

Thursday, 7 October 2010

at 6.00 pm

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

MEMBERS: CONSERVATION AREA ADVISORY COMMITTEE:

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

- 1 Apologies for absence
- 2 Minutes of last meeting held on 15th July 2010
- 3 Matters arising
- 4 Update on Stranton Conservation Area Appraisal
- 5 Locally Important Buildings
- 6 Church Street Management Plan
- 7 Any other business

MINUTES

15 July 2010

The meeting commenced at 6.00 pm at the Borough Hall, Middlegate, Hartlepool

Present: David Bentham, Hutton Avenue Residents Association

John Cambridge, Headland Conservation Area Advisory Committee

Joan Carroll, Civic Society

Jo Lonsborough, Elwick Parish Council Brian Walker, Greatham Parish Council

Officers: Sarah Scarr, Landscape Planning and Conservation Manager

Peter Graves, Townscape Heritage Initiative Manager Angela Hunter, Principal Democratic Services Officer

34. Apologies for Absence

Apologies were received from The Mayor, Stuart Drummond, Councillor Rob Cook, Mrs Julia Patterson, Mrs Maureen Smith and Mr Richard Tinker.

35. Minutes of the meeting held on 29 April 2010

Confirmed.

36. Matters Arising

Market Hotel – The Landscape and Planning Conservation Manager indicated that English Heritage had engaged consultants DTZ with a view to marketing and ascertaining any interest in the property. The planning application and listed building consent previously submitted had therefore been withdrawn.

Tunstall Court – Work was continuing with the owner to find a solution for the use of the site.

37. Limestone Landscape Partnership – Rural North Hartlepool (2011 to 2014) (Director of Regeneration and Neighbourhoods)

The Townscape Heritage Initiative Manager presented a report which updated the Committee on a project currently being carried out within eastern County Durham and parts of Sunderland, South Tyneside, Hartlepool and Durham known as the Limestone Landscape Partnership.

The Council had made an application based on the following multi-element interlinked projects and extended to the northern part of Hartlepool, which was the extent of the limestone geology.

- Ecology Project
- Built History Project
- Public Access Project
- Tree Survey Project
- Geology Project

A plan of the area was provided for the Committee's information. In response to a question the Townscape Heritage Initiative Manager confirmed that it was hoped that the project would be complete by 2014.

Decision

The proposed application to the Limestone Landscape Project was noted.

38. Headland Townscape Heritage Initiative Scheme

The Townscape Heritage Initiative Manager presented a report which updated the Committee on the work undertaken as part of the Headland Townscape Heritage Initiative Scheme (THI) which had recently come to an end. The report included a summary of the schemes completed as part of the THI programme. It was noted that there were nine key buildings included in the original project with assistance having been provided to three. Work was being undertaken on one of the other properties through private finance and two properties decided not to take up the offer of being part of the scheme. However, officers were continuing to work with the owners of the remaining three properties, which remained unoccupied, to try and find a solution to the issues that were surrounding them.

A discussion ensued on the issues surrounding the Friarage, St Andrews Hall, Morrison Hall and the completion of the railing schemes in the area.

Decision

The end of the Townscape Heritage Initiative Scheme was noted.

39. Draft Visual Appraisal Stranton

Members were advised that the draft visual appraisal report for the Stranton Conservation Area was complete. The report included a detailed description of the area along with the history of the area. There had been recent investment in the area and details of this were included within the report.

A review of the current position and issues faced in that area was detailed in the report and the listed buildings and significant other buildings that had been identified as part of this assessment were highlighted. There were several plans of the Stranton area appended to the report which showed the area pre-1895, 1916-1922, 1969 and 2009.

A discussion ensued on the potential of the area and the possibility of igniting interest in properties in the area.

Decision

The Draft Visual Assessment was noted.

40. Any Other Business – Jesmond Road Primary School

A member guestioned the future of the old Jesmond Road Primary School as the development of a replacement school appeared to have commenced. The Landscape Planning and Conservation Manager confirmed that the Council's Property Section was currently looking at the future of this building.

The Landscape Planning and Conservation Manager confirmed that the building was not listed but that any individual could nominate a building to be listed. It was noted it is notoriously difficult to get Victorian schools listed as there were so many of them nationally. The Landscape Planning Manager indicated that information on the listing criteria for educational buildings could be found on the English Heritage website along with application forms to list properties.

In response to a question the Landscape Planning and Conservation Manager confirmed that work was underway to develop criteria to begin considering the development of locally listed buildings in Hartlepool which would recognise buildings of local significance which were not listed at a national level.

The Townscape Heritage Initiative Manager indicated that this property may be a candidate for local listing as opposed to statutory listing.

41. Any Other Business – Date and Time of Next Meeting

It was confirmed that the next meeting would be held on Thursday 7 October 2010 at 6pm, venue to be arranged.

The meeting concluded at 7:30 pm.

CHAIR

7 October 2010



Report of: Director of Regeneration and Neighbourhoods

Subject: UPDATE ON STRANTON CONSERVATION AREA

APPRAISAL

1 Introduction

1.1 There is a need to review the existing eight conservation areas across the Borough. Full appraisals have been carried out on the Headland, Park and Grange conservation areas. Visual assessments have been carried out in other conservation areas to ensure that a short document is available to define their character. Members of this committee have in the past considered visual appraisals of Church Street, Seaton Carew, Greatham and Elwick. A visual appraisal of the Stranton Conservation Area has been prepared and taken out to public consultation.

2 Background

- 2.1 The Planning (Listed Buildings and Conservation Area) Act 1990 states that local planning authorities shall 'determine which parts of their area are areas of special architectural or historic interest the character and appearance of which it is desirable to preserve or enhance'. Once areas are designated it is then the 'duty of a local planning authority from time to time to review the past exercise of functions under this section and to determine whether any parts or any further parts of their area should be designated as conservation areas; and, if they so determine, they shall designate those parts accordingly.' The starting point in reviewing an existing conservation area is to carry out an appraisal.
- 2.2 Appraisals are a means of assessing the key factors contributing to the appearance and character of existing and potential conservation areas, local authorities are encouraged to undertake periodically conservation area appraisals. There is no formal requirement for the form and content of appraisals, or the methodology to be used, but typically appraisals cover such subjects as historical development of the area, archaeological significance, prevalent building materials, the character of open spaces, the quality and relationship of buildings and also of trees.
- 2.3 The visual assessment is based on the English Heritage document 'Guidance on conservation area appraisals'. It included desk based work considering

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historic plans showing the development of the area, along with on site assessments of the current state of properties within the area.

3 Visual assessment of Stranton Conservation Area

3.1 A draft visual appraisal of Stranton Conservation Area was prepared and brought to this committee in July for comment. The draft has now been finalised and was circulated for consultation in September. 120 leaflets were delivered to all properties within the conservation area. Key buildings such as public houses and shops were provided with leaflets to give out to customers. Copies of the full document were available to download online. Boxes were left in five properties across the area for residents to return their questionnaires. These properties were Stranton DIY, Cora's Newsagents, Hartlepool Housing and Stranton Social Club.

4 Response to consultation

- 4.1 Forty one responses (31%) were returned in the boxes that had been left in the conservation area. A break down of the responses can be found in Appendix 1.
- 4.2 It would appear from the consultation that there is strong support for the conservation area. Respondents were asked four statements regarding the conservation area on the subject of conserving the finer details on properties and ensuring the alterations and extensions were sympathetic to the character of the area. In all cases the majority of respondents reacted positively to these statements. Four questionnaires provided additional comments. Those relevant to the consultation are outlined in Appendix 1. The other two comments concerned policing and the New Deal for Community Grant Scheme. These will be passed on to relevant officers to address.

5 Next steps

5.1 The feedback from the consultation and the results of officer survey works will be used to develop a series of recommendations which will complete the appraisal document. The document will then be taken to the Portfolio Holder for final agreement. A copy of the final document will be circulated round this committee.

6 Recommendation

4.1 The Committee note the consultation that has been carried out in Stranton.

1. Do you agree that it is important to protect the character of the area, by protecting plot shape and size and density levels including open space?

Yes 32 (78%) No 9 (22%)

2. Do you agree with the importance of responding well to the architectural characteristics of existing historic buildings when looking at new development (including extensions and alterations?)

Yes 32 (78%) No 9 (22%)

3. Do you agree that particular attention should be paid to the design and quality of shop fronts, doorways and windows when considering new development (including extensions and alterations)?

Yes 32 (78%) No 9 (22%)

4. Do you think there is a need for additional protection on houses in the conservation area to preserve details such as windows and doors?

Yes 31 (76%) No 9 (22%) Not sure 1 (2)

Additional Comments

Now Stranton Pets has brought the shop front back up to standard it would be nice if the shopfronts were the same. Also the Comet, Allied Carpets building needs to be replaced with something more befitting.

There are a few parts of Hartlepool that is exempt from new development, to be honest that it OK to a certain extent but it would be nice and relevant to the integrity of the town to keep its roots as a town to be proud of [sic].

7 October 2010



Report of: Director of Regeneration and Neighbourhoods

Subject: LOCALLY IMPORTANT BUILDINGS

1. Introduction

1.1 Some local authorities have lists of locally important buildings. These are properties which are important to an area but do not merit inclusion on the statutory listed of listed buildings. This list, compiled by English Heritage, uses national criteria which usually do not take into account the local significance or impact of a building. This report outlines Hartlepool Borough Council's proposals for a list of locally important buildings.

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'. Nominations for potential listed buildings are considered by English Heritage who make a recommendation to the government on the potential to list a property. The Department for Culture Media and Sport (DCMS) considers this recommendation and will, if it deems appropriate, list the building.
- 2.2 English Heritage and DCMS have encouraged the development of Local Lists. While no formal guidance exists for the development and production of a Local List planning guidance does encourage the development of such lists. In 2003 a survey of conservation provision in England found that approximately 44% of Local Authorities had produced a Local List and saw it as a way to identify and encourage protection of locally important heritage assets as well as raise the profile of local history and heritage and conserve local distinctiveness.
- 2.3 Locally important 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 make a contribution to the local sense of place. These buildings are sometimes omitted from the list by the Secretary of State or English Heritage 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

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- may display important local distinctiveness which makes up the town's heritage.
- 2.4 The recently introduced Planning Policy Statement 5: Planning for the Historic Environment defines a heritage asset as 'A building, monument, site, place, area or landscape positively identified as having a degree of significance meriting consideration in planning decisions.' These can include 'assets identified by the local planning authority during the process of decision-making or through the plan-making process (including local listing).'
- 2.5 Within the Local Plan the authority has made a commitment, to prepare a non-statutory list identifying Buildings of Local Interest which would be desirable to preserve as a means of emphasising local character and a sense of place.
- 2.6 Identifying a building as being of local importance would not provide any additional statutory protection above and beyond the existing planning controls that currently cover the property. It would however, be a means of highlighting the significance of a building, to the Borough.
- 2.7 A policy in the Local Plan (HE12) indicates that the Council will seek to prevent the demolition of locally important buildings or the removal of their important features. Their removal or alteration would only be supported 'if it can be demonstrated that it would help preserve or enhance the character of the site and the setting of other buildings nearby.'

3. Criteria

- 3.1 A series of criteria have been compiled for assessing potential locally important buildings. The full list can be found in Appendix 1.
- 3.2 In essence the criteria is similar to those considered for national listing, the architectural merit of the property, the historic interest in the building and the survival of the original structure and features.
- 3.3 The buildings would be known as Locally Important Buildings and unlike those nationally listed there would be no grades distinguishing different levels of completeness or importance.
- 3.4 It is proposed that although referred to as buildings, nominations would not be limited to what is thought of as a building and therefore could include other structures for example pill boxes or traditional telephone boxes, along with parks or landscapes.

4 Consultation

4.1 Alongside officers compiling a list of potential nominations it is proposed that the process is opened up to public consultation to allow residents and local groups an opportunity to nominate buildings which they feel are significant.

- 4.2 A standard form has been developed and will be made available at Council offices and on the website. Alongside this will be a guidance note including the criteria for listing the property and asking, where possible, that people include a photograph of the property or location plan so there can be no doubt of the building which is nominated. In addition they would be asked to provide any research or information they have on the property which they feel demonstrates why the building is locally important. A sample form and guidance note is enclosed with these papers for this committee to comment on the format.
- 4.3 Local groups and committees will be invited to submit any nominations that they have. These groups will include this Committee, the Headland Conservation Area Advisory Group, Parish Councils and residents groups for example, the Park Residents Association and Hutton Avenue Residents Association.
- 4.4 A list of buildings which have already been highlighted in previous appraisals are shown in Appendix 2. In addition the Committee may remember that through the Limestone Landscape Project, nominations for potential locally significant properties were also requested and a list was brought to this committee on 22nd October 2009; those nominations are also included.

5 Selection Process

- Once nominations are closed officers will compile a full list of the buildings including any relevant information which would assist in the selection process. This list will then be published with a further period of consultation to enable residents and groups to nominate any buildings they feel have been missed off the initial draft list.
- 5.2 All of the properties will be contacted directly to make owners and occupiers aware that their building has been nominated and inviting them to make any comments. Their comments will be presented alongside any material considered for selecting the buildings to be placed on a final list.
- 5.3 It is proposed that the selection of buildings would be carried out by an independent panel. The panel would comprise individuals with specialist knowledge in the field of conservation, architecture or history.
- 5.4 Once the panel have compiled the final list owners and occupiers will be notified that their properties are on this list and given an opportunity to comment.
- 5.5 The final list will be presented to Planning Committee for their comments prior to being taken to the Portfolio Holder for agreement.
- 5.6 A timetable outlining the proposed timeline for the process of compiling a local list is shown in Appendix 3.

6 Recommendation

6.1	That the committee comments on the proposed application form and guidance
	note for locally listed buildings.

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 timehonoured 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?

Proposed selection of locally important buildings:

It is proposed that when a conservation area appraisal is carried out an assessment of properties for potential locally listed buildings is included.

Amenity societies and Parish Councils within the town will be approached and asked to nominate potential buildings.

In addition a standard form will be produced that will allow individuals to nominate properties.

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.

<u>List of properties highlighted in conservation area appraisals and previous work as potential</u> candidates for a local list.

Elw ick

- Spotted Cow public house, The Green
- MacOrville public house The Green
- Elw ick Women's Institute, The Green
- Former Elwick Hall School
- Holmlea, The Green

Greatham

- The Grey Memorial Hall Wesleyan School, High Street
- The Greatham Independent Methodist Church, High Street
- Smith Arms public house, 29 High Street
- Former Greatham School, The Green
- Second World War defences consisting of a line of concrete barriers located on the west side of Greatham Beck to the north side of the bridge over the Beck
- Post office
- Greatham Hall
- Outbuildings to the rear of the Smith Arms

Headland

- Morrison Hall, Church Walk
- Spion Kop Cemetery
- Land adjacent to Engine House
- Town Moor

<u>Park</u>

- Briarfields House
- Briarfields Lodge
- Tunstall Court

Stranton

- Greenbank
- Social Club, Waldon Street
- Causew ay Public House
- Buildings w ithin the brew ery complex

Timetable for process of compiling local list

November 2010 – January 2011 Nominations invited

February 2011 – April 2011 Officers compile list and verify information

May 2011 Property owners notified and comments invited

June 2011 Draft list finalised and published

July 2011 – September 2011 Expert panel select final list and owners and

occupiers contacted and invited to make final

comments

October 2011 – November 2011 Final list taken to Planning Committee and

Portfolio Holder

7 October 2010



Report of: Director of Regeneration and Neighbourhoods

Subject: CHURCH STREET MANAGEMENT PLAN

1. Introduction

1.1 This report is to outline to the committee the proposals for a Church Street Conservation Areas Management Plan following on from the Church Street Conservation Area Visual Appraisal reported to the Committee in September 2008. A copy of the Management Plan will be sent separately to these papers.

2. Background

- 2.1 English Heritage in their advice to local authorities' in their publication "Guidance on the Management of Conservation Areas" (February 2006) indicates that an appraisal of a conservation area needs a set of policies, strategies and actions identified to actively manage change in a conservation area. Change in a conservation area is inevitable and the purpose of a management plan is to direct this change in such a way that it strengthens rather than undermines the conservation areas special quality.
- 2.2 Existing national legislation and policy advice in the form of the "Planning (Listed Buildings and Conservation Areas) Act 1990" and "Planning Policy Statement 5: Planning for the Historic Environment" with its supporting Practice Guide from English Heritage provide guidance on how to manage development in conservation areas. Many of these national policies are translated locally to Hartlepool via the Local Development Framework (previously the Hartlepool Local Plan) which provides specific policies to manage listed buildings and conservation areas. However every conservation area has development issues more or less specific to that Area which a Conservation Area Appraisal like that undertaken in Church Street is intended to identify.

3. Management Issues

3.1 The Visual Appraisal for Church Street indicated that progress had been made in improving the functioning and appearance of Church Street. However the Appraisal identified some very particular problems affecting the quality of Church Street Conservation Area which needed specific responses to manage the area and these were:

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- vacant and under used buildings.
- building maintenance (which included the colours used for decoration).
- the installation of roller shutters to shop fronts and business advertising.
- maintenance of the street environment.

4. Management of area to date

- 4.1 Since the Appraisal there has been specific management action to address vacant properties and poor maintenance. A grant budget of £55,000 is aimed at both of these issues to improve the appearance of Church Street.
- 4.2 Vacant Buildings The grant budget has provided grants of up to £10,000 per building to encourage re-occupation of long standing empty properties. Previously vacant properties at Whitby Street are now either completely or partly re-occupied, a number of properties in Church Street are re-opening as public houses or night clubs and others have used the grant to undertake structural repairs to ensure continued long term use of the building and the rented office space that it accommodates. A number of potential schemes are still to proceed this financial year. Appendix 1 has a list of properties benefitting from grant.
- 4.3 **Building Maintenance** The same £55,000 budget has also funded a grant of up to £3,000 per property for decoration (which included the cost of scaffolding and some basic repairs to joinery and render to allow decoration to occur). Appendix 1 lists those properties which have taken up the decoration grant. Besides those on the list other owners have responded by decorating their buildings without any grant help.
- 4.4 The high take up indicates how useful to owners this fund has been. Feedback has indicated that the decoration grant has assisted owners fund the overall costs. The decoration grant has also provided a palette of colours appropriate for the conservation area, to achieve a greater overall positive affect. This relatively simple grant assistance has addressed the problem of maintenance identified in the appraisal document, though some properties still lack a consistent maintenance regime.
- 4.5 The actions, outlined above, undertaken with the assistance of a grant budget has been successful in terms of achieving re-occupation of a significant number of vacant buildings and re-decoration of an even greater number. This would indicate there is a role for a grant budget to manage the Church Street Conservation Area, either as a stand by to deal with vacant buildings or periodically to encourage decoration.
- 4.6 **Maintenance of Street Environmental Works –** The immediate response to the Conservation Area Appraisal was decoration of street furniture consisting of mostly bollards, lighting columns, a canopy over 49 to 53 and 56 to 58 Church Street and entrance features over Whitby Street, Lynn Street and the Station Approach. This simple decoration produced an immediate

improvement to Church Street and provided encouragement to building owners to do the same.

5. Proposed Management Measures

- 5.1 Four issues have been identified in the management plan as relevant to the future management of the Church Street Conservation Area:
 - Vacant and under used buildings.
 - Building maintenance (including decoration colours)
 - Installation of roller shutters to shop fronts and business advertising
 - Maintenance of the street environment.

Further information on each of these issues is provided below along with a brief outline of the suggested measures that are considered to address these problems in the management plan.

- Vacant and Under Used Buildings The report has identified that there has been a reduction in the number of vacant buildings in Church Street in the last twelve months. However a substantial number still remain vacant with further buildings expected to becoming vacant. The availability of a grant budget has assisted in reducing the number of vacant buildings. Powers are available in national planning legislation to address the vacant listed buildings and non-listed buildings in conservation areas and should be considered where appropriate.
- 5.3 **Building Maintenance** One issue that can affect the appearance and quality of the Conservation Area is the lack of building maintenance. Owners indicated that they could not afford to undertake maintenance due to trading conditions. The grant available was relatively small at a maximum of £3,000 per building, yet has had a dramatic impact on the appearance of Church Street from the decoration carried out and the palette of conservation colours used to give an overall coherent end result. Investigations into potential sources of grant budget to continue to support businesses in Church Street will be considered along with the provision of advice to owners on maintenance.
- 5.4 **Shop front shutters and advertising** The report has identified the installation of roller shutters and the type and quality of business advertising from properties as affecting the quality and appearance of Church Street as a Conservation Area. Some design advice has been prepared previously in the form of a "Shop front Design Guide" leaflet produced by the Council in conjunction with the New Deal for the Communities which gives advice on issues like roller shutters, palette of paint colours for shop fronts and signage. The plan suggests that this leaflet could be re-launched to owners in Church Street and amended to emphasis some of the issues like shop front signs and advertisements.
- 5.5 **Adverts** The report has identified the adverse visual impact arising from the adoption of inappropriate signage usually consisting of an internally

illuminated box sign to the shop fascia. An approach to adverts based on hand painted fascia signs etc with the recent grant budget has demonstrated that the type, design and detail of advertisements to buildings and shop fronts can have a positive impact on the appearance of the conservation area. This sentiment is outlined in the management plan along with the proposal that guidance is provided on signage in conjunction with any information produced on shopfronts.

5.6 **Maintenance of Street Environment –** If building owners or new owners are to be encouraged to invest in empty buildings, decorate their buildings and be more careful in their proposals for advertisement and painting of shop fronts then the maintenance of the street furniture needs to be addressed on a regular basis and the street scene not allowed to deteriorate. The street furniture has been decorated and now provides an adequate appearance. However like building owners maintaining there own properties further maintenance need to be undertaken on a regular basis. The area around Church Square is being considered as part of the Town Centre Strategy which includes issues of the design of street furniture and their amount and positioning to avoid the appearance of visual clutter.

6 Recommendation

6.1 The committee comments on the draft management plan for Church Street Conservation Area.

List of grant schemes benefitting from grant up to £10,000

Constitutional Club 9A Whitby Street

10a Tower Street (upper floor)

List of buildings benefitting from grant for decoration Chartered Building Surveyor, 28 church Street BIG Interior Group, 73 Church Street Atkinson Print, 10/11 (lower) Church street Joe Rigatonis, 20 – 21 Church Street Athenaeum Club Streamline Taxis, 10a Tower Street Workwise, 7 Scarborough Street Tower Street Hairdresser, 1 Tower Street Kals Bar, 25 Church Street Idols Bar, 35 Church Street C&D Beauty Products, 8 Scarborough Street Jupiter Management, 9 – 13 Scarborough Street