

A CATALOGUE OF THE CLAY TOBACCO PIPE STAMPS FOUND IN ENGLAND

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Notes on the Recording System (last updated 4.10.00)

INTRODUCTION The Clay Tobacco Pipe Stamp Catalogue was started in 1988 with three principal aims:-

- to compile as complete a catalogue as possible of all the stamped clay tobacco pipes which have been found in England
- to identify and define each individual die type represented in the catalogue
- to make the catalogue available as a standard reference work for the identification of pipe stamps and for other research

In order to achieve these aims, a rapid field recording system has been evolved whereby permanent and detailed impressions of each mark can be collected and stored for comparison and reference. A detailed twice life size drawing of each individual die is made from the impressions and logged with the accompanying description. Wherever possible, these die types are then linked to documented makers, thus providing an accurate dating and provenance for each mark.

The full catalogue holds details of the provenance, date and holding institution for each marked pipe as well as a classification of the type of mark, its location on the pipe, etc. The value of the catalogue as a research tool goes well beyond the simple identification of pipe stamps since all of this information is held on a relational database that can be accessed and interrogated in a variety of ways. The database can be used, for example, to look at the range of marks used by one maker, the stylistic development of marks by period or by region, or the evolution of trade and marketing patterns.

The large number of pipes that are available for study has made it necessary to limit the range and complexity of the data recorded for each pipe. A recording system has, therefore, been designed to collect certain selected categories of information in the most efficient manner. It is this recording system which is described in Section 1 below. The processing of the collected data is described in Section 2 and the archive storage and database in Section 3.

Since its inception, the Catalogue has also taken in pipe stamps from places outside the main collection area, for example, from Wales, Scotland, Italy, the Netherlands, the United States of America, Panama and the Caribbean.

1 : PRIMARY DATA COLLECTION The primary data collection for this catalogue comprises a direct impression of each individual mark entered plus supporting details which are

logged on a paper record sheet. From the impressions of each mark exact facsimiles can be created to form a permanent reference archive of all of the marks studied. The pipe stamps are impressed on standard sized blocks of plasticine, dusted with talcum powder as a releasing agent. For security, each mark is impressed twice and, on average, each plasticine block of 12.5cm x 20.5cm can record about 30-40 different pipes. When the block is full two permanent reference copies are made using a fine casting plaster. These casts provide an exact three-dimensional copy of each mark and allow examples from widely separated collections to be directly compared.

The data concerning each marked pipe is collected on a simple recording form in the same order that the impressions are made. The categories of information recorded on the form are entered into columns. Each line is used to record details of an individual stamp impression on a pipe, or, occasionally, for a group of identical impressions on the same part of a pipe. The categories of information recorded are as follows;

COLL - Collection Name The common name of the collection or storage place of the pipes being examined is entered at the top of each recording sheet. This may be a museum name, archaeological unit or store, or the name of an individual who has a private collection of pipes. If the storage place is different from body responsible for the pipes (for example a separate storage building used by a museum) this should be made clear in the 'text' (see below). Private collections are generally entered by surname only (for example, 'Thursfield Collection').

PRI - Private? The code Y (yes) or N (no) is entered to indicate whether the collection is privately owned or not.

CONT - Contact The name of the person contacted or responsible for the collection is entered here. This is to provide a record of the contact or person dealing with the collection should further information / visits be required.

TEL - Telephone The telephone number of the contact is entered. If this is at a different address to that given below (for example a home number for the curator of a museum which has no phone) this should be noted in the text section (see below).

ADR/TOWN/CCOUNTY/POSTCODE The postal address of the collection is entered. The town, county (coded as CCOUNTY) and postcode are given separate sections to enable computer sorting of the addresses. The computer will only sort on the town given so, if an address has two place names in it, for example, '...Rainford, St Helens...', both should be entered under 'town' so that the more specific place (i.e., Rainford) can be sorted by the computer.

CTEXT - Collection text Notes regarding any of the above sections about the collection can be entered. In addition to commenting on any of the above entries it is also useful to note things which are likely to happen where known, for example, the retirement of a curator or the deposition of the finds elsewhere.

COUNTY/PARISH/SITE The County, Parish and common name of the site where each fragment of pipe was found is recorded here. Present counties should be used. If only a general location or county for the find is known, this should still be entered in the appropriate column.

SCOD/CREF/DCOD/PCOD/CCOD These columns are for computerisation codes and are

left blank during primary recording (see section 2 below).

ACC Any museum accession number, words or other symbols written on the pipe to record or identify it are entered here.

MARK A sketch of the form of the mark is made. This need not be particularly detailed or accurate since it is only to facilitate data location within the recording system. If a pipe has more than one variety of mark stamped on it, each different mark should be placed on a separate line and the lines bracketed together in the PCOD column to indicate that they occur on the same piece. The same mark should be repeated, likewise bracketed, only if it occurs on different parts of the pipe (see POS below).

→ **POS** The position of each mark is recorded. Usually each pipe has only one stamp on it and the following codes are used to indicate the position of it;

H - On the base of the heel.

SH - On the sides of the heel.

SS - On the sides of the spur.

SP - On the base of the spur.

BB - Beneath the bowl where a pipe has neither heel nor spur.

BF - On the bowl, facing the smoker.

BL - On the bowl, on the left hand side as smoked.

BR - On the bowl, on the right hand side as smoked.

BA - On the bowl, facing away from the smoker.

BS - On the sides of the bowl.

RS - Roll stamped stem, a continuous band or zone around the stem. This may be plain or decorated but does not include milled decoration.

SX - On the top of the stem, reading across it.

SL - On the stem, reading along it.

SP - Long, thin mark applied as a spiral around the stem.

SM - Multiple individual stamps right around the stem, as a band or pattern.

ST - Stem twist, a specific form of roll stamp forming a spiral of shallow grooves around the stem.

These codes may be used where a group of identical marks occur in one position, for example a pattern of marks on the bowl facing the smoker. In such a case the number of individual marks is listed in EX (below). Where the same mark appears on several parts of the pipe each area should be listed on a separate line with the appropriate code and the lines bracketed together (in the PCOD column) to indicate that they occur on the same pipe.

→ **EX** The number of examples of an individual die in a particular position on the pipe are recorded. For example, five identical impressions of a mark on the bowl facing the smoker would be entered here as '5'.

DR This column is used to identify those pipes used for, or contributing to, a type drawing. It is consequently filled in after the primary recording (see section 2 below).

DATE An assessment of the date of the piece is entered. Any date entered is not to be considered as sacrosanct since it is dependent on the dating evidence available and the

experience of the recorder. It records what is currently considered to be the most likely date of the pipe.

P11/P12/P13 etc Where a pipe is known to have been previously published a reference is entered here. The form allows for the recording of three previous publications (P1, P2, P3) of any particular pipe. The three columns are used to code the publication (column 1, as a numerical code), page number (column 2) and illustration number, if there is one (column 3). If a pipe is known to have been illustrated in a publication the code for which is not known, the page and figure numbers can still be added and the full title of the article noted in the PTEXT column. The code can then be added later.

TEXT Any notes, comments or particular observations about the pipe or mark can be entered here.

RECORDED BY/COMPLETED Finally, the name of the compiler and date the collection was recorded are entered on the side of the recording sheet.

2 : DATA SORTING Once the plaster casts of the marks in each collection have been made up a second phase of recording must take place before the information can be added to the main database on the computer. This second phase consists primarily of adding codes to complete the recording sheets described above, and filling in die record sheets for new marks. In order to do this a number of sub-sections of the main recording system must be consulted. The full form of the database and all its sub-sections are described in section 3 below. The following codes must be added to the primary data collection sheets.

SCOD This is the site code; a unique number allocated to each different site from which pipes are recorded.

CREF This is the cast reference number; the individual number allocated to the pair of impressions of each individual die on each part of the pipe. One individual pipe may, therefore, have more than one CREF if stamped marks occur on more than one part of it. For example, two different stem borders applied to the same stem will each be allocated their own CREF. On the other hand, if there is more than one example of the same mark on the same part of the pipe then they can both be allocated the same CREF number. When a record sheet is being completed the plaster block is allocated the next number in a running sequence and each impression becomes a sub-division of that number. Thus a block with thirty-five impressions recorded on it may be the one hundred and twenty-third block in the system. The impressions on this block will therefore be identified as 123.1 to 123.35.

DCOD/DR DCOD is the die code; the reference number of the specific die which created the impression(s) recorded on each line of data. Each die impression is compared with the type series of drawings held on a card index. If it is the same as one already illustrated the reference number can be inserted at once. If it adds detail to a mark previously illustrated it may be used to enhance the existing type drawing. If this is the case it must be checked against the original type specimen to confirm that it is the same die type and a T must be entered in the DR column to indicate that it has been used as part of a type drawing. If it completely replaces an existing type drawing a T should still be entered and the old one deleted, but in this case all other marks attributed to this die number should be checked against the new type specimen. If the die is previously un-recorded a T is likewise entered, a new die number allocated and a type drawing

is made for inclusion in the card index. In addition details of the die are entered on a die record sheet (see 2.1 below).

PCOD This is the pipe code; a unique reference number which must be allocated to each pipe entered on the record sheet. This number is not actually recorded on the pipe, it is just an open ended sequence used to label the data in the recording system.

CCOD This is the collection code; a unique number allocated to each different collection of pipes recorded.

P1 etc The reference code is added for any publications which do not already have one (see above).

2.1 THE DIE RECORD SHEET When a new die variant is identified details of the mark are entered onto a separate sheet. This is used to compile a sub-section of the database holding information about the different marks, the type drawings of which are held on a card index. The information recorded is as follows;

DCOD A unique die code is allocated to each new type defined.

MARK A sketch of the mark is made to provide easy access to the data rows.

CREF The cast reference number of the type example is entered. More than one reference may be entered where more than one impression has been used to define the type drawing.

→ **FR** A frame code is used to identify the shape of the outer border of the die. This breaks the dies into more manageable groups and is used to facilitate computer sorting of the marks. These are intended only as general classifications, and each form may include various sub-forms or types with decorated edges, for example spikes, trefoils or serrations. They have been kept as broad as possible in an attempt to avoid confusion between indistinct or overlapping forms. The codes used are;

- 1 Un-bordered lettering, any arrangement
- 2 Circular or sub circular
- 3 Upright oval
- 4 Intersecting ovals
- 5 Horizontal oval
- 6 Crescent
- 7 Four lobes
- 8 Multi-lobed, various forms
- 9 Heart-shaped (indented top)
- 10 Heart/shield intermediate forms
- 11 Shield shaped
- 12 Other symmetrical form
- 13 Irregular border, or one following design / lettering
- 30 Octagonal
- 31 Square or squat rectangular
- 32 Long rectangular
- 33 Stepped rectangular

- 34 Lozenge
- 35 Concave-sided lozenge
- 50 Roll-stamp (all forms, narrow or broad)
- 70 Stem twists / spiral decoration
- 99 Uncertain / indeterminate form

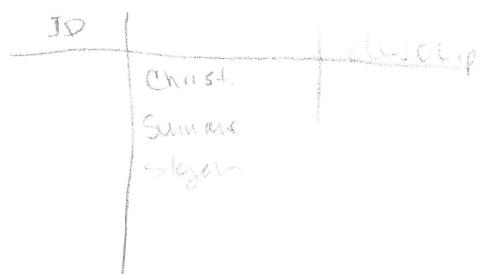
 I/R I or R is entered to signify whether the primary lettering or motif of a mark is formed of an incuse or relief design.

 **CHRIS/SUR/PLACE/SLO** The actual design of the mark is broken down into a number of elements. Any lettering or numbering is taken as the primary motif any used as key to indexing the mark. Four categories of written information may be defined; Christian name, surname, place name and any slogan or other information. The information depicted on the mark is broken into the appropriate columns. Thus, the initials 'WS' would be placed with the W in the Christian name column and the S in the surname column, while the mark 'W.SOUTHORN & Co / BROSELEY 19' has the W in the Christian name column, the Southorn in the surname column, Broseley in the place column and the '& Co' and '19' in the slogan/other column. This last column takes any details not included in the first three. In cases where the manufacturer and place are tied up in a complex mark with other information it may be necessary to extract some information for other columns, but to include the whole mark again under slogan. This does not matter too much since the purpose of this section is to enable sorting and extraction of information primarily by makers name and place, and only then by any other information. To avoid confusion where other names occur on the mark, these too should be placed in the Christian name / surname columns. This means that initials such as AR, which sometimes occur with a crown for Queen Anne (Anne Regina), or the name of a tobacconist may be placed in these columns even though they are not the initials or name of a pipemaker. An explanatory note should be added in the text column. This enables marks with names and initials to be found even when a user may be unsure of their exact meaning. Single letter marks are placed in the surname column and, once again, an explanatory note added to the text column if they do not in fact represent a surname. The place column is only used for towns or villages, street names etc being placed as slogans. Finally there are some marks which have no lettering or numbering on them. These are classified by the principal motif represented on the mark, which is entered in the symbol (SYM) column.

 **SYM** The symbol column is used for those marks without either lettering or numbering on them. In order to break down the diverse range of types they have been divided into ten broad categories, each of which may be further sub-divided to cater for the commonest groups encountered. This enables searching or comparison of symbol marks to be confined to as small a group as possible. The groups defined are;

Group 1 - Simple geometric patterns.

- 1.1 Cross motif and variants
- 1.2 Radiating spokes
- 1.3 Spokes with dots between
- 1.4 Spokes with spikes between
- 1.5 Spokes with dots and spikes or other motifs
- 1.6 Star motif
- ? 1.7
- ? 1.8
- 1.9 Any other simple motif or other abstract pattern



Group 2 - Simple symbols (not falling within 3-9 below).

- 2.1 Heart
- 2.2 Crown
- 2.3 Crescent
- 2.4 Castle
- 2.5 Portcullis
- 2.6 Fleur-de-lys
- 2.7
- 2.8
- 2.9 Any other simple symbol

Group 3 - Plant motifs.

- 3.1 Pellet flower
- 3.2 Simple flower
- 3.3 Tudor rose
- 3.4 Crowned rose
- 3.5 Acorn
- 3.6 Leaf
- 3.7
- 3.8
- 3.9 Any other plant motif

Group 4 - Animal motifs (including crests where animals occur).

- 4.1 Fish
- 4.2 Bird
- 4.3 Lion
- 4.4 Fox
- 4.5 Mythical/fantastic animal
- 4.6 Dog
- 4.7
- 4.8
- 4.9 Any other animal

Group 5 - People (including crests where people occur).

- 5.1 Hand / gauntlet (no clear thumb)
- 5.2 Hand / gauntlet (thumb facing left)
- 5.3 Hand / gauntlet (thumb facing right)
- 5.4 Arms / legs
- 5.5 Bust
- 5.6 Full figure
- 5.7 Legendary / Mythical figures
- 5.8
- 5.9 Any other part of the body

Group 6 - Coats of Arms (for simple crests see 4/5 above).

- 6.1 London arms.
- 6.2 Chester arms.
- 6.3
- 6.4

- 6.5
- 6.6
- 6.7
- 6.8
- 6.9 Misc. & Unidentified arms

Group 7 - Misc. Representational Objects (all).

Group 8 - All roll stamps (without lettering).

- 8.1 Simple narrow borders (all)
- 8.2 Geometric designs
- 8.3 Zoomorphic / tulip / tendril / leaf types
- 8.4 Heart, star or fleur-de-lys types
- 8.5 Midlands type hatched oval borders
- 8.6
- 8.7
- 8.8
- 8.9 Any other border

Group 9 - All stem twists and spiral roll stamps.

- 9.1 Plain stem twists (all, not die sorted)
- 9.2 Decorated stem twists

Group 10 - Unclassified / illegible marks.

DATE This is the estimated date range during which the particular die was likely to have been used. A number of factors are taken into account in determining this date, for example, any known documentary dates for the maker and the typological and stylistic period to which the bowl and mark belong. Clearly this can only be a current estimate based on the available evidence. Further research or detailed local studies may well lead to modification of these dates.

USER This is the pipemaker who is thought to have used the die. The attribution of marks is often difficult, and to a degree dependent on the amount of documentary research which has been carried out in a particular area. A maker may be entered here when there is good reason to think he used a particular die, but it must be remembered that subsequent research may alter this attribution.

CO This is the county in which a die is thought to have been used, or the country if the mark is foreign.

PL This is the place in which a die is thought to have been used.

TEXT Any notes concerning the die or its attribution.

3 : ARCHIVE STORAGE AND THE DATABASE The data collection and sorting generates four main sets of data; the plaster casts of the marks, the primary record sheets, the card index of type drawings and the die record sheets recording details of these marks. In addition three other lists have to be maintained as part of the paper archive, i.e., details of

collections, sites and publications. All of this information, with the exception of the type drawings, is held, ordered and interrogated through a computer database. The system has been designed with unique codes for each field of data so that the information can be used on a Structured Query Language system.

The computer database contains a number of tables into which each category of information is fitted. There are tables which just hold information about the sites, or the collections, or the casts. By using the various codes listed above it is possible to cross refer to information held in different tables. Thus, the PCOD, DCOD, SCOD, CCOD and CREF (pipe code, die code, site code, collection code and cast reference) give access to information about a particular pipe, the mark on it with associated details, the site on which it was found, the collection in which it was stored and the reference number of the copy which has been made of it

At present, inputting forms mirroring all the paper records have been designed using Access. Susie White from the Department of Archaeology at the University of Liverpool is currently carrying out a 'field trial' by using the system to record some 2,200 stamped pipes from collections in Yorkshire. This is intended to iron out any teething problems with the system. For the time being, the twice life size images of the pipes are still held on card index but, ultimately, it is intended that digital images will be included as part of the database.

To date, some 14,000 different stamped pipes have been impressed for the catalogue and some 2,000 different die types identified on the card index. The catalogue has recorded all the stamped pipes in more than half of the museum collections and archaeological stores in England. In addition, some foreign material has been added, including nearly 1,000 pipes from colonial sites in Maryland and Virginia. It is intended that the final version of the catalogue will be disseminated in digital format. Copies of all the plaster reference blocks are being deposited with the National Clay Tobacco Pipe Archive, which is housed at the University of Liverpool.

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The National Clay Tobacco Pipe Stamp Catalogue

Introduction Tobacco was one of the first New World commodities to be introduced into Europe. Initially it was grown as a medicinal herb but, from the later sixteenth century, the habit of smoking spread rapidly to all levels of society and to all parts of the country. The tobacco trade became immensely important, providing the stimulation for the colonisation of America and the slave trade. It also generated substantial revenues through taxation and played a key role in the economic dominance of Britain during the colonial period.

Although the tobacco trade itself has left few tangible remains, the pipes in which it was smoked are almost universally found on post-medieval sites. White clay tobacco pipes were first produced in this country during the late sixteenth century and were soon copied throughout northern Europe. They were manufactured in almost every English town and exported in countless millions to the four corners of the globe.

Over the last thirty years advances in the dating and interpretation of pipes have made them one of the most useful classes of archaeological find. Not only were they socially and geographically ubiquitous but they were also subject to marked regional and chronological variation. These factors, combined with their short life expectancy, mean that pipes can be sourced and dated with great precision.

One of the most significant features of pipes is the fact than many of them were stamped with a makers' mark. If these can be identified they provide a ready means of dating and sourcing pipes, very much like silver marks. These marks are of international significance since they occur in large numbers on colonial sites, as trade items amongst indigenous cultures and on shipwreck sites. Although examples of makers' marks have been published since the middle of the last century they are often poorly or inconsistently illustrated and the references to them are scattered throughout an extensive specialist literature. As a result it is almost impossible for a curator or finds specialist to easily or accurately identify any given mark.

The problem of accessing the information provided by pipe stamps was already apparent by the mid-1980s. In order to address this problem a Leverhulme grant was obtained to set up a catalogue of the pipemakers marks found on pipes in England. This project was based at the University of Liverpool with the work being undertaken by Dr David Higgins between 1987 and 1990. Since 1990 Dr Higgins has continued to maintain and update the catalogue, including the integration of data collected by a number of post-graduate students and other volunteers.

The Stamp Catalogue The Stamp Catalogue was set up with three principal aims:-

- * to record every stamped pipe held in an English museum or archaeological store
- * to produce a research database of the information collected
- * to produce and publish a definitive catalogue of each different stamp type recorded

A computer compatible system of data collection was established from the outset. This employs a series of pro-forma sheets to log and code information on the archaeological collections studied, including the accession number and findspot of each stamped pipe, details of the individual mark and its date. Two impressions of each mark are also made from which

sets of permanent reference casts are made. These casts not only allow marks from different collections to be compared but also enable detailed twice life size drawings of each different die type to be made.

Once data collection phase is complete the information will be made available through a relational database. A trial system has been established using an Access database into which all the marked pipes from Yorkshire are being entered. These amount to some 2,200 examples and will provide a sufficiently large sample to test the system and iron out any 'teething difficulties'.

The Leverhulme grant has enabled about half the archaeological collections in England to be recorded. This amounts to a total of some 14,000 stamped pipes. Work has also started on indexing and drawing the different marks collected. To date, some 2,000 different die types have already been illustrated.

DRAFT GUIDELINES FOR USING THE CLAY TOBACCO PIPE RECORD SHEETS

INTRODUCTION This system has been designed to allow groups of pipes to be recorded in a standard manner. It has been conceived to deal primarily with excavated assemblages although it can easily be adapted for mixed or unstratified collections. The object has been to produce a flexible system which includes all of the main categories of information commonly recorded by pipe researchers. Not all of these categories will necessarily be relevant to any given group but, when they are used, they allow quick and easy comparison of material both within and between sites.

An A3 format has been adopted for the recording sheets since this allows all the relevant data to be collected on one line. The information is, as far as possible, symbol coded in columns. There are three advantages to this. It is quick to compile, easy to scan for information and can be simply computerised. Three different types of sheet are used to build up the record for each site:-

- the group summary sheet
- the clay tobacco pipe record sheet
- the clay tobacco pipe summary sheet

These sheets are intended to provide a detailed catalogue of the individual fragments present from each site or collection for archive and research purposes. This record may be supplemented by additional notes and drawings which collectively will form the basis for a synthesised written report. Each of these three types of sheet is described below, followed by an explanation of the categories of information collected and the codes used for recording.

THE GROUP SUMMARY SHEET Only one of these sheets is completed for each group. It acts as a guide to the record which has been made and defines the way in which the record has been arrived at. The sheet sets out basic information about the material such as who has commissioned the work, where the material is from and exactly what the record consists of. It also gives details of how the record was compiled and by whom. Most of the categories are self explanatory and do not need further clarification. The main thing to note is that flexibility to the recording system has been built in by allowing specific recording elements to be defined. For example, the bowl form typology or fabric types can be set on this sheet to define the codes used on the recording forms. The 'notes' section allows free text which can be used to further define way in which the material has been studied and recorded.

THE CLAY TOBACCO PIPE RECORD SHEET The second sheet is used to list, in context order, the individual fragments making up each group. The site and total number of sheets completed is recorded at the top of the sheet. Each line is used to record an individual fragment or a group of fragments if their attributes are all the same. For each different context the bowls, stems and mouthpieces should be listed, in that order, with marked or decorated pieces coming before the plain examples within each category. The symbols /, 0 or - are used to mean 'yes', 'no' or 'can't tell' respectively. The following classes of information can then be recorded:-

Identification The context number and any individual small find or bag number for the piece(s) are recorded in the first two columns. Normally all the numbers actually written on each pipe are included here.

Fab This column is used for recording fabric differences, where these can be seen. This might simply differentiate coarse, gritty, 'local' fabrics (L) from fine 'imported' clays (I). Where more detailed divisions can be made the codes used should be defined on the Group Summary Sheet.

B S M The number of bowl (B), stem (S) and mouthpiece (M) fragments recovered from each context are entered in these three columns. As entries on the right hand side of the sheet must relate to all of the fragments entered in these first columns, a number of different lines are usually required to build up a complete record of each context group.

The numbers of fragments entered are the numbers as excavated. Two or more joining pieces which have clearly damaged during recovery or handling are counted as one piece. Reconstructed fragments which were damaged before deposition are counted individually, being listed in their appropriate columns but on the same line. A note of any such joins or of other cross context joins should be placed in the final column.

If an unbroken pipe is recovered it is counted under the bowl column and an arrow (->) drawn across the stem and

mouthpiece columns. The fact that the pipe is complete noted in the 'comments' column where details of the stem length, mouthpiece form and finish can be given. In this way details of the pipe can still be found on the form without distorting the count of fragments recorded in the columns.

Bowls (B) A bowl fragment is defined as any fragment with part of the base of the heel or spur surviving or with enough of the bowl to show its thickness (ie, with any part of the internal bowl cavity surviving). The length of any surviving stem is irrelevant and is not counted separately in the stem column. This does not apply to re-assembled fragments of stem which have been joined to a bowl fragment. These should be counted under the stem column on the same line.

Stems (S) A stem is any fragment with neither bowl nor mouthpiece surviving.

Mouthpieces (M) A mouthpiece is any piece with some or all the mouthpiece surviving.

MN Minimum number. The minimum number of pipes represented. Where this column is completed the methodology used should be stated on the group summary sheet.

B/64 This records the stem bore(s) of the fragments listed on each line in 64ths of an inch, '7', for example, representing a fragment with a bore of 7/64". The means by which the bore has been measured should be stated on the Group Summary Sheet (eg ruler, butt end of imperial drill bit, travelling microscope). Where the stem bore at either end of a fragment varies only the smaller measurement should be recorded. For mouthpieces only the broken end is measured.

BUR Records burnishing on the fragments(s). This can either be a yes tick (/) where burnishing is present or it can be further graded as fine (F), good (G), average (A) or poor (P). A fine (F) burnish is when the polishing lines are so closely spaced and even that there are no gaps between and a fine very glossy surface is created. A good (G) burnish is well applied with close, even strokes. An average (A) burnish will have gaps of roughly equal width to the burnish lines and may be light and uneven. A poor (P) burnish is very scrappy and irregularly applied. Burnishing on the stem is usually less well applied than that on the bowl and can often only be noted as being present rather than being graded. Great care must be taken on the identification of burnishing, especially where naturally glossy fabrics are used. Burnished pipes exhibit the slight facets caused by polishing and, usually, an alternating surface of glossy and matt strips.

TIP These two columns describe the tip or mouthpiece of the pipe. They record the type of mouthpiece (T) and finish (F) applied to it.

T The types of mouthpiece are coded as follows:-

C = Cut; the mouthpiece is formed by a simple cut end to the stem and no other moulded shape is present.

R = Rounded: the mouthpiece is formed in the mould as a simple rounded end.

N = Nipple: a circular sectioned stem which terminates with a moulded nipple.

D = Diamond shaped: the stem ends with a diamond shaped cross section but without a nipple.

DN = Diamond nipple: where the stem takes on lozenge or sharply oval section in shape directly before the nipple.

FO = Flattened Oval: the stem takes on a flat, oval, section at the tip, without a nipple.

F The types of finish are coded as follows:-

O = No visible finish

RW = Red Wax

GW = Green Wax

GG = Green Glazed; often thin and light in colour

YG = Yellow Glaze

CG = Clear Glaze

* = Other; specify under 'comments'

BOWL Four columns deal with various attributes of the bowl. These are:-

X Internal bowl crosses. The most common marks found on the internal base of a bowl are crosses. When viewed with the stem pointing down these can either appear as '+' or 'x'. These symbols should be used to indicate which type is present. If some other symbol or letter is found enter * and describe it in the comments section.

→ M/4 Milling. The amount of milling around the rim is estimated to the nearest quarter of a complete circumference so, for example, a half milled pipe is entered as 2. If no milling is present a 0 is entered, if milling is present but the rim damaged a / is entered, if no rim survives a - is entered.

→ RIM Rim finish. The way in which the rim has been treated is coded:-

C = Cut: the rim is formed by just a single horizontal knife cut.

B = Bottered: the rim has been smoothed with a bottering tool giving a rounded profile.

I = Internal knife cut: a knife has been used to cut clay from the inside of the bowl to make a thinner, finer rim.

W = Wiped: the rim has been wiped or smoothed (as opposed to being bottered).

✓ These codes may be used together. Thus CW is a rim which has been cut and wiped or IB is a rim which had been internally knife cut and bottered. These last two techniques are often very difficult to distinguish where they occur together and any results should be regarded cautiously looking for general trends rather than exact figures. As a general rule bottering produces a smooth, rounded and 'wiped' appearance near the rim as opposed to knife trimming which produces less even and deeper marks within the bowl with a fresher 'scraped' appearance to the surface.

which
bowl
types of
mark?
need?

→ FORM The type number of the bowl form from a recognised typology which should be entered on the status sheet. If the bowl falls between two forms these should both be entered (e.g. 25/27) and if the bowl is not a very good match it should be noted as a 'variant' of the basic form using the letter 'v' (e.g. 25v).

MARK The next five columns deal with any maker's mark. A sketch or transcription of the mark is written under MARK.

→ tobacco Pipe Marks (related)

CAT NO = The National Catalogue number of any stamped mark. This is intended to relate specifically to the National Stamp Catalogue which is being compiled at the University of Liverpool. Any alternative numbering system should be defined on the Group Summary Sheet.

POS = Position the position/style of mark. The codes are:-

H : On the base of the heel.

SP: On the base of the spur.

BB: Beneath the bowl where a pipe has neither heel nor spur.

SH: On the sides of the heel.

SS: On the sides of the spur.

BF: On the bowl facing the smoker.

BL: On the bowl, on the left hand side as smoked.

BR: On the bowl, on the right hand side as smoked.

BA: On the bowl facing away from the smoker.

SX: On the top of the stem, reading across it.

SL: On the stem, reading along it.

SM: Multiple individual stamps right around the stem, as a band or pattern.

RS: Roll stamped stem, a continuous band or zone around the stem. This may be plain or decorated but does not include milled decoration.

ST: Stem twist, a specific form of roll stamp forming a spiral of shallow grooves around the stem.

→ TYPE The type of mark is recorded:-

I: The primary pattern or motif is incuse.

R: The primary pattern or motif is in relief.

CSN⁰

A: Applied mark formed of some medium other than clay such as a rubber stamp, transfer print or hand written mark.

→ METHOD The method by which the mark was formed:-

M : Moulded mark.

S : Stamped mark.

I : Ink stamp (rubber stamp).

TP: Transfer printed mark.

HW: Hand written mark.

* : Other, specify the exact type under comments.

CSN²⁰

DECORATION Describe or sketch any decorative treatment of the pipe.

DATE The date range for the piece(s) recorded. This is an estimate of the likely period during which the pieces were made.

DR Drawing. Any letter or numeric code used to identify drawn examples. If both record sketches and full publication drawings are made these should be differentiated.

COMMENTS Any comments or notes on the pipe(s) recorded. Particular note should be made to expand any column where * or an arrow has been entered and to note features such as cross context joins.

CONTEXT SUMMARY SHEET The third sheet is the context summary sheet which tabulates the cumulative information from the record sheets. It acts as an index as well as a summary and is of particular value for the excavator or finds assistant since it shows the overall date range for each context and the number of fragments upon which that date is based.

CONTEXT The context number.

PHASE The site phase or period to which the context belongs.

B S M Totals of Bowl, Stem and Mouthpiece recovered from that context.

TOT The total number of fragments from that context.

DATE RANGE The overall date range of all the fragments recovered. If a more precise date for deposition can be suggested, for example where some material is likely to be either residual or intrusive, the date can be asterisked and further details given in the comments section.

BURNISH The total number of burnished bowl, stem and mouthpiece fragments is entered in the first column and then the ratio of burnished pieces, expressed as a percentage, in the second. This provides an indication of the 'quality' of the deposit since burnishing increased the price of a pipe.

MILLING INDEX The milling index is calculated by adding the figures for each complete rim in a context, which will range from 0-4, and dividing by the sum of the number recorded. This gives the average quantity of milling, measured in units of 1/4 of the circumference of the rim, for the pipes in that deposit. Since it cost more for fully milled pipes the closer the average approaches 4.0 the higher the 'quality' of the pipes.

STAMPED The total number of stamped marks.

MOULDED MARKS The total number of moulded marks.

DECORATED The total number of decorated pipes.

ILLUSTRATIONS The drawing numbers of all drawn pieces.

KILN The total number of pieces considered to be kiln wasters is entered. This will often represent only the minimum number present since actual damage or discolouration occurs on a small percentage of all kiln waste.

COMMENTS Brief comments on pieces of particular importance or the group as a whole.

D A Higgins & P J Davey
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