

East West Rail Phase 2

Land East of Charbridge Lane at Tythe Barn (2A: Access 3 & 4): A Written Scheme of Investigation for Archaeological Evaluation

Rev P01

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Executive Summary

This document is a Written Scheme of Investigation (WSI) setting out a methodology for an archaeological evaluation on land to the east of Charbridge Lane, Bicester, Oxfordshire (National Grid Reference (NGR): SP 60308 22652) ('the Site'). The Site is required for the relocation of the Tythe Barn wedding venue business access and visual impact mitigation ahead of the construction of East West Rail (EWR) and lies within the local authority administrative area of Cherwell District Council.

The Site is required for the relocation of the business access to mitigate traffic management issues arising from the EWR Phase 2 works. Additionally, the existing landscape bunds between the perimeter of the site and Charbridge Way shall be relocated to the east in line with the revised road layout so that the bunds continue to minimise the visual impact of Charbridge Way.

The exact scope of works has yet to be fully determined; however, the existing landscape bund will be fully excavated and transferred to a new position to the east. The Site will likely be stripped of topsoil in the areas of the new access road and across the footprint of the planned landscape bund. There may be a requirement for deeper excavations in some areas. These works may directly impact buried archaeological remains and as such, trial trenching is required at the Site to further determine the presence or absence of buried archaeological remains and the requirement for mitigation.

This WSI sets out the scope and methodology for an archaeological evaluation by trial trenching which will support a planning application and further inform any future programmes of mitigation.

1. Introduction

This WSI sets out the methodology for an archaeological evaluation by trial trenching at Land East of Charbridge Lane ('the Site'), required for works associated with the construction of the (EWR) Phase 2. The Site comprises land required as provision for the relocation of the Tythe Barn wedding venue business access and provision of visual impact mitigation. The Site is centred on (NGR) SP 60308 22652. The Site lies within the local authority administrative area of Cherwell District Council. Archaeological advice to the Council is provided by Richard Oram, Planning Archaeologist for Oxfordshire County Council.

The proposed work will directly impact buried archaeological remains. There is potential for Iron Age and Romano-British remains to be present on the Site as trial trenching undertaken to the north of the Site at Compound 2A1 in 2019¹ as part of the EWR works revealed Late Iron Age/Romano British features thought to be related to land management.

This WSI sets out the scope and methodology for an archaeological evaluation by trial trenching which will support a planning application and further inform any future programmes of mitigation associate with the Tythe Barn access, and associated screening.

All works will be undertaken by a team of professional archaeologists and will be recorded using current Chartered Institute for Archaeologists (CIfA) standards.

2. Project Background

This WSI has been prepared by AOC Archaeology on behalf of East West Rail Alliance. This document will inform development works within the Site. The Site is intended as provision for the relocation of the Tythe Barn wedding venue business access and provision of visual impact mitigation. This will require the topsoil to be stripped from the areas of the new access road and landscape bund and may require deeper excavations in some areas which has the potential to truncate or remove archaeological deposits, should remains be present within the Site.

This WSI details the methods and standards to which the archaeological investigations will be undertaken and has been designed in accordance with current best archaeological practice and local and national standards and guidelines², and in conjunction with the Heritage Delivery Strategy³.

3. Site Location, Geology and Topography

The Site is located within Development Stage 2A1 of the EWR2 scheme (centred on NGR Ref: SP 60308 22652 Figure 1). The Site comprises an irregular shaped parcel of land of approximately 5.3ha located c.800m north-west of Launton. The Site is currently in use for park land as well as mature tree lines and hedgerows. Within the wider

¹ EWR Alliance, 2019b. *Compound A1: Land East of Bicester Road, Oxfordshire: An Archaeological Evaluation Report*. Unpublished report.

² Chartered Institute for Archaeologists (CIfA) (2014a). *Code of Conduct*; Chartered Institute for Archaeologists (2014b). *Standard and guidance for archaeological field evaluation*; Ministry of Housing, Communities and Local Government (MHCLG) (2019). *National Planning Policy Framework* (NPPF); Historic England (HE) (2015). *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide*.

³ EWR Alliance, 2019a. *Network Rail (East West Rail Bicester to Bedford Improvements) Order Heritage Delivery Strategy*. Unpublished Report

area, the Site is surrounded by further agricultural land with a scatter of residential houses to the east, and industrial units to the west.

The Site is situated on gently sloping ground, ranging from approximately 65-70m aOD (above Ordnance Datum). The underlying bedrock recorded within the north western half of the Site consists of Kellaways Sand Member Formation made up of interbedded sandstone and siltstone. The south eastern half of the site is recorded as being Peterborough Member Formation made up of Mudstone. No superficial deposits are recorded over any part of the Site¹.

4. Archaeological and Historical Background

Prehistoric (500,000 BC – AD 43)

There is an absence of evidence for Palaeolithic activity in the vicinity of the Site; evidence for Palaeolithic activity within the gravel terraces of the River Cherwell to the east of Bicester is sparse, possibly due to the natural geology of the area where alluvial deposits may mask the presence of early prehistoric remains⁴. Evidence of Palaeolithic activity within the Site, if present, is likely to comprise artefactual or palaeoenvironmental remains within deeper deposits and so is unlikely to be identified by geophysical survey. There are also no records of assets dating to the Mesolithic period within the immediate vicinity of the Site. There have, however, been several lithic scatters found in archaeological investigations in the vicinity of the Site near Bicester such as those recovered during evaluation works undertaken at Slade Farm, c. 2.2km north-west of the Site.

No evidence for Neolithic activity is recorded close to the Site. Neolithic remains are primarily based within the Thames valley close to the river's confluence with the River Thames approximately 18km south-west of the Site⁵; however, the absence of known Neolithic sites may be a result of limited archaeological investigation rather than limited activity during this period. Based on current evidence, there is deemed to be Low potential for remains of these periods to be present within the Site.

Despite a wealth of Bronze Age settlement and burial evidence to the west and south of Bicester, there is no evidence of Bronze Age activity in proximity of the Site. There is thus Low potential for remains of this period.

Iron Age activity is widespread across the Oxfordshire and Buckinghamshire landscapes and in the immediate vicinity of the Site. Late Iron Age pottery (MOX12667) was recovered from a modern ditch c. 150m to the north of the Site in 2002. Trial trenching as part of the EWR works undertaken to the north of the Site at Compound A1 in 2019⁶ revealed Late Iron Age/Romano British features thought to be related to land management and agricultural activity. The remains are thought to be peripheral domestic remains associated with a concentration of activity to the south. In addition, the remains of a Late Iron Age farmstead, field system and well (MOX23494) are recorded

⁴ Hardaker, T. (2014) The Lower and Middle Palaeolithic of Oxfordshire. In Hey, G and J, Hinds (eds) *Solent-Thames Research Framework*; Hey, G. 2014. Late Upper Palaeolithic and Mesolithic: Resource Assessment. In G. Hey, and J. Hind, (eds) *Solent-Thames Research Framework*

⁵ Network Rail, 2018. *Order Environmental Statement. Volume 2ii - Route Section 2*. Available at: <https://www.networkrail.co.uk/running-the-railway/railway-upgrade-plan/key-projects/east-west-rail/east-west-rail-western-section/>

⁶ EWR Alliance, 2019b. *Compound A1: Land East of Bicester Road, Oxfordshire: An Archaeological Evaluation Report*. Unpublished report.

400m south-west of the Site during works associated with the Bicester Park development⁷. There is High potential for Iron Age remains.

Romano-British (AD 43 – AD 410)

In 2019, trial trenching at Compound A1 to the north of the Site and the railway line was undertaken as part of the EWR works. During these works, features were identified which dated to the Iron Age/Romano-British period. These comprised ditches, pits and spreads containing ceramic material and are likely related to land management or agricultural activity e.g. land divisions; fields and paddocks. The spread of isolated features revealed no cohesive plan or field system and this activity is peripheral to any Iron Age/Roman domestic activity with the focus likely to be immediately to the south⁸, meaning the main area of activity may be located within the Site.

The high frequency of Romano-British activity recorded surrounding Alchester and in the vicinity of the Site suggests High potential for remains of this date. Dispersed rural settlement has been encountered beyond the limits of the major Romano-British centres such as Alchester in the region of Oxfordshire and along the 2A EWR route. Remains approximately 150m north of the Site were found in 2002 during an excavation at Bicester Perimeter Road (MOX12667; SMR Ref: 16540) where a ditch and posthole were recorded which contained bone and Iron Age and Romano-British pottery. Further Late Iron Age to Romano-British evidence was then encountered in 2004, c. 400m south-west of the Site (MOX23494; SMR Ref: 26122). A farmstead and field system dating to the 2nd and 3rd centuries AD was excavated with trackways and field ditches as well as two wells. There is high potential for Romano-British remains within the Site.

Early Medieval (AD 410 – AD 1066)

The Site lies directly to the east of Bicester. The modern settlement of Bicester evolved either side of a ford over the River Bure and close to the Saxon Minster of St Edburg's. The first group of farms were established in the vicinity of what became the Manor of King's End followed by a later settlement on the east side of the Bure which became the Manor of Market End⁹. However, no early medieval remains are recorded in the vicinity of the Site. It is likely that the Site was located within open or agricultural land beyond the limits of settlement. There is deemed to be Low potential for early medieval remains.

Late Medieval (AD 1066 – AD 1540)

The Site is likely to have been part of the larger medieval landscape which includes the area surrounding Launton, including further ridge and furrow fields and the deserted medieval settlement at Wretchwick c. 1.2km to the south-west. The manorial estates of Launton within the Hundred of Kirtlington is recorded in the Domesday Book (1086). The Site is situated beyond the limits of current settlement within Launton, and it is unlikely the borders of the village have ever extended this far, with much of the activity concentrated around the market cross (MOX5007), c. 200m east of the Site.

Remains of a mill mound and related earthworks have been recorded 350m to the north-west of the Site. The mound is mentioned on a map of Launton entitled 'Launton in Oxfordshire An(n)o.Domi 1607' which lists the field as 'Castall Meade'. Whilst the mound is not recorded on the map, the field name, which is derived from the Old English Castel, suggests the presence of an archaeological earthwork feature within the field. A trial trench

⁷ Northamptonshire Archaeology. 2004. *Bicester Park Phase 4, Archaeological Excavation, Assessment and Updated Project Design*. Unpublished report.

⁸ EWR Alliance, 2019b. *Compound A1: Land East of Bicester Road, Oxfordshire: An Archaeological Evaluation Report*. Unpublished report.

⁹ Ibid

investigation carried out in 2019 confirmed the presence of the mound and earthworks but did not establish its exact date¹⁰.

The Tythe Barn, which the Site is named, derives from the wedding venue situated to the east of the Site. A record of Manor Farm, to which The Tythe Barn belongs, appears in the Domesday Book and there is an unconfirmed history written up about how priests used to hide in the farmhouse during the English Civil War. Over 500 were secretly ordained by Bishop Skinner in the beautiful Norman Church of Launton, situated behind The Tythe Barn and there is believed to be a 'priests' tunnel' that runs from the farmhouse to the church. Historically the role of the Tythe Barn would have been to store all the produce provided by the local community and then a percentage of this would have been passed on to the landlord as a form of rent¹¹.

There is considered Medium potential for late medieval agricultural remains to be encountered within the Site.

Post-Medieval (AD1540 – c.1750) and Industrial Period (c.1750 – 1901)

At the start of the post-medieval period the area surrounding the Site was still predominantly rural and the pattern of open-field cultivation prevailed. Although small enclosures of pasture appear to have been granted in the fourteenth century, a two-field system of cultivation endured until at least the end of the sixteenth century¹².

Prior to the Inclosure Acts and Commons Acts of 1773 to 1882, the process of enclosure within the area appears to have been predominantly piecemeal, with the earliest example of which can be seen at Launton. The enclosures led to the loss of open fields system and associated common land, and the creation of the regular, rectilinear field systems. By the early 19th century, the process was largely complete.

Historic mapping¹³ shows the Site within agricultural fields to the north-west of Launton, beyond the limits of settlement. The Site is shown to have extended across several agricultural fields in the early 20th century. The layout of these fields was then reorganised due to the installation of the railway line in mid-19th century. Later mapping shows the Site still within agricultural fields beyond Launton to the east of Charbridge Lane. The only noted features within the Site are field boundaries, water tanks for agricultural practices and a footpath aligned east to west between Charbridge Lane and Launton village.

Modern Period (Post-1901)

As part of the modern development and expansion of Bicester, modern and larger road schemes replace earlier routes and new industrial parks were created to the west and north. However, no development has occurred within the Site and there have been minimal changes to the agricultural fields which the Site occupies, as illustrated on historic mapping¹⁴. The only other areas with remaining open fields lie to the northeast and south. There are no recorded modern heritage assets within the Site.

¹⁰ EWR Alliance, 2020. East West Rail Phase 2: Land West of Bicester Bypass, Charbridge Lane Overbridge Diversion, Oxfordshire: An Archaeological Evaluation Report Unpublished report.

¹¹ The Tythe Barn Website, 2020

¹² VCH, 1959. 'Parishes: Launton', in *A History of the County of Oxford: Volume 6*, ed. Mary D Lobel (London, 1959), pp. 232-243

¹³ Stanley, W., 1815. *Bicester*; Ordnance Survey, 1881. *Oxfordshire XXIII.7*. 25 Inch. Surveyed: 1880. Published: 1881; Ordnance Survey, 1885. *Oxfordshire XXIII*. Six Inch. Surveyed: 1875 to 1880. Published: 1885

¹⁴ Ordnance Survey, 1900. *Buckinghamshire XXI*. Six Inch. Surveyed: 1875 to 1880. Published: 1885; Ordnance Survey, 1919. *Oxfordshire XXIII*. Six Inch. Surveyed: 1919. Published: 1921; Ordnance Survey, 1923. *Buckinghamshire XXI*. Six Inch. Surveyed: 1919 to 1921. Published: 1923; Ordnance Survey, 1952. *Buckinghamshire XXI.NE* Six Inch. Surveyed: 1950. Published: 1952.

Historic Landscape Character

The present character of the Site can be defined as probable pre-18th century regular type enclosure, interrupted by a later 19th century railway line to the south and east. Surrounding fields are characterised in a similar way but are of an irregular nature.

5. Previous Works

LiDAR data has been analysed and ridge and furrow and historic field boundaries look to be present on the Site.

6. Aims of the Work

The archaeological evaluation by trial trenching will aim to determine the location, extent, date, character, condition, significance and quality of any surviving archaeological remains liable to be threatened by the proposed development. Whilst informing the planning application, the works will also link into the Heritage Delivery Strategy which outlines the Specific Research Objectives (SROs) that the work on EWR2 may address¹⁵. The works will also link into the existing archaeological research framework for the area; the *Solent-Thames Research Framework for the Historic Environment Assessments and Research Agendas*¹⁶.

The general aims of the investigation are defined as being:

- To establish the presence/absence and significance of archaeological remains within the Site.
- To determine the extent, condition, nature, character, quality and date of any archaeological remains encountered.
- To record and sample excavate any archaeological remains encountered.
- To assess the eco-factual and environmental potential of any archaeological features and deposits.
- To assess and investigate the palaeoenvironmental potential of the Site.
- To determine the extent of previous truncations of the archaeological deposits.
- To enable the Planning Archaeologist for Oxfordshire County Council to make an informed decision on the archaeological response to the approval of TWAO Planning Condition 9(b) and to the separate Planning Permission and any requirement for mitigation.
- To make available to interested parties the results of the investigation.

The specific aims of the evaluation are defined as being:

- To better understand the character and organisation of medieval and post-medieval ridge and furrow and field systems.
- Identify the potential for archaeological remains which pre-date the medieval and post-medieval ridge and furrow and field systems – are they Iron Age or Romano-British?

¹⁵ EWR Alliance, 2019a. *Network Rail (East West Rail Bicester to Bedford Improvements) Order Heritage Delivery Strategy*. Unpublished Report Section 4.4

¹⁶ Hey, G. and Hind, J. (2014) *Solent-Thames Research Framework for the Historic Environment Resource Assessments and Research Agendas*. Project Report. Oxford Wessex.

If features associated with the Iron Age and Romano-British period are encountered, they may have potential to contribute to the following objectives within the Heritage Delivery Strategy¹⁷:

- **SRO09:** What is the evidence for pre-Iron Age phases of enclosure, and to what extent were Iron Age and Romano-British field systems and settlement influenced by earlier structuring of the landscape?
- **SRO18:** Can we investigate continuity of local traditions by excavating sites with well-preserved deposits of both Late Iron Age and Romano-British date?
- **SRO22:** Can we provide new insight into Romano-British crafts, trade and industries, particularly pottery, ironworking and stone?
- **SRO23:** The Romano-British period saw the beginning of more established infrastructure network. Can we investigate the development of these routes, trackways and roads and the influence they had on landscape change?
- **SRO25:** Identify evidence for late Roman occupation and attempt to identify any continuity in settlement patterns between the end of the Romano-British period and the early medieval period.

7. Scope of Works and Strategy

The trial trenching programme has been devised to target areas of archaeological potential identified by the geophysical survey works as well as to provide coverage across the Site. This will enable a better understanding and characterisation of the archaeological potential of the Site and, if necessary, devise an appropriate mitigation strategy to minimise the impact development upon the archaeology. The scope of works has been agreed with Richard Oram, Planning Archaeologist for Oxfordshire County Council.

The programme of archaeological trial trenching (Figure 2) will allow for a 4% sample of the Site in order to gain an understanding of its archaeological potential and if necessary devise a mitigation strategy to minimise the impact of development upon the archaeology. A 2% contingency will allow for further trenching should questions require addressing within the field. A 4% sample of the Site equates to 23 trenches, measuring 30m x 1.8m.

All the trenches will be machine excavated under supervision of an appropriately qualified archaeologist. The trench locations are shown on Figure 2 in Appendix A.

Care should be taken not to damage archaeological deposits through excessive use of mechanical excavation. While the surface of the exposed archaeological horizon should be cleaned for the purpose of clarifying the remains, archaeological features should generally only be sampled sufficiently to characterise and date them. Full excavation of features should not be undertaken at the evaluation stage. Some of the approach to the revealed archaeology should only be agreed on site during monitoring, once any features have been revealed. Spoil heaps shall be monitored to allow analysis of the spatial distribution of artefacts.

¹⁷ EWR Alliance, 2019a. *Network Rail (East West Rail Bicester to Bedford Improvements) Order Heritage Delivery Strategy*. Unpublished Report Section 4.4

Onsite conditions may mean that trenches have to be re-located. Any changes to the proposed trench plan will be discussed and agreed with EWR Alliance and Richard Oram, Planning Archaeologist for Oxfordshire County Council.

No trenches will be backfilled until they have been signed off following a monitoring visit or via email by Richard Oram, Planning Archaeologist for Oxfordshire County Council.

The archaeological evaluation and subsequent post-excavation will conform to current best archaeological practice and local and national standards and guidelines¹⁸. Richard Oram, Planning Archaeologist for Oxfordshire County Council, will be sent a copy of the draft report before a final version is produced or submitted as part of any planning application.

Insurances, copyright and confidentiality and standards are defined in Appendix B.

A unique site code for the project will be created and this will be used as the site identifier for all records produced. An accession number will also be applied for from Oxfordshire Museum Services.

The fieldwork and reporting will be undertaken by AOC Archaeology on behalf of EWR Alliance. The work will be managed by Melissa Melikian. The field team will consist of experienced archaeologists; CV's of which can be supplied upon request.

8. Archaeological Evaluation Methodology

Service plans have been provided for the Site. All trenches in the evaluation area will be CAT scanned prior to any excavation.

Welfare will be located on Site to minimise impact on the Site and the surrounding landscape and environment.

The trenches will be opened using a mechanical excavator equipped with a toothless bucket measuring 1.8m in width. It will be carried out under constant archaeological direction and control of an archaeologist.

Undifferentiated topsoil or overburden of recent origin will be removed in successive level spits down to the first significant archaeological horizon, or the natural geology, whichever is encountered first. Spoil will be monitored for artefacts and topsoil and subsoil will be stored separately. This will be metal detected for archaeological materials, if practicable.

On completion of machine excavation, all faces of the trench that require examination or recording will be cleaned using appropriate hand tools. All investigation of archaeological horizons will be by hand, with cleaning, inspection, and recording both in plan and section.

Sufficient of the archaeological features and deposits identified must be excavated by hand through a specified or agreed sampling procedure to enable their date, nature, extent and condition to be described. No archaeological deposits should be entirely removed unless this is unavoidable. It is not necessarily expected that all trial trenches

¹⁸ Campbell, Moffett and Straker (2011) *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation*; Chartered Institute for Institute for Archaeologists (CIfA 2014a). *Code of Conduct*; Chartered Institute for Archaeologists (2014b). *Standard and guidance for archaeological field evaluation*. Historic England (2015). *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide*; Museum of London (1994). *Archaeological Site Manual (Third Edition)*; Watkinson, D and Neal, V (2001). *First Aid for Finds*; United Kingdom Institute for Conservation (UKIC) (1990). *Guidance for Archaeological Conservation Practice*.

will be fully excavated to natural subsoil, but the depth of archaeological deposits across the whole site must be assessed. The stratigraphy of all trial trenches should be recorded even where no archaeological deposits have been identified. Some of the approach to the revealed archaeology should also be only agreed on site during monitoring, once any features have been revealed.

EWR Alliance will be informed as soon as possible of the discovery of any unexpected archaeological remains or changes in the programme of ground works on Site.

Records will be produced using either pro-forma context or trench record sheets compatible with those published by the Museum of London¹⁹, and features will be planned according to the single context method.

A full photographic record will be maintained using a digital SLR camera to produce RAW and JPEG images.

A record of the full sequence of all archaeological deposits as revealed in the evaluation will be made. Plans and sections of features will be drawn at an appropriate scale of 1:10 or 1:20, as appropriate. Trench locations will be surveyed using a differential GPS (Trimble). The actual areas of ground disturbance and any features of archaeological interest will be accurately located on a site plan and to a known, permanent location. A site grid will be accurately tied into the National OS Grid and located on the 1:2500 map of the area.

Bulk samples, 20L for wet and 40L for dry contexts of will be taken from appropriate contexts for the recovery and assessment of environmental data. Provision will be made for column and other appropriate samples to be taken. Sampling methods will follow Historic England guidelines²⁰.

Monolith and kubiena box samples should be taken where necessary to allow for specialist analysis of deposits. The location and depth should be accurately recorded, and all samples should be taken with a 50mm overlap where more than one monolith is required. Column samples should also be taken down the length of a section where appropriate. These samples should be neatly packed and secured with plastic and rubber bands. All samples will be appropriately and clearly labelled with site codes, context details and sample information using permanent ink.

In waterlogged conditions, it is possible that timbers will survive below ground. Where there is potential for timbers to be dated, they should be sampled following Historic England guidelines.²¹

A metal detector will be made available on site to aid in the recovery of artefacts if required. The detector will not be set to discriminate against iron.

Any finds of human remains will be left *in situ*, covered and protected and the coroner will be informed immediately. If removal is essential a Licence will be sought from the Home Office. The Oxfordshire County Council Archaeological Officer will also be informed.

Any finds covered by the provisions of the Treasure Act (1996, amended 2003, 2008) and Treasure (Designation) Order 2002²², including gold and silver, will be secured and preserved *in situ* until a view can be obtained from the Portable Antiquity Scheme officer.

¹⁹ Museum of London (1994). *Archaeological Site Manual (Third Edition)*

²⁰ Campbell, Moffett and Straker (2011) *Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation*

²¹ Historic England, 2010. *Waterlogged Wood: Guidelines to the Recording, Sampling, Conservation and Curation of Waterlogged Wood.*

²² MSO (1996, revised 2002, 2008) *Treasure Act 1996.*

All identified finds and artefacts will be collected and retained. Certain classes of material, i.e. post-medieval pottery and building material may be discarded after recording if a representative sample is kept. No finds will be discarded without the prior approval of the Oxfordshire County Council's Archaeological Adviser.

Spoil heaps shall be monitored to allow analysis of the spatial distribution of artefacts.

Finds will be studied to provide a date range of the assemblage with particular reference to pottery. In addition, the artefacts will be used to characterise the Site, and to establish the potential for all categories of finds should further archaeological work be necessary.

All finds and samples will be treated in a proper manner and to standards agreed in advance with the recipient museum. Finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in United Kingdom Institute for Conservation's Conservation Guidelines No. 2.²³

Provision for onsite conservation and finds treatment, in addition to any scientific dating of materials uncovered, will be undertaken where appropriate.

Upon completion of the evaluation, the trenches will be backfilled and compacted with the machine bucket only.

Oxfordshire County Council Archaeological Services (OCCAS) will monitor progress and standards throughout the project. The Planning Archaeologist for Oxfordshire County Council shall be notified of the start date at least two weeks prior to commencement of work in order to arrange a date for the monitoring visit(s).

Upon completion of the project the landowner and the relevant museum will be contacted regarding the preparation, ownership and deposition of the archive and finds.

9. Report Preparation

Upon completion of the evaluation, the stratigraphic record and all excavated material from the Site will be reported on. Within three months of completion of the work on site, these results will be presented as an archaeological evaluation report or a post-excavation assessment report.

The report will include, as a minimum:

- A non-technical summary containing the essential elements of the results preceding the main body of the report.
- A table of contents.
- An introduction including a list of all staff members involved in the project.
- Summary geological, archaeological and historical background details for the Site.
- A statement of the aims of the project.
- A statement of the methodology of the excavation and an assessment of the same.
- A table summarising any descriptive text showing, per trench, the features and interpretation.
- Plans and sections at an appropriate scale cross-referenced with the written description.
- Appropriate maps, photographs and artefact drawings.
- A discussion of the location, extent, date, nature, condition, quality and significance of any archaeological deposits identified during the work.
- All finds and environmental specialist reports.

²³ United Kingdom Institute for Conservation, 1983. *Conservation Guidelines No. 2.*

- An interpretation of the results of the excavation in relation to archaeology in the vicinity and an identification of any significance and research implications arising i.e. consideration of the archaeological evidence from within the site set in its broader landscape setting.
- A bibliography of sources consulted.
- Context register.

A list of specialist staff that may be used for assessment and analysis of samples and artefacts is given in Appendix B.

Richard Oram, Planning Archaeologist for Oxfordshire County Council, will be sent a copy of the draft report before a final version is produced or submitted as part of any planning application. Once finalised, copies of the report (paper & electronic) will also be submitted to be deposited in the relevant HER.

Any significant variation in the project design, including timetables, proposed after the agreement of the proposals must be acceptable to the Planning Archaeologist for Oxfordshire County Council.

An OASIS form will be completed, and a paper copy will be appended to the report. An electronic copy of the post-excavation assessment report will be deposited with the Archaeological Data Service (ADS).

10. Archive Preparation

The Site archive for the archaeological investigations will comprise all artefacts, environmental samples and written and drawn records. It is to be consolidated after completion of the whole project, with records and finds collated and ordered as a permanent record. Archaeological finds rarely have any monetary value, but they are an important source of information for future research, included in museum exhibits and teaching collections. The Chartered Institute for Archaeologists²⁴ and the Society of Museum Archaeologists²⁵ recommend that finds are publicly accessible and that landowners donate archaeological finds to a local museum. The receiving museum will be Oxfordshire Museums Service who will be contacted prior to the commencement of the evaluation works.

On completion of the project, arrangements will be made for the archive to be deposited with the Oxfordshire Museums Service and with the landowner. This will be prepared in the format agreed with Oxfordshire Museums Service, as per their published guidance²⁶ and direct consultation, and following national guidance.²⁷

In the event of the legal owner(s) resolving to retain all or part of the Site archive, they shall be responsible for the future preservation and maintenance of any material element of that archive. That part of the Site archive in question, shall be transferred to the legal owner only after; all necessary processing, research, analysis and investigative/stabilising conservation and correct packing necessary to prepare the archive for preservation and in a usable, accessible form, and to produce a full report for publication, has been completed. The owner shall ensure that all necessary provision is made for the long-term preservation of the archive in a satisfactory environment, and that it is accessible for future research. A proper record of material to be kept by the landowner shall be included in

²⁴ Chartered Institute for Archaeologists (2014e). *Standards and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives*.

²⁵ Society of Museum Archaeologists (1993). *Selection, Retention and Dispersal of Archaeological Collections*; Society of Museum Archaeologists (1995) *Towards an Accessible Archaeological Archive – The Transfer of Archaeological Archives to Museums: Guidelines for use in England, Northern Ireland, Scotland and Wales*.

²⁶ Oxfordshire Museums Service (2019). *Requirements for Transferring Archaeological Archives: April – September 2019*.

²⁷ Archaeology Data Service/ Digital Antiquity (2011). *Guides to Good Practice*. Archaeology Data Service, University of York; Brown D H (2011). *Archaeological Archives: A Guide to Best Practice in Creation, Compilation, Transfer and Curation. Second Edition*. Published by IfA on behalf of the Archaeological Archives Forum (AAF)

the written archive and public record. The explicit (written) permission of the owner shall be obtained in order that the Data Protection Act 2018²⁸ is not contravened.

In the case where finds are retained, landowner consent will be required to allow transfer of the finds to Oxfordshire Museum Service. A Deed of Transfer will be drawn up by the Oxford Museum Service for signing by the landowner. The complete finds inventory and further finds information can be provided to the landowner, on request.

The Site archive will be deposited with Oxfordshire Museum Services within one year of the completion of fieldwork (if no further work is required). It will then become publicly accessible after an appropriate period of time (generally not exceeding six months).

11. Health and Safety

Health and Safety will take priority over all other requirements. A conditional aspect of all archaeological work is both safe access to the area of work and a safe working environment.

The project will be carried out in accordance with safe working practices and under the defined Health and Safety Policy. The Construction (Design and Management) Regulations 2015 (CDM) may apply to the archaeological work depending on whether contractors other than the archaeological team are present on the Site.

A separate Risk Assessment/Method Statement (RAMS) will be prepared prior to the commencement of the fieldwork. The RAMS will include specific protocols relating to the COVID-19 pandemic, during which the work will likely be undertaken.

Staff present on site will be required to wear the appropriate Personal Protective Equipment (PPE), which will be issued as necessary. Welfare facilities will be provided by AOC Archaeology.

Where AOC is not the main contractor on a site the main contractor's Risk Assessment will have primacy over the AOC document given that:

- The main contractors' risk assessment is aware of, and takes account of, AOC's working practices – i.e. it does not compromise normal and safe archaeological procedure as set out in our Written Scheme of Investigation and Risk Assessment.
- AOC was notified of the full suite of hazards present prior to arriving on site.
- There is a proper induction and monitoring process in place and AOC staff have been through this process.
- There is no significant conflict between AOC H&S procedures and those proposed by the main contractor.
- AOC are made aware of new threats or hazards as they arise during the course of our on-site involvement.

12. General

The methodologies of the WSI will be met in full where reasonably practicable.

Any significant variations to the proposed methodology will be discussed and agreed with EWR Alliance and the County Archaeologist for Oxfordshire in advance of implementation.

²⁸ UK Government (2018). *Data Protection Act 2018*.

The scope of fieldwork is aimed at meeting the aims of the project in a cost-effective manner. Attempts will be made to foresee all possible site-specific problems and make allowances for these. However, there may on occasion be unusual circumstances, which have not been included in the programme and costing. These can include:

- unavoidable delays due to extreme bad weather, vandalism etc.
- extensions to feature excavation sample sizes requested by the Oxfordshire County Council's Archaeological Advisor.
- complex structures or objects, including those in waterlogged conditions, requiring specialist removal.

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Appendices



Appendix A. **Figures**



KEY



PROPOSED RED LINE BOUNDARY

SCALE 1:1000

Rev	Date	Description of Revisions	J.S.	R.P.	M.P.
A01	03/03/20	FOR PLANNING			
Status					

SHARED - for Information S2

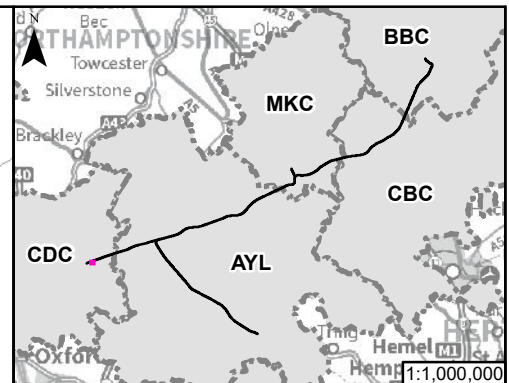
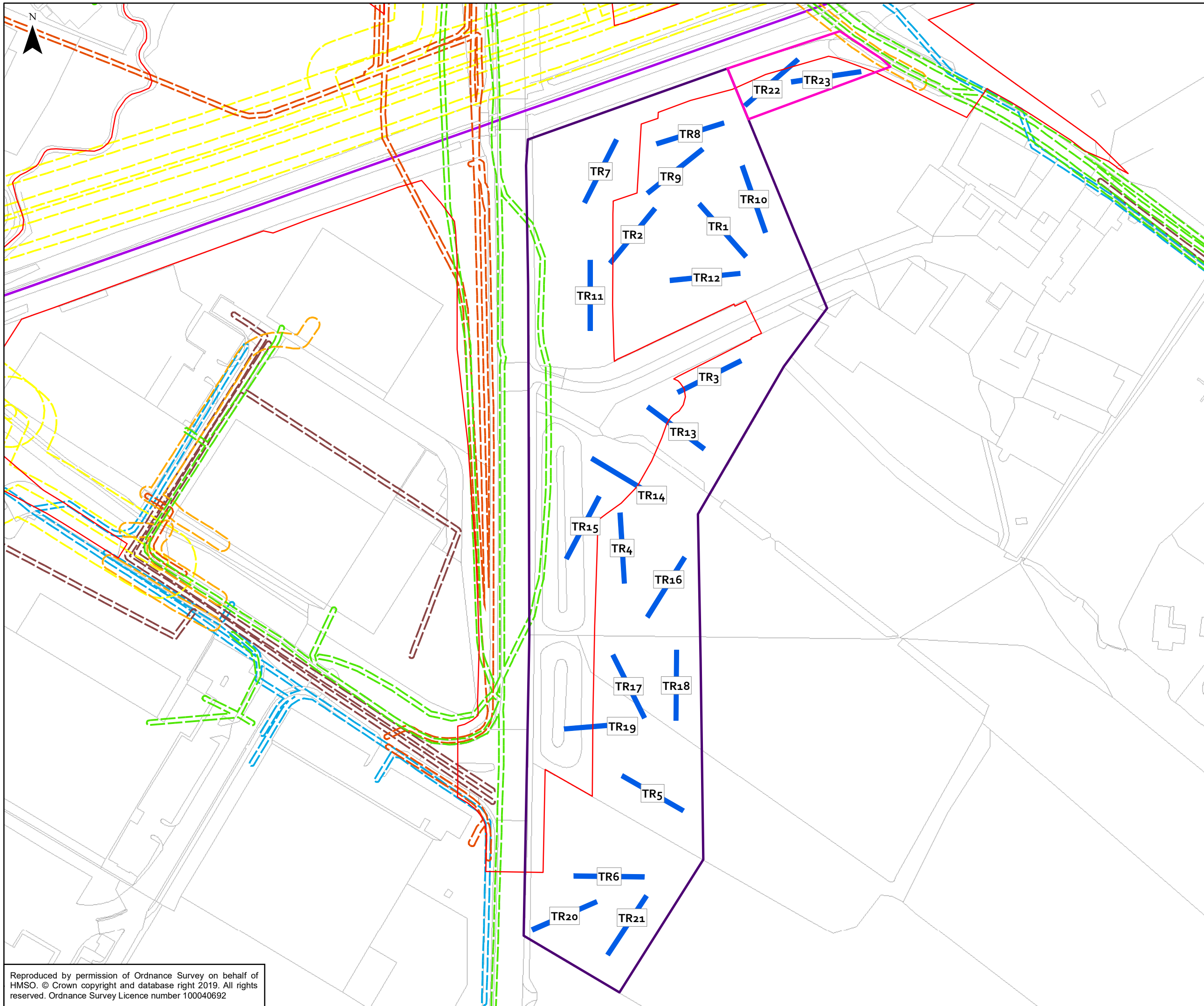


Project
**East West Rail
(Western Section)
Phase 2**

Drawing Title
**THE TYTHE BARN, LAUNTON
LOCATION PLAN**

Designed	Jack Skellern	Signed	J. Skellern	Date	26/02/20
Drawn	Jack Skellern	Signed	J. Skellern	Date	12/12/19
Checked	Rhiannon Pierce	Signed	R. Pierce	Date	26/02/20
Approved	Mike Podmore	Signed	M. Podmore	Date	26/02/20

Scale(s)	1:1000	ELR - Project Chainage (Miles Yards)	OXD -
Design Package Risk Classification	Normal	Sheet	1 of 1
Alternative Reference		Revision	A01
Drawing Number	133735_2A-EWR-OXD-XX-DR-L-019032		



- PROJECT EXTENTS
- DEVELOPMENT STAGE 2A1
- SCHEME BOUNDARY
- - - LOCAL AUTHORITY BOUNDARY
- - - TELECOMS CABLES 1M EXCLUSION ZONE
- - - BURIED HIGH VOLTAGE CABLES 1M EXCLUSION ZONE
- - - BURIED LOW VOLTAGE CABLES 3M EXCLUSION ZONE
- - - HIGH PRESSURE GAS MAIN 15M EXCLUSION ZONE
- - - MEDIUM PRESSURE GAS MAIN 15M EXCLUSION ZONE
- - - LOW PRESSURE GAS MAIN 15M EXCLUSION ZONE
- - - FOUL WATER PIPES 1M EXCLUSION ZONE
- - - SEWER PIPES 1M EXCLUSION ZONE
- - - WATER SUPPLY MAINS 1M EXCLUSION ZONE
- SITE BOUNDARY
- ALLOWANCE FOR BUND
- PROPOSED EVALUATION TRENCH

0 15 30 45 60 75 Metres					
P01	13/11/18	1ST ISSUE (TA) SCHEME BOUNDARY 04/06/2018	KS	RS	SF
Rev	Date	Description of Revisions	Dsnd	Chkd	Appr
Status	Suitability				A1
PUBLISHED - STAGE APPROVED					



Project
THE NETWORK RAIL (EAST WEST RAIL BICESTER TO BEDFORD IMPROVEMENTS) ORDER

Drawing Title
**FIGURE 1
 PROPOSED EVALUATION TRENCH**

Designed	Laura O'Connor	Signed	<i>LO</i>	Date	14/05/2020
Drawn	Laura O'Connor	Signed	<i>LO</i>	Date	14/05/2020
Checked		Signed		Date	14/05/2020
Approved		Signed		Date	14/05/2020

Scale(s)	1:1,500	ELR & Project Chainage	N/A
Design Package Risk Classification	NORMAL	Sheet	1 of 1
Alternative Reference	Alternative_Ref	Revision	P01
Drawing Number	XXX		

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Appendix B. General

A.1. Insurances

AOC holds Employers Liability Insurance, Public Liability Insurance and Professional Indemnity Insurance. Details can be supplied on request.

AOC will not be liable to indemnify the client against any compensation or damages for or with respect to:

- damage to crops being on the Area or Areas of Work (save in so far as possession has not been given to the Archaeological Contractor)
- the use or occupation of land (which has been provided by the Client) by the Project or for the purposes of completing the Project (including consequent loss of crops) or interference whether temporary or permanent with any right of way light air or other easement or quasi easement which are the unavoidable result of the Project in accordance with the Agreement
- any other damage which is the unavoidable result of the Project in accordance with the Agreement
- injuries or damage to persons or property resulting from any act or neglect or breach of statutory duty done or committed by the client or his agents servants or their contractors (not being employed by AOC Archaeology or for or in respect of any claims demands proceedings damages costs charges and expenses in respect thereof or in relation thereto)

Where excavation has taken place trial pits will be backfilled with excavated material but will otherwise not be reinstated unless other arrangements have previously been agreed. Open area excavations normally will not be backfilled but left in a secure manner unless otherwise agreed.

A.2. Copyright and Confidentiality

AOC Archaeology will retain full copyright of any commissioned reports, tender documents or other project documents under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide an exclusive license to the Client in all matters directly relating to the project as described in the Written Scheme of Investigation.

AOC will assign copyright to the client upon written request but retains the right to be identified as the author of all project documentation and reports as defined in the Copyright, Designs and Patents Act 1988.

AOC will advise the Client of any such materials supplied in the course of projects, which are not AOC's copyright.

AOC undertake to respect all requirements for confidentiality about the Client's proposals provided that these are clearly stated. In addition, AOC further undertakes to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that Clients respect AOC's and the Institute of Field Archaeologists' general ethical obligations not to suppress significant archaeological data for an unreasonable period

A.3. Standards

AOC conforms to the standards of professional conduct outlined in the Institute of Field Archaeologists' Code of Conduct, the IFA Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology, the IFA Standards and Guidance for Desk Based Assessments, Field Evaluations etc., and the British Archaeologists and Developers Liaison Group Code of Practice.

Where practicable AOC will liaise with local archaeological bodies (both professional and amateur) in order that information about particular sites is disseminated both ways (subject to client confidentiality).

A.3.1. Specialist Staff

The following specialist staff may be used on this project depending on the type of artefacts and soil samples recovered during the course of the fieldwork. Further specialist staff may be required in some instances.

Environmental Assessment/analysis (seeds and charcoal)	Alys Vaughan-Williams	Freelance
Animal Bone	Matilda Holmes	Freelance
Roman Ceramic Building Material (CBM)	Andrew Peachey	Arch. Solutions
Post-Medieval CBM	Les Capon	AOC
Clay Tobacco Pipes	Kylie McDermott	AOC
Soils and sediments analysis	Rob Batchelor	QUEST
Finds Illustrations	Les Capon	AOC
Roman Glass	Angela Wandle	Freelance
Flint	Rob Engl	AOC
Prehistoric-Post Medieval Pottery	Lorraine Mephram	Wessex Archaeology
Post-Medieval Pottery	Kylie McDermott	AOC
Human Skeletal Remains	Mara Tesorieri	AOC
Conservation	Gretel Evans	AOC
Post-Medieval Coins, Metal and Glass	Andrew Morrison	AOC
Roman/Medieval Coins	Andrej Celovsky	AOC
Iron Age/Roman Metal	Helen Chittock	AOC
Industrial	Dawn McLaren	AOC
Wood	Anne Crone	AOC
Pollen assessment/analysis	Paula Milburn	AOC
Molluscs	Greg Campbell	Freelance
Geoarchaeology	Rob Batchelor	QUEST
Paleoentomology	Enid Allison	Canterbury Archaeological Trust