The Manor House, Townsditch, Rossett Wrexham LL12 0AN (P/2024/1008)

February 2025 v1.0



Photographic Building Survey
Project Code: A0525.1
Report no. 0514

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Photographic building survey

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Project Code: A0525.1
Date: 24/02/2025
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The Manor House, Townsditch, Rossett Wrexham LL12 0AN

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REGISTERED ORGANISATION CIfA

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1.0 NON-TECHNICAL SUMMARY

Cafodd Aeon Archaeology orchymyn gan Jake Williams i gynnal arolwg adeiladu ffotograffig o gartref nad yw'n cael ei ddefnyddio bellach yn y Manor House, Townsditch, Rossett LL12 0AN, cyn ehangu cefn unllawr, adeiladu'r porch blaen a geirag annibynnol.

Aeon Archaeology was commissioned by Jake Williams to carry out a photographic building survey of a redundant dwelling at The Manor House, Townsditch, Rossett LL12 0AN in advance of a single storey rear extension, erection of front porch and detached garage.

2.0 INTRODUCTION

Aeon Archaeology was commissioned by Jake Williams, hereafter 'the Client', to carry out a photographic building survey of a redundant dwelling known as The Manor House, Townsditch, Rossett LL12 0AN (**SJ 32888 58877**), hereafter 'the Site', in advance of a *single storey rear extension, erection of front porch and detached garage* (figures 01-03).

Full planning permission (**P/2024/1008 variation P/2024/1568**) was obtained by the Client from Wrexham County Borough Council, hereafter 'the Council', on the 26th September 2024 with the following condition concerning archaeology being applied:

Condition 5

The works shall be carried out in strict accordance with the watching brief approved in connection with condition No. 2, and a copy of the resulting report should be submitted to and approved in writing by the Local Planning Authority and the Development Control Archaeologist, Clwyd Powys Archaeological Trust (41 Broad Street, Welshpool, Powys, SY21 7RR Email: markwalters@cpat.org.uk Tel: 01938 553670), prior to first use of the works hereby approved.

Upon entering into discussions with the Client and the Council it became clear that the archaeological condition had been misworded and that a photographic building survey of the existing structure would be required rather than a watching brief on groundworks, as stipulated in the condition. As such a new variation to the planning permission has been submitted by the Client to the Council and is currently pending.

This report has been produced by Aeon Archaeology in order to meet the spirit and intent of condition 5 of application P/2024/1008 variation P/2024/1568.

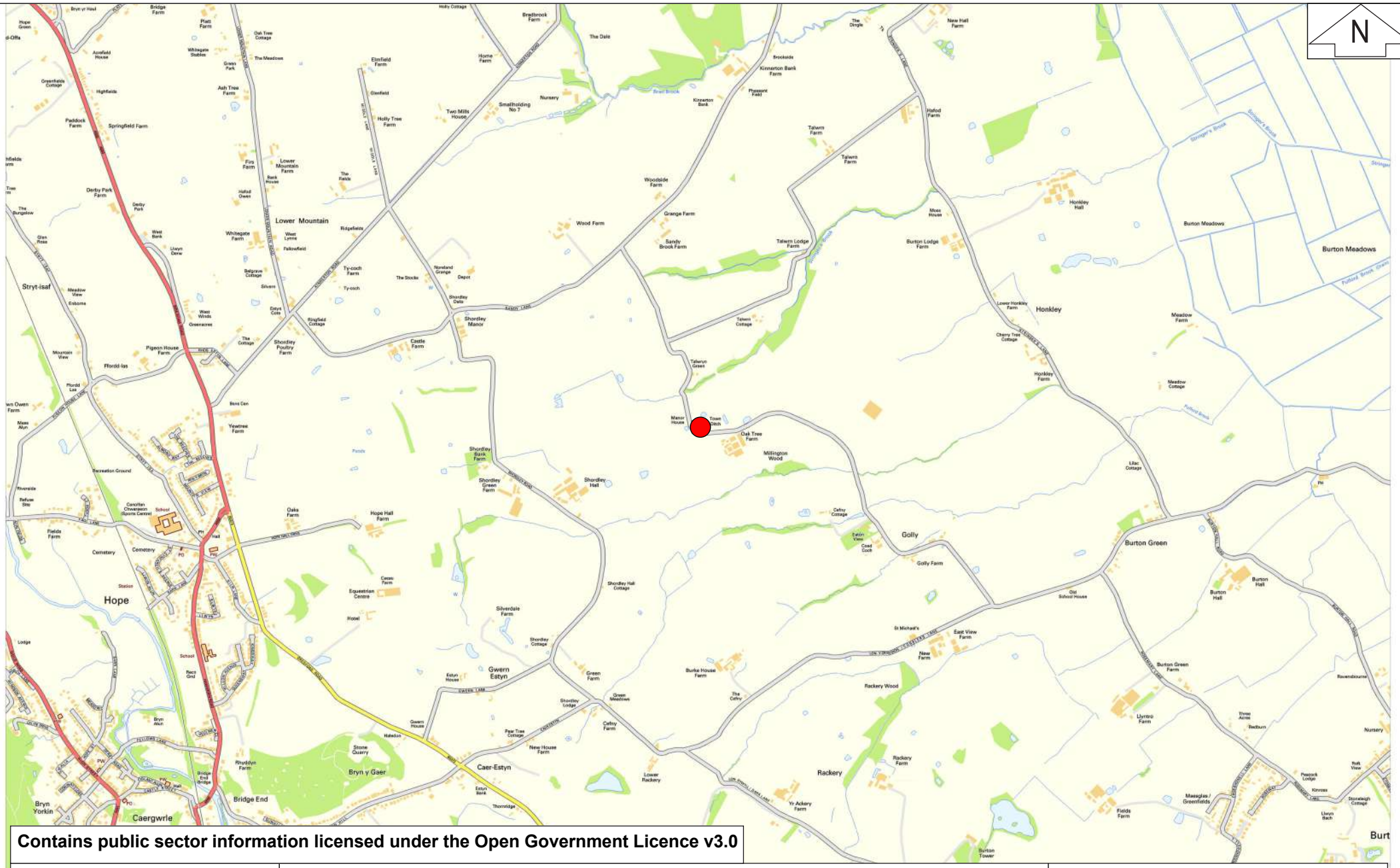
It is a requirement that this report is approved in writing by both the relevant Planning Officer and the Development Management Archaeologist (DMA) at Heneb Gwynedd Archaeology (HGA) so that the archaeological condition can be discharged.

The DMA made the following consultee comments regarding the development in their role as archaeological advisors to the Council:

Information held within the Regional Historic Environment Record indicates that the extension will affect a structure visible on the Tithe and 1st edition Ordnance Survey mapping of the Mid-19th century. At present we have limited information about the building (PRN 101695), although it is of at least, vernacular, and local interest and that the extension and alterations will inevitably alter the original construction fabrics of the building. Therefore, we would recommend that an appropriate level of building recording is completed by an approved archaeological contractor to record the building in its current condition prior to the work commencing.

In this case we would advise that a Photographic Survey is completed in accordance with the Planning Policy Wales (Feb 2024) and TAN 24 (May 2017) Guidance.

This report conforms to the guidelines specified in Historic England's '*Understanding Historic Buildings: a guide to good recording practice'* (2016) & *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (Chartered Institute for Archaeologists, 2020).



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Figure 01: Location of The Manor House, Townsditch, Rossett, Wrexham LL12 0AN (SJ 32888 58877). Scale 1:20,000 at A4.

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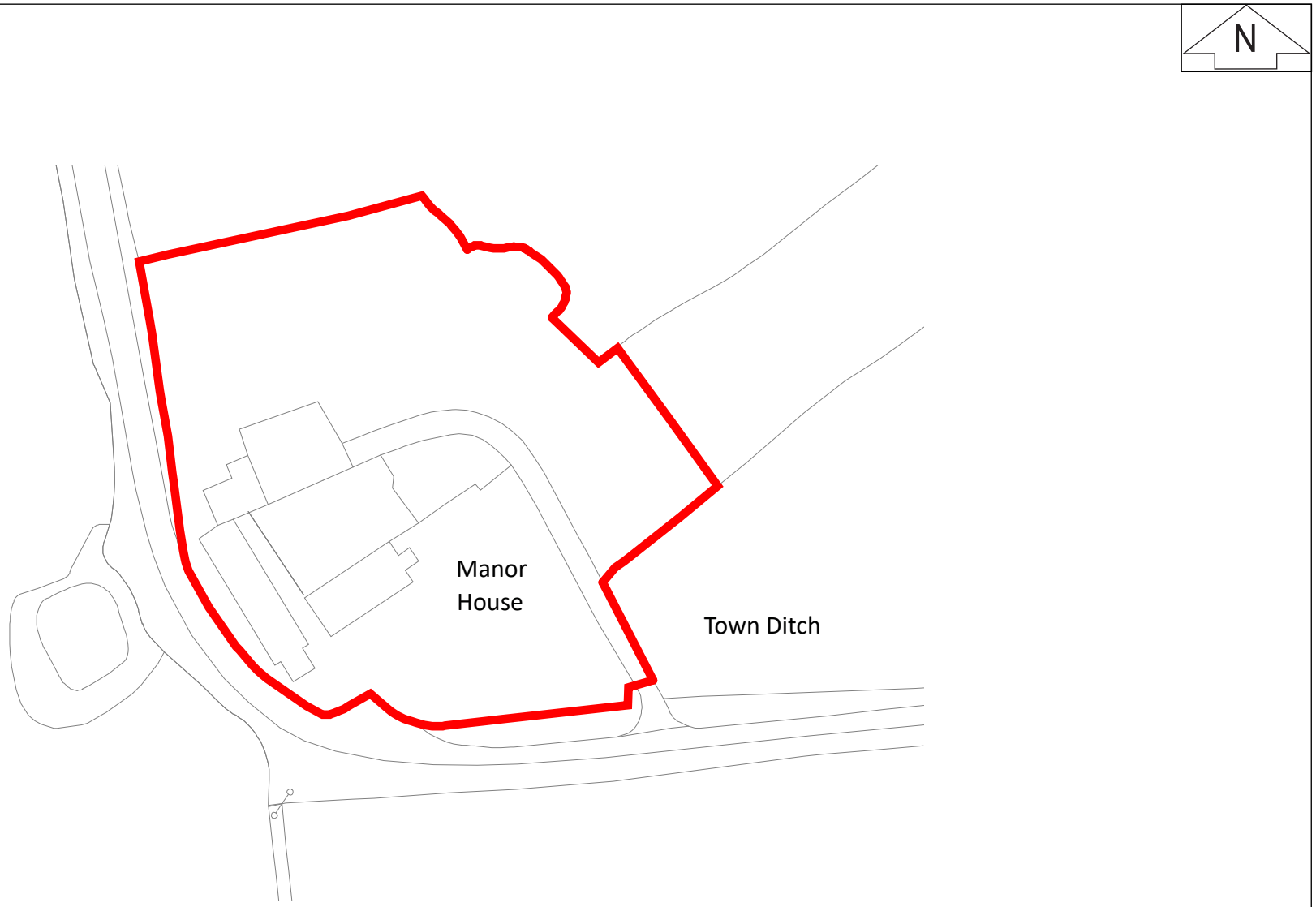


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Figure 02: Location of The Manor House, Townsditch, Rossett, Wrexham LL12 0AN (SJ 32888 58877). Scale 1:5,000 at A4.

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Figure 03: Existing Site Plan. Scale 1:1,000 at A4.

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3.0 POLICY CONTEXT

At an international level there are two principal agreements concerning the protection of the cultural heritage and archaeological resource – the UNESCO Convention Concerning the Protection of World Cultural and Natural Heritage and the European Convention on the Protection of the Archaeological Heritage, commonly known as the Valetta Convention. The latter was agreed by the Member States of the Council of Europe in 1992, and became law in 1992. It has been ratified by the UK, and responsibility for its implementation rests with Department for Culture Media and Sport.

The management and protection of the historic environment in Wales is set out within the following legislation:

- The Planning (Listed Buildings and Conservation Areas) Act 1990 (As amended)
- The Historic Environment (Wales) Act 2016
- The Town and County Planning Act 1990
- The Ancient Monuments and Archaeological Areas Act 1979
- The Town and Country Planning (General Permitted Development Order) 1995 (As amended)

The Historic Environment (Wales) Act is the most recent legislation for the management of the Historic Environment and amends two pieces of UK legislation — the Ancient Monuments and Archaeological Areas Act 1979 and the Planning (Listed Buildings and Conservation Areas) Act 1990. The new Act has three main aims:

- to give more effective protection to listed buildings and scheduled monuments;
- to improve the sustainable management of the historic environment; and
- to introduce greater transparency and accountability into decisions taken on the historic environment.

With respect to the cultural heritage of the built environment the Planning (Conservation Areas and Listed Buildings) Act 1990 applies. The Act sets out the legislative framework within which works and development affecting listed buildings and conservation areas must be considered. This states that: -

"In considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority or, as the case may be, the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses" (s66(1))

Other known sites of cultural heritage/archaeological significance can be entered onto county-based Historic Environment Records under the Town and Country Planning 1995.

Planning Policy Wales sets out the land use planning policies of the Welsh Government. Chapter 6 covers the historic environment and emphasises that the positive management of change in the historic environment is based on a full understanding of the nature and significance of historic assets and the recognition of the benefits that they can deliver in a vibrant culture and economy.

Various principles and polices related to cultural heritage and archaeology are set out in the Planning Policy Wales which guide local planning authorities with respect to the wider historic environment.

The following paragraphs from Planning Policy Wales are particularly relevant and are quoted in full:
Paragraph 6.1.5 concerns planning applications:
The planning system must take into account the Welsh Government's objectives to protect, conserve, promote and enhance the historic environment as a resource for the general well-being of present and future generations. The historic environment is a finite, non-renewable and shared resource, and a vital and integral part of the historical and cultural identity of Wales. It contributes to economic vitality and culture, civic pride, local distinctiveness and the quality of Welsh life. The historic environment can only be maintained as a resource for future generations if the individual historic assets are protected and conserved. Cadw's published Conservation Principles highlights the need to base decisions on an understanding of the impact a proposal may have on the significance of an historic asset.
Planning Policy Wales is supplemented by a series of Technical Advice Notes (TAN). Technical Advice Note 24: The Historic Environment contains detailed guidance on how the planning system considers the historic environment during development plan, preparation and decision making on planning and listed building consent applications. TAN 24 replaces the following Welsh Office Circulars:

- 60/96 Planning and the Historic Environment: Archaeology
- 61/96 Planning and the Historic Environment: Historic Buildings and Conservation Areas
- 1/98 Planning and the Historic Environment: Directions by the Secretary of State for Wales

4.0 REQUIREMENTS

4.1 Building Record

The requirement was for a Photographic Building Survey of the dwelling in advance of alteration. However, should observations or desk-based research suggest the potential for significant features to be encountered during the alteration works, the archaeological contractor should make arrangements to undertake any appropriate supplementary recording work during the development. The DMA at HGA, as advisors to the Council, has requested that the building record be roughly commensurate with the Historic England's '*Understanding Historic Buildings: a guide to good recording practice'* (2016) **Photographic Record**.

A photographic survey provides a very full visual record, but without a written or drawn survey. A photographic survey may be called for when recording a building which has complex and important decoration or historic furnishing but for which there is no need for detailed analysis.

It may also be appropriate in recording a building of well-known type which is under threat but where existing documentation is in other respects adequate or when for some other reason drawings and historical analysis are not required.

The photographic survey will consist of Historic England's 'Understanding Historic Buildings: a guide to good recording practice' (2016) elements:

- written account: HE Guidance 2016 4.4.8 Items 1-9
- photographs: HE Guidance 2016 4.5.2 Items 1-5 (6 optional) and 7
- drawn record: HE Guidance 2016 4.3.3 Items 7 and 8

5.0 METHOD STATEMENT

5.1 Photographic Record

5.1.1 Written Account

The written account will include:

a. The precise location of the building as an address and in the form of a National Grid reference.

b. A note of any statutory designation (that is, listing, scheduling, Register of Historic Parks and Gardens, conservation area), where applicable. Information on statutory designations can be found on the CADW website. Non-statutory designations (local lists) may be added.

c. The date when the record was made, the name(s) of the recorder(s) and the location of any archive material.

d. A summary statement. This account should describe the buildings type and purpose, historically and at present, its materials, and possible date(s), so far as these are apparent from a superficial inspection.

5.1.2 Photographs

The photographic record will include:

a. All photographs will be given a unique number to be used for identification. This unique number should be used in the labelling of digital images.

b. A general view or views of the building (in its wider setting or landscape).

c. 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, shape and immediate setting. Where individual elevations include complex historical information, it may also be appropriate to take views at right-angles to the plane of the elevation.

d. The overall appearance of the principal rooms and circulation areas.

e. Any external or internal detail, structural or decorative, which is relevant to the buildings design, development, and use, with scale where appropriate.

f. A photographic register detailing the photo number, the location and direction of each view, and the composition of the shot.

g. Photograph locations and directions of view should be marked on plans of each building separate photographed

h. Photographs should be of archive quality using a digital SLR (minimum 12 megapixel)

i. Photographs, where appropriate (i.e., not general shots) should include a clearly visible, graduated metric scale.

j. Photographs should be adequately lit and not blurry. Please check all photos before leaving the survey area and before submitting the final report and retake any blurred or poorly lit photos.

A Digital SLR (Canon 600D) set to maximum resolution with appropriate photographic scale will be used throughout.

5.1.3 Drawn Record

The drawn record will include:

a. A plan showing the location and direction of view of each photograph. A separate plan should be provided of all floors affected by the proposed development.

b. Standard drawing conventions must be used, as depicted in Historic England (2016) Understanding Historic Buildings. A guide to good recording practice pp.35-40

5.2 Processing data, illustration, report, and archiving

Following completion of the record as outlined above, a report will be produced incorporating the following:

- A copy of the design brief and agreed specification
- A site location plan
- A plan illustrating the location and direction of photographs
- Basic background and relevant historical, descriptive or analytical detail
- A full bibliography of sources consulted
- Illustrations, including plans and photographs, will be incorporated within the report.
- An updated Data Management Plan (DMP) and an archive content list with updated archive Selection Strategy will be included

6.0 DISSEMINATION AND ARCHIVING

A full archive including plans, photographs, written material, and any other material resulting from the project will be prepared. All plans, photographs and descriptions will be labelled, and cross-referenced, and lodged with the RCAHMW within six months of the completion of the project.

A draft copy of the report will be produced within six weeks of the completion of the fieldwork and will include an updated Data Management Plan (DMP) and an archive content list with updated archive Selection Strategy. A copy of the report will be sent to the Client and the DMA at HGA for comment prior to finalisation of the report and dissemination. Digital copies of the report and archive will be sent to the regional HER and the DMA at HGA, with the original paper and digital archive being deposited with the Royal Commission on the Ancient and Historic Monuments of Wales (RCAHMW) for long term archiving.

The project report and archive will adhere to the Welsh Trusts' and Cadw's *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs)* (2018 updated 2022) including the translation of a non-technical summary into the medium of Welsh.

7.0 DIGITAL DATA MANAGEMENT PLAN

7.1 Type of study

A photographic building survey of of a redundant dwelling at The Manor House, Townsditch, Rossett LL12 0AN (SJ 32888 58877).

7.2 Types of data

File name	File Contents	Linked File(s)	Number of files
A0525.1 The Manor House, Townsditch, Rossett PS 1.0.PDF	PDF report		1
A0525.1 - A0525.1_074.JPG	JPEG site images	A0525.1_Metadata	74
A0525.1 - A0525.1_074.TIF	TIF site images	A0525.1_Metadata	74
A0525.1_Metadata.XLSX	Excel file of photographic metadata	A0525.1_001 - A0525.1_74 (JPEG and TIF)	1

All data generated during this project has been selected for archive

7.3 Format and scale of the data

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Photographs taken in *RAW* format and later converted to *TIF* format for long term archiving and *JPEG* format for use in the digital report, converted using *Adobe Photoshop*. All photographs renamed using *AF5* freeware with the prefix (*project code_frame number*) and a photographic metadata created using Microsoft Excel (*.xlsx*) or Access (*.accdb*).

7.4 Methodologies for data collection / generation

Digital data was collected / generated in line with recommendations made in the Chartered Institute for Archaeologists (CIfA) *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives* (2020). Sections 3.3.1 and 3.3.3 are relevant:

> *3.3.1 Project specifications, research designs or similar documents should include a project specific Selection Strategy and a Data Management Plan.*
>
> *3.3.3 Project designs or schedules of works etc should outline the methodology used in recording all information, in order to demonstrate that all aspects of archive creation will ensure consistency; for instance, in terminologies and the application of codes in digital data sets, highlighting relevant data standards where appropriate*

7.5 Data quality and standards

Consistency and quality of data collection / generation was controlled and documented through the use of standardised procedure as outlined in the WSI. This included the use of standardised data capture file formats, digital proformas, data entry validation, peer review, and use of controlled vocabularies.

7.6 Managing, storing and curating data.

All digital data was organised into Aeon Archaeology proformae project file systems and backed up to The Cloud using *Acronis Cyber Protect* with additional copies made to external physical hard drive.

7.7 Metadata standards and data documentation

Digital metadata was created using Microsoft Excel (*.xlsx*) of all photographic plates.

7.8 Data preservation strategy and standards

Long term data storage will be through the submission of digital (.PDF) reports to the regional Historic Environment Record (HER) (via HEDDOS) and retention of copies of all digital files at Aeon Archaeology on physical external hard drive and uploaded to The Cloud.

7.9 Suitability for sharing

All digital data will be placed within the public realm (through the channels in 7.8) except for where project confidentiality restricts the sharing of data. All data sets will be selected / discriminated by the Senior Archaeologist at Aeon Archaeology and written permission will be sought from all project specific Clients prior to the sharing of data.

7.10 Discovery by potential users of the research data

Potential users of the generated digital data (outside of the organisation) will be able to source the data and identify whether it could be suitable for their research purposes through access granted via the RCAHMW website. Requests can also be made for data through the regional HER's and directly to Aeon Archaeology (info@aeonarchaeology.co.uk).

7.11 Governance of access

The decision to supply research data to potential new users will be via the associated website request (RCAHMW) or via the Senior Archaeologist when made directly to Aeon Archaeology.

7.12 The study team's exclusive use of the data

Aeon Archaeology's requirement is for timely data sharing, with the understanding that a limited, defined period of exclusive use of data for primary research is reasonable according to the nature and value of the data, and that this restriction on sharing should be based on simple, clear principles. This time period is expected to be six months from completion of the project however Aeon Archaeology reserves the right to extend this period without notice if primary data research dictates.

7.13 Restrictions or delays to sharing, with planned actions to limit such restrictions

Restriction to data sharing may be due to participant confidentiality or consent agreements. Strategies to limit restrictions will include data being anonymised or aggregated; gaining participant consent for data sharing; and gaining copyright permissions. For prospective studies, consent procedures will include provision for data sharing to maximise the value of the data for wider research use, while providing adequate safeguards for participants.

7.14 Regulation of responsibilities of users

External users of the data will be bound by data sharing agreements provided by the relevant organisation or directly through Aeon Archaeology.

7.15 Responsibilities

Responsibility for study-wide data management, metadata creation, data security and quality assurance of data will be through the Senior Archaeologist (Richard Cooke BA MA MCIfA) at Aeon Archaeology when concerning data generation and early/mid-term storage. Upon deposition with digital depositories the study-wide data management, metadata creation, data security and quality assurance of data will be the responsibility of the specific organisations' themselves.

7.16 Organisational policies on data sharing and data security

The following Aeon Archaeology policies are relevant:

- Aeon Archaeology Archive Deposition Policy 2025
- Aeon Archaeology Quality Assurance Policy 2025
- Aeon Archaeology Conflict of Interest Policy 2025
- Aeon Archaeology Outreach Policy 2025
- Aeon Archaeology Digital Management Plan 2025

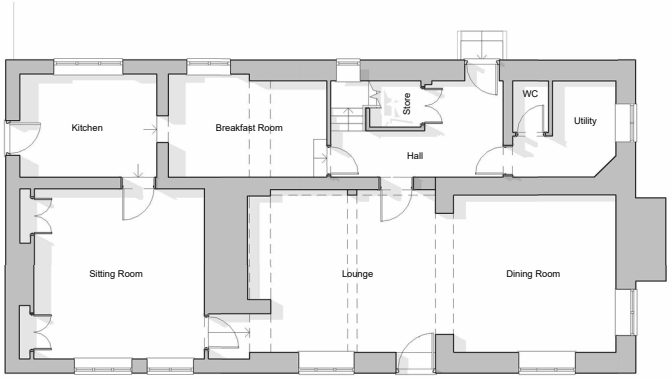
8.0 PHOTOGRAPHIC RECORD

(***Figures 1-6; Plates 1-15)***

The photographic record was undertaken by Richard Cooke BA MA MCIfA archaeological contractor and consultant at Aeon Archaeology on the 21st February 2025. Upon approval from the Client and the DMA at HGA the report will be archived with the HGA Historic Environment Record (HER); the Royal Commission on the Ancient and Historic Monuments of Wales (RCAHMW); and a copy retained at Aeon Archaeology, Chester under project code A0525.1, Report no# 0514.



Existing - First Floor Plan

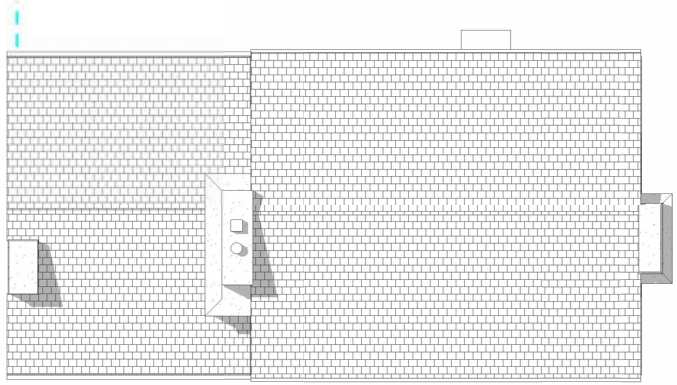


Existing - Ground Floor Plan

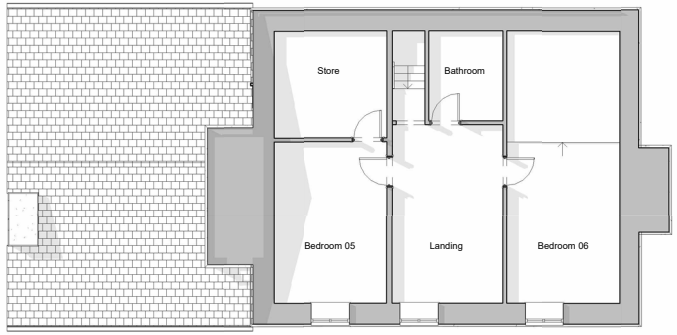
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Figure 04: Existing GF and FF plan. Scale 1:200 at A4.

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Existing - Roof Plan



Existing - Second Floor

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Figure 05: Existing SF and roof plan. Scale 1:200 at A4.

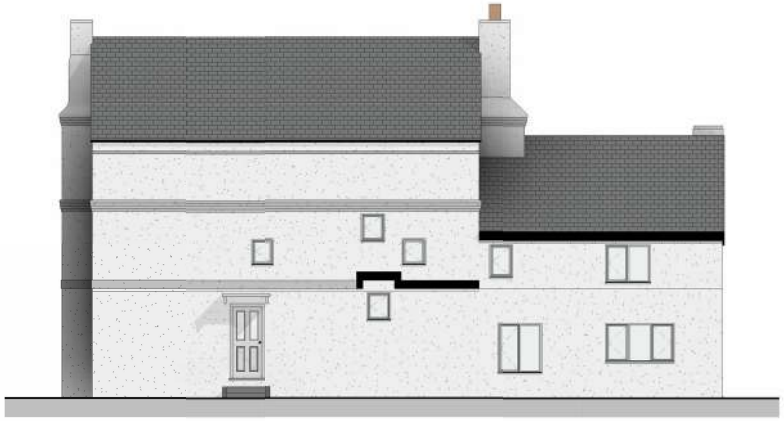
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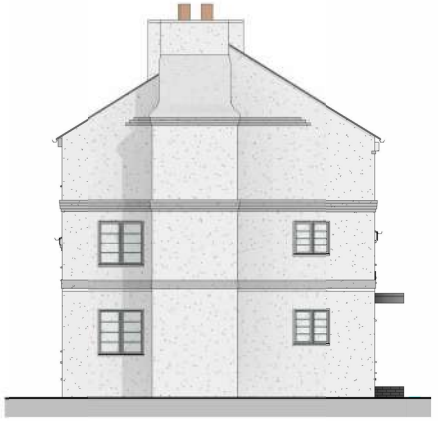
Existing - Front Elevation



Existing - Side Elevation 01



Existing - Rear Elevation



Existing - Side Elevation 02

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Figure 06: Existing elevation drawings. Scale 1:200 at A4.

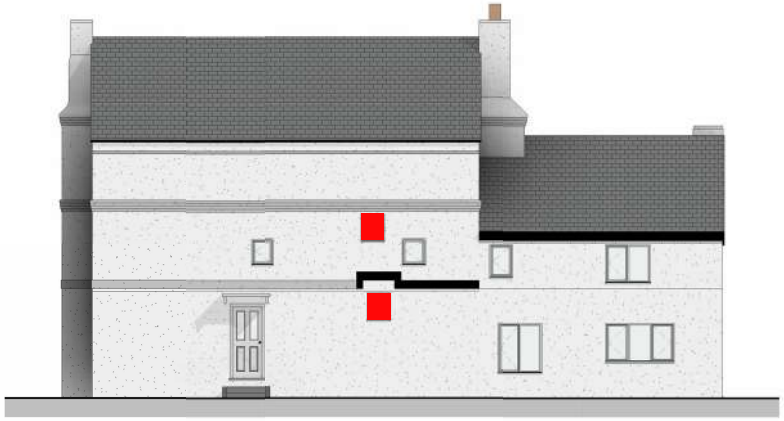
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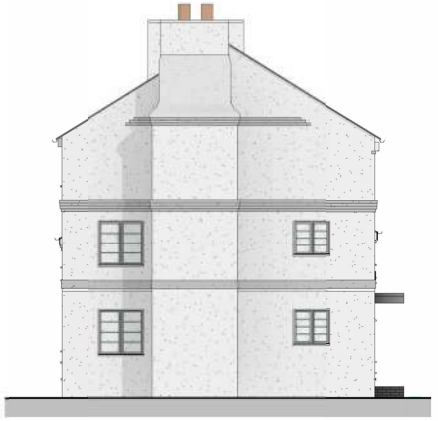
Existing - Front Elevation



Existing - Side Elevation 01



Existing - Rear Elevation

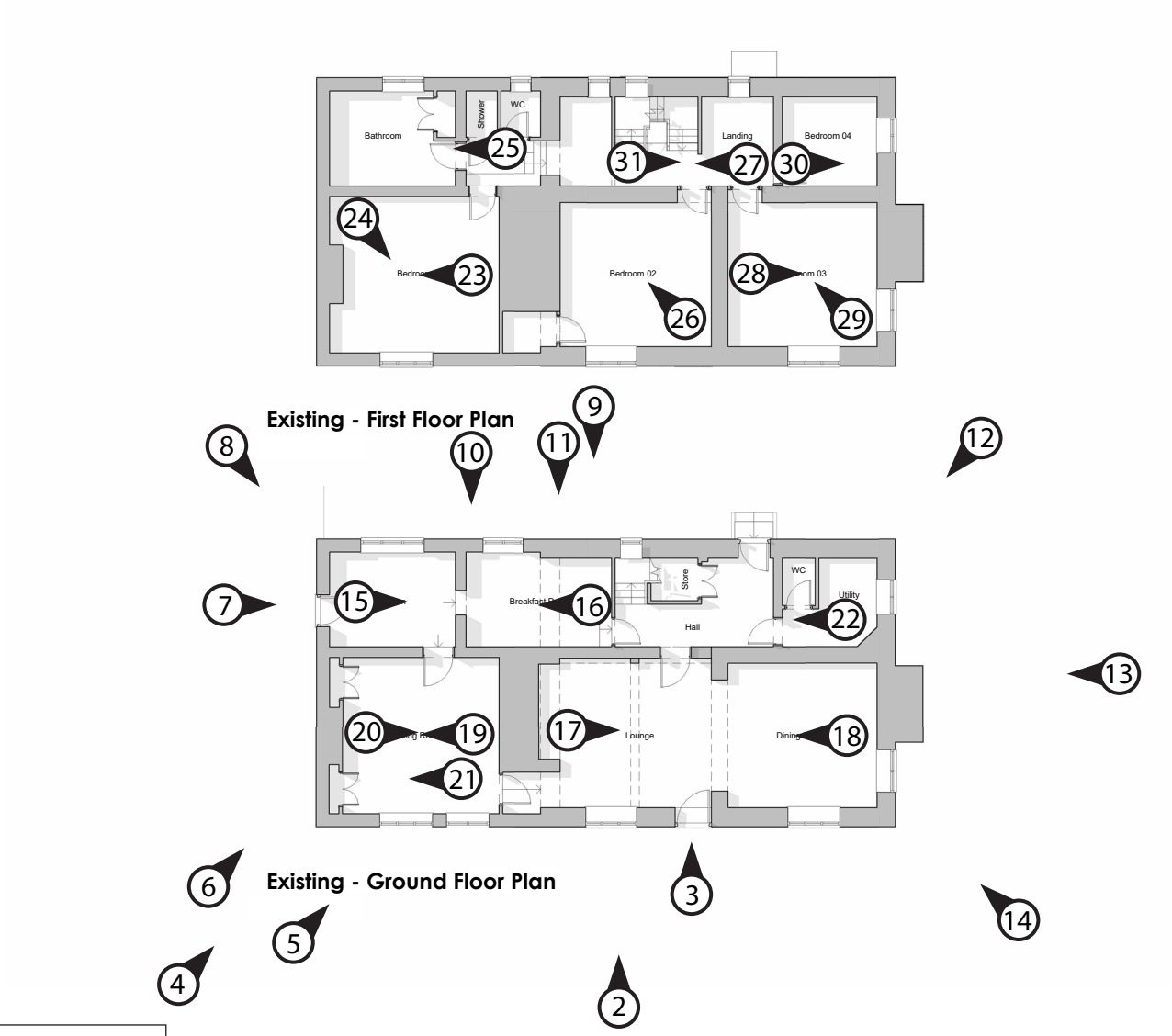


Existing - Side Elevation 02

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Figure 07: Existing elevation drawings showing blocked windows in red.
Scale 1:200 at A4.

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Figure 08: Existing GF and FF plan - location and orientation of photographic plates.
Scale 1:200 at A4.

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Plate 01: Context photograph, from the northeast.



Plate 02: Southeast facing external elevation, from the southeast. Scale 1.0m.



Plate 03: Southeast facing external elevation showing blocked window, from the southeast.



Plate 04: Southeast and southwest facing external elevations, from the south. Scale 1.0m.



Plate 05: Southwest facing external elevation showing chimney stack, from the south.



Plate 06: Southwest facing external elevation, from the south. Scale 1.0m.



Plate 07: Southwest facing external elevation showing inserted doorway, from the southwest.



Plate 08: Northwest and southwest facing external elevations, from the west. Scale 1.0m.



Plate 09: Northwest facing external elevation, from the northwest. Scale 1.0m.



Plate 10: Northwest facing external elevation showing extension, from the northwest. Scale 1.0m.



Plate 11: Northwest facing external elevation showing blocked windows, from the northwest. Scale 1.0m.



Plate 12: Northwest and northeast facing external elevations, from the north. Scale 1.0m.



Plate 13: Northeast facing external elevation, from the northeast. Scale 1.0m.



Plate 14: Northeast and southeast facing external elevations, from the east. Scale 1.0m.



Plate 15: Ground floor Kitchen and Breakfast Room, from the southwest. Scale 1.0m.



Plate 16: Ground floor Kitchen and Breakfast Room, from the northeast. Scale 1.0m.



Plate 17: Ground floor Lounge and Dining Room, from the southwest. Scale 1.0m.



Plate 18: Ground floor Lounge and Dining Room, from the northeast. Scale 1.0m.



Plate 19: Ground floor Sitting Room showing fireplace, from the northeast. Scale 1.0m.



Plate 20: Ground floor Sitting Room, from the southwest. Scale 1.0m.



Plate 21: Ground floor Sitting Room showing hand hewn beam, from the northeast.



Plate 22: Ground floor Utility and Hallway, from the northeast. Scale 1.0m.



Plate 23: First floor Bedroom 1, from the northeast. Scale 1.0m.



Plate 24: First floor Bedroom 1, from the west. Scale 1.0m.



Plate 25: First floor Bathroom, from the northeast. Scale 1.0m.

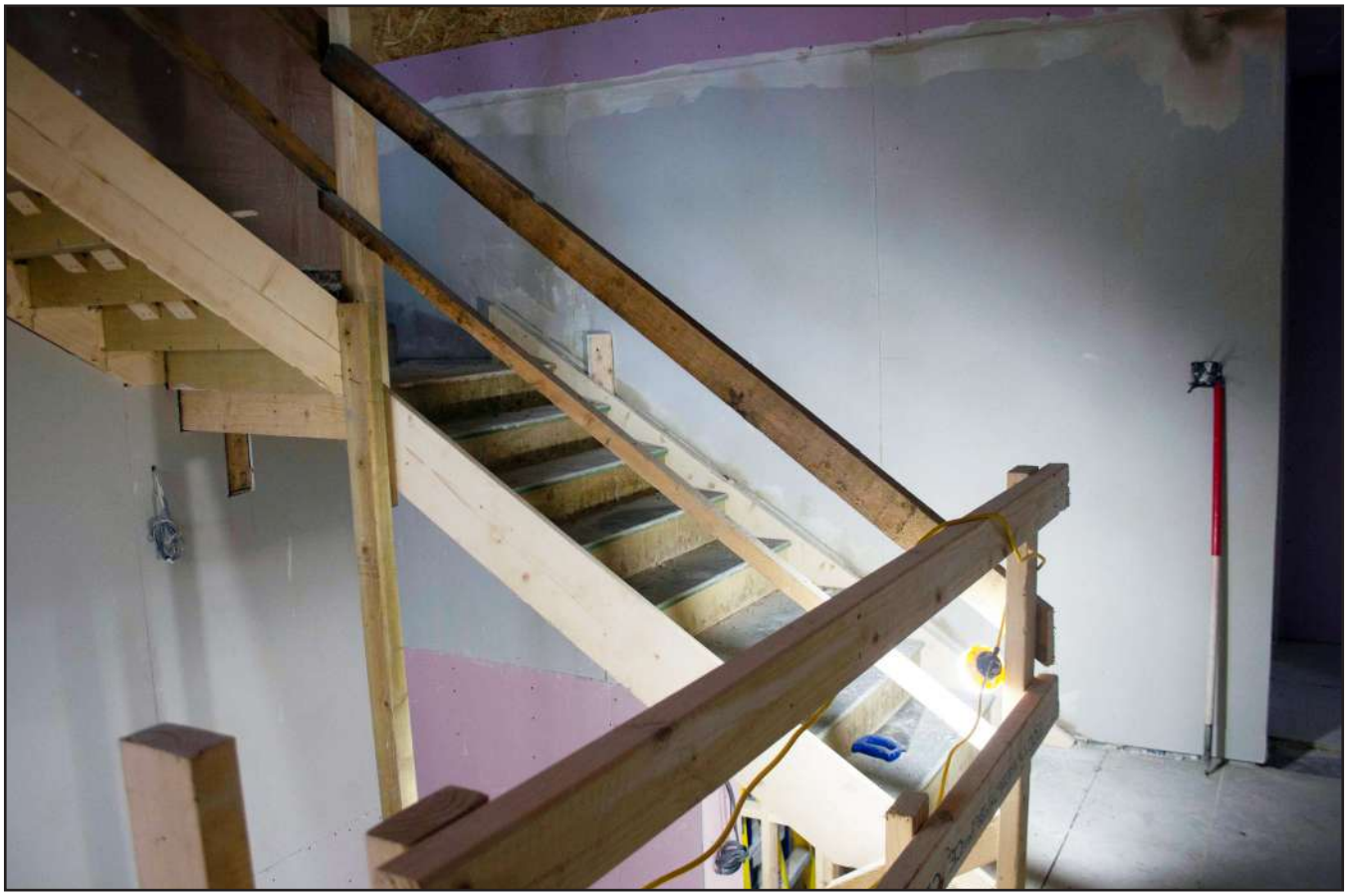


Plate 26: First floor Bedroom 2, from the east. Scale 1.0m.



Plate 27: First floor Landing, from the northeast. Scale 1.0m.



Plate 28: First floor Bedroom 3, from the southwest. Scale 1.0m.



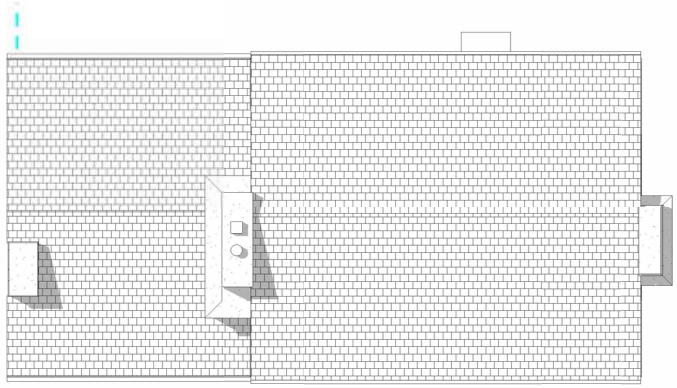
Plate 29: First floor Bedroom 3, from the east. Scale 1.0m.



Plate 30: First floor Bedroom 4, from the southwest. Scale 1.0m.



Plate 31: First floor Landing, from the southwest. Scale 1.0m.



Existing - Roof Plan



Existing - Second Floor

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Figure 09: Existing SF and roof plan - location and orientation of photographic plates.
Scale 1:200 at A4.

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Original building pre 1844

SW extension likely pre 1844

Chimney stack added to NE gable (date unknown)

Chimney stack added to SW gable (date unknown)



Existing - Ground Floor Plan

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Figure 10: Phasing Plan.

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Plate 32: Second floor Bedroom 5, from the east. Scale 1.0m.



Plate 33: Second floor Bedroom 6, from the south. Scale 1.0m.



Plate 34: Second floor Bedroom 6, from the east. Scale 1.0m.



Plate 35: Second floor Bathroom, from the northeast. Scale 1.0m.

9.0 SOURCES

Maps.

Ordnance Survey Open Data maps SJ NE35, NW35, SE35, SW35.

Secondary Sources

Chartered Institute for Archaeologists, (2023). *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures*.

Historic England, (2016). Understanding Historic Buildings: a guide to good recording practice.