



KEW Planning
15 St Andrew's Crescent,
Cardiff,
CF10 3DB

Tel: (+44) 2921 690034
Email: Kathryn@kewplanning.co.uk

Planning Services,
Tŷ Dewi Sant,
St. Davids Park,
Ewloe,
CH5 3FF

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Dear Sir, Madam

PLANNING (WALES) ACT 2015

PRE-APPLICATION CONSULTATION (PAC)

ERECTION OF A PURPOSE-BUILT JOINT ARCHIVE FACILITY TO HOUSE THE ARCHIVE SERVICE AND COLLECTIONS OF FLINTSHIRE AND DENBIGHSHIRE COUNTY COUNCILS, ON LAND ADJACENT TO THEATR CLWYD, MOLD, CH7 1YA.

Proposed Development

The description of development is as follows:

The erection of a purpose-built joint archive facility to house the archive service and collections of Flintshire and Denbighshire County Councils, with associated access, parking, and landscaping on land adjacent to Theatr Clwyd, Mold.

Background

Northeast Wales Archives (NEWA), formed in 2020 by merging Denbighshire Archives (Ruthin) and Flintshire Record Office (Hawarden), which preserves historical records for the region and encourages public access. Denbighshire Archives has operated since 1972 in part of the former Ruthin Gaol, while Flintshire Record Office has been at The Old Rectory since 1956. Both sites are listed, converted buildings, but space limitations and inefficient layouts, restrict public access, outreach, and future collection management, with storage capacity increasingly constrained.

The purpose of the proposed new archive facility is to provide both Flintshire and Denbighshire Councils with a modern, purpose-built centre that addresses the limitations of their current archive buildings. By bringing together the collections and staff of both authorities in a single building, the facility will create a more sustainable and resilient archive service.

Pre-application Consultation Documents:

The documents within the table overleaf comprise the pre-application consultation:

Document Name	Prepared By:
Application Forms	KEW Planning
Cover Letter	KEW Planning
Planning Statement	KEW Planning
Heritage Impact Assessment	KEW Planning
18947-DB3-S01-00-DR-A-0002 Rev. P01	DB3 Architecture
18947 JAF Design and Access Statement	DB3 Architecture
JAF-DB3-XX-00-DR-A-2011 Proposed GF Plan	DB3 Architecture
JAF-DB3-XX-01-DR-A-2012 Proposed FF Plan	DB3 Architecture
JAF-DB3-XX-RF-DR-A-2013 Proposed Roof Plan	DB3 Architecture
JAF - Front Lower Corner	DB3 Architecture
JAF - Front Upper Corner	DB3 Architecture
JAF - Front	DB3 Architecture
JAF-DB3-XX-XX-VF-A-0103 External 3D - Rear Corner	DB3 Architecture
JAF - Streetview	DB3 Architecture
JAF-DB3-XX-XX-VF-A-0106 External 3D - Upper Rear Corner	DB3 Architecture
JAF-DB3-XX-ZZ-DR-A-2071 Proposed Elevations	DB3 Architecture
JAF-DB3-XX-ZZ-DR-A-2072 Proposed Side Elevations	DB3 Architecture
JAF -FRL -XX -XX -DR -L -1030 (Detailed Planting Plan)	Fenton+Reece
JAF-FRL-XX-XX-DR-L-1031 (Landscape Features)	Fenton+Reece
JAF -FRL -XX -XX -DR -L -1500 (Landscape General Arrangement)	Fenton+Reece
JAF -FRL -XX -XX -DR -L -1501 (Entrance General Arrangement)	Fenton+Reece
JAF -FRL -XX -XX -DR -L -1800 (Site Sections)	Fenton+Reece
JAF -FRL -XX -XX -DR -L -2000 (Existing Site Layout)	Fenton+Reece

JAF-FRL-XX-XX-RP-L-0003 (Green Infrastructure Statement)	Fenton+Reece
26-942 - Transport Note [Rev C] - May 2026	Magna Transport Planning Ltd.
Preliminary Ecology Appraisal	Marches Ecology
Arboricultural Impact Assessment	Sheilds Arboricultural Consultancy
Bats – Ground Level Tree Assessment and Aerial Assessment Report	Wildbanks Conservation
JAF-ENA-XX-XX-DR-C-5500 Stage 3 - External Works P1 (1)	Eng Assist
JAF-ENA-XX-XX-DR-C-5500 Stage 3 - Vehicle Tracking P1	Eng Assist
JAF-ENA-XX-XX-DR-C-5600 Stage 3 - Drainage Strategy P1	Eng Assist
JAF-ESD-ZZ-00-DR-E-9000 (External Lighting and Power Strategy)	Engineering Services Design Limited
JAF-ESD-ZZ-RF-DR-Z-7000 (1) (Roof Plant Layout)	Engineering Services Design Limited
GSL_3455R01-1_Archive Building, Theatre Clywd - Phase I PRA & Phase II - April 26 (1)	Ground Solve Ltd.
Joint Archives Facility RIBA 3 StrategyV4 (2)	SPL Fire Strategy
JAF-RSL-XX-XX-RP-X-0001_Embodied-Carbon-Summary-Report	Red Six
3707 05 Stage 3 Report 20 04 26 Rev A	ADC Acoustics

Scheme Benefits

The proposed Joint Archive Facility at Mold Civic Centre will provide a purpose-built, secure, and flexible environment for the preservation, digitisation, and public access of historical collections from Flintshire and Denbighshire. The development will enhance visitor experience, support education and exhibitions, and strengthen Mold's civic and cultural infrastructure. Carefully designed to respect the character of Theatr Clwyd and the surrounding campus, the facility incorporates landscaping, biodiversity enhancements, and sustainable drainage measures. Overall, the project aims to deliver significant cultural, operational, and community benefits.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kathryn Williams', is positioned at the top left of the page. The signature is fluid and cursive, with a prominent initial 'K'.

Kathryn Williams BSc (Hons) MA MRTPI
Managing Director
KEW Planning