

Archaeology Wales

Llanrumney Hall, Llanrumney, Cardiff

Archaeological Watching Brief



By
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Report No. 1785


Archaeology Wales

Llanrumney Hall, Llanrumney Cardiff

Archaeological Watching Brief

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Non-Technical Summary

This report results from work undertaken by Archaeology Wales Ltd (AW) on behalf of Franks and Toms Architects at Llanrumney Hall, Ball Road, Llanrumney, Cardiff, CF3 4JJ (NGR ST 21715 80975). It details the results of an archaeological watching brief that took place to ensure the preservation by record of any archaeological remains encountered during ground works associated with the construction of a single storey extension for a community creche (Planning Application No. 18/01685/MNR).

The development was located at Llanrumney Hall which is a Grade II Listed Building, thought to have been constructed in the sixteenth century (Cadw Ref: 13646). The Glamorgan-Gwent Archaeological Trust – Archaeological Planning Management (GGAT-APM) recommended that an archaeological watching brief was to be undertaken during ground works to mitigate the impact of the development on any surviving buried archaeological resource within the bounds of the site.*

A single archaeological feature was encountered, namely a shallow ditch or gully and no finds were recovered during the excavations, with the trenches being dug through modern, made ground deposits and a grassed lawn area into the underlying geology.

All work was undertaken to the Standards and Guidance for an Archaeological Watching Brief as set by the Chartered Institute for Archaeologists (2014).

Crynodeb Annhechnolegol

Mae'r adroddiad hwn yn deillio o waith a wnaed gan Archeoleg Cymru Cyf. (AW) ar ran Franks and Toms Architects yn Neuadd Llanrhymni, Ball Road, Llanrhymni, Caerdydd, CF3 4JJ (NGR ST 21715 80975). Mae'n rhoi manylion canlyniadau o frîff gwylio archeolegol a gynhaliwyd i sicrhau bod unrhyw olion archeolegol a darganfuwyd yn cael eu cadw wrth gofnod wrth i'r gwaith daear, a oedd yn gysylltiedig ag adeiladu estyniad un-llawr ar gyfer meithrinfa gymunedol, cael ei wneud (Rhif Cais Cynllunio 18/01685/MNR).

Lleolwyd y datblygiad yn Neuadd Llanrhymni, sy'n Adeilad Rhestredig Gradd II*, a chredwyd ei fod wedi'i adeiladu yn yr unfed ganrif ar bymtheg (Cyf. Cadw: 13646). Argymhellodd Adran Rheoli Cynllunio Archeolegol – Ymddiriedolaeth Archeoleg Glamorgan-Gwent (GGAT-APM) bod brîff gwylio archeolegol yn cael ei ymgymryd yn ystod y gwaith daear er mwyn lliniaru'r effaith y datblygiad ar unrhyw adnodd archeolegol sydd wedi goroesi dan ddaear o fewn ffiniau'r safle.

Darganfuwyd un nodwedd archeolegol, sef ffos bas neu yli, ac nid oedd unrhyw ddarganfyddiadau archeolegol wedi'i adfer yn ystod y cloddiadau, gyda'r ffosydd yn cael ei gloddio, trwy ddyddodion tir modern ac ardal lawnt glaswellt, lawr i'r ddaeaereg waelodol.

Cafodd yr holl waith ei wneud i'r safonau pennwyd gan Sefydliad Siartredig yr Archeolegwyr yn *Standards and Guidance for an Archaeological Watching Brief (2014)*.

1 Introduction

1.1 Location and Scope of Works

- 1.1.1 In October 2018 Archaeology Wales Ltd (AW) was commissioned by Franks and Toms Architects to carry out an archaeological watching brief at Llanrumney Hall, Ball Road, Llanrumney, Cardiff. The site is centred on NGR ST 21715 80975 (Figure 1). This work relates ground works associated with the construction of a single storey extension for a community creche.
- 1.1.2 GGAT-APM recommended that a written scheme of historic environment mitigation with scope for a watching brief was to be undertaken as there is the potential in encountering archaeological remains, associated with the medieval and Post-Medieval periods of occupation on the property, during the development's proposed groundworks.
- 1.1.3 AW produced a Specification (AW 2018, Appendix II) in accordance with the Standard and Guidance for Archaeological Watching Briefs (ClfA 2014) to provide an approved methodology of archaeological work to be implemented during the construction works, which was subsequently approved by GGAT-APM as the archaeological advisors to Cardiff Council.
- 1.1.4 The watching brief took place on the 19th and 22nd of October 2018 and was undertaken by Susan Stratton and Jennifer Muller.

1.2 Topography and Geology

- 1.2.1 The development site is located at Llanrumney Hall, in the suburb of Llanrumney, which is located on the north-eastern edge of Cardiff. The hall is bounded to the north and north-east by residential properties, to the east and south by open grassland and to the west by Ball Road. The development consists of a single storey extension, rectilinear in shape and measuring 18.569m by 6.075m, which will be constructed on the north-western corner of the hall (Figure 2).
- 1.2.2 The site overlies the Raglan Mudstone Formation, which is comprised of mudstone, siltstone and sandstone. This is a sedimentary bedrock that formed during the Silurian Period. The superficial deposits recorded for the site are Glaciofluvial Sheet Deposits, comprising of sand and gravel that formed two million years ago. Just to the east of the site this superficial deposit gives way to glacial till (BGS, 2018).

1.3 Archaeological and Historical Background

- 1.3.1 The site is located in what is now the suburb of Llanrumney on the north-eastern edge of Cardiff. Llanrumney Hall is a Grade II* Listed Building (Cadw Ref: 13646) and is thought to date back to the sixteenth century. The site is known to have formed part of a medieval monastic grange when the land was owned by Keynsham Priory. During the sixteenth century the estate passed to the Morgan family who constructed the hall. The hall was substantially rebuilt in the early nineteenth century, with further remodelling during the twentieth century.

- 1.3.2 The First Edition County Series Map, dated 1882, shows Llanrumney Hall surrounded by park land, with a formal walled garden behind the property to the north. The map shows paths and garden features in the area of construction. From the building footprint shown on the map, it is clear that the twentieth century alterations included some demolition and it may be that building remains may also survive within the construction area.

2 Methodology

- 2.1.1 A watching brief complying with the Chartered Institute for Archaeologists (CIfA) *Standard and Guidance for Archaeological Watching Briefs* (2014) was undertaken during all intrusive ground work on the site.
- 2.1.2 The watching brief was undertaken to allow the preservation by record of any archaeological deposits, the presence and nature of which could not be determined in advance of works. The watching brief also provides an 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 itself are not sufficient to support treatment to a satisfactory and proper standard (CIfA, 2014).
- 2.1.3 The excavation was carried out using a 13 tonne 360° tracked excavator equipped with a 450mm toothless grading bucket. The entire process was monitored by a suitably trained archaeologist.
- 2.1.4 Sections and plans of the excavation were photographed using a 12MP digital camera. All the deposits encountered were recorded by means of a continuous context numbering system and recorded on pro-forma context sheets. All features and deposits are described in accordance with CIfA conventions. A register of all contexts and photographs was also made.

3 Watching Brief Results

- 3.1.1 The stratigraphy seen throughout the site varied greatly and the relationship between deposits was difficult to determine given the nature of the works. Several representative sections were recorded to identify the deposits found (Figure 2).
- 3.1.2 In Section 1 (Plate 1) the basal deposit encountered during the excavation works was a mid brown-red soft clay with small stones and flecks of natural coal and charcoal (005), this deposit had a minimum depth of 0.28m but the full extent was not seen. This deposit possibly represented the geological natural. Overlying this deposit was a light brown-orange clay with a thickness of 0.16m (004). Overlying deposit 004 was a mixed brown blue clay with occasional stones (003). This deposit measured 0.2m in depth. The uppermost deposits comprise the red-brown hardcore (002) and the tarmac (001) which had a combined depth of 0.3m.
- 3.1.3 The basal deposit seen in Section 2 (Plate 2) was a light yellow-grey clay (008), this had

an excavated depth of 0.1m but was not bottomed. This deposit was overlain by a light brown grey clay with a depth of 0.15m (007). the uppermost deposit in this section was a 0.5m deep loose loam (006)

- 3.1.4 The basal deposit seen in Section 3 (Plate 3) was mid brown-red soft clay (014) likely the same as natural deposit 005. This had an excavated depth of 0.15m but not bottomed. Overlying this deposit was a light grey-yellow silty clay (013) with a depth of 0.25m. Cutting both deposits 013 and 014 was a shallow feature [012] with a concave base, which was only visible in one section, possibly a gully or a pit, it was 0.6m wide and 0.20m in depth. It had a fill (011) of a dark grey brown silty clay with flecks of coke or coal and rounded stones. Partially filling the cut feature and overlying deposit 013 was a mid brown-blue compact clay with charcoal flecks (010) with a depth of 0.13m. The uppermost deposit in the section was a loose grey hard core with angular limestone (009). This deposit had a recorded depth of 0.3m.
- 3.1.5 The basal deposit seen in Section 4 (Plate 4) was a compact mid brown-red clay (018) similar to deposit 005, this was excavated to a depth of 0.2m but was not bottomed. This was overlain by a compact red-brown silty clay (017) with a depth of 0.1m. Overlying this deposit was a concrete layer (016) that varied in depth throughout the section with an average of 0.12m depth. This was overlain by a friable dark brown grey loam with frequent small angular stones (015) with a depth of 0.11m. The uppermost deposits in this section were the hardcore and tarmac deposits (001 and 002) seen in Section 1.

4 Conclusion

- 4.1.1 The watching brief produced no results for any activity earlier than the second half of the 20th century, with only extant sewer pipes and associated mains being encountered as well as a number of other buried services of a recent date and a small area of buried concrete, the latter considered to be associated with the work for inserting the sewer system.

5 Bibliography

Archaeology Wales, 2018. *Written Scheme of Investigation for an Archaeological Watching Brief at Llanrumney, Cardiff.*

CIfA, 2014. *Standard and Guidance for Archaeological Watching Briefs* (Unpublished Guidance accessible at www.archaeologists.net).

NERC, (2016) British Geological Survey Maps (accessed at www.bgs.ac.uk).

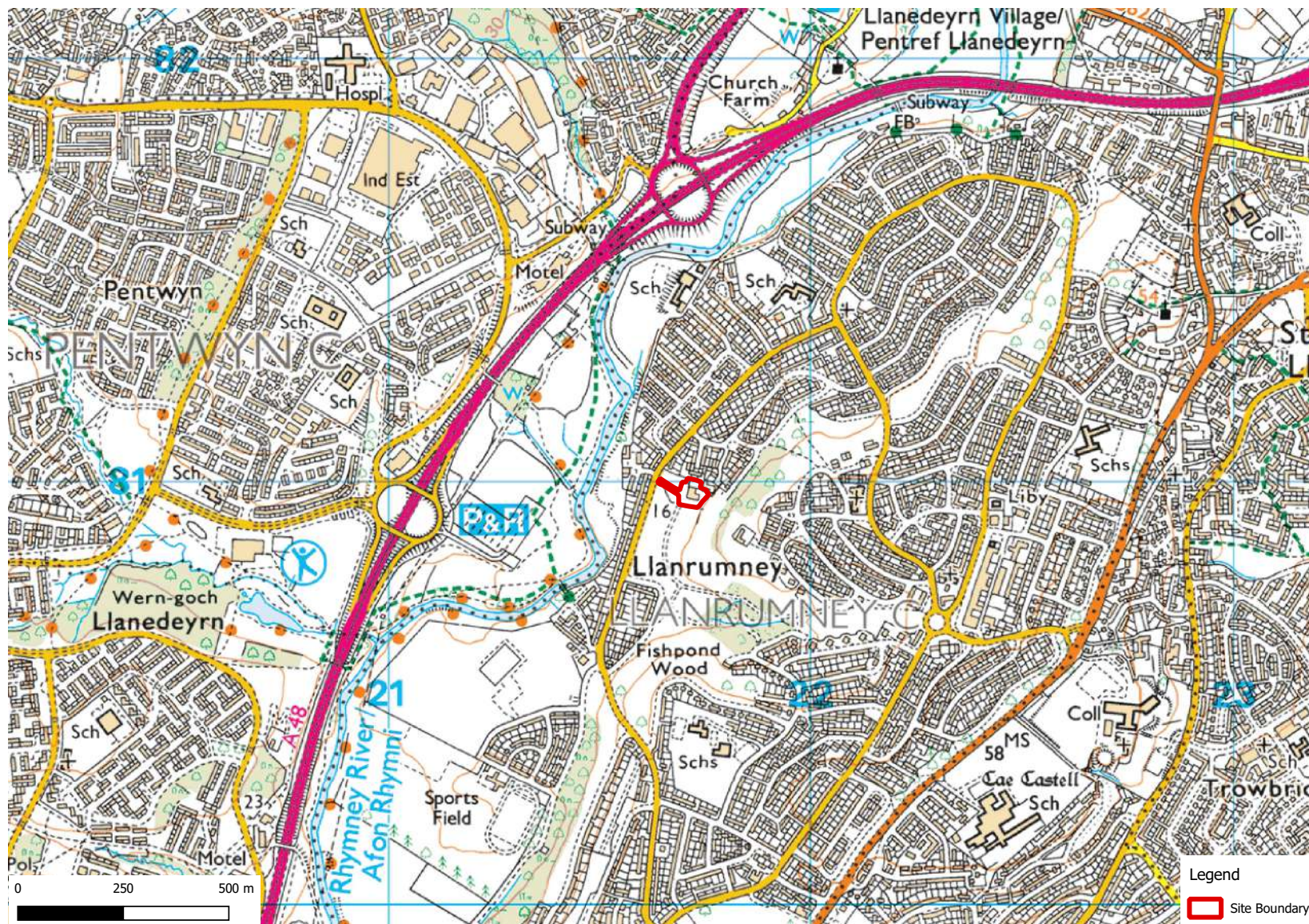


Figure 1. Map showing the location of Llanrumney Hall.

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GROUND FLOOR PLAN
(SCALE 1:100 @ A2)

Figure 2. Plan of areas excavated (red) showing recorded sections



Plate 1: Section 1, view to the south with a 1m scale

Plate 2: Section 2, view to the south with a 1m scale



Plate 3: Section 3, view to the east with a 1m scale

Plate 4: Section 4, view to the east with a 1m scale

Appendix I: Context Register

Context	Description		Relationship	Section
001	layer	Asphalt/tarmac		1
002	Layer	Reddish brown hardcore/makeup		1
003	Layer	Mixed mid brown & blue clay with occ. stones		1
004	Layer	Light brown-orange clay		1
005	Layer	Mid brownish red soft clay, small stones, charcoal/coke flecks, possibly natural		1
006	Layer	Topsoil; garden soil/loam		2
007	Layer	Subsoil; light brown grey clay		2
008	Layer	Light yellow grey clay		2
009	Layer	Loose grey hard core, medium sized angular limestone		3
010	Layer	Mid brownish/blue compact clay, charcoal flecks	f/o 012	3
011	fill	Dark grey brown, coke frags and rounded stones	f/o 012	3
012	cut	Concave base shallow sides possible ditch/pit?	f/w 011	3
013	Layer	Light grey-yellow silty clay		3
014	Layer	Mid brown-red soft clay, same as 005		3
015	Layer	Dark brownish grey loam, friable, frequent small ang stones		4
016	Layer	Concrete		4
017	Layer	Compact red/brown silty clay		4
018	Layer	Mid brown-red clay, same as 005		4

WRITTEN SCHEME OF INVESTIGATION

FOR AN ARCHAEOLOGICAL WATCHING BRIEF

AT LLANRUMNEY HALL, BALL ROAD, LLANRUMNEY, CARDIFF

Prepared for:

Franks and Toms Architects

Planning Application Number: 18/01685/MNR

October 2018



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Figure 1. Site location

Figure 2. Proposed ground floor plan

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Summary

This Written Scheme of Investigation details a programme of archaeological mitigation to be undertaken by Archaeology Wales at the request of Franks and Toms Architects.

The archaeological mitigation will consist of a watching brief that will be undertaken during ground works associated with the construction of a single storey extension for a community creche at Llanrumney Hall, Ball Road, Llanrumney, Cardiff, CF3 4JJ. The development site is centred on ST 21715 80975. The associated Planning Application No. is 18/01685/MNR.

The proposed development is located at Llanrumney Hall which is a Grade II Listed Building, thought to have been constructed in the sixteenth century (Cadw Ref: 13646). The Glamorgan Archaeological Trust - Planning Division (GGAT-PD) have recommended that an archaeological watching brief is undertaken during ground works to mitigate the impact of the development on any surviving buried archaeological resource within the bounds of the site.*

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 Written Scheme of Investigation (WSI) details the methodology for a programme of archaeological mitigation (watching brief) to be undertaken during ground works associated with the construction of a single storey extension for a community creche at Llanrumney Hall, Ball Road, Llanrumney, Cardiff, CF3 4JJ (Figure 1). The development site is centred on ST 21715 80975. The associated Planning Application No. is 18/01685/MNR. The local planning authority is Cardiff County Council (CCC). This WSI has been prepared by Dr Siân Thomas, Archaeology Wales Ltd (henceforth - AW).

The proposed development site is located at Llanrumney hall, which is a Grade II* Listed Building (Cade Ref: 13646). Llanrumney Hall is thought to have been constructed in the sixteenth century, although it has undergone a series of alterations since then.

The methodology set out in this WSI has been agreed with The Glamorgan Archaeological Trust - Planning Division (GGAT-PD) in its capacity as archaeological advisors to the local planning authority. GGAT-PD recommended that an archaeological watching brief be undertaken during ground works to mitigate the impact of the proposed development on any surviving buried archaeological resource within the bounds of the site. In a letter dated 28th August 2018 they note that;

“...there is the potential in encountering archaeological remains, associated with the medieval and Post-Medieval periods of occupation on the property, during the development’s proposed groundworks.”

The purpose of the archaeological mitigation (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 ClfA.

2. Site Description

The development site is located at Llanrumney Hall, in the suburb of Llanrumney, which is located on the north-eastern edge of Cardiff. The hall is bounded to the north and north-east by residential properties, to the east and south by open grassland and to the west by Ball Road. The development consists of a single storey extension, rectilinear in shape and measuring 18.569m by 6.075m, which will be constructed on the north-western corner of the hall (Figure 2).

The site overlies the Raglan Mudstone Formation, which is comprised of mudstone, siltstone and sandstone. This is a sedimentary bedrock that formed during the Silurian Period. The superficial deposits recorded for the site are Glaciofluvial Sheet Deposits, comprising of sand and gravel that formed two million years ago. Just to the east of the site this superficial deposit gives way to glacial till (BGS, 2018).

3. Archaeological background

The site is located in what is now the suburb of Llanrumney on the north-eastern edge of Cardiff. Llanrumney Hall is a Grade II* Listed Building (Cadw Ref: 13646) and is thought to date back to the sixteenth century. The site is known to have formed part of a medieval monastic grange when the land was owned by Keynsham Priory. During the sixteenth century the estate passed to the Morgan family who constructed the hall. The hall was substantially rebuilt in the early nineteenth century, with further remodelling during the twentieth century.

The First Edition County Series Map, dated 1882, shows Llanrumney Hall surrounded by park land, with a formal walled garden behind the property to the north. The map shows paths and garden features in the area of construction. From the building footprint shown on the map, it is clear that the twentieth century alterations included some demolition and it may be that building remains may also survive within the construction area.

4. Objectives

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

The objective of the watching brief will be:

- to allow a rapid 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. A start date for the ground works has not yet been finalised. Archaeology Wales will update GGAT-PD with the exact date.

5.2. Report delivery

The report will be submitted to the client and to GGAT-PD for approval within two months of the completion of the fieldwork. Following approval, a copy of the report will be submitted to GGAT-PD. A copy of the report will also be sent to the regional Historic Environment Record.

6. Fieldwork

6.1. Detail

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

The Watching Brief will be carried out by a suitably qualified archaeologist on all groundworks associated with the construction of the apartments. The mechanical excavation will be undertaken by a tracked 360 degree excavator using a toothless ditching bucket wherever possible.

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.

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-PD and AW will be called at the earliest convenience.

To comply with professional guidelines, a contingency for a further limited period uninterrupted access to each such area and for a suitably-sized team of further archaeologists to be employed should be provided. 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-PD.

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* (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 *Updated Guidelines to the Standards for Recording Human Remains* (2017).

A meeting with GGAT-PD, 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

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	Hilary Major (Freelance)
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

GGAT-PD will be contacted approximately two weeks 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 GGAT-PD for approval on behalf of Planning Authority.

GGAT-PD 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 GGAT-PD has had the opportunity to inspect it unless permission has been given in advance. GGAT-PD 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 *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological*

Archives in Wales 2017 (National Panel for Archaeological Archives in Wales) and the guidelines of the Chartered Institute for Archaeologists 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.

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 mitigation (watching brief), together with inclusion of supporting evidence in appendices as appropriate, including photographs and illustrations, will be submitted to the client and GGAT-PD 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 (GGAT-PD), 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. If artefacts are recovered, and dependent on the size of the final archive, the preferred receiving institution would be a suitable local institution. If the archive is not acceptable the archive will be deposited with Amgueddfa Cymru – National Museum Wales, Cardiff. If no artefacts are recovered then the archive will be deposited with the *National Monuments Record*, RCAHMW, Aberystwyth. 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 will be supplied to GGAT-PD.

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 Rowena Hart (AW Regional Director) and the fieldwork undertaken by suitable qualified and experienced AW archaeologists. Any alteration to staffing before or during the work will be brought to the attention of GGAT-PD and the client.

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

British Geological Survey. 2018. British Geological Survey Maps. Accessed at www.bgs.ac.uk.

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

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CIfA. 2015. Standard and Guidance for Archaeological Watching Briefs. Unpublished Guidance accessible at www.archaeologists.net.

English Heritage, 2011. Guidelines for Environmental Archaeology.

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

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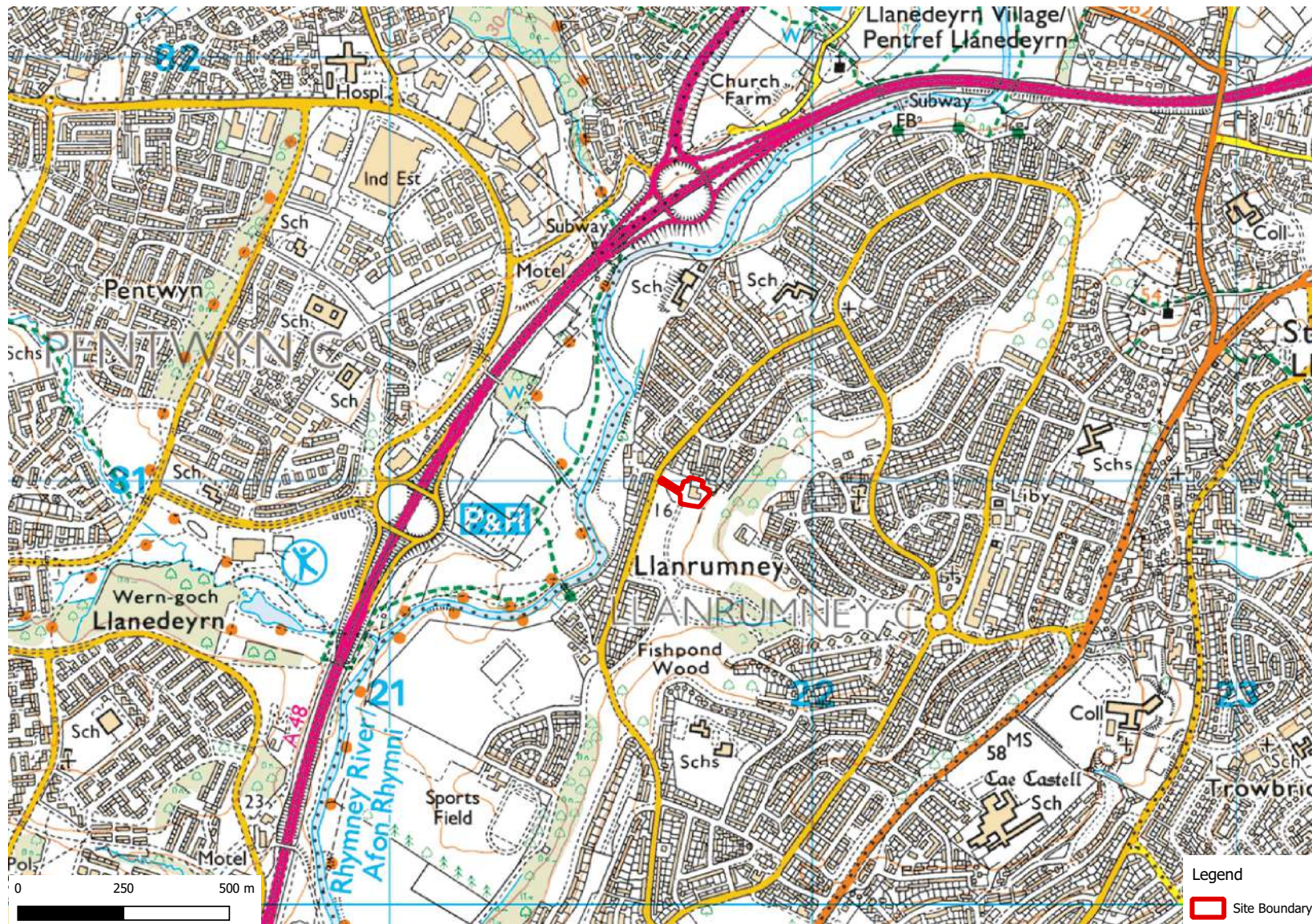
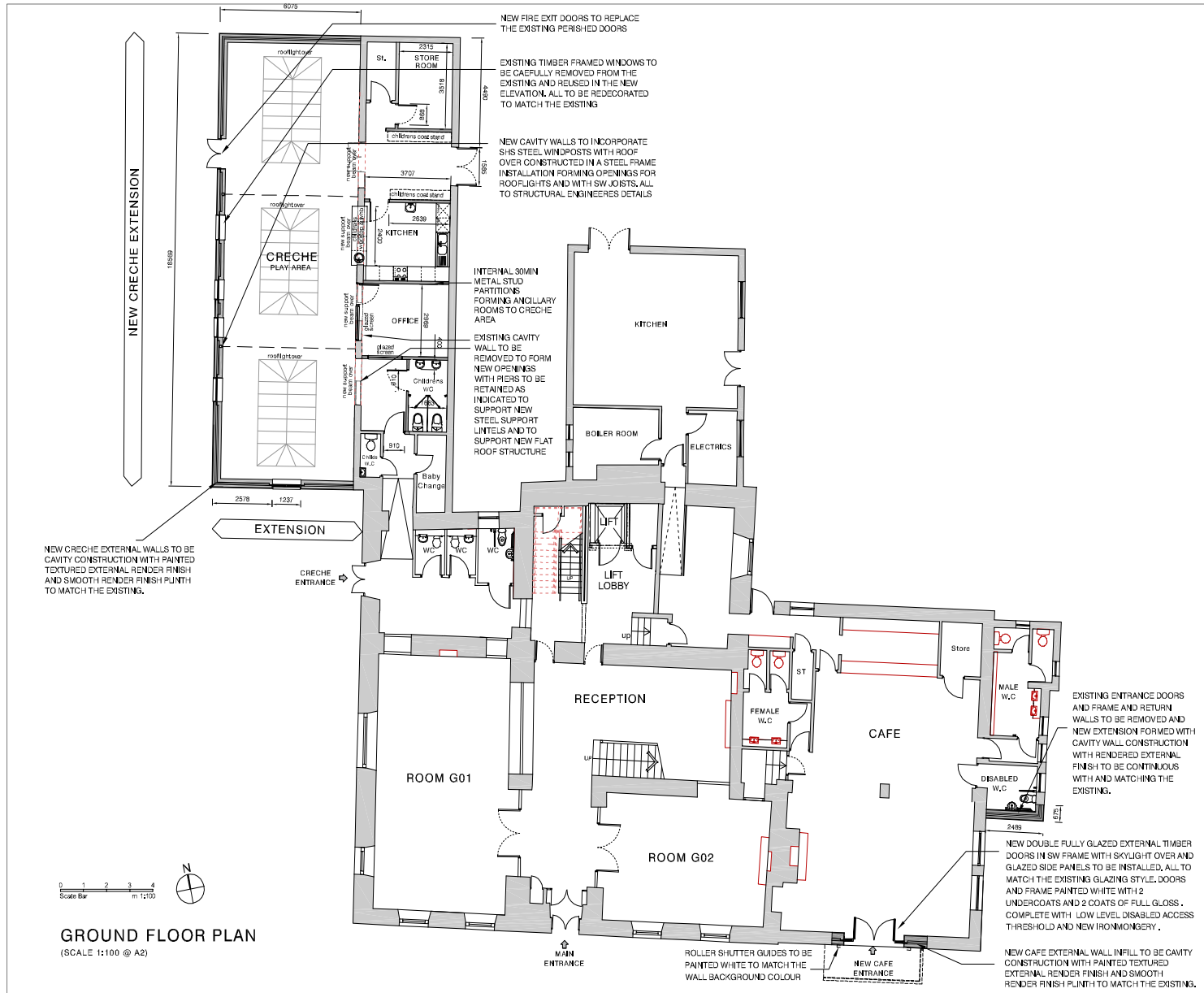


Figure 1. Map showing the location of Llanrumney Hall.

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LOCATION PLAN

THIS DRAWING WAS PREPARED USING INFORMATION FROM FAIRFUL & GOLD, JOB NO:117856

CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORKS. ANY DISCREPANCIES TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT.

DO NOT SCALE FROM THIS DRAWING. ONLY DIMENSIONS SHOWN ON DRAWINGS. DIMENSIONS FIGURED ARE TO THE NEAREST 50MM.

THE DRAWINGS RELATE TO THE PROPOSED WORKS AT LLANRUMNEY HALL, CARDIFF.

THIS DRAWING IS TO BE CLIENT APPROVED BEFORE COMMENCEMENT OF ANY WORKS.

THE DRAWING HAS BEEN PRODUCED FOR FEASIBILITY PURPOSES ONLY.

ALL DEMOLITION WORKS SUBJECT TO STRUCTURAL ENGINEERS APPROVAL AND FULL DESIGN AND SPECIFICATION.

NO WORKS TO COMMENCE ON SITE UNTIL FULL PLANNING APPROVAL AND LEGAL BUILDING CONSENT HAVE BEEN OBTAINED.

BUILDING CONTROL APPROVAL REQUIRED PRIOR TO COMMENCEMENT OF WORKS ON SITE.

PLANNING

Llanrumney Hall Community Trust

LLANRUMNEY HALL, BALL ROAD, CARDIFF COMMUNITY AND TRAINING CENTRE

franks + toms
ARCHITECTS

NEW CRECHE EXTENSION & CAFE ENTRANCE PROPOSED GROUND FLOOR PLAN

DATE	NO.	BY	CHKD.
20/04/2018	1	AT	AT
20/04/2018	1	AT	AT
11/05/2018	1	AT	AT

Franks and Toms Architects Limited
Office: 8 St Andrews Crescent, Cardiff CF10 3DU,
T: 03020 390999 E: info@frankstoms.com
www.frankstoms.com

Figure 2. Proposed ground floor plan showing the new extension in the top left corner.