

Archaeology Wales

Plough & Harrow, Monkash, Vale of Glamorgan

Archaeological Watching Brief



By

James Evans PCIfA


Report No. 1962

Archaeology Wales

Plough & Harrow, Monkash, Vale of Glamorgan

Archaeological Watching Brief

Prepared for: Mr. Andrew Naylor

Edited by: John Davey
Signed: 
Position: Project Manager
Date: 07.01.2021

Authorised by: Charley James Martin
Signed: 
Position: Project Manager
Date: 23.03.2021

By
James Evans PCifA
Report No. 1962

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Non-Technical Summary

This report results from work undertaken by Archaeology Wales Ltd (AW) at the request of Mr Andrew Naylor. The work consisted of an archaeological watching brief conducted during the ground works associated with the demolition and re-build of existing outbuildings to provide residential accommodation at the Plough and Harrow, Monkash, Vale of Glamorgan, CF71 7QQ, centred on NGR SS 91985 70591. The planning application number is 2013/00652/FUL, and the Listed Building application number is 2013/00663/LBC.

A single possible archaeological feature of was encountered during groundworks at the site. The feature consisted of a possible rubbish pit which was found within the outbuilding that was being converted into residential accommodation. The full extent of the pit was not established due to the limit of excavation being reached. The pit contained animal bones possibly belonging to cows or pigs.

All other finds recovered from the site were found within the topsoil during phase one of the groundworks. The majority of these finds relate to 20th century pottery and glass which are likely to originate from disposed plates and glasses from the Plough and Harrow public house directly opposite the site.

All work was undertaken in accordance with the standards and guidelines of the Chartered Institute for Archaeologists (2020).

Crynodeb Annhechnegol

Mae'r adroddiad hwn yn deillio o waith a wnaed gan Archaeology Wales Ltd (AW) ar gais Mr Andrew Naylor. Roedd y gwaith yn cynnwys briff gwyllo archeolegol a gynhaliwyd yn ystod y gwaith daear sy'n gysylltiedig â dymchwel ac ailadeiladu adeiladau allanol presennol i ddarparu llety preswyl yn yr Aradr a'r Harrow, Monkash, Bro Morgannwg, CF71 7QQ, wedi'i ganoli ar NGR SS 91985 70591. Rhif y cais cynllunio yw 2013/00652 / FUL, a rhif y cais Adeilad Rhestredig yw 2013/00663 / LBC.

Daethpwyd ar draws un nodwedd archeolegol bosibl yn ystod gwaith daear ar y safle. Roedd y nodwedd yn cynnwys pwll sbwriel posibl a ddarganfuwyd yn yr adeilad allanol a oedd yn cael ei drawsnewid yn lety preswyl. Ni sefydlwyd maint llawn y pwll oherwydd cyrraedd terfyn y cloddio. Roedd y pwll yn cynnwys esgyrn anifeiliaid a oedd o bosibl yn perthyn i fuchod neu foch.

Daethpwyd o hyd i'r holl ddarganfyddiadau eraill a adferwyd o'r safle yn yr uwchbridd yn ystod cam un y gwaith daear. Mae'r mwyafrif o'r darganfyddiadau hyn yn ymwneud â chrochenwaith a gwydr yr 20fed ganrif sy'n debygol o darddu o blatiau a sbectol wedi'u gwaredu o dafarn yr Aradr a'r Harrow yn union gyferbyn â'r safle.

Gwnaed yr holl waith yn unol â safonau a chanllawiau Sefydliad Siartredig Archeolegwyr (2020).

1. Introduction

- 1.1.1. Archaeology Wales (henceforth – AW) was commissioned by Andrew Naylor to undertake an archaeological watching brief during groundworks in association with the demolition and re-build of existing outbuildings to provide residential accommodation at the Plough and Harrow, Monkash, Vale of Glamorgan, CF71 7QQ, centred on NGR SS 91985 70591 (henceforth – ‘the site’). The planning application number is 2013/00652/FUL, and the Listed Building application number is 2013/00663/LBC.
- 1.1.2. Glamorgan-Gwent Archaeological Trust – Archaeological Planning Management (GGAT-APM) as archaeological advisors to the Vale of Glamorgan Council recommended that a watching brief of the development area was undertaken during all ground disturbing works to mitigate the impact of the proposed development on the archaeological resource. Subsequently a Written Scheme of Investigation (WSI) was prepared by Charley James-Martin (Project Manager, Archaeology Wales) and approved by GGAT-APM. All work was undertaken in accordance with the standards and guidelines of the Chartered Institute for Archaeologists (update 2020).
- 1.1.3. The watching brief took place in January and November 2020 and was supervised by James Evans (PCIfA), Juan Moreno and Charley James-Martin. The project was managed by Charley James-Martin (MCIfA).

2. Site Description & Archaeological Background

2.1. Location, Topography & Geology

- 2.1.1. The Plough and Harrow is a public house situated in the village of Monkash, located at NGR SS 91985 70591 (Figure 1). It is located c. 8.4km south-west of the market town of Cowbridge in the Vale of Glamorgan. The general area comprises of enclosed agricultural fields and farmsteads, along with small clusters of residential properties.
- 2.1.2. The underlying geology of the site comprises of interbedded limestone and mudstone belonging to the Porthkerry Member. This sedimentary bedrock formed approximately 191 to 201 million years ago in the Jurassic Period (BGS 2021).

2.2. Archaeological & Historical Background

- 2.2.1. The site is located within an archaeologically sensitive area. To the north (25m) of the site is the Scheduled Monument of a Tithe Barn, Dovecot & Remains of Other Buildings (GM143). This monument comprises of the remains of a medieval grange belonging to the Cistercian abbey of Neath (Cowley 1971, p. 118). The lands around Monkash were given to Neath Abbey in the 12th century. They were formed into one of the largest monastic farms in Glamorgan, and Monkash Grange was established to run it. Its present day remains, dating to the 12th and 13th centuries, are the most impressive of their kind in south-east Wales (Cadw Scheduled Monument Report). The remains of the grange’s dovecote is also a Grade II Listed Building (LB 13314).
- 2.2.2. The Plough and Harrow Public House is a Grade II Listed Building (LB 13312). The north-east part of the building, that to the right of the entrance, is an early 17th century two unit lobby entry house which has had a 19th century rear outshut added; and on the south-west, in line, another room was added, possibly early in the 18th century, when

the whole building was refurbished into its present central lobby-entrance appearance. The main building has been very little changed since the 19th Century and retains its original character of small, randomly placed windows, even though the features have been replaced. It is unknown when it became a public house (Cadw Listed Building Report).

- 2.2.3. Just to the north-east of the site and adjacent to the Plough and Harrow is the location of Church Farm. The farm includes three Grade II Listed Buildings: Church Farmhouse (LB 13310), Outhouse Range to south of Church Farmhouse (LB 83483), and Garden Wall of Church Farmhouse (LB 83481). The farmhouse has 16th century origins but underwent alterations in the 19th and 20th centuries. It is believed that the range and the garden wall are contemporary with the 19th century works at Church Farm.
- 2.2.4. In the field c. 200m to the north-east of the site lies the remains of Round Barrows NE of Church Farm (GM262). The monument consists of two earthen built barrows belonging to the Bronze Age. Within the northernmost barrow two cremation urns were recorded during excavations led by Glamorgan-Gwent Archaeological Trust in 2006.
- 2.2.5. The Church of St Mary (LB 13311) is a Grade II* Listed Building located c. 180m to the south-east of the site. The church was granted to Neath Abbey in the 12th century, and the present building is of late 12th century date with further work in the 16th and 17th century. The church was later restored in the mid-late 19th century.

3. Methodology

- 3.1.1. The first phase of groundworks took place in January 2020 and consisted of the excavation of a trench immediately behind the outbuildings, south-east of the Plough and Harrow public house. This trench was to accommodate a large retaining wall to support the rebuild of the outbuildings ahead of their conversion to residential accommodation. The trench measured 26m x 2m, and it reached a depth of 1.75m. The trench was aligned on a south-west to north-east alignment.
- 3.1.2. The second phase of groundworks took place in November 2020 and consisted of the reduction of the existing floor levels within the outbuildings, and the excavation of footings. These footings are to support new walls within the residential accommodation. In total three footings were excavated; footing one measured 4m x 0.8m with a depth of 0.7m, footing two measured 5m x 0.8m with a depth of 0.9m, and footing three measured 4m x 0.8m with a depth of 0.9m.
- 3.1.3. All excavations were carried out using a 5 tonne 360° mechanical excavator equipped with both a toothless and toothed ditching bucket.
- 3.1.4. 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* (update 2020) and current Health and Safety legislation.

4. Watching Brief Results

4.1. Phase One (Plates 2 – 4)

- 4.1.1. The basal deposit encountered was (102). This was the natural bedrock consisting of a light yellowish grey sandstone. The bedrock was encountered at a depth of 1.55m below surface level and continued to the limit of excavation at 1.75m.
- 4.1.2. Immediately overlying the natural bedrock was (101). This was a soft, light yellowish brown, silty sand subsoil. It had infrequent inclusions of sub-rounded stones which were approximately 0.05m in diameter. This deposit was found at 0.25m below surface level and continued to 1.55m and had an approximate thickness of 1.3m. No finds were recovered from this deposit.
- 4.1.3. The uppermost deposit encountered on site was (100). This was a firm, dark brown, silty loam topsoil. It had infrequent inclusions of small sub-angular stones which were approximately 0.02m in diameter. There was an abundance of glass and pottery recovered from this deposit, however, they appear to be from the 20th and 21st century. There was also a small amount of animal bones recovered from this deposit.

4.2. Phase Two (Plates 5 – 8)

- 4.2.1. The basal deposit (201) was natural bedrock and was the same as (102). This deposit was encountered approximately 0.6m below the current ground level.
- 4.2.2. Overlying the natural bedrock was (200). This was a firm, dark brown, clayey silt, with infrequent inclusions of small sub-angular stones and modern tile. This deposit was found throughout the area of excavation, c. 8m x 5m, and was found at ground level and extended to a depth of 0.6m.
- 4.2.3. A possible rubbish pit [202] cut into the natural bedrock (201). This pit was only observed within the section of footing one (Plate 7). The shape in plan was sub-circular with slightly concave sides. The full extent of the pit was not established due to the limit of excavation.
- 4.2.4. Pit [202] was filled by (203). This was the single fill of the pit and was a firm, orange-brown/dark grey, sandy clay mixed with a silty clay. It contained infrequent inclusion of small and loose sub-angular stones. The fill had a width of 2.7m and a depth 0.7m (limit of excavation). Within the fill there were a number of animal bones which possibly belonged to cows or pigs.

5. The Finds

- 5.1.1. The majority of finds on site were recovered from the topsoil (100) during phase one of the groundworks. These included pottery sherds from the late 19th/20th century, glass shards from drinking glasses and bottles, animal bone, and iron (fe) of unknown origin. Animal bone was also recovered from (203), the fill of a possible rubbish pit [202].

6. Discussions & Conclusions

- 6.1.1. A single possible archaeological feature of was encountered during groundworks at the site. The feature consisted of a possible rubbish pit [202], which was cut into the natural bedrock (201) and was found within the outbuilding that was being converted into residential accommodation. The full extent of the pit was not established due to the limit of excavation being reached. The pit contained animal bones possibly belonging to cows or pigs.
- 6.1.2. All other finds recovered from the site were found within the topsoil (100) during phase one of the groundworks. The majority of these finds relate to 20th century pottery and glass which are likely to originate from disposed plates and glasses from the Plough and Harrow public house directly opposite the site.

7. Bibliography

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- Chartered Institute for Archaeologists, 2020. *Standards and guidance for an archaeological watching brief*
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- James-Martin, C. 2019. *Written Scheme of Investigation for an Archaeological Watching Brief at the Plough and Harrow, Monknash* (Archaeology Wales Reports)

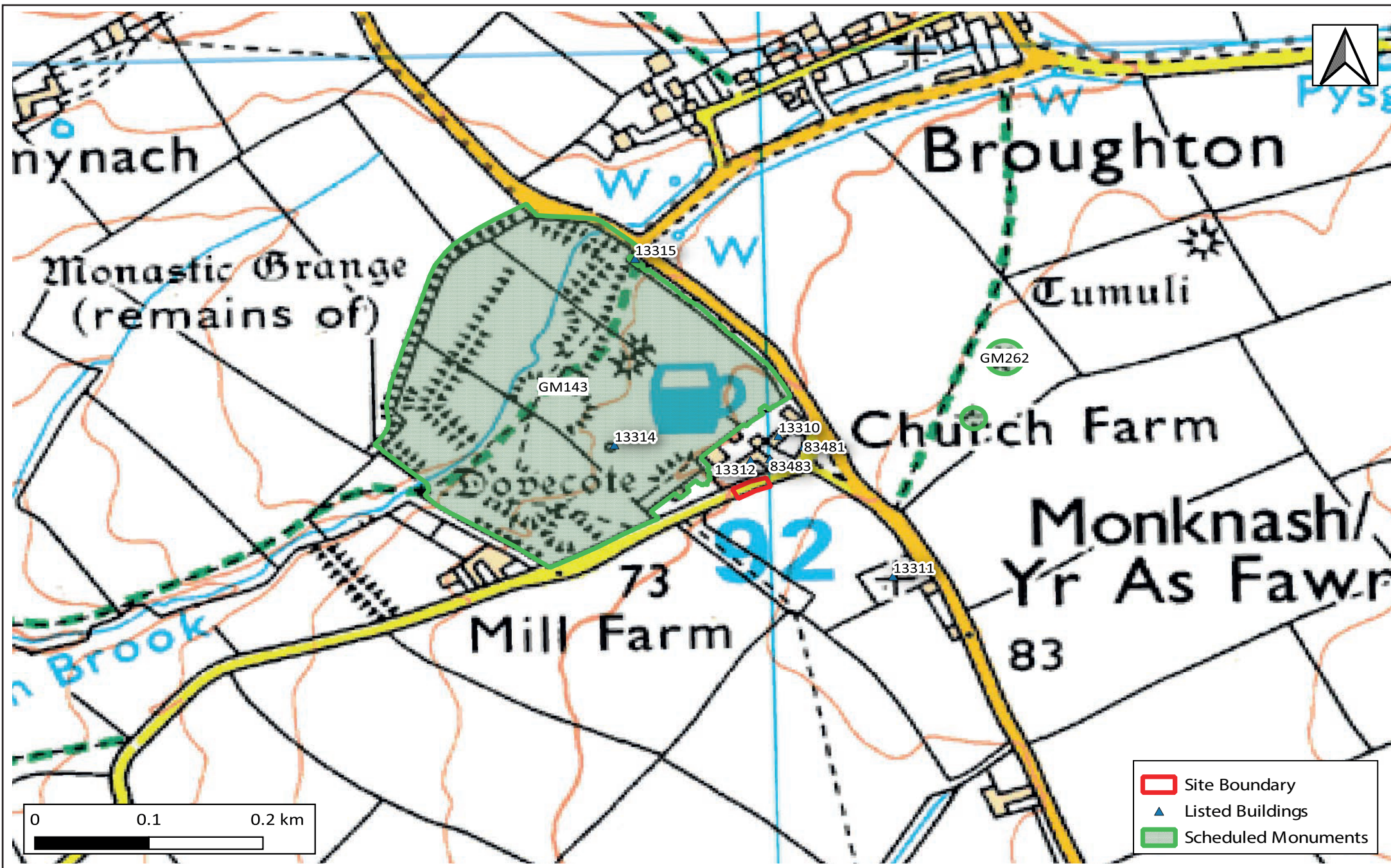


Figure 1. Site Location

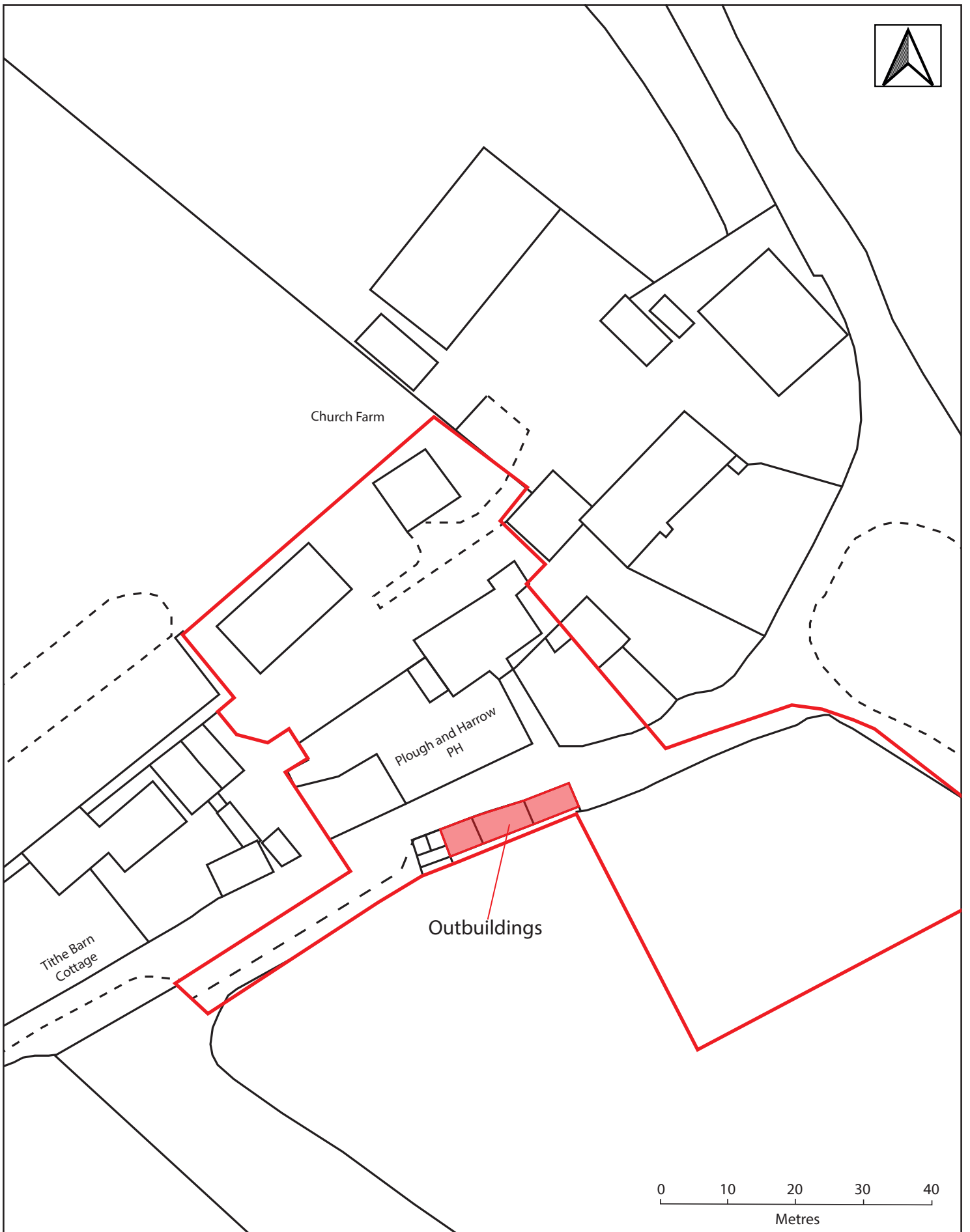


Figure 2. Plan showing the area of works



Plate 1. View of Plough and Harrow from site, facing north-west



Plate 2. View of site, facing south-west



Plate 3. Working shot of phase one excavations, facing north-east



Plate 4. North-west facing section of phase one trench, 1m scale



Plate 5. Footing trench 2, facing south-west, 1m scale



Plate 6. Footing trench 3, facing north-west, 1m scale



Plate 7. South-west facing section of pit [202], 1m scale



Plate 8. Overview of site, facing south-west, 1m scale

Appendix I – Context Register

Context Number	Description	Relationship
(100)	Topsoil – firm, dark brown, silty loam	Overlying (101)
(101)	Subsoil – soft, light yellowish brown, silty sand	Underlying (100), overlying (102)
(102)	Natural – light yellowish grey sandstone	Same as (201), underlying (101)
(200)	Firm, dark brown, clayey silt, with infrequent inclusions of small sub-angular stones and modern tile.	Overlying (201)
(201)	Natural – light yellowish grey sandstone	Same as (102), underlying (200)
[202]	Cut of rubbish pit	Cuts (201), filled by (203)
(203)	Fill of [202] – firm, orange-brown/dark grey, sandy clay mixed with a silty clay	Fill of [202]

Archaeology

Wales

Appendix II

Written Scheme of Investigation (WSI)

Archaeology Wales Ltd

The Reading Room, Town Hall, Llanidloes SY18 6BN

T: 01686 440371

E: info@arch-wales.co.uk

www.arch-wales.co.uk

WRITTEN SCHEME OF INVESTIGATION

FOR AN ARCHAEOLOGICAL

WATCHING BRIEF

AT THE PLOUGH AND HARROW, MONKNASH

Prepared for:

Andrew Naylor

Planning Application Number: 2013/00652/FUL & 2013/00663/LBC

Project No: 2733

June 2019



Archaeology Wales Limited
The Reading Room, Town Hall, Great Oak Street
Llanidloes, Powys SY18 6BN
Tel: +44 (0) 1686 440371
Email: admin@arch-wales.co.uk

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Figure 1. Location of development

Summary

This Written Scheme of Investigation (WSI) details a programme of archaeological watching brief to be undertaken by Archaeology Wales at the request of Andrew Naylor.

The archaeological mitigation will consist of a watching brief which will be undertaken during all ground works associated with the demolition of existing toilets and cold store, the extension of existing pub and the re-build of existing outbuildings to provide residential accommodation and shop at the Plough and Harrow, Monknash, Vale of Glamorgan CF71 7QQ (NGR SS 91985 70591, Figure 1).

Condition 7 of planning application 2013/00652/FUL and condition 4 of Listed Building application 2013/00663/LBC states:

'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 implemented 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 ENV18 and ENV19 of the Unitary Development Plan.'

Listed building consent has been sought due to the works including an extension to the exterior of the grade II Listed Building, the Plough and Harrow Public House (LB13312). However, the buildings that are to be demolished are not included in the listing.

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 of archaeological mitigation to be undertaken in association with the demolition of existing toilets and cold store, the extension of existing pub and the re-build of existing outbuildings to provide residential accommodation and shop at the Plough and Harrow, Monknash, Vale of Glamorgan CF71 7QQ, NGR SS 91985 70591.

This WSI has been prepared by Charley James-Martin, Project Manager, Archaeology Wales Ltd (henceforth - AW).

The methodology set out in this WSI has been agreed with GGAT-APM in its capacity as archaeological advisors to Vale of Glamorgan Council. GGAT-APM has recommended that a watching brief of the development area is undertaken during all ground disturbing works, to mitigate the impact of the proposed development on the archaeological resource. The scheme is to contain contingency arrangements including the provision of sufficient time and resources to ensure that any archaeological features or finds that are located are properly investigated and recorded; it should include provision for any sampling that may prove necessary, post-excavation recording and assessment and reporting and possible publication of the results.

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 Plough and Harrow is a Public House situated in the village of Monknash at NGR SS 91985 70591. The general area comprises infrequent residential and agricultural properties with the wider landscape being dominated by enclosed fields. To the rear of the development (north) are the remains of a medieval grange (Scheduled Monument GM143), this is covered further below.

The underlying geology of the area comprises limestone and mudstone of the Porthkerry Member, with unknown superficial deposits (BGS 2018).

3. Archaeological background

To the north (25m) is the Scheduled Monument of a Tithe Barn, Dovecot & Remains of Other Buildings (GM143). This monument comprises the remains of a medieval grange. The Scheduled Monument Reports says

'Lands around Monknash were given to Neath Abbey in the 12th century, early on in its life. They were formed into one of the largest monastic farms in Glamorgan, and Monknash Grange was established to run it. Its present day remains, dating to the 12th and 13th centuries, are the most impressive of their kind in south-east Wales. The grange occupies an area of about 8ha in several pasture fields on the west side of Monknash. Within this area banks, ditches, levelled areas and ruined stone buildings bear witness to the farming activities of the lay brothers of Neath Abbey. The main entrance is thought to have been in the middle of the north-east side where the Old Smithy is now. From here a hollow way runs into the site. In the middle, on the south side of the Nash Brook which crosses the grange, are various ruined buildings, some reduced to turf-covered humps, some with walls standing. Their exact original purposes are obscure, but they were all farm buildings. The best preserved, and one whose purpose is not obscure, is the dovecote. It is circular, built of mortared rubble, and stands almost to its full height; only the corbelled roof is missing. The doorway is on the north-west side, and inside there are a few remaining nesting boxes. All over the enclosure there are low banks, scarps, ditches and levelled areas, which probably delineate small fields, tracks and, near the brook, fishponds. The most impressive building of the grange, and the one which most clearly demonstrates the large scale of the monks' agricultural operation here, is the great barn, which stands on the south-east side parallel to the lane. It is 64m long, rivalling some of the largest English monastic barns. Its south-east wall stands almost to its full height, and the north-east gable end is more or less complete. The other gable end is much ruined, and the long north-west wall is almost completely gone, partly reduced to a turf-covered mound. On the south-east side are two large entrances with porches, the more northerly one ruined, and the southerly one built into a house. The monument is of national importance for its potential to enhance our knowledge of medieval ecclesiastical and settlement organisation. It retains significant archaeological potential, with a strong probability of the presence of associated archaeological features and deposits. A grange may be part of a larger cluster of monuments and their importance can further

enhanced by their group value. The scheduled area comprises the remains described and areas around them within which related evidence may be expected to survive' (Cadw SM Report).

The works are being carried out adjoining the Plough and Harrow Public House, which is a Grade II Listed Building (LB 13312). The Listed Building Report states that

'The north-east part of the building, that to the right of the entrance, is an early 17th Century two unit lobby entry house which has had a 19th Century rear outshut added; and on the south-west, in line, another room was added, possibly early in the 18th Century, when the whole building was refurbished into its present central lobby-entrance appearance. The main building has been very little changed since the 19th Century and retains its original character of small, randomly placed windows, even though the features have been replaced. It is unknown when it became a public house' (Cadw LB Report).

4. Objectives

This WSI sets out a program of works to ensure that the watching brief will 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 watching brief will be undertaken during ground works associated with the proposed development. Archaeology Wales will update GGAT-APM with the exact date.

5.2. Report delivery

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

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

The watching brief should be undertaken using a tracked 360 degree excavated equipped with a flat-bladed bucket and will be monitored by a suitably qualified archaeologist.

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

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

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 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 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

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

GGAT-APM 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 GGAT-APM for approval on behalf of Planning Authority.

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. 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). 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 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. The report will adhere to the Welsh Archaeological Trust's joint *Guidance for the Submission of Data to the Welsh Historic Environment Records* (2018).

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.

8.2. 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 the client and GGAT-APM 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 will be supplied to GGAT-HER.

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 (AW 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 GGAT-APM 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

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 an archaeological watching brief.

English Heritage, 2002. Guidelines for Environmental Archaeology.

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

National Panel for Archaeological Archives in Wales, 2017. *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales*

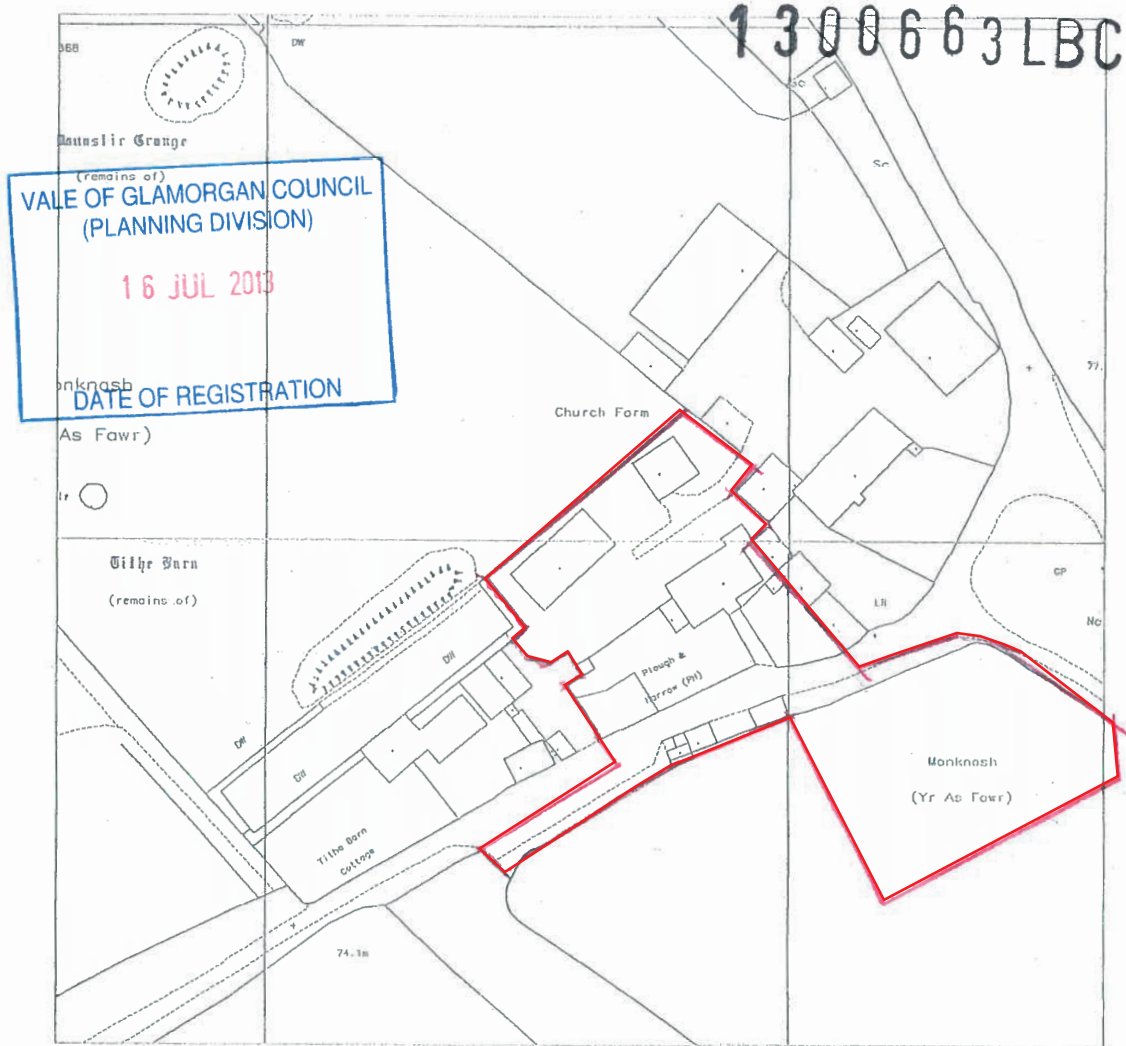
Welsh Archaeological Trusts, 2018. Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs).

British Geological Survey: Geology of Britain viewer:

www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html

Scheduled Monument/Listed Building Report:

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



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National Grid sheet reference at centre of this Siteplan: SS9170

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Figure 1. Location of development