

Steffan Baker  
Asbri Planning Ltd

Sent by email

Eich cyfeirnod  
Your reference

Ein cyfeirnod  
Our reference

Dyddiad  
Date

Llinell uniongyrchol  
Direct line

Ebost  
Email:

PE366

28 April 2022

0300 0256004

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

Dear Steffan Baker,

## **ANCIENT MONUMENTS AND ARCHAEOLOGICAL AREAS ACT 1979 APPLICATION FOR SCHEDULED MONUMENT CONSENT**

### **HAVERFORDWEST CASTLE (PE366)**

#### **1. Introduction**

1.1 Thank you for your application on behalf of Dr Steven Jones, Pembrokeshire County Council, to Cadw for scheduled monument consent for works at the above scheduled monument.

The application for scheduled monument consent involves:

- (i) erection of temporary scaffold
- (ii) temporary removal of west gate piers,
- (iii) establishment of main site compound, and material storage and mixing area,
- (iv) erection of tower crane
- (v) removal of vegetation and inspection of masonry of Inner Ward walls, and
- (vi) various masonry conservation repairs.

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 ancient monuments 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

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- (iii) establishment of main site compound, and material storage and mixing area,
- (iv) erection of tower crane
- (v) removal of vegetation and inspection of masonry of Inner Ward walls, and
- (vi) various masonry conservation repairs.

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 Wellbeing of Future Generations Act. 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. Proposed Conditions**

4.1. The following proposed 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 with reasonable advance notice of commencement of works on site and will afford access at all reasonable times to any Cadw official or archaeologist nominated by Cadw 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 Richard Bowen, ASBRI Planning on behalf of Pembrokeshire County Council and dated 2022		17/03/2022
2	Heritage Impact Assessment by Davies Sutton Architects		16/02/2022
3	Specification of Works by Davies Sutton Architects		Jan 2022
4	Scaffold Design Guide by Davies Sutton Architects		Feb 2022
5	Suite of design drawings by Davies Sutton Architects	4010P	Various
6	Structural Report by Roger Casey Associates	20730	Feb 2022

- 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 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:

	INFORMATION REQUIRED	Date when information required
1	<p>Details of erection, fixing and removal of access scaffold.</p> <p>WSI for evaluation of any ground disturbance necessary for scaffold foundations.</p> <p>Reinstatement method statement, including how locations of foundation and fixing holes will be recorded and how they will be infilled.</p>	Before work commences.
2	Detailed method statement for the recording, labelling, dismantling, transportation, storage and rebuilding of the gate piers, and stabilisation of the exposed wall terminals.	Before work commences.

3	Arrangements for crane installation and movement to minimise archaeological damage from a) excavation of foundation and (as part of WSI) b) accidental strike against standing fabric.	Before work commences.
4	Detailed method statement showing how the existing ground surfaces beneath the proposed main site compound and materials storage and mixing areas will be protected and reinstated.	Before work commences.
5	Details of method statement for vegetation removal, mortar sampling and any invasive structural investigation.	Following scaffold erection and before work commences.
6	Finalised design drawings detailing each proposed intervention, and updated Specification of Works.	Following scaffold erection and vegetation removal, and before work commences.
7	Arrangements for secure storage of loose architectural pieces and archaeological finds.	Before work commences.
8	Details of new materials to be used including samples of replacement stone.	Before work commences.
9	Lime mortar specification and preparation of a sample patch for inspection.	To be submitted following evaluation of existing mortar.

- e. No works, including site clearance, shall commence until Cadw 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 the required archaeological watching brief and evaluation, and historic building recording for any works or operation occurring within the scheduled area. No work shall commence until Cadw has confirmed in writing that the proposed archaeologist, and their written scheme of investigation is acceptable. The WSI should cover the scaffold, crane foundation, gate piers, all areas of stone dismantling and historic building recording.
- f. A digital copy of the draft watching brief report shall be submitted to Cadw for approval within eight 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

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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.

Record of Wales to be incorporated into these public records<sup>3</sup>, and the applicant shall inform Cadw when this has been completed.

- h. Cadw's Inspector of Ancient Monuments 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 statements and arrangements that have been established for archaeological mitigation/building recording.
- i. 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 and elevations as built. The draft should be sent to Cadw in digital format for approval within 25 working days of the works being completed.
- j. 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 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.

## 5. Compliance

5.1. Where a condition requires approval or any contact with Cadw you are advised to contact Dr Jonathan Berry 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** to Cadw. Section 2(6) of the 1979 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 4 of the 1979 Act, if no works to which this consent relates are executed or 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 2 of the Ancient Monuments and Archaeological Areas Act 1979. It is the responsibility of the applicant to obtain any such approval or consent where necessary.

## 6. Mechanism for Challenge

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

- 6.1 Section 55 of the 1979 Act explains 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 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.

The 'relevant requirements' mentioned above are defined in Section 55 of the 1979 Act and it is advisable to seek legal advice before taking any action.

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

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

Yours sincerely,

Denise Harris  
Casework Manager  
under authority of the Deputy Minister for Culture, Sport and Tourism, one of the Welsh Ministers

Annex A

**ANCIENT MONUMENTS AND ARCHAEOLOGICAL AREAS ACT 1979  
APPLICATION FOR SCHEDULED MONUMENT CONSENT  
HAVERFORDWEST CASTLE (PE366)**

**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. Haverfordwest Castle (PE366)**

- 2.1 The following provides a general description of the Scheduled Monument: 'The monument consists of the remains of a castle, dating to the medieval period. It stands at the end of ridge falling steeply on all but the western side that overlooks the western Cleddau and tidal reaches at the lowest fordable location. The castle was founded sometime between 1108 and 1124 by Tancred an immigrant Fleming as part of the encouraged settlement of the cantref of Rhos at this time and is first recorded when held by his son Richard Fitz Tancred in 1188, at the time of Gerald of Wales visit in the retinue of Archbishop Baldwin. At this stage the castle will have been a mostly earth and timber construction though with a masonry keep part of which still survives.

Richard's heir Robert was removed from the castle in 1210 by King John who in 1215 granted it to William Marshall, Earl of Pembroke. An attack on Haverfordwest in 1220 by Llywelyn the Great burnt the town but failed to breach the castle and it is likely by this time it had been rebuilt in stone. The castle passed to the de Bohun family in the mid thirteen century and in 1289 was exchanged with Queen Eleanor. In the short period before her death in 1290 the queen spent large sums on the castle and much of the existing masonry which is late 13th century in style can be ascribed to this building program. In the 14th century the castle was held by a series of owners including Edward the Black prince (from 1359 to 1367) and was repaired in the hands of the Crown in 1381-1385. It repulsed an attack during the Glyndwr rebellion in 1405. By the 16th century it was derelict but hastily refortified during the Civil War, lost to Parliamentary forces in 1644, later recaptured and held for a year before surrendered after the battle of Colby Moor, not far to the west in 1645 after the route of a Royalist army on the march. In 1648 it was ordered to be slighted.

The castle is divided into two wards, the inner ward has round towers on the north-west and south-west corners, while the south-east corner has a square tower with an additional projecting turret. The north-east corner being defended by the rectangular keep which survives as footings incorporating some early arrow loops. The ward was entered to the west by a gatehouse in a location now occupied by an 18th century building dating to the later use of the castle as a prison. The remains of a spacious hall with large windows lie on the south side. Private apartments formed part of an east range where later conversion to a prison has blocked windows and seen much of the masonry refaced. The south-west and south-east towers have three storeys, the latter will have incorporated the chapel and at the base is a postern gate. The northwest tower preserves a wall walk carried on a row of corbels on its east side, much of the exterior masonry was refaced in the later conversion. The interior of outer ward provided a site for a new prison in 1820 and has seen redevelopment to modern times. Little remains of the medieval defences though the curtain wall survives in a much rebuilt form along most of the north side with one small semi-circular turret and one square tower further east. The outer gatehouse of which no trace remains is likely to have been on the west; removal of both outer and inner gatehouses may have begun as a result of the Civil War slighting, completed by the stone robbing and development of later centuries. The monument is of national importance for its potential to enhance our knowledge of medieval defensive and domestic practices. The monument is well-preserved and an important relic of the medieval landscape. It retains significant archaeological potential, with a strong probability of the presence of both structural evidence and intact associated deposits.'

### **3. The Application**

- 3.1 This application for scheduled monument consent involves (i) erection of temporary scaffold, (ii) temporary removal of west gate piers, (iii) establishment of main site compound, and material storage and mixing area, (iv) erection of tower crane, (v) removal of vegetation and inspection of masonry of Inner Ward walls, and (vi) various masonry conservation repairs.



## **4. Assessment**

- 4.1 Pembrokeshire County Council successfully bid for UK Government Levelling Up funds and proposes to embark on a major multi-million pound scheme to conserve Haverfordwest Castle and restore its use as a central multi-purpose hub within the town. This application involves a major scheme of investigation and conservation works to the principal Inner Ward walls comprising of multiple elements. Each proposed element is discussed below. Cadw anticipates receiving additional SMC applications for other elements of the scheme, still in development, in due course. These include a) provision of formalised pedestrian access around the east and south bases of the curtain wall, b) works associated with the improvements to the Gaol, and c) structures within the Inner Ward.
- 4.2 The first element of works comprises the erection of a temporary scaffold. The applicant provided a scaffold design guide setting out the principles to which the scaffold should conform. The specific scaffold design has not yet been produced. Cadw will need to approve the final design prior to the erection commencing. It is understood that the scaffold will be as free standing as possible, but with mechanical ties through openings and to the masonry joints. In addition, it is thought that the excavation will be required to provide suitable support for the bearings of the scaffold bases. The scaffold must be designed to minimise the degree of ground disturbance, and ties to walls must take account of the joint width and avoid damage to arrises. Cadw will need to see and approve a written scheme of investigation for archaeological evaluation of the scaffold foundations prior to the scaffold being erected. Cadw will also need to approve a method statement for the reinstatement of any ground disturbance relating to the scaffold. The applicant will need to provide a detailed 'as built' record of the location and dimensions of every foundation hole and wall fixing, so that the impact of this element of the scheme can be understood in the future. This record will form part of the Cadw Completion Report (see proposed condition 6.9 below). The use of a scaffold is acceptable in principle, subject to agreement of its design through a condition associated with this consent.
- 4.3 The second element of works comprises the removal of the west gate piers to allow plant access. The gate piers were rebuilt and the existing gates hung during the 1960s, and are not original medieval fabric. The dismantling and rebuilding at this location is on the edge of the scheduled area and requires formal consent. The applicant will need to provide Cadw with a method statement for the recording, labelling, dismantling, transportation, storage and rebuilding of the gate piers to ensure that a like for like rebuild in terms of both appearance and dimensions is attained. The applicant also needs to demonstrate how the wall terminals will be secured and stabilised following the removal of the gate piers. The proposal to dismantle and rebuild the gate piers is acceptable in principle, subject to agreement of the method statement through a condition associated with this consent.

- 4.4 The third element of works comprises the establishment of the main site compound, and material and mixing area. The main site compound will be established in the Outer Ward on the castle existing car park. It is not envisaged that any activities will require ground disturbance. A variation of this consent and an archaeological written scheme of investigation will be required if any ground disturbance is required, for example for services. The materials storage and mixing area would be established within the Inner Ward. The applicant needs to provide Cadw with a method statement showing how the existing ground surface will be protected and reinstated following decommissioning of this operation. This proposal is acceptable subject to receipt of an acceptable method statement.
- 4.5 The fourth element of works comprises the erection of a small trailer-based, spider-founded tower crane. The crane would be located at the entrance between the Inner and Outer Wards. The applicant's HIA states that a 4m<sup>2</sup> area would need to be de-turfed and excavated to a depth of 200-300mm. The temporary foundation will comprise geotextile membrane, crushed hardcore and plyboard. This excavation for this foundation will need to be monitored archaeologically, and the details should form part of the nominated archaeological contractor's written scheme of investigation for archaeological evaluation. The location of the tower crane will need to be reconsidered should any archaeological remains be exposed above the required formation level. In addition, the use of the tower crane within the Inner Ward risks accidental strikes of boom/jib/lifting gear/load against the standing medieval fabric. The applicant must submit a detailed method statement for the operation of the crane showing how the crane will be operated safely within the confines of the Inner Ward and how accidental strikes will be prevented. This element is acceptable subject to receipt of a satisfactory method statement and suitable archaeological recording.
- 4.6 The fifth element of works comprises the removal of vegetation and the inspection of masonry to inform the detail of the conservation works. The external walls are heavily overgrown with ivy and other vegetation. This obscures the architectural detail and makes it hard to identify areas of repair. The ivy is known to be deeply rooted into the masonry joints, and masonry dismantling will be required to address some of the deeper roots. Elsewhere shrubs and saplings are known to be rooting into the historic masonry. The applicant needs to provide a detailed method statement regarding how the vegetation will be removed without causing damage to the historic fabric, in particular how to address the deeper-rooted vegetation. The inspection of the masonry will include sampling the historic mortar at a number of locations to inform the modern mortar specification and may include a requirement for selective dismantling of masonry in order to investigate significant structural problems. The proposed vegetation removal and investigation is acceptable, subject to receipt of adequate method statements, as they are necessary to inform the wider conservation programme.
- 4.7 The sixth element of the scheme comprises the conservation works required to bring the monument into sound condition. At this stage the exact nature of the works is not known. Inspection from the ground and from a drone suggests that

the required conservation works include but are not limited to removal of invasive vegetation root systems, cutting out mortar joints, repointing, deep pointing, dismantling of masonry and rebuilding, blocking of putlog holes, structural repairs including pinning, stitching and galletting, wall head repair and capping, consolidation of wall walks, lintel repairs, grouting, replacement facing stone, and repairs to dressed stone. Roger Casey Associates has reported broadly on the anticipated structural repairs. Davies Sutton Architects prepared an indicative Specification of Works, which will be updated following access and finger-tip investigation and assessment. The proposed conservation interventions at this point appear to be routine. The applicant will need to submit finalised proposals as detailed design drawings showing the proposed works and an updated Specification of Works once the scaffold has been erected, vegetation removed and the full scope of the conservation works defined. Although the details are not yet known, the principles of proposed conservation are acceptable and the detail will be established and agreed in due course.

- 4.8 This will be a major conservation scheme, with potential for significant invasive disturbance to extensive areas of historic fabric. A scheme of Historic Building Recording will be required prior to the works being commenced, so that an accurate record of the monument in its current state can be made. This will need to occur once the scaffold is erected and the vegetation removed, and before any inspection or conservation works commence. In addition, the applicant will need to arrange for appropriate archaeological watching brief for those masonry areas that require dismantling, as new archaeological or architectural evidence may be revealed. The applicant has not addressed these issues in their application. Their archaeological consultant will need to prepare an appropriate written scheme of investigation for the historic building recording, taking care to ensure that the proposed level and methods of recording are proportionate to the proposed interventions. The appointed archaeological contractor should discuss their proposals with Cadw's Inspector of Ancient Monuments prior to the WSI being drafted. The written scheme of investigation will need to be approved by Cadw prior to the works commencing.

## **5. Recommendation**

- 5.1 I recommend that this outline application for scheduled monument consent is approved subject to the proposed conditions in section six below. Much of the detail of this scheme can only be ascertained once the scaffold has been erected and the vegetation removed. Similarly, the degree of historic building recording can only be ascertained once the scaffold has been erected and the invasive vegetation removed. As such, the detail of the conservation works (location, extent, repair method etc.) and historic building recording will be agreed through conditions relating to this consent. I visited the monument and inspected the fabric from the ground. The content of the application appears to be appropriate and proportionate to our understanding of the issues at this time. I confirm that the proposals as detailed will not involve any significant alteration or cause damage to the scheduled monument, nor have a significant impact on the setting of the remains. The proposals as detailed will not harm the monument's heritage values, as expressed in Dyfed Archaeological Trust's

statement of significance. I read the applicant's heritage impact assessment. It has been written without knowing the specific issues available through finger-tip inspection. The findings and recommendations are broad brush and will be refined in due course. There is insufficient knowledge to agree with the findings at this stage.

## 6. Proposed Conditions

- 6.1 The applicant shall provide Cadw with reasonable advance notice of commencement of works on site and will afford access at all reasonable times to any Cadw official or archaeologist nominated by Cadw 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.

Number	Document / plan	Reference Number (if applicable)	Date
1	SMC application form signed by Richard Bowen, ASBRI Planning on behalf of Pembrokeshire County Council and dated 2022		17/03/2022
2	Heritage Impact Assessment by Davies Sutton Architects		16/02/2022
3	Specification of Works by Davies Sutton Architects		Jan 2022
4	Scaffold Design Guide by Davies Sutton Architects		Feb 2022
5	Suite of design drawings by Davies Sutton Architects	4010P	Various
6	Structural Report by Roger Casey Associates	20730	Feb 2022

- 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 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:

	INFORMATION REQUIRED	Date when information required
1	Details of erection, fixing and removal of access scaffold.	Before work commences.

	WSI for evaluation of any ground disturbance necessary for scaffold foundations.  Reinstatement method statement, including how locations of foundation and fixing holes will be recorded and how they will be infilled.	
2	Detailed method statement for the recording, labelling, dismantling, transportation, storage and rebuilding of the gate piers, and stabilisation of the exposed wall terminals.	Before work commences.
3	Arrangements for crane installation and movement to minimise archaeological damage from a) excavation of foundation and (as part of WSI) b) accidental strike against standing fabric.	Before work commences.
4	Detailed method statement showing how the existing ground surfaces beneath the proposed main site compound and materials storage and mixing areas will be protected and reinstated.	Before work commences.
5	Details of method statement for vegetation removal, mortar sampling and any invasive structural investigation.	Following scaffold erection and before work commences.
6	Finalised design drawings detailing each proposed intervention, and updated Specification of Works.	Following scaffold erection and vegetation removal, and before work commences.
7	Arrangements for secure storage of loose architectural pieces and archaeological finds.	Before work commences.
8	Details of new materials to be used including samples of replacement stone.	Before work commences.
9	Lime mortar specification and preparation of a sample patch for inspection.	To be submitted following evaluation of existing mortar.

6.5 No works, including site clearance, shall commence until Cadw 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 the required archaeological watching brief and evaluation, and historic building recording for any works or operation occurring within the scheduled area. No work shall commence until Cadw has confirmed in writing that the proposed archaeologist, and their written scheme of investigation is

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

acceptable. The WSI should cover the scaffold, crane foundation, gate piers, all areas of stone dismantling and historic building recording.

- 6.6 A digital copy of the draft watching brief report shall be submitted to Cadw for approval within eight 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 when this has been completed.
- 6.8 Cadw's Inspector of Ancient Monuments 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 statements and arrangements that have been established for archaeological mitigation/building recording.
- 6.9 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 and elevations as built. The draft should be sent to Cadw in digital format for approval within 25 working days of the works being completed.
- 6.10 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 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.

**Name of Inspector: Dr Jonathan Berry**

**Date: 21<sup>st</sup> April, 2022**

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<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.

**COMPLETION NOTICE****Name of Monument: HAVERFORDWEST CASTLE****Monument Number: PE366**

<b>Conditions</b>	<b>Date</b>	<b>Signature</b>
Completion of works on site		
A digital copy of the draft watching brief report shall be submitted to Cadw for approval within eight weeks of the archaeological fieldwork being completed.		
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, and the applicant shall inform Cadw when this has been completed.		
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 and elevations as built. The draft should be sent to Cadw in digital format for approval within 25 working days of the works being completed.		

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)