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**Our Lady Of Reconciliation  
De La Salette RC Presbytery,  
39 Eldon Street, Liverpool L5 8UT  
(20PM/0292)**

**July 2020 V 2.0**



Level 2/3 Historic Building Record

Project Code: A0269.1

Report no. 0257

Planning Ref: 20PM/0292



**æon archaeology**

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v2.0 amendments made to the external description section 8.0 and the Conclusion section 9.0

Report no. 0257

Level 2/3 Historic Building Record

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Project Code: A0269.1

Date: 31/07/2020

Client: Archdiocese of Liverpool  
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# **Our Lady Of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT (20PM/0292)**

## **July 2020 v2.0**

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## 1.0 INTRODUCTION

Aeon Archaeology was commissioned by the Archdiocese of Liverpool (hereafter the Client) to carry out a level 2/3 historic building record of the former Our Lady of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT in advance of demolition (centred on NGR SJ 34422 91622).

A planning application (**20PM/0292**) has been made to Liverpool City Council (LCC) for the demolition of the former Our Lady of Reconciliation De La Salette RC Presbytery. The application is awaiting determination (as of 28<sup>th</sup> July 2020) however the following pre-determination planning advice was provided by the Merseyside Environmental Advisory Service (MEAS) to LCC:

### Part 1

#### Historic Environment Record

4. *The Merseyside Historic Environment Record shows that the proposed development will involve the demolition of the following non-designated heritage asset:*

*MME20160 – Mid-19th century Presbytery to the designated Church of Our Lady of Reconciliation De La Salette (MME11471).*

5. *NPPF Paragraph 189 states: “In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting”. In this instance no Heritage Statement or Impact Assessment has been submitted in support of the application and the Merseyside Historic Environment Record has not been consulted.*

6. *Consequently, I advise that the applicant be required to undertake a programme of archaeological building recording, focused on the Presbytery, in order to mitigate the loss of this heritage asset. The work should conform to Historic England’s ‘Understanding Historic Buildings: A Guide to Good Recording Practice (2016). Such recording should be secured by means of the following condition:*

***No development shall take place until the applicant has submitted a written programme of archaeological building recording for approval in writing by the local planning authority. The work shall be carried out strictly in accordance with the approved programme.***

7. *The use of such a condition is in line with the guidance set out in Paragraph 199, Section 16 (Conserving and Enhancing the Historic Environment) of the National Planning Policy Framework (2019), published by the Ministry of Housing, Communities & Local Government and Managing Significance in Decision Taking in the Historic Environment, Historic Environment Good Practice Advice in Planning: 2 (Historic England 2015).*

8. *The use of such a pre-commencement condition is necessary to ensure the implementation of the required scheme of archaeological investigation and its publication.*

## Part 2

### HER

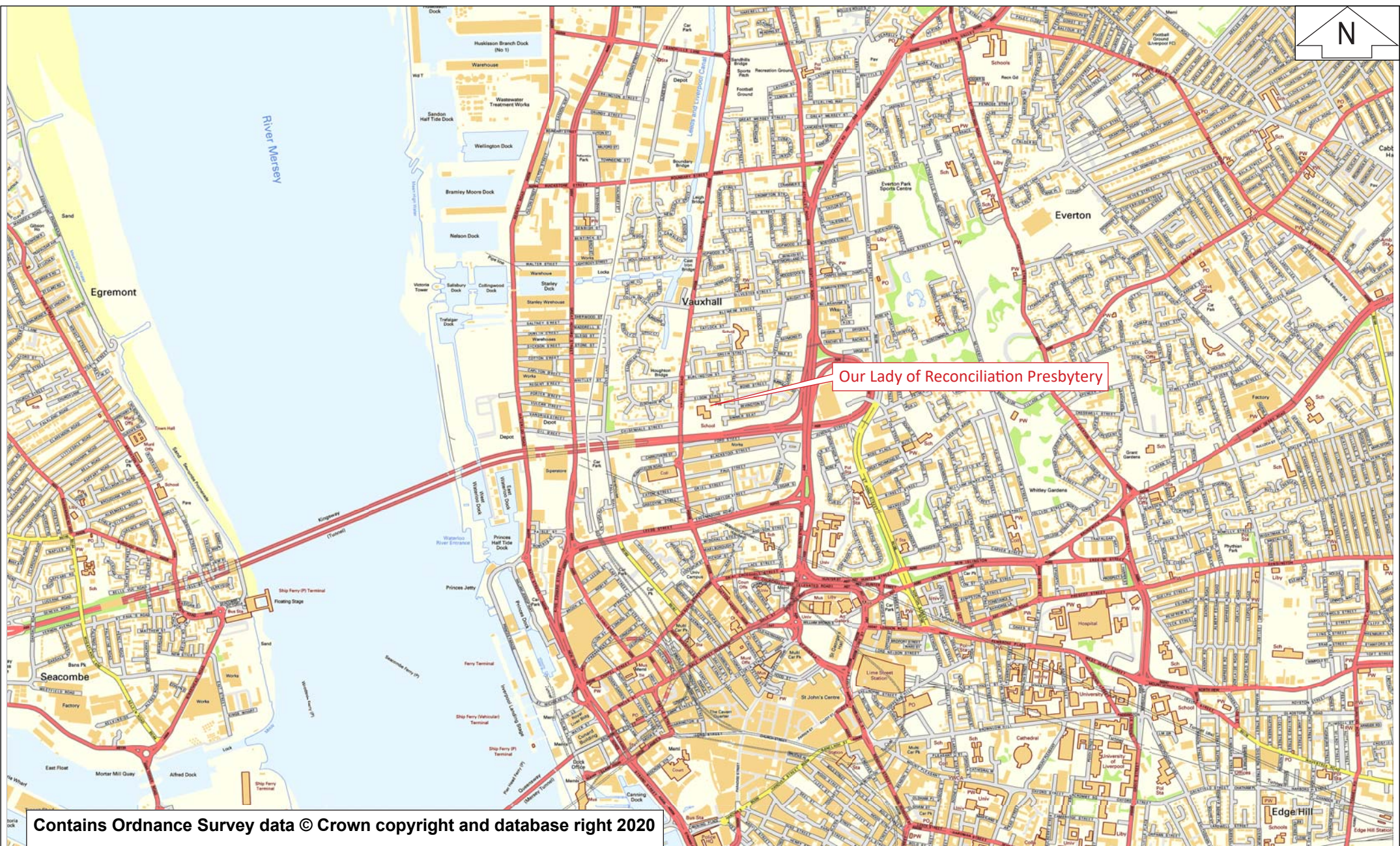
9. *The Programme of Archaeological Building Recording should be described in a Written Scheme of Investigation produced by an appropriately qualified and experienced archaeologist and should contain appropriate research objectives and a detailed programme of works that includes a specification of the methods to be used. The WSI should be of sufficient detail so that the impact of the proposed works can be properly assessed by the Local Planning Authority.*

A written scheme of investigation (WSI) (appendix I) was produced by Aeon Archaeology in July 2020 which outlined the aims and objectives of the historic building record and the methods by which they would be met. The WSI was submitted to, and approved in writing by the Development Management Archaeologist (DMA) (Dr Ben Croxford) at the Merseyside Environmental Advisory Service (MEAS) in July 2020.

The DMA at MEAS has recommended that the historic building record be commensurate with a level 2/3 record as specified in Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2016).

This report conforms to the guidelines specified in Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2016) & '*Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (Chartered Institute for Archaeologists, 2014).





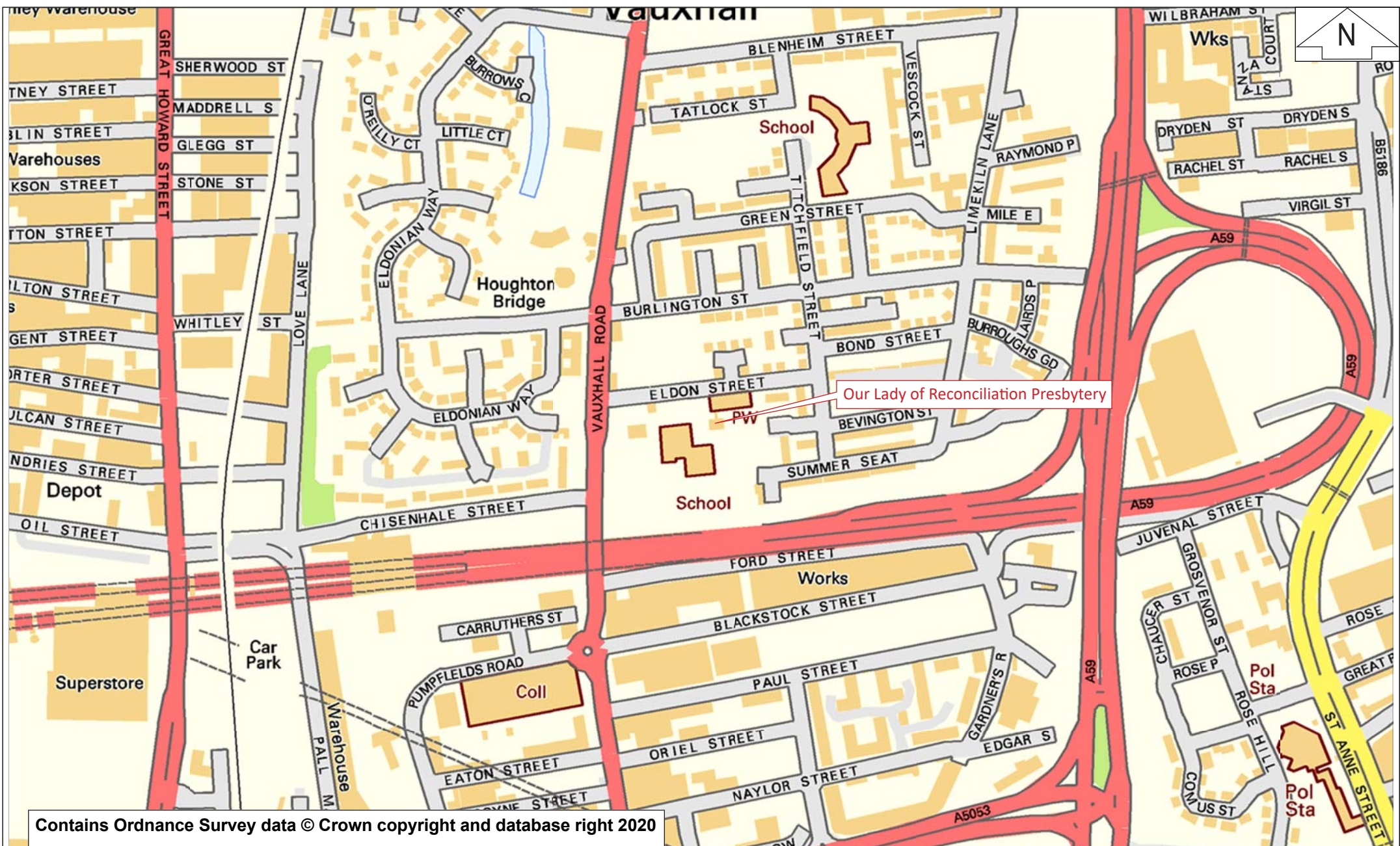
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**Figure 01:** Location of Our Lady Of Reconciliation De La Sallette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT. Scale 1:20,000 at A4.



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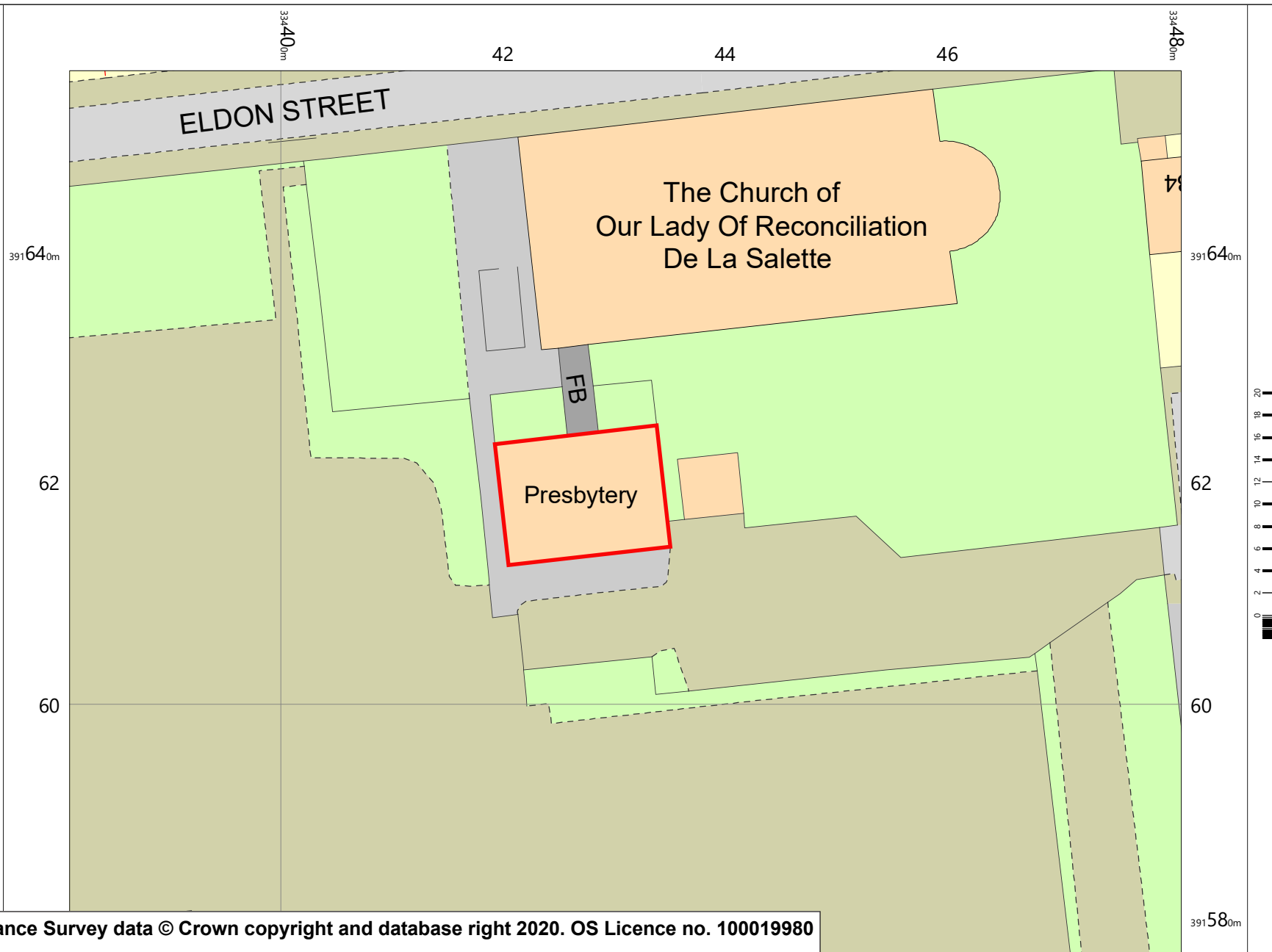


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**Figure 02:** Location of Our Lady Of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT. Scale 1:5,000 at A4.



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**Figure 03:** Location of Our Lady Of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT. Scale 1:500 at A4.

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## 2.0 PROJECT BACKGROUND

On 2<sup>nd</sup> February 1859 the foundation stone of the present grade II listed Our Lady of Reconciliation De La Salette RC church was laid by Dr Goss and the church, designed by Edward Welby Pugin and seating 800, was opened on the Feast of the Assumption, 15<sup>th</sup> August 1860. The church is located near the docks, and was one of several built for the rapidly-growing population of Irish immigrants. It later became a centre for Lithuanian immigrants, who presented the altar in the Lady Chapel. Originally a street separated the church and its later presbytery, with a raised covered walkway providing a link between the latter with the western gallery of the former.

Some of the earliest priests at the church were Belgian, a connection marked by the carved oak First World War memorial altar rails and the Stations of the Cross, both made in Belgium. The church was drastically re-ordered in the 1980s (according to Fr Dunne, Martin says 1970s), at which time the sanctuary furnishings were removed (the altar rails an exception), a suspended ceiling introduced in the nave, and the congregation turned round towards an altar placed in the south aisle. More recently (2004) these works have been reversed. While the church lost many features in the 1970s/80s re-ordering, the fine carved oak Belgian altar rails and hanging rood above are noteworthy survivals. The pews, granite font, timber altar table and lectern have all been brought into the church as part of the 2004 re-ordering. The sanctuary area is unfurnished except for the tabernacle mounted on a pedestal at its centre; the walls are lined with new panelling and hangings by Sister Antony Wilson's workshop. The 2004 reordering also involved the erection of an open timber screen at the west end to provide demarcation of this area as a gathering space, and a new sacristy and tea room under the western gallery (Merseyside Historic Environment Record).

The presbytery building is not shown on the 1:1,056 Ordnance Survey map of 1850 (figure 04) or on the 1:1,056 Ordnance Survey map of 1864 (figure 05) despite the associated church of Our Lady of Reconciliation De La Salette having been constructed at the time of the latter map. On both of these maps the location of the presbytery is shown as an area of terraced housing fronting on to Eldon Place.

By the production of the 1:2,500 Ordnance Survey map of 1893 (figure 06) the presbytery had been inserted into the middle of the terraced row of houses, having replaced three of the middle terraces. The church is also shown to the north and is divided from the presbytery by Back Eldon Street. The associated Our Lady's RC primary school is also depicted to the immediate west of the church building.

A cast iron date strap on the southern principle elevation of the presbytery reads 1879 and this corresponds with the available historic mapping.

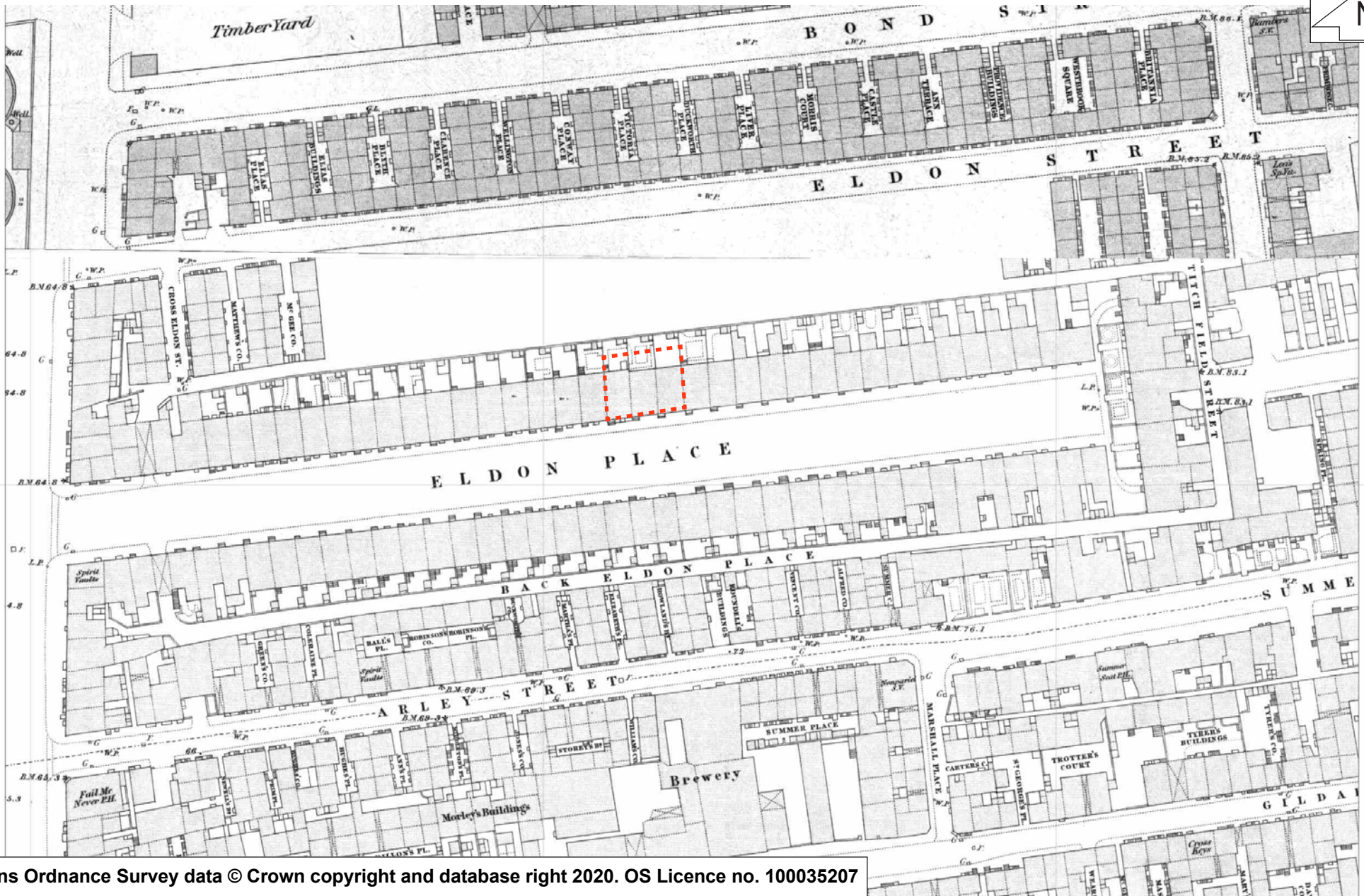
The 1:2,500 Ordnance Survey maps of 1908 and 1927 (figures 07 and 08 respectively) shows the area as unchanged from the 1893 map. However by the production of the 1:1,250 Ordnance Survey map of 1953 (figure 09) the three terraced houses to the immediate east of the presbytery had been demolished, as had several at the western limit of Eldon Place. Moreover, a footbridge had been constructed to the rear (north) of the building linking the presbytery with the church.

The 1:2,500 Ordnance Survey map of 1961 (figure 10) shows the area as unchanged, however by the 1:2,500 map of 1971 (figure 11) the terraced houses to the immediate west of the presbytery had been demolished, leaving only a limited row of ten terraces to the east. In addition a new Our Lady's RC primary school building is shown at the western limit of Eldon Place.

By the production of the 1:1,250 Ordnance Survey map of 1976 (figure 12) a new suite of buildings belonging to Our Lady's RC primary school had been constructed to the southwest of the presbytery, with playing fields to the south, thus incorporating the presbytery and church into the new complex.

The Our Lady's RC primary school buildings have now been demolished and the presbytery stands as an isolated, and now dilapidated building on Eldon Place.





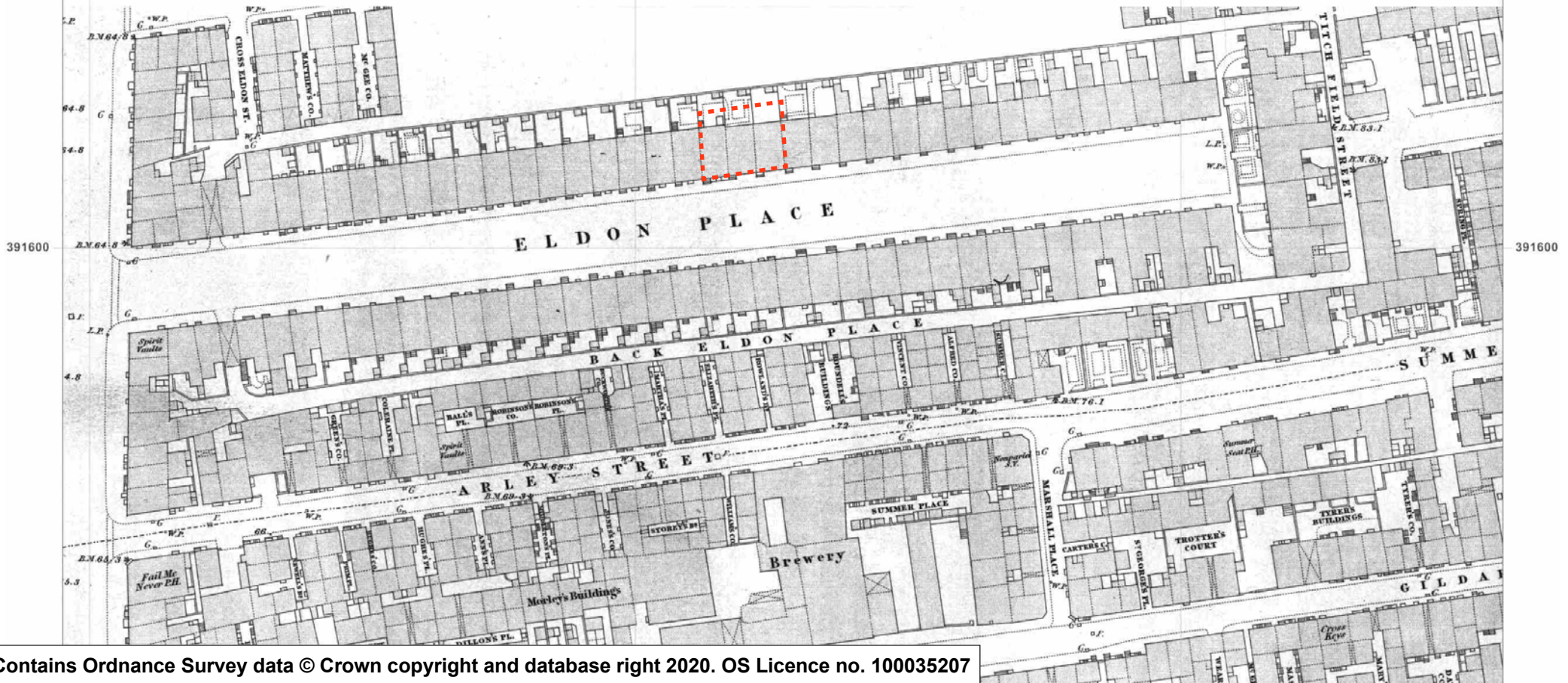
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**Figure 04:** Location of the Our Lady of Reconciliation Presbytery prior to its construction on the 1:1,056 Ordnance Survey map of 1850.



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**Figure 05:** Location of the Our Lady of Reconciliation Presbytery prior to its construction on the 1:1,056 Ordnance Survey map of 1864.



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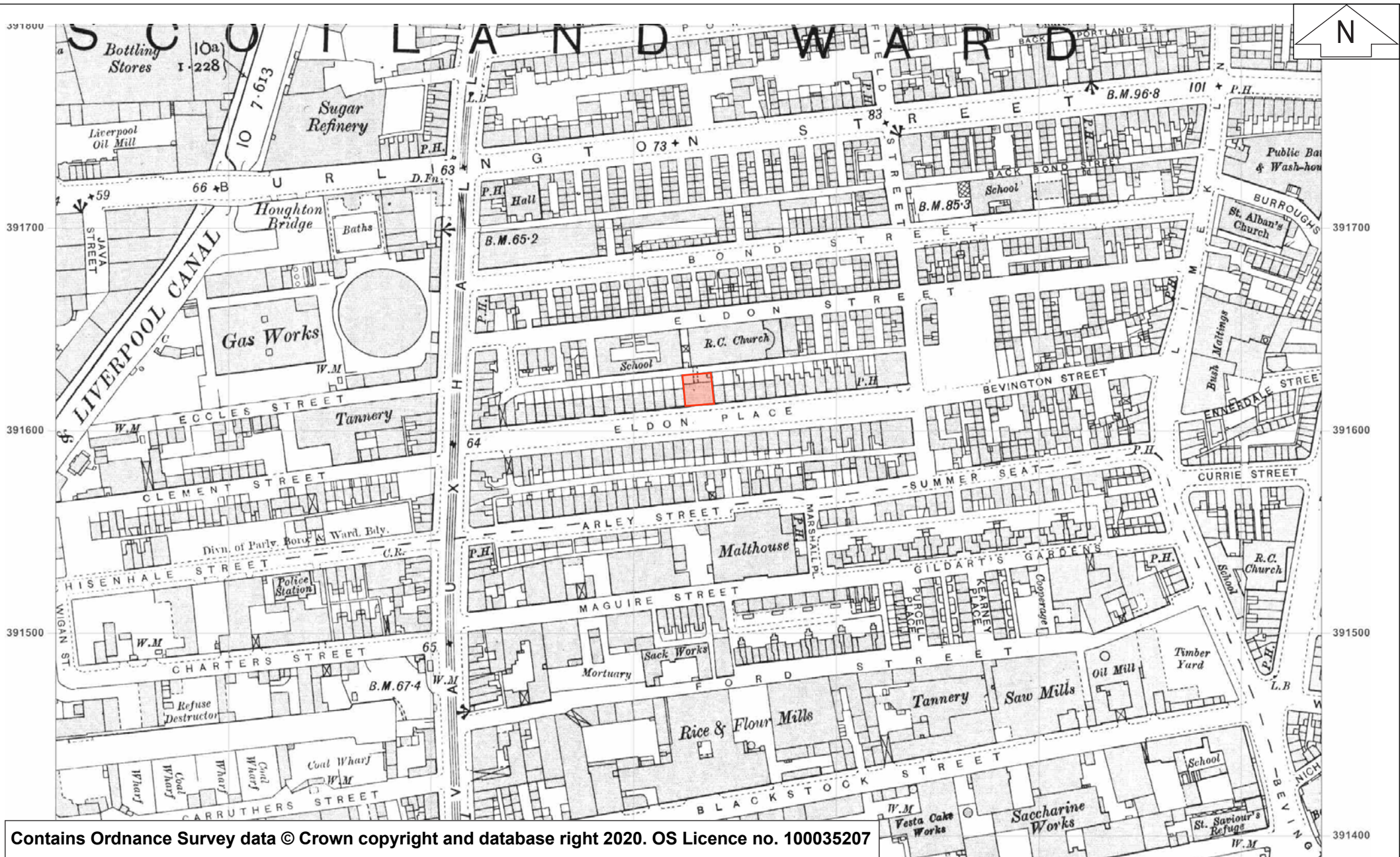
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**Figure 06:** Location of the Our Lady of Reconciliation Presbytery on the 1:2,500 Ordnance Survey map of 1893.



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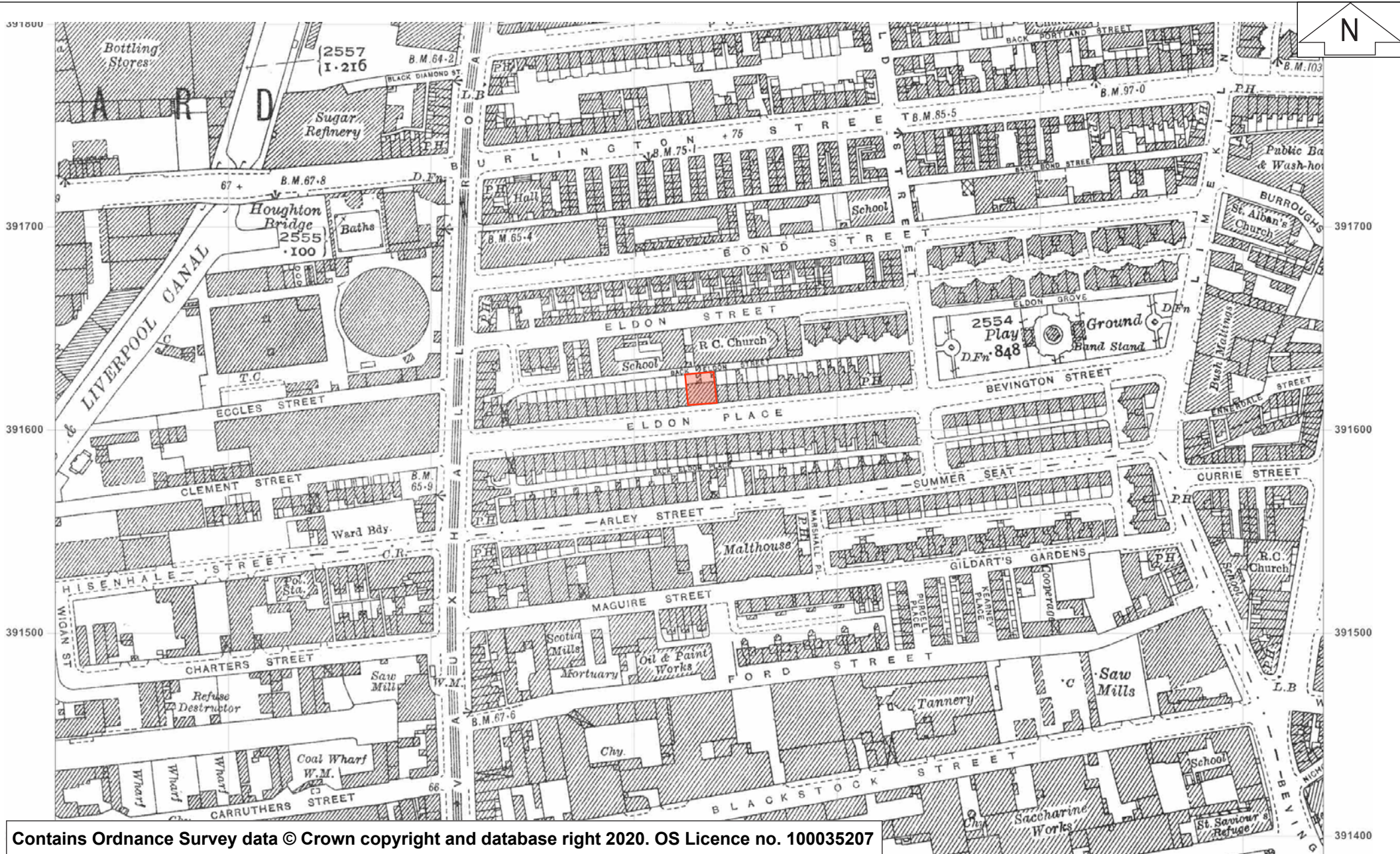
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**Figure 07:** Location of the Our Lady of Reconciliation Presbytery on the 1:2,500 Ordnance Survey map of 1908.

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**Figure 08:** Location of the Our Lady of Reconciliation Presbytery on the 1:2,500 Ordnance Survey map of 1927.



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**Figure 09:** Location of the Our Lady of Reconciliation Presbytery on the 1:1,250 Ordnance Survey map of 1953.

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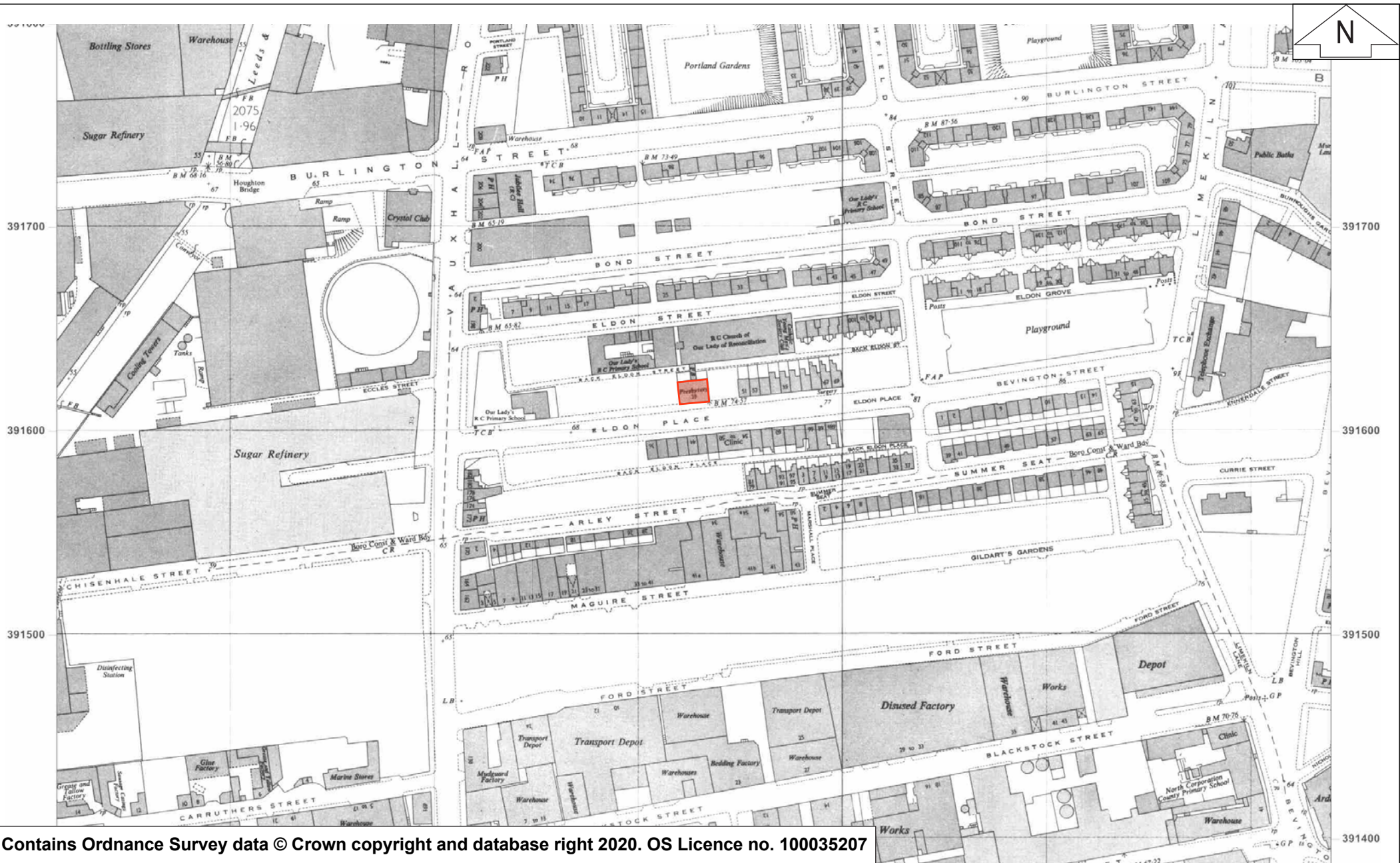
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**Figure 10:** Location of the Our Lady of Reconciliation Presbytery on the 1:2,500 Ordnance Survey map of 1961.



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**Figure 11:** Location of the Our Lady of Reconciliation Presbytery on the 1:2,500 Ordnance Survey map of 1971.



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**Figure 12:** Location of the Our Lady of Reconciliation Presbytery on the 1:1,250 Ordnance Survey map of 1976.

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## 3.0 REQUIREMENTS

### 3.1 Building Record

The requirements were for a historic building record of the former presbytery prior to demolition, however should observations or desk-based research suggest the potential for significant features to be encountered during the works, the archaeological contractor should make arrangements to undertake any appropriate supplementary recording work during the development. The DMA at MEAS had requested that the building record be roughly commensurate with the Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2016) **Level 2/3**.

Level 2/3 is an analytical record, and will comprise an introductory description followed by a systematic account of the building's origins, development and use. The record will include an 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.

The information contained in the record will for the most part have been obtained through an examination of the building itself. If documentary sources are used they are likely to be those most readily accessible, such as historic Ordnance Survey maps, trade directories, and other published sources. The record will not normally discuss the building's broader stylistic or historical context and importance at any length.

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

- written account: 1-3, 6-9, 11-13, 22
- drawings: 2
- photographs: 1-9



## **4.0 METHOD STATEMENT**

### **4.1 Level 2/3 Record**

#### **4.1.1 Written Account**

The written account will include:

- The building's precise location as a National Grid Reference and address form;
- A note of any statutory designation and non-statutory designation;
- The date of the record, name(s) of the recorder(s) and archive location;
- A summary of the building's form, function, date, and sequence of development.
- An introduction, setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, and any constraints which limited the achievement of objectives.
- Acknowledgements to all those who made significant contributions.
- A discussion of 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 and a critical evaluation of previous records of the building, where they exist.
- An account of the building's overall form and its successive phases of development, together with the evidence supporting this analysis.
- An account of the past and present uses of the building and its parts, with the evidence for these interpretations.
- Any evidence for the former existence of demolished structures or removed plant associated with the building.
- Full bibliographic and other references.

#### **4.1.2 Photographs**

The photographic record will include:

- A general view or views of the building;
- The building's external appearance. Typically a series of oblique views will show all external elevations of the building and give an impression of its size and shape;
- The overall appearance of the rooms to be altered.
- Any internal or external detail.
- Any machinery or other plant, or evidence for its former existence.
- Any dates or other inscriptions.
- Any building contents or ephemera which have a significant bearing on the building's history.
- Copies of maps, drawings, views and photographs present in the building and illustrating its development or that of its site.

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

#### **4.1.3 Drawings**

The drawn record will include:

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

## **4.2 Processing data, illustration, report and archiving**

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

- A copy of the design brief and agreed specification
- A site location plan
- A plan illustrating the location and direction of photographs
- Basic background and relevant historical, descriptive or analytical detail
- A full bibliography of sources consulted
- Illustrations, including plans and photographs, will be incorporated within the report.

## **5.0 DISSEMINATION AND ARCHIVING**

A project initiation form has been completed with the Oasis database prior to the commencement of fieldwork as part of the monitoring process by MEAS.

A full archive including plans, photographs, written material and any other material resulting from the project has been prepared. All plans, photographs and descriptions have been labelled, and cross-referenced, and will be deposited with the National Museums Liverpool (NML) within six months of the completion of the project.

Upon completion of the project copies of the report will be sent to the regional HER and the DMA at MEAS, as well as being lodged with the Oasis online database for long-term archiving.

## **6.0 DIGITAL DATA MANAGEMENT PLAN**

### **6.1 Type of study**

Level 2/3 historic building record of Our Lady of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT.

### **6.2 Types of data**

Photographs, digital text, annotated plans.

### **6.3 Format and scale of the data**

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

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

Annotated plans scanned as *.PDF* files.

As part of the recording work the following data was created:

- 176 digital photographs (TIF file)
- 1 photographic metadata file (.accdb file)
- 1 annotated floor plan (scanned as a PDF file)
- External and internal building descriptions (.txt file)

#### **6.4 Methodologies for data collection / generation**

Digital data will be collected / generated in line with recommendations made in the Chartered Institute for Archaeologists (CIfA) *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives* (2014. Rev 2020). Sections 3.3.1 and 3.3.3 are relevant:

*3.3.1 Project specifications, research designs or similar documents should include a project specific Selection Strategy and a Data Management Plan.*

*3.3.3 Project designs or schedules of works etc should outline the methodology used in recording all information, in order to demonstrate that all aspects of archive creation will ensure consistency; for instance in terminologies and the application of codes in digital data sets, highlighting relevant data standards where appropriate*

#### **6.5 Data quality and standards**

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

#### **6.6 Managing, storing and curating data.**

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

#### **6.7 Metadata standards and data documentation**

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

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

#### **6.8 Data preservation strategy and standards**

Long term data storage will be through the submission of digital (.PDF) reports to the regional Historic Environment Record (HER); submission of digital (.PDF) reports and a project completion form to the Oasis database; submission of the scanned (.PDF) archive, photographic plates (.TIF), and metadata (.xlsx) (.accdb) to the Archaeology Data Service (ADS); and retention of copies of all digital files at Aeon Archaeology on physical external hard drive and uploaded to the cloud.

## **6.9 Suitability for sharing**

All digital data will be placed within the public realm (through the channels in 6.8) except for where project confidentiality restricts the sharing of data. All data sets will be selected / discriminated by the Senior Archaeologist at Aeon Archaeology and written permission will be sought from all project specific Clients prior to the sharing of data.

## **6.10 Discovery by potential users of the research data**

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

## **6.11 Governance of access**

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

## **6.12 The study team's exclusive use of the data**

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

## **6.13 Restrictions or delays to sharing, with planned actions to limit such restrictions**

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

## **6.14 Regulation of responsibilities of users**

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

## **6.15 Responsibilities**

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

## **6.16 Organisational policies on data sharing and data security**

The following Aeon Archaeology policies are relevant:

- Aeon Archaeology Archive Deposition Policy 2019
- Aeon Archaeology Quality Assurance Policy 2019
- Aeon Archaeology Conflict of Interest Policy 2019
- Aeon Archaeology Outreach Policy 2019
- Aeon Archaeology Digital Management Plan 2020

## **7.0 METHODS AND TECHNIQUES**

The significance, origins and development of the site are discussed with reference to the available historical sources. A photographic record was made using a Canon DSLR 600D camera set to maximum resolution. The location and direction of photographs are shown on figures 13 and 18.

Existing architects' plans were utilised for the purpose of locating and orientating photographs. Photographic images were labeled with the subject, orientation and the date taken, and cross-referenced to a digital file.

## 8.0 BUILDING DESCRIPTION

The former Our Lady of Reconciliation Presbytery is a three and a half storey building with basement. There is a small enclosed yard to the rear with dark red brick wall and clad in grey render externally. To the south of the building is an expanse of cobbled stone paving which constituted the former road of Eldon Place.

It is a rectangular building orientated east to west, with the principal elevation to the south and fronting on to Eldon Place. Constructed from dark red brick bonded by Portland cement in an English garden wall bond, with a double pitched roof of grey slate and with grey ridge tiles. There are fluted rectangular chimney stacks straddling both roof pitches on each Gable; the easternmost has four red ceramic chimney pots and the western most has three. Both of these chimney stacks are constructed from dark red brick bonded by Portland cement. There are two further fluted rectangular chimney stacks, The first on the southern roof pitch to the east of centre and which carries four ceramic chimney pots; The second on the northern roof pitch to the west of centre and with three ceramic chimney pots. These stacks are also of dark redbrick bonded by Portland cement.

For the purposes of the historic building record the descriptions of the former presbytery have been sub-divided into external descriptions and internal descriptions of each room across the three and a half floors and basement level.

### External Description

#### *Primary elevation (Southern)*

On the southern roof pitch there are modern roof lights at the left and right hand ends respectively. To the left of centre of the roof pitch is a gabled dormer window with grey slate on the roof pitch, black painted wooden fascia and fixed single pane rectangular window. Beneath this is a black PVC gutter with black PVC downpipe to the right of centre.

Beneath the gutter is a chamfered sandstone string course, directly beneath which are three equally spaced double windows. Each of these has a grey painted stone sill with chamfered light red brick reveals. The second floor and first floor windows are separated by two string courses of dark grey brick.

At first floor level are three equally spaced double window openings with arched sandstone lintels, grey painted stone sills and light red, chamfered red brick reveals. The first floor and ground floor levels are again separated by two dark grey brick string courses. Between these and centred on the existing downpipe are the remains of a cast iron date strap from the former cast iron downpipe. This is rectangular in shape and painted white with the date 1879 in black painted numerals.

At ground floor level there is a single doorway to the left of centre with radiating light red brick voussoirs and chamfered light red brick jambs. The doorway has two transom windows in chamfered sandstone surround with a black painted, nine panel wooden door in black painted wooden frame and a threshold of light coloured conglomerate stone.

At the left-hand end at ground floor level is a double window opening with chamfered sandstone lintels, chamfered light red brick reveals and black painted, chamfered stone sills. To the right of the doorway opening is a single window opening with chamfered sandstone lintel, chamfered light red brick reveal and black painted, chamfered stone sill. At the right-hand end are three window openings with chamfered sandstone lintels, chamfered light red brick reveals and black painted, chamfered stone sills.

The lower seven brick courses have been painted black. At the left-hand end is a double window opening at basement level with black painted, chamfered sandstone lintel. To the immediate right of the entrance doorway is a small rectangular window opening with black painted sandstone lintel.

#### *The western gable*

The western gable is entirely clad in grey render apart from the chimney stacks. There is a deviation in the colour of the render at first floor level showing the former terraced houses that lay to the west of the presbytery.

#### *The northern elevation*

The northern elevation has a black PVC gutter with two centralised black PVC downpipes. At second floor level there is a double window opening at the right-hand end and two single window openings at the left-hand end, all with chamfered sandstone lintels, chamfered light red brick reveals and grey painted stone sills. The left-hand most window has a four pane sash window in white painted wooden frame.

At first floor level there is a double window opening at the right-hand end and a single window opening to the left of centre, all of which have chamfered sandstone lintels, chamfered light red brick reveals and a grey painted stone sills. At the left-hand end is a bricked up window with sandstone lintel which went out of use so that a connecting footbridge to the church could be constructed.

At ground floor level there is a double window opening at the right-hand end and a single window opening to the left of centre, all of which have chamfered sandstone lintels, chamfered light red brick reveals and black painted stone sills.

At the left-hand end and beneath the ground and first floors is the remains of a former entrance way which connected the Presbytery with the church via an elevated footbridge. The blocked up window above would suggest that this was not an original feature and was inserted. Beneath this former entrance is a single doorway opening with simple sandstone lintel, chamfered red brick jambs and is now boarded up.

To the left of centre at ground floor level is a chamfered sandstone lintel but the basement window is not visible, suggesting the ground floor level has been raised at this point.

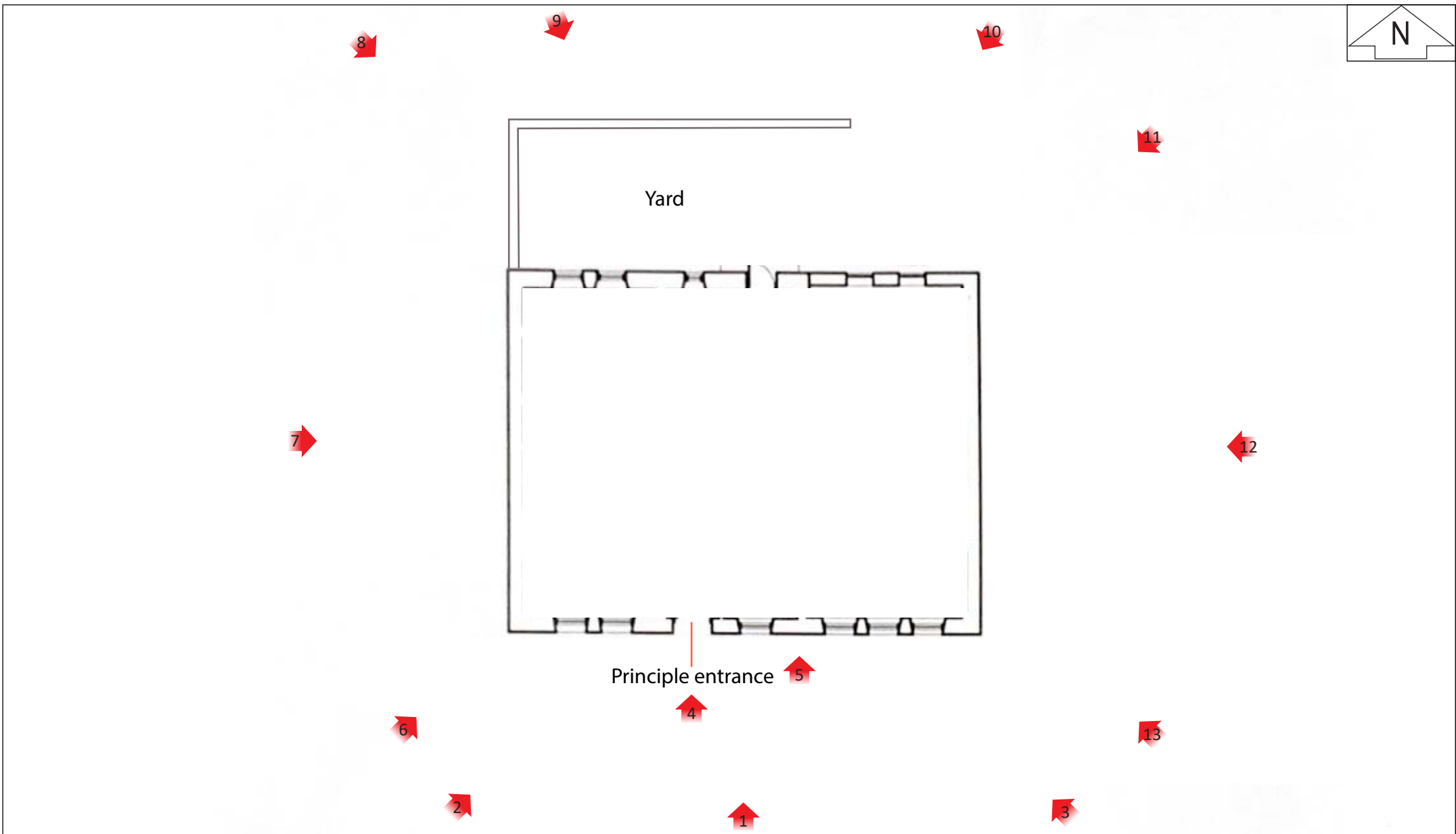
At the left-hand end of the northern elevation, it steps back. At second floor level there is a single window opening to the left and right of centre with chamfered sandstone lintel, chamfered light red brick reveals and grey painted stone sills. Both of these are four pane sash windows in white painted wooden frames. At first floor level there are two single window openings to the left and right of centre with chamfered sandstone lintel, chamfered light red brick reveals and grey painted stone sills.

The ground floor projects out with a mono pitch roof of grey slate, with a black PVC gutter and centralised black PVC downpipe. There are two equally spaced single window openings with chamfered sandstone lintels, chamfered light red brick reveals and black painted sandstone sills.

#### *The eastern gable*

At second floor level the gable is of exposed dark red brick bonded by Portland cement, but at first floor and ground floor levels this has been covered by grey render.





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**Figure 13:** External plan showing the location and orientation of photographic plates.  
Scale 1:100 at A4.

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**Plate 01:** Southern principle external elevation, from the south. Scale 1.0m.



**Plate 02:** Southern principle external elevation showing ground floor detail, from the southwest. Scale 1.0m.





**Plate 03:** Southern principle external elevation showing ground floor detail, from the southeast. Scale 1.0m.



**Plate 04:** Southern principle external elevation showing ground floor entrance, from the south. Scale 1.0m.





**Plate 05:** Principle southern external elevation showing date strap, from the south.



**Plate 06:** Southern and western external elevations, from the southwest. Scale 1.0m.



**Plate 07:** Western external elevation, from the west.





**Plate 08:** Western and northern external elevations, from the northwest. Scale 1.0m.



**Plate 09:** Northern external elevation, from the north-northwest. Scale 1.0m.





**Plate 10:** Northern external elevation, from the north-northeast. Scale 1.0m.



**Plate 11:** Northern and eastern external elevations, from the northeast. Scale 1.0m.



**Plate 12:** Eastern external elevation, from the east. Scale 1.0m.





**Plate 13:** Eastern and southern external elevations, from the southeast. Scale 1.0m.

## **Internal Description**

### **Basement Level**

#### *Room B1*

A rectangular room orientated east to west and measuring 3.0m in length by 1.0m in width. The ceiling is plastered and painted white with a single centralised fluorescent light fitting. The walls are all of exposed brick painted white. The northern elevation has a single doorway opening at the left hand end permitting access to room B6, but without door and frame. At the right-hand end the staircase alights to the ground floor, but the steps are now completely covered in rubble. The eastern elevation has a single doorway opening at the right-hand end which permits access to room B2, now without door but a dark stained frame remains.

In the southern elevation there is a single doorway opening to the left of centre that permits access to room B3, now without door and frame. At the right-hand end there is a single doorway opening which permits access to room B4, now without door but a dark stained frame remains. The western elevation has a centralised single doorway opening permitting access to room B5 but without frame and door. The floor is of crushed rubble and earth.

This room functioned as the basement landing.

#### *Room B2*

A rectangular room orientated north to south and measuring 4.0m in length by 3.0m in width. The ceiling is plastered and painted white with a single centralised fluorescent light fitting. The walls are all of exposed brick painted white. The northern elevation is featureless. The eastern elevation has the modern boiler at the left-hand end and at the right-hand end is a rectangular cast-iron oil tank on a red brick plinth. In the centre of the elevation is a red brick built furnace base.

The southern elevation has two centralised single window openings of two pane sash windows, in dark painted wooden frames but which are now boarded up. The western elevation has a single doorway opening to the right of centre permitting access to room B1, now without door but with a dark stained frame. The floor is of crushed rubble and earth.

This room functioned as the boiler and furnace room for the central heating and hot water for the presbytery.

#### *Room B3*

A rectangular room orientated north to south and measuring 2.4m in length by 1.4m in width. The ceiling is plastered and painted white with a single centralised modern light fitting. The walls are of exposed brick painted white. The northern elevation has a single doorway opening at the left-hand end permitting access to room B1, but now without door and frame. The eastern elevation has nine cold storage shelves of stone slabs supported on two red brick piers which have been painted white. The southern elevation is featureless. The western elevation is featureless. The floor is of crushed rubble and earth.

This room originally functioned as a cellar pantry for the cold storage of consumables.

#### *Room B4*

A rectangular room orientated north to south and measuring 2.4m in length by 1.0m in width. The ceiling is a barrel vaulted roof of exposed red brick, and the walls are all of exposed red



brick. The northern elevation has a single centralised doorway permitting access to room B1, but now without door but a dark stained frame remains. The eastern elevation is featureless. The southern elevation has a centralised concrete coal chute which is accessed from the southern elevation. The western elevation is featureless. The floor is of laid red brick.

This room originally functioned as the coal bunker to supply the heating furnace in room B2.

#### *Room B5*

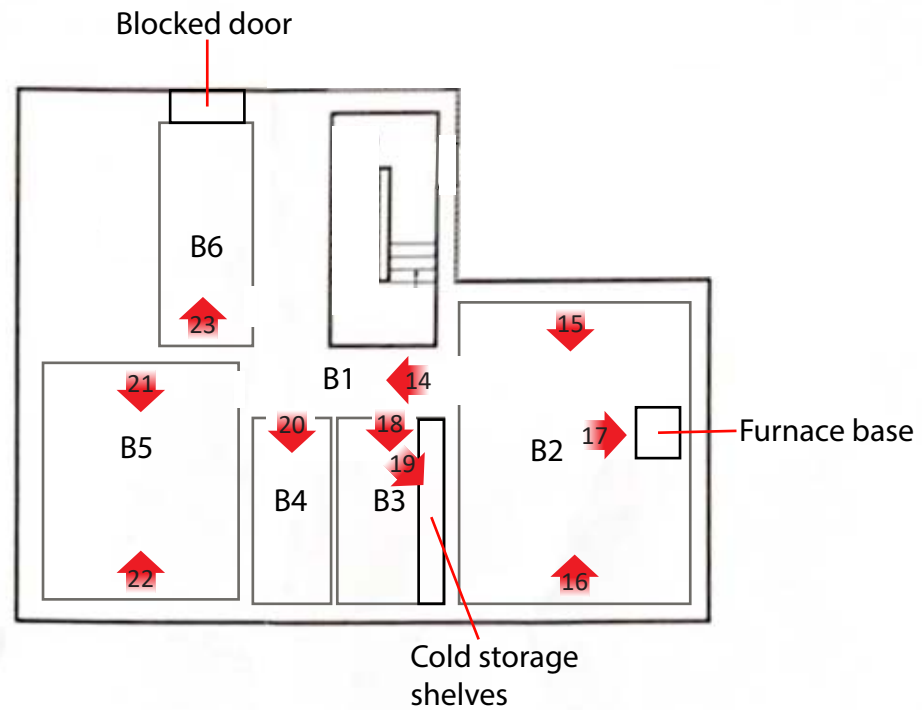
A rectangular room orientated north to south and measuring 3.1m in length by 2.6m in width. The ceiling is plastered and painted white with a single modern electric light fitting. There are two steel girders running north to south and dividing the ceiling into three bays, these rest upon four steel uprights. The walls are all exposed red brick painted white. The northern elevation is featureless. The eastern elevation has a single doorway opening at the left-hand end permitting access to room B1. The southern elevation has two centralised single window openings consisting of two pane sash windows in dark painted wooden frames, but now boarded up. The western elevation has two centralised brick piers supporting the chimney stack above. The floor is of rubble and earth with a high quantity of cinder.

The original function of this room is unclear, however a high quantity of cinder within the floor would suggest an overflow coal bunker to room B4.

#### *Room B6*

A rectangular room orientated north to south and measuring 3.0m in length by 1.2m in width. The ceiling is of corrugated metal and the walls are of exposed brick painted white. The northern elevation has a single doorway opening with sandstone lintel but has been blocked up with red brick. The eastern elevation has a single doorway opening at the right-hand end permitting access to room B1 but without door. The southern and western elevation is featureless. The floor is of crushed rubble and earth.

This room likely originally functioned as a storage room.



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**Figure 14:** Basement plan showing the location and orientation of photographic plates.  
Scale 1:100 at A4.

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**Plate 14:** Cellar B1, from the east. Scale 1.0m.



Plate 15: Cellar B2, from the north. Scale 1.0m.





Plate 16: Cellar B2, from the south. Scale 1.0m.



**Plate 17:** Cellar B2 showing former furnace base, from the west. Scale 1.0m.



Plate 18: Cellar B3, from the north. Scale 1.0m.





**Plate 19:** Cellar B3 showing cold storage shelves, from the northwest.



**Plate 20:** Cellar B4 showing coal chute and barrel vaulted roof, from the north. Scale 1.0m.



Plate 21: Cellar B5, from the north. Scale 1.0m.





**Plate 22:** Cellar B5, from the south. Scale 1.0m.



**Plate 23:** Cellar B6, from the south.

## **Ground Floor**

### *Entrance hallway*

A rectangular room orientated north to south and measuring 2.3m in length by 1.0m in width. The ceiling and walls are all plastered and painted white with a centralised pendulum light fitting. The southern elevation has a single doorway opening permitting access to the front of the property via a nine panel wooden door in white painted wooden frame with two rectangular transom windows above. The western elevation has a white painted wooden skirting board, but apart from this is featureless.

The northern elevation has a single doorway opening, now without door, permitting access to the ground floor lobby and set within white painted wooden frame with three rectangular transom windows above. The eastern elevation has a single doorway opening to the left of centre, now without outdoor, and permitting access to Store 1. There is a white painted wooden skirting board but this elevation is otherwise featureless.

The floor steps upward in the centre heading north and is of white, green and black ceramic tesserae in a geometric style.

### *Store 1*

A rectangular room orientated north to south and measuring 2.3m in length by 1.4m in width. The ceiling and walls are all plastered and painted white with a single centralised electric pendulum light fitting. There is a simple white painted plaster cornice throughout.

The northern elevation has a single centralised doorway opening permitting access to the ground floor lobby, but now without door and frame. The eastern elevation has a centralised projecting chimney breast with centralised fireplace, consisting of a simple white painted wooden mantle and surround, and with fireplace boarded up. The southern elevation has a single centralised recessed window with white painted wooden frame.

The western elevation has a single doorway opening to the right of centre permitting access to the ground floor hallway, but now without door and frame.

At floor level the skirting board has been removed revealing the dark red brick masonry behind. The floor is of wooden floorboards running north-south.

This room most likely functioned as a reception room.

### *Ground floor lobby*

A rectangular room orientated east to west and measuring 2.6m in length by 1.6m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are plastered with a white painted paper with wooden panelling effect in the lower half.

The northern elevation has a single doorway opening at the left-hand end permitting access to the WC, but now without door and frame. To the right of centre is the main stairwell however the ground floor staircase has been removed to prevent illegal access. The eastern elevation has a single doorway at the left-hand end permitting access to the ground floor kitchen, now without door and frame. At the right hand end is a single doorway permitting access to Office 2, but now without door and frame.



The southern elevation has a single doorway opening to the left of centre permitting access to Store 1, but now without door and frame. To the right of centre is a single doorway opening permitting access to the entrance hall, but now without door, however the white painted door frame with three transom windows above remains. The western elevation has a single doorway at the left-hand end permitting access to Office 1 but now without door and frame. At the right-hand end is a single doorway opening permitting access to Store 2, now without door and frame.

At floor level there is a simple white painted wooden skirting board. The floor is of exposed chipboard panels.

### *Office 1*

A rectangular room orientated north to south and measuring 3.1m in length by 2.5m in width. The ceiling and walls are all papered and painted white. There is a single centralised electric pendulum light fitting. There is a simple white painted plaster cornice with simple white painted wooden picture rail beneath. The northern elevation is featureless.

The eastern elevation has a single doorway at the left-hand end permitting access to the lobby, now without door and frame. The southern elevation has two centralised recessed window openings, now boarded up, within white painted wooden frames.

The western elevation has a centralised projecting chimney breast with centralised fireplace, consisting of slate mantle, marble surround, green ceramic insert, cast iron fireplace with brass hood, light green ceramic hearth and green ceramic fender. To the left of this are two fixed wooden shelves. The skirting board has been removed and the floor is of wooden boards orientated north to south.

This room likely originally functioned as the parlour or dining room.

### *Office 2*

A rectangular room orientated north to south and measuring 4.0m in length by 3.0m in width. The ceiling is papered and painted white with a centralised plaster ceiling rose with egg and acanthus outer border, floral inner ring and acanthus boss, from which a singular pendulum light fitting hangs. The walls are all plastered and painted white with a simple plaster cornice and white painted wooden picture rail throughout.

The northern elevation has a centralised arched recess but is otherwise featureless. The eastern elevation has a centralised projecting chimney breast with centralised fireplace. This fireplace consists of a slate mantle, green and grey marble surround, red ceramic insert, cast iron fireplace with brass hood, red ceramic hearth and a red ceramic fender. To the left and right of this are two arched recesses.

The southern elevation has three equally spaced, recessed window openings, now blocked up, and within white painted wooden frames. The western elevation has a single doorway opening at the right-hand end permitting access to the lobby, now without frame and door. The skirting board has been removed throughout and the floor is of wooden boards orientated north-south.

This room likely originally functioned as the parlour or dining room.

## *Store 2*

A rectangular room orientated north to south and measuring 3.0m in length by 2.6m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting.

The walls are all papered and painted white. The northern elevation has two centralised, recessed window openings, now boarded up, in simple white painted wooden frames. The eastern elevation has a single doorway opening at the left-hand end permitting access to the stairwell, now without door and in white painted wooden frame. At the right-hand end is a single doorway opening permitting access to the lobby, now without door and frame.

The southern elevation is featureless. The western elevation has a projecting chimney breast with a recessed shelf, however this was probably the old oven for the kitchen. To the left and right of the chimney breast are fixed shelving units. There is a simple white painted wooden skirting board throughout and the floor is of concrete.

This room likely originally functioned as the kitchen.

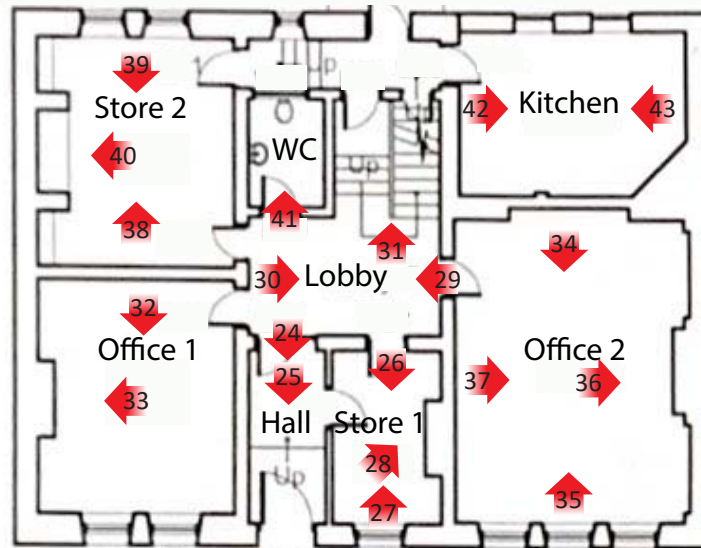
## *Ground floor WC*

A rectangular room orientated north to south and measuring 1.4m in length by 1.0m in width. The ceiling and walls are all plastered and painted white with a single centralised electric light fitting. The northern elevation has a 12 pane inward opening casement window in white painted metal frame, with modesty glass. Beneath this is a centralised white porcelain toilet. The eastern elevation is featureless.

The southern elevation has a single doorway opening permitting access to the lobby, now without door and frame. The western elevation has a fixed white ceramic hand basin to the right of centre but is otherwise featureless. There is a simple white painted wooden skirting board throughout and the floor is of red ceramic quarry tiles.

## *Kitchen*

A rectangular room orientated east to west and measuring 3.0m in length by 2.2m in width. The ceiling is plastered and painted white with a single centralised fluorescent light fitting. The walls are papered and painted white in the upper half with a cream ceramic tile beneath. The northern elevation has two equally spaced single window openings, now boarded up. These are in simple white painted wooden frames. The eastern elevation is featureless. The southern elevation is featureless. The western elevation has a single doorway opening at the right-hand end, permitting access to the stairwell, but now without door and in simple white painted wooden frame. The floor is of red quarry tiles.



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**Figure 15:** Ground floor plan showing the location and orientation of photographic plates. Scale 1:100 at A4.

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Plate 24: Ground floor Hallway, from the north. Scale 1.0m.



**Plate 25:** Ground floor Hallway showing tiled floor, from the north.



**Plate 26:** Ground floor Store 1, from the north. Scale 1.0m.





**Plate 27:** Ground floor Store 1, from the south. Scale 1.0m.



**Plate 28:** Ground floor Store 1 showing fireplace, from the southwest. Scale 1.0m.



**Plate 29:** Ground floor Lobby, from the east. Scale 1.0m.





**Plate 30:** Ground floor Lobby, from the west. Scale 1.0m.



**Plate 31:** Ground floor Stairwell, from the south.



**Plate 32:** Ground floor Office 1, from the north. Scale 1.0m.





**Plate 33:** Ground floor Office 1 showing fireplace, from the east. Scale 1.0m.



**Plate 34:** Ground floor Office 2, from the north. Scale 1.0m.



**Plate 35:** Ground floor Office 2, from the south. Scale 1.0m.





**Plate 36:** Ground floor Office 2 showing fireplace, from the west. Scale 1.0m.



**Plate 37:** Ground floor Office 2 showing plaster ceiling rose, from the west.



**Plate 38:** Ground floor Store 2, from the south. Scale 1.0m.



**Plate 39:** Ground floor Store 2, from the north. Scale 1.0m.





**Plate 40:** Ground floor Store 2 showing blocked up fireplace, from the east. Scale 1.0m.



**Plate 41:** Ground floor WC, from the south. Scale 1.0m.



**Plate 42:** Ground floor Kitchen, from the west. Scale 1.0m.



**Plate 43:** Ground floor Kitchen, from the east. Scale 1.0m.



## **First Floor**

### *Landing*

A rectangular room orientated east to west and measuring 3.5m in length by 1.6m in width. The ceiling is plastered and painted white with a single centralised modern electric light fitting. The walls are papered and painted white with wood panel effect below. There is a simple white painted plaster cornice throughout.

The northern elevation has a single doorway opening at the left-hand end permitting access to the first floor WC, now without door and frame. Towards the centre of the elevation is the stairwell, which permits access to the ground floor and second floor levels respectively, with simple wooden treads and risers, a simple dark stained wooden handrail, turned newel posts and balusters. At the right-hand end is a single four pane sash window, in white painted wooden frame.

The eastern elevation has a single doorway opening at the left-hand end permitting access to the first floor Store, now without frame and door. The southern elevation has a single doorway opening at the left hand permitting access to room 11, now without frame and door. In the centre of the elevation is a single doorway opening permitting access to room 10, now without frame and door. The western elevation has a single doorway opening at the left-hand end permitting access to room 8, now without frame and door. At the right-hand end is a single doorway opening permitting access to room 9, now without frame and door.

The skirting board has been removed throughout. The floor is of wooden boards orientated east to west.

### *Room 8*

A rectangular room orientated north to south and measuring 3.3m in length by 2.5m in width. The ceiling is papered and painted white with a single centralised modern electric light fitting. The walls are all papered and painted white with a simple white painted plaster cornice above and white painted wooden picture rail below. The northern elevation is featureless.

The eastern elevation has a single doorway opening at the left-hand end permitting access to the landing, now without door and frame. The southern elevation has two centralised four pane sash windows, in simple white painted wooden frames. The western elevation has a centralised projecting chimney breast, but without fireplace. To the left and right of the chimney breast are shallow arched recesses. The skirting board has been removed. The floor is of wooden boards orientated north to south.

This room would have originally been a bedroom.

### *Room 9*

A rectangular room orientated north to south and measuring 3.0m in length by 2.5m in width. The ceiling is plastered and painted white with a single centralised modern electric light fitting. The walls are all papered and painted white with a simple white painted plaster cornice above and white painted wooden picture rail beneath. The northern elevation has two recessed centralised, four pane sash windows set within white painted wooden frames.

The eastern elevation has a single doorway opening at the right hand end that permits access to the first floor landing, now without door and frame. The southern elevation is featureless. The western elevation has a centralised projecting chimney breast with centralised fireplace consisting of white painted wooden mantle and surround, green ceramic insert, cast iron

fireplace with brass hood and green ceramic hearth. To the left of this is a shallow arched recess.

There is a simple green and white painted wooden skirting board and the floor is of wooden boards orientated north to south, in places cream coloured ceramic tiles persist on the floor and walls, as well as the remains of an oven and pipework associated with a former kitchen.

This room would have originally been a bedroom.

#### *Room 10*

A square room measuring 2.4m in length and width. The ceiling is papered white with a single centralised electric pendulum light fitting. The walls are all plastered and painted white, with a simple white painted plaster cornice above. The northern elevation has a single doorway opening to the right of centre permitting access to the landing, now without frame and door.

The eastern elevation has a centralised projecting chimney breast with centralised fireplace consisting of white painted wooden mantle, white painted wooden surround and insert, cast iron fireplace and simple stone hearth. The southern elevation has two centralised window openings, now without glass and boarded up, but seemingly of four pane sash windows in white painted wooden frames. The western elevation is featureless.

The skirting board has been removed throughout. The floor is of wooden boards orientated east to west.

This room would have originally been a bedroom.

#### *Room 11*

A rectangular room orientated east to west and measuring 3.0m in length by 2.3m in width. The ceiling is plastered and painted white with a single centralised modern electric light fitting. The walls are papered and painted white, with a white painted plaster cornice above and a white painted wooden picture rail below. The northern elevation has a single doorway opening at the left-hand end permitting access to the landing, now without frame and door. At the right-hand end is a single doorway opening permitting access to the first floor store, now without frame and door.

The eastern elevation has an arched recess at the right hand but is otherwise featureless. The southern elevation has two centralised eight pane sash windows in simple white painted wooden frames. The western elevation is featureless. The skirting board has been removed throughout and the floor is of wooden boards orientated north to south.

This room would have originally been a bedroom.

#### *First floor store*

A rectangular room orientated east to west and measuring 2.2m in length by 1.3m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are papered and painted white with a simple white painted plaster cornice above. The northern elevation has a single four pane sash window to the right of centre, set within simple white painted wooden frame. The eastern elevation has a chimney breast on the left angle, with a centralised fireplace consisting of white painted wooden mantle and surround, simple cast iron insert and stone hearth.

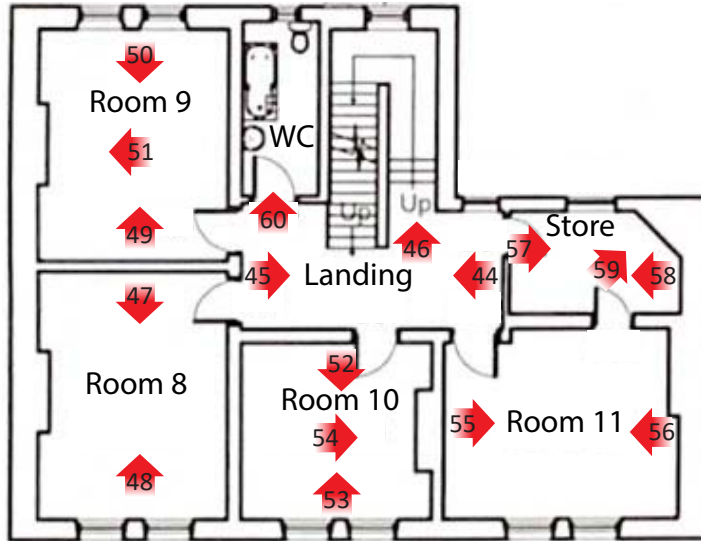
The southern elevation has a single doorway opening to the left of centre permitting access to Room 11, now without frame and door. The western elevation has a single doorway opening at the right-hand end permitting access to the landing, now without frame and door. The skirting board has been removed throughout. The floor is of wooden boards orientated north to south.

This room would have originally been a bedroom or study.

### *Bathroom*

A rectangular room orientated north to south and measuring 2.3m in length by 1.0m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are plastered and painted white in the upper half, with white ceramic tiles beneath. The northern elevation has a single centralised recessed two pane sash window, in white painted wooden frame beneath which, and at the right-hand end is a white ceramic toilet.

The eastern elevation has some fixed cabinets at the right-hand end but is otherwise featureless. The southern elevation has a single doorway opening at the right-hand end permitting access to the first floor landing, now without door and frame. The western elevation has two fixed modern shower cubicles but is otherwise featureless. The floor is of wooden laminate.



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**Figure 16:** First floor plan showing the location and orientation of photographic plates. Scale 1:100 at A4.

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**Plate 44:** First Floor Landing, from the east. Scale 1.0m.



**Plate 45:** First Floor Landing, from the west. Scale 1.0m.



**Plate 46:** First Floor Stairwell, from the south. Scale 1.0m.



**Plate 47:** First Floor Room 8, from the north. Scale 1.0m.





**Plate 48:** First Floor Room 8, from the south. Scale 1.0m.



**Plate 49:** First Floor Room 9, from the south. Scale 1.0m.



**Plate 50:** First Floor Room 9, from the north. Scale 1.0m.



**Plate 51:** First Floor Room 9 showing fireplace, from the east. Scale 1.0m.





**Plate 52:** First Floor Room 10, from the north. Scale 1.0m.



**Plate 53:** First Floor Room 10, from the south. Scale 1.0m.



**Plate 54:** First Floor Room 10 showing fireplace, from the west. Scale 1.0m.



**Plate 55:** First Floor Room 11, from the west. Scale 1.0m.





**Plate 56:** First Floor Room 11, from the east. Scale 1.0m.



**Plate 57:** First Floor Store, from the west. Scale 1.0m.



**Plate 58:** First Floor Store, from the east. Scale 1.0m.



**Plate 59:** First Floor Store showing fireplace, from the southwest. Scale 1.0m.





Plate 60: First Floor WC, from the south. Scale 1.0m.

## **Second Floor**

### *Landing*

A rectangular room orientated east to west and measuring 3.5m in length by 1.6m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are all papered and painted white with mock wood panelling effect below. There is a simple white painted plaster cornice throughout.

The northern elevation has a single doorway opening at the left-hand end permitting access to the second floor WC, now without door and frame. In the centre of the elevation is the stairwell which alights to the third floor and descends to the first floor, with simple wooden treads and risers, a simple dark stained wooden handrail, turned newel posts and balusters. At the right-hand end of the elevation is a single window in white painted wooden frame, but now boarded up.

The eastern elevation has a single doorway opening at the left-hand end permitting access to the second floor Store, now without door and frame. The southern elevation has a single doorway opening at the left-hand end permitting access to Room 4, now without door and frame. In the centre of the elevation is a single doorway opening permitting access to Room 3, now without frame and door.

The western elevation has a single doorway opening at the left-hand end which permits access to Room 1, now without frame and door. There is a second door at the right-hand end permitting access to Room 2 but also without frame and door. The skirting board has been removed throughout and the floor is of wooden boards orientated north to south.

### *Room 1*

A rectangular room orientated north to south and measuring 3.2m in length by 2.5m in width. The ceiling is plastered and painted white with a single centralised modern electric light fitting. The walls are all plastered and painted white with a simple white painted plaster cornice above. The northern elevation is featureless.

The eastern elevation has a single doorway opening at the left-hand end permitting access to the landing, now without door and frame. The southern elevation has two centralised four pane sash windows, in simple white painted wooden frames. The western elevation has a centralised projecting chimney breast with a centralised fireplace consisting of a black ceramic mantelpiece, light grey ceramic surround, faux aluminium insert and light grey ceramic hearth. Apart from this the elevation is featureless. The skirting board has been removed. The floor is of wooden boards orientated north to south.

This room would have originally been a bedroom.

### *Room 2*

A rectangular room orientated north to south and measuring 3.0m in length by 2.5m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are plastered and painted white with a simple white painted plaster cornice above. The northern elevation has two recessed centralised, four pane sash windows set within white painted wooden frames.

The eastern elevation has a single doorway opening at the right hand that permits access to the second floor landing, now without door and frame and at the left-hand end there is a white ceramic pedestal hand basin. The southern elevation is featureless. The western elevation has

a centralised projecting chimney breast with centralised fireplace consisting of a light brown marble one piece mantle and surround in art deco style, with a hearth in matching light brown marble.

The skirting boards have been removed throughout and the floor is of wooden boards orientated north to south.

This room would have originally been a bedroom.

### *Room 3*

A square room orientated north to south and measuring 2.5m in length and width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are all papered and painted white, with a simple white painted plaster cornice above. The northern elevation has a single doorway opening to the right of centre permitting access to the landing, now without frame and door.

The eastern elevation has a centralised projecting chimney breast with centralised fireplace consisting of white painted wooden mantle, white painted wooden surround, black painted insert, cast iron fireplace and a simple stone hearth. The southern elevation has two centralised window openings, now boarded up, of four pane sash in white painted wooden frames. The western elevation is featureless.

The skirting board has been removed throughout. The floor is of wooden boards orientated east to west.

This room would have originally been a bedroom.

### *Room 4*

A rectangular room orientated east to west and measuring 3.0m in length by 2.3m in width. The ceiling is papered and painted white with a single centralised modern electric pendulum light fitting. The walls are papered and painted white, with a white painted plaster cornice above. The northern elevation has a single doorway opening at the left-hand end permitting access to the landing, now without frame and door. At the right-hand end is a single doorway opening permitting access to the second floor Store, now without frame and door.

The eastern elevation has a fireplace at the left-hand end consisting of a white painted wooden mantle, white painted wooden surround, black painted insert, cast iron fireplace and a simple stone hearth. The southern elevation has two centralised four pane sash windows in simple white painted wooden frames. The western elevation is featureless. The skirting board has been removed throughout and the floor is of wooden boards orientated north to south.

This room would have originally been a bedroom.

### *Store*

A rectangular room orientated east to west and measuring 2.3m in length by 1.3m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are papered and painted white with a simple white painted plaster cornice above. The northern elevation has a single four pane sash window to the right of centre, set within simple white painted wooden frame. The eastern elevation has a chimney breast on the left angle, with a centralised fireplace consisting of white painted wooden mantle and surround, simple cast iron insert and stone hearth.

The southern elevation has a single doorway opening to the left of centre permitting access to Room 4 but now without frame and door. The western elevation has a single doorway opening at the right-hand end permitting access to the landing, now without frame and door. The skirting board has been removed throughout and the floor is of wooden boards orientated north to south.

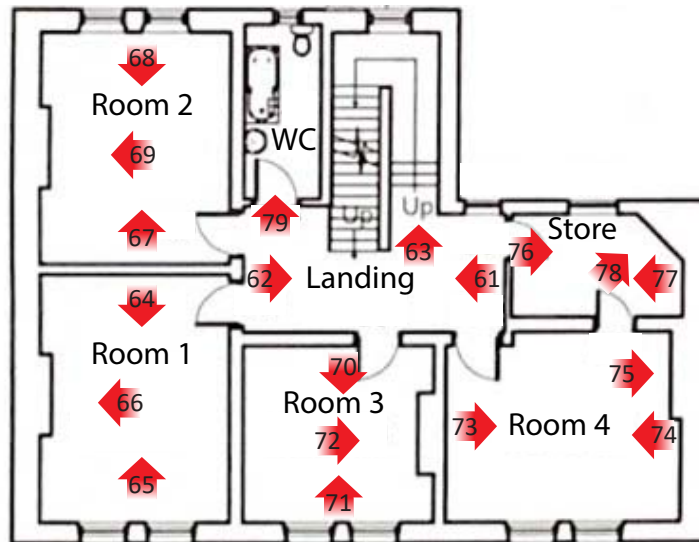
This room would have originally been a bedroom or study.

### *Bathroom*

A rectangular room orientated north to south and measuring 2.3m in length by 1.0m in width. The ceiling is plastered and painted white with a single centralised electric pendulum light fitting. The walls are plastered and painted white. The northern elevation has a single centralised recessed two pane sash window, in white painted wooden frame beneath which, and at the right-hand end is a white ceramic toilet.

The eastern elevation has some fixed cabinets at the right-hand end but is otherwise featureless. The southern elevation has a single doorway opening at the right-hand end permitting access to the second floor landing, now without door and frame. The western elevation has two fixed modern shower cubicles but is otherwise featureless. The floor is of wooden laminate.





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**Figure 17:** Second floor plan showing the location and orientation of photographic plates. Scale 1:100 at A4.

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**Plate 61:** Second Floor Landing, from the east. Scale 1.0m.



**Plate 62:** Second Floor Landing, from the west. Scale 1.0m.



**Plate 63:** Second Floor Stairwell, from the south. Scale 1.0m.





**Plate 64:** Second Floor Room 1, from the north. Scale 1.0m.



**Plate 65:** Second Floor Room 1, from the south. Scale 1.0m.



**Plate 66:** Second Floor Room 1 showing fireplace, from the east. Scale 1.0m.



**Plate 67:** Second Floor Room 2, from the south. Scale 1.0m.





**Plate 68:** Second Floor Room 2, from the north. Scale 1.0m.



Plate 69: Second Floor Room 2 showing fireplace, from the east. Scale 1.0m.



**Plate 70:** Second Floor Room 3, from the north. Scale 1.0m.



**Plate 71:** Second Floor Room 3, from the south. Scale 1.0m.





**Plate 72:** Second Floor Room 3 showing fireplace, from the west. Scale 1.0m.



**Plate 73:** Second Floor Room 4, from the west. Scale 1.0m.



**Plate 74:** Second Floor Room 4, from the east. Scale 1.0m.



**Plate 75:** Second Floor Room 4 showing fireplace, from the west. Scale 1.0m.





**Plate 76:** Second Floor Store, from the west. Scale 1.0m.



**Plate 77:** Second Floor Store, from the east. Scale 1.0m.



**Plate 78:** Second Floor Store showing fireplace, from the southwest. Scale 1.0m.



**Plate 79:** Second Floor WC, from the south. Scale 1.0m.

## **Third Floor**

### *Landing*

A rectangular room orientated east to west and measuring 2.4m in length by 0.9m in width. The ceiling is in the roof pitch which slopes downwards to the north and is plastered and painted white with a single centralised electric light fitting. Running down the centre of the roof a purlin has been boxed and painted white. The walls are all plastered and painted white. The northern elevation has a single low doorway opening at the left-hand end permitting access to the water tank, now without door and frame.

At the right hand side of the elevation the stairwell descends down to the second floor, with simple wooden treads and risers, a simple dark stained wooden handrail, turned newel posts and balusters. The eastern elevation is featureless. The southern elevation has a single doorway to the left of centre permitting access to Room 6, now without frame and door. The western elevation has a single doorway at the left-hand end permitting access to room five, now without frame and door. The skirting board has been removed throughout and the floor is of wooden boards orientated north to south.

### *Room 5*

A rectangular room orientated north to south and measuring 6.1m in length (including crawl spaces) by 2.5m in width. The ceiling is in the roof pitch and slopes to the north and south. It is plastered and painted white with a single centralised electric pendulum light fitting and a purlin on each roof pitch, both of which have been boarded and painted white. The walls are all plastered and painted white. The northern elevation has a single centralised access hatch into a crawlspace, but is otherwise featureless.

The eastern elevation has a single doorway to the left of centre permitting access to the third floor landing, now without door and frame. The southern elevation has a single modern centralised rooflight, beneath which is a centralised access hatch into the crawl space. The western elevation has a projecting chimney breast to the left of centre but without fireplace. The floor is a wooden boards orientated north to south.

This room would have originally been a bedroom for the house staff.

### *Room 6*

A rectangular room orientated east to west and measuring 2.7m in length by 2.4m in width. The ceiling is plastered and painted white with a single centralised electric light fitting and the walls are all plastered and painted white. The northern elevation has a centralised doorway permitting access to the third floor landing, now without frame and door. The eastern elevation has a single doorway at the left-hand end permitting access to Room 7, now without door and frame. At the right-hand end is a projecting chimney breast with centralised fireplace consisting of a dark brown painted one piece wooden mantle and surround, with cast iron fireplace and simple stone hearth.

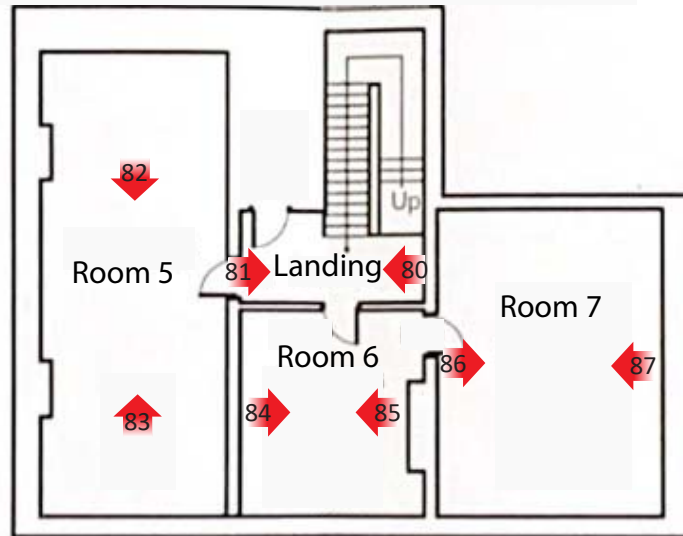
The southern elevation has a single modern casement window to the left of centre in white PVC frame. The western elevation is featureless. The floor is of wooden boards orientated east to west.

This room would have originally been a bedroom for the house staff.



### *Room 7*

A rectangular room orientated north to south and measuring 4.1m in length (including crawl spaces) by 3.0m in width. The ceiling is in the roof pitch sloping north and south with a single centralised electric pendulum light fitting. The purlin on either roof pitch has been boxed and painted white. The walls are all plastered and painted white. The northern elevation has a small access hatch to the left of centre permitting access to the crawlspace. The eastern elevation has a centralised projecting chimney breast but without fireplace. The southern elevation has a centralised modern window light in the roof pitch, but is otherwise featureless. The western elevation has a single doorway to the right of centre permitting access to Room 6, now without door and frame. The floor is of wooden boards orientated north to south.



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**Figure 18:** Third floor plan showing the location and orientation of photographic plates. Scale 1:100 at A4.

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**Plate 80:** Third Floor Landing, from the east. Scale 1.0m.



**Plate 81:** Third Floor Landing, from the west. Scale 1.0m.



**Plate 82:** Third Floor Room 5, from the north. Scale 1.0m.





**Plate 83:** Third Floor Room 5, from the south. Scale 1.0m.



**Plate 84:** Third Floor Room 6 showing fireplace, from the west. Scale 1.0m.



**Plate 85:** Third Floor Room 6, from the east. Scale 1.0m.



**Plate 86:** Third Floor Room 7, from the west. Scale 1.0m.



**Plate 87:** Third Floor Room 7, from the east. Scale 1.0m.



## 9.0 CONCLUSION

A cast iron date strap on the southern principle elevation of the presbytery reads 1879 and this corresponds with the available historic mapping.

Although having undergone internal refurbishment since its construction the original layout of Our Lady of Reconciliation De La Salette RC Presbytery has been retained and some evidence of its original purpose as a Victorian presbytery is still evident. The decorative ceiling rose present in the former parlour (office 2), as well as the decorative fireplaces throughout and the geometric floor tiling in the entrance hall, are all testament to the understated grandeur this presbytery once possessed.

The ground floor rooms, although most recently having functioned as offices, originally were occupied by the living room and dining room or possibly kitchen (offices 1, 2 and Store 2 respectively).

Indeed the basement level also still exhibits features original to its purpose with cold-storage stone shelves present in room B3 for the preservation of perishable food, and room B4 having housed the coal for the furnace located in room B2.

On the first and second floors the eight office rooms (rooms 8-11 and 1-4) would have originally been the bedrooms of the house, although perhaps testament to its Roman Catholic function, none of the rooms can be identified as a specific master bedroom. The first and second floor Stores would almost certainly have functioned as areas of private study.

The three rooms located in the attic level (rooms 5-7) would have provided accommodation for live-in staff tending to the day to day running of the presbytery.

This building record has carefully considered the historical background to the former presbytery and has sufficiently addressed the aims and objectives of the project.

The methods adopted during this building recording can be considered as successful in as much as they enabled an accurate record of the building and its setting to be made. The evidence recovered was of a consistent standard and was able to meet all of the expectations of the project aims.

## **10.0 SOURCES**

### Maps.

1:1,056 Ordnance Survey map of 1850.

1:1,056 Ordnance Survey map of 1864.

1:2,500 Ordnance Survey map of 1893.

1:2,500 Ordnance Survey map of 1908.

1:2,500 Ordnance Survey map of 1927.

1:1,250 Ordnance Survey map of 1953.

1:2,500 Ordnance Survey map of 1961.

1:2,500 Ordnance Survey map of 1971.

1:1,250 Ordnance Survey map of 1976.

English Heritage, 2016. Understanding Historic Buildings: a guide to good recording practice.

## APPENDIX I



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**Our Lady Of Reconciliation  
De La Salette RC Presbytery,  
39 Eldon Street, Liverpool L5 8UT.**

**Written Scheme of Investigation (WSI)  
for Level 2/3 Historic Building Record.**

**July 2020 V 2.0**



Project Code: A0269.1  
Planning Ref: 20PM/0292

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**Our Lady Of Reconciliation  
De La Salette RC Presbytery,  
39 Eldon Street, Liverpool L5 8UT.**

**July 2020 v2.0**

Written Scheme of Investigation (WSI)

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Checked by: Josh Dean BA ACifA



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Project Code: A0269.1  
Date: 30/07/2020  
Client: Archdiocese of Liverpool  
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# **Our Lady Of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT.**

## **July 2020 v2.0**

Section 5.0 amendment made 30/07/2020 with the inclusion of starting an OASIS form when fieldwork commences

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Project Code: A0269.1

Date: 30/07/2020

Client: Archdiocese of Liverpool

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## 1.0 INTRODUCTION

Aeon Archaeology has been commissioned by the Archdiocese of Liverpool (hereafter the Client) to provide a Written Scheme of Investigation (WSI) for carrying out a level 2/3 historic building record of the former Our Lady of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT in advance of demolition (centred on **NGR SJ 34422 91622**).

A planning application (**20PM/0292**) has been made to Liverpool City Council (LCC) for the demolition of the former Our Lady of Reconciliation De La Salette RC Presbytery. The application is awaiting determination (as of 28<sup>th</sup> July 2020) however the following pre-determination planning advice was provided by the Merseyside Environmental Advisory Service (MEAS) to LCC:

### Part 1

#### Historic Environment Record

4. *The Merseyside Historic Environment Record shows that the proposed development will involve the demolition of the following non-designated heritage asset:*

*MME20160 – Mid-19th century Presbytery to the designated Church of Our Lady of Reconciliation De La Salette (MME11471).*

5. *NPPF Paragraph 189 states: “In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting”. In this instance no Heritage Statement or Impact Assessment has been submitted in support of the application and the Merseyside Historic Environment Record has not been consulted.*

6. *Consequently, I advise that the applicant be required to undertake a programme of archaeological building recording, focused on the Presbytery, in order to mitigate the loss of this heritage asset. The work should conform to Historic England’s ‘Understanding Historic Buildings: A Guide to Good Recording Practice (2016). Such recording should be secured by means of the following condition:*

***No development shall take place until the applicant has submitted a written programme of archaeological building recording for approval in writing by the local planning authority. The work shall be carried out strictly in accordance with the approved programme.***

7. *The use of such a condition is in line with the guidance set out in Paragraph 199, Section 16 (Conserving and Enhancing the Historic Environment) of the National Planning Policy Framework (2019), published by the Ministry of Housing, Communities & Local Government and Managing Significance in Decision Taking in the Historic Environment, Historic Environment Good Practice Advice in Planning: 2 (Historic England 2015).*

8. *The use of such a pre-commencement condition is necessary to ensure the implementation of the required scheme of archaeological investigation and its publication.*

## Part 2

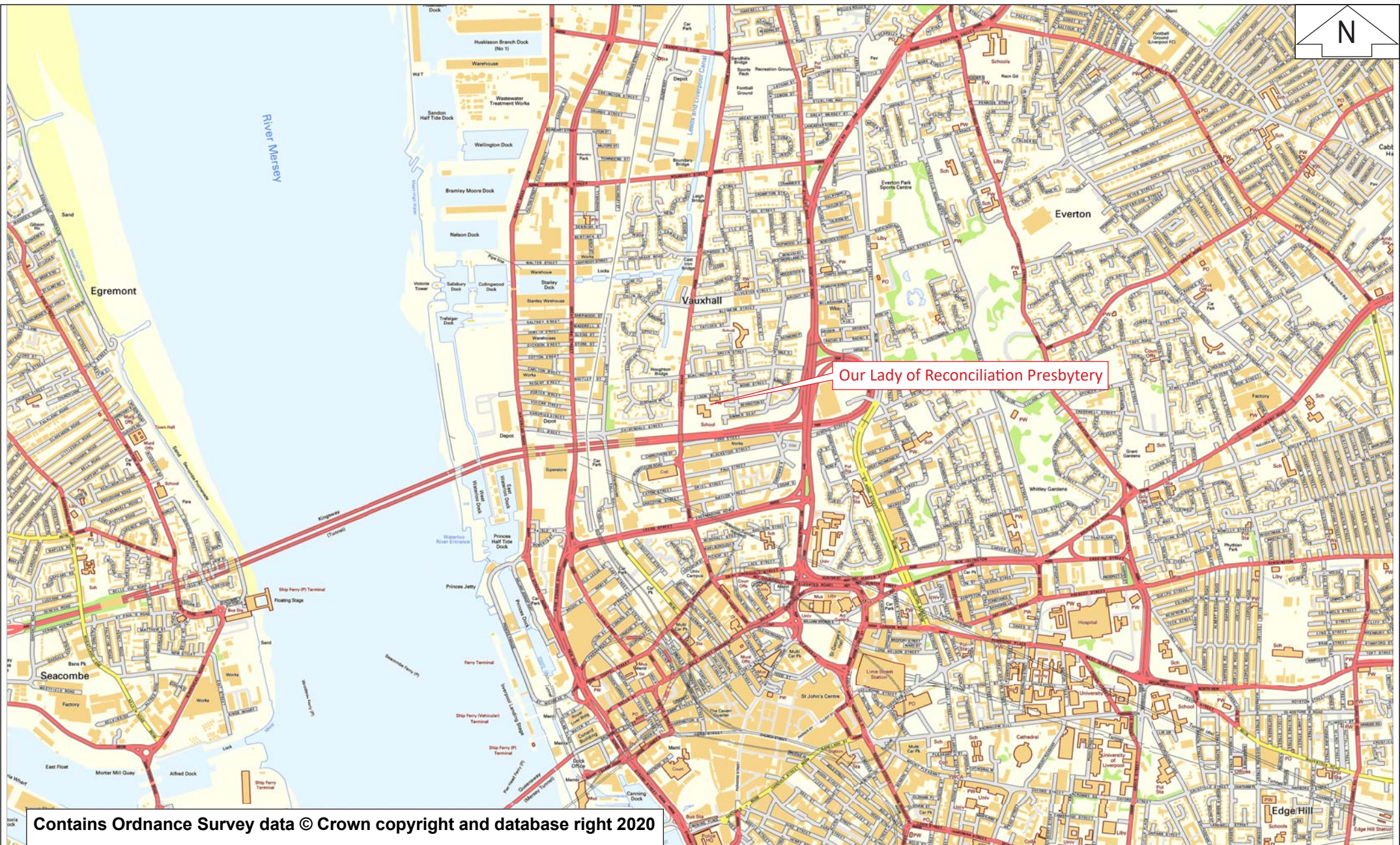
### HER

9. *The Programme of Archaeological Building Recording should be described in a Written Scheme of Investigation produced by an appropriately qualified and experienced archaeologist and should contain appropriate research objectives and a detailed programme of works that includes a specification of the methods to be used. The WSI should be of sufficient detail so that the impact of the proposed works can be properly assessed by the Local Planning Authority.*

This document addresses part 2 of the archaeological recommendation and provides the aims and objectives of the project and the methods by which they will be met. The Development Management Archaeologist (DMA) (Dr Ben Croxford) at MEAS recommended that the historic building record be commensurate with a level 2/3 record as specified in Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2016).

This design and all subsequent mitigation will conform to the guidelines specified in Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2016) & *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (Chartered Institute for Archaeologists, 2014).





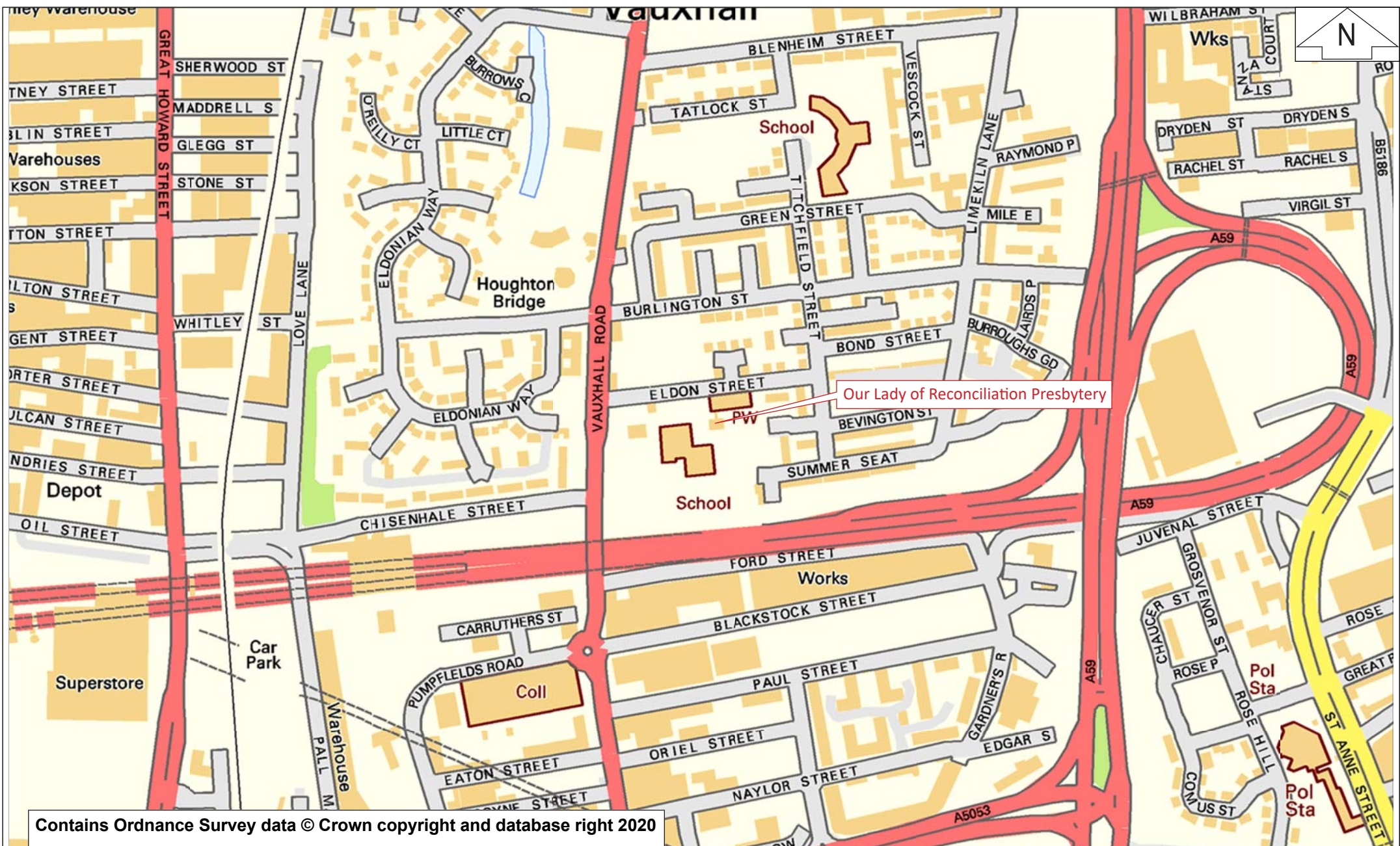
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**Figure 01:** Location of Our Lady Of Reconciliation De La Sallette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT. Scale 1:20,000 at A4.



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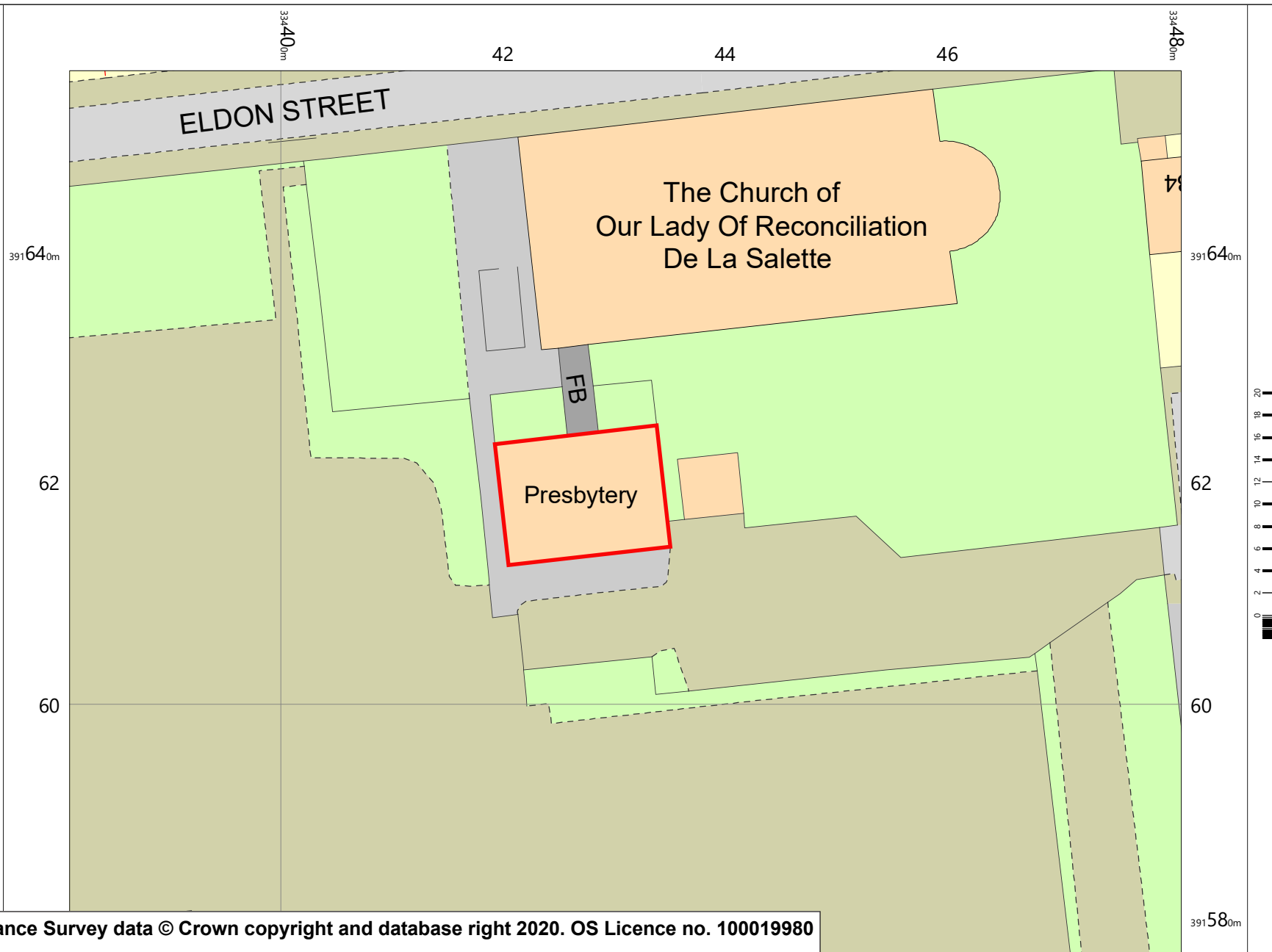


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**Figure 02:** Location of Our Lady Of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT. Scale 1:5,000 at A4.



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**Figure 03:** Location of Our Lady Of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT. Scale 1:500 at A4.

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## 2.0 PROJECT BACKGROUND

On 2<sup>nd</sup> February 1859 the foundation stone of the present grade II listed church was laid by Dr Goss and the church, designed by Edward Welby Pugin and seating 800, was opened on the Feast of the Assumption, 15<sup>th</sup> August 1860. The church is located near the docks, and was one of several built for the rapidly-growing population of Irish immigrants. It later became a centre for Lithuanian immigrants, who presented the altar in the Lady Chapel. Originally a street separated the church and its later presbytery, with a raised covered walkway providing a link between the latter with the western gallery of the former.

Some of the earliest priests at the church were Belgian, a connection marked by the carved oak First World War memorial altar rails and the Stations of the Cross, both made in Belgium. The church was drastically re-ordered in the 1980s (according to Fr Dunne, Martin says 1970s), at which time the sanctuary furnishings were removed (the altar rails an exception), a suspended ceiling introduced in the nave, and the congregation turned round towards an altar placed in the south aisle. More recently (2004) these works have been reversed. While the church lost many features in the 1970s/80s re-ordering, the fine carved oak Belgian altar rails and hanging rood above are noteworthy survivals. The pews, granite font, timber altar table and lectern have all been brought into the church as part of the 2004 re-ordering. The sanctuary area is unfurnished except for the tabernacle mounted on a pedestal at its centre; the walls are lined with new panelling and hangings by Sister Antony Wilson's workshop. The 2004 reordering also involved the erection of an open timber screen at the west end to provide demarcation of this area as a gathering space, and a new sacristy and tea room under the western gallery (Merseyside Historic Environment Record).

The presbytery building is a rectangular, three and a half storey building constructed from red brick bonded by Portland cement, with the principle elevation to the south and fronting on to Eldon Place. The Presbytery is first shown on the 25 inch County Series Ordnance Survey map of 1893 and was inserted into the middle of the terraced row of houses fronting on to Eldon Place. This would have involved the demolition of three of the existing terraces to make way for the building.



## 3.0 REQUIREMENTS

### 3.1 Building Record

The requirements are for a historic building record of the former presbytery prior to demolition, however should observations or desk-based research suggest the potential for significant features to be encountered during the works, the archaeological contractor should make arrangements to undertake any appropriate supplementary recording work during the development. The DMA at MEAS has requested that the building record be roughly commensurate with the Historic England's '*Understanding Historic Buildings: a guide to good recording practice*' (2016) **Level 2/3**.

Level 2/3 is an analytical record, and will comprise an introductory description followed by a systematic account of the building's origins, development and use. The record will include an 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.

The information contained in the record will for the most part have been obtained through an examination of the building itself. If documentary sources are used they are likely to be those most readily accessible, such as historic Ordnance Survey maps, trade directories, and other published sources. The record will not normally discuss the building's broader stylistic or historical context and importance at any length.

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

- written account: 1-3, 6-9, 11-13, 22
- drawings: 2
- photographs: 1-9

## **4.0 METHOD STATEMENT**

### **4.1 Level 2/3 Record**

#### **4.1.1 Written Account**

The written account will include:

- The building's precise location as a National Grid Reference and address form;
- A note of any statutory designation and non-statutory designation;
- The date of the record, name(s) of the recorder(s) and archive location;
- A summary of the building's form, function, date, and sequence of development.
- An introduction, setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, and any constraints which limited the achievement of objectives.
- Acknowledgements to all those who made significant contributions.
- A discussion of 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 and a critical evaluation of previous records of the building, where they exist.
- An account of the building's overall form and its successive phases of development, together with the evidence supporting this analysis.
- An account of the past and present uses of the building and its parts, with the evidence for these interpretations.
- Any evidence for the former existence of demolished structures or removed plant associated with the building.
- Full bibliographic and other references.

#### **4.1.2 Photographs**

The photographic record will include:

- A general view or views of the building;
- The building's external appearance. Typically a series of oblique views will show all external elevations of the building and give an impression of its size and shape;
- The overall appearance of the rooms to be altered.
- Any internal or external detail.
- Any machinery or other plant, or evidence for its former existence.
- Any dates or other inscriptions.
- Any building contents or ephemera which have a significant bearing on the building's history.
- Copies of maps, drawings, views and photographs present in the building and illustrating its development or that of its site.

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

#### **4.1.3 Drawings**

The drawn record will include:

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



## **4.2 Processing data, illustration, report and archiving**

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

- A copy of the design brief and agreed specification
- A site location plan
- A plan illustrating the location and direction of photographs
- Basic background and relevant historical, descriptive or analytical detail
- A full bibliography of sources consulted
- Illustrations, including plans and photographs, will be incorporated within the report.

## **5.0 DISSEMINATION AND ARCHIVING**

A project initiation form will be completed with the Oasis database prior to the commencement of fieldwork as part of the monitoring process by MEAS.

A full archive including plans, photographs, written material and any other material resulting from the project will be prepared. All plans, photographs and descriptions will be labelled, and cross-referenced, and deposited with the National Museums Liverpool (NML) within six months of the completion of the project.

Upon completion of the project copies of the report will be sent to the regional HER and the DMA at MEAS, as well as being lodged with the Oasis online database for long-term archiving.

## **6.0 DIGITAL DATA MANAGEMENT PLAN**

### **6.1 Type of study**

Level 2/3 historic building record of Our Lady of Reconciliation De La Salette RC Presbytery, 39 Eldon Street, Liverpool L5 8UT.

### **6.2 Types of data**

Photographs, digital text, annotated plans.

### **6.3 Format and scale of the data**

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

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

Annotated plans scanned as *.PDF* files.

## **6.4 Methodologies for data collection / generation**

Digital data will be collected / generated in line with recommendations made in the Chartered Institute for Archaeologists (CIfA) *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives* (2014. Rev 2020). Sections 3.3.1 and 3.3.3 are relevant:

*3.3.1 Project specifications, research designs or similar documents should include a project specific Selection Strategy and a Data Management Plan.*

*3.3.3 Project designs or schedules of works etc should outline the methodology used in recording all information, in order to demonstrate that all aspects of archive creation will ensure consistency; for instance in terminologies and the application of codes in digital data sets, highlighting relevant data standards where appropriate*

## **6.5 Data quality and standards**

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

## **6.6 Managing, storing and curating data.**

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

## **6.7 Metadata standards and data documentation**

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

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

## **6.8 Data preservation strategy and standards**

Long term data storage will be through the submission of digital (.PDF) reports to the regional Historic Environment Record (HER); submission of digital (.PDF) reports and a project completion form to the Oasis database; submission of the scanned (.PDF) archive, photographic plates (.TIF), and metadata (.xlsx) (.accdb) to the Archaeology Data Service (ADS); and retention of copies of all digital files at Aeon Archaeology on physical external hard drive and uploaded to the cloud.

## **6.9 Suitability for sharing**

All digital data will be placed within the public realm (through the channels in 6.8) except for where project confidentiality restricts the sharing of data. All data sets will be selected / discriminated by the Senior Archaeologist at Aeon Archaeology and written permission will be sought from all project specific Clients prior to the sharing of data.

## **6.10 Discovery by potential users of the research data**

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

### **6.11 Governance of access**

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

### **6.12 The study team's exclusive use of the data**

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

### **6.13 Restrictions or delays to sharing, with planned actions to limit such restrictions**

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

### **6.14 Regulation of responsibilities of users**

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

### **6.15 Responsibilities**

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

### **6.16 Organisational policies on data sharing and data security**

The following Aeon Archaeology policies are relevant:

- Aeon Archaeology Archive Deposition Policy 2019
- Aeon Archaeology Quality Assurance Policy 2019
- Aeon Archaeology Conflict of Interest Policy 2019
- Aeon Archaeology Outreach Policy 2019
- Aeon Archaeology Digital Management Plan 2020

## 7.0 PERSONNEL

The work will be managed and undertaken by Richard Cooke BA MA MCifA and Josh Dean BA ACifA, Archaeological Contractors and Consultants at Aeon Archaeology. Full details of personnel involved, with *curricula vitae*, can be supplied upon request.

## 8.0 RESOURCES AND PROGRAMMING

It is intended to undertake the historic building recording in July 2020. A provisional target date for the completion of the project archive and the production of a project report is August 2020.

The historic building recording will be undertaken by a team with demonstrable competence provided by Aeon Archaeology, a Registered Organisation with the CifA.

### Performance Standards

Aeon Archaeology will undertake the historic building recording and operate in accordance with:

- The Chartered Institute for Archaeologists' *Code of Conduct* (2014 edition).
- The Chartered Institute for Archaeologists' *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology* (2014 edition).
- The Chartered Institute for Archaeologists' *Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures* (2014 edition)
- The Historic England document *Understanding Historic Buildings A Guide to Good Recording Practice* (2016)
- The European Association of Archaeologists' *Principles of Conduct for Archaeologists Involved in Contract Archaeological Work* (1998).
- The Chartered Institute for Archaeologists' *Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials* (2014 edition).
- The Chartered Institute for Archaeologists' *Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives* (2014 edition)

## 9.0 MONITORING AND TIMING

The DMA at MEAS will monitor the historic building recording on behalf of LCC.

Reasonable access to the recording in-progress will be provided by the Client to the DMA in order to monitor the recording. A site tour will be provided to the DMA if appropriate.

Aeon Archaeology will advise the Client and the DMA immediately of any significant discoveries and provide regular reports of the recording works. Aeon Archaeology will ensure that any significant results recovered during the historic building recording are brought to the attention of the Client and the DMA and will notify the relevant organisations as soon as is practicably possible, and certainly within 24 hours.

A consultation between Aeon Archaeology, the Client and the DMA will be convened towards or at the conclusion of the historic building recording. The purpose of the consultation is to advise all

parties on the manner in which the objectives of the project have been addressed and secure agreement that the on-site recording has been concluded to the satisfaction of MEAS.

## **10.0 HEALTH AND SAFETY**

All relevant certification will be obtained from the Client and/or their agents and contractors regarding Health and Safety prior to any site works and Aeon Archaeology will conform to arrangements for notification of entering and leaving the site.

Aeon Archaeology will comply with the *Health and Safety at Work Act* (1974), the *Standing Conference of Archaeology Unit Managers Health and Safety Manual* (1991), *Control of Substances Hazardous to Health (COSHH) Regulations* (2002), *Construction Design and Management (CDM) Regulations* (2007), *Management of Health and Safety at Work Regulations* (1999), the *Work at Height Regulations* (2005), the *Confined Spaces Regulations* (1997), the *Personal Protective Equipment at Work Regulations* (2002) and the Council for British Archaeology Handbook No. 6, *Safety in Archaeological Fieldwork* (1989).

While carrying out the historic building recording Aeon Archaeology will operate in accordance with all applicable Health and Safety Legislation. A Health and Safety Plan (including a Risk Assessment) for the historic building recording will be prepared by Aeon Archaeology and submitted to the Client before the historic building recording commences.

The archaeologist(s) will be provided with all necessary protective clothing and equipment.

The archaeologist will wear a safety helmet and reflective jacket/waistcoat at all times on site.

A First-Aid Kit and Accident Book will be kept on site at all times for the duration of the historic building recording.

## **11.0 INSURANCE**

Liability Insurance – Insignia Underwriting Policy 347002

Employers' Liability: Limit of Indemnity £10m in any one occurrence

Public Liability: Limit of Indemnity £2m in any one occurrence

Legal Defence Costs (Health and Safety at Work Act): £250,000

The current period expires 07/09/20

Professional Indemnity Insurance – Insignia Underwriting Policy 347002

Limit of Indemnity £500,000 any one claim

The current period expires 07/09/20

## **12.0 CONFIDENTIALITY**

Aeon Archaeology will treat as confidential all information obtained directly or indirectly from the Client in connection with the historic building recording and will not, without the prior consent of the Client, disclose any information relating to the project or publicise the project in any way.



### **13.0 SOURCES CONSULTED**

Chartered Institute for Archaeologists, 2014: Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures

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

