

## ARCHAEOLOGICAL WATCHING BRIEF

**AT** 

1 STERT STREET,

ABINGDON,

**OXFORDSHIRE** 

**OX14 3ER** 

NGR SU 49835 97095

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FIELDWORK DATE 4<sup>th</sup> October 2023

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Site Code: ABSS 23

**Archive Location:** A copy of the digital archive is maintained by

John Moore Heritage Services (ID 4894). Digitised copies of the primary records are

available on OASIS.



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#### Summary

John Moore Heritage Services carried out an archaeological watching brief at 1 Stert Street, Abingdon, Oxfordshire, OX14 3ER (NGR SU 49835 97095). The purpose of the watching brief was for the monitoring of the groundworks for the division of use of ground floor premises. This included amendments to waste, parking and drainage systems as well as the excavation of foundation footings for a new porch. Amendments to waste, parking and drainage were not undertaken, as plans were changed to re-use existing services. The watching brief excavations exposed a late 19th-early 20th century buried soil deposit, as well as modern wall cuts associated with the existing building.

#### 1 INTRODUCTION

#### 1.1 Site Location (Figure 1)

The development site is located within Abingdon Town Centre at the end of Stert Street next to the church of St. Nicholas (NGR SU 49835 97095). The building was the former TSB bank premises.

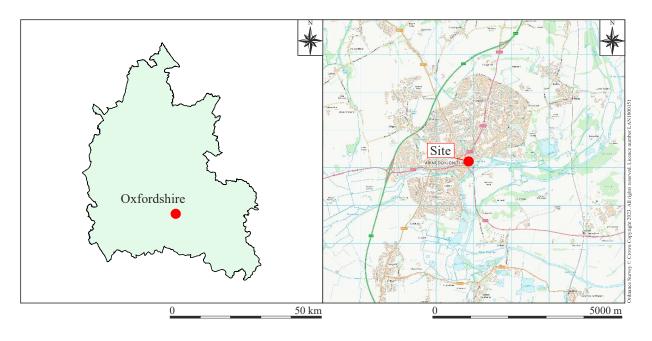
The site lies at approximately 54m aOD. The underlying bedrock geology is shown as Ampthill Clay Formation and Kimmeridge Clay Formation – Mudstone; sedimentary bedrock formed between 163.5 and 152.1 million years ago during the Jurassic period. This is overlaid by Wolvercote Sand and Gravel Member – Sand and gravel; sedimentary superficial deposit formed between 2.588 million and 11.8 thousand years ago during the Quaternary period.

#### 1.2 Planning Background

Vale of White Horse Oxfordshire District Council (VWHDC) granted planning permission for division of use of ground floor premises currently classified entirely as Class E to two dwellings (use class C3) and a smaller Class E premise (Commercial, Business and Service). (Amended plan received 23 June 2021 – amendments to waste and parking) (Additional drainage information received 22 July 2021) Additional information on AC unit received 28 July 2021) (Amended plan received 5 August 2021 showing existing AC unit) (P21/V1014/FUL). Due to the archaeological and historical importance of the surrounding area, two conditions were attached to the permission requiring a watching brief to be maintained during the course of building operations or construction works on the site.

3. The applicant, or their agents or successors in title, shall be responsible for organising and implementing an archaeological watching brief, to be maintained during the period of construction/during any groundworks taking place on the site. The watching brief shall be carried out by a professional archaeological organisation in accordance with a Written Scheme of Investigation that has first been approved in writing by the Local Planning Authority.

Reason - To safeguard the recording and inspection of matters of archaeological importance on the site (Policy CP39 of the adopted Local Plan 2031 Part 1 and Policy DP39 of the adopted Local Plan 2031 Part 2).



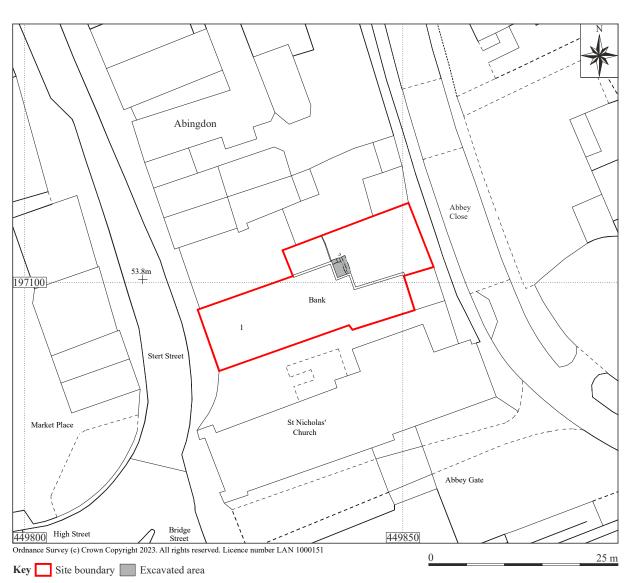


Figure 1: Site location

4. Following the approval of the Written Scheme of Investigation referred to in condition 3, no groundworks shall commence on site without the appointed archaeologist being present. Once the watching brief has been completed its findings shall be reported to the Local Planning Authority, as agreed in the Written Scheme of Investigation, including all processing, research and analysis necessary to produce an accessible and useable archive and a full report for publication which shall be submitted to the Local Planning Authority within two years of the completion of the archaeological fieldwork.

Reason - To safeguard the recording and inspection of matters of archaeological importance on the site (Policy CP39 of the adopted Local Plan 2031 Part 1 and Policy DP39 of the adopted Local Plan 2031 Part 2).

#### 1.3 Archaeological Background

The application site lies in an area of considerable archaeological interest and potential, situated within the historic core of Abingdon and adjacent to the precinct of the Saxon and medieval abbey. Archaeological investigations conducted at the Vineyard have recorded remains of medieval settlement and burials, likely forming a cemetery, c.30 to the east of the site, whilst remains of a 17th century Civil war cemetery containing nearly 200 burials, buried in wooden coffins in rows, was also recorded; this is noted to lie approximately within/around the eastern limits of the application site. The medieval church of St Nicholas and its associated former graveyard are also noted immediately to the south of the site.

#### 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 any operations that may disturb or destroy archaeological remains.

In particular:

• To record evidence relating to medieval and post-medieval settlement remains known in the area.

In addition:

• To be aware of the possibility of encountering burials.

#### 3 STRATEGY

#### 3.1 Research Design

John Moore Heritage Services carried out the work to a Written Scheme of Investigation agreed with Oxfordshire County Archaeological Services (OCAS) (JMHS 2023), the archaeological advisors to the Vale of White Horse Oxfordshire District Council (VWHDC).

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

#### 3.2 Methodology

The watching brief excavations comprised a small area of ground-reduction, and a series of foundation footings associated with the construction of a new porch. The excavation area measured 2.40m by 1.90m. The width of the foundation excavations measured roughly 0.50m. They were orientated east/north-east by west/south-west and north/north-west by south/south-east. The general ground reduction measured c.0.30m below the current ground level, while the foundation excavations reached a maximum depth of 0.90m below ground level. The excavation of these trenches were not monitored by an archaeologist on site as John Moore Heritage Services were not informed when the groundworks had begun. An archaeologist did attend site after being informed by the client that groundworks had taken place. Archaeological finds, where observed in situ, were recovered after manual cleaning.

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 still present on the site when an archaeologist visited, therefore it was visually scanned, especially for finds relating to the medieval and post-medieval periods.

#### 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. The watching brief excavations comprised of an excavation area that measured 2.40m by 1.90m and reached a maximum depth of 0.90m below ground level.

The earliest recorded deposit was a firm, dark brownish-black silty-loam (04) (Figure 2, Plan 01 and Sections 01 and 02; Plates 1 and 2). It contained infrequent small-sized rounded stone inclusions as well as pottery, animal bone and glass that were retained. These finds were in-situ and taken directly from the section face. Deposit (04) measured greater than 2.40m in length, greater than 1.24m in width and exceeded 0.50m in thickness. This deposit was identified as a late 19<sup>th</sup> or early 20<sup>th</sup> century buried soil deposit.

Cut into deposit (04) in the north-western and south-eastern extent of the excavation area were modern wall cuts 06 and 08, which were associated with the existing building (Figure 2, Plan 01 and Section 02; Plate 2). The north-western wall cut, 06, was observed within both plan and section, it was orientated north/north-west by south/south-east. Modern cut 06 was linear in plan, with a sharp break-of-slope at the top and sharply-sloping, regular sides. The break-of-slope at the base and the base itself was not observed due to the limit of excavation of the foundation footings.

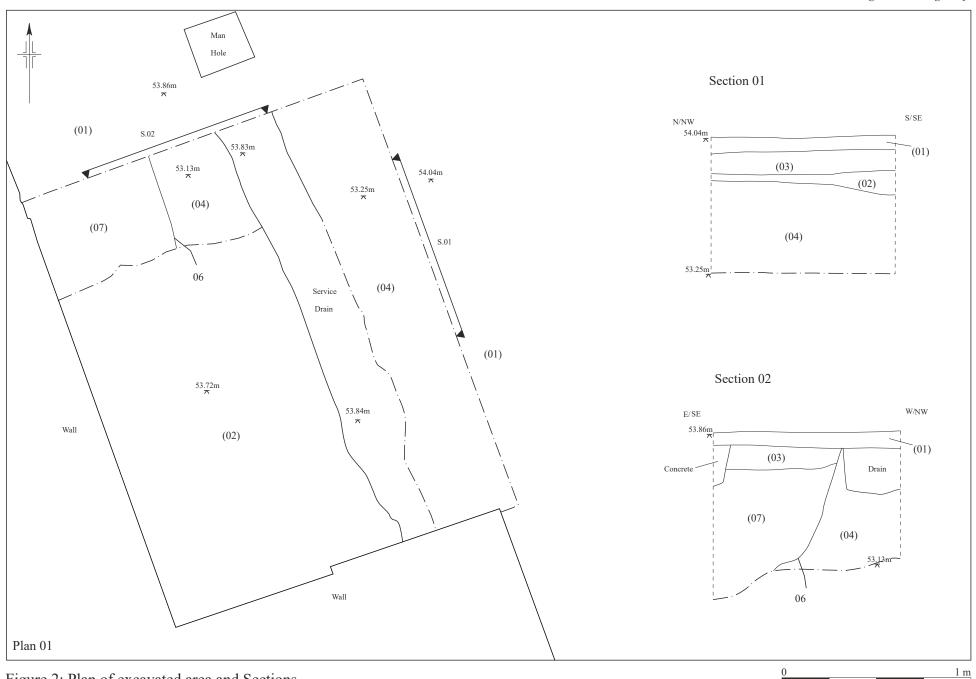


Figure 2: Plan of excavated area and Sections



Plate 1: Section 01. Looking east/north-east.



Plate 2: Section 02. Looking north/north-west.

Modern cut 06 measured greater than 0.54m in length, greater than 0.69m in width and exceeded 0.68m in depth. It contained a single fill deposit of firm, mid greybrown sandy-silt-loam (07) (Figure 2, Plan 01 and Section 02; Plate 2). It contained frequent modern rubble and was identified as the backfill material of the wall footing.

Modern wall cut 08 was situated in the south-eastern corner of the excavation area, and was associated with the north/north-west by south/south-west return of the same existing building as modern cut 06. Modern cut 08 was not observed in plan, and was not recorded in section. It shared the same characteristics as modern cut 06, as it had a sharp break-of-slope at the top with sharply-sloping, regular sides. The break-of-slope at the base was sharp and base itself was flat. It measured greater than 0.30m in width and had a depth of 0.32m. Modern cut 08 contained a single fill deposit of firm, mid grey-brown sandy-silt-loam, (05), and contained frequent modern rubble. This deposit appeared identical to deposit (07) within modern cut 06.

Overlying buried soil deposit (04) was a loose to compact, mid brownish-yellow sandy-loam (02) (Figure 2, Plan 01 and Section 01; Plate 1). It contained modern

brick and stone rubble throughout. It measured greater than 2.40m in length, greater than 1.90m in width and had a maximum thickness of 0.15m. This deposit was identified as a made-ground deposit, associated with the construction of the surrounding buildings and car-park.

Stratified above the made-ground deposit (02) and the modern wall cuts 06 and 08, was a soft, mid brown-yellow silty-sand (03) (Figure 2, Plan 01 and Sections 01 and 02; Plates 1 and 2). It contained inclusions of frequent, small-sized rounded stones. It measured greater than 2.40m in length, greater than 1.90m in width and had a maximum thickness of 0.10m. Deposit (03) was a levelling deposit associated with the construction of the modern concrete driveway, (01), above. The concrete driveway comprised a compact, light white-grey concrete. It extended beyond the limits of the excavation area and had a thickness of 0.10m.

#### 5 FINDS

### 5.1 Pottery and Ceramic Building Material by Paul Blinkhorn

A single sherd of pottery weighing 5g occurred in context (4). It is a bodysherd in English Stoneware, fabric ENGS of the Museum of London Type-Series (eg. Vince 1985). It is part of a late 19<sup>th</sup> or early 20<sup>th</sup> century 'rum jar' or similar. Three flakes of modern brick weighing 4g occurred in the same context.

#### 5.2 Animal Remains by Simona Denis

One near complete cow proximal phalanx, weighing 19.42g, was collected from deposit (04). A number of small, parallel incisions were observed in two clusters near the head of the bone; these were positively identified as fine slice marks produced during the butchering process (Seetah 2007).

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

### 5.3 Other Finds by Simona Denis

A single fragment of flat glass, weighing 2.22g, was recovered from deposit (04); it was positively identified as a modern frosted window pane.

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

#### 6 DISCUSSION

The watching brief aimed to identify the presence or absence of significant archaeological remains. With a particular focus on medieval or post-medieval remains that are known to be within the immediate surroundings of the site area. During the course of the watching brief excavations, a substantial buried soil deposit was observed. In-situ finds recovered from this deposit included pottery, animal bone and glass. The pottery was dated to late 19<sup>th</sup> century or early 20<sup>th</sup> century. This deposit it most likely associated with activities in the yard area to the rear of the former building

which occupied 1 Stert Street. Further remains included a series of modern foundation wall cuts as well as a series of modern made-ground and levelling deposits. No other archaeological features were uncovered.

#### 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 johnmoor1-519854), 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 4894) 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
- OGIS files
- 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 1 Stert Street, Abingdon, Oxfordshire OX14 3ER, Written Scheme of Investigation for Archaeological Watching Brief. Unpublished.
- Schmid, E. 1972, Atlas of Animal Bones. Elsevier, Amsterdam London New York
- Seetah, K. 2007 The importance of cut placement and implement signatures to butchery interpretation
- Vince, AG, 1985 The Saxon and Medieval Pottery of London: A review *Medieval Archaeology* 29, 25-93

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## John Moore HERITAGE SERVICES

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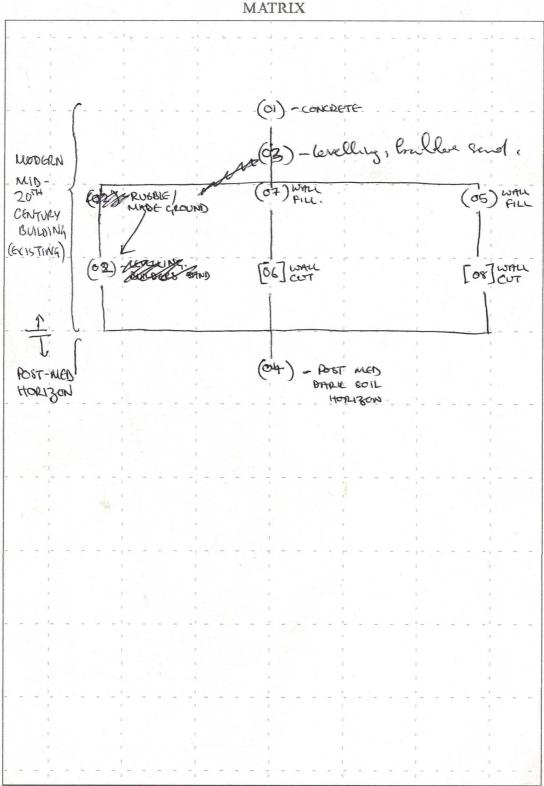
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Site Code: ABSS 23. Site Name: STERT STREET, LAINGDON Trench/Area: PORCH FOOTING



Initials & date: 49 04.10.23.



# ABINGDON 1 STERT STREET

## **ARCHAEOLOGICAL WATCHING BRIEF**

## **DATA MANAGEMENT PLAN**

## **JULY 2023**

Document Information							
Title	Data Management Plan						
Author	Simona Denis						
Description	This document describes the type of data that were acquired and generated						
	during the archaeological project, the way the data is 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	Final	01/08/2022	Simona Denis	Edits to Long-Term Preservation of Selected Data						
				section						
10.0	Draft	19/07/2023	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	16/03/2023	Simona Denis		Bibliography update
10.1	Draft	17/10/2023	Simona Denis		Revision following the completion of the final report
10.2	Final	15/01/2024	Simona Denis		Revision for inclusion in the final project archive

#### **Section 1 – Administrative Data**

#### **Data Set ID**

Site code: ABSS 23 JMHS project no: 4894 OASIS ID: johnmoor1-519854

#### **Project Name**

Abingdon, 1 Stert Street

#### **Data Set Description**

Nature of project: Watching Brief

Aims of investigation: to record evidence relating to medieval and post-medieval settlement remains known in the area, and to be aware of the possibility of encountering burials

Investigation techniques: The watching brief excavations comprised a small area of ground-reduction, and a series of foundation footings associated with the construction of a new porch. The excavation area measured 2.40m by 1.90m. The width of the foundation excavations measured roughly 0.50m. They were orientated east/north-east by west/south-west and north/north-west by south/south-east. The general ground reduction measured c.0.30m below the current ground level, while the foundation excavations reached a maximum depth of 0.90m below ground level. The excavation of these trenches were not monitored by an archaeologist on site as John Moore Heritage Services were not informed when the groundworks had begun. An archaeologist did attend site after being informed by the client that groundworks had taken place. Archaeological finds, where observed in situ, were recovered after manual cleaning.

Purpose: Division of use of ground floor premises currently classified entirely as Class E to two dwellings (use class C3) and a smaller Class E premise (Commercial, Business and Service)

#### **Project Funder**

**Quay Associates** 

#### **Project Manager**

John Moore (Director), John Moore Heritage Services

#### **Principal Investigator**

Alessandro Guaggenti (Geomatics Manager), John Moore Heritage Services

#### **Data Contact Person**

Simona Denis (Archive Manager), John Moore Heritage Services

#### **Data Management Policies and Guidance**

- Archaeology Data Service, 2022 Instructions for Depositors
- Australian Research Data Commons, 2022 Data Management Plans
- Chartered Institute for Archaeologists, Historic England, 2019 Toolkit for Selecting Archaeological Archives
- Digital Curation Centre, 2013 Checklist for Data Management Plan v.4.0 Edinburgh
- Digital Preservation Coalition, 2015 *Digital Preservation Handbook*, 2<sup>nd</sup> Edition. Technical Solutions and Tools
- Duranti, L., Suderman, J. and Todd, M., 2005 A Framework of Principles for the Development of Policies, Strategies and Standards for the Long-term Preservation of Digital Records. The InterPARES 2 Project
- Foster, M., 2019 Work digital/think archive. A guide to managing digital data generated from archaeological investigations. DigVentures
- Historic England, 2018 Historic England Excavation Recording Manual
- International Standards Organization, 2003 standards: Reference Model (ISO 14721:2003)
- John Moore Heritage Services, 2023 POL0006: Quality Control Policy Statement
- John Moore Heritage Services, 2023 POL0010: Digital Archives Preservation Policy Statement
- John Moore Heritage Services, 2023 POL0014: Data Protection Policy Statement
- John Moore Heritage Services, 2023 Archive Guidelines
- John Moore Heritage Services, 2023 P21/V1014/FUL 1 Stert Street, Abingdon OX14 3ER Archaeological Watching Brief. Written Scheme of Investigation
- The National Archives, 2011 Digital Preservation Policies: Guidance for archives
- Oxfordshire County Museum Service, 2023 Requirements for Transferring Archaeological Archives 2023-2024

- Thomas, S., 2009 A Guide to Archival and Related Standards. Society of Archivists Data Standard Group
- Whitehead, C., 2023 Archaeological Watching Brief at 1 Stert Street, Abingdon, Oxfordshire, OX14 3ER. Unpublished JMHS report no. 4894
- Whyte, A., Wilson, A., 2010 How to Appraise and Select Research Data for Curation. DCC How-to Guides. Edinburgh: Digital Curation Centre

#### Section 2 – Data Collection

#### **Assessment of Existing Data**

Existing quantitative and qualitative data provided by third parties as well as non-proprietary data was accessed, re-used and 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 estimated archive volume for this project.

File Type	File Format	Data Archive Estimated Volume
Text	.odt	1 file, 22,216 bytes
	.docx	4 files, 1,236,853 bytes
	.doc	3 files, 22,346,000 bytes
	.pdf	5 files, 5,986,541 bytes
Spreadsheet	.xlsx	1 file, 11,000 bytes
Raster Image	.jpg	137 files, 1,598,202,943 bytes
Vector Graphic	.dxf	None
	.svg	3 files, 422,000,000 bytes
Photogrammetry	.obj/.mtl/.jpg	98 files, 1,887,394,856.96 bytes
Geospatial Vector Data	.qgz	1 file, 338,000 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, 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 final 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 final project archive include
  - Company's project identifier
  - o File descriptor
  - o Version number

All files were 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

• All collected data was 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

• most recent format version

#### Metadata

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

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

- Data source and type
- Data accuracy level
- o Coordinate system used
- Method of capture
- Name of surveyor

#### **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
- Data Protection Act (DPA) 1998
- General Data Protection Regulation (UK GDPR) 2019
- The Privacy and Electronic Communications (EC Directive) Regulations 2003
- Current best practice

#### Personal Data

Personal data was collected in the form of:

- Donor
  - o Name
  - Address
- Project Team Members
  - o Name
- External Specialist
  - o 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 are included in the transfer of ownership documentation
  - o Project Team Members: Names are included in the project archive
  - External Specialist: Name is included in the project archive and in the licence of copyright documentation
- Files containing personal data is:
  - Securely stored on a server partition with restricted access
  - o 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 was secured
- Licence of Copyright: John Moore Heritage Services grants 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
  - o display copies of all or part of the project archive in any medium
  - o publish any part of the project archive in any form or medium
  - o permit third parties to do any of the above

#### Section 5 – Storage and Backup

#### **Storage System Details**

- Long-term preservation of electronic records is ensured by storage on magnetic media on a Synology NAS server device with a storage capacity of 5.4TB
- The device is part of a network based on the client-server model with servers situated in separate geographical locations (JMHS's main office in Wheatley and the Director's office in 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**

- Digital copies of the primary records was made immediately after completion of fieldwork 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

#### **Data Storage and Access**

#### Data storage

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

#### Data access

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

#### Section 6 – Selection and Preservation

#### **Appraisal and Selection of Data**

All data generated was stored on the company's server. An appraisal of the digital data 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 based on the following criteria:

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

#### **Data Reuse**

 $The \ project \ results \ provided \ limited \ data \ regarding \ the \ post-medieval \ occupation \ in \ the \ Abingdon \ area.$ 

The results might be:

used to validate research findings

#### **Selection Review Points**

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

- Project Planning
- 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:

- Version migration to most recent format version
- File naming normalisation to ADS standards
- Organisation in the predefined file structure

#### **Long-Term Preservation of Selected Data**

Selected data was transferred to the appropriate repository:

• Digital data: selected data was 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 is maintained on the company's servers.

#### **Long-Term Preservation of Deselected Data**

- 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 were made available as follows:

- Project final results were made publicly available in digital format via the OASIS Index of Archaeological Investigations
- Primary and Digital Data are 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 are 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; additionally, selected digital data are accessible to the public upon request

#### Section 8 – Responsibilities and Resources

#### Responsibilities

Roles and responsibilities are 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.



## ABINGDON 1 STERT STREET

### ARCHAEOLOGICAL WATCHING BRIEF

#### **SELECTION STRATEGY**

#### **JULY 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	17/10/2023
County Archaeological Services	Oxfordshire County Archaeological Services	03/08/2023
		17/10/2023
Project Manager	Alessandro Guaggenti	19/07/2023
		16/10/2023
Developer	Quay Associates	17/10/2023
Specialists	Paul Blinkhorn	16/10/2023
Resources		

#### Context

The full aims and objectives of the project are detailed in the approved WSI.

No unusual resources required in addition to JMHS normal operating equipment and staff

The aims of the projects were to investigate evidence relating to medieval and post-medieval settlement remains known in the area, and to be aware of the possibility of encountering burials.

Selection of the final project archive was guided by the aims and objectives of the project as outlined in the WSI, Solent-Thames Research Framework for the Historic Environment Resource Assessments and Research Agendas and material-specific guidance.

Section 1 - Dig	ital Data			
Stakeholders				
Project Manag	er	John Moore		
Archaeologica	l Archive Manager	Simona Denis		
Digital Reposit	cory	Archaeology Data Service		
Selection				
Location of D	ata Management Plan	The DMP (in attachment) is accessible u	pon request and located as	
(DMP)		outlined in Sections 5 and 6		
		All relevant standards, policies and guidel	ines are listed in Section 1	
De-Selected Di	igital Data	Digital files were reviewed following the approval of the final report		
		by the Oxfordshire County Archaeologica	l Services and only the most	
		recent versions was retained. Files are 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 (available upon request)		
Amendments	_			
Date	Amendment	Rationale	Stakeholders	
17/10/2023	Retention strategy	Revision following the completion of the	John Moore Heritage	
	revision	final report	Services	
			Archaeology Data Service	
15/01/2024	Retention strategy	Finalisation prior to the preparation of	John Moore Heritage	
	revision	the final project archive	Services	
			Archaeology Data	
			Service	

Section 2 - Do	cuments				
Stakeholders					
Project Manager		John Moore	John Moore		
Archaeologica	al Archive Manager	Simona Denis	Simona Denis		
Repository Re	epresentative	Angie Bolton	Angie Bolton		
		Naomi Bergmans			
Selection					
Selected Documents		None	None		
De-Selected Documents		The primary records were not selected for retention due to the results detailed in the final report. Digital copies of all primary records are maintained by John Moore Heritage Services and were made publicly available as an appendix to the Final Report submitted to information-gathering tool OASIS (ID johnmoor1-513669), 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		
17/10/2023	Retention strategy	Revision following the completion of the	_		
	revision	final report	Services		
			Oxfordshire County		
			Museum Service		
15/01/2024	Retention strategy	Finalisation prior to the preparation of	_		
	revision	the final project archive	Services		
			Oxfordshire County		
			Museum Service		

## Section 3 - Materials

Stakeholders					
Project Manager		John Moore			
Archaeological Archive Manager		Simona Denis	Simona Denis		
Repository Representative		Angie Bolton			
• •		Naomi Bergmans			
County Archae	eological Services	Steven Weaver			
Representativ	e				
Specialist		Paul Blinkhorn			
Material Type					
Bulk Finds					
Selection					
Selected Mate	erials				
All materials re	ecovered during fieldwo	rk were returned to JMHS offices for cleanin	g and assessment.		
		and selected based on the results and			
-		Museum Service collection policy and the			
Framework fo	r the Historic Environme	nt Resource Assessments and Research Age	ndas recommendations.		
Uncollected N	1aterial	None			
De-Selected N	1aterials	All bulk finds were assessed and recorde	All bulk finds were assessed and recorded to appropriate standards,		
		and none were proposed for retention.			
		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		
17/10/2023	Retention strategy	Revision following the completion of the	John Moore		
	revision	final report	Simona Denis		
			Angie Bolton		
			Naomi Bergmans		
			Paul Blinkhorn		
15/01/2024	Retention strategy	Finalisation prior to the preparation of	John Moore Heritage		
	revision	the final project archive	Services		
			Oxfordshire County		
			Museum Service		
Material Type					
Environmenta	l Remains				
Selection					
Selected Mate	erials				
No environme	ntal samples were collec	cted			
De-Selected N	1aterials	N/A			
Amendments					
Date	Amendment	Rationale	Stakeholders		
17/10/2023	Retention strategy	Revision following the completion of the	John Moore		
	1	- · ·	1		

final report

revision

Simona Denis

## **OASIS Summary for johnmoor1-519854**

OASIS ID (UID)	johnmoor1-519854	
Project Name	1 Stert Street, Abingdon	
Sitename	1 Stert Street, Abingdon	
Sitecode	ABSS 23	
Project Identifier(s)	ABSS 23, 4894	
Activity type	Watching Brief	
Planning Id	P21/V1014/FUL	
Reason For Investigation	Planning requirement	
Organisation Responsible for work	John Moore Heritage Services	
Project Dates	04-Oct-2023 - 04-Oct-2023	
Location	1 Stert Street, Abingdon	
	NGR : SU 49835 97095	
	LL: 51.67042613635631, -1.280772288854426	
Administrative Areas	12 Fig : 449835,197095	
Auministrative Areas	Country : England	
	County/Local Authority : Oxfordshire	
	Local Authority District : Vale of White Horse	
	Parish : Abingdon on Thames	
Project Methodology	The watching brief excavations comprised a small area of ground-reduction, and a series of foundation footings associated with the construction of a new porch. The excavation area measured 2.40m by 1.90m. The width of the foundation excavations measured roughly 0.50m. They were orientated east/north-east by west/south-west and north/north-west by south/south-east. The general ground reduction measured c.0.30m below the current ground level, while the foundation excavations reached a maximum depth of 0.90m below ground level. The excavation of these trenches were not monitored by an archaeologist on site as John Moore Heritage Services were not informed when the groundworks had begun. An archaeologist did attend site after being informed by the client that groundworks had taken place. Archaeological finds, where observed in situ, were recovered after manual cleaning.	
Project Results	During the course of the watching brief excavations, a substantial buried soil deposit was observed. In-situ finds recovered from this deposit included pottery, animal bone and glass. The pottery was dated to late 19th century or early 20th century. This deposit it most likely associated with activities in the yard area to the rear of the former building which occupied 1 Stert Street. Further remains included a series of modern foundation wall cuts as well as a series of modern made-ground and levelling deposits. No other archaeological features were uncovered.	
Keywords		
Funder	Private or public corporation Quay Associates	
HER	Oxfordshire HER - unRev - STANDARD	
Person Responsible for work	J Moore	
HER Identifiers		
Archives		

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