



JOHN MOORE HERITAGE SERVICES

**20/01707/F - PARTS OF OS PARCELS 1125 & 1621,
NORTH AND EAST OF HOME FARM CLOSE,
AMBROSDEN, OXFORDSHIRE
AN ARCHAEOLOGICAL EVALUATION**

NGR: SP 6011 1926

JANUARY 2021

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FIELDWORK 11th January 2021

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JMHS Project No: 4390
OASIS No: johnmoor1-412467
Site Code: AMNHFC 20
Archive Location: A copy of the digital archive is maintained by John Moore Heritage Services (4390). Digitised copies of the primary records are available on OASIS



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Summary

John Moore Heritage Services carried out an evaluation at land to the north of Home Farm Close, Ambrosden, Oxfordshire ahead of an application for the erection of 8 dwellings. No archaeological finds or features were identified on the site.

1 INTRODUCTION

1.1 Site Location (Figure 1)

The site is located to the north and east of Home Farm Close on the south west side of Ambrosden (SP 6011 1926). The application site is currently in agricultural use. The site is situated at approximately 60 metres OD and the underlying geology is shown as Cornbrash. The site is 0.39ha in size.

1.2 Planning Background

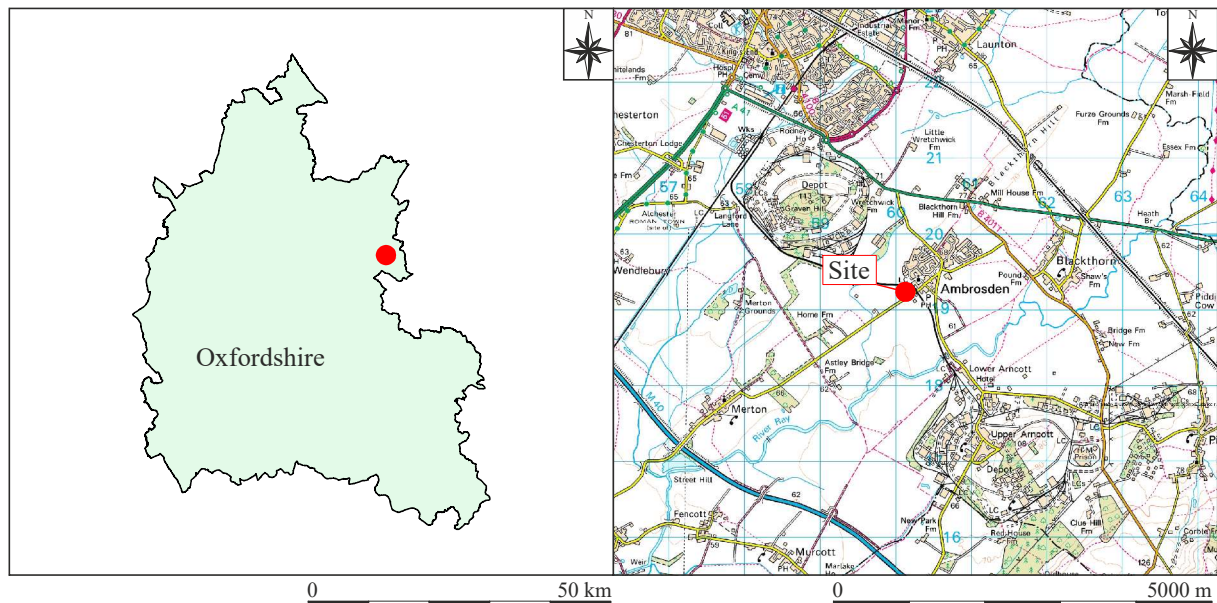
Planning permission is sought for **Erection of 8 Dwellings** from Cherwell District Council (20/01707/F). Due to the potential of the site to contain archaeological remains the following conditions relating to archaeology were attached:

- 1. Prior to any demolition and the commencement of the development a professional archaeological organisation acceptable to the Local Planning Authority shall prepare an Archaeological Written Scheme of Investigation, relating to the application site area, which shall be submitted to and approved in writing by the Local Planning Authority.*

Reason - To safeguard the recording of archaeological matters within the site in accordance with the NPPF (2019).

- 2. Following the approval of the Written Scheme of Investigation referred to in condition 1, and prior to any demolition on the site and the commencement of the development (other than in accordance with the agreed Written Scheme of Investigation), a staged programme of archaeological evaluation and mitigation shall be carried out by the commissioned archaeological organisation in accordance with the approved Written Scheme of Investigation. The programme of work shall include all processing, research and analysis necessary to produce an accessible and useable archive and a full report for publication which shall be submitted to the Local Planning Authority within two years of the completion of the archaeological fieldwork.*

Reason – To safeguard the identification, recording, analysis and archiving of heritage assets before they are lost and to advance understanding of the heritage assets in their wider context through publication and dissemination of the evidence in accordance with the NPPF (2019).



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Key Site boundary Evaluation trenches

0 50 m

Figure 1: Site location

1.3 Archaeological and Historical Background

The site is located in an area of archaeological potential located 180m to the north west of a medieval Manor House (PRN5657); a substantial building which returned 13 hearths in 1665, during the ownership of Francis Mildmay, and was still extant when a new house was built to the north in 1673. The exact location of the manor house is unknown and it is therefore possible that aspects of this Manor and could be disturbed by this development. The site of a second large house, Ambrosden Hall, is located 110m north of the proposal site. This Hall was constructed after 1673 and pulled down in 1768.

The site is also located 120m south of a series of undated features that were recorded, along with Neolithic and Bronze Age flint tools, during a pipeline excavation (PRN 16825). Recent archaeological work 650m to the north-west of the site has recorded a series of Iron Age roundhouses and Roman and Saxon ditches (PRN 27985).

The above has been taken from the Oxfordshire County Archaeological Services' advice note.

An evaluation immediately to the east of the site found an undated ditch and post-medieval pits (JMHS 2019).

2 AIMS OF THE INVESTIGATION

The Written Scheme of Investigation detailed an archaeological evaluation to be undertaken of the application site with the following aims:

- To establish the presence or absence of archaeological remains within the site and the depth of soil deposits that overlie any remains.
- To determine the extent, condition, nature, character, quality and date of any archaeological remains encountered.
- To determine the degree of complexity of any horizontal and/or vertical stratigraphy present.
- To determine the impact of the proposed development on any remains present.

In particular

- To determine whether any remains relating to the medieval manor house are present.
- To determine whether any remains relating to prehistoric, Roman and Saxon activity in the vicinity are present on the site.

3 STRATEGY

3.1 Research Design

John Moore Heritage Services carried out the work to a Written Scheme of Investigation agreed with Oxfordshire County Archaeological Services (OCAS) the archaeological advisors to Cherwell District Council.

The recording was carried out in accordance with the standards specified by the Chartered Institute for Archaeologists (2020).

3.2 Methodology

The archaeological investigation involved the mechanical excavation of 2no. 30m x 1.9m, 1no. 25m x 1.9m and 1no. 10m x 1.9m trenches. The trenches were excavated under archaeological supervision using a standard toothless ditching bucket fitted to an appropriate hydraulic tracked machine.

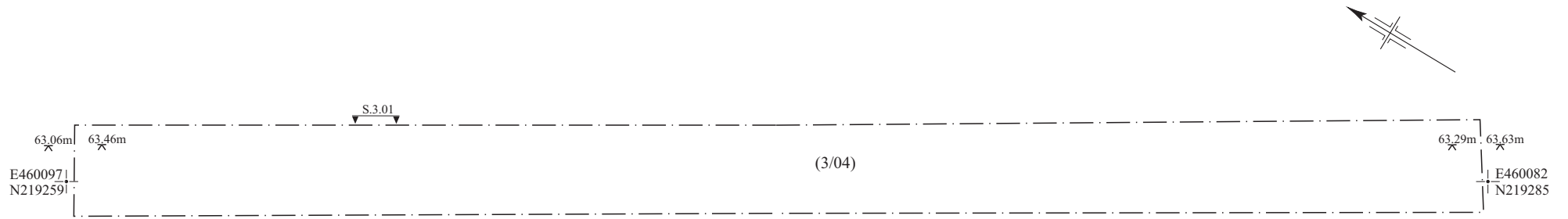
Standard John Moore Heritage Services techniques were employed throughout, involving the completion of a written record for each deposit encountered, with scale plans and section drawings compiled where appropriate. A photographic record was also produced.

4 RESULTS (Figure 2)

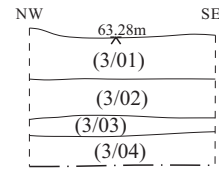
Excavations on the site revealed an orange-brown and white cornbrash limestone natural across the site (1/04, 2/04, 3/04, 4/03). Deposited above this was a reddish brown silty loam subsoil with moderate to frequent limestone inclusions (3/03) (4/02) (Fig. 2, Section 3.01 and 4.01). Deposited above the subsoil in the south and east of the site in Trenches 1 and 2 was a mid to light yellow-brown clay with frequent limestone pebbles, (1/02) and (2/04). The deposit was between 0.1m and 0.18m in thickness and was identified as a spread of construction related deposits, probably from nearby building activities. In Trench 2 this deposit was observed for 11m from the north-east of the trench. In Trench 1 this deposit was seen throughout the trench but became more diffuse towards the west. In Trench 3 a deposit of white limestone with very rare undiagnostic brick fragments was identified (3/02) (Fig. 2, Section 3.01). The deposit was 0.22m thick and spread southwards from the extant spoil heap in the north of the site and was considered to be part of that deposition. The uppermost deposit across the site was a dark brown silty loam which was between 0.12m and 0.28m thick (3/01) and (4/01) (Fig. 2, Section 3.01 and 4.01).

5 FINDS

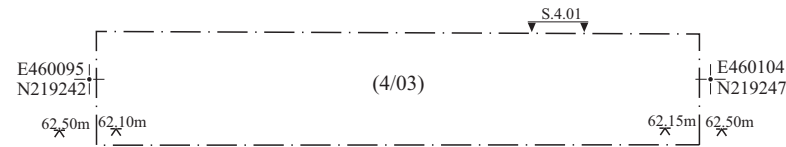
No finds were recovered from the site.



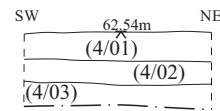
Trench 3



Section 3.01



Trench 4



Section 4.01

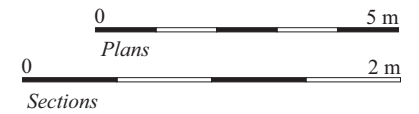


Figure 2: Plans and Sections

6 DISCUSSION

No archaeological finds or features were identified at the site. Deposits of building aggregate were noted in the west of the site and redeposited excavation materials were noted towards the extant spoil heap in the north of the site.

7 ARCHIVE

A Digital Archive is maintained by John Moore Heritage Services (4390) and will be made available upon request (to admin@jmheritageservices.co.uk). Digitised copies of all the primary records will be made publicly available as appendix to the Final Report submitted to OASIS (johnmoor1-412467).

8 BIBLIOGRAPHY

Chartered Institute for Archaeologists. 2020 *Standard and Guidance for Archaeological Evaluation*.

John Moore Heritage Services 2019 *An Archaeological Evaluation at Meadow Barn, Merton Road, Ambrosden, Oxfordshire*. Unpublished

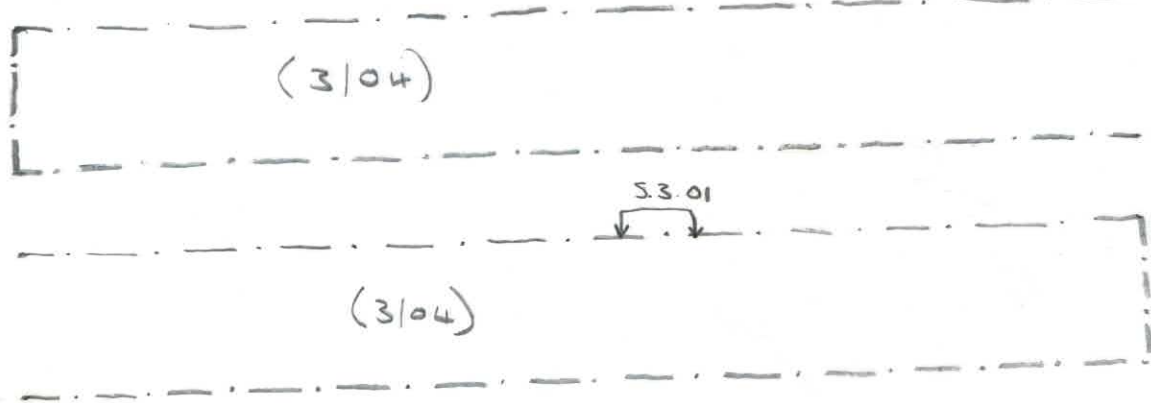
John Moore Heritage Services 2020 20/01707/F – *Parts of OS Parcels 1125 & 1621, North and East of Home Farm Close, Ambrosden. Archaeological Evaluation. Archaeological Written Scheme of Investigation*. Unpublished

Appendix 1: Context Inventory

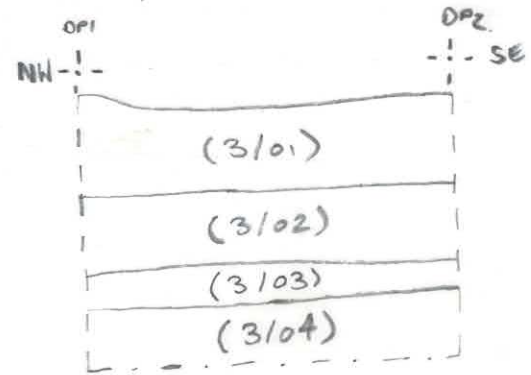
Context	Type	Description	Depth/ Thickness	Width	Length	Finds	Interpretation	Date
Trench 1								
1/01	Deposit	Dark brown silty loam	0.28m	>1.9m	>25m	None	Topsoil	Modern
1/02	Deposit	Mid to light yellow brown clay with frequent limestone pebbles	0.18m	>1.9m	>25m	None	Made ground	Modern
1/03	Deposit	Reddish-brown silty loam with moderate to frequent limestone inclusions	0.18m	>1.9m	>25m	None	Subsoil	Undated
1/04	Deposit	Orange brown silty clay with very frequent white limestone	> 0.06m	>1.9m	>25m	-	Cornbrash Formation - Limestone. Sedimentary Bedrock	Formed Approx. 164 to 168 million years ago in the Jurassic Period
Trench 2								
2/01	Deposit	Dark brown silty loam	0.24m	>1.9m	>30m	None	Topsoil	Modern
2/02	Deposit	Reddish-brown silty loam with moderate to frequent limestone inclusions	0.04m	>1.9m	>30m	None	Subsoil	Undated
2/03	Deposit	Orange brown silty clay with very frequent white limestone	>0.11m	>1.9m	>30m	-	Cornbrash Formation - Limestone. Sedimentary Bedrock	Formed Approx. 164 to 168 million years ago in the Jurassic Period
2/04		Mid to light yellow brown clay with frequent limestone pebbles	0.14m	>1.9m	>11m to NE	None	Made Ground	Modern
Trench 3								
3/01	Deposit	Dark brown silty loam	0.26m	>1.9m	>30m	None	Topsoil	Modern
3/02	Deposit	Silty clay and white limestone with very rare brick fragments	0.22m	>1.9m	>30m	None	Made Ground	Modern
3/03	Deposit	Reddish-brown silty loam with moderate to frequent limestone inclusions	0.11m	>1.9m	>30m	None	Subsoil	Undated
3/04	Deposit	Orange brown silty clay with very frequent white limestone	> 0.16m	>1.9m	>30m	-	Cornbrash Formation - Limestone. Sedimentary Bedrock	Formed Approx. 164 to 168 million years ago in the Jurassic Period
Trench 4								
4/01	Deposit	Dark brown silty loam	0.12m	>1.9m	>10m	None	Topsoil	Modern
4/02	Deposit	Reddish-brown silty loam with moderate to frequent limestone inclusions	0.1m	>1.9m	>10m	None	Subsoil	Undated

4/03	Deposit	Orange brown silty clay with very frequent white limestone	>0.12m	>1.9m	>10m	-	Cornbrash Formation - Limestone. Sedimentary Bedrock	Formed Approx. 164 to 168 million years ago in the Jurassic Period
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AMNHFC20 P.3.01 TRENCH 3 PLAN 1:100 1M GG 11/1/21 N

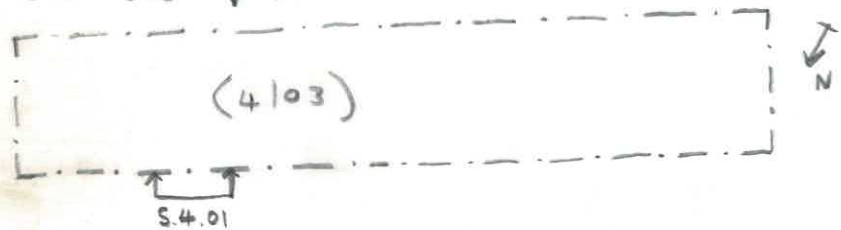


AMNHFC20 S.3.01 REP SEC TR3
SG 11/1/21 2004 1:20

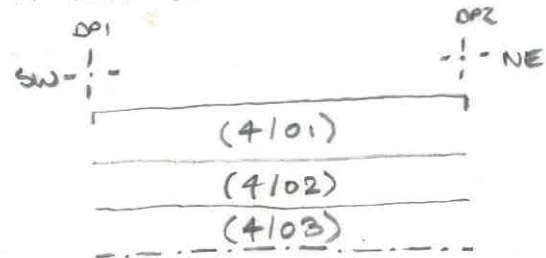


(3/01)
|
(3/02)
|
(3/03)
|
(3/04)

AMNHFC20 P.4.01 TRENCH 4 PLAN 1:100 1M GG 11/1/21



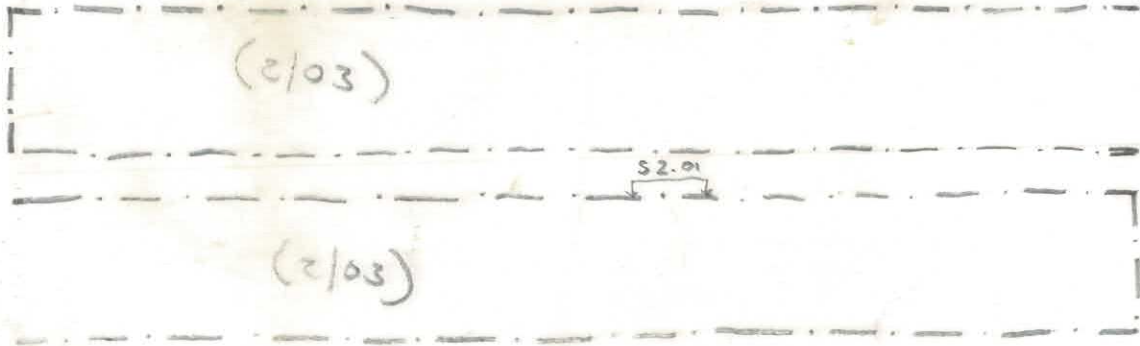
AMNHFC20 S.4.01 REP SEC TR4



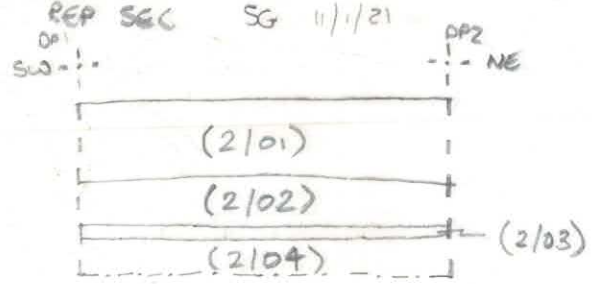
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AMNHFC20 P.2.01 1:100 1M GG 11/1/21

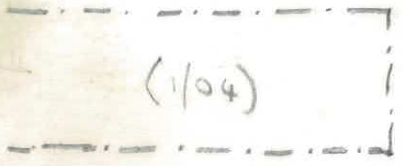


AMNHFC20 S.2.01 1:20 20CM

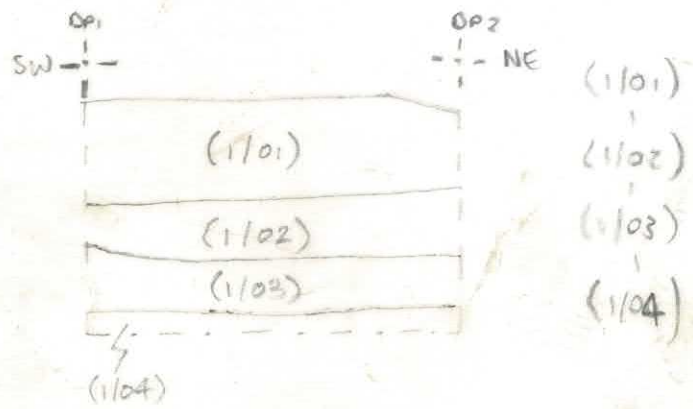


(2/01)
(2/02)
(2/03)
(2/04)

AMNHFC20 P.1.01 1:100 1M GG 11/1/21



AMNHFC20 S.1.01 1:20 20CM
REP SEC SG 11/1/21



(1/01)
(1/02)
(1/03)
(1/04)



Trench 1



Trench 1 Representative Section



Trench 2



Trench 2 Representative Section



Trench 3



Trench 3 Representative Section



Trench 4



Trench 4 Representative Section

**PARTS OF OS PARCELS 1125 & 1621,
NORTH AND EAST OF HOME FARM CLOSE, AMBROSDEN**

ARCHAEOLOGICAL EVALUATION

DATA MANAGEMENT PLAN

NOVEMBER 2020

Document Information	
Title	Data Management Plan
Author	Simona Denis
Description	This document describes the type of data that will be acquired and/or generated during the archaeological project, the way the data will be managed and stored, and the mechanisms to preserve and share the data.

Document History				
Version	Status	Date	Author	Changes from the previous version
1.0	Draft	16/05/2019	Simona Denis	Not applicable
2.0	Final Template	17/05/2019	Simona Denis	Minor edits
3.0	Final	14/01/2020	Simona Denis	File migration
4.0	Final	19/08/2020	Simona Denis	File migration
5.0	Final	03/09/2020	Simona Denis	Minor edits to created data table
5.1	Draft	18/11/2020	Simona Denis	Project-specific edits
5.2	Final	28/01/2021	Simona Denis	Final update

Document Control Grid					
Revision	Status	Date	Author	Checked by	Reason for revision
1.1	Draft	17/05/2019	Sarah Doherty	Simona Denis	Minor edits
3.1	Draft	16/01/2020	Simona Denis		Minor edits
3.2	Draft	14/08/2020	Simona Denis		GPS metadata section edits
3.3	Draft	18/08/2020	Simona Denis		Minor edits

Section 1 – Administrative Data
Data Set ID
Site code: AMNHFC 20 JMHS project no: 4390 OASIS ID: johnmoor1-412467
Project Name
Parts of OS Parcels 1125 & 1621, North And East Of Home Farm Close, Ambrosden
Data set Description
Nature of project: Evaluation Aims of investigation: To determine whether any remains relating to the medieval manor house are present; in addition, to determine whether any remains relating to prehistoric, Roman and Saxon activity in the vicinity are present on the site Investigation techniques: Mechanical excavation of 2no. 30m x 1.65m, 1no. 25m x 1.65m and 1no. 10m x 1.65m trenches. Sufficient features will be sampled by hand excavation to achieve the objectives Purpose: Erection of 8 Dwellings
Project Funder
Withheld
Project Manager
John Moore (Director), John Moore Heritage Services
Principal Investigator
Gavin Davis (Project Officer), John Moore Heritage Services
Data Contact Person
Simona Denis (Head of Archive), John Moore Heritage Services
Data Management Policies and Guidance
<ul style="list-style-type: none"> • Archaeology Data Service, 2015 <i>Guidelines for Depositors</i> • Australian National Data Service, 2017 <i>ANDS Guide. Data Management Plans</i> • Chartered Institute for Archaeologists, Historic England 2019 <i>Toolkit for Selecting Archaeological Archives</i> • Digital Curation Centre, 2013 <i>Checklist for Data Management Plan v.4.0</i> Edinburgh • Digital Preservation Coalition 2015 <i>Digital Preservation Handbook</i>, 2nd Edition. Technical Solutions and Tools • Duranti, L., Suderman, J. and Todd, M., 2005 <i>A Framework of Principles for the Development of Policies, Strategies and Standards for the Long-term Preservation of Digital Records</i>. The InterPARES 2 Project • Foster, M. 2019 <i>Work digital/think archive. A guide to managing digital data generated from archaeological investigations</i>. DigVentures • International Standards Organization (2003) standards: <i>Reference Model (ISO 14721:2003)</i> • John Moore Heritage Services, 2019 <i>POL0006: Quality Control Policy Statement</i> • John Moore Heritage Services, 2019 <i>POL0010: Digital Archives Preservation Policy Statement</i> • John Moore Heritage Services, 2019 <i>POL0014: Data Protection Policy Statement</i> • John Moore Heritage Services, 2019 <i>Archive Guidelines</i> • John Moore Heritage Services, 2020 <i>20/01707/F – Parts of OS Parcels 1125 & 1621, North And East Of Home Farm Close, Ambrosden Archaeological Evaluation Archaeological Written Scheme of Investigation</i> • Oxfordshire County Museum Service 2020, <i>Requirements for Transferring Archaeological Archives 2020 – 2021</i> • The National Archives, 2011 <i>Digital Preservation Policies: Guidance for archives</i>

- Thomas, S. 2009 *A Guide to Archival and Related Standards*. Society of Archivists Data Standard Group
- Whyte, A., Wilson, A. 2010, *How to Appraise and Select Research Data for Curation*. DCC How-to Guides. Edinburgh: Digital Curation Centre

Section 2 – Data Collection

Assessment of Existing Data

Existing quantitative and qualitative data provided by third parties as well as non-proprietary data will be accessed/re-used/re-evaluated and the generated information will supplement the data collected during the project. Selected generated data will be incorporated in the final report text included in the project archive.

Created Data

This table summarises the data types, formats and estimated archive volume for this project.

File Type	File Format	Data Archive Estimated Volume
Text	.odt	None
	.docx	1 files, 84,086 bytes
	.doc	None
	.pdf/a	11 files, 7,089,457 bytes
Spreadsheet	.pub	1 file, 123,392 bytes
	.xlsx	None
Raster Image	.ods	None
	.jpg	15 files, 58,822,916 bytes
Vector Graphic	.tif	3 files, 83,634,193 bytes
	.dxf	None
Geospatial Vector Data	.cdr	8 files, 14,468,682 bytes
	.shp/.shx/.dbf	21 files, 13,137 bytes
	.qgz	2 files, 15,797 files

Data Collection Standards and Methodologies

- Analogue data sets

Acquisition standards are defined against the following, and will be updated as required:
Chartered Institute for Archaeologists 2014, *Standards and Guidance for the collection, documentation, conservation and research of archaeological materials*

English Heritage 2011, *Environmental Archaeology: A guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-Excavation*. 2nd Edition

English Heritage 2015, *Digital Image Capture and File Storage*

John Moore Heritage Services 2019, *Field Manual*

Museum of London Archaeology Service 1994, *Archaeological Site Manual*. Third Edition

- Digitised data sets

Acquisition standards are defined against the following, and will be updated as required:

The National Archives, 2016 *Digitisation at The National Archives*

Thomas, S. 2009 *A Guide to Archival and Related Standards*. Society of Archivists Data Standard Group

- Born-Digital data sets

Creation standards are defined against the following, and will be updated as required:

Archaeological Data Services, 2011 *Guides to Good Practice*

English Heritage, 2015 *Digital Image Capture and File Storage. Guidelines for Best Practice*

Where appropriate, external specialists will be required to include data standards and metadata with individual reports.

Data Storage and File Naming System

<ul style="list-style-type: none"> • The working project archive will be stored in a dedicated project folder in the 'Projects' partition of the company's server • All files will be renamed following the company's file naming format, based on ADS standard and including version control, as laid out in JMHS' <i>Archive Guidelines</i> • All files included in the working project archive will include <ul style="list-style-type: none"> ○ Company's project identifier ○ Repository accession number ○ Site code ○ File descriptor ○ Version number • All files will be organised following the company's project folder structure laid out in JMHS' <i>Archive Guidelines</i>
Quality Control
<ul style="list-style-type: none"> • All mechanical and electronic equipment used in the collection of data are calibrated prior to use and are periodically checked • All collected data will be checked during project delivery

Section 3 – Documentation and Metadata

Data Documentation

Data documentation will be compliant with the WSI, Oxfordshire County Museum Service and Archaeology Data Service requirements and will be provided via

- Collection-level metadata providing a detailed overview of the collection
- File-level metadata providing details of each data group and individual files

All data included in the project archive will be migrated to

- widely supported open international standards
- most recent format version

Metadata

All metadata will be created in compliance with relevant ADS standards, and will specify for all file types:

- File name
- File path
- File format
- File size (bytes)
- Creation/conversion software
- Creation/conversion hardware
- Creation/conversion operating system
- Last file update date
- If the file is source or derived
- In addition, metadata for spreadsheet files will indicate:
 - Worksheet name
 - Worksheet purpose
 - Number of rows in each worksheet
 - Field name
 - Description of field contents
- In addition, metadata for raster image files will indicate:
 - Subject pictured in the image
 - Date of the capture of the image
 - Description of any alterations
- In addition, metadata for vector graphic files will indicate:
 - Type of illustration

<ul style="list-style-type: none"> ○ Features and/or contexts represented ○ Name of the illustrator ○ Copyright holder ○ Conventions used in the illustration ● In addition, metadata for geospatial vector data files will indicate: <ul style="list-style-type: none"> ○ Type of element captured ○ Type of features and/or contexts represented ○ Purpose of data collection ○ Data source and type ○ Data accuracy level ○ Coordinate system used ○ Method of capture ○ Name of surveyor
--

Section 4 – Ethics and Intellectual Property

Legal and Regulatory Framework

The following acts and directives will be taken into consideration:

- Copyright, Designs and Patents Act 1988
- General Data Protection Regulation (GDPR) 2018
- EU Copyright Directive 2001
- Data Protection Act 1998
- Current best practice

Personal Data

Personal data will be collected in the form of:

- Donor(s)
 - Name
 - Address
- Project Team Members
 - Name
- External Specialist(s)
 - Name

Personal Data Management

Management of personal data will be carried out in compliance with John Moore Heritage Services' Data Protection Policy Statement.

- Written consent to process and share with the repository personal data will be secured for the use specified below:
 - Donor(s): Names and addresses will be included in the transfer of ownership documentation
 - Project Team Members: Names will be included in the project archive
 - External Specialist(s): Names will be included in the project archive and in the licence of copyright documentation
- Files containing personal data will be:
 - Password-protected
 - Securely stored on a server partition with restricted access
 - Kept only as long as necessary for the relevant, valid purposes

Intellectual Property Rights (IPR)

- Copyright Holder: John Moore Heritage Services will be the copyright holder of any collected and created data included in the project archive in all forms of records and media

- Permission to Reuse Third-Party Data: formal consent to include, reuse and share data generated by external specialists will be secured
- Licence of Copyright: John Moore Heritage Services will grant to the Oxfordshire County Museum Service and Archaeology Data Service perpetual and royalty-free licence throughout the world to:
 - reproduce all or any part of the project archive for the purposes of research, study, conservation or publicity relating to the Oxfordshire County Museum Service and Archaeology Data Service
 - display copies of all or part of the project archive in any medium
 - publish any part of the project archive in any form or medium
 - permit third parties to do any of the above

Section 5 – Storage and Backup

Storage System Details

- Long-term preservation of electronic records is ensured by storage on magnetic media on a Synology NAS server device with a storage capacity of 5.4TB
- The device is part of a network based on the client-server model with servers situated in separate geographical locations (JMHS's main office in Wheatley and the Director's office in Boarstall, Aylesbury)
- The system is managed via Lightweight Directory Access Protocol (LDAP)
- The system is set as a Redundant Array of Independent Disks (RAID) and failover

Security Copies

- Back-up of raw digital data generated during fieldwork is provided by secure remote access to the company's server. Where internet access for data backup is not available, a security copy of the raw data will be transferred onto a portable device
- Digital copies of the primary records will be made at the earliest opportunity and stored on the company's server
- Security copies of all archive records and born-digital files will be made in digital format and stored on the company's server

Data Storage and Access

Data storage

- Main and secondary servers are set up to constantly synchronise, effectively creating two copies of each file at any time
- Two additional copies of all files are created via backups:
 - The main server backs up to the Synology C2 Cloud Backup Server daily, starting at 17:30
 - The secondary server backs up to a local drive daily, starting at 17:30
- Versioning of files and backups is available for 30 days
- Multiple recovery methods are used, depending on the nature of the failure

Data access

- The company's server is accessible through a secure log-in by authorised staff on and off-site, via any web browser
- Secure access to the server is granted by a two-factor authentication method. Access to server's partitions containing sensitive data is restricted to authorised users through role-based access control

Section 6 – Selection and Preservation

Appraisal and Selection of Data

<p>All data generated by all stages of the project will be stored on the company's server. An appraisal of the digital data will be carried out prior to the completion of the project, in order to select data for long-term curation.</p> <p>The assessment of each dataset's value will be carried out by the Post-Excavation Project Team and will be based on the following criteria:</p> <ul style="list-style-type: none"> • Relevance • Scientific/Historic value • Uniqueness • Non-Replicability • Potential for redistribution <p>The selection of data will be agreed with all relevant stakeholders (Project Team Members, Repository, Local Authority, External Specialists, and Landowner).</p>
<p>Data Reuse</p>
<p>The project results are likely to provide new research data regarding the prehistoric, Roman and Saxon occupation in the Ambrosden area.</p> <p>The results might be:</p> <ul style="list-style-type: none"> • included in the Historic Environment Record • reused to conduct new studies • used to validate research findings • used to aid the future management of the archaeological site
<p>Selection Review Points</p>
<p>Selection Strategy and Data Management Plan will be revised in consultation with the relevant stakeholders and updated at the following stages:</p> <ul style="list-style-type: none"> • Project Design • Post-Excavation Assessment • Project Reporting <p>Prior to the transfer, the Selection Strategy and Data Management Plan will be finalised in agreement with all stakeholders.</p>
<p>Selected Data Preparation</p>
<p>Selected data will be normalised and organised in standardised folders, to guarantee consistency and retrievability, and to prevent data loss.</p> <p>Normalisation will include:</p> <ul style="list-style-type: none"> • Format migration to widely supported open international standards • Version migration to most recent format version • File naming normalisation to ADS standards • Organisation in the predefined file structure <p>Metadata compliant with ADS standards will be generated for all selected data.</p>
<p>Long-Term Preservation of Selected Data</p>
<p>Selected data will be transferred to the appropriate repository:</p> <ul style="list-style-type: none"> • Physical archive: documentary and material project archives will be transferred to the Oxfordshire County Museum Service. The documentary archive will include hard copies of all the digital-born data selected for long-term curation • Digital data: selected data will be prepared for long-term curation and transferred to the CoreTrustSeal certified Archaeology Data Service <p>Contact will be made with the repository regarding the deposition of the project archive.</p>
<p>Long-Term Preservation of Deselected Data</p>
<ul style="list-style-type: none"> • Long-term preservation of electronic records will be ensured by storage on magnetic media on a server device. The device is part of a network based on the client-server model, available online and securely accessible remotely via any web browser.

- The digital archives preservation strategy ensures that two copies of all born-digital items as well as digital surrogates of primary records are made available on two different server devices (server and backup) situated in separate locations (JMHS's main office in Wheatley and the Director's office in Boarstall).

Section 7 – Data Sharing

Data Accessibility

Final Results will be made available within 12 months from the completion of fieldwork

- Project final results for all types of recording actions will be made publicly available in digital format via the OASIS Index of Archaeological Investigations
- Complete final reports for recording actions yielding notable results will be made available in digital format via the company's website
- Summaries will be made publicly available via submission to relevant local, regional or period journals, to be included in the 'round-up' sections. Where significant discoveries are made, notes will also be sent to national journals

Primary and Digital Data will be made available after the completion of the documentation process

- All selected data will be made available upon direct request for reuse, re-analysis, re-interpretation, and re-publication by secondary researchers

Intellectual Property

- John Moore Heritage Services will hold the copyright of any collected and created data included in the project archive in all forms of records and media
- Digital elements of the project archive disseminated via ADS will be licenced under a creative commons licence
- A data sharing agreement will regulate the access and use of data by secondary researchers as appropriate

Long-Term Access

Long-term access to data will be granted via deposition with the Oxfordshire County Museum Service and Archaeology Data Service

Section 8 – Responsibilities and Resources

Responsibilities

Roles and responsibilities will be as follows:

- Project Team Members (Fieldwork): Collection and storage of analogue data sets
- Project Team Members (Post-Excavation): Storage and backup of analogue data sets, creation of digitised and born-digital data sets, data quality, data archiving and metadata production for all data sets
- Project Manager (Name): Implementation, review and revision of the Data Management Plan (DMP), supervision of collection, production, storage, backup and management of all data sets
- External company (Oxford Mac Solutions Ltd): Data storage and backup management
- Head of Archive (Simona Denis): Implementation of relevant policies, implementation, review and revision of the DMP, management of data selection, archiving and metadata production for all data sets, data sharing, project archive transfer

Resources

Resources required to prepare selected data and implement the DMP were to be covered by standard John Moore Heritage Services resources and project budget.

Repository charges were estimated using the Oxfordshire County Museum Service guidelines and included in the project budget.

Digital Repository charges were estimated using the ADS Costing Calculator and included in the project budget.

OASIS DATA COLLECTION FORM: England

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OASIS ID: johnmoor1-412467

Project details

Project name	Home Farm Close, Ambrosden
Short description of the project	John Moore Heritage Services carried out an evaluation at land to the north of Home Farm Close, Ambrosden, Oxfordshire. No archaeological finds or features were identified.
Project dates	Start: 11-01-2021 End: 11-01-2021
Previous/future work	No / Not known
Any associated project reference codes	4390 - Contracting Unit No.
Any associated project reference codes	johnmoor1-412467 - OASIS form ID
Any associated project reference codes	20/01707/F - Planning Application No.
Any associated project reference codes	AMNHFC 20 - Sitecode
Type of project	Field evaluation
Site status	None
Current Land use	Cultivated Land 4 - Character Undetermined
Monument type	NONE None
Significant Finds	NONE None
Methods & techniques	""Targeted Trenches""
Development type	Housing estate
Prompt	National Planning Policy Framework - NPPF
Position in the planning process	Between deposition of an application and determination

Project location

Country	England
Site location	OXFORDSHIRE CHERWELL AMBROSDEN HOME FARM CLOSE, AMBROSDEN
Postcode	OX25 2NP
Study area	0.39 Hectares

Site coordinates	SP 60110 19260 51.86823279447 -1.126875094017 51 52 05 N 001 07 36 W Point
Lat/Long Datum	Unknown
Height OD / Depth	Min: 62.1m Max: 63.63m

Project creators

Name of Organisation	John Moore Heritage Services
Project brief originator	Cherwell District Council
Project design originator	JMHS
Project director/manager	John Moore
Project supervisor	Gavin Davis
Type of sponsor/funding body	Client
Name of sponsor/funding body	Withheld

Project archives

Physical Archive Exists?	No
Digital Archive recipient	John Moore Heritage Services
Digital Archive ID	4390
Digital Contents	"Stratigraphic", "other"
Digital Media available	"GIS", "Images raster / digital photography", "Images vector", "Text"
Digital Archive notes	Digital files related to the project are maintained by John Moore Heritage Services (ID 4390) and will be made available upon request (to admin@jmheritageservices.co.uk).
Paper Archive Exists?	No

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	20/01707/F - PARTS OF OS PARCELS 1125 and 1621, NORTH AND EAST OF HOME FARM CLOSE, AMBROSDEN, OXFORDSHIRE AN ARCHAEOLOGICAL EVALUATION
Author(s)/Editor(s)	Davis, G.
Author(s)/Editor(s)	Moore, J.
Other bibliographic details	JMHS report no. 4390
Date	2021
Issuer or publisher	John Moore Heritage Services
Place of issue or publication	Boarstall
Description	34 pages pdf including primary records and photographs
Entered by	Simona Denis (admin@jmheritageservices.co.uk)
Entered on	28 January 2021