



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

Archaeological Perspectives Analysis Consultancy

**DESIGN BRIEF  
FOR AN  
ARCHAEOLOGICAL WATCHING BRIEF**

**27 Kingsmark lane, Chepstow.**

**Monmouthshire County Council**

**Planning Application No: DC/2013/00743**

PREPARED BY DR N PHILLIPS  
1<sup>ST</sup> JUNE 2014



## Summary

*This document comprises a Design Brief for an archaeological watching brief to be undertaken during proposed construction work, at a site identified as having potential archaeological resources that may be impacted by any development.*

*The development being proposed is the construction of a new build residential property on a plot of land within the curtilage of a current property owned by the client.*

*A planning application proposal has been communicated to Monmouthshire County 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.*

*MCC in accordance with the guidance from GGAT imposed a condition requiring a watching brief to be undertaken during any ground disturbance work on the site.*

*This document details an archaeological programme of work.*



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## 1. INTRODUCTION

This Design Brief has been prepared by Dr Neil Phillips, A.P.A.C. Ltd, in response to a proposed programme of works, to construct a new build on land within the curtilage of 27 Kingsmark Lane Chepstow, NP Abergavenny Rd, Mamhilad. NP16 5 LZ. NGR 352522 194159, fig 01.

The proposed work will involve excavation of trenches for footings as well as services which may impact on any archaeological resources present.

The client, Mr A Chappell, having requested outline planning permission from Monmouthshire County Council; (pl.app.no DC/2013/00743); through their agent Mark Harry Maison Design, has been granted Approval of Outline Planning Permission, with conditions; one of which requires that:

*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 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...*

MON2063/GP

This Design Brief has been compiled, based on information provided by the agent and available on the planning web site.

## 2. LOCATION OF THE SITE

The location of the site can be gained from the A466 at Chepstow; 'Wye Valley Link Road', proceeding northerly from the direction of the 1<sup>st</sup> Severn Bridge crossing, take the 2<sup>nd</sup> turn off the roundabout onto St Lawrence Rd.

Knigsmark lane is the 5<sup>th</sup> turning on the right, just at the top of a down-slope.

## 3. BRIEF ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

The HER records that the site is located close to the site of Kynesmark Priory; 08289g, first recorded in c624 as a donation to the see of Llandaff, (MON2063/GP).

The donation was recorded as 'Lanncinmarch' given to the Bishops of Llandaff by Athrwys, King of the region of Gwent, (Rees, p.411. 1840).

The HER also records St Kynemark's well 01164g medieval, Chapel 08316g medieval, (archwilio).

1<sup>st</sup> edition Ordnance Survey mapping of the area indicate a series of ponds in the vicinity and 1960s excavations revealed building remains, (MON2063/GP).

## 4. AIMS & OBJECTIVES

The aim of the watching brief was 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 Institute of Field Archaeologists, Guideline for Watching Briefs 2013.



This will entail a programme of observation and investigation in the specified area during ground works and to produce an archive report of the same.

## **5. WATCHING BRIEF**

An archaeological watching brief is defined as 'a formal programme of observation and investigation conducted during any operation carried out for non-archaeological reasons...within a specified area...where there is a possibility that archaeological deposits may be disturbed or destroyed' (IFA 2013).

A watching brief will result in the preparation of a report and archive.

The purpose of a watching brief is 'to allow within the resources available, the preservation by record of archaeological deposits, the presence and nature of which could not be established (or established with sufficient accuracy) in advance of development or other potentially disruptive works' (IFA 2013).

The purpose of a watching brief is 'to provide an opportunity, if needed, for the watching archaeologist to signal all interested parties, before the destruction of material in question, that an archaeological find has been made for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard, (IFA 2013).

The specific undertaking of the watching brief at 27 Kingsmark Lane, is that no excavation of the ground surface, within the location of this planning application, will be undertaken unless the contracted archaeologist is present to oversee the work.

## **6. METHODOLOGY & CONTINGENCY ARRANGEMENTS**

Prior to the commencement of the watching brief, a study will be made into any existing information pertaining to the area of the site. Such information will be obtained from appropriate sources.

The archaeology of the development site as a whole will be considered, when any archaeology exposed, 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 Glamorgan Gwent Archaeological Trust, (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.

The meeting will determine what works are required to be undertaken to ensure that the archaeological feature is fully "preserved by record." In most cases, a detailed project design for this work will be prepared and submitted to the client prior to the commencement of the agreed work.

In the event of artefactual 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.

## **7. RECORDING**

Recording of archaeological contexts will be undertaken using a continuous numbered context system on pro-forma recording sheets.

Written and drawn records will be kept; plans (other than site location) will be drawn to a scale of 1:20. The photographic record will consist of digital images to 8 megapixels taken throughout the project.

Drawn records will be related to Ordnance Survey datum and published boundaries where appropriate.

All artefacts recovered during the project will be retained and closely related to the contexts from which they originated.

All typologically distinct and closely datable finds will be recorded three dimensionally where possible.

Any features containing deposits of environmental or technological significance will be sampled.

## **8. POST-EXCAVATION**

Pottery will be analysed to the standards outlined in 'Draft Guidelines for the preparation of Pottery Archives' as prepared by the Study Group for Roman Pottery in consultation with the IFA. All other material will be analysed following the advice given in 'The Institute of Field Archaeologists: Guidelines for Finds Work'.

A catalogue by context of all artefactual material recovered will be included with quantification by weight or sherd count where appropriate.

## **9. REPORT**

The report will be fully representative of information gathered from even if the evidence is negative.

The report will contain at least one location plan showing the site in relation to local topography as well as the area in which work is undertaken.

The report will include all drawn sections and plans, with reference to those of archaeological significance.

A summary report on the artefactual assemblage and an assessment of potential for further study will be prepared by suitably qualified individuals and included in the report.

Once completed, a copy of the report will be submitted to the client for their approval. Notes of any confidentiality imposed by the client will be included.



A summary of the work will be submitted to 'Archaeology in Wales' no later than one year after completion of the work.

## 10. ARCHIVE

A project archive will be prepared in accordance with the guidelines outlined in Appendix 3 of 'Management of Archaeological Projects' (English Heritage 1991).

The original archive will be retained by APAC Ltd with a copy deposited with Gwent Archive.

The copyright for this report shall remain with the A.P.A.C. Ltd.

## 11. STAFF AND TIMETABLE

The work will be undertaken by the contractor A.P.A.C. Ltd, under the direction of Dr N Phillips. The contractor has experience and a proven track record in archaeological excavation and assessment work.

A.P.A.C. Ltd, as archaeological contractor, will adhere to the Institute of Archaeologist's Code of Conduct and the Code of Approved Practice for the regulation of Contractual Arrangements in Field Archaeology.

It is expected that the field team during the excavation will consist of Dr N Phillips.

The watching brief will be conducted at all times of active excavation within the designated areas of interest.

Specialists who may be invited to advise and report on specific aspects of the project as necessary are:

Ceramics	Mr S Clarke
Metalwork	Dr T Young
Flint	Ms E Walker
Fauna	Felicity Taylor
Environmental Remains	Dr R Scaife
Conservation	TBA

Depending upon the nature of the deposits and artefacts encountered it may be necessary to consult other specialists not listed here. Details of these can be supplied as required.

## 12. HEALTH AND SAFETY

A.P.A.C. Ltd will conduct all works in accordance with the Health and Safety at Work Act 1974 and all subsequent Health and Safety legislation, the A.P.A.C. Ltd Health, Safety and Welfare Policy and any principal contractors policies. A risk assessment will be undertaken prior to commencement of fieldwork and appropriate mitigation measures and procedures put in place. The risk assessment will be actively reviewed, maintained and updated over the lifetime of the project.

## 13. MONITORING

Glamorgan-Gwent Archaeological Trust (Curatorial Division) are invited, on behalf of the Monmouthshire County Council, to undertake the monitoring of archaeological work. Notification of the start of site works will be made to these local archaeological advisors, so that there will be opportunities to arrange to visit the works and check on the quality and progress of the project. Glamorgan-Gwent Archaeological Trust (Curatorial Division) will be kept informed of discoveries during the course of the works, and will be consulted as necessary to agree appropriate investigation and sampling methods.



14. BIBLIOGRAPHY

Health and Safety at Work Act 1974

English Heritage Management of Archaeological Projects (1991).

IFA Standard and Guidance for an archaeological watching brief. 2013.

Code of Conduct and the Code of Approved Practice for the regulation of Contractual Arrangements in Field Archaeology. 2014.

Standard and Guidance for the collection, documentation, conservation and research of archaeological materials. 2013.

GGAT MON2063/GP. Re: Building plot in side garden, 27 Kingsmark Lane, Chepstow. PL. App. No: DC/2013/00743.

Monmouthshire County Council Planning Application DC/2013/00743. 27 Kingsmark Lane, Chepstow.

Approval of Outline Planning Permission DC/2013/00743. 27 Kingsmark Lane, Chepstow.

Delegated. Proposed Development: Building plot. 27 Kingsmark lane, Chepstow. K Young. 17/09/13.

Maison Design 27 Kingsmark Lane, Chepstow. NP16 5LH:

Existing site plan	MH-4872. August 2013
Proposed site plan	MH-4873. August 2013
Elevations	MH-4874. August 2013

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)

Online research

HER: <http://www.archwilio.org.uk/>  
<https://www.google.com/maps/>



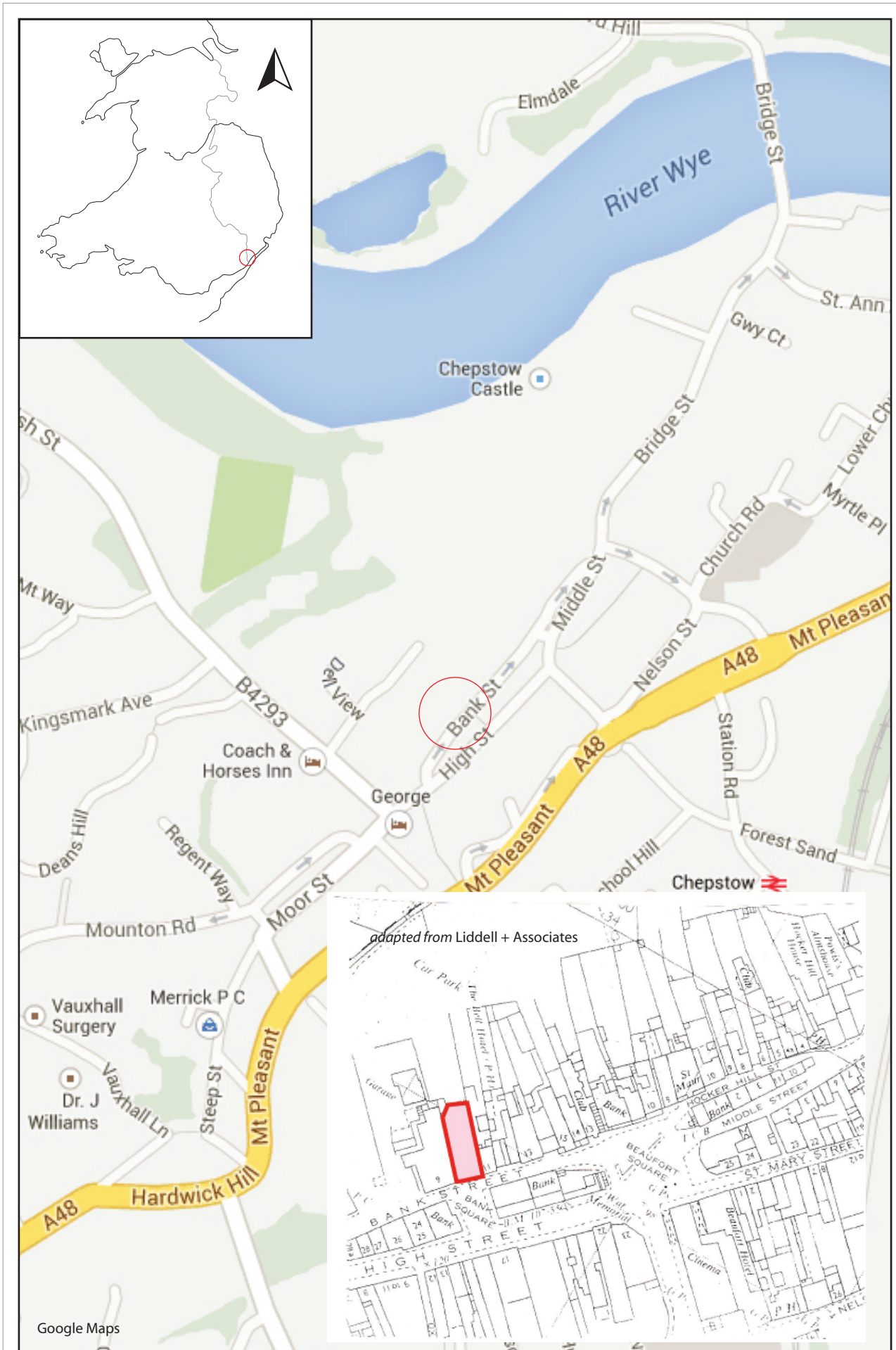


Fig 01: Location

