

Old Gateford Conservation Area Appraisal

Consultation Report

Prepared by the Conservation Team
October 2009



BASSETLAW
DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

Document details

Title: Old Gateford Conservation Area Appraisal Consultation Report.

Summary: This document sets out the public consultation undertaken by the Council during July and August 2009 regarding the Old Gateford Conservation Area Appraisal and management plan.

Consultation summary:

The Council has undertaken public consultation with local residents and property owners, English Heritage, Worksop Archaeological and Local Historical Society, Nottinghamshire County Council and other relevant consultees.

Document availability:

Copies of this document are available from Bassetlaw District Council Planning Services.

1. Introduction

- 1.1 This report reviews the Council's public engagement on Old Gateford Conservation Area Appraisal and Management Plan between July and August 2009. The report should be read in conjunction with the appraisal document. The Planning (Listed Buildings and Conservation Areas) Act 1990 ('the Act') defines conservation areas as: "areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance" (section 69 (1) a). Appraisals seek to identify the special architectural and historic interest of a conservation area, and thus provide a robust basis for development control decisions relating to those areas.
- 1.2 Section 71 of the Act requires the Council to publish proposals for the preservation or enhancement of the conservation area at a public meeting. A meeting was duly held in August 2009. This report considers responses from attendees of that meeting.
- 1.3 Section 69 (2) of the Act requires local planning authorities to review whether any parts or further parts of the conservation area should be designated. A review of Old Gateford Conservation Area boundary has been carried out by officers with regard to public comments and will be discussed in this report.
- 1.4 This report has been prepared in line with advice set out in national guidance¹.

2. Old Gateford Conservation Area

- 2.1 Old Gateford Conservation Area is an area of historic and architectural interest on the northwest edge of Worksop and was designated as a conservation area on 4 February 2009.
- 2.2 The Old Gateford Conservation Area is characterised by Gateford Hill, which is an important landscaped area at the entrance to the town from the A57 bypass. The conservation area is also characterised by a number of important historic buildings, including Gateford Hall, Gateford Hill House and a number of buildings that form the original hamlet of Gateford.

3. Consultation strategy

- 3.1 Government guidance advises that public participation should be an integral part of the appraisal process². It is recommended that the appraisal should be issued for public comment as soon as a draft is completed.
- 3.2 A consultation exercise offers the opportunity for officers to be proactive and positive, raising the profile of heritage conservation practice. Public engagement with conservation issues, for example, has the potential to bring valuable understanding and ownership of management proposals for the area.

¹ English Heritage (EH) (2006a) *Guidance on Conservation Area Appraisals*: para. 4.25. London: EH.

² *Ibid.*: para. 3.1.

As suggested in national guidance, 'heritage is what people value'³. It is important, therefore, that the Council puts an appropriate consultation strategy forward.

3.3 The aims of the Old Gateford Conservation Area Appraisal consultation strategy were as follows:

- To inform members of the public about the appraisal document and how they could comment on it;
- To seek public views on the Council's characterisation of the conservation area;
- To consider views on proposals for the preservation and enhancement of the area;
- To review the conservation area boundary and whether it should be amended;
- To facilitate a public meeting to discuss the appraisal and management proposals;
- To raise the profile of conservation areas and provide useful advice and guidance to affected property owners.

3.4 To achieve these aims, the following strategy was employed:

- A public meeting was arranged for the 5 August 2009. The Council's Conservation Team would attend;
- The draft appraisal would be made widely available for public comment. A consultation period was set at 6 weeks, starting on 3 July 2009 and finishing on 14 August 2009;
- An electronic copy of the draft appraisal and a questionnaire (a copy of which is included in the appendices) were made available on the Council's website with clear signposts at www.bassetlaw.gov.uk;
- Hard copies of the appraisal and questionnaire were made available at reception in the Planning Department, Queen's Buildings. Hard copies were also available on request;
- Letters were sent to all affected property owners and businesses within the conservation area (10 properties) stating how they could access the appraisal document (see sample letter in the appendices). Due to the size of the document, hard copies were not sent by post unless requested. Details of the public meeting were outlined in the letter, as well as a full copy of the questionnaire and boundary map. Prepaid return envelopes were provided for consultees to send their comments back to the Council;
- Elected Members from the affected wards were informed of the conservation area appraisal;
- The draft appraisal and questionnaire were uploaded onto the Council's consultation portal at <http://consult.bassetlaw.gov.uk>. The portal allows the Council to contact consultees who have requested notification of consultation events (planning application statutory consultees, agents and amenity groups for example).

³ English Heritage (EH) (2006a) *Guidance on Conservation Area Appraisals*: para. 4.25.

The draft appraisal document

- 3.5 The draft appraisal document is 45 pages on A4 in colour. It contains four key sections: introduction, geographic and historic context, character areas, management plan, as well as appendices.
- 3.6 The appraisal contains extensive photographic material and colour maps to illustrate the character appraisal of the conservation area.
- 3.7 The draft appraisal was printed in a limited number, but was made available electronically on the Council's website and through the consultation portal. Hard copies were available to view at Planning Services, Queen's Buildings, or on request by post.

The questionnaire

- 3.8 The questionnaire contains:
- A cover note explaining the purpose of the questionnaire and how to contact the Council;
 - Three multiple choice tick box questions. These questions covered topics on character, issues facing the conservation area and management proposals. Consultees were asked to tick: agree, agree strongly, disagree, disagree strongly, or don't know. Each question had an additional open-ended response box to allow any other issues to be raised;
 - Question four was a ranking question, which asked consultees to set out what they thought the three most important improvements to the conservation area could be;
 - Question five involved two open-ended questions on the conservation area boundary, specifically asking whether the boundary should be reduced or increased;
 - Additional space was provided in question six for any further comments. Consultees were invited to share any local knowledge on the historic or architectural character of the area that might contribute to the appraisal document;
 - An option to include personal contact details should individuals require direct feedback;
 - A copy of the boundary map. Consultees were invited to mark boundary changes relating to the above questions if relevant.
- 3.9 A sample questionnaire is contained in the appendices.

Consultation portal

- 3.10 The consultation portal event went live on Friday 3 July 2009 and closed on Friday 14 August 2009. Consultees could access the draft appraisal and fill out an electronic version of the questionnaire.

Public meeting

- 3.11 A public meeting was held at the Town Hall between 3pm and 6pm on the 5 August 2009, and was attended by both conservation officers from the Planning Policy and Conservation Team, Bassetlaw District Council.
- 3.12 Section 71 of the Act requires public meetings on conservation area management proposals to be undertaken within the area affected. Due to the suburban nature of the area and lack of public buildings, it was decided that the meeting should take place at Worksop Town Hall.
- 3.13 Hard copies of the appraisal, an appraisal questionnaire and conservation area boundary maps were provided for people to consider. The officers made themselves available for any questions throughout the meeting.

4. Consultation outcomes

Questionnaire

- 4.1 The questionnaire was designed to obtain views on a number of issues relating to the conservation area appraisal. These were:
 - Question one - what factors were important about the character of the conservation area?
 - Question two - what issues does the character and appearance of the conservation area face?
 - Question three - would the proposals set out in the management section of the appraisal address these issues?
 - Question four - what improvements could be put forward to enhance the special character of the area?
 - Question five - should the conservation area boundary be amended?
 - Question six - were there any other comments or issues that should be raised regarding the conservation area appraisal?
- 4.2 The Council received three completed questionnaires. One of these responses was received two weeks after the deadline had passed, but has been included in this report.
- 4.3 All three of the completed questionnaires strongly agreed with the conservation area character traits. One of the responders added that the rookery and icehouse (to the rear of Otley Row and Gateford Farmhouse) were also important character elements. This responder also made reference to the importance of design and materials regarding an active planning application for this site (reference 02/09/00019).
- 4.4 Despite strongly agreeing with all of the character traits, one of the responders felt that the questions were "vacuous". They considered, furthermore, that the initiative of individual owners should not be undermined.
- 4.5 Two of the questionnaire responses regarding issues facing the conservation area either agreed or agreed strongly with all of the identified issues. In addition, comments were made on the importance of conserving and enhancing historic buildings and being vigilant about unauthorised development. The third

responder found the issues section to be “biased” and “offensive” on the grounds that the issues raised implied fault with the existing owners and made no recognition of the “effort and contribution” made by owners in the area.

- 4.6 Two of the questionnaire responses on the management proposals agreed strongly with all key strategies listed. The third responder only ticked the boxes relating to Article 4 Directions and the timescale suggested for reviews of the conservation area. To these proposals, the responder strongly disagreed. The responder stated, furthermore, that people should not be forced to “cherish and nurture a landscape”, adding that the Council has “the power to destroy that spirit out of an excess of zeal”.
- 4.7 When asked about improvements, the responders all gave suggestions. These are summarised as:
- Retention of buildings in good condition;
 - Find new and sympathetic uses for agricultural buildings;
 - Comprehensively screen modern development;
 - Introduce heritage signage;
 - Ensure new buildings are sympathetic;
 - Plan to tidy up area;
 - Reduce vandalism;
 - Road improvements to the B6041 (traffic calming and quieter surfacing);
 - More sympathetic street lighting.
- 4.8 One responder made no comments on boundary changes, while another felt the boundary was drawn correctly. The third responder felt that the area to the west of California Farm has no views of the listed buildings, nor any trees/hedges older than 20 years, concluding that there is no justification for including this area (this area was marked on the attached map).
- 4.9 In the further comments, one of the responders wondered whether oral histories from the area could be recorded for the library. One responder made no additional comments, whilst the remaining responder requested that consideration be given to a letter sent to the Chairman of Planning Committee (this is dealt with below).
- 4.10 All three responders requested feedback to their comments.
- 4.11 Two additional questionnaires were not fully completed (both responses came through the Council’s live event portal). Anglian Water expressed thanks for the opportunity to comment, but did not feel the need to do so in this case. They also advised that Severn Trent should be consulted. In addition, the Coal Authority had no specific comments but did review the document.

Public meeting

- 4.12 Four people attended the public meeting held by the Council on the 5 August 2009. Officers talked to each in some depth about a number of issues, including:
- The implications of living within a conservation area;
 - The purpose of the appraisal and consultation;

- The detail of the management proposals.

4.13 In addition to the above, a number of specific issues were raised at the public meeting, including:

- Overall, positive support for the designation. These supportive comments came from three of the attendees, but one member of the public was negative;
- Need for better highways signage, including signage with direct reference to Gateford;
- Strong support for an Old Gateford Conservation Area plaque to alert people of the architectural and historical significance of the area;
- Concern over bureaucratic tree controls for estate tree management;
- Vandalism at the old Smithy;
- Two attendees gave very strong significance to the historic value of the land behind Otley Row/Ivy House as setting to the buildings on Old Gateford Road, whilst another gave an opposing view that regarded the land as insignificant scrubland;
- One attendee questioned the significance of the land to the west of California Farm, but suggested that the area to the northeast towards Carlton should be included in the conservation area;
- Greater assistance should be given to residents (through grants etc);
- Concerns that speed limit too high for Gateford Road;
- Concern that raised roadway from bypass in 1980s causing structural damage to attractive listed wall at Gateford Hall Farm;
- Need for more sympathetic street lighting.

Other comments

4.14 The Council received several telephone calls regarding the appraisal. These were positive about both the designation of Old Gateford Conservation Area and the Council's approach to understanding and managing the area.

4.15 The Council also received two letters. These were received from owners within the conservation area, and are considered in turn.

4.16 An agent on behalf of the owners of a listed building wrote one of these letters, and raised a number of issues and suggestions relating to the Old Gateford Conservation Area Appraisal. These included:

- Support for the conservation area boundary line as designated;
- Positive recognition of the character areas as demarcated in the appraisal;
- Concern that insufficient importance attributed to the land at the rear of Old Gateford Road, in particular that the wording of the summary of special interest below paragraph 3.29 is too weak for development control purposes;
- Relating to the same area of the conservation area, concern was expressed by the incremental loss of trees in the past two years;
- Advised that Gateford Farmhouse be referred to as Gateford House for consistency and because the building has not operated as a farmhouse for some considerable time;

- Suggestion that greater discussion is made regarding the icehouse at Gateford House, and its significance to the historic environment. Also suggest that the reference in paragraph 3.33 allude to Maps 10 and 11 rather than 4;
- Suggestions are made regarding the Development Brief set out in Appendix C, including the addition of the rectangular strip of land between the current site and Scofton Close, the land not marked blue to be marked as green, and all remaining woodland to be marked out with the annotation 'important open space and woodland'. The blue area should be marked as 'limit to development' with existing buildings marked out and annotated to provide context and clarity. In addition, suggestions are made to strengthen first and fourth bullet points, provide clarity to second bullet point, and amalgamate and clarify the sixth and seventh bullet points.

4.17 The second letter relates to the questionnaire response mentioned above. This letter raised a number of issues:

- Concern at the lack of consultation prior to designation;
- Frustration that designation was designed to undermine a planning application submitted by the letter writer;
- Concern that delegated powers of "one or two officers" will result in planning refusals, subsequently causing distress to building owners without any clear route of appeal;
- Claim that the quality of Gateford Hill is due to efforts of writer and their siblings;
- Complaint that the County Council and District Council have served the area poorly, including insensitive highways development and the threat of demolition to historic buildings for the sake of road improvements;
- Concern that the designation is not in public interest and undermines local owners. Also complains that the designation introduces "debilitating influence of bureaucratic supervision" where normal planning controls are adequate;
- Request that the Chairman of Planning Committee rethinks designation and at the very least ensures that there is a "clear and easy way for the owners of affected property to resist any decisions by your Conservation officers which may be unreasonable";
- Additional material is provided with the letter regarding dialogue on the surface treatment of the B6041 with the County Highways Department.

4.18 In addition, the same person verbally raised concerns with the Leader of the Council (dated 15 July 2009) regarding the impact of designation of a working farm.

5. Officer responses

5.1 The response from the Conservation Team to issues raised in the previous section is outlined below. Where we concur with specific suggestions made by consultees, appropriate amendments have been made to the final appraisal document. Where requested, furthermore, individual replies have been made to consultees.

Questionnaire

- 5.2 The officer responses to the questionnaire are summarised in this section.

Response to question one

- 5.3 The first question of the questionnaire relates to the character appraisal of the conservation area. The Conservation Team welcomes the strong support given to the Council's appraisal of the character of Old Gateford Conservation Area.
- 5.4 The comments regarding the icehouse and rookery are noted, and additional comments will be added to paragraphs 3.33 and 3.41 of the Appraisal.
- 5.5 Public comments regarding the current planning application to the rear of Otley Row/ Ivy House (reference 02/09/00019) should be submitted in the appropriate planning context (during the process of deciding the application). It is felt that the issue regarding appropriate design and materials is adequately specified in the development brief in Appendix C, although the wording for this will be reassessed (see below).
- 5.6 The Conservation Team does not agree with the criticism made by the respondent regarding perceived "vacuous" questions asked in the character section. The character traits set out in question one offer a useful way to effect discussion, and ample room was added for additional comments. This is further substantiated by the positive responses received by other members of the public.
- 5.7 It also felt that the fear expressed by the respondent regarding the perceived undermining of property owner initiative is unfounded. Conservation area controls are principally concerned with the protection of buildings or trees, but they are not intended to stifle enhancement or innovation. The Conservation Team is available to offer guidance and help to all owners affected by the conservation area designation, and can provide detailed pre-application advice to all developers proposing works within the historic environment.

Response to question two

- 5.8 The Conservation Team welcomes the views expressed regarding the second question, which looked at issues facing the conservation area. Two of the three completed questionnaires agreed with the issues identified by the Council, but the third responder appears to have been offended by the Council's concerns. These concerns appear to be based on a fear of the bureaucracy caused by designation (e.g. the need for consent). The Council recognises that the imposition of stricter controls will impact on individual owners, but feels that this is necessary to protect the special character and amenity of the area for the benefit of the wider community.

Response to question three

- 5.9 The Conservation Team welcomes the comments made on the management plans to tackle the issues facing the conservation area. It is felt that the strong views made by two of the three respondents supports the Council's view.

- 5.10 The Conservation Team acknowledges the third respondent's concerns that the Council's powers will impact detrimentally on owners, but as discussed above, feels that this is necessary to protect the historic environment.

Response to question four

- 5.11 There were a number of useful suggestions made by respondents.
- 5.12 Issues such as retention of buildings, supporting new uses for redundant buildings and appropriate design for new build are all felt to be covered adequately by planning and conservation area controls. It is hoped that the conservation area designation will be a springboard for positive change, as well as appropriate protection for buildings, trees and structures that contribute positively.
- 5.13 The Conservation Team agrees that more should have been done to screen the urban extension west of Ashes Park Avenue from Gateford Hill. This issue will be added to paragraph 3.15 of the appraisal.
- 5.14 The idea of conservation area plaques with the date of designation is felt to be a very good idea. This will be added to the management plan section.
- 5.15 One respondent refers to the need to tidy the area up. One method of doing this outside of planning legislation is to pursue a litter abatement notice under Section 91 of the Environmental Protection Act 1990. Local amenity groups may find this a useful tool for tackling landowners who have allowed verges and roadsides to become a litter eyesore. Another good approach is for local groups to carry out regular audits to identify street clutter, poorly maintained pavements, street furniture and public spaces. This process will be added to the management proposals.
- 5.16 The issue of vandalism is acknowledged. Where buildings are derelict (such as the Smithy), simple measures such as securing windows and doors may help to reduce the impact of vandalism. The brief outlined in the appendix of the appraisal sets out guidelines for potential re-development of this area. If this is taken forward, it is hoped that vandalism will be significantly reduced in the Old Gateford Road area. This issue will be added to Section 4 of the appraisal.
- 5.17 The Conservation Team welcomes the suggestions for highways improvements. The use of sympathetic street lighting, for example, is considered to be a positive way of enhancing the area. Officers also agree with the respondent who suggests that the western approach into the conservation area along the B6041 could be significantly enhanced through better surfacing, although it is felt that traffic-calming measures might result in a greater level of highways clutter that could be detrimental to the conservation area. These issues need to be put forward to the County Highways Team. Details will be added to the management plan in Section 4 of the appraisal.

Response to question five - boundary changes

- 5.18 The Conservation Team has reassessed the area west of California Farm in response to one of the submitted comments. Officers remain confident that this area retains historic significance, primarily as setting to California Farm and

Gateford Hill, as well as including trees and hedges that contribute to the character of the wider area. This boundary issue can be reconsidered at the next review (due in 2014).

- 5.19 In relation to the same respondent, the Council has also reassessed the areas to the northeast of the conservation area that were not included in the original designation. It is felt that this landscape is of special interest in its own right as Sandstone Estatelands of the Sherwood Regional Character Area⁴ with various archaeological areas of significance⁵. This area is also identified as important green infrastructure in the emerging Local Development Framework, forming distinct countryside between Worksop and Carlton in Lindrick. In terms of Old Gateford Conservation Area, however, this landscape is partially truncated from Gateford Hill by the urban extension formed around Ashes Park Avenue and the natural topography of the land to the north of Gateford Hill House, which slopes significantly downwards from west to east. The Council, therefore, does not feel it appropriate at this time to include these wider areas within the boundary, but will reassess this area at the next review in 2014.

Response to question six

- 5.20 The Conservation Team welcomes the interest expressed by the respondent regarding oral histories of the local community. This would not be an approach that could be added to the management proposals for the area, although it is felt that this might be a good suggestion for Bassetlaw Museum, Worksop Library (Local Studies) or Worksop & District Archaeological & Local History Society.
- 5.21 The comment made by the respondent regarding an additional letter sent to the Chairman of Planning is dealt with below.
- 5.22 The Conservation Team welcomes the responses from statutory bodies such as Anglian Water and the Coal Authority. In response to the suggestion by Anglian Water that additional statutory bodies be consulted, it should be noted that Severn Trent (as suggested) were consulted via the live portal but no response was received.

Public meeting

- 5.23 The Conservation Team would like to thank the members of the public who attended the meeting on 5 August. The Council is pleased with the level of support expressed and positive comments made, but also recognise the issues and challenges raised by the management proposals.
- 5.24 In response to the comments on highways, it is felt that there is strong public support for improved highways signage that reflects the importance of Gateford as a historic conurbation. It is also noted that the community would welcome a heritage plaque that signified the conservation area and the date it was designated. The comments on highway surfacing and street furniture were also noted, and as stated in the previous section, will be addressed in the management plan.

⁴ *Nottinghamshire Landscape Guidelines* (1997)

⁵ Historic Environment Record for Nottinghamshire.

- 5.25 Officers acknowledge the comments from the landowner regarding the potential for onerous applications to carry out works to trees. It is possible for landowners with large woodland estates to agree a woodland management scheme with the Council with specific parameters on works to trees in the conservation area without the need for constant individual applications. Further advice is available from the Council's Tree Officer. It remains important, however, that protection be given to the many fine, mature trees that characterise Old Gateford Conservation Area. It is not our intention to suggest that any individual owner is irresponsible, but it is essential that long-term protection be afforded to trees that contribute positively.
- 5.26 The issue of vandalism, and whether or not the land west of California Farm is of interest has been discussed above.
- 5.27 The Council has considered the comments regarding land to the rear of Otley Row. The attendee who disagreed with the historic value of this land described in the appraisal acknowledged that they were the landowner of the site. The Conservation Team listened to their concerns about the role of the conservation area designation during planning application discussions relating to the land behind Otley Row, and responded by stating that the Council approved the designation only after the Planning Inspectorate dismissed an appeal for the redevelopment of this land. It was also clarified that advice given by officers during subsequent discussions was consistent with advice given to the developer's agents prior to the appeal and conservation area designation. The Conservation Team does not, therefore, accept the complaint. It should be noted that the Council has a statutory duty to decide which areas within the District are of special architectural or historic interest, and to designate those areas as conservation areas. The strong verbal support made by other attendees of the meeting reinforces the Council's view that the area is of special interest.
- 5.28 In response to the comment on offering grants, it is felt that the Council is currently unable to offer specific assistance and there are no plans to provide an Old Gateford Conservation Area Fund. This issue will be reviewed in the future. Other types of grant are currently offered both locally and nationally for historic building owners. Further advice is available on the Bassetlaw website.
- 5.29 Overall, the meeting was perceived by the Conservation Team to be very positive.

Other comments

- 5.30 The Conservation Team welcomes the telephone calls and letters received regarding the appraisal.
- 5.31 In response to the agent who wrote a letter on behalf of a local listed building owner, we do not feel that the summary below paragraph 3.29 requires rewording. This section is intended to provide a useful summary of the special interest, but is not divorced from the main section, which describes in detail the features that form the special interest of the character area.
- 5.32 It is felt that the correspondent's concern about the incremental loss of trees in the Old Gateford Road area, particularly to the rear of Otley Row, is justified.

Aerial photography and mapping reveals that trees once densely populated this area. Unfortunately, many of these trees were removed prior to the conservation area designation. The significance of the remaining rookery has been addressed by the Council's application of a tree preservation order over the remaining trees (designated December 2007).

- 5.33 The Council agrees with the name change relating to Gateford House to ensure consistency. The entire document will be amended to reflect this. The Council also agrees that additional information should be given in relation to the icehouse in paragraph 3.33. In the same section, the Council will amend the typing relating to map references.
- 5.34 The Council agrees with many of the suggestions relating to the Development Brief in the Appendix. This section will be updated to reflect these comments.
- 5.35 In response to the remaining letter, the Council acknowledges the concerns and issues raised. The Council understands that this correspondent is the same landowner who attended the public meeting. To avoid replication, those issues discussed previously are not repeated in this section.
- 5.36 It is always desirable to carry out consultation with site owners prior to designation, and this is reflected in government guidance⁶. It is not, however, a statutory requirement that consultation be undertaken prior to designation. The Council must carefully consider the balance between proactive discussions with communities and the very real risk of detrimental works or demolition to buildings, structures and trees that are otherwise not protected. Prior to designation in the Old Gateford Road area, a significant amount of trees had been removed, and a significant stonewall had been partially demolished. This gave the Council significant concern that further harm might be caused in the event that pre-consultation discussions were undertaken.
- 5.37 The Council acknowledges the excellent listed building repairs and tree planting by the correspondent at both Gateford Hall and Gateford Hill House. We feel that the designation can be seen as a testament to the quality of the wider Gateford area in which the writer has clearly had a large impact.
- 5.38 The Conservation Team accepts much of the criticism directed at highways development over the past thirty years. These comments will be addressed to the County Highways Department (to be added to Section 4 of the appraisal).
- 5.39 In response to the request that the Council remove the conservation area status, it remains the Conservation Team's view that the area is of special architectural and historic interest the character and appearance of which it is desirable to preserve and enhance.

6. Conclusion

- 6.1 It is considered that the consultation strategy objectives have been met.

⁶ English Heritage (2006) *Guidance on Conservation Area Appraisals*: para. 3.1. London: English Heritage.

- 6.2 The appraisal document has been edited and amended in line with consultation outcomes as discussed above and will be put forward for Council approval in December 2009.
- 6.3 The first conservation area review of Old Gateford should take place in five years (October 2014).

Appendices: example questionnaire and consultation letter

Questionnaire

A draft conservation area appraisal and management plan has been produced for Old Gateford Conservation Area, an area that is located in northwest Worksop (see the attached map at the end of this questionnaire). The appraisal assesses what is special about the historic and architectural character of Old Gateford Conservation Area. The management plan identifies what issues are facing the Old Gateford Conservation Area and sets out proposals and actions for its preservation or enhancement.

The Council is keen to know your views on the Old Gateford Conservation Area Appraisal. We would also like your thoughts on the appropriateness of the existing boundary of the Conservation Area, and what issues you believe should be reflected in the management plan.

The complete draft appraisal is available online at www.bassetlaw.gov.uk and <http://consult.bassetlaw.gov.uk> between 3 July and 14 August 2009. Alternative formats are available on request. Please contact Conservation on 01909 533191.

If you would like to comment on the Old Gateford Conservation Area Appraisal, please use the questionnaire set out below and return it to the Council on or before Friday 14 August 2009 using the prepaid return envelope. Your response will help to shape the future management, conservation and preservation of Old Gateford's special historic and architectural interest.

Character

Q1. What is important to you about Old Gateford Conservation Area?

	Strongly agree	Agree	Disagree	Strongly disagree	Don't know
The quality and distinctiveness of the built environment					
The layout and setting of historic buildings on Old Gateford Road					
The landscape of Gateford Hill and its environs					
The quality of trees, hedges and boundary walls/fences					
The panoramic views of Gateford Hill historic parkland					

Is there anything else that you consider to be important about the character of Old Gateford Conservation Area? Please add it to the box below:

Issues

Q2. What do you think are the most important issues facing Old Gateford Conservation Area?

	Strongly agree	Agree	Disagree	Strongly disagree	Don't know
The gradual loss of character through inappropriate development to individual buildings (e.g. removal of original windows with PVC-u)					
New development where it is considered to detrimentally affect historic buildings and their settings (e.g. new development on areas otherwise felt to contribute to the setting of historic buildings as open spaces)					
The condition of key buildings and structures					
The state of the public realm (e.g. public footpaths, pavements etc)					
The loss of trees or hedges					

Are there any other issues you consider to be important? Please add them to the box below:

Management

Q3. Do you feel that the following proposals will help to preserve or enhance the special character of the Old Gateford Conservation Area?

	Agree strongly	Agree	Disagree	Strongly disagree	Don't know
The application of planning policies to ensure that new development either preserves or enhances the character of the area					
Use the character analysis in the appraisal document to help inform planning decisions					
The use of development briefs to identify constraints and opportunities on specific sites					
Consider implementing an Article 4 Direction ⁷ to give stricter control on development that might otherwise be carried out without permission					
Monitor change regularly and review the conservation area boundary every 5 years					

If there is anything else that you would like to add please write in the box below:

⁷ An Article 4 Direction will control development that might otherwise not require planning permission. This is explained more fully in paragraphs 4.12–14 in the Appraisal.

Improvements?

Q4. What do you think are the three most important improvements that could be made to enhance the special character or appearance of the Old Gateford Conservation Area?

- 1.
- 2.
- 3.

Boundary changes?

Q5. The map attached shows the existing Old Gateford Conservation Area boundary.

Are there any buildings, structures or land included within the Conservation Area that you feel should be excluded? If yes, please give specifics and reasons. *When considering this question, please note that a conservation area may include areas within it not considered to be positive. This may help prevent the creation of zones within the conservation area that could become excluded from future enhancement.*

Are there any buildings, structures or land not included within the Conservation Area that you feel should be included? If yes, please give specifics and reasons. *When considering this question, you might consider land, landscaping/trees and buildings in the immediate vicinity of the conservation area boundary.*

Please feel free to annotate on the attached map with your suggestions and comments.

Further comments

Q6. If you have read the Draft Old Gateford Conservation Area Appraisal, please use the space below to make any comments. *Please feel free to share any local knowledge that might give us a better understanding of the conservation area.*

Feedback

If you would like feedback on your comments, please provide contact details below.

Your contact details
Name:
Address:
Postcode:
Email:
Telephone:

This questionnaire should be sent to the Conservation Team at:

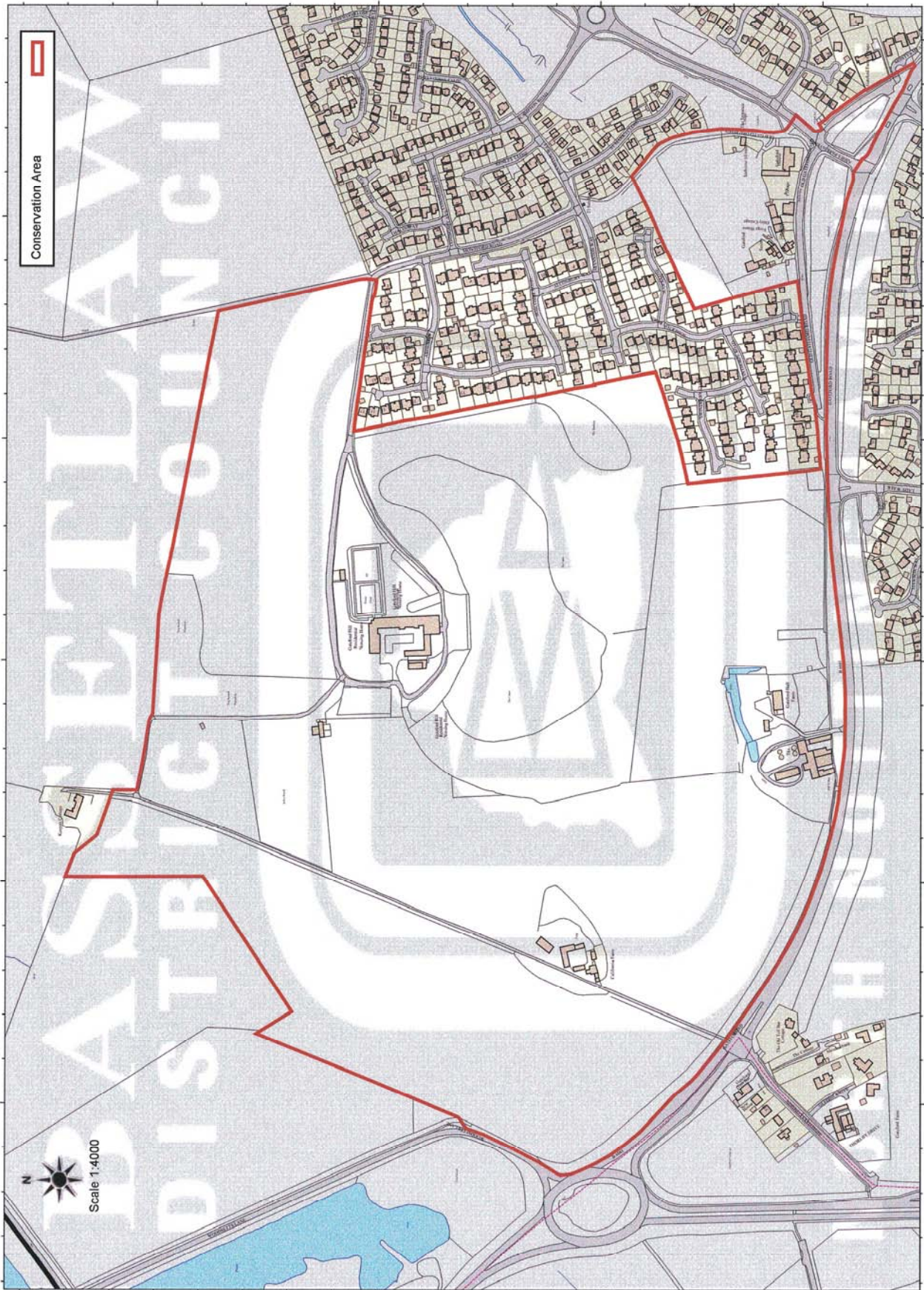
Bassetlaw District Council
Queen's Buildings
Potter Street
Worksop
Notts
S80 2AH

Email: oliver.scott@bassetlaw.gov.uk

If you have any queries about the issues raised in the questionnaire, please contact Oliver Scott on 01909 533191.

Please note that the deadline for receiving comments is Friday 14 August 2009.

Old Gateford Conservation Area Boundary



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BASSETLAW

DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

Queen's Buildings, Potter Street, Worksop, Nottinghamshire S80 2AH.
Tel: Worksop (01909) 533533 Fax: Worksop (01909) 533400 DX 723180 Worksop 3
E Mail: planning@bassetlaw.gov.uk or building.control@bassetlaw.gov.uk
Minicom: Retford (01777) 713820 Worksop (01909) 533214
www.bassetlaw.gov.uk

The owner/occupier

Our ref: 2/20
Please ask for: Conservation Team
Direct dialling: (01909) 533191
Email:

30 June 2009

Dear Sir/Madam

Re: Old Gateford Conservation Area Appraisal – consultation

In February 2009 Bassetlaw District Council designated Old Gateford Conservation Area. The Council has undertaken a detailed survey of the conservation area, which has been drafted into a document called a *Conservation Area Appraisal*. This document discusses what is special about the conservation area and what should be done to preserve or enhance its character and appearance.

The Council is inviting you to view and comment upon the draft Appraisal. There are several ways in which you can view the document:

- On the Council's website www.bassetlaw.gov.uk;
- Through the Council's consultation portal, <http://consult.bassetlaw.gov.uk>;
and
- At our Council offices.

You may comment on the Appraisal through the web links listed above. Alternatively, you can write directly to the Council using the attached questionnaire and prepaid return envelope, or you can email the Conservation Team. Comments must be received on or before the 14 August 2009. If you would like to view the Appraisal in an alternative format, or would like to discuss any issues relating to the Old Gateford Conservation Area, please do not hesitate to contact us.

A public meeting will be held on Wednesday 5 August 2009 between 3pm and 6pm in Worksop Town Hall to discuss the Old Gateford Appraisal and management proposals. If you would like further information on this meeting, please do not hesitate to call.

Yours faithfully

Conservation Officer



INVESTOR IN PEOPLE

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