

JOHN MOORE HERITAGE SERVICES

ARCHAEOLOGICAL EVALUATION

AT

LODGE FARM, WOTTON UNDERWOOD,

BUCKINGHAMSHIRE HP18 0SB

NGR SP 68617 16056

MAY 2023

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Summary

John Moore Heritage Services (JMHS) carried out an evaluation at Lodge Farm, Wotton Underwood, Buckinghamshire HP18 0SB (NGR SP 68617 16056). A single evaluation trench was excavated over the proposed footprint for the planned extension to the north of Lodge Farm. No evidence of the medieval period or earlier was encountered. A segment of a brick retaining wall of an 18th century pond and a segment of a second brick structure were found, both of which were covered by a 20th century backfill deposit.

1 INTRODUCTION

1.1 Site Location (Figure 1)

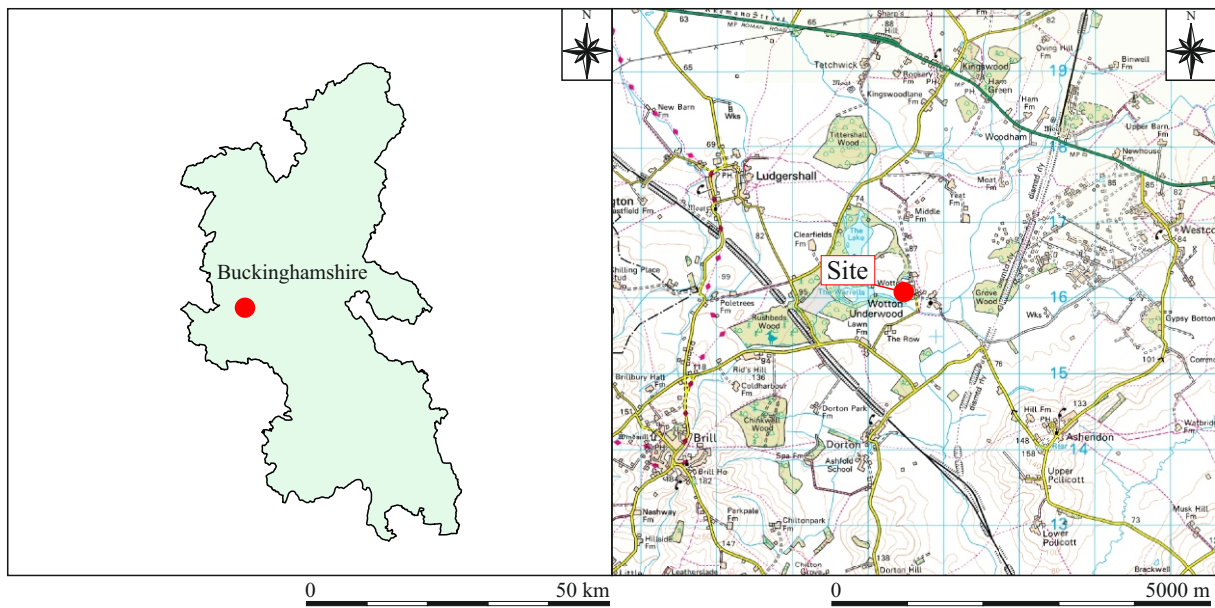
The development site is located at the site of the Lodge Farm, Wotton Underwood, Buckinghamshire HP18 0SB (NGR SP 68617 16056). The site lies in the civil parish and village of Wotton Underwood to the south of Wotton House at Lodge Farm, which was historically a lodge to Wotton House. It is situated on the eastern side of, and projects into, the former kitchen garden of the estate. The garden now forms part of the landholding associated with the South Pavilion. The land lies at approximately 79.8m AOD and the underlying geology is West Walton Formation—Mudstone. Sedimentary bedrock formed between 163.5 and 157.3 million years ago during the Jurassic period (https://geologyviewer.bgs.ac.uk/_ga=2.72760474.803837061.1678797825829369804.1678797825). The soil texture is recorded as clay loam to silt loam (<https://mapapps2.bgs.ac.uk/ukso/home.html>). The whole of the Wotton House estate is designated a Grade I Registered Park and Garden (RGP, 1000608), and lies within Wotton Underwood Conservation Area.

1.2 Planning Background

Planning permission has been granted on appeal from Buckinghamshire Council for **Proposed single storey side extension and enlarging an existing window opening to form a doorway** at Lodge Farm Wotton Underwood Buckinghamshire HP18 0SB (Planning ref.: 21/02462/ALB; Appeal Ref.: 22/00067/REF). Due to the archaeological and historical importance of the surrounding area, the fact that features and were recorded on the site during previous evaluations and excavations, and because the works are likely to harm a heritage asset's significance the Senior Archaeology Officer stated:

If planning permission is granted for this development ...a condition should be applied to require the developer to secure appropriate investigation, recording, publication and archiving of the results in conformity with NPPF paragraph 205. With reference to the NPPF we therefore recommend that any consent granted for this development should be subject to a condition along the following lines:

No development shall take place, unless authorised by the Planning Authority, until the applicant, or their agents or successors in title, have secured the implementation of a programme of archaeological work (which may take place over a number of phases) in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the planning authority. The development



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- Key Site boundary
- Evaluation trench
- Archaeological features

Figure 1: Site location

shall only be implemented in accordance with the approved scheme.

The Buckinghamshire Council Archaeological Service (BCAS) has recommended that archaeological trial trenching be undertaken, which could be followed by an excavation if required (BCAS 2021).

1.3 Archaeological Background

The earliest documentary reference to Wotton Underwood is from a charter of AD 840-52 which concerns the transfer of a royal estate at Wotton (Gelling 1979). After the Norman Conquest of AD 1066 the Manor of Wotton, which later became Grenville's Manor, was in the hands of Walter Giffard (Calthrop 1927). The tradition that Grenville was lord of Wotton from the eleventh century onwards does not appear to be correct, although the family owned land in the parish from an early date. The documents indicate that the Grenvilles first gained possession of the Manor of Wotton in AD 1255.

It is probable that the land around the church was the focus for the earliest of the medieval houses. The origins of All Saints Church, some 250 metres to the southwest of the South Pavilion Garden, are thought to date back to the twelfth century.

A map of 1649 shows village settlement running along the line of the north avenue (through the grounds of the South Pavilion) and a possible moat has been noted 550m north of Wotton House. The village was largely depopulated and landscaped in the 1750s.

Wotton House and the coach House (South Pavilion) are both Grade I listed buildings that lie within a Grade II* Registered Park and Garden. The current Wotton House is early 18th century in date and is surrounded by a 17th century and early 18th century garden. It lies within an extensive mid 18th century park that was probably designed by Lancelot Brown. The 18th century west wall of the South Pavilion garden along with the east wall and gate piers are also Grade II listed structures. The Application Site lies wholly within the Grade I Wotton House Registered Park and Garden (RGP).

An evaluation carried out at carried out prior to the relaying out of the gardens at South Pavilion (JMHS 2007b). The evaluation located the edge of an early greenway or possible hollow way, shown on a map of 1649 in addition to remains of medieval cultivation activity. A small pit and a ditch were also found in the west part of the garden; both were undated. A late medieval or early post-medieval pond was also located during the evaluation. These remains were buried by later landscaping – carried out either by George London or Lancelot Brown – and it is potentially into this landscaping material that a line of five north/south aligned ponds were excavated. These are first illustrated on a map of 1789, post-dating the work of both London and Brown. These ponds are illustrated on all Ordnance Surveys maps to at least 1952 – although not on the present online versions – and visible on aerial photographs as parch marks.

The second evaluation (JMHS 2007c) looked at the construction of two of the five ponds within the kitchen garden which are within the footprint of the proposed new pond. These were shown to be later than the deposits associated with early modern

landscaping carried out by Capability Brown, and most probably post-date his work at Wotton Underwood.

A partial watching brief was carried out during the construction of the new tennis court. This did not find any archaeological features or deposits other than dumped material for the park.

A small excavation and watching brief (JMHS 2012) was carried out at South Pavilion, Wotton Underwood as part of the construction of a sport pavilion including a swimming pool in the gardens of the house. Medieval house remains and associated pits were investigated.

Subsequently, the works for the pool-construction revealed pits with a date range from the mid/late 11th to 14th centuries. The earliest feature, dating from the mid to late 11th century, was a large pit extending beyond the south edge of the excavation. Six pits dated from the late 11th to early 13th centuries, one of which was cut by the northeast/southwest-oriented gully of an enclosure. There were four pits associated with this phase dating from the early to mid 13th century. Deposits dating from the mid 13th to 14th centuries onwards were present beneath a stone cill representing part of a building. A small quantity of residual Roman pottery was recovered from the medieval features.

To the north of the medieval activity was a low wall, parallel with the garden wall of the walled garden. The whole was sealed by dumps of clay associated with the creation of the formal lake, west of the walled garden, within the grounds of Wotton House, undertaken by Capability Brown in the mid 18th century. The footings of a 19th-century glasshouse were also investigated.

The above archaeological and historical background was compiled from information from previous archaeological reports and desk-based assessment (DBA) produced by JMHS (JMHS 2007a, 2007b, 2007c, 2012).

In addition to the above projects, a single trench evaluation was undertaken at Beechwood House (Cotswold Archaeology 2018) approximately 50m to the east of the Lodge Farm and a watching brief was conducted approximately 220m to the southeast at the Old Vicarage (JMHS 2010). No archaeologically significant features or deposits were encountered during the works at Beechwood House or at the Old Vicarage.

2 AIMS OF THE INVESTIGATION

The aims of the investigation as laid out in the Written Scheme of Investigation were as follows:

- To undertake an archaeological evaluation of the site.
- To establish the presence or absence of archaeological remains within the site and the depth of soil deposits that overlie these 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 identify finds relating to previous archaeological finds, the medieval village or subsequent park construction.
- To inform the need for, and scope of, further phases of work to mitigate the impact of the development under consideration.

3 STRATEGY

3.1 Research Design

John Moore Heritage Services carried out the work to a Written Scheme of Investigation agreed with Buckinghamshire Council Archaeology Service (JMHS 2023), the archaeological advisor to Buckinghamshire Council. The archaeological trial trenching evaluation was carried out in accordance with the conditions laid out in the archaeological comment produced by Buckinghamshire Council Archaeology Services (BCAS 2021a) and the generic brief for an archaeological evaluation (BCAS 2021b).

The recording was carried out in accordance with the standards specified by the Chartered Institute for Archaeologists (2020). The project was conducted in accordance to procedures laid out in MoRPHE (Historic England 2015).

3.2 Methodology

A single evaluation trench 9.62m long by 1.92m wide was excavated running north to south across the proposed site of the footprint of the extension. The trench was excavated with an 8-tonne digger with a toothless ditching bucket. Due to the possibility of encountering 18th century field boundaries and a pond, the trench was dug from the south to the north. The spoil from the excavation was separated, with the grass and topsoil kept apart from the subsoil. All spoil was visually scanned for artefacts and checked with a metal detector. The machine excavation was supervised by an experienced archaeologist.

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. Spatial data was collected with an Emlid system and a photographic record was also produced.

4 RESULTS (Figure 2; Plates 1-6)

All deposits and features were assigned individual context numbers. Context numbers without brackets indicate features such as pit cuts, numbers in () show feature fills or deposits of material, while numbers in bold indicate structural features.

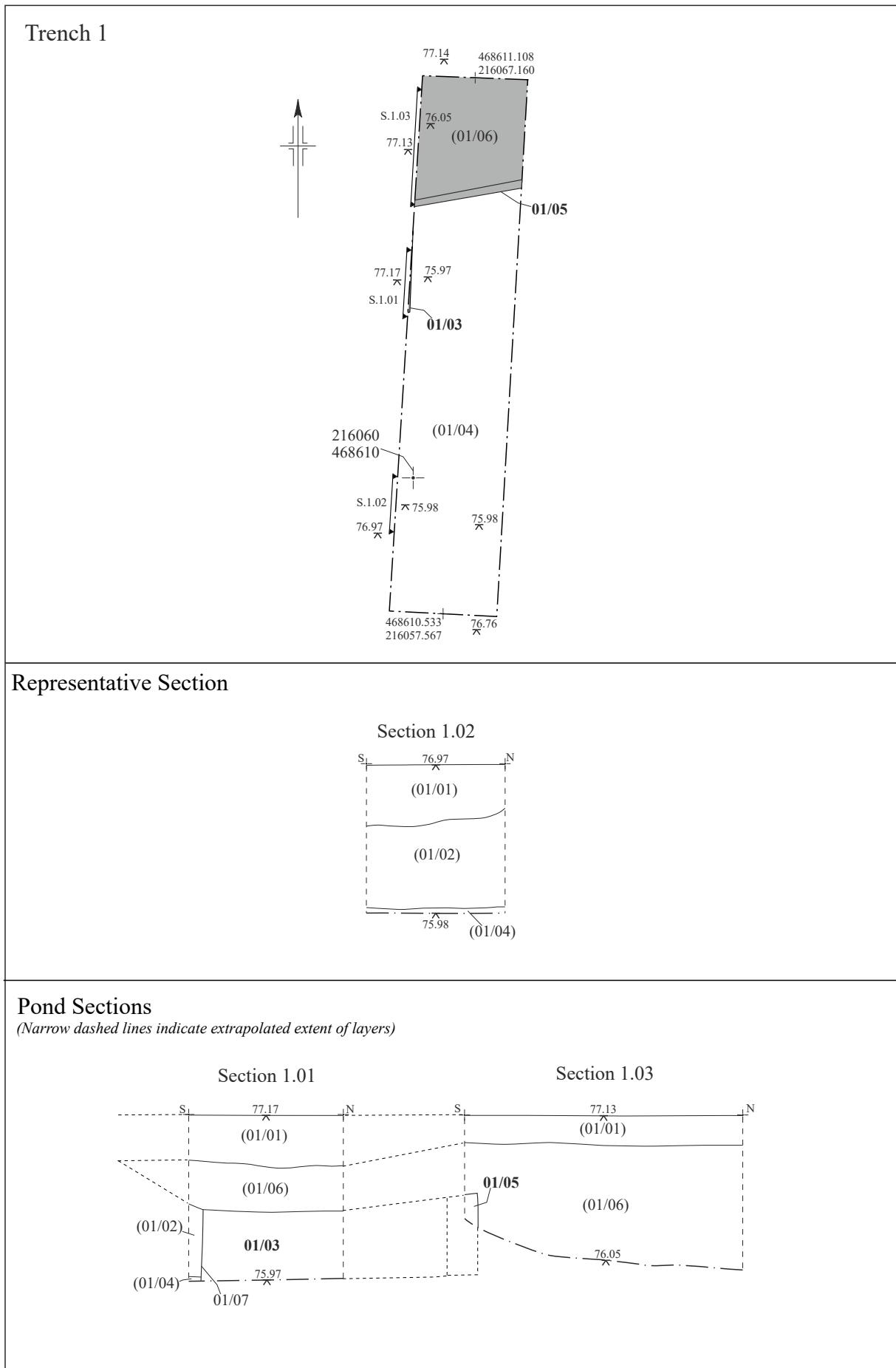


Figure 2: Trench 1 Plan and Sections



The natural mudstone (01/04) was encountered across the southern 7.5m of the evaluation trench at approximately 1m below ground level (Fig. 2, Section 1.02; see Plates 1-2). The mudstone was compact and greyish brown in colour. The layer was very wet due to the high water table; a steady flow of water eventually filled the lowest 0.2m of the trench.



Plate 1: Evaluation Trench 1, view from north.

Overlaying the mudstone was a clayey layer (01/02), which was a compact mid greyish brown clay with frequent subangular stone inclusions. The layer was approximately 0.55m to 0.7m thick, and contained fragments of ceramic building material and pottery, as well as a few iron nails. No pottery was collected from the layer.



Plate 2: Representative Section 1.02, view from east.

Approximately 2m south of the northern limit of excavation of the trench, the mudstone layer was cut by structure cut 01/08 for the retaining wall **01/05** for the 18th century pond (Fig. 2; see Plate 3). The retaining wall was brick-made, with at least one course of stretchers (brick dimensions: 0.23m by 0.12m) observable, and a width of

of approximately one brick length 0.23m and length of at least 1.95m. It is very likely that this retaining wall dates to the construction of the pond in the 18th century. The construction date was not confirmed, however, due to an overlying later deposit (01/06), the very wet conditions and rising water within the evaluation trench that precluded safe excavation.



Plate 3: Retaining wall 01/05, view from east.

The cut 01/07 for a second brick-made structure **01/03** was approximately 1.9m south of the retaining wall **01/05** (see Plate 4). The structure **01/03** was encountered almost precisely at the western limit of excavation of the trench, running at an angle beyond the trench, cutting the mudstone layer (01/04) and subsoil layer (01/02). The only exposed face of the structure along the limit of excavation was at least 0.5m in height with seven brick courses in an English Garden bond, and at least 1m horizontally north to south. The dimensions of the brick were 0.31m by 0.14m. It is possible that the structure **01/03** continued north to either adjoin or abut the retaining wall **01/05**, but this was not seen in the evaluation trench.



Plate 4: Brick structure 01/03, view from east.

Both brick structures were sealed by the modern deposit (01/06), which was a compact, dark brownish black fill with frequent sub-rounded stone inclusions. Where it was observed, the deposit clearly overlay the structures and the subsoil (01/02), but the horizon interface with the topsoil was less clear. An intact glass bottle, fragments of pottery, porcelain, brick and glass objects, as well as bone and iron were observed in the fill. A representative sample of porcelain and glass were collected.

The deposit (01/06) likely dates to the 20th century, especially because of a small tag inscribed with 'HON(OURA)BLE HUBERT BEAUMONT', possibly referring to the politician Hubert Beaumont who used the title 'The Honourable' after 1906 (*Dod's Parliamentary Companion for 1907, 192*) (Plate 5).



Plate 5: Tag naming the Honourable Hubert Beaumont, recovered from backfill (01/06).

In addition to the tag, the handle of a late-19th or early-20th century toothbrush was recovered from deposit (01/06). The toothbrush was carved from bone and had three columns of inscribed text (Plate 6).

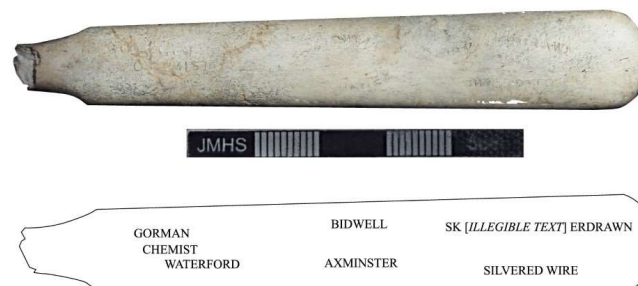


Plate 6: Bone handle of toothbrush, recovered from backfill (01/06)

The first column had three lines, beginning with ‘GORMAN’, then ‘CHEMIST’ and ‘WATERFORD’, possibly detailing the name and location of the chemist that sold the brush. The second column had two lines of text, ‘BIDWELL’ and ‘AXMINSTER’, likely the name and location of the manufacturer (Axminster Heritage 2016). The third column of text had two lines, the first mostly illegible but ending with ‘DRAWN’ and the second ‘SILVERED WIRE’, describing the construction of the toothbrush itself.

The uppermost deposit encountered in the evaluation trench was the layer of grass and topsoil (01/01), a friable dark brown loamy clay with frequent sub-rounded stone inclusions. The horizon between the topsoil and clay layer (01/02) was clear, but the horizon between the topsoil and deposit (01/06) was diffuse.

Reliability of Results

The reliability of results is considered to be good. The evaluation took place in generally clement conditions, with good cooperation between site staff and archaeologists. The archaeological investigation was supervised by a qualified Project Officer and work was signed off by BCAS.

5 FINDS

5.1 Pottery by Paul Blinkhorn

The pottery assemblage comprised 30 sherds with a total weight of 386g. It was all modern except for a single sherd of late medieval/early post-medieval earthenware and all occurred in context 1/06. It was recorded using the conventions of the Milton Keynes Archaeological Unit type-series (e.g. Mynard and Zeepvat 1992), as follows:

- PM8:** Red Earthenware, 16th – 19th century. 8 sherds, 60g.
PM25: White Earthenware, late 18th – 20th century. 21 sherds, 321g.
TLMS9: Late Brill/Boarstall Ware, 15th – 16th century. 1 sherd, 5g.

The fabric types are all common finds in the region. The sherds of PM8 were all from modern flower-pots. The sherd of TLMS9 was from the rim of a small jar or bowl.

5.2 Other Finds by Simona Denis

Glass

A small assemblage of ten glass items was found in pond backfill (1/06); with the exception of one complete bottle, all of the items were fragmentary, although in a fair state of preservation. The preserved diagnostic features indicated a date to the late 19th century or later for the material.

Table 1: Glass

Context	Type	Colour	No. of items	Weight (g)	Comments
01/06	?Spirit bottle	Aqua	1	550	Cylindrical with applied finish and cup-bottom mould base. Marks on base ‘D’ and ‘222’

	Bottle body	Aqua	1	43	Cylindrical
	Bottle base	Medium blue	1	86	Rectangular with rounded corners
	Bottle body	Olive green	1	4	Embossed with partial 'T'
	Bottle/Vessel body	Aqua	4	7.5	Curved
	?Window pane	Clear	1	1	
	Flat glass	Clear	1	4.5	Knurled
Total			10	696	

The glass assemblage is not recommended for retention due to its very limited potential for further analysis.

Faunal Remains

Oyster Shell

Two partial oyster shells, of a combined weight of 21.37g, were collected from deposit (1/06). The items were positively identified as one left and one right valve of British Native Oyster or European Flat Oyster (Winder 2011).

It is not recommended to retain the oyster shell due to its limited potential for further analysis.

Animal Bone

Three animal bone fragments were found in deposit (1/06). The items were in a fair state of preservation, although, with the exception of the bird femur, were largely fragmentary and devoid of diagnostic features. Modern saw marks, characterised by the presence of multiple parallel marks, were observed on the possible vertebrae fragment.

Table 2: Animal bone

Context	Type	Species	Weight (g)	Comments
01/06	Femur	Undetermined bird	0.55	Complete
	Cortex	Undetermined mammal	3.62	Burnt
	?Vertebrae	Undetermined large mammal	8.43	Modern saw marks
Total			12.6	

The animal bone fragments are not recommended for retention due to their very limited potential for further analysis.

Worked bone handle

One worked bone object was also recovered from pond backfill (1/06) (see above, pp. 9-10). The item weighed 11.3g and measured approximately 10cm in length, and was identified as the handle of an undetermined utensil, possibly a spoon or scoop, similar to known examples dated to the late 19th – early 20th century.

Metal*Brass nib*

One brass, straight dip pen nib, weighing 0.3g, was found in deposit (1/06). The object was near complete but in a poor state of preservation, being severely affected by verdigris.

The brass nib is not recommended for retention due to its limited potential for further analysis.

Lead object

One possible lead object weighing 206g was collected from backfill (1/06). The item was severely corroded and its original function remains undetermined.

Miscellaneous*Floor tile*

A single fragment of floor tile, weighing 26g, was recovered from deposit (1/06). The object was made of a dark red, sandy fabric with no visible inclusions; traces of mortar were present on one of the surfaces. The general aspect of the item suggested it was probably dated to the post-medieval or later periods.

It is not recommended to retain the tile fragment due to its limited potential for further analysis.

Name tag

Among the items recovered from deposit (1/06) was one small, rectangular object measuring 3cm in length and 1cm in width, and weighing 0.73g. The item was a tag inscribed with the name of Hon. Hubert Beaumont, an MP for Eastbourne who held office between 1906 and 1910, and was buried in Wotton Underwood.

Slag

Three fragments of slag, of a combined weight of 26.5g, were also found in pond backfill (1/06). The general aspect of the items suggested they were produced during copper smelting.

The slag is not recommended for retention due to its limited potential for further analysis.

6 DISCUSSION

The natural geology encountered in the evaluation trench was a compact mudstone (01/04), overlain by a clay layer (01/02), and then covered by a dark brown loamy clay topsoil (01/01). Although medieval features are known from elsewhere on the

site, none were encountered during the evaluation. Instead, all encountered archaeological contexts dated to the 18th century or later.

The mudstone and clay layers were cut for the brick-made structures **01/03** and **01/05**, which were encountered in the northern half of the trench. Structure **01/05** was most likely a retaining wall for an 18th century pond, the general location of which is known from contemporary maps. The date of the structure could not be confirmed, however, because the very wet ground conditions in the trench prevented safe excavation and obscuring by the filling deposit (01/06).

The exposed face of structure **01/03** was roughly perpendicular to structure **01/05**. Although only a segment of structure **01/03** was encountered, it is possible that it functioned as part of the water management of the area, perhaps related to the retaining wall **01/05** seen in the trench or to nearby brick-made subterranean water tanks located somewhere to the west of the evaluation trench. It should be noted that despite the presence of visible access holes at ground surface around the site, the extent of the water tank system was unknown.

Based on orientation, it is possible that the structures **01/03** and **01/05** would have met physically in some way, but this was not observed in the evaluation trench. Similarly, it is not possible to determine the chronological relationship of the structures. Nevertheless, the two structures should be considered distinct building episodes based on the difference of their construction materials, primarily in the dimension of the brickwork.

There are many chronological possibilities, but two are most likely based on the available evidence. It is possible that the retaining wall **01/05** and structure **01/03** were both part of the construction for the 18th century pond, and the variation in construction material could be due to availability of material or perhaps function of the structures. Alternatively, structure **01/03** may postdate the retaining wall and the construction of the pond, perhaps as part of a later re-landscaping that included a different system of water management, or even the filling of the pond itself at the end of the 19th or start of the 20th century.

A deposit of 20th century back fill (01/06) covered both structures. It is probably that the deposit represents a deliberate filling event of the pond and artificial levelling of the ground level. The intact glass bottle does not necessarily suggest intentional deposition of the artefact, but rather that the deposit did not accumulate through natural silting processes. Moreover, the similarity between the soil matrices of the fill (01/06) and topsoil (01/01), in combination with the difference in artefact distribution may suggest intentional backfilling with a mixture of soil and rubbish, overlain by a more carefully sorted layer of topsoil.

7 ARCHIVE

Archive Contents

Digitised copies of all the primary records and drawings, as well as a selection of digital photographs, will be made publicly available as an appendix to the Final Report submitted to information-gathering tool OASIS (ID johnmoor1-515626), for public release in the Archaeology Data Service (ADS) Library.

Additionally, the most recent version of all digital files is maintained by John Moore Heritage Services (ID 4559) and will be made available to the public upon request (to admin@jmheritageservices.co.uk). Security copies of all primary records will be made in digital format and stored on the Company's server, together with final versions of all born-digital files.

The archive includes:

- Digitised primary records
- Digitised versions of primary drawings
- GPS raw data
- QGIS files
- Digital photographs
- Report text files

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Context	Type	Description	Depth (m)	Width (m)	Length (m)	Finds	Interpretation	Date
Trench 1								
1/01	Deposit	(1/01) was a friable dark brown loamy clay with frequent sub-rounded stone inclusions.	0.38m	>1.92m	>9.62m		Topsoil	Modern
1/02	Deposit	(1/02) was a compact mid greyish brown clay with frequent sub-angular stone inclusions.	0.7m	>1.92m	>9.62m		Subsoil	Modern
1/03	Structure	1/03 was a brick structure, constructed of red bricks with dimensions of 0.31m by 0.14m. Seven courses of brickwork were observed, laid in an English Garden bond with a light yellowish white mortar.	>0.5m	>1m	unknown		Brick structure, possible for water tank.	Modern
1/04	Deposit	(1/04) was the compact mudstone natural layer.	>0.05m	>1.92m	>9.62m		Natural	
1/05	Structure	1/05 was a brick structure, constructed of red bricks with dimensions of 0.23m by 0.12m. One course of brick were observed, laid as stretchers with a light yellowish white mortar.	>0.25m	0.23m	>1.95m		Brick structure, likely retaining wall for 18 th century pond.	Modern, 18 th century.
1/06	Deposit	(1/06) was a compact dark brownish black mixed deposit with frequent sub-rounded stone inclusions.	>0.9m	>2m	>1.92m	Glass, Pottery, CBM, Iron, Bone. Tag inscribed with the name of early 20 th century politician Hubert Beaumont.	Backfill of 18 th century pond, dating to the 20 th century.	Modern, 20 th century.
1/07	Cut	Cut for structure 1/03.	>0.5m	>1m	unknown			
1/08	Cut	Cut for structure 1/05.	>0.25m	0.23m	>1.95m			

SITE NAME: LODGE FARM, WOTTON UNDERWOOD				SITE CODE: WULF 23		Trench No. 1	
DATE: 03/05/23		Recorder AST, BB, WG			Trench size L 9.62m x W 1.92 x D 1.20m		Co-ordinates at SW corner
Type of machine: Kubota 360° 8 Tonne			Bucket size/type 1.8m toothless.		Conditions Sunny		
End: N		Level at Top: 77.14		Level at Bottom: 75.99		End: S	
						Level at Top: 76.76	
						Level at Bottom: 75.98	
Context	Layer thickness	Extent	Over	Under	Detailed Soil/Feature Description		Interpretation
(01/01)	0.38m	>L9.62m x >W1.92	(01/02) (01/06)	/	FRIABLE DARK BROWN LOAMY CLAY. FREQUANT SUBROUNDED STONES 1-10mm. CHARCOAL FLECKS. FREQUANT GRASS ROOTS. CBM. CLAY PIPE. POST MED POTTERY.		Topsoil
(01/02)	0.70m	>L9.62m x >W1.92	(01/04)	(01/01)	COMPACT MID GREYISH BROWN CLAY FREQUANT SUBANGULAR STONES 1-100mm. CHARCOAL FLECKS. CBM.		Subsoil.
(01/03)	0.50m	W 1m	/	/	BRICK WALL - EDGE OF WATER TANK. RED BRICK. 310mm ↔ 140mm ↓. LIGHT YELLOWISH WHITE MOTAR.		STRUCTURE - TANK.
(01/04)	0.50m	>L9.62m x >W1.92m	/	(01/02)	COMPACT MUDSTONE.		NATURAL
(01/05)	>0.25m	W 0.1m x >W1.92m	/	/	BRICK EDGE OF POND EDGE. ONE BRICK WIDE RED BRICK. 230mm ↔ ↓ 120mm. LIGHT YELLOWISH WHITE MOTAR.		STRUCTURE.
(01/06)	>0.90m	>L2m x >W1.92		(01/01)	COMPACT. DARK BLACKISH BROWN. FREQUANT SUBROUNDED 1-200mm STONES. GLASS, CBM, Fe, POTTERY, BONE. (01/0)		BACK FILL OF POND.
[01/07]	0.50m	>0.50m x W 1m	/	/	CUT OF WATER TANK.		CONSTRUCTION CUT.
[01/08]	>0.90m	>2m x >1.92m			CUT OF pond.		Cut of pond.

Grid Squares	Area Trench TR1	Context Type Deposit	Site Code WULF23	Context (01/01)
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Plan No. G.P.S. on Drawing Sheet No.	Section No. S1.01, S1.02, S1.03 on Drawing Sheet No. #1	Add. Sheet
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<p>DEPOSIT</p> <p>1 Compaction 2 Colour 3 Composition 4 Inclusions 5 Horizon clarity 6 Comments 7 Method & Conditions</p> <p>CUT</p> <p>1 Shape in plan 2 Corners 3 Break of slope-top 4 Sides 5 Break of slope-base 6 Base 7 Orientation 8 Inclination of axis 9 Truncation 10 Fill Nos. 11 Other comments</p>	<p>Description</p> <p>1. Friable 2. Dark Brown 3. Loamy clay 4. Frequent sub-rounded stones 1-10mm, charcoal flecks, frequent grass roots 5. Moderate to clear 6. 7. Machine-ex Sunny, dry.</p>
<p>Dimensions</p> <p>Length: > 9.62m Thickness/Depth: 0.38m Width: > 1.92m</p>	

Stratigraphic matrix	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>BELOW</p> <p>Under: Filled by: Cut by:</p>	Physical Relationship
	<p>This context is: (01/01)</p>	<p>CONTEMPORARY</p> <p>Group No.: Same as:</p>	
	<input type="checkbox"/> <input type="checkbox"/> (01/02) <input type="checkbox"/> <input type="checkbox"/>	<p>ABOVE</p> <p>Over: (01/06) (01/02) Fill of: Cuts:</p>	

Interpretation & Discussion:	Internal	External	Structural	Other (specify)
Topsoil layer across site. Modern pottery, CBM and clay pipe. Deposit contained post-medieval/ Finds not retained.				

<p>Environmental Samples</p> <p>Nos: N/A</p>	<p>FINDS</p> <p>none pot CBM fauna flora flint glass metal burntmat.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Other finds (specify): Clay pipe</p>
<p>Small Finds:</p> <p>N/A</p>	

<p>Provisional Date: Modern.</p>	<p>Checked by (on site): Date:</p>
<p>Completed by: WJG Date: 04/05/23</p>	<p>Checked by (office): Date:</p>

Grid Squares	Area/Trench TR1	Context Type Deposit	Site Code WULF23	Context (01/02)
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Plan No. GPS on Drawing Sheet No.	Section No. S1.02, S1.01 on Drawing Sheet No. #1	Add. Sheet
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DEPOSIT 1 Compaction 2 Colour 3 Composition 4 Inclusions 5 Horizon clarity 6 Comments 7 Method & Conditions	Description 1. Compact 2. Mid greyish brown 3. Clay 4. Frequent Sub-angular Stones 1-100mm, Charcoal Flecks, CBM Streaks/Flecks 5. Moderate - Clear 6. 7. Machine-ex Sunny + Dry
CUT 1 Shape in plan 2 Corners 3 Break of slope-top 4 Sides 5 Break of slope-base 6 Base 7 Orientation 8 Inclination of axis 9 Truncation 10 Fill Nos. 11 Other comments	
Dimensions Length: > 9.62m Thickness/Depth: 0.70m Width: > 1.92m	

Stratigraphic matrix	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (01/01) <input type="checkbox"/> <input type="checkbox"/>	Physical Relationship
	This context is: <input type="checkbox"/> (01/02)	
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (01/04) <input type="checkbox"/> <input type="checkbox"/>	
BELOW Under: (01/01) Filled by: Cut by:		
CONTEMPORARY Group No.: Same as:		
ABOVE Over: (01/04) Fill of: Cuts:		

Interpretation & Discussion: Internal <u>External</u> Structural Other (specify)
Subsoil layer across site. <u>NO</u> Finds Observed.

Environmental Samples Nos: N/A	FINDS none pot CBM fauna flora flint glass metal burntmat. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Small Finds: N/A	
Other finds (specify):	

Provisional Date: UNKNOWN	Checked by (on site):	Date:
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Completed by: WGC	Date: 04/05/23	Checked by (office):	Date:
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Grid Squares	Area/Trench TRI	MASONRY Wall	Site Code WULF23	Context 101/031
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Add. Sheets	Plan Nos. G6PS	Section Nos. S1.01	Matrix Location
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Photographs Slide	B&W	1 Materials 2 Size of materials (brick: BLT in mm) 3 Finish of stones 4 Coursing/bond 5 Form 6 Direction of face(s) 7 Bonding material 8 Dimensions as found 9 Other comments
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Description

1. Red brick

2. 310mm length, 140mm thickness

3. Squared

4. English garden wall bond

5. Wall/Cistern/rank

6. East facing

7. light yellowish mortar

8.

Stratigraphic matrix	Initials & Date WGe 04/05/23															
<table border="1"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>(01/06)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td colspan="2">This context is</td> <td>101/031</td> <td colspan="2"></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>(01/04)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	(01/06)	<input type="checkbox"/>	<input type="checkbox"/>	This context is		101/031			<input type="checkbox"/>	<input type="checkbox"/>	(01/04)	<input type="checkbox"/>	<input type="checkbox"/>	Checked by & Date
<input type="checkbox"/>	<input type="checkbox"/>	(01/06)	<input type="checkbox"/>	<input type="checkbox"/>												
This context is		101/031														
<input type="checkbox"/>	<input type="checkbox"/>	(01/04)	<input type="checkbox"/>	<input type="checkbox"/>												

Interpretation: Internal External

Brick wall / side OF cistern/rank. Upon excavation, the wall began to seep water (large volume) into the trench.

Associated contexts: _____

Context same as: _____

Worked stones: _____

Levels on plan	sheet	Samples Petrological:	Regular bricks
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Checked Interpretation _____

Provisional period	Group	Structure No 01/03.	Initials & Date
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Grid Squares	Area/Trench TRI	Context Type Deposit	Site Code WULF23	Context (01/04)
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Plan No. GPS on Drawing Sheet No.	Section No. S1.01, S1.02. on Drawing Sheet No.	Add. Sheet
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<p>DEPOSIT</p> <p>1 Compaction 2 Colour 3 Composition 4 Inclusions 5 Horizon clarity 6 Comments 7 Method & Conditions</p>	<p>Description</p> <p>1. Compact</p> <p>2. Brownish grey</p> <p>3. Mudstone</p> <p>4.</p> <p>5. Clear, (Obscured by water)</p>
<p>CUT</p> <p>1 Shape in plan 2 Corners 3 Break of slope-top 4 Sides 5 Break of slope-base 6 Base 7 Orientation 8 Inclination of axis 9 Truncation 10 Fill Nos. 11 Other comments</p>	
<p>Dimensions</p> <p>Length: > 0.62m</p> <p>Thickness/Depth: > 0.04m</p> <p>Width: > 1.92m</p>	

Stratigraphic matrix	<table border="1"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>(01/02)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td colspan="2">This context is:</td> <td>(01/04)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	(01/02)	<input type="checkbox"/>	<input type="checkbox"/>	This context is:		(01/04)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>BELOW</p> <p>Under (01/02) Filled by: Cut by:</p>	Physical Relationship
	<input type="checkbox"/>	<input type="checkbox"/>	(01/02)	<input type="checkbox"/>	<input type="checkbox"/>													
	This context is:		(01/04)	<input type="checkbox"/>	<input type="checkbox"/>													
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>														
	<p>CONTEMPORARY</p> <p>Group No.: Same as:</p>																	
	<p>ABOVE</p> <p>Over: Fill of: Cuts:</p>																	

<p>Interpretation & Discussion:</p> <p>Natural base of trench 1. This deposit was quickly obscured by the flooding of the trench.</p>	Internal	External	Structural	Other (specify)
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<p>Environmental Samples</p> <p>Nos: N/A</p>	<p>FINDS</p> <p>none <input type="checkbox"/> pot <input type="checkbox"/> CBM <input type="checkbox"/> fauna <input type="checkbox"/> flora <input type="checkbox"/> flint <input type="checkbox"/> glass <input type="checkbox"/> metal <input type="checkbox"/> burntmat. <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Other finds (specify):</p>
<p>Small Finds:</p> <p>N/A</p>	

<p>Provisional Date:</p>	<p>Checked by (on site):</p>	<p>Date:</p>
<p>Completed by: WGC</p>	<p>Date: 04/05/23</p>	<p>Checked by (office):</p>
		<p>Date:</p>

Grid Squares	Area/Trench TR 1	Context Type Deposit	Site Code WULF23	Context (01/06)
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Plan No. GFS on Drawing Sheet No.	Section No. S1.01, S1.03 on Drawing Sheet No. #1	Add. Sheet
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DEPOSIT 1 Compaction 2 Colour 3 Composition 4 Inclusions 5 Horizon clarity 6 Comments 7 Method & Conditions	Description 1. Compact 2. Dark brown 3. Silty loam 4. Frequent sub-rounded 1-200mm stones 5. Clear 6. Fill of pond 7. Machine + Hand-ex Sunny dry.
CUT 1 Shape in plan 2 Corners 3 Break of slope-top 4 Sides 5 Break of slope-base 6 Base 7 Orientation 8 Inclination of axis 9 Truncation 10 Fill Nos. 11 Other comments	
Dimensions Length: > 2m Thickness/Depth: > 0.90m Width: > 1.92m	

Stratigraphic matrix	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (01/01) <input type="checkbox"/> <input type="checkbox"/>	Physical Relationship
	This context is: <input type="checkbox"/> (01/06) <input type="checkbox"/>	
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
	BELOW Under: (01/01) Filled by: Cut by:	
	CONTEMPORARY Group No.: Same as:	
	ABOVE Over: Fill of: Cuts:	

Interpretation & Discussion: Internal External Structural Other (specify)

Back fill of pond. This deposit contained several finds dating it to post-medieval - Modern.

Environmental Samples Nos: <01/01>	FINDS none pot CBM fauna flora flint glass metal burntmat. <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
Small Finds:	Other finds (specify): Bakelite / plastic.

Provisional Date: Modern	Checked by (on site): Date:
Completed by: WGe Date: 04/05/23.	Checked by (office): Date:

Grid Squares	Area/Trench TR1	Context Type cut	Site Code WULF23	Context [01/07]
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Plan No. <u>GePS</u> on Drawing Sheet No.	Section No. <u>S1.01</u> on Drawing Sheet No. <u>#1</u>	Add. Sheet
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DEPOSIT 1 Compaction 2 Colour 3 Composition 4 Inclusions 5 Horizon clarity 6 Comments 7 Method & Conditions	Description 1. unclear possibly linear 2. Unseen 3. Sharp 4. Straight 5. Unseen 6. Flat Unseen 7. N/S Unseen 8. N/A 9. N/A 10. [01/03] 11 - Construction cut for water tank [01/03]
CUT 1 Shape in plan 2 Corners 3 Break of slope-top 4 Sides 5 Break of slope-base 6 Base 7 Orientation 8 Inclination of axis 9 Truncation 10 Fill Nos. 11 Other comments	
Dimensions Length: <u>> 0.50m</u> Thickness/Depth: <u>0.50m</u> Width: <u>1m</u>	

Stratigraphic matrix		Physical Relationship
	BELOW Under: Filled by: Cut by:	
	CONTEMPORARY Group No.: Same as:	
	ABOVE Over: Fill of: Cuts:	

Interpretation & Discussion:	Internal	External	Structural	Other (specify)
Construction cut for . This cut was mostly unseen, as the tank extended into the L.O.E.				

Environmental Samples Nos:	FINDS none pot CBM fauna flora flint glass metal burntmat. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Small Finds:	
Other finds (specify):	

Provisional Date:	Checked by (on site):	Date:
Completed by: <u>WGe</u> Date: <u>04/05/23</u>	Checked by (office):	Date:

Grid Squares	Area/Trench TRI	Context Type Cur	Site Code WULF23	Context [01/08]
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Plan No. GPS on Drawing Sheet No.	Section No. on Drawing Sheet No.	Add. Sheet
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DEPOSIT 1 Compaction 2 Colour 3 Composition 4 Inclusions 5 Horizon clarity 6 Comments 7 Method & Conditions	Description 1. unknown 2. 11 3. 11 4. 11 5. 11 6. 11 7. 11 8. 11 9. 11 10. (01/06) [01/05] 11. Mostly mostly unseen due to not excavated
CUT 1 Shape in plan 2 Corners 3 Break of slope-top 4 Sides 5 Break of slope-base 6 Base 7 Orientation 8 Inclination of axis 9 Truncation 10 Fill Nos. 11 Other comments	
Dimensions Length: > 2m Thickness/Depth: > 0.90m Width: > 0.92m	

Stratigraphic matrix	Under: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Filled by: ^[01/05] (01/06) Cut by:	Physical Relationship
	This context is: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> [01/08]	
	CONTEMPORARY Group No.: Same as:	
	ABOVE Over: Fill of: Cuts:	

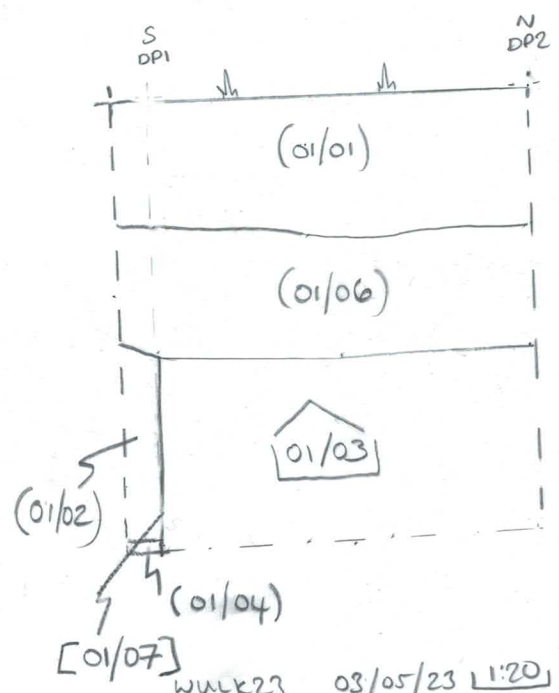
Interpretation & Discussion: Internal External Structural Other (specify)

Cut for pond. Mostly unseen / unknown because the pond was extended beyond the L.O.E.

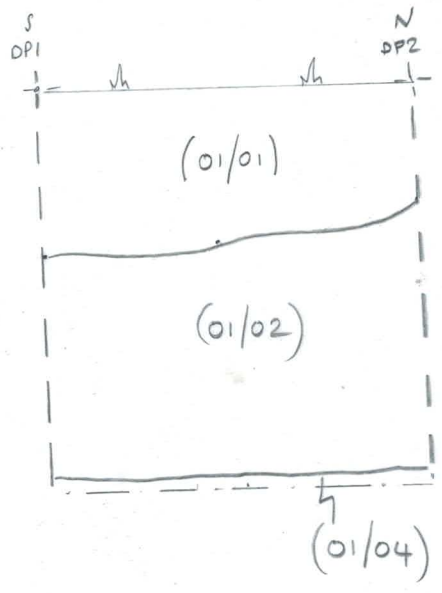
Environmental Samples Nos: ✓	FINDS none pot CBM fauna flora flint glass metal burntmat. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Small Finds:	Other finds (specify):

Provisional Date:	Checked by (on site): Date:
Completed by: WGe Date: 04/05/23	Checked by (office): Date:

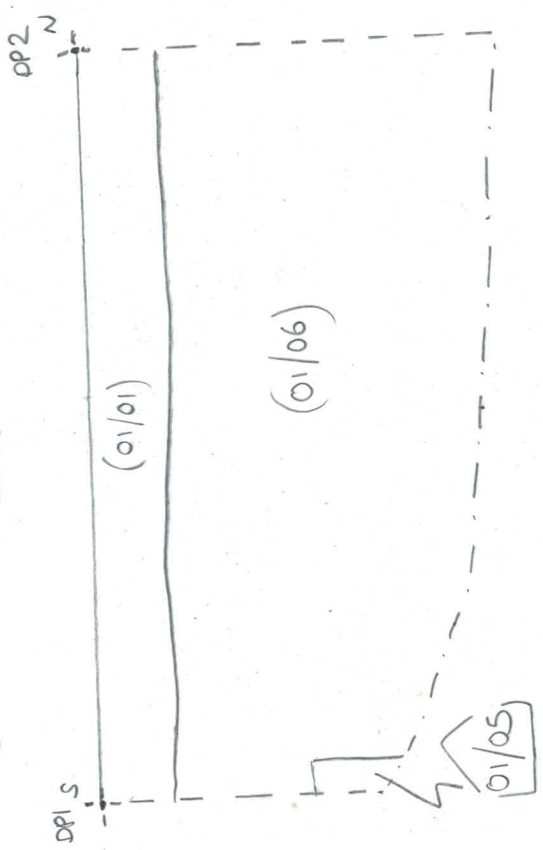
WULF23 03/05/23 11:20
SI.01 REP SEC WG/AST



[01/07]
WULF23 03/05/23 11:20
SI.02 REP SEC WG/AST



WULF23 03/05/23 11:20
SI.03 POND EDGE 01/05



**WOTTON UNDERWOOD
LODGE FARM
ARCHAEOLOGICAL EVALUATION**

DATA MANAGEMENT PLAN

MARCH 2023

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
6.0	Final	24/02/2021	Simona Denis	Minor edits to backup location
7.0	Final	25/03/2021	Simona Denis	Edits to metadata
8.0	Final	19/10/2021	Simona Denis	Edit on Museum Name
9.0	Final	23/03/2022	Simona Denis	Edits to Created Data section
10.0	Draft	15/03/2023	Simona Denis	Project-specific edits

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
6.1	Draft	25/03/2021	Simona Denis		Formatting
8.1	Draft	24/11/2021	Simona Denis		Bibliography update Minor edits to Data Set ID Formatting
8.2	Draft	31/12/2021	Simona Denis		Minor edits to Responsibilities and Resources
9.1	Draft	23/03/2022	Simona Denis		Minor edits to Data Set ID Minor edits to Bibliography Created Data table update Minor edits to Responsibilities and Resources
10.1	Draft	16/05/2023	Simona Denis		Revision following the completion of the final report
10.2	Final	08/08/2023	Simona Denis		Revision for final project archive

Section 1 – Administrative Data
Data Set ID
Site code: WULF 23 JMHS project no: 4559 OASIS ID: johnmoor1-515626
Project Name
Lodge Farm, Wotton Underwood
Data Set Description
Nature of project: Evaluation Aims of investigation: to identify finds relating to previous archaeological finds, the medieval village or subsequent park construction Investigation techniques: A single evaluation trench 9.62m long by 1.92m wide was excavated running north to south across the proposed site of the footprint of the extension. The trench was excavated with an 8-tonne digger with a toothless ditching bucket. Due to the possibility of encountering 18th century field boundaries and a pond, the trench was dug from the south to the north. The spoil from the excavation was separated, with the grass and topsoil kept apart from the subsoil. All spoil was visually scanned for artefacts and checked with a metal detector. The machine excavation was supervised by an experienced archaeologist. Purpose: Proposed single storey side extension and enlarging an existing window opening to form a doorway
Project Funder
Simon Templeton Architect
Project Manager
Gavin Davis (Fieldwork Manager), John Moore Heritage Services
Principal Investigator
Brandon Braun (Project Officer), John Moore Heritage Services
Data Contact Person
Simona Denis (Archive Manager), John Moore Heritage Services
Data Management Policies and Guidance
<ul style="list-style-type: none"> • Archaeology Data Service, 2021 <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 • Historic England, 2018 <i>Historic England Excavation Recording Manual</i> • International Standards Organization, 2003 standards: <i>Reference Model (ISO 14721:2003)</i> • John Moore Heritage Services, 2023 <i>POL0006: Quality Control Policy Statement</i> • John Moore Heritage Services, 2023 <i>POL0010: Digital Archives Preservation Policy Statement</i> • John Moore Heritage Services, 2023 <i>POL0014: Data Protection Policy Statement</i> • John Moore Heritage Services, 2023 <i>Archive Guidelines. Draft</i> • John Moore Heritage Services, 2023 <i>21/02462/ALB – Lodge Farm, Wotton Underwood Buckinghamshire HP18 OSB Archaeological Evaluation. Written Scheme of Investigation</i> • The National Archives, 2011 <i>Digital Preservation Policies: Guidance for archives</i> • Thomas, S., 2009 <i>A Guide to Archival and Related Standards</i>. Society of Archivists Data Standard Group • Thorn, B., Everitt, J., 2013 <i>Buckinghamshire County Museum. Procedures for Notifying and Transferring Archaeological Archives</i> • Whyte, A., Wilson, A., 2010, <i>How to Appraise and Select Research Data for Curation</i>. DCC How-to

Guides. Edinburgh: Digital Curation Centre
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Section 2 – Data Collection

Assessment of Existing Data

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

Created Data

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

File Type	File Format	Data Archive Volume
Text	.odt	1 file, 37,000 bytes
	.docx	None
	.doc	3 files, 2,588,000 bytes
	.pdf	2 files, 3418,000 bytes
Spreadsheet	.xlsx	3 files, 178,000 bytes
Raster Image	.jpg	60 files, 244,179,442 bytes
Vector Graphic	.dxf	None
	.svg	2 files, 214,000 bytes
Photogrammetry	.obj/.mtl/.jpg	None
Geospatial Vector Data	shp/.shx/.dbf	5 files, 63,354 bytes

Data Collection Standards and Methodologies

- Analogue data sets

Acquisition standards are defined against the following:

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, 2022 *Field Handbook*. Draft

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

- Digitised data sets

Acquisition standards are defined against the following:

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:

Archaeology Data Service/Digital Antiquity, 2011 *Guides to Good Practice*

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

Data Storage and File Naming System

- The working project archive is stored in a dedicated project folder in the 'Projects' partition of the company's server
- All files were renamed following the company's file naming format, based on ADS standard and including version control, as laid out in JMHS' *Archive Guidelines*
- All files included in the working project archive include
 - Company's project identifier
 - File descriptor
 - Version number

All files are organised following the company's project folder structure laid out in JMHS' *Archive Guidelines*

Quality Control

- All mechanical and electronic equipment used in the collection of data was calibrated prior to use and are periodically checked
- All collected data were checked during project delivery

Section 3 – Documentation and Metadata

Data Documentation

Data documentation is compliant with the WSI and Archaeology Data Service requirements and is 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 was migrated to

- widely supported open international standards
- most recent format version

Metadata

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

- File name
- File format
- Language
- Creation/conversion software and version
- In addition, metadata for document files indicate:
 - Title
 - Abstract
 - Name of the creatorS
 - Page count
 - Publishing details
- In addition, metadata for spreadsheet files indicate:
 - Title
 - Description
 - Name of the creators
 - Copyright holder
 - Date of creation
 - Worksheet name
 - Worksheet purpose
 - Number of rows in each worksheet
 - Field name
 - Description of field contents
- In addition, metadata for raster image files indicate:
 - Caption
 - Subject keywords
 - Period
 - Name of the creator
 - Copyright holder
 - Location
 - Date of the capture of the image
- In addition, metadata for vector graphic files indicate:
 - Caption
 - Description
 - Name of the illustrator
 - Copyright holder
 - Period of creation
 - Location
 - Conventions used in the illustration
- In addition, metadata for geospatial vector data files indicate:
 - Type of element captured
 - Type of features and/or contexts represented

<ul style="list-style-type: none"> ○ Purpose of data collection ○ Data source and type ○ Data accuracy level ○ Coordinate system used ○ Method of capture ○ Name of surveyor
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Section 4 – Ethics and Intellectual Property

Legal and Regulatory Framework

The following acts and directives were 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 were collected in the form of:

- Donor
 - Name
 - Address
- Project Team Members
 - Name
- External Specialist
 - Name

Personal Data Management

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

- Written consent to process and share with the repository personal data was secured for the use specified below:
 - Donor: Name and address is included in the transfer of ownership documentation
 - Project Team Members: Names are included in the project archive
 - External Specialist: Name
- Files containing personal data is:
 - 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 is 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 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 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

<p>Synology NAS server device with a storage capacity of 5.4TB</p> <ul style="list-style-type: none"> • 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 Launton, Bicester) • The system is managed via Lightweight Directory Access Protocol (LDAP) • The system is set as a Redundant Array of Independent Disks (RAID) and failover
<p>Security Copies</p> <ul style="list-style-type: none"> • Back-up of raw digital data generated during fieldwork was provided by secure remote access to the company's server • Digital copies of the primary records were made at the earliest opportunity and stored on the company's server • Security copies of all archive records and born-digital files were made in digital format and stored on the company's server
<p>Data Storage and Access</p> <p>Data storage</p> <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> ○ 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 <p>Data access</p> <ul style="list-style-type: none"> • 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

All data generated by all stages of the project is stored on the company's server. An appraisal of the digital data was carried out at the project report stage. A further assessment was carried out prior to the completion of the project, in order to select data for long-term curation.

The assessment of each dataset's value was carried out by the Post-Excavation Project Team and was based on the following criteria:

- Relevance
- Scientific/Historic value
- Uniqueness
- Non-Replicability
- Potential for redistribution

The selection of data was agreed with all relevant stakeholders.

Data Reuse

The project results failed to reveal any evidence of the medieval occupation in the Wotton House area.

Selection Review Points

Selection Strategy and Data Management Plan was revised in consultation with the relevant stakeholders and updated at the following stages:

- Project Design
- Project Reporting
- Archive Preparation

Selected Data Preparation

Selected data was normalised and organised in standardised folders, to guarantee consistency and retrievability, and to prevent data loss.

Normalisation included:

- Format migration to widely supported open international standards

<ul style="list-style-type: none"> • 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>
Long-Term Preservation of Selected Data
<p>Selected data was transferred to the appropriate repository:</p> <ul style="list-style-type: none"> • Digital data: selected data was prepared for long-term curation and transferred to the CoreTrustSeal certified Archaeology Data Service via OASIS
Long-Term Preservation of Deselected Data
<ul style="list-style-type: none"> • Long-term preservation of electronic records is 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 Launton).

Section 7 – Data Sharing

Data Accessibility

Final Results will be made available via the following:

- Project final results for all types of recording actions were made publicly available in digital format via the OASIS Index of Archaeological Investigations
- 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

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 holds 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 is granted via deposition with Archaeology Data Service via OASIS

Section 8 – Responsibilities and Resources

Responsibilities

Roles and responsibilities were 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
- External company (Oxford Mac Solutions Ltd): Data storage and backup management
- Post-Excavation Manager (Simona Denis): Implementation of relevant policies, implementation, review and revision of the DMP, supervision of collection, production, storage, backup and management of all data sets, 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 covered by standard John Moore Heritage Services resources and project budget.



**WOTTON UNDERWOOD
LODGE FARM**

ARCHAEOLOGICAL EVALUATION

SELECTION STRATEGY

MARCH 2023

Project Information		
Project Management		
Project Manager	John Moore	
Archaeological Archive Manager	Simona Denis	
Organisation	John Moore Heritage Services	
Stakeholders		Date Contacted
Collecting Institutions	Archaeology Data Service via OASIS	
County Archaeological Services	Buckinghamshire County Archaeological Services	15/03/2023
Project Manager	Gavin Davis	15/03/2023 16/05/2023
Developer	Simon Templeton Architect	
Specialists	Paul Blinkhorn	09/05/2023
Resources		
No unusual resources required in addition to JMHS normal operating equipment and staff		
Context		
The full aims and objectives of the project are detailed in the approved WSI. The aims of the projects were to further investigate previous archaeological finds, the medieval village or subsequent park construction. None of the collected materials was selected for retention due to their limited potential for further analysis and provenance from a deposit securely dated to the 20 th century.		

Section 1 - Digital Data			
Stakeholders			
Project Manager	Gavin Davis		
Archaeological Archive Manager	Simona Denis		
Digital Repository	Archaeology Data Service		
Selection			
Location of Data Management Plan (DMP)	The DMP (in attachment) is accessible upon request and located as outlined in Sections 5 and 6 All relevant standards, policies and guidelines are listed in Section 1		
De-Selected Digital Data	Digital files were reviewed following the approval of the final report by the Buckinghamshire County Archaeological Services and only the most recent versions were retained. Files will be made available to the public upon request (to admin@jmheritageservices.co.uk) and via deposition with Archaeology Data Service. Security copies of all primary records were made in digital format and stored on the Company's server, together with final versions of all born-digital files. The procedure is outlined in the DMP (in attachment) Section 6 and JMHS POL0010 Digital Archives (available upon request)		
Amendments			
Date	Amendment	Rationale	Stakeholders
16/05/2023	Retention strategy revision	Revision following the completion of the final report	Gavin Davis Simona Denis Archaeology Data Service

Section 2 - Documents			
Stakeholders			
Project Manager	Gavin Davis		
Archaeological Archive Manager	Simona Denis		
Digital Repository	Archaeology Data Service		
Selection			
Selected Documents	All primary records except superseded documents were selected for inclusion in the final Archaeological Archive		
De-Selected Documents	Superseded primary records were not selected for inclusion in the final Archaeological Archive. Digital copies of the superseded primary records are maintained by John Moore Heritage Services and will be made publicly available upon request (to admin@jmheritageservices.co.uk)		
Amendments			
Date	Amendment	Rationale	Stakeholders
16/05/2023	Retention strategy revision	Revision following the completion of the final report	Gavin Davis Simona Denis Archaeology Data Service

Section 3 - Materials	
Stakeholders	
Project Manager	Gavin Davis
Archaeological Archive Manager	Simona Denis
Repository Representative	Brett Thorn
County Archaeological Services	Buckinghamshire County Archaeological Services
Specialist	Paul Blinkhorn
Material Type	
Bulk Finds	
Selection	
Selected Materials	

None of the collected materials was selected for retention due to their limited potential for further analysis and provenance from a deposit securely dated to the 20th century.			
De-Selected Materials		Materials not selected for retention will be reburied in a geo-located position to prevent re-entering the archaeological record.	
Amendments			
Date	Amendment	Rationale	Stakeholders
16/05/2023	Retention strategy revision	Revision following the completion of the final report	Gavin Davis Simona Denis Paul Blinkhorn

OASIS Summary for johnmoor1-515626

OASIS ID (UID)	johnmoor1-515626
Project Name	Lodge Farm, Wotton Underwood
Sitename	Lodge Farm, Wotton Underwood
Sitecode	WULF 23
Project Identifier(s)	4559, WULF 23
Activity type	Evaluation
Planning Id	Planning ref.: 20/02468/ALB; Appeal ref.: 22/00067/REF
Reason For Investigation	Planning requirement
Organisation Responsible for work	John Moore Heritage Services
Project Dates	03-May-2023 - 03-May-2023
Location	Lodge Farm, Wotton Underwood NGR : SP 68617 16056 LL : 51.838904137177344, -1.005481629816905 12 Fig : 468617,216056
Administrative Areas	Country : England County : Buckinghamshire District : Aylesbury Vale Parish : Wotton Underwood
Project Methodology	<p>A single evaluation trench 9.62m long by 1.92m wide was excavated running north to south across the proposed site of the footprint of the extension. The trench was excavated with an 8-tonne digger with a toothless ditching bucket. Due to the possibility of encountering 18th century field boundaries and a pond, the trench was dug from the south to the north. The spoil from the excavation was separated, with the grass and topsoil kept apart from the subsoil. All spoil was visually scanned for artefacts and checked with a metal detector. The machine excavation was supervised by an experienced archaeologist.</p> <p>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. Spatial data was collected with an Emlid system and a photographic record was also produced.</p>

Project Results	<p>The natural geology encountered in the evaluation trench was a compact mudstone (01/04), overlain by a clay layer (01/02), and then covered by a dark brown loamy clay topsoil (01/01). Although medieval features are known from elsewhere on the site, none were encountered during the evaluation. Instead, all encountered archaeological contexts dated to the 18th century or later.</p> <p>The mudstone and clay layers were cut for the brick-made structures 01/03 and 01/05, which were encountered in the northern half of the trench. Structure 01/05 was most likely a retaining wall for an 18th century pond, the general location of which is known from contemporary maps. The date of the structure could not be confirmed, however, because the very wet ground conditions in the trench prevented safe excavation and obscuring by the filling deposit (01/06).</p> <p>The exposed face of structure 01/03 was roughly perpendicular to structure 01/05. Although only a segment of structure 01/03 was encountered, it is possible that it functioned as part of the water management of the area, perhaps related to the retaining wall 01/05 seen in the trench or to nearby brick-made subterranean water tanks located somewhere to the west of the evaluation trench. It should be noted that despite the presence of visible access holes at ground surface around the site, the extent of the water tank system was unknown.</p> <p>Based on orientation, it is possible that the structures 01/03 and 01/05 would have met physically in some way, but this was not observed in the evaluation trench. Similarly, it is not possible to determine the chronological relationship of the structures. Nevertheless, the two structures should be considered distinct building episodes based on the difference of their construction materials, primarily in the dimension of the brickwork.</p> <p>There are many chronological possibilities, but two are most likely based on the available evidence. It is possible that the retaining wall 01/05 and structure 01/03 were both part of the construction for the 18th century pond, and the variation in construction material could be due to availability of material or perhaps function of the structures. Alternatively, structure 01/03 may postdate the retaining wall and the construction of the pond, perhaps as part of a later re-landscaping that included a different system of water management, or even the filling of the pond itself at the end of the 19th or start of the 20th century.</p> <p>A deposit of 20th century back fill (01/06) covered both structures. It is probably that the deposit represents a deliberate filling event of the pond and artificial levelling of the ground level. The intact glass bottle does not necessarily suggest intentional deposition of the artefact, but rather that the deposit did not accumulate through natural silting processes. Moreover, the similarity between the soil matrices of the fill (01/06) and topsoil (01/01), in combination with the difference in artefact distribution may suggest intentional backfilling with a mixture of soil and rubbish, overlain by a more carefully sorted layer of topsoil.</p>
Keywords	Retaining Wall - POST MEDIEVAL - FISH Thesaurus of Monument Types
Funder	Private individual
HER	Buckinghamshire HER - unRev - STANDARD
Person Responsible for work	G Davis
HER Identifiers	
Archives	