



Report to the Executive for Decision 7 January 2013

Portfolio:	Strategic Planning and Environment
Subject:	Titchfield Conservation Area Character Appraisal and Management Strategy
Report of:	Director of Planning and Environment
Strategy/Policy:	Fareham Borough Local Plan
Corporate Objective:	Protect and Enhance the Environment

Purpose:

This report summarises the outcome of public consultation on the draft Conservation Area Character Appraisal & Management Strategy for Titchfield Conservation Area.

The report proposes the adoption of the Conservation Area Character Appraisal & Management Strategy as evidence in support of the saved policies of the Fareham Borough Local Plan Review (June 2000), the policies contained within the Fareham Local Plan Part 1: Core Strategy and the emerging policies of the Fareham Local Plan Part 2: Development Sites & Policies.

Executive summary:

This report relates to the Council's programme for the review of the adopted conservation area character assessments. It recommends adoption of the revised Titchfield Conservation Area Character Appraisal and Management Strategy including the making of an article 4 direction, which has taken into account the outcome of the draft document consultation and guidance produced by English Heritage

Recommendation:

It is recommended that:-

- (a) The Titchfield Conservation Area Character Appraisal and Management Strategy, as set out in Appendix A to this report, be adopted as evidence in support of the Fareham Borough Local Plan Review (June 2000), the policies contained within the Fareham Local Plan Part 1: Core Strategy and the emerging policies of the Fareham Local Plan Part 2: Development Sites & Policies.
- (b) The preparation of an article 4 direction, as recommended in the character appraisal document, is supported.

Delegated authority was granted by the Executive to the Executive Member for Strategic Planning and Environment in July 2010 to make article 4 directions in accordance with the provisions of The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2010 and this proposal will be the subject of a further detailed report.

- (c) Delegated authority is granted to the Director of Planning and Environment in consultation with the Executive Member for Strategic Planning and Environment to make minor factual and formatting alterations prior to publication of the adopted document.

Reason:

The documents continue the Council's programme for re-appraisal of the adopted Conservation Area Character Assessments which currently play a key role in helping to identify the heritage significance of conservation areas and in preserving and enhancing their character and appearance through the development management process and in liaison with statutory undertakers.

Cost of proposals:

The operation of the management strategy will be undertaken through existing officer resource and departmental budgets. Any environmental improvement works will be subject to the availability of additional funding.

Appendices A: [Titchfield Conservation Area Character Appraisal and Management Strategy](#)

B: [Draft document consultation comments, responses and action table](#)

Background papers: Individual responses to the public consultation.

Executive Briefing Paper

Date: 7 January 2013

Subject: Titchfield Conservation Area Character Appraisal and Management Strategy

Briefing by: Director of Planning and Environment

Portfolio: Strategic Planning and Environment

INTRODUCTION

1. This report seeks adoption of the revised Conservation Area Character Appraisal and Management Strategy document for Titchfield following public consultation. This continues the programme of re-appraisal of the Council's adopted character appraisal documents. The first Titchfield Conservation Area Character Assessment was adopted in 2002.
2. English Heritage guidance concerning conservation area management now advises Local Authorities to produce conservation area character appraisals and management strategies and to keep them up to date.

THE ROLE OF CHARACTER APPRAISALS

3. A Conservation Area Character Appraisal identifies the qualities of a conservation area that give it heritage significance. Character can derive from the age and style of individual buildings, the way groups of buildings are arranged, the spaces between them, their historical significance in the development of an area and their use. Other factors such as; open spaces, landscaping, trees and important views all interact to form the overall character of an area. In order to make informed decisions about development that affects the character of a conservation area it is essential to have a clear understanding of its heritage significance through an up to date character appraisal document.
4. The appraisal documents also have a general role to play in informing local residents and others about the history of the borough's older settlements and those aspects of their character and appearance that it is important to protect.

THE MANAGEMENT STRATEGY

5. In line with current English Heritage guidance the updated character appraisal has been amended to include a management strategy that sets out the Council's approach to the conservation of the conservation area. It outlines the procedures currently in place to manage change and proposes additional measures and opportunities for enhancement as identified by the appraisal; such as the use of article 4 directions to control potentially harmful alterations, and further additions to the local list.
6. The draft management strategy (as published for public consultation) proposed measures and enhancements to preserve the character and appearance of the conservation area including the following;
 - Use of an article 4 direction to control harmful alterations.
 - Monitoring by photographic and street audit every four years.
 - Liaison with other bodies, including statutory undertakers and other council departments who are responsible for, or undertake, works or re-instatements that are likely to affect the character and appearance of the conservation area.
 - Addition of The Parish Rooms, The former theatre and assembly room at Coach Hill, 37, 39, 41 The Square.
 - Opportunities for enhancement including,
 - Continuation of the environmental improvement works undertaken in 2007 to include the northern end of the High Street and the green space adjacent to 3 south street;
 - Improvements where appropriate to street furniture including seating, bollards and lighting columns;
 - Redevelopment of 8-10 Southampton Hill;
 - Securing replacement of inappropriate architectural detail on historic buildings;
 - Improving the visual impact of the Tanneries buildings.
7. Following adoption the appraisal document will be used as evidence in support of the saved policies of the Fareham Borough Local Plan Review (June 2000), the policies contained within the Fareham Local Plan Part 1: Core Strategy and the emerging policies of the Fareham Local Plan Part 2: Development Sites & Policies. As such, the content of the documents is a material consideration in the determination of planning applications.

ARTICLE 4 DIRECTION

8. Some alterations, mostly to dwellings, can be made in a conservation area without the need for a planning application; a process known as permitted development. The exercise of permitted development rights can lead to changes that are harmful to the character and appearance of a conservation area and an article 4 direction can be used to restrict them and make a planning application necessary. An article 4 direction does not necessarily prevent alteration but by requiring a planning application allows its impact on the character and appearance of the conservation area to be properly considered.

9. It is proposed therefore that the use of an article 4 direction would be appropriate in the Titchfield Conservation Area.

THE PUBLIC CONSULTATION PROCESS

10. Public consultation on the draft Character Appraisal and Management Strategy was undertaken between 29 October and 23 November 2012. It comprised:
- Placement of a display in the Titchfield Community Centre where copies of the document and a comment sheet were made available. The display was periodically manned by an officer of the Council for a number of morning, afternoon and evening sessions to help with enquiries.
 - A letter posted to all residents and premises within the conservation area boundary notifying them of the draft document, the display in the community centre and the period of consultation. Consultation letters were also sent to the Fareham Society, Fareham Local History Group, Titchfield Residents Association, Titchfield Local History Society, English Heritage, Hampshire County Council and other relevant statutory undertakers.
 - Placement of an advertisement by site notice at locations within the conservation area boundary notifying the community of the draft document, the display in the community centre and the period of consultation.
 - Detailing the consultation on the Council's website, including the draft document for download, a copy of the display material from the community centre and access to an online comment sheet was made available. A link to the consultation page on the Council's web site was included on all the consultation material.
11. The consultation asked for comments on the following:
- **Question 1.** The key features identified in the character appraisal to be preserved or enhanced;
 - **Question 2.** The proposed opportunities identified in the character appraisal for enhancing character and appearance;
 - **Question 3.** Comments on the proposal to control harmful alterations to buildings by using an article 4 direction to require a planning application;
 - **Question 4.** Any important views or vistas of the village from the surrounding area or from within the village itself;
 - **Question 5.** Any general comments.

THE OUTCOME OF PUBLIC CONSULTATION

12. In total 39 completed responses were returned which raised a wide range of issues. Some responses related to the specific questions asked and some raised other issues. A summary of the views received is set out below and a more detailed table of comments is attached at Appendix B. The table includes an officer response and a suggested amendment to the document or another action if appropriate.

Responses to Question 1

13. There were 14 responses that expressed support for all of the key features to be preserved or enhanced identified on page 25 of the draft document. The majority of the specific responses received related to the contribution to the character of the village made by historic surfacing materials and the need for the document to recognise their importance. The final document has been amended as a result. Specific references were made to the cobbles on vehicle crossings in the High Street, which have recently been lifted by the Highway Authority and temporarily replaced with tarmac, whereby the views expressed wished to see these re-used or replaced with a similar material. Officers have now agreed with the Highway Authority that the original material is stored and considered for re-use. Other comments related to the importance of the landscaped setting of the village and concern at the narrow width of some of the pavements in the village.

Responses to Question 2

14. There was notable support for improvements to the green at the bottom of West Street, particularly with regard to creating a positive space where people can sit; one comment was received objecting. Comments were also received relating to signage, street lamps, siting of bollards and existing surfacing materials. Positive comments were received relating to the replacement of lost architectural detail on historic buildings, visual improvements to the Tannery buildings and the possible redevelopment of 8-10 Southampton Hill.

Responses to Question 3

15. There was significant support for the use of an article 4 direction to control harmful alterations to buildings by requiring a planning application. There were 15 comments in support of further control and 1 against.

Responses to Question 4

16. There was a good response to this section with 15 comments suggesting views or vistas that people considered to be important. These have been assessed and are now referred to in the revised document under 'Setting and Views' on page 10 and on the Setting Plan on page 14.

Responses to Question 5

17. There were numerous general comments on the document. A total of 11 responses supported the document in general for its content, layout and quality. There were two other principal matters raised by respondents. The first matter concerned highway traffic, congestion, parking and speed within the village. These are detailed on page 5 of Appendix B. The second matter relates to wider planning issues concerned with new development in and surrounding the village, which are detailed on page 6 of Appendix B. Other matters which are outside the scope of the Appraisal and Management Strategy will be forwarded to the appropriate service for consideration and action, as noted.

18. With regard to the highway matters, the identified issues will be raised with the Highway Authority. The future management of streets will need to be subject to more detailed and focussed consultation through Hampshire County Council as the Highway Authority, in conjunction with the Borough Council. Some of the issues raised are likely to be considered as part of the potential future extension of the High Street/Square environmental improvements. This liaison process is identified within the Management Strategy of the document.
19. With regard to wider planning and development issues, these will be considered through the normal planning process having regard to the saved policies contained within the Fareham Borough Local Plan Review (June 2000), the policies contained within the Fareham Local Plan Part 1: Core Strategy, the emerging policies of the Fareham Local Plan Part 2: Development Sites & Policies and the evidence set out in the Titchfield Conservation Area Character Appraisal and Management Strategy. This approach is identified within the Management Strategy of the document. As the Development Sites & Policies Plan is still in draft form, comments that may inform its revision can be considered alongside the consultation comments made on the draft Plan.

CONCLUSION

20. The Titchfield Conservation Area Character Appraisal and Management Strategy continues the Council's programme for re-appraisal of the adopted Conservation Area Character Assessments which currently play a key role in helping to identify the heritage significance of conservation areas and in preserving and enhancing their character and appearance through the development management process.
21. The document has been prepared following best practice guidance set out by English Heritage and has taken account of the comments raised by the community of Titchfield and other interested organisations.

Reference Papers: None