

# *Archaeology Wales*

## **75 Eastgate, Cowbridge, Vale of Glamorgan**

### Archaeological Watching Brief



By  
John Davey


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
# *Archaeology Wales*

**75 Eastgate, Cowbridge, Vale of  
Glamorgan**

Archaeological Watching Brief

Prepared For: RFP Architects Ltd

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Report No: 1934

**November 2020**

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## **Non-Technical Summary**

*This report results from work undertaken by Archaeology Wales Ltd (AW) at the request of RFP Architects Ltd. The work consisted of an archaeological watching brief conducted during the ground works associated with the construction of a two-storey rear extension at 75, Eastgate, Cowbridge CF71 7DG, centred on grid reference SS 99752 74560.*

*The site is located on the north side of the A4222 at 75 Eastgate, approximately 200m east of Cowbridge Town Centre (Figures 1 and 2). The plot currently comprises a business premises fronting on to Eastgate with outbuilding and car park at the rear. The development site is located in an area of high archaeological potential.*

*Groundworks took place on 26th October 2020, when the machine excavation of three footings trenches associated with the construction of the rear two-storey extension was monitored.*

*No finds or features of archaeological significance were recorded. A short section of blockwork wall is likely to date from the early 20<sup>th</sup> century and was demolished by 1951 at which time a dark garden soil developed on the site.*

*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 Chartered Institute for Archaeologists.*

## **Crynodeb an Thechnegol**

*Mae'r adroddiad hwn yn deillio o waith a wnaed gan Archaeology Wales Ltd (AW) ar gais RFP Architects Ltd. Roedd y gwaith yn cynnwys briff gwyllo archeolegol a gynhaliwyd yn ystod y gwaith tir sy'n gysylltiedig ag adeiladu estyniad cefn deulawr yn 75, Eastgate, Y Bont-faen CF71 7DG, yn canolbwyntio ar gyfeiriad grid SS 99752 74560.*

*Mae'r safle wedi'i leoli ar ochr ogleddol yr A4222 yn 75 Eastgate, tua 200m i'r dwyrain o Ganol Tref y Bont-faen (Ffigurau 1 a 2). Ar hyn o bryd mae'r plot yn cynnwys safle busnes sy'n ystyried ymlaen i'r Dwyrain gydag adeiladau allanol a maes parcio yn y cefn. Mae'r safle datblygu wedi'i leoli mewn ardal o botensial archeolegol uchel.*

*Digwyddodd groundwork ar 26 Hydref 2020, pan gafodd y peiriant cloddio am dri throedydd sy'n gysylltiedig ag adeiladu'r estyniad deulawr cefn ei fonitro.*

*Ni chofnodwyd unrhyw ddarganfyddiadau na nodweddion o arwyddocâd archeolegol. Mae rhan fer o wal waith blocio yn debygol o ddechrau'r 20fed ganrif ac fe'i dymchwelwyd erbyn 1951 ac erbyn hynny roedd pridd gardd dywyll wedi datblygu ar y safle.*

*Cynhaliwyd yr holl waith yn unol â safonau a chanllawiau Sefydliad Siartredig yr Archaeolegwyr (2014). Sefydliad Cofrestredig yw AW gyda Sefydliad Siartredig archaeolegwyr.*

## **1. Introduction**

Archaeology Wales (AW) was commissioned by RFP Architects Ltd to undertake an archaeological watching brief during groundworks associated with the construction of a two storey rear extension at 75, Eastgate, Cowbridge CF71 7DG, centred on grid reference SS 99752 74560 (Figure 1-2).

The site is located on the north side of the A4222 at 75 Eastgate, approximately 200m east of Cowbridge Town Centre (Figures 1 and 2). The plot currently comprises a business premises fronting on to Eastgate with outbuilding and car park at the rear, with rear access from Melbourne Close.

Following consultation with Glamorgan-Gwent Archaeological Trust Ltd- Archaeological Planning Management (GGAT-APM), it has been agreed that archaeological monitoring in the form of a watching brief is required for the proposed works. This was to mitigate the impact of the proposed development on the archaeological resource. Subsequently a Written Scheme of Investigation (WSI) was prepared by Archaeology Wales and approved by GGAT-APM (Appendix 2). All work was undertaken in accordance with the standards and guidelines of the Chartered Institute for Archaeologists (2014).

The watching brief took place on 26 October 2020, supervised by Juan Moreno (AW). The project was managed by John Davey (MCIfA).

## **2. Site Description and Archaeological Background**

### **2.1 Location, Topography and Geology**

2.1.1. The plot, including the buildings measures approximately 7m-8.5m wide E-W by just over 50m long (N-S) covering an area of 387m<sup>2</sup> in total. Proposed works include the demolition of outbuildings, construction of a new building and the removal of the car park with associated landscaping to create 3 new apartments, gardens and reduced car parking at the rear. The watching brief comprised monitoring the machine excavation of three footings for the rear extension.

2.1.2. The underlying geology of the site is composed of Conglomerate, part of the Mercia Mudstone Group (marginal Facies) a Sedimentary Bedrock formed approximately 201 to 252 million years ago in the Triassic Period. Superficial deposits comprise Devensian Glaciofluvial Deposits, - sand and gravel formed up to 2 million years ago in the Quaternary Period. There is no available borehole data for the site (BGS, 2020).

### **2.2 Archaeological and Historical Background**

2.2.1. The proposed development site is located in an area of high archaeological potential. Various excavations between 1977 and 1988 in and around Cowbridge have revealed elements of a nucleated Roman settlement alongside the Roman road from Cardiff to Neath, covering a minimum of 10.5ha. The relative importance of this settlement during the Roman

period is highlighted by the range of high-status buildings and finds that the excavations have revealed. These include a bathhouse, several other buildings including evidence for industrial activity, 5 burials, 18 brooches, 103 coins and 19 bracelets (Allen et al). The settlement is thought to span the 2nd to 4th centuries AD. The centre of this important settlement is located approximately 400m NW of the proposed development site.

2.2.2. The regional Historic Environment Record (HER)... indicates the development is located adjacent to the projected line of the Roman road (RR60c) running from Cardiff to Neath, less than 200m east of the Roman settlement at Cowbridge (likely Roman Bovium). Excavations at Hopyard Meadow to the northwest of the proposal uncovered Roman ditches and a possible building. The 'Cowbridge Lion', a piece of funerary sculpture was also recovered, suggesting that a cemetery is present in the area. A Romano-British well or pit was discovered during a watching brief at 69 Eastgate in 2012 (Robic, 2012).

2.2.3. There is also evidence for pre-Roman Iron Age activity in close proximity to the site. The Scheduled Monument of Caer Dynnaf Hillfort is located approximately 1.4Km W of the proposed development site.

2.2.4. The medieval town of Cowbridge was a significant new walled town planted on the old Roman Road and acted as an administrative centre for the vale of Glamorgan. The proposed development site lies less than 200m outside of the east gate of medieval Cowbridge alongside the main route into town from the SE.

2.2.5. 75 Eastgate is shown as plot 80 on the Cowbridge tithe map of 1841 and named a Coach manufactory and Garden. The current gable fronted building constructed from ashlar rubble with ashlar window surrounds is likely to represent the original manufactory building, with the addition of a later Victorian shopfront. An annexe had been added at the rear of the original building by the OS 1:2500 County Series Map of 1877, as well as two small square structures against the rear property boundary. Minor alterations to the plot layout continued throughout the late 19th and early 20th century, although the current layout of buildings was finalised, from cartographic and AP evidence, between 1978 and 2001, with the car park added between 2001 and 2006.

### **3. Methodology**

Groundworks took place over a single visit on 26<sup>th</sup> October 2020. Juan Moreno monitored the machine excavation of three footings (Footings 1-3) associated with the constructed of the rear two-storey extension (Figures 2 & 3).

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**

### **Footing 1 (Figure 3; Plate 1)**

This footing trench was excavated by machine and formed the eastern foundation trench for the new rear extension of 75 Eastgate, Cowbridge. It measured 3m long x 1.5m wide x 0.7m deep and aligned NE-SW. The basal deposit comprised a firm, orange-brown clay (7505) containing frequent stones, including conglomerate. It is interpreted as the natural glacio-fluvial clay. The upper surface of the clay layer was revealed at a depth of 0.6m to 0.7m below ground level, sloping down slightly towards the N. A similar orange-brown Stoney clay was observed at a similar depth during an archaeological watching brief on the neighbouring 77 Eastgate in 2017 (Moore & Muller, 2017). Above this clay was a dark grey silty clay (7504) containing fragments of ceramic pipe, white ware pottery, slate and tile. It was exposed at a depth of approximately 0.3m below ground level. It is interpreted as a 20<sup>th</sup> century garden soil, extending across the entire area of the footings trenches measuring at least 5m long E-W by 3m wide N-S by 0.3m thick. Above this garden soil was a compact deposit of pea gravel (7503) which formed the basal make up layer for a modern brick pavement (7501). This was exposed at a depth of approximately 0.1m below ground level and extended for 3m (E-W) x 2m (N-S) x 0.2m thick. Immediately above this was bedding sand layer (7502), 0.06m thick, upon which modern brick paving (7501) had been laid (0.05m thick). No features or finds of archaeological significance were recorded within Footing 1.

### **Footing 2 (Figure 3; Plate 2)**

Footing 2 was excavated by machine in a NW-SE alignment extending NW perpendicular from the NE end of Footing 1. It measured 5m long x 1.5m wide x 0.7m deep. The basal deposit comprised orange clay (7505) at the SE end of the trench and dark grey silty clay (7504) at the NW end of the trench, where the natural clay sloped down slightly to the NW. The sequence of deposits above (7504) was the same as in Footing 1. However a NE-SW aligned cinder block wall comprising two parallel lengths of edge laid blockwork with a central rubble filled cavity was exposed below the brick paving (7501) at the NW end of the trench (Figure 3; plate 2). The garden soil layer (7504) appeared to butt against this wall as no associated cut for the wall was apparent within the soil layer. No features or finds of archaeological significance were recorded within Footing 2.

### **Footing 3 (Figure 3; Plate 3)**

Footing 3 was excavated by machine in a NE-SW alignment extending SW perpendicular from the SW end of Footing 2. It measured 3m long x 1.5m wide x 0.7m deep. The basal deposit comprised orange clay (7505) at the SW end of the trench and dark grey silty clay (7504) at the NE end of the trench, where the natural clay sloped down slightly to the N. The sequence of deposits above (7504) was the same as in Footings 1 & 2. No features or finds of archaeological significance were recorded within Footing 3.

## 6. The Finds

No finds of archaeological significance were recorded during the archaeological watching brief. All observed material was modern (late 19<sup>th</sup> century or later), and none was retained.

## 7. Discussions and Conclusions

The results of the watching brief indicate that there are no surviving archaeological deposits dating from before the early 20<sup>th</sup> century within the area of the excavated footings.

Historic Ordnance Survey maps indicate that the block work wall revealed in Footing 2 may have formed part of an early 20<sup>th</sup> century outbuilding visible on the OS County Series 1:2500 scale map of Glamorganshire. This outbuilding may have been demolished prior to 1951, by which time there appear to be no outbuildings in the excavated area. This may suggest that the dark garden soil (7504) was developed around the middle of the 20<sup>th</sup> century. The brick paving dates from the most recent phase of modern use between 1978 and 2001 when it appears to be visible on available google earth imagery.

No significant archaeological features or material was recorded during the watching brief.

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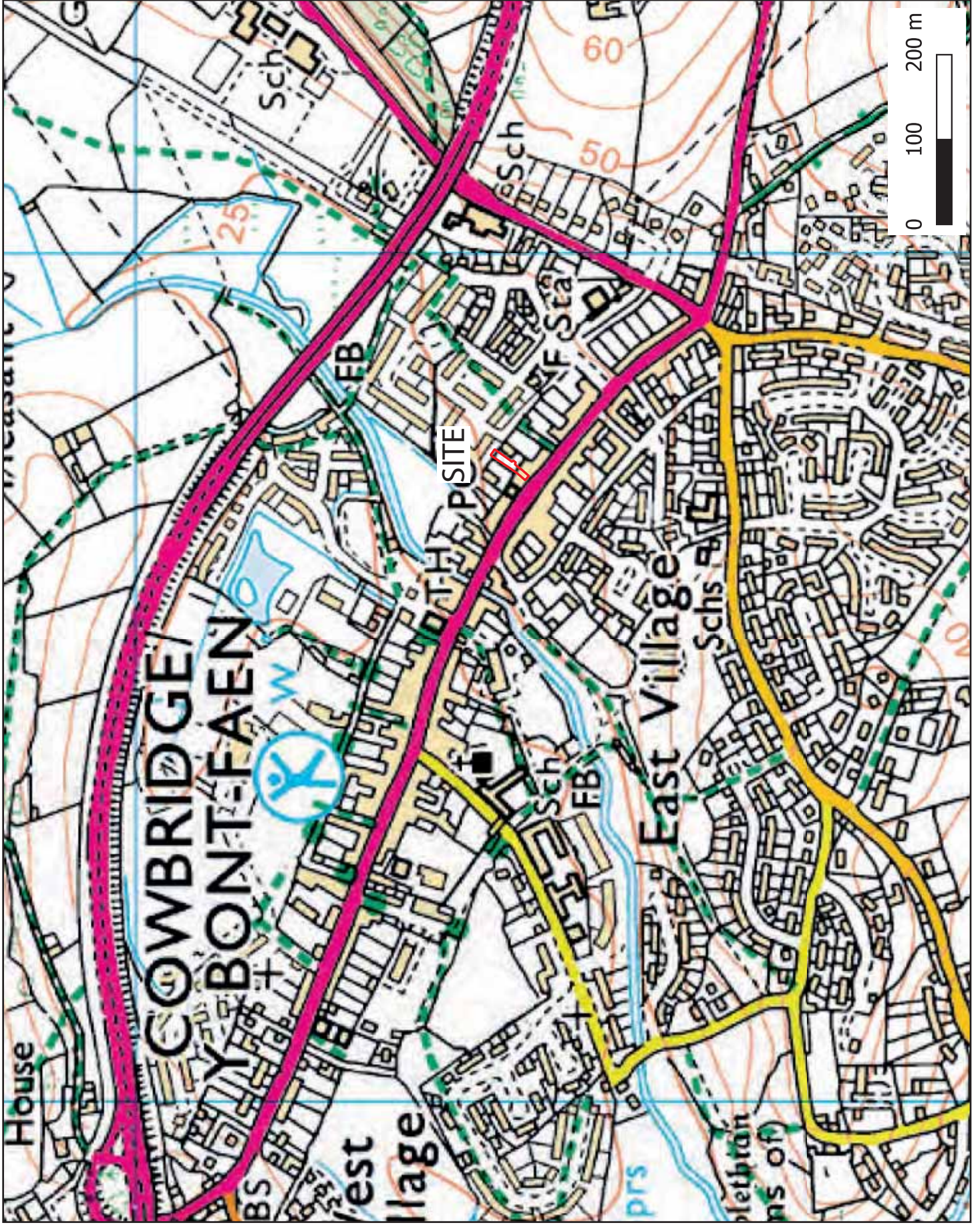
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○ Site location

Figure 1: Location plan,

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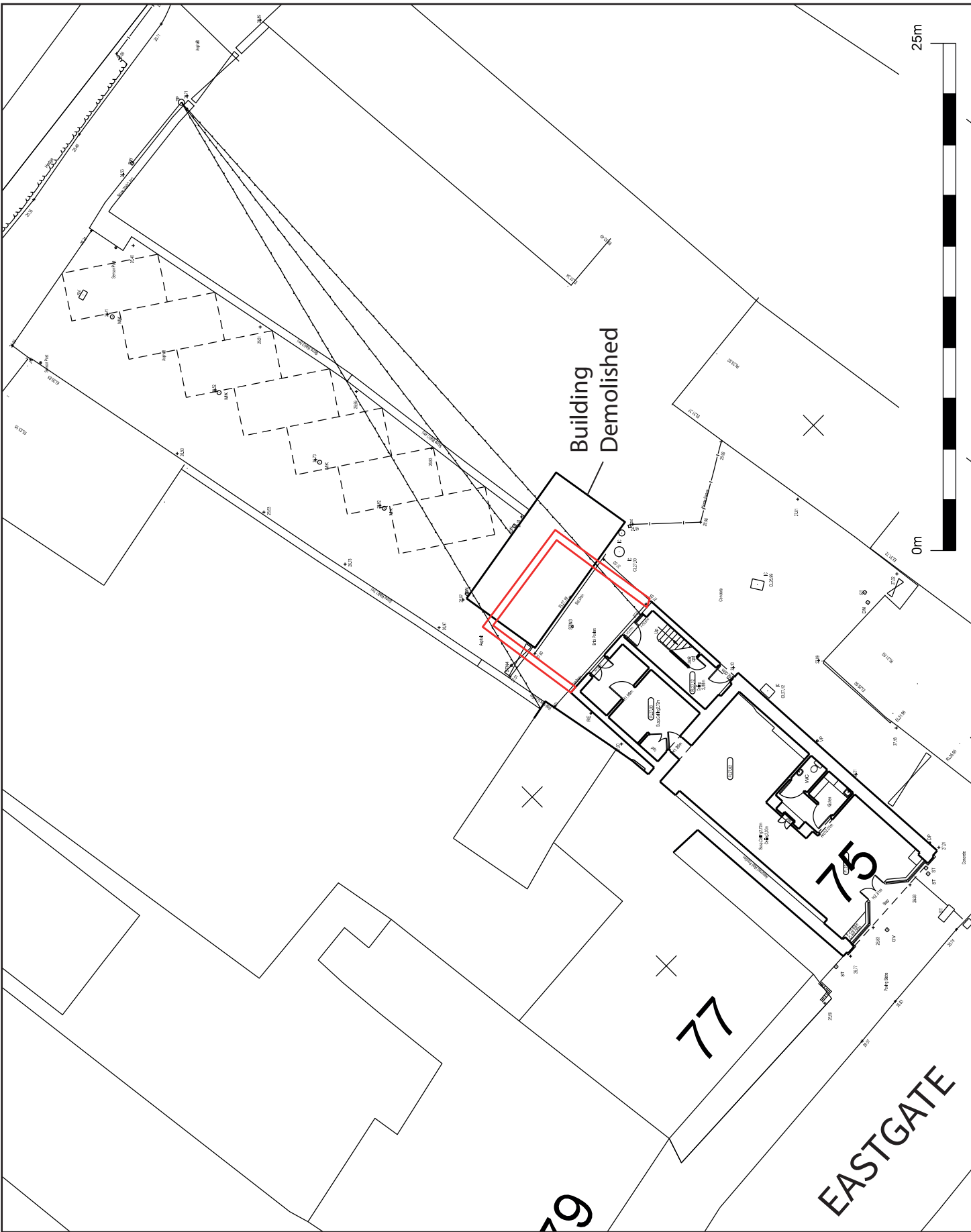




 Trench location

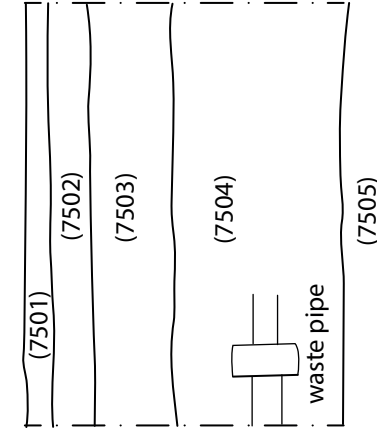
**Figure 2: Trench Location plan,**

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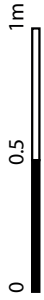




NE  
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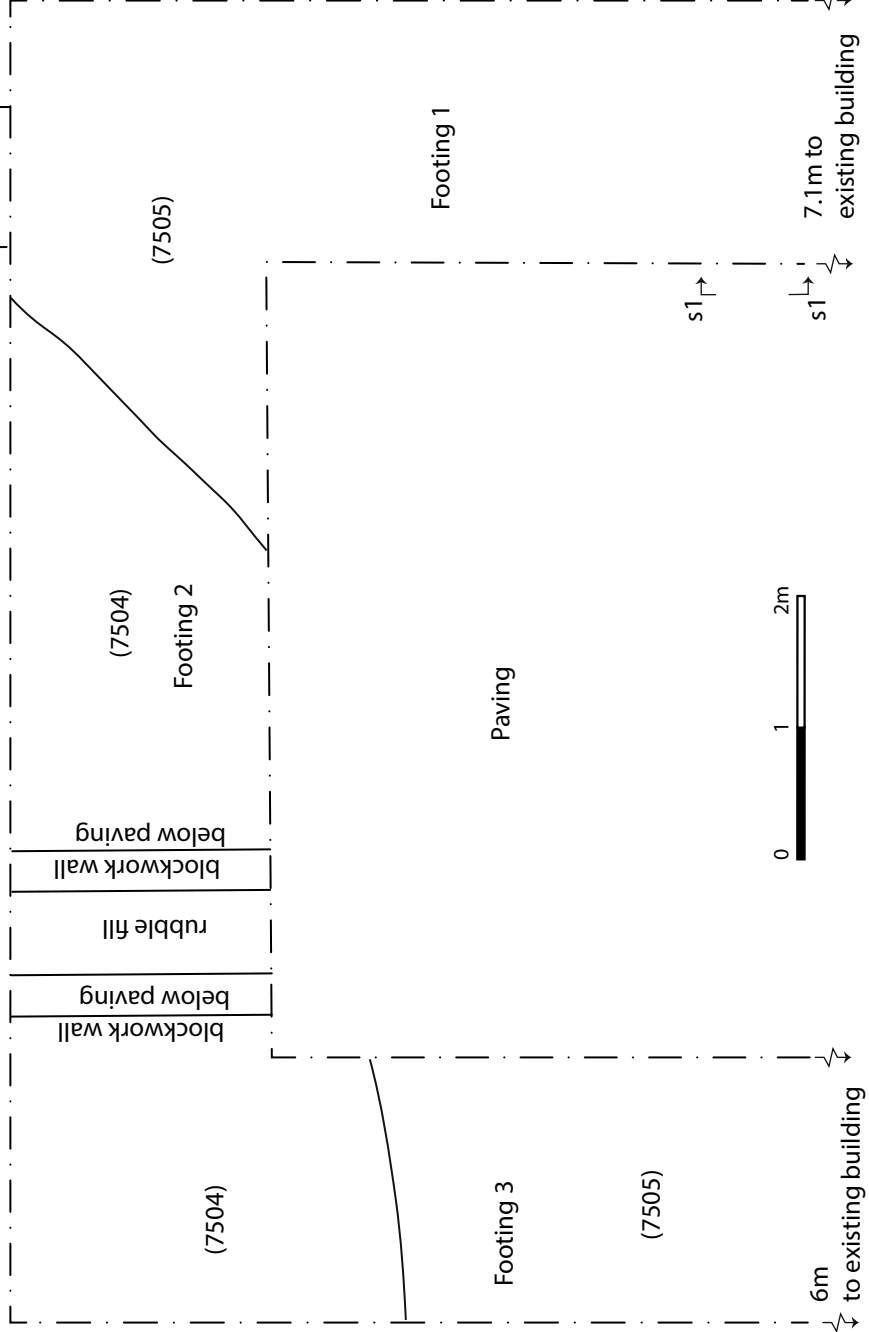
Section 1 (s1): Representative SE Facing section of footing 1



stone property boundary wall

Tarmac

Tarmac



Plan 1: Plan of Footings 1-3

Figure 3: Excavation Plan and Representative Section







Plate 1: Footing 1, SE Facing Section, looking NW. 1m scale



Plate 2: Footing 2 fully excavated, looking NW.





Plate 3: Footing 3, fully excavated, Looking NW.

*Archaeology*  
*Wales*

**APPENDIX I:**  
**Context Inventory**

## Appendix I: Context Register

Context No.	Tr. No.	Type	Description	Dimensions	Relationship
7501	1-3	Deposit	Modern brick paving	4.75m long 4.75m wide 0.05m thick	Above (7502)
7502	1-3	Deposit	Loose brown bedding sand for brick paving	3m long 2m wide 0.06m thick	Below (7501) Above (7503)
7503	1-3	Deposit	Firm grey compacted pea gravel associated with brick paving	3m long 2m wide 0.2m thick	Below (7502) Above (7504)
7504	1-3	Deposit	Firm dark grey silty clay, possible garden soil	5m long 3m wide 0.3m deep	Below (7503) Above (7505)
7505	1-3	Deposit	Firm orange-brown clay containing frequent conglomerate stones. Possibly natural glacio-fluvial deposit	unexcavated	Below (7504)



# *Archaeology* *Wales*

## **APPENDIX II: Written Scheme of Investigation**

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**WRITTEN SCHEME OF INVESTIGATION  
FOR AN ARCHAEOLOGICAL WATCHING BRIEF AT  
75 Eastgate, Cowbridge, Vale of Glamorgan CF71 7DG**

**Prepared for:**

RFP Architects Ltd

**Project No: 2824**

**August 2020**



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Figure 1. site Location

Figure 2. Detailed site plan

## 1. Introduction & Planning Background

- 1.1.1. This Written Scheme of Investigation (WSI) details a programme of archaeological mitigation to be undertaken by Archaeology Wales Ltd (henceforth – AW) at the request of RFP Architects Ltd (henceforth – the client).
- 1.1.2. The archaeological mitigation will consist of a watching brief and will be undertaken during ground works associated with the demolition of rear outbuilding, change of use to provide three apartments, two storey rear extension, roof dormer, car parking, landscaping and associated works at 75, Eastgate, Cowbridge CF71 7DG, centred on grid reference SS 99752 74560.
- 1.1.3. This WSI has been prepared by John Davey MCifA MIScT (RSci) (Archaeology Wales).
- 1.1.4. The methodology set out in this WSI has been agreed with Glamorgan-Gwent Archaeological Trust – Archaeological Planning Management (GGAT-APM) in its capacity as archaeological advisors to the local planning authority (VGC). The purpose of the proposed Archaeological Monitoring (watching brief) is to provide the local planning authority with the information they are likely to request in respect of the proposed development, the requirements for which are set out in Planning Policy Revised Edition.10, Section 6.1 (2018) and Technical Advice Note (TAN) 24: The Historic Environment (2017). The work is to ensure that all archaeological and historical components of the site are fully investigated and recorded if they are to be revealed as a result of activities associated with the development.
- 1.1.5. GGAT-APM has recommended that a watching brief is undertaken during groundworks to ensure there is no accidental damage to the archaeological resource and to ensure that any archaeological remains that are encountered are recorded.
- 1.1.7. Conditional Planning Permission for the development was granted on 8<sup>th</sup> January 2020 (VGC planning ref: 2019/01410/FUL). Condition 6 of the planning permission states:
- 6. No development approved by this permission shall commence until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which shall be submitted by the applicant and approved in writing by the Local Planning Authority and the programme and scheme shall be fully completed as defined in the approved details.*
- Reason: In order that archaeological operations are undertaken to an acceptable standard and that legitimate archaeological interest in the site is satisfied and to ensure compliance with Policies SP1 (Delivering the Strategy), SP10 (Built and Natural Environment) and MD8 (Historic Environment) of the Local Development Plan.*
- 1.1.8. All work will be undertaken to the standards and guidance set by the Chartered Institute for Archaeologists (2014, updated June 2020). AW is a Registered Organisation with the CfA.

## 2. Site Description

- 2.1.1. The site is located on the north side of the A4222 at 75 Eastgate, approximately 200m east of Cowbridge Town Centre. (Figures 1 and 2). The plot currently comprises a business premises fronting on to Eastgate with outbuilding and car park at the rear, with rear access from Melbourne Close.
- 2.1.2. The plot, including the buildings measures approximately 7m-8.5m wide E-W by just over 50m long (N-S) covering an area of 387m<sup>2</sup> in total. Proposed works include the demolition of outbuildings, construction of a new building and the removal of the car park with associated landscaping to create 3 new apartments, gardens and reduced car parking at the rear.
- 2.1.3. The underlying geology of the site is composed of Conglomerate, part of the Mercia Mudstone Group (marginal Facies) a Sedimentary Bedrock formed approximately 201 to 252 million years ago in the Triassic Period. Superficial deposits comprise Devensian Glaciofluvial Deposits, - sand and gravel formed up to 2 million years ago in the Quaternary Period. There is no available borehole data for the site (BGS, 2020).

## 3. Archaeological & Historical Background

- 3.1.1. The proposed development site is located in an area of high archaeological potential. Various excavations between 1977 and 1988 in and around Cowbridge have revealed elements of a nucleated Roman settlement alongside the Roman road from Cardiff to Neath, covering a minimum of 10.5ha. The relative importance of this settlement during the Roman period is highlighted by the range of high-status buildings and finds that the excavations have revealed. These include a bathhouse, several other buildings including evidence for industrial activity, 5 burials, 18 brooches, 103 coins and 19 bracelets (Allen et al). The settlement is thought to span the 2nd to 4th centuries AD. The centre of this important settlement is located approximately 400m NW of the proposed development site.
- 3.1.2. The regional Historic Environment Record (HER)... indicates the development is located adjacent to the projected line of the Roman road (RR60c) running from Cardiff to Neath, less than 200m east of the Roman settlement at Cowbridge (likely Roman Bovium). Excavations at Hopyard Meadow to the northwest of the proposal uncovered Roman ditches and a possible building. The 'Cowbridge Lion', a piece of funerary sculpture was also recovered, suggesting that a cemetery is present in the area. A Romano-British well or pit was discovered during a watching brief at 69 Eastgate in 2012 (Robic, 2012).
- 3.1.3. There is also evidence for pre-Roman Iron Age activity in close proximity to the site. The Scheduled Monument of Caer Dynnaf Hillfort is located approximately 1.4Km W of the proposed development site.
- 3.1.4. The medieval town of Cowbridge was a significant new walled town planted on the old Roman Road and acted as an administrative centre for the vale of Glamorgan. The

proposed development site lies less than 200m outside of the east gate of medieval Cowbridge alongside the main route into town from the SE.

3.1.5. 75 Eastgate is shown as plot 80 on the Cowbridge tithe map of 1841 and named a *Coach manufactory and Garden*. The current gable fronted building constructed from ashlar rubble with ashlar window surrounds is likely to represent the original manufactory building, with the addition of a later Victorian shopfront. An annexe had been added at the rear of the original building by the OS 1:2500 County Series Map of 1877, as well as two small square structures against the rear property boundary. Minor alterations to the plot layout continued throughout the late 19<sup>th</sup> and early 20<sup>th</sup> century, although the current layout of buildings was finalised, from cartographic and AP evidence, between 1978 and 2001, with the car park added between 2001 and 2006.

## 4. Objectives

4.1.1. This WSI sets out a program of works to ensure that the watching brief will meet the standard required by The Chartered Institute for *Archaeologist's Standard and Guidance for Archaeological Watching Briefs* (2014, updated June 2020).

4.1.2. 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.

4.1.3. 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.

4.1.4. 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

5.1.1. The watching brief will be undertaken, in the targeted area discussed above, during ground works associated with the proposed development. AW will update GGAT-APM with the exact date.

### 5.2. Report delivery

5.2.1. The report will be submitted to the client and to GGAT-APM 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**

- 6.1.1. The work will be undertaken to meet the standard required by The Chartered Institute for Archaeologist's Standard and Guidance for Watching Briefs (2014, updated June 2020).
- 6.1.2. Excavations should be undertaken using a tracked 360 degree excavator equipped with a flat-bladed bucket and will be monitored by a suitably qualified archaeologist.
- 6.1.3. The site archaeologist undertaking the watching brief will be afforded the required access by the main contractor in order 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.
- 6.1.4. 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 the client, GGAT-APM and AW will be called at the earliest convenience.
- 6.1.5. If significant archaeological features are encountered contingency arrangements will be made. Contingency costs will be agreed in advance before any extension to the programme commences and will follow a site meeting between Archaeology Wales, the client and GGAT-APM.

### **6.2. Recording**

- 6.2.1. Recording will be carried out using AW recording systems (pro-forma context sheets etc) using a continuous number sequence for all contexts.
- 6.2.2. 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.
- 6.2.3. All features identified will be tied into the OS survey grid and fixed to local topographical boundaries.
- 6.2.4. Photographs will be taken in digital format with an appropriate scale, using a 12MP camera with photographs stored in Tiff format.
- 6.2.5. The archaeologist undertaking the watching brief will have access to the AW metal detector and be trained in its use.

### **6.3. Finds**

- 6.3.1. 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.
- 6.3.2. All manner of finds regardless of category and date will be retained.
- 6.3.3. Finds recovered that are regarded as Treasure under *The Treasure Act 1996* will be reported to HM Coroner for the local area.
- 6.3.4. 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

- 6.4.1. 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 (2<sup>nd</sup> Edition 2011)*.

#### 6.5. Human remains

- 6.5.1. 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)*.
- 6.5.2. A meeting with GGAT-APM, and the client 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

- 6.6.1. 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)

## 6.7. Specialist reports

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

## 7. Monitoring

7.1.1. GGAT-APM will be contacted approximately five days prior to the commencement of archaeological site works, and subsequently once the work is underway.

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

7.1.3. Representatives of GGAT-APM will be given access to the site so that they may monitor the progress of the watching brief. GGAT-APM will be kept regularly informed

about developments, both during the site works and subsequently during post-excavation.

## **8. Archive and Reporting programme**

### **8.1. Site archive**

8.1.1. 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.

8.1.2. 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). It will also conform to the guidelines set out in 'The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017' (National Panel for Archaeological Archives in Wales 2017). The legal landowner's 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).

### **8.2. Analysis**

8.2.1. Following a rapid review of the potential of the site archive, a programme of analysis and reporting will be undertaken. The report will adhere to the Welsh Archaeological Trust's joint Guidance for the Submission of Data to the Welsh Historic Environment Records (2018).

8.2.2. This will result in the following inclusions in the final report:

- A bilingual 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.

### **8.3. Reports and archive deposition**

#### **Report to client**

- 8.3.1. 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 the client and GGAT-APM upon completion.

#### **Additional reports**

- 8.3.2. 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.

#### **Summary reports for publication**

- 8.3.3. 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.

#### **Notification of important remains**

- 8.3.4. 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.

#### **Archive deposition**

- 8.3.5. 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.
- 8.3.6. 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.
- 8.3.7. Copies of all reports, the digital archive and an archive index will be deposited with the National Monuments Record, RCAHMW, Aberystwyth.
- 8.3.8. Wherever the archive is deposited, this information will be relayed to the HER. A summary of the contents of the archive will be supplied to GGAT-APM.

#### **Finds deposition**

- 8.3.9. 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.

## Staff

8.3.10. The project will be managed by John Davey (AW Project Manager) and the fieldwork undertaken by AW Staff. Any alteration to staffing before or during the work will be brought to the attention of GGAT-APM and the client.

## 9. Health and Safety

### 9.1. Risk assessment

9.1.1. 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.

### 9.2. Other guidelines

9.2.1. 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)*.

### 9.3. Covid-19 specific Considerations

- If an AW Staff member believes they are at an increased risk from the virus they are to contact management.
- If anyone is showing symptoms of Covid-19 they are to go home immediately and notify the appropriate people.
- Staff will drive to site in a private vehicle alone or with someone from their household only. If sites require multiple staff members to attend, they will travel separately and will try to avoid the use of public transport (walking, cycling etc)
- Staff will stay at least 2m away from any person, who does not live within their own household, AT ALL TIMES. This includes on site, within office space, in the canteen and all other parts of the compound.
- Staff will wash hands regularly and thoroughly, especially on arriving to site, leaving site and before eating.
- The staff members should take their own food and drink to site.
- Once returning home, appropriate care should be taken to ensure that contamination does not spread (change clothes, shower etc)
- Staff will avoid touching surfaces if possible. If they have to touch a surface, such as a door handle or toilet seat, staff must either wear gloves or wash their hands/ relevant body

part with sterilising hand wash immediately afterwards. DO NOT touch your face after touching any surface. Staff should also disinfect surfaces before and after touching. Staff must bring their own sterilising handwash, wipes and gloves and dispose of them safely after use.

- All staff will read, sign and adhere to the separate AW Covid – 19 risk assessment AND Site Operating Procedures for full details and work in accordance with them.
- If any AW staff, contractor or any other persons on site are not abiding by these rules, the staff member will remove themselves from the risk and contact the Project Manager immediately.

## 10. Community Engagement and Outreach

10.1.1. 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.

10.1.2. 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.

10.1.3. 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.

## 11. Insurance

11.1.1. 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.

## 12. Quality Control

### Professional standards

12.1.1. 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.

### Project tracking

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

### 13. Arbitration

13.1.1. 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.

### 14. References

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English Heritage, 2002. *Guidelines for Environmental Archaeology*

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

#### Websites

British Geological Survey: Geology of Britain viewer, [www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html](http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html) (accessed 23/06/20)

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