



Clifton Meadows

Long Whittenham, Oxfordshire

Written Scheme of Investigation

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Clifton Meadows, Long Whittenham, Oxfordshire

Written Scheme of Investigation

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Earth Trust

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Purpose of document

This document has been prepared as a Written Scheme of Investigation for Earth Trust. The purpose of this document is to provide an outline of development stages, highlighting planned archaeological fieldwork, aims and objectives of the work, and methodology to be employed. The document will be supported by stage specific WSIs prepared in advance of each package of archaeological fieldwork.

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Project summary

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1 INTRODUCTION AND SCOPE

1.1 Project background

1.1.1 DigVentures has been appointed by the Earth Trust (hereafter the Client) to prepare a Written Scheme of Investigation (WSI) for a programme of proposed works to be undertaken at the site of the Clifton Meadows, Little Whittenham (hereafter the Site). The programme of works has been prepared in consultation with Richard Oram, Planning Archaeologist for Oxfordshire County Archaeological Services (hereafter OCAS). The project is part of the River of Life II project, developing a wetland landscape comprising ponds, backwaters and wet woodland environments within areas of the floodplain of the River Thames and River Thame.

1.1.2 The development area of the River of Life II project, centered on SU 55680 95737, comprises three areas, Clifton Meadows, Church Farm and Overy Mead (Figure 1). Two of the sites, Clifton Meadows and Church Farm, are located along the southern and western bank of the River Thames to the west of Dorchester-on-Thames, Oxfordshire. The third, Overy Mead, is situated to the east of Dorchester on the banks of the Rover Thame, a tributary of the River Thames. Due to significant archaeological potential of the site, OCAS has advised a programme of archaeological investigation in order for the development to comply with paragraphs 187 and 189 of the National Planning Policy Framework (NPPF 2019), which will be carried out in accordance with the relevant Standards and guidance of the Chartered Institute for Archaeologists (CIfA 2014).

1.1.3 The current document presents the Written Scheme of Investigation for a stage of archaeological evaluation at Clifton Meadows. It supplements a pre-planning stage desk based assessment undertaken by Atkins (2018), and geophysical survey and geoarchaeological assessment undertaken as part of this stage of development (Phase Site Investigations 2019; Law 2019). The programme of works proposed will include two main phases of archaeological works;

- Archaeological evaluation (this stage)
- Archaeological watching brief (during construction phases)

1.1.4 Each of the above phases of work will require a stage specific WSI for each of the areas impacted to be agreed in advance by the Planning Archaeologist for Oxfordshire County Council.

1.2 Scope of document

1.2.1 This WSI sets out the overarching strategy and general archaeological methodology by which the archaeological contractor will implement the archaeological works. In format and content, it conforms with current best practice and to the guidance outlined in the Chartered Institute for Archaeologists' *Standards and Guidance* (2014). This WSI has been submitted to the Planning Archaeologist for Oxfordshire County



Council who provides archaeological planning advice to the Local Planning Authority. Prior to the commencement of archaeological works, a WSI specific to each stage should be prepared and agreed by the Planning Archaeologist.

1.3 Site location and geology

1.3.1 The site at Clifton Meadows is located at NGR SU 55680 95737. It comprises three fields situated along the south bank of the River Thames, opposite the village of Burcot and to the northwest of Dorchester-on-Thames, Oxfordshire. The site occupies land made up of three fields identified as Little Mead to the west, Clifton Meadow to the north and Thomas' Field to the east. The fields lie along the southern floodplain of the River Thames, across land currently used for pasture (Figure 1).

1.3.2 The site relatively level with some areas of boggy ground and some areas of dense vegetation. The ground conditions are uneven underfoot in places due to the presence of reeds and clumps / tussocks of low, but dense, vegetation. The site is bordered in the north by the River Thames and by wooden and metal wire fencing on all other sides (see Whittingham 2019).

1.3.3 The geology of the site consists of sandstone of the Lower Greensand Group overlain by alluvial deposits (British Geological Survey, 2019). The soils of the site are described as loamy and clayey floodplain soils with naturally high groundwater (Soilscapes 2019).

1.3.4 The sub-surface geology comprises of modern topsoil underlain by Holocene overbank alluvium at all sites, which in turn overlies gravelly sands of the Northmoor (Floodplain) Terrace of the River Thames. The sedimentary sequence consists of Northmoor terrace sandy gravels dated to the Late Devensian period overlain by Holocene overbank alluvium and a loamy modern topsoil. Sand and gravel deposits are overlain by Holocene overbank alluvium at all sites. These are fine grained sandy-silty clays, which are usually stone free. The Northmoor sands and gravels vary between 0.66m and 1.10 m below ground surface level, possibly suggesting the presence of a palaeochannel. The overbank alluvium is overlain at all sites by a modern topsoil, which is a sandy to silty clay loam, with occasional limestone (see Law 2019).

2 ARCHAEOLOGICAL AND HISTORIC BACKGROUND

2.1 Clifton Meadows

2.1.1 The earliest indication of human activity at Clifton Meadows dates to the Paleolithic, with a single findspot of a flint flake recovered at Burcot, 200m north of the River Thame (MOX6072). Fieldwalking undertaken by Oxford Archaeology suggested that later Mesolithic activity was represented by a 'light scattering' of activity in region but with no significant concentrations (Allen and Munby 2006, 352). Two Mesolithic transect axes were found at Northfield Farm (MOX11078) and a flint scatter was collected in the 1980s (MOX6092), just south of the southern field boundary of



Thomas' field, comprising 21 objects including flakes, cores and microlith and an axe. The same area was subject to trial excavations, but no archaeological features were recorded. Excavations undertaken in 1969 in Scabbs Field, north of Northfield Farm, revealed a penannular ring ditch including Bronze Age ceramics and a possible cremation (Gray 1977, cited in Allen et al 2006, 9). The investigations at Northfield Farm also recorded a series of enclosures interpreted as pre-Roman and a north to south trackway, and the extent and complexity of cropmarks around the location of the farm led to the area to the south of Clifton Meadows being designated as a scheduled monument (List entry 1002925).

- 2.1.2 An extensive series of cropmarks to the south of Clifton Meadows and west of Church Farm reveals a landscape which has been utilised and settled since early prehistory. Interpretation of the cropmarks by Miles (1977, cited in Allen et al 2006, 3) and Baker (1999, cited in Allen et al 2006, 3) has suggested the presence of a Neolithic henge, early Bronze Age barrows, an extensive Bronze Age field system, Iron Age settlement and a Roman trackway with settlement alongside (Allen et al 2006, 9 and fig 1.3). Archaeological trenching in Clifton Meadow recorded the presence of the Roman trackway at three locations (Trenches 12, 20 and 21), identifying two ditches running parallel on a north-south alignment. At the southernmost trench, Trench 12, the trackway ditches were overlain by 0.3m of deposits. At Trench 20, towards the centre of the field, the ditches were overlain by 0.5m of alluvial deposits and excavated to approximately 0.6m deep, 1.1m to the base from the land surface. No artefacts were recovered from the ditch features but waterlogged seeds from the basal layer was 14C dated to 80-250 cal AD (Allen and Munby 2006, 317). At the northernmost trench excavated (Trench 21), features were far more ephemeral, although the presence of an undated linear feature was recorded at a depth of 1m which followed the alignment of the western ditch of the trackway.
- 2.1.3 Fieldwalking to the east of Clifton Meadows recovered flint dating to the late Mesolithic, Neolithic and early Bronze Age, and a scattering of Roman pottery and SBM, probably reflecting the peripheral location of the field examined to Northfield Farm (Field 3, Allen and Munby 2006, 330). The Roman trackways (MOX24186) running both north-south and east-west indicate a major communication links across the gravel terraces. Post Roman evidence is less comprehensively studied but Lambrick noted visible ridge and furrow over much to the gravel terrace (Gray 1977, cited in Allen 2006, 9).

2.2 Church Farm

- 2.2.1 Fewer finds have been recorded in the immediate vicinity of the Church Farm area, although the presence of an undated ring ditch recorded (MOX7358) to the northwest of Little Town field confirms the region was utilised to some extent. Fieldwalking undertaken as part of the Oxford Archaeology investigations to the southwest of the area examined a series of undated cropmarks (Field 5, Allen and Munby, 2006). Finds recovered included worked flint of Mesolithic, Neolithic and Bronze Age date, sherds



of prehistoric pottery of later Bronze age and Iron Age date, a dense scatter of Roman pottery and a few sherds of Saxon pottery (ibid). To the west, cropmarks also suggest a linear feature running east to west, which is potentially part of the Roman series of trackways that are visible across the area (Allen and Munby, 2006, Figure 14.7). Immediately opposite, on the eastern bank of the Thames, Roman rectilinear enclosures are situated at right angles to the river, with single finds spots of Iron Age pottery (MOX7246) and evidence for Saxon occupation and an inhumation cemetery (MOX11050), suggesting a concentration of multiple phases of activity in the area. Slightly further south but also on the eastern bank opposite Church Farm, evidence for prehistoric pits and a ring ditch was also recorded during gravel extraction in 1973 (MOX7319).

2.3 Overy Mead

- 2.3.1 A similarly low level of archaeological evidence has been recorded around the site at Overy Mead, although magnetometry survey published in 2011 revealed an extensive series of roadside enclosures linked to the Roman town of Dorchester (Ainslie 2011, fig 1). The Roman road apparent in the survey, crosses the northern part of the Overy Mead site and potentially links with a Roman street which Frere identified during excavations located in allotments which were, at the time, threatened by housing development (Frere 1984, 91). The line of the street also appears to be reflected in the location of the earlier river crossing and site of the medieval Dorchester Bridge (MOX27265), first mentioned in 1146 and destroyed in 1816.

3 GEOPHYSICAL SURVEY AND GEOARCHAEOLOGY

3.1 Geoarchaeological assessment

- 3.1.1 L~P Archaeology was commissioned to carry out a geoarchaeological survey as part of the River of Life Project, Oxfordshire (Law 2019). The aim of the survey was to develop a preliminary assessment of the potential for archaeological preservation at the site, help establish the presence / absence, extent, character, relationships and date (as far as circumstances and the inherent limitations of the technique permits) of archaeological features within the survey area. The following is a summary of the results presented in the full report.
- 3.1.2 The survey was carried out on three sites adjacent to the River Thames near Dorchester-on-Thames, Oxfordshire as part of the River of Life II project. It revealed that the modern topsoil is underlain by Holocene overbank alluvium at all sites, which in turn overlies gravelly sands of the Northmoor (Floodplain) Terrace of the River Thames. The sedimentary sequence consists of Northmoor terrace sandy gravels dated to the Late Devensian period overlain by Holocene overbank alluvium and a loamy modern topsoil. Sand and gravel deposits are overlain by Holocene overbank alluvium at all sites. These are fine grained sandy-silty clays, which are usually stone free. Preservation of biological remains is good within the alluvium, and shells are well-



preserved within the gravel. The overbank alluvium is overlain at all sites by a modern topsoil, which is a sandy to silty clay loam, with occasional limestone pebbles derived from the underlying gravel.

- 3.1.3 At Clifton Meadows, there is a peat deposit which is at least 1 metre thick. The peat deposit is likely to have formed where former river channels become cut off from the main channel and choked with vegetation, perhaps as the river adjusted to a single channel from its Pleistocene braided form early in the Holocene. At Clifton Meadows, there was wet sediment in all boreholes, with water encountered at 0.77m below ground level. The overbank alluvium preserves mollusc shell and fine organics, while organic preservation is reasonably good within the peaty clays, with woodier plant fragments clearly recognisable.

3.2 Geophysical survey

- 3.2.1 A magnetic gradient survey was undertaken by Phase Site Investigations in May 2019 as part of the River of Life II project (Whittingham 2019). The aim of the survey was to help establish the presence / absence, extent and character of archaeological features within the survey area. The following is a summary of the results presented in the full report (Whittingham 2019).
- 3.2.2 A large part of the three areas surveyed (Clifton Meadows, Church Farm and Overy Mead) were dominated by responses relating to natural features / variations, probably including gravel / alluvial deposits and palaeochannels. These responses created a variable magnetic background which made it difficult to differentiate between individual responses that could be related to infilled features or other potential archaeological activity, and responses caused by natural features variations. As such the majority of isolated responses within these areas have not been shown on the interpretation and it should be noted that if discrete archaeological features are present it is unlikely it would be possible to differentiate between responses related to discrete features and the responses related to natural features / variations.
- 3.2.3 Within the Clifton Meadows area, the survey did provide further evidence for archaeological activity in the Clifton Meadow field, in the form of several series of positive linear / curvi-linear responses and trends. Roman activity and probable settlement present to the south of Clifton Meadow has been identified previously through cropmark analysis, geophysics and archaeological investigation (see above, Section 2.1). The Roman trackway is clearly visible, continuing on a north-south trajectory through the field and almost meeting the southern bank of the River Thames. Survey responses relating to a continuation of this trackway and other, possibly related, features have been overlain on Figure 3, which also shows the location of archaeological trenches excavated by Oxford Archaeology (Allen and Munby 2006). In addition to the archaeological features, a negative linear response picked up in Little Mead, running east-west and extending into Clifton Meadow. This



feature aligns with an area identified as a putative palaeochannel following work undertaken by Oxford Archaeology (*ibid.* Figure 14.1).

4 ARCHAEOLOGICAL AIMS

4.1.1 The development area of the River of Life II project is situated in a landscape with evidence for settlement and use since early prehistory. The area of Clifton Meadows is located along the line of a known Roman trackway, with evidence for multi-period activity recorded to the south of the site. The archaeological evaluation will seek to establish the character, date, state of preservation, and extent of any archaeological remains within the development area.

4.1.2 The archaeological aims listed below take account of the aims and objectives set out in the Regional Research Framework for the Solent-Thames Region (Hey and Hind 2014). The archaeological works undertaken at each of the areas included in the development are designed to achieve the following:

Aim 1 - To evaluate, with sufficient detail, the areas impacted through the development of the site, to establish the extent, nature and chronology of any extant archaeology.

- Q1. Can we corroborate chronological phasing for archaeological features at the Site, including the presence of earlier and later features and structures, as suggested from geophysical survey?
- Q2. What are the typical and atypical features of the area under investigation, and did this influence the functions and activities that took place?

Aim 2 - To investigate the nature of surviving archaeological deposits, and the presence of deposits masking archaeological material.

- Q3. How well do deposits and artefacts survive, and how deeply are they buried?
- Q4. What is the current state of the archaeological and palaeoenvironmental material across the site?
- Q5. Can the palaeoenvironmental data recovered from sampling in the trenches inform us about past land use and activity?

Aim 3 - To inform an appropriate mitigation strategy for the development phase of the project.

- Q6. What can an integrated synthesis of the results of this work with previous geophysics and geoarchaeological survey tell us about the site and its setting?
- Q7. Discuss the results in their local, regional and national setting, in order to provide a better understanding of the significance of recorded archaeology.



5 ARCHAEOLOGICAL METHODOLOGY

5.1 Monitoring of archaeological works

5.1.1 Archaeological works must be undertaken on the commencement of any groundwork that may have an impact on archaeological features and deposits. Any works requiring archaeological investigation cannot be undertaken without prior written approval of the scope of works and methodology employed via submission of an area specific WSI to the Planning Archaeologist, Oxfordshire County Council.

5.1.2 DigVentures will inform OCAS prior to the commencement of fieldwork. The strategy for archaeological evaluation, including the size, number and location of archaeological trenches has been discussed in advance with Richard Oram, Planning Archaeologist, OCC and is included below. Each trench will be stripped of topsoil mechanically under archaeological supervision and down to the archaeological horizon. Trenches will be cleaned by hand and any archaeological features will be excavated by context to the level of natural deposits, where it is safe to do so. No trenches will be handed back to the Client until written confirmation that they have been signed off is obtained from OCAS. A post-excavation plan showing the features and interventions along with grid references will be provided to facilitate sign off of areas in advance of this written confirmation. All GIS files of the final site plans will be submitted to OCAS once completed.

5.1.3 A site visit will be undertaken to monitor the archaeological evaluation during works. Access to the site will be arranged with 2 weeks' notice for representatives of OCAS to visit the site to inspect and monitor the archaeological investigation as it progresses (standard charge of £54 per visit). Variations to the WSI and method statements will be agreed in advance with the Client and OCAS. No areas of archaeological investigation should be handed back to the Client until they have been formally signed off by OCAS.

5.2 Archaeological evaluation methodology

5.2.1 All work will comply to ClfA *Standard and guidance for archaeological field evaluation* (2014). All works will be undertaken in accordance with the standards set out within the WSI provided by DigVentures and the requirements of OCAS. The Client will afford reasonable access in order that all archaeological features and deposits revealed during excavations and groundwork can be investigated and recorded appropriately.

5.2.2 Fifteen trenches (Trenches 1 to 15) will be excavated at the site totalling 520m of linear trenching (see Figures 2 and 3). All trenches will be excavated with a toothless ditched bucket using a bucket size of 1.8m. Trenches will comprise eleven 40m trenches and four 20m trenches.



- 5.2.3 Trenching in the western part of Clifton Meadows will focus on the linear features identified from the geophysical survey. Trenches 2-5 will be positioned to establish whether there is any continuity in the Roman road heading into the survey area, and whether there is any evidence for a bridging point at the river. The rest of the trenches are spaced across the areas being impacted on by the development to evaluate the relationship between alluvial and peat deposits, and any over- and underlying archaeological remains.
- 5.2.4 All areas identified for evaluation through trial trenching will be stripped of overburden deposits with a mechanical excavator under archaeological supervision down to the first archaeological horizon. All machine excavation will be carried out under constant archaeological supervision using a toothless bucket, and will include visually scanning spoil for artefacts. The first archaeological deposit will be cleared by machined and the trench cleaned by hand. Archaeological deposits will be excavated by context, and recorded by a professional archaeologist to establish the extent of survival and preservation of archaeological remains. Excavation will continue in this manner, removing material in successive spits until significant archaeological remains are encountered or, should buried archaeology be absent, the natural horizon is reached. Spoil will be removed in a systematic order, with overburden and topsoil kept separate from subsoil.
- 5.2.5 Where appropriate a sample of potentially significant deposits will be examined in order to establish the date, nature, extent and condition of the archaeological remains. In the event that unexpectedly complex and widespread archaeological remains are revealed, the Client and OCAS will be informed in order that the provisions of this WSI may be reviewed. Archaeological trenches, the location of archaeological finds of particular interest and environmental samples taken will be surveyed using a Total Station or GPS and tied in to the Ordnance Survey. Variations to the WSI and Method Statement will be agreed in advance with the Client and OCAS. The trenches will not be backfilled without the approval of OCAS.
- 5.3 Finds and environmental samples**
- 5.3.1 Finds will be treated in accordance with the relevant guidance given in the Chartered Institute for Archaeologist's *Standard and guidance for archaeological field evaluation* (revised 2014), and the *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (2014), excepting where they are superseded by statements made below. Archaeological material will be handled and sorted following advice in Watkinson and Neal (1998).
- 5.3.2 All artefacts will be retained from excavated contexts, except features or deposits undoubtedly of modern date. In these circumstances, sufficient artefacts will only be retained to elucidate the date and function of the feature or deposit. Finds recovered will be assessed by appropriately qualified specialists, who will examine the finds to



provide an identification, date and provenance of the material, and will also evaluate the significance of the assemblage.

5.3.3 All artefacts from the investigation will, as a minimum, be washed, counted, weighed and identified. Any stratified ironwork will be X-rayed and stored in a stable condition along with other fragile and delicate material. Suitable material, primarily the pottery and non-ferrous metalwork, will be scanned to assess the date range of the assemblage. The results of this scan will be appended to the submitted report.

5.3.4 Bulk environmental soil samples for plant macrofossils, small animal bones and other small artefacts will be taken from appropriate sealed and dateable archaeological contexts (each context will normally be sampled). Samples of between 40-60 litres will be taken or 100% of smaller contexts. Samples will not be taken from the intersection of features. Bulk environmental soil samples will be processed by flotation and scanned to assess the environmental potential of deposits, but will not be fully analysed. The residues and sieved fractions will be recorded and retained with the project archive. A statement on the environmental potential of excavated deposits will be included to the evaluation report. Environmental finds will be treated in accordance with relevant guidance, in particular the Historic England guidance documents;

- 2011 Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)
- 2014 Animal Bones and Archaeology: Guidelines for Best Practice
- 2015 Geoarchaeology: Using earth sciences to understand the archaeological record

5.3.5 The project manager will ensure that the results of palaeoenvironmental investigation, industrial residue assessments, analyses and other scientific analyses are included in a full evaluation report and a copy sent to the Historic England Science Advisor.

5.4 Human remains

5.4.1 In the event of discovery of any human remains, the OCAS will be informed immediately. Any remains will be left in situ, covered and protected, until the Client, Coroner and Local Planning Authority Advisor have been informed. Where development will unavoidably disturb them they will be fully recorded, excavated and removed from the site subject to compliance with the relevant Ministry of Justice Licence, which will be obtained by DigVentures.

5.4.2 Should human remains be excavated during the evaluation, all excavation and post-excavation will be in accordance with the standards set out in ClfA Technical Paper 13 *Excavation and post-excavation treatment of cremated and inhumed remains* (1993) and Historic England 2004 *Human Bones from Archaeological Sites A guideline for best practice for producing human osteological assessments and analytical reports*.



The final placing of human remains following analysis will be subject to the requirements of the Ministry of Justice Licence.

5.5 Treasure

- 5.5.1 In the event of discovery of artefacts covered or potentially covered by The Treasure Act 1996, their excavation and removal will be undertaken following notification of the Client, Coroner, British Museum and OCAS. Advice on reporting and management of any Treasure finds will be sought from the appropriate Finds Liaison Officer.

6 POST-EXCAVATION AND REPORTING

6.1 Archaeological fieldwork report

- 6.1.1 Within eight weeks of completion of all fieldwork, a draft report setting out the results will be produced and forwarded to the Client and OCAS for approval. The report will be prepared in accordance with the guidance given in the ClfA *Standard and Guidance for excavation* (Revised 2014) and ClfA *Standard and Guidance for an archaeological watching brief* (Revised 2014), except where superseded by statements below. On approval, a final version of the report will be submitted to the CHER and a digital copy uploaded to OASIS within two weeks of approval.

- 6.1.2 Emphasis will be given to placing the results into the context of the archaeology of the region, and their significance in the context of the priorities outlined in the research framework for the Regional Research Framework for the Solent-Thames Region (Hey and Hind 2015). The report will comply with the requirements of OCAS and in any case may include:

- a non-technical summary
- a site location plan to at least 1:10,000 scale and with an 8 figure grid reference
- the site code, planning application number, and dates of work carried out
- aims, objectives and methodology of the work undertaken
- a summary by category of the material types recovered
- a summary of the palaeoenvironmental evidence
- results and conclusions, including a consideration of the archaeological evidence from within the site set in its broader landscape and historic setting
- plans and sections at an appropriate scale locating the site, the, known and projected archaeological deposits and the extent and nature of colluvial and/or alluvial deposits, including soil heights
- tabulation of finds data by context and by material type
- tabulation of contexts and archaeological features recorded
- statement of archive location

- 6.1.3 The preparation of the report may involve the following elements:

- the conservation of appropriate material, including the x-raying of ironwork



- the spot dating of all pottery from excavated contexts. Spot dating will be corroborated by scanning of other categories of material
- the preparation of a preliminary phased site matrix with supporting lists of contexts by type (ditch fill, pit fill etc.), by spot-dated phase (early bronze age, middle iron age, roman etc.), by structural grouping (e.g. contexts by pit, by building etc.), supported by preliminary phase plans
- a statement on each category of material, including reference to quantity, provenance, range and variety, condition and existence of other primary sources
- the selection and prioritisation of bulk soil samples taken for environmental and artefactual data in the light of preliminary phasing. sieving, processing and scanning of selected soil samples will be undertaken and an assessment statement on charred food and plant remains, including references as for the categories of material
- a statement of potential for each material category and for the data collection as a whole will be prepared, including specific questions that can be answered and the potential value of the data to local, regional and national investigation priorities

6.1.4 All specialist reporting will be undertaken by experienced specialists, including;

- Animal bone – Hannah Russ
- Environmental – Rosalind McKenna
- Geoarchaeology – Joanne McKenzie
- Prehistory pottery – Emily Edwards
- Roman pottery – David Griffiths
- Human bone – Natasha Powers
- Medieval / post medieval pottery – Stephanie Ratkái
- Glass – Cecily Cropper
- Lithics – Joshua Hogue
- Small finds and leather – Quita Mould

6.1.5 Where appropriate and subject to further agreement, further analysis may be undertaken and the results published in a journal appropriate to the significance of finds.

7 ARCHIVE

7.1 Preparation and deposition

7.1.1 The complete project archive will be prepared in accordance with the ClfA *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* (2014), and in line with guidance from the Oxfordshire County Council. The material archive from the project, including the finds and subject to the wishes of the landowner will be deposited at the County Archive Facility. Transfer of Title will be secured from the landowner where agreement has been achieved to deposit the archive with the County Archive Facility.



- 7.1.2 Guidelines for preparation and deposition have been fully reviewed to ensure that the curator's requirements can be fully met. Deposition of the Digital Archive will follow guidelines outlined by the Archaeological Data Service (ADS 2015), and a selected digital version of the project archive will be deposited with ADS.

8 PROJECT MANAGEMENT, STAFFING AND PROFESSIONAL STANDARDS

8.1 Staffing

- 8.1.1 The fieldwork will be directed and supervised by Chris Casswell MCIfA, Head of Fieldwork, DigVentures, supported by a team of professional archaeologists, who will be on site, having been given prior notification by the Client, as soon as groundworks are being undertaken that could have an impact on potential archaeological features. No groundworks which could have an impact on extant archaeology should be undertaken prior to the archaeological evaluation if it has been determined that mitigation is required. The overall responsibility for the conduct and management of the project will be held by one of DigVentures' Projects Director, Brendon Wilkins MCIfA, who will visit the fieldwork as appropriate to monitor progress and to ensure that the scope of works is adhered to. The appointed Projects Director and Head of Fieldwork will be involved in all phases of the project through to its completion.
- 8.1.2 The analysis of the finds and environmental data will be undertaken by DigVentures' core staff or external specialists (identified above), using DigVentures' standard pro forma recording system. The work will be carried out under the supervision of the following departmental managers under the overall direction of the Project Manager. Further information on DigVentures' external finds and environmental specialists can be provided on request.

8.2 Quality and professional standards

- 8.2.1 DigVentures is a Registered Organisation with the Chartered Institute for Archaeologists. All senior managers are MCIfA registered. The company endorses the *Code of conduct* of the Chartered Institute for Archaeologists and complies with the Institutes' *Standards and guidance* documents.
- 8.2.2 All core staff employed by DigVentures are appropriately qualified and employed in line with Chartered Institute for Archaeologists *Code of conduct*. DigVentures operates a Project Management System based on MoRPHE. All projects are undertaken under the direction of the Project Manager who is responsible to the Projects Director, who ensures the maintenance of quality standards within the organisation. The Managing Director has ultimate responsibility for all of the company's work.



9 INSURANCE, HEALTH AND SAFETY

9.1 Policy and Risk Assessment

- 9.1.1 Health and safety considerations will be of paramount importance in conducting all fieldwork. Safe working practices will override archaeological considerations at all times. DigVentures will ensure that all work is carried out in accordance with its company Health and Safety Policy (2018), to standards defined in The Health and Safety at Work etc. Act 1974, and The Management of Health and Safety Regulations 1992, and in accordance with the SCAUM (Standing Conference of Archaeological Unit Managers) health and safety manual Health and Safety in Field Archaeology (1996). Trench excavation and design shall conform to Health and Safety legislation, incorporating current best engineering practice where possible.
- 9.1.2 A Risk Assessment will be undertaken in advance of fieldwork, under the direction of Chris Casswell (Head of Fieldwork) and approved by Brendon Wilkins (Projects Director) in liaison with the Client and OCAS. A copy will be given to OCAS prior to the commencement of works. DigVentures holds public liability insurance (£5,000,000), employers liability insurance (£10,000,000) and professional indemnity insurance (£1,000,000).

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Appendix 1 OASIS Entry

OASIS ID: digventu1-349366

Project details

Project name	River of Life II
Short description of the project	Geophysical survey, geoarchaeological assessment and archaeological evaluation of three water-side areas ahead of riverside environment development and maintenance. Hurst Water Meadow, Clifton Meadow and Church Farm, South Oxfordshire
Project dates	Start: 01-05-2019 End: 31-12-2022
Previous/future work	Not known / Yes
Type of project	Field evaluation
Site status	None
Current Land use	Wetlands
Monument type	TOWN Roman
Significant Finds	POTTERY Roman
Methods & techniques	""Geophysical Survey""
Development type	River-side environment improvement scheme
Prompt	Planning condition
Position in the planning process	Not known / Not recorded
Solid geology (other)	Gault Formation - Mudstone
Drift geology	ALLUVIUM
Techniques	Magnetometry

Project location

Country	England
Site location	OXFORDSHIRE SOUTH OXFORDSHIRE DORCHESTER Hurst Water Meadow; Clifton Meadow; Church Farm
Study area	65 Hectares
Site coordinates	NZ 457987 193539 54.567209913751 -1.291572971054 54 34 01 N 001 17 29 W Point
Site coordinates	NZ 456827 194299 54.567903432375 -1.293355326542 54 34 04 N 001 17 36 W Point
Site coordinates	NZ 456827 194299 54.567903432375 -1.293355326542 54 34 04 N 001 17 36 W Point



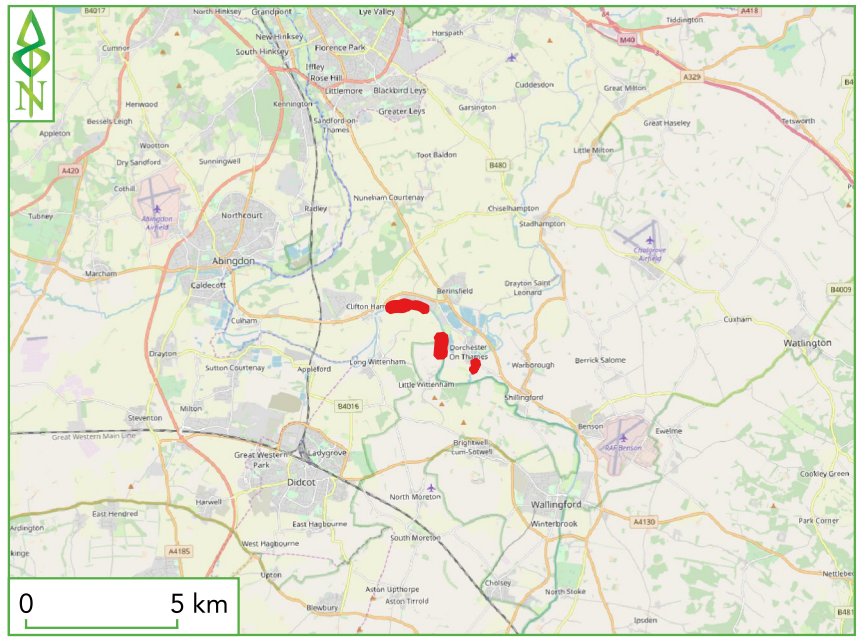


Figure 1 - River of Life: Clifton Meadow, Church Farm and Overy Mead

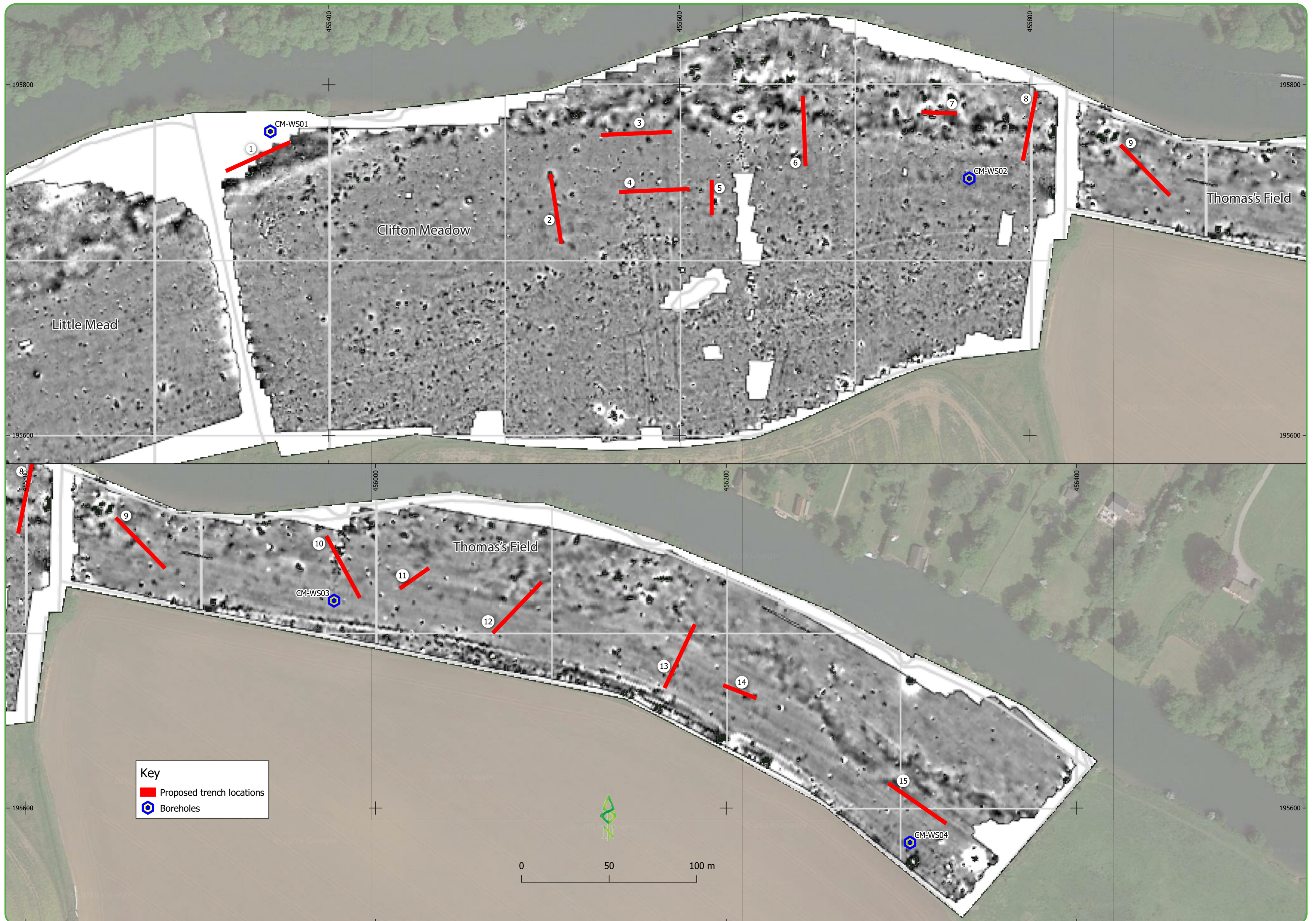


Figure 2 - Clifton Meadow: Proposed archaeological trenches overlying magnetometry survey grayscale

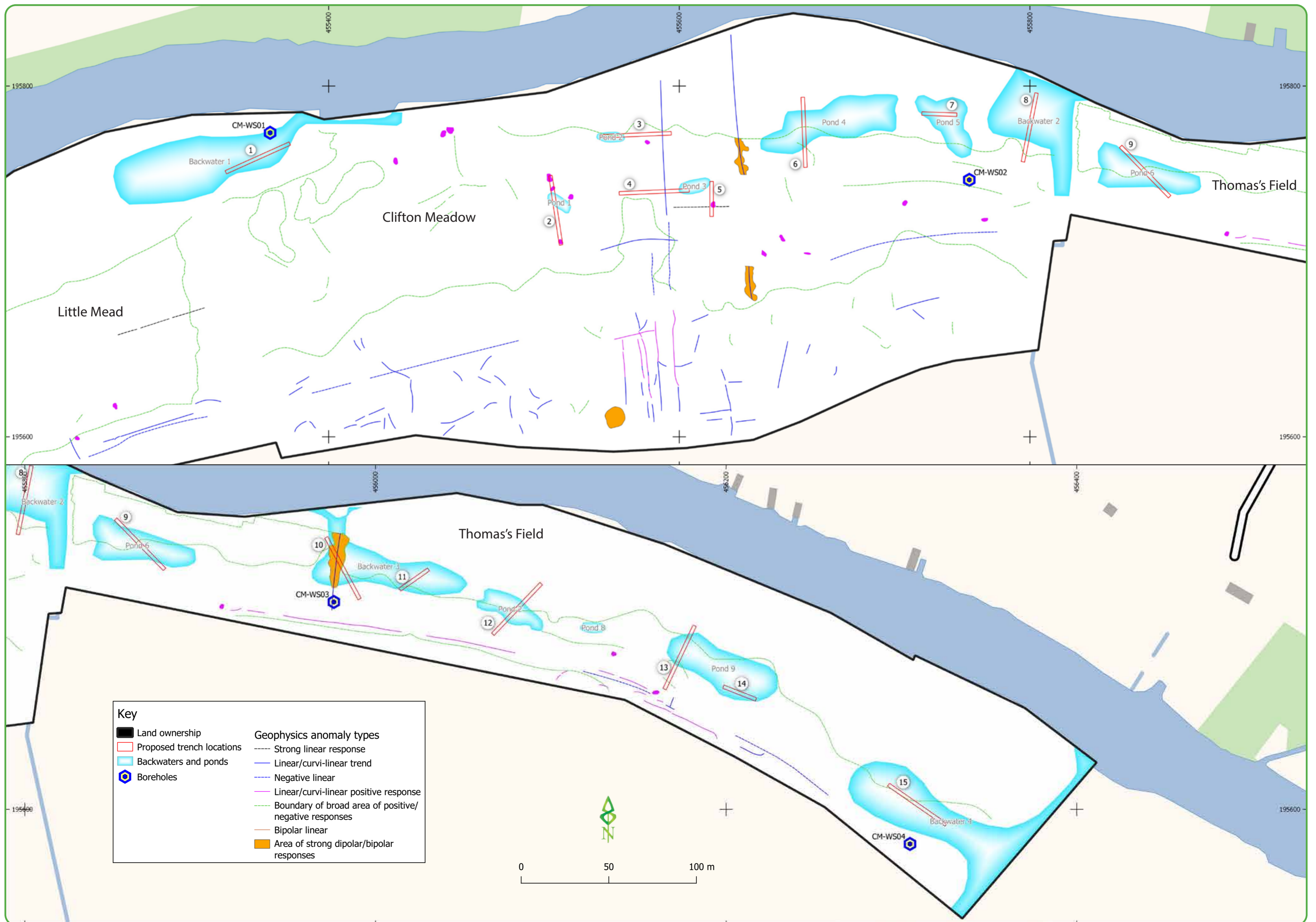


Figure 3 - Clifton Meadow: Proposed archaeological trenches overlying magnetometry survey interpretation