



*Alison Stuart
Head of Legal and
Democratic Services*

MEETING : EXECUTIVE
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : TUESDAY 17 JULY 2018
TIME : 7.00 PM

MEMBERS OF THE EXECUTIVE

Councillor Linda Haysey	-	Leader
Councillor Eric Buckmaster	-	Executive Member for Health and Wellbeing
Councillor Jan Goodeve	-	Executive Member for Housing
Councillor Gary Jones	-	Deputy Leader and Executive Member for Economic Development
Councillor Graham McAndrew	-	Executive Member for Environment and the Public Realm
Councillor Suzanne Rutland-Barsby	-	Executive Member for Development Management and Council Support
Councillor Geoffrey Williamson	-	Executive Member for Finance and Support Services

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1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
 - must not participate in any discussion of the matter at the meeting;
 - must not participate in any vote taken on the matter at the meeting;
 - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
 - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
 - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.
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 - fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
 - participate in any discussion or vote on a matter in which a Member has a DPI;
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AGENDA

1. Apologies

To receive apologies for absence.

2. Leader's Announcements

3. Minutes (Pages 7 - 16)

To approve as a correct record the Minutes of the meeting held on 12 June 2018.

4. Declarations of Interest

To receive any Member(s) declaration(s) of interest.

5. Update from Overview and Scrutiny Committee (Pages 17 - 22)

To receive a report of the Committee Chairman.

6. Grounds Maintenance Contract Options (Pages 23 - 52)

Key Decision

7. Bishop's Stortford South Masterplan Framework (Pages 53 - 84)

8. Sawbridgeworth Masterplanning Frameworks - Land to the North of and South of West Road (Pages 85 - 120)

9. Proposed Capital Development of Hertford Theatre (Pages 121 - 180)

Note – Essential Reference Papers B1 –B2E are enclosed for Members only

as they contain exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972. In considering these matters, if necessary, the meeting may exclude the press and public in accordance with Agenda Item 19.

10. Future Management of Town Centre Markets (Pages 181 - 196)
11. Brent Pelham Conservation Area Appraisal and Management Plan
(Pages 197 - 292)
12. Crabbs Green Conservation Area Appraisal and Management Plan
(Pages 293 - 346)
13. East End Green Conservation Area Appraisal and Management Plan
(Pages 347 - 410)
14. Little Amwell Conservation Area Appraisal and Management Plan
(Pages 411 - 476)
15. Great Hormead Conservation Area Appraisal and Management Plan
(Pages 477 - 538)
16. Leisure Procurement Update (Pages 539 - 544)
17. Old River Lane (Pages 545 - 654)

Note – Essential Reference Papers C – E are enclosed for Members only as they contain exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972. In considering these matters, if necessary, the meeting may exclude the press and public in accordance with Agenda Item 19.

18. Urgent Business

To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.

19. Exclusion of Press and Public

If required, to move that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the discussion of items 9 and 17 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act.

MINUTES OF A MEETING OF THE
EXECUTIVE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
TUESDAY 12 JUNE 2018, AT 7.00 PM

PRESENT: Councillor L Haysey (Chairman/Leader)
Councillors E Buckmaster, J Goodeve,
G Jones, G McAndrew, S Rutland-Barsby
and G Williamson.

ALSO PRESENT:

Councillors A Alder, R Brunton, M Casey,
M McMullen, P Moore, T Page, M Pope and
R Standley.

OFFICERS IN ATTENDANCE:

Simon Aley	-	Interim Legal Services Manager
Claire Hamilton	-	Harlow and Gilston Garden Town Director
Martin Ibrahim	-	Democratic Services Team Leader
Claire Sime	-	Service Manager (Planning Policy)
Helen Standen	-	Director
Liz Watts	-	Chief Executive

43 LEADER'S ANNOUNCEMENTS

The Leader welcomed Members, Officers and the public
and reminded everyone that the meeting was being

webcast.

44 MINUTES

RESOLVED – that the Minutes of the Executive meeting held on 24 April 2018 be approved as a correct record and signed by the Leader.

45 UPDATE FROM PERFORMANCE, AUDIT AND GOVERNANCE SCRUTINY COMMITTEE

The Executive received a report from the Performance, Audit and Governance Scrutiny Committee detailing its comments and recommendations on various matters considered at its meeting held on 22 May 2018, including on:

- Appointment of Vice Chairman
- Housing and Health Strategy Update
- Draft Annual Report 2017/18
- Castle Weir Micro Hydro Scheme
- Work Programme 2018/19.

RESOLVED – that the report be received.

46 GILSTON AREA CONCEPT FRAMEWORK AND PLANNING PROCESS

The Leader of the Council submitted a report on the Gilston Area Concept Framework document, which sought agreement to use the Concept Framework to inform further work, as now detailed, and act as a benchmark when considering future Development Management decisions in relation to the Gilston Area.

The Leader expressed her appreciation for the amount of hard work and effort put in by the communities of Hunsdon, Gilston and Eastwick and in particular, the members of the neighbourhood plan team. She reiterated the commitment she had given to the local communities of an expectation that high quality design and build will be delivered by the developers.

The Leader referred to the relationship between Gilston and the Harlow and Gilston Garden Town project. She introduced Claire Hamilton, the Harlow and Gilston Garden Town Director, who gave a brief overview of her role.

The Leader responded to a number of questions raised by Councillor R Brunton on behalf of the neighbourhood plan team, as follows:

1. Would the Executive note and support the work put in by the community to date and the value it had added to the process so far?

The Leader reiterated her thanks to the local communities and recognised the efforts of the neighbourhood plan team. The Council had established the Gilston steering group, involving the developer, the Council and community representatives. Whilst some of these meetings had been challenging, she believed that much progress had been made, in large part due to the community's willingness to contribute their time and energy to a project which was not one they would have chosen. She expected the critical friend challenge to continue. She also believed that the reallocation of the designated neighbourhood plan area for Hunsdon to exclude the strategic site of Gilston had

been helpful, as it allowed focus on the needs of this area.

2. Given the preparation of neighbourhood plans for the parishes of Eastwick & Gilston and Hunsdon, will these be recognised in the planning process?

The Leader reiterated the importance of these plans as they went through due process and that once “made” by the Council would carry full weight when considering planning applications.

3. Why was the Concept Framework document not being taken forward as a Supplementary Planning Document (SPD) in its own right?

The Leader reminded Members that the Concept Framework had been prepared to demonstrate the deliverability of the Gilston Area allocation to the District Plan Inspector. It had never been intended to be a formal SPD and did not meet the requirements for producing such a document as set out in the regulations. The framework identified high level design principles, potential land uses, infrastructure requirements and phasing, and illustrated the form that development might take. As such, it would be used as a benchmark in reviewing any future proposals that came forward.

The Leader added that prior to the submission of any planning application, further design work through the pre-application engagement process would be required as set out in paragraph 2.18 of the report submitted. In particular, a Development Charter would be prepared for the site setting out specific principles for delivering the site in accordance with the Gilston Area Policy, the Concept

Framework and emerging Garden Town Spatial Vision. It was intended that this Development Charter would be adopted as a Supplementary Planning Document, building upon and providing more detailed advice and guidance on the policies in the District Plan once finalised.

4. Would the Executive endorse the changes proposed by the neighbourhood plan team to the December 2017 version of the Concept Framework?

The Leader thanked the neighbourhood plan team for their input and advised that these changes would be considered at this meeting and by Council. If approved, they would be included in the documentation formed for the District Plan and be submitted to Council accompanied by the schedule of changes.

5. Would the Executive endorse an additional request by the neighbourhood plan team for a Land Value Capture Report setting out the benefit for the community in respect of providing infrastructure over and above the statutory requirements and assuring the specific ownership of any community assets?

The Leader agreed that the community should benefit from any land capture value as one way to ensure essential infrastructure was provided. This principle had already been written into the Gilston policy in the District Plan as part of the Garden Town principles. Also included was the principle of long-term ownership of land and stewardship of assets. The Council was looking at stewardship models which would apply to most of the strategic sites allocated within the District Plan, and as far as Gilston was concerned, this would be discussed at the steering group

meetings.

6. Would the Executive endorse the neighbourhood plan team's request for further analysis of the highways changes, particularly in respect of the A414 extension, as a matter of urgency?

The Leader referred to the Council's work with the County Council to ensure developers worked within the framework given in LTP4, as sustainable transport had to be a fundamental issue. She was aware that the developers, Places for People, had already had one consultation with the community and specifically with those affected by the proposed route of the A414 onto a second Stort crossing. These plans were still evolving and needed significant work through the highways authorities at both Essex and Hertfordshire County Councils.

7. Would the Executive recognise the concerns regarding the potential location of a hospital and accept that a further impact of emergency traffic on the local communities be agreed?

The Leader referred to the existing hospital's major estate issues, which constrained its ability to improve. Progress will continue to be hampered until a solution was found for either a rebuild on the existing site or a new site. The Council favoured a new site, and had been proactive in working with the hospital to consider options. A number of sites were currently under consideration by the hospital, across all three districts (East Herts, Epping and Harlow), and part of the analysis being undertaken by Princess Alexandra Hospital would include the impact of all traffic, including emergency traffic. Therefore, this issue was in

hand, and she expected to see the results of the hospital's work later this year.

8. Would the Executive support the need to bring forward the Development Charter with the full engagement of the local community?

The Leader referred to her report now submitted, which identified this need within this top layer of strategic plans. This would be informed by the District Plan, the Concept Framework and the emerging Garden Town Spatial Vision. It would set out principles for delivering the allocation in accordance with the Concept and the Vision. This Charter had yet to be prepared and would be subject to public involvement and consultation. Again, she thanked the neighbourhood plan team for its continued commitment to engage.

9. Given the recent unhelpful response from the Council to a request from the neighbourhood planning team for financial assistance for independent expert support on the complex technical issues arising from the emerging planning process, would the Executive reflect on this position and support the need for the local community to be properly resourced?

The Leader expressed sorrow that the response was considered unhelpful. The Council had committed significant time and resource in supporting the community through the Gilston Steering Group, and the general principle was that the party seeking to run the engagement should be responsible for ensuring it was advertised and presented in a clear way. On certain occasions, it might be appropriate to look at other ways of facilitating

engagement, such as using specialist tools or consultants and the Council would consider these with applicants and discuss this with the community. However, this needed to be based upon achieving specific outcomes to support broad engagement and could not be provided to individual groups as a financial award. This was the Council's position, and she hoped to continue to work constructively with the neighbourhood plan team, building on the relationships which had been created over the last year or so.

Councillor R Brunton thanked the Executive and undertook to feedback these responses to the neighbourhood plan team.

The Leader moved, and Councillor S Rutland-Barsby seconded, each recommendation in turn. After being put to the meeting, and a vote taken, the recommendations were declared CARRIED.

The Executive supported the recommendations as now detailed.

RECOMMENDED – that (A) the Gilston Area Concept Framework, as detailed at Essential Reference Paper 'B', and as to be revised in accordance with the schedule of proposed changes, as detailed at Essential Reference Paper 'C', together with the report submitted, be agreed as a material consideration for Development Management purposes;

(B) the pre-application engagement process and areas of further design work, as set out within this

report, be endorsed; and

(C) the Concept Framework be used as a benchmark against which future development proposals will be assessed, as set out within the report submitted.

47 DRAFT ANNUAL PLAN 2017/18

The Executive Member for Finance and Support Services updated the Executive on progress against corporate strategic plan priorities for the previous year. The draft annual plan for 2017/18 showed progress against what had been achieved with detailed comments from Officers. Essential Reference Paper 'B' of the report submitted contained updates on all the key actions and Essential Reference Paper 'C' updated all the key performance indicators.

The Performance, Audit and Governance Scrutiny Committee, at its meeting held on 22 May 2018, had considered this report and had recommended it to the Executive.

Councillor G Williamson Jones moved, and Councillor S Rutland-Barsby seconded, a motion that the report be noted. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

The Executive noted the report.

RESOLVED – that progress against corporate strategic plan priorities over 2017/18 be noted.

The meeting closed at 7.30 pm

Chairman

Date

EAST HERTS COUNCIL

EXECUTIVE – 17 JULY 2018

REPORT BY OVERVIEW AND SCRUTINY COMMITTEE CHAIRMAN

OVERVIEW AND SCRUTINY COMMITTEE UPDATE

WARD(S) AFFECTED: All

Purpose/Summary of Report

- This report details the comments and recommendations made by the Overview and Scrutiny Committee meeting on 19 June 2018.

<u>RECOMMENDATION FOR EXECUTIVE:</u>	
(A)	That Executive notes the contents of the report.

1.0 Background

1.1 The Overview and Scrutiny Committee met on 19th June 2018 and considered the following items:

- Update from the Executive Member for Health and Wellbeing
- Appointment of Vice-Chairman
- Proposed Capital Development of Hertford Theatre and surrounding areas
- Contract Options for Grounds Maintenance Contract – Findings of the Scrutiny Task and Finish Group
- Work Programme Update
- Old River Lane, Bishop's Stortford - Update

2.0 Update from the Executive Member for Health and Wellbeing

2.1 The Executive Member for Health and Wellbeing was invited to provide a presentation and update on the progress on the Leisure Strategy works.

2.2 The Committee welcomed the presentation, which outlined progress on key work areas including site plans/pre-application, technical specification, facilities specification, services specification, background documents, contract, performance management, leases and outline planning.

3.0 Appointment of the Vice Chairman

3.1 Councillor J Jones was appointed as the Vice-Chairman of the Committee.

4.0 Proposed Capital Development of Hertford Theatre and surrounding areas

4.1 The Committee considered a report on the proposed capital development of Hertford Theatre and surrounding areas and welcomed the thorough and engaging presentation provided.

4.2 During their thorough discussion of the proposal, Members highlighted the importance of Member involvement in the project at all stages going forward and officers agreed to ensure this would be taken into account. It was noted that the expansion proposals were agreed by the Committee in the Service Plan in March 2018. There was discussion of loan arrangements and conservation of the ancient motte. The Committee discussed the proposed plans for parking in the context of Hertford and in comparison to other nearby cinemas, and specifically highlighted the need for adequate accessible parking for those with disabilities.

- 4.3 The Committee recommended that its views be recorded in the minutes; the Executive be advised that the Committee supports investment on the basis of the “Growth and Legacy” as the preferred option; and that the project be supported by increased Member involvement.

5.0 Contract Options for Grounds Maintenance Contract – Findings of the Scrutiny Task and Finish Group

- 5.1 The Committee considered a report outlining the findings of the Grounds Maintenance Scrutiny Task and Finish Group, which included the results of soft market testing. The Chairman of the Grounds Maintenance Task and Finish Group provided the Committee with an outline of the work undertaken by the Task and Finish Group its recommendations.
- 5.2 The Committee discussed the funding provided to HCC and the noted that this saving over the contract term would equate to £100,000 per annum. It was noted that St Albans, Hertsmere and Three Rivers Councils had all removed the “top up” arrangement, resulting in no significant problems. Members suggested the importance of ensuring refuse bin capacity was regularly reviewed. The Committee discussed the soft market testing and noted that five or six companies had expressed an interest in tendering for the contract.
- 5.3 The Committee recommended that the Executive be advised that Members support:
- (A) a proposal to offer the contract for a term of 8 years with the potential for a 5 year extension;
 - (B) the design and tender of a contract which delivers the same quality standards across the district continuing with a performance / output approach as opposed to a scheduled delivery of works; and

(C) the need to make savings to offset the increase in costs of a new contract by no longer funding a “top up” to cut Hertfordshire County Council grass to the East Hertfordshire Council standard (saving approximately £800,000 over the contract term).

6.0 Work Programme Update

- 6.1 The Committee received a report which provided an update on the current status of the Committee’s Work Programme for 2018-2019, including Task and Finish Groups.
- 6.2 The Committee approved the draft Work Programme for Overview and Scrutiny Committee.

7.0 Old River Lane, Bishop’s Stortford

- 7.1 The Committee considered a report and presentation providing a detailed update on the progress of the Old River Lane site in Bishop’s Stortford, including an outline of the vision for the site (including some procurement options) and further exempt information which required exclusion of the press and public.
- 7.2 The Committee discussed the report and presentations in detail and noted that Members of the Arts Centre Working Group had undertaken research and visits to explore possibilities for arts and cultural centres that would fit within the vision for Old River Lane. It was noted that The Rhodes Centre had signed up to the vision for a new arts and entertainment centre and is working with the Council under the auspices of the Heads of Terms agreement. In discussion, Members were provided with clarification on minimizing risk; Charringtons House current occupancy; land costs and disposal; affordable housing; and how funding gaps would be addressed. Members highlighted the success of the Launchpad scheme and expressed their support for its continuation, and noted that officers would evaluate this and

identify the most suitable option to accommodate it going forward.

- 7.3 The Committee recommended that the Executive be advised that Members support the suggested delivery model as set out in the exempt Essential Reference Paper D (Business Case) and summarised in paragraph 2.2 of the report and the procurement phasing, set out in exempt Essential Reference Paper E (Procurement Strategy) and summarised in paragraph 2.4 of the report; and note the impact in relation to the Risk Register as detailed in Essential Reference Paper F.

8.0 Potential Kingsmead Scheme

- 8.1 The Committee agreed to defer this item to its next meeting on 10th July 2018.

Background Papers

None

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EAST HERTS COUNCIL

EXECUTIVE- 17 JULY 2018

REPORT BY THE EXECUTIVE MEMBER FOR ENVIRONMENT AND THE
PUBLIC REALM

CONTRACT OPTIONS FOR GROUNDS MAINTENANCE

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- To report the findings and conclusions of the Grounds Maintenance (GM) Contract Task and Finish Group including the implications of Hertfordshire County Council (HCC) verge maintenance.

RECOMMENDATIONS FOR EXECUTIVE: That:

(A)	The council procures a new contract for the provision of grounds maintenance services with a Competitive Procedure with Negotiation as the preferred procurement approach;
(B)	the contract be let for a term of 8 years with the potential for a 5 year extension;
(C)	the contract be designed to deliver the same quality standards (described in Essential Reference Paper 'B') across the district on EHC land, continuing with a performance/output approach as opposed to a scheduled delivery of works; and
(D)	savings be made to offset the increase in costs of a new contract by no longer funding a "top up" to cut Hertfordshire County Council verges to the East

	Hertfordshire Council standard (saving approximately £800,000 over the contract term).
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1.0 Background

- 1.1 The Task and Finish Group reported some initial recommendations to Overview and Scrutiny in February 2018, which was followed by further meetings to arrive at this final set of recommendations that were reported to Overview and Scrutiny in June 2018.

Two key issues came out of the initial exploration:

- the contract has been performing well and has been meeting resident's expectations and;
- if the contract is specified using standards which would deliver the same level of performance, the price may increase by 11%. This equates to approximately £150,000 per annum.

The group have explored a number of areas where savings may be found. These included:

- to withdraw from the "top up" arrangement with HCC where the district council currently maintain their highway verges to a higher standard than would otherwise be delivered, but at additional cost to East Herts Council (EHC) and;
- to rationalise the way EHC provides and empties litter and dog waste bins to explore efficiencies.

- 1.2 The group confirmed in the initial report to Overview and Scrutiny that the council will use the Competitive Procedure with Negotiation method of procurement which enables procuring authorities to engage with suppliers before finally awarding a contract and is less resource intensive than Competitive Dialogue.

- 1.3 It was noted by Members at the Task and Finish meeting of 7 February 2018 that it may not be possible to establish the full potential impact that the removal of the Hertfordshire County Council (HCC) verge cutting may have on other rates within the contract until the re-tendering process starts.
- 1.4 Members discussed potential prices in the tendered contract, particularly highlighting some details such as the cost of locking and unlocking the gates at Hertford Castle. It was noted that any operational needs would be considered separately by officers to inform later decisions and that the work of this group was focused on standards, contract procurement and consideration of the main elements to include in the contract.
- 1.5 Overview and Scrutiny resolved in February 2018 that the HCC “top up” arrangements continue to ensure consistency of verge cuts district wide. However, it should be noted that it will not be possible to achieve a standard of grass cutting on HCC grass equivalent to that achieved on EHC open spaces at the same price as the current contract.

The Task and Finish Group have explored in more detail how a general increase in contract prices will result in a more expensive contract if the service is delivered in the same way. It has been necessary to calculate potential costs and review market effects in some detail whilst also exploring how the impact of following the HCC approach of setting standards according to safety might impact public satisfaction. It is therefore necessary to consider a two tier approach to the provision of grounds maintenance across the district; a reduced standard on HCC land by HCC to achieve highway safety requirements, and maintain the current EHC open space cutting standards, to achieve the leisure needs of the community.

- 1.6 Overview and Scrutiny considered further findings in June 2018. The Committee Chairman referred to the “top up” costs of £800,000 and reminded Members that this should be viewed within the term of the contract and was around £100,000 per annum. It was noted that St Albans, Hertsmere and Three Rivers councils had all removed the “top up” arrangement and that a joint public communications approach with HCC had helped to manage the change. It was resolved that the Executive be advised that Members support the proposals of this report.

2.0 Report

2.1 *Soft market testing*

Officers hosted a soft market testing day on 17 April 2018 meeting with five of the key providers to gauge potential interest in the contract in the early stages of the procurement process. Others showed an interest but were unable to attend. This provided an opportunity to advertise the contract to grounds maintenance companies; to understand their views of the contract and to meet with the market to understand the factors that will ensure the contract remains attractive throughout the procurement. Each company was allocated an hour to explore areas such as optimum contract length, funding provision, specific contract clauses e.g. remedy and default, security, terms and conditions, plant and equipment and services.

All the contractors were comfortable with Competitive Procedure with Negotiation as the chosen procurement procedure for this tender and welcomed the decision not to undertake an onerous Competitive Dialogue Procedure.

The Task and Finish Group have explored the results of the soft market testing and the issues raised during the meetings. The following specific findings have helped to inform their recommendations.

2.1.1 *Length of Contract*

All the contractors welcomed a contract period that is as long as possible. This is considered to be more interesting to contractors and provides an opportunity to develop a relationship with the council, with longer contracts attracting better prices. They were clear that the contract could include extension periods, but that extensions should be sensible in terms of buying equipment and vehicles. Multiples of 5 years was popular as was a longer initial term (7 or 8 years) followed by a 5-year extension.

It is recommended therefore that the council offers the contract for a term of 8 years with the potential for a 5 year extension.

2.1.2 *Grass Cutting*

The concept of taking the HCC grass top-up arrangement out of the contract was explored. Most bidders confirmed that the volume of grass being cut will not impact the rate (per m) which will be tendered. So cutting 2 million m² will attract the same unit rate as 3 million m² (discussed further in 2.3 HCC Grass). It can be assumed therefore that any omission of verge maintenance resulting from withdrawal from the agency agreement would not have a negative impact on the overall tendered rates for grass cutting per square meter; therefore savings can be provided by reducing the volume of grass cutting.

2.1.3 *Prudential Borrowing, Risk and Securities*

The option for prudential borrowing from the council was discussed. The responses varied from interested to no interest at all, with the contractor's responses influenced by their access to cash / funding; and also, how they will be financing vehicles and equipment. The overall conclusion is that offering financial support for equipment purchases would not make the contract significantly more attractive and should not therefore be included.

All the contractors stated that they have worked with various indexation mechanisms and are happy to work with whatever the council finds to be most viable. The current contract is inflated each year in line with the Consumer Price Index (CPI). The same flexibility is possible in relation to providing either a Bond or a Parent Company Guarantee.

2.1.4 *Chemicals*

The issue of the potential banning of Glyphosate (a chemical used extensively to control weeds) was explored. Glyphosate is the active substance in many herbicides (weed killers) and is widely used around the world. It is a non-selective, systemic herbicide /weedkiller and was first used in the UK in 1976. It is effective in controlling most weed species including perennials and grasses in many situations including amenity, forestry, aquatic and industrial situations. A decision to grant the herbicide a licence for a further five years was reached by the EU Commission's Standing Committee on Plants, Animals, Food and Feed in December 2015.

Contractors felt that regulatory changes should be dealt with by change of law clauses in the Conditions of Contract. The group concluded however that the new contract should not expose the council to any required negotiation in such a scenario. As some of the contractors pointed out, there are a number of alternatives currently being developed. The council would consider alternatives but it should be noted that the contract permits the successful contractor to decide which method of weed control is employed based upon cost, efficiency and compliance with the relevant regulations. The successful contractor will need to price the work to allow for any potential need to change weed control methods. A change of law clause will be included in the contract to account for any unforeseen changes in the law. The council does not accept at this point that the withdrawal of a chemical from the market would constitute a change in law.

2.1.5 *Arboriculture and remedial play repairs*

All contractors welcomed the inclusion of arboricultural services in the contract. Most would undertake the work themselves, with some likely to outsource the work to trusted sub-contractors. They are all also able to undertake inspection and remedial work in playgrounds. This is referred to further in 2.5 Additional function of the new contract.

2.1.6 *Dog Bins / Litter Bins*

Most contractors recognised that dog waste and general litter could be co-collected, and the use of single-use vehicles would make sense. The current contract method is to bulk the materials separately at a collection point, then pay for it to be disposed. This is discussed further in 2.4 Dog and litter bin rationalisation.

2.2 *Design of contract*

As noted in the initial report to Overview and Scrutiny in February 2017; to assess the quality of grounds maintenance currently being delivered, observations across a selection of parks and open spaces were made independently by the consultant, providing an accurate snapshot of the current standards and overall contract performance.

The group found that grounds maintenance in East Hertfordshire is on the most part to a high standard resulting in a well maintained environment fit for the purpose of providing for leisure activities. Section 2.3.5 describes the scope of the areas of land which are maintained as part of the grounds contract.

Members who had attended the tour of East Herts parks and open spaces commented how well maintained and well used they were. Further discussion concluded that it is important to retain the level of standards set in the current contract in order to achieve the council's corporate objectives to enhance the quality of people's lives with attractive places.

It is recommended therefore that the council designs and tenders a contract which delivers the same quality standards (as described in **Essential Reference Paper 'B'**) on EHC land and uses performance standards as opposed to a scheduled delivery of works as the most efficient means of enforcing the specification.

It is accepted that some elements of work such as hedge pruning may require the specification of scheduled works.

2.3 *HCC Grass*

Financial Position

- 2.3.1 Officers discussed the council's financial position with Members and the need to drive for potential savings wherever possible and appropriate. The group noted that as outlined in the Medium Term Financial Plan (MTFP), there was a funding gap of over half a million pounds each year to be met and that the forthcoming 2% rise in staff salaries has increased this figure further.
- 2.3.2 Reference was made to a low cost per metre of grass cutting at Overview and Scrutiny Committee in February 2018. When considering the price per metre, the rate is relatively small (urban highway verge £0.26/ m², rural highway verge £0.21/ m² and swathe cut £0.05/ m²). However the volume is high (HCC grass amounts to 1.5 million m²). It amounts therefore to a significant annual cost which is difficult to sustain going forward. The Task and Finish Group found that although such expenditure to "top up" HCC verge maintenance may not appear to be a large sum, the cost year-on-year would be significant; and that a potential saving of £800,000 over the course of the new contract prior to any extension must be considered carefully. It is important to note however that any savings arising from the cessation of HCC grass cutting would help towards off-setting the anticipated increase in contract costs, and would therefore mean that a growth in revenue budgets may not be required. For context, if the HCC "top up"

were to continue, Council Tax would need to increase by 1% to cover the costs.

2.3.3 At the meeting of the Task and Finish Group on 30 January 2018, Members expressed that they prefer to see longer grass in rural areas but questioned whether residents would be accepting of this in urban areas. The Group agreed that a balanced approach is needed to ensure a good level of maintenance that ensured residents would be confident that the council was looking after its assets but also promoting understanding of the appreciation of nature. The County's swathe cut across the district which includes all the country lanes is cut to a minimal standard of two cuts within the current agency agreement, which would be the continued safety standard for HCC should the council hand back maintenance. Many of the council's open spaces are maintained with ecology as a prime consideration allowing for meadowland and perimeter margins to be cut to a conservation standard of one or two cuts timed to allow flowers to seed.

2.3.4 The group noted that other district councils have needed to make changes due to financial pressures. Hertsmere and St. Albans handed grass verge cutting on HCC verges back to HCC despite having a similar top-up arrangement for many years (St Albans in 2015 and Hertsmere in 2018). Both authorities have advised that a key element to delivering this change was to provide HCC with sufficient time to negotiate and absorb the works and for a comprehensive process of educating residents about the change. Both authorities agreed to continue with some areas of grass cutting where it was operationally sensible to do so to avoid duplication.

Three Rivers District Council also advised that they ceased the grass cutting arrangement in 2009. Prior to the cessation of the arrangement, HCC were paying them the value of a basic grass cutting regime and the district funded an enhanced service. They requested HCC increase the payment for the

basic grass cutting and when they declined, the whole of the grass cutting went back to HCC.

HCC officers have been made aware of the issues being considered by the group and have emphasised that they are keen to discuss all options with a desire to work collaboratively with district councils in the best interest of the public.

A brief survey of local authority approaches to grass cutting across the country reveals that it is not uncommon for district councils to fund an enhanced service to County highway authorities. County councils in Lincolnshire, Lancashire, Nottinghamshire, Devon, Essex and Suffolk for example, all have arrangements with district, borough, city or parish councils to cut urban grass on their behalf. Some of these arrangements mention a financial contribution by the districts.

Lancashire County Council note that where a district or parish wishes to carry out these works to a higher standard i.e. more frequent grass cutting, they may do so at their own expense. Hampshire County Council reported a change of policy to renegotiate all agency agreements based upon a lower standard of grass cutting (from 4 cuts to 1 or 2) whilst still inviting district councils to consider cutting on their behalf. Nottinghamshire County Council advise that many grassed areas in and around housing estates are not part of the highway and cutting these is not their responsibility. They go on to say that many residents and businesses prefer a lawn-like finish to the grass outside their properties, recognising the important work that residents and businesses do in cutting the grass outside their properties. They provide a list of points to consider when residents are working in a public space and near to traffic.

2.3.5 *Extent of cutting across district*

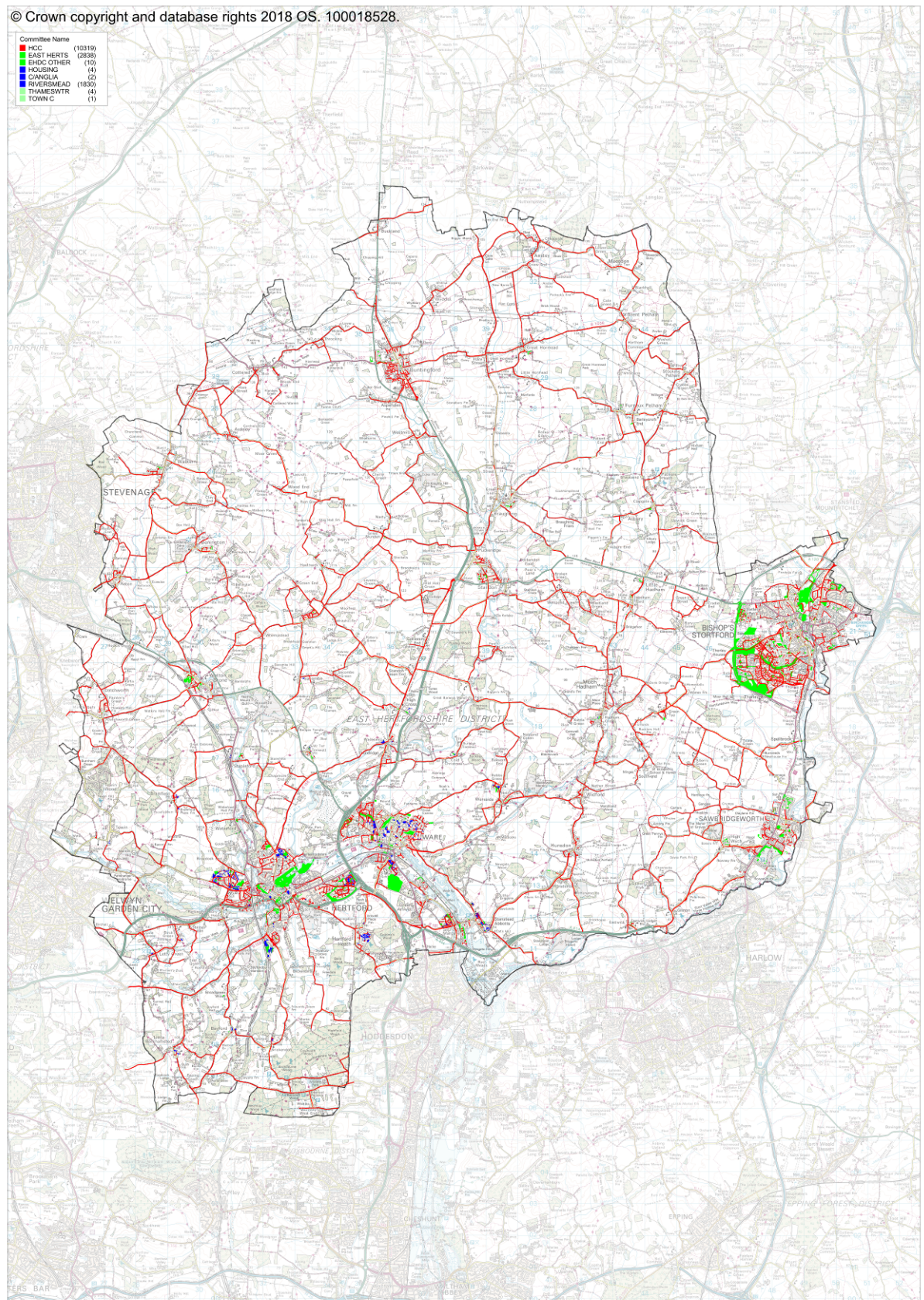
Members explored a range of maps to understand some comparisons between HCC and East Herts grass. The map that follows shows the current mix of responsibilities and how

there is a distinct difference between highway verge and open space.

The red marking shows the wide and extensive county verges including the network of "swathe cut" along rural lanes. That element alone is quite extensive and reflects the considerable areas of verge which are already restricted to a low cutting frequency of 2 visits per year (conducive to wild flowers). It also shows clearly that the agency agreement with East Herts does not include the A roads which are already cut by Ringway under direct contract with HCC. A key point is that many HCC verges are in residential areas where there is currently an expectation from residents of a tidy standard.

The map also shows EHC grass (in green) and the Network Homes' verges (in blue). It shows that, were the council to withdraw from providing an enhanced grass cut for HCC, the remaining grass which it owns is all parks or open spaces and not grass verge.

It also shows also that the residential estates now owned by housing associations (Network and Circle) have some areas which the council retained after stock transfer. Again though, these are larger areas of open space and not verges. In the new grounds contract all grass verges in these areas will be cut by the housing associations.



A version of this map which can be expanded to zoom into the detail is available on the hosted desktop at <X:\Environmental Services\Leisure, Parks & Open Spaces\HCC Overview ALL.tif>

2.3.6 *Verge Maintenance conclusions*

The group highlighted the need to consider the value that residents placed on the current standards of verge maintenance and noted that if the HCC “top up” fee was removed, it would offset much of the predicted growth in contract price.

In light of this, the group gave consideration to the question of whether the council should aim to spend the same and maintain current standards; or reduce standards to avoid increasing the grounds maintenance budget. This included the premise that HCC would cut the verges 3 or 4 times per year (to meet their standard of 150mm in urban areas), compared to the 12-14 times per year currently undertaken by EHC to meet our standard of 80mm. The group reflected upon photographs used by officers to indicate what grass verges should look like if maintained to our standard and what they look like if the contractor falls behind. These photographs illustrate how verges would look at the safety standard adopted by HCC. See **Essential Reference Paper ‘B’**.

Consideration was also given to the potential for reducing the standards of the council’s maintenance across the board to match HCC’s safety led standard. It was concluded that, as the majority of maintenance carried out through the grounds contract is in the council’s parks and open spaces, this would be undesirable. Residents visiting parks to kick a ball around, have picnics or use the grass areas for the wide range of activities currently enjoyed would then often be unable to. The grass would reach a length which would prevent ball games and make it difficult to access with wheelchairs or children’s buggies. Resident’s confidence that the council is investing in health and wellbeing and managing its assets well could be brought into question.

The risk to EHC of no longer enhancing HCC verge maintenance in terms of expected complaints has been

considered. It was concluded that whilst a change to the appearance of verges in urban areas would be likely to attract some complaints, although these were likely to subside after a few months. Communicating information to residents about who to contact and explaining the rationale of standards for HCC grass would help to minimise the impact of a change. This would also provide an opportunity to promote the ecological benefits alongside the cost saving for EHC.

The group therefore recommends that the council makes savings to offset the potential increase in costs of a new contract by no longer funding a “top up” to cut HCC grass to the council’s standard. The group advises that this in practice would mean ceasing the HCC verge maintenance programme and handing back the responsibility for verge maintenance on highway owned land to HCC.

HCC would have the option to pay the tendered price for grass cutting to EHC standards and to pay for operationally advantageous areas such as verges adjacent to our grass to be cut by EHC to our standards at our tendered rates. The principal is that the council would no longer choose to enhance the service or to take on maintenance to a lower standard.

The final tendered price per metre rate of grass cutting will not be available until the tender stage. Early negotiations with HCC will reveal whether they might be prepared to pay the full cost of grass cutting to the EHC standard. If the successful tenderer’s grass cutting rates are competitive, the cost of cutting may not be significantly more than HCC would have to pay to their own contractor to cut to their lower safety standard. If they are interested in considering this the council will tender an option in the new contract to cut HCC grass at a consistent standard with EHC’s. If the price meets with HCC approval then a new agency agreement would be needed to maintain HCC verges to the EHC standard. If HCC determine

that the cost is too high, the council will not include this option in the final contract with the new provider.

- 2.3.7 The group agrees in relation to this that the council negotiate the continuation of weed control of hard surfaces on behalf of HCC at full tendered costs. The current agency agreement includes this provision at full cost and the work supports our duty in relation to street cleansing. If weeds are not controlled on footpaths they begin to look untidy and can then attract litter dropping. The group noted that street cleansing is a district responsibility whereas the upkeep of the footpaths including weed control is HCC's. The council would offer this provision regardless of whether verge maintenance is retained.

2.4 *Dog and litter bin rationalisation*

The consultants advised the group at the meeting of 7 February 2018 that it would be cheaper to have dog waste and litter bins collected at the same time by the same vehicle, which would be a change to the current arrangements. All prospective tenderers have stated that they are already operating similar contractors with combined collections in place and that they have experienced no issues with the disposal of the waste.

The group explored the potential for this new approach to the provision of dog waste and litter bins in the open spaces. The proposal to combine collection operations does not however include the removal of any existing dog waste or litter bins other than where they require replacement due to their condition as part of the ongoing replacement regime.

Some authorities have also replaced litter and dog waste bins with a single dual use bin. Given the complexity of a scheme to change bin types, locations / numbers and the scope of public consultation required, the group agrees that changes should be restricted to the collection process only during this process

to re-tender the contract. The size, type and location of bins can be reviewed later in the term of the new contract. The council will therefore seek savings by combining dog waste and litter collection into one operation.

It has been noted that many authorities now require the contractor to schedule works to ensure bins are never more than 75% full. This is a different approach to the scheduled one the council currently requires, shifting the specification to a performance / output approach. This will be considered for incorporation into the new contract.

2.5 *Additional function of the new contract*

Further to the findings from the soft market testing, the group agree that the council adds the delivery of tree maintenance and play area remedial works to the contract in a schedule of rates format.

The current arrangements relating to arboriculture were discussed at the meeting of 24 April 2018 when it was noted that all the contractors could deliver this service (maintenance, not inspections) and would welcome its inclusion in the contract. It was noted that the inclusion of arboriculture maintenance within the contract could create a financial saving in terms of officer resource as the current arrangements of commissioning separate works each year requires significant officer time. Similarly, the expansion of the contract to include play maintenance would make it more attractive and is a service already offered by most contractors. The new contract would require sufficient evidence from tenderers that they have the required skills and experience to deliver these additional areas of provision.

3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

None

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives Priority 3 – Enable a flourishing local economy
Consultation:	None.
Legal:	It is presumed that this contract will come within the definition of a Works contract under European Procurement Regulations in which case the threshold for EU procurement aggregated over the year life of this expanded contract will be roughly £4.5 million based on 2018/19 threshold figures. Depending on the value this will affect how the contract is procured.
Financial:	The Council's budget for the grounds maintenance contract is limited and must be considered carefully as part of any redesign of the specification. There is a funding gap of over half a million pounds each year to be met. The forthcoming 2% rise in staff salaries has increased this figure. Any savings arising from modifying the contract would help towards off-setting the anticipated increase in contract costs but would not provide a budgetary saving towards the MTFP.
Human Resource:	No immediate HR issues related to this report. At the contract award stage there will be TUPE implications with various outcomes according to the split of services. Network Homes will have some TUPE

	responsibility prior to re-tender of this contract when they withdraw in October 2018. HCC would have some responsibilities if elements of the service return to their direct provision.
Risk Management:	The contract provides a high profile service to the public which can result in a high level of complaint if not delivered effectively and to standard. Comparisons of contract performance are considered by customers across district borders. The level of quality standards therefore need to be considered in this context.
Health and wellbeing – issues and impacts:	An effective grounds maintenance contract contributes directly to the delivery of high quality parks and open spaces which provide opportunity for health and wellbeing initiatives and activities.
Equality Impact Assessment required:	An EIA has been undertaken. The contract is a re-procurement and will deliver the same quality standards as the current contract. It has been assessed that equal service access will be maintained. Please see attached ERPC for the full EIA.

Current Council maintenance specification standardsEHC Grass

TYPE	CLASSIFICATION	DESCRIPTION	PERIOD	STANDARD
C	Park Grassland	Usually large open spaces. Usually cut with gang mowers in the main. Includes football pitches.	1 st Apr - 31 st Oct 1 st Nov - 31 st Mar	Minimum height - 25mm Maximum height - 75mm Minimum height - 50mm Maximum height - 75mm
E	General Amenity Grass	Generally amenity land and open spaces, and small parks, mainly in urban areas. Usually cut with ride on rotary or cylinder mowers.	All Year	Minimum height - 25mm Maximum height - 80mm
B	Box Mowing High Amenity Grass	High Amenity Parks at Hertford Castle and Bishop's Stortford Castle Grounds. Usually cut with a rotary or cylinder mower with collection box.	1 st Apr - 31 st Oct 1 st Nov - 31 st Mar	Minimum height - 12mm Maximum height - 25mm Minimum height - 20mm Maximum height - 35mm

TYPE	CLASSIFICATION	DESCRIPTION	PERIOD	STANDARD
I	Conservation Cut (Meadow Grass)	Cut and collect and dispose of arisings on certain park areas with aim of keeping nutrient levels low and help disperse seeds to encourage wild flowers.	Twice per year March and August or July and September as instructed	Height after cutting –75mm
J	Rough Grass	Cut only on certain park areas to maintain a 'naturalised' appearance.	Twice per year March and August	Height after cutting – 75mm
F	Rural Grass Cut	Grass cutting of land owned by East Hertfordshire District Council . Mainly cut with ride-on cylinder or rotary mowers but may require tractor and side arm or strimming in some locations.	All Year	Min – 50mm Max – 150mm

EHC Shrubs

All shrub beds are pruned at least once per year.
Growth that obstructs car parks, footpaths, roads, road nameplates, signs, windows, gutters shall be carefully trimmed back to a regular line and shape by cutting during the early summer. Site lines, signs and nameplates must be kept clear of vegetation at all times.
Litter is collected during all visits.
Site Manuals – pruning at the correct time.
Dead shrubs are reported and removed.
Replacement shrubs must be guaranteed for 18 months.
Beds must be 95% weed free.

EHC Enforcement standards equating to cutting frequency

Satisfactory condition achieved with 12 to 14 cuts per year



Marginal concern in between standards



Unsatisfactory condition equating to 2 to 4 cuts



Equality Impact Analysis Form**Essential Reference Paper 'C'****1. Equality Impact Analysis (EqIA) Form**

Title of EqIA (policy/change it relates to)	Contract options for retender of grounds maintenance report to Overview and Scrutiny	Date	06/06/2018
Team/Department	Operations		
Focus of EqIA What are the aims of the new initiative? Who implements it? Define the user group impacted? How will they be impacted?	<p>To guide an effective retender process resulting in a contract that delivers a grounds maintenance service to an acceptable quality and within an affordable price.</p> <p>Implemented by Operations staff with guidance and approval from Members.</p> <p>The user group is potentially all residents in the District.</p> <p>The quality of service delivered by the retendered contract will impact upon the appearance and functionality of the Council's parks and open spaces. There may also be an impact relating specifically to the visual amenity offered by highway verges throughout East Herts.</p>		

2. Review of information, equality analysis and potential actions

Please fill in when appropriate to the change. If it does not, please put N/A

Protected characteristics groups from the Equality Act 2010	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts (actual and potential, positive and negative. Clearly state each)	What can you do? All potential actions to: • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Age	<i>Our parks and open spaces are used by all age groups. A priority analysis in the 2015 Residents Survey ranked Parks and Open Spaces as a key strength seen as more important and least needing improvement against other Council services. Health & Wellbeing initiatives across our parks are aimed at both young and old.</i>	<i>In 2015 77%; (76% in 2013) residents were very or fairly satisfied with their parks and open spaces. Records of complaints show that the standard of grounds maintenance is sensitive to change.</i>	<i>The proposal to maintain standards at their current level should retain user satisfaction and not impact negatively on their enjoyment of facilities. The potential lowering of standards on highway verges however may result in lower satisfaction, however we have no evidence of there being an age dimension to this. There would be no negative impact on health and safety.</i>	<i>Retain standards of maintenance for open spaces as recommended in report. Provide customers with information in advance of any change to highway maintenance to minimise concern.</i>
Disability	<i>All residents have good access to our parks and open spaces. Some research indicates that visiting the outdoors can have a positive impact upon mental health.</i>	<i>Anecdotally we are aware that disabled people enjoy using our parks and open spaces.</i>	<i>The outcomes of this report would not have an adverse effect on individuals in this category.</i>	<i>Implement as recommended.</i>

Protected characteristics groups from the Equality Act 2010	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts (actual and potential, positive and negative. Clearly state each)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Gender reassignment	N/A	N/A	N/A	N/A
Pregnancy and maternity	N/A	N/A	N/A	N/A
Race	N/A	N/A	N/A	N/A
Religion or belief	N/A	N/A	N/A	N/A
Sex/Gender	N/A	N/A	N/A	N/A
Sexual orientation	N/A	N/A	N/A	N/A
Marriage and civil partnership	N/A	N/A	N/A	N/A
Assessment of overall impacts and any further recommendations				

Protected Characteristics groups from the Equality Act 2010	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts (actual and potential, positive and negative. Clearly state each)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
The quality of parks and open spaces is important to the potential health and wellbeing of all residents and should be maintained at current standards to avoid any negative impact upon this as recommended in the report.				

3. List detailed data and/or community feedback which informed your EqIA (If applicable)

Title (of data, research or engagement)	Date	Gaps in data	Actions to fill these gaps: who else do you need to engage with? (add these to the Action Plan below, with a timeframe)

4. Prioritised Action Plan (If applicable)

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
NB: These actions must now be transferred to service or business plans and monitored to ensure they achieve the outcomes identified.				
In 2015 77%; (76% in 2013) residents were very or fairly satisfied with their parks and open spaces. Records of complaints show that the standard of grounds maintenance is sensitive to change.	Retain standards of maintenance for open spaces as recommended in report. Provide customers with information in advance of any change to highway maintenance to minimise concern.	Service users satisfied.	Level of complaints.	Report decision to be made by Exec in July 2018. New contract to go live Jan 2020.

EqIA sign-off: (for the EQIA to be final an email must be sent from the relevant people agreeing it or this section must be signed)

Lead Equality Impact Assessment officer: Ian Sharratt **Date:** 06/06/2018

Directorate Management Team rep or Head of Service: Jess Khanom **Date:** 06/06/2018

Author of Equality Impact Analysis: Ian Sharratt **Date:** 06/06/2018

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EAST HERTS COUNCIL

EXECUTIVE – 17 JULY 2018

REPORT BY LEADER OF THE COUNCIL

BISHOP'S STORTFORD SOUTH MASTERPLAN FRAMEWORK

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- To enable Executive Members to consider the Masterplan Framework for the Bishop's Stortford South site.

<u>RECOMMENDATIONS FOR EXECUTIVE:</u> To recommend to Council that:	
(A)	The Masterplan Framework for Bishop's Stortford South, as detailed at Essential Reference Paper 'B' to this report, be agreed as a material consideration for Development Management purposes.

1.0 Background

- 1.1 The East Herts Approach to Master Planning was first presented to the District Planning Executive Panel in September 2017 (and agreed by Council on the 18th October 2017). The report set out a series of steps that describe the various stages involved and processes expected for each of the District Plan strategic allocations. Whilst not a one-size-fits-all approach, the process is based upon a collaborative approach to identifying and resolving issues, creating a vision for what the site aspires to achieve, testing design options and

consulting upon preferred solutions. The output of this process is a masterplan framework or masterplan which is presented to members for consideration.

- 1.2 In order to embed the Masterplanning process in the District Plan, a new policy has been proposed through the Main Modifications Consultation. Policy DES1: Masterplanning requires all 'significant' development proposals to prepare a masterplan setting out the quantum and distribution of land uses; access; sustainable high quality design and layout principles; necessary infrastructure; the relationship between the site and other adjacent and nearby land uses; landscape and heritage assets and other relevant matters. Furthermore, the masterplan should be collaboratively prepared and informed by public participation. Finally, Policy DES1 states that in order to ensure sites are planned and delivered comprehensively, any application for development on part of the site will be assessed against its contribution to the masterplan as a whole.
- 1.3 The masterplan should therefore provide sufficient information to inform the preparation of detailed aspects of the site at the planning application stage. The level of detail required for the masterplan will depend upon the likely form of delivery of the site. For example, where delivery is expected by one party who has been involved throughout the Plan-making stages, a masterplan framework may be prepared, which provides key parameters and aspirations which form the basis of detailed design determined through a planning application process at a later stage. If it is likely that the site will be delivered by a number of developers who have not been involved in the Plan-making process, more detail will be needed in the masterplan in order to provide certainty on key matters so that future parties are very clear on what the site is expected to achieve.
- 1.4 For each of the strategic sites allocated in the emerging District Plan, a Steering Group has been, or will be established. This

will comprise East Herts councillors, town and parish councillors, representatives of the local community and other interested groups where appropriate. The Steering Group is a sounding board for key issues and depending upon specific circumstances, for discussing detailed design elements whilst preparing the planning application through to when construction is underway.

2.0 Report

- 2.1 The land at Bishop's Stortford South is a strategic allocation within the emerging District Plan, which is expected to be adopted in summer 2018. As such, until the Plan is adopted, the site remains within the Green Belt. The site promoters (Countryside Properties) worked closely with officers on the masterplanning of this site to demonstrate that the policy requirements can be achieved in order to support the Plan-making process. Subsequent to the District Plan Examination in Public, work has advanced on preparing a masterplan framework which will support the planning application process in anticipation of the adoption of the Plan. This is to ensure that the preparation of the masterplan does not delay the submission of a planning application.
- 2.2 Policy BISH5 of the emerging District Plan sets out the proposed land uses and other policy requirements as well as a requirement that a masterplan is produced in a collaborative manner with stakeholders. The site will deliver approximately 750 new homes of varying mix and tenure, including 40% affordable housing, a care home/flexi care and self-build properties. The site will also deliver a new two-form entry primary school to provide for the needs arising from the development, but importantly, will also provide sufficient land for expansion up to three forms of entry for future needs. Similarly, land will be provided for a secondary school of up to eight forms of entry. It is intended that this land will facilitate the relocation of the Bishop's Stortford High School enabling the expansion of the school in the future.

- 2.3 In addition to the above, the site will also deliver a number of key community benefits including a local centre, new sustainable transport services, green infrastructure, open spaces with enhanced Public Rights of Way and an employment area providing much-needed new business floorspace.
- 2.4 The Masterplan Framework provided in **Essential Reference Paper 'B'** sets out a clear vision for the site supported by six objectives. These objectives have been established as a result of an analysis of constraints and opportunities, through discussions with the local community and other stakeholders and have been agreed with Officers. The objectives are followed through to a number of Masterplanning Principles which illustrate a number of key parameters and conceptual designs of the site. Furthermore, the Masterplanning Framework sets out where different land uses will be located within the site at a zonal level and explores the relationship between these uses within a landscape-led design. The detail of these elements, in particular the specific use classes and location of uses within the site is subject to ongoing discussion with Officers and these will be determined through the preparation of the planning applications in due course.
- 2.5 Countryside Properties has expressed a desire to submit a hybrid application this summer. This application will be an Outline Application with the majority of matters reserved apart from the main access points into the site and the first phase of development (to the north of Hertfordshire Way). The first phase (Development Zone A) will comprise 142 homes accessed from Whittington Way as well as the main northern gateway into the site. The Masterplan Framework therefore sets the context for both parts of the application. A draft description of development is included overleaf:

“Hybrid planning application comprising:

- (i) a full application for 142 dwellings (Class C3) including affordable homes, plus associated accesses, landscaping, open space and infrastructure works (Development Zone A), and a north-south primary route; and*
- (ii) an outline application, with all matters reserved except access, for approximately 608 dwellings (Class C3) including affordable homes, a care home (Class C2), up to 4 hectares of employment land (Classes B1, B2, B8 and Sui Generis (possible car showroom)), a local centre (Classes A1, A2, A3, A4 , A5 and D1) including up to 1,000 sq m for retail (Class A1), a primary school (Class D1) up to 3 forms of entry and including early years facility, a secondary school (Class D1) up to 8 forms of entry, open space including equipped areas for play, sustainable drainage systems, landscaping and all associated infrastructure and development.”*

- 2.6 The main Masterplan Framework diagram brings together the key considerations which are explored further in the five masterplanning principles sections. Some of these key elements are discussed below.

Engagement

- 2.7 Throughout the Plan-making stage a number of meetings have been held with Officers to discuss a wide variety of matters. These discussions have informed the Masterplanning Framework and the emerging application. Officers continue to meet regularly with Countryside and other parties as programmed in the Planning Performance Agreement. The Council has also engaged ongoing design advice from Allies and Morrison, which has been very helpful in shaping the emerging scheme.
- 2.8 Countryside has actively engaged the Neighbourhood Plan Group, the Town Council and Thorley Parish Council over the

last few years as well as with other stakeholder groups and interested parties. The main issue raised through this early engagement was a desire to have no vehicles associated with the development accessing Whittington Way.

- 2.9 Embracing the masterplanning process, Countryside prepared a Community Engagement Plan providing a programme of opportunities for public involvement. This has included a series of events where local residents could view and comment on early iterations of the proposals, could contact Countryside by phone, email or through an online and paper questionnaire. Flyers advertising two drop-in exhibition events were posted to 12,854 homes and businesses in the vicinity of the site, with special attention given to contacting the properties immediately adjacent to the site (approximately 30 properties).
- 2.10 A Steering Group has been set up to enable the open debate of issues. This Group comprises a number of Executive Members, local ward councillors and representatives of Thorley Parish Council. In addition, Officers have met with representatives of Thorley Parish Council to seek their opinions in an informal manner. It is intended that the Steering Group will continue to provide views on the emerging detail of the applications. A number of matters have been discussed at these sessions; highway issues including traffic on Whittington Way, access points, and a perceived conflict with the Neighbourhood Plan; openness of views from Hertfordshire Way; the relationship with adjacent properties, including Listed Buildings; and the provision of infrastructure. The majority of these matters are addressed through the proposed Masterplan Framework, while some will be discussed through the planning application stage.

A Green Infrastructure Network

- 2.11 The Framework describes how the proposed development seeks to embrace and enhance existing landscape features such as trees, hedgerows, and watercourses as well as existing

Public Rights of Way such as the Hertfordshire Way which runs across the northern section of the site. Existing hedgerows, trees and copses will be retained and used to inform the location of developable parcels of land.

- 2.12 A number of open spaces will be created across the site to fulfil a variety of functions – flood attenuation, biodiversity assets, pedestrian and cycle networks, a potential orchard and to form visual gateways. In addition, each neighbourhood will contain formal and informal play, spaces. The Masterplan Framework illustrates the general location of the Green Infrastructure network, but the detailed elements will come forward as part of detailed applications in due course. In terms of governance and the longer-term stewardship of the site, Countryside are working with The Land Trust as an organisation who can facilitate community involvement in the ownership and management of public spaces.

Preserving Open Character and Education

- 2.13 The site will accommodate two schools (primary and secondary). It is intended that the Bishop's Stortford High School relocates on to this site with room to expand. The Masterplan Framework, sets out where in the site the school buildings will be located, based upon the consideration of building heights and landform. Whilst the design of the school buildings will be determined at a later stage, the design will need to reflect the Masterplan Framework in terms of location and building heights. These parameters have been agreed by the County Council.
- 2.14 The location of the schools and the overall design of the developable area have been defined by the desire to preserve the open views from the Hertfordshire Way across the site towards the Stort valley.

Attractive Neighbourhoods

- 2.15 There will be six different parts created within the site, each with a role or characteristic depending on the type of land use

proposed. The detail of how these different elements come together will be determined through the planning application process for later phases. However, the Framework describes how a rich environment will be created using a variety of streets and spaces with trees and buildings that reflect local materials and design. The Masterplan Framework illustrates areas where it is proposed to locate higher density development and some building height parameters. The majority of these details however, will be determined through the ongoing masterplanning discussions in preparation of detailed planning applications.

Village Hub

- 2.16 A key principle of the site is the creation of a southern gateway which comprises retail and employment uses, the frontages to the schools and a care home, all centred around a landscaped village green. The Masterplan Framework identifies the location of these uses and provides illustrations to describe the style references being considered. The detail of particular uses will come forward through the planning application process, but the southern access will be included in the initial outline application.

Encouraging Non-Car Travel

- 2.17 A key objective of the design of this site is to make the environment easy and safe for pedestrians and cyclists. Within the site a new 4m footway/cycleway will be created to provide a direct route to the schools, combined with new crossing points on Whittington Way to enable connections between the existing residential areas and the site. Achieving safe, dedicated crossing points are a key objective of Officers who are working closely with the site promoter and the County Council to ensure appropriate designs are brought forward as part of the first phase of development.
- 2.18 A key area of discussion which is ongoing is the nature and location of access and crossing points – whether the northern access should be a roundabout or a traffic-light controlled

junction and where crossings are located. There are pros and cons for each option which have been discussed with County Council Officers and Steering Group members. The Masterplan Framework includes a roundabout with two crossings in the main framework diagram. The objective of achieving good connections and a shift towards sustainable travel will ultimately depend upon the final package of measures combined.

- 2.19 It is the intention that a bus-only section of road will be created towards the northern end of the main spine road. While the detail of this is yet to be determined, the purpose of the bus only section is to significantly reduce the volume of vehicles associated with the development using Whittington Way. Officers are keen to secure an appropriate design solution which maintains the continuation of the Hertfordshire Way, and discussions are ongoing. The Masterplan Framework sets out this objective with a caveat that details will be subject to Highways approval.
- 2.20 The scheme proposes the re-routing of existing inter-urban bus networks through the site which will serve the local centre/employment area and the schools, as well as the new homes. Discussions have already been held with bus companies who have indicated a preference for a north-south route through the site as indicated on the Masterplan Framework diagram. Existing and proposed bus routes are detailed on the proposed bus connections diagram.
- 2.21 In terms of the southern access, consideration was given to creating new access arms from the existing roundabouts. However, this could not be achieved and therefore, a new roundabout is proposed on St James' Way. The location of this access will enable a separate arm for the employment area and create a spine road north-west through the site, which is favourable to bus operators. A roundabout in this location will also have the added benefit of reducing vehicle speeds along

this stretch of St James Way, which was raised as a key concern at the Steering Group discussions.

Building for Life 12

- 2.22 The Masterplan Framework describes briefly how the proposal seeks to meet the provisions of the 12 Building for Life criteria. Building for Life is a renowned design tool which provides an industry standard for the design of new residential developments. Proposals are scored against 12 criteria using a 'red, amber, green' rating. Officers therefore asked Countryside to undertake an initial assessment of the proposal. These principles will then feed through to future planning applications.

Conclusions

- 2.23 It is the view of Officers that the Masterplanning Framework provides a sound basis upon which to move forward to prepare the detailed application stages. It provides a framework for the main issues of significance in relation to the proposal, whilst providing enough flexibility that further detail can be agreed at appropriate stages at a later date. Officers will continue to work with Countryside and other stakeholders to ensure that the best design possible is achieved on this site.
- 2.24 The Masterplan Framework contains a vision and series of objectives that reflect the requirements of Policy BISH5, and with appropriate design tools, these ambitions will be achieved on the site. It is therefore recommended that the Masterplan Framework as detailed at **Essential Reference Paper 'B'**, be agreed as a material consideration¹ for Development Management purposes.

3.0 Implications/Consultations

¹ A material consideration is a matter that should be taken into account in deciding a planning application or on an appeal against a planning decision.

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Emerging East Herts District Plan Main Modifications Consultation
Version 2018 – Chapter 5 - Bishop's Stortford,
<https://www.eastherts.gov.uk/mainmodifications>

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IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives Priority 3 – Enable a flourishing local economy
Consultation:	The report relates to a masterplan which has been prepared in collaboration with the community, officers and a member steering group.
Legal:	N/A
Financial:	N/A
Human Resource:	None
Risk Management:	None
Health and wellbeing – issues and impacts:	The link between planning and health has long been established. The built and natural environments are major determinants of health and wellbeing. The District Plan is seeking to ensure the most sustainable outcomes for its residents, thus improving health and wellbeing opportunities. This is a strategic site within the Plan and will be designed to meet these objectives.
Equality Impact Assessment required:	No. The District Plan itself was subject to an EqlA. As this is a site brought forward under that Plan, no additional assessment is required.

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COUNTRYSIDE

Places People Love

Bishop's Stortford South

THE VISION FOR BISHOP'S STORTFORD SOUTH

Our vision is to create a place that offers inhabitants a sense of 'belonging', a place they can be proud of and feel part of a community. We will deliver a sustainable community; a community that provides a well-rounded balance of facilities, serving the needs of all ages in an integrated and well considered way.

The characteristics of the existing local community, the unique history of Bishop's Stortford and its rural hinterland provide the context upon which the character of Bishop's Stortford South will take influence, providing continuity with the key design traits and historic rural patterns of development found locally.

The Vision is founded on six key objectives:

- 1 Deliver a landscape-led development with memorable sequences of attractive spaces
- 2 Protect and enhance existing wildlife and natural features of the site
- 3 Provide new housing at the right scale and of the right type to meet the whole of the community's needs
- 4 Create a vibrant village 'hub' connecting key facilities including schools, shops, and employment facilities creating local job opportunities
- 5 Provide attractive pedestrian and cycle routes utilising green corridor and public spaces to connect to valued nearby amenities
- 6 Promote healthy lifestyles through sustainable transport measures, access to green space, designed with the community in mind.

These six objectives have shaped the Masterplan Framework and design decisions.



Countryside believes that where people live matters.

Each of our schemes are different and respond to the specific local context and features of the site. We look to use our creative place-making skills to create an environment residents are proud to call home.

We carefully masterplan our developments to integrate new facilities so they can benefit residents, delivering necessary supporting infrastructure and placing an emphasis on landscape-led design.

Some examples of previous and emerging developments you may be familiar with include:



At St Michael's Mead the sensitive design approach echoing the Hertfordshire village vernacular was recognised as a winning scheme by RIBA at the Housing Design Awards in 1998 and 2000.

Countryside has earned a reputation for high quality, community-led design and won 'Large Housebuilder of the Year 2017' at the Housebuilder Awards for our innovative Abode scheme at Great Kneighton, Cambridge.



East Herts District Plan Draft Policy BISH 5 provides the framework for the development of Bishop's Stortford South.



The proposal will come forward initially as an outline application for the site as a whole, with detailed information for the key internal north-south bus route as well as the first phase of development north of the Hertfordshire Way. The site will be developed out in phases with detailed applications coming forward at a later date.



- Countryside's proposals will deliver a number of economic, social and community benefits:
- Affordable homes
 - Care home
 - Local centre, community facilities and retail opportunities
 - Landscaping, public open space and children's play areas
 - Nursery, primary and secondary school provision
 - Sports facilities for community use
 - Sustainable urban drainage systems
 - An enhanced natural watercourse
 - High speed broadband
 - Integrated bus link
 - A business park of around 4 to 5 hectares
 - New permanent jobs
 - Planning contributions for other purposes, including expanded health provision at Thorley Centre and library services.



The Site

The site is located on the southern fringe of the town and is bounded by St. James Way to the south, Obrey Way to the west, Whittington Way to the north and the rear gardens of properties along Thorley Street (B1383) to the east. The majority of the site comprises agricultural land, set out as five irregularly shaped arable fields, separated by small hedgerows and ditches.

The northernmost field is bound along its southern edge by a long distance public footpath - the Hertfordshire Way. A second public right of way crosses the southern part of the site in a similar east-west direction. The site generally slopes from its northern and western edges down to the southeast corner, at the A1184/B1383 junction.



1. View across Whittington Way looking south



2. View from Hawthorn Rise



3. View looking north east from Obrey Way St James' Way roundabout



4. View from public right of way looking north west



5. View north west from A1184

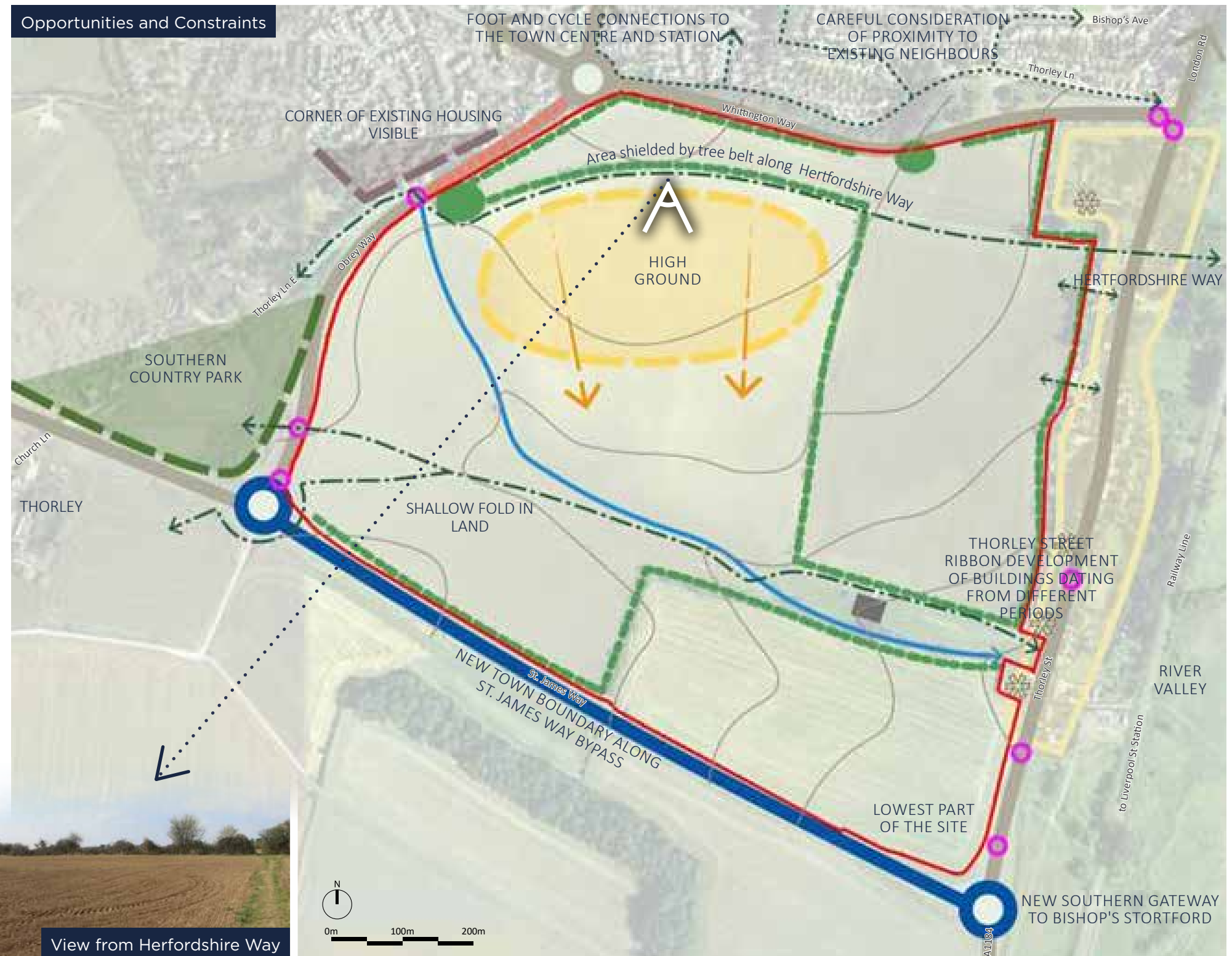


Aerial view of the site

- The majority of existing copses, hedgerow trees and hedges on site would be retained except in those areas where a new access or a new footpath needs to be formed
- Part of Obrey Way is relatively narrow and unsuitable for heavy goods vehicles
- There are no built heritage assets within the site, however, a number of listed buildings border the site to the east
- There are currently very limited areas of existing semi-natural habitat and there is significant opportunity to improve the overall biodiversity of the site
- The existing agricultural ditch that runs through the site provides a feature by which to structure the layout of the development to maximise drainage, recreation and biodiversity benefits within an enhanced corridor
- The route of the existing Public Rights of Way will provide a network of multifunctional open spaces, with connections to valued nearby facilities including the Southern Country Park.

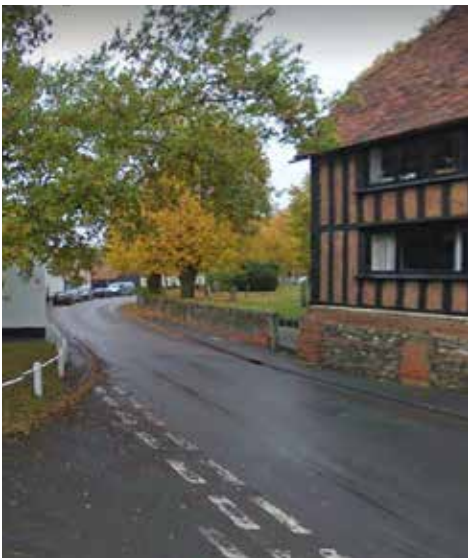
The Hertfordshire Way

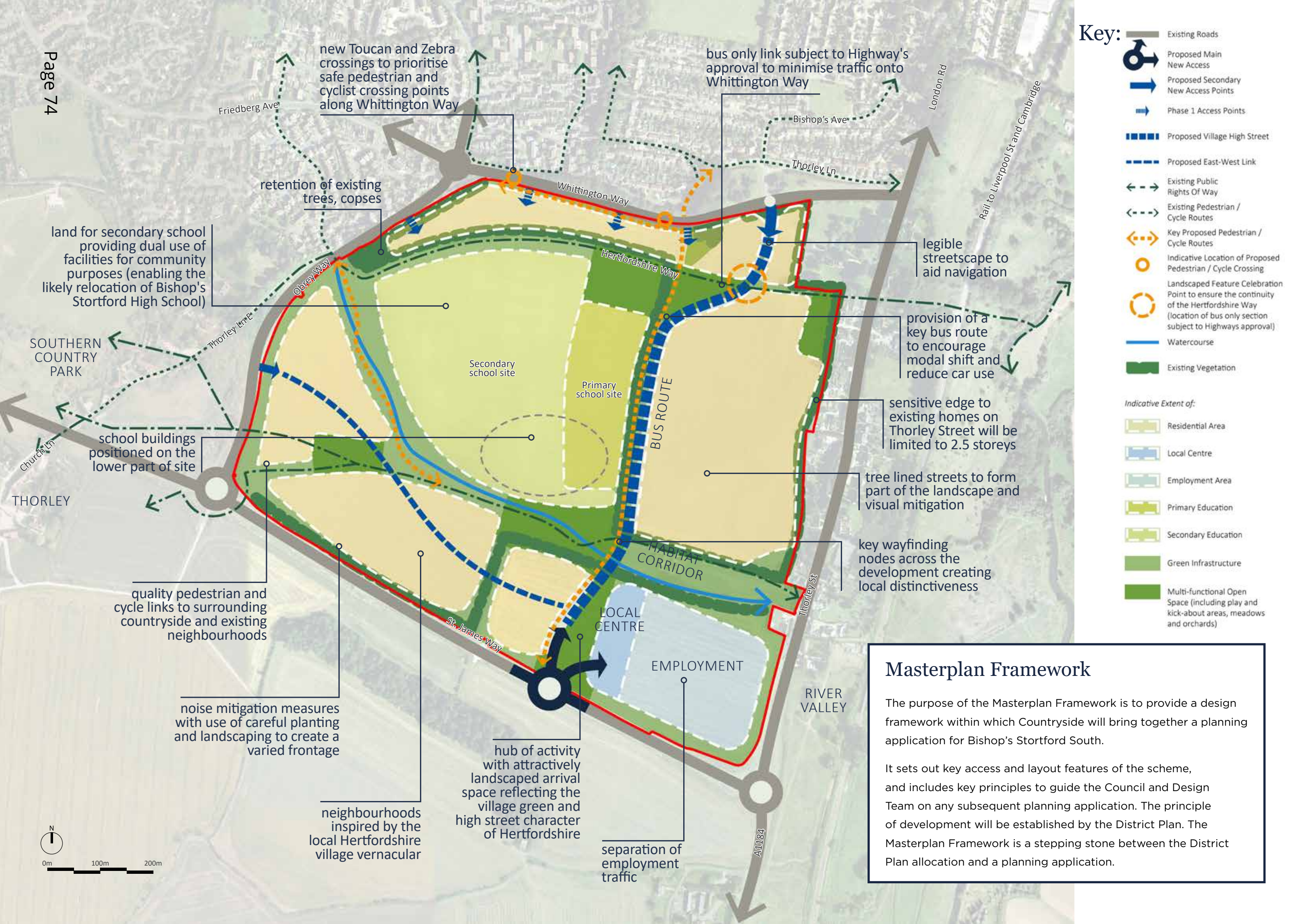
Emerging proposals would seek to maintain open views from the high ground and from the Hertfordshire Way, along the Stort valley to the southeast.



Local Character

A character study has been carried out to gain an in-depth understanding of the local context and ensure that proposals reflect the rich heritage of Bishop’s Stortford and its hinterland. The local area contains some very fine architecture of varying types and scales from the past few centuries. Of particular relevance to the master planning is the character of each of the streets and spaces within a hierarchy from the busiest thoroughfares down to the smallest courtyard spaces. Buildings must positively address the environment adjacent to them in a manner which reflects the hierarchy of those routes and spaces.





Key:

- Existing Roads
- Proposed Main New Access
- Proposed Secondary New Access Points
- Phase 1 Access Points
- Proposed Village High Street
- Proposed East-West Link
- Existing Public Rights Of Way
- Existing Pedestrian / Cycle Routes
- Key Proposed Pedestrian / Cycle Routes
- Indicative Location of Proposed Pedestrian / Cycle Crossing
- Landscaped Feature Celebration Point to ensure the continuity of the Hertfordshire Way (location of bus only section subject to Highways approval)
- Watercourse
- Existing Vegetation

Indicative Extent of:

- Residential Area
- Local Centre
- Employment Area
- Primary Education
- Secondary Education
- Green Infrastructure
- Multi-functional Open Space (including play and kick-about areas, meadows and orchards)

Masterplan Framework

The purpose of the Masterplan Framework is to provide a design framework within which Countryside will bring together a planning application for Bishop's Stortford South.

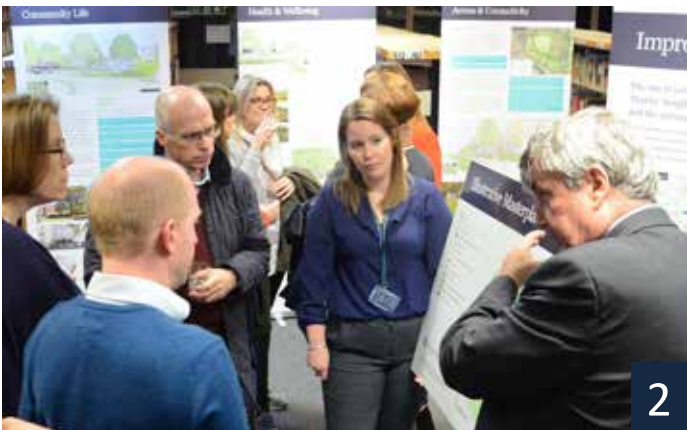
It sets out key access and layout features of the scheme, and includes key principles to guide the Council and Design Team on any subsequent planning application. The principle of development will be established by the District Plan. The Masterplan Framework is a stepping stone between the District Plan allocation and a planning application.

Engagement in the Masterplanning Process

This Masterplan Framework is informed by active engagement, over a period of years, with the Neighbourhood Plan for All Saints, Central, South and Parts of Thorley Ward; key local stakeholder groups; meetings with District and County officers as well as statutory consultees; a seven week period of public consultation; an All Member Workshop; and two Member Steering Group meetings. The feedback from all of these activities has fed into this framework.

Images:

1. Member tour of Beaulieu, January 2018
2. Exhibition at BSHS, January 2018
3. Neighborhood Plan tours of Great Kneighton, Cambridge, March 2016
4. Member's working group, Charis Centre, December 2017
5. Public exhibitions, December 2017



Masterplanning Principles: A Green Infrastructure Network

OBJECTIVE 1

A driving principle is a landscape-led approach seeking to retain and enhance existing hedges and trees, the watercourse, and public footpaths to create an attractive network of multifunctional open spaces.

Design will prioritise health and wellbeing with children's play and kick-about areas, meadow and orchards.

Green Corridor

The green corridor is an important spine that runs through the centre of the proposal, providing a multifunctional role. A sitewide sustainable drainage scheme linked to the watercourse will improve water levels and water quality in the watercourse as well as provide new riparian habitat such as reed beds and increased plant diversity.

The corridor will be overlooked from at least one side along its length providing pleasant views, and will include extensive areas of informal open space and opportunity for gentle recreation and quiet enjoyment of wildlife.

Village Green

The village greens are smaller, more intimate public spaces scattered around the development, often containing play spaces and overlooked by houses. These areas create a linked frontage to ensure a good sense of enclosure. The spaces will be naturalistic in appearance with native trees and meadow grass.

Edible Landscape

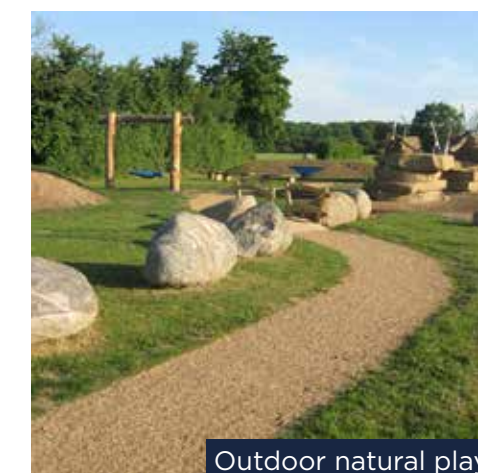
The landscape strategy will incorporate food plants as both an aesthetic design feature and also as a source of fresh and natural fruits for informal community consumption and enjoyment. This may include fruit and nut trees, edible flowers and berry bushes. Planting areas will have year round interest that includes sensory and edible fruit bearing plants and trees that will provide a play value, incidental learning and attract wildlife. To encourage foraging across the site, edible fruit bearing species will be present in the choice of parkland trees, woodland thickets, hedge mixes, shrubs and planting areas. For example, orchard areas will provide an attractive summer blossom and an relaxed landscape area.



Green Corridor



Edible landscape



Outdoor natural play



Village Green



Secondary and Primary Schools

Schools will be located centrally with school buildings on lower ground and playing fields to the north to retain the character of and open views from Hertfordshire Way along the Stort Valley to the south.

Land for a secondary school will allow for the relocation and expansion of the Bishop's Stortford High School (The Boys' School) currently located on London Road. Indoor and outdoor sports facilities (provided as part of the secondary school) will be shared for community use.



Hertfordshire Way

The Hertfordshire Way is a long distance public footpath that passes through the site over the crest of the hill. It is not open to use by cyclists.

The paths through the site will be open to all users, dog walkers and joggers, and provide informal connections to the Southern Country Park and a town-wide route.

The new school fence on the southern side of the Hertfordshire Way will be sunken into a ditch to preserve the footpath's scenic charm.



Masterplanning Principles: Attractive Neighbourhoods

The development will comprise a mix of house types; 1 and 2 bed apartments for smaller households and family housing (2, 3, 4 and 5 bedroom, a mixture of detached, semi-detached and terraced homes with private gardens).

We are seeking to provide a rich variety of traditional streets and spaces throughout the new neighbourhood. These streets will provide an attractive connected network, particularly for pedestrians and cyclists.

The development is likely to include six distinct character areas. The residential-led character areas are expected to comprise:

Northern Neighbourhood

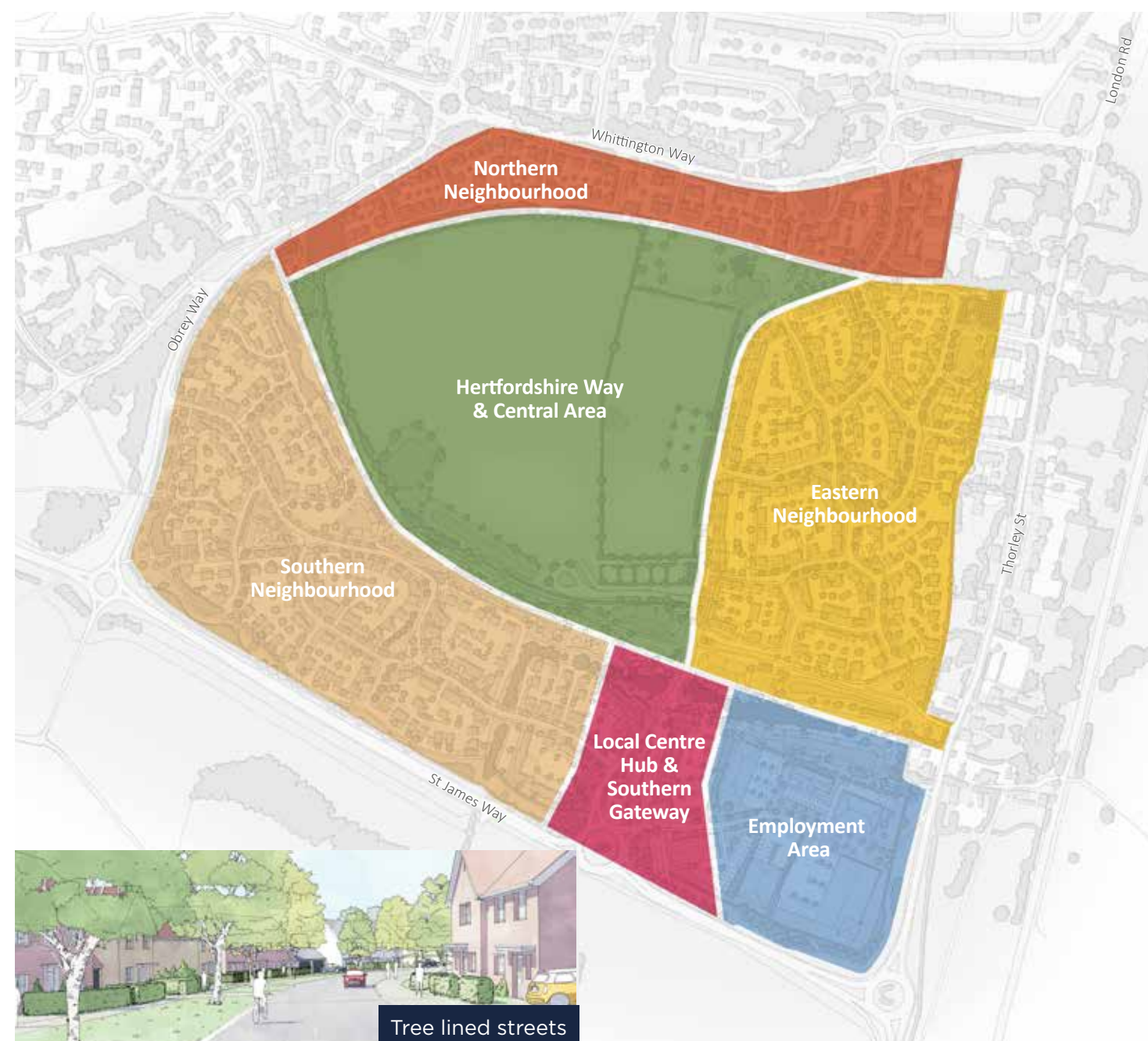
The Northern Neighbourhood will play a key role in welcoming people into the site from the north, particularly for pedestrians and cyclists as well as people using public transport services through the site reaching the educational, employment and local centre facilities to the south. The linear east-west nature of the neighbourhood will be defined by building frontages along Whittington Way and the Hertfordshire Way, which will be screened by both existing and proposed trees, creating a green edge to this neighbourhood. A mix of 2, 2.5 and 3 storeys homes will be provided with landmark features and high scale and massing defining key corners, nodes and spaces.

Eastern Neighbourhood

The village high street runs to the West of this neighbourhood which provides an important building frontage to this key link though the site. Continuous building frontage will provide a sense of enclosure to the street and reflect the Hertfordshire village high street character. Tree lined green streets will run diagonally through the neighbourhood which gently slopes to the watercourse to the south, with larger trees over time providing a green screening to development when seen from a distance. Properties along the western edge of this neighbourhood will have been carefully considered and will be up to 2.5 storeys to ensure a sensitive approach to existing properties along Thorley street, particularly where listed buildings are located. A central incidental open space will provide a focus of activity for residents with direct connections to a meadow and orchard to the north east.

Southern Neighbourhood

The largest of the three residential character areas, the Southern neighbourhood will provide a new key edge for Bishop's Stortford along St. James Way, as well as providing a new frontage to the Southern Country Park and Obrey Way to the west, and overlooking the green corridor to the north. Development will be limited to two storeys along the southern and western boundaries creating a gentle urban-rural edge character. Two Public Rights of Way run through this neighbourhood converging, together with a secondary east-west route, at a Village Green which will form the heart of this neighbourhood, and provide attractive links to the Country Park.



Masterplanning Principles: Village Hub

A mix of facilities is proposed fronting onto the village high street (north-south route) from the local centre and care home, past the schools up to a village green in the north.

Located on the lowest part of the site at a key node visible from St James' Way and London Road, the Southern Gateway will act as a community hub with opportunity for a local café, retail and convenience shopping.

The Southern Gateway will be formed around an open space overlooked and enclosed on two sides with buildings. The space will be semi-formal in nature to reflect its position in the higher density part of the site. Planting will be limited to large trees and grass, with areas of bulb planting.

The local centre will seek to take design cues from the high street character of Bishop's Stortford, in particular North Street, located within the historic centre, in its roof form and height.

Proposed commercial uses within the site could make reference to 19th century buildings through their layout, materials and detailing.

The Southern Gateway provides primary access from a roundabout on St James' Way, enabling the separation of employment related traffic - a key aspiration of the neighbourhood plan.



Gateway entrance



Tree planting will feature in public spaces



Page 79
Local centre



Local precedents to inform local centre and employment building character

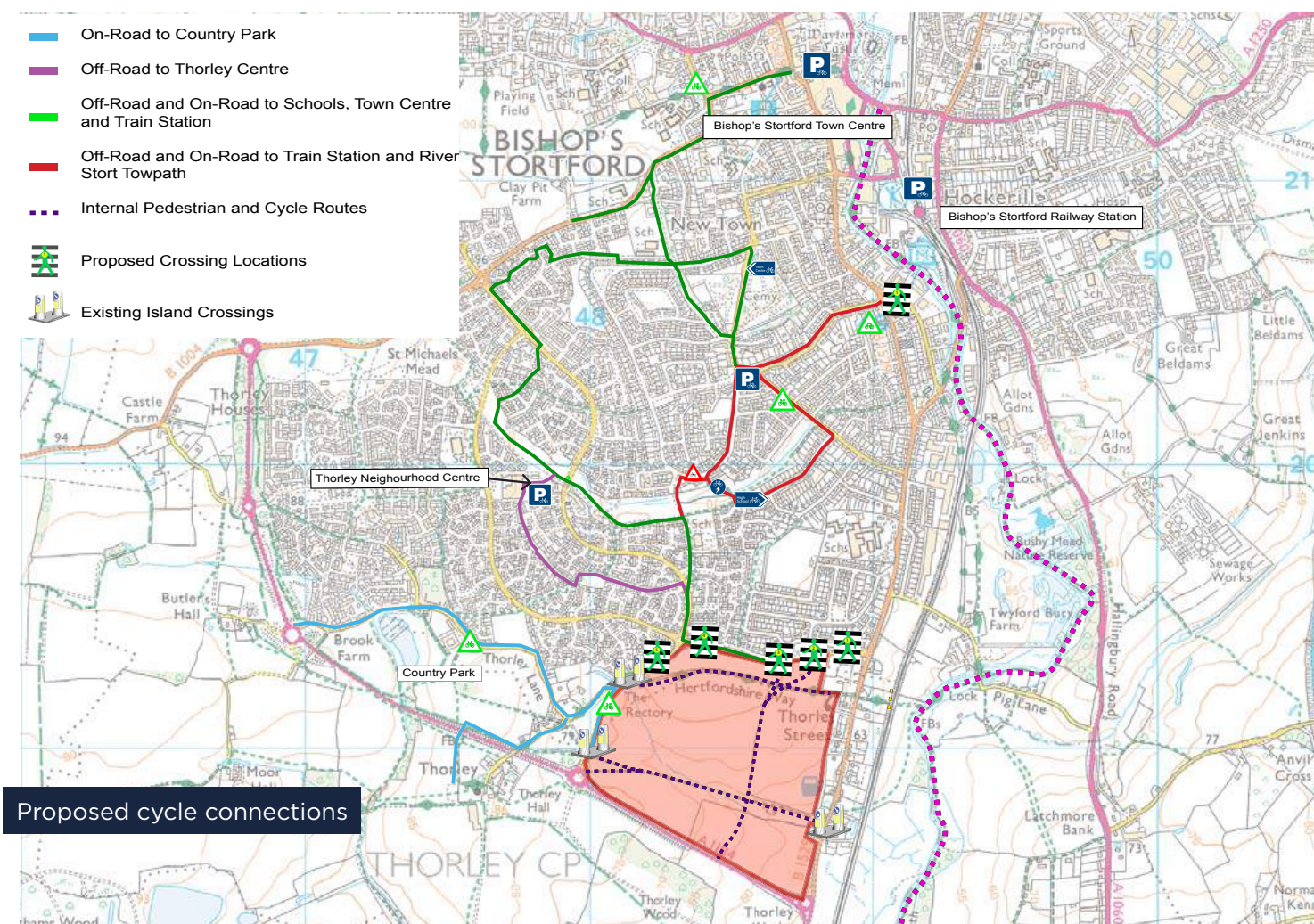


Walking and Cycling

- Safe and interconnected footways and cycleways within the development, including a 4m footway/cycleway link from the schools along an internal key route
- A series of new and enhanced formal crossings on Whittington Way and Obrey Way including a Zebra and a Toucan
- Informal recreational walking and cycling routes to provide attractive leisure opportunities.

Awareness will be a major part of encouraging people to walk, cycle and use the public transport. The awareness strategy will ensure that all future residents understand the options available to make journeys by non-car means, information on future bus times, where buses stop, and walking and cycle routes as well as cycle training for residents will be extended to the immediate neighbourhood around the development.

To celebrate and encourage the use of the Hertfordshire Way as a long-distance footpath crossing the site, the scheme will incorporate a landscape feature point at the crossing point over the new village high street and north of the bus only section. This feature point will be simple and yet attractive, framed by trees and bringing the footpath's routes together. Initial design ideas propose this feature could be shaped around the concept of providing two resting spaces for weary travellers – one to the east as a continuation of a meadow, and another to the west more gardenesque in style.



Bus Link

The main street through the site will provide a mix of uses along it and the opportunity to provide bus services to the schools and local centre, thereby minimising congestion. A bus only section will provide a competitive advantage over the private car. The primary access to the site will be from St James' Way. Additional secondary points of access will be carefully positioned on Whittington Way and Obrey Way.

Countryside will introduce new bus services for the development, to seek to encourage people to make journeys by bus through the provision of high quality information and initial free travel. Countryside have found that once people get used to making journeys by bus during the incentive period, then a considerable proportion continue to make journeys once the incentive period finishes.

Countryside are working with the local bus operator Arriva on the scope to introduce new services, including real time travel information at bus stops for the emerging proposal and the surrounding area. The site is readily accessible from the station by bus, but one of the key issues is ensuring the bus times are linked with train times. At Beaulieu in Chelmsford, Countryside have introduced a new bus service which is scheduled to arrive at least 5 minutes before a train departs and leave 5 minutes after a train arrives. This is in addition to ensuring that bus services start early in the morning and finish late in the evening, so it is a valid option for those who have to start early or stay late for any reason.

This attention to detail can make a considerable difference to how many people travel, and for their Beaulieu scheme in Chelmsford, nearly 25% of journeys in the peak period are made by bus, which is over double that which occurs in the local area.

Countryside's Beaulieu scheme has won the Award for Infrastructure Planning at the Planning Awards June 2018. Judges praised our 'integrated approach' and described the project as 'an excellent example of total infrastructure consideration: transport, social and education.'

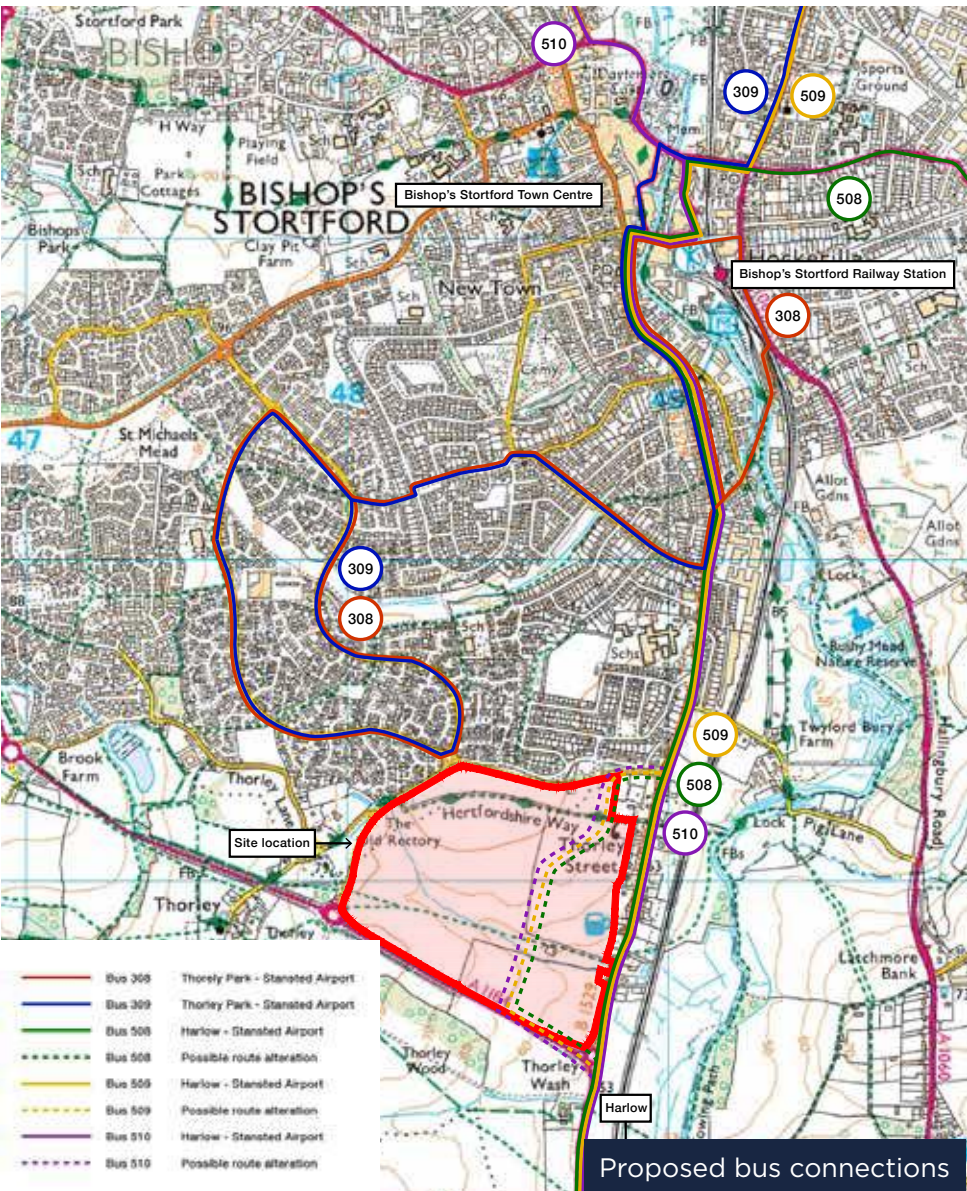
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A bus-only link located south of the first phase of development will limit additional car traffic turning onto Whittington Way, whilst promoting a regular and efficient bus service

School Travel Plan

A green travel plan will be devised for the secondary school as part of it's detailed proposals dealt with as part of a later reserved matters application. The School Travel Plan will make pupils and staff aware of:

- The Scheduled Bus Services, which will stop next to the School Entrance
- The Dedicated School Bus Services
- The signage and route upgrades to the pedestrian and cycle routes to and from the site to the principal destinations within the Town Centre
- The pedestrian routes within the site and the crossings to be provided on Whittington Way and Obrey Way



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...the Essex
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JUST BEFORE
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Available on the iPhone
App Store

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Countryside's schemes fully embrace the 'Building for Life 12' as a design tool. We are highly experienced in place-making. Our scheme at St Michael's Mead, Thorley Lane, is cited in the 2018 BfL12 standards as a best practice example.



Criteria:

1

Connections

The scheme will integrate with its surroundings by reinforcing existing connections and creating new connections, including to the network of foot and cycle routes, which link to the town centre, railway station, and Thorley neighbourhood centre to the north, the Southern Country Park to the west and the River Stort valley to the east.

2

Facilities and services

The development will provide an extensive variety of new community facilities, including local shops, schools, employment, public open space including children's play areas, the shared use of the secondary school's sports facilities, and a care home.

3

Public transport

A village high street providing a north-south bus corridor link will be accommodated on-site, which will serve inter-urban and school bus services and will provide connections to the town centre, railway station and local towns and villages. Along with free bus vouchers for new residents, this will help to minimise dependency on the private car.

4

Meeting local housing requirements

The development will provide a mix of housing types and tenures to address local housing needs. This will include a variety of new affordable, open-market and self-build homes. Properties will be provided with fibre broadband and be 'EV' ready.

5

Character

Plans for the site will incorporate a number of distinct character areas. These will take inspiration from the local vernacular, including the picturesque villages found in this part of Hertfordshire. Sensitive design treatments to the east of the site will respect the existing buildings (including listed buildings) along Thorley Street.

6

Working with the site and its context

The scheme will be respectful of, and benefit from, the existing topography, landscape features and watercourses found on-site. This will include: the creation of a new green corridor along the route of the existing ditch; locating school playing fields on the high ground to the south of the Hertfordshire Way to preserve views to the south; and where possible preserving and enhancing existing hedgerows on-site.

7	Creating well defined streets and spaces	The scheme will be led by a bespoke landscape strategy, with new soft and hard landscaping used to define and enhance key streets and public spaces. Spaces and streets will be framed by buildings that front them, creating positive relationships between built form and public realm and offering passive surveillance through overlooking.
8	Easy to find your way around	The scheme will be designed to incorporate legible neighbourhoods and to promote walking and cycling across the site and beyond. Buildings of landmark design will feature at key nodes to ensure that it is instinctively easy to find your way around.
9	Streets for all	Any new streets will be designed to encourage low vehicle speeds and to allow them to function as social spaces. This is likely to include the introduction of a 20 mph speed limit across the whole of the site, subject to Highway's approval.
10	Car parking	Resident, commercial, school and visitor parking will be well integrated into the development and wherever possible will be off-street to create a more attractive environment and to encourage other forms of travel.
11	Public and private spaces	The scheme will include clearly defined and attractive public and private spaces. A specialist body, such as the Land Trust (a national charity), will be appointed to manage and maintain public spaces.
12	External storage and amenity	All new homes will comply with relevant design standards and guidance in respect of amenity/garden space, bin and recycling storage, vehicle and cycle parking and other sustainability requirements, as well as being supplied with fibre broadband and made ready for electric vehicle charging.

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EAST HERTS COUNCIL

EXECUTIVE – 17 JULY 2018

REPORT BY LEADER OF THE COUNCIL

SAWBRIDGEWORTH MASTERPLANNING FRAMEWORKS – LAND TO
THE NORTH OF WEST ROAD AND LAND TO THE SOUTH OF WEST
ROAD

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- To enable Executive Members to consider the Masterplans for the following sites in Sawbridgeworth:
 - (i) Land to the north of West Road
 - (ii) Land to the south of West Road

<u>RECOMMENDATIONS FOR EXECUTIVE:</u> To recommend to Council that:	
(A)	The Masterplanning Frameworks for: (i) Land to the north of West Road (SAWB2) (ii) Land to the south of West Road (SAWB3) as detailed at Essential Reference Papers 'B' and 'C' to this report, be agreed as material considerations for Development Management purposes.

1.0 Background

- 1.1 The East Herts Approach to Master Planning was first presented to the District Planning Executive Panel in September 2017 (and agreed by Council on the 18th October 2017). The report set out a series of steps that describe the various stages involved and processes expected for each of the District Plan strategic allocations. Whilst not a one-size-fits-all approach, the process is based upon a collaborative approach to identifying and resolving issues, creating a vision for what the site aspires to achieve, testing design options and consulting upon preferred solutions. The output of this process is a masterplan framework or masterplan which is presented to members for consideration.
- 1.2 In order to embed the Masterplanning process in the District Plan, a new policy has been proposed through the Main Modifications Consultation. Policy DES1: Masterplanning requires all 'significant' development proposals to prepare a masterplan setting out the quantum and distribution of land uses; access; sustainable high quality design and layout principles; necessary infrastructure; the relationship between the site and other adjacent and nearby land uses; landscape and heritage assets and other relevant matters. Furthermore, the masterplan should be collaboratively prepared and informed by public participation. Finally, Policy DES1 states that in order to ensure sites are planned and delivered comprehensively, any application for development on part of the site will be assessed against its contribution to the masterplan as a whole.
- 1.3 The masterplan should therefore provide sufficient information to inform the preparation of detailed aspects of the site at the planning application stage. The level of detail required for the masterplan will depend upon the likely form of delivery of the site. For example, if it is likely that the site will be delivered by a number of developers, more detail will be needed in the masterplan in order to provide more certainty on key matters so that future parties are very clear on what the site is expected to achieve. Where delivery is

expected by one party, a masterplanning framework may be prepared which sets out key parameters and aspirations upon which further detail will be provided.

- 1.4 For each of the strategic sites allocated in the emerging District Plan a Steering Group has been, or will be established. This will comprise East Herts councillors, town and parish councillors, representatives of the local community and other interested groups where appropriate. The Steering Group is a sounding board for key issues and depending upon specific circumstances, for discussing detailed design elements whilst preparing the planning application through to when construction is underway.

2.0 Report

- 2.1 The sites the subject of this report comprise land to the north and south of West Road. They are strategic allocations within the emerging District Plan, which is expected to be adopted in summer 2018. The site promoters (Taylor Wimpey Homes and Barratt/David Wilson Homes) have embarked on a masterplanning exercise with Officers in order to demonstrate that the policy requirements can be achieved on both sites. Subsequent to the District Plan Examination in Public, work has advanced on establishing a number of key parameters and conceptual designs of the sites, which are now expressed in the Masterplanning Frameworks as detailed in **Essential Reference Papers 'B' and 'C'**.
- 2.2 Policies SAWB2 and SAWB3 of the emerging District Plan set out the proposed land uses and other policy requirements for each site as well as a requirement that a masterplan is produced in a collaborative manner with stakeholders. The District Plan allocations provide that the land to the north of West Road will deliver at least 125 new homes and land for the expansion of Mandeville School. The land to the south of West Road will deliver at least 175 new homes.

Land to the north of West Road

- 2.3 Taylor Wimpey's proposals will deliver approximately 133 new homes of varying mix, including 40% affordable housing, associated access, landscaping, open space and infrastructure works.
- 2.4 The site will also deliver land for an expansion of Mandeville primary school by 1 form of entry to provide for the needs arising from the new developments.
- 2.5 The developers have expressed a desire to submit a full planning application towards the end of June 2018. A draft description of development is included below:

Development of 133 dwellings, including affordable homes, associated access, landscaping, open space and infrastructure works.

Land to the south of West Road

- 2.6 Barratt/David Wilson's proposals will deliver approximately 200 new homes of varying mix, including 40% affordable housing and associated accesses, landscaping, open space and infrastructure works. Arising from discussions with the Steering Group and Town Council the development will also deliver public recreation space and allotments.
- 2.7 The developers have expressed a desire to submit full planning application in towards the end of June 2018. A draft description of development is included below:

Development of 200 dwellings, including affordable homes, open space, allotments, associated access, landscaping and infrastructure works.

- 2.8 The Masterplanning Framework for each site sets the context for development. The Frameworks describe, in brief, the background to the site, an analysis of the site constraints and surrounding environs and provides a series of diagrams illustrating the key elements of the site at a parameter level. The main Framework diagrams bring together these parameters and draws out key features of the proposal.

Highway improvements

- 2.9 The allocated sites in Sawbridgeworth (SAWB2, SAWB3 and SAWB4) will together deliver highway improvements, including key improvement works to the existing double roundabout junction of West Road/Station Road/London Road/Cambridge Road.

Engagement

- 2.10 A Steering Group was set up to enable the open debate of issues. This Group comprises councillors and representatives of Sawbridgeworth Town Council.
- 2.11 Taylor Wimpey and Barratt/David Wilson presented their proposals at sessions of the Steering Group and have actively engaged in debate with the group on topics and issues. In addition, there have been separate meetings with Officers and joint meetings with the Highway Authority in respect of both sites. Taylor Wimpey have also met with HCC Education in regard to the school expansion site. These discussions have informed the Masterplanning Framework and the emerging application for each site. The Hertfordshire Design Review Panel were also engaged to provide an independent assessment of proposals and their input has been very helpful in shaping the emerging schemes.
- 2.12 A number of matters have been discussed at the Steering Group sessions for each site including:

- Highway issues, including traffic on West Road;
- Pedestrian and vehicular access to the school;
- Access points and footpath and cycle routes and linkages to the existing urban area to the west;
- Green infrastructure and Green Belt boundary treatment;
- Public open space and recreation provision;
- Sustainable drainage and landscaping;
- Layout and design.

Some of these matters are addressed through the proposed Masterplan Frameworks, while some more detailed matters will be considered at the planning application stage.

- 2.13 As part of the process a public exhibition of the Masterplans was held on 4th June 2018. Further to the exhibition some 50 written responses were received from residents. The majority of responses were in the form of objections to further residential development in Sawbridgeworth and the resulting impact on traffic and infrastructure. However, the sites are strategic allocations forming part of the development strategy in emerging District Plan which has been the subject of consultation and examination. The principle of the developments will therefore be established on adoption of the District Plan.

Conclusions

- 2.14 It is the view of Officers that the Masterplanning Frameworks for the sites provides a good basis upon which to move forward to preparing the detailed application stages. They provide a framework regarding the main issues of significance in relation to the development of each site within which a planning application submission can be made. The frameworks provide information in relation to a number of matters such as the areas of built form, the location and type of green infrastructure, sustainable drainage strategy,

pedestrian/cycle routes through the sites as well as connections to the rest of the town.

- 2.15 It is recommended that the Masterplanning Frameworks, as detailed at **Essential Reference Papers 'B' and 'C'**, be agreed as material considerations¹ for Development Management purposes.

3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Emerging East Herts District Plan Main Modifications Consultation
Version 2018 – Chapter 8 - Sawbridgeworth,

<https://www.eastherts.gov.uk/mainmodifications>

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¹ A material consideration is a matter that should be taken into account in deciding a planning application or on an appeal against a planning decision.

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IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives Priority 3 – Enable a flourishing local economy
Consultation:	The report relates to masterplan which has been prepared in collaboration with the community, officers and a member steering group.
Legal:	N/A
Financial:	N/A
Human Resource:	None
Risk Management:	None
Health and wellbeing – issues and impacts:	The link between planning and health has long been established. The built and natural environments are major determinants of health and wellbeing. The District Plan is seeking to ensure the most sustainable outcomes for its residents, thus improving health and wellbeing opportunities. This is a strategic site within the Plan and will be designed to meet these objectives.
Equality Impact Assessment required:	No. The District Plan itself was subject to an EqlA. As this is a site brought forward under that Plan, no additional assessment is required.

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Land north of West Road, Sawbridgeworth (SAWB2)

Master Plan Document

May 2018

Page 95



Mark Reeves Architects

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1.0 Introduction

1.1 Introduction

This Master Plan Document has been prepared and submitted on behalf of Taylor Wimpey North Thames Ltd. in support of proposals for residential development located to the north of West Road on the western edge of Sawbridgeworth. The planning application proposes the following development:

- 133 dwellings
- 80 private dwellings
- 53 affordable dwellings
- land to facilitate the expansion of Mandeville Primary School
- public open space including a linear green / defensible green belt buffer, a central green, green links
- children's play facilities
- Sustainable Drainage System
- pedestrian and cycle routes enhancing the wider connectivity of Sawbridgeworth

This document responds to the requirements of emerging District Plan policy DES1 and culminates in an Illustrative Concept Master Plan that encapsulates the work done to date.

1.2 Planning Summary

Land north of West Road, Sawbridgeworth, is allocated for development in East Hertfordshire District Council's emerging District Plan, under policy SAWB2. The policy sets out the requirements and aspirations for the site and its development; these specific policy criteria include:

- Delivery of at least 125 new dwellings (of which 40% are to be affordable);
- Provision of land, car parking and access routes to facilitate the expansion of the adjacent Mandeville Primary School to two forms of entry;
- Improvements to footways and public transport to support the use of sustainable modes of travel;
- High quality green infrastructure and landscaping throughout the site, including enhanced landscaping along the western boundary of the site where the site adjoins the Green Belt and surrounding countryside; and
- Addressing other relevant policies of the District Plan as appropriate.

The principle of development at the site is well-established, with the site having first been identified in the 2014 draft of

the District Plan. The District Plan has now been subject to Examination and the Inspector's Report is due imminently. Over 2017 and 2018, Taylor Wimpey has been working with stakeholders and consultees to develop detailed plans for the site and to demonstrate the sustainability and suitability of the site for residential uses.

In addition to land north of West Road, two other sites in Sawbridgeworth have been allocated for development. These are land south of West Road for at least 175 dwellings (reference SAWB3) and land north of Sawbridgeworth for at least 200 dwellings (reference SAWB4). The sites give rise to a total allocation for Sawbridgeworth of at least 500 dwellings. The developers and promoters of all three sites are liaising with one another in respect of infrastructure matters such as highways capacity within Sawbridgeworth, to ensure their timely delivery. Land north of West Road is capable of delivering the school expansion land required to serve residents of all three allocated sites.

2.0 Contextual appraisal

2.1 Site and context analysis

Site Analysis

The Site:

The proposed Sawbridgeworth development site sits to the north west of Sawbridgeworth on the outskirts of the town. It comprises 6.1 hectares of land (15.07 acres) which is currently used for agricultural purposes. The site has a fall from north east to south west of approximately 12 metres and is flattest at its north eastern edge. Site access is taken from West Road. With the exception of perimeter trees and hedgerows, the site is generally clear of any defining features and there are no existing buildings. The site includes Mandeville Primary School's existing vehicular and pedestrian access from West Road, located approximately 180 metres east of the site's main access.

To the south and along West Road towards Sawbridgeworth is 2 storey semi-detached housing. A single storey school building adjoins the site to the east with a football club beyond. A secondary school and leisure centre are situated to the north east with 2 and 2 ½ storey housing to the north east corner of the site. Open countryside flanks the western boundary and to the south west there is an emerging allocation of 175 dwellings.

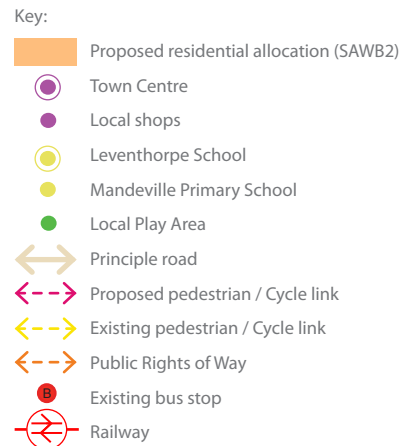


Fig 1. Local connectivity

2.0 Contextual appraisal

A public right of way running outside the northern edge of the site connects to Cambridge Road and Leventhorpe School to the east and country lanes then on towards Parsonage Lane and Beanfield Road to the west. The Mandeville Primary School access and eastern edge of the site accommodates an informal footpath which extends the full length of the site, connecting with the public right of way along the northern boundary. A second public right of way extends from West Road along the south western boundary, terminating in the field to the west of the site.

The site is well connected to Sawbridgeworth and the surrounding countryside by a series of Public Rights of Ways, footpaths and twitchels. There is the opportunity within the site to connect some of these routes to create new links between the site, the existing settlement, and other allocated development sites. The town centre is approximately 1km/12min walk from the development site and Sawbridgeworth Railway Station approximately 1.6km/20 min.

Bus stops are located on both sides of the A1184 approximately 450m walking distance from the edge of the proposed residential site and the local Sawbobus service, operated by Sawbridgeworth Town Council, runs along West Road.

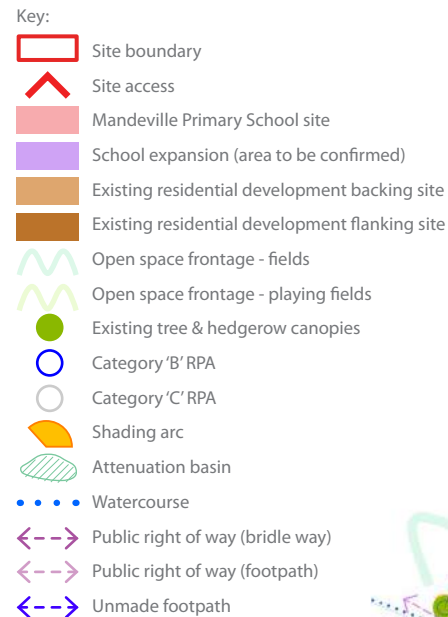


Fig 2. Site Opportunities and Constraints Plan

3.0 Design, concepts & processes

3.1 Concept

The proposed Concept Master Plan layout for the SAWB2 development is shown in Fig 3. The key components have been developed from the opportunities and constraints of the site and can be summarised as follows:

- Creation of defensible green belt boundary with POS, SuDS features and high quality residential frontage.
- Green edge and residential frontage to public rights of way.
- Green links from development to open countryside.
- Maximising views of the open countryside.
- Central green with children's play located close to school.
- Landscaped gateway feature with views to countryside.
- Improved pedestrian /cycle links for existing and proposed developments.
- Perimeter block providing good definition and high levels of surveillance and security to streetscape and public realm space.
- Residential backing / flanking existing housing.
- Residential backing school and expansion land.
- Retained hedgerows and trees.
- Ecological enhancements through varied landscape design.
- Access from West Road.

3.2 Engagement

The development proposals have been informed by extensive engagement with officers and community stakeholders, in keeping with the guidance set out in East Herts District Council's Statement of Community Involvement and adopted master planning approach.

A master planning meeting was held with members of EHDC and Sawbridgeworth Town Council on Thursday 30th November; this allowed an initial 'round-table' exploration of key concerns and themes.

At the November master planning event, members suggested a 'walkabout tour' of Sawbridgeworth should be arranged to enable them to show Taylor Wimpey particular aspects of Sawbridgeworth's character, as well as junctions which are the subject of local concern. This tour took place Wednesday 7th March. A subsequent master planning meeting was held on the 22nd March, where members of the Shaping Sawbo group discussed the proposals and their wider aspirations for the town, with officers and Taylor Wimpey. EHDC's officers have been in ongoing discussion with the Shaping Sawbo group.

Taylor Wimpey is also currently organising a drop-in public consultation event, to which residents will be invited through

a community newsletter. The event will include information about detailed aspects of the proposals, written in non-technical language.

Residents will be invited to give feedback through a feedback form at the drop-in event, and can also contact the project team at any time through a Freephone telephone number and Freepost address.

A Statement of Community Involvement will be included in the documents submitted as part of a planning application. This will clearly set out the consultation activities that took place prior to submission, and list all the verbatim feedback received throughout the community engagement. Taylor Wimpey will explain how we have responded to the feedback received through the pre-application consultation, highlighting areas where the proposals have changed in response to feedback. Where it has not been possible to amend the scheme based on community feedback, we will explain why.

3.0 Design, concepts & processes

- Key:
- Site boundary
 - Residential perimeter block
 - Public Open Space
 - Sustainable drainage systems (SuDs)
 - Mandeville Primary School & expansion
 - Site access
 - Existing trees and hedgerows retained
 - Indicative proposed trees
 - Green frontage
 - Residential backing-on
 - Streets
 - Existing public right of way
 - Proposed pedestrian & cycle links



Fig 3. Proposed Site Layout - Concept

4.0 Proposals

4.1 Amount and use

The amount of development proposed has been informed through analysis of the site's constraints and opportunities. The amount of development will be further refined through the planning application and development management process

- 133 dwellings
- land to facilitate the expansion of Mandeville Primary School
- public open space including SuDS features
- children's play

The proposed 133 dwellings includes 40% affordable and will include apartments and houses ranging from 2 bedrooms to 5 bedrooms to meet local housing needs. The affordable housing will be tenure blind.

Public open space accommodating children's play is provided centrally in a high quality green at the heart of the development. A generous defensible green belt boundary running the full length of the western boundary, together with green links and squares, provides further landscaped public amenity space with recreational footways, sustainable drainage features and ecological enhancements. Focal Green spaces enhance key gateways, give the development a unique character and aid community cohesion.



4.2 Density

The proposed residential density across the site will be between 34-40 dpha. The proposed density strategy is shown in Fig 5:

Lower density development, comprising a predominance of detached housing with some semi detached, fronts green space around the perimeter of the site. The introduction of green links and a generous defensible green belt boundary creates a looser, fragmented edge along the western boundary in response to this important edge of town location.

A medium density core, comprising a predominance of semi detached housing with some detached, runs through the centre of the site to create a more urban condition with higher density apartment buildings located to terminate key vistas and mark gateways.

The proposed density strategy, in conjunction with the street hierarchy, help to achieve variety in the development and assist legibility.

4.0 Proposals



Fig 5. Proposed residential densities

4.3 Movement and access

Pedestrian and cycle movement:

A number of pedestrian and cycle routes are provided along the length of the site, connecting West Road with the existing Public Right of Way that runs along the northern boundary. Proposed routes include a link to the west, through the countryside defensible green belt buffer, a link to the east of Mandeville Primary School which allows for a potential link into the adjacent Crofters End development and a link through the centre of the site passing through the gateway focal green, the central green, along a tree lined avenue and green link.

Connections to the southern West Street footway are proposed via uncontrolled pedestrian crossings and a pedestrian access to Mandeville Primary School is proposed at the south east corner of the central green.

Vehicular movement:

The site is served by a Major / Minor Access taken from a junction with West Road near to the location of the existing site access. Shared Surfaces serve less trafficked areas to encourage pedestrian and cyclist priority. The shared surface streets form a series of intimate groupings of housing, linked to aid permeability. A loop around the central green would facilitate access for the Sawbobus service.



Fig 6. Movement and access

4.0 Proposals

4.4 Car parking:

Car parking is provided on plot, concealed behind building frontage to minimise its visual impact on public realm space. Parking for houses is generally located alongside the dwelling with garages provided for private houses. Apartments are served by small parking courts located behind the apartment buildings that provide high levels of natural surveillance.

Houses have at least one space capable of being 3.3m in width. Each apartment parking court has a space with a clear access zone of 900mm.

Allocated parking is provided as follows:

- 1 bed apartments 1 hard standing space
- 2 bed houses / apartments 2 hard standing spaces
- 3 bed houses 2 hard standing spaces or 2 hard standing + 1 garage
- 4 bed houses 3 hard standing or 2 hard standing + 1 garage

Unallocated on street visitor parking spaces will be included to address any shortfall created by the requirement for fractions of spaces.

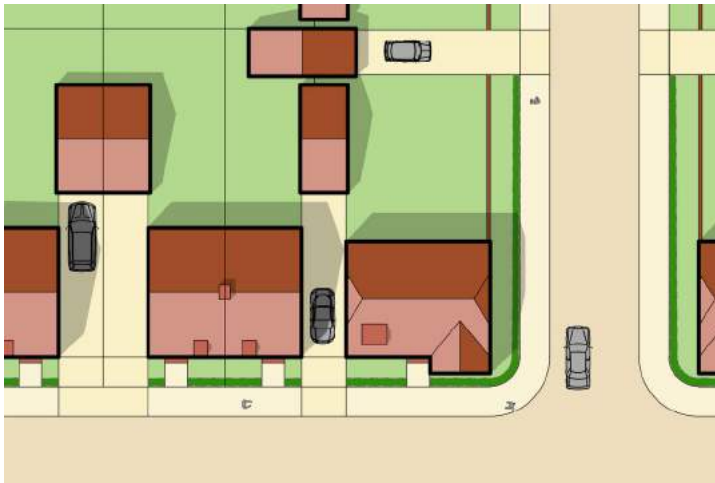


Fig 7. On plot parking for housing



Fig 8. On plot parking for apartments

4.5 Scale and massing

Building Heights

Fig 9 shows the proposed range of building heights.

Proposed building heights are predominantly 2 storeys with some 2 ½ storeys, and 3 storey apartment blocks introduced at key terminating vistas to provide variety and aid legibility. 3 storey apartment blocks are located centrally to the development to avoid imposing on existing development or creating overbearing features on the green belt.

Relationship to the surrounding area

A predominance of 2 storey semi-detached housing fronts West Road. Proposed 2 storey houses flanks and backs onto the existing to create perimeter block development providing a secure and well defined public realm / private realm interface and high levels of surveillance and security to streetscape and public realm space.

Proposed housing backs or flanks the majority of the school's boundaries to provide good definition and high levels of surveillance and security to the principle access route and central focal green and minimise areas of dead frontage.

4.0 Proposals



Key:
 up to 2.5 storey
 indicative opportunities for 3 storey



Fig 9. Building heights

Adjacent open space and the green belt in particular is fronted by a looser broken frontage comprising a predominance of 2 storey detached houses to create an appropriate response to this edge of town, countryside frontage.

Legibility

A series of focal landscaped spaces are proposed throughout the development. A landscaped green gateway to the development is visible from West Road and links to the countryside to the west. A central green is located in the heart of the development, approached through a narrowing in built form which terminates the vista before opening out to a landscaped green with children's play. Apartments provide marker buildings at the end of the central green before the built form closes to a tree lined principal street, again with the vista terminated by a 3 storey apartment building. A series of green links / squares connect

to the countryside and public rights of way creating a series of events, variety of public realm spaces and evolving vistas all of which help to provide unique character and encourage a cohesive community.

Views

A landscaped gateway to the development provides high quality frontage to West Road and allows views out to the open countryside to the west. Views from the open countryside have informed a looser, broken frontage with outward facing properties and landscaping, proposed to create a high quality new edge of town to Sawbridgeworth. As well as softening the impact of the development on the green belt, landscaped breaks in built form also provide spectacular views out over the adjacent countryside for new residents and existing residents enjoying the developments facilities.

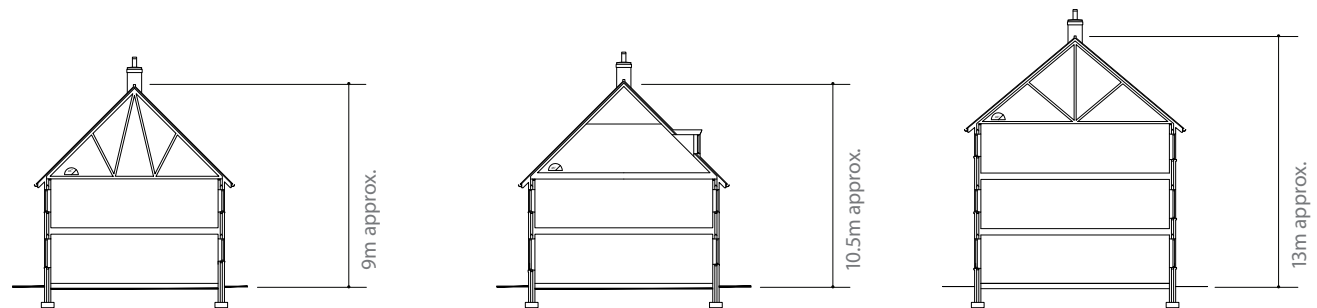


Fig 10. Indicative building heights

4.0 Proposals

4.6 Appearance and Character

The proposed development will provide higher and lower density, high quality housing in a diverse landscape setting. The appearance will be traditional detached and semi-detached forms in perimeter block development based on consensus urban design principles and objectives.

All of the buildings incorporate traditional forms with pitched roofs complementary to the surrounding development. The proposed aesthetic is a traditional vernacular style influenced by examples of mid to late 19th century houses and cottages which can be found within Sawbridgeworth.

A mixture of 2, 2½ and 3 storey buildings with varied eaves and ridge heights, dormer windows, chimneys, bays and balconies provide variety and visual interest to the streetscape.

Main entrances to dwellings front the public realm, providing attractive frontage. Dwarf walls / railings / planted front gardens will define defensible space between the public and private realms whilst contributing towards attractive streetscape.

A small considered palette of materials will create a cohesive development with variations focused on marker buildings at terminating vistas and gateways to add variety and aid legibility.



Fig 12. Indicative sketch of proposed access from West Road



Fig 11. Indicative sketch of part of the countryside edge viewed from the west

4.0 Proposals



Fig 13. Indicative sketch of the central green viewed from the south

4.0 Proposals

4.7 Landscape

Existing Landscape

The vast majority of the existing landscape features on the Site will be retained as part of development proposals. Located to the site boundaries, the mature trees and tree lines will be retained and will provide a landscape framework for the development.

Landscape Design Principles

Gateway Landscaping;

- Set development back from West Road to respect the character of the approach to Sawbridgeworth and provide an attractive setting for the new homes;
- Advanced stock tree planting at the development access and continued along the main spine road to create an attractive approach into the development;
- A new feature timber rail will create a defined boundary to the development.

Amenity Landscaping & Public Open Space (POS);

- A landscaped central green at the heart of the development incorporating focal tree planting, seating and children's play;
- Recreational footways within POS and new pedestrian links to the adjoining streets and houses;
- Ornamental tree and shrub planting to soften the built

development and provide an attractive streetscape;

- Wildflower meadows within the POS that create visual interest alongside seasonal bulb planting that will enhance biodiversity and habitat creation across the development.

New Green Belt Boundary & Tree Planting;

- New tree and hedgerow planting along the western boundary to create a new defensible boundary to the Green Belt and a soft development edge;
- New native hedgerow planting along the Public Right of Way to the north and the route of the bridleway to the southwest to respect the amenity of its users;
- Provide additional interest and structure to open space;
- Plant specimen trees to focal points within the POS and street scene;
- Plant street trees to create character and add legibility to the layout.

Recreation & Play;

- Create a play area for young children (LEAP) primarily up to the ages of 10 years old alongside a door step play area (LAP) for toddlers within the central 'village green';
- Create opportunities for natural play within play areas and POS through natural landscape features, such as boulders and earth mounds;

- Create a wide range of play opportunities across the site for able and less able children.

Drainage Summary

A Flood Risk Assessment and a Drainage Strategy have been prepared for land north of West Road. The site itself lies within Flood Zone 1 and is at low risk of flooding from rivers or the sea. The site is at low risk of flooding from all other sources. As such, it is considered that residential development at the site is appropriate in flood risk terms.

A surface water drainage strategy drawing has been produced which shows how surface water run-off from the development could be controlled and discharged to the adjacent watercourse. The surface water drainage strategy uses a combination of traditional piped drainage, underground attenuation, open attenuation and flow control devices to capture, treat and discharge the surface water run-off from the site. The open attenuation basins are located along the western boundary of the site and will be integrated into the wider landscaping strategy for the site, with appropriate planting.

Foul water from the development will discharge to the public foul sewer in West Road. TW has confirmed through pre-application discussions that there is no requirement to upgrade the off-site foul sewers.

4.0 Proposals



Fig 14. Illustrative images of the landscape features and children's play facilities



Fig 15. Proposed Landscape Strategy Plan tbi

5.0 Illustrative Concept Master Plan

The layout responds to its context through the careful consideration of building orientation and the arrangement of different building typologies in order to deliver a diverse, high quality and well connected development that is responsive, attractive and sensitive to its setting.

The form of residential layout is perimeter block providing good definition and high levels of surveillance and security to streetscape and public realm space whilst concealing the parked car behind building frontage to minimise its visual impact. The form of layout is organic generally, reflecting the shape of the site and constraints / requirements of the western green belt buffer and SuDS drainage. Towards the centre and east of the development the layout becomes more rectilinear in form in response to boundaries with existing development. This works in unison with the density strategy, strengthening the variation between the rural countryside edge and more urban core, providing a unique sense of place.

The school expansion is located predominantly to the north of the existing school site with a smaller area of expansion to the site's south west providing for additional car parking requirements and a new pedestrian and cycle access for the school.

The development fronts West Road, complementing the existing development grain to provide good definition and high levels of

surveillance and security to streetscape and public realm space where existing and proposed developments come together. A well defined focal green at the entrance to the site maintains views through to the open countryside, enhances the gateway to the development and responds to the sensitive green belt interface.

Housing fronting the open countryside to the west creates a high quality new edge of settlement to the town of Sawbridgeworth. A generous defensible green belt boundary, green links, lower density fragmented development, and variety of landscape treatments and depths all contribute towards this high quality development edge and provide spectacular views out over the adjacent countryside.

A central green with children's play and landscaped amenity open space is located at the heart of the development to provide a focal point which as well as serving the new and existing communities is also ideally located to in relation to Mandeville Primary School.

A series of green links, squares and north / south pedestrian and cycle links connect with public rights of way and improve permeability, in particular between Cambridge Road and Leventhorp School to the east and West Road and Mandeville Primary School to the south.

Existing trees and hedgerows have been retained.

The site is served by a Major Access taken from a junction with West Road dropping in stature to a Minor Access serving the developments centre north of the central green. Shared Surfaces serve less trafficked areas to encourage pedestrian and cyclist priority. The shared surface streets form a series of intimate groupings of housing with links to aid permeability.

A predominance of semi-detached houses and apartment blocks along the Minor Access and first stretch of shared surface gives the centre of the development a more urban character where as a greater number of detached houses gives a more suburban feel to the development edges, in particular to the west which works in conjunction with the landscape proposals to create a looser, broken countryside edge.

Apartments have been located to terminate key vistas and define gateways as one moves through the development. Apartments are located in close proximity to a wide variety of open amenity space and parking courts serving the apartments are located behind building frontage.

The creation of a unique and varied development in response to the site's existing opportunities and constraints give the development a unique character and aid community cohesion.

5.0 Illustrative Concept Master |

Perimeter block provides good definition and high levels of surveillance and security to streetscape and public realm space

Well defined public and private realm

Parked car concealed behind building frontage to minimise its visual impact

A range of accommodation including;

1 and 2 bed apartments

2, 3 and 4 bed housing

40% affordable distributed across the site

A predominance of detached housing, combined with proposed green links creates a lower density, fragmented edge to this important edge of town condition

A predominance of semidetached housing creates a medium density suburban core and interface with existing development

Apartments located as marker buildings terminate key vistas and define gateways

3 storey apartments located centrally avoid imposing on existing development or the green belt frontage (2-2.5 storeys is proposed for housing)

The proposals density and landscape strategies in conjunction with the street hierarchy help to achieve variety and aid legibility

Site wide density in the range of 34-40 dpha

Front gardens provide defensible space and opportunities for soft landscaping within streetscape. Deeper front gardens along the countryside frontage contribute to the countryside edge character

Bins / bike storage provided behind building frontage with direct access to street

Perimeter block compliments existing development; backing onto residential properties along West Road and Mandeville Primary School maximises surveillance and security / minimises dead frontage



Fig 16. Illustrative Concept Master Plan, MRA drwg SK02.4

Taylor Wimpey

CHALKS FARM, SAWBRIDGEWORTH (SAWB3)

Masterplan - June 2018





1. INTRODUCTION

Barratt David Wilson North Thames

Barratt David Wilson North Thames (BDWNT) has high aspirations for the development at Chalk's Farm and wishes to achieve a high quality sustainable residential neighbourhood at the edge of Sawbridgeworth that will contribute towards district wide housing needs. BDWNT has a long and proven track record in the inception and implementation of major development projects in the area, with award winning Saffron Gardens development in Sawbridgeworth being one of them.

Building for Life

Barratt Developments PLC is one of the few developers committed to assess all its schemes against Building for Life criteria to ensure delivery of quality places. Building for Life 12 is the industry standard assessment, endorsed by Government, for well-designed homes and neighbourhoods. The 12 questions reflect the vision of what new housing developments should be: attractive, functional and sustainable places. Redesigned in 2012, BfL12 is based on the new National Planning Policy Framework and the Government's commitment to build more homes, better homes and involve local communities in planning.

2. PLANNING CONTEXT

The Site benefits from an Allocation for residential development in the East Hertfordshire District Council Submission Local Plan, under Policy SAWB3.

The Policy, as amended by the 2018 Main Modifications, requires for the Site to accommodate at least 175 homes by 2022, and for a Masterplan to be "collaboratively prepared, involving Site promoters, landowners, East Herts Council, Hertfordshire County Council, Sawbridgeworth Town Council, and other key stakeholders". This document has been prepared to meet the needs of this Policy.

Policy SAWB3 also sets out a number of expectations for the Site, which BDW have been working to incorporate to proposals. These include policy compliant affordable housing, green infrastructure, local highways mitigation measures and sustainable transport measures including footpath connections.





3. THE SITE

Location of the Site

The Site is approximately 10 ha in size. The Site comprises arable field in a landscape that is generally open with little tree cover apart from hedgerow trees following the network of local roads and subdividing fields. It is located to the south of West Road and west of Coney Gree on the Western side of Sawbridgeworth, immediately adjoining the built up area of the town.

The Site currently lies outside the settlement boundary of Sawbridgeworth and is shown in the current Local Plan as lying within the open countryside and Green Belt. The town of Sawbridgeworth lies between Bishop's Stortford, (6.0 km to the north of The Site) and Harlow (5.0 km to the south of the Site).

The Site in Context

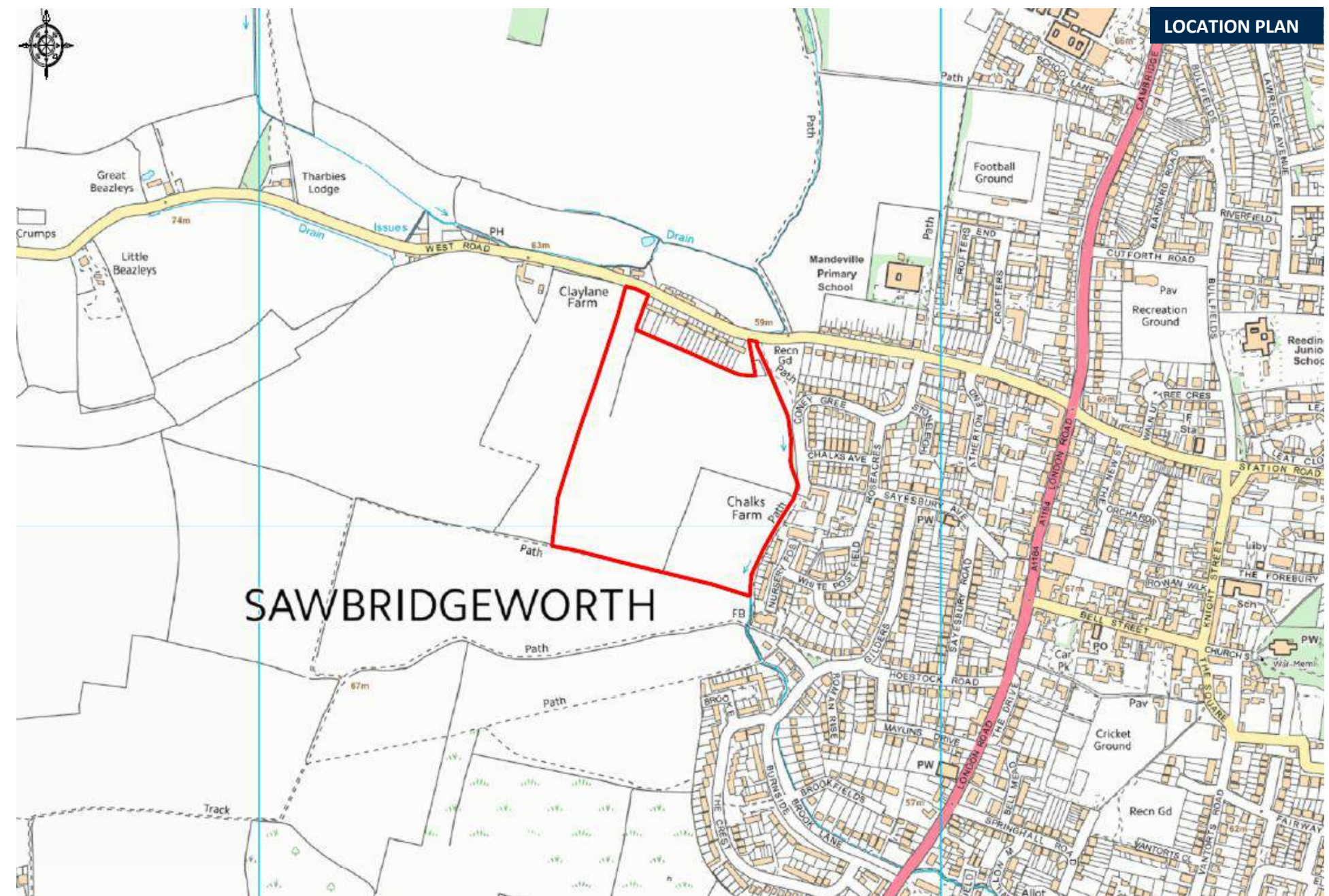
The Site's location close to a comprehensive and wide-reaching network of road, pedestrian and public transport links gives it excellent accessibility.

The footpath to the northern boundary links the site to the Mandeville Primary School and nursery and to the A1184 London Road and the town centre.

The Leventhorpe Academy School and Leisure Centre is within 1.2 km and can be accessed using footways along West Road and Cambridge Road.

The eastern footpath provides links to the residential areas immediately to the east of the Site to also link to the town centre and provide connectivity to local services and facilities including Vantorts Park and the Bullfields Centre.

There are bus stops within a 5 minute walk from the Site boundaries. The main bus services at high frequency link to Bishops Stortford and Harlow and Stansted airport. Sawbridgeworth railway station is also within a 20 minute walk, with regular services to London Liverpool Street, Harlow and Cambridge.





4. CONSTRAINTS AND OPPORTUNITIES

Landscape

There is an excellent opportunity to improve and enhance the built up edge of Sawbridgeworth through the provision of areas of new structural planting and open space, including the retention of the existing hedgerow and trees, within the Site minimising the effects of development for housing on the locality and the wider landscape.

Views towards the Site can be obtained from a limited number of vantage points in the immediate vicinity; and in some middle distance views to the west, north and south west. Near distance views are obtained from short sections of public footpaths and roads in close proximity where partial and glimpsed views are possible through and/or over the boundary vegetation as shown on the Landscape Constraints and Opportunities Plan. With careful consideration given to height, form, density, scale, layout and landscaping, the visual impact of the development will be minimised.

Flood Risk and Drainage

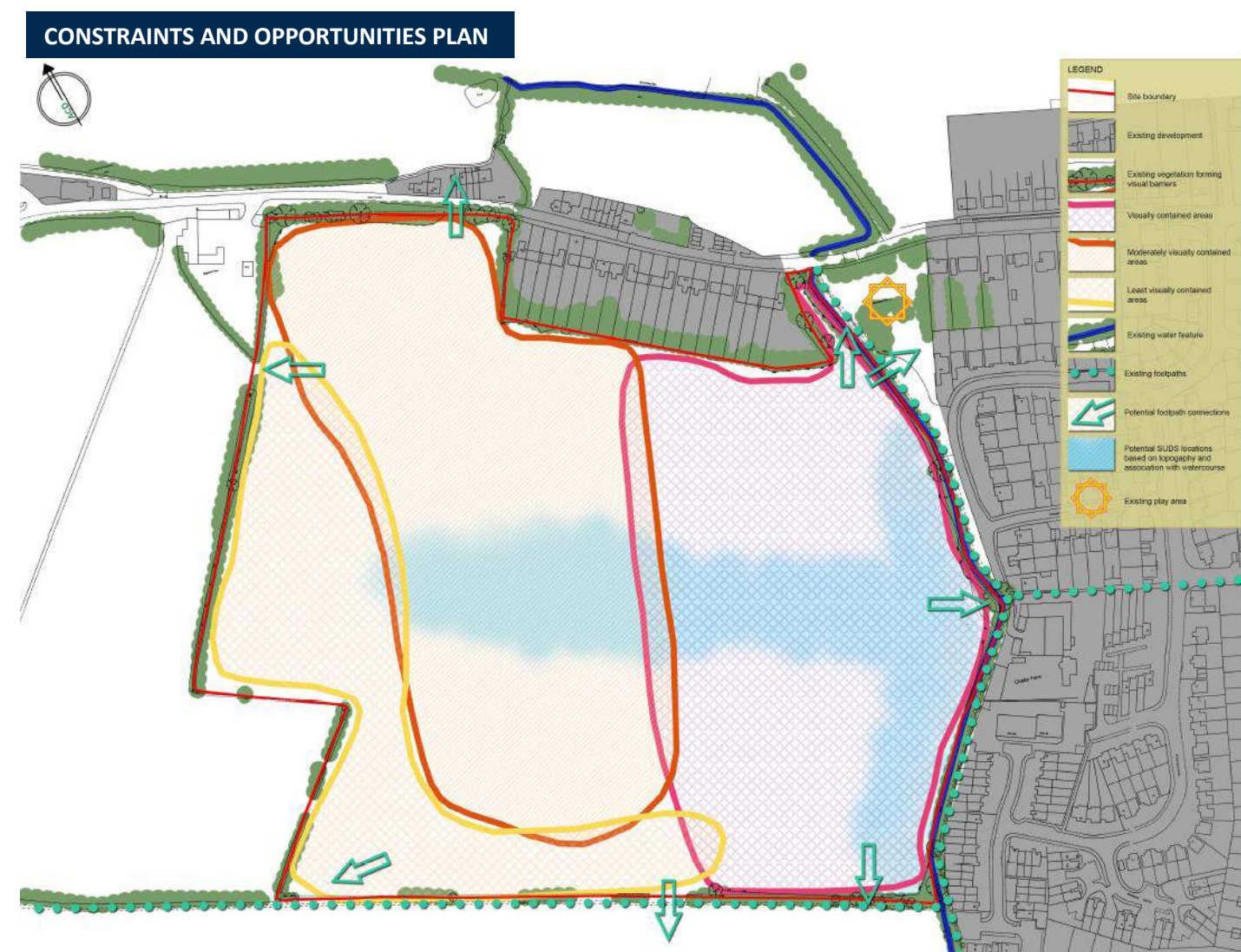
It is necessary to ensure that any development is outside of the Flood Risk Area at the south east corner of the site. Due to ground conditions on the Site, surface water attenuation in the form of Sustainable Drainage Systems (SuDS) such as ponds, swales, permeable paving and below ground systems will be required. These systems have the potential to increase the biodiversity value of the site through the provision of natural habitats. By utilising SuDS and limiting surface water discharge the proposed development will not increase flood risk to the surrounding area.

The site can be served by the existing public foul drainage network through reinforcement where necessary and utilising water efficient components within the new development homes. All other services are available locally enabling connections to the public water supply, gas, electric and telecommunication services with minimal network reinforcement required.

Ecology

The Site is comprised of managed arable land of low ecological value. Habitats of significance are restricted to the boundaries of Site (hedgerows and Sawbridgeworth Brook). These boundary habitats are of value to several protected species/Biodiversity Action Plan species, as well as being of general biodiversity value themselves. Any impact upon these ecologically valuable features will be mitigated through design to ensure that valuable features are retained and protected.

Providing boundary planting will enhance the biodiversity value of these habitats, as well as create new ecologically valuable habitats on Site (woodland and woodland edge) benefitting protected species such as bats. It is considered that implementing these enhancements will result in a positive increase to the biodiversity value of the Site as a whole.



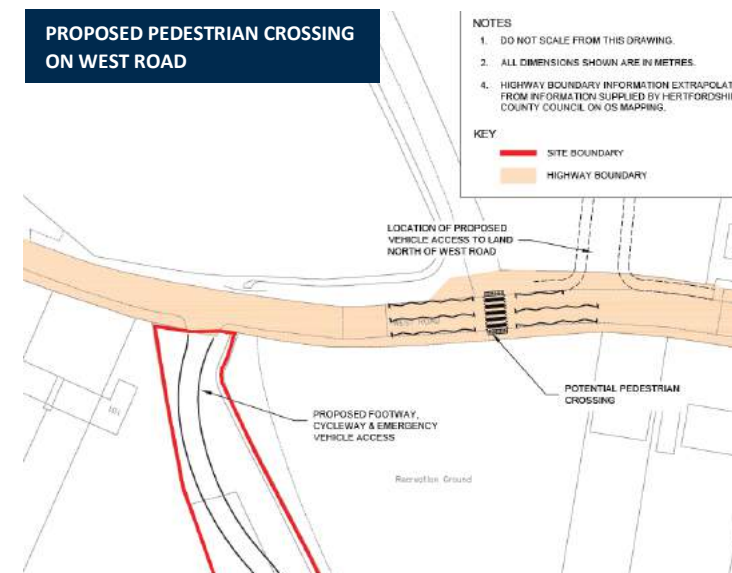
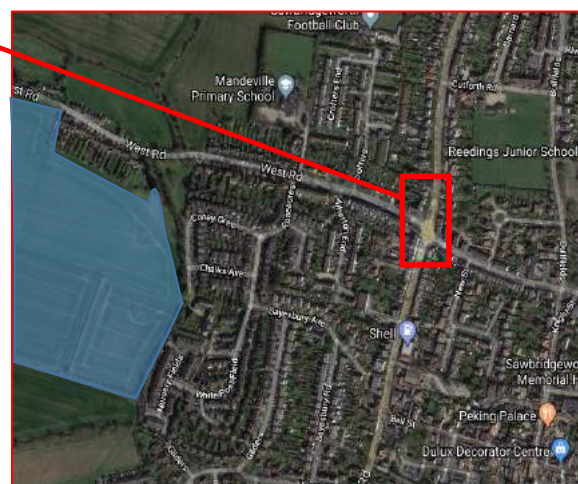
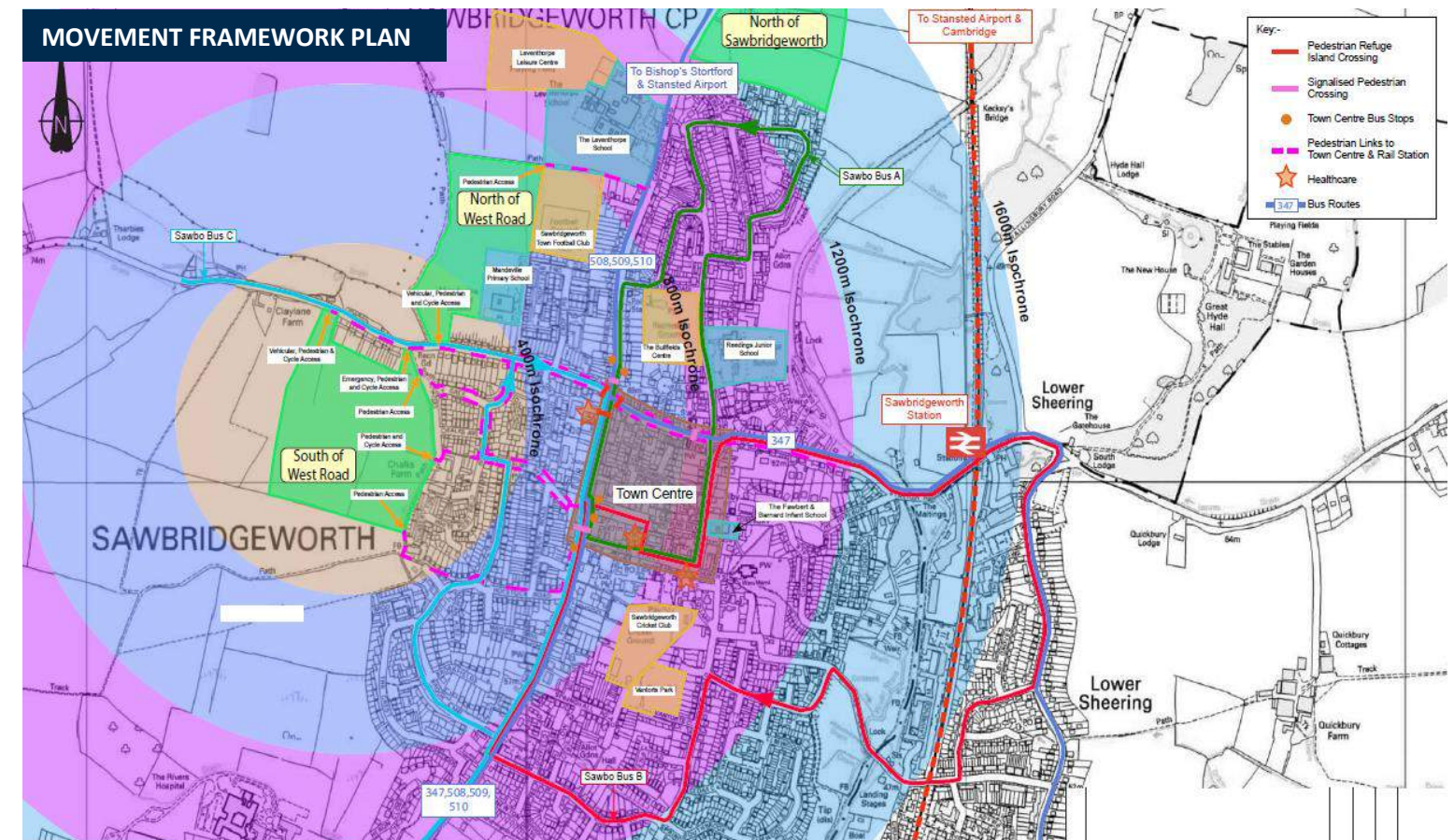


4. CONSTRAINTS AND OPPORTUNITIES

Accessibility

The Site is in a sustainable location with facilities and services in Sawbridgeworth within walking and cycling distance of the site, including schools, healthcare and the town centre as shown on the supporting Movement Framework Plan. The Site has good connectivity to the existing footway network. As well as footways alongside a vehicular site access at West Road, there are three points of pedestrian connection along the eastern boundary to West Road, Coney Gree and Gilders, all of which provide direct routes of just five minutes walk to London Road. The internal layout of the site will be designed to maximise the permeability of the site for pedestrian and cycle movement within the site and into the locality.

The Site has access to the high frequency bus corridor of London Road with direct services south to Harlow and north to Bishop's Stortford and Stansted Airport. West Road also benefits from being located on the 'Sawbobus' network. Frequent rail services are available from Sawbridgeworth station, which is a 20 minute walk or less than a 10 minute cycle ride from the site.



Proposed Access and Car Parking - The principle and location of a Site access onto West Road have been agreed with Hertfordshire County Council. The scheme will comply with the Council's car parking standards.

Offsite Improvement Works - As part of the proposals, and in accordance with the proposed Policy SAWB3, it is acknowledged that improvements are necessary to the double mini-roundabout junction in the centre of Sawbridgeworth where West Road meets the A1184 London Road. The works to improve this junction, as illustrated on Plan Ref 12-039-SK-01-C, have been agreed in principle with Hertfordshire County Council.

It is also proposed to provide a new pedestrian crossing across West Road to allow safe access to Mandeville Primary School.



5. OUR VISION

Based on the assessment of the Site's constraints and opportunities summarised briefly in this document, BDW are able to present a vision for the residential development at Chalks Farm as a new, vibrant, attractive neighbourhood at the edge of Sawbridgeworth. The key aims for the new neighbourhood will be:

- To provide a landscape led development with rich and varied network of green open spaces and linear parks that will incorporated and augment important landscape features.
- To deliver much needed housing for the district and for Sawbridgeworth.
- To promote objectives of sustainable development through layout and design.
- To create an attractive, high quality development with a great sense of place and identity.
- To create a neighbourhood that builds upon and enhances the character of Sawbridgeworth.
- To provide a safe and secure environment for all.
- To provide a development that is well connected, readily understood and easily navigated.
- To create an environment that prioritises pedestrians and cyclists.
- To provide a range of dwelling sizes, types and mix of tenure that will offer a choice of lifestyle accessible and acceptable to all.
- To enhance and improve biodiversity and provide wildlife corridors.
- To create an attractive interface with the open countryside.
- To remediate development patterns and create plenty of links and connections to the surrounding neighbourhoods.
- To achieve a sustainable water drainage system with swales and ponds that will enhance the quality of the landscape.
- To create opportunities for recreation, play and allotments for the development and the wider community.





5. OUR VISION

Landscape Led Development

A key part of the vision will be to improve and enhance the built up edge of Sawbridgeworth through the strategic use of effective landscaping and the creation of public open space. The strategy is illustrated on the accompanying Proposed Landscape Strategy. It includes the following:

- The retention of existing boundary hedgerows and trees to minimise the effects of developing the Site.
- The introduction of significant new belts of structural planting and landscape 'buffers' along the western and southern boundaries of the Site to provide a visual screen.
- Play areas for toddlers and young children within the scheme.
- Recreational and allotment space for the benefit of the Sawbridgeworth community.
- Pedestrian links around and through the development, to form a 'green infrastructure' network, as well as providing links to the wider public footpath network.
- The landscaping to maintain and support the wildlife habitat and diversity of the area.
- Open space and landscape planting along the eastern boundary (adjoining the Sawbridgeworth Brook) to incorporate flood attenuation features as well as additional pedestrian/cycleway routes.
- The provision of a comprehensive landscape scheme, including open space areas, landscaping within the housing areas and adjoining the access roads to create an attractive and pleasant environment for the new residents.





6. OUR PROPOSAL

The development proposals comprise:

Around 200 David Wilson homes to include 40% affordable housing

An interconnected network of green open spaces incorporating parkland, greens, open space and a buffer zone around the boundary

Play areas

Allotments

Recreation facilities

Pedestrian, cycle and vehicle routes

Parking

Drainage works (including sustainable ground and surface water attenuation)

Access from West Road

Secondary access to West Road

Pedestrian links to the eastern edge of Sawbridgeworth

Pedestrian link to Mandeville Primary School

7. CONCLUSION

This Masterplan presents proposals as to how the Site could be delivered to meet the requirements of the East Herts District Plan.

The vision for the land at Chalks Farm aims to create an aspirational and sustainable place for living and create a new neighbourhood at the edge of Sawbridgeworth whilst respecting the existing character of the Site.

Using a landscape led design and high quality architecture, along with new community assets, the Site provides an opportunity to support the existing community whilst assisting the Council to meet its Local Plan housing requirements.



EAST HERTS COUNCIL

EXECUTIVE - 17 JULY 2018

REPORT BY EXECUTIVE MEMBER FOR HEALTH AND WELLBEING

PROPOSED CAPITAL DEVELOPMENT OF HERTFORD THEATRE

WARD(S) AFFECTED: Hertford Wards

Purpose/Summary of Report

- To provide an overview of a proposed Capital Development of Hertford Theatre which will improve the vibrancy of the town by enhancing access and opportunity for all by delivering first-release film, increasing capacity, creating access to Castle Gardens via the Motte and improving the public realm surrounding the Hertford Theatre site.
- To outline the options considered by Overview and Scrutiny Committee for both 'Cinema Only' and 'Growth and Legacy'.
- To highlight the key areas of risk for the Council

RECOMMENDATIONS FOR EXECUTIVE: That the Executive:

(A)	Considers and receives the views of Overview and Scrutiny Committee as described in paragraph 13;
(B)	Determines the preferred option for investment and Development Hertford Theatre expansion as either: a) Cinema only b) Growth and Legacy and refers the decision for funding approval to Council; and

(C)	Agrees that following the request from the Overview and Scrutiny Committee, that Member involvement and engagement will increase as the project develops.
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1.0 Background

- 1.1 Hertford Theatre is central to the cultural and economic life of Hertford, the district of East Hertfordshire and the people who live there.
- 1.2 The theatre currently comprises of a main auditorium with a maximum capacity of 408, a studio with a capacity of 60, a meeting room with a capacity of 40, open plan gallery, café and box office area. The building hosts a variety of events throughout the year in all spaces, with a balanced mix of professional live programme, cinema, live broadcast and community/non-professional activity.
- 1.3 In 2016, an Independent Cinema Organisation (ICO) report was commissioned by East Herts Council to test the commercial viability of a first-release cinema (screening on general release) in Hertford.
- 1.4 There are no other cinemas in Hertford, Ware and the immediate surrounds. The nearest dedicated multiplex facilities are in Hatfield (9 miles) and Harlow (11 miles). The nearest independent cinema is in Welwyn Garden City (8 miles).
- 1.5 The report concluded that Hertford could sustain a 3-4 screen full-time cinema. "Hertford has the potential to generate 138-145K admissions. This is sufficient to sustain a 3-4 screen cinema." (ICO Report June 2106)
- 1.6 The report advises against a multiplex model: "Hertford does not represent a clear opportunity for a commercial multiplex

operator but is more suited to a successful business model based on a smaller number of screens.” (ICO report June 2016)

- 1.7 In order to assess how 3-4 new, full-time screens could be facilitated by Hertford Theatre, consultants were commissioned to assess all aspects the theatre’s current provision, test the viability of an enhanced cinema offer and develop an Outline Business Case for the development of the Hertford Theatre site and its cultural offer focusing on the following parts of business operation:
 - 1.7.1 **Cinema:** Hertford Theatre cinema screen with its capacity of 408 seats is one of the largest single screen independent cinemas in the UK. The screenings take place in the same auditorium that houses the live event offer and can only screen films on ‘second release’, approximately 6-8 weeks after initial release to the public. Developing this aspect of the offer will increase the number and range of our cinema audiences, increasing revenue and encouraging an enhanced level of arts engagement across the entire offer; particularly amongst those currently hard-to-reach audience groups of 12-24yrs olds. Similarly, the theatre can enhance its current film programme and broadcast live screenings from e.g. National Theatre (NT), Royal Shakespeare Company (RSC), Globe, Royal Ballet and Royal Opera House (ROH) to further increase the high levels of engagement with the 55+yr demographic.
 - 1.7.2 **Main Auditorium:** Currently there is no wheelchair access to the stage, backstage and dressing room areas. Improvements to enable full access for all, an increase in capacity from 408 to 500-550 alongside the easing of programming commitments for films screened in the main auditorium will enable Hertford Theatre to programme a broader range of live work including drama, comedy, music, dance and to increase its programme of broadcast live and encore events.
 - 1.7.3 **The Studio:** Hertford Theatre currently deliver a curated programme of small-scale work in the Dance Studio (60

capacity) and frequently sell out work for children and their families in this setting. It is also utilised by a range of local arts businesses as a hired space. An improved studio offer would enable Hertford Theatre to build on its small-scale programme, continue to support local arts businesses, enhance its artist development programme as well as enabling access to professional facilities for those who cannot meet the scale and costs of delivering work into the main auditorium.

- 1.7.4 **Café/bar:** Hertford Theatre currently enjoys a modest in-house café/bar offer which scales up and down according to business/programming need. The River Room represents an area of the building that could be more effectively utilised as the location for an enhanced Food and Beverage offer to support an increased number of attendees for events and create access to some of the most appealing vistas in Hertford along the River Lea for all. Access to such an offer would not be dependent on entering the theatre itself but rather via an independent entrance.
- 1.7.5 **Motte and the Castle Gardens Connection:** A covered 12th Century Motte stands adjacent to the theatre and it is anticipated that the heritage potential of this site will be released as part of the capital development. There is scope for a synergy of service between the theatre and the park offering a café facility that serves customers to the theatre and the park with the Motte acting as a gateway to the park and vice versa.
- 1.8 Pre-app planning discussions have been held and the proposals are supported in principle, given the positive cultural and economic impact they would have in the town. Given its central and highly visible location and relationship with the setting of the historic Grade 1 listed Castle (scheduled ancient monument) and the wider Conservation Area, planning officers have stressed the need for high quality architectural additions to the building and sensitivity with regard to signage. There will also be a need to ensure that issues relating to flood

risk (adjacent to the river) and the specific adjacent historic feature (the Motte – involving Historic England) are dealt with carefully. Planners have suggested the use of independent critique of the proposals and full consultation in the town to gauge public support.

1.9 Planners have been encouraging around the proposed improvements to the public realm surrounding the theatre.

2.0 Report

2.1 The Council engaged a consortium of consultants comprising Barker Langham (Business consultants), Carmody Groake (Architects), Charcoal Blue (Theatre consultants), Turpin Smale (Food and Beverage consultants), Core 5 (Cost consultants) and Buro Four (Project Managers). The brief included providing an Outline Business Case that seeks to:

- Improve access and opportunity to engage with the arts offer at Hertford Theatre. Further increasing audience and participation numbers by enabling access for untapped audience groups including under-represented and hard to reach groups and adding to the vibrancy and offer of the Town Centre.
- Contribute meaningfully to the Council's Health and Well-being strategy.
- Contribute to the Council's Corporate Strategic Plan to "Enhance the quality of people's lives and improve the Health and Well-being of our communities."
- Reduce where possible, the operational subsidy provided by the Council, with the ambition that, over time, the theatre could function with nil subsidy to the council.

2.2 **Situations Analysis**

The initial step in creating the Outline Business Case was the compilation of a Situations Analysis. This document articulates

the current position of the theatre. The following categories were addressed:

2.2.1 *Strategic Context:* key findings and summary recommendations:

- The UK cinema and theatre landscape is changing due to reduced availability of public funds, encouraging organisations to diversify their income sources creatively.
- Cinema and Live Broadcast are a key component in a mixed economy for cultural venues.
- To avoid becoming obsolete, UK cinemas and theatres need to constantly strive to provide an appealing offer for younger audiences.
- Hertford Town is undergoing an urban transformation. This will benefit the towns' cultural assets including Hertford Theatre, which should build on this developing momentum to redefine itself and its offer.

2.2.2 *Physical Context* – key findings and summary recommendations:

- Hertford Theatre has a key, central position in Hertford Town, which is recognised in the 2016 Hertford Town Centre Urban Design Framework.
- The theatre can play a vital role in connecting the town to the River Lea and Castle Gardens and benefit the townscape if the public realm around the building is improved.
- In conjunction with emerging plans for Tate Plus gallery in the Old McMullens Building and the expansion plans at Courtyard Arts, the development proposals at Hertford Theatre give weight to the developing concept of a cultural quarter in the town.
- Interior spaces could be improved to increase capacity and functionality and take full advantage of the attractive setting.

2.2.3 *Market Assessment-* key findings and summary recommendations:

- East Herts is within the recognised 20% of least deprived districts in England.
- Hertford has a distinct demographic profile within East Herts with a younger, more affluent and better-qualified population.
- 15-24 year olds (traditionally the largest market share of UK cinema goers at 30%) currently represent 10% of Hertford Theatre's audiences drawn from within a four mile catchment area. This represents an area of growth for Hertford Theatre.
- 45-54 year olds and 55+ year olds (the smallest cinema segment of UK cinema going audiences) represent 44% of Hertford Theatre's audiences drawn from within a four mile catchment area. These audiences need to be nurtured and further developed.
- Cinemas in towns and city centres are benefitting from above average growth.
- Cinemas in town and city centres have an average of just above 4 screens.
- An increase in ticket price does not necessarily mean a drop in attendance figures.

2.2.4 *Current Performance* –key findings and summary recommendations:

Admissions

- Hertford Theatre has successfully attracted more visitors for events of all types each year for the last four years.
- In 2016/17 footfall exceeded 180,000 visits
- Take up for the Christmas show and live events is 80% (well above the Arts Council England threshold of success of 50%)

- Take up for the cinema is 23% (a consequence of second release programme and being one of the largest single screen independent cinemas in the UK.) The national average is 25%
- Ticket prices for live event and cinema are below regional average and could be increased to meet an improved live and first-release cinema programme.
- To fulfil distributor obligations for first release film the cinema will need to function 7 days per week, 364 days per annum.
- The current operating subsidy is approximately £250k

Catering and MICE (Meetings, Conferences and Events)

- 40% of all customers buy food and beverages.
- the average catering spend per head is £3.29 (of the 40%).
- Current occupancy for MICE events in the Main auditorium 80-100%
- Current occupancy for MICE events in the Studio 62%
- Current occupancy for MICE events River Room 41%
- MICE generated 25% of total revenue on 2016/17 excluding event catering.
- Current pricing structures are aligned with the market
- Move to a 7 day operation
- Target of 60-75 covers offering a strong café/bar Food and Beverage offer (not a restaurant)
- Scope to separate bar from café and opening up the riverside aspect to café and/or bar use.
- A shared market potential between visitors to Castle Gardens, park users and theatre-goers.

2.2.5 *Benchmarking/Comparators* – key findings and summary recommendations:

- Access to first release cinema offer is currently an issue for Hertford residents.

- Potential audiences of c.120,000 based on Hertford Theatre's catchment analysis and comparator market penetration.
- An improved first/current release film offer will support this increase in attendance; targeting the 15-24 year old age group.
- Strong, dynamic branding of aspirational comparator venues encourage social and political engagement for their audiences which draws in a younger demographic.
- Create an offer for the local community to provide participation in affordable cultural events and celebrate local heritage

3.0 **Market Summary**

- 3.1 There are nine cinemas operating within a half hour drive of Hertford Theatre. None of which are readily accessible to Hertford residents. There nearest arts centre offer is Campus West in Welwyn Garden City; a 20 minute journey by car or 35 minutes by public transport. The nearest multiplex offer is Edinburgh Way, Harlow; a 25 minute journey by car or 45 minutes by public transport.
- 3.2 The local average cinema ticket is priced at £9.09 for adults and £7.22 for children, which is £0.86 higher than the national average and £2.86 higher than the current average at Hertford Theatre. This price difference is due to Hertford Theatre's current restrictions on only being able to screen second release films.
- 3.3 There are seventeen theatres operating within an hour drive of Hertford Theatre. The average theatre ticket among comparators is priced at £16.66 for adults and £11.74 for children, which is £1.24 higher than the average ticket price at Hertford Theatre.
- 3.4 An analysis of Hertford Theatre ticket sales over the past three years shows that c.50% of the tickets were purchased by

residents neighbouring Hertford Theatre; highlighting that a high-quality offer attracts a strong local audience despite the high number of local theatre comparators.

3.5 Studios in comparator theatres tend to accommodate between 75 and 125 people. Based on comparator analysis as well as an assessment of Hertford Theatre's current capacity levels, it is suggested that the studio should not exceed 150 seats. The specific benefits of smaller studio space are:

- Improved cost-effective programming of small-scale work to target new and hard to reach audiences.
- Smaller, hireable space for organisations unable to hire the Main Auditorium.
- Improved physical capacity to support a programme of Outreach and Education.
- Improved physical capacity to build on the programme of new artist development and support.

3.6 It is estimated that Hertford Theatre could reach an annual audience of c.120,000 cinema visitors with an improved offer including 1st release film screenings and better catering facilities. The initial audience number projections have been validated using two methods (Catchment area analysis and Market Penetration Rate Analysis)

3.7 Catchment area analysis

Business consultants, Barker Langham used geographical population data and drive-time data to establish a potential catchment area for Hertford Theatre. The four potential catchment areas are listed below:

- Hertford population (Census 2011)
- Eight-minute drive time catchment area
- Four-mile driving distance catchment area
- East Hertfordshire population

3.7.1 Hertford population

The population of Hertford is 26,783 according to the 2011 UK Census. Multiplying Hertford's population with the average cinema visits per person across the UK and East of England in 2016 (2.75) produces an estimated annual admission of 73,653 for Hertford Theatre.

3.7.2 Eight-minute drive time catchment area

The catchment population based on an eight-minute drive time from Hertford Theatre is 48,211. Multiplying this catchment population with the average cinema visits per person across the UK and East of England in 2016 (2.75) produces an estimated annual admission of 132,580.

3.7.3 Four-mile driving distance catchment area

The catchment population based on a four-mile driving distance from Hertford Theatre is 58,480. Multiplying this catchment population with the average cinema visits per person across the UK and East of England in 2016 (2.75) produces an estimated annual admission of 160,820.

3.7.4 Population of East Hertfordshire

The population of East Hertfordshire is 146,300 (mid-2016 estimate). Multiplying the population of East Hertfordshire with the average cinema visits per person across the UK and East of England in 2016 (2.75) produces an estimated annual admission of 402,325.

3.7.5 Conclusion of Catchment Area Analysis

The average of the above methodologies to estimate a potential cinema audience for Hertford Theatre generates c.190,000 admissions per year as outlined in the table below.

Methodology/ Catchment population/ Estimated cinema going population

Hertford population	26,783	73,653
Eight minutes' drive time	48,211	132,580
Four miles drive time	58,480	160,820
East Herts population	146,300	402,325

3.7.6 A geographical analysis of cinema tickets sold at Hertford Theatre over the last three years shows that 76% of all cinema tickets was purchased by local residents. This trend is recognised when averaging the Hertford population, eight minutes and four minutes' drive time to give a moderated result of c.122,000 cinema visits.

3.7.7 A 2016 study by the Independent Cinema Organisation suggested ticket sales of 140,000 based on their market assessment.

3.8 Market Penetration Rate Analysis

3.8.1 The Broadway Cinema and Theatre is located in Letchworth, Hertfordshire. As an independently run cinema/theatre with four screens ranging from 47 to 413 seats and attracting c. 140,000 visitors per year, it is a comparator for Hertford Theatre. Applying its market penetration rate to the eight-minute drive time catchment population of Hertford Theatre produces an annual visitation of around 116,000 people.

3.8.2 The estimate of potential cinema audience numbers using a catchment area methodology provides the high-end benchmark of c. 122,000 cinema visits. The estimate of potential cinema audience using market penetration rate methodology provides the low-end benchmark of c. 116,000 cinema visits.

3.8.3 A robust average of catchment area and market penetration analysis generates 119,000 cinema visits in Year 1. However, if the offer is improved with more first release film screenings

and better catering facilities, Hertford Theatre will be able to attract more visits from 15-24 year olds so it is estimated that the new Hertford Theatre cinema could reach an annual audience of c.120,000 visitors.

3.9 Opening Hours

Hertford Theatre is currently open to public from 9am to 11pm, Tuesday to Sunday. The project will increase visitation throughout the year, and a more diverse offer with new cinema screens will turn the Theatre into a destination all year round. In order to fulfil distributor commitments for first release film, it is necessary that the opening hours of Hertford Theatre be extended to the following:

- Hours from 9am to 11pm
- Open 7 days a week (5 days a week for classes)
- Operating 52 weeks of the year except Christmas Day

4.0 Business Options

4.1 In response to the Situations Analysis a number of Options were considered and scored in a participatory workshop with the Hertford Theatre team, senior staff and stakeholders from the Council. This process tested five key options:

- Option 1: Baseline 2016/17 Do Nothing
- Option 2: Cinema Only
- Option 3: Cinema Plus
- Option 4: Enhancing the Core
- Option 5: Growth and Legacy

These options were scored against the following criteria:

	Viability of the Business Plan	Promotes Wider Social & Economic Development	Contributes to all 3 Council Priorities	Increase in Footfall & Participation	Develops a Cultural Hub / Adds to the Cultural Quarter of Hertford	Community Space & Meaning of Hertford Town and its Assets
	30%	20%	15%	15%	10%	10%
	Reduction in subsidy from the Council /generate surplus Capital investment including interest can be paid back by x number of years.	Opens up Theatre to attract external funding to promote activities for "hard to reach" groups including the delivery of community, education and outreach programmes Positions the Council in developing wider Partnership working in relation arts, culture and Theatre.	Improving health and well being Enhancing the quality of people's lives Enabling a flourishing local economy	Future proofs the asset for increased demand from population/housing growth /meets the needs of the evolving market Delivers first release cinema Enhanced quality of service	Promotes the heritage/ conservation of the area Connects park/leisure, theatre and the town Promotes a contemporary image for the theatre which attracts visitors Adds vibrancy to the area and contributes to the night time economy	Offers something for all sectors of the community Meaningful space for the community to congregate together or individually whilst respecting the landscape, nature and sensitivity to the wider context of what Hertford Town means to its community.
Option1	0	1	1	1	0	1.5
Option2	1.5	1	1	3	1	2
Option3	3	2	2	3	1	1.5
Option4	4	4	4	4	3.5	3.5
Option5	4.5	4.5	4.5	4.5	4.5	4.5

4.2 Based on the criteria set out the favourable option is option 5.

The below table demonstrates:

- An overview of works
- the impact on Hertford Theatre's visitor numbers
- bottom line
- resulting score multiplied by the weighting for each option.

Option	Implication	% Score
Option 1: Baseline 2016/17	<ul style="list-style-type: none"> No improvement to the offer, building or surroundings Visitor numbers will plateau and eventually start dropping Existing audience will prefer traveling to other cinemas and theatres for a more attractive commercial offer and better entertainment The building will start looking tired and need major refurbishment and investment 	13.0%

Option 2: Cinema Only	<ul style="list-style-type: none"> • Light touch improvements to the auditorium entrance including new lobbies to improve sound break-out and addition of new welcome / ticket desk • No improvement to catering and private hire offer or surroundings • Rooftop extension to accommodate 3 x new cinema screens equalling to 124 seats in total • Further acoustic improvements to the main auditorium where required • New fixed seating layout to the main auditorium • Audiences might still prefer traveling to other cinemas and theatres for a more attractive commercial offer and better entertainment • The building will start looking tired and need major refurbishment and investment • The building won't comply with the Equality Act 	31.0%
Option 3: Cinema Plus	<ul style="list-style-type: none"> • Light touch improvements to the auditorium entrance including new lobbies to improve sound break-out and addition of new welcome / ticket desk • Reconfigured office and backstage spaces • Improved accessibility in-line with the Equality Act including new back-stage door with accessible ramps leading to changing and rehearsal spaces – possibly allowing larger shows • Limited opportunity to increase the attractiveness of MICE [meetings, incentives, conferences and exhibitions] and catering offer through commercialisation and cosmetic improvement • The improvements will bolster the place of Hertford Theatre within the Hertford community but won't be sufficient to support the creation of a strong identity and brand – therefore won't attract a critical mass to the Theatre 	46.0%
Option 4: Enhancing the Core	<ul style="list-style-type: none"> • Improved landscaping on approach / to the north to offer a more intuitive wayfinding route • Creation of a new entrance canopy (or similar) to form a new and clear identity for the Theatre • Reconfigured entrance foyer to ensure better connectivity between spaces • New riverside café / bar to provide an enhanced catering and MICE offer for specific events • Flexible Studio space with 150 people capacity as a dedicated venue for private hire, hosting various classes and community events • Acoustic improvements to the main Auditorium and increased capacity with a total of 500 seats • Enlarged performance and backstage area will allow larger shows • Rooftop extension to accommodate 3 x new cinema screens equalling to 200 seats in total • Reconfigured backstage and office spaces • Improved accessibility in-line with the Equality Act including new back-stage door with accessible ramps leading to changing and rehearsal spaces 	78.0%
Option 5: Growth and Legacy	<ul style="list-style-type: none"> • Same as Enhancing the Core plus: • New and improved landscaping with the addition of boardwalk link to the Motte / Castle – promoting better connectivity within Hertford Town and placing Hertford Theatre at the heart of it • Improved connections to the main town, resulting in additional footfall to Hertford Theatre and increased use of its catering and MICE offer • Enhanced Main Auditorium to accommodate 550 seats with an additional high-level balcony – taking Hertford Theatre to the next level in terms of scale of programming and appeal to bigger production companies • Step change for Hertford Theatre as the proposed internal and external improvements will help re-brand it to create a fresh new identity that complements the proposed quality of offer 	90.0%

* excl. café and bar customers

4.3 Costings:

The headline capital costs for each of these costs are (costs do not include the cost of borrowing):

Option	Capital Cost	Net operational (subsidy) surplus Yr1	Net operational (subsidy) surplus Yr 5
1	n/a	(£250k)	(£260k)
2	£4.3m	(£26k)	(£27k)
3	£9.5m	£12k	£15k
4	£12.8	£189k	£205k
5	£13.5	£238k	£239k

4.3.1 All expenditure included central establishment costs of approx. £150k. At the options appraisal workshop it was agreed that option 2 (Cinema Only) and option 5 (Growth and Legacy) should be explored further to outline business stage. It was felt that the Cinema Only option was the new benchmark for the Growth and Legacy option and that these two options could provide the return on investment appropriate to the level in capital investment i.e. the facility mix difference in option 2 and 3 are not vastly dissimilar, however the cost difference is significant. Similarly, the broader benefits of having all aspects of the public realm revitalised and re-envisioned in Option 5 and the impact that this would have in book-ending the current developments in Bircherley Green for the emerging vision for Hertford's urban realm represented good value when set against the capital expenditure. Overall, the two options provided us with two possible ends of the spectrum.

4.3.2 It would be possible to work up all the options in detail. However, following the Options workshop and its outcome; it was felt that this would not be practical without guidance from members. As a baseline the "Do nothing Model" proposes that the operating subsidy in year 5 increase to £260k from £250k in year 1.

5.0 OPTION 2 Cinema Only

5.1 The Cinema Only Option represents the impact of introducing first-release film delivery into Hertford Theatre. The recommended alterations to the site in option 2 are summarised below, figure 1 and 2 illustrate the floor plans to reflect these alterations:

- Roof-top extension to accommodate 3 x new cinema screens equalling to 124 seats in total
- Light touch improvements to the Main Auditorium entrance including new lobbies to improve sound-proofing between main Auditorium and Foyer to enable the simultaneous delivery of events in both areas.
- The addition of a new composite bar and box office area.
- Acoustic improvements to Main Auditorium.
- Improved seating to Main Auditorium to ensure consistency of experience across all auditoria.
- No improvement to MICE offer or public realm.

Figure 1: Cinema Only Proposed Ground Floor Plan

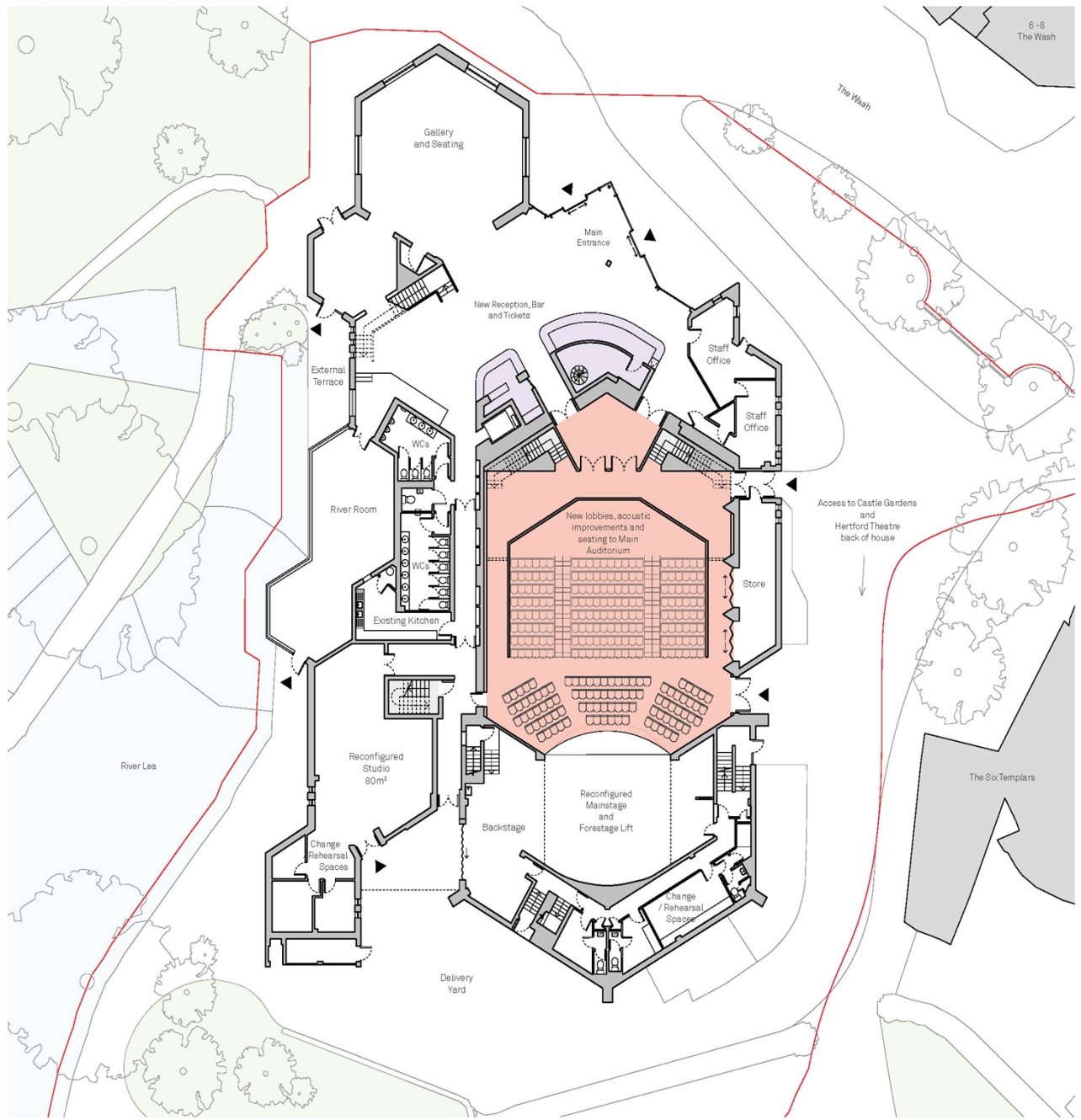
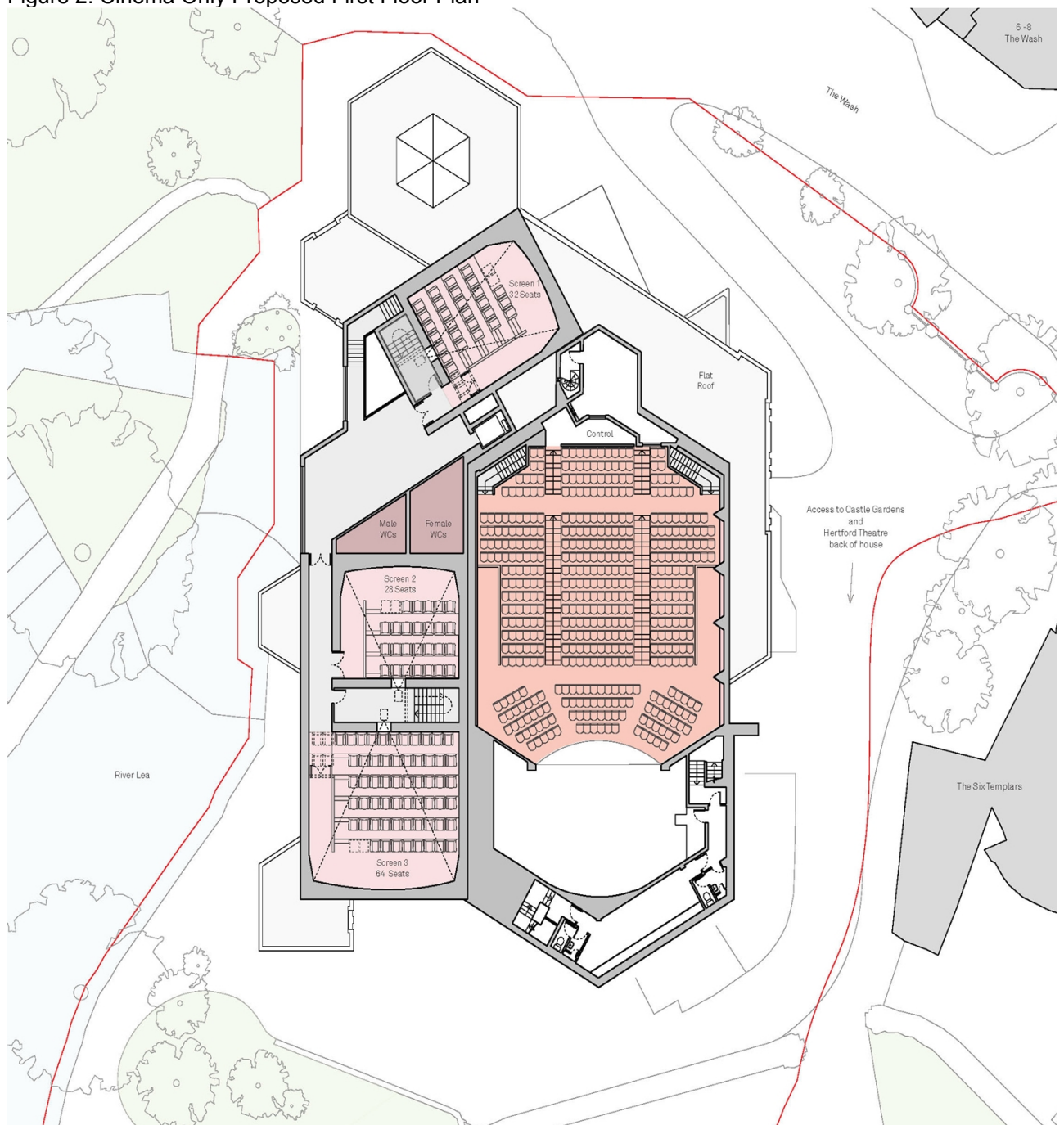


Figure 2: Cinema Only Proposed First Floor Plan



5.2 Income and Expenditure analysis for Cinema Only Option

Essential Reference Paper B1 demonstrates the income and expenditure for the cinema only option. The final capital costs for this option were £5m. The operational income in year 1 for this option is £1.58m with operational expenditure of approx. £1.66m. In this option a loan of £5m at a rate of borrowing of 2.7% is paid back over a period of 30yrs. It is proposed that in this option the operational subsidy from the Council in year 1 is £320k, reducing to £140k once the loan is paid back.

The income models can be divided into two broad areas, which will be detailed in the following sections:

- Activity-based income, including live shows, pantomime, cinema and booking fees
- Commercial income, such as café and private hire.

5.2.1 Live Shows

The number of live shows remains unchanged at 47 per year at 79% capacity with an increased average ticket price of £15.00. Production cost remains unchanged at c.77%

5.5.2 Pantomime

The number of pantomime performances in the 408-seat Auditorium remains unchanged at c. 45 per year at 77% take up with an increased average ticket price of £13.00. Production cost also remains unchanged at c. 62%

5.2.3 Cinema

- New 3 screens with capacity of 124.
- Theatre operates with a 23% capacity for cinema screenings in the main Auditorium. After reopening, the

Theatre will offer 63 screenings per week (a seven-day operation with on average three screenings per day per screen) for 52 weeks per year, operating on a 48% occupancy rate.

- Popular live and encore performances by the Royal Shakespeare Company and National Theatre Live will also continue to be screened in the main Auditorium.
- Assuming first release screenings, purpose-built screens and an opportunity to vary ticket price between peak and off-peak screenings, the yield from cinema tickets will improve from £5.18 to £8.16. The total number of annual cinema ticket sales will increase from 25,210 to c. 65,416. The outline business case assumes that distributor commissions remain unchanged at 45% as a fixed cost for programming services.

5.2.4 Booking Fees

It is assumed that following the re-opening of Hertford Theatre, booking fees will rise to £1.50.

5.2.5 Food and Beverage (F+B)

- Currently Hertford Theatre operates a Café/Bar in-house in the foyer area.
- Nearly 41% of all visitors buy food or drink at the Café/Bar and the penetration has been stable over the last years.
- The existing offer currently generates an average spend per visitor of £1.52 (excluding VAT).
- The Cinema Only option assumes the cinema audience grows 2.6 times with an unchanged catering offer.

5.2.6 Venue hire (MICE)

- MICE generated c.25% of the total revenue excluding event catering in 2016/2017.

- There are currently three venues available for hire at the Theatre; Main Auditorium, Studio and River Room.
- The Cinema Only option only involves the implementation of a roof extension for three new cinema screens and therefore the Outline Business Plan assumes the same number of venue hire hours/days and event attendees as there are currently.

5.2.7 Additional commercial income

- This includes items such as box office commissions, gallery sales, vending sales, technical hire income, pantomime merchandise income, miscellaneous income, postage, rechargeable income, advertising income and bank charges income.
- The assumption for pantomime merchandise income is an unchanged spend per visitor of £0.33. Other additional commercial income is assumed to be c. 5.2% of the sum of other activity-based and commercial income in line with the 2016/17 actuals.
- Additional commercial expenditure consists of retail costs for pantomime and commissions to booking websites. It is assumed that commercial expenditure remains on level with the 2016/17 actuals at c £15,000.

5.3 Expenditure for Cinema Only Option

The operation of the site has a range of indirect costs, including human resources, non-domestic rates, upkeep and maintenance of the building, marketing and programming costs. These costs are based on the site operating as an active and vibrant place and are required to ensure the day-to-day operation of Hertford Theatre.

5.3.1. Staff Costs

- These costs cover the staff for Hertford Theatre, which support the management structure, the public

- programmes delivery, the operation of the commercial activities and the delivery of the site-wide experience.
- The quality of the programming offer after project completion will be high and the staffing reflects this ambition.
 - The proposed salaries including on-costs, which corresponds to employer national insurance, holiday and pension contributions, are based on the current staffing structure with 2.5 additional FTEs to allow the site to be open to the public all year around for seven days per week with the help of volunteers.
 - The exact nature of the new roles to be created would be identified as part of a Full Business Plan and the cost of the added salaries is calculated based on the average cost of a staff member according to Hertford Theatre's current HR structure.
 - These costs would add an additional £103,806 on the core staffing figure, creating a total HR expenditure of £519,299

5.3.2 Other Indirect Costs

Other indirect costs include non-domestic rates, building costs, marketing expenditure and other office and administrative costs. These costs equate to c. £288K in Year 1 and increase with inflation throughout the forecast.

5.3.3 Building Costs

This Outline Business Plan includes an allowance for building-related costs – cleaning, maintenance, utilities, insurance, etc. These costs, excluding insurance, have been calculated based on actual costs from the 2016/17 financial year accounts and have been adjusted proportionately to the proposed increase in the new gross external area.

Following discussions with Finance colleagues, a prudent estimate for insurance costs would be £20,000 in the first year

of re-opening compared to the current insurance cost of £11,870.

5.3.4 Marketing Spend

Marketing and promotional costs will equate to c. £35,000 in the first year of operations post development. This budget is essential to ensure that Hertford Theatre is adequately promoted during the first few years post-opening, and that there is a robust promotional strategy in the long term. This cost represents c.20% increase over the marketing spend levels in the 2016/17 baseline.

5.3.5 Other Office and Administrative Costs

The Outline Business Plan includes an allowance for Other Office and Administrative Costs including expenditure related to stationary, postage, printing, IT cost, credit card charges, hired and contracted services, etc. These costs have been calculated based on actual costs from the 2016/17 financial year accounts and have been adjusted proportionately to the proposed increase in the new gross external area.

6.0 Growth and Legacy Option

6.1 The Growth and Legacy option represents a longer-term vision for the building and its cultural offer. It engages with all aspects of the operation and presents a view of Hertford Theatre as a 21st century beacon of art and heritage activity for all. The building aims to become the hub of the evening offer to younger audiences, supporting the local night time economy. The recommended alterations to the site in option 5 are summarised below, figure 3 and 4 illustrate the floor plans to reflect these alterations:

- Rooftop extension to accommodate 3 x cinema screens with a total of 200 seats.

- Enhanced Main Auditorium accommodating 550 seats with an additional high-level balcony and new fixed seating layout to improve customer 'theatre' experience and ensure consistency across all auditoria.
- Flexible Studio space with 150 seats
- Reconfigured entrance foyer with more 'break-out' space
- Relocated and enhanced food and beverage offer alongside and over-looking the River Lea
- Acoustic improvements to the main Auditorium
- Reconfigured office and backstage spaces
- Improved accessibility in-line with the Equality Act including new back-stage door with accessible ramps leading to changing and rehearsal spaces enabling disabled performers and participants to engage fully with the theatre and its output.
- Improved access and sightlines of Castle Gates by addressing access and parking concerns creating a greatly improved public realm around the entire theatre site.
- Provides an opportunity to improve the connectivity between the town, theatre and park. A key element to this is ensuring we create a vibrant and welcome surround area. It is proposed that the development work at the Theatre initiates works to tackle the ASB in and around these areas. Working in partnership with Hertford Town Council and building on their programme of events, opening up sightlines along the River Lea and encouraging more people to engage with these currently under-used areas it is anticipated that the level of ASB will ease.
- Develops scope for partnering with Town Council, schools and other centres of education to release the heritage story of the Motte, Castle Gardens and Hertford.
- Creates a safe environment in all areas surrounding Hertford Theatre.

Figure 3: Ground plan for Growth and Legacy Option

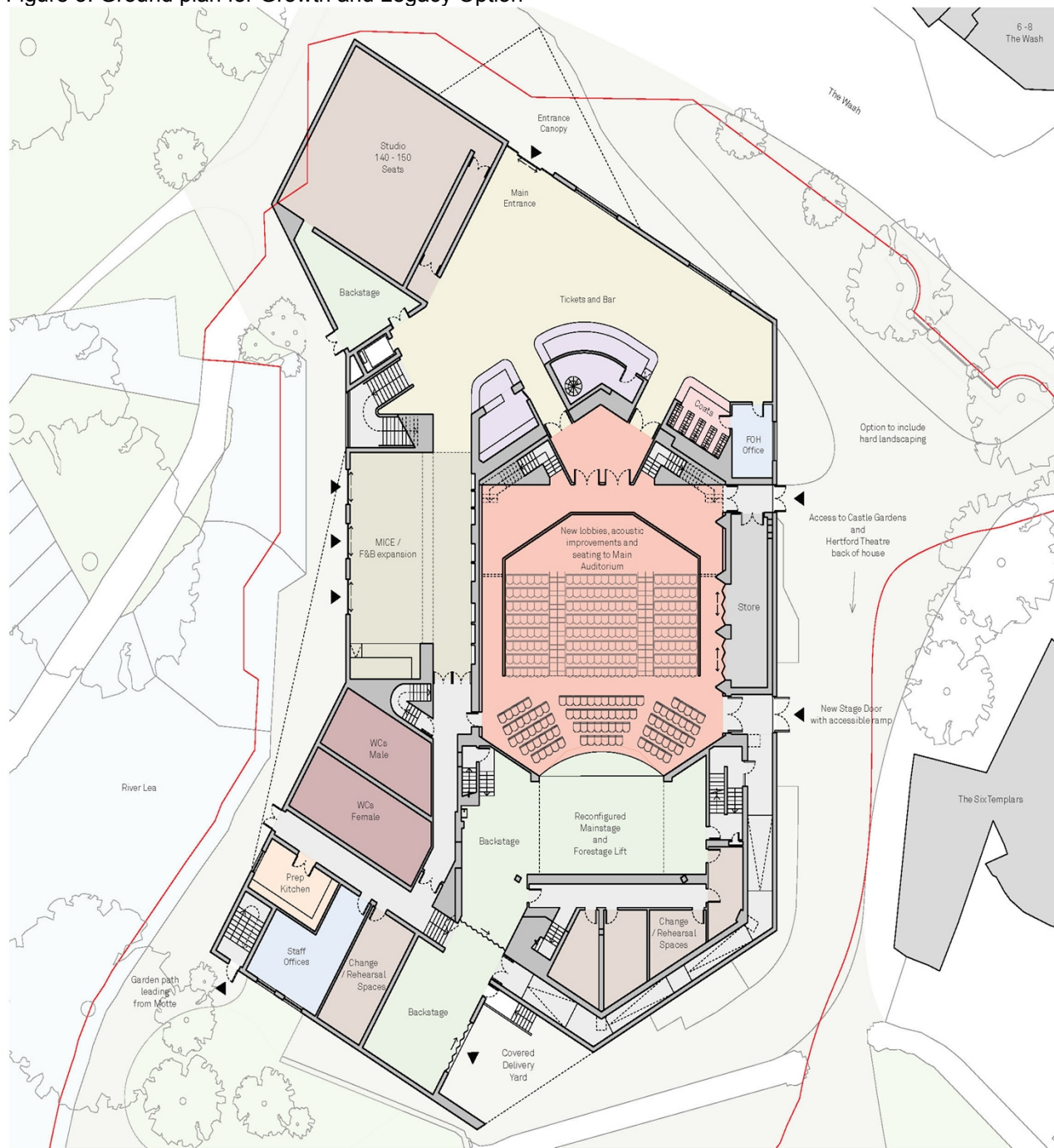
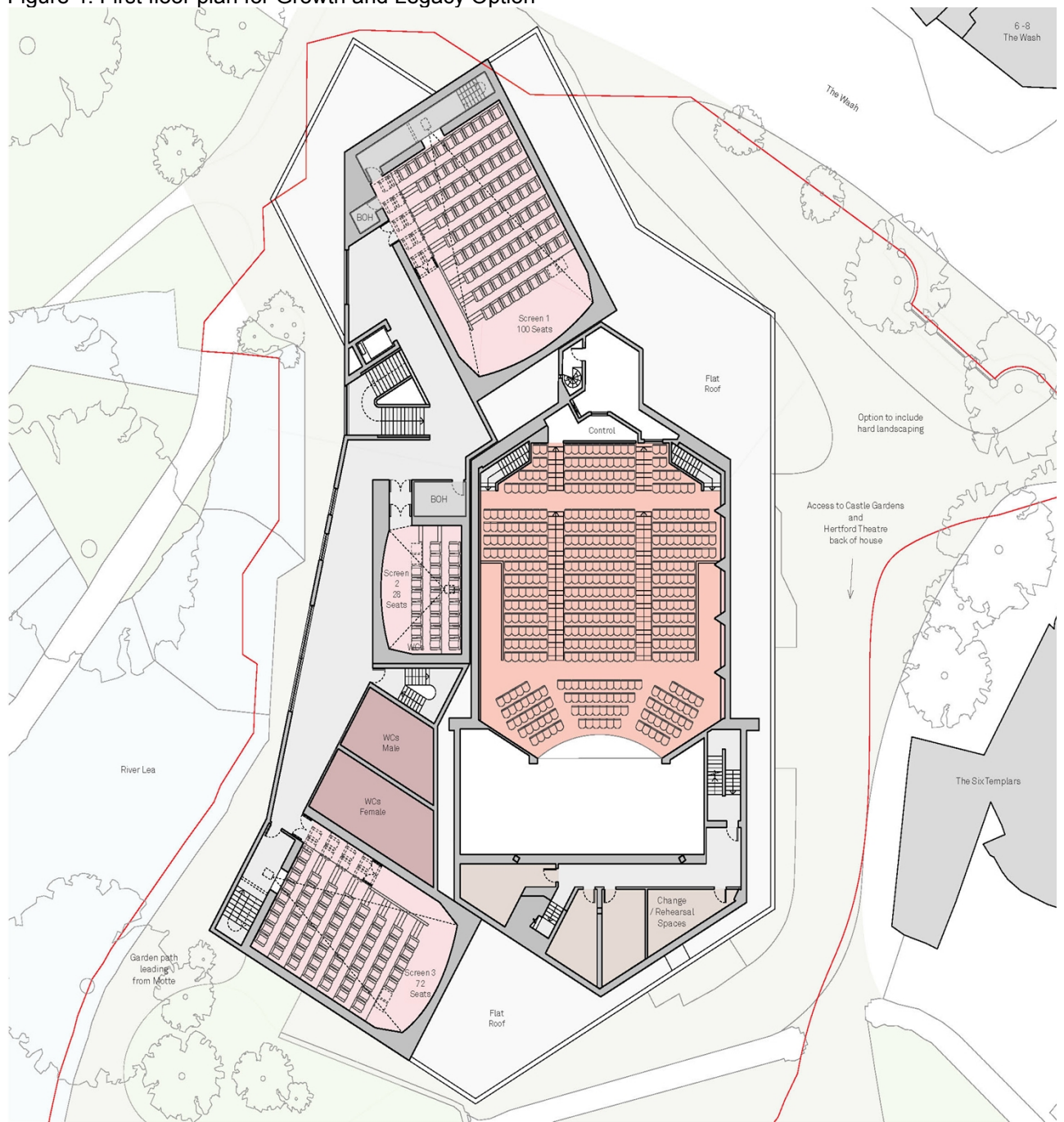


Figure 4: First floor plan for Growth and Legacy Option



Growth and Legacy Architects impressions



Growth and Legacy: view from The Wash



Growth and Legacy: view from St Andrews St Car Park

6.2 Income analysis for Growth and Legacy Option

Essential Reference Paper B2 demonstrates the income and expenditure for the growth and legacy option. The final costs for this option are £13.5m. The total operational income for this option in year 1 is £2.69m, with operational expenditure of £2.43m. In this option the payback period is 30years for a loan of £13.5m at a rate of interest of 2.7%, with an operational surplus of £475k being achieved once the loan is paid back.

6.2.1 Live Shows

- Increased capacity in Main Auditorium to 550
- Increased capacity in Studio to 150
- Main Auditorium live events up from 62 to 81 annually at a capacity of 65% and an average ticket price of £15.28
- 36 Studio events per annum at a capacity of 67% and an average ticket price of £13.13

6.2.2 Pantomime

The number of pantomime performances in the 550-seat Auditorium remains unchanged at c. 45 per year at 80% capacity with an increased average ticket price of £13.00. Production costs remain unchanged at 62%.

6.2.3 Cinema

- New 3 screens with a capacity of 200
- Increased capacity in Main Auditorium to 550
- After re-opening, the Theatre will offer 63 screenings per week (a seven-day operation with on average three screenings per day per screen) for 52 weeks per year, operating on a 48% occupancy rate.
- Popular live and encore performances by the Royal Shakespeare Company and National Theatre Live will continue to be screened in the main Auditorium.
- Assuming first release screenings, purpose-built screens and an opportunity to vary ticket price between peak and off-peak screenings, the yield from cinema tickets will improve from £5.18 to £8.16. The total number of annual cinema ticket sales will increase from 25,210 to c. 65,416. The outline business case assumes that distributor commissions remain unchanged at 45% as a fixed cost for programming services.

6.2.4 Booking Fees

It is assumed that following the re-opening of Hertford Theatre, booking fees will rise to £1.50.

6.2.5 Food and Beverage (F+B)

- Currently Hertford Theatre operates a Café/Bar in-house in the foyer area.

- Nearly 41% of all visitors buy food or drink at the Café/Bar and the penetration has been stable over the last years.
- The existing offer currently generates an average spend per visitor of £1.52 (excluding VAT) with a link into the park, shared castle garden audience and increased event capacity this would rise to £1.98
- The Growth and Legacy option assumes the cinema audience grows 4 fold and the audience for live events doubles.
- The figure below also includes 10% potential franchise fee on gross catering income from MICE events and a walk-up customers (c 15,000pa) catering spend of £70,10

6.2.4 Venue hire (MICE)

- MICE generated c.25% of the total revenue excluding event catering in 2016/2017.
- There are currently three venues available for hire at the Theatre; Main Auditorium, Studio and River Room.
- The hire of the Main Auditorium would remain as currently at c.110 days pa.
- In this option the River Room would be converted to a riverside café/bar and would be available to hire for private parties and entire building functions.
- The newly positioned studio would remain available for hire.

6.2.5 Additional commercial income

- This includes items such as box office commissions, gallery sales, vending sales, technical hire income, pantomime merchandise income, miscellaneous income, postage, rechargeable income, advertising income and bank charges income.
- The assumption for pantomime merchandise income is an unchanged spend per visitor of £0.33. Other

additional commercial income is assumed to be c. 5.2% of the sum of other activity-based and commercial income in line with the 2016/17 actuals.

- Additional commercial expenditure consists of retail costs for pantomime and commissions to booking websites. It is assumed that commercial expenditure remains on level with the 2016/17 actuals at c £15,000.

6.3 EXPENDITURE For Growth and Legacy Option

The operation of the site has a range of indirect costs, including human resources, non-domestic rates, upkeep and maintenance of the building, marketing and programming costs. These costs are based on the site operating as an active and vibrant place and are required to ensure the day-to-day operation of Hertford Theatre.

6.3.1. Staff Costs

- These costs cover the staff for Hertford Theatre, which support the management structure, the public programmes delivery, the operation of the commercial activities and the delivery of the site-wide experience.
- The quality of the programming offer after project completion will be high and the staffing reflects this ambition.
- The proposed salaries including on-costs, which corresponds to employer national insurance, holiday and pension contributions, are based on the current staffing structure with 5 additional FTEs to allow the site to be open to the public all year around for seven days per week with the help of volunteers.
- The exact nature of the new roles to be created would be identified as part of a Full Business Plan and the cost of the added salaries is calculated based on the average cost of a staff member according to Hertford Theatre's current HR structure.

- These costs would add an additional £207,720 on the core staffing figure, creating a total HR expenditure of £623,159 in year 1

6.3.2 Other Indirect Costs

Other indirect costs include non-domestic rates, building costs, marketing expenditure and other office and administrative costs as detailed below. These costs equate to c. £376K in Year 1 and increase with inflation throughout the forecast.

6.3.3 Building Costs

These are the same as the cinema only option.

6.3.4 Marketing Spend

Marketing and promotional costs will equate to c. £60,000 in the first year of operations post development. This budget is essential to ensure that Hertford Theatre is adequately promoted during the first few years post-opening, and that there is a robust promotional strategy in the long term. This cost represents c. 100% increase over the marketing spend levels in the 2016/17 baseline.

6.3.5 Other Office and Administrative Costs

These are the same as the cinema only option.

7.0 Cost calculations

- Costs have been based upon RIBA Stage 0+ sketch proposals. The methodology for estimating costs consists of identifying all work to areas shown as being refurbished, altered, or refurbished in the architectural drawings. This would leave a further circa 2,000 m² of the building, for the Cinema Only option, and potentially

100 m², for the Growth and Legacy option, requiring to be redecorated or upgraded.

- Rates, drawn up by cost consultants (Core 5) have been applied to arrive at all-inclusive costs for each project.
- The Cinema Only option allows for simple acoustic improvements and redecoration works, together with new seating and upgrades to technical equipment.
- The Growth and Legacy option includes a more substantial refurbishment of the Auditorium that covers both new and additional seats, acoustic improvements, redecoration, and upgrades to technical equipment.

7.1 Basis of Costs

- The total forecasted cost of the Cinema Only option is c. £5m
- The total forecasted cost of the Growth and Legacy option is c £13.5m

These costs include:

- Construction works (including external works)
- Fit-out works
- Professional fees on works
- Statutory and sundry fees and expenses
- Client direct costs
- 10% contingency allowance.

All costs assume that some form of competitive procurement model will be adopted with a healthy level of price competition.

Notable exclusions are:

- Asbestos removal
- Inflation allowance
- Catering fit out
- VAT.

- Future capital works

7.2 Return on Investment (ROI) for both Options

ROI is calculated through dividing the incremental result generated by each preferred option over Hertford Theatre's 2016/17 bottom line excluding support service and divisional costs and capital finance costs.

This generates a ROI rate of 4.8% for the Cinema Only option and 4.7% for the Growth and Legacy option.

8.0 Revenue Business Plans and whole life costs

8.1 Indicative revenue business plans have been developed for each of the two preferred Options. The business plans set out total income and expenditure projected for both options.

8.2 Based on the proposed business plans, a capital finance model had been drawn up borrowing a maximum of £13.5m at 2.7% over 30 years.

8.3 There will be a potential loss of revenue during any development works and this will need to be fully assessed and managed during the procurement process to minimise impact.

8.4 Long-term full closure is not anticipated. Any proposed works can be staggered to ensure the continuous delivery of some or part of the current offer and would be tailored according to the seasonal peaks and troughs of the business.

8.5 Any period of closure would be limited, where possible, to the quieter summer months.

8.6 Opportunities are also being explored in association with partner organisations to mitigate any periods of closure to deliver a programme of work in the surrounding rural

communities to generate a greater level of engagement upon completion of any works.

- 8.7 Hertford Theatre works in partnership with a number of organisations that receive ACE funding. Most recently, with Pins and Feathers to develop a new play that will open at Hertford Theatre and then tour to a number of rural community venues across the district. This funding is received on a project basis. It would be a challenge for Hertford Theatre to receive capital or revenue funding from ACE given that we are in an area of high cultural engagement and thus not a priority area for ACE. However, ACE have expressed (and demonstrated with a small grant) support for the development of Hertford Arts Hub and for the emergent cultural quarter of which the theatre is a key partner. It is in these significant partnership roles and in project work that Hertford Theatre will, in the short to medium term, enjoy support from ACE.
- 8.8 The theatre works closely in partnership with Courtyard Arts, the library and museum and opportunities could be explored to programme work into those buildings.
- 8.9 It is important to note that the business plan currently does not take into account future capital works over the 30yr period.

9.0 Sensitivity Analysis

This asks the 'what if' questions based on the idea that various assumptions might differ from the base scenario i.e an increase or decrease in net income of 25%.

9.0.1 -25% / +25% Net Income across entire CINEMA ONLY business

	YEAR 1	YEAR 5	YEAR 10
Projected Income	£930K	£1M	£1.1M
-25%	(£232K)	(£250K)	(£275K)

+ 25%	£232K	£250K	£275K
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The movement from the base model is £232k in year 1

9.0.2 -25% / + Net Income across entire GROWTH AND LEGACY business

	YEAR 1	YEAR 5	YEAR 10
Projected Income	£1.5M	£1.6M	£1.8M
-25%	(£375K)	(£400K)	(£450K)
+ 25%	£375K	£400K	£450K

The movement from the base model is 375k in year 1

9.0.3 5% Increase in Film Distributor Commissions

- 5% increase in distributor commissions to 50% would result in a reduction of c. £45,000 in the bottom line of the Theatre in Year 1 following the implementation of the Growth and Legacy project and this would reach c £53,600 in Year 10.

10.0 RISKS

There are a number of risks associated to this work which are highlighted in the table below:

	Risk	Impact	Likelihood	Mitigation
1.1	Failure to reach the projected number of cinema ticket sales	Reduced profit, decrease in ROI	Low	Robust management of variable costs including staff and administrative expenses, putting aside sinking funds to manage cashflow, solid promotion plan for the cinema
1.2	Failure to reach the projected number of live show ticket sales	Reduced profit, decrease in ROI	Low	Spatial planning to ensure a better ambiance in the Auditorium and the new Studio space, solid promotion plan for live shows and improved catering operations to increase appeal to the wider public
1.5	Failure to retain key staff	Risk to implementation of project and future sustainability	Low-Medium	Ensure continuation of solid leadership and management structure, industry pay scales, focus on retention and training of the core staff members
1.7	Closure of the site for long time periods during the design process	Regular users can be put off by long closure and Hertford Theatre loses touch with its immediate environment	Low-Medium	Ensure a minimum level of activity on site at all times during the project delivery to ensure business continuity and continue to serve the key audiences

11.0 Next steps

The next steps would include a procurement process to commission a team to support the development of a full planning application for the preferred option. If successful a tender process will take place for the construction of the works.

Parking

- The planned capital refurbishment for Hertford Theatre will require an assessment of the existing parking provision near the Theatre and the future transport needs.
- Evening users will be better catered for with the opportunity for on-street parking after 6.30pm.
- In addition, St Andrews Street car park which is situated within 2 minute walking distance of Hertford Theatre offers good levels of disabled parking but the Theatre itself currently has very limited capacity for disabled parking on site.
- Despite being unlikely to offer this facility in the future, it is planning to continue to offer a front of building 'drop-off' area for those with mobility issues.
- Further study and long-term scoping would be needed to identify the parking requirements for Hertford Theatre following refurbishment.
- A thorough review of the transport promotion strategy with a transport consultant through the design stages would be advisable - to promote greener modes of travel to the Theatre such as cycling and using public transport - as part of a wider integrated transport plan.

12.0 Economic Impact of both Options

- 12.1 The project will have a positive economic impact - not just for the Theatre, but also in the local community of Hertford and the wider district of East Hertfordshire. The proposed

improvements to Hertford Theatre will foster economic growth through an expected increase in visitor numbers to the Theatre and corresponding boost in visitor spend, jobs created and salaries paid.

- 12.2 Located at the very heart of Hertford, the growth in visitor numbers to the theatre will lead to a growth in visitor numbers to Hertford.
- 12.3 Both options would increase visitor traffic to Hertford. The following shows the economic impact for the two options:

Hertford Theatre Preferred Options	YEAR 5	YEAR 5
	Cinema Only	Growth and Legacy
Number of users	156,000	236,000
Spend on salaries, payroll + other staff	£565,000	£714,000
Direct Economic Impacts		
Jobs created	2.5	7
Salaries paid	£565,000	£714,000
Estimated induced spending	£904,000	£1,143,000
Estimated employment supported by induced spending	15	19
TOTAL	£1,469,000	£1,857,000
Indirect Economic Impacts	YEAR 5	YEAR 5
Additional day visitors	16,000	24,000
Additional staying visitors	3,200	4,750
Spend by day visitors	£312,000	£473,000
Spend by staying visitors	£188,000	£284,000
Total spending by new day / staying users	£500,000	£756,000
Full time equivalent staff supported by that spending	8	13
TOTAL	£1,000,000	£1,513,000
TOTAL (Direct + Indirect)	£2,469,000	£3,370,000
Incremental Surplus vs. Do Nothing	£243,000	£638,000

13. Overview and Scrutiny: comments and considerations

There was a positive response to the presentation and proposals provided. Members recommended that the Growth and Legacy option was put forward as the preferred option. Members raised a number of concerns included the following:

- There was a lack of member involvement and engagement regarding the development plans to date
- Wider parking implications for Hertford need to be considered with particular reference to disabled parking.
- It was highlighted that future development costs during the payback period were not accounted for.
- That there are a number of cinemas within a 30minute driving distance.
- There is a need to ensure the protection of the Motte.

14. **Summary /Conclusion**

The Hertford Theatre currently operates with a subsidy of approximately £250k, this subsidy is likely to increase without any major enhancements to the offer or vitality to the town centre. Two models have been explored, the “cinema only” option with a cost of £5m. This option largely seeks to provide additional cinema screens to with a continued subsidy once the loan has been repaid. The “growth and legacy” option provides additional cinema screens, a café open to park and theatre users, additional studio space to diversify the offer and integrates the park via the Motte and the town by providing a walk way along the theatre to encourage connectivity through the town and develop the theatre at a hub of activity for Hertford. This option requires funding of £13.5m and proposes to generate a surplus once the loan is repaid.

15. **Implications/Consultations**

- 15.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper ‘A’**.

Background Papers

None

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives Priority 3 – Enable a flourishing local economy
Consultation:	None
Legal:	N/A
Financial:	<p>The capital costs for these options are: Option 1: £5m Option 2: £13.5m Funding for the project would need to be a combination of internal and external borrowing.</p> <p>The cost of funding this project has been calculated in ERP B1 and B2</p> <p>The modelling performed is based on a number of assumptions including;</p> <ul style="list-style-type: none">• the current PWLB rates,• the return on current investment <p>This modelling was based on the capital costs of development being charged over the lifetime of the final assets.</p> <p>Both models will require an increase from the current subsidy of £250k to approx. 320k – 400k</p> <p>As with most financial modelling the assumptions may</p>

	<p>change over time and the impact of the development on the revenue budget may cause additional pressure or generate additional receipts.</p> <p>Sensitivity analysis has been carried out for both options for a 25% increase and deduction in net income.</p>
Human Resource:	<p>The main HR implications of the proposals include working hours, restructuring of the existing team, recruitment of additional staff and possible full closures.</p> <p>Employees at the theatre are already on annualised hours contracts working Monday - Sunday including evening working so existing terms and conditions do not need to be changed to enable the theatre to be open 7 days a week 9.00am – 11.00pm. However, any changes to working patterns in terms of custom and practice would require sufficient consultation with staff. Working hours will need to be monitored carefully to ensure that working time regulations are adhered to. Employees currently receive weekend and bank holiday pay enhancements so consultation would be required should any change to these arrangements be proposed.</p> <p>The restructuring of the existing team and creation of new roles will be done in accordance with the council's Redundancy policy which provides a framework for organisational change, ensuring that appropriate consultation with employees and Unison is carried out, redundancies are avoided and employees are developed and retained wherever possible. Recruitment to new roles will be carried out in a fair and consistent manner in accordance with the council's Recruitment policy.</p>

	<p>If full closures are required and staff are unable to work, HR will need to advise on the implications for staff. Possible solutions will depend on the duration of the closure and could include temporary redeployment of staff elsewhere in the council, compulsory annual leave or a lay-off (with pay).</p>
Risk Management:	<p>Initial operating and development risks have been considered.</p>
Health and wellbeing – issues and impacts:	<p>Under the National Health Service Act 2006, each local authority has a duty to ‘take such steps as it considers appropriate for improving the health of the people in its area’. Further subsections set out the wide-ranging steps which may be taken to fulfil this duty, including providing information and advice, and making available the services of any person or any facilities.</p>
Equality Impact Assessment required:	<p>Yes – to follow</p>

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Equality Impact Analysis Form

1. Equality Impact Analysis (EqIA) Form

Title of EqIA (policy/change it relates to)	Proposed Capital Development of Hertford Theatre and surrounding areas.	Date	6.6.18
Team/Department	Operations – Hertford Theatre		
Focus of EqIA What are the aims of the new initiative? Who implements it? Define the user group impacted? How will they be impacted?	<ul style="list-style-type: none"> • Improve access and opportunity to engage with the arts offer at Hertford Theatre. Further increasing audience and participation numbers by enabling access for untapped audience groups including under-represented and hard to reach groups and adding to the vibrancy and offer of the Town Centre. • Contribute meaningfully to the Council's Health and Well-being strategy. • Contribute to the Councils Corporate Strategic Plan to "Enhance the quality of people's lives and improve the Health and Well-being of our communities." • Reduce where possible, the operational subsidy provided by the Council, with the ambition that, over time, the theatre could function with nil deficit to the council. <p>User Groups include residents across the district and outside the district In the cinema only option all resident will have access to first release cinema, however the wheelchair access in this model in relation to access to the backstage remains as it.</p> <p>In the growth and legacy model all resident will have access to all areas of the building.</p>		

2. Review of information, equality analysis and potential actions

Please fill in when appropriate to the change. If it does not, please put N/A

Protected characteristics groups from the Equality Act 2010	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts (actual and potential, positive and negative. Clearly state each)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Age	Our market analysis suggests that currently approx. 44% of our customer are 45-55+yrs with only approx. 10% 15-24yrs olds	<i>No consultation conducted as yet</i>	This information allows us to explore options to cater for a wider range of ages.	Enhance the offer through a capital development as described in our report at 1.7.1.
Disability	Current access to the backstage in not accessible for wheelchair users. Performances with signers encourage access to shows from a range disabled groups	<i>No consultation conducted as yet</i>	We will explore better access for disabled customers and performers	Enhance the offer through a capital development as described in our report at 1.7.2
Gender reassignment	N/A	N/A	N/A	See final box
Pregnancy and maternity	N/A	N/A	N/A	See final box
Race	N/A	N/A	N/A	See final box

Protected characteristics groups from the Equality Act 2010	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts (actual and potential, positive and negative. Clearly state each)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Religion or belief	N/A	N/A	N/A	See final box
Sex/Gender	N/A	N/A	N/A	See final box
Sexual orientation	N/A	N/A	N/A	See final box
Marriage and civil partnership	N/A	N/A	N/A	See final box
Assessment of overall impacts and any further recommendations				
<p>If approved consultation will take place with specific groups prior to construction.</p> <p>On top of the specific impacts on Age and Disability, it should be noted that the overall impact on an enhanced theatre offer for all groups. Cinema, theatre and the arts have and do provide an outlet to explore ideas and experiences of different groups including protected groups. Giving people from different backgrounds a route into the life experiences of different people. As such the enhancement of the theatre can be seen as a positive impact on all the protected characteristics and an improvement in terms of fostering good relations. As such the improved theatre offer is a major positive equality impact in and of itself and this positive contribution should be</p>				

3.

Title (of data, research or engagement)	Date	Gaps in data	Actions to fill these gaps: who else do you need to engage with? (add these to the Action Plan below, with a timeframe)
N/A – currently exploring options			

[illegible]

4. Prioritised Action Plan (If applicable)

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
NB: These actions must now be transferred to service or business plans and monitored to ensure they achieve the outcomes identified.				
Disability: the preferred option will determine operational requirements to achieve wheelchair access	Consultation with Disability groups	Service users satisfied	User satisfaction	On –going from implementation.
Age: require marketing tools to draw in new audiences of all ages including the 15-24yr market	As above	As above	As above	As above

EqIA sign-off: (for the EQIA to be final an email must sent from the relevant people agreeing it or this section must be signed)

Lead Equality Impact Assessment officer: Nathan Bookbinder

Date: 06/06/2018

Directorate Management Team rep or Head of Service:

Date: 6.6.18

Author of Equality Impact Analysis: Rhys Thomas

Date: 6.6.18

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EAST HERTS COUNCIL

EXECUTIVE – 17 JULY 2018

REPORT BY EXECUTIVE MEMBER FOR ECONOMIC DEVELOPMENT

FUTURE MANAGEMENT OF TOWN CENTRE MARKETS

WARD(S) AFFECTED: All

Purpose/Summary of Report

- To inform members of the decisions taken by Bishop's Stortford, Hertford and Ware Town Councils in relation to the future management of East Herts Markets.
- To agree the future ownership and management of town centres markets
- To outline the next steps for the devolvment and transfer of the service.

<u>RECOMMENDATIONS FOR EXECUTIVE:</u> That the Executive:	
(A)	Approve that East Herts Council ceases the management of Bishop's Stortford market to allow Bishop's Stortford Town Council to own and manage the market under the Food Act 1984, transferring market rights as detailed in paragraph 2.13;
(B)	Approve that in agreement with Bishop's Stortford Town Council; the current contract with BSTC will terminate in conjunction with the implementation of recommendation (A) above;
(C)	Approve that delegated authority is provided to the Head of Operations to agree the details of the transfer arrangements including the financial support described

	in Essential Reference Paper 'A' in conjunction with the Monitoring Officer, Chief Finance Officer and the Executive Member for Economic Development ;
(D)	Note the position on the markets transfer from Hertford and Ware Town Councils as described in paragraphs 2.9 and 2.10;
(E)	Note that engagement with market traders in Hertford and Ware to seek their views on a street trading consent arrangement for the continuation of stalls will take place over summer 2018; and
(F)	Note that the decision on the future of Hertford and Ware markets will be taken after consultation with market traders.

1.0 Background

- 1.1 Markets in East Hertfordshire have been in existence since a Royal Charter was granted in the town of Ware in the year 1199.
- 1.2 East Herts Council (EHC) has operated and managed the markets for a number of years and owns the market charter rights. EHC utilises the provisions of the Food Act 1984 to license other markets that would otherwise contravene existing charters. Both Hertford and Ware are charter markets and Bishop's Stortford market operates under the Food Act 1984.
- 1.3 EHC is currently responsible for managing Hertford and Ware retail markets and the Hertford farmers market. Additionally, as the holder of the market rights, EHC licenses a number of other village farmers markets, commercial markets and car boots in the district that fall within 6.66miles of the Bishop's Stortford, Hertford and Ware markets. In

2017-18 the markets service operated at a deficit of approximately £50,000 per year.

- 1.4 For many years Bishop's Stortford market was owned and managed by EHC. Through the 'Community Right to Challenge' within the Localism Act 2011; Bishop's Stortford Town Council (BSTC) was successful in the tender process for the management of the market under a 4 year contract with EHC in June 2015. As the contractor, BSTC have responsibility for the day to day management of the market and provide regular performance and finance reports to EHC as the client.
- 1.5 Buntingford Town Council manage their Monday market at Market Hill, Buntingford, without any financial support from EHC. Pitches are free, traders take their own waste away and one experienced trader manages this on behalf of the Town Council.
- 1.6 There is currently no weekly market in Sawbridgeworth.
- 1.7 Currently, the markets in the District are operated as follows:

Market	Frequency	Managed by
Hertford Retail Market	Every Saturday	East Herts Council
Hertford Farmers Market	Second Saturday of each month	East Herts Council
Ware Retail Market	Every Tuesday	East Herts Council
Bishop's Stortford Retail Market	Every Thursday and Saturday Farmers and craft market first Saturday of each month	Owned by East Herts Council but contracted to Bishop's Stortford Town Council to 31 May 2019
Buntingford Market	Every Monday	Owned and run by Buntingford Town Council

1.8 Markets are a valuable addition to the town centres, but the change in consumer shopping habits and the positive role markets play in the vibrancy of the towns present a dilemma. The retail environment and role of town centres has changed considerably over the last 10 years and there has been a decline in the number of market stalls generally. The Mission for Markets Survey (2016) by The National Association of British Market Authorities (NABMA) highlighted a 71% occupancy stall rate for markets in England. However, building on BSTC successfully operating and managing the Bishop's Stortford market, a wider markets review and an options appraisal was carried out which resulted in a report to Community Scrutiny 28 March 2017. The Committee resolved that:

- Town Councils be approached to negotiate a way forward to manage the markets in Bishop's Stortford, Hertford and Ware as detailed in the report; and
- the feasibility of transferring the rights to license other markets in the District to Town Councils be investigated.

1.9 The options appraisal presented a case that the town councils could be best placed to deliver these services in the future. NABMA state that town and parish councils running markets is one of the biggest growth areas in their membership. This option provides traders the opportunity to sustain their stalls/services in the future and would enable the town councils to have the freedom and control to operate the markets according to local needs. This would result in a saving for EHC.

1.10 Officers have been working with Hertford, Ware and Bishop's Stortford town councils over the last 12 months, providing them with information to help inform their decisions. A NABMA 'health check' assessment was undertaken for both

Hertford and Ware markets and financial information provided for the last 5 years.

- 1.11 This report concludes the outcome of this work and recommends the next steps for devolving the service and exploring alternative ways to deliver this service.

2.0 Report

- 2.1 Over the past few months the three associated town councils have been considering the information supplied by EHC to help them determine whether they wish to take on the full management of EHC markets and the licensing of other markets within their areas. During this process a number of considerations were identified which can be summarised as follows:

2.2 The Process of Transferring Market Rights

It has been confirmed that the right to license another market stems solely from market ownership and not any other provision. As town and parish councils are also entitled to use the powers contained in Part 111 of the Food Act 1984 to establish markets (which EHC currently use), EHC could cease the market one day and a town council could commence the market on the following day under this Act; therefore transferring the rights.

2.3 Geographical Coverage and Overlap

If all three town councils were given market rights there is potential overlap of licensing areas (specifically for Hertford and Ware). To resolve this, licensing boundaries and fees would be agreed with the town councils in advance of the transfer to avoid future issues or inconsistencies.

2.4 Option in the Event of a Town Council not Operating a Market

If a town council determined that they do not wish to take over the management of a market, EHC could seek to

support traders through the use of street trading legislation. Street trading is managed by EHC's licensing service and traders could apply for consents under the Local Government (Miscellaneous Provisions) Act 1982. There is no limit to the number of street trading consents that could be authorised, subject to the space available etc. This is a relatively straightforward means to keep stalls, and with less administrative and office resource. EHC could engage with traders to explore this approach further as an alternative delivery method.

2.5 *Market Cleaning and Waste Collection*

A high proportion of the market service budget is spent on market cleansing and waste collection. As the markets are now smaller, the NABMA health checks recommended alternative proposals such as traders taking their waste away, providing they have the necessary waste transfer documents. This is an optional item in the current shared waste contract so can be removed from the contract if required. Under a street trading consent approach, traders would be required to dispose of their own waste.

2.6 *Miscellaneous Matters*

This may include items such as continuing the current car park concessions for market traders, transfer of assets and liabilities such as the electric bollards and gazebos (where applicable). It has also been highlighted that amendments to the current Traffic Regulation Order (TRO) may be required to continue to enable traders to use parking bays on market days once the market is transferred (rather than contracted) to BSTC. EHC are working with Hertfordshire County Council (HCC) on behalf of BSTC to resolve this before the transfer of the service.

2.7 The outcome of the individual town council meetings are as follows:

2.8 *Bishop's Stortford Town Council*

The council resolved on 25 September 2017 that:

- BSTC confirms that it wishes to acquire the market rights and all responsibility for market operation in its area from EHDC including the responsibility for licencing other markets within 6.66 miles and will proactively cooperate to seek a mutually agreed transition
- Agreement to the transfer would be subject to satisfactory transition arrangements and to the resolution of any transition detail arising including but not limited to the known issue related to TROs, continued car park concessions for market traders and asset transfer
- BSTC confirms that, subject to satisfactory agreement on the above, it would be willing voluntarily to terminate the current contract with EHDC to operate the market, at a mutually agreed date
- The CEO be authorised to negotiate the transfer and, subject to the financial position following transfer being broadly break-even, to conclude it if he is satisfied that the conditions above are met.
- It was further agreed that the Chief Executive Officer would seek the return of the historic market charter.

2.9 *Hertford Town Council*

The council formed a working group which have met a number of times. They have carried out their own research including a survey and visits to other markets. Their development and leisure committee met on the 18 June and resolved that they do not wish to take over the management of the markets, nor the rights to license them at this moment.

Although fully supportive of the service, the current developments in the area including the potential urban regeneration project on Maidenhead Street and the redevelopment of Bircherley Green have led them to conclude that this would not be an opportune moment to take over the rights to license. They are however willing to consider the proposition again in the future. They suggest that analysis of

the past year showed there is interest for food and specialist markets and this could be a niche that could possibly help the market attract more customers.

2.10 *Ware Town Council*

The council discussed the options at their finance & resources committee meeting on 11 June and at the full council meeting on 25 June agreed that:

- They do not wish to acquire the market rights or run the retail markets.

2.11 Given the above resolutions and that only Bishop's Stortford wishes to acquire the market rights to manage the markets it is recommended that EHC engage with market traders to explore the street trading consent route before making any further decisions about the future of the markets in Hertford and Ware.

2.12 The next steps are to work through the issues identified in paragraphs 2.2 to 2.6 with the town councils and agree the terms of the agreement with the assistance of EHC legal services and NABMA. It is anticipated that any terms of the devolvement and agreement are simple, clear and robust. Where a town council takes on the market under the Food Act 1984, they will need to formally resolve this through their decision processes.

2.13 For Bishop's Stortford it is proposed to voluntarily terminate the current contract with EHC to operate the market, on midnight 31st March 2019 (or a later date as necessary to implement the agreement). On this date EHC would cease running the market and owning the market rights under the Food Act 1984 and at the same time BSTC will commence running the market and own the market rights under the Food Act 1984 subject to the conclusion of the agreement set out in the recommendation C.

2.14 The BSTC market traders will be informed of the recommendations of this report. To ensure smooth transfer of the service the existing market manager will be providing

support and guidance to assist the BSTC and traders. In addition, further engagement with market traders in Hertford and Ware will help determine the future of these markets on the basis that at this stage the two Town Councils are unable to commit to taking the markets service on.

2.15 *Conclusion*

EHC remains committed to devolving the markets service, and the recommendations enable the continuation of the services in Bishop's Stortford via BSTC. Seeking views from Ware and Hertford market traders will be a valuable exercise in determining the future of the markets given the council's commitment to achieve savings/generate income. Should Ware or Hertford town council wish to consider operating the market service in the future, EHC will provide assistance.

3.0 **Implications/Consultations**

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Report to Community Scrutiny 28 March 2017.

[Item 649 Markets Options Appraisal](#)

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IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	<p>Priority 1 – Improve the health and wellbeing of our communities</p> <p>Priority 2 – Enhance the quality of people's lives</p> <p>Priority 3 – Enable a flourishing local economy</p>
Consultation:	<p>Over the past year officers from East Herts Council (EHC) have been working with town clerks from Bishop's Stortford, Hertford and Ware Town Councils and have provided information for their Members, to help inform the decision making process.</p> <p>Advice has been sought from the National Association of British Market Authorities (NABMA).</p> <p>If the council changed the process in which to apply for a stall (i.e. from a market stall to a street trading consent) it is proposed to engage with the market traders affected.</p>
Legal:	<p>Markets are not a statutory service.</p> <p>Market rights can arise from a range of means such as Royal Charter, Letters Patent, Prescription, Custom and Practice, Local Legislation and General Legislation. Both Hertford and Ware have charters but EHC has resolved to operate the markets under the Food Act 1984.</p> <p>Operating a market gives market rights. EHC currently owns the market rights as it owns Bishops Stortford, Hertford and Ware markets. The owner of market</p>

	<p>rights has the ability to hold markets and control markets within six and two third miles from any market licensed by the council.</p> <p>In addition to any charter, all town and parish councils are entitled to use the powers contained in Part 111 of the Food Act 1984 to establish markets.</p> <p>If town councils made the decision not to manage the markets, and EHC no longer ran the market, by virtue of not having a market there would no longer be market rights in the area.</p> <p>Where the market ceases, individual “street trading consents” could be granted under the legislation of the Local Government (Miscellaneous Provisions) Act 1982. There is a provision within the street trading legislation confirming that street trading is quite separate to a market and therefore this does not grant market rights, as the activity does not constitute a legal market. As this is not a market this also means that there is no limit to the number of stalls.</p> <p>It would be recommended that whoever operated the markets becomes a member of NABMA, to ensure professional standards are maintained and to help resolve any trader disputes.</p> <p>Market stall holders may challenge the council’s decision by judicial review. In order to do so it will have to show that there is some illegality, irrationality or procedural unfairness in the council’s decision:</p> <ul style="list-style-type: none"> -With regard to illegality, the council may close the market as the market rights holder. This has been confirmed by NABMA. Therefore there will be no illegality. -This decision has been taken to enable the council to
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	<p>meet its medium term financial plan. The decision should not therefore be considered irrational.</p> <p>-With regard to procedural unfairness, the decision to close the market should be taken after a consultation with stall holders regarding the council's plans. EHC will also assist them to apply for a street traders licence.</p> <p>As the council will no longer be the market rights holder, it will therefore be unable to stop other markets setting up locally to compete with stall holders operating under a street trading licence. However, street traders will be able to move to a competing market if they wish.</p>								
Financial:	<p>Overall the markets service operates at a deficit and in 2017-18 this was approximately £50k. The budget deficit for 2018/19 is approximately £55k.</p> <p>By devolving the Bishops Stortford market to BSTC there will be savings to EHC. For 2018/19 there is a £15k net cost to the council.</p> <p>If the market made a loss in the first 3 years the council would provide assistance subject to outgoing costs being no more than 2018-19 levels. EHC would fund the difference as follows:</p> <table border="1"> <tr> <td>100 % year one (2019/20)</td><td>Up to £15,000</td></tr> <tr> <td>50% year two (2020/21)</td><td>Up to £7,500</td></tr> <tr> <td>25% year three (2021/22)</td><td>Up to £3,750</td></tr> <tr> <td>0% year four (2022/23)</td><td>£0</td></tr> </table> <p>The three year period gives BSTC time to invest in the market and reduce costs further and reduces their risk during the transitional period.</p> <p>Where financial support is provided there will be a</p>	100 % year one (2019/20)	Up to £15,000	50% year two (2020/21)	Up to £7,500	25% year three (2021/22)	Up to £3,750	0% year four (2022/23)	£0
100 % year one (2019/20)	Up to £15,000								
50% year two (2020/21)	Up to £7,500								
25% year three (2021/22)	Up to £3,750								
0% year four (2022/23)	£0								

	<p>requirement to produce annual audited accounts for the market.</p> <p>Subject to consultation, transferring market traders at Hertford and Ware to street trading consents would result in a saving of £40k per annum. This would increase the saving to the full £55k after year 4 of the Bishops Stortford transition arrangements.</p>
Human Resource:	<p>The member of staff affected by the options has been consulted regarding this report. Specialist HR legal advice has confirmed that there are no TUPE implications. Agreement of the proposals would mean that the post of markets coordinator would be deleted and a staff consultation process would be applicable in these circumstances.</p>
Risk Management:	<p>A range of options have previously been considered as part of an options appraisal.</p> <p>If EHC continues to run the markets there is a risk that the savings identified within the Medium Term Financial Plan will not be achieved.</p> <p>If markets were to cease in Hertford and Ware there is a potential risk of adverse publicity. This risk would be mitigated by offering stall holders street trading consents as an alternative way to provide the service and to trade in the town, and engaging and supporting them throughout any service change. There is also a risk that traders are unhappy with the change and leave the market.</p> <p>In Hertford where there are a greater number of traders and a farmers market there is a greater risk. The traders also have rights to challenge the decision to close the market which will be mitigated by the consultation and engagement proposed during the</p>

	<p>summer of 2018.</p> <p>If the Hertford and Ware markets were discontinued, EHC would lose the market rights. This means other markets in the area could potentially be unregulated.</p>
Health and wellbeing – issues and impacts:	<p>Local markets provide a resource for local communities in terms of supporting the local economy as well as providing an enjoyable leisure activity. Fresh local produce also encourages healthy eating.</p> <p>A transfer to management of markets at a more local level could ensure closer trader and community involvement.</p>
Equality Impact Assessment required:	<p>Not required. Markets serve everyone equally. This is an operational change with no equalities implications. There is likely to be no substantial change to how residents access the service. Any equalities issues will be maintained and managed by either the town council operating the market or through EHC when considering street trading consents.</p>

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EAST HERTS COUNCIL

EXECUTIVE - 17 JULY 2018

REPORT BY EXECUTIVE MEMBER FOR DEVELOPMENT MANAGEMENT AND COUNCIL SUPPORT

BRENT PELHAM CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS

WARD(S) AFFECTED: BRAUGHING

Purpose/Summary of Report

- To enable Members to consider the Brent Pelham Conservation Area Character Appraisal and Management Proposals following public consultation and consideration of the comments received.

<u>RECOMMENDATIONS FOR EXECUTIVE:</u> That Council	
(A)	note the responses to the public consultation and support the Officer responses and proposed changes to the Brent Pelham Conservation Area Character Appraisal and Management Proposals;
(B)	delegate authority to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and
(C)	support for adoption the Brent Pelham Conservation Area Character Appraisal and

	Management Proposals.
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1.0 Background

- 1.1 East Herts has a rich environmental heritage which includes 42 Conservation Areas. The East Herts Local Plan commits the Council to review its Conservation Areas, a requirement which is also set out in national legislation.
- 1.2 The review of Brent Pelham Conservation Area is one of a series of reviews being undertaken.
- 1.3 Each document identifies the special character of the respective conservation area together with the elements that should be retained or enhanced and those which detract from the identified character. Existing boundaries are reviewed and, where appropriate, practical enhancement proposals are suggested.
- 1.4 Once Members have considered each document and it has been adopted by the Council, it becomes a 'material consideration' in the process of determining planning applications.

2.0 The Brent Pelham Conservation Area Character Appraisal and Management Proposals

- 2.1 The Brent Pelham Conservation Area was designated in 1977.
- 2.2 The production of Management Proposals is a statutory duty under s.71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The associated Character Appraisal is a necessary stage in the devising of

Management Proposals as it analyses and describes the character and appearance of the conservation area that the Management Proposals seek to preserve and enhance.

- 2.3 S.71 of the Act requires that Councils put the Management Proposals to a public meeting, considers the responses received and makes any appropriate amendments before adopting the document.
- 2.4 The Brent Pelham Conservation Area Character Appraisal and Management Proposals were drafted in 2018 and put to a public meeting in Brent Pelham Village Hall on the 16 May 2018 jointly with the Crabb's Green Conservation Area Character Appraisal and Management Proposals. The meeting featured an exhibition showing the proposals and a Conservation Officer was there to answer any questions. The joint meeting was well attended with 22 residents coming to view the proposals. There followed a period of public consultation from 16 May to 27 June 2018.
- 2.5 The 'Consultation Draft' document included a number of amendments to the boundary of the Conservation Area. These are designed to include areas of special interest and make the Conservation Area more logical and defensible, particularly in the context of Planning Appeals. They are detailed in 8.1 of the Management Proposals on p. 70. A large map showing these boundary amendments was displayed at the public meeting and has been included, along with the revised document, in **Essential Reference Paper C** to this report.
- 3.0 Public consultation responses
- 3.1 The Parish Council did not provide any comments or

table any further management proposals. Five consultee responses were received during the consultation period. These have been carefully considered and are detailed in **Essential Reference Paper B**. The headline responses and officer comments are as follows:

1/ One respondent commented that they did not agree that the Conservation Area should be extended to cover Huntsman House, Kennel Cottages and the old kennels.

Officers comment. The Conservation Area is proposed to be extended to include areas of special interest in line with national and local policy and guidance.

2/ Two respondents suggests that the Conservation Area should be extended to include surrounding open space and houses but did not table new evidence that might weigh in favour of their argument.

Officers comment. The document fully explains current government policy and the rationale for the proposed boundary. To summarise:-

The National Planning Policy Framework (2012) and associated Planning Practice Guidance (2014) including the current Historic England Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) are consistently clear that areas of no architectural or historic interest should not be included within conservation areas. Paragraph 127 of the NPPF is explicit:-

'127. When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest'.

The East Herts Local Plan and emerging District Plan both underline this position. The above policies require that the

boundary should describe a clear change in character or appearance such that it is both logical and defensible in law.

Consequently, the Management Proposals include a number of boundary changes necessary to make the Conservation Area consistent with the above national and local policies.

3/ There were no objections to the proposed Article 4 direction.

Officers comment. Noted. This and other Management Proposals will be considered for action in due course.

4.0 Adoption of the Brent Pelham Conservation Area Character Appraisal and Management Proposals document

4.1 No other relevant considerations have come to light since the public consultation and, as amended, the Brent Pelham Conservation Area Character Appraisal and Management Proposals document is recommended for adoption by the Council. It can be found at **Essential Reference Paper C** to this report.

4.2. Further minor changes will be incorporated reflecting the status of the final document once Members have considered it for adoption.

5.0 Implications/Consultations

5.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Representations received from the 2018 consultation exercise.

<http://democracy.eastherts.gov.uk/mgIssueHistoryHome.aspx?Id=22135&PlanId=276&J=4>

Contact Member: Councillor S Rutland-Barsby, Executive Member for Development Management and Council Support.
suzanne.rutland-barsby@eastherts.gov.uk

Contact Officer: Kevin Steptoe – Head of Planning and Building Control, Extn: 1407.
kevin.steptoe@eastherts.gov.uk

Report Author: Ciaran Mac Cullagh – Conservation and Urban Design Officer, Extn: 1565.
ciaran.maccullagh@eastherts.gov.uk

ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives :	<p>Priority 1 – Improve the health and wellbeing of our communities.</p> <p>Priority 2 – Enhance the quality of people's lives.</p>
Consultation:	Undertaken with residents and local stakeholders and summarised in Essential Reference Paper B .
Legal:	Preparation of the Character Appraisal and Management Proposals fulfils statutory requirements.
Financial:	<p>Costs associated with the preparation of the document are met from within existing staffing and operational budgets.</p> <p>The Management Proposals suggest works and actions which could be undertaken to enhance the character and appearance of the Conservation Area and to seek to remove those detracting elements which would generally be the responsibility of individual owners. Actions such as the possible introduction of an Article 4 Direction might result in additional cost. The Council is not yet committed to undertaking such further action in the Brent Pelham Conservation Area and any identified costs can be further assessed should such a decision be reached.</p>
Human Resource:	No additional staffing implications.

Risk Management:	No significant risk issues.
Health and Wellbeing – issues and impacts:	The Character Appraisal and Management Proposals seek to identify, protect and enhance the character and appearance of the area.
Equality Impact Assessment required:	No.

Essential Reference Paper 'B'

Respondent	Representations made	Officer comment
To note	The Parish Council did not respond, and did not table any further Management Proposals for inclusion in the document.	Noted.
Resident A	Supports the de-designation of land south of Down Hall Farmhouse as land is of "no particular merit".	Noted.
Resident A	States that Huntsman House and Kennel Cottages are "much altered" as are the pre-fabricated Boulton and Paul buildings on the site. States that they should not be included within the Conservation Area. States that a new use will need to be found for the former kennels site and inclusion in the Conservation Area would be "detrimental to this aim".	Whilst it is agreed that various buildings on this site are much altered, it is still considered they make a positive contribution to the character and appearance of the Conservation Area due to their architectural and historic interest. It is not considered that the designation of this area with Conservation Area status would be incompatible with finding new long-term sustainable uses for this site. If the site needs to be substantially altered for these new uses, the proposals should preserve or enhance the Conservation Area. No amendment is required.

Resident A	Questions why bungalows of no merit to the south of Meesden Corner Cottage are included in the Conservation Area.	These buildings make a neutral contribution to the Conservation Area. Development on these sites would have the potential to greatly impact on the character and appearance of the Conservation Area. These buildings are in the existing Conservation Area boundaries and no changes are proposed aside from extending the boundary to cover the garden of the westernmost bungalow. It is good practice to follow property ownership lines as it makes designations more understandable as running a boundary through a site without a good reason would be confusing, especially if it only involves a small amount of land. No amendment is required.
Resident A	Notes that the extension of the Conservation Area around Bonnymead Cottage will protect the view of the village from Hornead Road.	Noted.
Resident A	The eastern end of the land north-east of Downhall Barn (proposed for inclusion within the Conservation Area) is not currently used and "it would be unfortunate if its inclusion was to prevent it from being found a use and thus tidy it up".	It is not considered that the inclusion of this land would prevent it being tidied up or a use being found for it. No amendment is required.

Resident A	The building noted as making a negative contribution to the Conservation Area is the remains of a gas house for the Hall Stables.	Noted.
Resident A	Does not live within the Conservation Area and found out about the consultation by accident. They own many buildings within the Conservation Area. States that the policy to only inform residents of the consultation excludes other stakeholders.	The consultation process followed has been equal to all other Conservation Area consultations carried out in East Herts. The consultation process followed far exceeds the minimum legal requirements. EHDC do not hold property ownership records and it would be unworkable to trace all landlords for consultations.
Resident B	Suggests that the Conservation Area boundary should be greatly extended to include surrounding open space and houses, including at Borley Green and Washall Green, to protect views of the village and the surrounding land.	The qualities of these elements of the surrounding natural environment are not disputed. However, they fall outside the criteria to be used when designating a conservation area, which is, 'does the area have special architectural or historic interest?'. Paragraph 127 of the NPPF states that: "When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the

		<p>concept of conservation is not devalued through the designation of areas that lack special interest". The respondent does not identify any such special interest on these patches of land which might justify their inclusion. There is an important difference between the conservation of the built environment (which is the purpose here) and the protection of the natural environment – a separate matter not covered under conservation area legislation. Therefore no amendment is required.</p>
Resident B	<p>Notes that we seek to protect open spaces within the village and states "with this I strongly agree as I feel they add to the charm of villages like Brent Pelham".</p>	Noted.
Resident C	<p>Thanks us for a comprehensive and detailed study.</p>	Noted.
Resident C	<p>States that the village has four approaches, and the northern, north-western, and south-western approaches have been addressed in the document. However, they state that the eastern approach has not been addressed, and they consider that the conservation area</p>	<p>Pelham House is a much altered and extended early-C20th house (which replaced the demolished Howlet Hall). It is set back from the road and is too far removed from Down Hall Farmhouse to be included for the limited visual</p>

	boundary should be extended to include Pelham House.	contribution it makes to the surrounding area, and the land in-between Pelham House and Down Hall Farmhouse is not of special interest. No amendment is required.
Resident D	Found the report interesting and learned a lot about this history of the village.	Noted.
Resident D	Informed us that the name of a house has been changed, and the name that appears on the draft Character Analysis map is incorrect.	The map has been amended appropriately.
Resident D	Questions the inclusion of a tree shown on the draft Character Analysis map.	We agree with the issue raised and this tree has been removed from the Character Analysis map. However this has no bearing on the legal responsibility of owners to inform EHDC before undertaking works to trees in Conservation Areas.
Resident E	Requests an explanation of Article 4 directions, but does not object to the proposed Article 4 direction.	The document does not include an Article 4 direction. However, a recommendation for EHDC to pursue an Article 4 direction is included in the management proposals. If EHDC decides to pursue an Article 4 direction for this

		and other conservation areas, this would be subject to a separate consultation process. Information on Article 4 directions is provided on the Conservation Areas page of the EHDC website.
Resident E	Notes that the Grade II listed Bridge Cottage was only mentioned twice in the document.	Following confirmation from the owner a photograph of Bridge Cottage was taken and is included in the final document.
Resident E	Notes that the areas proposed for inclusion and exclusion could be identified more clearly in the text and accompanying map.	We will take this comment on board for future consultations.
Resident E	Consideration should be given to designating the village hall as a Grade II Listed Building.	This is a matter for the Parish Council and local residents. Applications for Listing are made to Historic England, and are not dealt with by EHDC.



BRENT PELHAM CONSERVATION AREA

CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS



Adopted 25 July 2018

East Herts District Council
Pegs Lane, Hertford, SG13 8EQ

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BRENT PELHAM CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS

Adopted 25 July 2018

This Character Appraisal has been produced by officers of East Herts District Council to identify the special architectural or historic interest, character and appearance of the Brent Pelham Conservation Area, assess its current condition, identify threats and opportunities related to that identified special interest and any appropriate boundary changes.

The Management Proposals section puts forward initiatives for the Conservation Area designed to address the above identified threats and opportunities that will preserve and enhance its character and appearance.

A public meeting was held in Brent Pelham Village Hall on 16 May 2018 to consider the draft Character Appraisal and the Management Proposals – for the latter, as required under section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The draft document was put to public consultation between 16 May and the 27 June 2018. This document was formally adopted by full council on 25 July 2018 upon the recommendation of the Executive Committee.

1. Introduction

1.1. The historic environment cannot be replaced and is a resource that is both fragile and finite. Particularly in an age when society and its needs change with rapidity, the various historic and architectural elements of conservation areas can be perceived to interact in a complex manner and create a ‘unique sense of place’ that is appreciated by those lucky enough to reside in such special places and the many interested persons who appreciate and visit them.

1.2. East Hertfordshire District has a particularly rich and vibrant built heritage, featuring 42 conservation areas and over 4,000 listed buildings displaying a variety of styles representative of the best of architectural and historic designs from many centuries. Generally and very importantly the clear distinction between built form and open countryside has been maintained.

1.3. The District is situated in an economically buoyant region where an attractive environment, employment opportunities and excellent transport links, road rail and air, make it a popular destination to live and work. In addition to London, a short commuting distance away, the District is influenced by other factors beyond its administrative area, such as Stansted Airport and the towns of Harlow and Stevenage. With such dynamics it is inevitable that the historic environment will be subject to pressures which emphasize the need to protect it.

1.4. The East Hertfordshire Local Plan Second Review, adopted in April 2007, recognises these facts and commits the Council to review its conservation areas and their boundaries. The production of this document is part of this process.

1.5. Conservation areas are places which are considered worthy of protection as a result of a combination of factors such as the quality of the environment, spatial characteristics, the design and setting of the buildings or their historic significance. In addition to the individual qualities of the buildings themselves, there are other factors such as the relationships of the buildings with each other, the quality of the spaces between them and the vistas and views that unite or disrupt them. The relationship with adjoining areas and landscape, the quality of trees, boundary treatments, advertisements, road signage, street furniture and hard surfaces, are also important features which can add to or detract from the special interest, character and appearance of a conservation area.

1.6. This Character Appraisal recognises the importance of these factors and considers them carefully. Once approved, this document will be regarded as a 'material consideration' when determining (deciding) planning applications. The Management Proposals section puts forward simple practical initiatives that would preserve the Conservation Area from identified harm and also any appropriate projects and proposals that would, as and when resources permit, enhance its character and appearance.

1.7. The recommendations concerning non-listed buildings and structures are normally formed by the field-worker's observations made from the public realm and seldom involve internal inspection or discussions with owners. Thus such recommendations contained in this Character Appraisal might be subject to reconsideration through the planning application process, where that is necessary, and which would involve the submission of additional information. Similar considerations apply to estimating dates of buildings.

1.8. This Conservation Appraisal:

- Identifies the special architectural or historic interest, character and appearance of the Conservation Area;
- Identifies elements that make a positive contribution to the above special interest, character and appearance of the Conservation Area that should be retained, preserved or enhanced;
- Identifies those other elements that might be beneficially enhanced or, alternatively, replaced by something that makes the above positive contribution;
- Identifies detracting elements it would be positively desirable to remove or replace;
- Reviews the existing boundaries to ensure that they clearly define the Conservation Area and align with distinct changes of character with outside areas such that the Conservation Area is both cohesive and defensible;
- Identifies threats to the Conservation Area's special interest, character and appearance and any opportunities to enhance it.

1.9. The Management Proposals section:

- Puts forward any required boundary changes to omit or add areas to the Conservation Area that would make it both cohesive and defensible;

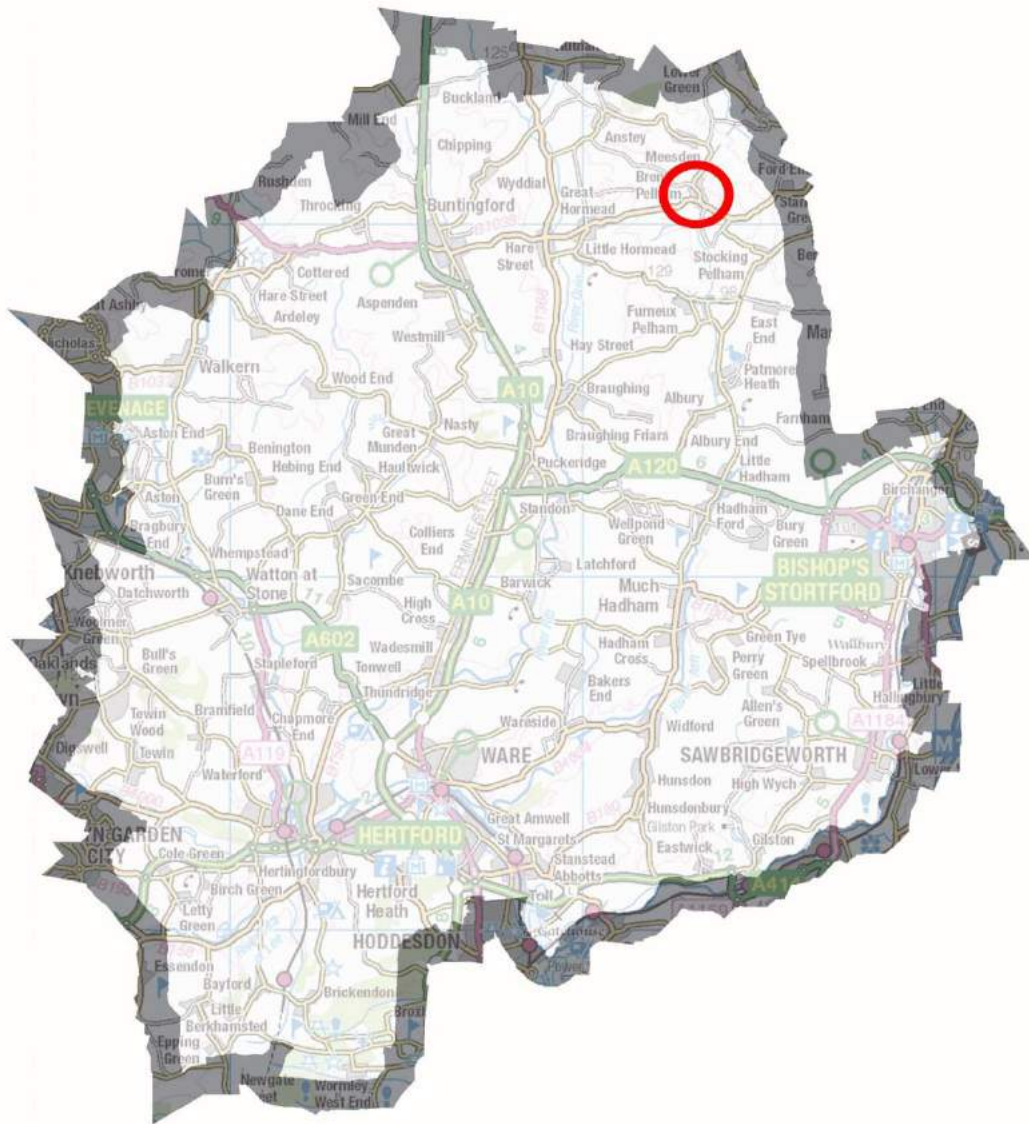
- Proposes measures and initiatives that address the threats to the Conservation Area's special interest, character and appearance identified in the Character Appraisal;
- Proposes initiatives and projects that exploit the opportunities identified in the Character Appraisal that both preserve and enhance the Conservation Area's special interest, character and appearance;
- Puts forward appropriate enhancement proposals mindful of any funding constraints.

1.10. The document was prepared with the assistance of members of the local community and will be taken forward with the Parish Council and the full local community through the consultation process.

1.11. We would like to thank the staff at Hertfordshire County Council's Historic Environment Unit and the Archives and Local Studies Department, all of which have been very helpful. All historical documents referred to in this document are publically accessible at the Archives and Local Studies Centre at County Hall in Hertford.

1.12. This document is written in three parts:

- Part A – Context.
- Part B – Conservation Area Character Appraisal.
- Part C – Conservation Area Management Proposals.



Map 1: Location of the Conservation Area in East Herts District

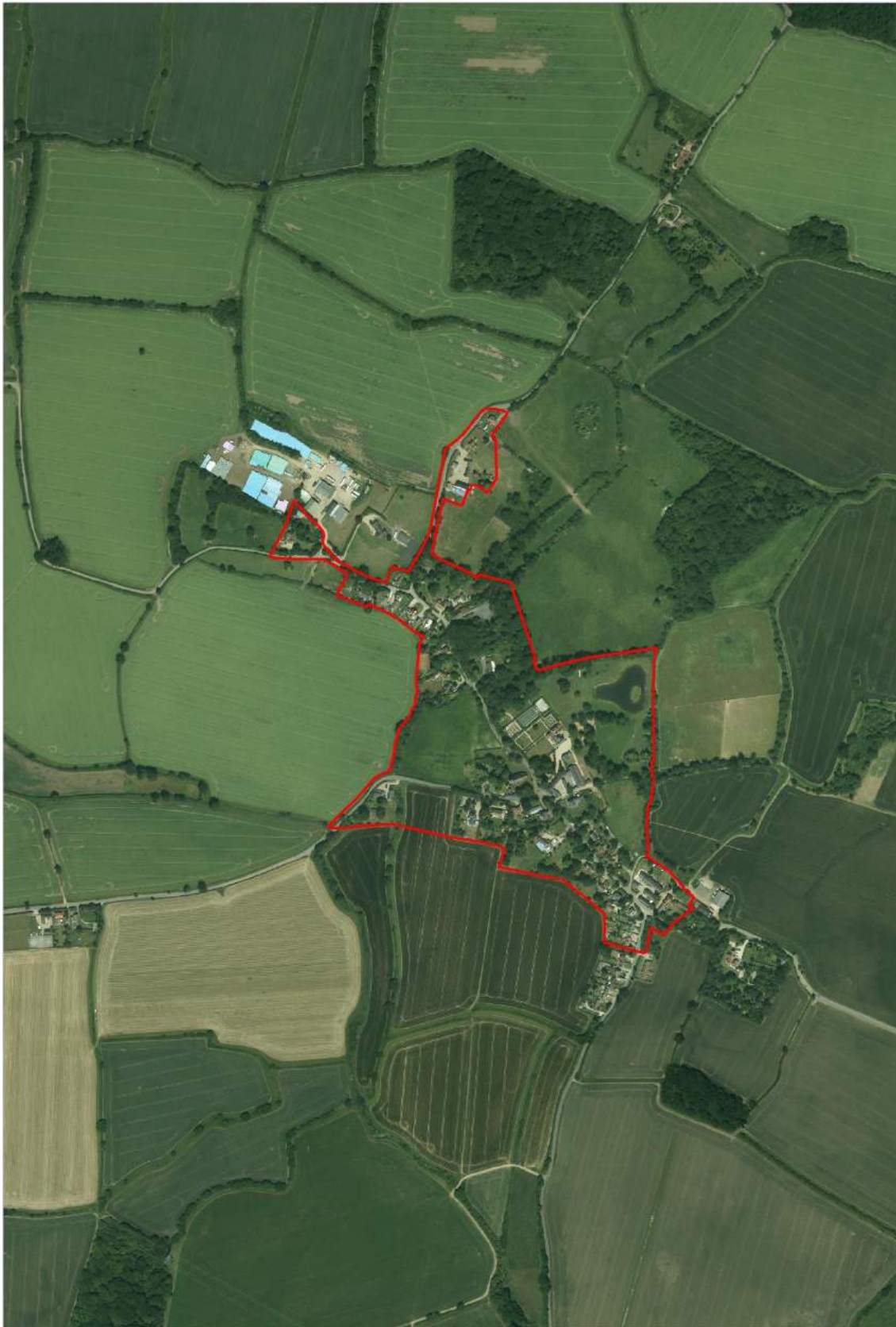


Fig. 1: Aerial Photograph from 2015

PART A – CONTEXT

2. Legal and Policy framework.

2.1. The legal background for designating a conservation area is set out in Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. This states that the Council shall from time to time (now defined as 5 years) review its area and designate any parts that are of *‘special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance’* and to designate those areas as conservation areas.

2.2. Section 71 of the Act requires Councils to, from time to time (5 years), *‘formulate and publish proposals for the preservation and enhancement’* of conservation areas, hold a public meeting to consider them and have regard to any views expressed at the meeting concerning the proposals.

2.3. The production of a Conservation Area Character Appraisal, which identifies the special interest and the threats and opportunities within a conservation area, is an essential prerequisite of the production of s.71 Management Proposals (although, interestingly, it is the production of the latter that is the statutory duty).

2.4. Planning Controls. Within conservation areas there are additional planning controls. If these are to be justified and supported it is important that the designated areas accord with the statutory definition and are not devalued by including land or buildings that lack special interest.

2.5. Planning permission is required for the demolition of a building in a conservation area but is subject to certain exceptions. For example, it does not apply to Listed Buildings (which are protected by their own legal provisions within the 1990 Act) but is relevant to other non-listed buildings in the Conservation Area above a threshold size set out in legislation*. Looking for and assessing such buildings is therefore a priority of this Character Appraisal.

* The demolition of a building not exceeding 50 cubic metres is not development and can be demolished without planning permission. Demolition of other buildings below 115 cubic metres are regarded as 'Permitted Development' granted by the General Permitted Development Order, subject to conditions that may require the Council's 'prior approval' regarding methods of proposed demolition and restoration.

2.6. Certain ecclesiastical buildings (which are for the time being used for ecclesiastical purposes) are not subject to local authority administration provided an equivalent approved system of control is operated by the church authority. This is known as the ‘ecclesiastical exemption’. Importantly in such circumstances, church authorities still need to obtain any other necessary planning permissions under the Town and Country Planning Act 1990.

2.7. Permitted Development. The Town and Country Planning (General Permitted Development) (England), Order 2015 defines the range of minor developments for which planning permission is not required. This range is more restricted in conservation areas. For example, the Order currently requires that the addition of dormer windows to roof slopes, various types of cladding, satellite dishes fronting a

highway and a reduced size of extensions, all require planning permission in a conservation area.

2.8. However, even within conservation areas there are other minor developments associated with many non-listed buildings that do not require planning permission. Where further protection is considered necessary to preserve a conservation area from harmful alterations carried out under such 'Permitted Development Rights', the law allows Councils to introduce additional controls if appropriate. Examples of such controls can commonly include some developments fronting a highway or open space, such as an external porch or the demolition of some gates, fences or walls or their alteration. The removal of existing architectural features that are identified as being important to the character or appearance of a conservation area (such as chimneys, traditional detailing or materials, porches, windows and doors or walls or railings) can be made subject to protection by a legal process known as an 'Article 4 Direction' which withdraws 'Permitted Development Rights'. The use of such Directions needs to be made in justified circumstances where a clear assessment of each conservation area has been made. In conducting this Character Appraisal, consideration will be given as to whether or not such additional controls are appropriate.

2.9. Works to Trees. Another additional planning control relates to trees located within conservation areas. Setting aside various exceptions principally relating to size, any proposal to fell or carry out works to trees has to be 'notified' to the Council. The Council may then decide whether to make the tree/s subject to a Tree Preservation Order. This Character Appraisal diagrammatically identifies only the most significant trees or groups of trees that make an important contribution to the character or appearance of the Conservation Area, particularly when viewed from the public realm. Other trees not specifically identified may still be suitable for statutory protection through a Tree Preservation Order. Some trees in the Conservation Area have already been made subject to Tree Preservation Orders.

2.10. Some hedges may be protected by the Hedgerow Regulations 1997. This legislation is particularly complicated and only applies in certain situations that are determined by the location and extent of the hedge, its age and or its historical importance, the wildlife it supports and its number of woody species. Whilst the Regulations do not apply to domestic garden hedges, such garden hedges which are considered to be visually important have been identified. It is hoped their qualities are recognised by owners and the community and will be retained.

2.11. National Planning Policy Framework. The principle emphasis of the framework is to promote 'sustainable development'. Economic, social and environmental factors should not be considered in isolation because they are mutually dependent and collectively define sustainable development. Positive improvements in the quality of the built, natural and historic environment should be sought, including replacing poor design with better design. Whilst architectural styles should not be imposed (unless, of course the conservation area is of a homogenous architectural style – which is not the case with Brent Pelham) it is considered proper to reinforce local distinctiveness.

2.12. Of particular relevance to this document, the National Planning Policy Framework advises as follows:

- There should be a positive strategy in the Local Plan for the conservation of the historic environment and up-to-date evidence used to assess the significance of heritage assets and the contribution they make.
- Conservation areas. Such areas must justify such a status virtue of being of *'special architectural or historic interest'*.
- Heritage assets. A heritage asset is defined 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 listings)' and non-designated assets – for example archaeological assets.*
- Considerable weight should be given to conserving such heritage assets and the more important they are the greater the weight. For example the effect of an application affecting a non-designated heritage asset should be taken into account and a balanced judgment reached. Substantial harm to or loss of a grade II listed building should be exceptional whilst harm to heritage assets of higher status, e.g. a grade I or II* listed building should be wholly exceptional.
- Local Planning Authorities should look for opportunities for new development within conservation areas to enhance or better reveal their significance and proposals that preserve such elements should be approved.
- The use of Article 4 Directions to remove national permitted development rights should be limited to situations *'where this is necessary to protect local amenity or the well-being of the area...'*
- Green areas. Such areas of particular importance can properly be identified for special protection as Local Green Spaces in selected situations.

2.13. East Herts' Environmental Initiatives and Local Plan Policies. East Herts Council is committed to protecting conservation areas and implementing policies which preserve and enhance them; to support their preservation through the publication of design and technical advice and to be pro-active by offering grants and administering a Historic Buildings Grant Service. With regard to the latter, grants are awarded on a first-come-first-served basis in relation to works which result in the maintenance of listed buildings and other unlisted buildings of architectural or historic interest. Further details are available on the Council's website.

2.14. In respect of the above the Council has produced a number of leaflets and guidance notes that are available on the Council's website. These 'guidance notes on the preservation and repair of historic materials and buildings' provide useful information relevant to the preservation and enhancement of conservation areas. They will be updated as resources permit.

2.15. The Council also has a 'Heritage at Risk Register', originally produced in 2006, and updated in 2013, 2016, 2017, and 2018. This document is available on the

Council's website. There is one such building identified as being 'At Risk' within the Brent Pelham Conservation Area, which is The Old Windmill.

2.16. The East Herts Local Plan was adopted by the Council in 2007. The 'saved' policies set out in the plan remain in force and are relevant in relation to conservation area and historic building considerations. The Local Plan and its policies can be viewed on the Council's website or a copy can be obtained from the Council (contact details are set out in Section 8.3).

2.17. In accordance with the requirements of the Planning and Compulsory Purchase Act 2004, the Council is in the process of preparing a planning policy document which will replace the 2007 Local Plan. This will be known as the East Herts District Plan, and once adopted it will contain all of the relevant Council planning policies. As currently drafted this emerging District Plan advises that new development in a conservation area should, *inter alia*, conform to the content of the relevant Character Appraisal.

2.18. Brent Pelham Conservation Area was designated in 1977.

PART B – CONSERVATION AREA CHARACTER APPRAISAL

3. Origins and Historical Development

3.1 Within the existing conservation area boundary there are 22 records held on the Historic Environment Record by the County Archaeologist. Many of these relate to listed buildings, which are detailed later in this document, other notable historic buildings and a number of archaeological sites and associated finds. Together they demonstrate the diversity of Brent Pelham's heritage and its considerable time depth. They include entries for:-

- the Church of St Mary
- the stocks and whipping post
- a roman quern of conglomerate puddingstone found pre-1967 in a field opposite the kennels
- a roman road that passed through Brent Pelham en-route between Braughing and Great Chesterford
- the tomb of Piers Shonks in the Church of St Mary
- the windmill tower
- Hall Farm
- Down Hall Farm
- Brent Pelham Hall
- Church Cottage
- The Bury
- The Bury Barn
- The Old Vicarage
- the Park at Brent Pelham Hall
- Meesden Corner Cottage
- Pumphill Cottage
- Remains of a late-medieval or early-post-medieval structure within the grounds of Brent Pelham Hall
- The Old School House

3.2 Prehistoric. Britain has been intermittently inhabited by members of the Homo genus for about 750,000 years and Homo sapiens for about 40,000 years. The evidence suggests that the various genus lived side-by-side for many thousands of years before Homo sapiens, more intelligent, adaptable and, probably, aggressive, became predominant. The introduction of farming, when people learned how to produce rather than acquire their food, is widely regarded as one of the biggest changes in human history. The concept of farming reached Britain between about 5000-4500 BC. The first bronzes appear in Britain in the centuries just before 2500 BC. The Middle Bronze Age sees the introduction of field systems, which suggests that there was pressure on the land as the population increased. The Late Bronze Age (1250-800 BC) sees the start of the Celtic way of life, and is marked by new styles of metalwork and pottery¹. It is known that Celtic tribes were in Hertfordshire from 700 BC. The Iron Age saw the gradual discovery of iron working technology, although iron artefacts did not become widespread until after 500-400 BC². The population of Britain grew substantially during the Iron Age and probably exceeded one million. This population growth was made possible by the introduction of new crops and improvements to farming techniques, such as the introduction of the iron-tipped ploughshare. In the century immediately before the Roman conquest Hertfordshire was occupied by groups of late Iron Age people growing cereal crops and raising sheep, cattle and horses³. The steady expansion of the Roman Empire during the C1st BC resulted in successive waves of refugees from the continent crossing to southern Britain, and Hertfordshire was on the receiving end of a constant stream of new stimuli and processes. Rome appears to have established diplomatic relations with a number of tribes and may have exerted considerable political influence before the Roman conquest of England in AD 43.

3.3 Roman. After AD 43, all of Wales and England south of the line of Hadrian's Wall became part of the Roman Empire. Rome brought a unity and order to Britain that it had never had before. Prior to the Romans, Britain was a disparate set of peoples with no sense of national identity beyond that of their local tribe. In the wake of the Roman occupation, every 'Briton' was aware of their 'Britishness'⁴. However Roman rule started to dissolve due to the repeated withdrawal of troops to defend various interests on the Continent from attacks by powerful tribes such as the Goths⁵. In the year 406, the last remnants of the army were withdrawn, and in 409 the inhabitants of Roman Britain decided to take responsibility for their own defences, effectively ending Roman rule in Britain. Some contacts, particularly regarding the church were maintained, but new supplies of coin ceased to come into the country, with the consequence that trade quickly collapsed. Due to the loss of trade, the local population quickly had to become almost entirely self-sufficient, and had to rely on subsistence farming to make ends meet, so villas fell into disrepair and towns shrank in size.

¹ Pryor, 2011

² Richards, 2011

³ Niblett, 1995

⁴ Ibeji, 2011

⁵ Niblett, 1995

3.4 Anglo-Saxon. Initial contact with the Saxons was gradual and peaceful⁶. The Anglo-Saxon period stretched over 600 years, from 410 to 1066. It refers to settlers from the German regions of Anglia and Saxony, who made their way over to Britain after the fall of the Roman Empire. Anglo-Saxon settlers were effectively their own masters in a new land and they did little to keep the legacy of the Romans alive. They replaced the Roman stone buildings with their own wooden ones, and spoke their own language, which gave rise to the English spoken today. The county of Hertfordshire is an artificial creation of the late Saxon period, with boundaries that were determined by the military and administrative requirements of the time⁷. Within Hertfordshire Celtic names are extremely rare, which suggests that Anglo-Saxon settlement ultimately obliterated earlier British life⁸. Pela (or Peola), a Saxon leader, set up an observation post to defend against the Danes who had arrived by 689 AD. A moated site was built around the area of what is presently Stocking Pelham Hall. The Pelhams were repeatedly under siege until about 912 AD when the Danes were finally defeated. Stocking Pelham, the 'stockaded' ham of Pela's, was the centre of the Pelham district, and Brent Pelham and Furneux Pelham are later settlements⁹. Anglo-Saxon rule came to an end in 1066, soon after the death of Edward the Confessor, who had no heir. He had supposedly willed the kingdom to William of Normandy, but also seemed to favour Harold Godwinson as his successor. Harold was crowned king immediately after Edward died, but he failed in his attempt to defend his crown, when William and an invading army crossed the Channel from France to claim it for himself. Harold was defeated by the Normans at the Battle of Hastings in October 1066, and thus a new era was ushered in.

3.5 Domesday Book. The Domesday Book was a census commissioned by William I in 1086, after the Norman Conquest. There was only one Pelham mentioned at this time, but there are seven separate entries for different parts of it, which are detailed below. The Victoria County History¹⁰, states that "there is in the Domesday Survey no distinction between the three Pelhams" and therefore we cannot distinguish Brent Pelham from the other entries for Pelhams, "all of which were held of the Bishop of London in 1086 and afterwards". The following images were created by Professor John Palmer and George Slater, and are accessed from the opendomesday.org website, and are reproduced here legally under a Creative Commons license. The accompanying explanatory quotes are from the reference 'Domesday Book: Hertfordshire'¹¹.

⁶ Niblett, 1995

⁷ Ibid

⁸ Gover, Mawer, and Stenton, 1970

⁹ Bailey, 2000

¹⁰ Page, 1914

¹¹ Morris, 1976

In pelehā ten' Radulf de epō. i. hid 7 i. uirg. Tpa ē pōc.
 v. car. In dñio sunt. ii. 7 iii. pōc fieri. Ibi. ii. uilli 7 iii. bord
 hñt. ii. car. Ibi. v. serui. 7 i. cōt. pasta ad pec. Silua. x.
 porc. Val 7 ualut. iii. lib. T. R. E. v. lib. Duo fr̄s tenuer
 boē Asgar^{Alm} 7 uende potuer.

Entry 1: In Pelham Ralph holds 1 hide and 1 virgate from the Bishop. Land for 5 ploughs. In lordship 2; a third possible. 2 villagers and 3 smallholders have 2 ploughs. 5 slaves; 1 cottager. Pasture for the livestock; woodland, 20 pigs.

In pelehā ten' pagan' de epō. i. hid. Tpa ē. iii. car. In dñio
 sunt. ii. 7 i. uill' b̄t dim' car. 7 dim' pōc fieri. Ibi. iii. bord.
 7 iii. cōt. Silua. vi. porc. Val 7 ualut. xl. sol. T. R. E. l. sol.
 hoc cō tenuit Alured hō Asgar^{Alm} 7 uende potuit.

Entry 2: In Pelham Payne holds 1 hide from the Bishop. Land for 3 ploughs. In lordship 2. 1 villager has half plough; half possible. 3 smallholders; 3 cottagers. Woodland, 6 pigs. The value is and was 40s; before 1066, 50s. Alfred, Asgar the Constable's man, held this manor; he could sell.

In pelehā ten' Rannulf de epō. ii. hid 7 dim'. Tpa ē. vii.
 car. In dñio sunt. ii. 7 vii. uilli cū v. bord hñt. vi. car.
 Ibi. vi. cōt 7 vi. serui. p̄tū. i. car. pasta ad pec. Silua. xxx.
 porc. Val 7 ualut. x. lib. T. R. E. xv. lib. hoc cō tenuer
 ii. teign. hōz un hō Anschil^{Wapal} 7 alr hō Godwin^{Benfeld}. uende potuer.

Entry 3: In Pelham Ranulf holds 2 and a half hides from the Bishop. Land for 8 ploughs. In lordship 2. 7 villagers with 5 smallholders have 6 ploughs. 6 cottagers; 6 slaves. Meadow for 1 plough; pasture for the livestock; woodland, 30 pigs. The value is and was £10; before 1066 £15. 2 thanes held this manor. One of them was Askill of Ware's man, the other Godwin Benfield's man. They could sell.

In pelehā ten' Gislebe' 7 Ranulf' de epō. i. hōd 7 i. uing'.
 7 pa. ē. iii. car. In dñio ē una. 7 i. uill' cū. iii. bord' 7
 i. car. 7 alia pot' fieri. Ibi. vii. cor. p'cū dñi car. pasta
 ad pec'. Silua. c. porc'. Val' 7 ualut. xl. sol. I. h. E. lx. sol.
 Duo fr' tenuer' 7 uende potuer'. Vñ hō Algar. 7 al' ab' de Ely.

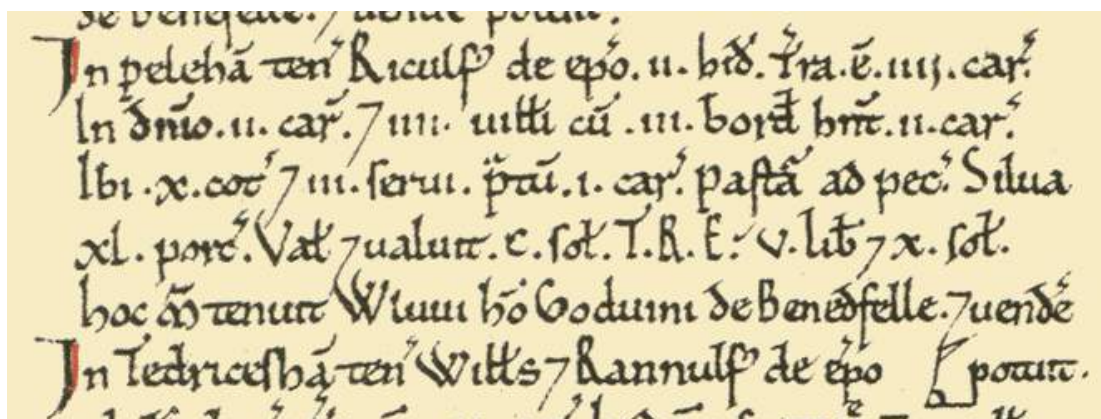
Entry 4: In Pelham Gilbert and Ranulf hold 1 hide and 1 virgate from the Bishop. Land for 3 ploughs. In lordship 1; 1 villager with 3 smallholders has 1 plough; another possible. 7 cottagers. Meadow for half a plough; pasture for the livestock; woodland, 100 pigs. The value is and was 40s; before 1066, 60s. 2 brothers held it; they could sell. One was Asgar the Constable's man, the other the Abbot of Ely's.

In pelehā ten' .ii. milites de epō. iii. hōd 7 i. uing'. 7 pa. ē
 vii. car. In dñio sunt. iii. 7 p'br cū vii. uill' hñc. iiii. car.
 Ibi. vii. bord' 7 vi. cor. 7 i. seruus. p'cū. ii. car. 7 dñi.
 pasta ad pec'. Silua. c. porc'. Val' 7 ualut. v. lib. I. h. E.
 vi. lib. hoc ad tenuer'. ii. tigni. Vñ hō Alchi. 7 al' hō Almar.
 7 Eū. v. socii de soca regis. E. ii. uing' habuer'. 7 uende potuer'.

Entry 5: In Pelham 2 men-at-arms hold 3 hides and 1 virgate from the Bishop. Land for 7 ploughs. In lordship 3. A priest with 7 villagers have 4 ploughs. 7 smallholders; 6 cottagers; 1 slave. Meadow for 2 and a half ploughs; pasture for the livestock; woodland, 100 pigs. The value is and was £5; before 1066 £6. 2 thanes held this manner. One was Askell of Ware's man, the other Aelmer of Bennington's man. With them, 5 Freeman of King Edwards's jurisdiction had 2 virgates; they could sell.

In pelehā. ten' Eldred' de epō. i. hōd. 7 pa. ē. ii. car. Ibi
 una 7 dimid. 7 dimid pot' fieri. Ibi. viii. bord' 7 ii. serui.
 p'cū. i. car. pasta ad pec'. Silua. xx. porc'. Val' 7 ualut
 .xx. sol. I. h. E. xl. sol. hanc tñ tenuit Alwin' hō Godwin
 de Benefelle. 7 uende potuit.

Entry 6: In Pelham Aldred holds 1 hide from the Bishop. Land for 2 ploughs; 1 and a half there; half possible. 8 smallholders; 2 slaves. Meadow for 1 plough; pasture for the livestock; woodland, 20 pigs. The value is and was 20s; before 1066, 40s. Alwin, Godwin of Benfield's man, held this land; he could sell.



Entry 7: In Pelham Riculf holds 2 hides from the Bishop. Land for 4 ploughs. In lordship 2 ploughs. 4 villagers with 3 smallholders have 2 ploughs. 10 cottagers; 3 slaves. Meadow for 1 plough; pasture for the livestock; woodland, 40 pigs. The value is and was 100s; before 1066 £5 10s. Wulfwy, Godwin of Benfield's man, held this manor; he could sell.

3.6 Interpretation: A 'Hide' was a standard unit of land measurement interpreted to be about 120 acres, and a 'Virgate' was a quarter of a 'Hide', or about 30 acres. A 'villan' (or villager) was a peasant legally tied to land he worked on and of higher economic status than a 'bordar' (or smallholder) or 'cottar' (or cottager). The latter occupied a cottage in return for services provided. A slave (or serf) were without resources of their own, and were there to perform the bidding of the landowner. A 'thane', meaning "one who serves", was a free man in the late Anglo-Saxon period that owned land. 'Demesne' (or lordship) essentially means land belonging to the lord of the manor which normally related to their home farm¹². The Pelhams were located within the Edwinstree hundred, which is now defunct. Hundreds were used from the C10th until the end of the C19th. A hundred is defined as a district within a shire, were notable residents and representatives for villages met about once a month, normally in the place for which the hundred was named¹³.

3.7 The origin of the name. Although there was only one area called Pelham in the 1086 Domesday Book, with seven separate entries identifying the dispersed settlements, in the centuries that followed three distinct population centres emerged: Brent, Stocking and Furneux.

¹² Palmer, 2010b

¹³ Morris, 1976

3.8 The reference 'The Place-Names of Hertfordshire'¹⁴ advises several variations of the spelling of the name which are included below.

For the Pelhams, the following variations have been used:

- Peleha – 1086
- Pelleham – 1190
- Pellen – 1587
- The Pelhams – 1646

For specifically Brent Pelham, the following variations have been used:

- Pelham Arse – 1210
- Barndepelham – 1230
- Brendepelham – 1241
- Pelham la Arse – 1254
- Barnede Pelham – 1278
- Brende Pelham – 1278
- Pelham Arsa – 1303
- Brentpelleham – 1399
- Pelham Combusta – 1539
- Bruntepelham – 1550
- Byrn-pellam – 1566
- Burnte Pelham – 1619
- Burnt Pelham – 1804
- Brent Pelham – 1804

3.9 The Place Names of Hertfordshire states that “the first element is probably the personal name Peol(a) or Piol(a)”¹⁵. They also state that Brent (Latin: combusta; French: arse) Pelham “must have been so distinguished from the occurrence of some great fire in early times”, which Kelly’s Directory of 1874 states happened in the reign of Henry I (1100 to 1135)¹⁶. The Victoria County History¹⁷ states “The division between them was probably established in the 12th century. There is separate evidence of Brent and Furneux Pelham in 1181”. By around 1210 the manor of Brent Pelham was held by Richard le Grey, and it would stay in his family for over 350 years.

3.10 It was from this period, across the whole of England, that the parish churches, oak-framed timber buildings and general urban layout that forms the structure and surviving key heritage assets of our modern-day historic towns and villages was firmly established. Brent Pelham is no different. In the mid-C14th the Church of St Mary was built in flint rubble, and in the mid-C15th the tower was added. In 1458 the church was visited by the Dean of St Pauls Cathedral, and he found that the church was roofed with shingles that were defective, and the vicar kept his horse in the graveyard!¹⁸

¹⁴ Gover, Mawer, and Stenton, 1970

¹⁵ Ibid

¹⁶ Kelly, 1874

¹⁷ Page, 1914

¹⁸ Ibid

3.11 In the C16th The Bury and Bridge Cottage were erected, and in either the C16th or early-C17th Church Cottage and the Barn to the south-west of The Bury were erected. Most importantly by 1556 the original timber-framed Brent Pelham Hall was built, and Queen Elizabeth I spent two nights here in 1571. The original Brent Pelham Hall would have looked completely different to the one we see today, as it was rebuilt in a new architectural style in 1608, with various alterations later in the C17th¹⁹. A notable past owner of Brent Pelham Hall from 1626 was Francis Floyer, a Turkey merchant (meaning that he engaged in trade with The Ottoman Empire and the Levant or east Mediterranean), who was Sheriff and Alderman of London, and later High Sheriff of Hertfordshire. He retired to Brent Pelham Hall, and “here he occupied himself with the improvement of the manor house until ‘nothing was wanting to make it [more] pleasant and delightful’”²⁰. The house stayed with the Floyer family until 1839²¹.

3.12 In the C17th, we see the emergence of many memorable aspects of the present village, with the erection of the Barn to the south-east of The Bury, Down Hall Farmhouse, Pumphill Cottage, Meesden Corner Cottage, Bythorne Cottage, The Old Forge, parts of The Black Horse PH, and the stocks and whipping post outside the church. In the C18th the Billiard Room at Brent Pelham Hall was built, and then in the C19th Mill Cottage was erected along with The Old Windmill in 1826, and the school was built in 1840²².

3.13 In the 1851 census the population of the Parish of Brent Pelham was 298²³. In 1869 in addition to the Black Horse PH, there is another pub mentioned, the Red Lion PH²⁴. It is believed that the Red Lion PH was demolished in the late-C19th by the Barclay family after they bought Brent Pelham Hall and the associated manor in 1865²⁵. The Church of St Mary was heavily altered in 1861-2, and many original or historic features were lost or reimagined, as was the style at the time.

3.14 A picture of the settlement as it can be recognised today is set out in Kelly's Directory of 1874 which refers as follows: “*Brent Pelham (originally Pelham Sarners) is a parish and village, 10 miles north west of Bishop's Stortford, 5 east from Buntingford station, and 34 from London, in Edwinstree hundred, Bishop's Stortford union and county court district, rural deanery of Buntingford, archdeaconry of St Albans and diocese of Rochester; the place derives its prefix from a conflagration, in which church and village were burned, in the time of Henry I. The present church is Early English, and was almost rebuilt in 1861-2: in the north wall is the tomb of O. Piers Shonks, a legendary hero of the eleventh century; on this tomb is some curious old carving; there is a peal of 4 bells. The register begins in 1538, and the Visitation of 1297, mentioned under Furneaux Pelham, includes this church also. The living, united with Furneaux Pelham, is a discharged vicarage, joint yearly value £420, in the gift of the treasurer of St Paul's, and held by the Rev. Woolmore Wigram, M.A., of Trinity College, Cambridge. Here is a National school. An annuity of £7 16s.,*

¹⁹ Smith, 1993

²⁰ Page, 1914

²¹ Smith, 1993

²² Kelly, 1890

²³ Kelly, 1855

²⁴ Kelly, 1869

²⁵ Page, 1914

payable by the Mercers Company, London, was given by Francis Floyer, esq., deceased 1678. A sum of £200 was given by Mrs. Catherine Floyer, deceased, 1758, the interest of which, and the annuity aforementioned to be distributed weekly in bread to the poor of this parish. Mrs. Floyer also gave £100 for repairing the church. Pelham Hall belongs to Joseph Gurney Barclay, esq., and is now unoccupied. J. G. Barclay, esq., who is lord of the manor, and S. G. Smith, esq., are almost the sole landowners. The soil is heavy; subsoil clay. The chief crops are wheat, barley and beans. The area is 1,601 acres; gross estimated rental, £2,374; rateable value, "2,141; the population in 1871 was 284. Parish Clerk, James Lawrence".

3.15. Kelly's Directory of 1874 lists the commercial entries; Sub-Postmaster, School Mistress, Curate, Farmer, Blacksmith and Wheelwright, Publican, Grocer, Carpenter, Shoe Maker, Bricklayer, Miller; and identifies the population in 1871 was 284. From the varied numbers of local trades it can be seen that such level of self-sufficiency in Brent Pelham is entirely consistent with other rural communities of similar size at the time.

3.16 Evidence of the evolution of the village from historical maps shows that on the 1878 OS map, there was a southern range present to the south of The Bury so that there was a central enclosed yard, and there was a historic steading on the site of Cole Green Farm. The Old Vicarage is referred to at this time as "The Parsonage", but this changed to "The Vicarage" by the time of the 1898 OS map. Also on the 1898 map we can see that The Old Forge was still in use as a blacksmiths, and is referred to on the map as a "smithy". At Brent Pelham Hall in 1898 the Victorian wing was added, along with various modern stables and ancillary buildings. Downhall House, and 1, 2, and 3 Lower Cottages were erected by the end of the C19th.

3.17 By 1882 the population had fallen to 232, and there were 60 children in the school with an average attendance of 38²⁶. By 1891 the population had fallen again to 215²⁷, and by 1901 it had fallen further to 207, with an average school attendance of 27²⁸. In the 50 year period from 1851 to 1901, the parish of Brent Pelham decreased in population by 30.5%.

3.18. Evidence of the evolution of the village from historical maps shows that on the 1921 OS map, we can see the results of the early-C20th building boom associated with the Barclay family, namely Edward Exton Barclay, whose initials EEB feature on quite a few buildings in the village. The Village Hall and Club Room were erected in 1901, and were used for parish and social meetings. Also in 1901 the Kennels were erected for the use of the Puckeridge Hunt²⁹, and the associated Huntman's House, and 1 and 2 Kennel Cottages were erected soon afterwards. Other buildings erected by the Barclay family in the first decade of the C20th include Cole Green Farmhouse, The Lodge at Brent Pelham Hall, 4 and 5 Lower Cottages, 3 and 4 Pump Hill, 1 and 2 Farm Cottages, Stocks View in 1901, and 1 and 2 Pump Hill in 1905. The Old Forge had by this time been converted to a residential use, and a new blacksmiths was erected opposite Meesden Corner Cottage. It should be noted that the Victoria

²⁶ Kelly, 1882

²⁷ Kelly, 1895

²⁸ Kelly, 1906

²⁹ Kelly, 1906

County History, published 1914, mentions that “many of the cottages are thatched”, so it was not until the inter-war years that many cottages were slated or tiled. This change drastically and permanently altered the character and appearance of the village.

3.19 The K6 telephone booth opposite the church was erected in the inter-war period. .By the 1931 Kelly’s Directory there was no mention of the school³⁰.

3.20 After the Second World War successive governments, mindful of Britain’s dependence on cheap food imports before the war, the grave danger of starvation that was only narrowly averted during the war and the post-war grinding unpopularity of food rationing, enthusiastically embraced the newly developed agricultural technologies and chemicals, leading to the intensive industrialisation of food production. Many farmers did well, but this industrialisation led to the further loss of hedges and trees.

3.21 In the late-1950s, instead of demolishing and replacing old houses, it became more common to repair and restore them. Gradually, the conservation-based approach to the historic environment took hold, notably from the mid-1960s. We are the beneficiaries of this movement as witnessed by the substantial number of listed buildings and other historic structures that still grace the village, to be enjoyed by residents and visitors alike.

3.22 The historical maps show that by the time of the 1977-8 OS map Brent Pelham as we see it today was mostly in place. Some modern houses had been built on various sites around the village, including south of Down Hall Farmhouse, and next to Meesden Corner Cottage. The Blacksmiths that had been built opposite Meesden Corner Cottage in the early-C20th had been demolished, and in its place Tanglewood was erected.

3.23 In the 2011 census the population of the Parish of Brent Pelham was 181³¹, which is a 12.6% decrease since 1901, and a 39.3% decrease since 1851.

3.24. This Character Appraisal seeks to identify the special architectural interest, character and appearance of the Conservation Area so that it can be better preserved and enhanced. Fortunately, even though there were many changes throughout the C20th, Brent Pelham has retained much of its local character and distinctiveness.

³⁰ Kelly, 1931

³¹ Office for National Statistics, 2018

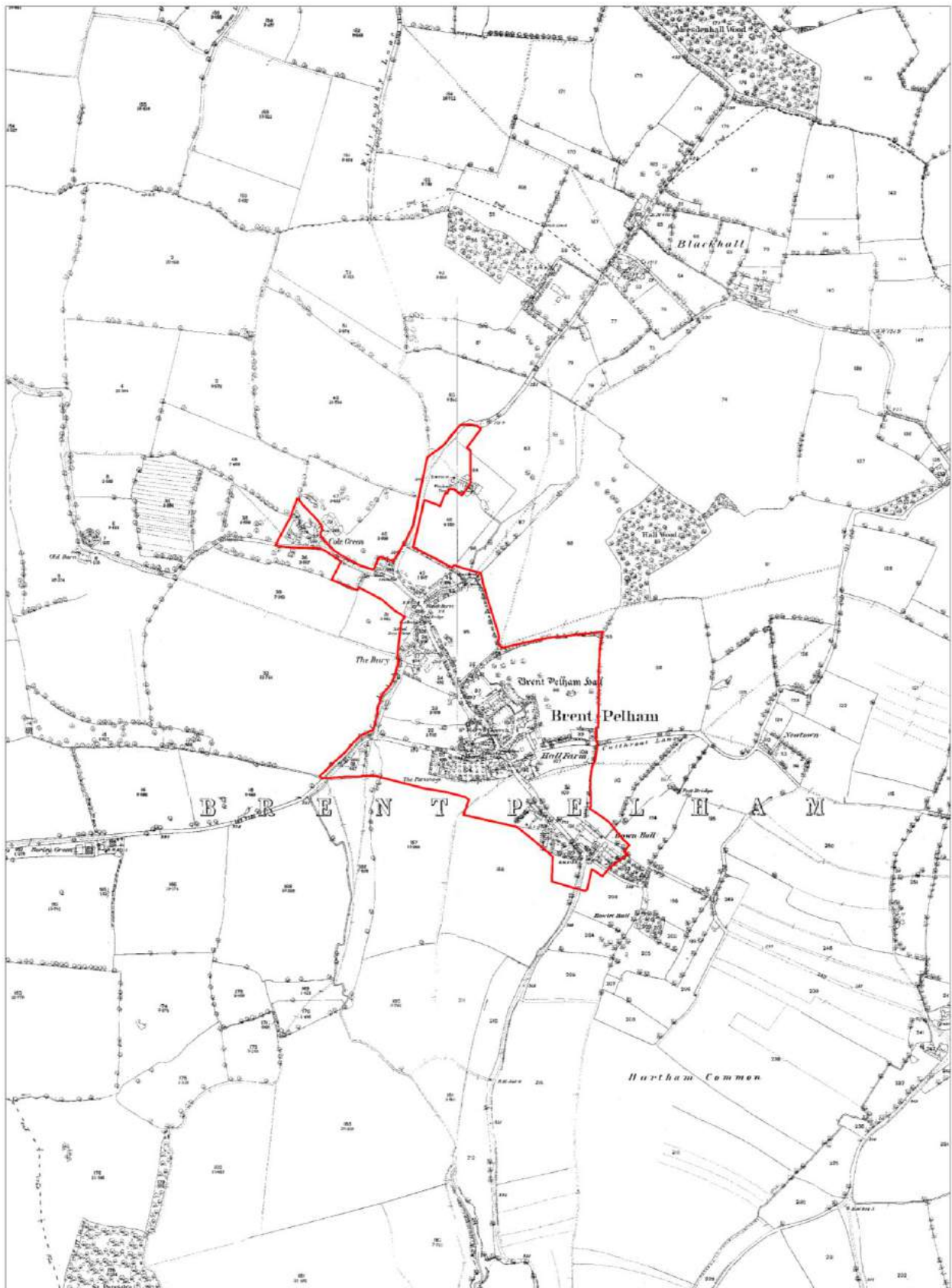


Fig. 2: 1878-81 Historic Ordnance Survey Map

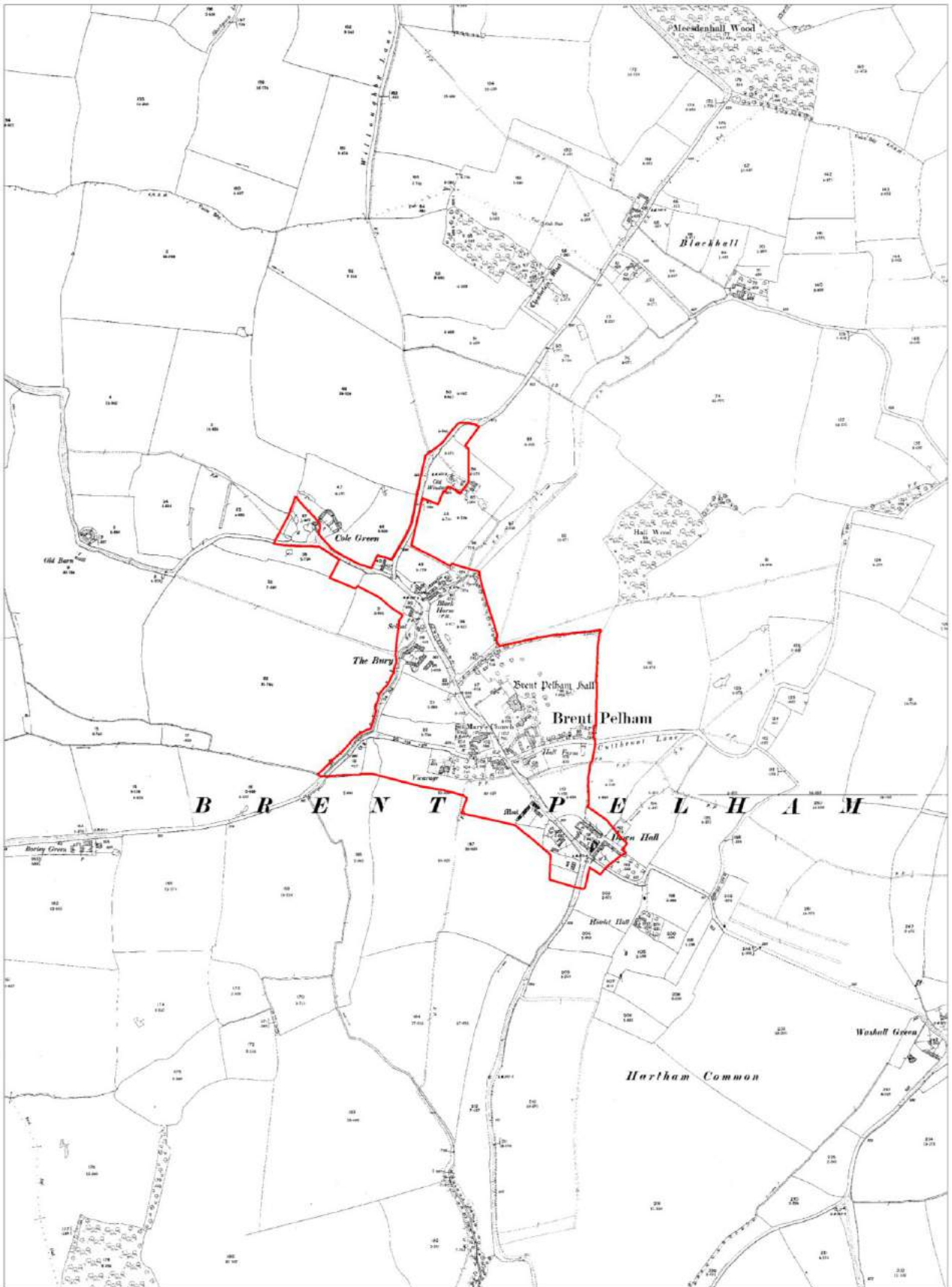


Fig. 3: 1898 Historic Ordnance Survey Map

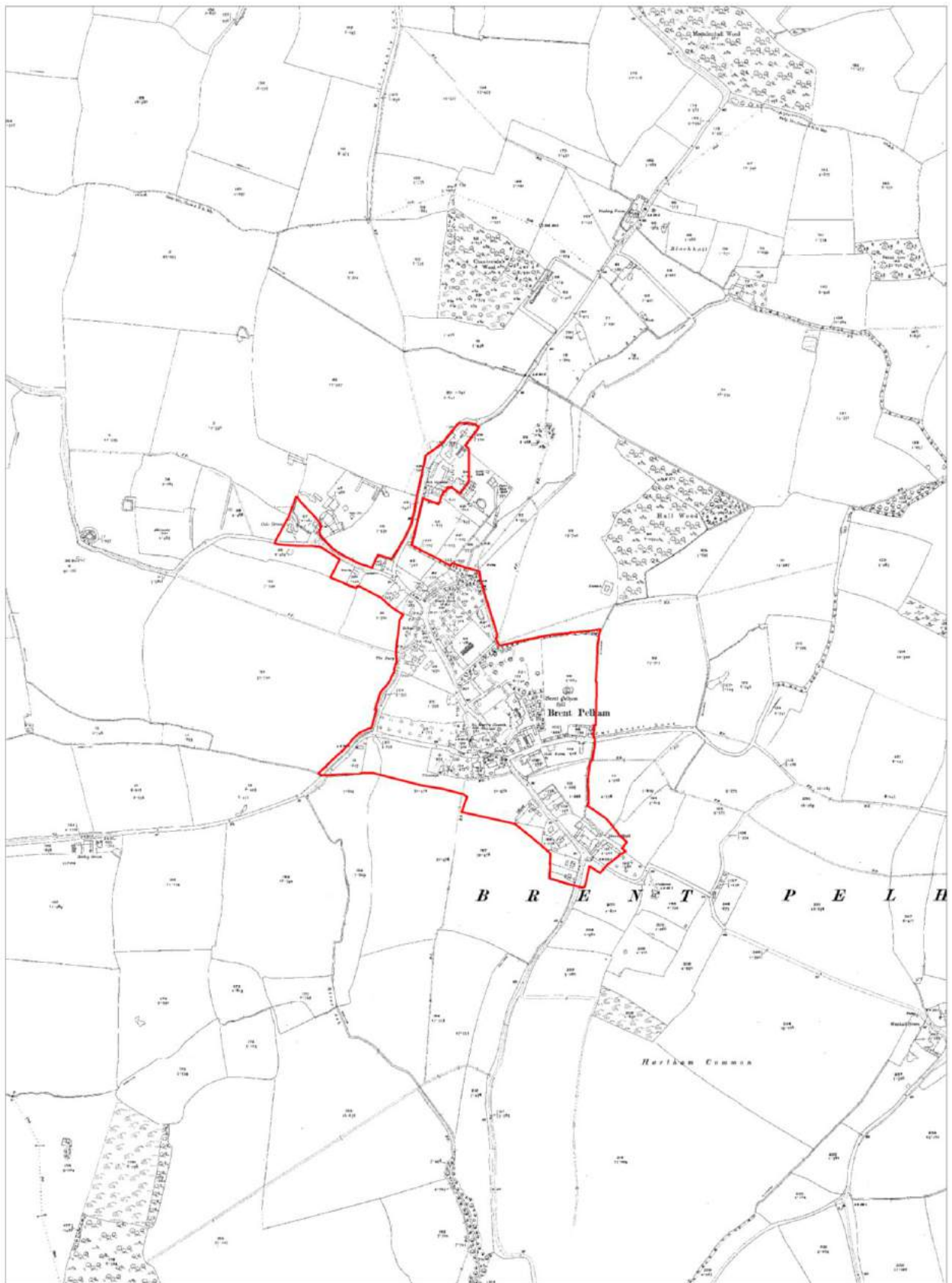


Fig. 4: 1921 Historic Ordinance Survey Map

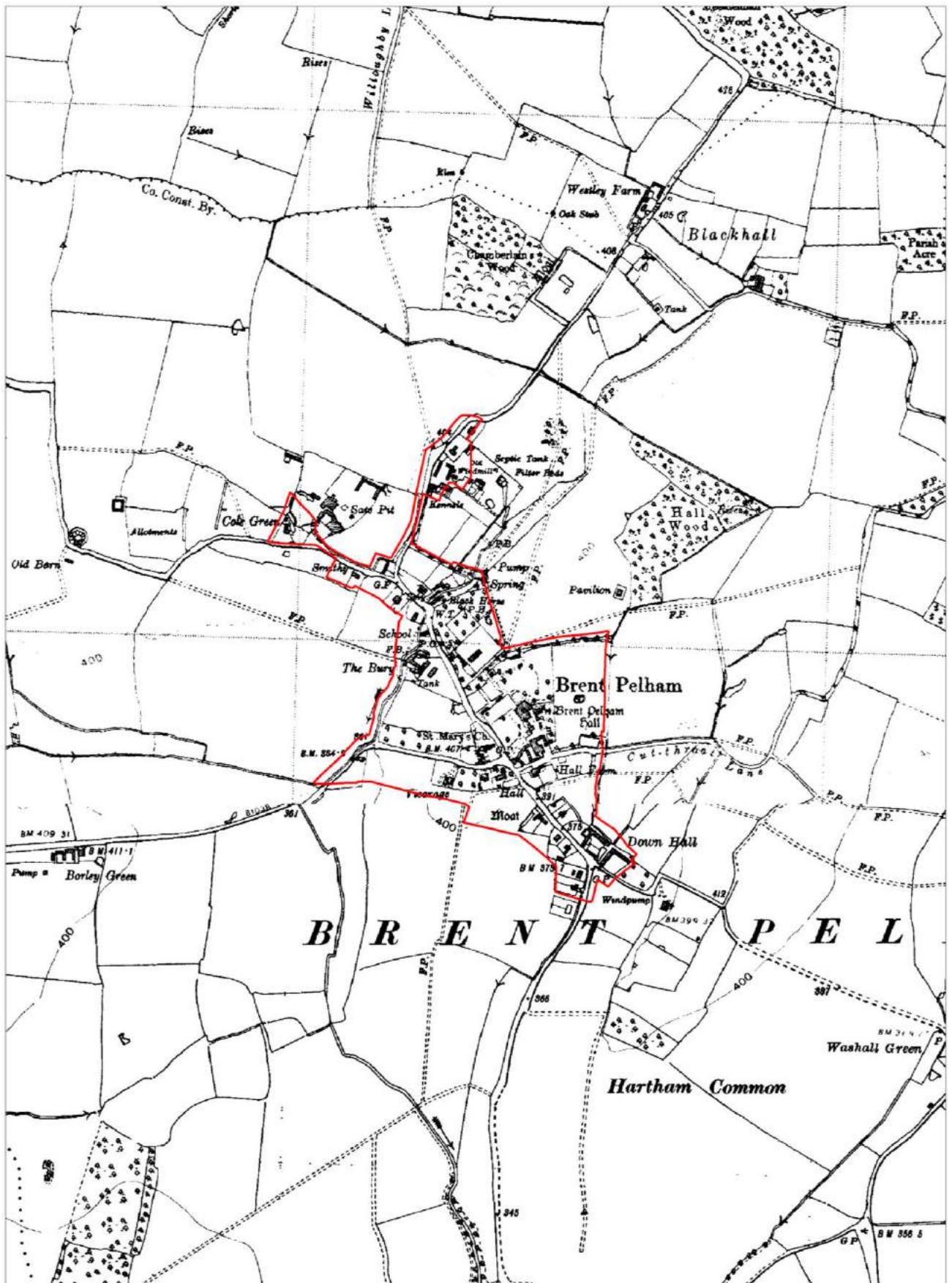


Fig. 5: 1938-1951 Historic Ordnance Survey Map

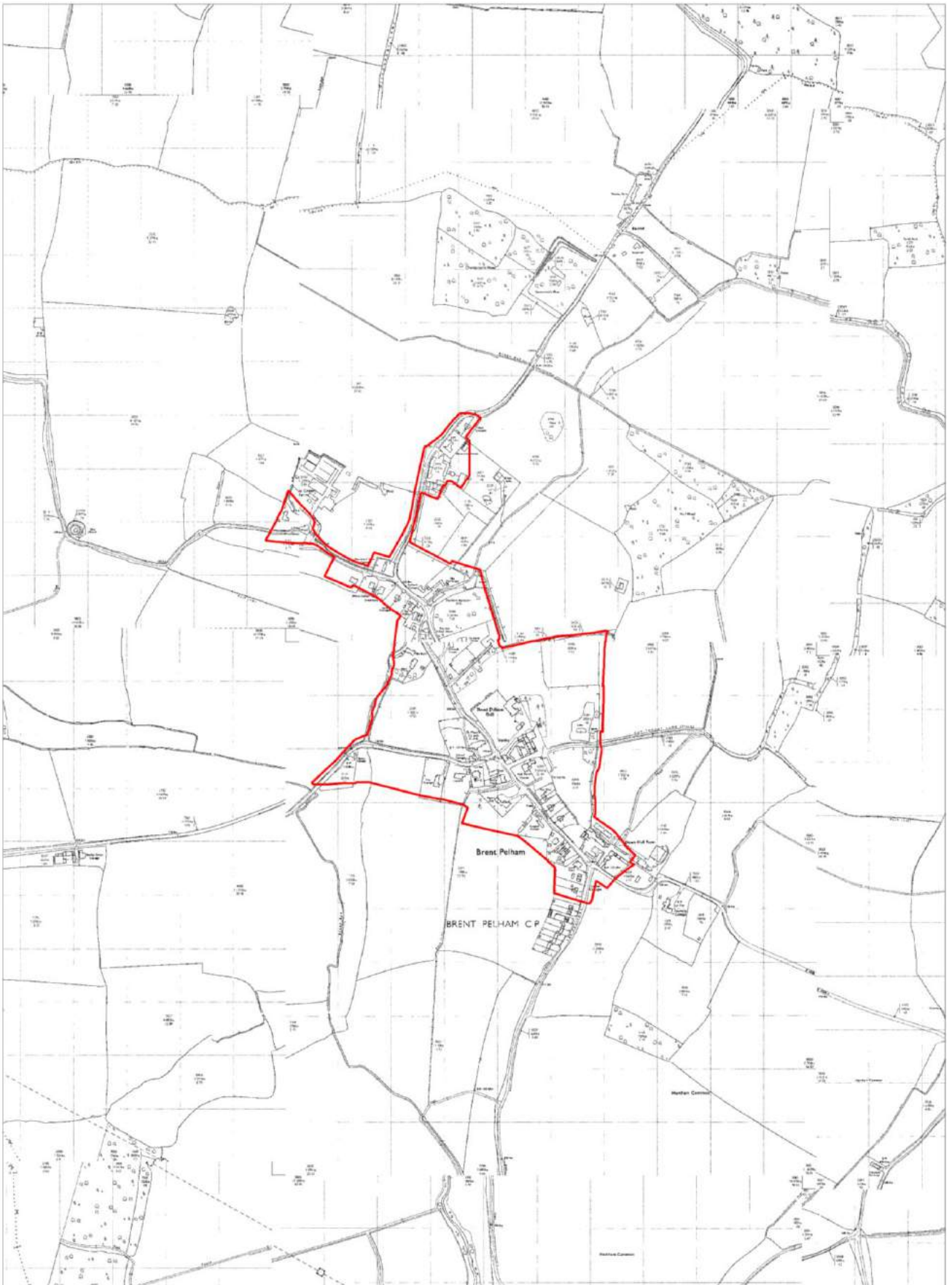


Fig. 6: 1977-78 Historic Ordnance Survey Map

4. Heritage and Environmental Designations and the criteria used to identify other important features.

These can be seen plotted and annotated on the Character Analysis Map on p.31.

4.1. Scheduled Ancient Monuments (a National designation).

There are no Scheduled Ancient Monuments within the Brent Pelham Conservation Area.

4.2. Areas of Archaeological Significance.

These are designated locally by East Herts District Council on advice from Hertfordshire County Council. There is an AAS covering most of the Brent Pelham Conservation Area as per the adopted Local Plan and the emerging District Plan. However, the identification and refinement of such areas is an ongoing process.

4.3. Listed buildings (a National designation).

There are three grades of listed buildings; in descending order of special interest, Grade I (approximately 2.5% of the national total), Grade II* (approx. 5.5%) and Grade II making up the rest. Listed buildings are protected from unauthorised demolition, alteration or extension. They are protected both internally and externally. Structures, including railings and walls, within the curtilage of listed buildings, if they are pre-1948, are also subject to the same controls as listed buildings. Individually listed buildings within the Conservation Area have been identified, plotted and a selected few are briefly described, such abbreviated descriptions being based on the national list, occasionally with additional comments in italics by the fieldworker. Full descriptions can be obtained online at Historic England's website: List.HistoricEngland.org.uk

4.4. Non-listed buildings of quality and worthy of protection.

A number of non-listed buildings and structures make an important positive contribution to the architectural or historic interest of the Conservation Area and are identified in this Character Appraisal. The basic questions asked in assessing such buildings/structures are:

- (a) Is the non-listed building/structure of sufficient architectural or historic interest whose general external form and appearance remains largely unaltered?
- (b) Does the building contain a sufficient level of external original features and materials?
- (c) Has the building retained its original scale without large inappropriate modern extensions that destroy the visual appearance particularly in respect of the front elevation?
- (d) Is the building visually important in the street scene?

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful check list to identify elements in a

conservation area which may contribute to the special interest. The checklist is reproduced in Appendix 1.

4.5. Important trees and hedgerows.

These are identified by this Character Appraisal and shown on the Character Analysis Map on p.31. The basic criteria for identifying important trees and hedgerows are:-

- (a) They are in good condition.
- (b) They are visible at least in part from public view points.
- (c) They make a significant contribution to the street scene or other publicly accessible areas.

4.6. Open spaces or important gaps.

Those that contribute to the character and appearance of the Conservation Area and where development would be inappropriate are identified by this Character Appraisal and on the Character Analysis Map on p.31. The basic question asked in identifying such areas is does the open space or gap form an important landscape feature contributing to the spatial quality, special interest and character and appearance of the Conservation Area? Private open spaces forming an important setting for an historic asset and unkempt spaces that have the potential to be enhanced are candidates for selection subject to complying with the principle question.

4.7. Other distinctive features.

Those that make an important contribution to the special architectural or historic interest, character and appearance are identified by this Character Appraisal. In relation to walls and railings, those at and above prescribed heights in a conservation area - 1m abutting a highway (including a public footpath or bridleway, waterway or open space) or 2m elsewhere - are protected and require permission for their demolition.

4.8 Enhanced controls.

Reference has previously been made to the potential of introducing Article 4 Directions to control minor development in conservation areas in justified circumstances. The character appraisals undertaken to date for other conservation areas have identified that while many architectural and historic features remain unaltered on some non-listed buildings, the exercise of Permitted Development rights has eroded or seen removed such important features in many areas, causing substantial and accumulating harm to the special interest of those conservation areas. Should Members decide to proceed with such an initiative, such important historic detailing including features as identified below could justifiably be retained and inappropriate alterations to them controlled. In time some of the lost architectural detailing could then be restored.

- Chimneys, in good condition, contemporary with the age of the property and prominent in the street scene.

- Windows and doors visible from the street/s, where they make a positive contribution to the special interest and character and appearance of the Conservation Area. An Article 4 Direction made through a Section 71 Conservation Area Management Proposal can be an effective tool in controlling the loss of such features and, where already lost and replaced with inauthentic modern replacements, their restoration.
- Other features might include good quality architectural materials and detailing constructed of wood, metal or other materials.
- Walls or railings which make a positive architectural or historic contribution to the character or appearance of the Conservation Area. It may be appropriate to introduce Article 4 Directions to control the size and design of hard standings and the use of front gardens for off-street car parking.
- It may be appropriate to introduce Article 4 Directions to prevent the installation of PV and solar panels on prominent roof-slopes.
- It may also be appropriate to introduce Article 4 Directions to retain quality buildings below the prescribed Permitted Development threshold.

4.9. Negative features.

Buildings and features that are out of character with the Conservation Area and detract from or harm its special interest or are in poor repair are identified by the Character Appraisal and on the Character Analysis Map on p.31.

4.10. Important views.

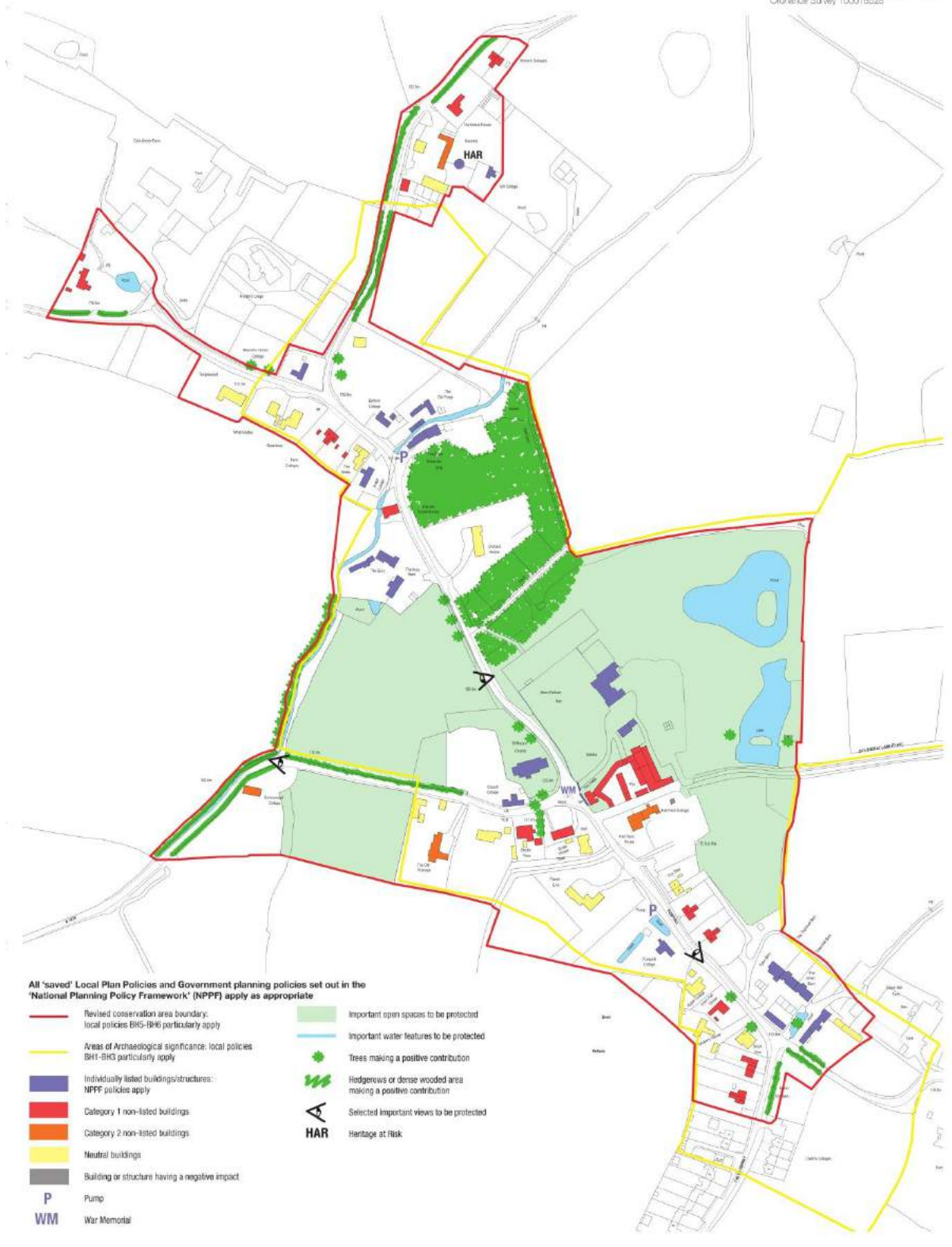
These are identified by the Character Appraisal and on the Character Analysis Map on p.31.

4.11. Conservation Area boundaries.

In suggesting any revisions to the Conservation Area boundaries (see Part C – Conservation Area Management Proposals), principal consideration has been given as to whether or not the land or buildings in question form part of the area of ‘special architectural or historic interest whose character or appearance of which it is desirable to preserve or enhance’. Too often modern development lacks the necessary architectural interest to merit retention. Similarly, large tracts of open space or farmland around a village should not now be included. The Conservation Area can include open land that has historic associations with the built form. Boundaries will normally, but not always, follow existing features on the ground. Boundaries should accord with a distinct change in character or appearance on the ground such that the boundary is clear and defensible. This will often align with property boundaries, which will help in the future administration of the Conservation Area. Where one side of a street is in but the opposite side is not, the boundary would normally follow the crown of the road. Importantly, however and where conservation area legislation protects features such as wall/railings or trees that would otherwise form part of a Conservation Area boundary the latter should be extended a small but obvious distance beyond the protected feature in question to avoid any ambiguity in interpretation as to whether or not it lies within the Conservation Area.

Brent Pelham Conservation Area Appraisal Map 2: Character Analysis Map

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Map 2: Character Analysis Map

5. Character Analysis.

5.1 General Landscape setting.

In terms of its wider setting, the Landscape Character Assessment produced in 2007 as a Supplementary Planning Document designated Landscape Character Areas. The Brent Pelham Conservation Area is within one of these areas, namely Area 148, Anstey and Pelhams Plateau.

The part of the document referring to Area 148 describes the wider area as:- *'The area is an extensive plateau bounded by the valleys of the Rivers Quin and Ash to the west and the River Stort to the east. The area could also be described as the Essex Marches, sharing similar characteristics with the landscape to the east. An organic, ancient landscape with frequent settlements containing a high proportion of vernacular properties. The plateau is gently undulating and is predominantly used for arable farming other than around settlements where the land-use is often pasture. The area has a strong rural character with many village pubs, flint churches, a good rights of way network and prominent scattered blocks of woodland. An electricity transformer station at Stocking Pelham and the associated high voltage power lines which stride across the landscape are a major eyesore in an otherwise mature landscape where cultural patterns are generally intact'.*

5.2 General overview. Brent Pelham is a typical rural village approximately 4.7 miles from Buntingford and 9.3 miles from Bishop's Stortford. The urban layout runs mostly north to south, focused on Brent Pelham Hall and the Church of St Mary. To the north there is a lane to Meesden, to the west there is a lane to Great Hornead, to south there is a lane to Furneux Pelham and to the west there is a lane to Stocking Pelham.

Brent Pelham is evidence of the typical decline of rural villages and village life across Hertfordshire since the War. The village once served a largely self-sufficient rural area with local trades, a pub, and a post office, to support the village, its outlying farms and the rural community. Today, it is increasingly a dormitory for commuters into the nearby towns, this characteristic only dampened by the lack of a railway line and station. Today, apart from the single surviving pub, the range of other businesses and services has gone, either no longer viable or out-priced by house values. Denied many of the retail and work-settings for village life, civic life, as in so many villages, is now increasingly centred on the church and the surviving pub.

An interesting characteristic of Brent Pelham is the patchiness of historic development, with a number of fields mixed into the heart of the village. Outside the Conservation Area boundary, the mid-C20th houses on The Causeway is not of special interest to warrant inclusion within the Conservation Area due to the use of standard architectural designs lacking in local characteristics and variety, which has left it with a suburban quality at odds with the rural character of the village. It should be ensured through the Planning process that all future additions to Brent Pelham reference local characteristics.

5.3 Scheduled Ancient Monuments.

There are no Scheduled Ancient Monuments within the Brent Pelham Conservation Area.

5.4 Areas of Archaeological Significance.

There is an AAS across most of the Conservation Area, which extends far past the Conservation Area boundary to the east.

5.5 Individually Listed Buildings. There are 19 Listed Buildings within the Conservation Area. Of this total; one dates from the C14th (5.3%), four date from the C16th (21%); nine date from the C17th (47.4%), two date from the C18th (10.5%), two date from the C19th (10.5%), and one dates from the C20th (5.3%). Brent Pelham Hall is a Grade I Listed Buildings, the highest grade of listing. All other Listed Buildings within the Conservation Area are Grade II.

A selection of Listed Buildings with abbreviated descriptions based on the National Heritage List for England entries is provided below. Full details of the various listed buildings in the Conservation Area can be found on the Historic England website at: list.historicengland.org.uk

GRADE I

Brent Pelham Hall, including its gate piers and walls, are Grade I listed. The house is from 1608, following the rebuilding of the original timber-framed hall which was in existence by 1556. It was altered later in the C17th, and again in the late-C19th when works took place that perhaps removed uncharacteristic alterations that had been made in the intervening period, and inserted some reclaimed historic features from other houses. It is of two-storeys and attics, and has three important chimney stacks, all C17th in date, with one of two octagonal shafts, and one of carved brickwork in the form of garlands and fish scale patterns. There is a Victorian wing of 1898. Only glimpses of this fine building can be seen from public areas of the Brent Pelham Conservation Area, but nevertheless the focus of the historic development of the village is centred on this highly significant historic survival, and it is a key aspect of the character of the village.



Fig. 7: Brent Pelham Hall



Fig. 8: The gate piers and walls to Brent Pelham Hall

GRADE II



Fig. 9: The Old Windmill

The C19th smock mill known as the “Old Windmill” is on the 2018 East Herts Heritage at Risk Register, and grant assistance may be available for its repair. It has a plaque over the door that reads 'Erected by W M Halden 1826'. It has an octagonal red brick base surmounted by a timber smock. It ceased work in 1886. It was adapted in the C20th to house a water tank and was clad in corrugated iron. Unfortunately at this time the interior was stripped of all its fittings.

Mill Cottage is C19th, contemporary with the Old Windmill, and is timber-framed and weather-boarded on a brick plinth. It has a slate roof, is of two storeys and three bays, and has a gabled rear extension.

Meesden Corner Cottage is C17th, and is timber-framed, plastered and weather-boarded, with a half-hipped thatched roof. It is of one storey and attics, and is of three bays, with small casement windows, three dormers, and has an axial brick chimney stack.



Fig. 10: Meesden Corner Cottage



Fig. 11: Bythorne Cottage

Bythorne Cottage is a C17th timber-framed cottage that was altered in C18. It is rendered under a plain tiled roof with an axial main chimneystack. It is of two storeys and three bays.



Fig. 12: The Old Forge

The Old Forge and the outbuilding to the south-east are a C17th range of timber-framed buildings, which are weather-boarded and rendered. The main house is thatched, and was formerly one single-storey cottage with attics and one two-storey cottage. The two-storey section is of three bays with an axial chimney stack. The range of C19th timber-framed and weather-boarded outbuildings were formerly used as a forge until the early-C20th.



Fig. 13: The Black Horse PH

The Black Horse Public House is a range of three connected buildings. The southern section is C18th, and is timber framed and rendered under a plain tile roof with an axial chimney stack. The central section is probably C17th, and is timber-framed and rendered under a slate roof. The northern section is a modern conversion of an earlier outbuilding, and is rendered brickwork under a tiled roof.



Fig. 14: Bridge Cottage. This is C16th or earlier, and is timber-framed, rendered and part weather-boarded, under a thatched roof. It is of one storey and attics.

The Bury is an early-C16th timber-framed two-storey house with rendered walls under a tiled roof, with three chimney stacks, and a crosswing on the eastern end. Originally built to a hall-house form, the date 1677 is inscribed on the rear entrance porch which likely signifies when the crosswing and floor were added. The single-storey bay at the west end was added in the C19th and in the late-C19th was used as the village post office. To the south-west of The Bury (and now linked to the house) is a C17th or earlier timber-frame five-bay barn, which had a floor inserted in the C18th, and a brickwork end bay incorporating a large chimney, above a fireplace and bread oven. To the south-east of The Bury is a C17th timber-frame five-bay double-aisled barn which is now a separate dwelling. The historic maps show that this group formerly had a southern barn or outbuilding, so that together they enclosed a central yard, but this was demolished in the mid-C20th when the agricultural use ceased.



Fig. 15: The Bury and the Barn to the south-west of The Bury



Fig. 16: The Church of St Mary

The Church of St Mary is a mid-C14th parish church in flint rubble, with a mid-C15th west tower of three stages, and an embattled parapet with a 'Hertfordshire spike' spire. It was heavily altered in the 1861-2, when the porch was built, the north organ chamber was added, most of the windows were renewed, and many internal features and fittings were removed. Surprisingly it was not listed until 1967. The church replaced an earlier church on the site, which was recorded in the C13th as being of poor quality construction.

Next to the Church of St Mary, and forming a picturesque grouping, is the C16-17th Church Cottage, a timber-frame building under a thatched roof, of one storey and attics. The cottage was previously subdivided into two dwellings.

To the south-east of Brent Pelham Hall is an C18th red brick single-storey Billiard Room under a slate roof.

Opposite the church is a K6 telephone box, of the type designed in 1935 by Sir Giles Gilbert Scott. They were made in cast iron by various contractors. It has now been converted to house a defibrillator.



Fig. 17: Church Cottage



Fig. 18: K6 Telephone box



Fig. 19: Stocks and Whipping Post. Outside the gates of the Church of St Mary is a C17th combined stocks and whipping post. The stocks have six leg holes and the whipping post has three wrist holes.

Pumphill Cottage is a C17th timber-framed cottage that is rendered and weather-boarded under a thatched roof. It has a central axial chimney stack and a gable chimney stack at its eastern end. In the C19th the cottage was subdivided into two dwellings, but it was converted back to a single dwelling in the C20th.



Fig. 20: Pumphill Cottage



Fig. 21: The Thatched Barn

The Thatched Barn is a C18th timber-framed five-bay barn, which has traditional black weatherboarding under a thatched roof. Formerly associated with Downhall Farm, it has now been converted to residential use.

Down Hall Farmhouse is a C17th timber-framed two-and-a half-storey house with gabled crossings to the northern and southern ends. It has rendered walls under a tiled roof, and a central chimney stack with diagonally set square shafts.



Fig. 22: Down Hall Farmhouse

5.6. Important buildings within the curtilages of Listed Buildings.

It should be noted that s.1(5) of the Planning (Listed Buildings and Conservation Areas) Act 1990 extends the protection of the listing given to the main building to include curtilage structures, buildings and boundaries. These have, therefore, enhanced protection above that provided by being within a conservation area.

5.7. Non-listed buildings that make an important architectural or historic contribution.

This Character Appraisal identifies other buildings of high quality that are not listed but that should be retained. These principally date from the late-19th and early-C20th century and are an important element in the built form and historic evolution of the Conservation Area and make a positive contribution to its special interest, character and appearance.

Category 1 buildings are shown red on the Character Analysis Map and are well-preserved and retain most important architectural features, for example good quality windows, chimneys and other architectural features that are considered worthy of additional protection through an Article 4 direction.

Category 2 buildings are shown in orange on the Character Appraisal Map and are good buildings, clearly worthy of retention but which have lost some key architectural features or have suffered modern replacements out-of-keeping with the building. These buildings are considered worthy of restoration which additional planning controls through an Article 4 direction would help deliver (and then, subsequently, retain).



Fig. 23: Interesting outbuilding at The Kennels in a poor state of repair



Fig. 24: Huntsman's House, built in the first decade of the C20th



Fig. 25: Stables and outbuildings at The Kennels



Fig. 26: 1 and 2 Kennels Cottages, built in the first decade of the C20th



Fig. 27: Cole Green Farmhouse, built in the first decade of the C20th



Fig. 28: 1 and 2 Farm Cottages, built in the first decade of the C20th.



Fig. 29: The Old Schoolhouse. A mid-C19th school building converted into a house in the mid-C20th.



Fig. 30: Stocks View dated 1901 and initialled EEB



Fig. 31: The Village Hall, built in the early-C20th



Fig. 32: The Lodge outside Brent Pelham Hall



Fig. 33: 1 and 2 Pump Hill dated 1905 and initialled EEB



Fig. 34: The Old Vicarage, a mid-C19th (post 1839) house extended in the late-C19th and C20th



Fig. 35: Bonnymead Cottage



Fig. 36: Hall Farmhouse. An attractive mid-C19th building but it would be improved by the removal of the exterior pipework on the principal elevation.



Fig. 37: Outbuildings and Stables at Hall Farm



Fig. 38: 3 and 4 Pump Hill, built in the first decade of the C20th



Fig. 39: Downhall House, built late-C19th



Fig. 40: 1, 2, and 3 Lower Cottages, built late-C19th



Fig. 41: 4 and 5 Lower Cottages, built in the first decade of the C20th

5.8 Walls, railings and gates that make an important architectural or historic contribution.

Walls, railings, and gates so identified are protected to varying degrees by virtue of exceeding specified height relevant to the Conservation Area or by being listed or within the curtilage of a listed building. Notable and attractive features include:

- a) The railings outside The Lodge
- b) The railings around a grave at the eastern end of the Church



Fig. 42: The railings outside The Lodge



Fig. 43: The railings around a grave at the eastern end of the Church

5.9 Other distinctive features that make an important architectural or historic contribution.

There are various other distinctive features within the Conservation Area that make a positive contribution to its character and appearance. These include, but are not limited to, the following:

- a) The War Memorial
- b) The pump on Pump Hill
- c) The pump outside The Black Horse PH
- d) The carved bench outside The Village Hall



Fig. 44: The War Memorial



Fig. 45: The pump on Pump Hill



Fig. 46: The pump outside The Black Horse PH



Fig. 47: A C21st unique and memorable hand carved bench.

5.10 Important Open Spaces. Within the Brent Pelham Conservation Area there are various areas of open space identified as being of particular importance to the character and appearance of the Conservation Area. These are:

- a) The grounds of Brent Pelham Hall
- b) The field north of the church
- c) The field west of The Old Vicarage
- d) The churchyard of the Church of Saint Mary
- e) Land to the east of Pump Hill

These areas of open space should be protected from development that would harm their open character through the Planning Process.



Fig. 48: The Church of St Mary views across the open land to the north, known locally as “Bumbles Field”.

5.11 Wildlife sites.

There are no designated wildlife sites within the Brent Pelham Conservation Area.

5.12 Historic Parks and Gardens.

A Locally Important Historic Park and Garden has been designated at the grounds of Brent Pelham Hall. This was identified as being of Local importance in the East Herts 2007 Historic Parks and Gardens Supplementary Planning Document. The majority of this identified area falls within the boundary of the Conservation Area.

The entry reads: “*Brent Pelham Hall, Brent Pelham: 17th Century House, Grade I on site of earlier 16th Century timber framed building, with formal gardens, walled gardens, lake, lime avenue (linking house to St. Marys Church). 1898 Victorian wing added, stables, modern ancillary buildings. Currently (2006) being upgraded to*

design of Kim Wilkie, Landscape Architect, with new tennis courts, potages, kitchen garden, summerhouse, fish pond”.

5.13 Particularly important trees and hedgerows.

Those trees that are most important are shown very diagrammatically on the Character Analysis Map on p.31. They are:

- a) Two trees to the west of Meesden Corner Cottage
- b) Two trees to the east of Meesden Corner Cottage
- c) Three trees along the road north of the church
- d) Four trees in the churchyard
- e) Four trees next to The Village Hall
- f) Trees either side of the lake in the grounds of Brent Pelham Hall
- g) Tree outside of Downhall House
- h) Tree outside of Down Hall Farmhouse
- i) Tree outside of South View

The robust hedgerows that are typical of the area form strong boundaries, and enable a decisive change of character between the village and the open countryside beyond. Various important hedgerows which help define the boundaries of the village and positively influence the character and appearance of the Conservation Area have been identified on the Character Analysis Map on p.31. They are:

- a) Along the north side of the road along Conduit Lane
- b) Either side of Pump Hill south of Down Hall Farm
- c) Along the east side of The Causeway
- d) South of Cole Green Farmhouse
- e) Along either side of the lane up to The Kennels
- f) Along the boundary of Bonnymead Cottage

There is a dense wooded area between the Black Horse PH and Brent Pelham Hall, as shown on the Character Analysis Map on p.31. This forms a strong defined boundary between the urban area along the street and the open fields beyond, and has a positive impact on the character and appearance of the Conservation Area.

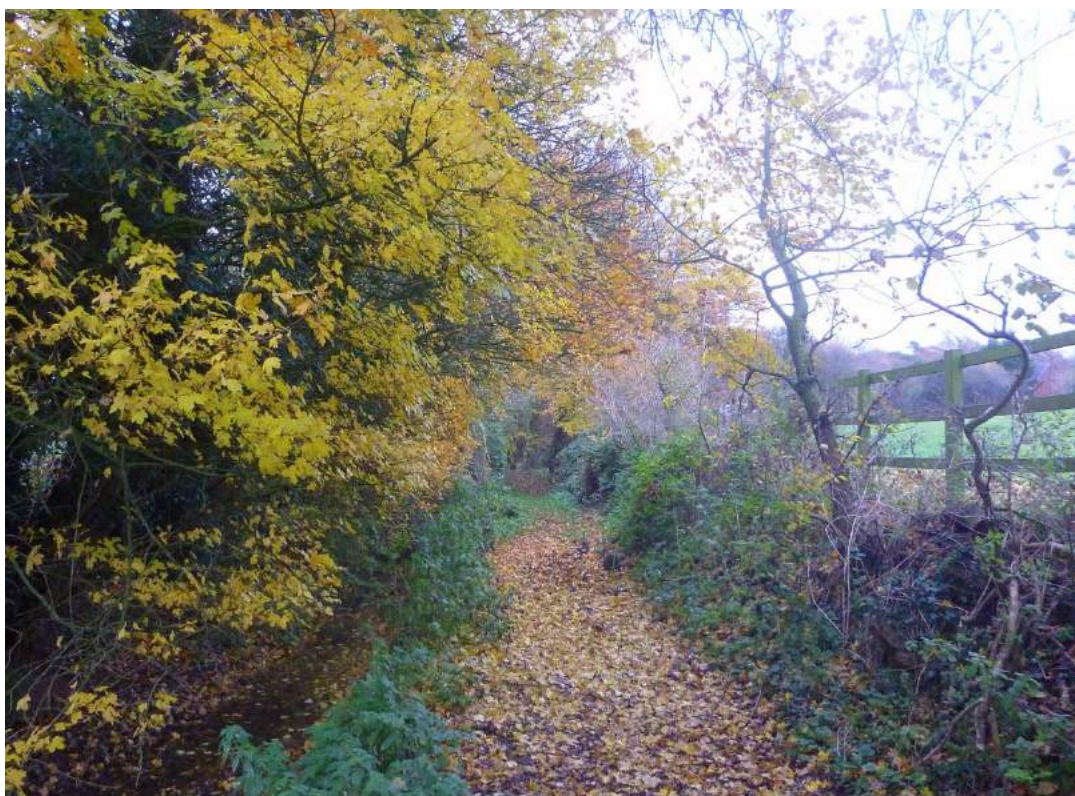


Fig. 49: Trees line the path along the River Ash



Fig. 50: A prominent tree at the bottom of Pump Hill



Fig. 51: Trees either side of the road heading north past Brent Pelham Hall



Fig. 52: Prominent trees in the grounds of Brent Pelham Hall



Fig. 53: Tree on lane towards The Kennels

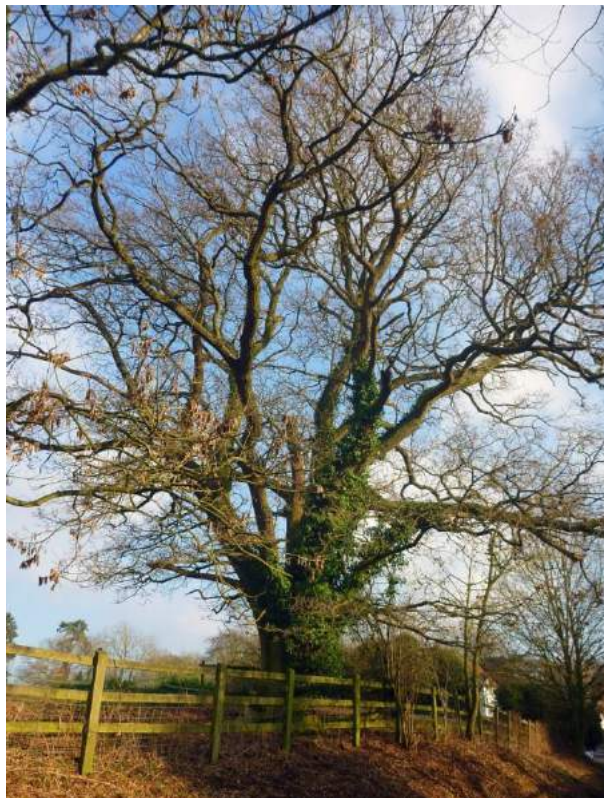


Fig. 54: Tree past Meesden Corner Cottage



Fig. 55: Tree outside the Black Horse PH



Fig. 56: Trees opposite The Old School House

5.14 Important views.

A selection of important views to be protected is shown on the Character Analysis Map on p.31. These are all located along The Street, which forms the West-East spine that runs through the village. As per the 'eye' symbol shown on the Character Analysis Map, they are:

- a) View looking east along Conduit Lane
- b) View looking north along Pump Hill.
- c) View looking across the open space to the north of the church, known locally as "Bumbles Field".



Fig. 57: View looking east along Conduit Lane



Fig. 58: View looking north along Pump Hill.

5.15 Elements harmful to the Conservation Area.

The Character Analysis Map on p.31 shows buildings and places that make no particular contribution to the special interest of the Conservation Area ('neutral') and those that are actually harmful. The demolition of the former would not normally be a concern, subject to the details of the replacement being known and the opportunity to secure development that makes a positive contribution being taken. Often these are post-war infill properties where insufficient attention has been paid to reinforcing local building forms, character, architectural details and materials. For those features causing actual harm, it would be highly desirable to see these removed and replaced with forms of development of appropriate designs that make a positive contribution to the special interest of the Conservation Area. Whilst seeking such enhancements, we will need to be mindful of the South Lakeland Case, where the House of Lords decided that a development that merely maintains the status quo, perhaps by replacing a building that detracts from the character and appearance of the conservation area with a similarly detrimental building, would satisfy the statutory consideration. However, since that decision the NPPF has been adopted which seeks positive improvement in conservation areas. Therefore in order to comply with both the statutory consideration and the NPPF policies we are required to take into account the desirability of opportunities to enhance the character and appearance of a conservation area. As such, whilst the South Lakeland case is still relevant to the interpretation of statute, its effect on decision-making has been somewhat negated by the policies in the NPPF.



Fig. 59: Dilapidated building behind Hall Farmhouse.

5.16 Threats and Opportunities

It is important that all new buildings that will fall within the Conservation Area boundary properly respond to their context. A threat to the character and appearance of the Conservation Area is inappropriate new development, using unsuitable architectural cues and/or inappropriate modern materials. New, sustainable buildings which fully respond to their context, with thoughtful, ambitious and memorable architectural designs, and a suitable choice of traditional materials or, where appropriate to the design, high quality tasteful modern materials are a real opportunity to enhance the character or appearance of the Conservation Area.

5.17 Suggested Boundary Changes.

Councils have a responsibility to ensure such areas justify conservation area status and are not devalued through the designation of areas that lack special historic or architectural interest. Prior to the proposed revisions set forth in this document, the boundaries of the Brent Pelham Conservation Area have been unchanged since the area was designated in 1977. In a number of places the existing area does not define, as current Historic England guidance requires they should, where there was a clear change of character and a defensible boundary.

The boundary changes proposed to be adopted through Part C – Conservation Area Management Proposals on p.31 relocate the boundary to locations that correctly define the relevant change of character from settlement to countryside.

6. Summary of Special Interest of the Brent Pelham Conservation Area

The overall characteristics of the Conservation Area can be summarised as follows:

- a) A historic village with many significant buildings demonstrating layers of historic evolution. The surrounding landscape is largely farmland underlining the rural past of the village.
- b) The public realm is of a rural character, and the village has avoided excessive traffic management measures which have blighted many other villages in Hertfordshire.
- c) Buildings in general follow a clear building line along the street. They are mainly two storeys and of traditional construction, design and materials.
- d) The village is punctuated by fields and holdings that abut it or are visible immediately behind the array of houses – testimony to its rural origins and the ad hoc nature of development in the past.
- e) The village is quite visually enclosed with most long views being along the undulating roads. Views of the surrounding countryside mainly unfold beyond the line of houses although peeks between houses of trees are important. There are a number of good transverse views giving a sense of space and the rural setting.

7. Summary of Issues

Issues facing the Conservation Area at present can be summarised as follows:

- a) Many good quality historic houses have been harmed by poor quality alterations and the use of modern materials. Increasing public interest in photovoltaic (PV) and solar panels has much potential to cause harm. Such matters contribute to the declining quality and run-down appearance of parts of the Conservation Area. Consideration should be given to introducing an Article 4 direction to control minor development, arrest the decline of the area and, in time, restore those buildings presently harmed by poor quality alterations.
- b) The loss of timber windows and doors and other architectural joinery and their replacement with PVCu, aluminium or other inappropriate modern materials is a particular threat. The use of slim line double-glazed units in non-listed buildings is generally acceptable with, in many instances, the casements and sashes capable of adjustment to accommodate the units. If not, new double-glazed timber frames may be acceptable provided that the original window design and materials are replicated.
- c) It should be assumed that, as a popular village, that development pressure will continue that seeks to meet housing demand. Cul-de-sac development should avoid being overly self-contained and be designed to ensure good secondary links with adjacent sites. Much recent housing has been of only neutral quality that has diluted the character and appearance of the area. High quality design and materials that reinforces local character should be demanded of all future development within the Conservation Area.
- d) Where buildings are identified on the Character Analysis map as being 'neutral' it must be possible to redevelop to a high design standard such that the replacement property enhances the character and appearance of the Conservation Area.
- e) Reasonable steps should be taken to protect local facilities as a means of supporting village life.
- f) There are private gardens around many of the houses. These contribute greatly to views from and between the houses and are important for wildlife. Their loss to piecemeal development would have an adverse effect on the character of the area.

The issues raised above can be brought under planning control with an up-to-date and rigorously applied Article 4 direction. Steps to seek the restoration of lost vernacular features may also be sought both through local policy, and the persuasion of the owners.

PART C – CONSERVATION AREA MANAGEMENT PROPOSALS

8. Management Proposals.

8.1. Revised Conservation Area Boundary.

The revised boundary is shown on the Character Analysis Map on p.31 and includes the following amendments.

- a) De-designate: Land south of Down Hall Farmhouse.

To remove areas of no special interest.

- b) De-designate: Strips of land either side of the road north of Meesden Corner Cottage.

To remove areas of no special interest.

- c) Designate: Land around Huntsman House and the Old Windmill.

To include areas of special interest.

- d) Designate: Lane west of Meesden Corner Cottage and land around Cole Green farm.

To include areas of special interest.

- e) Designate: Land north of The Bury.

To rationalise the boundary.

- f) Designate: Land at Bonnymead Cottage and land to east of Bonnymead Cottage.

To include areas of special interest.

- g) Designate: Land west of Pipers End.

To rationalise the boundary.

- h) Designate: Land west of Apple Cottage.

To rationalise the boundary.

- i) Designate: Land north-east of Downhall Barn.

To rationalise the boundary.

8.2. General Planning Control and Good Practice within the Conservation Area.

All 'saved' planning policies are contained in the East Herts Local Plan Second Review adopted in April 2007. It is currently in the context of this document and the National Planning Policy Framework (NPPF) that the District Council will process applications. The NPPF is supplemented by Planning Practice Guidance. One such guidance note of particular relevance is 'Conserving and Enhancing the Historic Environment'. Historic England is also committed to the production of a series of 'Good Practice Advice' notes to supplement the above. In due course the 2007 Local Plan will be replaced by the District Plan whose policies will then have full weight.

8.3. Contact and advice.

Applicants considering submitting any application should carefully consider the relevant policies and if necessary contact Officers to seek pre-application advice.

Telephone: 01279 655261

E-mail: planning@eastherts.gov.uk

Website: www.eastherts.gov.uk

Or write to: Development Management, East Herts District Council, Wallfields, Pegs Lane, Hertford, SG13 8EQ

8.4. Guidance Notes.

Applicants may also wish to refer to one of the several Guidance Notes previously referred to and available on the Council's website at:-
www.eastherts.gov.uk/conservationareas

8.5. Development Management - Potential need to undertake an Archaeological Evaluation.

Within the sites designated as being an Area of Archaeological Significance (as shown on either the adopted Local Plan or emerging District Plan), the contents of policies BH1, BH2 and BH3 are particularly relevant.

8.6. Listed Building Control and Good Practice.

Those buildings that are individually listed are identified on the Character Analysis Map on p.31 and within the text of this document. Other pre-1948 buildings, structures or walls within the curtilage of a Listed Building may be similarly protected in law. Please seek pre-application advice on this point. Listed Buildings are a significant asset in contributing to the quality of the Conservation Area. It is essential that their architectural detailing is not eroded nor their other qualities and settings compromised.

8.7. Development Management – Unlisted Buildings that make an Important Architectural or Historic Contribution.

This Character Appraisal has identified at 5.7 a number of unlisted buildings/ groups of buildings that make an important architectural or historic contribution to the character or appearance of the Conservation Area. Any proposal involving the demolition of these buildings is unlikely to be approved.

8.8. Development Management – Other unlisted distinctive features that make an Important Architectural or Historic Contribution.

This Appraisal has identified various railings, walls, and gates that make a particular contribution to the character of the Conservation Area. Some are protected from demolition by virtue of exceeding the specified heights relevant to Conservation Area legislation or by Listed Building legislation. Any proposal involving the demolition of these railings, walls, and gates is unlikely to be approved. Removal of other PD rights involving the alteration of non-listed railings, walls, and gates will be considered.

8.9. There are other distinctive features that are integral to some of the important unlisted buildings identified above that make an important architectural or historic contribution, including chimneys, windows and other architectural detailing. In some situations protection already exists through existing planning controls but in other cases protection could only be provided by removing Permitted Development Rights via an Article 4 Direction. Should the Council consider such a course of action appropriate there would be a process of notifying the affected owners separately at a later date. The Council would then consider any comments made before deciding whether to confirm or amend the Direction.

8.10. Development Management – Wildlife Sites. Any development that adversely affects wildlife species occupying such sites will not normally be permitted and would need clear justification. Proposals will be considered against Policies ENV14 and ENV16 of the Local Plan.

8.11. Development Management – Important Historic Parks and Gardens. EHDC Supplementary Planning Document 'Historic Parks and Gardens' has identified the grounds of Brent Pelham Hall as being of local importance. Proposals that significantly harm such gardens special character will not be permitted and will be considered against Policy BH16.

8.12. Planning Control – Important open land, open spaces and gaps.

This Character Appraisal has identified the following particularly important open spaces:

- a) The grounds of Brent Pelham Hall
- b) The field north of the church (known locally as "Bumbles Field")
- c) The field west of The Old Vicarage
- d) The churchyard of the Church of Saint Mary
- e) Land to the east of Pump Hill

These open spaces will be protected. Other open spaces within the village, e.g. the school playing field, may have high amenity value but lack conservation special interest.

8.13. Planning Control – Particularly important trees and hedgerows. Only the most significant trees are shown diagrammatically. It has not been possible to plot trees on inaccessible land. Subject to certain exceptions all trees in a Conservation Area are afforded protection and a person wanting to carry out works has to notify the Council. Trees that have not been identified may still be considered suitable for

protection by Tree Preservation Orders. Owners are advised to make regular inspections to check the health of trees in the interests of amenity and Health and Safety.

8.14. Planning Control - Important views. A selection of general views is diagrammatically shown. Policy BH6 is particularly relevant.

8.15. Enhancement Proposals. The Character Appraisal has identified a number of elements that detract which are summarised in the Table below together with a proposed course of action; other actions are also identified. Within the staff and financial resources available, Council Officers will be pro-active and provide assistance. It must be recognized that such improvements will generally be achieved only with the owner's co-operation.

8.16 Schedule of Enhancement Proposals

Detracting element	Location	Proposed Action.
Historic pump	Pump Hill	Paint pump and ensure long-term maintenance
Railings in Graveyard	Churchyard of Church of St Mary	Paint railings and ensure long-term maintenance
Building in state of disrepair at Hall Farm	To rear of Hall Farm House	Building should be taken down and site should be cleared
Outbuilding in a poor state of repair	By the roadside at The Kennels	Owner should undertake repairs that preserve this buildings interesting historic character. If this building had no use, a new use should be found that secures future maintenance.
Grade II listed former windmill in a poor state of repair, and included on the 2018 EHDC HAR register	The Old Windmill at The Kennels	Owner should undertake repairs that preserve this buildings interesting historic character. If this building had no use, a new use should be found that secures future maintenance.
Loss of local facilities that is eroding village life and changing the character of the area.	Extensive.	Through Neighbourhood Plan, planning system and associated protection measures.
Poor quality alterations and materials implemented under permitted development rights.	Scattered	Seek to implement an Article 4 direction. Protect and preserve surviving features and seek to restore previously lost features through future planning applications.

PVCu replacement window and doors and thick double glazing.	Scattered	Seek to implement an Article 4 direction. Retain historic originals and improve quality through future planning applications.
Modern development of neutral architectural quality harming the character and appearance of the CA.	Scattered	Seek better architectural quality that reinforces local styles and materials for future developments through the planning system.
Pressure for back-land development on gardens.	Scattered	Avoid harm through the planning system.
Other Actions.		
For discussion with Parish Council and community.		

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Appendix 1

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful checklist to identify elements in a conservation area which may contribute to the special interest. The checklist is reproduced below:-

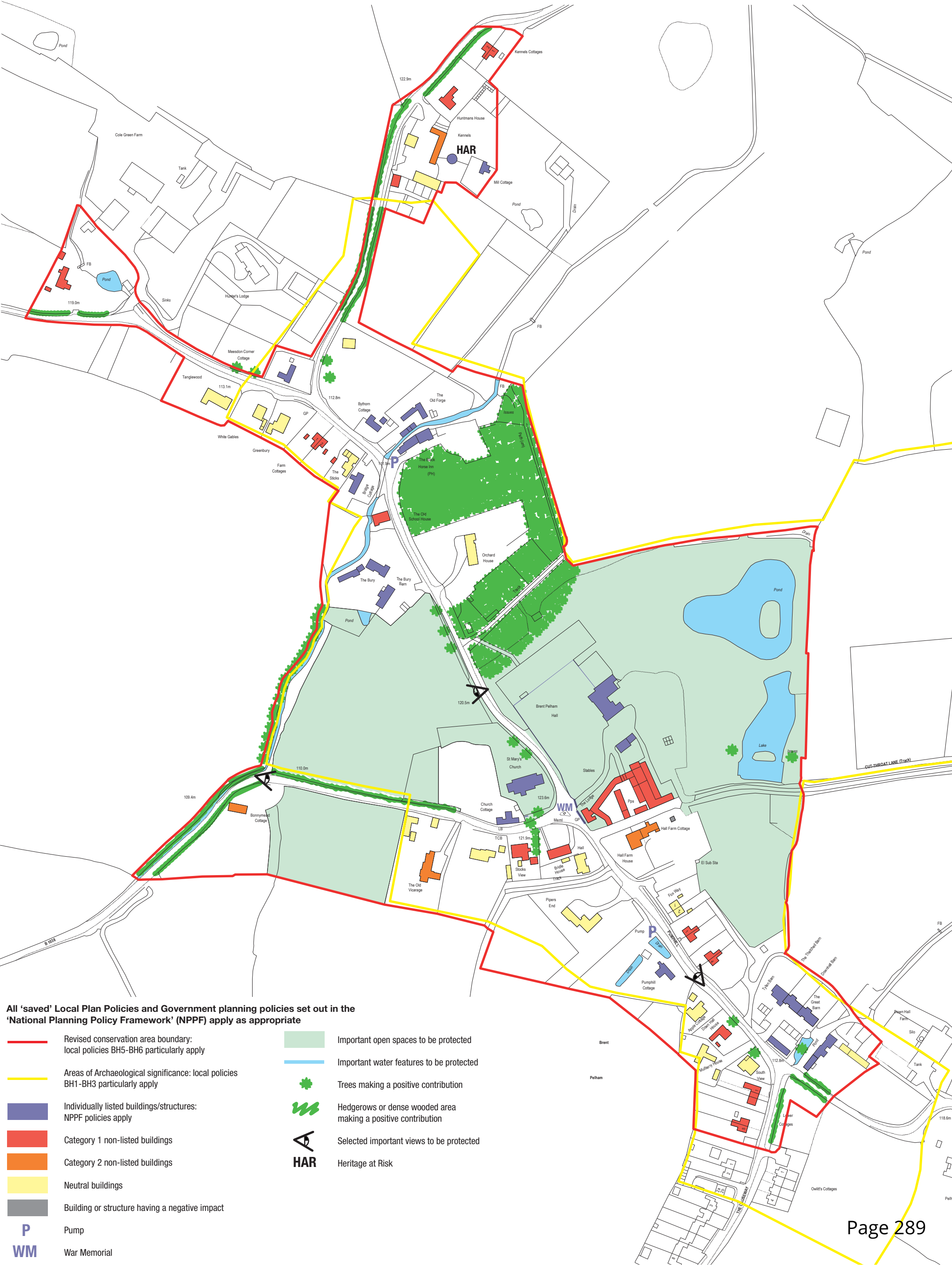
- Is it the work of a particular architect or designer of regional or local note?
- Does it have landmark quality?
- Does it reflect a substantial number of other elements in the conservation area in age, style, materials, form or other characteristics?
- Does it relate to adjacent designated heritage assets in age, materials or in any other historically significant way?
- Does it contribute positively to the setting of adjacent designated heritage assets?
- Does it contribute to the quality of recognisable spaces including exteriors or open spaces with a complex of public buildings?
- Is it associated with a designed landscape e.g. a significant wall, terracing or a garden building?
- Does it individually, or as part of a group, illustrate the development of the settlement in which it stands?
- Does it have significant historic association with features such as the historic road layout, burgage plots, a town park or a landscape feature?
- Does it have historic associations with local people or past events?
- Does it reflect the traditional functional character or former uses in the area?
- Does its use contribute to the character or appearance of the area?

A positive response to one or more of the following may indicate that a particular element within a conservation area makes a positive contribution provided that its historic form and values have not been eroded.

Brent Pelham Conservation Area Appraisal

Map 2: Character Analysis Map

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Ordnance Survey 100018528

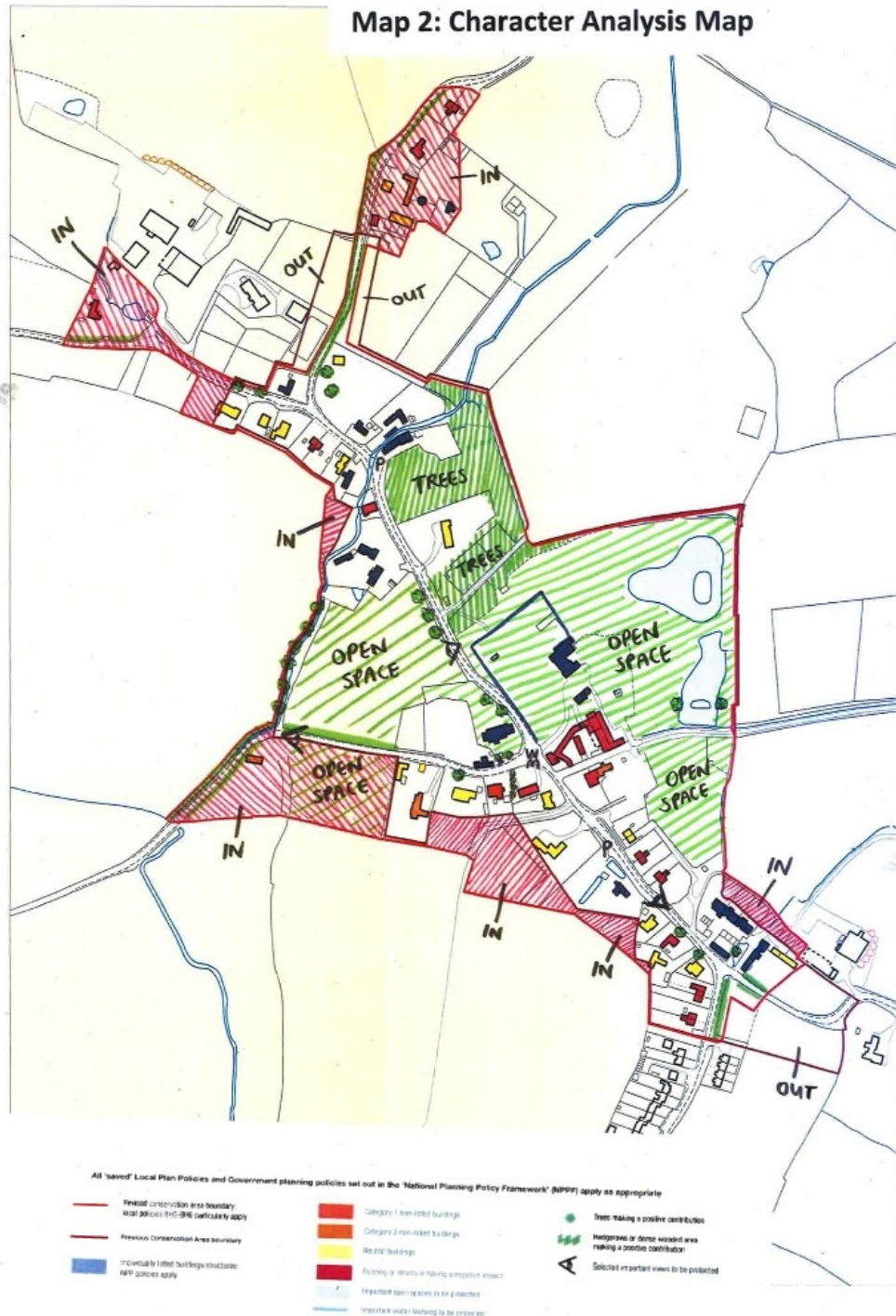


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**PAPER C APPENDIX A - DRAFT OF MAP 2 CHARACTER ANALYSIS MAP
(SHOWS PROPOSED BOUNDARY AMENDMENTS PUT TO PUBLIC CONSULTATION)**

Brent Pelham Conservation Area Appraisal

Map 2: Character Analysis Map



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EAST HERTS COUNCIL

EXECUTIVE - 17 JULY 2018

REPORT BY EXECUTIVE MEMBER FOR DEVELOPMENT MANAGEMENT AND COUNCIL SUPPORT

CRABB'S GREEN CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS

WARD(S) AFFECTED: LITTLE HADHAM

Purpose/Summary of Report

- To enable Members to consider the Crabb's Green Conservation Area Character Appraisal and Management Proposals following public consultation.

<u>RECOMMENDATIONS FOR EXECUTIVE: That Council</u>	
(A)	note that there were no responses to the public consultation and proposed changes to the Crabb's Green Conservation Area Character Appraisal and Management Proposals;
(B)	delegate authority to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and
(C)	support for adoption the Crabb's Green Conservation Area Character Appraisal and Management Proposals.

1.0 Background

- 1.1 East Herts has a rich environmental heritage which includes 42 Conservation Areas. The East Herts Local Plan commits the Council to review its Conservation Areas, a requirement which is also set out in national legislation.
- 1.2 The review of Crabb's Green Conservation Area is one of a series of reviews being undertaken.
- 1.3 Each document identifies the special character of the respective conservation area together with the elements that should be retained or enhanced and those which detract from the identified character. Existing boundaries are reviewed and, where appropriate, practical enhancement proposals are suggested.
- 1.4 Once Members have considered each document and it has been adopted by the Council, it becomes a 'material consideration' in the process of determining planning applications.

2.0 The Crabb's Green Conservation Area Character Appraisal and Management Proposals

- 2.1 The Crabb's Green Conservation Area was designated in 1981.
- 2.2 The production of Management Proposals is a statutory duty under s.71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The associated Character Appraisal is a necessary stage in the devising of Management Proposals as it analyses and describes the character and appearance of the conservation area that the Management Proposals seek to preserve and

enhance.

- 2.3 S.71 of the Act requires that Councils put the Management Proposals to a public meeting, considers the responses received and makes any appropriate amendments before adopting the document.
- 2.4 The Crabb's Green Conservation Area Character Appraisal and Management Proposals were drafted in 2018 and put to a public meeting in Brent Pelham Village Hall on the 16 May 2018 jointly with the Brent Pelham Conservation Area Character Appraisal and Management Proposals. The meeting featured an exhibition showing the proposals and a Conservation Officer was there to answer any questions. The joint meeting was well attended with 22 residents coming to view the proposals. There followed a period of public consultation from 16 May to 27 June 2018.
- 2.5 The 'Consultation Draft' document included a number of amendments to the boundary of the Conservation Area. These are designed to include areas of special interest and make the Conservation Area more logical and defensible, particularly in the context of Planning Appeals. They are detailed in 8.1 of the Management Proposals on p. 35. A large map showing these boundary amendments was displayed at the public meeting and has been included, along with the revised document, in **Essential Reference Paper C** to this report.
- 3.0 Public consultation responses
- 3.1 The Parish Council did not provide any comments or table any further management proposals. No consultee responses were received during the consultation period.

Officers comment. Noted.

There were no objections to the proposed Article 4 direction.

Officers comment. Noted. This and other Management Proposals will be considered for action in due course.

4.0 Adoption of the Crabb's Green Conservation Area Character Appraisal and Management Proposals document

4.1 No other relevant considerations have come to light since the public consultation and, as amended, the Crabb's Green Conservation Area Character Appraisal and Management Proposals document is recommended for adoption by the Council. It can be found at **Essential Reference Paper C** to this report.

4.2. Further minor changes will be incorporated reflecting the status of the final document once Members have considered it for adoption.

5.0 Implications/Consultations

5.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

None

Contact Member: Councillor S Rutland-Barsby, Executive Member for Development Management and Council Support.
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Urban Design Officer, Extn: 1565.

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	<p>Priority 1 – Improve the health and wellbeing of our communities.</p> <p>Priority 2 – Enhance the quality of people's lives.</p>
Consultation:	Undertaken with residents and local stakeholders and summarised in Essential Reference Paper B .
Legal:	Preparation of the Character Appraisal and Management Proposals fulfils statutory requirements.
Financial:	<p>Costs associated with the preparation of the document are met from within existing staffing and operational budgets.</p> <p>The Management Proposals suggest works and actions which could be undertaken to enhance the character and appearance of the Conservation Area and to seek to remove those detracting elements which would generally be the responsibility of individual owners. Actions such as the possible introduction of an Article 4 Direction might result in additional cost. The Council is not yet committed to undertaking such further action in the Crabb's Green Conservation Area and any identified costs can be further assessed should such a decision be reached.</p>
Human Resource:	No additional staffing implications.

Risk Management:	No significant risk issues.
Health and Wellbeing – issues and impacts:	The Character Appraisal and Management Proposals seek to identify, protect and enhance the character and appearance of the area.
Equality Impact Assessment required:	No.

Essential Reference Paper B

Respondent	Representations made	Officer comment
To note	The Parish Council did not respond, and did not table any further Management Proposals for inclusion in the document.	Noted.

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CRABB'S GREEN CONSERVATION AREA

CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS



Adopted 25 July 2018

East Herts District Council
Pegs Lane, Hertford, SG13 8EQ

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CRABB'S GREEN CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS

Adopted 25 July 2018

This Character Appraisal has been produced by officers of East Herts District Council to identify the special architectural or historic interest, character and appearance of the Crabb's Green Conservation Area, assess its current condition, identify threats and opportunities related to that identified special interest and any appropriate boundary changes.

The Management Proposals section puts forward initiatives for the Conservation Area designed to address the above identified threats and opportunities that will preserve and enhance its character and appearance.

A public meeting was held in Brent Pelham Village Hall on 16 May 2018 to consider the draft Character Appraisal and the Management Proposals – for the latter, as required under section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The draft document was put to public consultation between 16 May and the 27 June 2018. This document was formally adopted by full council on 25 July 2018 upon the recommendation of the Executive Committee.

1. Introduction

1.1. The historic environment cannot be replaced and is a resource that is both fragile and finite. Particularly in an age when society and its needs change with rapidity, the various historic and architectural elements of conservation areas can be perceived to interact in a complex manner and create a 'unique sense of place' that is appreciated by those lucky enough to reside in such special places and the many interested persons who appreciate and visit them.

1.2. East Hertfordshire District has a particularly rich and vibrant built heritage, featuring 42 conservation areas and over 4,000 listed buildings displaying a variety of styles representative of the best of architectural and historic designs from many centuries. Generally and very importantly the clear distinction between built form and open countryside has been maintained.

1.3. The District is situated in an economically buoyant region where an attractive environment, employment opportunities and excellent transport links, road rail and air, make it a popular destination to live and work. In addition to London, a short commuting distance away, the District is influenced by other factors beyond its administrative area, such as Stansted Airport and the towns of Harlow and Stevenage. With such dynamics it is inevitable that the historic environment will be subject to pressures which emphasize the need to protect it.

1.4. The East Hertfordshire Local Plan Second Review, adopted in April 2007, recognises these facts and commits the Council to review its conservation areas and their boundaries. The production of this document is part of this process.

1.5. Conservation areas are places which are considered worthy of protection as a result of a combination of factors such as the quality of the environment, spatial characteristics, the design and setting of the buildings or their historic significance. In addition to the individual qualities of the buildings themselves, there are other factors such as the relationships of the buildings with each other, the quality of the spaces between them and the vistas and views that unite or disrupt them. The relationship with adjoining areas and landscape, the quality of trees, boundary treatments, advertisements, road signage, street furniture and hard surfaces, are also important features which can add to or detract from the special interest, character and appearance of a conservation area.

1.6. This Character Appraisal recognises the importance of these factors and considers them carefully. Once approved, this document will be regarded as a 'material consideration' when determining (deciding) planning applications. The Management Proposals section puts forward simple practical initiatives that would preserve the Conservation Area from identified harm and also any appropriate projects and proposals that would, as and when resources permit, enhance its character and appearance.

1.7. The recommendations concerning non-listed buildings and structures are normally formed by the field-worker's observations made from the public realm and seldom involve internal inspection or discussions with owners. Thus such recommendations contained in this Character Appraisal might be subject to reconsideration through the planning application process, where that is necessary, and which would involve the submission of additional information. Similar considerations apply to estimating dates of buildings.

1.8. This Conservation Appraisal:

- Identifies the special architectural or historic interest, character and appearance of the Conservation Area;
- Identifies elements that make a positive contribution to the above special interest, character and appearance of the Conservation Area that should be retained, preserved or enhanced;
- Identifies those other elements that might be beneficially enhanced or, alternatively, replaced by something that makes the above positive contribution;
- Identifies detracting elements it would be positively desirable to remove or replace;
- Reviews the existing boundaries to ensure that they clearly define the Conservation Area and align with distinct changes of character with outside areas such that the Conservation Area is both cohesive and defensible;
- Identifies threats to the Conservation Area's special interest, character and appearance and any opportunities to enhance it.

1.9. The Management Proposals section:

- Puts forward any required boundary changes to omit or add areas to the Conservation Area that would make it both cohesive and defensible;

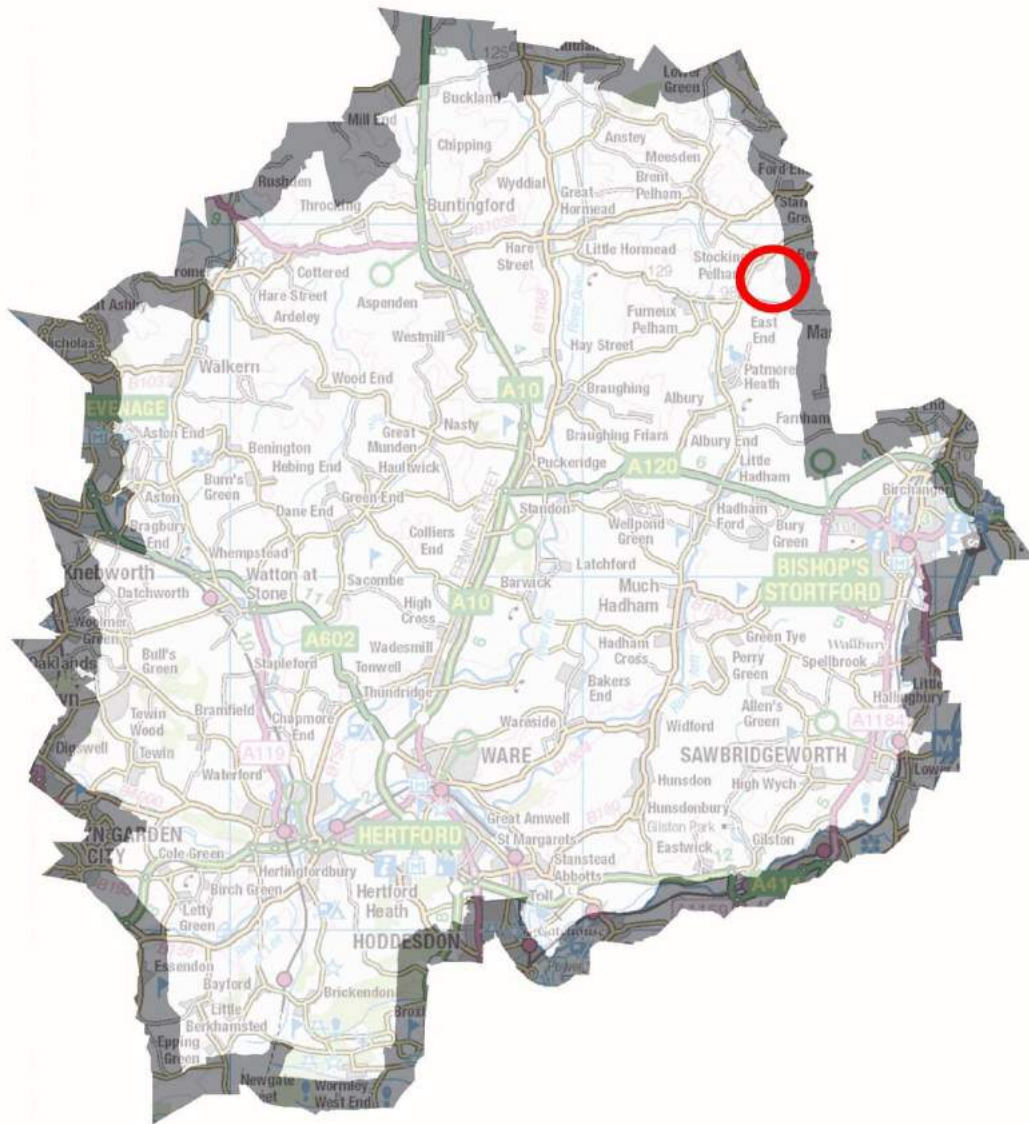
- Proposes measures and initiatives that address the threats to the Conservation Area's special interest, character and appearance identified in the Character Appraisal;
- Proposes initiatives and projects that exploit the opportunities identified in the Character Appraisal that both preserve and enhance the Conservation Area's special interest, character and appearance;
- Puts forward appropriate enhancement proposals mindful of any funding constraints.

1.10. The document was prepared with the assistance of members of the local community and will be taken forward with the Parish Council and the full local community through the consultation process.

1.11. We would like to thank the staff at Hertfordshire County Council's Historic Environment Unit and the Archives and Local Studies Department, all of which have been very helpful. All historical documents referred to in this document are publically accessible at the Archives and Local Studies Centre at County Hall in Hertford.

1.12. This document is written in three parts:

- Part A – Context.
- Part B – Conservation Area Character Appraisal.
- Part C – Conservation Area Management Proposals.



Map 1: Location of the Conservation Area in East Herts District



Fig. 1: Aerial Photograph from 2015

PART A – CONTEXT

2. Legal and Policy framework.

2.1. The legal background for designating a conservation area is set out in Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. This states that the Council shall from time to time (now defined as 5 years) review its area and designate any parts that are of *‘special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance’* and to designate those areas as conservation areas.

2.2. Section 71 of the Act requires Councils to, from time to time (5 years), *‘formulate and publish proposals for the preservation and enhancement’* of conservation areas, hold a public meeting to consider them and have regard to any views expressed at the meeting concerning the proposals.

2.3. The production of a Conservation Area Character Appraisal, which identifies the special interest and the threats and opportunities within a conservation area, is an essential prerequisite of the production of s.71 Management Proposals (although, interestingly, it is the production of the latter that is the statutory duty).

2.4. Planning Controls. Within conservation areas there are additional planning controls. If these are to be justified and supported it is important that the designated areas accord with the statutory definition and are not devalued by including land or buildings that lack special interest.

2.5. Planning permission is required for the demolition of a building in a conservation area but is subject to certain exceptions. For example, it does not apply to Listed Buildings (which are protected by their own legal provisions within the 1990 Act) but is relevant to other non-listed buildings in the Conservation Area above a threshold size set out in legislation*. Looking for and assessing such buildings is therefore a priority of this Character Appraisal.

* The demolition of a building not exceeding 50 cubic metres is not development and can be demolished without planning permission. Demolition of other buildings below 115 cubic metres are regarded as 'Permitted Development' granted by the General Permitted Development Order, subject to conditions that may require the Council's 'prior approval' regarding methods of proposed demolition and restoration.

2.6. Certain ecclesiastical buildings (which are for the time being used for ecclesiastical purposes) are not subject to local authority administration provided an equivalent approved system of control is operated by the church authority. This is known as the ‘ecclesiastical exemption’. Importantly in such circumstances, church authorities still need to obtain any other necessary planning permissions under the Town and Country Planning Act 1990.

2.7. Permitted Development. The Town and Country Planning (General Permitted Development) (England), Order 2015 defines the range of minor developments for which planning permission is not required. This range is more restricted in conservation areas. For example, the Order currently requires that the addition of dormer windows to roof slopes, various types of cladding, satellite dishes fronting a

highway and a reduced size of extensions, all require planning permission in a conservation area.

2.8. However, even within conservation areas there are other minor developments associated with many non-listed buildings that do not require planning permission. Where further protection is considered necessary to preserve a conservation area from harmful alterations carried out under such 'Permitted Development Rights', the law allows Councils to introduce additional controls if appropriate. Examples of such controls can commonly include some developments fronting a highway or open space, such as an external porch or the demolition of some gates, fences or walls or their alteration. The removal of existing architectural features that are identified as being important to the character or appearance of a conservation area (such as chimneys, traditional detailing or materials, porches, windows and doors or walls or railings) can be made subject to protection by a legal process known as an 'Article 4 Direction' which withdraws 'Permitted Development Rights'. The use of such Directions needs to be made in justified circumstances where a clear assessment of each conservation area has been made. In conducting this Character Appraisal, consideration will be given as to whether or not such additional controls are appropriate.

2.9. Works to Trees. Another additional planning control relates to trees located within conservation areas. Setting aside various exceptions principally relating to size, any proposal to fell or carry out works to trees has to be 'notified' to the Council. The Council may then decide whether to make the tree/s subject to a Tree Preservation Order. This Character Appraisal diagrammatically identifies only the most significant trees or groups of trees that make an important contribution to the character or appearance of the Conservation Area, particularly when viewed from the public realm. Other trees not specifically identified may still be suitable for statutory protection through a Tree Preservation Order. Some trees in the Conservation Area have already been made subject to Tree Preservation Orders.

2.10. Some hedges may be protected by the Hedgerow Regulations 1997. This legislation is particularly complicated and only applies in certain situations that are determined by the location and extent of the hedge, its age and or its historical importance, the wildlife it supports and its number of woody species. Whilst the Regulations do not apply to domestic garden hedges, such garden hedges which are considered to be visually important have been identified. It is hoped their qualities are recognised by owners and the community and will be retained.

2.11. National Planning Policy Framework. The principle emphasis of the framework is to promote 'sustainable development'. Economic, social and environmental factors should not be considered in isolation because they are mutually dependent and collectively define sustainable development. Positive improvements in the quality of the built, natural and historic environment should be sought, including replacing poor design with better design. Whilst architectural styles should not be imposed (unless, of course the conservation area is of a homogenous architectural style – which is not the case with Crabb's Green) it is considered proper to reinforce local distinctiveness.

2.12. Of particular relevance to this document, the National Planning Policy Framework advises as follows:

- There should be a positive strategy in the Local Plan for the conservation of the historic environment and up-to-date evidence used to assess the significance of heritage assets and the contribution they make.
- Conservation areas. Such areas must justify such a status by virtue of being of '*special architectural or historic interest*'.
- Heritage assets. A heritage asset is defined 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 listings)*' and non-designated assets – for example archaeological assets.
- Considerable weight should be given to conserving such heritage assets and the more important they are the greater the weight. For example the effect of an application affecting a non-designated heritage asset should be taken into account and a balanced judgment reached. Substantial harm to or loss of a grade II listed building should be exceptional whilst harm to heritage assets of higher status, e.g. a grade I or II* listed building should be wholly exceptional.
- Local Planning Authorities should look for opportunities for new development within conservation areas to enhance or better reveal their significance and proposals that preserve such elements should be approved.
- The use of Article 4 Directions to remove national permitted development rights should be limited to situations '*where this is necessary to protect local amenity or the well-being of the area...*'
- Green areas. Such areas of particular importance can properly be identified for special protection as Local Green Spaces in selected situations.

2.13. East Herts' Environmental Initiatives and Local Plan Policies. East Herts Council is committed to protecting conservation areas and implementing policies which preserve and enhance them; to support their preservation through the publication of design and technical advice and to be pro-active by offering grants and administering a Historic Building Grants service. With regard to the latter, grants are awarded on a first-come-first-served basis in relation to works which result in the maintenance of listed buildings and other unlisted buildings of architectural or historic interest. Further details are available on the Council's website.

2.14. In respect of the above the Council has produced a number of leaflets and guidance notes that are available on the Council's website. These 'guidance notes on the preservation and repair of historic materials and buildings' provide useful information relevant to the preservation and enhancement of conservation areas. They will be updated as resources permit.

2.15. The Council also has a 'Heritage at Risk Register', originally produced in 2006, updated in 2012/2013 and again in 2016, 2017, and 2018. This document is available on the Council's website. There are no such buildings identified as being 'At Risk' within the Crabb's Green Conservation Area.

2.16. The East Herts Local Plan was adopted by the Council in 2007. The 'saved' policies set out in the plan remain in force and are relevant in relation to conservation area and historic building considerations. The Local Plan and its policies can be viewed on the Council's website or a copy can be obtained from the Council (contact details are set out in Section 8.3).

2.17. In accordance with the requirements of the Planning and Compulsory Purchase Act 2004, the Council is in the process of preparing a planning policy document which will replace the 2007 Local Plan. This will be known as the East Herts District Plan, and once adopted it will contain all of the relevant Council planning policies. As currently drafted this emerging District Plan advises that new development in a conservation area should, *inter alia*, conform to the content of the relevant Character Appraisal.

2.18. Crabb's Green Conservation Area was designated in 1981.

PART B – CONSERVATION AREA CHARACTER APPRAISAL

3. Origins and Historical Development

3.1 Within the conservation area boundary there are four records held on the Historic Environment Record by the County Archaeologist. One of these is for a listed building, namely Crabb's Green Farmhouse; one is for a former historic building known as Sweetfield Cottage; one is for the green itself; and the final entry is for a possible moated site just to the south of the green.

3.2 Prehistoric. Britain has been intermittently inhabited by members of the Homo genus for about 750,000 years and Homo sapiens for about 40,000 years. The evidence suggests that the various genus lived side-by-side for many thousands of years before Homo sapiens, more intelligent, adaptable and, probably, aggressive, became predominant. The introduction of farming, when people learned how to produce rather than acquire their food, is widely regarded as one of the biggest changes in human history. The concept of farming reached Britain between about 5000-4500 BC. The first bronzes appear in Britain in the centuries just before 2500 BC. The Middle Bronze Age sees the introduction of field systems, which suggests that there was pressure on the land as the population increased. The Late Bronze Age (1250-800 BC) sees the start of the Celtic way of life, and is marked by new styles of metalwork and pottery¹. It is known that Celtic tribes were in Hertfordshire from 700 BC. The Iron Age saw the gradual discovery of iron working technology, although iron artefacts did not become widespread until after 500-400 BC². The population of Britain grew substantially during the Iron Age and probably exceeded one million. This population growth was made possible by the introduction of new crops and improvements to farming techniques, such as the introduction of the iron-tipped ploughshare. In the century immediately before the Roman conquest Hertfordshire was occupied by groups of late Iron Age people growing cereal crops and raising sheep, cattle and horses³. The steady expansion of the Roman Empire during the C1st BC resulted in successive waves of refugees from the continent crossing to southern Britain, and Hertfordshire was on the receiving end of a constant stream of new stimuli and processes. Rome appears to have established diplomatic relations with a number of tribes and may have exerted considerable political influence before the Roman conquest of England in AD 43.

3.3 Roman. After AD 43, all of Wales and England south of the line of Hadrian's Wall became part of the Roman Empire. Rome brought a unity and order to Britain that it had never had before. Prior to the Romans, Britain was a disparate set of peoples with no sense of national identity beyond that of their local tribe. In the wake of the Roman occupation, every 'Briton' was aware of their 'Britishness'⁴. However Roman rule started to dissolve due to the repeated withdrawal of troops to defend various interests on the Continent from attacks by powerful tribes such as the Goths⁵. In the year 406, the last remnants of the army were withdrawn, and in 409 the inhabitants of Roman Britain decided to take responsibility for their own defences, effectively

¹ Pryor, 2011

² Richards, 2011

³ Niblett, 1995

⁴ Ibeji, 2011

⁵ Niblett, 1995

ending Roman rule in Britain. Some contacts, particularly regarding the church were maintained, but new supplies of coin ceased to come into the country, with the consequence that trade quickly collapsed. Due to the loss of trade, the local population quickly had to become almost entirely self-sufficient, and had to rely on subsistence farming to make ends meet, so villas fell into disrepair and towns shrank in size.

3.4 Anglo-Saxon. Initial contact with the Saxons was gradual and peaceful⁶. The Anglo-Saxon period stretched over 600 years, from 410 to 1066. It refers to settlers from the German regions of Anglia and Saxony, who made their way over to Britain after the fall of the Roman Empire. Anglo-Saxon settlers were effectively their own masters in a new land and they did little to keep the legacy of the Romans alive. They replaced the Roman stone buildings with their own wooden ones, and spoke their own language, which gave rise to the English spoken today. The county of Hertfordshire is an artificial creation of the late Saxon period, with boundaries that were determined by the military and administrative requirements of the time⁷. Within Hertfordshire Celtic names are extremely rare, which suggests that Anglo-Saxon settlement ultimately obliterated earlier British life⁸. Pela (or Peola), a Saxon leader, set up an observation post to defend against the Danes who had arrived by 689 AD. A moated site was built around the area of what is presently Stocking Pelham Hall, and the possible moated site to the south of the green at Crabb's Green may date from this time. It has been suggested that the moated sites around the area, "now almost obliterated, would have formed a formidable chain of obstacles to marauders"⁹. The Pelhams were repeatedly under siege until about 912 AD when the Danes were finally defeated. Stocking Pelham, the 'stockaded' ham of Pela's, was the centre of the Pelham district, and Brent Pelham and Furneux Pelham are later settlements¹⁰. Anglo-Saxon rule came to an end in 1066, soon after the death of Edward the Confessor, who had no heir. He had supposedly willed the kingdom to William of Normandy, but also seemed to favour Harold Godwinson as his successor. Harold was crowned king immediately after Edward died, but he failed in his attempt to defend his crown, when William and an invading army crossed the Channel from France to claim it for himself. Harold was defeated by the Normans at the Battle of Hastings in October 1066, and thus a new era was ushered in.

3.5 Domesday Book. The Domesday Book was a census commissioned by William I in 1086, after the Norman Conquest. There was only one Pelham mentioned at this time, but there are seven separate entries for different parts of it, which are detailed below. The following images were created by Professor John Palmer and George Slater, and are accessed from the opendomesday.org website, and are reproduced here legally under a Creative Commons license. The accompanying explanatory quotes are from the reference 'Domesday Book: Hertfordshire'¹¹.

⁶ Niblett, 1995

⁷ Ibid

⁸ Gover, Mawer, and Stenton, 1970

⁹ Cherry, 1974

¹⁰ Bailey, 2000

¹¹ Morris, 1976

In pelehā ten' Radulf de epō. i. hīd 7 i. uirg. Tpa ē pōc.
 v. car. In dñio sunt. ii. 7 iii. pōc fieri. lbi. ii. uilli 7 iii. bord
 hñt. ii. car. lbi. v. serui. 7 i. cōt. pasta ad pec. Silua. x.
 porc. Val 7 ualut. iii. lib. T. R. E. v. lib. Duo fr̄s tenuer
 boē Asgar^{Alm} 7 uende potuer.

Entry 1: In Pelham Ralph holds 1 hide and 1 virgate from the Bishop. Land for 5 ploughs. In lordship 2; a third possible. 2 villagers and 3 smallholders have 2 ploughs. 5 slaves; 1 cottager. Pasture for the livestock; woodland, 20 pigs.

In pelehā ten' pagan' de epō. i. hīd. Tpa ē. iii. car. In dñio
 sunt. ii. 7 i. uill' b̄t dim' car. 7 dim' pōc fieri. lbi. iii. bord.
 7 iii. cōt. Silua. vi. porc. Val 7 ualut. xl. sol. T. R. E. l. sol.
 hoc cō tenuit Alured hō Asgar^{Alm} 7 uende potuit.

Entry 2: In Pelham Payne holds 1 hide from the Bishop. Land for 3 ploughs. In lordship 2. 1 villager has half plough; half possible. 3 smallholders; 3 cottagers. Woodland, 6 pigs. The value is and was 40s; before 1066, 50s. Alfred, Asgar the Constable's man, held this manor; he could sell.

In pelehā ten' Rannulf de epō. ii. hīd 7 dim'. Tpa ē. vii.
 car. In dñio sunt. ii. 7 vii. uilli cū v. bord hñt. vi. car.
 lbi. vi. cōt 7 vi. serui. p̄tū. i. car. pasta ad pec. Silua. xxx.
 porc. Val 7 ualut. x. lib. T. R. E. xv. lib. hoc cō tenuer
 ii. teign. hōz un' hō Anschil^{Wapal} 7 al' hō Godwin^{Benfeld}. uende potuer.

Entry 3: In Pelham Ranulf holds 2 and a half hides from the Bishop. Land for 8 ploughs. In lordship 2. 7 villagers with 5 smallholders have 6 ploughs. 6 cottagers; 6 slaves. Meadow for 1 plough; pasture for the livestock; woodland, 30 pigs. The value is and was £10; before 1066 £15. 2 thanes held this manor. One of them was Askill of Ware's man, the other Godwin Benfield's man. They could sell.

In pelehā ten' Gislebe' & Ranulf' de epō. i. hōd 7 i. uing'.
 Tpa. ē. iii. car. In dñio ē una. 7 i. uill' cū. iii. bord' In
 .i. car. 7 alia pot' fieri. Ibi. vii. cor. p'cū dñi car. p'astā
 ad pec'. Silua. c. porc'. Val' 7 ualut. xl. sol. T. h. ē. lx. sol.
 Duo fr' tenuer' 7 uende potuer'. Vñ hō Algar. 7 al' ab' de Ely.

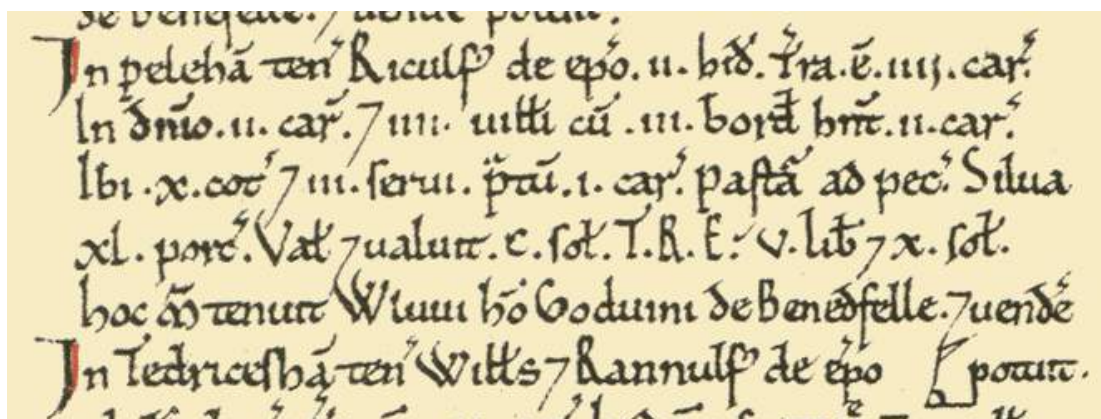
Entry 4: In Pelham Gilbert and Ranulf hold 1 hide and 1 virgate from the Bishop. Land for 3 ploughs. In lordship 1; 1 villager with 3 smallholders has 1 plough; another possible. 7 cottagers. Meadow for half a plough; pasture for the livestock; woodland, 100 pigs. The value is and was 40s; before 1066, 60s. 2 brothers held it; they could sell. One was Asgar the Constable's man, the other the Abbot of Ely's.

In pelehā ten' .ii. milites de epō. iii. hōd 7 i. uing'. Tpa. ē
 vii. car. In dñio sunt. iii. 7 p'br cū vii. uill' hñt. iiii. car.
 Ibi. vii. bord' 7 vi. cor. 7 i. seruus. p'cū. ii. car. 7 dñi.
 p'astā ad pec'. Silua. c. porc'. Val' 7 ualut. v. lib. T. h. ē.
 vi. lib. hoc ad tenuer' .ii. tigni. Vñ hō Alchi. 7 al' hō Almar.
 7 Eū el. v. socci de soca regis. ē. ii. uing' habuer'. 7 uende potuer'.

Entry 5: In Pelham 2 men-at-arms hold 3 hides and 1 virgate from the Bishop. Land for 7 ploughs. In lordship 3. A priest with 7 villagers have 4 ploughs. 7 smallholders; 6 cottagers; 1 slave. Meadow for 2 and a half ploughs; pasture for the livestock; woodland, 100 pigs. The value is and was £5; before 1066 £6. 2 thanes held this manner. One was Askell of Ware's man, the other Aelmer of Bennington's man. With them, 5 Freeman of King Edwards's jurisdiction had 2 virgates; they could sell.

In pelehā. ten' Eldred' de epō. i. hōd. Tpa. ē. ii. car. Ibi
 una 7 dimid. 7 dimid pot' fieri. Ibi. viii. bord' 7 ii. serui.
 p'cū. i. car. p'astā ad pec'. Silua. xx. porc'. Val' 7 ualut
 .xx. sol. T. h. ē. xl. sol. hanc tñ tenuit Alwin' hō Godwin
 de Benefelle. 7 uende potuit.

Entry 6: In Pelham Aldred holds 1 hide from the Bishop. Land for 2 ploughs; 1 and a half there; half possible. 8 smallholders; 2 slaves. Meadow for 1 plough; pasture for the livestock; woodland, 20 pigs. The value is and was 20s; before 1066, 40s. Alwin, Godwin of Benfield's man, held this land; he could sell.



Entry 7: In Pelham Riculf holds 2 hides from the Bishop. Land for 4 ploughs. In lordship 2 ploughs. 4 villagers with 3 smallholders have 2 ploughs. 10 cottagers; 3 slaves. Meadow for 1 plough; pasture for the livestock; woodland, 40 pigs. The value is and was 100s; before 1066 £5 10s. Wulfwy, Godwin of Benfield's man, held this manor; he could sell.

3.6 Interpretation: A 'Hide' was a standard unit of land measurement interpreted to be about 120 acres, and a 'Virgate' was a quarter of a 'Hide', or about 30 acres. A 'villan' (or villager) was a peasant legally tied to land he worked on and of higher economic status than a 'bordar' (or smallholder) or 'cottar' (or cottager). The latter occupied a cottage in return for services provided. A slave (or serf) were without resources of their own, and were there to perform the bidding of the landowner. A 'thane', meaning "one who serves", was a free man in the late Anglo-Saxon period that owned land. 'Demesne' (or lordship) essentially means land belonging to the lord of the manor which normally related to their home farm¹². The Pelhams were located within the Edwinstree hundred, which is now defunct. Hundreds were used from the C10th until the end of the C19th. A hundred is defined as a district within a shire, were notable residents and representatives for villages met about once a month, normally in the place for which the hundred was named¹³.

3.7 The origin of the name. Although there was only one area called Pelham in the 1086 Domesday Book, with seven separate entries identifying the dispersed settlements, in the centuries that followed three distinct population centres emerged: Brent, Stocking and Furneux.

3.8 The reference 'The Place-Names of Hertfordshire'¹⁴ advises several variations of the spelling of the name which are included below.

For the Pelhams, the following variations have been used:

- Peleha – 1086
- Pelleham – 1190
- Pellen – 1587
- The Pelhams – 1646

¹² Palmer, 2010b

¹³ Morris, 1976

¹⁴ Gover, Mawer, and Stenton, 1970

For specifically Stocking Pelham, the following variations have been used:

- Stokenepelham – 1235
- Stocken Pelham – 1255
- Stokkenepelham – 1303
- Stokking Pelham – 1428
- Stockypellam – 1566

3.9 The Place Names of Hertfordshire states that “the first element is probably the personal name Peol(a) or Piol(a)”¹⁵. They also state that Stocking Pelham must have been so distinguished “by some kind of defence made of logs and trunks or by the land being covered with stumps”. Stocking comes from the Old English “stoccen, and adjective from stocc”. Crabb’s Green is associated with the family of “John Crabbe” in 1294. The reference ‘The Oxford Dictionary of English Surnames’¹⁶ states that the surnames Crabb, Crabbe, and Krabbe are found as Crabbe in 1188 and 1217, and originate from the Old English crabba, meaning crab, “either for one who walked like a crab ... or, as in German and East Frisian, for a cross-grained, fractious person”, or from the Middle English crabbe, meaning wild apple, which was used for “persons ‘crabbed, cross-grained, ill-tempered””.

3.10 It was from this period, across the whole of England, that the parish churches, oak-framed timber buildings and general urban layout that forms the structure and surviving key heritage assets of our modern-day historic towns and villages was firmly established. Crabb’s Green is no different. Settlement at Crabb’s Green, lying just to the south of Stocking Pelham, is likely to have initially occurred around the possible moated site to the south of the green, possibly on the present day site of Crabb’s Green Farmhouse. According to the HER, the origins of Crabb’s Green Farmhouse may date back to around c1500, but this may have been a previous building on the site. Either way, the Farmhouse was built or nearly completely rebuilt in the C17th or earlier. The listed barn to the rear of the Farmhouse was built in the C17th. Also in the C17th a cottage known as Sweetfield was erected to the west of the green, and either in the C17th or C18th a cottage known as Blessings was erected to the north of the green. Both of these cottages are likely to have been built for farm labourers.

3.11 In the 1861 census the population of the Parish of Stocking Pelham was 126¹⁷. A school was built in Stocking Pelham in 1872¹⁸. Kelly’s Directory of 1874 lists the following commercial entries; rector; farm bailiff; farmer and butcher; publican and shopkeeper. From the limited number of local trades it can be seen that Stocking Pelham was not self-sufficient, and would have relied on services provided elsewhere, such as in neighbouring villages.

3.12 Evidence of the evolution of the green from historical maps shows that on the 1878 to 1889 OS map, the general layout of the green and its boundaries were established and they still exist in a relatively unchanged state today. Crabb’s Green

¹⁵ Ibid

¹⁶ Reaney and Wilson, 1997

¹⁷ Kelly, 1862

¹⁸ Kelly, 1872

Farm still had a southern range of farm-buildings surrounding a yard, in a group with the Farmhouse and the remaining rear barn.

3.13. Following the First World War, there was a huge population decrease in rural areas, which reduced the locally available labour, and drove farmers into mechanisation, ripping up more and more hedging and trees to create larger and larger fields for arable crops. Although areas vary, it is thought that North-East Hertfordshire has lost over two thirds of the hedges that it had in the late-C19th. Unfortunately none of this prevented an agricultural depression in the 1930s. However, in Crabb's Green the historic OS maps show that little changed.

3.14 After the Second World War, successive governments, mindful of Britain's dependence on cheap food imports before the war, the grave danger of starvation that was only narrowly averted during the war and the post-war grinding unpopularity of food rationing, enthusiastically embraced the newly developed agricultural technologies and chemicals, leading to the intensive industrialisation of food production. Many farmers did well, but this industrialisation led to the further loss of hedges and trees. In Crabb's Green the historic OS maps shown that again very little changed in terms of trees and hedges, but the southern range of farm-buildings at Crabb's Green Farm were demolished by the time of the 1978 OS map, undoubtedly because they were considered unsuitable for modern agricultural needs.

3.15 In the mid-1960s the Herts-Essex Electrical Transfer Station was built immediately to the south of Crabb's Green¹⁹. Covering 35 acres this was one of the largest in Europe at the time. This dramatically altered the rural setting of Crabb's Green, and the pylons visible above the trees to the south of the green are ever present in views.

3.16 In 2003 the C17th single-storey former farm labourers cottage known as Sweetfield was destroyed in a fire, and its loss greatly harmed the character and appearance of the Conservation Area. The lost building was Grade II listed, and was of sufficient interest to have been featured in Hertfordshire Houses by JT Smith. A modern two-storey replacement dwelling was built on the site soon afterwards.

3.17. This Character Appraisal seeks to identify the special architectural interest, character and appearance of the Conservation Area so that it can be better preserved and enhanced.

¹⁹ Cherry, 1974

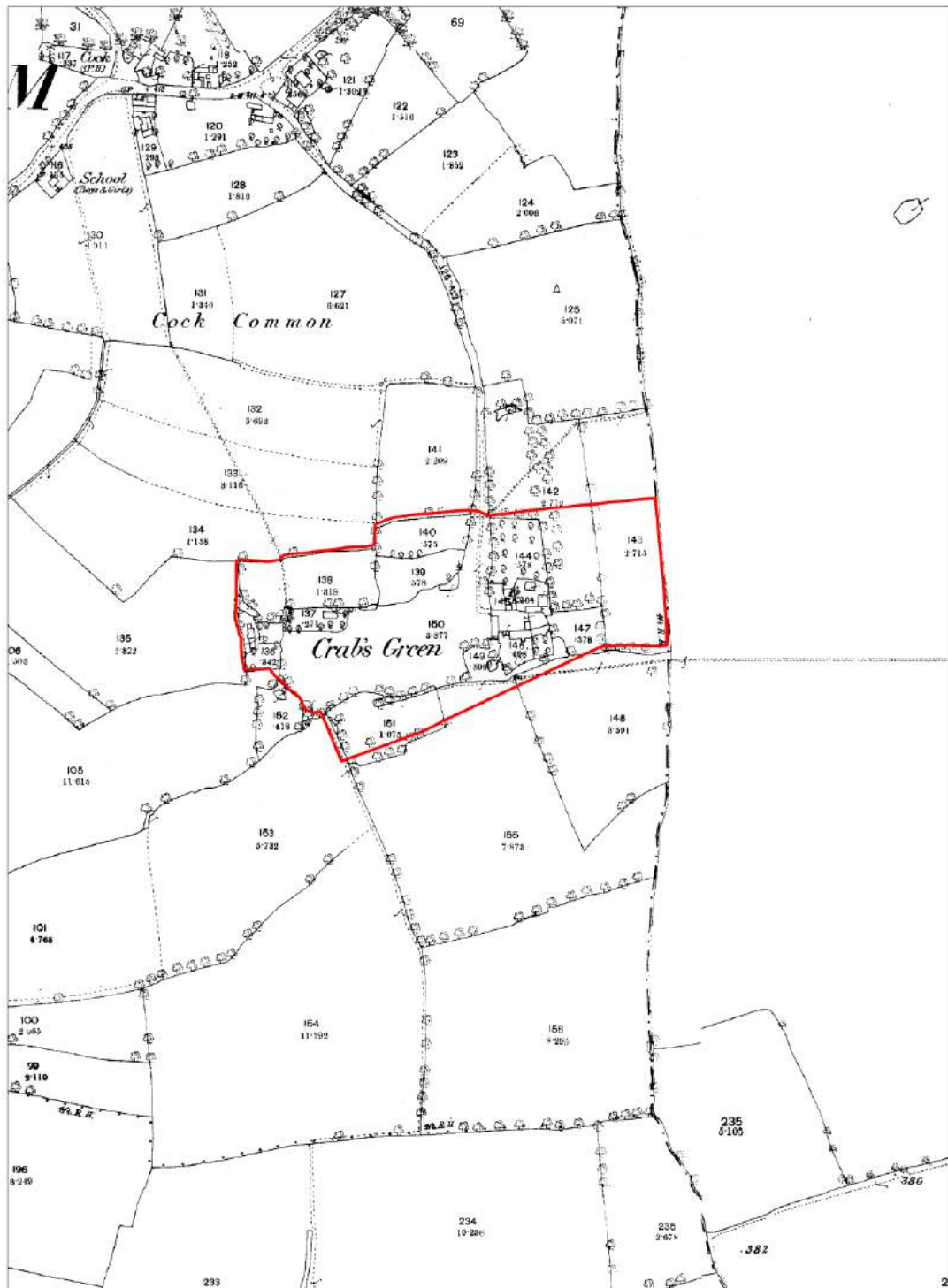


Fig. 2: 1878-89 Historic Ordinance Survey Map

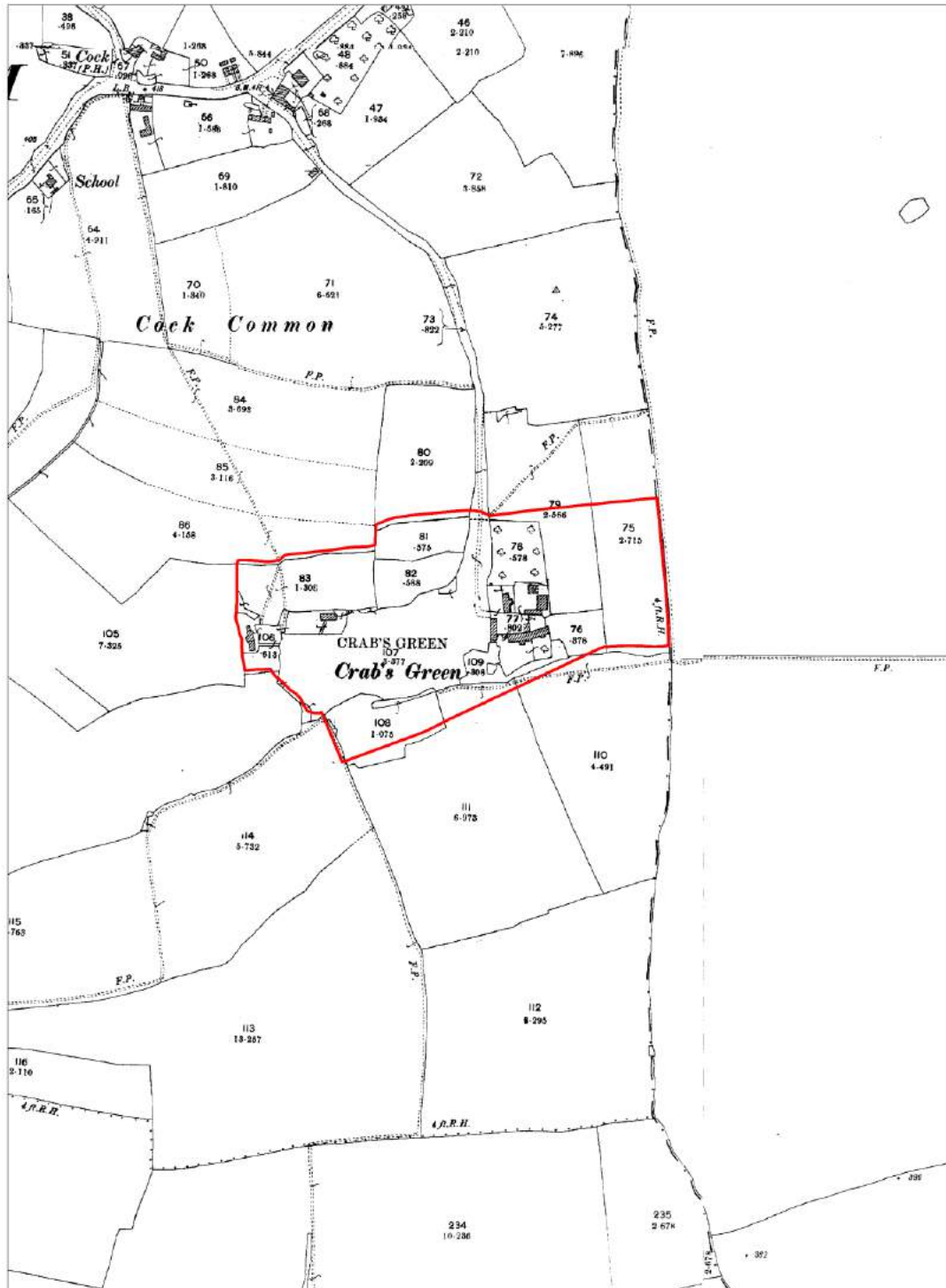


Fig. 3: 1898 Historic Ordinance Survey Map

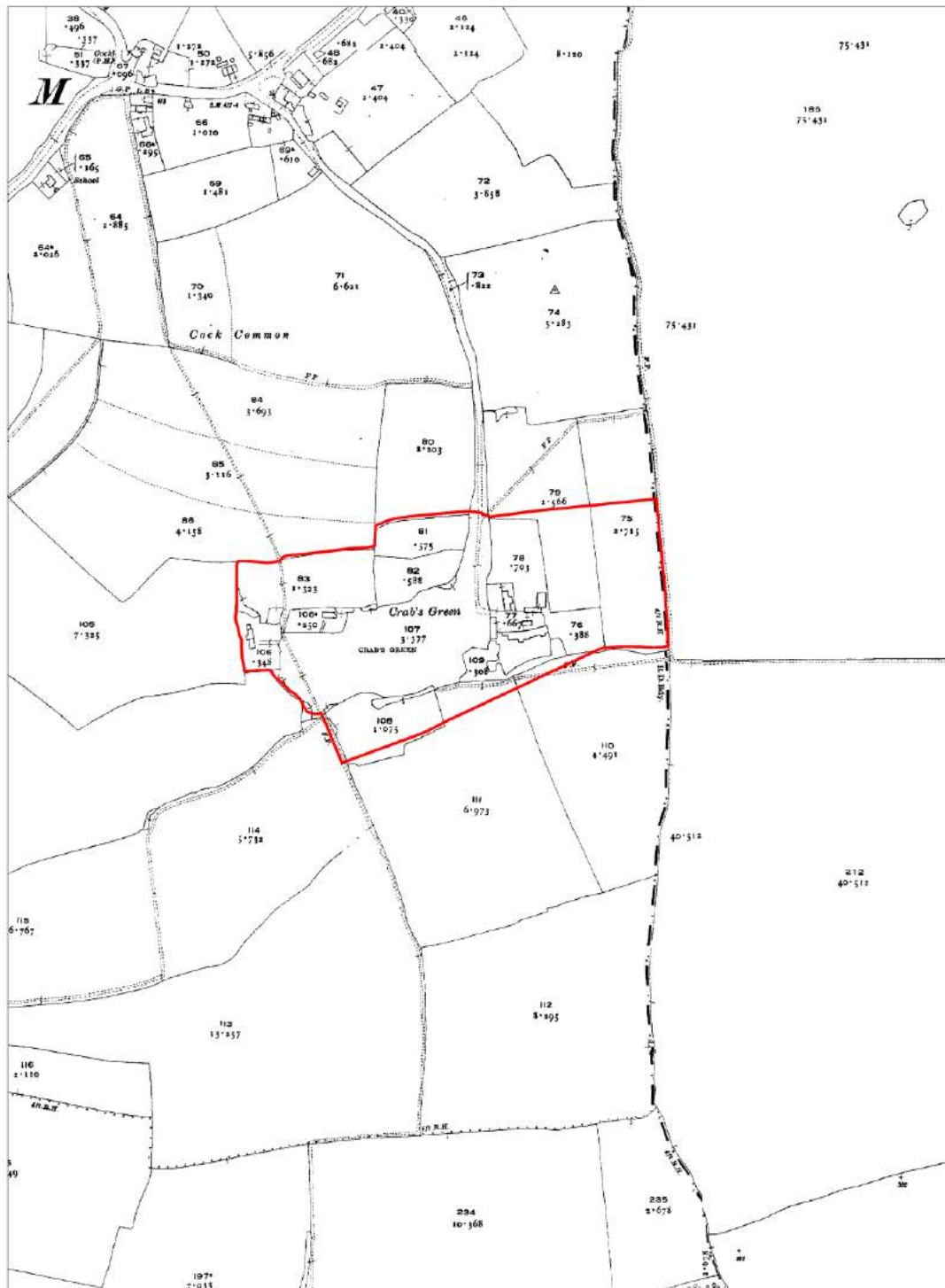


Fig. 4: 1920-1924 Historic Ordinance Survey Map

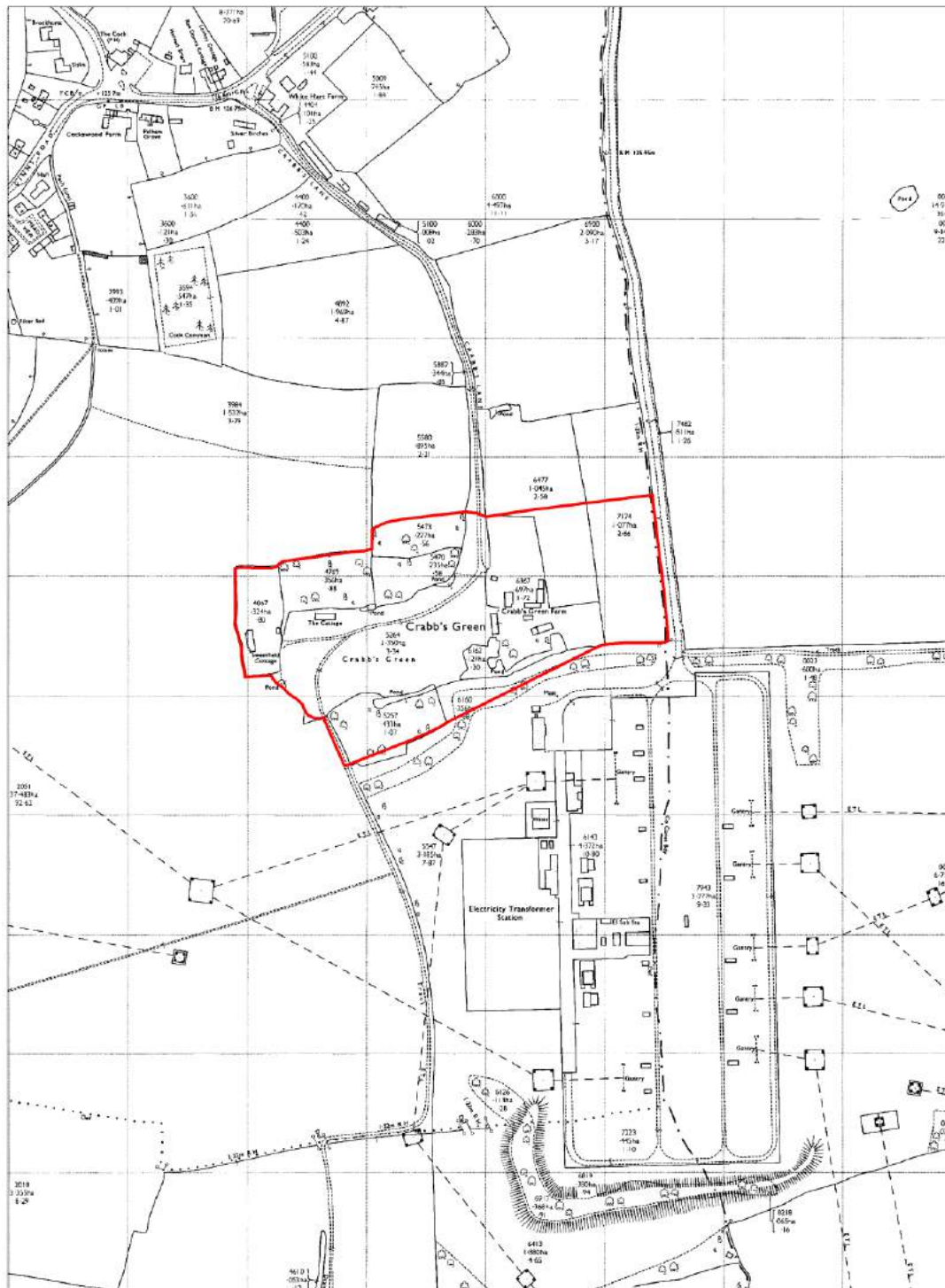


Fig. 5: 1978 Historic Ordinance Survey Map

4. Heritage and Environmental Designations and the criteria used to identify other important features.

These can be seen plotted and annotated on the Character Analysis Map on p32.

4.1. Scheduled Ancient Monuments (a National designation).

There are no Scheduled Ancient Monuments within the Crabb's Green Conservation Area.

4.2. Areas of Archaeological Significance.

These are designated locally by East Herts District Council on advice from Hertfordshire County Council. There are no such areas within the Crabb's Green Conservation Area as per the adopted Local Plan and the emerging District Plan. However, the identification and refinement of such areas is an ongoing process.

4.3. Listed buildings (a National designation).

There are three grades of listed buildings; in descending order of special interest, Grade I (approximately 2.5% of the national total), Grade II* (approx. 5.5%) and Grade II making up the rest. Listed buildings are protected from unauthorised demolition, alteration or extension. They are protected both internally and externally. Structures, including railings and walls, within the curtilage of listed buildings, if they are pre-1948, are also subject to the same controls as listed buildings. Individually listed buildings within the Conservation Area have been identified, plotted and are briefly described, such abbreviated descriptions being based on the national list. Full descriptions can be obtained online at Historic England's website: List.HistoricEngland.org.uk

4.4. Non-listed buildings of quality and worthy of protection.

Non-listed buildings and structures often make an important positive contribution to the architectural or historic interest of the Conservation Area and are thus identified in Character Appraisals. The basic questions asked in assessing such buildings/structures are:

- (a) Is the non-listed building/structure of sufficient architectural or historic interest whose general external form and appearance remains largely unaltered?
- (b) Does the building contain a sufficient level of external original features and materials?
- (c) Has the building retained its original scale without large inappropriate modern extensions that destroy the visual appearance particularly in respect of the front elevation?
- (d) Is the building visually important in the street scene?

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful check list to identify elements in a conservation area which may contribute to the special interest. The checklist is reproduced in Appendix 1.

4.5. Important trees and hedgerows.

These are identified by this Character Appraisal and shown on the Character Analysis Map on p.26. The basic criteria for identifying important trees and hedgerows are:-

- (a) They are in good condition.
- (b) They are visible at least in part from public view points.
- (c) They make a significant contribution to the street scene or other publicly accessible areas.

4.6. Open spaces or important gaps.

Those that contribute to the character and appearance of the Conservation Area and where development would be inappropriate are identified by this Character Appraisal and on the Character Analysis Map on p.26. The basic question asked in identifying such areas is does the open space or gap form an important landscape feature contributing to the spatial quality, special interest and character and appearance of the Conservation Area? Private open spaces forming an important setting for an historic asset and unkempt spaces that have the potential to be enhanced are candidates for selection subject to complying with the principle question.

4.7. Other distinctive features.

Those that make an important contribution to the special architectural or historic interest, character and appearance are identified by this Character Appraisal. In relation to walls and railings, those at and above prescribed heights in a conservation area - 1m abutting a highway (including a public footpath or bridleway, waterway or open space) or 2m elsewhere - are protected and require permission for their demolition.

4.8 Enhanced controls.

Reference has previously been made to the potential of introducing Article 4 Directions to control minor development in conservation areas in justified circumstances. The character appraisals undertaken to date for other conservation areas have identified that while many architectural and historic features remain unaltered on some non-listed buildings, the exercise of Permitted Development rights has eroded or seen removed such important features in many areas, causing substantial and accumulating harm to the special interest of those conservation areas. Should Members decide to proceed with such an initiative, such important historic detailing including features as identified below could justifiably be retained and inappropriate alterations to them controlled. In time some of the lost architectural detailing could then be restored.

- Chimneys, in good condition, contemporary with the age of the property and prominent in the street scene.
- Windows and doors visible from the street/s, where they make a positive contribution to the special interest and character and appearance of the Conservation Area. An Article 4 Direction made through a Section 71

Conservation Area Management Proposal can be an effective tool in controlling the loss of such features and, where already lost and replaced with inauthentic modern replacements, their restoration.

- Other features might include good quality architectural materials and detailing constructed of wood, metal or other materials.
- Walls or railings which make a positive architectural or historic contribution to the character or appearance of the Conservation Area. It may be appropriate to introduce Article 4 Directions to control the size and design of hard standings and the use of front gardens for off-street car parking.
- It may be appropriate to introduce Article 4 Directions to prevent the installation of PV and solar panels on prominent roof-slopes.
- It may also be appropriate to introduce Article 4 Directions to retain quality buildings below the prescribed Permitted Development threshold.

4.9. Negative features.

Buildings and features that are out of character with the Conservation Area and detract from or harm its special interest or are in poor repair are identified by the Character Appraisal and on the Character Analysis Map on p.26.

4.10. Important views.

These are identified by the Character Appraisal and on the Character Analysis Map on p.26.

4.11. Conservation Area boundaries.

In suggesting any revisions to the Conservation Area boundaries (see Part C – Conservation Area Management Proposals from p.26), principal consideration has been given as to whether or not the land or buildings in question form part of the area of 'special architectural or historic interest whose character or appearance of which it is desirable to preserve or enhance'. Too often modern development lacks the necessary architectural interest to merit retention. Similarly, large tracts of open space or farmland around a village should not now be included. The Conservation Area can include open land that has historic associations with the built form.

Boundaries will normally, but not always, follow existing features on the ground. Boundaries should accord with a distinct change in character or appearance on the ground such that the boundary is clear and defensible. This will often align with property boundaries, which will help in the future administration of the Conservation Area. Where one side of a street is in but the opposite side is not, the boundary would normally follow the crown of the road. Importantly, however and where conservation area legislation protects features such as wall/railings or trees that would otherwise form part of a Conservation Area boundary the latter should be extended a small but obvious distance beyond the protected feature in question to avoid any ambiguity in interpretation as to whether or not it lies within the Conservation Area.

All 'saved' Local Plan Policies and Government planning policies set out in the 'National Planning Policy Framework' (NPPF) apply as appropriate

- Resident conservation area boundary
- Local policies B16-B18 particularly apply
- Individually listed buildings/structures
- NPPF policies apply
- Neutral buildings
- Important open spaces to be protected
- Important water features to be protected
- Trees or dense wooded area and hedgerows making a positive contribution
- Selected important views to be protected



Crabb's Green Conservation Area Appraisal

Map 2: Character Analysis Map

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Ordnance Survey 100018528



Map 2: Character Analysis Map

5. Character Analysis.

5.1 General Landscape setting.

In terms of its wider setting, the Landscape Character Assessment produced in 2007 as a Supplementary Planning Document designated Landscape Character Areas. The Crabb's Green Conservation Area is within one of these areas, namely Area 148, Anstey and Pelhams Plateau.

The part of the document referring to Area 148 describes the wider area as:- *'The area is an extensive plateau bounded by the valleys of the Rivers Quin and Ash to the west and the River Stort to the east. The area could also be described as the Essex Marches, sharing similar characteristics with the landscape to the east. An organic, ancient landscape with frequent settlements containing a high proportion of vernacular properties. The plateau is gently undulating and is predominantly used for arable farming other than around settlements where the land-use is often pasture. The area has a strong rural character with many village pubs, flint churches, a good rights of way network and prominent scattered blocks of woodland. An electricity transformer station at Stocking Pelham and the associated high voltage power lines which stride across the landscape are a major eyesore in an otherwise mature landscape where cultural patterns are generally intact'.*

5.2 Overview. Crabb's Green is just to the south of Stocking Pelham, and is accessed by a single vehicular route from the north east of the green. There are various other rights of way around the green, including a link to the north west of the green, to the south west of the green, and to the south of the green.

5.3 Scheduled Ancient Monuments. There are no Scheduled Ancient Monuments within the Crabb's Green Conservation Area.

5.4 Areas of Archaeological Significance. There are no Areas of Archaeological Significance within the Crabb's Green Conservation Area.

5.5 Individually Listed Buildings. There are 3 Listed Buildings within the Conservation Area, which are: Blessings; Crabb's Green Farmhouse; and the Barn at Crabb's Green Farm.



Fig 6: Crabb's Green Farmhouse.

This is a Grade II listed building, listed in 1985, which according to the list description is C17th or earlier. It is of a timber-frame construction, and is of one and a half storeys, with an axial chimney. It would have originally been thatched but now has a tiled roof. There is a C20th extension on the north end. To the rear is a Grade II listed C17th timber-frame barn of three bays.



Fig 7: Blessings, or The Cottage.

This is a Grade II listed building, listed in 1975, which dates from the C17th or early C18th. It is one-storey timber-framed three-bay building in a linear plan with an axial chimney.

5.6. Important buildings within the curtilages of Listed Buildings.

It should be noted that s.1(5) of the Planning (Listed Buildings and Conservation Areas) Act 1990 extends the protection of the listing given to the main building to include curtilage structures, buildings and boundaries. These have, therefore, enhanced protection above that provided by being within a conservation area.

5.7 Important Open Spaces. Within the Crabb's Green Conservation Area the green is an area of open space identified as being of particular importance to the character and appearance of the Conservation Area. This area of open space should be protected from development that would harm its open character through the Planning Process.

5.8 Wildlife Sites.

A small Wildlife Site has been designated as Crabb's Green Common, which is wholly within the Conservation Area boundary. A second, far larger, Wildlife Site has been designated as Stocking Pelham Field Centre, the northern edge of which is partially within the southern boundary of the Conservation Area.

5.9 Particularly important trees and hedgerows.

Three dense wooded areas which form strong boundaries are noted as being particularly important for the character and appearance of the Conservation Area. They are:

- a) To the east of Crabb's Green Farm on the eastern boundary of the Conservation Area.
- b) To the north of the green up to the northern boundary of the Conservation Area.
- c) Along the southern boundary of the Conservation Area, to the south of the green.

5.10 Important views.

Two important views to be protected are shown on the Character Analysis Map on p.26. These are both views across the green. As per the 'eye' symbol shown on the Character Analysis Map, they are:

- a) View looking West across the green.
- b) View looking East across the green.



Fig 8: View looking West across the green



Fig 9: View looking East across the green

5.11 Elements harmful to the Conservation Area.

The Character Analysis Map on p.26 shows buildings and places that make no particular contribution to the special interest of the Conservation Area ('neutral') and those that are actually harmful. The demolition of these would not be a concern, subject to the details of the replacement being known and the opportunity to secure development that makes a positive contribution being taken. In order to comply with both the statutory consideration and the NPPF policies we are required to take into account the desirability of opportunities to enhance the character and appearance of a conservation area.



Fig 10: The Herts and Essex Electrical Transfer Station to the south of the Conservation Area has harmed its rural open setting.

5.12 Threats and Opportunities

A threat to the character and appearance of the Conservation Area is inappropriate new development, using unsuitable architectural cues and/or inappropriate modern materials.



Fig 11: The strong tree boundary along the south of the Conservation Area helps to shield the many pylons that go to the Herts and Essex Electrical Transfer Station but some pylons are clearly visible.

5.13 Suggested Boundary Changes.

Councils have a responsibility to ensure such areas justify conservation area status and are not devalued through the designation of areas that lack special historic or architectural interest. Prior to the proposed revisions set forth in this document, the boundaries of the Crabb's Green Conservation Area have been unchanged since the area was last revised in 1981. In a number of places the existing area does not define, as current Historic England guidance requires they should, where there was a clear change of character and a defensible boundary. The boundary changes proposed to be adopted through Part C – Conservation Area Management Proposals on p.26 relocate the boundary to locations that correctly define the relevant change of character from settlement to countryside.

6. Summary of Special Interest of the Crabb's Green Conservation Area

The overall characteristics of the Conservation Area can be summarised as follows:

- a) A historic hamlet with buildings overlooking a large open green. The surrounding landscape is largely farmland underlining the rural past of the hamlet.
- b) The public realm is of a rural character.
- c) The hamlet is quite visually enclosed by surrounding trees with the important long views being across the green. Views of the surrounding countryside unfold to the west.

7. Summary of Issues

Issues facing the Conservation Area at present can be summarised as follows:

- a) Increasing public interest in photovoltaic (PV) and solar panels has much potential to cause harm. Such matters contribute to the declining quality of parts of the Conservation Area. Consideration should be given to introducing an Article 4 direction to control minor development, arrest the decline of the area and, in time, restore those buildings presently harmed by poor quality alterations.
- b) It should be assumed that development pressure will continue that seeks to meet housing demand. Cul-de-sac development should avoid being overly self-contained and be designed to ensure good secondary links with adjacent sites. Much recent housing has been of only neutral quality that has diluted the character and appearance of the area. High quality design and materials that reinforces local character should be demanded of all future development within the Conservation Area.
- c) Where buildings are identified on the Character Analysis map as being 'neutral' it must be possible to redevelop to a high design standard such that the replacement property enhances the character and appearance of the Conservation Area.
- d) Reasonable steps should be taken to protect local facilities as a means of supporting rural life.
- e) There are private gardens around the houses and there is strong surrounding tree cover around the green. These contribute greatly to views and are important for wildlife. Their loss to piecemeal development would have an adverse effect on the character of the area.

The issues raised above can be brought under planning control with an up-to-date and rigorously applied Article 4 direction. Steps to seek the restoration of lost vernacular features may also be sought both through local policy, and the persuasion of the owners.

PART C – CONSERVATION AREA MANAGEMENT PROPOSALS

8. Management Proposals.

8.1. Revised Conservation Area Boundary.

The revised boundary is shown on the Character Analysis Map on p.26 and includes the following amendments.

- a) De-designate: Area along Crabb's Lane to the north of the Conservation Area and the land either side.

This land is of typical rural character and is not of special architectural or historic interest. Its inclusion devalues the status of the Conservation Area.

- b) De-designate: Small strips of land to the north and south of Sweetfield.

To rationalise the boundary.

- c) De-designate: Small triangle of land south of the west end of the green.

To rationalise the boundary.

- d) De-designate: Small strip of land south of dense wooded area to the south of the green.

To rationalise the boundary.

- e) Designate: Strip of land along the southern boundary, to the south of the ponds in the dense wooded area.

To include areas of special interest.

8.2. General Planning Control and Good Practice within the Conservation Area.

All 'saved' planning policies are contained in the East Herts Local Plan Second Review adopted in April 2007. It is currently in the context of this document and the National Planning Policy Framework (NPPF) that the District Council will process applications. The NPPF is supplemented by Planning Practice Guidance. One such guidance note of particular relevance is 'Conserving and Enhancing the Historic Environment'. Historic England is also committed to the production of a series of 'Good Practice Advice' notes to supplement the above. In due course the 2007 Local Plan will be replaced by the District Plan whose policies will then have full weight.

8.3. Contact and advice.

Applicants considering submitting any application should carefully consider the relevant policies and if necessary contact Officers to seek pre-application advice.

Telephone: 01279 655261

E-mail: planning@eastherts.gov.uk

Website: www.eastherts.gov.uk

Or write to: Development Management, East Herts District Council, Wallfields, Pegs Lane, Hertford, SG13 8EQ

8.4. Guidance Notes.

Applicants may also wish to refer to one of the several Guidance Notes previously referred to and available on the Council's website at:-

www.eastherts.gov.uk/conservationareas

8.5. Listed Building Control and Good Practice.

Those buildings that are individually listed are identified on the Character Analysis Map on p.26 and within the text of this document. Other pre-1948 buildings, structures or walls within the curtilage of a Listed Building may be similarly protected in law. Please seek pre-application advice on this point. Listed Buildings are a significant asset in contributing to the quality of the Conservation Area. It is essential that their architectural detailing is not eroded nor their other qualities and settings compromised.

8.6. Development Management – Wildlife Sites. Any development that adversely affects wildlife species occupying such sites will not normally be permitted and would need clear justification. Proposals will be considered against Policies ENV14 and ENV16 of the Local Plan.

8.7. Planning Control – Important open land, open spaces and gaps.

This Character Appraisal has identified the green at Crabb's Green as a particularly important open space. This open space will be protected. Other nearby open spaces may have high amenity value but lack conservation special interest.

8.8. Planning Control – Particularly important trees and hedgerows. Only the most significant trees are shown diagrammatically. It has not been possible to plot trees on inaccessible land. Subject to certain exceptions all trees in a Conservation Area are afforded protection and a person wanting to carry out works has to notify the Council. Trees that have not been identified may still be considered suitable for protection by Tree Preservation Orders. Owners are advised to make regular inspections to check the health of trees in the interests of amenity and Health and Safety.

8.9. Planning Control - Important views. A selection of general views is diagrammatically shown. Policy BH6 is particularly relevant.

8.10. Enhancement Proposals. The Character Appraisal has identified a number of elements that detract which are summarised in the Table below together with a proposed course of action; other actions are also identified. Within the staff and financial resources available, Council Officers will be pro-active and provide

assistance. It must be recognized that such improvements will generally be achieved only with the owner's co-operation.

8.11 Schedule of Enhancement Proposals

Detracting element	Location	Proposed Action.
Loss of local facilities that is eroding rural life and changing the character of the area.	Extensive.	Through Neighbourhood Plan, planning system and associated protection measures.
Poor quality alterations and materials implemented under permitted development rights.	Scattered	Seek to implement an Article 4 direction. Protect and preserve surviving features and seek to restore previously lost features through future planning applications.
PVCu replacement window and doors and thick double glazing.	Scattered	Seek to implement an Article 4 direction. Retain historic originals and improve quality through future planning applications.
Modern development of neutral architectural quality harming the character and appearance of the CA.	Scattered	Seek better architectural quality that reinforces local styles and materials for future developments through the planning system.
Pressure for back-land development on gardens.	Scattered	Avoid harm through the planning system.
Other Actions.		
For discussion with Parish Council and community.		

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Appendix 1

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful checklist to identify elements in a conservation area which may contribute to the special interest. The checklist is reproduced below:-

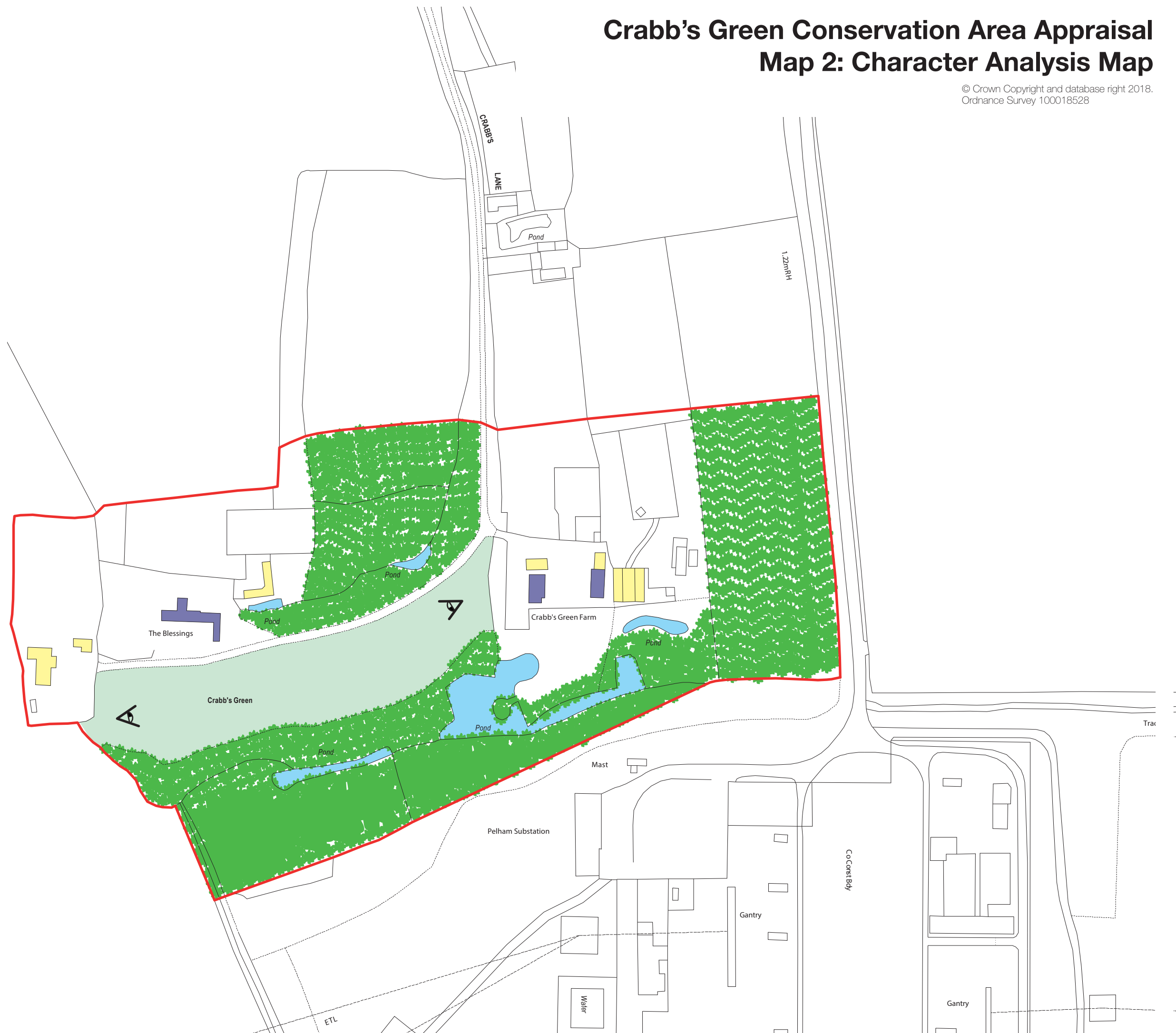
- Is it the work of a particular architect or designer of regional or local note?
- Does it have landmark quality?
- Does it reflect a substantial number of other elements in the conservation area in age, style, materials, form or other characteristics?
- Does it relate to adjacent designated heritage assets in age, materials or in any other historically significant way?
- Does it contribute positively to the setting of adjacent designated heritage assets?
- Does it contribute to the quality of recognisable spaces including exteriors or open spaces with a complex of public buildings?
- Is it associated with a designed landscape e.g. a significant wall, terracing or a garden building?
- Does it individually, or as part of a group, illustrate the development of the settlement in which it stands?
- Does it have significant historic association with features such as the historic road layout, burgage plots, a town park or a landscape feature?
- Does it have historic associations with local people or past events?
- Does it reflect the traditional functional character or former uses in the area?
- Does its use contribute to the character or appearance of the area?

A positive response to one or more of the following may indicate that a particular element within a conservation area makes a positive contribution provided that its historic form and values have not been eroded.

Individually listed buildings/structures:
NPPF policies apply



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**PAPER C APPENDIX A - DRAFT OF MAP 2 CHARACTER ANALYSIS MAP
(SHOWS PROPOSED BOUNDARY AMENDMENTS PUT TO PUBLIC CONSULTATION)**



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EAST HERTS COUNCIL

EXECUTIVE – 17 JULY 2018

REPORT BY EXECUTIVE MEMBER FOR DEVELOPMENT MANAGEMENT AND COUNCIL SUPPORT

EAST END GREEN CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS

WARD(S) AFFECTED: HERTFORD RURAL SOUTH

Purpose/Summary of Report

- To enable Members to consider the East End Green Conservation Area Character Appraisal and Management Proposals following public consultation and consideration of the comments received.

<u>RECOMMENDATION(S) FOR EXECUTIVE : That Council:</u>	
(A)	note the responses to the public consultation and support the Officer responses and proposed changes to the East End Green Conservation Area Character Appraisal and Management Proposals,
(B)	delegate authority to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and
(C)	support for adoption the East End Green Conservation Area Character Appraisal and Management Proposals.

1.0 Background

- 1.1 East Herts has a rich environmental heritage which includes 42 Conservation Areas. The East Herts Local Plan commits the Council to review its Conservation Areas, a requirement which is also set out in national legislation.
- 1.2 The review of the East End Green Conservation Area is one of a series of reviews being undertaken.
- 1.3 Each document identifies the special character of the respective conservation area together with the elements that should be retained or enhanced and those which detract from the identified character. Existing boundaries are reviewed and, where appropriate, practical enhancement proposals are suggested.
- 1.4 Once Members have considered each document and it has been adopted by the Council, it becomes a 'material consideration' in the process of determining planning applications.

2.0 The East End Green Conservation Area Character Appraisal and Management Proposals.

- 2.1 The Conservation Area was designated in 1981. This is the first review of the designation.
- 2.2 The production of Management Proposals is a statutory duty under s.71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The associated Character Appraisal is a necessary stage in the devising of Management Proposals as it analyses and describes the character and appearance of the conservation area that the Management Proposals seek to preserve and enhance.
- 2.3 S.71 of the Act requires that Councils put the Management Proposals to a public meeting, considers the responses

received and makes any appropriate amendments before adopting the document.

- 2.4 The East End Green Conservation Area Character Appraisal and Management Proposals were drafted in late 2017 – early 2018⁴ and put to a public meeting at Hertingfordbury Cowper School (the nearest public hall) on the 18 April 2018. The meeting featured an exhibition showing the proposals and a Conservation Officer was there to answer any questions. The meeting was well attended given the small size of the hamlet, with most local residents coming to view the proposals. There followed a period of public consultation from 16 April to 1 June 2018.
- 2.5 The ‘Consultation Draft’ included a number of amendments to the boundary of the Conservation Area. These are designed to make the Conservation Area more logical and defensible, particularly in the context of Planning Appeals. They are detailed in 8.1 of the Management Proposals on p. 44. A large map showing these boundary amendments was displayed at the public meeting and has been included, along with the revised document, in **Essential Reference Paper C** to this report.
- 3.0 Public consultation responses.
- 3.1 Six consultee responses were received during the consultation period. These have been carefully considered and are detailed in **Essential Reference Paper B**.
- 3.2 The public response at the public meeting and through written responses was generally positive.
- 3.3 Two residents objected to the amendment of the Conservation Area boundary to exclude the oval field and the scrubland to the north east. They argue that this land falls within the deeds of the village and once contained farmsteads and buildings that were demolished in the 19th C. Officers are

of the view that, while this is of historical interest, the land is now open fields and unkempt scrubland and is not, therefore of any special architectural or historic special interest. In line with Historic England's guidance, officers conclude that it does not warrant inclusion in the Conservation Area.

- 3.4 Other responses included corrections and snippets of local information that have been included in the documents where appropriate and an additional proposal for future enhancements. This has been included for future consideration by the Parish Council and residents.

4.0 Adoption of the East End Green Conservation Area Character Appraisal and Management Proposals document.

- 4.1 No other relevant considerations have come to light since the public consultation and, as amended, the East End Green Conservation Area Character Appraisal and Management Proposals document is recommended for adoption by the Council. It can be found at **Essential Reference Paper C** to this report.

- 4.2 Further minor changes will be incorporated reflecting the status of the final document once Members have considered it for adoption.

5.0 Implications

- 5.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Consultee responses at:

<http://democracy.eastherts.gov.uk/mgIssueHistoryHome.aspx?Id=22138&PlanId=276&J=8>

Contact Member: Councillor S Rutland-Barsby,
Executive Member for Development Management
and Council Support
suzanne.rutland-barsby@eastherts.gov.uk

Contact Officer: Kevin Steptoe
Head of Planning and Building Control,
Ext 1407
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Senior Conservation and Urban Design Officer
mike.brown@eastherts.gov.uk

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IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives :	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives
Consultation:	Undertaken with residents and local stakeholders and summarised in Essential Reference Paper B.
Legal:	Preparation of the Character Appraisal and Management Proposals fulfils statutory requirements.
Financial:	<p>Costs associated with the preparation of the document are met from within existing staffing and operational budgets.</p> <p>The Management Proposals suggest works and actions which could be undertaken to enhance the character and appearance of the Conservation Area and to seek to remove those detracting elements which would generally be the responsibility of individual owners. Certain actions might result in additional cost. The Council is not yet committed to undertaking such further action in the East End Green Conservation Area and any identified costs can be further assessed should such a decision be reached. The cost associated with the introduction of Article 4 directions will be met from within existing staff budgets.</p>
Human Resource:	No additional staffing implications.
Risk Management:	No significant risk issues.
Health and wellbeing –	The Character Appraisal and Management Proposals seek to protect and secure the character of the area.

issues and impacts:	
Equality Impact Assessment required:	No.

Essential Reference Paper B

Issue	Representations made	Officer comment
General Points.	A resident provided a number of minor amendments and corrections to the text. They commented that one of the historic maps merited being enlarged.	Noted. The text has been amended appropriately. The historic map can be digitally enlarged to reveal its details.
	A further submission from the above resident. They table their objections to the proposed removal of the area to the north east of the Conservation Area that includes the oval field and the overgrown area to its east on the grounds that they were part of the historic hamlet and deeds and once included farmstead buildings that were demolished in the 19th C.	<p>We acknowledge the historic connection. However, the buildings were demolished over 100 years ago and the land is now an open field and run down scrubland. As such, in line with Historic England's guidelines, it lacks the special architectural or historic interest essential to be retained in the Conservation Area. No change proposed.</p> <p>One of the proposed Management Proposals is to clear this scrubland and thereby improve the setting and views of</p>

		the CA.
	A resident provided photos taken in 1983 showing the appearance of their house and nearby trees. They would like the Field Maples planted in the in the 1980s in the dell cut down and replaced with the 4 Hawthorn trees that preceded them (see Management Proposals below). They make a number of points relating to the maintenance of the Green, trees and the road.	Interesting photos showing the evolution of the area in recent years. The proposed tree replacement has been added to the Management Proposals for further consideration. Maintenance issues are with local owners and the Parish Council to address.
	The above resident wrote again this time to object to the dedesignation of the scrubland area to the east of the oval field.	This area is run down scrubland. As such, in line with Historic England's guidelines, it lacks the special architectural or historic interest essential to be retained in the Conservation Area. No change proposed.
	One resident was keen that the road should not be tarmacked but should retain its 'recreational	We agree that the gravelled road is an important part of the area's character and

	standard affording pedestrians and cyclists safe passage. Pot holes should be filled promptly.	appearance. Pothole repairs are a PC responsibility outside the remit of this Character Appraisal. No change proposed.
Management Proposals - General	The PC did not table any further Management Proposals for inclusion in the document.	Noted.
	One resident wished to see the Field Maples planted in the dell in the 1980s cut down and replaced with the 4 Hawthorne trees that preceded them.	This proposal will be included in the Management Proposals for further consideration by the PC.

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EAST END GREEN CONSERVATION AREA

CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS



ADOPTED 25 JULY 2018

East Herts District Council
Pegs Lane, Hertford, SG13 8EQ

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EAST END GREEN CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS

Adopted 25 July 2018

This Character Appraisal has been produced by officers of East Hertfordshire District Council to identify the special architectural or historic interest, character and appearance of the East End Green Conservation Area, assess its current condition, identify threats and opportunities related to that identified special interest and any appropriate boundary changes.

The Management Proposals section puts forward initiatives for the Conservation Area designed to address the above identified threats and opportunities that will preserve and enhance its character and appearance.

A public meeting was held on the 18 April 2018 to consider the draft Character Appraisal and the Management Proposals – for the latter, as required under s.71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The draft document was then put to public consultation between 18 April and 1 June 2018. The comments received by the Council have been included in this document where appropriate. The document was formally adopted by full Council on 25 July 2018 upon the recommendation of the Executive Committee.

The content of Character Appraisals written from 2015 which include this paragraph differ slightly from predecessor documents. Selected revisions have been incorporated to reflect changes to legislation, the emerging District Plan, nomenclature, consolidation and other improvements resulting from experience gained to date.

1. Introduction.

1.1. The historic environment cannot be replaced and is a resource that is both fragile and finite. Particularly in an age when society and its needs change with rapidity, the various historic and architectural elements of conservation areas can be perceived to interact in a complex manner and create a 'unique sense of place' that is appreciated by those lucky enough to reside in such special places and the many interested persons who appreciate and visit them.

1.2. East Hertfordshire District has a particularly rich and vibrant built heritage, featuring 42 conservation areas and approximately 4,000 fine listed buildings displaying a variety of styles representative of the best of architectural and historic designs from many centuries. Generally and very importantly the clear distinction between built form and open countryside has been maintained.

1.3. The District is situated in an economically buoyant region where an attractive environment, employment opportunities and excellent transport links, road, rail and air, make it a popular destination to live and work. In addition to London, a short commuting distance away, the District is influenced by other factors beyond its administrative area, such as Stansted Airport and the towns of Harlow and

Stevenage. With such dynamics it is inevitable that the historic environment will be subject to pressures which emphasize the need to protect it.

1.4. The East Hertfordshire Local Plan Second Review, adopted in April 2007, recognises these facts and commits the Council to review its conservation areas and their boundaries. The production of this document is part of this process.

1.5. Conservation areas are places which are considered worthy of protection as a result of a combination of factors such as the quality of the environment, spatial characteristics, the design and setting of the buildings or their historic significance. In addition to the individual qualities of the buildings themselves, there are other factors such as the relationships of the buildings with each other, the quality of the spaces between them and the vistas and views that unite or disrupt them. The relationship with adjoining areas and landscape, the quality of trees, boundary treatments, advertisements, road signage, street furniture and hard surfaces, are also important features which can add to or detract from the special interest, character and appearance of a conservation area.

1.6. This document was produced in accordance with Historic England guidance, the most recent of which is Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016). The Character Appraisal recognises the importance of the factors listed above and considers them carefully. Now approved, this document is to be regarded as a 'material consideration' when determining (deciding) planning applications. The Management Proposals section puts forward simple practical initiatives that would preserve the Conservation Area from identified harm and also any appropriate projects and proposals that would, as and when resources permit, enhance its character and appearance.

1.7. The recommendations concerning non-listed buildings and structures are normally formed by the field-workers observations made from the public realm and seldom involve internal inspection or discussions with owners. Thus such recommendations contained in this Character Appraisal might be subject to reconsideration through the planning application process, where that is necessary, and which would involve the submission of additional information. Similar considerations apply to estimating dates of buildings.

1.8. This Conservation Appraisal:

- Identifies the special architectural or historic interest, character and appearance of the Conservation Area.
- Identifies elements that make a positive contribution to the above special interest, character and appearance of the Conservation Area that should be retained, preserved or enhanced;
- Identifies neutral elements that might be beneficially enhanced or, alternatively, replaced by something that makes the above positive contribution;
- Identifies detracting elements it would be positively desirable to remove or replace;

- Reviews the existing boundaries to ensure that they clearly define the Conservation Area and align with distinct changes of character with outside areas such that the Conservation Area is both cohesive and defensible;
- Identifies threats to the Conservation Area's special interest, character and appearance and any opportunities to enhance it;

1.9. The Management Proposals section:

- Puts forward any required boundary changes to omit or add areas to the Conservation Area that would make it both cohesive and defensible;
- Proposes measures and initiatives that address the threats to the Conservation Area's special interest, character and appearance identified in the Character Appraisal;
- Proposes initiatives and projects that exploit the opportunities identified in the Character Appraisal that both preserve and enhance the Conservation Area's special interest, character and appearance
- Puts forward appropriate enhancement proposals mindful of any funding constraints;

1.10 The document was prepared with the assistance of members of the local community and includes additional input from the public through the public meeting and the consultation exercise.

1.11 Acknowledgement and thanks are recorded to Hertfordshire County Council whose Historic Environment Unit has been particularly helpful and Peter Newson dip.arch RIBA (retired) for his detailed knowledge of the history of the area.

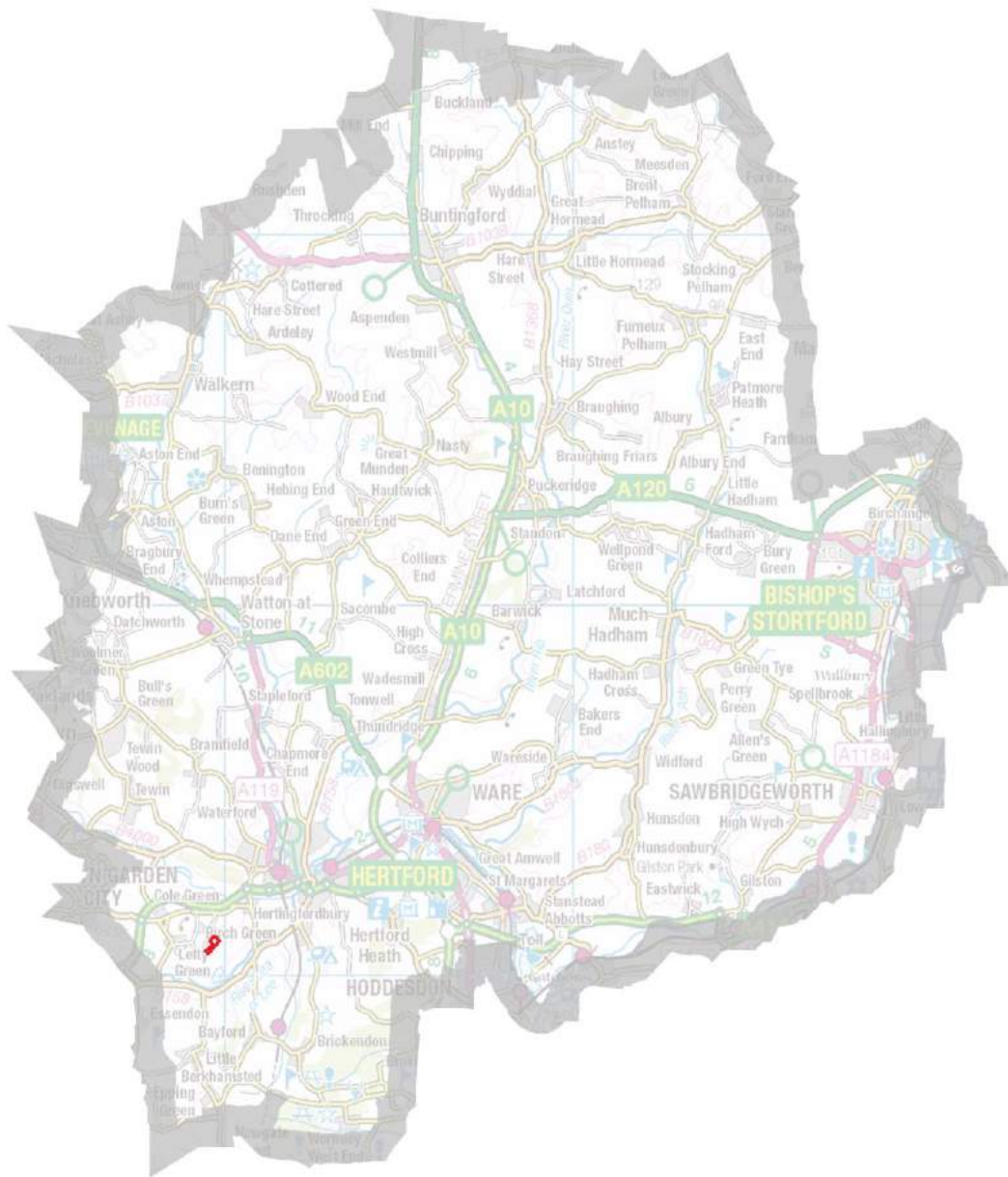
1.12. This document is written in three parts:

Part A - Legal and Policy Framework.

Part B – Character Appraisal;

Part C - Management Proposals.

1.13 Location of the Conservation Area within the East Herts District



Map 1. Location Plan



Aerial photograph 2010

PART A - CONTEXT

2. Legal and Policy framework.

2.1. The legal background for designating a conservation area is set out in Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. This states that the Council shall from time to time (now defined as 5 years) review its area and designate as conservation areas any parts that are of '*special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance*'. The same section of the Act also requires that councils undertake periodic reviews.

2.2. Section 71 of the Act requires Councils to, from time to time (now defined as 5 years), '*formulate and publish proposals for the preservation and enhancement*' of conservation areas, hold a public meeting to consider them and have regard to any views expressed at the meeting concerning the proposals.

2.3 The production of a Conservation Area Character Appraisal, which identifies the special interest and the threats and opportunities within a conservation area, is an essential prerequisite to the production of s.71 Management Proposals (although, interestingly, it is the production of the latter that is the statutory duty).

2.4. Planning Controls. Within conservation areas there are additional planning controls and if these are to be justified and supported it is important that the designated areas accord with the statutory definition and are not devalued by including land or buildings that lack special interest.

2.5. Planning permission is required for the demolition of a building in a conservation area but is subject to certain exceptions. For example, it does not apply to listed buildings (which are protected by their own legal provisions within the 1990 Act) but is relevant to other non-listed buildings in a conservation area above a threshold size set out in legislation*. Looking for and assessing such buildings is therefore a priority of this Appraisal.

2.6. Certain ecclesiastical buildings (which are for the time being used for ecclesiastical purposes) are not subject to local authority administration provided an equivalent approved system of control is operated by the church authority. This is known as the 'ecclesiastical exemption'. Importantly in such circumstances, church authorities still need to obtain any other necessary planning permissions under the Town and Country Planning Act 1990.

2.7. Permitted Development. The Town and Country Planning (General Permitted Development) (England), Order 2015 defines the range of minor developments for which planning permission is not required. This range is more restricted in conservation areas. For example, the Order currently requires that the addition of dormer windows to roof slopes, various types of cladding, satellite dishes fronting a

* The demolition of a building not exceeding 50 cubic metres is not development and can be demolished without planning permission. Demolition of other buildings below 115 cubic metres are regarded as 'Permitted Development' granted by the General Permitted Development Order, subject to conditions that may require the Council's 'prior approval' regarding methods of proposed demolition and restoration.

highway and a reduced size of extensions, all require planning permission in a conservation area.

2.8. However, even within conservation areas there are other minor developments associated with many non-listed buildings that do not require planning permission. Where further protection is considered necessary to preserve a conservation area from harmful alterations carried out under such 'Permitted Development Rights', the law allows Councils to introduce additional controls if appropriate. Examples of such controls can commonly include some developments fronting a highway or open space, such as an external porch or the demolition of some gates, fences or walls or their alteration. The removal of existing architectural features that are identified as being important to the character or appearance of a conservation area (such as chimneys, traditional detailing or materials, porches, windows and doors or walls or railings) can be made subject to protection by a legal process known as an 'Article 4 Direction' which withdraws 'Permitted Development Rights'. The use of such Directions needs to be made in justified circumstances where a clear assessment of each conservation area has been made. In conducting this Character Appraisal, consideration has been given as to whether or not such additional controls are appropriate.

2.9. Works to Trees. Another additional planning control relates to trees located within conservation areas. Setting aside various exceptions principally relating to size, any proposal to fell or carry out works to trees has to be 'notified' to the Council. The Council may then decide whether to make the tree/s subject to a Tree Preservation Order. This Character Appraisal diagrammatically identifies only the most significant trees or groups of trees that make an important contribution to the character or appearance of the Conservation Area, particularly when viewed from the public realm. Other trees not specifically identified may still be suitable for statutory protection through a TPO. There is currently one TPO within the Conservation Area; on the frontage of certain dwellings facing the Green from Keepers Cottage east to the dell.

2.10. Some hedges may be protected by the Hedgerow Regulations 1997. This legislation is extremely complicated and only applies in certain situations that are determined by the location and extent of the hedge, its age and or its historical importance, the wildlife it supports and its number of woody species. Whilst the Regulations do not apply to domestic garden hedges, such garden hedges which are considered to be visually important have been identified. It is hoped their qualities are recognised by owners and the community and will be retained.

2.11. National Planning Policy Framework. The principle emphasis of the framework is to promote 'sustainable development'. Economic, social and environmental factors should not be considered in isolation because they are mutually inter-dependent and collectively define what is sustainable development. Positive improvements in the quality of the built, natural and historic environment should be sought, including replacing poor design with better design. Whilst architectural styles should not be imposed (unless, of course the conservation area is of homogenous architectural style – which is not the case with East End Green) it is considered essential to reinforce local distinctiveness.

2.12. Of particular relevance to this document, the National Planning Policy Framework advises as follows:

- There should be a positive strategy in the Local Plan for the conservation of the historic environment and up-to-date evidence used to assess the significance of heritage assets and the contribution they make.
- Conservation areas. Such areas must justify such a status by virtue of being of *'special architectural or historic interest'*.
- Heritage assets. A heritage asset is defined 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 listings)' and non-designated assets – for example archaeological assets.*
- Considerable weight should be given to conserving such heritage assets and the more important they are the greater the weight. For example the effect of an application affecting a non-designated heritage asset should be taken into account and a balanced judgment reached. Substantial harm to or loss of a grade II listed building should be exceptional whilst harm to heritage assets of higher status, e.g. a grade I or II* listed building should be wholly exceptional.
- Local Planning Authorities should look for opportunities for new development within conservation areas to enhance or better reveal their significance and proposals that preserve such elements should be approved.
- The use of Article 4 Directions to remove national permitted development rights should be limited to situations *'where this is necessary to protect local amenity or the well being of the area...'*
- Green areas. Such areas of particular importance can properly be identified for special protection as Local Green Spaces in selected situations.

2.13. East Hertfordshire's Environmental Initiatives and Local Plan Policies. East Hertfordshire is committed to protecting conservation areas and implementing policies which preserve and enhance them; to support their preservation through the publication of design and technical advice and to be pro-active by offering grants and administering a Historic Buildings Grant Service. With regard to the latter, grants are awarded on a first-come-first-served basis in relation to works which result in the maintenance of listed buildings and other unlisted buildings of architectural or historic interest. Details are available on the Council's website.

2.14. In respect of the above the Council has produced a number of leaflets and guidance notes that are available on line. These 'guidance notes on the preservation and repair of historic materials and buildings' provide useful information relevant to the preservation and enhancement of conservation areas. They will be updated as resources permit.

2.15. The Council also has a 'Heritage at Risk Register', originally produced in 2006 and updated in 2016 and 2017. This document is available on the Council's website. There are no such buildings within the East End Green Conservation Area.

2.16. The East Herts Local Plan was adopted by the Council in 2007. The 'saved' policies set out in the plan remain in force and are relevant in relation to conservation area and historic building considerations. The Local Plan and its policies can be viewed on the Council's website or a copy can be obtained from the Council (contact details are set out at the end of this document).

2.17. In accordance with the requirements of the Planning and Compulsory Purchase Act 2004, the Council is in the process of preparing a planning policy document which will replace the 2007 Local Plan. This will be known as the East Herts District Plan (DP). Once adopted the DP will contain the relevant Council planning policies. As currently drafted, this emerging District Plan advises that new development within a conservation area should, *inter alia*, conform with the content of the relevant Character Appraisal.

2.18. East End Green Conservation Area was first designated on 28 January 1981. This is the first review of the Conservation Area and production of a Character Appraisal or Management Proposals since then.



The Wellhead gear. Now relocated (see 3.1.4) and Part C – Management Proposals

Part B – CONSERVATION AREA CHARACTER APPRAISAL

3. Origins and Historical Development

3.1. There are 5 entries within the County Archaeologist's Historic Environment Record for East End Green. They summarized as follows:-

3.1.1 EAST END GREEN, HERTINGFORDBURY

HER Ref: MHT 30272

Post-medieval hamlet around a green

East End Green is a small green on Woolmers Lane, an area of common land with lanes and tracks coming in at the corners. Typical of the dispersed settlement pattern in Hertfordshire, often called Ends or Greens. Like many Greens, it has a farmstead, East End Farm [16387], and cottages scattered around its edges. A number of buildings shown on early maps have not survived to the present day – notably on the paddock and its surrounds. The oldest extant building, The Cottage, dates to the late 15th or early 16th century. The 1838 tithe map shows only six houses as well as the farm, and some empty plots which imply a loss of population, although the 1880 OS map may show some of them planted as small orchards. By 1880 the house on the paddock at the NE end of the Green had been demolished, to be replaced by an orchard.

3.1.2 EAST END GREEN FARM, EAST END GREEN, HERTINGFORDBURY

HER Ref: MHT 16387

Post-medieval farmstead with brick farmhouse.

The farmhouse at East End Green Farm was built c.1800. It replaced an earlier farmhouse, probably vernacular in style but also two storeys with attics. The present house is in stock brick with white brick dressings and tiled roof with three dormer windows in a polite style. Three bays wide with original lean-to outshuts at each end, and a central entrance. At the back is a central full-height staircase wing. Some surviving original features, including fireplaces and the upper part of the staircase. The house was extended and altered in the 20th century, both lean-to outshuts having been extended to the rear. In the early 20th century a weatherboarded range was added to the right (a dairy), single-storey and attics with dormers. This connects the house with the barn, which is 17th or 18th century, timber-framed and weatherboarded on a brick base, four bays long and with double doors on both sides in the second bay from the house. The c.1800 house evidently replaced an earlier farmhouse. Listed Grade II.

The farm was restored from 1988 onwards by the writer Frederick Forsyth; the house faces SE onto the courtyard lined with weatherboarded buildings including the barn, other barns, stables, a grain store and a dairy. Most have been converted into domestic occupation. Major additions to the farm buildings were put up in the 20th century, but the layout has not otherwise altered.

3.1.3 KEEPER'S COTTAGE, EAST END GREEN, HERTINGFORDBURY

HER Ref: MHT 31400

Late 16th or early 17th century timber-framed house, divided into two cottages in the 19th century and extended as one house in the 20th century.

Keeper's Cottage is a two-storey timber-framed house built in the late 16th or early 17th century. Originally three bays wide with lobby entry plan, it had a central door and central ridge chimneystack, and a catslide roof over a continuous lean-to outshut at the rear. Single-storey and attic two-bay brick addition with front gable added in the 20th century; the central door blocked and replaced with a new entrance in the extension. Inside the house is exposed timber framing. The house is shown on the 1838 tithe map occupying one of three house plots on the south side of the green [30272]. The 1880 OS map shows it divided into two cottages, with outhouses on the west side of the plot. It remained divided until the 20th century.

3.1.4 SITE OF WELLHEAD GEAR, EAST END GREEN, HERTINGFORDBURY

HER Ref: MHT 5675

Late 19th century well on the Green, the superstructure demolished in the late 20th century.

Wellhead gear with a simple iron arch and pulley ring springing from a circular yellow brick wall 3ft high. Probably erected by Earl Cowper c.1890. The wellhead was removed and the well covered over by 1994.

'Well' is marked on the 1898 and 1923 OS maps towards the SW end of the Green and beside the road which enters the common land from the west. The 1923 map shows it as a circular structure, which accords with the surviving elements discovered recently.

They are presently (2017) located within the grounds of Orchard Cottage in the field to the south of The Cottage. See photo on p.10. In addition, the well site has apparently been rediscovered (2018). A potentially interesting restoration project – see Part C Management Proposals).

3.1.5 THE COTTAGE, EAST END GREEN, HERTINGFORDBURY

HER Ref: MHT 30273

Late medieval timber-framed hall house, altered to a lobby entry plan

Timber-framed hall house built in the late 15th or early 16th century as a two-bay open hall. Upper floor inserted and a brick chimney stack built through the ridge in the late 16th to mid-17th century giving it a lobby entry form. Now a single-storey and attic house on a brick plinth. Side and rear extensions were added in the 20th century, so the entrance is now off-centre.

The 1838 tithe map shows the house in its plot at the SW end of East End Green [30272], with a large outbuilding north of the house. By 1880 this had been demolished and the house extended to the SE. The 1898 and 1923 OS maps imply other alterations and possibly the replacement of the earlier extension. By 1923 the garden had been enlarged.

3.2 This is a tiny rural settlement of a moderately large farm that includes a farm manager's cottage, the old dairy, three barn residential units and the farmhouse and 6 dwellings along the Green;- a total of 11 dwellings. This is not large enough to support either a pub or a church. The local pub was at Pipers End – The Black House/The Red House - now demolished. This also served as the milk station for East End Green Farm until just after the war. The Chapel at Letty Green and, for high days and holy days, St. Mary's at Hertingfordbury were a brisk walk away.

3.3 Prehistoric, (before 600BC), Iron Age (600BC -43AD), Roman (AD43 - c450), Saxon (c450 - 1066), Norman and Medieval (1066-1500).

As a post Medieval settlement and with little archaeological evidence from the immediate area available, little can be said with confidence about these periods as they relate to the area. Nevertheless, evidence of human settlement along the Lea Valley can be traced to the Mesolithic period (circa 6,500 BC) and, of course, Hertford from the Late Iron Age and Hertingfordbury from the 12th c. were well-established long before East End Green was settled. It is one of five Greens (or 'Ends') associated with the main village of Hertingfordbury and part of its Parish, being Birch Green, Cole Green, East End Green, Letty Green and Staines Green. It is a rural hamlet set on the northern glacial drift valley crest overlooking the River Lea along which, by 700 BC, there were a scattering of small settlements. The SW/NE linear orientation of the hamlet aligns with both the ridge and that of the River some 38 metres below. It is the southernmost of the five Greens.

East End Green's origins were agricultural, East End Green Farm retains this use today, and would have related commercially primarily to Hertford, then Hertingfordbury and the Roxford Estate, Panshanger to the north and, just to the east, the directly adjoining Woolmers Park.

3.4 Norman and Medieval (1066-1500)

The publication, *Place Names of Hertfordshire, English Place-Name Society Vol. XV 1938, Cambridge University Press, 1970* advises several names for East End Green.

1420 – le Estendgrene

1611 – Easten Greene

1938 – Eastend Green

Modern – East End Green

The 1420 date is the earliest known reference to East End Green. It does not feature in The Domesday Book, the census commissioned by William I in 1086. This does record Hertingfordbury, Panshanger and the Roxford Estate, but none of the five Greens are recorded, from which it is surmised that they were as yet unsettled.

3.5 16th – 17th Century

Regrettably there are no records known that might help us understand the early history of East End Green. East End Farmhouse is circa 1800 but is assumed to have replaced an earlier and probably timber-framed vernacular building. The Cottage is the earliest surviving building at late 15th C or early 16th C. followed by Keepers Cottage of late 16th C. or early 17th C.

3.6 18th Century

The 1732 Griffin map depiction of East End Green is topographically remarkable accurate and can readily be compared to current OS mapping, aerial/Google earth photographs.

The extent of common land shown contained by a perimeter fence line closely matches the Village Green Conveyance Deed to the Hertingfordbury Parish Council in 1975. The most imposing building illustrated is on the current site of East End Green Farm, however the plan of an apparent farmstead is depicted opposite south of the public byway where only a shallow excavation now exists and is ascribed to Mr Brace.

Following along the southern common land boundary were five buildings shown facing the Green of which just Keepers Cottage and Orchard Cottage survive. However, whilst of earlier age, just east of the 'triangle' and site of the communal well, the still existing 'The Cottage' is not shown.

The opposite northern common land boundary depicts a tree-dotted hedgerow which survived until the arrival of Dutch Elm disease in 1980 when, regrettably, they had to be felled and replanted with other native trees. Fields adjoining are ascribed to Mr Grub and Mr Grace.

The Griffin map shows further buildings within the oval paddock to the east, ascribed to Lord Cowper and set within orchard trees. A further dwelling is shown as Ormoroids Orchard opposite what is now the public byway. These are now lost (as are the orchards) evidence, perhaps, of the decline of rural areas during the 19th century.

The Andrews and Drury map of 1776 is of little help as the hamlet is not featured.

3.7 19th Century

The 1822 Bryant map clearly identifies the area of common land, the current East End Green Farmhouse, two buildings on the oval field, one in Ormoroids Orchard, Keepers Cottage and one further building and, perhaps, The Cottage to the east. Eastwards a further four buildings are depicted along the road to Staines Green, one of which is assumed to be Hazeldene.

East End Green Farm was increasingly focussed on rearing pedigree Hereford and Aberdeen Angus beef cattle at this time, with one half of the farm producing corn as cattle feed, with the other set to pasture.

Probably the most significant change within the area came with the arrival of the Hertford North – Welwyn Junction railway line in 1858. This passed just to the north of East End Green, as it ran along the Lea valley from Hertford, through Hertingfordbury, Letty Green, Cole Green and on to Welwyn and what was to become from the 1920s Welwyn Garden City. Ambitions to go on to Luton and Dunstable were thwarted by lack of investors and inter-company rivalries. Never a busy line, it closed in 1951 (13 years before Beeching), the tracks lifted in 1967. It is now the Cole Green Way used by recreational ramblers and cyclists. For a brief moment, however, it must have seemed to residents of East End Green that they

were nearly connected to the outside world. That connection, of course, was later restored through the motor car.

3.8 20th Century and beyond

Excepting the two most recent additional houses (Keepers Wood and The Poplars), early and 20th C. OS maps indicate few significant changes over the century, apart from some recent provision of detached garages of traditional construction within gardens.

While the farm carries on, and does now include three rental flats and three residential units, the houses along the Green are now largely owned by residents who earned their living in non-agricultural, more lucrative, pursuits. A number have been extended, often in a sympathetic manner applying conservation principles. Nevertheless, they are now substantial houses and any earlier cottage character has, to a significant degree, been subsumed. As large and attractive houses in a fine rural setting, local house prices make them beyond the pockets of the rural workers for whom they were originally built. Similarly, the area's status in the Green Belt protects it from development yet militates against the building of more affordable housing; a not untypical tale in the District.

Conservation Area status brings with it protection measures that prevent the unwarranted demolition of non-listed buildings (with the exception of some agricultural buildings on the Farm) and ensures that any future development – be it extensions or new houses – do not harm the special interest, character or appearance of the Conservation Area.

This Character Appraisal seeks to identify that special architectural interest, character and appearance so that it can be better preserved and enhanced. The derived and approved Management Proposals, local action, the influencing of individual owners, directing the various authorities with rights over the public realm, better design and more informed decision-making by the Council's own planning system can help prevent or mitigate any such identified harm. It cannot stem the above social changes, which are for others to contemplate and address.

3.9 Historic and contemporary maps.

These show the development of the area since the early 18th century. Allowing for the relative inaccuracies of early surveys, of interest are the lost buildings on the paddock and to its north and east demolished in the mid-19th century and the absence of 'Mr Brace's' farm to the east before 1822. Since then, the maps show how little the area has changed. The sequence begins with the 1732 Griffin map followed by the Dury and Andrews map (1776), the Bryant map (1822) and then into the OS maps, starting with the initial survey of 1833 then on to the present day.

The impact of the railways shown on the 1863 map is quite startling and sheds light, perhaps, on why so many artists, romantics and intellectuals of the day were so opposed to them. Today, of course, we laud our railway heritage and many readers, no doubt, feel a wistful regret at the loss of the line. Yet, proposed modern infrastructure projects face similar resistance to that faced by the railway pioneers of the 19th century. *Plus ça change...*



Fig. 1. Griffin Map of 1732. This is the earliest known map of the area - an estate map of some degree of accuracy. East End Green and the farm are clearly shown as are buildings on the paddock and 'Mr Brace's' farm now lost. The map is inverted to show north at the top to allow easy comparison with the following historic maps).



Fig. 2. Dury and Andrews map of 1776. East End Green not shown (this survey focussed on the larger estates). The building and compound under the large letter 'O' may be of relevance but, regrettably, are unannotated.



Fig. 3. Bryant Map of 1822. This survey was at 1" = 1 Mile so not particularly detailed. The Farm and cottages are clearly visible including buildings on the paddock and to its north since lost.



Fig. 4. OS First series map of 1833 (from a spread of 1805-1869) from initial sketches of circa 1805. The survey was at 1" = 1 Mile so not particularly detailed. Note East End Green was annotated as Eason Green. The Farm and cottages are shown including buildings on the paddock and to its north since lost.

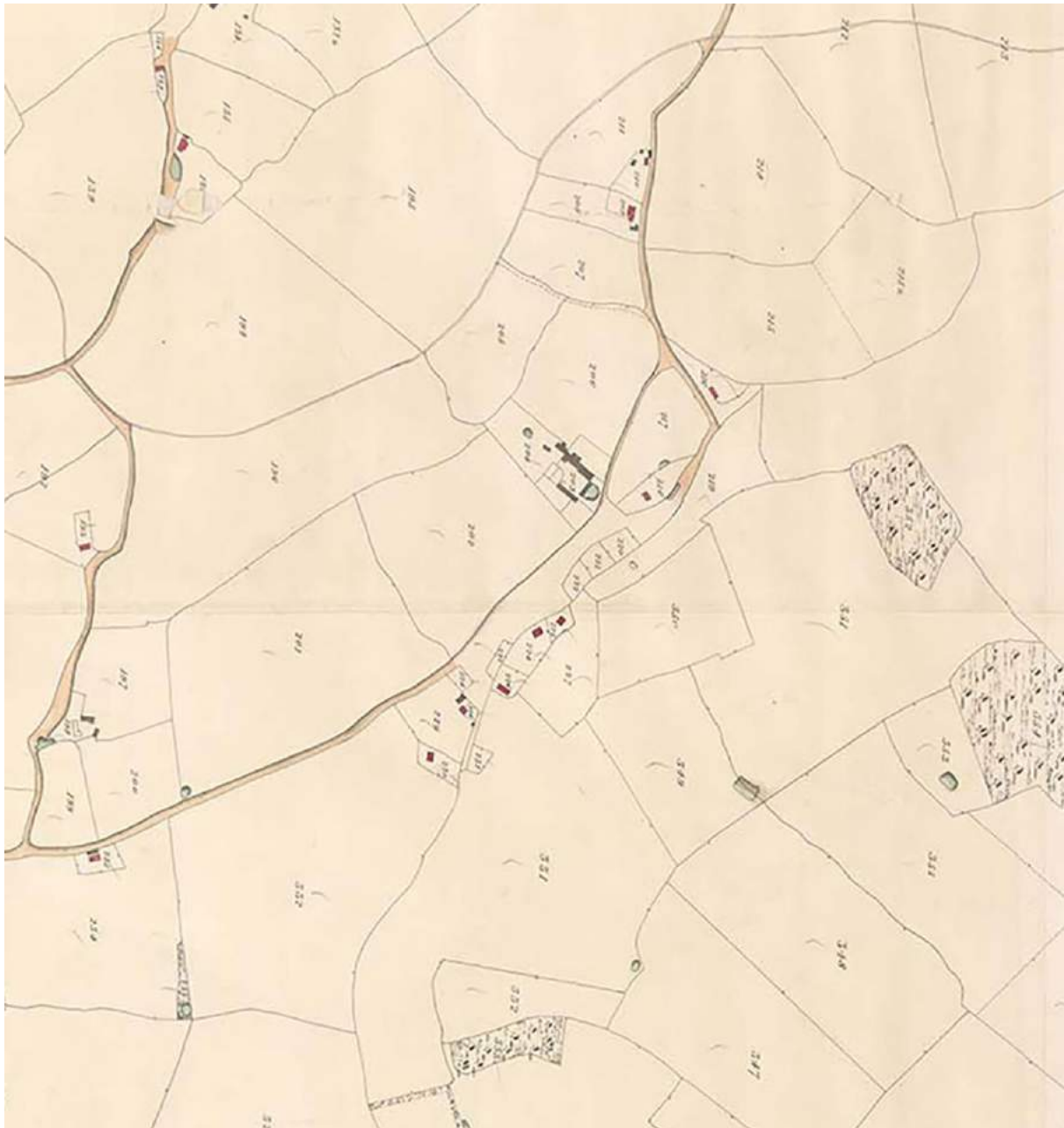


Fig 5. Hertingfordbury Tithe map (extract) 1838



Fig. 6. OS First series map of 1863 (from a spread of 1805-1869). By far the biggest change shown was the new railway. Little else had changed over the intervening years. The map is at 1" = 1 Mile so not particularly detailed. Note East End Green was still annotated as Eason Green. The Farm and cottages are shown including buildings on the paddock and to its north since lost.

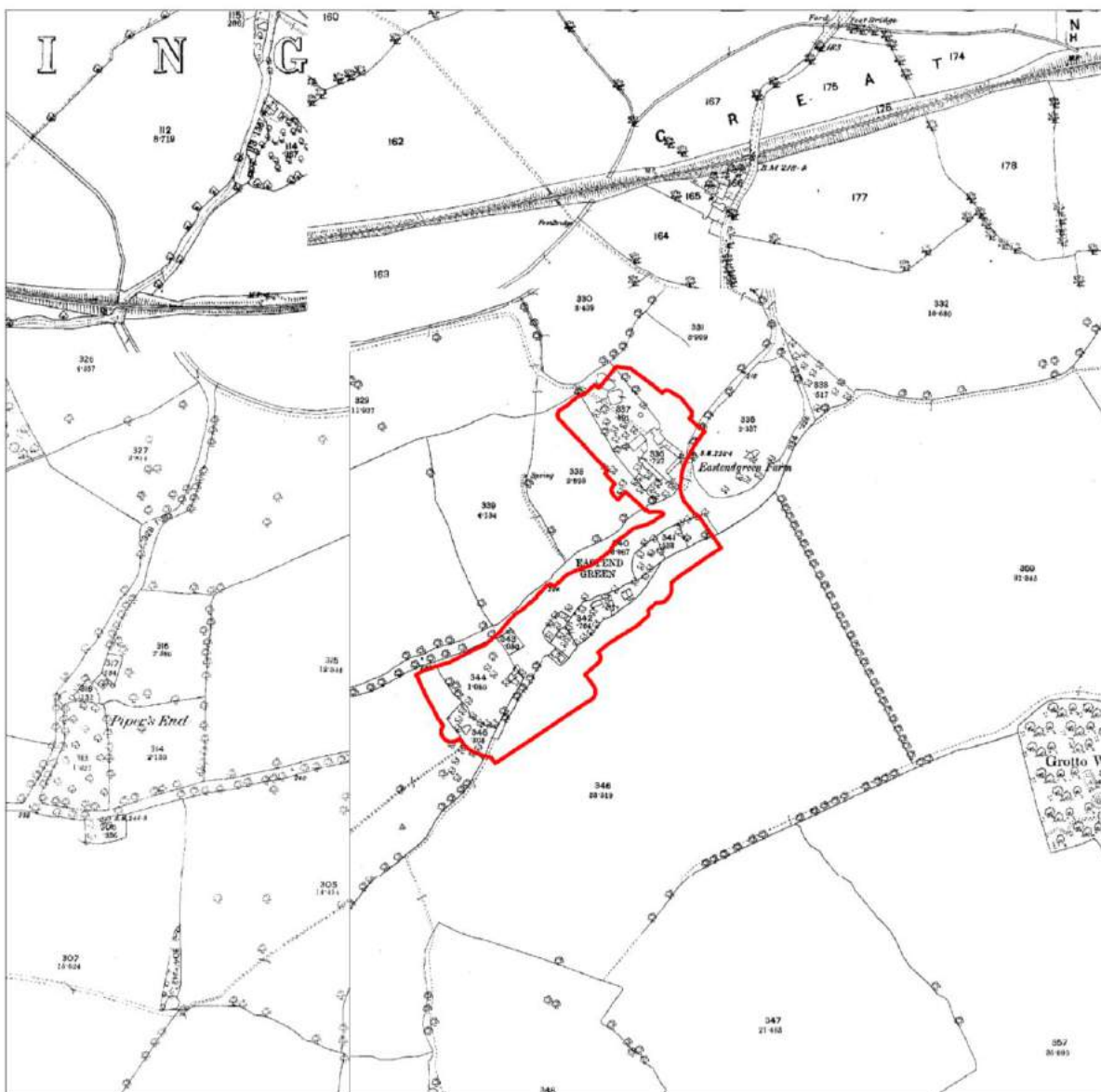


Fig. 7. OS map of 1880 (from a spread of 1874-1894). Buildings on the paddock and to its north and east shown on the 1863 map are no longer shown.

(The relative inaccuracies between different OS sheets from individual years and the difficulties in aligning these with modern GIS standards of mapping (e.g. the new Conservation Area boundary) are apparent. Due allowance on this and other historic maps in this series should be made).

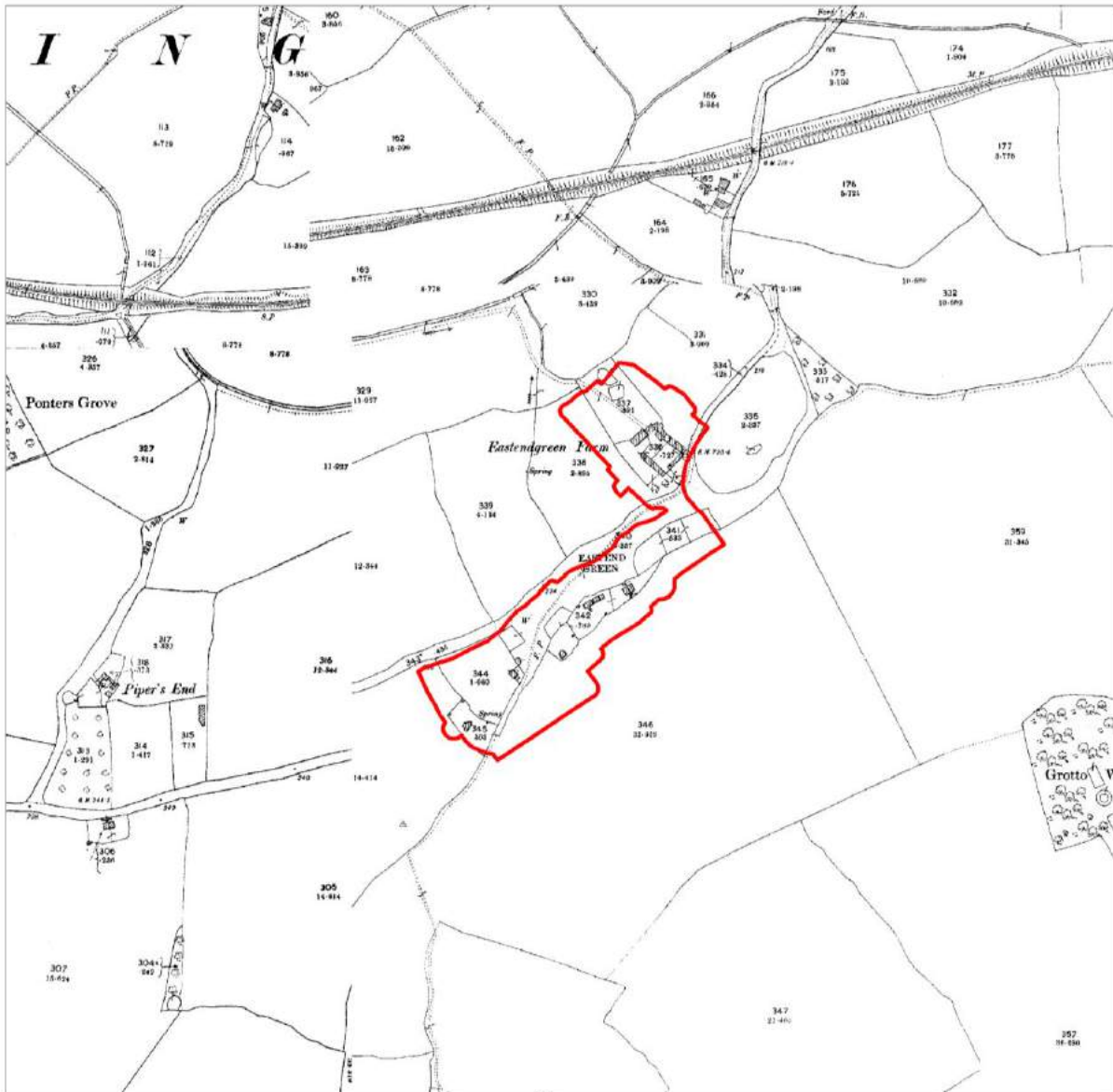


Fig. 8. OS map of 1898 (from a spread of 1897-1898).

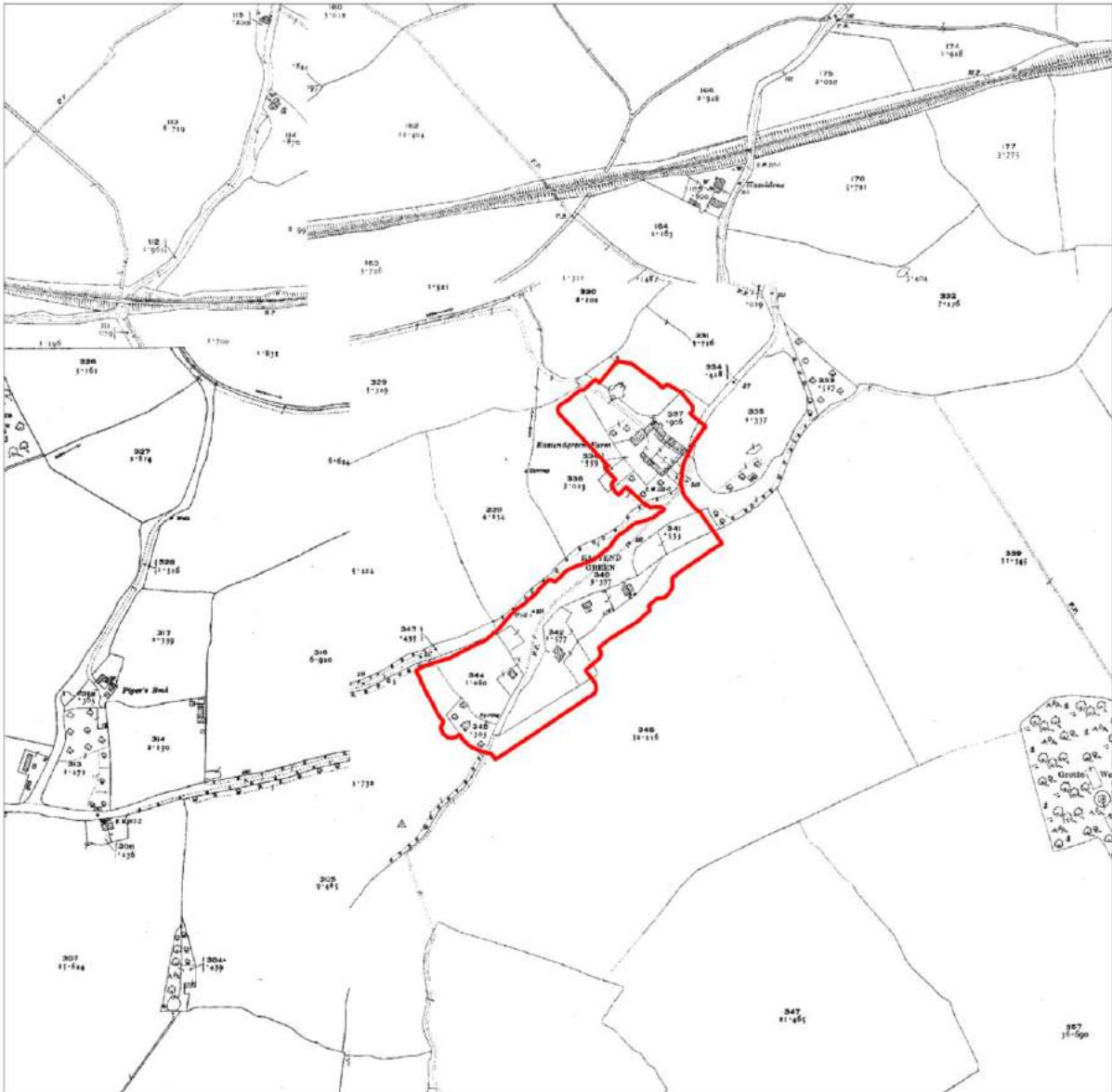


Fig. 9. OS map of 1923 (from a spread of 1920-1924).

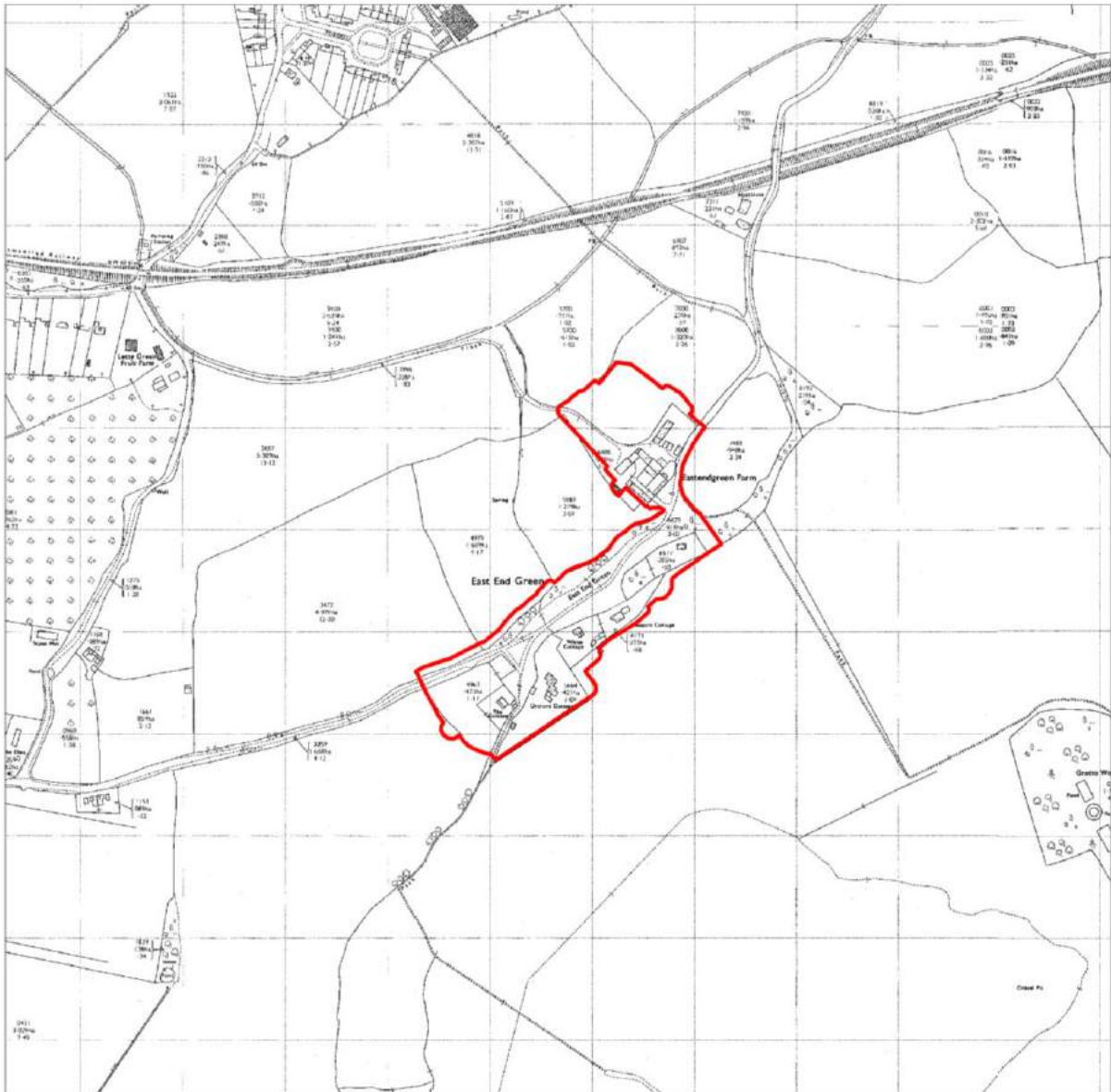


Fig. 10. OS map of 1972 (from a spread of 1963-1979).

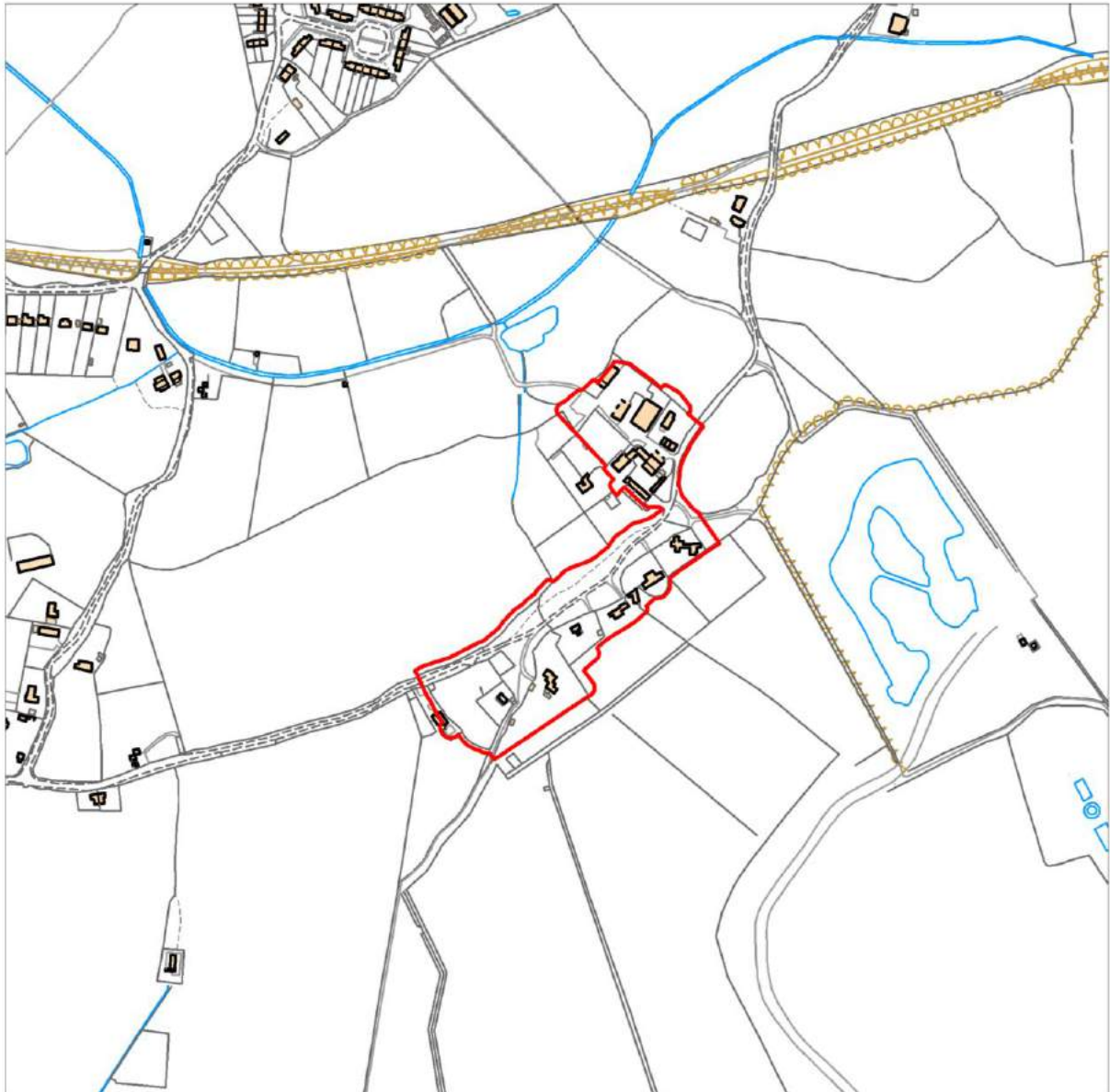


Fig. 11. OS map of 2017

4. HERITAGE AND ENVIRONMENTAL DESIGNATIONS AND THE CRITERIA USED TO IDENTIFY OTHER IMPORTANT FEATURES

4.1. Scheduled Ancient Monuments (a National designation).

There are no SAMs within the Conservation Area.

4.2. Areas of Archaeological Significance

These are designated locally by East Herts District Council on advice from Hertfordshire County Council. There are no AAS within the Conservation Area.

4.3. Listed buildings (a National designation).

There are three grades of listed buildings; in descending order of special interest, Grade I (approximately 2.5% of the national total), Grade II* (approx. 5.5%) and Grade II making up the rest. Listed buildings are protected from unauthorised demolition, alteration or extension. They are protected both internally and externally. Structures, including railings and walls, within the curtilage of listed buildings, if they are pre-1948, are also subject to the same controls as listed buildings. Individually listed buildings within the Conservation Area have been identified, plotted and briefly described, such abbreviated descriptions being based on the national list, occasionally with additional comments in italics by the fieldworker. Full descriptions can be obtained on line at Historic England's website

List.HistoricEngland.org.uk

4.4. Non-listed buildings of quality and worthy of protection.

A number of other non-listed buildings and structures make an important positive contribution to the architectural or historic special interest of the Conservation Area and are identified by this Character Appraisal. The basic questions asked in assessing such buildings/structures are:

- (a) Is the non-listed building/structure of sufficient architectural or historic interest whose general external form and appearance remains largely unaltered?
- (b) Does the building contain a sufficient level of external original features and materials?
- (c) Has the building retained its original scale without large inappropriate modern extensions that destroy the visual appearance particularly in respect of the front elevation?
- (d) Is the building visually important in the street scene?

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful checklist to identify elements in a conservation area which may contribute to the special interest. The checklist is reproduced in Appendix 1.

4.5. Important trees and Hedgerows.

These are identified by this Appraisal and shown on the Character Analysis Map on p. 28. The basic criteria for identifying important trees and hedgerows are:-

- (a) They are in good condition.
- (b) They are visible at least in part from public view points.

- (c) They make a significant contribution to the street scene or other publicly accessible areas.

4.6. Open spaces or important gaps.

Those that contribute to the character and appearance of the Conservation Area and where development would be inappropriate are identified by this Character Appraisal and on the Character Analysis Map on p. 28. The basic question asked in identifying such areas is does the open space or gap form an important landscape feature contributing to the general spatial quality and visual importance of the Conservation Area? Private open spaces forming an important setting for an historic asset and unkempt spaces that have the potential to be enhanced are candidates for selection subject to complying with the principle question.

4.7. Other distinctive features.

Those that make an important architectural or historic contribution are identified in this Character Appraisal and on the Character Analysis Map on p. 28. In relation to walls and railings, those at and above prescribed heights in a conservation area, being 1m abutting a highway (including a public footpath or bridleway, waterway or open space) or 2m elsewhere, are protected and require permission for their demolition.

4.8. Enhanced controls.

Reference has previously been made to the potential of introducing Article 4 Directions to control minor development in conservation areas in justified circumstances. The character appraisals undertaken to date for other conservation areas have identified that while many important historic architectural features remain unaltered on some non-listed buildings, the exercise of Permitted Development Rights on other buildings has eroded their quality and harmed the special interest of the conservation areas. Should Members decide to proceed with such an initiative, such important historic detailing including features as identified below could justifiably be retained and inappropriate alterations to them controlled. In time some of the lost architectural detailing could then be restored.

- Chimneys, in good condition, contemporary with the age of the property and prominent in the street scene.
- Windows and doors visible from the street/s, where they make a positive contribution to the special interest and character and appearance of the Conservation Area. An Article 4 Direction made through a s.71 Conservation Area Management Proposal can be a useful tool in controlling the loss of such features and, where already lost and replaced with inauthentic modern replacements, their restoration.
- Other features might include good quality architectural materials and detailing constructed of wood, metal or other materials.
- Walls or railings which make a positive architectural or historic contribution to the character or appearance of the Conservation Area.

- Hardstandings and measures to prevent the loss of front gardens for off-street parking.
- Measures to prevent the installation of PV and solar panels on prominent roofslopes.
- It may also be appropriate to introduce Article 4 Directions to retain quality buildings below the prescribed Permitted Development threshold.

4.9. Negative features.

Buildings and features that are out of character with the Conservation Area and detract from or harm its special interest or are in poor repair are identified in the Character Appraisal and on the Character Analysis Map on p. 28.

4.10. Important views.

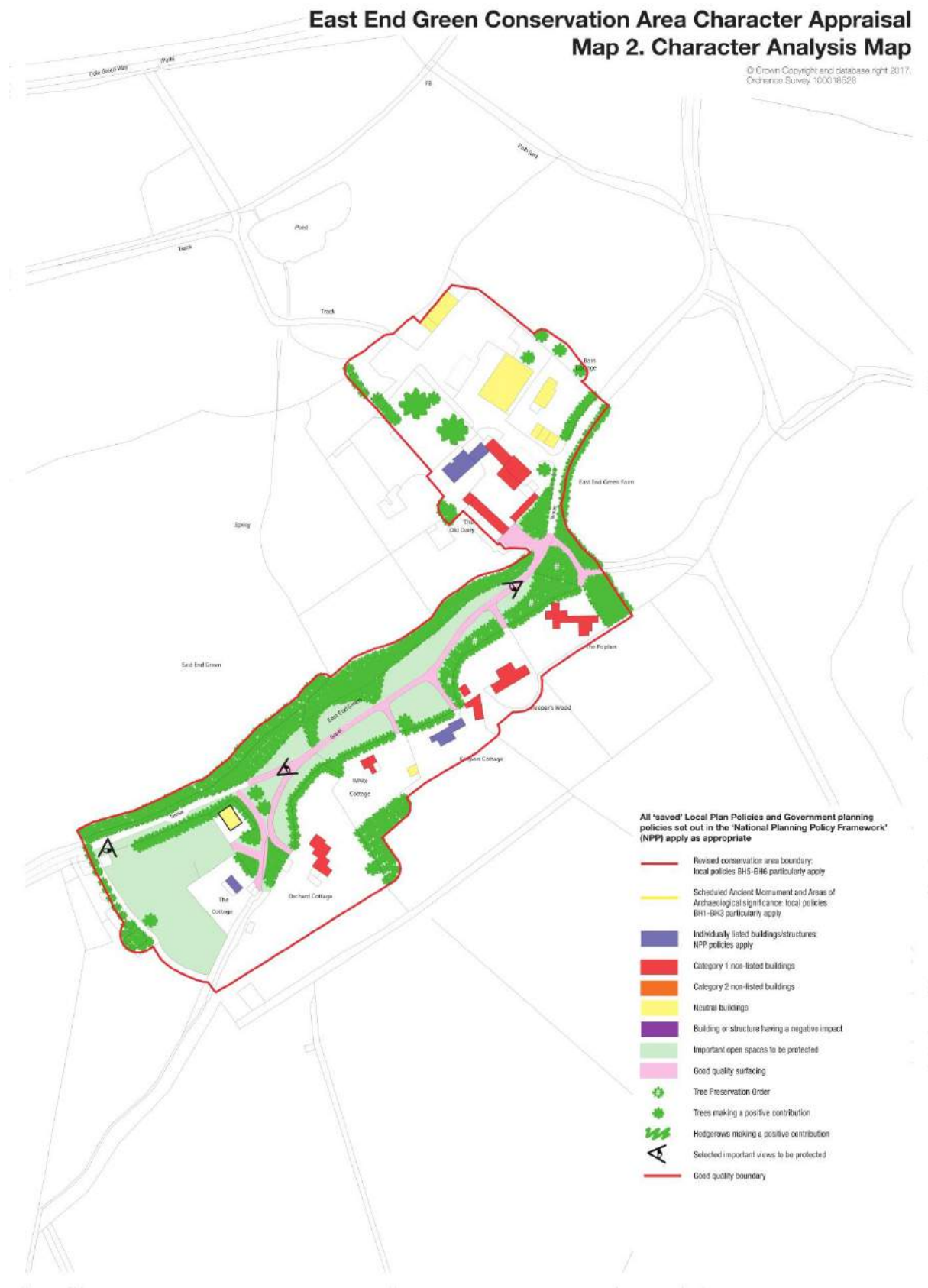
These are identified on the Character Analysis Map on p. 28.

4.11. Conservation Area boundaries.

In suggesting any revisions to the Conservation Area boundaries, principal consideration has been given as to whether or not the land or buildings in question form part of the area of 'special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. Too often modern development lacks the necessary architectural interest to merit retention. Similarly, large tracts of open space or farmland around a village should not now be included. The boundary should describe a clear change in character or appearance if it is to be both logical and defensible in law.

Boundaries will normally, but not always, follow existing features on the ground and property boundaries. Where appropriate, it will also follow the crown of the road. In addition, where conservation area legislation protects features such as wall/railings or trees that would otherwise form part of a conservation area boundary the latter is extended a small but obvious distance beyond the protected feature in question to avoid any ambiguity in interpretation as to whether or not it lies within the conservation area.

5. CHARACTER ANALYSIS.



5.1. General Landscape setting.

In terms of its wider setting, the Landscape Character Assessment produced in 2007 as a Supplementary Planning Document, describes the wider area ('Area 66, Cole Green and Hertingfordbury Settled Farmland') as, *'A mainly pastoral area of small hamlets, with parkland and mineral extraction along its southern edge and urban influence at its eastern extent'*. It describes its Key Characteristics as, *'small double gravel ridge between two rivers, with a small valley between, most of this area is remote and tranquil, small variable villages and hamlets, long established and with 20th-century additions, clustered around village greens and influence of rivers not apparent, even at confluence'*. Its Distinctive Features include, *'use of disused railway for Lea Valley Walk. Possibly the best signed and accessed footpath in the county, but dull and gloomy'*.

The SPD informs us that *'The long-settled character of this area is very evident within the various settlements'*. It adds, *'There has been some loss of field boundaries to arable production, and a change to medium-sized fields, but there is still a strong small-scale pattern of hedges and fences and a considerable number of mature hedgerow oaks'*. In terms of transport patterns it notes, *'The parkland influence is apparent in the number of no through roads. Most of the villages are accessed from Birchall Lane but have no exit to the south. The lanes vary between deep and level, but all are winding and generally well vegetated. Cole Green Way/Lea Valley Walk/Chain Walk is a combined footpath, bridleway and cycle route'*.

5.2 General overview.

East End Green is a small rural hamlet approximately two miles to the west of Hertingfordbury and one of five Greens between Birchall Lane/ the Old Coach Road on the high ground and the River Lea below. The valley was cut through in 1858 by the Hertford to Welwyn Junction Railway which passed just to the north of East End Green. To the south east are the Roxford Estate and Grotto Wood.

The hamlet is surrounded by open countryside and the setting is consequently somewhat remote, away from both traffic noise and street lighting. The approaches are two single-track rural lanes, four footpath routes and the Cole Green Way all in use by walkers, ramblers, horse riders and cyclists crossing the Green.

The hamlet is tiny, featuring the one farm with associated flats and dwellings and 6 further dwellings, these latter arrayed along the south side of the road. Originally small cottages, the dwellings have been substantially extended in recent years.

The majority of the Green feels quite enclosed by a hedgerow and tall tree screen marking the long northern boundary and, south of the gravel track, continuous maintained hedgerows that line and partially obscure the five residential property boundaries. Both these lineal edges to the Green meander and by widening and narrowing, create a distinctive changing perspective when crossing the Green.

Halfway across the Green the land drops two or more metres toward the Farm but the ridge level continues south around an old clay pit 'dell' to reach the RUPP and the two footpaths before reaching a final small triangle of Green at its return to the lane towards Staines Green. Whilst the principal area of the Green is mown regularly, this eastern section is entirely abandoned and impenetrable with no visual

attributes and does not contribute towards the special interest of the Conservation Area.

A principal feature is the unadopted track which crosses the Green between the single-track lanes westwards to Pipers End and northwards beyond 'Hazeldene' and the Cole Green Way on to Staines Green. The track divides at each end of the Green to access footpaths FP1 to Water Hall and RU19/FP3 and 3a towards Roxford and Hertingfordbury. It has survived earlier proposals for Tarmac and streetlights but, as a soft gravel finish, while picturesque, it was prone to deep potholes and mud which in winter months encouraged drivers to cross onto the grass rather than risk vehicle damage (or having to clean the car). Happily, it was recently relaid with a fresh track base and attractive gravel topping but will continue to require regular pothole filling and maintenance to retain the current visual and practical enhancement.

A further enhancement since designation involved British Telecom who were persuaded to replace the line of telegraph poles then crossing the length of the Green with underground cables – once the residents had dug the trenches for them.

As noted, Dutch Elm disease killed of the northern tree screen which was replaced in 1980 with 109 native saplings. This was a partnership project between residents, the Parish Council and East Herts DC. The saplings are now good trees. However, since then invasive blackthorn, blackberry and nettles have been allowed to take hold in front of the intended tree line and have rather reduced the visually apparent area of the Green.

Nevertheless, the strong tree and hedge lines give the area an enclosed feel while the topography has led to the rolling and curving road. Together these characteristics make for a picturesque and intimate grouping with few external views to the country side beyond.

Its remote location and the lack of any nearby public transport means that today's residents are almost entirely dependent on the car to get around or visit other villages or towns. It is too small a hamlet to sustain its own facilities such as a church or chapel-at-ease (the nearest was at Letty Green, but it has now gone) or even a pub (at Pipers End but now demolished). It is consequently, rather isolated.

5.3 Scheduled Ancient Monuments.

None. (Grotto Wood, part of the Roxford estate, half a mile to the south east is a SAM).

5.4 Areas of Archaeological Significance.

None. (A rectangular area partially covering the gravel ponds to the south east is an Area of Archaeological Significance).

5.5 Individually Listed Buildings.

There are 3 entries on the national list within East End Green Conservation Area. All are Grade II. Summaries of the listings are reproduced below. Full details of the listings can be found on the Historic England website at:-

<http://list.historicengland.org.uk/results.aspx?index=1>

East End Green Farmhouse and Attached Barn to North East.



HE Ref: 1341426

Listed 24 November 1966. Amended 11 June 1986.

House. c.1800, but closely following an earlier type. Extended and altered C20. Stock brick with white brick dressings. Tiled roof. 3 bays with original lean-to outshuts on ends and stair wing to rear. 2 storeys and attic. Central entrance: 6 panelled door in reveal, hooded architrave, flanking and first floor 2 light small pane casements, recessed with stone sills and gauged brick flat arched white brick heads. Three 2 light small pane hipped dormers. Slightly extruded end stacks with offsets. Original lean-to outshuts are slightly set back with 2 light casements to front. To rear is central full height stair wing, first and second floor segmental heads to 2 light casements, hipped roof. To rear left catslide roof over a lean-to bay, part rebuilt with 2 light casements. Both lean-to outshuts are extended to rear with hipped roofs. Interior: upper part of original stair with plain stick balusters, moulded handrail, original fireplaces. Extending to right is early C20 1 storey and attic weatherboarded range with a door, a 2 light casement and three 2 light hipped dormers, to rear a door and three 2 light casements. This range forms a link to the barn: C17 or C18, timber frame on brick base, weatherboarded, tiled roof. 4 bays. Double doors in both sides in 2nd bay from house. Interior: braces, some arched, from jowled posts to tie beams, some cambered, collars clasp purlins, angled queen struts to principals, braces in walling.

Keeper's Cottage.



*Previously two cottages.
Good hedge boundary.*

HE Ref: 1367479
Listed 11 June 1986

House, once 2 dwellings. Late C16 or early C17, extended C20. Timber frame, extended in brick, all rendered. Steeply pitched tiled roof. Originally 3 bay lobby entry. 2 storeys. Original central entrance blocked, flanking bays have flush frame small pane casements. Central on ridge is original red brick multiiform stack. An entrance porch added on right end which has an attic casement. Catslide roof over continuous lean-to outshut to rear. Projecting slightly with an entrance in re-entrant wall and extending to left is C20 1 storey and attic 2 bay addition with a gable to left front. Interior: exposed framing, ground floor stop chamfered axial binding beams.

Additional information: Keepers Cottage is shown on the 1833 OS map and through the series to 1972 as two cottages and presumably related to the large Keepers Field behind. It was converted to a single dwelling and extensions added in the 1970s.

The Cottage.



The earliest surviving building in the CA.

HE Ref: 1089137
Listed 2 November 1982

House. Late C15 or early C16, stack inserted and floored late C16 to mid C17. Altered and extended C20. Timber frame with brick plinth. Rendered. Tiled roof, machine tiles to rear. Originally a 2 bay open hall altered to become a lobby entry, 1 bay added to right in C20. 1 storey and attic. Gabled porch, entrance now to left of centre. C20 flush frame 3 light casements, 1 gabled dormer. Multiform early brick ridge stack. C20 addition to rear. Interior: chamfered bearers on ground floor, cambered tie beams.

Additional information: The Cottage was owned by a Mr Woods and was renowned for its tea room history when it was known as Wicket Cottage. It featured a hanging sign 'Teas with Hovis' now lost but potentially still retained nearby. A chimney insertion and matching side extension retain the original cottage scale and appearance, whilst since being listed, further rear extensions and outbuildings have been approved. It features an attractive garden visible from the track, thankfully now without the two caravans that once provided further homes thereon.

5.6 Important buildings within the curtilages of Listed Buildings.

It should be noted that s.1 (5) of the Planning (Listed Buildings and Conservation Areas) Act 1990 extends the protection of the listing given to the main building to include curtilage structures, buildings and boundaries. These have, therefore, enhanced protection above that provided by being within a conservation area.

5.7 Non-listed buildings that make an important architectural or historic contribution.

This Character Appraisal identifies other buildings of high quality that are not listed but that should be retained. These are an important element in the built form and historical evolution of the Conservation Area and make a positive contribution to its special interest, character and appearance. They are normally shown in two categories on the Character Analysis Map.

Category 1 buildings are shown in green on the Character Analysis Map and are well-preserved and retain most important architectural features, for example good quality windows, chimneys and other architectural features that are considered worthy of additional protection through an Article 4 direction.

Category 2 buildings are shown in orange on Character Appraisal Maps and are good buildings, clearly worthy of retention but which have lost some key architectural features or have suffered modern replacements out-of-keeping with the building. These buildings are considered worthy of restoration which additional planning controls through an Article 4 direction would help deliver (and then, subsequently, retain). There are no Category 2 buildings within the East End Green Conservation Area.

East End Green: South side (W–E).

Category 1.

Orchard Cottage



*The stepped
excrescences
rather subsume
the original cottage
character.*

Orchard Cottage is unlisted but its timber framed original structure closely matches that of the adjacent The Cottage, which is listed. Both are of similar size and orientation and it is thought they may be of similar age to Keepers Cottage, also listed. Only these three dwellings and the Farm remain of the ten buildings recorded on the 1732 Griffin map. The modest original structure of Orchard Cottage has been rather subsumed by large-scale incremental stepped extensions shown initially on the 1923 OS map and then, with addition upon addition, in 1972 to the present day.

White Cottage



*Polite frontage
behind notable
tall hedging.*

The White Cottage is the only Victorian dwelling, now with various 20th C outbuildings. The large range of stable buildings attached to its east elevation shown on the 1898 OS map were removed by 1923 and replaced in the rear east corner of the site. The current stabling and matching double-pile rear extension are late 20th C additions. A second wellhead is reported in the western garden.

Keepers Wood



*Mostly early
21st C.
Striking gable
window.*

Keepers Wood is a substantial new dwelling that occupies the site of two earlier buildings that originated as a group of loose boxes operating as a livery stable – known as Keepers Stables. Latterly it became a large animal veterinary centre with live-in supervision and thence, after 2001, into a residential dwelling.

The Poplars



*A modern
interpretation of
traditional
vernacular cottage
design. Note the
steep clay plain
tiled roof.*

The Poplars is a late 20th C. dwelling that replaced the previous single storey, one room flinton brick 'Hermit's Cottage' shown on the 1972 OS map and itself on the site of an earlier building. It is reported that the 'hermit, a Mr Richmond, was dragged from the fire that destroyed his home. A mature Lombardy poplar on the site was a landing landmark for Panshangar pilots, until felled.

East End Green: North side.

Category 1.

Barns and out buildings at East End Green Farm forming the immediate farmyard



*A handsome grouping.
Note the
rough-hewn
arris fencing*



*Good quality
surfacing
unites the
composition.*

5.8 Other distinctive features that make an important architectural or historic contribution.

Mention has been made above of the Wellhead gear and brickwork and its potential for restoration. See Part C – Management Proposals.

Front boundaries are either hedging and trees or rough-hewn arris rail fencing c/w typical 5-bar gates.

An interesting characteristic is the notable absence of street column lighting or other street furniture in the Conservation Area – this helps underline its strong rural character.

5.9 Important Open Spaces.

This is, of course, the main Green. Much of the Green to the east is unkempt as scrubland and is not included in the Conservation Area. The small sward to the east of The Poplars is a notable exception.

5.10 Any others e.g. Wildlife sites/ Historic Parks and Gardens

The area to the north east of the Conservation Area centred on junction with the Cole Green Way is designated in the Local Plan as a Wildlife Site.

5.11 Particularly important trees and hedgerows.

The array of trees in front of the entrance to Keepers Cottage and heading east to the 'dell' are covered by a TPO.



TPO trees at the entrance to Keepers Cottage.

In addition a large number of other trees and hedging are important to the Conservation Area and are shown diagrammatically on the accompanying Character Analysis Map on p. 28. These include those others that array the northern front boundary of the dwellings along the south and a number within the Farm complex. These serve to underline the rural origins and character of East End Green and are central to its special interest.



Fine willow trees at the entrance to East End Farm.

5.12 Important views.



A delightful garden seen from the public track.

A selection is shown on the accompanying Character Analysis Map on p. 28. Long meandering views are evident from both ends of the central track together with attractive views south through the garden of The Cottage. Prior to the gravel workings, many of the dwellings enjoyed panoramic views across the river valley and reportedly the view included the spires of five churches. However, as these are views from private land, not available to the public, they have not been surveyed or annotated on the Character Analysis Map.

5.13 Elements harmful to the Conservation Area.

As noted, the Conservation Area has changed little since designation and, with the exception of one or two typical large post-war agricultural structures on the Farm, no adverse development has taken place in that time.



*Typically
utilitarian and
rather bleak
farmyard c/w
neutral buildings.*

The demolition of neutral buildings would not normally be a concern, subject to the details of the replacement being known and the opportunity to secure development that makes a positive contribution to the Conservation Area being taken.

A perpetual threat to the character and appearance of this, as any other, Conservation Area is the unfettered exercise of permitted development rights. The quality of an area can quickly be eroded by the incremental loss of original features and architectural detailing. Modern replacement doors and windows, cheap roofing and cladding materials and poorly located solar or PV panelling may, superficially, appear a saving but will, in the long run, harm the special interest and significance of an area and its economic value. Historic England and the RICS have repeatedly demonstrated that historic areas and buildings that retain such features and detailing enjoy an up to 13% increase in value. As such, these cheap materials are a false economy, as well as harming the character and appearance of the Conservation Area. As such, an Article 4 Direction, which would bring such matters within the Planning system, should be considered.

The loss of the elm trees is regrettable but the replacements are, in the main, restoring the tree cover and sense of enclosure. The replacement of the telegraph poles with underground cabling was a major enhancement.

Notwithstanding the above, the preservation of conservation areas allows for no complacency and enhancements should always be pursued. As with the tree replacement and the underground cabling, success often requires partnership and cooperation between residents, the authorities and other stakeholders.

To that end the Management Proposals tabled in Part C of this document are commended.

The positioning of satellite dishes always requires care and, in a Conservation Area, often planning permission.



Often such satellite dishes can be located on rear elevations or on a low pole behind a bush in the garden.

5.14 Threats and opportunities

A hamlet as attractive and desirable as East End Green will inevitably encourage high property prices which will make housing increasingly unaffordable for many local people. It is difficult to maintain strong community ties in such a situation, as the young and local workers are priced out of the area. The increasing and associated trend of incoming residents following a suburban rather than a rural lifestyle is also a factor in the decline of rural life. Such hamlets and villages can quickly become commuter villages or retirement settlements and the vitality can be sucked out of them.

The same high property prices have and will, no doubt, continue to attract developers keen to build new houses and carry out more intensive redevelopment of existing built sites. It is vital to the protection of the character and appearance of the Conservation Area that any new development is of excellent 'Urban design' and architectural standards with a grain, density, siting, form, size, height and bulk that fits within its historic context and are executed in local vernacular crafts and materials such that they make a positive contribution to the character and appearance of the Conservation Area.

A growing trend within East Herts is an increasing demand for excessive extensions to historic and listed buildings. These are often 'life-style' driven in order to facilitate single-function rooms and their various digital distractions and, following the hotel model, an en-suite bathroom for each bedroom, all reflective of the increasing fragmentation of family life. This demand needs to be monitored and, where harmful to heritage assets, contained if historic buildings are not to lose their intrinsic character and special interest and the Conservation Area is not to become increasingly built-up and urbanised.

The quality of existing boundaries is largely good save some metal 5-bar gates. Effort must be made in this regard to protect hedging and typical rural boundary treatments to ensure that the rural quality of the area is maintained. The latter will require the making of an Article 4 direction.

5.15 Suggested boundary changes.

Paragraph 4.11 above details the policy requirements in this regard under the National Planning Policy Framework (2012) and associated Planning Practice Guidance (2014) and the current Historic England Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016). Paragraph 127 of the NPPF is particularly pertinent.

Councils have a responsibility to ensure that conservation areas justify their continued designation and that their status is not devalued through the designation of areas that lack special architectural or historic interest. There can be no question as to the appropriateness of the designation of an East End Green Conservation Area which is remarkably intact and of a particularly high quality. However, it is evident that the boundaries of the Conservation Area have not been reviewed since designation in 1981 and that they reflect guidance at that time to 'cast a wide net initially which can then be tightened up later'. That latter and important task never occurred. Consequently, the existing boundaries do not define, as current Historic England guidance requires they should, where there is a clear change of character and a defensible boundary, making the Conservation Area vulnerable in planning law. This review is the opportunity to put this right.

The survey for this Character Appraisal revealed that while the majority of the boundary is appropriately located and sensibly defines where character changes from settlement to the surrounding countryside, a substantial area of field, paddock and scrubland to the east were erroneously included. While this land was part of the Green as conveyed to the Parish Council, they have been assessed and found to lack the necessary special interest or significance, being indiscernible from the surrounding countryside. Removing them and thereby designating a Conservation Area within logical and policy-compliant boundaries will strengthen it and make it more robust in planning law. Consequently, it was decided to remove them and to relocate the boundary to locations that correctly define the relevant change of character from settlement to countryside. Other very minor changes were also proposed. These boundary changes, therefore, are included in the Conservation Management Proposals.

6. SUMMARY OF SPECIAL INTEREST OF THE EAST END GREEN CONSERVATION AREA

The overall characteristics of the East End Green Conservation Area can be summarised as follows:-

1/ A historic hamlet within the River Lea valley, one of five 'Greens' within the Hertingfordbury Parish, of a farm and 6 dwellings lining a simple track road. Good hedging and groups of trees along the north boundary and along the front boundaries of properties facing onto the Green form a high quality picturesque

environment. The surrounding landscape is largely farmland underlining the village's rural past,

2/ The public realm is notably simple in design and materials, with a good quality gravelled track road with soft verges, no street lighting, telegraph poles or street furniture, all serving to underline the rural character and appearance of the area,

3/ Trees and hedging form a strong sense of enclosure and intimate scale,

4/ Good views along the track and peeked transverse across into some private land with picturesque gardens,

5/ Buildings along the track are well set back behind hedged, treed or simple traditional rural boundaries thereby defining public and private space. Those on the south side follow a traditional informal building line, are two storeys high and of traditional construction.

6/ Two good quality recent buildings are of an appropriate bulk, height and scale and are of traditional design and materials such that they sit comfortably alongside the important historic and listed other dwellings and do not harm their setting,

7/ Any future development should, similarly, not harm the rural character and appearance of the Conservation Area,

8/ Attractive main Farm building, barns and yard, but with more ugly utilitarian structure on the working north east yard.

7. SUMMARY OF ISSUES

Issues facing the Conservation Area at present can be summarised as follows:-

1/ The Conservation Area has changed little in the last 100 years and certainly not since designation. Local residents have already been commendably pro-active and the removal of telegraph poles, the replanting of trees and the gravel surfacing have done much to reinforce its rural character and enhance its special interest.

2/ A number of ugly modern utilitarian structures, albethey typical, mar the north east farm yard and, should the opportunity allow, could beneficially be replaced by better designed, more traditional and less harmful barns and buildings.

3/ Some modern metal gates jar the eye and could be replaced by less harmful timber 5-bar gates.

4/ The ever-present threat to good quality historic houses by poor quality alterations and the use of modern materials should be forestalled. Increasing public interest in PV and solar panels has much potential to cause harm. Such matters readily contribute to the declining quality and run-down appearance of conservation areas. While East End Green is relatively unscathed at present (certainly when compared to some other conservation areas) consideration should be given to introducing an Article 4 direction to control minor development and prevent any decline of the area,

5/ The loss of timber windows and doors and other architectural joinery and their replacement with PVCu, aluminium or other inappropriate modern materials is a particular blight affecting many conservation areas. Listed buildings must retain their original fabric and remain single-glazed (but can have secondary glazing). The use of double-glazed units in non-listed buildings is generally acceptable with, in many instances, the casements and sashes capable of adjustment to accommodate slimline units. If not, new double-glazed timber frames may be acceptable provided that the original window design and materials are replicated.

6/ The demand for excessive extensions to historic and listed buildings needs to be contained if the buildings are not to lose their intrinsic character and special interest and the Conservation Area is not to become increasingly built-up and urbanised,

7/ It must be assumed that development pressure within the District will continue to escalate and that, as an attractive and picturesque hamlet, East End Green will from time to time be subject to such pressures. The designation as a Conservation Area is not to prevent any future development but to manage change so as to ensure that it does not harm the character or appearance of the area. However, it must be said that whereas the two most recent houses are of such scale, siting, design and materials as to fit in well, and similar single discreet additions of high architectural quality may be possible, groups of buildings, e.g. cul-de-sac development, or other larger scale proposals are, by their very scale and nature, unlikely to be able to avoid causing substantial harm in this tiny hamlet. High quality design and materials that reinforces local character should be demanded of any future development within the Conservation Area,

8/ There are extensive private gardens behind many of the houses. These contribute greatly to the grain and, in some instances, views from and between the houses and are important for wildlife. Their loss to piecemeal development would have an adverse effect on the character of the area.

Issues 2/-8/ are under planning control, or can be brought under planning control with an up-to-date and rigorously applied Article 4 direction. Steps to seek the restoration of lost vernacular features may also be sought through local policy, grants, persuasion and appropriate Conservation Area Management Proposals designed to both preserve and enhance.

PART C – CONSERVATION AREA MANAGEMENT PROPOSALS.

8. MANAGEMENT PROPOSALS.



*The rural idyll
preserved.*

8.1. *Revised Conservation Area Boundaries.*

The revised boundary alignments are shown on the accompanying Character Analysis Map on p. 28 and include the following amendments -

- (a) Dedesignate. Land to the east of the Conservation Area being: the field to the north east of East End Green Farm, the adjacent paddock and the scrubland to its south east.

To rationalise the boundary and remove farmland and scrubland of no special interest.

- (b) Designate. Strips of land at the rear (south east) boundaries to Keeper's Wood, Keeper's Cottage and White Cottage including the adjacent return boundary with Orchard Cottage to ensure the inclusion of trees and hedging.

To rationalise the boundary.

- (c) Designate. Strip of land to the rear (south west) of The Cottage to ensure inclusion of trees and hedging.

To rationalise the boundary.

- (d) Designate. Strip of land to the north boundary along the track to ensure inclusion of trees and hedging.

To rationalise the boundary.

- (e) Designate. Pocket of land at the south west boundary of the farmyard near The Old Dairy to ensure inclusion of trees and hedging.

To rationalise the boundary.

- (f) Designate. Strip of land at the west corner of East End Farm Land to ensure inclusion of trees and hedging.

To rationalise the boundary.

8.2. General Planning Control and Good Practice within the Conservation Area.

All 'saved' planning policies are contained in the East Herts. Local Plan Second Review adopted in April 2007. It is currently against this document and the National Planning Policy Framework (NPPF) that the District Council will determine applications. The NPPF is supplemented by Planning Practice Guidance. One such guidance note of particular relevance is 'Conserving and Enhancing the Historic Environment'. In due course the 2007 Local Plan will be replaced by the District Plan whose policies will then have full weight.

8.3. Contact and advice

Applicants considering submitting an application should carefully consider the relevant policies and if necessary contact Officers to seek pre-application advice.

Telephone 01279 655261 (For development proposals ask for Development Management).

E-mail planning@eastherts.gov.uk

Website: www.eastherts.gov.uk

Or write to Development Management, East Herts District Council, Wallfields, Pegs Lane, Hertford SG13 8EQ

8.4. Guidance Notes

Applicants should refer to the relevant Guidance Notes previously referred available on the Council's website at :- <http://www.eastherts.gov.uk/index.jsp?articleid=15387>

8.5. Development Management - Potential need to undertake an Archaeological Evaluation.

Within sites designated as being a Scheduled Ancient Monument or within an Area of Archaeological Significance (as shown on either the adopted Local Plan or emerging District Plan), the contents of policies BH1, BH2 and BH3 are particularly relevant.

8.6. Listed Building Control and Good Practice.

Those buildings that are individually listed are identified on the Character Analysis Map on p. 28 and within the text of this document. Other pre-1948 buildings, structures or walls within the curtilage of a Listed Building may be similarly protected in law. Please seek pre-application advice on this point. Listed Buildings are a significant asset in contributing to the quality of the Conservation Area. It is essential

that their special interest and architectural detailing is not eroded nor their other qualities and settings compromised.

8.7. Development Management – Unlisted Buildings that make an Important Architectural or Historic Contribution. The Character Appraisal above has identified at 5.7 a number of unlisted buildings that make an important architectural or historic contribution to the character and appearance of the Conservation Area.

Any proposal involving the demolition of these buildings is unlikely to be approved.

8.8. Planning Control – Other unlisted distinctive features that make an Important Architectural or Historic Contribution.

This Appraisal has identified a number of features that make a particular contribution to the character of the Conservation Area. Some boundary treatments are protected from demolition by virtue of exceeding the specified heights relevant to Conservation Area legislation or by Listed Building legislation. Any proposal involving the demolition of these is unlikely to be approved. Removal of other Permitted Development rights involving the alteration of non-listed boundaries will be considered.

8.9. There are other distinctive features that are integral to some of the important unlisted buildings identified above that make an important architectural or historic contribution, including chimneys, windows and other architectural detailing. In some situations protection already exists through existing planning controls but in other cases protection could only be provided by removing Permitted Development Rights via an Article 4 Direction. Should the Council consider such a course of action appropriate there would be a process of notifying the affected owners separately at a later date. The Council would then consider any comments made before deciding whether to confirm or amend the Direction.

8.10. Planning control - Wildlife Sites.

Any development that adversely affects wildlife species occupying such sites will not normally be permitted and would need clear justification. Proposals will be considered against Policies ENV 14 and ENV 16 of the Local Plan.

8.11. Planning Control – Important open land, open spaces and gaps.

This Character Appraisal has identified the open Green and the dell as being particularly important open spaces whose openness and the defining treed and hedged boundaries must be protected.

8.12. Planning Control – Particularly important trees and hedgerows.

The TPO group and the most significant trees and clumps or trees are shown diagrammatically on the Character Analysis map. It has not been possible to plot trees on inaccessible land. Subject to certain exceptions all trees in a conservation area are afforded protection and a person wanting to carry out works has to notify the Council. Trees that have not been identified may still be considered suitable for protection by Tree Preservation Orders. Owners are advised to make regular inspections to check the health of trees in the interests of amenity and health and safety. Lines of hedges along house front boundaries are particularly important to the

rural character of the conservation area. All stakeholders have a role to play in protecting these hedges.

8.13. *Planning Control - Important views.* A selection of notable views is diagrammatically shown on the Character Analysis Map on p. 28. Policy BH6 is particularly relevant.

8.14. *Enhancement Proposals.*

Section 7 of the Character Appraisal, 'Summary of Issues', identifies a number of elements that detract or have the potential to detract which are summarised in the Table below together with a proposed course of action; other actions are also identified.

Within the staff and financial resources available, Council Officers will be pro-active and provide assistance. It must be recognized that such improvements will generally be achieved only by the owner's co-operation.

8.15. *Schedule of Enhancement Proposals*

Detracting element	Location	Proposed Action.
Invasive Blackthorn (Prunus Spinosa) suckers, nettles, blackberry and densely tangled thicket areas.	Encroachment onto the Green from the northern western boundary.	Remove all dead/dying self-sown elms, other trees and fallen timber. Retain good healthy trees and lift crowns as necessary.
Closed off central field gateway behind invasive thickets	North boundary of the Green	Seek its opening up to reinstate field views northwards.
Unmanaged walnut tree.	South side of Green	Raise crown and cut out dead wood.
Missing Wellhead presently stored at Orchard Cottage.	Marked 'W' on OS maps on north side of Green	Confirm original well location and restore the Wellhead. Potential partnership project with the Parish Council.
Orchard Cottage	West end of the Green	Apparently contemporaneous with The Cottage and Keeper's Cottage. Investigate of HE why it was not also listed.
Potential for poor quality alterations and materials implemented under permitted development rights.	Scattering.	Seek to implement an Article 4 direction. Protect and preserve surviving features and seek to restore previously lost features through future planning applications.
PVCu and other inappropriate replacement window and doors and thick double glazing.	Scattered.	Seek to implement an Article 4 direction. Retain historic originals and Improve quality through future planning applications.
Excessive extensions to	Scattered.	Seek to implement an Article 4

historic and listed buildings.		direction limiting sizes. Contain extensions of listed buildings through the consent regime.
Neutral buildings diluting or harming the character and appearance of the CA.	East End Green Farm.	Where possible and as the opportunity arises seek better architectural quality that reinforces local styles and materials for future developments through the planning system.
Field maple trees planted in the 1980s	Around the dell in front of The Poplars	Remove the field maples and replace with the previous hawthorn trees.
Other Actions.		
For discussion with Parish Council and community.		
Scrubland at the east of the Green making for a poor setting and views of the CA	Between the RUPP and Keeper's Field	Improve the setting of the CA. Clear out the shallow winter pond and edges of fallen trees to open up this area.

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The Place-Names of Hertfordshire, Gower, Mawer and Stenton, English Place-Name Society Vol. XV Cambridge UP 1938 and 1970.

East End Green, Information, notes and observations on the history and development of the area provided by Mr Peter Newson 2017.

Association of Commons Registration Authorities website (www.acraew.org.uk)
Commons Commissioner decision notice of 28 April 1972.

Appendix 1

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful checklist to identify elements in a conservation area which may contribute to the special interest (Cf 4.4 above). The checklist is reproduced below:-

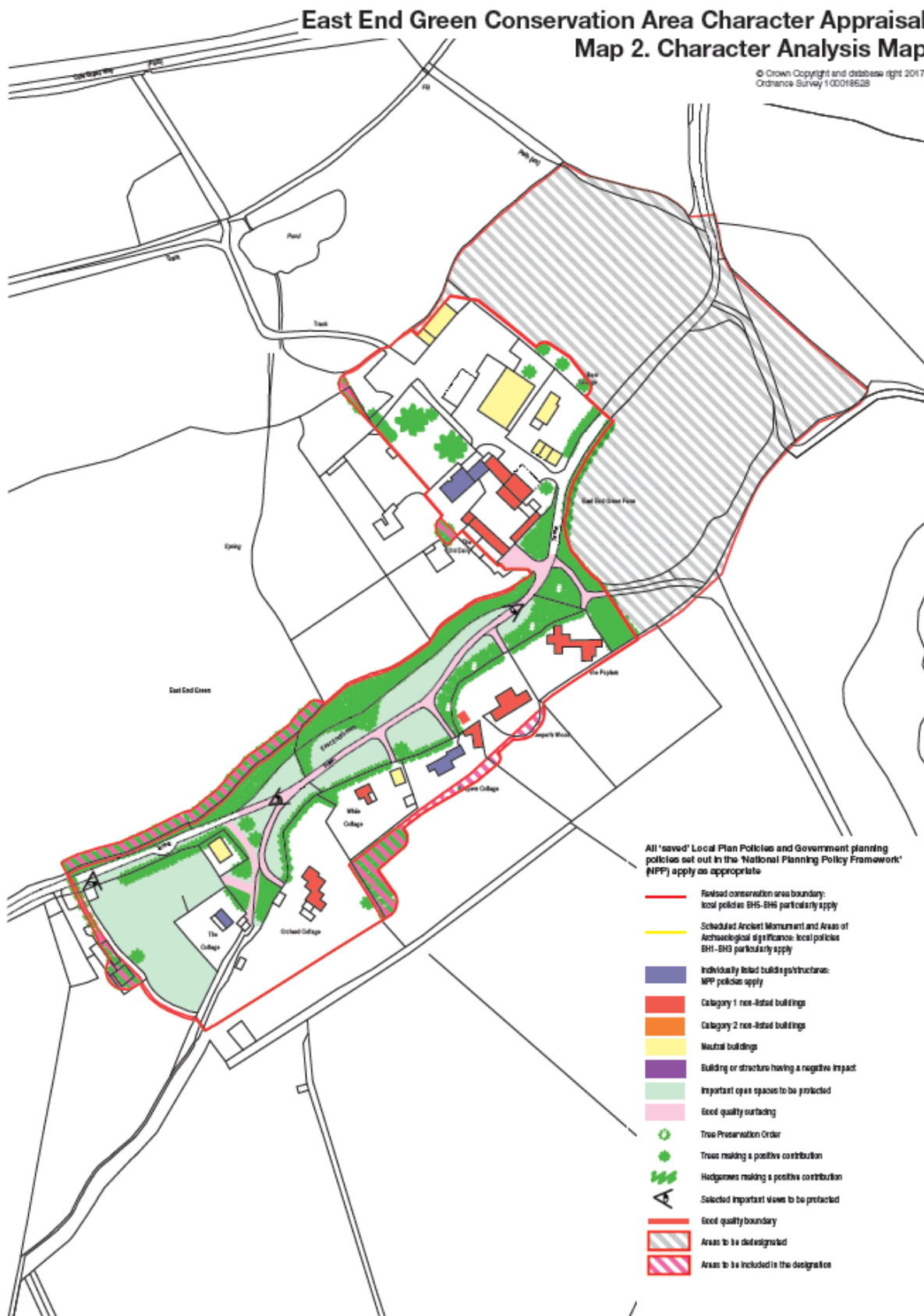
- Is it the work of a particular architect or designer of regional or local note?
- Does it have landmark quality?
- Does it reflect a substantial number of other elements in the conservation area in age, style, materials, form or other characteristics?
- Does it relate to adjacent designated heritage assets in age, materials or in

any other historically significant way?

- Does it contribute positively to the setting of adjacent designated heritage assets?
- Does it contribute to the quality of recognisable spaces including exteriors or open spaces with a complex of public buildings?
- Is it associated with a designed landscape e.g. a significant wall, terracing or a garden building?
- Does it individually, or as part of a group, illustrate the development of the settlement in which it stands?
- Does it have significant historic association with features such as the historic road layout, burgage plots, a town park or a landscape feature?
- Does it have historic associations with local people or past events?
- Does it reflect the traditional functional character or former uses in the area?
- Does its use contribute to the character or appearance of the area?

A positive response to one or more of the above may indicate that a particular element within a conservation area makes a positive contribution provided that its historic form and values have not been eroded.

APPENDIX A – MAP 2 CHARACTER ANALYSIS MAP SHOWING PROPOSED BOUNDARY AMENDMENTS PUT TO PUBLIC CONSULTATION



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EAST HERTS COUNCIL

EXECUTIVE – 17 JULY 2018

REPORT BY EXECUTIVE MEMBER FOR DEVELOPMENT MANAGEMENT
AND COUNCIL SUPPORT

LITTLE AMWELL CONSERVATION AREA CHARACTER APPRAISAL
AND MANAGEMENT PROPOSALS

WARD(S) AFFECTED: HERTFORD HEATH

Purpose/Summary of Report

- To enable Members to consider the Little Amwell Conservation Area Character Appraisal and Management Proposals following public consultation and consideration of the comments received.

<u>RECOMMENDATION(S) FOR EXECUTIVE : That Council:</u>	
(A)	note the responses to the public consultation and support the Officer responses and proposed changes to the Little Amwell Conservation Area Character Appraisal and Management Proposals,
(B)	delegate authority to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and
(C)	support for adoption the Little Amwell Conservation Area Character Appraisal and Management Proposals.

1.0 Background

- 1.1 East Herts has a rich environmental heritage which includes 42 Conservation Areas. The East Herts Local Plan commits the Council to review its Conservation Areas, a requirement which is also set out in national legislation.
- 1.2 The review of the Little Amwell Conservation Area is one of a series of reviews being undertaken.
- 1.3 Each document identifies the special character of the respective conservation area together with the elements that should be retained or enhanced and those which detract from the identified character. Existing boundaries are reviewed and, where appropriate, practical enhancement proposals are suggested.
- 1.4 Once Members have considered each document and it has been adopted by the Council, it becomes a 'material consideration' in the process of determining planning applications.

2.0 The Little Amwell Conservation Area Character Appraisal and Management Proposals.

- 2.1 The Conservation Area has previously been known as the Hertford Heath Conservation Area. It was designated in 1991. This is the first review of the designation.
- 2.2 The production of Management Proposals is a statutory duty under s.71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The associated Character Appraisal is a necessary stage in the devising of Management Proposals as it analyses and describes the character and appearance of the conservation area that the Management Proposals seek to preserve and enhance.

- 2.3 S.71 of the Act requires that Councils put the Management Proposals to a public meeting, considers the responses received and makes any appropriate amendments before adopting the document.
- 2.4 The Little Amwell Conservation Area Character Appraisal and Management Proposals were drafted in late 2017 – early 2018 and put to a public meeting in Little Amwell on the 16 April 2018. The meeting featured an exhibition showing the proposals and a Conservation Officer was there to answer any questions. The meeting was well attended with over 50 residents coming to view the proposals. There followed a period of public consultation from 16 April to 1 June 2018.
- 2.5 The ‘Consultation Draft’ document included a name change for the Conservation Area from Hertford Heath to Little Amwell Conservation Area. This is to correct a previous geographical error:- Hertford Heath is the area to the south. The correct name for the village the focus of this Conservation Area is Little Amwell.
- 2.6 The ‘Consultation Draft’ included a number of amendments to the boundary of the Conservation Area. These are designed to make the Conservation Area more logical and defensible, particularly in the context of Planning Appeals. They are detailed in 8.1 of the Management Proposals on p. 47. A large map showing these boundary amendments was displayed at the public meeting and has been included, along with the revised document, in **Essential Reference Paper C** to this report.
- 3.0 Public consultation responses.
- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper ‘A’**.
- 3.2 Five consultee responses were received during the

consultation period. These have been carefully considered and are detailed in **Essential Reference Paper B**.

- 3.3 The public response at the public meeting and through written responses was generally positive.
- 3.4 The new name of 'Little Amwell Conservation Area' proved uncontroversial, with no objections received.
- 3.5 Two residents objected to the reduction in the Conservation Area boundary in the mistaken belief that this is a precursor to extensive future house building on the land in question. As is explained at 5.15 and 8.1 in the 'Consultation Draft', the reason for these amendments is to ensure that, in line with Historic England guidance, only areas of special architectural or historic special interest are included in the Conservation Area. There are no proposals to redevelop the affected areas and the surrounding countryside sits within the Green Belt.
- 3.6 One consultee took the opportunity to agree with the proposed changes.
- 4.0 Adoption of the Little Amwell Conservation Area Character Appraisal and Management Proposals document.
- 4.1 No other relevant considerations have come to light since the public consultation and, as amended, the Little Amwell Conservation Area Character Appraisal and Management Proposals document is recommended for adoption by the Council. It can be found at **Essential Reference Paper C** to this report.
- 4.2 Further minor changes will be incorporated reflecting the status of the final document once Members have considered it for adoption.

5.0 Implications

- 5.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Consultee responses at:

<http://democracy.eastherts.gov.uk/mgIssueHistoryHome.aspx?Id=22137&PlanId=276&j=7>

Contact Member: Councillor S Rutland-Barsby,
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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives :	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives
Consultation:	Undertaken with residents and local stakeholders and summarised in Essential Reference Paper B .
Legal:	Preparation of the Character Appraisal and Management Proposals fulfils statutory requirements.
Financial:	<p>Costs associated with the preparation of the document are met from within existing staffing and operational budgets.</p> <p>The Management Proposals suggest works and actions which could be undertaken to enhance the character and appearance of the Conservation Area and to seek to remove those detracting elements which would generally be the responsibility of individual owners. Certain actions might result in additional cost. The Council is not yet committed to undertaking such further action in the Little Amwell Conservation Area and any identified costs can be further assessed should such a decision be reached. The cost associated with the introduction of Article 4 directions will be met from within existing staff budgets.</p>
Human Resource:	No additional staffing implications.

Risk Management:	No significant risk issues.
Health and wellbeing – issues and impacts:	The Character Appraisal and Management Proposals seek to protect and secure the character of the area.
Equality Impact Assessment required:	No.

Essential Reference Paper B

Issue	Representations made	Officer comment
General Points.	A resident wrote to say that 'I can see what you're trying to achieve and I agree with the changes.	Supportive comments noted.
	One resident was concerned that their property was shown as a listed building yet they believed it had been delisted. As this building is outside the proposed new boundary, this is a moot point. Nevertheless, upon checking the building is still shown as listed on the Historic England website. It is for the resident to seek any further clarification from Historic England.	Noted. No further action.
	One resident objected to the reduction in the Conservation Boundary, concerned that this would allow the building of 1,408 new properties and the widening of Downfield	The areas proposed for dedesignation lack any special architectural or historic interest and, in line with Historic England's guidance, should be removed

	<p>Road.</p>	<p>from the CA.</p> <p>There is no correlation between the dedesignation of the proposed areas and any future potential house building. Any new housing provision must accord with the emerging Neighbourhood Plan and EHDC District Plan. There are no such proposals at present, nor any proposal to widen Downfield Road.</p> <p>No further action.</p>
	<p>One resident wrote making three points:-</p> <p>1/ Querying the TPO attached to their property. They believe this to be 'redundant'.</p> <p>2/ Querying the rationalisation of the boundary to cover the rear of their garden.</p>	<p>1/ The TPO is a matter of record. The query was forwarded to Operations within the Council for consideration. They conclude there is no reason to revoke the TPO.</p> <p>2/ The methodology for setting the boundary is explained in detail in the document. In this instance the</p>

	<p>3/ Contends that more of Downfield Road should be included as the properties are of local interest.</p>	<p>rationalisation is to align the CA boundary with property ownership boundaries.</p> <p>3/ Our surveys show that the scattering of undesignated historic buildings in this road have been so altered as to have lost their special character. The many new buildings lack any special interest. As such the road does not warrant inclusion.</p> <p>No further action.</p>
	<p>One resident wrote expressing their fears that the reduction in the Conservation Area was to allow major housing development (at Amwell Farm) and that the village will be ruined by 'carbuncle development' and that Hertford Heath should not be 'turned into a London Borough'.</p>	<p>There is no correlation between the dedesignation of the proposed areas and any future potential house building. Any new housing provision must accord with the emerging Neighbourhood Plan and EHDC District Plan.</p> <p>No further action.</p>

Management Proposals - General	<p>The PC did not table any further Management Proposals for inclusion in the document.</p> <p>No further Management Proposals were submitted by the public.</p>	<p>Noted.</p> <p>Noted.</p>
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LITTLE AMWELL CONSERVATION AREA

CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS



Adopted 25 July 2018

East Herts District Council
Pegs Lane, Hertford, SG13 8EQ

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LITTLE AMWELL CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PROPOSALS

Adopted 25 July 2018

This Character Appraisal has been produced by officers of East Hertfordshire District Council to identify the special architectural or historic interest, character and appearance of the Little Amwell Conservation Area, assess its current condition, identify threats and opportunities related to that identified special interest and any appropriate boundary changes.

The Management Proposals section puts forward initiatives for the Conservation Area designed to address the above identified threats and opportunities that will preserve and enhance its character and appearance.

A public meeting was held in Little Amwell on the 16 April 2018 to consider the draft Character Appraisal and the Management Proposals – for the latter, as required under s.71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The draft document was then put to public consultation between 16 April and 1 June 2018. The comments received by the Council have been included in this document where appropriate. The document was formally adopted by full Council on 25 July 2018 upon the recommendation of the Executive Committee.

The content of Character Appraisals written from 2015 which include this paragraph differ slightly from predecessor documents. Selected revisions have been incorporated to reflect changes to legislation, the emerging District Plan, nomenclature, consolidation and other improvements resulting from experience gained to date.

1. Introduction.

1.1. The historic environment cannot be replaced and is a resource that is both fragile and finite. Particularly in an age when society and its needs change with rapidity, the various historic and architectural elements of conservation areas can be perceived to interact in a complex manner and create a ‘unique sense of place’ that is appreciated by those lucky enough to reside in such special places and the many interested persons who appreciate and visit them.

1.2. East Hertfordshire District has a particularly rich and vibrant built heritage, featuring 42 conservation areas and approximately 4,000 fine listed buildings displaying a variety of styles representative of the best of architectural and historic designs from many centuries. Generally and very importantly the clear distinction between built form and open countryside has been maintained.

1.3. The District is situated in an economically buoyant region where an attractive environment, employment opportunities and excellent transport links, road, rail and air, make it a popular destination to live and work. In addition to London a short commuting distance away, the District is influenced by other factors beyond its administrative area, such as Stansted Airport and the towns of Harlow and

Stevenage. With such dynamics it is inevitable that the historic environment will be subject to pressures which emphasize the need to protect it.

1.4. The East Hertfordshire Local Plan Second Review, adopted in April 2007, recognises these facts and commits the Council to review its conservation areas and their boundaries. The production of this document is part of this process.

1.5. Conservation areas are places which are considered worthy of protection as a result of a combination of factors such as the quality of the environment, spatial characteristics, the design and setting of the buildings or their historic significance. In addition to the individual qualities of the buildings themselves, there are other factors such as the relationships of the buildings with each other, the quality of the spaces between them and the vistas and views that unite or disrupt them. The relationship with adjoining areas and landscape, the quality of trees, boundary treatments, advertisements, road signage, street furniture and hard surfaces, are also important features which can add to or detract from the special interest, character and appearance of a conservation area.

1.6. This document was produced in accordance with Historic England guidance, the most recent of which is Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016). The Character Appraisal recognises the importance of the factors listed above and considers them carefully. Once approved this document will be regarded as a 'material consideration' when determining (deciding) planning applications. The Management Proposals section puts forward simple practical initiatives that would preserve the Conservation Area from identified harm and also any appropriate projects and proposals that would, as and when resources permit, enhance its character and appearance.

1.7. The recommendations concerning non-listed buildings and structures are normally formed by the field-workers observations made from the public realm and seldom involve internal inspection or discussions with owners. Thus such recommendations contained in this Character Appraisal might be subject to reconsideration through the planning application process, where that is necessary, and which would involve the submission of additional information. Similar considerations apply to estimating dates of buildings.

1.8. This Conservation Appraisal:

- Identifies the special architectural or historic interest, character and appearance of the Conservation Area.
- Identifies elements that make a positive contribution to the above special interest, character and appearance of the Conservation Area that should be retained, preserved or enhanced;
- Identifies neutral elements that might be beneficially enhanced or, alternatively, replaced by something that makes the above positive contribution;
- Identifies detracting elements it would be positively desirable to remove or replace;

- Reviews the existing boundaries to ensure that they clearly define the Conservation Area and align with distinct changes of character with outside areas such that the Conservation Area is both cohesive and defensible;
- Identifies threats to the Conservation Area's special interest, character and appearance and any opportunities to enhance it;

1.9. The Management Proposals section:

- Puts forward any required boundary changes to omit or add areas to the Conservation Area that would make it both cohesive and defensible;
- Proposes measures and initiatives that address the threats to the Conservation Area's special interest, character and appearance identified in the Character Appraisal;
- Proposes initiatives and projects that exploit the opportunities identified in the Character Appraisal that both preserve and enhance the Conservation Area's special interest, character and appearance
- Puts forward appropriate enhancement proposals mindful of any funding constraints;

1.10 The document was prepared with the assistance of members of the local community and includes additional input from the public through the public meeting and the consultation exercise.

1.11 Acknowledgement and thanks are recorded to Hertfordshire County Council whose Historic Environment Unit has been particularly helpful and Pam Kimpton for her detailed knowledge of the history of the area (see Bibliography on p.50).

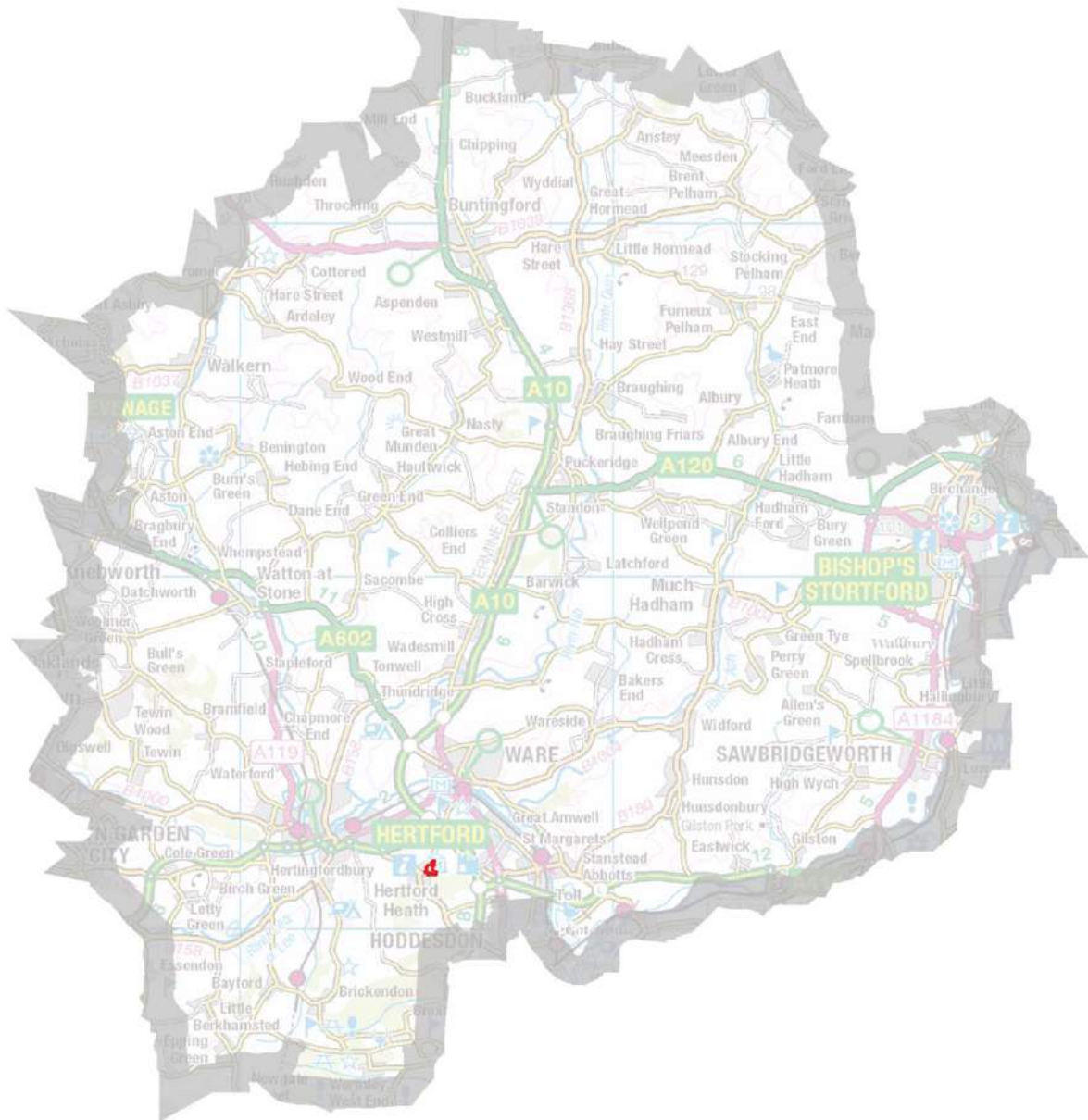
1.12. This document is written in three parts:

Part A - Legal and Policy Framework.

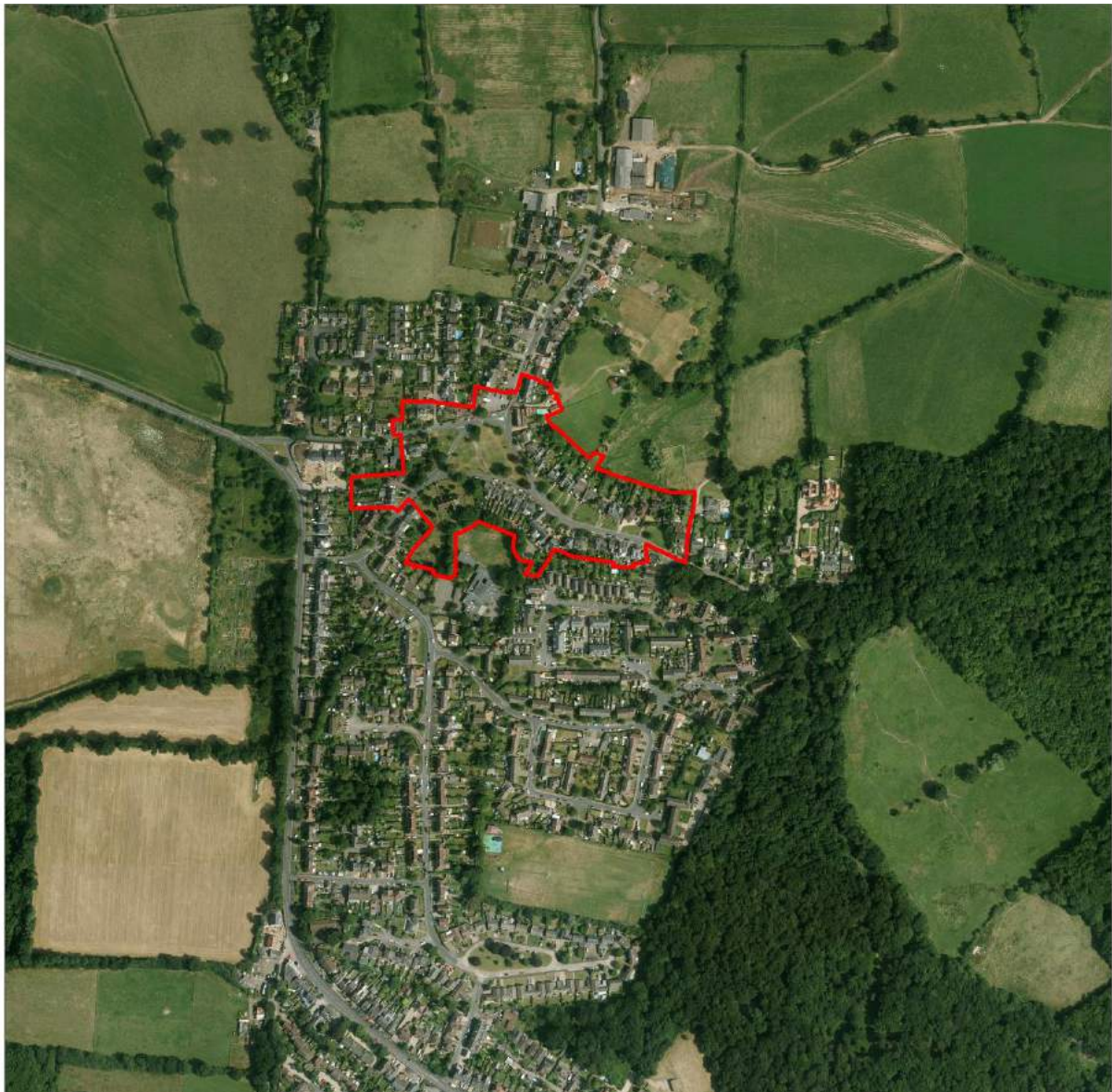
Part B – Character Appraisal;

Part C - Management Proposals.

1.13 Location of the Conservation Area within the East Herts District



Map 1. Location Plan



Aerial photograph 2010

PART A - CONTEXT

2. Legal and Policy framework.

2.1. The legal background for designating a conservation area is set out in Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. This states that the Council shall from time to time (now defined as 5 years) review its area and designate as conservation areas any parts that are of '*special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance*'. The same section of the Act also requires that councils undertake periodic reviews.

2.2. Section 71 of the Act requires Councils to, from time to time (now defined as 5 years), '*formulate and publish proposals for the preservation and enhancement*' of conservation areas, hold a public meeting to consider them and have regard to any views expressed at the meeting concerning the proposals.

2.3 The production of a Conservation Area Character Appraisal, which identifies the special interest and the threats and opportunities within a conservation area, is an essential prerequisite to the production of s.71 Management Proposals (although, interestingly, it is the production of the latter that is the statutory duty).

2.4. Planning Controls. Within conservation areas there are additional planning controls. If these are to be justified and supported it is important that the designated areas accord with the statutory definition and are not devalued by including land or buildings that lack special interest.

2.5. Planning permission is required for the demolition of a building in a conservation area but is subject to certain exceptions. For example, it does not apply to listed buildings (which are protected by their own legal provisions within the 1990 Act) but is relevant to other non-listed buildings in a conservation area above a threshold size set out in legislation*. Looking for and assessing such buildings is therefore a priority of this Appraisal.

2.6. Certain ecclesiastical buildings (which are for the time being used for ecclesiastical purposes) are not subject to local authority administration provided an equivalent approved system of control is operated by the church authority. This is known as the 'ecclesiastical exemption'. Importantly in such circumstances, church authorities still need to obtain any other necessary planning permissions under the Town and Country Planning Act 1990.

2.7. Permitted Development. The Town and Country Planning (General Permitted Development) (England), Order 2015 defines the range of minor developments for which planning permission is not required. This range is more restricted in conservation areas. For example, the Order currently requires that the addition of dormer windows to roof slopes, various types of cladding, satellite dishes fronting a

* The demolition of a building not exceeding 50 cubic metres is not development and can be demolished without planning permission. Demolition of other buildings below 115 cubic metres are regarded as 'Permitted Development' granted by the General Permitted Development Order, subject to conditions that may require the Council's 'prior approval' regarding methods of proposed demolition and restoration.

highway and a reduced size of extensions, all require planning permission in a conservation area.

2.8. However, even within conservation areas there are other minor developments associated with many non-listed buildings that do not require planning permission. Where further protection is considered necessary to preserve a conservation area from harmful alterations carried out under such 'Permitted Development Rights', the law allows Councils to introduce additional controls if appropriate. Examples of such controls can commonly include some developments fronting a highway or open space, such as an external porch or the demolition of some gates, fences or walls or their alteration. The removal of existing architectural features that are identified as being important to the character or appearance of a conservation area (such as chimneys, traditional detailing or materials, porches, windows and doors or walls or railings) can be made subject to protection by a legal process known as an 'Article 4 Direction' which withdraws 'Permitted Development Rights'. The use of such Directions needs to be made in justified circumstances where a clear assessment of each conservation area has been made. In conducting this Character Appraisal, consideration will be given as to whether or not such additional controls are appropriate.

2.9. Works to Trees. Another additional planning control relates to trees located within conservation areas. Setting aside various exceptions principally relating to size, any proposal to fell or carry out works to trees has to be 'notified' to the Council. The Council may then decide whether to make the tree/s subject to a Tree Preservation Order. This Character Appraisal diagrammatically identifies only the most significant trees or groups of trees that make an important contribution to the character or appearance of the Conservation Area, particularly when viewed from the public realm. Other trees not specifically identified may still be suitable for statutory protection through a TPO. There are currently 3 TPOs within the Conservation Area; the frontage and at the rear of 24 Mount Pleasant (believed to be the old vicarage), to the rear of the old school (the once striking tree at the front of the school is now gone) and at the rear of 15 Church Hill.

2.10. Some hedges may be protected by the Hedgerow Regulations 1997. This legislation is extremely complicated and only applies in certain situations that are determined by the location and extent of the hedge, its age and or its historical importance, the wildlife it supports and its number of woody species. Whilst the Regulations do not apply to domestic garden hedges, such garden hedges which are considered to be visually important have been identified. It is hoped their qualities are recognised by owners and the community and will be retained.

2.11. National Planning Policy Framework. The principle emphasis of the framework is to promote 'sustainable development'. Economic, social and environmental factors should not be considered in isolation because they are mutually inter-dependent and collectively define what is sustainable development. Positive improvements in the quality of the built, natural and historic environment should be sought, including replacing poor design with better design. Whilst architectural styles should not be imposed (unless, of course the conservation area is of homogenous

architectural style – which is not the case with Little Amwell) it is considered proper to reinforce local distinctiveness.

2.12. Of particular relevance to this document, the National Planning Policy Framework advises as follows:

- There should be a positive strategy in the Local Plan for the conservation of the historic environment and up-to-date evidence used to assess the significance of heritage assets and the contribution they make.
- Conservation areas. Such areas must justify such a status by virtue of being of *‘special architectural or historic interest’*.
- Heritage assets. A heritage asset is defined 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 listings)’ and non-designated assets – for example archaeological assets.*
- Considerable weight should be given to conserving such heritage assets and the more important they are the greater the weight. For example the effect of an application affecting a non-designated heritage asset should be taken into account and a balanced judgment reached. Substantial harm to or loss of a grade II listed building should be exceptional whilst harm to heritage assets of higher status, e.g. a grade I or II* listed building should be wholly exceptional.
- Local Planning Authorities should look for opportunities for new development within conservation areas to enhance or better reveal their significance and proposals that preserve such elements should be approved.
- The use of Article 4 Directions to remove national permitted development rights should be limited to situations *‘where this is necessary to protect local amenity or the well being of the area...’*
- Green areas. Such areas of particular importance can properly be identified for special protection as Local Green Spaces in selected situations.

2.13. East Hertfordshire’s Environmental Initiatives and Local Plan Policies. East Hertfordshire is committed to protecting conservation areas and implementing policies which preserve and enhance them; to support their preservation through the publication of design and technical advice and to be pro-active by offering grants and administering a Historic Buildings Grant Service. With regard to the latter, grants are awarded on a first-come-first-served basis in relation to works which result in the maintenance of listed buildings and other unlisted buildings of architectural or historic interest. Details are available on the Council’s website.

2.14. In respect of the above, the Council has produced a number of leaflets and guidance notes that are available on line. These 'guidance notes on the preservation and repair of historic materials and buildings' provide useful information relevant to

the preservation and enhancement of conservation areas. They will be updated as resources permit.

2.15. The Council also has a 'Heritage at Risk Register', originally produced in 2006 and updated in 2016 and 2017. This document is available on the Council's website. There are no such buildings within the Little Amwell Conservation Area.

2.16. The East Herts Local Plan was adopted by the Council in 2007. The 'saved' policies set out in the plan remain in force and are relevant in relation to conservation area and historic building considerations. The Local Plan and its policies can be viewed on the Council's website or a copy can be obtained from the Council (contact details are set out at the end of this document).

2.17. In accordance with the requirements of the Planning and Compulsory Purchase Act 2004, the Council is in the process of preparing a planning policy document which will replace the 2007 Local Plan. This will be known as the East Herts District Plan (DP). Once adopted the DP will contain the relevant Council planning policies. As currently drafted this emerging District Plan advises that new development within a conservation area should, *inter alia*, conform with the content of the relevant Character Appraisal.

2.18. Little Amwell Conservation Area was first designated on 10 May 1991 and known then as the Hertford Heath Conservation Area. This is the first review of the designation.

2.19 That review revealed that the village at the heart of the Conservation Area is, in fact, Little Amwell. Hertford Heath is the wider area and, historically, the settlement to the south. The opportunity has been taken to correct this error.



*Late 19th c.
photo showing
Holy Trinity,
the pond and
the hedge
around the
water tank.*

Part B – CONSERVATION AREA CHARACTER APPRAISAL

3. Origins and Historical Development

3.1. There are 3 records within the Little Amwell Conservation Area contained in the Historic Environment Record held by the County Archaeologist. There are an additional 4 records in the immediate area of some relevance to its setting.

Within the Conservation Area

3.1.1 APPROXIMATE SITE OF AMWELL BEACON, LITTLE AMWELL HER REF: 16154

Elizabethan beacon site on Hertford Heath

One of the beacons set up or renewed to give early warning of the approach of the Spanish Armada in 1588, and the last Hertfordshire beacon to survive. This one was set up on the part of Hertford Heath 'known as the Lesser or Beacon Heath', which has dwindled to become the village green at Little Amwell. Presumably it stood on the highest point. The beacon is shown on Speed's 1611 map, a substantial timber and metal structure. In 1698 it was fully restored, at great expense, but only five years later 'the Beacon on the Heath is ruinous and likely to fall', which it did; in 1703 the constable was given permission to sell off the remains.

The site of the beacon is possibly shown on the 1766 Dury and Andrews map. Little Amwell is named on the map Little Heath, and on the green here at the north end of 'Hartford Heath' is a small round mound, deliberately depicted. This may imply it was thought to be artificial; and it occupied the north end of the spur of high ground. It would be in a good position for the beacon. The HER shows the site as being where the array of cottages to the east of the Church stand (Nos. 2-20 Mount Pleasant).

3.1.2 THE GOAT, 25 VICARAGE CAUSEWAY, HERTFORD HEATH HER REF: 17591

16th century house, a public house since at least the later 19th century, at Little Amwell

The 16th century Goat stands on the north side of the green at the hamlet of Little Amwell, facing south onto it. It is a one-and-a-half storey timber-framed hall house and a taller two-storey east cross wing. The projecting single-storey west cross wing with gable chimney is later. A two-storey brick east range was added in the 19th century.

It is shown on the later 19th century OS maps as the Goat public house although it appears to have been built as a private house. It has been extended to the west more recently.

3.1.3 HOLY TRINITY CHURCH, HERTFORD HEATH HER REF: 13753

1863 church by Ewan Christian, built at Little Amwell to serve the new parish of Hertford Heath

A small church in the Early English style for the new parish of Hertford Heath, built in 1863 by Ewan Christian for Rev David Barclay Bevan (vicar 1864-81) .See list description for details. Some restoration was done in 1913.

The churchyard contains the Listed tomb of George James Coleman (d.1866) and his wife Ann (d.1871), an elegant carved chest sarcophagus on four animal legs with claw feet, and elaborate railings The fashion for a classical sarcophagus was popular from the late 18th century. The Coleman Tomb represents the end of the tradition and as such demonstrates a lack of subtle refinement which one would find in earlier examples.

The church replaced a pair of cottages shown on the c.1846 tithe map.

Outside the Conservation Area.

3.1.4 ERMINE STREET ROMAN ROAD HER REF: 9271

The Hertfordshire section of the Roman highway from London to York, parts of which are still in use.

The Roman highway from London to York, constructed by the Roman army soon after the conquest of southern Britain in AD 43-45. It enters the south of the county west of Waltham Cross, running due north, and went via Ware and Braughing late Iron Age and Roman settlements, to leave it north of Royston. The course survives well as earthworks, cropmarks, and lengths still in use as roads or rights of way. In 2010-12 it was found to have three distinct road surfaces (surviving about 6m wide, with wheel-ruts in the topmost surface) and several layers of make-up, none closely dated. The original 1st century course was represented by a pair of ditches on its west side, which soon went out of use; the road was encroached upon by buildings from the 2nd century onwards.

The north-south length to the west of Little Amwell from Elbow Lane up London Road and on up Hogswell Lane and the track north are all part of Ermine Street.

3.1.5 AMWELL PLACE FARM, HERTFORD HEATH HER REF: 17590

Late 18th century house with older farmstead

Amwell Place is a late 18th century house set back from the road, in yellow brick with slate roofs, three storeys and cellar. In the early 19th century a two-storey rear wing was added; this has a single-storey 20th century extension at the west end.

The house is shown on the later 19th century OS maps as Amwellplace Farm, at the north end of what was then the hamlet of Little Amwell. It stands 20m north of the farmstead, which in the late 19th century had ranges of buildings on the north and west sides of the rectangular yard and a couple of small isolated buildings to the south. Attached to the rear of the west range were open-fronted sheds.

The timber-framed and weatherboarded barn at the north-west corner of the yard was built in the early 18th century but using older timbers. This barn is the only surviving building apart from the house, and is now part of a recent domestic complex. Both the house and barn are Listed Grade II.

3.1.6 THE TOWNSHEND ARMS, 21 LONDON ROAD, HERTFORD HEATH HER REF: 31057

Earlier 19th century public house, now housing.

The Townshend Arms, which closed in 2012 for conversion to housing, is an earlier 19th century double-fronted building with low-pitched slate roof standing on the eastern edge of War Memorial Green [12376] at Hertford Heath. It is shown on the c.1846 tithe map, when it may have been comparatively new. Attached on its north side is a narrower single-storey stable block extending to the NW along the edge of the Green, and crossing the line of Roman Ermine Street [9271]. By the time the Townshend Arms was built the main road was the London Road heading NW across the Green towards Hertford, and the course of Ermine Street northwards from here towards Ware was a rural lane. The 1881 OS map shows the stable building divided into three portions, and behind the house itself was a well.

3.1.7 WAR MEMORIAL GREEN, HERTFORD HEATH HER REF: 12376

Small triangular green at a road junction. Registered common land.

This is a small triangular green at the point where the main road between Hoddesdon and Hertford leaves Ermine Street [9271]. In the early 19th century the Townshend Arms [31057] was built on the eastern edge of the Green. Hertford Heath's war memorial stands in the centre of the triangle.

3.2 Prehistoric (before 600BC), Iron Age (600BC-43AD) and Roman (43AD-c450) and Saxon (c450 - 1066)

Archaeological finds show that human activity in the area goes back to the late Mesolithic period (circa 6,500 BC). Bronze Age axes have been found at Priors Wood in an area that is now Oak Tree Close.

Prior to the arrival of the Romans the area was a settlement of the Catuvellauni tribe, a celtic tribe centred on St. Albans that covered Hertfordshire and Bedfordshire. In 1956 builders laying the foundations for the garages in Trinity Road unearthed an Iron Age Belgic chieftains cremation grave dating from 40-50 AD.

The Roman period saw the making of Ermine Street described above. By the 12th C. large sections had fallen into serious disrepair and the preferred route out of London followed up the Lea to Hoddesdon where it traversed north westward along the now B1197, picking up the short north-south length of Ermine Street described above and then veering northwest again to Hertford, the County town.

3.3 Norman and Medieval (1066-1500)

The publication, Place Names of Hertfordshire, English Place-Name Society Vol. XV 1938, Cambridge University Press, 1970 advises several names for what is now Great Amwell beginning in 1086 – Emmewelle, Emuella and Emwella. By 1220 it was Amwell. However variations still occurred; 1220 – Amwell, 1225 – Emeswell, 1226 – Amewell, 1258 – Ammewelle, 1307 – Ampwelle and in 1426 – Anwell.

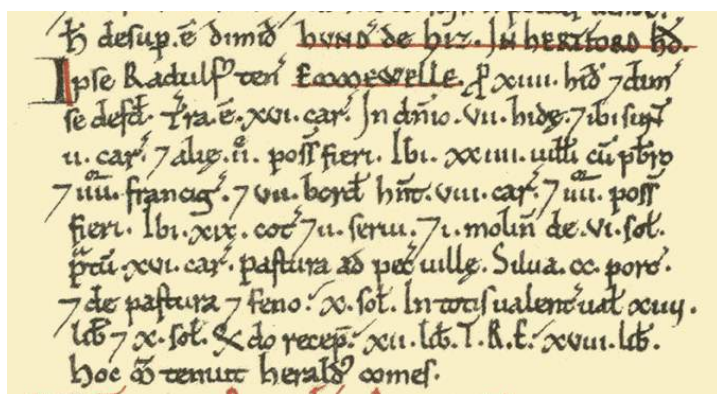
The first reference to Little Amwell as a separate entity was in 1542 where it was already known as Little Amwell. Further variations for greater Amwell are recorded thus; 1593 – Much Amwell and 1655 – Greate Amwell.

The origins of the name are described as 'Æmma's spring' or 'wielle'. Æmma would be a pet form for an old English name such as Æanmær or Æanmund. According to tradition, Emma, the wife of Canute, is supposed to have given her name to the well (just below the church in Great Amwell), but the place name is "undoubtedly far older than that".

In considering the names of the area it is worth clarifying that prior to the early 19th C the area was known as Great Amwell and Little Amwell – the latter being the area the focus of this study. Before the coming of Haileybury College (The East India Company College at Haileybury) in 1809 'Hertford Heath' was just that - a heath with Priors Wood to the south with only a tiny handful of cottages along what is now the B1197. The main settlement for the area was at Little Amwell. Hence the proposal in this document to adopt this more historic name.

The two Amwells were part of the lands held by Earl Harold – King Harold to us. With his defeat at the Battle of Hastings, William gave the Manor of Amwell to Ralph de Limesi, and it is his name that features in The Domesday Book, the census commissioned by William I in 1086. It records two entries and states that 'Emmewelle' (being Great and Little Amwell) was assessed at 14 ½ hides. There is land for 16 ploughs. In demesne (where the produce went to the Lord rather than his tenants) were 7 hides (about 120 acres). There were 24 villagers, 1 priest and 4 Frenchmen. There were 19 cottagers and 2 slaves. With families that might be as many as 300 people. There was a mill, extensive meadow for 16 ploughs and pasture for the live-stock of the village and woodland for 200 pigs. A large and valuable estate. Source: Domesday Book, a complete translation, Alecto Historical Associations Penguin Books 2002.

Little is known about Little Amwell until the 17th c but it would not be unreasonable to assume that, in common with much of England, the population declined by 1300 and declined further with the arrival of the Black Death in 1348-9. A smaller population and shortage of farm labour may, as elsewhere, have led to greatly expanded sheep farming. Many such areas then saw populations expand again into the middle of the 16th century.



Extract from the Domesday Book for Amwell.

3.4 17th Century

In 1563 Elizabeth I moved Parliament from Westminster to Hertford to escape the plague. One can imagine the spectacle of her court travelling through Little Amwell on the way.

The threat of invasion from the Spanish Armada in 1588 led to the erection of tall timber and pitch beacons from the south coast to the north of England. High ground was needed so they were in sight of one another. Three such beacons were erected in Hertfordshire, one of which was at Little Amwell. Its exact location is unknown, some say it was set up on 'Beacon' at Amwell Place Farm but this appears to be a later name referencing the bonfires lit for various coronations etc. in the 20th c. The most likely location is shown on the HER – where the present run of cottages to the east of the Church are, an area known as the Lesser Heath. Repaired and rebuilt repeatedly, it was the last of the three still standing, when it finally succumbed to strong winds in 1702, whereupon the materials were sold off. Yet it (or at least the mound upon which it stood) still appears to be shown on the Dury and Andrews map of 1776 (see Fig. 1 below).

3.5 18th Century

The historic record has little to say about Little Amwell during this period. The Goat PH was built at this time and is shown on pre-1756 maps.

3.6 19th Century

The population had grown to 403 people by 1801 living in 78 houses. However, with the opening of the East India Company College at Haileybury in 1809 there appears to have been something of an exodus to take up the jobs and new housing there as by 1811 the population of Little Amwell had fallen to 243 in 38 houses (one imagines that a number of hovels were pulled down at this time). Indeed the College was a vitally important part of the local economy employing laundry workers ('washer women'), cleaners, porters, heating engineers, matrons, gardeners, laboratory assistants, pig stockmen and labourers to produce the fruit and vegetables necessary to support the College. The village greens were once full of washing lines with billowing sheets and shirts (see historical photo below). Over half the village were employed there, so it must have come as devastating news when, in 1855 Parliament, conscious after the so-called 'Indian Mutiny' that the East India Company was an untenable presence on the sub-continent, began the process of winding it up. They began with the College which closed in 1858. Happily, the College reopened as a new public school in 1862 after what, for local villagers, must have been an

extremely anxious period (the alternative source of work, agriculture, was having its own crisis faced with cheap food imports from America). The education of the locals was secured with the opening of the school in 1837 and its subsequent expansion as the century drew on such that by 1894 the school could accommodate 280 children.



*Late 19th c.
photo showing
the pond and
the washing
lines along
Mount
Pleasant.*

In 1863 Holy Trinity Church was founded and the following year Little Amwell as a separate secular and ecclesiastical parish was created from parts of All Saints, St. Johns and Great Amwell parishes. However, this left an unsatisfactory situation for the wider 'Hertford Heath' area as it now fell to two separate parishes – Little Amwell and Great Amwell; a matter that was not resolved for over a hundred years.

Yet Little Amwell was only a small village and in 1900 consisted of just London Road, Hogs dell Lane, Vicarage Causeway, Church Hill, Mount Pleasant and the newly named Downfield Road. As with any such village it was, of necessity, quite self-contained and a number of what are today simply houses, once were premises for bakers, shops and other facilities. Kelly's directories of 1890-1914 lists a full complement of such tradesmen, many of whom would have 'worn more than one hat'. In 1891 the population was 843.

3.10 20th century and beyond

The War memorial erected in 1920 commemorates the 37 men in the First World War and, later, the 10 in the Second World War who made the ultimate sacrifice. Zeppelin bombs dropped in 1916 caused some localised cratering and damage around the Vicarage.

A substantial change to the character of the area happened in 1937 when the pond was filled in, apparently due to 'misuse' and the fact they were almost grown over. This pond is plainly visible on the old maps up to 1923 (see Fig. 4.). Old photographs show its location and extent at the south east corner of the Green with the washer women's clothes lines behind on Mount Pleasant.

Various infill developments around the Green can be tracked on the OS maps (see below) c/w typical ribbon housing development along London Road.

Further south the extensive post-war public housing development at Hertford Heath led to the gradual relocation of the 'centre of gravity' of the area away from Little Amwell. This was acknowledged when in 1990, after over a hundred years, the separation between Little Amwell and Great Amwell parishes was ended with the creation of the new Hertford Heath Parish Council. Note, it was not called Little Amwell PC.

The area has remained largely unchanged until recent years when a spate of demolitions and rebuilds has occurred leaving a scattering of large and mainly undistinguished post war houses and bungalows. Most of this can only be described as of 'neutral' quality consideration of which has generated the proposal to reduce the size of the Conservation Area by removing much of Downfield Road and Portland Place. An undoubtedly attractive Conservation Area, care must be exercised to ensure that future new development is of high architectural quality in sympathy with the traditional styles and materials. Too often recent development has paid scant attention in their designs to the prevailing grain, scale, design and materials of local vernacular tradition and, devoid of any meaningful contextual input, have consequently failed to make any positive contribution to the character or appearance of the conservation area. Thus, if left unchecked, developers gradually erode and destroy the very attractive qualities that they feed on.

High house prices fuel this process, with developers able to offer temptingly high land prices to existing landholders. Regrettably, and in common with the rest of south east England, the process is inflationary, making houses unaffordable to locals, priced out by those looking to retire to the country or those with well-paid urban jobs. Commuters tend to shop at the supermarkets in the towns where they work (and/or go there recreationally at weekends). Faced with such competition local village shops and services have been lost.

This Character Appraisal seeks to identify the special architectural interest, character and appearance of the Conservation Area so that it can be better preserved and enhanced. The derived and approved Management Proposals, local action, the influencing of individual owners, directing the various authorities with rights over the public realm, better design and the more informed decision-making by the Council's own planning system can help prevent or mitigate some of the harm now being experienced.

3.11 Historic and contemporary maps.

The early historic maps show something of the location of key villages and features. In this instance they show the relationship of the hamlet with Ermine Street and the later route from Hoddesdon along what is not the B1197. They also show that the main focus of development before the 19thc was along what is now Downfield Road. This was known as the Ware Road before then and the maps show it wending its way north through Rush Green to Ware. This, then, was the importance of Little Amwell – it stood on the high ground at the junction of the roads out of London to Hertford and Ware. It would appear Ware was the more historically important destination – hence it was on the Ware Road that the houses were built.

The later OS maps show the development of the area during the 19th c. spreading along Mount Pleasant (the road to Great Amwell) with many gap sites gradually infilled as the century progressed.

The 1846 Tithe map on p. 21 shows the 2 cottages where the Church is now. The later OS maps show the large underground water tank on the Green. This was donated by Rev. Barclay in 1898 and supplied off the new artesian well at the Vicarage, many of the existing cottage wells having inexplicably become unpotable the year before. This may be related to the huge scale of the laundry operation by this time – the village being known as ‘Soap Sud Island’ – all that waste water must have been tipped somewhere and it is not difficult to see how it could have entered the water course. Old photos show the water tank hidden behind hedging.

The 1923 OS maps show Goat Cottages on the site of the present carpark. These were pulled down after 1925.

The big change in the area can be seen in on the 1973 OS map with the post war public housing to the south. This was part of a national housing policy to provide better quality housing for locals and those moving out of the overcrowded slums of London. Many similar estates were built by the County authority at this time as extensions to Hertfordshire villages. To many newcomers the move to the rural quiet of ‘ertford ‘eaf’ (or ‘The Bush’ as it was popularly known) must have been quite a shock. Originally built as council (social) housing, these houses are now under mixed ownership, some privately owned, others having passed from the local authority to housing associations.

More recent development has taken the form of opportunistic infill or demolition and redevelopment as described above.

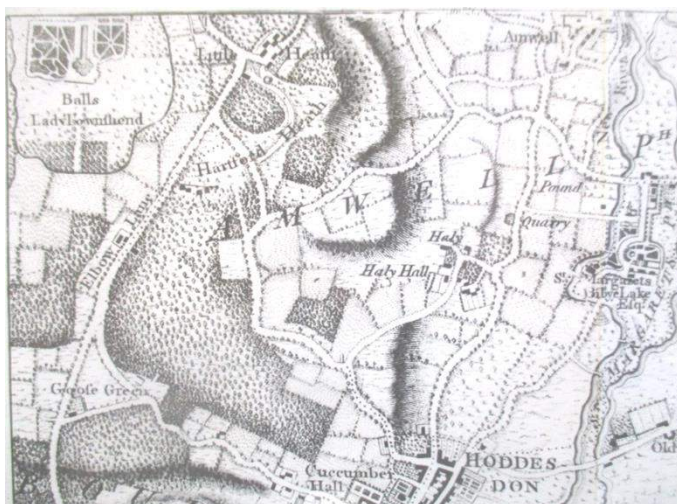


Fig. 1. Dury and Andrews map of 1776. Little Amwell is here called Little Heath. The mound, assumed to be the Beacon, is clearly visible, much though the beacon itself was removed some 74 years earlier. NB. this map is not to true north (Elbow Lane – Ermine Street - runs north-south)– the insert shows the necessary correction.



Fig. 2. Bryant Map of 1822. This survey was at 1" = 1 Mile so not particularly detailed. The Goat Inn PH and various cottages along Downfield Road (then called Ware Road – hence it's pre-eminence) and Amwell Place Farm can be identified.



Fig. 3. OS First series map of 1805 (from a spread of 1805-1869). This shows Hailey Bury as East India College (founded in 1806) so may be a later amendment. This survey was at 1" = 1 Mile so not particularly detailed. The spire symbol may well denote the then historic Beacon. The hamlet is identified as Little Amwell with Little Heath now shown to the west. Most development is still along Downfield Road. The waste (Bury W.) appears to be crossed by a mere track.



Fig. 4. OS First series map of 1863 (from a spread of 1805-1869). 1" = 1 Mile so not particularly detailed. Little change from the previous map.



Fig 5. Tithe map 1846

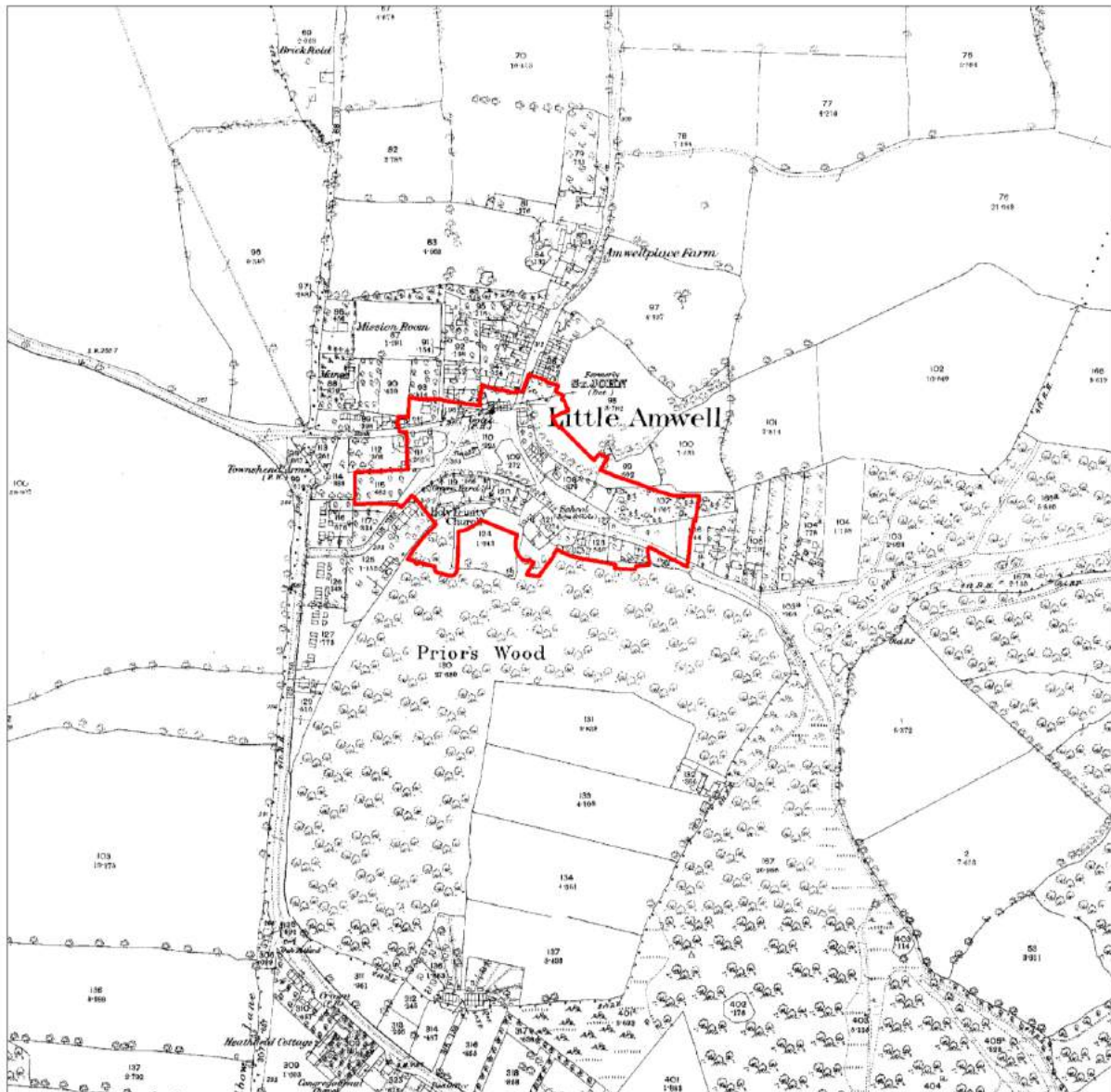


Fig. 6. OS map of 1880-81



Fig. 7. OS map of 1898

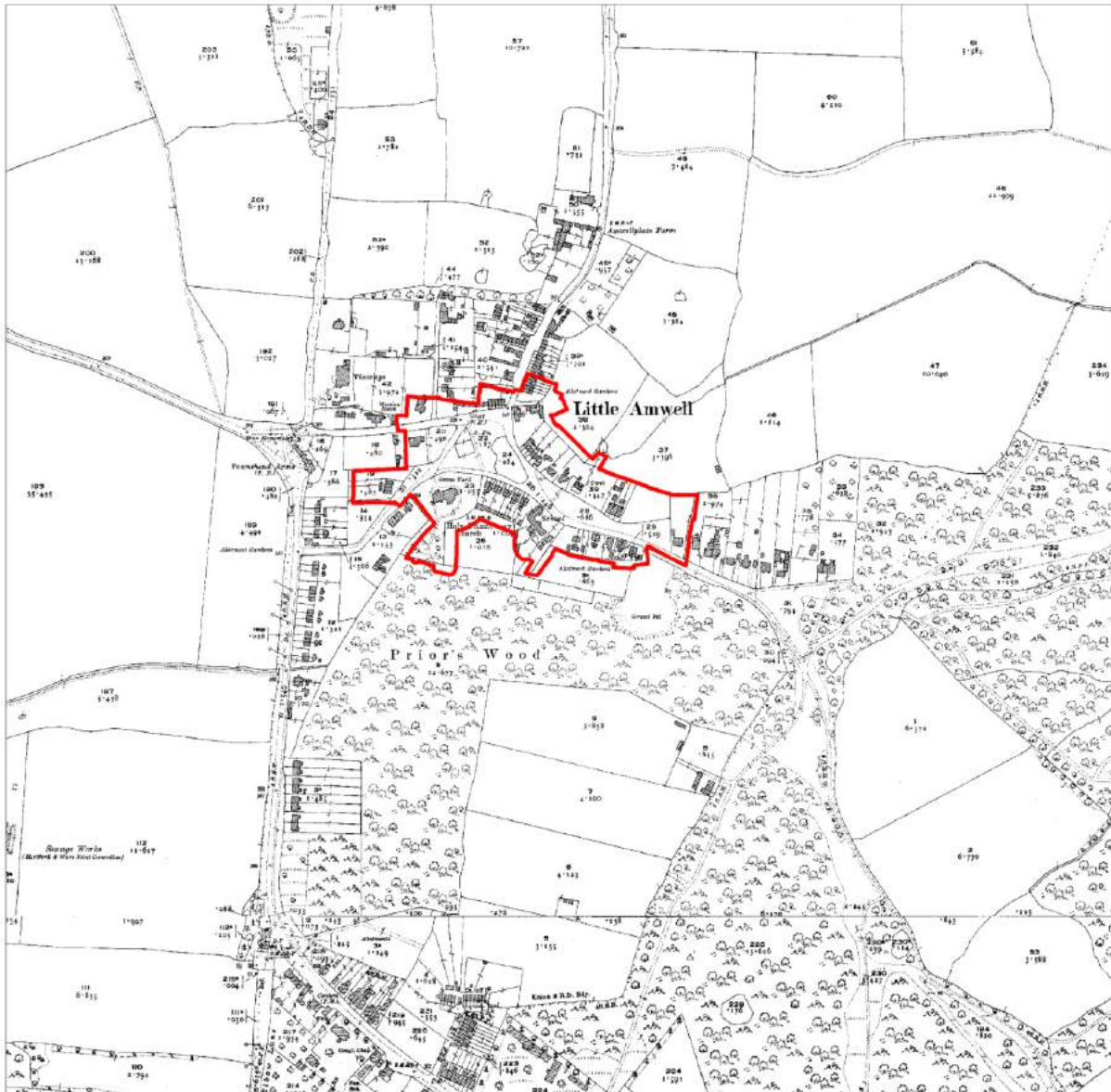


Fig. 8. OS map of 1923

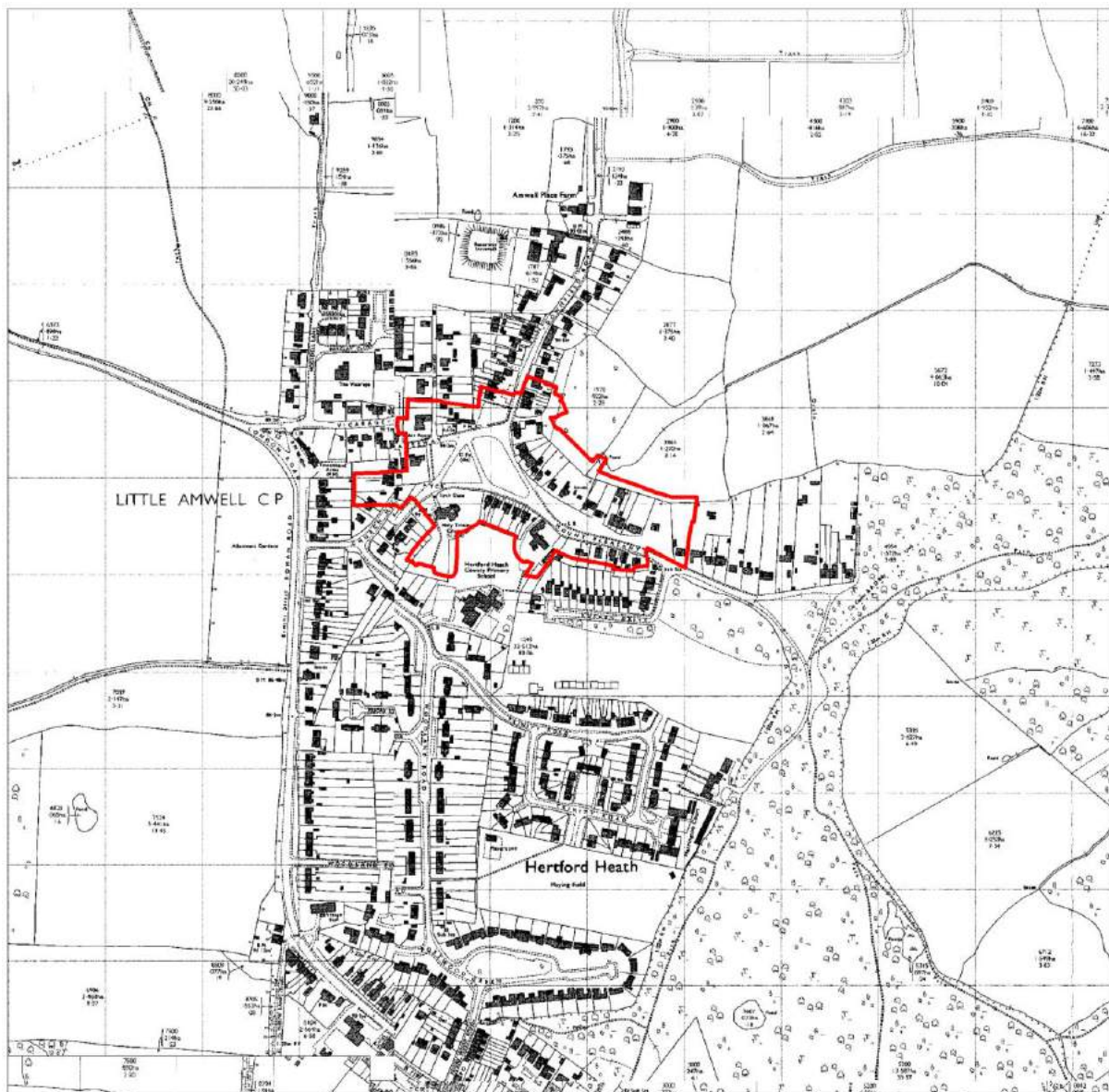


Fig. 9. OS map of 1973



Fig. 10. OS map of 2016

4. HERITAGE AND ENVIRONMENTAL DESIGNATIONS AND THE CRITERIA USED TO IDENTIFY OTHER IMPORTANT FEATURES

4.1. Scheduled Ancient Monuments (a National designation).

There are no SAMs within the Conservation Area. The Iron Age cemetery SAM is within the loop of Trinity Road to the south of the Conservation Area.

4.2. Areas of Archaeological Significance

These are designated locally by East Herts District Council on advice from Hertfordshire County Council. There are no AAS designations within the Conservation Area. An area surrounding the above SAM has been designated a AAS and is shown in the adopted Local Plan and the emerging District Plan.

4.3. Listed buildings (a National designation).

There are three grades of listed buildings; in descending order of special interest, Grade I (approximately 2.5% of the national total), Grade II* (approx. 5.5%) and Grade II making up the rest. Listed buildings are protected from unauthorised demolition, alteration or extension. They are protected both internally and externally. Structures, including railings and walls, within the curtilage of listed buildings, if they are pre-1948, are also subject to the same controls as listed buildings. Individually listed buildings within the Conservation Area have been identified, plotted and are briefly described, such abbreviated descriptions being based on the national list, occasionally with additional comments in italics by the fieldworker. Full descriptions can be obtained on line at Historic England's website

List.HistoricEngland.org.uk

4.4. Non-listed buildings of quality and worthy of protection.

A number of other non-listed buildings and structures make an important positive contribution to the architectural or historic special interest of the Conservation Area and are identified by this Character Appraisal. The basic questions asked in assessing such buildings/structures are:

- (a) Is the non-listed building/structure of sufficient architectural or historic interest whose general external form and appearance remains largely unaltered?
- (b) Does the building contain a sufficient level of external original features and materials?
- (c) Has the building retained its original scale without large inappropriate modern extensions that destroy the visual appearance particularly in respect of the front elevation?
- (d) Is the building visually important in the street scene?

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful checklist to identify elements in a conservation area which may contribute to the special interest. The checklist is reproduced in Appendix 1.

4.5. Important trees and Hedgerows.

These are identified by this Appraisal and shown on the Character Analysis Map on p. 30. The basic criteria for identifying important trees and hedgerows are:-

- (a) They are in good condition.
- (b) They are visible at least in part from public view points.
- (c) They make a significant contribution to the street scene or other publicly accessible areas.

4.6. Open spaces or important gaps.

Those that contribute to the character and appearance of the Conservation Area and where development would be inappropriate are identified by this Character Appraisal and on the Character Analysis Map on p. 30. The basic question asked in identifying such areas is does the open space or gap form an important landscape feature contributing to the general spatial quality and visual importance of the Conservation Area? Private open spaces forming an important setting for an historic asset and unkempt spaces that have the potential to be enhanced are candidates for selection subject to complying with the principle question.

4.7. Other distinctive features.

Those that make an important architectural or historic contribution are identified in this Character Appraisal and on the Character Analysis Map on p. 30. In relation to walls and railings, those at and above prescribed heights in a conservation area, being 1m abutting a highway (including a public footpath or bridleway, waterway or open space) or 2m elsewhere, are protected and require permission for their demolition.

4.8. Enhanced controls.

Reference has previously been made to the potential of introducing Article 4 Directions to control minor development in conservation areas in justified circumstances. The character appraisals undertaken to date for other conservation areas have identified that while many important historic architectural features remain unaltered on some non-listed buildings, the exercise of Permitted Development Rights on other buildings has eroded their quality and harmed the special interest of the conservation areas. Article 4 Directions have been piloted for another conservation area and the Council has now resolved to make them for its other conservation areas. Such important historic detailing including features as identified below would be retained and inappropriate alterations to them controlled. In time some of the lost architectural detailing could then be restored.

- Chimneys, in good condition, contemporary with the age of the property and prominent in the street scene.
- Windows and doors visible from the street/s, where they make a positive contribution to the special interest and character and appearance of the Conservation Area. An Article 4 Direction made through a s.71 Conservation Area Management Proposal can be a useful tool in controlling the loss of such features and, where already lost and replaced with inauthentic modern replacements, their restoration.
- Other features might include good quality architectural materials and detailing constructed of wood, metal or other materials.

- Walls or railings which make a positive architectural or historic contribution to the character or appearance of the Conservation Area.
- Hardstandings and measures to prevent the loss of front gardens for off-street parking.
- Measures to prevent the installation of PV and solar panels on prominent roofslopes.
- It may also be appropriate to introduce Article 4 Directions to retain quality buildings below the prescribed Permitted Development threshold.

4.9. Negative features.

Buildings and features that are out of character with the Conservation Area and detract from or harm its special interest or are in poor repair are identified in the Character Appraisal and on the Character Analysis Map on p. 30.

4.10. Important views.

These are identified on the Character Analysis Map on p. 30.

4.11. Conservation Area boundaries.

In suggesting any revisions to the Conservation Area boundaries, principal consideration has been given as to whether or not the land or buildings in question form part of the area of 'special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. Too often modern development lacks the necessary architectural interest to merit retention. Similarly, large tracts of open space or farmland around a village should not now be included. The boundary should describe a clear change in character or appearance if it is to be both logical and defensible in law.

Boundaries will normally, but not always, follow existing features on the ground and property boundaries. Where appropriate, it will also follow the crown of the road. In addition, where conservation area legislation protects features such as wall/railings or trees that would otherwise form part of a conservation area boundary the latter is extended a small but obvious distance beyond the protected feature in question to avoid any ambiguity in interpretation as to whether or not it lies within the conservation area.



Little Amwell Conservation Area Character Appraisal

Map 2. Character Analysis Map

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Ordnance Survey 100016223

All 'saved' Local Plan Policies and Government planning policies set out in the 'National Planning Policy Framework' (NPPF) apply as appropriate

Revised conservation area boundary:
Local policies SHC-SHS particularly apply

Scheduled Ancient Monument and Areas of Archaeological Significance: Local policies BH-SBH particularly apply

Individually listed buildings/structures:
NPP policies apply

Category 1 non-listed buildings

Category 2 non-listed buildings

Neutral buildings

Building or structure having a negative impact

Important open spaces to be protected

Important water features to be protected

Tree Preservation Order

Trees making a positive contribution

Hedgerow making a positive contribution

Selected important views to be protected

Churchyard monuments and graveyards

Good quality boundary

The map displays the Little Amwell Conservation Area, outlined in red. The area is divided into various zones and features, each color-coded according to the legend. Key features include Portland Place, Highbury Lane, and the Church of St. Mary. The map also shows the surrounding area, including the River Thames and the A1000 road.

5.1 General Landscape setting

In terms of its wider setting, the Landscape Character Assessment produced in 2007 as a Supplementary Planning Document, describes the wider area ('Area 64, Hertford Heath') as *'An area of gently undulating wooded farmland, much of it pasture, with extensive areas of woodland and heath. At the heart of this rural area lies Haileybury College, which also influences the only settlement in the area, from which it takes its name. The damp acid grasslands and relic heath are ecologically and visually important'*. It defines the key characteristics as: *'Gently undulating wooded pasture, open aspect to east, strong presence of woodland with regular field pattern, ancient woodland throughout with heathland'*.

The SPD informs us that *'Hertford Heath is now a sizeable village, but developed from two separate hamlets including Little Amwell to the north end around the Goat Public House and another hamlet closer to the site of Haileybury College now an educational establishment. There are also some isolated farms'*.

5.2 General overview

Little Amwell is a typical rural village approximately 2 miles south of Ware. It sits on a heath (Hertford Heath) above the River Lea valley on its south side. On higher ground, it sits at 90m (300') above sea level. Surrounding fields are arable farm land, or cattle and horse grazing. It is sited immediately above Ermine Street, the old Roman road from London to York (via Ware), on its east side. This section of Ermine Street is still in use and forms part of the B1197 – the later route from London linking to the north, this time via Hertford. Downfield Road was known as the Ware Road before the 19th c and was an alternative route to Ware on this higher and therefore drier and more passable land. It was along this road up to Amwell Place Farm where historic development prior to the 19th c. occurred.

The green sits on an elevated platform and is contained by the necklace of buildings now arrayed around its perimeter with the feeder roads providing views beyond. Some peaked views between houses to trees and landscape beyond. Sadly the ponds that once were an important feature of the Green were filled in in the last century.

Little Amwell, like so many similar rural villages, is evidence of the typical decline of rural villages and way of life across Hertfordshire since the War. The village was once largely self-sufficient with shops, butchers, pubs, local tradesmen, the Church and Mission Hall, school, etc. to support the village, its outlying farms and the rural community. Today, many of those facilities have gone, a sad reflection of the suburbanisation of the rural way of life, the increased use of the motor car and the consequent availability of other, more competitive goods and services.

Many of the more recent developments have also succumbed to those suburban characteristics with scant reference to local architectural styles, size, bulk and materials. This is diluting the area's local character and must be addressed when considering future developments.

5.3 Scheduled Ancient Monuments None.

5.4 Areas of Archaeological Significance None.

5.5 Individually Listed Buildings

There are 37 entries on the national list for Hertford Heath Parish of which the majority are at the Haileybury and Imperial Service College. Within the Conservation Area there are 4 entries, all Grade II. Immediately to the north, and previously included in the Conservation Area are 2 entries;- Amwell Place and the Barn at Amwell Place Farm, both Grade II. Of those in the Conservation Area, only The Goat PH with its 16th C origins, dates before the 19th C.

GRADE II

Longer list descriptions of the listed buildings in the Conservation Area can be found on the Historic England website at:-

<http://list.historicengland.org.uk/results.aspx?index=1>

The Goat Inn PH, Vicarage Causeway (N side).



House, now a public house. C16, C19 E block. Timber frame on brick plinth, roughcast with weatherboarded apron to front. E block painted brick ground floor and roughcast first floor. Steep old red tile roofs. 1½ storeys hall range with higher 2-storeys E crosswing, later single-storey projecting W crosswing, and brick 2-storeys E block. Set back a little from road, facing South. Hall range has 2 gabled dormers at eaves and 3-lights casement window to ground floor. E crosswing gable has 4-lights ground floor window with 2-lights window on first floor. Present entrance into gable of lower W crosswing beside 3-lights window. This has a W gable chimney. E block has an entrance on the LH and a window on each floor on RH, a 2-lights window with 2/2 sash window on first floor. Rear wall central chimney to this block. Interior has exposed framing in walls and axial joists.

Drinking Fountain on the Green, Church Hill.



Drinking fountain. Dated '1898' on N side. Portland stone on blue brick base with York stone front slab. 3M tall, 1M square Gothick structure facing W, on green, beside road. Symmetrical in form of a pointed pinnacle with gabled faces and chamfered pointed panel on each face. Projecting bowl on W with disused outlet in panel over. Inscription from bible on S side. Red brick cross motif on each side of brick base. Included for group value.

Church of the Holy Trinity (Church of England), Church Hill.



Parish church. 1863 by Ewan Christian for Rev David Barclay Bevan (vicar here 1864-81), restored 1913 at cost of £220. Red brick banded with blue brick. Bath stone keystones to pointed arches and plate tracery to S transept. Steep red tile roofs with bands of scalloped tiles, swept valleys, and moulded wooden bargeboards. Square slender timber fleche over crosswing, lead clad and with square shingled spire over louvred bell chamber. Small church in Early English style, with nave, apsidal chancel, crosswing and S transept, SE vestry, and entrance by N

porch. Small lancet windows with red and buff brick pointed arches in pairs to nave and singly around the apse, tall stepped triplets of lancets to W end and N gable crosswing. High wheel window to S transept. Stained glass to chancel and transept, lattice leaded clear glass with margins elsewhere. Moulded bricks drip course externally and buttresses between nave windows on line of truss. Interior has a wide pointed polychrome chancel arch on stubby E E marble columns with over large foliate stone caps. Low plaster-vaulted chancel has wooden ribs rising from a moulded wallplate. Plastered walls with polychrome inner arches of splayed windows exposed. Moulded band below window sills. Simple wooden rail on foliate ironwork at line of arch. Low stone orthostat on RH and coved corbelled stone base to octagonal oak pulpit on LH outside arch but at raised level. Lofty open timber roof of arch-braced collar construction has 2½ bays to nave and a further bay taken up by the crosswing with lower roofs coming in from each side. Heavy chamfered stone corbels in nave support wallposts and feet of moulded arch-braces. Polychrome arch of 2 chamfered orders into transept, the inner order carried on moulded corbels. Nave walls plastered with polychrome arches left exposed. Stone shaft and carved foliate capital supplies central support between each pair of lancets. Uniform pine skeleton pews with reversed Y ends. Organ in S transept dated 1864 built by T W Walker, London. Large stone font on square platform and moulded octagonal shaft and base. Heavy rounded bowl with inscribed band and circular oak cover with iron handle. Low raised platform at W end. Marble relief carved wall monument in chancel to H F Durnford d.1878, signed H F Williamson, with Figure of the Good Shepherd. Large gabled enclosed N porch in red brick with timber framed upper part forming a band of quatrefoil windows to sides and at front flanking a very large single-leaf oak door with decorative ironwork in timber gable end with pierced and cusped bargeboards. (VCH (1912)414: Kelly (1914)22: Pevsner (1977)235).

Coleman Tomb in Holy Trinity Churchyard 4 metres to east of Apse, Church Hill.



Tomb. To James Coleman d.1866, later inscription to wife Ann d.1871. Portland stone or weathered white marble, raised on York stone slab on brick walls. Ornate cast iron railings fixed into slab. A monolithic carved chest sarcophagus with bellied sides and supported on 4 animal legs with claw feet and wreathed knees. Weathered top with carved palmette band. Double chamfered base. Elaborate railing with corner and central standards on each side. Knobs on standards. Linking rails and scrolls.

5.6 Important buildings within the curtilages of Listed Buildings

It should be noted that s.1 (5) of the Planning (Listed Buildings and Conservation Areas) Act 1990 extends the protection of the listing given to the main building to include curtilage structures, buildings and boundaries. These have, therefore, enhanced protection above that provided by being within a conservation area.

5.7 Non-listed buildings that make an important architectural or historic contribution

This Character Appraisal identifies other buildings of high quality that are not listed but that should be retained. These principally date from the 19th century and are an important element in the built form and historical evolution of the Conservation Area and make a positive contribution to its special interest, character and appearance.

Category 1 buildings are shown in green on the Character Analysis Map and are well-preserved and retain most important architectural features, for example good quality windows, chimneys and other architectural features that are considered worthy of additional protection through an Article 4 direction.

Category 2 buildings are shown in orange on the Character Appraisal Map and are good buildings, clearly worthy of retention but which have lost some key architectural features or have suffered modern replacements out-of-keeping with the building. These buildings are considered worthy of restoration which additional planning controls through an Article 4 direction would help deliver (and then, subsequently, retain).

Vicarage Causeway: South side (W-E)

Category 1.

Village Sign

Category 2.

22 Vicarage Causeway

Vicarage Causeway: North side (W-E)

Category 1.

Mission Room

South outshut to The Goat PH



*The Mission Room
1882. Originally used
for Bible classes,
Mother's meetings
and entertainments
designed to keep the
men out of the pubs.
Nowadays used by
various clubs and
societies and for
private parties.*

Category 2.
23 Vicarage Causeway

Downfield Road: East side (S-N)

Category 2.
4-12 Downfield Road



*No. 4-12.
Altered but
the historic
structure
remains.*

Mount Pleasant: North side (W-E).

Category 1.
11 and 13 Mount Pleasant
17 Mount Pleasant



*No. 11
Mount
Pleasant.
Well
maintained
and good
features
preserved.*



*No. 17 Mount
Pleasant. Well
preserved and
good hedging
at the*

Category 2.

1 and 3 Mount Pleasant
15 Mount Pleasant
19 Mount Pleasant
27-31 Mount Pleasant



*Nos. 27-31
Mount
Pleasant. Well
preserved with
good low
fencing and
hedging at the
boundary.*

Mount Pleasant: South side (W-E).

Category 2.

10 and 12 Mount Pleasant
18 and 20 Mount Pleasant



*Nos 2- 20 Mount
Pleasant.*

Nos. 1-9 The Old School



*The Old School
1837. The
magnificent lime
tree on the
frontage proved
rotten and sadly
had to be felled.*

24 Mount Pleasant



*24 Mount
Pleasant .
A TPO covers
the front and rear
gardens.*

26 and 28 Mount Pleasant
30 and 32 Mount Pleasant
40 and 42 Mount Pleasant



*No. 42 Mount Pleasant.
Extended and altered.*

Church Hill: North side (W-E).

Category 1.
K6 Telephone box

Category 2.
7-13 Church Hill.

5.8 Other distinctive features that make an important architectural or historic contribution



NB The village sign shows the name of the parish as against the name of the village.

Low front boundary brick walls and picket fencing and the railings to the churchyard so identified are protected to varying degrees by virtue of exceeding specified height relevant to the Conservation Area or by being listed or within the curtilage of a listed building. Notable and attractive features include the Fountain and Village sign on the green, the K6 telephone box opposite the church, the post box pillar and plate on the deep grass verge on the north side of Mount Pleasant and the many fine memorial stones in the church, particularly the unusual cast iron ones.



*The front
graveyard with
cast iron
markers*



*The rear
church yard*



*GR post box
pillar on the
Green.*

5.9 Important Open Spaces

As can be seen on the maps, the Conservation Area is centred on the village green and the deep grass verges along Mount Pleasant and, to a lesser extent, Church Hill. The central area of the green is identified in the Local Plan and the emerging

District Plan as 'Existing Playing Fields/Open Space/Recreation Areas' and is protected by relevant policy.

These green open areas, with their necklace of dwellings around their edge are central to the special interest, character and appearance of the Conservation Area.

5.10 Any others e.g. Wildlife sites/ Historic Parks and Gardens

The area to the north east of the Conservation Area behind 21-39 (and further east) Mount Pleasant is designated a Wildlife Site in the Local Plan and emerging District Plan. Large tracts of land surrounding the village are also so designated and also designated a Site of Special Scientific Interest.

5.11 Particularly important trees and hedgerows

The Conservation Area includes a number of fine trees – particularly within the greens and the churchyard. There are Tree Preservation Orders in place covering trees at the front and rear of the Old School and, to its side, in front of and to the rear of 24 Mount Pleasant and also in the rear garden of 15 Church Hill. Many site boundaries are marked by good hedges which soften the landscape and reinforce its rural and semi-rural character.



*Highly
attractive
treed vistas
at Mount
Pleasant*

A large number of the above trees are important to the Conservation Area and are shown diagrammatically on the accompanying Character Analysis Map on p. 30. Together with the many hedges, these serve to underline the rural origins and character of Little Amwell and are central to its special interest.

5.12 Important views

A selection is shown on the accompanying Character Analysis Map on p. 30. Long picturesque views are evident along Vicarage Causeway and Mount Pleasant across the greens that display the rural and semi-rural character and sylvan charm of the Conservation Area.

5.13 Elements harmful to the Conservation Area

Concern has to be expressed at the neutral quality of much post-war and modern development, which although they may not cause overt harm, are perceptibly diluting the special interest of the Conservation Area. These are shown in yellow on the

attached Character Analysis Map on p. 30. In being new they intrinsically lack historic interest making it all the more important that any new development is of high quality architectural interest if it is not to cause harm to the Conservation Area. Future development must be of a scale, density and in materials and craftsmanship that reflect the local vernacular tradition.

The quality of many historic buildings has been eroded by poorly designed minor works – notably windows, porches and the poor siting of satellite dishes.



Various alterations including the satellite dish that have harmed this historic building.

As discussed under 5.7 above, The Character Analysis Map shows buildings and places that make no particular contribution to the special interest of the Conservation Area ('neutral'). The Map shows that there are no buildings within the Conservation Area that can be described as actually harmful (a very rare instance). The demolition of neutral buildings would not normally be a concern, subject to the details of the replacement being known and the opportunity to secure development that makes a positive contribution to the Conservation Area being taken.

5.14 Threats and opportunities

While Little Amwell is the product of many years of development such that there are a range of styles that were contemporaneous with their times, it has to be said that little since the middle of the last century is of any special interest. This has rather diluted the character and appearance of the area. It is vital to the protection of the Conservation Area that any new developments are of excellent urban design and architectural quality in keeping with the area with a grain, density, siting, form, size, height and bulk that fits within its historic context and are executed in local vernacular crafts and materials such that they make a positive contribution to the character and appearance of the Conservation Area.

A growing trend within East Herts is an increasing demand for excessive extensions to historic and listed buildings. These are often 'life-style' driven in order to facilitate single-function rooms and, following the hotel model, an en-suite bathroom for each bedroom, all reflective of the increasing fragmentation of family life. This demand needs to be monitored and, where harmful to heritage assets, contained if historic

buildings are not to lose their intrinsic character and special interest and the Conservation Area is not to become increasingly built-up and urbanised.

The design and quality of existing boundaries is rural vernacular and low key – usually hedging or simple timber picket fencing. Efforts must be made in this regard to protect such features, require that new boundaries are in keeping with this character and appearance and thereby to ensure that the rural quality of the area is maintained. This will require the making of an Article 4 direction.

5.15 Suggested boundary changes.

Paragraph 4.11 above details the policy requirements in this regard under the National Planning Policy Framework (2012) and associated Planning Practice Guidance (2014) and the current Historic England Advice Note 1 ‘Conservation Area Designation, Appraisal and Management’ (2016). Paragraph 127 of the NPPF is particularly pertinent.

Councils have a responsibility to ensure that conservation areas justify their continued designation and that their status is not devalued through the designation of areas that lack special architectural or historic interest. In reviewing Little Amwell, we have concluded that that special interest is vested in the greens and associated grass verges attractively enclosed by the necklace of buildings of various ages that surround them. As such, we propose to extend the boundary to encompass the east end of the verge along Mount Pleasant such that it is all included. Minor alterations of the boundary are needed to align it with rear property boundaries and features on the ground. Given the above identified special interest, we find that there is no value in the inclusion of the length of Downfield Road which, as a place, is of no special interest. Our survey has shown that the buildings along it are of little and mostly no special interest save Amwell Place Farm, which, in being listed does not need, under the 1990 Act, the extra designation. We are of the same mind with regards to Portland Place and the area to the rear of the Mission Room; these too lack special interest.

Consequently, the existing boundary does not define, as current Historic England guidance requires it should, where there is a clear change of character from the area of special architectural or historic interest. Without such a defensible boundary, the Conservation Area is vulnerable in planning law. This review has taken the opportunity to put that right.

The survey for this Character Appraisal revealed that while the majority of the boundary is appropriately located it should be amended as detailed above so that the area of special interest only is included and is well-defined by the new boundary. These boundary changes, therefore, are included in the Conservation Management Proposals.

6. SUMMARY OF SPECIAL INTEREST OF THE LITTLE AMWELL CONSERVATION AREA

The overall characteristics of the Little Amwell Conservation Area can be summarised as follows:-

1/ A historic village on high ground off Ermine Street. Important and picturesque greens and verges attractively enclosed by a necklace of buildings including a pub on the north side facing the church on the south,

2/ Limited views from within the Conservation Area to the landscape beyond, together with its urban form as an enclosed green, lend the area an intimate air,

3/ A number of fine listed and historic buildings including Holy Trinity Church with its attractive churchyard, tombs and unusual cast iron memorials, the rambling pub with its 16th C core and the drinking fountain on the green. A scattering of interesting historic buildings and structures add to the picturesque quality of the area and include the Old School, post pillar, K6 phone box, and low-level boundaries and hedging that define front property boundaries,

4/ The public realm is relatively simple in design and materials, with tarmacked roads and footpaths lining the important greens and verges. Together they create a harmonious relationship between private, public and communal land that integrates the various parts into a pleasing whole. Relatively low levels of traffic help sustain the rural tranquillity. Unobtrusive, if modern, street lighting helps preserve the rural character. The village sign adds charm,

5/ Buildings along the roads follow a traditional and disciplined building line, address the road and have short front gardens. They are a mix of detached, semis, and short terraces, and although collectively are enclosing of the greens and streetscene, there are some retained gaps between buildings that allow transverse glimpsed views through to trees and land beyond. The buildings are mainly two storeys high and of traditional construction. Only a small number of the historic buildings remain unaltered; while many have been adversely effected by modern 'improvements' and extensions,

6/ Traditional front boundaries such as low brick walls, hedges and wooden picket fences allowing visually permeable public and private space,

7/ A number of buildings built in the second half of the last century are of little interest. As modern buildings they lack historic interest and, too often, they lack architectural merit and have not reinforced local character. The net effect is of a number of neutral buildings that are diluting the character and appearance of the Conservation Area,

8/ Many fine trees evident throughout the Conservation Area, notably on the greens and verges, within the churchyard and providing a skyline background to the buildings.

7. SUMMARY OF ISSUES

Issues facing the Conservation Area at present can be summarised as follows:-

- 1/ The openness of the green and verges must be preserved from *ad hoc* structures and excessive planting,
- 2/ The simplicity of the streetscene and comparative lack of road signage and markings must be preserved from well-meant but often harmful interventions that erode the rural quality of the area,
- 3/ Some good quality historic houses have been harmed by poor quality alterations and the use of modern materials. Increasing public interest in PV and solar panels has much potential to cause harm. Such matters readily contribute to the declining quality and run-down appearance of conservation areas. Consideration should be given to introducing an Article 4 direction to control minor development, prevent any decline of the area and, in time, restore those buildings presently harmed by poor quality alterations,
- 4/ The loss of timber windows and doors and other architectural joinery and their replacement with PVCu, aluminium or other inappropriate modern materials is a particular blight affecting conservation areas. The use of double-glazed units in non-listed buildings is generally acceptable with, in many instances, the casements and sashes capable of adjustment to accommodate slimline units. If not, new double-glazed timber frames may be acceptable provided that the original window design and materials are replicated,
- 5/ The demand for excessive extensions to historic and listed buildings needs to be contained if the buildings are not to lose their intrinsic character and special interest and the Conservation Area is not to become increasingly built-up and urbanised,
- 6/ Much recent housing has been of only neutral quality that has diluted the character and appearance of the area. High quality design and materials that reinforces local character should be demanded of all future development within the Conservation Area,
- 7/ Where buildings are identified on the Character Analysis map as being 'neutral' it must be possible to redevelop to a high design standard such that the replacement property enhances the character and appearance of the Conservation Area. Development effort should focus on these sites,
- 8/ The large expanse of the car park to the side of the pub is not very attractive and would benefit from appropriate landscaping and planting,
- 9/ Reasonable steps should be taken to protect local facilities as a means of supporting village life and avoid Little Amwell becoming a dormitory village.

Many of the above issues are under planning control, or can be brought under planning control with an up-to-date and rigorously applied Article 4 direction. Steps to seek the restoration of lost vernacular features may also be sought through local policy, grants, persuasion and appropriate Conservation Area Management Proposals designed to both preserve and enhance.

PART C – CONSERVATION AREA MANAGEMENT PROPOSALS.

8. MANAGEMENT PROPOSALS.

8.1. Revised Conservation Area Boundaries.

The revised boundary alignments are shown on the accompanying Character Analysis Map on p. 30 and include the following amendments -

- (a) Designate. The east end of the grass verge along the north side of Mount Pleasant and the associated buildings at Nos. 35, 37 and 39.

To rationalise the boundary.

- (b) Designate. The treed area at the rear of 24 Mount Pleasant.

To rationalise the boundary.

- (c) Designate/dedesignate. Various minor adjustments to align the boundary with property boundaries and features on the ground.

To rationalise the boundary.

- (d) Dedesignate. Land at the rear of the Mission Room. Nos 1, 1a, 1b, 3 and 5 (odd) and Nos 2 – 16 (even) Portland Place. Nos 1, 1a, 3, 3a, 5-27, 31a, 31b, 31c, 31d, 33a, 33b, 33c, 33d, 37-39 (Amwell Place Farm) Downfield Road (odd), 14, 16, 24-28, 28a, 30 Downfield Road (even), 1-6 Downfield Close, 1- 6 Amwell Place.

To remove land with no special interest.

8.2. General Planning Control and Good Practice within the Conservation Area.

All 'saved' planning policies are contained in the East Herts. Local Plan Second Review adopted in April 2007. It is currently against this document and the National Planning Policy Framework (NPPF) that the District Council will determine applications. The NPPF is supplemented by Planning Practice Guidance. One such guidance note of particular relevance is 'Conserving and Enhancing the Historic Environment'. In due course the 2007 Local Plan will be replaced by the District Plan whose policies will then have full weight.

8.3. Contact and advice

Applicants considering submitting an application should carefully consider the relevant policies and if necessary contact Officers to seek pre-application advice.

Telephone 01279 655261 (For development proposals ask for Development Management).

E-mail planning@eastherts.gov.uk

Website: www.eastherts.gov.uk

Or write to Development Management, East Herts District Council, Wallfields, Pegs Lane, Hertford SG13 8EQ

8.4. *Guidance Notes*

Applicants should refer to the relevant Guidance Notes previously referred available on the Council's website at :- <http://www.eastherts.gov.uk/index.jsp?articleid=15387>

8.5. *Development Management - Potential need to undertake an Archaeological Evaluation.*

None.

8.6. *Listed Building Control and Good Practice.*

Those buildings that are individually listed are identified on the Character Analysis Map on p. 30 and within the text of this document. Other pre-1948 buildings, structures or walls within the curtilage of a Listed Building may be similarly protected in law. Please seek pre-application advice on this point. Listed Buildings are a significant asset in contributing to the quality of the Conservation Area. It is essential that their special interest and architectural detailing is not eroded nor their other qualities and settings compromised.

8.7. *Development Management – Unlisted Buildings that make an Important Architectural or Historic Contribution.* The Character Appraisal above has identified at 5.7 a number of unlisted buildings that make an important architectural or historic contribution to the character and appearance of the Conservation Area.

Any proposal involving the demolition of these buildings is unlikely to be approved.

8.8. *Planning Control – Other unlisted distinctive features that make an Important Architectural or Historic Contribution.*

This Appraisal has identified a number of railings and walls that make a particular contribution to the character of the Conservation Area. Some are protected from demolition by virtue of exceeding the specified heights relevant to Conservation Area legislation or by Listed Building legislation. Any proposal involving the demolition of these walls is unlikely to be approved. Removal of other Permitted Development rights involving the alteration of non-listed walls will be considered.

8.9. There are other distinctive features that are integral to some of the important unlisted buildings identified above that make an important architectural or historic contribution, including chimneys, windows and other architectural detailing. In some situations protection already exists through existing planning controls but in other cases protection could only be provided by removing Permitted Development Rights via an Article 4 Direction. The Council has resolved to introduce Article 4 directions for its conservation areas. Affected owners will be notified of the introduction of the direction at a later date. The Council would then consider any comments made before deciding whether to confirm or amend the Direction.

8.10. *Planning control - Wildlife Sites.*

Any development that adversely affects wildlife species occupying such sites will not normally be permitted and would need clear justification. Proposals will be considered against Policies ENV 14 and ENV 16 of the Local Plan.

8.11. Planning Control – Important open land, open spaces and gaps.

This Character Appraisal has identified the greens and verges within the Conservation Area as being very important to its special interest.

8.12. Planning Control – Particularly important trees and hedgerows.

Only the TPOs and the most significant trees and clumps or trees are shown diagrammatically on the Character Analysis map. It has not been possible to plot trees on inaccessible land. Subject to certain exceptions all trees in a conservation area are afforded protection and a person wanting to carry out works has to notify the Council. Trees that have not been identified may still be considered suitable for protection by Tree Preservation Orders. Owners are advised to make regular inspections to check the health of trees in the interests of amenity and health and safety. Boundary hedges within the Conservation Area are of particular importance. All stakeholders have a role to play in protecting these hedges.

8.13. Planning Control - Important views. A selection of notable views are diagrammatically shown on the Character Analysis Map on p. 30. Policy BH6 is particularly relevant.

8.14. Enhancement Proposals.

Section 7 of the Character Appraisal, 'Summary of Issues', identifies a number of elements that detract which are summarised in the Table below together with a proposed course of action; other actions are also identified.

Within the staff and financial resources available, Council Officers will be pro-active and provide assistance. It must be recognized that such improvements will generally be achieved only by the owner's co-operation.

8.15. Schedule of Enhancement Proposals

Detracting element	Location	Proposed Action.
Poor quality alterations and materials implemented under permitted development rights.	Scattering.	Introduce an Article 4 direction. Protect and preserve surviving features and seek to restore previously lost features through future planning applications.
PVCu replacement window and doors and thick double glazing.	Scattered.	Introduce an Article 4 direction. Retain historic originals and Improve quality through future planning applications.
Excessive extensions to historic and listed buildings.	Scattered.	Introduce an Article 4 direction limiting sizes. Contain extensions of listed buildings through the consent regime.
Neutral buildings diluting or harming the character and appearance of the CA.	Scattered.	Seek better architectural quality that reinforces local styles and materials for future developments through the planning system.

Pressure for back-land development on gardens.	Scattered.	Avoid harm through the planning system.
Loss of pubs, shops and other local facilities that is eroding village life changing the character of the area.	General.	Through Neighbourhood plan, planning system and associated protection measures.

Bibliography

The Buildings of England, Hertfordshire. Nikolaus Pevsner, second edition revised by Bridget Cherry. Penguin Books 1977.

Kelly's Post Office Directory of Hertfordshire 1874

The Place-Names of Hertfordshire, Gower, Mawer and Stenton, English Place-Name Society Vol. XV Cambridge UP 1938 and 1970.

Beating about the Bush – A History of Hertford Heath. Pam Kimpton. The Rockingham Press. 2008.

Appendix 1

Historic England, in its Advice Note 1 'Conservation Area Designation, Appraisal and Management' (2016) provides a useful checklist to identify elements in a conservation area which may contribute to the special interest (Cf 4.4 above). The checklist is reproduced below:-

- Is it the work of a particular architect or designer of regional or local note?
- Does it have landmark quality?
- Does it reflect a substantial number of other elements in the conservation area in age, style, materials, form or other characteristics?
- Does it relate to adjacent designated heritage assets in age, materials or in any other historically significant way?
- Does it contribute positively to the setting of adjacent designated heritage assets?
- Does it contribute to the quality of recognisable spaces including exteriors or open spaces with a complex of public buildings?
- Is it associated with a designed landscape e.g. a significant wall, terracing or a garden building?
- Does it individually, or as part of a group, illustrate the development of the settlement in which it stands?
- Does it have significant historic association with features such as the historic road layout, burgage plots, a town park or a landscape feature?
- Does it have historic associations with local people or past events?
- Does it reflect the traditional functional character or former uses in the area?
- Does its use contribute to the character or appearance of the area?

A positive response to one or more of the above may indicate that a particular element within a conservation area makes a positive contribution provided that its historic form and values have not been eroded.

APPENDIX A – MAP 2 CHARACTER ANALYSIS MAP SHOWING PROPOSED BOUNDARY AMENDMENTS PUT TO PUBLIC CONSULTATION



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EAST HERTS COUNCIL

EXECUTIVE - 17 JULY 2018

REPORT BY EXECUTIVE MEMBER FOR DEVELOPMENT
MANAGEMENT AND COUNCIL SUPPORT

GREAT HORMEAD CONSERVATION AREA APPRAISAL AND
MANAGEMENT PLAN

WARD(S) AFFECTED: BRAUGHING

Purpose/Summary of Report

- To enable Members to consider the Great Hormead Conservation Area Appraisal and Management Plan following public consultation.

<u>RECOMMENDATIONS FOR COUNCIL:</u> That	
(A)	the responses to the public consultation be noted and the Officer responses and proposed changes to the Great Hormead Conservation Area Appraisal and Management Plan be supported;
(B)	authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and
(C)	the Great Hormead Conservation Area Appraisal and Management Plan be adopted.

1.0 Background

- 1.1 East Herts has a rich environmental heritage which includes 42 Conservation Areas. The East Herts Local Plan commits the Council to review its Conservation Areas, a requirement which is also set out in national legislation.
- 1.2 The review of the Great Hornead Conservation Area is one of a series of reviews being undertaken and this is a recently completed one for consideration.
- 1.3 Each document identifies the special character of the respective Conservation Area together with the elements that should be retained or enhanced and those which detract from the identified character. Existing boundaries are reviewed and, where appropriate, practical enhancement proposals are suggested.
- 1.4 Once Members have considered each document and it has been adopted by the Council, it becomes a 'material consideration in the process of determining planning applications.

2.0 The Great Hornead Conservation Area Appraisal and Management Plan.

- 2.1 Nikolaus Pevsner, the noted architectural historian, refers to the main village street as being '*uncommonly charming*'.
- 2.2 The Great Hornead Conservation Area was designated in 1981. This Appraisal document was completed in 2018 and went through a period of public consultation from 8th March 2018 to 19th April 2018. There was a public meeting held on 8th March 2018 at The Meads Pavilion at

which about 25 persons attended. A number of representations have been received relating to the removal of open and agricultural land and buildings from the conservation area. Other representations suggest the inclusion of other areas including allotments at Horseshoe Hill. The Parish Council suggest parts of Hare Street and Little Hormead be designated as new conservation areas. The headline issues are set out in the following paragraphs:

- 2.3 The consultation document considers the conservation area boundaries and proposes a number of alterations. These are: (a) Include Hormead Hall and surrounds and also Hawthorn House; (b) Exclude The Firs off Conduit Lane; (c) Exclude Gelders and adjacent land, Conduit Lane; (d) Exclude land to North West of Gelders beyond Black Ditch; (e) Exclude range of school buildings to west of original school building; (f) Exclude large modern agricultural barn to north of Bury Farm; (g) Exclude an extensive area of countryside and land to the west, north west and south west of Great Hormead Bury; (h) Exclude land to east and north of Maidshot and the following properties; Maidshot, Craven House, Rosebank, Saffron House, Springfield, Yeznaby and building to rear of Yeznaby.
- 2.4 In relation to (g) above – namely *exclude an extensive area of countryside and land to the west, north west and south west of Great Hormead Bury* this issue has been reconsidered. Following representations and additional detailed site visits and discussions the exclusion of land to the west and south west of Great Hormead Bury is no longer proposed as it is considered to be parkland visually and physically associated with the historic house. This area is proposed to be reinstated in the conservation area. However land to the north west of

Great Hornead Bury is considered to be more associated with the open countryside and continues to be excluded.

- 2.5 The document identifies the key environmental features and the manner in which they can be controlled. In relation to Great Hornead the most relevant ones are: Listed Buildings including structures in their curtilages; non listed buildings of quality worthy of protection; other unlisted distinctive features worthy of protection and important open land and spaces.
- 2.6 *Listed buildings and structures in their curtilages:* These are protected by legislation and have been identified. There are approximately 40 in the conservation area. They include three which are listed Grade II*. These are the church, Great Hornead Dane and The Old Rectory. There are two buildings on the Council's Heritage at Risk Register which, without prejudice may be eligible for grant assistance. These are Cosy Cottage and Barn at Little Meadow.
- 2.7 *Non listed buildings of quality worthy of protection:* A small number have been so identified. Some non-listed residential buildings have good quality architectural features whose formal protection could be achieved through the introduction of an Article 4 Direction should Members decide to proceed with this option.
- 2.8 *Other distinctive features worthy of protection.* Included in this category are several walls, a War Memorial, a telephone kiosk and gravestones in the churchyard. There is also a memorial beyond the conservation area to a flight officer of the USAAF who was killed in WWII. These are important to the character and history of the village.

- 2.9 *Important open land and spaces.* The following particularly important open spaces have been identified: The historic churchyard and small field adjacent to and west of Coniston.
- 2.10 *Important Historic Park and Garden.* Hormead Hall proposed to be included in the conservation area is so identified.
- 2.11 Trees play a particularly important role in many locations, including village approaches. New planting in the parkland setting of Great Hormead Bury continues.
- 2.12 *Enhancement proposals to deal with detracting elements.* Several have been identified within or close to the conservation area. Removal of building rubble at Bury Farm would be most beneficial.
- 3.0 Implications/Consultations
- 3.1 Information on any corporate issues associated with this report can be found within **Essential Reference Paper 'A'**.
- 3.2 A summary of comments received through the consultation process and officer responses are set out in the table is included as **Essential Reference Paper 'B'**.
- 3.3 **Essential Reference Paper 'C'** is a copy of the Great Hormead Conservation Appraisal and Management Plan as it appeared at the consultation draft stage with any subsequent track changes to text and alterations to accompanying plans that incorporate any necessary changes. Further minor changes will be incorporated reflecting the status of the final document once

Members have considered it for adoption.

Background Papers

Written representations received through the consultation process available at:

<http://democracy.eastherts.gov.uk/mgIssueHistoryHome.aspx?Id=22905&optionId=0&j=24>

Contact Member: Councillor S Rutland-Barsby, Executive Member for Development Management and Council Support
suzanne.rutland-barsby@eastherts.gov.uk

Contact Officer: Kevin Steptoe – Head of Planning and Building Control, Extn: 1407.
kevin.steptoe@eastherts.gov.uk

Report Author: John Bosworth – Conservation Officer
john.bosworth@eastherts.gov.uk

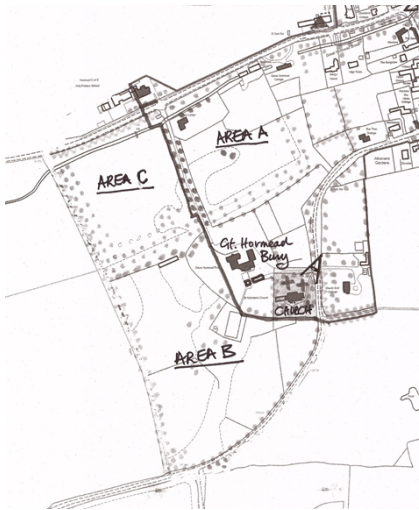

ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS:

Contribution to the Council's Corporate Priorities/ Objectives :	Priority 1 – Improve the health and wellbeing of our communities. Priority 2 – Enhance the quality of people's lives.
Consultation:	Undertaken with residents and local stakeholders and summarised in Essential Reference Paper B.
Legal:	Preparation of the Appraisal fulfils statutory requirements.
Financial:	<p>Costs associated with the preparation of the Appraisal are met from within existing staffing and operational budgets.</p> <p>The Appraisal suggests works and actions which could be undertaken to enhance the character and appearance of the conservation area which would generally be the responsibility of individual owners. Other actions such as the possible introduction of an Article 4 Direction might result in additional cost but notwithstanding approving a pilot study elsewhere the Council is not yet committed to undertaking such further action in Great Hormead. Such costs can be further assessed should such a decision be reached. Any grant assistance for historic buildings may be sought from existing resources.</p>
Human Resource:	No additional staffing implications.

Risk Management:	No significant risk issues.
Health and Wellbeing – issues and impacts:	The Appraisal seeks to protect and secure the character of the area.
Equality Impact Assessment required:	No.

Essential Reference Paper B

Issue	Representations made	Officer comment
General information		The location of some trees on the revised plans have been amended and added to from satellite information.
<p>Exclusion an extensive area of countryside and land to the west, north west and south west of Great Hornead Bury.</p> <p>Map below shows Areas A B and C described in 3rd column.</p>  <p>Area B - the pictures below show five views of the landscape associated with Great Hornead Bury. Top; mature landscape, second maturing landscape, 3rd -5th various formal landscape features associated with house or indirectly with church.</p> 	<p>Several representations including those of the PC and owner and others seek retention of this land within the conservation area (CA) principally on the basis of its landscape value being parkland or managed parkland and the fine trees it contains. Additionally farm track (assumed the one bordering western boundary) represents sensible boundary.</p> <p>The owner draws attention to the quality of the parkland landscape and setting and its trees. A Wellingtonia tree was planted in memory of a previous owner who was killed at the battle of Waterloo. The present owner draws attention to the <i>several kilometres of native hedge...and many hundreds of trees</i> he</p>	<p>Following careful consideration of public responses and detailed discussions with the owners and two detailed site visits the fieldworker accepts in part the representations which have been made.</p> <p>There are three distinct areas believed to be in the ownership of Great Hornead Bury (see map opposite).</p> <p>Area A. Land to the east of southern approach road to Great Hornead Bury. This area was not proposed to be removed from the CA in the draft appraisal. The approach avenue together with other historic properties represents an appropriate boundary.</p> <p>Area B. Land to the west and south west of Great Hornead Bury. This is considered to be parkland and a planned landscape closely associated with the house and visually to a lesser extent, with the church. The draft appraisal considered a new boundary close to the buildings (admittedly indistinct in part) represented a logical edge of the historic</p>



Picture below: Historic Wellingtonia tree planted in memory of Colonel Edward Stables, a previous owner, killed at the battle of Waterloo.

has planted. Attention is also drawn to the historical presence of an ice house (now collapsed). The owner considers the boundary as proposed to the immediate west of the house does not follow physical boundaries and is indistinct. The owner considers the original boundary further west represents *a very clear delineation between arable countryside and the parkland*.

environment but the criticism that this is arbitrary and does not follow any physical features is accepted.

It is also accepted that the parkland has close historic associations with Great Hormead Bury which is described in the listing as a *Manor house. C17 or earlier, N wing c.1812 for Edward Stables*. There is a plaque circa 1815 to the latter in the church and a commemorative mature Wellingtonia tree in the parkland (see picture opposite). The original icehouse marked on historic mapping from 1874-1894, whilst now collapsed, is a further reminder of the historic association between house and parkland area.

On reflection this area can properly be considered as historic parkland with numbers of mature trees likely to have been part of the original landscaping. It is a planned landscape with lawns closer to the house and rougher grassland further removed. There are informal and formal landscaping elements some of which are illustrated opposite. Retention within the CA will afford some protection to many trees presently and in the future, as those recently planted, mature.

As a designed landscape and being visually part of a wider historic area its inclusion in the CA can be



Pictures below: Area C - view over landscape considered more closely associated with open countryside notwithstanding recent formal planting from approach avenue at Great Hornead Bury. Lower picture strong tree boundary separating Area C from Area B



One representation raises the potential of its retention in the CA as being a safeguard against development. The representor however recognises this issue lies beyond the brief of this Appraisal.

considered in accordance with advice from Historic England (*Conservation area designation, Appraisal and Management. Advice Note 1 published 2016*).

Area C. Land to the north west of Great Hornead Bury (and west of Bury Lodge and the avenue of trees which provides access to Great Hornead Bury from the south). This area is not visually as directly linked with the main house and is demarked by a heavily treed boundary. The fieldworker holds his original view that this area is more appropriately associated with open countryside, notwithstanding recent copper beech planting (see picture opposite).


CA designation by itself is not a tool that prevents development.

Summary - Area B. It is considered the parkland to the west and south west of Great Hornead Bury be reinstated within the CA.

Summary - Area C. Conversely the original proposal to remove countryside to the north west of Great Hornead Bury from the CA remains appropriate.

Representation against proposal to exclude modern agricultural barn to the north of Bury Farm.	The representor considers the barn has no value in itself but may be considered for redevelopment in association with the development of historic barns nearby. Being in the CA would achieve a higher standard of redevelopment.	The agricultural barn is modern and of poor visual quality and detracts from the CA. Planning permission has been granted for comprehensive development covering the whole site including this barn. It is considered appropriate to remove this site from the CA.
Representations to include site of former windmills.	A representation notes that all which now remains is 'rubble'.	Newly inserted picture 1 in the Appraisal document shows the grandeur that was once the windmills site. Now sadly no longer existing. The site is overgrown and with vegetation and forms part of the open countryside. In the current circumstances it is considered there is no justification to extend the CA to include this site in the open agricultural landscape.
Representation to include Hall Lane up to the Hall Lane Farm Wlyd.	The representor considers the fields are important as they provide unspoilt views between Hall Lane Cottages and land beyond.	Part of Hall Lane and Hormead Hall is proposed to be included in the CA and this remains the case. Other grazing and grassland to which the representation relates is considered to be more associated with the open countryside and therefore inappropriate for inclusion.
Representation to include Memorial to Flight Officer Sonny Daniels of the United States Army Airforce killed in action in 1944.	The memorial is an important historical contribution to the village.	It is most certainly agreed this simple memorial is an important element of the village history in the 20 th century. However inclusion within the CA would not afford any additional formal

		<p>protection (being a structure of insufficient size). However the inscription on the simple memorial <i>The people of Great Hornead remember you</i> will surely suffice to retain and properly maintain this memorial to a young man who made the ultimate sacrifice.</p>
<p>Representation to include The Mill House, corner of Mill House and Anderson Lane.</p>	<p>The representation acknowledges this property is modern but notes there are two millstones from the nearby former windmills in its garden.</p>	<p>It is accepted that the millstones are interesting local artefacts but this is Insufficient reason to include a modern property within the CA.</p>
<p>Representation s made to include allotments on Horseshoe Hill.</p> <p>The pictures below show three views of the allotment gardens. Only a small part appears to be under cultivation in May 2018 (top picture shows one such area). Much of the remainder of the site is overgrown and not being actively used (see bottom two pictures).</p>  	<p>The Parish Council (PC) and others have made representations for existing allotments on Horseshoe Hill to be included in the CA. The reasons cited relate to their historic significance dating from the 19th century and to the fact <i>they play an integral part of the village community providing exercise, produce and community resilience</i> (sic). <i>They also are historically part of the village having been included in the historical map 1874 of the village (although they have moved slightly up the hill).</i> Another representation notes the allotments used by</p>	<p>The allotments at Great Hornead are privately owned and it is understood the owner has given tenants notice to leave.</p> <p>For information a planning application for private dwellings was refused in 2003 as being contrary to policy, loss without provision of similar alternative facilities and being prejudicial to highway safety.</p> <p>A site visit in mid May 2018 revealed that most of the area was not being tended apart from a few small areas under cultivation. At this time of the year land would normally have been prepared and much planting would have taken place. Much of the site in overgrown (see pictures opposite). As normal there are a number of small temporary and poorly constructed sheds etc.</p>

	<p>Great Hornead residents since the 1800's.</p> <p>Their open character is important to the setting of Box Tree Cottage on the other side of the road, allowing it to be properly viewed and appreciated.</p>	<p>In follow up information the Parish Clerk has advised that tenants have asked the Parish Council to apply for the allotments to be registered as an Asset of Community Value.</p> <p>Whilst a comparison could be made with allotments in another village which have been retained within that particular CA (virtue of historical association) this particular example may need to be reviewed in the future.</p> <p>Box Tree Cottage is a listed building set in grounds opposite the allotments site. It has a mature thick clipped hedge to front which encloses and partly obscures the building from view. However partial appreciation of its historic qualities can be viewed from the road to varying degrees particularly when approaching from the west.</p> <p>Conclusion: the very poor visual appearance of the allotments outweighs their limited historical importance and it is not considered appropriate to include them within the CA.</p>
<p>Support for Appraisal's proposal to include Hornead Hall.</p>	<p>One representation notes the farm house and its buildings and ponds make an attractive group.</p>	<p>Agreed. The area as proposed remains to be included in the CA.</p>
<p>Representation to designate</p>	<p>The Parish Council</p>	<p>Once the exercise of reviewing the</p>

new CA's at Part of Hare Street and Part of Little Hormead.	consider parts of these areas warrant CA designation and support their case with explanatory text and photographs.	existing CA's has been completed, officers will consider whether or not additional CA's should be designated. This exercise is likely to commence late 2018/early 2019 and these suggestions relating to Hare Street and Little Hormead will be considered at that time.
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GREAT HORMEAD CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

DRAFT FOR CONSULTATION 2018

Consultation period - 8th March 2018 - 19th April
2018



A significant characteristic of Great Hornead is the high number of thatched properties which represent about 50% of the listed buildings in the conservation area. Another important feature is the tree and hedgerow cover and its relationship with the historic built form. Nikolaus Pevsner, the noted architectural historian, refers to the main village street as being '*uncommonly charming*'.

East Herts District Council, Pegs Lane, Hertford, SG13 8EQ

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Plan 2 – Character Analysis Plan/key.		
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GREAT HORMEAD CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

DRAFT FOR CONSULTATION

2018

This document has been produced by officers of East Hertfordshire District Council to assess the current condition of the Great Hornead conservation area, to identify where improvements can be made and to advise of any boundary changes that are appropriate. The document is in draft form and will be subject to public consultation and agreement by District Council Members.

The content of Appraisals written from 2016 which include this paragraph may differ from predecessor documents. Selected revisions have been incorporated to reflect changes to legislation, the emerging District Plan, nomenclature, consolidation, and other improvements resulting from experience gained to date. This process is ongoing.

The document will be subject to public consultation a process that will be advertised separately. Any comments received (omitting personal details) will be available for public inspection.

It has not been possible to access some rear boundaries. In such cases interpretation of information provided has been taken from satellite information.

1. INTRODUCTION.

1.1. The historic environment cannot be replaced and is a resource that is both fragile and finite. Particularly in an age when society and its needs change with rapidity, the various historic and architectural elements of conservation areas can be perceived to interact in a complex manner and create a 'unique sense of place' that is appreciated by those lucky enough to reside in such special places and the many interested persons who appreciate and visit them.

1.2. East Hertfordshire District has a particularly rich and vibrant built heritage, featuring 42 Conservation Areas and approximately 4,000 fine listed buildings displaying a variety of styles representative of the best of architectural and historic designs from many centuries. Generally and very importantly the clear distinction between built form and open countryside has been maintained.

1.3. The District is situated in an economically buoyant region where an attractive environment, employment opportunities and excellent transport links, road rail and air, make it a popular destination to live and work. In addition to London a short commuting distance away, the District is influenced by other factors beyond its administrative area, such as Stansted Airport and the towns of Harlow, Stevenage, Royston and Cambridge. With such dynamics it is inevitable that the historic environment will be subject to pressures which emphasize the need to protect it.

1.4. The East Hertfordshire Local Plan Second Review, adopted in April 2007, recognises these facts and commits the Council to review its conservation areas and their boundaries. The production of this document is part of this process.

1.5. Conservation areas are environments which are considered worthy of protection as a result of a combination of factors such as the quality of design and setting of the buildings or their historic significance. In addition to the individual qualities of the buildings themselves, there are other factors such as the relationships of the buildings with each other, the quality of the spaces between them and the vistas and views that unite or disrupt them. The relationship with adjoining areas and landscape, the quality of trees, boundary treatments, advertisements, road signage, street furniture and hard surfaces, are also important features which can add to or detract from the conservation area.

1.6. This Appraisal recognises the importance of these factors and will consider them carefully. Once approved this document will be regarded as a 'material consideration' when determining planning applications. Where appropriate the documents put forward simple practical management proposals to improve the character of the conservation area and which are capable of being implemented as and when resources permit.

1.7. The recommendations concerning non-listed buildings and structures are normally formed by the field workers observations made from the public realm and seldom involve internal inspection or discussions with owners. Thus such recommendations contained in this Appraisal might be subject to reconsideration through the planning application process, where that is necessary, and which would involve the submission of additional information. Similar considerations apply to estimating dates of buildings and also to their legal status in relation to householder permitted development rights (i.e. either being considered as single dwellings or alternatively as flats).

1.8. This Conservation Appraisal will:

- Identify the special character of the conservation area.
- Identify elements that should be retained or enhanced;
- Identify detracting elements;
- Review the existing boundaries;
- Put forward practical enhancement proposals;

1.9. The document will be prepared in partnership with the Parish Council and the local community through the consultation process.

1.10. Great Hornead forms part of the Buntingford Community Area Neighbourhood Plan. This latter document notes *Development proposals should accord with updated Conservation Area Appraisals as and when they are completed by EHDC.*

1.11. Acknowledgement and thanks are recorded to Hertfordshire County Council who's Natural Historic and Built Environment Team has been particularly helpful.

1.12. This document is written in three parts: Part A - Legal and Policy Framework; Part B - Appraisal; Part C - Management Proposals.

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PART A - LEGAL AND POLICY FRAMEWORK

2. LEGAL AND POLICY FRAMEWORK.

2.1. The legal background for designating a conservation area is set out in Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. This states that the Council shall from time to time designate conservation areas, which are defined as being '*areas of special architectural or historic interest, the character or appearance of which it is desirable to conserve or enhance*'. The same section of the Act also requires that Councils undertake periodic reviews.

2.2. Section 71 of the Act requires Councils to '*formulate and publish proposals for the preservation and enhancement*' of conservation areas and hold a public meeting to consider them.

2.3. Within conservation areas there are additional planning controls and if these are to be supported it is important that the designated areas accord with the statutory definition and are not devalued by including land or buildings that lack special interest.

2.4. Planning permission is required for the demolition of a building in a conservation area but is subject to certain exceptions. For example, it does not apply to Listed Buildings which are protected by their own legislation but is relevant to other non listed buildings in the conservation area above a threshold size set out in legislation*. Looking for and assessing such buildings is therefore a priority of this Appraisal.

* The demolition of a building not exceeding 50 cubic metres is not development and can be demolished without planning permission. Demolition of other buildings below 115 cubic metres are regarded as 'Permitted Development' granted by the General Permitted Development Order, subject to conditions that may require the Council's 'prior approval' regarding methods of proposed demolition and restoration.

2.5. Certain ecclesiastical buildings (which are for the time being used for ecclesiastical purposes) are not subject to local authority administration provided an equivalent approved system of control is operated by the church authority. This is known as the 'ecclesiastical exemption'. Importantly in such circumstances, church authorities still need to obtain any other necessary planning permissions under the Town and Country Planning Act 1990.

2.6. The Town and Country Planning (General Permitted Development) (England), Order 2015 [further amendments] defines the range of minor developments for which planning permission is not required and this range is more restricted in conservation areas. For example, the Order currently requires that the addition of dormer windows to roof slopes, various types of cladding, satellite dishes fronting a highway and a reduced size of extensions, all require planning permission in a conservation area.

2.7. However, even within conservation areas there are other minor developments associated with many non-listed buildings that do not require planning permission. So as to provide further protection the law allows Councils to introduce additional controls if appropriate. Examples of such controls can commonly include some developments fronting a highway or open space, such as an external porch or the demolition of some gates, fences or walls or their alteration. The removal of existing important architectural features that are important to the character or appearance of a conservation area such as chimneys, traditional detailing or materials, distinctive porches, windows and doors or walls or railings can be subject to a more detailed assessment and if appropriate made subject to protection by a legal process known as an 'Article 4 Direction' which withdraws 'Permitted Development Rights'. The use of such Directions needs to be made in justified circumstances where a clear assessment of each conservation area has

been made. In conducting this Appraisal, consideration will be given as to whether or not such additional controls are appropriate.

2.8. Works to Trees. Another additional planning control relates to trees located within conservation areas. Setting aside various exceptions principally relating to size, any proposal to fell or carry out works to trees has to be 'notified' to the Council. The Council may then decide whether to make the tree/s subject to a Tree Preservation Order. This Appraisal diagrammatically identifies only the most significant trees or groups of trees that make an important contribution to the character of the conservation area, particularly when viewed from the public realm. Other trees not specifically identified may still be suitable for statutory protection. There is a Woodland Tree Preservation Order to the south of the main road in the western part of the conservation area.

2.9. Some hedges may be protected by the Hedgerow Regulations 1997. This legislation is extremely complicated and only applies in certain situations that are determined by the location and extent of the hedge, its age and or its historical importance, the wildlife it supports and its number of woody species. The Regulations do not apply to domestic garden hedges.

2.10. National Planning Policy Framework. The principle emphasis of the framework is to promote sustainable development. Economic, social and environmental roles should not be considered in isolation because they are mutually dependent and positive improvements in the quality of the built, natural and historic environment should be sought, including replacing poor design with better design. Whilst architectural styles should not be imposed it is considered proper to reinforce local distinctiveness.

2.11. Of particular relevance to this document, the National Planning Policy Framework advises as follows:

- There should be a positive strategy in the Local Plan for the conservation of the historic environment and up-to-date evidence used to assess the significance of heritage assets and the contribution they make.
- Conservation areas. Such areas must justify such a status virtue of being of '*special architectural or historic interest*'.
- Heritage assets. A Heritage asset is defined 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 (sic) includes designated heritage assets and assets identified by the local planning authority (including local listings)*'.

- Considerable weight should be given to conserving such heritage assets and the more important they are the greater the weight. For example the effect of an application affecting a non- designated heritage asset should be taken into account and a balanced judgment reached. Substantial harm to or loss of a grade II Listed Building should be exceptional whilst harm to heritage assets of higher status, e.g. a grade I or II* Listed Building should be wholly exceptional.
- Local Planning Authorities should look for opportunities for new development within conservation areas to enhance or better reveal their significance and proposals that preserve such elements should be approved.
- The use of Article 4 Directions to remove national permitted development rights should be limited to situations *‘where this is necessary to protect local amenity or the well being of the area...’*
- Green Areas. Such areas of particular importance can properly be identified for special protection as Local Green Spaces in selected situations.

2.12. East Hertfordshire’s environmental initiatives and Local Plan Policies. East Hertfordshire is committed to protecting conservation areas and implementing policies which preserve and enhance them; to support their preservation through the publication of design and technical advice and to be pro-active by offering grants and administering an Historic Buildings Grant Service. With regard to the latter grants are awarded on a first come first served basis in relation to works which result in the maintenance of listed buildings and other unlisted buildings of architectural or historic interest. The maximum grant will not normally exceed £2,000.

2.13. In respect of the above the Council has produced a number of leaflets and guidance notes that are available on line and on request. These guidance notes on the preservation and repair of historic materials and buildings' provide useful information relevant to the preservation and enhancement of conservation areas. They will be updated as resources permit.

2.14. The Council also has a ‘Heritage at Risk Register’, originally produced in 2006, updated in 2012/13 and again updated in 2016/2017. This document is available on the Council's website. Within the conservation area there are two such properties have been identified namely: Cosy Cottage and a Bb barn at Little Meadow. Elsewhere in the Parish the Brewhouse at Hare Street House is also identified. Grant assistance not exceeding £10,000 may be available for necessary works that lead to such buildings’ long term security.

2.15. The East Herts. Local Plan was adopted by the Council in 2007. The 'saved' policies set out in the plan remain in force and are relevant in relation to conservation area and historic building considerations. The Local Plan and its policies can be viewed on the Councils website or a copy can be obtained from the Council (contact details are set out in section 7).

2.16. In accordance with the requirements of the Planning and Compulsory Purchase Act 2004, the Council is in the process of preparing a planning policy document which will replace the 2007 Local Plan. This will be known as the East Herts District Plan (DP). Once adopted the DP will contain the relevant Council planning policies. As currently drafted this emerging District Plan advises that development in conservation areas should, inter alia, conform with the content of the Appraisals.

2.17. Great Hornead conservation area was designated in 1981.

PART B - APPRAISAL

3. ORIGINS AND HISTORICAL DEVELOPMENT

3.1. There are about 20 records within or close to the existing conservation area held by the County Historic Environment Records. Many of these relate to Listed Buildings, some descriptions being included later in this document. Some other interesting entries relate to Great Hornead Hall and the remains of two mills. The latter are believed to have ceased working in the 1920's and collapsed the 1940's.

3.2. Prehistoric. Unknown to fieldworker other than to note the presence of a Bowl Barrow to the south west of Little Hornead beyond the conservation area. Bowl Barrows are funerary monuments dating from the Late Neolithic period to the Late Bronze Age, with most examples belonging to the period 2400-1500 BC.

3.3. Roman settlement. Possible - fragments of six Roman potsherds were found in the early 20th century, location unknown.

3.4. The Domesday Book was a census commissioned by William I in 1086. In relation to Great Hornead it notes that *The same Godwine holds Great Hornead of Edgar. It is assessed at six hides and 3 virgates. There is land for 10 ploughs. In demense are 4 (ploughs) and there can be a fifth. There 6 villans with 5 bordars have 5 ploughs. There are 2 cottars and 6 slaves...woodland for 24 pigs.... In all it is worth £8 when received £6.*

3.5. Interpretation: A 'Hide' was a standard unit of land measurement interpreted to be about 120 acres. A virgate was a measurement of land possibly of about 30 acres. A 'villan' was a peasant legally tied to land he worked on and of higher economic status than a 'bordar'. A cottar is a tenant occupying a cottage in return for services. 'Demesne' essentially means land belonging to the lord of the manor.

3.6. Anglo Saxon. Unknown to fieldworker.

3.7. Medieval settlement. An abbreviated description from the County Historic Environment Records for Great Hornead reads as follows. ...
The manor appears in the Domesday Book as 'Horemede'. The present parish of Hornead represents two historic parishes, Great and Little Hornead. The small village of Great Hornead lies east of the river Quin, along the valley of a tributary named the Great Hornead Brook (and the Black Ditch at its upper end to the east). Unusually for Hertfordshire villages, this one has farmsteads in the village itself. The manor house (Great Horneadbury and the parish church are set apart along Horseshoe Lane SW of the main street; the church lies within the park of the house. On the opposite side at the end of Hall Lane is Hornead Hall which has a medieval moat.

3.8. The 19th century. A picture of the settlement as it can be recognised in part today is set out in Kelly's Directory of 1874 which refers as follows: Great Hornead is a parish and village...8 miles from Buntingford station...The church of St. Nicolas...was restored in 1874...Here are a National School and a small chapel for Independants. The charities amount to £23 a year, distributed in money. Here are two manors...The soil is mixed; subsoil, principally clay. The chief crops are wheat, barley and beans... and in 1871 the population was 631.

3.9. Commercial activities in addition to farmers listed in Kelly's at this time included shoe maker, Three Horseshoes PH, blacksmith, Three Tuns PH, shopkeepers (3) and carpenter. Other commercial activities existed nearby in Hare Street.

3.10. Mapping from 1874 -1894 (Plan 1) identifies the location of some of the activities listed above. It shows both of the public houses and Congregational Chapel. Allotments are identified to the west of Horseshoe Hill. A school (Boys and Girls) is shown on the present Primary School site. Great Hornead windmills are identified to the west of Anderson's Lane.



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Picture 1. What a stunning sight what a loss. The Mills at Great Horstead- regrettably nothing now remains. Image courtesy of the Mills Archive Trust.

3.11. Mapping from the 1920's shows a very extensive area of planting to the west of Great Horstead Hall which is interpreted as being orchards extending to over 80 acres. Is there any local knowledge of this aspect which the fieldworker is uncertain about?

3.12. The publication, Place Names of Hertfordshire, Cambridge University Press 1970 advises several names, a selection of which are included thus: Langeport (long town) 1086, Herestrete (1472), Harestrete Bridge (1613).

3.13. Plan 1 shows the existing Conservation Area plotted on historic map dating from 1874-1894.

4. ENVIRONMENTAL DESIGNATIONS AND CRITERIA USED TO IDENTIFY OTHER IMPORTANT ENVIRONMENTAL FEATURES

4.1. Scheduled Ancient Monuments. A National designation.

4.2. Areas of Archaeological Significance. Designated locally by EHDC on advice from HCC. The areas identified by this Appraisal are areas as shown on the Council's most up to date mapping and may sometimes differ from that shown on the adopted Local Plan. The identification and

refinement of such areas is an ongoing process. Much of the conservation area is so designated.

4.3. Listed buildings. A National designation. Individually listed buildings have been identified, plotted and a selection is briefly described, such abbreviated descriptions being based on the national list, occasionally with additional comments *in italics* by the fieldworker. Full descriptions can be obtained on line at Historic England's website List.HistoricEngland.org.uk Listed buildings are protected from unauthorised demolition, alteration or extension. Structures, including railings and walls, within the curtilage of listed buildings, if they are pre-1948, are subject to the same controls as listed buildings.

4.4. The issue of deciding whether or not a building is 'curtilage listed' can sometimes be problematic and there is no exact legal definition of a building's curtilage. The main tests relate to the physical layout of the land surrounding the main building/s at the date of listing, the physical layout and functional relationship of structures to each other; ownership, past and present and use or function, past and present. Structures need to be ancillary or subordinate to the main Listed Building and form part of the land and not be historically independent. Protection is granted to such objects or structures within the curtilage of a Listed Building if they were built prior to July 1, 1948. In determining the extent of a Listed Building and its curtilage, a key assessment will be to examine the situation at the time of listing.

4.5. Non listed buildings of quality and worthy of protection. Several other non-listed buildings and structures that make an important architectural or historic contribution to the conservation area are identified by this Appraisal. The basic questions asked in assessing such buildings/structures are:

- (a) Is the non listed building/structure of sufficient architectural or historic interest whose general external form and appearance remains largely unaltered?
- (b) Does the building contain a sufficient level of external original features and materials?
- (c) Has the building retained its original scale without large inappropriate modern extensions that destroy the visual appearance particularly in respect of the front elevation?
- (d) Is the building visually important in the street scene?
- (e) Determining which properties to include or which to exclude is occasionally a matter of difficult judgement.

4.6. Important trees and hedgerows are identified by this Appraisal. Their positions are shown very diagrammatically indeed and access to some rear areas has not been obtained (a selection of some have been plotted from interpretation of satellite information – however many young specimens in the Great Hornead Bury parkland, for example, have not been plotted). The basic criteria for identifying important trees and hedgerows are:-

- (a) They are in good condition.
- (b) They are visible at least in part from public view points.
- (c) They make a significant contribution to the street scene or other publicly accessible areas.

4.7. Open spaces or gaps of quality that contribute to the visual importance of the conservation area where development would be inappropriate are identified by this Appraisal. The basic question asked in identifying such areas is does the open space or gap form an important landscape feature contributing to the general spatial quality and visual importance of the conservation area? Private open spaces forming an important setting for an historic asset and unkempt spaces that have the potential to be enhanced are candidates for selection subject to complying with the principle question.

4.8. Other distinctive features that make an important visual or historic contribution are identified by this Appraisal. In relation to walls and railings those at and above prescribed heights in a conservation area 1m abutting a highway (including a public footpath or bridleway, waterway or open space) or 2m elsewhere, are protected and require permission for their demolition.

4.9. Reference has previously been made to the potential of introducing Article 4 Directions in justified circumstances. The Appraisals undertaken to date have identified elsewhere in the District that many historic architectural features of quality remain unaltered on some non listed buildings but, on the other hand, the exercise of Permitted Development rights has eroded other parts of some conservation areas. Should Members decide to proceed with such an initiative, such important historic detailing including features as identified below could justifiably be retained and inappropriate alterations to them controlled. (Update: Members agreed the general principle of introducing and testing the impact of an Article 4 Direction in 2016 elsewhere).

- Chimneys, in good condition, contemporary with the age of the property, prominent in the street scene and generally complete with chimney pots.
- Selected windows, on front or side elevations, fronting and visible from the street/s, generally contemporary with the age of the property or of a sympathetic historic design and where the majority of windows of respective elevations retain their original characteristics and have not been replaced by disruptive modern glazing units.
- Other features might include good quality architectural materials and detailing constructed of wood, metal or other materials.
- Walls or railings which make a positive architectural or historic contribution to the visual appearance of the conservation area.
- It may also be appropriate to introduce Article 4 Directions to retain quality buildings below the prescribed Permitted Development threshold.

4.10. Features that are out of character with the conservation area and detract or are in poor repair are identified.

4.11. Important views are identified.

4.12. Conservation area boundaries. In suggesting any revisions to the conservation area boundaries, principal consideration is given as to whether or not the land or buildings in question form part of an area of special architectural or historic interest whose character or appearance should be conserved. The conservation area can include open land that has historical associations with the built form. This may particularly be the case if such open land is environmentally important and visually forms part of the conservation area's setting and is distinct from open farmland.

4.13. Wildlife sites. Those shown are identified on the emerging District Plan (which may differ from those on the Adopted Plan due to updates). There are none at Great Hornead.

4.14. Historic Park and Garden. There is one referred to below.

CHARACTER ANALYSIS

5.1. General Landscape setting. The Council's Landscape Character Assessment produced in 2007 (which is Supplementary Planning Guidance) identifies the distinct landscapes of the District in terms of their wider settings. The conservation area is located within Area 145

The Quin Valley described as a shallow valley around the River Quin...a bland landscape... Great Hornead lies within a steep-sided tributary valley. Hare Street and Great Hornead are referred to as having once been prosperous settlements and it is worth noting that Hare Street House (in nearby Hare Street was the country residence of Catholic Bishops of Westminster).

5.2. General overview. Positive attributes. The conservation area contains many listed buildings of high quality and many of these have thatched roofs; in fact about 50% of them. Tree and hedgerow cover and their relationship with the historic built form is also a very positive environmental feature. Nikolaus Pevsner, the noted architectural historian, refers to the village as being 'uncommonly charming'. The site of Hornead Hall, a moated site, proposed to be included in the conservation area, is of historic, architectural and archaeological importance containing four listed buildings and is noted by the Council as being a park/garden of local importance.

5.3. Negative attributes. There are several untidy sites within and on the fringes of the conservation area together with some modern buildings of very limited historic or architectural importance.

5.4. Individually Listed Buildings. There are approximately 40 listed buildings/groups within the existing conservation area. Of this total, about 50% date from the 17th century, 24% from the 16th century and 21% from the 18th century. The 13th and 19th centuries are also represented.

5.5. There are a further 4 listed buildings within the extension to the conservation area at Hornead Hall dating from the 16/17th centuries.

5.6. All the above buildings are grade II except the Church of St Nicolas, Great Hornead Dane and The Old Rectory which are grade II*.

5.7. Individually Listed Buildings. A selection of Listed Buildings with abbreviated descriptions based on the National list is provided below. Any comments by the fieldworker are in *italics*.

5.8. Great Hornead Dane - Grade II*. Late 16th century, rear wing late 17th century, attics early 19th century. Timber frame with exposed close-studding, lower part of rear wing of plastered brick, half-hipped steep thatched roof. Jettied south front has casement windows. Beam embedded in north side of hall chimney suggests an earlier timber framed chimney. Unusual structural feature of thickened principal posts in jettied south wall to take beams and plate of lower wall.

5.9. The Old Rectory - Grade II*. *Former Rectory, now a house.* East part circa 1500, west part early 17th century. Timber frame on brick sill, plastered front but exposed close-studding at west end with weather boarded gable top. Steep old tiled-roof. 4 tall grouped octagonal shafts to main chimney. 2 matching shafts on east chimney. The east bay circa 1500 is the crosswing of a former open hall rebuilt in the early 17th century re-using soot-blackened rafters.



Picture 42. Fine chimney detailing, The Old Rectory.

5.10. Church of St. Nicholas - Grade II*. Parish church. Nave 13th century or earlier, later 14th century west tower. 15th century top to tower and nave clerestory. Restored 1872- 4 by A.W. Blomfield. Flint rubble with stone dressings. Roofs part metal, part old red tile. A village church with square ended chancel, clerestoried nave of 3 bays and aisles all with parapets, south porch and organ chamber and an embattled west tower with pyramidal tile roof and diagonal buttresses. Chancel has encaustic and glazed tile pavement at altar, carved reredos recessed below east window. 3-bay open timber roof, arched braced principals and wind braces. Aumbry (*cabinet for storing sacred items*) in south wall next altar. Small cartouche painted with 3 hop plants set over door to organ chamber. Wall monument in white and grey marble circa 1815 by Kendrick of a Grecian sarcophagus with word Waterloo in an oval wreath to Lt- Col Stables, *formerly of Great Hormead Bury*. Grotesque head corbels support the aisle roofs. Font late 12th century. Church room of traditional materials added in 2008 at west end with contemporary link to west tower.

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Picture 23. Church of St Nicolas, dating from the 13th century.

5.11. The Cottage (now Hormead Cottage) - Grade II. 17th or early 18th century, remodelled as cottage ornée late 18th or early 19th century. Timber frame plastered with steep thatched roof. 1½-storeys. Gothic casement windows in triplets with shafts between, arched heads, segmental super-arches and louvred external shutters. Fine interior with octagonal entrance hall.



Picture 34. Hormead Cottage severely damaged by fire (December 2016). Discussions are taking place regarding its restoration.

5.12. Westons - Grade II. Early 16th century former hall house, altered 17th century and 1980's. Timber frame plastered with steep old red tile roof. A Hall House can simply be described as a timber framed building originally with single open room open to the rafters with cooking undertaken on an open fire.

5.13. Bury Lodge - Grade II. 18th or early 19th century. Timber frame roughcast with steep thatch roofs. 2 storeys house facing west with roof stepping down to north. Casement windows with small panes and pointed heads. Served as lodge to Great Horstead Bury. Picturesque.

5.14. Hall House - Grade II. 16th century, gabled front wing 18/19th century. Timber frame on red brick base, plastered with panelled pargetting and dark weatherboard apron at rear. Steep old red tile roofs with bellcast eaves. House of Wheeler family circa 1545.

5.15. Barn at Little Meadow - Grade II. 17th century. Timber frame on tarred offset brick plinth, roughcast with dark weatherboarded apron and steep half-hipped roof now of corrugated iron but formerly thatched. A tall 5-bays barn facing west with its south gable an important feature in the street, and a central bay rear outshot opposite the central double doors. Jowled posts, long curved braces to tie-beams, clasped-purlin roof with thin rafters for thatch. Mid-height rail staggered with straight tension braces above and below. Face-halved bladed scarf joint in wall plates. *This building is on the Council's Heritage at Risk Register and is potentially eligible for grant assistance.*



Picture 45. Grade II barn at Little Meadow, the corrugated roof was originally thatch. A thatch replacement roof would represent a significant gain. Potential grant assistance may be available. The building is on the Council's Heritage at Risk Register.

5.16. Dane House - Grade II. 17th century, inserted floor and chimney 18th century, altered in 1930's, north wing and new

entrance circa.1963. Timber frame plastered with weatherboarded apron and long half-hipped steep thatched roof, plastered and thatched north wing. A 1 1/2-storeys lobby entry plan house facing south. 4 windows and 2 dormers at eaves. Flush 2-light casement windows. Semi-circular thatch porch.

5.17. Cosy Cottage - Grade II. House. 17th or earlier, raised to 2 storeys in early 19th century. Timber frame on brick sill, plastered. Roof of asbestos slates. 2-storeys, 2-cells plan house on street front facing west. Entrance into south part between 2 windows. External gable chimney to south part. Ground floor front windows tall margin-light sashes with smaller sash windows close under eaves to 1st floor. Panelled margin-light front door with weatherhood on brackets. *This building is on the Council's Heritage at Risk Register and is potentially eligible for grant assistance.*



| Picture 56. Cosy Cottage - the building is on the Council's Heritage at Risk Register and as such potential grant assistance may be available.

5.18. Scheduled *Ancient Monuments*. There are none.

5.19. Areas of Archaeological Significance. Much of the conservation area is so designated including the area around the church and Great Hormead Bury; the main part of the village street to the east of Horseshoe Hill; Bury Farm area and land at Hormead Hall.

5.20. Important buildings within the curtilages of Listed Building. The issue of deciding whether or not a building is 'curtilage listed' can sometimes be problematic and there is no exact legal definition of a building's curtilage.

5.21. Two buildings within curtilage of Great Hornead Bury and to the north west of the church. No site inspection. Appear on late 19th century mapping so of that date or earlier. Appear to be in good condition and of timber construction with tiled roofs.

5.22. Two barns within the curtilage of Bury Farm. These have previously been so assigned as curtilage listed and their conversion to residential use has been approved.

5.23. The larger building is particularly interesting in that it was designed as a multi agricultural function building in which included the following activities: Root House (area where crops for animal feed were processed), Granary, Straw, Chaise House (carriage storage), Stables, Horse yard, Bullock Yard, Cow Yard, Corn House, Piggeries; others; (source - statement accompanying application).



Picture 67. Interesting range of mid/late 19th century barns now to be residential conversion.

5.24. The smaller barn is single storey of brick and weather boarded construction with asbestos roof. Dates from late 19th and early 20th centuries.

5.25. Complex dating from late 19th century to south west of Hornead Hall. Unable to properly ascertain details as site visit not undertaken (despite requests). Appears on late 19th century mapping and as viewed from public footpath is single storey of brick construction and slate roof.

5.26. Other non listed buildings that make an important architectural or historic contribution. This Appraisal identifies several other buildings of high quality that are not listed but that should be retained. These generally date from the late 19th/ early 20th century and are an important element in the high environmental quality of the conservation

area and make a very positive contribution to its built form and historical evolution. Any important architectural features they possess and worthy of retention are identified.

5.27. Original school building (eastern historic part only). This Church of England Primary School is of brick construction with tiled roof and chimney. Canopy over front entrance with original wooden detailing. Modern windows.

5.28. Lombards Piece. To west and immediately adjacent to 'The Old Rectory'. A tall rendered property with tiled roof and chimneys of simple design with good quality window detailing. An Article 4 Direction to provide protection for selected features may be appropriate subject to further consideration and notification.

5.29. Swords Close. A simple rendered property of 19th century date with slate roof and distinctive ridge tiles and central chimney (appears rebuilt). Modern windows but of common design. An Article 4 Direction to provide protection for selected features may be appropriate subject to further consideration and notification.



Picture 78. Swords Close a simple building of 19th century date that adds to the historic and architectural diversity of the street scene.

5.30. North attached building to Cosy Cottage (Cosy Cottage south end is listed). The unlisted northern attached building is 19th century in appearance, two storey in height and rendered with slate roof. A four range vertically sliding sash windows to both floors. An Article 4 Direction to provide protection for selected features may be appropriate subject to further consideration and notification.



Picture **89**. Northern extension to Cosy Cottage makes a valuable visual and historic contribution to the street scene in this location.

5.31. Holly House. Two storey yellow brick construction with slate pyramidal roof with brick chimney stack. Early vertical sliding sash windows with some later windows and slate canopy to front. Original building dates from late 19th century. Mapping from 1897 indicates it was a Post Office at that time. An Article 4 Direction to provide protection for selected features may be appropriate subject to further consideration and notification.



Picture **910**. Holly House a typical building of its type dating from the 19th century interpreted as having canopy to front added at a later date.

5.32. Frontage to The Chapel. The frontage of this building and its decorative wooden detailing makes a significant and positive impact in relation to the street scene. Of brick and render with decorative wooden and strong barge board detailing. The building appears as a Congregation Chapel on late 19th and earlier 20th century mapping. According to 'Hertfordshire Churches in Photographs' the building is of late 19th century date and replaced an earlier chapel on the site; its use as a chapel ceased in 1965. An Article 4 Direction to provide

protection for selected features may be appropriate subject to further consideration and notification.



Picture 101. Frontage to The Chapel which dates from the late 19th century. Its decorative detailing is striking in the street scene.

5.33. Other distinctive features that make an important architectural or historic contribution. Walls and railings so identified are protected to varying degrees virtue of exceeding specified height relevant to the conservation area legislation or by being within the curtilage of a Listed Building unless otherwise noted.

5.34. Wall to front of historic part of school - of red brick construction consistent with 19th century date but with later header course. Approximately 1m in height.

5.35. Wall to front of Little Meadow. Of red brick construction with rounded coping stones. About 1.5m in height and probably dating from late 19/early20th century. Prominent in the street scene and worthy of retention.



Picture 142. Wall to front of Little Meadow - a distinctive and attractive feature in the street scene.

5.36. Wall north-west corner of Horseshoe Hill. Of flint construction with rounded brick capping. Approx 1.5 m in height.



Picture 123. Wall north-west corner of Horseshoe Hill; prominent feature in the street scene.

5.37. War Memorial, Horseshoe Hill. Constructed of roughly hewn stone with simple Celtic style cross commemorating the fallen combatants of both world wars. Approached by steps and surrounded by hedge in curved configuration.



Picture 134. Simple War Memorial honouring those local persons who made the ultimate sacrifice in both world wars. It is most important such memorials are well tended and cared for, as indeed this one is.

5.38. K6 Telephone Kiosk. Many of these iconic kiosks are listed but this one is not. With usage declining by over 90% in the last decade, the company is reviewing and considering removing payphones which are no longer used. It is hoped that this telephone box can remain and, as in other nearby locations, put to good use. Elsewhere the fieldworker has seen such kiosks perform other community functions such as containing books or seasonal floral tributes or as housing a community defibrillator.

5.39. *Important Open Spaces.* The spaces identified below are most important and should be preserved.

5.40. The churchyard. The churchyard is well maintained and contains a number of mature trees traditionally planted in such locations. There are large numbers of gravestones some dating from the 18th century. Modern stones are simple and tastefully designed. There are a couple of

wooden grave markers in need of simple repairs and some unusual 'long' metal markers that the fieldworker has not previously come across.



Pictures 145-167. Top - general view of graveyard; middle - interesting wooden marker; lower - curious metal markers that may have been provided as family markers at a single time? Is there any local knowledge concerning these?

5.41. Small field adjacent to and west of Coniston. A visually important gap in the conservation area that should be retained. Bounded to north by stream with steep sided banks and by hedgerows and trees.



Picture 178. Important open space adjacent to Coniston that should be retained.

5.42. **Important Historic Parks and Gardens.** Hornead Hall, Hall Lane, is sparingly described in the Council's Historic Parks and Gardens guidance as being locally important and *Medieval with part of moat, now lake.*

5.43. **Wildlife sites.** There are none.

5.44. **Particularly important trees and hedgerows.** Those trees and hedgerows that are most important are shown on the accompanying plans. (Some are plotted very diagrammatically as access to land was not obtained. Some have been plotted from interpretation of satellite information). **Ass** illustrated on the cover of this Appraisal document trees are an important visual component of the conservation area.

5.45. Village approaches. The village approach at the eastern end of the conservation area (Conduit Lane) is visually important and consists of hedges/trees to both sides of the approach road. Consequently this approach has been retained within the conservation area.

5.46. There is a fine avenue of native trees leading from Great Hornead Bury down to main road. An avenue of trees, in part at least, existed in the late 19th century as one is shown on mapping from that date.



Picture 189. The village approach at Conduit Lane is an important visual element of the conservation area and should remain within it.



Picture 190. Looking along fine avenue of trees leading down from Great Horstead Bury. An avenue in part is shown on late 19th century mapping.

5.47. Significant planting has occurred in and around Great Horstead Bury. Of interest is an extensive avenue of Copper Beech (?) to the north and North West of Great Horstead Bury. In due course this planting will become a strong landscape feature.



Picture 291. Avenue planting of young trees to the north of Great Hornead Bury that will become a strong landscape feature in the future.

5.48. Water features. An area known as Black Ditch adjacent to a public footpath to the south of Dane House and north of Coniston is visually important and consists of a small brook and vegetation including some substantial trees and steep banks. Also ponds (interpreted from mapping) associated with Hornead Hall.



Picture 242. Black Ditch- an attractive small brook with trees and steep banks adjacent to public footpath.

5.49. Important views. A selection as shown on accompanying plans.

5.50. Elements out of character with the Conservation Area. Public footpath sign near Black Ditch needs re-erecting in vertical configuration. A very minor improvement but nevertheless worth while.



Picture 223. Public footpath sign needs re-erecting.

5.51. Beyond but immediately adjacent to the conservation area poor quality building and brick rubble at Bury Farm detracts from the qualities of the conservation area. Discussions with the owner are recommended to explore the potential of securing improvements.



Picture 234. Brick rubble adjacent to the conservation area detracts. Hopefully discussions with the owner may secure improvements.

5.52. Confusion of signs corner of Horseshoe Hill.



Picture 245. There must be an opportunity to secure some improvements here.

5.53. Utility poles. There are a number throughout the conservation area and some are more intrusive than others. The Parish Council may wish to discuss the issue with the appropriate utility company with a view to seeking their long term co-operation in reducing the visual impact of a selection of some of this overhead infrastructure.



Picture 256. Within the conservation area there are a number of utility poles that detract from the quality of the environment to varying degrees. The Parish Council may wish to discuss the matter further with the appropriate company to see if there any opportunities to achieve selective improvements.

5.54. Opportunities to secure improvements. Re-erect public footpath sign to vertical profile. Explore potential of improvements at Bury Farm, particularly removal of rubble. Explore potential of reducing confusion of signs at the corner of Horseshoe Hill. Explore potential of achieving selected improvements to utility poles.

5.55. Suggested boundary changes. It is proposed to:

(a) Include an area around Hornead Hall and along its approach road, Hall Lane to also include Hawthorn House, a mid 20th century thatched property. Hornead Hall is a moated site containing a 16th century manor house, a 17th century dovecote and 2 No.17/18th century barns. These are all listed and together with the water features are of considerable visual and historic value. The site is treed which adds to its overall environmental qualities and is also identified as a locally important historic garden. There is also a late 19th century single storey non listed block of brick and slate construction that would appear to be worthy of retention.

The fieldworker sought an appointment to undertake survey work but this did not take place so the analysis has been undertaken from records and satellite interpretation and from limited observation from footpath 27 and from fleeting visits to the site trying to arrange a site visit. Notwithstanding this the fieldworker considers sufficient information has become available to make this proposal.

(b) Exclude The Firs, a large modern gated property in extensive grounds. This property is on the edge of the conservation area and is not of historic or architectural importance. However the hedge/tree frontage to Conduit Lane is retained as part of the village approach.

(c) Exclude Gelders, north side of Conduit Lane. Gelders is a 20th century property and is not of historic or architectural importance. The site also contains some derelict or under used buildings.



Picture 267-278. Gelders and adjacent land/buildings, now excluded from conservation area.

(d) Exclude land to ~~n~~**N**orth ~~Ww~~**W**est of Gelders beyond Black Ditch as this forms part of the open countryside.



Picture 289. Land to ~~N~~**N**orth ~~Ww~~**W**est of Gelders beyond Black Ditch now excluded from the conservation area as it clearly forms part of the open countryside.

(e) Exclude range of school buildings to west of original school building as these have limited historic or architectural value.



Picture 29-30 Modern school buildings with limited historic or architectural merit.

(f) Exclude large modern agricultural barn to north of Bury Farm. ~~(T~~**I**~~the~~ remainder of this site as part of the redevelopment to residential purposes of historic barns remain within the conservation area).

(g) Exclude an ~~extensive~~ area of countryside ~~and land~~ to the ~~west~~, north west ~~and south west~~ of Great Hornead Bury. ~~It is considered that Great Hornead Bury together with the church and Church End Cottage and the avenue of trees lading down to the main road and Bury Lodge represents the most logical edge of the historic environment and is appropriate as the new boundary to the conservation area. (Following consultation parkland to the west and south west of Great Hornead~~

Bury , previously proposed for exclusion, remains within the conservation area).



Picture 301. Looking over what is essentially open countryside (notwithstanding recent avenue planting) from approach avenue at Great Horstead Bury. This approach avenue of visual and historic importance remains within the conservation area and forms a clear physical visual demarcation with the countryside beyond.

(h) Exclude land to east and north of Maidshot and the following properties; Maidshot, Craven House, Rosebank, Saffron House, Springfield, Yeznaby and building (in residential use?) to rear of Yeznaby.





Pictures 324-334. Craven House, Saffron House and Yeznaby. Excluded from the conservation area as they are on the edge of the conservation area and are part of a group that are principally modern and which have insufficient architectural qualities and lack historic interest.

5.56. Other Actions. There are discrepancies between EHDC and Historic England records needing resolution.

6. OVERALL SUMMARY.

6.1. Great Hornead's conservation area is of high quality and considered worthy of its status as a conservation area subject to boundary adjustments. It is considered to be '*special architectural or historic interest, the character or appearance of which it is desirable to conserve or enhance*'. As noted on the cover to this appraisal document Nikolaus Pevsner refers to the main village street as being '*uncommonly charming*'.

6.2. In relation to the requirement relating to conserving its character there are many listed buildings of high quality principally concentrated in the historic core where great care needs to be exercised in relation to new development proposals. Two such listed buildings are included on the Council's 'Heritage at Risk Register' for which grant assistance is potentially eligible. Their improvement would represent a significant gain.

6.3. This Appraisal has also identified several late 19th/early 20th century non listed buildings that add to Great Hornead's heritage and which are

worthy of protection from demolition and whose retention through the planning process is essential.

6.4. Many of the above non listed buildings still have early and original architectural detailing and features worthy of protection and preservation. However the exercise of Householder Permitted Development Rights can erode such qualities by, for example, the insertion of inappropriate modern windows, doors, erection of porches and changes of roofing materials. Additional controls can be introduced to counter this potential.

6.5. Such controls are known as Article 4 Directions, commonly used elsewhere, which could be applied selectively and sparingly and could, inter alia, protect windows, chimneys and other selected architectural detailing and materials following notification of owners and further consideration.

6.6. There are also other features of importance that should be retained. These include several walls and selected architectural features such as the War Memorial and the K6 telephone kiosk. It is hoped the latter can be retained and put to community use.

6.7. Throughout the conservation area trees and hedgerows play a most important role in visually enhancing the conservation area.

6.8. In relation to the requirement to enhance, some improvements have been identified which are set out in summary tabular form in the Management section below. The suggested improvements, both large and small, will principally be implemented by the goodwill and with the co-operation of individual owners.

6.9. Several significant alterations to the conservation area boundary are proposed and these are identified below.

PART C - MANAGEMENT PROPOSALS.

7. MANAGEMENT PROPOSALS.

7.1. *Revised Conservation Area Boundary.* The revised boundary is shown on accompanying Management Plan to which the reader is referred and includes the following amendment/s.

(a) Include Hornead Hall and surrounds and also Hawthorn House.

(b) Exclude The Firs off Conduit Lane (except road frontage).

- (c) Exclude Gelders and adjacent land, Conduit Lane.
- (d) Exclude land to nNorth ~~W~~west of Gelders beyond Black Ditch.
- (e) Exclude range of school buildings to west of original school building.
- (f) Exclude large modern agricultural barn to north of Bury Farm.
- (g) ~~Exclude an extensive area of countryside and land to the west, North West and south west of Great Hornead Bury. Exclude an area of countryside to the north west of Great Hornead Bury. (Following consultation parkland to the west and south west of Great Hornead Bury , previously proposed for exclusion, remains within the conservation area).~~
- (h) Exclude land to east and north of Maidshot and the following properties; Maidshot, Craven House, Rosebank, Saffron House, Springfield, Yeznaby and building to rear of Yeznaby.

7.2. General Planning Control and Good Practice within the Conservation Area. All 'saved' planning policies are contained in the East Herts Local Plan Second Review adopted in April 2007. It is currently against this document and the National Planning Policy Framework (NPP) that the District Council will process applications. The NPP is supplemented by Planning Practice Guidance. One such guidance note of particular relevance is 'Conserving and Enhancing the Historic Environment'. In due course the 2007 Local Plan will be replaced by the District Plan whose policies will then be relevant.

7.3. Applicants considering submitting any application should carefully consider the relevant policies and if necessary contact Officers to seek pre-application advice.

Telephone 01279 655261 (For development proposals ask for Development Management. For general conservation advice ask for a Conservation Officer).

E-mail: planning@eastherts.gov.uk

Website: www.eastherts.gov.uk

Or write to Development Management, East Herts. District Council, Wallfields, Pegs Lane, Hertford SG13 8EQ

7.4. Applicants may also wish to refer to one of the several Guidance Notes previously referred to which will be updated as resources permit.

7.5. Planning Control - Potential need to undertake an Archaeological Evaluation. Within Areas of Archaeological Significance (as shown on either the adopted Local Plan or emerging District Plan), the contents of policies BH1, BH2 and BH3 are particularly relevant.

7.6. Listed Building Control and Good Practice. Those buildings that are individually listed are identified. Other pre-1948 buildings, structures or walls within the curtilage of a Listed Building are similarly protected in law.

7.7. Listed Buildings are a significant asset in contributing to the quality of the conservation area. It is essential that their architectural detailing is not eroded nor their other qualities and settings compromised. Two listed buildings are on the Council's Heritage at Risk Register and, without prejudice, are potentially eligible for grant assistance.

7.8. Planning Control – Other Unlisted Buildings that make an Important Architectural or Historic Contribution. Within the existing conservation area this Appraisal has identified six unlisted buildings/ groups of buildings that are considered to have sufficient qualities to be described thus. These are: the original School building; Lombards Piece; Sworders Close; north attached building at Cosy Cottage; Holly House; the frontage to The Chapel. Any proposal involving the demolition of these buildings is unlikely to be approved.

7.9. There are other distinctive features that are integral to some of the important unlisted buildings identified above that make an important architectural or historic contribution, including selected chimneys, windows and other architectural detailing where protection could be provided by removing Permitted Development Rights via an Article 4 Direction. The associated legislation is complex. Should the Council consider such a course of action appropriate there would be a process of notifying the affected owners separately at a later date. This would be associated with further detailed consideration and possible refinement.

7.10. Planning Control – Other distinctive features that make an Important Architectural or Historic Contribution. This Appraisal has identified walls and other features that make a particular contribution to the character of the Conservation Area. These will be protected from demolition within the parameters of legislation.

7.11. Planning Control – Important Historic Park and gGarden. There is one such garden in the extended conservation area, being that associated with Hornead Hall. This is of local importance. Proposals that significantly harm the garden's special character will not be permitted and will be considered against Policy BH16.

7.12. Planning Control – Important open land, open spaces and gaps. This Appraisal has identified the following particularly important open spaces: The Churchyard; small field adjacent to and west of Coniston. These spaces will be protected.

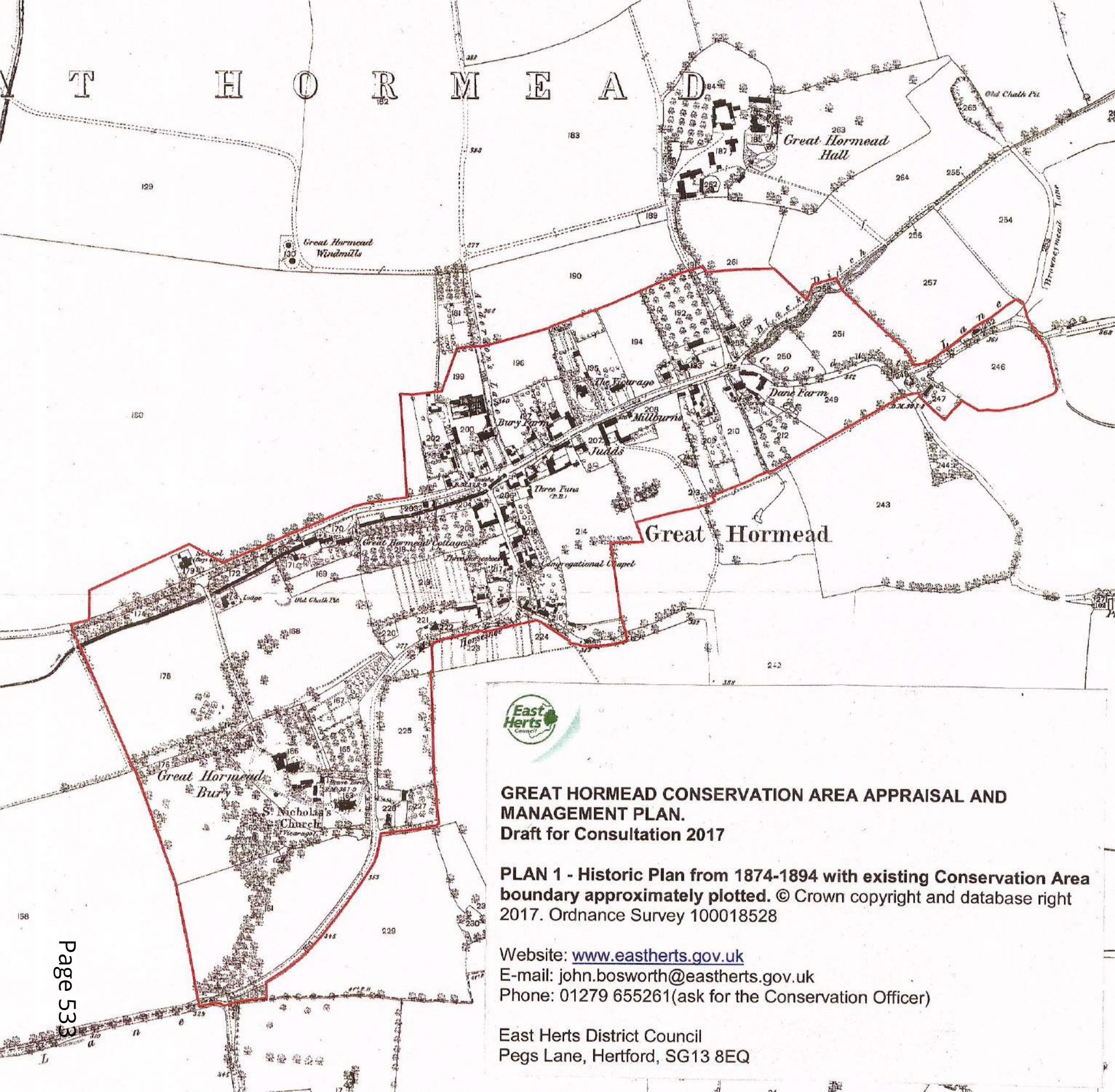
7.13. Planning Control – Particularly important trees and hedgerows. Only the most significant trees are shown very diagrammatically. It has not been possible to plot trees on inaccessible land. Subject to certain exceptions all trees in a conservation area are afforded protection and a person wanting to carry out works has to notify the Council. Trees that have not been identified may still be considered suitable for protection by Tree Preservation Orders. Owners are advised to make regular inspections to check the health of trees in the interests of amenity and Health and Safety.

7.14. Planning Control - Important views. A selection of general views is diagrammatically shown. Policy BH6 is particularly relevant.

7.15. Enhancement Proposals. The Appraisal has identified several elements that detract which are summarised in the Table below together with a proposed course of action; other actions are also identified. Within the staff and financial resources available, Council Officers will be pro-active and provide assistance. It must be recognized that such improvements will generally be achieved only by the owner's co-operation. Readers are reminded of potential sources of financial assistance in respect of repairs to historic buildings.

Detracting element.	Location.	Proposed Action.
Leaning public footpath sign.	Near entrance to Black Ditch.	Remedial action sought from EHDC.
Poor quality building and brick rubble.	Just beyond the conservation area at Bury Farm.	Discuss potential for improvements with owner.
Confusion of signs.	Corner of Horseshoe Hill.	Discuss potential for improvements with HCC

		and others.
Utility Poles.	Throughout.	Discuss potential for improvements with appropriate utility company.
It is hoped the iconic K 6 telephone kiosk can be retained and used for alternative community benefit.		
There are discrepancies between EHDC and Historic England records and mapping that have been identified and which need resolution.		



GREAT HORMEAD CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN.

Draft for Consultation 2017

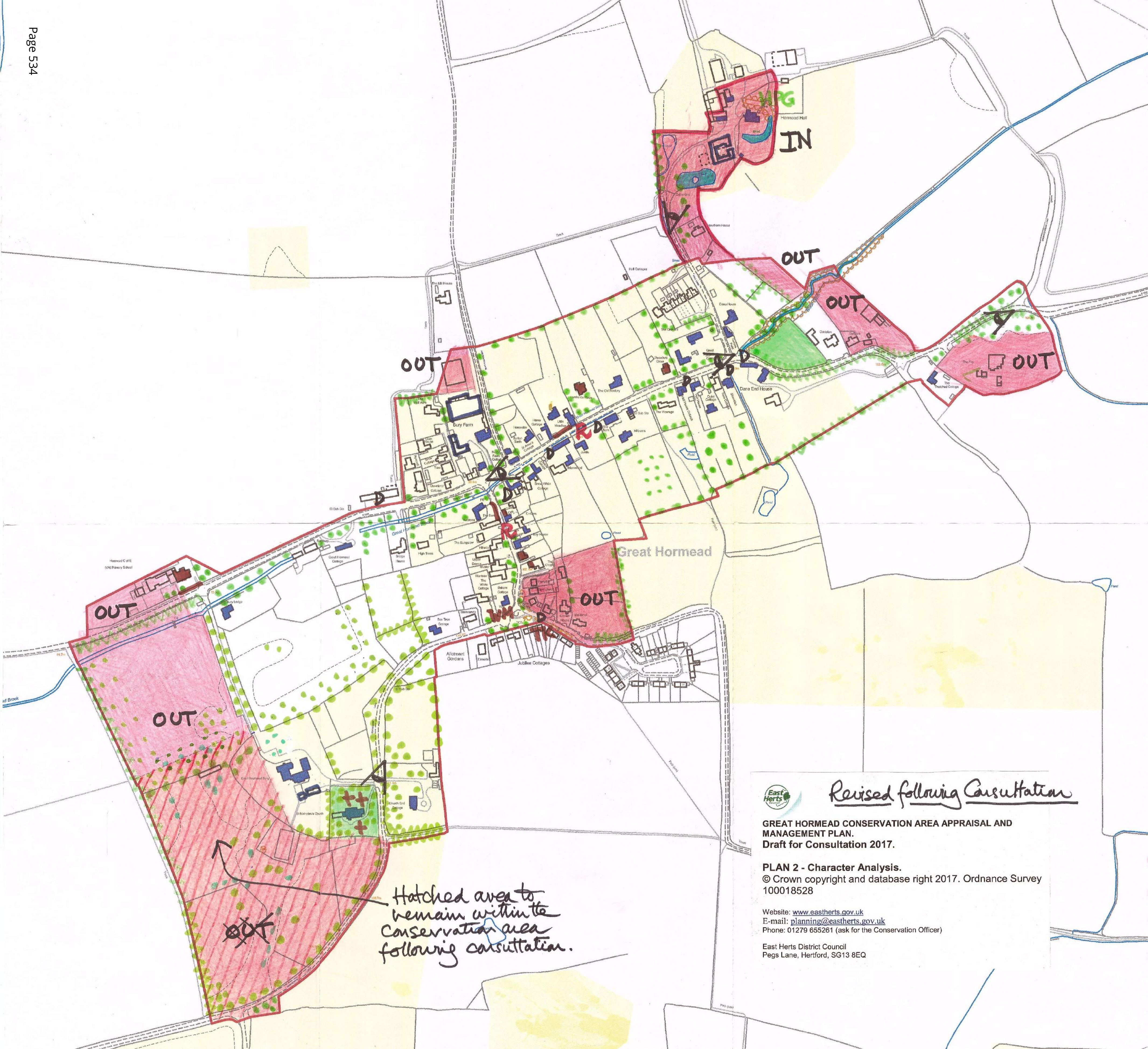
PLAN 1 - Historic Plan from 1874-1894 with existing Conservation Area boundary approximately plotted. © Crown copyright and database right 2017. Ordnance Survey 100018528

Website: www.eastherts.gov.uk

E-mail: john.bosworth@eastherts.gov.uk

Phone: 01279 655261(ask for the Conservation Officer)

East Herts District Council
Pegs Lane, Hertford, SG13 8EQ



Hatched area to remain within the conservation area following consultation.



Revised following Consultation

**GREAT HORMEAD CONSERVATION AREA APPRAISAL AND
MANAGEMENT PLAN.
Draft for Consultation 2017.**

PLAN 2 - Character Analysis.

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E-mail: planning@eastherts.gov.uk

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East Herts District Council
Pegs Lane, Hertford, SG13 8EQ

CHARACTER ANALYSIS KEY

EXISTING CONSERVATION AREA BOUNDARY



PROPOSED EXTENSION TO THE CONSERVATION AREA



PROPOSED REDUCTIONS OF THE CONSERVATION AREA



AREAS OF ARCHAEOLOGICAL SIGNIFICANCE



INDIVIDUALLY LISTED BUILDINGS/STRUCTURES



LISTED BUILDINGS 'AT RISK' OR OTHER CURTILAGE LISTED
BUILDINGS/STRUCTURES IN NEED OF REPAIR/ REFURBISHMENT



IMPORTANT BUILDINGS IN THE CURTILAGES OF LISTED BUILDINGS



UNLISTED BUILDINGS THAT MAKE AN IMPORTANT ARCHITECTURAL
OR HISTORIC CONTRIBUTION



OTHER DISTINCTIVE FEATURES THAT MAKE AN IMPORTANT
ARCHITECTURAL OR HISTORIC CONTRIBUTION

Walls/railings



Tombstones



War Memorial



Telephone Kiosk



IMPORTANT OPEN SPACES



IMPORTANT WATER FEATURES



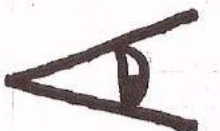
GENERAL LOCATION OF IMPORTANT TREES/HEDGEROWS



IMPORTANT HISTORIC PARK AND GARDEN



IMPORTANT VIEWS



ELEMENTS OUT OF CHARACTER WITH THE
CONSERVATION AREA





Hatched area to remain within the conservation area following consultation.



Revised following consultation.

GREAT HORMEAD CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN.
Draft for Consultation 2017.

PLAN 3 - Management Plan
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Website: www.eastherts.gov.uk
E-mail: planning@eastherts.gov.uk
Phone: 01279 655261 (ask for the Conservation Officer)

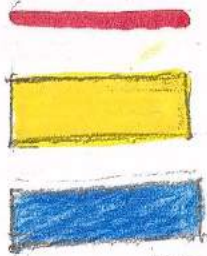
East Herts District Council
Pegs Lane, Hertford, SG13 8EQ

MANAGEMENT PLAN KEY

All 'saved' Local Plan Policies and Government planning policies set out in the 'National Planning Policy Framework' (NPP) currently apply as appropriate.

A new District Plan (DP) is being prepared that when adopted will contain the relevant DP planning policies.

REVISED CONSERVATION AREA BOUNDARY: Local Policies BH5- BH6 particularly apply



AREAS OF ARCHAEOLOGICAL SIGNIFICANCE: Local Policies BH1- BH3 particularly apply

INDIVIDUALLY LISTED BUILDINGS/STRUCTURES: NPP policies apply

LISTED BUILDINGS 'AT RISK' OR OTHER CURTILAGE LISTED BUILDINGS/STRUCTURES IN NEED OF REPAIR/ REFURBISHMENT

R

IMPORTANT BUILDINGS IN THE CURTILAGES OF LISTED BUILDINGS: NPP policies apply



UNLISTED BUILDINGS TO BE PROTECTED FROM DEMOLITION



OTHER DISTINCTIVE FEATURES TO BE PROTECTED FROM DEMOLITION WITHIN PARAMETERS OF EXISTING LEGISLATION: (includes features within the curtilage of Listed Buildings and walls/railings above the specified heights)

Walls/railings



Tombstones

WM
TK

War Memorial

Telephone Kiosk

SELECTED FEATURES ON UNLISTED BUILDINGS WHERE ADDITIONAL CONTROLS ARE PROPOSED SUBJECT TO FURTHER CONSIDERATION AND NOTIFICATION (by Article 4 Direction).

A4

IMPORTANT OPEN SPACES TO BE PROTECTED



IMPORTANT WATER FEATURES TO BE PROTECTED



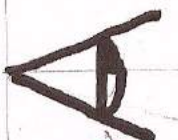
GENERAL LOCATION OF IMPORTANT TREES/HEDGEROWS TO BE PROTECTED WITHIN PARAMETERS OF LEGISLATION



IMPORTANT HISTORIC PARK/GARDEN TO BE PROTECTED: Local policy BH16 particularly applies

HPG

SELECTED IMPORTANT VIEWS TO BE PROTECTED



PROPOSED ENHANCEMENTS



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EAST HERTS COUNCIL

EXECUTIVE- 17 JULY 2018

REPORT BY THE EXECUTIVE MEMBER FOR HEALTH AND WELLBEING

LEISURE PROCUREMENT UPDATE

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- To provide an update on the leisure procurement process and the proposed changes to the procurement approach.

<u>RECOMMENDATIONS FOR EXECUTIVE:</u> That the Executive:	
(A)	Approve that the Design and Build aspects of the leisure procurement for Grange Paddocks and Hartham leisure centres are separated from the leisure operating contract, replacing the previously approved “Design, Build, Operate and Maintain (DBOM)” procurement route (recommendations G and H; Council, July2017);
(B)	Note that the leisure operating contract is procured in parallel to (A);
(C)	Note that the remaining recommendations from the Council meeting in July 2017 and those agreed in October 2017 remain the same.

1.0 Background

- 1.1 In July 2017, Council approved investment and development at the Council owned leisure facilities and Ward Freman Pool. Council also approved the following recommendations, that:

- (G) the Design, Build, Operate and Maintain model for Grange Paddocks Leisure Centre, be approved;
- (H) the Design, Build, Operate and Maintain model for Hartham Leisure Centre, be approved;
- (J) Subject to funding approval, delegated authority to make decisions relating to the leisure development projects is provided to the Executive Member for Health and Wellbeing with the support of a leisure project board. The board will consist of the Executive Members of Health and Wellbeing and Finance and Support Services, the Head of Operations, the Chief Finance Officer, Monitoring Officer and a Director.

1.2 Following consultation and further exploration a further set of recommendations in October 2017, were approved at Council. These included that Council:

- (A) Agree that the Council will commit to acting as a facilitator to help Chauncy School and Leventhorpe School explore alternative ways to maintain their leisure facilities;
- (B) Note that bidders will be invited to submit variant bids for the new leisure contract to include options for the future operation of Fanshawe and Leventhorpe Pools and Gyms should long term Council funding be unviable;
- (C) Note that the operational delivery of Fanshawe and Leventhorpe Pools and Gyms is included in the new leisure contract specification for up to 5 years, subject to each School's ability to contribute 40% of all costs; and
- (D) Subject to the outcome of (A) and (B), agree that the decisions on capital funding for Leventhorpe and Fanshawe Pools and Gyms is considered post tender evaluation.

2.0 Report

- 2.1 The Design, Build, Operate and Maintain (DBOM) procurement process went live on the 18 May 2018 and the Supplier Questionnaire (SQ) stage closed on 18 June 2018. Having reviewed the market position, and in the context of a pre-application Planning meeting that highlighted the sensitivities of the Green Belt locations of the two construction projects, and in the case of Hartham Leisure Centre its location within a conservation area; a change of procurement method is now proposed.
- 2.2 It is recommended that the “Design and Build” aspects of the project is brought ‘in house’ and East Herts Council (EHC) leads on the refurbishment of Hartham Leisure Centre and the development of a new leisure centre at Grange Paddocks, to replace the DBOM approach that would have seen this project led and delivered by one external consortia.
- 2.3 Officers are now re-evaluating a number of associated aspects including:
- Revised briefs for consultants
 - Review of the membership of the Leisure Project Team and role of the Leisure Project Board
 - Assessment of the professional services and associated capacity that the council will require
 - Anticipated full Planning Application to be made before November 2018, replacing the proposed Outline Planning Application in July 2018

The following key timeline targets are unchanged:

- The target for the contract award for the leisure operation is September 2019
 - The target for commencement of construction works is January 2020.
- 2.4 The council remains committed to facilitating Chauncy and Leventhorpe Schools to explore alternative ways of

maintaining their facilities and officers will ensure that they are kept updated on the revised procurement plans.

3.0 Summary

- 3.1 The Council is committed to developing its leisure facilities at Grange Paddocks and Hartham. The original plans were to use a single procurement route to market for a DBOM contract. However, given the sensitivities of the sites being in the Green Belt and Hartham being within a Conservation Area coupled with a change in the market position, it is proposed to cease the DBOM contract and proceed with the Design and Build elements of the project in-house. The leisure operating contract for all sites will be procured in parallel with this.

4.0 Implications/Consultations

- 4.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

None

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Contact Officer: Jess Khanom, Head of Operations ext 1693
Jess.Khanom@eastherts.gov.uk

Report Author: Steven Dupoy, Leisure and Environment Service Manager
Steven.Dupoy@eastherts.gov.uk

ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives Priority 3 – Enable a flourishing local economy
Consultation:	None.
Legal:	The advice received was to seek Executive approval for the revised procurement method. All other implications for this project remain the same as July and October 2017 reports.
Financial:	It is anticipated at this stage that no additional funding will be required. If this changes a future report will be made to Executive and Council.
Human Resource:	N/A
Risk Management:	A change of procurement process will increase the risk to the council in terms of capacity to deliver and exposure to market construction costs, but this will be mitigated by assembling a robust project team. By bringing the project in-house the council can control the final design eliminating the risk to the leisure market.
Health and wellbeing – issues and	The council remains committed to developing leisure facilities at Hartham and Grange Paddocks.

impacts:	
Equality Impact Assessment required:	N/A

EAST HERTS COUNCIL

EXECUTIVE - 17 JULY 2018

REPORT BY LEADER OF THE COUNCIL AND EXECUTIVE MEMBER FOR
FINANCE AND SUPPORT SERVICES

OLD RIVER LANE

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- To provide a detailed update on the progress of the Old River Lane site in Bishop's Stortford and ask members to steer the next phase of the development.

<u>RECOMMENDATIONS FOR EXECUTIVE:</u> That Executive members:	
(A)	Note the comments and suggestions from the Overview and Scrutiny committee held on 19 June 2018 (set out in summary at 2.6 of this report);
(B)	Recommend to Council that the suggested delivery models for the three parts of the scheme are as follows: <ul style="list-style-type: none">• Northgate End: Direct Delivery• Core ORL Site: Development Agreement• Arts Centre: Direct delivery, with developer taking overarching project management role for all of core ORL site.
(C)	Recommend to Council to proceed with procurement, splitting the whole scheme into two parts, with two parallel procurement processes (Option 2 as set out in 2.4 below).

1.0 Background

1.1 In December 2017 members resolved at full council that: the land at Old River Lane and adjoining Northgate End should be used to develop a mixed town centre scheme, to include:

- a significant new Arts/Cultural Centre that includes a 500 seat theatre, 3-4 cinema screens, shared reception space, *potentially* the Bishop's Stortford library, a one-stop-shop for Council services, hot-desking work space, cafe/bar
- up to 180 homes (including a range of tenures)
- retail (shops and restaurants), and
- parking provision for the whole site.

1.2 Since then, work has progressed and a number of key milestones have been achieved, as set out in 2.0 below.

1.3 This work has been led by the Old River Lane Delivery Board, comprising of Cllrs Haysey, Jones, Williamson, Buckmaster and Warnell. A number of relevant documents and FAQs are set out on the council's Old River Lane website page here:

<https://www.eastherts.gov.uk/oldriverlane>

1.4 The council is now at a stage where it needs to confirm its intent to go out to the market with a preferred delivery model and procurement route.

1.5 Members should note that any progress is still subject to the planning outcome on the application for the Multi Storey Car Park, and that no assumptions have been made in this regard. The Development Management Committee deferred the planning application on 20 June, and asked for further information on these areas:

- (i) The provision of affordable housing
- (ii) Noise assessment matters
- (iii) The specification of the proposed multi use games area

- (iv) The extent of provision of electric vehicle charging points to be installed
- (v) The proposed hours of use of the car park
- (vi) The scale of pedestrian movements to and from the car park and how they will be accommodated in relation to crossing Link Road
- (vii) The relationship of the proposals to wider development proposals on Old River Lane.

1.6 The information requested will be provided to the next Development Management Committee (18 July 2018).

2.0 Report

2.1 Work has progressed at pace since the Council's land use decision on 13 December 2017, report details link here:
<http://democracy.eastherts.gov.uk/ieListDocuments.aspx?CId=158&MId=2938&Ver=4&J=3>

The following is a summary of key milestones:

- (a) The **Arts Centre Heads of Terms** document (attached at **Essential Reference Paper B**) has been signed by all three parties – East Herts Council, Bishop's Stortford Town Council and Rhodes Birthplace Trust, committing all parties to work together to:
 - deliver the arts and entertainment centre
 - commit revenue funding of up to £250k annually, from both Bishop's Stortford Town Council (providing the Rhodes Trust becomes self-sufficient) and East Herts Council
 - commit capital funding in proportion to the eventual asset ownership
 - establish an interim steering group/trust shadow board in advance of the establishment of a new trust to govern the arts centre;
- (b) A **planning application** has been submitted for a multi-storey car park (MSCP) at the north end of the site, to

accommodate 581 vehicles; a block of 15 residential apartments and approximately 400m² commercial space is proposed adjacent to the MSCP, on the corner of Rye Street and Link Road (the application is due to be re-considered at Development Management Committee on 18th July);

- (c) **Soft market testing** has been carried out by the council's property consultants, Montagu Evans, to assess the likely interest from developers for the whole of the Old River Lane site. The exempt report is attached (exempt **Essential Reference Paper C**), but in summary significant interest was expressed by a wide range of developers;
- (d) Extensive research has been carried out on the **design brief for the arts centre**, which has included:
 - a three day tour of eight arts centres/theatres by the Arts Centre Working Group (two representatives from each of Bishop's Stortford Town Council, East Herts Council and Rhodes Birthplace Trust)
 - an open invitation workshop attended by 30 arts groups from Bishop's Stortford to gather feedback on what facilities they would like to see in the arts centre
 - two workshops with Rhodes staff and volunteers to ascertain information on what works really well and what are the current constraints at the Rhodes
 - the first in a series of public engagement events summarising the views ascertained from the above activities and asking for feedback; further engagement events are planned;
- (e) A report on the latest **financial viability and proposed delivery models** prepared by Montagu Evans has been considered by the Old River Lane Delivery Board and the

latest version of the **business case**, with preferred delivery models for each part of the site as recommended by the ORL Delivery Board, is attached at Exempt **Essential Reference Paper D**;

- (f) A report on the proposed **procurement** strategy is attached at Exempt **Essential Reference Paper E**.

2.2 Delivery Models

2.2.1 There is a range of delivery models that could be used to support and facilitate change at ORL. These are set out in detail at Exempt **Essential Reference Paper D** (the Business Case) and members are strongly advised to read this document carefully. Five broad delivery models were considered and have been discussed and evaluated with the ORL officer group and the ORL Delivery Board:

- A. Direct Development / Delivery by Council
- B. Development Agreement
- C. Wholly Owned Development Company
- D. Joint Venture
- E. Overarching Delivery Vehicle

2.2.2 Each of these delivery models has strengths and weaknesses. Further detail can be found in **Essential Reference Paper D**. Based on emerging Council objectives for ORL, those models which were viewed and evaluated more favourably are:

- Development Agreement
- Joint Venture
- Direct Delivery

2.2.3 The key difference between a Development Agreement and a Joint Venture relates to the financial risk profile; in a Development Agreement the Council's return is more likely to be fixed and therefore risk is reduced, whilst in a Joint Venture the return is more likely to not be fixed, and indeed a risk of

losses occurring (as well as enhanced profits). Another key difference is the view that Joint Venture arrangements may provide for greater levels of control over scheme development and decision making. Ultimately, this would depend on the detail of any legal drafting of an agreement – both for a Development or Joint Venture agreement.

2.2.4 The case studies set out in the **Essential Reference Paper D** – and Montagu Evans’ experience in large scale town centre regeneration elsewhere – point heavily toward a Development Agreement structure with a private developer being by far the most common way of councils delivering major town centre schemes. Ultimately, this may be a reflection of councils seeking to find a suitable balance between the degree of control desired and the level of financial risk a council is prepared to take on. This does not though preclude other approaches being used, if there are good reasons to do so.

2.2.5 There is also a strong case to consider the development of ORL as a number of development packages – with the potential to adopt different delivery models for them. These development packages could comprise:

- Northgate End -
(MSCP and adjoining residential/commercial block)
- Core ORL residential site
- Arts and Entertainment Centre

2.2.6 Direct Delivery could be favoured for some parts of the scheme – the Arts Centre and MSCP / Northgate area. This reflects the specific circumstances for these parts of the site and what will be delivered there as well as financial considerations.

2.2.7 While it is acknowledged that the shape of the projects at ORL will continue to evolve – not least as the detailed masterplan and land uses are shaped further - **the review undertaken on delivery models in this report and in the context of potential ORL site packages has resulted in the Old River**

Lane Delivery Board proposing the following approaches, which were supported by the Overview and Scrutiny Committee at their meeting on 19 June:

Project	Comment
<p>Northgate End</p>	<p>Suggested Delivery Model: Direct Delivery</p> <p>Rationale: the Council has already submitted a planning application for the Northgate area of ORL, including for the car park. East Herts have already undertaken much of the background and design and specification work. As it will already be doing much of the role of a developer it could look to take on full development responsibility through Direct Delivery.</p> <p>Direct Delivery will also be expected to secure some cost savings, through negating the requirement for a full developer's profit. This assumes that the Council will be able to forward fund the development costs for the MSCP.</p>
<p>Core ORL Residential Site</p>	<p>Suggested Delivery Model: Development Agreement</p> <p>Rationale: Could be delivered as a single package, or potentially as part an integrated wider development (via a Development Agreement / development management agreement) alongside the Arts Centre. The development of substantial residential uses will require some form of public private partnership arrangement. The scale of the scheme will still be substantial and it will be in a prominent location in the remodelled town centre and EHDC is likely to wish to influence development strongly here. Both the Development Agreement and Joint Venture model would allow EHDC to achieve that.</p> <p>There is the prospect that some modest increased</p>

	<p>return to EHDC could come from a Joint Venture proposition, though this would need the Council to inject substantial investment / equity. Alternatively, a Development Agreement would place far less financial risk on the Council, provide much greater certainty on returns at an early stage of the process and still allow for a reasonable degree of control.</p>
<p>Arts Centre</p>	<p>Suggested Delivery Model: Direct delivery, with developer taking overarching project management role for all of core ORL site.</p> <p>Rationale: the specification for the Arts Centre will be driven by the Council. Cost savings could be secured through Direct Delivery. However, there is a need to ensure integration of the Arts Centre with the wider development, and this might be better achieved within the context of an overarching Development Agreement for the site, within which the developer takes on a development management role for the Arts Centre (essentially still a form of Direct Delivery for the Council).</p> <p>Direct Delivery has the potential to realise some savings for the Council, accepting that the Arts Centre would then need to be fully funded by East Herts and a much greater degree of responsibility would lie with them too.</p>

2.3 Procurement Route

2.3.1 Assuming the delivery models above are agreed, the procurement route and timelines are set out in detail in Exempt **Essential Reference Paper E**.

2.3.2 This is a complex project, and members are asked to consider the potential phasing of the procurement as set out in 2.4 below.

2.4 Options and Procurement Phasing

The options for the Council are now as follows:

2.4.1 Option 1: Do Nothing

Council agreed a land use decision at their meeting on 13 December 2017 and has already invested significantly in developing the Old River Lane project this far. This is one of the Council's most significant projects, and plays a major part in protecting the vitality of Bishop's Stortford town centre. There is increasing evidence that as consumers move to purchase online, the gaps left by high street retailers are best replaced by leisure and other alternative uses. If the Council were to choose not to proceed at this stage, the site would be likely to remain undeveloped for some time, given its recent planning history (the Henderson's scheme) which demonstrated that without significant public financial support, the site is very unlikely to be financially viable for anything other than housing. Since the Council has already excluded housing alone as an option, the 'Do Nothing' option for the Council effectively means that the site is likely to remain undeveloped. The Council would look to offer long lease tenancies for Charringtons and continue to hold the site as an investment.

2.4.2 Option 2 – proceed with procurement, but splitting the whole scheme into two parts, with two parallel procurement processes

Launch the Old River Lane (core site) scheme to the market. *Simultaneously*, continue with Stage 3 of the MSCP design, and then tender a contract for the MSCP and adjoining housing/commercial unit, with a view to starting on site as soon as procurement is complete and a contract is signed for the core site (likely to be Feb/March 2019).

2.4.3 **Option 3 – proceed with procurement, but maintain the whole scheme as a single part**

Launch the Old River Lane (core site) scheme to the market. Delay the MSCP and adjoining housing/commercial unit procurement until a contract for the main scheme is signed. This would delay overall delivery by approximately 12 months, as in this option, development would start on the MSCP in the Autumn of 2019.

2.4.4 The **key differences between Option 2 and Option 3** are:

- **Option 2 presents an increase in financial risk;** the Council would be proceeding without a partner for the main site in place, and if for any reason a contract could not be signed, the costs of further design stages and procurement of the MSCP and housing/commercial unit could be abortive. The potential range of costs is set out in Exempt **Essential Reference Paper E** in section 7. (Note, the Council would only start on site with the MSCP and housing/commercial unit once a contract is in place for the main site). Given the soft market testing (Exempt **Essential Reference Paper C**) this is thought unlikely to be a significant risk.
- **Option 3 causes a delay to delivery;** no work would start on Northgate End until approximately Autumn 2019, and no work would start on Old River Lane until the MSCP is operational (approximately one year after start on site, so Autumn 2020). This would delay completion of the whole site until 2023.

2.4.5 **The Old River Lane Delivery Board's preferred option is Option 2 and this preference was supported by Overview and Scrutiny Committee on 19 June 2018.**

2.5 Risk

2.5.1 There are a number of risks associated with the project, and these are set out in the Old River Lane Risk Register, which is set out at **Essential Reference Paper F**.

2.6 Overview and Scrutiny (O&S) Committee held on 19 June 2018

2.6.1 On 19 June O&S scrutinised the pack attached to this report. **Members had a wide ranging discussion, and supported the Old River Lane Delivery Board's recommended delivery models and procurement route.** Points raised by O&S members were:

- the issue of risk in relation to the options proposed (Members were keen to minimise risk);
- Charrington's House occupancy levels and current improvements, and the absence of itemised demolition costs within the evaluations;
- the dependency of the ORL scheme on the multi-storey car park;
- land costs and disposal (including legislative restrictions) and whether the figures detailed included the costs associated with buying back the land originally sold to a developer;
- levels of affordable housing proposed and whether the Council as developer could afford 20% affordable, given the viability of the overall scheme;
- their support for the commercial /residential properties being kept within the Council's portfolio to deliver a revenue stream;

- the need to accommodate successes (such as Launch Pad) within the new scheme arrangements;
- the need to have firm plans in relation to the arts centre;
- the funding gap and how this would be addressed;
- the use of Section 106 monies and proposed financial support by Bishop's Stortford Town Council to support the scheme;
- Development proposals for the Arts Centre: the need for it to be centrally located and what consultation had been carried out over the last 18 months; proposed development proposals (including the need to install a "fly tower") for the arts centre stage.

2.7 Local Enterprise Partnership (LEP) funding

2.7.1 On 22 June 2018 Hertfordshire's LEP announced that the Council's application for gap funding had been successful, and that the LEP has awarded a grant of £6m and an interest free loan of £3.62m to the Old River Lane project. This is clearly exceptionally good news.

3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

None

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Cllr Geoff Williamson
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Contact Officer:

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liz.watts@eastherts.gov.uk

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	Priority 1 – Improve the health and wellbeing of our communities Priority 2 – Enhance the quality of people's lives Priority 3 – Enable a flourishing local economy
Consultation:	Consultation on the Bishop's Stortford Town Centre Planning Framework was completed in March 2017 (attached for reference at Essential Reference Paper G). Further consultation has been undertaken specifically with respect to the Arts and Entertainment Centre as set out in 2.1e of the report.
Legal:	Legal advice has been provided by our in house team to date. Should agreement be given at Council in July to proceed to market, external legal advice will be sought as required.
Financial:	Capital and Revenue financial implications of the Old River Lane project are set out in the Arts Centre Heads of Terms (ERP B) and Business Case (Exempt ERP D).
Human Resource:	n/a
Risk Management:	The Risk Register is attached at ERP F
Health and wellbeing – issues and impacts:	Bringing a new arts and entertainment centre to Bishop's Stortford will increase the opportunity to improve people's health and wellbeing through a range of cultural and community activities.

Equality Impact Assessment required:	No.
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OLD RIVER LANE ARTS CENTRE PROJECT

HEADS OF TERMS for PARTNERSHIP AGREEMENT

These Heads of Terms (“HOTs”) set out the principal terms and conditions on and subject to which East Hertfordshire District Council is willing to enter into a Partnership Agreement for the relocation of the Rhodes Art Centre (“the Project”) with Bishop’s Stortford Town Council and Rhodes Birthplace Trust.

These HOTs are not exhaustive and are not legally binding between the parties. Instead, they will reflect the intentions of the parties and set out the key terms of the transaction in order to deliver the Project. The agreed principles of these HOTs will be formalised in a legally binding Partnership Agreement signed by the parties.

1. PARTIES

The parties to the Agreement will be:

- East Hertfordshire District Council (EHDC) of Wallfields, Pegs Lane, Hertford SG13 8EQ
- Bishop’s Stortford Town Council (BSTC) of The Old Monastery, Windhill, Bishop’s Stortford CM23 2ND
- Rhodes Birthplace Trust (RBT) of 1-3 South Street, Bishop’s Stortford, CM23 3JG

2. KEY COMMERCIAL TERMS

The following key commercial terms are agreed between the parties:

(a) Business Case

- Option 1A of the Business Case is the preferred option with the relocation of the artistic business and activities of the Rhodes to a new facility in Bishop’s Stortford Town Centre at Old River Lane. Plans for the new Arts/Civic Centre (Option 1A) are expected to include:
 - 500 seat auditorium capable of delivering a wide variety of theatre, music, spoken word, dance etc (both professional and community), with sufficient provision for backstage facilities
 - a fly tower unless a convincing case can be made that the equivalent functionality can be provided another way
 - a studio space in which audience of 80-100 people can be accommodated
 - Meeting rooms /rehearsal space/dance studio.
 - 3-4 screen cinema
 - a new home for the library
 - a one stop shop for public services including East Herts
 - hot desking space
 - a cafe/bar
- The Business Case contains outline projections only and a detailed Business Plan will be required once a formal land use decision for the whole site is agreed by EHDC.

(b) Time Limits/Termination

- To agree and sign these Heads of Terms by 12 February 2018
- To negotiate in good faith with a view to executing a Partnership Agreement for the implementation of the Old River Lane Arts Centre on or before the date on which EHDC decides to proceed with the whole scheme (see attached programme), for a term of no less than 10 years notwithstanding the 4 year political cycle of both Councils' administrations and the 10 year commitment therefore being an in principle commitment which would require a reconfirmation of this commitment by each council every four years.

(c) Capital Funding and ownership of the asset

- Contributions are required from the BSTC and EHDC to the capital cost of the Arts Centre. It is estimated that the cost of the Arts Centre is in the region of £20m and the value of the land is in the region of £5m. Any contributor could receive a proportionate share in the asset itself, calculated on the basis of those parties wishing to own part of the asset rather than those parties contributing and not wishing to own part of the asset.
- The equation for calculating the ownership percentage is $X/(X+Y)$ where X and Y are contributors who wish to retain ownership in the asset (whereas Z is a contributor which does not want to retain any ownership in the asset).
- The project will not proceed until the overall funding package for the entire Old River Lane site is in place and it will be the responsibility of EHDC to secure this package, working in partnership with BSTC and RBT on the Arts Centre element of the scheme; funding will be sought from a variety of sources.

(d) Revenue Funding

Provided that the Bishop's Stortford Museum becomes self-sufficient, the parties agree that the running costs will be in the region of £550,000 per annum (subject to a final business case). Best endeavours will be made to reduce this sum to no more than £0.5m per annum.

- EHDC agrees to contribute 50% towards running costs;
- BSTC agrees to contribute 50% towards running costs.

Should the revenue funding be higher than £0.5m, further funding will be sought from EHDC, or a third party. The Project will not proceed until the overall revenue funding package for the Arts Centre is in place.

In concluding this agreement the parties recognise that the Rhodes Birthplace Trust has stated that it is not possible for the current operations at the Rhodes to become self-sufficient and the Rhodes Trust cannot voluntarily surrender the grant from the Town Council. However the Trust recognises that the Town Council may make the decision to

withdraw all or part of the grant currently received as part of the package and the Trustees will explore other funding options as a contingency provision in case this occurs. The parties commit to working together to seek a satisfactory resolution to these challenges. Having regard to this the future of the museum, which is the principal responsibility of the Rhodes Trust, will be an integral part of the planning during the implementation of this partnership agreement.

(e) Governance Arrangements

The parties agree to a governance arrangement in the form of an interim Steering Group/Trust made up as follows:

EHDC - 2 appointees

BSTC - 2 appointees (who are not also Rhodes trustees)

RBT - 2 appointees

Independent - up to 3 appointees (to be appointed by the other six appointees).

In the interim period, and once the new entity is up and running, governance shall be put in place that ensures decisions shall be taken by a simple majority with at least 1 of each category of representative voting in favour (i.e. at least 1 representative from EHDC, BSTC, RBT and Independent).

The interim group shall consider and make recommendations to any funding party on the following issues:

- Physical brief for the new Arts Centre
- Management arrangements for the new Arts Centre
- Vision for the operational development of the arts centre, marketing, fundraising and other key elements of the new Arts Centre's operations
- Make proposals for the governance to take effect before the centre become operational

(f) TUPE/Staffing

The parties agree the following staffing arrangements:

We envisage a TUPE transfer of staff from RBT to the new Arts Centre entity for all staff who comply with TUPE requirements.

(g) Costs

EHDC and BSTC to bear their own costs in connection with the Partnership Agreement. RBT to contribute £500 to their own costs, with the remainder to be subsidised by EHDC.

We confirm our agreement to the non-binding provisions above.

Signed by LIZ WATTS on behalf of
EAST HERTFORDSHIRE DISTRICT COUNCIL
L

.....

Signed by JAMES PARKER on behalf of
BISHOP'S STORTFORD TOWN COUNCIL

.....

Signed by DEIDRE GLASGOW on behalf of
RHODES BIRTHPLACE TRUST

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Updated on:		16/05/2018						
Risk register - Old River Lane			Inherent Score			Residual Score		
Code	Title	Description	Impact	Likelihood	Controls introduced / planned	Impact	Likelihood	Owner
1	Potential low community engagement	Local community does not buy into the vision and does not back the mixed-use scheme development.	4	2	A consultation strategy is in the process of being prepared which will identify some key groups and demographics to target. This will ensure a wider range of voices are heard within the process and make use of the stickyworld platform on social media. It will also aim to quantify the responses in a way which provides us with statistically significant results.	4	1	Ben Wood
2	Lack of economic vision for site within the town	The Council's economic vision for the area is not clear enough to support a mid-long term strategy on the development of BSTC.	4	4	In the process of reviewing evidence about economic imperatives for Bishop's Stortford and presenting these to the portfolio holder for ED. This will then form the basis for a wider economic vision for the town.	4	3	Ben Wood
3	Lack of artistic/cultural vision for site within the town	Securing trustees timely agreement regarding location, funding and management arrangements of museum and/or arts centre(s). Conflicting priorities / interdependencies. Potential shared use of facility with another organisation.	3	3	Use expertise of Property/Arts consultants to develop long term vision for the site with members. Engage with arts organisations/artistic groups to agree on a vision for the New Arts Centre	2	2	Jess Khanom

Updated on:		16/05/2018						
Risk register - Old River Lane			Inherent Score			Residual Score		
Code	Title	Description	Impact	Likelihood	Controls introduced / planned	Impact	Likelihood	Owner
4	Not making a decision on the future of Charringtons House RISK CLOSED AS LAND USE DECISION TAKEN AT FULL COUNCIL ON 13 TH DECEMBER 2017	Develop long term view on Charringtons House. Voids when leases end if unable to offer a term of lease and then alternative accommodation that are attractive to prospective tenants.	4	1	Get expert advice to develop long term vision for the site with members. Good communication of timing in order that any new opportunities for generating income can be appropriately managed.	-	-	Isabel Brittain
5	Future provision of adequate car parking for the town	Potential displacement of 241 spaces at Old River Lane, and issues around Waitrose surface car park	4	4	Work with Shaping Stortford, Property Consultants and car parks service to develop appropriate parking facilities. Review of short and long stay mix car parks in BS in parallel to a parking strategy for the scheme.	4	3	Jess Khanom
6	Inconsistent political engagement	Political engagement not consistent and strong enough to fully back the redevelopment of the site. Conflicting priorities.	3	2	Regular updates on the redevelopment plan and immediate action when issues are raised. ORL Member Reference Group established and providing regular updates and detailed insight to members.	1	2	Liz Watts
7	Contracting the right developer	Not being able to attract good mixed-use scheme developers. Not guaranteeing viability.	4	2	Good master planning, strong vision and innovative approaches. Early soft market testing has been positive.	4	1	Isabel Brittain

Updated on:		16/05/2018						
Risk register - Old River Lane			Inherent Score			Residual Score		
Code	Title	Description	Impact	Likelihood	Controls introduced / planned	Impact	Likelihood	Owner
8	Physical Site constraints	Site contains physical and other kind of constraints (geographic position, land characteristics)	4	3	Good quality information of ground conditions, topographical history, EHC proposals with regard to water course diversions, and contamination to be available at procurement.	4	3	Isabel Brittain
9	Legal Site constraints	Unable to agree land uses with adjoining landowners and proceed with sale/partnerships	3	2	One Public Estate work (funded with £40k) will enable early work in this area. Engage with stakeholders (HCC, BSTC, etc.)	2	2	Alison Stuart
10	Construction overload	Disruption on the town and delivery delayed because of construction works carried out on multiple sites at one time.	3	3	Liaising with the planning authority to make development programming decisions based on information the planning authority can provide about other development schemes.	3	3	Annie Saliaj
11	Competing priorities	Competing and conflicting priorities between the different local authorities involved.	3	3	Regular updates/meetings and immediate action when issues are raised.	3	3	Annie Saliaj
12	External dependencies	Elements / tasks of the project dependant on other activities / involvement of other players.	2	3	Detailed project planning and careful identification of dependencies.	2	2	Annie Saliaj

Updated on:		16/05/2018						
Risk register - Old River Lane			Inherent Score			Residual Score		
Code	Title	Description	Impact	Likelihood	Controls introduced / planned	Impact	Likelihood	Owner
13	Retail replacement	Current retail fearing competition and relocating	2	2	Efficient communications strategy and stakeholder consultation on key stages. Any retail development must be based on evidenced need. Plan interventions that may be required. BID company being formed will represent the interests of its members and will be a strong vehicle in improving the vibrancy of the town overall. The company may also assist thinking in the retail space elements of the project.	1	2	Ben Wood
14	Interdependencies with Stansted Airport RISK CLOSED AS THIS IS PART OF A WIDER RISK AROUND MANAGING ECONOMIC OPPORTUNITIES WITHIN THE ORL DEVELOPMENT	BS not able to benefit from Stansted expansion / limit chain reaction effect in case of negative outlook for Stansted growth. Not being able to readapt the development strategies to face the changing trends.	3	3	The relationship between the town and the airport is well understood in terms of the impact of employment, transport and accommodation. However the relationship between the town and wider airport MRO (maintenance, repair and operations) and business supply chain is less direct as it affects the entire sub-regional economy. The relationship between the airport and the ORL development is therefore just one of several economic factors and therefore not a specific risk.	-	-	Ben Wood

Updated on:		16/05/2018						
Risk register - Old River Lane			Inherent Score			Residual Score		
Code	Title	Description	Impact	Likelihood	Controls introduced / planned	Impact	Likelihood	Owner
15	Risk of not making a decision	Missing out on the opportunity to redevelop the Town Centre.	4	3	Land use decision taking by EH council in December 2017. Comprehensive report will be provided to O&S/Exec/Council in June/July 2018 including impact of not making a decision.	4	2	Liz Watts
16	Risk of Highways raising an objection to the planning application for the MSCP	Lack of a BS transport strategy or a different timing between the strategy and the planning application will have an impact on their position.	3	4	Coordinate timing between the two different work-streams. Early feedback on planning application used to propose a new traffic solution, in response to some concerns raised. In response to this Highways have withdrawn their initial objection.	3	2	Annie Saliaj
17	Risk of the planning application for the MSCP being refused	The MSCP unlocks the whole ORL scheme. If the planning application for the MSCP is refused the project will be heavily compromised.	4	3	Good work programming and involvement of qualified professionals for a strong planning application.	2	2	Annie Saliaj
18	Risk of not meeting Section 123 criteria	Land costs have to be consistent with Section 123 criteria in the scheme selling process.	4	3	Land evaluation and evidence of options appraised.	3	2	Isabel Brittain

Updated on:		16/05/2018						
Risk register - Old River Lane			Inherent Score			Residual Score		
Code	Title	Description	Impact	Likelihood	Controls introduced / planned	Impact	Likelihood	Owner
19	Risk of not being able to come up with a funding package	A comprehensive list of the funding sources and the assessment of their capability to fill the funding gap have to be in place.	4	3	Reach an agreement on the funding strategy. Involve core partners and potential ones at early stages. Refine viability assessment. A bid to LEP has been submitted. Capital funding is required by BSTC.	4	3	Isabel Brittain
20	Project slippage	Unforeseen issues / events that delay activities and/or construction works	3	4	Reasonable tolerance times set for project stages.	3	3	Annie Saliag
21	Risk of not being able to achieve the expected outputs	Project doesn't achieve the expected number of new homes and/or new jobs	4	3	Good master-planning. Clear conditions about outputs to any form of agreement with a developer/contractor. Delivery monitoring.	4	2	Liz Watts



BISHOP'S STORTFORD DRAFT CONSULTATION REPORT

**Allies and Morrison
Urban Practitioners**

March 2017





Photos taken during the pop-up consultation events in Jackson Square

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APPENDIX



1. INTRODUCTION

Allies and Morrison Urban Practitioners was commissioned in March 2016 to prepare the Bishop's Stortford Town Centre Planning Framework on behalf of East Herts Council. The team for the project includes Nathaniel Lichfield and Partners, providing specialist retail and commercial property and delivery advice, and Phil Jones Associates, specialists in movement and transport.

The purpose of the planning framework is to help set a vision and strategy for the development of Bishop's Stortford. The study will take account of the town's current and future economic role, and set out proposals for movement and design projects that will improve the town centre. It will support the preparation of the emerging East Herts District Plan and co-ordinate with the Neighbourhood Plans.

This report provides a summary of the responses which were submitted during the consultation period which took place for six weeks commencing on 26 October 2016. Members of the consultant and council team regularly staffed the pop-up exhibition which was on display in Jackson Square, the Rhodes Centre and the Council offices throughout the consultation period. The document was also formally launched at an event for key local stakeholders and residents who had contributed at consultation events during the preparation of the plan. The document and questionnaire were available online to view and respond to on the Council's website. Hundreds of people viewed and engaged with the exhibition while it was on display in Jackson Square and around 70 people submitted detailed comments on the plans. Officers also visited local schools to speak to young people about their ideas for the town centre.

The following section provides a detailed report of the responses received.




Photos taken during the launch of the Bishop's Stortford Town Centre Framework at the Rhodes Arts Centre

2. CONSULTATION QUESTIONNAIRE

The following section provides a detailed report of the responses received to each of the questions in the consultation questionnaire, together with recommendations for updates to the document to respond to the issues raised.


BISHOP'S STORTFORD TOWN CENTRE PLANNING FRAMEWORK



East Herts Council has been working with Allies and Morrison, an urban design and planning practice, to help set a vision and strategy for the development of Bishop's Stortford. The study takes account of the town's current and future economic role, and sets out proposals for movement and design projects that will improve the town centre. It will support the preparation of the emerging East Herts District Plan and co-ordinate with the Neighbourhood Plans to shape the direction of travel for the town centre.

Thank you very much for taking the time to tell us what you think about the proposals in the document. The following questions follow the structure of the planning framework document which can be viewed online.

To have your say please complete this feedback form by hand and send it to Lauren Knight, Corporate Support, East Herts Council, Wallfields, Pags Lane, Hertford, SG13 8EQ or fill in the form online at <http://www.eastherts.gov.uk/ORAAutumnConsultation>



The study area

THEME 1 - REVEALING AND CELEBRATING THE RIVER STORT

What is your star rating for the ideas for improving the River Stort?

Poor: ★ ★ ★ ★ Excellent

Which new or improved bridge should be the priority? Do you have any other ideas?

THEME 2 - ESTABLISHING A CLEAR PEDESTRIAN AND CYCLE NETWORK IN THE TOWN CENTRE

What is your star rating for the ideas for improving pedestrian connections?

Poor: ★ ★ ★ ★ Excellent

Which new or improved routes are the most important? Do you have any other ideas?

THEME 3 - RATIONALISING VEHICULAR MOVEMENT IN THE TOWN CENTRE

a) Do you agree with the timed closure of South Street/Potter Street? Yes / No

b) Do you agree with a new road for all vehicles through the Goods Yards? Yes / No

c) Do you agree with the removal of some one way streets? Yes / No

Do you have any other ideas?

THEME 4 - PROTECTING AND ENHANCING BISHOP'S STORTFORD HISTORIC CHARACTER

What is your star rating for the ideas for enhancing historic character?

Poor: ★ ★ ★ ★ Excellent

Are there other important views or landmarks? Do you have any other ideas?

THEME 5 - A NETWORK OF GREEN AND URBAN SPACES

What is your star rating for the ideas for new or improved public spaces?

Poor: ★ ★ ★ ★ Excellent

Are there other places where a new public space could be created? Do you have any other ideas?

THEME 6 - A DISTINCTIVE AND QUALITY RETAIL OFFER

What is your star rating for the ideas for improving the retail offer in the town centre?

Poor: ★ ★ ★ ★ Excellent

Do you have any other ideas?

THEME 7 - A NEW CULTURE AND LEISURE OFFER

What is your star rating for the ideas for improving the culture and leisure offer?

Poor: ★ ★ ★ ★ Excellent

Do you think the Rhodes centre should stay in its existing location? Which of the alternative locations do you think is best?

THEME 8 - THE TOWN CENTRE AS A PLACE FOR BUSINESS

What is your star rating for the ideas for improving the town centre as a place for business?

Poor: ★ ★ ★ ★ Excellent



Do you have any other ideas?

OLD RIVER LANE AREA

What is your star rating for the ideas for the Old River Lane area?

Poor: ★ ★ ★ ★ Excellent

Are there other uses you would like to see here? Do you have any other ideas?






MILL AND CENTRAL RIVERSIDE

What is your star rating for the ideas for the Mill area and the central riverside?

Poor: ★ ★ ★ ★ Excellent

Are there other uses you would like to see here? Do you have any other ideas?






STATION AND SOUTHERN RIVERSIDE

What is your star rating for the ideas for the Station and southern riverside area?

Poor: ★ ★ ★ ★ Excellent

Are there other uses you would like to see here? Do you have any other ideas?

IMPROVING THE RIVER STORT

What is your star rating for the ideas for improving the River Stort?

Around 70% of respondees rated the ideas for the improving the River Stort as excellent or good.

Which new or improved bridge should be the priority? Do you have any other ideas?

There was strong support for improvements to the existing bridge or a new bridge at Station Road with 25 people commenting that this bridge should be the priority given that it is currently considered to be dangerous for pedestrians given the very narrow pavements. Another six respondents added support for a new bridge at Adderley Road connecting to Dane Street given that the bridge would open up 'a difficult area of the town' and provide a new connection to the train station.

Other ideas included widening the towpath along the riverside wherever possible and increasing reference within the document to kiosks and other non-retail uses providing activity along the riverside.

Key changes to the document:

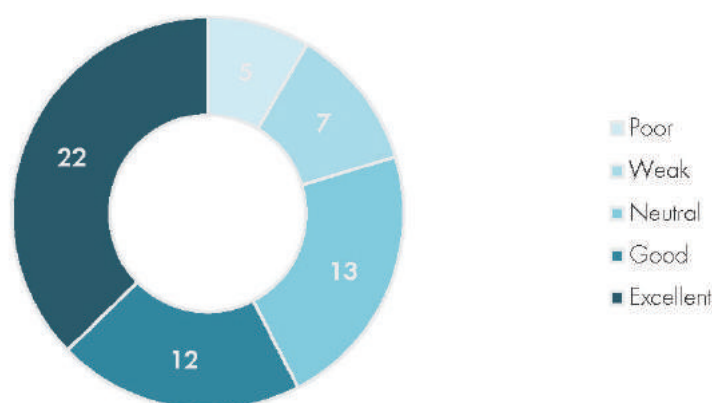
- Strengthen the reference to a widened towpath along the length of the Stort within commuting distance of the town centre.
- Add reference to kiosks/pop-up activity along the riverside. Add reference that other uses beyond retail would be supported.
- Strengthen the reference to connecting the towpath into Sworder's Field.



"Station Road is the first priority. Widen the bridge to provide a better walking and cycling link between the station and town."

"It would be great to have an easier route onto the towpath for cyclists."

IMPROVING PEDESTRIAN CONNECTIONS



What is your star rating for the ideas for improving pedestrian connections?

Around 60% of respondees rated the ideas for the improving pedestrian connections as excellent or good.

Which new or improved routes are the most important? Do you have any other ideas?

Many respondents supported the ideas for the timed pedestrianisation of South Street and Potters Street. Most comments related to improving the bridge crossings over the railway line for pedestrians and comments in support of improved cycle infrastructure in the town centre.

A number of comments referenced the need to bring the riverside into the structure of walking routes in the town centre and making this more usable for cyclists, particularly travelling beyond the town centre. The transport modelling now underway in the town centre will allow the testing of many of these ideas.

"There is a need to improve the whole towpath from Bishop's Stortford to Sawbridgeworth in order that it can be used all year round for cycles and walkers. Ideally it would be a hard path as opposed to the current grass and mud"

"Pedestrian bridges are needed across the railway by Aldi and at the junction of Hallingbury Road and London Road"

"Anyone arriving in the town by train is greeted with a confusing and unattractive layout which is not presenting the town at its best"

Key changes to the document:

- Strengthen the reference to an improved towpath connection to Sawbridgeworth and Standsted.
- Review the wording about cycle lanes in order to reference narrow roads.
- Add new east/west cycle connections to p51. This should take into consideration the Town Council's recent work with Sustrans.
- Add reference to new locations for bike parking in the town centre including at the station.
- Strengthen the reference to safe pedestrian routes across the rail line at London Road and Station Road.
- Add the riverside as part of the key routes in the town centre to the plan on p49.
- Add reference to improved walking and cycling routes from existing and new residential neighbourhoods including reference to travel plans and Smarter Choices.
- Add clarification to explain how contra-flow cycling might work on South Street.
- Amend the document to be more explicit about improved walking and cycling routes to schools.

RATIONALISING VEHICULAR MOVEMENT

Do you agree with the timed closure of South Street/Potter Street?

78% of responses agreed with the timed closure of South Street/Potter Street.

- Yes
- No

Do you agree with a new road for all vehicles through the Goods Yard?

88% of responses agreed with the idea for a new road for all vehicles through the Goods Yards.

- Yes
- No

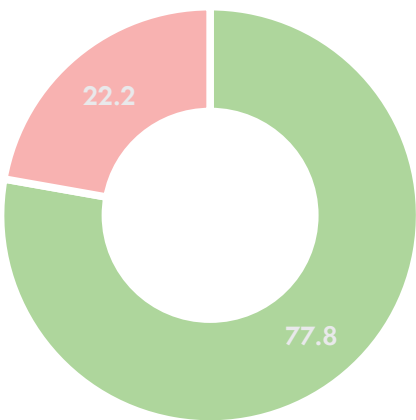
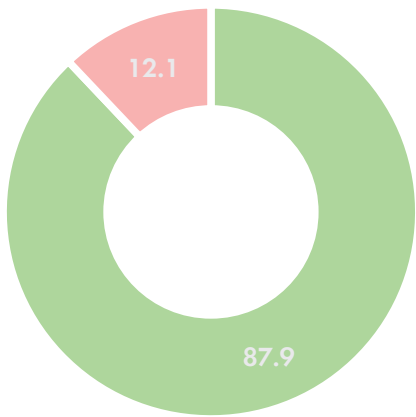
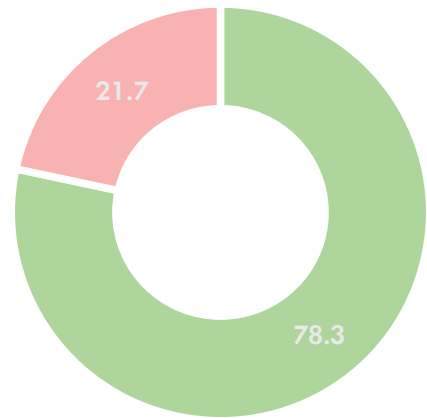
Do you agree with the removal of some one way streets?

78% of responses agreed with the removal of some one way streets in the town centre.

- Yes
- No

Key changes to the document:

- No change - this data provides strong support for the key transport proposals set out in the Bishop's Stortford Town Centre Planning Framework.



Do you have any other ideas relating to movement and transport?

There were a significant number of comments made about the need for additional car parking in the town centre. More detail will be added to the document about the location of proposed car parks and the current short fall.

Other comments reiterated the concerns about traffic congestion in the town centre. A number of respondents suggested a better bus service from new and existing residential areas would have a positive impact on traffic in the town centre.

A number of junctions including the Hockerill junction were highlighted as problem areas which will be explored through the traffic modelling that is now underway.

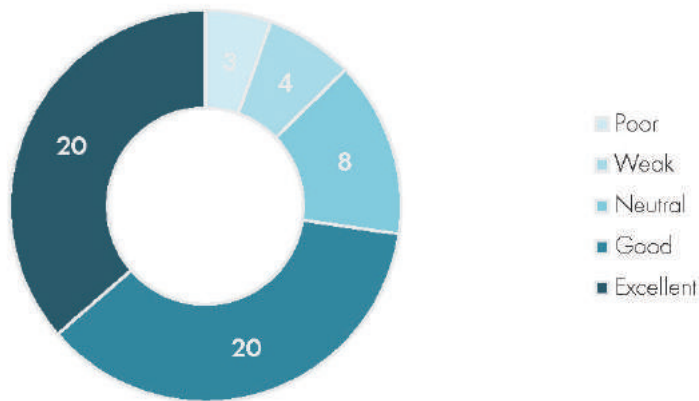
Other detailed comments were made in support of improvements to the station area including a better arrival experience and redevelopment of key sites surrounding the area. A number of respondents highlighted the need for any new link road through the Goods Yard to be carefully designed so that traffic would not have a negative impact on the station forecourt.

"I'm not opposed to growing the town (i.e. more houses) but the town centre is already at gridlock at peak periods due to the volume of traffic"

Key changes to the document:

- Strengthen the reference to improvements to the Hockerill junction on p52.
- Add further detail on additional town centre car parking requirements on p52.
- Add reference to the design of any proposed link road at the station to be carefully planned to mitigate the effect of any traffic on a new station forecourt.
- Add reference to an improved bus service from new and existing residential areas, including new services from Bishop's Stortford North.
- Strengthen the reference in the text on p48 in relation to better connections between the station and Rhodes centre.
- Amend the document to be more explicit about the location of car parks at the Goods Yard.
- Add references into the document about new technologies contributing to easing congestion and managing parking issues including car clubs, pay-on-exit car parking and driverless vehicles.
- Amend the document to be explicit that transport modelling is now underway to test proposals put forward in the framework and by consultees in more detail.

"The foot/cycle path from Grange Paddocks is great but its really poorly lit and suddenly stops - this should extend through Sworder's Field towards the station"



"There is a need to ensure that all new buildings (or those renovated) are in line with the architectural values of a market town"

"The views approaching the town from across the Meads and from the leisure centre are important. The improved towpath has made this an attractive approach to the town "

"I completely agree with the principle of protecting and enhancing views across the town to focal points such as the church"

HISTORIC CHARACTER

What is your star rating for the ideas for enhancing historic character?

Over 70% of respondents rated the ideas for enhancing the historic character of Bishop's Stortford as excellent or good.

Are there other important views or landmarks? Do you have any other ideas?

The most cited views to maintain were towards St Michaels Church from Castle Gardens, the Station and Hockerill junction. Many people also referenced the views from the town centre to the Castle mound and gardens. Other important views included the long views of the town from the Meads, the view down Windhill and the views along the riverside. A number of respondents referenced the negative effect of the flour mill on the riverside.

Many of the comments were in support of new development coming forward that is in keeping with the market town character. Concern was raised about the impact of new development at Jackson Square and recent development on the riverside in the town centre. A small number of respondents were concerned about the impact of a new multi-storey car park on the locally listed Northgate Youth Centre.

Key changes to the document:

- Review the plan and add wording to be explicit that the relationship between the locally listed Northgate Youth Centre and any new multi-storey car park must be carefully designed so any impact is mitigated. Amend the plans and text to describe two options for where a Multi-storey car park could be accommodated - north of the site where it is currently shown, and within the Old River Lane area.
- Strengthen the reference to preserving and enhancing the setting of the listed buildings on Dane Street
- Add 'key views to enhance' on the plan on p55. For example along Dane Street and from Castle Gardens.
- Add to p48 reference to improving the public realm quality of existing lanes in the town centre.
- Add reference to the historic buildings at Hockerill junction which should be protected and enhanced

IMPROVED PUBLIC SPACES

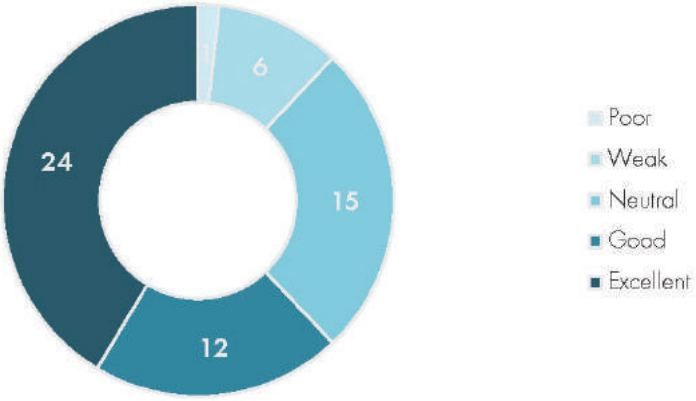
What is your star rating for the ideas for new or improved public spaces?

62% of consultees rated the ideas for new or improved public spaces as excellent or good.

Are there other places where a new public space could be created? Do you have any other ideas?

The most regularly made comment related to enhancing a variety of spaces along the riverside - preserving the natural environment leading to the leisure centre and creating new spaces in the town centre, particularly focused on improving the area around Wetherspoons and the road environment.

An almost equal number of comments related to the importance of a new space at the station and other spaces within the Goods Yard. There was also support for improvements to Castle Gardens and spaces created within development at Old River Lane. Two respondents suggested that improvements to North Street were required, with the potential to pedestrianise this street.

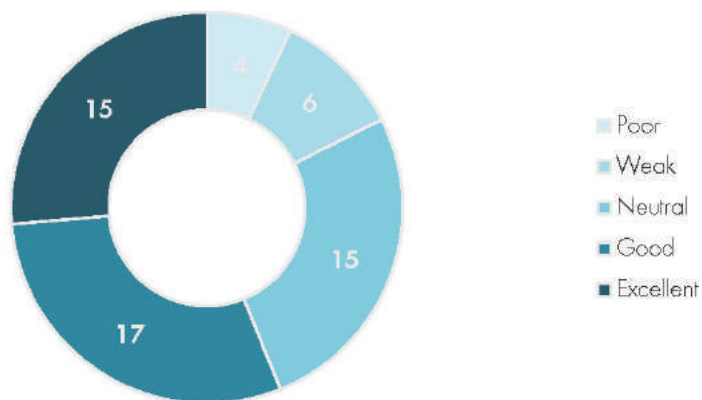


"I would hope that the development of the Goods Yard does include public space and makes use of the river frontage and is not just an assembly of the densest possible hideous identikit blocks and car parks"

"There is a little copse near Waitrose that could be enhanced."

"Opening up the river is a key requirement. It is potentially a huge asset"

- Key changes to the document:**
- Strengthen the reference to the importance of the redesign of Riverside/Adderley Road to improve the connection to the riverside.
 - Expand the description of a new public space at the Poundland site connecting to the riverside (p56).
 - Strengthen references to the importance of landscaping and greening in public realm proposals.



"Bishop's Stortford is a prosperous town and could attract more retail business. "

"There are many empty units in the town at present. I would prefer to see specialist independent shops encouraged to the town rather than large multiples"

"I agree that there may be a case for some more larger retail units but I do not think this should be in the form of a new mall style development in Old River Lane and therefore I welcome the more mixed proposal in this Framework"

IMPROVING THE RETAIL OFFER

What is your star rating for the ideas for improving the retail offer?

56% of consultees rated the ideas for improving the retail offer as excellent or good, compared to 17% who felt they were poor or weak.

Do you have any other ideas?

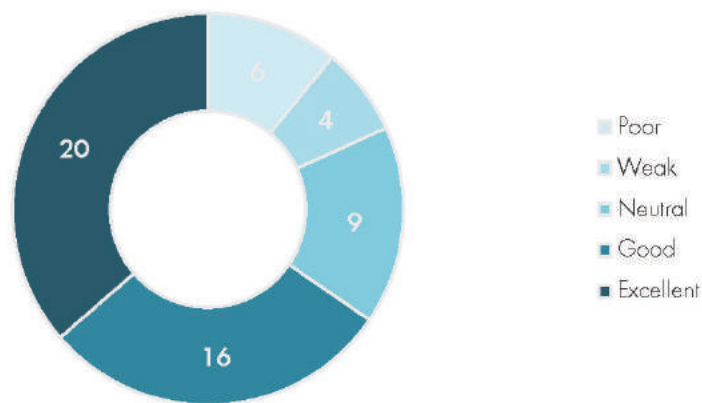
There was support for more retail development in the town centre, however as many respondents were not sure that more detail development was needed. A significant number of comments requested a department store in the town centre or a higher quality range of shops. Equally, many respondents were concerned that there were already empty shops in the town centre and that Bishop's Stortford had significant competition from both London and Cambridge in retail terms and could not support such a significant scale of development on Old River Lane.

Many people were keen to see a greater range of independent businesses to help build a unique attraction for the town and make it a different experience from other local towns. This could include a better street market. Others were concerned about the effect of business rates on independent businesses and felt a higher quality town centre environment was an important part of experiencing the town centre.

Key changes to the document:

- Emphasise the importance of defining the independent offer/what makes Stortford different, and its niche including the market
- Strengthen the explanation of the retail capacity assessment - how has the figure been calculated and what is considered in order to help justify this.
- Add reference that the size and configuration of the retail units is important for modern retailers

IMPROVING THE CULTURE AND LEISURE OFFER



What is your star rating for the ideas for improving the culture and leisure offer?

65% of responses rated the ideas for improving the culture and leisure offer as excellent or good.

Do you think the Rhodes Arts Centre should stay in its existing location?

Around 65% of respondents felt that the Rhodes arts centre should stay in its existing location but with better car parking and further investment to accommodate larger audiences. Many comments highlighted the importance of the centre as a community facility. A number of respondees suggested that this should be the centre of a new cultural quarter in the town centre with a new focus of activity in the current location.

However, others felt that the location was too far out of town and that there was insufficient parking to support the facility. It was suggested that a new purpose built facility near the restaurants in the centre of town would support activity and vitality in Bishop's Stortford. A number of respondents suggested that the town lacks a good music venue.

Which of the alternative locations do you think is best?

One third of respondents felt that none of the alternative options constituted a suitable location and they did not want to see any change. One third of respondents liked the site adjacent to the cinema as a location to form a cluster of evening uses. The final third were equally split between Old River Lane as an alternative adjacent to the existing restaurants in the town centre and Link Road car park. A number of respondents were excited by the potential of the Old River Lane site to encourage people to use the gardens and a development that also created an outdoor venue.

Key changes to the document:

- Rhodes Arts Centre: The document should explain that facilities at the Rhodes Arts Centre need improving and that there is a desire for a more flexible theatre space in the town centre. The existing site should be improved in the context of improvements to the wider area but further work on Old River Lane will continue to test if a new arts centre could be accommodated within this site.
- Review wording and be more explicit about the Rhodes museum staying in the existing location, where he was born.
- Strengthen the requirement for car parking to serve the existing facility and the Maltings. This will be delivered by an improved connection to the station.

A PLACE FOR BUSINESS

What is your star rating for the ideas for improving the town centre as a place for business?

48% of respondents rated the ideas for improving business as excellent or good with a further 33% responding that they felt neutral about the ideas.

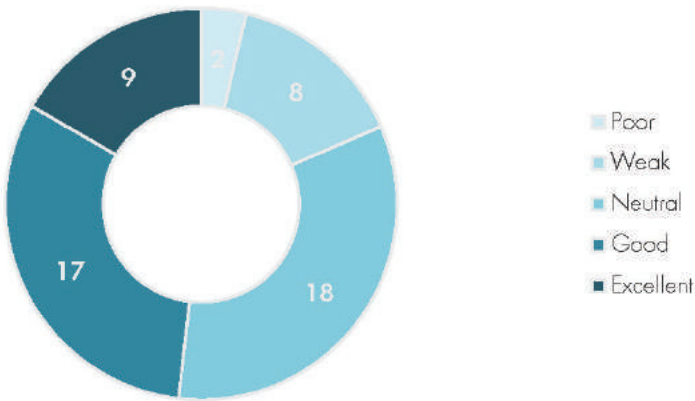
Do you have any other ideas?

There was significant support among respondents for a cluster of office space near the station in the Goods Yard site. Comments included suggestions for space for smaller businesses in the town centre and cited local precedents including The Maltings in Sawbridgeworth or Pardon Mill in Harlow. The market was also felt to be an important visitor attraction and platform for small businesses.

A number of respondents suggested that there needed to be better parking for local workers in the town centre or on the edge of the centre to prevent parking in residential areas and congestion in the town centre.

Key changes to the document:

- Add precedents for workspaces for smaller businesses.
- Consider TC workers' travel and parking needs in parking and transport planning studies
- Strengthen the reference to support for the street market within the document.



"Think bigger. Create a state of the art shopping precinct at the centre and you will create a demand situation across a range of businesses."

"What we need is support for smaller creative businesses run by local people, see The Maltings in Sawbridgeworth which supports a variety of small business, or Pardon Mill in Harlow used by architects, media firms and artists."

OLD RIVER LANE

What is your star rating for the ideas for the Old River Lane area?

52% of respondents rated the ideas for Old River Lane as excellent or good compared to 31% who felt they were poor or weak.

Are there other uses you would like to see here? Do you have any other ideas?

- The three most regular comments related to;
- Ensuring a better connection from the Old River Lane area to the Castle Gardens and the river;
 - Concerns about car parking - not sufficient quantity, the loss of surface car parking or concern about the location of the proposed multi-storey;
 - A suggestion that there is a need for more community facilities within the scheme - a GP surgery, a community hall, youth facilities, adult education and a suggestion that the library could be accommodated within this central location.

- Other regularly made comments focused on;
- A concern that there were too many flats affecting the scale of the proposals;
 - Support for a bigger Waitrose and more shops;
 - Support for new public spaces within the scheme;
 - That the design of the scheme must be in keeping with the market character of the town and be of the highest quality

Key changes to the document:

- Strengthen references within the document and on the plan to connections to Castle Gardens and the creation of new public spaces through lottery funding.
- More detail on car parking to be included on p52.
- Include more explicit suggestions about community uses.
- Review the plan and add wording to be explicit that the relationship between the locally listed Northgate Youth Centre and any new Multi-storey car park must be carefully designed so any impact is mitigated. Amend the plans and text to describe two options for the location of a Multi-storey car park: north of the site where it is currently shown, and within the Old River Lane area.
- Strengthen references to design, massing and key views.



"What is important is to keep a good small town character in this area - so I support the proposed mixed use of the site"

"The library needs to connect to the town better than at present. Moving it to Old River Lane would help this"

"Adequate car parking, adequate car parking!"

"Bishop's Stortford has a distinct lack of entertainment for teenagers. I'd like to see something to that end rather than housing."

"The highest architectural quality will be essential if this is to succeed and the views to/from Castle Gardens and St Michaels Church should be maintained from key points."

THE MILL AREA



"Stortford must make more of a key asset - the river. When the old Sainsbury's car park was built over we lost an opportunity to exploit the river asset. I hope the same mistakes are not made again."

"The Mill should stay! Otherwise Bishop's Stortford becomes another dull commuter town unconnected from any real work. The ideas for opening up the site and improving Dane Street are much needed."

"Encourage new/innovative businesses to move into the area through a revised business offering. It would be good to secure a micro-brewery, gin-distillery or similar, as this would promote the town on a regional/national scale and encourage tourism."

What is your star rating for the ideas for the Mill area and the central riverside?

60% of respondents rated the ideas for the Mill area as excellent or good compared to 13% who felt they were poor or weak.

Are there other uses you would like to see here? Do you have any other ideas?

Many consultees were in support of the proposals, particularly the ideas to open up the river with a new bridge, better towpath and more activity. A number of respondents were in support of the Mill staying in the town centre as an important local employer and were keen to see the area as a hub for interesting food related businesses. Others noted that the Mill had a negative impact on the riverside and were keen to see it relocated out of the town centre.

A number of comments related to the need for a detailed review of traffic movements in this area, the impact of two-way street proposals on the Hockerill junction and the undervalued heritage assets in the area.

Key changes to the document:

- Strengthen wording about heritage assets on Dane Street.
- Review wording about Hockerill junction and the impact of two-way traffic movements.
- Include support for innovative business/tourism opportunities as suggested

THE STATION AND SOUTHERN RIVERSIDE

What is your star rating for the ideas for the Station and southern riverside area?

58% of respondents rated the ideas for the Station and southern riverside as excellent or good compared to 17% who felt they were poor or weak.

Are there other uses you would like to see here? Do you have any other ideas?

The most regularly made comments included concern that there needed to be enough car parking for commuters, new office workers and to serve the town centre. Other commonly made comments expressed concern that there were too many flats being developed and that development should be in keeping with the prevailing height and character in the town centre.

Another regularly made comment was about the importance of a new public space and rationalised layout at the station to improve the arrival experience in the town centre. Many respondents highlighted the need for a clear pedestrian route into the town centre, areas for pick/up and drop/off and a clear bus and taxi area.

- Key changes to the document:**
- Add labels to be explicit about the location of commuter car parking and short stay parking to the plan on p103.
 - Add further explanation about taxi, bus and drop-off locations.
 - Expand the explanation within the document about proposals on South Street, including public realm ideas and redevelopment of other sites including the Post Office site. Add reference that the post office use should be retained in the town centre.



"Need to ensure that there is adequate parking for commuters at the station. This includes additional spaces for bikes. "

"The legibility between the station and high street areas needs to improve"

"I fully support a through-route here to take pressure off Hockerill. It is essential this road is included."

"Development here must be sensitive to the town's heritage"

3. SCHOOLS RESPONSE

East Herts planning officers visited local schools to discuss the Draft Local Plan and Bishop's Stortford Town Centre Planning Framework with local children and teenagers. Officers had very useful discussions which can be summarised as follows:

Item Of Change	Number of comments
A better leisure centre/ more leisure facilities (gym, cinema, bowling alley)	218
Additional shops in Jackson Square/ the town centre	170
More restaurants	167
Wider and improved footpaths	24
Improvement to public transport	17
A better night life	16
Additional housing	14
Additional or improved open space/ greenery	14
Better parks	14
Additional elements to existing leisure facilities (e.g. slides in Grange Paddock)	8
Healthcare	6
Toilets	6
Jobs	3

Key changes to the document:

- Support for leisure and retail space in the town centre - strengthen references to leisure activities for younger people in the town centre referencing youth markets, music events, etc

4. FORMAL REPRESENTATIONS AND EMAILS

Allinsons Flour Mill

- The emerging District Plan states that the Framework will be adopted as a Supplementary Planning Document. Allinsons consider that the purpose of the Framework should be made clearer, that this is a non-statutory supplementary planning document.
- Allinsons aspiration is to ensure ongoing operation of the Mill and contributions to the local economy and therefore support the phased approach to the site. However, the existing operational areas and future operational needs of the business which might arise, must not be undermined by redevelopment around the operational areas.
- In addition to the site numbered 2, the southern end of the upper section of site 1 containing a car park/ storage building to immediately to the north of site 2 is used by Allinsons for its operation.
- Allinsons consider that placing residential use adjacent to the operational factory is not appropriate as it is not compatible with Class B2 operations and would have prejudicial impacts on Allinsons operation.
- Widening of the towpath and new bridge from Adderley Road are supported as aspirations but need to be considered in feasibility and deliverability terms.
- Allinsons are supportive of a two-way street proposals - these would be safer, more efficient and more attractive streets

Waitrose Ltd

- Waitrose is broadly supportive of the Council's plans outlined in the Framework to regenerate this site.
- They have a concern about the redevelopment of the adjacent Council owned surface car park being replaced with a multi-storey car park north of Link Road.
- Waitrose would prefer to see a multi-storey car park developed within the Old River Lane area - adjacent to their store.
- Waitrose would also like to see more detail included about the exact level of replacement parking. It is important to their trading levels that the number of spaces is equivalent or greater.
- Waitrose is not clear how their existing surface car

park is accessed and are concerned about the loss of surface level car parking spaces to allow for a junction to the north of their store.

Liberal Democrats

- Strong support for the creation of a new foot/cycle bridge on Station Bridge, the creation of a new through road at the goods yard, the creation of a new entrance into Waitrose and the Causeway and slowing traffic here, the building of a new short stay car park at the goods yard and a new multi-storey car park at Northgate end.
- They were interested in the concept, but could see disadvantages as well as benefits to the restoration of two-way traffic in Dane Street. They suggested this should be tested through traffic modelling.
- They were interested in the concept, but could see disadvantages as well as benefits of closing the eastern end of Station Road (as it crosses the railway bridge) to traffic. Again, this should be tested through traffic modelling.

Bishop's Stortford Civic Federation

- Supportive of the commissioning of the study, new bridges over the river and a focus on the riverside.
- Concern that proposals rely on private land holdings such as the flour mill.
- Concern that the examples of comparator towns used on p33 are not helpful (larger or tourist destinations).
- Concern that there is too much retail space proposed given online shopping behaviour. It was suggested that retail space should instead be provided within new residential development on the edge of the centre.
- Support for timed-entry of South Street but careful consideration is needed for residential access in the Newton area, Portland Road and Church Street and a better diversion of traffic through to Riverside.
- Concern that it would not be possible to implement two way working on Dane Street given the turning space needed for HGVs.
- The Civic Federation would be pleased to see modelling of the Goods Yard Link and wider town centre and believe that a southern access point into the site is vital.

- Concern that the proposal for a roundel junction at Dane Street/Hockerill Street and two way working on Dane Street would be incompatible given the increase in traffic that could be expected at this junction.
- Suggestions to re-evaluate how the Jackson Square car park functions and to reverse the entry and exit points to help reduce congestion.
- Old River Lane: Concern about extra development and more pedestrian crossings having a negative impact on traffic; support for the redevelopment of Charrington House and 1 The Causeway but not the redevelopment of the surface car parking; concern about cost of development; concern about the impact of proposed multi-storey car park on the former Northgate End primary school and green space; concern about too much retail development and the heart of the town being dragged north.
- Support for the proposals within the planning framework for the station area and are keen to see EHDC work with the developer on a scheme in line with these ideas.
- Do not support the relocation of the Rhodes Centre - improve it's existing location instead.

Other emails

A number of emails were sent directly to the client team. The key messages from these can be summarised as;

- Support for a large scale concert venue in the town centre.
- Concern about the location of the proposed multi-storey car park for town centre users adjacent to existing residential buildings at the Goods Yard.
- Support for new green spaces along the riverside within the Goods Yard application.
- Support for car clubs within town centre residential development sites.
- Review the Town Council's work with Sustrans for a cycleway network in Bishop's Stortford.
- Retain views from the station entrance to St Michaels Church.
- Concern about the air quality at Hockerill
- Concern that the design for access to the riverside should be wheelchair friendly - amend visualisation of Cinema area to show a ramp
- Concern about the hills in the town centre preventing cycling becoming popular. Contra-flow cycling should only be permitted where they are properly segregated.
- Suggestion of greater explanation as to how Potter Street could be closed part of the time.
- The cost of buses is too expensive which does not incentivise their use compared to the cost of car parking
- Further thought required about how car parking at Jackson Square would function in a two-way system.
- Traffic calming and better pedestrian crossing facilities are required on London Road and concern about the closure of the part of Dane Street that crosses the railway.
- Support for new GP facilities in the town centre.

Key changes to the document:

- Update the introduction to the document to be explicit and in line with the description of the planning framework included in the Draft Local Plan. It is intended that the Framework will be amended and adopted by East Herts Council as a Supplementary Planning Document in due course.
- Allinsons have requested that the 'operational' land which is currently used for storage and car parking is removed from phase 1 proposals. Not developing this part of the site would mean that the pedestrian footbridge and connection to the train station could not be delivered. Given these strategic priorities, this part of the site should be retained in phase 1 of the proposals as an aspiration. No change should be made to the drawing but new text will be added to explain that alternative staff car parking and storage would need to be identified for Allinsons in order to release this part of the site while maintaining operational efficiency for the business.
- Review the plan and add wording to be explicit that the relationship between the locally listed Northgate Youth Centre and any new Multi-storey car park must be carefully designed so any impact is mitigated. Amend the plans and text to describe two options for where a Multi-storey car park could be accommodated - north of the site where it is currently

- shown, and within the Old River Lane area.
- Review drawings and show more explicitly the new access road into the Waitrose surface car park from Link Road.
 - Expand the detail included within the document on the existing and future provision of car parking in the town centre.
 - Add reference within the document that a concert venue is an aspiration for the town and could be provided within the existing Rhodes theatre or at a new location in the town centre, or within one of the new schools.
 - Review the location of the Multi-storey car park within the Goods Yard area and distances to existing homes
 - Review the transport section of the planning framework and add reference to car clubs and the proposed Sustrans cycleway.
 - Review viewing corridors across the town centre to St Michaels Church - consider the addition of a view from the train station.
 - Be explicit that transport testing has now taken place to test proposals put forward by the framework in more detail.
 - Add clarification as to how the retail comparitors were chosen and how they are being used
 - Add reference to online shopping habits and explain the impact this is having on the high street. Strengthen the explanation on p58 as to why further retail floor space is required.
 - Amend the visualisation of the Cinema area to show a ramp for disabled access.

5. CONCLUSION

The consultation provided useful feedback on the Bishop's Stortford Town Centre Framework and the document has been amended to reflect the views and comments received. The above report sets out the detailed changes to each section of the framework.

A summary of the more significant amendments are as follows:

- **The status of the document**

Update the introduction to the document to be explicit and in line with the description of the planning framework included in the Draft Local Plan. It is intended that the Framework will be amended and adopted by East Herts Council as a Supplementary Planning Document in due course.

- **Old River Lane**

Review the plans for the Old River Lane area and add wording to be explicit that the relationship between the locally listed Northgate Youth Centre and any new multi-storey car park must be carefully designed so any impact is mitigated.

Amend the plans and text to describe two options for where a multi-storey car park could be accommodated - north of the site where it is currently shown, and within the Old River Lane area. The drawings should also show more explicitly the new access road into the Waitrose surface car park from Link Road.

- **Transport, car parking and cycling**

Expand the detail included within the document on the existing and future provision of car parking required in the town centre. Add the location of short and long term car parking at the station and show options for the location of car parking at Old River Lane. Be explicit that transport testing has now taken place to test proposals put forward by the framework in more detail.

Add more detail to the section on cycling with a strengthened reference to an improved towpath connection to Sawbridgeworth and a new east/west

cycle connection across the town centre. This should take into consideration the Town Council's recent work with Sustrans.

- **Heritage and character**

Add a set of 'key views to enhance' to strengthen the support for improving areas of the town centre and enhancing heritage assets such as the view along Dane Street and the view from Castle Gardens towards Old River Lane. Add further views to be protected to the plan on page 55 including to St Michaels Church from both Castle Gardens and the train station.

- **Retail and town centre uses**

There was support for new retail space in the town centre but more detail is needed on defining the 'USP' or niche. More detail should be added to be explicit about support for independent shops and the desire for a variety of new shops that serve younger and older people. Strengthen the explanation within the document as to why further retail floor space is required and add a reference to online shopping habits and explain the impact this is having on the high street.

- **Rhodes arts centre**

The document should explain that facilities at the Rhodes Arts centre need improving, including access to car parking, and that there is a desire for a more flexible theatre space in the town centre. The existing site should be improved but further work on Old River Lane will continue to test if a new arts centre could be accommodated within this site. The wording in the document should be amended to be more explicit about Rhodes museum staying in the existing location.

APPENDIX

Consultation banners

Flyer

BISHOP'S STORTFORD

TOWN CENTRE PLANNING FRAMEWORK



INTRODUCTION

Working with East Herts Council and the local community, Allies and Morrison has taken a fresh look at Bishop's Stortford town centre and has produced a draft vision and planning framework for the town centre. The framework provides a plan and ideas for improving the town for the next 20 years.

The study takes account of the town's current and future economic role and sets out proposals for movement and design projects. It supports the preparation of the emerging East Herts District Plan and coordinates with the Neighbourhood Plans for the town centre.



1884 1896 1960 2016 2036

Bishop's Stortford historic evolution

FIND OUT MORE AND SEND US YOUR COMMENTS

View the document and leave comments online:
<http://www.eastherts.gov.uk/ORLAutumnConsultation>

have your say!



Colours Textures Details

BISHOP'S STORTFORD

TOWN CENTRE PLANNING FRAMEWORK

THEMES

We have identified eight themes for the Bishop's Stortford Planning Framework to help deliver the vision for the town centre. Under each theme sits a series of key projects which relate to ideas suggested during the public consultation. These are numbered on each plan. Please refer to the draft document for more detail about each project.

Revealing And Celebrating The River Stort



1. A new pedestrian bridge from Adderley Road to the Mill site
2. A widened bridge for pedestrians at Station Road
3. Opportunities for new links to enhance the connection between the main shopping streets and riverside
4. New uses that bring activity to the riverside at the cinema, the All Saints Mill site and Southhill Road
5. Widen the towpath on the eastern bank as a shared route for pedestrians and cycles
6. Explore opportunities to create connections to the riverside on the western bank

Rationalising vehicular movement in the town centre



1. Remove the one way system on Dane Street, Station Road and Riverside to reduce circulating traffic
2. Test the benefits of a new link road for all vehicles through the Goods Yard to relieve pressure on the town centre road network
3. Consider a new multi-storey car park at the station to serve the town centre
4. A new multi-storey car park to serve Old River Lane
5. Explore the potential for timed closure of South Street/Putter Street to improve the pedestrian environment

Establishing a clear pedestrian network in the town centre



1. A new structure of pedestrian routes of Old River Lane connecting North Street and Castle Gardens
2. A new station square and improved pedestrian routes into the town centre and to the riverside
3. Potential timed closure of South Street/Putter Street
4. Strengthen connections from South Street to the riverside and through the Mill site to Dane Street

Protecting and enhancing Bishop's Stortford's historic character



1. Maintains local and townwide views to key landmarks including St Michael's Church
2. Enhance the setting of Water Lane United Reformed Church and the Corn Exchange
- 3a. Define a riverside/industrial heritage townscape guidance area to protect and enhance this distinct character
- 3b. Define a historic market town townscape guidance area to further protect key historic streets

BISHOP'S STORTFORD

TOWN CENTRE PLANNING FRAMEWORK

A network of green and urban spaces



1. A formal landscape space at United Reformed Church
2. Enhance the Market Square and South Street through the potential timed closure of the road
3. A new public space on the riverside between Adderley Road and Dane Street
4. New and enhanced public spaces on the riverside at the cinema, improving access to the towpath
5. Redevelopment of the Goods Yard providing clear links to the town centre and a new station square
6. Improved riverside green spaces at the Goods Yard
7. A new public space by the riverside at the Wharf buildings on Southhill Road
8. Investment in the towpath to include a shared cycle route
9. Ongoing investment in Castle Gardens

A distinctive and quality retail offer



The town centre is an attractive place to shop but there is the potential to diversify and improve the retail offer given its affluent catchment area and demand from retailers for medium to large retail units. Studies have found that there is demand for 4,300 sqm of new retail space by 2026 – and possibly up to 20,000 sqm by 2036.

1. New high quality retail space at Old River Lane
2. New development connecting South Street to the riverside with new shops and cafe spaces
3. Enhanced restaurant and some retail space at the cinema and train station
4. An enhanced cluster of activity on the riverside at Southhill wharfs
5. Investment in the existing high street including public realm and shop front improvements

A new culture and leisure offer for Bishop's Stortford



1. Testing of possible alternative locations for a redeveloped Rhodes Arts Centre with a larger auditorium
2. A new evening quarter at Southhill Wharf with new bars and restaurants by the river
3. Remodel the Cinema to address the riverside
4. Enhance the existing cluster of evening activity at the riverside at Adderley Road
5. Redevelopment of Old River Lane for new leisure spaces
6. Continued curatorial of events in the town centre including street markets and festivals
7. Investment in Castle Gardens to enhance facilities
8. Planned redevelopment of George Puddocks Leisure Centre

The town centre as a place for business



The focus of the town's existing employment is small to medium sized local businesses operating from older buildings. A demand for modern premises in Bishop's Stortford has been identified with 5,000 to 10,000 sqm of new space required.

1. A new cluster of Grade A, modern office buildings at the train station with proximity to transport links and town centre services
2. New small business space along Southhill Road
3. Public realm enhancements to the main shopping streets to support existing businesses



BISHOP'S STORTFORD

TOWN CENTRE PLANNING FRAMEWORK

Placemaking

The Planning Framework for Bishop's Stortford Town Centre is designed as a flexible plan that provides a clear structure and guidance as proposals come forward, without being prescriptive.

The strategy for Bishop's Stortford balances the need to promote change in certain areas of the town centre, where large development sites have been identified, while protecting the fine grain historic centre in others. Under-utilised areas can be better connected into the core town centre and provide new areas for uses to strengthen the viability and vitality of the town centre. The relationship between these areas will need to be carefully managed in order to strengthen and promote the existing character of the town.

Guidance is proposed for the following geographical areas, focused around key sites allocated in the Draft District Plan:

- Old River Lane
- Allinson Mill area and the central riverside
- The area around the train station (Goods Yard) and southern riverside

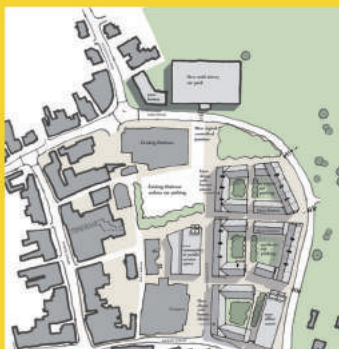


The above outline framework shows the existing development blocks and key routes.

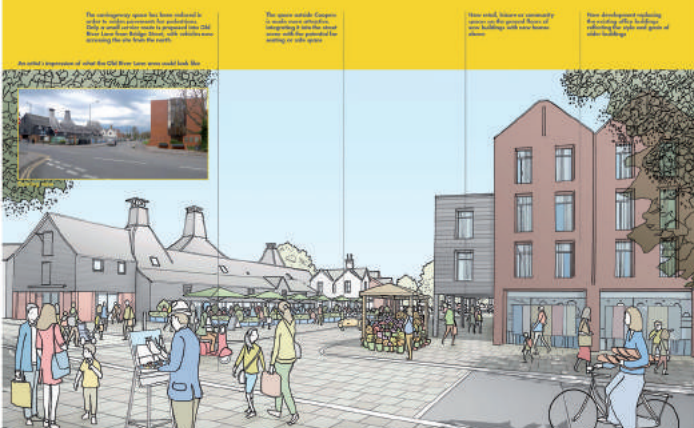
Old River Lane

The adjacent diagram illustrates a set of key opportunities for Old River Lane:

- Extend the retail heart of the town centre and connect the site to North Street via a series of links that reflect the historic character of the existing lanes
- Centre new development along a pedestrian-focused north/south route from Bridge Street to a new multi-storey car park to the north of Waitrose
- Promote a design that respects and enhances the historic grain of the town centre and key assets such as the United Reformed Church, Coopers building and views to St Michael's Church
- Strengthen pedestrian connections from the town centre to Castle Gardens
- Reduce vehicular movement through the site while increasing car parking in the area



The above plan shows the development of Old River Lane with new development blocks along the edge of Castle Gardens, with new houses, shops and offices. These new buildings provide a link to a new north-south shopping destination to retail units and community uses, with a new pedestrian route north of the river.



BISHOP'S STORTFORD

TOWN CENTRE PLANNING FRAMEWORK

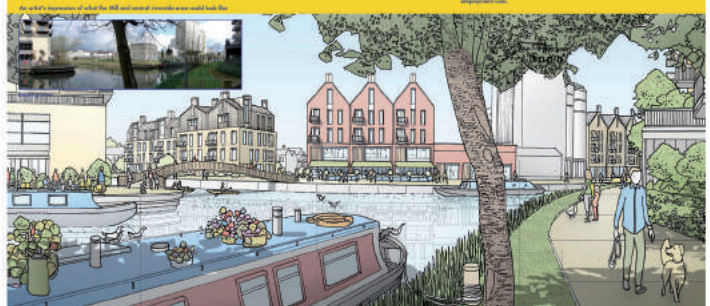
The Mill and Central Riverside

The adjacent diagram illustrates a set of key opportunities for the Mill and central riverside:

- Open up the riverside and promote development that reflects the riverside character, including maltings and warehouse buildings
- A new pedestrian bridge river crossing and connection to Dane Street
- A widened tow-path with the potential to be used as a cycle route
- Support the mill in the town centre while exploring opportunities for a more active town centre facing element such as a flour shop or baking school. Redevelopment of non-active mill buildings will be supported.
- Delivering enhanced mooring provision and boating facilities.
- Improving the setting of historic buildings such as the Registry Office and cottages along Dane Street.



The above plan shows the development of the Mill and central riverside with new development blocks, including maltings and warehouse buildings, and a new pedestrian bridge river crossing and connection to Dane Street.



The above plan shows the development of the Mill and central riverside with new development blocks, including maltings and warehouse buildings, and a new pedestrian bridge river crossing and connection to Dane Street.

The Station and Southern Riverside

The adjacent diagram illustrates a set of key opportunities for the station area and southern riverside:

- Improve the arrival experience and create a clear pedestrian route into the town centre
- Remodel the Anchor Street Leisure Park and improve the riverside frontage and connection to the station
- Reduce congestion issues in the wider town centre with a new road link through the site connecting to London Road
- Strengthen pedestrian connections across the river with new and better crossing points
- Create a cluster of employment uses at the northern end of the site
- New car parking is needed to serve the town centre as well the train station



The above plan shows the development of the Station and southern riverside with new development blocks, including employment uses, and a new pedestrian route into the town centre.



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BISHOP'S STORTFORD TOWN CENTRE PLANNING FRAMEWORK



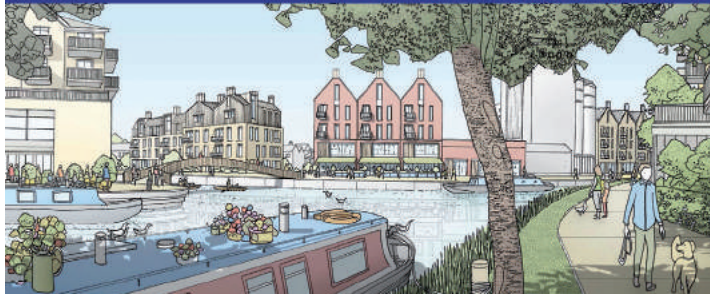
An exciting opportunity to help shape your town centre

East Herts Council's purchase of Old River Lane, a key site in the heart of town, has opened up lots of new opportunities. The planning framework sets out proposals for movement and design projects to improve the whole of the town centre as well as its key development sites.

The document focuses on three key areas in the town centre including proposals for Old River Lane, the Allinson Mill and the train station and river corridor.

The document identifies eight themes to help improve the town centre:

- Revealing and celebrating the River Stort,
- Establishing a clear pedestrian network in the town centre,
- Rationalising vehicular movement in the town centre,
- Protecting and enhancing Bishop's Stortford's historic character,
- Improving the network of green and urban spaces,
- Creating a distinctive and quality retail offer,
- Delivering a new culture and leisure offer for Bishop's Stortford, and
- Promoting the town centre as a place for business.



BISHOP'S STORTFORD TOWN CENTRE PLANNING FRAMEWORK



FIND OUT MORE AND SEND US YOUR COMMENTS

Visit us and meet the team:

10am - 3pm on Saturday 12th November 2016
in Jackson Square Shopping Centre

View the exhibition:

31st October - 13th November in Jackson Square Shopping Centre
14th November - 18th November in Charringtons House
21st November - 23rd November in Charringtons House
24th November - 4th December in the Rhodes Arts Centre
5th December - 8th December in Jackson Square Shopping Centre

Or view the document and leave comments online:

Website: <http://www.eastherts.gov.uk/ORLAutumnConsultation>



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Allies and Morrison Urban Practitioners accepts no responsibility for comments made by members of the community which have been reflected in this report.



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