

**Appendix 1:
Questionnaire Guidelines and
Questionnaire**

Questionnaire Guidelines

- Make sure database is active for the site and check the comments box for any information that might be needed and also if the landowner owns more than one site.
- Retrieve map(s) and make sure that you have the right map(s) for the right owner and that you understand the fields marked out in each.
- Begin telephone Interview.

Introductory Questions/Statements

- State who you are and that you work for Oxford Archaeology.
- Remind them of the letter you sent and that you are phoning up for the interview.
- Ask if it is convenient to talk?
If **NO** then make sure that you get a more convenient time to ring back, checking that you can use the same telephone number and end conversation.
If **YES** then do a quick discussion of what the project is about and how we are looking specifically at monuments under crop cultivation. If multiple fields then explain that there will be a questionnaire for each.
- If multiple fields, ask about the fields in question: what crop is grown on each and whether the history is the same?
If **NO** explain that for the first field you would ask the full set of questions but for the latter fields only targeted questions. If many fields/sites then ask if they would be willing to discuss them all or talk for a limited time period then begin by explaining the 6 topics within the questionnaire. See below.
If **YES** continue by explaining the 6 topics within questionnaire. See below.

6 topics:

- The interview details
- The land manager's familiarity with the archaeology
- Landuse questions
- Current management initiatives
- Potential for management action
- Fieldwork

Now begin.

At 20 minutes (+5 minutes for multiple sites) ask if they wish to continue?

Contacting Occupier

If the owner states that you need to speak to the occupier of the site, then:

- Ask them if they have sent on the information to the occupier
If **YES** then find out when, to leave enough time before contacting the occupier.
If **NO** then send a contact letter out to occupier before telephoning them.
- Check that the details of the occupier on the database are correct and check we have the telephone number

Questionnaire

PHASE 2.1B: LANDHOLDER INTERVIEW							
INTERVIEW DETAILS							
Site Information							
Telephone Number		Site name		OA Site No.		Field No.	
Is the site a Scheduled Monument?						Yes/No	
Section A							
Are you happy to carry out this interview on the phone		Yes/No	If not, would you prefer it if we visited you at a later date to conduct the interview			Yes/no	
Date of Interview		Name of OA Interviewer		Name of landowner/tenant interviewed			
Section B							
Has this form been filled out directly by landowner/tenant		Yes/No	If so, name of landowner/tenant filling in form				
How long have you owned/farmed the area of land containing the archaeological site shown on the map accompanying the initial letter?					years		months
Comments							
1. LAND MANAGER'S FAMILIARITY WITH THE ARCHAEOLOGY							
1.1 Were you aware that there is a scheduled monument/archaeological site* in the area indicated on the map sent with the initial letter?						Yes/No	
1.2 Do you have an idea of what this monument/archaeological site* is?						Yes/No	
1.2a If YES do they know? (record responses)	Type of site						
	Date of Site						
	Other details known?						
1.3 Were you aware that the scheduled monument on your holding represents a nationally important archaeological site?						Yes/No	
1.4 Are you aware of any other historic or archaeological features on your holding?						Yes/No	
1.5 Have you discussed the archaeology on your holding with an archaeologist (including EH Field Monument Warden)?						Yes/No	
* for non-scheduled sites <i>italics</i> - not for non-scheduled sites							
Comments							

2. LANDUSE QUESTIONS					
Drainage					
2.1 Are you aware of any drainage and/or soil enhancement measures which are actively in use within the field containing the monument?					Yes/No
2.1a If YES, does this include:	Pipe (clay/plastic)	Yes/No	Date Installed		
	Moling	Yes/No	Date last carried out		
	Subsoiling/ Panbusting	Yes/No	Date last carried out		
	Other	Yes/No	Date last carried out		
2.2 If the field is drained, then do you know what the typical spacing between the drains is?					
Soil Loss					
2.3 Have you applied any materials to compensate for soil loss or to bulk up the soil in the field containing the monument?					Yes/No
2.3a If YES, what was used:	Soil	Yes/No	Date last carried out		
	Other	Yes/No	Date last carried out		
Comments:					
Primary cultivation systems					
2.4 Are you aware of the main types of primary cultivation systems that have been carried out in the field containing the monument in the last ten years?					Yes/No
2.4a If YES, does this include:	Inversion ie using Discs or plough	Yes/No	From		Until
	Usual depth of disc/plough				
	Non-inversion ie using tines or direct drilling	Yes/No	From		Until
	Usual depth of tines/drill				
	Other (and depth)		From		Until
	Has de-stoning/clod separation taken place in the field	Yes/No	From		Until
2.5 What is the current cultivation regime in field containing the monument?					
Comments					

Crops			
2.6 Are you aware of the main types of crops that have been grown in the field containing the monument in the last ten years?		Yes/No	
2.6a If YES, does this include:	Combinable crops	Yes/No	
	Root/tuber crops	Yes/No	
	Short Rotation Coppice	Yes/No	
	Set-aside	Yes/No	
	If YES to set-aside, what was it used for?	Natural Regeneration	Yes/No
		Sown cover crop	Yes/No
		Industrial crop	Yes/No
	Short term ley	Yes/No	
Other			
2.7 What is the current crop in the field containing the monument?			
	Type		
	Harvest date		
2.8 What crop rotations are you currently using in this field?			
2.9 Do you know what crops are planned for in the field containing the monument in the future?		Yes/No	
2.9a If YES, does this include:	Combinable crops	Yes/No	
	Root/tuber crops	Yes/No	
	Short Rotation Coppice	Yes/No	
	Set-aside	Yes/No	
	If YES to set-aside, what will it be used for?	Natural Regeneration	Yes/No
		Sown cover crop	Yes/No
		Industrial crop	Yes/No
	Short term ley	Yes/No	
Other			
2.10 Is your holding organic?		Yes/No	
2.11 Is your holding likely to be organic in the future?		Yes/No	
Comments			

2.12 Are you aware that cultivation could potentially affect the archaeological site in the field in question?		Yes/No
2.12a If YES:	Do you think that this may be happening to this archaeological site	Yes/No
2.12b If YES:	Do you take any precautions that may minimize this affect?	Yes/No
2.12c If YES:	What are the measures that you take which may minimize this affect?	
2.13 Do you have any soil erosion problems within the field containing the monument		Yes/No
2.13a If YES:	Do you undertake any soil conservation measures to protect soil from erosion in this field?	Yes/No
2.13b If YES:	What are the measures that you take which may reduce soil erosion?	
Comments:		
3. Current management initiatives		
3.1 Is any of your land currently entered into a land management agreement?		Yes/No
3.1a If YES, what type?	Agri-environment scheme	Yes/No
	English Heritage scheme	Yes/No
	Other	
3.2 Is the area of the monument under any land management agreement designed to protect it?		Yes/No
3.2a If YES, what type?	Agri-environment scheme	Yes/No
	English Heritage scheme	Yes/No
	County Council scheme	Yes/No
	Other	
3.3 Do you have any plans to enter any management agreements for the land with the monument in?		Yes/No
3.3a If YES, what type?	Agri-environment scheme	Yes/No
	English heritage scheme	Yes/No
	Other	
Comments		

4. Potential for management action		
4.1 Do you have any notion as to how your farming system will respond to the prospect of decoupled support payments under the mid-term CAP review?		Yes/No
4.1a If YES how may this affect your farming system		
4.2 If a land management agreement was available to you to remove the site from arable cultivation and revert it to grassland, would you consider it?		Yes/No
4.2a If NO , what factors may dissuade you from taking up such an agreement?	No use for grassland as part of your farming regime	Yes/No
	Expiry of Class Consent (may require explanation)	Yes/No
	The site is in an awkward position in the field	Yes/No
	The incentives offered are not high enough	Yes/No
	There is too much hassle/bureaucracy/form filling	Yes/No
	Other	
4.3 If a land management agreement was available to you to practice less invasive cultivation on the site, would you consider taking it (ie minimal cultivation/or no-till)?		Yes/No
4.3a If NO , what factors may dissuade you from taking up such an agreement?	You are, or want to go, organic	Yes/No
	Increased risk of disease/weeds	Yes/No
	Increased risk of run-off	Yes/No
	Expiry of Class Consent (may require explanation)	Yes/No
	The site is in an awkward position in the field	Yes/No
	The incentives offered are not high enough	Yes/No
	There is too much hassle/bureaucracy/form filling	Yes/No
	You do not have suitable cultivation equipment	Yes/No
	Other	
4.4 If a land management agreement was available to you to practice long-term/permanent set-aside (involving minimal/no ground intrusion) on the site, would you consider taking it?		Yes/No
4.4a If NO , what factors may dissuade you from taking up such an agreement?	Increased risk of disease/weeds on adjacent fields	Yes/No
	Expiry of Class Consent (may require explanation)	Yes/No
	The site is in an awkward position in the field	Yes/No
	The incentives offered are not high enough	Yes/No
	There is too much hassle/bureaucracy/form filling	Yes/No
	Other	
Comments		

5. Fieldwork	
5.1 Would you be agreeable for archaeologists to undertake the fieldwork as described in the initial letter, within the field containing the monument	Yes/No
5.2 Bearing in mind the cropping regime of the field in question and the limited nature of this fieldwork what time of year would prefer to see this carried out?	
Comments including any special access/bio-security arrangements necessary	