



A.P.A.C. Ltd.

Archaeological Perspectives Analysis Consultancy

**WRITTEN SCHEME OF INVESTIGATION FOR AN
ARCHAEOLOGICAL WATCHING BRIEF**

WSI: WB/MSF/15

St Alban's, 92 St Mellons Rd, Marshfield.

Newport County Council

15/0767



Summary

This document comprises a Written Scheme of Investigation for an Archaeological Watching Brief to be undertaken during ground disturbance works necessary for the installation of a 'vortex Sewwage System'.

Glamorgan Gwent Archaeological Trust (GGAT) advised Newport City Council Council (NCC) that as the proposed work at the site could likely impact on archaeological resources, a condition requiring an archaeological watching brief should be imposed.

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Introduction

This Written Scheme of Investigation for an Archaeological Watching Brief has been prepared by DR N. Phillips, APAC Ltd, in response to a proposed programme of works: the installation of a 'Vortex Sewage System'

The site to be developed lies within the Newport Archaeologically Sensitive Area of the Gwent levels, at NGR325735 181764, which has known medieval and post medieval settlement.

The current planning for the modification of the existing building 15/0767, had no proposals for ground disturbance and therefore no potential for the disturbance of any archaeological resources.

The addition of a proposal to excavate the ground for the installation of the 'vortex Sewerage System' will involve ground disturbance and therefore Glamorgan Gwent Archaeological Trust have advised the council that the work should now have an archaeological condition imposed.

The developer shall ensure that a suitably qualified archaeologist is present during the undertaking of any ground disturbing works in the development area, so that an archaeological watching brief can be conducted. The archaeological watching brief shall be undertaken to the standards of the Chartered Institute for Archaeologists. The Local Planning Authority shall be informed, in writing, at least two weeks prior to the commencement of the development of the name of the said archaeologist and no work shall begin until the Local Planning Authority has confirmed, in writing, that the proposed archaeologist is suitable. A copy of the watching brief report shall be submitted to the local Planning Authority within two months of the fieldwork being completed by the archaeologist.

A50811/JB

Location of the Site

Marshfield is a small hamlet on the Gwent Levels, between Newport and Cardiff.

It can be reached from Junction 28 on the M4, taking the A48 towards Cardiff, turn left at Castleton and continue to the cross-roads in Marshfield where a right turn along St Mellons Road leads to the site.

Brief archaeological and historical background

The advisory letter from GGAT to planning states that 'there are no recorded archaeological features within the HER' but that the site is on the edge of land, geologically favourable for potential settlement.

The region certainly has archaeological resources, from prehistoric to present that are related to the same geological features.

Medieval and post medieval resources have been found on nearby sites; a motte and bailey castle at nearby Castleton and St Mary's Church (AD.1135) two of the more overt examples.

The property itself is actually recorded on the 1875 Ordnance Survey Map, Monmouthshire XXXIII, as St Alban's Cottage and is possibly represented as a structure on the 1833 first series Ordnance Survey Map, Sheet 36.

Aims & Objectives

The proposed development is for the construction of a 'Vortex Sewage System' which will require excavation of a hole some 3m x 3m x3m plus pipe trenches to the property.

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



The aim of the watching brief is to establish the presence/absence of archaeological structures or other significant features within the works area.

Should any archaeological resources be revealed their presence will be recorded and a decision made as to any mitigation measures.

To carry out an archaeological watching brief to the standards laid down in the Chartered Institute of Field Archaeologists, Guideline for Watching Briefs 2014.

An archaeological watching brief:

The definition of an archaeological watching brief is a formal programme of observation and investigation conducted during any operation carried out for non-archaeological reasons. This will be within a specified area or site on land, inter-tidal zone or underwater, where there is a possibility that archaeological deposits may be disturbed or destroyed. The programme will result in the preparation of a report and ordered archive.

This definition and Standard do not cover chance observations, which should lead to an appropriate archaeological project being designed and implemented, nor do they apply to monitoring for preservation of remains in situ. A watching brief will preserve by record, within the resources available, any archaeological deposits uncovered during groundwork.

The watching brief will ensure that: in the event of archaeological resources of significance, being discovered and requiring treatment beyond the remit of the watching brief; then steps would be implemented to ensure that their treatment would be undertaken within the standards recommended by the CIFA.

Resulting from the watching brief, a report on the results will be produced, which will include a detailed summary of the methodology, site history, deposits/features/structures/artefacts uncovered and interpretation of the results.

(CIFA, 2014).

Scope of the Work

The archaeology of the application site as a whole, in its wider local, regional or national context, will be considered, although 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 watching brief

At an agreed date, development work will begin, from which point an archaeologist will be on site to watch all ground disturbing work and to record anything of archaeological significance.

GGAT will be notified at least 2 weeks in advance, of the proposed date for commencement of the ground disturbance work.

The archaeology of the development site as a whole will be considered, if/when, any exposed archaeology is examined.

All remains of potential interest will be recorded and finds retained, regardless of date.

If archaeological features are discovered, work will cease in the immediate area until the archaeologist has been able to fully inspect the feature and determine its importance.



If in the opinion of the archaeologist, the archaeological feature can be rapidly recorded to the required standard in accordance with the watching brief guidelines this will be done.

If the archaeologist determines that the archaeological feature requires more investigation, and recording than he can undertake as part of the watching brief, both the client and (GGAT), will be informed and an 'on-site' meeting arranged as soon as possible.

Until the meeting has taken place, no work will be undertaken in the vicinity of the archaeological feature.

Such a meeting will determine what works are required to be undertaken to ensure that the archaeological feature is fully dealt with.

This may result in a decision to:

"Preserve in situ" which will involve adequate cleaning of the feature to allow for suitable recording

Or to undertake archaeological excavation to provide more information to allow for a decision to be made concerning further work.

In most cases, a detailed project design for this work will be prepared and submitted to the client and, (GGAT), prior to the commencement of the agreed work.

In the event of artefact remains of archaeological importance being recovered, resulting from ground works at the site, (GGAT), will be informed.

Although the requirements for conservation of artefacts are unpredictable, A.P.A.C. Ltd, will undertake to ensure that the minimum standards are achieved as in the UK Institute of Conservation's "Guidelines for the treatment of Finds from Archaeological Sites".

In the event of need for specialist procedures or services; arising from ground works, relevant parties will be contacted by the contractor, A.P.A.C. Ltd, and arrangements made for necessary post ex-work.

In consultation with specialist archaeological advisors, a decision will be made, as to steps necessary for conservation or investigation of such artefacts.

Such specialist procedures or services may incur charges that will be borne by the developer.

Although it is not expected that human remains will be found on the site, any occurrence will be dealt with by initially leaving in-situ and if removal is necessary, the appropriate Home Office permission obtained.

Analysis and Reports

Within three months of the completion of the fieldwork, a fully illustrated report will be submitted to the client, NCC (Planning), and GGAT.

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.



- A summary description of the evaluation results including any archaeologically significant features/deposits or potential features/deposits identified within the each trench.
- A discussion of the location, nature, extent, date, quality, condition and significance of any archaeological deposits/features uncovered, together with a discussion of their relationship with known archaeology in the vicinity.
- Survey and excavation plans at appropriate scales. Each trench will be presented in the report with at least one plan (scale 1:20) and section (scale 1:10) as well as a photograph.
- Other maps, plans, drawings and photographs as appropriate.
- A description of the finds and environmental samples collected including an exposition of the methodologies employed, a statement on the presence or absence of material and an assessment of preservation. A summary interpretation of the finds including reference to any unusual or important features of the assemblage will also be included. Specialist reports will be included of important groups of finds, materials and samples.
- 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

In the event of artefacts being collected, the archaeological contractor will endeavour to persuade the legal owner of any artefacts, to transfer them a suitable local museum.

In such a case, Newport City Museum will be notified of the intention to deposit the project archives with them.

The project will be designated a project code with all significant documents and packaging carrying this code number.

If the archive has no artefacts, then copies will be deposited in the Gwent Archives 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 WSI 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 WSI.



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.

A copy of this WSI will be sent to the monitoring authorities GGAT for their approval.

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 1st 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. 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).

APAC. Ltd has current Public Liability (924765101 CHC) and Professional Indemnity (RKK865819/1126) Insurance with Towergate

Resources:

- Project Director: Dr Neil Phillips. (Director; fieldwork and preparation of report).
- Specialist Consultant Archaeologist: Steve Clarke
- Archaeologist (Finds Specialist): Steve Clarke & A OPhillips
- Industrial (Dr T. Young)
- Fauna (F. Taylor)



Bibliography and References:

- CIFA . Code of Conduct and the Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology 2014.
- Standard and Guidance for the Archaeological Watching Brief 2014.
- Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological materials 2014
- English Heritage 1991 Management of Archaeological Projects
- GGAT A50811/CG. Proposed two storey side and rear extensions, replacement of porch, creation of vehicular access and parking area: St Alban's, 92 St Mellons Road, Marshfield. PL.App.No:15/0767
- A50811/JB. Proposed two storey side and rear extensions, replacement of porch, creation of vehicular access and parking area: St Alban's, 92 St Mellons Road, Marshfield. PL.App.No:15/0767
- NA. (supplied by client) Ordnance Survey Block Plan centred on 328673 213179. www.mapcentre.com
SN:58795
- Drawings: Pre Planning Advice. MC2014/ENQ/00865. RB/AB 01.
1st December 2014.
- Pre Planning Advice. MC2014/ENQ/00865. RB/AB 01.
11th February 2015.
- Health and Safety at Work Act 1974
- Magic Maps <http://magic.defra.gov.uk/>