



Liss Parish Council Metal Detecting Policy and Procedure

Requests for Metal Detecting on Liss Parish Council (“LPC”) owned or managed land have recently become more frequent therefore protocols need to be introduced to ensure the preservation of LPC land and assets and the safety of its users.

1. In general, metal detecting on LPC owned or managed land (including land to which the public has a right of access) is not permitted.
2. There will only be two exceptions:
 - 2.1. Where detecting is part of an approved programme of archaeological research for which public liability insurance up to a value of £10,000,000 for any one incident will be required.
 - 2.2. Where detecting is necessary in order to recover personal items that have been lost or surface metal that would cause damage to people or machinery.
3. Anyone applying for permission must follow the code set out by National Council for Metal Detecting www.ncmd.co.uk.
4. LPC cannot give permission on privately owned land as permission must be gained from the landowner. Confirmation of land ownership can be confirmed at www.landregistryservices.com at the individual's own expense.
5. It is illegal for anyone to use a metal detector on a protected area (e.g. Scheduled Archaeological Sites, SSSI, or Ministry of Defence property) without permission from the appropriate government authority, in addition to the landowner.
6. All enquiries in relation to permission for metal detecting on LPC land should be made to the Clerk by email: clerk-smith@lissparishcouncil.gov.uk.
7. Any proposal to undertake metal detecting on LPC land as part of a programme of archaeological research must be approved by the Full Council. This policy recognises that removal of an archaeological object from its context, unless carried out by an experienced archaeologist, can cause the loss of valuable contextual information, as well as damage to the artefact itself.
8. Archaeologists wishing to carry out such research must apply for and obtain permission in order to use a metal detector (and to undertake the necessary survey work associated with metal detecting) on LPC owned land.
9. All information requested by LPC in the application for a grant of permission must be provided. Terms and Conditions placed by LPC on the grant of permission for the use of a metal detector on its land must be followed and complied with.
10. If permission is granted:
 - 10.1. Permission will be limited to surface detecting for lost items or for safety and will usually prohibit digging.

- 10.2. If permission to dig is granted this is limited to 4 inches and you must use a suitable digging implement to cut a neat flap (do not remove the plug of earth entirely from the ground), extract the object, reinstate the grass, sand or soil carefully.
 - 10.3. You must adhere to the rules and procedures as set out in the Treasure Act 1996 and (in any subsequent revisions to or extensions of) the Act must be followed and complied with the [Treasure Act 1996 Code of Practice \(2nd Revision\) England and Wales - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/treasure-act-1996-code-of-practice-2nd-revision)
 - 10.4. You must respect the Countryside Code www.gov.uk/government/publications/thecountryside-code/the-countryside-code
 - 10.5. Wherever the site, do not leave a mess or an unsafe surface for those who may follow.
 - 10.6. If you discover any live ammunition or any lethal object such as an unexploded bomb or mine, DO NOT DISTURB IT. Mark the site carefully and report the find to the local police and landowner.
 - 10.7. Help keep Britain tidy - safely dispose of refuse you come across.
11. Report all unusual historical finds to the landowner and acquaint yourself with the current NCMD (National Council for Metal Detecting Code of Conduct) policy relating to the Voluntary Reporting of Portable Antiquities. A copy can be viewed as appendix 6 of the Treasure Act 1996 code of Practice at www.finds.org/treasure
 12. All artefacts of whatever date including, amongst others, metal objects (including coins, weapons and jewellery etc), worked flints, pottery, building materials, slags and worked bone found on Council land remain the property of the Council unless claimed as Treasure by the Crown under the Treasure Act 1996 and all subsequent revisions to, or extensions of, the Act.
 13. For artefacts found on Council land that are claimed as Treasure by the Crown, the finders waive their right to any ex gratia payment that may be offered by way of reward. Any reward shall belong to LPC.
 14. The decision of the LPC Clerk on whether or not to grant a permit is final.
 15. LPC Metal Detecting Policy to be reviewed every 5 years.

Adopted by Liss Parish Council on 13th September 2021

To be reviewed in 2026

**LISS PARISH COUNCIL
METAL DETECTING APPLICATION FORM**



Application for a 12-month PERMIT for the use of a metal detector on Liss Parish Council land

Applicants name

Home address and
postcode

Telephone number

Mobile number

E-mail address

Supply your membership number if are you a member of:

National Council for
Metal Detecting

Federation of
Independent Detectorists

Other detecting club or
society (please name)

I have current public liability insurance for

(please complete the
amount and provide an
insurance certificate)

I wish to be accompanied by

Name

Home address and
postcode

Telephone number

Mobile number

E-mail address

Companion public liability insurance

(please complete the amount and provide an insurance certificate)

£

Land for which permission is sought (please include a grid reference)

Reason for applying to detect detecting on this land

Where metal detecting is used as part of an archaeological survey, please attach a project plan.

I have read and accept the terms and Conditions relating to this application

Signed

Date

Return completed forms to Parish Clerk by email: clerk-smith@lissparishcouncil.gov.uk or post to: The Clerk, The Council Room, Hill Brow Road, Liss, GU33 2LA



Terms and Conditions for the use of a metal detector on land owned by Liss Parish Council

Liss Parish Council ("LPC") operates a permit scheme for the use of metal detectors on certain lands owned by the Council. Individual metal detectorists (not groups or clubs) may be granted a permit, subject to the following conditions:

1. The permit to detect will be operational for a period of one month and will be renewable by agreement
2. Only one permit per landholding will be permitted (but see condition 5).
3. The permit will be specific to a particular landholding and cannot be transferred to another area without the written consent of the LPC. The areas to which the permit relates will be shown on an attached schedule and map.
4. The permit must be carried by the applicant each time he/she visits the agreed holding with a metal detector, and must be produced if required by an authorised officer of LPC.
5. Permits will be specific to an individual applicant and cannot be transferred. However, at the discretion of the Council a companion may be given permission to detect providing LPC is notified in advance. The companion will only be permitted to detect providing they accompany the permit holder and must abide by the terms and conditions agreed by the permit holder. The companion must also have adequate Public Liability Insurance. The permit holder will be responsible for ensuring that the companion adheres to the terms and conditions of the permit.
6. Bye-Laws applicable to the particular area must be observed.
7. The applicant must provide evidence of adequate Public Liability Insurance to LPC; and in the case of being accompanied by a companion (as allowed for in Clause 6 above) the companion must also provide evidence of adequate Public Liability Insurance to LPC.
8. The permit holder will take care to minimise damage to plants and other wildlife and must adhere to any restrictions, temporary or otherwise, notified to him/her by LPC or its agents.
9. To avoid noise nuisance to other users of the area headphones must be worn at all times when detecting.
10. All holes made by the permit holder must be promptly, carefully, and safely backfilled, and any disturbed turf must be replaced.
11. All objects and coins found must be retained and removed, excepting where otherwise defined in any agreement. These may be made available to the Hampshire County Council Museum, which will retain such objects and coins for the time required to adequately examine and record them, unless otherwise agreed within the conditions of the permit.
12. It is expected that most ancient, and some more recent, objects will be retained by LPC for future allocation to a museum or other collection. LPC may, in their discretion, return objects to the finder.
13. All objects and coins found (with the exception of finds covered under the terms of the Treasure Act) will remain the property of LPC, and be disposed of at its discretion.
14. The permit holder must be familiar with the Code of Practice of the Treasure Act (1996) and must abide by the terms of the Act and to any subsequent revisions which may, from time to time, come into force. If a find is declared as Treasure and retained by the British Museum or other collection any payment of reward made to

the finder will, in turn, be paid to LPC. In the event of a find being disclaimed the find will remain the property of and be retained by the LPC. LPC may, in its absolute discretion, return the find, or any payment of reward to the finder.

15. In the event of the permit holder believing they have discovered a hoard (whether scattered or undisturbed) or other undisturbed deposit of archaeological interest, work should cease immediately and the matter be reported as soon as possible to the Hampshire County Council Archaeologist so that a controlled excavation or other survey can be arranged if necessary.
16. The permit holder must create a good record of the search results. The permit holder record as closely as possible, and to a minimum accuracy of an 8-figure Ordnance Survey National Grid Reference (preferably using GPS), the findspots of all finds of archaeological interest, should record the depth of find and confirm if it was from plough soil, present the results on a plotted map or plan and provide this information to Hampshire County Council's Archaeologist.
17. It is a condition of this permit that a record of detecting activity and finds is submitted to us at the end of the permit period. This should include dates on which detecting has taken place and a summary of any significant or historic finds. Detecting permits will not be renewed unless this record has been submitted.
18. Any breach of the above terms and conditions will render the permit invalid.
19. If live ammunition or other lethal object is believed to have been found the permit holder is advised not to uncover it further but to mark the spot clearly and to report the matter at once to the Site Manager and the Police.
20. All completed Metal Detecting Application Forms must be submitted to the Parish Clerk by email: clerk-smith@lissparishcouncil.gov.uk or posted to: The Council Office, Hill Brow Road, Liss, GU33 7LA