



æon archaeology

Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP.

October 2022 V 1.0



Photographic Building Survey

Project Code: A0390.1

Report no. 0372

Event PRN: 214117





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Garth, Llangollen, Wrexham LL20 7UP.**

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Photographic Building Survey

**Aeon Archaeology
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Project Code: A0390.1
Date: 15/10/2022
Client: Seb Boulton Oliver
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Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP.

October 2022 v1.0

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Figures

Figure 01: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham, LL20 7UP. Scale 1:20,000 at A4.

Figure 02: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham, LL20 7UP. Scale 1:5,000 at A4.

Figure 03: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham, LL20 7UP. Scale 1:500 at A4.

Figure 04: Photographic plates from building survey of ground floor at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:100 at A4.

Figure 05: Photographic plates from building survey of first floor at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:100 at A4.

Plates

Plate 01: Context shot of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale

Plate 02: Context shot of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southeast - 2.00m scale

Plate 03: Context shot of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale

Plate 04: Principal elevation (southern) of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the south - 2.00m scale

Plate 05: Oblique shot of southern and eastern elevations of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southeast - 2.00m scale

Plate 06: Eastern elevation of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale

Plate 07: Oblique shot of eastern and northern elevations of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southeast - 2.00m scale

Plate 08: Northern elevation (oblique) of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east/northeast - 2.00m scale

Plate 09: Northern elevation (oblique) of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west/northwest - 1.00m scale

Plate 10: Western elevation of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale

Plate 11: Western elevation of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale

Plate 12: Oblique shot of western and southern elevations of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale

Plate 13: Internal shot of ground floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west - 1.00m scale

Plate 14: Internal shot of ground floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 1.00m scale

Plate 15: Internal shot of inglenook fireplace within ground floor room at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 1.00m scale

Plate 16: Internal shot of first floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west - 2.00m scale

Plate 17: Internal shot of first floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale

Plate 18: Internal shot of chimney breast within the first floor room at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale

Plate 19: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale

Plate 20: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southeast - 2.00m scale

Plate 21: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the south - 2.00m scale

Plate 22: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale

Plate 23: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west - 2.00m scale

Plates (2)

Plate 24: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale

Plate 25: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the north - 2.00m scale

Plate 26: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northeast - 2.00m scale

Plate 27: Internal shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale

Plate 28: Internal shot of fireplace/oven within outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale

Contents

1.0 NON-TECHNICAL SUMMARY	1
2.0 INTRODUCTION	2
3.0 POLICY CONTEXT	3
4.0 REQUIREMENTS	5
4.1 Building Record	5
5.0 METHOD STATEMENT	6
5.1 Photographic Record	6
5.1.1 Written Account	6
5.1.2 Photographs	6
5.1.3 Drawn Record	7
5.2 Processing data, illustration, report and archiving	7
6.0 DIGITAL DATA MANAGEMENT PLAN	8
6.1 Type of study	8
6.2 Types of data	8
6.3 Format and scale of the data	8
6.4 Methodologies for data collection / generation	8
6.5 Data quality and standards	8
6.6 Managing, storing and curating data	8
6.7 Metadata standards and data documentation	8
6.8 Data preservation strategy and standards	9
6.9 Suitability for sharing	9
6.10 Discovery by potential users of the research data	9
6.11 Governance of access	9
6.12 The study team's exclusive use of the data	9
6.13 Restrictions or delays to sharing, with planned actions to limit such restrictions	9
6.14 Regulation of responsibilities of users	9
6.15 Responsibilities	10
6.16 Organisational policies on data sharing and data security	10
7.0 PHOTOGRAPHIC RECORD	11
8.0 SOURCES	12

1.0 NON-TECHNICAL SUMMARY

*Comisiynwyd Aeon Archaeology gan Mr. Seb Boulton Oliver i gynnal arolwg ffotograffig o adeilad gwag Brookside Cottage, Ffordd Trevor Hall, Garth, Llangollen, Wrexham LL20 7UP (yn canolbwyntio ar **NGR SJ 25727 42647**) cyn dymchwel yr adeilad ar wahân. ac adeiladu estyniad deulawr newydd, ynghyd â newidiadau cysylltiedig i Brookside Cottage.*

Aeon Archaeology was commissioned by Mr. Seb Boulton Oliver to carry out a photographic building survey of the now vacant Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP (centred on **NGR SJ 25727 42647**) in advance of demolition of the existing detached garage and the erection of a two-storey extension, with associated alterations to Brookside Cottage.

2.0 INTRODUCTION

Aeon Archaeology has been commissioned by Mr. Seb Boulton Oliver, hereafter ‘the Client’, to carry out a photographic building survey of the now vacant Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP (centred on NGR SJ 25727 42647) in advance of demolition of the existing detached garage and the erection of a two-storey extension, with associated alterations to Brookside Cottage.

Full planning permission was secured by the Client from Wrexham County Council, hereafter ‘the Council’, on the 15th July 2022 with the following pre-commencement condition concerning archaeology being applied (P/2022/0118):

Condition 6

No works shall commence until an appropriate photographic survey (equivalent to an Historic England Level 1 Photographic Survey - Understanding Historic Buildings, 2016, 5.5, p.27) of the existing building/s has been carried out by an archaeological contractor, in accordance with details to be submitted to, and approved in writing by, the Local Planning Authority. The resulting digital photographs shall be forwarded on appropriate digital media to the Local Planning Authority and the Development Control Archaeologist (Clwyd-Powys Archaeological Trust, Coed y Dinas, Welshpool,

Powys, SY21 8RP. Email: neil.bayliss@cpat.org.uk Tel: 01938 553670/552045. After approval by the Local Planning Authority, a copy of the photographs should also be sent to the Historic Environment Record Officer, Clwyd Powys Archaeological Trust for inclusion in the regional Historic Environment Record and an archive copy should be lodged with the National Monuments Record, RCAHMW.

Reason: To secure a full photographic record of the original building(s) prior to alteration, conversion or demolition in accordance with Policy GDP1 of the Wrexham Unitary Development Plan.

The Development Management Archaeologist (DMA) at the Clwyd-Powys Archaeological Trust (CPAT) made the following consultee comments in their role as archaeological advisor to the Council:

Information held within the regional Historic Environment Record indicates that the proposal includes alterations to a dwelling shown on the Tithe Map of 1838 and the demolition of an outbuilding visible on the 1st edition Ordnance Survey mapping of 1891. It would be unfortunate if these buildings were 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 Photographic Survey before development commences, to preserve a record of these buildings.

It is a requirement that this WSI be approved in writing by the DMA at CPAT prior to the survey being undertaken.

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).

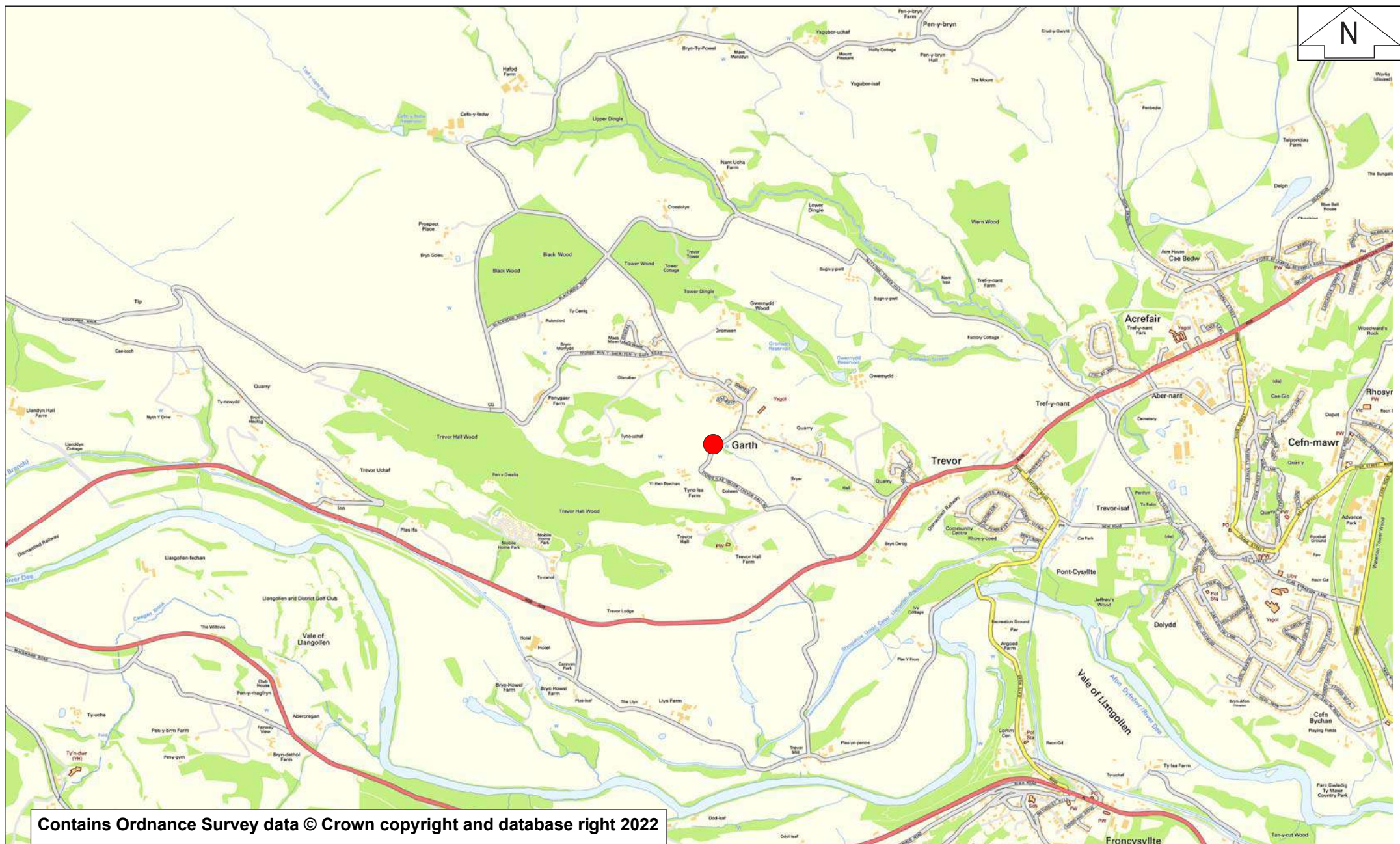


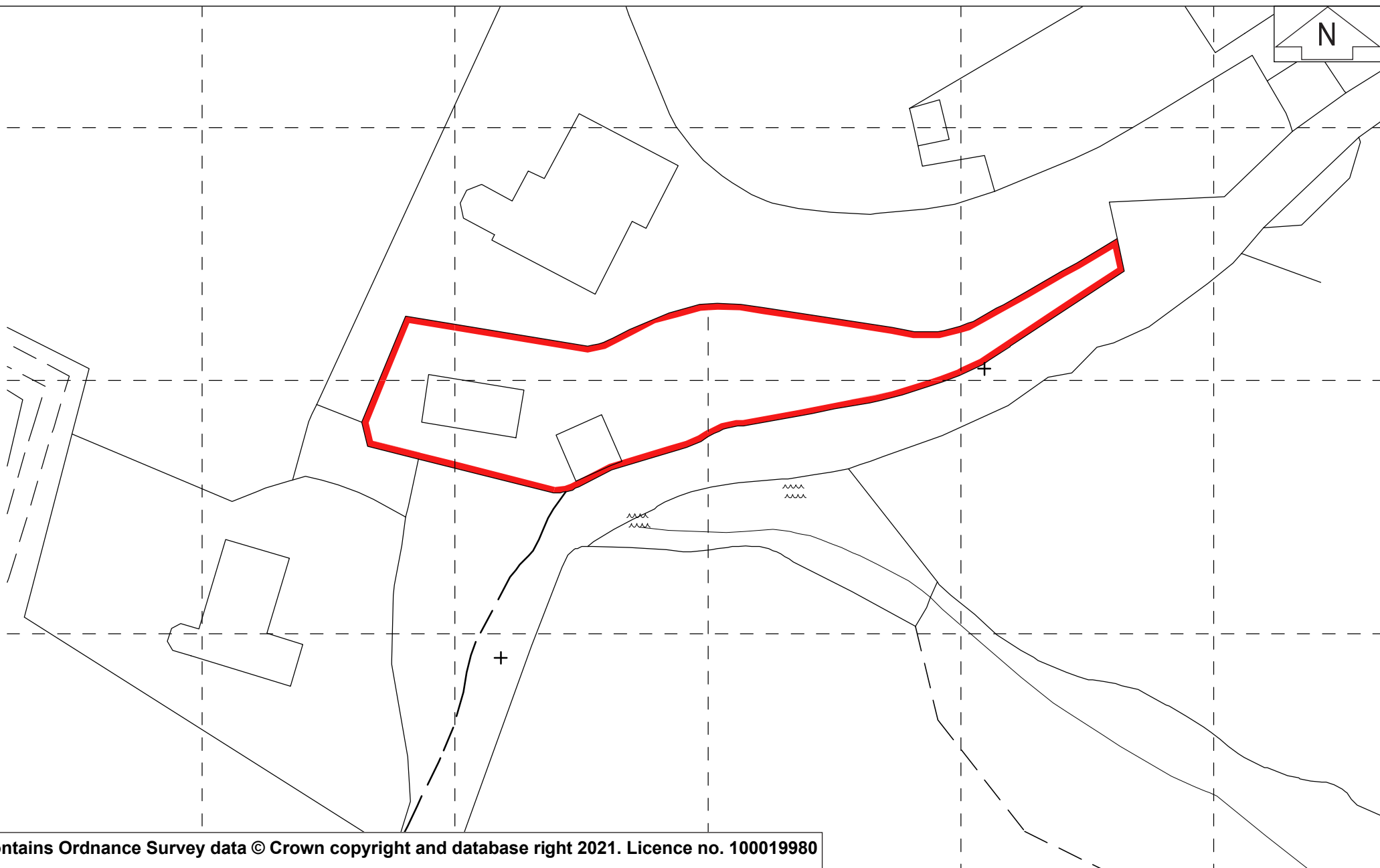
Figure 01: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:20,000 at A4.



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Figure 02: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:5,000 at A4.



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Figure 03: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:500 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 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

4.0 REQUIREMENTS

4.1 Building Record

The requirement was for a historic building photographic record Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP, in advance of demolition of the existing detached garage and the erection of a two-storey extension, with associated alterations to Brookside Cottage, however should observations or desk-based research suggest the potential for significant features to be encountered during the demolition / alteration works, the archaeological contractor should make arrangements to undertake any appropriate supplementary recording work during the development. The DMA at CPAT, 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.

6.0 DIGITAL DATA MANAGEMENT PLAN

6.1 Type of study

A photographic building survey of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP (centred on **NGR SJ 25727 42647**) in advance of demolition of the existing detached garage and the erection of a two-storey extension, with associated alterations to Brookside Cottage.

6.2 Types of data

Photographs, measured plans, context sheets, context register, photographic register, trench sheets.

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*).

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* (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 proforma 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 Royal Commission on the Ancient and Historical Monuments of Wales (RCAHMW); 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 RCAHMW website. 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 (RCAHMW) 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 2019
- Aeon Archaeology Quality Assurance Policy 2019
- Aeon Archaeology Conflict of Interest Policy 2019
- Aeon Archaeology Outreach Policy 2019
- Aeon Archaeology Digital Management Plan 2020

7.0 PHOTOGRAPHIC RECORD

(*Figures 1-5; Plates 1-28*)

Brookside Cottage is located on Trevor Hall Road which is accessed via Garth Road which runs upslope from Trevor and through the settlement of Garth – which when translated into English means *ridge* or *wooded slope*. When viewed on the 3rd edition 25-inch Ordnance Survey map the building is shown as having originally been known as *Cerrig Llithrig*.

The photographic record was undertaken by Josh Dean BA archaeologist at Aeon Archaeology on the 14th October 2022. Upon approval from the Client and the CPAT Development Control Archaeologist the report will be archived with the CPAT 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 **A0390.1**, Report no# 0372.

The following is largely reproduced from *Historic Landscape Characterisation the Vale of Llangollen: Garth Llangollen Community, Denbighshire, and Llangollen Rural Community, Wrexham (HLCA 1155)* – see Section 8.0 for full reference.

The general area lies on the south-eastern edge of Ruabon Mountain, dropping fairly regularly in height from the unenclosed land at about 360 metres above sea level down to the edge of the Dee valley above Trevor, at about 130 metres. The underlying geology is composed of sandstone overlain by Coal Measures including marls to the east. Topographically, the area is bounded to the east by the steep-sided valley of the Tref-y-nant stream which includes sinuous broadleaved woodland, possibly representing residual ancient woodland.

The area lies on the margins of the industrialised area of Acrefair and Cefn Mawr, and bears some traces of earlier industry and associated workers' housing, superimposed upon an earlier agricultural landscape characterized by scattered farmsteads and predominantly small irregular fields probably of medieval and early post-medieval origin, mostly in use as improved pasture. Towards the upland margin are a number of smaller areas of large and small straight-sided fields deriving from post-medieval upland enclosure together with areas of probably 19th-century estate conifer plantation at Black Wood and Trevor Wood.

Industrial remains of the earlier 19th century within the area include a number of isolated limekilns mostly around the upland margin to the west, together with several small limestone quarries and a small isolated former coal mine. From the middle of the 19th century industry was focused on the former complex close to the railway at Trevor, known as the Garth Brickworks, where marls, silica deposits and stone were quarried from opencast workings and a drift mine at various periods, used for the manufacture of bricks, fire-bricks and other materials for the steel industry until the late 1970s. The workings were once linked by aerial ropeway to an additional clay pit further uphill.

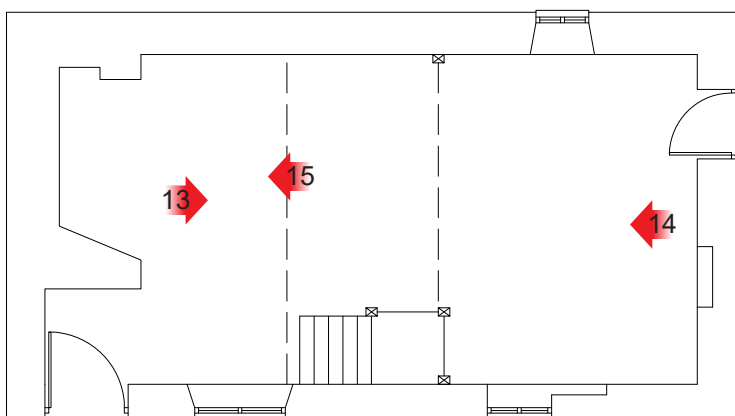
The linear settlement running downhill from Garth to Garth Trefor and Trefor-isaf originated as a settlement for quarrymen and industrial workers in the 19th and earlier 20th century, and included at various times a school, three nonconformist chapels and several public houses.

- Key
- 2 External Photograph
 - 2 Internal Photograph
 - 30 Context Photograph



10 9

First Floor, Brookside Cottage



11 12

4

1

7

8

6

23

22

5

21

24

27

28

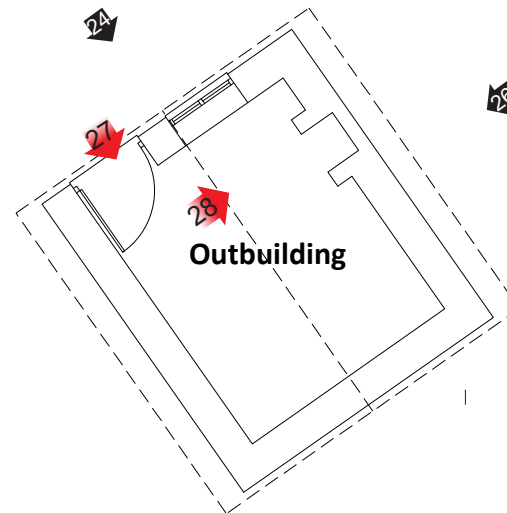
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2

3



Outbuilding



Figure 04: Photographic plates from building survey of groundfloor at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:100 at A4.

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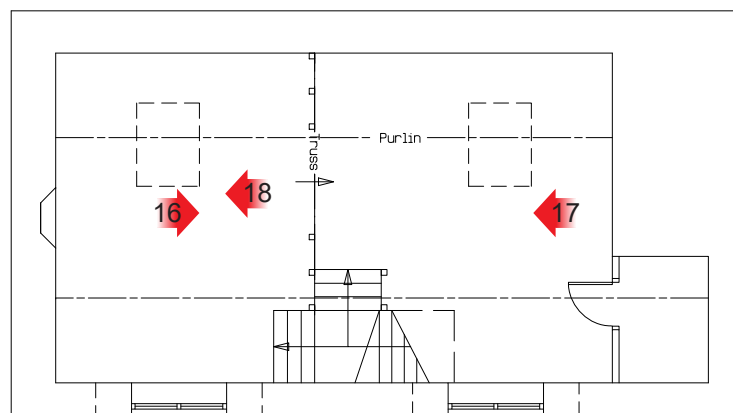
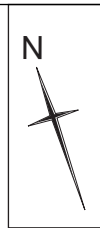




Plate 01: Context shot of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale



Plate 02: Context shot of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southeast - 2.00m scale

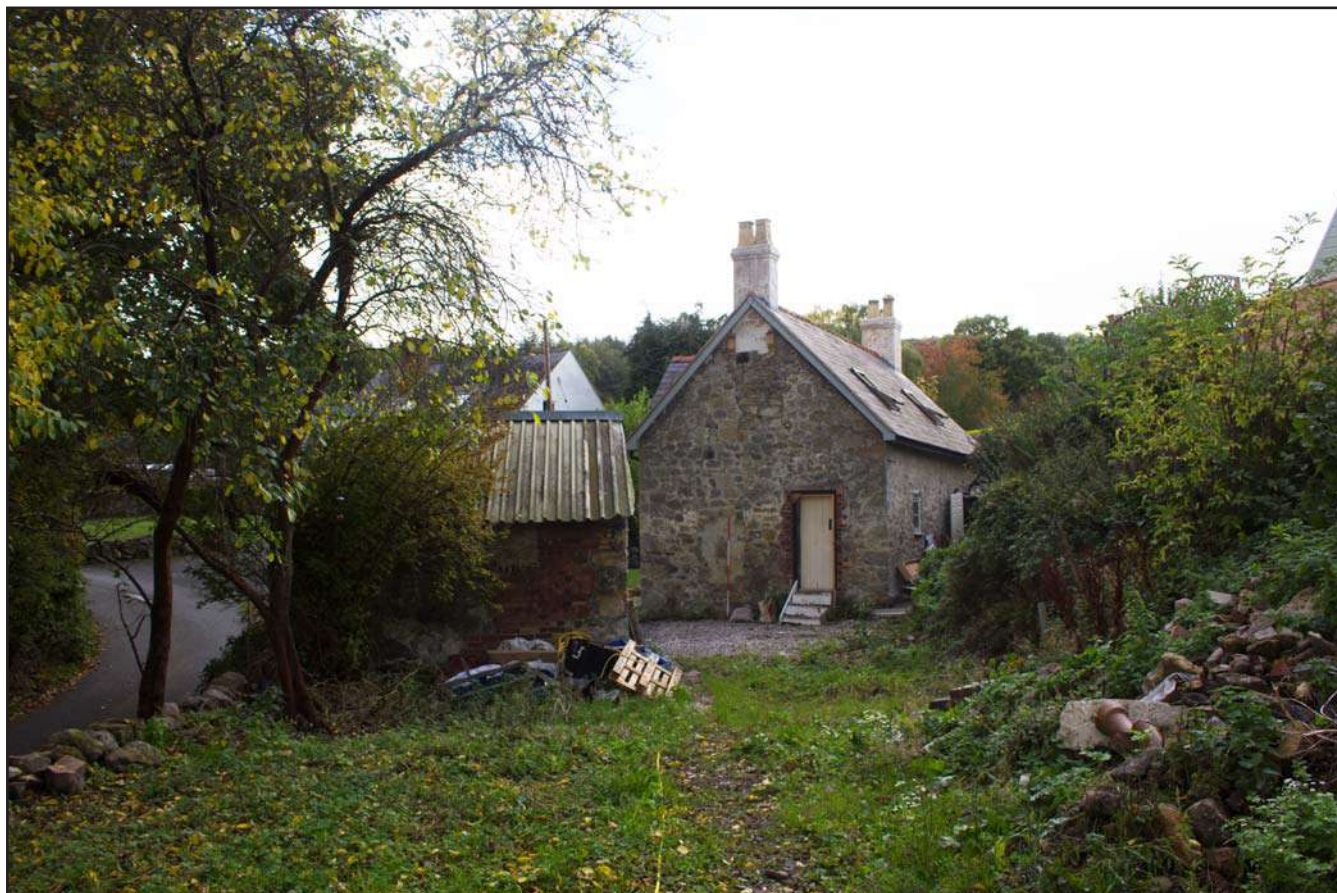


Plate 03: Context shot of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale



Plate 04: Principal elevation (southern) of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the south - 2.00m scale



Plate 05: Oblique shot of southern and eastern elevations of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southeast - 2.00m scale



Plate 06: Eastern elevation of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale



Plate 07: Oblique shot of eastern and northern elevations of Brookside Cottage,
Trevor Hall Road, Garth, Llangollen, Wrexham -
from the southeast - 2.00m scale



Plate 08: Northern elevation (oblique) of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east/northeast - 2.00m scale



Plate 09: Northern elevation (oblique) of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west/northwest - 1.00m scale

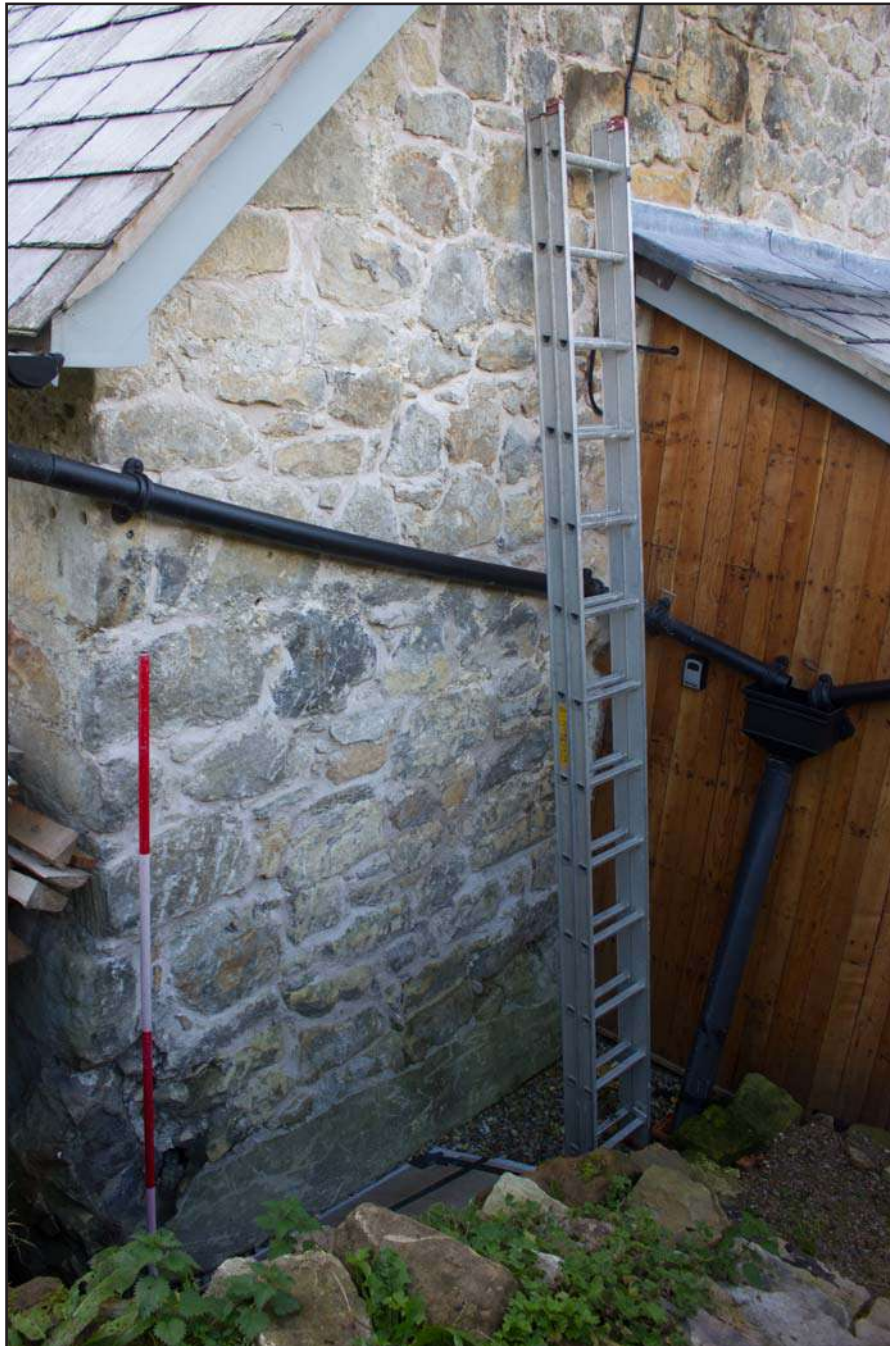


Plate 10: Western elevation of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale



Plate 11: Western elevation of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale



Plate 12: Oblique shot of western and southern elevations of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale



Plate 13: Internal shot of ground floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west - 1.00m scale



Plate 14: Internal shot of ground floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 1.00m scale



Plate 15: Internal shot of inglenook fireplace within ground floor room at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 1.00m scale



Plate 16: Internal shot of first floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west
- 2.00m scale



Plate 17: Internal shot of first floor room within Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale



Plate 18: Internal shot of chimney breast within the first floor room at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale



Plate 19: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the east - 2.00m scale



Plate 20: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southeast - 2.00m scale



Plate 21: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the south - 2.00m scale



Plate 22: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the southwest - 2.00m scale



Plate 23: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the west - 2.00m scale



Plate 24: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale



Plate 25: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the north - 2.00m scale

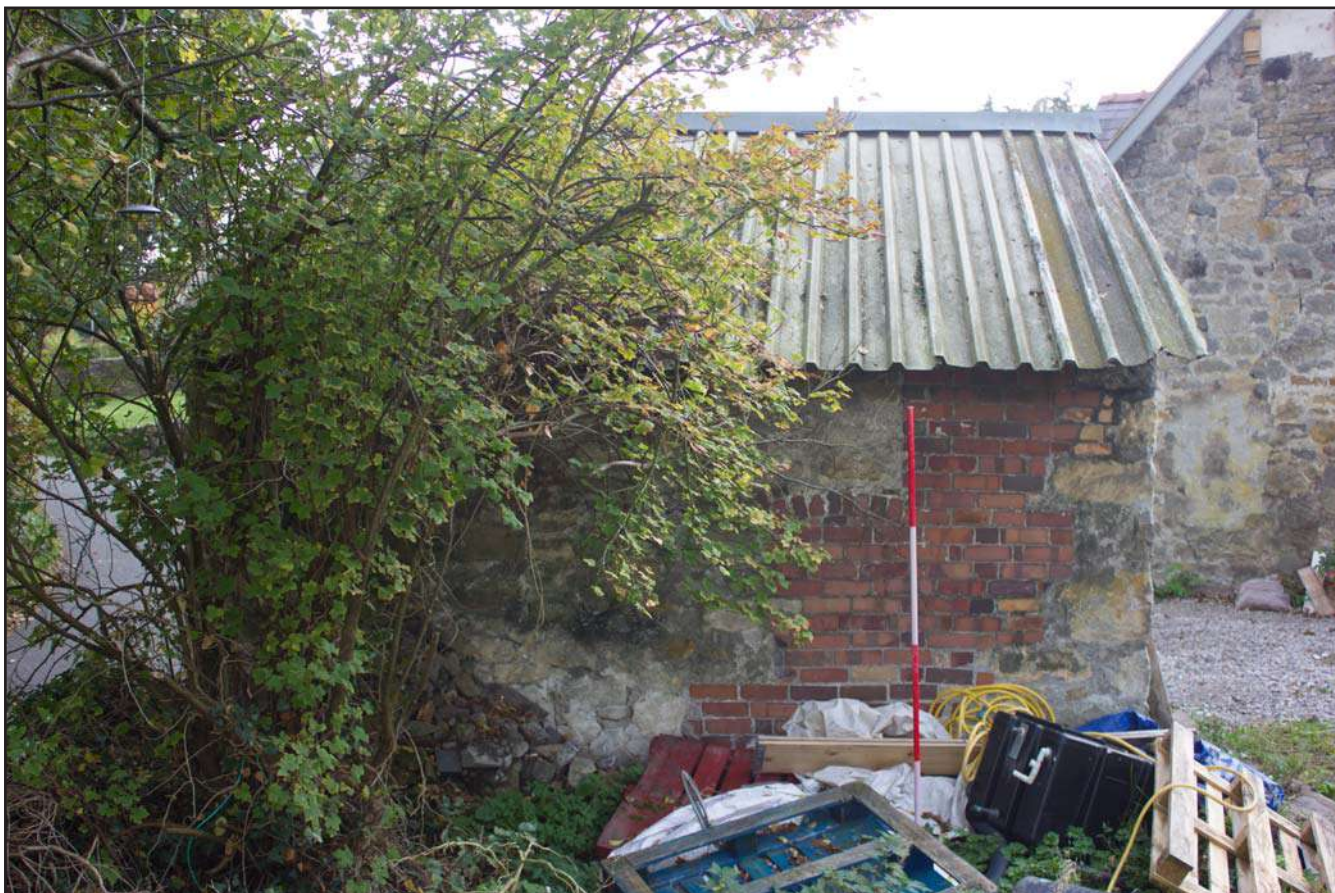


Plate 26: External shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northeast - 2.00m scale

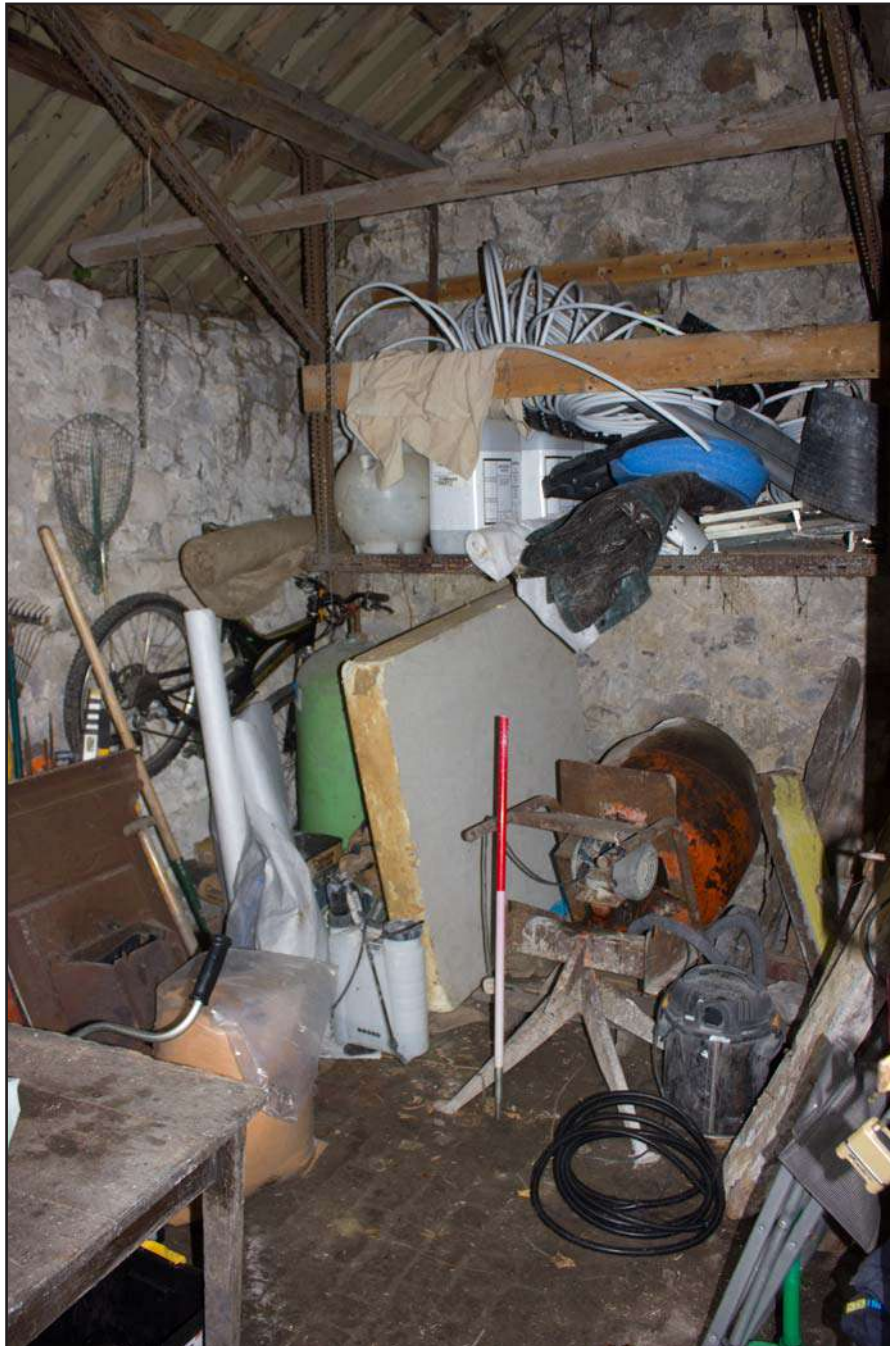


Plate 27: Internal shot of outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale

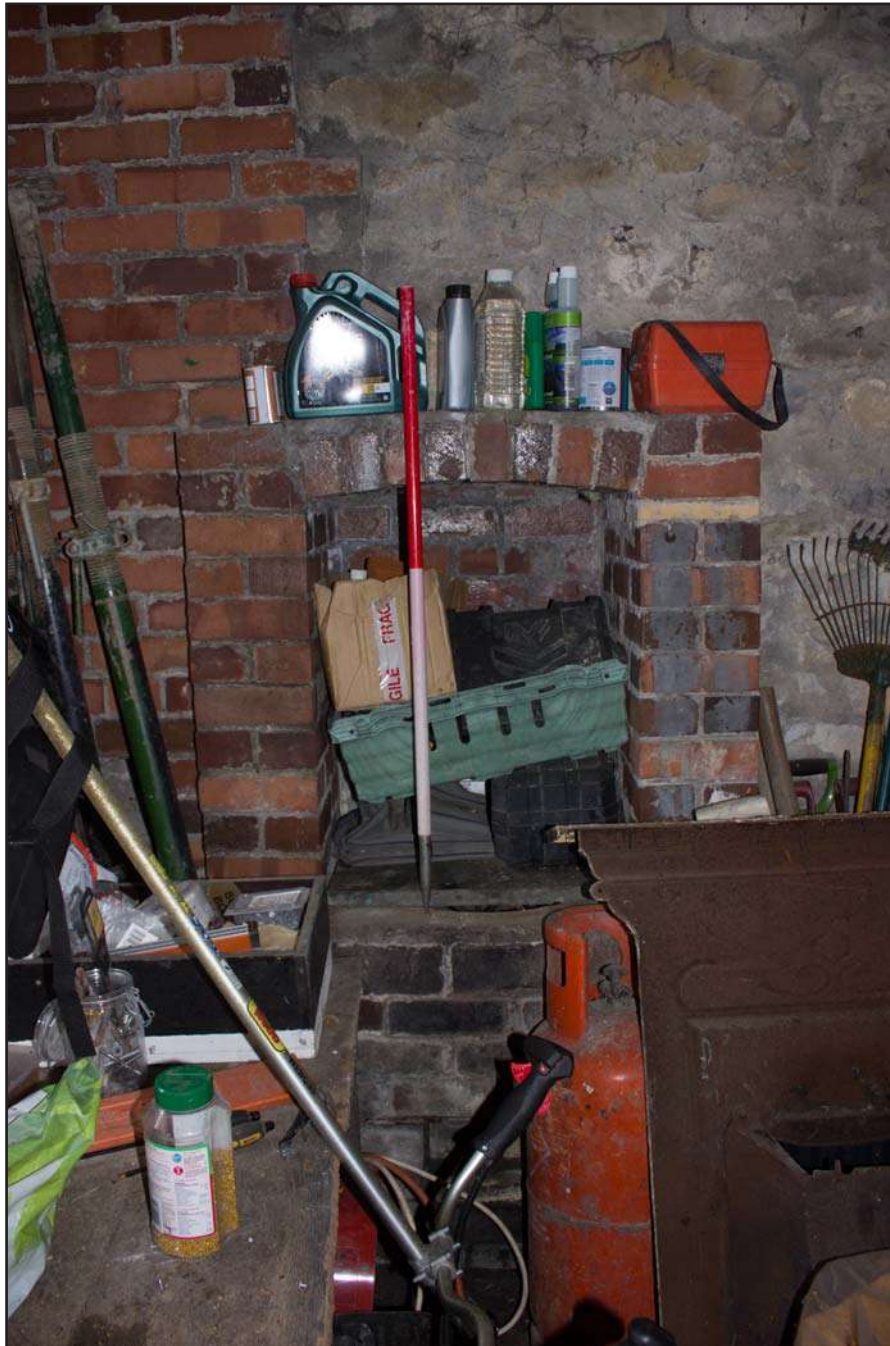


Plate 28: Internal shot of fireplace/oven within outbuilding at Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham - from the northwest - 2.00m scale

8.0 SOURCES

Maps.

Ordnance Survey Open Data maps SJ NE24, NW24, SE24, SW24.

Secondary Sources

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æon archaeology

**Brookside Cottage, Trevor Hall Road,
Garth, Llangollen, Wrexham LL20 7UP
(P/2022/0118)**

**Written Scheme of Investigation (WSI)
for Photographic Building Survey**

October 2022 v1.0



Project Code: A0390.1
Planning Ref. P/2022/0118
Event PRN: Tbc



æon archaeology

Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP (P/2022/0118)

October 2022 v1.0

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Project Code: A0390.1

Date: 10/10/2022

Client: Mr. Seb Boulton Oliver

info@aeonarchaeology.co.uk

1.0 PROJECT BACKGROUND	1
2.0 POLICY CONTEXT	2
3.0 REQUIREMENTS.....	4
3.1 Building Record	4
4.0 METHOD STATEMENT	5
4.1 Photographic Record	5
4.1.1 Written Account.....	5
4.1.2 Photographs.....	5
4.1.3 Drawn Record	6
4.2 Processing data, illustration, report and archiving	6
5.0 DISSEMINATION AND ARCHIVING	6
6.0 DIGITAL DATA MANAGEMENT PLAN	7
6.1 Type of study.....	7
6.2 Types of data	7
6.3 Format and scale of the data.....	7
6.4 Methodologies for data collection / generation	7
6.5 Data quality and standards	7
6.6 Managing, storing and curating data.	7
6.7 Metadata standards and data documentation	7
6.8 Data preservation strategy and standards	8
6.9 Suitability for sharing.....	8
6.10 Discovery by potential users of the research data	8
6.11 Governance of access	8
6.12 The study team's exclusive use of the data	8
6.13 Restrictions or delays to sharing, with planned actions to limit such restrictions	8
6.14 Regulation of responsibilities of users	8
6.15 Responsibilities	9
6.16 Organisational policies on data sharing and data security	9
7.0 PERSONNEL	10
8.0 MONITORING AND TIMING.....	10
9.0 HEALTH AND SAFETY	10
10.0 INSURANCE.....	10
11.0 GENERAL.....	10

1.0 PROJECT BACKGROUND

Aeon Archaeology has been commissioned by Mr. Seb Boulton Oliver, hereafter ‘the Client’, to produce a Written Scheme of Investigation (WSI) for carrying out a photographic building survey of the now vacant Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP (centred on **NGR SJ 25727 42647**) in advance of demolition of the existing detached garage and the erection of a two storey extension, with associated alterations to Brookside Cottage.

Full planning permission was secured by the Client from Wrexham County Council, hereafter ‘the Council’, on the 15th July 2022 with the following pre-commencement condition concerning archaeology being applied (**P/2022/0118**):

Condition 6

No works shall commence until an appropriate photographic survey (equivalent to an Historic England Level 1 Photographic Survey - Understanding Historic Buildings, 2016, 5.5, p.27) of the existing building/s has been carried out by an archaeological contractor, in accordance with details to be submitted to, and approved in writing by, the Local Planning Authority. The resulting digital photographs shall be forwarded on appropriate digital media to the Local Planning Authority and the Development Control Archaeologist (Clwyd-Powys Archaeological Trust, Coed y Dinas, Welshpool, Powys, SY21 8RP. Email: neil.bayliss@cpat.org.uk Tel: 01938 553670/552045. After approval by the Local Planning Authority, a copy of the photographs should also be sent to the Historic Environment Record Officer, Clwyd Powys Archaeological Trust for inclusion in the regional Historic Environment Record and an archive copy should be lodged with the National Monuments Record, RCAHMW.

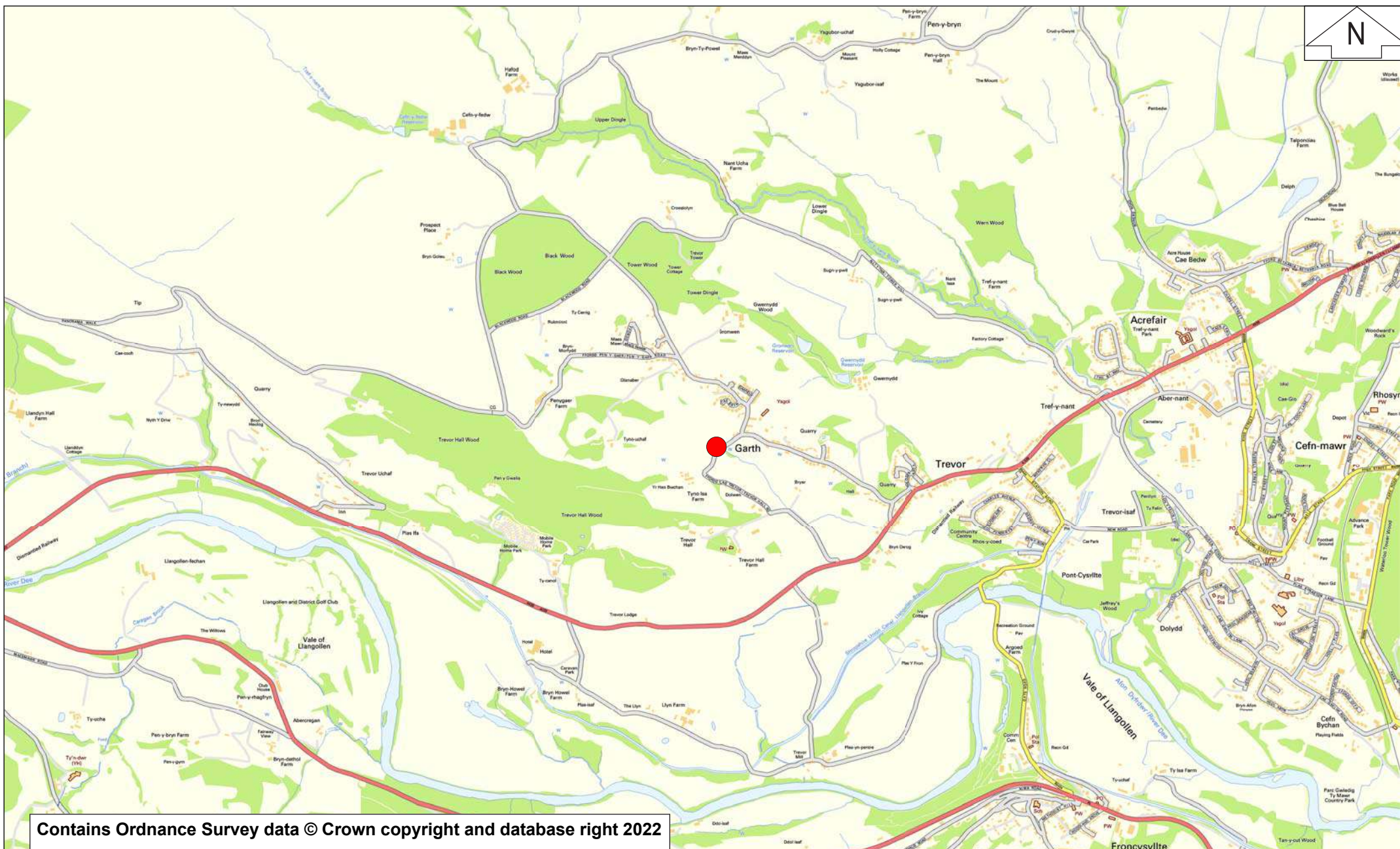
Reason: To secure a full photographic record of the original building(s) prior to alteration, conversion or demolition in accordance with Policy GDP1 of the Wrexham Unitary Development Plan.

The Development Management Archaeologist (DMA) at the Clwyd-Powys Archaeological Trust (CPAT) made the following consultee comments in their role as archaeological advisor to the Council:

Information held within the regional Historic Environment Record indicates that the proposal includes alterations to a dwelling shown on the Tithe Map of 1838 and the demolition of an outbuilding visible on the 1st edition Ordnance Survey mapping of 1891. It would be unfortunate if these buildings were 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 Photographic Survey before development commences, to preserve a record of these buildings.

It is a requirement that this WSI be approved in writing by the DMA at CPAT prior to the survey being undertaken.

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).



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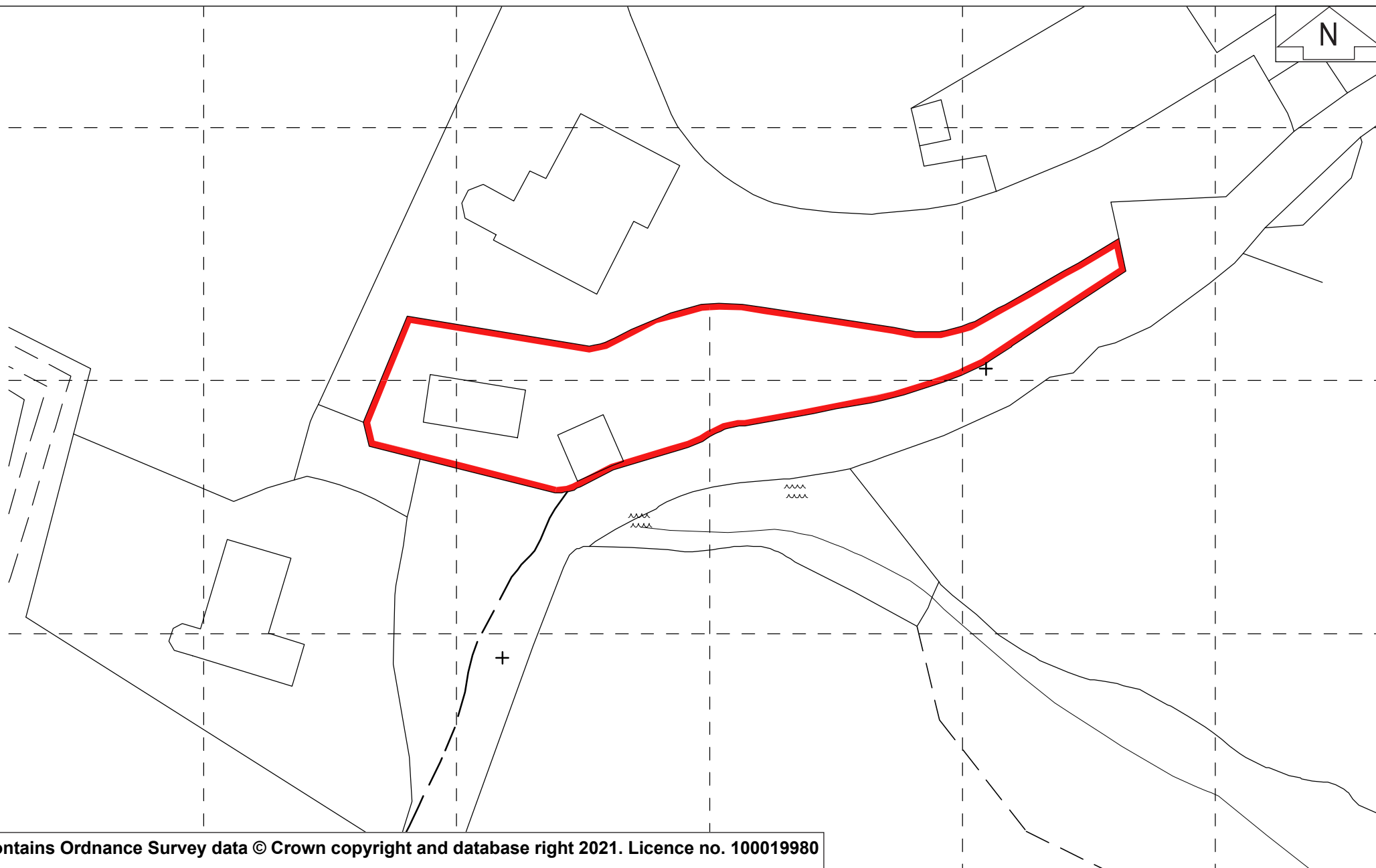


Figure 01: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:20,000 at A4.

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Figure 02: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:5,000 at A4.



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Figure 03: Location of Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP. Scale 1:500 at A4.

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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 historic building record of the former dwelling and outbuilding prior to demolition / alteration, however should observations or desk-based research suggest the potential for significant features to be encountered during the demolition works, the archaeological contractor should make arrangements to undertake any appropriate supplementary recording work during the development. The DMA at CPAT, 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 survey**.

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

4.0 METHOD STATEMENT

4.1 Photographic Record

4.1.1 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.

4.1.2 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.

4.1.3 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

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 DMA 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

A photographic building survey of the now vacant Brookside Cottage, Trevor Hall Road, Garth, Llangollen, Wrexham LL20 7UP (centred on NGR SJ 25727 42647).

6.2 Types of data

Photographs, photograph register, scaled drawings.

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).

All written registers, pro-formas, and scaled drawings 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 RCAHMW 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, RCAHMW, 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 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 – Export and General

- 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 – Export and General

- 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 (2014)* 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.

