

## Report to Cabinet

28 November 2019

By the Cabinet Member for Planning and Development

### KEY DECISION

Not Exempt



## Consultation on Draft Conservation Area Appraisals & Management Plans for Slinfold and Warnham

### Executive Summary

The report seeks approval to consult on the draft Conservation Area Appraisals & Management Plans that have been produced for Slinfold and Warnham. They include proposed additions, and in some cases deletions, to the current Conservation Area boundaries.

Conservation areas were introduced through the Civic Amenities Act (1967). Section 71 of the Planning (Listed Buildings & Conservation Areas) Act 1990 requires a local planning authority from time to time, to review and protect their conservation areas. Appraisals assessing the character of each area and proposals for their future management should be researched, consulted upon and adopted by a local authority.

These Conservation Area Appraisals provide a basis on which to determine whether any changes should be made to existing Conservation Areas. It is considered that public consultation should be undertaken on the draft Appraisals to take account of local views and knowledge. Once adopted after public consultation, the completed Appraisal will help inform future planning decisions regarding developments within or adjoining the respective Conservation Area. The Conservation Area Appraisal is concluded with a Management Plan. The Management Plan takes forward the issues raised in the Appraisals, identifying means by which the special interest of the Conservation Areas will become self-sustaining into the future.

### Recommendations

Cabinet is recommended:

- i) To approve the draft Conservation Area Appraisals and Management Plans, which include proposed boundary changes, for public consultation.
- ii) To approve that the Cabinet Member for Planning and Development be given delegated authority to agree minor editorial changes prior to publication.

### Reasons for Recommendations

- i) To enable Conservation Area Appraisals and Management Plans to be produced to help guide development for Slinfold and Warnham.
- ii) To give the Cabinet Member delegated authority to approve minor changes to the document, without the need for it to be referred back to Cabinet.

## Background Papers:

1. Conservation area designation maps (<https://www.horsham.gov.uk/planning/design-and-conservation/conservation-areas/conservation-area-maps>)
  - a. Slinfold – Designated December 1976 – Map published online 8 September 2011
  - b. Warnham– Designated December 1976 – Map published online 8 September 2011
2. Draft Conservation Area Appraisal and Management Plan for Slinfold (November 2019) – See Appendix 1
3. Draft Conservation Area Appraisal and Management Plan for Warnham (November 2019) –See Appendix 2

**Wards affected:** Slinfold and Warnham

**Contact:** Catherine Howe, Head of Strategic Planning 01403 215505

## Background Information

### 1 Introduction and Background

- 1.1 There are 37 designated Conservation Areas in Horsham District. There is a Conservation Area map for each Conservation Area which identifies the designation boundaries. In Horsham District, only nine Conservation Areas have an adopted appraisal, four of which were completed some time ago. The Council has started a rolling programme of producing Conservation Area Appraisals and Management Plans. Appraisals were completed for Billingshurst, Henfield, Pulborough, Steyning, and Storrington in 2018.
- 1.2 Without appraisals setting out the significance of the each Conservation Areas, there is a lack of up-to-date information to inform and support Horsham District Council in managing change positively in the remaining 28 conservation areas. Therefore, the 2 conservation areas Slinfold and Warnham, which have been identified as experiencing pressure for development, have been assessed in accordance with current best practice as described in Historic England’s document, *Conservation Area Designation, Appraisal and Management*, Historic England Advice Note 1 (2016).
- 1.3 The Conservation Area Appraisals set out background information and details of the historic development of the two settlements. They include details of the landscape setting. They look at the townscape and historic environment of each settlement and describe the key features of each Conservation Area. The appraisals look in turn at each of the character areas that have been identified for each settlement. There is a section on views and negative elements of each Conservation Area. There is also a draft Management Plan included with each Conservation Area Appraisal. Three appendices are included with each document: a gazetteer of

listed and locally listed buildings within each Conservation Area; the landscape sensitivity criteria and a glossary of terms.

- 1.4 The Conservation Area Appraisals and Management Plans, once adopted, will help inform future planning decisions regarding developments within or adjoining the Conservation Areas.

## **2 Relevant Council policy**

- 2.1 The Horsham District Planning Framework (HDPF) is the relevant plan that sets out how growth and development will take place in the District in the period to 2031. Policy 34 “Cultural and Heritage Assets” sets how the Council will deal with proposals affecting cultural and heritage assets in the District. These appraisals, once adopted, will be used along with Policy 34 where relevant to help determine planning applications.

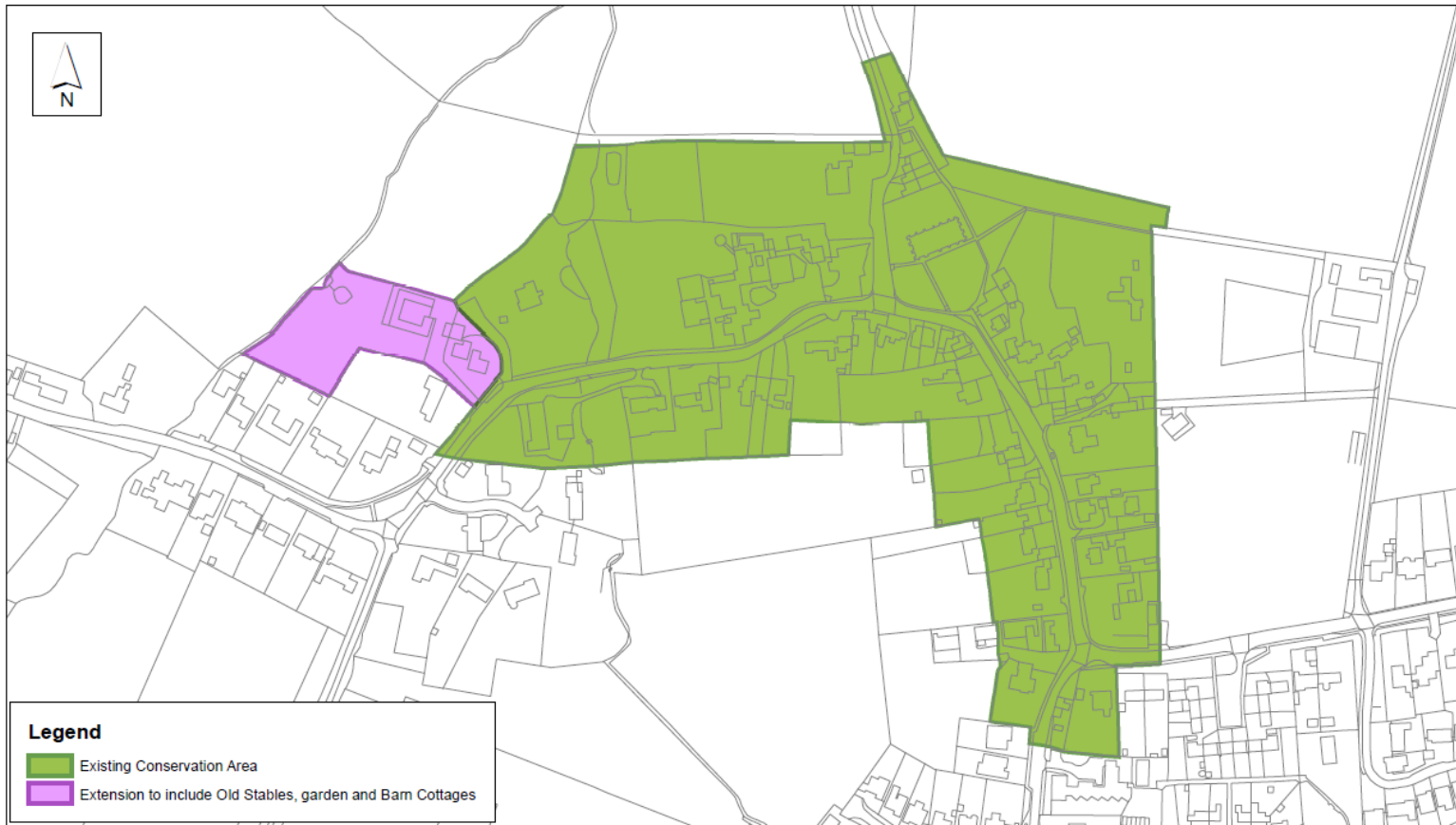
## **3 Details**

- 3.1 This section includes a summary of the details of the two draft Character Area Appraisals and Management Plans.

### Slinfold

- 3.2 Slinfold Conservation Area was designated in November 1976, and was then reviewed in 1997. Since then, the Conservation Area has not been reviewed by means of a Conservation Area appraisal.
- 3.3 The Slinfold Conservation Area Appraisal comprises three main sections, plus appendices.
- 3.4 The Conservation Area Appraisal notes that at the time of the original designation of the Conservation Area in November 1976, the Conservation Area contained concentrations of historic buildings and landforms that helped to define special character.
- 3.5 The review has drawn a number of conclusions:
  - i) Over the last 40 years, the guidance concerning the assessment of heritage significance and value ascribed to late 19<sup>th</sup> century and 20<sup>th</sup> century architecture has evolved.
  - ii) It is important that design is properly informed by an appreciation of prevailing character and setting sensitivity.
  - iii) Due to the historic connection between Old House Farm and its former ancillary buildings (Old Stables and Old Barn Cottage) it is considered that the Conservation Area should be extended.
  - iv) **Map 1** below on page 5 illustrates both the current Conservation Area boundaries for Slinfold and the proposed extension. The draft Appraisal proposes Slinfold as having one continuous Conservation Area, comprising a western and eastern section.

**Map 1 Slinfold – Current Conservation Area Boundaries Proposed Addition**



**Legend**

- Existing Conservation Area
- Extension to include Old Stables, garden and Barn Cottages

**Horsham District Council**  
 Parkside, Chart Way, Horsham  
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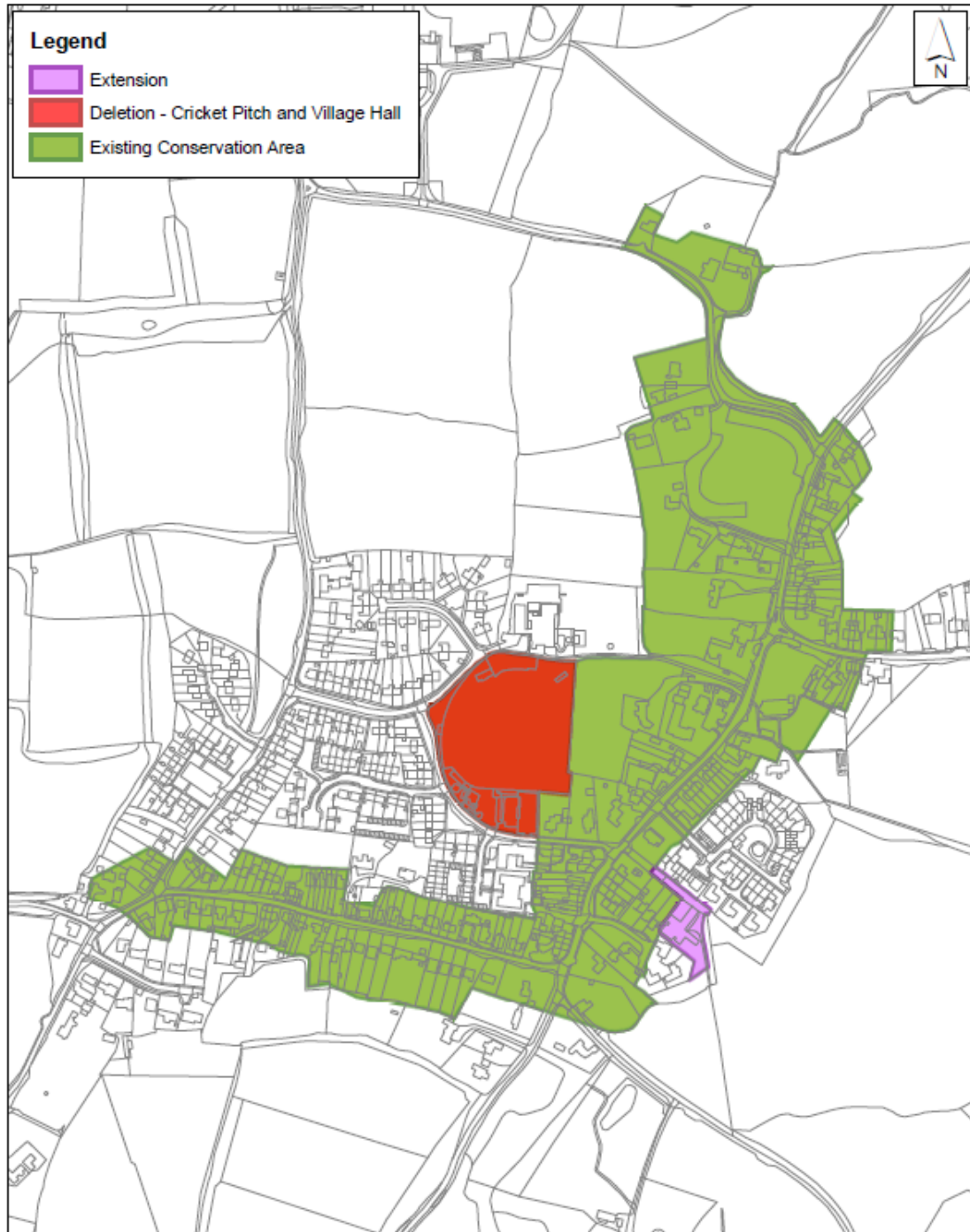
<b>Proposed Extension to Slinfold Conservation Area</b>			
Reference No :		Date : 24/10/2019	Scale : 1:3,000 (at A4)
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- 3.6 Part 1 of the Conservation Area Appraisal sets out a historic development summary. It describes how the first permanent settlement emerged during the Anglo-Saxon period. It then continues to describe important additions to Slinfold in the medieval period (e.g. St Peter's Church) and provides an explanation of what occurred in the 18<sup>th</sup> and 19<sup>th</sup> centuries. Finally, there is a discussion of 20<sup>th</sup> century developments.
- 3.7 This section of the document also deals with landscape setting. It sets out details of the existing landscape character and pressures on the landscape fringes. It also looks at the important role open spaces have played in Slinfold's development and views.
- 3.8 An analysis of the townscape and historic environment is then provided. The Appraisal gives a description and history to the "western section of the conservation area", followed by the "eastern section of the conservation area." It also provides a number of photographs of key buildings and views and a map showing a "Building Audit" i.e. feature trees, and "listed", "positive", "neutral" and "negative" buildings. It then identifies a number of character areas and describes their features and townscape merit.
- 3.9 Part 1 of the Appraisal deals with views and identifies the important views into and out of the Slinfold Conservation Areas on a map.
- 3.10 Part 1 of the Appraisal concludes with the negative elements of the Conservation Area. This section looks in particular at the roads, car parking, and the loss of traditional details including traditional windows.
- 3.11 Part 2 is the draft Management Plan. It sets out detailed proposals of how residents, landowners and developers should address key issues for proposed alterations to buildings and structures either within or adjacent to the conservation areas. This includes issues such as boundary enclosures, drives, shop fronts, extensions, window replacement, dormer windows, cladding and repointing. There is guidance on opportunities for new development, setting and views; as well as guidance on trees, public realm, street furniture, surface materials, and car parks.
- 3.12 Appendix 4 is a key appendix and sets out details of the proposed changes to the current Conservation Area boundary (See **Map 1** of Slinfold on page 5 above). There is 1 proposed change to the current boundary (shown purple on **Map 1**); this is proposed as an addition to the current boundaries, with no removals.
- a) The inclusion of Old Stables and Barn Cottage, as this area is judged to be an important contributor to the local character and appearance of the Conservation Area.

## Warnham

- 3.13 Warnham Conservation Area was designated in 1976. Since then, the Conservation Area has not been reviewed.
- 3.14 The Warnham Conservation Area Appraisal comprises the same sections as the Slinfold Appraisal.
- 3.15 The Appraisal has drawn the following conclusions:
- i) Over the last 40 years, the guidance concerning the assessment of heritage significance and value ascribed to late 19<sup>th</sup> century and 20<sup>th</sup> century architecture has evolved.
  - ii) It is important that design is properly informed by an appreciation of prevailing character and setting sensitivity.
  - iii) Since designation of the Conservation Area, the village has been extended including new development within the Conservation Area to the west of the Vicarage. It is considered that the changes to this part of the Conservation Area have resulted in a change to the historical interest of the space. Consideration has therefore been given as to whether this change impacts on the specific character of the Conservation Area. It has been concluded that in terms of the specific criteria for the designation of the Conservation Area the cricket ground and village hall, although important community facilities do not contribute to the historic interest or the architectural quality that is identified in the residual Conservation Area.
  - iv) It is proposed that the Conservation Area is extended to include the Victorian Warnham Court Farm buildings as they represent the remaining part of Warnham Court Farm, which played a role in the historic development of the settlement.
  - v) It is proposed that the Conservation Area boundary should be amended, with a small area to be removed from the Conservation Area including the cricket ground and Village Hall, and the extension of the Conservation Area to include the buildings within Warnham Court Farm.
- 3.16 **Map 2** below on page 8 identifies the historic conservation area boundary of Warnham. It also identifies areas where this boundary is proposed to be extended to include areas within a new revised Conservation Area boundary and also areas that are proposed to be removed from the current Conservation Area boundary.

**Map 2 Warnham – Current Conservation Area and 1 Proposed Deletion/1 Proposed Extension to the Conservation Area**



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<b>Proposed Extension and Deletion to Warnham Conservation Area</b>	
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- 3.18 Similarly to the work that was carried out for Slinfold, Part 1 of the Appraisal for Warnham sets out a discussion of the historic development summary for the village, as well as details of landscape, views, character areas and Conservation Area setting. Part 2 focuses on the draft Management Plan. The draft Management Plan offers guidance on how works to the historic built environment, new development and the works affecting the “Environment and Public Realm” should be carried out.
- 3.19 The current boundaries of the Warnham Conservation Area have been reassessed and it is suggested there is one addition and one area removed (see **Map 2** on page 8 above).

#### One Proposed Extension to the Warnham Conservation Area Boundary

The Conservation Area is extended to include the Victorian Warnham Court Farm buildings as they represent the remaining part of Warnham Court Farm, which played a role in the historic development of the settlement.

#### One Proposed Deletion to the Warnham Conservation Area Boundary

New development has been undertaken on land at The Glebe. This infill development has resulted in a dilution of the relationship between the cricket ground/village hall and the properties within Church Street. Although the cricket ground and village hall, are important community facilities in themselves they do not contribute to the historic interest or the architectural quality that is identified in the residual Conservation Area.

## **4 Next Steps**

- 4.1 See paragraphs 6.1, 6.2 and 6.3 below.

## **5 Views of the Policy Development Advisory Group**

- 5.1 The results of the Conservation Area assessments were discussed at the Policy Development Advisory Group (PDAG) on 5 August 2019. Members advised the cabinet member that consultation should take place on the draft appraisals in due course.

## **6. Consultation**

- 6.1 If it is agreed to go out to consultation on the draft Conservation Area appraisals, it is intended to inform the relevant Parish Councils of the forthcoming (January 2020) public consultations on the proposed changes to the conservation area boundaries for the two settlements by attending appropriate Parish Council meetings in December 2019.
- 6.2 It is anticipated that following Cabinet, a four week public consultation will be held between 6 January 2020 and 3 February 2020 on the proposed alterations to the existing Conservation Area boundaries. Following the public consultation exercise, a report summarising the responses will be prepared and presented to Cabinet on



the 26 March 2020. This will include a proposal to adopt the Conservation Area Appraisals and Management Plans as guidance for planning officers to assist in the determination of planning applications in the relevant settlements.

### **Other Courses of Action Considered but Rejected**

- 6.1 The option of not producing draft Conservation Area Appraisals and Management Plans was considered but it was decided that the development pressures on these two historic settlements was too great not to produce the conservation guidance and attempt to control development to a greater extent.

### **7 Resource Consequences**

- 7.1 The cost of consultations will be met from within the existing budgets and will largely consist of officer time.

### **8 Legal Consequences**

- 8.1 Section 71(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that “It shall be the duty of a local planning authority from time to time to formulate and publish proposals for the preservation and enhancement of any parts of their area which are conservation areas.” It is considered that the contents of this report are consistent with the statutory duty referred to above.

### **9 Risk Assessment**

- 9.1 Updating the existing Conservation Areas will reduce the risk of challenge to decisions made on planning applications.

### **10 Other Considerations**

- 10.1 N/A.