

# FFERM COLEG GLYNLLIFON / GLYNLLIFON COLLEGE FARM

MAEN HIR: COFNOD FFOTOGRAFFIG  
STANDING STONE: PHOTOGRAPHIC RECORD



Ymddiriedolaeth Archaeolegol Gwynedd  
Gwynedd Archaeological Trust

# FFERM COLEG GLYNLLIFON / GLYNLLIFON COLLEGE FARM

## MAEN HIR: COFNOD FFOTOGRAFFIG STANDING STONE: PHOTOGRAPHIC RECORD

Prif Gyfeirnod Cofnod Amgylchedd Hanesyddol /  
Historic Environment Record Event Primary Reference Number: 46642

Prosiect Rhif / Project No. G2743

Adroddiad Rhif / Report No. 1713

Wedi'i baratoi ar gyfer / Prepared for: Grŵp Llandrillo Menai

Gorffenhaf 2023 / July 2023

Ysgrifenydd gan / Written by: Jessie Baumgardner and Mike Woods

Darlun blaen clawr: Golygfa o garreg o W yn dangos maes cyfagos (cyfeirnod archif: G2743\_010)  
Front Cover image: View of stone from W showing adjacent field (archive reference number: G2743\_010)

Cyhoeddwyd gan Ymddiriedolaeth Archaeolegol Gwynedd  
Ymddiriedolaeth Archaeolegol Gwynedd  
Craig Beuno, Ffordd y Garth,  
Bangor, Gwynedd, LL57 2RT

Published by Gwynedd Archaeological Trust  
Gwynedd Archaeological Trust  
Craig Beuno, Garth Road,  
Bangor, Gwynedd, LL57 2RT

Cadeiryddes/Chair - Yr Athro/David Elis-Williams MA(Oxon), MSc, CPFA  
Prif Archaeolegydd/Chief Archaeologist - Andrew Davidson, B.A., MCIfA

Mae Ymddiriedolaeth Archaeolegol Gwynedd yn Gwmni Cyfyngedig (Ref Cof. 1180515) ac yn Elusen (Rhif Cof. 508849)  
Gwynedd Archaeological Trust is both a Limited Company (Reg No. 1180515) and a Charity (reg No. 508849)

Approvals Table				
	Role	Printed Name	Signature	Date
Originated by	Document Author	Jessie Baumgardner		19/06/2023
Reviewed by	Document Reviewer	Jessie Baumgardner		19/06/2023
Approved by	Principal Archaeologist	John Roberts		04/07/2023

Revision History			
Rev No.	Summary of Changes	Ref Section	Purpose of Issue

## CONTENTS

CRYNHODEB ANHECHNEGOL.....	4
NON-TECHNICAL SUMMARY.....	4
1 INTRODUCTION.....	5
2 METHOD STATEMENT.....	7
2.1 Introduction.....	7
2.2 Photographic Record.....	8
2.3 Written Record.....	9
2.4 Dissemination & Archiving.....	10
3 RESULTS.....	11
4 CONCLUSION.....	12
5 SOURCES CONSULTED.....	13
Appendix I.....	15
Gwynedd Archaeological Trust Written Scheme of Investigation.....	15
Appendix II.....	16
Gwynedd Archaeological Trust Photographic Metadata Archive.....	16
Appendix III.....	17
Gwynedd Archaeological Trust Selection Strategy Final Version.....	17



## FIGURES

Figure 01: Reproduction of report GAT\_1656 Figure 15 Detailing the Location of Archaeological Assets within a 1km Study Area

Figure 02: Location of geophysical survey anomalies (grey) from GAT Report 867 in relation to the dairy farm and shed development layout (red) and asset numbers (purple). Scale: 1 to 2500@A4.

Figure 03: Zoomed-in version of Figure 02, showing locations and directions of photographic archive.

## PLATES

Plate 1: Elevation of standing stone NW; scale 1m; view from NW (archive reference: G2743\_BR\_001).

Plate 2: Elevation of standing stone, oblique angle; scale 1m; view from NW (archive reference: G2743\_BR\_002).

Plate 3: Face of standing stone NE; scale 1m; view from NE (archive reference: G2743\_BR\_003).

Plate 4: Southwest face of standing stone, oblique angle; scale 1m; view from S (archive reference: G2743\_BR\_004).

Plate 5: Close-up of iron gate hook in southwest face of standing stone; scale N/A; view from S (archive reference: G2743\_BR\_005).

Plate 6: Shot showing stone in relation to tank and fence; scale 1m; view from S (archive reference: G2743\_BR\_006).

Plate 7: View of stone in relation to adjacent field; scale 1m; view from SW (archive reference: G2743\_BR\_007).

Plate 8: Far off shot showing stone in relation to tank and fence; scale 1m; view from SW (archive reference: G2743\_BR\_008).

Plate 9: View of standing stone from elevation (fence); scale 1m; view from N (archive reference: G2743\_BR\_009).

Plate 10: View of standing stone and tank (adjacent pipe) from the NE; scale 1m; view from NE (archive reference: G2743\_BR\_010).

Plate 11: View of stone from W showing adjacent field; scale 1m; view from W (archive reference: G2743\_BR\_011).

## ***CRYNHODEB ANHECHNEGOL***

*Yn 2023 comisiynwyd Ymddiriedolaeth Archaeolegol Gwynedd gan Grŵp Llandrillo Menai i ymgymryd â hanes ffotograffig o garreg hir cyn adeiladu Canolfan Economi Wledig ar dir yn agos i'r heneb ar ystad coleg fferm Glynllifon. Roedd yr arolwg ffotograffig o'r maen hir yn cynnwys 11 Delweddau, a oedd yn cynnwys ffotograffau wedi'u tynnu o ffensys cysylltiedig, ffiniau caeau a'r tanc slyri sydd wrth ymyl yr heneb.*

## ***NON-TECHNICAL SUMMARY***

*In 2023 Gwynedd Archaeological Trust was commissioned by Grŵp Llandrillo Menai to undertake a photographic record of a standing stone ahead of the construction of a Rural Economy Hub on land close to the monument on the Glynllifon farm college estate. The photographic survey of the standing stone comprised of 11 Images, which included photographs taken of associated fences, field boundaries and the slurry tank that is next to the monument.*

# 1 INTRODUCTION

Gwynedd Archaeological Trust (GAT) has undertaken a photographic record of a prehistoric standing stone (Primary Reference Number (PRN) 12,904) located at Glynllifon College Farm, Ffordd Clynnog, Llandwrog, Gwynedd (SH46055501; post code LL54 5DU; cf. Figure 01) in advance of a proposed development of a Sheep Farm and Centre. The proposed development includes the demolition of existing lambing and sheep sheds, and erection of two livestock sheds together with associated facilities and milking parlour, a landscaping bund and associated works. The photographic record was carried out prior to any construction or demolition works.

The standing stone is Bronze Age in date and is a statutory designated scheduled monument (ref.: Cn356) and is located at NGR SH4577155574.

GAT completed an archaeological assessment of the development proposal in 2022 (report GAT\_1656). The assessment listed the standing stone as Asset 10 (cf. Figures 1 and 2) and stated the stone probably dates to the Bronze Age and -was first depicted on the 1918 third edition Caernarvonshire County Series 25-inch County Series Ordnance Survey map (Sheets XX.3 and XX.7). The report also stated that there were other standing stones in the local area, including PRN 5529, c.430m to the southwest, a three metre high Bronze Age standing stone at Maen Llwyd (PRN 1313) to the south in Glynllifon Park and PRN 2265 located near Bodfan c.1km to the west.

The photographic record was undertaken in May 2023 in support of planning application C22/0953/17/LL and in accordance with the following standards and guidance:

- Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) Version 2 (The Welsh Archaeological Trusts, 2020);
- Guidelines for digital archives (Royal Commission on Ancient and Historic Monuments of Wales, 2015).
- Management of Archaeological Projects (English Heritage, 1991);
- Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide (Historic England, 2015);
- Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures (Chartered Institute for Archaeologists, 2020);
- Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials (Chartered Institute for Archaeologists, 2020);

- Standard and guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives (Chartered Institute for Archaeologists, 2020).

Gwynedd Archaeological Trust is certified to ISO 9001:2015 and ISO 14001:2015 (Cert. No. 74180/A/0001/UK/En) and is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA).

The archaeological mitigation was monitored by the Gwynedd Archaeological Planning Service (GAPS) and undertaken in accordance with an approved written scheme of investigation (cf. Appendix I). In line with the GAPS Environment Record (HER) requirements, the HER was contacted at the onset of the project to ensure that any data arising was formatted in a manner suitable for accession to the HER and followed the guidance set out in Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) (The Welsh Archaeological Trusts, 2022). The GAT HER Enquiry Number for this project is **GATHER1852** and the Event PRN is **46642**.

## 2 METHOD STATEMENT

### 2.1 Introduction

A photographic record of a Bronze Age standing stone was required in advance of development works for a nearby dairy farm/cow shed, located at Glynllifon College Farm (cf. Figure 01). The photographic record was completed during May 2023 and was undertaken in accordance with *Understanding Historic Buildings: A Guide to Good Recording Practice* (Historic England, 2016). In addition to the photographic and written record, a digital survey of the location of the standing stone was completed using a *Trimble R8* GPS unit; the survey recorded the outline of the standing stone in plan and the immediate environs, including a fence line and part of the slurry tank. It is intended that a further record is made of the standing stone during the archaeological watching brief groundworks, as the slurry tank will be removed, allowing for a more expansive record.

## 2.2 Photographic Record

The photographic record included the following as a minimum:

- General views of the standing stone in its wider setting.
- A series of oblique views to give an overall impression of size, shape and immediate setting.
- The overall appearance of the standing stone.
- Relevant detail, which in this instance included as iron gate post fitting visible on the northwest face.
- A photographic register detailing the photo number, the location and direction of each view, and the composition of the shot.
- A plan detailing the photo number, the location and direction of each image taken.
- Archive quality photographs using a digital SLR and a clearly visible, graduated metric scale.

Photographic images were taken using a Nikon D3100 camera set to maximum resolution (4,608 × 3,072; 14.2 effective megapixels) in RAW format. The photographic record was maintained on site using GAT pro-formas and digitised in Microsoft Excel and Access as part of the fieldwork archive and dissemination process; the archive numbering system was G2743\_BR\_BR\_001 to G2743\_BR\_BR\_011. The photographic images were converted to TIFF for final archiving using Adobe Photoshop.

## **2.3 Written Record**

The Written Record comprised:

- The precise location of the standing as a National Grid reference;
- The statutory designation;
- The date when the record was made and the names of the recorders and the location of any archive material.
- A summary statement describing the standing stone, as apparent from a superficial inspection.

The written record was completed using a GAT pro-forma.



## 2.4 Dissemination & Archiving

The physical archive is stored in a designated project folder and the location confirmed in the Data Management Plan; the digital dataset is stored on a dedicated Trust server, with the location confirmed in the Data Management Plan via a specific hyperlink. The working project archive in this instance comprises digital data including photographic data, documentation, and written data, as well as paper records, including project pro-formas. The Data Management Plan is stored on a project specific form in the GAT project database (format: Microsoft Access) and a Selection Strategy has been completed and appended (cf. Appendix III). The following dissemination and archiving of the report and digital dataset will be applied:

- A digital report will be provided to Grŵp Llandrillo Menai and Gwynedd Archaeological Planning Service (draft report then final report);
- A digital report will be provided to the regional Historic Environment Record; this will be submitted within six months of project completion, along with a digital dataset comprising an Event PRN summary. The report and dataset will be submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 2); and
- A digital report and digital archive dataset will be provided to Royal Commission on Ancient and Historic Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset has been prepared in the format required by RCAHMW and includes:
  - Photographic metadata (Microsoft Access);
  - Photographic archive (TIFF format);
  - Project Information form (Excel);
  - File Information form (Excel) – Microsoft Word report text final;
  - File Information form (Excel) – Photographic metadata (general);
  - File Information form (Excel) – Adobe PDF report final; and
  - File Information form (Excel) - Photographic metadata (detail).

### 3 RESULTS

The standing stone is located at NGR SH4577155574 (cf. Figure 01) and has non-statutory designation Primary Reference Number 12,904. It is located on land forming part of the existing dairy farm complex at Coleg Glynllifon and is in proximity to a dairy farm building, a cow shed, and two slurry tanks (Figure 02). The photographic record was undertaken May 18<sup>th</sup> 2023 by Mike Woods and Jessie Baumgardner. A total of 11 images were taken on a Nikon D3100, Resolution 4608 x 3072. All shots were taken outside in good weather conditions with the day being warm yet overcast. All faces of the standing stone were photographed face on, apart from the southeastern side that was closest to one of the slurry tanks, where oblique images were taken. The photographic record is reproduced as Plates 01 to 11; the location and orientation of all images taken is detailed in Figure 03.

The standing stone measured 1.8m in height, 0.8m in thickness and 0.7m in width. It was set within an area of overgrown vegetation adjacent to a modern slurry tank; a post and barbed wire fence separated the dairy farm complex from a neighbouring pasture field, with the fence running alongside the standing stone. The stone had an irregular profile and texture, with a partially rounded top. There was a thin layer of moss and algae covering most of the top third and bottom third of the stone. Some of the darker material on the top of the stone could be derived from overflow from the slurry tank. Lichen was also present on the stone in several places. The southeastern and southwestern sides of the stone were more undulating, and had more of an overhang, especially on the southeast face.

An iron gate fitting in the western face of the stone shows it was once utilised as a gatepost.

## **4 CONCLUSION**

Gwynedd Archaeological Trust was commissioned by Grŵp Llandrillo Menai to undertake a photographic survey of an Early Bronze Age standing stone on the Glynllifon estate in advance of a Sheep Farm and Centre development. The standing stone was located in close proximity to a slurry tank and post and wire fence, but was found to be in good condition; the only evidence of direct modern activity was an iron fitting attached to the western side that suggested the stone had been utilised at some point as a gatepost. Whilst the standing stone forms an integral part of the local prehistoric landscape, being one of several standing stones and prehistoric landmarks in the area, the land surrounding the monument is dominated by modern agricultural activity and development with the original aspect of the stone has generally been lost. However, the development will include the removal of the slurry tank, which will change this aspect and it is intended that a further record is made of the standing stone during the archaeological watching brief groundworks.

## 5 SOURCES CONSULTED

1. Chartered Institute for Archaeologists, 2020, Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures
2. Chartered Institute for Archaeologists, 2020, Standard and guidance for the collection, documentation, conservation and research of archaeological materials
3. Chartered Institute for Archaeologists, 2020, Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives
4. Chartered Institute for Archaeologists, 2020, Standard and Guidance for an Archaeological Watching Brief
5. English Heritage, 1991, Management of Archaeological Projects (MAP2)
6. Historic England, 2015, Management of Research Projects in the Historic Environment (MoRPHE)
7. Historic England, 2016. *Understanding Historic Buildings: A Guide to Good Recording Practice*
8. Jones, Bethan, 2022. Fferm Coleg Glynllifon/Glynllifon College Farm: Asesiad Archeolegol/Archaeological Assessment (GAT report GAT\_1656)
9. Royal Commission on Ancient and Historic Monuments of Wales, 2015, Guidelines for digital archives
10. The Welsh Archaeological Trusts, 2020. *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) Version 2.*

## **APPENDIX I**

### **Gwynedd Archaeological Trust Written Scheme of Investigation**

GLYNLLIFON COLLEGE FARM –  
DAIRY FARM/COW SHED (G2743)  
PLANNING APPLICATION C22/0953/17/LL

WRITTEN SCHEME OF INVESTIGATION FOR A  
PHOTOGRAPHIC RECORD  
(SCHEDULED MONUMENT CN356 STANDING  
STONE)

*Prepared for*

*GRŴP LLANDRILLO MENAI*

***May 2023***



Ymddiriedolaeth Archaeolegol Gwynedd  
Gwynedd Archaeological Trust

All GAT staff should sign their copy to confirm the project specification is read and understood and retain a copy of the specification for the duration of their involvement with the project. On completion, the specification should be retained with the project archive:

Name

Signature

Date



# GLYNLLIFON COLLEGE FARM – DAIRY FARM/COW SHED (G2743)

## PLANNING APPLICATION C22/0953/17/LL

### WRITTEN SCHEME OF INVESTIGATION FOR A PHOTOGRAPHIC RECORD

#### (SCHEDULED MONUMENT CN356 STANDING STONE)

Prepared for *Grŵp Llandrillo Menai*, May 2023

1	INTRODUCTION.....	5
1.1	Monitoring Arrangements .....	7
1.2	Historic Environment Record .....	8
2	METHOD STATEMENT .....	9
2.1	Introduction .....	9
2.2	Photographic Record .....	10
2.3	Written Record .....	11
2.4	Drawn Record .....	12
2.5	Selection Strategy & Data Management Plan .....	13
2.6	Reporting .....	14
2.7	Dissemination & Archiving .....	15
3	PERSONNEL .....	16
4	HEALTH AND SAFETY .....	17
5	SOCIAL MEDIA .....	18
6	INSURANCE .....	19
6.1	Public/Products Liability .....	19
6.2	Employers Liability .....	19
6.3	Professional Indemnity .....	19
7	SOURCES CONSULTED .....	20
	FIGURE 01 .....	21
	Reproduction of report GAT_1656 Figure 15 Detailing the Location of Archaeological Assets within a 1km Study Area .....	21
	Appendix I .....	22
	Gwynedd Archaeological Trust Building Record Proforma .....	22
	Appendix II .....	23
	Gwynedd Archaeological Trust Photographic Metadata Proforma .....	23
	Appendix III .....	24
	Gwynedd Archaeological Trust Selection Strategy .....	24

# 1 INTRODUCTION

Gwynedd Archaeological Trust (GAT) has been commissioned by Grŵp Llandrillo Menai to undertake a photographic record of a prehistoric standing stone (PRN 12,904) located at Glynllifon College Farm, Ffordd Clynnog, Llandwrog, Gwynedd (SH46055501; post code LL54 5DU; cf. [Figure 01](#)) in advanced of a proposed development of a Sheep Farm and Centre. The proposed development includes the demolition of existing lambing and sheep sheds, and erection of two livestock sheds together with associated facilities and milking parlour, a landscaping bund and associated works.

The photographic record will be undertaken prior to any construction or demolition works. The standing stone is Bronze Age in date and is a statutory designated scheduled monument (ref.: Cn356). The stone is located at NGR SH4577155574, c.0.66m from a slurry tank, and measures 1.8m high and 0.6m wide; a former iron gate post fitting is visible on the northwest face.

GAT completed an archaeological assessment of the development proposal in 2022 (report GAT\_1656). The assessment stated that whilst the standing stone probably date to the Bronze Age, it was first depicted on the 1918 third edition Caernarvonshire County Series 25-inch County Series Ordnance Survey map (Sheets XX.3 and XX.7). The report also stated that there is significant prehistoric activity in the area, most of which is concentrated on the uplands to the east of Glynllifon. A Neolithic burial chamber (PRN 101) lies about 7.5 km to the southwest, and the 3m high standing stone of Maen Llwyd (PRN 1313) lies further south in Glynllifon Park. This one is also likely of Bronze Age date as a food vessel from the mid Bronze Age was found at its base. Two more standing stones are located within the wider area: PRN 2265 located near Bodfan over 1km west of Glynllifon and PRN 5529 located nearby.

The photographic record will be undertaken in May 2023 in support of planning application C22/0953/17/LL and in accordance with the following standards and guidance:

- Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) Version 2 (The Welsh Archaeological Trusts, 2020);
- Guidelines for digital archives (Royal Commission on Ancient and Historic Monuments of Wales, 2015).
- Management of Archaeological Projects (English Heritage, 1991);
- Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide (Historic England, 2015);

- Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures (Chartered Institute for Archaeologists, 2020);
- Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials (Chartered Institute for Archaeologists, 2020);
- Standard and guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives (Chartered Institute for Archaeologists, 2020).

Gwynedd Archaeological Trust is certified to ISO 9001:2015 and ISO 14001:2015 (Cert. No. 74180/A/0001/UK/En) and is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA).

## **1.1 Monitoring Arrangements**

The building record will be monitored by the Gwynedd archaeological Planning Service (GAPS). GAPS have requested that the building record is undertaken in accordance with Understanding Historic Buildings: A Guide to Good Recording Practice (Historic England, 2016).

The content of this WSI and all subsequent reporting by GAT must be approved by GAPS prior to final issue. GAPS contact details for this project are:

- Tom Fildes | [tom.fildes@heneb.co.uk](mailto:tom.fildes@heneb.co.uk) | 07920264232.

## 1.2 Historic Environment Record

In line with the Gwynedd Historic Environment Record (HER) requirements, the HER will be contacted at the onset of the project to ensure that any data arising is formatted in a manner suitable for accession to the HER and follows the guidance set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (The Welsh Archaeological Trusts, 2020). The HER will be informed of the project start date, location including grid reference, estimated timescale for the work, and further relevant information associated with the project.

The GAT HER Enquiry Number for this project is **GATHER1852** and the Event PRN is **46642**.

Prior to submission of data to the HER on completion of the project, a bilingual event summary document will be prepared in *Microsoft Word* based on the format defined in section 4.2 of *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 2).

## 2 METHOD STATEMENT

### 2.1 Introduction

A photographic record of a Bronze Age standing stone is required in advance of development works for a nearby dairy farm/cow shed, located at Glynllifon College Farm (cf. [Figure 01](#)). The photographic record will be completed during May 2023 and will be undertaken in accordance with *Understanding Historic Buildings: A Guide to Good Recording Practice* (Historic England, 2016); it will provide a very full visual record, but without a written or drawn survey at a comparable level of detail.

The standing stone is a scheduled monument (ref.: Cn356) and is legally protected. Scheduled Monument Consent is not required as there will be no intrusive works for the photographic survey.

## 2.2 Photographic Record

The Photographic Record will include the following as a minimum:

- General views of the standing stone in its wider setting.
- A series of oblique views that give an overall impression of its size, shape and immediate setting.
- The overall appearance of the standing stone.
- Any detail which is relevant, e.g, the iron gate post fitting visible on the northwest face, with scale where appropriate.
- A photographic register detailing the photo number, the location and direction of each view, and the composition of the shot.
- A plan detailing the photo number, the location and direction of each image taken.
- Photographs should be of archive quality using a digital SLR (minimum 12 megapixel). The photographs, where appropriate (i.e. not general shots) should include a clearly visible, graduated metric scale.
- Photographs should be adequately lit and not blurry. With all images checked on site.

Photographic images will be taken using a digital SLR (Nikon D3100) camera set to maximum resolution (4,608 × 3,072; 14.2 effective megapixels) in RAW format. Camera tripods will be used for the elevations and where practical elsewhere. A photographic record will be maintained on site using GAT pro-formas ([Appendix II](#)) and digitised in Microsoft Excel and Access as part of the fieldwork archive and dissemination process; the archive numbering system will start from G2743\_BR\_030. The photographic images will then be converted to TIFF for final archiving using Adobe Photoshop.



## 2.3 Written Record

As a minimum, the Written Record will comprise of:

- The precise location of the building as an address and in the form of a National Grid reference.
- A note of any statutory designation (that is, listing, scheduling, Register of Historic Parks and Gardens, conservation area), where applicable.
- The date when the record was made, the name(s) of the recorder(s) and the location of any archive material.
- A summary statement. This account should describe the standing stone, as these are apparent from a superficial inspection.

The written record will be completed using a GAT pro-forma ([Appendix I](#)).

## **2.4 Drawn Record**

As a minimum, the Drawn Record will comprise of:

- A plan showing the location and direction of view of each photograph. This will be supported by a measured survey of the standing stone area and environs using a Trimble R8 GPS unit.

## 2.5 Selection Strategy & Data Management Plan

As stated in *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (Chartered Institute for Archaeologists, 2020), para. 3.3.1, “Project specifications, research designs or similar documents should include a project- specific Selection Strategy and a Data Management Plan. The Chartered Institute for Archaeologists states that “(I)t is widely accepted that not all the records and materials collected or created during the course of an Archaeological Project require preservation in perpetuity. These records and materials constitute the Working Project Archive which will be subject to Selection, in order to establish what will be retained for long-term curation” (<https://www.archaeologists.net/selection-toolkit>). The working project archive in this instance will comprise digital data including photographic data, documentation and written data, as well as paper records, including project pro-formas. The Data Management Plan will be stored on a project specific form in the GAT project database (format: *Microsoft Access*) and the Selection Strategy will be based on a GAT pro-forma (cf. [Appendix IV](#)) that will be appended to the final report.

This working project archive data will be processed as follows:

1. Pro-formas: all cross referenced and scanned for digital archiving;
2. Photographic Metadata: cross-referenced with all pro-formas and completed in *Microsoft Excel*;

Information from these will be used to compile the project report. The physical archive will be stored in a designated project folder and the location confirmed in the Data Management Plan; the digital dataset will be stored on a dedicated Trust server, with the location confirmed in the Data Management Plan via a specific hyperlink. External datasets for the HER and RCAHMW are as defined in the dissemination strategy below.

## 2.6 Reporting

The project report will include the following:

1. Front cover;
  2. Inner cover;
  3. Figures and Plates List;
  4. Non-technical summary (Welsh/English);
  5. Introduction;
  6. Methodology;
  7. Results;
  8. Conclusion
  9. Bibliography;
  10. Figures; inc.:
    - location plan;
    - location and orientation of images taken.
  11. Plates; inc.
    - Illustrative examples from the Photographic Survey
  12. Appendix I (approved specification);
  13. Appendix II (Photographic metadata);
  14. Appendix III (Selection Strategy)
- Back cover.

## 2.7 Dissemination & Archiving

The following dissemination and archiving of the report and digital dataset will be applied:

- A digital report will be provided to *Cornerstone Properties (Llandudno) LTD.* and Gwynedd Archaeological Planning Service (draft report then final report);
- A digital report will be provided to the regional Historic Environment Record; this will be submitted within six months of project completion, along with a digital dataset comprising an Event PRN summary. The report and dataset will be submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 2); and
- A digital report and digital archive dataset will be provided to Royal Commission on Ancient and Historic Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset will be prepared in the format required by RCAHMW and will include:
  - Photographic metadata (Microsoft Access);
  - Photographic archive (TIFF format);
  - Project Information form (Excel);
  - File Information form (Excel) – Microsoft Word report text final;
  - File Information form (Excel) – Photographic metadata (general);
  - File Information form (Excel) – Adobe PDF report final; and
  - File Information form (Excel) - Photographic metadata (detail).

### **3 PERSONNEL**

The project will be managed by John Roberts, Principal Archaeologist GAT Contracts Section and undertaken by a Project Archaeologist. The Project Archaeologist will be responsible for all field management duties, including GAT liaison, client liaison, coordination and delegation of tasks. The Project Archaeologist will also be responsible for the completion of all on site pro-formas and the fieldwork archive as well as for submitting a draft final report (or interim report) for project manager review and approval. The report will then be submitted as per the arrangements defined above.

## **4 HEALTH AND SAFETY**

A site-specific risk assessment will be prepared by the GAT Project Archaeologist in advance of works, with any additional risks identified on site highlighted in the dynamic risks section and appropriate mitigation undertaken. The GAT Project Archaeologist will be issued with required personal safety equipment, including high visibility jacket, steel toe-capped boots and safety helmet. All site work will be managed and undertaken in accordance with the GAT Health & Safety Policy.



## **5 SOCIAL MEDIA**

One of the key aims in the GAT mission statement is to improve the understanding, conservation and promotion of the historic environment in our area and inform and educate the wider public. To help achieve this, GAT maintains an active social media presence and seeks all opportunities to promote our projects and results. With permission, GAT would like the opportunity to promote our work on this scheme through our social media platforms. This could include social media postings during our attendance on site as well as any postings to highlight results. In all instances, approval will be sought from client prior to any postings.

## **6 INSURANCE**

### **6.1 Public/Products Liability**

Limit of Indemnity- £5,000,000 any one event in respect of Public Liability

INSURER Ecclesiastical Insurance Office Plc.

POLICY TYPE Public Liability

POLICY NUMBER 24765101CHC/UN/000375

EXPIRY DATE 21/06/2023

### **6.2 Employers Liability**

Limit of Indemnity- £10,000,000 any one occurrence.

The cover has been issued on the insurers standard policy form and is subject to their usual terms and conditions. A copy of the policy wording is available on request.

INSURER Ecclesiastical Insurance Office Plc.

POLICY TYPE Employers Liability

POLICY NUMBER 24765101 CHC / UN/000375

EXPIRY DATE 21/06/2023

### **6.3 Professional Indemnity**

Limit of Indemnity- £5,000,000 in respect of each and every claim

INSURER Hiscox Insurance Company Limited

POLICY TYPE Professional Indemnity

POLICY NUMBER PL-PSC10002389775/00

EXPIRY DATE 22/07/2023

## 7 SOURCES CONSULTED

1. Chartered Institute for Archaeologists, 2020, Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures
2. Chartered Institute for Archaeologists, 2020, Standard and guidance for the collection, documentation, conservation and research of archaeological materials
3. Chartered Institute for Archaeologists, 2020, Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives
4. Chartered Institute for Archaeologists, 2020, Standard and Guidance for an Archaeological Watching Brief
5. English Heritage, 1991, Management of Archaeological Projects (MAP2)
6. Historic England, 2015, Management of Research Projects in the Historic Environment (MoRPHE)
7. Historic England, 2016. *Understanding Historic Buildings: A Guide to Good Recording Practice*
8. Jones, Bethan, 2022. Fferm Coleg Glynllifon/Glynllifon College Farm: Asesiad Archeolegol/Archaeological Assessment (GAT report GAT\_1656)
9. Royal Commission on Ancient and Historic Monuments of Wales, 2015, Guidelines for digital archives
10. The Welsh Archaeological Trusts, 2020. *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs) Version 2.*

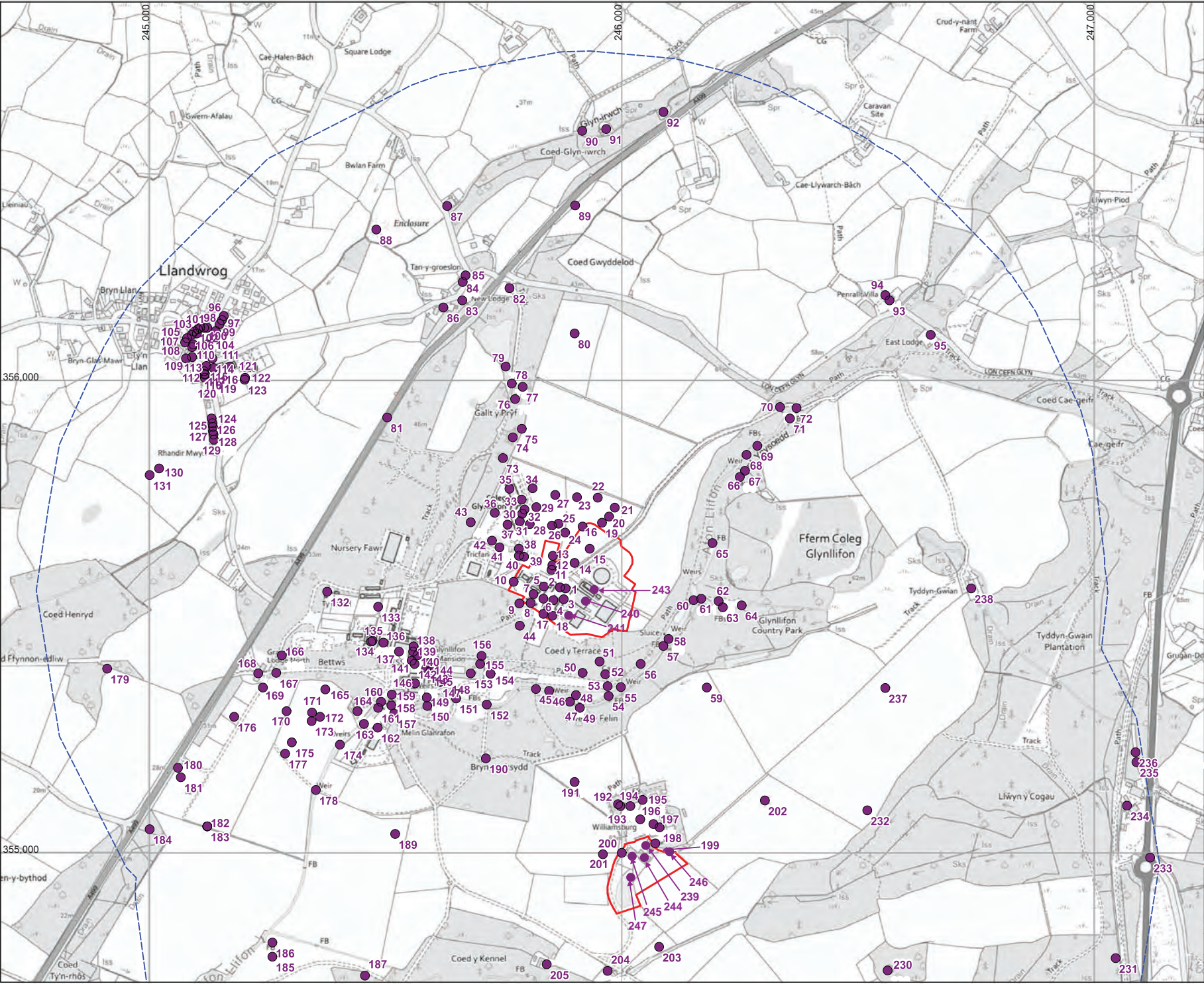
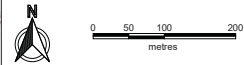


Figure 01: Reproduction of report GAT\_1656 Figure 15 Detailing the Location of Archaeological Assets within a 1km Study Area

- 1 Historic Asset
- Proposed development areas
- 1km Study area

Co-ordinate System OSGB 1936 / British National Grid EPSG:27700  
Background mapping reproduced from Ordnance Survey  
VectorMap Local with the permission of H.M.S.O. © Crown Copyright  
and database right 2022, License AL100020895



**Ymddiriedolaeth Archaeolegol Gwynedd**  
Gwynedd Archaeological Trust  
www.heneb.co.uk

Craig Beuno,  
Ffordd y Garth,  
Bangor, Gwynedd  
LL57 2RT

Ffon / Phone: +44 (0) 1248 352535  
Ffacs / Fax: +44 (0)1248 370925  
e-bost / e-mail: gat@heneb.uk

CLIENT: Grwp Llandrillo-Menai

SITE: Glynllifon College Farm,  
Ffordd Clynog, Llandwrog,  
Gwynedd, LL54 5DU

SCALE AT A3: 1:7,500	DATE: 13/09/22	DRAWN: NMC	CHECKED: JR
PROJECT NO: G2743	DRAWING NO: DBA/01	REVISION:	A



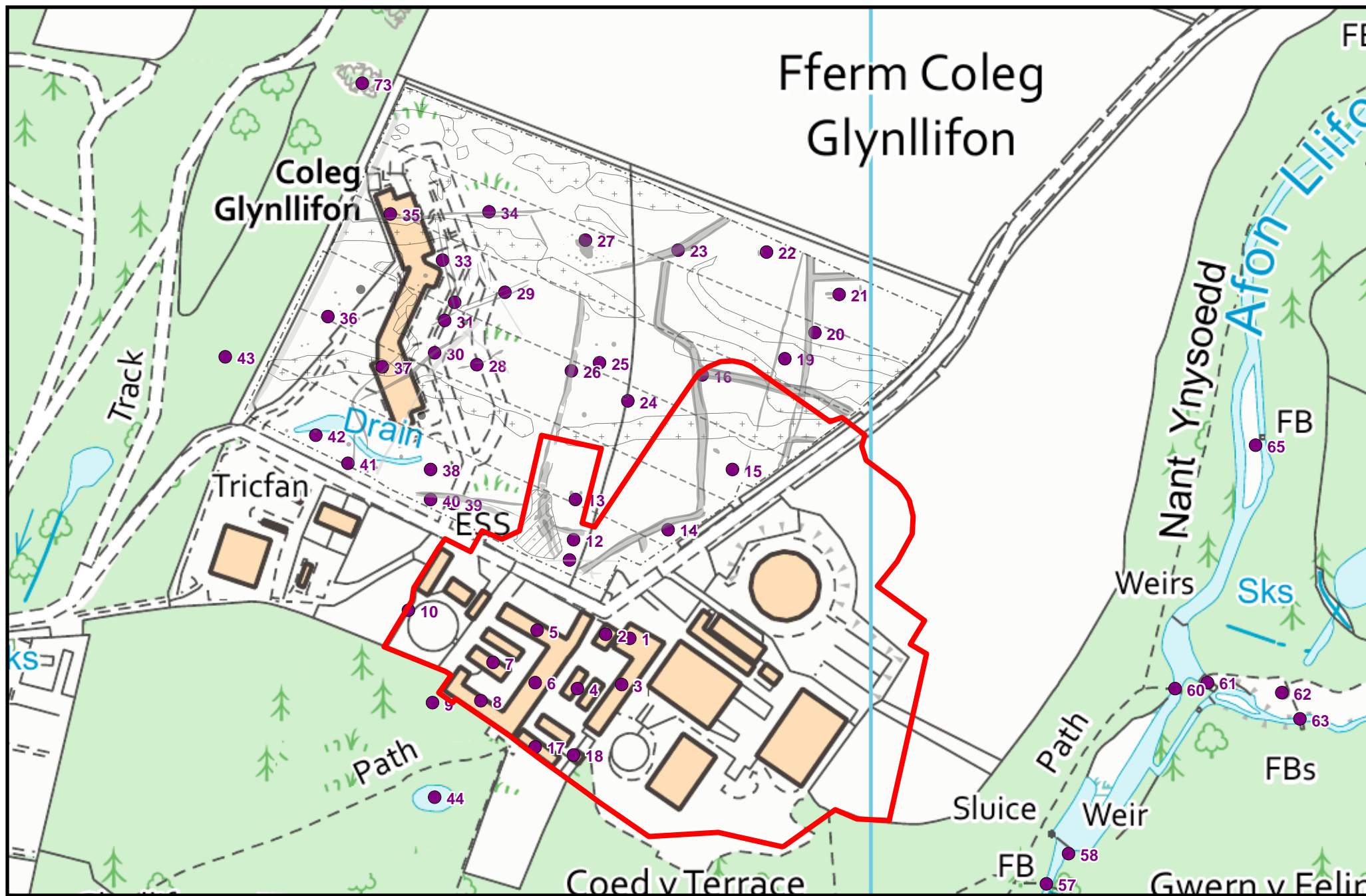


Figure 02: Location of geophysical survey anomalies (grey) from GAT Report 867 in relation to the dairy farm and shed development layout (red) and asset numbers (purple). Scale: 1 to 2500@A4.



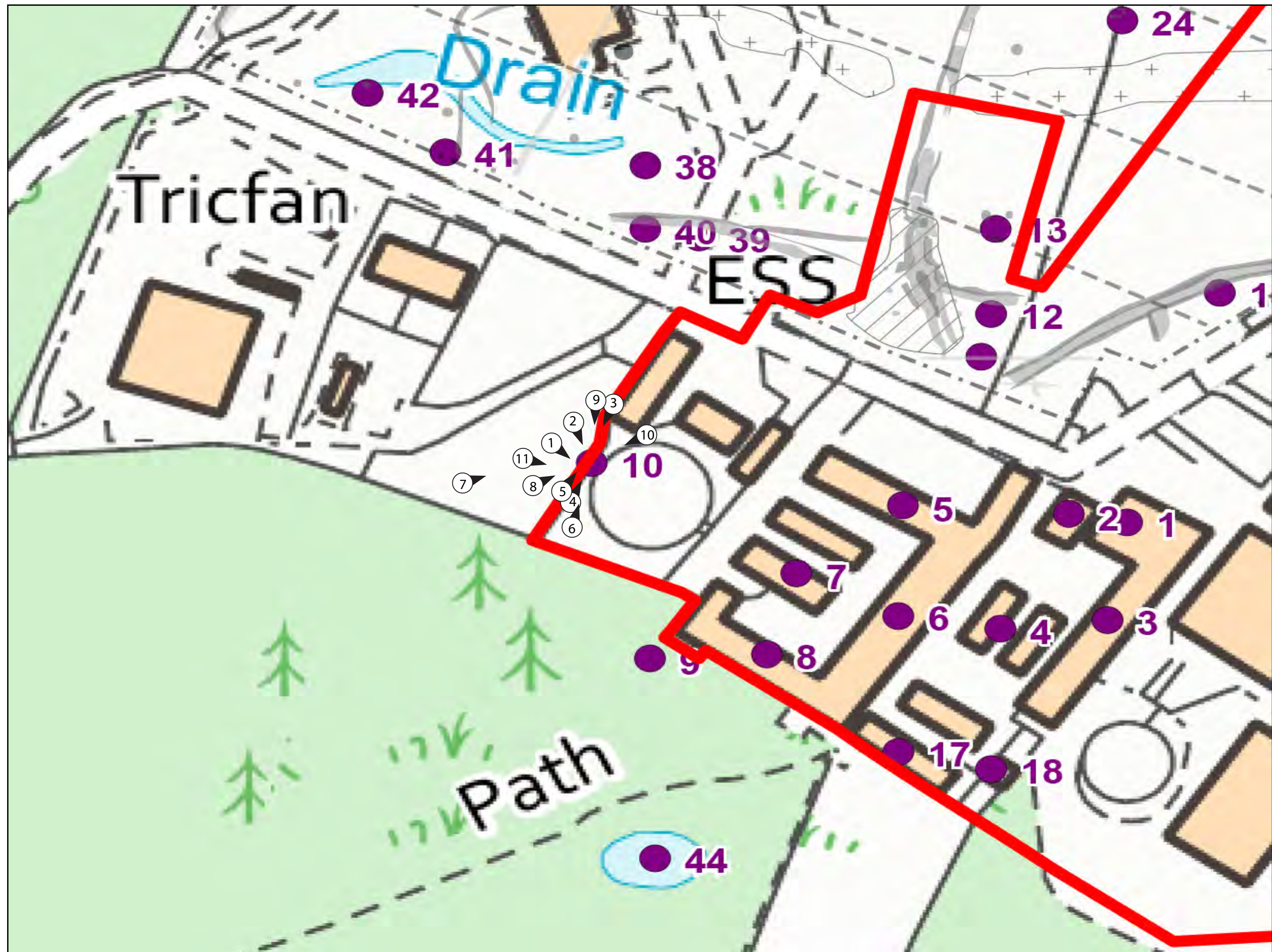


Figure 03: Zoomed-in version of Figure 02, showing locations and directions of photographic archive.

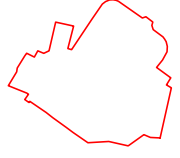
- Key -
- 10 - Asset number (Standing stone)
  - ① - Direction of photographic archive
  -  - Borders of shed development





Plate 1: Elevation of standing stone NW; scale 1m; view from NW (archive reference: G2743\_001).



Plate 2: Elevation of standing stone, oblique angle; scale 1m; view from NW (archive reference: G2743\_002).





Plate 3: Face of standing stone NE; scale 1m; view from NE (archive reference: G2743\_003).



Plate 4: West face of standing stone, oblique angle; scale 1m; view from S (archive reference: G2743\_004).





Plate 5: Close-up of iron gate hook in west face of standing stone; scale N/A; view from S (archive reference: G2743\_005).



Plate 6: Shot showing stone in relation to tank and fence; scale 1m; view from S (archive reference: G2743\_006).





Plate 7: View of stone in relation to adjacent field; scale 1 m; view from SW (archive reference: G2743\_007).



Plate 8: Far off shot showing stone in relation to tank and fence; scale 1 m; view from SW (archive reference: G2743\_008).





Plate 9: View of standing stone from elevation (fence); scale 1m; view from N  
(archive reference: G2743\_009).



Plate 10: View of standing stone and tank (adjacent pipe) from the NE; scale 1m; view from NE  
(archive reference: G2743\_010).





Plate 11: View of stone from W showing adjacent field; scale 1 m; view from W (archive reference: G2743\_011).

## **FIGURE 01**

**Reproduction of report GAT\_1656 Figure 15 Detailing the Location of Archaeological Assets within a 1km Study Area**



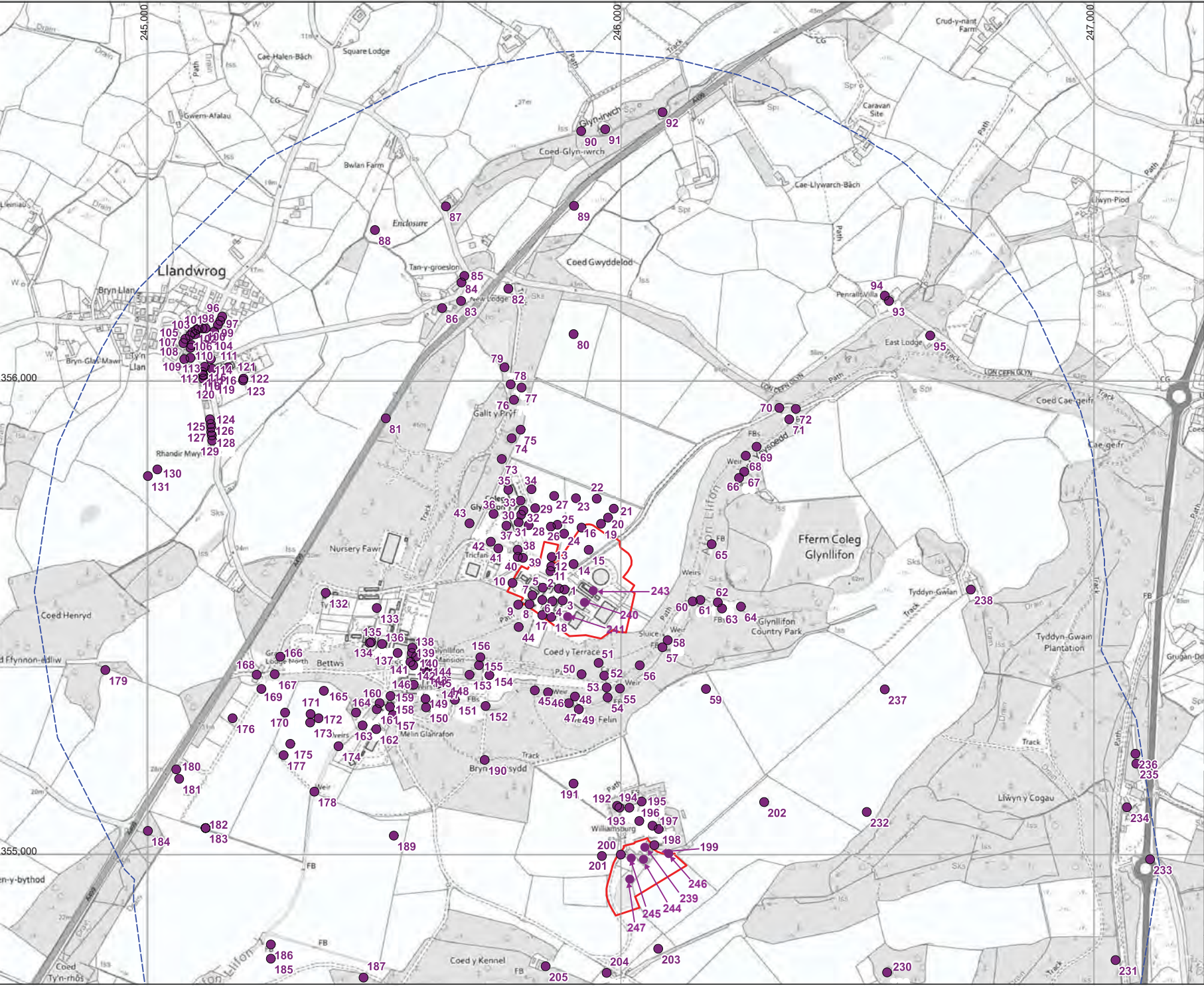


Figure 01: Reproduction of report  
GAT\_1656 Figure 15 Detailing the  
Location of Archaeological Assets  
within a 1km Study Area

1

Historic Asset

Proposed development areas

1km Study area

Co-ordinate System OSGB 1936 / British National Grid EPSG:27700

Background mapping reproduced from Ordnance Survey  
VectorMap Local with the permission of H.M.S.O. © Crown Copyright  
and database right 2022, License AL100020895

N

0

50

100

200

metres

Ymddinedolaeth Archaeolegol Gwynedd

Gwynedd Archaeological Trust

www.heneb.co.uk

Craig Beuno,  
Ffordd y Garth,  
Bangor, Gwynedd  
LL57 2RT

Ffon / Phone: +44 (0) 1248 352535  
Ffacs / Fax: +44 (0)1248 370925  
e-bost / e-mail: gat@heneb.uk

CLIENT:

Grwp Llandrillo-Menai

SITE:

Glynllifon College Farm,  
Ffordd Clynnog, Llandwrog,  
Gwynedd, LL54 5DU

SCALE AT A3: 1:7,500	DATE: 13/09/22	DRAWN: NMC	CHECKED: JR
PROJECT NO: G2743	DRAWING NO: DBA/01	REVISION: A	

## **APPENDIX I**

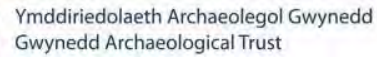
### **Gwynedd Archaeological Trust Building Record Proforma**

YMDDIRIEDOLAETH ARCHAEOLEGOL GWYNEDD ARCHAEOLOGICAL TRUST		
BASIC RECORDING FORM	Project name	Project number
Feature name		Feature Number
NGR		
Description		
Recommendations for further assessment		
Photographic record numbers		
Digital		
	Visit date	Visit by



## **APPENDIX II**

### **Gwynedd Archaeological Trust Photographic Metadata Proforma**



## Digital Photographic Record

Include main context numbers for each shot, drawing numbers for sections and any other relevant numbers for cross referencing.

Delete any unwanted photos **immediately** from the camera.

Regularly upload photographs to computer.

[illegible]

## **APPENDIX III**

### **Gwynedd Archaeological Trust Selection Strategy**

# G2743\_Glynllifon\_BR

## 09/05/2023 v1.0

### Selection Strategy

#### Project Information

##### Project Management

<b>Project Manager</b>	John Roberts <a href="mailto:john.roberts@heneb.co.uk">john.roberts@heneb.co.uk</a>
<b>Archaeological Archive Manager</b>	John Roberts <a href="mailto:john.roberts@heneb.co.uk">john.roberts@heneb.co.uk</a>
<b>Organisation</b>	Gwynedd Archaeological Trust

<b>Stakeholders</b>		<b>Date Contacted</b>
<b>Collecting Institution(s)</b>	GAT Historic Environment Record	09/05/2023
	RCAHMW	On completion of Project Archive
<b>Project Assurance</b>	Tom Fildes, Gwynedd Archaeological Planning Service	n/a
<b>Landowner / Developer</b>	Glynllifon College Farm	n/a

##### Resources

<b>Resources required</b> Describe the resources required to implement this Selection Strategy, particularly if unusual resources are required.	No unusual resources required outside of GAT normal operating equipment and personnel.
--	--

##### Context

The full aims and objectives of this project are detailed in the project specific WSI.

Gwynedd Archaeological Trust (GAT) has been commissioned by Grŵp Llandrillo Menai to undertake a photographic record of a prehistoric standing stone (PRN 12,904) located at Glynllifon College Farm, Ffordd Clynog, Llandwrog, Gwynedd (SH46055501; post code LL54 5DU; WSI Figure 01) in advanced of a proposed development of a Sheep Farm and Centre. The proposed development includes the demolition of existing lambing and sheep sheds, and erection of two livestock sheds together with associated facilities and milking parlour, a landscaping bund and associated works. The photographic record will be undertaken prior to any construction or

demolition works. The standing stone is Bronze Age in date and is a statutory designated scheduled monument (ref.: Cn356). The stone is located at NGR SH4577155574, c.0.66m from a slurry tank, and measures 1.8m high and 0.6m wide; a former iron gate post fitting is visible on the northwest face. GAT completed an archaeological assessment of the development proposal in 2022 (report GAT\_1656). The assessment stated that whilst the standing stone probably date to the Bronze Age, it was first depicted on the 1918 third edition Caernarvonshire County Series 25-inch County Series Ordnance Survey map (Sheets XX.3 and XX.7). The report also stated that there is significant prehistoric activity in the area, most of which is concentrated on the uplands to the east of Glynllifon. A Neolithic burial chamber (PRN 101) lies about 7.5 km to the southwest, and the 3m high standing stone of Maen Llwyd (PRN 1313) lies further south in Glynllifon Park. This one is also likely of Bronze Age date as a food vessel from the mid Bronze Age was found at its base. Two more standing stones are located within the wider area: PRN 2265 located near Bodfan over 1km west of Glynllifon and PRN 5529 located nearby. The photographic record will be undertaken in May 2023 in support of planning application C22/0953/17/LL.

Gwynedd Archaeological Trust. 2023. Glynllifon College Farm – Dairy Farm/Cow Shed (G2743) Planning Application C22/0953/17/LI. Written Scheme of Investigation For A Photographic Record (Scheduled Monument Cn356 Standing Stone).

# 1 – Digital Data

## Stakeholders

John Roberts (GAT Principal Archaeologist)

## Selection

All digital data has been collected, stored and selected in lines with the Gwynedd Archaeological Trust (GAT) Data Management Plan located on GAT's servers (available on request).

Following the completion of the fieldwork, a working project archive has been created based on following task list;

1. Pro-formas: all cross referenced and complete;
2. Photographic Metadata: completed in *Microsoft Access* and cross-referenced with all pro-formas;

All relevant site archive data has been added to a digital project register specific to this project, which has been prepared in *Microsoft Excel*.

This data has been used as the basis for the physical and digital dataset archives. Information from these has been used to compile the project report. The physical archive has been stored in a designated project folder and the location confirmed in the Trust project database; the digital dataset has been stored on a dedicated Trust server, with the location confirmed in the Trust project database via a specific hyperlink. External datasets for the HER and RCAHMW are as defined in the dissemination strategy below. De-selected digital data has been confirmed in an updated digital management plan appended to the final report

## De-Selected Digital Data

It is envisaged that the de-selected material will be retained on the GAT servers for 2 years following the completion of the project at which point they has been reviewed and deleted as necessary in line with the GAT DMP.

## 2 – Documents

### Stakeholders

John Roberts – Principal Archaeologist, Gwynedd Archaeological Trust;  
Sean Derby – Historic Environment Record, Gwynedd Archaeological Trust;  
Gareth Edwards, *Head of Knowledge and Understanding, RCAHMW*

### Selection

- A digital report has been provided to the regional Historic Environment Record; this has been submitted within six months of project completion (final report only), along with a digital dataset comprising an Event PRN summary. The report and dataset has been submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 1.1); and
- A digital report and digital archive dataset has been provided to Royal Commission on Ancient and Historic Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset has been prepared in the format required by RCAHMW and will include:
  - Photographic metadata (Microsoft Access);
  - Photographic archive (TIFF format);
  - Project Information form (Excel);
  - File Information form (Excel) – Microsoft Word report text final;
  - File Information form (Excel) – Photographic metadata (general);
  - File Information form (Excel) – Adobe PDF report final; and
  - File Information form (Excel) - Photographic metadata (detail).

### De-Selected Documents

It is envisaged that the material de-selected from inclusion in the preserved archive has been duplicates or reproductions created during the analysis phase of the project. De-selected material will therefore either be retained to supplement GAT's research files or recycled.

## **APPENDIX II**

### **Gwynedd Archaeological Trust Photographic Metadata Archive**



PHOTO RECORD NUMBER*	DESCRIPTION*	VIEW FROM	SCALE(S)	CREATOR	DATE	ORIGINATING ORGANISATION	PLATE
G2743_BR_001	Elevation of standing stone NW	NW	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	01
G2743_BR_002	Elevation of standing stone, oblique angle	NW	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	02
G2743_BR_003	Face of standing stone NE	NE	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	03
G2743_BR_004	Southwest face of standing stone, oblique angle	S	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	04
G2743_BR_005	Close-up of iron gate hook in southwest face of standing stone	S	N/A	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	05
G2743_BR_006	Shot showing stone in relation to tank and fence	S	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	06
G2743_BR_007	View of stone in relation to adjacent field	SW	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	07
G2743_BR_008	Far off shot showing stone in relation to tank and fence	SW	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	08
G2743_BR_009	View of standing stone from elevation (fence)	N	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	09
G2743_BR_010	View of standing stone and tank (adjacent pipe) from the NE	NE	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	10
G2743_BR_011	View of stone from W showing adjacent field	W	1m	Jessie Baumgardner	18/05/2023	Gwynedd Archaeological Trust	11

## **APPENDIX III**

### **Gwynedd Archaeological Trust Selection Strategy Final Version**

# G2743\_Glynllifon\_BR

## 05/07/2023 v2.0

### Selection Strategy

#### Project Information

##### Project Management

<b>Project Manager</b>	John Roberts <a href="mailto:john.roberts@heneb.co.uk">john.roberts@heneb.co.uk</a>
<b>Archaeological Archive Manager</b>	John Roberts <a href="mailto:john.roberts@heneb.co.uk">john.roberts@heneb.co.uk</a>
<b>Organisation</b>	Gwynedd Archaeological Trust

<b>Stakeholders</b>		<b>Date Contacted</b>
<b>Collecting Institution(s)</b>	GAT Historic Environment Record	09/05/2023
	RCAHMW	On completion of Project Archive
<b>Project Assurance</b>	Tom Fildes, Gwynedd Archaeological Planning Service	n/a
<b>Landowner / Developer</b>	Glynllifon College Farm	n/a

##### Resources

<b>Resources required</b> Describe the resources required to implement this Selection Strategy, particularly if unusual resources are required.	No unusual resources required outside of GAT normal operating equipment and personnel.
--	--

##### Context

The full aims and objectives of this project are detailed in the project specific WSI.

Gwynedd Archaeological Trust (GAT) has been commissioned by Grŵp Llandrillo Menai to undertake a photographic record of a prehistoric standing stone (PRN 12,904) located at Glynllifon College Farm, Ffordd Clynnog, Llandwrog, Gwynedd (SH46055501; post code LL54 5DU; WSI Figure 01) in advanced of a proposed development of a Sheep Farm and Centre. The proposed development includes the demolition of existing lambing and sheep sheds, and erection of two livestock sheds together with associated facilities and milking parlour, a landscaping bund and associated works. The photographic record will be undertaken prior to any construction or

demolition works. The standing stone is Bronze Age in date and is a statutory designated scheduled monument (ref.: Cn356). The stone is located at NGR SH4577155574, c.0.66m from a slurry tank, and measures 1.8m high and 0.6m wide; a former iron gate post fitting is visible on the northwest face. GAT completed an archaeological assessment of the development proposal in 2022 (report GAT\_1656). The assessment stated that whilst the standing stone probably date to the Bronze Age, it was first depicted on the 1918 third edition Caernarvonshire County Series 25-inch County Series Ordnance Survey map (Sheets XX.3 and XX.7). The report also stated that there is significant prehistoric activity in the area, most of which is concentrated on the uplands to the east of Glynllifon. A Neolithic burial chamber (PRN 101) lies about 7.5 km to the southwest, and the 3m high standing stone of Maen Llwyd (PRN 1313) lies further south in Glynllifon Park. This one is also likely of Bronze Age date as a food vessel from the mid Bronze Age was found at its base. Two more standing stones are located within the wider area: PRN 2265 located near Bodfan over 1km west of Glynllifon and PRN 5529 located nearby. The photographic record will be undertaken in May 2023 in support of planning application C22/0953/17/LL.

Gwynedd Archaeological Trust. 2023. Glynllifon College Farm – Dairy Farm/Cow Shed (G2743) Planning Application C22/0953/17/LI. Written Scheme of Investigation for A Photographic Record (Scheduled Monument Cn356 Standing Stone).

# 1 – Digital Data

## Stakeholders

John Roberts (GAT Principal Archaeologist)

## Selection

All digital data has been collected, stored and selected in lines with the Gwynedd Archaeological Trust (GAT) Data Management Plan located on GAT's servers (available on request).

Following the completion of the fieldwork, a working project archive has been created based on following task list;

1. Pro-formas: all cross referenced and complete;
2. Photographic Metadata: completed in *Microsoft Access* and cross-referenced with all pro-formas;

All relevant site archive data has been added to a digital project register specific to this project, which has been prepared in *Microsoft Excel*.

This data has been used as the basis for the physical and digital dataset archives. Information from these has been used to compile the project report. The physical archive has been stored in a designated project folder and the location confirmed in the Trust project database; the digital dataset has been stored on a dedicated Trust server, with the location confirmed in the Trust project database via a specific hyperlink. External datasets for the HER and RCAHMW are as defined in the dissemination strategy below. De-selected digital data has been confirmed in an updated digital management plan appended to the final report

## De-Selected Digital Data

It is envisaged that the de-selected material will be retained on the GAT servers for 2 years following the completion of the project at which point they has been reviewed and deleted as necessary in line with the GAT DMP.

## 2 – Documents

### Stakeholders

John Roberts – Principal Archaeologist, Gwynedd Archaeological Trust;  
Sean Derby – Historic Environment Record, Gwynedd Archaeological Trust;  
Gareth Edwards, *Head of Knowledge and Understanding, RCAHMW*

### Selection

- A digital report has been provided to the regional Historic Environment Record; this has been submitted within six months of project completion (final report only), along with a digital dataset comprising an Event PRN summary. The report and dataset has been submitted in accordance with the required standards set out in *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (Version 1.1); and
- A digital report and digital archive dataset has been provided to Royal Commission on Ancient and Historic Monuments, Wales (final report only), in accordance with the *RCAHMW Guidelines for Digital Archives Version 1*. The dataset has been prepared in the format required by RCAHMW and will include:
  - Photographic metadata (Microsoft Access);
  - Photographic archive (TIFF format);
  - Project Information form (Excel);
  - File Information form (Excel) – Microsoft Word report text final;
  - File Information form (Excel) – Photographic metadata (general);
  - File Information form (Excel) – Adobe PDF report final; and
  - File Information form (Excel) - Photographic metadata (detail).

### De-Selected Documents

It is envisaged that the material de-selected from inclusion in the preserved archive has been duplicates or reproductions created during the analysis phase of the project. De-selected material will therefore either be retained to supplement GAT's research files or recycled.



Gwynedd Archaeological Trust  
Ymddiriedolaeth Archaeolegol Gwynedd

Craig Beuno, Ffordd y Garth, Bangor, Gwynedd. LL57 2RT  
Ffon: 01248 352535. Ffacs: 01248 370925. email: [gat@heneb.co.uk](mailto:gat@heneb.co.uk)

