

FAREHAM

BOROUGH COUNCIL

AGENDA

STRATEGIC PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND REVIEW PANEL

Date: Tuesday, 5 March 2013

Time: 6:00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor J V Bryant (Chairman)

Councillor T J Howard (Vice-Chairman)

Councillors J M Englefield
J S Forrest
Miss T G Harper
A Mandry
N J Walker

Deputies: P J Davies
D M Whittingham
P W Whittle, JP



1. Apologies for Absence

2. Minutes (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting held on 8 January 2013.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures of Advice or Directions

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

5. Deputations

To receive any deputations of which notice has been lodged.

6. Titchfield Abbey Conservation Area Character Appraisal and Management Strategy - Consultation (Pages 5 - 32)

To consider a report by the Director of Planning and Environment which invites members to consider and support the content of the draft Conservation Area Character Appraisal and Management Strategy for Titchfield Abbey.

7. Final Review of Work Programme for 2012/13 and Draft Programme for 2013/14 (Pages 33 - 54)

To consider a report by the Director of Planning and Environment which invites members to assess the overall progress for the current year and finalise a draft work programme for 2013/14.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
25 February 2013

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FAREHAM BOROUGH
COUNCIL

www.fareham.gov.uk

Minutes of the Strategic Planning and Environment Policy Development and Review Panel

(to be confirmed at the next meeting)

*Minutes of a meeting held on 8 January 2013
at the Civic Offices, Fareham*

PRESENT:

Councillor J V Bryant
(Chairman)

Councillor T J Howard
(Vice-Chairman)

Councillors: J M Englefield, J S Forrest, Miss T G Harper, A Mandry and
N J Walker

Also Present: Councillor K D Evans, Executive Member for Strategic Planning and
Environment

1. APOLOGIES FOR ABSENCE

There were no apologies for absence made at this meeting.

2. MINUTES

It was AGREED that the minutes of the meeting of the Strategic Planning and Environment Policy Development and Review Panel held on 6 November 2012 be confirmed and signed as a correct record ([spe-121106-m](#)).

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised members of the recent changes to the responsibilities of the following officers:-

- (i) The Head of Development Management is now also responsible for the Council's tree services; and

- (ii) The Head of Planning Strategy and Environment is now also responsible for matters relating to the conservation of the built environment, ecology advice and coastal management.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest or disclosures of advice or directions made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. CONSERVATION AREA CHARACTER APPRAISAL PROGRESS REPORT

The Panel considered a report by the Director of Planning and Environment on progress of the Conservation Area Character Appraisal programme (copy of report [spe-130108-r03-mfr](#) circulated with agenda).

The Panel was asked to consider whether it would wish to play a more active role in the conservation area character assessments review process, specifically to have the opportunity to comment on the draft conservation area appraisal document prior to public consultation. The Chairman proposed that it would also be beneficial if Panel members and officers additionally undertook an informal visit to the particular conservation area under review before the draft document is presented to the Panel for comment.

The Conservation Officer referred members to the proposed timetable in paragraph 16 of the report which showed that the next area to be subject to an updated conservation area appraisal is Titchfield Abbey. It was therefore suggested that it would be appropriate for a visit to the site to take place in late February/early March.

It was AGREED that:-

- (a) the contents of the report are noted;
- (b) the revised order for re-appraisal of the conservation area character assessments, shown in paragraph 16 of the report, be approved;
- (c) in future, the comments of the Panel be sought on the draft conservation area appraisals, prior to their public consultation; and
- (d) as part of the review process, arrangements be made for Panel members and officers to undertake an informal visit to the relevant conservation area before the Panel considers the draft appraisal document.

7. TREE STRATEGY ACTION PLAN (ANNUAL UPDATE)

The Panel considered a report by the Director of Planning and Environment on the Tree Strategy Action Plan (copy of report [spe-130108--r01-pjo](#) circulated with agenda). Copies of the Council's [Tree Strategy](#) 2012-2017 (adopted March 2012), referred to in the report and which contained details of the Action Plan, were made available to members at the meeting

The Principal Tree Officer also made a [presentation](#) to members.

It was AGREED that:-

- (a) the Principal Tree Officer be thanked for his informative report and presentation; and
- (b) the Panel endorsed the Tree Strategy Action Plan, contained in the Council's Tree Strategy 2012-2017 document referred to above.

8. COMMUNITY INFRASTRUCTURE LEVY: RECEIPT OF EXAMINER'S REPORT

The Panel considered a report by the Director of Planning and Environment regarding the Examiner's Report on the Draft Charging Schedule for the Community Infrastructure Levy (copy of report [spe-130108-r04-lje](#) circulated with agenda).

The Head of Planning Strategy and Environment reported that the Community Infrastructure Levy Charging Schedule will now be reported and recommended for adoption by Full Council, following prior consideration by the Council's Executive.

It was AGREED that the conclusions of the Examiner to the effect that the Fareham Borough Council Community Infrastructure Levy Charging Schedule satisfies the requirements of Section 212 of the 2008 Act and meets the criteria for viability in the 2010 Regulations (as amended 2011) and should therefore be approved, be noted.

9. PRELIMINARY OVERALL REVIEW OF THE WORK PROGRAMME FOR 2012/13 AND DRAFT WORK PROGRAMME FOR 2013/14

The Panel considered a report by the Director of Planning and Environment which reviewed the Panel's existing work programme for the current year and gave preliminary consideration to a draft Work Programme for 2013/14 (copy of report [spe-130108-r02-rjo](#)- circulated with agenda).

The Director of Planning and Environment proposed that a report on the next programmed Conservation Area Character Appraisal to be undertaken, (Titchfield Abbey), be included in the work programme for the meeting on 5

March 2013. Members were also invited to put forward any other items for consideration at the March meeting.

With regard to the two unallocated items on the 2012/13 work programme, the Panel was advised as follows:-

- (i) Coastal Management briefings by the Eastern Solent Coastal Partnership - members will be informed at the Panel meeting on 5 March 2013 of the programme proposed for these briefings; and
- (ii) Evaluation of the performance of Wallington flood prevention scheme - a briefing on this matter will be included in the work programme for 2013/14.

Reference was made to paragraph 12 of the report relating to the proposed draft work programme for 2013/14. It was suggested that the Panel be provided with details of the Executive work programme for the next municipal year, in order that members could have an opportunity to select items which they wished to consider and comment on before the matter was reported to the Executive.

It was AGREED that :-

- (a) subject to the addition of a report on the Titchfield Abbey Conservation Area Character Appraisal to the work programme for the meeting on 5 March 2013, the items for the remainder of 2012/13, as set out in Appendix A to this report be approved;
- (b) a copy of the Executive work programme showing items scheduled for 2013/14 be attached to the Panel's next work programme report to assist members in giving further consideration to the draft programme for 2013/14; and
- (c) progress on actions since the last Panel meeting, as set out in Appendix B to the report; be noted.

(The meeting started at 6:00pm
and ended at 7.45pm)

**Report to
Strategic Planning and Environment Policy
Development and Review Panel**

Date: **5 March 2013**

Report of: **Director of Planning and Environment**

Subject: **TITCHFIELD ABBEY CONSERVATION AREA CHARACTER
APPRAISAL & MANAGEMENT STRATEGY- CONSULTATION**

SUMMARY

A draft Conservation Area Character Appraisal and Management Strategy has been prepared for Titchfield Abbey Conservation Area. It is proposed that the document is subject to public consultation in March /April.

RECOMMENDATION

The Panel are invited to consider and support the content of the draft document and the proposed arrangements for public consultation.

INTRODUCTION

1. At its last meeting the Panel agreed the revised order for re-appraisal of the conservation area character assessments. In accordance with that timetable, a draft conservation area character appraisal and management strategy has now been prepared for Titchfield Abbey Conservation Area. The draft document is attached at appendix A.
2. In order to make informed decisions about development that affects the character of a conservation area it is essential to have a clear understanding of its heritage significance in an up to date character appraisal document. Following public consultation the document will be adopted as evidence in support of the saved policies of the Fareham Borough Local Plan Review and the emerging policies of the Fareham Local Plan and will be a material consideration in the determination of planning applications.

TITCHFIELD ABBEY CONSERVATION AREA

3. Titchfield Abbey Conservation Area was designated in 1994. It comprises the section of the Meon Valley that lies between the A27 just north of Titchfield Village and the railway line from Fareham to Southampton. This stretch of the valley has considerable architectural and historic interest and its landscape provides a setting for a number of important scheduled ancient monuments and listed buildings.
4. The ruins of Titchfield Abbey (Place House) sit at the centre of the conservation area on the valley floor. The abbey, with its medieval fishponds, is a scheduled ancient monument and sits at the centre of a group of important pre- dissolution historic buildings. These include the grade 1 listed monastic barn at Fernhill Farm, Place House Cottage and Stony Bridge (also a scheduled ancient monument). The management strategy identifies the procedures that are in place to control development and manage change and also identifies a number of opportunities for enhancement which are set out in the document.

KEY CHANGES TO THE APPRAISAL DOCUMENT

5. The conservation area character appraisal identifies the qualities of the Titchfield Abbey Conservation Area that give it heritage significance. It has been updated, in line with current English Heritage guidance, to include a management strategy that sets out the Council's approach to the area's conservation.
6. Other changes include;
 - updates of historic building detail to reflect recent dendrochronology and scheduling alteration
 - update of references to current policy and national planning guidance
 - more detailed assessment of landscape and views
 - updated maps with greater detail
 - additional suggestions for opportunities for enhancement
 - current status of buildings at risk

PUBLIC CONSULTATION

7. Public consultation is proposed for 4 weeks from late March into April. This will comprise;
 - (a) A notification letter, setting out how to obtain a copy of the draft document and how to respond, sent to properties within the conservation area boundary and to local amenity societies, statutory undertakers and other relevant bodies including English Heritage and Hampshire County Council.
 - (b) Site notices will also be placed on roads and footpaths in the conservation area.
 - (c) Details of the consultation will be put on the Council's website including the ability to download the draft document and to submit comments electronically.
 - (d) A display will be located in a local venue where documents and comment sheets will be available to take away. It is anticipated that this will be located in the Titchfield Community Centre and be periodically manned by an officer of the Council for a number of advertised morning, afternoon and evening sessions to help with enquiries.
8. Following consultation the responses received will be analysed and a report prepared for the Council's Executive. The report will set out the comments received, recommend any changes to the draft document that are considered appropriate and also its adoption.

RISK ASSESSMENT

9. There are no significant risk considerations in relation to this report.

CONCLUSION

10. The Panel are invited to consider and support the content of the draft document and the proposed arrangements for public consultation.

Appendix A: [Draft Titchfield Abbey Conservation Area Character Appraisal and Management Strategy](#)

Background Papers: Titchfield Abbey Conservation Area Character Assessment (2003)

Reference Papers: None

Enquiries:

For further information on this report please contact Mike Franklin, Conservation Officer.
(Ext 2380)

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FAREHAM

BOROUGH COUNCIL

Conservation Area Appraisal And Management Strategy



Titchfield Abbey

Consultation Draft
(March 2013)

INTRODUCTION	2
CHARACTER APPRAISAL	3
Location	3
Historic Development	3
Landscape, Setting and Views	7
Archaeological Significance.....	10
Scheduled Ancient Monuments and Listed Buildings	11
Architecture & Building Materials	13
Trees and Planting	14
Key Features to preserve and enhance.....	15
MANAGEMENT STRATEGY	16
Conservation Area Management.....	16
The Management of Development	16
Article 4 Direction.....	17
Monitoring.....	17
Buildings at Risk	18
Boundary Review	18
Additions to the Local List	19
Opportunities for Enhancement.....	19
Resources	19
Contacts:.....	20

INTRODUCTION

- 1.1 Fareham Borough Council has designated 13 conservation areas that are considered to be of special architectural or historic interest. They have been selected because each one has a character or appearance which it is desirable to preserve or enhance.
- 1.2 The character appraisal;
- identifies the special character that justifies conservation area status
 - provides evidence to inform decision making affecting the character or appearance of a conservation area
- 1.3 The management strategy
- sets out how the council aims to preserve or enhance the character and appearance of the conservation area
 - identifies the procedures currently in place to manage change and proposes additional measures where considered appropriate
 - identifies potential for enhancement

Conservation Areas in the Borough of Fareham

- 1 Warsash
- 2 Swanwick Shore
- 3 Sarisbury Green
- 4 Hook
- 5 Titchfield Abbey
- 6 Titchfield
- 7 Catisfield
- 8 Osborn Road
- 9 Fareham High Street
- 10 Wallington
- 11 Town Quay
- 12 Cams Hall
- 13 Portchester (Castle Street)

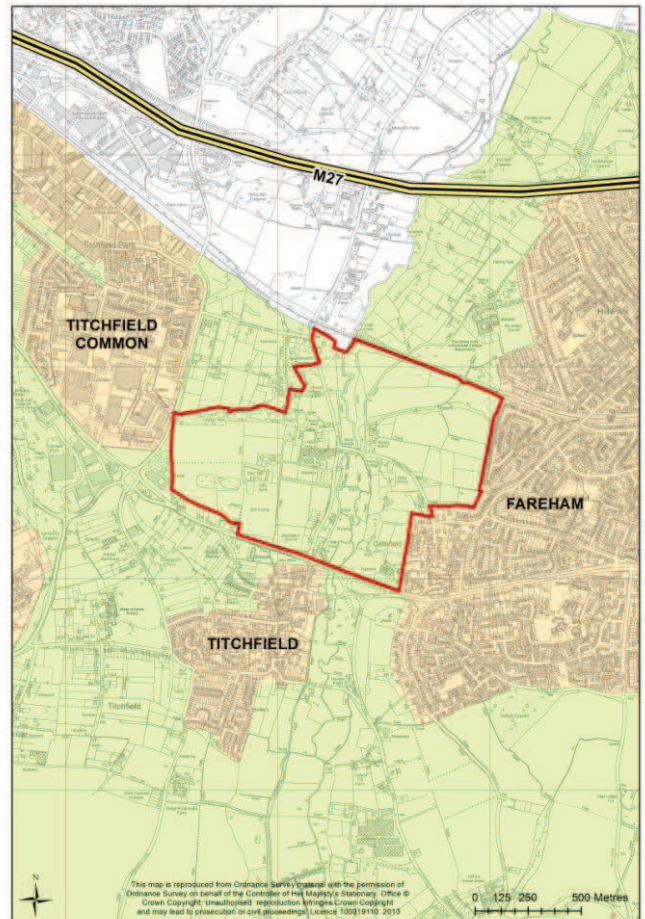


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CHARACTER APPRAISAL

2 LOCATION

- 2.1 Titchfield Abbey Conservation Area was designated in 1994. It includes part of the Meon Valley, between the A27 north of Titchfield Village and the railway line from Fareham to Southampton. This part of the Meon Valley has considerable architectural and historic interest and provides a setting for a number of important scheduled ancient monuments and listed buildings. The extent of the conservation area boundary is shown on the map on page 22.
- 2.2 The conservation area is rich in architectural and historic interest. The ruin of Titchfield Abbey (Place House) sits at its centre on the valley floor (pictured below) and is a landmark visible from many viewpoints. The Abbey, a scheduled ancient monument that includes the surviving medieval fishponds to the west, lies at the centre of a group of important pre- dissolution historic buildings. These comprise the Monastic Barn at Fernhill Farm, Stony Bridge (also a scheduled ancient monument) and 1 Place House Cottages. Other listed buildings consolidate the group, including Abbey Cottage, Place House Cottages and the Fisherman's Rest Public House (formerly the Railway Inn) at the junction of Fishers Hill and Mill Lane. To the south the Mill and Mill House are prominent, the former in particular due to its imposing scale. The heritage assets in the conservation area are marked on the map on page 22.



Location of Titchfield Abbey Conservation Area



Titchfield Abbey

3 HISTORIC DEVELOPMENT

- 3.1 This stretch of the Meon valley has a long documented history beginning with the foundation of the Abbey of St Mary and St John the Evangelist in 1232. The Abbey, granted by Henry III, was founded by Peter des Roches (Bishop of Winchester), and was the second of two Abbeys of the Premonstratensian order that he founded in England, the first was at Halesowen in Worcestershire. The order, founded in 1121 by St Norbert (Archbishop of Magdeburg) at Premontre in Picardy, had spread to England

by 1140 and Titchfield was the last of 33 houses to be established. The order dressed in white to distinguish themselves from the black attire of the Augustinians and became known as the White Canons.

- 3.2 The Abbey existed for just over 300 years and comprised 15 manors, containing 60 villages and hamlets with 500 tenants. It was ruled by a succession of 20 Abbots, and details of its activities were documented in its records. The Abbey established 3 farms, 'Great Posbrooke', 'Rectory Barton' and 'Lee'. The buildings associated with the first of these remain, south of Titchfield Village, the second is thought to be the modern Fernhill and the third possibly Carron Row. These provided the Abbey with 1000 acres of arable land and 1500 sheep. A deer park was also located adjacent to the abbey.
- 3.3 The Abbey had a number of Royal visitors. Following their marriage at Southwick in 1445 Henry VI and Margaret of Anjou journeyed to Titchfield to continue their wedding celebrations at the Abbey. Their route crossed Stony Bridge, which is sometimes referred to as 'Anjou Bridge'. Richard II also visited the Abbey as did Henry V on his way to the French Wars.
- 3.4 A series of fishponds provided a food source to the west of the abbey and were arranged in a series running down the valley side and draining into the Meon. These survive and are included as part of the Scheduled Ancient Monument. A feeder stream was constructed to allow the lower one to be filled separately from the upper four which could all be drained independently. After the dissolution the Wriothesley family continued their use for the commercial production of carp.
- 3.5 Titchfield Abbey surrendered to the dissolution in 1537, most of its possessions having been promised to Thomas Wriothesley. Wriothesley, a loyal servant of King Henry VIII and an aid Thomas Cromwell one of the architects of the dissolution, since 1524. He benefited more than most from the disposal of monastic land in Hampshire acquiring 27 former monastic manors. The King granted him Titchfield Abbey in recognition of his 'good true and faithful service'. One quarter of all the monastic manorial properties given or sold by the crown between 1536-8 fell into his ownership and his loyalty to the crown was richly rewarded in the King's will. Thomas Wriothesley followed Thomas Cromwell as secretary to the King and was knighted in 1540. In 1544 he was appointed Lord High Chancellor of England. He was Constable of both Southampton and Portchester Castles, became Baron of Titchfield in 1544 and The 1st Earl of Southampton in 1547.



Place House in 1733

- 3.6 Having acquired the Abbey in 1537, he converted the monastic building into a fortified mansion and the resulting 'Place House' was to become the family seat for four generations. The surviving ruins comprise a mixture of the former medieval Abbey and Wriothesley's subsequent alterations and additions. The monastic Frater (refectory) was retained as a hall and the cloisters were converted into a courtyard. A large gatehouse was inserted half way along the nave of the church, the remainder of which was converted into domestic apartments, and the alterations included an eastward extension to the chancel. The house and other buildings necessary for the functioning of such a high status household were adjacent to a deer park. An early seventeenth century map of Titchfield shows this as an enclosure called "The Purrycke" with Place House in its topographic setting surrounded by the deer park, fishponds, mill and "dogge Kennell" (see map below).
- 3.7 Thomas Wriothesley died in 1550 and the house passed to his five year old son Henry, the second earl. Edward VI was entertained at Place House in 1552 and Queen Elizabeth I visited the mansion in 1569. The second earl died in 1581 leaving £1000 for his funeral and £1000 for a family monument in St Peter's church, Titchfield (which can still be seen today) as well as further money for church alterations.
- 3.8 Henry, the third Earl invested in the economy of Titchfield village, reviving the local woollen industry and providing a market hall in the square. He is perhaps best known as a patron of Shakespeare. In 1611 the Earl completed reclamation of tidal land in the valley and the construction of what is believed to be one of the earliest canals in the country to retain a link from the village to the sea.
- 3.9 The fourth Earl, a royalist, entertained Charles I and Queen Henrietta Maria at Place House in 1625. In 1647 Charles I fled to Place House from London where he was apprehended before escaping to Carisbrook on the Isle of Wight, where he was finally captured.
- 3.10 When the 4th Earl died, Titchfield estate passed to his eldest daughter Elizabeth. On her death in 1680 it passed to her husband and when he died in 1689 to their son, whose two daughters inherited it upon the death of their mother in 1704. The daughters married the 1st Duke of Portland and the 2nd Duke of Beaufort. In due course the 5th Duke of Beaufort acquired both halves of the property and sold the estate to Peter Delme in 1742. In 1781 the Delmes partially demolished the building and re-used materials from it for the enlargement of their new Fareham residence, Cams Hall.



Titchfield Estate Map 1610



Speed's Map of Hampshire, 1611

- 3.11 The alignment of roads in the conservation area has changed little from early maps, particularly the Titchfield estate map of 1610 (see page 5), with Mill Lane and Fishers Hill still following their historic alignment. Mill Lane leads north from the village along the valley floor and Fishers Hill climbs the eastern valley side to Catisfield from the junction opposite the Abbey.
- 3.12 Prior to the construction of the Turnpike in 1811, Mill Lane and Fishers Hill comprised the northern route from Titchfield to Fareham, crossing the river at Stony Bridge and climbing the valley side to Catisfield. The continuity of this historic route has been severed by the Titchfield Bypass (A27) and other modern road alterations, but it and links from the village to the Abbey are evident on older maps. Footpath no.43 leaves the village as a northern continuation of the High Street, passing Old Lodge before crossing the A27; it can be seen on the 1610 estate map (see page 5) heading towards Place House. Another old path, also shown on the map, is bridleway no.82 which leads north from Fishers Hill, close to Stony Bridge. This bridleway climbs the valley side turning north east towards Henry Cort School. All the public rights of way are marked on the map on page 21.
- 3.13 The parkland that surrounded Place House can be seen marked on Speed's map of 1611 as well as the estate map of 1610 (see page 5). The latter marks land on the eastern side of the river as Fareham Park. The two maps below maps show the conservation area in the late C19 and the early C20 and the relatively small amount of change that there has been within the boundary of the conservation area north of Titchfield Village.



Ordnance Survey
1870



Ordnance
Survey 1940

4 LANDSCAPE, SETTING AND VIEWS

- 4.1 The landscape and topography of the valley is important to the character and appearance of the conservation area and provides a setting and a historic context for the scheduled monuments and listed buildings within its boundary. The boundary includes the valley sides that rise to the east and west and their natural slope contributes to its rural character and the setting of the historic buildings. The essential character of the landscape is of undeveloped open countryside with groups and belts of trees on the valley sides and on the valley floor.
- 4.2 The medieval Titchfield Abbey, and associated ruins and fishponds, the grade I listed monastic barn at Fernhill Farm, Fernhill farmhouse (possibly medieval in date) and Place House Cottages form a group in the landscape on the western side of the valley and the valley floor. Historically the buildings were visually and functionally linked and remain intervisible in the open landscape today as they have done for hundreds of years, relying for their setting upon the surviving woods and open countryside that allows important views of them both individually and as a group.
- 4.3 The open character of the landscape allows important long distance views from high ground across the valley, from the valley floor up the slopes and along the valley floor, including south to Titchfield village. The top of the valley sides appear undeveloped in longer views despite the close proximity of the built up areas of Fareham and Locks Heath. Overall character remains one of unspoilt countryside that provides a backdrop for the historic

buildings. Apart from a small group of buildings north and west of Titchfield Mill and the garden centre immediately south of the abbey, there is little intrusion from modern development.

- 4.4 The open character of the valley is also important to the setting of Titchfield village, also a conservation area, and vice- versa. The open land contrasts with the closely built streets of the village, defining its historic character as a settlement set in the rural landscape of the valley. Important views of the village, including its church spire, looking south from within conservation area are a reminder of the links between the historic village and the monastic abbey.
- 4.5 The rural character of the landscape has been protected from inappropriate development through conservation area, countryside and strategic gap designation. This has maintained the separate identity of settlements and preserved the open and rural character of the valley and the setting of the historic buildings. However, the rural character of the valley is vulnerable to change and further urban encroachment, urbanisation or change to the natural landform would harm its integrity and the setting of the historic buildings. The edges of the conservation area although treed are weak in places and commercial and residential development is noticeable through the boundary trees.
- 4.6 With the exception of the southern part of Mill Lane that has kerb edging and a footpath, Fishers Hill and Mill Lane have the character of rural lanes, the lack of kerbs and pavements contributing to their character. Fishers Hill descends the valley side from Catisfield, the trees and hedges along its edges and the open land on either side help define its rural character. The enclosing wall and gates of the abbey grounds is a prominent and important feature adjacent to the road opposite its junction with Mill Lane. The northern section of Mill Lane affords important views of the landscape and the river from the valley floor. The medieval barn at Segensworth House is a prominent feature beside the road at its northern end. The rural nature of the roads is important to the integrity of the landscape and the rural character and appearance of the conservation area; further urbanisation would be harmful.



Titchfield Abbey and Barn in the landscape viewed from the south



View from footpath 41 (view 1)



Footpath 84

4.7 The rural landscape of the conservation area and historic buildings in their setting can be appreciated in many important views from a number of public rights of way that descend and cross the conservation area both on the western valley slope and on the eastern side of the river. Particularly important views are set out below and are marked on the map on page 21.

1. Views across the valley of its eastern slopes from footpath 41, including views of the historic buildings which are increasingly evident on descent of the valley side (see photo above).
2. Views across the valley from the permissive footpath south of Henry Cort School of the historic buildings in the landscape, the rural western valley slopes and south to Titchfield village.
3. Views of the western side of the valley from Southampton Road west of Ranvilles Lane.
4. Views north across the open landscape including the historic buildings from the southern boundary of the conservation area and the A27 and east and west from footpath 43.
5. Views of the abbey and the monastic barn in the landscape from Mill Lane.
6. Views of the river valley and the abbey from footpath 84.
7. Views of Titchfield village looking south from the conservation area.
8. Views from Fishers hill across the valley looking west.
9. Views of the valley north and south from Stony Bridge, including of Titchfield Church Spire.
10. Views of the river, valley floor and the eastern valley side north of Fishers hill from Mill Lane.

4.8 Landscape Assessment

4.9 Hampshire County Council's Integrated Landscape Assessment (2010) replaces the previous assessment 'Hampshire Landscape: A Strategy for the Future (2000)' and compliments existing district and borough landscape assessments. The assessment defines a set of landscape types and identifies a number of different landscape character areas. The key qualities of each character area including biodiversity, historic and visual characteristics are identified and in addition, forces for change, threats and opportunities are assessed for each

area. The Titchfield Abbey Conservation Area falls within the 'Meon Valley Character Area' and its landscape types are defined as 'River Valley Floor' and 'Lowland Mosaic, Medium Scale'. A detailed explanation of landscape types can be found on the Hampshire County Council Website at <http://www3.hants.gov.uk/landscape-and-heritage/hampshire-integrated-character-assessment.htm>. The assessment recognises the importance of the mid medieval abbey and its remnant medieval landscape of the deer park and fishponds. Undeveloped valley slopes are identified as a key feature. Threats to the Meon Valley Character Area are identified as; development creeping up the valley sides, vulnerability of the valley crests, urban fringe related management changes and proliferation of formal amenity areas.



View of Titchfield Abbey from footpath 84 (view 3)

- 4.10 Fareham Borough Council Landscape Assessment was undertaken in 1996. The study provides an appraisal of the landscape resources of the borough and is used to inform planning decisions. It defines the Meon Valley as a distinct character area; a valley landform characterised by small scale pasture and variable tree cover. The assessment acknowledges the historically important complex of buildings, landscape and fishponds at Titchfield Abbey as former park and historic landscape and identifies enhancement of the historic landscape setting of the abbey as a priority. Existing garden centre and horticultural uses are seen to detract from its setting.

Historic Landscape Character Assessment

- 4.11 The Historic Landscape Assessment (HLA) is a countywide study undertaken to identify and understand the historic development of today's landscape, it has identified over 80 Historic Landscape types.
- 4.12 The landscape types that have been identified for the land included within Titchfield Abbey Conservation Area include pre-1810 parkland, valley floor with fields, small parliamentary enclosures and recent scattered settlement. Further detailed information relating to the historic landscape assessment, including charts and maps, can be accessed on the Hampshire County Council web site at <http://www3.hants.gov.uk/landscape-and-heritage/historic-environment/historic-landscape.htm>.

5 ARCHAEOLOGICAL SIGNIFICANCE

- 5.1 Titchfield Abbey, including the medieval fishponds, is designated as a Scheduled Ancient Monument. Land on the western valley slope is designated as a site of national importance and on the eastern side of the valley north of Fishers Hill as land of archaeological significance. An uncommon and significant concentration of archaeology dating to the Late Iron Age/ Early Romano-British Period has been found on land on the western slope of the valley. These designations are shown on the map on page ? Further detailed information concerning the archaeology of the area can be obtained from Hampshire County Council.

6 SCHEDULED ANCIENT MONUMENTS AND LISTED BUILDINGS

6.1 The conservation area includes 11 entries in the Statutory List of Buildings of Special Architectural or historic Interest and two scheduled ancient monuments. The designated assets within the conservation area boundary are marked on the map on page?

6.2 The Scheduled Ancient Monuments and Listed Buildings are listed below and further detailed information is included in the following paragraphs;

- Titchfield Abbey and fishponds (Scheduled Ancient Monument)
- Stony Bridge (Scheduled Ancient Monument & Listed Building (Grade II)
- Monastic Barn of Titchfield Abbey at Fernhill Farm (Grade I)
- Abbey Cottage (Grade II)
- No. 1 Place House Cottages (Grade II)
- No's 2 and 3 Place House Cottages and garden boundary wall (Grade II)
- Fern Hill Farmhouse (Grade (II)
- Barn at Carron Row Farm (Grade II)
- Titchfield Mill and Mill House (grade II)
- The Fisherman's Rest (Grade II)
- Segensworth House (Grade II)
- Barn at Segensworth House (Grade II)

6.3 Titchfield Abbey is a fine example of a Premonstratensian abbey and a Scheduled Ancient Monument which is managed by English Heritage. The layout of the monastic buildings has been identified through excavation and surviving structures show the scale and importance of the monastic buildings. The Abbey ruins include surviving examples of medieval encaustic tiles. Four fishponds, which step down the valley side and connect to the River Meon are included as part of the scheduled monument, they are evidence of water management and show the importance of fish to the monastic community. The Abbot of Titchfield had a deer park adjacent to the abbey. The surviving building also shows the conversion of the abbey to secular use after the dissolution. The abbey is surrounded by a C16 boundary wall prominent from Mill Lane. To the west, outside the boundary wall are the remains of the north gable and west wall of a C16 stone building. Together with, the grade I listed monastic barn and Stony Bridge it is one of an important group of historic buildings.



Place House (Titchfield Abbey)



The Monastic Abbey Barn

6.4 The Monastic Barn of Titchfield Abbey is a

medieval timber framed aisled building with a hipped tiled roof. It was constructed to centralise grain storage for the abbey estate. Its grade I listing reflects that nationally it is one of the few surviving great medieval abbey barns in terms of its fabric and monumental proportions and that its structural construction and craftsmanship is of exceptional interest. Grade I buildings are considered to be of 'exceptional interest' and represent only 2.5% of all listed buildings. The building measures 50m long by 15m wide and consists of eight bays with two hipped wagon entrances on the east side opposite two later double planked door entrances to the west. The building is constructed of oak, limestone, tile and brick. The front and north end are weather boarded and the west and south constructed of limestone block and brick, which replaced earlier timber framing following the dissolution and in the late C18/ early C19. The interior has quite unusual timber framing that uses false hammer beams, under rafters and short king posts. The felling date of its main timbers has been identified using dendrochronology, as between 1407/9; the porch is a later addition of 1560. The barn is the only surviving monastic agricultural building at Titchfield.



Place House Cottages



The Fisherman's Rest



- 6.5 Stony Bridge is a scheduled ancient monument and a grade II listed building that spans the river Meon linking Fishers Hill to Mill Lane. A datestone of 1625 is now too worn to be decipherable. The stone bridge is largely post-medieval in date but with medieval fabric, spanning, it is also known as the Anjou Bridge, and is associated with the marriage of Henry VI and Margaret of Anjou in 1445. Stony Bridge is situated about 100m east of the abbey and replaces a bridge built by the monks in the 14th century, probably made of stone piers with a wooden parapet. The bridge was rebuilt in stone during the 17th century at the time of the 3rd Earl of Southampton and is constructed of roughly coursed stone comprising two arches, its remains provide evidence of its two construction phases during the 14th and 17th centuries and its association with Titchfield Abbey and the later Place House adds to its significance. It adds to the understanding of historic routes and connection of settlements

in the area in the medieval and post-medieval periods. Underneath the bridge and its abutments will be valuable evidence of the history of the site.

- 6.6 Fern Hill Farmhouse is a Grade II Listed building to the west of the barn. It comprises a timber framed bay, possibly of a medieval hall house, that abuts a two storey stone cross wing with red brick dressings, it has later C19 additions to the west. A date stone of 1689 is incorporated in one of its walls.
- 6.7 North of Place House the conservation area contains two grade II listed barns. The barn at Carron Row Farm dates from the C17th or early C18th but may be earlier. The barn at Segensworth House was dated using dendrochronology in 2008 and dates from the mid C15. It is thought to have been a stock shelter of some form, probably a stable, the revised date of the building confirms it as a pre-dissolution structure. Segensworth House dates from the C18/ early C19th and its origins are not known; it is also listed Grade II.
- 6.8 The timbers of 1 Place House Cottages, to the east of Mill Lane, have been given a felling date of 1447/8 using dendrochronology. This pre-dates the dissolution of the Abbey in 1537. Evidence suggests that the building was a grammar school by 1542 and it is likely that it was the monastic school of the Abbey. It is therefore an important survival. Nos 2 and 3 Place House Cottages, also listed buildings, date from the late C17, or possibly earlier.
- 6.9 Other structures in the group around Place House include Abbey Cottage, a Grade II listed building, which has a C16/C17th core, extended and remodelled in the late C19th/ early C20th. The Grade II listed Fisherman's Rest public house is prominently sited at the junction of Fishers Hill and Mill Lane. It has four C18th bays in red brick with grey headers laid in a chequered Flemish bond. The building has a C19th bay in red brick to the north. Half way up Fishers Hill on the north side is a terrace of C18 Grade II listed cottages. They are constructed of local red brick and tile hung on the front elevation.
- 6.10 To the south, Titchfield Mill with its two iron water wheels and the Mill House are both Grade II listed buildings. These were on the northern extremity of the village and are now severed from it by the Fareham-Southampton Road (A27). The Mill, dated 1830 on an iron plate above the wheel, is a red brick building of five storeys with a slate double mansard roof. The Mill House, attached to the west side of the Mill, completes this historic group, which has recently been converted to a pub.

7 ARCHITECTURE & BUILDING MATERIALS

- 7.1 The older buildings in the conservation area are characteristic of rural vernacular buildings found in this part of Hampshire and include examples of building types from the medieval period onwards. Both oak timber framing, the principal building material of rural Hampshire in the middle ages, and local red brick, which became widespread in the early eighteenth century, are in evidence. By contrast, the masonry used in the conversion of the abbey into Place House includes Caen limestone from France, which was imported for the construction of many high status buildings in the county in the Middle Ages.
- 7.2 The local red brick was laid in a variety of bonds, some of which were decorative, sometimes using the distinctive locally made blue/ grey headers which can be seen forming a chequered Flemish bond on the front elevation of the Fisherman's Rest.
- 7.3 Red clay tiles with a characteristic double camber, which gradually superseded the use of thatch, are the predominant roofing material. Place House Cottage and Abbey Cottage both have crested clay ridge tiles. By contrast Titchfield Mill is roofed in natural slate, which became widely available in the nineteenth century. The presence of chimneys is an important

characteristic of the older buildings. Timber is the predominant material used in the construction of windows, traditionally in the form of either side opening flush casements or vertical sliding sashes. The continued use of traditional forms of fenestration is important to the character and appearance of the conservation area.



- 7.4 The local materials, building styles and architectural details that contribute to character found in the conservation area are important to its architectural and historic character and should be retained. The use of appropriate materials and design in new development is essential in order to preserve the character and appearance of the conservation area.



8 TREES AND PLANTING

- 8.1 The existence of a large number of trees, individually and in groups, makes a vital contribution to the rural character of the conservation area. There are some significant groups of trees, such as Carron Row, which runs west up the valley side from the historic fishponds, others follow the field boundaries, the river, the railway line and the roads. Important trees act as a buffer from the adjacent urban areas. All the trees in the conservation area are protected. There are numerous hedges and other planting throughout the conservation area that contributes to character.



Trees and planting on the western valley floor

9 KEY FEATURES TO PRESERVE AND ENHANCE

- The topography and character of the landscape of the Meon Valley.
- The architectural and historic interest and setting of the listed buildings .
- The special interest and setting of the scheduled ancient monuments.
- The important views and intervisibility of the abbey, the monastic barn and other historic buildings in their landscape setting.
- The archaeological interest of the valley.
- The informal rural character of the roads in the conservation area.
- The footpaths and rights of way that provide public access to the landscape.
- Trees and other planting of importance to the landscape character of the valley and the setting of the historic buildings.

10 MANAGEMENT STRATEGY

11 CONSERVATION AREA MANAGEMENT

11.1 The management strategy sets out the Council's approach for preservation and or enhancement of the character and appearance of the conservation area. It sets out the procedures currently in place to manage change and proposes additional measures and opportunities for enhancement. The strategy also identifies other measures such as additions to the local list, boundary review and monitoring.

12 THE MANAGEMENT OF DEVELOPMENT

National Legislation and Guidance

12.1 In exercising its powers under the Planning (Listed Buildings and Conservation Areas) Act 1990 Act the local planning authority will pay special attention to the desirability of preserving or enhancing the character or appearance of a conservation area and the management of development, including changes of use, is a key function in delivering this statutory duty. The provisions of the Planning (Listed Buildings and Conservation Areas) Act 1990 that relate to the control of listed buildings, through the listed building consent procedure, and the management of trees are also important in preserving the character or appearance of the conservation area. Current government guidance concerning conservation areas, which are designated heritage assets, can be found in The National Planning Policy Framework.

Current Local Planning Policy

12.2 The council will apply policies contained in the local plan to preserve or enhance the character and appearance of conservation areas in considering development proposals

12.3 The Fareham Borough Local Plan will consist of three parts;

- Local Plan 1: Core Strategy (adopted August 2011)
- Local Plan 2: Development Sites and Policies Plan (in preparation)
- Local Plan 3: New Community North of Fareham Plan (in preparation)

12.4 It will eventually replace the Fareham Borough Local Plan Review (June 2000).The boundaries of the conservation areas are included on the local plan proposals map.

12.5 A number of the policies in the Fareham Borough Local Plan Review (June 2000) that relate to the historic environment have been 'saved'^[1] and in time will be replaced by the new policies of the Fareham Borough Local Plan. The Fareham Borough Local Plan 1: Core Strategy was adopted by the Council in August 2011, Policy CS17 'High Quality Design' includes development affecting heritage assets. Appendix 1 of the document sets out the policies of the Local Plan Review (June 2000) that have been superseded. New development will be considered in the light of the Core Strategy and saved policies.

12.6 This appraisal and management strategy has been prepared in accordance with national guidance as evidence in support of the saved policies of the Fareham Borough Local Plan Review (June 2000), policies contained within the Fareham Borough Local Plan 1: Core Strategy and the emerging policies of the other parts Fareham Borough Local Plan. As such the appraisal and management strategy will be treated as a material consideration in the determination of planning applications.

^[1] By direction of the Secretary of State under paragraph 1(3) of schedule 8 to the Planning and Compulsory Purchase Act 2004 (2007).

Managing Development

12.7 In a conservation area planning permission is required for a greater range of extensions, alterations and other development than elsewhere. Conservation Area Consent may also be required for the demolition of unlisted buildings and other structures. Listed building consent is also required for alterations to listed buildings that affect their character as buildings of special architectural or historic interest. It is advisable to contact the Department of Planning and Environment for advice about the need for an application. It is an offence to cut down, top, lop, uproot or wilfully damage or destroy trees in a conservation area without the consent of the local planning authority and the local planning authority must be given six weeks prior notice of any such works to trees.

12.8 To ensure that the character and appearance of the conservation area is given proper consideration in the exercise of planning functions the council will follow the approach set out below;

- take into account the evidence in this appraisal for development management purposes as a material consideration in support of the policies of the Fareham Borough Local Plan;
- take specialist advice relating to the historic environment in the exercise of development management functions likely to affect the significance of the conservation area and heritage assets;
- take specialist advice relating to the management of trees in the exercise of development management functions likely to affect the character, appearance and setting of the conservation area;
- undertaken liaison with other bodies, including statutory undertakers and other Council departments who are responsible for, or undertake, works or re-instatements that are likely to affect the character and appearance of the conservation area and the architectural or historic interest or setting of historic buildings including matters relating to street furniture , highway management and safety;
- encourage prospective applicants to seek pre-application advice for development that is likely to affect the character and appearance of the conservation area and the architectural or historic interest or setting of historic buildings;
- prepare Guidance documents to inform proposals for development and alteration;
- prepare development briefs or design principles statements to guide any significant re-development proposals.

13 ARTICLE 4 DIRECTION

13.1 Permitted development allows a variety of minor alterations and extensions to be made without the need for a planning application. The use of an article 4 direction is not recommended for Titchfield Abbey Conservation Area.

14 MONITORING

- Recording - monitoring of change in the conservation area is considered necessary to enable the Council to review the effectiveness of planning control over time and to address any need for action. A dated photographic survey, which is recommended for this purpose, will be updated every 4 years.
- Street Audit - the council will periodically undertake an audit of the conservation area to identify inappropriate changes or unauthorised alterations, the council will consider the use of its enforcement procedures in such circumstances.

15 BUILDINGS AT RISK

15.1 There are no buildings at risk identified by the Council's Buildings at Risk Register (2006). The Council will continue to monitor the condition of listed buildings and will identify those considered to be at risk of neglect and decay. If necessary the Council will seek to secure appropriate repairs through liaison with owners. In cases of serious neglect and decay the Council may consider the use of its statutory powers. There are two buildings included on the English Heritage Buildings at Risk Register (2012);

15.2

English Heritage Building's at Risk Register		
Property	Register Entry	FBC Comment on Current Situation
Barn at Fernhill Farm	<p>Damaged by casual vandalism and needs repair and a new use.</p> <p>Designation Listed: Building, Grade: I, CA</p> <p>Condition: Fair</p> <p>Occupancy: Vacant</p> <p>Priority: E (C): Under repair or in fair to good repair, but no user identified; or under threat of vacancy with no obvious new user</p> <p>Owner: Type: Private</p>	<p>Some repairs proposed</p> <p>In use as theatre</p>
Titchfield Abbey and Fishponds - "Stables",	<p>Remains of possible stables to Titchfield Abbey. The "stables" are overgrown with vegetation and have some structural problems.</p> <p>Designation: Scheduled Monument, CA</p> <p>Condition: Fair</p> <p>Occupancy: N/A</p> <p>Priority: D (D): (Slow decay; solution agreed but not yet implemented)</p> <p>Owner: Type: Private</p>	<p>Discussions are ongoing between English Heritage and the owner of the building concerning consolidation repairs.</p>

16 BOUNDARY REVIEW

16.1 The Local Planning Authority has a duty imposed by the Planning (Listed Buildings and Conservation Areas) Act 1990 to determine which parts of the borough are 'areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. This includes assessment of the current boundaries of existing conservation areas. There are no boundary changes recommended for the Titchfield Abbey Conservation Area.

17 ADDITIONS TO THE LOCAL LIST

17.1 The Council maintains a local list of buildings of architectural or historic interest. The local list identifies buildings which although not of national significance have a local interest that merits recognition in the planning process. Consideration of the architectural and historic interest and setting of locally listed buildings is a material consideration in planning decisions and policy HE9 of the Fareham Borough Local Plan Review and policy HN1 of the Draft Local Part 2: Development Sites and Policies apply. There are no additions to the local list recommended for the Titchfield Abbey Conservation Area

18 OPPORTUNITIES FOR ENHANCEMENT

18.1 There are few features that detract from the historic character of the area to any great extent. However a number of opportunities have been identified that would lead to enhancement if implemented.

Opportunity for Enhancement	Method
1. Titchfield Abbey Garden Centre - Improvements to signage, Removal of derelict greenhouses to improve the setting of the scheduled ancient monument, listed buildings and the character and appearance of the conservation area	Working with the landowner when an opportunity arises
2. Improvements to road junction of Fishers Hill and Mill Lane to improve the setting of the scheduled ancient monuments, listed buildings and the character and appearance of the conservation area	Through working with the Highway Authority and other statutory bodies to guide improvements where opportunity and resources allow
3. Removal of unsightly agricultural building to the east of Fernhill Farmhouse to improve the setting of the scheduled ancient monuments, the listed building and the character and appearance of the conservation area	Working with a landowner when opportunity arises
4. Improvements to the gates at the entrance to the monastic barn	Working with a landowner when opportunity arises

19 RESOURCES

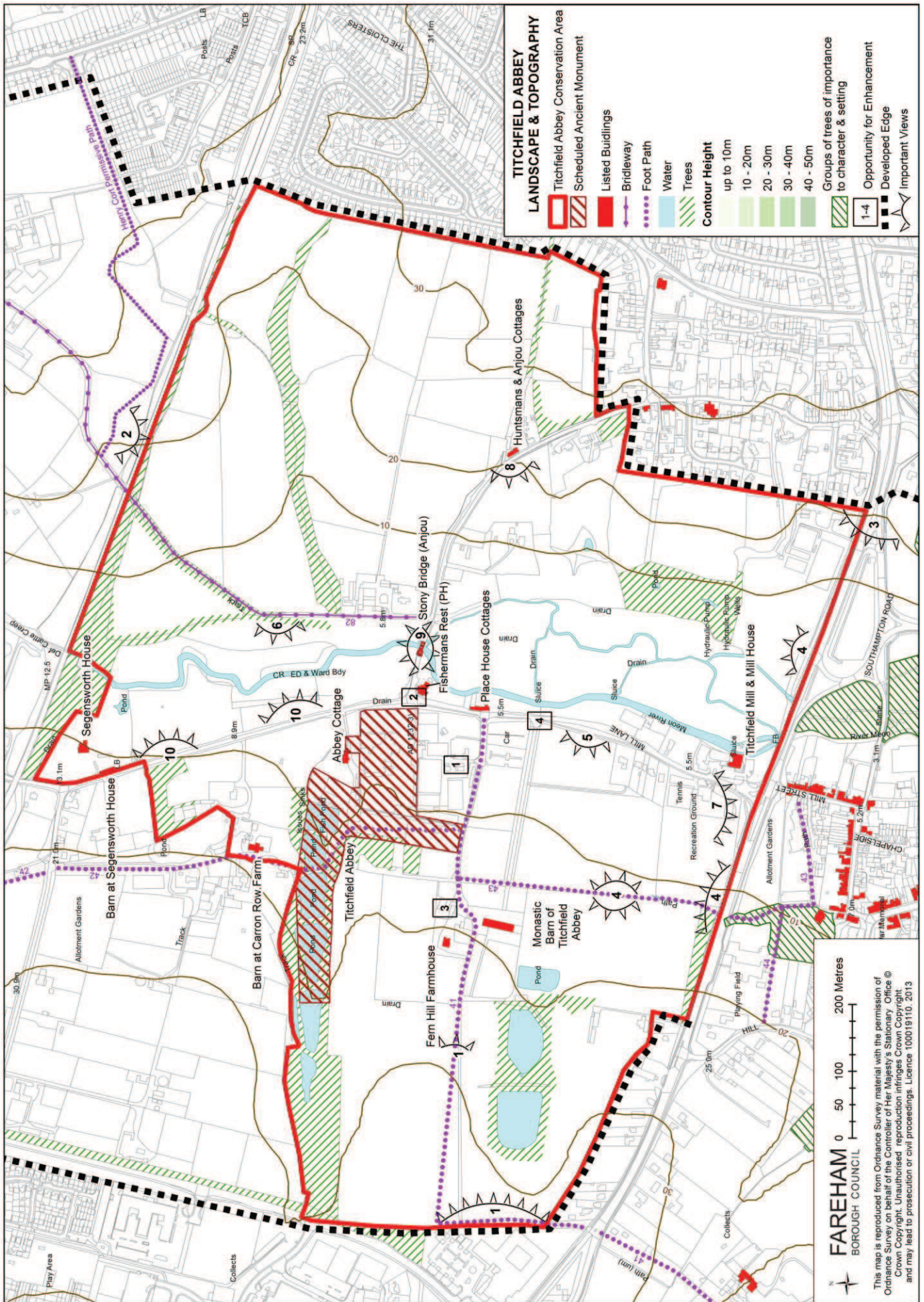
19.1 Current resources for development management, including enforcement, and specialist advice relating to the historic environment, arboriculture and ecology, including resources for the environmental improvement programme are provided by the Department of Planning and Environment. Opportunities for enhancement of the conservation area that are identified in this document are subject to the availability of appropriate resources in relation to publicly owned land or in other cases discussion with individual landowners where an opportunity arises.

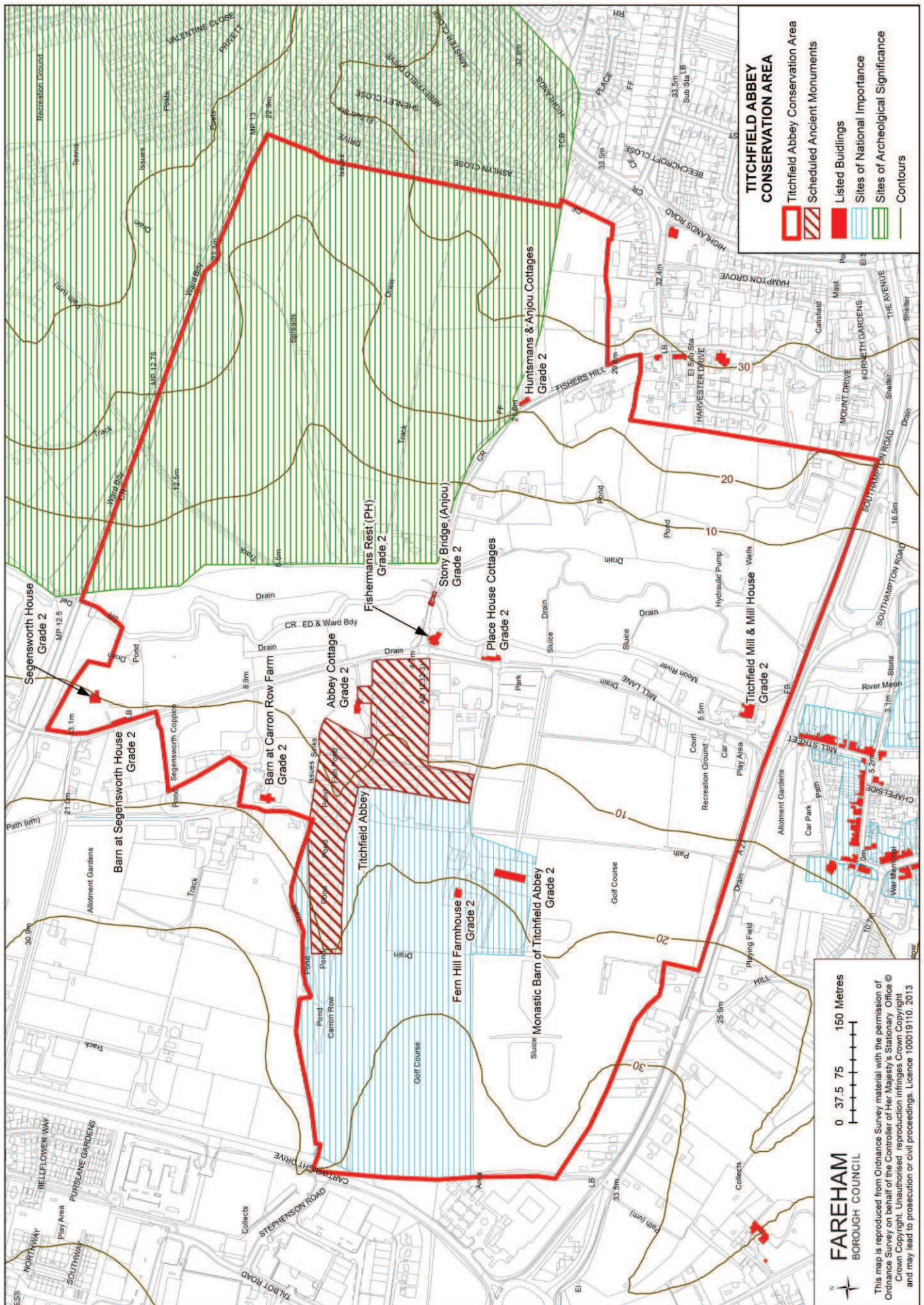
20 CONTACTS:

20.1 Advice concerning conservation areas and listed buildings can be obtained from:

Planning Strategy and Environment
Department of Planning and Environment
Fareham Borough Council
Civic Offices
Civic Way
Fareham
PO16 7AZ
Tel: 01329 236100

20.2 Email: conservation@fareham.gov.uk





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**Report to
Strategic Planning and Environment Policy
Development and Review Panel**

Date: **5 March 2013**

Report of: **Director of Planning and Environment**

Subject: **FINAL REVIEW OF WORK PROGRAMME FOR 2012/13 AND
DRAFT PROGRAMME FOR 2013/14**

SUMMARY

At the last meeting of the Panel on 8 January 2013, members reviewed the existing work programme for 2012/13 and also considered the draft work programme for 2013/14. The Panel is now invited to assess the overall progress for the current year and finalise a draft work Programme for 2013/14

RECOMMENDATION

The Panel is now requested to:-

- (a) review the outcomes of the Panel's work programme for 2012/13;
- (b) agree a proposed work programme for 2013/14; and
- (c) submit the proposed work programme for 2013/14 to the Council for endorsement.

INTRODUCTION

1. At the meeting of the Panel on 8 January 2013, members reviewed the 2012/13 work programme and considered a proposed programme for the next municipal year 2013/14. This is the last cycle of meetings for this year and the Panel is invited to finalise its review of this year's work and confirm the draft programme for 2013/14.

REVISION TO CURRENT WORK PROGRAMME FOR 2012/13

2. The proposed report on Environmental Sustainability Strategy: Action Plan (Annual Update), which was to be considered at this meeting, has been deferred for consideration at a future meeting due to the fact that the Principal Planner (Strategy) who is to present the report is unavailable.
3. Appendix A sets out details of the proposed items for consideration for the remainder of 2012/13, arising from earlier discussions.
4. Appendix B attached to this report contains details of the outcomes from the matters considered at Panel meetings from May 2012 up until January 2013, for members' consideration.
5. As members are aware, the Panel's focus is on 'policy development' and it is suggested that smaller working groups might be allocated to work with officers on specific subjects. The Panel is also likely to consider reports on a specific subject on more than one occasion during the course of the year as the policy is developed and before final recommendations are made to the Executive.
6. It is also for the Panel to consider whether any review of items under the Council's policy framework will be included in the 2013/14 programme. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework. The list may however be subject to amendment arising from any future changes to the Constitution.
7. Details of the proposed work programme for 2013/14, which members considered at the last Panel meeting, are contained in Appendix D.
8. As members will recall, it was requested that a copy of the Executive Work Programme, showing items scheduled for 2013/14, be attached to this report to assist members when giving further consideration to the Panel's own work programme for the next municipal year. A copy of the Executive Work Programme is therefore attached as Appendix E. It should be noted that this is a "rolling work programme" and therefore the attached copy shows only those items on the Executive work programme as at the date of dispatch of this agenda, 25 February 2013.

RISK ASSESSMENT

9. There are no significant risks considerations in relation to this report.

10. CONCLUSION

To summarise, the Panel is now invited to :-

- (a) review the outcome of the work programme for the current year 2012/13; and
- (b) agree a draft work programme for 2013/14,(having considered the proposed draft set out in Appendix D), which may include any proposed strategy or policy reviews and also any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel; and
- (c) submit the work programme for 2013/14 to the Council for approval.

APPENDICES

Appendix A - Current Work Programme for 2012/13

Appendix B - Work Programme 2012/13 - Outcomes

Appendix C - Policy Framework

Appendix D - Proposed Work Programme for 2013/14

Appendix E - [Executive Work Programme](#) (as at 25 February 2013)

Background Papers: None

Reference Papers:

Strategic Planning and Environment Policy Development and Review Panel 8
January 2013 (Minute 9)

Enquiries:

For further information on this report please contact Richard Jolley, Director of Strategic Planning and Environment (4388).

APPENDIX A

**STRATEGIC PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND
REVIEW PANEL - WORK PROGRAMME 2012/13**

<u>MEETING DATES FOR 2012/13</u>	<u>ITEMS</u>
15 May 2012	National Planning Policy Framework; Review of the work programme 2012/13
17 July 2012	Urban Design Projects and Initiatives; Coastal Management Briefing; Review of the work programme 2012/13
4 September 2012	Parking Strategy Review: Current position and data. Review of the work programme 2012/13.
6 November 2012	Fareham Town Centre Access Plan - briefing on final version by Hampshire County Council. Bus Rapid Transit - briefing on Phase 1 performance and plans for later Phases by Hampshire County Council. Fareham Town Centre Parking Strategy (Including Revised Parking Charges) Review of the work programme 2012/13.
8 January 2013	Conservation Area Character Appraisal Progress Report. Tree Strategy Action Plan (Annual Update). Community Infrastructure Levy: Receipt of Examiner's Report Preliminary Overall Review of the work Programme for 2012/13 and draft work programme for 2013/14

5 March 2013	Final review of the work programme for 2012/13 and draft for 2013/14 Titchfield Abbey Conservation Area Character Appraisal

UNALLOCATED ITEMS :-

- Coastal Management briefings by Coastal Partnership (Proposed programme to be notified to the Panel in March 2013).
(Minute 9(i) of 8 January 2013 refers).
- Evaluation of the performance of Wallington flood prevention scheme - a briefing on this matter to be included in the Panel's work programme for 2013/14.
(Minute 9(ii) of 8 January 2013 refers).

Date of Meeting	15 May 2012
Subject	National Planning Policy Framework
Type of Item	Presentation
Action by Panel	N/A
Outcome	N./A
Link Officer	Linda Jewell
Subject	Strategic Planning and Environment Policy Development and Review Panel Work Programme for 2012/13 - Initial Endorsement
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment which reviewed the Panel's Work Programme for 2012/13 (copy of report spe-120515-r02-rjo circulated with agenda and appended to signed minutes).</p> <p>It was AGREED that:-</p> <p>(a) the programme of items for 2012/13, as set out in Appendix A to the report, be confirmed;</p> <p>(b) the officers be requested to advise the Hampshire County Council officers who had been invited to attend (a) future meeting(s) of the Panel, to report on the Fareham Town Centre Access Plan and Bus Rapid Transit (currently unallocated items on the work programme), that the Panel had requested that their presentation(s) on the above should include reference to the impact of the new junction arrangements at the A27/Quay Street junction on the highway network; and</p> <p>(c) the progress on actions since the last meeting of the Panel, as set out in Appendix B to the report, be noted.</p>

Outcome	Members' briefing from Hampshire County Council officers to be arranged prior to the Panel meeting on 6 November 2012.
Link Officer	Richard Jolley
Date of Meeting	17 July 2012
<u>Subject</u>	Coastal Management Briefing
Type of Item	Presentation
Action by Panel	N/A
Outcome	N./A
Link Officer	Linda Jewell
<u>Subject</u>	Presentation on Urban Design Projects and Initiatives
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from the Principal Planner (Strategic Sites and Design) on Urban Design projects and initiatives. The presentation outlined the proposed programme of initiatives, training and guidance to be developed. The anticipated items that would be included in the programme included:-</p> <ul style="list-style-type: none"> • Members' borough critique tour • Design workshops and training • Working with design tools • Setting local standards • Developing Local Design guidance

	<p>The Director of Planning and Environment explained the importance for an authority of developing locally prepared design guidance/standards as they can provide the supporting evidence for reasons for refusal for planning applications, and would need to be taken into account by Planning Inspectors in considering planning appeals.</p> <p>The Chairman then took questions from members. Referring to the documents mentioned in the presentation e.g. Building for Life, Councillor Forrest enquired about how accessible was this information to members of the public. It was suggested that links to the documents could be provided on the Council's website.</p> <p>It was AGREED that:-</p> <p>(a) the Principal Planner (Strategic Sites and Design) be thanked for his presentation: and</p> <p>(b) that the information on design in relation to new development currently on the Council's website be reviewed and enhanced and updated accordingly.</p>
Outcome	Revisions to the Council's website are being undertaken and the updated sections on design will be available during September.
Link Officer	Dominic Lyster
Subject	Strategic Planning and Environment Policy Development and Review Panel Work Programme for 2012/13 - Initial Endorsement
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment on the Panel's work programme for 2012/13 (report spe-120717-r02-rjo).</p> <p>Members were referred to the briefings, included in the work programme for the meeting on 6 November 2012, relating to Fareham Town Access Plan and the Bus Rapid Transit. It was noted that the briefings will be held prior to the start of the meeting and will be open to all Council members to attend. Further details would be sent to members nearer the time.</p> <p>At the invitation of the Chairman, Councillor Mrs Trott addressed the Panel during consideration of this item.</p> <p>During the course of discussion, items suggested by members were:-</p>

	<p>(i) An evaluation of the performance of Wallington flood prevention scheme; and</p> <p>(ii) Issues relating to community transport</p> <p>It was AGREED that:-</p> <p>(a) the programme of items for 2012/13, as set out in Appendix A of the report, be approved,</p> <p>(b) progress on actions since the last meeting, as set out in Appendix B of the report be noted, and</p> <p>(c) additional items concerning an evaluation of the performance of Wallington flood prevention scheme and issues relating to community transport be considered by the Chairman in discussion with officers for possible inclusion on the Panel's work programme, and that the Panel members be advised accordingly.</p>
Outcome	Officers will continue to monitor the situation at Wallington and report to the Panel if a flood event occurs.
Link Officer	Richard Jolley Linda Jewell re Coast & Flooding
Date of Meeting	4 September 2012
<u>Subject</u>	Fareham Town Centre Parking Strategy Review - Update
Type of Item	Policy Development and Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment on the Fareham Town Centre Parking Strategy Review (copy of report spe-120904-r01-rfl circulated with agenda).</p> <p>The report outlined the current level of occupancy within the Fareham Borough Council owned car parks in Fareham town as a result of the introduction of a monitoring regime in October 2011 to gather information to inform the development of the new Fareham Town Centre Parking Strategy.</p>

	<p>It was noted that, at its meeting on 3 September 2012, the Executive had considered a report on Maintaining the Vibrancy of Fareham Town Centre, which had included car parking considerations.</p> <p>It was AGREED that the information set out in the report be noted.</p>
Outcome	Report to meeting on 6 November 2012.
Link Officer	Rose Fletcher
Subject	Strategic Planning and Environment Policy Development and Review Panel Work Programme for 2012/13
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment on the Panel's work programme for 2012/13 (copy of report spe-120904-r02-rjo circulated with agenda).</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the revision to the work programme referred to in paragraphs 2, 3 & 4 of the report be endorsed; (b) the programme of items for 2012/13, as set out in Appendix A of the report, be approved; and (c) the progress on actions since the last meeting, as set out in Appendix B of the report, be noted.
Outcome	Complete.
Link Officer	Richard Jolley

Date of Meeting	6 November 2012
Subject	Fareham Town Centre Parking Strategy (Including Revised Parking Charges)
Type of Item	Policy Development and Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment on the Fareham Town Centre Parking Strategy, including revised parking charges (copy of report spe-121106-r03-rf circulated with agenda).</p> <p>It was noted that the Strategy and proposed car parking fees for April 2013 as detailed in the report would be submitted to the December 2012 meeting of the Executive for approval.</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the proposed re-designation of the car parks from short and long-stay to inner and outer, as detailed in paragraphs 22 - 27 of the report and Appendix 4 of the Strategy (Appendix A to the report) be commended to the Executive for approval; (b) the proposals concerning season tickets, as referred to in paragraphs 28 and 29 of the report, be commended to the Executive for approval.; (c) the proposal concerning feasibility work in connection with disabled parking, as referred to in paragraphs 30 - 32 of the report, be commended to the Executive for approval; (d) the proposals concerning the future updating of parking charges, as shown in paragraphs 33 and 34 of the report, be commended to the Executive for approval; (e) the proposals concerning the long-term parking supply within Fareham Town Centre, as shown in paragraphs 35 - 41 of the report, be commended to the Executive for approval; (f) the proposal not to pursue the introduction of evening parking charges, as detailed in paragraph 42 of the report, be commended to the Executive for approval; and

Date of Meeting	6 November 2012
	(g) the proposed parking charges to take effect from 1 April 2013, as shown in Appendix 5 of the Strategy (Appendix A to the report), be commended to the Executive for approval.
Outcome	At its meeting on 3 December 2012, the Executive RESOLVED that the Executive: <ul style="list-style-type: none"> (a) approves the Fareham Town Centre Parking Strategy as set out in Appendix A of the report (xpt-121203-r07-rfl Appendix A refers); (b) approves the new parking tariffs as set out in Appendix 5 of the Strategy for introduction on 1 April 2013; (c) requested that new waiting restrictions for the Broadcut car park in Fareham be investigated and progressed; and (d) approves the suspension of parking charges for all Fareham town centre car parks on Christmas Day and Easter Sunday.
Link Officer	Rose Fletcher
Subject	Strategic Planning and Environment Policy Development and Review Panel Work Programme 2012/13
Type of Item	Review
Action by Panel	The Panel considered a report by the Director of Planning and Environment on the Panel's work programme for 2012/13 (copy of report spe-121106-r02-rjo circulated with agenda). It was AGREED that:- <ul style="list-style-type: none"> (a) the programme of items for 2012/13, as shown in Appendix A to the report, be approved; (b) the progress on actions since the last meeting, as set out in Appendix B to the report, be noted; and (c) the officers be requested to include in the Tree Strategy Action Plan (Annual Update) item for the next meeting of the Panel details of the current situation with regard to Ash trees.

Date of Meeting	6 November 2012
Outcome	Complete.
Link Officer	Richard Jolley
Date of Meeting	13 January 2013
<u>Subject</u>	Conservation Area Character Appraisal Progress Report
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment on progress of the Conservation Area Character Appraisal programme (copy of report spe-130108-r03-mfr circulated with agenda).</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the contents of the report are noted; (b) the revised order for re-appraisal of the conservation area character assessments, shown in paragraph 16 of the report, be approved; (c) in future, the comments of the Panel be sought on the draft conservation area appraisals, prior to their public consultation; and (d) as part of the review process, arrangements be made for Panel members and officers to undertake an informal visit to the relevant conservation area before the Panel considers the draft appraisal document.

Date of Meeting	13 January 2013
Outcome	Officers to consult with the Chairman and other Panel members to arrange a visit to Titchfield Abbey Conservation Area before the next Panel meeting on 5 March 2013.
Link Officer	Mike Franklin

Date of Meeting	13 January 2013
Subject	Tree Strategy Action Plan (Annual Update)
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment on the Tree Strategy Action Plan (copy of report spe-130108--r01-pjo circulated with agenda). Copies of the Council's Tree Strategy 2012-2017 (adopted March 2012), referred to in the report and which contained details of the Action Plan, were made available to members at the meeting</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the Principal Tree Officer be thanked for his informative report and presentation; and (b) the Panel endorsed the Tree Strategy Action Plan, contained in the Council's Tree Strategy 2012-2017 document referred to above.
Outcome	Tree Strategy Action Plan approved
Link Officer	Paul Johnston

Date of Meeting	13 January 2013
<u>Subject</u>	Community Infrastructure Levy: Receipt of Examiner's Report
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment regarding the Examiner's Report on the Draft Charging Schedule for the Community Infrastructure Levy (copy of report spe-130108-r04-lje circulated with agenda).</p> <p>It was AGREED that the conclusions of the Examiner to the effect that the Fareham Borough Council Community Infrastructure Levy Charging Schedule satisfies the requirements of Section 212 of the 2008 Act and meets the criteria for viability in the 2010 Regulations (as amended 2011) and should therefore be approved, be noted.</p>
Outcome	To be reported to the Executive at the meeting in April 2013.
Link Officer	Linda Jewel

Page 47

<u>Subject</u>	Preliminary Overall Review of the work programme for 2012/13 and draft Work Programme for 2013/14
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Environment which reviewed the Panel's existing work programme for the current year and gave preliminary consideration to a draft Work Programme for 2013/14 (copy of report spe-130108-r02-rjo- circulated with agenda).</p> <p>It was AGREED that :-</p>

	<p>(a) subject to the addition of a report on the Titchfield Abbey Conservation Area Character Appraisal to the work programme for the meeting on 5 March 2013, the items for the remainder of 2012/13, as set out in Appendix A to this report be approved;</p> <p>(b) a copy of the Executive work programme showing items scheduled for 2013/14 be attached to the Panel's next work programme report to assist members in giving further consideration to the draft programme for 2013/14; and</p> <p>(c) progress on actions since the last Panel meeting, as set out in Appendix B to the report; be noted.</p>
Outcome	Current work programme for 2012/13 to be amended.
Link Officer	Richard Jolley

FAREHAM BOROUGH COUNCIL

POLICY FRAMEWORK

Under the Constitution, the plans and strategies to be adopted or approved by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Plans and Alterations comprising the Development Plan;
- (f) Development Plan Documents;
- (g) Community Safety Strategy;
- (h) Corporate Vision, Values, Objectives and Priority Actions.

APPENDIX D

STRATEGIC PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND REVIEW PANEL - PROPOSED WORK PROGRAMME FOR 2013/14

<u>MEETING DATES FOR 2013/14</u>	<u>ITEMS</u>
14 May 2013	River Hamble to Portchester Coastal Flood & Erosion Risk Management Strategy (including evaluation of the performance of Wallington flood prevention scheme) Environmental Sustainability Strategy: Action Plan (Annual Update) Review of the work programme 2013/14
16 July 2013	Draft Portchester (Castle Street) Conservation Area Appraisal and Management Strategy Review of the work programme 2013/14
3 September 2013	Review of the work programme 2013/14
5 November 2013	Parking Update Review of the work programme 2013/14
7 January 2014	Draft Wallington Conservation Area Appraisal and Management Strategy Tree Strategy Action Plan (Annual Update) Review of the work programme 2013/14
4 March 2014	Environmental Sustainability Strategy: Action Plan (Annual Update) Review of the work programme 2013/14

EXECUTIVE WORK PROGRAMME AS AT 25 MARCH 2013

LAST UPDATED 21 February 2013**EXECUTIVE/EXECUTIVE MEMBER REPORTS: (February 2013 to February 2014)***To be updated and rolled forward every 2 months***Key:**

L&C – Leisure and Community

SS - Streetscene

SP&E – Strategic Planning & Environment

H&H – Health and Housing

PP – Public Protection

PSF – Policy, Strategy and Finance

Portfolio	Matter to be determined	Date for decision	Key decision?	Consultation: (Review Panel, Scrutiny Board, Committee, Member Working Group, etc.)	Contact for information
PSF	Community Fund Application - Redlands School*	21 February 2013	No	No	Mark Dunning
PSF	Community Fund Application - Portchester Community Centre*	21 February 2013	No	No	Richard Wright
L&C	Lockwood Community Centre	March 2013	No	No	Gareth Satherley
H&H	Housing Allocations Policy	March 2013	Yes	No	Ed Till
H&H	Tenancy Strategy	March 2013	Yes	No	Jon Shore
PSF	Community Fund Application - Fareham Tchoukball Club*	4 March 2013	No	Ward Members	Narinder Bains
PSF	Community Fund Application - Locks Heath FC*	4 March 2013	No	Ward Members	Narinder Bains
PSF	Community Fund Application - Catisfield Memorial Hall*	4 March 2013	No	Ward Members	Narinder Bains
PSF	Community Fund Application - Locks Heath Cricket Club*	4 March 2013	No	Ward Members	Narinder Bains
PSF	Award of Tender - Water Testing and Monitoring**	4 March 2013	Yes	No	Rob Dunn

Portfol io	Matter to be determined	Date for decision	Key decis ion?	Consultation: (Review Panel, Scrutiny Board, Committee, Member Working Group, etc.)	Contact for information
PSF	Business Solent Champion Proposal	March 2013	No	No	Tony Mundy
PSF	Maintaining the Vibrancy of Fareham Town Centre: Update	March 2013	Yes	No	Colin Mitchell
PSF	Matched Funding - Quarterly Report	March 2013	No	No	Lindsey Ansell
PSF	Irrecoverable Debts	March 2013	No	No	David Jenkins
PSF	Citizen of Honour (and Young Citizens of the Year)**	March 2013	No	No	Roy Brown
L&C	Review of Community Buildings (Phase 3) - Master Plan for Fareham Cats Area	April 2013	No	No	Gareth Satherley
H&H	Revised Council Housing Transfer Incentive Scheme	April 2013	Yes	No	Jon Shore
PP	Food Standards Agency - Food Safety Service Plan	April 2013	Yes	No	Juli Treacy
PP	Contaminated Land Strategy Update	April 2013	Yes	No	Wendy Shakespeare
SP&E	Draft New Community North of Fareham Area Action Plan	April 2013	Yes	No	Selina Crocombe
SP&E	Pre-submission Draft Development Sites and Policies	April 2013	No	No	Linda Jewell
SP&E	Locks Heath District Centre - Adoption of Preferred Masterplan	April 2013	Yes	No	Colin Mitchell
SP&E	Naming of the New Community	April 2013	Yes	No	Lindsey Ansell
SP&E	Adoption of Fareham Borough Community Infrastructure Levy	April 2013	Yes	No	Linda Jewell
PSF	Contract for Banking Services**	April 2013	No	No	Caroline Hancock
PSF	Estates Efficiency Proposals 2013-2014	April 2013	Yes	No	Grahame Lloyd
L&C	Review of Tourist Information Centre	June 2013	No	No	Mark Bowler
PSF	Matched Funding - Quarterly Report	June 2013	No	No	Lindsey Ansell
PSF	Actual General Fund Revenue Expenditure 2012/13	July 2013	No	No	Neil Wood
PSF	Actual Housing Revenue Account Expenditure and Financing 2012/13	July 2013	No	No	Caroline Hancock
PSF	Actual Capital Expenditure and Financing 2012/13	July 2013	No	No	Caroline Hancock
PSF	Treasury Management Annual Report 2012/13	July 2013	No	No	Caroline Hancock

Portfolio	Matter to be determined	Date for decision	Key decision?	Consultation: (Review Panel, Scrutiny Board, Committee, Member Working Group, etc.)	Contact for information
PSF	Quarterly Financial Monitoring Report 2013/14	September 2013	No	No	Neil Wood/Caroline Hancock
PSF	Treasury Management Monitoring Report 2013/14**	September 2013	No	No	Caroline Hancock
PSF	Matched Funding - Quarterly Report	September 2013	No	No	Lindsey Ansell
PSF	Annual Review of the Corporate Strategy 2011-2017	September 2013	Yes	No	Alistair Tait
PSF	Annual Review of the Council's Finance Strategy	October 2013	Yes	Scrutiny Board	Andrew Wannell
PSF	Quarterly Financial Monitoring Report 2013/14	November 2013	No	No	Neil Wood/Caroline Hancock
PSF	Treasury Management Monitoring Report 2013/14**	November 2013	No	No	Caroline Hancock
PSF	2014/15 Draft Spending Plans	December 2013	No	Scrutiny Board	Neil Wood
PSF	Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15	January 2014	Yes	Scrutiny Board	Neil Wood
PSF	Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15	February 2014	Yes	Scrutiny Board	Neil Wood
PSF	Housing Revenue Account Spending Plans, including the Capital Programme for 2014/15	February 2014	Yes	Scrutiny Board/Housing Tenancy Board	Caroline Hancock
PSF	Quarterly Financial Monitoring Report 2013/14	February 2014	No	No	Neil Wood/Caroline Hancock
PSF	Treasury Management Strategy and Prudential Indicators 2014/15	February 2014	No	No	Caroline Hancock
PSF	Treasury Management Monitoring Report 2013/14**	February 2014	No	No	Caroline Hancock

Note:

* Highlighted sections denote decisions to be taken by Executive Member

** Denotes that the matter to be discussed may involve exempt or confidential information in such circumstances, report will not be publicly available.

NOTE: The above Programme shows matters to be determined by the Executive and Executive Members for the relevant 2 year period. While every effort is made to ensure the Programme is as complete and accurate as possible, matters requiring decision at short notice may not be listed and items may be subject to delay or removal from the Programme due to changing circumstances.