

Retford South Conservation Area Appraisal

Consultation Report

Prepared by the Conservation Team
March 2009



BASSETLAW
DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

Document details

Title: Retford South Conservation Area Appraisal Consultation Report

Summary: This document sets out the public consultation undertaken by the Council during December 2008 and January 2009 regarding the Retford South Conservation Area Appraisal.

Consultation summary:

The Council has undertaken public consultation with local residents and property owners, English Heritage, The Government Office for the East Midlands, Retford Civic 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 is about a consultation exercise carried out by the Council between November 2008 and January 2009 on Retford South Conservation Area Appraisal. This report should, therefore, be read in conjunction with the appraisal, a document that is designed to identify the special architectural and historic interest of Retford South Conservation Area and provide a sound basis for development control.
- 1.2 Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990 ('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 December 2008 within the conservation area. 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 Retford South 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. Retford South Conservation Area

- 2.1 Retford South Conservation Area is the southern gateway to Retford and was designated as a conservation area on 15 December 2006. The conservation area is characterised by the Great North Road, which has always acted as the main thoroughfare to Retford from the south.
- 2.2 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).

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 conservation practice. Public engagement with conservation issues, for example, has the potential to bring valuable understanding and ownership of proposals for the area. As suggested in national guidance, 'heritage is what people value'³. This view helps explains in

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

² *Ibid.*: para. 3.1. London: EH.

³ *Ibid.*: para. 4.25.

part the statutory requirement under Section 71 of the Act that proposals for the preservation and enhancement of the conservation area are put forward in a public meeting within the affected area. It is important, therefore, that the Council puts an appropriate consultation strategy forward.

3.3 The aims of the Retford South 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 gain community support for the characterisation of the conservation area and how this might be used in the planning process;
- To seek 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:

- The draft appraisal would be made widely available for public comment. A consultation period was set at 8 weeks, starting on 28th November 2008 and finishing on 23rd January 2009;
- A public meeting was arranged for the 10th December 2008 at the Elms Hotel, London Road (see flyer in Appendix A). Both conservation officers would attend;
- An electronic copy of the draft appraisal and a questionnaire 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 (90 properties) stating how they could access the appraisal document (see sample letter in Appendix B). Due to the size of the document, hard copies were not sent by post unless requested. Attached to letters, however, were details of the public meeting and a full copy of the questionnaire and boundary map (see Appendix C). Prepaid return envelopes were provided for consultees to send their comments back to the Council;
- 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). The details were also provided on the flyer to enable members of the public to fill the questionnaire online.

The appraisal document

- 3.5 The draft appraisal document is 55 pages on A4 in colour. It contains four sections: introduction, geographic and historic context, character areas, management plan, and 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.

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. Question one of these three considered the character of the conservation area, whilst question two considered issues facing the conservation area, and question three considered proposals for the preservation and enhancement of the conservation area. All three questions referenced the key issues outlined in the conservation area appraisal. 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 Appendix C contains a sample questionnaire.

Consultation portal

- 3.10 The consultation portal went active on Friday 28th November 2008 and closed on Friday 23rd January 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 Elms Hotel between 3.30pm and 6pm on the 10th December 2008, and was attended by two officers from the Planning Policy and Conservation Team at Bassetlaw District Council.
- 3.12 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 Council received seventeen completed questionnaires (fourteen by post and three electronically). The Council received a small number of verbal comments regarding the appraisal⁴. The following is a summary of consultation responses.
- 4.2 Question one asked consultees to consider what was important to them about the conservation area. Responses are summarised in the table below:

	Agree strongly	Agree	Disagree	Strongly disagree	Don't know	No answer
The quality of the built environment	10	7	0	0	0	0
The historic layout of 18 th and 19 th -century houses/villas in large gardens	12	5	0	0	0	0
The spaces, amenity and garden areas within the Conservation Area	10	5	2	0	0	0
Views of the countryside, particularly of Grove Park, Eaton Woods and the River Idle	11	3	2	0	1	0
The greenery, trees and boundary treatments	12	5	0	0	0	0
The historic character and low density plan form of White Houses	12	1	1	1	1	1

- 4.3 Additional comments were made in seven responses to question one. These included the following:

- Retford South is a historic gateway to the town regardless of conservation area status, and should have always been a major factor when determining planning applications;

⁴ These are covered in the public meeting discussion later in the report.

- Too much development and change would harm the traditional aspect of this historic route;
- The appraisal covers the essential elements very well, is clear, well laid out and the inclusion of a management plan is welcomed;
- London Road is an important historic thoroughfare, but suffers from some modern highway treatments such as heavy white lining. The appraisal should go further in demonstrating the types of highways development that have been or would be erosive to the character of the conservation area (for example, pedestrian crossings, loss of verges to dedicated cycle paths or widened footpaths);
- The amount and speed of traffic is of concern;
- The Victorian terraces on London Road outside of the conservation area north of South Lawn should be included due to their contribution to the appearance of the area;
- The character of the area needs to be enhanced and funding made available to improve footpaths and buildings;
- All of the character criteria set out in question 1 are important but can planning please prevent high density low cost development?

4.4 Question two of the questionnaire assessed the issues facing the conservation area. The responses are summarised below:

	Agree strongly	Agree	Disagree	Strongly disagree	Don't know	No answer
The gradual loss of character through inappropriate development e.g. PVC-u replacing timber windows in historic buildings	7	5	2	1	1	1
The condition of key buildings and structures	7	7	1	1	1	0
Redevelopment of established residential plots, brownfield land (previously developed land) or garden areas	12	2	2	0	1	0
New development where it is considered to harm key views, historic buildings or spaces within the area	12	1	2	1	1	0
The state of the public realm	8	2	0	0	6	1
The clutter created by highways signage	12	3	0	0	2	0
The loss of trees or hedges	10	6	0	0	0	1

4.5 Additional comments were made in eight responses. These are summarised below:

- Existing developments that are not in accordance with the predominant character should be encouraged to redevelop more sensitively (the petrol station, for example);
- Concerns about housing estates being built on plots where only one stood before;
- Highways development that erodes the character of the area should be addressed in the management plan. Too much highway signage, much of which is unnecessary (but would not want to compromise road safety). Appropriate signage, street furniture and surface treatments are needed to enhance the area. In particular, the footpath to the front of 74-88 London Road has been poorly treated, and is shoddy;
- A traffic management plan is needed for London Road. The speed limit should be reduced to 30mph;
- Tree management should be carefully balanced between amenity and safety;
- Other issues for the area include littering (particularly broken glass) and the appearance of bus shelters.

4.6 Question three of the questionnaire asked whether the proposals set out in the management plan would help preserve and enhance the character of the conservation area. The responses are summarised in the table below:

	Agree strongly	Agree	Disagree	Strongly disagree	Don't know	No answer
Strictly apply local planning policy to ensure that new development either preserves or enhances the character of the area	12	4	1	0	0	0
Promote the use of guidance documents in the development process on design and other topics relevant to conservation areas	9	3	0	0	3	0
The use of development briefs to identify constraints and opportunities on specific sites	9	4	0	1	3	0
Consider implementing an Article 4 Direction ⁵ to give stricter control on development that might currently be made without permission	10	3	1	2	1	0
Monitor change regularly and review the conservation area boundary every 5 years	11	4	0	1	1	0

4.7 Additional comments were made in five responses. These included:

- Although resource implications are a key concern, all of the issues raised in question three are important factors for conservation area management. For example, an article 4(2) direction might not be as resource intensive as one might think;

⁵ An Article 4 Direction will restrict development that might otherwise not require planning permission. This is explained more fully in paragraphs 4.12–14 in the Appraisal.

- Highways developments could be put forward under Proposed Enhancement Schemes (section 4.25);
- Management proposals should be put forward for controlling leaves and litter;
- Conservation area reviews should be carried out more frequently than every 5 years;
- Guidance documents and development briefs should be put forward by the authority;
- Residents need sound and cost effective advice, as well as financial support to make enhancements.

4.8 Question four of the questionnaire considered potential improvements that could be made to enhance the special character of the area. Answers were provided in 13 of the responses. These included:

- A grant scheme to enhance/manage the area;
- The promotion of redevelopment of negative sites and the allowance of demolition of poor quality structures;
- Promotion of sympathetic new development;
- Sensitive highways development, removal of unnecessary signage and replacement of bus shelters with a more appropriate form;
- Slowing traffic speed/flow;
- Protection/management of quality/mature trees;
- Encouragement of more tree planting;
- Not supporting development that removes important greenery;
- Protection and maintenance of amenity spaces, gardens, boundary walls, gates and footpaths;
- Enhancement of the public realm and new street furniture/appropriate lighting;
- Fine litter droppers and dog owners who leave mess;
- No new development;
- Ban PVC-u on any historic building.

4.9 Question five considered the current conservation area boundary. Consultees were asked to put forward suggestions for the inclusion or exclusion of sites and buildings within or adjacent to the conservation area. No suggestions were made for the reduction of the conservation area, and several comments were made in support of the existing boundary. A number of areas were put forward for inclusion:

- 41-81 London Road;
- Storcroft Road;
- Avenue Road;
- Land to rear of Storcroft House;
- South Lodge, A638 (east side);
- Land adjacent to Whitehouses Road (east and west side) and north of the River Idle.

4.10 Question six offered consultees further space to make any other comments. People were also asked to contribute with any local knowledge that might illustrate the conservation area appraisal. These additional comments have been summarised:

- Congratulations for designating the area, carrying out public consultation and on the high quality of the appraisal;
- Pleased with the conservation area designation and the controls that this brings, especially for the protection of trees and greenery;
- Any open spaces that exist now should be left undeveloped to preserve the area;
- The villas at 74-88 London Road are very well preserved and loved;
- The conservation area is strongly characterised by trees and gardens;
- Quality of design is essential in any new developments within the area;

4.11 Seven questionnaire responses left details for feedback. The Conservation Team will contact these with individual feedback following the publication of this report.

4.12 One member of the public advised that they had been unable to access the draft document online. They did not, however, leave contact details. The Council was, therefore, unable to follow this up.

Public meeting

4.13 Eleven members of the community attended the public meeting held by the Council on the 10th December 2008. 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 implication of the management proposals.

4.14 Many people verbally stated that they generally supported the designation and management proposals. One attendee criticised the lack of consultation prior to designation, although they acknowledged the importance of safeguarding quality trees and buildings not otherwise protected prior to designation. Several members of the community expressed concerns about potential new land uses adjacent to the conservation area in Whitehouses.

4.15 Further expressions of interest were made by attendees about extending the conservation area boundary to include 41-81 London Road and areas to the west of Whitehouses Character Area off Goosemoor Lane and adjacent to the River Idle.

4.16 One member of the public had been unable to access the appraisal on the Internet, and requested a hard copy be sent to their home address. This was followed up and completed the following day.

Other comments

4.17 The Council received two telephone calls specifically on the appraisal. Both were positive about the draft appraisal. One local resident raised concerns, however, about the loss of mature trees within the conservation area.

5. Officer responses

Draft appraisal

- 5.1 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?

Response to question one

- 5.2 The first question relates to the character appraisal of the conservation area. From the responses received, all agreed or agreed strongly that the quality of the built environment, the historic layout of 18th and 19th-century houses and villas in large gardens, and the greenery, trees and boundary treatments were important aspects of the area. A small number of responses disagreed with the importance of spaces and amenity areas, key views and the low density character of White Houses as character attributes. The majority of responses, however, either agreed or agreed strongly with these factors. The split between 'agreed' and 'agreed strongly' is also noteworthy given that a significantly higher proportion of people identified these character factors as being the latter.
- 5.3 It is considered that the overall responses to the character appraisal support the content of the appraisal. From the additional comments supplied, it is clear that members of the local community attribute significance to the historic thoroughfare of London Road and the entrance to the town at White Houses. Other issues discussed such as traffic management, highways development, potential funding opportunities and boundary changes are addressed below. It is noted, nonetheless, that highways and traffic concerns are significant issues for the existing area.

Response to question two

- 5.4 The second question looked at issues facing the conservation area. As with the first question, there appears to be a strong consensus on the factors set out in the appraisal with the majority of people agreeing or strongly agreeing with issues. There were one or two disagree or disagree strongly responses to issues including the loss of character due to inappropriate development, the condition of buildings, the redevelopment of brownfield sites and new development where it is considered to harm key views, historic buildings or amenity spaces.

- 5.5 There were no disagree responses to the issues of the state of the public realm, clutter caused by highways signage and the loss of trees and hedges. It is acknowledged that a high percentage of responses gave 'don't know' responses to the public realm issue, which perhaps reflects the complex relationship between public and private spaces in a conservation area that does not have any formal public spaces, but is highly characterised by a busy main road (London Road).
- 5.6 With regards to the overall responses to question two, it is considered that there is strong support for the issues identified in the appraisal. Further comments supplied in the questionnaire reiterated the importance of these issues, particularly regarding the promotion of sensitive redevelopment of negative sites and resisting the erosion or loss of large gardens and amenity spaces. Once again, several people raised the issue of highways development, noting particularly the poor quality of surfaces, heavy white lines, too much signage, the form and appearance of bus stops, and a desire for new traffic management strategies. It is clear that these issues are very important to the local community.
- 5.7 Other concerns raised such as littering, which are not covered by planning controls, cannot be addressed through a conservation area management strategy.

Response to question three

- 5.8 Question three of the questionnaire considered the proposals set out in the appraisal management plan to tackle issues facing the conservation area. Most comments were supportive of proposals, including it should be noted, the use of Article 4 Directions⁶. Only one person disagreed, and two disagreed strongly with this proposal, whilst the majority (ten responses) agreed strongly. It is considered, therefore, that an Article 4 Direction survey should be carried out through the management proposals in line with government guidance⁷.
- 5.9 Highways issues, it was felt by officers, needs to be expanded upon in the appraisal following comments made by many people. Officers did not feel that this issue could be dealt with through an enhancement scheme as suggested in one response, but rather by discussing the issues raised in the appraisal consultation directly with the highways authority. In particular, the need for signage reduction wherever possible (without compromising road safety). The speed and traffic flow issues is a matter for the highways authority. It is also apparent that future highways development needs to have regard for the special interest of the conservation area.
- 5.10 Litter, dog fouling and leaf fall do not fall within the remit of planning control. These issues, however, can be raised with the relevant departments in the local and county authority.
- 5.11 The request for a grant scheme for building improvements is noted. Although it remains the situation that the Council cannot offer grant assistance at the present time for residents and businesses within Retford South Conservation

⁶ An Article 4 Direction will restrict development that might otherwise not require planning permission. This is explained more fully in paragraphs 4.12–14 in the Appraisal.

⁷ EH (2006b) *Guidance on the Management of Conservation Areas*. London: EH.

Area, this situation will be re-examined at either the next conservation area review or if any funding opportunities (internally or externally at the district authority) become available, whichever is sooner.

- 5.12 One response suggested carrying out conservation area reviews more frequently than every five years. Whilst this is a suggestion that appears proactive and positive, the resource implications for the Council are such that this is aspirational rather than feasible. The five-year cycle, therefore, should remain as a suitable time frame for conservation area management in the district.

Response to question four

- 5.13 There were a number of other suggestions put forward relating to enhancement proposals under question four. Many of these issues have been discussed above including, for example, highways development and financial incentives for building owners to enhance properties. Of the other suggestions, the total ban on new development suggested by one representation is considered by officers to be unreasonable. Conservation areas are defined under the Act as places of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance⁸. It is possible for new development to comply with the statute where it can be demonstrated to preserve or enhance the special interest of the conservation area. It is appropriate, moreover, for the planning authority to have regard for the quality and distinctiveness of new development regardless of conservation area designation⁹.

- 5.14 Retford South contains many quality mature trees, pleasant greenery and hedges. Many comments received sought assurance that the authority would protect these features, and in some cases, promote further tree planting. It is considered that the protection of these features is adequately discussed within the appraisal. It is re-emphasised, nonetheless, that due to the significance of trees and greenery within the conservation area, new development should only be supported where it has regard for this special interest.

- 5.15 The control of inappropriate modern materials such as PVC-u on historic buildings, as discussed in one response, reflects one of the issues facing the conservation area raised in question two. On listed buildings, materials are very strictly controlled due to their special architectural and historic interest. On non-listed buildings of historic interest (as identified within the appraisal), the use of inappropriate materials can have a very detrimental affect on the overall area. It is considered, therefore, that this issue should be considered carefully during the Article 4 Direction survey outlined above.

Response to question five - boundary changes

- 5.16 Many people responded to the issue of the boundary line both in the questionnaire and at the public meeting.
- 5.17 No comments were put forward to reduce the boundary in any part. This was considered to a positive reaction to the designated boundary, with the

⁸ Section 69 (1) a; the Act

⁹ DCLG (2006) Planning Policy Statement 3: Housing. Norwich: HMSO.

conservation area covering the minimum of space considered to be of special interest.

5.18 The suggestions regarding extensions to the conservation area are considered below:

Area proposed	Officer view
41-81 London Road (east side).	Agree. The majority of these buildings reflect the Victorian development of the area and form a group with the villas opposite.
Storcroft Road (east side of London Road)	Disagree. Although this road has some historic significance from when it connected to the former windmill (now demolished), the street is dominated by bungalows, which are not felt to contribute to the special historic or architectural character of the area.
Avenue Road (west side of London Road).	Disagree. The street is not considered to contribute to the special historic or architectural interest of the area.
Land to rear of Storcroft House (east side of London Road).	Disagree. Although this area contains a number of large buildings and an attractive historic orchard area, the properties and areas are very private and cannot be seen from London Road. The area proposed, therefore, is not considered to be an integral part of the London Road Character Area.
South Lodge, A638 (east side).	Agree. This site is prominent at the edge of the conservation area and entrance to the town. The green space to the front of the property is considered to contribute positively to the area.
Land adjacent to Whitehouses Road (east and west side) and north of the River Idle.	Agree. This area provides significant setting and views within and outside of the White Houses Character Area. The River Idle is an important feature of White Houses and its historic development. The area to the north of Goosemoor Lane up to the railway line that contains play areas has not been included, although the trees to the roadside boundary are considered to contribute positively to the White House Character Area.

5.19 In reviewing the above areas, officers also felt that the land to the north of Grove Road between Grove View and St Mary's House should be considered for inclusion due to its value as green space, countryside setting to White Houses Character Area and the key views identified in the appraisal.

5.20 These suggested boundary extensions are shown in Appendix D.

Response to question six

- 5.21 The overall positive feedback was welcomed. It is felt that any other issues raised have been dealt with in the previous sections.

Public meeting

- 5.22 Many people attending the meeting were positive about the designation of Retford South Conservation Area, and were pleased with most aspects of the appraisal document, including character analysis and management proposals. One member of the public was concerned that the designation process had been underhand, and was disappointed that no consultation had taken place prior to designation. Officers attending the meeting listened carefully to these concerns and made reassurances that no underhand practices were involved and that the process of designation had been necessary to preserve significant unlisted buildings and quality mature trees that might otherwise have been taken down without permission. This appeared to reassure the complainant, although they were also concerned by the constraints placed upon residents. Officers explained the implications of conservation area control and the need for new development to have regard for the special interest of the area. This also appeared to reassure the complainant.
- 5.23 One other attendee of the meeting spoke passionately about including the row of Victorian buildings on the east side of London Road at the north end of the area. Officers agreed (see previous section on boundary changes).
- 5.24 Overall, the meeting was held to be very positive.

6. Conclusion

- 6.1 It is considered that the consultation strategy objectives have been met.
- 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.
- 6.3 The next conservation area review for Retford South should take place in five years (around November 2013).

Appendix A: Questionnaire

Draft Retford South Conservation Area Appraisal

Bassetlaw District Council would like your views on the Draft Retford South Conservation Area Appraisal. This document is an assessment of the character and appearance of Retford South Conservation Area. It clearly defines and records the special interest of the area. This will ensure that there is an understanding of what is worthy of preservation. The appraisal will be used to formulate policies for the preservation and enhancement of the area and to provide material information for decision makers regarding future development in the area.

The Conservation Team will be available to answer your questions face to face at The Elms Hotel on Wednesday 10 December 2008 between 3.30pm and 6pm in the bar area.



The Appraisal can be viewed at:

- www.bassetlaw.gov.uk;
- <http://consult.bassetlaw.gov.uk>;
- Council offices.

The closing date for comments is Friday 23rd January 2009.



BASSETLAW
DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

For further information please contact Oliver Scott by phone on 01909 533191 or Email oliver.scott@bassetlaw.gov.uk
Alternative formats are available on request.

Appendix B: Sample consultation letter



BASSETLAW

DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

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The owner/occupier
Address 1
Address 2
Address 3
Post code

Our ref: 8/1/11a-consult
Please ask for: Oliver Scott
Direct dialling: (01909) 533191
Email: oliver.scott@bassetlaw.gov.uk

26 November 2008

Dear Sir/Madam

Re: Retford South Conservation Area Appraisal – consultation

In December 2006 the Council designated Retford South Conservation Area. Earlier this year a review was undertaken of the conservation area. The findings of this survey have 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 now 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 at oliver.scott@bassetlaw.gov.uk. If you would like to view the Appraisal in an

alternative format, or would like to discuss any issues relating to the Retford South Conservation Area, please do not hesitate to contact us.

Yours faithfully

Oliver Scott
Planner (Conservation)

Appendix C: Questionnaire

Questionnaire

A draft Appraisal and Management Plan has been produced for Retford South Conservation Area. Retford South Conservation Area is focussed along the historic highway of London Road (see the attached map at the end of this questionnaire). The Appraisal assesses what is special about the historic character of Retford South Conservation Area and defines its boundary. The Management Plan identifies what issues are facing the Conservation Area and sets out proposals and actions for its preservation or enhancement.

The Council is keen to know your views on the Appraisal, 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 to be read online at www.bassetlaw.gov.uk and <http://consult.bassetlaw.gov.uk>. Alternative formats are available on request. Please contact Conservation on 01909 533191.

If you would like to comment on the Conservation Area Appraisal, please use the questionnaire set out below and return it to the Council on or before Friday 23rd January 2009. Your response will help to shape the future management, conservation and preservation of Retford South's special historic and architectural interest.

Character

Q1. What is important to you about Retford South Conservation Area?

	Agree strongly	Agree	Disagree	Strongly disagree	Don't know
The quality of the built environment					
The historic layout of 18 th and 19 th -century houses/villas in large gardens					
The spaces, amenity and garden areas within the Conservation Area					
Views of the countryside, particularly of Grove Park, Eaton Woods and the River Idle					
The greenery, trees and boundary treatments					
The historic character and low density plan form of White Houses					

If there is anything else that you would like to add or consider to be important about Retford South Conservation Area please add it to the box below:

Issues

Q2. What do you think are the most important issues facing Retford South Conservation Area?

	Agree strongly	Agree	Disagree	Strongly disagree	Don't know
The gradual loss of character through inappropriate development e.g. PVC-u replacing timber windows in historic buildings					
The condition of key buildings and structures					
Redevelopment of established residential plots, brownfield land (previously developed land) or garden areas					
New development where it is considered to harm key views, historic buildings or spaces within the area					
The state of the public realm					
The clutter created by highways signage					
The loss of trees or hedges					

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

Management

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

	Agree strongly	Agree	Disagree	Strongly disagree	Don't know
Strictly apply local planning policy to ensure that new development either preserves or enhances the character of the area					
Promote the use of guidance documents in the development process on design and other topics relevant to conservation areas					
The use of development briefs to identify constraints and opportunities on specific sites					
Consider implementing an Article 4 Direction ¹⁰ to give stricter control on development that might currently be made 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:

¹⁰ An Article 4 Direction will restrict 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 Conservation Area?

- 1.
- 2.
- 3.

Boundary changes?

Q5. The map attached shows the existing 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 to prevent the creation of island zones 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 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:
<i>*Required field</i>

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 23rd January 2009.

Retford South Conservation Area Boundary



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Appendix D: Proposed boundary changes

BASSETLAW DISTRICT COUNCIL
 Proposed boundary changes to Retford South Conservation Area



QUEENS BUILDINGS
 POTTER STREET
 WORKSOP
 NOTTS

