



EARNLEY CONSERVATION AREA

CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

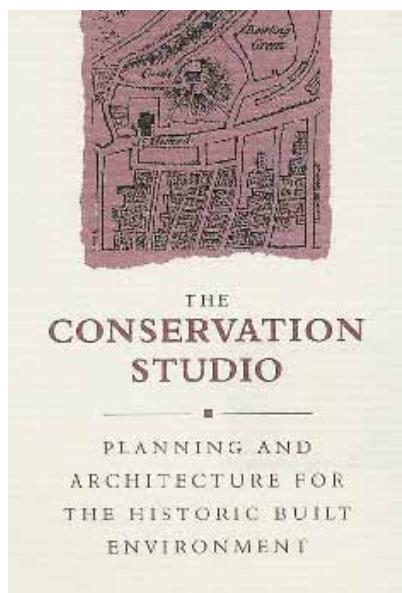
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EARNLEY CONSERVATION AREA CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

On the 5th September 2006 Chichester District Council approved this document as planning guidance and therefore it will be a material consideration in the determination of relevant planning applications.

Cover: Map of Earnley 1875



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PART I EARNLEY CONSERVATION AREA APPRAISAL

I INTRODUCTION

This document has been produced for Chichester District Council following consultation with the local community. Local authorities are required by law to preserve or enhance their conservation areas and part of that process is the production of a character appraisal to explain what it is important about the area.

Part I of this document therefore defines the key elements that contribute to the special historic and architectural character of the Earnley Conservation Area, and identifies negative features (the issues) which might be improved. Part 2, the Management Proposals, sets out a programme for further work, based on the issues identified in Part I. This process involves a thorough review of the existing conservation area boundary and provides a number of suggestions for change.

The Character Appraisal concludes that the most significant features of the Earnley Conservation Area are:

- Small conservation area centred on the meeting point of three roads;
- Spacious and informal layout of buildings;
- Large gardens with trees, hedging and flint boundary walls;
- Medieval church centrally located on a small green;
- Earnley Manor sits back from the green, well concealed by tall trees;
- Substantial range of flint barns recently converted to houses;
- Earnley Place is another important listed building;
- Small flint or brick cottages on north side of the green;
- Some low key modern development.

The Management Proposals make the following recommendations:

- The Parish or the District Council could provide funding for a new seat in Drove Lane. The County Council could arrange for its street signage and the road surface to be repaired and overhauled as necessary;
- All new development, including any changes to the existing boundaries of the buildings in the conservation area should follow the 'Good Practice Guidance' included in Appendix 3;
- Amend the conservation area boundary to include:
 - The large landscaped area and tree group to the south of Earnley Place and the historic outbuilding to the east of Earnley Place;
 - The green areas to the south and east of Manor Farm Barns;
 - The whole curtilage of Manor Farm House to the east of the conservation area.
- Recognize Oak Lodge at Manor Farm Barns as 'positive' and amend the Townscape Appraisal map to recognize Gate House to the east of Earnley Place as a 'positive' building, which was previously misidentified as the building to the north of Gate House;
- Establish a 'Local Buildings List' to recognize and where necessary control alterations to the historic environment;
- Adopt Article 4 directions for the control of minor alterations to unlisted dwellings within the conservation area.



Earnley Church

2 LOCATION AND LANDSCAPE SETTING

2.1 LOCATION

Earnley is located on the western side of the Manhood Peninsula, between West Wittering and Selsey. The seashore lies just over a kilometre to the south. The main centre of Chichester is some 11 kilometres to the north-east.

2.2 TOPOGRAPHY

The Manhood Peninsula is a very flat area, enclosed by sea or harbour on three sides. The modern map shows a few well-spaced contours, never more than five metres above sea level. The area is criss-crossed by deep drainage ditches and small streams and ponds are common. Earnley lies slightly above sea level, with the five metre contour passing through the village. A small stream drops down through the village from north to south skirting Bracklesham on its way to Pagham Harbour. Deep ditches lie along the local roads to provide additional drainage. The flatness of the topography provides long views across flat and marshy fields towards the beach, concealed by banks of trees.

2.3 RELATIONSHIP OF THE CONSERVATION AREA TO ITS SURROUNDINGS

Earnley is located slightly inland and this no doubt was to protect it from the sea, now kept at bay by a shingle bank but superseded by the new defences of the Medmerry Managed Re-alignment Scheme. These are built inland from the coast to allow the formation of a new intertidal area seaward of the new defences.

The village is surrounded by open countryside, providing an attractive setting on all sides, apart from the west, where some limited modern development has impinged. Historically, Earnley stood on the edge of Earnley Marshes, leading to Ham Marshes, which separated Selsey from the rest of the Manhood Peninsula. This land has now been drained but remains very flat.

To the north-east of Earnley, a large tract of land, which once belonged to Earnley Grange, is now a

vast complex of glasshouses and nurseries around the hamlet of Almodington. East Wittering, which lies one kilometre to the west, is another 20th century development with many Post-War houses and more holiday facilities. Beyond East Wittering is Cakeham Manor House, a 16th century grade II* listed building which has strong historical connections with Earnley.

A public footpath links Earnley Grange with Earnley and thence, via Drove Lane, to the coast at Bracklesham Bay.

2.4 GEOLOGY

Beneath the southern part of the Manhood Peninsula, the underlying geology is formed by the Bracklesham Beds, dating to the Eocene period and composed of richly fossiliferous sands which are exposed at low tide between Selsey Bill and East Head close to West Wittering. The Bracklesham Beds produce sands and gravels suitable for rough grazing. Scattered along the beaches of the Selsey Bill are blocks of pale brown or grey stone, known as septaria.

Around the Manhood Peninsula are deposits of London Clay, with areas of Brickearth above, providing the raw material for brick making and suitable for agriculture. Beneath Chichester are the Reading Beds, a layer of red and orange clays which were deposited as alluvial mudflats and beyond the city, the South Downs provide a source of flint and chalk for lime.

2.5 BIODIVERSITY

The farmland around Earnley consists mainly of permanent grass, used for grazing animals. Deep drainage ditches cut across the landscape, providing good habitats for a variety of small mammals. The lack of any large areas of woodland means there is little cover for foxes, badgers, or other wild animals. There are no special designations of any of the land in the immediate vicinity.



View eastwards from the south of Earnley Manor barns

3 HISTORIC DEVELOPMENT AND ARCHAEOLOGY

3.1 HISTORIC DEVELOPMENT

The name Earnley is taken from two early English words, "Earn" – an eagle, and "Leah" – a clearing in the wood. These lands equated in the medieval period to the Hundred of the Manhood, a name derived from "la Manwode", meaning "the common wood". Earnley is located close to West Wittering, where a *monasterium* was established in c.AD 740.

In 1086, at the time of the Domesday Survey, although Earnley is not mentioned, the land around Earnley was held by Lord Roger Montgomery and by the ecclesiastical authorities, who soon afterwards started building a new church in West Wittering, of which some 11th century stonework still remains in the nave wall. The nave of Earnley Church dates to the 13th century, although the chancel is 14th century. Earnley Manor was built as a fortified and moated house, probably in the 13th century but possibly slightly earlier, although the current building is mainly 18th and 19th century. From the late medieval period until the 1970's, the hamlet comprised just the church, the manor with associated farm buildings, a few labourers' cottages, and the vicarage.

There are strong connections between Cakeham Manor House and Earnley. In 1519 Bishop Sherborn rebuilt Cakeham, adding a two storey range to the west and a tall brick tower, which is today the most striking feature. In 1522 the church leased the manor



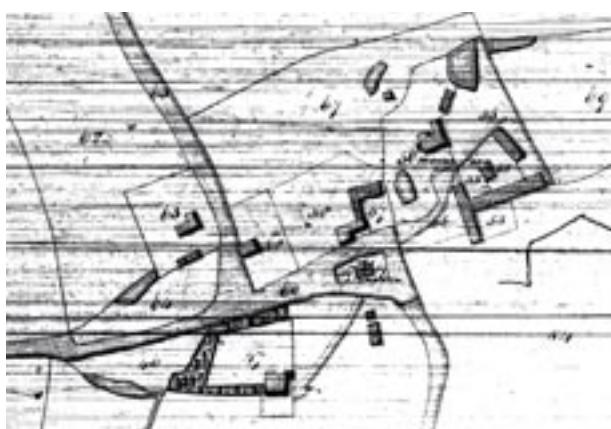
Earnley Church. (Engraving taken from *The Gentlemen's Magazine* of December 1804)



Earnley Church



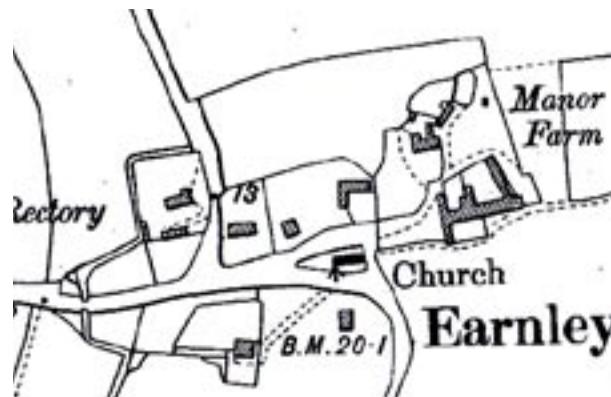
1791 Estate map of Earnley by William Barlow



1845 Tithe map



1875 First Edition 25" Ordnance Survey



1933 6" Ordnance Survey

and its lands to the Ernley family and West Wittering Church contains a number of monuments to this family, most notably to William Ernley who died in 1545. It is documented that, in 1630, the Ernley family left Earnley and went to live at Cakeham, but it is possible that this exodus began earlier.

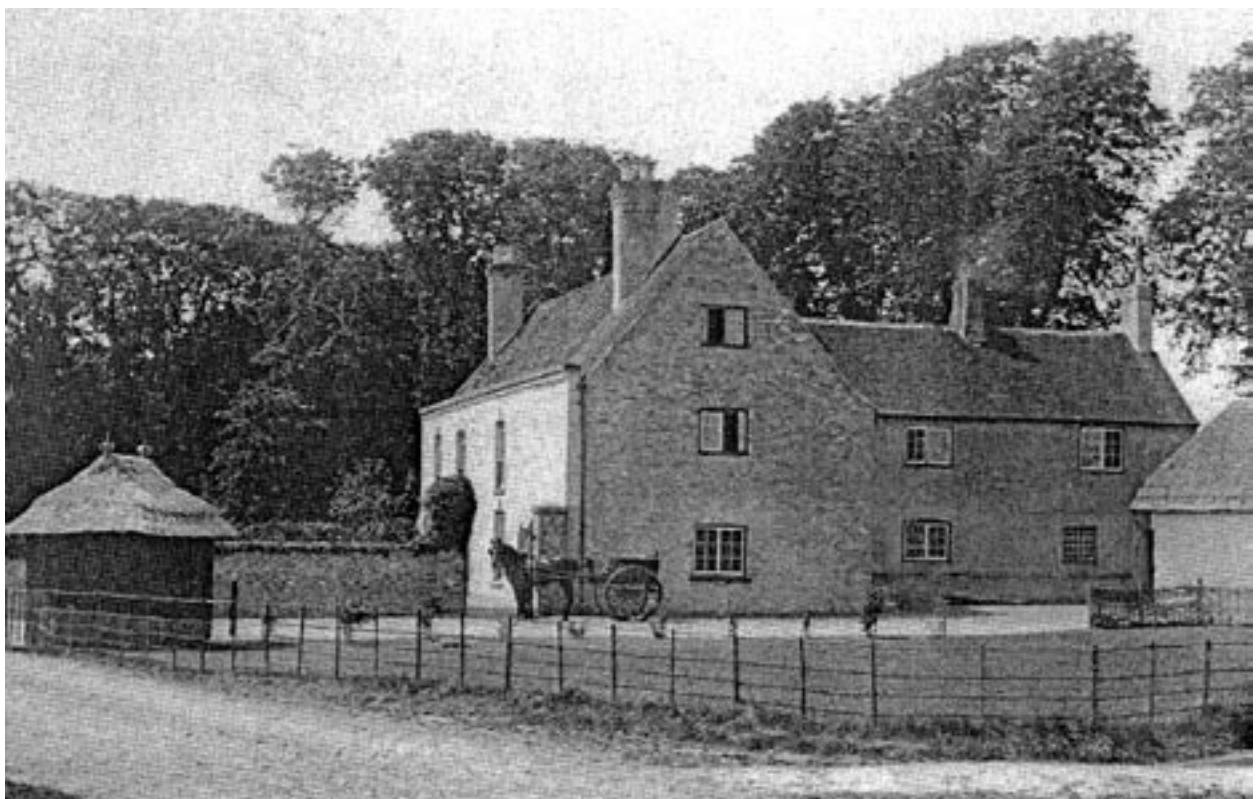
Cakeham Manor House was extended in c.1800 by the addition of a neat Georgian house which was added to the 16th century building, leaving just one bay of the earlier building visible. Earnley Manor was similarly extended at the same period with a stuccoed, four window wide frontage added to the existing building. Between 1796 and 1797 a smock-mill for grinding corn was built north of Earnley, technically within Somerley, which continued grinding until 1942.

An Estate Map of Earnley of 1791 by William Barlow shows how little the village has changed, consisting of the church, Earnley Manor with associated barns, a few cottages on the north side of the central green, and the vicarage. Earnley Place must have been built between then and 1845, the date of the Tithe Map, and there is documentary evidence to suggest a more specific date of 1792-3. In the latter half of the 19th century, and until c.1918, Earnley Manor was leased to Frederick Sparkes (1841-1907) and then to his widow Margaret Sparkes (1859-1935). At the end of the 19th century, a few more cottages had been built and in the last 100 years, a small number of modest residential properties have been added within the conservation area, with

little visual impact. Further north, around Almodington, the development of small plots of land by the Land Settlement Association for unemployed miners from Wales and the north-east started in the 1930's. Since 1924, the rector of East Wittering, another ancient church, has served Earnley. Close to Earnley, the development of various leisure facilities, most notably the Medmerry Park Holiday Village from the 1930's onwards, has had a major impact on the locality.

Another important change has been the development of the Earnley Concourse, just outside the conservation area, from the 1950's onwards. The complex developed on land attached to Earnley Place. In 1951 the property was purchased by John Bett, who founded the Earnley Trust, and in 1962 the trust funds were utilised to finance the building of a boys' boarding school within the grounds. The school ran for ten years and in 1975, the site was reopened as an Adult Education Centre., but is now closed.

The Rusbridge family owned and farmed Earnley Manor Farm from 1929 and Earnley Grange Farm from 1934. In the 1960's, land to the north of Earnley Manor was sold and eight detached houses constructed (Earnley Manor Close). On the western side of the village, the development of "Earnley Manor Farm" (as noted on the 1969 map, now Earnley House and Manorfield) has resulted in the construction of a motley assortment of modern buildings of no special merit.



Earnley Manor in c.1900

3.2 SURVIVING HISTORIC FEATURES

The following are the most significant surviving historic features:

- Survival of medieval street plan with small central “green”;
- Earnley Manor, a possibly 13th century building, with a c.1800 refacing;
- Earnley Church, with 13th century nave and 14th century chancel;
- Earnley Place, late 18th century;
- 18th and 19th century barns south of Earnley Manor;
- 19th century agricultural labourers’ cottages on north side of the green;
- The Old Rectory, Bookers Lane, an 18th century (or earlier) building with a substantial extension of c.1900;
- Historic links to Cakeham Manor House, near West Wittering, with its 13th century undercroft and hall.

3.3 ARCHAEOLOGY

Because of its particularly rich natural resources the West Sussex coastal plain has been exploited continuously since hominids first arrived in Britain c.500,000 years ago. The older, Palaeolithic deposits would not normally survive close enough to the surface to be relevant, but later prehistoric deposits, from the Mesolithic to the Early Saxon, and most particularly Bronze Age to Roman, should be expected to survive at plough depth.

A Bronze Age implement and Neolithic flint scrapers have been found close to West Wittering, but there have been no finds close to Earnley itself. Bracklesham Lane, to the west of Earnley, follows the line of a Roman road. The principal archaeological features are the medieval manor house and church. The churchyard is an *Archaeologically Sensitive Area*. A post-medieval brick kiln is recorded at the northern end of Bookers Lane, and a smock mill is still extant in Somerley.



The Old Rectory, Bookers Lane (on left)

4 SPATIAL ANALYSIS

4.1 CHARACTER

The Earnley Conservation Area is small (so it has no special “character areas”), and is centred on the small medieval church which sits on a triangle of land between three roads. The spacious layout of the surrounding buildings, irregularly positioned, provides an informal plan form entirely appropriate to the rural setting. Wide grass verges add to this character, with a number of tree groups providing a green backdrop. Despite blocks of more modern development, which tends to surround the conservation area to the north, west and partially to the south, there are strong visual links to the surrounding countryside.

The key characteristics are:

- Small conservation area centred on the meeting point of three roads;
- Spacious and informal layout of buildings;
- Large gardens with trees, hedging and flint boundary walls;
- Medieval church centrally located on a small green;
- Earnley Manor sits back from the green, well concealed by tall trees;
- Substantial range of flint barns, now largely residential;
- Earnley Place is another important listed building;
- Small flint or brick cottages on north side of the green;
- Some low key modern development.



Manor Farm barns

4.2 PLAN FORM, BUILDING TYPES AND BOUNDARIES

Earnley has an informal plan form, created by the offset junction of the three roads which come into the village from the north, west and south. The church sits centrally, on a triangular site surrounded by deep grass verges, creating a small green. The manor house and its associated barns lie to the north and east. Small cottages face this green, all with large gardens. On the south and west side, two more substantial buildings (Earnley Place and The Old Rectory) also are set back from the road with large gardens.

Earnley contains a very small number of historic buildings, of which Earnley Church is the most significant, with Earnley Manor, Earnley Place and The Old Rectory all being large detached properties. The barns to Earnley Manor are a reminder of the former agricultural base of the local economy. A row of three cottages, and another pair of cottages, make up the remaining historic buildings.

Boundaries are quite varied, but hedging is the most common form. Other boundaries are built from knapped or cobbled flint, set in lime mortar, such as outside Manor Farm Barns (a modern addition). New post and rail timber fencing is reasonably in keeping close to Earnley Manor. Modern timber boarding has been used such as outside nos. 4 and 5 Church Cottages and in front of Earnley Lodge in Clappers Lane.



Earnley Place viewed from the churchyard



Eagles Wood



Earnley Millennium Stone

4.3 OPEN SPACES, TREES AND VIEWS

There are no formal open spaces in Earnley, but the village church, with its triangular churchyard, acts as a central feature around which are three narrow roads. Wide grass verges along the top part of Drove Lane, and the surrounding hedges, reinforce the rural qualities of the conservation area. On the eastern edge of the conservation area, to the south of Earnley Manor barns, a deep L-shaped ditch drains water away from the buildings. It is tempting to think that this may be the remains of a medieval moat, but it is some distance from the manor house and is not shown on the historic maps, so it may well be a modern feature.

Trees are important everywhere, but particularly around Earnley Manor, where they provide an effective screen, and to the south of Earnley Manor barns, where a group of fir trees is an important feature in views. This area, called Eagles Wood, was once the location

for 28 elm trees which were the victims of Dutch Elm Disease or were blown down in the gales of March 2003. Since then the parish council has replaced them with ash, beech, English oak, hazel and silver birch, which in time will create a new wood for the local community to enjoy. The Earnley Millennium Stone is also located at this point, where a footpath leads eastwards across the fields towards Earnley Grange. More young trees have been planted in the area around the church and along Drove Lane to the south.

Views from the conservation area are limited on all sides apart from the south-east, where there are long views towards the coast, although the sea is not visible over the flat fields.

The most notable views are marked on the Townscape Appraisal map.

5 DEFINITION OF THE SPECIAL INTEREST OF THE CONSERVATION AREA

5.1 ACTIVITIES AND USES

Earnley is a small rural hamlet where the agricultural buildings have now largely been converted into houses. The church is still used regularly. Otherwise the remainder of the buildings are all in residential uses. The village is extremely peaceful, although in the summer the roads get much busier due to the proximity of the holiday camps and beaches.

5.2 LISTED BUILDINGS

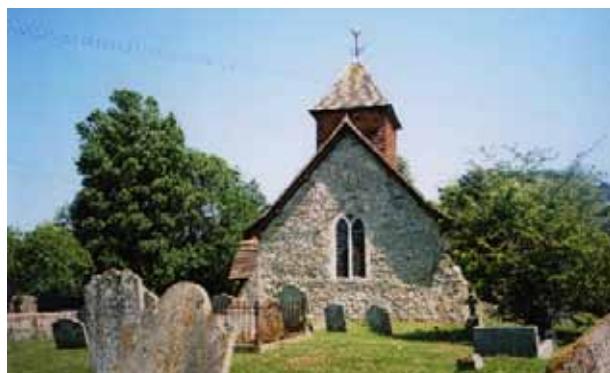
There are four listed buildings in the Earnley Conservation Area. By far the most important is Earnley Church (dedication unknown), listed grade II*. This small flint building retains a 13th century nave and a 14th century chancel, and its simple clay tiled roof is enlivened by a small bellcote at the western end. The stuccoed front elevation of Earnley Manor is of c.1800, and is four windows wide and two storeys high. However it almost certainly contains much earlier fabric, possibly dating as far back as the 13th century. Subject to the agreement of the owners, an archaeological evaluation would provide useful information about its history. Another listed building, Earnley Place, was built in 1792-3 from red brick with grey headers. Its typically Georgian details include a modillion eaves cornice, and multi-paned sash windows. Finally, the K6 telephone kiosk on the green is also listed grade II.

5.3 POSITIVE BUILDINGS

There are a few further historic buildings within the Earnley Conservation Area which make a positive contribution to the character and appearance of the conservation area. They are mainly 18th or 19th century and with the listed buildings described above, form an important part of the special architectural and historic interest of the area.

These buildings have been identified during the survey process and, as recommended in English Heritage guidance to the NPPF, are recorded on the Townscape Appraisal map. As with listed buildings, there is a general presumption in favour of their retention. Any application for the demolition of a positive building will therefore need to be accompanied by a reasoned justification as to why the building cannot be retained, similar to that required for a listed building. The owner must also have made positive efforts to market the building, or to find a suitable new use, before an application can be determined.

The former barn complex to Earnley Manor, including Oak Lodge, Oakwood, Poplars and Sandalwood, is perhaps the most significant of these positive buildings, and forms a strong link with the agricultural past of the settlement. Another link is provided by the small 19th century cottages opposite the church which are built from flint with red brick dressings and small multi-paned casement windows.



Earnley Church



Nos. 1, 2 and 3 Church Cottages



The listed K6 telephone kiosk is a focal point



Positive unlisted buildings in the conservation area



Local features in Clappers Lane

Next door, a much later pair of cottages is considered “positive” for its use of red brick and clay tiles, and for the way it has copied the well detailed porch on the earlier no. 1. The Old Rectory, on the western edge of the conservation area, dates originally to the 18th century (or even earlier), but is not listed because of the large, rather dominant extension, which was added in c.1900. Gate House, to the east of Earnley Place appears to have been an outbuilding related to the pasture land at ‘House Meadow’ and is adjacent to the historic access to Earnley Place.

5.4 BUILDING MATERIALS AND COLOURS

The conservation area is notable for its varied building materials, of which flint and red brick, with clay tiles for the roofs, are the most prevalent. The church is a simple composition of flint pebbles with stone (probably Bembridge limestone from the Isle of Wight) quoins. Flint is also used for Earnley Manor barns and for the former labourers’ cottages opposite the church. Earnley Manor may have been stuccoed when it was extended/rebuilt in c.1800 to hide the remaining older fabric. Red brick, with grey headers, is used for the more up-market Earnley Place facades, when clearly some degree of prestige was required. Red clay tiles, made locally, are the universal roofing material.

5.5 PUBLIC REALM

There are no historic paving materials in the conservation area, as there are no pavements of any consequence. Instead, grass verges in the village green area around the church are defined by straggly hedging or some modern fencing or flint walls. Some of the road surface of black tarmacadam is breaking down in places creating ruts and dips for puddles.

Two public benches are made from timber. One faces the church and the other is in Eagles Wood next to Millennium Stone on the public footpath on the eastern edge of the conservation area. A bright red cast iron K6 telephone kiosk sits on the green, next to the parish notice board and a red cast iron post box on a timber post. There is no street lighting.

There is some street signage which is not particularly oppressive. There is a 30 mph limit throughout the conservation area.

6 ISSUES

Earnley is a well preserved rural village which, despite some modern development, still retains a feeling of its long history, personified by the survival of its 13th century church and its early Manor House. The spacious character of its layout, and the few but attractive historic buildings in a sylvan setting, all contribute to the positive qualities of the conservation area. However, there are features which could possibly be improved:

6.1 PUBLIC REALM

To the north and east of the church the road is pot holed. There are a few telephone poles within the village that could be updated. Tree planting (clear dead and replace), in the wooded area at the top of Drove Lane would improve the setting of the conservation area.

6.2 FRONT BOUNDARIES

The use of modern timber fencing, such as outside no. 4 Church Cottages and Earnley Lodge, is not sympathetic to the character of the conservation area. The white painted metal railings and brick piers with ball finials at the entrance to Earnley Place are not appropriate in a rural area.

6.3 TRAFFIC

At certain times of the year there can be increased traffic through the village which is detrimental to the amenity of the area.

6.4 CONSERVATION AREA BOUNDARY REVIEW

As part of the appraisal process, the existing conservation area boundary was inspected. The proposed changes, in Clappers Lane, to the south of Earnley Place, around Earnley Manor barns and to the east of Manor Farmhouse, are included in greater detail in Part 2 Chapter 2 Recommendations.



The entrance to Earnley Place is opposite the listed church

PART 2 EARNLEY CONSERVATION AREA MANAGEMENT PROPOSALS

I BACKGROUND

The designation of a conservation area is not an end in itself as, under Section 71(1) of the *Planning (Listed Buildings & Conservation Areas) Act 1990*, the District Council is required to periodically review its conservation areas and to publish proposals for their preservation and enhancement.

Part 1 of this document, the Character Appraisal, therefore assesses the character of the Earnley Conservation Area and identifies the positive features which make the conservation area special. Additionally, the character appraisal also notes the less attractive, negative features and these are discussed in Chapter 6 “Issues”.

Part 2 of this document, the Management Proposals, presents proposals to achieve the preservation and enhancement of the conservation area's special character, by providing a series of recommendations for future action based on the issues raised in Chapter 6.

This document reflects government guidance as set out in The National Planning Policy Framework (NPPF), English Heritage guidance titled *Understanding Place: Conservation Area Designation, Appraisal and Management (March 2011)*, Best Practice guidelines, and policies within the Chichester District Council Local Plan - First Review adopted in April 1999.

It is recognised that the Earnley Conservation Area is not one where large scale development is likely to occur which could generate private funding for any improvements. All of the actions itemised in Chapter 2 Recommendations will therefore have to be financed by the District Council, the Parish Council or West Sussex County Council, and it is accepted that of necessity they will need to be prioritised according to the availability of funds. The purpose of this document is to provide the District Council with a possible programme which could be implemented over an eight year period, although it may not be possible to achieve all of the actions within this timescale.



2 RECOMMENDATIONS

Earnley is a well preserved rural village which despite some modern development still retains a feeling of its long history, personified by the survival of its 13th century church and its early Manor House. The spacious character of its layout, and the few but attractive historic buildings in a sylvan setting, all contribute to the positive qualities of the conservation area. However, there are a few negative features which could possibly be improved:

2.1 PUBLIC REALM

The parking restriction sign close by is leaning. To the north and east of the church, the road is pot holed.

Recommendation:

The County Council could arrange for its street signage and the road surface to be repaired and overhauled as necessary.

2.2 FRONT BOUNDARIES

The use of modern timber fencing, such as outside no. 4 Church Cottages and Earnley Lodge, is not sympathetic to the character of the conservation area. The white painted metal railings and brick piers with ball finials at the entrance to Earnley Place are not appropriate in a rural area.

Recommendation:

All new development, including changes to front boundaries, should follow the “Good Practice Guidance” included in Appendix 3.



The road around the church is in poor condition



Add the field to the west of Bookers Lane to the conservation area

2.3 THE CONTROL OF TRAFFIC

At certain times of the year there can be increased traffic through the village which is detrimental to the amenity of the area.

The Parish Council, District Council and County Council engineers could consider methods of ‘traffic calming’ to reduce traffic though the conservation area.

Recommendation:

As opportunities arise, the Parish Council, District Council and County Council will continue to seek ways of improving pedestrian safety and reducing traffic in Earnley whilst protecting the special character of the Conservation Area.

2.4 CONSERVATION AREA BOUNDARY REVIEW

The existing conservation area boundary was drawn up some time ago and recently it has become common practice to review existing conservation area boundaries to consider areas beyond the core of historic buildings, perhaps to include more dispersed historic development or landscape and archaeological features.

Boundary reviews also provide an opportunity to ensure that the designated area is defined by boundaries which follow established legal boundaries, rather than cutting across gardens or through buildings. A review of the existing conservation area boundary was undertaken with the following changes proposed to the Earnley Conservation Area boundary:



Add Eagles Wood to the conservation area



Add the road and deep ditch to the south of Earnley Manor barns to the conservation area

Recommendation:

1. Add the large landscaped area and tree group to the south of Earnley Place and historic outbuilding, Gate House, to the east of Earnley Place.

The area to the south of Earnley place, bounded by the mature trees forming the buffer to the field further south, is identified on the Tithe Apportionment as 'House Meadow' and is within the same ownership (Lucy Anne Drew, occupied by Richard Seymour) as the 'House and Garden' at Earnley Place. It is believed that these grounds remain within the curtilage of Earnley Place and are integral to the setting of it. This land remained undisturbed until the 1960's when the Earnley Concourse was built.

Gate House, to the east of Earnley Place appears to have been an outbuilding related to the pasture land at 'House Meadow' and is adjacent to the historic access to Earnley Place.

Recommendation:

2. Add the road and green areas to the south and east of Earnley Manor Barns to the conservation area.

The boundary has been widened and now follows the drive to the east, extending as far as the ditch.

Recommendation:

3. Add the garden to the east of Manor Farmhouse to the conservation area.

Re-align the boundary to coincide with the curtilage of Manor Farmhouse which is included in the Conservation Area.

2.5 POSITIVE BUILDINGS

In addition to the listed buildings, there are a number of buildings in Earnley which make a positive contribution to the character and appearance of the conservation area. 'Positive' buildings are marked on the Townscape Appraisal Map.

It is recommended that the list of 'positive buildings' be amended to include Oak Lodge, which appears on the Earnley Tithe Map of 1845 along with the former agricultural buildings at Manor Farm Barns, also identified as 'positive'.

The Townscape Appraisal Map previously identified the outbuilding to the north of Gate House, as a 'positive' building. It is recommended that the map be updated to correctly identify Gate House as 'positive' rather than the outbuilding currently identified. Whilst it has been converted and altered Gate House appears on the Earnley Tithe Map and contributes to the historic interest of the conservation area.

Recommendation:

Recognize Oak Lodge and Gate House as positive buildings within the conservation area. Remove the outbuilding to the north of Gate House, parallel to Clappers Lane.

2.6 LOCAL AND STATUTORY LIST

The District Council has compiled a list of locally significant buildings in Chichester City. There are proposals to extend this to other areas in the District eventually more widely. 'Locally listed' buildings are buildings or other features of local significance which, although not statutorily listed, are nonetheless important to the history, appearance, character and cultural value of the District.

It is therefore recommended that the District Council roll out its Local List across the District in order to give better recognition and, where necessary, control of the historic environment in the whole District. The proposed criteria for local listing are set out in Appendix 4. Buildings can then be added to the list as circumstances allow, for instance through the conservation area appraisal process, or by a systematic survey of the whole District. Community involvement in the selection process will add weight to the list as a planning tool. It will also be necessary to acknowledge the Local List in planning policy and state the circumstances in which it will affect planning decisions.

Whilst a detailed survey has not been carried out as a part of the appraisal process, a number of buildings are identified that might qualify for local or even statutory listing:

Oak Lodge, Manor Farm Barns Oakwood,
Poplars, and Sandalwood at Manor Farm
Barns
1, 2 and 3 Church Cottages
4 and 5 Church Cottages
The Gate House at Earnley Place
The Old Rectory

Recommendation:

The District Council, in association with the Parish Council, will consider drawing up a Local List for Earnley Conservation Area.

2.7 THE CONTROL OF MINOR ALTERATIONS TO UNLISTED DWELLINGS

It has been noted that some of the unlisted 'positive' cottages and houses in the conservation area have been adversely affected by the insertion of uPVC windows or doors. These changes are 'permitted development' which can be controlled by the Council through the

imposition of an Article 4 Direction. This is usually used to control minor changes to unlisted family dwellings in conservation areas. It does, however, mean that planning permission has to be sought and this allows for the merits of a proposal to be considered against the conservation interest.

Article 4 Directions are made under the General Permitted Development Order 1995 (as recently amended), and can be served by a local planning authority to remove permitted development rights where there is a real threat to a particular residential building or area due to unsuitable alterations or additions. An Article 4 Direction is accompanied by a Schedule that specifies the various changes to family dwellings, which will now require planning permission. Usually, such Directions are used in conservation areas to protect unlisted houses in use as a family unit, rather than flats where permitted development rights are already limited.

Under an Article 4 Direction, planning permission can be required for the following, depending on the permitted development right removed:

HOUSE EXTENSIONS - Enlargement, improvement or other alteration of a dwelling house including entrance porches, any part of which fronts a highway, private road or open space. This lowers the limit of 'permitted development' already imposed by conservation area designation.

PAINTING OF DWELLING HOUSES - Planning permission can be required for the painting of a dwelling house.

ROOFS - A planning application can be required for alterations to a roof slope which fronts a highway, private road or open space, including a change in the roof materials and the insertion of roof lights. Dormer windows already require planning permission under separate legislation.

CHIMNEYS - The removal of a chimney or its partial demolition can require planning permission.

SOLAR PANELS - Fixing of a solar panel on a roof fronting a highway or other public space can require planning permission

REPLACEMENT WINDOWS AND DOORS -

The replacement of existing windows and doors which front a highway, private road or open space can require planning consent. Under 'Part L' of the Building Regulations, the requirement for double glazing in new windows, does not apply in the conservation area (or on listed buildings).

CREATION OF CAR PARKING IN FRONT GARDENS AND REMOVAL OR REPLACEMENT OF FRONT BOUNDARIES - The creation of a parking space in a front garden, and or the removal of a front boundary, such as a low stone wall, can require planning permission.

SATELLITE DISHES - The installation of a satellite dish on any building or structure within the curtilage of a family house in a conservation area will only be permitted development if certain conditions are met.

There are a number of 'positive' buildings and unlisted family dwellings in the Earnley Conservation Area which would benefit from these additional constraints. Whilst an Article 4 Direction cannot be retrospective, the serving of one would incrementally improve the character and appearance of the conservation area. An Article 4 Direction can also be focused on groups of buildings, rather than the whole conservation area, such as locally listed buildings or positive buildings. Any Direction will require a photographic survey to record the present condition of the buildings concerned, and written guidance will need to be provided to householders.

Recommendation:

The District Council will consider serving of Article 4 Directions on the Earnley Conservation Area, to cover all unlisted dwelling houses.



3 MONITORING AND REVIEW

As recommended by English Heritage, this document should be reviewed every eight years from the date of its formal adoption by Chichester District Council. It will need to be assessed in the light of the emerging Local Plan and government policy generally. A review should include the following:

- A survey of the conservation area including a full photographic survey to aid possible enforcement action;
- An assessment of whether the various recommendations detailed in this document have been acted upon, and how successful this has been;
- The identification of any new issues which need to be addressed, requiring further actions or enhancements;
- The production of a short report detailing the findings of the survey and any necessary action;
- Publicity and advertising.

It is possible that this review could be carried out by the local community under the guidance of a heritage consultant or the District Council. This would enable the local community to become more involved with the process and would raise public consciousness of the issues, including the problems associated with enforcement.



4 CONTACT DETAILS

For queries on planning matters or general conservation advice, you are encouraged to consult the District Council's planning officers who will be pleased to assist.

Telephone 01243 785166

Fax 01243 534558

Or write to: Design & Implementation
 Development Management
 Chichester District Council
 East Pallant House
 East Pallant
 Chichester
 West Sussex PO19 1TY



APPENDIX I LEGISLATIVE BACKGROUND

NATIONAL PLANNING POLICY

Government advice on the control of conservation areas and historic buildings are set out in the National Planning Policy Framework (NPPF). Further advice about conservation area control, including the production of management proposals, has recently (March 2011) been updated and republished by English Heritage.

LOCAL PLAN CONSERVATION POLICIES

There are several relevant policies in the *Chichester District Council Local Plan - First Review* adopted in April 1999. 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)*.

The Earnley Conservation Area was designated in February 1976. The Local Plan Insert Map which is relevant map is no. 2.

NEW LOCAL PLAN

In due course the Local Plan will be replaced by the new Local Plan. Meanwhile, the Local Development Scheme currently saves the Local Plan conservation policies prior to adoption of a Core Strategy which will contain replacement policies to protect historic buildings and conservation areas.

APPENDIX 2 COMMUNITY INVOLVEMENT

The original Character Appraisal with its Management Proposals has been prepared in close partnership with Chichester District Council. Public consultation on the revised document commenced with a public exhibition at Bracklesham Barn, Bracklesham, on Friday 22nd February 2013 and the document was also put on the Council's website for six weeks until the 5th April 2013 with a questionnaire encouraging responses. Following the analysis of these comments, the final document was drafted.

The revised document has been approved by Chichester District Council for development control purposes on 7th May 2013 and will be a material consideration when making decisions about applications for development within, or on the edges of, the Earnley Conservation Area. The document will also inform other agencies and individuals whose activities impact on the fabric of the Earnley Conservation Area, such as West Sussex County Council, Earnley Parish Council, local traders and householders.

APPENDIX 3 GOOD PRACTICE GUIDANCE

CONTENTS:

- 1 CONSERVATION AREA DESIGNATION
- 2 THE REQUIREMENTS FOR PLANNING PERMISSION IN A CONSERVATION AREA
- 3 ARTICLE 4 DIRECTIONS
- 4 NEW DEVELOPMENT
- 5 LISTED BUILDINGS
- 6 POSITIVE BUILDINGS
- 7 ROOFS
- 8 FRONT BOUNDARIES AND DRIVEWAYS
- 9 TREES
- 10 SATELLITE DISHES

1 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 District Council is under a general duty to ensure the preservation and enhancement of the conservation area, and has a particular duty to prepare proposals (such as conservation area appraisals or grant schemes) to that end;
- Extra publicity is given to planning applications affecting conservation areas and the District Council must take into consideration the desirability of preserving and enhancing the character of the conservation area when determining such applications. 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 and the local authority or the Secretary of State may take enforcement action or institute a criminal prosecution if consent is not obtained. This means that all positive buildings within the conservation area (as annotated on the Townscape Appraisal map) will automatically be preserved unless a very good case for demolition can be made.
- Written notice must be given to the District Council before works are carried out any tree in the area;
- The display of advertisements may be somewhat more restricted than elsewhere;
- The District 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 (similar to the powers which protect listed buildings);

- Limited financial assistance may be available for the upkeep of a building in the conservation area through grant schemes with English Heritage or the Heritage Lottery Fund, (though these are usually targeted to areas of economic deprivation).

2 THE REQUIREMENTS FOR PLANNING PERMISSION IN A CONSERVATION AREA

In a conservation area, certain works to houses within the designated 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 works which can be carried out to a house or within its grounds without a planning application is substantially smaller in a conservation area than elsewhere.

These are:

- Planning permission is needed for extensions to houses in conservation areas where they add more than 10% or 50 cubic metres in volume to the property (whichever is greater). This is a slightly smaller amount than the usual requirement for planning permission which is limited to 15% or 70 cubic metres, except for terraced houses which are also limited to 10% or 50 cubic metres, wherever they are located;
- Planning permission is needed for external cladding to houses in conservation areas, using stone, artificial stone, timber, plastic or tiles. However, cement and pebble dash ing is still permitted development following a court case in 1995;
- Planning permission is needed for any alteration to the roof of a house 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 house whose cubic capacity exceeds 10 cubic metres. This is especially important for sheds, garages, and other outbuildings in gardens within conservation areas.

It is worth noting that 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 (flats) have far fewer permitted development rights and therefore

planning permission is already required for many alterations to these buildings.

3 ARTICLE 4 DIRECTIONS

Designation as a conservation area means that the District Council can consider whether serving an Article 4 Direction is appropriate, by withdrawing permitted development rights for unlisted dwellings. This could affect all of the “positive” dwellings where unsympathetic change would be most detrimental. The changes that are commonly controlled by an Article 4 Direction are:

- The enlargement, improvement or other alteration of a dwelling (this includes new windows and doors);
- Alterations to the roof (such as changing the roof material);
- The construction of a porch;
- The provision of a building or enclosure, such as a swimming pool;
- The construction of a hard standing and the creation of a new means of access;
- The painting of external walls.

The District Council can consider serving an Article 4 (2) Direction, which does not require an application to the Secretary of State, although thorough public consultation is needed. In many of the conservation areas in the District, Article 4 (2) Directions would help to protect the historic character of the area and the District Council will consider their use as and when resources are available.

4 NEW DEVELOPMENT

All applications for new development within Chichester’s conservation areas are considered in the light of policies contained within the adopted Local Plan and central government guidance. For conservation areas, it is especially important to maintain the historic form of development, such as buildings lines, plot ratios and building form and uses. There is a general presumption that all listed buildings, and buildings marked as “positive” on the Townscape Appraisal maps, will be retained, and their setting protected. There is also a presumption that existing open spaces, especially those which are defined within the Character Appraisal for each conservation area, will be protected. Gardens, fields and other landscape features all make a vital contribution to the conservation area’s “special character or appearance” and should therefore be retained.

Where new buildings are to be allowed, their design should be carefully considered in terms of their context, so that they fit in with their surroundings in terms of scale, density, massing and bulk. Over dominant, cramped development is usually inappropriate in a conservation area. Occasionally, carefully chosen modern materials might be acceptable.

5 LISTED BUILDINGS

Listed Building Consent is required from the District Council for all alterations or extensions which affect the character of the listed building. The interior, as well as the exterior, of the building is covered by the listing, so changes to such features as fitted cupboards, panelling, staircases and even floorboards all require Consent. The listing description is merely a tool for identification so the exclusion of any particular feature does not mean that it is not “listed”. It is a criminal offence to alter a listed building without having first obtained Consent, so owners should always check first with the District Council before commencing work.

6 POSITIVE BUILDINGS

As part of the appraisal process, and as recommended by English Heritage guidance *Good Practice Guide for Local Heritage Listing* (May 2012) as well as guidance to the NPPF, “positive” buildings have been identified and are marked on the Townscape Appraisal maps for each conservation area. Generally, these are individual or groups of buildings which retain all or a high proportion of their original architectural detailing and which add interest and vitality to the appearance of the conservation area. Most of them date to the 19th century, but some are early 20th century. Where they have been too heavily altered, and restoration is not easily achievable, they are excluded.

As with listed buildings, there is a general presumption in favour of their retention. Any application for the demolition of a positive building will therefore need to be accompanied by a reasoned justification as to why the building cannot be retained, similar to that required for a listed building. The owner must also have made positive efforts to market the building, or to find a suitable new use, before an application can be determined. The District Council may also, as resources permit, consider serving an Article 4 (2) Direction on the positive buildings which are dwellings, to control unsympathetic alterations such as the installation of uPVC windows.



7 ROOFS

In all of Chichester's conservation areas, but most particularly in the more urban areas, roofs play an important part in contributing to the area's special character. Their pitch, shape and materials are all important and should not be compromised by the insertion of over-dominant rooflights or dormers. The loss of chimney stacks and chimney pots will be resisted by the District Council, particularly on listed and positive buildings within the conservation area.

Thatch, handmade clay tiles and natural slate are the traditional materials for roofs within the conservation areas. For thatched roofs, the District Council will continue to encourage the use of long straw thatch and traditional details. Historically, long straw would have been sourced from local farmers as a waste product from grain production, and roughly shaped before fixing, often over the top of old thatch. This gave the buildings a characteristically shaggy outline which the modern "combed wheat reed" roofs tend to lack. Combed wheat reed is also straw, but it is a more processed material which, when fixed, produces a much flatter, thinner roof than long straw. It has also become usual for the ridges of thatched roofs to be repaired using raised ridges, with decorative swirls and crescents, rather than the much simpler but historically more correct flush ridge which continued the outside face of the main roof. The use of water reed results in an even greater change of character, as this material is laid in thinner layers, given a crisper, more angled outline, with raised ridges adding to the difference. Organic long straw is now being grown commercially in Kent so it is possible to source the correct material.

Handmade clay tiles are another material which would have been made locally, but which can still be purchased from brick makers in West Sussex. They are notable for their curved shape, producing a softly undulating roof shape which machine-made tiles, which tend to be almost flat, cannot emulate. Their soft reddish-brown colour is another important local feature. Ridges are created by rounded clay tiles, sometimes crested.

Natural slate was rare in West Sussex before the mid-19th century but its use became almost ubiquitous after the 1840's when slate became more fashionable and also far more affordable, due to the coming of the railways. Welsh slate is preferable to imported slate as its colour is a better match for existing roofs and, because of tighter quality controls, it lasts much longer. Lead flashings, simply detailed (no curves or cut-outs), is traditional with slate.

Cast iron rainwater goods are required on listed buildings, but cast aluminium, which is cheaper and which almost replicates the sections of cast iron, is acceptable on non-listed buildings within the conservation area.

8 FRONT BOUNDARIES AND DRIVEWAYS

Where front gardens exist, and on-street parking is in short supply, there is often a demand for the creation of private parking spaces. In a conservation area, this can be to the detriment of the environment, involving as it does the removal of existing front boundaries and the creation of hardstandings, often using modern materials such as concrete or tarmacadam. For many of the conservation areas in Chichester District, the front boundary walls, made from a variety of materials - brick, flint, sandstone or limestone - make an important contribution to the character and appearance of the area and they should be retained as far as possible.

Generally, the District Council therefore wishes to discourage private owners from carrying out such alterations. Permission will usually be required from the County Council for the creation of a new crossover onto a public highway, and for listed buildings, Listed Building Consent will be required for the demolition of any existing walls. For non-listed buildings in a conservation area, Conservation Area Consent may also be required to demolish a front boundary wall. For the rural conservation areas, new driveways should be covered in a "soft" material, such as gravel or resin-bonded gravel, rather than tarmacadam or concrete blocks or slabs.

Where there is a real threat to the conservation area, the District Council can control the creation of hardstandings and the removal of more minor walls through the imposition of an Article 4 (2) Direction. This can be allied to a Direction to control other unsympathetic changes, such as the installation of uPVC windows or front doors.

9 TREES

Within conservation areas, anyone intending lopping or felling a tree greater than 100 mm diameter at 1.5 metres above the ground must give the Council six weeks written notice before starting the work. This provides the 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 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 managed forest or is in another agricultural use.

10 SATELLITE DISHES

The rules governing satellite dishes in conservation areas are significantly tighter than outside such areas. These state that the installation of a satellite antenna on any building or structure within the curtilage of a house in a conservation area is only permitted development if the following conditions are met:

- The dish does not exceed 90 mm in any dimension;
- Not part of it must exceed the highest part of the roof;
- It is not installed on a chimney;
- It is not on a building exceeding 15 metres in height;
- It is not on a wall or roof slope fronting a highway or footway;
- It is located so its visual impact is minimised;
- It is removed as soon as it is no longer required; and
- There is not a dish already on the building or structure.

If any of these do not apply, a specific planning application will be required, and it is unlikely that permission will be granted.



APPENDIX 4 LOCAL LISTING CRITERIA

I THE PURPOSE OF A LOCAL LIST

Buildings that are listed nationally are protected by law. They tend to be buildings of higher quality and generally date from before 1840. The purpose of a Local List is to identify locally significant buildings and other features which may not be considered eligible for statutory listing.

2 THE EFFECT OF LOCAL LISTING

The protection of buildings or other features which are Locally Listed can be achieved through policies in the Local Plan, or in a Supplementary Planning Document in the emerging Local Plan for Chichester District. The identification of these special buildings or features is also best achieved through consultation with local communities, giving them 'ownership' of the Local List and helping to inform and enlighten local knowledge. Although there is no statutory protection for such buildings, local listing can be a material consideration to be taken into account in determining planning applications.

3 PRINCIPLES OF SELECTION

Locally listed buildings or structures are those which make a special contribution to the history, appearance, character, and cultural value of Chichester District. They include the following:

- Buildings which have qualities of age, style, materials and detailing;
- Buildings which relate to the industrial development of an area, including transport;
- Well detailed historic shopfronts;
- Groups of farm buildings where they retain their historic layout, materials and details;
- Examples of late 19th or 20th century social housing, including estate workers' cottages;
- Historic street furniture including seats, signage, post boxes, bollards, or street lighting;
- Historic structures such as horse troughs, pumps, or wells;
- Notable walls, railings or street surfaces;
- Historic sites, where scheduling as an 'Ancient Monument' is not appropriate;

Other features which have historical or cultural significance, perhaps by association with a famous person or event.

They should all survive in a clearly recognisable form, with their historic features and layouts still present. Some selection of the better examples of these buildings or structures will be necessary, so in some cases the most authentic and interesting of a group of buildings may be locally listed, rather than the whole group. It is likely that most of the entries will date from the mid-19th to the mid-20th Century, but recent buildings of outstanding quality could be considered.

APPENDIX 5 BIBLIOGRAPHY

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