



**11 Vine Cottages, Church Street, Caerleon, Newport,
NP18 1AU**



Written Scheme of Historic Environment Mitigation for an Archaeological Watching Brief

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Summary

This document acts as a Written Scheme of Historic Environment Mitigation (WSHEM) for a programme of archaeological works during the construction of a front and rear extension at 11 Vine Cottages, Church Street, Caerleon, Newport, NP18 1AU. It was commissioned by Mr. James Morse and Churchill Archaeology is the Archaeological Contractor for the project.

The site comprises a two-storey residential property constructed in the 1960s as part of the Vine Cottages development on the northern side of Church Street. It is located within both the Caerleon Conservation Area (CE7) and an Archaeologically Sensitive Area (CE6). The site lies at the heart of the Medieval settlement and within the boundaries of the Roman fortress of Isca Augusta—the permanent base of the Second Augustan Legion between the 1st and 4th centuries AD. As one of only three permanent Roman legionary fortresses established in Britain, the archaeological remains in Caerleon are of national significance. Although construction of the house may have caused some disturbance, there remains a high potential for significant archaeological remains to survive especially at lower levels. This could include structural remains from the Roman fortress through to the house that predate the current structure.

The programme of archaeological work, which is due to take place in late 2025, was agreed between Newport City Council (NCC) and Heneb and consists of an archaeological watching brief with detailed contingency arrangements. This document answers the first phase of the works for item 2 of the Approval of Planning Permission in accordance with the Town and Country Planning Act 1990 (Application No: 24/0844).

Provision must be made should any significant archaeological remains be uncovered during the groundworks that require subsequent analysis, sampling, reporting and archiving beyond the remit of the archaeological watching brief.

Introduction

In October 2023, Churchill Archaeology was commissioned by Mr. J. Morse, hereafter the Client, to undertake an archaeological watching brief during the construction of a front and rear extension at 11 Vine Cottages, Church Street, Caerleon, Newport, NP18 1AU (NGR: ST 34029 90728)

11 Vine Cottages is a c.1960 two-storey semi-detached house situated in the historic core of Caerleon. It is located on the site of Roman barrack blocks, in the north-eastern part of the Roman fortress of Isca Augusta. The property lies near several heritage assets, including the Grade II listed Red Lion pub, a former 1814 Methodist Chapel, and St Cadoc's Church (Grade II*). It overlooks the junction of Church Street and Backhall Street, the latter following a Roman road. The site lies close to two Scheduled Monuments (Cadw Refs: MM230 & MM235) and backs onto late 20th-century housing.

Churchill Archaeology is the Archaeological Contractor for this project and has prepared this document, which acts as a method statement and Written Scheme of Historic Environment Mitigation (WSHEM) for a programme of archaeological work. Due to the high potential of archaeological remains in the area there is probable cause that any ground disturbing works may encounter significant archaeological remains. However, as these works will be relatively small in scale and possibly impacted by the construction of the current house, an archaeological watching brief with detailed contingency arrangements has been considered appropriate archaeological mitigation by NCC and Heneb. This will provide an opportunity to identify and record any archaeological remains impacted by the development and report on the findings in the appropriate manner archaeological mitigation.

This document was prepared in accordance with the heritage guidance outlined in *Planning Policy Wales Edition 12* (Welsh Gov, Feb 2024), *Planning Policy Wales Technical Advice Note 24: The Historic Environment* (Welsh Gov, 2017) and Glamorgan Gwent Archaeological Trust's *Archaeology and Planning in South-East Wales Notes and Guidance*. It also follows the current best practice and guidance provided by the Chartered Institute for Archaeologists (CIfA 2023) and in accordance with CIfA Codes of Conduct (2022).

Site Details

11 Vine Cottages is a two-storey, semi-detached dwelling constructed c.1960. The building is of breeze block construction, finished with a concrete render. It features a tiled roof with a brick chimney and is fitted with modern uPVC windows. To the front of the property is a gravelled driveway with a passageway along the south-western side to provide access to the rear garden. A conservatory formerly attached to the north-western (rear) elevation has been removed. The rear garden includes a modern summerhouse located in the north-west corner. The remainder of the garden comprises an overgrown, raised lawn with visible remnants of low concrete retaining walls. The south-eastern boundary is defined by a tall wooden fence, and the north-eastern boundary by a low wire fence with concrete posts.

It overlooks a wide T-junction where Church Street meets Backhall Street. To the east is the grade II listed, late 17th century Red Lion pub (LB Ref: 2958). To the south is a former Methodist Chapel dated 1814, now called Pura Vida. The buildings along the majority of Backhall Street consist of terraced buildings, with origins from the 17th to the 19th century. The northern part of the street features modern development. Church Street has a 19th century terrace on the southern side and the 1960s development of Vine Cottages on the northern side. The rear of the property backs on to the late 20th century development of Roman Gates.

The property overlooks a wide T-junction where Church Street meets Backhall Street, within the historic core of Caerleon. To the east stands the Grade II listed Red Lion public house (LB Ref: 2958), a late 17th-century structure and to the south the former pub the London Inn. Directly to the south is a former Methodist Chapel, dated 1814 and now operating as a wellness centre called *Pura Vida*. Backhall Street is predominantly lined with terraced buildings dating from the 17th to 19th centuries. The northern extent of the street is characterised by modern infill development, probably contemporary with the property. On Church Street, the southern side features a 19th-century terrace, while the northern side comprises Vine Cottages. To the rear of the property lies the late 20th-century Roman Gates development.

The site lies within the north-eastern part of the Roman fortress of Isca Augusta, over an area identified as the location of Roman barracks. The northern section of Backhall Street aligns with the route of a principal Roman road through the fortress. The nearest Scheduled Monuments relating to the Roman site are located approximately 40 metres to the south (Cadw Ref: MM230) and 80 metres to the north-west (Cadw Ref: MM235). To the south of Church Street stands the Church of St Cadoc (Listed Building Ref: 2948), a Grade II* listed building with origins in the 12th century. The site is situated within both the Caerleon Conservation Area (CE7) and an Archaeologically Sensitive Area (CE6).

Approximately 475m to the east is the Afon Lwyd, which filters into the River Usk, situated c.418m to the south of the site. The topography surrounding the site is predominantly flat reflecting its position at the base of the Usk Valley. As a result, there are limited sightlines within the immediate landscape. The bedrock geology for the site is the St Maughans Formation, argillaceous rocks and sandstone formed approximately 393-419 million years ago in the Devonian Period when the area was dominated by rivers (BGS, 2023). The superficial deposits consist of sand and gravel from the River Terrace Deposits formed between 2.588 million years ago to the present in the Quaternary Period.

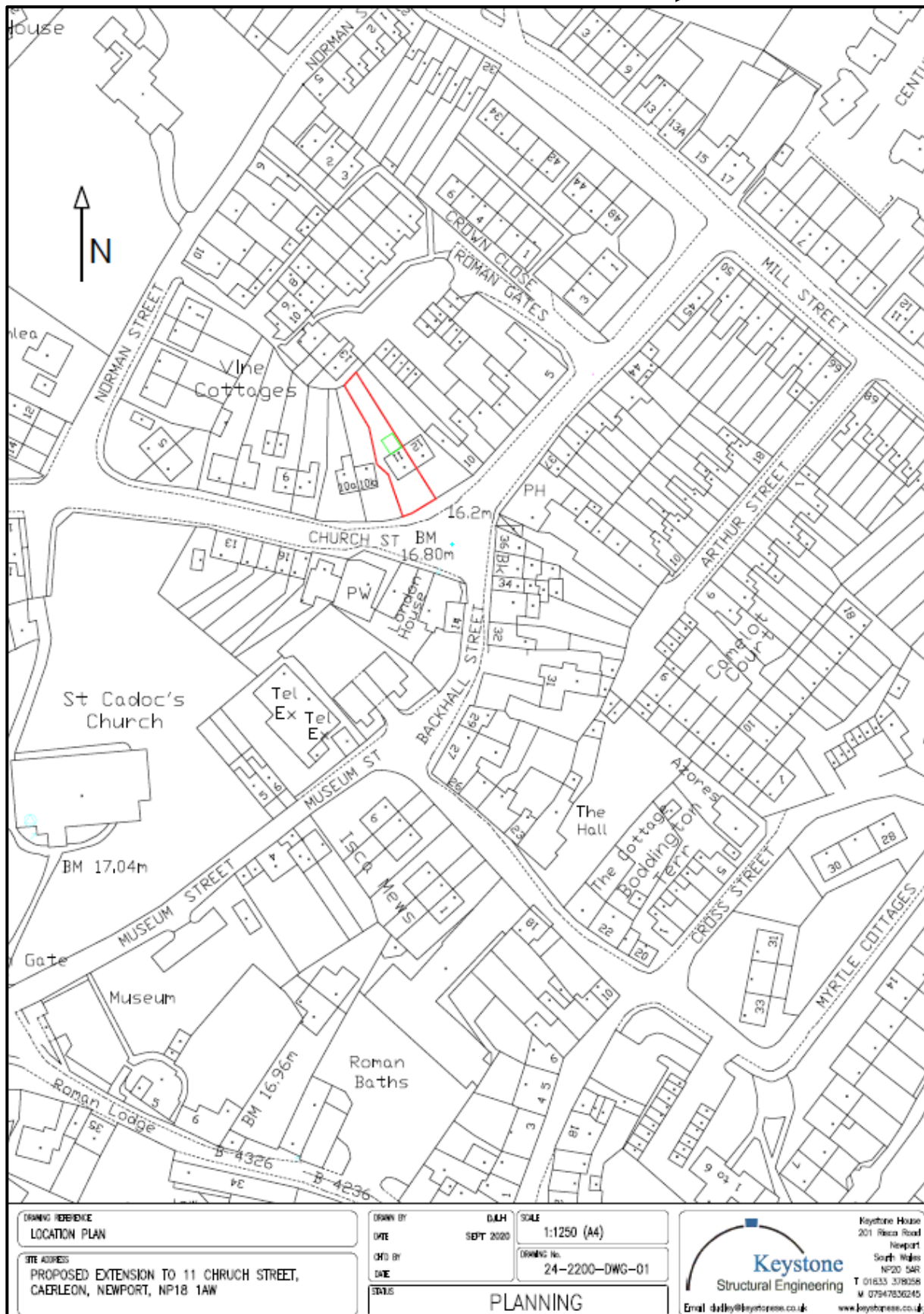


Figure 1: Site Location Plan (Courtesy of Keystone Structural Engineering)



Figure 2: The rear (north-west) elevation of 11 Vine Cottages following demolition of the conservatory, facing SE



Figure 3: The rear garden of 11 Vine Cottages with a modern summerhouse, facing NW



Figure 4: The T-junction of Church Street and Backhall Street from the driveway of 11 Vine Cottages, facing SE



Figure 5: The proposed location of the front porch, facing NE

Relevant Planning Policies and Guidance

National Legislation for Wales

The Ancient Monuments and Archaeological Areas Act 1979 consolidates and amends the law relating to ancient monuments. It enables provision for the investigation, preservation and recording of matters of archaeological or historical interest and (in connection therewith) for the regulation of operations or activities affecting such matters. Further details concerning the act can be found here: <https://www.legislation.gov.uk/ukpga/1979/46>.

The Historic Environment (Wales) Act 2016 provides the legislative framework for the protection and sustainable management of the historic environment in Wales. It builds upon and makes certain amendments to the Ancient Monuments and Archaeological Areas Act 1979 and the Planning (Conservation Areas and Listed Buildings) Act 1990. Further details about the roles and procedures the Welsh Ministers can exercise concerning heritage can be found here: https://www.legislation.gov.uk/anaw/2016/4/pdfs/anaw_20160004_en.pdf

The Planning (Listed Buildings and Conservation Areas) (Wales) Regulations (Amendment No.2) 2017 consolidates the amendments in the Planning (Listed Buildings and Conservation Areas) Regulations 2012 and 1990 in so far as they apply to Wales. It provides procedural provisions for matters relating to listed buildings and conservation area consents. Further information concerning the application process for a listed building can be found via the following link: http://www.legislation.gov.uk/wsi/2012/793/pdfs/wsi_20120793_mi.pdf

Planning Policy Wales (PPW, Edition 12 February 2024) provides the national planning policy framework for the consideration of the historic environment. Concerning Conservation Areas the guidance states:

6.1.14 *There should be a general presumption in favour of the preservation or enhancement of the character or appearance of conservation areas or their settings. Positive management of conservation areas is necessary if their character or appearance are to be preserved or enhanced and their heritage value is to be fully realised. Planning authorities should establish their own criteria against which existing and/or new conservation areas and their boundaries should be reviewed. The preparation of conservation area appraisals and management plans can assist planning authorities in the exercise of their development management functions.*

6.1.16 *Preservation or enhancement of a conservation area can be achieved by a development which either makes a positive contribution to an area's character or appearance or leaves them unharmed. Mitigation measures can also be considered which could result in an overall neutral or positive impact of a proposed development in a conservation area.*

6.1.17 *Conservation area designation introduces control over the total or substantial demolition of unlisted buildings within these areas, but partial demolition does not require conservation area consent. Procedures are essentially the same as for listed building consent. When considering an application for conservation area consent, account should be taken of the wider effects of demolition on the building's surroundings and on the architectural, archaeological or historic interest of the conservation area as a whole. Consideration should also be given to replacement structures. Proposals should be tested against conservation area appraisals, where they are available.*

For archaeological remains Planning Policy Wales recommends:

6.1.24 *Where nationally important archaeological remains are likely to be affected by proposed development, there should be a presumption in favour of their physical protection in situ. It will only be*

in exceptional circumstances that planning permission will be granted if development would result in an adverse impact on a scheduled monument (or an archaeological site shown to be of national importance) or has a demonstrably and unacceptably damaging effect upon its setting.

6.1.25 *In cases involving less significant archaeological remains, planning authorities will need to weigh the relative importance of the archaeological remains and their settings against other factors, including the need for the proposed development.*

6.1.26 *Where archaeological remains are known to exist or there is a potential for them to survive, an application should be accompanied by sufficient information, through desk-based assessment and/or field evaluation, to allow a full understanding of the impact of the proposal on the significance of the remains. The needs of archaeology and development may be reconciled, and potential conflict very much reduced, through early discussion and assessment.*

6.1.27 *If the planning authority is minded to approve an application and where archaeological remains are affected by proposals that alter or destroy them, the planning authority must be satisfied that the developer has secured appropriate and satisfactory provision for their recording and investigation, followed by the analysis and publication of the results and the deposition of the resulting archive in an approved repository. On occasions, unforeseen archaeological remains may still be discovered during the course of a development. A written scheme of investigation should consider how to react to such circumstances or it can be covered through an appropriate condition for a watching brief. Where remains discovered are deemed to be of national importance, the Welsh Ministers have the power to schedule the site and in such circumstances scheduled monument consent must be required before works can continue.*

Should any significant archaeological remains be encountered during the archaeological investigation the preservation or partial preservation of archaeological remains *in-situ* maybe considered by the local planning authority. The following advice concerning this is provided in the Planning Policy Wales Technical Advice Note 24: The Historic Environment (Welsh Gov, 2017):

4.11 *Measures can be taken to minimise the impact of a development proposal on identified archaeological remains and allow their preservation in situ. For example, those aspects of a proposal that might cause damage, such as drains and other services, may be relocated. Similarly, foundations may be redesigned so as not to penetrate archaeological layers, or augered piling may prove more acceptable than large-scale deep excavation. In considering these solutions, a local planning authority must consider both direct and indirect impacts, such as changes to the hydrology and soil chemistry of a site, and be confident that the development can be removed at a future date without additional impacts upon the buried remains. In some cases, it may be possible to enable the partial preservation of archaeological remains. However, leaving 'islands' of preserved archaeology is not desirable. Careful design can also minimise the effect upon setting, through detailed siting of the development, considering external appearances, the use of screening or by mitigating the visual impact of the proposals by removal of existing unsightly elements.*

Further advice concerning Written Scheme of Investigations and programmes of archaeological excavation and recording is stated below:

4.13 *Planning conditions will normally require the applicant to commission a qualified and competent expert to submit a written scheme of archaeological investigation (WSI) which describes the different stages of the work and demonstrates that it has been fully resourced and given adequate time. In approving this WSI, the local planning authority will identify who will act as their archaeological advisor for the programme, how it will be monitored both during the excavation/ fieldwork and post-*

excavation/fieldwork stages, and how each stage will be certified as fulfilling the planning conditions. The WSI may have to be amended between the outline and full planning applications and will need to be kept under regular review during the discharge of the conditions.

Local Planning Policy

The *Newport Local Development Plan (LDP) 2011 -2026* was adopted in January 2015. It sets out several detailed policies that seek to preserve and enhance Newport's historic environment. The following policies are relevant to the proposal:

Policy CE6 Archaeology states that proposals in areas known to have archaeological interest or potentially have archaeological interest will be required to undertake an archaeological impact assessment.

Policy CE7 Conservation Areas sets out the criteria that development proposals within or adjacent to the conservation area must comply with in order to preserve or enhance the conservation area.

Application for Planning Permission

Newport City Council granted the Client with Approval of Planning Permission in December 2024 under the application 24/0844, subject to the following conditions. This document answers the first phase of works as specified in item 2 of the Approval of Planning Permission, in accordance with the Town and Country Planning Act 1990.

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

Reason: To identify and record any features of archaeological interest discovered during the works, in order to mitigate the impact of the works on the archaeological resource.

In addition to the above, Henneb have recommended the following mitigation:

In order to mitigate the impact of the development on the archaeological resource we recommend that a condition, for a programme of archaeological work, taking the form of an archaeological watching brief during the groundworks required for the development, should be attached to any consent granted.

We envisage that this programme of work would take the form of a watching brief during the groundworks required for the development, with detailed contingency arrangements including the provision of sufficient time and resources to ensure that any archaeological features or finds that are located are properly investigated and recorded; it should include provision for any sampling that may prove necessary, post-excavation recording and assessment and reporting and possible publication of the results. (M. Jones, Henneb, 20.11.2024. Ref: NEW1682/MJ).

Archaeological and Historical Background

The following section is a summary of the archaeological and historical evidence found on the site and within a 500m radius. The evidence has been compiled using a Historic Environment Record search from the Heneb and using digital, cartographic and secondary sources. The data collected is considered to provide a good indication of the character, distribution and survival of known cultural heritage assets and the potential for as yet unknown archaeological remains on the site.

The only recorded Prehistoric remains recorded in the Heneb HER in the vicinity include a Neolithic greenstone axe that was found in 1954 on the corner of Lodge Road, c.880m to the north-west of the site (HER PRN: 00600g, NGR: ST 3329 9120), and a Neolithic arrow, discovered in 1957 during an excavation at Cold Bath Road, c.685m to the south-east of the site, in 1957 (GGAT HER PRN: 03643g, NGR: ST 336907).

Further afield is Lodge Wood Camp, a likely Iron Age hillfort situated on the top of a narrow ridge approximately 1.8km to the north-west of the site (SAM Ref: MM023, NGR: ST 32320 91362). It is rectangular in shape, covering an area of c.2.2ha, and is surrounded by a series of banks (5m high in places) and ditches with a narrow entrance at the west end. There is also a smaller enclosure present at the western end. An excavation by Howell and Pollard in 2000 concluded that it was established in the 5th century BC and it was inhabited, with periods of abandonment and modification, until the 4th century AD (Howell & Pollard, 2002). Approximately 2km to the east of the site is another later prehistoric enclosure called Priory Camp Wood (SAM Ref: MM049, NGR: ST 36087 90429). It consists of a roughly square earthwork surrounded by a parallel bank and ditch, and it covers an area of 1.6 ha.

Within the Caerleon Conservation Area and Archaeologically Sensitive Area there are 20 scheduled monuments that are associated with the Roman Period. These are mostly divided into two distinct areas, Caerleon Legionary Fortress and Caerleon Civil Settlement. The following summaries are from the scheduled monument descriptions:

The (Caerleon Legionary Fortress) monument comprises buried features and earthworks representing part of a Roman legionary fortress. The fortress at Caerleon, or Isca, is one of only three permanent legionary fortresses in Britain and was founded around AD75. Its construction was probably linked to the campaigns of the Governor of Britannia, Julius Frontinus, against the Silures. The fortress was home to the 2nd Augusta Legion, a legion of over 500 men. The site of the fortress was chosen for its position on gently rising ground adjacent to the river Usk at a point where it could be bridged but was also accessible to sea-going ships, and on the road between Wroxeter, Gloucester and Carmathen. The fortress covered an area of 50 acres and conformed to the standard playing card design, and had a gated entrance in the middle of each side. The fortress was in use by the 2nd Augusta Legion until around AD300 after which it continued to be partly occupied although there is no clear evidence to determine whether the occupation was military or civilian.

The earliest defences comprised a turf and clay bank surmounted by timber defences, timber towers forming gatehouses at each entrance, and single timber towers spaced at intervals around the fortress walls. A large V-shaped ditch, 8m wide and 2.5m deep, ran around the outside of the defences. Excavation of a section of the fortress defences in Prysg Field revealed that oak logs had been laid on the ground as a foundation for the bank. Over these foundations the bank was constructed using turves cut to regulation size, and clay dug from the external ditch. The bank had a vertical outer face and was 5.5m wide and up to 3m high. A road, the via sagularis, ran around the inside of the rampart and allowed soldiers rapid access to the defences in case of attack. At the beginning of the 2nd century AD the timber defences were rebuilt in stone. The outside face of the bank was fronted with a stone wall 1.5m thick,

the gates were fortified by twin towered stone gatehouses and a series of stone turrets replaced the individual timber towers.

*The internal layout of the fortress conformed to the standard legionary fortress plan, with the *via principalis* running E/W through the fort, the *via praetoria* running N/S to intersect with it, and a network of other roads linking the different areas of the fortress. The earliest buildings are likely to have been timber-built, later replaced in stone. In the centre of the fortress, under the modern Church, was the *Principa* or headquarters, behind which was the Legate's residence. Either side of the Legate's residence were a series of workshops, one of which, a large courtyard building, has been subject to geophysical survey. The results of the survey suggest that it was used for ironworking on an industrial scale. Barrack blocks were located both along the N side of the *via principalis* and inside the N defences. A section of the N barrack block complex was excavated in 1927/29 by Victor Nash Williams and is still exposed. The barrack blocks would have housed a legionary century (80 men), with 10 groups of eight men sharing two rooms. The smaller of the two rooms would have been used for storage and the larger room for sleeping. The centurion's residence, which included housing for junior officers and also offices, is located at the N end of each barrack block. A latrine block is located to the N of the barrack blocks, immediately inside the defensive bank. A series of ovens and cookhouses are located on the inside of the W rampart, separated from the barracks by the line of the *via sangularis*. (Cadw, SAM Ref: MM230).*

*The monument (Caerleon Civil Settlement) consists of the remains of a civil settlement, known as the *Canabae*, associated with and located on the W side of the Roman fortress of Isca. The extent of the civilian settlement is known as a result of geophysical survey and small scale excavation, and covers land to the S and W of the fortress, either side of the modern Broadway. The Broadway follows the line of a road of Roman date that led from the W gate of the fortress to the quay on the River Usk and was the main focus of civilian settlement. Geophysical survey in the fields around the amphitheatre revealed a complex of large public style buildings extending over an area of about 5 hectares. Work in the 1950s had indicated the presence of large roman buildings in this area, including a bath-house and a building with a monumental entranceway. The monumental complex revealed during the geophysical survey includes one of the largest buildings known from Roman Britain, as well as several other buildings reminiscent of roman 'public' military architecture. Small-scale excavation on the site confirmed that the monumental complex was Roman in date, probably going out of use in the early-3rd century AD, and that it consisted of three distinct structures. The monumental complex has been interpreted as part of the official civilian settlement, the *Canabae Legionis*. Other structures associated with the *Canabae* have been located through geophysical survey on both sides of the Broadway, running back approximately 50m from the road. The survey also revealed several small roads running off Broadway, along which structures were identified. The structures appear to be multi-phased and constructed from both timber and stone. The site of the 3rd century AD quay was identified at the W end of Broadway and was excavated in the 1960s, it lies under the modern golf course. Further settlement structures have been identified on the NW side of the fortress, in an area of allotments and playing fields, these are also included in the scheduling (Cadw, SAM Ref: MM231).*

The nearest scheduled monuments to the site are the *Caerleon Legionary Fortress* (Cadw Ref: MM230) 40 metres to the south and *Caerleon Legionary Fortress: Grounds of the St Cadoc's Home* (MM235) c. 80m to the north-west.

The site is situated on the location of former barrack blocks on the western side of the *via principalis* (Figure 6). These barrack blocks are constructed from stone and arranged in long, parallel rows. Each block consists of pairs of small rooms allocated to legionaries, connected at one end to a larger chamber designated for the centurion and his staff. Typically, a group of eight soldiers occupied each pair of rooms, with the smaller room used for storing equipment and the larger room serving as the sleeping

quarters. An archaeological excavation carried out in 1980–81, in advance of the Roman Gates development to the rear of the property, uncovered part of three Roman barrack blocks along with a sequence of construction phases that included both timber and stone structures. These phases spanned from the initial establishment of the site in AD 74–75 through to the mid-fourth century. Among the key findings was evidence for three distinct phases of construction of the *via sagularis*, a road that abutted one of the barrack blocks. The buildings themselves showed signs of having been modified or rebuilt during different periods of use.

Blocks A and B were identified as comparative examples of barrack rooms, with dimensions ranging from 8.3 to 12.2 square metres externally, and 12.8 to 16.0 square metres internally. The excavation also revealed a range of structural features, including well-preserved elements of the fortress defences. These consisted of a rampart standing up to 2 metres in height and measuring 3.7 metres in width, constructed from sand and clay and incorporating layers of turf. Adjacent to the rampart were further structures associated with the barrack blocks, again present in both timber and stone phases, as well as evidence of a post-legionary Romano-British phase of occupation.

Construction activity on the site occurred at various points throughout its use, with only Phase Four showing signs of coordinated building work across the entire area. In addition to the barrack blocks and rampart, several Roman roads were also excavated in both the northern and southern parts of the site. These roads were surfaced with gravel and small cobbles, occasionally interspersed with fragments of broken tile, representing the primary metalled surface of the period (HER Ref: PRN 02342g, NGR: ST 3400 9075 & PRN 03618g, NGR: ST 340 907).

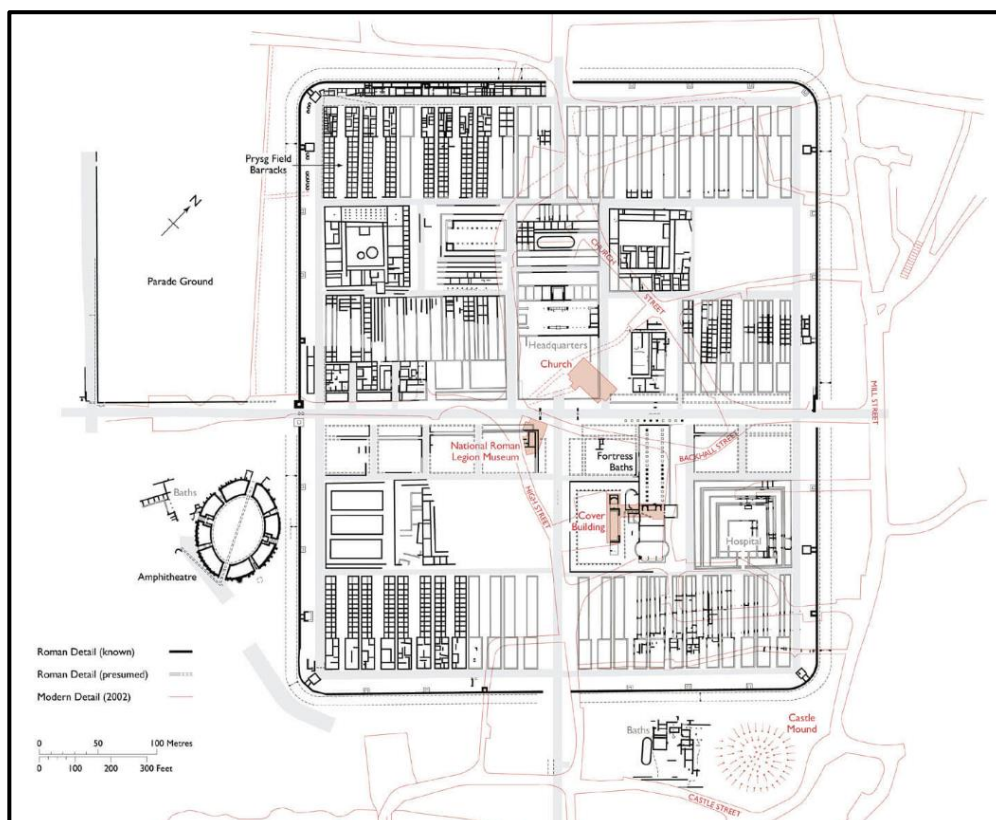


Figure 6: Plan of the Roman fort with a reconstruction of the original buildings (courtesy of <https://medievalheritage.eu>)

To the east of the site in the vicinity of No. 41 Backhall Street, is the site of the east gate of the fortress the *porta principalis sinistra* (HER Ref: PRN 00527g, NGR: ST 3408 9075).

Following the end of Roman administrative control in the early 5th century it is likely that the settlement continued, albeit perhaps not on the same scale. However, according to the 8th century historian

Nennius, the island of Britain had thirty-three cities, one of which was *Cair Lion*, interpreted to be Caerleon (Giles, 1848).

Very little is known about the Early Medieval period in Caerleon, but an early Christian cross was found in c.1854 in the churchyard (GGAT HER Ref: PRN00556g, NGR: ST 3391 9061). An inhumation from the late 7th century was also discovered cut into the Barrack Block B of the Roman Gates opposite the site (GGAT HER Ref: PRN08358g, NGR: ST 340907). By the Domesday Survey in 1086 a castle had been established at the south-eastern end of Mill Street, c. 300m to the south-east of the site (SAM Ref: MM014, GGAT HER PRN: 00542g/05135g, NGR: ST 34257 90535). The motte and bailey castle is thought to have been founded during the Norman advance from Chepstow by William Fitz Osborne and his son between 1067 and 1075. It occupies the area between the river crossing and the south-eastern defences of the Roman fortress, over which it partially overlies. The bailey extends to the south-west towards the Roman porta praetorian (south-eastern gate) and overlies the site of a Roman extra-mural bathhouse. The southern entrance into the bailey is marked by the remains of a 13th century angle tower, which is located adjacent to the Hanbury Arms (SAM Ref: MM037).

In the early 12th century, the castle was held by Robert de Chandos until it passed to the Welsh prince of Gwynllwg and Lord of Caerleon Iorwerth ap Owain. He held it until his death c.1184, except for an interruption in 1171-3, when it was seized by Henry II. In 1217 the castle was seized from Iorwerth's grandson, Morgan ap Howel, by William Marshal. Although Morgan attempted to sue Marshal in the King's Court for the return of his castle, he was unsuccessful. In 1245, following the death of Ansel Marshal, Caerleon passed to Richard de Clare and subsequently to Richard Duke of York and Edward IV's daughter Elizabeth, wife of Henry VII. It was later granted to William Herbert of Raglan, who's family still held it in 1622 when it was described *decayed and utterly ruined* (Cadw SAM description).

In 1171 Caerleon was an important market and borough, and a major port along the River Usk. In c.1622 an impressive Market Hall was built incorporating Roman columns at the junction of Cross Street and High Street, c.210m to the south-east of the site. The chamber was also used as a court room and a place of general assembly. It was demolished in 1848 (NPRN 408591).

Approximately 1km to the north of the site is a substantial 17th century artillery fort called Penrhos Camp (SAM Ref: MM011, NGR: ST 34220 91767). It was occupied by the Royalist Morgans of Llantarnam during the Civil War.

In 1840 the Tithe Map, Plan of the Parish of Llangattock juxta Caerleon, shows a terrace of cottages lining the western side of Backhall Street and the north-eastern side of Church Street (Figure 7). The site is in the middle of the terrace overlooking the broad junction between Church Street and Backhall Street. The width of the junction at that time may suggest a meeting point or an important thoroughfare. The house was located at the southern end of the plot, which remains the same length today, although the boundaries have since changed slightly. The plot's long, narrow configuration fronting onto a principal road is characteristic of a medieval burgage plot. It was described in the tithe apportionment as four houses and gardens (delineated on the map by dotted lines), occupied by Ann Rogers and James Limerick and owned by Seth Waters. The garden was in hand by Jarrett William. Behind the terrace, an orchard extended across much of the northern side of Church Street, representing a significant area of open land in an otherwise central location.

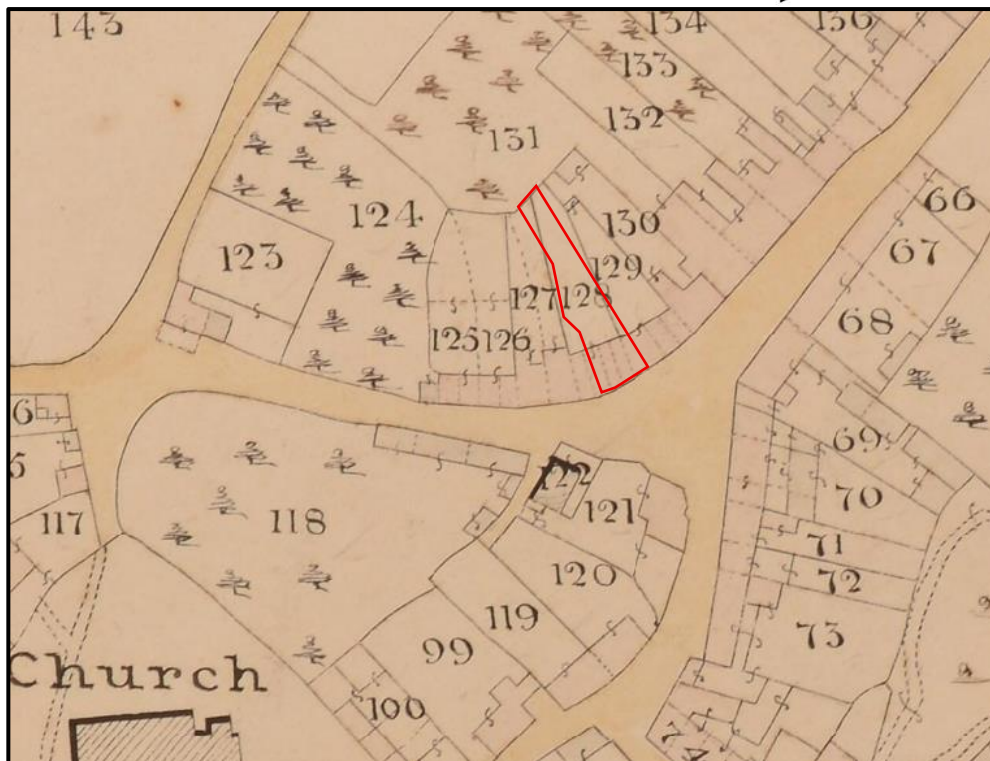


Figure 7: No. 2 Plan of the Parish of Llangattock juxta Caerleon in the County of Monmouth, 1840 (Courtesy of The National Library of Wales).

The same layout is shown on the First Edition Ordnance Survey (OS) map of 1881, although the neighbouring property had by then added a rear range extension, which slightly encroached onto the present western boundary of the site (Figure 8). Further details were shown in the 1917 OS map which outlined two cottages with a square structure to the rear, probably a shed or outhouse (Figure 9). There was no eastern garden boundary as it appeared to be a communal garden with six properties. An early 20th century photograph shows the terrace from a distance. The houses appear Georgian in appearance, with irregular roof heights indicating that they were not all contemporary (Figure 10).

By 1936 the house on the site had been demolished, leaving only three buildings on the northern side of Church Street (Figure 11). The plot outline from 1917 still survived. The plot was still vacant in 1949 (Figure 12), and it is likely that it remained so until the construction of the current building in the c.1960s.

Archaeological excavations undertaken prior to the Roman Gates development, to the rear of the property, uncovered substantial remains linked to the barrack blocks of the Caerleon Legionary Fortress. These remains date from the foundation of the site in AD 74–75 and span through to the mid-fourth century, reflecting successive phases of occupation and construction. The barracks were built in both timber and stone, and it is possible that structural remains still survive within the current site. Although little is known about Caerleon during the Early Medieval period, a late 7th-century inhumation was discovered cut into the remains of Roman Barrack Block B, on the opposite side of Church Street, suggesting some degree of continuity or re-use of the site. The 1840 tithe map shows the site as a typical burgage plot, which is likely to have been established in the medieval period. While the plot boundaries have changed slightly, the house will have been modified and rebuilt multiple times. An early 20th century photograph suggests that the house standing in 1840 – 1917 may have been Georgian. It was demolished after 1949, and the plot most likely remained vacant until the current house was built around the 1960s.



Figure 8: Ordnance Survey Map Monmouthshire Sheet XXIX, 1881 (Courtesy of Old Maps Online). Same shown in 1899

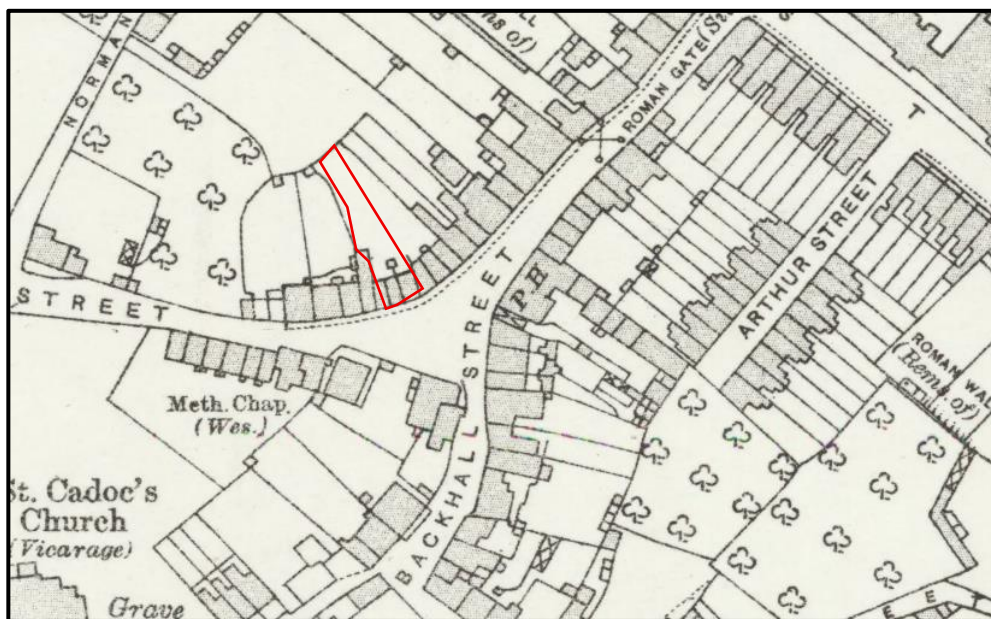


Figure 9: Ordnance Survey Map Monmouthshire Sheet XXIX.9 1917 (Courtesy of Old Maps Online)

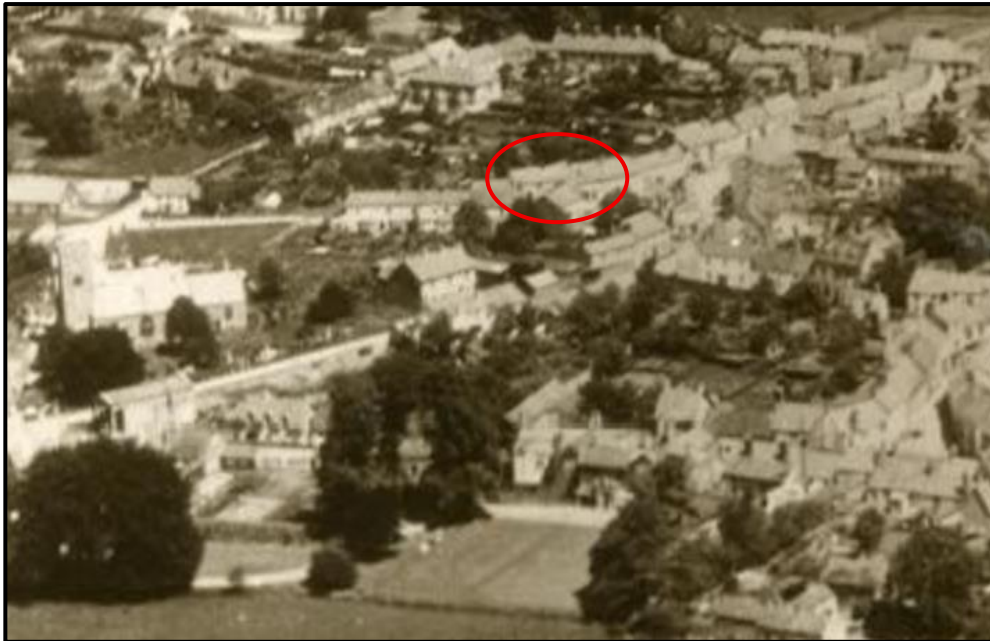


Figure 10: Aerial photograph, No date but prior to 1936 (Courtesy of Caerleon.net)

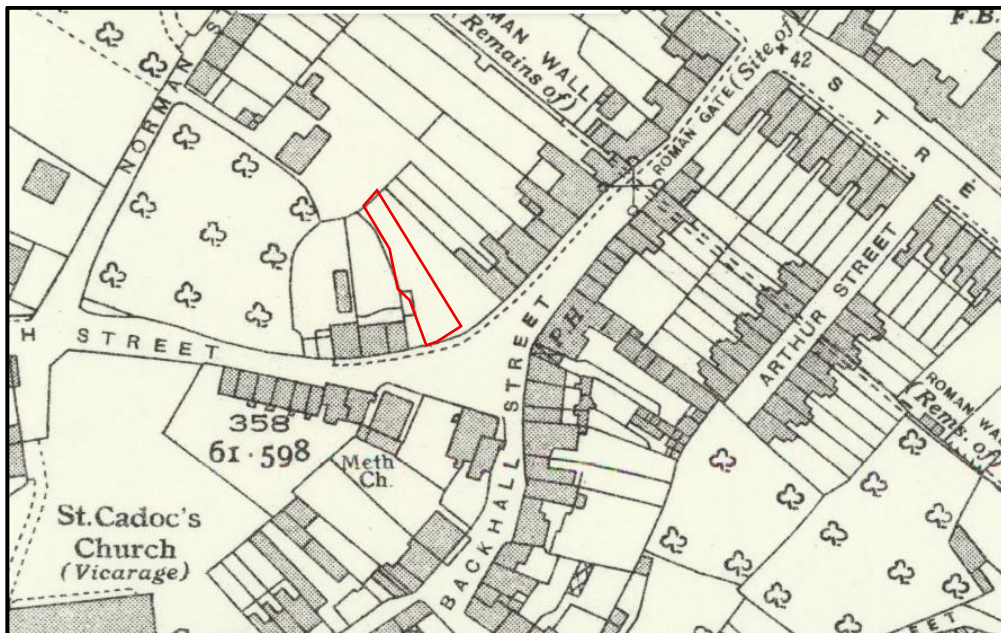


Figure 11: Ordnance Survey Map Monmouthshire Sheet XXIX.9. 1936 (Courtesy of Old Maps Online)

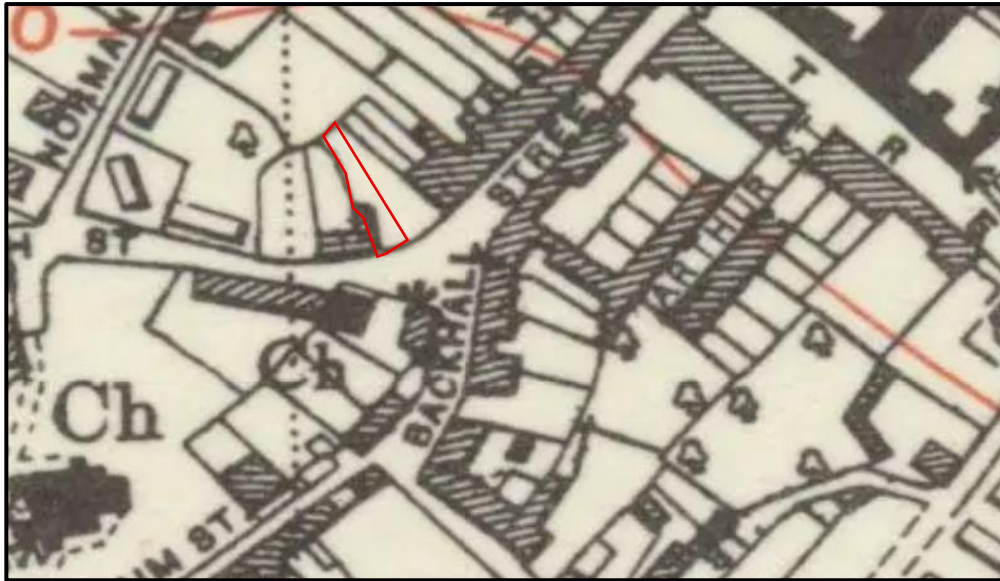


Figure 12: Ordnance Survey Map Monmouthshire Sheet XXIX.SW. 1949 (Courtesy of Old Maps Online)

Aims and Objectives

The following are a list of aims and objectives we would hope to achieve during the archaeological watching brief. The aims include but are not limited to:

- allow, within the resources available, the opportunity to gain information about and record the presence/absence, nature and date of any archaeological remains on the site affected by development, which could not be established with sufficient confidence in advance of works which may disturb them;
- enhance knowledge and archaeological understanding of any identified below-ground archaeological features on the site;
- identify any archaeological remains that require subsequent analysis, reporting and archiving beyond the remit of the archaeological watching brief;
- provide the facility to signal to the relevant authorities, before irreversible impact to remains that an archaeological and/or historic find has been made for which the resources allocated to the watching brief itself are inadequate to support their treatment to an adequate and satisfactory standard;
- contribute towards the development of strategies both to secure the preservation intact and in situ of significant to archaeological remains, and to ensure the long-term management of above-ground and below-ground archaeological remains.

The specific objectives of the archaeological watching brief are to:

- to observe and recover any artefacts of archaeological significance;
- to record the location, dimensions and nature of any deposits, features, structures or artefacts of archaeological significance;
- insofar as possible within methodological constraints, provide an understanding of the any archaeological remains;
- to explain any temporal, spatial or functional relationships between the structures/remains identified, and any relationships between these and the archaeological and historic elements of the wider landscape;
- contribute towards an understanding of the history of Caerleon on a local, regional and national basis.

Methodology

Archaeological Watching Brief

This document outlines a programme of archaeological work to ensure that a suitably qualified archaeologist is present during the undertaking of any ground disturbing works in the development area so that an archaeological watching brief can be conducted. The development must accord with the recommendations within this document and any supplementary addendums that are required. No works of construction, levels changes, re-grading or other site clearance or infrastructure works involving ground disturbance shall begin until this document has been submitted to and approved in writing by NCC.

Provision must be made by the Client should any significant archaeological remains be uncovered that require subsequent analysis, sampling, reporting and archiving beyond the remit of the archaeological works.

The proposed development involves the demolition of the rear conservatory and the construction of a single-storey front extension and a single-storey rear extension. The front extension will measure 2.5 metres in width and will project 1.3 metres from the existing front elevation. It will have a height of 2.1 metres to the eaves and 2.3 metres to the lowest point of the sloped roof. The rear extension will span 5.7 metres in width and will project 4.7 metres from the existing rear wall of the property. It will have a height of 2.5 metres to the eaves and 2.7 metres to the top of the flat roof (Figure 13).

The rationale underpinning the archaeological mitigation strategy at the site depends on two parallel approaches; Preservation *in situ* and Preservation by record. Where possible any archaeological remains found during the construction works will be preserved *in situ*. Preservation by record will only take place with mutual agreement of Churchill Archaeology, NCC and Heneb in areas where impact to archaeological remains is unavoidable. The archaeological potential and interest at the site has been demonstrated in the section above.

Following the approval of the WSHM by NCC and Heneb, the archaeological watching brief will be undertaken by Katie Churchill (BA MA MCIfA) of Churchill Archaeology. It will be undertaken in accordance with:

- Chartered Institute for Archaeologist's *Code of Conduct* (2022 edition).
- Chartered Institute for Archaeologist's *Standard for Archaeological Monitoring and Recording* (2023 edition).
- Chartered Institute for Archaeologist's *Universal Guidance for Archaeological Monitoring and Recording* (2023 edition).
- Chartered Institute for Archaeologist's *Standard for Archaeological Excavation* (2023 edition).
- Chartered Institute for Archaeologist's *Universal Guidance for Archaeological Excavation* (2023 edition).
- Chartered Institute for Archaeologist's *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials* (2020 edition).
- Chartered Institute for Archaeologist's *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives* (2020 edition)
- National Panel for Archaeological Archives in Wales, *The National Standard and Guidance for Collecting and Depositing Archaeological Archives in Wales, 2017*

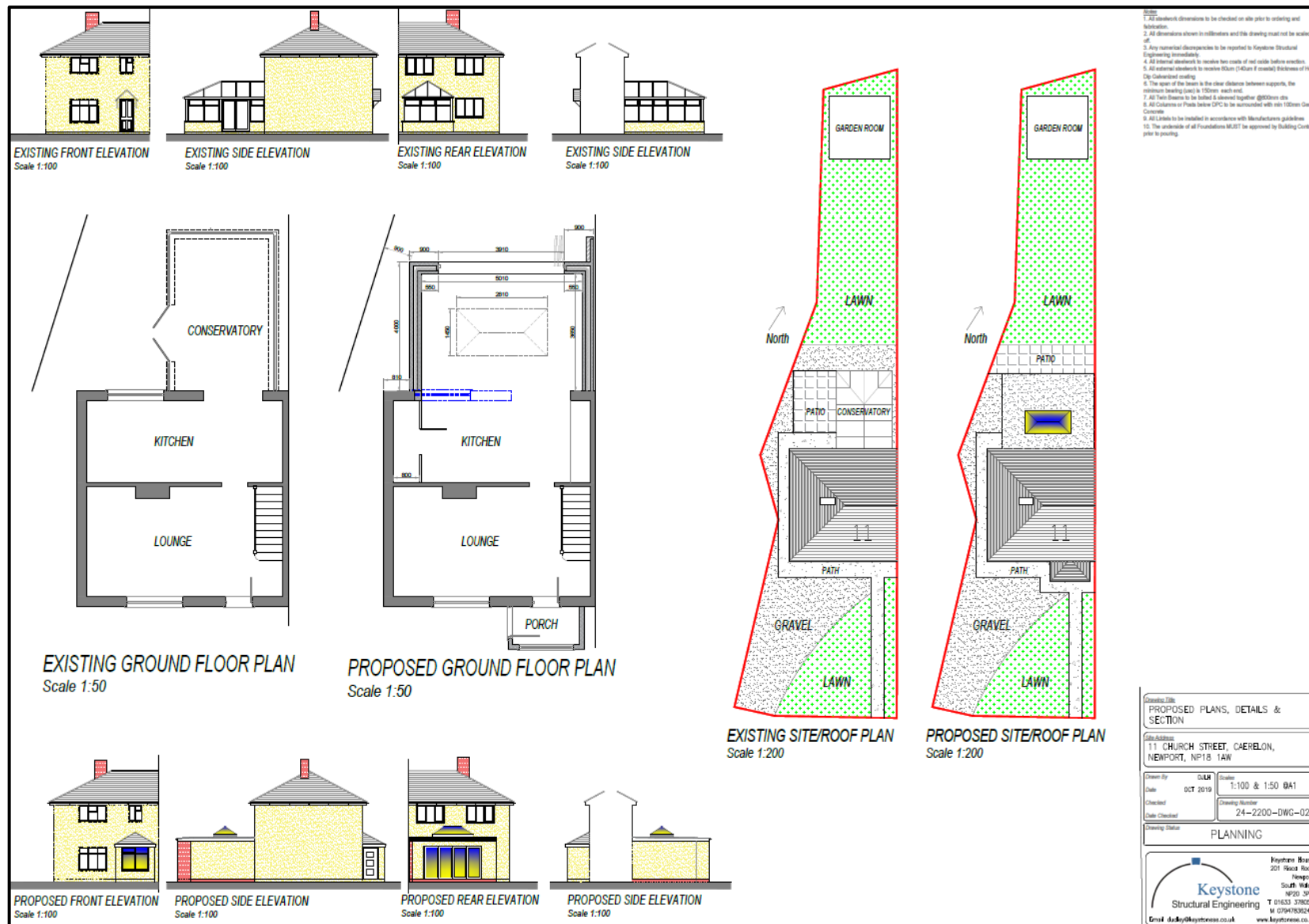


Figure 13: Proposed Plans, Details and Sections for 11 Church Street, Caerleon (Courtesy of Keystone Structural Engineering)

The timetable of the archaeological watching brief will be determined by the construction contractors on site under a design build basis. On arrival on site, the archaeologist will report to the site manager and conform to the arrangements for notification of entering and leaving site. The archaeologist will keep a record of the date, time and duration of all attendances at site, the names and numbers of archaeologists deployed and any actions taken. The archaeologist will wear appropriate PPE at all times.

If deposits and/or artefacts are exposed during excavations for the development which require recording and recovery, it may be necessary to delay works whilst the proper investigation and recording takes place. Watching brief recording can often be undertaken without delay to groundworks, depending upon the specific circumstances and flexibility of all the staff on site. Within the constraints of the terms of the watching brief work, the archaeologist will not cause unreasonable disruption to the maintenance of the work schedules of other contractors on site.

In the event of archaeological discoveries, the treatment of which (either arising from the volume/quantity of material and/or the complexity/importance of the material) is beyond the resources deployed for a watching brief, Churchill Archaeology will arrange a site meeting/telephone consultation with the Client, Heneb, and NCC. The aim of the meeting will be to confirm that an archaeological find has been made, for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard, and to identify measures, which would be sufficient to support treatment to a satisfactory and proper standard prior to destruction of the material in question. An addendum to this WSHM highlighting the methodology of the additional work may be required.

Any archaeological deposits, features and structures identified, which can be investigated and recorded under the terms of the watching brief, will be excavated manually in a controlled and stratigraphic manner sufficient to address the aims and objectives of the project – subject to the limitations on site access.

It may not be necessary to excavate the complete stratigraphic sequence to geologically lain deposits, but the inter-relationships between archaeological deposits, features and structures will be investigated sufficiently to address the aims and objectives of the project and the complete stratigraphic sequence to geologically lain deposits will be investigated where practicable. The method of recording will follow the normal principles of stratigraphic excavation and the stratigraphy of each trench even where no archaeological deposits have been identified. Records will comprise digital, survey, drawn, written and photographic data. Each archaeological feature will be individually documented on unique context sheets, and hand drawn in section and plan. Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements. A register of contexts will be kept. Site plans will be drawn at 1:50 or 1:20 depending on complexity. Detailed plans of individual features, structures or layers will be at an appropriate scale (1:10 or 1:20). A register of plans will be kept. Long sections showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20. A register of sections will be kept.

All finds will be assessed in order to recover information that will contribute to an understanding of their date and function. All significant and diagnostic artefacts discovered will be recovered for processing and analysis except for items dating to the late 20th and 21st centuries AD. A sample of post-1800 finds will be recovered, photographed and recorded by material type, form, identification and if necessary, weight and considered for discard. Artefacts will only be considered for long-term retention if they have particular intrinsic qualities that shed light on the history of the site. All retained finds will be stabilised and packaged in accordance with the Chartered Institute for Archaeologists' *Standard and Guidance for the collection, documentation, conservation and research of archaeological materials* (2020) and the requirements of the organisation nominated to receive the archive. With agreement of

the landowner and NCC, any de-selected material will be deposited accordingly. The terms of the *Treasure Act* (1996) will be followed with regard to any items discovered to which the Act would apply. Such items will be removed to a safe place and reported to the local coroner as required. Where removal cannot be undertaken on the day of discovery suitable security measures will be taken by the Client to protect the items from unlawful removal.

If any significant finds or samples for scientific dating are discovered that require subsequent analysis, reporting and archiving beyond the remit of the archaeological watching brief a meeting between Churchill Archaeology and the Client will be convened and a separate fee proposal will be provided. Provision should be made by the Client should any significant finds or samples be discovered that require coarse sieving, floatation and other techniques as appropriate by a specialist analysis.

Samples for scientific dating will be taken if suitable material is encountered during the watching brief. The retention of artefacts and samples will only take place where appropriate measures are in place to mitigate the risks and hazards associated with toxic, chemical or biohazard contamination. If any samples are required, a scientific dating strategy will be devised in accordance with the latest guidelines and with guidance from a suitably qualified and experienced bio-archaeologist and historic metallurgist. However, for guidance purposes the minimum feature sampling requirements will be:

- 50% of each discrete feature (e.g. pits and postholes)
- 25% of the exposed areas of each linear feature and all terminals/intersections with at least 1m's length excavated
- 50% of structural features (e.g. beam slots)
- 50%-100% of domestic/industrial working features (e.g. hearths and ovens)
- Surviving structural elements such as walls/floors will be exposed and cleaned

Where appropriate specialist samples (plant macro fossils, pollen, insects, molluscs, fish/animal bone, slag, furnace lining, metallurgical residues such as hammerscale, etc.) will be collected and retained by an appropriate specialist on behalf of Churchill Archaeology. Each sample will be numbered and cross-referenced to context. Sample record sheets will include context information, location and reason for sampling. A register of samples will be kept. Recommendations for discard/further analysis (including the sub-sampling volumes) will be made in accordance with the English Heritage (Historic England) guidance documents *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-Excavation* (2011) and *Geoarchaeology – Using Earth Sciences to Understand the Archaeological Record* (2015).

Any human remains discovered will be left *in situ* and protected and Churchill Archaeology will inform the Client at the earliest opportunity to discuss alternative locations for the works. If removal is necessary, a discussion will be held between Churchill Archaeology, the Client, Heneb and NCC and an addendum to this WSHM will be required. If the exhumation is approved by the relevant regulatory authorities and appropriate funding is provided, an Osteologist will be consulted in accordance with the Historic England document *The Role of the Human Osteologist in an Archaeological Fieldwork Project* (2018). As above provision should be made by the Client should an Osteologist be required.

The watching brief will be surveyed with respect to the nearest Ordnance Survey datum point and with reference to the Ordnance Survey National Grid. The observed areas, trenches, works, deposits, features and structures within them will be accurately located on a site plan prepared at most appropriate and largest scale. The photographic record will be secured by a 20MP digital SLR camera. A register of photographs will be kept.

The Client or the Client's Agent will be responsible for securing information on known services within the Site and providing such information to Churchill Archaeology. However, Churchill Archaeology will

take all reasonable precautions to avoid damage to such services. The Client or the Client's Agent will be responsible for securing the site during the archaeological watching brief. The provision of site welfare facilities for the staff of Churchill Archaeology is the responsibility of the Client.

At or towards the conclusion of the archaeological watching brief a site meeting/conversation will be arranged at which the works can be inspected/discussed with a view to confirming completion of the archaeological attendances and compliance with the archaeological mitigation strategy. Upon such confirmation the site can be handed over to the Client or Client's Agent. A report of the archaeological recording will be sent to the Client for comment and then submitted to NCC.

Any exposed surfaces in which archaeological remains are outcropping will be protected by a layer of geotextile on which graded material may be placed and compacted. The cost of the geotextile material will be the responsibility of the Client and a provision for this should be made by the Client. At present no special arrangements are required for reinstatement.

Post-excavation and reporting

At the conclusion of the archaeological fieldwork, a full archaeological report will be prepared in accordance with ClfA standards and guidance and prevailing best practice. This report will be based on a programme of assessment of the site investigation records and finds and it will include the retrospective results of the core hole excavation. It will be prepared after the retained artefacts have been cleaned, identified (if possible), labelled, assessed and dated (if possible). This should be submitted to the Client within six months after the completed fieldwork, unless the delivery of the report be depended on the incorporation of reports arising from specialist and/or laboratory work, then a revised timetable for delivery of the draft report may be agreed upon conclusion of the fieldwork stage.

The report would normally include the following:

- A summary (English and Welsh);
- A table of contents;
- An introduction with acknowledgements, including a list of all those involved in the project and the location and description of the site;
- A statement of the project aims;
- An account of the project methodology undertaken, with an assessment of the same to include a statement on preservation bias and the means of data collection and sampling strategies;
- A factual summary of the history, development and use of the site;
- A statement setting out the nature, quantity and condition of the material archive (artefacts and ecofacts) including commentary on any bias observed due to collection and sampling strategies and commentary on long-term storage requirements;
- A statement setting out the nature and quantity of the documentary archive (notes, photographs, drawings, digital data);
- A general site plan indicating the position and size of the areas subject to archaeological investigations and the locations of archaeological deposits and features identified and recorded during the works;
- Plans and sections at appropriate scales, augmented with appropriate photographs. All plans and sections will be related to the Ordnance Survey datum levels and to the National Grid;
- Other maps, plans, drawings, stratigraphic matrices and photographs as appropriate;

- Summary reports on the artefact, bio-archaeological, archaeo-industrial, dating and other assessments with a Welsh language summary if necessary;
- A discussion of the location, extent, date, nature, condition, quality and significance of any archaeological deposits and finds identified during the project;
- A statement of potential comprising a considered statement on the value of the data with reference to the aims and objectives of the project and the potential value of the data-collection to local, regional and national research priorities;
- A discussion of any research implications arising from the archaeological work;
- Notes on consultations with conservators and the nominated archive repository related the immediate and long-term conservation and storage requirements for the data held in the site archive and recommendations of retention/discard of artefacts and ecofacts;
- A bibliography sources consulted;
- Appendices to the report will include artefact catalogues, reports on assessments/analyses and an index to the project archive and a statement on its location/proposed repository. It would also include a copy of the WSI;
- Recommendations for publication and dissemination.

As part of a commitment to reducing our carbon footprint and archive storage, text and illustrations will be supplied in electronic formats unless specifically requested. One digital .PDF copy of a draft version of the reports will be made available for comment to the Client. Churchill Archaeology will take into account any observations they have on the draft text and illustrations and a final version will be issued within six months of the completion of the works. A digital report will be submitted to the RCAHMW (as per their guidelines) and the Heneb HER.

Archive

In Wales, the ownership of objects rests with the landowner, except where other law overrides. If any finds of significance are found, it is the responsibility of the archaeologist undertaking the fieldwork to endeavour to obtain the written consent of the landowner for finds donation and deposition with a relevant museum. If the landowner is unwilling, the archaeologist must endeavour to ensure all artefacts and ecofacts are recorded, safely packaged and conserved where appropriate before transfer to the owner, and that their location and ownership are stated in the site archive and public record. It should be noted that the owner's explicit (written) permission is required before entering such personal information in the public record.

If the landowner is willing, any finds of international importance are discovered will be offered to the National Museums of Wales. However, the anticipated recipient organisation for the project archive is the National Roman Legion Museum. Contact will be made with the organisation if any significant finds are recovered. Churchill Archaeology will maintain the archive until the period of report preparation is complete. If no significant archaeological remains or features are uncovered the project archive will only consist of a digital archive. In this event any primary written documents or drawn plans will be scanned for inclusion within the digital archive. Only final images will be included within the archive. The archive will be sent to the RCAHMW as per their guidelines. A digital copy of the report will also be submitted to the Gwent Archives and the GGATHER following guidance in Heneb: The Trust for Welsh Archaeology's *Guidance for the Submission of Data to the Heneb Historic Environment Record (HER)* (2024).

In the unlikely event that artefacts of significant monetary value are discovered, and if they are not subject to Treasure Act legislation, separate ownership arrangements may be negotiated.

Costs associated with the deposition of the archive will be met by the Client.

Churchill Archaeology will adhere to the arrangements for archive preparation and submission in line with the recommendations set out in *The National Standard and Guidance for Collecting and Depositing Archaeological Archives in Wales (2017)*, ClfA's *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (ClfA, 2020) and D. H. Brown's *Archaeological Archives A guide to best practice in the creation, compilation, transfer and curation* (AAF 2011). The archive will follow the following guidelines:

- All material likely to be incorporated into the project archive, including written records, drawings, photographs, x-radiographs, digital material, finds and samples must be managed to minimise the risk of damage, deterioration, loss or theft.
- Appropriate materials should be used for making written records, drawings and photographs and in cleaning, marking, labelling and packing finds. An index of archive components and compiling a list of contents should be provided.
- A consistent, well documented, terminology should be used in making all paper and digital records.
- All drawings and photographs should be marked with the project identifier, and where relevant have a key to identify the subject, scale, location and orientation.
- All born digital material should be included in the archive, together with appropriate digital material compiled from paper records.
- Digital material should be fully documented and created according to recognised standards and guidelines as made available by the Archaeology Data Service *Guidelines for Depositors 2015*.
- Security copies of all digital material should be created and managed as appropriate.
- Finds and other materials should be collected, sorted, cleaned, marked or labelled, recorded and packed in accordance with recognised standards as summarised in AAF 2007.
- Metal finds should be x-radiographed in accordance with recognised guidelines (currently Fell et al 2006).
- All personnel engaged in the specialist analysis of archaeological records or objects must be suitably qualified and experienced, and be familiar with, and follow, recognised standards of recording and treatment.
- All archaeologists should treat human remains in accordance with recognised standards for collection, treatment, analysis and storage (see DCMS 2005, Church of England and English Heritage 2005).
- Analytical and interpretative activities should be documented so that all procedures and terminologies can be clearly understood.
- Project reports (including grey literature and OASIS and other on-line entries) and publications must identify the archive repository and provide the accession number issued by the repository or, if this is not available, the Site Code.

- Digital archive material should be deposited with a trusted digital repository, where data migration and backup procedures are in place, and the integrity of the digital archive is maintained.

Copyright and Confidentiality

Copyright

Copyright of any commissioned reports and any other project documents prepared by Churchill Archaeology will be retained by Churchill Archaeology under the Copyright, Designs and Patents Act of 1988; excepting that an exclusive licence will be provided to the Client, NCC and Heneb for the use of such documents by the Client and the Council in all matters directly relating to the project.

The copyright of this document remains with Churchill Archaeology, subject to the same exclusive licence.

Confidentiality

Churchill Archaeology will treat as confidential all information obtained directly or indirectly from the Client and representatives in connection with the works and will not, without the prior consent disclose any information relating to the works or publicise the project in any way.

Staffing and Monitoring

The project will be managed and undertaken by Kate Churchill, BA MA MCIfA, of Churchill Archaeology. She is the main point of contact during the archaeological works (Tel: 07733005812, email: katie@churchillarchaeology.com).

In the event of significant finds, features or samples for scientific dating are discovered that require subsequent analysis, reporting and archiving beyond the remit of the archaeological watching brief a meeting between Churchill Archaeology, the client and Heneb/NCC will be convened to discuss the employment of additional specialist. A list of specialists is provided below; however, the list can be edited following advice from Heneb.

Specialism	Specialist
Flint	Amelia Pannett (Cadw), Tom Elliott (HE)
Animal bone	Richard Madgwick (Cardiff Uni)
CBM, heat affected clay, Daub etc.	Rachael Hall (APS)
Clay pipe	David Higgins (Uni of Liverpool)
Glass	Vanessa Castagnino (Uni of York/Freelance)
Cremated and noncremated human bone	Richard Madgwick (Cardiff University)
Metalwork	Vanessa Castagnino (Uni of York/Freelance)
Industrial and Metallurgical Residues	Vanessa Castagnino (Uni of York/Freelance)/ Dr Tim Young (GeoArch)
Neo/BA pottery	Alex Gibson (Bradford University) / Barbara Mc Nee (Uni of Southampton)
IA/Roman pottery	Mark Lewis (National Museum Wales), Jane Timby (Freelance)
Roman Pottery	Mark Lewis (National Museum Wales), Jane Timby (Freelance)
Post Roman pottery for Monmouthshire	Stephen Clarke (Monmouthshire Archaeology) / Paul Blinkhorn (Freelance)
Charcoal (wood ID)	John Carrot (Freelance)
Waterlogged wood	Nigel Nayling (University of Wales – Lampeter)

Molluscs and pollen	James Rackham (Freelance) / James Morris (Uni of Central Lancashire)
Charred and waterlogged plant remains	Timothy Knowles (Bristol University), Wendy Carruthers (Freelance)

Churchill Archaeology will monitor the archaeological works on behalf of the Client and Heneb will act on behalf of the Council. Reasonable access to the site works will be provided by the Construction Contractor to representatives of Churchill Archaeology, Heneb and the Council in order to monitor and view the works. A site tour and opportunity to scrutinise artefacts and site records should be provided to the monitors and guests. Any monitoring visits or communications will be documented by Churchill Archaeology and copied to the Client.

Churchill Archaeology will ensure that any significant results recovered during the archaeological investigation is brought to the attention of the relevant organisations as soon as is practicably possible, and certainly within 24 hours.

Should any contractual disputes or differences in respect to the proposed work arise during the archaeological watching brief, the ClfA will be consulted and if required, the Archaeological Contractor should encourage the parties involved to agree to be subject to the ClfA's arbitration scheme. For further details please see the ClfA's *Regulations for the registrations of organisations complaints procedure* (2019).

Programme

Following confirmation of this document by Heneb and NCC, Churchill Archaeology should be available to mobilise with a weeks' notice. As long as there are no significant events (such as groundwater, significant remains that require additional analysis, contaminated soil etc) the watching brief should not delay the groundworks, the timetable and duration of which is currently unknown. Once the fieldwork is complete a final watching brief report will be supplied to the client within six months, provided no samples or specialist analysis is required.

Access and Security

The Client and the Client's Agent will allow access to the site for archaeological personnel. The costs of any delays as a result of withheld access will be passed on to the Client in addition to the project costs already specified.

The Client or the Client's Agent will be responsible for maintaining and locking any fencing/gates etc around the excavations within the site in accordance with health and safety provisions.

Insurance

The archaeological evaluation will take place under Churchill Archaeology insurance. This includes the following:

- Professional indemnity insurance - £100,000
- Public Liability Insurance - £2,000,000

Health and Safety

Churchill Archaeology will adhere to all relevant health and safety legislation and be guided by, inter alia, the *Health and Safety at Work Act* (1974), *Construction Design and Management (CDM) Regulations* (2015), *Management of Health and Safety at Work Regulations* (1999) and the *Personal Protective Equipment at Work Regulations* (2002).

While carrying out the works Churchill Archaeology will operate in accordance with all applicable Health and Safety Legislation and have all necessary protective clothing and equipment. Churchill Archaeology will submit a Health and Safety Risk Assessment to the clients before site works commence.

Where contaminated material is present in the surface or sub-surface deposits at the site appropriate measures will be taken by Churchill Archaeology to ensure the health and safety of all personnel who may come into contact with contaminants. In case of encountering contaminated soil, the archaeologist will inform the Client immediately. The aim of the meeting will be to confirm that contaminated soil has been found for which the resources allocated to the watching brief itself are not sufficient to support treatment to a satisfactory and proper standard and identify measures, which would be sufficient to support treatment to a satisfactory and proper standard.

Acknowledgements

Churchill Archaeology would like to thank Mr James Morse for commissioning the project and for their support. Churchill Archaeology would also like to thank Mike Jones and the HER team at Heneb , and the planning and heritage team at NCC, in particular Harpreet Khela, for their guidance in the approval of this document and the project as a whole.

K. Churchill BA MA MCIfA

October 2025

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The Historic Environment (Wales) Act (National Assembly for Wales, 2016)

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Planning Policy Wales Technical Advice Note 24: The Historic Environment (Welsh Gov, 2017)

Purcell UK. *Caerleon Conservation Area Appraisal* (NCC, 2018)

The Town and Country Planning (Development Management Procedure) (Wales) Order (2012)

APPENDIX A:

Data Management Plan

Data Management Plan

Section 1: Project Administration

Project ID / OASIS ID
CA112
Project Name
11 Vine Cottages
Project Description
Archaeological watching brief during the construction of front and rear extension
Project Funder / Grant reference
Mr J. Morse
Project Manager
Kate Churchill, Archaeologist, Churchill Archaeology (07733005812)
Principal Investigator / Researcher
Kate Churchill, Archaeologist, Churchill Archaeology (07733005812)
Data Contact Person
Kate Churchill, Archaeologist, Churchill Archaeology (07733005812)
Date DMP created
10/10/25
Date DMP last updated
10/10/25
Version
1
Related data management policies
Due to the small scale of the project there are no particular requirements, guidelines or data management policies required beyond those mentioned in the WSI.

Section 2: Data Collection

What data will you collect or create?
Word/PDF documents including WSI, Risk Assessment, Archaeological Watching Brief Report c.100MB. Images (jpegs) 10, 40MB Scans of drawings and field documents 10, 12MB
How will the data be collected or created?
The data will be collected via handwritten documents in the field and scanned in. The files will be downloaded on to the main system and filed and catalogued appropriately under the project file. The photographs will be downloaded on to the main system and filed and catalogued appropriately under the project file. The documents will be prepared using word and filed and catalogued appropriately under the project file.

Section 3: Documentation and metadata

What documentation and metadata will accompany the data?
A paper copy of all the digital data and their catalogues will be kept within the Churchill Archaeology Archive.

Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?
Copyright of any data and any other project documents prepared by Churchill Archaeology will be retained by Churchill Archaeology under the Copyright, Designs and Patents Act of 1988; excepting that an exclusive licence will be provided to the Client, NCC and Heneb for the use of such documents in all matters directly relating to the project. Any breach of this Act will be managed appropriately.

Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?
The data will be stored on the Churchill Archaeology System and backed up weekly on to a separate archive. It is accessible to all Churchill Archaeology employees.

Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?
If no significant archaeological remains or features are uncovered the project archive will only consist solely of a digital archive. In this event any primary written documents or drawn plans will be scanned for inclusion within the digital archive. Only final images will be included within the archive. The data will only be share with the Client, NCC and Henneb unless otherwise agreed.
What is the long-term preservation plan for the dataset?
The digital archive will be submitted to RCAHMS and a copy will be retained by Churchill Archaeology. In the future if the current storage system is replaced and deemed obsolete, the data will be transferred to a new system.
Have you contacted the data repository?
RCAHMS has been identified as the main data repository. Discussions will be held with them following the fieldwork stage of the project as it is currently uncertain how large the archive is likely to be.
Have the costs of archiving been fully considered?
As stated in the WSI, the costs of archiving will be met by the Client.

Section 7: Data Sharing

How will you share the data and make it accessible?
The data will be transferred to the Client and the relevant authorities via email, or if the documents are too large, via we transfer or dropbox. Discussions will be held with the recipient to ascertain the safest and secure way to send the data.
Are any restrictions on data sharing required?
Churchill Archaeology will treat as confidential all information obtained directly or indirectly from the Client and representatives in connection with the works and will not, without the prior consent disclose any information relating to the works or publicise the project in any way.

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?
Kate Churchill, Archaeologist, Churchill Archaeology.