

General index to the archive

Site/Project Name: **Oxford, 11 Norham Road**
 Site Code: **OXNORH 10**
 Site/Project Type: **Archaeological Watching Brief**
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Record Group	Contents	Comments	Box/File Number
	INTRODUCTION Written Scheme of Investigation Planning Permission Grant Risk Assessment	13 sheets 1 sheet 8 double sided sheets	Box 1 File 1
A	REPORT Archaeological Watching Brief Report OASIS Form Printout	1 bound report 3 sheets	Box 1 File 2
B	SITE DIARY Watching Brief Record	2 sheets	Box 1 File 3
B	PRIMARY CONTEXT RECORDS Context Checklist Context Record Sheet (1000-1009)	1 sheet 10 sheets	Box 1 File 4
B	CATALOGUE OF DRAWINGS Plan Record Sheet Section Record Sheets	1 sheet 1 sheet	Box 1 File 5
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C	FINDS BOX AND BAG LISTS Finds Context Checklist (original) Finds Context Checklist (annotated) Finds Compendium Box Contents Sheets	1 sheet 1 sheet 1 sheet 1 sheet	Box 1 File 7
D	CATALOGUE OF PHOTOGRAPHS Black and White Photographic Record Sheet Digital Photographic Record Sheet (original)	1 sheet 1 sheet	Box 1 File 8

SCAN PDF

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F: Documentary	<input type="checkbox"/>
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11 NORHAM ROAD
OXFORD OX4 1DQ

Box 1 File 1

INTRODUCTION

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11 Norham Road Oxford

Written Scheme of Investigation for a Watching Brief

Centred on NGR 4513 2077

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INTRODUCTION

1.1 Project Details

- 1.1.1 Oxford Archaeology (OA), has been commissioned by Trombe Limited to undertake a watching brief of the site of a proposed single storey rear extension at 11 Norham Road, Oxford. This document outlines how OA will implement these works.
- 1.1.2 The work is being undertaken as a condition of Planning Permission ref: 10/01402/FUL
- 1.1.3 All work will be undertaken in accordance with local and national planning policies.

1.2 Location, Geology and Topography

- 1.2.1 The site lies on c. 65 m OD.
- 1.2.2 The area of proposed development currently consists of an area of the rear garden of 11 Norham Road, Oxford.
- 1.2.3 The geology of the area is flood plain terrace river gravels overlying Oxford Clay (Geological Survey Of Great Britain, 1972).

2 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND AND POTENTIAL

2.1 Archaeological and Historical Background

- 2.1.1 The archaeological and historical background to the site has been based on a previous Desk Based Assessment for the nearby Lady Margaret Hall, located c.250 m to the south-east of Norham Road (OA, 2006).

Prehistoric

- 2.1.2 The site is located on the floodplain gravel of the River Cherwell. Gravel terraces were favoured locations for settlement, particularly farmsteads during the prehistoric period.
- 2.1.3 Neolithic flint flakes and a Late Neolithic flint scraper were found at different locations at Bardwell Road c. 250 m to the north of Norham Road (SMR 3590 and 3258).
- 2.1.4 Bronze Age skeletons and a food vessel were uncovered in 1864 in Park Town immediately north of Norham Road (SMR 3592).
- 2.1.5 An Iron Age pit containing pottery, animal bone and deer antlers was found in 1938 in Crick Road c.150 m south of Norham Road (SMR 3593).
- 2.1.6 An Iron Age rim sherd was discovered in Park Town immediately north-west of Norham Road (SMR 3864).
- 2.1.7 Aerial photography has identified several ring ditches of probable Late Neolithic/Bronze Age date and other cropmarks within the grounds of University Park c. 500 m south of Norham Road (UADM759).

Roman

- 2.1.8 Roman pottery and human remains were found between 1861 and 1871 towards the western end of Norham Road (SMR 3591).
- 2.1.9 Evidence of Roman occupation was discovered in 1894 at Wykeham House c. 250 m to the south-west of Norham Road (SMR 3585).
- 2.1.10 Some of the cropmarks in University Park may date to the Roman period.

Anglo-Saxon

- 2.1.11 In 1903 an Anglo-Saxon male burial with a knife was found in Norham Gardens c. 160 m south of Norham Road (SMR 5775).
- 2.1.12 An Anglo Saxon shield boss and spearhead were found in Park Town in 1864 (SMR 6048).

Medieval

- 2.1.13 No medieval finds or sites have been observed within the vicinity of Norham Road. It seems likely that this area of Oxford lay within open fields, and this is supported by later cartographic evidence. Ridge and furrow is present within University Parks.

2.2 Potential

- 2.2.1 The area around Norham Road has high archaeological potential for burials and occupation of prehistoric, Roman and Anglo-Saxon periods.

3 PROJECT AIMS

3.1 General

- (i) To determine the presence or absence of any archaeological remains which may survive. Should remains be found to ensure their preservation by record to the highest possible standard.
- (ii) To determine or confirm the approximate extent of any surviving remains
- (iii) To determine the date range of any surviving remains by artefactual or other means.
- (iv) To determine the condition and state of preservation of any remains.
- (v) To determine the degree of complexity of any surviving horizontal or vertical stratigraphy.
- (vi) To assess the associations and implications of any remains encountered with reference to the historic landscape.
- (vii) To determine the potential of the site to provide palaeoenvironmental and/or economic evidence, and the forms in which such evidence may survive.
- (viii) To determine the implications of any remains with reference to economy, status, utility and social activity.
- (ix) To determine or confirm the likely range, quality and quantity of the artifactual evidence present.

4 PROJECT SPECIFIC EXCAVATION AND RECORDING METHODOLOGY

4.1 Scope of works

- 4.1.1 The construction of a 6 m by 4.2 m single storey extension. The below ground impact will be limited to the excavation of wall footings 0.5 m wide and up to 1 m in depth around the edge of the footprint of the extension.

↑ I think this could be wrong. Ground ~~steps~~ ^{steps} up behind house and I think some ground will need to be removed over whole footprint.

4.2 Programme

- 4.2.1 It is anticipated that the fieldwork will take up to two days to complete, by a team consisting of a Project Supervisor, directing up to one Project Archaeologist, under the management of a Senior Project Manager at MIFA level.
- 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).

5 PROJECT SPECIFIC REPORTING AND ARCHIVE METHODOLOGY

5.1 Programme

- 5.1.1 The report will be completed within four weeks of the completion of the fieldwork.
- 5.1.2 Three bound copies of the completed report will be provided to Oxford City Council 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 H; 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 the appropriate museum following completion of the project.
- 5.4.2 A summary of OA's general approach to documentary archiving can be found in Appendix G.

6 HEALTH AND SAFETY

6.1 Roles and responsibilities

- 6.1.1 The Senior Project Manager has responsibility for ensuring that safe systems of work are adhered to on site. He 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). Additional advice is also given by the regional Health and Safety Advisor for OA South, David Wilkinson (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 H. 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 H and S file will be available to view at any time.
- 6.2.3 Further detail regarding OA's approach to Health and Safety on site can be found in Appendix H.

7 MONITORING OF WORKS

- 7.1.1 At least three days notice of the commencement of the watching brief works will be given to David Radford Planning Archaeologist for Oxford City Council.
- 7.1.2 David Radford will have free access to the site (subject to H and S considerations) and all records to ensure the works are being carried in accordance with this WSI and all other relevant standards.

8 REFERENCES

Geological Survey of Great Britain, 1972, (England and Wales) Witney Sheet 236.

OA, Field Manual, 1992. (D.Wilkinson ed).

OA, 2006, Lady Margaret Hall, Oxford. Archaeological Desk Based Assessment.

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 All mechanical excavation will be undertaken under direct archaeological supervision.
- A.1.2 All undifferentiated topsoil or overburden of recent origin will be removed down to the first significant archaeological horizon, in successive, level spits.
- A.1.3 Following mechanical excavation, all areas of the trench that require examination or recording will be cleaned using appropriate hand tools.
- A.1.4 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.

Hand excavation

- A.1.5 All investigation of archaeological levels will be by hand, with cleaning, examination and recording both in plan and section.
- A.1.6 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.

Recording

- A.1.7 Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.
- A.1.8 Where stratified deposits are encountered a Harris matrix will be compiled during the course of the excavation.
- A.1.9 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.
- A.1.10 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.1.11 A register of plans will be kept.
- A.1.12 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.1.13 A register of sections will be kept.
- A.1.14 Generally all sections will be tied in to Ordnance Datum.



A.1.15 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.1.16 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 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 padding) soaked in body liquor, no excavation or handling of the remains will

City Development

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On Behalf of: Mr D Forster
C/o Trombe Ltd
Ms Noeue Hughes
14 St Pauls Place
London
N1 2QE

APPLICATION FOR PLANNING PERMISSION

Town and Country Planning Act 1990

DECISION DATE: 22nd July 2010

PROPOSAL: Single storey rear extension.

AT: 11 Norham Road Oxford Oxfordshire

NOTICE OF GRANT OF PLANNING PERMISSION**10/01402/FUL**

Following consideration of the application in respect of the proposal outlined above, it was resolved to **GRANT PLANNING PERMISSION** for the following reasons:-

- 1 The proposal is considered to form an appropriate visual relationship with the dwelling and its surroundings and does not impact on the immediate neighbours in a detrimental way. No objections have been raised by neighbouring properties or any statutory Consultees.
- 2 The Council considers that the proposal accords with the policies of the development plan as summarised below. It has taken into consideration all other material matters, including matters raised in response to consultation and publicity. Any material harm that the development would otherwise give rise to can be offset by the conditions imposed.
- 3 The Council considers that the proposal, subject to the conditions imposed, would accord with the special character and appearance of the conservation area. It has taken into consideration all other material matters, including matters raised in response to consultation and publicity.

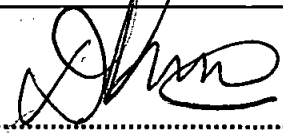
subject to following conditions, which have been imposed for the reasons stated:-

CONDITIONS:



CAMERA SET ~~2010~~
193

**OXFORD ARCHAEOLOGY
RISK ASSESSMENT**

Site name:	11 Norham Gardens Oxford	Prepared by:	Dave Wilkinson	signed.....  02/09/10
Site code:	OXNORH10	Approved by:		
Invoice code:	OXNORHWB	Date:	01/09/10	CDM Status: Site does/ <u>does not</u> fall under CDM Regulations at this time.

Job summary: Watching brief during excavation for landscaping and for foundations of house extension.

Basis for this Risk Assessment:

This is the first risk assessment for this project.

First Aid

The regulations require that your risk assessment considers the appropriate level of 1st Aid cover necessary for each site. You must consider the size of the team, the nature of the hazards present (e.g. plant on site, working in deep excavations), the remoteness from the emergency services and whether the site is shared with other contractors engaged in hazardous activities. If you feel that a first aider is required for your site please advise the Head of Fieldwork (or regional equivalent). If you are unclear about 1st Aid provision please ask a Health and Safety Advisor for guidance.

If you do not need a First Aider, you will need as a minimum an 'Appointed Person', whose responsibility is to take charge when someone is injured or fall ill, and who calls an ambulance if necessary. The appointed person also looks after and re-stocks the 1st Aid box.

Number of First Aiders required: 0	Nominated First Aider/Appointed person:
---	--



The following is a list of common risks, and suitable controls. Please review carefully, decide whether they apply to your project and complete Column 4. If Yes, add any further site specific controls that might be necessary (in Column 5), beyond those already detailed, or follow the instructions given. If No, delete or strike-through the contents of Columns 5 to 7.

If there are risks on your project that are not detailed below please add them, and appropriate controls, to the Site Specific Risk Assessment table below.

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
Lack of understanding of the site and its hazards.	Personal injury.	Medium	Y	All staff to receive and sign for an induction based on this risk assessment and the WSI.	Fieldwork Director (i.e. Project Officer or Supervisor)	Low
Lack of understanding of the site and its hazards.	Personal injury.	Medium	N	Weekly Health and Safety briefings, including a toolbox talk, will be delivered by the Project Manager or their nominated representative (normally the Project Officer or Supervisor) and attended by all site staff, including sub-contractors. A record of attendance will be maintained using the form provided in the Site safety Procedures Manual.	Project Manager	Low
Vehicle movement	Personal injury. Vehicle/ property damage	Medium	Y	Authorized, assessed drivers only to drive OA vehicles (owned or hired). Banksman must be present for all reversing of vans, minibuses or any vehicle with restricted rear view. PPE: Hi-vis vests	Fieldwork Director	Low
Vehicle security	Unauthorised use of vehicles/ vandalism	Low	Y	Contractor to immobilise plant. Park in designated areas. Tools to be kept in locked OA vehicle.	Fieldwork Director/ Driver	Low
Driving to and from site	Road traffic accident	High	Y	All drivers, either of OA or of hired vehicles, must be qualified and competent to drive. Each driver must have their licence checked by Duncan Waltham (DW).	Project Manager/ Supervisor	Low

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				<p>OA Head of Logistics, or regional equivalent. Each driver must have their driving ability assessed. Each driver must have a copy of the driver's Code of Conduct, which details their rights and responsibilities as a driver. On long journeys it is particularly important that drivers take breaks, or that driving is shared by more than one driver.</p> <p>The Project Manager is responsible for the safety of the site team once they have left the office (either Oxford or Lancaster), although this does not affect the legal responsibilities that drivers assume each time they drive for OA - see 'Drivers Risk Assessment'</p>		
Driving on site	Injury to staff and members of the public	Medium	N	<p>All vehicle movements around sites should be subject to a 15 mph speed limit, and should take account of footpaths and access routes.</p> <p>Reversing of vans and all vehicles with restricted rear view must only be undertaken with the assistance of a banksman</p> <p>Wheels should be checked for excess mud before driving on the public highway.</p>	Fieldwork Director/Drivers	Low
Equipment in general	Personal injury, property damage	Medium	Y	No OA staff to use equipment not owned or hired by OA.	Fieldwork Director	Low

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
Damaged/ defective equipment	Personal injury, property damage	Medium	Y	Daily inspection of equipment. Replace defective equipment where necessary, and ensure that Logistics Dept. are aware that defective equipment has been returned.	Fieldwork Director	Low
Slips, trips and falls	Personal injury	Medium	Y	All access and egress routes to be clearly defined and kept as dry and free from mud as practicable (daily inspections must be undertaken to ensure this). Tools and other equipment to be kept tidy and away from defined access routes. Only manageable loads to be carried. Edge protection to be installed as necessary.	Fieldwork Director	Low
Mechanical excavator	Personal injury	High	Y (minidigger)	<p>Authorised and competent driver. Driver's ability/attitude regarding safe working should be monitored, and action taken if necessary. Competent OA signaller to be used for plant work on site. Banksman to be used for plant movements around site</p> <p>Minimum banksman PPE: hard hat, hi-vis vest, safety boots.</p> <p>DRIVER'S CPCS TICKET NEEDS TO BE CHECKED BEFORE WORK COMMENCES – Red or blue ticket (date on red ticket should be less than 2 years ago). Ensure ticket is the right one for the machine being used – refer to OA Safety Advisors if you are in doubt. <i>In this case the driver is German and will not have a CPCS ticket. OA Supervisor to assess driver's competence at beginning of works. If driver is not safe a different driver will be requested.</i></p>	Fieldwork Director and Banksman /Signaller	Low

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				<p>Except as defined below, never enter the working arc of the machine. Working under a machine bucket is a common cause of accidents, many of them fatal.</p> <p>If the signaller wishes to investigate possible archaeology, to speak to the driver, or approach the machine for any reason, she/he must give the signal to stop (one or two hands raised, palm(s) towards the driver) <u>and</u> then signal that she/he is going to approach (one hand placed on chest, then point where you are going). Make sure the signals have been understood, and <u>only approach when the driver has moved the excavator arm to one side and rested the bucket on the ground.</u></p> <p>Driver may not understand English – see separate assessment at end of this document</p>		
Quick Hitch mechanism on mechanical excavator	Crush or strike injury if bucket becomes detached	High	No quick hitch fitted	<p>A quick hitch (QH) is the system that allows the driver to quickly change between buckets/breaker or other equipment.</p> <p>To be legal the QH must have a locking pin, whether this is locked automatically from the cab, or manually by the driver getting out of the cab to put a pin in place.</p> <p>To be safe, the locking pin must always be used and the driver must know how to operate it.</p> <p>Before starting, ask the driver to confirm which of these systems is in place, and to confirm that the system will be used. <u>Only proceed if the driver clearly</u></p>	Banksman / signaller	Low



1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				states which type he will be using. If you are present when the bucket is being changed on a manual type, watch that the pin is put in place.		
Working in deep Excavations	Trench collapse, falling objects, falling into trench. Personal injury.	High		<p>Deep excavations can be considered as any excavation which creates the potential for a significant fall or collapse of material. This can apply to excavations as shallow as 0.5 m deep. An assessment of the stability of soils for all excavations >500 mm deep MUST be made, and recorded in the additional rows below. If in doubt, do not enter, or step/batter/shore. Edge protection, to prevent falls, must also be installed.</p> <p>Deep excavations may require a Method Statement to accompany the detailed Risk Assessment (to be added below in the Site Specific Risk Assessment section if required) - detailed guidance is available from the OA H and S Advisors. Deep excavations may also constitute Confined Spaces - this issue must be addressed in the detailed RA.</p> <p><i>Excavations of 1 to 1.2 m deep are expected and locally may be deeper therefore careful appraisal of soil stability will be undertaken by OA prior to entering any excavations. Where the stability is uncertain a strategy for supporting or battering the excavation will be agreed with the contractors – if this is not possible OA staff will not enter the excavation.</i></p>	Project Manager and OA Supervisor	Low

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
Underground Services	Risk of electrocution, explosion or flooding.	Medium	Yes	Undertake Services check through statutory bodies/clients drawings wherever possible. Competent person (defined by the HSE as someone who has received, as a minimum, training from a qualified operative) to check for unknown underground services prior to machining using a Cable Avoidance Tool ("Cat and Jenny"). Hand excavate in areas of suspected live services to locate and isolate from interference from mechanical excavation. Notify statutory bodies/clients if suspected live services are found. ALWAYS ASSUME THAT ALL SERVICES ARE LIVE. Responsibility of contractor / client to search services	Fieldwork Director	Low
Overhead cables	Risk of electrocution	High	No	Undertake Services check through statutory bodies/clients drawings wherever possible. Visual inspection of entire site prior to any work starting. If overhead cables present, specific risk assessment to be undertaken and entered in section below: as a minimum, goalposts to be erected for all plant movements under cables, boom restricters to be considered, all personnel to be briefed, especially with regard to use of surveying staff and erection of any towers.	Project Manager/ Fieldwork Director	Low
Weather	Cold/ wet weather: hypothermia/ice Hot weather: heatstroke/ dehydration Electrocution	Low	Y	Re-arrange fieldwork if practicable. Staff will be issued with suitable clothing and suitable footwear. Additional breaks to be taken in the event of very hot weather. Work on site to be suspended in the event of prolonged heavy rain, or when site becomes too slippery to be safely worked.	Project Manager	Low



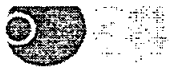
1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				Weather forecasts should be monitored and precautions taken in the event of predictions of dangerous weather e.g. high winds - shelter in a cabin or vehicle; electrical storms - shelter in a vehicle.		
Soil contamination/ zoonotic hazards	Ingestion/contact with contaminated soils or bacteria within soils	Medium	N	Where no contamination is known treat as suspected anyway. Good hygiene regime. Wash face and hands (hot water and soap) before each break and at end of day. No smoking or eating on site except in designated areas. Should evidence of contamination be found (either by odour or appearance) excavation to cease and suitable advice to be sought. Relevant departments should be notified of the risk (logistics, environmental, finds, archives depts). All material (e.g. finds, records and equipment) returning from contaminated sites should be as clean as possible in order to minimise the risk of contaminants being brought back to the office or stores.	Fieldwork Director/ Project Manager	Low
Livestock	Personal injury, or injury to livestock	Medium	N	Prior to starting on site the Project Manager should establish that no fields are to have excavations undertaken within them where there is a risk that livestock will be present. Cattle in particular can be very inquisitive and injuries to personnel are not uncommon. Livestock can also be injured by falling into open trenches.	Project Manager	Low
Leptospirosis (Weil's Disease), Tetanus	Contraction of serious disease	Medium	N	Induction. Issue information cards. High standard of hygiene (controls as for contaminated ground).	Fieldwork Director	Low

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
Noise	Hearing damage; tinnitus	Medium	Y	<p>Hearing protection in the form of ear plugs, or preferably ear defenders compatible with hard hats, must be available for sites where noise is likely to be a hazard.</p> <p>As a general rule of thumb, if you are having to raise your voice to make yourself heard by someone less than 2 m away, the noise level is likely to be higher than 80 decibels. At this level it is advisable although not compulsory to wear ear defenders or ear plugs. This advice must be passed on to all staff by the person responsible for monitoring sound levels (usually the Supervisor or Project Officer). If you have to shout to be heard, the level is likely to be in excess of 85dB. At this level the wearing of ear defenders or plugs is mandatory, and must be enforced by the Supervisor or Project Officer.</p> <p>Hearing protection zones must be established on sites where noise is a problem, and appropriate PPE worn within them. In most case this zone will be the area around a working mechanical excavator</p>	Fieldwork Director	Low
Sharp objects	Injury or disease	Medium	N	<p>Great care to be taken when clearing areas, moving rubbish etc where there is the potential for presence of needles/any materials associated with drug use. If found, to be left in place, area cordoned off and advice sought from Local Authority Environmental Health Officer (EHO). As a last resort, needle may be moved by person wearing gloves and using a shovel.</p>	Fieldwork Director/ all staff	Low



1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				Place in a bucket and cover with a layer of soil. Report to EHO.		
Gas bottle	Fire/explosion	High	No	If using a gas bottle for the preparation of hot drinks, the bottle itself MUST be safely positioned outside the mess hut, to ensure adequate ventilation in the event of a gas leak. If the gas ring is positioned within the mess hut, it must be placed on a fire mat, in a safe position away from walls and any overhanging materials. In transit the bottle must be securely fixed within the vehicle. The bottle, ring and connecting pipe should be regularly checked for leaks. The ring and regulator should be removed from the bottle prior to the gas bottle being moved, and especially when placed in vehicle. The regulator in the crew bus should always be disconnected from the bottle before the vehicle is driven anywhere, as the motion of the vehicle will cause the bottle to leak.	Fieldwork Director	Low
Unexploded ordnance	Explosion	High	No	All new sites will be evaluated for the risk of there being unexploded ordnance present. Consideration should be given to a sites past use, preferably at desk based assessment stage but certainly prior to mobilisation to site. The site specific risk assessment will identify sites located in areas where ordnance was produced, or sites which may have been a target for wartime bombing raids. Where sites is identified as having the risk of unexploded ordnance the risk assessment will define a specific procedure for	Project Manager	Low

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				<p>dealing with 'suspicious objects'. This procedure will be brought to the attention of everyone on site by means of induction and prominently displayed information sheets.</p>		
Manual handling	Risk of strain injuries from incorrect or excessive manual handling	Medium	Y	<p>A considerable amount of manual handling will be involved in the archaeological work. This will include loading and unloading equipment, lifting wheelbarrows and buckets, shovelling, lifting soil samples.</p> <p>Consideration must always be given to whether the load in question can be lifted by other means, e.g. the mechanical excavator can be used for large quantities of spoil unless archaeological circumstances dictate otherwise.</p> <p>Members of the excavation team will not be asked to lift loads beyond their capabilities.</p> <p>Manual lifting will be carried out carefully, and in a manner calculated not to cause injury to the lifter. In general, for the type of loads predicted, this means a lift carried out with the load close to the body. The back of the lifter should be kept upright so that the legs rather than the back provide the lifting force.</p> <p>Staff will be rotated so that they do not perform very repetitive tasks (eg hand cleaning with trowels) for very long periods.</p> <p>Buckets will be filled to take account of the abilities of the user, and the distance/gradient to be travelled.</p> <p>Shovels and spades will be used from a firm, stable standing position which uses the legs rather than the</p>	Fieldwork Director	Low



1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				<p>back to lift the weight. The surrounding area is to be free of obstructions and other personnel.</p> <p>When using a pick or mattock, the users feet must be placed apart to obtain a firm footing, and the pick wielded so that the point of contact is within easy reach, but not too close to the feet. The surrounding area, including overhead, is to be free of obstructions and other personnel.</p> <p>Care is required when carrying trowels, and when putting high manual pressure on the trowel when pulling towards the body. In the latter situation the trowel may slip or jump against the user.</p> <p>Wheelbarrows will be loaded only to the lifting and pushing capabilities of the pusher, taking account of the weight and bulk of the material, and of the route to be travelled. Plank runs will be installed if the ground conditions require them, and will be kept clean and as dry as is practicable. Where the run goes uphill, planks with treads will be installed on either side of the central plank.</p>		
Lone working	Operatives may be untended for a significant period of time if they become suddenly unwell or have an accident	High	N	<p>Loneworking situations can develop at any point, either as a result of deployment of single operatives to sites, or where members of teams become isolated from the main team. Some issues to consider:</p> <p>Sickness — people with some health problems may be unsuitable choices for lone working. Choose accordingly.</p> <p>Accidents — it is axiomatic that all risks will have been assessed for the area of work, and mitigation</p>	Project Manager	Low

1. HAZARD	2. RISK	3. RISK RATING (High Medium Low)	4. Applies to this project? Yes/No	5. CONTROLS	6. ACTION BY?	7. RESIDUAL RISK RATING (High Medium Low Insignificant)
				<p>measures put in place, but it must be remembered that accidents, particularly slips and falls, can occur in the safest environments, so concentrate on length of time untended and communication.</p> <p>Length of time untended — supervisor to visit regularly (matter of good practice, not just for safety reasons) — no one to be left uncontacted for longer than the time between one break and the next.</p> <p>Communication — should have mobile phone and relevant numbers</p> <p>Training — must be called in to attend safety briefings.</p> <p>Emergencies — eg if site to be evacuated, what are arrangements for informing lone worker.</p>		
Harassment	Stress, personal injury	Medium	N	<p>No harassment or bullying of any type (be it physical, verbal, sexual, racial etc) will be tolerated on any OA project. Should any member of staff encounter harassment or feel threatened by the actions of another (within or external to OA), they must report it to the Site PO/Supervisor who in turn will report it to the appropriate authority and make a record of the harassment and any actions taken. If harassment persists, OA staff will remove themselves from the site.</p>	Project Manager/Supervisor/OA Staff	Low



ADDITIONAL RISK ASSESSMENT

HAZARD	RISK	RISK RATING (High Medium Low)	CONTROLS	ACTION BY?	RESIDUAL RISK RATING (High Medium Low Insignificant)
Lack of understanding /clear communication due to language difficulties (contractors staff are German)	Personal injury	M	Garden contractor Simon will be present and has worked with contractors before. In general, the OA archaeologist, the contractors and Simon will establish a clear system of hand signals relating to the use of the mechanical excavator. As is normal practice, the OA archaeologist will not work within the swing of the machine unless the bucket has been removed from the excavation and rested on the ground – in this case the OA archaeologist must be absolutely sure that her/his intention has been understood before they enter the excavation to investigate or record.	All	Low

ADDITIONAL RISK ASSESSMENT					



The following empty rows are for the assessment of additional risks during the course of the works **WHEN ARRIVING AT THE SITE FOR THE FIRST TIME, IT IS IMPERATIVE THAT A FURTHER ASSESSMENT OF THE RISKS IS UNDERTAKEN, AND THE FINDINGS/REQUIRED ACTIONS ARE RECORDED BELOW TO FORM PART OF THE INDUCTION, BEFORE WORK COMMENCES.** Some risks will only become apparent once you are on site.

HAZARD	RISK	RISK RATING (High Medium Low)	CONTROLS, and DATE RISK IDENTIFIED	ACTION BY?	RESIDUAL RISK RATING (High Medium Low Insignificant)	TOOLBOX TALK GIVEN?

OXFORD
11 NORHAM ROAD
OXNORHIØ

BOX 1 FILE 2

A. REPORT

SCAN PDF

FILMING INSTRUCTIONS

Submitter OASouth

No. of CD copies: 3

Headings

Site information

Line 1: [OASouth] County:[Oxfordshire] Parish:[Oxford] Site:[11 Norham Road]

Site code[OXNORH 10]

Line 2: Excavators name[WILKINSON D]

Line 3:

Classification of material

Tick if present

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	<input checked="" type="checkbox"/>
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	

OASIS DATA COLLECTION FORM: England

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Printable version

OASIS ID: oxfordar1-94377

Project details

Project name	11 Norham Road
Short description of the project	In September 2010 Oxford Archaeology undertook a watching brief during the construction of a new extension at 11 Norham Road, Oxford. Some parts of the area observed had previously been disturbed during terracing of the garden. A single ditch and two pit features were found in the area of the extension. There was no dating evidence from these features, but the nature of the fill material suggests a medieval or later date. No archaeological features were observed during the excavation of a pipe trench. A single sherd of prehistoric pottery was recovered from the spoil generated by the machining.
Project dates	Start: 03-09-2010 End: 07-09-2010
Previous/future work	No / Not known
Any associated project reference codes	OXNORH10 - Sitecode
Type of project	Recording project
Current Land use	Other 5 - Garden
Monument type	NA None
Significant Finds	POTTERY Iron Age
Significant Finds	POTTERY Post Medieval
Significant Finds	CLAY PIPE Post Medieval
Significant Finds	ANIMAL BONE Uncertain
Investigation type	'Watching Brief'
Prompt	Planning condition

Project location

Country	England
Site location	OXFORDSHIRE OXFORD OXFORD 11 Norham Road
Study area	25.20 Square metres
Site coordinates	SP 512 077 51.7651832867 -1.257993355070 51 45 54 N 001 15 28 W Point

Project creators

Name of Organisation	Oxford Archaeology
Project brief originator	David Radford Oxford City Council
Project design originator	Oxford Archaeology
Project director/manager	D. Wilkinson
Project supervisor	M. Woodley

Project archives

Physical Archive recipient	Oxfordshire County Museum Service
Physical Archive ID	OXCMS:2010.64
Physical Contents	'Animal Bones', 'Ceramics'
Digital Archive recipient	Oxford Archaeology
Digital Archive ID	OXNORH10
Digital Contents	'Stratigraphic'
Digital Media available	'Images raster / digital photography', 'Text'
Paper Archive recipient	Oxfordshire County Museum Service
Paper Archive ID	OXCMS:2010.64
Paper Contents	'Stratigraphic'
Paper Media available	'Context sheet', 'Diary', 'Photograph', 'Plan', 'Report', 'Section', 'Unpublished Text'
Paper Archive notes	Front information sheet states that the project to be an evaluation when in fact it is a watching brief. On the front information sheet and appendix C the grid reference is stated as SP 5140 0783. It is in fact SP 512 077.

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	11 Norham Road, Oxford
Author(s)/Editor(s)	Woodley, M.
Date	2010
Issuer or publisher	Oxford Archaeology
Place of issue or publication	Oxford
Description	A4 client report
Entered by	Susan Rawlings (susan.rawlings@oxfordarch.co.uk)
Entered on	24 February 2011

OASIS:

Please e-mail English Heritage for OASIS help and advice

© ADS 1996-2006 Created by Jo Gilham and Jen Mitcham, email Last modified Friday 3 February 2006

Cite only: /dl/export/home/web/oasis/form/print.cfm for this page

OXFORD

11 NORHAM ROAD

OXNORHIØ

Box 1 File 3

B. SITE DIARY

SCAN PDF

FILMING INSTRUCTIONS

Submitter OASouth

No. of CD copies: 3

Headings

Site information

Line 1: [OASouth] County:[Oxfordshire] Parish:[Oxford] Site:[11 Norham Road]

Site code[OXNORH 10]

Line 2: Excavators name[WILKINSON D]

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	



WATCHING BRIEF RECORD

SITE CODE OXDEN10

SITE NAME NORHAM ROAD, OXFORD

DATE 3.9.10

NGR

County

Start Time

08:00 hrs.

OXFORDSHIRE

Finish Time

16:00 hrs.

Milage

Previous Visit

N/A

Visit By

MARIE WOODLEY

Type of construction work

SINGLE STORY EXTENSION

Contacts made

MARIO - CROWNWORKER, SIMON - GARDENER.

Archaeology present?

Yes:

No:

Undated:

Other:

COMMENTS

08:00 hrs - ARRIVED ON SITE, LIASED WITH WORKFORCE.

08:30 hrs - OBSERVED SECTION S.001, CLEANED UP, PHOTOGRAPHED AND RECORDED.

09:30 hrs - BEGAN MACHINE STRIPING OF PROPOSED AREA.

10:30 hrs - BREAK.

11:00 hrs - OBSERVED LINEAR FEATURE AND POSSIBLE PITS. RECOVERED BONE + POT FRAGMENT.

12:00 hrs - CONTINUED WITH STRIP.

13:00 hrs - LUNCH.

13:30 hrs - RESUMED SITE STRIP.

14:00 hrs - FINISHED STRIP, CLEANED UP AREA AND DREW + PHOTO PLAN OF AREA.

15:00 hrs - INVESTIGATED FEATURES. FOUND PITS TO BE ~~NOT~~ ^{EFFEMERAL}. DITCH NO DATING.

15:45 hrs - RETURNED TO OFFICE.

Records?



WATCHING BRIEF RECORD

SITE CODE **OXNS6210**

SITE NAME **11 NORTHAM ROAD, OXFORD.**

DATE **7.9.10**

NGR

County

Start Time

08:00hrs.

OXFORDSHIRE.

Finish Time

Milage

Previous Visit

Visit By

3.9.10 - M. WOODLEY.

MARK WOODLEY

Type of construction work

SINGLE SPOUT EXCAVATION + PIPE TRENCH.

Contacts made

MARCO.

Archaeology present?

Yes:

No:

Undated:

Other:

COMMENTS

08:00 hrs : ARRIVE ON SITE LIASE WITH CROWDWORKER.

08:15 hrs : STOOD DOWN.

09:00 hrs : EXCAVATION OF PIPE TRENCH BEGUN. OBSERVED.

10:30 hrs : BREAK.

11:00 hrs : RESUMED WORK.

11:30 hrs : RECORDED + PHOTOGRAPHED TRENCH SECTION.

12:15 hrs : WORK FINISHED. NO ARCHAEOLOGY PRESENT.

12:30 hrs : RETURNED TO OFFICE.

13:00 hrs : ARRIVED AT OFFICE TOOK LUNCH.

13:30 hrs : REPOSITED ARTIFACTS, REPOSITED FILM + SD CARD. PG. WASHED + IDENTIFIED.

14:30 hrs : COMPLETED ARCHIVE.

Records?

OXFORD
11 NORHAM ROAD
OXNORH10

Box 1 FILE 4

B. PRIMARY CONTEXT RECORDS

SCAN PDF

FILMING INSTRUCTIONS

Submitter OASouth

No. of CD copies: 3

Headings

Site information

Line 1: [OASouth] County:[Oxfordshire] Parish:[Oxford] Site:[11 Norham Road]

Site code[OXNORH 10]

Line 2: Excavators name[WILKINSON D]

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	



CONTEXT RECORD

Context No.

(1000)

SITE *OXFORD 10*

ADDITIONAL SHEETS:

TYPE *NATURAL*

Trench

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.

Cut by:

Filled by:

Section No.

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:

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.

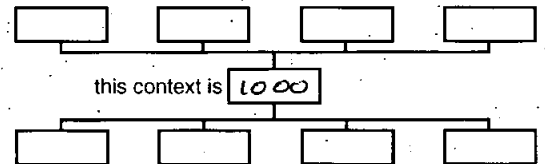
Fill of:

Matrix location

Relationships uncertain

Description (See check lists):

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

NATURAL - LIGHT YELLOWISH BROWN SANDY GRAVELS.

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

 Small FindsRecorder *MW* SamplesDate *7.9.10* Building Materials

Initials



CONTEXT RECORD

Context No.

(1001)

SITE *OXNORHIC*

ADDITIONAL SHEETS:

TYPE *Dep.*

Trench

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.

Cut by:

Filled by:

Section No.

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:

Lével

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.

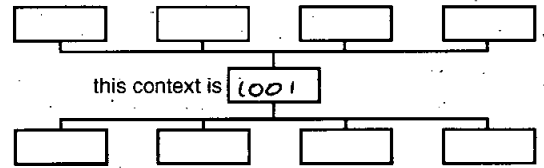
Fill of:

Matrix location

Relationships uncertain

Description (See check lists):

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

MODERN BUILDINGS DEPOSITS INCLUDING BROKEN PATIO + STEPS

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

 Small FindsRecorder *mw* SamplesDate *3.9.10* Building Materials

Initials



CONTEXT RECORD

Context No.

[1002]

SITE OXNOR2110

ADDITIONAL SHEETS:

TYPE DITCH

Trench

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.

P.001

Cut by:

Filled by: (1003)

Section No.

S.001

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:

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:

(1000)

Neg No.

Fill of:

Matrix location

Relationships uncertain

Description (See check lists):

1. NW-SE LINEAR

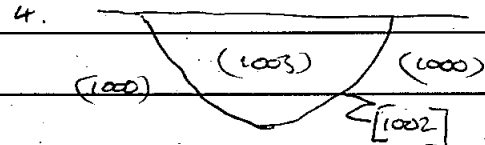
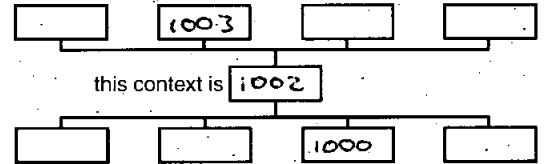
2. CONCAVE BASE, MODERATE SLOPING STRAIGHT SIDES

3.

5. N/A

6. (1003)

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

SMALL LINEAR, POSSIBLY FIELD BOUNDARY?

NO DATA RECORDED. POSSIBLY PRE-HISTORIC? MEDIEVAL.

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

△ Small Finds

Recorder MW

◇ Samples

Date 2.9.10

⬠ Building Materials

Initials



CONTEXT RECORD

Context No.

(1003)

SITE *OXNOZH10*

ADDITIONAL SHEETS:

TYPE *Fill*

Trench

Context Type: *Deposit / Cut / Structure*

Check Lists:

Site sub-div

Overlain by: *(1001) MODERN DEPOSITS.*

DEPOSIT:

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

Structure No.

Abutted by:

Plan No.

P.001

Cut by:

Filled by:

Section No.

S.001

Same as:

Part of:

CUT:

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

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: *[1002]*

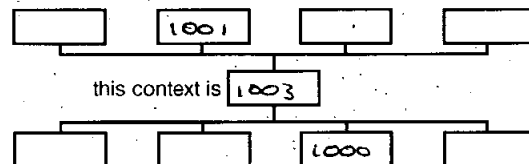
Matrix location

Relationships uncertain

Description (See check lists):

*1. FIRM**2. DARK BROWN**3. SANDY SILT**4. RARE SMALL & GRAVELS**5.**6. WASH [1002]*

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

*NATURALLY ACCUMULATED SILTY FILL.**FAIRLY RAPID SILTING PROCESS**NO DATA RECOVERED.**PROBABLY MED - POST MED DITCH.*

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

 Small FindsRecorder *MW* SamplesDate *2.9.10* Building Materials

Initials



CONTEXT RECORD

Context No.

[1004]

SITE ~~OXF10~~ ~~OXF110~~

ADDITIONAL SHEETS:

TYPE ~~Pit~~ / ~~Tree~~

Trench

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.

P.001

Cut by:

Filled by: (1005)

Section No.

N/A

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:

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: (1000)

Neg No.

Fill of:

Matrix location

Relationships uncertain [1002] [1006]

Description (See check lists):

1. SEMI CIRCULAR.

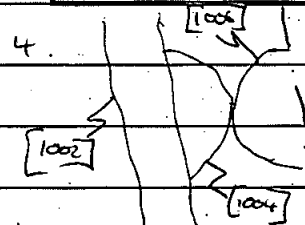
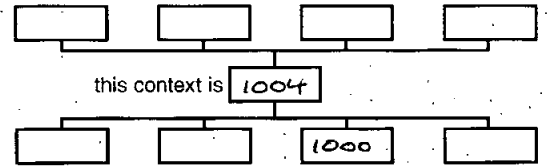
2. FLAT, IRREGULAR BASE

3. 0.02m DEP.

5. TOP TRUNCATED BY MODERN PAVING.

6. (1005)

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

UNCERTAIN PIT / TREE HOLE FEATURE. HEAVILY TRUNCATED BY
MODERN GARDEN WORKS UNDATED.

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

 Small Finds
Recorder *MW*
 Samples

Date 2.9.10

 Building Materials

Initials



CONTEXT RECORD

Context No.

(1005)

SITE OXND0410

ADDITIONAL SHEETS:

TYPE Fill

Trench

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.

P001

Cut by:

Filled by:

Section No.

N/A

Same as:

Part of:

CUT:

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

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: [1004]

Matrix location

Relationships uncertain

Description (See check lists):

1. FRAGILE

2. Dark Brown

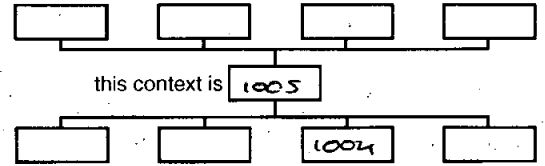
3. SAND SILT

4. V. RARE, small R. GRAIN.

5. O.O.P.

6. U.M.I. [1004]

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

NATURALLY ACCUMULATED FILL. HEAVILY TRUNCATED.

POSSIBLY MED - POST - MED PERIOD.

SOME BONE RECOVERED.

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

 Small Finds

Recorder MW

 Samples

Date 3.9.10

 Building Materials

Initials



CONTEXT RECORD

Context No.

[1006]

SITE *OXWORTH 10*

ADDITIONAL SHEETS:

TYPE *PIT ?*

Trench

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.

Abuted by:

Plan No.

P.001

Cut by:

Filled by: *(1007)*

Section No.

N/A

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:

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:

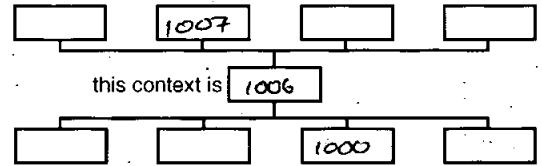
Matrix location

Relationships uncertain *[1004]*

Description (See check lists):

*1. Semi-circular.**2. Flatish base. No real sides.**3. 0.02m deep.**5. Top truncated by modern intervention.**6. (1007)*

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

*POSSIBLE PIT / TREE HOLE. BONE RECOVERED.**PROP. MED - POST MED.*

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

 Small FindsRecorder *MW* SamplesDate *3. 9. 10* Building Materials

Initials



CONTEXT RECORD

Context No.

(1007)

SITE OXNOR 10

ADDITIONAL SHEETS:

TYPE

Trench

Context Type: Deposit / Cut / Structure

Check Lists:

Site sub-div

Overlain by: (1001)

DEPOSIT:

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

Structure No.

Abutted by:

Plan No.

P.001

Cut by:

Filled by:

Section No.

~~S.A~~ N/A

Same as:

Part of:

CUT:

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

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: [1006]

Matrix location

Relationships uncertain

Description (See check lists):

1. FILLABLE

2. DARK BROWN

3. SANDY SILT.

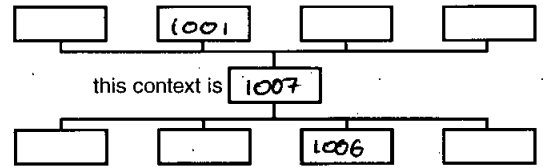
4. RARE SMALL R. COIN.

5. OOLITE

6. U.I.M. [1006]

7.

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

PT FILL NATURAL-ACCUMULATION

TRUNCATED HEAVILY BY MODERN PATIO

BONE RECOVERED.

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

△ Small Finds

Recorder MW

◇ Samples

Date 3.9.10

⬆ Building Materials

Initials



CONTEXT RECORD

Context No.

(1008)

SITE *OXWORTH*

ADDITIONAL SHEETS:

TYPE

Trench

Context Type Deposit / Cut / Structure

Check Lists:

Site sub-div

Overlain by: (1009)

DEPOSIT:

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

Structure No.

Abutted by:

Plan No.

n/a

Cut by:

Filled by:

Section No.

S.002

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: (1000)

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:

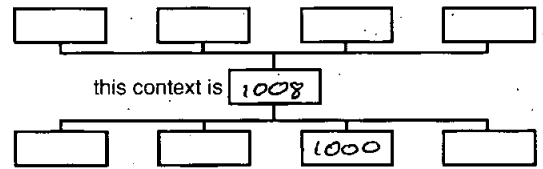
Matrix location

Relationships uncertain

Description (See check lists):

*1. COMPACT**2. DARK REDDISH BROWN**3. SAND - SILT -**4. RARE SMALL R GRAVEL**5. 0-48m THICK*

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

SUBSOIL - MEDIEVAL FIELD

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

 Small FindsRecorder *MW* SamplesDate *7.9.10* Building Materials

Initials



CONTEXT RECORD

Context No.

(1009)

SITE OxNS110

ADDITIONAL SHEETS:

TYPE TOPSOIL

Trench

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.

Cut by:

Filled by:

Section No.

S.002

Same as:

Part of:

CUT:

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

Co-Ordinates

Consists of:

Overlies: (1008)

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:

Matrix location

Relationships uncertain

Description (See check lists):

1. FIRM.

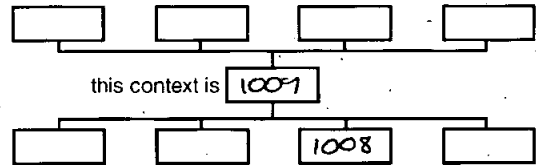
2. DALE BROWN.

3. SILT

4. RARE SR/IC GRAVELS.

5. 0.50m THICK.

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

TOPSOIL - GARDEN SOIL.

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

 Small Finds

Recorder MW

 Samples

Date 7.9.10

 Building Materials

Initials



OXFORD
11 NORHAM ROAD
OXNORHIØ

Box 1 FILE 5

B. CATALOGUE OF DRAWINGS

SCAN PDF

FILMING INSTRUCTIONS

Submitter OASouth

No. of CD copies: 3

Headings

Site information

Line 1: [OASouth] County:[Oxfordshire] Parish:[Oxford] Site:[11 Norham Road]

Site code[OXNORH 10]

Line 2: Excavators name[WILKINSON D]

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
11 NORHAM ROAD
OXNORH10

BOX 1 FILE 6

B. PRIMARY DRAWINGS

SCAN PDF

FILMING INSTRUCTIONS

Submitter OASouth

No. of CD copies: 3

Headings

Site information

Line 1: [OASouth] County:[Oxfordshire] Parish:[Oxford] Site:[11 Norham Road]

Site code[OXNORH 10]

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Classification of material

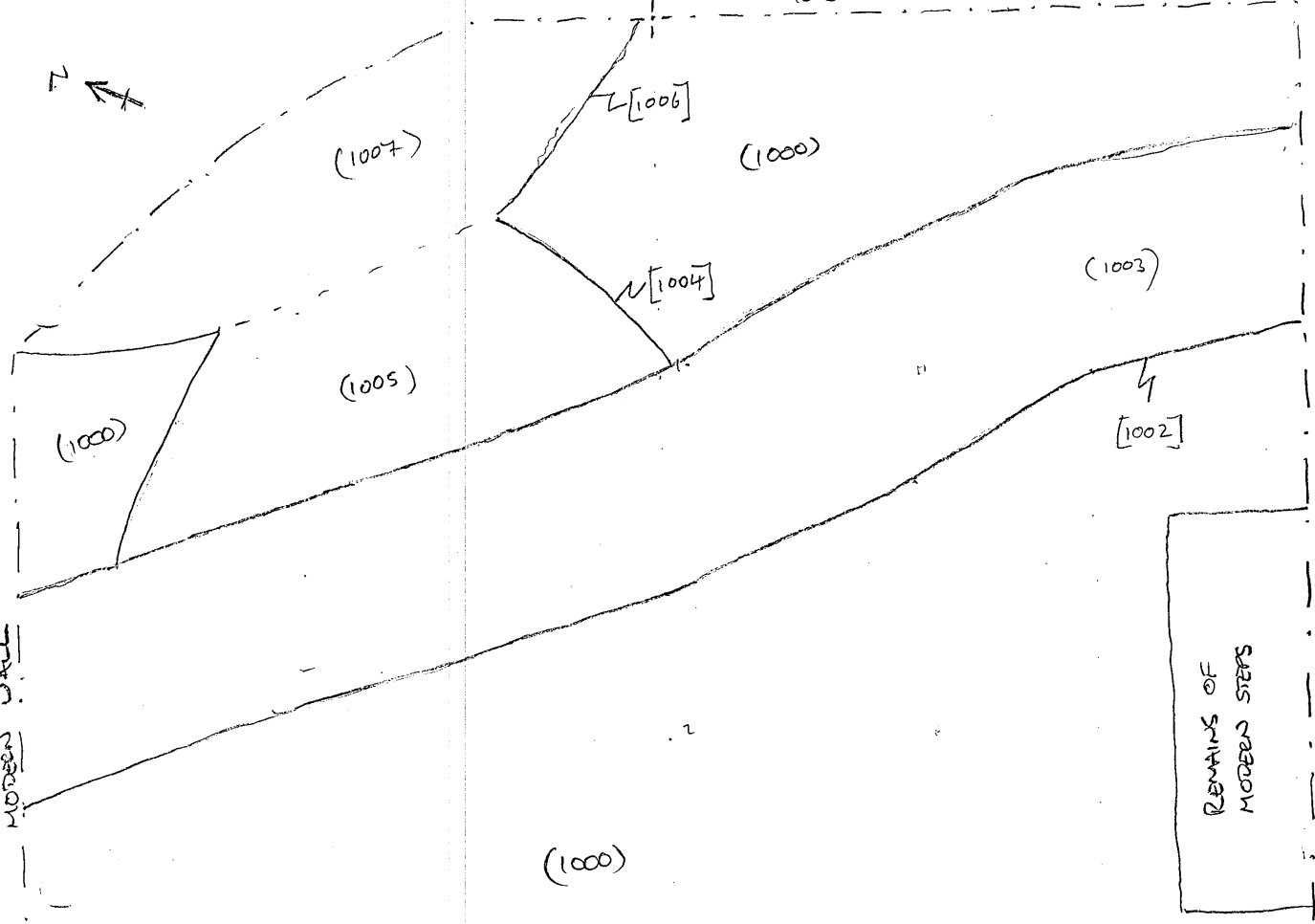
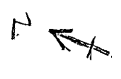
Tick if present

Index to archive	
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A:Publication Report	
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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	
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F: Press and Publicity	
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SKETCHED
P.001
1:20
M. WOODLEY
2-9-10

6m TO HOUSE
↔

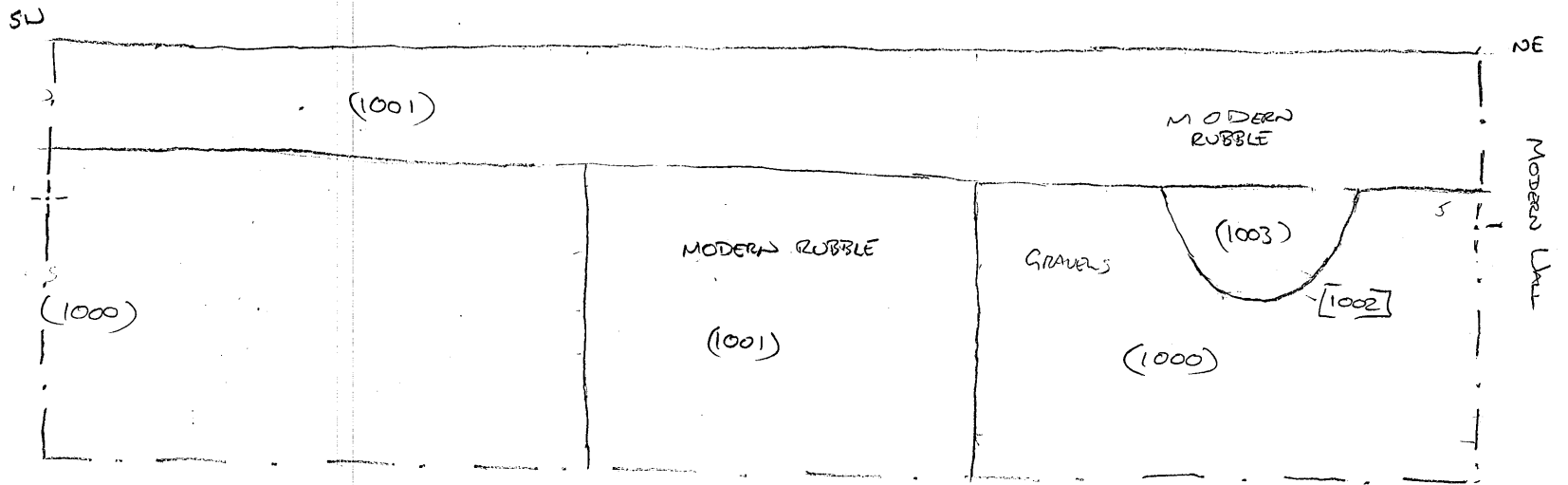
DF001.1
MOD WALL



DF001.2
↔
6m TO HOUSE

NAS (1000)

MODERN WALL



0 1m

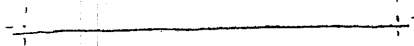
OKNORTIO
S.001
1:20
M.WOODLEY
3.9.10

S.001

OXFORD 7
S.002
1:20
M. DOOLEY
7-9-10

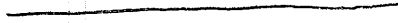
NNW

SSB



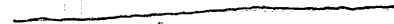
(1009)

TOPSOIL DARK BROWN EARTH
0-0.50m



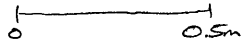
(1008)

SUBSOIL DARK REDDISH BROWN
SANDY SOIL
0.50m-0.98m



(1000)

NATURAL YELLOW SANDY
GRAVELS
0.98m - 1





OXFORD
11 NORHAM ROAD
OXNORHIØ

Box 1 File 7

C. FINDS BOX AND BAG LISTS

SCAN PDF

FILMING INSTRUCTIONS

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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	✓
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FINDS CONTEXT CHECKLIST

SITE CODE *OX202H10*

SITE NAME *NORHAM ROAD, OXFORD*

LISTED BY *MW*

BULK FINDS				SMALL FINDS			
Context	Number of bags	Date	In	Small find number	Date	In	*✓
<i>1003</i>	<i>1</i>	<i>7.9.10</i>					
<i>1007</i>	<i>1</i>	<i>"</i>					

Checked by:



Oxford Archaeology

FINDS CONTEXT CHECKLIST

SITE CODE **OX202H10**

SITE NAME **NORTHAM ROAD, OXFORD**

LISTED BY **MJW**

BULK FINDS				SMALL FINDS			
Context	Number of bags	Date	In	Small find number	Date	In	*✓
1003	1	7.9.10	1				
1007	1	"	1				
V/S	1		1				

Checked by: **GC 7/9/2010**

Finds Compendium

Site Code	Invoice Code	Site Name	Accession No	OAU No
OXNORH 10	OXNORHWB	11 Norham Road, Oxford		

OA 1543

Finds materials summarised for Site Code: OXNORH 10 and invoice code: OXNORHWB

Material	No of Boxes	No Of Contexts	No Of Sherds	Total Weight (g)	Box Sizes	Box Numbers
Animal Bone		2	10	355		MISC.01 - mixed box
Pottery		1	1	5		MISC.01 - mixed box
	Totals:		11	360 g		

Total No of Boxes:

+
1 miscellaneous boxes

Miscellaneous Box Sizes:

MISC.01 Size 2

Box Contents Sheets

Site Code OXNORH 10					Material: Miscellaneous							
Box Size Size 2					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)	
1003		1	6	Animal Bone	57							
1007		1	4	Animal Bone	298							
0		1	1	Pottery	5							
No of Contexts:		3	Total Bags:		3							
Total Objects:		11	Total Weight:		360							

OXFORD

11 NORHAM ROAD

OXNORHIO

Box 1 FILE 8

D. CATALOGUE OF PHOTOGRAPHS

OXFORD
11 NORHAM ROAD
OXNORHIO

SCAN PDF

FILMING INSTRUCTIONS

Submitter OASouth

No. of CD copies: 3

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PHOTOGRAPHIC RECORD SHEET

SITE CODE *OXN02H10*SITE NAME *NORHAM ROAD, OXFORD*FILM NO. *1*

Camera number

Lens number

Black & white / Colour

Date	Negative number	View	Context(s)	Initials
<i>3.9.10</i>	<i>0</i>		<i>ID SHOT</i>	<i>MW</i>
<i>↓</i>	<i>1</i>	<i>NNW</i>	<i>SSE, FACING, S.001, DITCH [1002] 1x1/2m</i>	<i>WB</i>
<i>↓</i>	<i>2</i>	<i>↓</i>	<i>↓</i>	<i>NB</i>
<i>↓</i>	<i>3</i>	<i>↓</i>	<i>↓</i>	<i>NB</i>
<i>↓</i>	<i>4</i>	<i>S</i>	<i>P.001, STEEPED AREA, 1x1/2m</i>	<i>WB</i>
<i>↓</i>	<i>5</i>	<i>↓</i>	<i>↓</i>	<i>NB</i>
	<i>6</i>	<i>↓</i>	<i>↓</i>	<i>NB</i>
<i>7.9.10</i>	<i>7</i>	<i>NE</i>	<i>SW FACING, S.002, SAMPLE SECTION, 1x1/2m</i>	<i>WB</i>
<i>↓</i>	<i>8</i>	<i>↓</i>	<i>↓</i>	<i>NB</i>
	<i>9</i>	<i>↓</i>	<i>↓</i>	<i>NB</i>
	<i>10</i>			
	<i>11</i>			
	<i>12</i>			
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