



æon archaeology

**Blaenau Uchaf, Froncysyllte,
Llangollen LL20 7RY (P/2022/0352)**

**Written Scheme of Investigation (WSI)
for Level 2 Historic Building Record**

September 2022 v1.0



Project Code: A0388.1
Planning Ref. P/2022/0352
Event PRN: Tbc



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Project Code: A0388.1

Date: 30/09/2022

Client: Mr. Tim Pluves

info@aeonarchaeology.co.uk

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1.0 PROJECT BACKGROUND

Aeon Archaeology has been commissioned by Mr Tim Pluves, hereafter ‘the Client’, to produce a Written Scheme of Investigation (WSI) for carrying out a level 2 historic building record of a redundant agricultural building located at Blaenau Uchaf, Froncysyllte, Llangollen LL20 7RY (centred on **NGR SJ 25890 40207**) in advance of conversion to accommodation.

Full planning permission (**ref: P/2022/0352**) was secured by the Client from Wrexham County Borough Council, hereafter ‘the Council’, on 12th September 2022 with the following pre-commencement condition concerning archaeology being applied:

Condition 11

No part of the development / works shall commence until a programme of building and analysis, equivalent to an Historic England Level 2 building survey, has been secured in accordance with a brief and written scheme of investigation which has been prepared and to be carried out by a suitably qualified archaeologist, has been submitted to and approved in writing by the Local Planning Authority. The programme of building analysis and recording shall meet the standards laid down by the Chartered Institute for Archaeologists in their Standard and Guidance for archaeological investigation and recording of standing buildings or structures.

REASON· To allow an adequate analytical record of the building to be made, before it is converted, to ensure that the buildings origins, use and development are understood and the main features, character and state of preservation are recorded. in accordance with Policies GDP1 and EC11 of the Wrexham Unitary Development Plan.

This design and all subsequent mitigation will conform 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).

It is a requirement that this WSI is submitted to and approved in writing by the Planning Officer and the Development Management Archaeologist (DMA) (Mr Neil Bayliss) at the Clwyd-Powys Archaeological Trust (CPAT) prior to the works being undertaken.

The DMA at CPAT made the following consultee comments regarding the proposed development:

The conversion will alter the range of a late 18th - early 19th century agricultural buildings which are shown on the 1839 Tithe Map and not currently recorded on the Historic Environment Record. It would be unfortunate if these buildings are altered further without a record of their current form and layout being retained. I would therefore ask that the applicant is required to commission a Level 2 Building Recording before development commences, to preserve a record of these buildings as they currently stand.

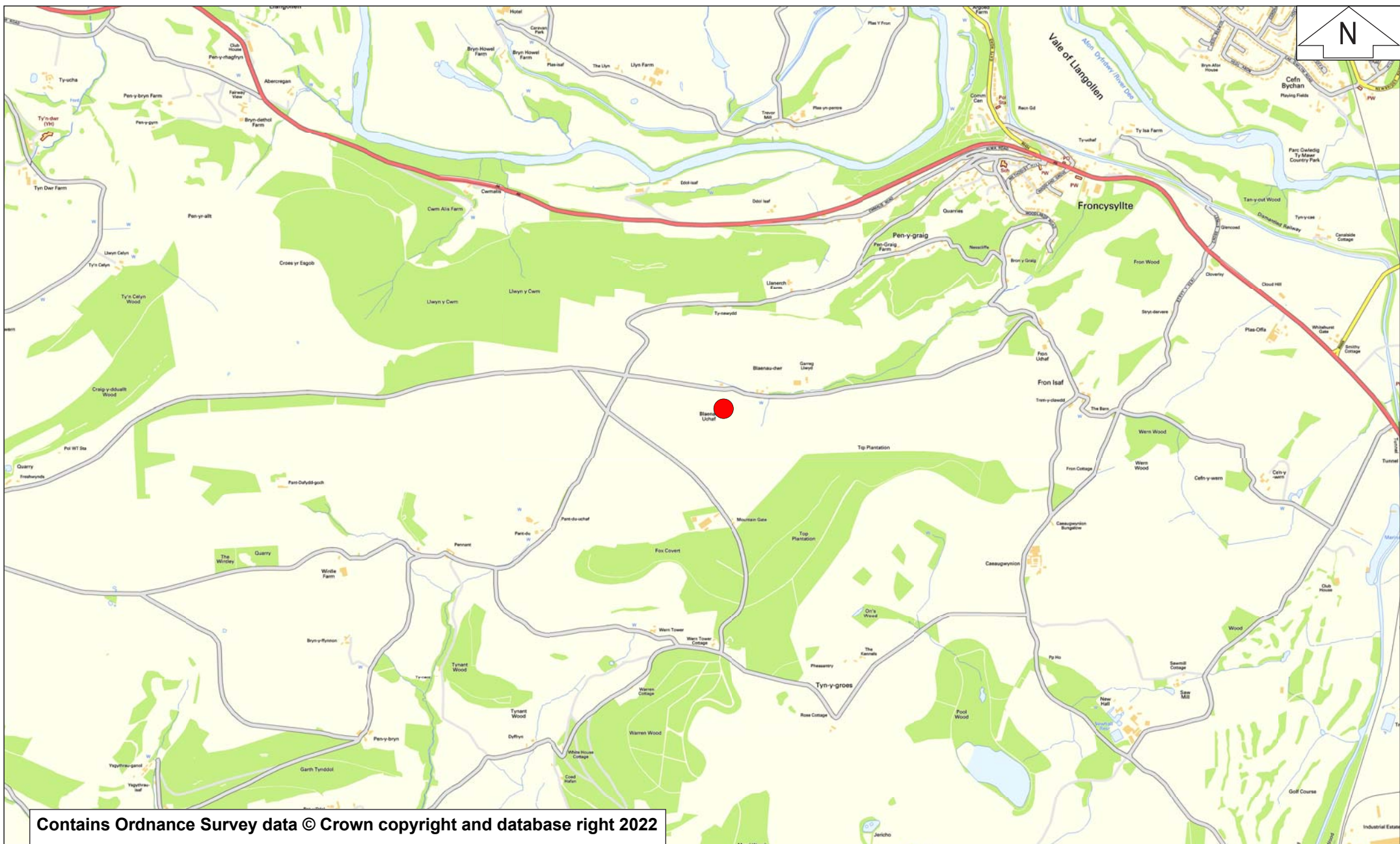


Figure 01: Location of Blaenau Uchaf, Froncysyllte, Llangollen LL20 7RY.
Scale 1:20,000 at A4.



Aeon Archaeology
Richard Cooke BA MA MCifA
Obsidian Offices, Chantry Court,
Chester CH1 4QN
Tel: 07866925393 / 01244 531585
www.aeonarchaeology.co.uk

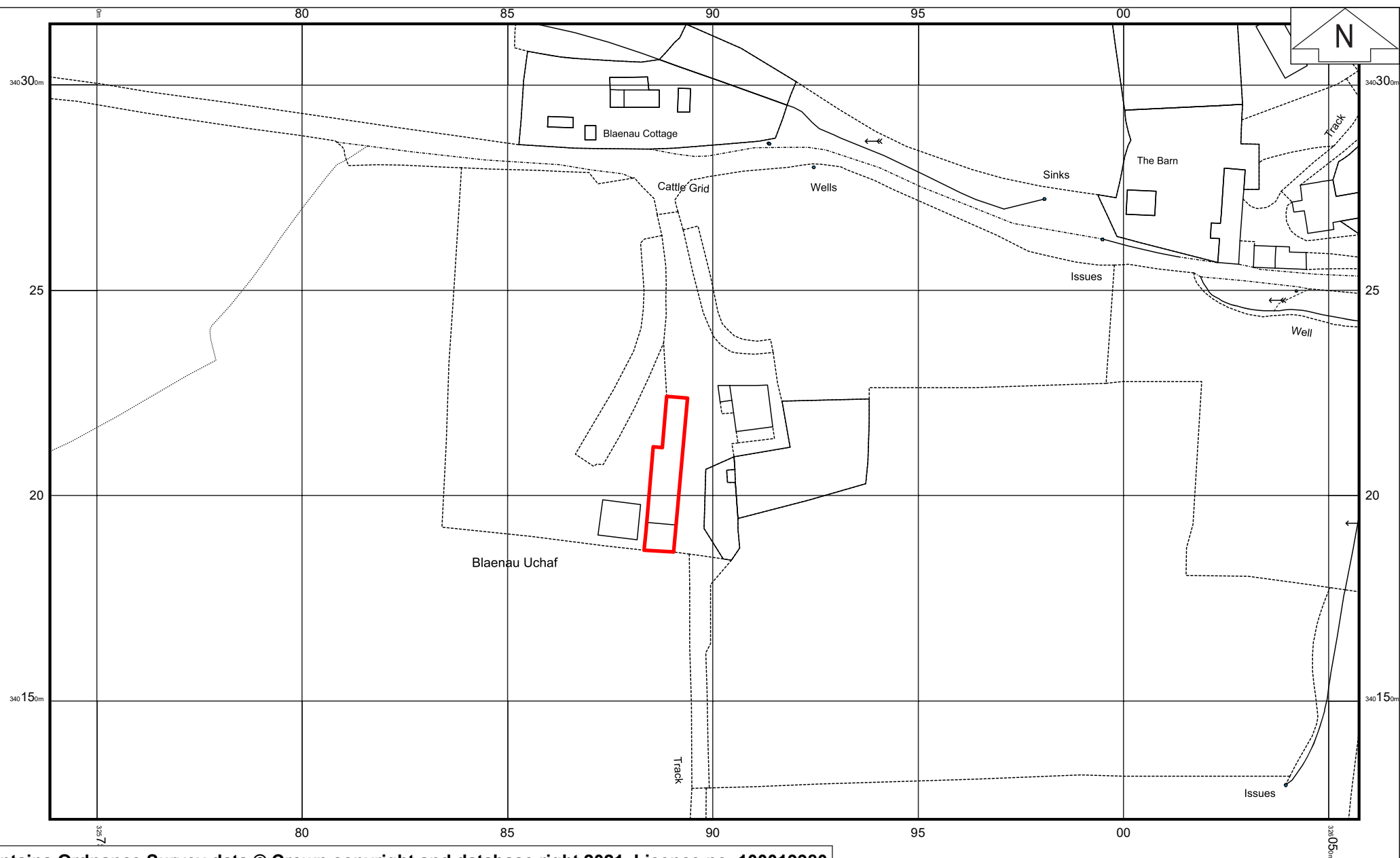


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Figure 02: Location of Blaenau Uchaf, Froncysyllte, Llangollen LL20 7RY.
Scale 1:5,000 at A4.

Aeon Archaeology
Richard Cooke BA MA MCifA
Obsidian Offices, Chantry Court,
Chester CH1 4QN
Tel: 07866925393 / 01244 531585
www.aeonarchaeology.co.uk



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Figure 03: Location of Blaenau Uchaf, Froncsyllte, Llangollen LL20 7RY.
Scale 1:1,250 at A4.

Aeon Archaeology
Richard Cooke BA MA MCifA
Obsidian Offices, Chantry Court,
Chester CH1 4QN
Tel: 07866925393 / 01244 531585
www.aeonarchaeology.co.uk

2.0 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 also 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 Country 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 policies 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

3.0 REQUIREMENTS

3.1 Building Record

The requirements are for an archaeological building record of the redundant outbuilding, however should observations or desk-based research suggest the potential for significant features to be encountered during the renovation works, the archaeological contractor should make arrangements to undertake any appropriate supplementary recording work during the development. The DMA at CPAT has requested that the building record be roughly commensurate with the Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2016) **Level 2**.

Both the exterior and the interior will be viewed, described and photographed. The record will present conclusions regarding the building's development and use, but will not discuss in detail the evidence on which these conclusions are based.

The detailed photographic record will consist of Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2006) elements:

written account: 1-3, 6

drawings: sometimes 1, sometimes one or more of 2-7

photographs: 1,2,4

4.0 METHOD STATEMENT

4.1 Level 2 Record

4.1.1 Written Account

The written account will include:

A written account will be prepared to include the buildings' precise locations along with details of any statutory or non-statutory designations. The date of the record, the name(s) of the recorder(s) and the proposed location for the archive of the record will also be confirmed.

Information on the Buildings' types and purposes, historically and at present, materials, and possible date(s) and phasing, in so far as these are apparent from an appropriate inspection will also be presented as a summary statement. The written account will summarise the Building's form, function, date and sequence of development. The names of architects, builders, patrons and owners will be given if known.

The written record will be completed via Aeon Archaeology pro-formas.

4.1.2 Photographs

The photographic record will include:

- A general view or views of the building;
- The building's external appearance. Typically a series of oblique views will show all external elevations of the building and give an impression of its size and shape;
- The overall appearance of the principal rooms and circulation areas.

The photographic record will be maintained throughout using a digital SLR camera (Canon 600D) set to maximum resolution (72 dpi) with photographs taken in RAW format and later converted to TIFF format for long-term storage and JPEG format for presentation and inclusion in the archive. The standards for the digital archive will adhere to those set out in 'Digital Archiving: Appendix 6. Digital Archive Repository Requirements (Archaeological Data Service, 2015).

All photographs forming part of the record will be in focus, with an appropriate use of depth of field; they will be adequately exposed in good natural light, or where necessary well-lit by artificial means. In order to produce the best possible results in limited time site photography will be planned to coincide with variations in natural light.

A tripod will be utilised throughout thus ensuring that images are unaffected by camera shake. When using a DSLR with a choice of lenses the least distorted image can be obtained using standard or slightly telephoto lenses. Wideangle lenses will not be used. Care taken in levelling the camera will help to avoid introducing distortions.

When photographing details the camera will be located straight on to the subject, and will include a clearly marked and suitably sized scale parallel to one edge of the photograph.

The main source of artificial light for interior photography is electronic flash. This has the advantage of being similar in colour balance to daylight, making it the most practical choice for most colour image capture. An integral flash, as supplied on many DSLRs, is often not powerful enough to meet

the range of demands in architectural work. In such cases the use of natural light, in conjunction with a tripod, may produce a better image.

4.1.3 Drawings

The drawn record will include:

- A site plan showing the location and orientation of photographs. This will label all room spaces and indicate any architectural features of note.

Caution will be exercised in using drawings created for other purposes, particularly for estate agents particulars etc, as these often rationalise plans and remove irregularities which may be key to understanding a building. Detailed plans made by surveyors for purposes of design or alteration may form a satisfactory basis for drawings which aim to show the evolution of a building, but their accuracy will need to be confirmed and they will sometimes need to be adapted to show a greater range of historical evidence.

4.2 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.

5.0 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.

Upon completion of the project copies of the report will be sent to the Client, regional HER and DCA at CPAT.

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) including the translation of a non-technical summary into the medium of Welsh.

6.0 DIGITAL DATA MANAGEMENT PLAN

6.1 Type of study

Level 2 historic building record of a redundant agricultural building located at Blaenau Uchaf, Froncysyllte, Llangollen LL20 7RY (centred on NGR SJ 25890 40207).

6.2 Types of Data

Photographs, digital text, annotated plans.

6.3 Format and scale of the data

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).

Written descriptions taken in digital .txt format and sent via email to ensure a digital backup copy at time of record.

Annotated plans scanned as .PDF files.

6.4 Methodologies for data collection / generation

Digital data will be 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* (2014. Rev 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

6.5 Data quality and standards

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

6.6 Managing, storing and curating data.

All digital data will be organised into Aeon Archaeology proformae project file systems and backed up to the cloud using *Digital River's Crashplan* with additional copies made to external physical hard drive.

6.7 Metadata standards and data documentation

Digital metadata created using Microsoft Excel (.xlsx) or Access (.accdb) of all photographic plates.

Paper metadata created from Aeon Archaeology proformas for contexts, artefacts, environmental samples, watching brief day sheets, trench sheets, and basic record sheets and then scanned to create digital .PDF copies.

6.8 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); submission of digital (.PDF) reports and a project completion form to the Oasis database; submission of the scanned (.PDF) archive, photographic plates (.TIF), and metadata (.xlsx) (.accdb) to the Archaeology Data Service (ADS); and retention of copies of all digital files at Aeon Archaeology on physical external hard drive and uploaded to the cloud.

6.9 Suitability for sharing

All digital data will be placed within the public realm (through the channels in 6.8) 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.

6.10 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 ADS and Oasis websites. Requests can also be made for data through the regional HER's and directly to Aeon Archaeology (info@aeonarchaeology.co.uk).

6.11 Governance of access

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

6.12 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.

6.13 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.

6.14 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.

6.15 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.

6.16 Organisational policies on data sharing and data security

The following Aeon Archaeology policies are relevant:

- Aeon Archaeology Archive Deposition Policy 2022
- Aeon Archaeology Quality Assurance Policy 2022
- Aeon Archaeology Conflict of Interest Policy 2022
- Aeon Archaeology Outreach Policy 2022
- Aeon Archaeology Digital Management Plan 2022

7.0 PERSONNEL

The work will be managed and undertaken by Richard Cooke BA MA MCIfA, Archaeological Contractor and Consultant at Aeon Archaeology. Full details of personnel involved, with *curricula vitae*, can be supplied upon request.

8.0 MONITORING AND TIMING

Monitoring visits can be arranged during the course of the project with the Client and with the DMA at CPAT.

9.0 HEALTH AND SAFETY

Aeon Archaeology has a Health and Safety Policy Statement which can be supplied upon request. Furthermore, site-specific Risk Assessments and Method Statements are compiled and distributed to every member of staff involved with the project.

10.0 INSURANCE

Liability Insurance

- Employers' Liability: Limit of Indemnity £10m in any one occurrence
- Public Liability: Limit of Indemnity £2m in any one occurrence
- Legal Defence Costs (Health and Safety at Work Act): £100,000

The current period expires 07/09/23

Professional Indemnity Insurance

- Limit of Indemnity £500,000 any one claim

The current period expires 07/09/23

11.0 GENERAL

All project staff will adhere to the *Code of Conduct of the Chartered Institute for Archaeologists*.

The project will follow the requirements set down in the *Standards and Guidance for Archaeological Investigation and Recording of Standing Buildings or Structures (2020)* prepared by the Chartered Institute for Archaeologists.

A Method Statement and Risk Assessment will be prepared prior to the commencement of fieldwork and circulated to all staff concerned.

