

## Appendix A – Draft Document Consultation Comments Responses and Action Table

Comment	No.	Officer Response	Action
<b>Q1. KEY FEATURES IDENTIFIED IN THE DOCUMENT TO BE PRESERVED AND ENHANCED</b>			
General Comments			
General support for the key features identified.	5	Support for the list is noted.	No Alteration
<b>The Portchester Society</b> - All the features identified are important.	1		
<b>The Portchester Society</b> - Paragraph 3 (long distance views of the castle in its wider setting) is paramount.		The importance of the setting of Portchester Castle and St Mary's Church, including in long distance views is included in the document and on the accompanying map on page 20. The negative impact of the existing large building at Trafalgar wharf is also identified.	Mention of views from Portsmouth and Gosport added to paragraph 4.1.
<b>Portchester Civic Society</b> – The 10 storey block of apartments proposed on the Trafalgar Wharf site is an immediate threat which will be higher than the Castle's Keep and is totally inappropriate for the area. It is not on a site that Portsmouth City Council has identified for high rise buildings in 2007. Any planning proposals for buildings and their surrounds must follow the strict guidelines laid down in the Conservation Area rules and be robustly enforced.	1	The Trafalgar wharf site is located outside the borough, Fareham Borough Council has objected to the planning application for the development proposal that included a 10 storey building.	
<b>Portchester Civic Society</b> - The special architectural and historic setting of Portchester Castle and St Mary's Church must be preserved from future developments both within and outside the conservation area.	1	It would be appropriate to include reference to views from Portsmouth and Gosport.	
Important views of the castle should be retained from other areas within Portchester, as well as within the conservation area. The long distance views should also	1		

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include those from Port Solent, Tipner, Whale Island, Portsmouth and Gosport.			
It is impossible to discuss the 2nd item on page 23 without considering the proposed development of the Vosper site and a neighbouring site eastward along the A27. The proposed erection of high-rise buildings would if implemented make nonsense of all efforts to conserve the environment of Portchester Castle. The present proposal would be catastrophic to the environment.	1		
High rise buildings which will further interfere with the view of Portchester Castle from the A27 or Portsdown Hill should be resisted.	1		
Long distance views of the castle are compromised by the Vosper building at the end of the harbour (north) and from Portsdown Hill.	2		
The character of Castle Street is defined by the age & variation of the housing, the large back gardens, the ambience of the street architecture & fittings, and it is important to maintain these sympathetically.	1	These aspects of the character and appearance of the conservation area are included in the document.	No alteration.
The open land, garden and allotments are absolutely essential to the setting of the castle.	1		

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<b>Q2. COMMENTS ON OPPORTUNITIES IDENTIFIED (ON PAGE 30) FOR ENHANCING CHARACTER AND APPEARANCE.</b>			
General support for the list of opportunities identified	6	Support noted.	No alteration.
1. Waterside Lane Car Park - surfacing, marking out, signage, lighting low level planting, improvements to the definition of Waterside Lane adjacent to the car park.			
<b>Portchester Civic Society</b> - The Waterside Lane car park would benefit from resurfacing and consideration taken to increase the number of parking spaces by laying it out differently. Angled chevron parking might make better use of the space.	1	The opportunity for enhancement through improvements to the car park is set out in the document. If a detailed scheme for improvement is developed the optimum number of parking spaces would be addressed. It is not considered appropriate to increase the size of the car park which would be harmful to the setting of the castle, a grade 1 listed building and a scheduled monument, and the character and appearance of the conservation area.	No alteration.
The car park should not be increased in size.	1		
Any work on Waterside Lane Car Park should focus on increasing the number of car parking spaces available.	1		
2. Clearing of undergrowth and planting from the Gunpowder Store on the outer earthworks of the castle			
<b>Portchester Civic Society</b> - The stability of the Gunpowder Store is threatened by the shrubs that have been allowed to grow against its walls.	1	The importance of clearing the undergrowth and planting from the building is made clear in the document. English Heritage, who are responsible for the building, have been contacted	No alteration.  Liaise with English Heritage concerning a timetable for the work
If the undergrowth is cleared from the Gunpowder store,	1		

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then measures would need to be taken to protect the building from misuse/ graffiti	1	and have advised that works will be undertaken to clear the building. Officers will contact English Heritage again to confirm the date the work will commence and will also raise concern about the need for regular inspection.	and the need for regular inspection in the future.
The Gunpowder Store needs regular inspection to make sure everything is okay. It is a 200 Year old building.		The issue of graffiti is beyond the scope of the document, the undergrowth must be cleared as it will result in harm to the listed building which forms part of Portchester Castle scheduled monument.	
Japanese knotweed is present in the area and along the sea wall and needs to be eradicated as soon as possible.	1	This is beyond the scope of the document. The comment has been passed to the Council's Leisure and Community Department for action.	No alteration.
3. Improvements to the sea wall when opportunity arises to introduce a softer edge.			
No comment received	-	-	No alteration.
4. Strengthening of low level planting to screen the small car park close to the land gate			
Additional planting to hide the car park near the land gate is necessary	1	The opportunity to further screen the car park is included in the document	No alteration.
The wooden fencing close to the land gate and on	1	The fencing close to the land gate is	Liaison with English

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Watergate Lane is broken in places.		the responsibility of Fareham Borough Council and has been repaired. The fencing on Waterside Lane will be discussed with English Heritage.	Heritage.
Avoid planting bushes around the car park, as Fareham Council's reputation on keeping bushes in Portchester is dubious. They are left to grow and grow with no maintenance and upkeep.	1	The need for regular maintenance would be considered as part of any proposal for further planting.	No alteration.
5. Resurfacing of Church Road with a material more appropriate to its historic context.			
General support for improvement to Church Road.	3	Support for the opportunity for enhancement is noted.	No alteration.
<b>Portchester Civic Society</b> - We support the resurfacing of Church Road with a more compatible material. Larger waste bins or a 'Please take your Litter home' notice would also be useful in this area as the bins are often overflowing on busy days.	1	The location and size of bins and signage needs to be carefully considered in the conservation area.	Forward comment and liaise with the Street Scene Department.
<b>The Portchester Society</b> - Number 5 (Church Road) needs urgent attention as it leads to the parish church and funerals, weddings and church services are struggling at the moment; patching that up is not an option.	1	The need for liaison with other council departments concerning placement of street furniture is made clear in the document, the comment has been passed to the Street Scene Department.	Forward Comment and liaise with the Highway Authority concerning highway safety.
Concern relating to possible injury due to the existing surface due to potholes and bodged repairs.	2		

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6. Removal of overhead wires from the open space east of the castle			
Overhead cables include British Telecom.	1	Noted, this should be clarified and the document amended accordingly.	Paragraph 21.1 of the document amended to also refer to British Telecom.
7. Improvements to west end of Wicor Path including cemetery gates and wall			
No comments	-	-	No alteration.
8. Review of signage and street furniture placement throughout the conservation area.			
Inappropriate seating on the southern/ water side of the castle	1	Two are located on the open space beside the shore on the southern side of the castle. They are not unduly harmful to its setting.	No alteration.

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<b>Q3. Comments on the proposal to control harmful alterations to buildings using an article 4 direction to require planning application</b>			
General support for use of Article 4 direction	11	Support for the use of an article 4 direction is noted.	No alteration
<b>Portchester Civic Society</b> - We support the recommendation that an article 4 direction should apply to the Portchester Castle Street Conservation Area.	1	The use of an article 4 direction is recommended in the document.	
<b>The Portchester Society</b> - Article 4 (16.1) is most important. We would agree with this wholeheartedly.	1		
Concern at infilling of front gardens as car parking spaces.	1		
Concern at the removal of railings/ gates.	2		
Removing permitted development rights essential, as long as it's backed up by a robust & open planning policy.	1		
Sometimes when properties change hands, the new owners have big ideas which could badly affect the existing properties.	1		
Para's 16.1-3 add weight to the need for special measures to be enforced in this conservation area.	1		
The initiative should be applied consistently across all affected properties with no exceptions.	1	An article 4 direction can only be used where alterations would be harmful to	No alteration.

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<p>Owners of listed building go through a tortuous procedure for even the smallest alteration. There are many modern houses in the conservation area which are not subject to these restrictions and the owners expect the same approval to be given as if in general suburbia.</p>	1	<p>the character and appearance of the conservation area. This will not necessarily include all modern buildings. There is a separate statutory procedure for article 4 direction which includes a period of public consultation.</p>	
<p>Bushes/Shrubs should be cut back to boundaries of houses.</p>	1	<p>The cutting back of garden bushes/ shrubs is outside the control of an article 4 direction which only applies to 'development' as defined by the Planning Acts. The contribution that garden planting makes to the character and appearance of the conservation area is included in the document.</p>	No alteration.
<p>Alteration to the rear of the buildings visible from the castle could be treated sympathetically/ made less strict by the planning authority.</p>	1	<p>Proposals for development are considered on their merits having regard to the impact of the proposals on the architectural and historic interest and setting of listed buildings and the character, appearance and setting of the conservation area. The document is a material consideration in making planning decisions.</p>	No alteration.



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<b>Q4. General Comments</b>			
General support for the document	7	Support for the document welcomed	No alteration.
<b>The Portchester Society</b> - appreciates all the work that has been put into the appraisal and is impressed with the outcome.	1		
<b>Portchester Civic Society</b> - The Conservation Area has been improved over the years and Fareham Borough Council must be congratulated for the work done.	1	Support for the work undertaken by the council is noted.	No alteration.
<b>The Portchester Society</b> - The document should mention C18 and C19 graves inside the seawall in the fields opposite Portchester. Possibly French prisoners.	1	This has been checked with Hampshire County Council Archaeology service and an appropriate reference will be added to the document text. The record is in the form of a verbal report that before a sea wall was constructed it was possible to see gravecuts in section along the shore. They were possibly the graves of French POW's of the 18th century (unsubstantiated). The document should be amended accordingly.	Paragraph 3.5 of the document amended to include reference to graves.
It is important to mention the graves inside the seawall in the fields opposite Portchester which are probably those of French Prisoners	1		
Don't waste time or money on rosebeds/ gardens with rose trees and large bushes i.e. on the junction of White Hart Lane and Castle Street they are not maintained. The large bush is hiding a drain. Better to put grass and bulbs	1	This suitability and type of planting is beyond the scope of the document and will be forwarded to the appropriate department of the Council.	No alteration.  Forward comment to Street Scene

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in the spring.			Department.
An effort should be made to ensure that where utility companies dig up roads or pavement the surface is replaced using similar materials to the original. Maintenance work carried out by utilities is generally poorly done and there is often little effort to match the materials laid down by the Council.	2	Agreed. The document makes clear the importance of liaison with statutory undertakers and other Council departments who are responsible for re-instatement works.	No alteration.
Public footpath signage should be improved on the Solent Way.	1	<p>The importance of footpaths is included in the document.</p> <p>The location and size of signage needs to be carefully considered in the light of the character and appearance of the conservation area. The need for liaison with other bodies concerning placement of street furniture is also made clear in the document.</p> <p>The comment will be passed to the Council's Street Scene Department and Hampshire County Council Rights of Way Team.</p>	<p>No alteration.</p> <p>Forward comment and liaise with Hampshire County Council Rights of Way Team and the Council's Street Scene Department.</p>
There is a gradual erosion of the quality of the existing buildings, through the inclusion of inappropriate materials, poor quality design and poor maintenance.	1	The document recommends the use of an article 4 direction to require a planning application for a range of alterations that are currently permitted development. Where design and the use of materials requires planning	No alteration.

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		<p>permission or listed building consent the impact of the proposals will be considered in the light of the architectural and historic interest and setting of listed buildings and the character and appearance of the conservation area.</p> <p>The appraisal document is a material consideration in making planning decisions. In the case of unauthorised alteration or serious neglect and decay of listed buildings the Council will consider the use of its enforcement powers.</p>	
<p>There is no design brief for the sailing club, which is one of the closest buildings to the Castle.</p>	<p>1</p>	<p>Any proposals for development on the sailing club site would be considered in the light of the setting of Portchester Castle as a grade I listed building and scheduled monument and also the character and appearance of the conservation area. The importance of the setting of the castle its immediate surroundings are made clear in the document and are a material consideration in the determination of planning applications.</p>	<p>No alteration.</p>

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<p>Urchins copse, which comprises the Outer Moat of Portchester Castle to the west of Hospital Lane, has become overgrown and a refuge for occasional alcohol and drug abuse. This wooded area should enhance Portchester Castle and not detract. Fareham Borough Council is responsible for its upkeep and maintenance.</p>	1	<p>The importance of the land that forms the immediate setting of the castle is included in the document. This comment will be passed to the Street Scene Department and the Community Safety and Enforcement in the Department of Regulatory and Democratic Services.</p>	<p>No alteration to the document.</p> <p>Forward comment to and liaise with the appropriate departments.</p>
<p>The grassed open areas to the west of Hospital Lane need to be retained to maintain the vista to Portchester Castle</p>	1	<p>The importance of this open area of land is included in the document.</p>	<p>No alteration.</p>
<p>The refurbishment of the moat sluice (traditionally the "TOLLOP") area, including both inside and outside channels.</p>	1	<p>This matter of the moat sluice will be raised with English Heritage.</p>	<p>No alteration.</p> <p>Liaise with English Heritage.</p>
<p>The report presents the Castle and Castle Street at its best. At its worst, after dark and into the early hours, the area frequently becomes a playground for badly behaved, often drunk, gangs of youths. Noisy cars in the Castle car parks and unruly gatherings around the Castle wall perimeter are common. Any opportunities to improve this situation should be taken, and any opportunities to make it worse, e.g. more public seats which quickly become gathering /meeting places after dark, should be seriously avoided.</p>	1	<p>These issues are outside the scope of the document. This comment will be passed to Community Safety and Enforcement in the Department of Regulatory and Democratic Services.</p>	<p>No alteration.</p> <p>Forwarded to Community Safety and Enforcement for action.</p>

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At page 29 of the document, para 18.1. Reference to the 'barn' at 157 Castle' is incorrect, it is at 163.	1	Noted. This is an error, the document should read 'to the south of 157'	Paragraph 18.1 of the document text corrected accordingly.
The foreshore and water should be cleared of rubbish allowing clean water to run in and out with the tide attracting herons, kingfishers et al.	1	This is beyond the scope of the document. The comment will be forwarded to the Council's Street Scene Department.	No alteration.  Forward to and liaise with the Street Scene Department
Applicants' proposals that rely on tree screens should be stringently looked at as trees can be removed.	1	Any proposals for development within the conservation area will be considered in the light of the setting of Portchester Castle and the other listed buildings and also the character and appearance of the conservation area. The presence and long term effectiveness of any tree screening would be a material consideration in the determination of any particular application. The contribution and importance of the protection of trees that contribute to the character and appearance of the conservation area is included in the document.	No alteration.

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Residents have a responsibility to look after the conservation area for future generations. Concern that approval for buildings/ alterations to modern buildings might slip though. Changes have to be made but they must be in keeping.	1	Any proposals for development within the conservation area would be considered in the light of the setting of Portchester Castle and the other listed buildings and also the character, appearance and setting of the conservation area. The conservation area designation is not intended to prevent development but to manage it in such a way that its character and appearance is conserved or enhanced.	No alteration.
Portchester Castle is the ‘jewel in the crown’ for Fareham Borough Council. However, familiarity has bred contempt for this amazing structure, from English Heritage, from the Council, from the local residents and from many of the visitors to the castle. There are many reasons for this such as finance, not a vote issue, lack of support, poor maintenance and lack of education.	1	The importance and significance of Portchester Castle is reflected in its heritage designation as grade 1 listed buildings and scheduled monument. Its importance and the contribution that it makes to the character and appearance of the Portchester (Castle Street) Conservation Area is set out in the document. The document is a material consideration in the determination of planning applications.	No alteration.
The Council have also failed to appreciate the value of this historic castle with poor maintenance of the local paths, poor signage, poor refuse collection/bin arrangements and poor seating (inappropriate locations/materials). Recent suggestions coming from the Council include a waste recycling centre in the car park, pitch and putt, burger vans and house boats. All these would affect the ambience and setting of this magnificent building.	1	The importance of liaison with other bodies and departments of the Council is set out in the document.	

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<p>English Heritage has a policy of ‘allowable degradation’, for the castle’s fabric. The Council needs to challenge this and get the castle moved up the English Heritage planned maintenance programme.</p>	1	<p>Officers have contacted English Heritage who is responsible for maintenance of the castle concerning this matter. The maintenance of the castle is subject to available budgets, English Heritage has advised that it hopes the recent announcement of government funding to conserve the National Collection of Monuments will enable maintenance work to be programmed. The English Heritage quinquennial survey of its properties informs funding decisions based on urgency of work required and significance of fabric affected.</p> <p>Officers will continue to liaise with English Heritage concerning the maintenance programme for the castle.</p>	<p>No alteration.</p> <p>Liaise with English Heritage to clarify maintenance programme.</p>
<p>English Heritage also has a poor record for involving the local residents in the Castle.</p>	1	<p>This comment beyond the scope of the document.</p>	<p>No alteration.</p>
<p>If the Planning Department and the Council are serious about preserving the castle street conservation area, then they will need to allocate more resources to do this.</p>	1	<p>Available resources are addressed in para 22 of the document.</p>	<p>No alteration.</p>
<p>The photos within the report need updating (some are over 10 years old) and a photographic record of every listed building needs to be carried out, so that changes can be noted.</p>	1	<p>The photos will be updated. The management strategy recommends a dated photographic survey every 4 years.</p>	<p>Update the photos in the document as appropriate.</p>

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There are many departments at both local and regional/national level who are responsible for this local environment, not many of them are actively working to enhance the conservation area.	1	The importance of liaison with other bodies and departments of the Council is set out in the document.	No alteration.
Utility companies do not appear to educate their staff for conservation areas. A sign at the boundary of the conservation would alert everyone that some consideration for the placement of services is required. It would be helpful if the planning rules could be changed to cover the work undertaken by these companies on listed buildings/within conservation areas.	1	Further signage would be inappropriate and harmful to the character and appearance of the conservation area and the setting of listed buildings.	
Hampshire County Council controls the land between the recreation ground and the industrial estate. There does not seem to be an active and enhancing plan for this important area. The balancing pond is full of rubbish, the paths of poor quality. It offers little help to the local wildlife or benefit to the residents. This should be changed.	1	<p>The importance of this land to the character and appearance of the conservation area is made clear in the document.</p> <p>The comment concerning management of the land will be passed to Hampshire County Council.</p>	<p>No alteration.</p> <p>Liaise with Hampshire County Council.</p>
Litter is a problem. There are insufficient bins or disincentives for people to drop litter resulting in rats and unsightly piles of rubbish.	1	The need for liaison with other Council departments concerning placement of street furniture is made clear in the document, the comment has been passed to the Street Scene Department.	<p>No alteration.</p> <p>Pass comment to and liaise with Street Scene Department.</p>



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<p>Most property owners in Castle Street do not understand their legal obligations in owning a protected building. Many of the owners are elderly and therefore do not have (easy) access to the Planning Portal (even if they had heard of it). Property owners are fed incorrect information from suppliers/contractor and are told that 'planning permission is not required' for a whole variety of alterations to their properties. Properties are maintained in the same ownership for many years, so 'irregularities' go un-noted. The key issue here is to educate property owners (by way of a leaflet?) setting out their responsibilities, what they can and cannot do and what the penalties.</p>	1	<p>Paragraph 15.8 of the document recommends the use of guidance documents to inform proposals for development and alteration. The wording should be amended to include reference to guidance that advises owners of the legal implications of owning a listed building or a building in a conservation area. The Council's website should also include this advice.</p>	<p>No alteration.</p> <p>Paragraph 15.8 amended to include reference to guidance advising owners of the legal implications of owning a listed building or a building within a conservation area and review the advice contained on the Council's website.</p>
<p>There is no 'enhancement' or improvement plan for the area, either for wildlife or for the local residents and visitors to the castle. This could be changed, resulting in less 'regular' maintenance (saving costs) and increasing more wild/native areas, more appropriate to the setting of the castle.</p>	1	<p>This comment is beyond the scope of the document but is relevant to other strategies such as the Biodiversity Action Plan. The comment will be passed to the appropriate Council department</p>	<p>No alteration.</p> <p>The comment will be passed to the appropriate Council department.</p>
<p>For the Castle Street conservation area to be a success it needs every section of the community and local government to pull together. One suggestion would be to set up a 'Friends of Portchester Castle' group who would be able to support the Council's officers and departments to initially agree a full management plan for the area and then to ensure the plan was carried out (and updated as required). However without a person (at the Council) being 'in charge' of the area (and having the authority to</p>	1	<p>Responsibility for change that can affect the conservation area does not lie with one individual, group or department of the Council but with a number of different public bodies, statutory undertakers, landowners, and Council departments under a number of statutory regimes. Fareham Borough Council elected members are also</p>	<p>No alteration.</p>

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<p>get things changed), then the conservation area will continue to degrade and Fareham Borough Council will be left with a very burnished crown.</p>		<p>responsible for making decisions in the light of specialist advice provided by officers. The character appraisal is essentially a planning document but it recognises that pressure to alter character and appearance can come from a number of sources and highlights the importance of liaison with other bodies, including statutory undertakers and Council departments who are responsible for, or undertake, works.</p>	
<p>Specific Highway Comments</p>			
<p><b>Portchester Civic Society</b> - There is a parking problem in Castle Street especially in good weather when the Castle car parks become full and the parking spreads up Castle Street, often on both sides. The danger of emergency vehicles not being able to access the street is getting worse. The visual aspect of the approach to the Castle through the Conservation Area is also marred by the volume of cars.</p>	1	<p>These comments relating to parking and access have been passed to the Highway Authority and to the Department of Regulatory Services.</p> <p>The impact of parking is a long term issue in the conservation area. The document recognises that pressure for further off street parking has resulted in loss of front boundary enclosures and front gardens which is harmful to character and appearance. The provision of further road markings and</p>	<p>No alteration.</p> <p>Forward to and liaise with the Highway Authority and the Department of Regulatory Services.</p>
<p>There is a lack of car parking in the conservation area. Bigger car parks are not the solution but this problem will continue unless addressed in depth.</p>	3		
<p>Parking &amp; access remain a major issue, particularly at</p>	1		

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<p>weekends &amp; bank holidays, when the street resembles a log jam, especially on the corner around 144-146 Castle Street. Many vehicles park on the pavement, blocking access for wheelchair &amp; pushchair users, who are often forced into the road. Unfortunately, the road isn't wide enough to allow cars to park both sides legally, and maintain a wide enough central path for traffic, and I am concerned about access for emergency vehicles. Install 'no parking signs' down one side of the street so cars cannot park and thus make the experience of visiting the castle a better experience.</p>		<p>signage may also be harmful.</p> <p>Possible solutions for alleviating on street parking were considered in the Portchester Study (1999) which carried out a comprehensive survey of the village. Various options were suggested that used Castle Shore Recreation Ground to the east of the castle, with access from Castle Trading Estate or Castle Street, combined with park and ride facilities from West Street to remove visitor car parking from the Castle Street and from the immediate vicinity of the castle. At that time public consultation showed significant opposition to the proposals favouring retention of existing arrangements.</p>	
<p>Stop lorries parking in the street overnight. (Made to use lorry park)</p>	1	<p>The importance of liaison with the highway authority and relevant departments of the Council in relation to highway matters is made clear in the document.</p>	

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Discreet signage should be erected at the northern end of Hospital Lane indicating it is a cul de sac.	1	The need for liaison with the Highway Authority concerning placement of signage is made clear in the document, the comment has been passed to the highway Authority.	No alteration. Forward comment and liaise with Highway Authority.
There should be 20MPH speed limit.	1	The use of a 20mph speed limit may result in the need for signage and road markings that would be harmful to character and appearance, the importance for liaison with the Highway authority on such matters is included in the document.	No alteration. Forward comment to and liaise with the Highway Authority.
Why was the Co-op allowed on the site of the old White Hart pub, it causes traffic chaos on the street with all the lorries and cars using its car park and is a danger to pedestrians and children from the school nearby.	1	The change of use of the building from a public house was not considered to be harmful to the character or appearance of the conservation area. Concerning highway issues the comment will be forwarded to the Highway Authority.	No alteration. Forward comment to and liaise with the Highway Authority.
There should be speed bumps on Castle Street	1	The provision of speed bumps would be harmful to the character and appearance of the conservation area. The comment will be passed to the Highway Authority.	No alteration. Forward comment to and liaise with the Highway Authority.