

**CONSERVATION AREA  
ADVISORY COMMITTEE  
AGENDA**



**Thursday 6<sup>th</sup> September 2007**

**at 6.30 p.m.**

**in**

**The Trustees Room, Hospital of God, Greatham**

**(Please see Agenda below re walking tour of the village)**

**MEMBERS: CONSERVATION AREA ADVISORY COMMITTEE:**

The Mayor, Stuart Drummond  
Councillor Rob Cook, Chair of Planning Committee  
Mrs Sheila Bruce, Hartlepool Civic Society  
Mrs Maureen Smith, Hartlepool Archaeological and Historical Society  
Mr Brian Walker, Greatham Parish Council  
Mrs Pat Andrews, Headland Parish Council  
Ms Julie Bone, Headland Residents Association  
Mr Lloyd Nichols, Seaton Carew Renewal Advisory Group  
Mr Richard Tinker, Victorian Society  
Mrs Andy Creed Miles, Society for the Protection of Ancient Buildings  
Mr Brian Watson, Royal Institution of Chartered Surveyors  
Mr Andy Riley, Royal Institute of British Architects  
Mr Ian Campbell, Park Residents Association  
Mr Ron Clark, Princess Residents Association

- 1. WALKING TOUR OF GREATHAM – DEPARTING FROM HOSPITAL OF GOD MAIN DOORS AT 6.00PM**

**RETURNING FOR MEETING IN TRUSTEES ROOM**

- 2. APOLOGIES FOR ABSENCE**
- 3. MINUTES OF LAST MEETING HELD ON 14<sup>TH</sup> JUNE 2007**
- 4. MATTERS ARISING**

5. **HEADLAND CONSERVATION AREA APPRAISAL UPDATE**
6. **PARK CONSERVATION AREA APPRAISAL UPDATE**
7. **CONSERVATION GRANT SCHEME, PROPOSED CRITERIA**
8. **ANY OTHER BUSINESS**

# CONSERVATION AREA ADVISORY COMMITTEE

## MINUTES

14 June 2007

### Present:

Mrs Maureen Smith, Hartlepool Archaeological and Historical Society  
Mr Brian Walker, Greatham Parish Council  
Mr Richard Tinker, Victorian Society  
Mr Brian Watson, Royal Institution of Chartered Surveyors  
Mrs Julia Patterson, Park Residents Association  
Sarah Scarr, Landscape Planning and Conservation Manager  
Peter Graves, Townscape Heritage Initiative Manager  
Ian Jopling, Transportation Team Leader  
David Cosgrove, Principal Democratic Services Officer

### Also present

Mr Ian Campbell, Park Residents Association  
Mr Eric Smith, Hartlepool Archaeology and Historical Society

### 61. Appointment of Chair

In the absence of both The Mayor and Councillor Rob Cook it was agreed that Sarah Scarr would facilitate the meeting.

### 62. Apologies for Absence

Apologies were received from The Mayor, Stuart Drummond; Councillor Rob Cook; Mrs Sheila Bruce, Hartlepool Civic Society; Mrs Pat Andrews, Headland Parish Council; Mrs Andy Creed-Miles, Society for the Protection of Ancient Buildings.

### 63. Transport Interchange Scheme

Ian Jopling gave an outline to the Committee of the proposed Transport Interchange to be constructed at the railway station in the town. The scheme would include new road access to the railway station, coach and bus facilities, re-arranged car parking, new disabled car parking, drop-off facilities and new taxi arrangements. The scheme had been in preparation for quite some time as there had been a significant number of legal issues to be resolved before it could proceed.

Members of the Committee questioned Mr Jopling on a number of aspects of the proposed scheme, these and the responses outlined are set out below :-

- The access road to the station is narrow already, is it adequate for two way traffic. Yes – there has been a safety audit carried out.
- Buses were causing problems already in Church Street, would this scheme rectify the problem? There had been problems following an experimental change to the timing of the lights at the junction with the A689. The timings had been changed back.
- There were concerns that the car parks could be a problem. The car parks would be redesigned and controlled by the Council. Charging would be introduced in line with the other car parks in the town centre. The car park was not designed to be used by commuters but was there for bus and rail users.
- Was there sufficient interest in the coach and bus facilities? Yes – all the coach companies operating long distance services were committed to the interchange and the services 6 and 7 would use the facility. Regular use by the in-town services would be dependent on the timings for getting buses into and out of the interchange and through the traffic lights. Services linking into the new Grand Central rail service would also be key.
- Was there going to be any direct access to the Marina from the station through this scheme. No - the footbridge had been removed and was unlikely to be replaced for some time, if at all. The potential new light rapid transit system for the Tees Valley may bring a second platform.

In relation to the improvements at the Railway Station itself, Ian Jopling indicated that the biggest complaint through the consultation feedback was the toilets at the station. The toilets would be improved with access through the main ticket hall. The doors would be remotely controlled by staff to limit misuse. All of the improvements to the building would be to the main building to bring all parts of the building back into use. There would be no works to the platform side of the building. The tiled mural would be kept as its historical importance was acknowledged by all involved in the scheme. All the design costs were being met for these parts of the works by Northern Rail. Ian Jopling also highlighted the recent Scrutiny Investigation by the Regeneration and Planning Scrutiny Forum into the rail approaches to the town. There was also reference to the Mayor's scheme to work with the College of Art to install a mural on the wall opposite the platform to reduce the impact of the wall.

Members of the Committee indicated their support for the scheme which would tidy up the area of land behind Church Street considerably and bring a new much needed facility. The Committee was also very happy to hear that the tiled mural was being kept as it was historically very important, not just to Hartlepool but to the country as it was one of only a few of these tiled murals still remaining in railway stations.

Ian Jopling was thanked for his presentation to the Committee.

## **64. Minutes of the meeting held on 8 March 2007**

Confirmed.

## **65. Matters Arising and Updates**

Sarah Scarr reported that there had been a planning application submitted for the lodge at Briarfields, though nothing had been received for the other two plots. The application for the lodge house was subsequently withdrawn as it was felt to be inappropriate for the site in its current form would be recommended for refusal by Officers. Officers were discussing the matter with the applicant to advise on an alternative scheme.

## **66. Headland Conservation Area Appraisal Update**

The consultants Scott Wilson have been appointed to carry out an appraisal of the Headland Conservation Area. A steering group of local representatives has been established to guide this process. To date two consultation events have been held in November 2006 and March 2007. Both events included displays providing information on the appraisal and questionnaires for residents to provide feedback. The next stage of the process will be to produce a draft report with recommendations. This will be the subject of a third round of public consultation in June. It is anticipated that the final report will be produced in August 2007. A bus had been hired to tour the area to display the proposals and seek residents' responses. This would take place on 28 June, the same day that the Andy Capp statue was being unveiled. The bus would be stopping at the Town Square, the Town Moor and the Gun Battery. It was hoped that by taking the public consultation out of the Borough Hall into the streets of the Headland this would generate an improved response rate on previous consultations.

Peter Graves reported that the archaeological dig at the Friarage Field had uncovered remains of regional significance. Medieval walls had been uncovered together with some Anglo-Saxon remains probably from the monastery that had been on the site at that time. A full report on the finds was available.

Peter Graves also indicated that consultants were looking at uses for the Manor House and the associated land. Uses for the community, visitors and possibly a teaching facility were being considered. The rest of the site may be considered for residential development and this had been included in the original brief. One of the original ideas had been the development of a medieval cloister garden but the costs were very high.

The Committee noted the report.

## **67. Park Conservation Area Appraisal**

Sarah Scarr reported that over the past year the Park Conservation Area has been the subject of various planning applications. This pressure of development had demonstrated the need to provide a clear statement of the character of the area. Approval has been given to use Planning Delivery Grant to commission consultants to carry out an appraisal of the area. A brief was put together for this purpose and circulated at the last meeting of this committee. The brief was sent out to six consultants who were capable of carrying out an appraisal and five had replied. All the responding companies had been invited for an interview on the 1st June. Following the interviews, the contract for the development of the brief was awarded to the North of England Civic Trust.

A steering group of local representatives will be convened to guide the appraisal and feed in local knowledge. The steering group will include Ward members, representatives of residents groups and local interest groups such as the Friends of Ward Jackson Park. The project was to commence in July and a photographic survey would be undertaken by the council's photographer.

Committee members asked if there was to be an archaeological survey as part of the project. Peter Graves indicated that an archaeological survey formed a standard part of the process. Sarah Scarr indicated that it would be expected that the consultants would bring in any necessary expertise to undertake the various parts of the appraisal. They would also be provided with a list of local groups that would be able to feed into the appraisal.

The Committee noted the report.

## **68. Planning Committee Working Party**

Sarah Scarr reported that the Planning Working Group's report had been submitted to the Planning Committee. The Committee had decided to refer the matter back to the Working Group for further consideration on how the use of materials will fit into the conservation areas. Further research on the use of upvc had been requested. This was specifically in relation to design and specification that such products could achieve.

Further updates would be submitted to future meetings.

## **69. Any Other Business**

The next meeting of the Committee would be held on Thursday 6 September 2007 commencing at 6.00pm. The venue would be the Hospital of God at Greatham and would be preceded by a walk around of the village.

**Subject: Headland Conservation Area Appraisal Update**

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**1 Introduction**

- 1.1 This report is intended as an update on the current position with the Headland Conservation Area Appraisal

**2 Background**

- 1.1 The consultants Scott Wilson were appointed to carry out an appraisal of the Headland Conservation Area. A steering group of local representatives was established to guide this process.

**3 Current Position**

- 3.1 At the last meeting of this committee an update on the final public consultation was provided.
- 3.2 The report is now complete in a draft format and will be taken to Planning Committee and the Portfolio Holder prior to wider consultation being carried out.

**4 Recommendation**

- 4.1 The committee notes the report.

**Subject: Park Conservation Area Appraisal**

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**1 Introduction**

- 1.1 This report is intended as an update on the current position with the Park Conservation Area Appraisal

**2 Background**

- 2.1 The North of England Civic Trust was commissioned in June to carry out an appraisal of the Park Conservation Area.
- 2.2 A steering group of local representatives has been assembled to guide the process. The steering group includes, representatives of the Park Residents Association, Friends of Ward Jackson Park, The Civic Society and member representatives.

**3 Proposed process**

- 3.1 The first meeting of the steering group took place on July 24<sup>th</sup>. At the meeting it was agreed that the public consultation will take place in the form of two walks round the conservation area on the 2<sup>nd</sup> and 5<sup>th</sup> September. The walk on the 5<sup>th</sup> will be followed by a talk by Peter Hogg a local historian. Further to this the North of England Civic Trust will have a stall at the Summer Party in the Park on 26<sup>th</sup> August.
- 3.2 An update will be provided at the meeting on the attendance at the public consultation events.

**4 Recommendation**

- 4.1 The committee notes the report.



## **Subject: Conservation Grant Scheme Update**

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### **1 Introduction**

- 1.1 This report is intended as an update on the current position with the Conservation Grant Scheme

### **2 Background**

- 2.1 The current Conservation Grant Scheme started in the financial year 2006/07. The scheme experienced a high level of interest and the budget of £50,000 was offered to fourteen properties over the year.
- 2.2 The scheme was continued this financial year. Within the first four months of the scheme £30,235 has been offered to seven properties. It is anticipated that further applications will be forthcoming for works to buildings and the scheme is likely to be over subscribed.
- 2.3 Given the high demand for the scheme it is suggested that criteria are introduced for the selection of schemes. This will offer some guidance to those applying to the scheme as to the likelihood of being successful when a number of applications are competing for a small budget.

### **3 Proposed process**

- 3.1 The previously agreed criteria for the grant scheme will remain. These are outlined below.
- 3.2 The grants would continue to be aimed at pre-1919 residential properties that are located in one of the eight conservation areas or listed residential properties both inside and outside the conservation areas.
- 3.3 Grant will still be offered to undertake repairs to the structure and external fabric of the buildings together with reinstatement and restoration of important architectural features. For example structural repairs would include roofs, timber repairs, stonework and repointing. Works to external fabric would include reinstatement of traditional features including windows and doors. No internal works would qualify unless they were a result of eligible structural repairs.
- 3.4 It is suggested that the level of grant remains the same with offers of 50% of the total value of the works up to a maximum of £5,000 in any one year.
- 3.5 Properties that have in the past benefited from grant funding would not be eligible to claim grant on works that have been grant aided before.

In addition grants would not be offered retrospectively for completed works.

- 3.6 Grants are available to properties which have carried out some unauthorised works to the building but would only be eligible where enforcement action has not been taken against the owner as the works are historic or if the works were carried out by a previous owner.
- 3.7 Previously grants have been issued on a first come first served basis however due to the high demand for grants and the little budget remaining it is suggested that further selection criteria are introduced. These are outlined below.
- 3.8 First priority would be given to properties which are listed buildings followed by properties covered by an Article 4 Direction. Such properties experience restrictions on the type of materials that can be used therefore it is suggested that in this instance the offer of grant assistance would encourage the use of appropriate traditional materials.
- 3.9 Further to this it is suggested that large scale schemes such as the re-roofing of a building or the renewing of windows throughout a property should have priority over small scale works which could, in some circumstances be construed as repair or maintenance, in particular where the property in question has already made extensive changes to the building, for example leadwork to a bay window which has uPVC windows in.
- 3.10 It is proposed that in future financial years similar criteria be used. To ensure the budget is spent it is suggested that applications are accepted at intervals throughout the year and reviewed against the criteria. Should it be clear that the budget will not be spent on priority projects the applications from non-priority properties will be brought forward.

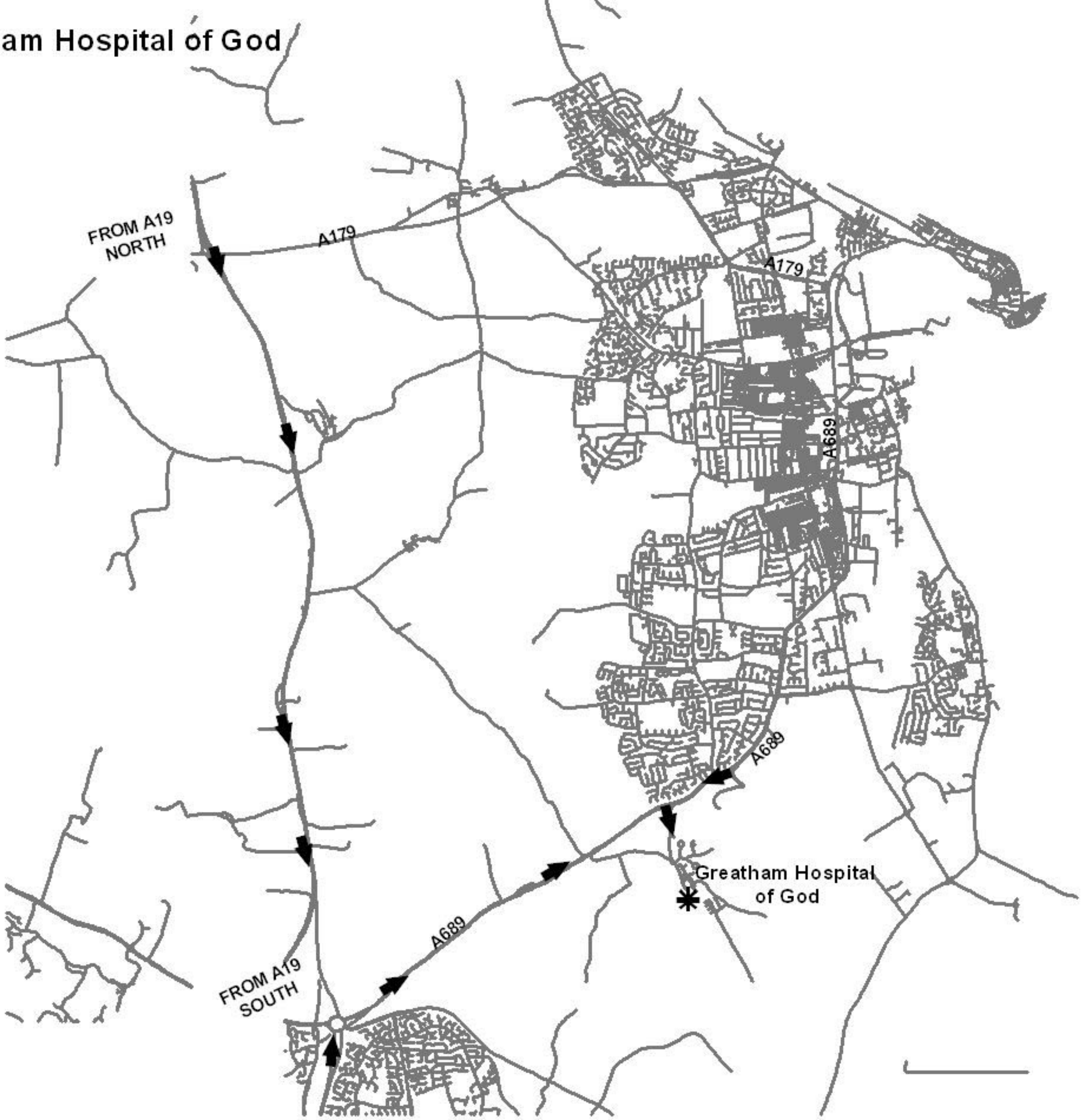
#### **4 CURRENT APPLICATIONS PENDING A DECISION**

- 4.1 There are currently five applications pending a decision. Two of the applications are for works to listed buildings including re-roofing works and replacement windows. These applications would be given priority.
- 4.2 Further to this the remaining three applications are from properties covered by an Article 4 Direction. Two of these are for extensive works to the property including re-roofing. The third is a small scheme of leadwork to a bay window which had UPVC windows fitted prior to the designation of the conservation area. It is suggested that this scheme should be held back and considered only when it is clear that no other priority applications are likely to be received.

## **5 RECOMMENDATION**

- 5.1 The proposal to introduce a set of criteria to select conservation grant schemes against will be presented to the Portfolio Holder on 31<sup>st</sup> August. A verbal update of the decision will be provided at the meeting.

# Location Map of Greatham Hospital of God





# Greatham Hospital of God

