

OPEN SESSION: There were 5 members of the public present, interested in planning applications.

## **MINUTES OF THE MEETING OF THE PLANNING, TOWN & ENVIRONMENT COMMITTEE**

Held on Friday 16<sup>th</sup> March 2018 at 10.00am

PRESENT: Cllr Tim Ward (Vice Chairman)  
Cllr Andrew Briers  
Cllr Christine Ford  
Cllr Gloria O'Reilly  
Cllr Tony Ring  
Cllr Angela Wiseman

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk  
Nicola Vodden, Meetings Administrator

### **P/5479 APOLOGIES FOR ABSENCE**

The Vice-Chairman reported that apologies for absence had been received from Cllr Treleaven, Cllr Day and Charlotte Amos, Student Advisor.

### **P/5480 DECLARATIONS OF INTEREST**

There were none.

### **P/5481 MINUTES OF PREVIOUS MEETING**

**RESOLVED:** That the Minutes of the Meeting held on 2<sup>nd</sup> February 2018, having been circulated, be approved and signed as a correct record.

### **P/5482 PLANNING APPLICATIONS**

Members considered planning applications listed in Annex A.

*With the agreement of Members, applications 18/00097 Forest View, 18/10123 Rustics and 18/10173 Gorrans House were brought forward for the benefit of the members of the public present.*

18/00097 Forest View – Ms Smith, the applicant, outlined the proposal for roof alterations to the garage, in order to facilitate accommodation, and a covered walkway to the house. The Planning Officer had highlighted issues with exceeding the 30% rule and although Ms Smith had made further representations, in relation to this, there had not yet been a response. Members viewed this as a modest addition to a family home and recommended permission (1). They added that the applicant had provided Members with a good explanation of the calculations involved, however felt that this was a technical matter and the measurement argument in relation to the 30% rule should be resolved

with the Planning Officer. They had no issue with the proposal particularly as it required no enlargement of the footprint.

18/10123 Rustics, 4, Morant Road – Mr Moorhouse, the agent, was available to answer questions. The Planning Officer's report highlighted a degree of overshadowing to No.6, but felt that this was not excessive and the potential for overlooking, from the roof light in the bedroom, could be dealt with by way of condition. A picture of the rear of the properties was circulated to provide some perspective. Members acknowledged the neighbour's objections however, following a discussion, Permission was Recommended (P1), but were happy to accept the Planning Officer's decision.

18/10173 Land of Gorran House – Mr McKenzie, the applicant addressed the Committee, detailing the application, which sought permission to replace an unused double garage for a bungalow with parking and also roof, door and window alterations to the host dwelling. He indicated that pre-application advice had been sought, before submission, and suggested that the application addressed all of the concerns raised by the Planning Officer. The host property had amenity space to the front with parking for a number of cars. Parking for the bungalow was provided, within the boundary and a proposal was made for the current vehicular access to be moved slightly. The bungalow's amenity space had been maximised and its relationship with Gorran House taken into consideration. A Design and Access statement had been provided, along with an arboricultural report. Objections from neighbours in relation to parking were acknowledged, however Hampshire Highways had raised no objection to the proposals (subject to conditions) and viewed the revised dropped kerb access point to be an improvement, providing easier use of the turning head in Croft Road. Members felt that the proposal could be viewed as too cramped and ideally more amenity space would be desirable, however there was a need for properties of this size and overall agreed to Recommend Permission (1), but were happy to accept the Planning Officer's decision.

The remaining planning applications were dealt with in list order.

*Cllr Ford was not present during the consideration of application 18/10203.*

The cancellation of the Committee meeting on 2<sup>nd</sup> March, due to adverse weather conditions, resulted in a number of applications being dealt with by the Chairman and Vice-Chairman under delegated powers and these decisions were noted by Members.

**RESOLVED:** That the observations summarised in *Annex A* be submitted and the applications determined under delegated powers be noted.

<b>ACTION Nicola Vodden</b>
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**P/5483  
WESTERN ESCARPMENT CONSERVATION AREA ACTION PLAN 2018-2023**

Cllr O'Reilly referred Members to *Annex B* and requested that consideration be given to endorsing the draft Western Escarpment Conservation Area Action Plan 2018-2023

**RESOLVED:** That the draft Western Escarpment Conservation Area Action Plan 2018-2023 - *Annex B* be endorsed.

<b>ACTION Jo Hurd / Cllr O'Reilly</b>
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**P/5484  
PROJECTS**

A4 – Crow Stream clearance – The Deputy Town Clerk reported that Hampshire Highways had been chased in relation to the works outstanding and a response was awaited. The Council's grounds team would be spraying the banks of the stream to manage the Hemlock Water Dropwort in April, with Dr Street's assistance.

B1 – Street lighting in Kings Arms Lane – A meeting with SSE is expected to take place week commencing 19<sup>th</sup> March.

C1 – Pedestrian Crossing Christchurch Road – The Deputy Town Clerk indicated that some progress was being made and she hoped that further information would be available for the next meeting.

C2 – A31 Improvement Scheme – A meeting had taken place with Officers from the District and County Councils, to progress the feasibility study required, to bid for Highways England (HE) designated funds for town centre improvements. Hampshire County Council has dedicated an experienced urban design officer to assist with the preparation of the feasibility study. The list of priorities already prepared had been provided to the officer and Members will be advised of the progress made.

A5 – Human Sundial repairs – The Chairman reported that the Town Clerk was in the process of ordering the improvements and a meeting was to be arranged with Richard Bastow from Hampshire Highways(HH), to discuss its support of the scheme. As previously indicated, HH would be responsible for the replacement of pavers in the vicinity of the sundial and co-ordinate this with other planned works scheduled for the Market Place.

**RESOLVED:** That *Annex C* and the update provided in respect of projects be noted.

<b>ACTION</b> <b>Jo Hurd</b>
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There being no further business, the Chairman closed the meeting at 11.50am.

RECEIVED  
28<sup>th</sup> March 2018

APPROVED  
6<sup>th</sup> April 2018

TOWN MAYOR

COMMITTEE CHAIRMAN

**Note: The text in the Action Boxes above does not form part of these minutes.**

Annex A to Planning, Town Environment Committee Minutes 16th March 2018  
**Ringwood Town Council - Planning Observations - NFDC**

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
17/11358	Land At Crow Arch Lane And, Crow Lane, Crow, Ringwood. BH24 3DZ	Phase 3; Development comprised care home (Use Class C2); 31 flexible use industrial units (Use Class B1 & B2) associated parking; landscaping; internal access arrangements & ancillary infrastructure (details of appearance landscaping, layout and scale. Development granted by outline permission 13/11450)	Permission (1)	The Committee was concerned about the safety of pedestrians, when crossing the access road to the site, and this should be taken into consideration in the plans. It was also concerned with the adequacy of the parking provision for the office units and suggested that this be increased.
17/11678	18, Winston Way, Ringwood. BH24 1QG	Use of rear extension as hair salon (Retrospective)	Permission (1)	
17/11708	19, Oak Lane, Ringwood. BH24 1QP	Fenestration & internal alterations in association with new second floor	Permission (1)	
18/10099	38-40 Christchurch Road, Ringwood. BH24 1DN	3 externally illuminated fascia signs; 1 externally illuminated hanging sign (Application for Advertisement Consent)	Refusal (4)	The Committee agreed with the Conservation Officer in that the 'swan neck' lights were unnecessary and inappropriate for the building. Illumination of the hanging sign should be sufficient, combined with the internal light from the large glass windows.

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal 5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
18/10123	Rustics, 4 Morant Road, Ringwood. BH24 1SX	Roof alterations in association with new first floor; two storey rear extension	Permission (1)	
18/10131	20, Parsonage Barn Lane, Ringwood. BH24 1PX	1.9m gate; 2m fence	Permission (1)	
18/10150	30, East View Road, Ringwood. BH24 1PP	Rear extension; roof alterations to create new first floor; detached garage	Refusal (4)	Members considered the proposal too bulky for its setting, out of character with the dwellings in the vicinity, being a row of bungalows and contrary to the Local Distinctiveness document. The Planning Officer did not gain access to the rear of the property and this was considered important to determine the impact of the proposal on the amenity of neighbouring properties.

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1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal 5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
18/10161	Police Station, 155-159, Christchurch Road, Ringwood. BH24 3AG	9 dwellings comprised; 1 terrace of 5 houses; 2 pairs semi-detached houses; parking; access & landscaping	Refusal (4)	The Committee recommended refusal of the application for the following reasons: 1) Poor levels of vehicular access to the site - no commercial vehicle can access the site. This includes removal lorries, delivery vans, emergency services, bin lorries and would lead to parking on Christchurch Road (at a narrow point), causing safety issues for traffic and pedestrians 2) Insufficient parking has been included in the proposal, in accordance with the Parking Standards Document 3) It was felt that the plans did not sufficiently show the levels of the dwellings, in relation to the road and the extent of the excavation proposed for the houses fronting the road and 4) A construction method statement had not been provided. This is considered imperative as there would be a significant impact on Christchurch Road, whilst works were undertaken and potentially cause major disruption to the main road through the town.
18/10173	Land of Gorran House, 6 Butlers Lane, Poulner, Ringwood. BH24 1UB	Bungalow; parking; access from Croft Road; roof alterations to existing dwelling to include dormers to south & east elevations; roof lights; cropped gable; window & door alterations	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal 5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
18/10203	Little Mansfield, 36A, Southampton Road, Ringwood. BH24 1JD	1 house; 1 pair semi-detached houses; access from Southampton Road; parking & landscaping; demolition of existing	Refusal (4)	The Committee supported the Planning Officer's view that the proposal was a poor design, with a poor density for the site. It had very little green space and an impact on neighbouring properties. There were issues accessing the site, it being narrow with restricted visibility. This would result in safety issues, with the need for vehicles to reverse on to Southampton Road, which is heavily used by traffic and pedestrians. It was thought that manoeuvrability of vehicles within the site would be an issue and the lack of parking provision was also a concern. The Conservation Officer's report was not available, however Members felt that there would be a detrimental impact on the nearby listed building and the listed wall.
18/10227	Narrabeen, Addison Square, Ringwood. BH24 1NY	Single-storey rear extension	Permission (1)	
18/10231	Jaluch House, 5, Deweys Lane, Ringwood. BH24 1AJ	Use as two flats & parking	Permission (1)	Members were concerned that the proposal made no provision for storage of refuse and wished this to be addressed.

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal 5 - Will accept officer's decision

## Ringwood Town Council - Planning Observations - NFNPA

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
18/00097	Forest View, Linford Road, Shobley, Ringwood. BH24 3HT	Roof alterations to garage to facilitate accommodation and covered walkway to house	Permission (1)	The applicant provided Members with a good explanation of the calculations involved, however they felt that this was a technical matter and the measurement argument in relation to the 30% rule should be resolved with the Planning Officer. They had no issue with the proposal particularly as it required no enlargement of the footprint.
TPO/18/0174	Doggetts, Cowpitts Lane, Poulner, Ringwood. BH24 3JX	Prune 3 x Oak trees	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal 5 - Will accept officer's decision



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Applications decided under delegated powers : to be noted

On 16<sup>th</sup> March 2018 at 10:00 am

Number	Applicant	Site Address	Proposal
TPO/18/0108	Mrs Miles	29, Highfield Road, Ringwood. BH24 1RG	Prune 1 x Silver Birch tree <u>Observation 21/2/18:</u> Permission (1)
17/11561	Mr Bown	29, Orchard Close, Ringwood. BH24 1LP	Use of land as residential garden; boundary fence (retrospective) <u>Observation 5/3/18:</u> Permission (1) The fence is an enhancement to the area.
18/10058 and 10059	Mr Yonwin	Crown Tap, 4, Southampton Road, Ringwood. BH24 1HY	Single storey rear extension incorporating smoking shelter; replace railings with 2m high wall (Listed Building consent) <u>Observation 5/3/18:</u> Refusal (2) The smoking shelter is too large and does not comply with regulations, as it is more than 50% enclosed at the sides and there are concerns it would be used as an extension to the bar. The toilet extension is acceptable. Agree with the Conservation Officer that there should be a condition to ensure the bricks used for the replacement wall are acceptable.
18/10086	Mr Bates	Land rear of The Ten Steps, Salisbury Road, Ringwood. BH24 1AU	Window and door alterations to side and rear elevations (variation of PP 17/11017) <u>Observation 5/3/18:</u> Permission (1)
18/10122	Mr Dean	117, Northfield Road, Ringwood. BH24 1SS	One and two storey rear extensions; use of garage as living accommodation <u>Observation 5/3/18:</u> Permission (1)
TPO/18/0143	Mr Burns	28, Lin Brook Drive, Ringwood. BH24 1SS	Prune 1 x Oak tree <u>Observation 7/3/18:</u> Permission (1)

**Western Escarpment Conservation Area Action Plan 2018-2023**

1. Introduction and reason for report

- 1.1 The Council has been invited by the Steering Group (to which Cllr. O'Reilly is its appointed representative) to endorse the Western Escarpment Conservation Area Action Plan 2018-2023 (see draft minutes circulated with this report).

2. Background information, options, impact assessment and risks

- 2.1 The Action Plan, circulated with this report, builds upon the previous Plan by revising and updating its content. It includes a modest number of "Priority Actions" and a larger number of additional actions that will be supported. Endorsing the Plan would amount to this Council:

- 2.1.1 Agreeing with the principles and priorities set out in the Plan; and
- 2.1.2 Assuming a limited commitment to lead on the implementation of the Priority Actions at least ("limited" because some are actions it can take on its own whilst others depend on joint or lead action being taken by others and none are specific as to timescale or scale of resource provision).

- 2.2 Two of the Priority Actions deserve particular mention:

- 2.2.1 Priority Action 2.1 would commit us to working with the National Park Authority possibly to restrict permitted development rights by means of an "Article 4 Direction". (This is a technical measure of binding legal effect and would require both work from officers and careful consideration by members.)
- 2.2.2 Priority Actions 4.2 and 4.3 would commit us to reporting obsolete road-signs, parking on highway verges and, potentially, other road management issues.

3. Issues for decision and any recommendations

***Whether to endorse the draft Western Escarpment Conservation Area Action Plan 2018-2023. RECOMMENDATION: Cllr. O'Reilly as the appointed representative and officers recommend that the draft Action Plan be endorsed.***

For further information, contact:

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Jo Hurd, Deputy Town Clerk  
Direct Dial: 01425 484721  
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**Western Escarpment Conservation Area Steering Group Meeting**

**Monday 29 January 2018**

**7pm – 8.35pm, Ellingham Church Hall**

Present (10)

Roly Errington – Ellingham, Harbridge & Ibsley Parish Council (Chair)  
 John Sanger – Woodgreen Parish Council and New Forest NPA member  
 Ann Shand – Ellingham, Harbridge & Ibsley Parish Council  
 Ed Hollinghurst – Woodgreen Parish Council  
 John Clarke – Woodgreen Parish Council  
 Claire O'Brien - Godshill Parish Council  
 Jane Arigho - Hyde Parish Council  
 Gloria O'Reilly – Ringwood Town Council  
 Pauline Megson and David Illsley – New Forest National Park Authority

**1. Minutes and actions arising from the last Steering Group meeting (13 November 2017)**

1.1 The minutes of the last Steering Group meeting held on 13 November 2017 at Fordingbridge Town Hall were agreed to be an accurate reflection. In terms of the matters arising, the agreed actions from the November 2017 meeting were all picked up on in the agenda for this meeting.

**2. Western Escarpment Conservation Area Action Plan Update**

2.1 At the previous Steering Group meeting it was agreed that there was merit in having an up to date, succinct action plan setting out the priority projects that will help to converse and enhance the character of the Conservation Area. Following feedback at the November 2017 meeting, the NPA had circulated a revised action plan to Steering Group members. The Steering Group members agreed that there was merit in taking the revised action plan to their respective town and parish councils for endorsement, with the aim then being to take it to the full National Park Authority meeting in July 2018 for formal adoption.

2.2 To aid this it was agreed that the NPA officers would prepare a summary paper on the revised action plan (looking at the period 2018 – 2023) which would highlight the progress made against the existing action plan and the areas where the Steering Group has less influence. This would be available for each of the town and parish councils in the Conservation Area to inform their own meetings.

**Action**

NFNPA to circulate an updated version of the Action Plan and supporting text to the Steering Group representatives for them to seek their own town and parish council endorsement. The aim would be to achieve this by the end of April 2018 to enable the revised Action Plan 2018 – 2023 to be taken for adoption to the full National Park Authority meeting on 12 July 2018.

**3. Recording local distinctiveness in the Conservation Area**

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- 3.1 At the November 2017 Steering Group meeting, NPA officers had prepared a presentation setting out how Google maps could be used to note changes in the character of an area over time. The examples given illustrated both positive and negative changes to the built character of the New Forest. The online mapping could be used in conjunction with the Conservation Area Character Appraisal which includes key views within the mapping key.
- 3.2 Building on this, Pauline Megson distributed a handout (attached with the minutes) proving a guide to how the Google Streetview mapping and imagery could be used to assist the work of the Steering Group in demonstrating change over time. The imagery covers changes to buildings and landscape and could be used alongside the Conservation Area Character Appraisals. The guidance note provides a step-by-step guide and was welcomed by the Steering Group.
- 3.3 During discussions it was highlighted that some of the councils on the Steering Group already use the resource and it was agreed that Steering Group members would try using it. It was also suggested that it would be a useful area to cover in any subsequent training sessions held with town and parish councils, whether organised by the NPA, through the quadrant meetings, or the New Forest Association of Local Councils.

## Action

- ∩ Steering Group members to trial using the Google Maps and Streetview guide (attached with the minutes) – potentially alongside the Conservation Area Character Appraisal - to note changes over time in the Conservation Area.
- ∩ NFNPA to consider including training on Google Streetview at training events and / or parish meetings in the future as a useful tool to aid responses on planning matters.

## 4. WECA logo and letterhead

- 4.1 At the previous meeting there had been discussions around the benefits of the WECA Conservation Area having its own logo and letterhead. The Steering Group occasionally formally writes to statutory bodies regarding a range of issues and a simple logo was agreed to be beneficial. The NPA's Graphics Officer (Lucy Page) has prepared a number of possible options and these were discussed at the meeting.
- 4.2 The general consensus was that the words 'Western Escarpment Conservation Area' needed to appear somewhere in the logo / letterhead in full; and that if a tree symbol is to be used it should represent a native tree species. Of the options presented, the logo accompanied by the footer with the full wording were felt to be the best combination.

## Action

NFNPA to circulate a worked-up version of the proposed WECA logo in a letter format, alongside colour options, and circulate this around the Steering Group for feedback.

## 5. Feedback from the meeting with the Forestry Commission (10 January 2018)

- 5.1 On 10 January 2018 representatives of the Steering Group (Jane Arigho, John Clarke and Roly Errington) joined David Illsley and Pauline Megson at Queen's House, Lyndhurst for a meeting with Richard Burke, Gary North and Jayne Albery of the Forest Commission. The meeting had

been set up to understand more about Jayne's role at the Forestry Commission's newly appointed 'Verge Restoration Officer' and to re-emphasise the work done by the Steering Group on the issue of verge damage in the Western Escarpment.

- 5.2 At the meeting the Forestry Commission presented their New Forest HLS funded leaflet entitled 'Help us protect the New Forest', focusing on the issue of verge parking. The Steering Group were disappointed that this leaflet had been produced seemingly in isolation to the WECA leaflet, which had been jointly badged by 7 statutory bodies in the New Forest. Given the work already undertaken in the Western Escarpment, the Group felt this was a missed opportunity to join up the work of groups in the New Forest. The Steering Group unanimously agreed to write to the Forestry Commission highlighting their views and reaffirming the positive contribution the Steering Group could make to the Forestry Commission's work on this issue.

**Action**

Roly Errington (as Steering Group Chair) to draft a letter to the Forestry Commission highlighting the Group's disappointment at the Commission's approach to engaging and liaising with the town and parish councils on the issue of verge protection.

**6. Date of the next meeting**

- 5.1 The date of the next Steering Group meeting was provisionally agreed at **Monday 23 April 2018** and the date and venue will be confirmed in due course.



## Western Escarpment Conservation Area Action Plan Update 2018

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### 1. Summary

- 1.1 The Western Escarpment Steering Group believes there is continued merit in having a succinct Action Plan setting out the priority actions for preserving the enhancing the Conservation Area. On review, the inclusion of 30+ actions within the 2012 – 2017 Action Plan was ambitious and the Group has concluded that a more focused list of achievable actions is preferable. Given the extensive consultation that informed the original plan – allied to the fact that many of the key issues remain the same – it is not considered necessary to repeat the consultation undertaken in 2011 / 2012.
- 1.2 Set out in Annex 1 is the proposed updated Western Escarpment Conservation Area Action Plan. **The vision for the Western Escarpment Conservation Area for the next 20 years is that the qualities and features which contribute to its unique character continue to be immediately recognisable by both residents and visitors. The individual town and parish councils within the Conservation Area are being asked to endorse this updated Action Plan by the end of April 2018, with the intention being to then present it for formal adoption at the National Park Authority meeting in July 2018.**
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### 2. Introduction

- 2.1 The Western Escarpment Conservation Area was formally designated by the National Park Authority in March 2008. At approximately 14 kilometres long and 2.5 kilometres at its widest point, the Western Escarpment is the largest Conservation Area in the National Park and includes land within the parishes of Hale, Woodgreen, Godshill, Hyde, Ellingham, Harbridge & Ibsley, Fordingbridge and Ringwood.
- 2.2 The National Park Authority has a duty under the *Planning (Listed Buildings and Conservation Areas) Act 1990* to ensure that the character of the Conservation Area is preserved or enhanced. Conservation Areas are designated due to the character of the area, not just the individual buildings. The [Western Escarpment Conservation Area Character Appraisal](#) (March 2009) provides a detailed assessment of the area and the features that make it worthy of additional protection.

### 3. Western Escarpment Conservation Area Action Plan 2012 - 2017

- 3.1 Following the designation of the Conservation Area, a Steering Group made up of representatives of the constituent town and parish councils was formed to prepare an Action Plan. The aim of the Action Plan is to set out the overall vision for the Conservation Area; identify major issues affecting the area; and to identify a series of actions aimed at maintaining its special and distinctive character. The Action Plan seeks to guide and co-ordinate the work of all those with an interest in the Conservation Area to ensure that the character of the area is preserved or enhanced.



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- 3.2 To inform the preparation of the existing Action Plan, public drop in sessions were held across the Conservation Area and a questionnaire was also prepared by the Steering Group. The [Western Escarpment Conservation Area Action Plan 2012 – 2017](#) was formally endorsed by the National Park Authority in June 2012. It is recognised that the actions can only be taken forward through the support and commitment of all those who live, manage and carry out work within the Conservation Area.
- 3.3 The Action Plan 2012 – 2017 contains 31 actions under a range of headings, including seeking to ensure that new development is carefully designed to preserve or enhance the special character of the Conservation Area; working with property owners to reinforce the contribution made by traditional boundary treatments; working with the Highway Authority to ensure future highway works are carried out sympathetically; and raising awareness of campaigns to deal with problems such as fly tipping.
- 3.4 In 2017, the Steering Group reviewed the progress made against these actions and noted the following achievements:
- The '*Introduction to the Western Escarpment Conservation Area*' leaflet has been prepared, published and widely distributed within the Conservation Area. A re-print was undertaken in Spring 2016.
  - The guidance leaflet on boundary treatments within the Conservation Area has been published and distributed. A re-print was undertaken in Spring 2016.
  - The National Park Authority's '*Trees and Development Guidelines*' were produced in August 2015, with further information and guidance on tree related matters available on the Authority's website.
  - Significant work has been undertaken on mapping verge damage across the Conservation Area since 2012. The Steering Group has produced an information leaflet on verge protection – endorsed by 7 statutory bodies in the New Forest – and physical measures have been undertaken by the Forestry Commission to reduce verge parking and damage in some parts of the Conservation Area.
  - The National Park Authority has worked with local parish councils on design guidance, including the formal adoption of the Hyde Village Design Statement (VDS) as a Supplementary Planning Document by the Authority.
  - Hampshire County Council has established a webpage where signage problems can be reported: <http://www3.hants.gov.uk/highways/road-problems>
  - New Forest District Council has a dedicated website on fly-tipping.
  - The Heritage Lottery-funded *Traditional Building Skills Training* which has been running since 2016 for homeowners in the New Forest, co-ordinated by the Building Design & Conservation Officer at the National Park Authority.

- The development of specialist services within the National Park Authority covering advice on trees, building design and conservation, archaeology and ecology. The teams cover the whole of the National Park and surrounding New Forest District.
- Key views within the Conservation Area are listed in the Character Appraisal.

## **ANNEX 1 - DRAFT WESTERN ESCARPMENT CONSERVATION AREA ACTION PLAN: 2018 – 2023**

### **1. Introduction**

- 1.1 A Conservation Area is defined by the Planning (Listed Buildings and Conservation Areas Act 1990 as, “...an area of architectural and historic interest the character or appearance of which it is desirable to preserve or enhance.” There are currently 20 conservation areas within the New Forest National Park, including the Western Escarpment which was designated in March 2008 in recognition of its special architectural and historic interest.
- 1.2 The Western Escarpment Conservation Area Character Appraisal was published in March 2009. The appraisal provides a detailed assessment identifying the special qualities which give the area its unique character. These elements include historic development, topography, current uses and features, buildings, trees, woodland and hedges as well as paths and lanes. Understanding and appreciating the area’s character is important as not only does it provide a framework within which individual planning applications can be assessed, but also the starting point for both its management and future.

### **2. Profile of the Western Escarpment Conservation Area**

- 2.1 The Western Escarpment Conservation Area is the largest of the Conservation Areas within the National Park, extending from Hangersley in the south to Hatchet Green in the north. It lies on the western boundary of the National Park and is approximately 14 kilometres in length and 2.5 kilometres at the widest point. It covers the parishes of Hale, Woodgreen, Godshill, Hyde and parts of Ellingham, Harbridge & Ibsley, Fordingbridge and Ringwood. The Conservation Area typifies the Forest landscape and includes a variety of buildings of architectural and historic interest.
- 2.2 Development has been influenced by the natural land formation of the escarpment, with the richer agricultural lands in the Avon Valley and the poorer heathland soils at the top of the escarpment. The escarpment is punctuated by a number of small deep valleys containing side tributaries of the River Avon. On the Forest edge, land usage was influenced by the historic controls and traditions practised in the Royal Forest. Later a number of encroachments were made into the Forest and heathlands and onto the commons and manorial wastes. This allowed cultivation to establish, the creation of managed woodlands, and small paddocks with associated squatter development. This is particularly evident on the edges of the Gorley and Hyde commons and later enclosures such as Ogdens, Frogham Hill and the Shobley and Linford areas.

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- 2.3 Historically the settlement pattern of the area was one of dispersed farmsteads at the base of, and on the slopes of the escarpment with a number of smaller holdings belonging to larger manors. Small settlements gradually developed on the edges of the greens and in the 18th and 19th centuries encroachment intensified on the edge of the commons and Forest. In the 17th and 18th centuries two country houses were constructed with their associated parklands and supporting estate farms and ancillary buildings. The small medieval fields were combined to create larger agricultural units. During the late 18th and early 19th centuries there was a lot of squatter development with the construction of cob cottages and hovels on the edge of the heaths and commons. During this period settlements such as Woodgreen and Hatchet Green expanded.
- 2.4 The area consists of a mixture of buildings of varying ages and styles, including timber framed thatched roofed cottages of the 16th and 17th centuries, cob cottages and hovels from the 19th century and a number of brick cottages from the 18th and 19th centuries. More significant development includes Hale House and Moyles Court with their associated parkland, gardens and estate buildings.
- 2.5 The Conservation Area is served by a series of narrow roads and lanes. The main route runs north to south through the area at the base of the escarpment, linking the isolated farms and small settlements, with more recent development occurring along the edge of this through route.

### **3. What is the Conservation Area Action Plan?**

- 3.1 The Planning (Listed Buildings and Conservation Areas) Act 1990 places a duty on planning authorities to formulate and publish proposals for the preservation and enhancement of its Conservation Areas. The original Western Escarpment Conservation Area Action Plan was produced in 2012 with the overall aim of guiding the work of all those with an interest in the area to ensure that the character of the Conservation Area is preserved or enhanced.
- 3.2 The production of the Action Plan has been overseen by a Steering Group consisting of representatives from parish and town councils within the Conservation Area, with the support of officers from the National Park Authority. The original Action Plan 2012 – 2017 helped guide a number of projects aimed at enhancing the character of the Conservation Area, including its buildings and landscape. This updated Action Plan looks forward to the 2018 – 2023 period.

### **4. Vision for the Western Escarpment Conservation Area**

- 4.1 The vision for the Western Escarpment Conservation Area for the next 20 years is that the qualities and features which contribute to the unique character of the area continue to be immediately recognisable by both residents and visitors, and an area where:
- People who visit, live or work locally recognise the special character and contribute to the care of the conservation area.

- There is a good understanding of the value of the built heritage and recognition of the need for high standards of maintenance and traditional repairs.
- Local, regional and national organisations recognise the value of the conservation area and any works carried out by such organisations preserve and enhance its character.
- Everyone with an interest in the area contributes to keeping the conservation area a special place for future generations to enjoy.

## 5. Working together - taking the Action Plan forward

5.1 In order for the Action Plan to succeed there must be close working between the many organisations responsible for works within the Conservation Area. Private land and home owners cumulatively have the greatest influence over what happens in the Conservation Area and are key to ensuring that future plans and actions maintain its special character.

5.2 There are a number of organisations responsible for works which can have an impact on the Conservation Area. These include statutory agencies with responsibility for highway works (Hampshire County Council and New Forest District Council), statutory undertakers (responsible for utilities such as water, telecommunications, electricity and gas) and organisations such as Natural England, the Forestry Commission and the Environment Agency. Set out below is a summary of the main roles and responsibilities of the key organisations:

- The **National Park Authority** has a statutory role in conserving and enhancing the special qualities of the area, improving understanding and enjoyment and in supporting the social and economic well-being of local communities. It is the sole planning authority for the area.
- **Hampshire County Council** is responsible for a wide range of public services. It is the highway authority and has responsibility for public rights of way as well as directly managing several parts of the Conservation Area (such as Hyde, Gorley and Ibsley Commons).
- **New Forest District Council** is responsible for a wide range of services including refuse collection, street lighting and some street signs.
- **Parish and Town Councils** provide a wide range of services at the local level, and are responsible for community facilities and some open space. They comment on planning applications and are instrumental in raising awareness about the character of their areas and developing local projects.
- **Verderers of the New Forest** are responsible for protecting and administering commoning, including the welfare of commoners' animals. The agreement of the Verderers is required in order for some forms of development to take place on Crown Lands.

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- **Forestry Commission** is responsible for the management of Crown Lands which extend into the parishes including Hyde, Woodgreen and Godshill.
- **Natural England** is responsible for protecting and enhancing the natural environment. Work includes protecting biodiversity, conserving and enhancing the landscape and promoting access to the countryside.
- **Environment Agency** is responsible for protecting and improving the environment for people and wildlife and reducing the risk of flooding.
- **National Trust** manages several important sites within the Conservation Area (e.g. Hale Purlieu) and has an interest in conserving natural habitats and landscapes within the area.

## 6. Taking Action

- 6.1 The updated Action Plan identifies a number of priority actions to be addressed in the 2018 – 2023 period. These actions are based around a series of objectives which show what the overall aim of the work is. The tables below also outline the areas of work (usually led by other organisations) where the Steering Group will continue to offer support and keep a watching brief on.

### *Built Environment*

- 6.2 The Western Escarpment Conservation Area was designated primarily to protect the built environment and the spaces around it. Buildings are therefore one of the most significant features contributing to the character of the Western Escarpment and it is therefore appropriate for the Action Plan to include a series of actions focusing on the built environment.

*Objective 1: Work with property owners, architects, designers & builders to ensure that those buildings which contribute to the character of the Conservation Area are retained & that any new development is designed to preserve or enhance the special character of the Conservation Area.*

#### Priority Actions:

- 1.1 Promote the use of builders with experience of traditional building techniques and advertise the Traditional Building Skills training and development opportunities for builders and agents.
- 1.2 Explore sources of funding to assist towards the costs of traditional repairs to buildings of architectural or historic merit within the Conservation Area.
- 1.3 Identify buildings of interest which may have been overlooked for statutory listing with a view to investigating the possibility of nominating them for formal listing with English Heritage.
- 1.4 Reinforce the importance of buildings of local historic interest within the Conservation Area. These are unlisted buildings of interest (sometimes

known as local listing) which do not have the same protection as listed buildings but are important for the contribution they make to the character and appearance of the Conservation Area. These have been identified in the Character Appraisal.

- 1.5 Consider the use of special measures in the form of Article 4 Directions for selected unlisted buildings of quality within the Conservation Area. This would mean that planning permission would be required for a range of works to selected dwellings (such as altering doors, windows, roofing materials etc) which formerly did not require consent (this would only be at Parish Council instigation). Article 4 Directions can also be used to preserve landscape character.

The Steering Group will also support (rather than led) the following actions:

- The preparation of Village Design Statements (VDS) and their adoption as Supplementary Planning Documents (SPDs). VDSs are initiated and prepared by individual town and parish councils.
- Promote existing leaflets and guidance produced by the National Park Authority on building conservation and the Design Guide Supplementary Planning Document to encourage good practice for new development and works to existing buildings.
- Promote the availability of specialist advice from staff within the National Park Authority with regard to design, building conservation, archaeology, trees, landscape and ecology.
- Action to secure the future of buildings considered to be at risk. This is led by the work of the National Park Authority.

### *Landscape*

- 6.3 The landscape of the Western Escarpment is a delicate balance of open spaces, trees, hedgerows and the buildings within. This balance can be affected by the loss of trees and hedgerows; the subdivision of fields with inappropriate fencing; the impact of large buildings which are out of scale with the landscape; the replacement of traditional boundaries; and the creation of new access drives to individual properties on land that was previously undeveloped. The Action Plan therefore includes an action focused on monitoring the impacts of these changes and considering the planning tools available to address them.

*Objective 2: To work with landowners, to retain the historic landscape character by reinforcing the importance of maintaining and enhancing the traditional appearance of the landscape, and to identify ways of promoting good practice for its retention.*

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<p>Priority Action:</p> <p>2.1 Work with parish councils to consider the use of Article 4 Directions to remove permitted development rights such as those relating to the fencing of properties, the creation of new accesses and the use of the land for other than agricultural purposes where the exercise of such rights would undermine the landscape character and amenity of the area or damage the historic environment, or lead to inappropriate subdivision, or loss of agricultural land.</p>
<p>The Steering Group will also support (rather than led) the following actions:</p> <ul style="list-style-type: none"><li>▪ Maintain and promote current guidance material and best practice on trees and hedges which is available from the NPA and elsewhere, and consider preparation of further guidance on trees in the Conservation Area.</li><li>▪ Provide better information about the management of the Crown Lands including tree felling in association with the National Park Authority, the Forestry Commission and Natural England.</li><li>▪ Where they do not already exist develop the Tree Warden initiative to include training for wardens.</li><li>▪ Work with other campaigns (such as the Police) in respect of lighting in rural areas.</li></ul>

## Views

- 6.4 Views into and out of the Conservation Area are important as they contribute to the character of the area and care needs to be taken to ensure that these are not lost or compromised.

<p><i>Objective 3: To work with land owners and those responsible for land management to ensure that important existing views into and out of the Conservation Area are retained as far as possible and to identify ways of protecting such views in order to preserve or enhance the character of the Conservation Area.</i></p>
<p>Priority Action:</p> <p>3.1 Promote the importance of views into and out of the Conservation Area.</p>
<p>The Steering Group will also support (rather than led) the following actions:</p> <ul style="list-style-type: none"><li>▪ Promote best practice and work with partners for the maintenance and management of existing trees and for new planting, advising on the type and location of new trees to prevent important views from being</li></ul>

- obscured or lost.
- Work with neighbouring authorities to ensure that consideration is given to the potential impact of development outside the National Park on important views from the Western Escarpment Conservation Area.

*Roads, Verges and Ditches*

6.5 The Conservation Area is served by a network of roads and lanes. Responsibility for the maintenance of public highways and the provision of road signs within the conservation area rests largely with Hampshire County Council as the Highway Authority. While it is acknowledged that road safety is regulated by legislation, highway works and the location and number of signs can have a significant impact on the character of the Conservation Area. Signage, traffic calming measures, parking issues and highway maintenance can all have an impact on the character of the Conservation Area.

<p><i>Objective 4: To work with the Highway Authority and others to ensure that future highway works are carried out sympathetically (where practicable) and in keeping with the character of the Conservation Area.</i></p>
<p>Priority Actions:</p> <p>4.1 Promote the special character of the Western Escarpment Conservation Area in relation to the design of new highway works.</p> <p>4.2 Identify obsolete or damaged signs and report back to the Highway Authority so they can be removed or replaced.</p> <p>4.3 Work with parish councils to identify specific problems of parking on verges within the Western Escarpment Conservation Area and notify the necessary authorities and agree the most appropriate solutions. This action can be broken down into:</p> <ul style="list-style-type: none"> <li>a) continue to raise public awareness of the need to protect the verges of the Conservation Area (e.g. leafletting);</li> <li>b) work with the statutory bodies in the New Forest to address the problem through physical measures and enforcement.</li> </ul>
<p>The Steering Group will also support (rather than led) the following actions:</p> <ul style="list-style-type: none"> <li>▪ Support the work of parish councils in identifying specific problems in relation to roadside advertisements and for them to notify the Highway Authority and the National Park Authority.</li> </ul>

*Utilities and other issues*

6.6 Works carried out by utility suppliers (such as electricity, water ,gas, telecommunications etc.) can have an impact on the character of the Western



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Escarpment e.g. the siting of electricity sub-stations, overhead wires, the use of non-traditional fencing, maintenance including tree cutting, digging of trenches near to trees and hedges etc. Other issues which are outside the scope of the conservation area action plan but nonetheless can have an impact on the character of the conservation area include litter and fly-tipping.

*Objective 5: To work with utility suppliers to encourage the provision of well-designed new equipment and the maintenance of existing equipment.*

Priority Action:

5.1 Work with supplier companies to identify opportunities for burying power and service lines and associated equipment underground.

The Steering Group will also support (rather than led) the following action:

- Encourage reporting of fly tipping for early removal and encourage local residents to report incidents.

## 7. Monitoring and Review

- 7.1 The Steering Group and/or representatives from parish councils in the Western Escarpment in conjunction with the National Park Authority will monitor progress on an annual basis to assess how far the objectives of the Western Escarpment Conservation Area Action Plan have been met.
- 7.2 The Western Escarpment Conservation Area Action Plan will be reviewed within a period of five years of publication.



Item No.	Name	Recent developments	Resource use				Finish in 2017-18?	Notes
			Finance			Staff time		
			Budget	Spent to date	Predicted out-turn			
<b>Projects with budgetary implications (bids included in 2017-18 budget)</b>								
A1	Traffic Assessment	Quotation of £2,950 accepted for traffic assessment – may increase due to time lapse	£4,000	£0	£2,950	Moderate	Unlikely	Local Plan Review pre-submission consultation due June/ July 2018 Budget revised from £7,000
A2	Cycle Stands	Included in plans for Market Place improvements	£500	£0	£0	Minimal	Unlikely	Awaiting choice/availability of site
A3	Butler's Lane Footpath Link	Completed w/c 29/1/18	£4,000	£0	£2,481.84	Moderate	Complete	
A4	Crow Stream clearance	Work to control growth of Hemlock Water Dropwort on stream banks scheduled for March 2018 – no further costs expected	£1,000	£1,172.88	£1,172.88	Moderate	Probable	Annual flail and clearance complete Rod Lane Relief Drain sluice repaired
A5	Human Sundial repair	Topographical survey ordered	£700	£550	£550	Moderate	Unlikely	Town Centre Working Party
<b>Projects with budgetary implications (not included in 2017-18 budget but added since)</b>								
B1	Street-lighting in Kings Arms Lane	Work not carried out as expected on 12.1.18 as pole disconnected from mains – awaiting further investigation by SSE HCC agreed to adopt for maintenance purposes.		£0	£850	Moderate	Possible	Funded by CIL receipts (P&F Minute F/5497 19.10.17 refers)
<b>Projects with no budgetary implications</b>								
C1	Pedestrian Crossing Christchurch Road	Included in HCC programme of works – awaiting update				Minimal	Possible	Pressure to be maintained for additional crossings further south
C2	A31 improvement scheme	Mitigation works business case in preparation				Significant	Unlikely	Might involve use of developer contributions in addition to contributions from Highways England
C3	Review of developer contributions	Now have overview of transport contributions held by NFDC (allocated and unallocated)				Significant	Probable	Decision-making process for use of CIL receipts agreed by P&F 18.10.17 (F/5496 refers)





Item No.	Name	Brief description & notes (define scope and quality requirements)	Resource requirements						
			Finance			Time and attention			
			RTC recurring cost	RTC non-recurring cost	Other source	Members	Staff	Others	
<b>Projects with budgetary implications (for inclusion as bids in 2018-19 budget)</b>									
A1	Neighbourhood Plan	Undertake a cost-benefit analysis of preparing a Plan with independent expert advice	£0	£3,000	£0	Moderate	Moderate	Minimal	
A2	Sign painting at Fridays Cross	To restore a painted sign on the façade of 5/7 Christchurch Road (Town Centre Working Party/Ringwood Society)	£0	£400	£0	Minimal	Minimal	Moderate	
A3	Human Sundial	To repair and restore the Human Sundial and surrounding area in the Market Place (Town Centre Working Party) Agreed to fund from CIL receipts (P&F Cttee 13/12/17 - F/5518)	£0	£8,000 estimate	To be funded from CIL receipts	Moderate	Moderate	Moderate	
<b>Projects with budgetary implications (for possible inclusion as bids in later budgets)</b>									
B1	Rear of Southampton Road	To improve the aspect of the rear of buildings in Southampton Road to Meeting House Lane	£0	£?	£?	Moderate	Significant	Significant	
B2	Lynes Lane re-paving	Remove street features and re-pave (Town Centre Working Party/Ringwood Society)	£0	£?	£?	Moderate	Significant	Significant	
B3	Additional street light in Gorley Road	In the event that this is not funded by HCC, to provide one additional street lighting column between Butlers Lane and Parkers Close	£?	£3,000+ estimate	HCC	Minimal	Moderate	Moderate	
<b>Projects with no budgetary implications</b>									
C1	Moortown drainage improvements	Drainage improvement works to be funded by Hampshire County Council – completion expected by end of 2017				Moderate	Moderate	Moderate	

