

Gupton Farm

**Archaeological Written
Scheme of Investigation**

by

National Trust Wales

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NGR SR 8940 9897

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Summary

National Trust Wales have received outline planning consent (Application number: NP/15/0403/FUL) for proposed redevelopment of the Gupton Farm, Freshwater West in Pembrokeshire. Condition 6 of the planning consent states:

'No development shall take place until the applicant, or their agents or successors in title, has secured agreement of a written scheme of historic environment mitigation which shall be submitted by the applicant and approved by the Local Planning Authority. Thereafter, the programme of work will be carried out in accordance with the requirements of the written scheme.

Reason: To assess the archaeological value of the site. Policy: Local Development Plan – Policy 8 (Special Qualities) and Planning Policy Wales (Edition 7, July 2014) – Chapter 6 (Conserving the Historic Environment).

In response Claudine Gerrard (BSc, MCIfA), National Trust Archaeologist has prepared this Written Scheme of Investigation (WSI), which provides the framework for the archaeological works.

The scheme allows for a Level 2 building survey (English Heritage 2006) to be carried out on Gupton Farm in order to provide a descriptive record of the building, prior to the commencement of the development programme. Further, an archaeological watching brief is to be carried out on all penetrating groundworks in the development area. The scheme includes an in-built facility to record any archaeological remains discovered during the ground works.

During the post-excavation stage, archives will be prepared to the specifications in Management of Archaeological Projects Appendices 3 and 6, followed by a programme of analysis and research, the production of a site narrative and final report.

A copy of the report and archive index will be deposited with the National Monuments Record, RCAHMW, Aberystwyth and the Regional HER curated by the Dyfed Archaeological Trust, Llandeilo.

The archaeological works will be carried out to the professional standards laid down by the Chartered Institute for Archaeologists.

Acknowledgements

The project is managed by Rebecca Stock (National Trust Enterprise & Outdoor Consultant) and the report prepared by Claudine Gerrard (B.Sc. Hons, MCIfA).

Abbreviations

NGR:	National Grid Reference
PRN:	Primary Record Number (in HER) i.e. 07868m
NPRN:	National Primary Record Number (in NMR)
SAM:	Scheduled Ancient Monument (Cadw)
LB:	Listed Buildings Grade I, II and II* (Cadw)
RCAHMW:	Royal Commission on the Ancient and Historical Monuments of Wales
HER:	Historic Environment Record (curated by the Dyfed Archaeological Trust)

1 Introduction

1.1 Development proposal and planning background

1.2 National Trust Wales have received outline planning consent (Application number: NP/15/0403/FUL) for proposed redevelopment of the Gupton Farm, Freshwater West in Pembrokeshire. Condition 6 of the planning consent states:

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1.4 Reason: To assess the archaeological value of the site. Policy: Local Development Plan – Policy 8 (Special Qualities) and Planning Policy Wales (Edition 7, July 2014) – Chapter 6 (Conserving the Historic Environment).

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1.6 Site description

1.6.1 The development area (centred on NGR SR 8940 9897) consists of an area of approximately 5.5ha. The development area is on low lying ground next to Freshwater West, and includes Castlemartin Corse, a relic of what was once a much larger area of coastal wetland, as well as an expanse of superb flower-rich dune grassland.

1.7 Site specific archaeological background

1.7.1 It has been suggested that Gupton Farm may have been the site of an earlier medieval farm house.

1.7.2 The extant structures at Gupton Farm (**6971**) are believed to date back to at least the 17th century although considerable re-modelling of the property has taken place during the intervening centuries. There is a moderate probability that the remains of the earlier pre-cursor to the extant farmhouse survive either incorporated into the fabric of the current building or as buried remains close to the farmhouse.

1.7.3 Within the wider area of Freshwater West and Castlemartin Course there is evidence of prehistoric and medieval activity more generally, and it is possible that similar remains could be located during the ground works required for redevelopment.

1.8 Purpose

1.8.1 The purpose of this written scheme is to set out a quantifiable schedule of works against which performance, fitness for purpose and achievement of quality can be measured.

1.8.2 This written scheme has been prepared to ensure that the work is undertaken to the standard required by the Chartered Institute for Archaeologist's *Standard and Guidance for Archaeological Watching Briefs* (2014).

1.8.3 Objectives

1.8.4 An investigation of the potential archaeological resource through observation and recording in order to ensure the safeguarding of the resource in the development area prior to and during construction works in addition to informing the general public about the archaeological resource of the area.

1.8.5 The presentation of these observations will be made in a written report, taking account of related documentary and historical evidence.

1.8.6 The preparation of an archive of data recovered and records made as a result of the project, and the deposition of this archive in a suitable receiving museum or similar institution.

1.9 Timing

1.9.1 The Level 2 building recording of Gupton Farm will commence following notification of a start date for the development as provided by the client but before the commencement out of any groundworks or alterations to buildings.

1.9.2 The archaeological watching brief will commence following the notification of a start date for the development works as provided by the client.

1.9.3 The timing of on-site works will be phased according to the development programme and each component will be agreed in advance.

1.10 Assessment of potential impact

1.10.1 Without appropriate forms of mitigation the following development activities are deemed likely to have a potential impact on the archaeological resource:

- The removal of topsoil
- Ground preparation/enabling works, including any ground investigation works, drainage works, tree root removal etc
- Landscaping works, including any levelling
- Any other ground disturbing works

- Alteration or demolition of any structures relating to Gupton Farm

1.11 Specification strategy: Level II building recording of Lanelay Hall

- 1.11.1 A programme of building recording will be implemented to Level 2 (English Heritage 2006) prior to the commencement of any on-site works in order to provide a descriptive record that includes exterior and interior descriptions and conclusions regarding the building's development and use.
- 1.11.2 The on-site building recording works will need to be conducted prior to the commencement of the main construction programme.
- 1.11.3 The programme of building recording to meet the requirement of the Chartered Institute for Archaeologist's Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures 1996 (revised 1999, 2001 and 2008) and English Heritage's 'Understanding Historic Buildings: A Guide to Good Recording Practice (2006) shall be undertaken on the specified building(s) prior to the commencement of the development.
- 1.11.4 The contractors on site will be notified of the need to allow the site archaeologist conducting the building survey reasonable access to their works for the purpose of recording the building. No site works should be undertaken prior to the completion of the building survey.
- 1.11.5 In the event of particularly significant or complex structural discoveries being made, those areas will be fenced off and clearly demarked. No machines or contractors shall work in such areas until such time as recording has been completed.
- 1.11.6 In accordance with professional guidelines and practice there will be a contingency for a maximum of three days' uninterrupted access to each such area and for a team of up to two further archaeologists to be employed. Contingency costs are beyond the scope of this specification and will need to be agreed in advance before any extension to the programme commences.
- 1.11.7 In the event that structural remains are encountered which are of such complexity or significance that the contingency arrangement would not be of sufficient scope, a meeting with the LPA and any other parties that may be relevant to the issue will be convened in order to agree an appropriate strategy.
- 1.11.8 The techniques employed for recording will conform to best current professional practice.
- 1.11.9 Architectural detail shall be drawn at an appropriate scale: usually 1:20 in plan, and 1:10 or 1:5 in elevation. All significant elevations will be photographed with a digital camera at no less than 10mp. If applicable, survey work, building or otherwise, will be carried out using a total station or

survey grade GPS. Survey information will be related to the Ordnance Survey National Grid and levels related to the Ordnance Survey Datum. This work will be complemented by measured drawings. If appropriate, individual architectural features will be recorded with a single continuous context numbering system.

1.12 Specification strategy: archaeological watching brief

- 1.12.1 The strategy is proposed on the basis of the likely extent and form of archaeological interests and the proposed extent and form of development effect.
- 1.12.2 The effect of the development on potential archaeological interests will be safeguarded by means of a watching brief on all intrusive groundworks. A watching brief to meet the requirement of the Chartered Institute for Archaeologist's Standard and Guidance for Archaeological Watching Briefs (2014) will be undertaken on the groundwork's specified in 2.4.1 above.
- 1.12.3 If archaeologically significant remains are discovered during the watching brief, the archaeologist carrying out the works, in consultation, where appropriate, with the resident engineer (or equivalent agent), will make a decision as to whether it can be adequately recorded and removed without disruption to any nearby development works.
- 1.12.4 In the event that a significant discovery is made during the watching brief, and the provision in paragraph 2.6.3 cannot be put into effect, then arrangements will be made to modify the construction programme and fence off the area of interest to allow its safe and effective investigation and recording.
- 1.12.5 In the event that remains are encountered during the watching brief which are of such complexity or significance that the contingency arrangements would not be of sufficient scope, a meeting with the LPA, their archaeological advisors and any other parties that may be relevant to the issue, should be convened in order to agree an appropriate strategy.
- 1.12.6 The techniques employed for recording will conform to best current professional practice. Archaeological features will be recorded with a single continuous context numbering system. Features shall be drawn at a suitable scale in plan and where appropriate in section an appropriate scale: usually 1:20 in plan and 1:10 in section. All significant contexts will be photographed in digital at no less than 10mp. Survey information will be related to the Ordnance Survey National Grid and levels related to the Ordnance Survey Datum. All survey work where appropriate will be carried out using a total station or survey grade GPS. This work will be complemented by photographs and measured drawings.

2 Resourcing

2.1 Staffing

The project staff involved will be experienced archaeologists with appropriate membership to the Chartered Institute for Archaeologists.

Additional input is provided by:

- Finds Specialist, responsible for finds recovery policy and arrangement of specialist services
- Project Archaeologists (finds), responsible for cleaning, cataloguing and analysing finds
- Illustrator, responsible for preparing publication-standard drawings, artistic reconstruction drawings, information boards, leaflets and advertisements

2.2 Specialists

2.2.1 Appropriate specialists will be identified by the commissioned archaeological contractors.

3 Implementation

3.1 General implementation

3.1.1 The specified archaeological works will be undertaken to the highest possible standards in line with the requirements of the Chartered Institute for Archaeologist's Standard and Guidance for Archaeological Watching Briefs (2014) and Standard and Guidance For the Archaeological Investigation and Recording of Standing Buildings or Structures 1996 (revised 1999, 2001 and 2008) as well as English Heritage's 'Understanding Historic Buildings: A Guide to Good Recording Practice' (2006).

3.1.2 If stray finds or deposits of minor interest are encountered these will be recorded by the archaeologist as the specified ground works proceed.

3.1.3 If more significant deposits are found these will be investigated and recorded within a secured area.

3.1.4 Should human remains be encountered, the nature and extent of those remains will be established and recorded, and the coroner informed. However, the remains will be left *in situ*, with suitable measures in place to ensure their protection during backfilling. Special circumstances may dictate the need to remove human remains if they are thought to be vulnerable to further damage or obstructive to the broader aims of the work. In such cases, the human remains will be archaeologically recorded and removed under conditions that comply with all current legislation. This will include reporting to the relevant authorities, the obtaining of proper licences, and the provision for eventual reburial following appropriate analysis. All human

remains will be excavated by hand 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).

- 3.1.5 It is intended that the site archive, including any finds assemblage, will be deposited with an appropriate institution (National Museum Wales, Cardiff), or retained by the landowners, as required.
- 3.1.6 The finds, including artefacts and ecofacts, excepting those, which may be subject to the laws of *Treasure Act* (1996), will be deposited with the same institution, subject to the agreement of the site owners. An agreement with an appropriate institution to accept this material will need to be made on completion of fieldwork and assessment of the nature of the finds recovered.
- 3.1.7 Suitable outreach strategies will be developed to ensure members of the public are fully informed during any site investigation works (see section 4.4).
- 3.1.8 A report describing the works carried out and findings made will be prepared and submitted to the local planning authority.

3.2 Specification methodology

- 3.2.1 Prior to their implementation, a specific project design, along with a relevant Health and Safety risk assessment, will be drawn up before the commencement of the watching brief and building survey.
- 3.2.2 Any ground intrusions works will be conducted under archaeological watching brief conditions. These include, but are not limited to, those specified in section 2.4.1. No groundworks should be undertaken in the area to which this scheme applies without the presence of the site archaeologist.
- 3.2.3 In the event of particularly significant or complex discoveries being made during the course of the watching brief, those areas will be fenced off and clearly demarked.
- 3.2.4 No machines or contractors should work in such areas until such time as recording has been completed.

3.3 Method of recording

- 3.3.1 The techniques employed will conform to best current professional practice. Archaeological deposits will be recorded with a single continuous context numbering system, in accordance with ClfA guidance. Contexts will be drawn at a suitable scale in plan, and, where appropriate, in section. All significant contexts will be digitally photographed, with a resolution of no less than ten megapixels. Survey information will be related to the Ordnance Survey National Grid and levels related to the Ordnance Survey Datum. All survey work where appropriate will be carried out using a total station or survey grade GPS.
- 3.3.2 All classes of finds will be retained, cleaned, and catalogued until arrangements for final deposition have been agreed, in line with the requirements of the Chartered Institute for Archaeologist's *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (2014). If substantial quantities of undiagnostic, residual or modern material are recovered, an on-site recording and discard policy for these classes of find will be devised, in line with ClfA guidance. No human remains will be removed from site until the relevant permissions have been obtained.
- 3.3.3 The management of environmental recording and sampling will follow the principles and tenets laid down in English Heritage's *Environmental Archaeology: A guide to the theory and practice of Methods, from sampling and recovery to post-excavation* published in 2011. All deposits with a high potential for the preservation of palaeoenvironmental material will be sampled, by column, bulk and other method, for possible subsequent analysis, in accordance with a sampling strategy overseen by a specialist with appropriate expertise. Sampling and recording will be the responsibility of an identified member of the field team with relevant experience.

4 Reporting

- 4.1.1 An archive of archaeological records relating to the work will be prepared to the specifications in *Management of Archaeological Projects* (English Heritage, 1991) Appendix 3.
- 4.1.2 Archaeological and historical sources will be consulted, in order to place the results of the fieldwork in an appropriate archaeological and historical framework.
- 4.1.3 Following a review of the potential of the recovered evidence, a programme of analysis and research will be undertaken, resulting in the preparation of a site narrative and supporting data, including finished drawings and photographs as necessary.
- 4.1.4 Reports on cultural or palaeoenvironmental material, dating, and remote sensing will be prepared using established specialists as and when required.
- 4.1.5 An archive of records relating to the preparation of the reports will be prepared to the specifications in *Management of Archaeological Projects* (English Heritage, 1991) Appendix 6.
- 4.1.6 Reporting will be phased according to the construction programme but will include a synthesis of the data gathered, together with inclusion of supporting evidence in appendices as appropriate, and illustrations. Two hard copies and a PDF of the report will be supplied to the client.
- 4.1.7 After an appropriate period has elapsed, copies of the report will be deposited with the Historic Environment Record (HER), curated by DAT.
- 4.1.8 Short archaeological digest reports will be submitted for publication in relevant regional, national and thematic learned journals; as a minimum, a report will be submitted to the annual publication of the regional CBA group or equivalent journal. Non-technical reports will also be produced to inform the general public of the archaeological investigations, this may also include web pages, posters, leaflets or other media forms.
- 4.1.9 The site archive will be deposited with a suitable receiving institution, in accordance with the ICON and ClfA Guidelines (*Standards and guidance for the creation, compilation, transfer and deposition of archaeological archives* (2014)), and subject to the agreement of the legal landowner. A copy of the report and archive index will be deposited with the *National Monuments Record*, RCAHMW, Aberystwyth, and the *Regional Historic Environment Record*, curated by the Glamorgan-Gwent Archaeological Trust, Swansea.
- 4.1.10 The finds, including artefacts and ecofacts, excepting those which may be subject to the Treasure Act, will be deposited with the same institution, or retained by the landowner as required.
- 4.1.11 A copy of the archive index will be deposited with the National Monuments

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Record, RCAHMW, Aberystwyth.

Monitoring

4.1.12 National Trust Wales is content for its work to be monitored by the Local Planning Authority or their agents or appointed representatives, provided that the monitors:-

- Must where requested give advance notice and if necessary attend at the site at prearranged times, and, if required, in the company of the Client or his agents or their bona fide representatives
- Cause no undue delay to the programme of works
- Give no instruction to vary the agreed works
- Fully observe all Health & Safety requirements
- Either have the appropriate academic and professional qualifications and relevant experience to comment on the works in hand, or in lieu of this are attended by appropriate specialist consultants.
- Provide National Trust Wales with copies of a written report within a reasonable time period from the date of the visit.
- The costs for monitoring are not included in our quotation.

4.2 Arbitration

4.2.1 Any dispute or difference arising out of a contract in relation to this work will 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.

Glossary

Archive

An ordered collection of all documents and artefacts from an archaeological project, which at the conclusion of the work should be deposited at a public repository, such as the local museum.

Assessment

A desk-based assessment is a detailed consideration of the known or potential archaeological resource within a specified area or site (land-based, intertidal or underwater), consisting of a collation of existing written and graphic information in order to identify the likely character, extent, quality and worth of the known or potential archaeological resource in a local, regional or national context as appropriate.

Brief

An outline framework of the archaeological situation which has to be addressed, together with an indication of the scope of the works that will be required.

Bronze Age

A chronological division of the prehistoric period, which sees the introduction of copper and the eventual widespread adoption of bronze for use in weapons, jewellery etc. In Britain it is dated between circa 2300 and 700 BC.

Cadw

An executive agency of the Welsh Government: Cadw are responsible for the planning issues which affect statutorily protected ancient monuments and buildings. They also grant aid repairs to historic buildings and monuments and manage ancient monuments which are in direct State care.

Early-medieval

The period after the break down of Roman rule and the Norman invasion (circa 410 to 1066 AD).

Field evaluation

A limited programme of non-intrusive and/or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site; and, if present, defines their character and extent, and relative quality. It enables an assessment of their worth in a local, regional, national or international context as appropriate. The programme of work will result in the preparation of a report and ordered archive

Historic Environment Record (HER)

A documentary record of known sites in a given area. In south-east Wales the HER is curated by the Curatorial Division of the Glamorgan-Gwent Archaeological Trust.

Medieval

The period after the Norman invasion nominally finishing at the Battle of Bosworth and the commencement of the reign of Henry VII (1067 to 1485 AD).

Mesolithic

A chronological division of the prehistoric period spanning the period from the end of the last ice age to the introduction of farming. It is dated between circa 10,000 and circa 4,400 BC.

Modern

The period since 1901 AD.

Natural

Archaeological term for undisturbed natural geology on a site.

Neolithic

A chronological division of the prehistoric period during which agriculture and domestic animals were introduced to Britain. It is dated circa 4,400 to circa 2,300 BC.

NGR

National Grid Reference

Palaeolithic

The earliest division of the prehistoric period, from the first evidence of tool making by humans to the final retreat of glacial ice from Britain. It is dated circa 22,500 to circa 10,000 BC.

Post-medieval

Period between 1486 and 1901 AD.

Risk Assessment

A document prepared to meet the requirements of *The Management of Health and Safety at Work Regulations 1992* assessing all risks to the health and safety of employees and others arising from a work activity.

Roman

Period when Britain was ruled by Rome circa 44 - 410 AD

Romano-British

Term used to describe a fusion of indigenous late Iron Age traditions with Roman culture

Specification

A written schedule of works required for a particular project (by a curator, planning archaeologist or client), set out in sufficient detail to be quantifiable, implemented and monitored. Normally prepared by or agreed with the relevant curator.

Watching brief

Gupton Farm, Freshwater West, Pembrokeshire: archaeological written scheme of investigation

An archaeological watching brief is defined as a programme of observation, investigation and recording conducted during any operation carried out for non-archaeological reasons within a specified area or site, where there is a possibility that archaeological deposits may be disturbed or destroyed. The programme of work will result in the preparation of a report and ordered archive.

Welsh Archaeological Trusts

There are four Welsh Archaeological Trusts, Clwyd-Powys, Dyfed, Gwynedd and Glamorgan-Gwent. The Trusts were established between 1974 and 1975 in order to carry out rescue archaeological work in Wales. The Trusts are now divided into Contracts and Curatorial Divisions. They are all charities but are also limited companies.