

Archaeology Wales

Plot Adjacent to 3 Bank Square, Builth Wells

Archaeological Watching Brief



By
Daniel Moore BA(Hons) MA

Report No. 1770


Archaeology Wales

Plot Adjacent to 3 Bank Square, Builth Wells

Archaeological Watching Brief

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Date: 12.03.19

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March 2019

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Non-Technical Summary

This report results from work undertaken by Archaeology Wales Ltd (AW) for J A Morgan Construction Ltd. The report details the results of a watching brief that took place to ensure the preservation by record of any archaeological remains encountered during intrusive groundworks associated with the proposed development of a detached dwelling and associated works at Plot adjacent to 3 Bank Square, Builth Wells, centred on SO 04149 50958.

The results of the watching brief indicated modern activity in the immediate vicinity of the excavated area. No finds or features of archaeological significance were recorded. The development should therefore not have had any impact on the archaeological record.

All work was undertaken in accordance with the standards and guidelines of the Chartered Institute for Archaeologists (2014). AW is a Registered Organisation with the CIfA.

Crynodeb Annhechnegol

Mae'r adroddiad hwn yn ganlyniad i'r gwaith a wnaed gan Archaeology Cymru Cyf (AC) ar gyfer J A Morgan Construction Cyf. Mae'r adroddiad yn nodi canlyniadau briff gwyllo a gynhaliwyd i sicrhau cadwraeth ar gofnod o unrhyw weddillion archeolegol a ddatgelwyd yn ystod y gwaith tir ymwithiol sy'n gysylltiedig â'r gwaith datblygu arfaethedig o eiddo ar wahân a'r gwaith cysylltiedig yn y llain sydd gyferbyn â 3 Sgwâr y Banc, Llanelwedd, sydd wedi'i leoli yn SO 04149 50958.

Roedd canlyniadau'r briff gwyllo yn nodi gweithgaredd modern yn yr ardal sy'n gyfagos i'r ardal cloddio. Ni chofnodwyd unrhyw ganfyddiadau neu nodweddion o arwyddocâd archeolegol. Felly, ni ddylai'r datblygiad gael unrhyw effaith ar y cofnod archeolegol.

Gwnaed yr holl waith yn unol â safonau a chanllawiau Sefydliad Siartredig yr Archeolegwyr (2014). Mae AC yn Sefydliad Cofrestredig gydag SSA.

1. Introduction

Archaeology Wales (AW) was commissioned by J A Morgan Construction Ltd. to undertake an archaeological watching brief undertaken during groundworks associated with the proposed development of a detached dwelling and associated works at Plot adjacent to 3 Bank Square, Builth Wells, centred on SO 04149 50958. The associated Planning Application No. is P/2017/0581/FUL.

CPAT-CD recommended that an archaeological watching brief of the development area be undertaken to mitigate the impact of the proposed development on the archaeological resource. The purpose of the archaeological watching brief was to provide the local planning authority with sufficient information regarding the nature of archaeological remains on the site of the development. The methodology which was set out in the WSI (James-Martin 2019) was agreed with Clwyd-Powys Archaeological Trust Curatorial Department (CPAT-CD) in its capacity as archaeological advisors to the local planning authority.

All work was undertaken in accordance with the standards and guidelines of the Chartered Institute for Archaeologists (2014).

The watching brief took place on the 11th February 2019 under the supervision of Daniel Moore. The project was managed by Charley James-Martin MCIfA

2. Site Description and Archaeological Background

2.1 Location, Topography and Geology

The site is located within the medieval core of Builth Wells, to the south of the High street at Plot adjacent to 3 Bank Square, Builth Wells centred on SO 04149 50958. The site of the proposed new building is to the north of an existing row of housing, the area generally comprises a mixture of commercial and domestic properties. Builth Castle is situated approximately 200m east of the development.

The geology of the area consists of mudstone and laminated hemipelagic mudstone, interbedded of the Builth Mudstone Formation. This is overlain by Devensian Till deposits (BGS 2018).

2.2 Archaeological and Historical Background

The site is located within the medieval core of Builth Wells and is to the south of the High street which has medieval origins. There is potential for encountering medieval and post-medieval remains relating to the burgage plots which extended into the development area.

Builth Wells is a small town that has grown up on the north side of the Mynydd Epynt range, at the confluence of the Wye and Irfon rivers. It has a 13th century charter and exhibits features typical of many small medieval market towns along the Welsh border.

Since 1992, Clwyd-Powys Archaeological Trust have undertaken assessments of the historic settlements of northern Brecknock on behalf of Cadw and the Brecknock Borough Council, with reviews in 1995 and 2010. These include an assessment on the historic and archaeological heritage of Builth Wells (CPAT 2011). According to this report, Builth Wells takes its anglicised name, Builth, from the ancient cantref in which it is located, appearing as buellt in circa 1100-03 and as Buelth soon after 1176, a name meaning 'cow pasture'. The affix 'Wells' was incorporated into the place-name during the 19th century, acknowledging the mineral wells of Park Wells and Glannau Wells.

Builth Wells is probably a wholly medieval foundation. Work on the first Builth castle probably began soon after 1100, presumably controlling a crossing point of the river. The first reference to a settlement here is from the year 1217, when Welsh forces seized it from Reginald de Braose. The town received its borough charter in 1277, which may reflect a late 13th century surge in the development and growth of the settlement.

The Scheduled Monument of Builth Castle (BR031) is situated approximately 200m east of the development. The monument comprises the remains of a motte and bailey castle, a military stronghold built during the medieval period. A motte and bailey castle comprises a large conical or pyramidal mound of soil or stone (the motte) surrounded by, or adjacent to, one or more embanked enclosures (the bailey). The site comprises a large, steep sided Motte, standing 18m high above the ditch with a summit 18.5m in diameter, and two Baileys. One Bailey is located to the south west of the Motte and measures approximately 120m by 20m, the second is located to the south east and measures 60m by 10m. Both Baileys are surrounded by a deep ditch with an outer encircling bank. The original Builth Castle was built around 1100 by Philip de Breos and would have comprised a Motte and Bailey with a wooden keep and timber fortifications. The first stone castle was built around 1240 but was destroyed by the Welsh in the 1260s. The castle subsequently became one of the ten key castles built in Wales by Edward I, with work starting in 1277. A substantial stone fortification was built on and around the original Motte and Bailey, including a shell keep, a stone curtain wall with six towers, a defended drawbridge and a stone outer wall. The works were never completed and much of the stone structure was removed in the 16th century to build a house on the site of the modern White House. Nothing of the stone fortification is visible on the site today (Scheduled Monument Record).

The development site is positioned between Market Street and High Street, the frontages of which appear to have been occupied during the late-medieval period. This area, located to the west of Builth Castle, is most probably the site of the earliest medieval settlement.

3. Methodology

The groundworks comprised a foundation trench that measured 0.60m in width and 0.60m in depth (Plate 1), which formed a rectangle. The overall dimensions of the rectangle was 8.70m in length (on an WSW-ENE alignment) and 6.70m in width (on an NNW-SSE alignment), with an off-centre trench across it (on an WSW-ENE alignment). Twelve metal piles 0.16m in diameter had already been driven into the ground (4 piles in each of the WSW-ENE aligned trenches) prior to excavation. All groundworks were carried out by a 360 excavator 2.5 tonne digger with a 0.60m wide toothed bucket.

All deposits were recorded by means of a continuous context numbering system and recorded on pro-forma context sheets. Sections and plans of the excavation were photographed using a 12MP digital camera. All works were undertaken in accordance with the ClfA's *Standards and Guidance for an archaeological watching brief* (2014) and current Health and Safety legislation.

4. Watching Brief Results

The earliest deposit recorded during the groundworks was deposit (008). This was characterised as a firm mid grey, brown silt with infrequent sub angular stone inclusions 0.01m to 0.10m in diameter (Plate 2). Deposit (008) measured in excess of 8.70m in length, 6.70m in width and 0.20m in depth. Deposit (008) was overlaid by (007), a deposit characterised as a loose light brown, yellow and white lime or ash type material. The deposit (007) measured in excess of 8.70m in length, 6.70m in width and was 0.08m in depth. (007) was overlaid by deposit (006), a firm dark brown black silt with moderately frequent sub angular stone inclusions 0.01m to 0.05m in diameter. Deposit (006) measured in excess of 8.70m in length, 6.70m in width and was 0.10m in depth. (006) was overlaid by deposit (005), a deposit characterised as a firm light yellow, white silt sand. This deposit was interpreted as a levelling deposit associated with a modern re-landscaping of the area. Deposit (005) measured in excess of 8.70m in length, 6.70m in width and was 0.01m in depth.

Deposit (005) was overlaid by deposit (004), which was characterised as a mid grey brown silt. Deposit (004) measured in excess of 8.70m in length, 6.70m in width and was 0.09m in depth and was overlaid by deposit (003), a firm mid brown orange silt. This was a rust colour and was interpreted as resulting from metal staining (see Section 7). Deposit (003) measured in excess of 8.70m in length, 6.70m in width and was 0.05m in depth and was overlaid by deposit (002), a loose black tarmac type material. This was interpreted as an earlier ground surface and measured in excess of 8.70m in length, 6.70m in width and was 0.07m in depth. Deposit (002) was overlaid by (001), a firm mid grey brown silt with moderately frequent sub angular stone inclusions 0.01m to 0.10m in diameter. The deposit contained a moderately high concentration of modern material throughout, including scrap metal, concrete blocks, red bricks, glass and plastic. Also recorded in the deposit was a worked piece of stone with bevelled edges, located in the west (NNW-SSE aligned) trench (Plate 3). This was interpreted

as part of a wall and measured approximately 1m in length, 0.40m in width and 0.30m in depth. This deposit measured in excess of 8.70m in length, 6.70m in width and was 0.10m in depth.

6. The Finds

No finds of archaeological significance were recorded during excavation. All finds were modern in date and included scrap metal, concrete blocks, red bricks, glass and plastic from deposit (001). A worked stone with bevelled edges, also recorded from deposit (001), was interpreted as the top part of a wall. Animal bone fragments and a modern glazed pottery sherd were also recorded as unstratified.

7. Discussions and Conclusions

The results of the watching brief indicated modern activity in the immediate vicinity of the excavated area. No finds or features of archaeological significance were recorded. The deposits recorded suggest that the area has undergone phases of re-landscaping. Deposits (002), a tarmac type material, was interpreted as a ground surface and (005), a light, yellow brown sand silt, as a levelling deposit. The rust type colour of deposit (003) was interpreted as resulting from metal staining. This and the scrap metal from deposit (001) could indicate an earlier concentration of metal on the site. The development should therefore not have had any impact on the archaeological record.

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APPENDIX I: **Figures**

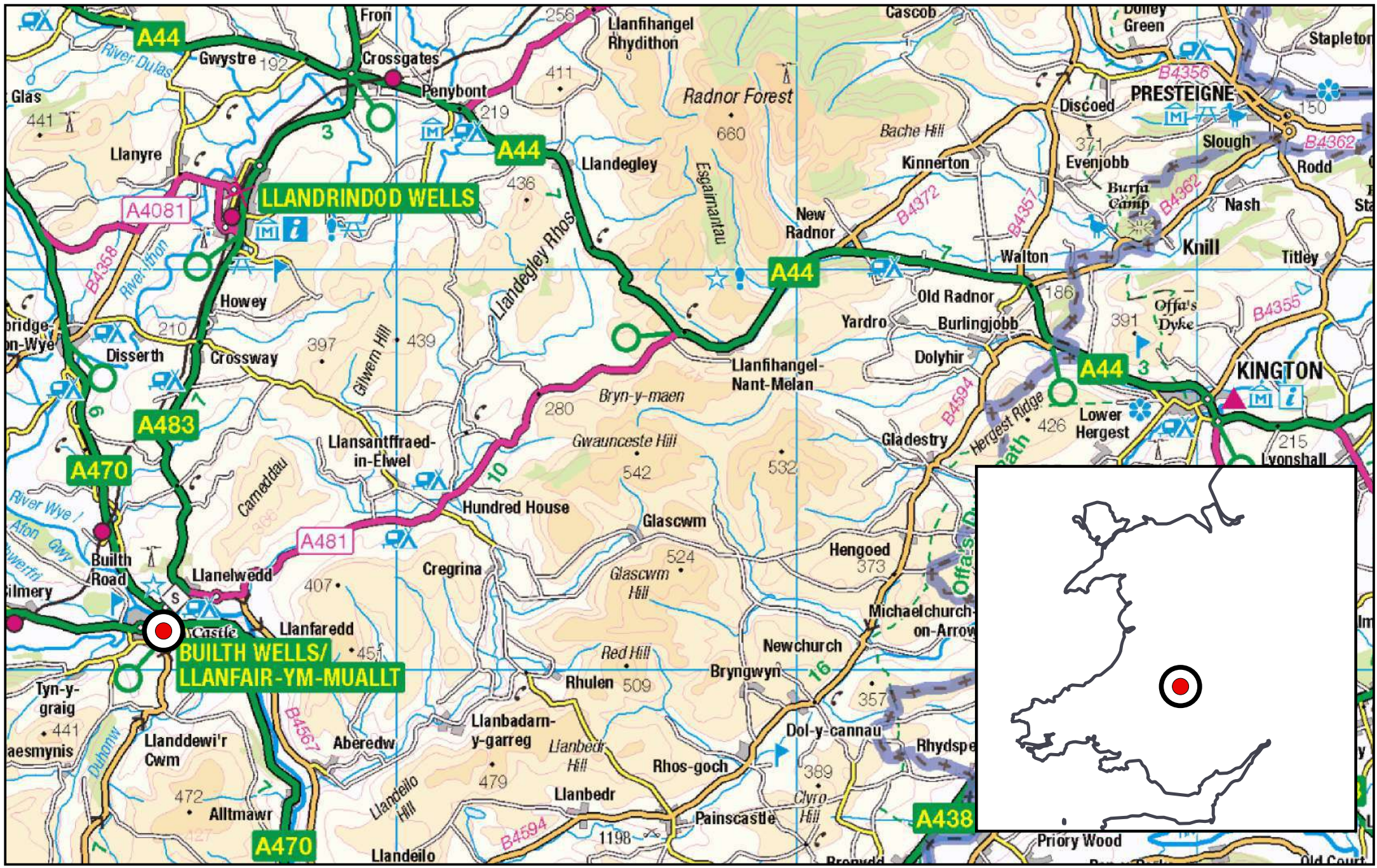
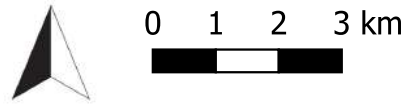


Figure 1. Location of site



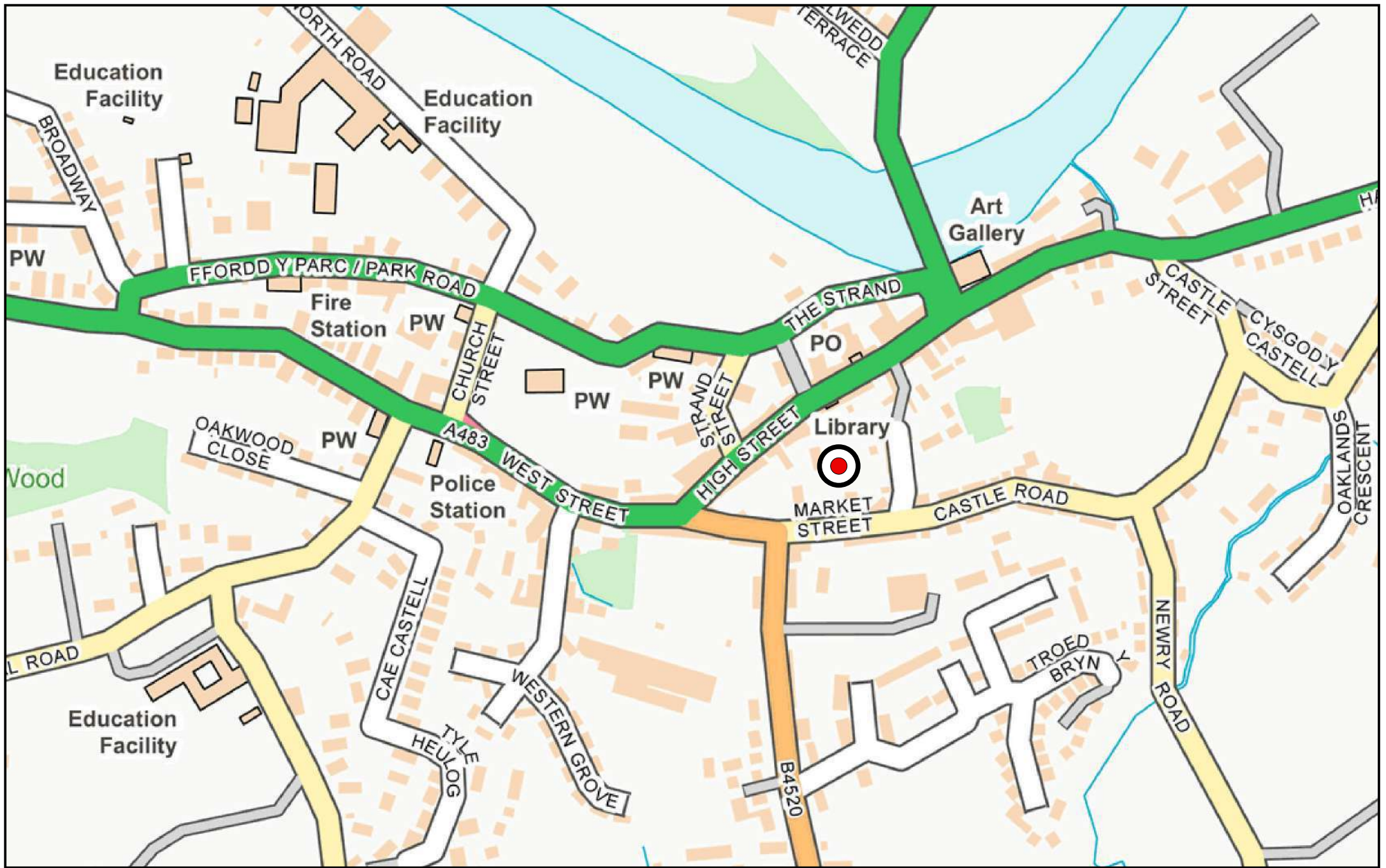
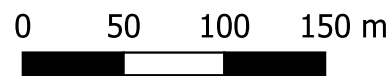


Figure 2. Location of site within Built Wells



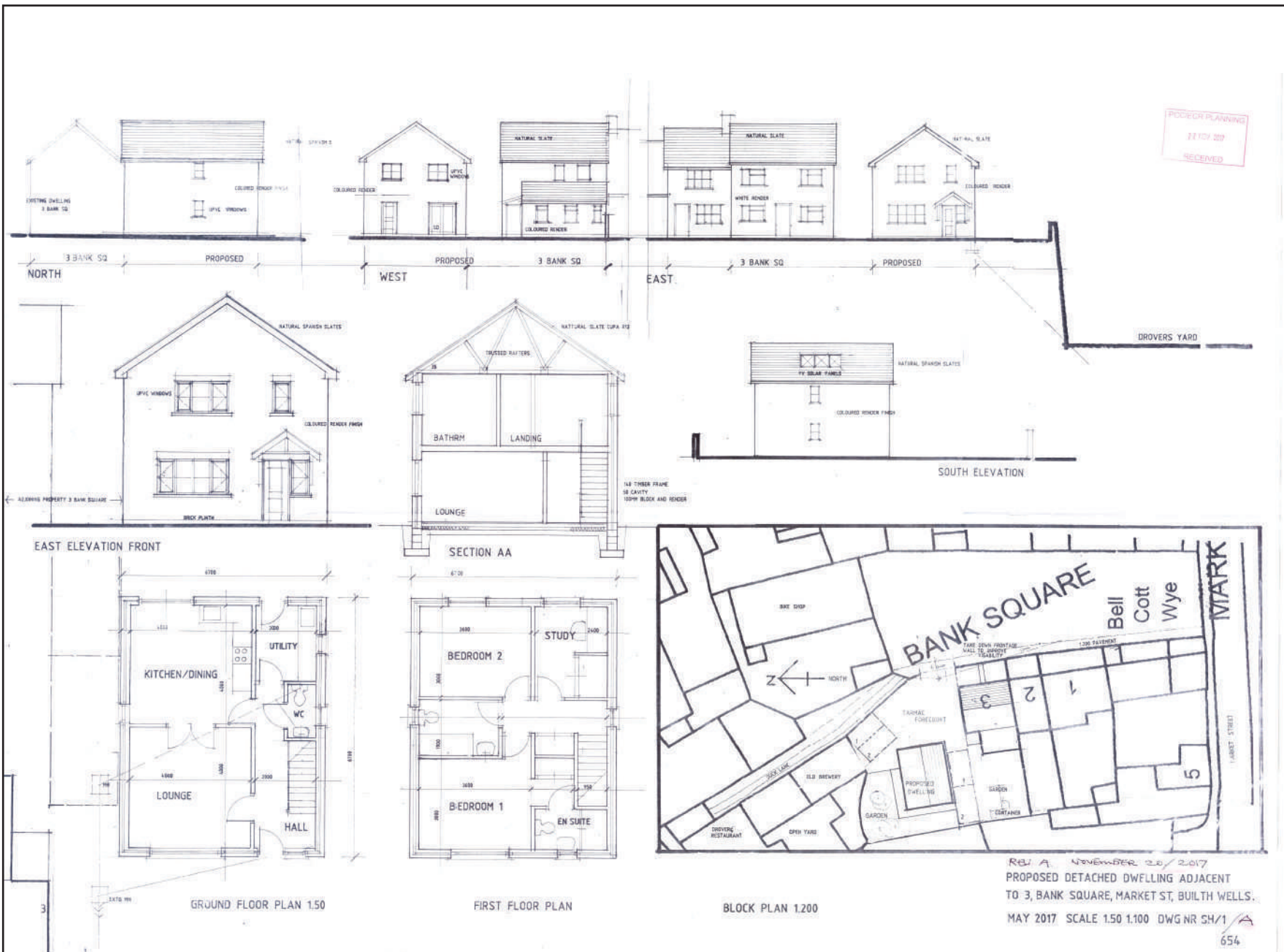


Figure 3. Proposed development plan

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APPENDIX II:
Plates



Plate 1. East facing view of trench being excavated (with metal piles)



Plate 2. North Facing Section of (001), (002), (003), (004), (005), (006), (007), (008)



Plate 3. South East view of worked stone with bevelled edges

Appendix III: Context Register

<i>No.</i>	<i>Type</i>	<i>Description</i>	<i>Relationship</i>
001	Deposit	Firm mid grey brown silt	Above (002)
002	Deposit	Loose black tarmac type material	Above (003)
003	Deposit	Firm mid brown orange silt	Above (004)
004	Deposit	Firm mid grey brown silt	Above (005)
005	Deposit	Firm light, yellow grey sand silt	Above (006)
006	Deposit	Firm dark brown black silt	Above (007)
007	Deposit	Loose light, brown yellow and white ash/lime type material	Above (008)
008	Deposit	Firm dark red brown silt	Below (007)

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APPENDIX IV:
Written Scheme of Investigation

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WRITTEN SCHEME OF INVESTIGATION

FOR AN ARCHAEOLOGICAL

WATCHING BRIEF

AT A PLOT ADJACENT TO 3 BANK SQUARE, BUILTH WELLS

Prepared for:

J A Morgan Construction Ltd

Planning Application Number: P/2017/0581

Project No: 2697

January 2019



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Figure 1. Location of site

Figure 2. Location of site within Built Wells

Summary

This Written Scheme of Investigation (WSI) details a programme of archaeological mitigation to be undertaken by Archaeology Wales at the request of J A Morgan Construction Ltd.

The site is located within the medieval core of Builth Wells and is to the south of the High street which has medieval origins. There is potential for encountering medieval and post-medieval remains relating to the burgage plots which extended into the development area. There is also potential for encountering remains relating to the nearby Builth Castle which is situated approximately 200m east of the development.

The archaeological mitigation will consist of a watching brief undertaken during any ground works associated with a proposed detached dwelling and associated works at Plot adjacent to 3 Bank Square, Builth Wells centred on SO 04149 50958. The associated Planning Application No. is P/2017/0581.

All work will be undertaken in accordance with the standards and guidelines of the Chartered Institute for Archaeologists (2014).

1. Introduction and planning background

This WSI details the methodology for a programme archaeological mitigation in the form of a watching brief during a proposed detached dwelling and associated works at Plot adjacent to 3 Bank Square, Builth Wells centred on SO 04149 50958. The associated Planning Application No. is P/2017/0581 (Figure 1 and 2).

This WSI has been prepared by Charley James-Martin, Archaeology Wales Ltd (henceforth - AW) at the request of J A Morgan Construction Ltd.

The methodology set out in this WSI has been agreed with Clwyd-Powys Archaeological Trust Curatorial Department (CPAT-CD) in its capacity as archaeological advisors to the local planning authority. CPAT-CD has recommended that an archaeological watching brief of the development area is undertaken to mitigate the impact of the proposed development on the archaeological resource.

The purpose of the archaeological watching brief is to provide the local planning authority with sufficient information regarding the nature of archaeological remains on the site of the development, the requirements for which are set out in Planning Policy (revised edition 9, 2016), Section 6.5 and Technical Advice Note (TAN) 24: The Historic Environment (2017). The work is to ensure that all buried artefacts and deposits are fully investigated and recorded if they are disturbed or revealed as a result of activities associated with the development.

All work will be undertaken to the standards and guidance set by the Chartered Institute for Archaeologists (2014). AW is a Registered Organisation with the CIfA.

2. Site Description

The site is located within the medieval core of Builth Wells, to the south of the High street at Plot adjacent to 3 Bank Square, Builth Wells centred on SO 04149 50958. The site of the proposed new building is to the north of an existing row of housing, the area generally comprises a mixture of commercial and domestic properties. Builth Castle is situated approximately 200m east of the development.

The geology of the area consists of mudstone and laminated hemipelagic mudstone, interbedded of the Builth Mudstone Formation. This is overlain by Devensian Till deposits (BGS 2018).

3. Archaeological background

The site is located within the medieval core of Builth Wells and is to the south of the High street which has medieval origins. There is potential for encountering medieval and post-medieval remains relating to the burgage plots which extended into the development area.

Builth Wells is a small town that has grown up on the north side of the Mynydd Epynt range, at the confluence of the Wye and Irfon rivers. It has a 13th century charter and exhibits features typical of many small medieval market towns along the Welsh border.

Since 1992, Clwyd-Powys Archaeological Trust have undertaken assessments of the historic settlements of northern Brecknock on behalf of Cadw and the Brecknock Borough Council, with reviews in 1995 and 2010. These include an assessment on the historic and archaeological heritage of Builth Wells (CPAT 2011). According to this report, Builth Wells takes its anglicised name, Builth, from the ancient cantref in which it is located, appearing as buellt in circa 1100-03 and as Buelth soon after 1176, a name meaning 'cow pasture'. The affix 'Wells' was incorporated into the place-name during the 19th century, acknowledging the mineral wells of Park Wells and Glannau Wells.

Builth Wells is probably a wholly medieval foundation. Work on the first Builth castle probably began soon after 1100, presumably controlling a crossing point of the river. The first reference to a settlement here is from the year 1217, when Welsh forces seized it from Reginald de Braose.

The town received its borough charter in 1277, which may reflect a late 13th century surge in the development and growth of the settlement.

The Scheduled Monument of Builth Castle (BR031) is situated approximately 200m east of the development. The monument comprises the remains of a motte and bailey castle, a military stronghold built during the medieval period. A motte and bailey castle comprises a large conical or pyramidal mound of soil or stone (the motte) surrounded by, or adjacent to, one or more embanked enclosures (the bailey). The site comprises a large, steep sided Motte, standing 18m high above the ditch with a summit 18.5m in diameter, and two Baileys. One Bailey is located to the south west of the Motte and measures approximately 120m by 20m, the second is located to the south east and measures 60m by 10m. Both Baileys are surrounded by a deep ditch with an outer encircling bank. The original Builth Castle was built around 1100 by Philip de Breos and would have comprised a Motte and

Bailey with a wooden keep and timber fortifications. The first stone castle was built around 1240 but was destroyed by the Welsh in the 1260s. The castle subsequently became one of the ten key castles built in Wales by Edward I, with work starting in 1277. A substantial stone fortification was built on and around the original Motte and Bailey, including a shell keep, a stone curtain wall with six towers, a defended drawbridge and a stone outer wall. The works were never completed and much of the stone structure was removed in the 16th century to build a house on the site of the modern White House. Nothing of the stone fortification is visible on the site today (Scheduled Monument Record).

The development site is positioned between Market Street and High Street, the frontages of which appear to have been occupied during the late-medieval period. This area, located to the west of Builth Castle, is most probably the site of the earliest medieval settlement.

4. Objectives

This WSI sets out a program of works to ensure that the watching brief meet the standard required by The Chartered Institute for Archaeologists' *Standard and Guidance for Archaeological Watching Briefs (2014)*.

The objective of the watching brief will be:

- to allow the investigation and recording of any archaeological features that are uncovered during the proposed groundworks within the application area.
- to provide the opportunity, if needed, for the watching archaeologist to signal to all interested parties, before the destruction of the material in question, that an archaeological find has been made for which the resources allocated to the watching brief are not sufficient to support the treatment to a satisfactory or proper standard.

A written report will be compiled following the fieldwork. Sufficient desk-top research will be undertaken to ensure that the results of this work are properly understood, interpreted and reported.

The report will include a comprehensive assessment of the historic context within which the archaeological evidence rests and will aim to highlight any relevant research issues within regional, national and, if relevant, international research frameworks.

5. Timetable of works

5.1. Fieldwork

The programme of mitigation will be undertaken during ground works associated with the proposed development. The work is proposed to start in February 2019. Archaeology Wales will update CPAT with the exact date.

5.2. Report delivery

The report will be submitted to J A Morgan Construction Ltd and to Clwyd-Powys Archaeological Trust (CPAT-CD) within three months of the completion of the fieldwork. A copy of the report will also be sent to the regional HER.

6. Fieldwork

6.1. Detail

The work will be undertaken to meet the standard required by The Chartered Institute for Archaeologists' Standard and Guidance for Watching Briefs (2014).

The site archaeologist undertaking the watching brief will be afforded the required access by the main contractor to observe and where necessary to record any archaeological remains revealed. Groundwork will not be undertaken without the presence of the site archaeologist. The site archaeologist will record finds and less significant archaeological deposits and features without significant delay to the work program.

Where significant or complex archaeological deposits or features are encountered there will be a requirement for those areas to be fenced off and highlighted to all contractors employed on the site. Machines or contractors shall not enter this area until archaeological recording has been completed. If significant archaeological features are revealed during the work, a meeting between J A Morgan Construction Ltd, CPAT-CD and AW will be called at the earliest convenience.

To comply with professional guidelines, a contingency for further access to each such area with a suitably sized team should be provided. Contingency costs will be agreed in advance before any extension to the programme commences and will follow a site meeting between the archaeological contracting company, the client (or their agent) and CPAT Curatorial Department.

6.2. Recording

Recording will be carried out using AW recording systems (pro-forma context sheets etc) using a continuous number sequence for all contexts.

Plans and sections will be drawn to a scale of 1:50, 1:20 and 1:10 as required and related to Ordnance Survey datum and published boundaries where appropriate.

All features identified will be tied in to the OS survey grid and fixed to local topographical boundaries.

Photographs will be taken in digital format with an appropriate scale, using a 12MP camera with photographs stored in Tiff format.

The archaeologist undertaking the watching brief will have access to the AW metal detector and be trained in its use.

6.3. Finds

The professional standards set in the Chartered Institute for Archaeologists' *Standard and guidance for the collection, documentation, conservation and research of archaeological (2014)* will form the basis of finds collection, processing and recording.

All manner of finds regardless of category and date will be retained.

Finds recovered that are regarded as Treasure under *The Treasure Act 1996* will be reported to HM Coroner for the local area.

Any finds which are considered to be in need of immediate conservation will be referred to a UKIC qualified conservator (normally Phil Parkes at Cardiff University).

6.4. Environmental sampling strategy

Deposits with a significant potential for the preservation of palaeoenvironmental material will be sampled, by means of the most appropriate method (bulk, column etc). Where sampling will provide a significant contribution to the understanding of the site AW will draw up a site-specific sampling strategy alongside a specialist environmental archaeologist. All environmental sampling and recording and will follow English Heritage's *Guidelines for Environmental Archaeology* (2nd Edition 2011).

6.5. Human remains

In the event that human remains are encountered, their nature and extent will be established and the coroner informed. All human remains will be left *in situ* and protected during backfilling. Where preservation *in situ* is not possible the human remains will be fully recorded and removed under conditions that comply with all current legislation and include acquisition of licenses and provision for reburial following all analytical work. Human remains will be excavated in accordance with the Chartered Institute for Archaeologist's *Excavation and Post-Excavation Treatment of Cremated and Inhumed Human Remains: Technical Paper Number 13* (1993).

A meeting with CPAT Curatorial Department, J A Morgan Construction Ltd and AW will be called if the human remains uncovered are of such complexity or significance that the contingency arrangement (6.1 above) would not be of sufficient scope.

6.6. Specialist advisers

In the event of certain finds, features or sites being discovered, AW will seek specialist opinion and advice. A list of specialists is given in the table below although this list is not exhaustive.

Artefact type	Specialist
Flint	Kate Pitt (Archaeology Wales)
Animal bone	Richard Madgwick (Cardiff University)

CBM, heat affected clay, Daub etc.	Rachael Hall (APS)
Clay pipe	Charley James-Martin (Archaeology Wales)
Glass	Rowena Hart (Archaeology Wales)
Cremated and non-cremated human bone	Malin Holst (University of York)/Richard Madgwick (Cardiff University)
Metalwork	Kevin Leahy (University of Leicester)/ Quita Mold (Freelance)
Metal work and metallurgical residues	Dr Tim Young (GeoArch)
Neo/BA pottery	Dr Alex Gibson (Bradford University)
IA/Roman pottery	Jane Timby (Freelance)
Roman Pottery	Rowena Hart (Archaeology Wales)/ Peter Webster (Freelance)
Post Roman pottery	Stephen Clarke (Monmouthshire Archaeology)
Charcoal (wood ID)	John Carrot (Freelance)
Waterlogged wood	Nigel Nayling (University of Wales – Lampeter)
Molluscs and pollen	Dr James Rackham
Charred and waterlogged plant remains	Wendy Carruthers (Freelance)

6.6.1. Specialist reports

Specialist finds and palaeoenvironmental reports will be written by AW specialists, or sub-contracted to external specialists when required.

7. Monitoring

CPAT Curatorial Department will be contacted approximately five days prior to the commencement of archaeological site works, and subsequently once the work is underway.

Any changes to the WSI that AW may wish to make after approval will be communicated to CPAT-CD for approval on behalf of Planning Authority.

Representatives of CPAT-CD will be given access to the site so that they may monitor the progress of the field evaluation. No area will be back-filled, until CPAT-CD has had the

opportunity to inspect it, unless permission has been given in advance. CPAT-CD will be kept regularly informed about developments, both during the site works and subsequently during post-excavation.

8. Post-fieldwork programme

8.1. Archive assessment

8.1.1. Site archive

An ordered and integrated site archive will be prepared in accordance with: Management of Research Projects in the Historic Environment (MoRPHE) (Historic England 2006) upon completion of the project.

The site archive (including artefacts and samples) will be prepared in accordance with the National Monuments Record (Wales) agreed structure and deposited with an appropriate receiving organisation, in compliance with ClfA Guidelines (*Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives*, 2014). The legal landowners consent will be gained for deposition of finds. The project will adhere to the Welsh Archaeological Trust's joint *Guidance for the Submission of Data to the Welsh Historic Environment Records* (2018).

8.1.2. Analysis

Following a rapid review of the potential of the site archive, a programme of analysis and reporting will be undertaken. This will result in the following inclusions in the final report:

- Non-technical summary
- Location plan showing the area/s covered by the watching brief, all artefacts, structures and features found
- Plan and section drawings (if features are encountered) with ground level, ordnance datum and vertical and horizontal scales.
- Written description and interpretation of all deposits identified, including their character, function, potential dating and relationship to adjacent features. Specialist descriptions and illustrations of all artefacts and soil samples will be included as appropriate.
- An indication of the potential of archaeological deposits which have not been disturbed by the development
- A discussion of the local, regional and national context of the remains by means of reviewing published reports, unpublished reports, historical maps, documents from local archives and the regional HER as appropriate.
- A detailed archive list at the rear listing all contexts recorded, all samples finds and find types, drawings and photographs taken. This will include a statement of the intent to deposit, and location of deposition, of the archive.

8.2. Reports and archive deposition

8.2.1. Report to client

Copies of all reports associated with the watching brief, together with inclusion of supporting evidence in appendices as appropriate, including photographs and illustrations, will be submitted to J A Morgan Construction Ltd and CPAT-CD upon completion.

8.2.2. Additional reports

After an appropriate period has elapsed, copies of all reports will be deposited with the relevant county Historical Environment Record, the National Monuments Record and, if appropriate, Cadw.

8.2.3. Summary reports for publication

Short archaeological reports will be submitted for publication in relevant journals; as a minimum, a report will be submitted to the annual publication of the regional CBA group or equivalent journal.

8.2.4. Notification of important remains

Where it is considered that remains have been revealed that may satisfy the criteria for statutory protection, AW will submit preliminary notification of the remains to Cadw.

8.2.5. Archive deposition

The final archive (site and research) will, whenever appropriate, be deposited with a suitable receiving institution, usually the relevant Local Authority museums service. Arrangements will be made with the receiving institution before work starts.

Although there may be a period during which client confidentiality will need to be maintained, copies of all reports and the final archive will be deposited no later than six months after completion of the work.

Copies of all reports, the digital archive and an archive index will be deposited with the *National Monuments Record*, RCAHMW, Aberystwyth.

Wherever the archive is deposited, this information will be relayed to the HER. A summary of the contents of the archive and a digital copy of the report will be supplied to CPAT HER. The project will adhere to the Welsh Archaeological Trust's joint *Guidance for the Submission of Data to the Welsh Historic Environment Records* (2018).

8.2.6. Finds deposition

The finds, including artefacts and ecofacts, excepting those which may be subject to the Treasure Act, will be deposited with the same institution, subject to the agreement of the legal land owners.

9. Staff

The project will be managed by Charley James-Martin (Project Manager) and the fieldwork undertaken by Archaeology Wales staff. Any alteration to staffing before or during the work will be brought to the attention of CPAT-CD and J A Morgan Construction Ltd.

Additional Considerations

10. Health and Safety

10.1. Risk assessment

Prior to the commencement of work AW will carry out and produce a formal Health and Safety Risk Assessment in accordance with *The Management of Health and Safety Regulations* 1992. A copy of the risk assessment will be kept on site and be available for inspection on request. A copy will be sent to the client (or their agent as necessary) for their information. All members of AW staff will adhere to the content of this document.

10.2. Other guidelines

AW will adhere to best practice with regard to Health and Safety in Archaeology as set out in the FAME (Federation of Archaeological Managers and Employers) health and safety manual *Health and Safety in Field Archaeology* (2002).

11. Community Engagement and Outreach

Wherever possible, AW will ensure suitable measures are in place to inform the local community and any interested parties of the results of the site investigation work. This may occur during the site investigation work or following completion of the work. The form of any potential outreach activities may include lectures and talks to local groups, interested parties and persons, information boards, flyers and other forms of communication (social media and websites), and press releases to local and national media.

The form of any outreach will respect client confidentiality or contractual agreements. As a rule, outreach will be proportional to the size of the project.

Where outreach activities have a cost implication these will need to be negotiated in advance and in accordance with the nature of the desired response and learning outcomes.

12. Insurance

AW is fully insured for this type of work, and holds Insurance with Aviva Insurance Ltd and Hiscox Insurance Company Limited through Towergate Insurance. Full details of these and other relevant policies can be supplied on request.

13. Quality Control

13.1. Professional standards

AW works to the standards and guidance provided by the *Chartered Institute for Archaeologists*. AW fully recognise and endorse the Chartered Institute for Archaeologists' *Code of Conduct, Code of Approved Practice for the Regulation of Contractual Arrangements*

in Field Archaeology and the *Standard and Guidance for archaeological watching briefs* currently in force. All employees of AW, whether corporate members of the Chartered Institute for Archaeologists or not, are expected to adhere to these Codes and Standards during their employment.

13.2. Project tracking

The designated AW manager will monitor all projects in order to ensure that agreed targets are met without reduction in quality of service.

14. Arbitration

Disputes or differences arising in relation to this work shall be referred for a decision in accordance with the Rules of the Chartered Institute of Arbitrators' *Arbitration Scheme for the Institute for Archaeologists* applying at the date of the agreement.

15. References

Chartered Institute for Archaeologists, 2014. Standards and guidance for the collection, compilation, transfer and deposition of archaeological archives.

Chartered Institute for Archaeologists, 2014. Standards and guidance for the collection, documentation, conservation and research of archaeological materials.

Chartered Institute for Archaeologists, 2014. Standards and guidance for excavation.

Chartered Institute for Archaeologists, 2014. Standards and guidance for an archaeological watching brief.

Clwyd-Powys Archaeological Trust, 2011: Builth Wells. CPAT Report No 1056 (retrieved 31/01/2019): <http://www.cpat.org.uk/ycom/breck/builthwells.pdf>

English Heritage, 2002. Guidelines for Environmental Archaeology.

English Heritage, 2006. Management Of Research Projects in the Historic Environment (MORPHE).

Welsh Archaeological Trusts, 2018. Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)

Scheduled Monument Report accessed 31 January 2019

<https://cadw.gov.wales/historicenvironment/recordsv1/cof-cymru/?lang=en>

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