



**A.P.A.C. Ltd.**

Archaeological Perspectives Analysis Consultancy

**WRITTEN SCHEME OF INVESTIGATION  
FOR A  
PROGRAMME OF ARCHAEOLOGICAL WORK**

**The Elms, Llantilio Pertholy**

**Monmouthshire County Council**

**Planning Application No's: DC/2014/01196**

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CHECKED: DR N PHILLIPS  
26/SEPTEMBER/2015



## Summary

*This document comprises a Written Scheme of Investigation for the proposed conversion of existing barns into 2 residential units.*

*The barns are associated to a nearby farm complex which has Listed Building Status*

*A planning application was submitted to Monmouthshire Council (MCC) and as part of the planning process, Glamorgan Gwent Archaeological Trust (GGAT) advised the planning department that the proposed work at the site could likely impact on archaeological resources.*

*This document is the written scheme of investigation for a programme of archaeological work, to be undertaken prior to the proposed barn conversions.*

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## Introduction

This Written Scheme of Investigation has been prepared by A.O. Phillips, A.P.A.C. Ltd, in response to the proposed conversion of barns into two residential units as detailed in Monmouthshire County Council (MCC) Planning Application 2014/01196.

The proposed alteration and renovation work will involve changes to the standing fabric of the existing buildings, all of which may impact on any archaeological resources present.

Monmouthshire County Council (MCC) were advised in this matter by Glamorgan Gwent Archaeological Trust (GGAT) Archaeological Planning Services (APS):

*No site works shall be undertaken until the implementation of an appropriate programme of building recording and analysis has been agreed with the local planning authority, to be carried out by a specialist acceptable to the local planning authority and in accordance with an agreed written brief and specification.*

*Reason: As the building is of significance the specified records are necessary to mitigate the impact of the proposed development.*

MON2138/JB

This Written Scheme of Investigation has been compiled, based on information provided by (the client) and MCC Planning Portal.

## Location of the Site

The location of the site is to the east of the town of Abergavenny, Monmouthshire, and can be gained from the A40, Abergavenny to Hereford Rd.

Travelling along the A40 towards Abergavenny, take two right turns onto the A465 just before you reach the town. Carry on along this road till you reach a right turn at a junction onto the B4521, then a left onto Ross road.

At the first right past Wernddu golf club, continue to the next left at the end of the road and carry on to a junction where the third exit leads to Elms road.

Continue along this road to reach Elms Farm, fig 01.

The site of the barns is on private land belonging to Elms Farm, some 400m south east at NGR 334299 214924.

## Brief archaeological and historical background

The Elms Farm house is Grade II listed: Cadw 2004, and can be found on the 1st series ordinance maps of 1832. (MON2138/JB)

The barn complex for the proposed development is shown on the 1<sup>st</sup> edition ordinance survey map of 1881. (MON2138/JB)

## Rational of the Project

The proposed development is for the conversion of the barns into 2 residential units.

There is a distinct possibility that the work may impact upon archaeological resources within the development area.

In accordance with this design brief, the aim of the proposed work will be to:



Elucidate the character, distribution, extent and importance of any potential archaeological remains, extant in the development area.

Provide an information base from which to formulate mitigation strategies, in the event of significant archaeological resources being impacted upon within the development area.

Provide a detailed record of the work to allow for a report to be produced.

Provide a detail record of the work; in the event of significant archaeological resources being discovered, to allow for publication in a suitable academic journal.

Allow for the development to be monitored.

The above will be realized through a sequence of the following objective strategies;

- Brief Documentary Research
- A Level II building survey

The sequence will allow for contingencies to be implemented should the need arise.

#### Documentary research:

Research will be undertaken to compile the historical background to the site from easily available sources. The following may be contacted towards this end:

The Glamorgan Gwent Historic Environment Record (Swansea)  
Cadw (Cardiff)  
Public Record Office, Ebbw Vale  
Current site data from the landowner

#### A Level 2 building survey

A full definition of building survey 'levels' can be found in the English Heritage Publication Understanding Historic Buildings A guide to good Recording Practice. But the relevant sections are provided below:

##### 5.2 Level 2

This is a descriptive record, made in circumstances similar to those of Level 1 but when more information is needed. It may be made of a building which is judged not to require any fuller record, or it may serve to gather data for a wider project. Both the exterior and the interior will be viewed, described and photographed. The record will present conclusions regarding the building's development and use, but will not discuss in detail the evidence on which these conclusions are based. A plan and sometimes other drawings may be made but the drawn record will normally not be comprehensive and may be tailored to the scope of a wider project.

### **Scope of the Work**

The archaeology of the application site as a whole, in its wider local or regional context, will be considered, although the survey and watching brief will be confined to those areas which will be directly affected by the development or some aspect of it. Any remains of potential interest will be considered, whatever their date.

### **Procedures**

#### The building survey

The survey procedure will be undertaken to record aspects of both the interior and exterior of the building as a whole.

Any structural features of interest will be recorded with descriptions.

Should such structures be of sufficient importance they will be drawn at a scale of 1:10 or 1:20: where appropriate.



Photographic recording will be undertaken using a digital camera with 14 mg capability with images saved as RAW & jpeg files.

Measurements will be taken, where appropriate, with a Leica, Disto and related to the floor plan supplied by the by the client's architect.

A report will be produced, fully representative of information gathered from implementation of the Level 2 survey.

Once completed, a copy of the report will be submitted to the MCC Planning for their approval and a further copy will be sent to GGAT. Notes of any confidentiality imposed by the client will be included.

The report may be consulted to mitigate the next procedure; the watching brief.

## **Analysis and Reports**

Within three months of the completion of the fieldwork, a fully illustrated reports will be submitted to the client, MCC (planning), and GGAT Historic Environment Record.

Each report will contain the following elements:-

- A non-technical summary.
- A table of contents.
- An introduction with acknowledgements, including a list of all those involved in the project and the location and description of the study area.
- A statement of the project aims.
- The archaeological/historical background of the evaluation area, indicating past and present land use, accompanied by relevant maps, plans and photographs.
- A location plan and gazetteer of areas/sites of known or potential archaeological significance within the project area.
- Survey plans at appropriate scales.
- Other maps, plans, drawings and photographs as appropriate.
- An interpretation of the results with a statement of the significance of any identified archaeological features/sites on a local, regional and national scale.
- An identification of any research implications arising from the work.
- A bibliography of sources consulted and a supplementary bibliography of any sources identified but not available for consultation.
- An index to the project archive and a statement of its location/proposed repository.
- A summary report on the evaluation will be published in a suitable local journal, with a record note presented to the appropriate national period journal(s).

## **Archive**

The completed archive will be deposited in the Gwent Records Office with the original copy retained by A.P.A.C. Ltd.

The project archives will consist of all original records, artefacts, ecofacts/samples and all documentation that relates to the evaluation.

Copies of the Design Brief and any relevant correspondence will be included.

The archives will be prepared according to the Management of Archaeological Projects, English Heritage, Second Edition, (1991) so the records will be fully ordered and indexed.

The archive will comply with the United Kingdom Institute for Conservation (Archaeology Section) Guidelines for the Preparation of Excavation Archives for Long-Term Storage (1990) the Society of Museum Archaeologists Towards An Accessible Archive (1995) and to the reasonable requirements of the designated Museum.

The archives will be deposited within twelve months of the completion of the evaluation and with the agreement of the landowner.



A synopsis of the project will be submitted to CBA Wales.

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A.P.A.C. Ltd hereby gives permission for the monitoring authority to use any documentation directly relating to the project as described in this Project Design.

### **Health & Safety:**

The Project Team will operate in accordance with the health and safety procedures as set out in:-

- The Health and Safety Work Act (1974) and related legislation.
- The Standing Conference of Archaeology Unit Managers Health and Safety Manual 2002).
- The Council for British Archaeology Handbook no. 6, Safety in Archaeological Fieldwork (1989).
- In accordance with the CDM Regulation, The Project Team will prepare a Risk Assessment in relation to the archaeological works prior to the commencement of the evaluation.

All necessary protective clothing and equipment will be used.

A First-Aid kit and Accident Book will be kept on site at all times, with a Health and Safety file.

Project monitoring:

A.P.A.C. Ltd., understands that the project may require monitoring involvement. As a matter of courtesy, a copy of this written scheme of investigation will be sent to the monitoring authority (GGAT).

### **Project Management**

Dr Neil Phillips, A.P.A.C. Ltd, will manage the project.

Dr N. Phillips has been active in archaeology since 1997, completing his 1<sup>st</sup> degree in 1999 followed by a research Phd in 2004. Dr Phillips started and has been director of A.P.A.C. Ltd since 2004.

A.P.A.C. Ltd is an archaeological consultancy specialising in landscape archaeology and survey work. Currently at AIFA standard he is about to apply for an upgrade to MIFA. Steve Clarke MIFA of Monmouth Archaeology has agreed to cover him in this regard if the need arises.

Dr Phillips interests lie locally with the medieval period and industrial period although he has been involved in international Palaeolithic projects both in the UK as well as Europe and Africa.

Scibd currently carries a range of archaeological projects completed by APAC Ltd (search APAC. Ltd or Dr N Phillips).

### **Resources:**

- Project Director: Dr Neil Phillips. (Director; preparation of report text).
- Specialist Consultant Archaeologist: Steve Clarke
- Archaeologist (Finds Specialist): Steve Clarke & A.O. Phillips.
- Industrial (Dr T. Young)
- Fauna (F. Taylor)
- Sub-Contractor: (TBA)  
(Excavation)



### Bibliography and References:

- English Heritage Management of Archaeological Projects (1991).
- Understanding Historic Buildings *A guide to good Recording Practice*. 2006
- Chartered Institute of Archaeologists. Standards and Guidance for an archaeological watching brief. 2014.
- Code of Conduct and the Code of Approved Practice for the regulation of Contractual Arrangements in Field Archaeology. 2014.
- Standards and Guidance for the collection, documentation, conservation and research of archaeological materials. 2014.
- GGAT MON2138/JB Conversion of Barns into 2 residential units and associated Works, The Elms, Llantilio Pertholy, DC/2014/01196.
- Jones, T. Barn Conversions, The Elms, Llantillio Pertholey.  
Drawings:  
Site Location + Site Layout. 1015(01)13  
Existing Floor Layouts 1015(02)13  
Existing Elevations 1015(03)13  
Proposed Floor Layouts 1015(04)13 Sheet 1  
Proposed Floor Layouts 1015(05)13 Sheet 2  
Proposed Elevations 1015(06)13
- Monmouthshire County Council; Application for Listed Building Consent.  
Approval of Listed Building Consent DC/2014/01196. 13/08/2015.
- The Royal Commission on the Ancient and Historical Monuments of Wales. Application for Listed Building Consent: The Elms, Llantillio Pertholey, Abergavenny. Suggett, R., 19/12/2014.
- The Society of Museum Archaeologists *Towards An Accessible Archive* (1995)
- United Kingdom Institute for Conservation. (Archaeology Section) Guidelines for the Preparation of Excavation Archives for Long-Term Storage (1990)