

A faded background map of the Somerley Conservation Area, showing property boundaries, buildings, and field numbers. Labels on the map include 'Middle Farm', 'The Bell (P.F.)', 'Cartha', 'Smithy', and various plot numbers such as 298, 299, 300, 301, 302, 303, 304, 327, 328, 329, 38, 39, 40, 41, 42, 43, 45, 46, 47, 48, and 49.

# SOMERLEY CONSERVATION AREA

## CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

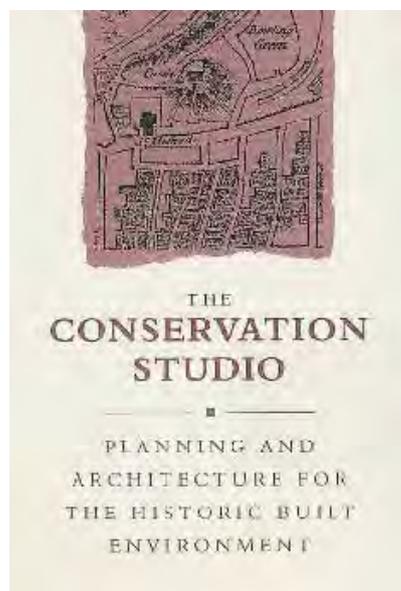
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# SOMERLEY CONSERVATION AREA CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

On the 7th May 2013 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 Somerley 1875*



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## PART I SOMERLEY 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 is important about the area.

Part I of this document therefore attempts to define the key elements that contribute to the special historic and architectural character of the Somerley 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 one suggestion for change.

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

- Rural conservation area with no obvious centre;
- Scattered linear residential development along Bell Lane;
- Wide grass verges along southern section of Bell Lane;
- Properties can be close to, or set back, from road;
- Houses are often hidden by tall hedges and trees;
- Attractive houses and cottages mainly dating to the 18<sup>th</sup> and 19<sup>th</sup> centuries;
- High proportion of listed buildings;
- Survival of late 18<sup>th</sup> century smock mill;
- The Earnley Forge provides links to Somerley's agricultural past;
- Use of red brick, flint, and weatherboarding for the walls;
- Many of the buildings are thatched or covered in handmade clay tiles.

**The Management Proposals make the following recommendations:**

- Consider the provision of a pavement along the southern end of Bell Lane;
- The District Council will ensure that all new development follows the 'Good Practice Guidance' included in Appendix 3;
- Amend the conservation area boundary as follows:
  - Add Carthagena Farm House and the farm buildings to the south to the conservation area;
  - Add The Hundred House and its farm buildings, west of the Old Court House, to the conservation area;
  - Realign the conservation area boundary to follow the boundary of the curtilage to The Old Courthouse.
- Recognize Carthagena Farm House, The Old Coach House and Earnleys Cottages as 'positive' within the conservation area;
- Amend the Townscape Appraisal map to recognize Chapel Cottage as a 'positive' building, which was previously misidentified as the adjacent building to the north;
- 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.



Somerley smock mill

## 2 LOCATION AND LANDSCAPE SETTING

### 2.1 LOCATION

Somerley is a linear hamlet located on the B2198 in the Manhood Peninsula some eight kilometres to the south of Chichester. Two kilometres further to the south lies the English Channel and the beaches of East Wittering and Bracklesham.

### 2.2 TOPOGRAPHY

The Manhood Peninsula is a very flat area, as shown by the very well-spaced contours on modern maps, enclosed by sea or harbour on three sides. Immediately around the Somerley Conservation Area, the land is almost without changes in level, although a small stream manages to rise to the east of the hamlet and cuts across the main road before joining other drainage ditches to the west.

### 2.3 RELATIONSHIP OF THE CONSERVATION AREA TO ITS SURROUNDINGS

All around Somerley are flat open fields suitable for grazing and crops. The development of land around Almodington in the 1930's for unemployed miners has resulted in large tracts of land being covered in glasshouses to the east of the hamlet.

Public footpaths follow the line of the old Roman road to the west of Somerley, and others lead from the centre of the hamlet towards Almodington.

### 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 at the entrance to Chichester harbour. Scattered along the beaches of the Selsey Bill are blocks of pale brown or grey stone, known as septaria. The Bracklesham Beds, to the south of Somerley, produce sands and gravels suitable for rough grazing.

To the north of Sidlesham are deposits of London Clay, composed of fossiliferous calcareous sandstone representing the remains of extensive sandbanks. Deposits of Brickearth and alluvium lie over this clay, which provides the raw material for brick making and which is also very suitable for agricultural purposes. It is notable that in the centre of the Manhood Peninsula, around Almodington and Sidlesham, are large numbers of commercial nurseries.

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

There are no sites of ecological significance within the conservation area and the surrounding countryside is mainly cultivated fields with few opportunities for wildlife habitats.



*Bell Lane (the B2198) close to Sparrow Cottage*



*The western end of Hundredsteddle Lane*

### 3 HISTORIC DEVELOPMENT AND ARCHAEOLOGY

#### 3.1 HISTORIC DEVELOPMENT

Somerley lies in the Manhood Peninsula close to a Roman road from Chichester to Bracklesham Bay. The name is Old English and means “*The clearing used in the summer*”. The Manhood Peninsula was important from the 7<sup>th</sup> century AD onwards as the site of one of the first Christian monasteries, located on land near Selsey provided by Aethelwealh King of the South Saxons to Wilfred of Northumbria. His new church at Church Norton became the centre of the new diocese in the 8<sup>th</sup> century. At this time, land was granted to the monastery which equated in the medieval period to the Hundred of the Manhood, a name derived from “*la Manwode*”, meaning “the common wood”.

Following the Norman Conquest, the English church underwent a radical reorganisation and, in 1075, the see (the bishop’s seat) was transferred from Selsey to Chichester. From the 11<sup>th</sup> century onwards Selsey therefore became far less important as a religious centre and agriculture became the principal activity on the Manhood Peninsula.

The Manor of Somerley is mentioned in the Domesday Book, being held at that time by Roger de Montgomery, who also held the local manors of Birdham, Itchenor and West Wittering. The original settlement of Somerley appears to have developed on a site to the east of the present hamlet. At this time the Manhood Peninsula was populated by scattered farmsteads and manors, many of Saxon origin, and a few early churches can be found nearby, such as East Wittering (12<sup>th</sup> century), Earnley (13<sup>th</sup> century) and Sidlesham (also 13<sup>th</sup> century). Much of the land was then owned by the church, and a terrier of the bishop’s manors, completed in 1327, shows that the three field system of cultivation was in use.

After the Reformation in the mid-16<sup>th</sup> century, many of the local manors were sold or leased to new owners. In the late 18<sup>th</sup> century a major landowner was the Duke of Norfolk, who paid for the construction of a new smock mill on the east side of Bell Lane (the B2198). During the 18<sup>th</sup> century, settlement along Somerley Lane was largely abandoned and from the 1790’s additional houses began to be built along Bell Lane. Many of the buildings in the conservation area appear to date to around 1800 when a number of cottages and small houses were constructed as a result of Somerley Green being enclosed. The Tithe map of 1842 shows clearly road improvements of the 1790’s across the former Somerley Green to improve the route to East Wittering when the adjoining Birdham Common was enclosed.

The map of 1875 confirms that little had changed. The three farms, Hundredsteddle Farm, Carthagen Farm and Mill Farm remain, defining the edges of the hamlet. A smithy and the smock mill are both marked, with a number of cottages and smaller houses scattered along Bell Lane. A chapel has been built (in 1839) close to Mill Farm and to the north, The Bell Inn marks the junction of Bell Lane with Hundredsteddle Lane. The hamlet has always appeared somewhat dispersed, perhaps because Somerley lies within three parishes - Birdham, East Wittering and Earnley - so it never had its own parish church.

In 1935 the Land Settlement Association bought several local farms including Batchmeres Farm at Almodington to create agricultural holdings for unemployed men from the “special” areas of Northumberland, Durham and South Wales. In total, 139 holdings, each of 3.5 to 5 acres with a house and such useful buildings as greenhouses and piggeries, were established in Almodington and Sidlesham. Today these have largely become commercial nurseries, notable for their huge glass houses, a major landscape feature immediately to the east of Somerley. The original brick cottages, with their mansard roofs, often survive.

Hedgehog Hall, on the corner of Somerley Lane, was formerly called Rucklands and dates back to c.1800. In 1920 a large extension was built, still extant on the north side of the original building. The smock mill continued in use until the 1940’s. Maps of the 1960’s confirm that Somerley changed little in the Post-War period, although nurseries and caravan parks began to be noted in the surrounding area. The loss of the old inn and its rebuilding with a modern replacement appears to have happened in 1954. The settlement has retained its linear form of development, with scattered houses along Bell Lane, linked visually by tall hedges and trees.



*The Old Court House, Hundredsteddle Lane*

### 3.2 SURVIVING HISTORIC FEATURES

The following are the most significant surviving historic features:

- Roman road to immediate west of Somerley, at this point followed by a public footpath;
- 18<sup>th</sup> and 19<sup>th</sup> century houses and cottages, some of them listed, along Bell Lane;
- The remains of the smock mill, of 1796-97, off Bell Lane, and adjoining mill house;
- Former Tabernacle Chapel, dated 1839;
- Earnley Forge, the previous blacksmith's house.

### 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.

To the south-west of Somerley, the line of the Roman road from Chichester to East Wittering follows the modern road (the B2198) but immediately to the east, this road follows the road improvements of the 1790's and joins the medieval Bell Lane. The Roman road continues northwards as a track, passing through Hundredsteddle Farm.

No artefacts have been discovered near Somerley.

The hamlet of Somerley probably originated as one of a group of middle or late Saxon farmsteads, which consolidated around Somerley Green and along Somerley Lane. Cottages in Somerley Lane were incrementally abandoned after the 17<sup>th</sup> century and new buildings were provided along Bell Lane.



The Old Forge, Bell Lane



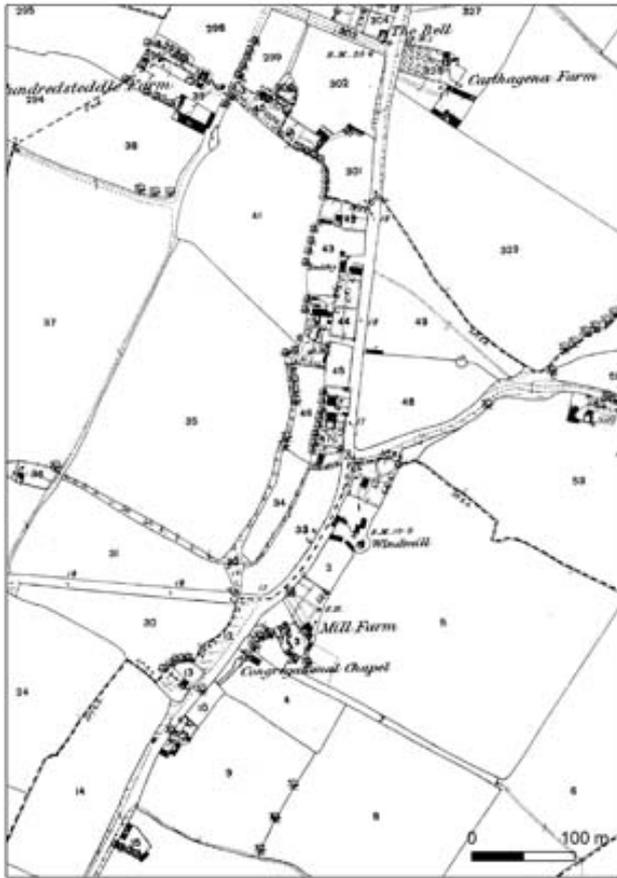
1845 Earnley Tithe map



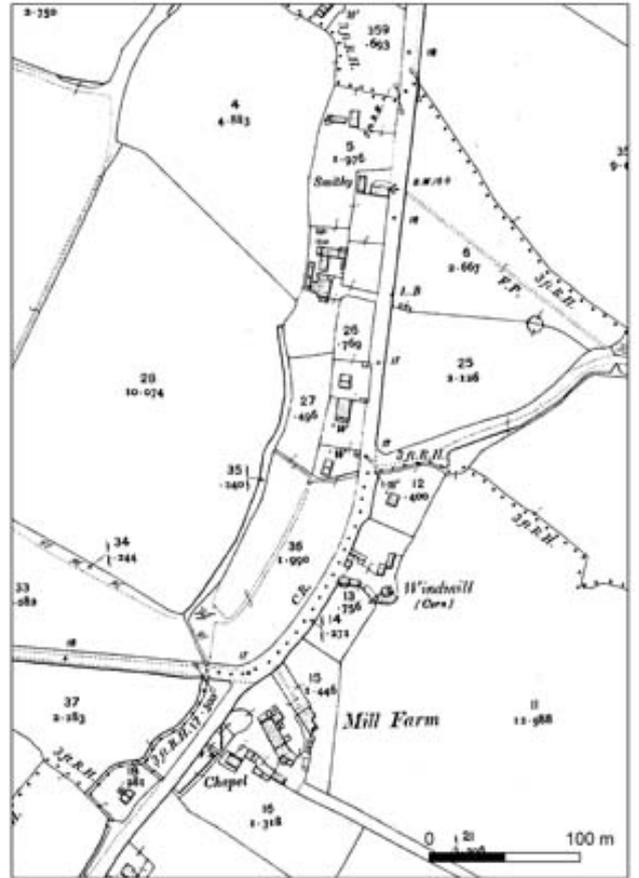
1842 East Wittering Tithe map



1875 First Edition Ordnance Survey 6"



1875 First Edition Ordnance Survey 25"



1911 Ordnance Survey



## 4 SPATIAL ANALYSIS

### 4.1 CHARACTER

The Somerley Conservation Area is notable for its linear form, with scattered detached cottages and houses along Bell Lane, set back from the road. Thick hedging and mature trees link the sites and hide many of the buildings from the busy road. The occasional building stands closer to the road, most notably Earnley Forge, which stands forward on the edge of the pavement on the west side of Bell Lane.

The key characteristics of the conservation area are:

- Rural conservation area with no obvious centre;
- Scattered linear residential development along Bell Lane;
- Wide grass verges along southern section of Bell Lane;
- Properties can be close to, or set back, from road;
- Houses are often hidden by tall hedges and trees;
- Attractive houses and cottages mainly dating to the 18<sup>th</sup> and 19<sup>th</sup> centuries;
- High proportion of listed buildings;
- Survival of late 18<sup>th</sup> century smock mill;
- Earnley Forge provides links to Somerley's agricultural past;
- Use of red brick, flint, and weatherboarding for the walls;
- Many of the buildings are thatched or covered in handmade clay tiles.

### 4.2 PLAN FORM, BUILDING TYPES AND BOUNDARIES

Somerley lies along a gently winding country lane (Bell Lane) which appears to be medieval in origin. Somerley Lane, which leads eastwards from Bell Lane, is probably part of the site of the medieval settlement, although little now remains. The Old Court House and Cottage Row are set back from Bell Lane and being accessed via Hundredsteddle Lane.

Most of the properties in the conservation area are small houses or cottages dating to the 18<sup>th</sup> or 19<sup>th</sup> century. Along Bell Lane are a variety of well detailed flint and brick cottages, often with thatched roofs. Flint Place, on the southern extremity of the conservation area, is typical of Somerley's more modest historic buildings. Close by in Bookers Lane, the former Tabernacle Chapel, built in 1839, has been converted into a house.

Boundaries are almost entirely composed of hedging and trees, strengthening the rural qualities of the conservation area. Occasionally, flint is used for a walling, such as outside Flint Cottages and Jasmine Place.



*Somerley House, Bell Lane*



*Flint walling in Bell Lane*

#### 4.3 OPEN SPACES, TREES AND VIEWS

The conservation area does not contain any formal open spaces, although the wide grass verges and a small “green” at the southern end of Bell Lane, where it diverts from the original route towards the old Roman road, could be considered an “open space”. However the busy traffic does not encourage any lingering apart from in the small wooden bus shelter on the west side of the road.

Trees and particularly hedges are very important and define most property boundaries. The hedges tend to be straggly rather than clipped. Trees include several groups of willow, confirming the wet and boggy nature of the land.

The part of the conservation area in Bell Lane is mainly enclosed by the spacious building plots, themselves contained by high hedges and trees. Views out of the conservation area, over the flat surrounding land, are therefore limited to glimpses through gateways. Long views along Bell Lane, as it curves gently, are important. The most notable views are marked on the Townscape Appraisal map.



*Bell Lane*

## 5 DEFINITION OF THE SPECIAL INTEREST OF THE CONSERVATION AREA

### 5.1 ACTIVITIES AND USES

Whilst all of the properties within the conservation area are in residential uses, there are a few buildings which, at least at one time, fulfilled alternative functions: the smock mill, on the east side of Bell Lane; the former blacksmith's house, on the west side of Bell Lane, and just outside the conservation area, the Bell Inn, a 20<sup>th</sup> century rebuild of a much earlier building. The Old Court House retains some buildings which may once have been used for animal husbandry, but are now ancillary to the residential use of the house. There are no commercial properties or religious buildings any more, since the Tabernacle Chapel has also been converted into a house.

### 5.2 LISTED BUILDINGS

There are eleven grade II listed buildings in the Somerley Conservation Area, which are all in residential uses apart from the smock mill. The mill dates to 1796-1797 and is an unusual survival although it has lost its sweeps and fan tail. The ground floor is tarred brick, with tarred weather-boarding above and a modern cap. Adjacent are a single storey flint barn and a small unlisted house, both somewhat altered, but together forming an interesting complex which provide links to Somerley's agricultural past. To the south is Mill House, formerly called Mill Farm, a brick-built late 18<sup>th</sup> century farmhouse, with a peg tiled roof. Earnley Forge is another, more visible, reminder of these former uses.

Otherwise the listed buildings are similar in form, being two storey cottages or modest houses, usually with low eaves and steeply pitched roofs. A good example is Sparrow Cottage, a four bay cottage of c.1800 with a thatched roof, refronted in brick in 1857 by Richard Stevens (1820-1895) and conveniently dated as such on a date stone on the front of the building. Cottage Row, off Hundredsteddle Lane, is another thatched cottage and is also listed grade II although its immediate neighbour, The Old Court House, is not listed because it was substantially rebuilt in the 20<sup>th</sup> century. Jasmine Cottage is also a late 18<sup>th</sup> century thatched building, set back from the road behind a pretty garden. Flint Place, on the southern edge of the conservation area, is a pleasing mixture of local materials being faced with flints, with red brick dressings, and a steeply pitched hipped roof covered in handmade clay tiles.

### 5.3 POSITIVE BUILDINGS

There is a small number of key unlisted buildings within the Somerley Conservation Area which make a *positive* contribution to the character and appearance of the conservation area. They are mainly 18<sup>th</sup> or 19<sup>th</sup> century and with the listed buildings described above, form an important part of the special architectural and historic interest of the area.



Sparrow Cottage, Bell Lane



Jasmine Cottage, Bell Lane



Cottage Row, Hundredsteddle Lane (on left)



Flint Place, Bell Lane



*Nos. 1 and 2 Flint Cottage, Bell Lane*



*Somerley Green House, Bell Lane*

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. Further information is included in Part 2 Chapter 2 Recommendations.

#### 5.4 BUILDING MATERIALS AND COLOURS

The historic buildings in the conservation area are notable for the variety of their building materials, and particularly for the use of thatch which covers many roofs. Local red clay provided the material for bricks and roof tiles, and flint cobbles are used for walling, either as cobbles or sometimes informally knapped. Flint Place provides perhaps the best examples of a symmetrical early 19<sup>th</sup> century cottage with flint elevations, enlivened by the use of red brick dressings to the sash windows and corners. The Old Court House and Cottage Row, at the other end of the conservation area, have white painted elevations and very low eaves, with casement windows and thatched roofs. Many of the houses have modern porches.

Colours in the conservation area are varied, with dark brown for the thatched roofs and a reddish brown for the clay roof tiles and brick. Flint walling provides grey-brown elevations, particularly on Flint Place, one of the more visible listed buildings.

#### 5.5 PUBLIC REALM

There are no historic paving materials in the conservation area, and the narrow pavements are simply covered in black tarmac. Replacing the existing concrete kerbstones with granite edging would result in a considerably less 'engineered' appearance. There is one street light. An unobtrusive bus shelter on the west side of Bell Lane is boarded and stained dark brown.

## 6 ISSUES

The Somerley Conservation Area encompasses a well preserved rural hamlet with few obvious threats to its character. The buildings are generally in very good condition and despite the busy traffic, it is clearly a desirable location in which to live.

However, there are features which could possibly be improved:

### 6.1 TRAFFIC ALONG BELL LANE

Busy and fast moving traffic along Bell Lane is a detrimental feature. Crossing the road or pulling out from driveways in cars can be dangerous. There is no pavement south of the bus stop in Bell Lane.

### 6.2 CONSERVATION AREA BOUNDARY REVIEW

As part of the appraisal process, the existing conservation area boundary was inspected. It was found that the boundary generally followed a logical line, apart from north of The Old Court House, where it cuts across the garden. A small alteration is therefore proposed in this location. The proposed changes, including additions to the boundary, are discussed in Part 2 Chapter 2 Recommendations.



### 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 Somerley 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 Somerley 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, West Sussex County Council, or private owners, 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

### 2.1 TRAFFIC ALONG BELL LANE

Busy and fast moving traffic along Bell Lane is a detrimental feature. Crossing the road or pulling out from driveways in cars can therefore be dangerous. There is no pavement south of the bus stop in Bell Lane.

*Recommendation:*

*The County Council could consider the addition of a pavement along the southern part of Bell Lane, one side only, to link through to the Earnley Road (B2198).*

### 2.2 NEW DEVELOPMENT

There is currently little sign of any threats from inappropriate development in the conservation area, but there may be in the future. Therefore, this document includes at Appendix 3 some “Good Practice Guidance” which will help property owners and the District Council when applications for change are being considered.

*Recommendation:*

*All new development should follow the “Good Practice Guidance” included at Appendix 3.*

### 2.3 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:

*Recommendation:*

*1. Add Carthagen Farm House and the farm buildings to the south to the conservation area.*

Carthagen Farm House and some of the agricultural buildings to the south are evident on the Birdham Tithe Map c.1847.

*Recommendation:*

*2. Add The Hundred House and the farm buildings to the south to the conservation area.*



*The smock mill is in urgent need of repairs*



*Add the garden of The Old Court House to the conservation area*



*Add part of Hundredsteddle Lane to the conservation area*

The Hundred House is a grade II listed building which dates from the 17th century. Many of the farm buildings to the south, though modern, coincide with the historic locations of outbuildings illustrated on the East Wittering Tithe Map of 1842. Some of these may survive in varying degrees. It is proposed to include the access road from Hundredsteddle Lane which features a number of mature trees.

*Recommendation:*

**3. Amend the conservation area boundary around The Old Courthouse to align with the curtilage.**

The conservation area boundary here previously cut through the garden of The Old Courthouse.

*Recommendation:*

**4. Incorporate the former Somerley Green into the conservation area, including the triangular field to the east boundary south of Carthegena Farm, and the rectangular field bisected by the B2196 at the south-west.**

Somerley Green is evident on a number of early maps, including Samuel Bowen's map of Sussex c.1750-1755 and Yeakell & Gardener's map of West Sussex c.1778, both of which pre-date the informal enclosure of the open field system, which took place in the 1790's. The name Somerley Green continued to be used for this land until at least the 1840's. The green remains largely intact, though may not be readily discernible.

## 2.4 POSITIVE BUILDINGS

In addition to the listed buildings, there are a number of buildings in Somerley 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 Carthegena Farm House, The Old Coach House and Earnley's Cottage.

Carthegena Farm House is evident on the Birdham Tithe Map c.1847 along with the agricultural buildings to the south also indicated on this early map and surviving to varying degrees. Carthegena Farm to the south is evidence of the past and present farm holdings within the area.

The Old Coach House and Earnley's Cottage are included on the East Wittering Tithe Map (1842) as outbuildings to Somerley Green House. It is proposed to include this building in the list of 'positive' buildings by virtue of the historic relationship to Somerley Green House and their contribution to the character and appearance of the conservation area.

The Townscape Appraisal Map previously identified the outbuilding to the north of Chapel Cottage, as a 'positive' building. It is recommended that the map be updated to correctly identify Chapel Cottage as 'positive' rather than the outbuilding currently identified. Chapel Cottage is evident on and identified as a 'Chapel' on the Earnley Tithe Map of 1845.

*Recommendation:*

**Recognize Carthegena Farm House, The Old Coach House and Earnley's Cottage, and Chapel Cottage as positive buildings within the conservation area. Remove the outbuilding to the north of Chapel Cottage.**

## 2.5 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:

- The Old Courthouse and outbuildings to the west
- Somerley Green House
- 1 and 2 Flint Cottages
- Earnley Mill and the outbuilding east of the windmill
- Chapel Cottage
- Carthegena Farm House
- The Old Coach House and Earnley's Cottage

*Recommendation:*

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

## 2.6 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 - note that part L of the Building Regulations, requiring double glazing for new windows, does not apply in the conservation area (or 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 Somerley 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 and 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 Somerley Conservation Area was designated in February 1976. The Local Plan insert map which is relevant is no. 57D. This confirms the following designations:

- A conservation area is based on part of Bell Lane;
- There are no other Local Plan designations either within or immediately outside the conservation area.

### 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 22<sup>nd</sup> February 2013 and the document was also put on the Council's website for six weeks until the 5<sup>th</sup> 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 (insert date) and will be a material consideration when making decisions about applications for development within, or on the edges of, the Somerley Conservation Area. The document will also inform other agencies and individuals whose activities impact on the fabric of the Somerley Conservation Area, such as West Sussex County Council, Earnley Parish Council, Birdham Parish Council and local 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 on 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 dashing 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 hardstanding 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.

### 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 19<sup>th</sup> century, but some are early 20<sup>th</sup> 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-19<sup>th</sup> 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 tarmac. 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. 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 tarmac 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;
- No 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 LIST CRITERIA

### 1 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.

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