

# CONSERVATION AREA ADVISORY COMMITTEE

## AGENDA



Thursday 28<sup>th</sup> November 2013

At 6.00 p.m.

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

### MEMBERS OF THE CONSERVATION AREA ADVISORY COMMITTEE:

Councillor Jim Ainslie, Heritage Champion  
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 Richard Waldmeyer, Grange Conservation Area Resident  
Mr Brian Walker, Greatham Parish Council

- 1 Apologies for absence  
Cllr Ainslie, Cllr Cook, Richard Tinker
- 2 Minutes of last meeting held on 16<sup>th</sup> May 2013
- 3 Matters arising
- 4 Conservation Newsletter
- 5 Local list review
- 6 Short updates and information exchange

**Date of next meeting**  
**6<sup>th</sup> March 2014, 6:00pm Civic Centre, Victoria Road**

## CONSERVATION AREA ADVISORY COMMITTEE

16<sup>th</sup> May 2013

### MINUTES

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

Present: David Bentham, Hutton Avenue Residents Association  
John Cambridge, Hartlepool Headland Conservation Area Advisory Group  
Joan Carroll, Hartlepool Civic Society  
Julia Patterson, Park Residents Association  
Maureen Smith, Hartlepool Archaeological 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. Apologies for Absence

Jo Lonsborough, Elwick Parish Council

#### 2. Minutes of the meeting held on 16<sup>th</sup> May 2013

The Minutes were confirmed.

#### 3. Matters Arising

Engine House – at the last meeting there was some discussion around the building being up for sale. It was confirmed that the building was available at an auction on 12<sup>th</sup> April but it was understood that it was not sold.

Park Lodge – the Landscape and Conservation Team Leader confirmed that the Estates Section is considering submitting an application for planning permission to convert the property to a house with a view to disposing of the building in the future.

Member Attendance – the new structures of the Council were being established. It was suggested that the Planning Committee would be approached with regard to nominating a new Heritage Champion to replace the Mayor and that person could then be invited to sit on the CAAC if agreed.

Reviews of Seaton Carew Conservation Area and Stranton Conservation Area – Officers would look to progress these in the coming year as outlined in the February Agenda.

#### 4. Heritage at Risk *(Director of Regeneration and Neighbourhoods)*

The Landscape Planning and Conservation Team Leader provided background details on the Hartlepool Heritage At Risk Project and the progress to date. The process used to generate volunteers was outlined along with details of the first training day held on 20<sup>th</sup> April. The survey methods used were described with examples of both the electronic and paper forms.

The guidance leaflet provided to volunteers was circulated for information. Details of how the information will be collated were provided in the form of a document covering the buildings in Greatham and Newton Bewley.

Julia Patterson congratulated officers on being one of the pilot schemes that English Heritage have decided to fund.

There was some discussion around the form that is being used which is based on one produced by English Heritage. In particular Members felt that some of the information requested was difficult to provide such as details of heritage crime and names of owners. Members of the committee who had volunteers said that having local knowledge of the area assisted in answering these questions.

#### **Decision**

The Committee noted the report.

### **5. Headland Neighbourhood Plan** (*Director of Regeneration and Neighbourhoods*)

The Landscape Planning and Conservation Team Leader provided information on the Headland Neighbourhood Plan which has been produced by a Working Group comprising members of the Parish Council and the community.

John Cambridge who is part of the group provided detailed information on the work carried out by the group with the assistance of the Prince's Foundation. He outlined the initial day that was used by the Foundation to collect baseline information, and the three day scoping exercise which subsequently followed, where workshops were held with members of the community to gather their thoughts and ideas for the area. John described the methods used by representatives of the Foundation to gather information including the collation of data on plans and sketches of solutions for vacant sites. The final document, which will be used as a basis for the Neighbourhood Plan, was circulated to the Committee.

The Committee stated that the document was very good and would provide a very useful basis to build the plan on. In particular Richard Tinker felt that the plan showing how small sites could be developed was useful as the combination of these sites could provide substantial growth for the area without greatly impacting on its character. Brian Walker praised the document and noted that the group had developed their vision further than the Rural Plan; he thought the document would be useful to take and show the Rural Plan Group.

#### **Decision**

The Committee noted the report and asked for their praise of the document to be passed on to all those involved.

### **6. The Enterprise and Regulatory Reform Act 2013** (*Director of Regeneration and Neighbourhoods*)

The Conservation officer noted the introduction of new legislation in the form of the Enterprise and Regulatory Reform Act 2013. The purpose of the Act is to simplify the way heritage is protected. The proposals consist of reforms covering, Heritage Partnership Agreements, Local and National Listed Building Consent Orders, Certificates of Lawfulness, Conservation Area Consent being replaced, changes to listed building entries and Certificates of Immunity.

The Committee discussed the impact of Planning Permission replacing Conservation Area Consent and how this would impact on the subsequent redevelopment of sites. It was noted that the National Planning Policy Framework has a specific policy which requires the redevelopment of sites where heritage assets are lost which should reduce the number of vacant sites. There was a brief discussion around the changes to list descriptions on new

entries and how this will assist in identifying those parts of a building that are listed and others which are not of interest.

**Decision**

The Committee noted the report.

## **7. Any other business**

John Cambridge raised concerns regarding the proposed flood defences for the Town Wall on the Headland. The Conservation Officer said that there was an on-going discussion with English Heritage and HBC Engineers regarding the most appropriate solution for the site and it would not be a reinforced concrete wall. There was a general discussion regarding coastal defences in the Headland area and in particular the impact that various works may have on the area and problems currently experienced. It was noted that the proposed works are part of a wider scheme to improve defences down the whole of the North East coast supported by the Environment Agency.

Julia Patterson asked if it was possible to consider an alternative venue to Bryan Hanson House for the next meeting and it was agreed that this would be investigated.

The meeting concluded at 7:30 p.m.

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

### **Subject:** Conservation Newsletter

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#### **1 Introduction**

- 1.1 It is the intention of officers to circulate a newsletter with information on conservation in Hartlepool. This report outlines the background behind this proposal and seeks the committee's views on the proposed content.

#### **2 Background**

- 2.1 The completion of the Heritage at Risk Project has created a group of volunteers who have an interest in the historic environment. Many of them have gained new skills as a result of the project. It is important to continue to support these volunteers and to utilise the skills that they have for the benefit of the historic environment of the town.
- 2.2 It is proposed that a quarterly newsletter is circulated round the volunteers and other interested parties such as this committee, Planning Committee and the Heritage Champion. This would keep interested parties up to date with the current conservation issues in Hartlepool and provide an outlet to make them aware of other opportunities to volunteer.

#### **3 Format of the newsletter**

- 3.1 Correspondence with volunteers has been by email therefore it is proposed that the newsletter would be emailed to volunteers in a PDF format and made available on the authority's website.
- 3.2 Officers are interested to hear the views of this committee on the type of content that might be of interest in a newsletter. It is proposed that topics covered include the following,
- Significant projects impacting on heritage assets.
  - Current work projects that may provide opportunities for volunteers.
  - Projects which are open to public consultation such as conservation area appraisals and management plans.
  - Current work and projects carried out by Tees Archaeology.

#### **4 Recommendation**

- 4.1 The Committee notes the proposal to circulate a newsletter and provides details of any topics which they feel should be covered in a newsletter.

**Report of:** Director of Regeneration and Neighbourhoods**Subject:** Locally Listed Buildings

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**1 Introduction**

- 1.1 In January 2012 a list of Locally Listed Buildings was agreed by the Portfolio Holder. This report outlines the review of the list that is proposed to be carried out in 2014.

**2 Background**

- 2.1 Hartlepool has some 200 listed buildings. These are properties which have been designated by the government as structures which are of 'special architectural or historic interest'.
- 2.2 Locally listed buildings are not of national significance however they may merit protection because, for example, they are the work of a local architect or have a link to a locally significant historical figure which, although not nationally noteworthy, nevertheless makes a contribution to the local sense of place. These buildings are sometimes omitted from the national list because the view is that there are better examples elsewhere within the country. Some characteristics of buildings may, however, be rare within Hartlepool or may have important group value or may display important local distinctiveness which makes up the town's heritage. There are currently 182 locally listed buildings in Hartlepool comprising buildings, parks, street furniture and monuments.
- 2.3 The National Planning Policy Framework (NPPF), describes heritage assets as, 'A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).' Within the NPPF there are policies relating to both designated and non-heritage assets.

**3 Updating the list**

- 3.1 The original work carried out to establish the list encompassed surveying buildings across the borough. It is considered that the most effective way to continue to update the list is on a thematic basis, rather than attempt to review large areas again. This is similar to the methodology used by English Heritage.
- 3.2 It is proposed that the surveys for new buildings to add to the list will encompass buildings, structures and spaces associated with both the World Wars. This subject is already covered in the list by way of two pill boxes and anti-tank defences in Greatham and a number of war memorials across the

town. It is felt that this would be an opportunity to achieve more comprehensive coverage. Research has shown that there are remnants of pill boxes and anti tank track obstacles elsewhere in the borough. In addition 2014 is the centenary of the First World War and there are a number of events and projects planned in Hartlepool to mark this occasion. The choice of this subject matter will link in to those events.

- 3.3 The selection criteria for the list will be the same as that used to decide the original list in 2011. A copy has been attached in Appendix 1 for information. It is proposed that an independent panel is established to select the final entries to be added to the list.
- 3.4 Alongside the new additions it is proposed that where buildings already on the list have been demolished or radically altered these will be deleted to ensure that the list is up to date and remains relevant.

#### **4 Recommendation**

- 4.1 The Committee notes the proposal to review the local list and comments on the choice of theme.

## APPENDIX 1

### Defining a locally important building

The statutorily listed buildings can be all sorts of structures including telephone boxes, walls and gates as well as what we all recognise as buildings. In addition there is also a statutory process which recognises parks and gardens. It is proposed that when considering locally important buildings these definitions are combined and therefore the list will not be limited to buildings but will include other streetscape structures along with parks and landscapes.

### Assessment Criteria

The proposed assessment criteria that will be used;

- **Design merit:** is it the work of a particular architect or designer of regional or local note? Does it have qualities of age, style or distinctive characteristics relative to the area? Does it have landmark quality? Is it characterful and time-honoured or locally-valued
- **Historic interest:** does it relate to an important aspect of local, social, economic, cultural, religious or political history; does it have an historic association with an important local feature?
- **Historic association:** does it have close associations with famous local people (must be well documented); does it relate closely to any statutorily protected structure or site?
- **Survival:** does it survive in a substantial and recognisable form; are historic features and layout still present; does it represent a significant element in the development of the area?
- **Layout:** is it part of a planned layout that has remained substantially intact e.g. a terrace or a square?
- **General:** does it provide an important visual amenity?

### Selection of properties for a local list

The selection of properties for a local list would be carried out by an independent panel of local experts specifically formed to consider locally important buildings.



**Report of:** Director of Regeneration and Neighbourhoods**Subject:** Short updates and information exchange

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**1 Stranton Conservation Area Management Plan**

- 1.1 A report will be taken to Planning Committee on the 18<sup>th</sup> December requesting that the Committee agree the Stranton Conservation Area Management Plan. Copies of the final draft plan can be downloaded from the Council's website.

**2 Engine House**

- 2.1 It is understood that the property has been sold to a private owner. Officers have made owners aware that the building is on the local authority's list of Heritage at Risk. There are no outstanding planning or listed building consent applications on the Engine House therefore any new proposals would require consent. The Committee will be updated on any progress that is made with the structure.

**3 Park Lodge, Ward Jackson Park**

- 3.1 An application has been submitted to the Council to convert the property to a residential building. The application comprised the change of use of the building and a new access to the property off Elwick Road (Ref; H/2013/0287).
- 3.2 During the processing of the application information came to light regarding a covenant in place restricting the sale of the building. The application was considered at the meeting of Planning Committee on 20<sup>th</sup> November and was approved.

**4 Tunstall Court**

- 4.1 To date no new proposals for the building have been progressed; the committee will be notified should an application be submitted. The local authority is mindful of the state of the building and continues to engage with the owners to work towards a solution for the property.

**5 Park Neighbourhood Planning Forum**

- 5.1 A proposed boundary and forum designation has been submitted to Hartlepool Borough Council by the Park Neighbourhood Planning Forum for the Park Neighbourhood Plan. The boundary encompasses the area south of Hart Lane, north of Summerhill Lane, east of the Rural Plan boundary and west of Granville Avenue. It comprises the urban area of the Rural West ward (formerly Park ward) and a proportion of the Victoria ward in order to include the entirety of the conservation area.

- 5.2 Once adopted a Neighbourhood Plan will become part of the formal planning process and must be in general conformity with national planning policy and the Local Authority's development Plan (currently the Hartlepool Local Plan 2006). To date two areas in Hartlepool have been formally designated as Neighbourhood Planning areas, and the development of both the Rural and Headland Neighbourhood Plans is well underway.
- 5.3 Consultation on the proposed boundary closes on the 30<sup>th</sup> November 2013. This committee will be updated as the plan progresses.

## **6 Heritage Champion**

- 6.1 English Heritage established a network of Heritage Champions (formerly Historic Environment Champions) in 2004. The aim was to champion the interest of the historic environment from within local authorities. Heritage Champions are able to recognise and respond to issues that are important to people locally. They are well placed to support local groups and other organisations that realise the cultural, social and economic potential of their local historic environment.
- 6.2 On the 23<sup>rd</sup> October a report was taken to Planning Committee on Heritage Champions and the role that they can play. Cllr Jim Ainslie of Headland and Harbour Ward was nominated by the Committee.

## **7 Shop front design guidance**

- 7.1 The Shop Front Design Guidance Supplementary Planning Document is intended to encourage good design within retail areas of Hartlepool to achieve centres that are vibrant, pleasant to visit, and safe.
- 7.2 It will also fulfil the request for guidance on this subject which has become apparent in recent consultation on conservation area management plans in Seaton Carew, Church Street and Stranton.
- 7.3 The document will be opened to public consultation in the New Year. The committee will be notified of the consultation and invited to comment.