

**ARCHAEOLOGICAL WATCHING BRIEF  
PENALLY LANE PLOT,  
ASHGROVE, ST FLORENCE  
SN0832600983  
Planning application –  
17/0314/PA (Pembrokeshire)**



Report by: Trysor

**For:** Michael Jones

September 2020



**ARCHAEOLOGICAL WATCHING BRIEF  
PENALLY LANE PLOT,  
ASHGROVE, ST FLORENCE  
SN0832600983  
Planning application –  
17/0314/PA (Pembrokeshire)**

By

Jenny Hall, MCIfA & Paul Sambrook, MCIfA  
Trysor

Trysor Project No. 2020/730  
DAT HER Event Record PRN 114885

For: Michael Jones

September 2020

38, New Road  
Gwaun-cae-Gurwen  
Ammanford  
Carmarthenshire  
SA18 1UN  
[www.trysor.net](http://www.trysor.net)  
[enquiries@trysor.net](mailto:enquiries@trysor.net)



**trysor**



*Cover photograph: Looking south-southwest across the plot after the initial strip  
of the current ground surface.*

**ARCHAEOLOGICAL WATCHING BRIEF PENALLY LANE PLOT,  
ASHGROVE, ST FLORENCE, SN0832600983  
Planning application – 17/0314/PA (Pembrokeshire)**

**RHIF YR ADRODDIAD - REPORT NUMBER:** Trysor 2020/730  
**EVENT RECORD HER PRN – DAT** 114885

**DYDDIAD** 7<sup>fed</sup> Mis Medi 2020      **DATE** 7<sup>th</sup> September 2020

Paratowyd yr adroddiad hwn gan bartneriad Trysor. Mae wedi ei gael yn gywir ac yn derbyn ein sêl bendith.

This report was prepared by the Trysor partners. It has been checked and received our approval.

**JENNY HALL MCifA**      *Jenny Hall*

**PAUL SAMBROOK MCifA**      *Paul Sambrook*

***Croesawn unrhyw sylwadau ar gynnwys neu strwythur yr adroddiad hwn.***

***We welcome any comments on the content or structure of this report.***

38, New Road,  
Gwaun-cae-Gurwen  
Ammanford  
Carmarthenshire  
SA18 1UN  
01269 826397

82, Henfaes Road  
Tonna  
Neath  
SA11 3EX  
01639 412708

[www.trysor.net](http://www.trysor.net)

[enquiries@trysor.net](mailto:enquiries@trysor.net)

Trysor is a Registered Organisation with the Chartered Institute for Archaeologists and both partners are Members of the Chartered Institute for Archaeologists, [www.archaeologists.net](http://www.archaeologists.net)

Jenny Hall (BSc Joint Hons., Geology and Archaeology, MCIfA) had 12 years excavation experience, which included undertaking watching briefs prior to becoming the Sites and Monuments Record Manager for a Welsh Archaeological Trust for 10 years. She has been an independent archaeologist since 2004 undertaking a variety of work that includes upland survey, desk-based appraisals and assessments, and watching briefs.

Paul Sambrook (BA Joint Hons., Archaeology and Welsh, MCIfA, PGCE) has extensive experience as a fieldworker in Wales. He was involved with Cadw's pan-Wales Deserted Rural Settlements Project for 7 years. He has been an independent archaeologist since 2004 undertaking a variety of work including upland survey, desk-based appraisals and assessments, and watching briefs.

DAT – Dyfed Archaeological Trust  
HER – Historic Environment Record  
PRN – Primary Record Number in regional HER held by Dyfed Archaeological Trust

## Event Record PRN – DAT HER

PRN	DAT 114885
Name	PENALLY LANE PLOT, ST FLORENCE, WATCHING BRIEF
Type	WATCHING BRIEF
NGR	SN0832600983
Easting	208326
Northing	200983
Summary (English)	In July 2020 Trysor undertook an archaeological watching brief during groundworks for a new dwelling at SN0832600983 in a plot to the south of Ashgrove in St Florence. No significant archaeological features, layers or artefacts were observed. © Trysor 2020
Summary (Cymraeg)	Ym Mis Gorffennaf 2020, cariwyd allan brîff gwylio archaeolegol gan Trysor mewn cysylltiad â safle adeiladu tŷ annedd newydd ger Ashgrove, Sain Fflwrens, Sir Benfro (SN0832600983). Ni ddaethpwyd o hyd i unrhyw olion, haenau nac arteffactau archaeolegol o bwys. © Trysor 2020
Description	In July 2020 Trysor undertook an archaeological watching brief during groundworks for a new dwelling at SN0832600983 in a plot to the south of Ashgrove in St Florence. No significant archaeological features, layers or artefacts were observed. © Trysor 2020
Sources	Trysor, 2020, Archaeological Watching Brief Penally Lane Plot, Ashgrove, St Florence, SN0832600983, Planning application – 17/0314/PA (Pembrokeshire)
Copyright	© Trysor 2020

## CONTENTS

1. Summary	2
2. Copyright	2
3. Introduction	2
4. The Development	3
5. Methodology	5
6. Stratigraphy	5
7. Photographs	6
8. Conclusion	6
9. Archive	6
10. Sources	6
Appendix A: Photographs	8
Appendix B: Written Scheme of Investigation	16
Appendix C: Finds Report by M Locock	42

## **1. Summary**

1.1 In July 2020, Trysor undertook a watching brief during groundworks for a new dwelling in a plot to the rear of Ashgrove in St Florence, Pembrokeshire, SN0832600983 planning application 17/0314/PA (Pembrokeshire).

1.2 No archaeologically significant features, layers or artefacts were observed

## **2. Copyright**

2.1 Trysor holds the copyright of this report and of the paper and digital archive. Further paper copies may be made of this report without gaining permission to reproduce for non-commercial purposes but it must be noted that Figure 2 includes other copyright material and should not be copied.

## **3. Introduction**

3.1 Mr. Michael Jones of 3 The Meads Drive, Hook, Haverfordwest, SA62 4LU commissioned Trysor heritage consultants to write a Written Scheme of Investigation for a programme of archaeological work relating to planning application number: 17/0314/PA (Pembrokeshire) for a single new dwelling on vacant land adjacent and to the south of Ash Grove, St Florence, Pembrokeshire.

3.2 In a letter dated 12<sup>th</sup> July 2017, the Senior Planning Archaeologist at Dyfed Archaeological Trust stated;

*The application is for a new dwelling. Our records indicate that the proposed development site is located within the confines of the medieval settlement of St. Florence and we consider there is potential for buried archaeology to be damaged or destroyed.*  
DAT, 2017

3.3 In granting approval for the application, the Local Planning Authority imposed a condition on the consent; the condition specifies the actions necessary to mitigate the impact of the development on the archaeological resource.

*No development shall take place until the applicant, or their agents or successors in title, has secured agreement for a written scheme of historic environment mitigation which has been submitted by the application and approved by the local planning authority. Thereafter, the programme of work will be fully carried out in accordance with the requirements and standards of the written scheme.*

*Reason: To ensure the recording of any items of archaeological interest to accord with Policy GN.38 of the Local Development Plan for Pembrokeshire (adopted 28 February 2013).*

3.4 Trydor produced a written scheme of investigation for a watching brief, see Appendix B, following CIfA standards and guidance (CIfA, 2014a, b & c). It was approved by the planning authority.

#### **4. The development**

4.1 The development is on vacant land adjacent and south of Ash Grove, St Florence, Pembrokeshire, SA70 8NB at SN0833100984, see Figure 1. It lies on the southeastern side of the village of St Florence.

4.2 The planning permission is for a new dwelling and associated infrastructure, 17/0314/PA (Pembrokeshire).

4.3 The underlying geology is of the sedimentary limestones of the Pembroke Limestone Group formed approximately 329 to 359 million years ago in the Carboniferous Period (BGS, 2020). They were laid down in shallow seas and formed of fragmented carbonate material from organisms like coral and shellfish. The superficial geology is not recorded online on the British Geological Survey map (BGS, 2020).

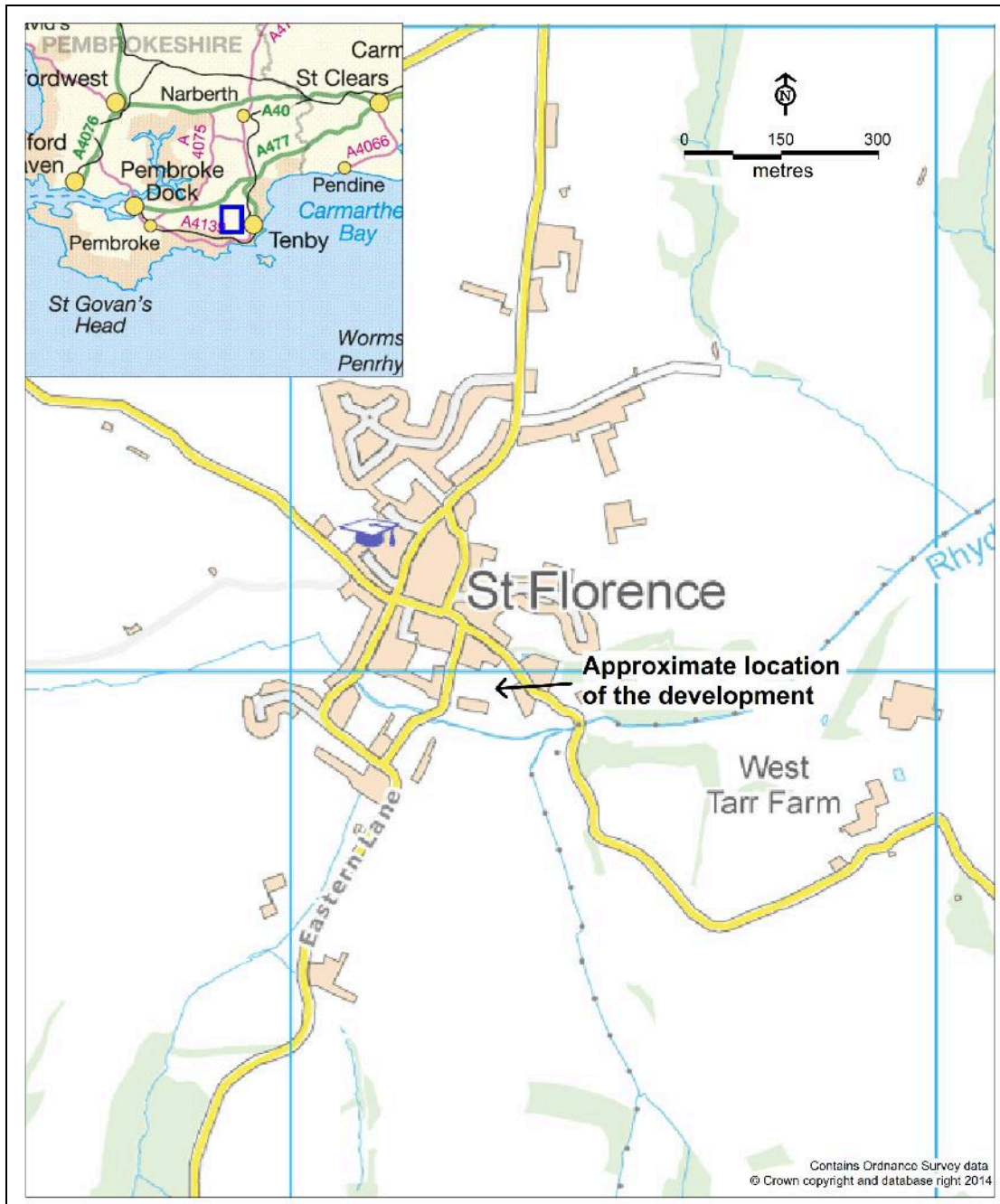


Figure 1: Location of the proposed development.

## 5. Methodology

5.1 On 15th July 2020 Trydor observed the mechanical stripping of the ground at the development site, see Figures 1 and 2 and photographs in Appendix 2.

5.2 The site code used was STF2020. The following number sequences were used to record individual historic assets, contexts and photographs, see Table 1.

Number Sequence	Used For	Numbers Used
001 to 100	Context numbers	001 to 006
101 to 199	Photograph numbers	101 to 150

Table 1: Number sequences used

5.3 The watching brief was carried out in accordance with the Chartered Institute for Archaeologists' *Standard and Guidance for an Archaeological Watching Brief* (Chartered Institute for Archaeologists, 2020a) and the approved WSI.

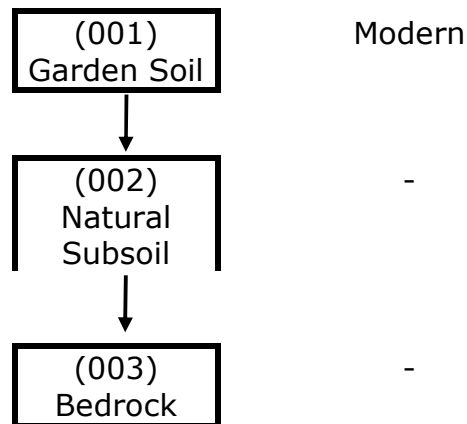
## 6. Stratigraphy

6.1 The stratigraphy of the material removed was recorded.

### 6.2 Context Catalogue

Context Number	Depth	Description	Interpretation
001	<0.10 metres	7.5YR4/4 brown, silty clay loam, few coarse components	Topsoil
002	0.10 – 0.30 metres	10YR 5/4 yellowish brown silty clay	Subsoil
003	-	Fragmented limestone	Bedrock

6.2.1 No significant archaeological features or layers were noted. All artefacts recovered were from the topsoil (001) and all the pottery sherds were 19<sup>th</sup> century apart from one sherd which may be pre 1800. The finds were not retained.



## 7. Photographs

7.1 Colour digital photographs were taken using a 16M pixel camera. Details and copies of the photographs are included in Appendix A and Figure 2.

## 8. Conclusion

8.1 No significant archaeological features, layers or artefacts were observed during the watching brief. The site lies on linear rocky band which has been previously quarried to the east and west. The fragmented nature of the stone at the development site may have made it unsuitable for quarrying.

## 9. Archive

9.1 The archive and a copy of the report and photographs will be deposited with the National Monuments Record in Aberystwyth. The photographs are in TIFF format.

9.1.1 The Archive will consist of

- PDF copy of the report
- Catalogued photographs in Tiff format
- Project Boundary as .shp file

9.2 A further copy of the report will be supplied to the Historic Environment Record at Dyfed Archaeological Trust.

## 10. Sources

10.1 Chartered Institute for Archaeologists, 2020a, *Standard and Guidance for an Archaeological Watching Brief*, available online from the CIfA website, [www.archaeologists.net](http://www.archaeologists.net)

Chartered Institute for Archaeologists, 2014, *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials* available online from the CIfA website, [www.archaeologists.net](http://www.archaeologists.net)

Chartered Institute for Archaeologists, 2020b, *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* available online from the CIfA website, [www.archaeologists.net](http://www.archaeologists.net)

Trydor, 2019, *Penally Lane Plot, Ashgrove, St Florence, Watching Brief Written Scheme Of Investigation, SN0832600983 Planning application – 17/0314/PA (Pembrokeshire)*

#### 10.1 Map sources

Ordnance Survey, 1890, First Edition 1:2500 scale

Ordnance Survey, 1907, Second Edition 1:2500 scale

## APPENDIX A: PHOTOGRAPHS

Photo Number	Description	Date Taken	Direction
STF2019_101	A general view of the development area, most of the topsoil had been removed some time ago, the spoil heap can be seen covered in vegetation in the field beyond.	15/07/2020	Looking west-northwest
STF2020_102	General view of the development area looking at Tynewydd beyond, built in the mid 20 <sup>th</sup> century	15/07/2020	Looking south-southeast
STF2020_103	A general view of the development site, looking north-northeast, towards the rear of Ashgrove, formerly the farmhouse at Causeway Farm, the name was changed at the end of the 19 <sup>th</sup> century/end of the 20 <sup>th</sup> century when the farm was sold off.	15/07/2020	Looking north-northeast
STF2020_104	A general view of the development area	15/07/2020	Looking east-southeast
STF2020_105	A view of the site after removing of top soil (001), showing the subsoil (002) and bedrock (003).	15/07/2020	Looking south-southwest
STF2020_106	A view of the development site after the initial scrape to remove vegetation	15/07/2020	Looking south-southwest
STF2020_107	Topsoil (001) and subsoil (002) being removed to reveal bedrock (003)	15/07/2020	Looking southwest
STF2020_108	A view of the bedrock (003) after stripping of (001) and (002)	15/07/2020	Looking southeast
STF2020_109	A view of the bedrock (003) after stripping of (001) and (002)	15/07/2020	Looking southeast
STF2020_110	A view of the bedrock (003) after stripping of (001) and (002)	15/07/2020	Looking south-southwest

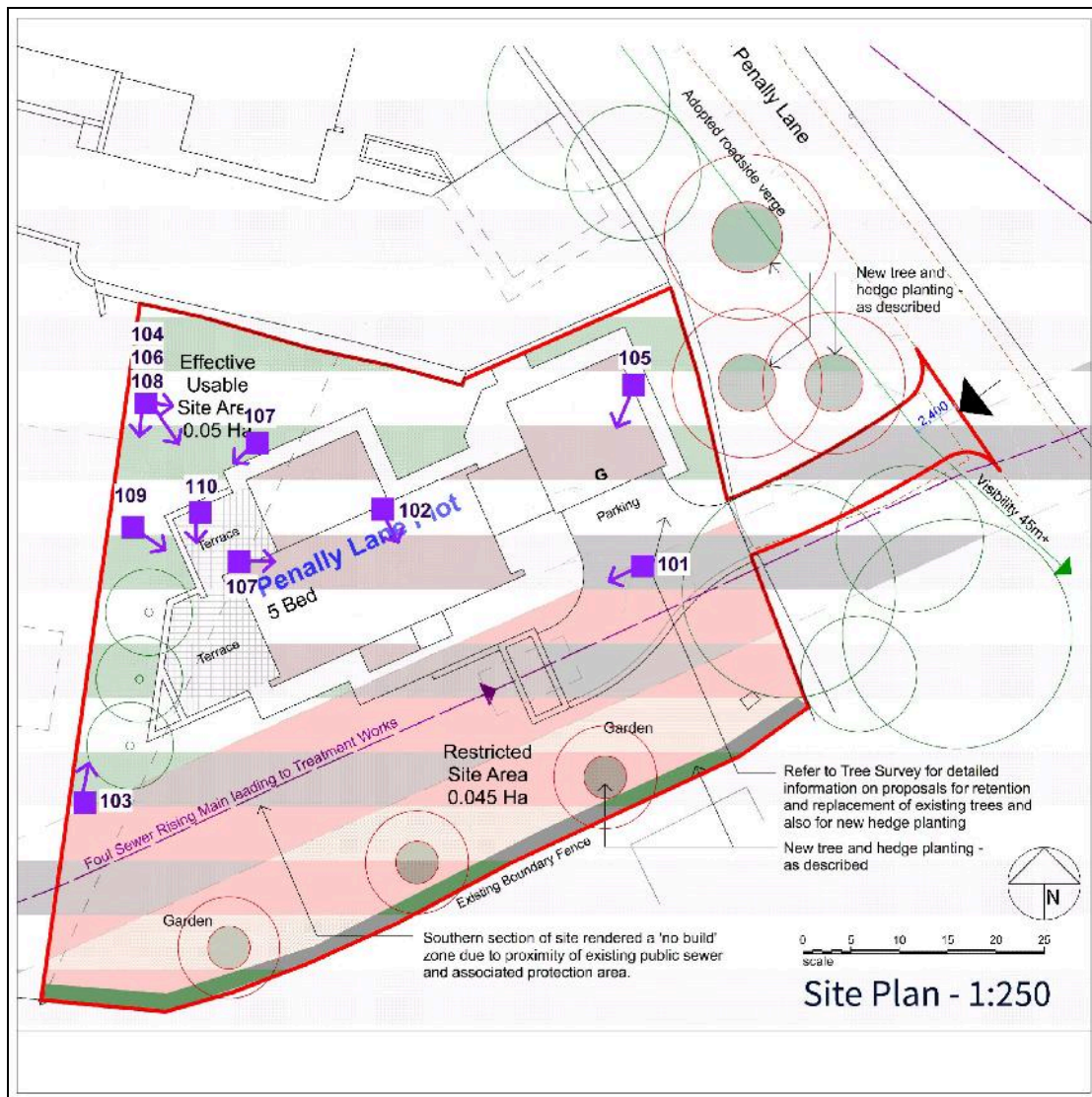


Figure 2: Location of photographs using clients plan.



*Plate 1: STF2020\_101. A general view of the development area, most of the topsoil had been removed some time ago, the spoil heap van been seen covered in vegetation in the field beyond, looking west-northwest.*



*Plate 2: STF2020\_102. General view of the development area looking at Tynewydd beyond, built in the mid 20<sup>th</sup> century, looking south-southeast.*



*Plate 3: STF2020\_103. A general view of development site, looking north-northeast, towards the rear of Ashgrove, formerly the farmhouse at Causeway Farm, the name was changed at the end of the 19<sup>th</sup> century/end of the 20<sup>th</sup> century when the farm was sold off.*



*Plate 4: STF2020\_104. A general view of the development site, looking east-southeast.*



*Plate 5: STF2020\_105. A view of the site after removing of top soil (001), showing the subsoil (002) and bedrock (003), looking south-southwest.*



*Plate 6: STF2020\_106. A view of the development site after the initial scrape to remove vegetation, looking south-southwest.*



Plate 7: STF2020\_107. Topsoil (001) and subsoil (002) being removed to reveal bedrock (003), looking southwest.



Plate 8: STF2020\_108. A view of the bedrock (003) after stripping of (001) and (002) looking southeast.



Plate 9: STF2020\_109. Another view of the bedrock (003) after stripping of (001) and (002) looking southeast.



Plate 10: STF2020\_110. Another view of the bedrock (003) after stripping of (001) and (002) looking south-southwest.

**APPENDIX B:**

**WRITTEN SCHEME  
OF INVESTIGATION**

**PENALLY LANE PLOT, ASHGROVE, ST FLORENCE**  
**WATCHING BRIEF**  
**WRITTEN SCHEME OF INVESTIGATION**  
**SN0832600983**  
**Planning application – 17/0314/PA (Pembrokeshire)**

Contents

1	Introduction	1
2.	Objective of the Written Scheme of Investigation	2
3.	The Development	2
4.	Condition on Planning Consent	2
5.	Nature of the Archaeological Resource	2
6.	Historical Overview of the Development Plot	2
7.	Scope of Mitigation	3
8	Methodology	4
9.	Recording	4
10.	Contingency arrangements	5
11.	Health & Safety	5
12.	Reporting	5
13.	Public Benefit and Outreach	6
14.	Archive	6
15.	Resources to be used	6
16.	Qualification of personnel	6
17.	Insurance & Professional indemnity	7
18.	Project identification	7
19.	Monitoring	8
20.	Sources	8
	Appendix 1	10
	Appendix 2	21

**PENALLY LANE PLOT, ASHGROVE, ST FLORENCE,  
PEMBROKESHIRE, SA70 8NB  
WATCHING BRIEF  
WRITTEN SCHEME OF INVESTIGATION  
SN0832600983  
Planning application – 17/0314/PA (Pembrokeshire)**

## 1. Introduction

1.1 Mr. Michael Jones of 3 the Meads Drive, Hook, Haverfordwest 1, SA62 4LU has commissioned Trysor heritage consultants to write a Written Scheme of Investigation for a programme of archaeological work relating to planning application number: 17/0314/PA (Pembrokeshire) for a single new dwelling on vacant land adjacent and to the south of Ash Grove, St Florence, Pembrokeshire.

1.2 The development is on vacant land adjacent and south of Ash Grove, St Florence, Pembrokeshire, SA70 8NB at SN0833100984, see Figure 1. It lies on the southeastern side of the village of St Florence.

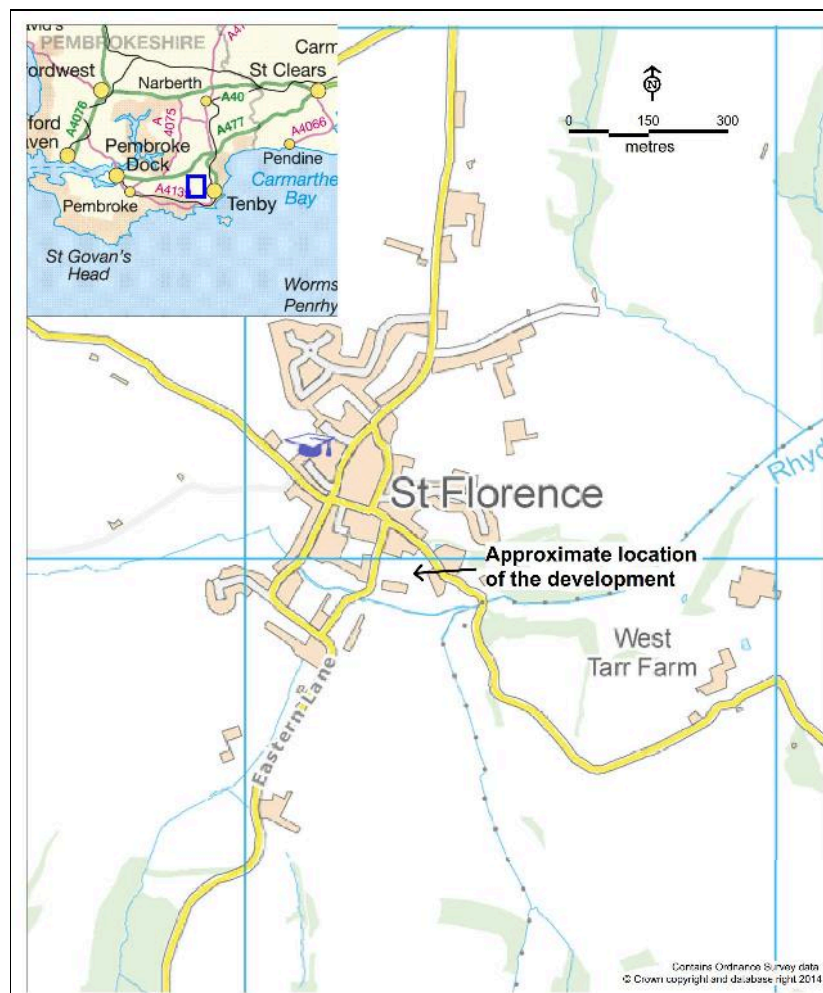


Figure 1: Location of the development area in St Florence, Pembrokeshire.

## **2. Objective of the Written Scheme of Investigation**

2.1 The objective of this written scheme of investigation (WSI) is to specify the method to be used for a programme of archaeological work during construction of a single new dwelling and associated infrastructure in a vacant plot adjacent and to the south of Ash Grove, St Florence, Pembrokeshire, SA70 8NB, related to planning application; 17/0314/PA (Pembrokeshire).

## **3. The development**

3.1 The planning application is for full planning permission for a new dwelling and associated infrastructure, 17/0314/PA (Pembrokeshire).

## **4. Conditions on the planning consent**

4.1 In granting approval for the application, the Local Planning Authority imposed a condition on the consent; the condition specifies the actions necessary to mitigate the impact of the development on the archaeological resource.

*No development shall take place until the applicant, or their agents or successors in title, has secured agreement for a written scheme of historic environment mitigation which has been submitted by the application and approved by the local planning authority. Thereafter, the programme of work will be fully carried out in accordance with the requirements and standards of the written scheme.*

*Reason: To ensure the recording of any items of archaeological interest to accord with Policy GN.38 of the Local Development Plan for Pembrokeshire (adopted 28 February 2013).*

## **5. Nature of the archaeological resource**

5.1 In a letter dated 12<sup>th</sup> July 2017, the Senior Planning Archaeologist at Dyfed Archaeological Trust stated;

*The application is for a new dwelling. Our records indicate that the proposed development site is located within the confines of the medieval settlement of St. Florence and we consider there is potential for buried archaeology to be damaged or destroyed.*  
DAT, 2017

5.2 The settlement at St Florence has medieval origins. The church building dates to the 12<sup>th</sup> century with later extensions, additions and restorations since then. The church lies towards the north of the settlement although 20<sup>th</sup> century expansion of the village has altered this somewhat. The medieval village is believed to have a planned layout.

## **6. Historical Overview of the Development Plot:**

6.1 The Llandyfaelog parish tithe map of 1844 shows the development site lay at that time within a fairly large field parcel, (Field Parcel 206) to the southeast of the main village. Most of the fields around the village are small linear “strip” fields but parcel 206 does not conform to this and is irregular in size and larger. It contains three structures, the house and farm buildings of Causeway Farm. The field was owned by Orlando Harries Williams and tenanted by William Smith.



Figure 2: St Florence parish tithe map of 1844

6.2 At the time of the 1889 First Edition 1:2500 Ordnance Survey map the field shape and size remained largely the same although the northwest corner had been taken by the building of Bethel Chapel in 1858. There was some quarrying on the western side of the field.

6.3 By 1909 Causeway Farm became known as Ash Grove. The field remained as one field parcel throughout most of the 20<sup>th</sup> century although there was some development within the northern section in the late 20<sup>th</sup> century.

## 7. Scope of Mitigation

7.1 It is proposed that the groundworks for the new development be watched as part of a archaeological watching brief.

7.2 The Chartered Institute for Archaeologists' Standard and Guidance for Archaeological Watching Brief (CIfA, 2020a) was used to write this Written Scheme of Investigation. They define a watching brief as:

*.....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.*

7.3 The purpose of a watching brief is described as:

*a. 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*

*b. to provide an opportunity, if needed, for the watching archaeologist to signal to all interested parties, before the destruction of the 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.*

*A watching brief is not intended to reduce the requirement for excavation or preservation of known or inferred deposits, and it is intended to guide, not replace, any requirement for contingent excavation or preservation of possible deposits.*

*The objective of a watching brief is to establish and make available information about the archaeological resource existing on a site.*

7.4 This watching brief should establish whether any features can be identified as of possible archaeological significance.

7.5 If archaeological features are encountered further mitigation may be required.

## **8. Methodology**

8.1 The groundworks will be watched under archaeological supervision.

8.2 The watching brief will be carried out in accordance with Chartered Institute for Archaeologists' *Standard and Guidance for an Archaeological Watching Brief* (CIfA, 2020a).

8.3 A two-person team will watch the excavation of groundworks associated with development and features of archaeological interest recorded. Excavation of any features will be limited to that necessary to establish their extent and character unless their excavation is required to allow the development to proceed.

## **9. Recording**

9.1 A plan of the groundworks, and representative sections if appropriate, will be drawn, at an appropriate scale, recording all features of archaeological interest. The plan will be based on the applicants' survey drawings of the development area. If archaeological features or contexts are encountered, plans will be drawn on permatrace to a scale of 1:10, 1:20 or 1:50, as appropriate.

9.2 A written record of all activity will be kept in a project specific notebook. If archaeological contexts are encountered they will be recorded following the *Central*

*Excavation Unit Manual: Part 2: Recording*, 1986, using proforma recording sheets and a consecutive numbering system.

9.3 Any artefacts will be dealt with in accordance with the guidance provided in the Chartered Institute for Archaeologists *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA, 2020). Any artefacts will be retained, cleaned and stored. Following reporting they will be returned to the applicant (landowner). If the landowner does not wish to retain the artefacts, negotiation will commence at the earliest possible opportunity with a recognised museum archive if the artefacts are from a archaeologically sealed context, or of regional or national significance.

9.4 Deposits of environmental or technological significance will be sampled according to *A guide to the theory and practice of methods, from sampling and recovery to post-excavation* published in 2002 as one of the Centre for Archaeology Guidelines by English Heritage.

9.5 In the event of human burials being discovered the Ministry of Justice will be informed. The remains will initially be left *in situ*, and if removal is required, a Ministry of Justice licence will be applied for under the Burial Act 1857.

9.6 Should removal of in situ human remains be required, work will be undertaken in accordance with Historic England, 2017. Guidance for best Practise for the Treatment of Human Remains excavated from Christian Burial Grounds in England. Available at: [http://www.archaeologyuk.org/apabe/pdf/APABE\\_ToHREfCBG\\_FINAL\\_WEB.pdf](http://www.archaeologyuk.org/apabe/pdf/APABE_ToHREfCBG_FINAL_WEB.pdf)

9.7 Colour digital photographs will be taken, as appropriate, using a 16M pixel camera. A written record will be made on site of the photographs taken. Appropriate photographic scales will be used.

## **10. Contingency arrangements if archaeological features are discovered**

10.1 In the event that archaeological remains are encountered, where appropriate investigation falls outside the scope of this specification, a meeting between Trysor, the applicant, Carmarthenshire County Council or their representative, and the Local Planning Authority case officer will be convened in order to agree a course of action. The applicant will be responsible for paying for any further work necessary such as curatorial monitoring, finds conservation, finds specialist, radio-carbon dating etc. Further contingency arrangements will be guided by Trysor's Contingency Arrangements Policy 2018.

## **11. Health & Safety**

11.1 Trysor will undertake a risk assessment in accordance with their health and safety policy. The risk assessment will be in accord with current Covid19 regulations and advice at the time the work is undertaken.

## **12. Reporting**

12.1 A report on the watching brief will be prepared according to the requirements of section 3.8 of the Chartered Institute for Archaeologists' *Standard and Guidance for an Archaeological Watching Brief* (CIfA, 2020a, p.14-15) following the completion of the work. Copies of the

report will be provided to the client, the Regional Historic Environment Record and archived with the National Monuments Record. This WSI will be included as Appendix A of the report.

### **13. Public Benefit and Outreach**

13.1 A summary of the work undertaken and its findings will be submitted to *Archaeology in Wales*, the annual review of archaeological work in Wales collated the Council for British Archaeology Wales (CBA Wales). If appropriate, a full report on findings will be submitted for publication with an appropriate regional or national archaeological journal within one year of the completion of the fieldwork element of the project.

13.2 The results of the work will be deposited in the NMR and regional HER making it publicly accessible to all, in line with current guidance, (NPAAW, 2017, RCAHMW, 2015 and WAT, 2018).

13.3 The purpose of the work and the history of the site will be discussed with the client and others on site, if measures put in place to meet Covid19 regulations and advice allow. This will widen understanding of why the work is important and broaden appreciation for the historic environment.

### **14. Archive**

14.1 The archive will be deposited with the National Monuments Record, including a copy of the final report in accordance with the CIfA's *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* (CIfA, 2020b). This archive will include all written, drawn and photographic records relating directly to the investigations undertaken. Digital archives will follow the standard required by the RCAHMW (RCAHMW, 2015). Further details are in the Selection Strategy in Appendix 1 and the Data Management Plan in Appendix 2.

14.2 The significance of any artefacts retrieved will be assessed and this will determine where may be an appropriate place for deposition, subject to agreement by the legal owner, the landowner. Scolton Museum and Tenby Museum cover the area. (National Panel for Archaeological Archives in Wales, 2017). The National Monuments Record again has limited scope for storing artefacts but they are well equipped for storing paper and digital records.

14.3 If the artefacts are deposited separately to the rest of an archive, a copy of the report and archive will be deposited with the artefacts.

### **15. Resources to be used**

15.1 Two members of staff will undertake the watching brief. They will be equipped with standard field equipment, including digital cameras, GPS and first aid kits. Trysor have access to the computer hardware and software required to deliver the completed final report and archive to a professional standard.

### **16. Qualification of personnel**

16.1 Trysor is a Registered Organisation with the Chartered Institute for Archaeologists and both partners are Members of the Chartered Institute for Archaeologists, [www.archaeologists.net](http://www.archaeologists.net)

16.2 Jenny Hall (BSc Joint Hons., Geology and Archaeology, MCIfA) had 12 years excavation experience, which included undertaking watching briefs prior to becoming the Sites and Monuments Record Manager for a Welsh Archaeological Trust for 10 years. Since 2004 she has been an independent archaeologist undertaking a variety of work that includes upland survey, desktop assessments and watching briefs.

16.3 Paul Sambrook (BA Joint Hons., Archaeology and Welsh, MCIfA, PGCE) has extensive experience as a fieldworker in Wales. He was involved with Cadw's pan-Wales Deserted Rural Settlements Project for 7 years. He also undertook Tir Gofal field survey work and watching briefs. Since 2004 he has been an independent archaeologist undertaking a variety of work that includes upland survey, desktop assessments and watching briefs.

16.4 Dee Williams (BA Archaeology and Classical Studies) graduated from the University of Wales, Lampeter. After University she pursued a career in field archaeology. Her first supervisory post was with Wessex Archaeology (Manpower Service Commission 1984-5) as the Finds Officer on a large multi-period urban excavation in Dorchester. From 1986 to 1994 she was employed as the Finds Officer with the Dyfed Archaeological Trust. From 1994 to the present she has worked as an administrator in the Department of Archaeology at Lampeter but continues her research interests in finds with specialisms in ceramics and glass.

16.5 Martin Locock (BA, MCIfA) – Martin has undertaken many bone reports for Glamorgan Gwent Archaeological Trust and others. He has also undertaken studies of bricks and mortar.

16.6 Dr Ian Brooks (PhD, BA, MCIfA, FSA) - Flint assemblages of any size from a single artefact to many thousands of artefacts can be analysed. Recent projects have varied from a few artefacts recovered during the excavation of a late medieval house in North Wales to over 16,000 Mesolithic artefacts from Bath. In addition to standard typological studies Ian Brooks has developed specialist techniques to investigate the original source of the flint and the deliberate heat treatment of flint by the use of micropalaeontology.

16.7 Wendy Carruthers (BSc, MSc) has worked as a freelance archaeobotanist for over 30 years, mainly analysing plant macrofossils from sites in southern and central England and Wales. After graduating in Manchester she worked as a field botanist for a year, followed by a couple of years on archaeological excavations as a digger and planner. I then took the Masters course in Plant Taxonomy at Reading, and started working as a freelance archaeobotanist after I graduated. In the early 1990s she was the English Heritage Archaeobotanist at the Ancient Monuments Laboratory for four years. Over the years she has analysed charred, waterlogged, mineralised, silicified and desiccated plant remains. She is particularly interested in preservation by mineralisation.

## **17. Insurance & Professional indemnity**

17.1 Trysor has Public Liability and Professional Indemnity Insurance.

## **18. Project identification**

18.1 The project has been designated Trysor Project No. 2020/730. Site code is STF2020. The DAT HER Event Record PRN is 114885.

## **19. Monitoring**

19.1 Staff from the local planning authority and the planning archaeologists at Dyfed Archaeological Trust will be welcome to visit the site and monitor the work. They will be informed as to when work will start on site and contact details given, although the watching brief is may be spread over parts of several days following the progress of the development.

## **20. Sources**

### **20.1 Historic Maps**

Ordnance Survey, 1890, 1:2500  
Ordnance Survey, 1907, 1:2500  
St Florence, 1842, parish tithe map

### **20.2 Non-published**

Central Excavation Unit, 1986, *Central Excavation Unit Manual: Part 2: Recording*, 1986

NPAAW, 2017, *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017*

RCAHMW, 2015, *RCAHMW guidelines for Digital Archives*, Version 1

WAT, 2018, *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)*

### **20.3 Published**

CIfA, 2020a, *Standard and Guidance for an archaeological watching brief*, updated June 2020

CIfA, 2014b, *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials*.

CIfA, 2020b, *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives*

English Heritage, 2011 revised, *A guide to the theory and practice of methods, from sampling and recovery to post-excavation* published in 2002 as one of the Centre for Archaeology Guidelines by English Heritage

### **20.4 Web based materials**

Historic Wales, <http://historicwales.gov.uk/>, accessed 15/06/2020

Jenny Hall & Paul Sambrook  
Trysor, June 2020

Trysor  
38, New Road,  
Gwaun Cae Gurwen  
Ammanford  
Carmarthenshire  
SA18 1UN

[www.trysor.net](http://www.trysor.net)  
[enquiries@trysor.net](mailto:enquiries@trysor.net)

Trysor is a Registered Organisation with the Chartered Institute for Archaeologists and both partners are Members of the Chartered Institute for Archaeologists, [www.archaeologists.net](http://www.archaeologists.net)

Jenny Hall (BSc Joint Hons., Geology and Archaeology, MCIfA) had 12 years excavation experience, which included undertaking watching briefs prior to becoming the Sites and Monuments Record Manager for a Welsh Archaeological Trust for 10 years. She has been a partner in Trysor since 2004 undertaking a wide variety of work that includes upland survey, desk-based appraisals and assessments, and watching briefs.

Paul Sambrook (BA Joint Hons., Archaeology and Welsh, MCIfA, PGCE) has extensive experience as a fieldworker in Wales. Amongst other things he was involved with Cadw's pan-Wales Deserted Rural Settlements Project for 7 years. He has been a partner in Trysor since 2004 undertaking a wide variety of work including upland survey, desk-based appraisals/assessments, and watching briefs.

## APPENDIX 1: SELECTION STRATEGY

<b>St Florence</b> <b>18/06/2020 v.1</b> <b>Selection Strategy</b>		
Project Information		
Project Management		
<b>Project Manager</b>	Jenny Hall & Paul Sambrook	
<b>Archaeological Archive Manager</b>	Jenny Hall & Paul Sambrook	
<b>Organisation</b>	Trydor	
Stakeholders		Date Contacted
<b>Collecting Institution(s)</b>  <i>A collecting institution for artefacts will only be contacted in advance of site work, if the potential for artefacts from sealed contexts is assessed as Moderate to Very High. The scale of field work and where it is situated geographically will be considered when making this initial assessment</i>	Artefact archive not contacted yet. Potential for artefacts that require archiving considered Very Low to Low, due to geographic location. There may be post med artefacts within topsoil due to its proximity to the former farmhouse and village. Artefacts from non-sealed contexts will be noted and returned to landowner unless they are assessed as of regional or national importance. Artefacts from sealed contexts will be retained and recorded. A decision will be made at that point if any need to be deposited in an archive, when their significance has been assessed against the results of the watching brief. Digital /paper archive to be	Not contacted

	archived with RCAHMW, with copies to HER if they wish.	
<b>Project Lead / Project Assurance</b>	Jenny Hall and Paul Sambrook	
<b>Landowner / Developer</b>	See WSI	
<b>Other</b>	-	

## Resources

### Resources required

Describe the resources required to implement this Selection Strategy, particularly if unusual resources are required.

No unusual resources required to date, beyond trays, bags, markers record sheets The potential for artefacts from sealed contexts is assessed as Very Low to Low. Artefacts from the topsoil will be recorded and returned to the landowner, unless they are assessed as being of regional or national importance.

## Context

Describe below the context of this Selection Strategy. You should refer to:

- The aims and objectives of the project;
- Local Authority guidance (including the brief);
- Research Frameworks;
- The repository collection development policy and/or deposition policy;
- Material-specific guidance documents.

**Note:** This section may be copied from your Project Design/WSI to ensure all Stakeholders receive this context information.

- The aims and objectives of the project are to record and protect the historic environment whilst enabling development
- The methodology to be used and its context is given in this Written Scheme of Investigation.
- The Research Framework for the Archaeology of Wales identifies areas of past, current and future archaeological research in Wales  
<https://www.archaeoleg.org.uk/intro.html>  
No specific themes are connected with this project although the reason the work was asked for was because of its proximity to known medieval settlement.
- If necessary a suitable artefact archive will be identified using *National Standards for the Collecting and Depositing of Archaeological Archives in Wales 2017*, Part 6. Museums in Wales Collecting Archaeology  
As there are no other parameters for this project defining what artefacts are collected, retained and disposed of, artefact retention and disposal will be guided by the 2019 document from the National Panel for Archaeological

Archives in Wales, *Archaeological Archives: Selection, Retention and Disposal Guidelines for Wales*

## Stakeholders

Name the individual(s) responsible for the Digital Data Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Collections Curator).

Jenny Hall & Paul Sambrook

## Selection

### Location of Data Management Plan (DMP)

Selection of digital data elements should be considered in your project's DMP. For the purpose of the Selection Strategy, you can either copy the selection section of your DMP below, or attach it as an appendix to this document. Please indicate here if the DMP is attached.

## Appendix 2 of this WSI

The selection strategy in your DMP should:

- 1.1 Define what digital data will be selected for inclusion in the archaeological archive, how this will be done, and why. Do not forget to consider that specialists may have digital data that should be included in the archaeological archive.
- 1.2 Identify the selection review points during the project (i.e. project planning, data gathering, analysis and reporting and archive compilation).
- 1.3 Reference all relevant standards, policies or guidelines (e.g. digital repository deposition requirements) and specialist advice sought.
- 1.4 Identify any selection decisions that differ from standard guidelines and explain why.

a) Final report as pdf file which will include WSI and any specialist reports if needed

b) Selected and catalogued photographs as Tiffs file

Additional files may include

- c) Vector GIS files as .shp files
- d) Drawings as .pdf files
- e) Scanned context sheets/site notes as pdf

NPAAW, 2017, *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017*

RCAHMW, 2015, *RCAHMW guidelines for Digital Archives*, Version 1

WAT, 2018, *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)*

### De-Selected Digital Data

The procedure for dealing with De-selected digital data and what specialist advice informed this process should be recorded in your DMP. Please copy this information here or attach your DMP as an appendix to this document.

See Appendix B in this WSI

### Amendments

Detail any amendments to the above selection strategy here. The Selection Strategy will be reviewed after fieldwork is complete when the digital data created will be clearer

Date	Amendment	Rationale	Stakeholders

## 2 – Documents

### Stakeholders

Name the individual(s) responsible for the Documents Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Jenny Hall & Paul Sambrook

### Selection

Describe your Selection Strategy for the Documents elements of the archaeological archive. To do this you must:

- 2.1 Define which documents will be selected for inclusion in the archaeological archive, how this will be done, and why. Do not forget to consider that specialists may have documents that should be included in the archaeological archive.
- 2.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 2.3 Reference all relevant standards, policies or guidelines (e.g. digital repository deposition requirements) and specialist advice sought.
- 2.4 Identify any selection decisions that differ from standard guidelines and explain why.

a) Final report as pdf file which will include WSI and any specialist reports if needed. This is the version sent to client and approved by third parties. Specialist reports will be contained within that report

b) Selected and catalogued photographs as Tiffs file

Additional files may include: to be reviewed after site work

- c) Vector GIS files as .shp files
- d) Drawings as .pdf files
- e) Scanned context sheets/site notes as pdf

NPAAW, 2017, *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017*

RCAHMW, 2015, *RCAHMW guidelines for Digital Archives*, Version 1

WAT, 2018, *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)*

### De-Selected Documents

Describe the procedure for dealing with De-selected material and what specialist advice has informed this procedure.

Deselected digital documents will be retained within Trysor backups.

The process is one of selection rather than deselection.

### Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

## 3 – Materials

**Note:** This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

**Material type**

Digital

**Section**  
**3.1**

### Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Jenny Hall & Paul Sambrook

### Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 3.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 3.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 3.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 3.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

As described in the Data Management Plan and above

### Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

Not applicable

## De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

Kept within Trydor backups

## Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

## 3 – Materials

**Note:** This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

<b>Material type</b>	Paper	<b>Section</b> <b>3.2</b>	
----------------------	-------	------------------------------	--

## Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Jenny Hall & Paul Sambrook

## Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 4.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 4.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).

4.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.

4.4 Identify any selection decisions that differ from standard guidelines and explain why.

The [Materials Selection Template](#) may be useful in structuring this section.

Field notes and context sheets – bound and presented as paper archive

### Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

### De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

Kept within Trydor archive folders

### Amendments

Detail any amendments to the above selection strategy here.

Date	Amendment	Rationale	Stakeholders

## 3 – Materials

**Note:** This step should be completed for each material component of the archaeological archive. Copy this table for the various materials as required, providing the 'Material Type' and a section identifier (eg. '3.1') for each.

<b>Material type</b>	Artefacts	<b>Section 3.3</b>
----------------------	-----------	--------------------

### Stakeholders

Name the individual(s) responsible for the Materials Selection decisions (i.e. Archaeological Archive Manager, Project Manager, Repository Representative).

Jenny Hall & Paul Sambrook

### Selection

Describe your Selection Strategy for each material type and or object type. To do this you must:

- 5.1 State the Selection Strategy you are applying to each category of material, how this will be done, and why.
- 5.2 Identify the selection review points during the project (e.g. project planning, data gathering, analysis and reporting and archive compilation).
- 5.3 Reference all relevant standards, policies or guidelines (e.g. thematic, period, and regional, Research Frameworks, repository deposition policies) and specialist advice sought.
- 5.4 Identify any selection decisions that differ from standard guidelines and explain why.

The Materials Selection Template may be useful in structuring this section.

As stated above

### Uncollected Material

If you are practising selection in the field, describe the process that will be applied. To do this you must:

- Detail how you will characterise, quantify and record all uncollected material on site.
- Explain how you will dispose of, or re-distribute, uncollected material.

**As stated above**

### De-Selected Material

Describe what you will do with the de-selected material. All processed material should have been adequately recorded before de-selection.

Kept within Trydor archive folders

Amendments			
Detail any amendments to the above selection strategy here.			
Date	Amendment	Rationale	Stakeholders

Materials Selection Template			
This table may be inserted into Section 3 of the main <u><a href="#">Selection Strategy Template</a></u> to help present differing selection strategies for different material types			
Find Type	Selection Strategy	Stakeholders	Review Points

Jenny Hall and Paul Sambrook  
Trysor  
[www.trysor.net](http://www.trysor.net)

38, New Road,  
Gwaun Cae Gurwen  
Ammanford  
Carmarthenshire  
SA18 1UN

[enquiries@trysor.net](mailto:enquiries@trysor.net)

Work Digital / Think Archive - Data Management Plan Overview

## **St Florence 18/06/2020 v.1 Data Management Plan**

This document forms part of the Work Digital / Think Archive guidance for digital archives prepared by DigVentures, on behalf of Archaeological Archives Forum and in partnership with the Chartered Institute for Archaeologists. The project was funded by Historic England (Project No. 7796).

This has been adapted by Trysor for use.

The sections below are the basic components of the Data Management Plan. Each section comprises a series of sections which need to be completed.

The Work Digital / Think Archive guidance provides a full version of this document which includes Questions to Consider, Guidance and Examples where appropriate.

<b>Section 1: Project Administration</b>
<ul style="list-style-type: none"><li>• Key project details, unique identifiers and contacts</li></ul> See main part of WSI
<b>Section 2: Data Collection</b>
<ul style="list-style-type: none"><li>• What data will you collect or create?</li><li>• How will the data be collected or created?</li></ul> See main part of WSI and Appendix A for artefacts. Digital data : Catalogues photographs, Report as pdf.
<b>Section 3: Documentation and Metadata</b>
<ul style="list-style-type: none"><li>• What documentation and metadata will accompany the data?</li></ul>
<b>Section 4: Ethics and Legal Compliance</b>
<ul style="list-style-type: none"><li>• How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?</li></ul> A statement will be included in the report. The report will be the copyright of Trysor. Other copyrights/rights will be identified acknowledged.
<b>Section 5: Storage and Backup</b>
<ul style="list-style-type: none"><li>• How will the data be stored, accessed and backed up during the research?</li></ul> Through Online storage via Dropbox, Backups onto partners external hard drives
<b>Section 6: Selection and Preservation</b>
<ul style="list-style-type: none"><li>• Which should be retained, shared, and/or preserved?</li></ul>

<ul style="list-style-type: none"> <li>• What is the long-term preservation plan for the dataset?</li> <li>• Have you contacted the data repository?</li> <li>• Have the costs of archiving been fully considered?</li> </ul> <p>Data repository (NMR) not contacted yet, small project The main digital elements to be preserved long term are the report and the photographs Costs of archiving have been considered</p>
<b>Section 7: Data Sharing and Accessibility</b>
<ul style="list-style-type: none"> <li>• How will you share the data and make it accessible?</li> <li>• Are any restrictions on data sharing required?</li> </ul> <p>Through archiving – no restrictions other than acknowledgement</p>
<b>Section 8: Responsibilities</b>
<ul style="list-style-type: none"> <li>• Who will be responsible for data management?</li> </ul> <p>Jenny Hall &amp; Paul Sambook</p>

## Section 1: Project Administration

<b>Project ID / OASIS ID</b>
Not Applicable
<b>Project Name</b>
See main part of WSI
<b>Project Description</b>
See main part of WSI
<b>Project Funder / Grant reference</b>
Client
<b>Project Manager</b>
Jenny Hall & Paul Sambrook
<b>Principal Investigator / Researcher</b>
Jenny Hall & Paul Sambrook
<b>Data Contact Person</b>
Jenny Hall & Paul Sambrook
<b>Date DMP created</b>
Jenny Hall & Paul Sambrook
<b>Date DMP last updated</b>

19 <sup>th</sup> June 2020
Version
1
Related data management policies
NPAAW, 2017, <i>The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017</i>
RCAHMW, 2015, <i>RCAHMW guidelines for Digital Archives</i> , Version 1
WAT, 2018, <i>Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)</i>

## Section 2: Data Collection

What data will you collect or create?
Site notes including context sheets on paper Photographs Report GIS data

How will the data be collected or created?
Site notes on paper on site Photographs on site, selected and catalogued in the office. Tiff files Report written in Word, GIS components in MapInfo

## Section 3: Documentation and metadata

What documentation and metadata will accompany the data?
The report will accompany any data. Relevant metadata will be created

## Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?
Appropriately taking into account other peoples rights. All agreements with others will be adhered to.

## Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?
Shared Dropbox with facility to retrieve earlier versions. Locally backed up on partners' external hard drive

--

Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?
Report, catalogued photographs
What is the long-term preservation plan for the dataset?
Digital/paper deposition with RCAHMW
Have you contacted the data repository?
No – not necessary
Have the costs of archiving been fully considered?
No costs as RCAHMW not currently charging

Section 7: Data Sharing

How will you share the data and make it accessible?
Deposit in RCAHMW, with an additional copy to the regional HER
Are any restrictions on data sharing required?
No, other than our copyright should be respected.

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?
Trysor partners

## APPENDIX C:

### FINDS REPORT

By

M. Locock

## STF2020

### Finds

By Martin Locock MCIfA

### Introduction

A small assemblage of post-medieval finds were recovered from topsoil during the watching brief. The pottery was examined to characterise it by form and decoration, quantify it by EVrep (Estimated Vessels Represented), assess its significance, and provide dating evidence (CIFA 2015; Orton 1989). Animal bone was identified by size and element. There was no glass or metal recovered.

<b>Pottery</b>		
Whiteware	3	28.35
Transfer printed ware	3	17.42
Stoneware	1	126.90
Slip-glazed earthenware	1	10.35
<b>Ceramic Building Material</b>		
Tile	1	40.16
<b>Animal bone</b>		
Large mammal, rib	2	18.63

### *Assemblage summary*

### Pottery

Most of the pottery is on 19<sup>th</sup> century date (whiteware 3 sherds, transfer-printed ware 3 sherds). A large stoneware vessel is probably of a similar date (1 sherd). A brown glazed earthenware with slip might be pre-1800 in date (1 sherd). The total assemblage comprises less than 1 EVRep.

### Ceramic Building Materials

A fragment of roof tile was recovered.

### Animal bone

Two fragments of large mammal rib (probably cow) were found.

### Conclusion

This small assemblage is probably 19<sup>th</sup> century in date.

### References

CIFA	2015	<i>A Standard for Pottery Analysis in Archaeology</i>
Orton, C	1989	An introduction to the quantification of

		assemblages of pottery, <i>Journal of Roman Pottery Studies</i> , 2, 94 – 97.
--	--	---