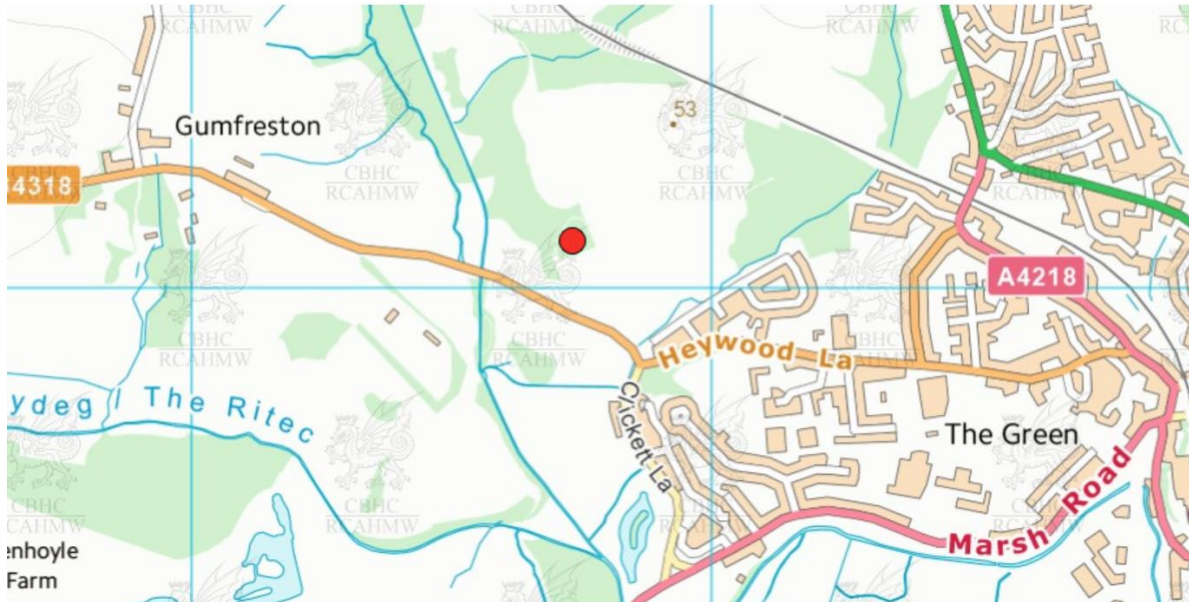


PROJECT DESIGN SCOTSBOROUGH HOUSE

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SCOTSBOROUGH HOUSE RUINS LOCATION. 2020.

(<https://coflein.gov.uk/en/site/30225/details/scotsborough-house-ruins-tenby>)

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE OF THIS INVESTIGATION

The Welsh County Council of Pembrokeshire in conjunction with Western Power Distribution has asked the Gwynedd Archaeological Trust to do a thorough Investigation of the Scotsborough House Ruins in Pembrokeshire. This is intended to be an archaeological survey of the area in order to investigate in more depth anything of significant heritage importance to determine whether it is economically feasible to place electrical pylons in this area to accommodate the power needs of the local seaside resort town of Tenby.

1.2 ARCHAEOLOGICAL BACKGROUND TO SCOTSBOROUGH HOUSE

Scotsborough House consists mainly of the remains of a large dilapidated mansion house which can be found near to the village of Gumfreston and is at nearest approximation just over a kilometre to the west of Tenby town centre in Pembrokeshire. The origins of this house go far back as the mid to late Middle Ages and it was occupied as later as the 19th Century. The site is listed as a Scheduled Ancient Monument.

1.3 GWYNEDD ARCHAEOLOGICAL TRUST

Gwynedd Archaeological Trust act as commercial archaeologists and have been commissioned for the archaeological and specialist expertise to investigate the site

before building or determine whether or not the site is of significant importance to Welsh heritage, in which event recommendations for the site would change.

2. OBJECTIVES

- To undertake an archaeological survey of the property to identify and record all visible sites, features and landscape elements of archaeological or historic interest. This will augment the existing archaeological data held by the National Trust's Sites and Monuments Record.
- To produce a full documented inventory of any monuments in the area and to record them with any local governmental body or institution faced in the heritage industries such as Tenby museum.
- To assess in what degree the local archaeology has degraded overtime and whether or not any invasive or destructive work needs to be done for the safety of individuals in the area or potential damage to property.
- To record any and all finds relevant to the historical record. In which the house was originally occupied and record them.
- To use any and all documentation and archives then correlate and interpret the findings with this documentation so that an understanding of land use an interaction with settlements in industry in the area for the historical record.

2.1 WESTERN POWER DISTRIBUTION/PEMBROKESHIRE COUNTY COUNCIL BRIEF

The main objective of this investigation is to investigate the archaeology and heritage of this area within the proximity of the Scotsborough House ruins. Once the investigation has been completed full recommendation can be given to start construction of new electrical pylons to help with local power supply or further recommendations in the event of unforeseen circumstances to construct elsewhere.

3. METHODS STATEMENT

The Research framework for the archaeology of South Wales taken from (<https://www.archaeoleg.org.uk>) will be used as the main guidance for any professional archaeology done in the area of the Scotsborough House ruins during the course of the proposed project design.

3.1 What follows is the work programme to be submitted following the objectives of the archaeological work to be done that has been summarised above.

3.2 DOCUMENTARY STUDY

The aim of the documentary study is to compare and contrast documented findings of the area in order to support field reconnaissance.

3.3 FIELD SURVEY METHODOLOGY

Reconnaissance: mainly consists of research and archive information of the area that has been documented and any archaeological investigations that have been done in the past.

Next reconnaissance would consist of non-invasive archaeological techniques such as field walking and aerial surveillance and pictures.

Mapping will generate data for the desk-based study and will serve as guidance for any archaeological work done on the property. This will also be used and incorporated into the investigation, as well as being added to the historical record of the area if required. If there is not enough map reconnaissance on record or insufficient or low-quality cartography, then aerial reconnaissance and satellite mapping will be used to substitute for this lack of information and clarity.

Geology and Topography will be taken into consideration for health and safety purposes, as well as the archaeological investigation, as this could impact on any further construction at a later date. A full geological survey of the area will be conducted later on as this may have a larger bearing on construction of the pylons.

Site Description and Assessment: The property itself can be found to the North East on the side of a low hill and also overlooks a rather marshy inlet of the Ritec River (Rhydeg). According to historical records the land is prone to flooding, though has been reclaimed. However, there is still risk of flooding because of the tidal nature of the inlet. In order to get to the site, the area must first be accessed via a muddy track which comes from the North East of the B4318 road from Sageston on its way to Tenby. The path goes along the west side of the house before going round to the north-east and follows the slope of the hill in an eastern direction. A public walkway goes along the route of this track from which the remains of the house can easily be seen. The remaining walls of the house and its associated barriers are now enveloped by a band of intrusive woodland, brambles and ivy which clings to most of the house's remains. The border of the Scheduled region is defined by a post and barbed wire fence, although this has fallen into disrepair in places. This allows public free access to the area if not strictly speaking legally which must be taken into consideration as well as that of local farmers sheep which must also be taken into consideration.

The condition survey will entail visiting the site, recording its current condition and making the assessment of whether or not there is any danger from plants or wildlife. It must then be decided whether or not to perform any management in the area to protect any endangered animal or plant life as well as to protect members of the public or people conducting this archaeological investigation.

Archive Information as previously stated will be used as support for other stages of the investigation, particularly in its inception. The main archive information that will be used was undertaken mainly by the Dyfed Archaeological Trust in April 2016 and is this the most recent documentation of the area performed by a professional body.

Aerial Photography: If there is not enough or insufficient aerial photography on record, aerial reconnaissance will be performed in order to gain as much relevant information as possible. All information including aerial photography will be recorded.

4. HUMAN RESOURCE AND RISK MANAGEMENT

4.1 HEALTH AND SAFETY

As health and safety is an extremely important issue, all archaeologists and people on property while work is being undertaken, will follow the 'Basic Health and Safety Advice in Archaeology' as laid down by BAJR (British Archaeological Jobs Resource)

It is unlikely given the remote nature of the site, but it is possible that members of the public may come close, therefore it is important to keep the area cordoned off in order to make sure no one steps on site accidentally without prior permission, the required training and the proper personal protective equipment.

4.2 INSURANCE

Once a full investigation of the area and a full risk assessment has been made insurance will be supplied.

4.3 CONFIDENTIALITY

The report is designed as a document for the specific use of The County Council and will therefore be published and a matter of public record. All people employed on site will sign confidentiality waivers so that they will not publish or inform any local regional or national newspapers or other forms of media without expressed permission from the County Council or their employers beforehand.

4.4 PROJECT MONITORING

Throughout this project full oversight will be undertaken in order to monitor and assess whether any changes need to be made and will be agreed upon with the County Council and Western Power. This will also be done in order to edit the completed report that will be passed back to the client within three months of the submission of the first draft report.

4.5 INTERACTION WITH THE LOCAL COMUNITY

As this is an area of local concern, interaction with the community is particularly important. Therefore, if anyone wants to come and see the site, they are welcome to, providing they follow all safety regulations on site and are supervised at all times.

Any artefacts found will be offered to the Tenby museum if they should want them, if not then the artefacts will be sorted and documented then backfilled.

4.6 SITE OF IMPORTANT HERITAGE

Should any finds be found that are of significant important to heritage in Wales, a furthermore thorough investigation will have to be done in which case it may be advisable to relocate the project elsewhere.

5. WORK TIMETABLE

It is expected that the planned field excavation will be undertaken in late winter early spring, this is providing the conditions for fieldwork are optimal. However the likelihood of weather conditions being not particularly good is highly likely given the time of year. These conditions must be assessed by the site manager and director during the investigation itself. Study of any documentation will be undertaken before any field survey or excavation is undertaken. The excavation is expected to take at least two months because of the nature of the site as it is heavily wooded with invasive forest and without proper permission or expertise to clear this vegetation the workers will have to avoid digging through roots.

Weather will most likely be an issue, though slight rainfall should not be a problem. However heavy rainfall, snow, or other forms of precipitation will be at the site director's discretion to assess whether digging will commence.

Documentation of all archive and desk work will commence at the same time as the field survey and the start of the archaeological dig.

The anticipated schedule is as follows:-

- I. Documentation of all archive and desk work – 14 working days
- II. Field Survey – 5 working days
- III. Archaeological dig- 50 working days
- IV. Full assessment of the Archaeological site - 5 days
- V. Production of full report - 10 days
- VI. Report Editing - 8 days

This will mean a total of 92 working days some of which will run concurrently giving an approximate duration of 50 days.

6.1 RESOURCES

This project document will be carried out by the project officer who will participate in the survey with the project manager and site manager. This is scheduled for February in order to perform archaeological research and document this before work on electrical pylons can commence. The team roles and responsibilities are as follows:-

6.2 PROJECT TEAM

Project Manager/Site Office: This role will be the person with the main authority and responsibility to manage the project on a day to day basis and will abide by the project design as laid down at a further date (<https://historicengland.org.uk/>).

This role will also most likely be held by the same person in conjunction with the site directorship.

The project manager will be responsible for making sure that everyone on the site team knows and performs their role, and to support them where necessary in the role that they are in. The project manager will also know the roles and responsibilities of every other member of the site team and will oversee those roles and responsibilities in the anticipation that they are being performed correctly. The specific responsibilities of the project manager on this site will primarily be the supply of equipment and shelter as well as overall oversight of the project.

The project manager will be responsible for.

- The Development of the project plans
- The Management the County Council stakeholders
- Communication with the site team
- management of any risks that may arise while on site or that have been previously anticipated
- management of the schedule insofar as that is possible (weather permitting)
- the projects budget
- any conflicts that may arise between personnel
- the delivery of the project
- contact with administration where necessary

The Site Manager Responsibilities will be to...

- Oversee all the archaeological fieldwork on the location as well as the recording and interpretation of all data that is recorded from the survey.
- They will supervise personnel and will therefore be responsible for all hiring or termination of workers in conjunction with the project manager if this role is not being performed by the same individual.
- Administration and logistics will also come under the purview of this role.
- Guidance will come from he or she who is in this leadership role. Therefore, any questions and decisions that need to be made will be at the discretion and responsibility of the site manager.
- Lastly the archaeological survey and excavation as well as the analysis will be written up by the site manager.

Archaeological Field Workers will be the main workers on site consisting of 10 members. The reason for this large number of fieldworkers is because no large machinery can get into the area because of the ruins themselves and also because of the invasive woodland that covers the area, therefore everything needs to be done by hand. The roles and responsibilities of the field workers will be...

- Site Layout
- Recording

- Excavation
- Surveying
- Finds Processing
- Geophysics

It will be likely that nonskilled labour will be acquired either through local interest or through apprentice diggers who wish to gain field experience and may wish to sign on to this excavation. Reimbursement for this work may or may not be necessary and will have to be negotiated individually.

Specialist Archaeological workers will be required and will be contacted via Gwynedd Archaeological Trust, as they will most likely be self-employed with specialist equipment that they will themselves maintain. The specialists will be employed closer to the start of the excavation after further investigation of the areas conducted, to determine what specialist equipment and people to operate it will be necessary.

7. PROJECT FINANCIAL COSTS

Project financial costs will be wrapped up under 2 main headings the first which is Labour costs and the second which is Non-Labour costs

7.1 Labour costs will include the project manager site manager and field workers. Payment will be delivered on an hourly rate and will depend on the job description of each individual and will be paid at the working end of the month at the project commencement.

7.2 Non-Labour costs will include all equipment brought on to site which will include as examples...

- chairs
- benches
- marquees
- archaeological tools
- Wi-Fi

As well as any other equipment that may be required by the site manager, this costing will not include any equipment that maybe brought onto site by specialist workers. Though their own salaries will be paid under the Labour costs.

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