

Nathan Willcox  
Cadw

By email  
[nathan.willcox@gov.wales](mailto:nathan.willcox@gov.wales)

Eich cyfeirnod  
Your reference

Ein cyfeirnod  
Our reference

Dyddiad  
Date

Llinell uniongyrchol  
Direct line

Ebost  
Email:

PE006

25 February 2025

0300 0256004

[scheduledmonuments@gov.wales](mailto:scheduledmonuments@gov.wales)

Dear Nathan Willcox,

**HISTORIC ENVIRONMENT (WALES) ACT 2023  
APPLICATION FOR SCHEDULED MONUMENT CONSENT  
ST DAVIDS BISHOP'S PALACE (PE006)**

**1. Introduction**

- 1.1 Thank you for your application of 11 March 2024 to Cadw for scheduled monument consent for reinstatement of a former fence line to the Northern boundary of the St Davids Bishops Palace, changing from a post and rail fence to a secure metal fence and proposed anti-climb fan to west range at the above scheduled monument.
- 1.2 Cadw is a Department within the Welsh Government that undertakes the statutory functions of the Welsh Ministers in determining applications for scheduled monument consent.
- 1.3 Each application for scheduled monument consent is considered on its own merits in accordance with *Conservation Principles for the Sustainable Management of the Historic Environment in Wales* ([Conservation Principles](#)) and Annex A of *Technical Advice Note 24: The Historic Environment* ([TAN 24](#)). In particular, TAN 24 explains that the main purpose of scheduling is to ensure the preservation of monuments of national importance and, when considering an application for scheduled monument consent, there is a presumption against proposals which would involve significant alteration or cause damage, or which would have a significant impact on the setting of remains.

**2. Assessment**

- 2.1 Your application and supporting documentation has been assessed by our Regional Inspector of Ancient Monuments who has recommended that conditional scheduled monument consent should be approved for to replace a dilapidated existing fence and involves (i) removing an existing post and wire fence, and (ii) installation of new security fencing to a height

of 6ft and 5ft with two gates in receiver pits, of dimensions 600mm depth x 300mm width x 300mm length, reusing existing post holes where possible, and backfilling post holes with excavated material also proposed anti-climb fan to west range.

The reasons for the Inspector's conclusions are set out in **Annex A** of this letter.

- 2.2 I have carefully considered the impact of the proposed development on the scheduled monument and its setting in light of the advice that I have received from our Regional Inspector of Ancient Monuments. I have no reason to disagree with the advice of our Regional Inspector and am satisfied that his recommendation is consistent with the objectives of Conservation Principles and TAN 24.

### 3. Decision

- 3.1 Accordingly, I hereby approve conditional scheduled monument consent for the proposed works as outlined in section 1.1.

- 3.2 In reaching this decision, I have taken into account the requirement of sections 3 and 5 of the Well-being of Future Generations (Wales) Act 2015. I consider that this decision is in accordance with the Act's sustainable development principle through its contribution towards the Welsh Ministers' well-being objective of *A Wales of vibrant culture and thriving Welsh Language*.

- 3.3 Any development control issues associated with wider development will be a matter for any application for planning permission. It is the responsibility of the applicant to establish whether any further approval or consents are required for the proposed development.

### 4. Conditions

- 4.1 The following conditions are intended to protect the monument from damage or significant alteration as set out in TAN 24: *The Historic Environment* and to ensure that details of the project are archived.

- a) The applicant shall provide Cadw's Historic Environment Branch (HEB) with reasonable advance notice of commencement of works on site and will afford access at all reasonable times to any Cadw HEB official or archaeologist nominated by Cadw HEB to monitor progress of the works;
- b) The approved works shall be carried out strictly in accordance with the application form, plans and documents as listed below. No variations are permitted unless they have been authorised in advance in writing by Cadw;

Number	Document / plan	Reference Number (if applicable)	Date



1	SMC application form signed by Mr Nathan Wilcox and dated 11/03/2024		11/03/2024
2	Image - Current fence to Northern Boundary - 239817012_13881412_3235915		11/03/2024
3	Image - 239817012_13881412_3235931 - Estate style fence - IMG.6571.JPG preferred option		11/03/2024
4	Mesh fencing - 239817012_13881412_3235912 - Unsuitable option		11/03/2024
5	Proposed fence line - 239817012_13881412_3235857 - plan		11/03/2024
6	Additional information re return and colour		04/09/2024
7	Proposed fence line – images and plan		12/09/2024
8	Amended designs for additional fence and anti climb fan		30/01/25

c) The approved works shall be carried out strictly in accordance with a 'Method Statement' to be submitted in advance and formally approved in writing by Cadw HE before work commences. The 'Method Statement' shall be adhered to throughout the project and any variations shall be approved by Cadw prior to works commencing;

d) The Method Statement shall provide for:

	<b>INFORMATION REQUIRED</b>	<b>Date when information required</b>
1	Removal of existing fence and vegetation, including details for protection of ground surface, ingress and egress of materials, vehicles (if required) and removal of all old materials / brash from scheduled area.	Before work commences.
2	Installation of new fence, including details for protection of ground surface and ingress and egress of materials, vehicles (if required).	Before work commences.

e) No works, including site clearance, shall commence until Cadw HEB has been informed in writing of the name of an appropriately qualified archaeologist

operating to ClfA published standards and guidance<sup>1</sup> who is to be present to undertake a watching brief for any works or operation occurring within the scheduled area. No work shall commence until Cadw HEB has confirmed in writing that the proposed archaeologist is acceptable;

- f) A digital copy of the draft watching brief report shall be submitted to Cadw HEB for approval within 8 weeks of the archaeological fieldwork being completed<sup>2</sup>;
- g) A digital copy of the approved watching brief report shall be submitted to the regional Historic Environment Record and National Monuments Record of Wales to be incorporated into these public records<sup>3</sup>, and the applicant shall inform Cadw HEB when this has been completed;
- h) Cadw's Properties in Care team shall ensure that all contractors working on site are provided with toolbox talks to include hard copies of the scheduled area map, the final letter of consent and conditions to ensure that they are aware of the status and extent of the scheduled monument;
- i) Cadw's HEB shall be invited to attend a site meeting within the first 5 working days of commencement of the project to review the programme, submitted method statement, final colour choice for the fence, and arrangements that have been established for archaeological mitigation/building recording;
- j) That upon completion of the project the applicant shall produce a completion report including an annotated photographic record detailing the site before, during and after works took place and including final versions of plans as built. The draft should be sent to Cadw HEB in digital format for approval within 25 working days of the works being completed; and
- k) Any historic or archaeological features not previously identified which are revealed when carrying out the works shall be retained *in situ* and reported to Cadw HEB within two working days. Works shall be halted in the area/part of the site affected until provision has been made for retention and/or recording of the feature by a suitably qualified archaeologist in accordance with details submitted to and approved in writing in advance by Cadw HEB.

## 5. Compliance

5.1 Where a condition requires approval or any contact with Cadw you are advised to contact Louise Mees by email [scheduledmonuments@gov.wales](mailto:scheduledmonuments@gov.wales).

5.2 When all work has been completed and the conditions have been discharged, please complete and return the 'completion notice' at Annex B

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<sup>1</sup> Chartered Institute for Archaeologists <https://www.archaeologists.net/codes/cifa> .

<sup>2</sup> Cadw will retain a copy of the watching brief report for our records.

<sup>3</sup> Cadw requires formal confirmation of report deposit to discharge condition.



to Cadw. Section 30(2)(b) of the 2023 Act provides that non-compliance with a condition attached to a grant of scheduled monument consent shall be an offence.

5.3 By virtue of Section 19(2) of the 2023 Act, if no works to which this consent relates are started within 5 years from the date of this letter, the consent shall cease to have effect at the end of that period (unless it is revoked in the meantime).

5.4 This letter does not convey any approval or consent required under any enactment, bylaw, order or regulation other than Section 13 of the 2023 Act. It is the responsibility of the applicant to obtain any such approval or consent where necessary.

## **6. Mechanism for Challenge**

6.1 Sections 72 and 73 of the 2023 Act explain that if you are aggrieved by the decision given in this letter, you may challenge its validity by applying to the High Court within six weeks from the day after the date of my decision. Furthermore, the legislation explains that the grounds on which an application may be made to the Court are;

- a) that my decision is not within the powers of the Act (i.e. that I have exceeded the powers available under the Act); and
- b) that any of the relevant requirements set out in the Act have not been complied with and that your interest has been substantially prejudiced by the failure to comply.

6.2 The 'relevant requirements' mentioned above are defined in Section 73(5) of the 2023 Act and it is advisable to seek legal advice before taking any action.

6.3 Should you have any queries please do not hesitate to contact me.

6.4 Finally, please note that your personal data is managed in compliance with the [General Data Protection Regulations](#).

Yours sincerely,

Denise Harris  
Historic Environment Branch  
under authority of Jack Sargeant MS – Minister for Culture, Skills and Social Partnership

**ANCIENT MONUMENTS AND ARCHAEOLOGICAL AREAS ACT 1979  
APPLICATION FOR SCHEDULED MONUMENT CONSENT  
ST DAVIDS BISHOP'S PALACE (PE006)**

**INSPECTOR'S ADVICE**

**1. Policy Context**

- 1.1 An application for scheduled monument consent (SMC) is considered on its own merits in accordance with *Conservation Principles for the Sustainable Management of the Historic Environment in Wales* (Conservation Principles) and Annex A of *Technical Advice Note 24: The Historic Environment* (TAN 24). In particular, TAN 24 explains that the main purpose of scheduling is to ensure the preservation of ancient monuments and, when considering an application for SMC, there is a presumption against proposals which would involve significant alteration or cause damage, or which would have a significant impact on the setting of remains. Therefore, applicants are expected to demonstrate that no practicable alternative route or location, avoiding the scheduled area, exists and that the need to undertake works outweighs the presumption in favour of the protection of the scheduled monument.
- 1.2 The Welsh Government's six principles for sustainable management of the historic environment in Wales are also used as a guide when considering applications for scheduled monument consent. These are:
- Historic assets will be managed to sustain their values.
  - Understanding the significance of historic assets is vital.
  - The historic environment is a shared resource.
  - Everyone will be able to participate in sustaining the historic environment.
  - Decisions about change must be reasonable, transparent and consistent.
  - Documenting and learning from decisions is essential.

**2. St Davids Bishop's Palace**

- 2.1 The following provides a general description of the Scheduled Ancient Monument.

The monument consists of the remains of a palace and gardens, a residence of the Bishop's of St David's during the medieval period. It comprises a series of buildings which owe most of their current form to the work of Bishop Henry de Gower (1328-47). They are ranged around three sides of a courtyard, enclosed on its fourth side by a restored stone wall with the extensive remains of terraced gardens to north and west. The site is entered by a simple three-storey gatehouse, of late 13th century, linked to the remains of a wall enclosing the Bishop's Palace precinct that runs to the south east.

The east range has at its centre the first floor Bishop's Hall which including in its undercroft and south wall some parts of earlier building. The hall is thought to be early work of Bishop Gower and is surmounted by a distinctive arcaded and crenelated parapet with carved animal and human head corbels and a chequerboard of purple, white and yellow stones as an external decoration. It was extended by addition of the Bishop's Solar and the range completed near the end of Bishop Gower's reign by the addition of a vaulted kitchen at its south end. At the same time a new window and fireplace were put into the hall and a Bishop's Chapel built between the gatehouse and the solar. After Bishop Gower's death an East Range including latrines was added to the south of the solar. An intermediate floor was added into the solar later perhaps in the late 15th century.

The south range is dominated by Bishop Gower's Great Hall raised over a line of earlier undercrofts. It is entered through a porch, slightly later than the main construction which has an ornate ogee arch with highly carved surrounds and finials and is flanked by decayed statues in niches and a window to the right. The passage to the kitchen was originally reached by a door into this porch, though this was later moved to enter the hall, the passage also links the Great Hall to the Bishop's Hall with a semi octagonal door to a new porch. The Great Hall's main door leads into a screens passage obscuring the door to the kitchen passage which must have had a low wooden screen so as not to obscure a fine sixteen spoke rose or wheel window mounted within a finely carved Caerbwdy stone surround set within the wall above. The hall itself is lit by three tall windows overlooking the courtyard and one to the south. Towards its northern end is the base of a partition wall behind the dias of the hall, to separate off a more private chamber. This is served by an added latrine block to the south. A fragment of an earlier hall largely demolished by Bishop Gower survives between this room and a Great Chapel built on to the hall to the north.

The Great Chapel has masonry indicating origins as early as the late twelfth century but the undercroft and the two windows on the north side and one on the south side of the chapel are contemporary with the undercroft of the Great Hall, perhaps early fourteenth century in date. Bishop Gower is known to have rebuilt the east end of the chapel adding distinctive windows flanked by niches and to have inserted a new west wall carrying a broached spirelet. The work was probably contemporary with the construction of the Bishop's Hall of the east range. Both the Great Hall and the Chapel are surmounted by Bishop Gower's distinctive parapet design though there are significant variations in construction along its length.

The west range contains early fabric, perhaps late twelfth or early thirteen century in date within the shell of a long, narrow rectangular building that perhaps included a ground floor hall entered by a porch on its east side. Undercrofts, windows and fireplaces were inserted during the later phases of construction of Bishop Gower's reign to convert this range into lodgings. The present north wall appears to be largely constructed since the early 19th century.



Beyond the palace buildings in remainder of the western quadrant of the cathedral close were the Palace's gardens and orchards bounded on two sides by the Close Wall, by the River Alun and the lane to Porth Gwyn. They consist of a series of terraces and were perhaps at their most fully developed in Bishop Gower's reign. The lowest terrace is adjacent to the River Alun and contains a sub rectangular hollow, roughly parallel and near the Close Wall which is c. 27m long and up to 5m wide. Variations in the Close Wall along this length imply that buildings may have been incorporated within it. The terrace is bounded on its north side by a collapsed drystone wall, revetting a steep slope to the second terrace. This has three slight ridges or steps running its full length and rises steeply to a top terrace perhaps c. 4-5m wide below a steep artificial slope rising again to the line of the northern side of the Close Wall. The Bishop's pigeon house lies within the corner of this wall. A three bay building formerly extending west of the west range was at least partially extant in 1720; the stubs of the walls are still visible in this area. The former gateway into the area also shows as two upright boulders in the boundary wall.

The monument is of national importance for its potential to enhance our knowledge of high status settlement, the use of gardens and medieval ecclesiastical organisation. It retains significant archaeological potential, with a strong probability of the presence of associated archaeological features and deposits. The structure itself may be expected to contain archaeological information concerning chronology and building techniques.

The scheduled area comprises the remains described and areas around them within which related evidence may be expected to survive.

- 2.2 This application relates to the land boundary running from the northern corner of the West range, at a distance c. 2m to the NW of the West Range and continuing in a SW direction to the NW of the Great Chapel and Great Chamber, terminating at the NW end of the wall leading NW from the latrine block of the Great Chamber.
- 2.3 The most recent Cadw Inspector visit to this part of the monument was undertaken by IAM Louise Mees, accompanied by applicant Nathan Wilcox, Cadw Properties in Care, on 24 January 2024. A replacement fence is proposed to prevent unauthorised access. The condition of the existing fence is dilapidated. The line of the proposed fence was inspected and potential impacts on the monument considered.
- 2.4 It should be noted that the proposed work does not address the risk of potential unauthorised access over the masonry at the northern tip of the west range. Cadw's Properties in Care team propose to review this area and submit a separate SMC if additional work is required.
- 2.5 The heritage values of the castle are summarised below:  
Evidential Value:  
Medieval and post-medieval buildings dating from 1181 and potential physical remains from early medieval period. West Range likely early 13<sup>th</sup> century initial construction and modified during 14<sup>th</sup> century de Gower phase. Part of complex



within Cathedral Close, including Cathedral, Close Walls and Gateways, dwellings and seats of learning. Gardens immediately NW of West Range appear to be banked against the NW Wall.

No known buildings are located within the area of the proposed boundary fence, which is located within the garden of the Bishop's Palace in ground which appears to be banked up against the West Range and adjacent wall to the north of the Great Hall and Great Chamber. The 1842 Tithe Map and first edition OS maps show land boundaries along the existing boundary, which may have been hedges or built from stone. Low remnants of a stone boundary survive running downslope to meet the land boundary subject to this application at its midpoint. The Lord Plan of 1720, 1806 Carter plan and 1842 Tithe Map show a cottage located within the northern 15m of fencing.

Historic Value:

Demonstrates strong association between St David, the Patron St of Wales, the development of Christianity throughout Wales, the heads of the Church in Wales, wealth of the Church, pilgrimage, and relations with Canterbury.

Aesthetic Value:

Visual remains of vast, impressive, and classic Bishop's Palace. Well-preserved features demonstrating design and craftsmanship instigated by powerful Bishops of St Davids.

Communal Value:

St David, Patron Saint of Wales, development of Christianity within Wales, and long history of Bishops of St Davids. Hugely popular visitor attraction. Guardianship monument maintained and presented to the public by Cadw.

### **3. The Application**

- 3.1 This application for scheduled monument consent is to replace a dilapidated existing fence and involves (i) removing an existing post and wire fence, and (ii) installation of new security fencing to a height of 6ft and 5ft with two gates in receiver pits, of dimensions 600mm depth x 300mm width x 300mm length, reusing existing post holes where possible, and backfilling post holes with excavated material.
- 3.2 The applicant has submitted information including plans, photographs of existing, examples of mesh and palisade fencing considered, a preferred option for estate style fencing and gate, and a Heritage Impact Statement.

### **4. Assessment**

- 4.1 Existing post and wire boundary fencing is dilapidated or missing and requires replacement to prevent ongoing issues caused by unauthorised access to the Bishop's Palace. Security fencing is needed to prevent harm to unauthorised visitors, staff, and bona fide visitors to the monument, and to prevent damage to nationally important scheduled buildings and archaeological remains.
- 4.2 I agree with the conclusions of the assessment that the potential impact of the development on physical remains of St Davids Bishop's Palace will be none for the larger part of the fence line and that this changes to moderate at the northern 15m of the fence line in the location of the former cottage.



- 4.2 The existing metal fence posts were knocked into the ground. Test removal in 2022 demonstrated that the posts can be removed with minimal impact: resultant pits measured 550mm depth x 250mm width x 250mm length, with no stone fragments exposed. Removing the remainder of the posts has potential to harm nationally important archaeological remains. A watching brief and stop clause will ensure that archaeological features exposed are recorded, reported, and protected (historic value).
- 4.3 Excavation of receiver pits to enable installation of the new fence has potential to harm nationally important archaeological remains. I agree with the HIA submitted to accompany this application, which concludes that the direct impact of installing fencing will be none to moderate, the latter only being relevant to the northern 15m of fencing around the former cottage. The proposed development also has potential to impact on the southern end of the field boundary meeting the fence line at its mid-point. A watching brief and stop clause will ensure that archaeological features exposed are recorded, reported, and protected (historic value), thus reducing potential impacts to Low. Installation of the new gate, fixed to fence posts and located beyond the northern 15m of fencing, is unlikely to have a negative impact on physical remains. The gate will enable access to maintain the monument and evidential values.
- 4.4 Installation of the new fence and gate has potential to cause impacts to the appearance and setting (aesthetic values) of the scheduled monument. The Heritage Impact Assessment also assessed potential impacts of the proposed development on aesthetic values of designated and undesignated heritage assets.
- 4.5 I agree with the conclusions of the assessment that the potential impact of the development on the setting and significance of St Davids Bishop's Palace will be Severe. In response to this assessment, the proposed fencing has been reconsidered by the applicant, including using an estate style fence successfully installed at Caerleon (Cadw guardianship monument), considering a finish of Mouses Back Barrow and Ball paint, and proposing a height of 5ft to be installed adjacent to the West Range. These changes reduce the potential impact on aesthetic values to the monument, particularly by reducing interruptions to views of the Bishop's Palace from the north and northwest and reducing visibility of the fence from within the courtyard of the Bishop's Palace, resulting in a potential impact of Moderate. This impact is outweighed by preventing harm to unauthorised visitors, staff, and bona fide visitors to the monument, and preventing damage to nationally important scheduled buildings and archaeological remains (communal, evidential, and aesthetic values).
- 4.6 Access to the monument will be impeded from the northwest side of the monument. Access from this side is unauthorised and dangerous and this negative impact is outweighed by preventing harm to unauthorised visitors, staff, and bona fide visitors to the monument, and preventing damage to nationally important scheduled buildings and archaeological remains (communal, evidential and aesthetic values).



- 4.7 The overall negative impacts of the new fencing on evidential and aesthetic values are outweighed by preventing harm to unauthorised visitors, staff, and bona fide visitors to the monument, and preventing damage to nationally important scheduled buildings and archaeological remains (communal, evidential, historic and aesthetic values).

## **5. Recommendation**

- 5.1 I recommend that scheduled monument consent is granted, subject to the following conditions:

## **6. Proposed Conditions**

- 6.1 The applicant shall provide Cadw's Historic Environment Branch (HEB) with reasonable advance notice of commencement of works on site and will afford access at all reasonable times to any Cadw HEB official or archaeologist nominated by Cadw HEB to monitor progress of the works.
- 6.2 The approved works shall be carried out strictly in accordance with the application form, plans and documents as listed below. No variations are permitted unless they have been authorised in advance in writing by Cadw.

<b>Number</b>	<b>Document / plan</b>	<b>Reference Number (if applicable)</b>	<b>Date</b>
1	SMC application form signed by Mr Nathan Wilcox and dated 11/03/2024		11/03/2024
2	Image - Current fence to Northern Boundary - 239817012_13881412_3235915		11/03/2024
3	Image - 239817012_13881412_3235931 - Estate style fence - IMG.6571.JPG preferred option		11/03/2024
4	Mesh fencing - 239817012_13881412_3235912 - Unsuitable option		11/03/2024
5	Proposed fence line - 239817012_13881412_3235857 - plan		11/03/2024
6	Additional information re return and colour		04/09/2024
7	Proposed fence line – images and plan		12/09/2024



6.3 The approved works shall be carried out strictly in accordance with a 'Method Statement' to be submitted in advance and formally approved in writing by Cadw HE before work commences. The 'Method Statement' shall be adhered to throughout the project and any variations shall be approved by Cadw prior to works commencing.

6.4 The Method Statement shall provide for:

	<b>INFORMATION REQUIRED</b>	<b>Date when information required</b>
1	Removal of existing fence and vegetation, including details for protection of ground surface, ingress and egress of materials, vehicles (if required) and removal of all old materials / brash from scheduled area.	Before work commences.
2	Installation of new fence, including details for protection of ground surface and ingress and egress of materials, vehicles (if required).	Before work commences.

6.5 No works, including site clearance, shall commence until Cadw HEB has been informed in writing of the name of an appropriately qualified archaeologist operating to ClfA published standards and guidance<sup>4</sup> who is to be present to undertake a watching brief for any works or operation occurring within the scheduled area. No work shall commence until Cadw HEB has confirmed in writing that the proposed archaeologist is acceptable.

6.6 A digital copy of the draft watching brief report shall be submitted to Cadw HEB for approval within 8 weeks of the archaeological fieldwork being completed<sup>5</sup>.

6.7 A digital copy of the approved watching brief report shall be submitted to the regional Historic Environment Record and National Monuments Record of Wales to be incorporated into these public records<sup>6</sup>, and the applicant shall inform Cadw HEB when this has been completed.

6.8 Cadw's Properties in Care team shall ensure that all contractors working on site are provided with toolbox talks to include hard copies of the scheduled area map, the final letter of consent and conditions to ensure that they are aware of the status and extent of the scheduled monument.

6.9 Cadw's HEB shall be invited to attend a site meeting within the first 5 working days of commencement of the project to review the programme, submitted

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<sup>4</sup> Chartered Institute for Archaeologists <https://www.archaeologists.net/codes/cifa> .

<sup>5</sup> Cadw will retain a copy of the watching brief report for our records.

<sup>6</sup> Cadw requires formal confirmation of report deposit to discharge condition.



method statement, final colour choice for the fence, and arrangements that have been established for archaeological mitigation/building recording.

- 6.10 That upon completion of the project the applicant will produce a completion report including an annotated photographic record detailing the site before, during and after works took place and including final versions of plans as built. The draft should be sent to Cadw HEB in digital format for approval within 25 working days of the works being completed.
- 6.11 Any historic or archaeological features not previously identified which are revealed when carrying out the works shall be retained *in situ* and reported to Cadw HEB within two working days. Works shall be halted in the area/part of the site affected until provision has been made for retention and/or recording of the feature by a suitably qualified archaeologist in accordance with details submitted to and approved in writing in advance by Cadw HEB.

Name of Inspector: Louise Mees

Date: 12/09/2024

**COMPLETION NOTICE****Name of Monument: ST DAVIDS BISHOP'S PALACE****Monument Number: PE006**

<b>Conditions</b>	<b>Date</b>	<b>Signature</b>
Start of works		
The approved works shall be carried out strictly in accordance with the application form, plans and documents as listed.		
The approved works shall be carried out strictly in accordance with a 'Method Statement' to be submitted in advance and formally approved in writing by Cadw HE before work commences.		
No works, including site clearance, shall commence until Cadw HEB has been informed in writing of the name of an appropriately qualified archaeologist operating to ClfA published standards and guidance.		
A digital copy of the draft watching brief report shall be submitted to Cadw HEB for approval within 8 weeks of the archaeological fieldwork being completed.		
A digital copy of the approved watching brief report shall be submitted to the regional HER and NMR of Wales, the applicant shall inform Cadw HEB when this has been completed		
Cadw's PiC team to ensure all contractors are provided with toolbox talks to include hard copies of the SM map, the final letter of consent and conditions to ensure that they are aware of the status and extent of the SM.		



Cadw's HEB shall be invited to attend a site meeting within the first 5 working days of commencement of the project		
Upon completion of the project the applicant will produce a completion report, The draft should be sent to Cadw HEB in digital format for approval within 25 working days of completion.		
Any historic or archaeological features not previously identified which are revealed when carrying out the works shall be retained in situ and reported to Cadw HEB within two working days.		

Applicant Name:

Signature:

When all work has been completed and the conditions have been discharged, please complete and return this completion notice to Cadw at [scheduledmonuments@gov.wales](mailto:scheduledmonuments@gov.wales)

