

# **KIRDFORD CONSERVATION AREA**

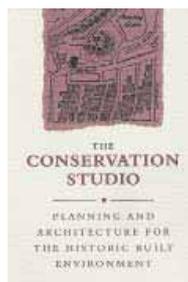
## **CHARACTER APPRAISAL & MANAGEMENT PROPOSALS**

**September 2010**



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## EXECUTIVE SUMMARY

This Kirdford Conservation Area Character Appraisal with its attendant Management Proposals has been produced for Chichester District Council by The Conservation Studio. The survey and desk-top research were undertaken between December 2009 and February 2010, and included a walkabout with representatives from the local community on 26th February 2010.

This document identifies the character and qualities of the Kirdford Conservation Area, highlights key issues, and puts forward proposals for its management over the next five years. As part of the process, the existing conservation area boundary was reviewed and recommendations for a number of changes are included in Section 7.1.

Following the drafting of the appraisal and strategy, a public consultation was carried out from 7th May 2010 for six weeks. After this, a Public Consultations Report was prepared (copies may be obtained from the District Council) and amendments to the text and mapping made as appropriate. Finally, the document was illustrated with photographs and historic maps.

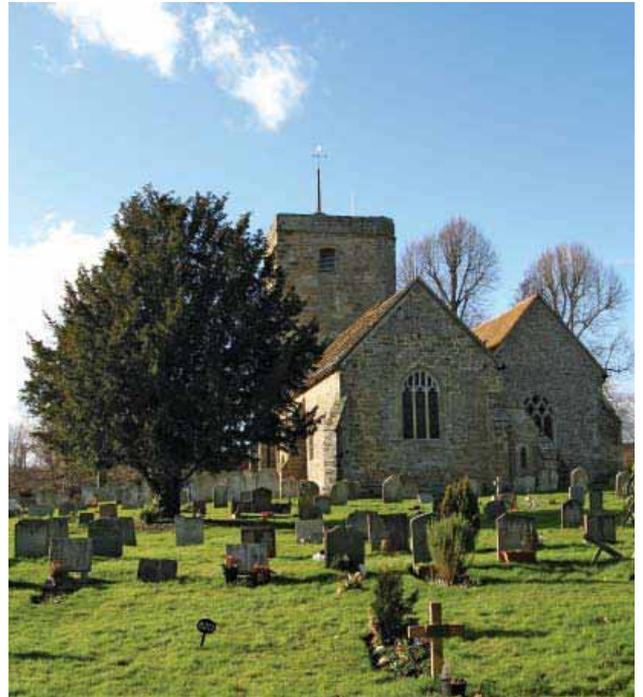
## I INTRODUCTION

### I.1 THE KIRDFORD CONSERVATION AREA

Kirdford is a small village on the northern edge of Chichester District, close to the boundary with Surrey and only about six miles east of Petworth. The settlement is located on undulating countryside, overlooking the meandering course of a small stream (the River Kird) which eventually joins the River Arun.

The modestly sized conservation area stretches out along three country lanes which meet in the centre of the village. Whilst there has been some 20th century housing development to the west and north of the village, the immediate setting of the conservation area is rural, with fields almost completely surrounding the designated area. There is a very high concentration of listed buildings (20 in all) around this junction, all, apart from the grade I listed St John's Church, built for residential uses. These cottages and houses are largely detached and sit in generously sized gardens, and being no more than two storeys high they all retain a domestic scale.

To the north, the lane leads up to an informal village green (Butts Common), with views focused on the grade II listed Foresters Arms Public House and its adjoining former smithy. Wide grass verges add to the rural qualities of the village centre. Whilst this part of the conservation area contains 20th century housing development along the east side of the lane, the newer buildings are generally low key in their impact as they are modestly sized, detached and sit back from the street. On the west side, but currently outside the conservation area, a small group of properties which retain the character of agricultural workers' cottages are proposed for inclusion within the conservation area. Other proposed changes to the conservation area boundary include the addition of the former dairy beyond Pennygate and the extension of the boundary over the river to include listed and unlisted but 'positive' buildings in Bridgefoot. Finally, minor changes to either exclude modern development or to add a property's full curtilage are set out.



*St John's Church*



*Church House with the listed telephone box beyond*

Throughout the village, the use of handmade clay tiles, red or blue brick, and most importantly, the local winklestone (a type of Wealden greensand stone), all provide a distinct character. This is reinforced by the high number of listed buildings which are concentrated around the road junction. Apart from the village hall there are two public houses, one used as a restaurant, and the parish church of St John the Baptist.

## 1.2 SUMMARY OF KEY CHARACTERISTICS

This Character Appraisal concludes that the most significant features of the Kirdford Conservation Area are:

- Small rural village located to the north west of Wisborough Green, close to the boundary with Surrey;
- Overlooks the valley of the River Kird to the south;
- Attractive settings of undulating woodland and fields;
- St John the Baptist's Church is listed grade I and is notable for its Horsham stone slate roof;
- Close by is a cluster of listed buildings, mainly in use as family houses, with large gardens – these are grouped around the junction of three country lanes;
- The lane northwards leads towards Butts Common and the Foresters Arms Public House and is notable for the wide grass verges on either side;
- A second public house, the Half Moon, is now used as a restaurant;
- Twenty listed buildings, some of the houses dating to the 17th century or earlier;
- Use of local Wealden greensand stone (called winklestone), timber framing, red brick, handmade clay tiles, and Horsham stone slates;
- Mainly vernacular building forms;
- An historic stone sign against drunkenness, the adjoining Kirdford seat and sign, and a listed K6 telephone box are notable local features;
- The many mature trees add to the sylvan character;
- Views within the conservation area are relatively limited to vistas along the village green or along the lanes, due to the containment of the trees, buildings and the general topography;
- There are also glimpses across open spaces to the square rather squat tower of St John's Church, with much longer views to the surrounding countryside from the churchyard.



*The River Kird*



*The Foresters Public House*



*Ivy Cottage is timber-framed but the front elevation is faced in winklestone*

### 1.3 THE CONTROL OF CONSERVATION AREAS

Conservation areas are designated under the provisions of Section 69 of the *Planning (Listed Buildings and Conservation Areas) Act 1990*. A conservation area is defined as “*an area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance*”.

Section 71 of the same Act requires local planning authorities to formulate and publish proposals for the preservation and enhancement of these conservation areas. Section 72 also specifies that, in making a decision on an application for development within a conservation area, special attention must be paid to the desirability of preserving or enhancing the character or appearance of that area.

In response to these statutory requirements, this document defines and records the special architectural and historic interest of the Kirdford Conservation Area and identifies opportunities for enhancement. It is in conformity with English Heritage guidance as set out in *Guidance on conservation area appraisals* (August 2005) and *Guidance on the management of conservation areas* (August 2005). Additional government guidance regarding the management of historic buildings and conservation areas is set out within "*Planning Policy Statement 5: Planning for the Historic Environment*" (PPS5).

This document therefore seeks to:

- Define the special interest of the Kirdford Conservation Area and identify the issues which threaten its special qualities (in the form of the ‘Character Appraisal’);
- Provide guidelines to prevent harm and also achieve the enhancement of the conservation area in the form of a proactive strategy for the conservation and enjoyment of the area (in the form of the ‘Management Proposals’).

### 1.4 COMMUNITY INVOLVEMENT

This document has been produced for Chichester District Council following consultation with the local community, including a walkabout with representatives from the local community on 26th February 2010 and a six week public consultation on the draft document which took place from 7th May 2010, starting with an exhibition of the proposals that took place within the village. During the consultation period the draft document and Townscape Analysis Map, showing the proposed boundary changes, as well as copies of the exhibition displays, were all made available to view or download on the Council's website. After the public consultation period, a Public Consultation Report was prepared and subsequently amendments were made to the text and the final illustrated document was produced.

## 2 LOCATION AND LANDSCAPE SETTING

### 2.1 LOCATION AND ACTIVITIES

Kirdford is located in a rural setting on the northern boundary of Chichester District with Surrey. The A272, which connects Winchester to Haywards Heath and beyond, passes a mile to the south of the village, but despite this the village feels relatively isolated although Petworth is barely six miles away to the west. Uses within the village are predominantly residential, with two public houses (The Foresters Arms and the Half Moon, now used as a restaurant), a village hall and the parish church. There are some small commercial units at the site of the Old Creamery in Glasshouse Lane that provide small scale storage/workshop facilities.

### 2.2 TOPOGRAPHY AND GEOLOGY

The village lies on undulating land which overlooks (although it is hidden by trees) the River Kird, a small stream which flows around the southern edge of the village. The centre of the village is relatively flat, but the lane to the river drops down a gentle hill, providing the church with an elevated site which dominates this part of Kirdford. The underlying geology is a type of sandstone (Wealden greensand) which is known locally as winklestone and is still quarried at nearby Fittleworth. This stone forms a ridge which runs roughly east to west. Despite the close proximity of the South Downs, there is no evidence of flint or chalk in the vicinity.



*Looking south-east over the Recreation Ground*

## 2.3 THE LANDSCAPE SETTING

Kirdford lies on a flattish plateau in a rural setting with fields and areas of woodland close by. The valley of the River Kird wraps around the southern side of the village, with the meandering stream and its flat water meadows, crossed by a listed bridge, providing an attractive contrast to the area above. Whilst the conservation area is surrounded on three sides (east, south and south west) by fields or other open spaces (a recreation ground), to the north west and west are areas of housing, mainly added since the 1960s. Herons Farm, with a range of buildings, lies immediately to the north of the village, and further historic farm groups can be found within a few miles on all sides of the village.



View to the north-east from behind Ferrers

In 2003 West Sussex County Council produced a *West Sussex Landscape Character Assessment* which divided the county into 43 areas of distinct character, Kirdford lying within the 'Northern Western Ridges' Character Area. This Character Area forms part of a complex of wooded sandstone hills at the western edge of the Weald which stretches north into Surrey. Of note are the remains of hammerponds in the valleys and other remains relating to the medieval iron industry, namely iron workings and lime kilns. The remains of glassworks are also recorded on the modern map to the north west of Upper Ifold. Around Kirdford are ancient tracks and lanes, and, just outside Petworth, in the Shimmings Valley, can be seen medieval and earlier field systems.

The characteristics of this area are as follows:

- Prominent, wooded sandstone ridges and plateau;
- Steep, horseshoe-shaped escarpment enclosing the Milland and Fernhurst Basins
- Dense woodland cover with coniferous forestry and chestnut on higher slopes;
- Amongst the woodland are areas of fragmented heathland;
- Pasture and rough grazing in clearings and at the woodland edges;
- Hidden valleys and streams in deep gullies within the upper catchments;
- Narrow, twisting, often deeply-sunken lanes;
- Scattered, isolated farmsteads and small groups of cottages;
- Localised linear, suburban development along roads;
- Highly enclosed, secluded landscape, but with some long views across the basins.

The management of this landscape is covered in a further document produced by the County Council in 2005, *A Strategy for the West Sussex Landscape*, which identified the areas of distinctive character and provided guidance on their future management.

## 2.4 BIODIVERSITY

*A Strategy for the West Sussex Landscape* confirms that the North Western Ridges Character Area, on which Kirdford stands, retains important ancient woodland which needs to be conserved and managed to maintain its diverse woodland types, including coppice, hangers and mixed broadleaved woodland. The River Kird and its immediate water meadows also provide a number of varied habitats for wildlife which should be preserved and, where feasible, enhanced, to increase its biodiversity potential.

Within the village, part of St John's Churchyard has been deliberately left to allow the growth of wild flowers and the development of suitable habitats for wildlife – this area is now designated as a Site of Nature Conservation Importance (SINC). As a result of this, owls and bats are frequently seen in the churchyard looking for food.



*Part of St John's Churchyard is now an SINC*

Further information about the ecology of the Kirdford area can be found in the unsuccessful bid to include Kirdford in the new South Downs National Park, but briefly, Kirdford is the centre of the West Weald Woods Project which was started by the Sussex Wildlife Trust and is supported by District Councils in the area, along with the County Council. Kirdford is particularly significant as it lies between the two most important forest sites, namely Ebernoe Common and The Mens, both of which are SSSI's and SAC's. The village, with its extensive tree cover, provides a biodiversity corridor for bats moving from one area of woodland to the next, and 15 separate species have been identified in the area. Nightingales have also been heard singing in the locality.

### 3 HISTORICAL DEVELOPMENT

#### 3.1 HISTORICAL DEVELOPMENT

The area around Kirdford seems to have been used for nomadic hunters in the Bronze Age, between 1700 and 500 BC, as evidenced by the discovery of a number of flint implements of the period. During the Iron Age, the availability of iron ore led to iron smelting, and, in the Romano-British period, a similar availability of clay meant that pottery was also made locally. A Saxon charter of 898 AD confirms the existence of Kirdford (*Cynered's ford*) which was probably at this time no more than a collection of farmsteads. However, it is not mentioned in the Domesday Book of 1086 probably because it formed a part of a much larger manor. Between the 11th and the early 14th century, much of the surrounding woodland was cleared for farming, a process that continued into the period from 1300 to about 1600, when timber was felled to provide one of the raw materials for glass making – Kirdford and Wisborough Green were both important centres. Glass making was a very expensive process and the technology for this industry was brought in by French glass makers who protected the secrets of their trade assiduously. Iron making was also important at this time, again using local timber as well as local ironstone which was quarried out of the greensand ridges around the village.

Within Kirdford, there are two very early buildings, of which the most significant is St John's Church, which is listed grade I. This building retains an early 12th century nave, a north aisle of the 13th century, and a tower of the 15th century. Close by, Church House dates to the late medieval period and is also listed.

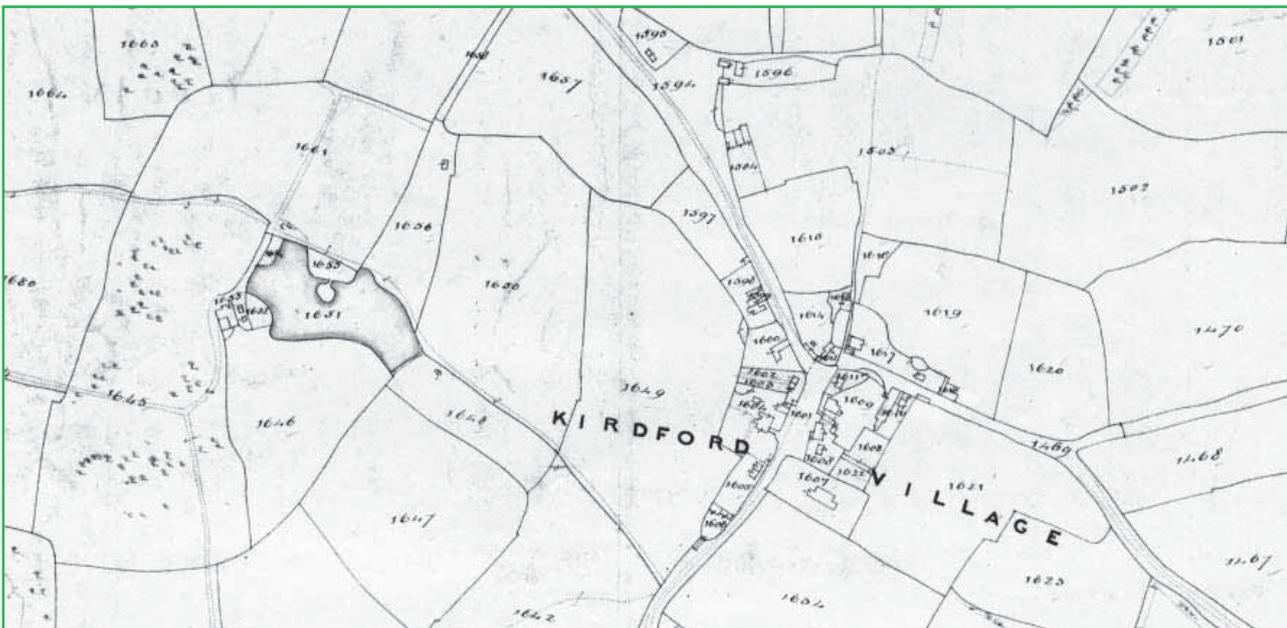


St John's Church

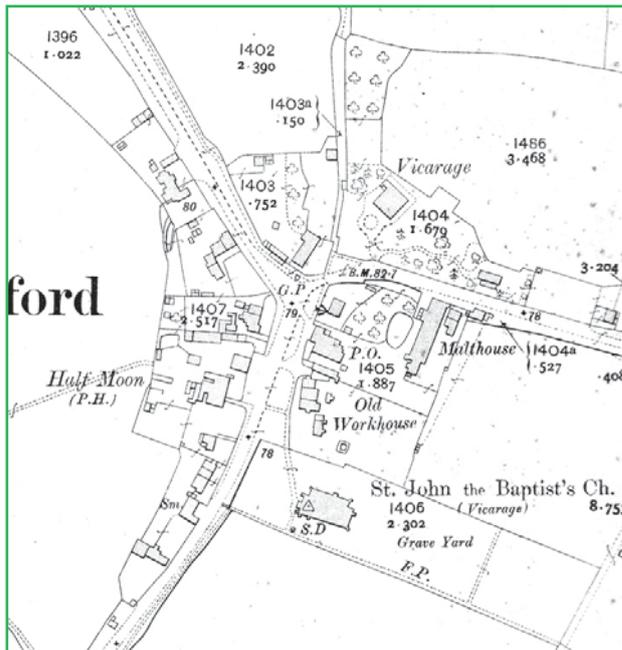


Church House

After the importance of glass and iron making declined at the beginning of the 17th century, agriculture once again became the principal occupation with the establishment of several new farms in and around the village, such as Fountains Farm and Gownfold Farm. The principal crop was corn, although towards the end of the 18th century more mixed farming became more popular. The nearest big house was Shillinglee Park, now in the Parish of Chiddingfold, Surrey, although the present house dates to the 18th century. Several of the listed houses or cottages in the village were built at this time, usually using timber framing which has subsequently been refaced in brick of winklestone (the local building stone). In the 19th century, Little Comptons was used for a while as the Parish Room and village mortuary, and Church House was used as a workhouse. Also within the village was a forge, a house for the verger (now called Vergers), a malthouse, a cobblers and a further public house – the Black Bear.



Tithe Map of 1847



2nd Edition Ordnance Survey Map of 1912

The first school was built in Kirdford in 1819 and a new National School built in its place in 1890 facing Butts Common. In the 19th century one of the most dominant houses in villagers' lives was Ifield Place, owned in the 1860s by John Napper MP, who was a major shareholder in the Wey Arun Canal, which passed just 500 yards from his house. The estate was broken up in the 1930s and the house demolished in 1936, with some of the land being sold to working class Londoners to use as a rural retreat – this led to the development of the modern-day village of Ifold. Other influential families were the Edes, who farmed in Kirdford for over 350 years, and the Downers, who owned Marshalls Farm for over 200 years.

At the end of the 19th century, the market for corn diminished due to foreign imports, so dairy farming became more prevalent. The map of 1912 shows a nucleated settlement, clustered around the road junction with the road to Staples Hill running through a succession of commons. Herons Farm is also shown, then as now the largest farm complex close to the village. To the north, Pound Common is notable for the Tustin Chapel and scattered cottages which lay to either side of the road. A large malthouse is also shown close to the present site of Malthouse Cottage.

From the 1920s onwards fruit farming, based at the north-western end of the village (the Kirdford Growers), was a major local business. The former



This stone building is all that is left of the historic malthouse

National School on the north side of Butts Common was demolished in the late 1960s and a replacement school opened in Townfield in 1969 – houses were then built on the former school site. In 2001 the school closed completely and the site was also developed for housing (School Court). Today the village has expanded slightly and is occupied by families who work outside the village, possibly in Chichester or beyond. There is one public house (the Foresters Arms, with its bowling alley), one restaurant (the Half Moon), and a village hall, built in 1953. A new Village Shop, run by the local community, has recently opened on the Fruit Growers site.

The village was described by Iain Nairn in the Buildings of England series as follows:

*“Kirdford is described as a gracious place in the middle of the Weald, north-east of Petworth. The centre of the village is a small oblong green, not much more than a wide street with a church at the south end. What makes it special is the grand formality of the row of big chestnut trees up the centre. The effect is of a French place done in purely English terms.”*

A community-led Village Plan looking at the period up to 2025 is being drawn up to look at a number of issues including the need for new housing in Kirdford and sports facilities – workshops have been provided by The Glass-House and are being led by a professional town planner supplied by Planning Aid. Other issues include the increase in home working and the loss of the Primary School a few years ago. This group, which includes representatives from the Kirdford Conservation Society, Kirdford CLP, and local stakeholders, could possibly also consider the provision of guidelines for managing change in the Conservation Area, such as the production of a Village Design Statement, as has recently been produced in West Itchenor.

## 4 SPATIAL ANALYSIS

### 4.1 LAYOUT AND STREET PATTERN

The Kirdford Conservation Area is centred on the junction of three roads, one from the east which connects to Wisborough Green, one from the south, which leads back onto the A272 and thence to Petworth (Glasshouse Lane), and one which leads in a north west direction towards Butts Common and thence to Staples Hill and Ifold. The historic buildings which face this junction sit on generous plots with no common building line, although none of them are far from the front boundary. Areas of grass verge, leading up to St John's Church are of note, with several groups of mature trees and some traditional stone paving.



*View towards St John's Church in the centre of Kirdford*

To the north, the road is lined on either side by grass verges which widen to form Butts Common, a village green to the side of which is located the Foresters Arms, now the only village public house. This is owned and managed by the National Trust. Again mature trees and the low density of the development on either side, most of which is 20th century, reinforce the rural character.



*View towards Butts Common*

## 4.2 OPEN SPACES AND TREES

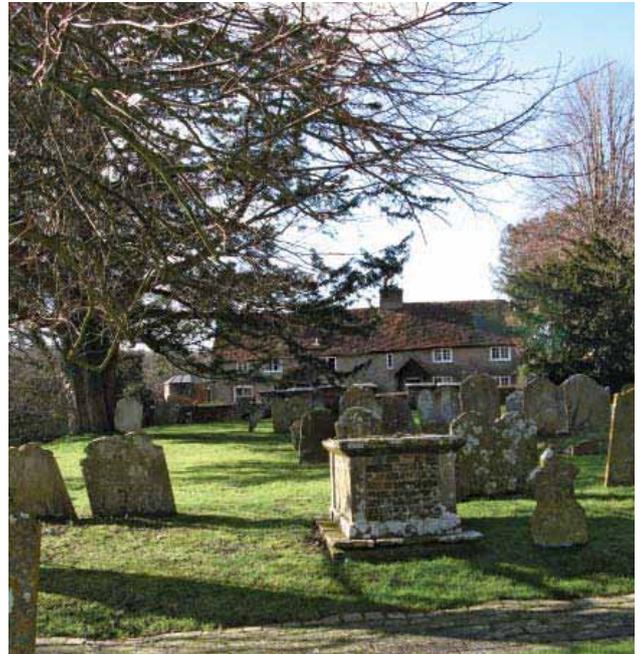
### Open spaces

There are three notable open spaces, the most important of which is Butts Common, which is close to the public house and village hall and therefore helps to provide the village with a discernible 'centre'. Further wide grass verges along Glasshouse Lane, and outside Chestnut House, Church House, Little Comptons and St John's Church (on both sides of the lane), are of note. The importance of this latter space is reinforced by the location of the Kirdford village seat and sign. The churchyard is another important space, with groups of trees and a number of war graves amongst the many headstones. Part of the churchyard is a SINIC.

### Trees

There are many individual or groups of trees in the conservation area and the most notable of these are marked on the Townscape Appraisal Map but are indicative only, so the omission of any particular tree must not be taken as implying that it is of no importance.

Notable trees can be seen around and close to St John's Church (particularly in the churchyard), around Gamel House, where they screen the house from the road, on Butts Common, where they are important in views along the lane, and around garden of the Foresters Arms Public House. Some of the trees are horse chestnuts, such as the ones outside Chestnut House, where they have been pollarded. This row of chestnuts is mentioned in the *Buildings of England* description of the village and is particularly important in views along the street. In and around Butts Common, a number of less mature trees, which may have been planted in the 1960s when the village was expanded, are beginning to make more of a visual impact.



*Trees in St John's Churchyard (Forge Cottage and Ivy Cottage beyond)*

Within all conservation areas, anyone intending to carry out works to a tree greater than 75 mm diameter at 1.5 metres above the ground must give the Council six weeks written notice before starting the work. 'Work' is defined as lopping, topping, or felling. This provision provides the District Council with an opportunity of assessing the tree to see if it makes a positive contribution to the character or appearance of the conservation area, in which case a Tree Preservation Order (TPOs) may be served. This protects the tree from felling or inappropriate lopping. Fruit trees are no longer exempt, although slightly different constraints occur where the tree forms part of a commercially managed forest or orchard.

Tree owners need to be encouraged to look after their trees, to remove any which are dangerous or diseased, and to plant replacement trees where the removal of an existing significant tree has become necessary. The Council's Tree Officer can provide free advice and guidance on which trees need any treatment.

### 4.3 FOCAL POINTS, FOCAL BUILDINGS, VIEWS AND VISTAS

#### Focal points and focal buildings:

There are two focal points in the conservation area, the junction of the three roads in the southern part of the village, and Butts Common in the north. Around the road junction, the high concentration of well detailed but similarly sized listed buildings means that none of the buildings stand out particularly apart from Black Bear (in views on entering the village) and St John's Church, because it sits on a slight mound and is much larger than the other buildings. Looking across Butts Common, views focus on the Foresters Arms Public House, but the building itself is only two storeys so although it can be described as a focal building it is not in any way visually dominant.



*The Black Bear*

#### Views and vistas:

The Kirdford Conservation Area tends to feel rather inward looking and although there are views along the three lanes, these tend to be enclosed by the buildings and trees which lie to either side. The only views out of the conservation area can be obtained from the road from Wisborough Green, over the recreation ground to the squat tower of St John's Church, and from the churchyard itself, looking over towards Churchlands and the fields which surround it, with a line of trees beyond. In many locations, mature trees frame views, and help to screen some of the more modern buildings which lie around the boundaries of the conservation area.



*View from churchyard towards Churchlands*

#### 4.4 BOUNDARIES

Because most of the historic buildings in the conservation area sit back from the pavement, with modest front gardens, front boundaries are extremely important and historically were provided by roughly coursed greensand walls with simple copings made from curved pieces of stone or clay. These walls tend to be low, between two or three feet high. There are however almost as many brick walls, some of them much higher, which presumably date to the 19th century or even later. An example is the low (between three and five feet) red brick wall with a triangular coping which can be seen outside Gamel House. Further along the same road, a much higher brick wall, which once contained the kitchen garden to Gamel House, now surrounds a 1960s house, The Vicarage. Another brick wall about three feet high, also with a triangular coping, surrounds the churchyard.

Hedging is also very popular, some times clipped and sometimes left to grow naturally, and this is often found outside the 20th century houses towards Butts Common although a very neatly clipped hedge provides a suitable boundary to the garden to Pennygate.

A traditional post and rail timber fence outside Old Coach House, a converted barn, fits in with the rural character of the lane, but close by, a less appropriate form of boundary can be seen outside Little Vergers – a stained timber fence with diagonal bracing.



*Former kitchen garden wall to the Old Vicarage, now encompasses the modern vicarage*

## 4.5 PUBLIC REALM

The lanes in the conservation area retain a rural quality which is further enhanced by the wide grass verges, soft front boundaries (various forms of hedging predominate) and the many trees. The lanes generally meander and offset slightly as they converge in the village opening out to provide views of the buildings around the junction. The pavements (where they exist) and street surfaces are generally modern tarmac, although many of the lanes retain their traditional stone kerbs. An attractive sandstone flagged pathway leads from outside Vergers into the churchyard, with Staffordshire blue brick paviors with a criss-cross pattern in the churchyard as far as the church porch, then more sandstone flags from the porch and down the steps into the lane. Whilst the stone paving appears to

be historic, the paviers are more evidently modern, but have been well chosen. Further stone paving, creating a causeway across the grass verge, can just be traced along the east side of the road to Petworth, from the entrance to the churchyard almost to the river crossing. Another example also remains along the north-eastern side of Butts Common, although again it has been almost obliterated by the incremental growth of vegetation.

The occasional litter bin is plain black plastic to a consistent design. There is no street lighting. Overhead cables, presumably providing telephone lines, can be seen throughout the conservation area, but are not particularly detrimental although their removal would be welcome.



*Staffordshire blue paviors in the churchyard*

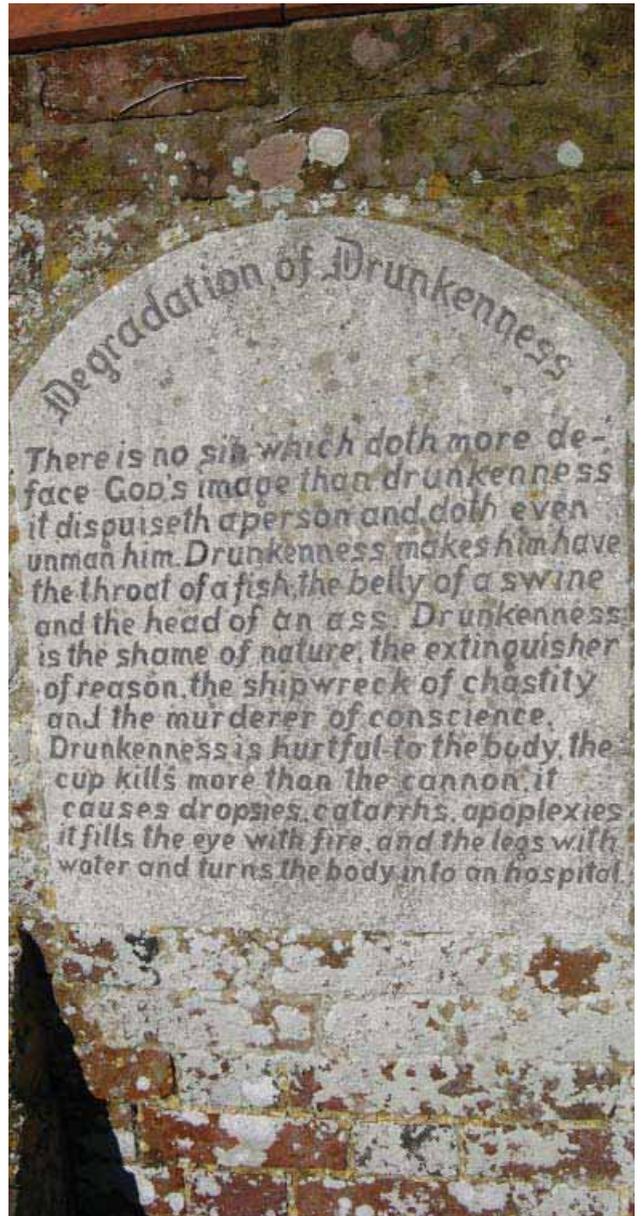
Features of interest include:

- The grouping of the historic buildings at the road junction and their relationship to the convergence of the lanes and grass verges on entering the village;
- The Kirdford village sign and seat – this includes a square stone plinth, a wrought iron village sign standing on a timber post, wooden bench seats on each of the four sides, and plaques which record the historical and social development of the village;



Kirdford Village sign

- A bright red grade II listed K6 telephone box nearby;
- The 'Degradation of Drunkenness' sign outside Gamel House, a 19th century plaque recording the effects of over indulgence;



The 'Degradation of Drunkenness' sign

- A traditional wooden park seat on Butts Common;
- Parish and village notice boards outside the village hall.

## 5 THE BUILDINGS OF THE CONSERVATION AREA

### 5.1 BUILDING TYPES

All of the historic buildings in the conservation area were built for residential uses apart from St John's Church, the village hall, and a few more modestly sized former stables, barns and other outbuildings. These residential properties, nearly all of which are listed, are all two storeys high though some have attic rooms with dormers to the front. Several are arranged as pairs, but the majority are detached. This building type is followed by the 20th century houses which lie within the conservation area, on the east side of the road leading to Butts Common, and although the houses have smaller gardens, the layout and density of the more modern buildings is in accord with the precedent set by the listed buildings further south. Adjacent to the conservation area on the west side of Village Road, fronting onto Townfield, is a former post office and village shop, now a hairdressers.

### 5.2 LISTED BUILDINGS

Kirdford retains 20 listed buildings, the earliest and most significant of which is St John's Church, listed grade I. The earliest part of the building, the nave, dates to the 12th century with a north aisle of the 13th century, a chancel of the 14th century, a square and rather squat 15th century tower, and a 19th century porch. The church is built from iron stone and greensand stone rubble, with a Horsham stone slate roof.



*St John's Church*

The remaining listed buildings were all built as houses and the earliest seems to be Church House, a late medieval timber framed building which was once the village workhouse. Several of the other houses, such as Ivy Cottage and Forge Cottage, are also timber framed (as indicated on the flank wall facing north) but have been refaced in greensand, brick or tiles (Forge Cottage is next to the historic forge for the village which retains most of the old forge equipment). Pennygate is another timber framed house on a slightly grander scale, the original 17th century staircase being visible on the southern elevation, and a part timber framed gable and single bay being just visible on the north. Unusually, this building sits at right angle to the street, the only example in the conservation area apart from Cobblers, which forms part of an L-shaped building. The earlier buildings tend to be more vernacular in terms of their shape, roof form and overall scale, but there are examples of more 'polite' buildings, most notably Chestnut House, a symmetrical three bay late 18th century house. There are also a number of smaller buildings which refer to Kirdford's past as an agricultural settlement, particularly the small stone barn (dated 1816) at the front of Malthouse Cottage which formed part of the now destroyed malthouse. A single storey workshop next to the former Half Moon Public House was built in the early 19th century to provide work at a time of extreme destitution in the village.



Church House



The Angle Cottage



Ivy Cottage (on right) and Forge Cottage



Chestnut House



Pennygate



The K6 telephone kiosk is listed

### 5.3 POSITIVE BUILDINGS

In addition to the listed buildings, a small number of unlisted buildings have been identified on the Townscape Appraisal Map as being *positive* buildings of townscape merit. Buildings identified as being *positive* will vary, but commonly they will be good examples of relatively unaltered historic buildings where their style, detailing and building materials provides the streetscape with interest and variety. Most importantly, they make a *positive* contribution to the special interest of the conservation area. Where a building has been heavily altered, and restoration would be impractical, they are excluded. In Kirdford, these buildings date to the 18th or 19th century.

The 'positive' buildings in the conservation area are:

- Gamel House, a substantial red brick house built as a vicarage in the late 19th century;
- Old Coach House, a sensitively converted barn;



The Old Coach House

- Trerose Cottage, a timber framed building with later additions and alterations;
- The greensand 'garage' to Malthouse Cottage, and the brick 'garage' to Black Bear, both of them actually 'listed' under the curtilage rule.

Just outside the current conservation area but suggested for inclusion is the Old Creamery in Glasshouse Lane. Whilst in a poor state of repair it is of some architectural and historic significance.

The identification of these buildings follows advice provided within English Heritage's *Guidance on conservation area appraisals*, which provides a useful list of criteria in Appendix 2. A general presumption exists in favour of retaining those buildings which make a positive contribution to the character or appearance of a conservation area, so proposals to demolish such buildings should be assessed against the same broad criteria as proposals to demolish listed buildings. This implies therefore that all buildings marked green on the Townscape Appraisal Map will be retained in the future unless a special case can be made for demolition. Again, further information is provided in the Management Proposals.

#### 5.4 LOCALLY LISTED BUILDINGS

Chichester District Council has recently agreed a local building list for the Chichester Conservation Area. However, currently this does not extend to other areas within the District so at present there are no locally listed buildings in the Kirdford Conservation Area.



Church House (on left) and Little Comptons

#### 5.5 BUILDING STYLES, MATERIALS AND COLOURS

Apart from the church, all of the historic buildings in the conservation area are built using local materials and details which can be seen across many parts of Hampshire, Sussex, Surrey and Kent. The buildings are largely two storey and vernacular in their use of materials and details, with steeply pitched roofs, prominent (brick) chimney stacks, small, usually casement windows, and a variety of walling materials. Originally, the buildings would have been built using timber framing, but from the 18th century onwards, when brick became more affordable and also more fashionable, many of the older timber buildings were refaced in brick, sandstone, or clay tile. A very good example is Church House, which retains examples of timber framing, red and blue brick cladding, and decorative clay tile hanging to the flank walls.

Of special note is the use of the Wealden greensand, which is usually cut into rough blocks and approximately coursed. The limitations of this material can be seen on the back elevation to Pennygate, where the stone is laid as best the stonemason could, and in Ivy Cottage and Forge Cottage, with large and smaller blocks laid together but united by the use of soft lime mortar. The weathered colour of this stone, as the name suggests, is a grey - green, rather than the more yellow - orange tinge which can be seen in other parts of Sussex.



Local stone walling in St John's Church, with a Horsham stone slate roof

Red brick is also used extensively throughout the conservation area, often concealing earlier timber framed buildings, such as Church House and Black Bear, where the red brick is decorated with blue brick headers in a chequer-board pattern. Yew Tree Cottage is a symmetrically arranged three bay building, again faced in red brick with blue headers, but with sash windows rather than casements – it appears to date to the early 19th century. The Old Post Office is also faced in red brick with sash windows and a symmetrical façade – again, it appears to date to the early 19th century. A former shop window on the attached single storey extension is a reminder of its earlier role, and should be preserved. Cobblers and The Angle Cottage no doubt retain more red brick, but this has been concealed below more recent painting, or, to the upper storeys, whole sections of clay tile hanging, the red clay of the tile matching the roof tiles and the adjoining brick buildings. Throughout the conservation area, the use of handmade clay tiles for the steeply pitched roofs, which are both hipped and gabled, provide the gently undulating roof forms which are typical of this material. Some of these roofs have later dormers, such as the two on the front roof slope to Church House, regrettably somewhat out of scale with the much smaller casement windows to the first floor.



*The Old Post Office*



*Cobblers on right*

Whilst most of the listed buildings retain their casement windows, several more, where they denote a slightly later date (late 18th or early 19th century), have sash windows, such as Hannahs/Irelands and Chestnut House. Front doors are very varied but include a six panelled door with raised and fielded panels (Vergers) with a similar door with glazed upper panels are Chestnut House next door. Close by, Church House has a simple boarded door, the wood stained dark brown, and a similar very simple doors can be seen on Ivy Cottage and Forge Cottage, the doors protected by modest open porches with tiles roofs. This joinery is usually painted white or a pastel colour.



*Vergers*



*Ivy Cottage (on right) and Forge Cottage*

## 6 NEGATIVE FEATURES AND ISSUES

### 6.1 NEGATIVE FEATURES

The following negative features were noted during the survey work for the conservation area appraisal:

- Minor changes are needed to the conservation area boundary to ensure that the boundary follows legal boundaries includes buildings of local interest;
- Areas of 20th century housing have been built but these are largely set back from the historic core of the village and not particularly obvious;
- Modern development to either side of the road leading to the Foresters Arms, some of which is within the conservation area – although again these buildings are set back with mature hedging or trees which help to screen them;
- Busy traffic at certain times of the day, which can ignore the 30 mph speed limit;
- No shops or other facilities apart from the two public houses (one now a restaurant), the village hall and the recreation ground – a small children’s playground is also close to the Foresters Arms;
- Advertising ‘A’ boards on Butts Common outside the Foresters Arms Public House are rather dominant;
- Other visual ‘clutter’ on Butts Green;
- Overhead cables are evident in some parts of the conservation area;
- Some poor quality modern fences;
- The only public realm features of any note are the traditional stone and pavior pathways between Little Vergers and the churchyard;
- The loss of the historic stone-paved causeways due to the growth of grass and other vegetation over them;
- The poor quality former dairy buildings (although the Old Creamery building is of merit) at the southern end of the conservation area are a detrimental feature –these currently lie just outside the conservation area boundary, but it is suggested that the boundary be extended to include them.

### 6.2 ISSUES

The principal issues which it is considered need to be addressed by the Management Proposals are:

- Six changes are needed to the existing conservation area boundary;
- The need for better management of traffic through the conservation area;
- The protection and enhancement of the rural character of the conservation area;
- The protection and enhancement of the existing front boundaries;
- Site specific improvements:
  - Advertising ‘A’ boards on Butts Common;
  - Overhead wires;
  - General improvements to the public realm.

### I INTRODUCTION

#### 1.1 FORMAT OF THE MANAGEMENT PROPOSALS

Part I of this document, the *Character Appraisal*, has identified the special positive qualities of the Kirdford Conservation Area which make the conservation area unique. Part 2 of this document, the *Management Proposals*, builds upon the positive features and addresses the negative features and issues which have been identified, to provide a series of Issues and Recommendations for improvement and change, including minor changes to the existing conservation area boundary, most of which are the responsibility of Chichester District Council.

The structure and scope of this document is based on the suggested framework published by English Heritage in *Guidance on the management of conservation areas* (2005). Both the Conservation Area Character Appraisal and the Management Proposals will be subject to monitoring and reviews on a five yearly basis, as set out in Section 4.

#### 1.2 THE PURPOSE OF THE MANAGEMENT PROPOSALS

These Management Proposals have been drawn up following the production of a detailed Character Appraisal for the Kirdford Conservation Area. It provides a framework for future actions which are primarily the responsibility of the District Council, although their successful implementation will also depend on the co-operation and enthusiasm of the Parish Council, West Sussex County Council, and local people.

Government policy, as recently set out in PPS5, has made it clear that conservation areas are not necessarily 'preservation' areas. Change is an inevitable facet of modern life and the challenge is to manage change in a manner that does not lose sight of the special historic qualities of a place. These Management Proposals seek to provide a framework for 'managed' change which will ensure that the special architectural and historic interest of the Kirdford Conservation Area is both preserved and enhanced for future generations.

Local authorities are required by law to periodically review their conservation areas and the preparation of Character Appraisals and Management Proposals is part of this obligation. Indeed, in the past keeping Character Appraisals and Management Proposals up to date has been a Key Performance Indicator in the Best Value assessment of local authorities, and as a result, a five year review cycle is now considered to be best practice.

The involvement and approval of the local community in the formulation and delivery of these documents helps to strengthen their status and will hopefully mean that the various actions identified in the Management Proposals will have greater impact and longevity. For Kirdford, this has been achieved by early consultation with members of the community before these documents were drafted. Additionally, the documents were subject to six weeks of full public consultation, commencing with a public exhibition at Kirdford Village Hall from Friday 7th May 2010. Following this, a Public Consultations Report was prepared (copies are available on request from the District Council), the text amended, and the documents illustrated and put on the Council's website.

The proactive management of conservation areas gives clarity and robustness to decision making, which means that issues may be more defensible in, for instance, planning appeals. The Character Appraisal and these Management Proposals will therefore be of use to the District Council when determining applications for change within or on the edges of the conservation area, and for property owners and their agents when considering schemes for refurbishment, alteration or new development. The documents will also be of interest to visitors and to Kirdford's residents and business community, all of whom value the buildings and spaces of the village so highly.

## 2 LEGISLATIVE BACKGROUND

### 2.1 THE IMPLICATIONS OF CONSERVATION AREA DESIGNATION

Designation as a conservation area brings a number of specific statutory provisions aimed at assisting the “preservation and enhancement” of the area.

These are as follows:

- The local authority is under a statutory duty to review designations ‘from time to time’ and to ensure the preservation and enhancement of the conservation area; There is a particular duty to prepare proposals (such as conservation area appraisals, grant schemes or enhancement proposals) to that end;
- In the exercise of any powers under the Planning Acts, with respect to any buildings or other land in a conservation area, special attention must be paid to the desirability of preserving or enhancing the character or appearance of that area;
- Extra publicity must be given to planning applications affecting conservation areas – this is usually achieved through the use of advertising in the local newspaper;
- Conservation Area Consent is required for the demolition of any unlisted building in a conservation area, subject to minor exceptions, and the local authority or the Secretary of State may take enforcement action or institute a criminal prosecution if consent is not obtained;
- Written notice must be given to the Council before works are carried out to any tree in the area, subject to minor exceptions;
- The display of advertisements may be more restricted than elsewhere;
- The Council or the Secretary of State may be able to take steps to ensure that a building in a conservation area is kept in good repair through the use of Urgent Works Notices and Amenity Notices;
- The energy conservation expectations of the Building Regulations (Part L) do not necessarily apply to buildings within a conservation area;

- Powers exist for local authorities, English Heritage or the Heritage Lottery Fund to provide financial grant schemes to assist with the upkeep of buildings in conservation areas, although funds are usually targeted to areas of economic deprivation.

### 2.2 THE CONTROL OF DEVELOPMENT AND CHANGE

The requirements for planning permission

Certain works to dwellings within a conservation area, which are normally considered to be ‘permitted development,’ will require planning approval from the District Council. The overall effect of these additional controls is that the amount of building work which can be carried out to a family house or within its grounds without a planning application is substantially less in a conservation area than elsewhere.

These are:

- Extensions to buildings in conservation areas almost always require planning permission. Therefore, if you are considering carrying out any work, please contact the District Council;
- Planning permission is needed for external cladding to dwellings in conservation areas, for instance using stone, artificial stone, timber, plastic or tiles;
- Planning permission is needed for any alteration to the roof of a dwelling resulting in a material alteration to its shape, most notably the addition of dormer windows;
- Planning permission is needed for the erection of any structure within the curtilage of a dwelling in a conservation area if the cubic capacity exceeds 10 cubic metres. This is especially important for sheds, garages, and other outbuildings in gardens.

Recent changes to the General Permitted Development Order may have provided some changes to the constraints mentioned above, so it is always wise to check with the Council first before commencing any work.

Where a building is statutorily listed, different legislation applies, as all internal and external alterations which affect the special architectural or historic interest of the building require Listed Building Consent. Furthermore, commercial properties (such as shops and public houses), and houses which are in multiple occupation such as flats or bedsits have far fewer permitted development rights and therefore planning permission is already required for many alterations to these buildings.

### 2.3 NATIONAL POLICY AND GUIDANCE

Central government policy on conservation areas, historic buildings and archaeology is contained in PPS5, published in March 2010. Additional guidance is provided in the accompanying *Historic Environment Planning Practice Guide*, prepared by English Heritage. This covers the designation of areas and the responsibilities that stem from designation, including the appraisal of the special interest of conservation areas and the control of development affecting them. These expectations are further developed in separate English Heritage guidance on the appraisal and management of conservation areas.<sup>1</sup>

Further government advice, providing local authorities with the power to reject any development that does not positively contribute to the improvement and regeneration of its setting, is set out in Planning Policy Statement no. 1 (PPS1). Whilst not specifically concerned with conservation areas, it does provide broad support for improving standards of design and sustainability.

The draft Heritage Protection Bill, which seeks to re-designate the country's 'heritage assets', and introduce new procedures for dealing with applications to change them, has been delayed. More information can be obtained from the Department of Culture, Media and Sport (DCMS) or English Heritage.

### 2.4 THE LOCAL PLAN AND THE EMERGING LOCAL DEVELOPMENT FRAMEWORK

At present, the Chichester District Local Plan 1999, the Chichester District Local Plan *Supplementary Information 2000*, and the Regional Spatial Strategy,

as set out in the *South East Plan* adopted May 2009, from the Development Plan for Chichester District. They will eventually be replaced by the new Local Development Framework (LDF), which is the responsibility of the District Council.

The Local Plan 1999 contains several relevant policies. Chapter 2 *Environmental Strategy* contains a description of the Council's aims and objectives relating to historic buildings and conservation areas. The policies relating to these specialist topics are set out in a separate section under *Built Environment: Policies BE4 and BE5 (historic buildings) and BE6 (conservation areas)*. Archaeology is dealt with under Policy BE3.

Some of the policies from the 1999 Local Plan have been 'saved' and are still relevant, pending the production of a Core Strategy for the LDF which will seek to ensure that locally distinctive policies, not already covered by Planning Policy Statements and the Regional Spatial Strategy, are in place.

The Kirdford Conservation Area was designated on 14th November 1984. The Local Plan insert map which is still relevant is map no. 22. This confirms the following designations:

- A conservation area is based on the junction of the roads from Wisborough Green and Petworth with the lane leading north to Butts Common (Policy BE6 applies);
- A Settlement Boundary encompasses most of the village, including the Fruit Packing Station to the north of Kirdford, but excluding The Old Vicarage and properties to the east, St John's Church, and Pennygate (Policy BE1 applies);
- A site has been allocated for possible housing development to the north west of Cornwood (Policy H1 applies);

Copies of the relevant policies are included at Appendix I.

<sup>1</sup> English Heritage - Guidance on Conservation Area appraisals - 2005

English Heritage - Guidance on Management Proposals for Conservation Areas - 2005

### 3 RECOMMENDED ACTIONS

#### 3.1 CONSERVATION AREA BOUNDARY REVIEW

The existing conservation area boundary was drawn up some time ago and in the last ten years or so it has become common practice to expand existing conservation areas to include areas beyond the core of historic buildings, perhaps to include more dispersed historic development or landscape or archaeological features. Boundary reviews also now tend to include recommendations that the designated area is defined by boundaries which follow established legal boundaries, rather than cutting across gardens or through buildings. Following a through review, the following changes are therefore proposed to the Kirdford Conservation Area boundary:

##### 3.1.1 Garden to the Foresters Arms Public House

Add the whole of the back garden to the Foresters Arms Public House, a grade II listed building.

Reason:

- *The current boundary cuts through the back garden of the public house. This garden forms part of the historic curtilage to the public house, as shown on the 1912 map, and also contains a number of mature trees.*

##### 3.1.2 Rear gardens to Butts Cottage, Butts Orchard and Wren Cottage

Add the whole of the back gardens to Butts Cottage, Butts Orchard and Wren Cottage.

Reason:

- *The present conservation area boundary cuts through the back gardens of these properties and it seems logical to include the whole gardens which also share a common back boundary line with properties to the north and south, which are already completely within the existing conservation area boundary.*

##### 3.1.3 Old Coach House and Gamel House

Add the whole of the back gardens to Old Coach House and Gamel House.

Reason:

- *The current boundary cuts through the gardens behind these buildings and the consolidation of the conservation area boundary to follow existing legal boundaries appears logical.*

##### 3.1.4 The Old Creamery site, Glasshouse Lane, and cottages at Bridgefoot.

Add the buildings which lie within this site on the north side of the road to Petworth, below Pennygate. Add buildings beyond the bridge over the river (Bridgefoot).



The Old Creamery

Reason:

- *Whilst the majority of the buildings on the site are 20th century buildings of no architectural interest, one building remains of some merit – a single storey brick building with a brick chimney, called the Old Creamery. Although this building is in poor condition, its retention and possible conversion to a more suitable use would be advantageous, possibly allied to an overall scheme to remove the modern buildings of no value and replace them with appropriately designed single storey buildings.*
- *The buildings beyond the bridge include one grade II listed building (now Bridgefoot Cottage and Millpond Cottage) with brick and weather-boarded elevations below a clay pantiled roof, and an interesting early-19th century terrace of four unlisted but 'positive' cottages (formerly Nos. 1-4 Gownfold Cottages) which are built from red and blue brick with Fittleworth stone side extensions. The roofs are slated.*



*Bridgefoot Cottage*



*Nos. 1 - 4 Gownfold Cottages (No.2 now call Field Cottage and No.4 now called Chestnut Cottage)*



*Nos. 1 - 4 Gownfold Cottages*

### 3.1.5 Cottages on the west side of Butts Common

Add Nos. 1-5 consec. Creamery Cottages and Little Gables on the west side of Butts Common.

Reason:

- Nos. 1-5 Creamery Cottages are well preserved, probably late 19th or early 20th century brick built two storey cottages, with casement windows which break through the eaves with small dormers. The first floor elevations are covered in hand made clay tiles which match the roofs. They are considered to be 'positive'. Next door, Little Gables is a 20th century cottage (possibly dating to the 1920s) of similar proportions with stained weather-boarding above brick. Whilst not particularly historic, this building fits in with its immediate neighbours and together they form a discernible group. Little Gables was originally the home of the owner of the Creamery, and the original Creamery Cottages were built for his workers.



Nos. 1 - 5 Creamery Cottages (centre and right) and Little Gables (left)

### 3.1.6 Blyth Cottage and Sorrel House, Butts Common

Delete Blyth Cottage and Sorrel House on the north side of Butts Common.

Reason:

- These 20th century buildings were built on the site of the former National School, demolished in the 1960s. They are of no architectural or historic interest and do not merit inclusion in the conservation area.

#### RECOMMENDED ACTION 1:

- Designate the six additional parts of Kirdford as part of the conservation area, and delete the area to the north of Butts Common as set out in 3.1.6.



Blyth Cottage and Sorrel House, Butts Common

### 3.2 THE CONTROL OF TRAFFIC THROUGH THE CONSERVATION AREA

Although Kirdford is a relatively remote village, at certain times of the day there is busy traffic through the village which is detrimental to the amenity of the area and can move very fast, despite the 30 mph speed limit.

The Parish Council, District Council and County Council engineers could consider methods of 'traffic calming' to reduce traffic speed through Kirdford, perhaps by the creation of chicanes with priority to vehicles leaving the village. All traffic measures must however be carefully designed, using traditional materials and low key details with the minimum of signage, so that the character of the conservation area is not adversely affected.



*Kirdford village centre*



*Kirdford village centre*

#### RECOMMENDED ACTION 2:

- As opportunities arise, the Parish Council, District Council and County Council will continue to seek ways of improving pedestrian safety and reducing traffic speeds in Kirdford, whilst protecting the special character of the conservation area,

### 3.3 THE PROTECTION AND ENHANCEMENT OF THE RURAL CHARACTER OF THE CONSERVATION AREA.

Kirdford lies within an attractive rural setting with the valley of the River Kird, a variety of open fields, and areas of deciduous and coniferous woodland all enclosing the village. These link with the wide grass verges, Butts Common, and the many mature trees, to provide a very rural character to the conservation area. This character needs to be reinforced and protected by the careful control of new development.

The District Council already has policies in the Local Plan which apply to the Kirdford Conservation Area, most importantly Policy BE6 which seeks to protect conservation areas from unsuitable development or change. In addition, listed buildings are protected by Policies BE4 and BE5. However, there will inevitably be pressure for extensions to existing buildings and, possibly, for replacement dwellings (though not obviously where the buildings are not listed or 'positive').



*The rural setting to Kirdford*

The District Council, assisted by advice from the Parish Council, needs to be constantly vigilant to ensure that new development is to an appropriate scale and height, and uses materials which blend in with the surrounding buildings and which continue or reinforce the rural character. Extensions will need to be sympathetically detailed and should not overwhelm the garden in which the building sits. Existing plot ratios should be maintained or at least only slightly increased.

#### RECOMMENDED ACTION 3:

- The District Council will ensure that all new development within or on the edges of the conservation area is carefully designed and sympathetic to its surroundings.

### 3.4 THE PROTECTION AND ENHANCEMENT OF EXISTING FRONT BOUNDARIES

Front boundaries within the conservation area are usually made from brick or from the local greensand stone, and are varied in height from only about three feet to over eight feet. These walls make an important contribution to the character of the conservation area. During the survey work for the Kirdford Character Appraisal, it was noted that these walls have been removed in several places, sometimes to be replaced with car parking, such as can be seen outside the former Half Moon Public House. Whilst it is currently not possible for the District Council to provide grant aid to assist householders to rebuild lost walls, or else provide new walls in appropriate locations, the Council does nevertheless support in principle the concept of new stone or brick walls where they would make a positive contribution to the special character of the conservation area. The loss of any more stone or brick walls can be controlled by the District Council either because they are listed or under existing conservation area legislation (where the walls are over one metre in height facing the highway). Additionally, the use of non-traditional front boundary treatments, such as the wooden fencing to Little Vergers, will be discouraged.



Brick wall to St John's Churchyard

#### RECOMMENDED ACTION 4:

- The District Council will continue to protect existing stone or brick walls from demolition and will encourage property owners to rebuild old walls where they have been lost, as well as the provision of new stone or brick walls in appropriate places.

### 3.5 SITE SPECIFIC IMPROVEMENTS

#### 3.5.1 Advertising 'A' boards on Butts Common

These rather prominent boards, of which there are currently three, have been put on the Butts Common by the owners of the Foresters Arms Public house to advertise various promotions throughout the week. It is considered that the boards are not sympathetic to the rural character of Butts Common and do not enhance the special interest of the conservation area. However, it is accepted that the owners of the public house need to draw in customers and that some advertising might be justified.



Signs on Butts Common

It is suggested that the District Council, the National Trust, and the licensee of the Foresters Arms meet to discuss ways in which the commercial needs of the public house can be met without detracting from the special qualities of this part of the Kirdford Conservation Area.

- ACTION BY: The District Council, the National Trust and the licensee of the Foresters Arms Public House.

### 3.5.2 Overhead wires

Overhead wires, and large telegraph poles, are unwelcome intrusions in some parts of the conservation area. Subject of course to the necessary funding being made available, the undergrounding of these wires would be highly advantageous.



*Overhead wires next to the Old Coach House*

- ACTION BY: British Telecom in partnership with the Parish Council and the District Council'.

### 3.5.3 General improvements to the public realm

Kirdford contains very utilitarian pavements, a variety of public seats, such as the concrete seats in the Recreation Ground, a few litter bins, and various street name plates, none of any special merit. The adoption of a common palette of products and materials, perhaps for all of the District's conservation areas, would provide some cohesion and minimise the impact of ad hoc changes. Funding permitting, the exposure of the old stone causeways in the village would also be welcome.



*Consider exposing the historic paving in Glasshouse lane*

- ACTION BY: The District Council in collaboration with the relevant Parish Councils and West Sussex County Council.

## 4 MONITORING AND REVIEW

The efficient delivery of a conservation service requires regular monitoring of change and the agents of change. The District Council is expected to undertake:

- Periodic reviews of the effectiveness with which the service addresses pressures for change;
- Updating of the baseline photographic survey of the Kirdford Conservation Area on a four-yearly basis;
- Review the Kirdford Conservation Area Character Appraisal on a five-year basis;
- Annual review and updating of the Kirdford Conservation Area Management Proposals.

## 5 ACTION PLAN

The actions below, most of which are the responsibility of the District Council, are based on the Recommended Actions in Chapter 3 of the Management Proposals, and include further actions which are considered necessary to ensure that the Kirdford Conservation Area continues to be 'preserved and enhanced' by the relevant authorities.

**Immediate project (6-18 months)** are generally those that can be adopted without reference to other programmes including resource planning. They will be capable of being completed within the next year:

- Formal adoption of the Conservation Area Character Appraisal as a material consideration in determining planning applications and to inform future historic environment policies;
- Formal adoption of the Management Proposals as a supporting document to a potential future Historic Environment Supplementary Planning Document (SPD);
- Make amendments to the Kirdford Conservation Area boundary as proposed in the boundary review (Recommended Action 1).

**Medium-term projects (18 months – 3 years)** are those that require preparation but should be completed within three years:

- The Parish Council, District Council and County Council will consider ways of improving pedestrian safety and reducing the speed of through traffic in the Kirdford Conservation Area (Recommended Action 2);
- Seek improvements to the specific sites as set out in Chapter 3 Section 5 *Site specific improvements*.

**Continuous tasks** require regularly revisiting:

- Preserve listed and 'positive' buildings in the Kirdford Conservation Area from unsuitable alterations, extensions or demolition through the usual development control procedures.;
- Ensure that development control practice guarantees that all new development in the Kirdford Conservation Area is of the highest quality, with particular reference to rooflines, height, bulk, materials and details;
- Monitor changes in the Kirdford Conservation Area, including producing and the regularly updating a photographic baseline for the conservation area, which should never be more than four years old;
- Review of the Kirdford Conservation Area Appraisal on a five year basis;
- Carry out a review of these Management Proposals on an annual basis.

## 6 CONTACT DETAILS

For further information about the Kirdford Conservation Area please contact:

The Design and Implementation Team  
Chichester District Council,  
East Pallant House,  
1 East Pallant,  
Chichester,  
West Sussex PO19 1TY.

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## **APPENDICES**

APPENDIX 1 RELEVANT LOCAL PLAN POLICIES

APPENDIX 2 MAP 1 TOWNSCAPE APPRAISAL MAP/CA BOUNDARY REVIEW

## APPENDIX I RELEVANT LOCAL PLAN POLICIES

Policy BE6, Policy BE1, and Policy RE4

### Policy BE6 Conservation Areas

‘Within designated conservation areas and their settings the District Council will seek to preserve or enhance the special architectural or historic character or appearance of the area and will refuse applications where:

- (i) They include new buildings or extensions or alterations to existing buildings (including shopfronts) which are of inappropriate height, scale, materials or design, to accord with the character of the conservation area;
- (ii) The proposals by reason of their bulk and height would obstruct or adversely affect views of buildings which are effective in helping to maintain the historic character of the conservation area;
- (iii) The proposals fail to respect the existing historic layout and street pattern of the conservation area and the surrounding settlement (including passageways, alleys and public open spaces);
- (iv) The proposals would result in the loss of trees, walls or other means of enclosure which are important to the character of the conservation area.

There will be a presumption in favour of retaining buildings which make a positive contribution to the character or appearance of conservation areas’.

### Policy BE1 Settlement Boundary

This policy concerns the Settlement Policy Area boundaries which are shown around some of the settlements in the District, including Kirdford.

This Policy states:

‘Development will be permitted within these areas providing it is in accordance with the Built Environment Policies and Policies RE7, RE8, C10 to C12, TR1, TR6 to TR8, HI to H8, H10, H11, B1 to B3, B7, B8, S7, R1, R3, T1 and T2’.

### Policy RE4: Areas of Outstanding Natural Beauty – Chichester Harbour and Sussex Downs: Protection of Landscape and Character

‘Areas of Outstanding Natural Beauty will be conserved and enhanced. Any development which would be harmful to their visual quality or distinctive character will not be permitted except in compelling circumstance:

- Need for development essential for agriculture or forestry or for quiet informal recreation, for roads, the extraction of minerals or the deposit of waste may exceptionally be regarded as compelling provided that the proposal cannot be located or designed so as to meet these needs without giving rise to such harm;
- Applications for roads, mineral working or waste disposal will be subject to the most rigorous examination because of the possible impact of such development on natural beauty. Major developments for any purpose are likely to be inconsistent with the designation of areas of outstanding natural Beauty and any applications will need to be accompanied by environmental assessment; they will be permitted only if there is an overriding national interest and no acceptable alternative location is available;
- Any development permitted will be required to be in sympathy with the landscape and designed and sited so as to enhance visual quality and minimise noise disturbance; particular attention will be given to the setting and to the off-site impact to any traffic generated and any consequential highway improvements on the character, appearance and amenity of villages or the countryside;
- Development outside but near to a designated Area of Outstanding Natural Beauty will not be permitted if it would be unduly prominent in, or detract from, views into or out of the Area of Outstanding Natural Beauty (particularly from roads, Rights of Way or other public places), or would otherwise threaten public enjoyment of the Area of Outstanding Natural Beauty’.

### Policy BE3 Archaeology

The destruction of or damage to scheduled ancient monuments and other features and sites of archaeological interest by development will be prevented wherever possible. There is a presumption in favour of the preservation in situ of important monuments. Where proposed development is likely to affect a known or suspected site of archaeological interest, one or more of the following requirements will be imposed.

#### *Archaeological assessment and field evaluation*

- (i) Applicants will be required to include, as part of their research into the development potential of a site a desk-based archaeological assessment and where appropriate a field evaluation of the archaeological remains. A statement of the findings will be required to accompany the planning application.

#### *Preservation in situ*

- (ii) In order to secure the preservation in situ of important archaeological features and their settings, the district planning authority may require developers to modify their proposals. In appropriate cases, the use of conditions or the completion of an agreement under section 106 of the town and country planning act 1990 may be required to secure a modification. Planning applications must indicate how preservation in situ will be secured.

#### *Arrangements for excavation, recording and publication*

- (iii) If the district planning authority decides that the preservation in situ of archaeological remains is not justified and that development resulting in their destruction should proceed, it will satisfy itself before granting planning permission that the developer has made satisfactory provision for the excavation, recording and publication of the remains before development commences. Such work will be carried out to a specification approved by the district planning authority. In appropriate cases, an agreement under section 106 of the town and country planning act 1990 will be required to secure the investigation.

#### *Conditions to secure excavation and recording*

- (iv) Where the district planning authority has decided that preservation in situ is not justified, it may

impose a condition prohibiting the carrying out of development until excavation and recording have been carried out in accordance with a written scheme of investigation submitted by the applicant and approved by the district planning authority, such schemes shall include proposals for the publication of any findings.

#### *Watching brief*

- (v) The developer will be required to give notice to the district planning authority of an intention to commence development and to satisfy the district planning authority that adequate provision has been made for access and subsequent observation and recording of any finds and other evidence which may be revealed during the development works. The developer will also be required to notify an archaeologist approved by or appointed by the district planning authority of any items unearthed during development which he knows or suspects to be of interest, and to allow adequate time for records to be made by the archaeologist.

#### *Field monuments*

- (vi) Where development is likely to affect adversely the setting of a nationally important field monument whether scheduled or not, permission will be refused.

### Policy BE4 Buildings of Architectural or Historic Merit

The district planning authority will place a high priority on protecting the character and appearance of all buildings of architectural or historic interest.

The district planning authority will have special regard to the desirability of preserving listed buildings and their settings. There will be a presumption in favour of the preservation of such buildings, including their settings and any features of architectural or historic interest, unless a convincing case can be made for demolition or alteration.

Development affecting a listed building which would result in the loss of character of an area will similarly be resisted.

### Policy BE5 Alterations to Listed Buildings

Where listed buildings are to be altered or extended the design, detailing and materials must be appropriate to the character of the listed building.

## **APPENDIX 2      MAP**

KIRDFORD CONSERVATION AREA TOWNSCAPE APPRAISAL /CA BOUNDARY REVIEW MAP