General index to the archive

Site/Project Name: **Whitchurch White Horse Lane, The Vicarage**

Site Code: WHVIC 11

Site/Project Type: Evaluation

Year(s): 2011

Accession Number: AYBCM:2011.240

Record Group	Contents	Comments	Box/File Number
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B	**PRIMARY CONTEXT DATA** Levels register Trench sheet 1 Context sheets 103-106 Tench sheet 2-4 Context checklist nos 4000-415 Context sheets 405-415	 2 sheets 1 sheet as numbered 3 sheets 1 sheet as numbered	Box 1 file 2
B	**CATALOGUE OF & PRIMARY DRAWINGS** Plan list Section list Site plans Site sections TBM values basemap	 1 sheet 1 sheet 6 sheets 5 sheets 1 sheet	Box 1 file 3
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OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

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Headings
Site information
Line 1: [OASouth] County[Bucks] Parish:[Whitchurchl]
Site[White Horse Lane Vicarage] Site code[WHVIC 11]
Line 2: Excavators name[K Anker]
Line 3:

Classification of material	Tick if present
Index to archive	✓
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
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F: Press and Publicity	
G: Correspondence	
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OASIS ID: oxfordar1-144715

Project details

Project name	The Vicarage White Horse Lane Whitchurch
Short description of the project	Oxford Archaeology was commissioned by the Diocese of Oxford to undertake an archaeological evaluation within the grounds of the Vicarage and the neighbouring church hall in advance of submission of a planning application for re-development. The evaluation was undertaken in November 2011 and consisted of three trial trenches and a single test pit. The excavations were targeted upon the footprints of proposed new building development and represented an approximate 20% sample of the new build footprint. Trench 1 contained the remains of a tree throw which extended beyond the northern trench limit and a small area of root action. The tree throw contained fragments of 19th century pottery and several fragments of residual late medieval pottery. Trench 2 was devoid of archaeological remains. Trench 3 contained a re-cut ESE-WNW orientated ditch. Fragments of late medieval pottery were recovered from both phases of the ditch along with fragments of residual Anglo-Saxon pottery. The ditch was sealed by 0.70m of modern overburden. Trench 4 contained two small areas of bioturbation, an undated mortar-filled posthole and the remains of a hearth base constructed from fragments of unworked limestone. An extension to Trench 4 revealed the extent of the hearth and demonstrated that no associated features survived within the extended area. Fragments of tile recovered from the hearth and overlying deposit dated to the 14th- 16th century. Some of the tile was burnt and soot stained suggesting it had possibly been re-used and incorporated as hearth edging. Pottery in the overlying demolition/levelling layer dated to the 17th-18th century.
Project dates	Start: 22-11-2011 End: 23-11-2011
Previous/future work	No / No
Any associated project reference codes	WHVIC11 - Sitecode
Any associated project reference codes	AYBCM:2011.240 - Museum accession ID
Type of project	Field evaluation
Site status	None
Current Land use	Other 2 - In use as a building
Monument type	DITCH Medieval
Monument type	HEARTH Medieval

Significant Finds	POTTERY Medieval
Significant Finds	CBM Post Medieval
Methods & techniques	"Targeted Trenches"
Development type	Public building (e.g. school, church, hospital, medical centre, law courts etc.)
Prompt	Pre-planning
Position in the planning process	Pre-application

Project location

Country	England
Site location	BUCKINGHAMSHIRE AYLESBURY VALE WHITCHURCH The Vicarage White Horse Lane
Study area	1966.00 Square metres
Site coordinates	SP 802 207 51 0 51 52 43 N 000 50 05 W Point

Project creators

Name of Organisation	Oxford Archaeology
Project brief originator	No formal brief issued
Project design originator	Oxford Archaeology
Project director/manager	D.Poore
Project supervisor	K Anker
Type of sponsor/funding body	Diocese
Name of sponsor/funding body	Diocese of Oxford

Project archives

Physical Archive recipient	Bucks County Museum
Physical Archive ID	AYCBM:2011.240
Physical Contents	"Animal Bones","Ceramics"
Digital Archive recipient	Oxford Archaeology
Digital Archive ID	WHVIC 11
Digital Contents	"other"
Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Bucks County Museum
Paper Archive ID	AYBCM:2011.240

Paper Contents	"Stratigraphic","none"
Paper Media available	"Context sheet","Photograph","Plan","Report","Section","Unpublished Text"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	The Vicarage White Horse Lane Whitchurch
Author(s)/Editor(s)	Anker K
Date	2012
Issuer or publisher	Oxford Archaeology South
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WHITCHURCH, THE VICARAGE,
WHITE HORSE LANE
WHNICH

BOX 1 FILE 1

INTRODUCTON

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

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The Vicarage, White Horse Lane, Whitchurch

Written Scheme of Investigation for an Evaluation

Centred on SP 802 207

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1 Introduction

1.1 Project details

1.1.1 Oxford Archaeology (OA), has been commissioned by the Diocese of Oxford to undertake a trial trench evaluation at The Vicarage, White Horse Lane, Whitchurch, Aylesbury, Buckinghamshire (hereafter referred to as the 'Site'). The proposed development at the The Vicarage consists of demolition of the existing church hall, erection of two detached dwellings, carport and a replacement church hall with associated parking.

1.1.2 The work is being undertaken to inform the Planning Authority in advance of submission of a Planning Application. Although the Local Planning Authority has not set a brief for the work, discussions with Eliza Alqassar, Archaeological Planning and Conservation Officer for Buckinghamshire County Council have established the scope of work required; this document outlines how OA will implement those requirements.

1.1.3 All work will be undertaken in accordance with local and national planning policies.

1.2 Location, topography and geology

1.2.1 The Site is situated on the southern side of White Horse Lane, immediately south of the Church of St John the Evangalist at the western limit of Whitchurch Conservation Area.

1.2.2 The area of proposed development is situated within the grounds of the existing church hall and The Vicarage immediately to the west. The new church hall and car parking area will be constructed to the north of The Vicarage, currently within an area of shrubs and trees. The two new dwellings and carport will be constructed in the area to the front and rear of the existing church hall. Building Plot 1 is situated in front of the existing church hall, within the current car park. Building Plot 2 is situated in the south-west back garden of The Vicarage, immediately behind the existing church hall in the vegetable patch, which is currently overgrown. The carport for both dwellings is located at the immediate rear of the existing church hall, and just extends into the footprint of this existing building.

1.2.3 The geology of the area is Portland Stone formation - limestone (British Geology Survey, Sheet 219).

2 Archaeological and Historical Background and Potential

2.1 Archaeological and historical background

2.1.1 The archaeological and historical background of the Site has been the subject of a desk-based assessment by Thames Valley Archaeological Services in 2008 and a Heritage Statement by West Waddy in 2011. This background is briefly summarised below.

General Background

2.1.2 Whitchurch is located in the hundred of Cotslow and deanery of Muresley and lies about five miles from Aylesbury on the road to Buckingham. The name Whitchurch derives from the old English hwit cirice, and translate to 'white church', and this almost certainly means 'stone built church'. The Site itself lies close to the 13th century church and may therefore also be close to the core of the Saxon settlement which would have been based around the Saxon church that preceded the current one.

Prehistoric

2.1.3 No evidence for prehistoric settlement has been found in the immediate vicinity of the village, nor have any stray finds been recorded.

Roman / Saxon

2.1.4 A coin minted in the reign of Tacitus Marcus Claudius (AD 275) was recovered somewhere in the village in 1891.

2.1.5 There is a local tradition that a Roman and later Saxon Burial ground (HER 0244100000) was located c. 470m to the SW of the former castle site. A Saxon burial was said to have been found in the outer bailey of the castle, c. 200 m to the WNW of the Site, with the main burial ground located in the Chattle/Chattle Stream field. This is probably the field now called 'The Streams' which is bisected by the Chattle Stream. There are no obvious signs of a burial ground in the area although the site has not been archaeologically investigated.

2.1.6 The village itself appears to have Saxon origins with a church built there c. AD1000. This supposedly had a circular tower and was the only church in the district to be constructed from stone, giving the village its name, from the Saxon 'White Church'.

2.1.7 Saxon metalwork has been found c.600m to the north west of the Site in the mid-1980s. (HER0541800000). This was a coin described as a 'uniface Sceat' possibly from a series X of the type with an animal on one side and a blank reverse.

Medieval

2.1.8 The manor was anciently in the Giffards Earls of Buckingham, afterwards in the Bolebecs. From the Bolebecs this manor passed by a female heir to the Veres Earls of Oxford, by whom it was sold in the reign of Queen Elizabeth to the family of Waterhouse. It was afterwards successively in the families of Watson and Smith. In 1695, it was purchased of a son of Sir Edward Smith, Lord Chief Justice of the Common Pleas in Ireland, by the family of Reynolds, from whom it soon afterwards passed to the Russells. In or about the year 1720, it was purchased of Governor John Russell by the family of Rowlands of Caerau, in the isle of Anglesea.

2.1.9 Whitchurch is listed in Domesday in 1086 with one Hugh of Bolbec holding the manor from a Walter Giffard. The area covered eight hides and there were 14 villagers and two smallholders.

2.1.10 A later Hugh De Bolebec built the motte and bailey castle (HER0030600000) that stood at the northern end of the village during the civil war in 1147, c. 230 m to the NW of the Site. Little is known of the castle buildings although the keep was apparently constructed from stone. A watching brief in 1979 recorded some of the motte fills but failed to locate the edge of the ditch itself. Further earthworks (HER0030600001) to the north of the castle site and c.260m to the NW of the Site have recently been interpreted as a possible second motte and bailey site.

2.1.11 In 1245 the village was granted the right to hold a weekly market and a fair on the festival of St. John (8th May) by King Henry III (HER0400000000). A weekly market is still held on a Monday on a place called 'Market Hill'. The principal part of the village is centred on the old market place which extended from the south side of Market Hill to the north side of Oving Road.

2.1.12 A number of surviving documents from the 14th century suggest that two deer parks were located around the village (HER0538000000). 'Little Park' and 'Great Park' are

both referred to in a grant of free warren dating from 1330. Evidence for these parks also appears in the number of field names in the area that contain the name 'Park'. A map of 1770 also shows 'Great Park' and 'Little Park' to the south and west of Castle Mount.

2.1.13 The old Saxon church was replaced in the 13th century with the parish church of St. John (HER0457600000), c. 100 m to the NE of the Site, with the chancel and nave the oldest surviving sections of the building. The chancel was rebuilt in the 14th century with aisles added and the west tower built in the 15th century.

Post-medieval

2.1.14 Bolebec Castle was finally demolished after the civil war in 1657 (HER0030601000) although some one the earthworks are still visible. The castle keep is reported to have stood against the moat, near the south west corner of Market Hill Close. Traces of the foundations are still visible on the summit of the mound. Much of the stone from the castle was reused to build houses in the village as well as on repairs to the parish church.

2.1.15 The current vicarage for the parish church was built in 1845 by the incumbent vicar Rev A. Turner (HER0640800000). The architect is unconfirmed, however there is speculation that it may be William Railton, the designer of Nelson's Column in Trafalagar Square. It was listed Grade II in April 2006.

2.1.16 The vicarage is located immediately to the south and east of the L-shaped development Site and occupies the site of the former priest's house that was described in 1822 as a three bay structure 'of low character'. There is some debate regarding the exact location of the earlier vicarage and it does not appear on Jefferys' plan of 1770. It remains a possibility that the current vicarage may not occupy the same location as the earlier structure and the gardens to the north have been proposed as a possible location (West Waddy, 2011). The vicarage ceased in its original function on the death of the last incumbent and is now a let. The vicarage garden (HER0640801000) survives intact from the construction of the Vicarage. The garden is important as a landscape setting for the church and is a Grade II Listed Structure. The Site borders this garden to the north and west.

2.1.17 Silk manufacture began in the village in the 1830s and continued up to the early 20th century. Joseph Sheahan in his 'History and topography of Buckinghamshire' said that about 30 women were employed in this industry, while others were involved in lace making. The small group of houses used in these industries was known local as 'Little London'. Sheahan also stated that brick and tile manufacture was extensive in the area. The remains of a brick and tile kiln (HER 0430800000) are located c.460 m to the SE of the Site. The remains of a post-medieval lime kiln (HER0513100000) are located c.260m to the NE of the Site.

Modern

2.1.18 A late 19th century country house at the southern end of the village (HER0944600000), c. 200m to the SE of the Site, was used as a site for experimental munitions during WWII and came to be known as 'Churchill's Toyshop'.

2.1.19 Incendiary bombs fell on two locations to the north and south of the village during WWII (HER0945800000 and HER0945700000), c.200 m to the NE and 600m to the SW of the Site respectively.

Buildings

2.1.20 The High Street is lined with a number of Listed Buildings; while a Grade II Listed post-medieval building (HER1162600000) is located on the northern side of White Horse Lane itself, opposite the Site.

2.2 Potential

2.2.1 The proposed development will directly affect two heritage assets, the 19th Century Vicarage (HER0640800000) and its garden (HER0640801000), both of which are Grade II Listed. Plot 2 of the development encroaches into the vicarage garden (Location Plan provided by the Diocese of Oxford), while all three plots may affect the settings of both the vicarage and the garden. Listed Building consent will need to be granted for Plot 2 to encroach into the garden.

2.2.2 No prehistoric finds have been made in the immediate area of the Site, however, Buckinghamshire is rich in prehistoric activity in general and it would be unwise to dismiss the possibility of artefacts or features dating from this period being exposed or disturbed by the proposed development.

2.2.3 There has been sporadic evidence for Romano-British activity in the Whitchurch area with a coin find and the possibilities of burials to the SW of the village. Again, considering the rich heritage of the county the possibility of exposing Roman features and / or artefacts must be considered to be fair.

2.2.4 The Site is located within 250 m of the centre of a village that dates from the Early Medieval period and which is located on the main medieval road between Aylesbury and Buckingham. The name of the village appears to refer to a stone-built Saxon church at the heart of the village, suggesting that the settlement may have had a much higher status than it enjoyed in the later medieval period, possibly also indicating that it may have been a larger settlement at one time. The Saxon burial ground to the SW of the village probably doesn't extend up to the site but is another indicator that the settlement may have been larger than the later village. All this suggests that there is therefore good potential for Saxon remains to exist across the proposed development site.

2.2.5 The Site is located away from one of the later medieval hubs of the village, the castle, but is close to the second, the Church of St. John. The site lies outside the churchyard, so the potential for uncovering an earlier graveyard is low, although the potential for uncovering the foundations of medieval and post-medieval buildings, so close to the village centre, is good.

2.2.6 Although there are records of two incendiary bombs hitting the village during WWI, there is no evidence to suggest the possibility of surviving high explosive ordnance anywhere within the village.

3 Project Aims

3.1 General

3.1.1 The aims and objectives of the evaluation are to:

(i) clarify the presence/absence and extent of archaeological deposits within the site;

(ii) identify, within the constraints of the evaluation, the date, character, condition, significance, quality and depth of any surviving remains within the site;

(iii) assess the degree of existing impacts to sub-surface horizons and to document the extent of archaeological survival of buried deposits.

3.2 Specific aims

3.2.1 The specific aimsof the evaluation is to:

(i) identify whether any garden features associated with earlier landscaping at The Vicarage are present within the trenches, particularly within the trenches situated within the new church hall plot and Plot 2;

4 Project Specific Excavation and Recording Methodology

4.1 Scope of works

4.1.1 The Site will be evaluated by means of three trenches, one 10 x 2 m, one 8 x 2 m, one 5 x 2m and a single test pit measuring 3 x 3 m. The trenches and test pit will be excavated by mechanical excavator and equate to an approximate 3% sample of the development area.

4.1.2 An indicative trench layout is shown in Figure 1. Overhead power lines cross Plot 1 and 2; trenches have been located to avoid mechanical excavation beneath the cables.

4.2 Programme

4.2.1 It is anticipated that the fieldwork will take 3 days to complete, by a team consisting of a Project Supervisor, directing up to one Project Archaeologist, under the management of Katrina Anker, Project Manager.

4.2.2 All fieldwork undertaken by Oxford Archaeology (South) is overseen by the Head of Fieldwork, Dan Poore MIFA.

4.3 Site specific methodology

4.3.1 A summary of OA's general approach to excavation and recording can be found in Appendix A. Standard methodologies for Geomatics and Survey, Environmental evidence, Artefactual evidence and Burials can also be found below (Appendices B, C, D and E respectively).

4.3.2 Site specific methodologies will be as follows:

(i) Trench locations will be scanned with a Cable Avoidance Tool prior to and during topsoil removal works.

(ii) As overhead cables cross the site and buried services may be present, relocation of trenches may be necessary upon arrival on site.

(iii) The topsoil and any modern overburden will be carefully removed by mechanical excavator fitted with a wide blade toothless ditching bucket or similar. The mechanical excavator will be used only for the removal of non-archaeological significant material to the top of the first significant archaeological horizon or natural, whichever is the higher.

(iv) All machine work will be under archaeological supervision and will cease immediately if significant evidence is revealed.

(v) The machine used will be powerful enough for a clean job and able to mound spoil neatly, a safe distance from the trench edges. If necessary, trench sides will be stepped or battered to ensure safe working conditions.

(vi) Particular care will be taken not to damage any areas containing significant remains, which might merit preservation *in situ*. Such evidence would normally include deep or complex stratification, settlement evidence and structures. Such areas will be protected and not left open to the weather, or other forms of deterioration.

(vii) All excavated material will be visually examined for archaeological material.

(viii) Any human remains will be left *in situ*, covered and protected. Any human remains revealed by this evaluation will be left *in situ.* The depth and extent of any grave plots will be recorded. All human remains will be treated with dignity and respect in accordance with standard Ministry of Justice directions.

(ix) Those areas of the site where visual inspection suggests the presence of features or possible features will, if necessary, be hand-cleaned to ensure features are properly defined and sufficient to produce a base plan.

(x) A sample of each feature and of each feature or deposit type, for example pits, postholes and ditches, will be excavated and recorded. In the event of the identification of an exceptional number and complexity of archaeological deposits, sample excavation will be more circumspect and may aim to be minimally intrusive. Excavation will, however, be sufficient to resolve the principal aims of the evaluation.

(xi) Care will be taken not to damage archaeological deposits through excessive use of mechanical excavator. Machine or hand dug test pits may be excavated within the footprint of the trenches to investigate deposits such as occupation surfaces. The need for and location of these test pits will be subject to on-site assessment and will not be excavated where they will impact upon other, more superficial archaeological deposits.

(xii) Different environmental sampling strategies may be employed according to established professional standards and research targets and the perceived importance of the strata under investigation. Bulk samples, a minimum of 10 litres, but up to 40 litres if possible, for medieval or earlier deposits may be taken for flotation for charred plant remains. Other bulk samples for small animal bones and other small artefacts may be taken from appropriate contexts.

(xiii) The archaeological area and spoil heaps will be scanned with a metal detector to assist in the recovery of dateable material.

(xiv) On completion of recording, trenches will be backfilled with arisings in the order that they were excavated (subsoil then topsoil) and levelled off. No other specialist reinstatement will be undertaken.

5 Project Specific Reporting and Archive Methodology

5.1 Programme

5.1.1 The report will be completed within six weeks of the completion of the fieldwork.

5.1.2 Copies of the completed report(s) will be provided to the Diocese of Oxford and Buckinghamshire Historic Environment Record. A CD containing a copy of the report in Adobe Acrobat (.pdf) format will also be provided.

5.2 Content

5.2.1 The content of this report will be as defined in Appendix F.

5.3 Specialist input

5.3.1 OA has a large pool of internal specialists, as well as a network of external specialists with whom OA have well established working relationships. A general list of these specialists is presented in Appendix G; in the event that additional input should be required, an updated list of specialists can be supplied.

5.4 Archive

5.4.1 The site archive will be deposited with Buckingham County Museum following completion of the project.

5.4.2 A summary of OA's general approach to documentary archiving can be found in Appendix H.

6 Health and Safety

6.1 Roles and responsibilities

6.1.1 The Project Manager, Katrina Anker, has responsibility for ensuring that safe systems of work are adhered to on site. She delegates elements of this responsibility to the Project Supervisor, who implements these on a day to day basis.

6.1.2 The Director with responsibility for Health and Safety at OA is Robert Williams (Chief Operations Officer); he is advised by the OA Group Health and Safety Coordinator, Dan Poore (NEBOSH Level 3).

6.2 Method statement and risk assessment

6.2.1 A summary of OA's general approach to health and safety can be found in Appendix I. A risk assessment has also been undertaken and approved and will be kept on site, along with OA's standard health and safety file, which will contain all relevant health and safety documentation.

6.2.2 The Health and Safety file will be available to view at any time.

7 Monitoring of works

7.1.1 At least five days notice of the commencement of the evaluation works will be given to Eliza Alqassar, Archaeological Planning and Conservation Officer for Buckinghamshire County Council.

7.1.2 Eliza Alqassar, or her representative, will have free access to the site (subject to Health and Safety considerations) and all records to ensure the works are being carried out in accordance with this Written Scheme of Investigation and all other relevant standards.

8 References

Morris, J (ed), 1978 Domesday Book: Buckinghamshire. 14:16

Thames Valley Archaeological Services Ltd, 2008 *The Vicarage, White Horse Lane, Whitchurch, Buckinghamshire. An Archaeological Desk-based Assessment* (unpubl. report)

Victoria County History, 1925 A History of the County of Buckinghamshire: Volume 3, 442-449.

West Waddy, 2011 *Demolition of existing church hall and provision of new church hall and erection of two houses at The Vicarage, White Horse Lane, Whitchurch, Buckinghamshire. Heritage Statement* (unpubl. report)

OA Standard Fieldwork Methodology Appendices

The following methods and terms will apply, where appropriate, to all OA fieldwork unless varied by the accompanying detailed Written Scheme of Investigation.

Copies of all OA internal standards and guidelines referred to below are available on request.

Appendix A. General Excavation and Recording Methodology

A.1 Standard methodology – summary

Mechanical excavation

A.1.1 An appropriate mechanical excavator will be used for machine excavated trenches. This will normally be a JCB or 360° tracked excavator with a 1.8 m to 2 m wide toothless ditching bucket. For work with restricted access or working room a mini excavator will be used.

A.1.2 All mechanical excavation will be undertaken under direct archaeological supervision.

A.1.3 All undifferentiated topsoil or overburden of recent origin will be removed down to the first significant archaeological horizon, in successive, level spits.

A.1.4 Following mechanical excavation, all areas of the trench that require examination or recording will be cleaned using appropriate hand tools.

A.1.5 Spoil heaps will be monitored in order to recover artefacts to assist in the analysis of the spatial distribution of artefacts. Modern artefacts will be noted but not retained.

A.1.6 After recording, the trenches will be backfilled with excavated material in reverse order of excavation, but will otherwise not be fully reinstated.

Hand excavation

A.1.7 All investigation of archaeological levels will be by hand, with cleaning, examination and recording both in plan and section.

A.1.8 Within significant archaeological levels the minimum number of features required to meet the aims will be hand excavated. Pits and postholes will usually be subject to a 50% sample by volume. Linear features will be sectioned as appropriate. Features not suited to excavation within narrow trenches will not be sampled. No archaeological deposits will be entirely removed unless this is unavoidable.

A.1.9 It is not necessarily the intention that all trial trenches will be fully excavated to natural stratigraphy, but the depth of archaeological deposits across the entire site will be assessed. The stratigraphy of all evaluation trenches will be recorded even where no archaeological deposits have been identified.

A.1.10 Any excavation, both by machine and by hand, will be undertaken with a view to avoiding damage to any archaeological features or deposits, which appear to be worthy of preservation in situ.

Recording

A.1.11 Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.

A.1.12 Where stratified deposits are encountered a Harris matrix will be compiled during the course of the excavation.

A.1.13 Plans will normally drawn at 1:100, but on urban or deeply stratified sites a scale of 1:50 or 1:20 will be used. Detailed plans will be at an appropriate scale. Burials will be drawn at scale 1:10 or recorded using geo-referenced digital photography.

A.1.14 The site grid will be accurately tied into the National Grid and located on the 1:2500 or 1:1250 map of the area.

A.1.15 A register of plans will be kept.

A.1.16 Long sections of trenches showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20.

A.1.17 A register of sections will be kept.

A.1.18 Generally all sections will be tied in to Ordnance Datum.

A.1.19 A full black and white and colour (digital) photographic record, illustrating in both detail and general context the principal features and finds discovered will be maintained. The photographic record will also include working shots to illustrate more generally the nature of the archaeological work.

A.1.20 Photographs will be recorded on OA Photographic Record Sheets.

A.2 Relevant industry standards and guidelines

A.2.1 The Institute for Archaeologists' Standard and Guidance notes relevant to fieldwork are:

- Standard and Guidance for Field Evaluation
- Standard and Guidance for Excavation
- Standard and Guidance for an Archaeological Watching Brief.

A.2.2 These will be adhered to at all times.

A.3 Relevant OA manual and other supporting documentation

A.3.1 All fieldwork will be undertaken in accordance with the requirements of the OA Field Manual (ed. D Wilkinson 1992), and the revised OA fieldwork manual (publication forthcoming).

A.3.2 Further guidance is provided to all excavators in the form of the OA 'Fieldwork Crib Sheets - a companion guide to the Fieldwork Manual'. These have been issued ahead of formal publication of the revised Fieldwork Manual.

Appendix B. Geomatics and Survey

B.1 Standard methodology – summary

B.1.1 The aim of OA methodology is to provide comprehensive survey cover of all investigation areas. Additionally, it is designed to provide coverage for any areas, beyond the original scope of the project, which arise as a result of further work. It provides digital plans of all required elements of the project and locates them within an overall grid.

B.1.2 It also maintains all necessary survey data and ensures that the relevant information is copied into the primary record, in order to ensure the integrity of the project archive. Furthermore, it ensures that all core data is securely stored and backed up. It

establishes accurate project reference systems utilising a series of control stations and permanent base lines.

B.1.3 The survey will be conducted using a combination of Total Station Theodolite (TST) survey utilising Reflectorless Electronic Distance Measurement (REDM) where appropriate, hand-measured elements and GPS (Global Positioning System).

B.1.4 Before the main work commences, a network of control stations will be laid out encompassing the area. Control stations will be tied in to known points or existing features using rigorous metric observation. The control network will be set in using a TST to complete a traverse or using techniques as appropriate to ensure sufficient accuracy. A GPS, or other appropriate method, will be used to orientate the control network to National Grid or other recognised coordinate system.

B.1.5 All control stations will be checked by closed traverse and/or GPS, as appropriate. The accuracy of these control stations will be accessed on a regular basis and re-established accordingly. All stations will be recorded on Survey Control Station sheets.

B.1.6 Each control station will be marked with a PGM (Permanent Ground Marker). Witness diagrams will include the full 3-D co-ordinates generated, a sketch diagram and measurements to at least three fixed details, written description of the mark and a photograph of the control point in its environs.

B.1.7 Prior to entry into the field all equipment will be checked, and all pre-survey information will be logged onto the field computer and uploaded onto survey equipment as appropriate. The software in the field computer will be verified and all cabling between the GPS and/or TST and computer will be checked. Prior to conducting the survey the site will be reconnoitred for locations for a viable control network and check the line of sight and any possible hindrance to survey. Daily record sheets will be kept to record daily tasks and conditions.

B.1.8 All spatial data will be periodically downloaded onto a field computer, and backed up onto CD, or DVD. It will be cleaned, validated and inspected.

B.1.9 All survey data will be documented on daily survey record sheets. Information entered on these sheets includes key set up information (Instrument height etc.) as well as daily variables and errors/comments. All survey data will be digitally recorded in a raw format and translated during the download process this shall allow for any errors to be cross referenced with the daily survey record and corrected accordingly.

B.1.10 A weekly summary of survey work will be produced to access development and highlight problems. This information also will be recorded on the weekly survey journal. Technical support for the survey equipment and download software shall be available at all times. In those instances where sites are remotely operated, all digital data will be backed up regularly and a copy returned to Oxford on a weekly basis.

B.1.11 A site plan will initially be created by a rapid survey of relevant archaeological features by mapping their extent using a combination of TST and GPS. This will form the basis for deciding excavation strategy and will be updated as the excavation clarifies the extent of, and relationships between, archaeological features.

B.1.12 Excavated archaeological interventions and areas of complex stratigraphy will be hand drawn. At least two Drawing Points (DPs) will be set in as a baseline and measurements taken off this by tape and offset. The hand drawn plans will be referenced to the digitally captured pre-site plan by measuring in the DPs with a TST or GPS. These hand drawn elements will then be scanned in, geo-referenced using the

DPs as reference points and digitised following OA's digitising protocols. For further details on hand planning procedure please refer to the fieldwork guidelines.

B.1.13 Where appropriate rectified photography may be used to record standing structures or burials. This will be carried out in line with Standard OA procedures for rectified photography.

B.1.14 Survey data recorded in the field will be downloaded using appropriate downloading software, and saved as an AutoCAD Map DWG file, or an ESRI Shapefile. These files will be regularly updated and backed up with originals being stored on an OA server in Oxford.

B.1.15 All drawings will be composed of closed polygons, polylines or points in accordance with the requirements of GIS construction and OA Geomatics protocols. Once created, additional GIS/CAD work will normally be carried out at the local OA central office or at on-site remote locations when appropriate. Support for all GIS/CAD work will be available from OA's Oxford Office during normal office hours. The aim of the GIS/CAD work is to produce workable draft plans, which can be produced as stand-alone products, or can be readily converted to GIS format. Any hand-drawn plans will be scanned and digitised on site in the first instance. Subsequent plans will be added to the main drawing as it develops.

B.1.16 All plan scans will be numbered according to their plan site number. Digital plans will be given a standard new plan number taken out from the site plan index.

B.1.17 All digital data will be backed up incrementally on CD or DVD. On each Friday the entire data directory will be backed up and returned to Oxford where it will be copied onto the OA projects server. Each CAD drawing will contain an information layout which will include all the relevant details appertaining to that drawing. Information (metadata) on all other digital files will be created and stored as appropriate. At the end of the survey all raw measurements will be made available as hard copy for archiving purposes.

B.2 Relevant industry standards and guidelines

B.2.1 English Heritage (2009), Metric Survey Specifications for Cultural Heritage

B.2.2 English Heritage (2006), Understanding Historic Buildings A Guide to Good Practise

B.2.3 English Heritage, (2007) Understanding the Archaeology of Landscapes A Guide to Good Recording practise

B.3 Relevant OA manual and other supporting documentation

B.3.1 OA South Metric Survey, Data Capture and Download Procedures

B.3.2 OA South Digitising Protocols

B.3.3 OA South GIS Protocols

B.3.4 These will be superseded by the OA South Geomatics Manual (in progress).

APPENDIX C. ENVIRONMENTAL EVIDENCE

C.1 Summary of Standard methodology

C.1.1 Different environmental and geoarchaeological sampling strategies may be employed according to established research targets and the perceived importance of the strata under investigation. Where possible an environmental and/or geoarchaeological

specialist(s) will visit the site to advise on sampling strategies. Sampling methods will follow guidelines produced by English Heritage and Oxford Archaeology. A register of samples will be kept. Specialists will be consulted where non-standard sampling is required (eg. OSL or archaeomagnetic dating) and if appropriate will be invited to visit the site and take the samples.

C.1.2 Geoarchaeological sampling methods are site specific, and methodologies will be designed in consultation with the geoarchaeological manager on a site by site basis.

C.1.3 Bulk soil samples, where possible of 40 litres or 100% of a deposit if less is available, will be taken from potentially datable features and layers for flotation for charred plant remains and for the recovery of small bones and artefacts. Larger soil samples (up to 100L) may be taken for the complete recovery of animal bones, marine shell and small artefacts from appropriate contexts. Smaller bulk samples (general biological samples) of 10-20 litres will be taken from any waterlogged deposits present for the recovery of macroscopic plant remains and insects. Series of incremental 2L samples may be taken through buried soils and deep feature fills for the recovery of snails and/or waterlogged plant remains, depending on the nature of the stratigraphy and of the soils and sediments. Columns will be taken from buried soils, peats and waterlogged feature fills for pollen and/or phytoliths, diatoms, ostracods and foraminifera if appropriate. Soil samples will be taken for soil investigations (particle size, organic matter, bulk chemistry, soil micromorphology etc.) in consultation with an appropriate specialist.

C.1.4 Bulk samples from dry deposits will be processed by standard water flotation using a modified Siraf-style machine and meshes of 0.25mm (flot) and 0.5 or 1mm depending (residue). Heavy residues will be wet sieved, air dried and sorted. Samples taken exclusively for the recovery of bones, marine shell or artefacts will be wet sieved to 2mm. Waterlogged samples (1L sub-sample) and snail samples (2L) will be processed by hand flotation with flots and residues collected to 0.25mm (waterlogged plants) and 0.5mm (snails) respectively; these flots and residues will be sorted by the specialist. Samples specifically taken for insects, pollen and other microflora and microfauna and soil analysis will be submitted as whole earth to the appropriate specialists or processed following their instructions.

C.2 Relevant Industry Standards and Guidelines

C.2.1 Brunning, R. 1996. Waterlogged wood: the recording, sampling, conservation, and curation of structural wood. English Heritage Guidelines

C.2.2 English Heritage 2001. Archaeometallurgy. Centre for Archaeology Guidelines 2001.01.

C.2.3 English Heritage 2002. Environmental Archaeology. A guide to the theory and practice of methods, from sampling and recovery to post excavation. Centre for Archaeology Guidelines 2002.01.

C.2.4 English Heritage 2004. Dendrochronology: Guidelines on Producing and Interpreting Dendrochronological Dates.

C.2.5 English Heritage 2006. Archaeomagnetic Dating. Guidelines for Producing and Interpreting Archaeomagnetic Dates.

C.2.6 English Heritage 2007. Geoarchaeology. Using Earth Sciences to Understand the Archaeological Record.

C.2.7 English Heritage 2008. Luminescence Dating. Guidelines on Using Luminescence Dating in Archaeology.

C.2.8 English Heritage 2008. Guidelines for the Curation of Waterlogged Macroscopic Plant and Invertebrate Remains.

C.3 Relevant OA manual and other supporting documentation

C.3.1 Oxford Archaeology 2005. Environmental Sampling Guidelines, 2nd ed.

APPENDIX D. ARTEFACTUAL EVIDENCE

D.1 Summary of Standard methodology

D.1.1 Before a site begins arrangements concerning the finds will be discussed with the Head of Finds. Information will be provided by the project manager about the nature of the site, the expected size and make-up of the finds assemblage and any site specific finds retrieval strategies. On-site requirements will be discussed and a conservator appointed who can be called on to make site visits if required. Special requirements regarding particular categories of material will be raised at this early stage for instance the likelihood of recovering assemblages of waterlogged material, large timbers, quantities of structural stone or ceramic building material. Specialists may be required to visit sites to discuss retrieval strategies.

D.1.2 The project manager will supply the Head of Finds with contact details of the landowner of the site so that consent to deposit any finds resulting from the investigation can be sought.

D.1.3 The on-site retrieval, lifting and short term packaging of bulk and small finds will follow the detailed guidelines set out in the OA Finds Manual (sections 2 and 3), First Aid for Finds and the UKIC conservation guidelines No.2.

D.1.4 All finds recovered from site will be transported to an OA regional office for processing; local sites will return finds at the end of each day, away based sites at the end of each week. Special arrangements can be discussed for certain sites with the department manager before the start of a project. Larger long running sites may in some instances set up on-site processing units to deal with the material from a particular site.

D.1.5 All finds qualifying as Treasure will be removed to a safe place and reported to the local Coroner via the Regional Finds Liaison Officer according to the procedures relating to the Treasure Act (1996), and the Treasure (Designation) Order 2002. Where removal can not be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.

D.1.6 Each box of finds will be accompanied by a finds context checklist itemising the finds within each box. The number of bags of finds from each context and individual small find from each context will be recorded. A member of the processing team will check the list when it arrives in the department. There are separate forms for finds recovered from fieldwalking.

D.1.7 The processing programme is reviewed on a weekly basis and priorities are worked out after discussions with the Head of Fieldwork and the Head of Post-excavation. Project managers will keep the Head of Finds informed of any pressing deadlines that they are aware of. All finds from evaluations are dealt with as a matter of priority.

D.1.8 All bulk finds are washed (where appropriate), marked, bagged and boxed by the processing team according to the guidelines set out in section 4 and 5 of the OA Finds Manual, First-aid for finds and the UKIC guidelines No.2. They must also take into

account the requirements of the receiving museum. Primary data recording count and weight of fragments by material from each context is recorded on the site database.

D.1.9 Unstable and sensitive objects are recorded onto the database and then packaged and stored in controlled environments according to their individual requirements. The advice of a conservator will be sought for sensitive objects in need of urgent conservation. All metalwork will be x-rayed prior to assessment (and to meet the requirements of most receiving museums).

D.1.10 Finds recovered from the environmental sample processing will be incorporated into the main assemblage and added to the database.

D.1.11 On completion of the processing and data entry a finds file for each archaeological investigation will be produced, a summary of which is available for the project manager. The assemblage is allocated an OA number for storage purposes. Bulk finds are stored on a roller racking system, metals in a secure controlled storage and organic finds are refrigerated where possible.

D.1.12 The movement of finds in and out of the department storage areas is strictly monitored and recorded. Carbon copy transit forms exist to record this information. Finds will not be removed from storage without the prior knowledge of the Head of Finds.

D.1.13 Finds information summarised in the finds compendium is used to assess the finds requirements for the post excavation stages of the project. The Finds department holds a list of all specialists used by OA (see below) both internal and external.

D.1.14 On completion of the post excavation stage of the project the department prepares the finds assemblage for deposition with the receiving museum. Discussions will be held with the museum, the excavator and the head of finds to finalise any selection, retention or discard policy. Most museums issue strict guidelines for the preparation of archives for deposition with their individual labelling, packaging and recording requirements.

D.2 Relevant industry standards and guidelines

D.2.1 UKIC, 1983, Packaging and Storage of Freshly-Excavated Artefacts from Archaeological Sites. Conservation Guidelines No.2. Archaeology Section, United Kingdom Institute for Conservation.

D.2.2 UKIC, 1988, Excavated Artefacts and Conservation: UK sites Revised Edition. Conservation Guidelines No.1. Archaeology Section, United Kingdom Institute for Conservation.

D.2.3 Society of Museum Archaeologists, 1993, Selection, retention and dispersal of Archaeological Collections. Download available via http://www.socmusarch.org.uk/publica.htm)

D.2.4 Watkinson, D E & Neal, V, 1998, First Aid for Finds (3rd edition). RESCUE & UKIC

D.3 Relevant OA manual and other supporting documentation

D.3.1 Allen, L, and Cropper, C (internal publication only) Oxford Archaeology Finds Manual.

APPENDIX E. BURIALS

E.1 Summary of Standard methodology

E.1.1 Human remains will not be excavated without a relevant licence/faculty and, where applicable (for example, a post medieval cemetery), a risk assessment from the local environmental officer.

E.1.2 All human remains will be treated with due care and regard to the sensitivities involved, and will be screened from the public throughout the course of the works.

E.1.3 Excavation will be undertaken in accordance with IFA (Roberts and McKinley 1993) and English Heritage and The Church of England guidelines (Mays 2005). For crypts and post-medieval burials the recommendations set out by the IFA (Cox 2001) in Crypt Archaeology: an approach, are also relevant.

E.1.4 In accordance with recommendations set out in the English Heritage and Church of England (2005) document Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England, skeletons will not be excavated beyond the limits of the trench, unless they are deemed osteologically or archaeologically important.

E.1.5 Where any soft tissue survives and/or materials (for example, inner coffins, mattresses and other paddings) soaked in body liquor, no excavation or handling of the remains will take place until an appropriate risk assessment has been undertaken. Relevant protocols (i.e. Cox 2001) for their excavation, recording and removal will be adhered to.

E.1.6 OA does not excavate or remove modern burials (post-1907) and does not remove or open sealed lead coffins. Appropriate PPE (e.g. chemical suit, latex gloves) will be worn by all staff when working with lead coffins.

E.1.7 Graves and their contents will be hand excavated in plan. Each component (for example, skeleton, grave cut, coffin (or remains of), grave fill) will be assigned a unique context number from a running sequence. A group number will also be assigned to all of these, and small finds numbers to features such as coffin nails, hobnails and other grave goods (as appropriate).

E.1.8 Soil samples will be taken during the excavation of inhumations, usually from the region of the skull, chest, right hand, left hand, abdomen and pelvis, right foot and left foot. Infants (circa. less than 5 years) will normally be recovered as bulk samples. Soil samples will also be taken from graves that appear to contain no human bone.

E.1.9 Burials (including the skeleton, cremation, coffin fittings, coffin, urn, grave goods / other) will be recorded by photographic and written record using specialised pro forma context sheets, although these records may only include schematic representations of the location and position of the skeletons, depending on the nature and circumstances of the burial.

E.1.10 Where necessary, hand drawn plans (usually at 1:10, sometimes 1:5) will be made, especially of contexts where required details cannot be adequately seen using digital rectified photography (for example, urned cremations; undisturbed hob nails).

E.1.11 Levels will be taken. For inhumations this will be on the skull, pelvis and feet as a minimum.

E.1.12 Human remains that are exhumed will be bagged and labelled according to skeletal region and carefully packed into suitable containers (for example, acid free cardboard

boxes) and transported to a suitable storage location. Any associated coffins and coffin fittings will be contained with the human remains wherever possible.

E.1.13 Unurned cremations will not usually be half sectioned or excavated in spits, but recovered as a bulk sample.

E.1.14 Wherever possible, urned cremations will be carefully bandaged, recovered whole and will be excavated in spits in the laboratory, as per the recommendations of McKinley (2004).

E.1.15 Unless deemed osteologically or archaeologically important disarticuled bone / charnel will be collected and reserved for re-burial if immediate re-internment as close to its original position is not practicable. In some instances, a rapid scan of this material may be undertaken by a qualified osteologist, if deemed relevant.

E.1.16 If undisturbed, pyre sites will normally be excavated in quadrants, at the very least in 0.5 m blocks of 0.5 m spits.

E.1.17 Pyre debris dumps will be half sectioned or quadranted and will be subject to 100% sampling.

E.1.18 Wooden and lead coffins and any associated fittings, including fixing nails will be recorded on a pro forma coffin recording sheet. All surviving coffin fittings will be recorded by reference to Reeve and Adams (1993) and the unpublished master catalogue that is being compiled by OA. Where individual types cannot be paralleled, they will be drawn and/ or photographed and assigned a style number. Biographical details obtained from legible departum plate inscriptions will be recorded and further documentary research will be made.

E.1.19 Funerary structures, such as brick shaft graves and/or vaults will be hand-drawn at a scale of 1:10 or 1:20, as appropriate. Location, dimensions and method of construction will be noted, and the structure added to the overall trench plan.

E.1.20 Memorials, including headstones, revealed within the areas of development will be recorded irrespective of whether they are believed to be in situ.

E.1.21 Where required, memorials will be accorded an individual context number and will also be included as part of the grave group, if the association with a burial is clear.

E.1.22 Memorials will be recorded on pro-forma context sheets, based on and following the guidelines set out by Mytum (2002), and will include details of:

- Shape
- Dimensions
- Type of stone used
- Iconography (an illustration may best describe these features)
- Inscription (verbatum record of inscription; font of the lettering)
- Stylistic type

E.2 Relevant industry standards and guidelines

E.2.1 Cox, M, 2001 Crypt archaeology. An approach. IFA Paper No. 3

E.2.2 Mays, S, 2005 Guidance for Best Practice for Treatment of Human Remains Excavated from

E.2.3 Christian Burial Grounds in England. Church or England and English Heritage.

E.2.4 McKinley, J, and Roberts, C, 1993 Excavation and post-excavation treatment of cremated and inhumed human remains, IFA Technical Paper No. 13

E.2.5 McKinley, J, 2004 Compiling a skeletal inventory: cremated human bone. In Brickley, M, and McKinley, J (eds) Guidelines to the Standards for Recording Human Remains, IFA Technical Paper No. 7. 9-13.

E.2.6 Mytum, H, 2000 Recording and Analysing Graveyards. CBA Handbook No. 15.

E.2.7 Reeve, J, and Adams, M, 1993 The Spitalfields Project. Volume I – The Archaeology Across the Styx. CBA Research Report No. 85

E.3 Relevant OA manual and other supporting documentation

E.3.1 Loe, L, 2008 The Treatment of Human Remains in the Care of Oxford Archaeology. Oxford Archaeology internal policy document.

E.3.2 Excavating and recording human remains. Oxford Archaeology internal guidelines document.

Appendix F. Reporting

F.1 Summary of Standard methodology

F.1.1 For Watching Briefs and Evaluations, the style and format of the report will be determined by OA, but will include as a minimum the following:

- A location plan of trenches and/or other fieldwork in relation to the proposed development.
- Plans and sections of features located at an appropriate scale.
- A section drawing showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.
- A summary statement of the results.
- A table summarising the features, classes and numbers of artefacts contained within, spot dating of significant finds and an interpretation.
- A reconsideration of the methodology used, and a confidence rating for the results.
- An interpretation of the archaeological findings both within the site and within their wider landscape/townscape setting.

F.1.2 For Excavations, a Post-Excavation Assessment and Project Design will generally be prepared, as prescribed by English Heritage Management of Research Projects in the Historic Environment (MoRPHE) 2006, Section 2.3. This will include a Project Description containing:

- A summary description and background of the project.
- A summary of the quantities and assessment of potential for analysis of the information recovered for each category of site, finds, dating and environmental data. Detailed assessment reports will be contained within appendices.
- An explicit statement of the scope of the project design and how the project relates to any other projects or work preceding, concurrent with or following on from it.

- A statement of the research aims of the fieldwork and an illustrated summary of results to date indicating to what extent the aims were fulfilled.
- A list of the project aims as revised in the light of the results of fieldwork and the current post-excavation assessment process.

F.1.3 A section on Resources and Programming will also be produced, containing:

- A list of the personnel involved indicating their qualifications for the tasks undertaken, along with an explanation of how the project team will communicate, both internally and externally.
- A list of the methods which will be used to achieve the revised research aims.
- A list of all the tasks involved in using the stated methods to achieve the aims and produce a report and research archive in the stated format, indicating the personnel and time in days involved in each task. Allowance should be made for general project-related tasks such as monitoring, management and project meetings, editorial and revision time.
- A cascade or Gantt chart indicating tasks in the sequence and relationships required to complete the project. Due allowance will be made for leave and public holidays. Time will also be allowed for the report to be read by a named academic referee as agreed with the County Archaeological Officer, and by the County Archaeological Officer.
- A report synopsis indicating publisher and report format, broken down into chapters, section headings and subheadings, with approximate word lengths and numbers and titles of illustrations per chapter. The structure of the report synopsis should explicitly reflect the research aims of the project.

F.1.4 The Project Design will be submitted to the County Archaeological Officer or equivalent for agreement.

F.1.5 Under certain circumstances (eg with very small mitigations), and as agreed with the County Archaeological Officer or equivalent, a formal Assessment and Project Design may not be required and either the project will continue straight to full analysis, or a simple Project Proposal (MoRPHE 2006 Section 2.1) will be produced prior to full analysis. This proposal may include:

- A summary of the background to the project
- Research aims and objectives
- Methods statement outlining how the aims and objectives will be achieved
- An outline of the stages, products and tasks
- Proposed project team
- Estimated overall timetable and budget if appropriate.

F.1.6 Once the post-excavation Project Design or Project Proposal has been accepted, the County Archaeological Officer or his appointed deputy will monitor the progress of the post-excavation project at agreed points. Any significant variation in the project design will be agreed with the County Archaeological Officer.

F.1.7 The results of the project will be published in an appropriate archaeological journal or monograph. The appropriate level of publication will be dependent on the significance of the fieldwork results and will be agreed with the County Archaeological Officer. An

OASIS (Online Access to the Index of Archaeological Investigations) form will be completed for each project as per English Heritage guidelines.

F.2 Relevant industry standards and guidelines

F.2.1 Oxford Archaeology (OA) adheres to the national standards in post-excavation procedure as outlined in English Heritage's Management of Research Projects in the Historic Environment (MoRPHE; EH 2006). Furthermore, all post-excavation projects take into account the appropriate regional research frameworks as well as national research agendas such as the Framework for Historic Environment Activities & Programmes in English Heritage (SHAPE; EH 2008).

APPENDIX G. LIST OF SPECIALISTS REGULARLY USED BY OA

G.1.1 Below are two tables, one containing 'in-house' OA specialists, and the other containing a list of specialists who are regularly used by OA.

Internal archaeological specialists used by OA

Specialist	Specialism	Qualifications
Lisa Brown	Early Prehistoric pottery	BA, PGDip, MLitt, MIfA
Paul Booth	Iron Age and Roman pottery	BA, FSA, MIfA
John Cotter	Medieval and Post Medieval pottery, Clay Pipe and CBM	BA (Hon.), MIfA
Cynthia Poole	CBM and Fired Clay	BA (Hon.), MSc
Edward Biddulph	Roman Pottery	BA (Hon.), MA, MIfA
Ian Scott	Metalwork and Glass	BA (Hon.)
Dan Stansbie	Roman Pottery	BA (Hon.), MA, AIfA
Leigh Allen	Metalwork and worked bone	BA (Hon.), PGDip
Dr Ruth Shaffrey	Worked stone artefacts	BA, PhD
Julian Munby	Architectural Stone	BA, FSA
Dr Rebecca Nicholson	Fish and Bird Bone	BA (Hon.), MA, D.Phil, MIfA, FSA Scot
Elizabeth Huckerby	Pollen and waterlogged plant remains	BA, MSc, MIfA
Lena Strid	Animal bone	MA
Dr Wendy Smith	Charred and waterlogged plant remains	BA, MSc, PhD, MIfA
Andrew Bates	Animal Bone	BA, MA
Dr Denise Druce Pollen	Charred plant remains and charcoal	BA, PhD, MIfA
Liz Stafford	Geoarchaeology and land snails	BA, MSc
Nicola Scott	Archaeological archive deposition	BA

Specialist	Specialism	Qualifications
Mike Donnelly	Flint	BSc, MIfA

External archaeological specialists regularly used by OA

Specialist	Specialism	Qualifications
Lynne Keys	Slag	BA (Hon.)
Quita Mould	Leather	BA, MA
Penelope Walton Rogers, The Anglo Saxon Laboratory	Identification of Medieval Textiles	FSA, Dip.Acc
Dana Goodburn Brown	Conservation	BSc (Hon.), BA, MSc
Steve Allen, York Archaeological Trust	Conservation	BA, MA, MAAIS
Dr Richard McPhail	Soils, especially Micromorphology	BA (Hon.), MSc, PhD
Dana Challinor	Charcoal	MA (Hon.), MSc
Dr Nigel Cameron	Diatoms	BSc, MSc, PhD
Dr David Smith	Insects	BA (Hon.), MA, PhD
Professor Adrian Parker	Phytoliths and pollen	BSc (Hon.), D.Phil
Dr David Starley	Slag	BSc, PhD
Wendy Carruthers	Charred and waterlogged plant remains	
Dr Sylvia Peglar	Pollen	PhD
Dr John Whittaker	Ostracods and Foraminifera	BA (Hon.), PhD
Dr John Crowther	Soil Chemistry	MA, PhD
Dr Martin Bates	Geoarchaeology	BSc, PhD
Professor Mark Robinson	Insects, molluscs, waterlogged plant remains	MA, PhD
Dr Dan Miles	Dendrochronology	D.Phil, FSA
Dr Jean-luc Schwenninger	Optically Stimulated Luminescence Dating	PhD
Dr David Higgins	Clay Pipe	BA, PhD, MIfA
Dr Hugo Lamdin Wymark	Flint	BSc, PhD, FSA Scot, MIfA

APPENDIX H. DOCUMENTARY ARCHIVING

H.1 Standard methodology – summary

H.1.1 The documentary archive constitutes all the written, drawn, photographic and digital records relating to the set up, fieldwork and post-excavation phases of the project. This documentary archive, together with the artefactual and environmental ecofact archive collectively forms the record of the site. The report is part of the documentary archive, and the archive must provide the evidence that supports the conclusions of the report, but the archive may also include data which exceeds the limitations of research parameters set down for the report and which could be of significant value to future researchers.

H.1.2 At the outset of the project OA Archive department will contact the relevant local receiving museum or archive repository to notify them of the imminent start of a new fieldwork project in their collecting area. Relevant local archiving guidelines will be observed and site codes, which integrate with the receiving repository, will be agreed for labelling of archives and finds.

H.1.3 During the course of the project the Archive department will assist the Project Manager in the management of the archive including the cataloguing and development technique suitable for photographic archive requirements.

H.1.4 The site archive will be security copied either by microfilming and the master sent to English Heritage as part of the National Archaeological Record or it will be digitally scanned and stored in a dedicated archive section of the OA computer network. A copy of the work as microfiche diazo or .pdf/a on disk will be sent to the receiving museums with the hard copy. This will act as a safeguard against the accidental loss and the long-term degeneration of paper records and photographs.

H.1.5 Born digital data where suitable will be printed to hard copy for the receiving museum but if the format is such that it needs maintaining in digital form a copy will be sent to the receiving museum by CD. Back-up copies will be stored on the OA digital network and or posted to the ADS in accordance with AAF & ADS guidelines. In most cases a digital copy of the report will be included in the OASIS project library hosted by ADS.

H.1.6 Prior to deposition the Archive department will contact the museum regarding the size and content of the archive and discuss any retention and dispersal policies which may be applicable in line with local and SMA Guidelines ' Selection, Retention & Dispersal of Archaeological Collections' 1993

H.1.7 The site archive will then be deposited with the relevant receiving museum or repository at the earliest opportunity unless further archaeological work on the site is expected. The documentary archive will include correspondence detailing landowner consent to deposit the artefacts and any copyright licences in accordance with the receiving museum guidelines.

H.1.8 Oxford Archaeology will retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide a licence to the client in all matters directly relating to the project as described in the Written Scheme of Investigation.

H.1.9 OA will advise the client of any such materials supplied in the course of projects which are not OA's copyright.

H.1.10 OA undertakes to respect all requirements for confidentiality about the client's proposals provided that these are clearly stated. It is expected that such conditions shall not unreasonably impede the satisfactory performance of the services required. OA further undertake to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that clients respect OA's general ethical obligations not to suppress significant archaeological data for an unreasonable period.

H.2 Relevant industry standards and guidelines

H.2.1 At the end of the project the site archive will be ordered, catalogued, labelled and conserved and stored according to the following national guidelines:

H.2.2 The 2007 AAF guide Archaeological Archives A Guide to best practice in creation, compilation, transfer and curation. Brown D.

H.2.3 The IFA Standard & Guidance for the creation, compilation, transfer and deposition of archaeological archives

H.2.4 The UKIC's Guidelines for the preparation of excavation archives for long-term storage

H.2.5 The MGC's Standards in the museum care of archaeological collections

H.2.6 Local museum guidelines such as Museum of London Guidelines: (http://www.museumoflondonarchaeology.org.uk/English/ArchiveResearch/DeposResource) will be adopted where appropriate to the archive collecting area.

H.2.7 The site archive will be prepared to at least the minimum acceptable standard defined in Management of Archaeological Projects 2, English Heritage 1991.

H.3 Relevant OA manual and other supporting documentation

H.3.1 The OA Archives Policy.

Appendix I. Health and Safety

I.1 Summary of Standard Methodology

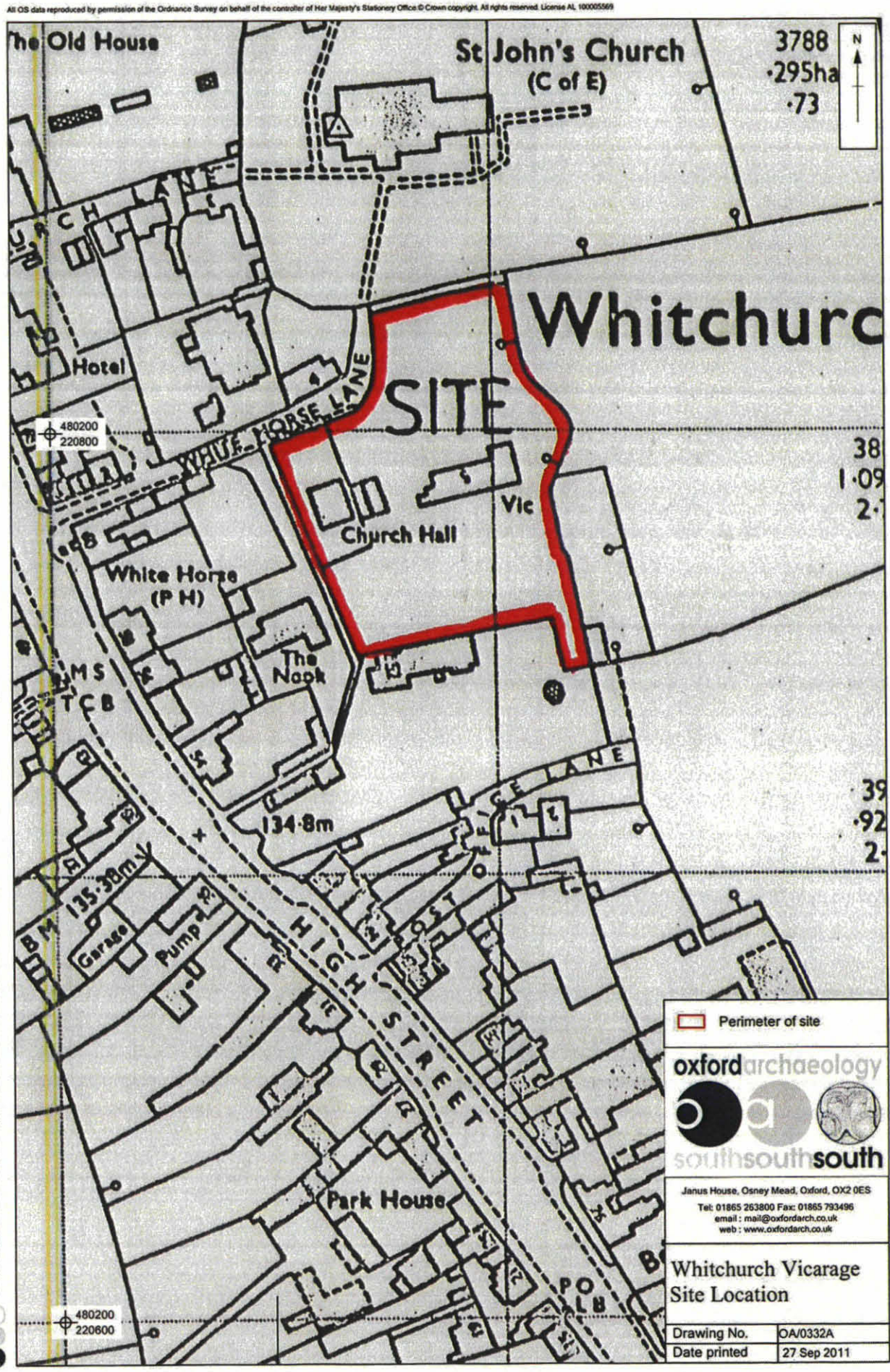
I.1.1 All work will be undertaken in accordance with the OA Health and Safety Policy (Revision 13, August 2009), the OA Site Safety Procedures Manual, a site-specific Risk Assessment and, if required, Safety Plan or Method Statement. Copies of the site-specific documents will be submitted to the client or their representative for approvals prior to mobilisation, and all relevant H and S documentation will be available on site at all times. The Health and Safety documentation will be read in conjunction with the project WSI.

I.1.2 Where a site is covered by the The Construction (Design and Management) Regulations (2007), all work will be carried out in accordance with the Principal Contractor's Construction Phase Plan.

I.1.3 All work will be carried out according to the requirements of all relevant legislation and guidance, including, but not exclusively.

- The Health and Safety at Work Act (1974),
- Management of Health and Safety at Work Regulations (1999),
- Manual Handling Operations Regulations 1992 (as amended in 2002),
- The Construction (Design and Management) Regulations (2007), and

- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (1995).



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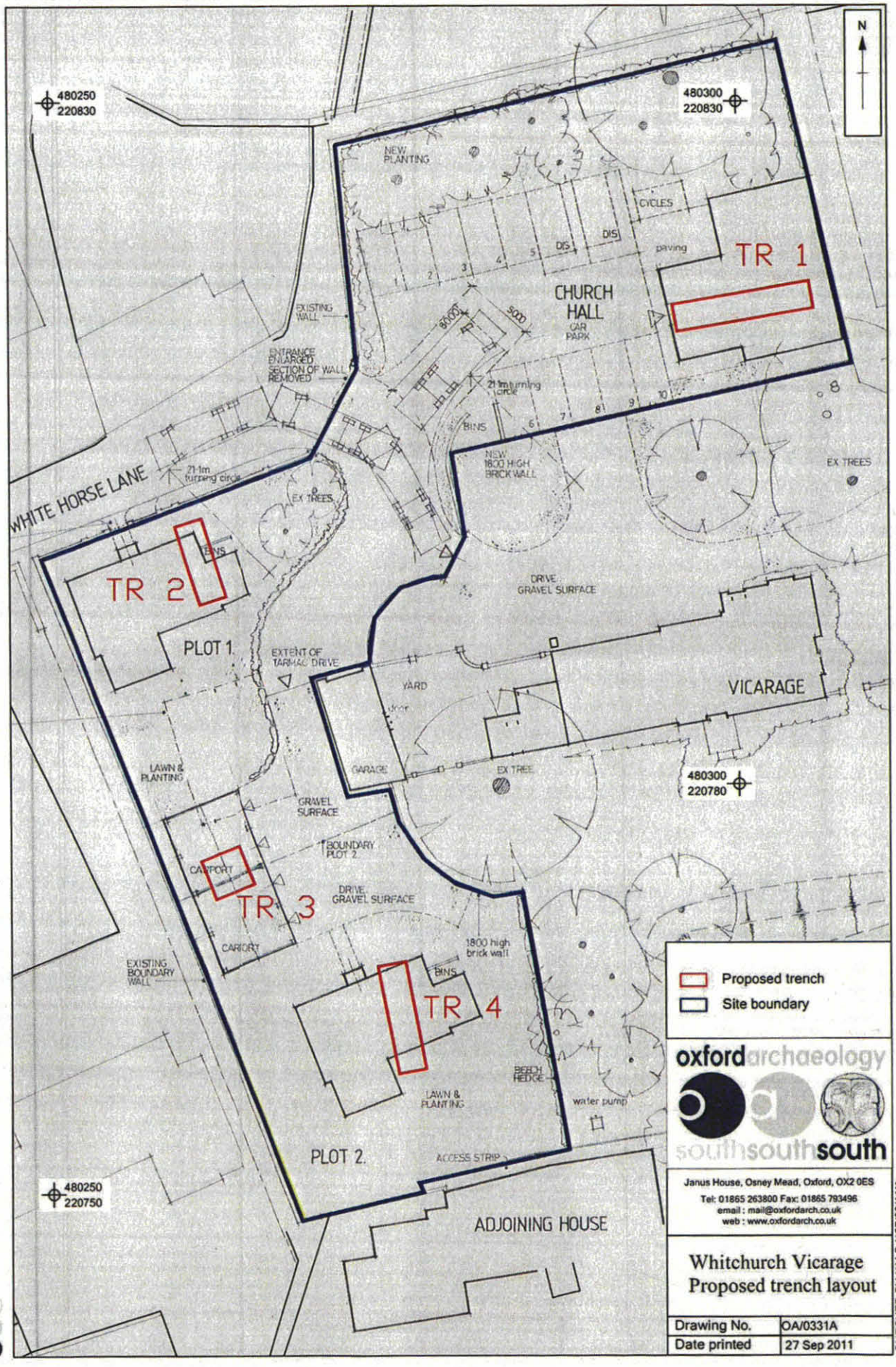
CHECKED BY:**M.B.**27/09/11**



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Whitchurch Vicarage
Proposed trench layout

Drawing No.	OA/0331A
Date printed	27 Sep 2011

0 20 m

Scale at A4 1:400

X:\WHVICEV_Whitchurch, Vicarage\WHVIC EV\010Geomatics\02 CAD\001current\Whitchurch_Vicarage_140911.dwg(Layout4-A4 portrait)***jane.smallridge* 27 Sep 2011

CHECKED BY:**M.B.**27/09/11**

WHITCHURCH, THE VICARAGE, WHITE HORSE LANE

WHVIC11

BOX 1 FILE 2

B: PRIMARY CONTEXT RECORD

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Bucks] Parish:[Whitchurchl]
Site[White Horse Lane Vicarage] Site code[WHVIC 11]
Line 2: Excavators name[K Anker]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	✓
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

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LEVELS REGISTER

SITE CODE NHVIC11 | SITE NAME THE VICARAGE, WHITCHURCH | SHEET NO

TBM	Backsite	Instrument Height (IH) (TBM+Backsight)	Level number	Foresight	Reduced Level (IH-Foresight)	Comments/Context No(s)/ Small Find No(s)/Plan or Section No(s)
138.10	1.14	139.24	1	1.89	137.35	P. 401
			2	1.94	137.30	"
			3	2.01	137.23	"
			4	2.03	137.21	"
			1	2.00	137.24	P. 402
			2	2.02	137.22	"
			3	1.995	137.245	"
			1	2.03	137.21	P. 403
			2	2.00	137.24	"
			1	2.21	137.03	P. 404

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LEVELS **~~CONTEXT CHECKLIST~~**

SITE CODE WHVICII SITE NAME THE NCARAGE, WITCHURCH

Context ~~number~~ ~~TBM~~	Type	Excavated within segments	Relationships	Drawn		Matrix	Comments	Recorder initials
				Section	Plan			
TBM	BS	LEVEL	FS	~~RL~~ H	RL		NOTES	
138.10	1.41		2.07	139.51	137.44		S# 300 REP.	
			2.48		137.03		S# 301	
		1	2.85		136.66		P. 300	
		2	2.59		136.92			
		3	1.65		137.86			
		4	1.66		137.85			
		5	2.73		136.78			
		6	2.59		136.92			
138.16	1.61		1.95	139.77	~~137.27~~	137.82	S# 200	
		1	1.55		138.22		P. 200 SEND TOP	
		2	2.25		137.52		BOTTOM	
		3	2.17		137.60		MID	
		4	2.05		137.72		N BOTTOM	
		5	1.43		138.34		N TOP.	
137.99	1.89	-	~~1.93~~	139.88				
			1.93		137.95		S# 100	
			2.26		137.62		[105] TOP	
			1.92		137.96		[103] TOP	
			1.19		138.69		P 100 E TOP	
			1.85		138.03		BOTTOM	
			1.93		137.95		TOP SLOP	
			2.25		137.63		BOTTOM SLOPE	
			2.31		137.54		BOTTOM W	
			1.56		138.32		TOP W	
138.10	1.30		2.09	139.40	137.31		S# 400	
			2.19		137.21		S# 401	
			1.57		137.83		P. 400 W END TOP	
			2.43		136.97		BOTTOM	
			2.61		136.79		"	
			2.39		137.01		E END BOTTOM	
			1.63		137.77		E END TOP	
			2.65		136.75		TOP BLOB	
			2.47		136.93		TOP C	

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SITE NHVIC 11	EVALUATION TRENCH RECORD SHEET	Trench No. 1

Trench orientation NW - SE	Grid reference	Field No.
Length 10M / Width 1.5M	Average depth to top of natural 0.69m	Was archaeology present ? Yes
Plan Nos ? 100	Section Nos ? 100, 101, 102	Were finds recovered ? Yes

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

Context No.	Description
100	Present topsoil/ploughsoil : very dark greyish brown silt soft 0.28m
101	Subsoil: mid greenish brown clayey silt 0.49m
102	Natural: light yellowish cream sandy clay w/ mid-sized S-A soft stone (~30%)
103	Tree throw cut
104	Tree Throw Fill
105	Tree Throw Cut
106	Tree Throw Fill
107	FILL OF 105. MIXED RE-DEPOSITED NATURAL CLAY + LIMESTON. UPCAST FROM UPTURNED TREE. NO FINDS. MAX DEPTH 0.12m
	~~Natural (describe)~~

Brief description of archaeology/comments

A Trench contained one large and one small tree throw, both were investigated and modern finds recovered

Recorder EM

Date 22/11/11

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CONTEXT RECORD

Context No. [103]

SITE WHNC11

ADDITIONAL SHEETS:

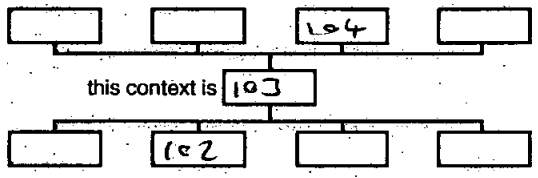
TYPE TREE BOLE

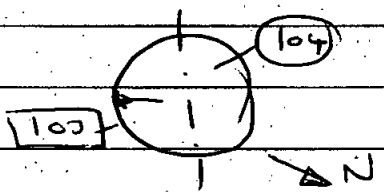
Trench	Context Type: ~~Deposit~~ / Cut / ~~Structure~~	Check Lists:
Site sub-div 1	Overlain by:	DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by:	
Plan No. 100	Cut by:	
	Filled by: (104)	
Section No. 101	Same as:	CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
Co-Ordinates	Part of:	
	Consists of:	
	Overlies:	
Level	Butts:	MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
Slide No. 1	Cuts: (102)	
Neg No. 1	Fill of:	
Matrix location	Relationships uncertain	

Description (See check lists):

1. circular
2. concave / shallow ~40° / clear
3. 0.28m diameter / 0.06m deep
4. →
5. —
6. (104)
7. —

STRATIGRAPHIC MATRIX





Interpretation/Discussion:

small tree bole: modern

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 22/11/11

Initials

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CONTEXT RECORD

Context No. 104

SITE WHNC 11

ADDITIONAL SHEETS:

TYPE FILL

Trench	
Site sub-div	1
Structure No.	
Plan No.	100
Section No.	101
Co-Ordinates	
Level	
Slide No.	1
Neg No.	1
Matrix location	

Context Type: Deposit / ~~Cut / Structure~~

Overlain by: 101

Abutted by:

Cut by:

Filled by:

Same as:

Part of:

Consists of:

Overlies:

Butts:

Cuts:

Fill of: 103

Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

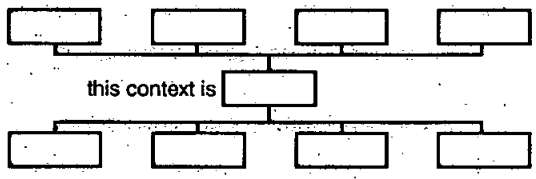
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fills
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

1. soft
2. dark greyish brown
3. silt
4. contained by [103] " "
5. "
6. —
7. — 8. trowel / fine

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

- only fill of modern tree hole [103]
- 1 sherd of glass

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [✓]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder [illegible]

Date 22/11/11

Initials

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CONTEXT RECORD

Context No. [105]

SITE WHNC11

ADDITIONAL SHEETS:

TYPE TREE THROW

Trench	
Site sub-div	1
Structure No.	
Plan No.	100
Section No.	102
Co-Ordinates	
Level	
Slide No.	1
Neg No.	1
Matrix location	

Context Type: Deposit / Cut / Structure

Overlain by:

Abutted by:

Cut by:

Filled by: (106)

Same as:

Part of:

Consists of:

Overlies:

Butts:

Cuts: (102)

Fill of:

Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

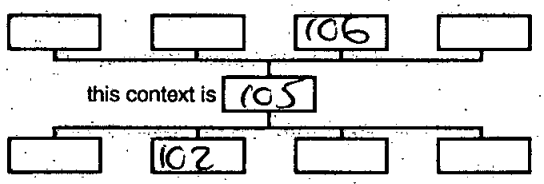
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

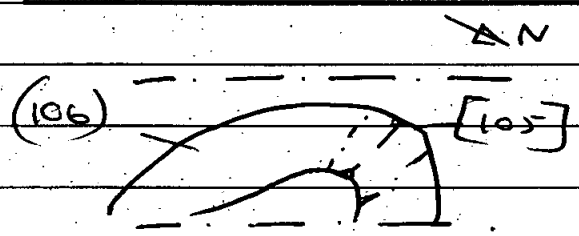
MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

1. circular
2. rounded / shallow ~20° / clear
3. 3.30m x 1.40m (in trench)
4. —
5. —
6. (106)
7. —

STRATIGRAPHIC MATRIX





Interpretation/Discussion:

- Modern tree throw
- Not fully revealed.

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 22/1./14

Initials

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CONTEXT RECORD

Context No. 106

SITE WHVC11

ADDITIONAL SHEETS:

TYPE F/I

Trench 1	Context Type: Deposit / ~~Cut / Structure~~
Site sub-div	Overlain by: 101
Structure No.	Abutted by:
Plan No. 100	Cut by:
	Filled by:
Section No. 102	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies:
Level	Butts:
Slide No. 1	Cuts:
Neg No. 1	Fill of: 105
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

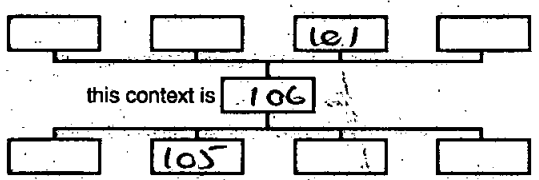
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

1. loose
2. mid greyish brown
3. silt
4. —
5. contained by [105]
6. " "
7. — 8. mattock / fine

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

only fill of modern tree throw: [105]
modern pottery finds

Finds (tick): None [ ] Pot [1] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 22/11/11

Initials

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SITE WHVIC11	EVALUATION TRENCH RECORD SHEET	Trench No. 2

Trench orientation NW-SE		Grid reference	Field No.
Length 6m	Width 1.5m	Average depth to top of natural 0.65m	Was archaeology present ? No
Plan Nos ? —		Section Nos ? 200	Were finds recovered ? No

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

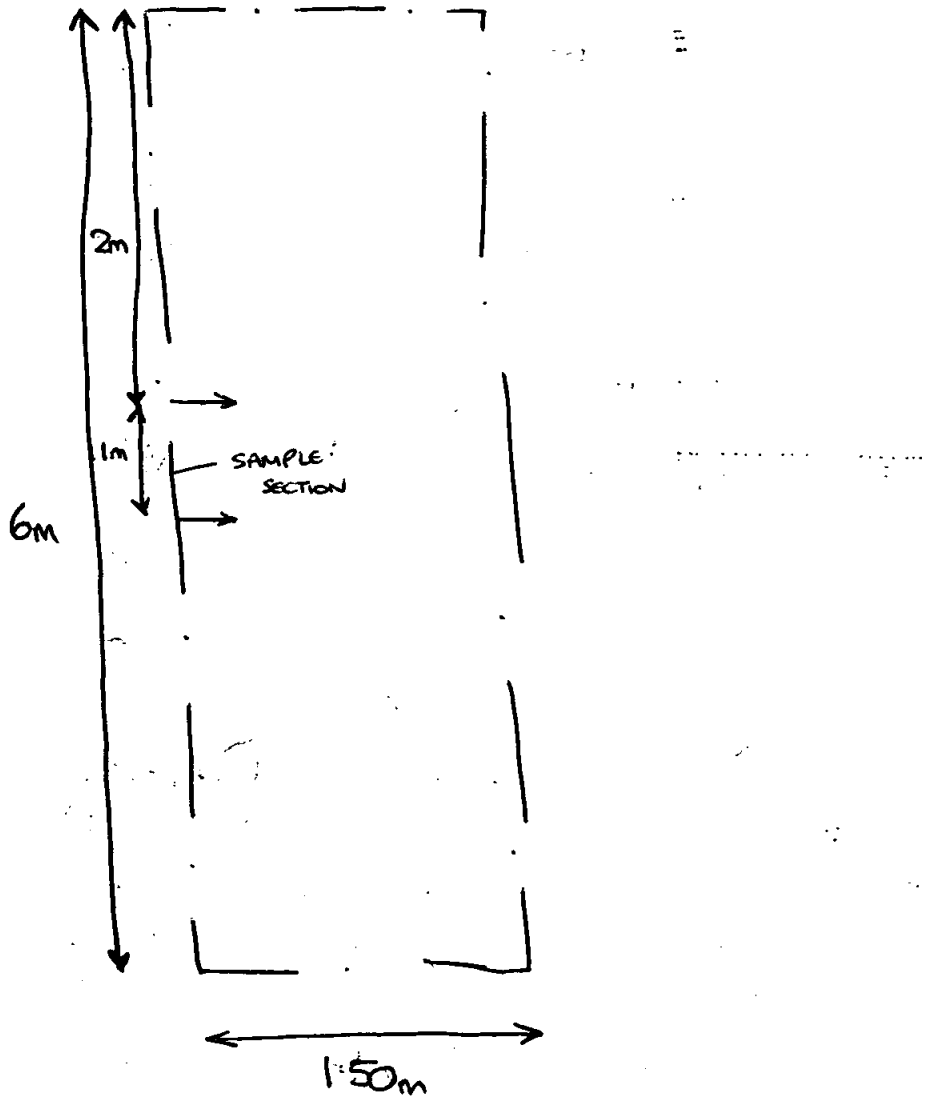
Context No.	Description
	~~Present topsoil/ploughsoil~~
200	Natural: v. light yellowish grey sandy clay, firm.
201	mid greenish grey silty clay firm 0.32m
202	mid brownish grey clayey silt firm 0.18m
203	light cream sandy clay firm 0.08m
204	dark orangey yellow silty sand with CBM + brick (~10-20%) and S-R + S-A small stones (~30-40%) 0.04m loose
205	~~Natural (describe)~~ Tarmac surface 0.02m

Brief description of archaeology/comments

Trench 2 runs through the church hall car park
- It contained no archaeology
- Its top surface is a thin layer of tarmac which overlies 2 make-up layers.
- (202) appears to be topsoil remnants with (201) being subsoil

Recorder KM

Date 22/11/2011



NOT TO SCALE.

N

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SITE WHVIC 11	EVALUATION TRENCH RECORD SHEET	Trench No. 3

Trench orientation 3x3m²	Grid reference	Field No.
Length 3 / Width 3	Average depth to top of natural	Was archaeology present ? Yes
Plan Nos ? 301	Section Nos ? 301 302	Were finds recovered ?

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

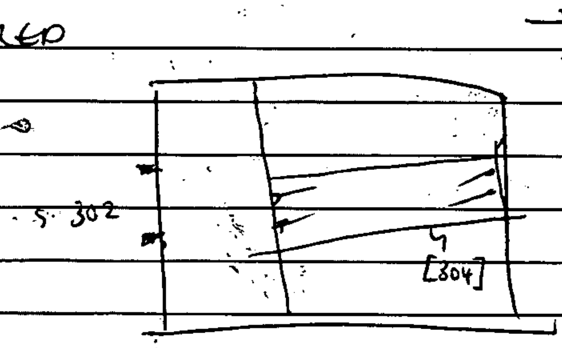
Context check list / Descriptions

Context No.	Description
301	Present topsoil/~~ploughsoil~~ DARK GREY BROWN SILTY CLAY. FRIABLE 0.20M TOPSOIL
302	FRIABLE MID GREEN GREY SILTY CLAY, OCC. SMALL SUB ANG FRAGS LIMESTONE 0.18 SUBSOIL
303	LOOSE LIGHT MID GREY SILTY CLAY WITH FREQ FRAGS SUB ANG STONE, CBM. GLAZED 6" DIAM CERAMIC PIPE. MAKE UP/LEVELLING LAYER 0.92M
[304]	CUT OF LINEAR. IRREG. SIDE S. EDGE. FLAT BOTTOM. MAX DEPTH 0.62M
(305)	FIRM LIGHT GREY BROWN WITH FREQ FLECKS OF LIMESTONE, CHARCOAL, OCC. ANIMAL BONE MAX DEPTH 0.62M
[306]	RECUT OF [304]. DARK GREY BROWN SILTY CLAY WITH ~~[illegible]~~ OCC. FLECKS CHARCOAL. LIMESTONE FRAGS
(307)	MAX DEPTH 0.62M.
(308)	NAT. FIRM LIGHT YELLOW BROWN DEGRADED LIMESTON
(309)	FIRM MIXED DARK BROWN / MID BROWN SILTY CLAY. OCC PATCHES OF
	LIMESTONE NAT 0.36M APPEARING. ? SOME ROOT DISTURBANCE. ORIGINAL
	SUBSOIL?
	Natural (describe)

Brief description of archaeology/comments

DITCH ORIENTATED E-W IN TRENCH. POT. ANIMAL BONE RECOVERED

FEATURE IS COVERED BY CA. 0.70M OF OVERBURDEN



Recorder

Date

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SITE WHVIC 11	EVALUATION TRENCH RECORD SHEET	Trench No. 4

Trench orientation NW-SE		Grid reference	Field No.
Length 9m	Width 1.50	Average depth to top of natural 0.70	Was archaeology present ? Yes
Plan Nos ?		Section Nos ?	Were finds recovered ? Yes

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

Context check list / Descriptions

Context No.	Description
400	Present topsoil/~~ploughsoil~~ DARK GREY BROWN SILTY CLAY. VERY ORGANIC GARDEN SOIL W/ FREQUENT FINE ROOTS. OCC FLECKS CHARCOAL MAX THICKNESS 0.54M.
401	LIGHT GREY BROWN SILTY CLAY WITH FREQ FRAGS CRUSHED LIMESTONE, OCC PATCHES MORTAR, FLECKS CHARCOAL, SMALL CBM FLECKS. VERY SIMILAR TO LEVELLING DEPOSIT IN TR 3; AND PROB ALSO ACTING AS LEVELLING LAYER HERE. MAX THICK. 0.25m
402	SUBSOIL MIXED LIGHT BROWN RED SILTY CLAY WITH OCC. PATCHES + FLECKS OF LIMESTONE. FIRM TO STIFF. MAX DEPTH 0.33m
403	NATURAL INTERFACE BTW LIMESTONE GEOLOGY + SUBSOIL LIGHT GREEN BROWN SILTY CLAY WITH. PATCHES OF LIMESTONE. MAX THICK 0.15m
404.	NATRAL LIMESTONE BECOMING SLIGHTLY CHALKY TO SE END. OCC
	Natural (describe) PATCHES OF CLAY WITHIN + AFFECTED BY BIOTURBATION

Brief description of archaeology/comments

TRY CONTAINED TWO PATCHES OF BIOTURBATION, A SQUARE POSTHOLE FILLED WITH MORTAR IN S FACING SECTION + AN AREA OF BURNED HEAT AFFECTED STONES, POSS A HEARTH IN THE SE CORNER OF THE TRENCH.

	Recorder
	Date

Oxford Archaeology

CONTEXT CHECKLIST

SITE CODE WHVIC11 | SITE NAME THE VICARAGE, WHITCHURCH

Context number	Type	Excavated within segments	Relationships	Drawn		Matrix	Comments	Recorder initials
				Section	Plan			
400	LAYER						TOPSOIL	
401	LAYER						LEVELLING / MADE GROUND	
402	LAYER						SUBSOIL	
403	LAYER						NAT INTERFACE	
404	LAYER						NAT	
405	CUT							
406	FILL							
407	CUT							
408	FILL							
409	CUT							
410	FILL							
411	LAYER							
412	STONES							
413	LAYER							
414	CUT?							
415	LAYER							

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CONTEXT RECORD

Context No. [405]

SITE WHVIC11

ADDITIONAL SHEETS:

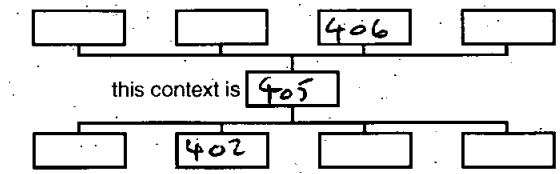
TYPE Post Hole

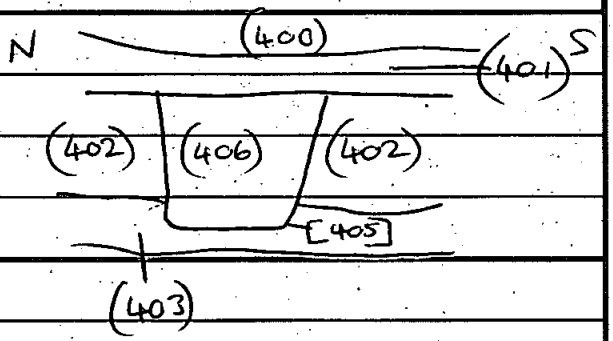
Trench 4	Context Type: ~~Deposit~~ / Cut / ~~Structure~~	Check Lists:
Site sub-div	Overlain by:	DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by:	
Plan No. ~~4~~ —	Cut by:	
	Filled by: (406)	
Section No. 402	Same as:	CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
Co-Ordinates	Part of:	
	Consists of:	
	Overlies:	
Level	Butts:	MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
Slide No.	Cuts: (402)	
Neg No.	Fill of:	
Matrix location	Relationships uncertain	

Description (See check lists):

1. UNKOWN
2. FLAT / STEEP ~ 75° / CLEAR
3. 0.38M WIDE / 0.30M DEEP.
4. ⇒
5. —
6. (406)
7. —

STRATIGRAPHIC MATRIX





Interpretation/Discussion:

* Mator-filled post hole
* excavated by machine + only recorded in section
* Probably modern

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 23/11/11

Initials

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CONTEXT RECORD

Context No. (406)

SITE WHVIC11

ADDITIONAL SHEETS:

TYPE FILL OF POST HOLE

Trench 4

Context Type: Deposit / ~~Cut / Structure~~

Check Lists:

Site sub-div

Overlain by: (401)

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

Structure No.

Abutted by:

Plan No. 400

Cut by:

Filled by:

Section No. 401

Same as:

CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

Part of:

Co-Ordinates

Consists of:

Overlies:

Level

Butts:

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Slide No.

Cuts:

Neg No.

Fill of: [405]

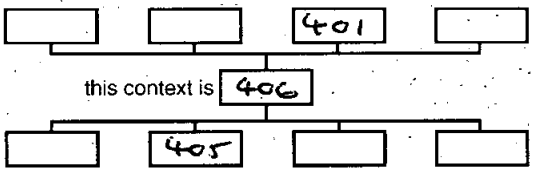
Matrix location

Relationships uncertain

Description (See check lists):

1. Fairly Firm.
2. Cream.
3. mortar
4. —
5. contained by [405]
6. "
7. —
8. Machine / dry.

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

MORTAR FILL OF POST HOLE [405]

No ENDS.

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 23/11/11

Initials

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CONTEXT RECORD

Context No. 407

SITE WHVICII

ADDITIONAL SHEETS:

TYPE Footing

Trench 4	Context Type: ~~Deposit~~ / Cut / ~~Structure~~
Site sub-div	Overlain by:
Structure No.	Abutted by:
Plan No. 400	Cut by:
	Filled by: (408)
Section No. 401	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies:
Level	Butts:
Slide No.	Cuts: (404)
Neg No.	Fill of:
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

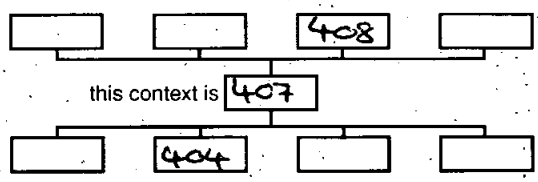
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

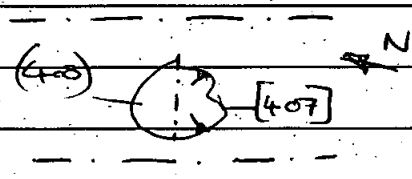
MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

1. Sub-circular
2. uneven / shallow ~ 30° / clear
3. 0.54m diameter / 0.09m deep
4. →
5. —
6. (408)
7. —

STRATIGRAPHIC MATRIX





Interpretation/Discussion:

shallow tree rooting

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 23/11/11

Initials

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CONTEXT RECORD

Context No. (408)

SITE WHVIC11

ADDITIONAL SHEETS:

TYPE FILL

Trench 4	Context Type: Deposit / ~~Cut / Structure~~
Site sub-div	Overlain by: (403)
Structure No.	Abutted by:
Plan No. 400	Cut by:
	Filled by:
Section No. 401	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies:
Level	Butts:
Slide No.	Cuts:
Neg No.	Fill of: [407]
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

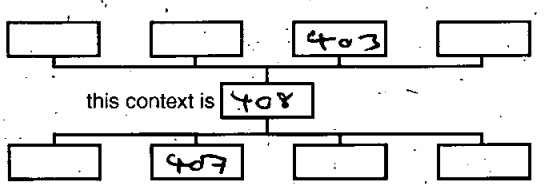
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

1. soft
2. mid brownish grey
3. silty clay
4. —
5. contained by [407]
6. " "
7. — 8. trowel / fine

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

only fill of cooking [407]
no finds

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 23/11/11

Initials

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CONTEXT RECORD

Context No. [409]

SITE WHVICH

ADDITIONAL SHEETS:

TYPE Rooting

Trench 4	Context Type: ~~Deposit~~ / Cut / ~~Structure~~
Site sub-div	Overlain by:
Structure No.	Abutted by:
Plan No. 400	Cut by:
	Filled by: (410)
Section No. 403	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies:
Level	Butts:
Slide No.	Cuts: (404)
Neg No.	Fill of:
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

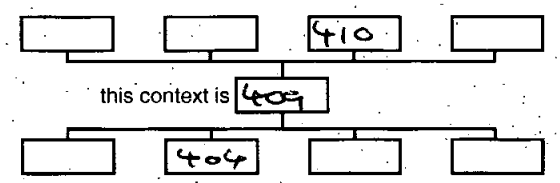
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

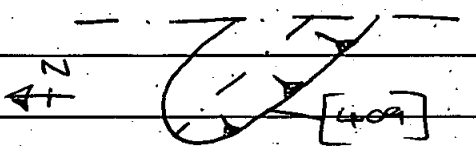
MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form
6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

1. Linear : NW - SE
2. rounded / sloping ~40° / clear
3. 0.30m wide / 0.05m deep
4. →
5. —
6. (410)
7. —

STRATIGRAPHIC MATRIX





Interpretation/Discussion:

Remains of tree rooting running out of trench section

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 23/11/11

Initials

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CONTEXT RECORD

Context No. 410

SITE WHVIC11

ADDITIONAL SHEETS:

TYPE Fill

Trench 4	Context Type: Deposit / ~~Cut / Structure~~
Site sub-div	Overlain by: 403
Structure No.	Abutted by:
Plan No. 400	Cut by:
	Filled by:
Section No. 403	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies:
Level	Butts:
Slide No.	Cuts:
Neg No.	Fill of: 409
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

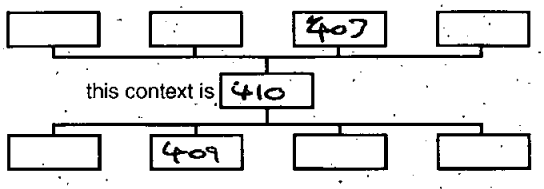
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

1. Soft
2. Mid. brownish grey
3. Silty clay
4. —
5. Cartouched by [409]
6. "
7. — 8. Gravel / fine

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

* only fill of cutting [409]
* No finds

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 23/11/11

Initials

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CONTEXT RECORD

Context No. 411

SITE WHMC11

ADDITIONAL SHEETS:

TYPE Fill

Trench	Context Type: Deposit / Cut / Structure
Site sub-div	Overlain by: 400
Structure No.	Abutted by:
Plan No. —	Cut by:
	Filled by:
Section No. 400	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies: 412
Level	Butts:
Slide No.	Cuts:
Neg No.	Fill of: 414
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

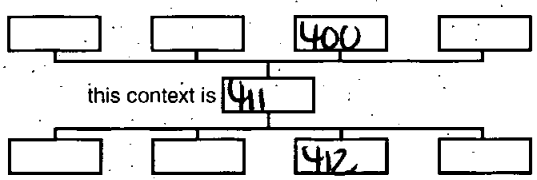
MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

LAYER OF FRIABLE DARK GREY BROWN SILTY CLAY W/ RARE FLECKS OF MORTAR, OCC. CHARCOAL FLECKS + FREQUENT FRAGS OF TILE TOWARDS BASE OF DEPOSIT. MAX THICK. 0.17M.

EXCAVATED BY MACHINE + CLEANED/CUT BACK BY HAND.

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

BACKFILL OF POSS. HEARTH.

Finds (tick): None [ ] Pot [✓] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [✓] Wood [ ] Leather [ ]

△ Small Finds	Recorder
◇ Samples	Date
⌂ Building Materials	Initials

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CONTEXT RECORD

Context No. 412

SITE WHVIC 11

ADDITIONAL SHEETS:

TYPE Fill

Trench	Context Type: Deposit / Cut / Structure
Site sub-div	Overlain by: 411
Structure No.	Abutted by:
Plan No. —	Cut by:
	Filled by:
Section No. 400	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies:
Level	Butts:
Slide No.	Cuts:
Neg No.	Fill of: 414
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

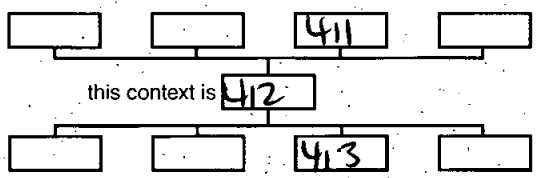
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

LAYER OF SHAPED (ROUGHLY) STONES
? SANDSTONE/LIMESTONE. HEAT AFFECTED +
BONDED W/ ? MORTAR AT BASE.
VARIETY OF SIZED STONES. PLP. EXAMPLES RETAINED
TILE SITTING ON TOP OF STONES @ SE CORNER.

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

SURFACE OF POSS HEARTH. STONES, BONDED W/ MORTAR.

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds	Recorder
◇ Samples	Date
⌂ Building Materials	Initials

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CONTEXT RECORD

Context No. 413

SITE WHMC 11

ADDITIONAL SHEETS:

TYPE Fill ?

Trench	Context Type: Deposit / ~~Cut / Structure~~
Site sub-div	Overlain by: 412
Structure No.	Abutted by:
Plan No. —	Cut by:
	Filled by:
Section No. 400	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies:
Level	Butts:
Slide No.	Cuts:
Neg No.	Fill of: 414
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

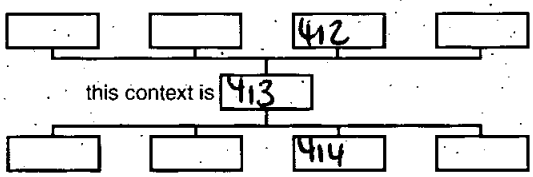
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

FIRM MID ORANGE TO DARK RED SILTY CLAY. HEAT AFFECTED. NO INCLUSIONS.

STRATIGRAPHIC MATRIX



POSS WITHIN A CUT, BUT COULD JUST BE THE HEAT AFFECTED CLAY.

Interpretation/Discussion:

POSS FILL OF 414. COULD JUST BE HEAT AFFECTED 413. SHARP HORIZON BTN 403 TRAMPLE WHICH DOES PERHAPS SUGGEST MORE LIKELY TO BE A FILL.

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds	Recorder
◇ Samples	Date
⌂ Building Materials	Initials

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CONTEXT RECORD

Context No. 414

SITE WHNC11

ADDITIONAL SHEETS:

TYPE Poss Cut

Trench 4	Context Type: ~~Deposit~~ / Cut / ~~Structure~~	Check Lists:
Site sub-div	Overlain by:	DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by:	
Plan No. 400	Cut by:	
	Filled by: 413	
Section No. 400	Same as:	CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
Co-Ordinates	Part of:	
	Consists of:	
	Overlies:	
Level	Butts:	MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
Slide No.	Cuts: 403	
Neg No.	Fill of:	
Matrix location	Relationships uncertain	

Description (See check lists):

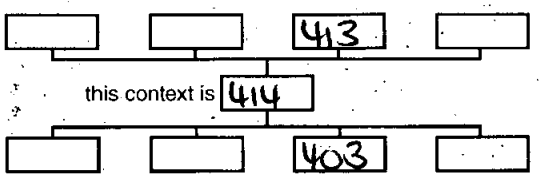
? TO BE CONFIRMED

GRADUAL SLOPING SIDES + FLAT BASE

MAX WIDTH IN TRENCH 1.30m. x

1m. Poss. SQUARE SHAPE

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

Poss CUT FOR POSS. HEARTH

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds	Recorder
◇ Samples	Date
⌂ Building Materials	Initials

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CONTEXT RECORD

Context No. (415)

SITE WHVIC11

ADDITIONAL SHEETS:

TYPE LAYER.

Trench 4 EXT.

Context Type: Deposit / ~~Cut / Structure~~

Check Lists:

Site sub-div

Overlain by: (412)

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

Structure No.

Abutted by:

Plan No. 401.

Cut by:

Filled by:

Section No. 400

Same as:

Part of:

CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

Co-Ordinates

Consists of:

Overlies: (413)

Level

Butts:

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Slide No. 10c

Cuts:

~~Neg No.~~ dig. 131-2

Fill of:

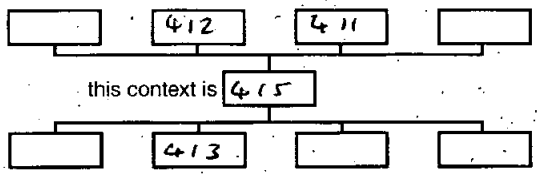
Matrix location

Relationships uncertain

Description (See check lists):

1. Soft
2. light pink
3. Mortar
4. —
5. 0.02m
6. 1.30m x 0.52m
7. — 8. hard / fine

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

· Thin layer of mortar underlying stones (412) + backfill (411)

· probably used to bond stones (412) to the ground, which have since been partly robbed

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder KM

Date 24/11/11

Initials

WHITECHURCH, THE VICARAGE,
WHITE HORSE LANE
WH VIC 11

BOX 1 FILE 3

B : PRIMARY DRAWINGS.

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Bucks] Parish:[Whitchurchl]
Site[White Horse Lane Vicarage] Site code[WHVIC 11]
Line 2: Excavators name[K Anker]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of ~~Drawings~~ a	✓
~~B: Site Data – Text:~~ Primary Drawings	✓
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

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PLAN RECORD SHEET

SITE CODE WHVC11 | SITE NAME THE VICARAGE WITTCHURCH.

Plan number	Context(s)	Scale	Drawn by	Size (A1, A4, etc.)
100	TRENCH 1	1:20	KM	A4
300	TEST PIT - TRENCH 3	"	KM	"
400	TRENCH 4	1:50	KM	A4
401	402, 412, 415, 401	1:20	KM	"
402	402, 415, 413	"	"	"
403	413	"	KA	"
404	402	"	"	"
~~400~~	~~400, 411, 401, 412, 403, 415, 413, 414~~	~~"~~	~~"~~	

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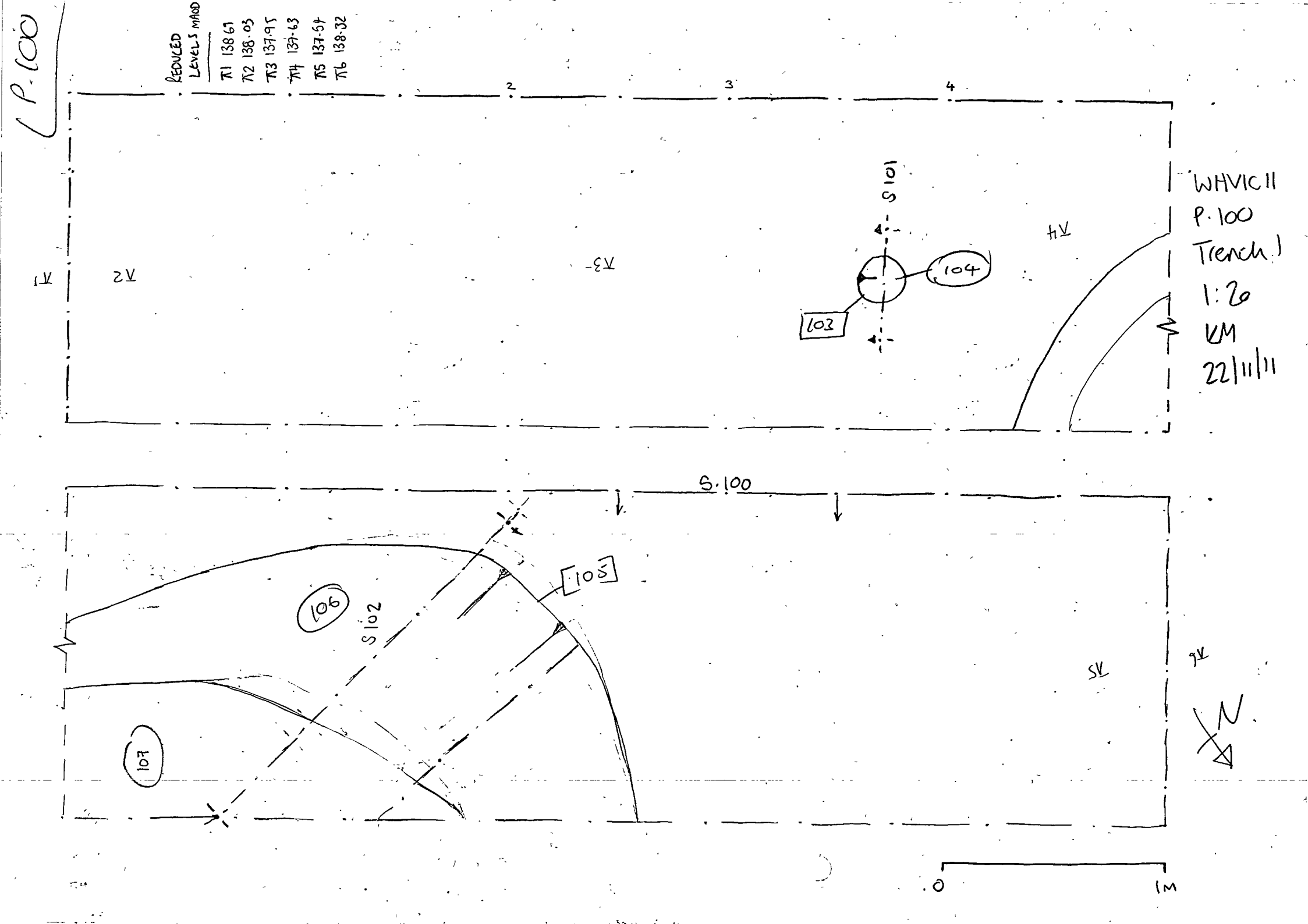
SECTION RECORD SHEET

Site Name: THE HANGAR, WHITCHURCH		Site Code: WHHC 11			
Section No	Context(s)	Scale	Drawn By	Size A1, A4 etc	Plan (Sheet) No
100	100, 101, 102	~~A1~~ 1:20	KM	A4	100
101	103, 104	"	"	"	100
102	105, 106	"	"	"	100
200	200, 201, 202, 203, 204, 205	"	"	"	—
300	301, 302, 303, 309, 308	"	"	"	300
301	301, 302, 303, 304, 305, 306, 307, 309	"	"	"	"
400	400, 401, 411, 403, 412, 413, 414, 415	"	KA	"	406
401	407, 408	"	KM	"	"
402	400, 401, 402, 405, 406, 403, 404	"	"	"	1
403	409, 410	"	"	"	"

P.100

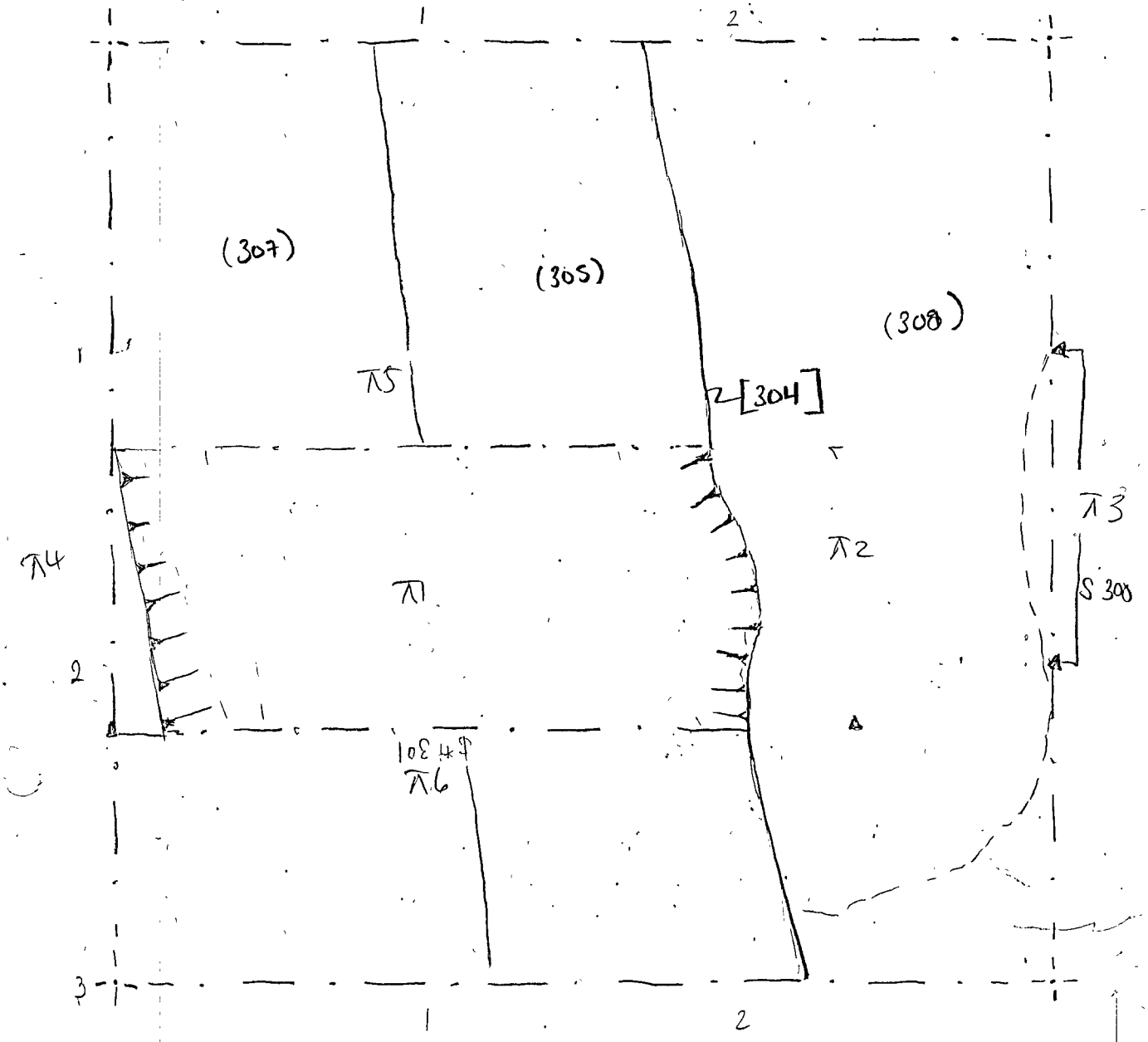
REDUCED LEVELS mAOD

TP1	138.61
TP2	138.03
TP3	137.95
TP4	137.63
TP5	137.54
TP6	138.32



WHVIC II
TRENCH 3
P# 300
SCALE 1:20
KA

TR3

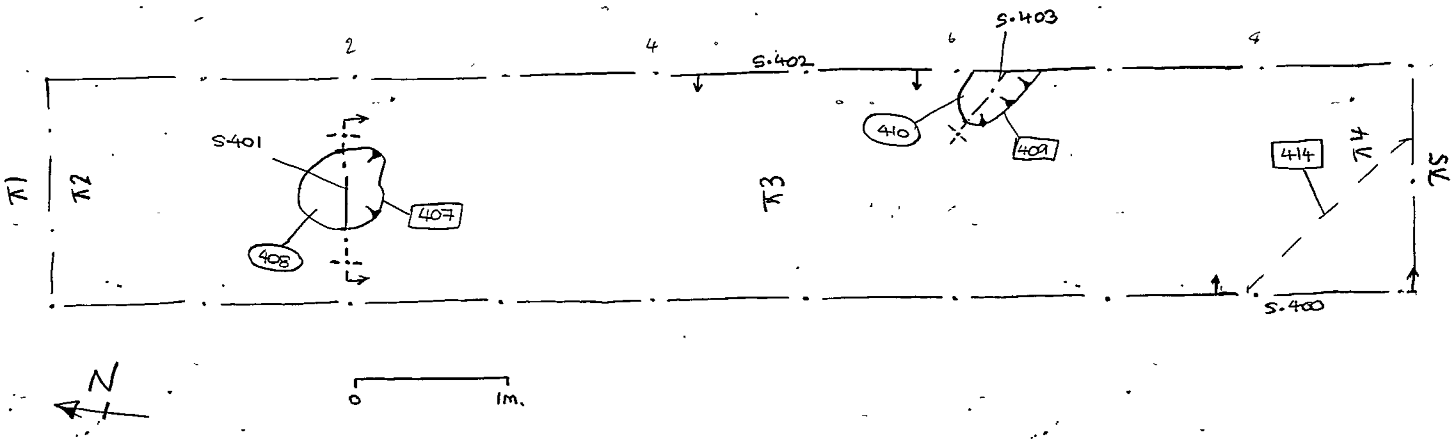


REDUCED LEVELS

T1	136.66 mAOD
T2	136.92
T3	137.86
TH	137.85
T5	136.78
T6	136.92

N

P.400



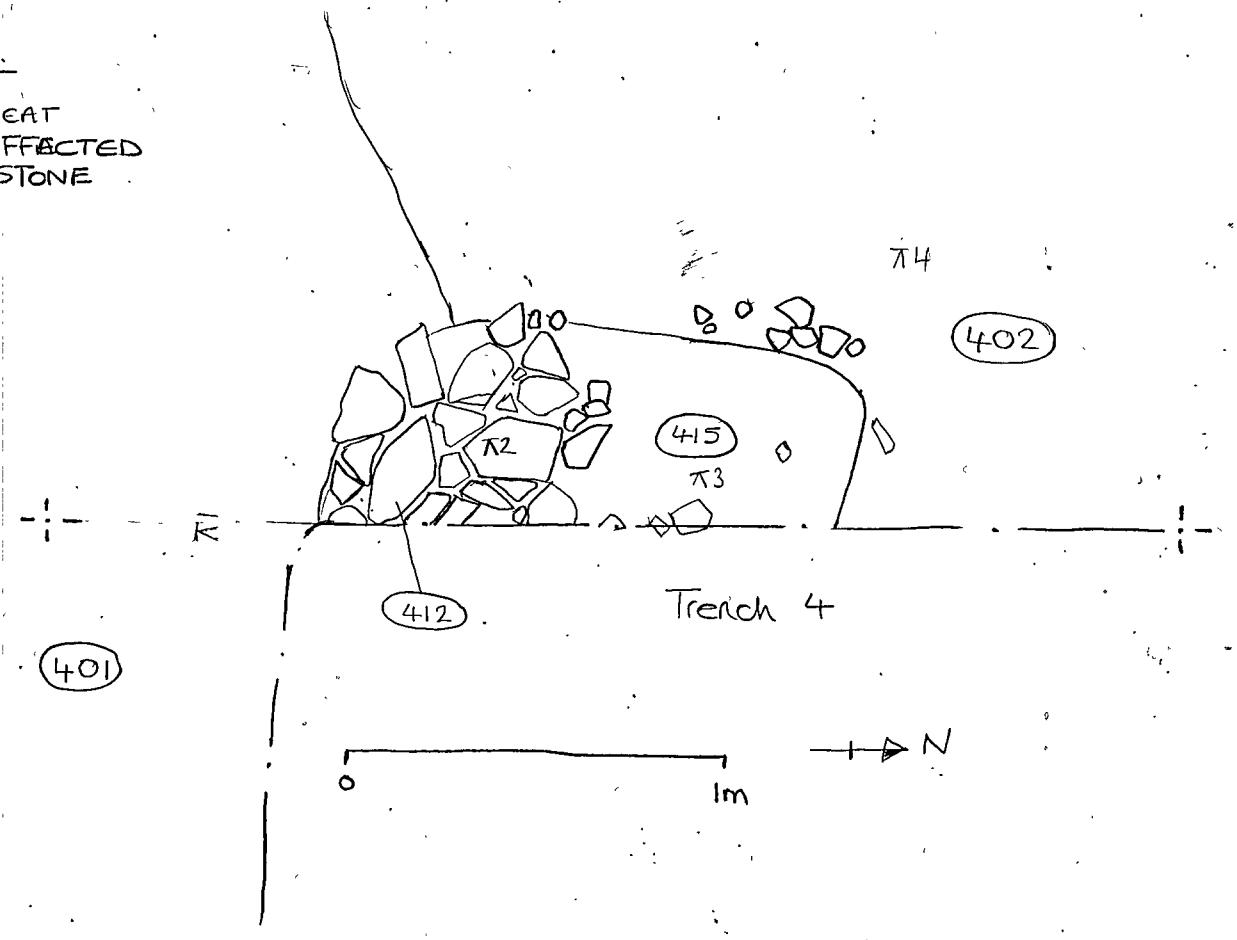
WHVIC11
P.400
Trench 4
1:50
KM 23/11/2011

REDUCED LEVELS

π1	137.83 m AOD
π2	136.97
π3	136.79
π4	137.01
π5	137.77

KEY.

= HEAT AFFECTED STONE



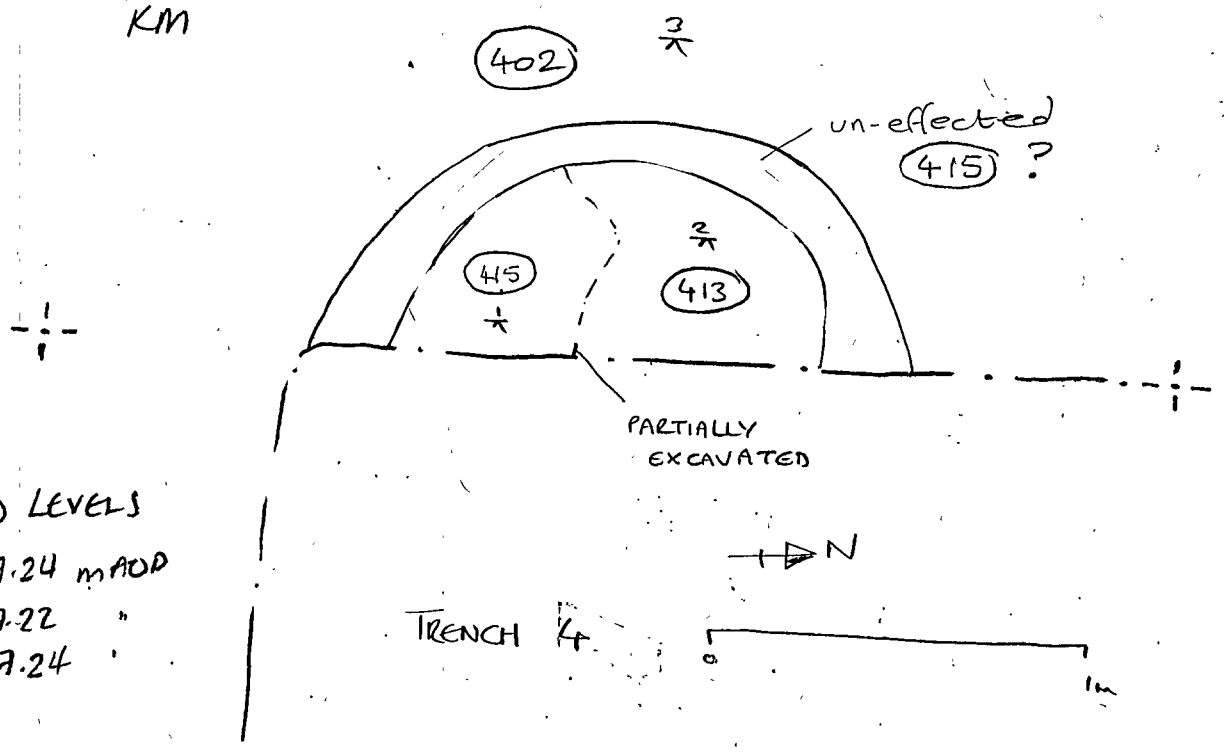
WHMC 11
P# 401
SCALE 1:20
KM

REDUCED LEVELS

π1	137.35 m AOD
π2	137.30
π3	137.23
π4	137.21

WHVC 11

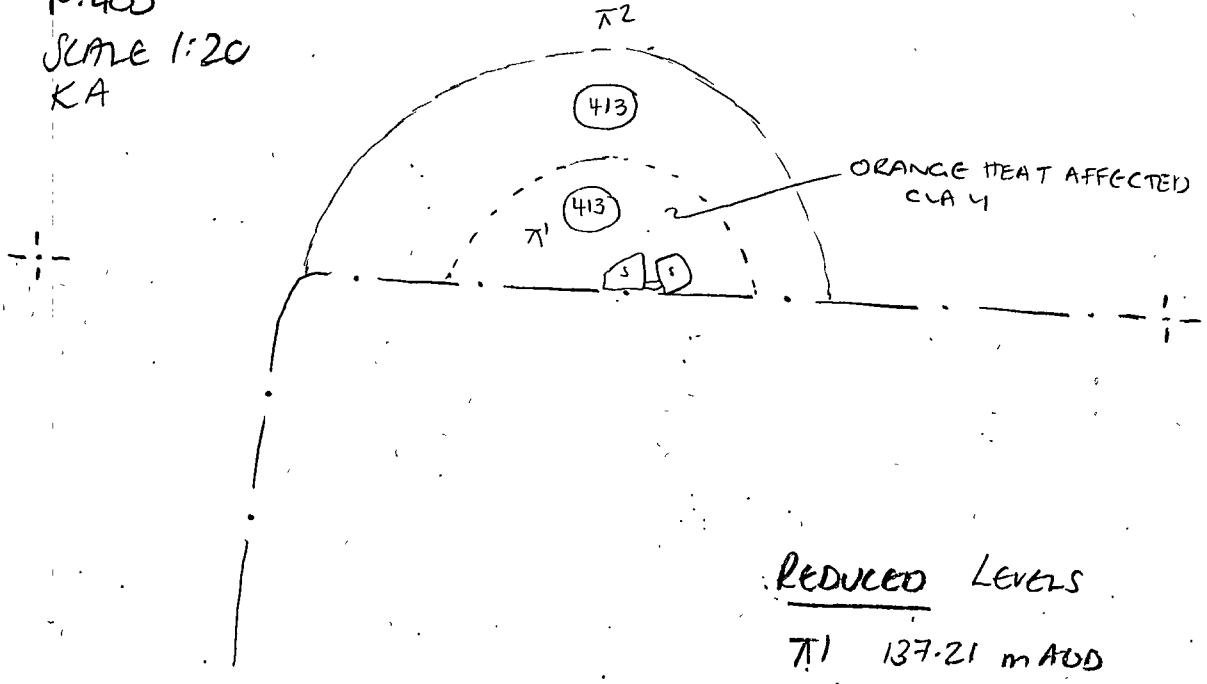
~~P.403~~
P402
SCALE 1:20
KM



REDUCED LEVELS

T1	137.24	m AOD
T2	137.22	"
T3	137.24	"

~~P.404~~
P.403
SCALE 1:20
KA

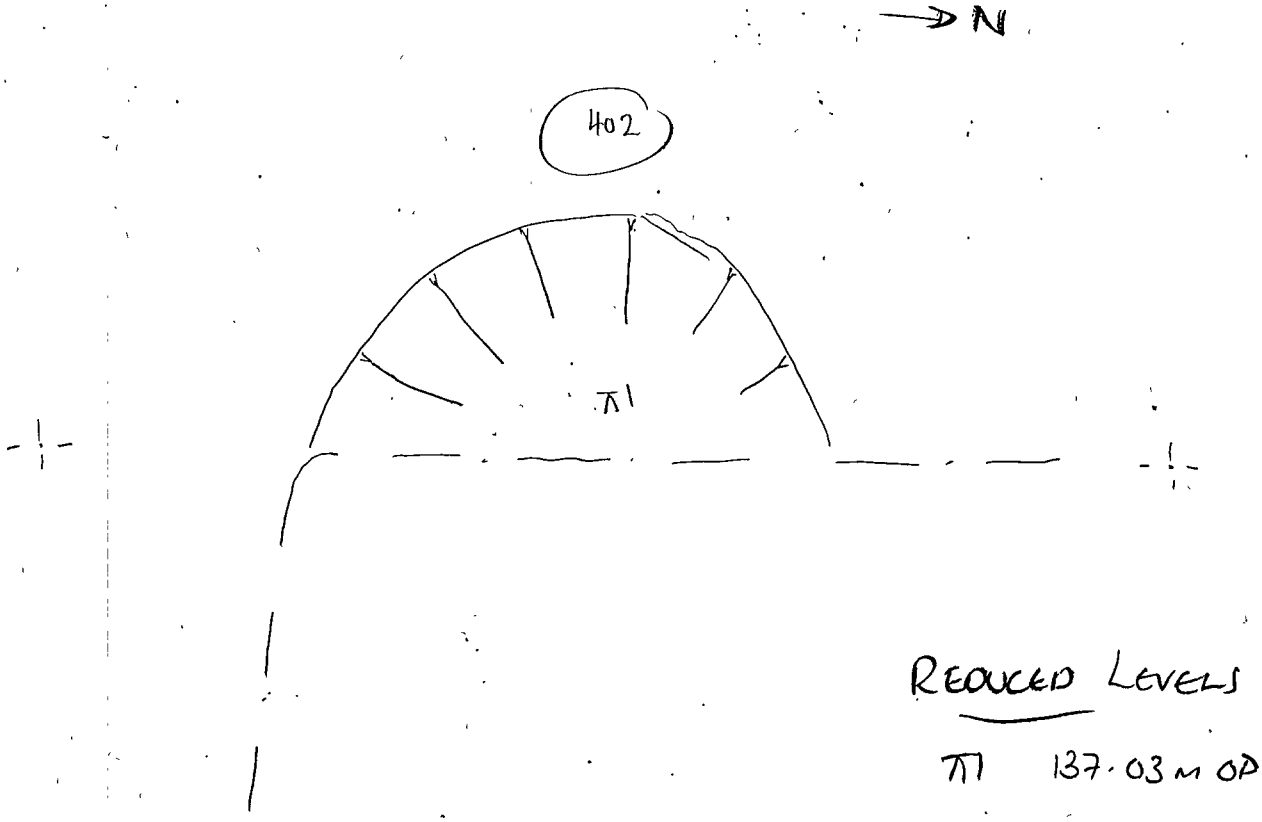


REDUCED LEVELS

T1	137.21	m AOD
T2	137.24	"

WMC 11

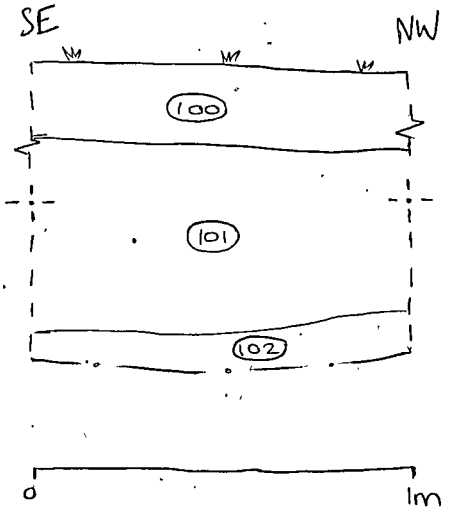
P. 404
SCALE 1:20
KA



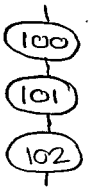
REDUCED LEVELS

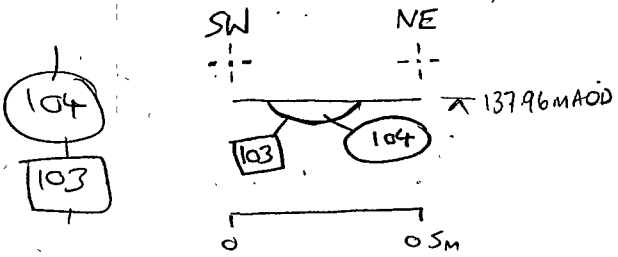
TI 137.03 m OD

S.100
S 101
S.102

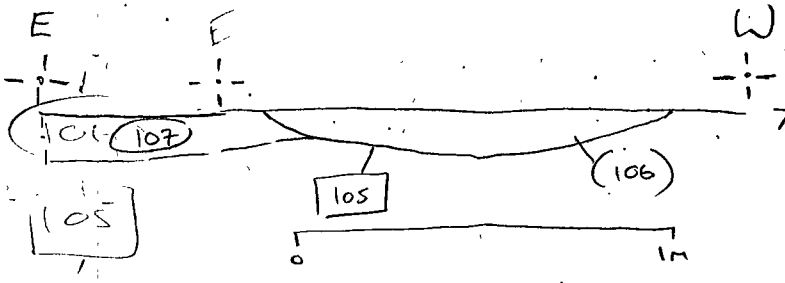


WHVIC11
S-100
SAMPLE SECTION
1:20
KM 22/11/11



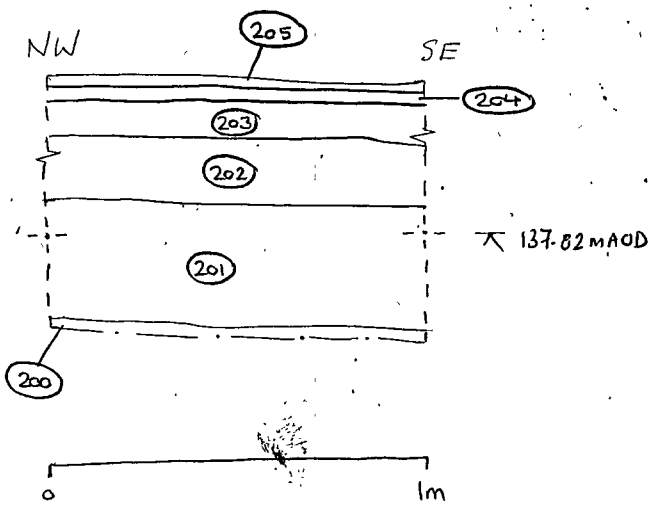


WHVIC11
S·101
Tree Throw [103]
1:20 KM 22/11/11



WHVIC11
S·102
TREE THROW [105]
1:20
KM 22/11/11

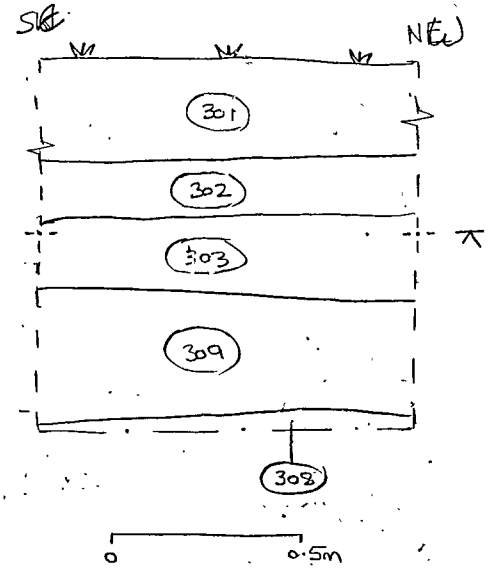
S:200



WHVIC11
S:200
SAMPLE SECTION
1:20
KM
22/11/11

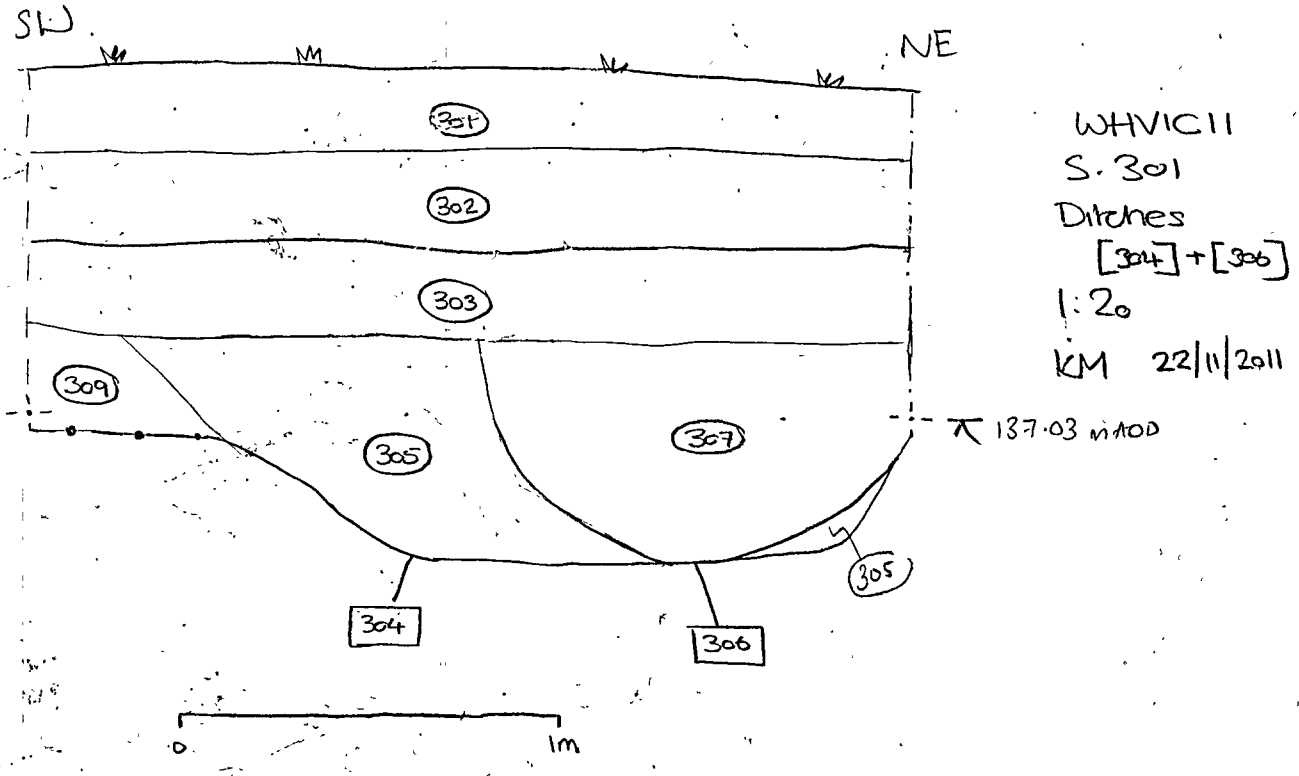
S.300
S.301

3.4
3.6



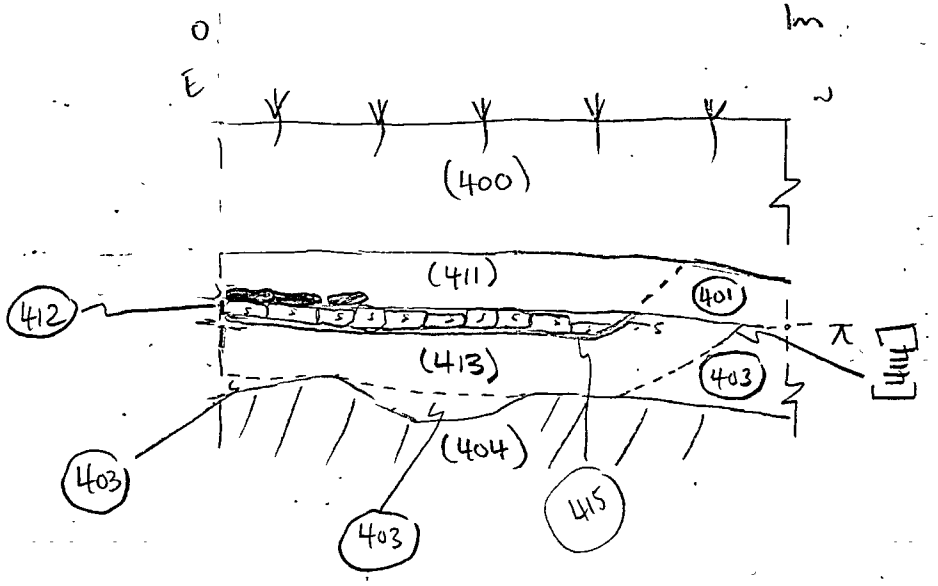
(301)
(302)
(303)
(309)
(308)

WHVIC11
S. 300
SAMPLE SECTION
1:20
KM 22/11/2011



WHVIC11
S. 301
Ditches [304] + [306]
1:20
KM 22/11/2011

TRENCH 4
SCALE 1:20
23/11/11
S# 400

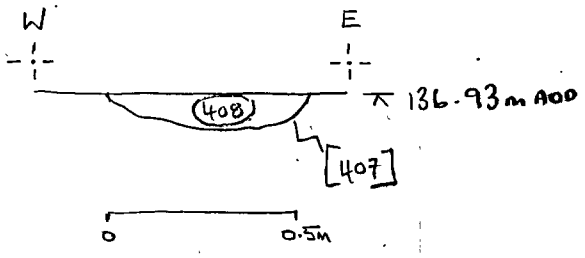


S STONE
TILE

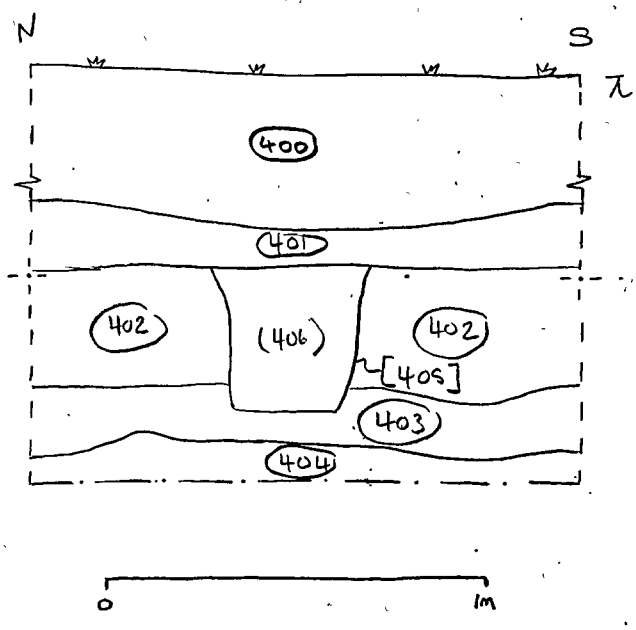
T 137.31 mAOD

WHNC 11

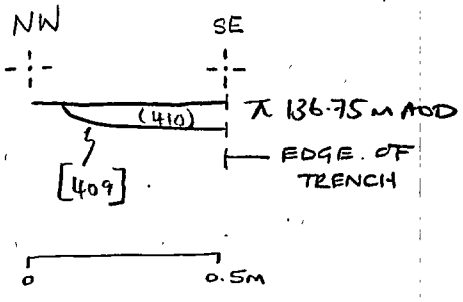
S.401
S.402
S.403



WHVIC II
S # 401
ROOT DISTURBANCE [407]
1:20
KM 23/11/2011



WHVIC II
S # 402
SAMPLE SECTION
WITH POST HOLE [405]
1:20
KM 23/11/2011.



WHVIC II
S # 403
ROOTING [409]
1:20
KM 23/11/2011.

TBM VALUES TAKEN FROM BASEMAP PROVIDED BY CLIENT

CALL SUZIE
CALL CLARA

ST03	480255.369	220799.467	138.438	PIN
ST04	480259.662	220774.244	138.021	PIN
ST05	480279.951	220776.559	138.231	PIN
ST06	480278.796	220786.902	138.021	PIN
ST07	480292.586	220780.413	138.161	PIN
ST08	480310.168	220762.111	137.536	PIN
ST09	480284.488	220753.403	137.999	PIN
ST10	480307.987	220798.695	138.272	PIN
ST11	480334.162	220801.659	138.033	PIN
ST12	480284.307	220798.637	138.353	PIN
ST13	480292.497	220820.713	138.417	PIN
ST14	480304.382	220835.480	139.115	PIN

N

220800N

CHURCH HALL
CAR PARK
TR 1
EXISTING WALL
ENTRANCE ENLARGED SECTION OF WALL REMOVED
21m turning circle
BINS
NEW 180 HIGH BRICK WALL
EX TREES
ACCESS TO GLEBE FIELD MAINTAINED
WHITE HORSE LANE
21·1m turning circle
EXISTING ACCESS REDUCED TO FORM PEDESTRIAN ONLY GATEWAY
TR 2
PLOT 1.
EXTENT OF TARMAC DRIVE
DRIVE GRAVEL SURFACE
YARD
VICARAGE
OUTLINE OF CHURCH HALL (TO BE REMOVED)
LAWN & PLANTING
GARAGE
TREE
GRAVEL SURFACE
BOUNDARY PLOT 2.
CARPORT
TR 3
DRIVE GRAVEL SURFACE
CARPORT
EXISTING BOUNDARY WALL
1800mm brick wall
TR 4
EXISTING GARDEN LAYOUT TO REMAIN.
BEECH HEDGE
Horse

X:\WHVICEV_Whitchurch, Vicarage\WHVIC EV\010Geomatics\02 CAD\001current\Copy of Whitchurch_Vicarage_140911.dwg(A3 landscape)***** 22 Nov 2011

CHECKED BY:

Survey Data supplied by :
NAMES

place scalebar here using bar as placement guide

Scale A3 1:x

Figure number and title

[redacted] [redacted]

WHITECHURCH, THE VICARAGE,
WHITE HORSE LANE.
WHVIC 11

BOX 1 FILE 4

C: SPECIALIST REPORTS (FLOOD)

[redacted]

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Bucks] Parish:[Whitchurchl]
Site[White Horse Lane Vicarage] Site code[WHVIC 11]
Line 2: Excavators name[K Anker]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	✓
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

WHVIC 11

The glass
identified by Ian Scott.

Context	Description	Date
104	A single sherd of modern window glass.	19th/20thC

Recommendations
The assemblage is generally of low potential and requires no further work.

The bone
identified by Lena Strid.

Context	Description	Date
305	5 medium mammal longbone fragments, 1 unidentifiable fragment, 19g	
307	2 medium mammal longbone fragments, 1 horse astragalus chopped into two parts, 1 cattle tibia fused distal end, 1 cattle calcaneus chopped fragment, 5 unidentifiable fragments, 159g	
413	1 sheep humerus fragment with cut marks on shaft, gnawed by a dog, 18g	

Recommendations
The assemblage is generally of low potential and requires no further work.

The stone
identified by Ruth Shaffrey.

Context	Description	Date
412	5 pieces of burnt limestone, all with a layer of fire-reddened clay on underside, 6396g	

Discussion.
5 pieces of burnt stone, set in a bedding layer of fire-reddened clay, were recovered from context 412. These probably formed part of a hearth or similar construction.

Recommendations
The assemblage is generally of low potential and requires no further work.

The flint
by Geraldine Crann

Context	Description	Date
307	<1> A single chip of undatable worked flint, 1g.	

Recommendations
The assemblage is generally of low potential and requires no further work.

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

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Finds Compendium

Site Code	Invoice Code	Site Name	Accession No	OAU No
WHVIC 11	WHVICEV	Whitchurch Vicarage		

Finds materials summarised for Site Code: WHVIC 11 and invoice code: WHVICEV

Material	No of Boxes	No Of Contexts	No Of Sherds	Total Weight (g)	Box Sizes	Box Numbers
Animal Bone		3	18	196		MISC.01 - mixed box
Animal bone (sieving)		1	1	69		MISC.01 - mixed box
CBM		4	18	1178		MISC.01 - mixed box
Clay Pipe		1	1	2		MISC.01 - mixed box
Flint		1	1	1		MISC.01 - mixed box
Glass		1	1	2		MISC.01 - mixed box
Pottery		4	15	258		MISC.01 - mixed box
Pottery(sieving)		1	1	40		MISC.01 - mixed box
Stone	1	1	5	6396	1 x Size 2	ST.01
	Totals:		61	8,142 g		

Total No of Boxes: **1 boxes + 1 miscellaneous boxes**

Miscellaneous Box Sizes:

MISC.01 Size 3

Box Contents Sheets

Site Code WHVIC 11	**Material:** Miscellaneous
Box Size Size 3	**Box No** MISC.01 **Accession No**

Context	SF No	No of Bags	No of Objects	Material:	Weight (g)	Context	SF Number	No of Bags	No of Objects	Material:	Weight (g)
305		1	6	Animal Bone	19						
307		1	11	Animal Bone	159						
413		1	1	Animal Bone	18						
307		1	1	Animal bone (sieving)	69						
106		1	1	CBM	3						
411		1	4	CBM	182						
412		1	12	CBM	984						
413		1	1	CBM	9						
106		1	1	Clay Pipe	2						
307		1	1	Flint sieved	1						
104		1	1	Glass	2						
106		1	5	Pottery	187						
305		1	3	Pottery	26						
307		1	5	Pottery	26						
411		1	2	Pottery	19						
307		1	1	Pottery(sieving)	40						

No of Contexts: 16 **Total Bags:** 16
Total Objects: 56 **Total Weight:** 1746

Box Contents Sheets

Site Code WHVIC 11	**Material:** Stone
Box Size Size 2	**Box No** ST.01 **Accession No**

Context	SF No	No of Bags	No of Objects	Material:	Weight (g)	Context	SF Number	No of Bags	No of Objects	Material:	Weight (g)
412		1	5	Stone	6396						

No of Contexts: 1 **Total Bags:** 1

Total Objects: 5 **Total Weight:** 6396

[redacted]

WHITECHURCH, THE VICARAGE,
WHITE HORSE LANE
WHVIC11

BOX 1 FILE [redacted] 5

D: CATALOGUE of PHOTOS

[redacted]

[redacted]

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

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H: Miscellaneous	

Oxford Archaeology

PHOTOGRAPHIC RECORD SHEET

SITE CODE WHVIC 11 | SITE NAME WHITCHURCH . VICARAGE | FILM NO. 100

Camera number 12 | Lens number | Black & white /~~colour~~

Date	Negative number	View	Context(s)	Initials
21/11/11	0	-	I.D. SHOT	KM
	1	W	[304] [306] EAST FACING SECTION	
	2	"	"	
	3	"	"	
	4	S	S. 302 N FAC. SECT	
	5	S	"	
	6	E	S# 200	
	7	"	"	
	8	"	"	
	9	N	TR 2	
	10	S	S# 100	
	11		"	
	12		"	
	13	E	TR 1	
	14		"	
	15		"	
23/11/11	16	E	S. 402 1x1m	
	17	↓	↓	
	18	↓	↓	
	19	W	S. 400	
	20	↓	↓	
	21	↓	↓	
	22	S	TRENCH 4 1x1m, 1x2m	
	23	↓	↓ ↓	
	24	↓	↓	
24/11/11	25	W	STONES (412) 1x1m	KM
↓	26	↓	↓ ↓	↓
↓	27	↓	↓ ↓	↓
	28	W	P. 402	
	29	"	"	
	30	"	"	
	31			
	32			
	33			
	34			
	35			
	36			
	37			

Oxford Archaeology

PHOTOGRAPHIC RECORD SHEET

SITE CODE WHVIC11	SITE NAME WHITCHURCH VICARAGE	FILM NO. 101
Camera number 12	Lens number	Black & white / ~~colour~~

Date	Negative number	View	Context(s)	Initials
24/11/11	0		—— 1-D. SHOT ——	KA
	1	W	P. 403 1x1m	
	2	↓	↓ ↓	
	3	↓	↓ ↓	
	4			
	5			
	6			
	7			
	8			
	9			
	10			
	11			
	12			
	13			
	14			
	15			
	16			
	17			
	18			
	19			
	20			
	21			
	22			
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	24			
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	26			
	27			
	28			
	29			
	30			
	31			
	32			
	33			
	34			
	35			
	36			
	37			

	A	B	C	D	E	F
1	**Site Code:WHVIC 11**		**Site Name:** Whitchurch Vicarage			
2						
3	**Site shot Number**	**Archive Shot Number**	**View**	**Description**	**Initials**	**Date**
4	0100	0001	E	Trench 1 pre-excavation 2x2m	KM	21/11/11
5	0101	0002	N	Trench 2 Pre-ex 1x2m	KM	21/11/11
6	0102	0003	N	Trench 3 Pre-ex 2x2m	KM	21/11/11
7	0103	0004	N	Trench 4 Pre-ex 1x2m	KM	21/11/11
8	0104	0005	N	Tr 3 [304][306] S. 301.	KM	21/11/11
9	0105	0006	N	Tr 3 [304][306] S. 301.	KM	21/11/11
10	0106	0007	S	Tr 3 S. 302 N facing section	KM	21/11/11
11	0106	0008	S	Tr 3 S. 302 N facing section	KM	21/11/11
12	0107	0009	E	S. 200.	KM	21/11/11
13	0108	0010	E	S. 200.	KM	21/11/11
14	0109	0011	N	Tr 2.	KM	21/11/11
15	0110	0012	N	Tr 2.	KM	21/11/11
16	0111	0013	E	S. 100.	KM	21/11/11
17	0112	0014	E	S. 100.	KM	21/11/11
18	0113	0015	E	Tr 1.	KM	21/11/11
19	0114	0016	E	Tr 1.	KM	21/11/11
20	0115	0017	plan	[103]	KM	21/11/11
21	0116	0018	plan	[105]	KM	21/11/11
22	0117	0019	?	Vicarage	KM	21/11/11
23	0118	0020	?	Vicarage	KM	21/11/11
24	0119	0021	E	S. 1402. 1x1m	KM	23/11/11
25	0120	0022	E	S. 1402. 1x1m	KM	23/11/11
26	0121	0023	W	S. 400 1x1m	KM	23/11/11
27	0122	0024	W	S. 400 1x1m	KM	23/11/11
28	0123	0025	Sw	Hearth 1x1m	KM	23/11/11
29	0124	0026	S	Hearth 1x1m	KM	23/11/11
30	0125	0027	NW	Hearth 1x1m	KM	23/11/11
31	0126	0028	N	Hearth 1x1m	KM	23/11/11
32	0127	0029	SE	Hearth 1x1m	KM	23/11/11
33	0128	0030	S	Rooting	KM	23/11/11
34	0129	0031	S	Rooting	KM	23/11/11
35	0130	0032	S	Layer (401) over hearth 1x1m	KM	23/11/11
36	0131	0033	W	Stones (402) 1x1m	KM	24/11/11
37	0132	0034	W	Stones (402) 1x1m	KM	24/11/11
38	0133	0035	W	P. 402.	KM	24/11/11
39	0134	0036	W	P. 402.	KM	24/11/11
40	0135	0037	W	P. 402.	KM	24/11/11
41	0136	0038	W	P. 403 1x1m	KM	24/11/11
42	0137	0039	W	P. 403 1x1m	KM	24/11/11
43	0138	0040	W	P. 403 1x1m	KM	24/11/11
44	0139	0041	W	401 fully removed Tr extn.	KA	24/11/11
45	not listed	0042	W	402 fully removed Tr extn.	KA	24/11/11
46	0140	0043	SE	Tr 4 backfilled	KA	24/11/11
47	0141	0044	E	Tr 3.backfilled	KA	24/11/11
48	0142	0045	S	Fence as left btween Tr 3 & 4	KA	24/11/11
49	0143	0046	NE	Tr 2 backfilled & fenced as left.	KA	24/11/11
50	0144	0047	N	Tr 2 backfilled & fenced as left.	KA	24/11/11
51	0145	0048	W	Tr 1 backfilled	KA	24/11/11
52	not listed	0049	W	Tr 1 backfilled	KA	24/11/11
53						
54						
55						
56						
57						
58						
59						
60						
61						
62						


WHVIC11_0001.jpg

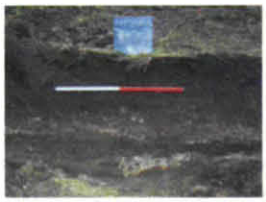

WHVIC11_0002.jpg


WHVIC11_0003.jpg


WHVIC11_0004.jpg


WHVIC11_0005.jpg


WHVIC11_0006.jpg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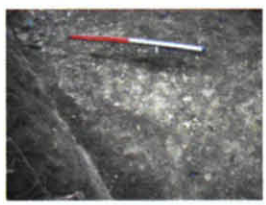
WHVIC11_0013.jpg


WHVIC11_0014.jpg


WHVIC11_0015.jpg


WHVIC11_0016.jpg


WHVIC11_0017.jpg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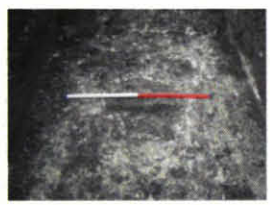
WHVIC11_0024.jpg


WHVIC11_0025.jpg


WHVIC11_0026.jpg


WHVIC11_0027.jpg


WHVIC11_0028.jpg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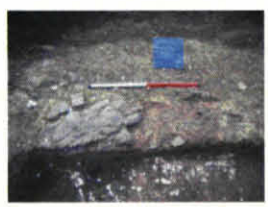
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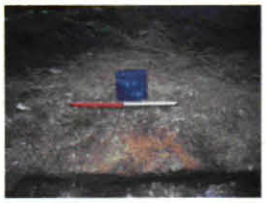

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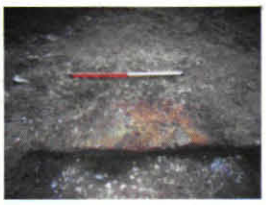

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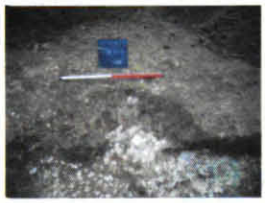

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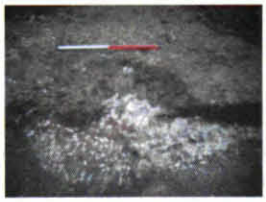

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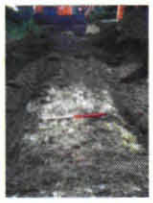

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WHVIC11_0044.jpg

WHVIC11_0045.jpg

WHVIC11_0046.jpg

WHVIC11_0047.jpg

WHVIC11_0048.jpg

WHVIC11_0049.jpg

[redacted]

WHITCHURCH, THE VICARAGE,
WHITE HORSE LANE.
WHVIC II
BOX 1 FILE #6
E: ENVIRONMENTAL DATA.

[redacted]

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Bucks] Parish:[Whitchurchl]
Site[White Horse Lane Vicarage] Site code[WHVIC 11]
Line 2: Excavators name[K Anker]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	✓
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

Oxford Archaeology

ENVIRONMENTAL SAMPLE REGISTER

SITE CODE: WHVIC11

SITE NAME: THE NICARAGUA, WHITCHURCH

PROJECT TYPE (excavation/evaluation, etc.): ~~EXCAV~~ EVAL

SITE/PROJECT MANAGER: KAT

Sample number	Context number	Number of boxes or bags	Whole of deposit	Sample taken for (please tick ONE only) Bulk: Charred remains	Bulk: Waterlgd remains	Bulk: Cremated bone	Bulk: Bones/ artefacts	Monolith: Pollen	Monolith: Soil Micro	Series: Snails	Series: Waterlgd	Other: Dating Chemical etc.	Feature type: Pit/ditch/ hearth, etc.	Additional notes: e.g. Subsamples to be taken, relative depth for monoliths
~~S~~1	307	4	Y (N)	✓										DITCH FILL
			Y / N											
			Y / N											
			Y / N											
			Y / N											
			Y / N											

Environmental Flots and CPR Box List

Box: 1/1 Last location: Enviro Room

Site: WHVIC11 Whitchurch Vicarage Date: 16/12/11

SAMPLE	CONTEXT	MATERIAL	NO. OF BAGS
1	307	CPR Flot, CPR, Charcoal	3

WHVICEV Whitchurch Vicarage

oxfordarchaeology

ENVIRONMENTAL SAMPLE PROCESSING RECORD

SAMPLE INFORMATION

Site code WHVIC11	Sample Number 1
Feature type UPPER FILL OF INTERCUTTING DITCH	Context Number 307
Provisional date	Number of buckets/bags 4

Soil Description

2.5Y 4/2 dark greyish brown clay loam. Firm, forming irregular clods, very difficult to break down. Subangular/Subrounded stone - pebble 15%.

FLOTATION

Name of processor SEN			Date 30/11/11		Volume floated 40L			
Processed for (tick one)	C.P.R.	✓	Mesh size	Flot	250	Flot present (tick one)	Yes	✓
	Cremation			Residue	300		No	
Processing notes				Method of flotation (tick one)	Machine	—	NA_2CO_3 (tick if used)	
					Bucket			

WATERLOGGED REMAINS

Name of processor				Date		Volume floated		
Processed for (tick one)	W.P.R.		Mesh size	Flot		Containers used	Bag	
	Insect			Residue			Box	
Processing notes								

SNAILS

Name of processor				Date	Volume floated
Mesh size	Flot		NA_2CO_3 (tick if used)	Processing notes	
	Residue				

WET - SIEVING

Name of processor			Date	Volume sieved		
Processed for (tick one)	Bone and artefacts		Size of bottom sieve (tick one)	1mm	0.5mm	0.25mm
	Other					
Processing notes						

SUB - SAMPLES

Sub-samples taken? (tick one)	Yes		Taken for	Size of sample (tick one/give weight)	50g	100g	other
	No						

UNPROCESSED SEDIMENT

Volume unprocessed (in litres)	Reason retained

SEN

MATERIAL SORTED		FRACTION SCORE (note abundance 1-4) 1 = occasional (<5 items) 2 = moderate (5-25 items) 3 = abundant (25-100 items) 4 = abundant (>100 items)				SORTING NOTES
Site code						
Sample Number	Context Number					
		>10 mm	10-4 mm	4-2 mm	2-0.5 mm	
Sorter (full name)		JCM →	→	→	→	
Checked by (full name)						
Date		13/12/11 →	→	→	→	
Mammal bone		2	3			
Micro-mammal bone (e.g. mouse size)						
Bird bone						
Fish bone						
Amphibian / reptile bone						
Burnt animal bone						
Undifferentiated bone				2		2-0.5mm scanned under microscope. Contained small quantity (+) indet cereal grain, no seeds observed. Residue not retained.
Human bone						
Cremated human bone						
Charred plant remains				3		
Charcoal			2			
Mineralised plant remains						
Other plant remains						
Snail						
Marine shell						
Egg shell						
Insect						
Coprolite / faecal matter						
Burnt flint						
Worked flint			1			
Flint debitage						
Pottery		2				
Burnt clay						
Daub						
CBM						
Mortar						
Glass						
Fe (iron)						
Cu (copper alloy)						
Pb (lead)						
Clinker						
Slag						
Coal						
Hammerscale						
Unidentified magnetic material						
Other						
Result (please tick action taken for each fraction)	Sorted	✓	✓	✓	✓	
	Discarded	✓	✓	✓	✓	
Retained residues (please tick fraction and give reasons for retaining)						