

GNOLL HOUSE & POND COTTAGE, GNOLL PARK, NEATH PORT TALBOT:

**ARCHAEOLOGICAL SCHEME OF WORKS:
WRITTEN SCHEME OF INVESTIGATION FOR
HISTORIC BUILDING RECORDING
(LEVEL 3)**

1 INTRODUCTION

- 1.1 This Written Scheme of Investigation (WSI) has been prepared by DAT Archaeological Services following commission by Andrew Scott Ltd for a scheme of historic building recording associated with the proposed works in Gnoll Estate and Country Park, Neath (centred on SS 76030 97273 & SS 76347 97218; Figures 1 & 2).
- 1.2 The site lies in an area of significant historic and archaeological interest. The park itself is a Grade II* listed formally designed parkland with its main phases of construction dating from the early 18th century through to the late 19th century (PGW(Gm)60(NEP), and includes numerous parkland features, listed buildings and structures, and the site of the original mansion associated with the parkland. The Gnoll estate can be dated back to the Evans family in the mid-16th century, but the visible mansion remains were built by Humphrey Mackworth in the early 18th century, extended in the late 18th century, but demolished in 1957 with only the foundation and cellars surviving. The formal gardens were developed by the Mackworth's in the early 18th century with the introduction of features from the French tradition, including a formal terrace, parterres and chestnut-tree avenue. In the 1720s Thomas Greening was engaged to redesign the grounds, with the introduction of new views, a ha-ha and cascades. Further features were added in the 1730s and 1740s, including a grotto and gazebo, and other 18th century features include Gnoll Cottage and Grade II listed Ivy Tower. During the 19th century tennis courts and a unique circular bowling green were added, and in the early 20th century white marble memorial gates were erected to commemorate World War 1.
- 1.3 Planning permission will be sought for a variety of projects throughout the park to assist in the restoration and enhancement of the Gnoll Estate and Country Park. Around the Gnoll House area (Photo 1) the intention is to repair the visible remains, open up the cellar area, establish a new viewing platform and introduce new lighting, surfacing and interpretation. To the east lies Pond Cottage (Photo 2), a late 19th century estate cottage, currently unoccupied. The intention is to restore this cottage and convert it into a café.
- 1.4 A number of documents have been prepared to assist in these projects, including a Conservation Management Plan (Baggott 2022) and a Desk-Based Assessment (Poucher 2023), which will be submitted with the planning application. Alongside this, consultations have been ongoing between Andrew Scott Ltd and Cadw due to grade II* listed nature of the parkland. Both structures lie within the registered parkland. Gnoll House is recorded on the regional Historic Environment Record as PRN 00618w, both Gnoll House and Pond Cottage have been identified as features of archaeological and historic interest within the Desk-Based Assessment (Poucher 2023). Cadw have advised that historic building recording to a Level 3 standard, as outlined in Historic England's guidance for Historic

Building Recording, would be required for the Gnoll House remains and Pond Cottage prior to any works being undertaken on the structures.

- 1.5 This written scheme of investigation provides a method statement for a programme of historic building recording on the above buildings, and appropriate reporting and archiving. The building recording will record the standing and visible structure of the buildings and create a photographic and written description of them. It follows the Historic England guidance for Historic Building Recording at Level 3 and the relevant standard and guidance of the Chartered Institute for Archaeologists (CIfA 2014).
- 1.6 DAT Archaeological Services have their own Health and Safety Policy, and all works are covered by appropriate Employer's Liability and Public Liability Insurances. Copies of can be made available on request.
- 1.7 DAT Archaeological Services are a Registered Organisation with the Chartered Institute for Archaeologists (CIfA).
- 1.8 DAT Archaeological Services staff are CSCS¹ certificated.

¹ Construction Skills Certification Scheme (Health and Safety Tested)

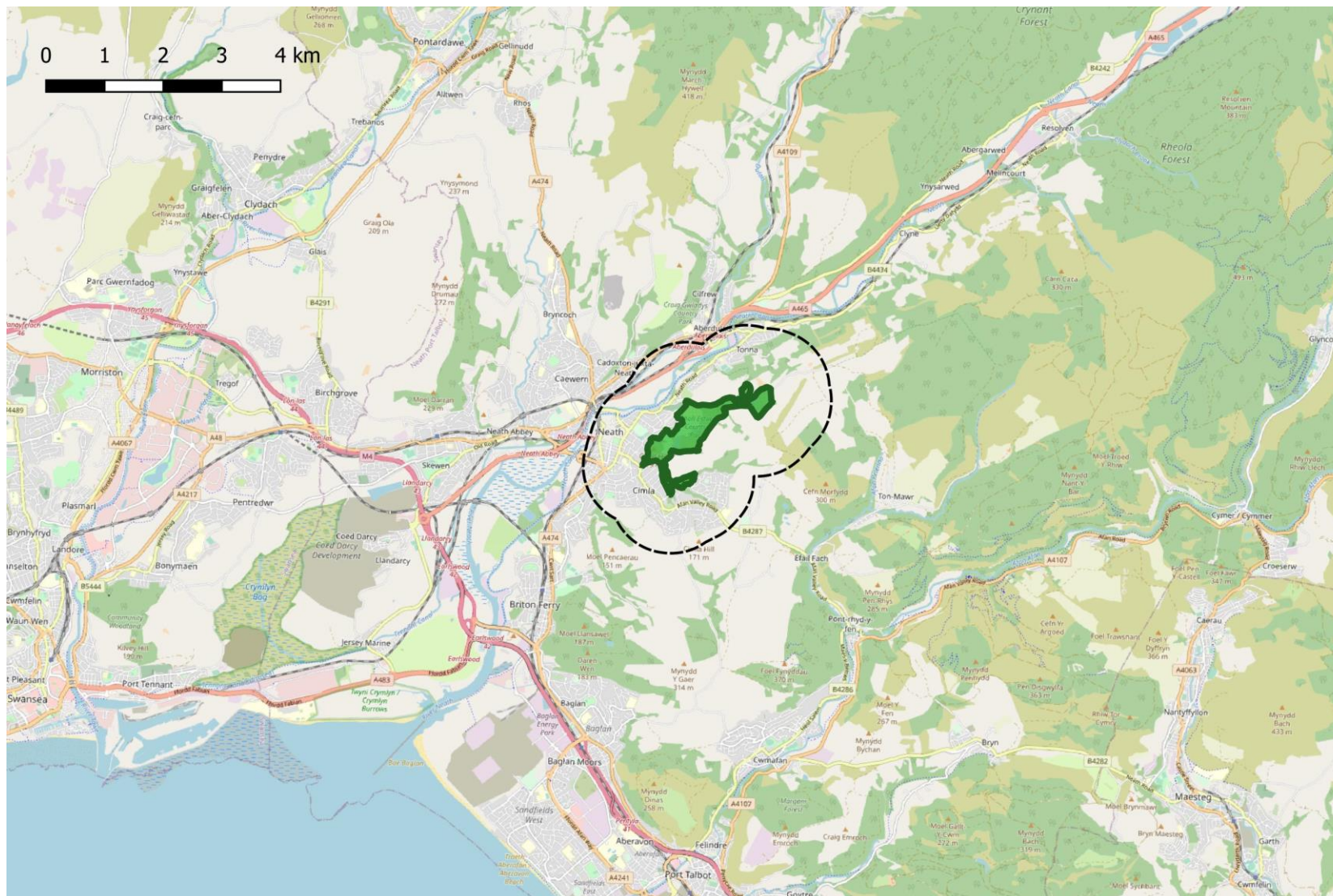


Figure 1: Site location of Gnoll Park in green.

Map data from OpenStreetMap (OSM) <https://www.openstreetmap.org/copyright> 24/05/2023

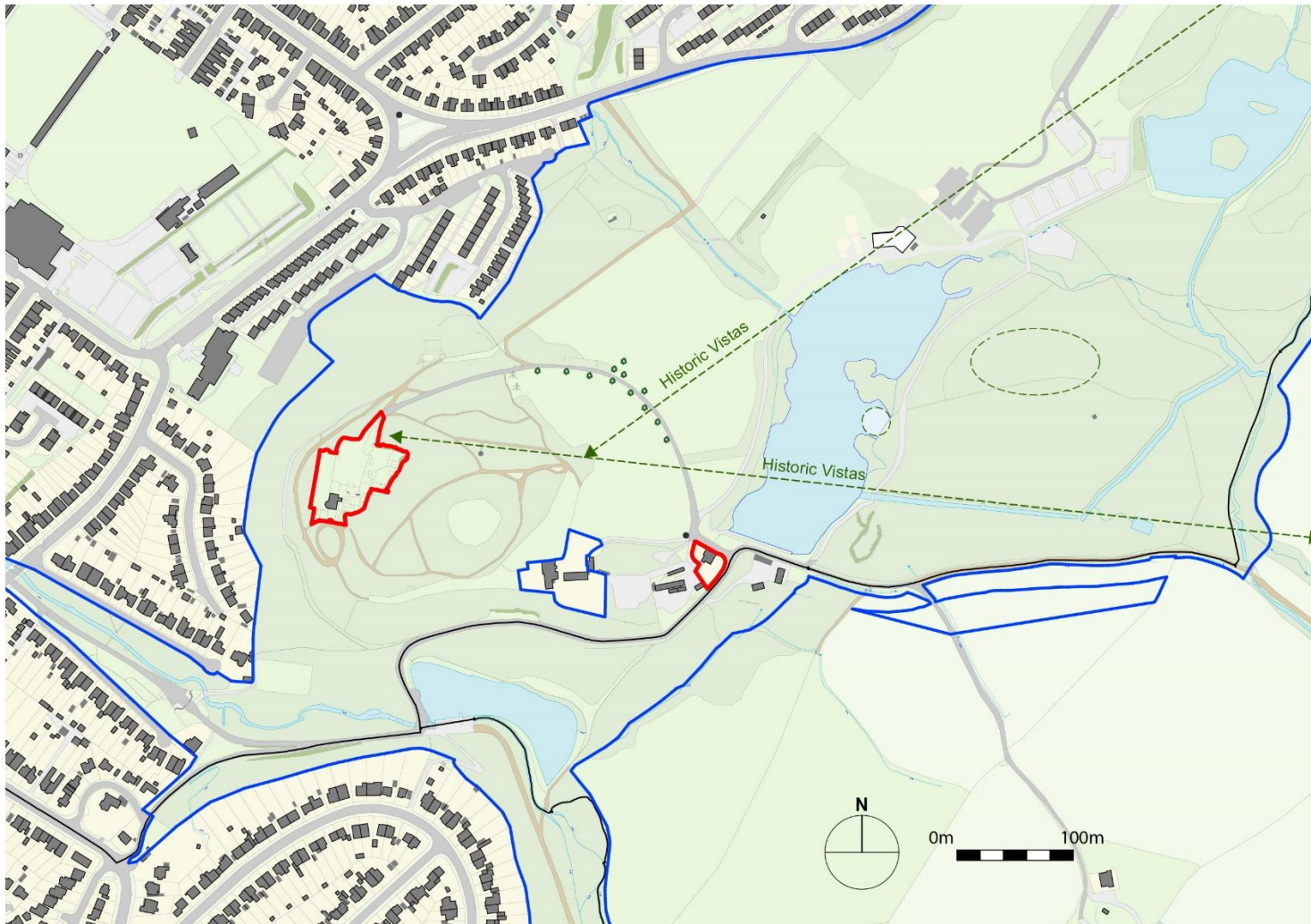


Figure 2: Detail location plan showing the two sites in red, with Gnoll House to the left, Pond Cottage to the right. Blue outlines the Gnoll Park boundary. Extracted from a plan produced by Hiraeth Architecture, drawing no.2223 VC EX 002.



Photo 1: View west looking over the ruins of Gnoll House PRN 00618w.
The roofed structures mark entrances to surviving cellars.



Photo 2: View southwest of Pond Cottage.

2 AIM AND OBJECTIVES OF THE PROJECT

2.1 This document provides a scheme of works for:

The implementation of a scheme of historic building survey in association with development proposals associated with Gnoll House and Pond Cottage, in the Gnoll Estate and Country Park, Neath. A report shall be prepared on the results of the historic buildings survey and an archive created.

2.2 The following tasks will be completed:

- Provision of a written scheme of investigation to outline the methodology for the historic buildings survey which the appointed archaeological contractor will undertake (this document);
- Historic buildings record of the ruins of Gnoll House and cellars, and Pond Cottage and associated outbuildings to Level 3 standard;
- Production of a report on and an archive of the results of the historic buildings survey.

3 HISTORIC BUILDING RECORDING

3.1 The historic building recording scheme will be undertaken to a Level 3 standard as defined in the Historic England 'Understanding Historic Buildings: A Guide to Good Recording Practice' (2016). A Level 3 survey is described thus:

*Level 3 is an **analytical record**, and will comprise an introductory description followed by a systematic account of the building's origins, development and use. The record will include an account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records that may be required to illustrate the building's appearance and structure and to support an historical analysis.*

The information contained in the record will for the most part have been obtained through an examination of the building itself. The documentary sources used are likely to be those which are most readily accessible, such as historic Ordnance Survey maps, trade directories and other published sources. The record may contain some discussion the building's broader stylistic or historical context and importance. It may form part of a wider survey of a number of buildings which will aim at an overall synthesis, such as a thematic or regional publication, when the use of additional source material may be necessary as well as a broader historical and architectural discussion of the buildings as a group. A Level 3 record may also be appropriate when the fabric of a building is under threat, but time or resources are insufficient to allow for detailed documentary research, or where the scope for such research is limited.

3.2 The structures are largely in a safe and accessible condition, and it is assumed that full access to the buildings will be possible. Any restrictions to access should be made known to DAT Archaeological Services prior to the survey commencing.

3.3 Based on the Level 3 record as defined in the Historic England (2016) the following will be undertaken (where safe to do so):

Drawn Record

- Measured plans (to scale) as existing, of all floors and visible surface remains, including significant structural detail and phasing elements. Plans will be georeferenced to the OS national grid.
- Measured external elevations, including significant structural detail and phasing elements.
- A site plan, typically at 1:500 or 1:1250, relating the building to other structures and related topographical and landscape features.
- A plan or plans identifying the location and direction of accompanying photographs.
- Copies of earlier drawings throwing light on the building's history.

Photographic Record

- A general view or views of the building (in its wider setting or landscape).
- The building's external appearance. Typically a series of oblique views will show all external elevations of the building, and give an overall impression of its size and shape.
- Views reflecting any original design intentions where these can be established.
- The overall appearance of the principal rooms and circulation areas of the building.
- Any external or internal detail, relevant to the building's design, development and use.
- Any dates or other inscriptions, any signage or graffiti.
- Any building contents or ephemera which have a significant bearing on the building's history.
- Photographs will be taken using a high resolution digital camera, with tripod used where necessary. Photographic scales will be used.

Written Record

- The building's precise location, as a National Grid reference and in address form.
- A note of any statutory designation (listing, scheduling or conservation area).
- The date of the record, the name(s) of the recorder(s) and, if an archive has been created, its location.
- A summary of the building's type or purpose, historically and at present, its materials and possible date(s). The names of architects, builders, patrons and owners should be given if known.
- An introduction briefly setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, and any constraints.
- An account of the building's overall form and its successive phases of development, together with the evidence supporting this analysis.

- An account of the past and present uses of the building and its parts, with the evidence for these interpretations. An account of any fixtures or fittings associated with the building, and their purposes.
- Any evidence for the former existence of removed structures or features associated with the building.
- Copies of historic maps, drawings, views or photographs illustrating the development of the building or its site (the permission of owners or copyright holders may be required).
- All references and sources consulted.

4 POST-FIELDWORK REPORTING AND ARCHIVING

- 4.1 All data recovered during the building recording will be collated into a site archive structured in accordance with the specifications in *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (Brown 2011), and the procedures recommended by the National Monuments Record, Aberystwyth. The *National Standards for Wales for Collecting and Depositing Archaeological Archives* produced by the Federation of Museums and Art Galleries of Wales will also be adhered to. Digital archives will be collated using the Royal Commission on the Ancient and Historical Monuments of Wales systems (2015) and deposited with the RCAHMW.
- 4.2 A single report will be produced covering the results of the historic building survey. The results of the fieldwork will be assessed in local, regional and wider contexts. The report will include a brief research element to place the site into its wider context within the area.
- 4.3 DAT Archaeological Services will arrange for the deposition of the project archive, and ascertain the costs of storage and deposition, with an approved body before the project commences and inform the curator of the arrangement which has been made (it is anticipated that the archive will be mostly in digital format and will be stored with RCAHMW).
- 4.4 A summary of the project results, excluding any confidential information, may be prepared for wider dissemination (e.g. Archaeology in Wales and special interest and period-specific journals).
- 4.5 A digital copy of the report will be produced for the client, along with two bound copies of the report if requested.
- 4.6 The report will also adhere to the *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* as produced by the Welsh Archaeological Trusts (July 2018). Digital copies of the report will be supplied to Glamorgan-Gwent Archaeological Trust - Development Management and the regional Historic Environment Record held and maintained by Glamorgan-Gwent Archaeological Trust.

5 STAFF

- 5.1 The project will be managed by Philip Poucher, Project Manager and a Member of the Chartered Institute for Archaeologists.
- 5.2 The on-site works will be undertaken by appropriately experienced archaeological staff from DAT Archaeological Services.

6 MONITORING

- 6.1 The archaeological works may need to be monitored by the archaeological advisor to the local planning authority, Glamorgan-Gwent Archaeological Trust – Development Management, and they should be given at least one week's notice prior to the start of the building survey.

7 HEALTH AND SAFETY

- 7.1 All staff will be CSCS² registered.
- 7.2 DAT Archaeological Services will carry out a health and safety risk assessment to ensure that all potential risks are minimised.
- 7.3 All relevant health and safety regulations must be followed, including compliance with any current Welsh Government guidelines on working practices and risks associated with Covid-19, and guidance issued by CIfA.
- 7.4 All site inductions, H&S procedures, H&S constraints and site rules of the client will be made known to the DAT Archaeological Services staff prior to them commencing work on-site.
- 7.5 The attending archaeologist will ensure that they are made aware of any unsafe areas within the structure, if present, and not access them.
- 7.6 Attending archaeological staff must ensure that their presence on site is communicated to all relevant site staff and that any site rules, access restrictions etc are adhered.

8. ARBITRATION

- 8.1 Any dispute or disagreement arising out of a contract in relation to this work shall be referred for a decision to the Chartered Institute of Archaeologist's arbitration scheme.

² Construction Skills Certification Scheme (Health and Safety Tested)

DATA MANAGEMENT PLAN

This Data Management Plan (DMP) is produced in accordance with the *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (Chartered Institute for Archaeologists 2014, updated 2020). The table below is based on the Work Digital / Think Archive guidance for digital archives prepared by DigVentures, on behalf of Archaeological Archives Forum and in partnership with the Chartered Institute for Archaeologists. The project was funded by Historic England (Project No. 7796).

Section 1: Project Administration

Project Ref. No and name
FS23-010 - Gnoll House & Potting Sheds, Gnoll Park
ERN (if known)
-
Project Type
Building Recording (Level 3)
Client
Andrew Scott Ltd
Project Manager / Data Contact
Philip Poucher
Principal Archaeologist on site
Philip Poucher
Date DMP created
10/08/23
Date DMP last updated
10/08/23
Related data management policies
Written Scheme of Investigation Chartered Institute for Archaeologists (CIfA) <i>Standards & Guidance</i> Dyfed Archaeological Trust, 2018, archive retention policy Brown 2011, Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation NPAAW, 2017, The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017 RCAHMW, 2015, RCAHMW guidelines for Digital Archives, Version 1 WAT, 2018, Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)

Section 2: Data Collection

Data Type (Delete as appropriate)
Documents Written Scheme of Investigation, Risk Assessment – Word doc & PDFs Site registers, site notes - paper copies, scanned and saved as PDFs. Site plans – permatrace, scanned and saved as PDFs. Final report – Word doc & PDF Illustrations – Adobe Illustrator/Affinity Designer files, PDFs Images Site photographs – Jpeg & Tiff (for archive) Other collected data (scans, archive material, social media images etc) – Jpegs Survey External surveys – Dependent on external contractor, eg .dxf, .dwg, .rwv etc GIS Mapinfo files, Esri Shapefiles.

Data acquisition
All data will be collected as per the methodologies and guidance stated in the WSI (Fieldwork / Methodology).

Section 3: Documentation and metadata

Documentation and metadata accompanying the data
All data recovered will be archived in accordance with the guidance stated in the WSI (Post Fieldwork Reporting & Archiving)

Section 4: Ethics and legal compliance

Management of any ethical, copyright and Intellectual Property Rights (IPR) issues
All personal data collected during the course of the project will be handled in accordance with Dyfed Archaeological Trust's <i>Personal Data Protection Policy</i> (2018, revised 2020) and current <i>Code of Practice</i>. Licence agreements will be established and Copyright permissions will be sought as appropriate (eg reproduced mapping extracts, archive material, specialist reports) prior to the submission of the data and/or inclusion in the publication of the project results.

Section 5: Data Security: Storage and Backup

Data storage, accessibility, and safety during research
All site-produced data will be stored digitally at the first available opportunity. All digital information is stored on the DAT server, accessible by members of the staff. This will be checked regularly by the Project Manager. All digital data on the server is backed-up at regular intervals. The server contains ample capacity for all anticipated site data, and appropriate protocols are in place to manage any potential digital malfunction or cyber attack.

Section 6: Selection and Preservation

Data retention, sharing, and preservation
Data will be retained as per Dyfed Archaeological Trust <i>Archive Retention Policy</i> (2018).
Long-term preservation plan for the dataset
The digital archive relating to the project will be deposited with the NMR, held and maintained by the RCAHMW, Aberystwyth and will be created in accordance with their practices. The final report will be submitted to the regional Historic Environment Record in PDF format, along with any additional information they require. If a different digital repository to the NMR is used, their own procedures will be established at the outset of a project and followed. If a project includes artefacts to be deposited at a museum, arrangements will be made prior to the commencement of the project, and a copy of the digital archive will be sent with the artefacts. Archiving costs are included within the project budget.

Section 7: Data Sharing

Sharing and accessibility
The dissemination of data is detailed in the WSI (Post-Fieldwork Report and Archiving).

Section 8: Responsibilities

Data collection, storage and manipulation will be carried out by the site team. The Project Manager will be responsible for the implementation of the data management plan.
