Old Mill Welsh Shop, Llanrhaeadr Road, Llanarmon DC, Wrexham LL20 7LD (P/2022/0911)

Project Design for Level 2 Building Survey

November 2025 v1.0

Project Code: A0589.1
Planning Ref: P/2022/0911
Event PRN: TBC

Old Mill Welsh Shop, Llanrhaeadr Road, Llanarmon DC, Wrexham LL20 7LD

November 2025 v1.0

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1.0 PROJECT BACKGROUND 2
2.0 POLICY CONTEXT 5
3.0 REQUIREMENTS 7
3.1 Building Record 7
4.0 METHOD STATEMENT 8
4.1 Level 2 Record 8
4.1.1 Written Account 8
4.1.2 Photographs 8
4.1.3 Drawings 9
4.2 Processing data, illustration, report and archiving 9
5.0 DISSEMINATION AND ARCHIVING 9
6.0 DIGITAL DATA MANAGEMENT PLAN 10
6.1 Type of study 10
6.2 Types of data 10
6.3 Format and scale of the data 10
6.4 Methodologies for data collection / generation 10
6.5 Data quality and standards 10
6.6 Managing, storing and curating data. 10
6.7 Metadata standards and data documentation 11
6.8 Data preservation strategy and standards 11
6.9 Suitability for sharing 11
6.10 Discovery by potential users of the research data 11
6.11 Governance of access 11
6.12 The study team's exclusive use of the data 11
6.13 Restrictions or delays to sharing, with planned actions to limit such restrictions 11
6.14 Regulation of responsibilities of users 12
6.15 Responsibilities 12
6.16 Organisational policies on data sharing and data security 12
7.0 PERSONNEL 13
8.0 MONITORING AND TIMING 13
9.0 HEALTH AND SAFETY 13
10.0 INSURANCE 13
11.0 GENERAL 13

1.0 PROJECT BACKGROUND

Aeon Archaeology has been commissioned by Liam O'Sullivan, hereafter 'the Client', to provide a Project Design (PD) for carrying out a level 2 historic building record of the Old Mill Welsh Shop, Llanrhaeadr Road, Llanarmon DC, Wrexham LL20 7LD (centred on **NGR SJ 15660 32819**) in advance of *external and internal alterations including extension.*

Listed Building Consent (LBC) (**P/2022/0911**) was secured by the Client from Wrexham County Borough Council, hereafter 'the Council', on the 19th December 2024 with the following pre-commencement condition concerning archaeology being applied:

Condition 3

No development shall take place until a programme of building recording and analysis, equivalent to a Historic England Level 2 building survey, has been secured and implemented, in accordance with a brief issued by the local planning authority and a written scheme of investigation which has been submitted and approved in writing by the local planning authority. The survey shall be completed by a professional archaeological contractor.

The programme of building analysis and recording must meet the standards laid down by the Chartered Institute for Archaeologists in their Standard and Guidance for the archaeological investigation and recording of standing buildings or structures. A copy of the resulting report should be submitted to the Local Planning Authority and the Development Control Archaeologist, Clwyd-Powys Archaeological Trust (The Offices, Coed y Dinas, Welshpool, Powys, SY21 8RP Email: neil.bayliss@heneb.org.uk Tel: 01938 553670).

After approval by the Local Planning Authority, a copy of the resulting report should also be sent to the Historic Environment Record Officer, Clwyd-Powys Archaeological Trust for inclusion in the regional Historic Environment Record and a copy of the report and whole project archive should also be sent to the National Monuments Record, RCAHMW

This PD details the aims and objectives of the project and the methods by which they will be met in order to meet the spirit and intent of the condition 3 of LBC P/2022/0911.

The Development Management Archaeologist (DMA) at Heneb Clwyd-Powys (HCP) made the following consultee comments in their role as archaeological advisors to the Council:

The building to be converted is a Grade II Listed Building (81151) a former 18th, or 19th, century flannel mill. Although the building has been modernised any further work will inevitably remove more of the original fabric, and it would be useful to obtain a record of the structure in its present form prior to full conversion. This is to ensure that the building's origins, use, and development are understood, and the main features, character and current state of preservation are recorded.

We would therefore recommend that an appropriate level of building recording is completed to record the barn in its current form. In this case we would advise that a Level 2 historic building survey is completed in accordance with the Planning Policy Wales (Feb 2021) and TAN 24 (May 2017) guidance, and an appropriate condition is supplied below.

The Level 2 survey would include a detailed photographic survey, written descriptive survey, phased plans of the building's development and a measured survey using annotated architects plans where these are available, or a new survey where architects plans are not of sufficient detail.

The construction of the extension off the southern elevation may reveal foundations of an earlier building suggested by the ragged quoins visible on the documents provided and other sub-surface archaeology which may be related to the flannel making process. These works should be completed under the condition of an archaeological watching brief. This advice is in accordance with the guidance set out in TAN 24 (May 2017) and Planning Policy Wales (Feb 2021).

The archaeologist should be part of a recognised professional archaeological organisation working to the Standard and Guidance of the Chartered Institute for Archaeologists (CIFA) relating to an Archaeological Watching Brief. The archaeologist should be working in accordance with an approved written scheme of investigation (WSI) and should preferably be part of a Registered Archaeological Organisation with the CIFA.

A suitable condition to facilitate the contracted watching brief is provided below along with a guidance note for the applicant on how to commission archaeological works.

This PD is for the level 2 survey in order to address condition 3. A separate PD (A0589.2) has been produced to address the archaeological monitoring and recording (watching brief) condition 4.

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).

The Old Mill Welsh Shop is a Grade II listed building (Cadw ref. 81151), positioned to the southwest of the main crossroads within the village core of Llanarmon Dyffryn Ceiriog, Wrexham. It occupies a tight plot between short rows of roadside properties and is reached from the north or south along the village street pattern, reflecting its longstanding integration within the historic settlement rather than an isolated, out-of-centre industrial site (cadwpublic-api.azurewebsites.net).

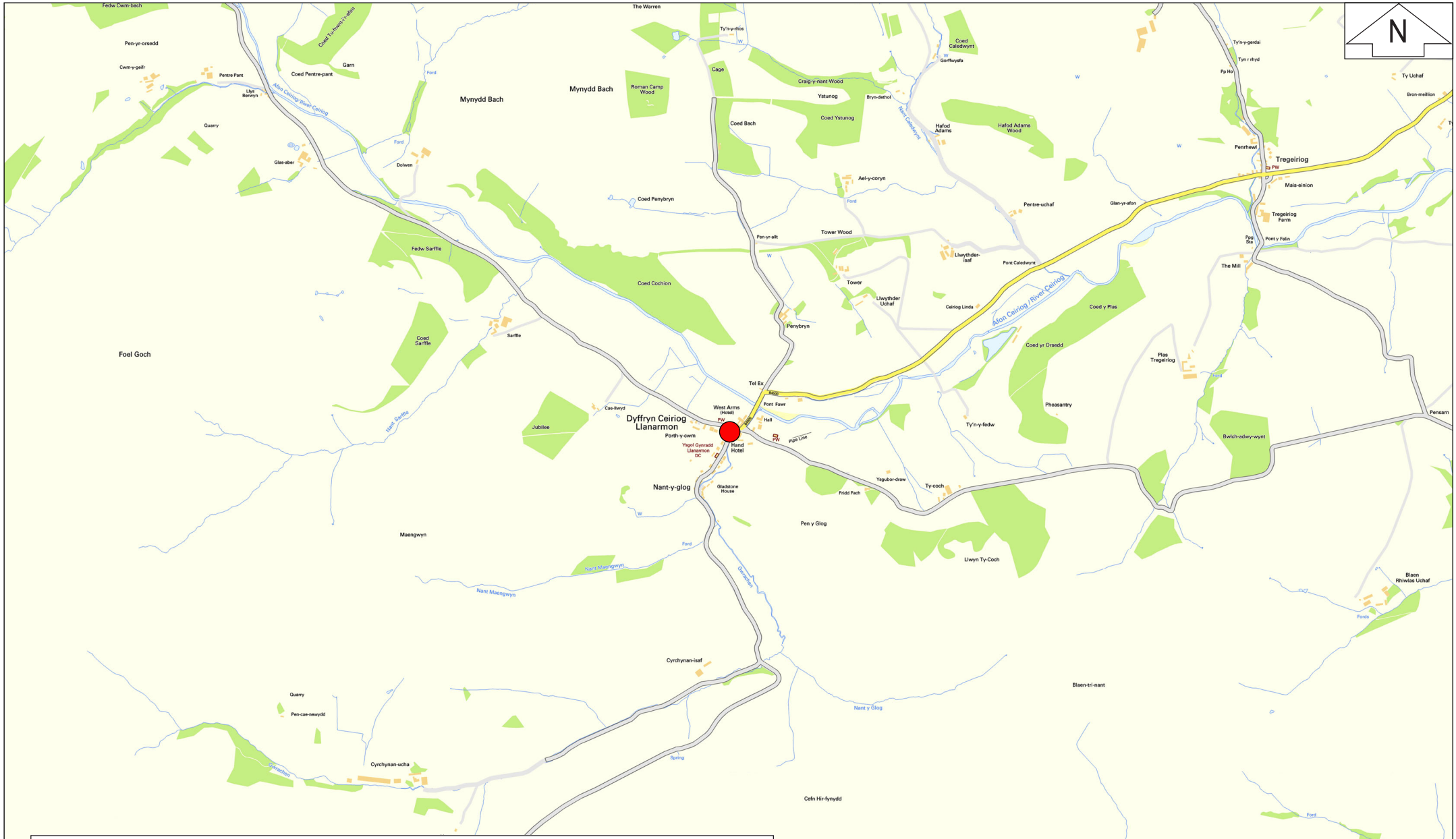
Llanarmon Dyffryn Ceiriog developed at a topographically advantageous point where the fast-flowing Afon Ceiriog emerges from the Berwyn mountain range and meets a southern tributary (Nant y Glog), the early settlement forming on slightly higher ground at the edge of the floodplain. The place-name is first documented in the later 13th century and is understood to mean the "church of Garmon in the Ceiriog valley", emphasising the traditional primacy of an ecclesiastical focus in the settlement's identity. While later tradition associates the site with an early medieval foundation linked to St Garmon, the former Clwyd-Powys Archaeological Trust note that documentary and archaeological evidence for medieval and Tudor settlement development is limited, and that the compact village form is most clearly illustrated by later cartographic sources. By the later 18th century the settlement is shown as a small nucleated village at the crossroads, with surrounding land divided into arable strips or quillets; by the time of the mid-19th-century tithe survey much of this strip-like pattern had diminished, but the core settlement form had changed relatively little (Heneb).

Within this landscape setting, waterpower provided a key economic resource. Across the Ceiriog valley, tributaries and the main river offered reliable motive power for small-scale industrial processes closely tied to rural production, particularly the handling and finishing of textiles. Wrexham County Borough Council's valley heritage material describes the long association between milling and the preparation of woollen cloth into flannel, reflecting a wider pattern in north-east Wales where household spinning and weaving could be complemented by water-powered finishing processes at local mills (wrexham.gov.uk).

In such contexts, mills were commonly embedded within settlements or immediately adjacent to them, enabling the movement of materials, labour, and finished goods along established valley routes, while also supporting service activity within village centres.

It is within this long-lived textile landscape that the Old Mill Welsh Shop is best understood. Cadw identify the building as a small flannel mill, probably of 18th-century origin, and confirm its depiction on the Llanarmon Dyffryn Ceiriog tithe map of 1839. This places the mill within a period when small rural industrial buildings—often locally distinctive in form and materials—were supporting mixed subsistence and market-oriented economies in upland and valley communities. Although the internal arrangement could not be inspected at the time of designation, the external form of the building is notably tall and narrow for its footprint, constructed of rubble stone with pronounced quoins and a slate roof, and it retains the characteristic simple massing of a very small mill building adapted to constrained village plots. Cadw further note that the mill was converted into a shop in the late 20th century, representing a later phase of re-use typical of rural industrial structures as original production declined and heritage or visitor-economy functions expanded (cadwpublic-api.azurewebsites.net).

The reason for listing centres on rarity and survival. Cadw explicitly recognise the Old Mill Welsh Shop as an unusual survival of a very small mill in a village setting which retains its character, noting that the Ceiriog Valley formerly contained numerous mills, many of which have since been demolished or heavily altered. In this respect the building forms part of the valley's industrial heritage not simply as an isolated "site", but as a surviving element within a once-denser network of water-powered working buildings that underpinned local textile production and associated rural industries. Its continued prominence within the village core also contributes to the legibility of Llanarmon's historic character, which is formally recognised through conservation policy for the settlement and its key heritage assets.



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Figure 01: Location of Old Mill Welsh Shop, Llanrhaeadr Road, Llanarmon DC, Wrexham LL20 7LD (SJ 15660 32819). Scale 1:20,000 at A4.

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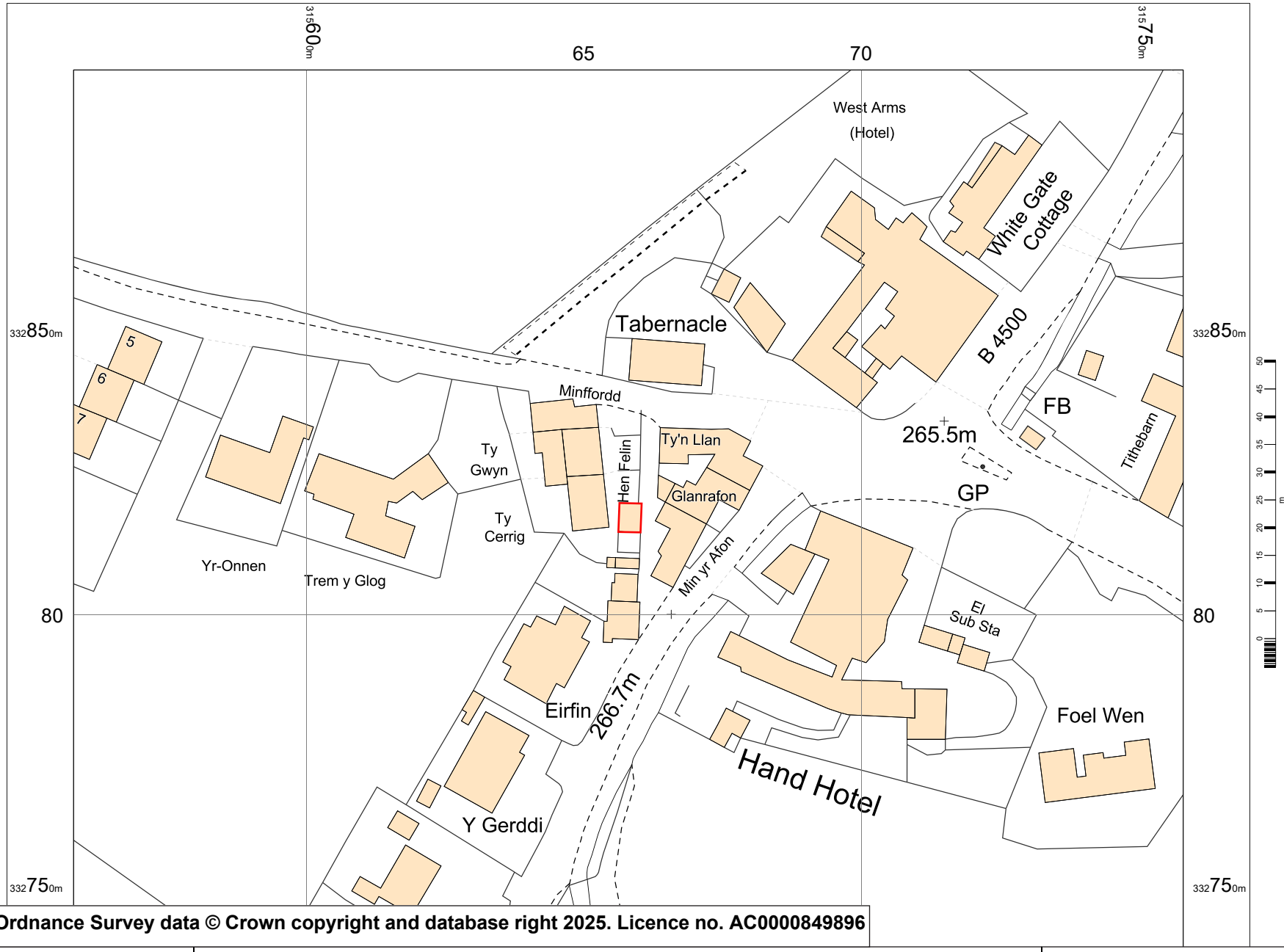


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Figure 02: Location of Old Mill Welsh Shop, Llanrhaeadr Road, Llanarmon DC, Wrexham LL20 7LD (SJ 15660 32819). Scale 1:5,000 at A4.

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Figure 03: Site plan. Scale 1:1,000 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 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

3.0 REQUIREMENTS

3.1 Building Record

The requirements are for an archaeological building record of the former flax mill prior to alteration, however should observations or desk-based research suggest the potential for significant features to be encountered during the site clearance/ground work, the archaeological contractor should make arrangements to undertake any appropriate supplementary recording work during the development. This would require notification of the DMA at HCP in advance.

The DMA at HCP 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'* (2016) 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.
- An updated Data Management Plan (DMP) and an archive content list with updated archive Selection Strategy will be included.

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.

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 HCP 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 HCP, 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. Furthermore, a summary of the project will be sent to *Archaeology in Wales* for publication.

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.

6.0 DIGITAL DATA MANAGEMENT PLAN

6.1 Type of study

A level 2 historic building record of the Old Mill Welsh Shop, Llanrhaeadr Road, Llanarmon DC, Wrexham LL20 7LD (centred on NGR SJ 15660 32819).

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 PD. 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 *Acronis Cyber Protect* 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 the scanned (.PDF) archive, photographic plates (.TIF), and metadata (*.xlsx*) (*.accdb)* to the 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, 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 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

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 HCP.

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 26/08/26

Professional Indemnity Insurance – Export and General

- Limit of Indemnity £1m any one claim

The current period expires 26/08/26

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.