

ARCHAEOLOGICAL MONITORING

AT

CHURCH OF ST. PETER & ST. PAUL,

BLOCKLEY, MORETON-IN-MARSH GL56 9ES

NGR SP 16460 34922

JUNE 2023

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Digitised copies of the primary records are
available on OASIS



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Summary

John Moore Heritage Services carried out archaeological monitoring of trial pits at the Church of St Peter & St Paul, Blockley, Gloucestershire (NGR SP 16460 34922). The monitoring was of one trial pit outside abutting the northern wall of the church and five pits within the church. During the course of the investigation a series of probable late to post-medieval deposits were uncovered, which relate to the floors of the church and later extension of the church northward.

1 INTRODUCTION

1.1 Site Location (Figure 1)

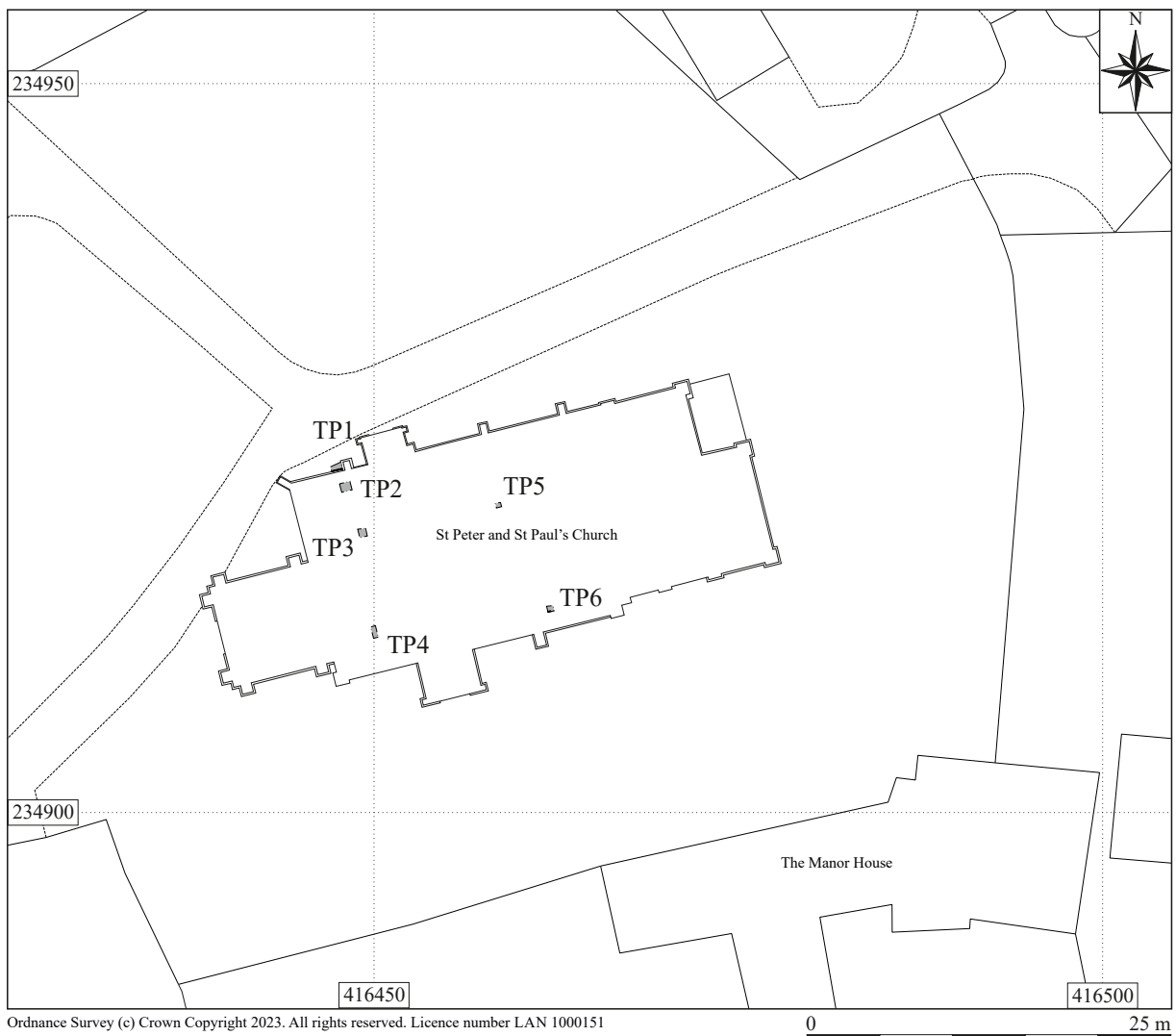
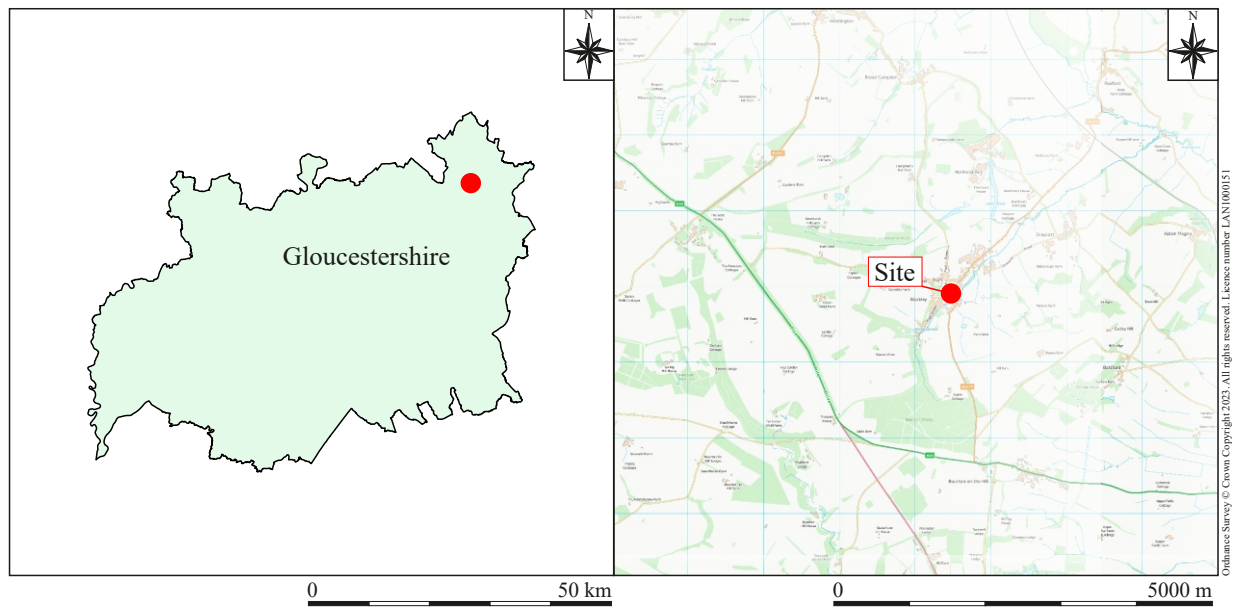
The development site is located at the Church of St Peter & St Paul, Blockley, Gloucestershire (NGR SP 16460 34922). The site lies at approximately 148m AOD. The underlying geology is the Marlstone Rock Formation - Limestone, ferruginous. Sedimentary bedrock formed between 190.8 and 174.1 million years ago during the Jurassic period (<https://geologyviewer.bgs.ac.uk>).

1.2 Planning Background

As part of the consideration of reordering of the Church of St. Peter and St. Paul it was proposed to undertake some trial holes/excavations. As part of this archaeological monitoring of the work was undertaken.

1.3 Archaeological Background

The church dates from about 1180 with work of that date still existing in the four walls of the chancel and in the east, south and west walls of the nave. The church apparently stood unaltered until the 14th century, though a note in the Worcestershire Episcopal Registers records the dedication of a high altar in Blockley in 1285. About 1310 several alterations were made and enlargements began. These included the insertion of the large east window and the widening of those on the south. The piscina and sedilia were inserted, a south priest's door built, and a new vestry added on the north side. This last dates from 1320, the upper part being a chantry for Ralph de Balleton. The north aisle, of the same length as the nave, with an arcade of four bays, was built about the end of the same century. Later on came the usual enlargement of windows, the middle one in the south wall of the chancel being an insertion of the 15th century. Those in the north walls, and perhaps the easternmost on the south side of the nave, were probably put in when the clearstories were added in 1636, although they are of rather good work for that date. The 12th century south doorway was filled in with a square-headed one in the 15th century, the south porch being added in 1630. The western tower was pulled down in 1724, and the present structure built in the following year against the western wall of the nave. Somewhat later, probably about 1790, the east wall of the north aisle was taken down, the aisle being extended eastward to the vestry, as a chapel for the Northwick family. It was inclosed by an iron fence, recently removed. The last addition was the north porch, built in 1871 ('Parishes: Blockley', in *A History of the County of Worcester: Volume 3* (London, 1913), pp. 265-276. *British History Online* <http://www.british-history.ac.uk/vch/worcs/vol3/pp265-276> [accessed 9 March 2023]).



Key Site boundary Trial Pits
 Archaeological features

Figure 1: Site location

2 AIMS OF THE INVESTIGATION

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

- To make a record of any archaeological remains revealed during the course of the excavation of the trial holes.

3 STRATEGY

3.1 Research Design

John Moore Heritage Services carried out the work to a Written Scheme of Investigation submitted to the Diocesan Advisory Committee (DAC) (JMHS 2023). The recording was carried out in accordance with the standards specified by the Chartered Institute for Archaeologists (2020).

3.2 Methodology

Six trial pits were excavated to determine the underlying ground conditions for the proposed reordering of the church. Trial pits 1, 2, 3 and 4 were to establish the feasibility of proposed below ground drainage for the new servery and WC. Trial pits 5 and 6 were to establish the depths of foundations for the proposed floor recessed heat emitters. The trial pits were excavated by hand to depths ranging from 340mm to 700mm. Where archaeological horizons were encountered they were cleaned by hand and excavated appropriately. 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. The resultant spoil from the works was visually scanned for finds.

4 RESULTS (Figure 2)

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

Trial Pit 1:

Trial Pit 1 was located outside of the church and abutting the north wall **1**, north-west of the north porch (Plate 1). The church wall **1** had different uneven coursing with stone bricks ranging between 230mm-360mm in length and up to 300mm in thickness. Towards the base of wall **1**, the foundations steps twice and the limit of excavation did not confirm the base of the foundations. Furthermore, due to the limited size of the trial pit no construction cut was visible. All of the following deposits were abutting the north wall of the church **1**. The lowest deposit encountered was a friable mid yellowish-brown sandy clay with flecks of charcoal (5), >200mm in thickness with frequent stone inclusions up to 100mm in size. This may have been deposited in the late medieval period during the construction of the north wall of the church. Finds including fragments of disarticulated bone and pottery were observed. Overlying possible late medieval period deposit (5) was a friable light yellowish-

brown sandy silty clay deposit (4), 280mm in thickness with an aggregate consistency of frequent sub-angular stone inclusions up to 400mm in size possibly forming a construction backfill. Finds including fragments bone, pottery and ceramic building material were observed. Stratigraphically above levelling layer (4) was a dark brown silty clay loam buried soil (3), 100mm in thickness with occasional stone inclusions up to 10mm in size with frequent weed roots. The final deposit encountered was a stone flagstone slab (2) of an irregular shape approximately 350mm x 700mm x 40mm in size.



Plate 1: Trial Pit 1, S1

Trial Pit 2:

Trial pit 2 was located inside the church abutting the north wall 1, south-west of the north porch. As with Trial Pit 1 all of the following deposits were abutting the north wall 1 of the church (Plate 2). The internal face of the wall 1 had differentiated uneven coursing and only one step in the foundation was visible. The lowest deposit encountered was possible late medieval deposit (5), as seen in Trial Pit 1, followed by floor make-up layer (16); a friable light yellowish-brown sandy silty clay deposit, 280mm in thickness with an aggregate consistency of frequent sub-angular stone inclusions up to 400mm in size. Finds from possible late medieval deposit (5) included fragments of disarticulated human bone and teeth, pottery and ceramic building material. Overlying floor make-up layer (16) was a blue plastic sheeting (8). Above blue plastic sheeting (8) was an indurated light pinkish-white concrete layer (7), 0.18m in thickness. Stratigraphically above concrete layer (7) was a light whitish-grey stone flagstone slab (6). The flagstones (6) within the church vary greatly in size but an average size being 700mm x 450-700mm x 50mm.



Plate 2: Trial Pit 2, S2

Trial Pit 3:

Trial pit 3 was located inside the church, to the west, within the raised area of the organ platform, north-east of the organ (Plate 3). This raised area measures 200mm above the flagstone of the church and all measurements for this trial pit have been taken from this point. The earliest deposit encountered was a friable light yellowish-brown sandy silty clay deposit (10), >600mm in thickness, with an aggregate consistency of frequent sub-angular stone inclusions up to 400mm in size possibly forming a potential demolition debris. Finds from potential demolition debris deposit (10) included fragments of disarticulated human bone.



Plate 3: Trial Pit 3, S4

Stratigraphically above potential demolition debris deposit (10) to the north-west end of the trial pit was a stone slab (11). Stone slab (11) measured 580mm in length and 140mm in thickness and appeared to be supporting timber (12) above. No stone slab

was observed on the south-east end of Trial Pit 3. Overlying stone slab (11) and debris deposit (10) was timber cross beam (9) measuring 100mm wide and 100mm in depth with length unknown. These beams are orientated east to west and form part of the support of the raised area of the organ.

Trial Pit 4:

Trial pit 4 was located inside the church within the choir vestry/ server area to the south of the choir vestry/ server doorway (Plate 4). This area forms part of the same raised area for the organ and is 200mm above the flagstone of the church and all measurements for this trial pit have been taken from this point.



Plate 4: Trial Pit 4, S7

The earliest deposit encountered was a friable to compact dark greyish-brown sandy silty loam (15), >240mm in thickness with frequent sub-angular inclusions 10-100mm in size. This deposit could be feasibly be an old floor make-up, though different than what has already been observed. Finds from possible floor make-up deposit (15) include fragments of disarticulated human bone and an animal tooth. Stratigraphically above debris deposit (15) was a void (14), 280mm in depth with accumulate dust and debris with piled up large loose sub-angular stones up to 300mm in size. Above void (14) was part of the supporting cross beam (9) of the raised area. Above cross beam (9) was floorboard (13) of the raised area. Floorboard (13) measured 820mm x 150mm x 30mm and laid north-south in orientation and in a very worn condition.

Trial Pit 5:

Trial pit 5 was located inside the church within area of the north aisle to the west of the second eastern arcade pillar (Plate 5). The deposits encountered in this trial pit had been previously been encountered in various other trail pits within the church. The earliest deposit observed was floor make-up layer (16), overlaid by concrete layer (7), with flagstone (6) on top.



Plate 5: Trial Pit 5, S6

Trial Pit 6:

Trial pit 6 was located inside the church adjacent to the south wall **12** to the west of the window adjacent to the pulpit (Plate 6).



Plate 6: Trial Pit 6, S5

The lowest deposit observed was floor make-up layer (16). Finds from floor make-up layer (16) include fragments of disarticulated human bone, ceramic building material and *in situ* iron rod. Floor make-up layer (16) abuts against part of the south wall foundations **12** as it turns to form part of the window alcove. Wall **12** appears to form part of a step in the foundations as stratigraphically above floor make-up layer (16) and wall **12** there was concrete layer (7). Above concrete layer (7) was another floor flagstone (6).

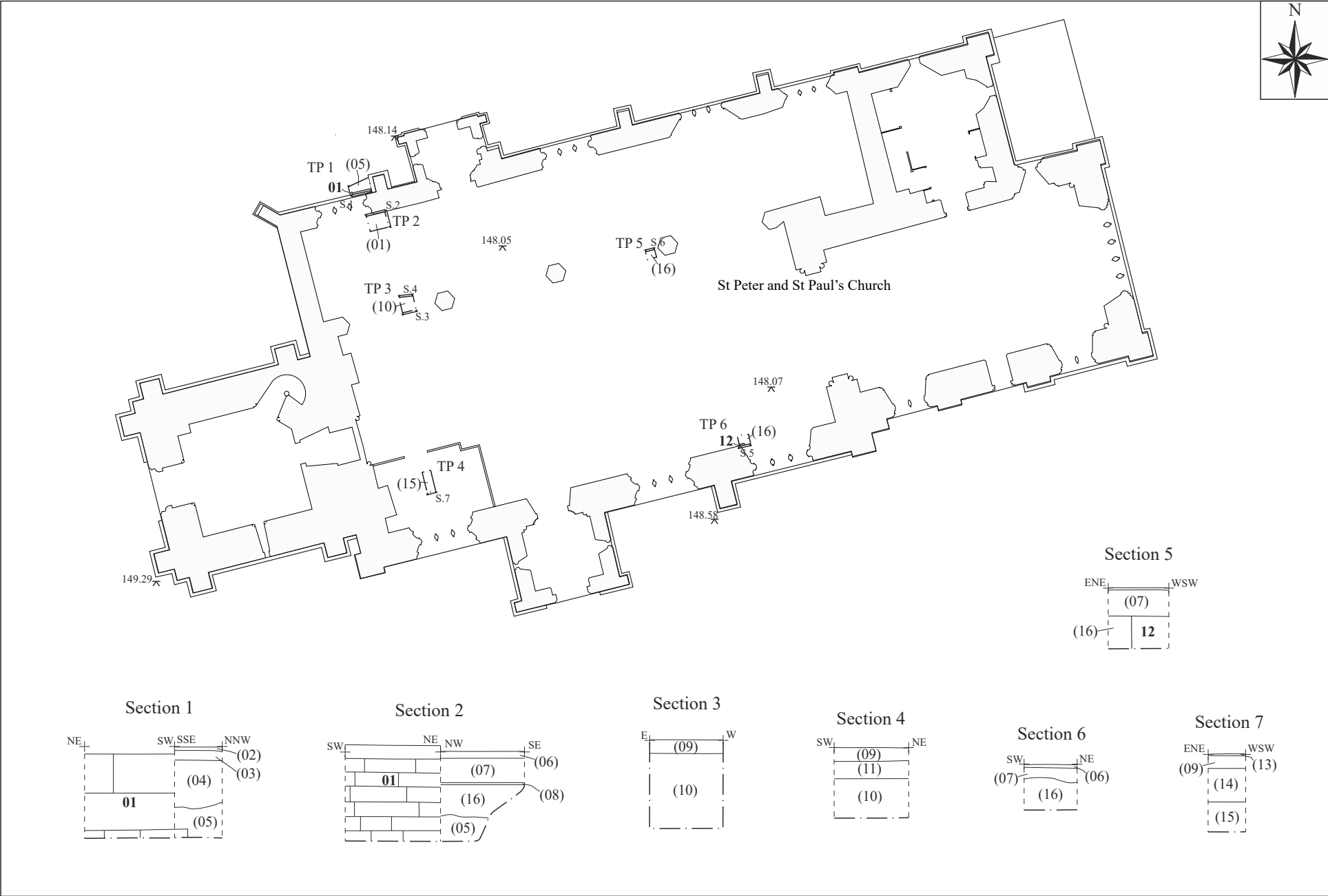


Figure 2: Plan of Trial Pits and Sections

Reliability of Results

The work was undertaken with excellent cooperation from site staff, ensuring that the archaeological investigation could be undertaken without impediment.

5 FINDS

The archaeological finds uncovered by the works were not removed from the church grounds. Instead, basic identification, quantification, and photography was undertaken on site.

5.1 Pottery

Six sherds of pottery were observed within possible late medieval deposit (5) in Trial Pit 1. The fragments comprised one fragment of possible red earthenware, dated between the 16th and mid-19th centuries, and one glazed fragment, possibly dating to the late medieval or post-medieval period.



Plate 7: Bone and pottery from deposit (5), Trial Pit 1

5.2 Ceramic Building Material



Three bricks were observed within construction backfill (16), two of which remained *in situ*. The brick that was recovered measured 110mm x 233mm x 80mm with the central frog measuring approximately 170mm x 55mm x 20mm (Plate 8). Identifying the presences of the frog and the overall size, the brick most likely dates to the 19th century.



Plate 8: Brick from deposit (16), Trial Pit 5

5.3 *Osteological Remains*

Bone fragments were encountered in most of the trial pits. Most of the identifiable examples were found to be human; however, cortex fragments could not be positively identified as either human or animal. One sheep/goat molar was present in deposit (15).

Trial Pit No.	Context no.		Identifiable Human Remains
2	5		Distal femur Distal humerus Molar Incisor Phalanx Rib Cranium
3	10		Phalanx

4	15		Tibia Humerus Vertebra Phalanx Rib Patella
6	16		Proximal humerus

6 DISCUSSION

Due to the limited dimensions of the trial pits, archaeological resolution and therefore detailed discussion of these results in relation to the history of the church is restricted. The earliest deposit encountered abutting the north wall **1** both internal and external of the church, was a possible late medieval deposit (5). The northern wall **1** of the church was added in the 14th century and it is possible that deposit (5) is a backfill of the wall's construction, which could explain the large quantities of disarticulated bones and pottery that were discovered. Levelling deposit (4) observed externally and floor make-up deposit (16) observed internally, both abutting the north wall **1**, probably form part of a ground levelling layers.

Floor make-up deposit (16) was seen in internal trial pits 2, 5 & 6 of which were located abutting the north wall, adjacent to the south wall and within the nave. This deposit produced disarticulated bone fragments and three bricks. The bricks have been tentatively dated to the 19th century. Though a layer of plastic sheeting (8) was only seen in Trial Pit 1, the concrete layer that overlies (8) & (16) suggests that the current flagstones (6) of the church were mostly re-laid within the last century.

Along the western wall of the church from the south-west corner until the arcade, is a raised wooden platform (9) that rises 200mm above the flagstone floor (6). Upon this platform is the organ which was moved to its current position in the 1920s. The raised wooden platform also forms the floor for the vestry/ server area that is situated in the south-west corner. Historical documents and records of the church show that before the current wooden platform (9) was constructed a gallery used to exist along the western wall with the font positioned directly underneath. Investigations in trial Pits 3 and 4 demonstrated that earlier church floor comprising flagstones did not survive in this location. It is possible that during the demolition of the gallery, and subsequent

relocation of the font and organ in the 1920's, that some of the flooring and subsequent flagstones were damaged and removed.

In the location of trial pit 3, within the wooden platform (9) north-east of the organ shows underlying debris deposits (10) and (11). The demolition of the gallery and moving of the font and organ could possibly be what is being observed in debris deposit (10) due to its aggregate consistency, with stone slab (11) potentially being a piece of broken flagstone that was repurposed as a support for the platform.

Trial pit 4, still located within the wooden platform (9) area but to the south-west corner of the church within the vestry/ server area showed different underlying deposits to that of trial pit 3. The lowest deposit identified within the vestry/ server area was deposit (15), which appears to be an old floor make-up layer and very different from any of the other observed deposits encountered. The area in which the current vestry/ server is located was constructed within the 12th century, though an assortment of disarticulated bone was observed including an animal tooth it cannot be directly dated to this period. Between floor make-up (15) and wooden platform (9) was a void (14) where an assortment of loose stone rubble. It is possible that at some point flagstones may have been overlaid deposit (15) but were removed when the construction of the platform occurred.

Due to the limited excavation area of the trial pits it is difficult to ascertain what is happening underneath the raised wooden platform (9) apart from a high degree of disturbance has occurred.

7 ARCHIVE

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 johnmoor1-516775), 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 4895) 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
- Digital photographs
- Report text files

8 BIBLIOGRAPHY

Chartered Institute for Archaeologists 2020 *Standard and Guidance for an Archaeological Watching Brief*

John Moore Heritage Services. 2023 *Church of St. Peter & St. Paul, Blockley, Moreton-in-Marsh, GL54 9ES Archaeological Watching Brief.*

'Parishes: Blockley', in *A History of the County of Worcester: Volume 3* (London, 1913), pp. 265-276. British History Online
<http://www.british-history.ac.uk/vch/worcs/vol3/pp265-276> [accessed 9 March 2023].

**CHURCH OF ST. PETER & ST. PAUL
BLOCKLEY**

ARCHAEOLOGICAL MONITORING

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	23/03/2022	Simona Denis	Edits to Created Data section
9.0	Draft	13/03/2023	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
7.1	Draft	24/11/2021	Simona Denis		Bibliography update Minor edits to Data Set ID Formatting
7.2	Draft	31/12/2021	Simona Denis		Minor edits to Responsibilities and Resources
8.1	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
9.1	Draft	21/06/2023	Simona Denis		Edits to reflect the results of the archaeological investigation

Section 1 – Administrative Data

Data Set ID

Site code: BYCPP 23 JMHS project no: 4895 OASIS ID: johnmoor1-516775
Project Name
Church Of St. Peter & St. Paul, Blockley, Moreton-In-Marsh
Data Set Description
<p>Nature of project: archaeological monitoring</p> <p>Aims of investigation: to record any archaeological remains revealed during the course of the excavation of the trial holes</p> <p>Investigation techniques: Six test pits were excavated to determine the underlying ground conditions for the proposed reordering of the church. Test pits 1, 2, 3 and 4 were to establish the feasibility of proposed below ground drainage for the new servery and WC. Test pits 5 and 6 were to establish the depths of foundations for the proposed floor recessed heat emitters. The test pits were excavated by hand to depths ranging from 340mm to 700mm. Where archaeological horizons were encountered they were cleaned by hand and excavated appropriately.</p> <p>Purpose: reordering of the Church of St. Peter and St. Paul</p>
Project Funder
Acanthus Clews Architects
Project Manager
John Moore (Director), John Moore Heritage Services
Principal Investigator
Aimée Skillen-Thompson (Project Officer/Supervisor), 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, 2021 <i>Archive Guidelines. Draft</i> • John Moore Heritage Services, 2023 <i>Church Of St. Peter & St. Paul, Blockley, Moreton-In-Marsh GL56 9ES Archaeological Watching Brief. Written Scheme of Investigation</i> • Paul, S. (ed), 2018 <i>Gloucestershire Archaeological Archives Standards. A Countywide Standard for the Creation, Compilation and Transfer of Archaeological Archives in Gloucestershire</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 • Whyte, A., Wilson, A., 2010, <i>How to Appraise and Select Research Data for Curation</i>. 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 was accessed/re-used/re-evaluated and the generated information supplemented 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	None
	.doc	None
	.pdf/a	4 files, 90,000 bytes
Spreadsheet	.xlsx	1 file, 20,000 bytes
Raster Image	.jpg	20 files, 82,500,000 bytes
Vector Graphic	.dxf	None
	.svg	1 file, 1,800 bytes
Photogrammetry	.obj/.mtl/.jpg	None
Geospatial Vector Data	shp/.shx/.dbf	None

Data Collection Standards and Methodologies

- Analogue data sets

Acquisition standards are defined against the following:

Brickley, M., and McKinley, J. I., 2004 *Guidelines to the Standard for Recording Human Remains*, Institute of Field Archaeologists Technical Paper 7, BABAO University of Southampton

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 will be 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 will include
 - Company's project identifier
 - File descriptor
 - Version number

All files will be 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 was checked during project delivery

Section 3 – Documentation and Metadata

Data Documentation

Data documentation will be compliant with the WSI, 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 format
- Language
- Creation/conversion software and version
- In addition, metadata for document files will indicate:
 - Title
 - Abstract
 - Name of the creator(s)
 - Page count
 - Publishing details
- In addition, metadata for spreadsheet files will indicate:
 - Title
 - Description
 - Name of the creator(s)
 - 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 will 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 will indicate:
 - Caption
 - Description
 - Name of the illustrator
 - Copyright holder
 - Period of creation
 - Location
 - Conventions used in the illustration
 - Location
- In addition, metadata for geospatial vector data files will indicate:
 - 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

<p>The following acts and directives will be taken into consideration:</p> <ul style="list-style-type: none"> • Copyright, Designs and Patents Act 1988 • General Data Protection Regulation (GDPR) 2018 • EU Copyright Directive 2001 • Data Protection Act 2018 • Current best practice
Personal Data
<p>Personal data was collected in the form of:</p> <ul style="list-style-type: none"> • Project Team Members <ul style="list-style-type: none"> ○ Name
Personal Data Management
<p>Management of personal data will be carried out in compliance with John Moore Heritage Services' Data Protection Policy Statement.</p> <ul style="list-style-type: none"> • Written consent to process and share with the repository personal data will be secured for the use specified below: <ul style="list-style-type: none"> ○ Project Team Members: Names will be included in the project archive • Files containing personal data will be: <ul style="list-style-type: none"> ○ Kept only as long as necessary for the relevant, valid purposes
Intellectual Property Rights (IPR)
<ul style="list-style-type: none"> • 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 • Licence of Copyright: John Moore Heritage Services will grant to Archaeology Data Service perpetual and royalty-free licence throughout the world to: <ul style="list-style-type: none"> ○ 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
<ul style="list-style-type: none"> • 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 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
Security Copies
<ul style="list-style-type: none"> • 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 were made at the earliest opportunity and stored on the company's server • Security copies of all archive records and born-digital files were be made in digital format and stored on the company's server
Data Storage and Access
<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>

- 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 was 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. 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:

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

The selection of data will be agreed with all relevant stakeholders (Project Team Members).

Data Reuse

The project results were limited

Selection Review Points

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

- Project Design
- Project Reporting

The Selection Strategy and Data Management Plan will be finalised in agreement with all stakeholders.

Selected Data Preparation

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

Normalisation will include:

- 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

Metadata compliant with ADS standards will be generated for all selected data.

Long-Term Preservation of Selected Data

Selected data will be transferred to the appropriate repository:

- Digital data: selected data will be prepared for long-term curation and transferred to the CoreTrustSeal certified Archaeology Data Service, via OASIS V. A further copy of the full digital archive will be maintained on the company's servers.

Long-Term Preservation of Deselected Data

- 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 Launton).

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

Primary and Digital Data will be made available after the completion of the documentation process <ul style="list-style-type: none"> All selected data will be made available upon direct request for reuse, re-analysis, re-interpretation, and re-publication by secondary researchers
Intellectual Property
<ul style="list-style-type: none"> 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 the Archaeology Data Service via OASIS V.

Section 8 – Responsibilities and Resources
Responsibilities
<p>Roles and responsibilities are as follows:</p> <ul style="list-style-type: none"> 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 to be covered by standard John Moore Heritage Services resources and project budget.

**CHURCH OF ST. PETER & ST. PAUL
BLOCKLEY**

ARCHAEOLOGICAL MONITORING

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	
Diocesan Advisory Committee	Diocese of Gloucester	
Project Lead	John Moore	13/03/2023 21/06/2023
Developer	Acanthus Clews Architects	
Resources		
No unusual resources required in addition to JMHS normal operating equipment and staff		
Context		
<p>The full aims and objectives of the project are detailed in the WSI.</p> <p>The aims of the projects were to investigate any archaeological remains revealed during the course of the excavation of the trial holes.</p> <p>No materials were collected during the archaeological monitoring.</p> <p>Selection of the working project archive will be guided by the aims and objectives of the project as outlined in the WSI, the South West Archaeological Research Framework, and the Corinium Museum.</p>		
Section 1 - Digital Data		
Stakeholders		

Project Manager	John Moore		
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 will be reviewed following the approval of the final report by the Oxfordshire 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). 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		
Amendments			
Date	Amendment	Rationale	Stakeholders
21/06/2023	Retention strategy revision	Revision following the completion of the final report	John Moore Aimée Skillen-Thompson Simona Denis Archaeology Data Service

Section 2 - Documents			
Stakeholders			
Project Manager		John Moore	
Archaeological Archive Manager		Simona Denis	
Repository Representative		Alison Brookes	
Selection			
Selected Documents		None	
De-Selected Documents		The primary records were not selected for retention due to the results detailed in the final report, which indicate the project is to be considered a 'sterile project' as per ClfA guidance (https://www.archaeologists.net/selection-toolkit/sterile-projects). Digital copies of all primary records are maintained by John Moore Heritage Services and will be made publicly available as an appendix to the Final Report submitted to information-gathering tool OASIS (ID johnmoor1-516775), for public release in the Archaeology Data Service (ADS) Library. The procedure is outlined in the DMP (in attachment) Section 6 and JMHS POL0009 Archives	
Amendments			
Date	Amendment	Rationale	Stakeholders
21/06/2023	Retention strategy revision	Revision following the completion of the final report	John Moore Aimée Skillen-Thompson Simona Denis Corinium Museum Archaeology Data Service

Summary for johnmoor1-516775

OASIS ID (UID)	johnmoor1-516775
Project Name	Church of St Peter & St Paul, Blockley
Sitename	Church of St Peter & St Paul, Blockley
Activity type	Field Observation (Monitoring)
Project Identifier(s)	BYCPP 23, 4895
Planning Id	
Reason For Investigation	Ecclesiastical consent
Organisation Responsible for work	John Moore Heritage Services
Project Dates	07-Jun-2023 - 07-Jun-2023
Location	Church of St Peter & St Paul, Blockley NGR : SP 16460 34922 LL : 52.01248584255429, -1.761586012219587 12 Fig : 416460,234922
Administrative Areas	Country : England County : Gloucestershire District : Cotswold Parish : Blockley
Project Methodology	Six test pits were excavated to determine the underlying ground conditions for the proposed reordering of the church. Test pits 1, 2, 3 and 4 were to establish the feasibility of proposed below ground drainage for the new servery and WC. Test pits 5 and 6 were to establish the depths of foundations for the proposed floor recessed heat emitters. The test pits were excavated by hand to depths ranging from 340mm to 700mm. Where archaeological horizons were encountered they were cleaned by hand and excavated appropriately. 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. The resultant spoil from the works was visually scanned, especially for finds.

Project Results	<p>The earliest deposit encountered abutting the north wall 1 both internal and external of the church, was a possible late medieval deposit (5). The northern wall of the church was added in the 14th century and it is possible that deposit (5) is a backfill of the walls construction, which could explain the large quantities of disarticulated bones and pottery that were discovered.</p> <p>Overlying possible late medieval deposit (5) appeared to be another construction layer (4), which was observed in most areas of the church; abutting the north wall 1, the north aisle and adjacent to the south wall 12, as well as appearing very similar to deposit (10), located underneath the raised wooden area. Construction deposit (4) and (10) both produced bone fragments though these could not be dated. From Test Pit 6 within construction deposit (4) three bricks were observed and have been tentatively dated to the 19th century.</p> <p>The lowest deposit identified within the vestry/ servery area was deposit (15), which appears to be another type of backfill. Though at a similar depth to possible late medieval deposit (5) the two deposits appeared very different both in material composition and colour. The area of where the current vestry/ servery is located within the south western corner of the church, which was constructed within the 12th century. Though an assortment of disarticulated bone was observed including an animal tooth it cannot be directly dated to this period.</p> <p>Along the western wall of the church from the south until the arcade is a raised wooden platform that rises 200mm above the flagstone floor (6). This wooden platform rises above backfill deposits (10) and (15). The organ was moved to its current position in the 1920s, which it situated upon the raised wooden area.</p> <p>Though a layer of plastic sheeting (8) was only seen in Test Pit 1, the concrete layer that overlies it appears across much of the church abutting the north wall 1, the north aisle and adjacent to the south wall 12. Suggesting that the current flagstones (6) of the church were mostly re-laid within the last century.</p>
Keywords	<p>Human Remains - UNCERTAIN - FISH Archaeological Objects Thesaurus</p> <p>Sherd - MEDIEVAL - FISH Archaeological Objects Thesaurus</p>
Funder	
HER	Gloucestershire HER - noRev - LITE
Person Responsible for work	A, Skillen-Thompson
HER Identifiers	
Archives	