

EGLWYS LLECHCYNFARWY, CARMEL, YNYS MON

Archaeological Watching Brief of Pipe Trench



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Archaeological Watching Brief of Pipe Trench

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Prepared for: Mrs Shan Robinson

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Revision History			
Rev No.	Summary of Changes	Ref Section	Purpose of Issue
1	Additional detail on the chest tomb adjacent to the pipe trench.	4.0	Requested by GAPS
	A more rounded explanation on the reasons for the raised churchyard and lack of skeletal remains	5.0	

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FIGURE LIST

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Figure 02: Reproduction of Ordnance Survey County Series First Edition 1" to 25 mile County Series Ordnance Survey Map (1889; Sheet XX.8). Scale: 1:2500@A4;

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Figure 04: Reproduction of Ordnance Survey County Series Second Edition 1" to 25 mile County Series Ordnance Survey Map (1924; XX.8). Scale: 1:2500@A4;

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PLATE LIST

Plate 01: Pre-commencement shot of the eastern end of the churchyard. Scale 1m. (photographic archive ref. G2488_001);

Plate 02: Manual excavation of pipe trench. (photographic archive ref. G2488_003);

Plate 03: The pipe trench excavated through the churchyard. Scale 1m. (photographic archive ref. G2488_013);

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Plate 07: Pre-demolition view of retaining wall from the adjacent field. Scale 1m. (photographic archive ref. G2488_007);

Plate 08: Pre-demolition view of the retaining wall from within the churchyard. Scale 1m.
(photographic archive ref. G2488_005);

Plate 09: Section through retaining wall. Scale 1m. (photographic archive ref. G2488_014).

NON-TECHNICAL SUMMARY

Gwynedd Archaeological Trust (GAT) has been asked by Shan Robinson to undertake a watching brief of the excavation of a pipe trench within the grounds of Eglwys Llechcynfarwy, Carmel, Ynys Môn (PRN 938; NGR SH38118109). The pipe trench was manually excavated through the adjacent churchyard and through the churchyard retaining wall. It uncovered the footings of the eastern wall of the church and the stone base of an adjacent 19th century chest tomb. No human remains were uncovered during the excavation of the pipe trench.

1 INTRODUCTION

Gwynedd Archaeological Trust (GAT) has been asked by *Shan Robinson* to undertake a watching brief of the excavation of a pipe trench within the grounds of Eglwys Llechcynfarwy, Carmel, Ynys Môn (Primary Reference Number (PRN) 938; NGR SH38118109; Figure 01). Eglwys Llechcynfarwy is the former parish church of St. Cynfarwy, located near the centre of the Tref Alaw parish. The building is Grade II listed (ref. 5396) and comprises a continuous chancel and nave, a south chapel and a north porch. Planning and listed building consent (ref.: 47C144C and 47C144B/LB) have been granted for the conversion of the church into a dwelling, with associated access, parking, sewerage and amenity provision in the adjacent land. The conversion works include: installation of a mezzanine floor, renewal of the church roof covering and floor, localised repairs, and installation of drainage. As well as the medieval origins of the church, the development is located within an area of known early medieval burial activity.

Gwynedd Archaeological Planning Services (GAPS) have prepared a design brief for the scheme (ref. D3014; Appendix I) and have requested a staged programme of archaeological mitigation comprising:

1. archaeological strip, map and record;
2. archaeological watching brief;
3. desk-based research; and
4. post-excavation work as appropriate to the discoveries made.

This watching brief report is for the external drainage works at the eastern end of the church only; archaeological mitigation for the remaining proposed works will be detailed in subsequent reports.

The archaeological mitigation will be completed in accordance with the following guidance:

- Management of Archaeological Projects (English Heritage, 1991);
- Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide (Historic England, 2015);
- Guidelines for digital archives Royal Commission on Ancient and Historic Monuments of Wales 2015; and

- Standard and Guidance for Archaeological Watching Brief (Chartered Institute for Archaeologists, 2014).

Gwynedd Archaeological Trust is a Chartered Institute for Archaeologists *Registered Archaeological Organisation*.

2 **ARCHAEOLOGICAL AND HISTORICAL BACKGROUND**

The church is documented from the mid-13th century, but includes a 12th century font and 17th century elements (principally the south chapel). The church was substantially rebuilt and modernised in the late 19th century.

In 1695, eight or nine cist graves were recorded during digging for stone at Lechcynfarwy (Longley & Richards, 2000; GAT Report 350). In 1926 several stone-lined graves were found in clearing the bank between a paddock and the Trefor road, to the southwest of the church (PRN 2080; centred on NGR SH38108108). The majority of cists shared the same northwest-southeast alignment, with apparent side slabs and lintels (*ibid.*). Graves were also seen in the line of the road before it was resurfaced. The sites of the two discoveries can be seen as contiguous (*ibid.*), occupying the small plot flanked by the churchyard on the east, the road on the west and the property known as The Mount on the north, on the one hand, and the small disused quarry adjacent to Fron, immediately to the south on the other hand.. A prehistoric standing stone (PRN 2078) formerly stood 670.0m to the north-east of the church.

A brief examination of the first to third edition 1 mile to 25 inch Ordnance Survey maps of the church and environs (map sheet XX.8; 1889, 1900 and 1924 respectively), reveal general information about the historic layout of the area. The overall layout appears little changed during the late 19th to early 20th century, except for the appearance of a property called *Fron* to the southwest on the third edition (cf. Figures 02 to 04).

3 METHODOLOGY

3.1 Introduction

The definition of an archaeological watching brief is a formal programme of observation and investigation conducted during any operation carried out for non-archaeological reasons 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.

An archaeological watching brief can be divided into four categories:

- comprehensive (present during all ground disturbance)
- intensive (present during sensitive ground disturbance)
- intermittent (viewing the trenches after machining)
- partial (as and when seems appropriate).

An **intensive** watching brief was required by the GAPS design brief to monitor ground disturbing works within the existing churchyard to monitor the external drainage works. Further watching briefs will be required during the remaining renovation works, as defined in the GAPS brief; these will be discussed in separate reports.

The excavation of the external pipe trench was undertaken by the contractor *Eden Landscapes* and was manually excavated. The trench was orientated east – west, between the eastern face of the church and the retaining wall (Figure 05). Additional work was undertaken in the form of breaching the adjacent retaining wall that encloses the churchyard. This work was in addition to what was outlined in the project specification but GAPS were contacted, verbal permission was given and the wall was recorded in advance of the breach.

3.2 Fieldwork Methodology

- Site attendance was recorded with GAT watching brief pro-formas;
- Photographic images were taken with a digital SLR (Nikon D40X) camera set to maximum resolution (3872 × 2592 10 effective megapixels) in RAW format and has

been converted to TIFF and JPEG format for archiving using Adobe Photoshop. In total 16 photographs were taken for this watching brief. A complete table of metadata with details of each photographic image taken, including descriptions and directions of shot, were produced using Microsoft Access (archive images G2488_001 to G2488_016; see Appendix II for a reproduction of the metadata);

- Subsurface remains, in the form of the footing of the east church wall and the base of the box tomb were recorded with scaled photographs and detailed in GAT pro-formas; and
- A location plan of the drainage trench and adjacent features was drawn at 1:20 scale on GAT A2 pro-forma permatrace (Sheet No. 1, Drawing No. 1; Figure 05).

4.0 WATCHING BRIEF RESULTS

The watching brief of the pipe trench was undertaken on Wednesday 23rd November within the grounds of Eglwys Llechcynfarwy, Carmel, Ynys Môn (Primary Reference Number (PRN) 938; NGR SH38118109; Figure 01). The pipe trench was positioned at the eastern end of the churchyard, through a narrow gap (approximately 1.50m wide) between visible grave plots (Plate 01). The pipe trench was manually excavated by the contractor *Eden Landscapes* (Plate 02) and was monitored by a GAT archaeologist.

The pipe trench was excavated from the east face of the church, through the churchyard (Plate 03) and the adjacent retaining wall (Plate 04; Figure 05). The trench had a length of 5.0m, with a variable depth of between 0.50m and 0.65m, and an average width of 0.40m. It was orientated east – west.

The trench was excavated through one continuous layer of fine, compact mid – dark brown gravelly clay mixed with frequent small angular stones and tree roots. No subsoil or natural deposits were encountered during the excavation of the trench. In addition, no artefacts, cemetery furniture or skeletal remains were identified within the fill of the trench.

The pipe trench though did uncover the footing of the east church wall, which was exposed to a depth of 0.36m (Plate 05). The footing was stepped and consisted of rough schist local stone. The south face of the trench also exposed the base of an adjacent 19th century chest tomb. The base consisted of a narrow strip of stone covered in lime mortar, with a length of 1.90m and depth of 0.07m; it was 0.22m below current ground level (Plate 06). The chest tomb had a maximum length of 1.88m, width of 0.68m and visible height of 0.50m. The body of the tomb consisted of yellow engineering bricks, with five courses visible, and a yellow sandstone lid which had a metal plate with inscribed lettering, positioned close to the centre.

Further to consultation with GAPS along with scaled photographs and documentation prior to disturbance, the pipe trench was extended through the retaining wall of the churchyard. The wall had a maximum height of 1.50m in the field adjacent to the church (Plate 07) and 0.40m within the churchyard (Plate 08), with a width of 0.75m. It consisted of a random assortment of sub-angular and sub-rounded field stones (Plate 09) that may have been originally of dry-stone build but in recent years it has been capped and faced with concrete.

5.0 CONCLUSION

Gwynedd Archaeological Trust (GAT) has been asked by *Shan Robinson* to undertake a watching brief of the excavation of a pipe trench within the grounds of Eglwys Llechcynfarwy, Carmel, Ynys Môn. This watching brief report is solely for the external drainage works at the eastern end of the church.

The excavation of the pipe trench uncovered the footing of the east wall of the church along with the base of a 19th century chest tomb. The depth of the homogenous fill within the trench and the absence of subsoil or natural underlines how raised the churchyard is to its immediate surroundings especially compared to the field to the immediate east and south of the church. A church is documented to have been present on this site from the mid-13th century. Given the prolonged use of the church and the adjacent area as a churchyard, this would have raised the ground level over time and would have supplemented the spur of high ground on which the church is built. The ground to the east and south of the church steadily descends into the valley of the Afon Caradog. The absence of skeletal remains may well imply ordered grave plots within the churchyard, however given its longevity this would be considered unlikely and it is more likely that the acidic soil has resulted in poor bone and grave preservation.

6.0 SOURCES CONSULTED

1. Davidson, A., Hopewell, D., Kenney, J. & Longley, D., 2002, Early Medieval Burial and Ecclesiastical Sites 2001-2002. GAT Report 451;
2. Gwynedd Archaeological Planning Services design brief D3014, 22nd September 2016;
3. Historic England, 2004. *Human Bones from Archaeological Sites Guidelines for producing assessment documents and analytical reports*;
4. Historic England, 2005. *Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England*;
5. Longley, D. & Richards, A., 2000, Early Medieval Burial in Gwynedd. GAT Report 350;
6. First edition 1 mile to 25 inch Ordnance Survey sheet XX.8 (1889);
7. Second edition 1 mile to 25 inch Ordnance Survey sheet XX.8 (1900);
8. Third edition 1 mile to 25 inch Ordnance Survey sheet XX.8 (1924);
9. Royal Commission on Ancient and Historic Monuments of Wales 2015 Guidelines for digital archives.

FIGURE 01

Location Map. Based on 1:10000 Ordnance Survey County Series Map Sheet SH38. Scale: 1:2500@A4. Crown Copyright. All Rights Reserved. License number AL100020895.



Figure 01: Location Map. Based on 1:10000 Ordnance Survey County Series Map Sheet SH38.
Scale: 1:2500@A4. Crown Copyright. All Rights Reserved. License number AL100020895.

FIGURE 02

**Reproduction of Ordnance Survey County Series First Edition 1" to 25 mile
County Series Ordnance Survey Map (1889; Sheet XX.8). Scale: 1:2500@A4.**

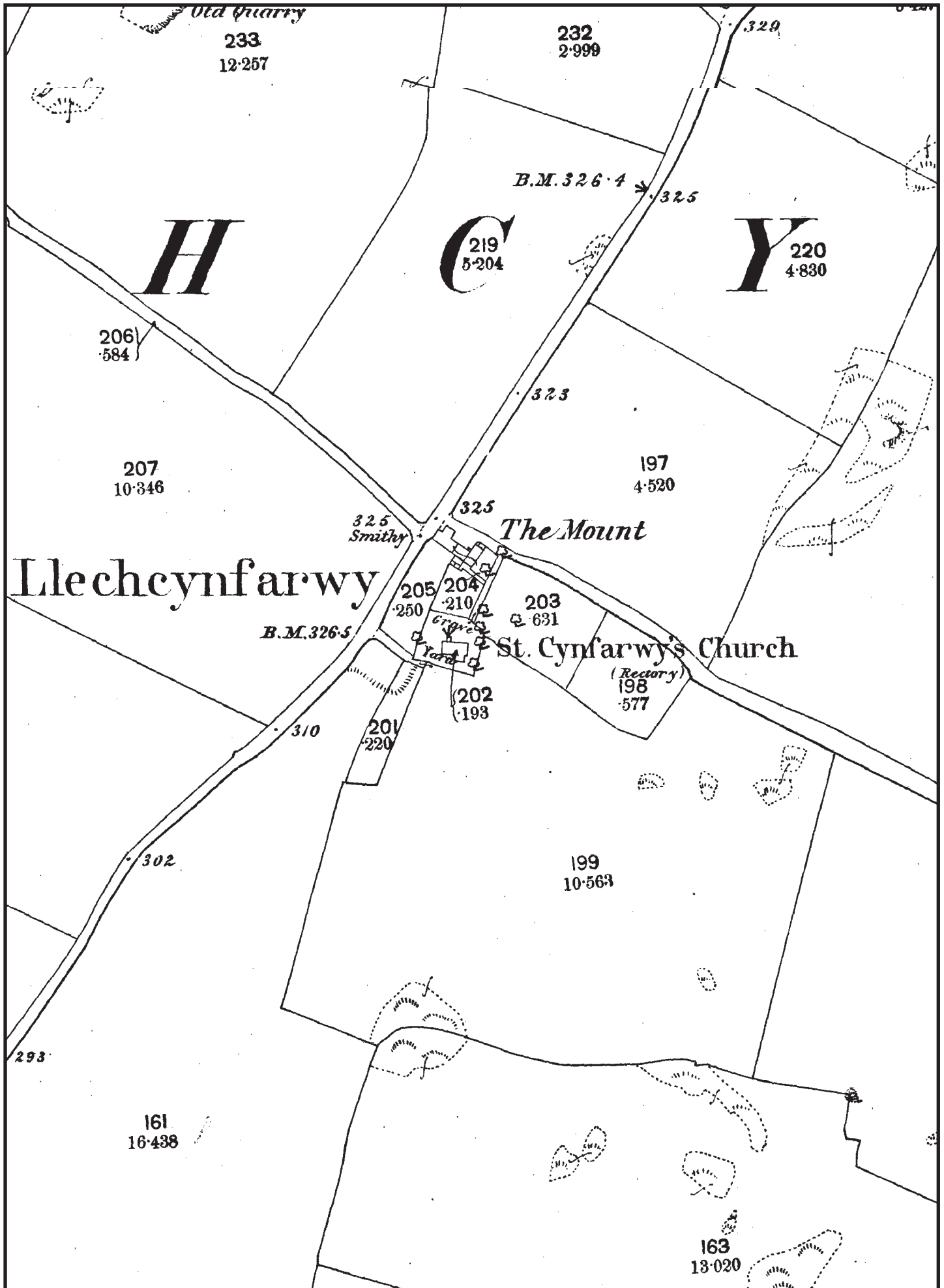


Figure 02: Reproduction of Ordnance Survey County Series First Edition 1" to 25 mile County Series Ordnance Survey Map (1889; Sheet XX.8). Scale: 1:2500@A4.

FIGURE 03

**Reproduction of Ordnance Survey County Series Second Edition 1" to 25 mile
County Series Ordnance Survey Map (1900; XX.8). Scale: 1:2500@A4.**

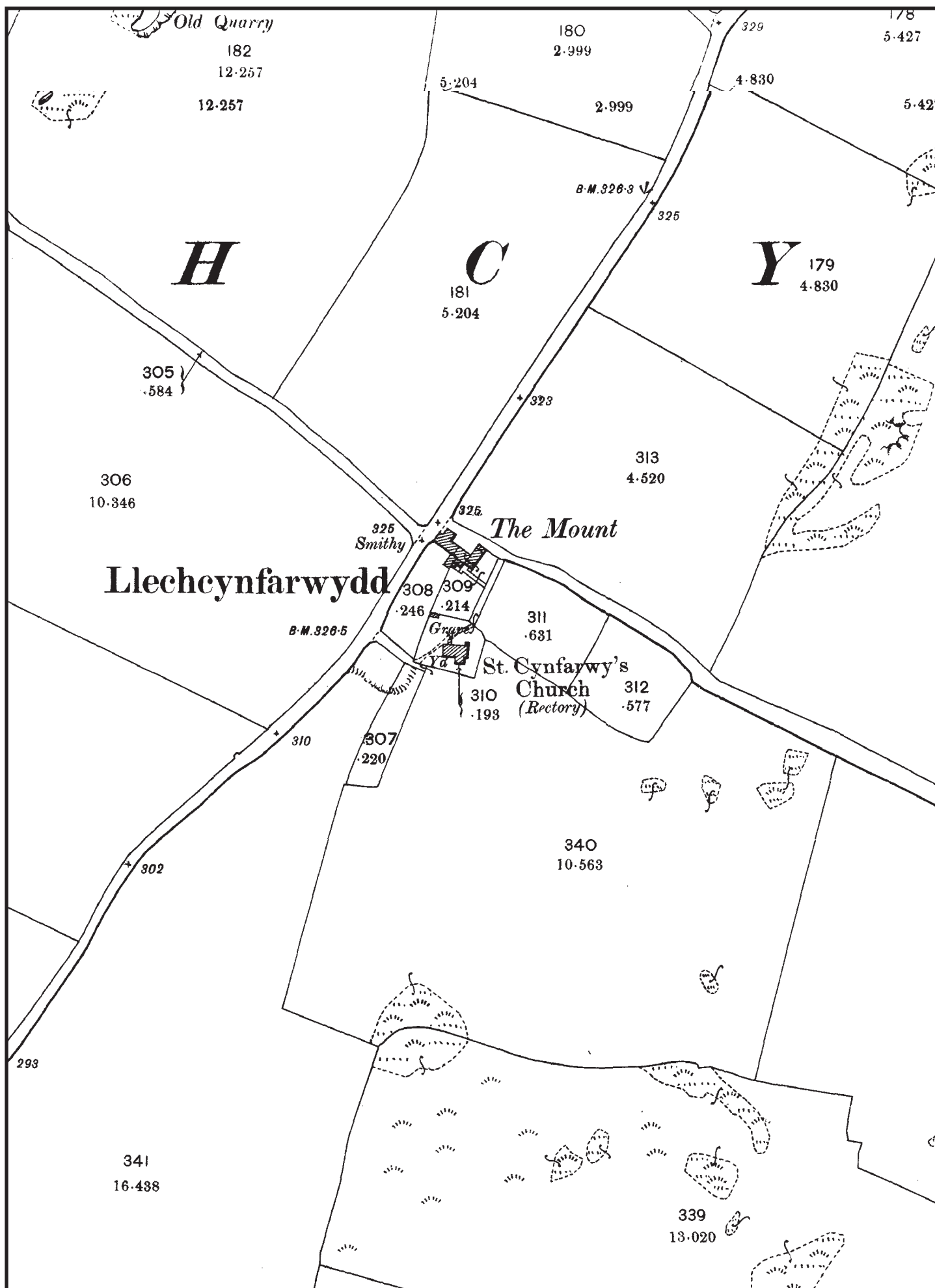


Figure 03: Reproduction of Ordnance Survey County Series Second Edition 1" to 25 mile County Series Ordnance Survey Map (1900; XX.8). Scale: 1:2500@A4.

FIGURE 04

**Reproduction of Ordnance Survey County Series Second Edition 1" to 25 mile
County Series Ordnance Survey Map (1924; XX.8). Scale: 1:2500@A4**

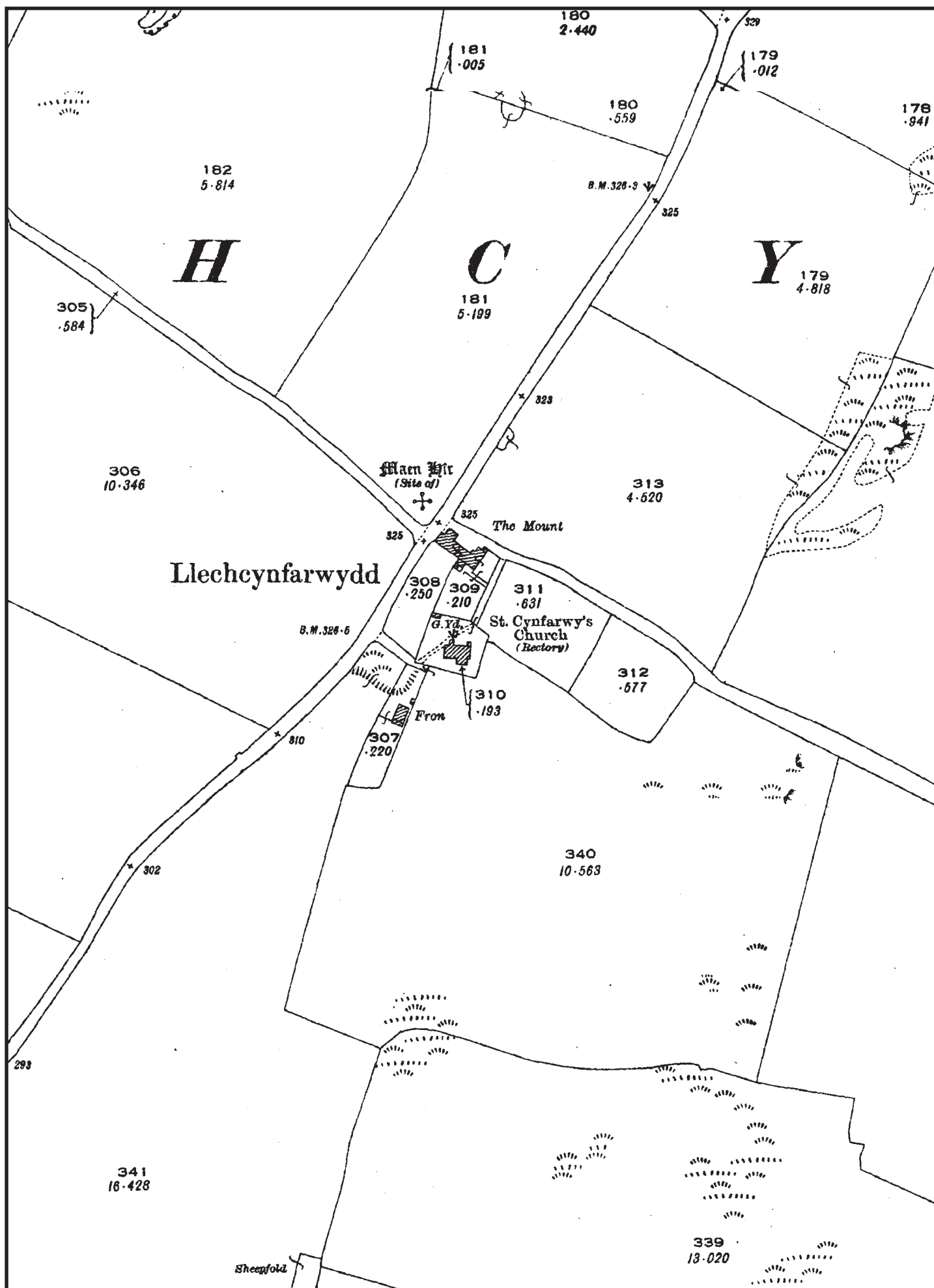


Figure 04: Reproduction of Ordnance Survey County Series Second Edition 1" to 25 mile County Series Ordnance Survey Map (1924; XX.8). Scale: 1:2500@A4

FIGURE 05

Location of pipe trench within the churchyard of Eglwys Llehcynfarwy. Scale 1:20 @ A2.

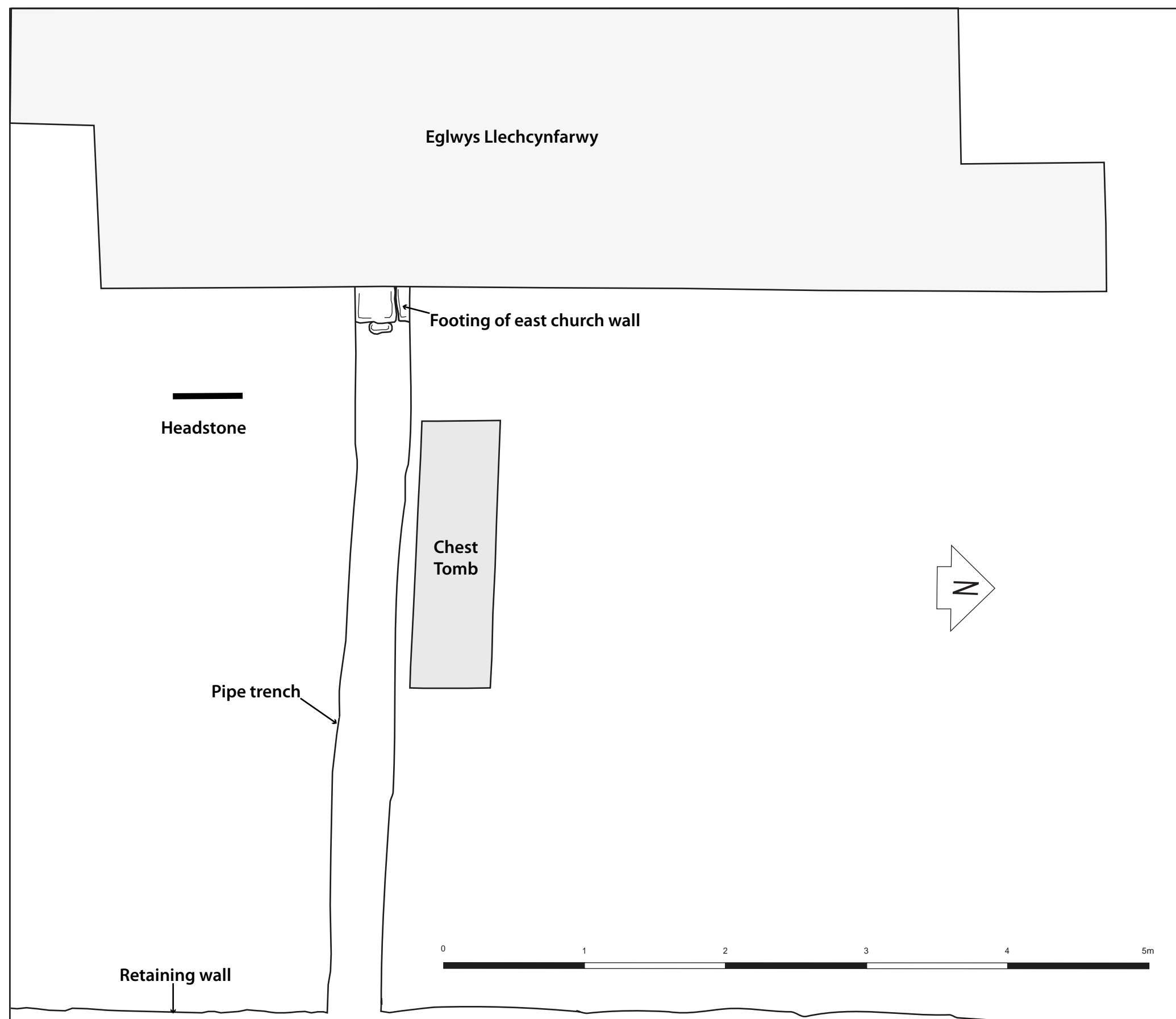


Figure 05: Location of pipe trench within the churchyard of Eglwys Llechcynfarwy.
Scale 1:20 @ A2.



Plate 01: Pre-commencement shot of the eastern end of the churchyard. Scale 1m. (photographic archive ref. G2488_001)



Plate 02: Manual excavation of pipe trench. (photographic archive ref. G2488_003)



Plate 03: The pipe trench excavated through the churchyard. Scale 1m.
(photographic archive ref. G2488_013)



Plate 04: Pipe trench breach through the retaining wall. Scale 1m. (photographic archive ref. G2488_015)



Plate 05: Footing of church wall exposed in the pipe trench. Scale 1m. (photographic archive ref. G2488_009).



Plate 06: Base of 19th century chest tomb exposed in south face of pipe trench. Scale 1m. (photographic archive ref. G2488_011).



Plate 07: Pre-demolition view of retaining wall from the adjacent field. Scale 1m. (photographic archive ref. G2488_007)



Plate 08: Pre-demolition view of the retaining wall from within the churchyard. Scale 1m. (photographic archive ref. G2488_005)



Plate 09: Section through retaining wall. Scale 1m. (photographic archive ref. G2488_014)

APPENDIX I

**Reproduction of Gwynedd Archaeological Planning Services design brief
D3014, 22nd September 2016**



BRIEF FOR ARCHAEOLOGICAL MITIGATION

Site: Eglwys Llechcynfarwy, Tref Alaw

Date: 22nd September 2016

National Grid Reference: 238120, 381092

Planning reference: 47C144C and 47C144B/LB

Applicant: Ms S Robinson

This brief is only valid for six months after the above date. After this period Gwynedd Archaeological Planning Service should be contacted.

It is recommended that the contractor appointed to carry out the archaeological work visits the site of the proposed development and consults the regional Historic Environment Record (HER) for north-west Wales before completing their specification. Gwynedd Archaeological Planning Service cannot guarantee the inclusion of all relevant information in the brief.

Key elements specific to this brief have been highlighted.

1.0 Site Location and Description

- 1.1 For the purposes of this brief the site comprises the disused St Cynfarwy's Church, churchyard, and an adjacent plot of land to the south and east of the churchyard, a total area of approximately 115 sq. m. The site is set back from the road in the southern quadrant of a staggered crossroads that forms the small rural hamlet of Llechcynfarwy, located towards the centre of the Isle of Anglesey, north Wales. The church occupies the southern end of a local rise at approximately 100m OD, with the surrounding pasture land (including the plot within the site) falling gently towards the south and giving distant views towards Snowdonia.

2.0 Archaeological Background and Nature of the Development

- 2.1 St Cynfarwy's church is a Grade II listed building (Cadw ref. 5396) as a simple rural church of medieval origins. It is said to retain medieval fabric and 17th century elements (principally the south chapel), but was substantially rebuilt and modernised by the prolific architect Henry Kennedy in the late 19th century. The church is documented from the mid 13th century, but earlier origins are indicated by the 12th century font, the recorded discovery of early medieval cist graves immediately west of the churchyard (PRN 2080) and an early medieval cross-incised stone (scheduled monument AN048), which no longer stands at the site. A prehistoric standing stone (PRN 2078) also formerly stood to the north-east of the church and having later become associated with the 7th century St Cynfarwy, is commemorated in the parish name.
- 2.2 Planning and listed building consent have been granted for the conversion of the church into a dwelling, with associated access, parking, sewerage and amenity provision in the adjacent land. The conversion works include installation of a mezzanine floor, renewal of the church roof covering and floor, localised repairs, and installation of drainage.



- 4.1 There is a potential for former floor surfaces, structural remains and pre-19th century graves to survive below the current floor surface of the church, which may be exposed or damaged by the floor replacement and mezzanine support construction. To a lesser extent, there is also potential for structural evidence of earlier phases of the church to be exposed within the upstanding fabric: such evidence may be present, but it is understood that works to interior finishes are to be minimally intrusive.
- 4.2 The church has previously been subject to a photographic survey by the RCAHMW (NPRN 206) and this provides an adequate record of the existing structure. However, the potential for earlier phases to be revealed by renovation work requires that the mitigation programme should include monitoring of any intrusive works to the building.
- 2.3 As demonstrated by the recorded cist graves, the extent of early medieval burials exceeds the small churchyard boundary and evidence from comparable sites implies that there is potential for further early burials on all sides of the church. These may be encountered by works to create the new access, parking, sewage and drainage provision, both within the churchyard and in the adjacent land. Accounts of the known cist graves suggest that there is no bone preservation, but such graves are nonetheless significant archaeology that require a suitable response.
- 2.4 The following documentation should be consulted in relation to this brief:
- ‘Graves near Llechcynfarwy Church’, anon., *Transactions of the Anglesey Antiquarian Society* 1928 (p.96-97) and 1936 (p.190-191)
 - Edwards, N, 2013, *A Corpus of Early Medieval Inscribed Stones and Stone Sculpture in Wales Volume III: North Wales* (p.218)
 - RCAHMW, 1937, *Inventory of Ancient Monuments in Anglesey* (p.116)
 - Planning documentation associated with the proposals
 - Relevant HER and RCAHMW data

3.0 Archaeological Requirements

- 3.1 This is a *brief* for a staged programme of archaeological works to mitigate the impact of the development, to be undertaken as a condition of planning and listed building consent, in accordance with Planning Policy Wales 8 (2016) and Welsh Office Circular 60/96: Planning and the Historic Environment - Archaeology. The archaeological mitigation programme will comprise: **archaeological strip, map and record; archaeological watching brief; desk-based research; and post-excavation work** as appropriate to the discoveries made.
- 3.2 The objectives of the archaeological programme are to ensure, where appropriate, the preservation of significant archaeology encountered by the scheme; to increase understanding of the site's history, development and significance; and to ensure the identification, recording and interpretation of any information revealed during the course of the works.
- 3.3 In the event that significant or complex archaeology is identified (such as human remains), an appropriate approach will need to be agreed through discussion between GAPS, the applicant and the archaeological contractor, for example to consider whether the remains can be preserved in situ by development design modification.



- 3.4 Any additional stages of work further to the work described by this brief will require prior approval of a new detailed specification by Gwynedd Archaeological Planning Service.
- 3.5 This *brief* should be used by the archaeological contractor as the basis for the preparation of a detailed written archaeological *specification*. Before the work commences, the specification must be submitted to the Gwynedd Archaeological Planning Service for approval and the approved specification sent to the Local Planning Authority by the applicant in order to allow the relevant planning condition to be discharged.
- 3.6 The *specification* should contain, as a minimum, the following elements:
- details of the proposed works as precisely as is reasonably possible, indicating clearly on a plan their location and extent
 - a research design which sets out the site-specific objectives of the archaeological works
 - field methodology
 - methods of recording, including the collection and disposal strategy for artefacts and ecofacts
 - arrangement for immediate conservation of artefacts
 - post-fieldwork methodology
 - the level and grade of all key project staff
 - details of external specialists
 - a timetable for the proposed works, including contingency if appropriate
 - the intended method of publication
 - archive deposition
 - reference to relevant legislation
 - health and safety considerations
 - monitoring procedures

4.0 Mitigation detail

- 4.1 A full drawn, written and photographic record must be made of any archaeological features, structures and deposits that may be revealed during all elements of the work. The record should include general 'working shots' and at least one detailed site plan, illustrating the nature and location of the works undertaken.

Strip, map and record

- 4.2 Archaeological strip, map and record is the mechanical removal of spits of soil under archaeological direction within a defined area, until archaeology or glacial geological deposits are reached. The machine must be fitted with a toothless bucket; bulldozers may not be used. Subsequent investigation is undertaken by hand, following the normal principles of archaeological excavation and the Standards and Guidance of the Chartered Institute for Archaeologists.



- 4.3 The area to be subject to archaeological strip, map and record should encompass the area proposed for parking and drainage, as indicated on planning drawing 1118-A3-02, dated August 2015. The area to be stripped must include the whole area of ground disturbing construction works, but need not entail the whole of the red line boundary if parts are to be undisturbed.

Watching brief

- 4.4 The purpose of the archaeological watching brief is to ensure the investigation and recording of any archaeological evidence which is not identified and/or cannot be addressed prior to construction. This may include evidence of earlier structures, boundaries or burials.

- 4.5 The archaeological watching brief will comprise the following elements:

- attendance on an *intensive* basis on any ground disturbing works within the existing churchyard
- attendance on an *intensive* basis on removal of the church floor
- attendance on an *intermittent* basis (investigation and recording following removal of current surfaces) on works to the upstanding building, e.g. replastering
- *archaeological excavation* of footings for mezzanine supports

- 4.6 Following removal of the current church floor, the exposed soil should be subject to manual archaeological cleaning prior to any further construction work, to establish the presence/absence of archaeological deposits and allow any necessary recording of such deposits to take place.

- 4.7 The monitoring of works is to be undertaken in a manner that allows for the immediate cessation of development for the recording of archaeological evidence. Agreement must be reached between the archaeologist and developer in order that this is achieved.

Desk-based research

- 4.8 Sufficient desk-based research must be undertaken to enable informed interpretation of the results and to place the results in their local, regional and national context. As a minimum, such research should include information available in the regional Historic Environment Record, the National Monuments Record of Wales and where relevant, the county records office, and should include both published sources and the unpublished results of any relevant archaeological work.

Post-excavation programme

- 4.9 On completion of fieldwork, a post-excavation programme commensurate with the nature and significance of the archaeology encountered should be undertaken. This may entail cleaning, conservation and analysis of any artefactual material, processing of any soil samples taken, or other specialist analysis. Depending on the scale and significance of discoveries, this may be implemented through the staged process defined in *Management of Archaeological Projects 2* (MAP2) or may follow



on directly from fieldwork in a single report. The approach to be taken must be agreed with GAPS in advance.

Report

- 4.10 The results must be presented in a bound report and laid out in such a way that data and supporting text are readily cross-referenced. The HER Officer should be contacted to ensure that any sites or monuments not previously recorded in the HER are given a Primary Record Number (PRN) and that data structure is compatible with the HER.
- 4.11 Any relevant desk-based sources included for the purposes of interpretation and analysis must be fully referenced, and related to both the archaeological mitigation work and the development proposals.
- 4.12 The archaeological contractor will ensure that sufficient resource is made available for a post-excavation programme to result in a full archive report.
- 4.13 The final report should specifically include the following:
- a) a copy of the design brief and agreed specification
 - b) a location plan based on current OS mapping at an appropriate scale
 - c) sufficient historical and archaeological detail to allow interpretation of the results and to support assessment of significance
 - d) all identified features and significant finds plotted on an appropriately scaled site plan
 - e) full dimensional and descriptive detail of all identified features and significant finds
 - f) a full bibliography of sources consulted
 - g) an archive compact disc
- 4.14 Where relevant, specialist studies of environmental data must include a *statement of potential*. All specialist reports used in the preparation of this statement must be reproduced **in full** as appendices to the report.

5.0 General requirements

- 5.1 The archaeological programme must be undertaken by an appropriately qualified individual or organisation, fully experienced in work of this character.
- 5.2 Details, including the name, qualifications and experience of the project director and all other key project personnel (including specialist staff) should be communicated to the Gwynedd Archaeological Planning Service and all written work attributed to an author(s).
- 5.3 Contractors and subcontractors are expected to conform to standard professional guidelines. The following are of particular relevance to this project:
- Brown D. H., 2007. *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation*. Archaeological Archives Forum
 - English Heritage, 1991. *Management of Archaeological Projects (MAP2)*

- English Heritage, 2006. *Management Of Research Projects in the Historic Environment (MORPHE)*
- Historic England, 2016. *Understanding Historic Buildings: A guide to good recording practice*
- Richards, J. & Robinson, D., 2000. *Digital Archives from Excavation and Fieldwork: Guide to Good Practice* (Second Edition). The Archaeology Data Service Guide to Good Practice: Oxbow Books <http://ads.ahds.ac.uk/project/goodguides/excavation/>
- Royal Commission on Ancient and Historic Monuments of Wales 2015 Guidelines for digital archives <http://www.rcahmw.gov.uk/media/681.pdf>
- The Chartered Institute for Archaeologists, December 2014. *Code of Conduct*
- The Chartered Institute for Archaeologists, December 2014. *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology*
- The Chartered Institute for Archaeologists, December 2014. *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures*
- The Chartered Institute for Archaeologists, December 2014. *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*
- The Chartered Institute for Archaeologists, December 2014. *Standard and Guidance for an Archaeological Watching Brief*
- The Chartered Institute for Archaeologists, December 2014. *Standard and Guidance for Archaeological Excavation*
- The Chartered Institute for Archaeologists, December 2014. *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives*

5.4 Many people in North Wales speak Welsh as their first language, and many of the archive and documentary references are in Welsh. Contractors should therefore give due consideration to their ability to understand and converse in Welsh.

5.5 The archaeological contractor must satisfy themselves that all constraints to groundworks have been identified, including the siting of live services, Tree Preservation Orders and public footpaths. Gwynedd Archaeological Planning Service bears no responsibility for the inclusion or exclusion of such information within this brief.

5.6 Any changes to the specifications that the archaeological contractor may wish to make after approval by this office should be communicated to Gwynedd Archaeological Planning Service and approved before implementation.

5.7 Care must be taken in dealing with human remains and the appropriate environmental health regulations followed. Gwynedd Archaeological Planning Service, the Church in Wales and the local Coroner must be informed immediately human remains are discovered.

5.8 Arrangements for the long-term storage and deposition of all artefacts must be agreed with the landowner and Gwynedd Archaeological Planning Service before the commencement of investigation.



- 5.9 The involvement of Gwynedd Archaeological Planning Service should be acknowledged in any report or publication generated by this project.
- 5.10 A full archive including plans, photographs, written material and any other material resulting from the project should be prepared in accordance with standard guidance. All plans, photographs and descriptions should be labelled, cross-referenced and lodged in an appropriate place (to be agreed with Gwynedd Archaeological Planning Service) within six months of the completion of the project.
- 5.11 Two copies of the bound report must be sent to the address below, one copy marked for the attention of the Development Control Archaeologist, the other for attention of the HER Officer, who will deposit the copy in the HER.
- 5.12 At least one further copy of the report will be required by the local planning authority and will need to be submitted by the applicant as part of any application to discharge the relevant planning conditions. The contractor should ensure that the applicant is aware of this requirement and that the roles and processes for meeting this obligation are clearly understood.

6.0 Curatorial monitoring

- 6.1 The project will be monitored by Gwynedd Archaeological Planning Service to ensure the fulfilment of the brief and specifications. The Development Control Archaeologist will normally review the progress of reports and archive preparation. The archaeological contractor must inform Gwynedd Archaeological Planning Service in writing of the proposed start dates for the project and any subsequent phases of work.

7.0 Glossary of terms

Archaeological Contractor

A professionally qualified individual or an organisation containing professionally qualified archaeological staff, able to offer appropriate and satisfactory treatment of the archaeological resource, retained by the developer to carry out archaeological work either prior to the submission of a planning application or as a requirement of the planning process.

Archaeological Curator

A person, or organisation, responsible for the conservation and management of archaeological evidence by virtue of official or statutory duties. In north-west Wales the archaeological advisors to the Local Planning Authorities are the Gwynedd Archaeological Planning Service, who work to the Welsh Archaeological Trusts' *Curators' Code of Practice*.

Archive

An ordered collection of all documents and artefacts from an archaeological project, which at the conclusion of the work should be deposited at a public repository, such as the local museum.

Brief

The Association of Local Government Archaeological Officers (1993) defines a *brief* as an outline framework of the planning and archaeological situation which has to

be addressed, together with an indication of the scope of works that will be required.

Historic Environment Record (HER)

A *documentary* record of known sites in a given area. In north-west Wales the HER is curated by the curatorial division of the Gwynedd Archaeological Trust.

Specification

The Association of Local Government Archaeological Officers (1993) defines a *specification* as a schedule of works outlined in sufficient detail to be quantifiable, implemented and monitored.

Watching brief

A formal programme of observation during non-archaeological works in order to identify, investigate and record any archaeological remains which may be present.

8.0 Further information

- 8.1 This document outlines best practice expected for a programme of archaeological mitigation but cannot fully anticipate the conditions that will be encountered as work progresses. If requirements of the brief cannot be met they should only be excluded or altered after gaining written approval of the Gwynedd Archaeological Planning Service.
- 8.2 Further details or clarification of any aspects of the brief may be obtained from the Development Control Archaeologist at the address below.

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Archaeolegydd Rheoli Datblygiad - Development Control Archaeologist

Gwasanaeth Cynllunio Archaeolegol Gwynedd - Gwynedd Archaeological Planning Service
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APPENDIX II

Reproduction of GAT Photographic Metadata

File reference	Project name	Project phase	PRN	Contexts	Description	View from	Scale (s)	Type	Date	Originating person
G2488_001	Eglws Llechcyn farwy	Watching Brief			Pre-commencement shot of pipe trench area in the graveyard	E	1m	Photograph	23/11/2016	Stuart Reilly
G2488_002	Eglws Llechcyn farwy	Watching Brief			Pre-commencement shot of pipe trench area in the graveyard	W	1m	Photograph	23/11/2016	Stuart Reilly
G2488_003	Eglws Llechcyn farwy	Watching Brief			Manual excavation of pipe trench	E		Photograph	23/11/2016	Stuart Reilly
G2488_004	Eglws Llechcyn farwy	Watching Brief			Manual excavation of pipe trench	E		Photograph	23/11/2016	Stuart Reilly
G2488_005	Eglws Llechcyn farwy	Watching Brief			View of inside edge of stone wall and trench before demolition	W	1m	Photograph	23/11/2016	Stuart Reilly
G2488_006	Eglws Llechcyn farwy	Watching Brief			Wide view of wall and trench before demolition	W	1m	Photograph	23/11/2016	Stuart Reilly
G2488_007	Eglws Llechcyn farwy	Watching Brief			Pre-demolition view of wall from adjacent field	E	1m	Photograph	23/11/2016	Stuart Reilly
G2488_008	Eglws Llechcyn farwy	Watching Brief			Working shot of demolition of the wall	W		Photograph	23/11/2016	Stuart Reilly

File reference	Project name	Project phase	PRN	Contexts	Description	View from	Scale (s)	Type	Date	Originating person
G2488_009	Eglws Llehcyn farwy	Watching Brief			Footing of church wall exposed in pipe trench	E	1m	Photograph	23/11/2016	Stuart Reilly
G2488_010	Eglws Llehcyn farwy	Watching Brief			Close-up of church wall footing	E	1m	Photograph	23/11/2016	Stuart Reilly
G2488_011	Eglws Llehcyn farwy	Watching Brief			View of north side of pipe trench with box tomb and stone footing	S	1m	Photograph	23/11/2016	Stuart Reilly
G2488_012	Eglws Llehcyn farwy	Watching Brief			Pipe trench and adjacent box tomb	SE	1m	Photograph	23/11/2016	Stuart Reilly
G2488_013	Eglws Llehcyn farwy	Watching Brief			View of excavated pipe trench	E	1m	Photograph	23/11/2016	Stuart Reilly
G2488_014	Eglws Llehcyn farwy	Watching Brief			View of section through wall	NW	1m	Photograph	23/11/2016	Stuart Reilly
G2488_015	Eglws Llehcyn farwy	Watching Brief			Wide view of section through wall; from adjacent field	E	1m	Photograph	23/11/2016	Stuart Reilly
G2488_016	Eglws Llehcyn farwy	Watching Brief			Close-up of trench view through wall section	E	1m	Photograph	23/11/2016	Stuart Reilly



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