

L2 Building Survey:

Bryn Edwin Hall, Northop Road, Flint Mountain

December 2024



Report No. 2327

By

Emily Glass and

Irene Garcia Rovira



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1	18.12.24	Original	Emily Glass PhD Irene Garcia Rovira PhD, MCIfA	Charley James-Martin MCIfA

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Contents

1. Introduction.....	8
2. Site Description	9
3. Methodology	11
4. Historical Background.....	11
5. Building description.....	13
6. Discussion and Interpretations.....	25
7. Sources	27
Figures.....	29
Plates	43
Appendix I: Data Management Plan	96
Appendix II: Written Scheme of Investigation.....	102

Figures

Figure 1: Site location	30
Figure 2: Location of proposed development site.....	31
Figure 3: Map of Flint parish in the County of Flint 1840, Scale 1: 7128.....	32
Figure 4: Fragment of OS County Series 1899. Scale 1:2500.....	33
Figure 5: Fragment of OS map 1966-7. Scale 1:2500.....	34
Figure 6: Southeast facing elevation of coach house.	35
Figure 7: Northeast facing section of coach house.	36
Figure 8: Southwest facing section of stables.....	37
Figure 9: Southeast facing section of stables.	38
Figure 10: Northeast facing section of stables.....	39
Figure 11: Building's exterior – location and direction of shots.....	40

Figure 12: Coach house interior, ground floor – direction and location of shots41

Figure 13: Stable ground floor interior – direction and location of shots.....42

Plates

Plate 1: Southwest facing elevation of coach house. View northwest. 2m scale44

Plate 2: Southwest facing elevation of coach house. View west-northwest. 2m scale 44

Plate 3: Southwest facing elevation of coach house. View north. 2m scale45

Plate 4: View of northeast corner of coach house. View west-northwest. 2m scale.....45

Plate 5: Carriage doorway and door, southeast facing façade. View northwest. 2m scale
46

Plate 6: Carriage doorway detail, southeast facing façade. View northwest. 2m scale
46

Plate 7: Detail of pipe. Southeast facing façade. View northwest. 2m scale47

Plate 8: Southwest corner of southeast facing façade. View northwest. 2m scale.....47

Plate 9: Path leading to coach house. View northwest. 2m scale.....48

Plate 10: Path leading to coach house, detail of cobbled surface. View west. 2m scale
48

Plate 11: View of northeast end of southeast facing elevation of coach house with
 blocked window and loft-style door. View northwest. 2m scale49

Plate 12: Window detail, coach house. 2m scale49

Plate 13: Detail of first floor door. Southeast facing elevation, coach house50

Plate 14: Detail of ground floor door. Southeast facing elevation, coach house. 2m scale
50

Plate 15: Detail of blocked window, first floor. Southeast facing elevation, coach house
51

Plate 16: View of northeast facing elevation of coach house. View north-northwest. 2m
 scale51

Plate 17: Cobbled surface against southeast facing elevation, coach house. 0.5m scale
52

Plate 18: Detail of cobbled surface. 0.5m scale.....52

Plate 19: Detail of window. Southeast facing elevation, coach house. 0.5m scale.....53

Plate 20: Detail of door hinge. Southeast facing elevation, coach house. 0.5m scale	53
Plate 21: Former chimney pot, southeast facing elevation of coach house. 0.5m scale	54
Plate 22: Northeast facing section of coach house. View southwest. 2m scale	54
Plate 23: Northeast facing section of coach house. View west. 2m scale	55
Plate 24: Detail of pipe. Northeast facing section of coach house. 2m scale	55
Plate 25: View of diamond-shaped ventilation openings. Northeast facing section of coach house. 2m scale	56
Plate 26: View of pipe. Northeast facing section of coach house. 2m scale	56
Plate 27: Diamond-shaped ventilation openings blocked by staircase. Northeast facing section of coach house. 2m scale	57
Plate 28: Detail of door opening to storage area under staircase. Northeast facing section of coach house. 2m scale	57
Plate 29: Detail of door opening to storage area under staircase. Northeast facing section of coach house. 2m scale	58
Plate 30: Corbelled roof. Staircase interior	58
Plate 31: View of staircase. Northeast facing section of coach house. 1m scale	59
Plate 32: View of boundary wall between coach house and stables. 1m scale	59
Plate 33: Detail of steps. Northeast facing section of coach house. 1m scale	60
Plate 34: Steps leading to the first floor of coach house. View southwest. 1m scale	60
Plate 35: Coach house, view toward the interior from carriage doorway. 0.5m scale	61
Plate 36: Coach house, view toward the interior from main gate. 0.5m scale – detail	61
Plate 37: View into coach house ground floor. View north. 2m scale	62
Plate 38: View into coach house ground floor. View northwest	62
Plate 39: Coach house, ground floor. View northeast	63
Plate 40: Coach house. View toward the ground floor interior. View west. 2m scale	63
Plate 41: Coach house interior, ground floor. View southwest	64
Plate 42: From the interior of the coach house, ground floor. View southeast	64
Plate 43: Detail of coach house, ground floor interior. View east	65
Plate 44: Doorway, coach house. View northwest. 2m scale	65

Plate 45: Doorway, coach house. View northwest. 2m scale	66
Plate 46: Doorway, coach house. View northwest. 0.5m scale – detail.....	66
Plate 47: Coach house. View north. 0.5m scale – detail	67
Plate 48: Couch house interior, ground floor. View northeast. 2m scale.....	67
Plate 49: Coach house interior. View east-northeast. 2m scale.....	68
Plate 50: Coach house, ground floor interior. View towards doorway	68
Plate 51: Coach house, ground floor. View southwest. 2m scale	69
Plate 52: Coach house, ground floor. View south. 2m scale.....	69
Plate 53: Coach house, ground floor. View west	70
Plate 54: Coach house, ground floor. View southwest	70
Plate 55: Coach house, ground floor interior. View northeast.....	71
Plate 56: Coach house, ground floor interior – detail	71
Plate 57: Coach house, ground floor interior. Ceiling detail	72
Plate 58: Coach house, ground floor interior. Ceiling detail	72
Plate 59: Coach house, ground floor. View of stable door from the interior	73
Plate 60: Coach house, ground floor. View of stable door from the interior – detail ..	73
Plate 61: Coach house, ground floor interior. View southwest. 0.5m scale	74
Plate 62: Coach house, ground floor interior. View northwest. 0.5m scale.....	74
Plate 63: Coach house, ground floor interior. View east. 0.5m scale	75
Plate 64: Coach house, ground floor interior. Ceiling detail	75
Plate 65: Northeast facing section of stables. View west. 2m scale.....	76
Plate 66: Northeast facing section of stables. View northwest. 2m scale.....	76
Plate 67: View of northeast facing elevation of stables. View southwest. 2m scale	77
Plate 68: View of northeast facing elevation of stables. View southwest. 2m scale – detail	77
Plate 69: View of northeast facing elevation of stables. View west. 2m scale.....	78
Plate 70: View of northeast facing elevation of stables. View southwest. 2m scale	78
Plate 71: Detail of window. Northeast facing elevation of stables. 2m scale	79
Plate 72: Detail of window. Northeast facing elevation of stables. 2m scale. Deta	79

Plate 73: Detail of blocked window. Detail of door. Northeast facing elevation of stables. 2m scale.....	80
Plate 74: Northeast facing elevation of stables. Remains of former staircase. 1m scale	80
Plate 75: Northeast facing elevation of stables. Remains of former staircase. 1m scale	81
Plate 76: Northeast facing elevation of stables. Remains of former staircase. 1m scale	81
Plate 77: Southeast facing elevation of stables. View northeast. 2m scale	82
Plate 78: Southeast facing elevation of stables. View northeast. 2m scale. Detail	82
Plate 79: Southeast facing elevation of stables. View east. 2m scale	83
Plate 80: Southeast facing elevation of stables. View east. 2m scale – detail	83
Plate 81: Southeast facing elevation of stables. View of extension. 2m scale	84
Plate 82: Southeast facing elevation of stables. View of extension. 2m scale	84
Plate 83: Southeast facing elevation of stables. Detail of curving wall. 2m scale.....	85
Plate 84: Southwest facing elevation of stables. View northeast. 2m scale	85
Plate 85: Southwest facing elevation of stables. View east. 2m scale	86
Plate 86: Southwest facing elevation of stables. 2m scale – detail	86
Plate 87: Stables, interior. View northeast.....	87
Plate 88: Stables, interior. View northeast - detail	87
Plate 89: Stables, interior. View north.....	88
Plate 90: Stables, interior. Phasing detail.....	88
Plate 91: Stables, interior. View southeast. Window detail	89
Plate 92: Stables, interior. View southeast. Window detail	89
Plate 93: Stables, interior. View of upper region of elevation.....	90
Plate 94: Stables, interior. Surface detail.....	90
Plate 95: Stables, interior. Surface detail.....	91
Plate 96: Doorway leading to stables interior. View northeast. 2m scale.....	91
Plate 97: Stable, ground floor, doorway detail. 0.5m scale.....	92
Plate 98: Stable, ground floor, window opening. View northeast	92

Plate 99: View of upper region of southwest facing elevation. Stable's interior	93
Plate 100: Southwest facing elevation. Stable's interior. Detail of windows	93
Plate 101: Blocked door detail. Southwest facing elevation. Stable's interior	94
Plate 102: Northeast facing elevation. Stable's interior. 2m scale.....	94
Plate 103: Stable's interior. View northwest.....	95

Summary

This report results from a Level 2 Building Recording undertaken by Archaeology Wales Ltd at Bryn Edwin Hall, Northop Road, Flint, CH6 5QG. The site is centred on national grid reference (NGR) SJ 23876 69807.

Bryn Edwin Hall is a Grade II listed property (LB 532) constructed in 1812 as a small country house. Between 1840 and 1870, the associated Bryn Edwin Farm complex was built adjacent to the hall. The complex was converted into a residential house around 1970.

This survey relates to the proposed extension to the existing nursing home to provide additional 25-bedroom dementia unit, restoration and incorporation of existing listed buildings to form a link to proposed new build at Bryn Edwin Hall Residential Home, Northop Road, Flint Mountain. Planning application 064249. The building survey focused on the stables and coach house.

All works were carried out in accordance with the CIfA Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures (2019).

Crynodeb Annechnegol

Mae'r adroddiad hwn yn deillio o Gofnod Adeilad Lefel 2 a gynhaliwyd gan Archaeology Wales Cyf yn Neuadd Bryn Edwin, Ffordd Northop, Y Fflint, CH6 5QG. Mae'r safle wedi'i ganoli ar gyfeirnod grid cenedlaethol (NGR) SJ 23876 69807.

Adeiladwyd Neuadd Bryn Edwin, sy'n adeilad rhestredig Gradd II (LB 532), yn 1812 fel tŷ gwledig bach. Rhwng 1840 a 1870, adeiladwyd y cyfadeilad fferm gysylltiedig Bryn Edwin ger y neuadd. Tua 1970, troswyd y cyfadeilad yn dŷ preswyl.

Mae'r arolwg hwn yn ymwneud â'r estyniad arfaethedig i'r cartref nyrsio presennol er mwyn ddarparu uned dementia 25 ystafell wely ychwanegol, adfer ac ymgorffori adeiladau rhestredig presennol i ffurfio cyswllt ag adeilad newydd arfaethedig yng Nghartref Preswyl Bryn Edwin Hall, Ffordd Llaneurgain, Mynydd y Fflint. Cais cynllunio 064249. Canolbwyntiodd yr arolwg adeilad ar yr ystablau a'r tŷ coets. Cwblhawyd yr holl waith yn unol â'r Safon a'r Canllawiau CIfA ar gyfer Ymchwiliad Archaeolegol a Chofnodi Adeiladau neu Strwythurau (2019).

1. Introduction

- 1.1.1. In November 2024, Archaeology Wales Ltd was commissioned to undertake a Level 2 Building Recording at the coach house and stables associated with a former country house at Bryn Edwin Hall Residential Home, Northop Road, Flint Mountain, CH6 5QG. The site is centred on NGR SJ 23876 69807 (Figure 1).
- 1.1.2. The Level 2 Building Recording relates to the proposed extension to the existing nursing home to provide additional 25-bedroom dementia unit, restoration and incorporation of existing listed buildings to form a link to proposed new build at Bryn Edwin Hall Residential Home, Northop Road, Flint Mountain, Flint, CH6 5QG. The associated Planning Application is 064249.
- 1.1.3. Planning application 064249 was approved in March 2022 with conditions. Condition 4 states:

"4. No development shall take place until a programme of building recording and analysis, equivalent to an 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 will 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. After approval by the Local Planning Authority, a copy of the resulting report and digital archive should be sent to the Historic 2 Written

Scheme of Investigation for L2 Building recording at Bryn Edwin Hall, Northop Road, Flint Mountain 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, Aberystwyth.

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 policy EN8 of the Flintshire Local Development Plan.

- 1.1.4. This program of works follows a Written Scheme of Investigation (WSI) prepared by Irene Garcia Rovira, Project Manager of Archaeology Wales (henceforth – AW) at the request of Amber Buildings Ltd. The fieldwork was carried out by Emily Glass, PhD, AW Project Officer.
- 1.1.5. The methodology set out in this report has been agreed with Heneb Clwyd Powys Archaeology Planning Services – (henceforth Heneb CPAPS), in their capacity as archaeological advisors to the local planning authority.
- 1.1.6. All works were carried out in accordance with the CIfA *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (2019). Archaeology Wales Ltd is a Registered Organisation with CIfA.

2. Site Description

- 2.1.1. Bryn Edwin Hall is located on the southern outskirts of Flint Mountain, just off Northop Road -NGR SJ 23876 69807. It operates as a residential care home for older adults and is currently licensed to accommodate up to 37 residents. The

building, with a recently added single-storey extension, is set in expansive grounds, located for access to Mold, Flint, and Chester (Quad Architects 2022).

- 2.1.2. The development is located approximately 400m south of the village of Flint Mountain, along the north-south orientated Northop Road. It is bordered by farmland on all sides, with Northop Road to the northeast.
- 2.1.3. At the rear, an extension connects the main building to a former coach house, the ground floor of which is used for storage and functions as a temporary tool store. Nearby is an old stone stable block, formerly used as additional storage space (ibid).
- 2.1.4. Cadw (1976) official listing for Bryn Edward Hall (LB 532, Grade II) highlights that:

Bryn Edwin Hall is a small country house, built in 1812 and converted into a residential home around 1970. The building has two storeys with a symmetrical, three-window façade, featuring stucco over a stone plinth, a slate roof, brick chimneys, and deep, boarded eaves. The first floor showcases three 16-pane hornless sash windows, aligned with a continuous sill band. A restored iron veranda fronts the central doorway, which includes an overlight, a Doric doorcase, and a door with distinctive octagonal panels.

Flanking the entrance are two large 15-pane sash windows with low sills. On the left side of the building, there is a splayed two-storey bay window with small-pane sash windows, along with three additional windows and a flat roofed extension. The right-side features two windows—a 16-pane sash on the first floor and a larger 15-pane sash on the ground floor—followed by a taller three-window section with hornless sash windows. A rear wing connects the main building to an exposed stone stable and coach house block.

3. Methodology

- 3.1.1. A Level 2 Building Recording is a descriptive record. Its primary objective is to describe and record, by means of high-resolution digital photography, all of the key components of the affected building so that a permanent record survives prior to works.
- 3.1.2. The Level 2 Building Recording was undertaken by a suitably experienced building recording archaeologist who can understand and interpret the structure and record the important details. The survey was undertaken prior to any development works on the structure.
- 3.1.3. The survey was limited to the stables and coach house.
- 3.1.4. The work has been completed in accordance with CIfA's *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (2019) and to a standard equivalent to Historic England Level 2, laid out in *Understanding Historic Buildings: A Guide to Good Recording Practice* (2016).

4. Historical Background

- 4.1.1. Bryn Edwin was constructed in 1812 as a small country house (Cadw, 1976). Its name likely derives from its proximity to the former settlement Llys Edwin (Wyn et al., 2017). The site of Llys Edwin was first recorded in the Domesday Book of 1086, where it is named as *Castretone* held by Eadwine (ibid). There are no further known references to the site until the 18th century, when it is mentioned as Llys Edwin and Llys Llan Eurgain (ibid).
- 4.1.2. The earliest available map which notes Bryn Edwin in its current location is the Map of the north east circuit of the principality of Wales produced in 1831 by

John Greenwood. While there is little detail to the building it does indicate a single structure within an area identified as a park or pleasure ground. A more detailed plan of Bryn Edwin appears on the Map of Flint parish in the County of Flint, 1840 (Figure 3). The map documents a long structure with two projecting bays surrounded by an extensive garden. The structure appears to overlay well with Bryn Edwin Hall (LB 536) and Bryn Edwin farm (PRN 179184-5).

- 4.1.3. The tithe apportionment establishes that the property and garden (620) were occupied by Edwald Waln and owned by Thomas Lewis. The same owner and occupier are mentioned in a number of adjacent fields including plots 621 – a paddock to the north of the property, within the gardens of Bryn Edwin, two plantations (plots 616 and 631) areas of pasture (plots 623 and 617), and arable land (plot 619).
- 4.1.4. It is known that the property was occupied for many years by Thomas Lewis, the son of Edward Lewis, a former mayor of Flint. Born in 1817, Thomas Lewis likely inherited the property following its construction by his father. He resided at Bryn Edwin until his death in 1878, leaving behind three sons and two daughters (Taylor, 1883).
- 4.1.5. The OS 6-inch map edition of 1870-1 illustrates the hall and farm complex in detail. By this time, the layout of the hall was virtually identical to its present form, although the building was not yet attached to the farm buildings to the northwest. Both the coach house and the stables are depicted on this map, located adjacent to several farm buildings to the north-west. The map also provides detailed information about the organisation of the garden. An access road leads towards the property, flanked by lines of trees. Surrounding the property are ornamental grounds, mixed woodlands, and an orchard. The OS 6-inch map edition of 1898 depicts a very similar layout but records the farm

building PRN 179180 for the first time (see Figure 4). All subsequent map editions do not document substantial changes but provide more detail than the earlier maps up until the 1970s.

- 4.1.6. By the 1970s, the Bryn Edwin complex had been converted into a nursing home. This transition likely involved refurbishing the main building, constructing new structures, and demolishing certain existing ones, resulting in the current configuration of the stables and coach house.
- 4.1.7. The final private owner of Bryn Edwin before its transformation into a care home was David Alexander Kerr Wilson, who served as High Sheriff in 1968.

5. Building description

5.1. General

- 5.1.1. A Level 2 Building Survey was carried out on the coach house and stables at Bryn Edwin. These structures are located in the northwest section of the development boundary. The coach house is connected to former farm buildings located to the west and south, while the stable is positioned a few metres northeast of the coach house (see Figure 2).
- 5.1.2. Both structures are estimated to have been constructed between 1840 and 1870. They are first recorded on the 1870–71 edition of the OS 6-inch map, along with several other buildings that formed part of Bryn Edwin Farm.
- 5.1.3. Currently, both structures are used as storage spaces. The upper floor of the coach house was not accessible due to a rotting floor and vegetation is visible within the interior, close to the door. The stable is in a poor state of preservation and has no roof or upper floor with evidence of slight consolidation by way of the capping off of exposed wall tops.

5.2. The coach house – general (Figures 6-7, 11-12; Plates 1-65)

- 5.2.1. The coach house acts as an extension to the care home building, which comprises former farm structures located to the northwest of Bryn Edwin Hall. The addition of the coach house is evident on the southeast elevation and roofline (see section 5.3).
- 5.2.2. The building is constructed of brick, laid in English Garden Wall Bond and painted white, and is a two-storey, rectangular structure with a low-pitched, hipped slate roof.

5.3. The coach house – exterior

Southeast facing elevation (Plates 1-21)

- 5.3.1. The southeast facing elevation features a two-storey structure constructed of painted brick, with a slate roof featuring a shallow pitch. The roofline includes a slight overhang, with no visible eaves, and is complemented by a guttering system.
- 5.3.2. On the ground floor, the main feature is a wide, arched carriage doorway fitted with double-leaf timber doors, painted green. The opening measures 2.85m in width. The arch is formed with a slightly recessed brick header course and features a keystone at its centre. The doors are of plank construction, reinforced with iron T-hinges, and secured with a latch.
- 5.3.3. Adjacent to the right of the carriage entrance is a stable door capped with a segmental arch made of brick headers. The timber door is painted green, with a modern handle and visible lock. Above this door is a modern motion sensor and light fitting.
- 5.3.4. To the far right of the ground floor, there is a rectangular, timber-framed window with an arched brick header. The frame is painted green, matching other woodwork on the building, and holds four panels. The lower half of the window incorporates vertical iron bars, suggesting it served as a secure

ventilation opening, with hinged wooden shuttering opening inwards to the rear. The upper half of the window also has vertical metal bars, but these are covered on the exterior by painted wooden boards.

- 5.3.5. On the first floor, positioned above the ground floor window, there is a loft doorway. The door is constructed of vertically planked timber, painted green, and features a single external hinge and latch. The doorway is recessed slightly into the brick surround.
- 5.3.6. A shallow, triangular timber gable canopy projects above the doorway and has a slate roof. The canopy is painted green, though signs of weathering and discoloration are visible.
- 5.3.7. On the left side of the loft door, a rectangular, three-light window opening has been covered over by a plastic panel. Between this window and the upper doorway is a modern electric cable that drops vertically down from the roofline and enters the ground floor through the brickwork. The infill is of modern date. A wall-mounted light fitting is located to the right of the window.
- 5.3.8. To the right of the loft door, a diamond-shaped perforated ventilation opening is set into the brickwork. The panel consists of a grid-like arrangement of square openings.
- 5.3.9. A painted metal downpipe is located to the right of the ventilation panel, descending from the roofline. Adjacent to the downpipe an electrical cable runs from the roofline to an enclosed swan necked outdoor light, bracketed onto the building corner.
- 5.3.10. A subtle change in construction methods is visible to the right of the carriage doorway, which runs vertically up to the top of the wall. This is also seen running upwards within the roofline. This demarcation highlights the point at which the coach house was constructed as an extension to the main building, which now denotes the current property boundary.

Northeast facing elevation (Plates 22-34)

- 5.3.11. The gable wall of the coach house is constructed of brickwork, painted white. There is notable ivy growth extending from ground level to the roofline, covering part of the right side of the gable wall and adjacent stair block.
- 5.3.12. This elevation features at least three diamond-shaped ventilation openings, two of which remain intact, while the remaining one has been partially covered over by the later construction of a granary staircase. There is the possibility that there may have once been a fourth ventilation opening in the area covered by ivy growth, where the doorway is now located, but this is not clear.
- 5.3.13. The granary staircase provides access to a rectangular door which is currently blocked off, with only a small hole allowing the interior to be viewed. The staircase is constructed abutting the northeast elevation and the property boundary wall. It has brick risers and treads, with a low outer retaining wall capped with thick tiles.
- 5.3.14. A small space is located underneath the staircase which is currently used for storage. The walls are constructed from brick, while the upper portion of the space is formed with unworked stone bonded with mortar to create a corbelled roof. It is likely that this was designed to provide structural support for the staircase as it was not keyed into the two walls that it abuts. Access to this space is via a rectangular door capped with a worked stone lintel, which was keyed into the brickwork of the northeast elevation.
- 5.3.15. The northeast facing elevation against which the granary staircase was constructed has a blocked-up doorway or window, visible through the open understairs doorway. This had an arched brick header, the right side of which was covered by the corbelled stonework. This was infilled with red bricks and the lowest extent of this blocked entrance or window was not visible.
- 5.3.16. To the left of the staircase, the lower section of a painted metal downpipe with

a vent is fitted to the lower half of the elevation.

5.3.17. A wall-mounted light fitting is located to the right of the elevation.

5.4. The coach house – interior (Figure 12; Plates 35-64)

5.4.1. The interior of the whole coach house ground floor is rectangular in plan, divided into two separate spaces at the southwest and northeast ends. The area to the southwest is rectangular in shape and is accessed through the large carriage door. The northeast end is a more square-shaped space which is accessed via the main door.

5.4.2. These two areas likely served different functions, with the carriage door providing access for vehicles or larger items, while the main door offered entry to the more utilitarian section of the building.

5.4.3. The brick wall that divides these two spaces is not directly straight. The northwest end is angled slightly more westwards to accommodate a window that is present in the northwestern wall of the utilitarian side. This implies that that this dividing wall may not be an original element of the coach house construction.

5.4.4. Both areas are currently used for storage meaning the materials within the buildings obscure our current views of the interior. This limits any in-depth observations of the structure's original features.

5.4.5. To the southwest, the threshold beneath the arched carriage doorway is formed of square brick paving that extends into the interior of the building, where it is mixed with rectangular brick. Beyond the threshold, the original paving has mostly been overlain by a thin carpet, the only original fabric visible is the brickwork of the walls, observable in areas where the plaster has detached.

5.4.6. The remainder of the space is dominated by modern interventions, including

the installation of wooden shelving, fluorescent lighting, and contemporary electrical fixtures, which conceal much of the original interior elements.

- 5.4.7. In the area to the northeast, the threshold beneath the arched doorway is constructed from a stone slab, which is slightly worn and cracked. Beyond the threshold, the ground floor surface is characterised by rectangular brick paving. This too is obscured by the density of materials stored within. However, some elements of historic interest are visible, including the brick walls with remnants of white painted plaster that defines each interior elevation of this space.
- 5.4.8. The ceiling consists of an exposed timber beam and joist structure. The joists are exposed and have been painted white, but exhibit signs of age-related wear, staining, and cracking, indicative of long-term exposure to environmental conditions. The upper recessed spaces between joists are filled with lathe and plaster, which in some places is in a poor condition.
- 5.4.9. A blocked window is located on the northwest-facing elevation, adjacent to the main door. This was a four panelled window surrounded by a white-painted timber frame. The upper half contained vertical metal bars and wooden panel blocking attached to the exterior window face. The lower section contained white painted closed wooden shutters. It is unclear whether this window had originally contained glazing or if it had operated with bars and shutters only.
- 5.4.10. Evidence of a blocked doorway is present on the southwest-facing wall, currently infilled with brick. This feature may represent an original entrance that was subsequently blocked during the construction of the granary staircase providing access to the first floor
- 5.4.11. All other fittings, including the PVC pipes, metal conduits, brackets, and electrical fixtures, are clearly modern additions, likely installed to adapt the

space for contemporary use as a workshop and subsequently a storage area.

5.4.12. Access to the first floor was not possible at the time of the survey.

5.5. The stables – general (Figures 8-10, 11-12; Plates 66-103)

5.5.1. The stable is a two-storey rectangular building, currently roofless, but the gable end reveals that it once had a pitched roof. The structure is constructed from random rubble masonry, with details such as window lintels made of brick masonry. Some brick detail may correspond to an alteration event, possibly associated with the construction of the boundary wall that divided the area of the hall and Bryn Edwin Farm.

5.5.2. The upper parts of the remaining walls have been consolidated and capped off with slate to secure the stonework and protect the wall core from water ingress.

5.6. The stables – exterior (Figures 8-11; Plates 65-86)

Northeast facing elevation (Plates 65-76)

5.6.1. The gable end features a two-storey structure with an adjacent external staircase, though both are largely obscured by dense vegetation. The vegetation covers significant portions of the façade and is concentrated around the central section and upper gable.

5.6.2. The walls are constructed with random rubble masonry. Architectural details, such as window surrounds and arched lintels, are composed of brick masonry, adding contrast to the stonework. It is uncertain whether some of the brickwork is original or was introduced during later alterations, as indicated by evidence found within both the building's interior and exterior.

5.6.3. The ground floor window of the gable end is a timber-framed design set into the centre of the random rubble masonry wall. The frame is divided into six panes by vertical mullions and horizontal transoms, arranged in a three-over-

three pattern. The brickwork around the window provides a subtle contrast to the rough stone construction of the wall and may indicate an episode of repair. However, the dense vegetation covering the window makes any detailed examination difficult. A slightly arched brick lintel, constructed from red bricks in a segmented pattern, is positioned above the window. One of the bricks on the right side of this lintel has a manufacturing mark visible, although what it denotes it is unclear. This mark matches that seen on two bricks of an arched brick lintel on the southeast elevation. The window's sill is made of stone and slightly projects out from the façade.

- 5.6.4. To the right of the elevation are remnants of a brick staircase which is heavily overgrown by vegetation, meaning it is difficult to see the details of its construction. In addition, damage by roots has detached upper components of these stairs and some of the stonework of the property boundary wall. From what is visible, it appears that these stairs were not part of the original construction and had been built abutting both the main northeast elevation and the boundary wall.

Southeast facing elevation (Plates 77-83)

- 5.6.5. This elevation consists of two structures: the main building wall and a set-back wall, which appears to be part of a small external courtyard or a truncated section of the original farm outhouse building.
- 5.6.6. The main building takes up most of the northeast part of the elevation and appears to have been a two-storey building constructed using random rubble masonry. The corners of the building feature stone quoins, which provide structural reinforcement and emphasise the edges of the property.
- 5.6.7. The centrally positioned tall window opening is currently mostly blocked off with black wooden boards. Despite it, it is possible to discern that the opening is rectangular in form, with a timber frame painted white. The opening is

surrounded by stone quoins, which reinforce and define its edges. Above the opening, a brick segmental arch constructed of red bricks contrasts with the surrounding random rubble masonry. On the left side of the lintel are two bricks that exhibit the same makers mark as seen above the lower window of the northeast elevation. The sill sits low within the wall, near ground level, and is formed by two pieces of flat, dressed stone.

- 5.6.8. There is a possible blocked up small window to the left of this tall window. The stonework shows straight lines along what may be the base and right edges of a former opening, but this is not fully clear, and no lintel or sill are evident. If this was a blocked window, then it is likely to have been an early feature that was also blocked up early as no bricks were used within the infill.
- 5.6.9. The upper left side of the building elevation has an opening where a rectangular first floor window was once positioned. There are no remaining window fittings or features within the void and the lintel space above has gone. Only the quoin stone edges of the surround remain, indicating it may have been an original feature, with the sill capped off by slates as part of more recent consolidation works.
- 5.6.10. An extension to the building is located on the southwest side. This extension wall is set at an angle that runs downwards in height from where it abuts the main wall of the stable. It is constructed using random rubble masonry which is capped off with slates. At the southwest corner, the extension exhibits a curved transition that leads into the southwest facing elevation.

Southwest facing elevation (Plates 84-86)

- 5.6.11. The southwest-facing elevation of the extension is in a poorer state and is less uniform than the northeast and southeast faces. It contains large pieces of stone within its upper construction with brick patching in the lower part.
- 5.6.12. The southwest-facing elevation of the main stable block is constructed from

random rubble masonry. Reinforcing the corners of this elevation are stone quoins, which provide both structural stability and a visual contrast to the roughness of the random rubble. The corner to the right is very well built and solid, whereas the corner on the left is less solid and appears to be constructed over the property boundary wall, which is lower and runs perpendicular to this elevation.

- 5.6.13. A rectangular doorway is located toward the right of the elevation, adjacent to an abutting northeast to southwest wall. No door is present, but the opening has a brick segmental arch that spans the top and a stone threshold at the base. It has a brick surround, which is keyed tightly into the stonework of this wall. It is highly likely that the majority of this elevation is a rebuild and therefore most of this stone and brick faced construction is contemporary, with only the right corner being earlier.

5.7. The stables – interior (Figure 13; Plates 87-103)

- 5.7.1. The stable's interior is rectangular in plan and currently functions as a storage space, filled with various items that obscure some of the structural details. However, despite the clutter, it is still possible to discern significant historical characteristics that reveal the building's original purpose and construction techniques.
- 5.7.2. A wrought iron gate divides the internal space, featuring vertical bars topped with ball-shaped finials. This gate likely functioned as a stable partition.
- 5.7.3. The internal stable space shows evidence of significant repair and alteration, likely associated with the period when Bryn Edwin Hall and Bryn Edwin Farm were divided by the construction of the boundary wall. This is most apparent in the rebuilding of walls using brick, which contrasts with the random rubble masonry seen in the upper sections of the building and on the exterior. Further evidence includes a series of openings that have been either blocked up or

newly added.

- 5.7.4. The upper region of the gable end appears to be original. However, on the northwest side, evidence of a later door cut is visible, likely associated with the addition of the granary staircase. The opposite end of this elevation does not align seamlessly with the adjacent wall, suggesting that the structure may have originally been a single-story building before being extended to two stories. It is probable that the second floor was added before the loft door was cut. The insertion of the door likely corresponds to a significant phase of modification, associated with the division between Bryn Edwin Hall and Bryn Edwin Farm.
- 5.7.5. The upper region of the gable end evidences a rectangular opening with a brick surround, which contrasts with the random rubble masonry of the wall. The window frame appears to be made of wood and is weathered, showing signs of age and decay. The brickwork around the window may be later than the original wall construction, suggesting that this opening may have been modified during a phase of alteration.
- 5.7.6. On the ground floor, a window is positioned at the centre of the elevation. This window is rectangular, with a wooden frame divided into six panes. The wooden windowsill is decayed, with moss and debris present.
- 5.7.7. To the right of the central window, a large door opening has been blocked off with brick, suggesting a significant alteration phase. The infill consists of red brick, with sections painted white, indicating a later modification. This blocked door likely functioned as an entrance, possibly for livestock or equipment access, before it was rendered redundant by the addition of the granary staircase on the exterior. The door is capped with a brick segmental arch.
- 5.7.8. These changes suggest that the blocking of the door and the insertion of the granary staircase occurred after the major phase of repair and alteration associated with the division of the hall and the farm complex.

- 5.7.9. The southeast facing elevation exhibits a clear division, with the upper region constructed of random rubble masonry and the lower region composed of brickwork, suggesting that the brick wall may have been inserted during a later phase of construction. A distinct line of beam or joist pockets runs along this elevation, indicating the positions where the structural beams or joists supporting the first floor were once accommodated. This evidence strongly suggests that, at least during the second phase of alteration, a first floor existed within this structure.
- 5.7.10. The same situation is evidenced on the northwest facing elevation. This elevation also contains a central window. The latter is a rectangular opening set into the lower brick section of the wall. The window frame is made of wood and is divided into two vertical sections. Each section contains three vertical iron bars. The wooden frame is heavily deteriorated, with peeling paint and visible signs of decay. The stable gate is positioned against the left side of the window, suggesting it was a later addition to the building.
- 5.7.11. The northeast facing elevation also displays a clear division between the upper and lower sections. The upper region is primarily constructed of random rubble masonry, while the lower region consists of brickwork, indicating a likely phase of later repair or modification. However, in the northern section of the upper floor, the wall is made of brick, suggesting a repair to an area where the original rubble masonry may have decayed. In this section, there appears to be a blocked opening, inferred from a subtle change in the brickwork pattern, though this feature is not entirely clear.
- 5.7.12. On the ground floor level, there is a rectangular door opening with a brick segmental arch. When viewed from the interior, the wall surrounding the door is constructed of brick, whereas on the exterior, the wall is primarily random rubble masonry with a brick surround framing the door.

6. Discussion and Interpretations

- 1.1.7. In November 2024, Archaeology Wales Ltd was commissioned to undertake a Level 2 Building Recording at the coach house and stables associated with a former country house at Bryn Edwin Hall Residential Home, Northop Road, Flint Mountain, CH6 5QG. The site is centred on NGR SJ 23876 69807.
- 1.1.8. The Level 2 Building Recording relates to the proposed extension to the existing nursing home to provide additional 25-bedroom dementia unit, restoration and incorporation of existing listed buildings to form a link to proposed new build at Bryn Edwin Hall Residential Home, Northop Road, Flint Mountain, Flint, CH6 5QG. The associated Planning Application is 064249. The survey was limited to the coach house and stables.

6.1. Coach house

- 6.1.1. According to historic maps, the coach house structure was constructed sometime after the 1840s but before 1880. This space appears to have been an addition to the existing farm building located to the northwest of the hall. At the time of its construction, the coach house extended beyond the current boundary wall present on the site today. The maps indicate that no boundary wall separated the hall from the farm complex during this period.
- 6.1.2. The granary staircase was likely added between 1880 and 1899. Historic maps suggest that the staircase was originally positioned north of the boundary wall. It is possible that the staircase was later moved to the south following the construction of the boundary wall; however, there is insufficient evidence to definitively support this hypothesis.
- 6.1.3. The boundary wall is documented on historic maps by 1909, establishing a clear separation between Bryn Edwin Hall and the farm complex. Following the construction of this wall, the northwest facing elevation appears to have

undergone modifications to adapt the building to the new layout within the hall's premises and its associated surroundings.

- 6.1.4. The original layout and make-up of the building suggests that it initially functioned as a farm building, with the ground floor likely used for housing animals and the upper floor serving as a granary. By 1909, documentary evidence indicates that the building had undergone a change of function, being repurposed as the hall's coach house. The coach house is currently used as storage.

6.2. The stables

- 6.2.1. Similar to the coach house, the stables were constructed between 1840 and 1880, during a period when no boundary wall demarcated the hall from the farm complex. By 1880, historic maps show the stables as part of a larger structure extending both northwest and northeast. This arrangement persisted into 1899, with historic maps from that time documenting a courtyard adjacent to the building on the southwest side.
- 6.2.2. It is unclear whether the building was originally constructed as a single-story or two-story structure. However, evidence for a second floor can be observed on the gable end, where there is a slight change in the random rubble masonry, suggesting a possible later addition or modification.
- 6.2.3. During the early 1900s, the stables, like the coach house, underwent a significant phase of alteration following the construction of the boundary wall that separated the hall from the farm complex. These changes are evident in the use of brick masonry, particularly noticeable in the interior brick walls. The brick granary staircase was likely added after these brick walls were constructed, as suggested by the blocked doorway visible on the interior gable end.
- 6.2.4. The stable gates appear to be either contemporary with this major alteration

phase or were added shortly thereafter. The original function of the space appears to have been a farm building, but after the separation of the hall and farm complex, the building was modified to function as stables for housing horses.

- 6.2.5. At present, the building is used for storage purposes and is in an advanced state of decay.

7. Sources

General

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Historic England, 2016. *Understanding Historic Buildings: A Guide to Good Recording Practice*.

Quad Architects. 2022. *Justification statement supporting application for listed building consent extension to existing nursing home to provide a self contained dementia unit Bryn Edwin Hall Residential Home Northop Road, Flint Mountain Flintshire, CH6 5QG*

Taylor, H. 1883. *Historic Notices: With Topographical and Other Gleanings Descriptive of the Borough and County-Town of Flint*

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(Accessed November 2024)

Maps consulted

Map of the north east circuit of the principality of Wales, 1831 – Greenwood & Co

Map of Flint parish in the County of Flint, 1840 – Scale 1:7128 – Isaac, Taylor

OS 6-inch Flintshire Sheet IX 1870-1, published 1880

OS 6-inch Flintshire Sheet IX SE 1898, published 1900

OS 6-inch Flintshire Sheet IX 12 1909, published 1912

OS 6-inch Flintshire Sheet IX.SE 1948 to 1949, published 1954

Figures

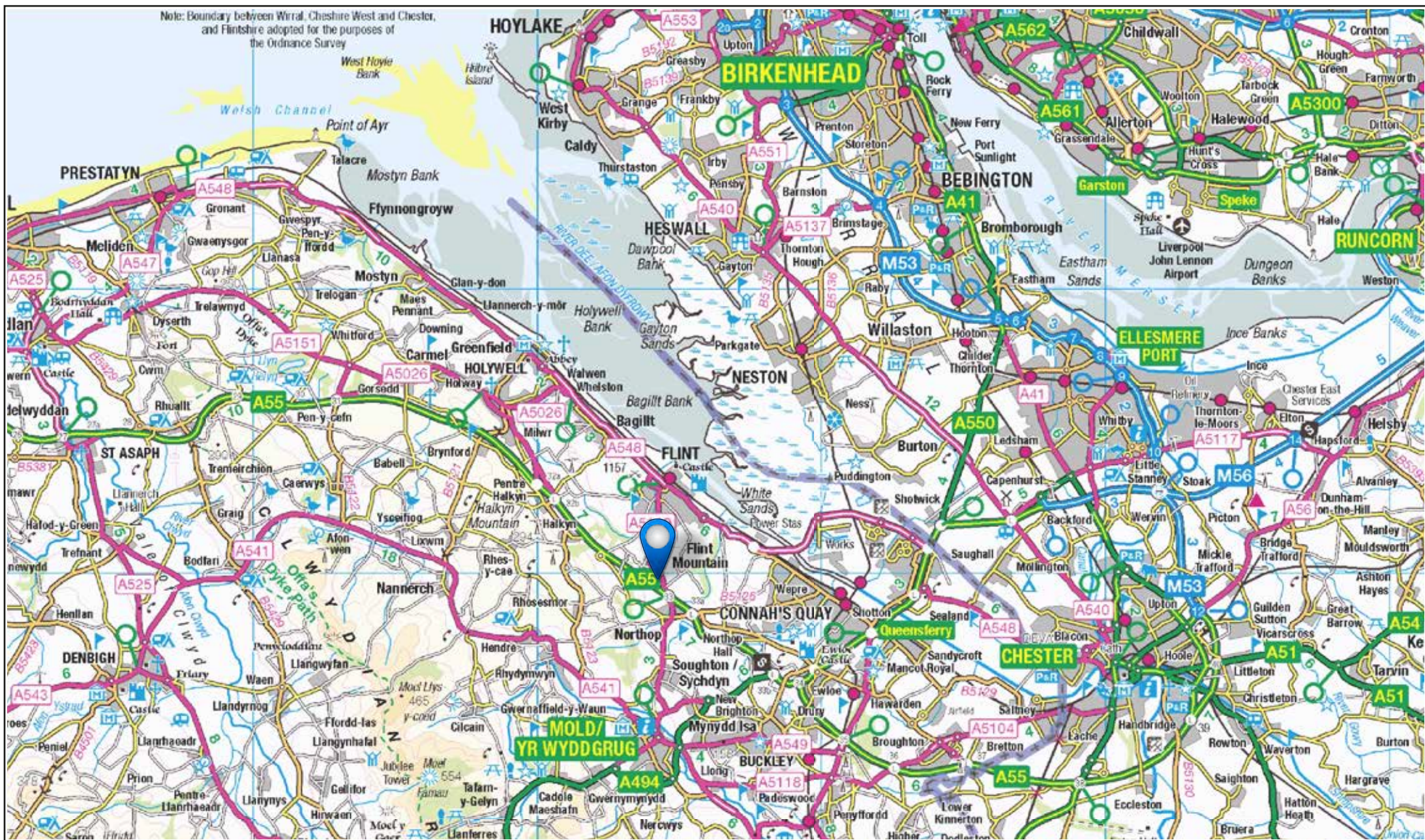
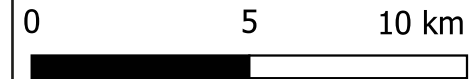


Figure 1. Location of development



Site Location



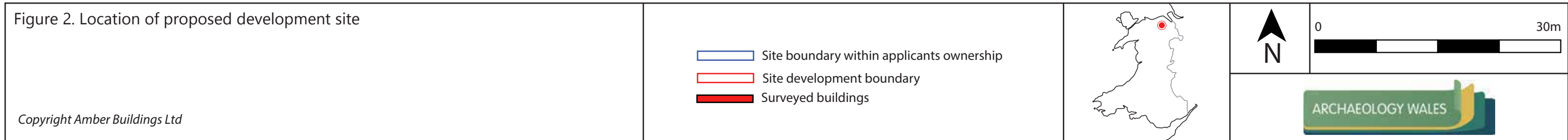
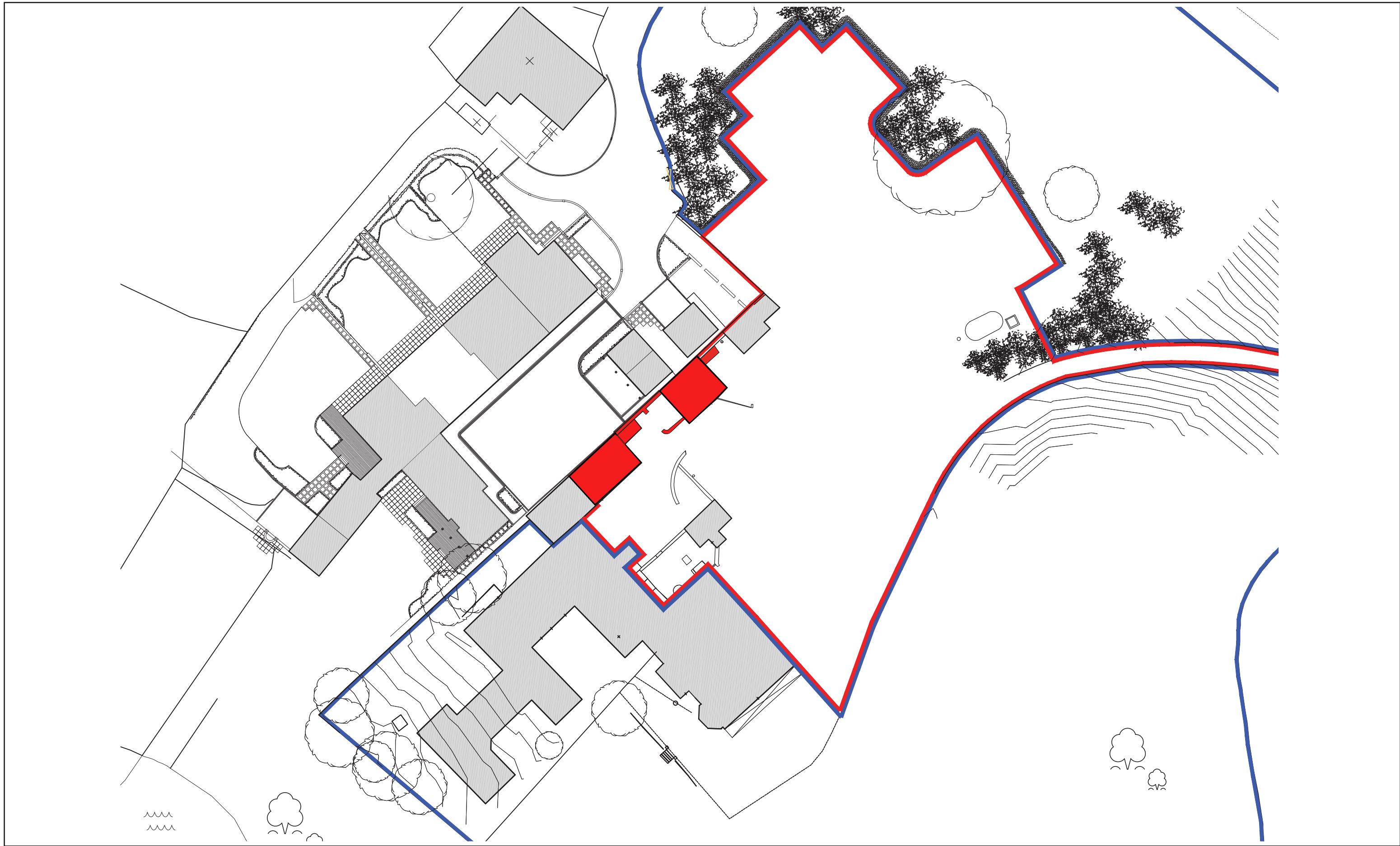




Figure 3. Map of Flint parish in the County of Flint 1840, Scale 1: 7128.



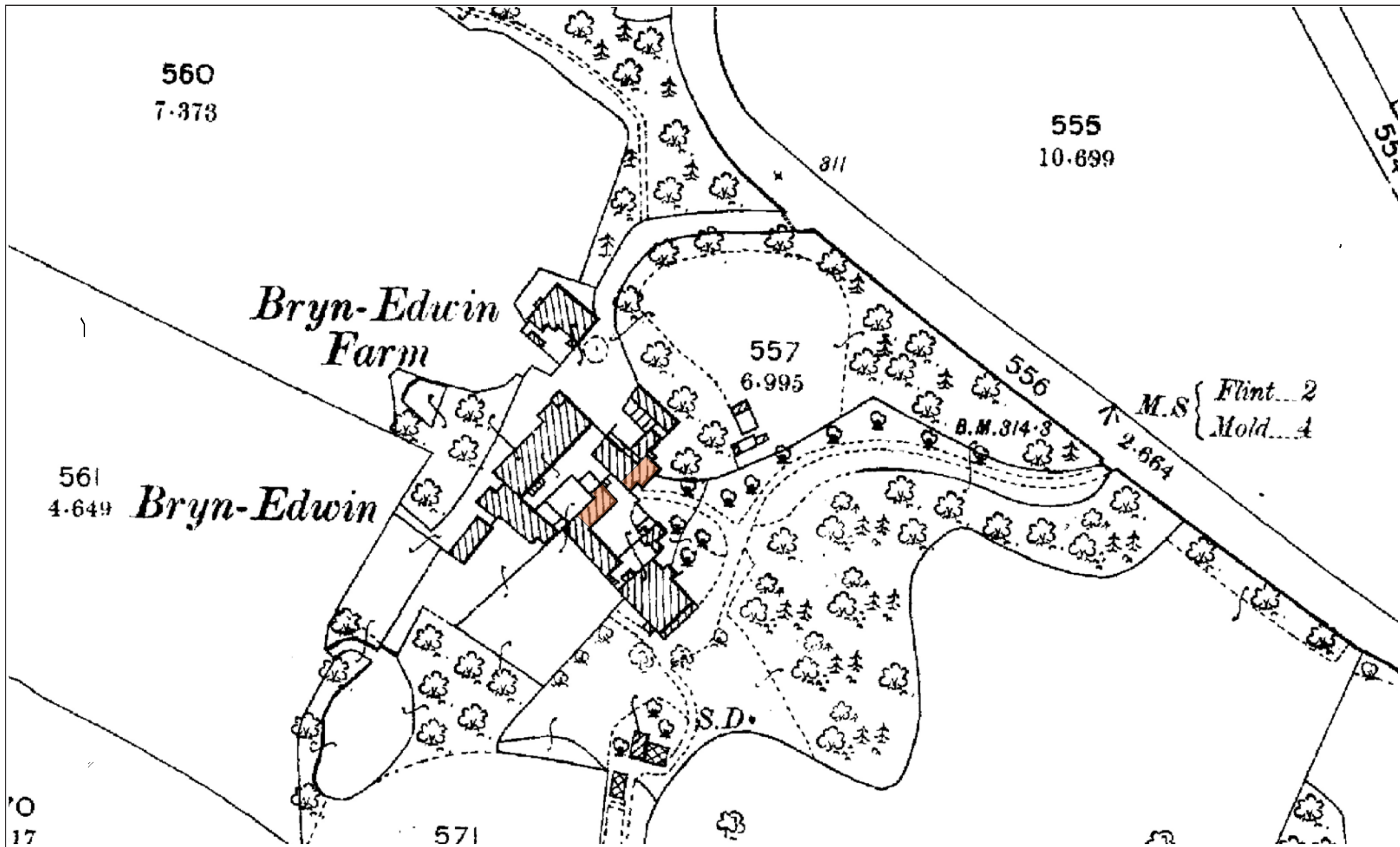


Figure 4. Fragment of OS County Series 1899. Scale 1:2500.

Surveyed Buildings



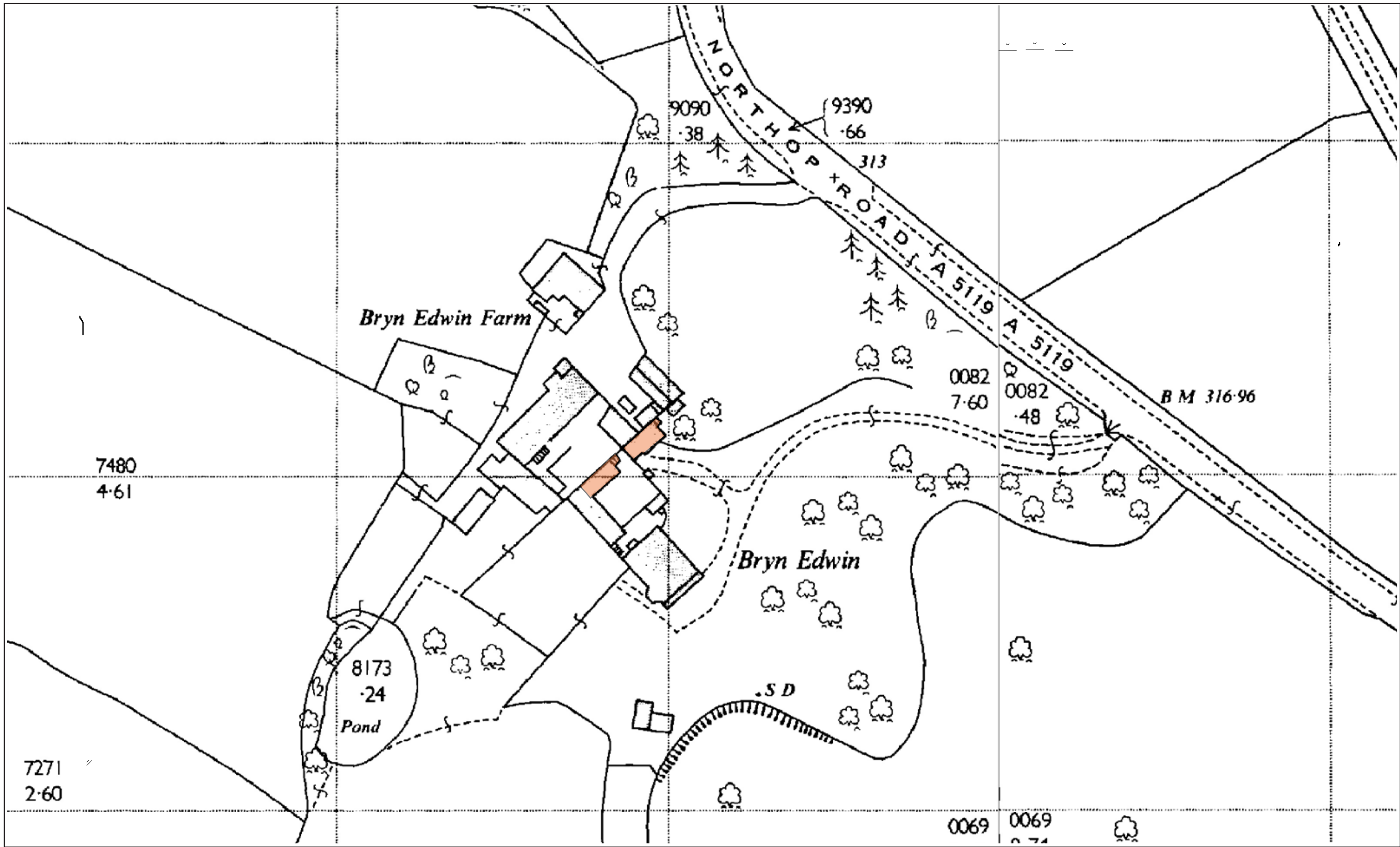


Figure 5. Fragment of OS map 1966-7. Scale 1:2500.

 Surveyed Buildings



0 25m





Figure 6. Southeast facing elevation of coach house.



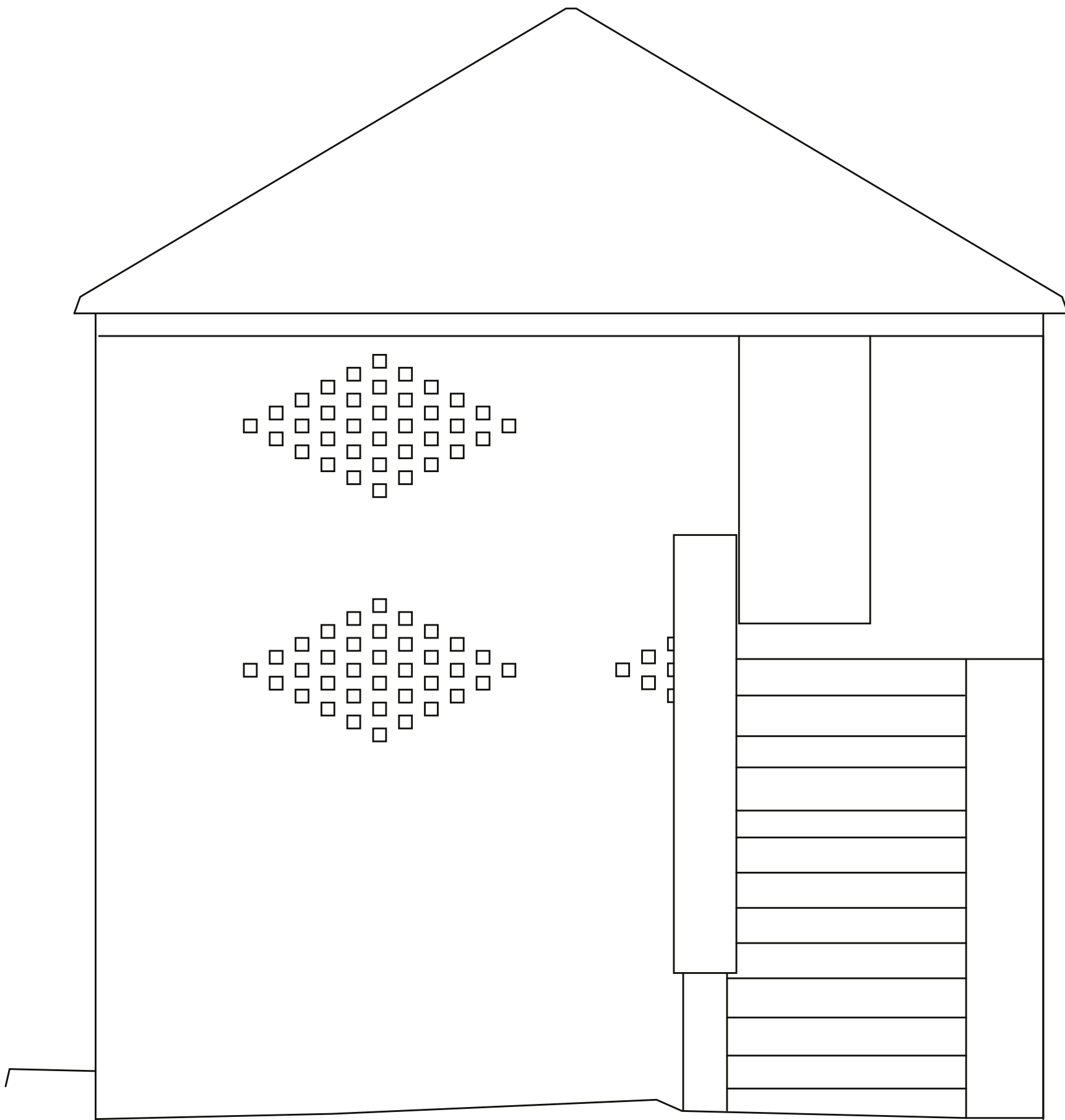


Figure 7. Northeast facing section of coach house.



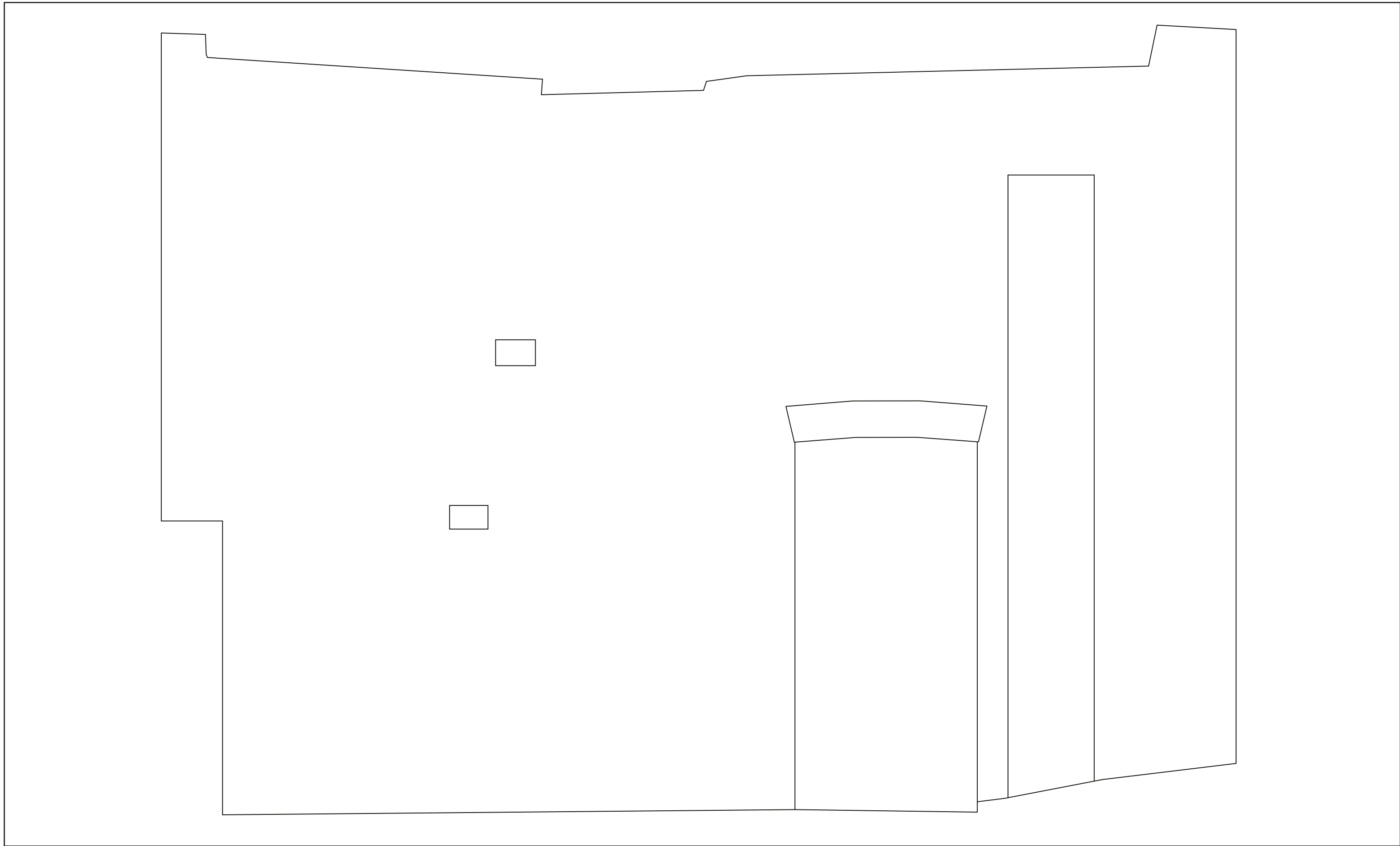
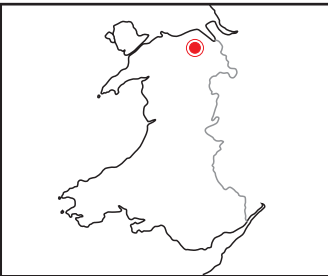


Figure 8. Southwest facing section of stables.



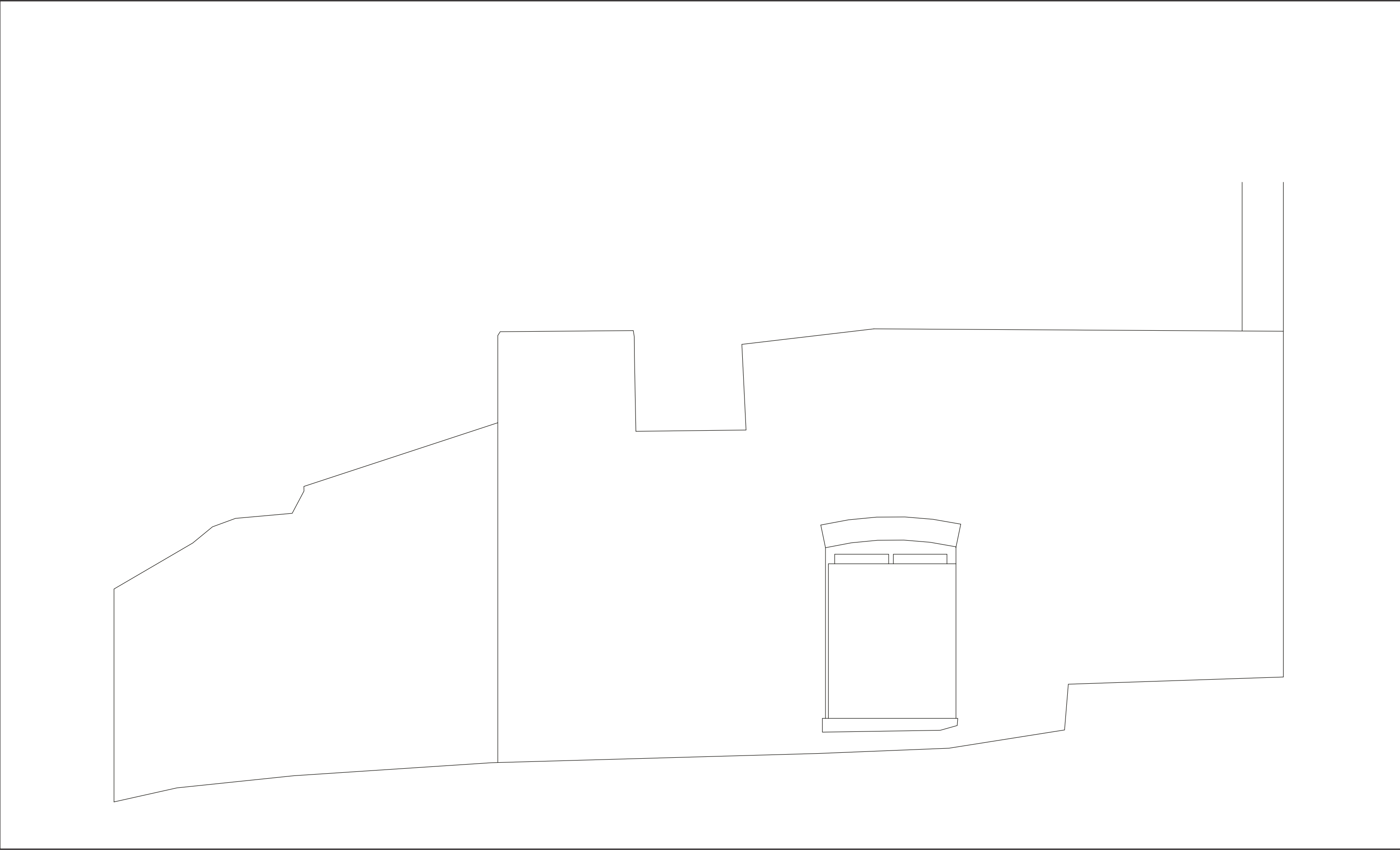
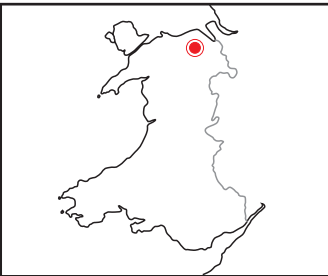


Figure 9. Southeast facing section of stables.



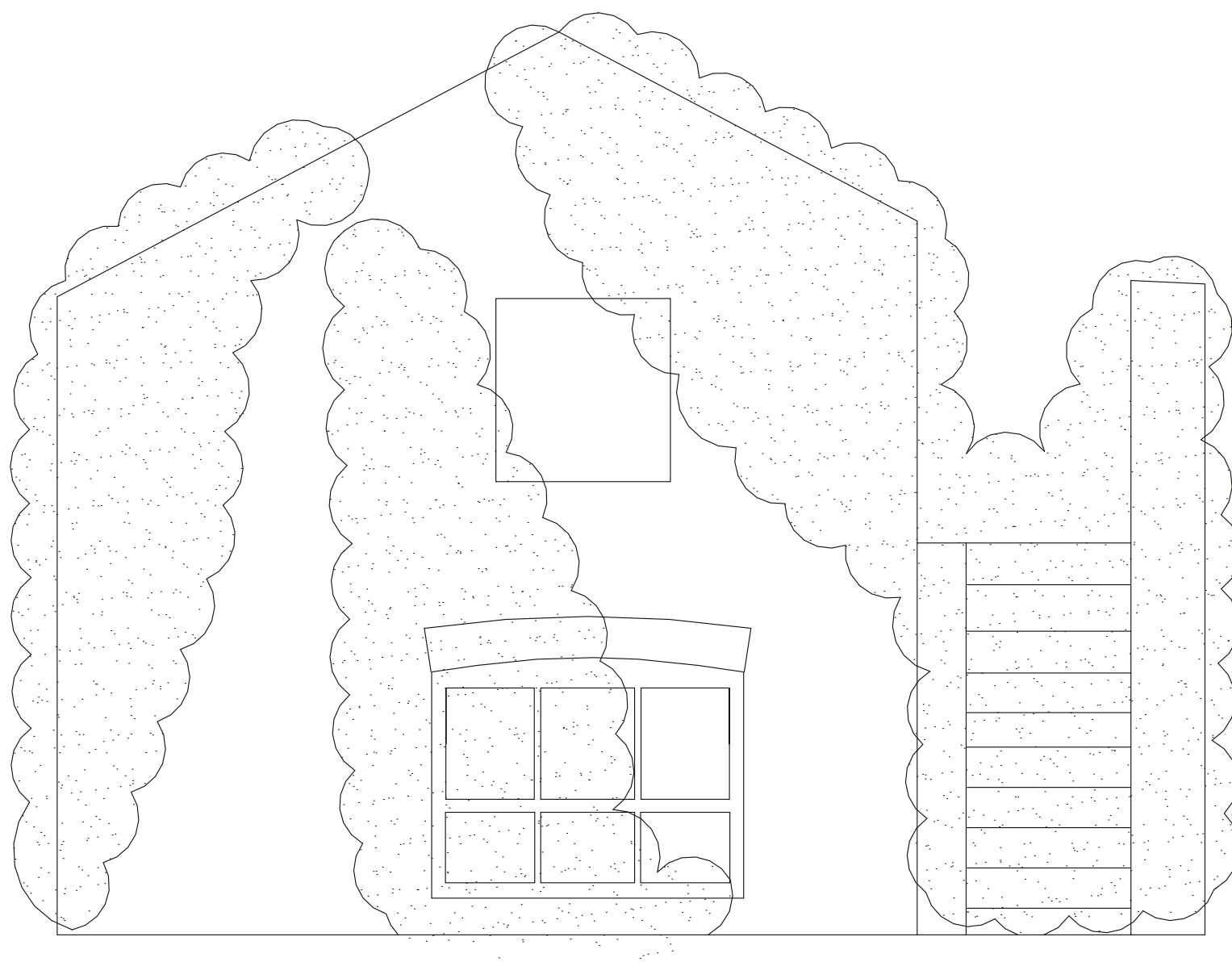


Figure 10. Northeast facing section of stables.





Figure 11. Buildings exterior - direction and location of shot.


 Direction of shot



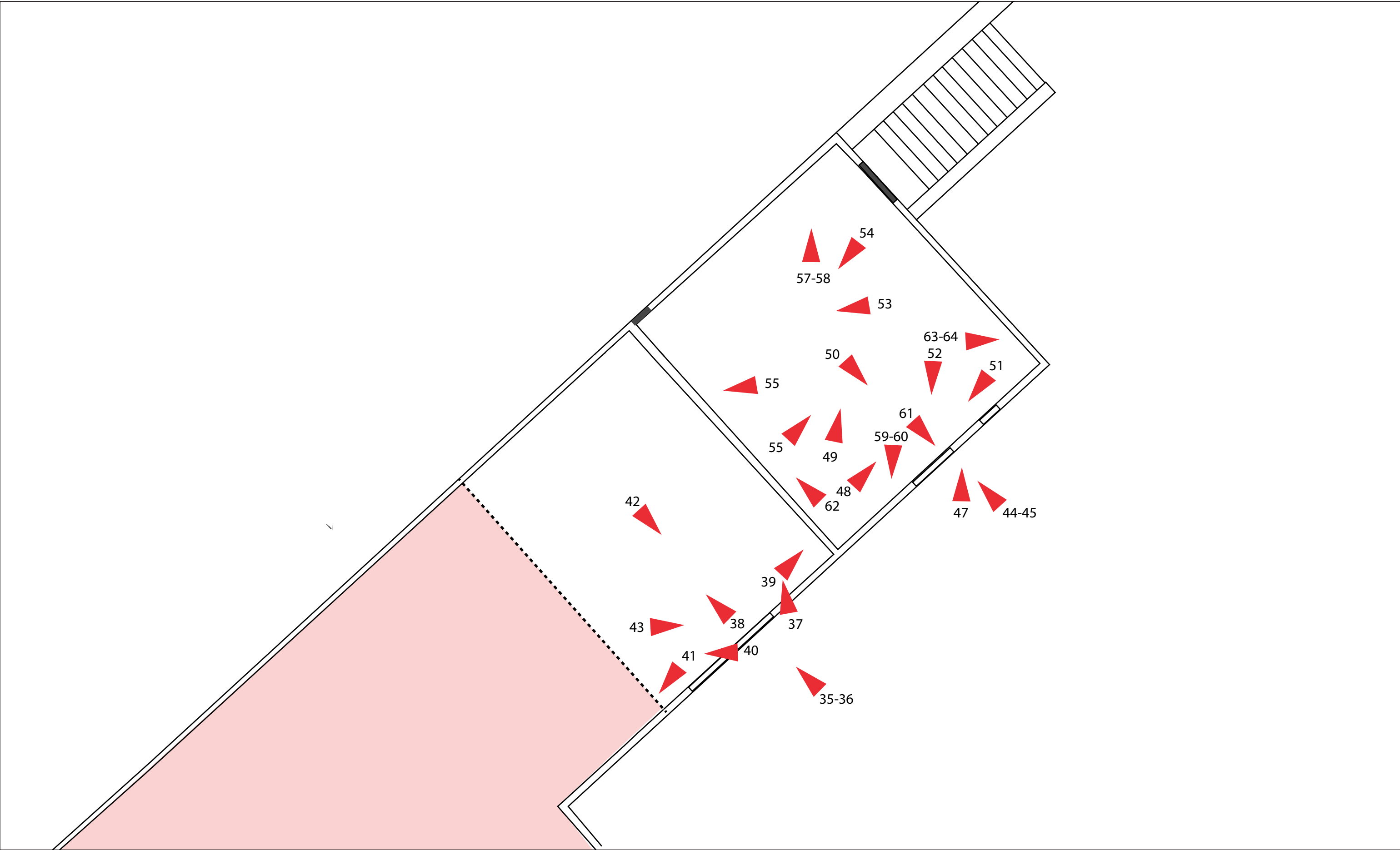




Figure 12. Coach house interior, ground floor - location and direction of shots.

-  Direction of shot
-  Blocked openings



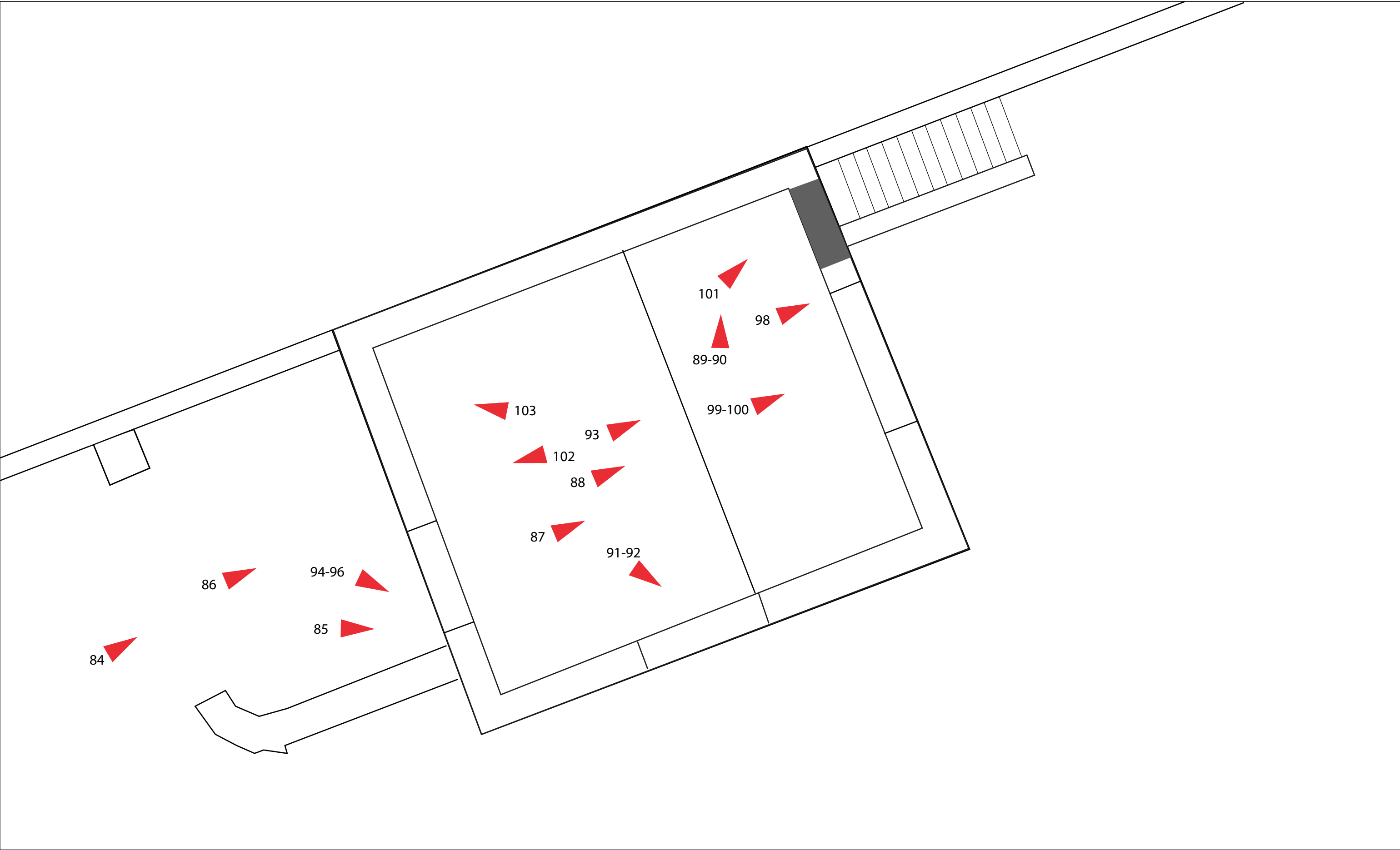




Figure 13. Stables, ground floor interior - location and direction of shots.

-  Direction of shot
-  Blocked openings



Plates



Plate 1: Southeast facing elevation of coach house. View northwest. 2m scale



Plate 2: Southeast facing elevation of coach house. View west-northwest. 2m scale



Plate 3: Southeast facing elevation of coach house. View north. 2m scale



Plate 4: View of northeast corner of coach house. View west-northwest. 2m scale



Plate 5: Carriage doorway and door, southeast facing façade. View northwest. 2m scale



Plate 6: Carriage doorway detail, southeast facing façade. View northwest. 2m scale



Plate 7: Detail of pipe. Southeast facing façade. View northwest. 2m scale



Plate 8: Southwest corner of southeast facing façade. View northwest. 2m scale



Plate 9: Path leading to coach house. View northwest. 2m scale



Plate 10: Path leading to coach house, detail of cobbled surface. View west. 2m scale



Plate 11: View of northeast end of southeast facing elevation of coach house with blocked window and loft-style door. View northwest. 2m scale

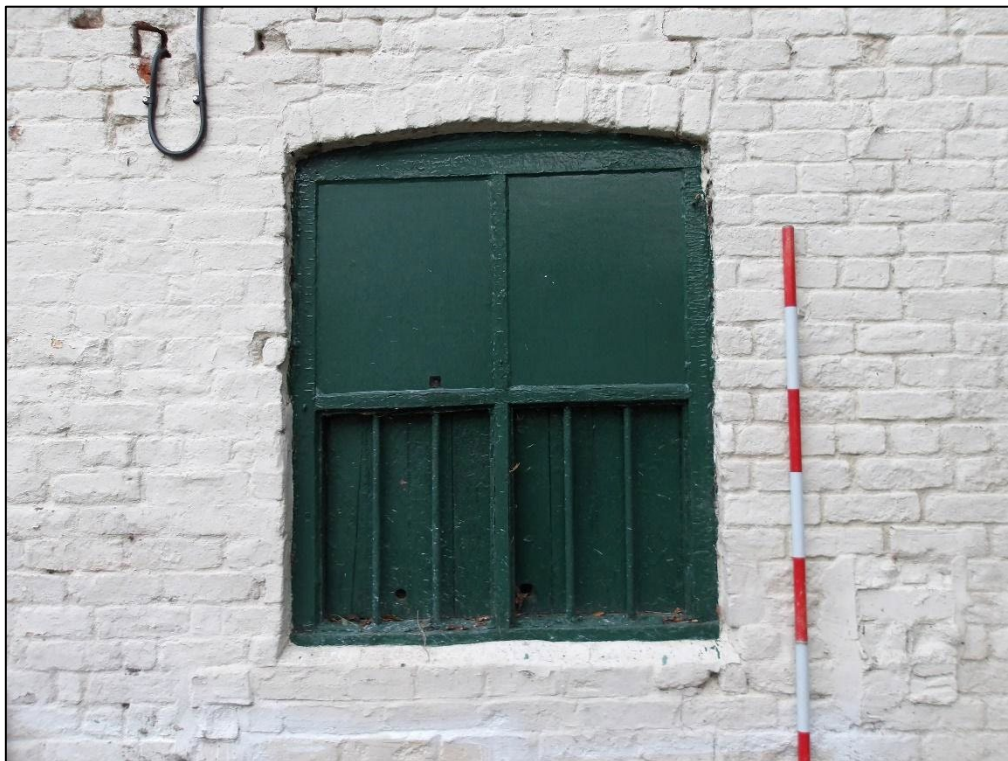


Plate 12: Window detail, coach house. 2m scale



Plate 13: Detail of first floor door. Southeast facing elevation, coach house



Plate 14: Detail of ground floor door. Southeast facing elevation, coach house. 2m scale



Plate 15: Detail of blocked window, first floor. Southeast facing elevation, coach house



Plate 16: View of northeast facing elevation of coach house. View north-northwest. 2m scale



Plate 17: Cobbled surface against southeast facing elevation, coach house. 0.5m scale



Plate 18: Detail of cobbled surface. 0.5m scale



Plate 19: Detail of window. Southeast facing elevation, coach house. 0.5m scale



Plate 20: Detail of door hinge. Southeast facing elevation, coach house. 0.5m scale



Plate 21: Former chimney pot, southeast facing elevation of coach house. 0.5m scale



Plate 22: Northeast facing section of coach house. View southwest. 2m scale



Plate 23: Northeast facing section of coach house. View west. 2m scale



Plate 24: Detail of pipe. Northeast facing section of coach house. 2m scale

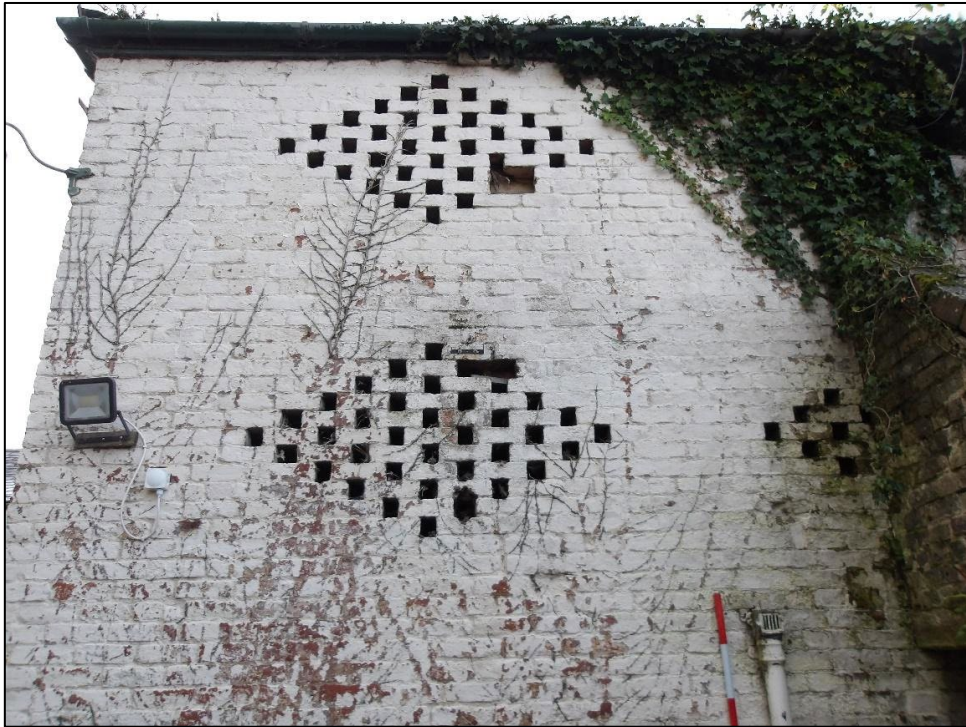


Plate 25: View of diamond-shaped ventilation openings. Northeast facing section of coach house. 2m scale



Plate 26: View of pipe. Northeast facing section of coach house. 2m scale



Plate 27: Diamond-shaped ventilation openings blocked by staircase. Northeast facing section of coach house. 2m scale



Plate 28: Detail of door opening to storage area under staircase. Northeast facing section of coach house. 2m scale



Plate 29: Detail of door opening to storage area under staircase. Northeast facing section of coach house. 2m scale



Plate 30: Corbelled roof. Staircase interior



Plate 31: View of staircase. Northeast facing section of coach house. 1m scale



Plate 32: View of boundary wall between coach house and stables. 1m scale



Plate 33: Detail of steps. Northeast facing section of coach house. 1m scale



Plate 34: Steps leading to the first floor of coach house. View southwest. 1m scale



Plate 35: Coach house, view toward the interior from carriage doorway. 0.5m scale



Plate 36: Coach house, view toward the interior from main gate. 0.5m scale – detail



Plate 37: View into coach house ground floor. View north. 2m scale

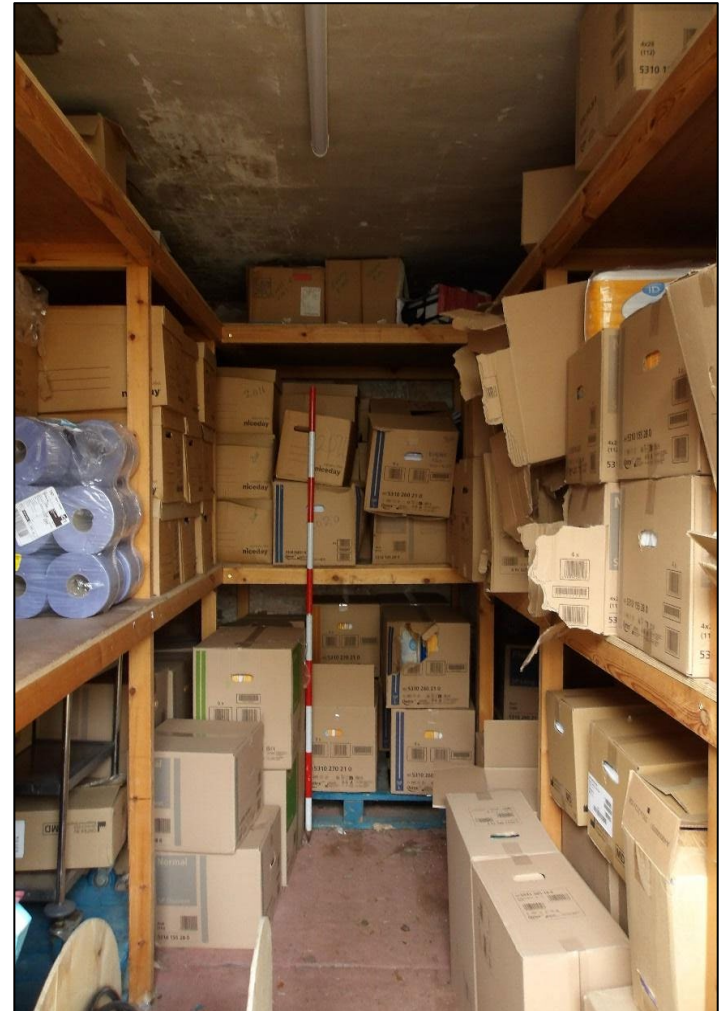


Plate 38: View into coach house ground floor. View northwest

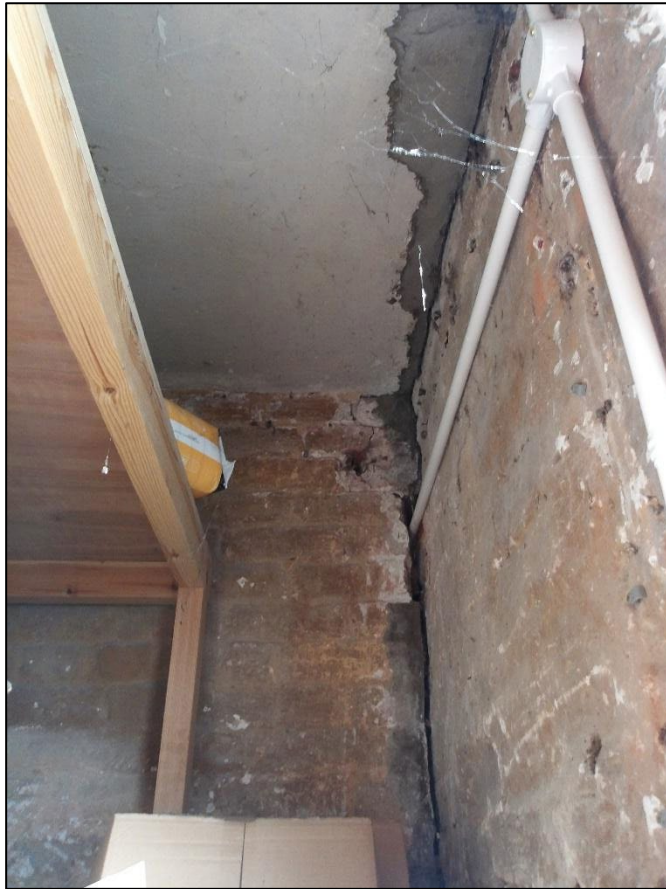


Plate 39: Coach house, ground floor. View northeast



Plate 40: Coach house. View toward the ground floor interior. View west. 2m scale



Plate 41: Coach house interior, ground floor. View southwest

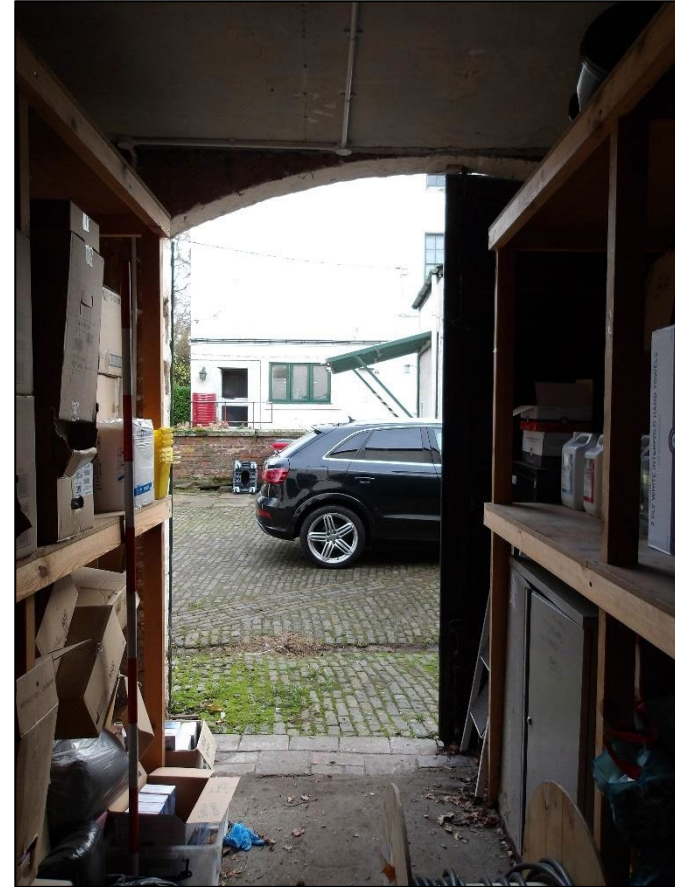


Plate 42: From the interior of the coach house, ground floor. View southeast



Plate 43: Detail of coach house, ground floor interior. View east

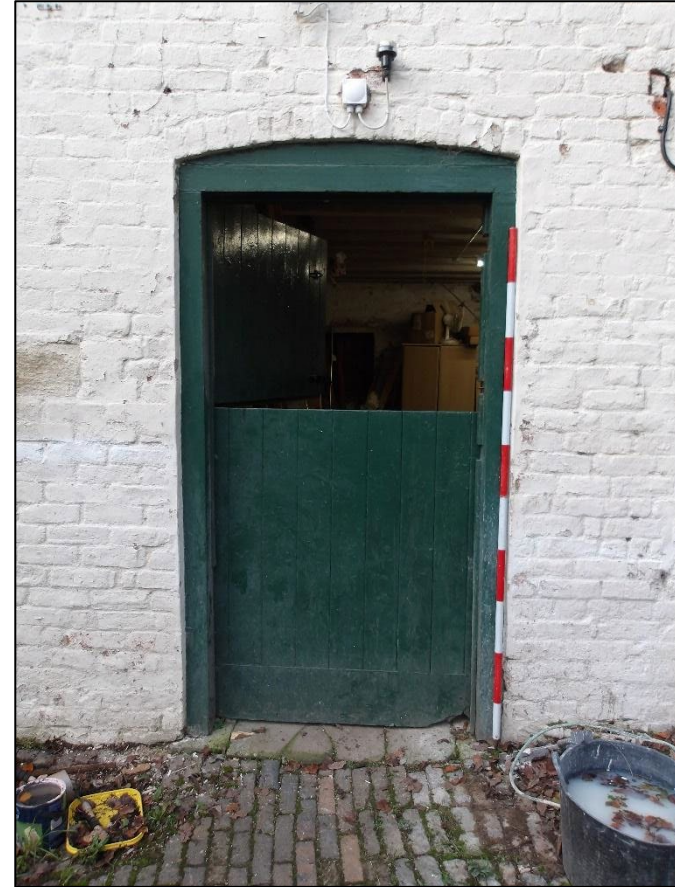


Plate 44: Doorway, coach house. View northwest. 2m scale



Plate 45: Doorway, coach house. View northwest. 2m scale



Plate 46: Doorway, coach house. View northwest. 0.5m scale – detail



Plate 47: Coach house. View north. 0.5m scale – detail



Plate 48: Couch house interior, ground floor. View northeast. 2m scale



Plate 49: Coach house interior. View east-northeast. 2m scale



Plate 50: Coach house, ground floor interior. View towards doorway



Plate 51: Coach house, ground floor. View southwest. 2m scale

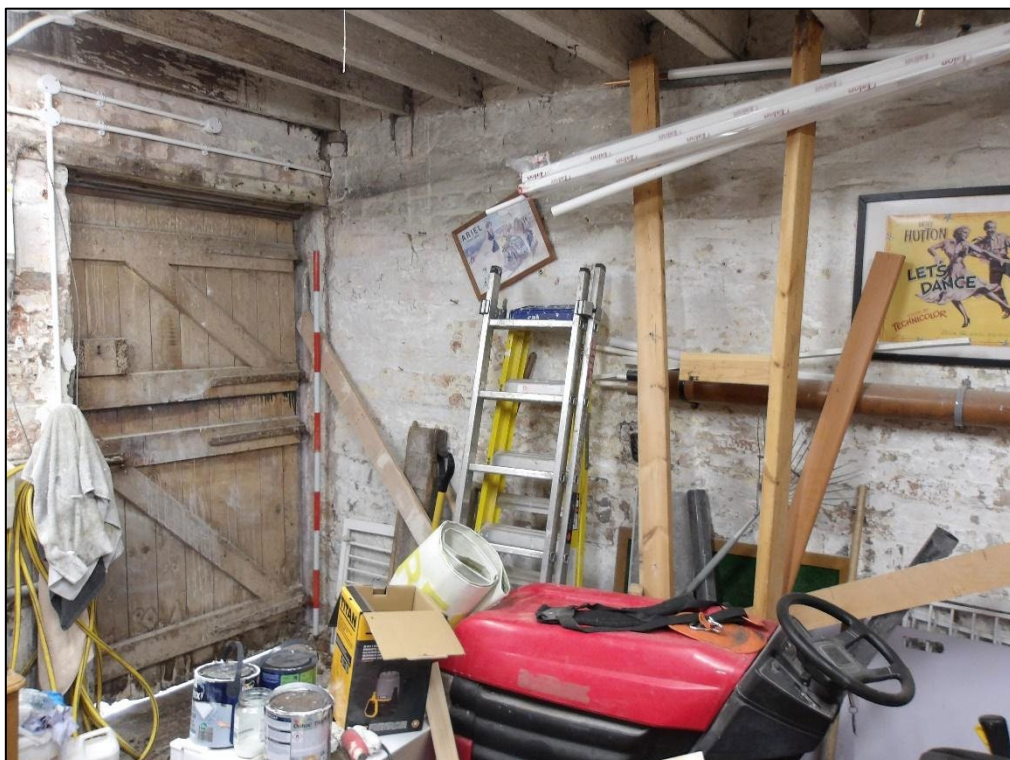


Plate 52: Coach house, ground floor. View south. 2m scale



Plate 53: Coach house, ground floor. View west

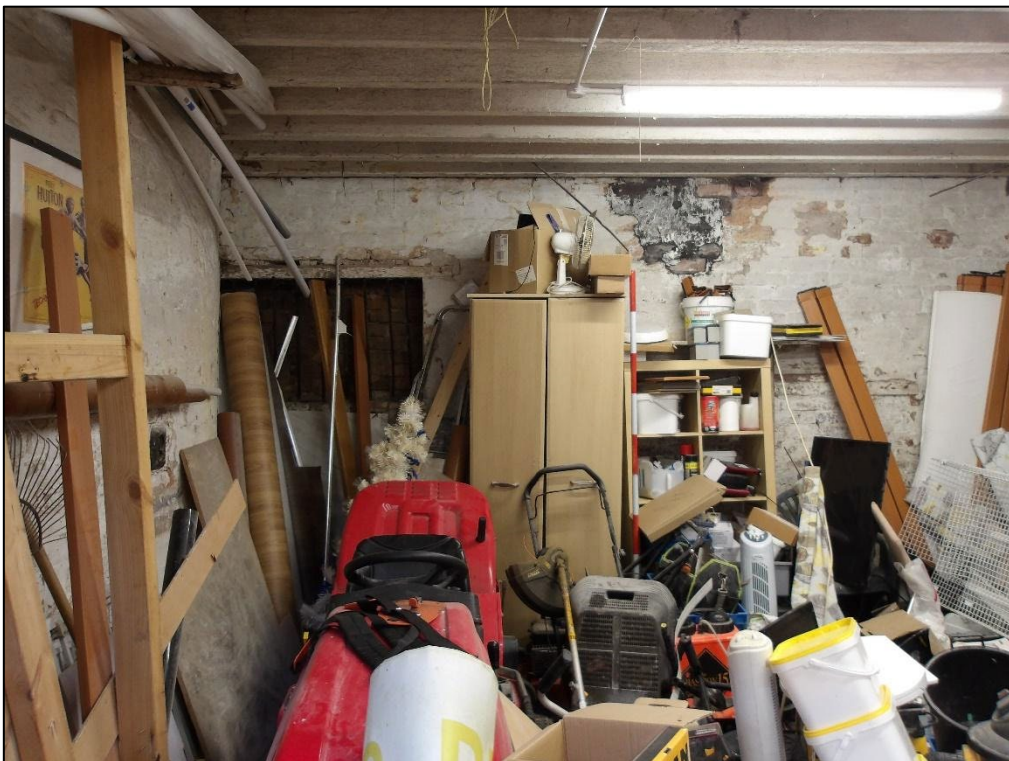


Plate 54: Coach house, ground floor. View southwest

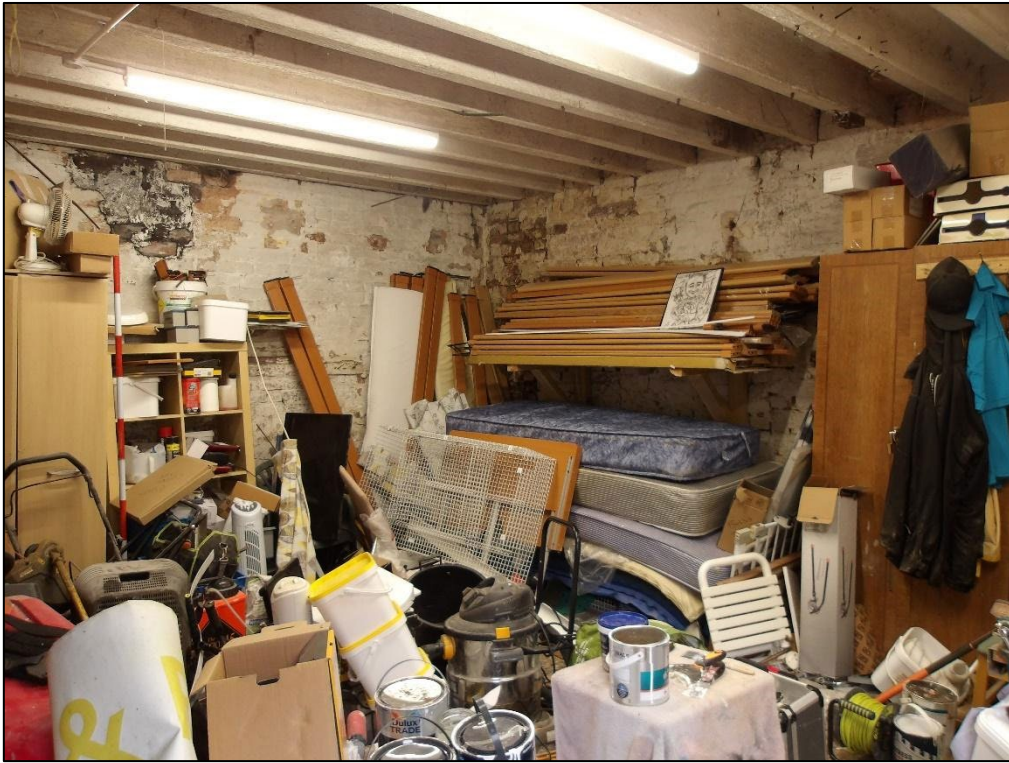


Plate 55: Coach house, ground floor interior. View northeast



Plate 56: Coach house, ground floor interior – detail



Plate 57: Coach house, ground floor interior. Ceiling detail



Plate 58: Coach house, ground floor interior. Ceiling detail



Plate 59: Coach house, ground floor. View of stable door from the interior



Plate 60: Coach house, ground floor. View of stable door from the interior – detail



Plate 61: Coach house, ground floor interior. View southwest. 0.5m scale

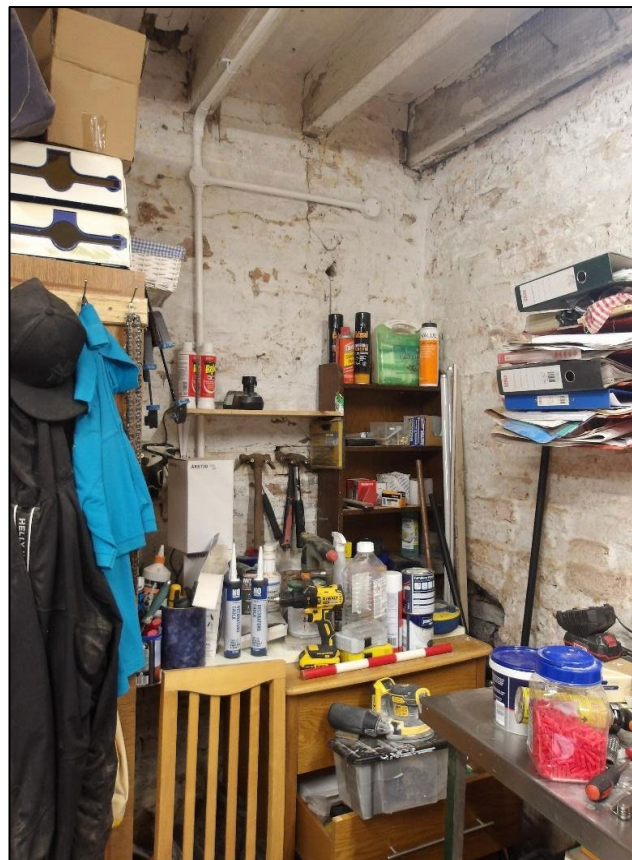


Plate 62: Coach house, ground floor interior. View northwest. 0.5m scale



Plate 63: Coach house, ground floor interior. View east. 0.5m scale



Plate 64: Coach house, ground floor interior. Ceiling detail



Plate 65: Northeast facing section of stables. View west. 2m scale



Plate 66: Northeast facing section of stables. View northwest. 2m scale



Plate 67: View of northeast facing elevation of stables. View southwest. 2m scale



Plate 68: View of northeast facing elevation of stables. View southwest. 2m scale – detail



Plate 69: View of northeast facing elevation of stables. View west. 2m scale



Plate 70: View of northeast facing elevation of stables. View southwest. 2m scale



Plate 71: Detail of window. Northeast facing elevation of stables. 2m scale



Plate 72: Detail of window. Northeast facing elevation of stables. 2m scale – detail



Plate 73: Detail of blocked window. Detail of door. Northeast facing elevation of stables. 2m scale



Plate 74: Northeast facing elevation of stables. Remains of former staircase. 1m scale



Plate 75: Northeast facing elevation of stables. Remains of former staircase. 1m scale



Plate 76: Northeast facing elevation of stables. Remains of former staircase. 1m scale



Plate 77: Southeast facing elevation of stables. View northeast. 2m scale



Plate 78: Southeast facing elevation of stables. View northeast. 2m scale – detail



Plate 79: Southeast facing elevation of stables. View east. 2m scale



Plate 80: Southeast facing elevation of stables. View east. 2m scale – detail



Plate 81: Southeast facing elevation of stables. View of extension. 2m scale



Plate 82: Southeast facing elevation of stables. View of extension. 2m scale



Plate 83: Southeast facing elevation of stables. Detail of curving wall. 2m scale



Plate 84: Southwest facing elevation of stables. View northeast. 2m scale



Plate 85: Southwest facing elevation of stables. View east. 2m scale



Plate 86: Southwest facing elevation of stables. 2m scale – detail

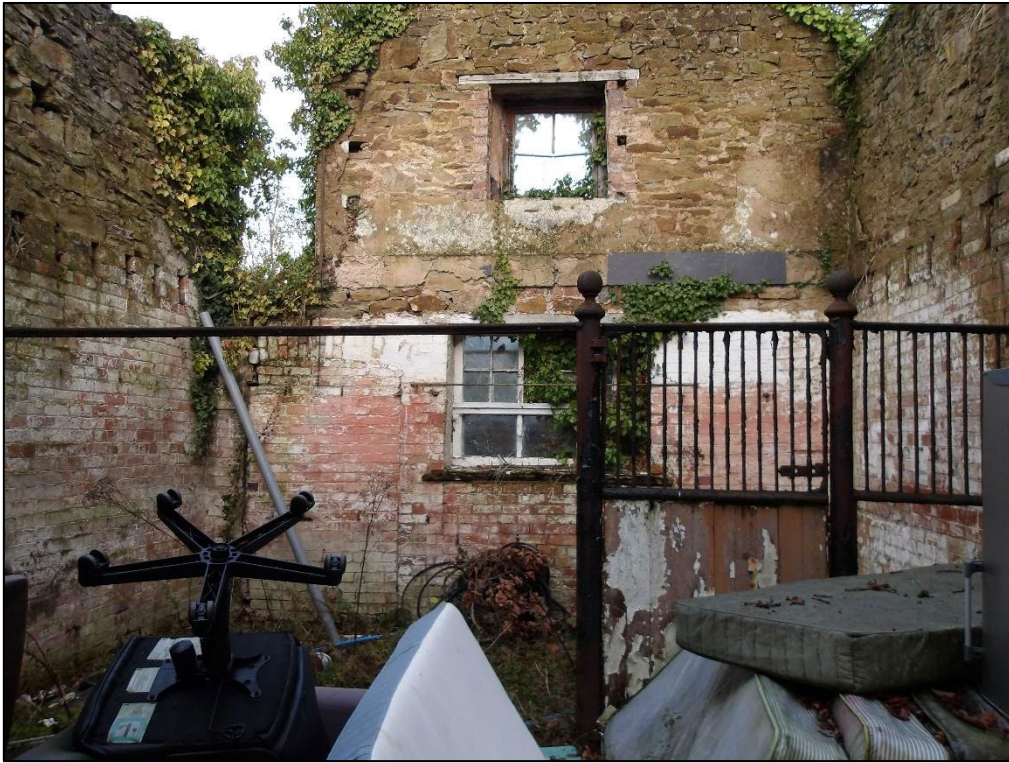


Plate 87: Stables, interior. View northeast

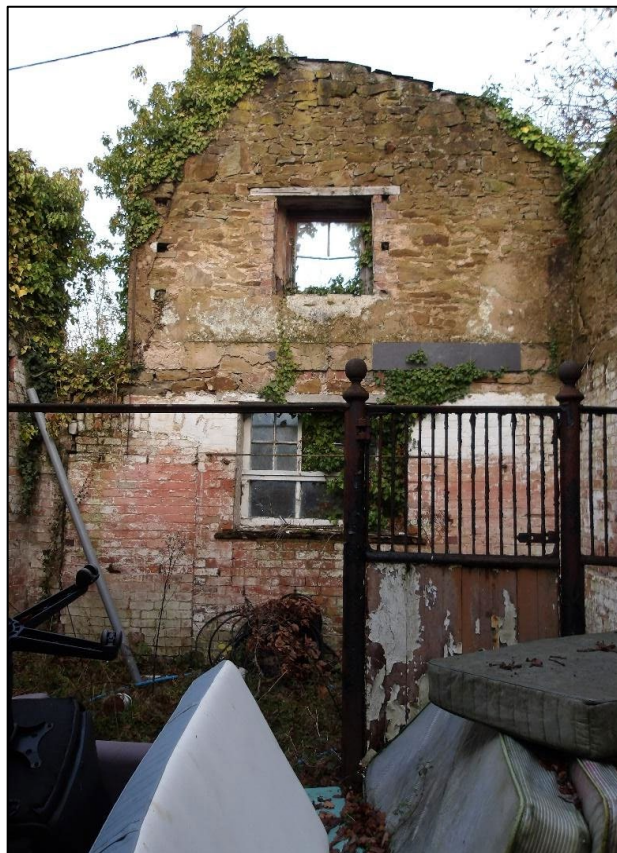


Plate 88: Stables, interior. View northeast - detail



Plate 89: Stables, interior. View north



Plate 90: Stables, interior. Phasing detail



Plate 91: Stables, interior. View southeast. Window detail



Plate 92: Stables, interior. View southeast. Window detail



Plate 93: Stables, interior. View of upper region of elevation



Plate 94: Stables, interior. Surface detail



Plate 95: Stables, interior. Surface detail

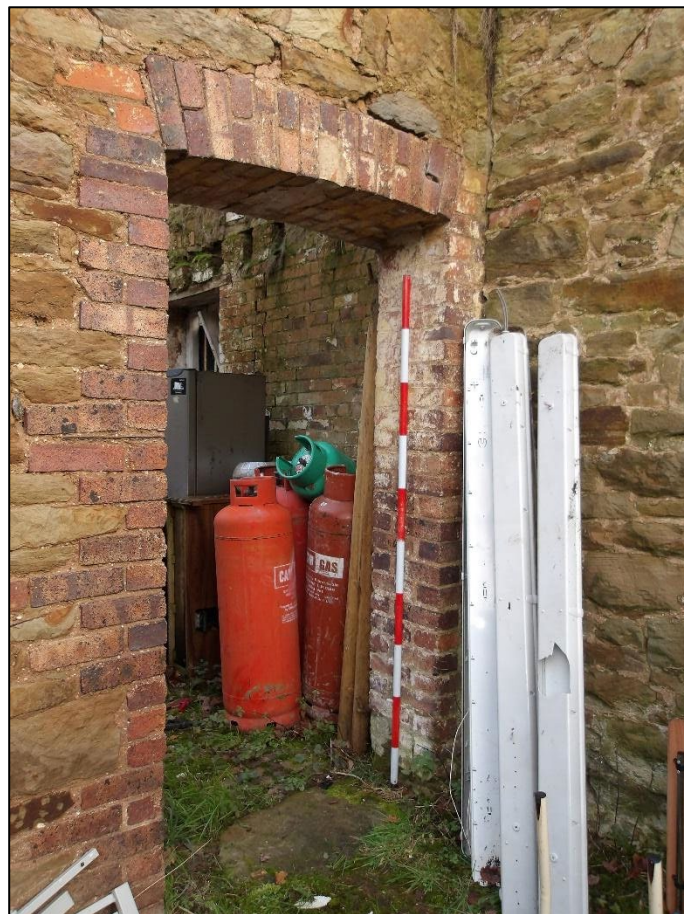


Plate 96: Doorway leading to stables interior. View northeast. 2m scale



Plate 97: Stable, ground floor, doorway detail. 0.5m scale



Plate 98: Stable, ground floor, window opening. View northeast



Plate 99: View of upper region of southwest facing elevation. Stable's interior



Plate 100: Southwest facing elevation. Stable's interior. Detail of windows



Plate 101: Blocked door detail. Southwest facing elevation. Stable's interior



Plate 102: Northeast facing elevation. Stable's interior. 2m scale



Plate 103: Stable's interior. View northwest

Appendix I: Data Management Plan

Section 1: Project Administration

Project ID / OASIS ID
Project number 3184 Site code: BE/24/BR2
Project Name
Bryn Edwin Hall, Northop Road, Flint Mountain
Project Description
Level 2 Building Survey to be undertaken by Archaeology Wales Ltd at the request of Ambers Buildings Ltd. The work responds to Condition 4 of planning application 064249
Project Funder / Grant reference
Amber Buildings Ltd
Project Manager
Irene Garcia Rovira – AW project manager Irene@arch-wales.co.uk
Principal Investigator / Researcher
Same as above
Data Contact Person
Rhiannon Philp, AW Post-excavation Manager rhiannon.philp@arch-wales.co.uk
Date DMP created
14.11.24
Date DMP last updated
18.12.24
Version
Version 2

Related data management policies

This DMP is guided by the Project Brief, CIfA Standards and guidance, trusted digital repository guidelines (RCAHMW) or other best practice guidance (see brief for details)

Section 2: Data Collection

What data will you collect or create?

The table below provides a summary of the data types, formats and estimated archive volume for data collected / created as part of this project. As the project progresses, more detail regarding files will be added to this DMP.

Type	Format	Estimated volume (Data Archived)
Spreadsheets	Excel (.xlsx)	0
Text/documents	Word (.docx)	2
	PDF (.pdf and .pdf/a)	2
Images	Photographs (.jpg)	557
	Scanned drawings (.pdf)	3
GIS	Shapefiles (.shp plus associated files)	2

How will the data be collected or created?

Data Standards / Methods

- Standard methods of data collection will be applied throughout the project, working to best practice guidance where applicable / available. In general, data acquisition standards are defined against RCAHMW Guidelines. Specific or additional guidance relevant to this project are listed below and will be updated as the project progresses.
- Methods of collection are specified within the Project Design (see Archaeology Wales 2024) and will meet the requirement set out in the Project Brief, the organisation recording manual and relevant CIfA Standards and guidance.
- Where appropriate, project contributors external to the organisation will be required to include data standards, collection methodology and metadata with individual reports and data.
- Specific guidance:

- Chartered Institute for Archaeologists, 2019. Toolkit for Selecting Archaeological Archives.
- Chartered Institute for Archaeologists, 2020. Standards and guidance for the creation, compilation, transfer and deposition of archaeological archives.
- Chartered Institute for Archaeologists, 2020. Standards and guidance for the collection, documentation, conservation and research of archaeological materials.
- Chartered Institute for Archaeologist's *Standard and Guidance for Archaeological Building Investigation and Recording* (2020)
- Historic England's *Understanding Historic Buildings: A Guide to Good Recording Practice* (2016).

Data storage / file naming

- The data produced will be uploaded at regular intervals during the project as a way of backing up the information.
- The working project archive will be stored in a project specific folder on the internal organisational server. The internal organisation server is backed up to a cloud based storage system to maintain an up to date security copy of the organisation wide data.
- Project folders are named following established organisational procedures and the folder hierarchy and organisation devised will be understood by all members of staff involved in the project.
- Data collected will be downloaded and raw data will be stored in the appropriate folder.
- File naming conventions following established organisational procedures, based on RCAHMW file naming guidance, and include version control management.
- The data stored will be checked by the project manager regularly as a means of quality assurance.

Section 3: Documentation and metadata

What documentation and metadata will accompany the data?

- Data collected will include standard formats which maximise opportunities for use and reuse in the future (see Section 2, above).
- A RCAHMW metadata document will be included with the digital archive and include all data types included within the archive. A working copy will be kept on the organisational server in the Project Folder. A copy of the form containing HER required data will also be created.
- Data documentation will meet the requirement of the Project Brief, Digital Repository Guidelines and the methodology described in the Project Design methodology.
- An archive catalogue documenting both physical and digital archive products will be maintained and submitted to the Trusted Digital Repository.

Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?

- The project archive will include the names and contact details of individuals who intend to volunteer or participate in the excavation and post excavation stages. We have a GDPR compliant Privacy Policy which underpins the management of personal data; any personal data is managed through a secure cloud-based database and not retained on the project specific folders.
- Personal data will be removed from the archaeological project archive and permission to include individual's names in any reporting is gained prior to use.
- Copyright for all data collected by the project team belongs to the organisation, and formal permission to include data from external specialists and contractors is secured on the engagement of the specialist or contractor.
- Where formal permissions and/or license agreements are linked to data sharing, they will be included in the project documentation folders and will accompany the archaeological project archive.

Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?

- Organisational IT is managed by an external data management provider, who is also responsible for the management and verification of our daily back-ups and who supports access to security copies as needed.
- Sufficient data storage space is available via the organisational server, which includes permissions-based access. The server is accessible by staff on and offsite through a secure log-in.
- Off-site access to the project files on the organisation's server is provided to support back-up of raw data while fieldwork is ongoing. Where internet access for data backup is not possible, the raw data will be backed up to a separate media device (such as laptop and portable external hard drive).
- Project files will be shared with external specialists and contractors directly using the same system, with the wider project team gaining access to only the files needed using permissions-based access

Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?
<ul style="list-style-type: none"> The DMP will be reviewed and updated as part of the Post Excavation Assessment and Updated Project Design and following full analysis should they be required. Updated documentation will be included in all reporting stages. Prior to deposition, the DMP will be updated and finalised in agreement with all project stakeholders (including the Local Planning Archaeologist, Client, RCAHMW). Selection will be informed by the Project Design, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project results. The project will be published as an online technical report (accessible via RCAHMW and as part of this the archive), with full access to research data. The data archive will be ordered, with files named and structured in a logical manner, and accompanied by relevant documentation and metadata, as outlined in Sections 2 and 3 of this DMP. Deselection will be undertaken automatically on any duplicate or unusable files, such as blurry or superfluous photographs.
What is the long-term preservation plan for the dataset?
<ul style="list-style-type: none"> The digital archive will be deposited with the RCAHMW. The archive will be prepared for deposition by the project team and the costs for the time needed for preparation, and the cost of deposition have been included in the project budget.
Have you contacted the data repository?
<ul style="list-style-type: none"> RCAHMW are the intended repository for digital data.
Have the costs of archiving been fully considered?
<ul style="list-style-type: none"> A costing estimate has been produced to allow for the preparation of the archive and has been included in the project budget.

Section 7: Data Sharing

How will you share the data and make it accessible?
<ul style="list-style-type: none"> The digital archive repository will be updated as the project progresses. The investigations are likely to result in the following documents: Building Recording Report The final report is expected to be completed within 3 months of the completion of fieldwork.

<ul style="list-style-type: none"> • A final version of the project report will be supplied to the Historic Environment Record, and any data which they request can also be provided directly. • The location (s) of the final Archaeological Archive will be included in the final report
Are any restrictions on data sharing required?
<ul style="list-style-type: none"> • A temporary embargo may be required on the sharing of the project results. If this is the case, specific details once agreed will be included in the updated version of this DMP and will be documented in the overarching Project Collection Metadata. • Data specific requirements, ethical issues or embargos which are linked to particular data formats will be documented within the relevant metadata tables accompanying the project archive.

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?
<ul style="list-style-type: none"> • The Project Manager and Post Excavation Manager will be responsible for implementing the DMP, and ensuring it is reviewed and revised at each stage of the project. • Data capture, metadata production and data quality is the responsibility of the Project Team, assured by the Project Manager and Post Excavation Manager. • Storage and backup of data in the field is the responsibility of the field team. • Once data is incorporated into the organisations project server, storage and backup is managed by an external company. • Data archiving is undertaken by the project team under the guidance of the Post Excavation Manager, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository. • Details of the core project team can be found in the Project Design.

**Written Scheme of Investigation for a
Level 2 Building Survey at
Bryn Edwin Hall, Northop Road, Flint Mountain**

Prepared for:
Ambers Buildings Ltd

Planning application 064249

Project No: 3184

November 2024

Archaeology Wales Limited

Main Office, Unit D11.6
Treforest Industrial Estate Pontypridd - CF37 5UR
Tel: +44 (0) 2920 020 136
Email: admin@arch-wales.co.uk Web: arch-wales.co.uk



Contents

1. Introduction.....	2
2. Site Description and historical background.....	3
3. Objectives.....	4
4. Timetable of Works.....	5
5. Fieldwork	6
6. Monitoring.....	7
7. Archive and Reporting programme.....	8
8. Staff	12
9. Health and Safety	12
10. Community Engagement and Outreach	13
11. Insurance	13
12. Quality Control	13
13. Arbitration.....	14
14. Sources.....	14
Figures.....	16
Data Management Plan	25
Figure 1. Site Location	23
Figure 2. Development area	24

Summary

This Written Scheme of Investigation details a program for a Level 2 Building Survey to be undertaken by Archaeology Wales Ltd at the request of Ambers Buildings Ltd. The work responds to Condition 4 of planning application 064249.

1. Introduction

1.1.1. This Written Scheme of Investigation (WSI) details a programme of Level 2 Building Survey to be undertaken by Archaeology Wales Ltd (henceforth – AW) at the request of Ambers Buildings Ltd (henceforth – ‘the Client’). The work is associated with the extension to existing nursing home to provide additional 25no.bedroom dementia unit, restoration and incorporation of existing listed buildings to form a link to proposed new build at Bryn Edwin Hall Residential Home, Northop Road, Flint Mountain, Flint, CH6 5QG. National Grid Reference SJ 23876 69807 – Planning Application 064249.

1.1.2. Planning application 064249 was approved in March 2022 with conditions. Condition 4 established that:

4. No development shall take place until a programme of building recording and analysis, equivalent to an 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 will 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. After approval by the Local Planning Authority, a copy of the resulting report and digital archive should 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, Aberystwyth

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 policy EN8 of the Flintshire Local Development Plan.

- 1.1.3. This WSI details the methodology for a programme of building recording (Level 2). The purpose of the Level 2 Archaeological Building Recording is to provide with a descriptive record, ensuring that all archaeological and historical components of the affected building are fully investigated and recorded if they are to be disturbed as a result of activities associated with the development. The examination of the building will provide a systematic account of the building's origins, development and use.
- 1.1.4. This WSI has been prepared by Irene Garcia Rovira, Project Manager of Archaeology Wales (henceforth – AW) at the request of Ambers Buildings Ltd.
- 1.1.5. The methodology set out in this WSI has been agreed with Heneb Clwyd Powys Archaeology Planning Services – (henceforth Heneb CPAPS), in their capacity as archaeological advisors to the local planning authority.
- 1.1.6. All work will be undertaken to the standards and guidance set by the Chartered Institute for Archaeologists (2020). AW is a Registered Organisation with the CIfA.

2. Site Description and historical background

- 2.1.1. Bryn Edwin Hall is situated on the southern outskirts of Flint Mountain, just off

Northop Road. It operates as a residential care home for older adults and is currently licensed to accommodate up to 37 residents. The building, with a recently added single-storey extension, is set in expansive grounds, located for access to Mold, Flint, and Chester (Quad Architects 2022).

2.1.2. At the rear, an extension connects the main building to a former coach house, the ground floor of which is used for storage and functions as a temporary tool store. Nearby is an old stone stable block, formerly used as additional storage space (ibid).

2.1.3. Cadw (1976) official listing for Bryn Edward Hall (LB 532, Grade II) highlights that:

Bryn Edwin Hall is a small country house, built in 1812 and converted into a residential home around 1970. The building has two storeys with a symmetrical, three-window façade, featuring stucco over a stone plinth, a slate roof, brick chimneys, and deep, boarded eaves. The first floor showcases three 16-pane hornless sash windows, aligned with a continuous sill band. A restored iron veranda fronts the central doorway, which includes an overlight, a Doric doorcase, and a door with distinctive octagonal panels.

Flanking the entrance are two large 15-pane sash windows with low sills. On the left side of the building, there is a splayed two-storey bay window with small-pane sash windows, along with three additional windows and a flat-roofed extension. The right side features two windows—a 16-pane sash on the first floor and a larger 15-pane sash on the ground floor—followed by a taller three-window section with hornless sash windows. A rear wing connects the main building to an exposed stone stable and coach house block.

3. Objectives

3.1.1. This WSI sets out a program of works to ensure that the Building Recording Level 2 will meet the standard required by The Chartered Institute for

Archaeologist's *Standard and Guidance for Archaeological Building Investigation and Recording* (2020) and according to Historic England's *Understanding Historic Buildings: A Guide to Good Recording Practice* (2016).

- 3.1.2. The primary objective of the Building Recording will be to describe and record, by means of high-resolution digital photography and measured drawings, all the key internal and external components of the affected parts of the building so that a permanent record survives prior to demolition or renovation. This will be completed by means of a Historic England's Level 2 building survey. Level 2 is a descriptive record and will comprise an introductory description followed by a systematic account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records that may be required to illustrate the building's appearance and structure and to support a historical analysis.
- 3.1.3. The report will include an assessment of the historic context within which the archaeological evidence rests and will aim to highlight any relevant research issues within regional, national and, if relevant, international research frameworks.

4. Timetable of Works

4.1. Fieldwork

- 4.1.1. The programme of Archaeological Building Recording Level 2 will be undertaken prior to the commencement of works associated with the proposed development. Archaeology Wales will update Heneb CPAPS with the exact date.

4.2. Report Delivery

- 4.2.1. The report will be submitted to the client within three months of the completion of the fieldwork. A copy of the report will also be sent to the regional HER.

5. Fieldwork

- 5.1.1. The archaeological works will be conducted according to the Chartered Institute for Archaeologists' (CIfA) *Standard and Guidance for the archaeological investigation and recording of standing buildings or structures* (2020), *Standard and Guidance for Historic Environment Desk-based Assessment* (2020b), and *Historic England's Understanding Historic Buildings: A Guide to Good Recording Practice* (2016).
- 5.1.2. The Level 2 archaeological building recording will be undertaken by a suitably experienced building recording archaeologist who will be able to 'read' the structure and record the important details. The photographic and drawn record will be a comprehensive record to archive standard of the existing buildings and structures, both externally and internally. The following will be considered:
- site layout and organisation
 - function
 - materials, method of construction
 - fenestration
 - internal arrangements
 - original fixtures and fittings
 - subsequent fixtures and fittings
 - evidence of use and status
 - date/period of initial build and subsequent alterations
- 5.1.3. All photographs will be taken in a high-resolution digital format. For both general and specific photographs, a photographic scale shall be included. The photographic record shall be accompanied by a photographic register detailing as a minimum, location, and direction of shot. All digital photography will be undertaken in accordance with Historic England's guidelines for Digital Image Capture and File Storage (2015).
- 5.1.4. A site plan and measured plans of the buildings will be included. Wherever

possible, existing plans and elevations will be used to supplement the report and further measured plans and elevations may also be provided to illustrate features not more readily obtained by photography. Any existing plans and elevations will be checked on site and amended where necessary. Plans will be used to highlight photographic locations within the final report.

- 5.1.5. Recording will be carried out using AW recording systems (pro-forma sheets etc). All recording will be carried out to a standard equivalent to Historic England Level 2 (Historic England (formerly English Heritage) 'Understanding Historic Buildings: A Guide to Good Recording Practice' (2016).
- 5.1.6. Plans and sections will be drawn to a scale as required and related to Ordnance Survey datum and published boundaries where appropriate.
- 5.1.7. All features identified will be tied into the OS survey grid and fixed to local topographical boundaries.
- 5.1.8. Photographs will be taken in digital format with an appropriate scale, using a 12MP camera with photographs stored in Tiff format.

6. Monitoring

- 6.1.1. Heneb CPAPS will be contacted prior to the commencement of archaeological works, and subsequently once the work is underway.
- 6.1.2. Any changes to the WSI that AW may wish to make after approval will be communicated to Heneb CPAPS for approval as archaeological advisors to the Planning Authority.
- 6.1.3. Representatives of Heneb CPAPS will be given access to the site so that they may monitor the progress of the building recording. Heneb CPAPS will be kept regularly informed about developments.

7. Archive and Reporting Programme

7.1. Site Archive

- 7.1.1. An ordered and integrated site archive will be prepared in accordance with: Management of Research Projects in the Historic Environment (MoRPHE) (Historic England 2015) upon completion of the project.
- 7.1.2. The site archive will be subjected to selection to establish those elements that will be retained for long term curation. The selection strategy will be agreed with all stakeholders and will be detailed in the Selection Strategy and Data Management Plan. The Selection Strategy and Data Management Plan will be prepared in accordance with: Archaeological Archives: Selection, Retention and Disposal Guidelines For Wales (National Panel for Archaeological Archives in Wales, 2019) and the Chartered Institute for Archaeologists Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives (CIfA, 2020).
- 7.1.3. The paper and digital archive will be deposited with the National Monuments Record, RCAHMW including a copy of the final report. This archive will include all written, drawn, survey and photographic records relating directly to the investigations undertaken. NMR Digital archives will follow the standard required by the RCAHMW (RCAHMW, 2015). A copy of the archive index and report will also be lodged with the Historic Environment Record at Henneb CPA. The project will adhere to the Welsh Archaeological Trust's joint Guidance for the Submission of Data to the Welsh Historic Environment Records (2018).

7.2. Analysis

- 7.2.1. Following a rapid review of the potential of the site archive, a programme of analysis and reporting will be undertaken. This will result in the following inclusions in the final report as outlined in Historic England's 'Understanding Historic Buildings: A Guide to Good Recording Practice' (2016):

- Non-technical summary (bilingual)
- A contents list; a list of illustrations or figures.
- The precise location of the building as an address and in the form of a National Grid reference.
- A note of any statutory designation (that is, listing, scheduling, Register of Historic Parks and Gardens, conservation area). Non-statutory designations (local lists) may be added.
- The date when the record was made, the name(s) of the recorder(s) and the location of any archive material.
- A longer summary statement summarising the building's form, function, date and sequence of development. The names of architects, builders, patrons and owners if known.
- An introduction briefly setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, and any constraints. The Written Scheme of Investigation will be appended.
- Acknowledgements to all those who have made a significant contribution to the making of the record, or who have given permission for copyright items to be reproduced.
- A discussion of the published sources relating to the building and its setting, an account of its history as given in published sources, an analysis of historic map evidence (map regression) and a critical evaluation of previous records of the building, where they exist
- An account of the building's overall form (structure, materials, layout) and of its successive phases of development, together with the evidence supporting this analysis.

- An account of the building's past and present use, and of the uses of its parts, with the evidence for these interpretations. An analysis of a circulation pattern or of a decorative or liturgical scheme. An account of any fixtures, fittings, plant or machinery associated with the building, and their purpose. In an industrial building, a sequential account of the way in which materials or processes were handled.
- Any evidence for the former existence of demolished structures or removed plant associated with the building.
- Location plan showing the building/s assessed by the building recording, with all structures and features investigated.
- A discussion of the building's past and present relationship to its setting: its relationship to local settlement patterns or other man-made features in the landscape; its part in a larger architectural or functional group of buildings; its visual importance as a landmark, etc.
- An assessment of the potential for further investigative or documentary work, and of the potential survival of below-ground evidence for the history of the building and its site.
- Copies of other records of the building, including specialist reports (again with any necessary permissions), or a note of their existence and location.
- Any further information from documentary sources, published or unpublished, bearing on any of these matters, or bearing on the circumstances of its building, designer, craftsmen, ownership, use and occupancy, with a note on the sources of the information.
- Plan and elevation drawings with ground level, ordnance datum and vertical and horizontal scales.

- Written description and interpretation of all structural features identified, including their character, function, potential dating and relationship to adjacent features.
- Conclusion(s) as appropriate of all the structural remains investigated.
- An outline of the significance of the building. This can seek to identify both the significance of different features or phases of development in the building relative to each other, and also set important aspects of the building in a regional or national context.
- A discussion of the local, regional and national context of the building by means of reviewing published reports, unpublished reports, historical maps, documents from local archives and the regional HER as appropriate.
- Appendices as appropriate including maps, drawings and photographs taken.

7.3. Report to client

- 7.3.1. Copies of all reports associated with the building survey, together with inclusion of supporting evidence in appendices as appropriate, including photographs and illustrations, will be submitted to the client and Heneb CPAPS. On approval the final report should be submitted in high resolution PDF format to the Historic Environment Record, Heneb CPA for inclusion within the Historic Environment Record.

7.4. Additional reports

- 7.4.1. After an appropriate period has elapsed, copies of all reports will be deposited with the relevant county Historical Environment Record, the National Monuments Record and, if appropriate, Cadw.

7.5. Summary reports for publication

- 7.5.1. Short archaeological reports will be submitted for publication in relevant journals; as a minimum, a report will be submitted to the annual publication of the regional CBA group or equivalent journal.

7.6. Notification of important remains

- 7.6.1. Where it is considered that remains have been revealed that may satisfy the criteria for statutory protection, AW will submit preliminary notification of the remains to Cadw.

7.7. Archive deposition

- 7.7.1. The final archive will be born digital. The full archive, including final report, will be uploaded to the National Monuments Record at the RCAHMW. The final report and full photographic archive will also be submitted to the Heneb Clwyd Powys HER.
- 7.7.2. Although there may be a period during which client confidentiality will need to be maintained, copies of all reports and the final archive will be deposited no later than six months after completion of the work.

8. Staff

- 8.1.1. The project will be managed by Irene Garcia Rovira PhD MCIfA (AW Project Manager), and the fieldwork undertaken by suitably qualified and experienced archaeologists from Archaeology Wales Ltd. Any alteration to staffing before or during the work will be brought to the attention of Heneb CPAPS and the client.

9. Health and Safety

9.1. Risk Assessment

- 9.1.1. Prior to the commencement of work, AW will carry out and produce a formal Health and Safety Risk Assessment in accordance with The Management of Health and Safety Regulations 1999. A copy of the risk assessment will be kept

on site and be available for inspection on request. A copy will be sent to the Client for their review. All members of AW staff will adhere to the content of this document.

9.2. Other Guidelines

- 9.2.1. AW will adhere to best practice with regard to Health and Safety in Archaeology as set out in the FAME (Federation of Archaeological Managers and Employers) health and safety manual Health and Safety in Field Archaeology (2002).

10. Community Engagement and Outreach

- 10.1.1. The form of any outreach will respect client confidentiality or contractual agreements. As a rule, outreach will be proportional to the size of the project.
- 10.1.2. Where outreach activities have a cost implication these will need to be negotiated in advance and in accordance with the nature of the desired response and learning outcomes.

11. Insurance

- 11.1.1. AW is fully insured for this type of work and holds Insurance with Aviva Insurance Ltd and Hiscox Insurance Company Limited through Towergate Insurance. Full details of these and other relevant policies can be supplied on request.

12. Quality Control

12.1. Professional Standards

- 12.1.1. AW works to the standards and guidance provided by the Chartered Institute for Archaeologists. AW fully recognise and endorse the Chartered Institute for Archaeologists' Code of Conduct, Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology and the Standard and Guidance for archaeological field evaluation (CIfA 2020)

currently in force. All employees of AW, whether corporate members of the Chartered Institute for Archaeologists or not, are expected to adhere to these Codes and Standards during their employment.

12.2. Project Tracking

12.2.1. The designated AW manager will monitor all projects in order to ensure that agreed targets are met without reduction in quality of service.

13. Arbitration

13.1.1. Disputes or differences arising in relation to this work shall be referred for a decision in accordance with the Rules of the Chartered Institute of Arbitrators' Arbitration Scheme for the Institute for Archaeologists applying at the date of the agreement.

14. Sources

British Geological Survey, 2024. Geology of Britain Viewer - (accessed 11.6.24)

Chartered Institute for Archaeologists, 2019. *Standards and Guidance for the archaeological investigation and recording of standing buildings or structures.*

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Historic England , 2015. *Management of Research Projects in the Historic Environment (MORPHE)*

Historic England, 2016. *Understanding Historic Buildings: A Guide to Good Recording Practice.*

National Panel for Archaeological Archives in Wales, 2017. *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales.*

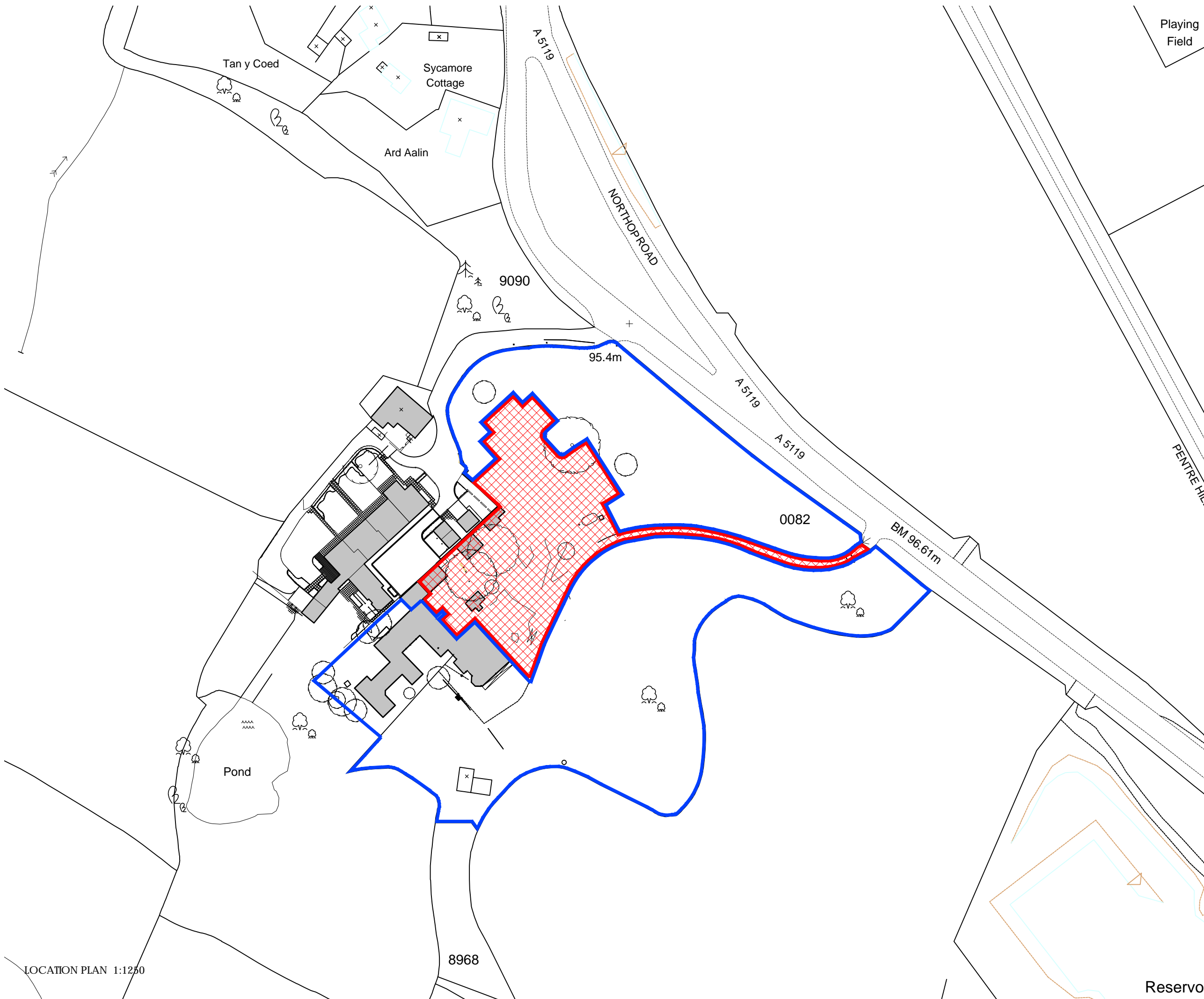
National Panel for Archaeological Archives in Wales, 2019. *Archaeological Archives: Selection, Retention And Disposal Guidelines For Wales.*

Quad Architects. 2022. Justification statement supporting application for listed building consent extension to existing nursing home to provide a self contained dementia unit Bryn Edwin Hall Residential Home Northop Road, Flint Mountain Flintshire, CH6 5QG

Welsh Archaeological Trust's, 2018. *Guidance for the Submission of Data to the Welsh Historic Environment Records*

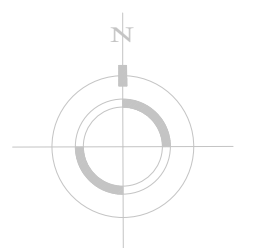
Cadw. 1976. Full report for listed buildings – Bryn Edwin Listed Building 532
<https://cadwpublic-api.azurewebsites.net/reports/listedbuilding/FullReport?lang=en&id=532>
(accessed 14.11.24)

Figures



LOCATION PLAN 1:1250

THIS DRAWING IS THE COPYRIGHT OF THE ARCHITECTS
MAY NOT BE REPRODUCED WITHOUT PERMIT
THE CONTRACTOR IS RESPONSIBLE FOR CHECKING
DIMENSIONS, TOLERANCES AND REFERENCE.
DISCREPANCIES TO BE CHECKED WITH THE ARCHITECT
BEFORE PROCEEDING WITH THE WORK
WHERE AN ITEM IS COVERED BY DRAWINGS TO DIFFERENT
SCALES, THE LARGER SCALE DRAWING IS TO BE WORKED TO
DO NOT SCALE FROM DRAWING, FIGURED DIMENSIONS
BE WORKED TO AT ALL TIMES
ALL WORK AND MATERIALS TO BE IN ACCORDANCE WITH
THE BUILDING REGULATIONS AND TO COMPLY WITH
RELEVANT CODES OF PRACTICE AND BRITISH STANDARDS



Total area of site outlined in red 5729m²

KEY

-  SITE DEVELOPMENT BOUNDARY
-  SITE BOUNDARY WITHIN APPLICANTS OWNERSHIP
-  SITE DEVELOPMENT HATCH
-  ROADS AND BOUNDARIES

AMBER BUILDINGS LTD

Extension to existing nursing home,
to provide a 25 bedroom self
contained dementia unit
Location Plan as existing
1:1250 @ A3
November 2016
Dwg. P 431 01

**BRYN EDWIN HALL,
NORTHOP ROAD
FLINT MOUNTAIN,
FLINT, CH6 5QG**

THE OLD COURTHOUSE
CHURCH ROAD
NORTHOP
FLINTSHIRE
CH7 6BS

TEL +44 (0)1352 840 265
FAX +44 (0)1352 840 266
WEB www.quadprojects.com

QUAD

Data Management Plan

Section 1: Project Administration

Project ID / OASIS ID
Project number 3184 Site code: BE/24/BR2
Project Name
Bryn Edwin Hall, Northop Road, Flint Mountain
Project Description
Level 2 Building Survey to be undertaken by Archaeology Wales Ltd at the request of Ambers Buildings Ltd. The work responds to Condition 4 of planning application 064249
Project Funder / Grant reference
Ambers Buildings Ltd
Project Manager
Irene Garcia Rovira – AW project manager Irene@arch-wales.co.uk
Principal Investigator / Researcher
Same as above
Data Contact Person
Rhiannon Philp, AW Post-excavation Manager rhiannon.philp@arch-wales.co.uk
Date DMP created
14.11.24
Date DMP last updated
14.11.24
Version
Version 1
Related data management policies
This DMP is guided by the Project Brief, CifA Standards and guidance, trusted digital repository guidelines (RCAHMW) or other best practice guidance (see brief for details)

Section 2: Data Collection

What data will you collect or create?		
The table below provides a summary of the data types, formats and estimated archive volume for data collected / created as part of this project. As the project progresses, more detail regarding files will be added to this DMP.		
Type	Format	Estimated volume (Data Archived)
Spreadsheets	Excel (.xlsx)	0
Text/documents	Word (.docx)	0
	PDF (.pdf and .pdf/a)	2
Images	Photographs (.jpg)	251
	Scanned drawings (.pdf)	0
GIS	Shapefiles (.shp plus associated files)	1 shapefile group

How will the data be collected or created?

Data Standards / Methods

- Standard methods of data collection will be applied throughout the project, working to best practice guidance where applicable / available. In general, data acquisition standards are defined against RCAHMW Guidelines. Specific or additional guidance relevant to this project are listed below and will be updated as the project progresses.
- Methods of collection are specified within the Project Design (see Archaeology Wales 2024) and will meet the requirement set out in the Project Brief, the organisation recording manual and relevant CIfA Standards and guidance.
- Where appropriate, project contributors external to the organisation will be required to include data standards, collection methodology and metadata with individual reports and data.
- Specific guidance:
 - Chartered Institute for Archaeologists, 2019. Toolkit for Selecting Archaeological Archives.
 - Chartered Institute for Archaeologists, 2020. Standards and guidance for the creation, compilation, transfer and deposition of archaeological archives.
 - Chartered Institute for Archaeologists, 2020. Standards and guidance for the collection, documentation, conservation and research of archaeological materials.
 - Chartered Institute for Archaeologist's *Standard and Guidance for Archaeological Building Investigation and Recording* (2020)
 - Historic England's *Understanding Historic Buildings: A Guide to Good Recording Practice* (2016).

Data storage / file naming

- The data produced will be uploaded at regular intervals during the project as a way of backing up the information.
- The working project archive will be stored in a project specific folder on the internal organisational server. The internal organisation server is backed up to a cloud based storage system to maintain an up to date security copy of the organisation wide data.
- Project folders are named following established organisational procedures and the folder hierarchy and organisation devised will be understood by all members of staff involved in the project.
- Data collected will be downloaded and raw data will be stored in the appropriate folder.
- File naming conventions following established organisational procedures, based on RCAHMW file naming guidance, and include version control management.
- The data stored will be checked by the project manager regularly as a means of quality assurance.

Section 3: Documentation and metadata

What documentation and metadata will accompany the data?

- Data collected will include standard formats which maximise opportunities for use and reuse in the future (see Section 2, above).
- A RCAHMW metadata document will be included with the digital archive and include all data types included within the archive. A working copy will be kept on the

organisational server in the Project Folder. A copy of the form containing HER required data will also be created.

- Data documentation will meet the requirement of the Project Brief, Digital Repository Guidelines and the methodology described in the Project Design methodology.
- An archive catalogue documenting both physical and digital archive products will be maintained and submitted to the Trusted Digital Repository.

Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?

- The project archive will include the names and contact details of individuals who intend to volunteer or participate in the excavation and post excavation stages. We have a GDPR compliant Privacy Policy which underpins the management of personal data; any personal data is managed through a secure cloud-based database and not retained on the project specific folders.
- Personal data will be removed from the archaeological project archive and permission to include individual's names in any reporting is gained prior to use.
- Copyright for all data collected by the project team belongs to the organisation, and formal permission to include data from external specialists and contractors is secured on the engagement of the specialist or contractor.
- Where formal permissions and/or license agreements are linked to data sharing, they will be included in the project documentation folders and will accompany the archaeological project archive.

Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?

- Organisational IT is managed by an external data management provider, who is also responsible for the management and verification of our daily back-ups and who supports access to security copies as needed.
- Sufficient data storage space is available via the organisational server, which includes permissions-based access. The server is accessible by staff on and offsite through a secure log-in.
- Off-site access to the project files on the organisation's server is provided to support back-up of raw data while fieldwork is ongoing. Where internet access for data backup is not possible, the raw data will be backed up to a separate media device (such as laptop and portable external hard drive).
- Project files will be shared with external specialists and contractors directly using the same system, with the wider project team gaining access to only the files needed using permissions-based access

Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?

- The DMP will be reviewed and updated as part of the Post Excavation Assessment and Updated Project Design and following full analysis should they be required. Updated documentation will be included in all reporting stages.

<ul style="list-style-type: none"> • Prior to deposition, the DMP will be updated and finalised in agreement with all project stakeholders (including the Local Planning Archaeologist, Client, RCAHMW). • Selection will be informed by the Project Design, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project results. • The project will be published as an online technical report (accessible via RCAHMW and as part of this the archive), with full access to research data. • The data archive will be ordered, with files named and structured in a logical manner, and accompanied by relevant documentation and metadata, as outlined in Sections 2 and 3 of this DMP. • Deselection will be undertaken automatically on any duplicate or unusable files, such as blurry or superfluous photographs.
What is the long-term preservation plan for the dataset?
<ul style="list-style-type: none"> • The digital archive will be deposited with the RCAHMW. • The archive will be prepared for deposition by the project team and the costs for the time needed for preparation, and the cost of deposition have been included in the project budget.
Have you contacted the data repository?
<ul style="list-style-type: none"> • RCAHMW are the intended repository for digital data.
Have the costs of archiving been fully considered?
<ul style="list-style-type: none"> • A costing estimate has been produced to allow for the preparation of the archive and has been included in the project budget.

Section 7: Data Sharing

How will you share the data and make it accessible?
<ul style="list-style-type: none"> • The digital archive repository will be updated as the project progresses. • The investigations are likely to result in the following documents: Building Recording Report • The final report is expected to be completed within 3 months of the completion of fieldwork. • A final version of the project report will be supplied to the Historic Environment Record, and any data which they request can also be provided directly. • The location (s) of the final Archaeological Archive will be included in the final report
Are any restrictions on data sharing required?
<ul style="list-style-type: none"> • A temporary embargo may be required on the sharing of the project results. If this is the case, specific details once agreed will be included in the updated version of this DMP and will be documented in the overarching Project Collection Metadata. • Data specific requirements, ethical issues or embargos which are linked to particular data formats will be documented within the relevant metadata tables accompanying the project archive.

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?

- The Project Manager and Post Excavation Manager will be responsible for implementing the DMP, and ensuring it is reviewed and revised at each stage of the project.
- Data capture, metadata production and data quality is the responsibility of the Project Team, assured by the Project Manager and Post Excavation Manager.
- Storage and backup of data in the field is the responsibility of the field team.
- Once data is incorporated into the organisations project server, storage and backup is managed by an external company.
- Data archiving is undertaken by the project team under the guidance of the Post Excavation Manager, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository.
- Details of the core project team can be found in the Project Design.



Archaeology Wales Limited

Main Office, Unit D11.6 Treforest Industrial Estate

Pontypridd - CF37 5UR

Tel: +44 (0) 1686 440371

Email: admin@arch-wales.co.uk

Web: arch-wales.co.uk

