



Please reply to:

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Date: 10 June 2024

Notice of meeting

Environment and Sustainability Committee

Date: Tuesday, 18 June 2024

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Environment and Sustainability Committee

Councillors:

M. Beecher (Chair)

K.M. Grant (Vice-Chair)

S.N. Beatty

L.H. Brennan

T. Burrell

J.P. Caplin

S.M. Doran

N. Islam

A. Mathur

L. E. Nichols

O. Rybinski

J.R. Sexton

J.A. Turner

H.R.D. Williams

P.N. Woodward

Substitute Members: Councillors M. Arnold, C. Bateson, H.S. Boparai, D.C. Clarke, J.T.F. Doran, A. Gale, R.V. Geach and K. Howkins

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

Page nos.

- 1. Apologies and Substitutes**

To receive any apologies for absence and notification of substitutions.
- 2. Minutes** **5 - 16**

To confirm as a correct record the minutes of the Environment and Sustainability Committee meeting held on 27 February 2024, and the extraordinary committee meetings held on 29 February 2024 and 16 April 2024.
- 3. Disclosures of Interest**

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.
- 4. Questions from members of the Public**

The Chair, or their nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

At the time of publication of this agenda no questions were received.
- 5. Terms of Reference** **17 - 20**

To note the updated Terms of Reference for this Committee, as approved by Council.
- 6. Strategic Priorities for 2024/2025** **21 - 22**

To consider the Strategic Priorities for 2024/25 for this Committee.
- 7. Tiny Forest Bid** **23 - 38**

To consider authorising a funding bid for the Loal Authority Treescapes Fund, and to delegate authority to the Head of Corporate Governance to enter a contract with Earthwatch to deliver the Tiny Forest project.
- 8. Conservation Areas** **39 - 262**

To consider agreement of the draft Conservation Area Appraisals, a six-week public consultation process, and referral of the appraisals back to the Committee to agree following the consultation process.
- 9. Housing Delivery Test Action Plan** **263 - 318**

To consider agreement of the Housing Delivery Test Action Plan 2023,

and publication of the Housing Delivery Test Action Plan 2023 on the Council's website.

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|------------|--|------------------|
| 10. | Consultation on Major Applications | 319 - 332 |
| | To receive an update on consultations on emerging planning proposals, and agree the revised Consultation on Emerging Planning Proposals. | |
| 11. | Update to Design Code Task Group | To Follow |
| | To consider changes to the Design Code Task Group. | |
| 12. | Updates from Task and Finish and/or Working Groups | 333 - 334 |
| | To receive an update on the following task and finish and/or working groups: | |
| | Community Infrastructure Levy Task Groups – written update | |
| | Climate Change Working Group – verbal update | |
| | Spelthorne Design Code Task Group – verbal update | |
| 13. | Forward Plan | 335 - 338 |
| | A copy of the Environment & Sustainability Committee Forward Plan is attached. | |

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**Minutes of the Environment and Sustainability Committee
27 February 2024**

Present:

Councillor M. Beecher (Chair)
Councillor K.M. Grant (Vice-Chair)

Councillors:

S.N. Beatty	S.M. Doran	J.R. Sexton
J.R. Boughtflower	M.J. Lee	J.A. Turner
T. Burrell	L. E. Nichols	P.N. Woodward
J.P. Caplin	K.E. Rutherford	

Substitutions: Councillors K. Howkins (In place of N. Islam)

Apologies: Councillors M.M. Attewell and H.R.D. Williams

In Attendance: Councillors C. Bateson

13/24 Minutes

The minutes of the meeting held on 23 January 2024 were agreed as a correct record.

14/24 Disclosures of Interest

There were none.

15/24 Questions from members of the Public

There were no questions from members of the public.

16/24 Green Initiatives Fund Bid - Home Canvassing Visits

The Committee considered a request for funding from the Green Initiatives Fund for the leasing of 20 electronic tablets to reduce paper output related to canvassing for the electoral register. A trial use of tablets was undertaken recently and feedback indicated that the canvassers found them easier to use, and more accurate and efficient in data collection.

The Committee queried the reasoning behind leasing the tablets rather than purchasing them, and the Electoral Services Manager explained that the tablets were only required for a six week period, and a majority of the cost was relate to licences which would require annual renewal. If successful, this would be an ongoing annual cost, however it was anticipated use of the tablets would enable savings in officer cost and time. The Committee suggested that if the bid was approved, an evaluation on efficiency should be undertaken to justify future expenditure.

The Committee **resolved** to approve the bid for funding from the Green Initiatives Fund amounting to £9272.50 to offset the cost of the leasing of 20 tablets and licences.

17/24 Climate Change Supplementary Planning Document

The Committee considered a report on the adoption of the Climate Change Supplementary Planning Document (SPD) from the Climate Change Officer and Principal Planning Officer (Strategic Planning). A consultation on the SPD had been undertaken, and the responses evaluated. The document had been amended slightly to take responses into consideration. If adopted, the SPD could be used in conjunction with existing climate change policies and any future local plans from the date of adoption. All future planning applications would require the document to be completed when submitted.

The Committee noted that the measures set out in the document were guidance and queried how engagement with the guidance would be measured. The Climate Change Officer confirmed that officers would be evaluating the responses and further work on the document could be considered if response was lacking. Training would be given to assist with completion of the form. The Planning Development Manager confirmed that the document could be included in the list of forms required to be submitted for planning applications, and consideration would be given about how to capture the information from the SPD in reports for the Planning Committee.

The Committee **resolved** to approve the Climate Change Supplementary Planning Document and recommend to Council for adoption.

18/24 River Thames Scheme Consultation Response

The Committee received a presentation on the River Thames Scheme Statutory Consultation Project Group's Response from the Principal Planning Officer, and the Project Manager from Stantec.

The Project Manager from Stantec presented a summary of the Project Group's response which set out the wider benefits of the scheme to Spelthorne but explained that the main focus of the report was to cover areas of concern, areas where they felt detail in proposals were lacking, contradictory statements, and highlighted the ambitious timeline proposed. The response also recommended further engagement to address the concerns expressed in the consultation response, and suggested that engagement in the areas affected would need to be tailored to those areas.

Some Committee members expressed concern over the disparity of the information presented in the consultation response against the consultation events for the scheme that had taken place with residents. The Project Manager explained that it was not unusual for concerns to be raised at this point in the process for the applicant to address them before submitting their Development Consent Order to the Planning Inspectorate. An examination on the Order would then take place, and the Planning Inspectorate would not accept it if they did not believe that there were outstanding concerns.

The Committee noted that the response was a collective response from a number of stakeholders affected by the scheme, and expressed hope that control over development of the scheme would be addressed. The Group Head – Place, Protection, and Prosperity suggested that consideration could be given to independent monitoring of the scheme.

The Committee suggested that further concerns regarding Ferris Meadow Lake, and gravel extraction in Sunbury should be included in the consultation response. The Committee also noted some of the benefits the scheme would bring to some areas of Spelthorne.

The Project Manager further encouraged the Committee members and residents to respond to the consultation with individual concerns.

The Committee **resolved** to agree the Council's response to the River Thames Scheme Statutory Consultation.

19/24 Establishment of Spelthorne Design Code Task Group and Terms of Reference

The Committee considered a report from the Principal Planning Officer (Strategic Planning) to establish a Design Code Task Group. Development of a design code was a requirement of the Levelling Up and Regeneration Act 2023, and a particular concern to residents and elected members. Establishing a task group would ensure effective and ongoing engagement with key stakeholders.

The Committee expressed concern that the group would only consist of four members, and two would hold chair positions. After some discussion, it was agreed that references to a vice-chair should be removed from the terms of reference. The Committee also suggested that minutes of meetings held should be taken, and it was confirmed that key matters discussed would be

reported to the Committee. The task group could not make decisions and any decisions would be referred to the Committee.

The Committee **resolved** to establish the Spelthorne Design Code Task Group and approved its terms of reference subject to the removal of references to a Vice-Chair.

It was proposed by Councillor Beecher and seconded by Councillor Sexton that Councillors Lisa Brennan, Tony Burrell, Howard Williams, and Michele Gibson be appointed as members to the task group.

The Committee **resolved** to appoint Councillors Lisa Brennan, Tony Burrell, Howard Williams, and Michele Gibson as members of the task group.

It was proposed by Councillor Beecher and seconded by Councillor Sexton that Councillor Burrell be appointed as Chair of the task group.

It was proposed by Councillor Boughtflower and seconded by Councillor Howkins that Councillor Brennan be appointed as Chair of the task group.

The Committee **resolved** to appoint Councillor Tony Burrell as the Chair of the Task Group.

20/24 Updates from Task and Finish and/or Working Groups

The Committee received an update on the work of the Community Infrastructure Levy (CIL) Task Groups and a verbal update on the work of the Climate Change Working Group.

The Group Head – Place, Protection and Prosperity notified the Committee that members on the CIL board were comfortable with Spelthorne Museum's request for phased payments.

The Chair provided a summary of topics and reports discussed at the last meeting of the Climate Change Working Group.

The Committee **resolved** to note the updates.

21/24 Forward Plan

The Committee **resolved** to note the forward plan for future Committee business.

**Minutes of the Environment and Sustainability Committee
29 February 2024**

Present:

Councillor M. Beecher (Chair)
Councillor K.M. Grant (Vice-Chair)

Councillors:

S.N. Beatty	S.M. Doran	J.R. Sexton
J.R. Boughtflower	M.J. Lee	J.A. Turner
T. Burrell	L. E. Nichols	H.R.D. Williams
J.P. Caplin	K.E. Rutherford	P.N. Woodward

Substitutions: Councillors K. Howkins (In place of N. Islam)
O. Rybinski (In place of M.M. Attewell)

Apologies: Councillors M.M. Attewell and N. Islam

In Attendance: Councillors C. Bateson, J. Button, L.H. Brennan, M. Buck, D.C. Clarke, S.A. Dunn and M. Gibson

22/24 Disclosures of Interest

Councillor L. Nichols declared he was a member of Knowle Green Estates board.

23/24 Local Plan - Resumption of Examination

The Committee considered a report with options for modifications on Green Belt allocations, Flood Risk sites, and the Staines Development Framework to propose to the Inspector to resume the Local Plan Examination.

Councillor Beecher proposed and Councillor Sexton seconded that the recommendations regarding flood risk be amended to read as follows:

1. Keep all proposed flood risk sites in the draft Local Plan subject to no resolute objection from the Environment Agency.
2. Keep all proposed flood risk sites except for those at high risk of flooding subject to no resolute objection from the Environment Agency.
3. Keep all proposed flood risk sites but remove those at high risk of flooding and move some higher risk sites to later in the Plan period (11-15 years) to allow for the River Thames Scheme to be implemented and the design code to be completed and subject to no resolute objection from the Environment Agency.

The Committee **resolved** to agree the additional wording for the flood risk options.

The Service Lead of Strategic Planning and Enterprise explained the background to the current position on the Local Plan. The options presented in the report were the result of several meetings with administration group leaders. The Council could seek modifications before the Inspector resumed the examination hearings, however it would be the Inspector's decision to accept the modifications.

The Local Plans Manager reported that the Flooding Consultants advised that the Environment Agency had confirmed which modelling outputs should be used in the Strategic Flood Risk Assessment (including the tributary of the River Ash), and updates would continue to be completed.

Catriona Riddell, Critical Friend from Catriona Riddell Associates, highlighted the changes to the National Planning Policy Framework announced in December 2023. However, these changes did not have an impact on Spelthorne's Local Plan as it had already been submitted for consultation, and could not be withdrawn, so any changes had to be managed through main modifications.

Councillor Burrell proposed and Councillor Beatty seconded that an additional option should be considered regarding Green Belt sites: "To keep the eight 'weak' performing Green Belt areas, Gypsy, Traveller and Travelling Showpeople sites, and remove 'moderate' and 'strong' performing Green Belt sites."

The Committee noted that requesting a change to the Green Belt allocation would present a risk in terms of speculative development on Green Belt land. The Inspector could also request that more Green Belt sites be released. The Committee established which Green Belt sites would be retained if the additional option were agreed.

Councillor Burrell withdrew his motion for the additional option regarding the Green Belt sites.

The Committee noted that developers would have to comply with the 50% affordable housing mandated for the Green Belt sites as it was currently set out in the Local Plan. The Committee also noted that there was a strong case

for retaining the Gypsy, Traveler, and Travelling Showpeople sites as allocations from Green Belt as the Council had to fulfil an obligation. Other Committee members felt there was no strong argument to release Green Belt as the 'strong', 'medium', and 'weak' descriptors had no meaning.

The meeting adjourned at 19:48 and resumed at 19:56.

The Committee voted on the three options regarding Green Belt sites as follows:

1. Keep Green Belt allocations in the Local Plan as submitted. (8 votes)
2. Remove all Green Belt allocations from the Local Plan. (3 votes)
3. Remove all Green Belt allocations from the Local Plan with the exception of the two allocations that meet the need for Gypsy, Traveller and Travelling Showpeople. (5 votes).

As a majority of the Committee did not vote on any one option, option two was removed from consideration by the Committee and the vote was re-taken.

Option 1 received 8 votes and Option 3 received 8 votes. In accordance with Standing Order 21.3, the Chair put forward a casting vote for Option 3.

The Committee **resolved** to propose to the Inspector to remove all Green Belt allocations from the Local Plan with the exception of the two allocations that meet the need for Gypsy, Traveller and Travelling Showpeople.

It was proposed by Councillor Williams to add another option for consideration related to flood risk: to remove all proposed flood risk sites in the draft local plan subject to no objection from the Environment Agency. As there was no seconder for the motion, it was withdrawn.

The Committee were informed that the Environment Agency had already provided comments on individual sites, and the Inspector had requested a Statement of Common Ground between the Council and the Environment Agency. Some of the options for consideration by the Committee had arisen in response to those comments.

The Committee noted that if option three were recommended as a modification, it would reduce the number of units and fail to meet the assessed need, and there was a risk the Inspector would request that sites to meet the assessed need be found elsewhere. However, if no suitable sites could be provided, it could also be used as evidence for not meeting the housing need.

The Committee were informed that if they opted for option one, a modification had already been proposed before the examination to remove those sites at worst risk of flooding.

It was proposed by Councillor Williams and seconded by Councillor Rutherford that the word “implemented” in option 3 relating to the River Thames Scheme be replaced with “operational and proven to be effective”.

The Committee debated the strength of the proposed wording, and suggested it be amended to “operational and effective”. This wording was agreed by Councillors Williams and Rutherford.

The Committee **resolved** that option 3 be amended to read: “Keep all proposed flood risk sites but remove those at high risk of flooding and move some high risk sites to later in the Plan period (11-15 years) to allow for the River Thames Scheme to be operational and effective and the design code to be completed and subject to no resolute objection from the Environment Agency.”

The meeting adjourned at 20:32 and reconvened at 20:46.

The Committee noted that the Environment Agency updated their modelling regularly, and it was likely when the plan was reviewed and updated in five years’ time that the modelling and Strategic Flood Risk Assessment documents would be updated as they were living documents.

The Committee voted on the three options regarding flood risk sites as follows:

1. Keep all proposed flood risk sites in the draft Local Plan subject to no resolute objection from the Environment Agency (0)
2. Keep all proposed flood risk sites except for those at high risk of flooding subject to no resolute objection from the Environment Agency (5)
3. Keep all proposed flood risk site but remove those at high risk of flooding and move some high risk sites to later in the Plan period (11-15 years) to allow for the River Thames Scheme to be operational and effective and the design code to be completed and subject to no resolute objection from the Environment Agency. (11)

The Committee **resolved** to propose to the Inspector to keep all proposed flood risk sites but remove those at high risk of flooding and move some higher risk sites to later in the Plan period (11-15 years) to allow the River Thames Scheme to be operational and effective, the design code to be completed, and subject to no resolution objection from the Environment Agency.

The Committee noted the contradictory advice regarding the Staines Development Framework provided by Andy von Bradsky from von Bradsky Enterprises, and from the counsel representing Spelthorne Borough Council at the Local Plan Examination. Professional advice regarding the need for the Staines Development Framework was provided by Andy von Bradsky, and a legal opinion was provided by counsel.

The Committee noted that the Staines Development Framework was a Supplementary Planning Document and was not required for the Local Plan Examination. The Committee also noted that work on design codes now required progression.

The Committee voted on the two options regarding the Staines Development Framework and the results were as follows:

1. To retain the Staines Development Framework as a core document (5)
2. To withdraw the Staines Development Framework as a core document (10)

The Committee **resolved** to propose to the Inspector to withdraw the Staines Development Framework as a core document.

Meeting ended at 21:12

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**Minutes of the Environment and Sustainability Committee
16 April 2024**

Present:

Councillor M. Beecher (Chair)
Councillor K.M. Grant (Vice-Chair)

Councillors:

S.N. Beatty	N. Islam	J.R. Sexton
J.R. Boughtflower	M.J. Lee	J.A. Turner
T. Burrell	L. E. Nichols	H.R.D. Williams
S.M. Doran	K.E. Rutherford	P.N. Woodward

Apologies: Councillors M.M. Attewell

In Attendance: Councillors C. Bateson

24/24 Disclosures of Interest

There were none.

25/24 Draft Air Quality Action Plan

The Committee considered a report from the Principal Pollution Control Officer regarding the submission of a Draft Air Quality Action Plan to DEFRA. The Council was required to submit a draft plan for comment by 1 May, and a public consultation on the plan would be undertaken. Following consultation, the plan would be amended and submitted to the Committee and DEFRA for final approval. An Air Quality Consultant (Technical Director), and Transport Strategy Manager from Surrey County Council were also in attendance to provide information on their input into the draft action plan.

The Committee noted the public consultation would take place online and in local community spaces and encouraged further engagement with the public to respond. The Committee acknowledged that despite having an action plan, much of the impact on air quality was down to individual behaviour. Various ideas were suggested regarding community engagement, particularly with schools, to address what could be personally done to improve air quality. The Committee were cautioned about the direct use of air quality data as it

fluctuated according to conditions, and most health effects were due to long-term exposure.

The Committee noted various initiatives and proposals in place by the Council and other stakeholders to assist in reducing vehicle emissions and encourage active travel. The Principal Pollution Control Officer explained the level of collaboration between the Council and various stakeholders, especially those in the education and the health sectors, to address air quality in the borough.

Councillor Islam arrived at 19:28.

The Committee noted the actions set out in the report and queried how they would be monitored. The Principal Pollution Control Officer confirmed that progress on the actions would be scrutinised annually by DEFRA and progress reports to the Committee could be considered.

The Committee **resolved** to:

1. Approve the progression of the draft Air Quality Action Plan for submission to Defra for review; and
2. Approve the progression of the draft Air quality Action Plan to undergo Public Consultation.

Meeting ended 20:05

ENVIRONMENT & SUSTAINABILITY (E&S) COMMITTEE**Membership**

At least 15 members reflecting political balance.

Functions

This committee has responsibility to carry out those statutory and non-statutory functions falling within its areas of responsibility as set out below. Working within the Budget and Policy framework previously approved by Council, it will set strategic priorities for the services within the Committee's remit.

Areas of responsibility include:

- Cemeteries
- Climate emergency response - including carbon management, mitigation and adaptation measures
- Community Infrastructure Levy (CIL) funds
- Emergency planning
- Environmental sustainability and biodiversity
- Fly tipping
- Grounds Maintenance
- Heathrow liaison
- The Local Plan
- Parking services and strategy
- Parks, open spaces, allotments and playgrounds
- Planning policy and enforcement
- Pollution control including air quality and contaminated land
- Street Cleansing
- Transport including Electric Vehicle strategy
- Waste strategy and management, including Recycling

And specifically:

- To consider and make recommendations on fees and charges in respect of those services falling within the Committee's areas of responsibility to Corporate Policy and Resources Committee.
- To consider all Community Infrastructure Levy (CIL) funds allocation and determination in all cases, except for those proposals related to major infrastructure projects where significantly large sums of monies are being committed or on schemes which carry a degree of complexity which will be referred for decision to Corporate Policy and Resources Committee, as recommended by the CIL Task Group.
- To scrutinise those aspects of the operation of Heathrow Airport that directly relate to this Committee's areas of responsibility.
- To establish the Community Infrastructure Levy Working Group with the membership and terms of reference as set out below
- To establish the Climate Change Working Group with the membership and terms of reference as set out below

- To review and scrutinise flood risk management

Working Groups Terms of Reference

Community Infrastructure Levy (CIL) Working Group

1. Remit

The CIL Working Group is a Councillor/Officer group set up to work jointly and collaboratively to advise the appropriate Committee on CIL generally and make recommendations on bids for CIL monies allocated to it by the Borough Council.

The CIL Working Group will assess bids for Strategic CIL funding and will recommend to the Environment & Sustainability (E&S) Committee for approval. Bid assessment will consider a number of factors including project cost, match funding, deliverability, and relevance to the identified infrastructure needs set out in the Infrastructure Delivery Plan (IDP).

In exceptional circumstances the Working Group may recommend bids to the Committee and Corporate Policy and Resource Committee (CPRC) should it be appropriate to do so.

2. Membership of the Working Group

The CIL Working Group comprises:

- The Leader of Spelthorne Borough Council
- The Chair of E&S Committee
- The Chairs of each of the five Local Spending Boards

The Chair of the Working Group will be nominated by the Working Group.

The following Officer representation will apply:

- Strategic Planning Manager
- Infrastructure Delivery Co-ordinator

The Working Group will reserve the right to draw in representatives from other Borough, County, and external service areas as required to assist it in its work.

3. Meetings

The Strategic CIL Bidding Round will run between the months of April and June. The Working Group will meet as soon as practical after the close of the Bidding Round to consider applications. Once recommendations have been decided, these will be taken to the appropriate Committee as soon as practical for final decision-making. Where possible, final decisions should be published between September and October.

The Working Group may also meet as required throughout the year to discuss Strategic CIL allocations and to ensure effective and timely allocation of CIL monies.

4. Objectives

The Working Group objectives are:

- To ensure overall programming of infrastructure projects agreed by the appropriate Committee.
- To advise and recommend to the appropriate Committee schemes that will have maximum benefits to the community.

- To monitor receipts and expenditure of CIL monies, including the maintenance of reserves in the fund of approximately £1 million.

The Working Group will be responsible for:

- Recommending projects to the appropriate Committee which require CIL funding from resources allocated to it, following assessment in accordance with the agreed criteria.
- Regular monitoring and reporting to the E&S Committee on the delivery of projects including revisions to timescales and expenditure.
- Reporting to the E&S after completion of each project.

5. Output

Regular project progress updates to the E&S Committee on CIL priorities and funding of projects.

Adopted 26 April 2023

Climate Change Working Group

The Spelthorne Climate Change Working Group will consist of 7 members.

The Terms of Reference for the Working Group are:

1. To implement the climate change strategy and action plan agreed in 2022 to deliver our target of carbon neutrality by 2030.
2. To make recommendations to Environment and Sustainability Committee on areas for improvement which can impact on 'climate change' and to identify, and make recommendations on, developing new environmental policies where required which will help move the Council and Borough towards carbon neutrality by 2030.
3. To report to c appropriate action plans and targets to deliver the Council's 2030 target of zero carbon emissions.
4. To monitor progress with delivering the action plans and achieving targets and report on progress to Environment and Sustainability Committee on a quarterly basis.
5. To consider government and wider authorities' consultation on documents relating to 'climate change' and assist Environment and Sustainability Committee in formulating its response.
6. For members of the Working Party to act as 'climate change' champions by leading by example and advocating action on climate change. The Council has an important community leadership role to play regarding the 'climate change' agenda.
7. To identify areas for further research and invite presentations, workshops and discussions with experts as appropriate to help inform the Council's policies and action plans.

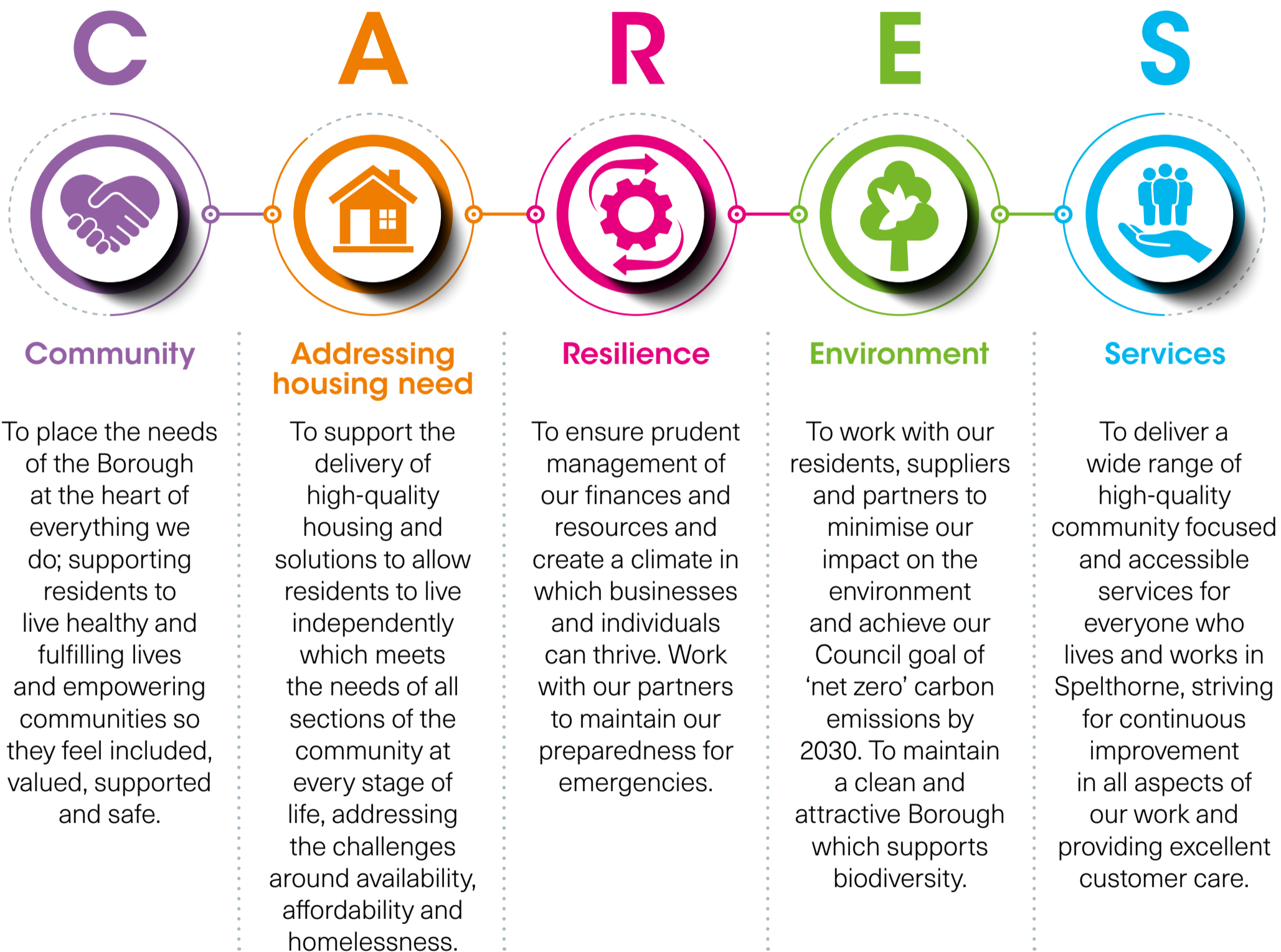
8. The Climate Change Working Group will consider the best way of engaging with key partners and work closely with the Government, the Environment Agency, Surrey County Council, local businesses, residents and other partners across the county and Borough to meet the target of making the Borough carbon neutral by 2030.
9. To consider and formulate a communication strategy to promote the Council's activities on climate change.
10. To monitor flood risk and actions to mitigate.

Membership and Proceedings of the Working Group on Climate Change

1. To be a cross party working group
2. The Chair of the Environment and Sustainability Committee or appointee will chair the Group.
3. The Group will appoint its own vice chair from within its membership.
4. The meetings of the Working Group will be internal and confidential to the Council. At the Chair's discretion, some of the meetings will be open to all members of the Council to attend, particularly those to which outside speakers have been invited, to ensure wide engagement across the organisation.
5. The Working Group, can co-opt an external member to the Group, as required, to deal with, specialist areas. However, it remains the decision of the full Working Group as to what targets are recommended.
6. The Working Group will meet at least 4 weeks before an Environment and Sustainability Committee but potentially more frequently depending on workload and actions required.
7. The Working Group should aim to deliver a consensual view to Environment and Sustainability Committee Where this is not possible it should aim to report fairly on the divergent views of the group. Voting is not considered appropriate or necessary. Proactive and innovative suggestions are encouraged.
8. Liaison and engagement with a wide range of stakeholders is welcomed. The Working Group should seek a wide body of opinion to inform its considerations including exchanging views on pertinent matters and receiving suggestions as to how climate change can be addressed in areas over which Spelthorne Borough Council has limited control or significant influence.

Adopted 27 June 2023

PRIORITIES



Putting residents at the heart of everything we do.

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Environment and Sustainability Committee



18 June 2024

Title	Tiny Forest bid
Purpose of the report	To authorise Spelthorne Officers to submit a bid to the Local Authority Treescapes Fund (LATF) in partnership with Runnymede Borough Council to fund one or more Tiny Forests in Spelthorne.
Report Author	Anna Fjortoft – Biodiversity Officer (Neighbourhood Services) Gina Cook - Climate Change Officer (Projects)
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	n/a
Corporate Priority	Community Resilience Environment
Recommendations	<ul style="list-style-type: none"> • Authorise Spelthorne Officers to submit a funding bid to the LATF. • Delegate authority to Head of Corporate Governance to enter a contract with Earthwatch to deliver the Tiny Forest project.
Reason for Recommendation	The creation of one or more Tiny Forests in the borough supports our Climate Change Strategy, the Climate Change Emergency declaration made by Spelthorne Council in 2020, and three targets in the Corporate Plan. Additionally, a Tiny Forest provides the opportunity to connect people to nature and restore habitat for urban wildlife.

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> • Spelthorne Borough Council declared a climate emergency in October 2020 • Biodiversity is one of the 9 key sections within the strategy. • Grant funding is available from LATF, which can be used to 	<ul style="list-style-type: none"> • A Tiny Forest is a tennis-court sized woodland aiming to restore woodland habitat in urban areas. Benefits include connecting people with nature, helping to mitigate the impacts of climate change, and providing nature-rich habitat to support urban wildlife.

<p>apply for a Tiny Forest, whilst working with the organisation Earthwatch to implement it.</p> <ul style="list-style-type: none"> • There is an opportunity for partnership working with Runnymede, who also want to create Tiny Forests in their borough. This will contribute to creation of biodiversity corridors across our shared boundary. • Each Tiny Forest costs approximately £32,960 for creation and three years of management and engagement with Tiny Forest. If successful, the bid will cover all costs. 	<ul style="list-style-type: none"> • This will support actions in the Climate Change Strategy Action Plan, specifically related to biodiversity and carbon sequestration and resilience. It also supports actions in the corporate plan.
<p>This is what we want to do about it</p>	<p>These are the next steps</p>
<ul style="list-style-type: none"> • Apply for the funding from LATF to work with Earthwatch. • Create one or more Tiny Forests in the borough. 	<ul style="list-style-type: none"> • Gain approval to submit a bid proposal. • Find an area of land that can be used for this purpose.

- 1.1 Tiny Forest is a planting project package created by Earthwatch Europe which is based on a planting concept known as Miyawaki. These small but powerful forests are tennis court-sized (200m²), highly dense (3 saplings per m²), 100% native and species rich (25 trees and shrubs) woodlands. They are designed to fast track to the stable ecosystem of a mature woodland in 20-30 years, rather than 100-200 years through natural woodland development. Therefore, they deliver the associated benefits of a forest ecosystem much faster.
- 1.2 This planting project offers unique and additional benefits to existing woodlands and tree planting in Spelthorne. While the Council already actively plants trees, they are usually planted in a small copse, grouped in small numbers (not usually more than ten, spaced out), or in narrow rows to form hedgerows. These do not provide the same dense habitat for wildlife, they won't grow as quickly as a Miyawaki forest and therefore do not provide as many benefits.
- 1.3 Tiny Forest also offer a unique opportunity for community engagement; Earthwatch organise volunteer planting days including environmental education sessions, engaging a tree-keeper team of 4-5 community volunteers (1hr/month in spring summer of first two years to weed and water), train volunteers in citizen science to monitor the environmental and social benefits of the forest, and provide resources to assist with nature learning. Earthwatch are involved for a minimum of three years to support the early stages of establishment. After establishment, Earthwatch will continue to be involved as much as they are able; it is in their interest to keep volunteers

engaged and to continue citizen science monitoring in order to collect data about Tiny Forests. The timetable of events is provided by Earthwatch in a project Agreement which is signed by Earthwatch, the Council and the landowner.

- 1.4 The Corporate Plan highlights the need to 1) plant more trees to reduce flood risk; 2) to identify habitats of high carbon sequestration and plant species to adapt to future environmental changes; and 3) to promote local 'greening the grey' initiatives via schools and community groups.
- 1.5 This project will help us to achieve these aims. Tiny Forests will contribute to alleviation of flooding as tree roots help water to penetrate the soil at a faster rate, reducing surface run-off whilst leaves and branches intercept rainfall, slowing the rate of soil saturation. The dense planting of Miyawaki planting results in accelerated growth rates and hence carbon sequestration rates. Trees are all native to support native wildlife optimally. Additionally, the forests will provide cooling and shading to adapt to the urban heat island effect. Lastly, Earthwatch will recruit and organise community groups and schools and provide citizen science training and resources to them so they can monitor and mind the forest as it grows. They will monitor biodiversity, survival, air temperature, personal experience, soil condition etc.
- 1.6 Applying for the bid with Runnymede will strengthen our bid as the LATF favour partnership working. It does not require any ongoing collaboration between Spelthorne and Runnymede regarding the Tiny Forests, but the Councils will benefit from updating one another on the development of our Tiny Forests.

2. Key issues

- 2.1 Surrey Wildlife Trust reports that species have declined on average by 19% since 1970, and in Surrey the rate of decline is even faster. As one of the most urban boroughs within Surrey, Spelthorne has one of the lowest percentage tree canopy covers in Surrey. Tiny Forest is an ideal method for restoring lost woodland in urban areas.
- 2.2 Environmental issues such as flooding, heat stress and loss of biodiversity are increasingly affecting urban areas. Creating thriving and climate-resilient urban areas that support economic growth, whilst also enhancing livelihoods and wellbeing, is a considerable challenge. Tiny Forests capture carbon from the atmosphere, help with urban cooling, provide much-needed urban wildlife habitats and increase accessibility to nature.
- 2.3 We are investigating potential sites for the Tiny Forests, prioritising locations where we know woodland has been lost previously, where there is already a community group who will want to support, or in proximity to the Runnymede boundary. The landowner, whether Spelthorne or another landowner we collaborate with, will sign a land release as part of the Agreement with Earthwatch. The landowner will agree not to remove the forest for ten years. If a site on Spelthorne land is identified, a report will come back to Environment and Sustainability seeking authorisation to enter a Land Release Agreement.
- 2.4 LATF are providing an opportunity to submit a funding bid that would cover the costs of the creation of one or more Tiny Forest and three years of establishment costs. After three years, the Tiny Forest is self-sustaining.

- 2.5 We have identified schools as a highly suitable location. Having a Tiny Forest in their school fields will enrich wildlife education for students. School sites also have the benefits of providing more security from vandalism and a pool of volunteers to care for the forest.
- 2.6 Whilst the addition of a Tiny Forest to a school field may reduce the area for sports recreation, a Tiny Forest will be a valuable asset to the school; it will provide an opportunity for students to actively learn about conservation, climate change and biological monitoring. Earthwatch provide specific resources tailored to school students to assist with these lessons. Whether a school has space for the addition of a Tiny Forest is at the school's discretion. Surrey County Council Tree Planting Officers are supporting this and attending school visits to assess site viability.
- 2.7 We have already received an expression of interest for collaboration from Riverbridge Primary School (Staines) and Thames Water (Ashford, or around the King George VI or Queen Mary reservoirs) and are progressing discussions on site viability with the assistance of Earthwatch and the SCC Tree Planting Officers.
- 2.8 We will also be looking for sites on Spelthorne-owned land. A separate report will be submitted to the Environment and Sustainability Committee if sites have been identified.

3. Options analysis and proposal

- 3.1 **Option 1:** For the Committee to recommend the application of the bid to LATF for a Tiny Forest (recommended option). This will support the Climate Change Strategy and Corporate Plan.
- 3.2 **Option 2:** For the Committee to reject application for a bid. This will not support the Climate Change Strategy and Corporate Plan.

4. Financial implications

- 4.1 As per 2.4, Earthwatch has stated that the project will incur zero costs to the Council and will be fully funded through the LATF bid. If successful in the bid for a Tiny Forest, the grant will cover all costs for the first three years, apart from any officer time used to assist with the project.
- 4.2 Officer time will include identifying sites for the forests and liaising with Earthwatch whilst they write the bid. Following the bid submission (June 30th), Officer time will be minimal. Earthwatch will act as a supplier and carry out the entire project on the Council's instruction. Officer time can be covered by existing resources.
- 4.3 In the unlikely circumstance that the forest fails, and survival is less than 75%, Earthwatch will replant the following season with zero cost to the council. This will be included in the Agreement.
- 4.4 The bid will include watering by a third-party contractor for six weeks in the first summer and/or second summer of planting.

5. Risk considerations

- 5.1 At this stage there is no direct risk to the Council.
- 5.2 If the Officers are successful in the bid but sites are then found to be unsuitable, it is possible to change the planting sites. If no sites can be

identified, the Council will repay the money and project will end with no loss other than Officer time.

- 5.3 As we continue to experience the impacts of climate change, climate resilience will continue to be a risk. Recognising this risk and taking action now is important.

6. Procurement considerations

- 6.1 There are no procurement considerations at this time. Earthwatch are the only viable organisation to carry out this project and offer this level of support, including writing the bid application on Spelthorne's behalf.

- 6.2 Since 2020, Earthwatch have planted over two hundred Tiny Forests in the UK including a number of London Boroughs, Berkshire, Buckinghamshire, Oxfordshire and Scotland to name a few. They have worked with more than twenty eight UK Councils, and with organisations including DEFRA, Forestry Commission, Nature Scot, Thames Water and a number of other businesses. They are experienced in preparing bids to be submitted by councils to the Local Authority Treescapes Fund and have one hundred percent success rate across the forty bids they have previously prepared.

7. Legal considerations

- 7.1 Legal Services (g.legal@spelthorne.gov.uk) will be consulted for advice on the terms and conditions of the Grant Agreement; and on the preparation of a Collaboration Agreement with Runnymede Borough Council and / or Earthwatch Europe.
- 7.2 Legal Services will advise and assist in the preparation of any other relevant agreements that may be required as a result of a successful bid.
- 7.3 Legal Services will further advise on compliance with the Council's Contract Standing Orders where applicable and the Council's statutory duty to deliver best value under the Local Government Act 1999.
- 7.4 Prior to entering into a binding commitment Legal Services will also be consulted on any potential user restrictions or incumbrances in respect of the land identified for the proposed planting of Tiny Forest as well as the release agreement referred to in paragraph [1.3, 2.3, 4.3].

8. Other considerations

- 8.1 There are none.

9. Equality and Diversity

- 9.1 The climate emergency and its impacts affect all of us. However, many of the effects will be disproportionately felt by those residents and communities who are most vulnerable. The proposed Tiny Forest concept creates areas in urban environments that ensure additional resilience to the impacts of climate change.
- 9.2 Earthwatch assist in the creation of a Tiny Forest and work closely with communities to implement the project. This provides members of the community a role in helping to care about their environment. Access to green space and education should be accessible for all.

10. Sustainability/Climate Change Implications

- 10.1 Environmental issues such as flooding, heat stress and loss of biodiversity are increasingly affecting urban areas. As we continue to experience the impacts of a changing climate, the need to provide areas of refuge in urban spaces will continue to grow.
- 10.2 The creation of such spaces will be significant to ensure that Spelthorne is responding proactively to the climate emergency through appropriate mitigation and adaptation actions, alongside the positive biodiversity and health impacts.

11. Timetable for implementation

- 11.1 To be submitted to the Environment and Sustainability Committee on the 18th June 2024. If approval for submission of this bid is given, the bid will be prepared by Earthwatch and submitted by the Council before the deadline of June 30th 2024. Planting of Tiny Forest would commence in November 2024.

12. Contact

- 12.1 Anna Fjortoft a.fjortoft@spelthorne.gov.uk
- 12.2 Gina Cook g.cook@spelthorne.gov.uk

Background papers: *None.*

List as Appendices:

Appendix 1: Tiny Forest Fact File

tinyforest



Powered by earthwatch
EUROPE



TINY FOREST

Tiny Fact File



What is a Tiny Forest?

A Tiny Forest is a dense, fast-growing native woodland, about the size of a tennis court. These forests are not only great homes for butterflies, birds, bees and other wildlife but also a place for people to connect with, and learn about, nature.

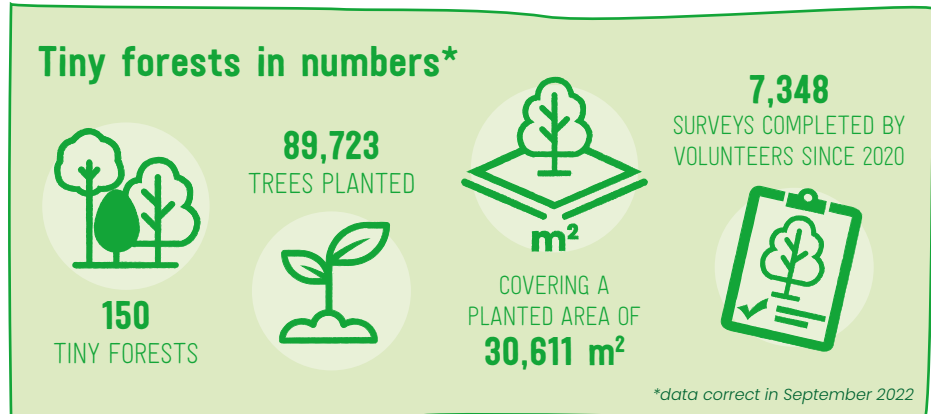


These super tiny, super powerful forests aim to mimic the features of a traditional forest but in a really small space. To do this, the Tiny Forests will have a good mix of native trees which, over time, will create a wildlife rich environment. You don't need huge amounts of space and you can plant them anywhere that land is available – in a park or a school, next to a road or on a brownfield site.

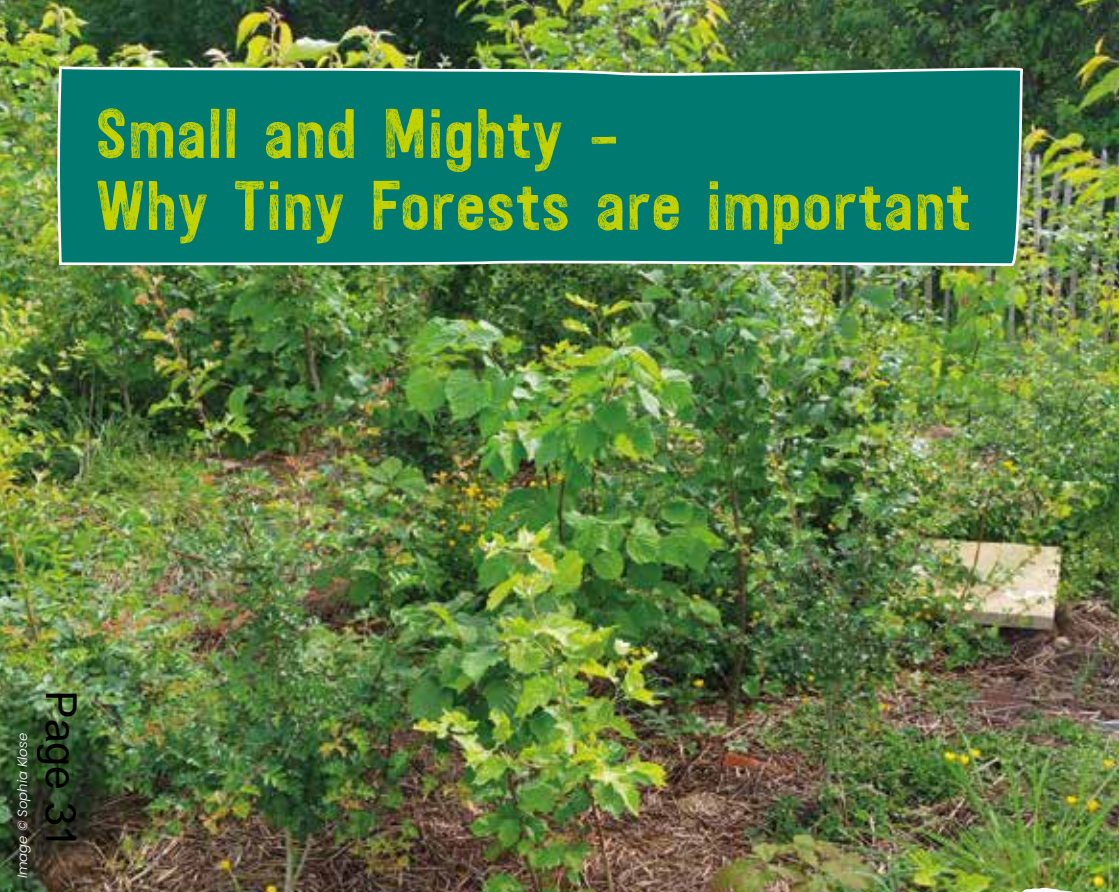
mitigate the impacts of climate change, as well as providing a nature-rich habitat to support urban wildlife.

Earthwatch Europe is pioneering Tiny Forest in the UK and is conducting research across the country to help understand how these super tiny woods have the potential to be a super powerful tool in the fight against climate change and habitat loss. We work with partners – including businesses, local authorities, schools and communities – to plant and care for their Tiny Forests.

Tiny Forest brings the benefits of woodland right into the heart of our cities and urban spaces: connecting people with nature, helping to



Small and Mighty – Why Tiny Forests are important



Tiny Forests may be small, but they have a big impact. From creating homes for urban wildlife to providing a learning space for children to engage with nature, Tiny Forests are super small, super powerful community assets.

URBAN NATURE-BASED SOLUTION

Environmental issues such as flooding, heat stress and loss of biodiversity are increasingly affecting urban areas. Creating thriving and climate-resilient urban areas that support economic growth, whilst also enhancing livelihoods and wellbeing, is a considerable challenge. Tiny Forest can play a part in facing this challenge.

Tiny Forests capture carbon from the atmosphere, help with urban cooling and provide much-needed urban wildlife habitats.

We collect scientific data for each Tiny Forest to assess the environmental and social benefits of trees in urban settings, including carbon capture, thermal comfort, biodiversity, water regulation and connection to nature. We train volunteers as citizen scientists to help our researchers collect these data.

OUTDOOR CLASSROOM

Some children spend as little as 16 minutes outside a day, yet being outside has numerous benefits. Spending time in nature helps children understand the natural world and builds confidence. It also provides health benefits – children who spend time outside are happier, better at paying attention and less anxious than those children that don't get to be outside. Tiny Forest provides a focal point for children's activity outside – children are encouraged to help plant the forests, care for them and help with wildlife and carbon surveys.

Tiny Forest also provides an outdoor learning resource to complement classroom education. Our learning and science experts deliver training sessions for teachers, as well as assemblies and classes for school children. This experience equips both teachers and children with the knowledge and skills to understand the natural world and take positive environmental action.



COMMUNITY ASSET

From Dagenham to Dundee and from Bristol to Bradford, there are over 140 Tiny Forests in the UK and we've got more planned for the future. Each of these forests is cared for and enjoyed by the local community. In their early stages, Tiny Forests need to be well looked after to ensure that they grow healthily. Under the careful coordination of our Tree Keepers (more about them on p12!), local communities water, weed and care for their local forests. This not only builds connections with the forests themselves but also helps to foster connections in the community.

Inside the Tiny Forest - Trees

Tiny Forests are made up of a mix of native trees with some forests having as many as 25 different types of tree or shrub. Each Tiny Forest site is carefully surveyed to check which mix of trees will thrive best in that location. There are more than 40 different species of tree present across the Tiny Forest network. Here we've picked out ten of the most common to look out for:



BLACKTHORN
(*Prunus spinosa*)

Early to blossom, **Blackthorn** trees have clouds of snow-white flowers in early spring. They're best known for their rich, inky, dark fruits known as sloes.



A familiar sight in hedgerows across the country, **Dog Rose** has pale pink flowers in May and June. Dog rose takes its name from the belief that its roots can be used to cure dog bites!



The **Downy Birch** is a small, spindly tree with thin branches and grey-white, papery bark. It is most commonly found on heathland, moorland and mountainsides. In spring, catkins dangle down from the branches and produce yellow pollen.



In late spring, **Hawthorn** trees have masses of creamy-white, strong-smelling blossom. During the autumn and winter, red fruits known as 'haws' appear. Hawthorn flowers provide food for pollinators and its fruits are a feast for hungry winter birds.



HAZEL
(*Corylus avellana*)

Hazel is a small, shrubby tree that is very common throughout the UK. It's well-known for its long, yellow catkins and its abundant nuts which are much-loved by squirrels, mice and humans alike. Hazel has a reputation as a magical tree and is said to protect against evil spirits!



HORNBEAM
(*Carpinus betulus*)

Hornbeam is a tall tree often found in ancient woodlands (and brand-new ones like Tiny Forest!). Its large catkins appear in spring, and its winged seeds are dispersed by the wind in autumn. Hornbeam is also called 'Hardbeam' as its wood is hard and difficult to work.



SILVER BIRCH
(*Betula pendula*)

Silver Birches are common and easily recognised by their white, papery bark. Like its cousin, Downy Birch, Silver Birches produce catkins in the spring which turn yellow with pollen.



SMALL-LEAVED LIME
(*Tilia cordata*)

The **Small-leaved Lime** has delicate heart-shaped leaves and yellow-green, sweet-smelling flowers. The flowers are very attractive to pollinators and the leaves provide food for caterpillars such as the Lime hawk moth.



SESSILE OAK
(*Quercus petraea*)

Less famous than the English Oak, the **Sessile Oak** is still a wildlife powerhouse. These trees can live for centuries and provide a home to lots of different wildlife; from squirrels and birds to caterpillars and bugs.



ROWAN
(*Sorbus aucuparia*)

Rowan is a small tree found on mountains, heathland and along woodland edges. In spring, Rowans produce clusters of creamy-white flowers which turn to bright red berries in the autumn. The berries are a favourite food of winter birds.





Inside the Tiny Forest – Wildlife

Tiny Forests aren't just about trees – they provide a home for a variety of wildlife. All of our Tiny Forests are still very young and as they develop, they will attract different wildlife. Through our ongoing surveys of these forests, we will monitor how the groups of species change as the forest grow. This will help us understand how the forests are developing. On this page, we take a look at some of the wildlife groups seen at the Tiny Forests over the last few years:

BUTTERFLIES



Butterflies love Tiny Forests and we love them! The forests have lots of safe places for the butterflies to lay their eggs. Once these eggs hatch, the forests provide an excellent habitat for caterpillars with plenty of food. Large and Small Whites, Red Admirals and Meadow Browns are among the more common species spotted in the Tiny Forests.

BETLES

Beetles play an important role in keeping Tiny Forests healthy. Some are predators which help to control populations of other insects. Others are nature's recyclers – helping to get rid of dead and decaying organic matter. Look out for easily-recognisable ladybirds and longhorn beetles – so called because of the large antenna on their heads.



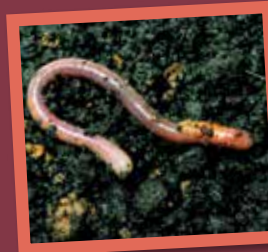
BEES

Tiny Forests are buzzing with bumblebees searching for food and a place to nest. Bumblebees and other pollinators face many threats including habitat loss, disease, pesticide use, and climate change. Tiny Forests provide a food source and a home for bumbles in places where they might otherwise struggle to survive. Spring and summer are a great time to spot bumblebees in Tiny Forests as trees like blackthorn, hawthorn and dog rose produce sweet-smelling flowers for the bees to feed on.



GROUND DWELLERS

Wildlife isn't just thriving amongst the grass and trees in a Tiny Forest – underground too is teeming with life. Insects like worms, grubs and centipedes all play an important role, helping to make healthy soil. The soil, as well as the trees in a Tiny Forest helps to capture and store carbon. The healthier the soil, the better it is at storing carbon.



Every year, in May, we hold a Tiny Forest Biodiversity Week where we, along with the local community, survey Tiny Forests for insects and wildlife. Anyone can get involved with Biodiversity Week. To find out how to get involved with surveying your Tiny Forest, visit tinyforest.earthwatch.org.uk.

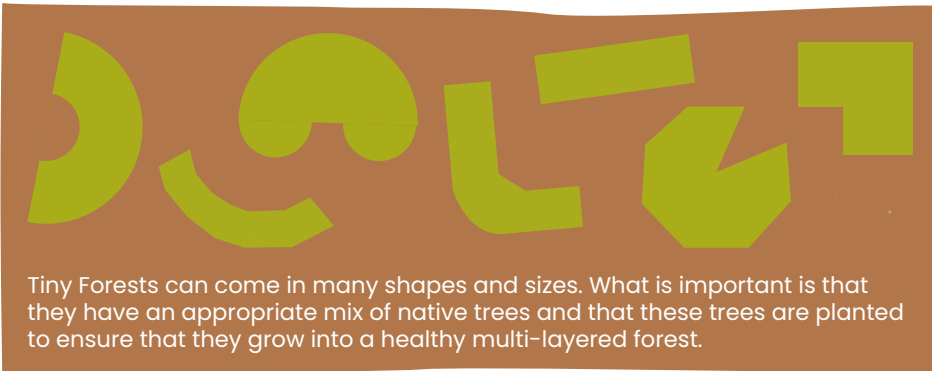
More Than Just Trees – the science of Tiny Forests

Tiny Forests are based on the work of Japanese botanist Dr Akira Miyawaki, who, beginning in the 1970s, pioneered a method of planting young native tree species close together to quickly regenerate forests on degraded land. Miyawaki surveyed forests near potential sites to identify the most appropriate tree species mix that would naturally occur in that area in order to create a diverse, multi-layered forest.

For every forest we plant, we carry out a survey of local native forest cover and assess the soil characteristics at the selected location. We use this information to identify the most suitable native trees for the site and supplements for the soil.



By planting a mix of trees and shrubs close together means they grow quickly into a multilayer forest.



Tiny Forests can come in many shapes and sizes. What is important is that they have an appropriate mix of native trees and that these trees are planted to ensure that they grow into a healthy multi-layered forest.

“The planting should centre on the primary trees of the location, and following the laws of the natural forest,”

AKIRA MIYAWAKI

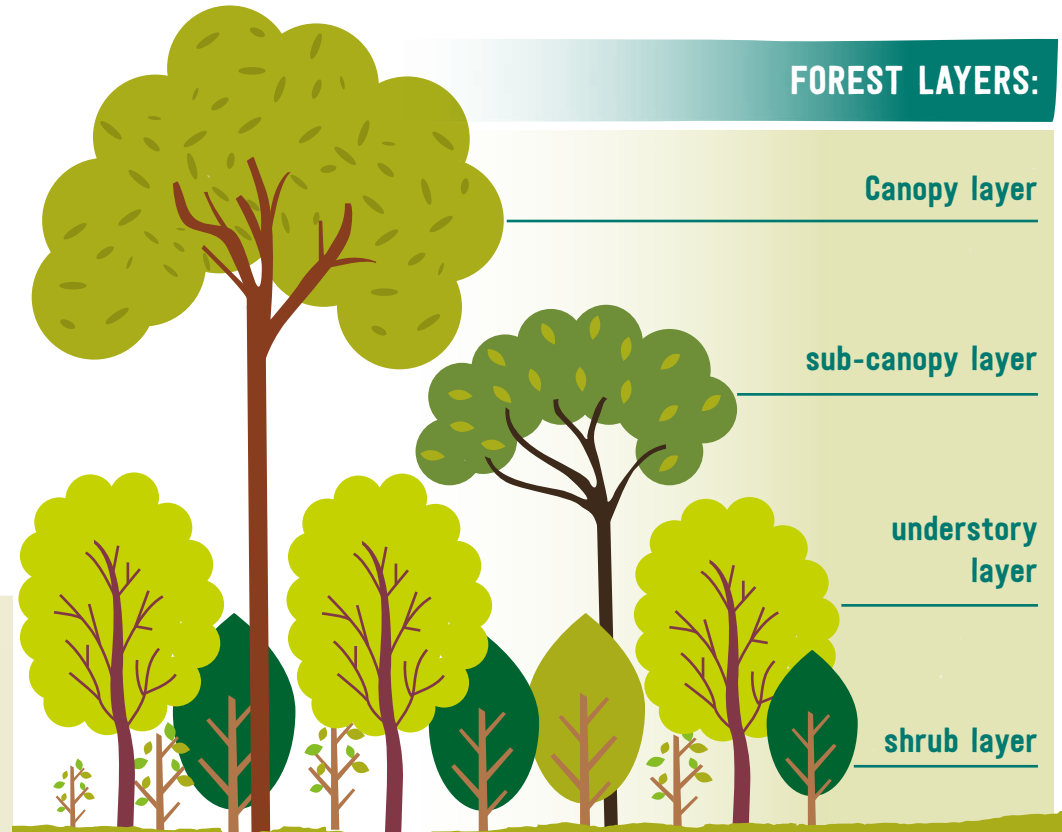
FOREST LAYERS:

Canopy layer

sub-canopy layer

understory layer

shrub layer



Caring for Tiny Forests – meet the Tree Keepers

The job of caring for the forests is anything but tiny and we're lucky to have an army of volunteers to help with the task. These Tree Keepers ensure that the Tiny Forests have everything they need to grow healthily, they help the local community to engage with the forests and they help to coordinate the science and survey activities in the forest.



MELANIE BOYLE IS A TREE KEEPER IN CHIPPENHAM, HELPING TO CARE FOR MONKTON PARK TINY FOREST.



What do you do as a Tree Keeper?

Weeding and chatting with passers-by who show an interest. Attend training webinars. Getting people together to weed and carry out the surveys.

What made you decide to become a Tree Keeper?

The scientific principles, wanting to learn more.

What's your favourite part about the role?

Meeting new people and seeing the trees flourish, we all feel a sense of achievement and that we are making a difference.

What's the best bit of wildlife you've seen in your Tiny Forest?

Butterflies.

What do you do when you're not looking after your Tiny Forest?

Walking and photography. Sustainability advocate, which is one of the reasons I like the Tiny forest idea, no plastic covers around dead trees, flourishing well cared for ones.

If you were a tree, what you be and why?

An oak, honest and trustworthy.

Describe your Tiny Forest in one word

Inspirational.



Case study

Tiny Forest and Fever-Tree

Drinks producer, Fever-Tree teamed up with All Bar One in a partnership with Earthwatch to support the Tiny Forest movement in the UK.

In 2021, Fever-Tree helped to create London's first-ever Tiny Forest in Hammersmith Park, a stone's throw from Fever-Tree's HQ. Now Fever-Tree have joined up with All Bar One and are investing in the care of over 150 Tiny Forests across the country, through local community support and forest maintenance.

Fever-Tree and All Bar One's partnership is helping grow a network of local community volunteers committed to tree care in Tiny Forests throughout the UK with over 370 Tree Keeper volunteers to date. Volunteers from All Bar One and Fever-Tree have also been involved with helping to monitor Tiny Forests and gather vital survey data to support our national research.



"Maintaining biodiversity has never been more important in the climate change conversation. Fever-Tree is proud to partner with All Bar One to further the Tiny Forest movement in the UK to create urban green spaces that support wildlife and bring communities closer to nature."

JAMES ARCHER, HEAD OF SUSTAINABILITY AT FEVER-TREE



YOUR TINY ADVENTURE STARTS HERE...

Inspired to get involved with Tiny Forests? We'd love to hear from you! Get in touch with us at tinyforest@earthwatch.org.uk.



Tiny Forests, Big Ideas

Earthwatch planted the UK's first Tiny Forest in March 2020 in Oxfordshire, with partner Witney Town Council. Since then, we have continued to plant more and more Tiny Forests across the country in collaboration with a wide range of amazing partners. By 2030, we want to see more than 500 Tiny Forests being established in the UK and cared for by their local communities. We aim to engage 100,000 people with our Tiny Forest network by 2030, with a focus on underserved communities in urban areas.

This booklet was kindly funded by Fever-Tree



Earthwatch Europe,
Mayfield House,
256 Banbury Road,
Oxford, OX2 7DE.

Registered Charity Number: 1094467.

Cover image © Earthwatch



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Environment and Sustainability Committee



18 June 2024

Title	Conservation Area Appraisals
Purpose of the report	To make a decision
Report Author	Esme Spinks & Russ Mounty
Report Owners	Esme Spinks – Planning Development Manager Russ Mounty – Team Leader (Planning Development Management)
Ward(s) Affected	Halliford and Sunbury West Laleham and Shepperton Green Riverside and Laleham Shepperton Town (Lower Halliford) Stanwell North Sunbury East
Exempt	No
Exemption Reason	N/A
Corporate Priority	Community Resilience Environment Services
Recommendations	Committee is asked to: 1. Agree the draft Conservation Area Appraisals; 2. Undertake a six-week public consultation process, and 3. Refer the appraisals back to Environment and Sustainability Committee to agree, following the consultation process.
Reason for Recommendation	The current conservation area appraisals for Spelthorne (excluding Staines) date from the 1990s, with one from 2002. The appraisals, including the conservation area boundaries have been reviewed, amended and updated for consultation purposes.

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> The Borough's Conservation Area Appraisals are more than 20 years out of date. Purcell UK, on behalf of the LPA, has undertaken reviews and recommended revisions. 	<p>The LPA has a <u>duty</u> to determine which parts of its area are areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.</p>
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> To issue the Conservation Areas Appraisals for a six-week public consultation. 	<ul style="list-style-type: none"> Review any representations received and present recommendations to the E&S Committee approval.

- 1.1 This report seeks approval to issue the seven Conservation Area Appraisals for public consultation for a six-week period.
- 1.2 In 2022, Staines Conservation Area was reappraised and an amended boundary was agreed. At that time, officers indicated that the intention was for all the remaining conservation areas in the borough to be reappraised. There are seven conservation areas in question, six were appraised in the 1990s and the seventh in 2002. There have been a number of built development changes in these areas since these times and it is important that their historic value is kept relevant.
- 1.3 The seven conservation areas have been appraised by PurcellUK (architects, masterplanners and heritage consultants) following a procurement process and are attached as appendices to this report.
- 1.4 It is recommended that a six-week consultation on the appraisals is undertaken and a further updated report is brought back to the E&S Committee.

2. Key issues

- 2.1 This review of the Borough's Conservation Areas and the production of the Conservation Area Appraisals is part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area as required by the Planning (Listed Buildings and Conservation Areas) Act 1990. In each case, the review focuses on the heritage asset and will enable sustainable decisions to be taken about the conservation area's future management.
- 2.2 The conservation area preservation and enhancement proposal documents were produced to address s69 of the Planning (Listed Building and Conservation Areas) Act 1990 and are currently as follows:

Conservation Area	Date
Laleham Conservation Area Preservation and Enhancement	August 1991
Lower Halliford Conservation Area Preservation and Enhancement	February 1994
Lower Sunbury Conservation Area Preservation and Enhancement	November 1992
Manygate Lane Conservation Area Preservation and Enhancement	October 2002
Shepperton Conservation Area Preservation and Enhancement	February 1994
Stanwell Conservation Area Preservation and Enhancement	January 1992
Upper Halliford Conservation Area Preservation and Enhancement	July 1994

- 2.3 These documents provide a brief outline of the history and existing character of the conservation areas. They also set out various preservation and enhancement proposals together with a discussion of the means of Implementation.
- 2.4 However, the preservation and enhancement of the conservation areas needs to be a collaborative process and all those involved need a better understanding of what defines the special character and appearance of the areas.
- 2.5 Revisions to the existing conservation area boundaries, through inclusions and exclusions are proposed around all of the Conservation Areas, with the exception of the Manygate Lane Conservation Area. This will serve to focus on the special character and appearance of each.
3. **Options analysis and proposal**
- 3.1 **Option 1** – To agree the six-week public consultation exercise on the proposed conservation area appraisals. This option would engage the community and interested parties and provide a local dimension to the Appraisal. This option is recommended.
- 3.2 **Option 2** – To agree Conservation Area Appraisals and boundary revisions without public consultation. There is no legislative requirement to consult and has previously put the Council at risk. However, public consultation is custom and practice and does encourage public ownership and understanding. This option is not recommended.
- 3.3 **Option 3** – Not to progress the Conservation Area Appraisals and instead rely on the existing heritage documents. The existing heritage documents are out of date and would carry limited weight in decision making. This option is not recommended.
- 3.4 Section 69 1(a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a Conservation Area is an *'area of special architectural or*

historic interest the character or appearance of which it is desirable to preserve or enhance. It goes on to state that the duty of Local Planning Authorities is *'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'*.

3.5 At Section 72 of the Act, it states that, *'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area'*. In order to carry out this duty, the character of the Conservation Area needs to be clearly defined and understood.

3.6 The Appraisals produced by Purcell UK comply with government guidance on the management of the historic environment through the National Planning Policy Framework (NPPF) as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpin the planning system.

4. Financial management comments

4.1 A growth bid to undertake the conservation area appraisals was agreed by Council in February 2023 and was budgeted for. There will be additional costs associated with the press advertising and officer time to undertake the consultation process and report writing.

5. Risk management comments

5.1 The purpose of Conservation Area Appraisals and boundary reviews is to support and justify the Borough's heritage assets and the wider planning system. The risks associated with not having up to date heritage information are high in terms of justifying the LPA's decision making process. In addition, the LPA has a duty to both designate and review conservations areas and heritage is an irreplaceable asset.

6. Procurement comments

6.1 The engagement of Purcell UK went through the Council's procurement process.

7. Legal comments

The review of the conservation area is a legal requirement prescribed by the Planning (Listed Building and Conservation Areas) Act 1990. The Local Planning Authority fulfils its statutory duty by undertaking a conservation area appraisal.

The appraisal will be a material consideration in decisions affecting the area as such it is significant that this is up to date and correctly reflects the special interest of the conservation area that merits its designation.

8. Other considerations

- 8.1 The Conservation Area Appraisals will assist the local community in understanding and the heritage value of their particular area and the appropriate maintenance to retain and enhance that value.
- 8.2 Conservation Areas are not intended to prevent development, but to ensure that the integrity and character of the area is not eroded or compromised.
9. **Equality and Diversity**
- 9.1 Human Rights Act 1998:
(a) the LPA should pay due regard to the Human Rights Act 1998. In particular, the requirement not to act in a way which is incompatible with any relevant Convention rights which include the right to a fair trial, the right to respect for private and family life, the prohibition of discrimination and protection of property.
- 9.2 Public Sector Equality Duty (Equality Act 2010)
(a) The Council should:
i) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act.
ii) advance equality of opportunity
iii) foster good relations
- 9.3 The addition of these considerations ensures the provision of more robust reasoning and justification for all enforcement action, which in turn strengthens our arguments on appeal or prosecution and will lead to more successful legal outcomes for the Council.
10. **Sustainability/Climate Change Implications**
- 10.1 The preservation and enhancement of conservation areas represents a sustainable process, which ultimately contributes positively to climate change objectives.
11. **Timetable for implementation**
- 11.1 It is recommended:
1) Agree the draft Conservation Area Appraisals;
2) Undertake a six-week public consultation process, and
3) Refer the appraisals back to E&S Committee to agree, following the consultation process.
12. **Contact**
- 12.1 For any queries regarding the Local Planning Enforcement Policy, please contact:

Russ Mounty Team Leader (Planning Development Management) on r.mounty@spelthorne.gov.uk, or Esme Spinks Planning Development Manager on E.Spinks@spelthorne.gov.uk.

13. **Background papers:**

There are none. The existing Conservation Area Preservation and Enhancement documents can be found here:

<https://www.spelthorne.gov.uk/article/17714/Trees-Conservation-Areas-and-Listed-Buildings-information>

14. **Appendices:**

- A - Laleham Conservation Area Appraisal
- B - Lower Halliford Conservation Area Appraisal
- C - Lower Sunbury Conservation Area Appraisal
- D - Manygate Lane Conservation Area Appraisal
- E - Shepperton Conservation Area Appraisal
- F - Stanwell Conservation Area Appraisal
- G - Upper Halliford Conservation Area Appraisal

LALEHAM
CONSERVATION AREA APPRAISAL
MARCH 2024 (DRAFT)

- Pending:
- Full coverage of OS basemapping
 - Remove draft stamp
 - Boundary on historic maps



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LALEHAM: CONSERVATION AREA APPRAISAL

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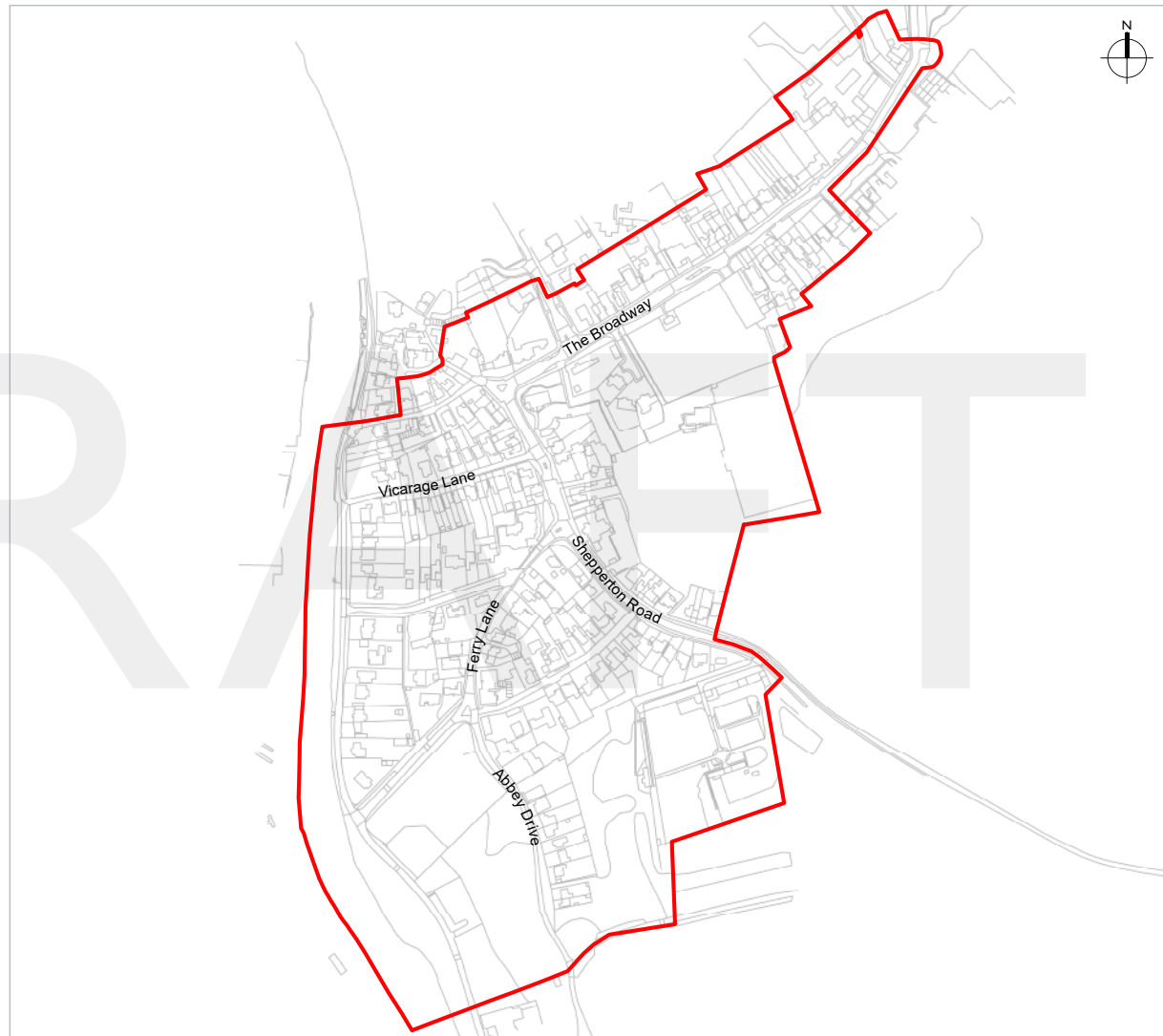
1.1 Introduction

The Laleham Conservation Area was originally designated in December 1971 and was previously reviewed in 1991. This Conservation Area Appraisal has been prepared in March 2024 and is intended as Supplementary Planning Guidance. It follows advice given by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management' published 8 February 2019.

This Conservation Area Appraisal seeks to analyse the special architectural and historic interest of the Laleham Conservation Area. It also identifies opportunities for beneficial change and the need for additional protection. The Appraisal also reviews the boundary and provides justification for a series of recommended alterations.

The review of the Laleham Conservation Area and the production of the Conservation Area Appraisal are part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area. It will also enable sustainable decisions to be taken about its future management.

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— 2024 Conservation Area Boundary
This plan is not to scale



1.2 Planning Policy Context

Section 69 1(a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a Conservation Area is an 'area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. It goes on to state that the duty of Local Planning Authorities is 'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'.

Section 72 of the 1990 Act further states that, 'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area' (in the exercise of the Local Planning Authority's planning function). In order to carry out this duty the character of the Conservation Area needs to be clearly defined and understood (i.e. a character appraisal).

This appraisal complies with government guidance on the management of the historic environment through the National Planning Policy Framework (NPPF) as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpins the planning system.

Further details of the conservation of heritage assets are set out in the NPPF at Chapter 16, Conserving and enhancing the Historic Environment. Para 195 states that '[Heritage assets] are an irreplaceable resource and should be conserved in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of existing and future generations'.

Para 198 states that 'Local Planning Authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area...' The Laleham Conservation Area Appraisal follows the latest guidance provided by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management (second edition)' published 8 February 2019.

Local planning policy is currently managed under the 2009 Development Plan, which will soon be superseded by the policies set out in the Emerging Local Plan 2022-2037.

1.3 Summary of Key Elements

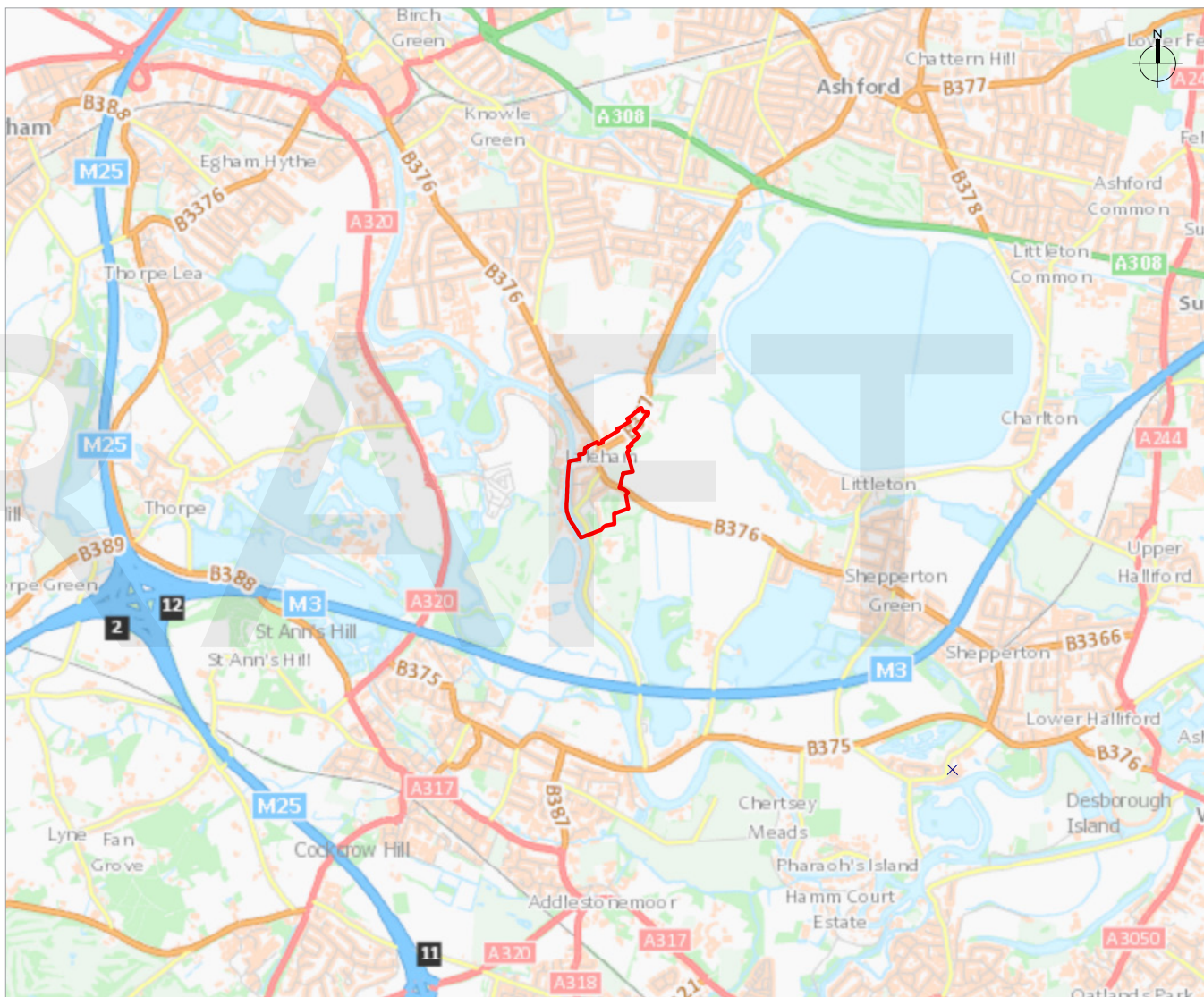
The key themes and features which define the character of the Laleham Conservation Area are:

- The origins of the village as a rural riverside settlement.
- The distinctive configuration of lanes connecting the main road with the river, resulting in a series of residential enclaves.
- The prominence of the Arts & Crafts style and varying degrees of influence this has on multi-period buildings.
- The varied scaled of building ranging from modest cottages to larger detached villas.
- A variety of distinct character areas.
- Mature planting which emphasises the boulevard-like character of several streetscapes.
- Recreational green spaces and adjoining rural landscape.



2.1 Location and Setting

The Laleham Conservation Area is located in the village of Laleham, approximately 2.5 miles south-east of Staines-upon-Thames at the far north end of Surrey, and sitting on the east bank of the River Thames. Access is primarily via the B377, which runs through the centre of the Conservation Area from Ashford to Shepperton, and the B376 to Staines.



LOCATION PLAN
 — 2024 Conservation Area Boundary
This plan is not to scale

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2.2 Origins and Historic Development

2.2.1 Timeline

Early History

There is a long history of activity around Laleham, as evidenced by archaeological findings including scattered Neolithic and Bronze Age features south-east of the village and evidence of late Iron Age/Roman occupation to the north-west. A settlement at Laleham is first recorded in 10th-century sources.

Medieval Period

Laleham was recorded in the 1086 Domesday Book, at which time it was held by Westminster Abbey. All Saint's Church was built in the 12th century. Historical records suggest that the Laleham was always supported by the surrounding land and its proximity to the water; the 14th-century village supported a windmill, grain mill, and watermill.

16th and 17th Centuries

After the Dissolution in the 1530s, ownership of Laleham was transferred from Westminster Abbey to the Crown. The Broadway appears on a 1623 map, shown as a wide thoroughfare accessing several farms, cottages, inns and a brickfield and gravel pit.⁰¹ The core of Church Farmhouse on the Broadway dates from the 17th century.

18th Century

Some of earliest structures in Laleham date from this period and include Dial House, the Three Horseshoes, Muncaster House and The Coverts.

19th Century

In 1803 much of the land in and around Laleham became the seat of the Earl of Lucan. The Lucan family built Laleham House to the south of the village and also gifted land for the building of the National School on the Broadway. Famed literary critic Matthew Arnold was born in Laleham in 1822 and spent his early years in the village.

20th and 21st Centuries

The trajectory of development over the 20th and 21st centuries has followed that of the 19th century, with piecemeal residential infill and modest expansion.

⁰¹ Research indicates that this map is the estate map of Laleham made by Henry Spiller, 1623.



2.2.2 Map Progression

John Cary's 1801 map illustrates the same configuration of the roads as is evident today. The road to the north connected Laleham with Staines, whilst the route to the south, along the bank of the Thames, continued to Chertsey. The north-eastern road led to Ashford and the south-eastern to Shepperton. South of the village, on the later site of Laleham House, trackways are shown crossing over 'Laleham Field'. The map indicates that development was at this point concentrated around the convergence of the principal roads.



Laleham as recorded in John Cary's 1801 map.

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SECTION 2.0: ASSESSING SPECIAL INTEREST



In the 1844 tithe map for Laleham, the village is shown as a small rural settlement with dwellings lining the north side of the Broadway and clustering at the top of Shepperton Road. The presence of farms, orchards, homesteads and allotments within and around the settlement is indicative of an agricultural economy. The map shows that Vicarage Lane, Blacksmith Lane and Ferry Lane, which connected the village to the eastern bank of the Thames, were established by this point. Buildings shown on the tithe map which are extant in Laleham today include the Three Horseshoes on Shepperton Road, Muncaster House off Ferry Lane, and Manor Farmhouse at the top of Broadway.

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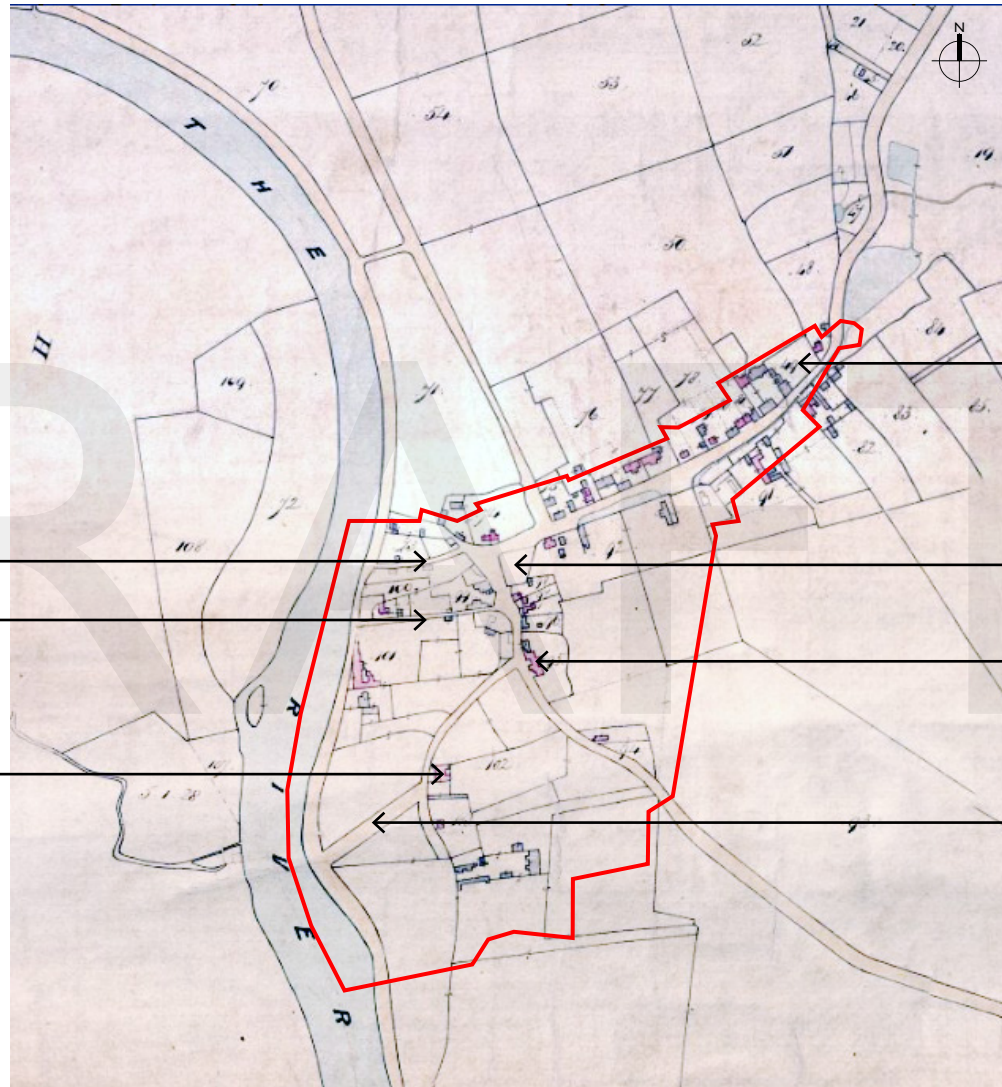
Vicarage Lane

Blacksmith Lane

Muncaster House

— 2024 Conservation Area Boundary (approximate)

This plan is not to scale



Plot 49: Manor Farm

All Saint's Church

The Three Horseshoes

Ferry Lane

Laleham as recorded in the 1844 tithe map.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The 1869 Ordnance Survey shows the affiliated landscaping of Laleham Park (to the south of the Conservation Area) in detail, including a kitchen garden to the north of the house, the walls of which survive around the nursery. The 1869 map illustrates another substantial estate known as 'Osmanthorpe', also set within landscaped grounds, on the eastern bank of the Thames.

Other developments since the 1840s include some modest residential development on Vicarage Lane, the establishment of the National School on Broadway and the expansion of Laleham Farm which appeared earlier on the title map as a cluster of small outbuildings.

Blacksmith's Lane

Vicarage Lane

Laleham Park kitchen garden

— 2024 Conservation Area Boundary (approximate)

This plan is not to scale



Laleham as recorded in the 1869 Ordnance Survey.

SECTION 2.0: ASSESSING SPECIAL INTEREST



Laleham in the 1897 Ordnance Survey appears much the same as it did in 1869. The estates around Laleham House (formerly Park) and Osmanthorpe continued to be elaborated, both gaining an additional lodge.

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New lodge - Osmanthorpe



— 2024 Conservation Area Boundary (approximate)
This plan is not to scale



Laleham as recorded in the 1897 Ordnance Survey.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The 1914 Ordnance Survey indicates a faster rate of development than previously seen in Laleham. New detached and semi-detached houses were erected on the site of the former Osmanthorpe estate. A new or enlarged street (Condor Road) is shown cutting through the former gardens, providing another route between the riverside and the centre of the village. New terraced housing lined the southern side of Vicarage Lane. Just across the river, new boathouses and dwellings had started to extend along the west bank. A small village hall, since extended to the south-east, is shown opposite the school. To the south, the village remained largely unchanged.

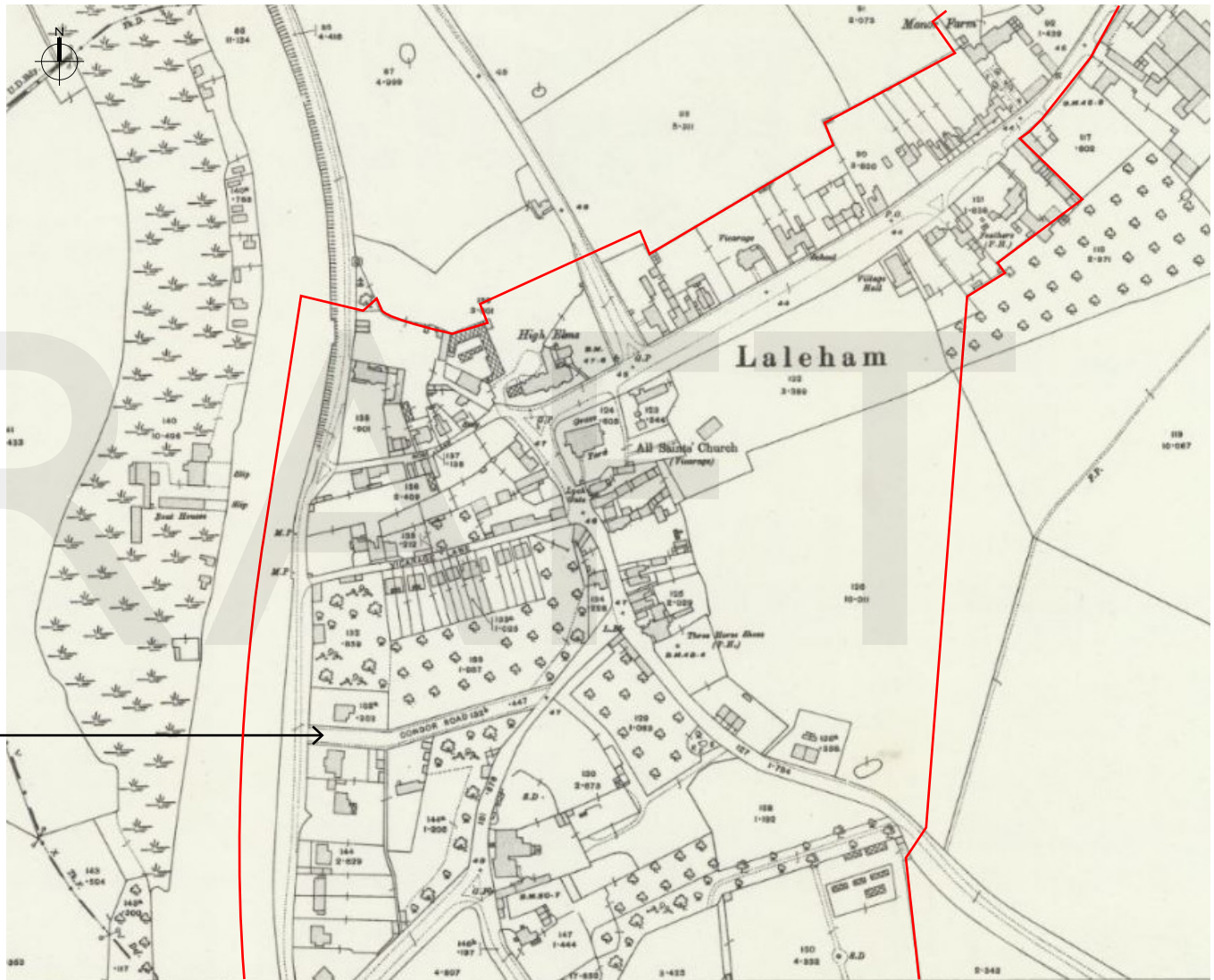
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A new street, Condor Road, connecting the village with the riverside

— 2024 Conservation Area Boundary (approximate)

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Laleham as recorded in the 1914 Ordnance Survey.

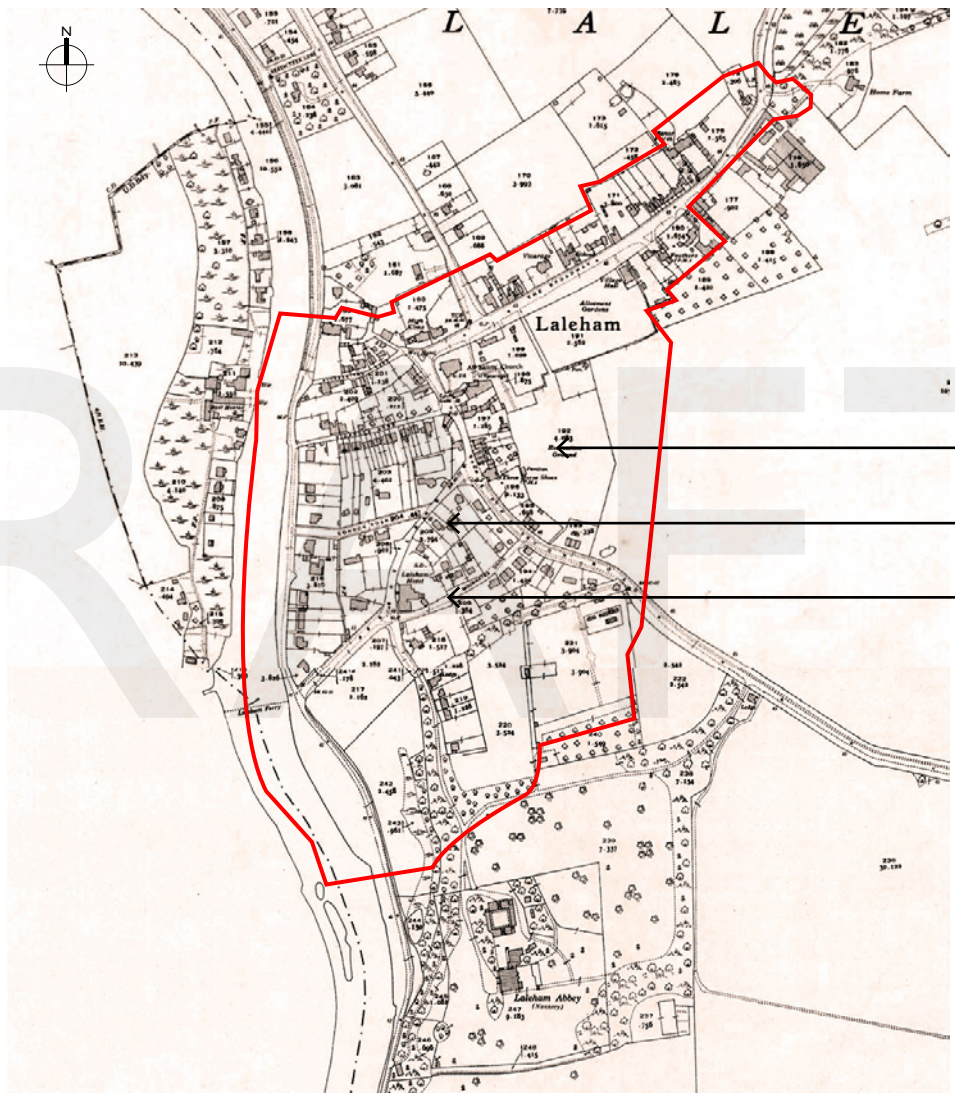
SECTION 2.0: ASSESSING SPECIAL INTEREST



By the 1937 the village had gained a new recreation ground and an additional street – Moorhayes Drive – connecting Shepperton Road and Abbey Drive. Some additional residential development had taken place just north of this new street.

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Recreation ground
Additional residential development
New street - Moorhayes Drive

Laleham as recorded in the 1937 Ordnance Survey.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The 1960 Ordnance Survey shows no substantial changes with regard to built structures, road configuration or the surrounding landscape since the previous map. The general trajectory of development, which had seen small-scale residential infill throughout the village continued.

Changes over the course of the later-20th and early-21st centuries included the demolition and development of the former Laleham Farm (just outside the Conservation Area boundary – now Grange Place) and the development of the former Laleham Park orchard, now a commercial plant nursery.



— 2024 Conservation Area Boundary (approximate)
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Laleham as recorded in the 1960 Ordnance Survey.



2.3 Archaeological Potential

The archaeological landscape of Surrey is documented and protected under the remit of Surrey County Council, who recognise two levels of heritage asset designation in addition to statutory protection (scheduled monuments):

County Sites of Archaeological Importance (CSAI) – sites where there is a proven archaeological presence and where that archaeology is known to be of a standard and quality to require a definite presumption in favour of preservation in-situ.

Areas of High Archaeological Potential (AHAP) – defined zones which have been examined by the County Archaeologist and determined to likely contain good evidence for the existence of archaeological remains. The determination is largely based upon information in the County Historic Environment Record, as well as information on previous finds, past investigations, historic maps, aerial photograph, and thematic surveys.

The northern portion of the Laleham Conservation area almost entirely encompasses the AHAP recognising its medieval core. This area is recognised for its very high significance. There are no scheduled monuments in the Conservation Area.

2.4 Built Form and Architecture

Laleham’s built form is generally configured along the principal thoroughfares of the Broadway and Shepperton Road, where the Conservation Area’s limited public and commercial buildings are concentrated, with a series of lanes cutting through to the river to create residential enclaves. The narrow width of these access routes and sense of enclosure is further emphasised by the brick boundary walls which surround a large proportion of properties.

The sharp bend in the road and positioning of the war memorial opposite the church clearly marks the centre of the village. Civic amenities are most commonly positioned at the north end of the Conservation Area, along the Broadway. This includes the village hall, allotments and school. Commercial buildings are limited in number and concentrated on Shepperton Road.



Three Horse Shoes on Shepperton Road



The narrow thoroughfare on Blacksmith's Lane, with a characteristic tall brick wall on one side



The war memorial in front of the church on the main thoroughfare through Laleham

SECTION 2.0: ASSESSING SPECIAL INTEREST



In terms of its architectural character, an Arts & Crafts influence is particularly commonplace across the Conservation Area. This is characterised by:

- Varied roof forms comprising combinations of steeply pitched gables, hipped and half-hipped sections, and tall chimneystacks
- Clay roof tiles, including decorative banding and ridge tiles
- Hung clay tiles
- Half rendered exteriors
- Use of red/brown brick, often with decorative pattern work
- Dormer windows
- Decorative bargeboards
- Entrance porches



Decorative brickwork



Varied roofline



Hung clay tiles



Decorative bargeboards



Other buildings are generally in various 'polite' styles, showcasing simple classical proportions and detailing.

Built massing and scale varies across the Conservation Area and ranges from more modestly-sized cottages to larger detached villas with correspondingly larger gardens. In areas towards the river additional boathouses are more common, with evidence that these have often been converted into shed or garage use. Their original use as boathouses is evident in the orientation of their entrances to give easy access to the river, as well as a traditional weatherboarded construction.



Former boathouses fronting onto Thames Side

2.5 Trees and Open Spaces

The built environment of the Conservation Area is augmented by substantial mature trees and planting, particularly in its western portion where there is a high concentration of domestic gardens and a green strip which runs parallel with the river and Thames Side. There is additionally a thick belt of planting along the edge of the allotments on the Broadway, which provides a clue within the streetscape of the green space behind.

Laleham's rural origins are still appreciable to the east of the Conservation Area, where the boundary backs onto open fields. There is also evidence of historic farmsteads towards the north end of the Broadway, including a weatherboarded barn range that directly abuts the highway.



Weatherboarded barn range on the Broadway

Recreational and allotment grounds were apportioned off the east side of the Broadway in the early 20th century (adjacent to 1907 village hall) and are illustrative of the growing population and upswing in civic amenity at that time. A public car park has since taken over a small section of the allotment and, although a modern space, offers the benefit of helping to alleviate on-street parking.

The most prominent green space within the Conservation Area is the northernmost portion of Laleham Park, including an enclosed green space at the junction of Ferry lane and Abbey Drive. This is a largely natural landscape with remnants of formal historic use in relation to the nearby Laleham House – including the walled nursery. It has since become an important amenity space which balances the comparative intensity of development within the centre of the village.

Pedestrian pavements supplement the main vehicular routes through the Conservation Area. The narrower access lanes into and around the riverside enclaves are shared spaces, which emphasises a sense of privacy and informality.



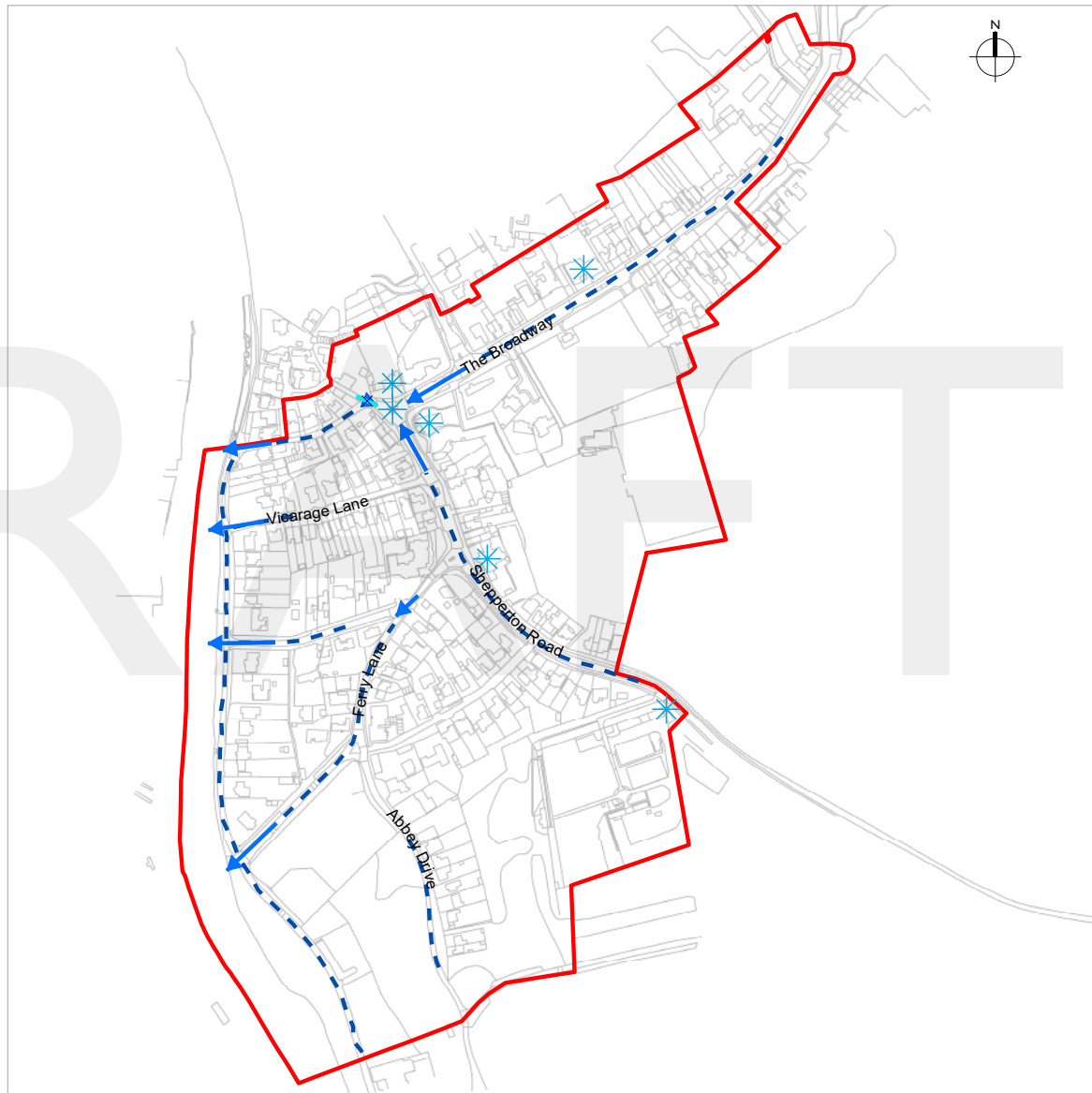
The green space between Ferry Lane and Abbey Drive



2.6 Views

The church, war memorial, High Elms and Yew Corner form a particularly eye-catching group of landmarks at the corner where the Broadway turns into Shepperton Road. Views are otherwise generally funnelled along the narrow streetscapes and ultimately across the river, as well as along the broader principal thoroughfares where the domestic character is punctuated with civic and commercial features.

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VIEWS PLAN

- 2024 Conservation Area Boundary
- ✱ Landmark
- - - Streetscape Views
- ➔ Key Views

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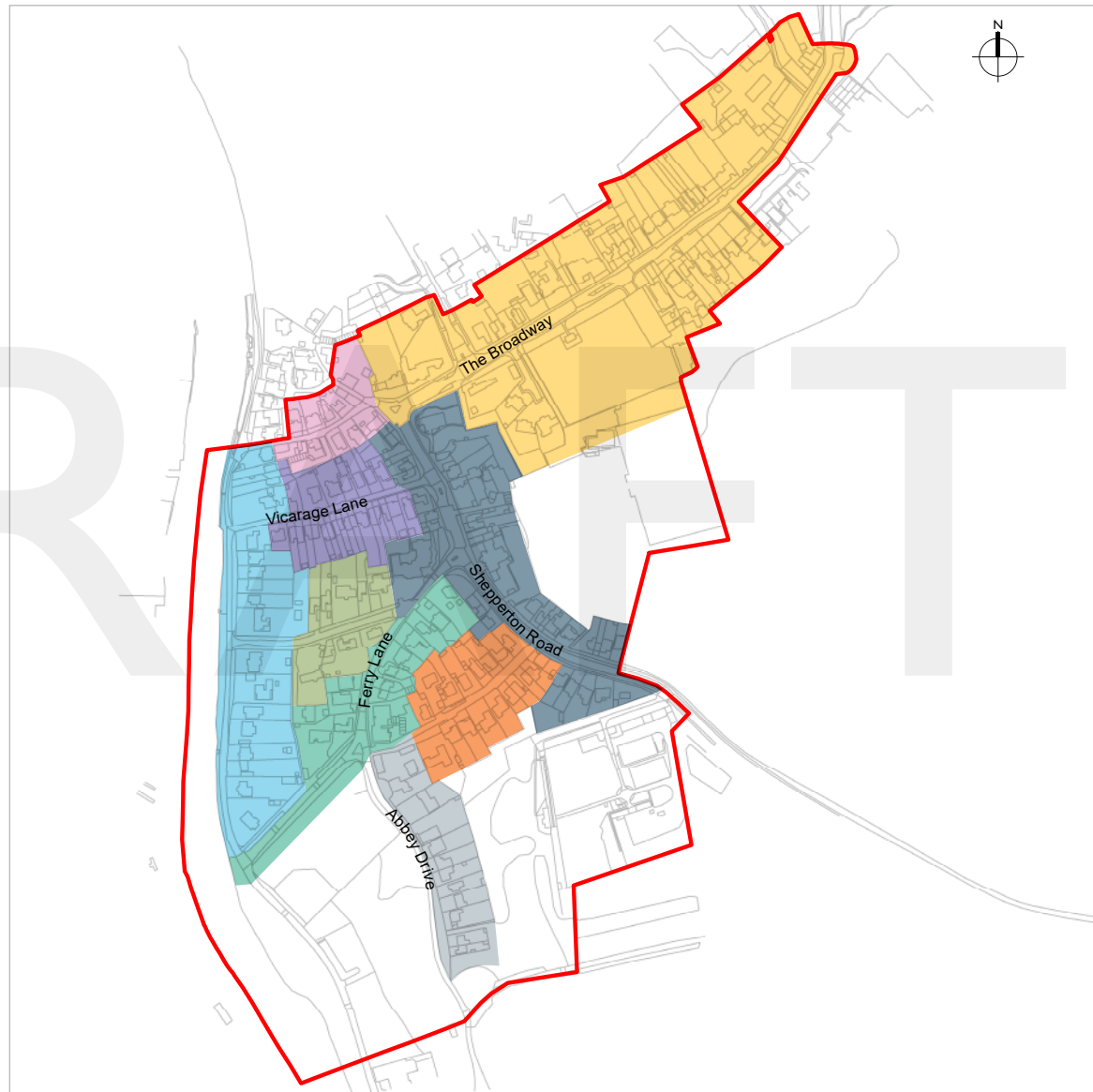


The evolution of the different spaces within the Conservation Area throughout the course of the 18th, 19th and 20th centuries has resulted in distinctive streetscape groupings across two categories: purely residential, and residential combined with civic amenity and commercial activity.

Additionally, there are open green spaces on the south side of Abbey road, the walled garden and surrounding area off Shepperton Road, and field south of the allotments on the Broadway – all of which form a group of green spaces which supplement the built character areas and allude to the historic rural setting of the village.

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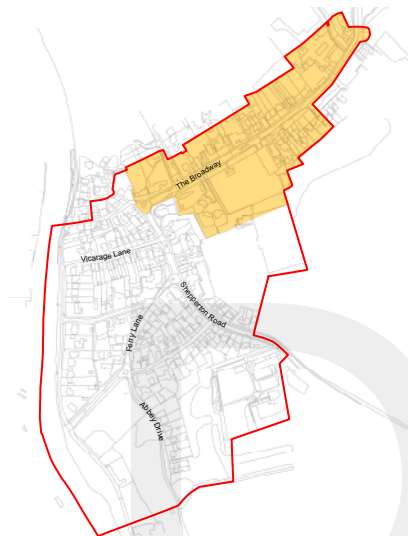
CHARACTER AREAS PLAN

- Character Area 1: The Broadway
- Character Area 2: Blacksmith's Lane
- Character Area 3: Thames Side
- Character Area 4: Vicarage Lane
- Character Area 5: Condor Road
- Character Area 6: Ferry Lane
- Character Area 7: Moorhayes Drive
- Character Area 8: Shepperton Road
- Character Area 9: Abbey Drive and Laleham Park

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3.1 Character Area 1 – The Broadway



The Broadway is character area with residential combined with civic amenity and some commercial activity. It is a characteristically wide and linear thoroughfare flanked by development on either side, leading into Laleham from the north. The pedestrian pavements on either side of the Broadway indicate that the road was historically wider – hence its name. Most properties have some form of front garden or driveway which further indicates an originally generous thoroughfare. With few exceptions, development generally does not directly abut the highway.

The rural traditions of the wider area are still most keenly felt at the north end of the Broadway with the yard and some of the historic buildings of the former Manor Farm still evident here, and a generally more open character compared to the compact development further south. Towards its southern end, the Broadway becomes increasingly civic in nature with the school, allotments and village hall indicating a transition into the village centre.

The buildings at the north end of the Broadway are typically polite in style – these being relatively simple in terms of their massing (i.e. regular blocks), with symmetrical proportions, little ornamentation and often (but not exclusively) faced with a lighter brown brick. Contrasting this, prominent buildings such as the School Cottages and main school building demonstrate more of an Arts & Crafts influence with rich red or dark brown brickwork, lively roofscapes and more varied forms.

The east side of the Broadway has a particularly dense belt of mature trees and greenery along the boundary of the allotments. This is supplemented along the wider road with intermittent trees and additional planting. A traditional village name post previously stood near the village hall is no longer in situ and lies damaged within the verge.

The civic amenities located along the Broadway increases pressures for car parking. Although the road is sufficiently wide for on-street park and designated laybys are also available, this still has a cumulative impact on the aesthetic value of the streetscape. A combination of traditional cast iron bollards and plain modern bollards punctuate the pavement to prevent vehicles mounted the kerb or parking over pavements, which offers some mitigation.



The top end of the Broadway, which feels notably more rural than the centre of the Conservation Area



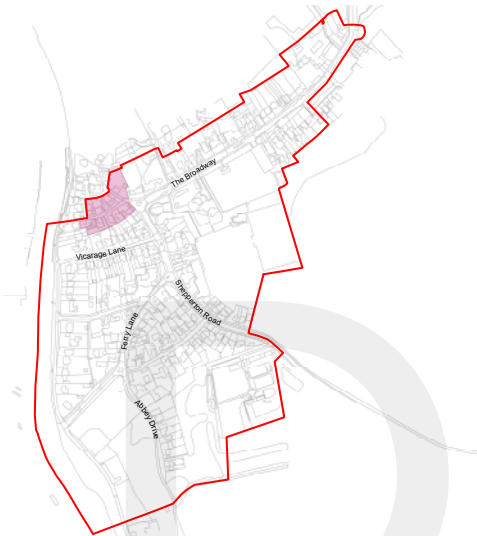
Simple 'polite' cottages



The wide boulevard of the Broadway



3.2 Character Area 2 – Blacksmith’s Lane



The lane terminates with an informal turning area/car park next to the river, with Thames Side continuing on either side as a footpath. This is indicative of a long history of access to the river and the thoroughfare evolving naturally, rather than the more formally designed layout that defines the relationship of the Conservation Area’s built development with the river further south.

The lane has a tarmac finish to the end, with a less formal track to access the modern development to the north. There are several traditional lantern streetlights, the diminutive height and style of which is in keeping with the scale and character of the streetscape.

The entrance to Blacksmith’s Lane, where the informality of the highway and boundary walls emphasise its access-only character. Also note the traditional street lantern.



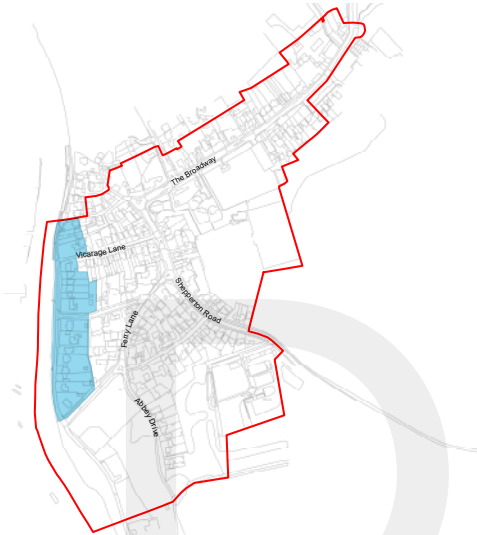
The entrance to Blacksmith’s Lane, where the informality of the highway and boundary walls emphasise its access-only character. Also note the traditional street lantern.

Blacksmith’s Lane is a residential enclave accessed off the corner of Shepperton Road and the Broadway, and is a characteristically narrow through-route to the river with buildings and boundary walls directly abutting the single lane to create an enclosed streetscape.

The historic houses are typically small, detached cottages located on the north side of the lane and with varying degrees of Arts & Crafts influence. They form a particularly attractive group.



3.3 Character Area 3 – Thames Side



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Red House at the end of Blacksmith's Lane signposts to a development shift in the 19th and early 20th centuries towards higher-status residential dwellings which directly fronted the banks of the River Thames. This continues for most of the length of the west side of the Conservation Area.

The houses vary substantially in terms of architectural style but balconies, attic dormer windows and large windows are common features which are all intended to take advantage of the attractive river views. Most are two storeys in height, although there are some three storey buildings.

The stretch of Thames Side between the western ends of Blacksmith's Lane and Vicarage Lane comprises a simple footpath running alongside a prominent 19th-century brick wall, which indicates that the plots behind predate the proactive design choice of formalising the river frontage.

Beyond Vicarage Lane, there is vehicle access to the properties, the principal elevations of which front onto Thames Side and are set behind a low boundary wall and a generous front drive/garden. The formality of this access route is further emphasised by the quality of the tarmac road surface.

Many of the houses also retain a simple boathouse – typically a pitched roof structure with weatherboarding and traditionally a pair of side-hung doors, although many have been refitted with modern garage doors. The configuration of these structures directly facing the river or with a clear run towards the river is a clear indicator of their original use, despite direct access into the river no longer being possible due to the low safety rail that runs the length of Thames Side. A slipway is still present at the end of Ferry Lane, which is another indicator of the community's historic relationship with the river.



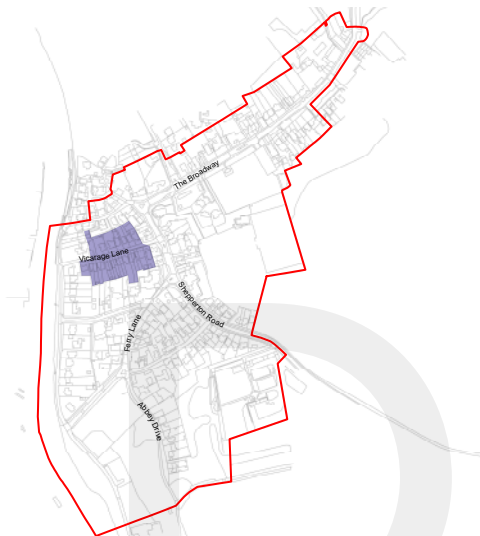
An example of balcony and dormer windows facing onto the river on Thames Side



The listed brick wall along the northern portion of the Thames Side path



3.4 Character Area 4 – Vicarage Lane



The streetscape today comprises a broad variety of largely 20th-century houses designed in styles which are typical of the period and less contextual in terms of location. Towards the west end of the lane is a group of gable-fronted, half-rendered houses which demonstrate a simplified Arts & Crafts influence, which echoes the broader character of the Conservation Area.



Later developments on Vicarage Lane, taking influence from the Arts & Crafts style



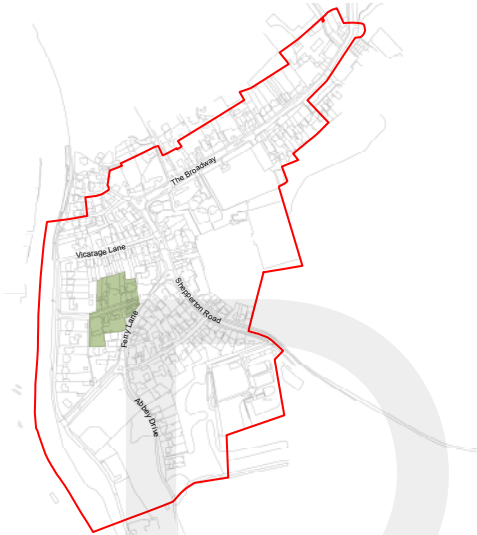
Older properties at the river end of Vicarage Lane, built in a simple style

Vicarage Lane, another residential area, became an established through route connecting Shepperton Road with Thames Side in the first half of the 19th century, supplementing the older route running parallel along Blacksmith's Lane. The lane narrows at its west end, where the houses sit closer to the highway boundary and have more prominent brick boundary walls – indicating earlier development. This is also evidenced in the more traditional and simple polite style of architecture; for example, the symmetry and balanced proportions of Riverside and Little Riverswell.



3.5 Character Area 5 – Condor Road

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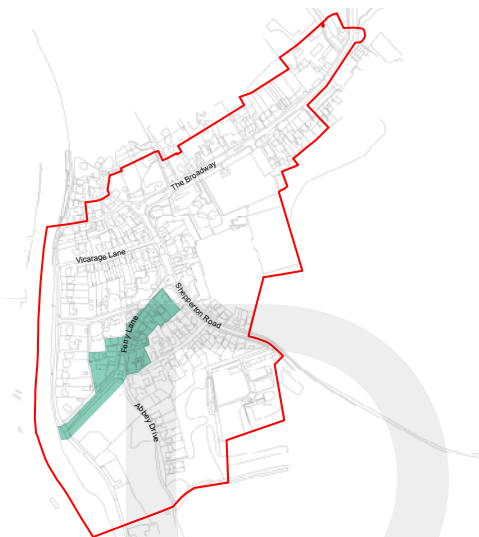
Condor Road with winter tree cover

Although wholly residential in nature, the character of Condor Road is atypical compared to the rest of the Conservation Area, particularly in comparison with other routes leading down to Thames Side. The road surface is a hoggin-like material (i.e. compacted earth and aggregate), rather than tarmac, and the streetscape has a boulevard character created by the avenues of trees on either side. The houses are set back behind these trees and supplementary hedging, and therefore reduced in terms of visibility. There is a higher concentration of modern development but still in keeping with the scale and configuration of development elsewhere in the Conservation Area.



SECTION 3.0: CHARACTER AREAS

3.6 Character Area 6 – Ferry Lane

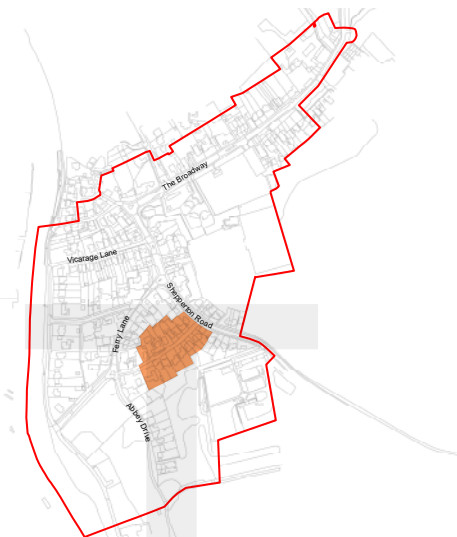


The buildings are generally modern but of a comparable size and orientation to the Conservation Area’s historic properties. Two older buildings opposite the junction with Moorhayes Drive display a characteristic Arts & Crafts influence and form a particularly notable group behind brick garden walls at the corner of the road.



Junction of Ferry Lane and Abbey Drive, where an Arts & Crafts style house peaks out from behind a characteristic tall brick wall

3.7 Character Area 7 – Moorhayes Drive



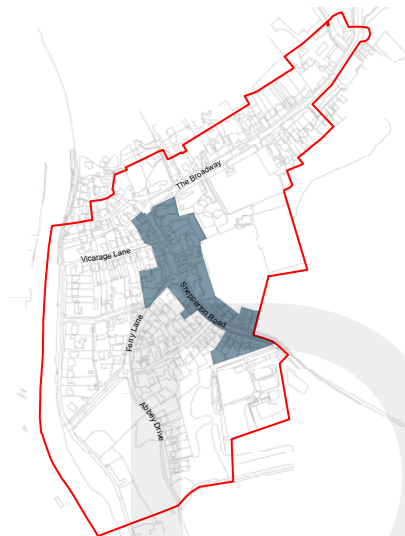
Moorhayes Drive is a modern residential street. It has some of the characteristics of a cut-through route connecting Shepperton Road with the river, but nothing of notable architectural or historic interest.

Ferry Lane extends from Shepperton Road towards the river via a longer route than the more northerly cut-through lanes. It is generally residential in character, although the signage and car parking associated with the care home at the top of the lane are more commercial in nature.

Tall brick boundary walls separating the properties from the highway are characteristic of Ferry Lane, continuing a common feature evident across Laleham. The tarmac-surfaced thoroughfare is semi-formal with a separate pedestrian pavement on one side, two-way traffic and traffic control measures. Further south, the west side of Ferry Lane in particular has a series of green verges, which become more generous moving towards the river.



3.8 Character Area 8 – Shepperton Road



No.21 and 23 Shepperton Road maintain traditional shopfronts and form a group with the neighbouring Three Horseshoes pub. Traditional iron bollards in front of these buildings are indicative of an area of increased footfall and activity, and the transition into the village centre. This is further emphasised by the traditional village name sign and post box which stand a little further along on the opposite side of the road.

Moving towards the church, the lay out of the residential buildings becomes more compacted and they are noticeably plainer in terms of their architectural styles. High Elms, the war memorial and church at the far north end of Shepperton Road form a group of landmarks that provide an end stop to views northwards, before the sharp bend in the road transitions onto The Broadway.



Later 19th-century development and commercial properties on Shepperton Road, which break with the Arts & Crafts influence



Arts & Crafts influenced development at the southern end of Shepperton Road, introducing the style which characterises the whole Conservation Area on approach from the south



A traditional village sign and some modern landscaping to form a rest area in the centre of the village

Shepperton Road comprises the southerly approach into Laleham and combines residential properties with commercial activity further towards the village centre.

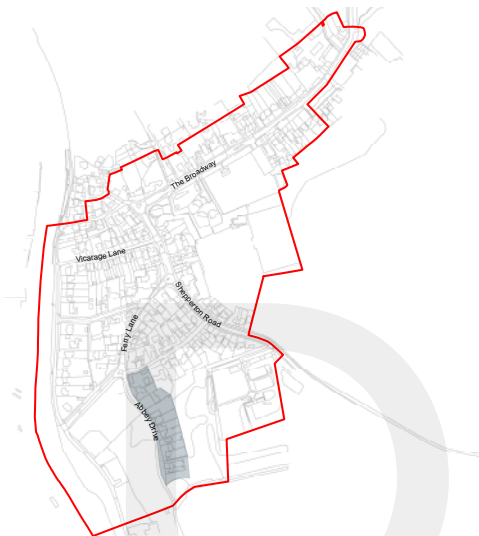
There is a rich architectural variety on Shepperton Road, including two distinctive pairs of residential houses with prominent street-facing gables and an Arts & Crafts influence. The urban grain is more spacious than the riverside lanes, with an increased sense of openness and fewer tall brick boundary walls.

Intermittently positioned mature trees and supplementary boundary planting offer some greenery to the streetscape, as well as two landscaped verges either side of the junction with Ferry Lane. Benches in this location also provide public amenity.



SECTION 3.0: CHARACTER AREAS

3.9 Character Area 9 – Abbey Drive and Laleham Park



The thoroughfare has an informal character with no kerbstones and directly abutting the boundary of the open park landscape adjacent to the river. The mature planting on the south side of Abbey Drive particularly emphasises a sense of privacy and verdant streetscape. This is mirrored on the east side with generous front gardens supplemented with mature shrubbery and specimen trees. Where they have been added, the front boundary walls are low in height, in contrast to much of the Conservation Area, and includes simple timber picket fencing as well as brick walling.



Thatched Cottage – a unique building type within the Conservation Area (Photo © Stefan Czapski (cc-by-sa/2.0))

Abbey Drive is the most sparsely developed road in the Conservation Area, with residential properties concentrated on its north side. Although a small group, there is a particularly broad range of architectural styles present including the classical tradition, a unique thatched building and the Arts & Crafts influences which is prevalent throughout the Conservation Area. This includes a pair with particularly steep front gables.



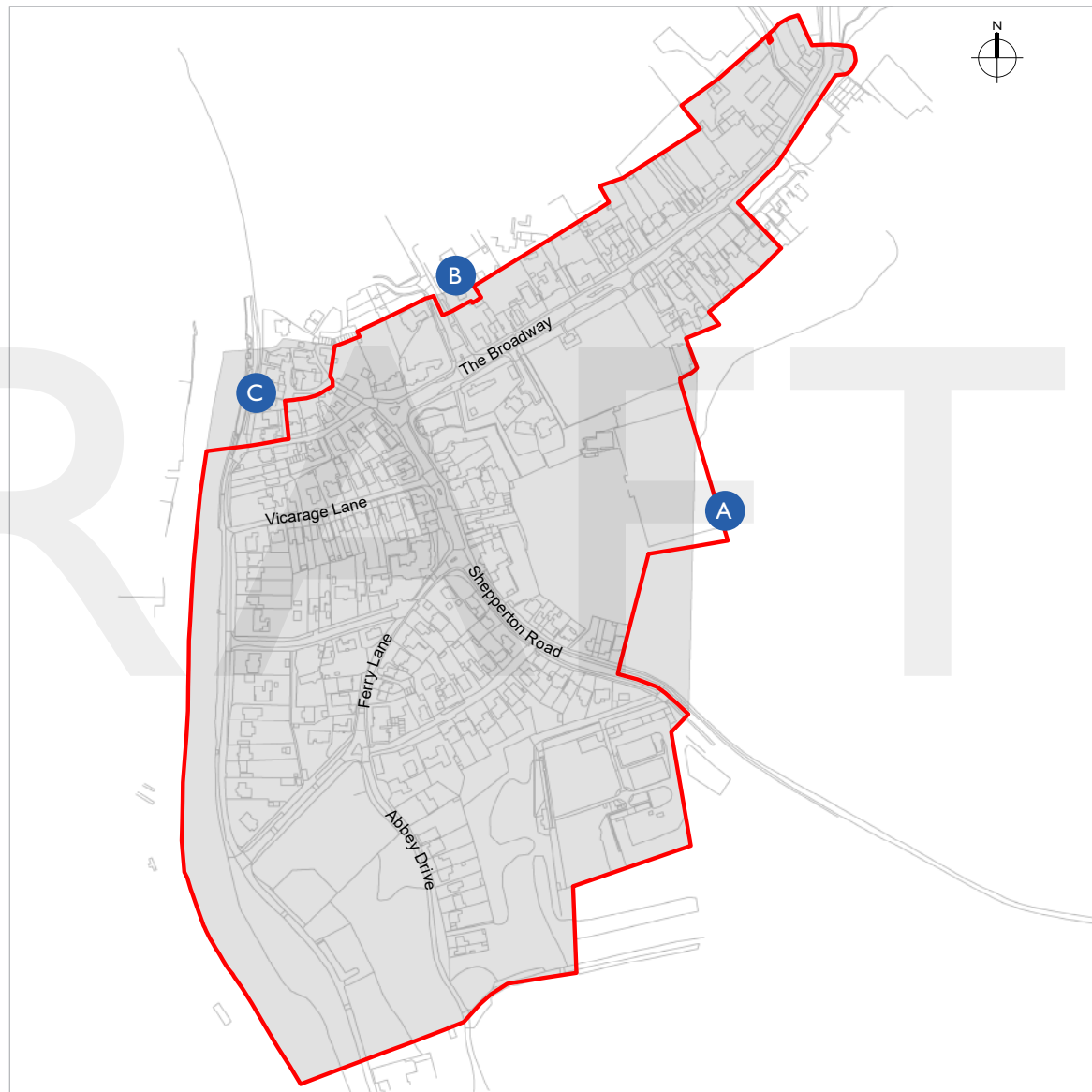
4.1 Inclusions

A The previous boundary does not coherently follow any establish plot boundaries. A series of rationalisations on the east side of the Conservation Area will rectify this.

4.2 Exclusions

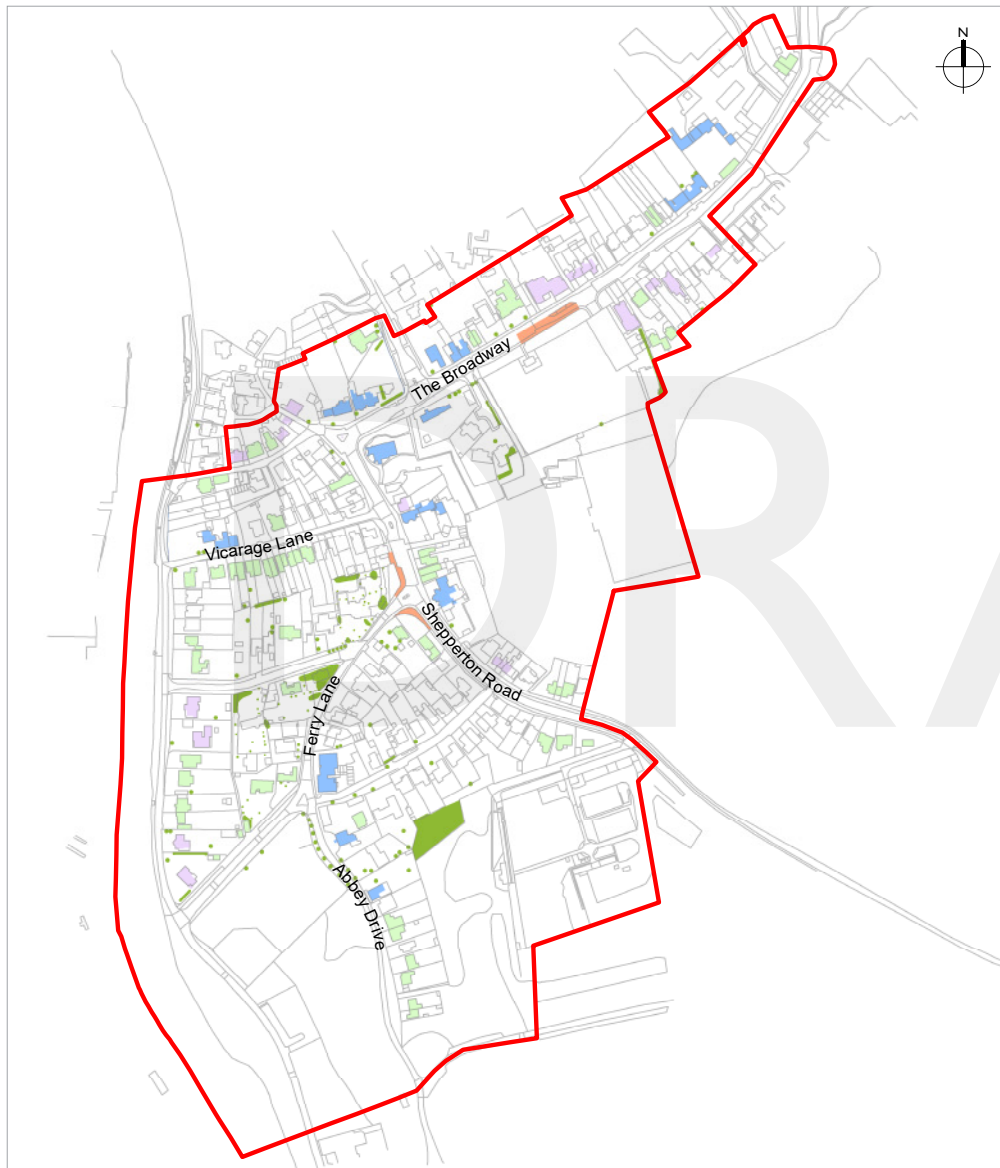
B No.2a Staines Road is a modern building which does not exhibit any of the characteristics features of the Conservation Area.

C The buildings within the enclave to the north of Blacksmith's Lane are modern and do not exhibit any of the characteristic features of the Conservation Area.





- **Painted finish of external timber joinery:** The Arts & Crafts influence and age of many of the buildings throughout the Conservation Area mean that there is a relatively high proportion of external timber joinery features. There are many instances throughout the Conservation Area where these features, including bargeboards, fence posts and garage doors, require sanding down and re-painting. This is an important regular activity to help ensure the long-term good condition of the timber, as well as to maximise their aesthetic impact.
- **Informal road surfaces:** Where present within the Conservation Area, simple, untreated road surfaces (hoggin or similar) are either already severely affected by pot holes or have the potential for pot holes to occur. Where this is the case, there is increased risk of surface water ponding, splashback and other knock-on damage to the historic structures and features. This particularly affects the end of Blacksmith's Lane, Condor Road and Moorhayes Drive.
- **Vulnerable green verges:** Where there are no formal kerbstones, protective measures including low guard rails and bollards are in place across the Conservation Area. However, there are some areas where the green verge is still susceptible to vehicle damage. This is particularly evident at the junction of Ferry Lane and Abbey Drive.
- **Replacement of garage doors:** Although not currently a major issue, there are instances where modern garage doors (roller or upwards-swinging) have been installed at traditional properties, including on some boathouses where these have been retained and seen their use evolve. The traditional style that aligns with the Arts & Crafts influence throughout the Conservation Area are side-hung timber double doors.
- **Replacement of traditional windows with uPVC units:** Modern units are typically positioned flush with a building's external elevation and consequently reduce the characteristic depth of historic façades created by older windows set back within the reveal. uPVC units typically also have thick frames and false glazing bars which are intended to copy traditional styles but are in reality misproportioned. With traditionally constructed buildings, there is also potential for uPVC windows to worsen issues concerning damp and moisture build up internally.
- **Inappropriate mortar repairs:** This issue particularly affects the brick boundary walls in the residential enclave character areas but has the potential to affect any brick structure. Mortar which has been applied thickly and sits proud of the brick face ('ribbon pointing') causes issues in the longer term with the bricks' ability to expel moisture. Pointing repairs using a cement-based mortar also causes this problem. Both approaches to re-pointing have potential to cause spalling and deterioration of the brickwork.
- **Efflorescence and algal/vegetation growth:** This issue also affects the characteristic brick boundary walls throughout the Conservation Area but poses a particular risk to any wall which is overhung or bordered by planting. Efflorescence is indicative of moisture being expelled, leaving a mineral build up on the surface which is to be expected within certain parameters but excessive cycles of wetting/drying can ultimately accelerate the deterioration of mortar and brickwork. Where moisture cannot evaporate and dry quickly enough, algal growth will establish cause unsightly green staining. Vegetation rooting within mortar joints or into the foundations of a wall can also cause structural instability if left unmanaged.
- **Telecommunication poles and wires:** Prominent poles and high-level wires are positioned at intervals throughout the Conservation Area, including along the boulevard-like Broadway. These conflict with the aesthetic quality of the streetscapes and visually compete with the traditional-style streetlamps.
- **Satellite dishes:** As the Conservation Area primarily contains residential properties, there is a large number of externally-mounted satellite dishes – frequently on primary or highly visible elevations. These are modern features which individually detract from the architectural quality of their host building and cumulatively impact the wider streetscape.
- **Modern commercial signage:** Oversized shopfront facias and supplementary signage (such as brightly branded A-boards) are detracting features within the streetscapes but are generally limited in number and only present on Shepperton Road.



6.1 Conservation Area Designation – Control Measures

In order to protect and enhance the Conservation Area, any changes that take place must conserve its character and special interest. Statutory control measures are intended to prevent development that may have an individually or cumulatively negative effect. Control measures within include:

- Planning permission will usually be required to totally or substantially demolish buildings or structure (including walls, gate piers and chimneys). This will also need a heritage statement (sometimes called a heritage impact assessment) as part of the application.
- The extent to which permitted development (i.e. changes that are allowed without requiring consent from the local authority) may be restricted. For example, replacement windows, different elevational finishes or the installation of satellite dishes.
- Trees with a diameter of 75mm or greater, measured as 1.5m above the soil level are protected. Any work proposed to these trees require permission from the local authority by means of a planning application. This allows the authority to determine whether a tree preservation order (TPO) is necessary.
- Advertisements and other commercial signage may be subject to additional controls and/or require planning permission.



6.2 Conservation Aims and Best Practice

There is no generally accepted detailed definition of ‘best practice’ in conservation: it is a term used to describe the management of change (including repair) so that the integrity and character of a historic site is not eroded or compromised. It is not the intention of conservation best practice to prevent change from happening: alterations can still be carried out but should be subject to additional scrutiny to ensure that the special interest of the Conservation Area is protected.

It is the purpose of this Appraisal to provide guidance that will help achieve these aims. Overall, any change in the Laleham Conservation Area should seek to:

- Preserve its historical features;
- Enhance, where possible, its special interest;
- Positively contribute to its established character; and
- Be high quality.

6.3 Positive Contributors and Opportunities for Enhancement

A positive contributor is a building, structure or feature which beneficially adds to the overall character of its local area. This is true of most buildings within a conservation area. The extent to which a building will positively contribute will largely depend on the integrity of its historic form and is not restricted to its principal elevation. For example, roofscapes and side/rear elevations call all make a positive contribution. Modern buildings can also make a positive contribution where they have been sensitively designed to suit their setting. A list of positive contributors in the Laleham Conservation Area is included in Appendix A; these are also identified on the heritage assets plan on the previous page.

Criteria for identifying positive contributors include:

- Group value;
- Associations with notable architects or other historical figures;
- Position and presence within the streetscape;
- Use of characteristic materials, architectural motifs or detailing;
- Physical or historical relationship with neighbouring buildings; and
- Historical use.

Beyond general conservation best practices, there are limited opportunities for additional enhancement within the Conservation Area. There is scope to renew the planting and public realm provisions on either side of the junction of Ferry Lane with Shepperton Road. There is also an opportunity to reinstate the traditional name sign which has fallen into disrepair on the Broadway, together with works to rationalise the pavement and crossing opposite the primary school.

6.4 Repairs and Replacement

6.4.1 ‘Like-For-Like’

A term that is frequently used in conservation is ‘like-for-like’ replacement or repair. This is frequently – and mistakenly – taken to mean that a modern alternative that generally echoes the style of the element removed is acceptable. However, this is not accurate or acceptable. Like-for-like should always be interpreted as an alternative that matches the historic element removed in terms of its material, dimensions, method of construction, finish, means of installation and any other feature specific to the original element, such that the modern replacement is hardly discernible from the original (accepting that its condition will be greatly improved where the original has failed beyond repair).

For example, modern uPVC windows in imitation of Victorian-style sash windows but with false glazing bars and a top-hung casement opening mechanism do not constitute a like-for-like replacement for traditional timber-framed Victorian sliding sash windows, although they may appear stylistically similar.

6.4.2 Repairs and Replacement

Repairs and replacement are inevitable with any building or site, regardless of age; however, within a conservation area, it is especially important that this is carried out sensitively to protect the historic fabric of its buildings and respect the character of the wider area. Key points to remember when looking to carry out repair work or install replacement features are:

- A method of repair that was suitable for one building may not be suitable for another. Repair and replacement should always be considered on a case-by-case basis.
- Repairs using appropriate materials and techniques are always preferable over wholesale replacement.
- Where a historic feature has degraded beyond repair, replacement should be carried out on a like-for-like basis.
- Where seeking to improve failing modern features, a traditionally-designed alternative using appropriate materials is preferable. For example, the replacement of uPVC gutters and downpipes with lead, cast iron or coated aluminium alternatives that better reflect the traditional character of the Conservation Area.
- Cement-based mortars and/or ribbon pointing are harmful to historic brickwork and masonry. Repairs to any pointing should be carried out in a lime mortar after any cementitious mortar has been raked out. This will ensure the longevity of the historic built fabric.



- Due consideration should be given to the sustainability of the repair or replacement, i.e. what is its lifespan? What maintenance will be required to prolong this?
- Reversibility is an important consideration as better alternative may become available in the future.
- Historic external detailing should be retained or, where damaged beyond repair, replaced on a like-for-like basis. This includes (but is not limited to): the texture and colour of render; size and colour of bricks used, and the bond in which they are laid; stone dressings; and chimneystacks.
- The reinstatement of historic features that have been lost is favourable. For example, re-exposing brickwork that had been rendered or painted over.

The repair and replacement of windows can have a notable effect on the character and special interest of the conservation area, both positively and negatively. The aim should always be to retain historic windows wherever they survive, carrying out refurbishment work where needed to make sure they remain usable. Timber frames are preferable over uPVC for a number of reasons, mainly their comparative slimness and breathable quality which has a positive knock-on effect on the overall condition of the historic building.

6.5 Maintenance

Maintenance differs from repair in that it is a pre-planned, regular activity intended to reduce instances where remedial or unforeseen work is needed. The higher the levels of maintenance, the less need to carry out repairs. Regular maintenance activity should include annual gutter clearing, seasonal vegetation control and repainting external joinery with an oil-based paint. This is not an exhaustive list and each historic building will have its own specific needs. Larger historic buildings and those which are listed may benefit from occasional condition surveys (usually around every five years) to highlight their individual maintenance and repair needs.

The maintenance requirement of a building will depend on its age, materials and susceptibility to wear. Historic England, the Society for the Protection of Ancient Buildings (SPAB) and other heritage bodies publish specialist guidance on the suitable maintenance and repair methods for different historic buildings.

6.6 Trees

Trees are afforded extra protection within the Conservation Area and there are a number of tree preservation orders already in place. Any tree surgery work should be carried out only once the relevant permission has been sought.

The management of the planted elements within the conservation area is beneficial to its overall appearance and potentially also to the condition of the buildings where root damage or overhanging branches may pose a threat.

6.7 Public Realm

Public realm features, including bins, bollards, seating and planters, etc. often become outdated in their appearance. This can be due to heavy wear, antisocial behaviour or as a result of poor design and short-lived trends. Successful public realm schemes are contextual, using high-quality materials that echo the character of the wider area. Any additions or amendments to the public realm will also need to take account of highways and other relevant regulations.

6.8 Modern and New Development

It is not the intention of conservation area designation to prevent new development or entirely exclude existing modern development where this is woven into a surrounding historic space. Instead, it puts in place a process whereby any proposals are more thoroughly studied to ensure that the special interest of the conservation area is protected and opportunities to improve its character are identified.

New development can range from entire new buildings to the introduction of new features, however small, on existing buildings. New development within the setting of the conservation area should also be carefully managed as it has the potential to detract from its character and special interest. The potential for substantial new development inside the Conservation Area boundary is generally limited to the replacement or alteration of those buildings, generally from the mid-late 20th century, which do not positively contribute to its character. Any proposals will need to be considered on a case-by-case basis and take account of:

- The significance of any existing building affected;
- The impact on the setting of neighbouring listed buildings and/or positive contributors;
- How local features and materials can be incorporated into the new design;
- Whether or not any historical plot boundaries survive or could be recoverable;
- The impact of the overall scale, massing and design on the wider streetscape;
- The loss of any important rear/side elevations or views of these;
- Characteristic boundary treatments and planting;
- The potential for below-ground or built archaeology; and
- Any other heritage or conservation constraints identified.



The addition of new features on existing buildings can be detrimental to the individual buildings as well as the overall character of their wider setting if unmanaged. Specifically:

- Television aerials and satellite dishes should not be fixed to principal or highly visible elevations, or chimneystacks.
- Features such as external lighting and security cameras should be as discreet as possible.
- Solar panels should be restricted to rear or secondary elevations, especially where a building forms one of a group.
- Internal alterations can have an external impact; for example, staircases cutting across windows or the removal of chimneybreasts necessitating the removal of the associated chimneystack.

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'Spelthorne Hundred: Laleham', in *A History of the County of Middlesex: Volume 2, General; Ashford, East Bedfont With Hatton, Feltham, Hampton With Hampton Wick, Hanworth, Laleham, Littleton*, ed. William Page (London, 1911), pp. 396–401. British History Online <http://www.british-history.ac.uk/vch/middx/vol2/pp396-401>

Spelthorne Borough Council, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016), <https://www.spelthorne.gov.uk/article/17644/Listed-and-locally-listed-buildings-information>

Surrey County Council Archaeology, <https://www.surreycc.gov.uk/culture-and-leisure/archaeology>

National Heritage List for England, <https://historicengland.org.uk/listing/the-list/>

Historic England, <https://historicengland.org.uk/>

Society for the Protection of Ancient Buildings, <https://www.spab.org.uk/advice>

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Address	Heritage Status	Additional Assessment
Granary to SE of barn at Manor Farm, The Broadway	Grade II listed building	List entry number 1187023
Outbuilding to NE of barn at Manor Farm, The Broadway	Grade II listed building	List entry number 1187022
Outbuilding adjacent to Manor Farmhouse and barn, The Broadway	Grade II listed building	List entry number 1204639
Manor Farmhouse, The Broadway	Grade II listed building	List entry number 1298925
Cambridge and The Red Cottage, The Broadway	Grade II listed building	List entry number 1204602
The Turks Head PH & Wysteria Cottage, The Broadway	Grade II listed building	List entry number 1187021
The Corner House, Staines Road/ The Broadway	Grade II listed building	List entry number 1205073
Church Farmhouse, The Broadway	Grade II listed building	List entry number 1187019
The Limes, The Broadway	Locally listed building	LL/148, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
The Feathers PH, The Broadway	Locally listed building	LL/147, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)

Address	Heritage Status	Additional Assessment
1 & 2 Home Farm Cottages, The Broadway	Locally listed building	LL/146, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Laleham Village Hall, The Broadway	Locally listed building	LL/145, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
School Cottages, The Broadway	Locally listed building	LL/143, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Laleham CofE Primary School (main building), The Broadway	Locally listed building	LL/142, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
27 & 29 Broadway	Positive contributor	A pair of traditional cottages from the early 20th century with traditional sash windows.
Weatherboarded barn, The Broadway	Positive contribute (potentially curtilage listed)	A traditional agricultural building in scale and form, illustrating the farm history of the area.
1 & 2 Roses Cottages, The Broadway	Positive contributor	A pair of symmetrical 19th-century cottages with original proportions.
Headley & Headly Mews, The Broadway	Positive contributor	Villa-stye houses with Arts and Crafts influences: roof form, half rendering and brickwork.



Address	Heritage Status	Additional Assessment
Glebe House, The Broadway	Positive contributor	Arts & Crafts influence: decorative brickwork and tiling.
1 & 2 Church Villas, The Broadway	Positive contributor	Symmetrical pair of cottages with decorative bargeboards.
Planetree, Blacksmith's Lane	Locally listed building	LL/008, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Forge Cottage, Blacksmith's Lane	Locally listed building	LL/007, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Rivers End & Little Rivers End, Blacksmith's Lane	Locally listed building	LL/010, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Perry's Cottage, Blacksmith's Lane	Positive contributor	A symmetrical cottage with good brickwork, modest scale and hipped roof.
Laleham Cottage, Blacksmith's Lane	Positive contributor	An Arts and Crafts cottage with distinctive decorative hung tiles.
Ferry Way, Blacksmith's Lane	Positive contributor	A simple, polite cottage with traditional windows.
West boundary wall of Little Ravenswell and City Post, Thames Side	Grade II listed building	List entry number 1187065

Address	Heritage Status	Additional Assessment
Little Ravenswell, Vicarage Lane	Grade II listed building	List entry number 1280880
Red House, Blacksmith's Lane / Inglenook, Vicarage Lane / 213 Thames Side / Osmanstead, Condor Road / 217 Thames Side / 218 Thames Side / 219 Thames Side / 220 Thames Side	Positive contributor	Thames Side group of river-facing houses
Riverholme, 215 Thames Side	Locally listed building	LL/126, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
The Barn, 216 Thames Side	Locally listed building	LL/127, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Ferry View, 221 Thames Side (plus rear boathouse)	Locally listed building (/ positive contributor)	LL/128, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Tara, 222 Thames Side (plus rear boathouse)	Locally listed building (/ positive contributor)	LL/129, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Little Riverswell, Vicarage Lane	Grade II listed building	List entry number 1280880
Old Farm & Riverside, Vicarage Lane	Grade II listed building	List entry number 1187066





Address	Heritage Status	Additional Assessment
The Maltings, Vicarage Lane	Positive contributor	Arts & Crafts style house
The Whin / The Den / Bundoran Cottage / Appletree Cottage / Linthwaite / Honeysuckle Cottage / Cameo Cottage / Riverdale Cottage / The Cottage / Mulberry Cottage / Gable Cottage, Vicarage Lane	Positive contributors	Arts & Crafts-inspired group of 19th/early 20th-century houses
River Lodge, Vicarage Lane	Positive contributor	Arts & Crafts style house
Abbeycroft, Condor Road	Positive contributor	Arts & Crafts-inspired house
Lavender Lodge, Condor Road	Positive contributor	Arts & Crafts style house
2 Ferry Lane	Positive contributor	Arts & Crafts-inspired house
Burway House, Ferry Lane	Positive contributor	Arts & Crafts style house
Yew Tree Cottage, Ferry Lane	Positive contributor	Arts & Crafts style house
Muncaster House, 1-8 Ferry Lane	Grade II listed building	List entry number 1187038
24 Shepperton Road	Positive contributor	Arts & Crafts-inspired house

Address	Heritage Status	Additional Assessment
22 & 22a Shepperton Road	Positive contributor	Pair of Arts & Crafts style houses
45-49 (odd) Shepperton Road	Positive contributor	Group of Arts & Crafts-inspired houses
35-39 (odd) Shepperton Road	Locally listed building	LL/111, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
16 Shepperton Road	Positive contributor	Arts & Crafts-inspired house
Three Horseshoes public house, Shepperton Road	Grade II listed building	List entry number 1187064
21 & 23 Shepperton Road	Positive contributor	Traditional shopfronts
17 & 19 Shepperton Road	Positive contributor	Symmetrical pair of late 19th/early 20th-century houses
Dial House, Dial Cottage & Dial House Gardens, Shepperton Road	Grade II listed building	List entry number 1298906
3 Shepperton Road	Locally listed building	LL/110, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
6 Shepperton Road	Positive contributor	Simple 19th-century cottage with Arts & Crafts influence





Address	Heritage Status	Additional Assessment
War memorial, Shepperton Road	Locally listed building	LL/109, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
All Saints' Church, Shepperton Road	Grade I listed building	List entry number 1298923
High Elms, The Broadway	Grade II listed building	List entry number 1298924
Yew Corner, The Broadway	Grade II listed building	List entry number 1204592
The Coverts, Abbey Drive	Grade II listed building	List entry number 1298919
The Thatched Cottage, Abbey Drive	Grade II listed building	List entry number 1187013
Thames Mead & High Gables, Abbey Drive	Positive contributor	A pair of Arts & Crafts style houses with matching and highly prominent front gables
The White Cottage, Abbey Drive	Positive contributor	Arts & Crafts-inspired house
5 Abbey Drive	Positive contributor	Arts & Crafts-inspired house
1 & 3 Abbey Drive	Positive contributor	Pair of Arts & Crafts-inspired houses

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LOWER HALLIFORD
CONSERVATION AREA APPRAISAL
MARCH 2024 (DRAFT)

Pending:
- Full coverage of OS basemapping
- Remove draft stamp

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LOWER HALLIFORD: CONSERVATION AREA APPRAISAL

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1.1 Introduction

The Lower Halliford Conservation Area as originally designated in December 1973. This Conservation Area Appraisal has been prepared in March 2024 and is intended as Supplementary Planning Guidance. It follows advice given by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management' published 8 February 2019.

This Conservation Area Appraisal seeks to analyse the special architectural and historic interest of the Lower Halliford Conservation Area. It also identifies opportunities for beneficial change and the need for additional protection. The Appraisal also reviews the boundary and provides justification for a series of recommended alterations.

The review of the Lower Halliford Conservation Area and the production of the Conservation Area Appraisal are part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area. It will also enable sustainable decisions to be taken about its future management.



— 2024 Conservation Area Boundary
This plan is not to scale



SECTION 1.0: INTRODUCTION

1.2 Planning Policy Context

Section 69 1(a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a Conservation Area is an 'area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. It goes on to state that the duty of Local Planning Authorities is 'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'.

Section 72 of the 1990 Act further states that, 'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area' (in the exercise of the Local Planning Authority's planning function). In order to carry out this duty the character of the Conservation Area needs to be clearly defined and understood (i.e. a character appraisal).

This appraisal complies with government guidance on the management of the historic environment through the National Planning Policy Framework (NPPF) as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpins the planning system.

Further details of the conservation of heritage assets are set out in the NPPF at Chapter 16, Conserving and enhancing the Historic Environment. Para 195 states that '[Heritage assets] are an irreplaceable resource and should be conserved in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of existing and future generations'.

Para 198 states that 'Local Planning Authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area...' The Lower Halliford Conservation Area Appraisal follows the latest guidance provided by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management (second edition)' published 8 February 2019.

Local planning policy is currently managed under the 2009 Development Plan, which will soon be superseded by the policies set out in the Emerging Local Plan 2022-2037.

1.3 Summary of Key Elements

The key themes and features which define the character of the Lower Halliford Conservation Area are:

- Its origins as a rural medieval settlement with a long history of occupation.
- Its unusual historic configuration, with both nucleated development around the village green and ribbon development along Russell Road.
- Domestic scale and massing, with the majority of historic properties set back behind garden plots and boundary treatments.
- The survival of many historic brick walls, some reaching substantial heights.
- The prevalence of substantial 18th and 19th-century Neo-Classical dwellings, which illustrate the historic evolution of Lower Halliford and the architectural fashions of the Georgian and early Victorian eras.

- The survival of some smaller dwellings of historically humble status around the village green, including the vernacular structure known as Dunally Cottage/ Poet's Cottage, which reference the rural agricultural character of the settlement prior to the building of the substantial riverside villas.
- The survival of the historic village green, the nucleus of the oldest part of the settlement.
- Mature planting within and adjacent to the Conservation Area, including the trees around the village green and the dense woodland between Lower Halliford and Shepperton.
- The relationship between Lower Halliford and the Thames, which historically supported the local economy, influenced the historic road configuration and encouraged the growth of a riverside resort in the 18th and 19th centuries.



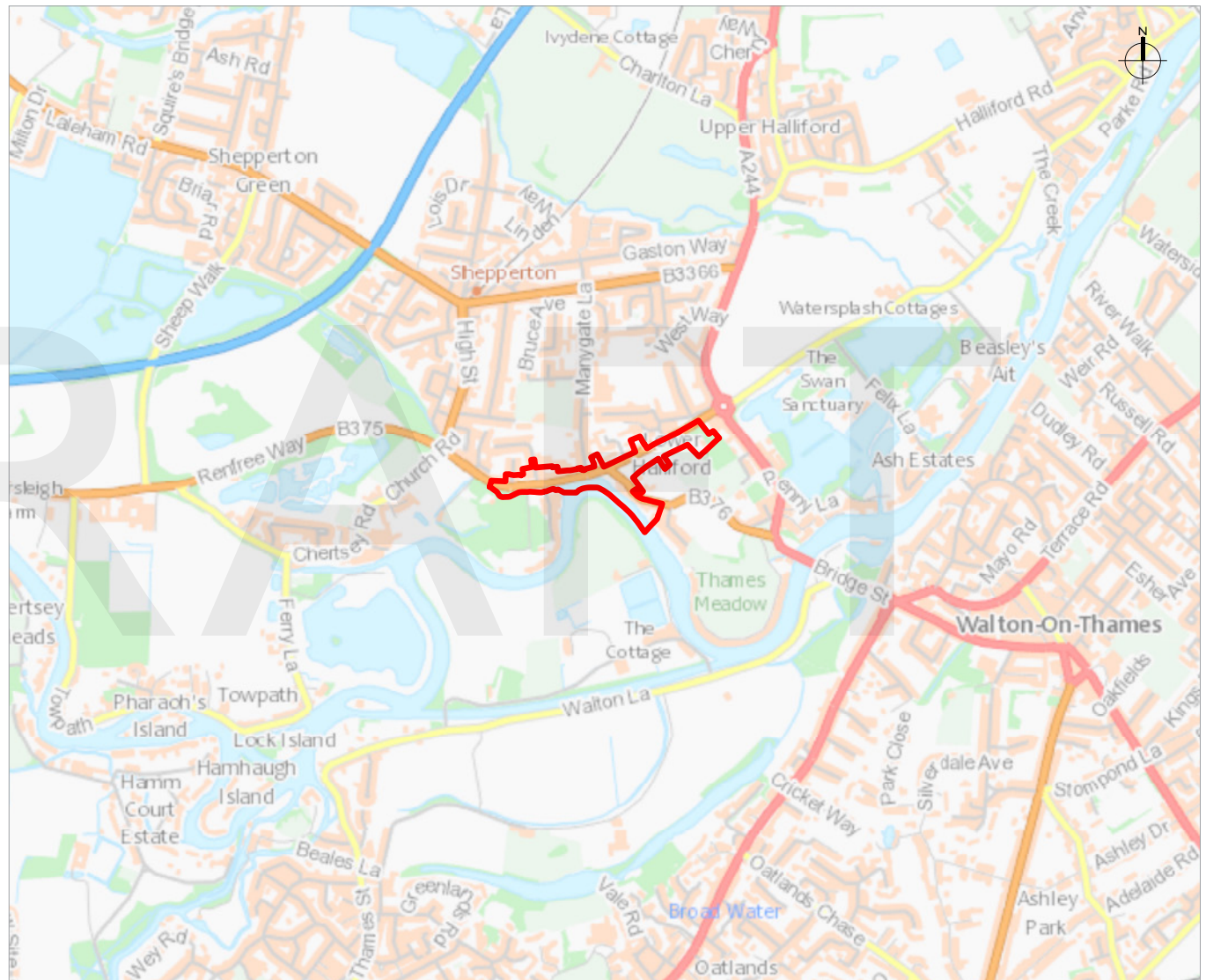
2.1 Location and Setting

The Lower Halliford Conservation Area is located on the northern bank of a bend in the River Thames, roughly half a mile east of Shepperton (historic core) and half a mile south-east of the M3 motorway. The Conservation Area is bounded to the north-west by the 19th and 20th century development around Shepperton railway station. To the south-east, across the river, lie the residential suburbs of Walton-On-Thames.

The Conservation Area comprises a narrow strip of 18th and 19th-century development on the north side of Russell Road, which connects Lower Halliford with the historic core of Shepperton to the west. It also encompasses some areas of development around the village green and along Walton Lane, which hugs the north bank of the River Thames as it wends to the south-east.

Principal access routes are via Marshall's Roundabout to the east, which directs traffic in and out of Lower Halliford in every direction, Shepperton High Street from the north-west and Renfree Way/B375 from the west.

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LOCATION PLAN

— 2024 Conservation Area Boundary

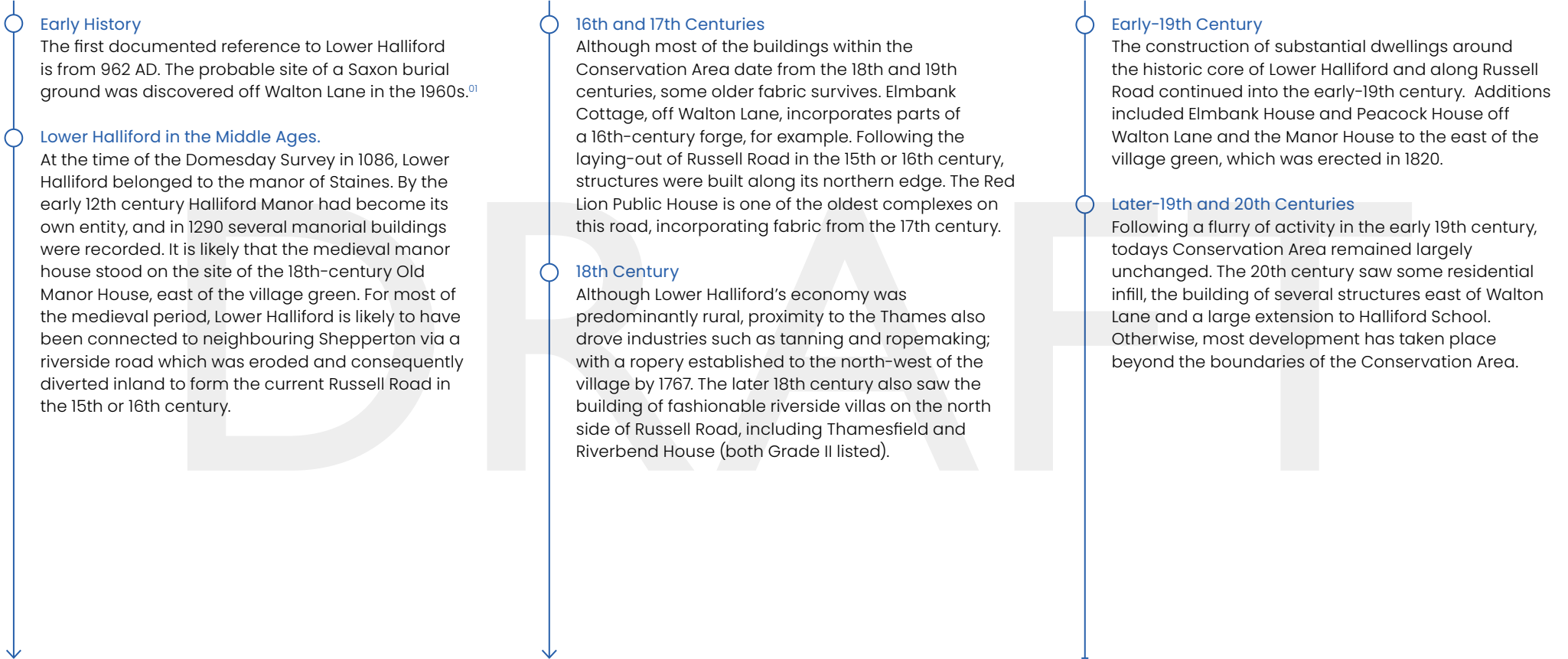
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2.2 Origins and Historic Development

2.2.1 Timeline



⁰¹ SMR Ref. 0558



2.2.2 Illustrated Historical Development

John Cary's map of 1801 shows Lower Halliford as 'Lower Hawford' and indicates that the majority of the development in the settlement was concentrated along the north side of Russell Road, as it is today. Records suggest that Russell Road, which connects Lower Halliford with Shepperton to the west, is a later thoroughfare diverted inland in the 15th or 16th centuries on account of erosion to the previous land route. From the 13th century, Lower Halliford relied on its proximity to the River Thames to carry barley, wheat, peas and root crops to markets in London.



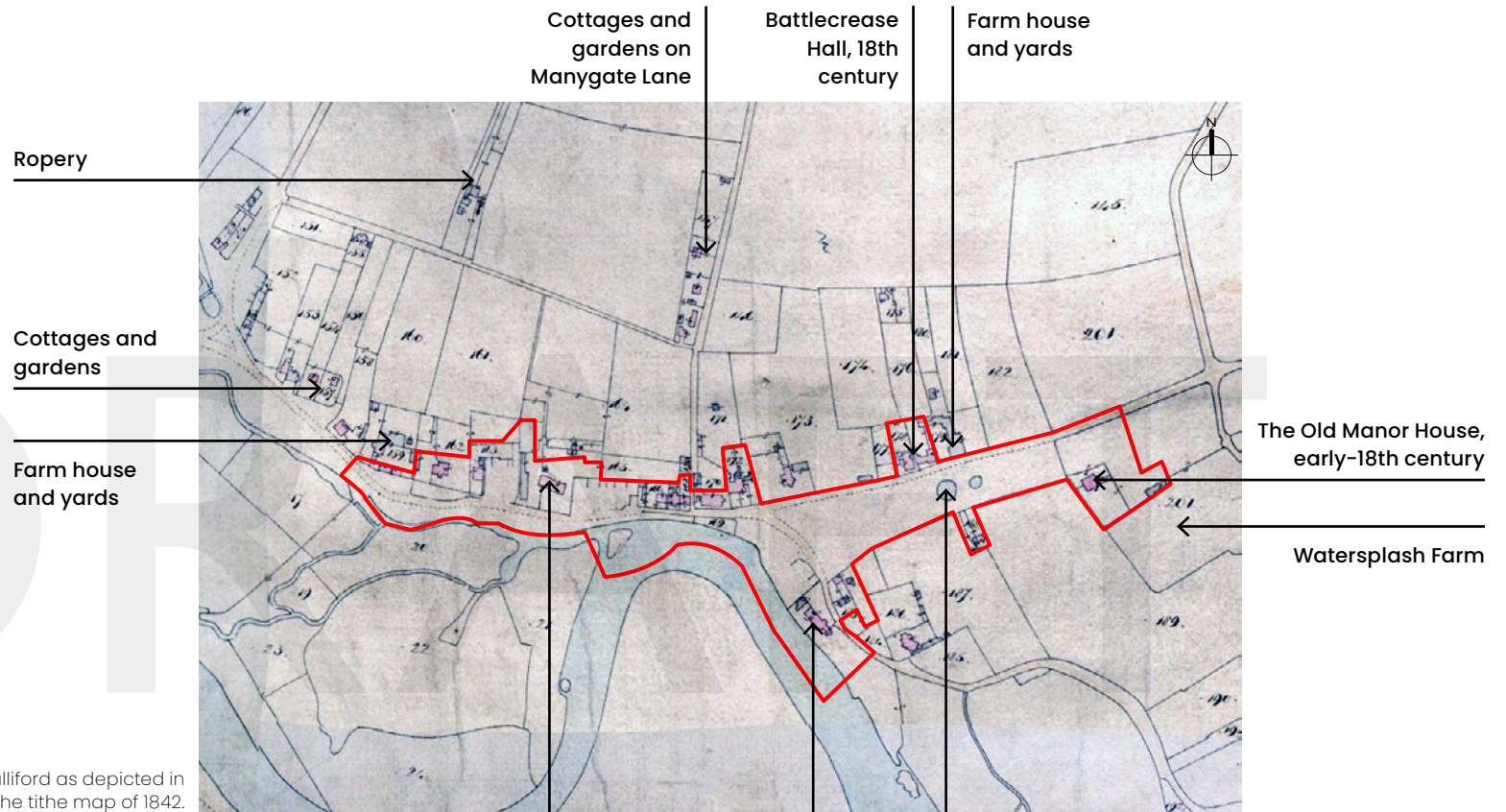
Lower Halliford as depicted in Cary's map of 1801.

SECTION 2.0: ASSESSING SPECIAL INTEREST



In the tithe map of 1842, Lower Halliford is shown to comprise a mixture of substantial dwellings such as Dunally House, Battlecrease Hall and the Old Manor House, with smaller cottages to the far west and to the north on Manygate Lane. The long, narrow green south of Russell Road, which was common land, had two 'dewponds', which historic photographs show were used for watering livestock.

The prevalence of gardens, meadows, allotments and two farmyards on the tithe map demonstrates the importance of agriculture to the mid-19th century village. To the far north was a ropery, likely influenced by the barge traffic along the Thames. The first known reference to the ropery is from 1767, and it was still functioning in the 1860s.



Lower Halliford as depicted in the tithe map of 1842.

— 2024 Conservation Area Boundary (approximate)

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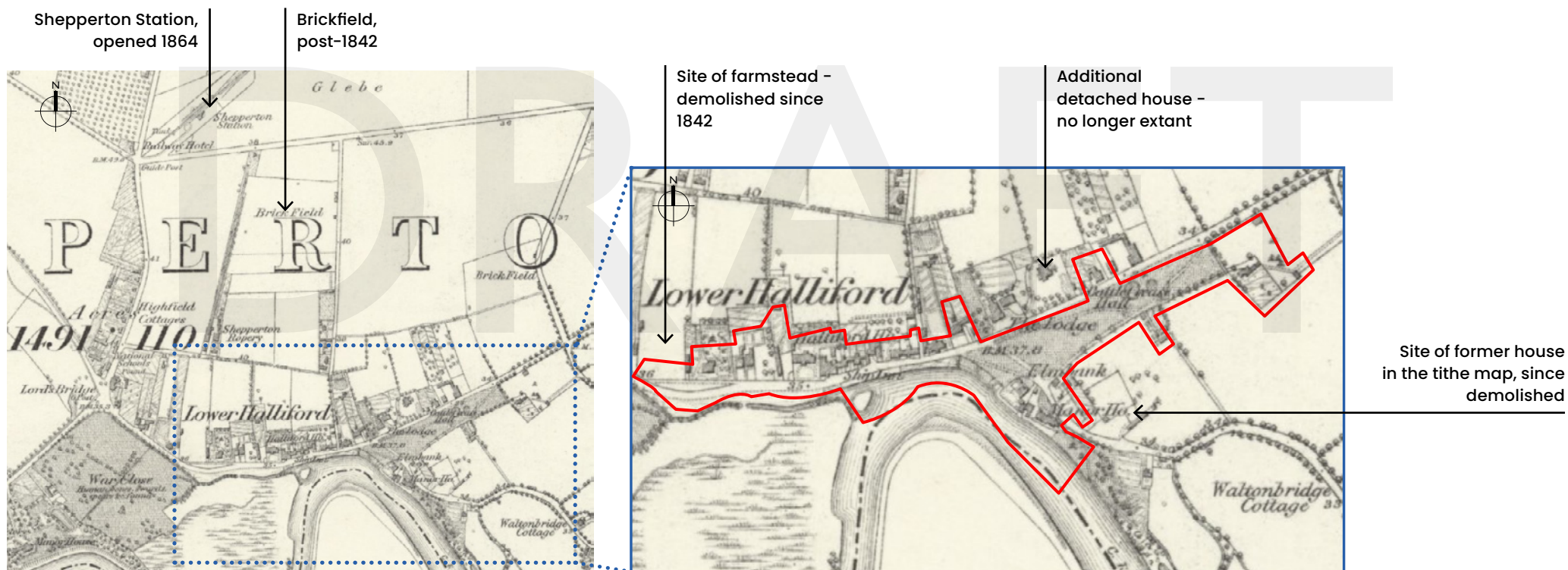


SECTION 2.0: ASSESSING SPECIAL INTEREST

The 1874 Ordnance Survey illustrates some changes within and adjacent to the boundary of the current Conservation Area, including the erection of a substantial detached dwelling on former open land off Russell Road (no longer extant). There had been some demolition since the title map of 1842 – a large property east of what is today known as Dundally House was no longer extant in 1872 and a farmstead to the east, off Russell Road, had also been demolished.

To the north of the village, the opening of the new railway and brickfield kick-started the process of urbanisation and population growth which characterised future development in the setting of the Conservation Area.

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Lower Halliford as shown in the Ordnance Survey of 1874.

— 2024 Conservation Area Boundary (approximate)

This plan is not to scale

SECTION 2.0: ASSESSING SPECIAL INTEREST



Whilst there was very limited change within the boundary of the Conservation Area itself between 1872 and 1897, the trajectory of increasing residential development to the north of Russell Road had continued. The substantial mid-19th century building known today as Thamesfield had been expanded to achieve its current proportions and additional garden structures had been added to the north.

Changes to the setting of the current Conservation Area had occurred by the 1913 Ordnance Survey, which shows a large dwelling known as 'Las Palmas', on former meadow land south of Russell Road beyond the western boundary of the Conservation Area. This development was set in landscaped grounds with a substantial new access road leading from the north. The 1920 Ordnance Survey demonstrates the continuing trajectory of development north of Russell Road, on land formerly occupied by the ropery and brickfields.

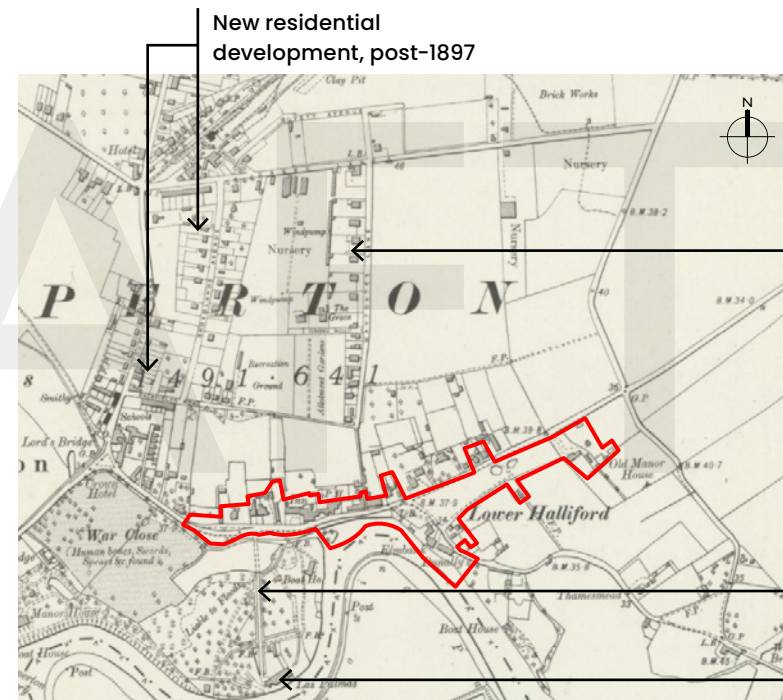
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Lower Halliford as shown in the Ordnance Survey of 1897.

— 2024 Conservation Area Boundary (approximate)

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Lower Halliford as shown in the Ordnance Survey of 1920.

— 2024 Conservation Area Boundary (approximate)

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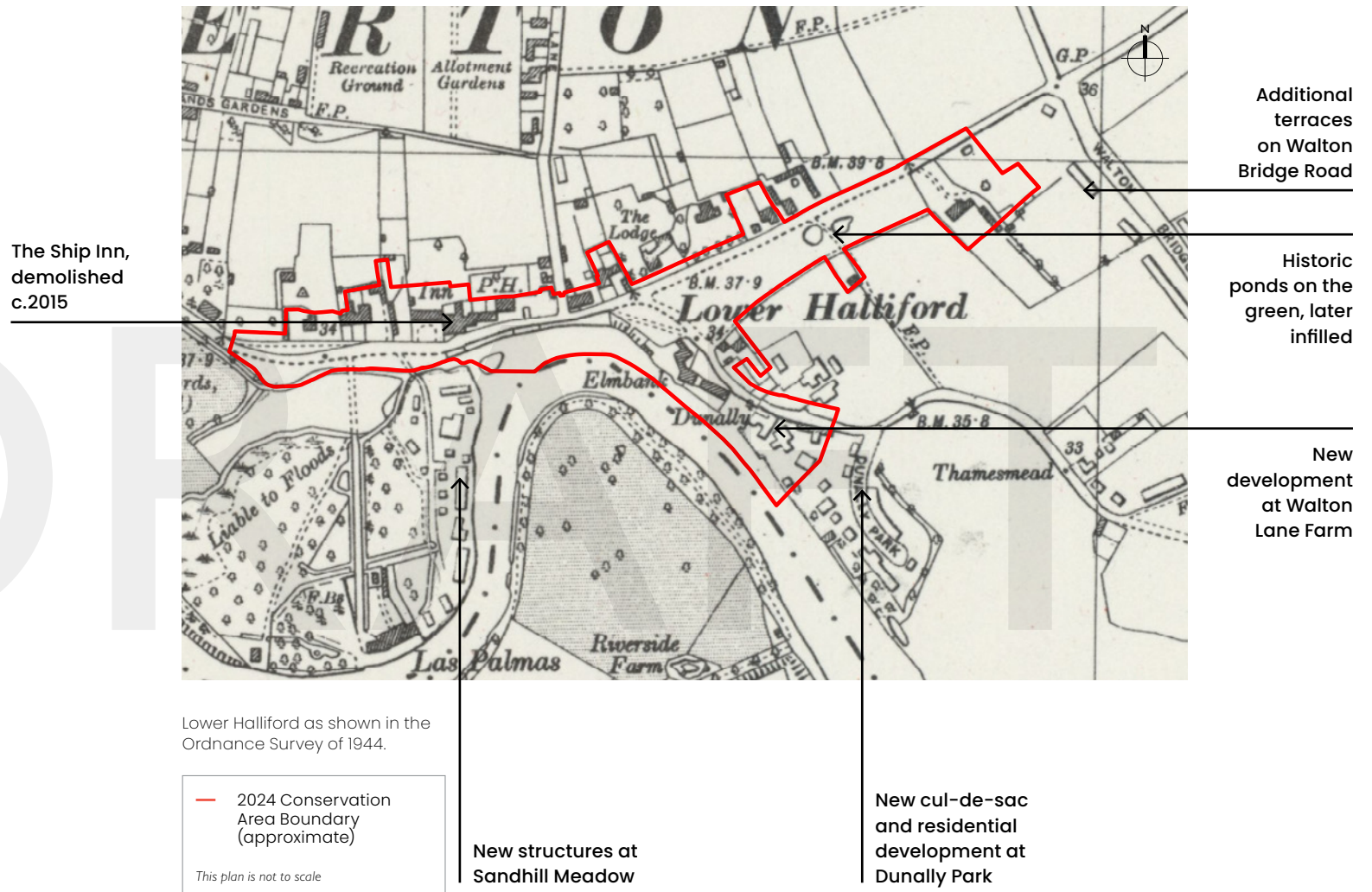
SECTION 2.0: ASSESSING SPECIAL INTEREST



Comparison of the Ordnance Surveys of 1920 and 1944 shows little change within the boundary of the Conservation Area, excepting some new development off Walton Lane (which has been since been substantially reconfigured). The wider setting of Lower Halliford had experienced further residential development since 1920; at Sandhill Meadow to the south, along Walton Bridge Road to the east and along Walton Lane to the south-east.

Ordnance Survey maps revised in the late 1950s and 1960s show a similar trend, with development continuing primarily to the north and east of Lower Halliford whilst the historic core of the settlement around Walton Lane and the north side of Russell Road remained largely unchanged. The two ponds on the green were infilled in the later-20th century. The Ship Inn, which had stood just east of Halliford School, was demolished circa 2015 and replaced with flats.

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Lower Halliford as shown in the Ordnance Survey of 1944.

— 2024 Conservation Area Boundary (approximate)
 This plan is not to scale



2.3 Archaeological Potential

The archaeological landscape of Surrey is documented and protected under the remit of Surrey County Council, who recognise two levels of heritage asset designation in addition to statutory protection (scheduled monuments):

County Sites of Archaeological Importance (CSAI) – sites where there is a proven archaeological presence and where that archaeology is known to be of a standard and quality to require a definite presumption in favour of preservation in-situ.

Areas of High Archaeological Potential (AHAP) – defined zones which have been examined by the County Archaeologist and determined to likely contain good evidence for the existence of archaeological remains.

The determination is largely based upon information in the County Historic Environment Record (HER), as well as information on previous finds, past investigations, historic maps, aerial photograph, and thematic surveys.

There are no AHAPs, CSAIs or scheduled monuments in the Lower Halliford Conservation Area.

2.4 Built Form and Architecture

Lower Halliford Conservation Area has an unusual configuration, with some nucleated development around Lower Halliford green and substantial ribbon development which stretches along the north side of Russell Road westwards towards Shepperton. This may be related to the erosion of a former riverside route which likely connected Lower Halliford and Shepperton during the Middle Ages. Records suggest that Russell Road is a later highway diverted inland during the 15th or 16th century. This would have encouraged later development to take place to the north-east of the historic core of Lower Halliford and resulted in the sense of separation between the two areas today.

Russell Road has an open, linear grain, with most of the historic structures on the north side of the road dating from the 18th century. These substantial dwellings are two or three storeys high and are set well back from the public highway behind deep garden plots and brick walls. The west side of Walton Lane has a very similar character, with large 18th and 19th-century residences also separated spatially and structurally from the highway. In contrast, the smaller historic dwellings oriented towards the green (Dunally Cottage, Poets Cottage, Elmbank Cottage and Vine Cottage) have subtle boundary treatments resulting in a more intimate relationship with the historic nucleus of the settlement and this important open space.



From left to right: Clonskeagh, Willow House and Willow Bank: early 18th, early 19th and late 19th-century Neo-Classical residences on the north side of Russell Road, set back behind a high brick wall.



Thamesfield House, a substantial 18th-century residence in the west of the Conservation Area on Russell Road. Dense planting and a high brick wall partially obscure the property from the public walkway. The narrow stretch of green open space north of the road creates an additional sense of separation between the house and the road.



Elmbank Cottage, an 18th-century house incorporating parts of a 16th-century forge in the oldest part of the Conservation Area, which fronts onto Lower Halliford green. The low boundary walls create a sense of connection between the house and the green, which was the nucleus of the medieval settlement.



The character of the Conservation Area is dominated by the presence of grand 18th-century residences, many of which overlook the Thames. These are typical Georgian style with highly symmetrical facades and regularly arranged sash windows. They exhibit a broad range of Neo-Classical features including projecting cornices, porticos, pediments, columns, pilasters, keystones, and parapet roofs. Together they demonstrate the expansion of Lower Halliford during the 18th century and illustrate contemporary architectural fashion.

Vernacular structures, meaning those built from local materials with little or no regard for architectural fashions, are in the minority within the Conservation Area. Where they survive, these buildings give a sense of how the village changed over time, from a small rural settlement supported by agriculture to an 18th-century riverside resort for the wealthy elite.

In scale and appearance, the Conservation Area is overwhelmingly domestic, with most evidence of historic agricultural activity having been lost over the 19th and 20th centuries. The Red Lion is a surviving example of historic commercial activity.

The roofscape is varied, constituting mostly pitched and parapet roofs with notable outliers being the large Dutch gable to 1-4 Dial House (early 19th-century), the half-pitched and half-mansard roof to Dunally Cottage (c.1720) and the dramatically varied pitches to the modern building known as Riverview on Russell Road.



Halliford School, originally built as a house in the late 18th-century. The building is typically Georgian in its use of restrained Neo-Classical decoration, with symmetrically arranged sash windows under flat arches, a plain eaves cornice, a simple pediment, and a parapet.



Decorative clay tiles to the roof of the Grade II listed Thamesfield Cottage on Russell Road.



This building constitutes two cottages, the oldest phase to the left having been first built as a barn in 1720. Its irregular roofline, timber weatherboarding and windows of mixed styles and proportions identify it as a vernacular structure. The partial survival of the barn, incorporated into a later dwelling house, evidences the agricultural economy which sustained Lower Halliford for most of its history.

SECTION 2.0: ASSESSING SPECIAL INTEREST



Red, yellow and brown brick is used consistently throughout the Conservation Area, most notably in the substantial boundary walls on Russell Road and Walton Lane. Several of the grand 18th-century houses have exposed brick facades, although most are finished with stucco, and some are painted. Traditional vernacular finishes to the Red Lion (hung tiles) and Dunally Cottage/Poet's Cottage (timber weatherboarding) add visual interest. Roof coverings are a mixture of clay tiles and slate.

The predominant boundary treatment in the Conservation Area is exposed brick. In some instances, brick walls are finished with pale paint or render, and some are topped with traditional cast-iron railings. Some of the historically higher-status properties, particularly on Walton Lane, utilise gate posts and finials to announce their principal entrance.

Where modern wooden fencing is used (to the Red Lion and the Mulberry Trees Estate opposite the green), this detracts from the character of the Conservation Area. Similarly, the use of utilitarian modern fencing/bollards at Riverview on Russell Road, along the south side of Russell Road and around the green is inconsistent with the historic character of the Conservation Area and is visually detrimental to the public realm.

In accordance with the Georgian character of Lower Halliford, most of the historic buildings have (or had) sash windows. Many historic sashes survive, although in a few instances they have been replaced with uPVC units. These replacements are conspicuous by their disproportionately thick frames and false glazing bars.

Some historic top and side-hung casements survive to buildings of vernacular character around the green and to some ranges within the Red Lion complex. Doors to historic buildings visible from the public highway generally have a traditional appearance.

Although there are some surviving examples of historic cast-iron gutters and downpipes, these have been widely replaced or supplemented with uPVC rainwater goods. In several instances, modern downpipes are inappropriately placed, cutting across highly visible elevations and detracting from their aesthetic interest.



Exposed yellow brick to the principal elevation of Battlecrease Hall, to the east of the Conservation Area.



The white stucco finish to Dunally House on Walton Lane is characteristic of the Conservation Area, as is the substantial brick wall which bounds the property to the east.



Hung clay tiles to a street-fronting elevation at the Red Lion, Russell Road.



2.5 Trees and Open Spaces

Central to Lower Halliford's special interest is its generous village green. The green is a broad, linear strip extending much of the length of the Conservation Area on the south side of Russell Road. The green is a simple open space, grassed and, today although not historically, bound by various bollards and knee-high fencing. The south side retains a historic brick boundary wall and a line of trees, forming a slight sense of enclosure to what is otherwise a very open area. The green is bisected by the gravelled driveway to Merlewood House and Walton Lane, serving to visually break up the sizable open space.

The character of the village green is picked up again at the western end of the Conservation Area with a narrow strip of green space also on the south side of Russell Road. It is likely that historically this area would have been contiguous with the green but the area between is now private gardens for the properties on the north side of the road. This open space is similarly grassed with a low, permeable boundary. On the north side of Russell Road, at the western end, is a further retained strip of common land, bisected with driveways and planted with small trees. All these common open spaces serve to demonstrate the historic rural character of the village and today provide a generous sense of openness.

Whilst the village green is not treed, there are many mature trees elsewhere in the Conservation Area. Along Russell Road there are several groupings of trees which are subject to Tree Preservation Orders as well as other smaller trees and shrubs which serve to soften the relatively hard appearance of Russell Road. The trees which bound the south-east end of the village green are also important as are those screening Merlewood House and the Old Manor House. The grounds of the latter are densely treed and provide a pleasant backdrop to views east across the green. Likewise, trees beyond the boundary of the Conservation Area are an important part of its setting, specifically those on the south bank of the River Thames and the dense woodland separating Lower Halliford from Shepperton village.



Lower Halliford village green with Russell Road to the right and Peacock House on Walton Lane in the distance.



Strip of open land at the western end of the Conservation Area and the mature woodland forming the immediate setting of the Conservation Area to the right.



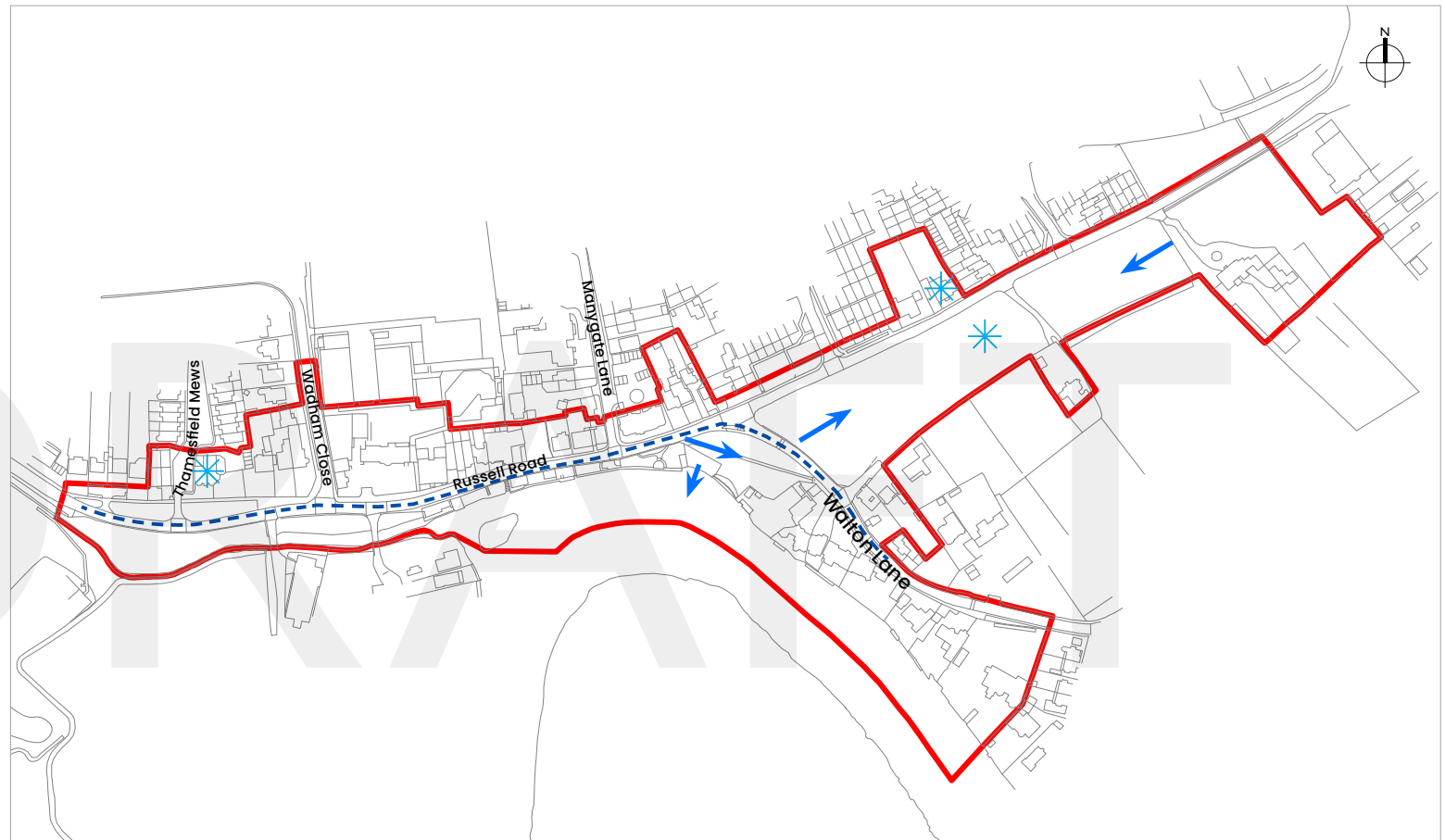
View south to the River Thames with its treed southern bank and the riverside gardens of the houses on Walton Lane.



2.6 Views

The village green is the most prominent landmark in the Conservation Area. Whilst not a building, this large open space has considerable visibility and is an important reminder of the former rural character of the village. Views across the village green are incidental rather than designed and are frequently kinetic. They allow an understanding of the relationship between the green and surrounding dwellings and with the River Thames. Other landmarks are Battlecrease Hall and Thamesfield House, which by their scale, position close to Russell Road and detached nature have greater prominence within the street scene. Both are demonstrative of the historic character of Russell Road, much of which is occupied by large villas in their own grounds.

In general, streetscape views of significance are along the western stretch of Russell Road and the northern part of Walton Lane which contain the majority of the historic buildings in the Conservation Area. Streetscape views further east and south are of less significance as the development here largely comprises modern development not in the Conservation Area.



VIEWS PLAN

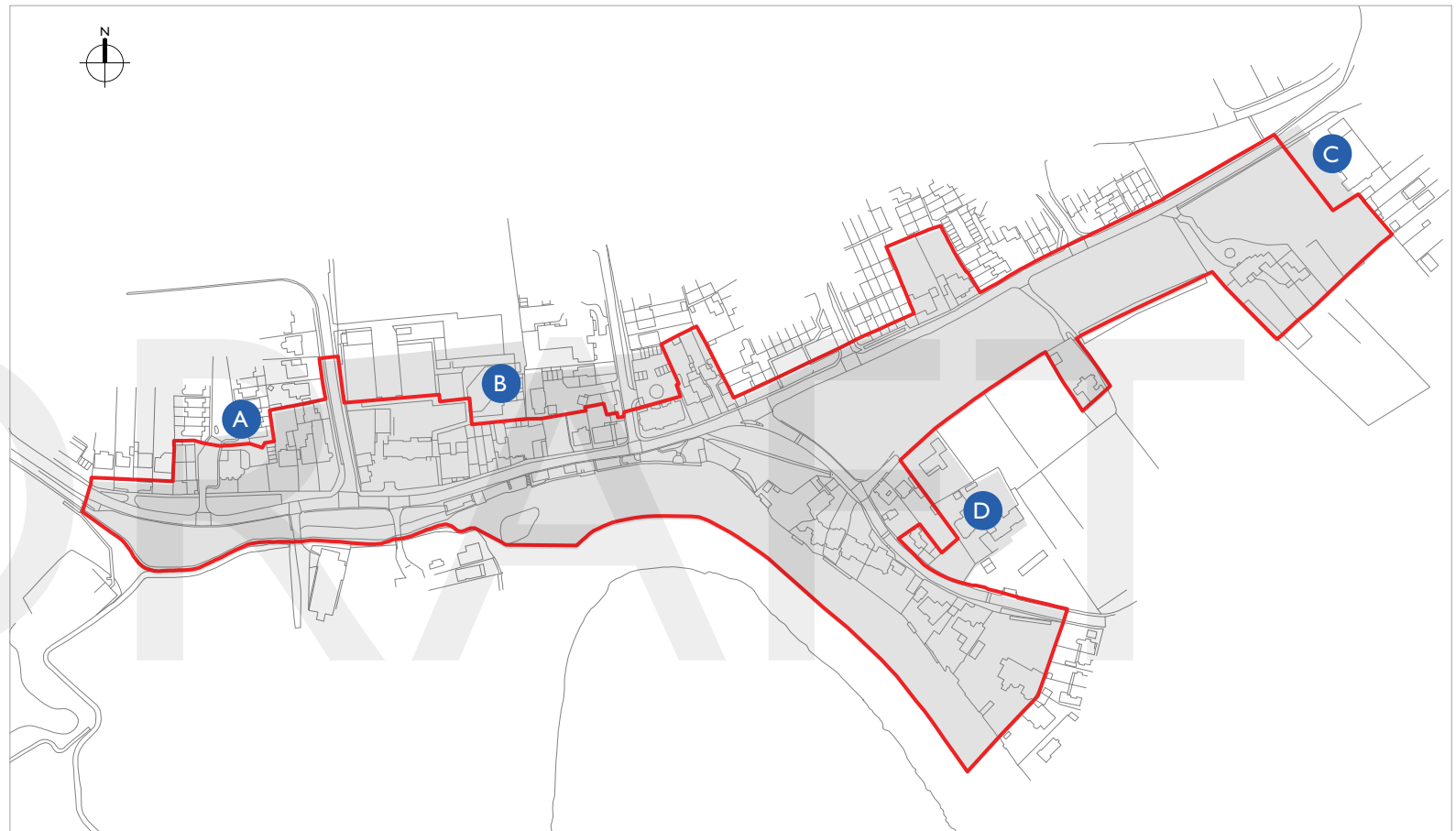
- 2024 Conservation Area Boundary
- ✱ Landmark
- - Streetscape Views
- ➔ Key Views

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3.1 Exclusions

- A Exclusion of 2 Thamesfield Court. The remainder of this modern residential development is outside the Conservation Area, removal of No.2 rationalises the boundary in this location.
- B Exclusion of modern development to rear of historic buildings and plots on the north side of Russell Road. These buildings and developments are modern backland infill and make no contribution to the historic character and appearance of the Conservation Area and are therefore excluded. This approach is consistent with that taken to the rest of the Conservation Area boundary.
- C Rationalisation of the boundary to east. The new alignment follows the plot boundary of the Old Manor House, excluding the car garage forecourt formerly included.
- D Modern dwellings south of the village green. These dwellings make no contribution to the character and appearance of the Conservation Area and are therefore excluded.



BOUNDARY REVIEW

- 2024 Conservation Area Boundary
- Previous Conservation Area Boundary

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- **Traffic and pavements:** Russell Road is very busy with vehicular traffic, the presence of which detracts from the character and appearance of the Conservation Area. Noise is a particular problem but the traffic also presents challenges for pedestrians crossing Russell Road. There are opportunities to reduce the speed of traffic and introduce crossing points to increase the enjoyment of the Conservation Area. The pavements in some areas, particularly the south side of Russell Road west of the village green are very narrow making them unpleasant, if not unsafe, for pedestrians. There are opportunities to improve the quality of the public realm enhancing the experience of the Conservation Area
- **Village green edges:** The village green and strip of green at the western end of the Conservation Area are edged with various bollards, railings and fencing. Whilst some form of edging may be required it would be beneficial for the appearance to be consistent and the design to be in keeping with the historic character of the Conservation Area. Of the current types, the timber knee rails are the most sensitive.
- **Condition of brick walls:** The brick boundary walls along the north side of Russell Road are suffering from decay due to the use of inappropriate cement mortars and frequent wetting from fast-moving vehicular traffic. Repair using appropriate lime-based mortars, reducing water pooling on Russell Road and reducing traffic speeds will assist in improving the visual appearance of the Conservation Area and preventing future issues reoccurring.
- **Inappropriate boundary treatments:** There are instances where historic brick boundary treatments have been replaced with timber or other inappropriate materials. Likewise, some modern boundary treatments are in materials other than brick. Brick boundaries are a key feature of the Conservation Area with other types detracting from its special interest. There are opportunities to enhance the Conservation Area through introduction of appropriate brick boundary treatments where these don't currently exist.
- **Overgrown vegetation:** Vine Cottage on Russell Road has extensive vegetation growth which is beginning to impact not only the visual contribution the building makes to the Conservation Area but also the integrity of its historic fabric. Excessive growth can the structural integrity of a building, particularly affect elements like roof coverings and drainage goods. It is important to maintain planting to buildings to avoid such issues.
- **Replacement of traditional windows with uPVC units:** The majority of buildings retain their traditional timber windows, however there are some localised instances of inappropriate replacement with plastic units. These are to Vine Cottage and Merlewood House. Modern units are typically positioned flush with a building's external elevation and consequently reduce the character depth of historic facades created by older windows set back within the reveal. uPVC units typically also have thick frames and false glazing bars which are intended to copy traditional styles but are in reality misproportioned. With traditionally constructed buildings, there is also potential for uPVC windows to worsen issues concerning damp and moisture build up internally.
- **Street lights, telecommunication poles and wires:** Prominent poles with radiating wires and tall modern street lights are positioned at intervals throughout the Conservation Area, including on adjacent to Halliford House and at the western end of the village green. Visually, these compete with the historic character of the streetscapes. There are opportunities for relocation below ground (in the case of the telecoms) and replacement with more historically appropriate versions (in the case of the street lights) to enhance the Conservation Area.



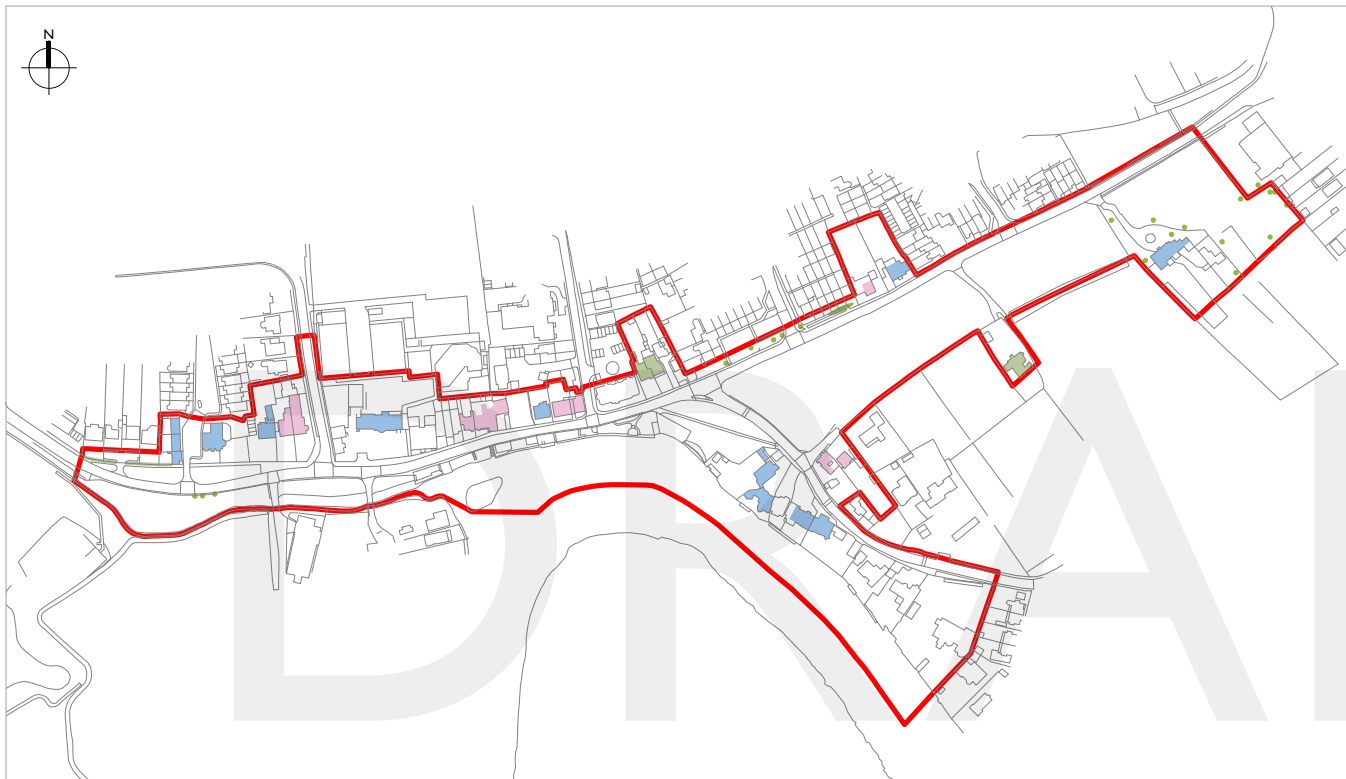
Modern bollards edging the village green detract from the historic character of the Conservation Area.



Examples of the prominent modern telegraph poles and street lights, these are in front of Peacock House and Halliford House on Walton Lane.



Many of the important brick boundary walls along the north side of Russell Road are in a deteriorating condition and in need of appropriate repair.



HERITAGE ASSETS AND MANAGEMENT OPPORTUNITIES

- 2024 Conservation Area Boundary
- Listed Building
- Locally Listed Building

- Positive Contributor
- Tree Preservation Order
- Opportunity for Enhancement

This plan is not to scale

5.1 Conservation Area Designation - Control Measures

In order to protect and enhance the Conservation Area, any changes that take place must conserve its character and special interest. Statutory control measures are intended to prevent development that may have an individually or cumulatively negative effect. Control measures within include:

- Planning permission will usually be required to totally or substantially demolish buildings or structure (including walls, gate piers and chimneys). This will also need a heritage statement (sometimes called a heritage impact assessment) as part of the application.
- The extent to which permitted development (i.e. changes that are allowed without requiring consent from the local authority) may be restricted. For example, replacement windows, different elevational finishes or the installation of satellite dishes.
- Trees with a diameter of 75mm or greater, measured as 1.5m above the soil level are protected. Any work proposed to these trees require permission from the local authority by means of a planning application. This allows the authority to determine whether a tree preservation order (TPO) is necessary.
- Advertisements and other commercial signage may be subject to additional controls and/or require planning permission.



5.2 Conservation Aims and Best Practice

There is no generally accepted detailed definition of 'best practice' in conservation: it is a term used to describe the management of change (including repair) so that the integrity and character of a historic site is not eroded or compromised. It is not the intention of conservation best practice to prevent change from happening: alterations can still be carried out but should be subject to additional scrutiny to ensure that the special interest of the Conservation Area is protected.

It is the purpose of this Appraisal to provide guidance that will help achieve these aims. Overall, any change in the Lower Halliford Conservation Area should seek to:

- Preserve its historical features;
- Enhance, where possible, its special interest;
- Positively contribute to its established character; and
- Be high quality.

5.3 Positive Contributors and Opportunities for Enhancement

A positive contributor is a building, structure or feature which beneficially adds to the overall character of its local area. This is true of most buildings within a conservation area. The extent to which a building will positively contribute will largely depend on the integrity of its historic form and is not restricted to its principal elevation. For example, roofscapes and side/rear elevations all make a positive contribution. Modern buildings can also make a positive contribution where they have been sensitively designed to suit their setting. A list of positive contributors in the Lower Halliford Conservation Area is included in Appendix A; these are also identified on the heritage assets plan on the previous page.

Criteria for identifying positive contributors include:

- Group value;
- Associations with notable architects or other historical figures;
- Position and presence within the streetscape;
- Use of characteristic materials, architectural motifs or detailing;
- Physical or historical relationship with neighbouring buildings; and
- Historical use.

Beyond general conservation best practices, there are limited opportunities for additional enhancement within the Conservation Area. There is scope for enhancing the public realm of the Conservation Area including pavements and the edging to the village green. There are also individual improvements to dwellings including restoring timber sash windows, reinstating appropriate brick boundary treatments and undertaking repairs to decaying brick boundaries.

5.4 Repairs and Replacement

5.4.1 'Like-For-Like'

A term that is frequently used in conservation is 'like-for-like' replacement or repair. This is frequently – and mistakenly – taken to mean that a modern alternative that generally echoes the style of the element removed is acceptable. However, this is not accurate or acceptable. Like-for-like should always be interpreted as an alternative that matches the historic element removed in terms of its material, dimensions, method of construction, finish, means of installation and any other feature specific to the original element, such that the modern replacement is hardly discernible from the original (accepting that its condition will be greatly improved where the original has failed beyond repair).

For example, modern uPVC windows in imitation of Georgian or Victorian-style sash windows but with false glazing bars and a top-hung casement opening mechanism do not constitute a like-for-like replacement for traditional timber-framed Victorian sliding sash windows, although they may appear stylistically similar.

5.4.2 Repairs and Replacement

Repairs and replacement are inevitable with any building or site, regardless of age; however, within a conservation area, it is especially important that this is carried out sensitively to protect the historic fabric of its buildings and respect the character of the wider area. Key points to remember when looking to carry out repair work or install replacement features are:

A method of repair that was suitable for one building may not be suitable for another. Repair and replacement should always be considered on a case-by-case basis.

- Repairs using appropriate materials and techniques are always preferable over wholesale replacement.
- Where a historic feature has degraded beyond repair, replacement should be carried out on a like-for-like basis.
- Where seeking to improve failing modern features, a traditionally-designed alternative using appropriate materials is preferable. For example, the replacement of uPVC gutters and downpipes with lead, cast iron or coated aluminium alternatives that better reflect the traditional character of the Conservation Area.
- Cement-based mortars and/or ribbon pointing are harmful to historic brickwork and masonry. Repairs to any pointing should be carried out in a lime mortar after any cementitious mortar has been raked out. This will ensure the longevity of the historic built fabric.



- Due consideration should be given to the sustainability of the repair or replacement, i.e. what is its lifespan? What maintenance will be required to prolong this?
- Reversibility is an important consideration as better alternative may become available in the future.
- Historic external detailing should be retained or, where damaged beyond repair, replaced on a like-for-like basis. This includes (but is not limited to): the texture and colour of render; size and colour of bricks used, and the bond in which they are laid; stone dressings; and chimneystacks.
- The reinstatement of historic features that have been lost is favourable. For example, re-exposing brickwork that had been rendered or painted over.

The repair and replacement of windows can have a notable effect on the character and special interest of the conservation area, both positively and negatively. The aim should always be to retain historic windows wherever they survive, carrying out refurbishment work where needed to make sure they remain usable. Timber frames are preferable over uPVC for a number of reasons, mainly their comparative slimness and breathable quality which has a positive knock-on effect on the overall condition of the historic building.

5.5 Maintenance

Maintenance differs from repair in that it is a pre-planned, regular activity intended to reduce instances where remedial or unforeseen work is needed. The higher the levels of maintenance, the less need to carry out repairs. Regular maintenance activity should include annual gutter clearing, seasonal vegetation control and repainting external joinery with an oil-based paint. This is not an exhaustive list and each historic building will have its own specific needs. Larger historic buildings and those which are listed may benefit from occasional condition surveys (usually around every five years) to highlight their individual maintenance and repair needs.

The maintenance requirement of a building will depend on its age, materials and susceptibility to wear. Historic England, the Society for the Protection of Ancient Buildings (SPAB) and other heritage bodies publish specialist guidance on the suitable maintenance and repair methods for different historic buildings.

5.6 Trees

Trees are afforded extra protection within the Conservation Area and there are several tree preservation orders already in place. Any tree surgery work should be carried out only once the relevant permission has been sought.

The management of the planted elements within the conservation area is beneficial to its overall appearance and potentially also to the condition of the buildings where root damage may pose a threat.

5.7 Public Realm

Public realm features, including bins, bollards, seating and planters, etc. often become outdated in their appearance. This can be due to heavy wear, antisocial behaviour or as a result of poor design and short-lived trends. Successful public realm schemes are contextual, using high-quality materials that echo the character of the wider area. Any additions or amendments to the public realm will also need to take account of highways and other relevant regulations.

5.8 Modern and New Development

It is not the intention of conservation area designation to prevent new development or entirely exclude existing modern development where this is woven into a surrounding historic space. Instead, it puts in place a process whereby any proposals are more thoroughly studied to ensure that the special interest of the conservation area is protected and opportunities to improve its character are identified.

New development can range from entire new buildings to the introduction of new features, however small, on existing buildings. New development within the setting of the conservation area should also be carefully managed as it has the potential to detract from its character and special interest. The potential for substantial new development inside the conservation area boundary is generally limited to the replacement or alteration of those buildings, generally from the mid-late 20th century, which do not positively contribute to its character. Any proposals will need to be considered on a case-by-case basis and take account of:

- The significance of any existing building affected;
- The impact on the setting of neighbouring listed buildings and/or positive contributors;
- How local features and materials can be incorporated into the new design;
- Whether or not any historical plot boundaries survive or could be recoverable;
- The impact of the overall scale, massing and design on the wider streetscape;
- The loss of any important rear/side elevations or views of these;
- Characteristic boundary treatments and planting;
- The potential for below-ground or built archaeology; and
- Any other heritage or conservation constraints identified.



The addition of new features on existing buildings can be detrimental to the individual buildings as well as the overall character of their wider setting if unmanaged. Specifically:

- Television aerials and satellite dishes should not be fixed to principal or highly visible elevations, or chimneystacks.
- Features such as external lighting and security cameras should be as discreet as possible.
- Solar panels should be restricted to rear or secondary elevations, especially where a building forms one of a group.
- Internal alterations can have an external impact; for example, staircases cutting across windows or the removal of chimneybreasts necessitating the removal of the associated chimneystack.

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'Shepperton: The hundred of Spelthorne (continued)'; in *A History of the County of Middlesex: Volume 3, Shepperton, Staines, Stanwell, Sunbury, Teddington, Heston and Isleworth, Twickenham, Cowley, Cranford, West Drayton, Greenford, Hanwell, Harefield and Harlington*, ed. Susan Reynolds (London, 1962), pp. 1-12. British History Online <http://www.british-history.ac.uk/vch/middx/vol3/pp1-12>

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Society for the Protection of Ancient Buildings, <https://www.spab.org.uk/advice>

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Address	Heritage Status	Additional Assessment
Thamesfield Close and wall attached, Thamesfield Cottage and Thamesfield Court, Russell Road	Grade II listed	List Entry Number: 1029673
Thamesfield House Flats, Russell Road	Grade II listed	List Entry Number: 1180281
Gate piers and entrance wall to Thamesfield House, Russell Road	Grade II listed	List Entry Number: 1029674
Clonskeagh, Russell Road	Grade II listed	List Entry Number: 1180306
Halliford School, Russell Road	Grade II listed	List Entry Number: 1029675
Riverbend House, Russell Road	Grade II listed	List Entry Number: 1377687
Elmbank House and Peacock House, Walton Lane	Grade II listed	List Entry Number: 1294813
Dunally House and Dunally Lodge, Walton Lane	Grade II listed	List Entry Number: 1029645
Walls and gate piers to Dunally Lodge, Walton Lane	Grade II listed	List Entry Number: 1377686
Battlecrease Hall, Russell Road	Grade II listed	List Entry Number: 1294979
Entrance wall and railings at Battlecrease Hall, Russell Road	Grade II listed	List Entry Number: 1029676
The Old Manor House, 1, 2 and 3, Russell Road	Grade II listed	List Entry Number: 1188038

Address	Heritage Status	Additional Assessment
Willow House, Russell Road	Locally Listed Building	LL/102, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Willow Bank, Russell Road	Locally Listed Building	LL/103, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Thames Cottage, Russell Road	Locally Listed Building	LL/104, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
The Red Lion Public House, Russell Road	Locally Listed Building	LL/105, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
1-4 Dial House, Russell Road	Locally Listed Building	LL/106, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Vine Cottage, Russell Road	Locally Listed Building	LL/107, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Dunally Cottage and Poet's Cottage, Walton Lane	Locally Listed Building	LL/156, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)



Address	Heritage Status	Additional Assessment
Elmbank Cottage, Walton Lane	Locally Listed Building	LL/157, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
The Cottage and The Browns, Russell Road	Positive contributor	Pair of cottages, likely early to mid-19th century, which although altered, are of historic interest and contribute to the historic appearance of the conservation area
Merlewood House, Russell Road	Positive contributor	Although altered this substantial dwelling and plot have historic interest for being one of few built plots on the south side of the village green and form a visual focal point and backdrop from this important green space

Additionally, the historic brick boundary walls along Russell Road are considered to make a positive contribution to the conservation area.

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LOWER SUNBURY
CONSERVATION AREA APPRAISAL
APRIL 2024 (DRAFT)

- Pending:
- Full coverage of OS basemapping
 - Remove draft stamp
 - Add revised boundary to historic maps



LOWER SUNBURY: CONSERVATION AREA APPRAISAL

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1.1 Introduction

The Lower Sunbury Conservation Area was originally designated in 1969, with revisions made to its boundary in 1992. This Conservation Area Appraisal has been prepared in April 2024 and is intended as Supplementary Planning Guidance. It follows advice given by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management' published 8 February 2019.

This Conservation Area Appraisal seeks to analyse the special architectural and historic interest of the Lower Sunbury Conservation Area. It also identifies opportunities for beneficial change and the need for additional protection. The Appraisal also reviews the boundary and provides justification for a series of recommended alterations.

The review of the Lower Sunbury Conservation Area and the production of the Conservation Area Appraisal are part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area. It will also enable sustainable decisions to be taken about its future management.

1.2 Planning Policy Context

Section 69 1(a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a Conservation Area is an 'area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. It goes on to state that the duty of Local Planning Authorities is 'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'.

Section 72 of the 1990 Act further states that, 'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area' (in the exercise of the Local Planning Authority's planning

function). In order to carry out this duty the character of the Conservation Area needs to be clearly defined and understood (i.e. a character appraisal).

This appraisal complies with government guidance on the management of the historic environment through the National Planning Policy Framework (NPPF) as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpins the planning system.

Further details of the conservation of heritage assets are set out in the NPPF at Chapter 16, Conserving and enhancing the Historic Environment. Para 195 states that '[Heritage assets] are an irreplaceable resource and should be conserved in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of existing and future generations'.

Para 198 states that 'Local Planning Authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area...' The Lower Sunbury Conservation Area Appraisal follows the latest guidance provided by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management (second edition)' published 8 February 2019.

Local planning policy is currently managed under the 2009 Development Plan, which will soon be superseded by the policies set out in the Emerging Local Plan 2022-2037.

1.3 Summary of Key Elements

The key themes and features which define the character of the Lower Sunbury Conservation Area are:

- Its origins as a rural medieval settlement with a long history of occupation.

- Its historic configuration, with two separate 'cores' of dense development around the church and at the centre of Thames Street. This reflects the growth of the settlement over time.
- The survival of Sunbury Park and associated features, which represents the location of the former medieval manor house and the subsequent evolution of the site in the 18th and 19th centuries. Surviving features include historic boundary walls, an 18th-century walled garden and a sunken wall or 'ha-ha'.
- The survival of many substantial 18th-century Neo-Classical dwellings, which illustrate the historic evolution of Lower Sunbury during the Georgian period.
- The high concentration of Victorian dwellings, both higher-status and humble, which evidence the continued evolution of the village and illustrate contemporary architectural tastes.
- The prominence of St Mary's Church with its distinctive brick facades.
- The prevalence of mature planting and open green space, particularly Sunbury Park, St Mary's Churchyard, Flower Pot Green, Rivermead Island and the generous verge on the south side of Lower Hampton Road.
- The porous nature of the public realm around Orchard Meadow, which grants easy access to Sunbury Park and facilitates important views of surrounding heritage assets.
- The relationship to the River Thames, which was historically vital to the local economy and influenced the development of many riverside villas during the 18th and 19th centuries. This relationship is legible today in the remaining cut-throughs between Thames Street and the river, Church Wharf, the 19th-century coal and wine tax post off Thames Street and the survival of many historic riverside dwellings.

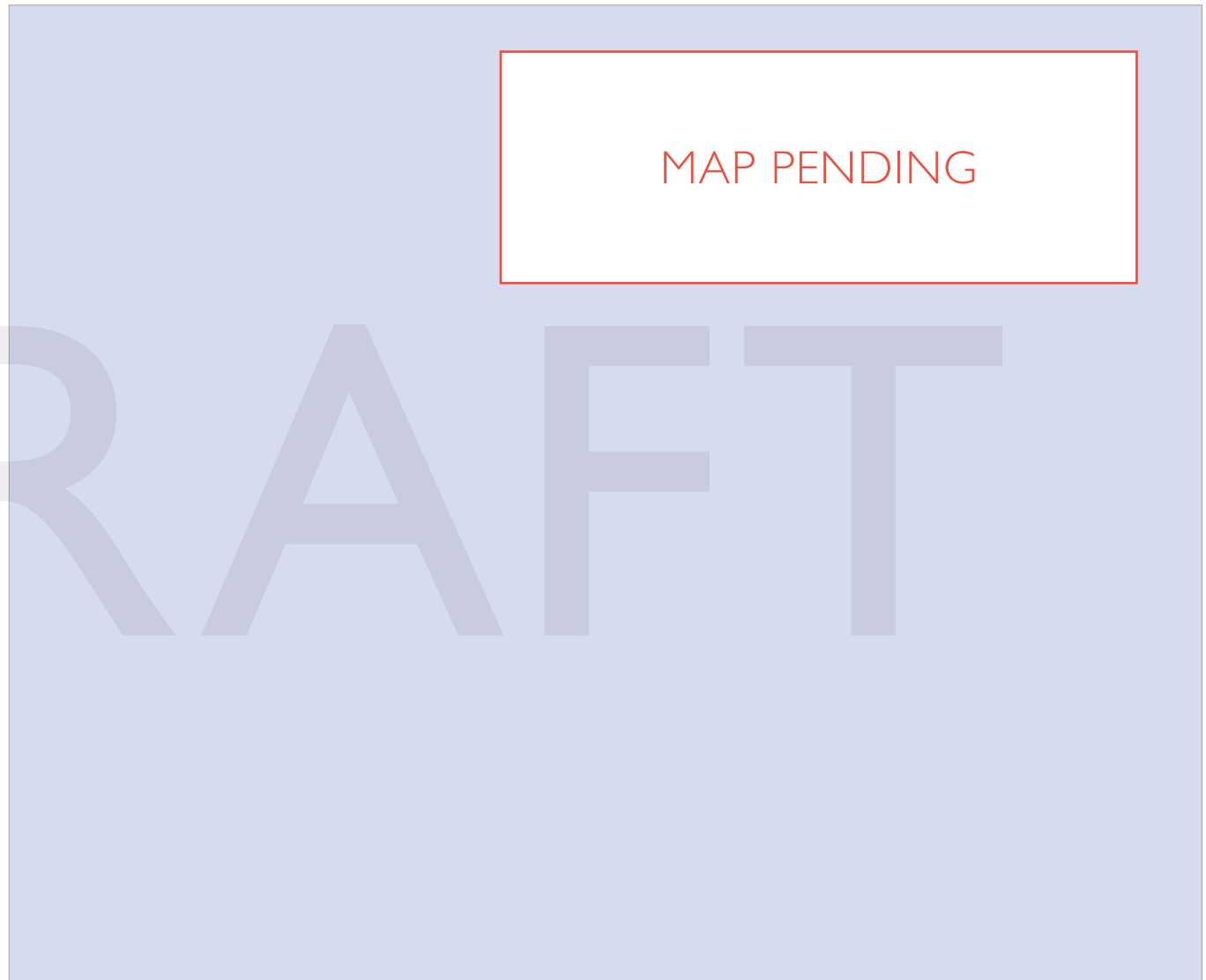


2.1 Location and Setting

The Lower Sunbury Conservation Area encompasses the historic core of Lower Sunbury village, which is situated on the north bank of the River Thames. The village is bounded to the north by residential development associated with Sunbury Common, which grew up around the railway station in the second half of the 19th century.

The M3 motorway cuts across Sunbury Common, and can be accessed via Green Street which leads to Sunbury Cross Roundabout, just under 1 mile north of the Conservation Area. To the east and south-west of the Conservation Area lie the riverside settlements of Hampton and Lower Halliford respectively. The River Thames forms the southern boundary of the village.

Principal access routes are via Green Street from the north, Lower Hampton Road from the east, and Fordbridge Road from the west.



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2.2 Origins and Historic Development

2.2.1 Timeline

Early History

The first documented reference to a settlement at Lower Sunbury is from 962 AD. There is evidence of prehistoric activity in the immediate area, including the below-ground survival of a bowl barrow near the playing fields off Green Street, to the north of the Conservation Area.⁰¹

Lower Sunbury in the Medieval and Early Modern Eras.

The medieval core of the village was located around the triangular segment of land formed by the confluence of Green Street, Thames Street and Church Street, in the west of the Conservation Area. The medieval manor house likely stood in Sunbury Park, and a Tudor manor house was recorded here in 1663. The manor of Sunbury extended only to the approximate line of The Avenue; the land further east was held by Kempton manor.

A church was recorded in 1156 (location unknown) and records suggest that a 14th-century church stood on the present site of St Mary's Church until the mid-18th century. From early times, the River Thames supported the local economy, carrying agricultural produce eastwards to London.

⁰¹ <https://historicengland.org.uk/listing/the-list/list-entry/1018276?section=official-list-entry>

Early 18th Century.

At the end of the 17th century and into the early 18th century, Lower Sunbury started to expand beyond the historic core with the addition of large, high-status houses. The Lord of Kempton Manor built 'a fair house' at Sunbury in 1697. Some early 18th-century dwellings, such as Hawke House on Green Street and Ivy House on French Street, were built inland. Others, such as Orchard House and Sunbury Nursing Lodge on Thames Street, were riverside residences designed to take advantage of the open aspect across the Thames.

It was in the early 18th century that development on the south side of Thames Street began to turn inwards away from the river, blocking views of the Thames from the public highway. Examples include 10, 16, 18 and 20 Thames Street. The establishment of several inns (an inn on the site of the Magpie was mentioned in 1729, The Flowerpot was mentioned in 1730) demonstrate that Lower Sunbury was a busy settlement experiencing a constant flow of travellers.

Mid-Late 18th Century.

During the mid- to late 18th century, Lower Sunbury continued to attract wealthy London merchants who built substantial houses to the east of the historic core. Many were riverside dwellings, including Darby House (mid-18th century) and Riverbank (late 18th century). Others, such as Clyde House and Ellesmere on French Street, were built further inland. In 1752, St Mary's Church was built to replace a medieval church on the same site.

19th Century.

In 1813, a commentator noted a 'long range of fine domestic structures' facing the river, adding that 'other ornamental dwellings of this splendid village' lay further inland.⁰² The character of the village had clearly evolved dramatically from its origins as a small medieval hamlet around the church and manor house. This trend continued in the 19th century, with more substantial dwellings built (Contact House and Willow Bank overlooking the river) and many earlier properties were adapted or refaced.

Several smaller terraces were built on former open land in the historic core of the village and to the east of Sunbury Park. The status of Lower Sunbury as a fashionable retreat was demonstrated by the opening of new Assembly Rooms on Thames Street in the 1890s (now the Riverside Arts Centre). The coming of the railway in 1864 quickly encouraged the development of a new settlement to the north of the old village; this came to be referred to as Upper Sunbury. The original village then became known as Lower Sunbury, or Sunbury-on-Thames.

20th Century.

The evolution of Lower Sunbury during the 20th century was characterised by residential development which continued to expand the village to the east along the riverfront. Early in the century, a new housing estate was laid out around Darby Crescent, between Darby House and French Street. The distinctive crescent-shaped development at Dax Court was built between 1934 and 1957. Since the 1960s, continued residential development has expanded the village in all directions.

⁰² 'Sunbury: Introduction', in A History of the County of Middlesex: Volume 3, British History Online.



2.2.2 Illustrated History

John Rocque's map of Middlesex from 1754 shows the principal roads around which the historic structures in Lower Sunbury are arranged. The distinctive triangular segment of land formed by the intersection of Green Street, Church Street and Thames Street represents the medieval core of the village, which grew up around the church and manor house.

There have been several iterations of the manor house over the centuries; the large crescent-shaped dwelling pictured in Rocque's map having been designed in 1712. This house was of a very high-status, designed in the latest Palladian fashion and illustrated in the second volume of Colen Campbell's *Vitruvius Britannicus*. Rocque shows the house surrounded by formal landscaped grounds with avenues and gardens.

St Mary's Church had been rebuilt by this time, a replacement for the medieval church having been commissioned around 1750.

The map illustrates how the village had gradually expanded eastwards along Thames Street, with dwellings built along the riverside from the later 17th century. It also shows that Green Street historically terminated at the junction with Manor Road, and did not lead northwards up to Sunbury Common as it does today.



Lower Sunbury as shown in John Rocque's map of 1754.

Development on the north and south side of Thames Street, which gradually expanded the village to the east

SECTION 2.0: ASSESSING SPECIAL INTEREST



The 1869 Ordnance Survey illustrates how Sunbury had developed over the course of the 18th and early 19th centuries. The construction of substantial houses, built mostly by wealthy London merchants, had expanded the village eastwards along the riverside, between the manors of Sunbury and Kempton. Clusters of domestic, civic, religious and commercial buildings (including an independent chapel, police station, public houses and various shops) had created a secondary core to the east of the original nucleus.

Sunbury Park House, built around 1850 to replace the former Palladian villa of 1712, is shown on this map. The grounds of the house occupy the present proportions of Sunbury Park and are shown to have a parkland character with scattered tree planting and tracks or carriage ways leading from the northern boundary of the park down towards the house. The early 18th-century walled garden, affiliated with the earlier Palladian villa, is shown to the north-east of the house.

The 'Old Rope Walk' to the south-east of Sunbury Park, evidence of Sunbury's historic industry, had apparently ceased functioning since it was constructed circa 1800. The alignment of the Rope Walk is preserved to the north of the Conservation Area boundary as a footpath through recent residential development.



St Mary's Church

18th/19th century commercial and residential core

Lower Sunbury as shown in the 1869 Ordnance Survey.

Sunbury Park House - built 1850, demolished by 1959

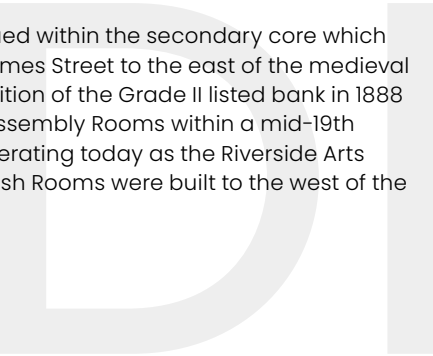
SECTION 2.0: ASSESSING SPECIAL INTEREST



Whilst the 18th and early 19th centuries were characterised by the construction of grand houses across the village, the later 19th century saw many smaller dwellings built. Between 1869 and 1894, new terraces were constructed within the triangular segment of land in the historic core, further north on Green Street, south of the Rope Walk on the present-day Avenue Parade and along The Butts.

The laying out of The Avenue, just east of the former boundary between Sunbury and Kempton manors, prefigured the expansion of the village to the north in the early 20th century.

Development continued within the secondary core which had grown up on Thames Street to the east of the medieval nucleus, with the addition of the Grade II listed bank in 1888 and the opening of Assembly Rooms within a mid-19th century structure (operating today as the Riverside Arts Centre). St Mary's Parish Rooms were built to the west of the church in 1892.



— 2024 Conservation Area Boundary (approximate)
● New terraced housing since 1869

This plan is not to scale

The Avenue - laid out since 1869

Bank (1888) and Assembly Rooms (converted from a former commercial structure in 1893).



Lower Sunbury as shown in the 1894 Ordnance Survey.

St Mary's Parish Rooms, built 1892

SECTION 2.0: ASSESSING SPECIAL INTEREST



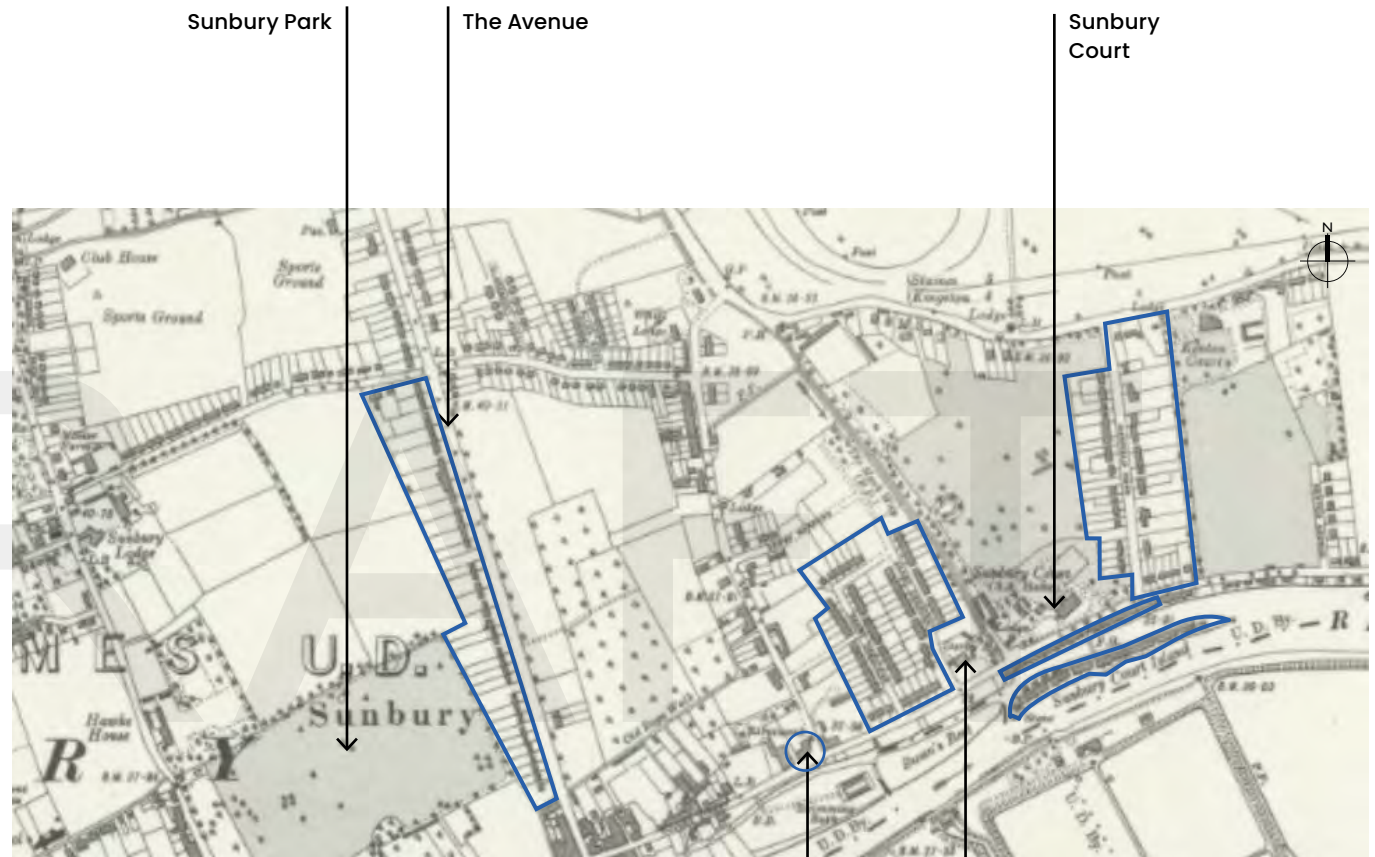
Comparison of the Ordnance Surveys from 1894 and 1934 show little change within the centre of the village. Development since 1894 had been concentrated in the setting of the Conservation Area, with former open land eroded by ribbon development along The Avenue, just east of Sunbury Park, and a new estate between French Street and Darby House. Sunbury Court Island, due south of Sunbury Court, had also been developed, and a new residential road had been laid out on the eastern boundary of Sunbury Court.

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- 2024 Conservation Area Boundary (approximate)
- New development since 1894

This plan is not to scale



Lower Sunbury (western part) as shown in the 1934 Ordnance Survey.

New development on corner of French Street

Darby House

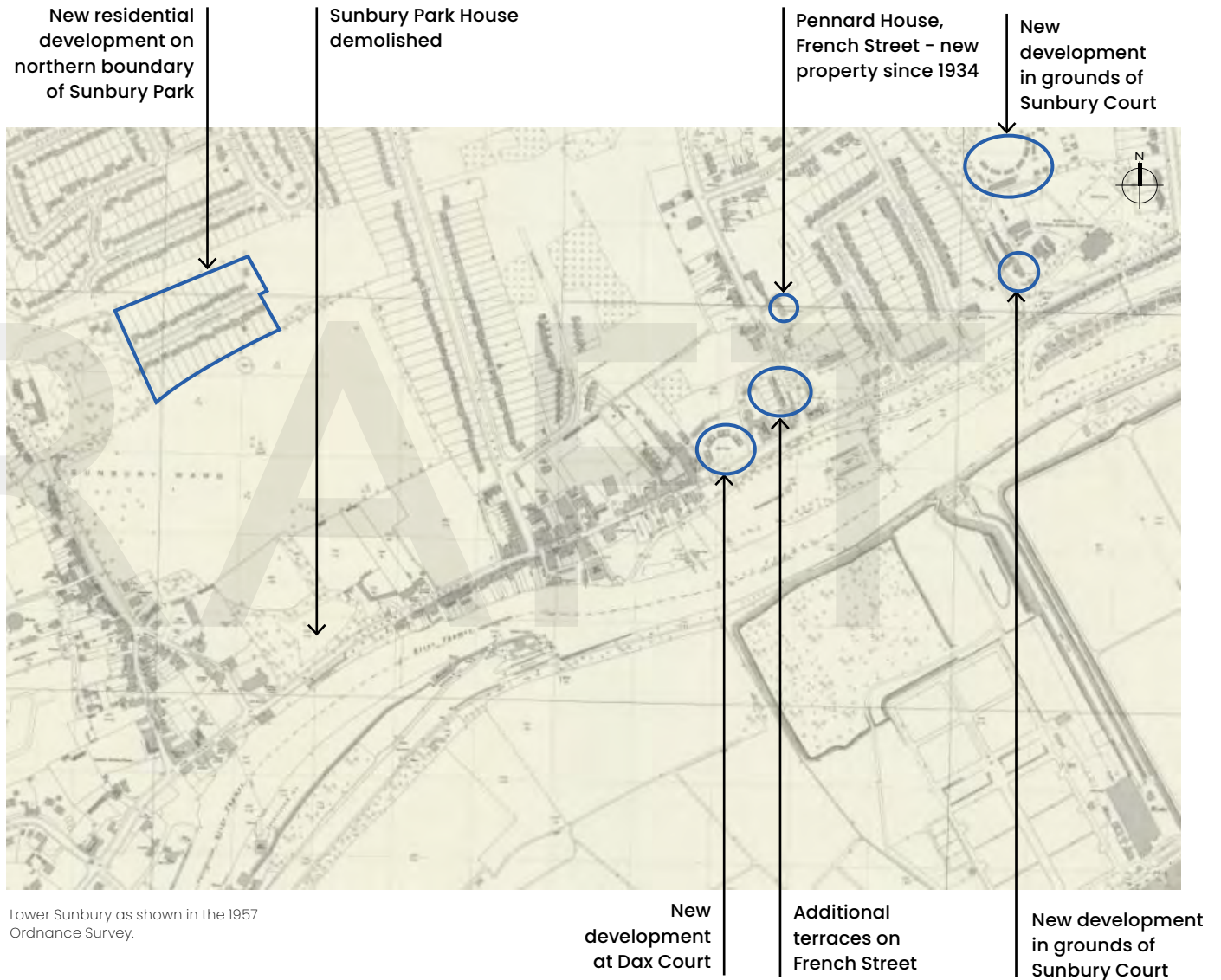
SECTION 2.0: ASSESSING SPECIAL INTEREST



Development within the Conservation Area between 1934 and 1957 included the construction of the distinctive crescent-shaped development known as Dax Court on Thames Street and the building of additional residences on French Street (including Pennard House and numbers 203-211 French Street). Sunbury Park House had been demolished after a long period of neglect.

New development on the northern boundary of Sunbury Park had further reduced the open space separating the historic core of Sunbury from the 19th and 20th-century development around the railway station to the north. Sunbury Court, at the far west of the Conservation Area, was in use by the Salvation Army and the grounds had been extensively developed.

Since the 1960s there has been much new development within and immediately adjacent to centre of Lower Sunbury. This includes substantial residential infill between Thames Street and the Rope Walk, on the north side of Thames Street and on the west side of Green Street.





2.3 Archaeological Potential

The archaeological landscape of Surrey is documented and protected under the remit of Surrey County Council, who recognise two levels of heritage asset designation in addition to statutory protection (scheduled monuments):

County Sites of Archaeological Importance (CSAI) – sites where there is a proven archaeological presence and where that archaeology is known to be of a standard and quality to require a definite presumption in favour of preservation in-situ.

Areas of High Archaeological Potential (AHAP) – defined zones which have been examined by the County Archaeologist and determined to likely contain good evidence for the existence of archaeological remains. The determination is largely based upon information in the County HER, as well as information on previous finds, past investigations, historic maps, aerial photograph, and thematic surveys.

The south-western portion of the Lower Sunbury Conservation Area almost entirely encompasses the AHAP recognising its post-medieval buildings and medieval activity. This area is recognised for its very high significance. There are no scheduled monuments in the Conservation Area.

2.4 Built Form and Architecture

Most of the historic structures in the Conservation Area date from the 18th and 19th centuries. St Mary's Church (built on the site of its medieval predecessor) and Sunbury Park (where the former manor house once stood) identify the nucleus of the medieval village. The linear shape of the Conservation Area boundary reflects the expansion of Lower Sunbury eastwards along Thames Street during the 18th and 19th centuries, away from the original core around the intersection of Thames Street, Church Street and Green Street.

This 18th-century expansion is evidenced through the survival of many substantial Georgian villas, which are a characteristic feature of the Conservation Area. These grand residences predominate along the riverside and French Street but can be found throughout the village. The strong Georgian character established by these houses is echoed in the many simple polite dwellings throughout the Conservation Area, which utilise a restrained Neo-Classical style.

19th-century development is also well-represented in both historically high-status dwellings and smaller houses and cottages. Together these structures illustrate Victorian tastes for Gothic-style architecture and features associated with vernacular buildings, including large street-facing gables and richly coloured materials.



Monksbridge, a Grade II listed Neo-Classical house on Thames Street.



The steeply pitched roof and large street-facing gable end to No. 6 Green Street is typical of later 19th-century domestic architecture.



Historic commercial structures and public houses are concentrated around the centre of Thames Street and on Green Street, to the north of the historic core. Civic buildings are limited, and the late 19th-century bank on Thames Street and St Mary's Parish Rooms at the bottom of Green Street are important survivals which diversify the streetscape.



St Mary's Parish Rooms, built on Green Street in 1892, make an important contribution to the street scene. In its use of false timber framing, rich red brick and oversized chimneys, the building illustrates the late 19th-century fashion taste for architectural features associated with the vernacular tradition.

St Mary's Church, to the west of the Conservation Area, is highly visible throughout Lower Sunbury due to its prominent bell tower. In its materiality, the church responds to the abundance of exposed brick found in buildings and boundary treatments across the village. Its bold Romanesque proportions, however, draw a striking visual contrast with the Neo-Classical, Gothic, and vernacular-inspired architecture which generally characterises the Conservation Area.



The Romanesque-inspired interior of St Mary's Church.

The roofscape in the Conservation Area is varied, with a mixture of single and double pitched, hipped, and parapet roofs throughout. Roof coverings are a combination of clay tiles and slate.

Many of the older buildings in the Conservation Area retain historic timber sash windows, although a considerable amount of inappropriate uPVC replacement is evident. Such replacements are conspicuous by their disproportionately thick frames and false glazing bars. Doors to historic buildings visible from the public highway generally have a traditional appearance.

Gutters and downpipes are generally discreet and appropriately positioned across the Conservation Area. In some cases, historic cast-iron rainwater goods have been retained, however there is evidence of widespread modern replacement and supplementation using uPVC.

Further detail on the built form and architecture of the Conservation Area can be found in Section 3.0: Character Areas.



2.5 Trees and Open Spaces

The prominence and diversity of the green open space within Lower Sunbury is a key feature of the Conservation Area. These open spaces contribute historical, aesthetic and communal interest; illustrating the evolution of the Conservation Area over time, reflecting the historic rural character of the village, softening streetscapes and enhancing the public realm.

Sunbury Park

Sunbury Park, which includes an 18th-century walled garden and the area of land fronting Thames Street known as Orchard Meadow, forms a large proportion of the Conservation Area. It stretches approximately 380 metres northwards from the riverside at Thames Street and measures approximately 450 metres across, from Green Street in the west to The Avenue in the east.

The park represents the grounds of the mid-19th century Sunbury Park House, which was demolished in the mid-20th century. It served various residences before the construction of Sunbury Park House, including a manor house which was first recorded on the site in 1663 and a grand Palladian villa of 1712. It is likely that the medieval manor house was also situated within the present-day park.

Tall brick walls form the northern, western and half of the southern boundary of the park, and a thick belt of trees surrounds most of the perimeter. Mature boundary planting softens the adjacent streetscapes and within affords the space a sense of seclusion from the urban surrounds. In certain areas, particularly around the car park on Green Street and the street-fronting boundaries of Orchard Meadow, reduced planting and more permeable boundary treatments facilitate public access and views into/out of the park.

Most of the space has an informal parkland character, with scattered tree planting and narrow footpaths encircling and crossing the grass.

The survival of the walled garden and adjacent sunken wall or 'ha-ha' are contemporary with the earlier house of 1712 and are important survivors from the 18th-century landscape. The walled garden offers a curated character, featuring shaped beds, formal built structures (the Lendy Memorial and a classical portico from a former riverside dwelling in the village) and carefully arranged public seating.



The historic garden feature known as a 'ha-ha' in the main parkland.



Looking across the parkland.



Looking north-east across the formal walled garden.



The area of land in the south-east corner of Sunbury Park, known as Orchard Meadow, is highly visible from the centre of Thames Street due to the low metal railings which bound the meadow to the south and east. Several openings in this fencing facilitate public access into the meadow from Thames Street and a public footpath runs along the back of The Avenue. Trees are concentrated around the perimeter of the meadow, which facilitates uninterrupted views across the space.

Small car parks have been introduced at the edges of the park off Green Street, Thames Street and The Avenue, which facilitate access to the space and assist in mitigating the detrimental impacts of on-street parking elsewhere in the Conservation Area.

Riverside Open Space

Development along the north bank of the Thames is interspersed with much green open space. At the western end of the Conservation Area, adjacent to Dart House, is an area of green space known as Flower Pot Green, which incorporates the remains of a historic boundary wall.

Flower Pot Green softens the streetscape around the dense historic core, providing a clear view of the river and the mature trees lining the bank. Most of the boundary with Thames Street is delineated by the historic brick wall, with some timber knee-railings to the far east.

Slightly further east, former riverside infrastructure is preserved within Old Slipway Park. The wharf in this area historically formed part of a boatyard for the adjacent Ferry House, whose south elevation features a ghost sign advertising 'C. Wilson & Sons Boatbuilders'. Today the area is configured as a hard-landscaped rest area overlooking the river.



Looking south-west across Orchard Meadow towards Thames Street.



Looking south-west across Flower Pot Green, towards the remains of a historic boundary wall.



Looking eastwards across Old Slipway Park towards Ferry House.



SECTION 2.0: ASSESSING SPECIAL INTEREST

To the east of the Conservation Area is Rivermead Island, an open, green amenity space separated from Thames Street and Lower Hampton Street by a small channel and footbridge. Mature trees and swaths of grass draw a striking contrast with the comparatively dense residential development a few metres north. Benches orientated towards the Thames denote and encourage public access.

Near the roundabout at the bottom of French Street, the narrow channel wends further south towards the Thames, creating a deep grass verge on the south side of Thames Street. Occasional openings in the municipal railings which bound the verge to the north permit access to this generous strip of green space. The verge runs uninterrupted to the eastern edge of the Conservation Area, terminating opposite the 18th-century Darby House. The verge makes an important contribution to the public realm and preserves the sense of openness which encouraged the development of riverside residences at Lower Sunbury from the 18th century onwards.



Looking south-east across Rivermead Island, towards the Thames.



The deep grass verge between the channel and Lower Hampton Road, at the eastern end of the Conservation Area.



SECTION 2.0: ASSESSING SPECIAL INTEREST

St Mary's Churchyard

The churchyard denotes the medieval nucleus of the village, which grew up around the church and manor house. It is a small and intimate space. The ground sits above street level, meaning historic gravestones and the many mature trees within the churchyard are highly visible above the brick boundary walls from Church Street and Thames Street. Walkways are finished with a mixture of modern tarmac, paving stones, and gravel.

The churchyard punctuates the otherwise dense development around the historic core. The clustering of historic tombstones and yew trees illustrates that the site has been used as a churchyard for far longer than the current church has been in existence.



St Mary's Churchyard. Note the historic yew tree and clustered tombstones

Private Grounds

Generous front gardens and boundary planting to private residences throughout the Conservation Area break up dense streetscapes and lend a verdant character to the village. In the warmer months, boundary planting screens some historically higher-status residences from the public highway.



Mature planting screens the 18th-century Orchard House from the public highway.



2.6 Views

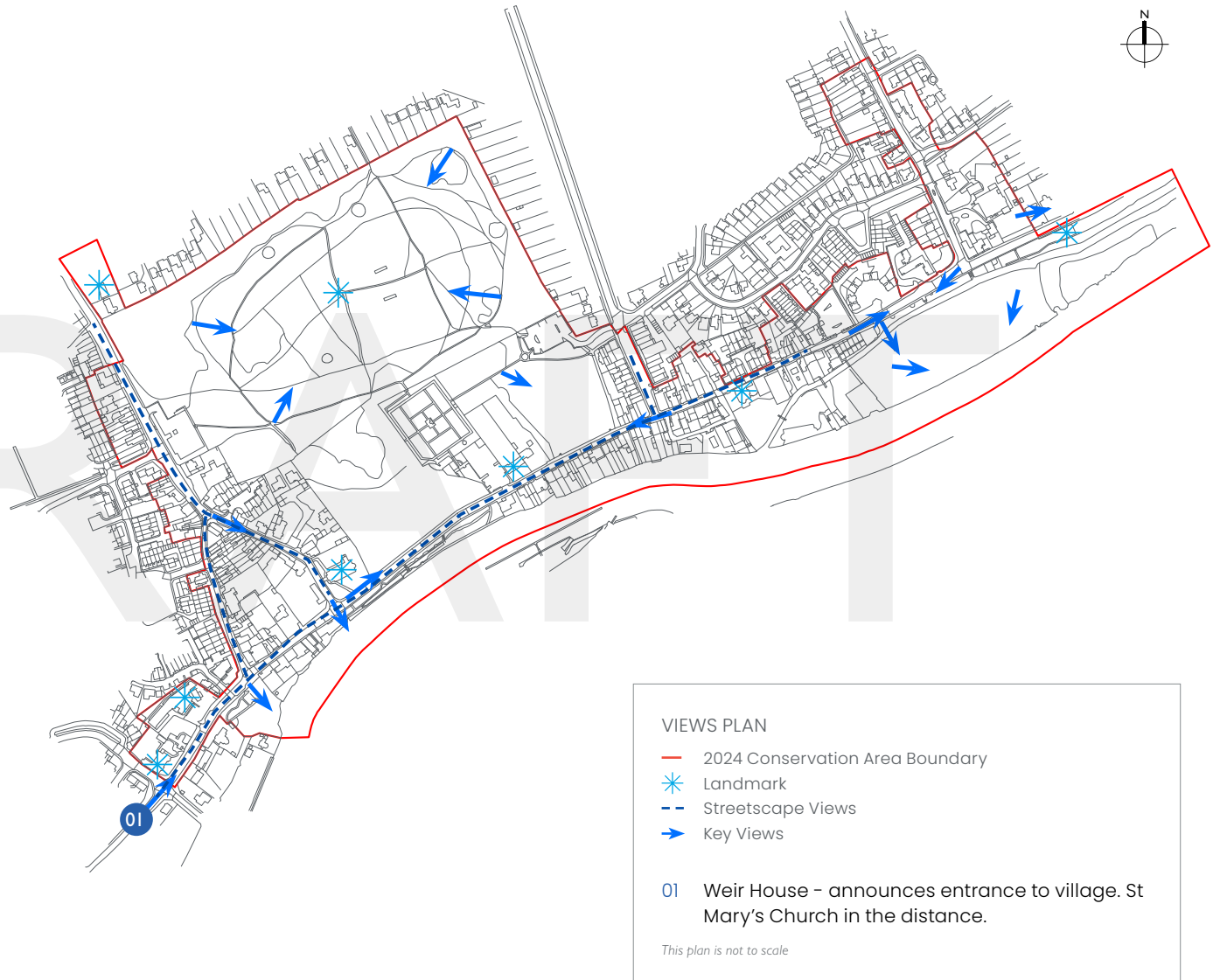
Sunbury Park is a landmark feature within the Conservation Area, serving as a reminder of the historic rural character of Lower Sunbury and the location of the former manor house, around which the settlement first developed. St Mary's Church is highly visible throughout the Conservation Area and forms a focal point in views from the junction of Church Street and Green Street, from Thames Street, and from within Sunbury Park.

Weir House, Sunbury Nursing Lodge, Orchard House, Monksbridge, Sunbury Court and Hawke House are also local landmarks. Their scale, proximity to principal thoroughfares, relationship to surrounding buildings and architectural treatment affords them prominence within the street scene. As conspicuous examples of high-status 18th and 19th-century development, they are fundamental to the character of the Conservation Area.

There are several long-range views along Thames Street in both directions, which facilitate appreciation of the Conservation Area's architectural heritage and its relationship with the River Thames. Through-roads in the denser areas of Thames Street provide glimpsed views of the river, whilst those from Rivermead Island incorporate a large expanse of green open space.

Views across Sunbury Park add much aesthetic interest to the Conservation Area and create a striking visual contrast with the dense surrounding development.

Streetscapes throughout the Conservation Area capture many statutorily and locally listed buildings and other important historic structures, such as historic brick walls. These views illustrate the evolution of the village over time and make an important contribution to the aesthetic, historic and architectural interest of Lower Sunbury.



SECTION 3.0: CHARACTER AREAS



Character areas within the Lower Sunbury Conservation Area are defined predominantly by differences in setting (riverside versus inland), the historic status of the buildings, current and historic usage (residential, commercial, civic) and grain (compact versus open). Sunbury Park, the former grounds of the since-demolished Sunbury Park House, is an important green open space within the Conservation Area which alludes to the historic rural setting of the village and the location of the former manor house. As such the park is considered as a separate character area.

NB – final character areas map pending receipt of full map from client

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CHARACTER AREAS PLAN

- Character Area 1: Historic Core
- Character Area 2: The Riverside
- Character Area 3: Thames Street (Central)
- Character Area 4: Sunbury Park
- Character Area 5: French Street
- Character Area 6: Green Street (North)

This plan is not to scale



3.1 Character Area 1: Historic Core



This area comprises the southern extent of Green Street and Church Street, which meet to enclose a triangular segment of land in the west of the Conservation Area. The area represents the medieval nucleus of Lower Sunbury, which grew up around the church and manor house. Although most of the buildings date from the 18th and 19th centuries, the density of historic structures, variation in the size and configuration of plots, abuttal of historic structures against the highway and the diversity of boundary treatments gives the impression of an area which has developed organically over many centuries.

The character area is predominantly residential, with the late 19th-century parish rooms providing civic amenity. St Mary's Church is a focal point, the small churchyard providing a foil to the density of the surrounding structures.

Buildings are a mixture of larger, historically higher-status dwellings (such as Blakesley Lodge and the Old Vicarage) and pairs or terraces of smaller two-storey cottages.

The dwellings identified by a date stone as 'Thames Villas', at the top of Church Street, form a particularly attractive group.

In contrast to other parts of the Conservation Area, which are generally Georgian in architectural character, this area contains a higher proportion of late Victorian dwellings,

conspicuous by their consistent use of large bay windows and steeply-pitched roofs. The use of exposed brick is particularly striking in this part of the village, being the primary material visible at St Mary's Church as well as in residential buildings.



Nineteenth-century dwellings on the eastern side of Green Street.



A distinctive late-Victorian terrace on the western side of Church Street. Note the consistent use of the bay windows.



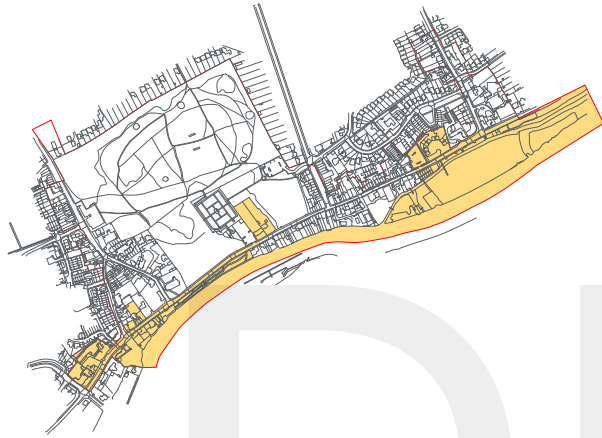
The Old Vicarage, seen from the churchyard at the bottom of Church Street.



St Mary's Church, seen from Thames Street.



3.2 Character Area 2: The Riverside



Architectural detailing varies from the richly decorated frontage at Weir House to the unembellished elevations of Riverside House. The area is unified however by overarching Neo-Classical principles of symmetry and proportion, and shared features such as regularly arranged sash windows and the use of pediments to articulate doors and windows. An interesting exception is the 18th-century Darby House on Lower Hampton Road, which features Gothic pointed arches on an otherwise Georgian frontage. The consistent use of Neo-Classicism reflects the architectural fashions of the 18th and 19th centuries, when Lower Sunbury expanded significantly eastwards away from the historic core.

The modernist-inspired development known as Dax Court, whilst of a very different architectural style, is also orientated towards the river. Later development at Lendy Place has a Neo-Classical influence in keeping with the wider character of Thames Street.

This character area stretches along the river front, from the locally listed Weir House at the western edge of the Conservation Area to the Grade II* listed Sunbury Court at the eastern boundary. It is predominantly residential in character, containing many high-status two or three storey houses built in the 18th and 19th centuries to take advantage of the open aspect over the river.

The more industrial proportions of Ferry House, to the west of the Conservation Area, contrast with the generally domestic character of Thames Street. The building is an important reminder of the relationship between the village and the River Thames, as are the cut-throughs which survive along the south side of Thames Street permitting regular access to the riverbank.



Riverside Cottage, Thames Street - a Georgian residence of some status with a restrained Neo-Classical façade.



The 19th-century Weir House, which sits on the western boundary of the Conservation Area. The moulded eaves cornice and highly decorative terracotta frieze announce this as a high-status riverside dwelling.



The late 18th-century Darby House. The incorporation of simple Gothic window openings anticipates the popularity of the Gothic revival in the Victorian era.



Several of the higher-status riverside residences are set well back from the road, often enclosed by high brick walls and gate posts. Others are situated closer to the highway, with dwarf walls and deep porticos creating a sense of distance between the road and the principal elevation. Particularly distinctive, and important as a reminder of the expansive estate which it once enclosed, is the long brick wall which runs along the southern boundary of Sunbury Park for approximately 190 metres, from St Mary’s Church to Orchard House.

Historic open spaces such as Flower Pot Green, Old Slipway Park and Rivermead Island make an important contribution to the public realm and reference the historic relationship between the village and the River Thames.



Contact House, Rivercote and Willowbank, a terrace of Grade II listed 18th and early 19th-century riverside residences on the corner of Thames Street and French Street.



Looking south across Flower Pot Green towards the Thames.



3.3 Character Area 3: Thames Street (Central)



This part of the village is characterised by a mixture of historic uses. There are many simple, but polite dwellings which jostle alongside Victorian shopfronts, historic public houses and other amenities, including a late 19th-century public bank. On the west side of The Avenue is a distinctive terrace

of three-storey, late Victorian, Tudor-inspired townhouses. The streetscape within this character area reflects the evolution of a secondary 'core' to the east of the medieval nucleus of Sunbury during the 18th and 19th centuries.

Towards the centre of Thames Street, the open, residential character of the riverfront gives way to a more enclosed area with a tight urban grain. Historic properties of two and three storeys are clustered together, sometimes on both sides of the road. Most buildings directly abut the highway or are set only slightly back. Both the pavement and the road are narrower here than to the stretches of Thames Street to the east and west, which further compounds the sense of density and enclosure.

The tightly configured terraces are occasionally punctuated by cut-throughs which lead down to the riverbank and facilitate glimpsed views of the water, in contrast to the wide vistas found elsewhere in the Conservation Area.



Looking east down Thames Street. Properties in this area generally front directly onto the public highway. The streetscape is characterised by the mixture of commercial and residential structures.



The south side of Thames Street, opposite Sunbury Park. The variation in colour, materiality, height, and usage of the buildings creates a lively street scene.



A late 19th-century Grade II listed bank on the north side of Thames Street. The ornate architectural treatment adds visual interest to the streetscape and the building illustrates the amenity value historically supported in this area of the village.

SECTION 3.0: CHARACTER AREAS



The material palette in this character area is varied, including a mixture of painted and exposed brick in different colours and bonds. Paint and render are also applied in a variety of colours.

The character of this area is generally Georgian, with houses and the upper storeys of commercial structures employing regularly arranged sash windows with pediments, pilasters and modest porticos. The late 19th-century taste for Gothic architecture and richly coloured materials can also be experienced, for instance at 58–60 Thames Street and the terrace along the western side of The Avenue.

The historic character of the area is enhanced by traditionally-styled street lamps and boundary treatments.



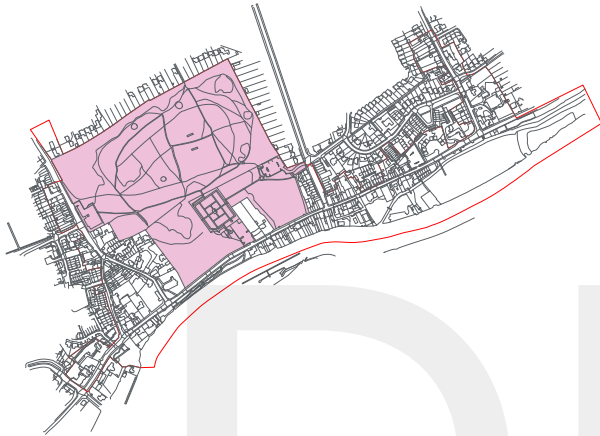
Thames Street are a pair of Victorian Gothic Revival houses incorporating a large street-fronting gable with trefoil-shaped vents and prominent pointed arches, articulated with red creasing tiles. The principal façade features richly coloured hung tiles and brick.



This late 19th-century terrace on The Avenue illustrates contemporary tastes for vernacular architecture, featuring false timber framing to the street-fronting gables and richly coloured hung tiles to the oriel windows.



3.4 Character Area 4: Sunbury Park



A significant proportion of the Conservation Area is taken up by Sunbury Park, the former grounds of Sunbury Park House (built 1851, demolished in the mid-20th century) and now a public park. This property was one of many built on or in the vicinity of the former manor house and the parkland therefore has a long history of such use.

Most of the space within the park constitutes informal parkland with scattered, mature tree planting and is crossed with footpaths. Wide ranging views across the parkland reference the historic rural setting of the Conservation Area. The surviving 'ha-ha', a sunken wall used to provide unbroken views across the landscape whilst controlling the movements of grazing livestock, is a reminder of the park's historic relationship to previous grand residences on the site. This area of the park is bounded to the north and east by residential plots and to the south and west by substantial brick boundary walls, which affords a sense of separation from the surrounding urban / suburban context of the park.

Orchard Meadow is a parcel of green open space in the south-east corner of Sunbury Park. Immediately east and south lie The Avenue and Thames Street respectively. The meadow is bounded to the east and south with traditionally styled metal railings, which permit views into and out of the space and create a porous visual relationship with the surrounding streetscapes.



Looking across the open parkland. The absence of built structures and abundance of mature trees gives an informal rural character.

The formal walled garden constitutes a third sub-area within the Sunbury Park. It was built in the early part of the 18th century and restored in 1985. The garden is square in plan, bounded by tall brick walls which reach up to 10 foot high in places. Formal beds are arranged geometrically and a central focal point is provided by the Lendy Memorial; a replica of a former riverside structure destroyed during the Second World War.



Looking south-east across Orchard Meadow. On the left-hand side of the image are the rear elevations of the late 19th-century terraces on The Avenue. In the centre and to the right are the front elevations of the buildings on Thames Street.



The formal walled garden. In the background is the Lendy Memorial.



The portico of a former riverside residence known as Benwell House, which was demolished in 1984 and now frames the northern gate of the walled garden.



3.5 Character Area 5: French Street



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French Street is a historic road which runs northwards out of the village, connecting Thames Street with Staines Road East (A308). The high concentration of 18th and early 19th-century buildings demonstrates the evolution of French Street as a wealthy suburb at a deliberate distance from the busiest areas of the village. Excepting the modern infant school to the south, the street is entirely residential.

The southern end of the street has an open grain, with wide green verges and deep front plots lending a sense of openness. The character of the road becomes progressively dense moving northwards, with tall brick boundary walls lining the eastern side of the road and the structures to the west moving closer to the highway.

Properties are a mixture of two to three storeys high. As is characteristic of the wider Conservation Area, exposed brick is the predominant materiality both for dwellings and boundary treatments.

Mature trees and boundary planting offer some greenery to the streetscape and establish a more suburban quality in contrast to the urban core to the south and west.



106 French Street, an early 18th-century dwelling on the corner of French Street and The Pennards. The deep front garden creates a strong sense of separation from the public highway and adds to the open character of the road in this area. The principal façade is framed by mature trees.



Moving further north, the historic properties are situated closer to the highway, creating a more enclosed character. This row of houses dates from the mid-late 18th century. In its use of exposed yellow/brown brick with red brick dressings, it mirrors 106 French Street slightly further south.



To the north of the character area, the uniform Georgian character gives way to a more eclectic mixture of historic architecture, demonstrating the continued evolution of the French Street suburb.



3.6 Character Area 6: Green Street (North)

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The Admiral Hawke, built in the 1860s in anticipation of a new railway station and originally known as The Railway Arms. The railway was built further north than originally planned and the pub was subsequently renamed.



Historic properties at the south of the character area, adjacent to the historic core. Note the redundant fascia board which denotes a former shopfront, since lost.

The northern half of Green Street is a busy thoroughfare connecting the heart of the original settlement with Sunbury Common to the north, which developed rapidly after the coming of the railway in the 1860s; Sunbury railway station being directly north.

This area derives its character from the combination of residential and commercial buildings, its historic function as a main thoroughfare and its open linear grain. The survival of two historic public houses, The Three Fishes and the Admiral Hawke, experienced alongside the generous width of the road, illustrate the historic prominence of Green Street as a busy route. The survival of a traditional shopfront at 37a Green Street and a disused fascia board at 29a Green Street evidence historic commercial activity in this area.

SECTION 3.0: CHARACTER AREAS



The character area contains a range of building typologies and architectural styles, including simple polite structures with Georgian and Victorian features (such as small flat-roofed porches and bay windows), larger, more consciously Neo-Classical dwellings (39-41 Green Street and Hawke House), and commercial premises of varying ages and styles (The Three Fishes has a late-16th century core, whilst the Admiral Hawke is Victorian).

The buildings to the south of the character area generally abut the public highway, whilst both modern and historic buildings to the north are set back. Materiality is varied, comprising a mixture of exposed brick, paint, and render.

Most of the character area has only been built up on the western side of the road, the east being bounded by a brick wall separating Green Street from the expansive grounds of Sunbury Park. This adds to the sense of openness, with glimpsed views into the park referencing the historic rural setting of the Conservation Area.



A former commercial unit, since converted to residential use, sits between a takeaway restaurant with a surviving shopfront and a historic public house (The Three Fishes). To the right of the image is the Grade II listed building known as 38-41 Green Street, a pair of early 18th-century cottages since unified into one dwelling.



A terrace of late-Victorian houses on Green Street, which are stylistically very similar to those further south in the historic core and were likely built at the same time.



Hawke House, a Grade II listed early 18th-century building on the northern boundary of the Conservation Area. The right-hand wing was constructed in the late 18th century and the left-hand wing was added in the 20th century.



The red brick boundary wall on the eastern side of Green Street, beyond which lies Sunbury Park.



4.1 Exclusions

- A Rationalisation of the Conservation Area boundary to align with current plot boundaries and the exclusion of modern development on west side of Green Street, built post-designation of the Conservation Area and which does not contribute to its special interest.
- B Exclusion of the modern residential and other development north of Thames Street, which was built post-designation of the Conservation Area and which does not contribute to its special interest.

4.2 Inclusions

- C Extension of the Conservation Area to include Hawke House and the historic boundary wall to its south. This listed, 18th-century villa is indicative of the character and evolution of the Conservation Area and its inclusion strengthens the special interest.
- D Extension of the Conservation Area to include Darby House, Sunbury Court and the eastern part of the riverside public open space. These two listed 18th-century villas are indicative of the character and evolution of the Conservation Area and their inclusion strengthens the special interest. The inclusion of the full extent of the riverside open space rationalises the Conservation Area boundary in this area.



Additions to the Conservation Area to be added once expanded base map received



- **Building condition:** Whilst most buildings in the Conservation Area are well maintained, there are a small number of instances where condition is having a negative effect on the appearance of the Conservation Area. An example is the currently vacant Three Fishes pub on Green Street, which is suffering from flaking paintwork, rotting timber window units and missing signage. The portico to the side of 22 Thames Street is in a state of disrepair and detracts from the aesthetic interest of Thames Street.

More generally, there are multiple instances throughout the Conservation Area where maintenance or repairs are required to hung tile cladding, ridge tiles and timber window units. It should be noted that where buildings are vacant, maintenance issues tend to be exacerbated (e.g. 9 The Avenue).

- **Condition of brick walls:** Many of the brick boundary walls are suffering from damp and decay due to the use of inappropriate cement mortars. Mortar which has been applied thickly and sits proud of the brick face ('ribbon pointing') causes issues in the longer term with the bricks' ability to expel moisture. Pointing repairs using a cement-based mortar also causes this problem. Both approaches have the potential to cause spalling and deterioration of brickwork.
- **Efflorescence and algal / vegetation growth:** This issue also affects the characteristic brick boundary walls throughout the Conservation Area but poses a particular risk to any wall which is overhung or bordered by planting. Efflorescence is indicative of moisture being expelled, leaving a mineral build up on the surface which is to be expected within certain parameters but excessive cycles of wetting/drying can ultimately accelerate the deterioration of mortar and brickwork.

Where moisture cannot evaporate and dry quickly enough, algal growth will establish cause unsightly green staining. Vegetation rooting within mortar joints or into the foundations of a wall can also cause structural instability if left unmanaged.

- **Inappropriate boundary treatments:** Some of the green spaces in the Conservation Area are bounded by treatments. The verge on the southern side of Lower Hampton Road is edged with concrete posts and municipal metal railings and others are timber post and rails. Whilst some form of boundary treatment may be required to restrict vehicular access to green spaces, it would be beneficial for boundaries to have a consistent appearance and a traditional design in keeping with the character of the Conservation Area; the timber post and rail type being the most appropriate.

Loss of brick boundary treatments has also taken place, e.g. as to several properties along the northern stretch of Green Street. Such boundary treatments detract from the historic character and aesthetic interest of the street. There are opportunities to enhance the Conservation Area through the introduction of appropriate brick boundary treatments or traditionally styled railings where these don't currently exist.

- **Replacement of traditional windows with uPVC units:** There has been a fair amount of replacement of historic timber sash windows throughout the Conservation Area. Modern units are typically positioned flush with a building's external elevation and consequently reduce the characteristic depth of historic facades created by older windows set back within the reveal. uPVC units typically also have thick frames and false glazing bars which are intended to copy traditional styles but are in reality misproportioned. With traditionally constructed buildings, there is also potential for uPVC windows to worsen issues concerning damp and moisture build up internally.

- **Street lights and telecommunication poles:** Thames Street and Lower Hampton Road are lit with traditionally styled street lamps. Elsewhere, street lighting comprises tall modern streetlights with a standard municipal design, which compete with the historic character of the streetscapes. Taking opportunities to replace street lighting with more historically appropriate designs would enhance the Conservation Area. There are also many tall telegraph poles with radiating wires situated at intervals throughout the Conservation Area. The detrimental visual impact of telecommunication infrastructure could be reduced through re-locating the wires below ground.
- **Satellite dishes, wires and services:** Due to the number of residential properties in the Conservation Area, there are a large number of externally mounted satellite dishes, frequently fitted to primary or highly visible elevations due to the orientations required. Similarly, there are several examples where trailing wires and downpipes cut across important elevations. The aesthetic interest of The White Horse and The Magpie on Thames Street, for example, is eroded by large, conspicuous service vents on highly visible elevations. Air conditioning units outside the Sunbury Conservative Club on Green Street create a cluttered appearance and detract from the historic character of the streetscape.
- **Road surfaces and pavements:** Some areas of the road surface are affected by potholes and erosion. Where these are present there is an increased risk of surface water ponding, splashback and other knock-on damage to historic structures and features. Damage to road surfaces also affects the visual appearance of the Conservation Area – as is the case on Green Street and to the principal cut-throughs between Thames Street and the riverside.



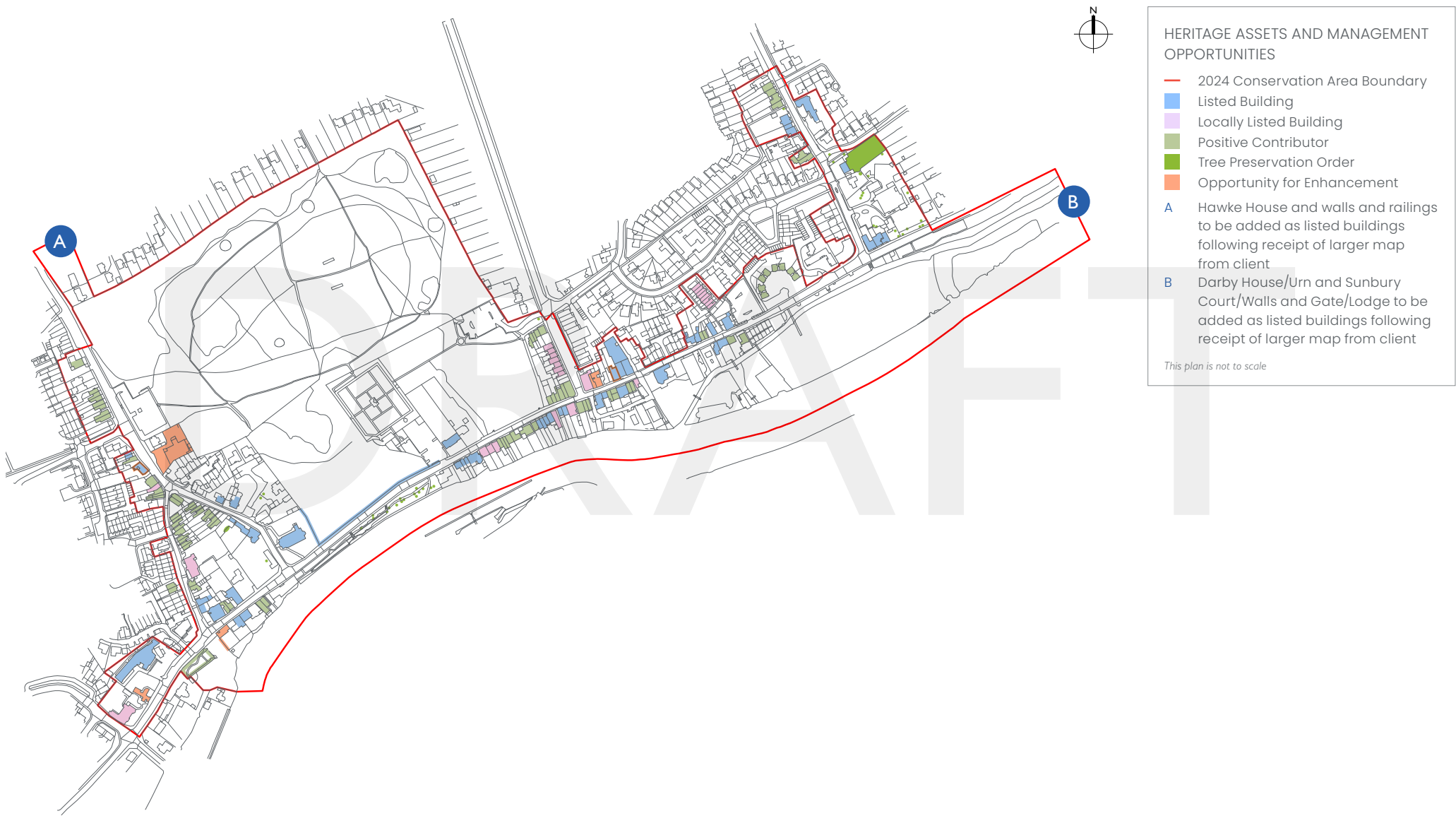
- Vacant buildings:** Vacant buildings are more likely to suffer deterioration to their fabric due to a lack of regular maintenance and be subject to vandalism. Providing viable uses for historic buildings is critical to preserving their significance for future generations. Securing viable new uses for the Three Fishes pub on Green Street and Nellie McQueen’s Eating House on Thames Street will prevent further deterioration to the fabric of these visually prominent listed buildings. There are also several vacant commercial units on Thames Street.
- Modern shopfronts/commercial units:** Although there are many historic shopfronts within the Conservation Area, some have been lost through replacement or insensitive conversion to residential use. At 24 Thames Street, for example, the original stallriser, door and windows have been replaced with full-height plate glass. The shopfront at 67a Thames Street has also lost its original door and windows and one of the corbels which originally flanked the fascia. The modern facing to the ground floor of number 67 Thames Street incorporates large windows and a glazed door which disrupts the proportions of its host building. Returning altered and lost shopfronts back towards their historic appearance would enhance the special interest of the Conservation Area.



An example of ribbon pointing with cementitious mortar to a historic brick boundary wall in the Conservation Area.



The Three Fishes on Green Street. The building is vacant and deteriorating. Damaged signage, failing paintwork and trailing wires depreciate the aesthetic interest both of the building and the wider streetscape.



HERITAGE ASSETS AND MANAGEMENT OPPORTUNITIES

- 2024 Conservation Area Boundary
- Listed Building
- Locally Listed Building
- Positive Contributor
- Tree Preservation Order
- Opportunity for Enhancement

A Hawke House and walls and railings to be added as listed buildings following receipt of larger map from client

B Darby House/Urn and Sunbury Court/Walls and Gate/Lodge to be added as listed buildings following receipt of larger map from client

This plan is not to scale



6.1 Conservation Area Designation – Control Measures

In order to protect and enhance the Conservation Area, any changes that take place must conserve its character and special interest. Statutory control measures are intended to prevent development that may have an individually or cumulatively negative effect. Control measures within include:

- Planning permission will usually be required to totally or substantially demolish buildings or structure (including walls, gate piers and chimneys). This will also need a heritage statement (sometimes called a heritage impact assessment) as part of the application.
- The extent to which permitted development (i.e. changes that are allowed without requiring consent from the local authority) may be restricted. For example, replacement windows, different elevational finishes or the installation of satellite dishes.
- Trees with a diameter of 75mm or greater, measured as 1.5m above the soil level are protected. Any work proposed to these trees require permission from the local authority by means of a planning application. This allows the authority to determine whether a tree preservation order (TPO) is necessary.
- Advertisements and other commercial signage may be subject to additional controls and/or require planning permission.

6.2 Conservation Aims and Best Practice

There is no generally accepted detailed definition of ‘best practice’ in conservation: it is a term used to describe the management of change (including repair) so that the integrity and character of a historic site is not eroded or compromised. It is not the intention of conservation best practice to prevent change from happening: alterations can still be carried out but should be subject to additional scrutiny to ensure that the special interest of the Conservation Area is protected.

It is the purpose of this Appraisal to provide guidance that will help achieve these aims. Overall, any change in the Lower Sunbury Conservation Area should seek to:

- Preserve its historical features;
- Enhance, where possible, its special interest;
- Positively contribute to its established character; and
- Be high quality.

6.3 Positive Contributors and Opportunities for Enhancement

A positive contributor is a building, structure or feature which beneficially adds to the overall character of its local area. This is true of most buildings within a conservation area. The extent to which a building will positively contribute will largely depend on the integrity of its historic form and is not restricted to its principal elevation. For example, roofscapes and side/rear elevations all make a positive contribution. Modern buildings can also make a positive contribution where they have been sensitively designed to suit their setting. A list of positive contributors in the Lower Sunbury Conservation Area is included in Appendix A; these are also identified on the heritage assets plan on the previous page.

Criteria for identifying positive contributors include:

- Group value;
- Associations with notable architects or other historical figures;
- Position and presence within the streetscape;
- Use of characteristic materials, architectural motifs or detailing;
- Physical or historical relationship with neighbouring buildings; and
- Historical use.

Beyond general conservation best practices, there are limited opportunities for additional enhancement within the Conservation Area. Finding a viable use for The Three Fishes would be of particular benefit to the visual appearance of Green Street, and would protect one of Lower Sunbury’s oldest buildings from further deterioration.

There is scope for enhancing the public realm of the Conservation Area including repairs to road / pavement surfaces and instating appropriate street lighting. There are also opportunities for individual improvements to dwellings including restoring timber sash windows, reinstating appropriate boundary treatments and undertaking repairs to decaying brick walls.

The visual impact of extensive hardstanding could be reduced through the introduction of additional soft landscaping on Green Street. This would be particularly beneficial around the Conservative Club and the street-facing courtyard of the Admiral Hawke pub.



6.4 Repairs and Replacement

6.4.1 'Like-For-Like'

A term that is frequently used in conservation is 'like-for-like' replacement or repair. This is frequently – and mistakenly – taken to mean that a modern alternative that generally echoes the style of the element removed is acceptable. However, this is not accurate or acceptable. Like-for-like should always be interpreted as an alternative that matches the historic element removed in terms of its material, dimensions, method of construction, finish, means of installation and any other feature specific to the original element, such that the modern replacement is hardly discernible from the original (accepting that its condition will be greatly improved where the original has failed beyond repair).

For example, modern uPVC windows in imitation of Georgian or Victorian-style sash windows but with false glazing bars and a top-hung casement opening mechanism do not constitute a like-for-like replacement for traditional timber-framed Victorian sliding sash windows, although they may appear stylistically similar.

6.4.2 Repairs and Replacement

Repairs and replacement are inevitable with any building or site, regardless of age; however, within a conservation area, it is especially important that this is carried out sensitively to protect the historic fabric of its buildings and respect the character of the wider area. Key points to remember when looking to carry out repair work or install replacement features are:

A method of repair that was suitable for one building may not be suitable for another. Repair and replacement should always be considered on a case-by-case basis.

- Repairs using appropriate materials and techniques are always preferable over wholesale replacement.
- Where a historic feature has degraded beyond repair, replacement should be carried out on a like-for-like basis.
- Where seeking to improve failing modern features, a traditionally-designed alternative using appropriate materials is preferable. For example, the replacement of uPVC gutters and downpipes with lead, cast iron or coated aluminium alternatives that better reflect the traditional character of the Conservation Area.
- Cement-based mortars and/or ribbon pointing are harmful to historic brickwork and masonry. Repairs to any pointing should be carried out in a lime mortar after any cementitious mortar has been raked out. This will ensure the longevity of the historic built fabric.
- Due consideration should be given to the sustainability of the repair or replacement, i.e. what is its lifespan? What maintenance will be required to prolong this?
- Reversibility is an important consideration as better alternative may become available in the future.
- Historic external detailing should be retained or, where damaged beyond repair, replaced on a like-for-like basis. This includes (but is not limited to): the texture and colour of render; size and colour of bricks used, and the bond in which they are laid; stone dressings; and chimneystacks.
- The reinstatement of historic features that have been lost is favourable. For example, re-exposing brickwork that had been rendered or painted over.

The repair and replacement of windows can have a notable effect on the character and special interest of the conservation area, both positively and negatively. The aim should always be to retain historic windows wherever they survive, carrying out refurbishment work where needed to make sure they remain usable. Timber frames are preferable over uPVC for a number of reasons, mainly their comparative slimness and breathable quality which has a positive knock-on effect on the overall condition of the historic building.

6.5 Maintenance

Maintenance differs from repair in that it is a pre-planned, regular activity intended to reduce instances where remedial or unforeseen work is needed. The higher the levels of maintenance, the less need to carry out repairs. Regular maintenance activity should include annual gutter clearing, seasonal vegetation control and repainting external joinery with an oil-based paint. This is not an exhaustive list and each historic building will have its own specific needs. Larger historic buildings and those which are listed may benefit from occasional condition surveys (usually around every five years) to highlight their individual maintenance and repair needs.

The maintenance requirement of a building will depend on its age, materials and susceptibility to wear. Historic England, the Society for the Protection of Ancient Buildings (SPAB) and other heritage bodies publish specialist guidance on the suitable maintenance and repair methods for different historic buildings.



6.6 Trees

Trees are afforded extra protection within the Conservation Area and there are several tree preservation orders already in place. Any tree surgery work should be carried out only once the relevant permission has been sought. The management of the planted elements within the conservation area is beneficial to its overall appearance and potentially also to the condition of the buildings where root damage may pose a threat.

6.7 Public Realm

Public realm features, including bins, bollards, seating and planters, etc. often become outdated in their appearance. This can be due to heavy wear, antisocial behaviour or as a result of poor design and short-lived trends. Successful public realm schemes are contextual, using high-quality materials that echo the character of the wider area. Any additions or amendments to the public realm will also need to take account of highways and other relevant regulations.

6.8 Modern and New Development

It is not the intention of conservation area designation to prevent new development or entirely exclude existing modern development where this is woven into a surrounding historic space. Instead, it puts in place a process whereby any proposals are more thoroughly studied to ensure that the special interest of the conservation area is protected and opportunities to improve its character are identified.

New development can range from entire new buildings to the introduction of new features, however small, on existing buildings. New development within the setting of the conservation area should also be carefully managed as it has the potential to detract from its character and special interest. The potential for substantial new development inside the conservation area boundary is generally limited to the replacement or alteration of those buildings, generally from the mid-late 20th century, which do not positively contribute to its character. Any proposals will need to be considered on a case-by-case basis and take account of:

- The significance of any existing building affected;
- The impact on the setting of neighbouring listed buildings and/or positive contributors;
- How local features and materials can be incorporated into the new design;
- Whether or not any historical plot boundaries survive or could be recoverable;
- The impact of the overall scale, massing and design on the wider streetscape;

- The loss of any important rear/side elevations or views of these;
- Characteristic boundary treatments and planting;
- The potential for below-ground or built archaeology; and
- Any other heritage or conservation constraints identified.

The addition of new features on existing buildings can be detrimental to the individual buildings as well as the overall character of their wider setting if unmanaged. Specifically:

- Television aerials and satellite dishes should not be fixed to principal or highly visible elevations, or chimneystacks.
- Features such as external lighting and security cameras should be as discreet as possible.
- Solar panels should be restricted to rear or secondary elevations, especially where a building forms one of a group.
- Internal alterations can have an external impact; for example, staircases cutting across windows or the removal of chimneybreasts necessitating the removal of the associated chimneystack.



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Spelthorne Borough Council, Lower Halliford Conservation Area Preservation and Enhancement Proposals, 1992.

Spelthorne Borough Council, Local List of Buildings and Structures of Architectural or Historic Interest – February 2004, <https://www.spelthorne.gov.uk/article/17644/Listed-and-locally-listed-buildings-information>

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National Heritage List for England, <https://historicengland.org.uk/listing/the-list/>

Historic England, <https://historicengland.org.uk/>

Society for the Protection of Ancient Buildings, <https://www.spab.org.uk/advice>

'Sunbury: Introduction', in A History of the County of Middlesex: Volume 3, Shepperton, Staines, Stanwell, Sunbury, Teddington, Heston and Isleworth, Twickenham, Cowley, Cranford, West Drayton, Greenford, Hanwell, Harefield and Harlington, (London, 1962) pp. 51-53. British History Online <https://www.british-history.ac.uk/vch/middx/vol3/pp51-53>

'Sunbury: Manors', in A History of the County of Middlesex: Volume 3, Shepperton, Staines, Stanwell, Sunbury, Teddington, Heston and Isleworth, Twickenham, Cowley, Cranford, West Drayton, Greenford, Hanwell, Harefield and Harlington, (London, 1962) pp. 53-57. British History Online <https://www.british-history.ac.uk/vch/middx/vol3/pp53-57>



Address	Heritage Status	Additional Assessment
Church Street		
Church of St Mary the Virgin, Church Street	Grade II* listed	List Entry Number: 1029661
Retaining Wall Around The Churchyard Of The Church Of St Mary The Virgin, Church Street	Grade II listed	List Entry Number: 1377694
Vault, 12 Metres South East Of Apse Of Church Of St Mary The Virgin, Church Street	Grade II listed	List Entry Number: 1029663
Pembroke Vault 6 Metres North Of Vestry Of Church Of St Mary The Virgin, Church Street	Grade II listed	List Entry Number: 1029662
Monument To Lady Perkins, 4 Metres North Of Tower Of Church Of St Mary The Virgin, Church Street	Grade II listed	List Entry Number: 1377693
Entrance Wall And Gates To The Old Vicarage, Church Street	Grade II listed	List Entry Number: 1178335
The Old Vicarage, Church Street	Grade II listed	List Entry Number: 1377669
Vicarage Cottage, Church Street	Grade II listed	List Entry Number: 1295127
The Old Manor Farm House, Church Street	Grade II listed	List Entry Number: 1029701
Holly Cottage, 4, Church Street	Grade II listed	List Entry Number: 1029700

Address	Heritage Status	Additional Assessment
16 Church Street	Positive Contributor	A late 19th-century dwelling house with simple polite details including bay windows and flat arches. Forms a pair with the adjacent 28 Green Street and forms a group with the other late Victorian dwellings around the historic core.
15-17 Church Street	Positive Contributor	A pair of late 19th-century dwelling houses with simple polite details including bay windows and flat arches. Forms a group with the other late Victorian dwellings around the historic core.
11-13 Church Street	Positive Contributor	A pair of late 19th-century dwelling houses with simple polite details including bay windows and flat arches. Forms a group with the other late Victorian dwellings around the historic core.
3-9 Church Street	Positive Contributor	Terrace dated 1887, with simple polite details including bay windows and flat arches. Forms a group with the other late Victorian dwellings around the historic core.
2 Church Street	Positive Contributor	Detached house, likely late-19th century, with brickwork laid in Flemish bond and distinctive leaded lights which add to the historic character of the Conservation Area.



Address	Heritage Status	Additional Assessment
French Street		
106, French Street, Sunbury on Thames, TW16 5LD	Grade II listed	List Entry Number: 1377696
Railings and garden walls to 106 French Street	Grade II listed	List Entry Number: 1180143
Ivy House, French Street, Sunbury on Thames, TW16 5JU	Grade II listed	List Entry Number: 1029665
Clyde House, 179, French Street, Sunbury on Thames, TW16 5JY	Grade II listed	List Entry Number: 1029664
183, French Street, Sunbury on Thames, TW16 5JY	Grade II listed	List Entry Number: 1377695
187-189 French Street	Positive Contributor	A historic vernacular structure whose proportions suggest it was originally an agricultural or industrial building. The oldest range, abutting the highway, possibly pre-dates the development of French Street into a wealthy suburb during the 18th century.

Address	Heritage Status	Additional Assessment
203-211 French Street	Positive Contributor	An attractive group of houses built between 1934 and 1957, which contribute to the suburban character of French Street.
Ropewalk Cottage, 175 Thames Street	Positive Contributor	A simple polite cottage which contributes to the historic character of the Conservation Area.
173 Thames Street	Positive Contributor	A substantial 18th or early 19th-century dwelling which contributes to the historic suburban character of French Street.
169-171 Thames Street	Positive Contributor	A pair of houses, present by the 1860s but possibly altered with the addition of bay windows and street-fronting gables later in the 19th century. Together they contribute to the historic suburban character of French Street.



Address	Heritage Status	Additional Assessment
Green Street		
Blakesly Lodge, 2, Green Street	Grade II listed	List Entry Number: 1029667
Heatherley Cottage, 4 and 4a, Green Street	Grade II listed	List Entry Number: 1295068
The Three Fishes Public House, Green Street	Grade II listed	List Entry Number: 1029666
39-41 Green Street, Sunbury-on-Thames, TW16 6RE	Grade II listed	List Entry Number: 1426908
Hawke House, Green Street	Grade II listed	List Entry Number: 1377697
St Mary's Parish Hall, Green Street	Locally Listed Building	LL/042, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
31 Green Street	Locally Listed Building.	LL/043, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Rose Cottages, 5-7 Green Street	Positive Contributor	A pair of red-brick cottages dated 1889, with simple polite details including bay windows and flat arches. They form a group with the other late Victorian dwellings around the historic core.

Address	Heritage Status	Additional Assessment
6-8 Green Street	Positive Contributor	Simple, polite, 19th-century structures, which contribute to the character of the historic core. Number 6 has a large street-fronting gable typical of 19th-century domestic architecture.
10-16 Green Street	Positive Contributor	Terrace dated 1887, with simple polite details including bay windows and flat arches. Forms a group with the other late Victorian dwellings around the historic core.
Thames Lodge, 18 Green Street	Positive Contributor	A late 19th-century red-brick dwelling house with simple polite details including a prominent bay windows street-fronting dormer. Forms a group with the other late Victorian dwellings around the historic core.
20-22 Green Street	Positive Contributor	A pair of late 19th-century dwelling houses with simple polite details including bay windows and flat arches. Forms a group with the other late Victorian dwellings around the historic core – likely contemporary with the adjacent terraces (1887).
24-26 Green Street	Positive Contributor	A pair of late 19th-century dwelling houses with simple polite details including bay windows. Forms a group with the other late Victorian dwellings around the historic core.



Address	Heritage Status	Additional Assessment
25-27 Green Street	Positive Contributor	Simple 19th-century cottages with a notably diminutive scale and interesting plot configuration.
28 Green Street	Positive Contributor	A late 19th-century dwelling house with simple polite details including bay windows and flat arches. Forms a pair with the adjacent 16 Church Street and a group with the other late Victorian dwellings around the historic core.
29 Green Street	Positive Contributor	The retention of the historic fascia board and flanking corbels illustrates the former presence of a shopfront, illustrating the historic commercial character of this area.
33 Green Street	Positive Contributor	18th or 19th-century house with an interesting combination of Neo-Classical and Gothic elements, including a dentilled flat roofed porch and a mixture of rectangular sash and Gothic windows.
37a Green Street	Positive Contributor	The retention of the traditional shopfront illustrates the historic commercial character of this area.
57-69 Green Street	Positive Contributor	Pair/terrace of late-19th century houses, contemporary with many other houses in the historic core.
The Admiral Hawke, Green Street	Positive Contributor	Late 19th-century public house with a prominent position in the streetscape.

Address	Heritage Status	Additional Assessment
Lower Hampton Road		
Contact House, Lower Hampton Road	Grade II listed	List Entry Number: 1377698
Rivercote, 2, Lower Hampton Road	Grade II listed	List Entry Number: 1295042
Willowbank, 3, Lower Hampton Road	Grade II listed	List Entry Number: 1029669
Darby House, Lower Hampton Road	Grade II listed	List Entry Number: 1295014
Walls And Gates To Sunbury Court, Lower Hampton Road	Grade II listed	List Entry Number: 1180271
Lodge To Sunbury Court, Lower Hampton Road	Grade II listed	List Entry Number: 1029671
Sunbury Court, Lower Hampton Road	Grade II* listed	List Entry Number: 1180231



Address	Heritage Status	Additional Assessment
Thames Street		
Sunbury Nursing Lodge, Thames Street	Grade II listed	List Entry Number: 1029678
The Flower Pot Public House, Thames Street	Grade II listed	List Entry Number: 1188059
Northolt, Thames Street	Grade II listed	List Entry Number: 1029682
Thames Cottage, Thames Street	Grade II listed	List Entry Number: 1294859
Riverside House, Thames Street	Grade II listed	List Entry Number: 1029679
Wall Along Thames Street And Forming East Boundary Of Churchyard Of Church Of St Mary The Virgin, Thames Street	Grade II listed	List Entry Number: 1294948
66, 68 And 70, Thames Street	Grade II listed	List Entry Number: 1377702
Orchard House Including Wall To Right, Thames Street	Grade II listed	List Entry Number: 1377700
Front Railings, Entrance Walls And Gates At Orchard House, Thames Street	Grade II listed	List Entry Number: 1188076
The Magpie Hotel, 64, Thames Street	Grade II listed	List Entry Number: 1029639
Riverside Terrace, 36-42, Thames Street	Grade II listed	List Entry Number: 1377722
30 And 32, Thames Street	Grade II listed	List Entry Number: 1029640

Address	Heritage Status	Additional Assessment
16, 18 And 20, Thames Street	Grade II listed	List Entry Number: 1029641
Bellvue, 10, Thames Street	Grade II listed	List Entry Number: 1377683
Riverside Arts Centre, 61, Thames Street	Grade II listed	List Entry Number: 1029680
Barclays Bank, 57, Thames Street	Grade II listed	List Entry Number: 1377701
Monksbridge, Thames Street	Grade II listed	List Entry Number: 1029642
Entrance Gates And Walls To Monksbridge, Thames Street	Grade II listed	List Entry Number: 1377684
Coal and Wine Tax Post to Rear of Monksbridge, Thames Street	Grade II listed	List Entry Number: 1029643
Pomfret Cottage, 47 and 49, Thames Street	Grade II listed	List Entry Number: 1188095
The Little House, Thames Street	Grade II listed	List Entry Number: 1377685
Riverbank, Thames Street	Grade II listed	List Entry Number: 1029644
Nellie McQueens Eating House and Post Box Attached, Thames Street	Grade II listed	List Entry Number: 1029681
The Castle Restaurant, 21, Thames Street	Grade II listed	List Entry Number: 1294925
The Butts, 23-27 Thames Street	Locally Listed Building	LL/131, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)



Address	Heritage Status	Additional Assessment
White Horse Pub, 69 Thames Street	Locally Listed Building	LL/132, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
The Walled Garden, Thames Street	Locally Listed Building	LL/133, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
The 'Lendy' Lion, The Walled Garden, Thames Street	Locally Listed Building	LL/134, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
'Ha Ha' Wall, Sunbury Park	Locally Listed Building	LL/135, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Weir House, Thames Street	Locally Listed Building	LL/136, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
8 Thames Street	Locally Listed Building	LL/137, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
The Pheonix Public House, Thames Street	Locally Listed Building	LL/138, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)

Address	Heritage Status	Additional Assessment
Lock View, 34 Thames Street	Locally Listed Building	LL/139, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
58-60 Thames Street	Locally Listed Building	LL/140, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
1a and 1b Thames Street	Positive Contributor	Pair of simple polite cottages with a date stone of 1887. A later shopfront has been added to 1a, of which the fascia survives. Replacement uPVC windows to 1b currently detracts from its significance.
(?) Thames Street	Positive Contributor	Simple 18th or early 19th-century dwelling adjacent to Riverside House. Simple Neo-Classical architectural treatment consistent with the character of Thames Street.
Ferry House, Thames Street	Positive Contributor	A late 19th-century ferry house. The industrial proportions of the building are highly visible from both Thames Street and the river, reflecting the historic relationship between the Conservation Area and the watercourse.



Address	Heritage Status	Additional Assessment
56 Thames Street	Positive Contributor	The surviving timber sash windows and traditional shopfront contribute to the historic commercial character in the centre of Thames Street.
50 - 54 Thames Street	Positive Contributor	Although the historic shopfronts which once existed at ground floor level have been lost through conversion to residential use, the Georgian proportions of these properties are intact at first and second floor level. As a group, the buildings add historic character and illustrate the evolution of Lower Sunbury.
46a Thames Street	Positive Contributor	A substantial three-storey dwelling from the 18th or early-19th century, with Neo-Classical detailing in keeping with the character of Thames Street.
46 Thames Street	Positive Contributor	A simple polite structure, likely dating from the mid-late 19th century.
44 Thames Street	Positive Contributor	Four-storey town house with basement, prominent bay window and modest flat-roofed porch flanked by plain pilasters. Illustrates the historical development of Thames Street in the 19th century.

Address	Heritage Status	Additional Assessment
79 Thames Street	Positive Contributor	A prominent 18th or early 19th-century three storey dwelling with Neo-Classical proportions typical of Thames Street.
77 Thames Street	Positive Contributor	Despite modern interventions including the probable removal of a historic shopfront, the restrained Neo-Classical proportions of the principal façade contribute to the Georgian character of Thames Street.
75 Thames Street	Positive Contributor	Despite the loss of historic windows, the restrained Neo-Classical proportions of the principal façade contribute to the Georgian character of Thames Street.
73 Thames Street	Positive Contributor	Originally a three-storey house, currently in commercial usage. Likely constructed when The Avenue was first laid out in the late 19th century, 73 Thames Street features an eclectic mixture of architectural styles – including a prominent Neo-Classical cornice and richly coloured hung tiles inspired by vernacular tradition. The building forms a group with the adjacent number 71 Thames Street.



Address	Heritage Status	Additional Assessment
71 Thames Street	Positive Contributor	Originally residential, 71 Thames Street now incorporates a commercial unit on the corner of Thames Street with residential dwellings to the rear (fronting The Avenue). The building was likely constructed when The Avenue was first laid out in the late 19th century. No.71 Thames Street features an eclectic mixture of architectural styles – including a prominent Neo-Classical cornice and pilasters alongside richly coloured hung tiles and stained glass inspired by vernacular tradition. The building forms a group with the adjacent number 73 Thames Street.
22a-24 Thames Street	Positive Contributor	Terrace, apparently dating from the later 19th century. Although the ground floor has been substantially reconfigured, the richly coloured street-fronting gables and prominent chimney stacks make an important contribution to the streetscape and form a visual stop looking south from The Avenue.
14a Thames Street	Positive Contributor	A simple building with Neo-Classical proportions and a traditional shopfront. The recessed range to the east is excluded.

Address	Heritage Status	Additional Assessment
8b and 8c Thames Street	Positive Contributor	Symmetrical pair of houses in rich red brick with Neo-Classical proportions and features, including a dentilled cornice, sash windows under flat arches and modest flat-roofed porches flanked by pilasters.
39 Thames Street	Positive Contributor	Three-storey building with simple proportions and traditional shopfront features at ground floor level. Contributes to the historic commercial character in the centre of Thames Street.
The Rypeck, Thames Street	Positive Contributor	A late 19th-century house with later eastern extensions. The building has vernacular influences, retaining historic leaded lights with Tudor proportions.
Cambridge Cottage, Thames Street	Positive Contributor	18th or early 19th-century house with surviving historic windows and Neo-Classical proportions/ detailing.
Dax Court, Thames Street	Positive Contributor	A group of four apartment blocks orientated around a central courtyard, built between 1934 and 1957. The buildings have a modernist influence seen in their geometric configuration, stark whitewashing, lack of ornamentation and expansive glazing to admit natural light. The buildings evidence the continued evolution of the riverside at Lower Sunbury into the 20th century.



Address	Heritage Status	Additional Assessment
The Avenue		
1-13 The Avenue	Locally Listed Building	LL/141, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
15-17 The Avenue	Positive Contributor	Pair of late 19th-century symmetrical houses with shared entrance, utilising the same architectural style as the adjacent terrace but over two storeys rather than three.
17 The Avenue	Positive Contributor	Historic dwelling pre-dating the creation of The Avenue in the later 19th century.
19-21 The Avenue	Positive Contributor	Historic dwellings pre-dating the creation of The Avenue in the later 19th century.
23 The Avenue	Positive Contributor	Historic structure pre-dating the creation of The Avenue in the later 19th century.

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Where historic brick boundary walls survive, these are also considered to make a positive contribution to the Conservation Area.

MANYGATE LANE ESTATE
CONSERVATION AREA APPRAISAL
MARCH 2024 (DRAFT)

Pending:
- Full coverage of OS basemapping
- Remove draft stamp



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MANYGATE LANE ESTATE : CONSERVATION AREA APPRAISAL

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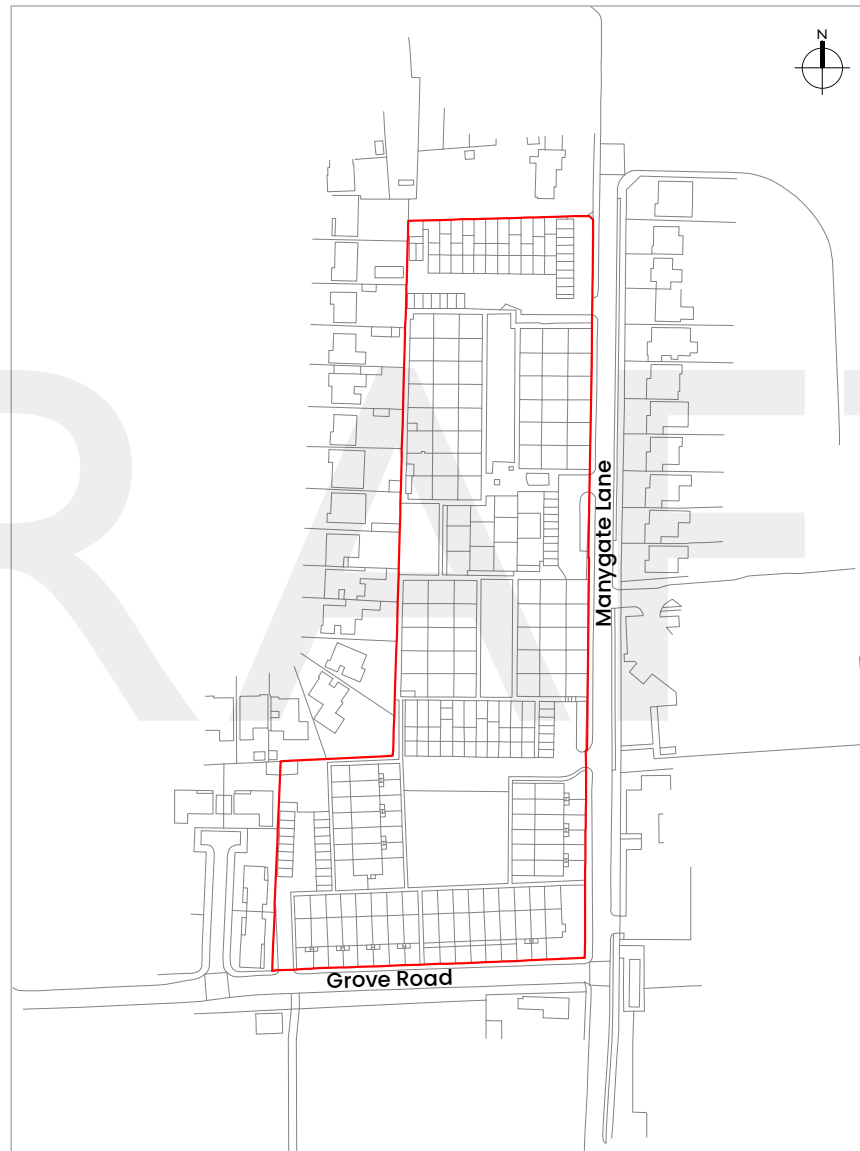


1.1 Introduction

The Manygate Lane Estate Conservation Area was originally designated in October 2002. This Conservation Area Appraisal has been prepared in March 2024 and is intended as Supplementary Planning Guidance. It follows advice given by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management' published 8 February 2019. The boundary of the Conservation Area was also reviewed in March 2024 and it was determined that no amendments were necessary.

This Conservation Area Appraisal seeks to analyse the special architectural and historic interest of the Manygate Lane Estate Conservation Area. It also identifies opportunities for beneficial change and the need for additional protection.

The review of the Manygate Lane Estate Conservation Area and the production of the Conservation Area Appraisal are part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area. It will also enable sustainable decisions to be taken about its future management.



— 2024 Conservation Area Boundary
This plan is not to scale



SECTION 1.0: INTRODUCTION

1.2 Planning Policy Context

Section 69 1(a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a Conservation Area is an 'area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. It goes on to state that the duty of Local Planning Authorities is 'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'.

Section 72 of the 1990 Act further states that, 'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area' (in the exercise of the Local Planning Authority's planning function). In order to carry out this duty the character of the Conservation Area needs to be clearly defined and understood (i.e. a character appraisal).

This appraisal complies with government guidance on the management of the historic environment through the National Planning Policy Framework (NPPF) as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpins the planning system.

Further details on the conservation of heritage assets are set out in the NPPF at Chapter 16, Conserving and enhancing the Historic Environment. Para 195 states that '[Heritage assets] are an irreplaceable resource and should be conserved in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of existing and future generations'.

Para 198 states that 'Local Planning Authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area...' The Manygate Lane Estate Conservation Area Appraisal follows the latest guidance provided by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management (second edition)' published 8 February 2019.

Local planning policy is currently managed under the 2009 Development Plan, which will soon be superseded by the policies set out in the Emerging Local Plan 2022-2037.

1.3 Summary of Key Elements

The key themes and features which define the character of the Manygate Lane Conservation Area are:

- The survival of the estate's original configuration, with terraced housing orientated towards pedestrianised, landscaped courtyards and original garage blocks set back on the edges of the estate.
- The retention of full-height glazing to ground-floor elevations across phases 1 and 2 of the estate (to the north) which reflect the Modernist principles of maximising natural light and blurring boundaries between interior and exterior.
- A stark, aesthetic uniformity across phases 1, 2 (to the north) and to some extent phase 3 (to the south). This was achieved, and has largely been maintained, through the widespread use of white to articulate façades and timber boundary treatments, a strong sense of horizontality achieved through the arrangement of windows and widespread use of flat roofs and the eschewal of mouldings or decoration.

- The prevalence of original boundary treatments, in particular dwarf brick walls which appear to have re-used historic bricks, possibly from the former 19th-century estate which was demolished to make way for the Manygate Lane Estate, and simple timber plank fencing. The scale and simplicity of these boundary treatments establishes a strong sense of connection between the private and public spaces throughout the estate.
- The quality and quantity of green open space and the retention of designed hard and soft landscaping.



2.1 Location and Setting

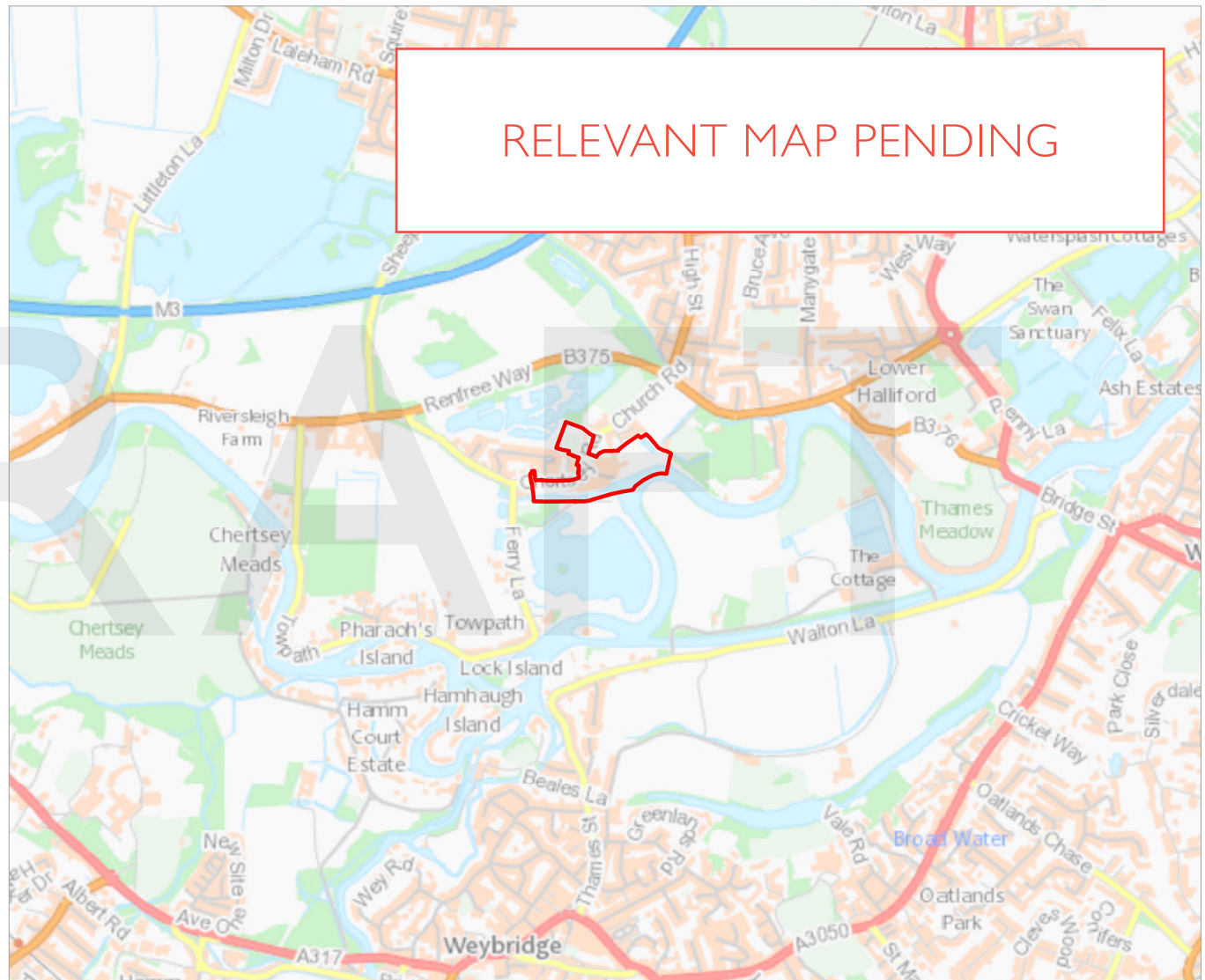
The Manygate Lane Conservation Area is situated between Lower Halliford and Shepperton, due north of the River Thames and approximately half a mile south-east of the M3 motorway. The Manygate Lane Estate occupies the northern half of Manygate Lane (west side), a historic road which connects Green Lane in Shepperton to the north with Russell Road in Lower Halliford to the south.

The surrounding area is urban and residential, developing over the later 19th and 20th centuries following the opening of Shepperton Railway Station in the 1860s. Excluding a few surviving historic villas immediately south of the Conservation Area, all development on Manygate Lane dates from the later 20th and early 21st centuries.

The Conservation Area is bounded to the north, east and west by modern residential development, and to the south by open space in the form of allotments.

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RELEVANT MAP PENDING



LOCATION PLAN

— 2024 Conservation Area Boundary

This plan is not to scale

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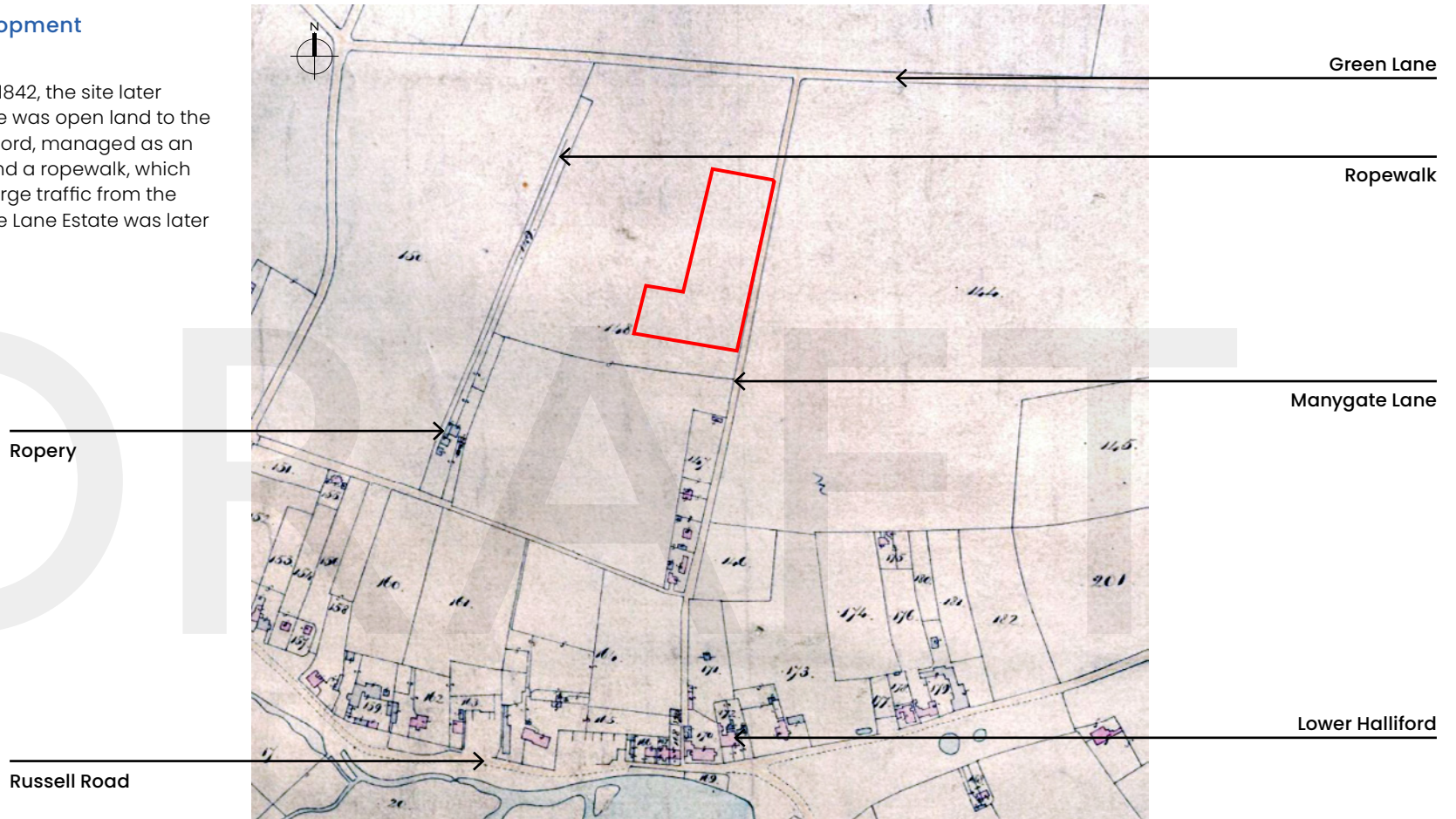
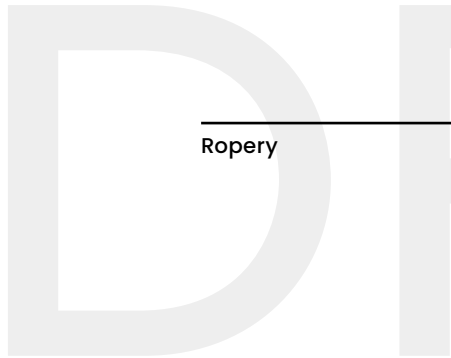


2.2 Origins and Historic Development

2.2.1 Illustrated History

When the tithe map was produced in 1842, the site later occupied by the Manygate Lane Estate was open land to the north of the rural village of Lower Halliford, managed as an allotment. To the west was a ropery and a ropewalk, which likely grew up on account of heavy barge traffic from the River Thames. The site of the Manygate Lane Estate was later used as a brickfield.

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The 1842 tithe map, annotated to illustrate the relationship between the Conservation Area site and wider landscape at this time.

— Approximate boundary of the Manygate Lane Conservation Area

This plan is not to scale

SECTION 2.0: ASSESSING SPECIAL INTEREST

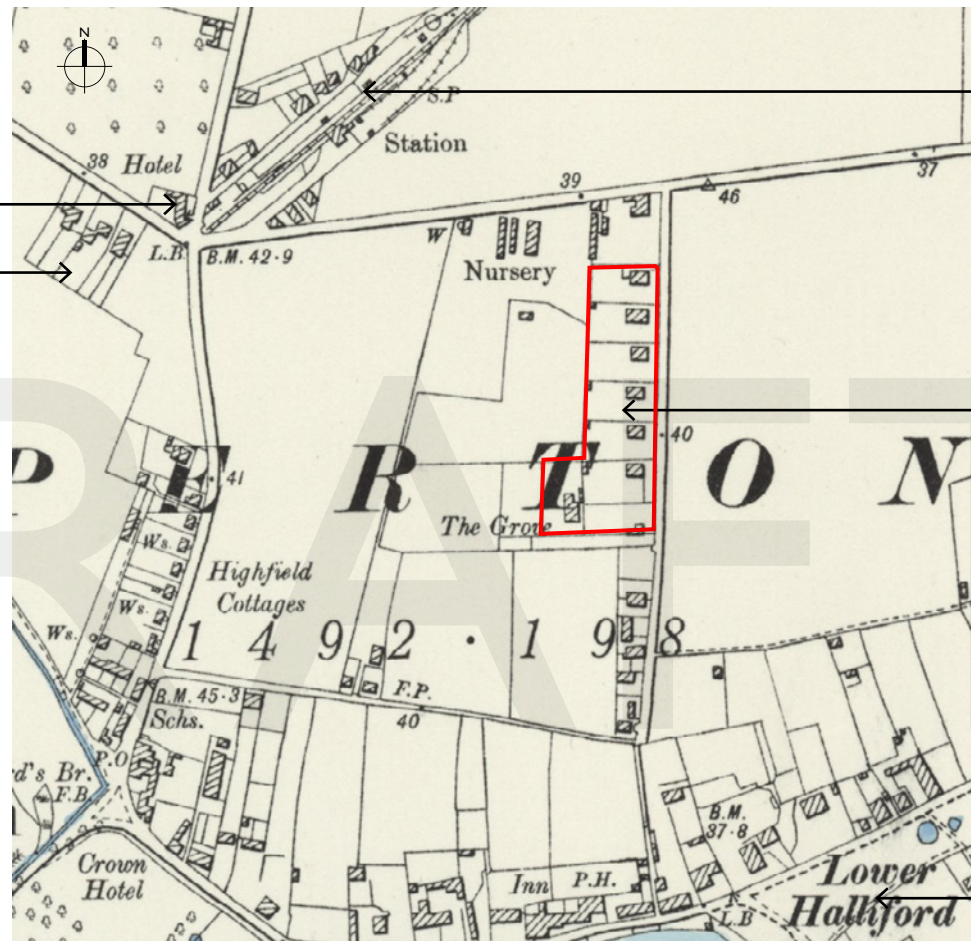


The coming of Shepperton Railway in 1864 encouraged steady urbanisation in the area. The effects of this can be seen in the 1897 Ordnance Survey. In this map, new development clusters around the station and the site later occupied by the Manygate Lane Estate is shown to be occupied by several 19th-century villas. The villas were known together as the Lindsay Estate.

Hotel adjacent to station

Residential development near station

Shepperton Railway Station, opened 1864



Plots which would later be developed into the Manygate Lane Estate, occupied at this point by the late 19th-century villas

Lower Halliford

The later site of the Manygate Lane Estate, as shown in the Ordnance Survey of 1897.

— Approximate boundary of the Manygate Lane Conservation Area

This plan is not to scale

SECTION 2.0: ASSESSING SPECIAL INTEREST



These late-Victorian villas endured until 1963, when they were purchased by the Lyon Group and demolished to make way for the Manygate Lane Estate. The Estate was designed by Swiss architect Edward Schoolheifer, and was built in three phases between 1964 and 1965. The first two phases to the north constituted an experiment in Modernist private sector housing, incorporating a starkly simple design, use of modern materials, shared open spaces and extensive landscaping.

The third phase, to the south, departed somewhat from the architectural language utilised in phases 1 and 2. Apart from the Modernist block to the north, the properties in phase 3 eschewed the flat roofs, expansive glazing and stark materiality which characterised phases 1 and 2, favouring a more traditional approach to mid-20th century estate housing design.

Northern-most block of phase 3, built in the Modernist style like the structures in phases 1 and 2.



PHASES PLAN

- 2024 Conservation Area Boundary
- Phase 1
- Phase 2
- Phase 3

This plan is not to scale

A modern map illustrated to show the three phases of the Manygate Lane Estate, all of which were built in the mid-1960s.

SECTION 2.0: ASSESSING SPECIAL INTEREST



Photographs taken during the construction of the Manygate Lane Estate illustrate that the two-storey houses in phases 1 and 2 incorporated full-height, aluminium-framed glazing at ground floor level which provided views over the shared courtyards. The upper-floor windows also appear to be metal framed. The houses were clad in white-painted timber. Boundary treatments to the two-storey houses originally comprised a mixture of low brick walls and

plain fencing, consisting predominantly of white-painted horizontal planks supported by generously spaced timber posts.

The three-storey residential blocks at the far north of phases 1 and 3 incorporated built-in carports at ground floor level, with the deeply recessed elevations comprising double-height glazing in aluminium frames.



The eastern terrace in phase 1, photographed in 1964. RIBA Collections.



Phase 2, pictured in 1964. RIBA Collections.

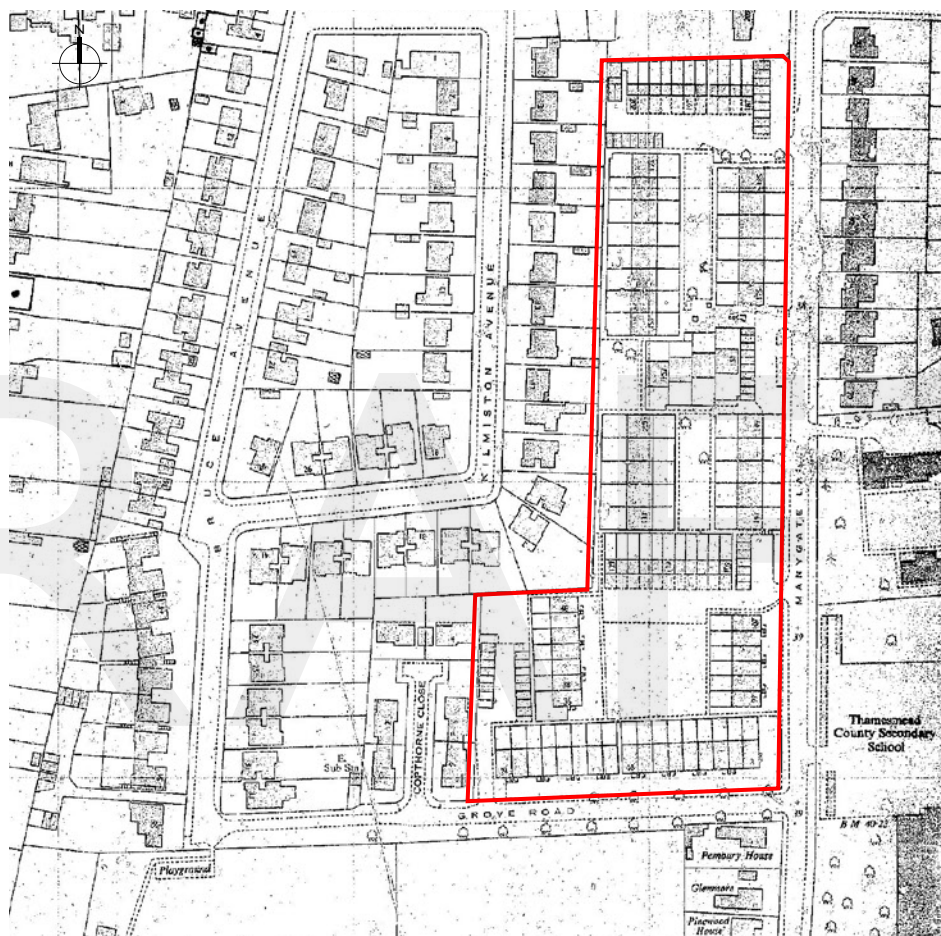


SECTION 2.0: ASSESSING SPECIAL INTEREST

An early map of the estate from 1973 illustrates that the six garage blocks around the estate were part of the original design, and alongside the in-built carports to some of the residential blocks, were intended to mitigate the impact of traffic and parking on the character of the estate.

The deliberate configuration of the houses in relation to the landscaped courtyards and walkways has remained unchanged since the estate was first laid out. There have however been some other changes, including:

- Several extensions to the north façades of both three-storey residential blocks in phases 1 and 3 and some conservatory extensions elsewhere.
- Replacement of many original ground-floor doors.
- The replacement of most first-floor aluminium framed windows with uPVC units across the estate.
- The replacement of some ground floor aluminium framed windows with uPVC units across phases 1 and 2.
- The removal and replacement of some timber cladding to the phase 1 and 2 facias with other materials including uPVC.
- Widespread alteration to original boundary treatments across the estate including fencing, walls and gates.



— Approximate boundary of the Manygate Lane Conservation Area

This plan is not to scale

The Manygate Lane estate as shown in a map from 1973. Landmark Information Group.



2.3 Archaeological Potential

The archaeological landscape of Surrey is documented and protected under the remit of Surrey County Council, who recognise two levels of heritage asset designation in addition to statutory protection (scheduled monuments):

County Sites of Archaeological Importance (CSAI) – sites where there is a proven archaeological presence and where that archaeology is known to be of a standard and quality to require a definite presumption in favour of preservation in-situ.

Areas of High Archaeological Potential (AHAP) – defined zones which have been examined by the County Archaeologist and determined to likely contain good evidence for the existence of archaeological remains. The determination is largely based upon information in the County Historic Environment Record (HER), as well as information on previous finds, past investigations, historic maps, aerial photograph, and thematic surveys.

There are no AHAPs, CSAIs or scheduled monuments in the Manygate Lane Estate Conservation Area.

2.4 Built Form and Architecture

The Manygate Lane Estate, particularly phases 1 and 2 to the north of the site, is an example of Modernist architecture. Modernism developed during the early 20th century, initially in France and Germany, and became popular in England after the Second World War. Responding to new technologies and materials, it was a style which prioritised function over form, and which consciously looked forwards rather than backwards. Key features of Modernist architecture included:

- A preference for new materials and technologies such as steel framing and concrete.
- Minimalist designs with smooth, flat surfaces which eschewed mouldings and ornamentation.
- An emphasis on bright, functional interiors which encouraged the adoption of open-plan layouts and extensive use of glass.
- Deliberate integration between indoors and outdoors and the provision of front and rear gardens for domestic residences.
- Whitewashing of surfaces, which embodied the Modernist aesthetic of stark simplicity and reflected light.
- The use of simple geometric forms which drew a deliberate contrast with the ornate architectural styles of the late 19th century.
- The use of flat roofs to create clean lines and sometimes additional useable space.
- An emphasis on horizontality, in contrast to the traditional emphasis on height and upward direction.

The Modernist houses within the Manygate Lane are of two types. The first type comprises 5 terraces of cubic, double-storey, flat-roofed dwellings flanked by square front and rear gardens. The ground-floor façades have full-height glazing overlooking both shared courtyards and private rear gardens. This creates a sense of permeability between interior and exterior, typical of Modernist design.

Where the original glazing survives at ground-floor level, it is articulated by slender metal frames. In many instances the original frames have been altered or replaced with uPVC units. The first-floor façades are finished with white-painted timber planking (or in many cases a white uPVC replacement).



Original full-height glazing to the ground floor on an east-facing elevation in phase 1. The original plain door, faced with plywood, has been retained in-situ.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The upper storeys to the principal elevations of the Modernist terraces in phases 1 and 2 have different architectural treatments. One side of each block (the west elevation for most) has two vertically arranged windows per dwelling, with aluminium strip filling the gap between the window units and the top/bottom of the upper façade.

The other main elevation (the east façade for most blocks) has one large window per dwelling, configured horizontally across the façade, and one small vertical window. The upper storey to most east-facing elevations projects prominently over the ground floor, supported by slender brick piers.



Modernist terraces in phase 2. The first floor of each residence on the inward-facing (west for this block) has two sets of windows configured vertically.



Modernist terraces in phase 2. Note the horizontally-configured windows and projecting upper storey.



The second type of Modernist dwelling in the estate constitutes three-storey flat-roofed blocks with inbuilt carports at ground-floor level. There is one block at the very northern edge of the estate and one separating the hyper-Modernist phases 1 and 2 from the more conservative phase 3 to the south; this latter block forming part of phase 3. The blocks are long and rectangular in form, each containing 11 separate residences. The first and second floors on the south elevation of each block are entirely glazed, articulated for the most part by slender metal glazing bars (with some uPVC replacements). Each of the glazed façades on the south elevation is deeply recessed with access to a small balcony. Each balcony is separated from the adjacent spaces with tall yellow-brick piers and is bounded by a simple, white-painted timber fence.

The north-facing elevation of each block is glazed at ground floor level, with continuous rows of narrow windows arranged horizontally over sections of white-painted concrete at first and second-floor level. The size of these windows differs on each block. Most have been replaced with uPVC units.



The south elevation of three-storey Modernist block in phase 1, to the north of the estate.

SECTION 2.0: ASSESSING SPECIAL INTEREST



Most of the terraces in phase 3, to the south of the estate, represent a more conservative architectural approach. The materials palette is warmer, using red brick in contrast with the white render and grey and yellow brick used to the north of the estate. Many of the properties are decorated with scalloped hung tiles, and roofs are pitched instead of flat. Some Modernist influence can be seen in the plain, horizontally-arranged windows, flat façades, some use of white-painted timber cladding (or uPVC replacement) and flat-roofed porches.

There are several uniform flat-roofed garage blocks of varying lengths around the edges of the estate, all constructed in brick with a whitewashed timber lintel over each garage door. Boundary treatments are a mixture of brick dwarf walls, horizontal timber board fencing and modern fencing panels. The integrity of the low brick walls to the shared courtyard in phase 1 is particularly well preserved. Gates are stylistically varied; there are a few examples of sympathetic geometric designs, whilst others incorporate traditional patterns at odds with the stark Modernist character of the buildings.



The southern-most terrace on the estate, part of phase 3. The approach is far less austere than phases 1 and 2, incorporating a warmer materials palette and decorative hung tiles.



Plain, white-painted timber 'hit and miss' fencing in phase 3 of the estate.



A sympathetic example of a gate which utilises clean, geometric lines and complements the Modernist character of the wider estate.



2.5 Trees and Open Spaces

The Manygate Lane Estate was designed to integrate buildings with green spaces and all the houses front onto one of the three principal open spaces. The open spaces are for the enjoyment of residents of the estate and are not visible from the public realm. As such they have a hidden, garden square character.

The two spaces to the north and middle of the estate are rectangular and relatively formal in appearance. They are lawned with maturing specimen trees and a bordering path. The soft-landscaped front gardens flanking the open space visually extend its appearance. The northern space has a hard-landscaped area with gravel and a Modernist sculpture. The southern open space is square and is more informal, lawned with planted beds and multiple mature trees which afford a more enclosed character.

There are two further, smaller green spaces; one between phases 1 and 2 and the other to the west of phase 3. Both have a simpler design but are likewise lawned with some shrubbery and small trees.



The central garden of phase 1.



Hard-landscape area of the phase 1 garden.



The square garden at the centre of phase 3.



2.6 Views

As a designed Modernist estate views and vistas would have been an integral part of the design. However, as there are no landmarks, with all blocks in the estate taking equal visual prominence, there are no specific designed views. Views across the open spaces, glimpsed views between blocks and oblique views of the linear blocks are all frequent and contribute to the special interest of the Conservation Area.



Oblique views of the linear blocks and across the green spaces are a key part of experiencing the estate.



Glimpsed views between blocks and along pathways are part of the character of the Conservation Area.



Boundary treatments: Front, side and rear boundaries are a key element of the design of the Manygate Lane Estate. Original boundary treatments were a mix of brick and horizontal timber board fencing of distinctive design. Over time, some original boundary treatments have been replaced with inappropriate featheredge fencing, fence panels and rendered blockwork. There has also been some introduction of additional fencing above low brick walls. Where this has occurred it visually jars against the cohesive character of the Conservation Area. There are opportunities to enhance the Conservation Area through reinstatement of historically and architecturally appropriate boundary treatments where these have been lost and removal of inappropriate additions.

UPVC windows and doors: The original windows and doors of the estate were slender, metal-framed units, a number of which survive. However, there has been largescale loss of original windows and their replacement with inappropriate uPVC units. Such units detract from the architectural character of the estate due to their chunkier frames which frequently project beyond the elevation line; their white colour; and different glazing patterns from dwelling to dwelling disrupting the otherwise consistent elevations. There is considerable opportunity to enhance the Conservation Area by returning, when opportunities arise, the windows and doors back towards their original design. Standard details and products should be determined to ensure consistency. Where original windows and doors survive, it is critical that these are retained.

Replacement cladding: Similarly to the replacement of windows, the vertical timber cladding present on many of the dwellings has been replaced by imitation plastic cladding. This detracts from the special interest of the Conservation Area as it is not in keeping with the period of the estate and has a very different appearance to the original timber. There is considerable opportunity to enhance the Conservation Area by re-instating, when opportunities arise, the original design and materiality of the cladding. Standard details and products should be determined to ensure consistency. Where original cladding survives, it is critical that this is retained.

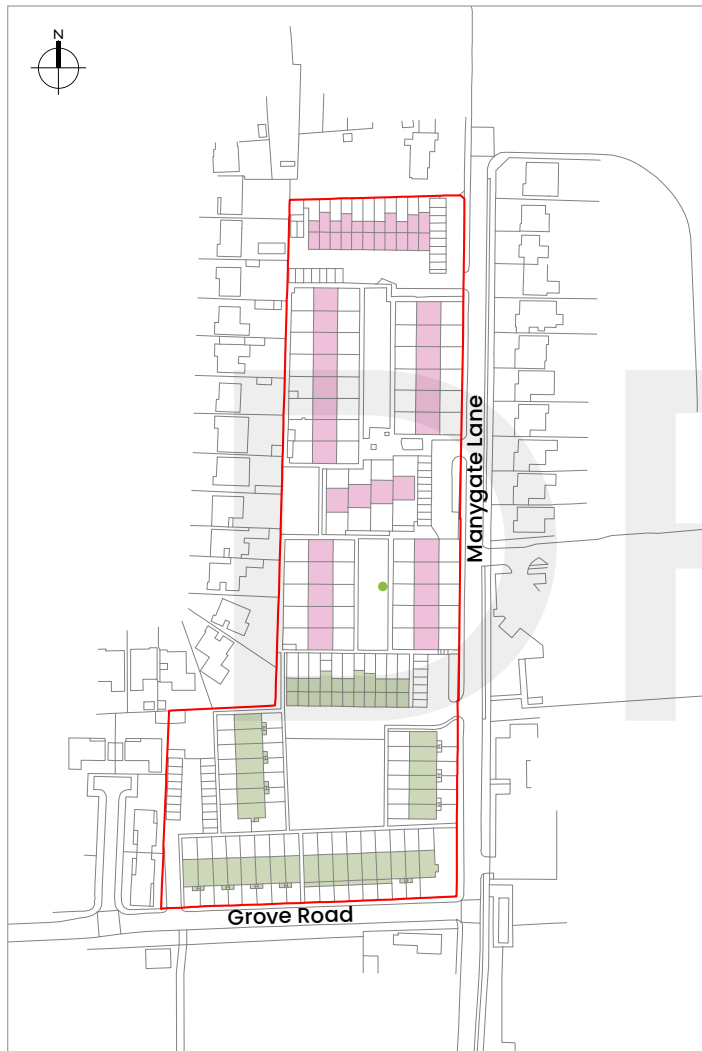
Extension of buildings: There has been some unfortunate extension to some dwellings. Although these are rear extensions, they are still visible from the paths, alleys and open spaces between the built blocks. The extensions, mostly in the form of conservatories, disrupt the original architectural intent and detract from the special interest of the Conservation Area. Further extension should be avoided to maintain the integrity of the design of the estate.



Inappropriate replacement of boundary treatments.



Many windows in the estate have been replaced with uPVC units as shown here at first floor level and in the central dwelling at ground floor.



HERITAGE ASSETS AND MANAGEMENT OPPORTUNITIES

- 2024 Conservation Area Boundary
- Locally Listed Building
- Positive Contributor
- Tree Preservation Order
- Opportunity for Enhancement

This plan is not to scale

4.1 Conservation Area Designation - Control Measures

In order to protect and enhance the Conservation Area, any changes that take place must conserve its character and special interest. Statutory control measures are intended to prevent development that may have an individually or cumulatively negative effect. Control measures within include:

- Planning permission will usually be required to totally or substantially demolish buildings or structures (including walls). This will also need a heritage statement (sometimes called a heritage impact assessment) as part of the application.
- The extent to which permitted development (i.e. changes that are allowed without requiring consent from the local authority) may be restricted. For example, replacement windows, different elevational finishes or the installation of satellite dishes.
- Trees with a diameter of 75mm or greater, measured as 1.5m above the soil level are protected. Any work proposed to these trees requires permission from the local authority by means of a planning application. This allows the authority to determine whether a tree preservation order (TPO) is necessary.
- Advertisements and other commercial signage may be subject to additional controls and/or require planning permission.



4.2 Conservation Aims and Best Practice

There is no generally accepted detailed definition of 'best practice' in conservation: it is a term used to describe the management of change (including repair) so that the integrity and character of a historic site is not eroded or compromised. It is not the intention of conservation best practice to prevent change from happening: alterations can still be carried out but should be subject to additional scrutiny to ensure that the special interest of the Conservation Area is protected.

It is the purpose of this Appraisal to provide guidance that will help achieve these aims. Overall, any change in the Manygate Lane Estate Conservation Area should seek to:

- Preserve its historical features;
- Enhance, where possible, its special interest;
- Positively contribute to its established character; and
- Be high quality.

4.3 Positive Contributors and Opportunities for Enhancement

A positive contributor is a building, structure or feature which beneficially adds to the overall character of its local area. The extent to which a building will positively contribute will largely depend on the integrity of its historic form and is not restricted to its principal elevation. For example, roofscapes and side/rear elevations can all make a positive contribution. Modern buildings can also make a positive contribution where they have been sensitively designed to suit their setting. A list of positive contributors in the Manygate Lane Estate Conservation Area is included in Appendix A; these are also identified on the heritage assets plan on the previous page.

Criteria for identifying positive contributors include:

- Group value;
- Associations with notable architects or other historical figures;
- Position and presence within the streetscape;
- Use of characteristic materials, architectural motifs or detailing;
- Physical or historical relationship with neighbouring buildings; and
- Historical use.

Beyond general conservation best practices, there is scope for additional enhancement within the Conservation Area; specifically returning windows, doors and cladding back to their original materials and designs. Similarly reinstating appropriate boundary treatments where these have been lost would also constitute enhancement.

4.4 Repairs and Replacement

4.4.1 'Like-For-Like'

A term that is frequently used in conservation is 'like-for-like' replacement or repair. This is frequently – and mistakenly – taken to mean that a modern alternative that generally echoes the style of the element removed is acceptable. However, this is not accurate or acceptable. Like-for-like should always be interpreted as an alternative that matches the historic element removed in terms of its material, dimensions, method of construction, finish, means of installation and any other feature specific to the original element, such that the modern replacement is hardly discernible from the original (accepting that its condition will be greatly improved where the original has failed beyond repair).

4.4.2 Repairs and Replacement

Repairs and replacement are inevitable with any building or site, regardless of age; however, within a conservation area, it is especially important that this is carried out sensitively to protect the historic fabric of its buildings and respect the character of the wider area. Key points to remember when looking to carry out repair work or install replacement features are:

- A method of repair that was suitable for one building may not be suitable for another. Repair and replacement should always be considered on a case-by-case basis.
- Repairs using appropriate materials and techniques are always preferable over wholesale replacement.
- Where a historic feature has degraded beyond repair, replacement should be carried out on a like-for-like basis.
- Where seeking to improve failing modern features, an appropriately-designed alternative using appropriate materials is preferable.
- Repairs should use suitable materials informed by an understanding of how the building performs, particularly in relation to moisture management.
- Due consideration should be given to the sustainability of the repair or replacement, i.e. what is its lifespan? What maintenance will be required to prolong this?
- Reversibility is an important consideration as better alternative may become available in the future.
- Historic external detailing should be retained or, where damaged beyond repair, replaced on a like-for-like basis. This includes (but is not limited to): the texture, colour and materiality of render, cladding and boundary treatments.



- The reinstatement of historic features that have been lost is favourable. For example, re-exposing brickwork that had been rendered or painted over.

The repair and replacement of windows can have a notable effect on the character and special interest of a conservation area, both positively and negatively. The aim should always be to retain historic windows wherever they survive, carrying out refurbishment work where needed to make sure they remain usable. In the context of the Manygate Lane Estate, metal frames are preferable over uPVC for a number of reasons, mainly their comparative slimness and breathable quality which has a positive knock-on effect on the overall condition of the historic building.

4.5 Maintenance

Maintenance differs from repair in that it is a pre-planned, regular activity intended to reduce instances where remedial or unforeseen work is needed. The higher the levels of maintenance, the less need to carry out repairs. Regular maintenance activity should include annual gutter clearing, seasonal vegetation control and repainting external joinery with an oil-based paint. This is not an exhaustive list and each historic building will have its own specific needs. Larger historic buildings and those which are listed may benefit from occasional condition surveys (usually around every five years) to highlight their individual maintenance and repair needs.

The maintenance requirement of a building will depend on its age, materials and susceptibility to wear. Historic England, the Society for the Protection of Ancient Buildings (SPAB) and other heritage bodies publish specialist guidance on the suitable maintenance and repair methods for different historic buildings.

4.6 Trees

Trees are afforded extra protection within the Conservation Area and there is one tree preservation order already in place. Any tree surgery work should be carried out only once the relevant permission has been sought. The management of the planted elements within the Conservation Area is beneficial to its overall appearance and potentially also to the condition of the buildings where root damage may pose a threat.

4.7 Modern and New Development

It is not the intention of conservation area designation to prevent new development or entirely exclude existing modern development where this is woven into a surrounding historic space. Instead, it puts in place a process whereby any proposals are more thoroughly studied to ensure that the special interest of the conservation area is protected and opportunities to improve its character are identified.

New development can range from entire new buildings to the introduction of new features, however small, on existing buildings. New development within the setting of the Conservation Area should also be carefully managed as it has the potential to detract from its character and special interest. Any proposals will need to be considered on a case-by-case basis and take account of:

- The significance of any existing building affected;
- The impact on the setting of neighbouring listed buildings and/or positive contributors;
- How appropriate features and materials can be incorporated into the new design;
- Whether or not any historical plot boundaries survive or could be recoverable;

- The impact of the overall scale, massing and design on the wider streetscape;
- The loss of any important rear/side elevations or views of these;
- Characteristic boundary treatments and planting;
- The potential for below-ground or built archaeology; and
- Any other heritage or conservation constraints identified.

The addition of new features on existing buildings can be detrimental to the individual buildings as well as the overall character of their wider setting if unmanaged. Specifically:

- Television aerials and satellite dishes should not be fixed to principal or highly visible elevations, or chimneystacks.
- Features such as external lighting and security cameras should be as discreet as possible.
- Solar panels should be restricted to rear or secondary elevations, especially where a building forms one of a group.
- Internal alterations can have an external impact; for example, staircases cutting across windows.



'Shepperton: The hundred of Spelthorne (continued)', in *A History of the County of Middlesex: Volume 3, Shepperton, Staines, Stanwell, Sunbury, Teddington, Heston and Isleworth, Twickenham, Cowley, Cranford, West Drayton, Greenford, Hanwell, Harefield and Harlington*, ed. Susan Reynolds (London, 1962), pp. 1-12. British History Online <http://www.british-history.ac.uk/vch/middx/vol3/pp1-12>

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Historic England, <https://historicengland.org.uk/>

Society for the Protection of Ancient Buildings, <https://www.spab.org.uk/advice>

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Address	Heritage Status	Additional Assessment
Manygate Lane Estate (Phase 1 and 2) Nos (131 – 149) and (151 – 207) odd, Manygate Lane	Locally Listed Building	LL/085, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Manygate Lane Estate (Phase 3) Nos (2 – 48) even, Grove Road and (97 – 129) odd, Manygate Lane	Positive Contributor	Third phase of private, modernist-style housing estate. Nos. 109-129 same design as Phases 1 and 2 which are locally listed. Remainder are good quality examples of post-war housing and share a familial relationship with northern phases in terms of layout, materials and details.

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SHEPPERTON
CONSERVATION AREA APPRAISAL
MARCH 2024 (DRAFT)

- Pending:
- Full coverage of OS basemapping
 - CA boundary on historic maps
 - Remove draft stamp



SHEPPERTON: CONSERVATION AREA APPRAISAL

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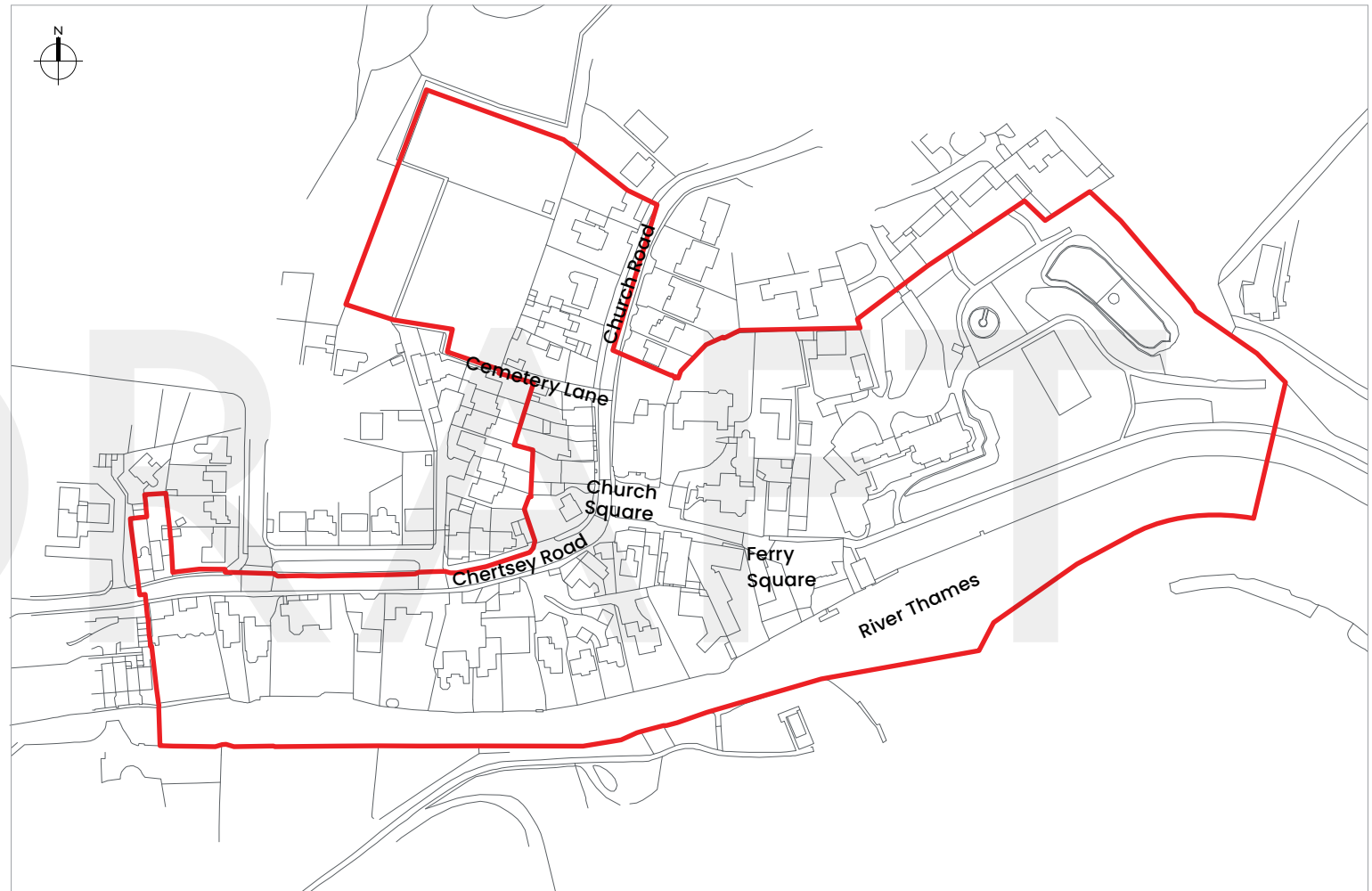


1.1 Introduction

The Shepperton Conservation Area was originally designated in February 1970. This Conservation Area Appraisal has been prepared in March 2024 and is intended as Supplementary Planning Guidance. It follows advice given by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management' published 8 February 2019.

This Conservation Area Appraisal seeks to analyse the special architectural and historic interest of the Shepperton Conservation Area. It also identifies opportunities for beneficial change and the need for additional protection. The Appraisal also reviews the boundary and provides justification for a series of recommended alterations.

The review of the Shepperton Conservation Area and the production of the Conservation Area Appraisal are part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area. It will also enable sustainable decisions to be taken about its future management.



— 2024 Conservation Area Boundary

This plan is not to scale



1.2 Planning Policy Context

Section 69 1(a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a Conservation Area is an 'area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. It goes on to state that the duty of Local Planning Authorities is 'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'.

Section 72 of the 1990 Act further states that, 'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area' (in the exercise of the Local Planning Authority's planning function). In order to carry out this duty the character of the Conservation Area needs to be clearly defined and understood (i.e. a character appraisal).

This appraisal complies with government guidance on the management of the historic environment through the National Planning Policy Framework (NPPF) as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpins the planning system.

Further details of the conservation of heritage assets are set out in the NPPF at Chapter 16, Conserving and enhancing the Historic Environment. Para 195 states that '[Heritage assets] are an irreplaceable resource and should be conserved in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of existing and future generations'.

Para 198 states that 'Local Planning Authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area...' The Shepperton Conservation Area Appraisal follows the latest guidance provided by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management (second edition)' published 8 February 2019.

Local planning policy is currently managed under the 2009 Development Plan, which will soon be superseded by the policies set out in the Emerging Local Plan 2022-2037.

1.3 Summary of Key Elements

The key themes and features which define the character of the Shepperton Conservation Area are:

- Its origins as a rural medieval village with a long history of occupation.
- Its historic configuration, centred around the church and Church Square, and the retention of its principal historic thoroughfares.
- Domestic scale and massing, with a mixture of street-fronting development and buildings set back behind gardens and brick boundary walls.
- The prominence of the 17th-century church with its distinctive 18th-century brown brick tower.
- A strong Neo-Classical character, typical of 18th and 19th-century development, which is shared across buildings of varying historic statuses.

- Vernacular and traditional architecture styles are also present illustrating the evolution of the village either side of the Georgian period.
- A traditionally styled public realm, with boundary treatments and street lanterns which enhance the historic character of the Conservation Area.
- The porous nature of the public realm which grants easy access to the 19th-century cemetery off Church Street and the riverside.
- Mature planting within and adjacent to important open spaces, including the cemetery, Church Square and Ferry Square.

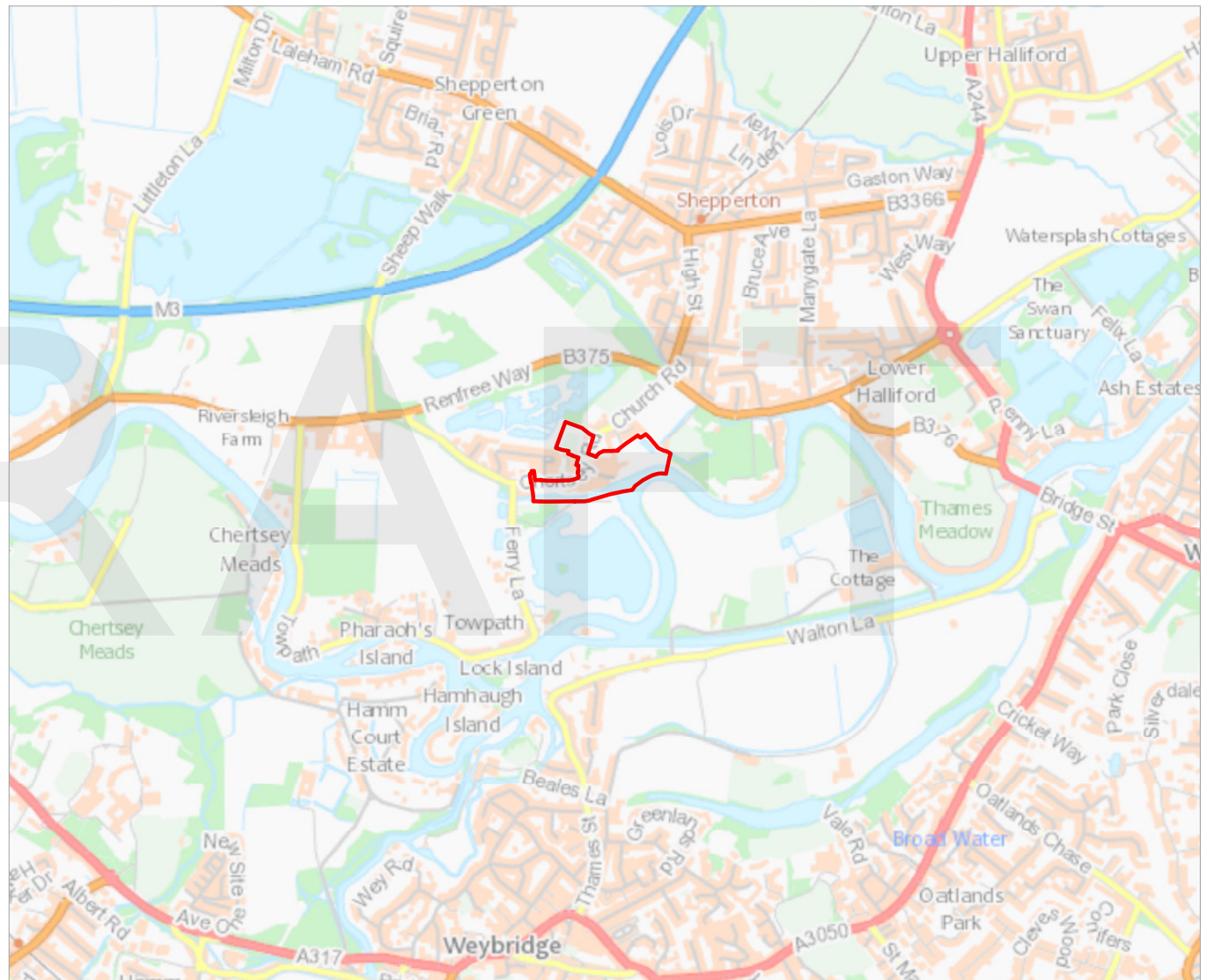


2.1 Location and Setting

The Shepperton Conservation Area is formed of the historic core of Shepperton village, on the north bank of the River Thames and approximately half a mile south-east of the M3 motorway. The historic village is concentrated around the 17th-century church and is situated to the south-west of the later area of settlement to the north, which grew up around the Shepperton railway station in the later 19th and 20th centuries. Principal access routes are via Shepperton High Street from the north, the B375 (Russell Road) from the east, Chertsey Road from the south-west and Chertsey Road/Renfree Way from the west.

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LOCATION PLAN

— 2024 Conservation Area Boundary

This plan is not to scale

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2.2 Origins and Historic Development

2.2.1 Timeline

Early History

Archaeological evidence points to a long history of occupation around Shepperton. Finds include a Neolithic henge north of Shepperton Green, an Iron Age inhumation on Chertsey Road and Romano-British sherds at Upper West Field to the west of the historic core.

Anglo-Saxon Shepperton

The remains of three Anglo-Saxon cemeteries have been identified in the wider parish, one of which was at War Close (now Manor Park) just outside the Conservation Area boundary. The name 'Shepperton' is Old English in provenance, and originally referred to a 'shepherd's settlement'.

Shepperton in the Middle Ages

The historic core of the Shepperton today likely represents the western extent of the medieval settlement, with older development to the east having been lost due to erosion from the Thames in previous centuries. The current line of Church Road and Russell Road is likely to be a later thoroughfare diverted inland during the 15th or 16th centuries, on account of erosion to the previous route between Shepperton and Lower Halliford.

16th and 17th Centuries

Little is known of the village following the period covered by medieval manor accounts, though some architecture remains from the 16th and 17th centuries. The Rectory north of the church (Grade II* listed) encompasses part of a late-15th or early 16th-century hall house, and Winches Cottage (Grade II listed) was built during the late 16th and 17th centuries. Flooding destroyed the medieval church in the 16th century, and the current Church of St Nicholas was built in the late 16th or early 17th slightly further west.

18th Century

Although the 18th-century village did not share in the prosperity of other riverside settlements further downstream, development was still taking place with many domestic structures built at this time, particularly around Church Square. Together these buildings illustrate the 18th-century fashion for Neo-Classical architecture. The distinctive brick tower to the church was erected in 1710.

19th Century

The general character of Shepperton was described in the early 19th century as 'mean and neglected,' and several one and two-roomed cottages were replaced in the middle of the century. The early 19th century saw the construction of substantial private dwellings within the boundary of the Conservation Area, including the Manor House and Creek House on Chertsey Road. The Anchor Hotel on Church Square was built in the mid-late 19th century, on the site of a former hostelry. The opening of the Railway Station in 1864 drew 19th and 20th-century development to the north of the village, creating a clear distinction between 'old' and 'new' Shepperton.

20th and 21st Centuries

Shepperton Conservation Area was designated in 1970. Changes since that time include the laying out of the Renfree Way bypass to the north of the village centre, the addition of several secondary roads and cul-de-sacs on the northern side of Chertsey Road and areas of residential infill throughout the village.



2.2.2 Illustrated Historical Development

Cary's map of 1801 shows the small rural settlement of Shepperton, centred on the early 17th-century Church of St Nicholas. The River Thames supported trade and industry in the village. In the 17th century Shepperton was a recognised barge halt and in the early 19th century it was the headquarters of several owners of barge horses. However, proximity to the river brought threats as well as opportunities; the medieval church, which had been sited eastwards of its current location, was swept away by flooding in the 16th century.

Cary's map shows the distinctive crank of Church Road, which records suggest may be a later thoroughfare diverted inland during the 15th or 16th centuries, on account of erosion to the previous route between Shepperton and Lower Halliford.

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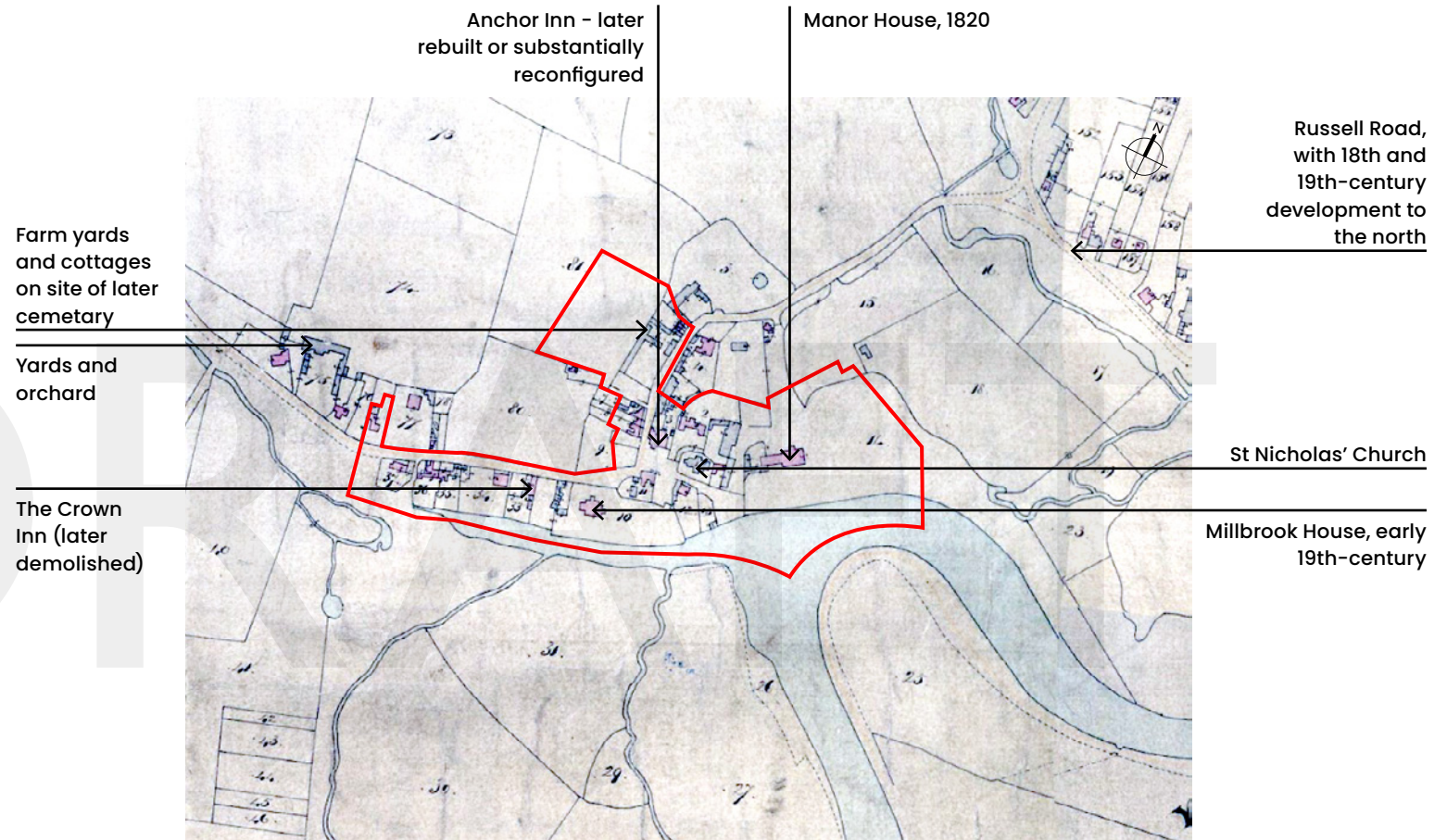
Shepperton as shown in John Cary's map of Middlesex, 1801.

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The tithe map of 1842 shows the historic core of Shepperton centred around the parish church. To the north was a linear stretch of residential development along the north side of Russell Road, part of adjacent Lower Halliford, which was later vastly expanded.

The prevalence of gardens, meadows, allotments, orchards and farmyards on the tithe map demonstrates the importance of agriculture to the mid-19th century village. The tithe apportionments record most of the structures in the historic core as modest houses and cottages, with some substantial dwellings (including the early 19th-century Manor House east of the church and Millbrook House off Chertsey Road) and two inns.



Shepperton as shown in the Tithe Map of 1842.

SECTION 2.0: ASSESSING SPECIAL INTEREST

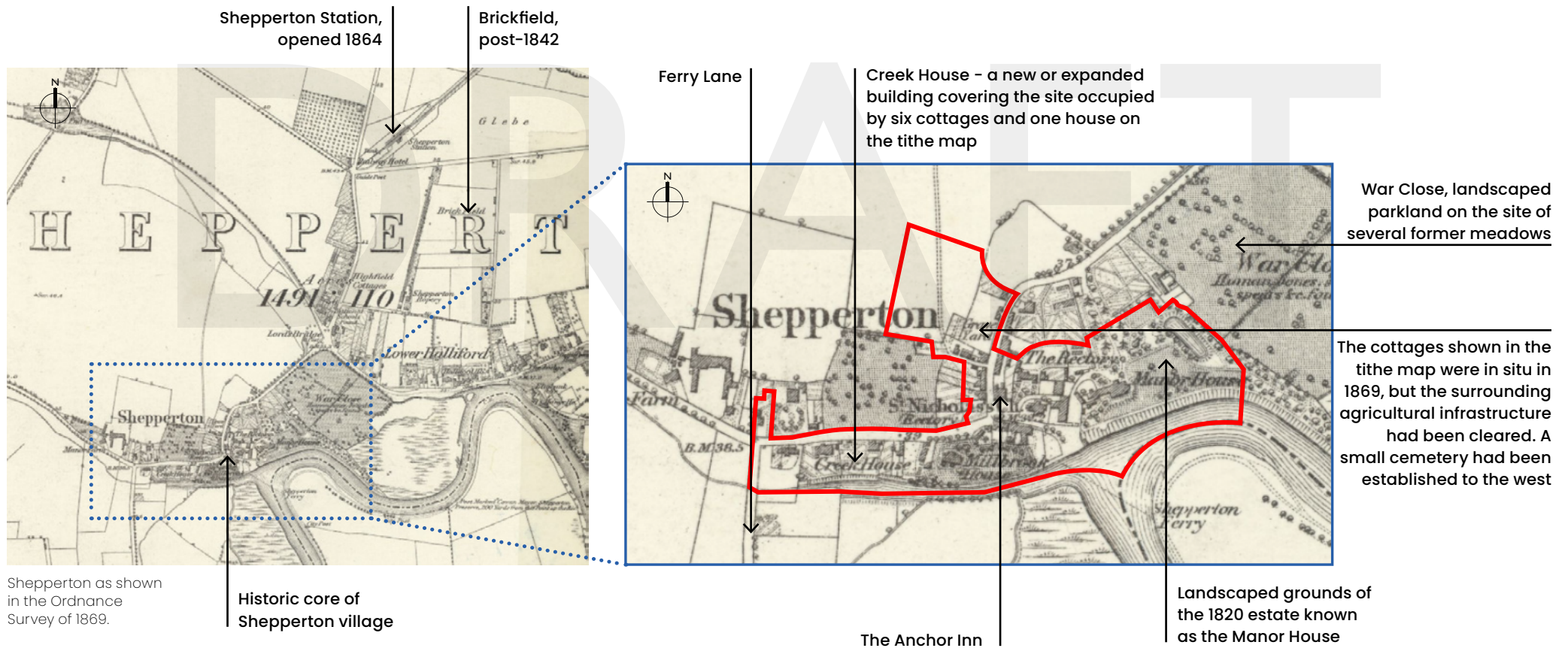


The Ordnance Survey of 1869 illustrates several changes within and adjacent to the historic core of Shepperton since the title map was produced in 1842. The area recorded as 'farm yards & three cottages' off Church Road on the earlier map was by 1869 a cemetery, the cottages retained but the agricultural infrastructure demolished. On the south side of Chertsey Road, on the riverside, several smaller dwellings appear to have been cleared and two plots amalgamated

to provide Creek House and its associated grounds. The Anchor Inn had been rebuilt since 1842, and is shown in the 1869 Ordnance Survey to roughly accord with its present proportions.

The boundaries running across the open land to the east of the Manor House, all under the same ownership in 1842, appear to have been altered by 1869. Five separate parcels

of land had been amalgamated into two large plots known together as 'War Close', which appears in the 1869 Ordnance Survey to have a parkland character with a small pond and scattered tree planting. Ferry Lane, connecting Shepperton with the Weybridge Ferry, had been cut in 1863. To the north of the village, the opening of the new railway and brickfield kick-started the process of urbanisation and population growth which characterised future development in the area.



Shepperton as shown in the Ordnance Survey of 1869.

Historic core of Shepperton village

The Anchor Inn

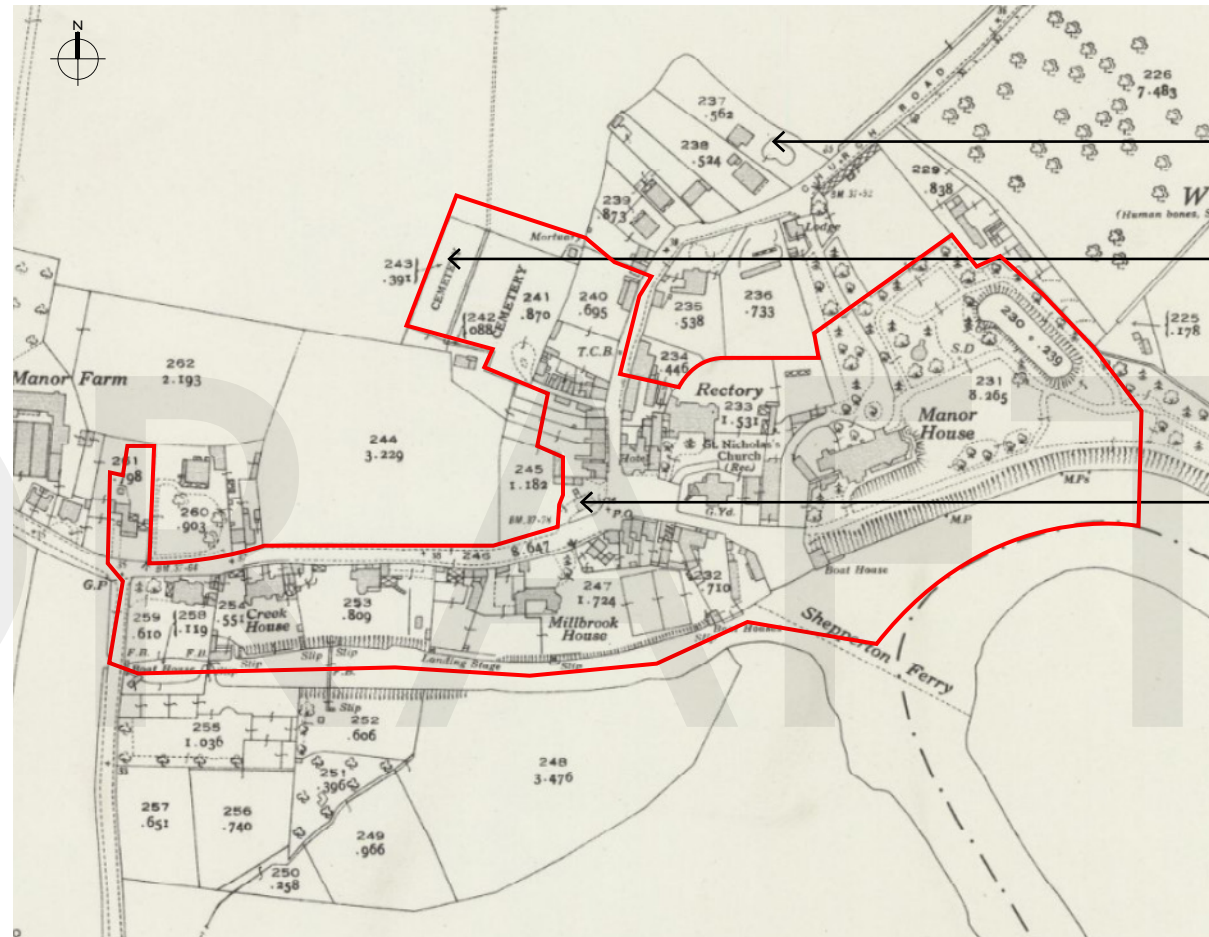
Landscaped grounds of the 1820 estate known as the Manor House

SECTION 2.0: ASSESSING SPECIAL INTEREST



Historic maps show little change within the centre of the village during the later 19th and early 20th centuries. The cemetery to the west of Church Road had been extended northwards by 1897 and had doubled in width by 1913. Local development continued to occur around the railway station to the north, whilst the open land to north-east of the historic core retained a sense of separation between the older nucleus around St Nicholas' Church and the later suburbs north of Russell Road.

Between 1920 and 1936, the historic core of Shepperton saw some new residential development on Church Road, just north of the Conservation Area boundary. The eclectic filling station (not car sales garage) adjacent to Church Square had been built, and the village cemetery had been expanded.



Shepperton as shown in the Ordnance Survey of 1936.

Five new houses west of Church Road

Cemetery extended slightly west since 1920

Inter-war filling station

SECTION 2.0: ASSESSING SPECIAL INTEREST



The Ordnance Survey of 1969 was published the year before the designation of Shepperton Conservation Area and captures the layout and configuration of the village at that time. The map demonstrates the clear distinction between the historic core of the village and the 19th and 20th-century suburban development which had gradually expanded Shepperton to the north-east. The historic settlement around the 17th-century church, on the bank of the Thames, appears in 1969 much as it had done in the tithe map of 1842. One key change was some additional residential development on the eastern side of Church Road, in the former grounds of the Manor House.

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Limited change within the historic core between 1936 and 1969 includes new residential development on Church Street, within the former grounds of the Manor House



19th and 20th-century suburban development around the railway station

Shepperton Railway Station

19th and 20th-century suburban development around the railway station

Historic core of Shepperton village

Shepperton as shown in the Ordnance Survey of 1969.



2.3 Archaeological Potential

The archaeological landscape of Surrey is documented and protected under the remit of Surrey County Council, who recognise two levels of heritage asset designation in addition to statutory protection (scheduled monuments):

County Sites of Archaeological Importance (CSAI) – sites where there is a proven archaeological presence and where that archaeology is known to be of a standard and quality to require a definite presumption in favour of preservation in-situ.

Areas of High Archaeological Potential (AHAP) – defined zones which have been examined by the County Archaeologist and determined to likely contain good evidence for the existence of archaeological remains. The determination is largely based upon information in the County Historic Environment Record (HER), as well as information on previous finds, past investigations, historic maps, aerial photograph, and thematic surveys.

Much of the Shepperton Conservation Area is overlapped by an AHAP, comprising the settlement’s medieval core. Immediately bordering to the north-east is an AHAP comprising an Anglo-Saxon cemetery. Both areas are recognised for their very high significance. There are no scheduled monuments in the Conservation Area.

2.4 Built Form and Architecture

Shepperton has an irregular urban grain which illustrates its organic development over the centuries. The built structures are most concentrated in and around Church Square, once the village green and the oldest part of the Conservation Area. The early 17th-century church forms a focal point, its distinctive brown brick tower of 1710 illustrating the relative youth of the church, which was rebuilt following disastrous flooding in the 16th century.

The secular buildings around Church Square are a mixture of modest two-storey 18th-century houses and larger two or three-storey structures such as the multi-phase Warren Lodge Hotel and the 19th-century Anchor Inn. Most fronting directly onto the public realm. This contrasts with the looser grain on the south side of Chertsey Road, which is characterised by grand 19th-century detached villas, set back from the road behind gardens and high brick walls.

The character of the Conservation Area is generally domestic, with commercial usage predominating in Church Square today. All the 18th-century properties in Church Square were purpose-built as houses, and their original use is still readable. Historic shopfront windows at Ye Olde House and 1 Church Square illustrate how the buildings in this area have been adapted over time. The petrol-pump canopy from the 1930s Anchor Service Station survives as part of a modern car showroom; an unusual survivor of an ‘oriental-style’ inter-war filling station.⁰¹

The roofscape is varied, with a mixture of single and double pitched, hipped, mansard roofs and parapets throughout the Conservation Area.



The distinctive brown brick tower of 1710, seen from Church Square.



An example of a high brick boundary wall on the south side of Chertsey Road.

⁰¹ Historic England, *Buildings and Infrastructure for the Motor Car*, 2016.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The Conservation Area generally has a Georgian character, consistent with the 18th and early 19th century fashion for restrained Neo-Classical architecture. Many of the 18th-century domestic buildings within the Conservation Area employ symmetrically arranged sash windows, pediments and flat roofed porches supported by scrolled brackets. Millbrook House and Mill Eyot on Chertsey Road incorporate grander classical porches supported by slender columns, whilst at the Manor House the Georgian fashion for regularly arranged bay/oriel windows and verandas is demonstrated. In all cases the use of classical ornament is deliberately restrained, creating a sense of architectural coherence which is shared across buildings of varying historic statuses.



A terrace of Grade II listed 18th-century houses on Church Road. Typical 18th-century features include the regular arrangement of sash windows, small flat-roofed porches supported by scrolled brackets and dentils under the eaves (to No. 2 Lime Tree Cottages).



Classical motifs to the flat-roofed portico at the 19th-century Anchor Hotel on Church Square. The use of decorative moulding is unusually rich when compared to the restrained use of Classicism seen elsewhere in the Conservation Area. The age of the portico and its relationship to the original building is unclear, although it is visible in a photograph of the hotel from 1915.⁰²



The regular fenestration and grand doric portico at Mill Eyot are typical Neo-Classical features. The wavy-edged bargeboards and finials are however more reminiscent of the 19th-century Gothic revival. Mill Eyot was built in the mid-19th century when Gothic was beginning to eclipse Neo-Classical as the dominant architectural style.



Millbrook House, Chertsey Road. This early 19th-century building utilises a restrained Neo-Classical style with a highly symmetrical façade, parapet, formal portico and flat arches over sash windows.

⁰² <https://www.villagematters.co.uk/sunbury-matters/sunbury-matters-articles/2016/09/the-anchor-hotel-shepperton>

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To a lesser degree, more vernacular and traditional styles are also present including features such as asymmetrical roofs, stained and leaded glazing, over-sized chimneys and chimney pots and large street-fronting dormers with decorative bargeboards.

No.1 Church Square and Winches Cottage are also vernacular buildings, built using local materials without regard for formal architectural fashion. They contrast visually with the more unified aesthetic of the 18th and 19th-century buildings and give a flavour of how the village may have appeared in earlier times. 19th-century and more recent buildings also incorporate vernacular features including Old

Ferry Cottage off Ferry Square, the hung tiles to the first-floor façade of The Courtyard on Chertsey Road and the steeply pitched roof with leaded dormer lights to the later-20th century house known as Tancredi on Church Road.



Old Ferry Cottage, Ferry Square. The scalloped bargeboards and tall patterned chimney pots are vernacular inspired features.



The Grade II listed Winches Cottage on Church Road, a vernacular building with a late 16th-century timber-framed core clad in 17th-century brick.



The predominant building material throughout the Conservation Area is brick, including red, yellow, and brown. Streetscapes are characterised by a mixture of finishes with exposed brickwork sitting adjacent to painted or rendered elevations. The church is distinctive in its use of masonry and knapped flint. Clay tiles are readily apparent, mainly in roof coverings but occasionally to clad principal elevations and gables. Brick boundary walls are characteristic of the Conservation Area, and traditionally styled cast-iron railings are also present. Some of the historically higher-status properties on Chertsey Road utilise gate piers to announce their principal entrance.

The older buildings in the Conservation Area generally retain historic timber sash or casement windows and historic doors, although a small amount of uPVC replacement is evident. Such replacements are conspicuous by their disproportionately thick frames and false glazing bars. Doors are predominantly timber and are mostly panelled and glazed, with some incorporating or sitting under a fanlight. Most replacement doors are traditionally styled.

Gutters and downpipes are generally discreet and appropriately positioned across the Conservation Area. In some cases, historic cast-iron rainwater goods have been retained, however there is evidence of widespread modern replacement using uPVC.



Traditionally styled cast-iron railings on Church Square.



A characterful leaded light with stained glass to the Anchor Hotel, pictured from Church Road, in need of repair.



Historic timber-framed sash windows to the 18th century buildings on the south side of Church Square.



2.5 Trees and Open Spaces

The historic core of Shepperton village is formed by the open space of Church Square, a modestly sized, hard-landscaped open space currently used for car parking. The Square is enclosed by a dense grouping of historic buildings including the church, Anchor Hotel and several 18th century cottages. The Square has generous pavements especially in front of the church and possesses historic and traditional bollards and lamp standards. Surface treatments are mixed but largely retain historic stone paving and granite kerbstones to the pavements.

Closely linked physically and historically to Church Square is Ferry Square from which passenger ferries have long been,

and continue to be, launched. Adjacent to the slipway is a small green space overlooking the River Thames and shaded by a mature willow tree. Otherwise, this Square is also hard-landscaped and used for car parking. The north and east sides of the Square are enclosed by the high boundary walls of the Manor House meaning that views out are only to the west, towards the churchyard and Church Square, and south to the Thames. Surface treatments in this Square are generally more modern, although granite kerbstones mostly survive.

The other important open space in the Conservation Area is the cemetery, accessed from Cemetery Lane. It is an informal, heavily treed green space split into several different areas by historic brick walls and level changes. The cemetery, by

its nature, has a tranquil, contemplative atmosphere. Several graves are of interest including the prominent tomb of William Herbert Lindsay, owner of the manor estate in the 19th century.

Elsewhere the Conservation Area has few trees in the public realm, although there are several within private property fronting the south side of Chertsey Road which contribute and a green bank with small trees forms the northern boundary of the Conservation Area along this road. Street lighting on the principal road of Chertsey Road / Church Road comprises tall modern lampposts but within the historic core traditional lamp standards remain.



Church Square, the historic core of the Conservation Area and enclosed on three sides by historic buildings.



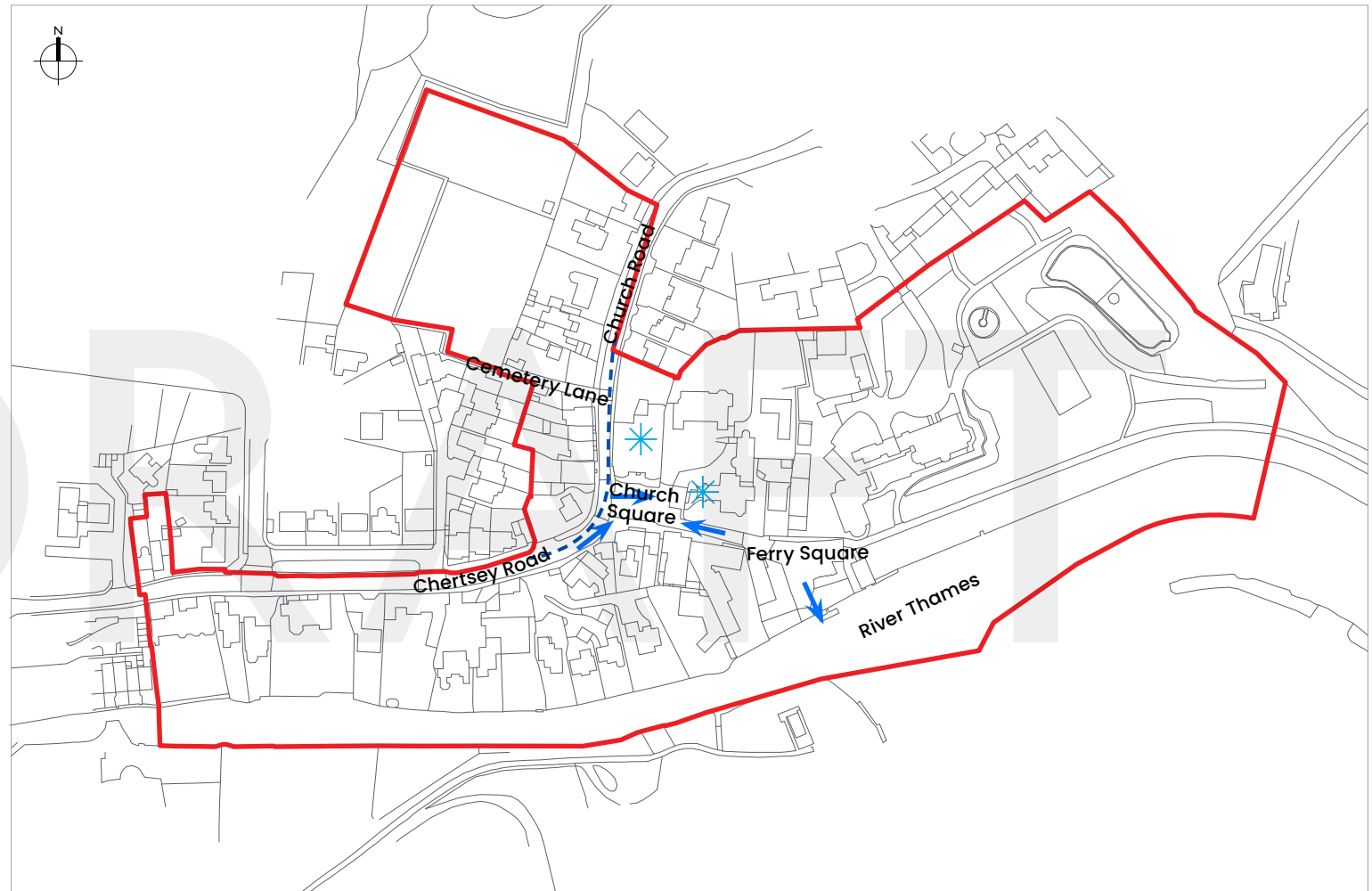
Shepperton Cemetery, the principal green space in the Conservation Area.



2.6 Views

St Nicholas's Church with its prominent brick tower holds landmark status in the Conservation Area directing views towards it from Church Square and east along Chertsey Road. Likewise, the Anchor Hotel, due to its position at the heart of the Conservation Area and the breadth of its principal elevation is also a landmark and an important feature of most of the key views identified. In addition, the view out across the Thames is also considered to be important, due to the historic and physical connection the village has with the river and the ferry crossing from this point. Otherwise, streetscape views along the southern stretch of Church Road contribute to the appreciation of the historic character of the Conservation Area by taking in the multiple historic and listed buildings. Streetscape views along the western part of Chertsey Road are of less significance as most of the north side of the road comprises modern development not in the Conservation Area and views do not have the same enclosed character.

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VIEWS PLAN

- 2024 Conservation Area Boundary
- ✳ Landmark
- - Streetscape Views
- ➔ Key Views

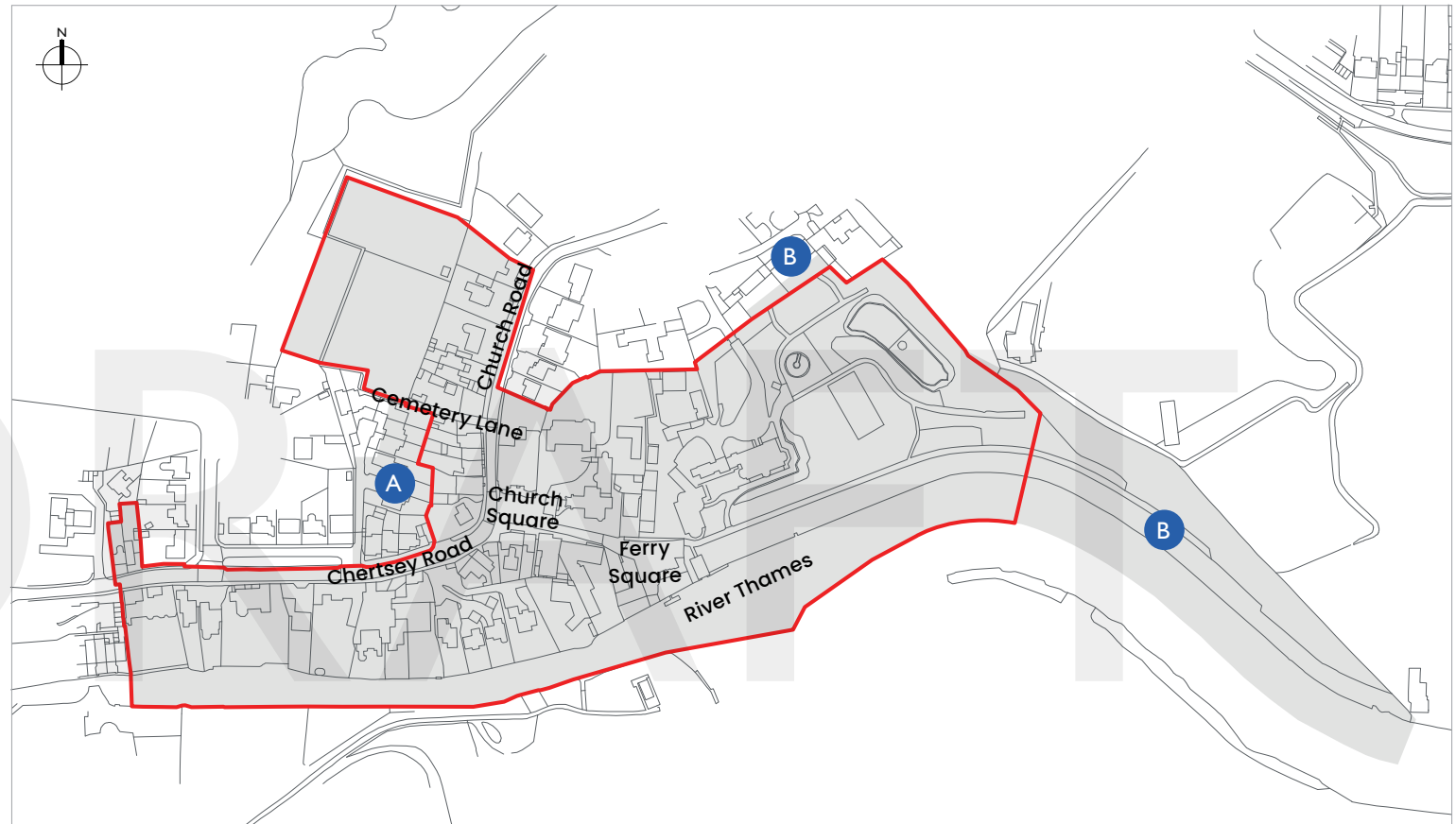
This plan is not to scale



3.1 Exclusions

A Exclusion of the early 2000s residential development on Churchfield Place, which was built post-designation of the Conservation Area and which at present is part in and part not in the designation. Whilst not negative, the development does not contribute to the special character and interest of the conservation area and is therefore excluded.

B Rationalisation of the Conservation Area boundary around the manor to align with current boundaries of this plot. Includes exclusion of riverside to south-east which, although historically part of manor grounds is no longer and is distinctly separate from the village core which forms the Conservation Area.



BOUNDARY REVIEW

- 2024 Conservation Area Boundary
- Previous Conservation Area Boundary

This plan is not to scale



- Building condition:** Whilst the majority of buildings in the Conservation Area are in fine condition, there are a small number of instances where condition is poorer and is consequently having a negative effect on the appearance of the Conservation Area. The vacant former Kings Head pub specifically is in need of maintenance and repair suffering from vegetation and algae growth and efflorescence to the brickwork. The Anchor Hotel is likewise suffering from vegetation growth, a broken window and deterioration of the paintwork and render. Elsewhere the timber window to the side elevation of Ye Olde House on Church Square is in need of overhauling.
- Vacant building:** Buildings that are not in use are more likely to suffer deterioration to their fabric and be subject to vandalism. Ensuring historic buildings have viable uses is critical to preserving their significance for future generations. The Kings Head pub has been vacant for nearly a year, securing a viable new use is important to prevent further deterioration of its fabric, significance and contribution to the Conservation Area.
- Replacement of traditional windows with uPVC units:** The majority of buildings retain their traditional timber windows, however there are some localised instances of inappropriate replacement with plastic units. These are to the top floor of Anchor Cottage and 1 and 2 Angel Cottages, which also have had their timber doors replaced with plastic. Modern units are typically positioned flush with a building's external elevation and consequently reduce the characteristic depth of historic facades created by older windows set back within the reveal. uPVC units typically also have thick frames and false glazing bars which are intended to copy traditional styles but are in reality misproportioned. With traditionally constructed buildings, there is also potential for uPVC windows to worsen issues concerning damp and moisture build up internally.

- Church Square and Ferry Square surfaces:** The surface treatments to Church Square and Ferry Square are in a deteriorating condition with multiple potholes to the tarmac roadway and damage to areas of the paving stones. This is the principal public and historic space in the Conservation Area and contributes greatly to its special interest. Both repair of existing historic surface treatments and reinstatement of historically appropriate ones where they have been lost would be beneficial.
- Detracting building:** There is an opportunity to enhance the post-war addition to Warren Lodge so that it better responds to the character of the Conservation Area.
- CCTV and flood lights:** There is a prominent pole containing numerous CCTV cameras and floodlights relating to the car sales garage at the heart of the Conservation Area. This prominent, alien feature visually detracts from the appearance of the area.
- Telecommunication poles and wires:** There are a number of poles with radiating wires within the Conservation Area. Visually, these compete with the historic character of the streetscapes and there are opportunities for them to be relocated below ground to enhance the Conservation Area.



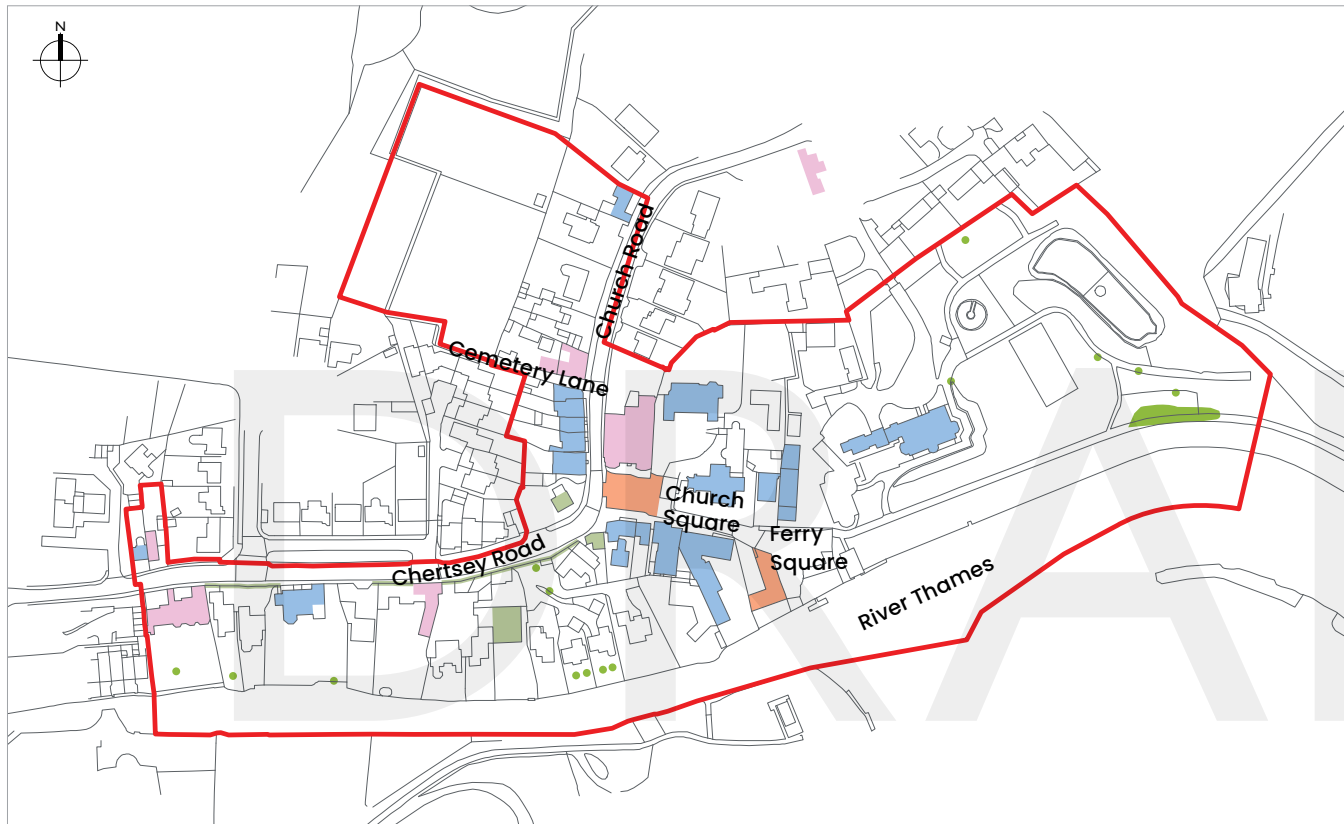
The Kings Head pub, currently vacant and in need of maintenance and repair



Example of replacement of a traditional window with uPVC unit.



Example of the deteriorating surface condition to Ferry Square / Church Square.



HERITAGE ASSETS AND MANAGEMENT OPPORTUNITIES

- 2024 Conservation Area Boundary
- Listed Building
- Locally Listed Building

- Positive Contributor
- Tree Preservation Order
- Opportunity for Enhancement

This plan is not to scale

5.1 Conservation Area Designation - Control Measures

In order to protect and enhance the Conservation Area, any changes that take place must conserve its character and special interest. Statutory control measures are intended to prevent development that may have an individually or cumulatively negative effect. Control measures within include:

- Planning permission will usually be required to totally or substantially demolish buildings or structure (including walls, gate piers and chimneys). This will also need a heritage statement (sometimes called a heritage impact assessment) as part of the application.
- The extent to which permitted development (i.e. changes that are allowed without requiring consent from the local authority) may be restricted. For example, replacement windows, different elevational finishes or the installation of satellite dishes.
- Trees with a diameter of 75mm or greater, measured as 1.5m above the soil level are protected. Any work proposed to these trees require permission from the local authority by means of a planning application. This allows the authority to determine whether a tree preservation order (TPO) is necessary.
- Advertisements and other commercial signage may be subject to additional controls and/or require planning permission.



5.2 Conservation Aims and Best Practice

There is no generally accepted detailed definition of 'best practice' in conservation: it is a term used to describe the management of change (including repair) so that the integrity and character of a historic site is not eroded or compromised. It is not the intention of conservation best practice to prevent change from happening: alterations can still be carried out but should be subject to additional scrutiny to ensure that the special interest of the Conservation Area is protected.

It is the purpose of this Appraisal to provide guidance that will help achieve these aims. Overall, any change in the Shepperton Conservation Area should seek to:

- Preserve its historical features;
- Enhance, where possible, its special interest;
- Positively contribute to its established character; and
- Be high quality.

5.3 Positive Contributors and Opportunities for Enhancement

A positive contributor is a building, structure or feature which beneficially adds to the overall character of its local area. This is true of most buildings within a conservation area. The extent to which a building will positively contribute will largely depend on the integrity of its historic form and is not restricted to its principal elevation. For example, roofscapes and side/rear elevations all make a positive contribution. Modern buildings can also make a positive contribution where they have been sensitively designed to suit their setting. A list of positive contributors in the Shepperton Conservation Area is included in Appendix A; these are also identified on the heritage assets plan on the previous page.

Criteria for identifying positive contributors include:

- Group value;
- Associations with notable architects or other historical figures;
- Position and presence within the streetscape;
- Use of characteristic materials, architectural motifs or detailing;
- Physical or historical relationship with neighbouring buildings; and
- Historical use.

Beyond general conservation best practices, there are limited opportunities for additional enhancement within the Conservation Area. There is scope for the post-war extension of Warren Lodge hotel to be adapted or altered to be more sympathetic of the surrounding historic character and in turn make a more neutral or even positive contribution to the Conservation Area. There is also potential to enhance the surface treatments of the public realm of Church Square and Ferry Square which are in need of repair in several areas.

5.4 Repairs and Replacement

5.4.1 'Like-For-Like'

A term that is frequently used in conservation is 'like-for-like' replacement or repair. This is frequently – and mistakenly – taken to mean that a modern alternative that generally echoes the style of the element removed is acceptable. However, this is not accurate or acceptable. Like-for-like should always be interpreted as an alternative that matches the historic element removed in terms of its material, dimensions, method of construction, finish, means of installation and any other feature specific to the original element, such that the modern replacement is hardly discernible from the original (accepting that its condition will be greatly improved where the original has failed beyond repair).

For example, modern uPVC windows in imitation of Georgian or Victorian-style sash windows but with false glazing bars and a top-hung casement opening mechanism do not constitute a like-for-like replacement for traditional timber-framed Victorian sliding sash windows, although they may appear stylistically similar.

5.4.2 Repairs and Replacement

Repairs and replacement are inevitable with any building or site, regardless of age; however, within a conservation area, it is especially important that this is carried out sensitively to protect the historic fabric of its buildings and respect the character of the wider area. Key points to remember when looking to carry out repair work or install replacement features are:

A method of repair that was suitable for one building may not be suitable for another. Repair and replacement should always be considered on a case-by-case basis.

- Repairs using appropriate materials and techniques are always preferable over wholesale replacement.
- Where a historic feature has degraded beyond repair, replacement should be carried out on a like-for-like basis.
- Where seeking to improve failing modern features, a traditionally-designed alternative using appropriate materials is preferable. For example, the replacement of uPVC gutters and downpipes with lead, cast iron or coated aluminium alternatives that better reflect the traditional character of the Conservation Area.
- Cement-based mortars and/or ribbon pointing are harmful to historic brickwork and masonry. Repairs to any pointing should be carried out in a lime mortar after any cementitious mortar has been raked out. This will ensure the longevity of the historic built fabric.



- Due consideration should be given to the sustainability of the repair or replacement, i.e. what is its lifespan? What maintenance will be required to prolong this?
- Reversibility is an important consideration as better alternative may become available in the future.
- Historic external detailing should be retained or, where damaged beyond repair, replaced on a like-for-like basis. This includes (but is not limited to): the texture and colour of render; size and colour of bricks used, and the bond in which they are laid; stone dressings; and chimneystacks.
- The reinstatement of historic features that have been lost is favourable. For example, re-exposing brickwork that had been rendered or painted over.

The repair and replacement of windows can have a notable effect on the character and special interest of the conservation area, both positively and negatively. The aim should always be to retain historic windows wherever they survive, carrying out refurbishment work where needed to make sure they remain usable. Timber frames are preferable over uPVC for a number of reasons, mainly their comparative slimness and breathable quality which has a positive knock-on effect on the overall condition of the historic building.

5.5 Maintenance

Maintenance differs from repair in that it is a pre-planned, regular activity intended to reduce instances where remedial or unforeseen work is needed. The higher the levels of maintenance, the less need to carry out repairs. Regular maintenance activity should include annual gutter clearing, seasonal vegetation control and repainting external joinery with an oil-based paint. This is not an exhaustive list and each historic building will have its own specific needs. Larger historic buildings and those which are listed may benefit from occasional condition surveys (usually around every five

years) to highlight their individual maintenance and repair needs.

The maintenance requirement of a building will depend on its age, materials and susceptibility to wear. Historic England, the Society for the Protection of Ancient Buildings (SPAB) and other heritage bodies publish specialist guidance on the suitable maintenance and repair methods for different historic buildings.

5.6 Trees

Trees are afforded extra protection within the Conservation Area and there are several tree preservation orders already in place. Any tree surgery work should be carried out only once the relevant permission has been sought. The management of the planted elements within the conservation area is beneficial to its overall appearance and potentially also to the condition of the buildings where root damage may pose a threat.

5.7 Public Realm

Public realm features, including bins, bollards, seating and planters, etc. often become outdated in their appearance. This can be due to heavy wear, antisocial behaviour or as a result of poor design and short-lived trends. Successful public realm schemes are contextual, using high-quality materials that echo the character of the wider area. Any additions or amendments to the public realm will also need to take account of highways and other relevant regulations.

5.8 Modern and New Development

It is not the intention of conservation area designation to prevent new development or entirely exclude existing modern development where this is woven into a surrounding historic space. Instead, it puts in place a process whereby any proposals are more thoroughly studied to ensure that the special interest of the conservation area is protected and opportunities to improve its character are identified.

New development can range from entire new buildings to the introduction of new features, however small, on existing buildings. New development within the setting of the conservation area should also be carefully managed as it has the potential to detract from its character and special interest. The potential for substantial new development inside the conservation area boundary is generally limited to the replacement or alteration of those buildings, generally from the mid-late 20th century, which do not positively contribute to its character. Any proposals will need to be considered on a case-by-case basis and take account of:

- The significance of any existing building affected;
- The impact on the setting of neighbouring listed buildings and/or positive contributors;
- How local features and materials can be incorporated into the new design;
- Whether or not any historical plot boundaries survive or could be recoverable;
- The impact of the overall scale, massing and design on the wider streetscape;
- The loss of any important rear/side elevations or views of these;
- Characteristic boundary treatments and planting;
- The potential for below-ground or built archaeology; and
- Any other heritage or conservation constraints identified.



The addition of new features on existing buildings can be detrimental to the individual buildings as well as the overall character of their wider setting if unmanaged. Specifically:

- Television aerials and satellite dishes should not be fixed to principal or highly visible elevations, or chimneystacks.
- Features such as external lighting and security cameras should be as discreet as possible.
- Solar panels should be restricted to rear or secondary elevations, especially where a building forms one of a group.
- Internal alterations can have an external impact; for example, staircases cutting across windows or the removal of chimneybreasts necessitating the removal of the associated chimneystack.

DRAFT



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National Heritage List for England, <https://historicengland.org.uk/listing/the-list/>

Historic England, <https://historicengland.org.uk/>

Society for the Protection of Ancient Buildings, <https://www.spab.org.uk/advice>

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APPENDIX A: HERITAGE ASSETS



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Address	Heritage Status	Additional Assessment
Church of St Nicholas, Church Square	Grade II* listed	List entry number: 1178304
Monument dedicated to Margaret Love Peacock, north of Church of St Nicholas, Church Square	Grade II listed	List Entry Number: 1029699
The Rectory, Church Square	Grade II* listed	List Entry Number: 1029698
The Old Ferry House, Church Square	Grade II listed	List Entry Number: 1178236
Warren Lodge Hotel, Church Square	Grade II listed	List Entry Number: 1029696
The Kings Head Public House, Church Square	Grade II listed	List Entry Number: 1178253
Thames Cottage, Church Square	Grade II listed	List Entry Number: 1029697
Ye Olde House, Church Square	Grade II listed	List Entry Number: 1178261
1 and 2 Lime Tree Cottages, Church Road	Grade II listed	List Entry Number: 1029692
Anchor Cottage and The Cottage, Church Road	Grade II listed	List Entry Number: 1029691
Bluebeckers Eating House, Chertsey Road	Grade II listed	List Entry Number: 1377668
Manor House, Church Road	Grade II* listed	List Entry Number: 1029694
Stable block to the west of the Manor House, Church Road	Grade II listed	List Entry Number: 1029695

Address	Heritage Status	Additional Assessment
Winches Cottage, Church Road	Grade II listed	List Entry Number: 1029693
Mill Eyot, Chertsey Road	Grade II listed	List Entry Number: 1377667
The Little Cottage, Chertsey Road	Grade II listed	List Entry Number: 1029690
The Anchor Hotel, Church Square	Locally Listed Building	LL/022, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
1 and 2 Angel Cottage, Church Road	Locally Listed Building	LL/020, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016). NB Building is identified as Edwinn's Restaurant on the local list.
Millbrook Lodge, Chertsey Road	Locally Listed Building	LL/019, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Church House, Chertsey Road	Locally Listed Building	LL/017, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Creek House, Chertsey Road	Locally Listed Building	LL/018, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
1 Church Square	Positive Contributor	A diminutive, vernacular building with characterful historic features



Address	Heritage Status	Additional Assessment
Millbrook House, Chertsey Road (part)	Positive Contributor	The principal part of this substantial dwelling presents a good quality, neo-classical front to the Conservation Area and is characteristic of the substantial Thames-side dwellings elsewhere in the Conservation Area
JCT9, Chertsey Road (part)	Positive Contributor	Although altered, this inter-war pavilion provides an additional historic and characterful focal point at the heart of the Conservation Area
Additionally, the high brick boundary walls along Chertsey Road are considered to make a positive contribution to the Conservation Area.		

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STANWELL
CONSERVATION AREA APPRAISAL
MARCH 2024 (DRAFT)

- Pending:
- Full coverage of OS basemapping
 - CA boundary on historic maps
 - Remove draft stamp



STANWELL: CONSERVATION AREA APPRAISAL

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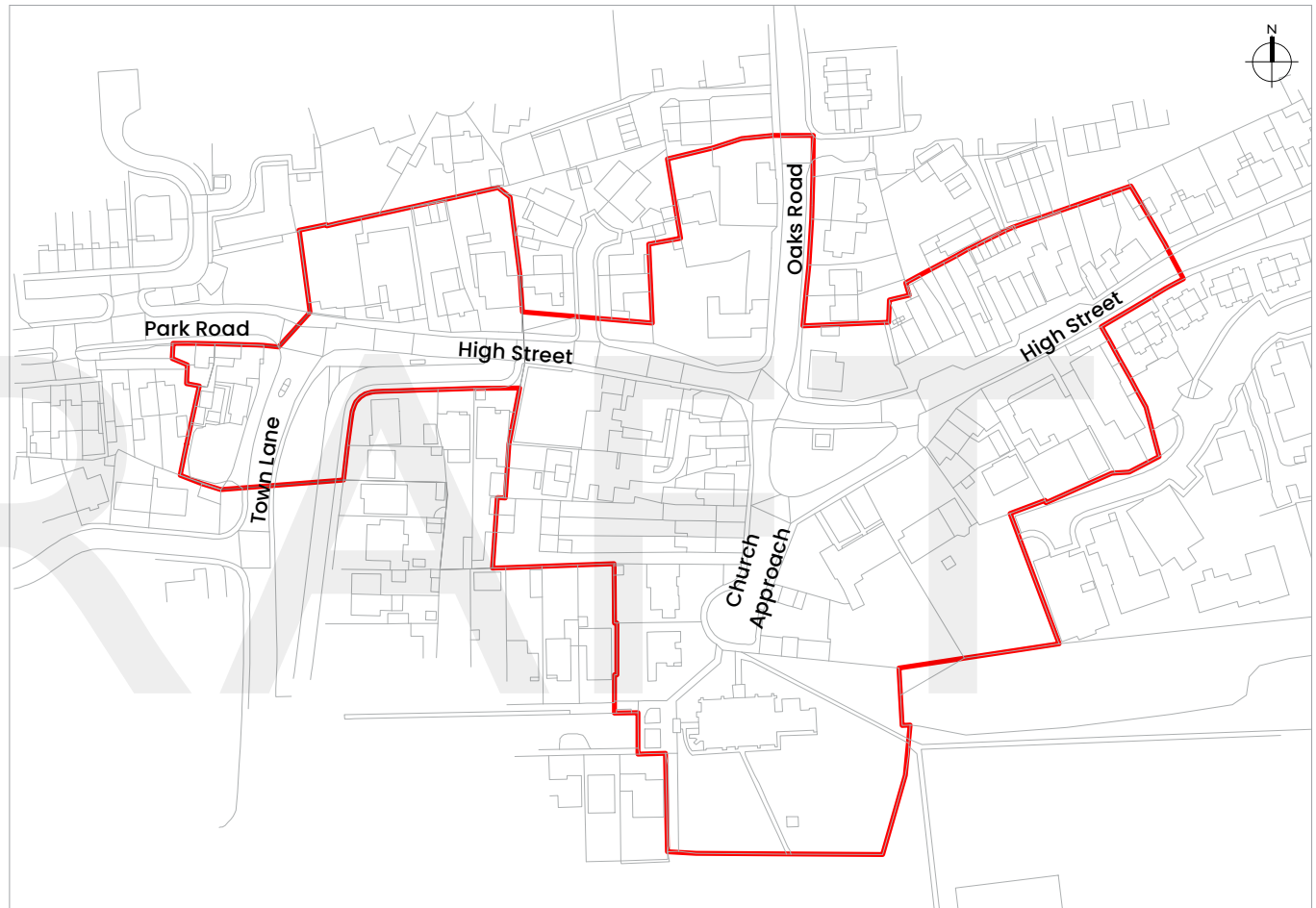


1.1 Introduction

The Stanwell Conservation Area was originally designated in October 1972, with revisions made to its boundary in January 1992. This Conservation Area Appraisal has been prepared in February 2024 and is intended as Supplementary Planning Guidance. It follows advice given by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management' published 8 February 2019.

This Conservation Area Appraisal seeks to analyse the special architectural and historic interest of the Stanwell Conservation Area. It also identifies opportunities for beneficial change and the need for additional protection. The Appraisal also reviews the boundary and provides justification for a series of recommended alterations.

The review of the Stanwell Conservation Area and the production of the Conservation Area Appraisal are part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area. It will also enable sustainable decisions to be taken about its future management.



STANWELL CONSERVATION AREA
— 2024 Conservation Area Boundary

This plan is not to scale



1.2 Planning Policy Context

Section 69 1(a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a Conservation Area is an 'area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. It goes on to state that the duty of Local Planning Authorities is 'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'.

Section 72 of the 1990 Act further states that, 'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area' (in the exercise of the Local Planning Authority's planning function). In order to carry out this duty the character of the Conservation Area needs to be clearly defined and understood (i.e. a character appraisal).

This appraisal complies with government guidance on the management of the historic environment through the National Planning Policy Framework (NPPF) as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpins the planning system.

Further details of the conservation of heritage assets are set out in the NPPF at Chapter 16, Conserving and enhancing the Historic Environment. Para 195 states that '[Heritage assets] are an irreplaceable resource and should be conserved in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of existing and future generations'.

Para 198 states that 'Local Planning Authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area...' The Stanwell Conservation Area Appraisal follows the latest guidance provided by Historic England as set out in 'Advice Note 1: Conservation Area Appraisal, Designation and Management (second edition)' published 8 February 2019.

Local planning policy is currently managed under the 2009 Development Plan, which will soon be superseded by the policies set out in the Emerging Local Plan 2022-2037.

1.3 Summary of Key Elements

The key themes and features which define the character of the Stanwell Conservation Area are:

- Its origins as a rural medieval village and the survival of its historic principal thoroughfares.
- The group of buildings, features and landmarks around the village green.
- The variety of domestic architectural styles bound by a common palette of brick and clay tiles.
- Domestic scale and massing, with a mixture of street-fronting development and buildings set back behind walls.
- Survival of traditional pub buildings on the principal thoroughfare.
- The survival of characteristic brick boundary walls.
- The visibility of the church spire.
- Traditional public realm features, including lantern streetlights and cast iron features.
- Mature trees and planting.
- Open green setting to the south.

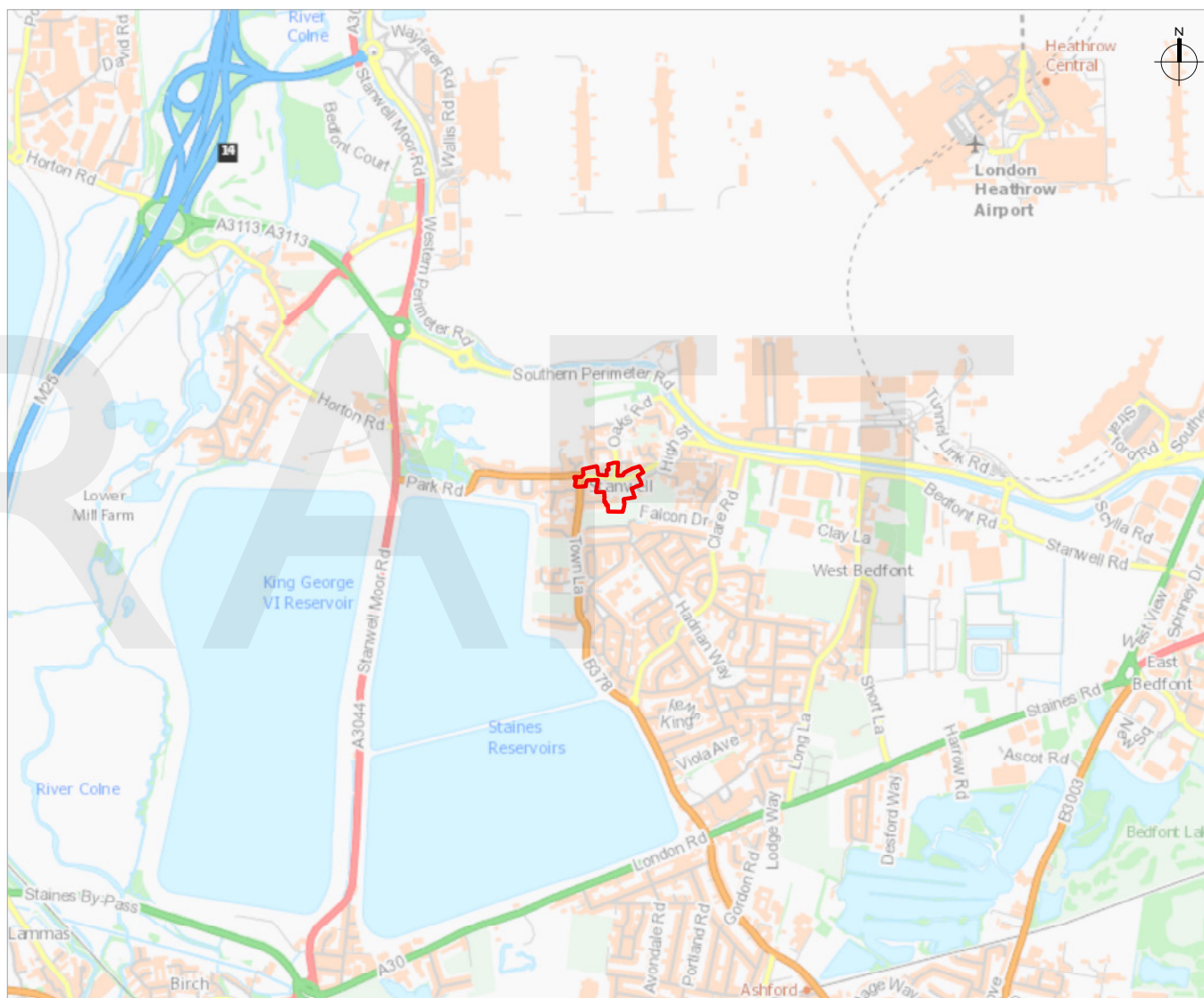


2.1 Location and Setting

The Stanwell Conservation Area is located in the village of Stanwell, approximately three miles north-east of Staines-upon-Thames at the far north end of Surrey and directly abutting the Southern Perimeter Road of Heathrow Airport. Access is principally off the A3044 Stanwell Moor Road via junction 14 of the M25 London Orbital and the A30 London Road. The Conservation Area is located at the northern end of the village, which extends further southwards.

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LOCATION PLAN

— 2024 Conservation Area Boundary

This plan is not to scale

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2.2 Origins and Historic Development

2.2.1 Timeline

Pre-History

Archaeological excavation at Heathrow Airport has documented prehistoric settlement just north of Stanwell village. This includes a Neolithic ceremonial route known as the Stanwell Cursus connecting the village of Stanwell with Bigley Ditch near the River Colne to the north-west.

Medieval Period

The estate of Stanwell was first recorded in the 1086 Domesday Book. The importance of the watercourse to the medieval village is evident; the survey recorded several watermills and three weirs worth 1,000 eels. There was a manor house at Stanwell by 1164, likely on the site of the former Stanwell Place to the north-east of the village. St Mary's Church was built during the 13th century.

16th and 17th Centuries

The Duke of Northumberland's River was cut in 1535 to create an artificial water course for the Duke's Isleworth estate mills. The river has since bounded the village of Stanwell to the north-east and east.

18th Century

Stanwell Place, the former landscaped park which bounded Stanwell to the west until the 1960s, was first laid out in the 18th century. During the later 1700s, the prominence of orchards and market gardens within the village increased. Surviving buildings from 18th-century Stanwell include Dunmore House and Brook Cottage.

19th Century

Stanwell in the 19th century was a decidedly rural settlement with much open space within and around the village. Development within the Conservation Area boundary was generally limited to the founding of one or two dame-schools and minor residential expansion.

Early 20th Century

In 1902 the Staines Reservoirs were completed to the south-west of Stanwell. In 1919, the first housing estate was built at Lauser Road to the south-west of the village. In 1949, the river was diverted west and most of the land formerly known as Hounslow Heath to the north-west of Stanwell became London Airport.

Later 20th Century

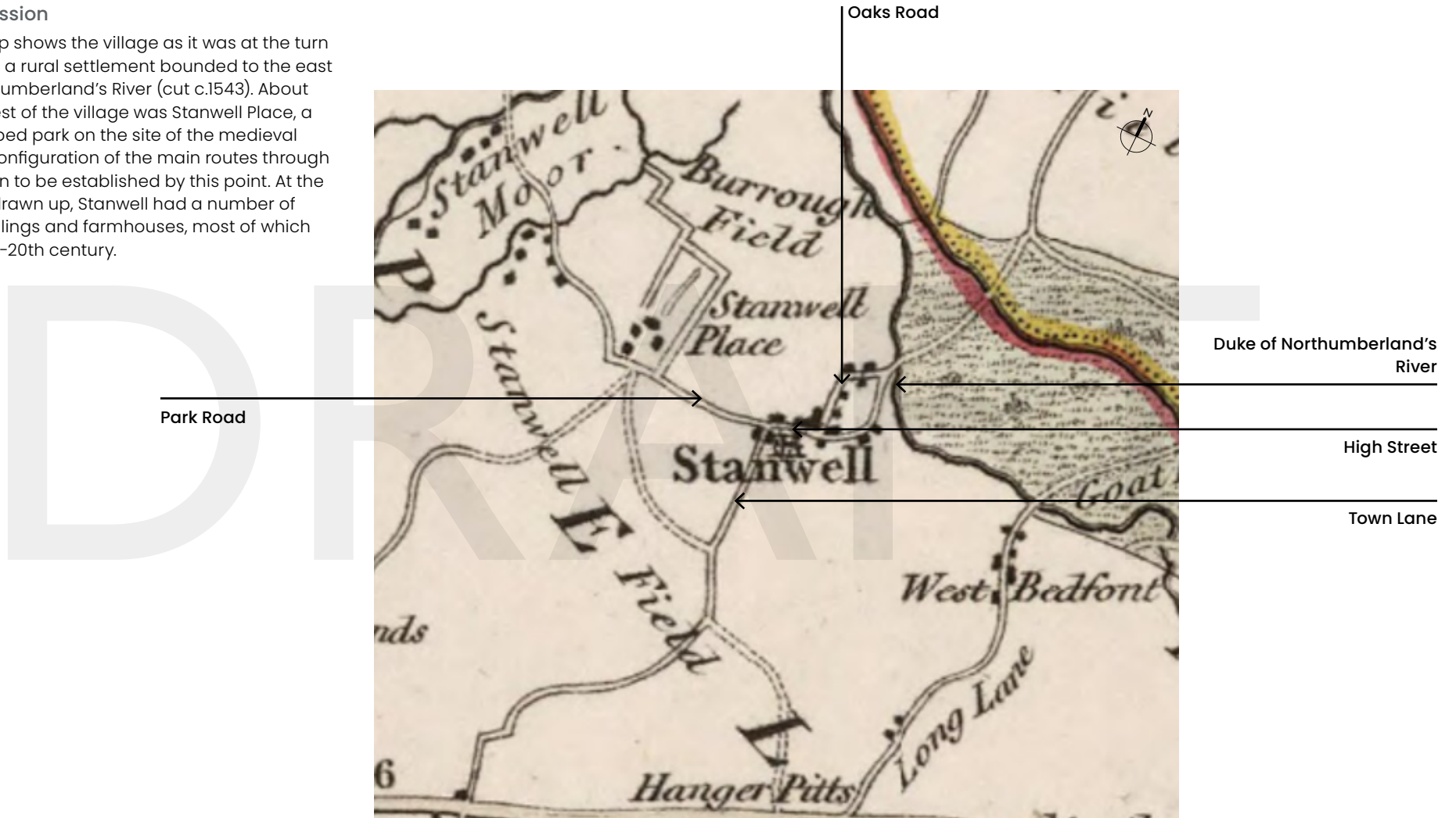
The outskirts of post-war Stanwell experienced rapid residential development, much of which was built to house British Airways staff following the opening of the new Heathrow Airport in 1955. In the 1960s, the early 19th-century Stanwell Place was secured for gravel extraction and the house was later demolished. The centre of the village has seen some new development and residential infill in the last quarter of the 20th century.



2.2.2 Map Progression

John Cary's 1801 map shows the village as it was at the turn of the 19th century – a rural settlement bounded to the east by the Duke of Northumberland's River (cut c.1543). About half a mile north-west of the village was Stanwell Place, a house and landscaped park on the site of the medieval manor house. The configuration of the main routes through the village are shown to be established by this point. At the time this map was drawn up, Stanwell had a number of timber-framed dwellings and farmhouses, most of which were lost by the mid-20th century.

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Stanwell as record in John Cary's 1801 map.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The 1841 tithe map provides a detailed view of Stanwell in the mid-19th century. Stanwell village was the largest settlement in the area, the closest being the small hamlet of West Bedfont to the south-east. The map shows that development in Stanwell was concentrated around the central village green, with a substantial farm to the north-east and gravel pits to the east, on the other side of the Duke of Northumberland's River. The map also shows the importance of fishponds fed by the local watercourse. Stanwell was surrounded to the north, south and west by meadows, with an area of surviving common land to the north-east. Directly west of the church was a substantial building (presumably a rectory) which has since been replaced with two modern dwellings.



The Swan

The Wheatsheaf

Lord Knyvett's School

Village Green

St Mary's Church

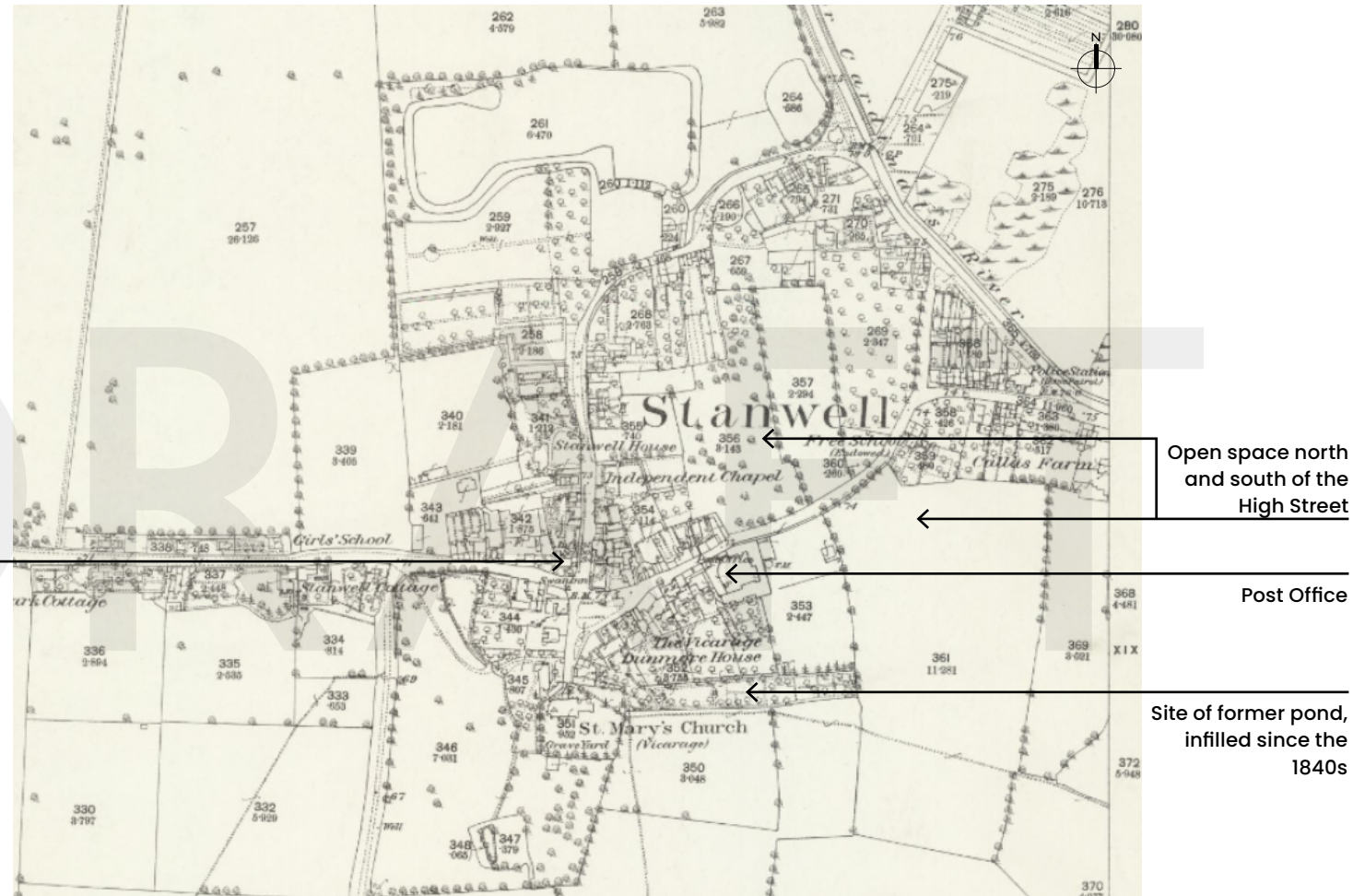
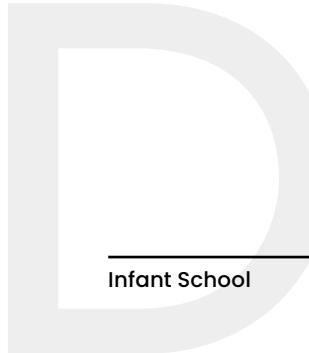
Stanwell as recorded in the 1841 tithe map.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The 1866 Ordnance Survey shows Stanwell had undergone very little change since the tithe survey 20 years earlier. There was still much open space in the village, particularly to the north and south of the High Street, west of the green. The long, narrow pond east of St Mary's Church had been infilled by this time, although the other ponds shown in the tithe map were still present. A modest expansion of the civic infrastructure within the village is evident, including a new infant school off Oak Road and a post office off the High Street.

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Stanwell as recorded in the 1866 Ordnance Survey

SECTION 2.0: ASSESSING SPECIAL INTEREST



The rate of change during the second half of the 19th century was similarly slow, predominantly limited to the building of Stanwell Lodge and Windsor House on Town Lane. These substantial detached houses were erected between 1869 and 1894. The most dramatic change to early 20th-century Stanwell occurred within its wider setting, when the new Staines Reservoirs were laid out to the south-west in c.1900.



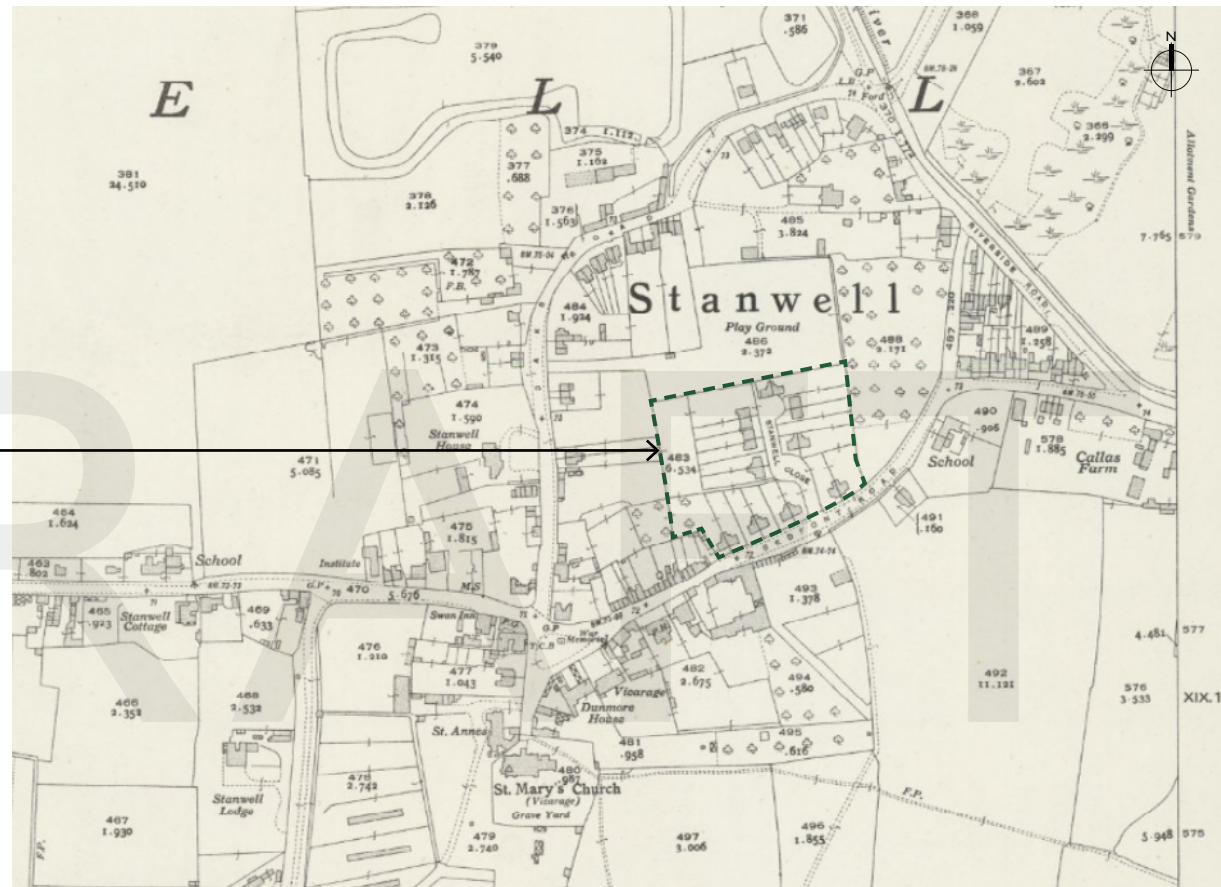
Stanwell as recorded in the 1914 Ordnance Survey

SECTION 2.0: ASSESSING SPECIAL INTEREST



Development to the south, adjacent to the reservoirs, continued over the course of the 20th century. Within the village centre, new street-fronting houses and a cul-de-sac (Stanwell Close) had been laid out on former open land to the north of the High Street. Otherwise, the layout and configuration of the village in the 1936 Ordnance Survey appears largely as it did in earlier maps from the 19th century.

New cul-de-sac and associated residential development

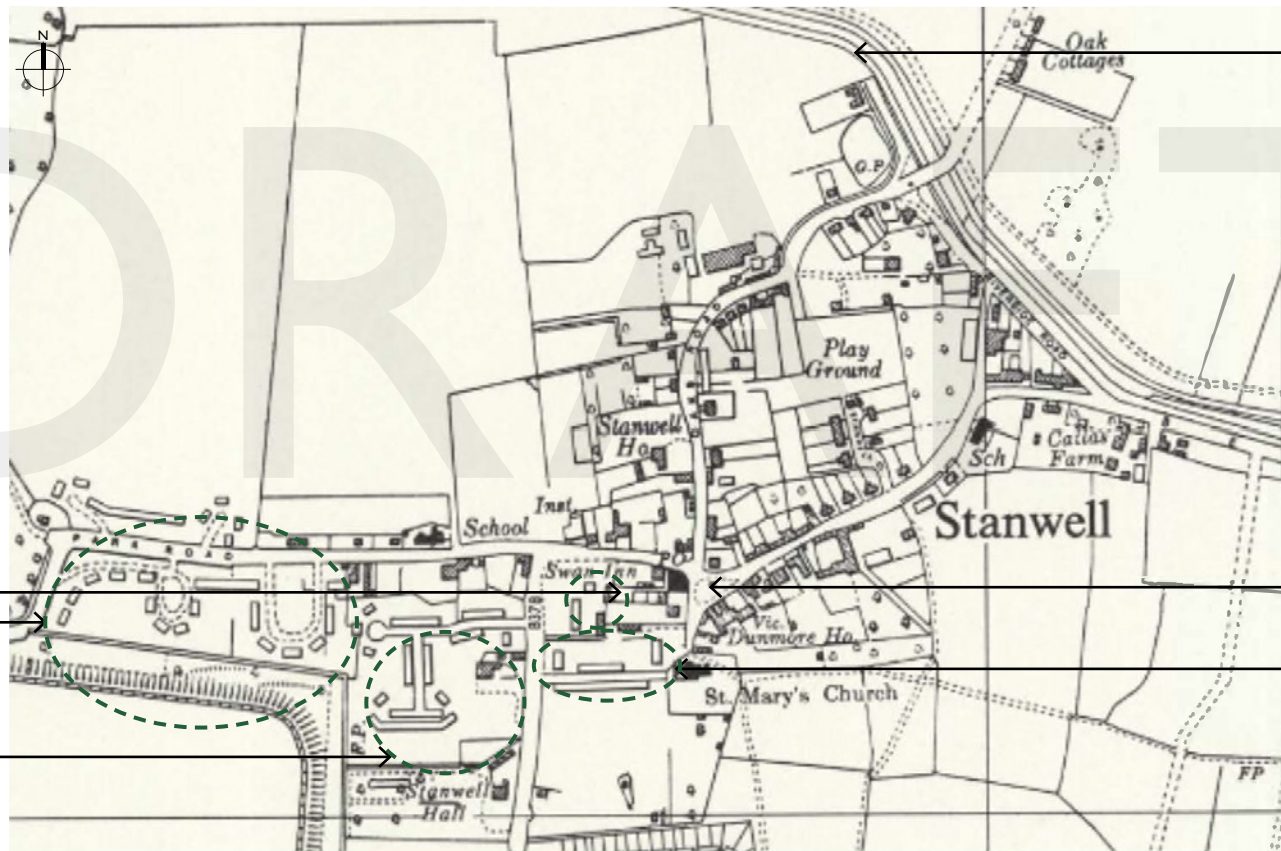


Stanwell as recorded in the 1936 Ordnance Survey

SECTION 2.0: ASSESSING SPECIAL INTEREST



Post-war development during the 1940s and '50s saw dramatic changes to the wider setting of the village. Alongside the large estates to the south, there was also some additional residential development within the village itself, at the western end of Park Road and either side of Town Lane. In 1955, Heathrow Airport opened as London Airport. To accommodate this infrastructure, the course of the Duke of Northumberland's River was diverted to the west.



Course of river diverted west

Village green

New residential development off Town Lane, 1950s

Small development of mid-20th century housing at the top of Town Lane

New residential development on Parks Road, 1940s

New residential development off Town Lane, 1950s

Stanwell as recorded in the 1960 Ordnance Survey



2.3 Archaeological Potential

The archaeological landscape of Surrey is documented and protected under the remit of Surrey County Council, who recognise two levels of heritage asset designation in addition to statutory protection (scheduled monuments):

County Sites of Archaeological Importance (CSAI) – sites where there is a proven archaeological presence and where that archaeology is known to be of a standard and quality to require a definite presumption in favour of preservation in-situ.

Areas of High Archaeological Potential (AHAP) – defined zones which have been examined by the County Archaeologist and determined to likely contain good evidence for the existence of archaeological remains. The determination is largely based upon information in the County Historic Environment Record, as well as information on previous finds, past investigations, historic maps, aerial photograph, and thematic surveys.

Much of the Stanwell Conservation Area is overlapped by an AHAP, comprising the settlement's medieval core. Directly abutting the north-west corner of the Conservation Area is a further AHAP comprising the Stanwell Cursus and multi-period prehistoric features. Both areas are recognised for their very high significance.

2.4 Built Form and Architecture

Stanwell has an irregular grain of development which is typical of a village settlement that has evolved around a central church and along a principal thoroughfare (i.e. the High Street). There is a group of historically higher status dwellings around the village green which is indicative of a period of prosperity around the 18th and 19th centuries – these being Brook Cottage, Windsor Cottage, the Vicarage, Dunmore House and 40B High Street. These are larger, typically detached dwellings designed according to simple classical proportions and detailing. They are also notable for their prominent brick boundary walls.



The village green, as viewed travelling into Stanwell from the west.

SECTION 2.0: ASSESSING SPECIAL INTEREST



Along the western section of the High Street buildings are typically set back from the street, including the village hall which has a small amenity space in front. The buildings on the eastern section of the High Street are generally built up against the pavement, the exception being the two groups of modern shops on the north side of the High Street, which are set back behind a widening in the pavement. The effect of this on the streetscape is that the modern commercial signage is not visible until moving directly past and the historic buildings remain prominent features.

There is evidence of historic commercial activity at the corner of the High Street and Church Approach, where a traditional shopfront fascia has been retained above the ground floor windows of 22 High Street. The diagonal positioning of the building also points to a historic shopfront and the retention of a cast iron oven at the entrance to 20 High Street further indicates traditional commercial activity.



The village hall on the High Street.



Evidence of a former shopfront at 22 High Street.



A retained section of a cast iron oven at 20 High Street.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The three public houses punctuating the High Street are a further indicator of the thoroughfare's historic prominence, as well as the growth of the local community in the 18th and 19th centuries. The Wheatsheaf marks the entrance to Stanwell from the west; the Swan forms part of the historic core of the village; and the Five Bells historically marked the entrance from the east although the settlement has since expanded much further eastwards, beyond the boundary of the Conservation Area. The Wheatsheaf and The Swan are similar in their architectural style – both having a light painted exterior and hipped tiled roofs – and the open spaces associated with the main pub are indicative of traditional coaching inns.



The Wheatsheaf at the corner of Park Road and Town Lane.



Five Bells on the High Street.

The roofscape across the Conservation Area is varied, with hipped and pitched roofs principally covered with clay tiles, although slate and pantiles are also evident. There is a notably high proportion of surviving brick chimneystacks and clay pots which add further variety to the roofscape. Parapets are evident on the properties on the south side of the central village green, which is in keeping with their more refined classical design.



The varied roofs around the village green.



The scale of building across the Conservation Area is generally domestic, ranging from modest terraces to the grander detached buildings around the Green, but generally all two storeys with attic space. An exception to this is the uncharacteristic massing of the extension above Bakers Court/20 High Street.

The predominant building material is brown and red brick. There are some instances where render or a painted finish punctuates the sequence of exposed brick elevations within the streetscape, such as the external treatments of The Wheatsheaf, 48 High Street and 61 High Street. Some of the historically higher status properties have additional detailing in stone, including gatepost finials marking entrance points within the characteristic brick boundary walls. The lower portions of wall in front of Brook Cottage and the Vicarage are supplemented with traditional iron railings.



Traditional timber sash windows on the High Street

Windows across the Conservation Area are typically traditional timber sash units, proportioned according to the style and type of building. A particularly unusual example is the Gothic arch feature in the glazing bars of the windows at Cheyne Cottage on Oaks Road. Some properties have pastiche uPVC replacements which are conspicuous by their disproportionately thick frames and false glazing bars. There are also instances where uPVC casement units have been installed.



Unusual Gothic windows on Oak Road

Gutters and downpipes are generally discreet and appropriately positioned across the Conservation Area, although it is suspected that there has been extensive modern replacement using PVC.



2.5 Trees and Open Spaces

The Stanwell Conservation Area centres on the village green at the junction of the High Street and Church Approach. This is a modest-sized lawned wedge with a prominent mature tree and a traditional iron bench encircling it. Additional benches positioned elsewhere on the green are illustrative of its role as a community space. The village green is also the location of the Stanwell war memorial, which is a highly visible landmark on the main thoroughfare through the village and in traditional close proximity to the church. Short timber bollards demarcate the boundaries of the green and protect its grass from vehicle damage.

Another mature tree prominently frames the entrance to St Mary the Virgin as viewed from Church Approach. There is a generous turning circle in front of the church's entrance,

which is surfaced with modern tarmac and opened up to its generous current proportions following the replacement of an earlier dwelling to the west with two smaller modern properties. Tarmac is the standard road and pavement treatment throughout the Conservation Area.

In summer months, trees and other planting located in both public spaces and private gardens all contribute to a verdant character.

Beyond the church, outside of the Conservation Area, is the broad open space of the Village Park. This is an important feature within the setting of the Conservation Area and frequently accessed via the paths through the church yard.

The streetlights throughout the Conservation Area are uniform in style, with traditional lanterns and black finish. Their style and size is in keeping with the character of the Conservation Area and are supplemented with traditional cast iron road signs and a group of three cast iron bollards on the High Street.



Church Approach, which is a modern re-landscaping of the original access route to the church

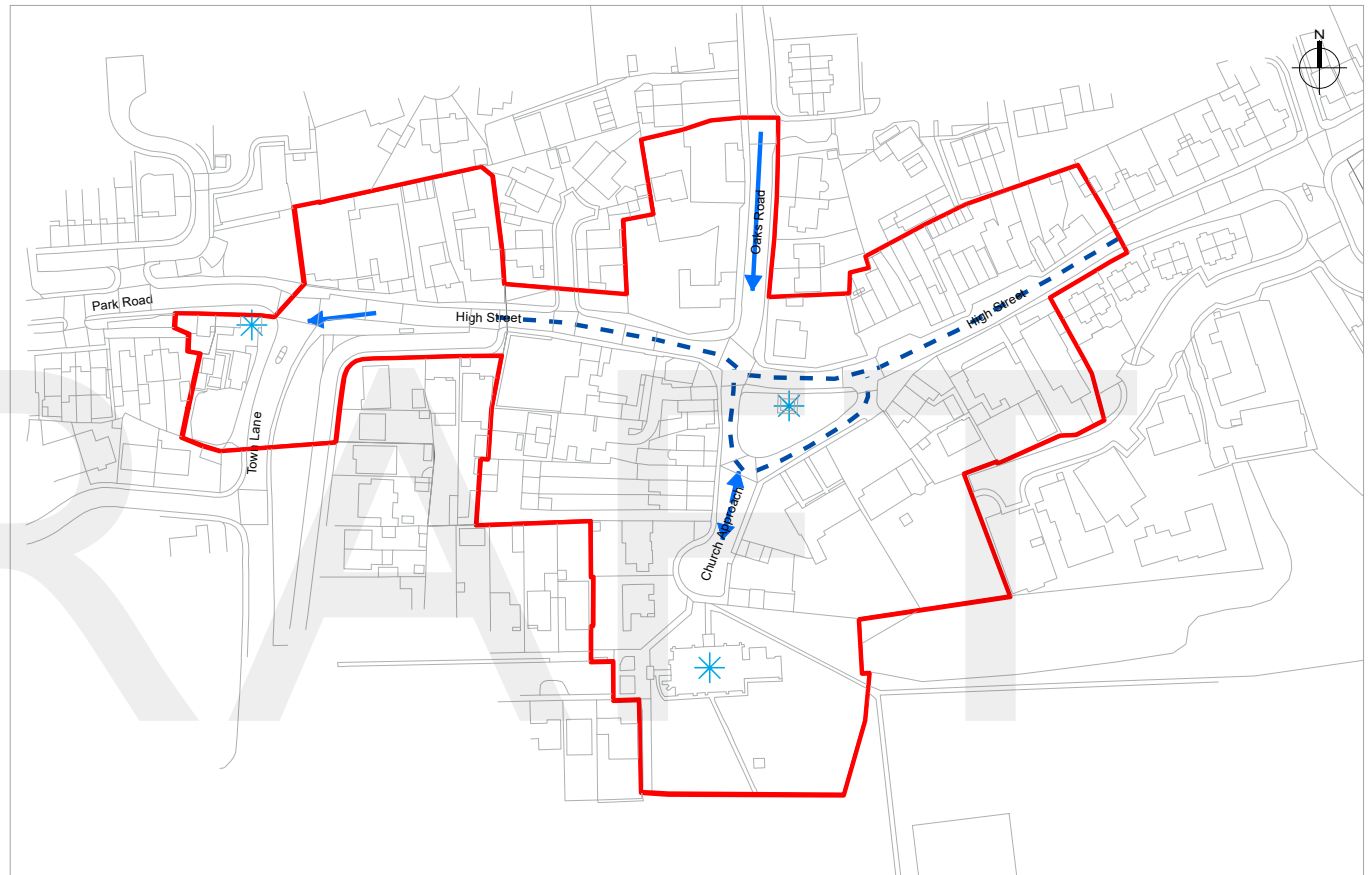


Examples of the traditional streetlighting in the Conservation Area.



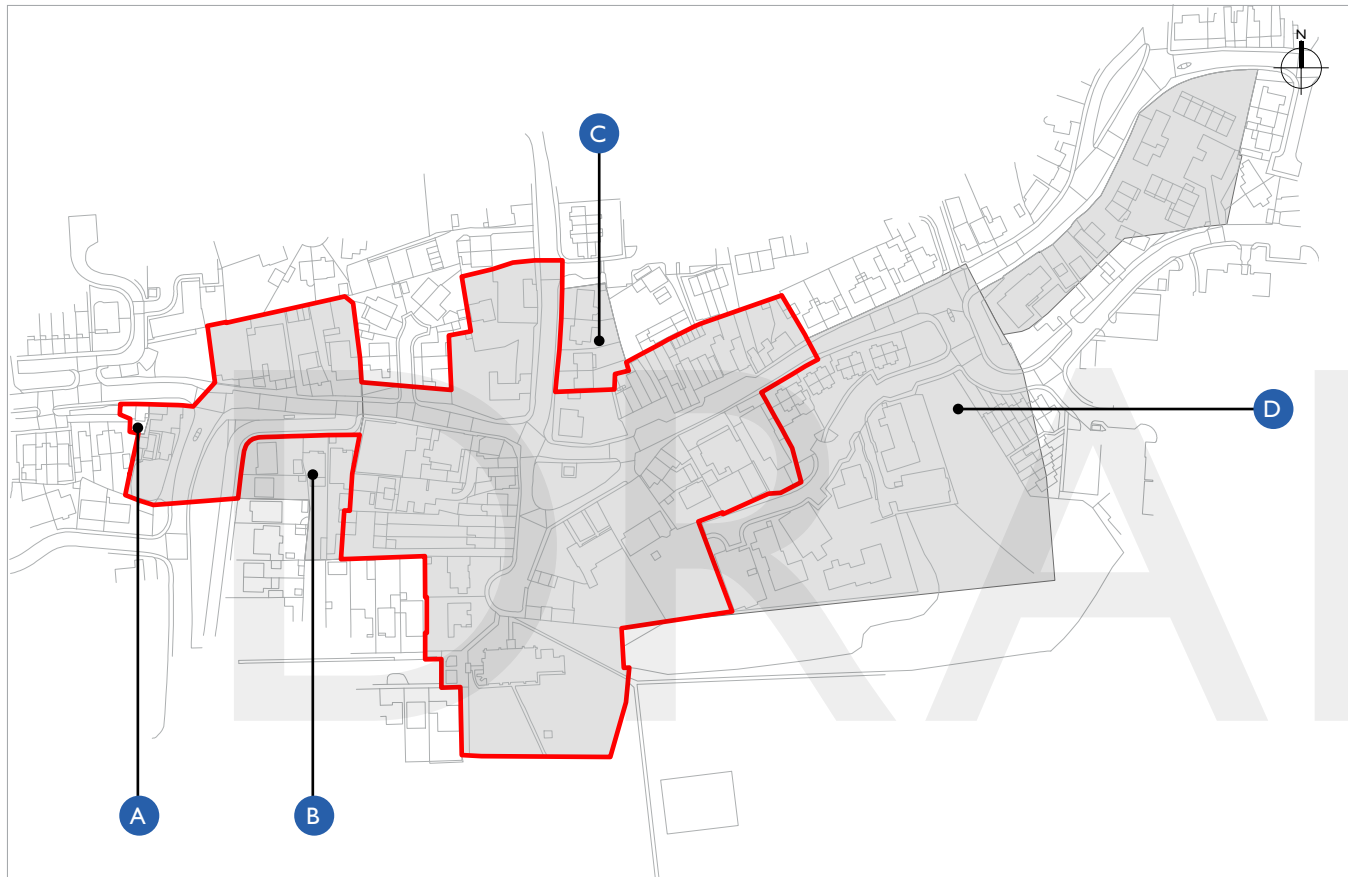
2.6 Views

The church spire and war memorial on the village green are the principal eye-catchers within the Conservation Area. There are views of the church between gaps in buildings and over the roofscape at various locations in and around the Conservation Area, this serving as a traditional marker of the village centre. Views are otherwise generally funnelled along the streetscapes, with the village green serving as a focal point at the junction of the High Street, Church Approach and Oaks Road. The Wheatsheaf is another landmark feature by virtue of its positioning at the corner of Park Road and Town Lane.



- VIEWS PLAN**
- 2024 Conservation Area Boundary
 - ✱ Landmark
 - Streetscape Views
 - ➔ Key Views

This plan is not to scale



BOUNDARY REVIEW

- 2024 Conservation Area Boundary
- Previous Conservation Area Boundary

This plan is not to scale

3.1 Inclusions

A The boundary has been re-drawn slightly at its far west end to incorporate the cottage and associated space adjoining The Wheatsheaf. The cottage continues the characteristic style and proportions of the main pub, including the same quoin detailing.

3.2 Exclusions

B The residential properties at the top of Town Lane, between the mini roundabout and The Swan are modern developments post-dating the Second World War. Although the use of brick and tall boundary walls are characteristic of the Conservation Area, this group is not of sufficient special historic or architectural interest to warrant inclusion within the boundary.

C The two pairs of semi-detached properties on the east side of Oaks Road post-date the Second World War and do not exhibit any of the characteristic features of the Conservation Area.

D The previous boundary east of 56 High Street encompasses largely modern developments until it terminates at the former Lord Knyvett’s school. The configuration is illogical in relation to current plot boundaries and the former schoolhouse already has extensive protection as a listed building and scheduled monument. To emphasise the integrity of the Conservation Area as recognition of the historic village core, this extension along the High Street has been excluded.



- Replacement of traditional windows with uPVC units:** Modern units are typically positioned flush with a building's external elevation and consequently reduce the characteristic depth of historic facades created by older windows set back within the reveal. uPVC units typically also have thick frames and false glazing bars which are intended to copy traditional styles but are in reality misproportioned. With traditionally constructed buildings, there is also potential for uPVC windows to worsen issues concerning damp and moisture build up internally.
- Inappropriate mortar repairs:** This issue particularly affects the characteristic boundary walls at the centre of the Conservation Area. Mortar which has been applied thickly and sits proud of the brick face ('ribbon pointing') causes issues in the longer term with the bricks' ability to expel moisture. Pointing repairs using a cement-based mortar also causes this problem. Both approaches to repointing have potential to cause spalling and deterioration of the brickwork.
- Efflorescence and vegetation growth:** This issue also affects the characteristic boundary walls at the centre of the Conservation Area, especially as these are frequently supplemented with adjacent planting. Efflorescence is indicative of moisture being expelled, leaving a mineral build up on the surface which is to be expected within certain parameters but excessive cycles of wetting/drying can ultimately accelerate the deterioration of the mortar and brickwork. Vegetation rooting within the mortar joints can also cause structural instability if left unmanaged.
- Surface water pooling:** In periods of prolonged or heavy rainfall, several locations within the Conservation Area suffer localised pooling. In the long term, insufficient drainage has potential to erode road surfaces and kerbstones, as well as splash further moisture up the lower sections of nearby structures and thereby accelerate their decay.
- Telecommunication poles and wires:** Prominent poles and high-level wires are positioned at intervals throughout the Conservation Area, including one on the village green. Visually, these compete with the historic character of the streetscapes and detract from the traditional style and proportions of the lantern streetlights.
- Satellite dishes:** As the Conservation Area primarily contains residential properties, there is a large number of externally-mounted satellite dishes – frequently on primary or highly visible elevations. These are modern features which individually detract from the architectural quality of their host building and cumulatively impact the wider streetscapes.
- Modern commercial signage:** Supplementary signage including banners and A-boards are detracting features within the streetscape but are generally only present in relation to the operational pubs and two groups of modern shops on the north side of the High Street.
- Modern shopfronts:** The two groups of shops within the Conservation Area are modern infill developments with various different styles of shopfront. Some have traditional features such as a canopy and stall riser; however, the majority have overly-prominent facias and window stickers.



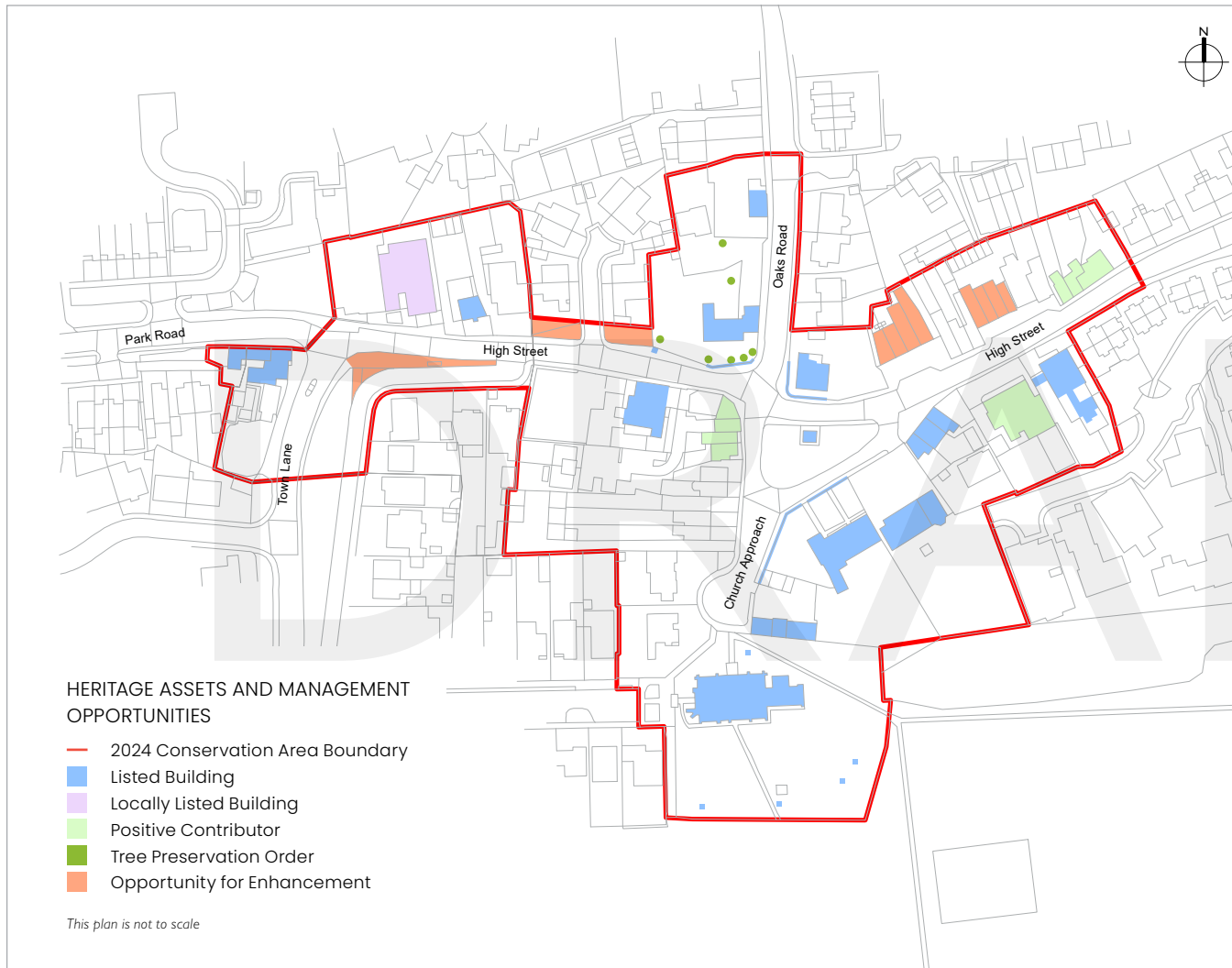
An example of ribbon pointing, efflorescence and vegetation growth affecting a brick wall



A telecommunications pole competing with a key view of the church



Modern shopfronts, which are out of keeping with the character of the Conservation Area



5.1 Conservation Area Designation - Control Measures

In order to protect and enhance the Conservation Area, any changes that take place must conserve its character and special interest. Statutory control measures are intended to prevent development that may have an individually or cumulatively negative effect. Control measures within include:

- Planning permission will usually be required to totally or substantially demolish buildings or structure (including walls, gate piers and chimneys). This will also need a heritage statement (sometimes called a heritage impact assessment) as part of the application.
- The extent to which permitted development (i.e. changes that are allowed without requiring consent from the local authority) may be restricted. For example, replacement windows, different elevational finishes or the installation of satellite dishes.
- Trees with a diameter of 75mm or greater, measured as 1.5m above the soil level are protected. Any work proposed to these trees require permission from the local authority by means of a planning application. This allows the authority to determine whether a tree preservation order (TPO) is necessary.
- Advertisements and other commercial signage may be subject to additional controls and/or require planning permission.



5.2 Conservation Aims and Best Practice

There is no generally accepted detailed definition of ‘best practice’ in conservation: it is a term used to describe the management of change (including repair) so that the integrity and character of a historic site is not eroded or compromised. It is not the intention of conservation best practice to prevent change from happening: alterations can still be carried out but should be subject to additional scrutiny to ensure that the special interest of the Conservation Area is protected.

It is the purpose of this Appraisal to provide guidance that will help achieve these aims. Overall, any change in the Stanwell Conservation Area should seek to:

- Preserve its historical features;
- Enhance, where possible, its special interest;
- Positively contribute to its established character; and
- Be high quality.

5.3 Positive Contributors and Opportunities for Enhancement

A positive contributor is a building, structure or feature which beneficially adds to the overall character of its local area. This is true of most buildings within a conservation area. The extent to which a building will positively contribute will largely depend on the integrity of its historic form and is not restricted to its principal elevation. For example, roofscapes and side/rear elevations all make a positive contribution. Modern buildings can also make a positive contribution where they have been sensitively designed to suit their setting. A list of positive contributors in the Stanwell Conservation Area is included in Appendix A; these are also identified on the heritage assets plan on the previous page.

Criteria for identifying positive contributors include:

- Group value;
- Associations with notable architects or other historical figures;
- Position and presence within the streetscape;
- Use of characteristic materials, architectural motifs or detailing;
- Physical or historical relationship with neighbouring buildings; and
- Historical use.

Beyond general conservation best practices, there are limited opportunities for additional enhancement within the Conservation Area. There is scope for future changes to the two groups of modern shops to include designs that are more sympathetic of the surrounding historic character and subsequently reduce their detracting visual impact. There is also potential to enhance the landscaping along the High Street west of Brook Cottage to improve the western approach into the centre of the village.

5.4 Repairs and Replacement

5.4.1 ‘Like-For-Like’

A term that is frequently used in conservation is ‘like-for-like’ replacement or repair. This is frequently – and mistakenly – taken to mean that a modern alternative that generally echoes the style of the element removed is acceptable. However, this is not accurate or acceptable. Like-for-like should always be interpreted as an alternative that matches the historic element removed in terms of its material, dimensions, method of construction, finish, means of installation and any other feature specific to the original element, such that the modern replacement is hardly discernible from the original (accepting that its condition will be greatly improved where the original has failed beyond repair).

For example, modern uPVC windows in imitation of Victorian-style sash windows but with false glazing bars and a top-hung casement opening mechanism do not constitute a like-for-like replacement for traditional timber-framed Victorian sliding sash windows, although they may appear stylistically similar.

5.4.2 Repairs and Replacement

Repairs and replacement are inevitable with any building or site, regardless of age; however, within a conservation area, it is especially important that this is carried out sensitively to protect the historic fabric of its buildings and respect the character of the wider area. Key points to remember when looking to carry out repair work or install replacement features are:

A method of repair that was suitable for one building may not be suitable for another. Repair and replacement should always be considered on a case-by-case basis.

- Repairs using appropriate materials and techniques are always preferable over wholesale replacement.
- Where a historic feature has degraded beyond repair, replacement should be carried out on a like-for-like basis.
- Where seeking to improve failing modern features, a traditionally-designed alternative using appropriate materials is preferable. For example, the replacement of uPVC gutters and downpipes with lead, cast iron or coated aluminium alternatives that better reflect the traditional character of the Conservation Area.
- Cement-based mortars and/or ribbon pointing are harmful to historic brickwork and masonry. Repairs to any pointing should be carried out in a lime mortar after any cementitious mortar has been raked out. This will ensure the longevity of the historic built fabric.



- Due consideration should be given to the sustainability of the repair or replacement, i.e. what is its lifespan? What maintenance will be required to prolong this?
- Reversibility is an important consideration as better alternative may become available in the future.
- Historic external detailing should be retained or, where damaged beyond repair, replaced on a like-for-like basis. This includes (but is not limited to): the texture and colour of render; size and colour of bricks used, and the bond in which they are laid; stone dressings; and chimneystacks.
- The reinstatement of historic features that have been lost is favourable. For example, re-exposing brickwork that had been rendered or painted over.

The repair and replacement of windows can have a notable effect on the character and special interest of the conservation area, both positively and negatively. The aim should always be to retain historic windows wherever they survive, carrying out refurbishment work where needed to make sure they remain usable. Timber frames are preferable over uPVC for a number of reasons, mainly their comparative slimness and breathable quality which has a positive knock-on effect on the overall condition of the historic building.

5.5 Maintenance

Maintenance differs from repair in that it is a pre-planned, regular activity intended to reduce instances where remedial or unforeseen work is needed. The higher the levels of maintenance, the less need to carry out repairs. Regular maintenance activity should include annual gutter clearing, seasonal vegetation control and repainting external joinery with an oil-based paint. This is not an exhaustive list and each historic building will have its own specific needs. Larger historic buildings and those which are listed may benefit from occasional condition surveys (usually around every five

years) to highlight their individual maintenance and repair needs.

The maintenance requirement of a building will depend on its age, materials and susceptibility to wear. Historic England, the Society for the Protection of Ancient Buildings (SPAB) and other heritage bodies publish specialist guidance on the suitable maintenance and repair methods for different historic buildings.

5.6 Trees

Trees are afforded extra protection within the Conservation Area and there are several tree preservation orders already in place. Any tree surgery work should be carried out only once the relevant permission has been sought. The management of the planted elements within the conservation area is beneficial to its overall appearance and potentially also to the condition of the buildings where root damage may pose a threat.

5.7 Public Realm

Public realm features, including bins, bollards, seating and planters, etc. often become outdated in their appearance. This can be due to heavy wear, antisocial behaviour or as a result of poor design and short-lived trends. Successful public realm schemes are contextual, using high-quality materials that echo the character of the wider area. Any additions or amendments to the public realm will also need to take account of highways and other relevant regulations.

5.8 Modern and New Development

It is not the intention of conservation area designation to prevent new development or entirely exclude existing modern development where this is woven into a surrounding historic space. Instead, it puts in place a process whereby any proposals are more thoroughly studied to ensure that the special interest of the conservation area is protected and opportunities to improve its character are identified.

New development can range from entire new buildings to the introduction of new features, however small, on existing buildings. New development within the setting of the conservation area should also be carefully managed as it has the potential to detract from its character and special interest. The potential for substantial new development inside the conservation area boundary is generally limited to the replacement or alteration of those buildings, generally from the mid-late 20th century, which do not positively contribute to its character. Any proposals will need to be considered on a case-by-case basis and take account of:

- The significance of any existing building affected;
- The impact on the setting of neighbouring listed buildings and/or positive contributors;
- How local features and materials can be incorporated into the new design;
- Whether or not any historical plot boundaries survive or could be recoverable;
- The impact of the overall scale, massing and design on the wider streetscape;
- The loss of any important rear/side elevations or views of these;
- Characteristic boundary treatments and planting;
- The potential for below-ground or built archaeology; and
- Any other heritage or conservation constraints identified.



The addition of new features on existing buildings can be detrimental to the individual buildings as well as the overall character of their wider setting if unmanaged. Specifically:

- Television aerials and satellite dishes should not be fixed to principal or highly visible elevations, or chimneystacks.
- Features such as external lighting and security cameras should be as discreet as possible.
- Solar panels should be restricted to rear or secondary elevations, especially where a building forms one of a group.
- Internal alterations can have an external impact; for example, staircases cutting across windows or the removal of chimneybreasts necessitating the removal of the associated chimneystack.

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Spelthorne Borough Council, *Stanwell Conservation Area Preservation and Enhancement Proposals*, 1992.

A History of the County of Middlesex: Volume 3, Shepperton, Staines, Stanwell, Sunbury, Teddington, Heston and Isleworth, Twickenham, Cowley, Cranford, West Drayton, Greenford, Hanwell, Harefield and Harlington, ed. Susan Reynolds (London, 1962).

Spelthorne Borough Council, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016), <https://www.spelthorne.gov.uk/article/17644/Listed-and-locally-listed-buildings-information>

Surrey County Council Archaeology, <https://www.surreycc.gov.uk/culture-and-leisure/archaeology>

National Heritage List for England, <https://historicengland.org.uk/listing/the-list/>

Historic England, <https://historicengland.org.uk/>

Society for the Protection of Ancient Buildings, <https://www.spab.org.uk/advice>

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APPENDIX A: HERITAGE ASSETS



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Address	Heritage Status	Additional Assessment
Stanwell war memorial, High Street	Grade II listed	List entry number 1393523
Forecourt wall and gate piers of Dunmore House, 40 High Street	Grade II listed	List entry number 1187045
Dunmore House, 40 High Street	Grade II* listed	List entry number 1204875
40B High Street	Grade II listed	List entry number 1298895
Boundary wall between 40B and entrance to Coachman's Cottage, High Street	Grade II listed	List entry number 1204814
Coachman's Cottage, 38 High Street	Grade II listed	List entry number 1187041
Churchyard tombs x5	Grade II listed	List entry number 1281005 / 1187043 / 1298896 / 1204863 / 1187044
Church of St Mary	Grade I listed	List entry number 1187042
The Vicarage, 42 High Street	Grade II listed	List entry number 1187046
46 and 48 High Street	Grade II listed	List entry number 1204882
Old Farm Guest House, 56 High Street	Grade II listed	List entry number 1187047
Windsor Cottage, 29 High Street	Grade II listed	List entry number 1298894
Cheyne Cottage, 7 Oaks Road	Grade II listed	List entry number 1298901
Brook Cottage, boundary walls and iron railings, 25 High Street	Grade II listed	List entry number 1187040

Address	Heritage Status	Additional Assessment
The Swan Public House, High Street	Grade II listed	List entry number 1204809
The Wheatsheaf Inn and Wheatsheaf Cottages	Grade II listed	List entry number 1298902 (NB: the conversion of the historic pub into residential dwellings was permitted in 2023).
13 High Street	Grade II listed	List entry number 1187039
Milestone, High Street	Grade II listed	List entry number 1204803
Village Hall, High Street	Locally listed	LL/071, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
22/22a/24 High Street	Positive contributor	The retained fascia of a historic shopfront on the corner of this group is especially notable. The replacement windows are in keeping with the proportions of the building and wider character of the Conservation Area.
Five Bells Public House, High Street	Positive contributor	A good example of an early 20th-century pub with traditional features.
57-61 (odds) High Street	Positive contributor	Historic interest as a 19th-century development with original proportions. Potential for enhancement with replacement of modern windows with traditional units.

Additionally, the National Heritage List for England still identifies a Grade II listed granary (list entry number 1187048) east of 56 High Street, which no longer exists.

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UPPER HALLIFORD
CONSERVATION AREA APPRAISAL
APRIL 2024 (DRAFT)

- Pending:
- Full coverage of OS basemapping
 - Remove draft stamp
 - Add revised boundary to historic maps

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UPPER HALLIFORD: CONSERVATION AREA APPRAISAL

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1.1 Introduction

The Upper Halliford Conservation Area was originally designated in February 1993. This Conservation Area Appraisal has been prepared in April 2024 and is intended as Supplementary Planning Guidance. It follows advice given by Historic England as set out in *Advice Note 1: Conservation Area Appraisal, Designation and Management* published 8 February 2019.

This Conservation Area Appraisal seeks to analyse the special architectural and historic interest of the Upper Halliford Conservation Area. It also identifies opportunities for beneficial change and the need for additional protection. The Appraisal also reviews the boundary and provides justification for a series of recommended alterations.

The review of the Upper Halliford Conservation Area and the production of the Conservation Area Appraisal are part of a wider aim by Spelthorne Borough Council to preserve or enhance the special character and appearance of the Conservation Area. It will also enable sustainable decisions to be taken about its future management.

1.2 Planning Policy Context

Section 69 1(a) of the *Planning (Listed Buildings and Conservation Areas) Act 1990* states that a Conservation Area is an 'area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. It goes on to state that the duty of Local Planning Authorities is 'from time to time to review the past exercise of functions under this section (Section 69(2)) and to determine whether any parts or any further parts of their area should be designated as Conservation Areas'.

Section 72 of the 1990 Act further states that, 'with respect to any buildings or land in a conservation area special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area' (in the exercise of the Local Planning Authority's planning function). In order to carry out this duty the character of the Conservation Area needs to be clearly defined and understood (i.e. a character appraisal).

This appraisal complies with government guidance on the management of the historic environment through the *National Planning Policy Framework (NPPF)* as amended in December 2023. The appropriate conservation of heritage assets is one of the 'Core Planning Principles' that underpins the planning system.

Further details of the conservation of heritage assets are set out in the NPPF at Chapter 16, Conserving and enhancing the Historic Environment. Para 195 states that '[Heritage assets] are an irreplaceable resource and should be conserved in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of existing and future generations'.

Para 198 states that '*Local Planning Authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area...*' The Upper Halliford Conservation Area Appraisal follows the latest guidance provided by Historic England as set out in '*Advice Note 1: Conservation Area Appraisal, Designation and Management (second edition)*' published 8 February 2019.

Local planning policy is currently managed under the 2009 Development Plan, which will soon be superseded by the policies set out in the Emerging Local Plan 2022-2037.

1.3 Summary of Key Elements

The key themes and features which define the character of the Upper Halliford Conservation Area are:

- Its origins as a rural medieval village with a long history of occupation.
- Its historic configuration, centred around the village green, and the retention of its principal historic thoroughfares.
- Domestic scale and massing, with the majority of properties set back within garden plots and behind boundary treatments.
- The survival of many historic brick walls, some reaching substantial heights.
- An eclectic mixture of architectural styles, which illustrates the historic evolution of the village and contemporary architectural fashions.
- The survival of a number of smaller dwellings of historically humble status, including the row of brick-built cottages at Grange Farm, which reference the rural agricultural character of the settlement prior to the loss of several historic farmsteads.
- The survival of the village green and several substantial green verges.
- Mature planting throughout the Conservation Area, both within important open spaces and along property boundaries.



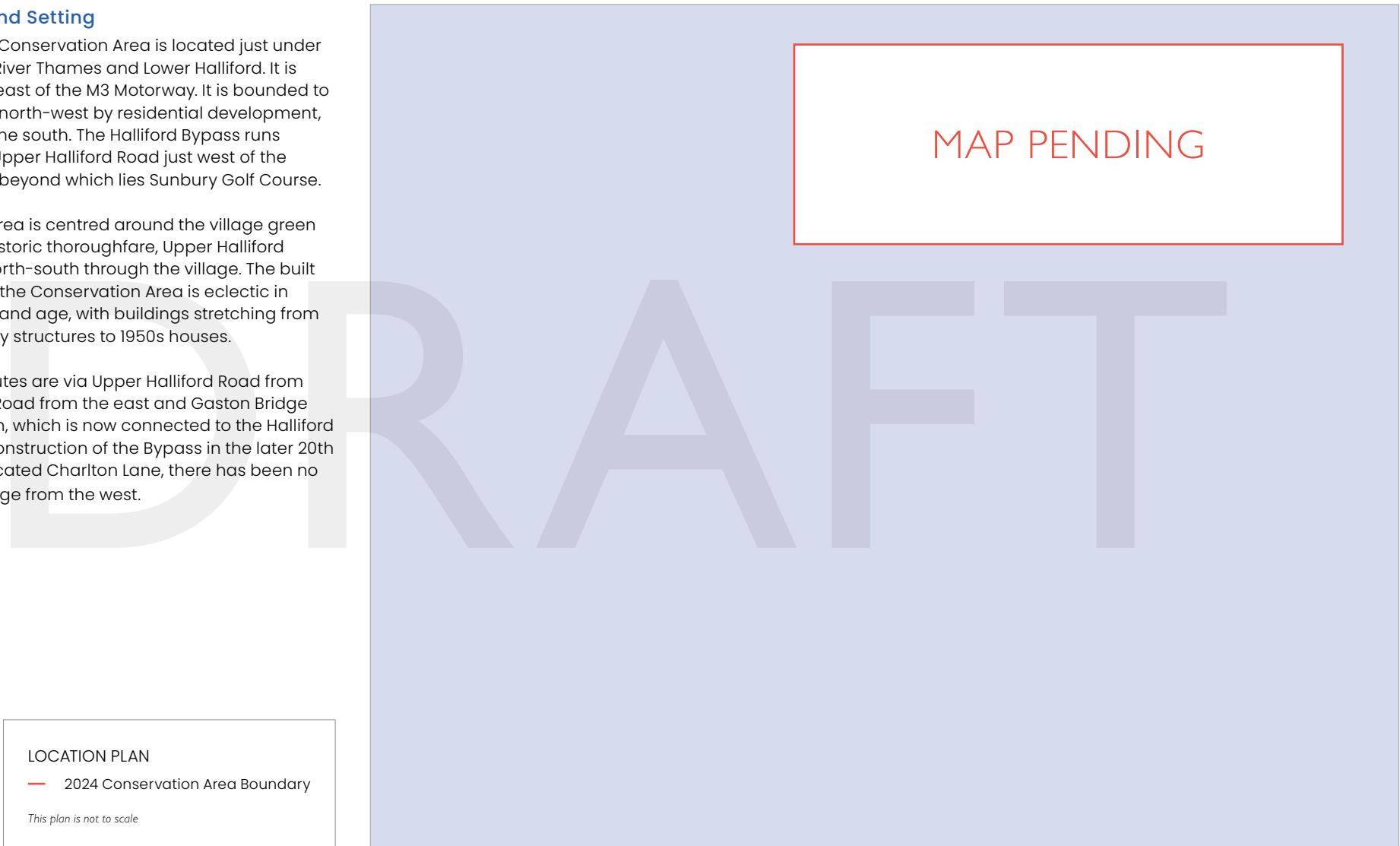
2.1 Location and Setting

The Upper Halliford Conservation Area is located just under a mile north of the River Thames and Lower Halliford. It is roughly half a mile east of the M3 Motorway. It is bounded to the north, east and north-west by residential development, with open fields to the south. The Halliford Bypass runs roughly parallel to Upper Halliford Road just west of the Conservation Area, beyond which lies Sunbury Golf Course.

The Conservation Area is centred around the village green and the principal historic thoroughfare, Upper Halliford Road, which runs north-south through the village. The built environment within the Conservation Area is eclectic in configuration, style and age, with buildings stretching from humble 18th-century structures to 1950s houses.

Principal access routes are via Upper Halliford Road from the north, Halliford Road from the east and Gaston Bridge Road from the south, which is now connected to the Halliford Bypass. Since the construction of the Bypass in the later 20th century, which truncated Charlton Lane, there has been no access into the village from the west.

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LOCATION PLAN

— 2024 Conservation Area Boundary

This plan is not to scale

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2.2 Origins and Historic Development

2.2.1 Timeline

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Early History

The first documented reference to Halliford is from 962 AD, and there was a settlement here by 1194. Upper and Lower Halliford were referenced as separate settlements in the 13th century. At this time, Lower Halliford was the seat of the manor with Upper Halliford being an affiliated hamlet.

Medieval and Early Modern Eras

Although the earliest built structures in Upper Halliford date from the 18th century, the principal roads, centred on the village green, likely represent a medieval configuration. During the medieval and early modern eras, most of the parish was occupied by commons and open fields, and the local economy was supported by agriculture.

18th Century

Like Lower Halliford to the south, during the 18th century Upper Halliford saw the construction of substantial dwellings in large private grounds and the gentrification of formerly lower-status houses. An example is Halliford Manor (formerly known as Clock House) which was likely constructed in the mid-18th century alongside Clock Cottage (its former coach house). The historic core of the Goat Inn also dates from the 18th century.

19th Century

The number of grand private residences in Upper Halliford continued to grow during the 19th century. Surviving examples include Halliford House (1803) and Frith Grange (early 19th-century core). Historic maps indicate that 19th-century Upper Halliford was also home to several farms and many modest dwellings.

20th Century

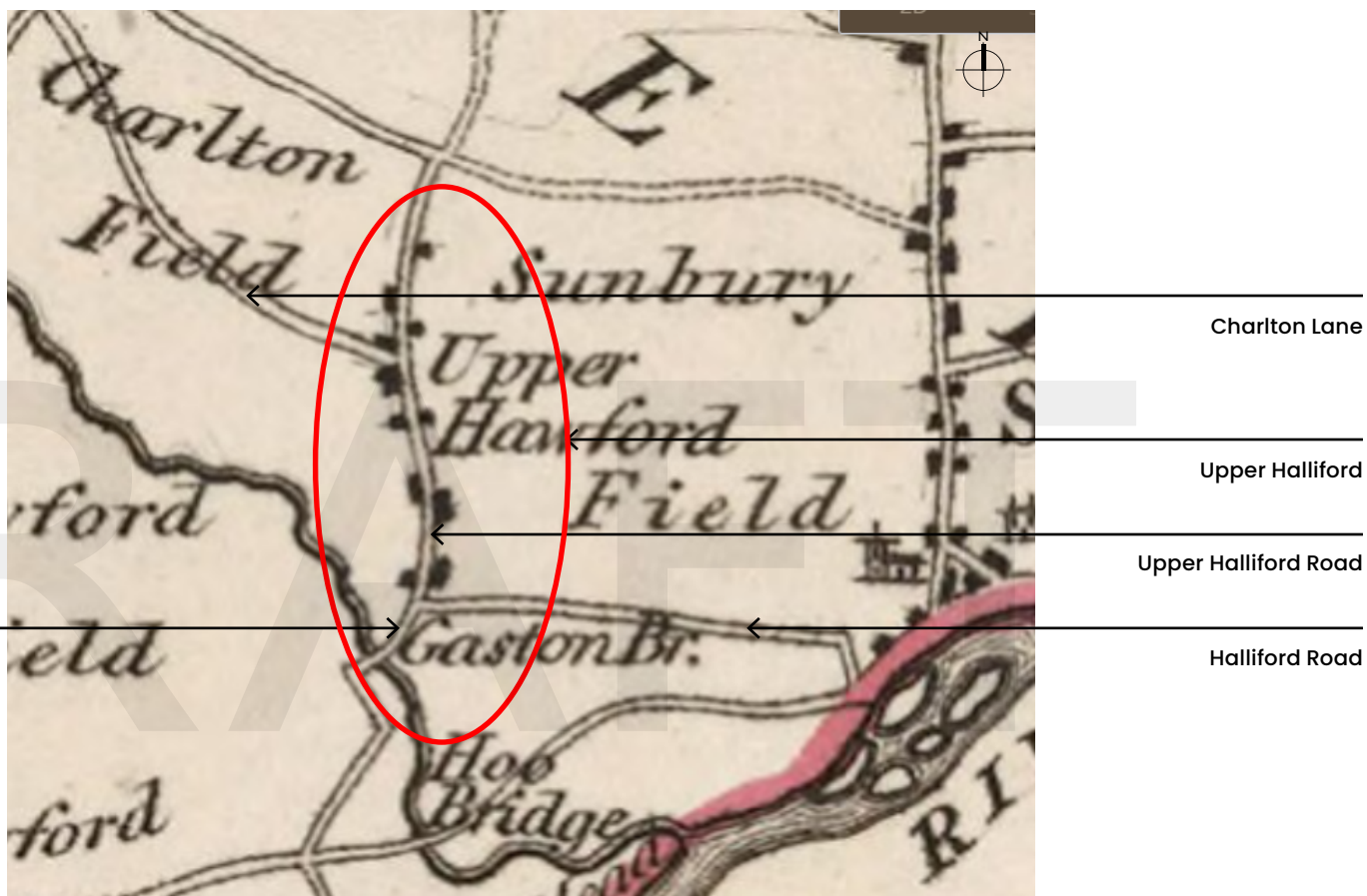
Until St Andrew's Church was constructed circa 1900, religious conformists in Upper Halliford were served by the parish church over a mile away in Shepperton (there was once an 18th-century non-conformist chapel and mission room on Upper Halliford Road, since lost). The mid to late 20th century has been characterised by residential development, particularly around the village green.



2.2.2 Illustrated Historical Development

Cary's map of 1801 records Upper Halliford as 'Upper Hawford'. The historic configuration of the main roads into and out of the village - Upper Halliford Road, Halliford Road and Gaston Bridge Road - are shown. The map also shows Charlton Lane, which has since been truncated by the Halliford Bypass but historically connected Upper Halliford with Charlton to the north-west. Upper Halliford Road is recorded as the main thoroughfare, with buildings aligned on either side.

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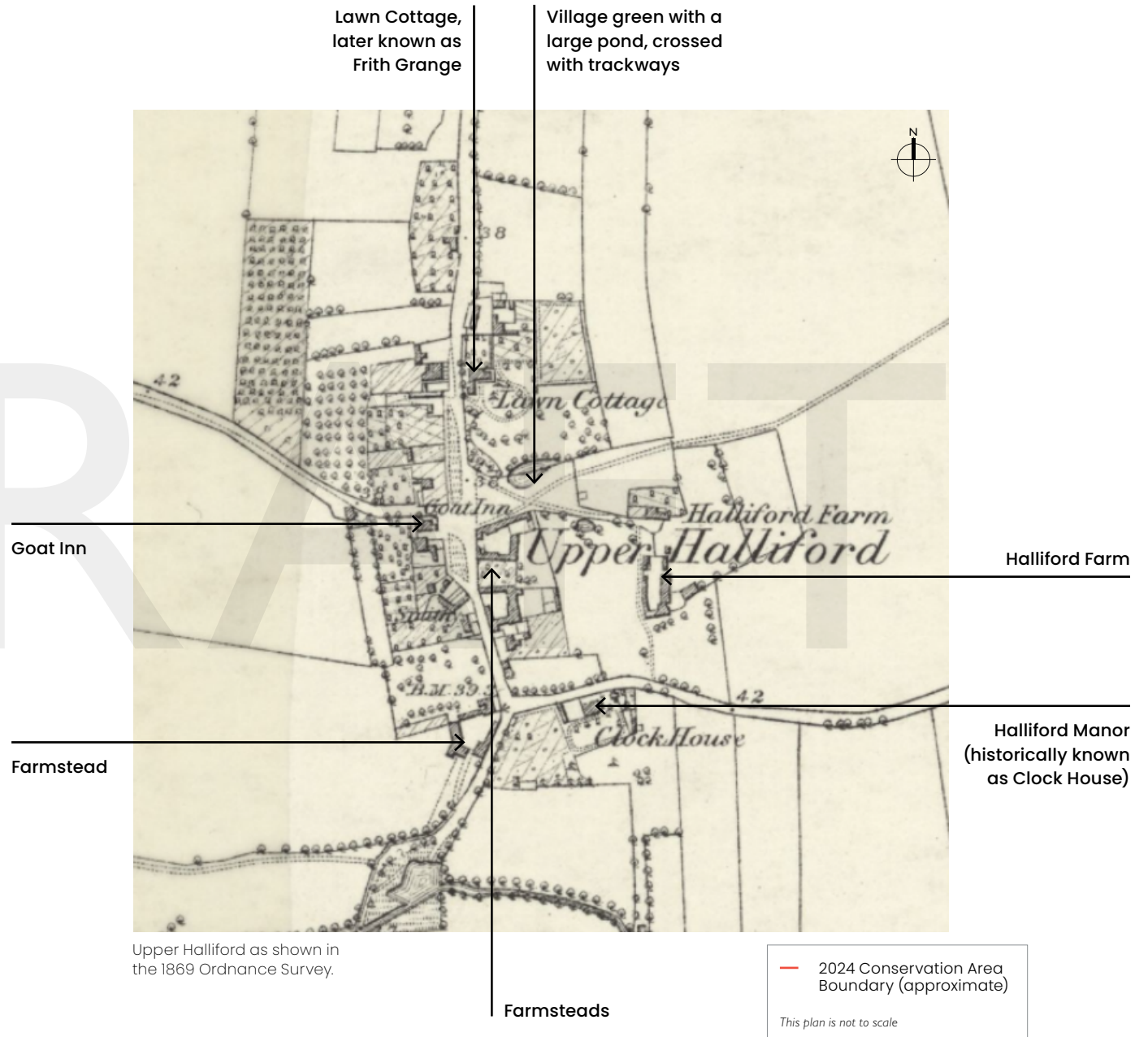
Upper Halliford as shown in John Cary's map, 1801.

SECTION 2.0: ASSESSING SPECIAL INTEREST



The 1869 Ordnance Survey illustrates the historic centrality of the village green to Upper Halliford. The green is shown to have been crossed with trackways in a similar position to the current access roads. To the north of the green was a pond, presumably used for watering horses and livestock from the surrounding farms. South of the green, two groups of structures arranged around central courtyards indicate the site of historic farmsteads. The dwelling known as 'Rose Cottage' at 14 Upper Halliford Road was originally part of the southern farmstead. To the far east of the green lay a further farmstead known as 'Halliford Farm'.

As well as illustrating the rural, agricultural character of 19th-century Upper Halliford, the 1869 Ordnance Survey also demonstrates that the village had attracted the construction of substantial dwellings in private, often landscaped grounds. These include Halliford Manor, or 'Clock House' as it was then known (18th century) and Frith Grange (19th century), identified on the map as 'Lawn Cottage'. The map shows the 18th-century Goat Inn, then occupying a much smaller footprint, on the corner of Upper Halliford Road and Charlton Lane.



Upper Halliford as shown in the 1869 Ordnance Survey.

SECTION 2.0: ASSESSING SPECIAL INTEREST



Changes evident in the Ordnance Survey of 1898 include the construction of Halliford Manor House, between Halliford Manor and Clock Cottage (the former coach house for the earlier dwelling). All three properties are shown in the 1898 Ordnance Survey as one estate known as 'Clock House', which shows the 19th-century addition was conceived as an extension rather than a separate residence. New glasshouses had been constructed in the grounds of the house, on the boundary with Gaston Bridge Road.

The pond straddling the boundary of the village green and the grounds of 'The Lawn' (later Frith Grange) had been partially infilled. 'The Lawn' had been extended to the south. New residential dwellings had been built on the west side of Upper Halliford Road since 1869.



'The Lawn' - extended since 1869

Pond on green partially infilled since 1869

Clock House extended to the west, reducing the open space between the 18th-century dwelling to the east and its affiliated coach house

New glasshouses in the grounds of Clock House

Upper Halliford as shown in the 1898 Ordnance Survey.

— 2024 Conservation Area Boundary (approximate)

This plan is not to scale

SECTION 2.0: ASSESSING SPECIAL INTEREST



By the Ordnance Survey of 1912, the property known today as Frith Grange had been altered to achieve its current proportions. The house had been disconnected from a linear structure to the south to which it was adjoined in 1898.

No.42 Upper Halliford Road, to the south of Frith Grange, had been adapted or rebuilt. Its footprint in the 1912 Ordnance Survey is roughly commensurate with its current proportions.

The 1912 map shows St Andrews Church (c.1900) for the first time. It also shows additional buildings on the site known today as Grange Farm.



Additional infrastructure on the site of Grange Farm

Frith Grange - remodelled since 1898 in line with current proportions

42 Upper Halliford Road, rebuilt or remodelled since 1898

St Andrew's Church, c.1900

Upper Halliford as shown in the 1912 Ordnance Survey.

— 2024 Conservation Area Boundary (approximate)
This plan is not to scale

SECTION 2.0: ASSESSING SPECIAL INTEREST



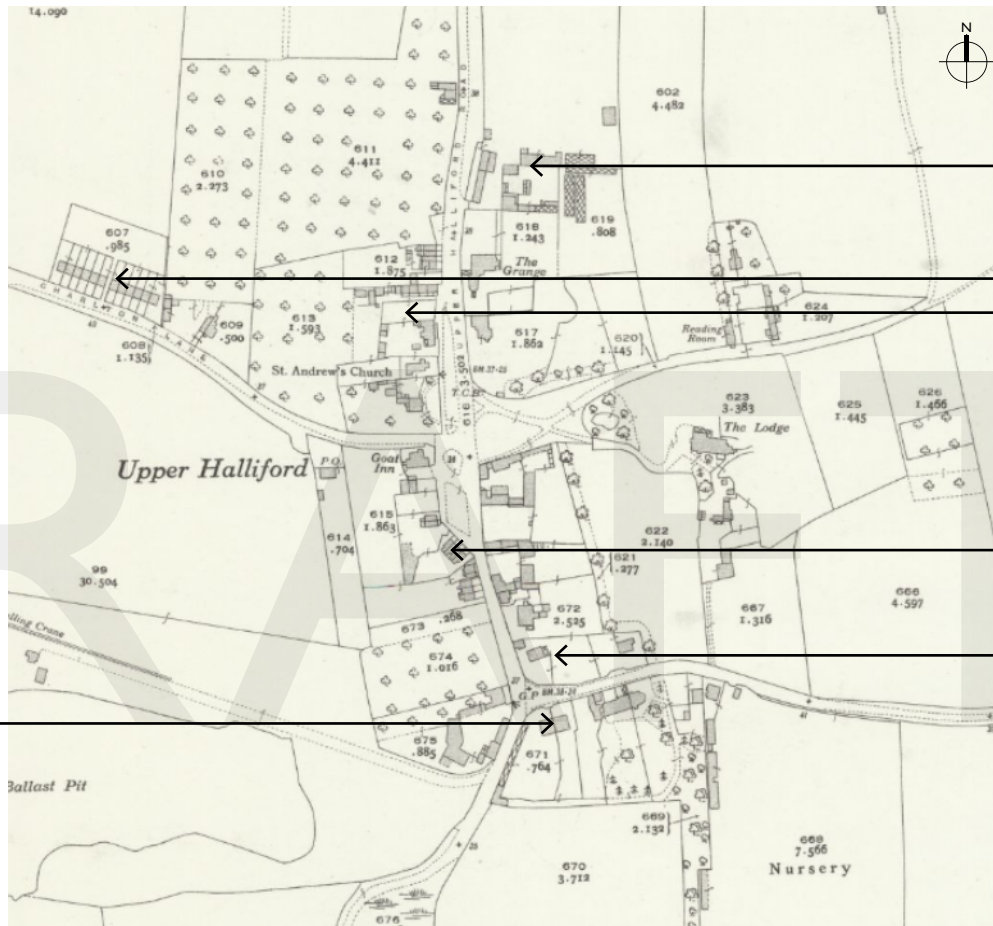
Several changes can be seen in the Ordnance Survey of 1934. New plot boundaries within the grounds of Clock House indicate that the house had by this time been subdivided to provide Halliford Manor, Halliford Manor House and Clock Cottage. A new pair of houses had also been built to the west in the former grounds of Clock House.

A house in private grounds, shown facing onto Upper Halliford Road at the junction with Gaston Bridge Road and Halliford Road in 1912, had been demolished. The plot boundaries had been redrawn and the house had been replaced with the current 4 Upper Halliford Road.

A small terrace of four houses had been erected in the centre of the village, in the grounds of a former smithy which had been demolished since 1912. The map also shows new terraces on Charlton Lane just west of the Conservation Area boundary.

The Goat Inn had been extended, and the infrastructure at Grange Farm, to the north of the village, had continued to develop. A former non-conformist chapel opposite Frith Grange had been demolished since 1912.

New pair of houses since 1912. Former grounds of 'Clock House' subdivided since 1912



Upper Halliford as shown in the 1934 Ordnance Survey.

— 2024 Conservation Area Boundary (approximate)

This plan is not to scale

New structures at Grange Farm since 1912

New terraced housing off Charlton Lane

Site of former chapel demolished since 1912

Terrace of four houses built within plot boundary of former smithy

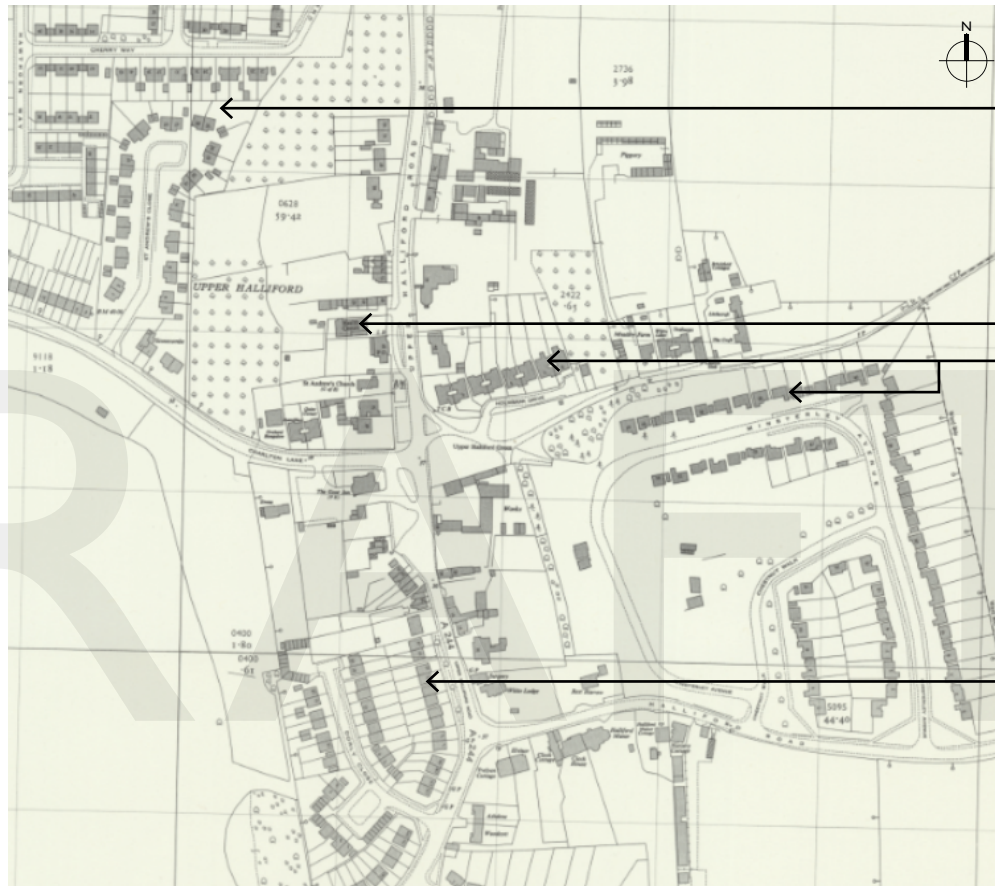
Property fronting Upper Halliford Road in 1912 demolished and replaced with no. 4 Upper Halliford Road.

SECTION 2.0: ASSESSING SPECIAL INTEREST



There was much residential development both within and adjacent to the Conservation Area boundary between 1934 and 1961. This included the construction of the four pairs of distinctive mid-20th century houses on the western side of Upper Halliford Road. Residential estates had also been built around the village green.

Since 1961, the former farmsteads on the west side of Upper Halliford Road have been lost and a new estate, Home Farm Close, had been built. The bypass has been constructed since this date.



Post-war estates just outside the Conservation Area boundary

Health Centre, now Halliford Community Centre

New residential development around the green

Arts and Crafts inspired dwellings at the bottom of Upper Halliford Road

Upper Halliford as shown in the 1960 Ordnance Survey.

— 2024 Conservation Area Boundary (approximate)

This plan is not to scale

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2.3 Archaeological Potential

The archaeological landscape of Surrey is documented and protected under the remit of Surrey County Council, who recognise two levels of heritage asset designation in addition to statutory protection (scheduled monuments):

County Sites of Archaeological Importance (CSAI) – sites where there is a proven archaeological presence and where that archaeology is known to be of a standard and quality to require a definite presumption in favour of preservation in-situ.

Areas of High Archaeological Potential (AHAP) – defined zones which have been examined by the County Archaeologist and determined to likely contain good evidence for the existence of archaeological remains. The determination is largely based upon information in the County HER, as well as information on previous finds, past investigations, historic maps, aerial photograph, and thematic surveys.

There are no AHAPs, CSAIs or scheduled monuments in the Upper Halliford Conservation Area.

2.4 Built Form and Architecture

Upper Halliford Conservation Area is centred around the village green. Historic structures are concentrated on Upper Halliford Road (which runs north-south through the village) and at the western end of Halliford Road (which connects Upper Halliford with Sunbury to the east). The Conservation Area generally has an open built grain, characterised by detached historic properties set back from the road within gardens of varying sizes. More recent residential development in the Conservation Area likewise comprises detached or semi-detached houses with enclosed front gardens.

The Conservation Area has a strong sense of openness, particularly in the centre of the village where the green and the substantial verges opposite afford large areas of open space. The road is also significantly wider in this area. The age and original function of this open space opposite the green, used today for parking, is unclear; it was present in the mid-19th century and may have originally been common land associated with the green.



Aerial imagery of Upper Halliford during the 1920s, looking north-west. The wider section of road to the east of the Goat Inn is shown here. The grass verges may represent areas of former common land, around which roads were subsequently formed or expanded. Reproduced with permission of the Sunbury and Shepperton Local History Society.

SECTION 2.0: ASSESSING SPECIAL INTEREST



In scale and appearance, the Conservation Area is overwhelmingly domestic, with most evidence of historic agricultural activity having been lost during the 20th century. The Goat Inn is a surviving example of historic commercial activity. There are a mixture of large two-storey dwellings with attic space (Halliford Manor), modest cottages (29-35 Upper Halliford Road) and single-storey structures (various ranges around the Goat Inn).

The Conservation Area contains an eclectic mixture of architectural styles, which together illustrate the evolution of Upper Halliford from a small agrarian hamlet to a desirable rural retreat in easy reach of London for the wealthy elite, and, by the early 20th century, into a larger village with enough inhabitants to merit the construction of its own church.

A small number of the historic buildings within the Conservation Area have a vernacular character, meaning they were built from local materials with little regard for architectural fashions. Examples include the row of plain, brick-built cottages at 66-70 Upper Halliford Road (part of Grange Farm) to the north of the Conservation Area. Where they survive, these structures give a sense of how the village would have appeared in earlier times.



The large Neo-Classical properties known as Halliford Manor (left) and Halliford Manor House (right).



The Goat Inn, a historic complex with a mixture of single and double storey ranges, the oldest of which date from the 18th century.



A row of brick-built cottages associated with Grange Farm to the north of the Conservation Area. Architectural detailing is minimal, and windows are irregularly arranged, which is typical of vernacular structures.

SECTION 2.0: ASSESSING SPECIAL INTEREST



There are several larger dwellings within the Conservation Area which were either designed or gentrified in accordance with the latest architectural fashions during the 18th and 19th centuries. These include Halliford Manor and Halliford Manor House, which exhibit a range of Neo-Classical features including regularly arranged sash windows, parapets, projecting cornices / string courses and round-headed or segmental arches. More modest detached houses in the Conservation Area also incorporate Neo-Classical elements, for example the porticos to 49 Upper Halliford Road and The Old House (10 Upper Halliford Road).

Substantial dwellings built in Upper Halliford during the later 19th and early 20th centuries reflect the transition away from Neo-Classicism towards Gothic and vernacular-inspired domestic architecture. This is seen in features such as large street-fronting gables, decorative barge boards and steeply-pitched rooflines. The applied timber-framing to the 18th-century Clock Cottage is likely a 19th-century intervention, reflecting a contemporary interest in vernacular styles.

Later residential development reflects the influence of the Arts and Crafts movement, which was popular in the mid to late-19th century but influenced domestic architecture well into the 20th century. Typical features of the Arts and Crafts style included the use of local, high-quality materials (including richly coloured brick and tile), asymmetrical roofs and leaded or stained glass.



49 Upper Halliford Road. An 18th or early 19th-century dwelling with typical Georgian detailing including a square plan, regularly arranged sash windows and a small portico articulating the principal entrance.



42 Upper Halliford Road, built between 1898 and 1912, illustrates the contemporary fashion for the Tudor Gothic style – with hood moulds over the windows, decorative barge boards, and a strong emphasis on verticality achieved through the steeply-pitched roofs and pointed arches to the front porch.



Four pairs of mid-20th century houses on the west side of Upper Halliford Road. The influence of the Arts and Crafts movement can be seen in the asymmetrical roofline, leaded lights, use of richly coloured red brick and decorative hung tiles.



The materiality of the Conservation Area is varied, constituting a mixture of exposed red and yellow brick, painted brick, and render. Most roof coverings are clay tile although some are slate. There are some prominent examples where lead has been used as weather-proofing or decoration, for example the cupola at Clock Cottage and the dormers to The Old House on Upper Halliford Road.

The roofscape is dominated by pitched and hipped roofs. The differing heights of the buildings and the prevalence of dormers and chimney stacks of multiple sizes and designs affords a varied character.



St Andrews Church, constructed in 1900, utilised a traditional materiality of exposed red and yellow brick.



The distinctive lead-covered cupola on Clock Cottage, Halliford Road.



Brick boundary walls are characteristic of the Conservation Area, particularly around the village green and the eastern side of Upper Halliford Road. In many cases, boundary walls partially obscure the principal elevations of historic dwellings, an effect compounded in the warmer months by mature planting on property boundaries, providing privacy. Some of the historically higher-status properties utilise gate piers to announce their principal entrance (those to Halliford Manor are Grade II listed). Modern properties (excluding those on the north side of the green, which are bounded by a historic brick wall) are generally enclosed by a mixture of low brick walls, timber fencing and plain cast iron railings. The village green is largely edged by knee rail fencing.

There has been widespread replacement of historic sash and casement windows with uPVC units throughout the Conservation Area. These replacements are conspicuous by their disproportionately thick frames and false glazing bars. Some historic timber units survive, for example at the Goat Inn. Doors to historic buildings visible from the public highway generally have a traditional appearance, with some conspicuous modern replacements.

Historic gutters and downpipes have been widely replaced or supplemented with uPVC rainwater goods. In some instances, modern downpipes are inappropriately placed, cutting across highly visible elevations and detracting from their aesthetic interest.



The brick wall separating nos. 1-8 Holmbank Drive from the village green, parts of which constitute the historic boundary wall of 42 Upper Halliford Road. The grounds of this large house were subdivided after 1934 to accommodate additional residential development along the northern side of the green.



A low brick wall outside the historic property known as Rose Cottage on Upper Halliford Road.



Modern uPVC rainwater goods detract from the aesthetic interest of this principal elevation.



SECTION 2.0: ASSESSING SPECIAL INTEREST

2.5 Trees and Open Spaces

Central to the special interest of Upper Halliford is its village green, a roughly rectangular-shaped piece of land in the centre of village which fronts onto Upper Halliford Road. Historic maps show that the green has, at least since the mid-19th century, been intersected by small trackways or footpaths. The green is now surrounded by modern residential development and these trackways have been formalised to form access roads with a modern surface finish.

The lawned areas of the green are protected from vehicular access by knee-high fencing which lines the access roads and the western boundary with Upper Halliford Road. To the north and south are historic brick walls which denote the former boundaries of adjacent dwellings.

On the western side of Upper Halliford Road, deep green verges separate the thoroughfare from adjacent development. It is possible that these areas represent parcels of former common land which were once contiguous with the green. Like the green, the verges are planted with mature trees. Together these spaces serve to soften the streetscape in the centre of the village, providing a generous sense of openness and recalling the rural origins of the Conservation Area.

The combination of street trees and boundary planting on both Upper Halliford Road and Halliford Road provide a pleasant backdrop to views throughout the village, adding colour and texture to the streetscapes.

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Looking towards the eastern edge of the green from the main access road, illustrating the impact of mature trees. Note the knee-high fencing, which is visually prominent within the green.



Generous green verges with mature planting on the western side of Upper Halliford Road, looking south-west.

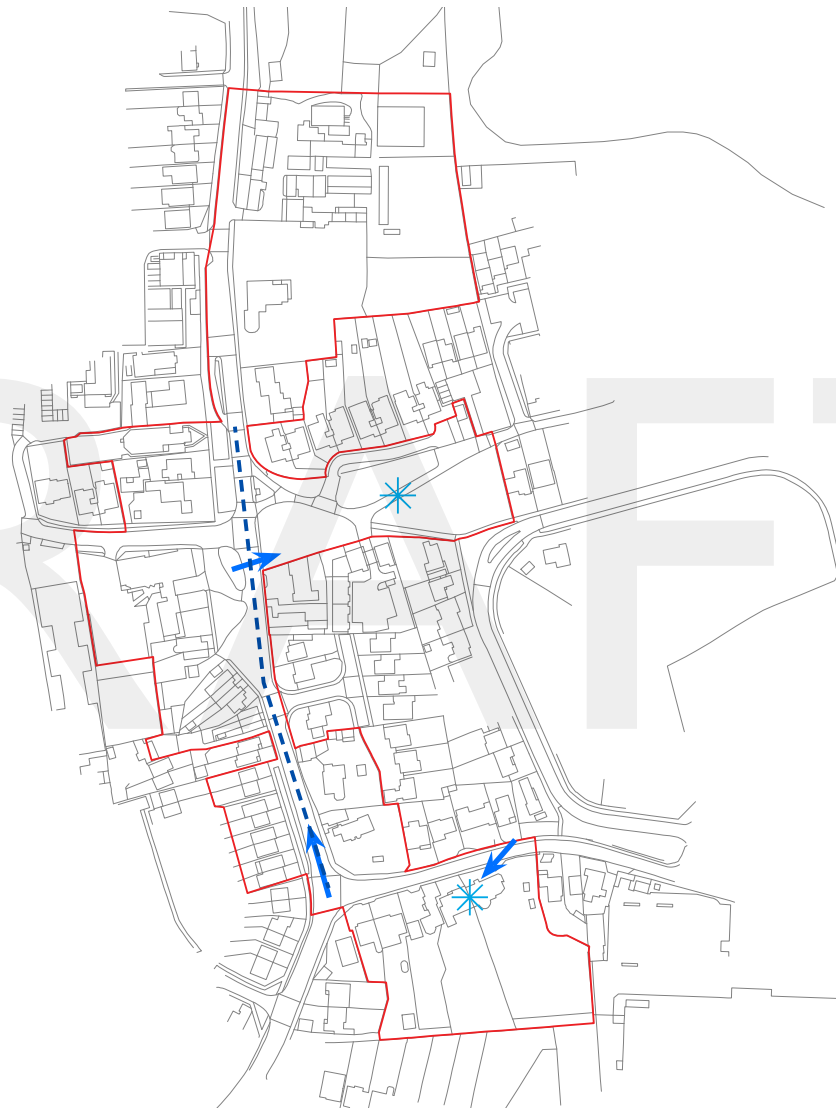


2.6 Views

The village green is a prominent landmark in the Conservation Area. This large open space has considerable visibility and is an important reminder of the historic rural character of the village. Looking into the green from the Goat Inn on Upper Halliford Road, it is possible to appreciate the historic boundary walls flanking the green to the north and south, expansive open space and the clustering of mature trees to the east of the green.

Halliford Manor, Halliford Manor House and Clock Cottage together form a local landmark, announcing the entrance to the historic core of the village from the south-east. They also illustrate the attraction of Upper Halliford as a location for substantial rural retreats from the 18th century.

The combination of historic buildings, boundary treatments and mature planting affords the southern half of Upper Halliford Road the most significant streetscape in the Conservation Area. Streetscape views further north and along Halliford Road feature substantial modern development and are of less significance.



VIEWS PLAN

- 2024 Conservation Area Boundary
- * Landmark
- - Streetscape Views
- Key Views

This plan is not to scale



3.1 Exclusions

- A Exclusion of modern developments either side of the historic village green which do not contribute to the special interest of the Conservation Area.
- B Exclusion of a house constructed since the designation of the Conservation Area and whilst not detracting does not contribute to its special interest.
- C Exclusion of modern houses either side of Halliford Road which do not contribute to the special interest of the Conservation Area.

3.2 Inclusions

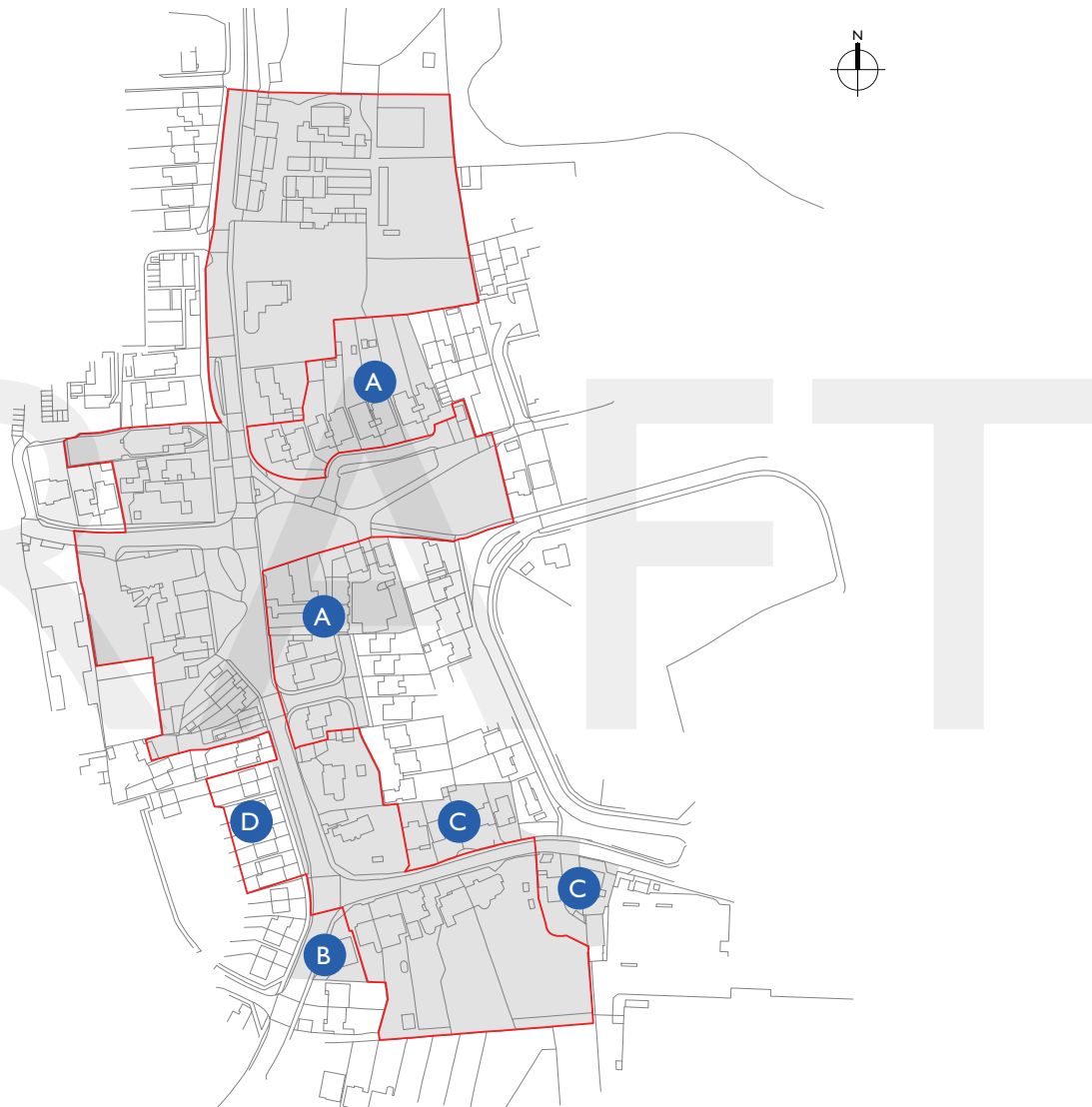
- D Inclusion of four pairs of 1950s Arts and Crafts style houses on the west side of Upper Halliford Road which contribute to the eclectic architectural character of the Conservation Area and continued evolution of the village.

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BOUNDARY REVIEW

- 2024 Conservation Area Boundary
- Previous Conservation Area Boundary

This plan is not to scale





- **Building condition:** Whilst most buildings in the Conservation Area are well maintained, there are a small number of instances where condition is having a negative effect on the appearance of the Conservation Area. The Goat Inn, which is highly visible within the centre of the Conservation Area, is suffering from flaking paintwork and staining from water run-off. The Old House (10 Upper Halliford Road) is in poor condition externally; the roof is showing signs of decay, the prominent leadwork to the dormers is degrading, there is extensive vegetation growth and flaking paint to the gate piers.
- **Condition of brick walls:** Many of the brick boundary walls are suffering from damp and decay due to the use of inappropriate cement mortars. This is particularly noticeable on the south side of Halliford Road, the east side of Upper Halliford Road, and to the south of the village green. In some areas brick walls have substantial vegetation growth, which has the potential to cause structural damage and advance the rate of deterioration.



Historic brick boundary wall deteriorating from inappropriate use of cement mortars.

- **Inappropriate boundary treatments:** There are instances where historic brick boundary treatments have been replaced or supplemented with timber fencing (outside The Goat Inn on Charlton Lane, for example). Likewise, some modern boundary treatments use materials other than brick (a particularly acute example being the modern fencing to the south side of the village green). Brick boundary walls are a key feature of the Conservation Area, with other types detracting from its special interest. There are opportunities to enhance the Conservation Area through the introduction of appropriate brick boundary treatments where these don't currently exist.



Visually prominent servicing and inappropriate timber fenced boundary treatment to the Goat Inn.

- **Replacement of traditional windows with uPVC units:** There has been widespread replacement of historic timber sash windows throughout the Conservation Area. Modern units are typically positioned flush with a building's external elevation and consequently reduce the characteristic depth of historic facades created by older windows set back within the reveal. uPVC units typically also have thick frames and false glazing bars which are intended to copy traditional styles but are in reality misproportioned. With traditionally constructed buildings, there is also potential for uPVC windows to worsen issues concerning damp and moisture build up internally.
- **Signage:** Commercial signage in the centre of the village detracts from the historic character and aesthetic appeal of the wider streetscape. This is currently an isolated issue but should continue to be monitored.
- **Street lights and telecommunication poles:** Tall modern streetlights with a standard municipal design are positioned at intervals throughout the Conservation Area. These compete with the historic character of the streetscapes. Taking opportunities to replace street lighting with more historically appropriate designs would enhance the Conservation Area. The detrimental visual impact of the telecommunication infrastructure on the green could be reduced through re-locating the wires below ground.



SECTION 4.0: SUMMARY OF ISSUES

- **Satellite dishes, wires and services:** Due to the number of residential properties in the Conservation Area, there are a large number of externally-mounted satellite dishes, frequently fitted to primary or highly visible elevations. Similarly, there are several examples where trailing wires and downpipes cut across important elevations. The aesthetic interest of The Goat Inn is significantly eroded by large, conspicuous vents – particularly visible on the northern elevation fronting Charlton Lane. All these features individually detract from the architectural quality of their host building and cumulatively impact the wider streetscape.
- **Vulnerable green verges:** Where there are no formal kerbstones, some verges within the Conservation Area are susceptible to vehicle damage. The green verges are a key feature of the Conservation Area and should be maintained accordingly.
- **Road surfaces and pavements:** Some areas of the road surface are affected by potholes and uneven surface finish. Where these are present there is an increased risk of surface water ponding, splashback and other knock-on damage to historic structures and features. Such surfaces also visually detract from the appearance of the Conservation Area.



Potholed and uneven road surfaces detract from the visual appearance of the Conservation Area.



HERITAGE ASSETS AND MANAGEMENT OPPORTUNITIES

- 2024 Conservation Area Boundary
- Listed Building
- Locally Listed Building
- Positive Contributor
- Tree Preservation Order
- Opportunity for Enhancement

This plan is not to scale

5.1 Conservation Area Designation - Control Measures

In order to protect and enhance the Conservation Area, any changes that take place must conserve its character and special interest. Statutory control measures are intended to prevent development that may have an individually or cumulatively negative effect. Control measures within include:

- Planning permission will usually be required to totally or substantially demolish buildings or structures (including walls, gate piers and chimneys). This will also need a heritage statement (sometimes called a heritage impact assessment) as part of the application.
- The extent to which permitted development (i.e. changes that are allowed without requiring consent from the local authority) may be restricted. For example, replacement windows, different elevational finishes or the installation of satellite dishes.
- Trees with a diameter of 75mm or greater, measured as 1.5m above the soil level are protected. Any work proposed to these trees require permission from the local authority by means of a planning application. This allows the authority to determine whether a tree preservation order (TPO) is necessary.
- Advertisements and other commercial signage may be subject to additional controls and/or require planning permission.



5.2 Conservation Aims and Best Practice

There is no generally accepted detailed definition of ‘best practice’ in conservation: it is a term used to describe the management of change (including repair) so that the integrity and character of a historic site is not eroded or compromised. It is not the intention of conservation best practice to prevent change from happening: alterations can still be carried out but should be subject to additional scrutiny to ensure that the special interest of the Conservation Area is protected.

It is the purpose of this Appraisal to provide guidance that will help achieve these aims. Overall, any change in the Upper Halliford Conservation Area should seek to:

- Preserve its historical features;
- Enhance, where possible, its special interest;
- Positively contribute to its established character; and
- Be high quality.

5.3 Positive Contributors and Opportunities for Enhancement

A positive contributor is a building, structure or feature which beneficially adds to the overall character of its local area. This is true of most buildings within a conservation area. The extent to which a building will positively contribute will largely depend on the integrity of its historic form and is not restricted to its principal elevation. For example, roofscapes and side/rear elevations all make a positive contribution. Modern buildings can also make a positive contribution where they have been sensitively designed to suit their setting. A list of positive contributors in the Upper Halliford Conservation Area is included in Appendix A; these are also identified on the heritage assets plan on the previous page.

Criteria for identifying positive contributors include:

- Group value;
- Associations with notable architects or other historical figures;
- Position and presence within the streetscape;
- Use of characteristic materials, architectural motifs or detailing;
- Physical or historical relationship with neighbouring buildings; and
- Historical use.

Beyond general conservation best practices, there are limited opportunities for additional enhancement within the Conservation Area. The Goat Inn is a prominent building at the centre of the village and would benefit from redecoration, reduction of external wiring / vents and rationalisation of the storage / refuse areas fronting Charton Lane.

There is scope for enhancing the public realm of the Conservation Area including pavements and street lighting. There are also opportunities for individual improvements to dwellings including restoring timber sash windows, reinstating appropriate brick boundary treatments and undertaking repairs to deteriorating brick walls.

There is scope to improve the immediate setting of the Conservation Area, particularly around the late-20th century flat-roof structures on the western side of Upper Halliford Road. Improved landscaping, regular maintenance of shop fronts and reduced visibility of commercial infrastructure would enhance the northern entrance into the Conservation Area.

5.4 Repairs and Replacement

5.4.1 ‘Like-For-Like’

A term that is frequently used in conservation is ‘like-for-like’ replacement or repair. This is frequently – and mistakenly – taken to mean that a modern alternative that generally echoes the style of the element removed is acceptable. However, this is not accurate or acceptable. Like-for-like should always be interpreted as an alternative that matches the historic element removed in terms of its material, dimensions, method of construction, finish, means of installation and any other feature specific to the original element, such that the modern replacement is hardly discernible from the original (accepting that its condition will be greatly improved where the original has failed beyond repair).

For example, modern uPVC windows in imitation of Georgian or Victorian-style sash windows but with false glazing bars and a top-hung casement opening mechanism do not constitute a like-for-like replacement for traditional timber-framed Victorian sliding sash windows, although they may appear stylistically similar.



5.4.2 Repairs and Replacement

Repairs and replacement are inevitable with any building or site, regardless of age; however, within a conservation area, it is especially important that this is carried out sensitively to protect the historic fabric of its buildings and respect the character of the wider area. Key points to remember when looking to carry out repair work or install replacement features are:

A method of repair that was suitable for one building may not be suitable for another. Repair and replacement should always be considered on a case-by-case basis.

- Repairs using appropriate materials and techniques are always preferable over wholesale replacement.
- Where a historic feature has degraded beyond repair, replacement should be carried out on a like-for-like basis.
- Where seeking to improve failing modern features, a traditionally-designed alternative using appropriate materials is preferable. For example, the replacement of uPVC gutters and downpipes with lead, cast iron or coated aluminium alternatives that better reflect the traditional character of the Conservation Area.
- Cement-based mortars and/or ribbon pointing are harmful to historic brickwork and masonry. Repairs to any pointing should be carried out in a lime mortar after any cementitious mortar has been raked out. This will ensure the longevity of the historic built fabric.
- Due consideration should be given to the sustainability of the repair or replacement, i.e. what is its lifespan? What maintenance will be required to prolong this?
- Reversibility is an important consideration as better alternative may become available in the future.

- Historic external detailing should be retained or, where damaged beyond repair, replaced on a like-for-like basis. This includes (but is not limited to): the texture and colour of render; size and colour of bricks used, and the bond in which they are laid; stone dressings; and chimneystacks.
- The reinstatement of historic features that have been lost is favourable. For example, re-exposing brickwork that had been rendered or painted over.

The repair and replacement of windows can have a notable effect on the character and special interest of the conservation area, both positively and negatively. The aim should always be to retain historic windows wherever they survive, carrying out refurbishment work where needed to make sure they remain usable. Timber frames are preferable over uPVC for a number of reasons, mainly their comparative slimness and breathable quality which has a positive knock-on effect on the overall condition of the historic building.

5.5 Maintenance

Maintenance differs from repair in that it is a pre-planned, regular activity intended to reduce instances where remedial or unforeseen work is needed. The higher the levels of maintenance, the less need to carry out repairs. Regular maintenance activity should include annual gutter clearing, seasonal vegetation control and repainting external joinery with an oil-based paint. This is not an exhaustive list and each historic building will have its own specific needs. Larger historic buildings and those which are listed may benefit from occasional condition surveys (usually around every five years) to highlight their individual maintenance and repair needs.

The maintenance requirement of a building will depend on its age, materials and susceptibility to wear. Historic England, the Society for the Protection of Ancient Buildings (SPAB) and other heritage bodies publish specialist guidance on the suitable maintenance and repair methods for different historic buildings.

5.6 Trees

Trees are afforded extra protection within the Conservation Area and there are several tree preservation orders already in place. Any tree surgery work should be carried out only once the relevant permission has been sought.

The management of the planted elements within the conservation area is beneficial to its overall appearance and potentially also to the condition of the buildings where root damage may pose a threat.

5.7 Public Realm

Public realm features, including bins, bollards, seating and planters, etc. often become outdated in their appearance. This can be due to heavy wear, antisocial behaviour or as a result of poor design and short-lived trends. Successful public realm schemes are contextual, using high-quality materials that echo the character of the wider area. Any additions or amendments to the public realm will also need to take account of highways and other relevant regulations.



SECTION 5.0: MANAGEMENT PLAN

5.8 Modern and New Development

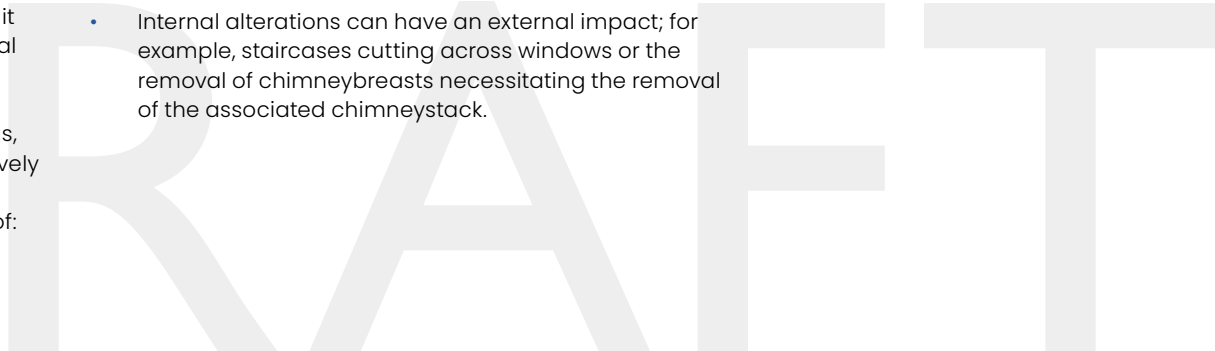
It is not the intention of conservation area designation to prevent new development or entirely exclude existing modern development where this is woven into a surrounding historic space. Instead, it puts in place a process whereby any proposals are more thoroughly studied to ensure that the special interest of the conservation area is protected and opportunities to improve its character are identified.

New development can range from entire new buildings to the introduction of new features, however small, on existing buildings. New development within the setting of the conservation area should also be carefully managed as it has the potential to detract from its character and special interest. The potential for substantial new development inside the Conservation Area boundary is generally limited to the replacement or alteration of those buildings, generally from the later 20th century, which do not positively contribute to its character. Any proposals will need to be considered on a case-by-case basis and take account of:

- The significance of any existing building affected;
- The impact on the setting of neighbouring listed buildings and/or positive contributors;
- How local features and materials can be incorporated into the new design;
- Whether or not any historical plot boundaries survive or could be recoverable;
- The impact of the overall scale, massing and design on the wider streetscape;
- The loss of any important rear/side elevations or views of these;
- Characteristic boundary treatments and planting;
- The potential for below-ground or built archaeology; and
- Any other heritage or conservation constraints identified.

The addition of new features on existing buildings can be detrimental to the individual buildings as well as the overall character of their wider setting if unmanaged. Specifically:

- Television aerials and satellite dishes should not be fixed to principal or highly visible elevations, or chimneystacks.
- Features such as external lighting and security cameras should be as discreet as possible.
- Solar panels should be restricted to rear or secondary elevations, especially where a building forms one of a group.
- Internal alterations can have an external impact; for example, staircases cutting across windows or the removal of chimneybreasts necessitating the removal of the associated chimneystack.





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Society for the Protection of Ancient Buildings, <https://www.spab.org.uk/advice>

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Address	Heritage Status	Additional Assessment
Railings with gateway and end piers to front of Halliford Manor, Halliford Road	Grade II Listed	List entry numbers: 1067534 and 1029646
Halliford Manor, Halliford Road	Locally Listed Building	LL/057, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Halliford Manor House, Halliford Road	Locally Listed Building	LL/056, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Clock Cottage, Halliford Road	Locally Listed Building	LL/055, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Halliford House, 49 Upper Halliford Road	Locally Listed Building	LL/053, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
St Andrew's Church, Upper Halliford Road	Locally Listed Building	LL/054, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)
Frith Grange, 52 Upper Halliford Road	Locally Listed Building	LL/055, Local List of Buildings and Structures of Architectural or Historic Interest, February 2004 (Updated December 2016)

Address	Heritage Status	Additional Assessment
66-70 Upper Halliford Road (including outbuildings to rear)	Positive Contributor	These dwellings were historically part of Grange Farm and with the outbuildings to rear represent the former agrarian character of Upper Halliford.
42 Upper Halliford Road	Positive Contributor	Late 19th century, possibly older, detached dwelling demonstrative of the eclectic architectural character and evolution of the village.
14 Upper Halliford Road (Rose Cottage)	Positive Contributor	Surviving remains of a former farmstead represent the former agrarian character of Upper Halliford.
10 Upper Halliford Road (The Old House)	Positive Contributor	Early 20th-century detached dwelling demonstrative of the eclectic architectural character and evolution of the village.
4 Upper Halliford Road	Positive Contributor	Late 19th / early 20th-century detached dwelling demonstrative of the eclectic architectural character and evolution of the village.
3-19 Upper Halliford Road	Positive Contributor	Four pairs of 1950s Arts and Crafts style houses demonstrative of the eclectic architectural character and continued evolution of the village.



Address	Heritage Status	Additional Assessment
29-35 Upper Halliford Road	Positive Contributor	Row of four terraced cottages built between 1912 and 1934, demonstrative of the eclectic architectural character and evolution of the village.
39-41 Upper Halliford Road	Positive Contributor	Pair of late 19th-century semi-detached dwellings demonstrative of the eclectic architectural character and evolution of the village.
The Goat Public House, Upper Halliford Road	Positive Contributor	Village pub with 18th-century core, although much altered retains much historic character.
Trelyon Cottage and Elston, Halliford Road	Positive Contributor	Pair of early 20th-century semi-detached dwellings demonstrative of the eclectic architectural character and evolution of the village.

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Environment and Sustainability Committee



18 June 2024

Title	Housing Delivery Test Action Plan 2023
Purpose of the report	To make a decision
Report Author	Esme Spinks, Planning Development Manager Kathryn Banks, Senior Planning Officer
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	No
Corporate Priority	Addressing Housing Need
Recommendations	<p>Committee is asked to:</p> <ol style="list-style-type: none"> 1. Agree the Housing Delivery Test Action Plan 2023. 2. Publish the Housing Delivery Test Action Plan 2023 on the Council's website.
Reason for Recommendation	<p>The completion of the plan is a requirement because only 68% of the housing needs have been delivered over the last three years. This is the planning <u>quantitative</u> measurement of housing need. However, the affordable rented housing need is not being met as in the last four years, only one year had affordable rented new build completions (22 units). The plan identifies actions to address under delivery against the housing requirement in the area. The plan looks at the reasons for under delivery and the steps to be taken to drive up housing delivery in the area.</p>

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> • Only 68% of the boroughs' housing needs have been delivered over the last three years. This is the planning <u>quantitative</u> measurement of housing need. However, the affordable rented housing need is not being met as in the last four years, only one year had 	<ul style="list-style-type: none"> • The completion of the Housing Delivery Test Action Plan is a Government requirement (we are under-delivering).

affordable rented new build completions (22 units).	
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> The plan looks at the reasons for under delivery and the steps to be taken to drive up housing delivery in the area. 	<ul style="list-style-type: none"> Adopt the Action Plan and deliver the actions to increase delivery.

1.1 This report seeks to outline the content of the Housing Delivery Test Action Plan 2023. The Action Plan is a requirement because only 68% of the housing needs have been delivered over the last three years.

1.2 The Housing Delivery Test Action Plan 2023 identifies actions to address under delivery against the housing requirement in the area. The plan looks at the reasons for under delivery and the steps to be taken to drive up housing delivery in the area.

2. Key issues

2.1 The Housing Delivery Test (HDT) has been introduced by the Government as a monitoring tool to demonstrate whether local areas are building enough homes to meet their housing need. The HDT, which was published in December 2023, updates the previous results in 2018 - 2021. The test compares the number of new homes delivered over the previous three years with the authority's housing requirement. In the case of Spelthorne, the housing requirement is the minimum annual local housing need figure (618 per annum as of February 2022).

2.2 The calculation for Spelthorne is given as:

$$1072 \text{ (homes delivered)} / 1566 \text{ (homes required)} = 68\%.$$

It should be noted that the Government's housing delivery test only considers the **quantum** of dwellings which have been delivered, it does not reflect the acute affordable housing need which remains grossly unmet in Spelthorne.

2.3 The HDT was originally introduced in a phased approach over three years. The HDT will have the following consequences:

- Where housing delivery over the previous three years has been less than 95% of the housing requirement, LPAs should prepare an action plan setting out the causes of under delivery and the intended actions to increase delivery.
- Where delivery has been less than 85% of the housing requirement, a 20% buffer should be applied to the supply of deliverable sites for the purposes of housing delivery assessment.
- Where delivery has been less than 75% of the housing requirement, the NPPFs presumption in favour of sustainable development will apply. The three year transitional period has now ended therefore the HDT consequences will be standardized moving forward.

- 2.4 As a consequence of the HDT being 68%, the local authority falls into the category where the following apply:
- an action plan should be prepared,
 - a 20% housing buffer figure is applied to the housing requirements; and
 - a presumption in favour of development within the borough applies as the housing delivery over the last three years is less than 75%.

The proposed action plan demonstrates that Spelthorne Council is taking positive steps and is serious about housing delivery.

- 2.5 The housing test results for the last four years are set out in the following table:

Measurement Year	Total Homes Required	Total Homes Delivered	HDT score (%)	Consequence
2022	1,566	1,072	68%	Presumption + Action Plan + 20% buffer
2021	1,554	1,073	69%	Presumption + Action Plan + 20% buffer
2020	1,574	785	50%	Action Plan + 20% buffer
2019	1,509	904	60%	Action Plan + 20% buffer
2018	1,394	876	63%	Action Plan + 20% buffer

An analysis of the 2022 position in all Surrey authorities is contained in Table 11 of the Action Plan. Other Surrey Local Planning Authorities (LPAs) with the same ‘consequences’ are Epsom and Ewell (32%), Mole Valley (58%) and Tandridge (38%).

- 2.6 The HDT Action Plan is the Council’s response to the challenge set out in the Government’s National Planning Policy Framework to boost significantly the supply of homes and has four goals:
- To examine the possible causes of the ‘under delivery’ of new homes in the Borough.
 - To explain what the Council has been doing so far to boost housing delivery.

- To build relationships with developers, landowners and agents responsible for building homes on sites that have planning permission, allowing the Council to adopt the role of an enabler of much needed residential development ensuring housing permissions are built out as quickly as possible.
- To set out what actions the Council can take to increase the rate and number of homes built in Spelthorne.

3. Options analysis and proposal

- 3.1 The first section of the report examines the action plan context. These include Spelthorne's corporate documents which play a role in housing delivery. It should be noted that this action plan does not play any role in deciding the future of the current Green Belt or proposed housing allocations. These have been dealt with completely separately as part of the of the emerging new local plan.
- 3.2 The next section is an assessment of the 'under delivery' of new homes in the Borough including a review of the potential reasons behind the housing supply deficit. This includes the local and national issues which influence housing delivery, (i.e., affordability issues, proximity to London, build costs, post Covid 19 impacts, difficulties once development has commenced). A range of data and sources have been used to inform this analysis. As part of this process, the Council has engaged with stakeholders to improve its understanding of the issues effecting housing delivery. The analysis of the issues has been used to inform what actions the Council need to take to improve its housing delivery.
- 3.3 Critically, the final section of the action plan includes a number of measures to improve decision making and also to support wider opportunities. These include, amongst many:
- working with site promoters and other stakeholders to deliver Local Plan allocations,
 - continuing to improve planning performance on speed and quality of decision making,
 - refining the Planning DM computer software and procedures to enhance agile / paperless working in DM; and to
 - constantly reviewing the discharge of planning conditions (after planning permission has been granted) to speed up the process.
- 3.4 The Action Plan identifies future actions to boost housing delivery, including the need to maintain progress on the development of the emerging Local Plan. The Council's assets offer a positive opportunity to boost housing delivery further moving forward, however barriers to development will need to be reduced.

- 3.5 Once adopted, the Local Plan will provide more certainty as to the Council's housing land supply and will help to deliver housing to meet the Borough's development needs.

4. Financial management comments

- 4.1 There is a need to progress with the Local Plan in a timely fashion to avoid further delays in meeting the Borough's housing needs and potentially costly appeals.

5. Risk management comments

- 5.1 There are no known consequences if Spelthorne fails to produce an action plan when required to. However, if the HDT remains below 75% and the presumption in favour of sustainable development remains, this will carry significant weight in the determination of planning applications for housing developments.

6. Procurement comments

- 6.1 There are no procurement issues.

7. Legal comments

- 7.1 The National Planning Policy Framework requires that, where the HDT indicates that delivery has fallen below 95% of the local planning authority's housing requirement over the previous three years, the authority should prepare an action plan in line with national planning practice guidance (PPG), to assess the causes of under-delivery and identify actions to increase delivery in future years.
- 7.2 Once approved, the Action Plan demonstrates not only the council's commitment to responding positively to the challenge of increasing housing delivery but also is a measure of good practice to identify ways to support delivery. However, most importantly it provides compliance with the framework's and the PPG's requirement for an action plan.

8. Other considerations

Local Plan

- 8.1 The Local Plan is currently paused, but if it proceeds back to examination and is adopted, it will guide development in the Borough to 2037. Ensuring timely progress on the Local Plan will help the Council to boost its housing delivery by giving certainty, address some of the issues raised in the HDTAP and give the Council more decision-making powers. Failing to meet our housing needs means we will continue to be subject to the most severe sanctions of the HDT.

9. Equality and Diversity

- 9.1 This report does not have any direct equality and diversity impacts although the LPA will continue to require all housing schemes to have regard to equality and diversity issues.

10. Sustainability/Climate Change Implications

This report does not have any direct sustainability/climate change implications although the LPA will continue to require housing schemes to comply with current policy guidance on sustainability/climate change issues.

11. Timetable for Implementation

- 11.1 The agreed plan should be made available to the public via the website as soon as possible.
- 11.2 The agreed plan will be reported to the Planning Committee for information as soon as possible.

12. Contact

- 12.1 Esmé Spinks, Planning Development Manager, e.spinks@spelthorne.gov.uk or Kathryn Banks, Senior Planning Officer, k.banks@spelthorne.gov.uk

Background papers: There are none.

Appendices:

Appendix A Housing Delivery Test Action Plan 2023



Spelthorne Borough Council

Housing Delivery Test Action Plan

June 2023

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1. Introduction

Why Housing Delivery is important

- 1.1 There is wide publicity over the national housing crisis which we are experiencing in England. The lack of supply and pressure for new homes is felt most acutely in the South East of England. The Government is committed to building more homes as confirmed in the 2024 Spring Budget. This objective to increase the number of new homes is reflected in the revised National Planning Policy Framework (NPPF) 2023 and the continuation of the Housing Delivery Test.
- 1.2 The 2022 Housing Delivery Test result for Spelthorne Borough Council was published by the Secretary of State in December 2023. Spelthorne Borough Council scored 68%. This compares with a figure of 69% for 2021, 50% for 2020, 60% for 2019 and 63% in 2018. The figure has, therefore decreased by 1% from the 2021 figure of 69%. As a result, and in response to this, the Council has produced a fifth Housing Delivery Action Plan to positively respond to the challenge of increasing its housing delivery. The Action Plan analyses the reasons for the under-delivery of new homes and sets out actions to improve housing delivery within the Borough.
- 1.3 The planning policy context to housing delivery contained in national and local plan policy is contained as Information Document 1 in Appendix 1.
- 1.4 An analysis of the housing delivery in Spelthorne is set out in Information Document 2 in Appendix 2. This includes the housing delivery test calculation for Spelthorne, housing land supply, need, delivery and trajectory and also planning performance.

2. The Action Plan Context

Aims of this Action Plan

- 2.1 This Action Plan is the Council's response to the challenge set out in the Government's National Planning Policy Framework to boost significantly the supply of homes and has five goals:
 - To examine the possible causes of the 'under delivery' of new homes in the Borough.
 - To explain what the Council has been doing so far to boost housing delivery.
 - To gather evidence on sites with planning permission (and sites under construction for housing development) to understand what barriers are preventing homes being built on these sites.

- To build relationships with developers, landowners and agents responsible for building homes on sites that have planning permission, allowing the Council to adopt the role of an enabler of much needed residential development ensuring housing permissions are built out as quickly as possible.
 - To set out what actions the Council can take to increase the rate and number of homes built in Spelthorne.
- 2.2 Building houses is often a complex process. Often there are other factors beyond the council's control which explain why sites for housing do not come forward for development. It requires a broader approach to be taken to increase the delivery of new homes and the use of other tools available which are beyond the traditional remit of the Local Planning Authority.
- 2.3 The Housing Delivery Test Action Plan sets out key priorities and actions that the Council are undertaking to improve housing supply and delivery. The plan in itself is not a decision-making document but seeks to identify opportunities to improve housing provision.
- 2.4 Table 1 sets out the Council's corporate documents which all play a role in the delivery of housing.

Table 1 Spelthorne's corporate documents

Corporate Document	Overlap with Action Plan
Spelthorne Core Strategy and Policies DPD Document, February 2009	Housing Requirement Figure – 166 dwellings per annum superseded by housing need of 618 (+20% buffer) dwellings per annum (2022).
Emerging Local Plan	<p>A replacement Local Plan is currently being prepared. The draft Local Plan was submitted to the Secretary of State for independent Examination on 25 November 2022. The first three hearing sessions were held on 23-25 May 2023, with six more dates planned for June 2023.</p> <p>Following an Extraordinary Council Meeting on 6 June 2023 where a motion was agreed to pause the remainder of the examination hearings, the Examination was paused.</p>

Corporate Document	Overlap with Action Plan
	<p>At an Extraordinary Council Meeting on 14 September 2023, the Minister of State for Housing and Planning intervened in the Local Plan process under section 27 of the Planning and Compulsory Purchase Act 2004, which has led to a further pause in the Examination timetable to allow the proposed changes to the National Planning Policy Framework to be published and considered.</p> <p>The revised National Planning Policy Framework was published on 19 December 2023. Subsequently, at Environment and Sustainability Committee on 29 February 2024, the Committee decided on options regarding Green Belt allocations, flood risk sites and the Staines Development Framework, and wrote to the Inspector on 6 March 2024 to consider the decisions.</p>
Corporate Plan 2024 - 2028	<p>Identifies five priorities:</p> <ul style="list-style-type: none"> • Community • Addressing Housing Need • Resilience • Environment • Services
The Capital Strategy, 2021 - 2026	<p>Sets out the Council’s need for capital financing, why and what the money will be spent on.</p> <p>Identifies three priorities:</p> <ul style="list-style-type: none"> • Delivering affordable housing • Achieving the regeneration of our town centres • Ensuring a sustainable future in recognition of declaring a climate emergency
Housing Strategy 2020 - 2025	<p>Strategic priorities 2020-2025:</p> <ul style="list-style-type: none"> • Priority 1: Enabling the delivery of more affordable homes

Corporate Document	Overlap with Action Plan
	<ul style="list-style-type: none"> • Priority 2: Promoting independence and wellbeing • Priority 3: Prevent homelessness and rough sleeping
Homelessness and Rough Sleeping Strategy 2020 - 2025	<p>This identifies five strategic priorities:</p> <ul style="list-style-type: none"> • Priority 1: End the use of private sector emergency accommodation • Priority 2: Reduce the length of stay in temporary accommodation • Priority 3: Nobody sleeps rough in Spelthorne • Priority 4: Increase use of the private rented sector for homelessness prevention and relief • Priority 5: Invest in staff training and development in order to improve the customer journey within the Housing Options service • Priority 6: Improve partnership working to prevent and relieve homelessness
Spelthorne Economic Prosperity Strategy 2023-2028	<p>The Spelthorne Economic Prosperity Strategy 2023-2028 builds upon the 2017-2022 Economic Strategy and continues to focus on prioritising the key needs for business to settle, grow and thrive. It also recognises that the environment and character of the Borough are key to achieving this.</p> <p>The vision of this strategy is: To secure sustained growth of the local economy for the benefit of businesses and residents whilst protecting the Boroughs environment and character.</p>

Assessment of under-delivery

- 2.5 Within this section, an assessment of the ‘under delivery’ of new homes in the Borough is considered which includes the local and national issues which influence housing delivery. A range of data and sources have been used to inform this analysis. As part of this process, the Council has engaged with stakeholders to improve its understanding of the issues effecting housing delivery. The analysis of the issues has been used to inform what actions the Council need to take to improve its housing delivery.

Implementation of Planning Permissions

- 2.6 Once planning permissions have been granted, local planning authorities have limited influence over deliverability. The timescales for implementing a planning permission are generally not considered to be a significant issue within the Borough. Under planning legislation, permission is required to start within three years from the date of the decision notice. Implementation generally occurs within the permission period. The NPPF advises at para. 81 that:

“To help ensure that proposals for housing development are implemented in a timely manner, local planning authorities should consider imposing a planning condition providing that development must begin within a timescale shorter than the relevant default period, where this would expedite the development without threatening its deliverability or viability. For major development involving the provision of housing, local planning authorities should also assess why any earlier grant of planning permission for a similar development on the same site did not start”.

- 2.7 However, there are some instances, where developers undertake the first stages of implementing a planning permission by carrying out the demolition of buildings on site and then delay the construction of the development. This happened, for example, at the former Centrica site in Staines-Upon-Thames. A two-year time period for all residential permissions was introduced by Spelthorne on 2 January 2020. This was an initiative to establish if a change in the timescales would assist in building out rates. However, it has not had a positive impact on housebuilding in Spelthorne and has created some confusion for applicants. Some developers have stated they have needed more time, particularly if site assembly is needed and often the only way forward is to re-submit the application in full. As a consequence, the time limit is to be reverted to three years.
- 2.8 Planning Officers have continued to build relationships with developers, landowners and agents and carry on a dialogue after planning permission is granted. Pre-commencement planning conditions continue to be submitted, assessed and discharged by the officers. The Council has previously written to agents on sites delivering 5+ net dwellings in the pipeline of sites with planning permission.

Planning Decision Making Performance

- 2.9 The performance of decision making on planning applications is not considered to be a barrier to delivering new homes. Planning applications are being processed

within the statutory timeframes. The performance for the Local Planning Authorities (LPAs) are measured on their performance based on the % of planning applications they determine within 8 or 13 weeks (or within an extension of time agreed with the applicant). For several years the targets have been as follows:

Majors – 60% within 13 weeks

Minors – 65% within 8 weeks

Others – 80% within 8 weeks

2.10 In the last financial year (April 2022 – March 2023) – Spelthorne met all three performance measures as shown in Table 2.

Table 2 Planning DM Performance (April 2022 – March 2023)

Majors				Minors				Others			
Total	On Target	% on Target (i.e. 60%)	Govt. Target	Total	On Target	% on Target (i.e. 65%)	Govt. Target	Total	On Target	% on Target (i.e. 80%)	Govt. Target
28	28	100%	60%	143	138	96	65%	561	550	98%	80%

- 2.11 The Government has recently also been assessing LPAs in terms of planning performance on the following criteria:
- The **speed** of determining applications for **major** development
 - The **quality** of decisions made by the authority on applications for **major** development;
 - The **speed** of determining applications for **non-major** development;
 - The **quality** of decisions made by the authority on applications for **non-major** development.
- 2.12 With just a few minor exceptions, non-major equates to a combination of the “minor” and “other” categories referred to above.
- 2.13 The quality measurement is the number of appeals allowed as a percentage of the total number of applications received in the category. The threshold for quality on both categories is **10%** and the **lower** the figure, the better the performance. The threshold for speed is **60%** (majors) and **70%** (non-majors) and the **higher** the figure, the better the performance.
- 2.14 On those sites where planning permission was refused, the appeal performance is good. The Council’s assessment against the Government’s targets is set out in table 3:

Table 3 Spelthorne’s assessment against Government targets

Measure and type of Application	Threshold and assessment period	Spelthorne’s Performance
Speed of major Development	60% (October 2021 to September 2023)	100% (October 2021 to March 2023)
Quality of major Development *	10% (April 2021 to March 2023)	1.88% April 2021 to March 2023)*
Speed of non-major Development	70% (October 2021 to September 2023)	97%** (October 2021 to March 2023)
Quality of non-major Development *	10% (April 2021 to March 2023)	0.84%*** April 2021 to March 2023)*

* Final figures not available until end December 2022.

** High figure equates to a better performance

*** Lower figure equates to a better performance

2.15 These statistics demonstrate the soundness of decision making by Planning Development Management (PDM) and that unsound decisions are not being made which would lead to unnecessary delays and costs to the delivery of new homes. However, close monitoring of the quality assessment for major applications is continuous due to the relatively small number of major applications received and the risk that the LPA could be the subject of Designation by Central Government. If this occurs, applicants may apply directly to the Planning Inspectorate for permission.

Housing delivery challenges

2.16 In the 1990s, the Council used to provide traditional council housing. However in 1996, it was decided to transfer the council housing stock to what was then Spelthorne Housing Association and is now part of A2 Dominion. The main reason for the transfer of properties at the time was the need to bring the properties up to an acceptable state of repair, which was best done by an affordable housing provider. Since then, the Council has had a direct role in developing new homes, for e.g., The West Wing at Knowle Green, Benwell House, Churchill Hall and the former Bugle PH – see table 4 below. Fluctuation in the delivery of new housing has been dictated by the economy and the availability of grant funding to subsidise affordable housing. The lack of affordable homes being provided in Spelthorne is a severe problem in Spelthorne and has become acute in recent years.

2.17 The Council’s Housing Strategy 2020 - 2025 contains three strategic priorities which contribute to achieving “residents having somewhere to call home, which is suitable and affordable, is fundamental to having a good quality of life and contributes directly to sustainable and cohesive communities.”

2.18 In common with many other local authorities in the South East, Spelthorne has a growing demand for genuinely affordable housing and is facing a number of key challenges. These include:

- Increasing numbers on the Housing Register (currently over 2,100)
- Lack of availability of existing affordable housing
- High rates of statutory homelessness
- High use of emergency and temporary housing for homeless households
- Increasing affordability issues (pay not keeping up with house prices)
- Affordable rented (80% of market rent) does not meet the needs of our residents
- Lack of new-build affordable housing (**only 28 affordable units via s106 agreements in last 5 years – and none in the last two**).
- The effect of our proximity to London
- Issues around viability of affordable housing
- Key worker accommodation
- Impact post COVID-19
- Wider economic impacts in relation to housebuilding (construction costs, interest rates)

2.19 Further details on the key challenges are contained in Information Document 3 at Appendix 3.

3. Action Plan

- 3.1 This section sets out the actions that the Council has already taken to increase housing delivery and the future actions required to continue this work. The Council is fully committed to working proactively to deliver the homes that Spelthorne needs, including a range of housing types and affordable housing.
- 3.2 It is acknowledged that the delivery of new homes has a wider remit than just the Planning Service and requires actions to be undertaken by other Council services including the Housing Service and the Asset and Property Management Service.

What the Council has already done

The New Local Plan

- 3.3 The need for an up-to-date Local Plan is a corporate priority and will assist in boosting the borough's housing supply as well as responding to housing needs whilst balancing the objectives in the local plan, including Green Belt and environmental protection.
- 3.4 The Council submitted its draft Local Plan to the Secretary of State for Levelling up, Homes and Communities for independent inspection on 25 November 2022. As submitted, the Local Plan sought to meet the Borough's development needs through a combination of intensifying development of brownfield land, growth within Staines-upon-Thames and releasing a small amount of Green Belt (0.7%) to provide family housing. The first three hearings were held on 23 – 25 May 2023, and a further six dates were planned for June 2023. Following an Extraordinary Council Meeting on 6 June 2023, where a motion was agreed to pause the remainder of the Local Plan examination hearings, the examination was paused.
- 3.5 Another Extraordinary Council Meeting was held on 14 September to consider a report which outlined three options on the future of the Local Plan. At the start of the meeting, a letter from the Minister of State for Housing and Planning was read out which outlined the Government's concerns that the Council may withdraw the emerging Local Plan from examination. This has resulted in the Government intervening in the Local Plan process under section 27 of the Planning and Compulsory Purchase Act 2004.
- 3.6 Following this, Councillors voted to extend the pause in the Examination timetable until the proposed changes to the National Planning Policy Framework had been published before determining the next steps. The revised National Planning Policy Framework was published on 19 December 2023. Subsequently, at Environment and Sustainability Committee on 29 February 2024, the Committee resolved to propose to the Inspector to:
- Remove all Green Belt allocations from the Local Plan with the exception of the two allocations that meet the need for Gypsy, Traveller and Travelling Showpeople.
 - Keep all proposed flood risk sites but remove those at high risk of flooding and move some higher risk sites to later in the Plan period (11-15 years) to

allow the River Thames Scheme to be operational and effective, the design code to be completed, and subject to no resolute objection from the Environment Agency.

- withdraw the Staines Development Framework as a core document.

3.7 The Council wrote to the Inspector on 6 March 2024 to make him aware.

3.8 The revised NPPF 2023 sets out at paragraph 226 that, for decision making purposes only, local authorities that have an emerging Local Plan that has been submitted for examination or has reached regulation 18 or regulation 19 stage, will only be required to identify and update annually a supply of specific deliverable sites sufficient to provide a minimum of four years worth of housing (with a buffer if applicable) against the housing requirement, instead of a minimum of five years.

3.9 The Planning Practice Guidance (PPG) was updated on 5 February 2024 to confirm that the four year housing land supply that LPAs should demonstrate, for decision making, should consist of deliverable housing sites demonstrated against the authority's five year housing land supply requirement, including the appropriate buffer (PPG, Paragraph: 055 Reference ID: 69-055-20240205).

Digital Engagement

3.10 The key change to consultation techniques is reaching out to our communities through digital engagement. Although traditional methods are still being used the majority of engagement is now done via online communication which has proven more effective and engaging in promoting planning policy consultations and opportunities to discuss major planning applications.

3.11 The Council uses its social media platforms to provide information and notifications regarding planning consultations and schemes. The 'Inovem' platform has been used to consult the public on various planning consultations, including the Local Plan Regulation 19 consultation. .

Delivery using Council Assets

3.12 The Housing Strategy 2020-25 sets out an action plan on the delivery and monitoring of the strategy. These include enabling the delivery of more affordable homes, promoting independence and wellbeing to enable people to remain in their homes and preventing homelessness and rough sleeping. The current strategy plan of actions has been largely delivered and the housing team is in the process of analysing data which will form the basis for the future Housing and Rough Sleeping Strategy 2025-30. The housing service is under extensive pressure and experiences high demand for temporary accommodation and affordable housing provision. The new strategy will seek to address the affordable housing demand in the borough and to assist those sleeping rough.

3.13 The Council's Capital Strategy states that it will help to deliver two key goals contained in the Corporate Plan:

- To deliver much-needed housing in order to help reduce homelessness locally, increase affordable provision and help meet the overall need for additional homes.
- To regenerate our town centres so that we can contribute to the economic development of the Borough.

- 3.16 The Council formed its housing company, Knowle Green Estates (KGE), in 2016. KGE identified a need to promote the Council's own affordable housing schemes, and KGE is the vehicle used to deliver them to residents. However recently Spelthorne Borough Council (SBC) has taken a decision it will no longer undertake any direct development. Nevertheless, due to historical failure by the private sector to deliver affordable homes, affordable housing continues to be a Council Corporate Priority and SBC remains focused on how it can assist in improving the supply of affordable, social and keyworker and private rental homes to address the needs of residents identified in the Council's Housing Strategy.
- 3.17 The Council is in the process of formalising a development strategy that will set some parameters to support the delivery of new housing on several of our sites via partnership arrangements with external organizations. Each site will be assessed individually with a bespoke delivery approach and objectives, which will be determined on the specifics of the site i.e. size, location, surrounding buildings, demographics.
- 3.18 Part of the development strategy will include an indicative delivery/decision making timetable for each site, which will run over the next 2-3 years. However, the sites will need to be brought forward in conjunction with the policies and timescales in the Borough Local Plan which is anticipated to mean some of the sites will not actually be delivered until the latter part of the plan period. The Council sites will be openly marketed and/or partners procured to ensure full transparency within decision making around delivery options.

3.19 The table below covers all housing developments delivered by the Council and managed by KGE:

Table 4 SBC Housing Developments

Site	App. No.	Dwellings	Occupation Date
Churchill Hall, Churchill Way, Sunbury on Thames	16/02045/FUL	Feb 2019 3 rented dwellings	28/09/18
Former Bugle PH, 73 Upper Halliford Road, Shepperton	17/01028/FUL	6 no. 2 bed and 2 no. 1 bed flats	Feb 2019
Benwell House, Green St, Staines-on- Thames (now owned by KGE)	17/01847/PDO	7 units including 12 affordable units 22 x one bed, 35 x 2 bed	April 2021
West Wing, Council Offices, Knowle Green, Staines upon Thames TW18 1BX	18/01267/PDO	25 affordable rented residential units	Occupied: December- 2021 - February 2022 (fully occupied).

Improved Decision Making

3.20 The Planning DM service has undertaken a number of initiatives to improve decision making and boost the timely delivery of housing. These include:

Offering more pre-application discussions to ensure issues are addressed early.

The Planning DM Officers regularly undertake pre-application advice. In 2023 a total of 306 planning enquiries were dealt with. Early advice can help identify whether in principle a proposal is likely to be acceptable, the key planning issues and policies that need to be considered, where the applicant may need further specialist advice to help prepare the application and what changes may be needed to any draft proposals. Such advice can save an applicant time in preparing the application and also the time taken by the Council to make a decision on it. In the case of proposals with little prospect of approval early advice can avoid further abortive work. It improved pre-application service has a strong emphasis on front loading to reduce the time spent on decision making and use of planning conditions. This means a quicker turnaround can be achieved which subsequently can lead to the faster implementation of planning permissions for housing delivery. There have been some pre-application enquiries which did not materialise as

applications because the site was deemed to be unsuitable for housing. Some examples of development which were the subject of pre-application advice and which were amended and approved relatively quickly are: (16-18 High Street, Staines (23/01493/FUL), 66-68 High Street, Staines (21/01755/OUT), The Works Langley Road (21/00912/FUL) the Renshaw development for 391 flats (22/00591/FUL), and the Sunbury Cross Ex-Services Association Club, Sunbury for 47 flats (21/01801/FUL).

Use of Planning Performance Agreements

The Council offers planning performance agreements (PPAs) for major development proposals, which often involve a large quantum of housing units. This is one of the factors that might otherwise put developers off putting in an application in the borough. However, it gives absolutely no guarantee that the application will be recommended for approval. In previous years, the Planning DM service has received a positive take up on PPAs for larger schemes, for example, Shepperton Studios. A PPA covers pre-application advice through to the planning decision being made. It sets out timescales within which meetings will take place and a report will be presented to the Planning Committee which gives the developer certainty around timeframes for a decision. They have enabled the DM planning officers to make use of expert advisors to assist on complex issues in the consideration of the planning. Whilst no PPAs have been agreed in the past year, officers will continue to push for these with developers on larger or complex schemes.

Revised Website

The planning pages of the website are constantly under review and recent changes have been undertaken to reflect new news, procedures and legislation. This will help residents, applicants and third parties obtain up to date information about all aspects of the Planning Service.

Consultations on Emerging Planning Proposals

In March 2022, the Consultations on Emerging Planning Proposals guidance was agreed by the Corporate Policy and Resources Committee (CPRC). This advises developers to undertake early engagement with the Community (including ward councillors) on the larger development proposals before submitting their applications to the Local Planning Authority. This follows guidance in the NPPF at paragraph 39 which advises that 'early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality preapplication discussion enables better coordination between public and private resources and improved outcomes for the community'. The advice in this process has been taken on board by some applicants. This process is being monitored to assess its impact and will be considered by the E&S Committee in June 2024.

Presentations to Councillors on major planning applications Presentations to members on larger complex schemes, usually at the pre- application stage, have taken place a number of times over recent years.

These enable Councillors to view the proposals at an early stage before they are made public, to ask questions and clarify issues and raise concerns, which need to be addressed. To avoid risk of pre-determination, Councillors do not

give an opinion at the meetings. In addition, Planning DM officers have made presentations to Councillors on some complex planning applications this year including the Renshaw Industrial Estate and the Debenhams site. These presentations took place after the Planning Committee agenda had been made public and before the Committee meeting. This gave the Councillors an opportunity to receive a full explanation of proposals and a summary of the planning position, to ask questions and to seek clarification on issues but not to reach a decision.

The Community Infrastructure Levy (CIL)

The Community Infrastructure Levy (CIL) was implemented on 01 April 2015. Contributions are used to fund both local and strategic infrastructure to support development in the Borough. The management of the CIL process is the responsibility of the Council's Infrastructure Delivery Co-ordinator. The Council has a part time CIL administrator to resource the collection process, allowing the Infrastructure Delivery Co-ordinator to focus on the governance of spending the levy and coordinating spending alongside the implementation of the Council's new Local Plan. In 2019 the Council purchased new dedicated CIL software (Exacom) which has improved the monitoring of CIL and s106 agreements. Moving forward it will be important for the Council to ensure that adequate infrastructure is in place to support the delivery of housing. The Infrastructure Delivery Plan (IDP), which is a live document, has and assesses the existing infrastructure provision, the current shortfall and identifies the existing and future needs and demands for the borough to support new development and a growing population.

Considering compulsory purchase powers to unlock suitable housing sites

The Council has the option to utilise Compulsory Purchase Powers to help unlock potential development sites. In Staines town centre the Council has worked with developers to help unlock areas of land to enable larger schemes. Developers acquired 15 London Road (adjacent to the 17-15 Berkeley Homes site) and planning permission granted to incorporate this small site into the Berkeleys scheme. This is currently nearing completion. Other developers were previously actively seeking to acquire 116-120 High Street (adjacent to the Charter Square development), following the Council's engagement but the planning application was refused permission and dismissed on appeal. The Council has the opportunity in future to assist with similar scenarios in future.

Using Brownfield Registers to grant permission in principle to previously developed land

Spelthorne published its Part 1 Brownfield Register in December 2022. This identifies all brownfield sites appropriate for residential development. In due course the register will be extended to include relevant sites that have been submitted through Spelthorne's Strategic Land Availability Assessment (SLAA) or appropriate sites which meet the criteria. We will also consider whether any of the sites will be moved to Part 2 of the Brownfield Register which will effectively grant permission in principle. This will need further consideration and would be the subject of a prior consultation process.

Encouraging the development of small sites and higher site densities

The Council's adopted Core Strategy seeks to encourage high density housing in certain locations under policy HO5. Within Staines Town Centre,

development should generally be above 75dph where it is demonstrated that the development complies with the design policy EN1, particularly in terms of its compatibility with the character of the area and is in a location that is accessible by non-car-based modes of travel. Within Staines-Upon-Thames, developments have already been approved at over 300 dph (phases 1A and 1B- former Majestic House Site, now known as London Square) which is substantially complete, 15-51 London Road (Berkeley's scheme), which is under construction and the Renshaw site.

Councillor Training on Planning Issues

Planning officers provide regular training seminars to all councillors. A full programme is delivered to councillors following the elections and regular updates are given throughout their term as councillor. Planning training is also given to new councillors elected part way through the four year term. The training has covered the following areas:

- Planning in the Borough context and the role of the Planning Committee.
- Probity, predetermination and predisposition in planning
- The Planning Code
- Decision making
- Design in the planning process
- Planning enforcement and appeals
- How to approach the determination of planning applications and pitfalls
- Green Belt (two sessions)
- Flooding
- Permitted Development
- Use Classes Order
- Minerals
- County planning
- Transportation

Planning Officer Training

Planning and Enforcement Officers undertake regular training on a range of planning issues and other matters where relevant in order to keep abreast of developments. This is, and will, continue to be an on-going and necessary requirement of their posts and for some officers, their membership of the Royal Town Planning Institute.

Simplifying conditions discharge phased on approved sites, and standardised conditions reviewed

A review of all planning conditions has been undertaken by senior planning officers. This has resulted in the streamlining of conditions to ensure that they meet up to date guidance on the use of conditions and to safeguard against their use where other non-planning legislation would be more appropriately employed. Conditions are constantly being reviewed and updated where appropriate to improve the planning process.

Ensuring evidence on a particular site is informed by an understanding of viability

The Council's Local Plan requires all proposals of 15 dwellings or more and all

sites in excess of 0.5 hectares include to provide 50% affordable housing. Where developments fall short of this requirement, an independent viability assessment would be submitted and assessed on an open book basis. This is a complex area where specialist advice is required, and planning officers and councillors have undergone training on this.

Technology

Over the past few years, the Planning DM section has accelerated its use of technology in the processing of planning applications. This includes:

- No paper files, all processing is via the Idox Uniform IT system.
- The use of Idox Enterprise for the “in-tray” process of processing the cases.
- All decision notices are automatically emailed to the applicant.
- All correspondence is sent electronically (except where an email address is not available).

The use of technology has greatly assisted in processing applications more quickly and keeping the applicants, councillors and third parties better informed.

4 Future Actions

- 4.1 The Council will continue to positively look for further opportunities to increase its housing delivery and will work closely with the relevant Council services and external organisations to achieve this.

Local Plan Progress

- 4.2 As part of the new Local Plan the Council will seek to boost housing supply and delivery. The new Local Plan will review and update existing policies to ensure sustainable development comes forward.
- 4.3 The Strategic Land Availability Assessment (SLAA) is a key piece of evidence for the new Local Plan and will be updated on a regular basis to ensure that the position on land supply is up to date. The Council is in the process of updating the 2022 SLAA. In line with Planning Practice Guidance, officers are proactively identifying sites, including publicly owned land and brownfield land, for development to ensure that potential supply is exhausted. The Council has an open-ended call for sites on its website whereby landowners or site promoters can submit potential development sites for consideration in the next iteration of the SLAA¹.
- 4.4 The SLAA will inform the policies on housing in the new Local Plan and acts as the starting point in determining which sites will be allocated. Moving forward the Council will work with stakeholders to ensure that suitable and available sites come forward at particular points in the plan period.
- 4.5 It is estimated that the five year housing land supply in the Borough is 2,780 units. This equates to 3.8 years supply. It is estimated that the four year

¹ <https://www.spelthorne.gov.uk/SLAA>

housing land supply, due to paragraph 226 of the NPPF 2023 applying to Spelthorne Borough Council, is 2,278 units. This equates to 3.0 years supply. Of the sites identified in the Strategic Land Availability Assessment (SLAA) 20220, approximately 983 are expected to come forward within the next 5 years and 519 are expected to come forward within the next four years subject to planning permission being granted.

Digital Engagement

- 4.6 The Planning Development Management Service has recently been awarded a grant of £100,000 to enable the service to ensure improved access to planning data. Officers are currently working with the Department of Levelling Up, Communities and Housing on the programme for spending the grant. Whilst this, in itself, will not speed up housing build out rates, the improved flow of data information will assist developers in having all the relevant information easily available throughout the planning process. The officers have commenced work on the changes in collaboration with other councils and the completed work is expected around the end of 2024
- 4.7 Table 10 in Appendix 2 shows, in the final column, the consequences resulting from the Housing Delivery Test for the current year. The consequence is shown to be a housing delivery test below the required 75%, leading to Spelthorne being required to produce an Action Plan. We will also have to apply a 20% buffer to our housing supply and consequently there will be a presumption in favour of sustainable development. This means that planning permission should be granted unless the harm caused by the application significantly outweigh the benefits.
- 4.8 The term tilted balance is used to define this passage of policy because when engaged, the tilted balance should change the 'balancing exercise' which the decision-taker (the planning officer, inspector or secretary of state) makes when deciding whether or not to grant planning permission; from a neutral balance where if the harms outweigh the benefits planning permission is usually withheld, to a tilted balance where the harms should *significantly and demonstrably* outweigh the benefits for permission to be withheld. Similarly on planning appeals, inspectors will give due regard to the presence of the presumption in favour of sustainable development. This means that on balance, a greater number of appeals may be allowed. This highlights the importance of not only boosting housing delivery but of having an up-to-date Local Plan to ensure that needs can be met through the identified supply.
- 4.9 The table below shows a projection of the number of homes required and the anticipated number of homes delivered by 2024. The information set out provides a conservative estimate of delivery based on average completions over the previous three years. This does not take into account the measures proposed by the Council to boost housing delivery, such as the Local Plan or Development Management controls. Anticipated completions are therefore expected to be higher than the very cautious estimate below.

Table 5 Spelthorne – Housing Delivery Test 2023 – Projected

No of homes required			Total homes required	No of homes delivered			Total homes delivered	HDT Test %	Consequence
21-22	22-23	23-24		21-22	22-23	23-24			
611	618	618	1847	336	138	213	687	37%	Action Plan + 20% Buffer + Presumption

Table 6 Improving Decision Making

Action	Service	Date
To review the standard planning conditions.	Planning Development Management	Ongoing
To continue to review the discharge of planning conditions to speed up the process.	Planning Development Management	Ongoing
To continue to liaise with applicants following planning permission to speed up procedures and to implement service improvements especially the discharge of planning conditions, to enable an early start on site as possible.	Planning Development Management	Ongoing
To review and monitor the impact of reverting back to the three year statutory time period on planning permissions.	Planning Development Management	Ongoing
To continue to improve planning performance on speed of decision making.	Planning Development Management	Ongoing
To continue to improve planning performance on quality of decision making.	Planning Development Management	Ongoing

To continue to improve the way of working in respect of planning conditions.	Planning Development Management Environmental Health	Ongoing
To continue to provide ongoing Member training particularly in relation to housing delivery.	Planning Development Management	Ongoing
To continue to provide on-going planning officer training.	Planning Development Management	Ongoing
To continually refine the programme of improving data provision in Planning DM.	Planning Development Management	Ongoing
To further refine data improvement and the programme of Enterprise measures for DM staff to manage workloads and performance, improve the use of resources and efficiency / performance.	Planning Development Management	Ongoing
To continue to develop and offer a proactive pre-application service to support the delivery of sustainable development.	Planning Development Management	Ongoing

Table 7 Supporting Wider Housing Opportunities

Action	Service	Date
To continue dialogue with developers and landowners to build out rates and obtain information on barriers to deliver housing.	Strategic Planning	On-going
To work with site promoters and other stakeholders to deliver the Local Plan and site allocations.	Strategic Planning	On-going

Action	Service	Date
To continue to seek to achieve the maximum amount of affordable housing.	Planning Development Management Housing Strategy	On-going
To facilitate the delivery of housing on several Council sites via partnership arrangements with external organisations	Assets	On-going
CIL and S106 agreements – To continue to improve processes and improve monitoring.	Strategic Planning	On-going. Exacom software will assist in processing information.

Next Steps

- 4.10 The future actions identified will be implemented and monitored over the next year by Planning DM, Strategic Planning, Assets and Housing Strategy. The Housing Delivery Test results will be issued for each authority on a rolling annual basis. If Spelthorne does not meet the test in future years, Housing Delivery Test Action Plans will continue to be produced by Planning Development Management.
- 4.11 This Action Plan will be reported to the Planning Committee for information.
- 4.12 The Council welcomes any suggestions to improve the delivery of housing in Spelthorne.
- 4.13 It is proposed that this plan will be made publicly available on the Council's website.

Esmé Spinks
Planning Development
Manager

Kathryn Banks
Senior Planning Officer

Spelthorne Borough Council, June 2024

Information Document 1

1. Planning Policy Context

National Policy

- 1.1 The Government is committed to levelling up across the country, building more homes to increase home ownership, empowering communities to make better places, restoring local pride and regenerating towns and cities. In February 2022, the Government published a White Paper titled “Levelling Up”, which set out the Government’s commitment to making improvements to the planning system to achieve this, by giving communities a stronger say over where homes are built and what they look like. This was followed by the Bill which was introduced to Parliament on 11 May 2022. Its stated purpose is to “*drive local growth, empowering local leaders to regenerate their areas, and ensuring everyone can share in the United Kingdom’s success*”. The issue over housing delivery and any possible changes to the current methodology of housing provision for local planning authorities (currently calculated at 618 dwellings per year) has been the subject of much debate in the planning press. At the time of writing, the question of whether and when there will be any changes remains unclear and therefore, the Local Planning Authority is required to work within the existing legislation.
- 1.2 The Government, has subsequently, reinforced its objective to significantly boost the supply of new homes and making the local authority more accountable for delivery in their area by publishing the following:
- A revised National Planning Policy Framework (NPPF) December 2023);
 - Planning Practice Guidance (PPG) on Housing Supply and Delivery February 2024.
- 1.3 The methodology for calculating the Housing Delivery Test is set out in the Housing Delivery Test Measurement Rule Book 2018. It measures the number of net homes delivered against the number of homes required over a rolling three year period.
- 1.4 The Government is, therefore, committed to the improved delivery of more new homes nationally through their economic and housing growth agendas. To this end they have introduced a number of measures and reforms to the planning system intended to deliver more housing, improve housing affordability and remove barriers to development. Local planning authorities (LPAs) are challenged to be more proactive in increasing the speed and quantity of housing supply to meet the identified housing needs of their local area.

Information Document 2

2. Housing Delivery Analysis

- 2.1 The Housing Delivery Test (HDT) was introduced by the Government in 2018 as a monitoring tool to demonstrate whether local areas are building enough homes to meet their housing need. The HDT, which was published in December 2023 updates the previous result published in January 2022. This compares the number of new homes delivered over the previous three years with the authority's housing requirement. In the case of Spelthorne, the housing requirement is the minimum annual local housing need figure (618 dwellings per annum as of April 2023). The calculation is given as:

$$HDT(\%) = \frac{\textit{Total net homes delivered over three year period}}{\textit{Total number of homes required over three year period}}$$

- 2.2 The HDT will be used to determine the buffer to apply in housing supply assessments and whether the presumption in favour of sustainable development should apply. The HDT has the following consequences:
- Where housing delivery over the previous three years has been less than 95% of the housing requirement, LPAs should prepare an action plan setting out the causes of under delivery and the intended actions to increase delivery;
 - Where delivery has been less than 85% of the housing requirement, a 20% buffer should be applied to the supply of deliverable sites for the purposes of housing delivery assessment;
 - Where delivery has been less than 75% of the housing requirement, the NPPFs presumption in favour of sustainable development will apply.
- 2.3 In the 2022 HDT measurement, published in 2023, there were 58 councils below 75% and consequently now face the 'presumption in favour of sustainable development'. The 2022 housing delivery test figure for Spelthorne is 68%, meaning it now faces this consequence. This calculation is based on the data set out in Table 8.

Table 8 Spelthorne – Housing Delivery Test: 2022 Measurement (published December 2023)

No of home required			Total homes required	No of homes delivered			Total homes delivered	HDT Test %	Consequence
2019-2020	2020-2021	2021-2022		2019-2020	2020-2021	2021-2022			
552	403	611	1,566	228	508	336	1072	68%	Presumption in favour of development

- 2.4 As a consequence, Spelthorne is required to produce an Action Plan within a period of 6 months of publication of the Housing Delivery Test measurement.
- 2.5 Spelthorne Borough Council (SBC) is responding to this challenge and has the ambition, recognised across its key strategic documents, to increase and accelerate the delivery of new housing across the district. The allocation of land to accommodate a minimum of 9,270 new homes (618 dwellings per annum) is being made through the emerging Local Plan, which was submitted for Examination on 25 November 2022. The Council has again challenged the standard method figure, largely due to the constraints present in the Borough. The Regulation 19 Local Plan identified sufficient homes to meet housing needs over the 15-year plan period. The decision made by the E&S Committee on 29 February 2024 sets out the Council's revised position, which it is asking the Inspector to consider.

- 2.6 The PPG advises that:

“The action plan is produced by the local planning authority where delivery is below 95% of their housing requirement. It will identify the reasons for under-delivery, explore ways to reduce the risk of further under-delivery and set out measures the authority intends to take to improve levels of delivery.”

- 2.7 The table on the following page sets out the position for all Surrey boroughs and districts. It can be seen that at present seven out of the eleven authorities are required to produce a housing delivery action plan. The possible consequences are based on the following:

95% = Action Plan

85% = Action Plan + 20% buffer

75% = Action Plan + 20% buffer + presumption in favour of development

Table 9 Surrey Local Authorities – Housing Delivery Test 2022

Local Authority	No of homes Required			Total Homes required	No. of homes delivered			Total Homes Delivered	HDT Test %	Current Consequence 2022 HDT Measurement
	2019-2020	2020-2021	2021-2022		2019-2020	2020-2021	2021-2022			
Elmbridge	573	421	641	1635	396	310	768	1474	90%	Action Plan
Epsom and Ewell	529	384	577	1490	185	169	117	471	32%	Presumption + 20% Buffer + Action Plan
Guildford	515	374	562	1452	622	923	935	2479	171%	None
Mole Valley	411	302	456	1169	162	274	247	683	58%	Presumption + 20% Buffer + Action Plan
Reigate and Banstead	426	310	461	1197	492	792	728	2011	168%	None
Runnymede	468	340	511	1320	381	392	373	1146	87%	Action Plan
Spelthorne	552	403	611	1566	228	508	336	1072	68%	Presumption + 20% buffer + Action Plan
Surrey Heath	304	218	327	849	376	352	370	1098	129%	None
Tandridge	593	430	644	1667	268	117	246	631	38%	Presumption + 20% Buffer + Action Plan
Waverley	540	393	590	1523	605	690	820	2115	139%	None
Woking	394	287	429	1110	305	147	386	838	76%	20% Buffer + Action Plan

- 2.8 Where there is a presumption in favour of development, the “tilted balance” applies where the balance is skewed in favour of sustainable development and granting planning permission except where the benefits are ‘significantly and demonstrably’ outweighed by the adverse impacts or where specific policies in the National Planning Policy Framework (NPPF) indicate otherwise. The “tilted balance” also applies where there is the absence of relevant up to date development plan policies or where the local authority does not have a five year housing land supply which is presently the case for Spelthorne.
- 2.9 The tilted balance therefore increases the prospect of planning permission being granted because it ‘tilts’ the balance in favour of approving an application.

Spelthorne’s Current Housing Land Supply Position

- 2.10 The Council’s housing target based on our local housing need is currently 618 dwellings per annum as of April 2023 and this comprises the basis for calculating the five-year supply of deliverable sites. In using the local housing need figure of 618 as the starting point for the calculation of a five year supply, it must be borne in mind that this does not represent a target as it is based on unconstrained need. The Council is planning to meet the local housing need figure of 618 homes per annum through its emerging Local Plan. The Strategic Land Availability Assessment is updated regularly to consider all suitable, available and achievable land in the Borough to help meet development needs.
- 2.11 The Council has assessed the availability of housing in its Strategic Land Availability Assessment (SLAA) 2022. The Authority Monitoring Report (AMR) 2023 contains a housing trajectory and it is this, that has been used as the baseline to inform the supply of sites. There has, however, been some updates to some of the sites and figures following consultation with the Councils Development Management and the Assets teams.
- 2.12 Due to the requirement set out in paragraph 79 of the NPPF to apply a buffer of 20% where there has been under delivery of housing over the previous three years, the local need housing figure is 742 (618 + 20% buffer) dwellings per annum. The effect of this increased requirement is that the identified sites only represent some 3.8 years supply or 3.0 years supply and accordingly the Council cannot, at present, demonstrate a five or four year supply respectively due to paragraph 226 of the NPPF 2023 applying to Spelthorne Borough Council, of deliverable housing sites.
- 2.13 As a result, current decisions on planning applications for housing development need to be based on the “tilted balance” approach as set out in paragraph 79 of the NPPF (2023) as referred to above.

Table 10 Spelthorne’s Housing Land Supply Position

Five Year Supply Position	
Need April 23 – March 28 = (5 x 618) =	3090
Buffer at 20% = (3090 x 1.2) =	3708
Annual need including 20% buffer =	742
Projected 5 year supply =	2780
Housing supply (2780 / 3708 * 5) =	3.8 years of supply
Four Year Supply Position	
Need April 23 – March 28 = (5 x 618) =	3090
Buffer at 20% = (3090 x 1.2) =	3708
Annual need including 20% buffer =	742
Projected 4 year supply =	2278
Housing supply (3094 / 708) =	3.0 years of supply

Spelthorne's Housing Performance

- 2.14 A large proportion of the existing housing stock was built between 1920 and 1970. A very high proportion is owner-occupied and comprises mainly detached, semi-detached and terraced housing. The 2011 Census indicates that approximately 12% of the stock is social housing managed by Registered Social Landlords (RSLs) with a similar amount of private rented accommodation. Some 3.5% of the stock is vacant. The Housing completions (net) by sector April 2009-March 2023 is set out in Appendix 4 Table 21.
- 2.15 House prices have continued to fluctuate. Table 13 illustrates changes in annual average (median) house prices over the last ten years according to latest available data. Data on house prices is derived from actual sale prices which can show significant variation over time, particularly when the total volume of sales is small. The information should therefore be seen only as a guide to relative movement in house prices by type.
- 2.16 All affordable housing for rent is managed by RSLs and for each scheme granted planning permission the Council initially has 100% nomination rights for first lets with 75% thereafter. One important contextual indicator relating to the achievement of affordable housing policies is the size and composition of the Housing Register. Since 2009 the Council has operated a Choice Based Lettings scheme which significantly extends the opportunities for families on the Housing Register.

Table 11 Average House Prices in Spelthorne by type of dwelling

	Type of Dwelling			
	Detached	Semi-detached	Terraced	Flat/Maisonette
March 2013	£413,453	£288,940	£235,190	£167,183
March 2014	£452,436	£316,491	£257,380	£182,821
March 2015	£516,173	£361,784	£293,173	£208,525
March 2016	£592,566	£414,053	£333,480	£234,909
March 2017	£621,268	£430,119	£346,341	£249,377
March 2018	£626,016	£436,594	£350,260	£248,872
March 2019	£623,430	£366,785	£346,192	£242,583
March 2020	£622,124	£436,085	£348,964	£238,159
March 2021	£650,856	£454,713	£366,415	£241,539
March 2022	£720,721	£498,707	£394,531	£258,075
March 2023	£791,193	£521,984	£413,094	£262,032
% change 2013-2023	91%	86%	75%	56%

Source: <http://landregistry.data.gov.uk/app/ukhpi/explore>²

² The average house prices figures used within the Housing Delivery Test Action Plan are taken from the UK House Price Index which is on the Land Registry Government website (<http://landregistry.data.gov.uk/app/ukhpi/explore>). Here you can source a variety of house price statistics, such as the average house price by property type e.g. detached houses / flats and maisonettes and percentage change (yearly) by type of property. The average prices above are at the average for the whole Borough.

Projecting future provision

- 2.17 The housing trajectory (Table 12) shows housing completions for the last seven years and anticipated delivery for the next 15 years to 2037. It combines information on past completions, existing planning permissions and identified housing sites from the Strategic Land Availability Assessment 2022 to illustrate projected housing supply going forward into the new Local Plan period.
- 2.18 Net completions for the previous seven years are recorded and broken down into four categories – conversions, change of use, small sites with fewer than 5 dwellings (net) and large sites of 5 or more dwellings (net). Data on housing completions by bedroom are set out in Table 15. Data for projected completions in future years is recorded on the same basis in Table 12.

Table 12 Draft Housing Trajectory Data 2023-2037

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38
Actual Completions																						
Actual total completions (gross)	374	287	310	248	656	210	150															
Actual total completions (net)	347	250	289	228	639	205	138															
Annual losses	27	37	21	20	17	5	12															
Under construction at start of year	439	476	1010	1094	982	538	345	1320														
TOTAL SUPPLY																						
Units under construction								28	215	248	313	0	0	0	0	0	0	0	0	0	0	0
Extant units not started*								0	377	331	38	38	0	0	0	0	0	0	0	0	0	0
Allocations*								0	0	64	419	465	811	742	801	449	339	197	197	244	230	188
Brownfield Tier 2*								0	0	7	29	0	84	79	94	29	5	126	100	140	109	48
Small sites windfall trend								41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8
PDO windfall trend								0	0	0	0	0	32	32	32	32	32	16	16	16	16	16
TOTAL SUPPLY	347	250	289	228	639	205	138	70	634	691	841	544	969	895	969	552	418	381	354	442	397	293
ANNUAL REQUIREMENT																						
Standard Method Annual Requirement								618	618	618	618	618	618	618	618	618	618	618	618	618	618	618
Annualised Requirement (cumulative)								618	1236	1854	2472	3090	3708	4326	4944	5562	6180	6798	7416	8034	8652	9270
Cumulative completions								70	704	1394	2236	2780	3749	4643	5612	6164	6581	6962	7316	7758	8155	8448
Years remaining at start of year								15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
Residual								9270	9200	8566	7876	7034	6490	5521	4627	3658	3106	2689	2308	1954	1512	822
ANNUAL REQUIREMENT taking account of past and projected completions								618	657	659	656	639	649	613	578	523	518	538	577	651	756	822

- 2.19 Anticipated completions for the year 2023/24 are 70. Anticipated completions for the year 2024/25 are 634.
- 2.20 For the period from 2023/24 to 2037/38 the estimated net annual completions are based on the following components:
- Dwellings under construction
 - Dwellings with planning permission (unimplemented)
 - Allocations
 - Sites of 5 or more dwellings identified in the SLAA 2022.
 - Estimates for dwellings provided by conversions, change of use and from small sites (fewer than 5 units net)
- 2.21 Given the past trends in the Borough's implementation rates of planning permissions it has been assumed that most remaining unimplemented permissions will be completed over the next five year period from 2023. However, a small non-implementation factor of 5% has been applied on a precautionary basis to allow for permissions which expire.
- 2.22 Another component of the trajectory is based on estimates and is made up of four elements. The first, dwellings provided by conversion of existing residential properties into smaller units, is calculated from the average annual net provision over seven years. The second element derives from the change of use from non-residential property to residential, such as a shop to a dwelling. Again, the estimate is based on the annual average net provision over a seven year period. Traditionally this was always a small component of the overall total. However, the significant increase in large office to residential conversions as a consequence of the Government's relaxation of planning controls has significantly increased this source of supply which is now estimated separately. It is not known how long this trend will continue, so whilst the trajectory takes account of known schemes, the longer term estimate for this source of dwelling supply remains cautious having regard to current levels of provision.
- 2.23 The fourth element relates to new build dwellings on sites delivering fewer than five dwellings (net). This is the threshold for sites considered to be too small to be reliably identified in the SLAA. Currently there is no evidence from completions data to suggest that this source of new housing is likely to decline over the plan period and the estimate of 38 units per annum is taken from the SLAA. This is based on the average annual net completions figure for the last nine years and is included in the trajectory in years 5-10 and 10-15.
- 2.24 The final component of supply is that provided by the SLAA 2022. Every site of 5 or more dwellings listed in the study is assessed on a likely implementation date based on the criteria of whether a site is developable and deliverable over the next fifteen years broken down into three five year periods.

2.25 At the time the Local Plan was submitted for Examination, the Council was planning to meet the Local Housing Need derived from the standard method for calculating housing need. The Council was unable to meet its housing needs in the urban area alone, so the release of a small amount of Green Belt was proposed. The Local Plan which was submitted for Examination included a 0.7% release of Green Belt alongside making an efficient use of brownfield land and maximising densities in sustainable locations. In February 2024, the E&S Committee agreed to advise the Local Plan Inspector that the Council was now only looking to release those green belt sites allocated for Gypsies or Travelling Show People.

2.26 The number of dwellings completed, under construction and with outstanding planning permission at 31 March 2023 is shown in Table 13.

Table 13 Number of dwellings completed, under construction and with outstanding planning permission at 31 March 2023

	Conversion/ Change of Use	Small sites (less than 0.4ha)	Large sites (0.4ha or greater)	Total dwellings – all sites
Gross Completions (2022-23)	62	88	0	150
Losses (2022-2023)	3	9	0	12
Net Completions	59	79	0	138
Units under construction	147	171	1002	1320
Units not started on sites under construction	0	0	0	0
Units with outstanding planning permissions (net)	217	235	426	878
Total units outstanding	364	406	1428	2198

(Source: In house monitoring)

Table 14 Approved and Implemented Residential Development

Year	Schemes approved in year	Units approved in year	Starts this year	Total under construction
2022-2023	57	632	1125	1319
2021-2022	58	443	172	345
2020-2021	52	242	212	538
2019-2020	63	756	138	982
2018-2019	69	998	270	1092
2017-2018	89	1085	821	1010
2016-2017	54	654	411	476
2015-2016	68	581	381	439

2.27 Table 14 shows the rate of approved residential schemes in Spelthorne since 2015-16. This highlights the Council's rate of approval and also shows the number of units started each year by developers. Starts each year are generally much lower than the number of approvals, indicating that whilst the Council is positively responding to the challenge of boosting its role in housing delivery internally, external factors which are beyond the control of the Council will influence the decision to implement a scheme.

Table 5 Housing completions (net) by bedroom April 2009-March 2023

Year	Total Dwellings (Gross)					Losses (ii)					Net Completions					Running Total
	1 bed	2 bed	3 bed	4 bed	Total	1 bed	2 bed	3 bed	4 bed	Total	1 bed	2 bed	3 bed	4 bed	Total	
2009-2010	77	166	26	27	296	2	36	43	4	85	75	130	-17	23	211	211
2010-2011	70	112	19	11	212	3	21	43	6	73	67	91	-24	5	139	350
2011-2012	53	91	90	28	262	3	43	52	5	103	50	48	38	23	159	509
2012-2013	66	98	38	20	222	2	6	42	2	52	64	92	-4	18	170	679
2013-2014	66	98	19	15	198	2	2	1	2	7	64	96	18	13	191	870
2014-2015	79	172	48	34	333	42	8	8	10	68	37	164	40	24	265	1,135
2015-2016	89	166	71	29	355	2	6	31	8	47	87	160	40	21	308	1,443
2016-2017	98	189	50	37	374	6	11	8	2	27	92	178	42	35	347	1,790
2017-2018	108	111	36	32	287	8	12	6	11	37	100	99	30	21	250	2,040
2018-2019	164	92	33	21	310	3	4	8	6	21	161	88	25	15	289	2,329
2019-2020	122	98	20	8	248	1	6	11	2	20	121	92	9	6	228	2,557
2020-2021	294	327	30	5	656	0	6	7	4	17	294	32	23	1	639	3,196
2021-2022	92	114	4	0	210	0	0	5	0	5	92	114	-1	0	205	3401
2022-2023	90	48	7	5	150	0	4	4	4	12	90	44	3	1	138	3539
2009-2022 (i)															3,539	

(i) Period covered by the Spelthorne Core Strategy and Policies DPD.

(ii) Losses of residential units (through redevelopment, conversion and to other uses) are accounted for in the year in which a development is commenced on the site.

Density

2.28 From 2009 to 2022 the average density for all completed schemes was 78 dwellings per hectare. Table 18 shows that there has been a notable increase towards higher density development over the past two years.

Table 56 Percentage of new dwellings on completed sites between 2009 and 2022 at different density ranges.

Year	Sites completed in year	Number of dwellings on completed sites	Average density of completed sites	% of dwellings completed at different density ranges		
				<35	35-75	>75
2009-2010	40	235	63	3%	67%	30%
2010-2011	38	272	64	7%	52%	41%
2011-2012	33	260	39	7%	89%	4%
2012-2013	38	146	44	18%	42%	40%
2013-2014	27	242	55	6%	44%	50%
2014-2015	42	307	65	18%	11%	71%
2015-2016	28	176	76	6%	42%	52%
2016-2017	46	440	51	19%	55%	26%
2017-2018	44	296	50	29%	27%	44%
2018-2019	48	459	66	57%	8%	35%
2019-2020	35	230	71	7%	23%	70%
2020-2021	58	513	134	9%	8%	83%
2021-2022	12	137	190	2%	5%	93%
2022-2023	23	150	148	6%	2%	92%
Total	512	3,863	78			

Source: In house monitoring

Affordable housing

2.29 The overall provision of affordable housing has declined in recent years. A few years ago, there was an increasing trend for developers to seek to reduce on-site provision of affordable housing on the grounds of viability and / or to promote off-site provision or an in-lieu financial contribution. However, in more recent years, the level of s106 affordable housing has declined to the extent it is now a severe problem in Spelthorne and does not meet the needs of our residents. Indeed in 2022/23, there were no newly built affordable housing completions in the Borough (see table 17 below). A number of larger schemes have recently been granted planning permission with significantly lower proportions of on-site provision than Policy HO3 seeks to achieve. In addition, the conversion of offices to residential under the “prior approval” regime has

prevented the negotiation of affordable housing in a significant number of schemes.

Table 17 Number of affordable homes provided per year since 2009

Year	Affordable dwellings completed (gross)	Affordable dwellings lost in year	Affordable dwellings completed (net)	Rent		Shared Ownership*		Other/not specified	
				Gross units	%	Gross units	%	Gross units	%
2009-10	99	54	45	64	65	35	35	0	0
2010-11	96	44	52	84	87	12	13	0	0
2011-12	144	59	85	101	70	43	30	0	0
2012-13	63	20	43	51	81	12	19	0	0
2013-14	44	0	44	44	100	0	0	0	0
2014-15	16	43	27	8	50	8	50	0	0
2015-16	138	14	124	82	59	56	41	0	0
2016-17	46	0	46	46	100	0	0	0	0
2017-18	9	0	9	5	55.5	4	44.5	0	0
2018-19	6	0	6	6	100	0	0	0	0
2019-20	0	0	0	0	0	0	0	0	0
2020-21	177	0	177	22	12	155	88	0	0
2021-22	104	0	104	0	0	104	100	0	0
2022-23	0	0	0	0	0	0	0	0	0
Total	942	234	708	513	54%%	429	46%	0	0

Source: In house monitoring

*** It should be noted that the shared ownership dwellings do not meet the housing needs of those on the housing register.**

Table 6 Affordable dwellings granted planning permission 2022-2023

	Number of sites	Total Dwellings (gross)	Affordable dwellings granted pp	Affordable dwellings as % of all dwellings granted pp
All schemes	62	1391	192	14%
Schemes above 15 unit threshold as defined in Policy HO3 ³	8	1222	192	16%

Source: In house monitoring

- 2.30 The conversion of offices to residential under the “prior approval” regime has prevented the negotiation of affordable housing in a significant number of schemes. In the year to 31 March 2023, 23 dwellings were granted through prior approval applications from 3 applications. (Table 19).

Table 19 Prior approval applications granted April 2022-March 2023

Application No	Address	Date Approved	Number of dwellings
22/00707/PDO	56 Kingston Road Staines-upon-Thames TW18 4NL	04/08/22	14
22/01545/PDO	Elizabeth House 56 - 60 London Road Staines-upon-Thames TW18 4HB	22/12/22	8
23/01273/PDO	Office 6A (First Floor) Araby Corner, 6 High Street, Shepperton, TW17 8DN	14/12/2023	1

The Brownfield Land Register

- 2.31 The National Planning Policy Framework (NPPF) requires councils to encourage the effective use of land by reusing land that has been previously developed (brownfield land), provided that it is not of high environmental value. All sites included on the register have been provisionally assessed as meeting the NPPF definition of previously developed land.

- 2.32 To be included, sites must also meet the following:

³ As per national planning guidance (NPPF 2021) this is now applied to schemes of 10 units or more.

1. at least 0.25 hectares in size or capable of supporting at least five dwellings;
 2. "suitable" for residential development;
 3. the land is "available" for residential development; and
 4. residential development of the land is "achievable".
- 2.33 Spelthorne published its Part 1 Brownfield Register in December 2018 and updates this annually. The Register provides up-to-date and consistent information on sites that are considered to be appropriate for residential development as long as they meet the criteria set out in Town and Country Planning (Brownfield Land Registry) Regulations 2017. Registers are in two parts, Part 1 comprises all brownfield sites appropriate for residential development and Part 2 those sites granted permission in principle. The Part 1 Brownfield Land Register includes sites that have planning permission or are allocations in the adopted Local Plan. In due course the register will be extended to include relevant sites that have been submitted through Spelthorne's Strategic Land Availability Assessment (SLAA) or appropriate sites which meet the criteria.
- 2.34 The Brownfield Land Register does not affect the status of sites that already have planning permission or are allocated in the adopted Local Plan for development. The inclusion of other sites on the register does not give them any formal status, or grant permission in principle, or in any sense infer that planning permission will be granted for development. The Brownfield Land Register will be subject to periodic review and through ongoing refinement further sites will be added whilst others may be removed.

The New Local Plan

- 2.35 The current review of the Council's Local Plan has identified a need to create around 618 housing units each year over the next 15 years. The Council submitted its draft Local Plan to the Secretary of State for Levelling up, Homes and Communities for independent inspection on 25 November 2022. The Local Plan seeks to meet the Borough's development needs through a combination of intensifying development of brownfield land, growth within Staines-upon-Thames and releasing a small amount of Green Belt (0.7%) to provide family housing.
- 2.36 The first three hearings were held on 23 – 25 May 2023, and a further six dates were planned for June 2023. Following an Extraordinary Council Meeting on 6 June 2023, where a motion was agreed to pause the remainder of the Local Plan examination hearings, the examination was paused.
- 2.37 Another Extraordinary Council Meeting was held on 14 September to consider a report which outlined three options on the future of the Local Plan. At the start of the meeting, a letter from the Minister of State for Housing and Planning was read out which outlined the Governments concerns that the Council may withdraw the emerging Local Plan from

examination. This has resulted in the Government intervening in the Local Plan process under section 27 of the Planning and Compulsory Purchase Act 2004.

- 2.38 Following this, Councillors voted to extend the pause in the Examination timetable until the proposed changes to the National Planning Policy Framework have been published before determining the next steps. The revised National Planning Policy Framework was published on 19 December 2023. Subsequently, at Environment and Sustainability Committee on 29 February 2024, the Committee decided on options regarding Green Belt allocations, flood risk sites and the Staines Development Framework, and wrote to the Inspector on 6 March 2024 to consider the decisions.
- 2.39 The Staines Development Framework was also consulted on alongside the Local Plan. The aim was to provide a structure to shape and transform the town centre. The Development Framework was an important element of the new Local Plan as it set out the opportunities for Staines to deliver new homes, commercial activity and vital infrastructure. At the E&S Committee on 29 February 2024, a decision was made to recommend to the Inspector that the SDF be withdrawn as a Core Document.

Information Document 3

2 Key challenges

The key challenges set out in the following section have been identified as areas for the Council to overcome and to positively address any current barriers to housing delivery. In addressing these challenges, the Council will seek to maintain its high standards and will not compromise on the quality of housing delivered. In addressing these challenges, the Council will have regard to its corporate priorities and will seek betterment for the community.

Increasing numbers on the Housing Register: Over the past three years, the number of applicants on the Council's Housing Register has grown by 79%.

Lack of availability of existing affordable housing: In 2017/18 there were eleven applicants for every social housing vacancy.

High rates of statutory homelessness: There is an average of 116 households for whom we have a duty to provide accommodation per year, with one in five households approaching us due to the termination of a private sector tenancy.

High use of emergency and temporary housing for homeless households: The average occupancy of temporary accommodation at the end of each quarter in the four years to 2017/18 was 111 households. See Appendix 3 Table H4. For example, the average cost to the Council to accommodate one homeless household in emergency housing is approximately £20,000 per annum

Increasing affordability issues: ratio of the median house price to the median wage in the area evidences a year-on-year rise over the past four years, with Spelthorne outpacing the ratios for both the South East and England.

Lack of new-build affordable housing: The net increase of provision over the past five years has been a mere 28 units – with no provision in the past two years. In planning terms, affordable housing can only be secured with schemes of 15 houses or more (policy HO3) and many applications are for a lower number of dwellings than this. In addition, each application (for 15+ units) which is not policy compliant with policy HO3, is required to provide a viability assessment on an open book approach which is undertaken by an independent advisor appointed by the LPA. Due to the rising costs in recent times, several of the applications have been able to demonstrate that providing affordable housing is non viable. The Council is currently exploring other ways (other than s106 agreements) to secure the much needed affordable housing.

The effect of our proximity to London

As well as the evident demand for affordable housing from local residents, there is also considerable pressure from London. The cost of housing in London is even higher than in Spelthorne, and London boroughs are actively placing homeless households from their boroughs into Spelthorne, as well as 'block booking' emergency accommodation facilities within Spelthorne for their homeless people, placing further demand on the already strained private sector.

Key worker accommodation

Whilst housing affordability is a significant issue in general, it acutely affects key workers, who help to run the essential local services such as schools, hospitals, doctor's surgeries and fire stations. According to Government statistics released in 2011, the latest records available, the medium income for employees within Spelthorne is £31,457, which is in line with the Surrey average. However, the starting salaries for essential local workers is much less. We know anecdotally that key worker staff are moving further and further away from Spelthorne into Hampshire and Berkshire and commuting to work. This means that when they look for their next promotion they are more likely to look in those areas; this is another factor leading to loss of workforce. Whilst some key workers are being recruited from London, one of the main factors which will keep them in Spelthorne is availability of affordable housing.

Table 20 Housing completions (net) by sector April 2009-March 2023

Year (Apr-Mar)	Total Dwellings (Gross)				Losses (ii)				Net Completions				Running Total
	Private	RSL	Public	Total	Private	RSL	Public	Total	Private	RSL	Public	Total	
2009-2010	197	99	0	296	29	56	0	85	168	43	0	211	211
2010-2011	116	96	0	212	29	44	0	73	87	52	0	139	350
2011-2012	118	144	0	262	43	60	0	103	75	84	0	159	509
2012-2013	159	63	0	222	32	20	0	52	127	43	0	170	679
2013-2014	154	44	0	198	7	0	0	7	147	44	0	191	870
2014-2015	317	16	0	333	25	43	0	68	292	-27	0	265	1,135
2015-2016	217	138	0	355	33	14	0	47	184	124	0	308	1,443
2016-2017	328	46	0	374	27	0	0	27	301	46	0	347	1,790
2017-2018	278	9	0	287	37	0	0	37	241	9	0	250	2,040
2018-2019	304	6	0	310	21	0	0	21	283	6	0	289	2,329
2019-2020	248	0	0	248	20	0	0	20	228	0	0	228	2,554
2020-2021	479	177	0	656	17	0	0	17	462	177	0	639	3,196
2021-2022	106	104	0	210	5	0	0	5	205	0	0	205	3,401
2022-2023	150	0	0	150	12	0	0	12	12	0	0	138	3,539
2009-2022(i)	3,171	942	0	4,113	337	237	0	574	2,812	601	0	3,539	

(i) Period covered by the Spelthorne Core Strategy and Policies DPD.

(ii) Losses of residential units (through redevelopment, conversion and to other uses) are accounted for in the year in which a development is commenced on the site.

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Environment and Sustainability Committee



18 June 2024

Title	Consultation on Emerging Planning Proposals
Purpose of the report	To make a decision
Report Author	Esmé Spinks, Planning Development Manager
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	Community Addressing housing need Resilience Environment Services
Recommendations	Committee is asked to: Agree the report and Appendix 1
Reason for Recommendation	<ul style="list-style-type: none"> • This report is providing an update on the Consultation on the Emerging Planning Proposals • To agree the Council’s response to the revised Consultation on Emerging Planning Proposals

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> • A review of the Consultation on Emerging Planning Proposals 	<ul style="list-style-type: none"> • It was agreed the consultation protocol agreed two years ago should be reviewed.
This is what we want to do about it	These are the next steps

<ul style="list-style-type: none"> • The protocol will continue to assist in the effectiveness of the planning system and improved outcomes for the community. 	<ul style="list-style-type: none"> • To achieve Committee approval of the update on the Consultation on the Emerging Planning Proposals
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1.1 This report seeks to provide an update to councillors on the Consultation on Emerging Planning Proposals which was approved by Corporate Policy and Resources committee on 14/03/2022. A copy of the updated consultation protocol is attached as appendix 1.

2. Key Issues

Background

2.1 The protocol for the consultation on emerging planning proposals, which was agreed by the Corporate Policy and Resources Committee, sets out a process to encourage developers to engage in early pre-application. The National Planning Policy Framework (NPPF 2023) advises that *'early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality preapplication discussion enables better coordination between public and private resources and improved outcomes for the community'*.

2.2 The protocol advises on the primary purpose of community consultations and briefings, the community consultation process, the role of members at briefings and the process.

2.3 Following the approval of the protocol, consultations have taken place in the following ways:

- Consultation in the community by developers (pre-application)
- Planning presentations to Members by developers at the pre-application stage
- Briefings by Planning Officers prior to Planning Committee
- Details on Consultation for Major Development Sites

Details of consultations undertaken in the last two years are attached as appendix 2.

2.4 During discussions with developers who have sought pre-application advice with planning officers, officers refer to the Protocol and the importance the authority attaches to consulting in the community on larger major or sensitive planning proposals. Of the 10 larger proposals, developers have consulted in the community on all schemes (although 3 were only via the website/leaflet drops only and not in person with the community).

2.5 The large majority of the developers proposing the larger applications have undertaken pre-application advice with the planners. Several proposals have been amended as a result of comments made, even if some planning

applications remained unacceptable in planning terms. Several of the proposals were amended following consultation in the community to include amendments or additional landscaping, relation of an off-site bus stop, reduction in the height of the building and an amendment to the position of the building.

- 2.6 As referred to in para 3.0 of the Protocol, the details relate to the larger major applications only - 50+ dwellings and/or commercial schemes of 10,000+sqm of commercial floorspace. It will also relate to major developments (10+ dwellings and 1,000sqm + floorspace) which the Planning Development Manager considers is a sensitive development.

Amendments

- 2.7 It is proposed to amend the agreed consultation protocol as follows:
- The consultation has been amended to reflect the updated NPPF 2023, although the amended version does not change the text on the primary purpose of community consultation.
 - An amendment has been added to define the types of applications which should be subject to the community consultation process by the developer to encourage the process to also apply to smaller but sensitive applications, for e.g., within a conservation area.
 - Some changes to the steps in the process under 3.0 to include 'shall' to reflect the fact there is no statutory obligation for the developer to consult on all planning applications, although it is strongly encouraged.
 - It is recommended that the pre-application briefing to members is amended to state that it is undertaken by the applicant only and not the planning officer; this reflects what happens at present. However, planning officers will continue to present at member only briefings for complex and often technical proposals prior the Planning Committee meeting.

3. Options, analysis, and proposal

- 3.1 There are three options. The first is to agree the revised 'Consultation on Emerging Planning Proposals' document.
- 3.2 The proposed changes to the protocol seek to further improve consultation between the developer and the ward councillors and local community on large and complex or sensitive proposals early on in the pre-application process.
- 3.3 The protocol, whilst not binding on developers, demonstrates to developers the importance of consulting with the community on larger or sensitive schemes and making pre-application presentations to members. It would mean that the community, including members have an opportunity to be well informed about major development proposals. Even if we did not have a consultation protocol, developers can still consult with the community, and it is far preferable to demonstrate to the community how important consultation is.

- 3.4 Planning Practice Guidance “Before submitting an application” acknowledges that *“pre-application engagement by prospective applicants offers significant potential to improve both the efficiency and effectiveness of the planning application system and improve the quality of planning applications and their likelihood of success.”*
- 3.5 Early consultation with the community by the developer on large proposals encourages greater collaborative working. It provides the community with an opportunity to express their views with the developer at an early stage when the scheme is still being formulated which enables the developer to give consideration to amend their proposals prior to submitting their planning application. However, it should be noted that the developer has no statutory obligation to consult with the community. This option is recommended.
- 3.6 The second option is to not agree the revised ‘Consultation on Emerging Planning Proposals’ document. Early engagement in planning proposals has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. To not engage would send a message out that consulting with community is unimportant when the Council’s Corporate Plan makes clear that the Council will put *‘our residents at the heart of everything we do’*. Indeed, the first priority in the Corporate Plan is ‘Community’ and when referring to *‘Empowered Communities’* advises we will *‘communicate, listen and engage with residents, be an inclusive Council for all our residents.....adjusting to the needs of our residents’*. This option is not recommended.
- 3.7 The third option is for the E&S Committee to make further revisions to the revised document if they so wish.

4. Financial management comments

- 4.1 There are no financial management comments.

5. Risk management comments

- 5.1 There are no risk management comments.

6. Procurement comments

- 6.1 There are no procurement comments.

7. Legal comments

- 7.1 Although the protocol ‘Consultation on Emerging Planning Proposals’ is not required by law and will not be binding on developers, this is a good practice document that represents the principle of early engagement as recommended by the NPPF and the PPG and as such serves as an additional transparent opportunity for all interested parties to work collaboratively and openly at an early stage of a proposed development. Having agreed and approved protocol enables everyone to see what process the Council has in place and how is that process expected to be carried out and managed.

8. Other considerations

- 8.1 There are no other considerations.

9. Equality and Diversity

- 9.1 This report does not have any specific Equality and Diversity implications. However, all planning applications are assessed for these matters as part of the decision-making process.

10. Sustainability/Climate Change Implications

- 10.1 This report does not have any specific sustainability/climate change implications. However, all planning applications are assessed for these matters as part of the decision-making process.

11. Timetable for Implementation

- 11.1 The amended protocol on Consultation on Emerging Planning Proposals shall be implemented with immediate effect. However, if there are any significant changes required, for example, a planning policy change, the protocol will be referred back to Committee.

12. Contact

- 12.1 Please contact:

- Esmé Spinks, Planning Development Manager
e.spinks@spelthorne.gov.uk

Background papers: There are none.

Appendices:

Appendix 1 – Consultation on Emerging Planning Proposals

Appendix 2 Details on Consultations undertaken following the adoption of the Protocol

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Consultation on Emerging Planning Proposals

1.0 Introduction

The planning process for Borough Councillors and the local community will be enhanced if they are consulted about emerging proposals for complex major development or other sensitive ones at an early stage.

As with any other discussion in a forum involving officers, the community, developers and councillors, Planning Committee Members should be careful about saying any matter which could be perceived as showing they had taken a fixed position on the proposals (or any aspect of them) or could be taken as an indication of bias, known as predetermination or bias. Planning Officers will, of course, make their professional recommendations to the Planning Committee in the usual fashion in due course. Separate discussions may be held between developers and other teams within the council where relevant to their area of responsibility.

2.0 Primary Purpose of Community Consultations and Briefings

The National Planning Policy Framework (NPPF 2023) advises that *'early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality preapplication discussion enables better coordination between public and private resources and improved outcomes for the community'*.

It further advises that Local Planning Authorities *'should also, where they think this would be beneficial, encourage any applicants who are not already required to do so by law to engage with the local community and, where relevant, with statutory and non-statutory consultees, before submitting their applications'*.

Pre-application consultations are a useful and productive part of the evolution of a proposal that will lead in most cases to an application being considered by the Planning Committee. They are intended to serve a number of purposes including:

- To provide an improved collaborative way of working
- To assist members and the local community in gaining an initial understanding of often very complex proposals and their planning implications.

- To reassure Spelthorne communities that they are being listened to and that their elected representatives are helping to ensure their views are fed into the planning process.
- To help demonstrate the Council's commitment to sustainable "growth" by providing a forum for members to consider developers' perspectives and for developers to understand some of the issues that may be important to members.
- To give members an involvement in emerging development proposals without compromising their ultimate role as decision makers by allowing them to provide their provisional input / steer.

3.0 Community Consultation Process

- This process will normally apply to major applications proposing 50+ dwellings and/or commercial schemes of 10,000+sqm of commercial floorspace. It will also relate to major developments (10+ dwellings and 1,000sqm + floorspace) which the Planning Development Manager considers is a sensitive development (i.e., conservation area) and will require consultation by the developer with the local community.

The process will have the following steps:

1. Developers make a request for pre-application advice to the Planning Development Officers in accordance with the established process set out on the Council's website.
2. The case officers will meet with the developers to discuss the proposals. No more than two meetings will take place before the developers will be requested by the planning officer discuss their proposals with the local community.
3. Developers shall arrange a consultation event for their proposals and advise the planning officer in advance. This shall be arranged to cover an afternoon/early evening period to enable the maximum number of people to attend. Consideration shall also be given by the developer to arrange an evening event. The developer shall invite the borough ward councillors and local residents and businesses. Other borough councillors may attend if they wish. The developer shall send details of the consultation event to the borough council so that it may be advertised via the Council's social media platforms.
4. The developer shall provide a summary of the consultation to the planning case officer and copied to the ward councillors for their information.
5. The developer shall meet again with the planning case officers to set out changes (if applicable) to their proposals following their

consultation with the community. The planning officers will provide feedback on the amended scheme.

6. If the planning officer considers it to be necessary, a further meeting between the developer and the local community shall be arranged in accordance with the procedures outlined in 3. Above.
7. Following the consultation process outlined above and prior to the submission of the planning application, the applicant shall undertake a final public consultation process with the wider community. This shall be in a public area and include at least one evening and one weekend.
8. During times of restriction, for e.g., an epidemic, consultation shall take place virtually online.

In addition, **formal briefings** for the borough councillors will take place. The guidelines are set out below.

4.0 The role of members at Briefings

- All councillors will be invited to Briefings.
- Whilst there is no requirement for members to attend any Briefing, their presence is strongly encouraged and welcomed. The more members give their views through Briefings, the more “value” is added to the overall process. This will strengthen the robustness of the decision-making process. However, non-attendance of Planning Committee members will not prevent their subsequent participation in deciding an application at a Planning Committee meeting.
- As referenced above, with any discussion in a forum involving officers, developers and councillors, Planning Committee Members should be careful about saying things at Briefings which could be perceived as showing they had taken a fixed position on the proposals (or any aspect of them) or could be taken as an indication of bias, known as predetermination or bias.
- However subject to that constraint, Planning Committee Members (and other members) should feel free to ask questions to understand and explore the nature of proposals being considered by the Briefing. Questions primarily should be factual, but it would be perfectly in order, for example, for a member to ask whether a particular option or approach had been explored or why a particular approach had not been explored or whether it could be explored in the future.
- A Planning Committee member commenting (or not commenting) on any aspect of proposals will not in any way “bind” the member or the Committee on any subsequent application which the Planning Committee should as always determine with an open mind based on all the information before them at that point.

5.0 Process around the Briefings

- The Planning Development Manager will agree with the Chair and/or Vice Chair of the Planning Committee where it is considered beneficial for Borough Councillors to receive a briefing due to of the size, impact, complexity or due to the controversial nature of a proposal.

Briefings shall be given by the applicant.

- Briefings involving the applicant will usually only take place prior to submission of a planning application.
- Briefings may take place in person or virtually.
- Briefings for each application will normally be expected to last 60 -75 minutes.
- The Planning Development Manager or appropriate substitute will introduce the briefing highlighting its function as a discussion-based member forum to facilitate members giving non-binding input on proposals at a preliminary stage.
- The applicant will make a presentation (usually up to 20-25 minutes) including all significant planning issues.
- If the applicant is not present, the planning officer will make a presentation (usually up to 20-25 minutes) covering all significant planning issues.
- Following the completion of the presentation, members may comment and ask questions to the applicant (if present) and the planning officers.
- Planning officers may arrange for officer technical briefings to take place with the Planning Committee for complex proposals.

6.0 Housekeeping

- Meetings are to be held in the early evening usually starting at 6pm on dates to be agreed between the Planning Development Manager and Committee Services.
- Briefings may take place in person at the Council Offices or virtually.
- Meetings will usually hear one presentation only.
- If the Planning Development Manager is not present, the nominated Planning Officer will perform the duties.

Adoption Date: 18/06/2024

Review Date: 18/06/2026

Details on Consultations undertaken following the adoption of the Previous Protocol

Appendix 2

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Site	Proposal	Plg app number	Public Consultation Drop in Dates/times	Drop in Venue	Planning Presentation by developer to Councillors in Council Chamber Prior to submission of plg app	Planning Presentation by officers to Councillors prior to Planning Committee	Outcome
Oast House, Kingston Road, Staines	Residential and Medical Centre	N/A	17 June: 12.00-19.30 18 June: 10.00-17.00	Hope Christian Centre 36 Kingston Rd Staines	19/12/22	N/A	Planning application awaited
Ashford multi-storey car park, Church road, Ashford	Residential and retail	23/00388/FUL	1 July: 12.00-19.30 2 July: 10.00-17.00	Ashford multi-storey car park	19/12/22	N/A	Planning application under consideration
Debenhams	Residential and Commercial (revised proposal)	N/A	4 -15 March 2024	Website only	07/05/24	N/A	Planning application awaited
Land East of Vicarage Road, Sunbury	Hybrid planning application	23/00121/OUT	29/06/2022 21/10/2022	Staines Rugby Football Club (both events)	14/12/22	17/10/23	Refused 19/10/23

Site	Proposal	Plg app number	Public Consultation Drop in Dates/times	Drop in Venue	Planning Presentation by developer to Councillors in Council Chamber Prior to submission of plg app	Planning Presentation by officers to Councillors prior to Planning Committee	Outcome
	for Integrated Retirement Community						
Renshaw Staines	Residential	22/00591/FUL		Leaflet drop only	30/03/22	27/06/22	Approved 02/12/22
Hazelwood Drive	Residential	23/00070/FUL	11 October 2023 15:00- 19:30	London Irish Rugby Club	N/A	N/A	Refused 01/11/23
Bugle Nurseries	Residential	22/01615/OUT	10 June 2022 (also, newsletters distributed and Stakeholder engagement)	Alan Freeman Trust Hall, Upper Halliford,	N/A	N/A	Appeal lodged against non-determination. Dismissed on appeal
Ashford Road, Shepperton	Industrial and Storage	22/01666/FUL	The applicant distributed a flyer to local residents offering the opportunity for	N/A	N/A	N/A	Refused 27/07/23

Site	Proposal	Plg app number	Public Consultation Drop in Dates/times	Drop in Venue	Planning Presentation by developer to Councillors in Council Chamber Prior to submission of plg app	Planning Presentation by officers to Councillors prior to Planning Committee	Outcome
			comments via email.				
5-7 & 9 Station Approach & 21 Woodthorpe Road	Residential and Commercial	23/00865/FUL	1st June 2023 (also distributed flyers and a website)	St Hilda's Church, Stanwell Road, Ashford	N/A	N/A	Refused 09/10/23
Land North East of Eco Park Charlton Lane Shepperton	Energy storage facility	24/00017/FUL	Email to the Residents Associations covering the areas of Ashford North, Littleton Studios and Lower Sunbury on 30 May 2023 and to Charlton Village on 20 June 2023.	Teams meeting with LOSRA representatives 19 June 2023.	N/A	N/A	Planning Application not yet determined

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Local Community Infrastructure Levy (CIL) Update

The local CIL spending board councillors for Staines and Sunbury convened on 22 May 2024 to consider local bids recommended for approval. The bids were reviewed as follows;

- 4th Ashford Scout Group for £10,000 towards the roof replacement of their scout building
Bid approved
- Staines Swimming Club for £22,500 towards disabled access and associated improvements to the swimming pool
Bid approved
- Sunbury Skiff and Punting Club for £5356 towards a store building for the storage of the boats
Bid referred to Shepperton spending board as the location of the storage building is in their area
- Spelthorne Borough Council for £11,057.80 towards refurbishment of play equipment
Deferred to enable the applicant to gather more information about options for equipment as preferred by the residents

Due to the lack of applications received within Laleham no spending bid rounds were suggested to be convened for that area. The next dates for spending board meetings will be Wednesday 19th June 2024 for Ashford and Shepperton. The dates of these meetings are / have been deferred due to requests from the councillors.

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Spelthorne Borough Council Strategic Committees Forward Plan and Key Decisions

This Forward Plan sets out the decisions which the Strategic Committees expect to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Strategic Committee, which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Strategic Committees Forward Plan and Key Decisions for 1 June 2024 to 30 May 2025

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 18 06 2024	Conservation Areas	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Russ Mouny, Team Leader, Planning Development Management, Esme Spinks, Planning Development Manager
Environment and Sustainability Committee 18 06 2024	Consultation on Major Applications	Non-Key Decision	Public	Esme Spinks, Planning Development Manager
Environment and Sustainability Committee 18 06 2024	Housing Delivery Test Action Plan Housing Delivery Test Action Plan	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Kathryn Banks, Senior Planning Officer, Esme Spinks, Planning Development Manager
Environment and Sustainability Committee 18 06 2024	Strategic Priorities for 2024/2025	Non-Key Decision	Public	Karen Wyeth, Principal Committee Manager
Environment and Sustainability Committee 18 06 2024	Terms of Reference To note the Terms of Reference following a change of Committee Structure	Non-Key Decision	Public	Karen Wyeth, Principal Committee Manager
Environment and Sustainability Committee 18 06 2024	Tiny Forest Bid	Non-Key Decision	Public	Gina Cook, Climate Change Officer

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 18 06 2024	Update to Design Code Task Group	Non-Key Decision	Public	Laura Richardson, Senior Planning Officer
Environment and Sustainability Committee 17 09 2024	Fees & Charges	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 17 09 2024	GIF Bid - Reallocation of Funds	Non-Key Decision	Public	Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 17 09 2024	Planning Development Management Performance 2023	Non-Key Decision	Public	Esme Spinks, Planning Development Manager
Environment and Sustainability Committee 17 09 2024	Service Plans	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Environment and Sustainability Committee 03 12 2024	Growth Bids, Capital Bids & Savings Plan	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 03 12 2024	Outline Budget Report	Non-Key Decision	Public	Paul Taylor, Chief Accountant

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