

# JOURNAL OF THE ENGLISH PLACE-NAME SOCIETY

## Style Sheet (revised July 2025)

The editor of the *Journal of the English Place-Name Society* is pleased to consider for publication scholarly articles or notes dealing with topics relating to the study of English place-names. We regret that items in languages other than English cannot be considered.

The text of submissions should be provided in editable electronic copy, either as .doc, .docx or .rtf. As submissions will be subject to anonymous peer-review, please ensure that author-identifying details are removed from the text.

An article should normally be between 5,000 and 10,000 words long, exclusive of essential notes and appendices, although exceptions to this rule may be considered, and shorter notes are welcome. Text should be double-spaced and pages should be numbered, in a single sequence of arabic numerals, in their top right-hand corners. The splitting of words at line-ends should be avoided. Text should be double-spaced, in size 12 Times New Roman font.

Maps, diagrams, tables and photographs should be submitted with the text, and should be in a finalized state capable of being reduced to A5 size without loss of clarity or legibility. These may either be included at the end of the electronic document or as separate image files. They should be numbered sequentially. The preferred location of these illustrations should be indicated within the text as [FIGURE X HERE].

Presentation should in general follow the *Style Book* of the Modern Humanities Research Association (MHRA), except where it conflicts with what follows here. The *Style Book* can be accessed at <<http://www.mhra.org.uk/Publications/Books/StyleGuide/download.shtml>>.

Contributions should be sent electronically to [jepns@nottingham.ac.uk](mailto:jepns@nottingham.ac.uk), or in hard copy to Journal Editor, English Place-Name Society, School of English, University of Nottingham, NG7 2RD. Any queries should be directed to the same addresses.

## Presentation

### PUNCTUATION AND MARK-UP

1. Italics should be used for specimen names, words, elements and fragments of words. Note that this rule does **not** apply to current forms of place-names, though it does apply to historical forms. Personal names under discussion will normally be italicized whether or not the form is a current one. Note that place-name elements should be indicated in italics, **not** bold type.
2. Primary quotation marks should be single, and secondary ones (i.e. quotes within quotes) should be double. A quotation which occupies more than three lines should be given a paragraph of its own and indented. It should not be enclosed by quotation marks.
3. Ellipsis should be indicated by three periods, close set, with a blank space before and after, like ... this.
4. Do not use a comma after the expressions e.g. and i.e.
5. Page and date-ranges should contain an en-dash rather than a hyphen: 1979–81 **not** 1979-81.

## CITED FORMS

1. Enclose transcriptions either within (phonetic) square brackets or within (phonemic) slashes: the suffix [q], the word /rek/. Use IPA symbols. Do not italicize bracketed transcriptions.
2. Use angle brackets for specific reference to graphemes: the letter <q>.
3. Transliterate all forms in any language not normally written with the Latin alphabet, including Greek.
4. After the first occurrence of non-Modern English forms, provide a gloss in single quotation marks: Old English *dūn* ‘hill’ is a noun. No comma precedes the gloss and no comma follows, unless necessary for other reasons: Old English *fisc* ‘fish’, *hund* ‘dog’, and *hors* ‘horse’ are nouns.

## TRANSLATIONS

Words and phrases not in Modern English must be translated or glossed as appropriate. Place the translation of a sentence or paragraph on a new line below the original.

## ABBREVIATIONS

1. Abbreviations ending in a lower-case letter have a following period except where that letter is final in the expanded word; abbreviations ending in a capital do not have a following period: edn, f.n., no., Dr, PRO, DB etc.
2. Use common language abbreviations after the first unabbreviated reference: OE, ON, ME etc. Other linguistic abbreviations should be avoided.
3. Bibliographic abbreviations may be used, but the abbreviations must be included as part of the reference list. See References below.

## NOTES

1. Notes to the body of the text should be given as endnotes, following the entire text. Notes should be numbered serially throughout.
2. The note reference number in the body of the text should be a raised numeral, not enclosed in parentheses. Place note numbers at the ends of sentences wherever possible, following punctuation marks.
3. Place any acknowledgement at the end of the text and before the references, under the heading Acknowledgement(s).
4. Notes should not be used solely for citations, but may contain citations as appropriate.

## REVIEWS

1. The formatting of reviews should follow the same guidelines as for articles and notes.
2. Titles of reviews should be formatted as follows: Author’s name, *Publication Title*, edition. (Location: Publisher, year). ISBN. Binding, pages. Price. Thus:

Margaret Gelling and Ann Cole, *The Landscape of Place-Names*, new edn (Donington: Shaun Tyas, 2014). ISBN 978 1 907730 38 2. Paperback, xxiv + 392 pp. £19.95.

## References

### IN-TEXT CITATIONS

1. Within the text, give only a brief citation in parentheses consisting of the author's/authors' surname(s), the year of publication, and page number(s) where relevant, in the following format: (Coates 1989), (Hough 1991: 75–76), or in the case of multiple citations, (Coates 1989; Hough 1991: 75–76).
2. If a publication has more than two authors, use the surname of the first author, followed by et al (not italicised).
3. If the author's name is part of the text, this should be immediately followed by the reference, e.g. Coates (1989) suggested that... ; or Hough (1991: 75–76).

### BIBLIOGRAPHY

At the end of the manuscript (but preceding any notes), a full bibliography should be provided, beginning on a separate page with the heading References. The formatting of the bibliography in general follows the MHRA style guide, with the exception of the following points:

1. Do not replace given names with initials unless the person uses initials in the work cited. Use a middle name or initial only if the author does so. Authors' initials (where present) should be separated by a space.
2. Date and page ranges should include the final two digits, e.g. 225–27 **not** 225–7.
3. Page ranges are preceded only by a comma, **not** by a colon or pp.
4. The titles of journal articles or chapters in books are capitalised as would be the case in a normal sentence.
5. Subtitles of books should follow a colon and be capitalised in sentence case.
6. For edited books, the abbreviation ed. or eds should follow the name(s) of the author(s). In the case of chapters in edited collections, the editor's/editors' name(s) is/are preceded by ed.
7. Multiple works by the same author should be listed in ascending chronological order. Use suffixed letters a, b, c etc. to distinguish more than one item published by a single author in the same year.
8. If more than one article is cited from one book, list the book as a separate entry under the editor's/editors' name(s), with cross-references to the book in the entries for each article in the form of the editor's surname and the short book title, e.g. Carroll and Parsons, *Perceptions of Place*.

Examples of bibliography entries for the most common types of publication are as follows:

#### Journal Articles:

- Blair, John (2001), 'Beverley, *Inderauuda* and St John: a neglected reference', *Northern History* 38, 315–16
- Cox, Barrie (1994), 'The pattern of Old English *burh* in early Lindsey', *Anglo-Saxon England* 23, 35–56
- Padel, O. J. (1994), 'The nature of Arthur', *Cambrian Medieval Celtic Studies* 27, 1–31.

### **Books:**

- Carroll, Jayne, and David N. Parsons, eds (2013), *Perceptions of Place*, English Place-Name Society supernumerary vol. (Nottingham: English Place-Name Society)
- Rivet, A. L. F., and Colin Smith (1979), *The Place-Names of Roman Britain* (London: B. T. Batsford)
- Toulmin Smith, Lucy (1964), *Itinerary of John Leland in or about the Years 1535–1543*, 5 vols (London: G. Bell)

### **Chapters or articles in books:**

- Coates, Richard (2000), ‘Wawne’, in *Celtic Voices, English Places*, ed. Richard Coates and Andrew Breeze (Stamford: Shaun Tyas), 176–77
- Insley, J. (2013), ‘Personal names in place-names’, in *Perceptions of Place: twenty-first-century interpretations of English place-name studies*, ed. J. Carroll and D. N. Parsons (Nottingham: English Place-Name Society), 209–49
- or, if the book is a separate entry:
- Insley, J. (2013), ‘Personal names in place-names’, in Carroll and Parsons, *Perceptions of Place*, 209–49
- Stiles, Patrick V. (1997), ‘Old English *halh*, “slightly raised ground isolated by marsh”’, in *Names, Places and People: An onomastic miscellany in memory of John McNeal Dodgson*, ed. Alexander R. Rumble and A. D. Mills (Stamford: Shaun Tyas), 330–44.

### **BIBLIOGRAPHIC ABBREVIATIONS**

1. Abbreviate titles in the English Place-Name Survey as indicated in the list below. Where pages in multi-part county survey volumes do not run sequentially, give the volume number in bold and page numbers without preceding punctuation: PN Sa **3** 124.
2. Standard bibliographical abbreviations may be used in place of author-date citation, but these must also be given in the list of references. Recommended abbreviations are as follows overleaf; other abbreviations may be included as authors see fit.

## Abbreviations

BCS	Birch, Walter de Gray, ed. (1885–99), <i>Cartularium saxonicum</i> , 3 vols + index (London: Whiting, Charles J. Clark)
Bd	Bedfordshire
Brk	Berkshire
Bu	Buckinghamshire
Ca	Cambridgeshire
CDEPN	Watts, Victor (2004), <i>The Cambridge Dictionary of English Place-Names</i> (Cambridge: Cambridge UP)
Ch	<i>The Place-Names of Cheshire</i>
Co	Cornwall
CPNE	Padel, O. J. (1985), <i>Cornish Place-Name Elements</i> , EPNS 56/57 (Nottingham: EPNS)
Cu	Cumberland
D	Devon
Db	Derbyshire
DBPN	Mills, A. D. (2011), <i>A Dictionary of British Place-Names</i> (Oxford: Oxford UP)
DEPN	Ekwall, Eilert (1960), <i>The Concise Oxford Dictionary of English Place-Names</i> , 4th edn (Oxford: Clarendon) [this edn unless otherwise indicated]
Dict Du	Watts, Victor (2002), <i>A Dictionary of County Durham Place-Names</i> , EPNS Popular Series 3 (Nottingham: EPNS)
Dict IoM	Broderick, George (2006), <i>A Dictionary of Manx Place-Names</i> , EPNS Popular Series 4 (Nottingham: EPNS)
Dict LD	Whaley, Diana (2006), <i>A Dictionary of Lake District Place-Names</i> , EPNS Regional Series 1 (Nottingham: EPNS)
Dict LeR	Cox, Barrie (2005), <i>A Dictionary of Leicestershire and Rutland Place-Names</i> , EPNS Popular Series 5 (Nottingham: EPNS)
Dict Li	Cameron, Kenneth (1998), <i>A Dictionary of Lincolnshire Place-Names</i> , EPNS Popular Series 1 (Nottingham: EPNS)
Dict Sf	Briggs, Keith, and Kelly Kilpatrick (2016), <i>A Dictionary of Suffolk Place-Names</i> , EPNS Popular Series 6 (Nottingham: The Suffolk Institute of Archaeology and History in association with the EPNS)
Do	Dorset
DOE	Cameron, Angus, Ashley Crandell Amos, Antonette diPaolo Healey et al. (2018), <i>Dictionary of Old English: A to I Online</i> (Toronto: Dictionary of Old English Project) < <a href="https://tapor.library.utoronto.ca/doe/">https://tapor.library.utoronto.ca/doe/</a> >

DOST	Craigie, William Alexander, et al. (1931–2002), <i>A Dictionary of the Older Scottish Tongue from the Twelfth Century to the End of the Seventeenth</i> , 12 vols (Oxford: Oxford UP) [see also DSL]
DSL	<i>Dictionary of the Scots Language</i> (Scottish Language Dictionaries): < <a href="http://www.dsl.ac.uk">www.dsl.ac.uk</a> > [online edn of DOST and SND]
Du	Durham
EFN	Field, John (1972), <i>English Field-Names: A dictionary</i> (Newton Abbot: David & Charles)
EPNE	<i>English Place-Name Elements</i>
EPNS	English Place-Name Society
ERN	Ekwall, Eilert (1928), <i>English River-Names</i> (Oxford: Clarendon Press)
ERY	East Riding of Yorkshire
Ess	Essex
FaNBI	Hanks, Patrick, Richard Coates and Peter McClure, eds (2016), <i>The Oxford Dictionary of Family Names in Britain and Ireland</i> , 4 vols (Oxford: Oxford UP)
Gl	Gloucestershire
GPC	Thomas, R. J. (1950–2002), <i>Geiriadur Prifysgol Cymru</i> (Cardiff: University of Wales Press)
Ha	Hampshire
He	Herefordshire
Hrt	Hertfordshire
Hu	Huntingdonshire
JEPNS	<i>Journal of the English Place-Name Society</i>
K	Kent
La	Lancashire
Le	Leicestershire
Li	Lincolnshire
LPN	Gelling, Margaret, and Ann Cole (2014), <i>The Landscape of Place-Names</i> , new edn (Donington: Shaun Tyas)
ME	Middle English
MED	McSparran, Frances, ed. (2013), <i>Middle English Dictionary</i> (University of Michigan): < <a href="https://quod.lib.umich.edu/m/med/">https://quod.lib.umich.edu/m/med/</a> >
ModE	Modern English
Mx	Middlesex
Nb	Northumberland
Nf	Norfolk
NRY	North Riding of Yorkshire
Nt	Nottinghamshire
Nth	Northumberland

O	Oxfordshire
ODan	Old Danish
OE	Old English
OED	<i>Oxford English Dictionary</i> , online edition: < <a href="http://www.oed.com">http://www.oed.com</a> >
ON	Old Norse
OS	Ordnance Survey
OScand	Old Scandinavian
pers.n.	personal name
p.n.	place-name
PN BdHu	Mawer, Allen, and F. M. Stenton (1926), <i>The Place-Names of Bedfordshire and Huntingdonshire</i> , EPNS 3 (Cambridge: Cambridge UP)
PN Brk	Gelling, Margaret (1973–76), <i>The Place-Names of Berkshire</i> , EPNS 49–51 (Nottingham: EPNS)
PN Bu	Mawer, Allen, and F. M. Stenton (1925), <i>The Place-Names of Buckinghamshire</i> , EPNS 2 (Cambridge: Cambridge UP)
PN Ca	Reaney, P. H. (1943), <i>The Place-Names of Cambridgeshire and the Isle of Ely</i> , EPNS 19 (Cambridge: Cambridge UP)
PN Ch	Dodgson, John McNeal (1970–81), <i>The Place-Names of Cheshire</i> , parts <b>1–5(1:ii)</b> , EPNS 44–48 and 54 (Cambridge: Cambridge UP and Nottingham: EPNS); Dodgson, John McNeal, and Alexander R. Rumble (1998), <i>The Place-Names of Cheshire</i> , part <b>5(2)</b> , EPNS 74 (Nottingham: EPNS)
PN Cu	Armstrong, A. M., A. Mawer, F. M. Stenton and Bruce Dickins (1950–52), <i>The Place-Names of Cumberland</i> , EPNS 20–22 (Cambridge: Cambridge UP)
PN D	Gover, J. E. B., A. Mawer and F. M. Stenton (1931–32), <i>The Place-Names of Devon</i> , 2 vols, EPNS 8–9 (Cambridge: Cambridge UP)
PN Db	Cameron, Kenneth (1959), <i>The Place-Names of Derbyshire</i> , EPNS 27–29 (Cambridge: Cambridge UP)
PN Do	Mills, A. D. (1977–2010), <i>The Place-Names of Dorset</i> , EPNS 53–54, 59/60 and 86/87 (Nottingham: EPNS)
PN Du	Watts, Victor (2007), <i>The Place-Names of County Durham</i> , EPNS 83 (Nottingham: EPNS)
PN Ess	Reaney, P. H. (1935), <i>The Place-Names of Essex</i> , EPNS 12 (Cambridge: Cambridge UP)
PN ERY	Smith, A. H. (1937), <i>The Place-Names of the East Riding of Yorkshire and York</i> , EPNS 14 (Cambridge: Cambridge UP)
PN Gl	Smith, A. H. (1964–65), <i>The Place-Names of Gloucestershire</i> , 4 vols, EPNS 38–41 (Cambridge: Cambridge UP)
PN Hrt	Gover, J. E. B., A. Mawer and F. M. Stenton (1938), <i>The Place-Names of Hertfordshire</i> , EPNS 15 (Cambridge: Cambridge UP)
PN Le	Cox, Barrie (1998–2016), <i>The Place-Names of Leicestershire</i> , 7 vols, EPNS 75, 78, 81, 84, 88 and 90–91 (Nottingham: EPNS)

- PN Li Cameron, Kenneth (1985–91), *The Place-Names of Lincolnshire*, parts 1–2, EPNS 58 and 64/65 (Nottingham: EPNS); Cameron, Kenneth, with John Field and John Insley, *The Place-Names of Lincolnshire*, parts 3–6, EPNS 66, 71, 73 and 77 (Nottingham: EPNS); Cameron, Kenneth, and John Insley with Jean Cameron (2010), *The Place-Names of Lincolnshire*, part 7 (Nottingham: EPNS)
- PN Mx Gover, J. E. B., A. Mawer and F. M. Stenton, with the collaboration of S. J. Madge (1942), *The Place-Names of Middlesex*, EPNS 18 (Cambridge: Cambridge UP)
- PN Nf Sandred, Karl Inge, and Bengt Lindström (1989), *The Place-Names of Norfolk*, part 1, EPNS 61 (Nottingham: EPNS); Sandred, Karl Inge, with B. Cornford, B. Lindström, and P. Rutledge (1996), *The Place-Names of Norfolk*, part 2, EPNS 62 (Nottingham: EPNS); Sandred, Karl Inge (2002), *The Place-Names of Norfolk*, part 3 (Nottingham: EPNS)
- PN NRY Smith, A. H. (1928), *The Place-Names of the North Riding of Yorkshire*, EPNS 5 (Cambridge: Cambridge UP)
- PN Nt Gover, J. E. B., A. Mawer and F. M. Stenton (1940), *The Place-Names of Nottinghamshire*, EPNS 17 (Cambridge: Cambridge UP)
- PN Nth Gover, J. E. B., and F. M. Stenton (1933), *The Place-Names of Northamptonshire*, EPNS 10 (Cambridge: Cambridge UP)
- PN O Gelling, Margaret (1953–54), *The Place-Names of Oxfordshire*, 2 vols, EPNS 23–24 (Cambridge: Cambridge UP)
- PN R Cox, Barrie (1994), *The Place-Names of Rutland*, EPNS 47–49 (Nottingham: EPNS)
- PN Sa Gelling, Margaret, in collaboration with H. D. G. Foxall (1990–2012), *The Place-Names of Shropshire*, 6 vols, EPNS 62/63, 70, 76, 80, 82 and 89 (Nottingham: EPNS)
- PN Sr Gover, J. E. B., A. Mawer and F. M. Stenton, in collaboration with A. Bonner (1934), *The Place-Names of Surrey*, EPNS 11 (Cambridge: Cambridge UP)
- PN St Oakden, J. P. (1984), *The Place-Names of Staffordshire*, EPNS 55 (Nottingham: EPNS)
- PN Sx Mawer, A., and F. M. Stenton with J. E. B. Gover (1929–30), *The Place-Names of Sussex*, 2 vols, EPNS 6–7 (Cambridge: Cambridge UP)
- PN W Gover, J. E. B., A. Mawer and F. M. Stenton (1939), *The Place-Names of Wiltshire*, EPNS 16 (Cambridge: Cambridge UP)
- PN Wa Gover, J. E. B., A. Mawer and F. M. Stenton, in collaboration with F. T. S. Houghton (1936), *The Place-Names of Warwickshire*, EPNS 13 (Cambridge: Cambridge UP)
- PN We Smith, A. H. (1967), *The Place-Names of Westmorland*, 2 vols, EPNS 42–43 (Cambridge: Cambridge UP)
- PN Wo Gover, J. E. B., A. Mawer and F. M. Stenton, in collaboration with F. T. S. Houghton (1927), *The Place-Names of Worcestershire*, EPNS 4 (Cambridge: Cambridge UP)
- PN WRY Smith, A. H. (1961–63), *The Place-Names of the West Riding of Yorkshire*, 8 vols, EPNS 30–37 (Cambridge: Cambridge UP)
- R Rutland



S	Sawyer, P. H. (1968), <i>Anglo-Saxon Charters. An annotated list and bibliography</i> . Royal Historical Society Guides and Handbooks 8 (London: Offices of the Royal Historical Society) [The Electronic Sawyer: < <a href="http://www.esawyer.org.uk">http://www.esawyer.org.uk</a> > (2016)]
Sa	Shropshire
Sf	Suffolk
SND	Grant, William, et al., eds (1931–76), <i>The Scottish National Dictionary</i> (Edinburgh: The Scottish National Dictionary Association) [see also DSL]
So	Somerset
Sr	Surrey
St	Staffordshire
Su	Sussex
UP	University Press
VEPN	Parsons, David, and Tania Styles with Carole Hough (1997), <i>The Vocabulary of English Place-Names (Á–Box)</i> (Nottingham: Centre for English Name-Studies) [1]; Parsons, David N. and Tania Styles (2000), <i>The Vocabulary of English Place-Names (Brace–Cæster)</i> (Nottingham: Centre for English Name-Studies) [2]; Parsons, David N. (2004), <i>The Vocabulary of English Place-Names (Ceafor–Cock-pit)</i> (Nottingham: EPNS) [3]
W	Wiltshire
Wa	Warwickshire
We	Westmorland
Wo	Worcestershire
WRY	West Riding of Yorkshire
Wt	Isle of Wight