

# CONSERVATION AREA ADVISORY COMMITTEE

## AGENDA



Thursday 22nd November 2012

At 6.00 p.m.

At Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT

### MEMBERS OF THE CONSERVATION AREA ADVISORY COMMITTEE:

The Mayor, Stuart Drummond  
Councillor Rob Cook, Chair of Planning Committee  
David Bentham, Hutton Avenue Residents Association  
Mrs Joan Carroll, Hartlepool Civic Society  
Mr John Cambridge, Hartlepool Headland Conservation Area Advisory Group  
Ms Jo Lonsborough, Elwick Parish Council  
Ms Julia Patterson, Park Residents Association  
Mrs Maureen Smith, Hartlepool Archaeological and Historic Society  
Mr Richard Tinker, Victorian Society  
Mr Brian Walker, Greatham Parish Council

- 1 Apologies for absence
- 2 Minutes of last meeting held on 26<sup>th</sup> July 2012
- 3 Matters arising
- 4 Presentation by students from Newcastle University on Seaton Carew Conservation Area
- 5 Buildings at Risk in Hartlepool
- 6 History of the North East in 100 sites – Engine House
- 7 Shop Front Design Guide
- 8 Any other business

## CONSERVATION AREA ADVISORY COMMITTEE

27<sup>th</sup> July 2012

### MINUTES

The meeting commenced at 6.00 pm at Bryan Hanson House, Hartlepool

Present: Joan Carroll, Hartlepool Civic Society  
Julia Patterson, Park Residents Association  
Maureen Smith and E Smith, Hartlepool Archaeology and Historic Society  
Richard Tinker, Victorian Society  
Brian Walker, Greatham Parish Council

Officers: Sarah Scarr, Landscape Planning and Conservation Team Leader  
Peter Graves, Conservation Officer

#### 1. Visit to Engine House, Cemetery Road

Prior to the meeting beginning the Committee visited Throston Engine House to look at the building and the wider proposals for the linear park on the adjacent land.

#### 2. Apologies for Absence

The Mayor, Stuart Drummond, Councillor Rob Cook, Chair of Planning Committee, David Bentham, Hutton Avenue Residents Association, John Cambridge, Hartlepool Headland Conservation Area Advisory Group, and Jo Lonsborough, Elwick Parish Council.

#### 3. Minutes of the meeting held on 19<sup>th</sup> April

Confirmed.

#### 4. Matters Arising

None

#### 5. Presentation by Brian Walker on the Rural Plan

The Vice Chair of the Rural Plan Group gave a presentation on the Rural Plan for Hartlepool which covers the Parishes of Dalton Piercy, Elwick, Greatham (including the area up to Greatham Creek), Hart and Newton Bewley but excluding small areas of the Parishes (Kingfisher Close, South Fens and Wynyard).

It was reported that the group have been awarded £20,000 grant assistance to develop a Rural Plan. On establishing the group assistance was provided by Colin Haylock (current chair of the Royal town Planning Institute) to guide the residents through the initial stages and offer advice.

Mr Walker outlined that the idea of such plans was for the proposals to start with the

community and work their way up. Such proposals should not conflict with existing policy already in place. Work to date includes a mapping exercise of the area and some public consultation, although the intention is to carry out further consultation with residents as initial meetings have not been well attended. The next stage will be to develop a draft plan which will go out to consultation.

The other potential options open to residents taking part in such tasks were also outlined including the opportunity for the community to identify assets that residents could potentially take responsibility for and the potential for community right to build.

An open discussion by the Committee followed the presentation around the particular topics which had been raised as a focus for the plan. Mr Walker indicated that one of the main subjects that the group was looking to address was housing development.

Members thanked Mr Walker for his presentation and asked to be kept updated of key development in the work of the group.

## **6. Enterprise and Regulatory Reform Bill (Penfold Review)** *(Director of Regeneration and Neighbourhoods)*

The Conservation Officer updated the Committee on the latest developments in the Penfold Review. Some of the proposals from this review have now been implemented in the form of the Localism Act and the National Planning Policy Framework however the Enterprise and Regulator Reform Bill will bring forward further elements of the review including merging conservation area consent with planning permission for demolition of an unlisted building in a conservation area, allowing Certificates of Immunity to be applied for at any time rather than when a planning application is submitted, enabling the creation of Heritage Partnership Agreements, allowing for the extent of special interest in a listed building to be clearly defined and enabling accredited agents for provide certification of applications for certain types of works to listed buildings.

The Committee discussed the report and its implications including the potential issues around Heritage Agreements and problems which may arise if list descriptions were used as a definitive guide to what was and wasn't listed within a building.

### **Decision**

That the report be noted.

## **7. Review of Conservation Grant Scheme** *(Director of Regeneration and Neighbourhoods)*

The Landscape Planning and Conservation Team Leader provided a review of the Conservation Grant Scheme which has run since 2006.

The background and remit to the scheme was explained followed by an analysis of the grants provided for the past six years. It was stated that since the inception of the scheme 112 grants have been distributed across the eight conservation areas in Hartlepool. A break down of this was provided showing the most of the applications have been focused in the Headland and Grange areas of the town. Works carried out under the conservation grant scheme were shown to be mostly for re-roofing works, followed by replacement windows and doors. The indirect benefits of the scheme were noted, in particular the fact that of the 37 firms who have carried out work on the scheme, only 8 have come from outside Hartlepool. In most cases these firms have

been brought in to do particular specialist work and have worked alongside Hartlepool companies. In addition it was outlined that the £386,432 grant provided has brought in £489,684 match funding.

The Committee praised the scheme and acknowledged the good news that the scheme would continue in the new financial year.

#### **Decision**

That the report be noted and that the Committee sends its congratulations to the Mayor on the success of the grant scheme not only in the enhancement to conservation areas but also in the support it has provided for local businesses.

## **8. Guidance on Heritage Statements** *(Director of Regeneration and Neighbourhoods)*

The Landscape Planning and Conservation Team Leader briefly outlined the background to Heritage Statements. The statements are required to accompany planning applications and should form an assessment of Heritage Assets. It was noted that the style and level of detail in the statements submitted varied dramatically therefore it was hoped that this note would assist applicants in providing this information.

Members of the Committee asked how applicants would obtain copies of the guidance and it was confirmed that it would be provided on the Council's website and sent out to applicants should an application be invalid due to a lack of a Heritage Statement.

#### **Decision**

The Committee noted the report and agreed to provide feedback on the note.

## **9. Any other business**

### Shop Front Design Guide

The Landscape Planning and Conservation Team Leader provided copies of a draft Shop Front Design Guide recently completed to Committee members asking for their comments.

### Ward Profiles

The Landscape Planning and Conservation Team Leader notified the Committee that a consultation was open until the 27<sup>th</sup> August enabling residents to provide feedback on descriptions that had been compiled for the new wards in Hartlepool. The Committee noted the opportunity to provide feedback.

### Former Ambulance Station, Elwick Road

Committee members enquired about the sale of the former ambulance station now owned by Hartlepool Council. The Landscape and Conservation Team Leader replied that improved market conditions were being awaited before marketing proceeded.

### Tunstall Court

Members asked for an update on Tunstall Court. Officers stated that they were not aware of any change in the situation but agreed that they would email members with any available updates.

### Engine House

Members of the Committee asked that their feedback from the visit to the Engine House be passed on to the Linear Park Group. It was agreed that the Conservation Officer would do this and confirmed that the Committee felt that the linear park was a positive step but that the Engine House remained a challenging building. It was clear that the building would be best if enclosed and used for interpretation however there should, where possible be stronger links to the Linear Park to ensure it becomes a fundamental element of the Park. Committee members also drew attention to the area of open space opposite the Engine House on Old Cemetery Road (south-east of Penrith Street and Howard Street) which should also be included with in the Linear Park. During the site visit members read the various interpretation panels and thought these should be rationalised of part of a larger interpretation of the Engine House site. Finally members thought there should be clear links to the proposed coastal path which is to run near the Engine House site.

The meeting concluded at 7:55 p.m.

## **Report of:** Director of Regeneration and Neighbourhoods

### **Subject:** Review of Seaton Carew Conservation Area

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#### **1 Introduction**

- 1.1 The purpose of this report is to update the Committee on the progress being made on the review of the Seaton Carew Conservation Area by students from Newcastle University.

#### **2 Background**

- 2.1 Hartlepool Borough Council currently has 8 conservation areas: the Headland, Stranton, Grange, Park, Church Street, Seaton Carew and the villages of Elwick and Greatham.
- 2.2 Under Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990 Local Planning Authorities (LPA) have a duty to “formulate and publish proposals for the preservation and enhancement of conservation areas”. Under this duty LPAs’ are required to ensure that the boundaries to existing conservation areas are in order to protect their character, identity and heritage within them.
- 2.3 The purpose of the review therefore is to investigate whether the current Seaton Carew Conservation Area boundary is appropriate or if it has been diluted in light of recent council decision making, changes in government legislation and the on-going alterations that have beset the area.

#### **3 Current Position**

- 3.1 The Seaton Carew Conservation Area was first designated in 1969 and subsequently extended in 1976 and then again in 2002. The Conservation area runs from Lawson Road in the north to just beyond the Bus Station in the south. Predominantly, it is the properties which face onto the seafront that are included within the Conservation Area however there are a number of exceptions: The Green and Church Street.
- 3.2 As part of the boundary review the first draft of the historical development plan, spatial analysis and character analysis have been completed in line with the guidance set out in English Heritage’s “Conservation Principles, Policies and Guidance (2008)” and “Understanding Place: Conservation Area Designation, Appraisal and Management (2011)”. From the initial analysis the area can be spilt into two main zones, the area to the north of Station Lane which is primarily residential and the area to the south which is focused more on tourism and the commercial sector.

## 4 Consultations

- 4.1 A major component of the review is the public and statutory consultations which have to be completed. To date, creating the public questionnaire has been the most time consuming aspect of the review, with the final revision only recently being agreed with the council. The questionnaire was hand delivered to all of the properties within the conservation area on the 9<sup>th</sup> November 2012. As a result of the statutory six week consultation period the deadline for returning the questionnaires will be the 21<sup>st</sup> December 2012. In total, 165 questionnaires were delivered to properties within the conservation area whilst an additional 5 were delivered to properties on the boundary which have been highlighted within the questionnaire as a possible area for the boundary to be extended.
- 4.2 The questionnaire is a simple double sided A3 sheet which has been folded to create a leaflet (see enclosed example). The questionnaire has a number of statements and questions which raise issues within the Conservation Area such as shop frontages, uPVC windows and cluttered street furniture. It asks if the resident agrees, disagrees or has no opinion on the questions or statements. The questionnaire also includes a map of the area which outlines the existing boundary and shows an area on Queen Street which may be considered as a possible extension to the Conservation Area. A further proposal is also illustrated, that of limiting the Conservation Area to the area around The Green. The suggested new boundary is the most radical cut that can be taken to the existing boundary but has being included in the hope of encouraging responses. In order to allow people to explain where they feel the boundary should be respondents are encouraged to draw on the map. For anyone who feels that they may need to expand on any of the issues raised there is a space on the back of the survey for them to write comments.
- 4.3 As part of the consultation process, letters have been sent to a number of external statutory bodies explaining the review and inviting them to comment on the proposals. The following outside agencies have been consulted;
- English Heritage
  - Heritage Lottery Fund
  - Esh Group (Preferred developer for the Seaton Carew Seafront Regeneration)
  - Tees Archaeology
  - Hartlepool Civic Society
  - Georgian Society
  - Victorian Society
  - Hartlepool Archaeological and Historic Society

In addition, ward councillors, Planning Committee and the Regeneration Department of Hartlepool Borough Council have also been consulted.

## 5 Conclusion

- 5.1 To date, it is difficult to draw any conclusions from the work. Public Consultations are due to finish in December and the statutory bodies

responses must be received by the 2<sup>nd</sup> of January 2013. The feedback will then be analysed and evaluated before being presented at Planning Committee on 9<sup>th</sup> January 2013. Based on the consultations, and the findings and opinions of the consultancy group, a final report/document will be produced for the 14<sup>th</sup> January 2013.

## **6 Recommendation**

- 6.1 The Committee notes the report.



**Report of:** Director of Regeneration and Neighbourhoods**Subject:** Buildings at Risk in Hartlepool**1 Introduction**

- 1.1 English Heritage launched its latest Heritage at Risk Register in October. This report will update the position of Heritage at Risk in Hartlepool and consider what opportunities are available to the local authority to monitor heritage assets in its area more closely.

**2 Background**

- 2.1 On the 12<sup>th</sup> October English Heritage launched their Heritage at Risk Register. The register is produced on a yearly basis and covers the following heritage assets:

- Grade I and II\* Listed Buildings
- Grade II Listed Buildings in London
- Grade I, II\* and II Listed Places of Worship
- Scheduled Monuments
- Registered Parks and Gardens
- Registered Battlefields
- Protected Wreck Sites
- Conservation Areas

- 2.2 In Hartlepool the following heritage assets appear on the register this year,

Places of Worship

- Church of the Holy Trinity, Church Street, Seaton Carew (Grade II); condition – very bad; priority – A (Immediate risk of further rapid deterioration or loss of fabric; no way forward agreed)
- Church of St Hilda, High Street, Headland, (Grade I); condition – poor; priority – C (Slow decay, no way forward agreed)

Scheduled Monuments

- Medieval Farmstead and irregular open field system at High Burntoft Farm, Elwick; Principal vulnerability – extensive vehicle damage/erosion; Condition – Generally unsatisfactory with major localised problems; Trend – declining.
- Low Throston deserted medieval village; Principal vulnerability – deterioration – in need of management; Condition – generally satisfactory but with significant localised problems; Trend – declining.

Conservation Areas

- Headland; condition – very bad; vulnerability – low, Trend - deteriorating.
- Seaton Carew; condition – poor; Vulnerability – low; Trend – deteriorating significantly.

- 2.3 It should be noted that officers of English Heritage assess the level of risk associated with all of the entries on the register for Hartlepool apart from Conservation Areas. Officers of local authorities are asked to complete questionnaires on the character of each conservation area within their authority's boundary and depending on the responses provided the level of risk is assessed.
- 2.4 A Heritage at Risk Register for Hartlepool was created in 2012. The register comprises not only those assets identified by English Heritage but also assets known by the local authority to be at risk. This provides a single information point for Heritage at Risk and allows information on assets included on the register to be freely available. It enables those assets at risk to be monitored on a more formal basis and highlights the sites locally which it is hoped will assist in securing their future.

### **3 English Heritage Pilot Study**

- 3.1 There are some 345,000 grade II buildings in England, accounting for 92% of all listed buildings. English Heritage is looking at ways in which these buildings can be surveyed and included in future Heritage at Risk registers. They have invited applications to fund nine to 15 pilot surveys around the country with local authorities, national parks and heritage and community groups as partners. Up to £20,000 is available to fund each project.
- 3.2 Work is currently underway in Hartlepool to assess the potential to run a project in the borough. A verbal update will be provided at the meeting on the current position.

### **4 Recommendation**

- 4.1 That the Committee notes,
1. The heritage assets located in Hartlepool that have been included on the English Heritage, Heritage at Risk Register 2012.
  2. The proposal to submit a pilot project to English Heritage to survey listed buildings in Hartlepool.

**Report of:** Director of Regeneration and Neighbourhoods**Subject:** Nomination of the Engine House to the History of the North East in 100 Sites Festival

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**1 Introduction**

- 1.1 The report is to inform the Committee of a proposed nomination of the Throston Engine House to a History of the North East in 100 sites.

**2 Background**

- 2.1 The Lindisfarne gospels are to return to the Durham in June 2013. To mark this return the North East Historic Forum (HEF), a grouping of key local heritage organisations which work together to encourage a collaborative consistent approach to the management of the historic environment, are organising a festival of 100 sites that provides a narrative history of the North East from the creation of the Lindisfarne Gospels to the present day, a period of 1,400 years.
- 2.2 The narrative will centre on the creativity and innovation of the north east region, rather than a simple historic sequence. Examples of creativity and innovation could be architecture, engineering, art, technology and industry. The festival is intended to engender a sense of local place and pride (engaging the support and involvement of local people) with the intention to raise the profile of the North East on the national and international stages. The festival will be accessible on the World Wide Web and if funding is raised printed material may also be available.
- 2.3 Besides the above criteria the nominated site must be publically accessible in the sense that it can be easily viewed rather than open to the public. There must also have publically accessible information available which explains the site.
- 2.4 The closing date for nomination to be made to the North East Historic Forum for the 100 sites is the 1<sup>st</sup> December 2012. The HEF do not see the project as an end itself but as the launch point for ongoing engagement with the public and the historic environment in general.

**3 Proposal**

- 3.1 On the basis of the festival criteria it is proposed to nominate the Throston Engine House as a candidate for consideration for inclusion in the 100 Sites.
- 3.2 The Engine House has been considered previously by the Committee in connection with the proposed bid to the Heritage Lottery Fund for the Linear Park. The structure formed part of the early innovative railway and mining

history in the north east. A 23 mile railway line from Hartlepool to Haswell was completed in 1835. Haswell, together with other sites like South Hetton, Shotton and Hutton Henry, were some of the earliest collieries to be established in the north east. The railway together with the docks at Hartlepool provided a ready access to valuable export markets in London. The role of the Engine House at the very end of the line was to haul coal tubs over the nearby staithes to load coal directly into colliers.

- 3.3 The history of the railways and coal mining was typified by a dynamic entrepreneurial spirit with competing railway companies trying to be the first to establish lucrative railway lines. The establishment of the Hartlepool to Haswell railway line to exploit coal reserves had a far wider economic impact than originally intended in which the Engine House had a catalytic role.
- 3.4 The Hartlepool to Haswell railway line was built by the Hartlepool Dock and Railway Company. Another company, the Stockton and Hartlepool Railway Company, also built a railway line from the south west and was exporting coal from Hartlepool from other pits. To access the docks their own coal had to be hauled up an incline by the static winding engine in the Engine House to the height of the staithes, but at a cost. The Stockton and Hartlepool Railway Company became frustrated at the costs and restrictions placed upon their own export of coal by a rival company and in response bought an area of sand dunes to create an alternative harbour for its own independent export route. This resulted in the new town of West Hartlepool essentially the present town of Hartlepool. What followed was rapid economic growth with Hartlepool being the forth largest port after Liverpool, London and Hull and for a time in the 1890's over took Hull.

## 4 Conclusions

- 4.1 The Throston Engine House appears to meet the criteria set out by the HEF for the North East Festival of 100 sites. The Engine House formed part of the very early nineteenth century history of the north east in the establishment of the railways and coal mining industry with all its engineering innovation. This history was typified by competitive entrepreneurial companies taking risks to gain an advantage. Out of this competition the Engine House played a catalytic, if accidental role, in the further economic and urban growth.
- 4.2 The Engine House meets the other criteria in that it is accessible to the public according to the festival criteria and has information nearby which explains the significance of the Engine House.
- 4.3 The successful inclusion of the Engine House in the 100 sites will raise the profile of the Engine House in the context of bid applications for funding to the Heritage Lottery Fund. It will also raise public awareness of the importance and significance of the Engine House which is the intention of the 100 sites festival allowing it to be more fully appreciated.

## **5 Recommendation**

- 5.1 The Committee notes the report.

## **Report of:** Director of Regeneration and Neighbourhoods

### **Subject:** Shop Front Design Guidance

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#### **1 Introduction**

- 1.1 Both the Seaton Carew and Church Street Conservation Area Management Plans highlighted the need for further information on the development and alteration of shop fronts and advertisements. This report details the guidance that is being developed to address this issue.

#### **2 Background**

- 2.1 The Council has a statutory duty under the Planning (Listed Building and Conservation Areas) Act 1990 section 71 (1) which states,

*'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 was under this duty that management plans for Seaton Carew and Church Street Conservation Areas were completed in 2011. Each management plan concluded with an Action Plan outlining future objectives for the areas.

- 2.2 Two objectives for both Seaton Carew and Church Street Conservation Area were,

- i. 'To secure the preservation, restoration or improvement, as appropriate, of shop frontages in Seaton Carew / Church Street Conservation Area.'*
- ii. 'To encourage the use of traditional signage on commercial properties in Seaton Carew / Church Street Conservation Area'*

- 2.3 Previous Local Plan documents included a Supplementary Note which provided 'Design Guidance for Development in Conservation Area and for Works to Listed Buildings.' This note included advice on shop fronts. A guide has been developed to replace the Supplementary Note addressing both of the objectives raised in the Management Plans. A copy of the draft guide can be found appended to these papers.

#### **3 Shop Front Design Guide**

- 3.1 It is proposed that once the draft is finalised town wide consultation will take place, to capture views from both conservation areas and other shopping areas. The document will eventually be a Supplementary Planning Document and be a material consideration when determining planning applications.

## **4 Recommendation**

- 4.1 The Committee notes the report and provides comments on the Draft Shop Front Design Guide.





**Any other comments:**

(Please use this space to add any other comments about the conservation area boundary review. You might wish to think about the type of restrictions or opportunities the conservation area provides or the kinds of things you would like to be protected more.)



**Thank you for taking the time to complete this survey.**

**Please return your survey by midday Friday 21st December. You can hand in your completed survey to Seaton News on The Front, Seaton Carew Library, Bryan Hanson House or Civic Centre. Alternatively, you can post in to one of the addresses detailed below.**

**For more information or to speak to an officer, please contact:**

**Chris Pipe**  
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# Seaton Carew Conservation Area Boundary Review

## We want your views!

**Hartlepool Borough Council has commissioned post graduate Town Planning students from Newcastle University to carry out a boundary review of the Seaton Carew Conservation Area.**

### What does this mean?

It is important that a boundary is reviewed regularly to make sure it is up to date and relevant. A boundary review will look at what is included in the Conservation Area and how it has changed over the years. The review will decide whether the current boundary is appropriate, needs to be extended to include more of the area or reduced to exclude parts that are considered no longer appropriate.



### What is a conservation area?

Our towns, cities and countryside are constantly changing and conservation areas give protection to places which include historical buildings, important open spaces and special views. They also protect places which represent our society and culture.

Seaton Carew is one of the last remaining examples of a seaside resort from the 1700s. The Conservation Area contributes to our sense of identity and quality of life, as well as protecting the area for future generations.

A conservation area is not about restricting development and preventing change, it is about managing change in a positive way so as to make sure what already exists is enhanced.

### How does this affect you?

Conservation Area status exists to protect the unique features of a place which residents and visitors value. If after the review your property is included in the Conservation Area, residents and business owners would need to ensure that any alterations to their premises conform to Conservation Area requirements, for example using traditional materials when replacing roof tiles, windows and doors and maintaining the historic shop fronts.





Please read the following statements below and tick whether you agree 😊 disagree 😞 or don't know 😐. There is a space on the back for more comments.

	😊	😞	😐
As far as practically possible, traditional shopfronts and advertisements should be maintained or should be replaced with sympathetic alternatives in the conservation area.			
Modern uPVC windows and doors are an acceptable alteration within the conservation area and do not impact on the character of individual buildings.			
Street furniture, such as road signs, bus stops, benches and fencing, in the conservation area currently detracts from the area because it is unsympathetically designed and located.			
The current pastel colours of buildings and detailing in the conservation area is suitable to this traditional seaside town and creates an attractive place.			
The local council should be more proactive in encouraging the upkeep and maintenance of buildings in the conservation area and take action against any untidy sites.			
The existing green, open spaces in the conservation area are used fully and are sympathetic to the character of the area.			
Further protection than is already provided by being in a conservation area should be applied to more buildings in the area to protect their character and restrict inappropriate development.			



The map below shows the existing conservation area and a possible new boundary. Please tick below whether you agree or disagree with the possible changes. If you have a different suggestion of where the boundary should be, please draw your ideas on the map.



- KEY:**
- Current Conservation Area Boundary
  - Suggested New Boundary
  - Suggested New Extension

	😊	😞
Possible new boundary covering The Green only (shown on map)		
Possible new extension (shown on map)		

**Tick the most important to you:**

I support the preservation of the existing Seaton Carew Conservation Area regardless of costs/implications to the owners of the properties or the Council.	
I support the preservation of the existing Seaton Carew Conservation Area however a balance must be achieved to attract investment/support the local economy.	
If it was a choice between the preservation of the existing Seaton Carew Conservation Area or investment in a building which was not sympathetic to the conservation area I would choose to invest.	
I do not support the preservation of the existing Seaton Carew Conservation Area.	

































































