

A historical map of Hunston, showing various buildings and landmarks. The map includes labels for 'Vicarage', 'S' Leodgar's Clair (Vicarage)', 'Manor House', and 'Hunston Barn'. It also shows several numbered plots (22, 24, 25, 26, 27, 29, 41, 42, 45) and the word 'HUNSTON' in large letters across the top. A decorative green and purple wavy line runs across the top of the map.

HUNSTON CONSERVATION AREA

CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

SEPTEMBER 2006

Appendices updated March 2012 to reflect legislative changes

HUNSTON CONSERVATION AREA CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

On the 5th September 2006 Chichester District Council approved this document as planning guidance and therefore it will be a material consideration in the determination of relevant planning applications.

Cover: Map of Hunston 1875



This document has been written and illustrated on behalf of Chichester District Council by:

The Conservation Studio
1 Querns Lane
Cirencester
Gloucestershire
GL7 1RL

Telephone: 01285 642428

email: info@theconservationstudio.co.uk

PART 1 HUNSTON CONSERVATION AREA APPRAISAL

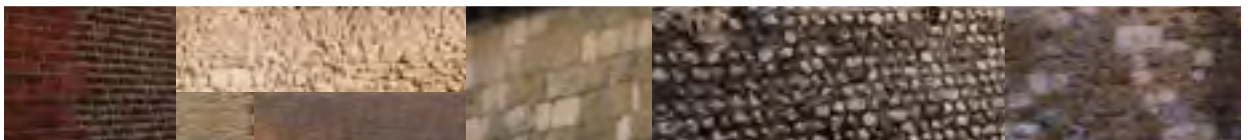
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PART I HUNSTON CONSERVATION AREA APPRAISAL

I INTRODUCTION

This document has been produced for Chichester District Council following consultation with the local community. Local authorities are required by law to preserve or enhance their conservation areas and part of that process is the production of a character appraisal to explain what is important about the area.

Part I of this document therefore attempts to define the key elements that contribute to the special historic and architectural character of the Hunston Conservation Area, and identifies negative features (the issues) which might be improved. Part 2, the Management Proposals, sets out a programme for further work, based on the issues identified in Part I. This process involves a thorough review of the existing conservation area boundary and provides one suggestion for change.



Hunston Manor



St Leodegar's Church

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

- Small conservation area concentrated around the manor, its farm, and a church;
- Medieval moated site surrounded by fields;
- The Manor House, listed grade II, and dating to c.1670;
- The associated farm buildings, mainly dating to the 19th century and in part converted into homes;
- St Leodegar's Church, built in 1885 to the designs of A W Blomfield;
- The rural character reinforced by the duck pond and mature trees.

The Management Proposals make the following recommendation:

- Continue to very carefully control pressure for additional buildings within the conservation area;
- All new development should follow the "Good Practice Guidance" included in the Management Proposals;
- Amend the conservation area boundary in one place:
 - Add properties along Church Lane, including The Rectory (grade II); Church Farm House, nos. 2 and 3 Church Lane, and Spire Cottage (grade II).

2 LOCATION AND LANDSCAPE SETTING

2.1 LOCATION

The Hunston Conservation Area is located on the Manhood Peninsula about two kilometres south of Chichester. The conservation area is centred on a moated medieval site which lies some 500 metres from the more modern village of Hunston.

2.2 TOPOGRAPHY

The Manhood Peninsula is a very flat area, as shown by the very well spaced contours on modern maps, enclosed by sea or river estuary on three sides. Immediately around the Hunston Conservation Area, the map shows a few contours, well spaced out, and never more than five metres above sea level. The area is criss-crossed by deep drainage ditches and small streams and ponds are common.

2.3 RELATIONSHIP OF THE CONSERVATION AREA TO ITS SURROUNDINGS

All around the conservation area are flat, open fields with few special features apart from a stream, the Bremere Rife, which passes to the west and south of the conservation area.

A small copse, Hunston Wood, lies to the north across two fields. The B2145 is a busy road which passes through Hunston village and connects Chichester to Selsey. The conservation area is linked to this road by a narrow winding lane (Church Lane).

The conservation area, no doubt because of its medieval origins, lies on the route of several footpaths which connect North Mundham, South Mundham and Donnington.

2.4 GEOLOGY

Beneath the southern part of the Selsey Bill, the underlying geology is formed by the Bracklesham Beds, dating to the Eocene period and composed of



Flat farming land surrounds Hunston

richly fossiliferous sands which are exposed at low tide between Selsey Bill and East Head at the entrance to Chichester harbour. Scattered along the beaches of the Selsey Bill are blocks of pale brown or grey stone, known as septaria. The Bracklesham Beds produce sands and gravels suitable for rough grazing.

Around Hunston London clay and brick earth provide rich soils for agriculture, and it is notable that there are large numbers of commercial nurseries around North and South Mundham. Large areas north of North Mundham have been excavated for their gravel.

Beneath Chichester are the Reading Beds, a layer of red and orange clays which were deposited as alluvial mudflats and, beyond the city, the South Downs provide a source of flint and chalk for lime.

2.5 BIODIVERSITY

The pond in front of Hunston Manor provides a suitable habitat for a number of ducks and the pond is surrounded by water reed and willows. The former moat is overgrown with reeds and other vegetation and no doubt supports a wide variety of small mammals and other creatures. However, there are no designated sites of ecological significance within the conservation area and the local network of fields provide little cover for wildlife. In the distance, the Bremere Rife provides another suitable habitat.



The pond next to Hunston Manor

3 HISTORIC DEVELOPMENT AND ARCHAEOLOGY

3.1 HISTORIC DEVELOPMENT

Hunston Conservation Area encompasses a medieval moated site which probably has mid or late Saxon origins. The conservation area lies on the Manhood Peninsula, and its most southernmost tip at Selsey was the site of an early Christian settlement established by the king of the South Saxons, Caedwalla, in the 7th century. He granted land to Wilfred of Northumbria, who built a monastery at Church Norton which became the centre of the new diocese in the 8th century. At this time, land was granted to the monastery which equated in the medieval period to the Hundred of the Manhood, a name derived from “*la Manwode*”, meaning “the common wood”.

Following the Norman Conquest, the English church underwent a radical reorganisation and in 1075, the see (the bishop’s seat) was transferred from Selsey to Chichester. From the 11th century onwards Selsey, therefore, became far less important as a religious centre and agriculture became the principal activity. Small manors, such as Hunston, which was recorded in the Domesday Survey of 1086 as being held by Earl Roger of Montgomery, flourished on the rich agricultural land of the area, although much of the land remained under the control of the bishops of Chichester.

New churches were built in several locations on the Manhood Peninsula in the 12th and 13th centuries including West Wittering, East Wittering, Sidlesham and Earnley, and there must have been one in Hunston, because in 1105 a church at Hunston, with its tithes and lands, was given by Henry I to the Abbey of Lessay in Normandy. The existence of a very early building is confirmed by drawings of the church before it was

demolished in 1874 showing a zigzag Norman arch. The church remained in the hands of the Abbey’s cell, the Priory of Boxgrove, until the Dissolution. By the late 18th century, the condition of the church was so bad that a report in the *Gentleman’s Magazine* of 1792 reported that it was “*in so decayed a state that its utter ruin seems unavoidable before long*”. Unsurprisingly, the old church was finally demolished in 1885 and a new building (St Leodegar’s) erected almost immediately at a cost of £4,500. This was paid for by Mr W Fletcher, brother of the rector, the Revd. J Fletcher, and Lord of the Manor.



Hunston Old Church – a photograph taken before it was demolished in 1885



Drawing of the Norman arch in Hunston Old church

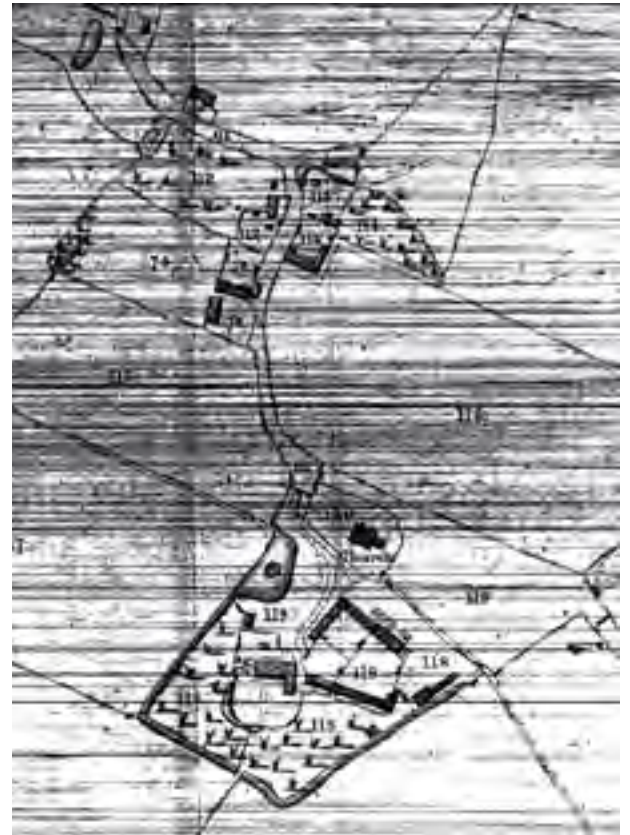


St Leodegar’s Church, built in 1885

By 1518, Hunston Manor was held by the Earl of Arundel. The existing manor house is dated between 1660 and 1680 but it retains medieval fabric and it is likely that there has been a house on the site since the mid or late Saxon period. Some of the stone is Mixen stone from Selsey Bill, but other stone may be imported. Most of the farm buildings appear on the 1847 Tithe map and stylistically they date to the beginning of the 19th century. Along Church Lane, and not currently within the conservation area, The Rectory is partly 17th century so it is possible that The Rectory and manor house were all built at this time.

There was no village at Hunston until the mid-20th century, with development before then being scattered along the road. The Chichester Canal was built in the early 1820s, and the modern village of Hunston marks the point at which the Chichester branch of the Portsmouth and Arundel Canal heads northwards towards the Southgate Basin on the southern extremity of the city. A swing bridge, named after one of the canal company's directors, W S Poyntz, was built at this junction, although it has now been moved to nearer Chichester as part of a canal restoration scheme. The Selsey Tram, which opened in 1897 and closed in 1935, ran between Chichester and Selsey, with a station at Hunston encouraging development. In 1871 much of the common land around Hunston was enclosed. The map of 1899 shows a scattering of cottages along the main road, with watercress beds and a brick field and associated buildings to the west and north of Pages Farm. Expansion was particularly rapid in the 1960s, when large estates were built to the west of Selsey Road. Today the village has about 500 residents and is a thriving community.

Hunston Manor is in private ownership and some of the barns which once formed its farm were converted into houses in the 1990s. St Leodegar's Church is occasionally still used for services.



1847 Tithe map



1838 Hunston Estate map



1875 First Edition Ordnance Survey 25"



1933 Ordnance Survey

3.2 SURVIVING HISTORIC FEATURES

The following are the most significant surviving historic features:

- Medieval moated site;
- Important 17th century manor house, with earlier origins;
- The extensive 19th century farm buildings;
- St Leodegar's Church, of 1885.

3.3 ARCHAEOLOGY

Because of its particularly rich natural resources the West Sussex coastal plain has been exploited continuously since hominids first arrived in Britain c.500,000 years ago. The older, Palaeolithic deposits would not normally survive close enough to the surface to be relevant, but later prehistoric deposits, from the Mesolithic to the Early Saxon, and most particularly Bronze age to Roman, should be expected to survive at plough depth.

The Romans built a town at Chichester and may well have used Pagham Harbour as a port, so it not surprising that Roman ditches were found when Selsey Road, to the west of Hunston, was being widened. Just outside the conservation area, the fragmentary remains (tegulae fragments, flue tiles, oysters shells and flanged roof tiles) of a Roman building have been found.

Hunston probably originated as a middle or late Saxon farmstead, which was composed of a manor house, farm and church. It remains as much today. Surprisingly, none of the conservation area is an *Archaeologically Sensitive Area*.

4 SPATIAL ANALYSIS

4.1 CHARACTER

The Hunston Conservation Area is very small, and is centred on the manor house, church and farm buildings which enclose a roadway, gardens, pond, trees and grass verges. The drama of the group of buildings is enhanced by the curve of the lane from the main road, hiding the group of buildings until the last minute. On three sites, the medieval moat creates a natural barrier between the settlement and the rather bleak surrounding fields. Several footpaths lead to other settlements across these fields, well signposted.

The conservation area is very roughly square in shape with the moat defining the west, south and east sides. The north side has been filled in, with the Victorian church lying outside the line of the old moat.

The key characteristics of the conservation area are:

- Small conservation area concentrated around the manor, its farm, and a church;
- Medieval moated site surrounded by fields;
- The Manor House, listed grade II, and dating to c.1670;
- The associated farm buildings, mainly dating to the 19th century and partly converted into homes;



Some of the barns remain unconverted, reinforcing the rural character of the group



Hunston Manor viewed across the fields to the north-west

- St Leodegar's Church, built in 1885 to the designs of A W Blomfield;
- The rural character reinforced by the duck pond and mature trees.

4.2 PLAN FORM, BUILDING TYPES AND BOUNDARIES

The layout of the conservation area is totally defined by the line of the medieval moat which forms a roughly square shape, although the northern side of the moat has been filled in. The ensemble of manor, barns and church is informally arranged, although because of the moat the farm buildings are very close to the manor. The recent (1994) conversion of some of these farm buildings has been achieved with the minimum of alteration and disturbance and only one new building, a small garage block adjacent to Bell Barn, has been allowed.

There are only three building types: the late 17th century manor house; the Victorian Gothic church; and the long rows of former farm buildings, one or sometimes two storeys high.



One of the converted barns



A stone wall marks one of the boundaries to St Leodegar's Church



St Leodegar's Churchyard

The moat creates a definite but “soft” boundary to the conservation area on three sides, with reed beds, willows and other native species of hedging and trees. On the northern side, an informal hedge marks the boundary to the adjoining fields. Within the conservation area, there are a number of important walls, most notably the boundary wall to St Leodegar's Church. On the western side, this is composed of flint pebbles with a flat, mortared top. On the eastern side, roughly coursed rubble stone forms a wall about 1.5 metres high. Around the barns, post and rail timber fencing has been used to define the modern boundaries, or hedging. At the back of Bell Barn, a high brick wall with an arched gateway is visible from the trackway which runs along the eastern moat, a rather discordant feature.

4.3 OPEN SPACES, TREES AND VIEWS

The churchyard to St Leodegar's Church is a very attractive space with a number of tombs and gravestones. Its boundaries are defined by flint or stone walls, or hedging. Around the pond, part of the land lies within the private garden to Hunston Manor; a large lawn best glimpsed over the water. Beyond the pond are large willows and more mature trees which follow the line of the medieval moat. The pond also lies next to the roadway which sweeps into the manor, forming a very informal centre to the conservation area.

Within the conservation area, short views focus on the church and especially on the manor. From outside the boundary, particularly along the public footpaths which surround Hunston, there are long views over the surrounding flat fields. The most notable views are marked on the Townscape Appraisal map.

5 DEFINITION OF THE SPECIAL INTEREST OF THE CONSERVATION AREA

5.1 ACTIVITIES AND USES

The Hunston Conservation Area is almost totally residential apart from St Leodegar's Church, which is still in occasional use. Around the conservation area, the primary activity is agriculture. Shops, public houses and other facilities can be found nearby in the modern village of Hunston.

5.2 LISTED BUILDINGS

Hunston Manor is the only listed building in the conservation area as it is presently defined. This is an imposing, two storey building, nine windows wide and symmetrically arranged around the central porch. Behind this is a large brick chimney. The windows are mullioned and transomed, confirming the date of between 1660 and 1680. The walls are built from limestone, possibly robbed from the previous building, which may have come from the Isle of Wight, Devon or France. Red brick defines the window arches and a string course at first floor level. The roof is covered in handmade clay tiles. The garden is decorated with an assortment of dramatic wire animals made by the present owner.

5.3 POSITIVE BUILDINGS

The other historic buildings in the Hunston Conservation Area all make a *positive* contribution to the character and appearance of the conservation area. They are St Leodegar's Church, and the former manorial barns.

St. Leodegar's Church replaced an earlier structure shown on the 1875 map. It was built in 1885 to the designs of A W Blomfield in the Gothic Revival style. In his book, "*The Buildings of England: Sussex*", Nicholas Pevsner comments:

"There are very few Sussex churches for which absolutely nothing can be said. Alas, this is one of them".

This is a little unfair as although perhaps not of the quality or age of some of the other churches on the Manhood Peninsula, St Leodegar's does sit well on the site, and is surrounded by a pretty churchyard. The use of mixed sandstone and limestone (some of which almost certainly came from the previous church) provides variety and the attractive lych gate into the lane is another appropriate feature. More of a chapel than a church, St Leodegar's should be statutorily listed, if only because it is the work of a well known Victorian architect.

The former manorial barns are mostly shown on the map of 1847 and, although new sections have been added, it is considered that the whole group makes a positive contribution. The original barns are built from flint with red brick corner dressings to the corners and openings. The roofs are gently pitched and covered in natural slate. An infill range on the eastern side is probably a total rebuild and is faced in weather boarding, allowed to go a silvery grey. Some of the barns remain unconverted and are used by the owner of Hunston Manor.



New homes in the former barns



The lych gate to St Leodegar's Church is an attractive feature



The front garden to Hunston Manor



Stained weather-boarding and slate roofs on the eastern range



Traditional post-and-rail fences are appropriate in the rural setting

5.4 BUILDING MATERIALS AND COLOURS

Hunston Manor is built using a variety of stone, both local and imported, most particularly Mixen stone from Selsey. Red bricks and red handmade clay tiles were all made locally as brick earth is evidently available nearby. The manorial barns are built in flint (a less prestigious material) and red brick. The shallow pitch of the roofs suggests that they were always covered in natural slate, so it is likely that the earliest of the group dates to after the construction of the Chichester Canal in the 1820s when Welsh slate would have been brought along by barge.

St Leodegar's Church is built from a pleasing mix of local sandstone and imported limestone. Both the manor and the earlier church may have used limestone imported from the Isle of Wight, Devon or France. The church is also roofed in handmade clay tiles.

Although there is much use of reddish brown clay tiles and bricks, the dominant colour is a warm light brown/silvery grey, provided by the flint wall to the church, the walls to the church and the manor, and the modern weather-boarding on the barn conversions.

5.5 PUBLIC REALM

There are no historic paving materials in the conservation area, and no pavements. The road outside the farm buildings is covered in black tarmac, and the newer private driveways to the various barns are unobtrusively covered in gravel. Hedges and post and rail fences complete the roadside treatments. There is no street lighting.

6 ISSUES

6.1 DEVELOPMENT PRESSURES

The Hunston Conservation Area encompasses a moated manor house and its former barns, and a church. There are no obvious threats to its character. The buildings are generally in good condition and it is clearly a desirable location in which to live. The only threats to its character come from the incremental addition of further buildings to the barn conversions, such as sheds and garages. This would be detrimental to the open character of the group of historic buildings and should be resisted. The further conversion of the currently unconverted barns would also be regrettable.

6.2 CONSERVATION AREA BOUNDARY REVIEW

As part of the appraisal process, the existing conservation area boundary was inspected. It was found that the boundary generally followed a logical line along the line of the medieval moat. However, it was noted that along Church Lane are a number of historic buildings, including:

- The Old Rectory - a grade II listed building with some 17th century fabric;
- Church farm House (nos. 4 and 5 Church Lane) – an unlisted house shown on the 1880 map;
- Nos. 2 and 3 Church Lane – farm workers' cottages of the late 19th century;
- Spire Cottage – a grade II listed building dating to c.1830.

It is therefore suggested that an extension to the conservation area is designated, encompassing these buildings and some of the open land which provides their setting, along Church Lane. This is discussed in Part 2 Chapter 2 Recommendations and noted on a separate map.



Low key use of some of the former barns helps to retain the agricultural character

PART 2 HUNSTON CONSERVATION AREA MANAGEMENT PROPOSALS

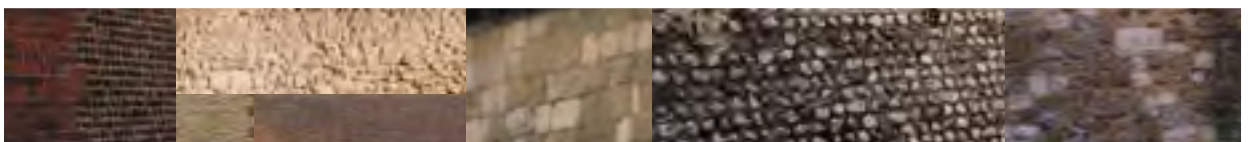
I BACKGROUND

The designation of a conservation area is not an end in itself, as under Section 71(1) of the *Planning (Listed Buildings & Conservation Areas) Act 1990*, the District Council is required to periodically review its conservation areas and to publish proposals for their preservation and enhancement.

Part I of this document, the Character Appraisal, therefore assesses the character of the Hunston Conservation Area and identifies the positive features which make the conservation area special. Additionally, the character appraisal also notes that there is only one “threat” to the special character of the area, the pressure for incremental additions to the barn conversions.

Part 2 of this document, the Management Proposals, therefore present only one proposal, that is to ensure the high quality of the future control of any further development within the conservation area. However a large extension to the conservation area, to encompass the historic buildings along Church Lane, is proposed.

This document reflects government guidance as set out in *Planning Policy Guidance 15 ‘Planning and the Historic Environment’*, English Heritage guidance titled *Guidance on the management of conservation areas* (August 2005), Best Practice guidelines, and policies within the *Chichester District Council Local Plan - First Review* adopted in April 1999.



2 RECOMMENDATIONS

2.1 FUTURE CONTROL OF DEVELOPMENT.

When the manorial barns were converted into houses in 1994, the District Council withdrew permitted development rights to ensure that further changes to the former barns were very carefully controlled. There is however some pressure for additions and further buildings, such as garages. The District Council can control these through the usual planning process, but clearly in such a sensitive location, almost any new development would be detrimental. There should therefore be a general presumption against any further new buildings or extensions such as garages, conservatories or porches on the barns. The further conversion of the currently unconverted barns would also be regrettable.

Recommendation:

Continue to very carefully monitor pressure for additional buildings within the conservation area.

All new development should follow the “Good Practice Guidance” included at Appendix 3, but it is unlikely that new buildings of any kind will be allowed in the conservation area.

2.2 CONSERVATION AREA BOUNDARY REVIEW

As part of the appraisal process, the existing conservation area boundary was inspected. It was found that the boundary generally followed a logical line around the medieval moat, encompassing the church and land to the east of the church. However, it is proposed to designate a section of Church Lane which brings into the conservation area two listed buildings, one of which, The Old Rectory, has clear associations with St Leodegar’s Church and Hunston Manor, especially since part of the building dates to the 17th century when the manor was built.

Recommendation:

Add properties along Church Lane as follows:

- *The Old Rectory - a grade II listed building with some 17th century fabric;*
- *Church Farm House – an unlisted house dating stylistically to the early 19th century and shown on the 1847 Tithe Map;*
- *Nos. 2 and 3 Church Lane – farm workers’ cottages of the late 19th century;*
- *Spire Cottage – a grade II listed building dating to c.1830.*



Church Lane



Church Farm House, Church Lane



The Old Rectory, Church Lane



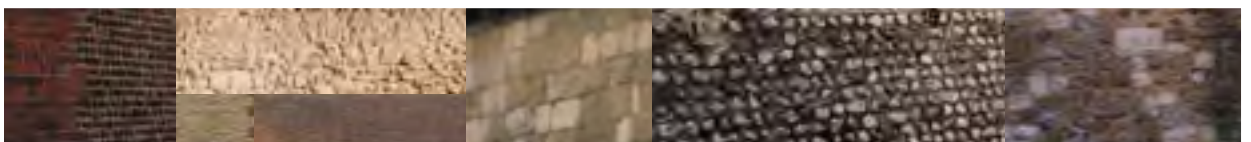
Spire Cottage, Church Lane

3 MONITORING AND REVIEW

As recommended by English Heritage, this document should be reviewed every five years from the date of its formal adoption by Chichester District Council. It will need to be assessed in the light of the emerging Local Development Framework and government policy generally. A review should include the following:

- A survey of the conservation area including a full photographic survey to aid possible enforcement action;
- An assessment of whether the various recommendations detailed in this document have been acted upon, and how successful this has been;
- The identification of any new issues which need to be addressed, requiring further actions or enhancements;
- The production of a short report detailing the findings of the survey and any necessary action;
- Publicity and advertising.

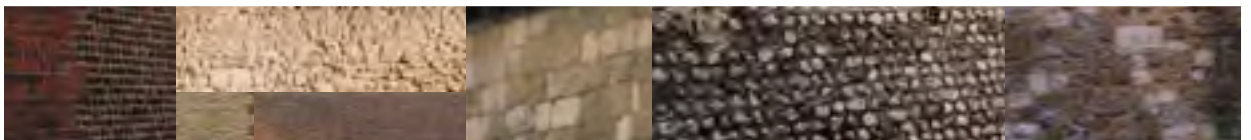
It is possible that this review could be carried out by the local community under the guidance of a heritage consultant or the District Council. This would enable the local community to become more involved with the process and would raise public awareness of the issues, including the problems associated with enforcement.



4 CONTACT DETAILS

For queries on planning matters or general conservation advice you are encouraged to consult the District Council's planning officers who will be pleased to assist.

Telephone	01243 785166
Fax	01243 534558
Or write to:	Conservation and Design Officer, Development and Building Control Services, Chichester District Council, East Pallant House, East Pallant, Chichester, West Sussex PO19 1TY.



APPENDIX I LEGISLATIVE BACKGROUND

NATIONAL PLANNING POLICY

Government advice on the control of conservation areas and historic buildings are set out in Planning Policy Statement (PPS) 5.. Further advice about conservation area control, including the production of management proposals, has recently (March 2011) been produced by English Heritage.

LOCAL PLAN CONSERVATION POLICIES

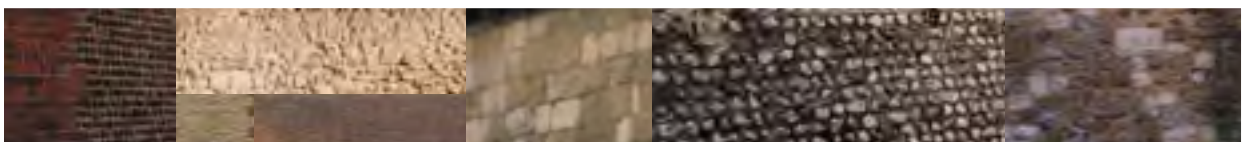
There are several relevant policies in the *Chichester District Council Local Plan - First Review* adopted in April 1999. Chapter 2 Environmental Strategy contains a description of the Council's aims and objectives relating to historic buildings and conservation areas. The policies relating to these specialist topics are set out in a separate section under *Built Environment: policies BE4 and BE5 (historic buildings) and BE6 (conservation areas)*.

The Hunston Conservation Area was designated in June 1976. The Local Plan insert map which is relevant is no. 20. This confirms the following designations:

- The conservation area is based on Hunston Manor, St Leodegar's Church, and the former manorial barns;
- There are no other Local Plan designations either within or immediately outside the conservation area.

LOCAL DEVELOPMENT FRAMEWORK

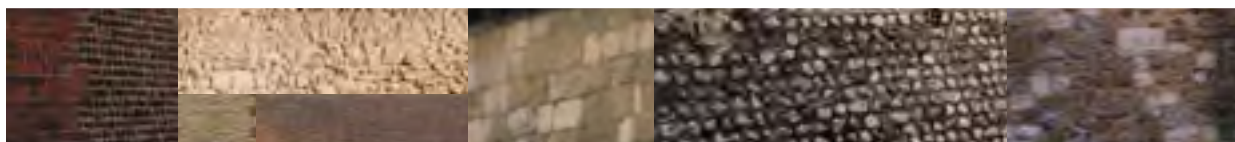
In due course the Local Plan will be replaced by the Local Development Framework. Meanwhile, the Local Development Scheme currently saves the Local Plan conservation policies prior to adoption of a Core Strategy which will contain replacement policies to protect historic buildings and conservation areas.



APPENDIX 2 COMMUNITY INVOLVEMENT

This Character Appraisal, with its Management Proposals, has been prepared in close partnership with Chichester District Council. Public consultation commenced with a public exhibition at the Church Hall, Sidlesham, on Friday 10th March 2006 and the document was also put on the Council's website for four weeks until the 7th April with a questionnaire encouraging responses. Following the analysis of these comments, the final document was drafted.

This document has been approved by Chichester District Council for development control purposes and will be a material consideration when making decisions about applications for development within, or on the edges of, the Hunston Conservation Area. The document will also inform other agencies and individuals whose activities impact on the fabric of the Hunston Conservation Area, such as West Sussex County Council and local residents.



APPENDIX 3 GOOD PRACTICE GUIDANCE

CONTENTS:

- 1 CONSERVATION AREA DESIGNATION
- 2 THE REQUIREMENTS FOR PLANNING PERMISSION IN A CONSERVATION AREA
- 3 ARTICLE 4 DIRECTIONS
- 4 NEW DEVELOPMENT
- 5 LISTED BUILDINGS
- 6 POSITIVE BUILDINGS
- 7 ROOFS
- 8 FRONT BOUNDARIES AND DRIVEWAYS
- 9 TREES
- 10 SATELLITE DISHES
- 11. SOLAR PANELS AND OTHER RENEWABLE ENERGY INSTALLATIONS

1 CONSERVATION AREA DESIGNATION

Designation as a conservation area brings a number of specific statutory provisions aimed at assisting the “preservation and enhancement” of the area. These are as follows:

- The District Council is under a general duty to ensure the preservation and enhancement of the conservation area, and has a particular duty to prepare proposals (such as conservation area appraisals or grant schemes) to that end;
- Extra publicity is given to planning applications affecting conservation areas and the District Council must take into consideration the desirability of preserving and enhancing the character of the conservation area when determining such applications. This is usually achieved through the use of advertising in the local newspaper;
- *Conservation Area Consent* is required for the demolition of any unlisted building in a conservation area and the local authority or the Secretary of State may take enforcement action or institute a criminal prosecution if consent is not obtained. This means that all positive buildings within the conservation area (as annotated on the Townscape Appraisal map) will automatically be preserved unless a very good case for demolition can be made.

- Written notice must be given to the District Council before works are carried out on any tree in the area;
- The display of advertisements may be somewhat more restricted than elsewhere;
- The District Council or the Secretary of State may be able to take steps to ensure that a building in a conservation area is kept in good repair (similar to the powers which protect listed buildings);
- Limited financial assistance may be available for the upkeep of a building in the conservation area through grant schemes with English Heritage or the Heritage Lottery Fund, (though these are usually targeted to areas of economic deprivation).

2 THE REQUIREMENTS FOR PLANNING PERMISSION IN A CONSERVATION AREA

In a conservation area, certain works to houses within the designated area, which are normally considered to be “permitted development”, will require planning approval from the District Council. The overall effect of these additional controls is that the amount of building works which can be carried out to a house or within its grounds without a planning application is smaller in a conservation area than elsewhere.

These are:

- Planning permission is needed for extensions to houses in conservation areas where they are on the side of a property or more than one storey to the rear of a property (front extensions require planning permission);
- Planning permission is needed for external cladding to houses in conservation areas, using stone, artificial stone, timber, plastic or tiles. However, cement and pebble dashing is still permitted development following a court case in 1995;
- Planning permission is needed for roof extensions;

- Planning permission is needed for the erection of any structure within the curtilage which is located to the side of a house.
- Planning Permission is needed for the installation of chimneys, flues and soil and vent pipes on the principal or a side elevation that fronts a highway.

It is worth noting that where a building is statutorily listed, different legislation applies, as all internal and external alterations which affect the special architectural or historic interest of the building require Listed Building Consent. Furthermore, commercial properties (such as shops and public houses), and houses which are in multiple occupation (flats) have far fewer permitted development rights and therefore planning permission is already required for many alterations to these buildings.

3 ARTICLE 4 DIRECTIONS

Designation as a conservation area means that the District Council can consider whether serving an Article 4 Direction is appropriate, by withdrawing permitted development rights for unlisted dwellings. This could affect all of the “positive” dwellings where unsympathetic change would be most detrimental. The changes that are commonly controlled by an Article 4 Direction are:

- The enlargement, improvement or other alteration of a dwelling (this includes new windows and doors);
- Alterations to the roof (such as changing the roof material);
- The construction of a porch;
- The provision of a building or enclosure, such as a swimming pool;
- The construction of a hardstanding and the creation of a new means of access;
- The painting of external walls.

The District Council can consider serving an Article 4 (2) Direction, which does not require an application to the Secretary of State, although thorough public consultation is needed. In many of the conservation areas in the District, Article 4 Directions would help to protect the historic character of the area and the District Council will consider their use as and when resources are available.

4 NEW DEVELOPMENT

All applications for new development within Chichester’s conservation areas are considered in the light of policies contained within the adopted Local Plan and central government guidance. For conservation areas, it is especially important to maintain the historic form of development, such as buildings lines, plot ratios and building form and uses. There is a general presumption that all listed buildings, and buildings marked as “positive” on the Townscape Appraisal maps, will be retained, and their setting protected. There is also a presumption that existing open spaces, especially those which are defined within the Character Appraisal for each conservation area, will be protected. Gardens, fields and other landscape features all make a vital contribution to the conservation area’s “special character or appearance” and should therefore be retained.

Where new buildings are to be allowed, their design should be carefully considered in terms of their context, so that they fit in with their surroundings in terms of scale, density, massing and bulk. Over dominant, cramped development is usually inappropriate in a conservation area.

For Bosham, Sidlesham Quay, Sidlesham Church and West Wittering, new development should follow also the guidance contained within the Village Design Statements.

5 LISTED BUILDINGS

Listed Building Consent is required from the District Council for all alterations or extensions which affect the character of the listed building. The interior, as well as the exterior, of the building is covered by the listing, so changes to such features as fitted cupboards, panelling, staircases and even floorboards all require Consent. The listing description is merely a tool for identification so the exclusion of any particular feature does not mean that it is not “listed”. It is a criminal offence to alter a listed building without having first obtained Consent so owners should always check first with the District Council before commencing work.

6 POSITIVE BUILDINGS

As part of the appraisal process, and as recommended by English Heritage “Positive” buildings have been identified and are marked on the Townscape Appraisal maps for each conservation area. Generally, these are individual or groups of buildings which retain all or a high proportion of their original architectural detailing and which add interest and vitality to the appearance of the conservation area. Most of them date to the 19th century, but some are early 20th century. Where they have been too heavily altered, and restoration is not easily achievable, they are excluded.

As with listed buildings, there is a general presumption in favour of their retention. Any application for the demolition of a positive building will therefore need to be accompanied by a reasoned justification as to why the building cannot be retained, similar to that required for a listed building. The owner must also have made positive efforts to market the building, or to find a suitable new use, before an application can be determined. The District Council may also, as resources permit, consider serving an Article 4 (2) Direction on the positive buildings which are dwellings, to control unsympathetic alterations such as the installation of uPVC windows.

7 ROOFS

In all of Chichester’s conservation areas, but most particularly in the more urban areas, roofs play an important part in contributing to the area’s special character. Their pitch, shape and materials are all important and should not be compromised by the insertion of over-dominant rooflights or dormers. The loss of chimney stacks and chimney pots will be resisted by the District Council, particularly on listed and positive buildings within the conservation area.

Thatch, handmade clay tiles and natural slate are the traditional materials for roofs within the conservation areas. For thatched roofs, the District Council will continue to encourage the use of long straw thatch and traditional details. Historically, long straw would have been sourced from local farmers as a waste product from grain production, and roughly shaped before fixing, often over the top of old thatch. This gave the buildings a

characteristically shaggy outline which the modern “combed wheat reed” roofs tend to lack. Combed wheat reed is also straw, but it is a more processed material which when fixed produces a much flatter, thinner roof than long straw. It has also become usual for the ridges of thatched roofs to be repaired using *raised* ridges, with decorative swirls and crescents, rather than the much simpler but historically more correct *flush* ridge which continued the outside face of the main roof. The use of water reed results in an even greater change of character, as this material is laid in thinner layers, given a crisper, more angled outline, with raised ridges adding to the difference. Organic long straw is now being grown commercially in Kent, so it is possible to source the correct material.

Handmade clay tiles are another material which would have been made locally, but which can still be purchased from brick makers in West Sussex. They are notable for their curved shape, producing a softly undulating roof shape which machine-made tiles, which tend to be almost flat, cannot emulate. Their soft reddish-brown colour is another important local feature. Ridges are created by rounded clay tiles, sometimes crested.

Natural slate was rare in West Sussex before the mid-19th century but its use became almost ubiquitous after the 1840s when slate became more fashionable and also far more affordable due to the coming of the railways. Welsh slate is preferable to imported slate as its colour is a better match for existing roofs and because of tighter quality controls it lasts much longer. Lead flashings, simply detailed (no curves or cut-outs) is traditional with slate.

Cast iron rainwater goods are required on listed buildings, but cast aluminium, which is cheaper and which almost replicates the sections of cast iron, is acceptable on non-listed buildings within the conservation area.

8 FRONT BOUNDARIES AND DRIVEWAYS

Where front gardens exist, and on-street parking is in short supply, there is often a demand for the creation of private parking spaces. In a conservation area, this can be to the detriment of the environment, involving as it does the removal of existing front boundaries

and the creation of hardstandings, often using modern materials such as concrete or tarmacadam. For many of the conservation areas in Chichester District, the front boundary walls, made from a variety of materials - brick, flint, sandstone or limestone - make an important contribution to the character and appearance of the area and they should be retained as far as possible.

Generally, the District Council therefore wishes to discourage private owners from carrying out such alterations. Permission will usually be required from the County Council for the creation of a new crossover onto a public highway, and for listed buildings, Listed Building Consent will be required for the demolition of any existing walls. For non listed buildings in a conservation area, Conservation Area Consent may also be required to demolish a front boundary wall. For the rural conservation areas, new driveways should be covered in a "soft" material, such as gravel or resin-bonded gravel, rather than tarmacadam or concrete blocks or slabs.

Where there is a real threat to the conservation area, the District Council can control the creation of hardstandings and the removal of more minor walls through the imposition of an Article 4 (2) Direction. This can be allied to a Direction to control other unsympathetic changes, such as the installation of uPVC windows or front doors.

9 TREES

Within conservation areas, anyone intending lopping or felling a tree greater than 100 mm diameter at 1.5 metres above the ground, must give the Council six weeks written notice before starting the work. This provides the Council with an opportunity of assessing the tree to see if it makes a positive contribution to the character or appearance of the conservation area, in which case a Tree Preservation Order may be served. This protects the tree from felling or inappropriate lopping. Fruit trees are no longer exempt, although slightly different constraints occur where the tree forms part of a managed forest or is in another agricultural use.

10 SATELLITE DISHES

The rules governing satellite dishes in conservation areas are significantly tighter than outside such areas. These state that the installation of a satellite antenna on any building or structure within the curtilage of a house in a conservation area is only permitted development if the following conditions are met:

For building less than 15metres high

- No more than 2 antennas are installed on the property overall
- The dish does not exceed 100 cm in any dimension (not including any projecting feed element, reinforcing rim, mounting and brackets);
- Where two antennas are installed, one is not more than 100 centimetres in any linear dimension, and the other is not more than 60 centimetres in any linear dimension (not including any projecting feed element, reinforcing rim, mounting and brackets)
- the cubic capacity of each antenna is not more than 35 litres
- No part of it must exceed the highest part of the roof;
- If it is installed on a chimney it is not more than 60 centimetres in any linear dimension and does not stick out above the chimney;
- It is not on a wall or roof slope fronting a highway or footway;

For buildings exceeding 15 metres in height

- No more than 4 antennas are installed on the property overall
- The dish does not exceed 130 cm in any dimension (not including any projecting feed element, reinforcing rim, mounting and brackets)
- If it is installed on a chimney it is not more than 60 centimetres in any linear dimension and does not stick out above the chimney;
- No part of it must exceed the highest part of the roof by more than 300cm;
- It is not on a wall or roof slope fronting a highway or footway;

If you live in a flat these limits apply to the building as a whole and not to each separate flat.

If any of these do not apply, a specific planning application will be required,

and it is unlikely that permission will be granted.

11. SOLAR PANELS AND OTHER RENEWABLE ENERGY INSTALLATIONS

Within conservation areas there are tighter rules on renewable energy installations that can be installed without planning permission.

These are

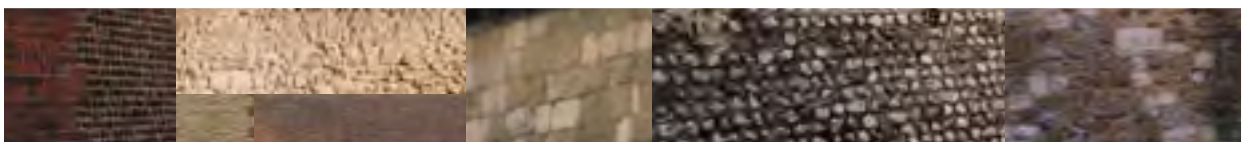
- Planning permission is needed to fix a solar panel to a principal or side elevation visible from a public road or space
- Planning Permission is needed to fix solar panels onto an outbuilding within the curtilage of a dwelling house where it is visible from a street or public place.
- Planning permission is also needed to fix a wind turbine to the roof.
- Free-standing solar arrays within the curtilage of the building must not be visible from a public street or place

It is permitted development to install solar panels on the roof slope even if it is visible from the road, but is only permitted if the following conditions apply.

- **The panel should not extend materially beyond the existing plane of the roof.**
- **Panels on a building should be sited, so far as is practicable, to minimise the effect on the appearance of the building.**
- **They should be sited, so far as is practicable, to minimise the effect on the amenity of the area.**
- **When no longer needed for micro-generation they should be removed as soon as possible.**

APPENDIX 4 BIBLIOGRAPHY

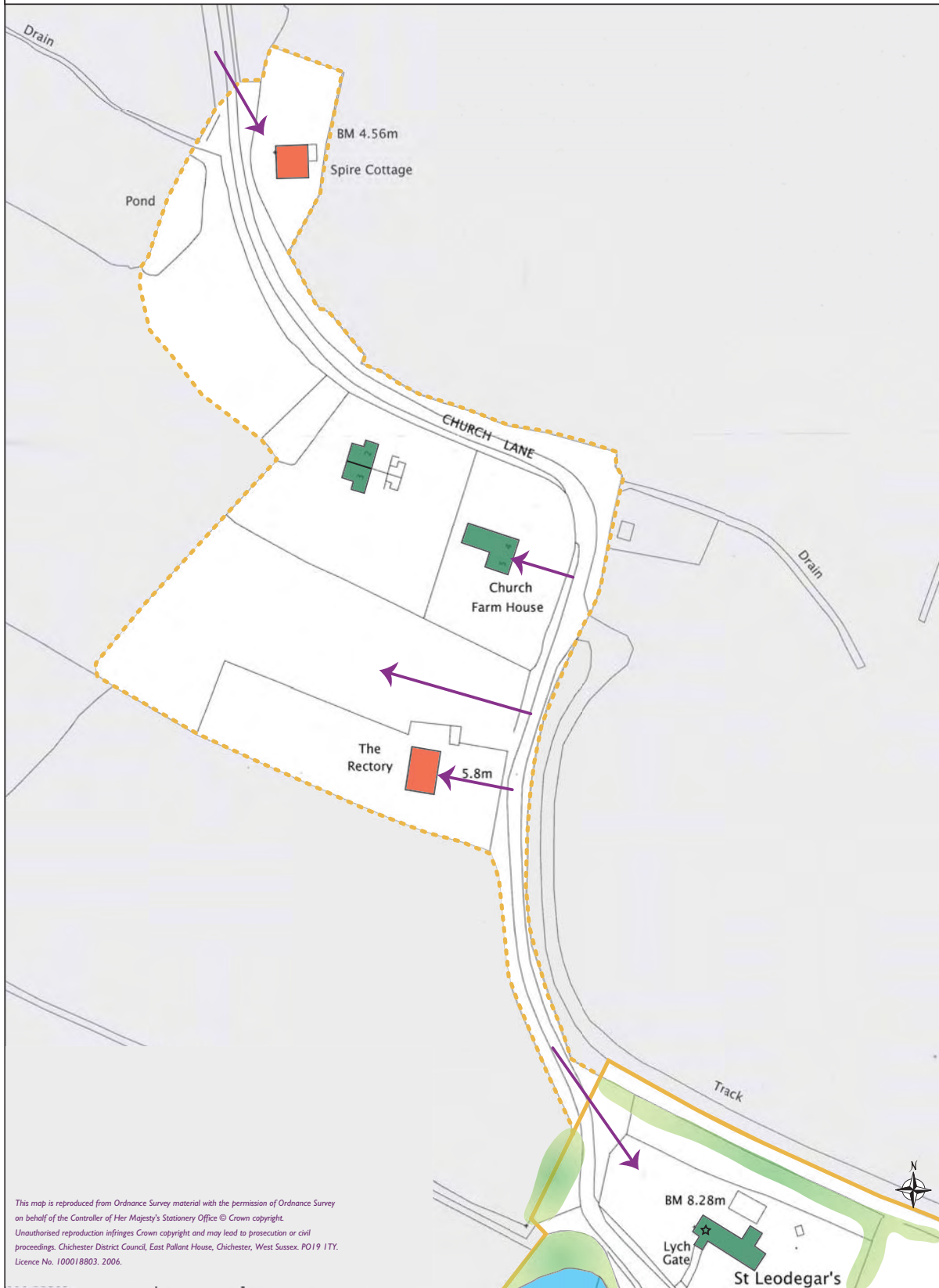
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Hunston Conservation Area

Townscape Analysis Map - proposed extension

(Not to scale)



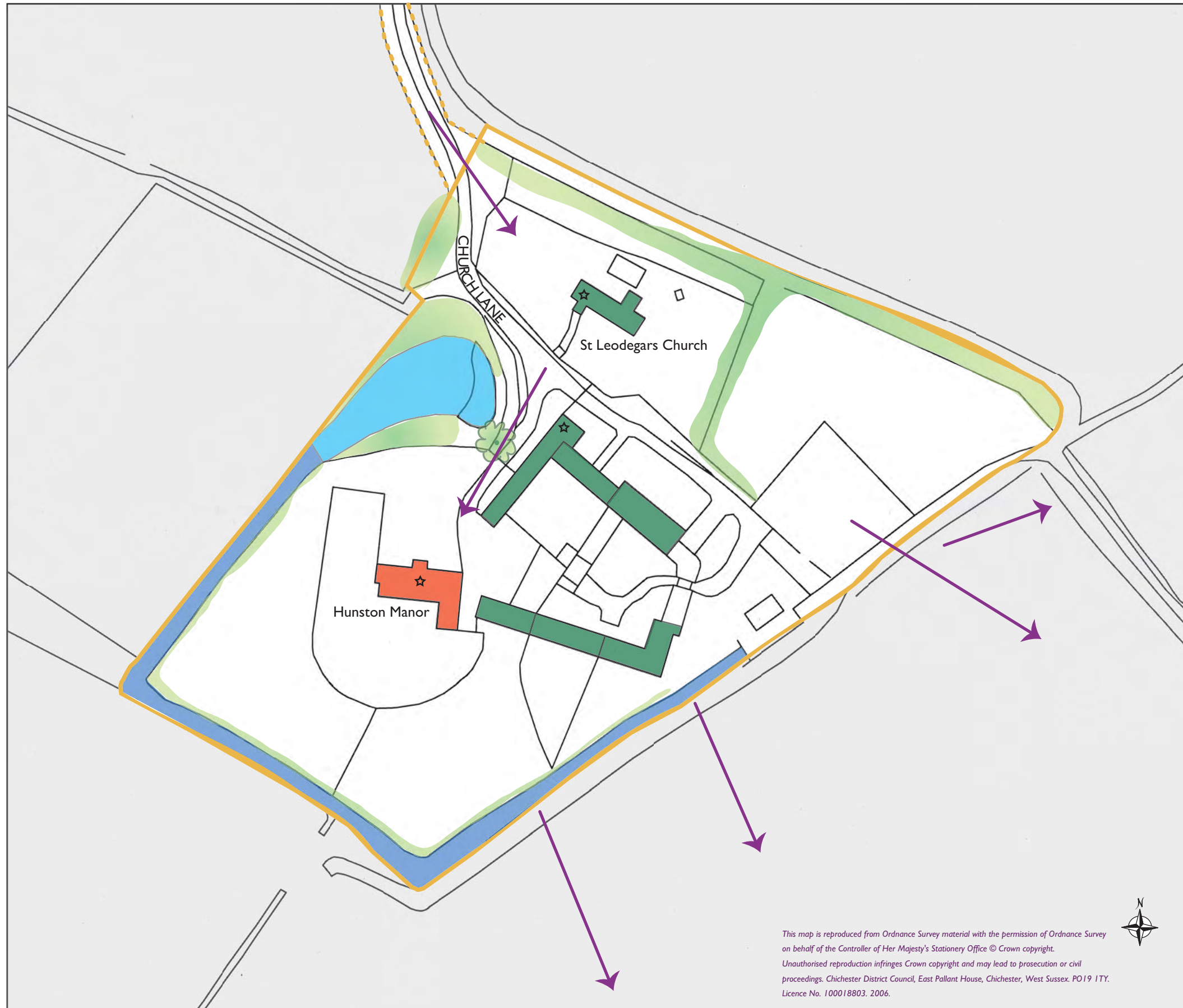
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- | | | | |
|--|--|---|---|
|  Listed buildings |  Important views |  Focal buildings |  Proposed conservation area boundary |
|  Positive buildings |  Significant trees/ tree groups |  Water |  Existing conservation area boundary |

Hunston Conservation Area

Townscape Analysis Map

(Not to scale)



- Listed buildings
- Positive buildings
- Important views
- Significant tree groups
- Significant trees
- Focal buildings
- Existing conservation area boundary
- Proposed conservation area boundary
- Pond
- Overgrown moat

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