



HERITAGE STATEMENT AND DESIGN AND ACCESS STATEMENT

In support of an application for listed building consent
for works of repair and alteration at:

Manor House, 65 High Street, Southwold, IP18 6DJ

LPA Reference: DC/24/0786/LBC

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1. INTRODUCTION

- 1.1 Ben Elvin Planning Consultancy were commissioned by The Blue Door Development Co Ltd to provide a Heritage Assessment and Design and Access Statement to accompany an application for listed building consent for works to The Manor House, 65 High Street, Southwold. The works proposed are described by the Council as:

“Replacement and alteration to lead gutter behind ex. parapet wall to incorporate LDA recommendations with regard to falls and steps/gutter run lengths -drip to drip. Replace roof covering after gutter works complete - existing plain tiles to be replace with Keymer Shire Priory hand Made Clay plain tiles. Removal asbestos sheet lining to dormer window cheeks and apex, and replace with Sad Cast Lad covering to LDA detailing. Replacement of plain tile roof covering to dormer windows with Spanish - existing plain tiles are not suitable for the low pitch (20 degrees) and is causing water ingress”.

- 1.2 Please note that the above description is incorrect. The description should read “Sand Cast Lead” not “Sad Cast Lad”. It is requested that the Council address this before consultation.
- 1.3 This statement is prepared in two parts. The first part deals directly with the Heritage Impacts, including an assessment of the significance of heritage assets affected by the proposal. The second sets out the relevant Design and Access considerations, in accordance with the Design Council document *“Design and Access Statements: How to write, read and use them”*.
- 1.4 The statement should be read in conjunction with the details submitted with the application which include photographic evidence of the roof of the property and the descriptions of the works to be undertaken. Indeed, the application is supported by a detailed Schedule of Works that identifies the extent of the works required (see “Schedule of Works” dated 01.03.2024).
- 1.5 The National Planning Policy Framework (NPPF) promotes a proportionate approach to the description of the impact of proposals on the significance of any designated heritage asset. It identifies that *“the level of detail should be proportionate to the assets’ importance and no more than is sufficient to understand the potential impact of the proposal on their significance”*. The heritage statement will, therefore, provide a proportionate assessment of both the building’s significance and the impacts of the proposed development on the asset.

HERITAGE STATEMENT

2. RELEVANT LEGISLATION AND POLICY

2.1 The Planning (Listed Buildings and Conservation Areas) Act 1990 places a duty on local planning authorities to have special regard to the desirability of preserving listed buildings and their settings (Sections 16 and 66).

2.2 Section 16 of the NPPF sets out the Government's position on the conservation and enhancement of the historic environment. Paragraph 200 of the NPPF requires applicants to describe the impact of proposals on the significance of any heritage asset to a level of detail proportionate to the assets' importance. As set out above, this should be no more than is sufficient to understand the potential of that impact on the significance. Paragraph 201 requires local planning authorities to identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this assessment into account when considering the impact of a proposal on a heritage asset, to avoid or minimise conflict between the heritage asset's conservation and any aspect of the proposal.

2.3 Paragraph 203 sets out that in determining planning applications, local planning authorities should take account of:

- the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- the desirability of new development making a positive contribution to local character and distinctiveness.

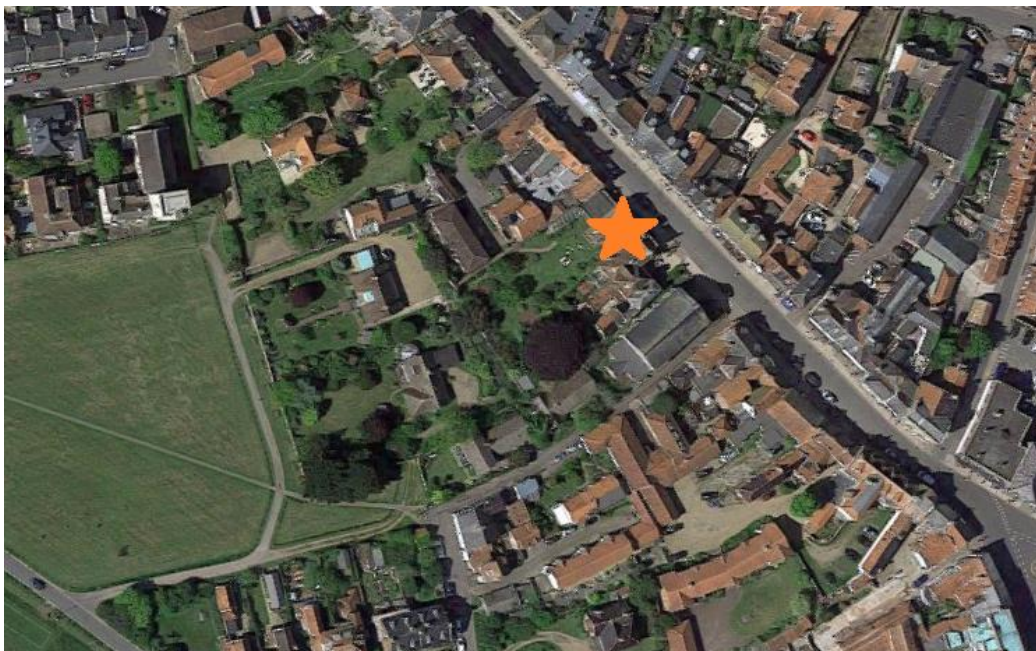
2.4 Paragraph 205 of the NPPF apporitions great weight to a designated asset's conservation. The more important the asset, the greater the weight should be. The NPPF highlights that

significance can be harmed or lost through physical change and any harm requires clear and convincing justification.

- 2.5 Paragraphs 207 and 208 address how local planning authorities should deal with situations where the assessment of impacts has identified harm to a heritage asset.
- 2.6 At the local level, Policy SCLP11.4 of the Suffolk Coastal Local Plan document provides criteria against which to assess proposals that affect the setting or significance of listed buildings.
- 2.7 These legislative and policy provisions thereby identify a need to assess the significance of the heritage asset in a proportionate manner, identify the impact of the proposed development on that significance, balance any harm arising against the public benefits and ensure that the special character of the building is preserved and, where possible, enhanced.
- 2.8 That assessment is made in the following chapters of this statement.

3. THE SITE AND HERITAGE ASSETS

- 3.1 The Manor House (65 High Street) is a Grade II* listed building located to the southwest side of High Street. The extract below shows the position of the building within its immediate context.



3.2 The listing description identifies the property as:

“TM5076 HIGH STREET 588-1/7/57 (South West side) 21/04/49 Nos.65 AND 67 Manor House (No.65) and Manor Gate (No.67) including forecourt walls (Formerly Listed as: HIGH STREET (West side) No.65 Manor House)

*GV II**

House and service wing with forecourt walls attached at front; now two dwellings. House c1750; service wing added in late C18; subdivided 1962. Original house for John May. House of red brick with plain tile roof and brick end stacks; wing of red brick with slate and plain tile hipped roofs and brick stacks. Forecourt walls of brick. EXTERIOR: 2 storeys and dormer attic; 5-window front to No.65; to left, No.67 has 2-storey, 3-window front in two blocks. No.65 has central 8-panel door recessed in panelled reveals in pedimented Gibbs surround with foliage trails carved on door jambs. Two 6/6 unhorned sashes right and left, five on first floor, in flush frames with thick glazing bars beneath gauged skewback arches with keyblocks. Outer angles of elevation terminated with giant clasping pilasters with moulded capitals. Moulded brick cornice beneath plain parapet. Two gabled dormers, each with a 3-light C20 casement. No.67 has 4-panel front door in fluted doorcase to right of basket arched carriage entrance. Window over the arch is 6/6 unhorned sash, over front door one 6/6 sash, to right one 4/4 sash. Forecourt enclosed by curving brick screen walls capped with dentilled cornice, attached to left end of No.65. INTERIOR: only No.65 inspected. Mid C18 staircase with turned balusters and moulded ramped handrail on column newel posts. Plain chamfered joists to ground floor rooms; eared door surrounds. C18 rafter roof. (Bottomley A & Hutchinson J: Discovering Southwold: Southwold: 1988-: 26)”.

3.3 The property can be described as a handsome example of a mid-eighteenth century town house comprising a five bay red brick façade that is set back from High Street. The property includes an attached service range behind a curved screen wall. It is understood that this property was built on the site of the Home Maltings, owned then by the Crisp family, and which had been in a period of decline whilst the brewing facilities were progressively moved to the site (Adnams) on East Green, where the brewery remains today.

- 3.4 The house that now stands here was built by the May family who it is understood lived in the property until the 1840s. A number of owners followed through the period following, up until the early 1900s when the property became used as a doctor's practice. There is also some evidence that part of the property was used as a wine shop around this time, though details of this are not clear.
- 3.5 By the middle of the 20th Century, the property was back in residential use.
- 3.6 In 2008, listed building consent was granted by the District Council (then Waveney DC) for internal alterations to the building. A subsequent proposal was made in 2015 for alterations connected with a change of use of the property for the purposes of a B1 use (primarily offices). The building has, therefore, been the subject of some alteration, but where these works were enacted, they have been done so sensitively and with the benefit of the appropriate permissions being secured.
- 3.7 The significance of the property remains, therefore, as a very good example of mid-eighteenth century architecture with historical connection to the brewing industry and, by virtue of the association to the May family, to the saltworks also.

4. THE PROPOSAL

- 4.1 The proposal seeks listed building consent for various works, which can be summarised as:
- *Replacement and alteration to lead gutter behind ex. parapet wall to incorporate LDA recommendations with regard to falls and steps/gutter run lengths;*
 - *Replace roof covering after gutter works complete - existing plain tiles to be replaced with Keymer Shire Priory handmade Clay plain tiles;*
 - *Removal of, and replacement of, asbestos sheet lining to dormer window cheeks and apex with Sand Cast Lead covering to LDA detailing;*
 - *Replacement of plain tile roof covering to dormer windows with Spanish slate.*
- 4.2 More specific details on the proposal are contained within the Design and Access Statement.

5. IMPACT ASSESSMENT

- 5.1 As per the requirements of paragraph 200 of the NPPF, the assessment of The Manor House has identified the building as a Grade II* listed property which is a largely unaltered, and good, example of this period of architecture. Interest in the property also stems from the historic use of the site and the connection to families that were entwined in the industrial and political development of the town.
- 5.2 The property has experienced water ingress through areas of the building that are either in need of repair or where they require replacement and alteration. Effectively, therefore, the proposals seek to prevent further water damage through the box gutter, roof tiles and low pitch dormer roofs.
- 5.3 The proposals have been designed to remedy these breach areas and secure the property free from water ingress. The Historic England document *“A Guide for Owners of Listed Buildings”* identifies that *“Old houses are often damaged by lack of care. Regular maintenance is both cost-effective and an important part of looking after an old building. Often, prompt action can prevent decay and avoid the need for major repairs”*.
- 5.4 There is evidence within the roofspace of the building of some periodic repairs to the property, and it is evident now that the opportunity to provide a more long-term remedy to these issues should be taken. The roofslope appears to contain examples of many different tiles comprising both handmade and machine made examples. As many as six different tile types appear to be evident, suggesting replacement and repair across various periods.
- 5.5 The proposals are considered respectively below.

Box Gutter

- 5.6 Please refer to the Schedule of Works for precise details of the works to be undertaken.
- 5.7 The proposal seeks to ensure that the box gutter works effectively, improving the falls to 1:80 with 60mm steps and increasing the number of steps from three to six overall.

- 5.8 Works of reinstatement to the render will be carried out in a lime plaster.
- 5.9 The proposals here are works of enhancement to the operation of the gutter, securing the longevity of the building and preventing long-term damage. The proposals are, therefore, beneficial to the building and, in the absence of identifiable harm, do not engage the tests set out in paragraphs 207 and 208 of the NPPF.

Dormer Windows

- 5.10 Please refer to the Schedule of Works for precise details of the works to be undertaken.
- 5.11 The existing dormer windows are finished with tiles but are of a pitch where the tiles do not function properly. The proposal is, therefore, to replace the existing tile covering with natural slate which will ensure a successful function of the dormer roofing.
- 5.12 Existing asbestos to the apex and dormer cheeks will be removed, and new lead work will be provided to these areas. The finish here will, therefore, be entirely consistent with other dormer and roof finishes in the vicinity of the site.
- 5.13 Whilst the changes to the dormers will be more visible than those to the box gutter, the finishes are entirely appropriate to this building and there would be little visual change in the character of the roofscape. As such, no harm is identified through these works and the proposal complies with the provisions of policy SCLP11.4 and paragraphs 207 and 208 of the NPPF.

Works to Roof

- 5.14 Please refer to the Schedule of Works for precise details of the works to be undertaken.
- 5.15 The roof would be stripped of existing tiles and any repair works to the roof structure would be undertaken in appropriate materials. The roof would then be relined and new tiles (Keymer Handmade Shire Priory tiles – see brochure detail appended to this statement as Appendix 1) provided to provide a consistent finish to the roofscape.

- 5.16 These works would thereby provide enhancement to the existing roof, repairing any defects and providing a consistent tile finish and appearance to the roofscape.
- 5.17 As there is no harm arising from this proposal, the local planning authority are not required to weigh that harm against the public benefits of the proposal. The proposal would comply with the provisions of development plan policy SCLP11.4 and is thereby acceptable in terms of the impact on this important heritage asset.

6. CONCLUSIONS

- 6.1 The works proposed to this building seek to protect the building in perpetuity and offer the opportunity to address elements of repair that have not addressed the underlying issues that have lead to water ingress into the property.
- 6.2 It has been concluded that the proposal has an impact on the character of the heritage asset, but that this impact is not harmful and would secure the longevity of the building in accordance with the obligations upon the owners of such a building to protect and conserve its significance for future generations.
- 6.3 This statement has, therefore, demonstrated the significance of the asset, what is important in terms of its character and how the development would impact upon both the character and setting of the building. In light of the conclusions reached above, the proposal does not give rise to harm and it is not necessary to weigh the public benefits against harm.
- 6.4 For these reasons, the proposal is in accordance with the provisions of the NPPF and with policy SCLP11.4 which address heritage matters.

DESIGN AND ACCESS STATEMENT

7. THE DESIGN APPROACH

7.1 Chapter 12 of the National Planning Policy Framework (NPPF) sets out the Government's aims to achieve well-designed places.

7.2 It states (paragraph 131) that;

"The creation of high quality, beautiful and sustainable buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities. Being clear about design expectations, and how these will be tested, is essential for achieving this. So too is effective engagement between applicants, communities, local planning authorities and other interests throughout the process".

7.3 The above has formed the basis of the design approach taken in respect of this proposal. The applicant has given consideration to a number of material considerations in the design and impact of this proposal with the overall aim of achieving a high standard of design that would complement the surroundings and ensure the building continues to sit comfortably in its environs. The following sets out how each of the various design matters have been addressed.

8. USE

8.1 No changes are proposed to the use of the building.

9. LAYOUT

9.1 The layout has been determined by the existing buildings form and no changes are proposed to the manner in which the building and site are currently arranged.

10. AMOUNT

- 10.1 The proposal seeks permission for works to upgrade and repair areas of the roof that require refurbishment. There are no additions to the building nor any change to its external form.

11. LANDSCAPING

- 11.1 The proposal would neither affect existing landscaping nor provide any additional landscaping.

12. ACCESS

- 12.1 The proposal would not change the access to the property.

13. APPEARANCE

- 13.1 Visually, there would be some limited change to the building through the reroofing works and the change in materials to the dormer windows, both to their roof and cheeks. This change is largely illegible from ground level and has no tangible effect on the overall appearance of the building.

14. CONCLUSION

- 14.1 The proposal has considered the context of the site, the character of the surroundings and the listed status of this asset. This has enabled a scheme to be proposed which is well-designed and causes limited impact
- 14.2 Overall, therefore, the enclosed application presents a scheme that is appropriate to the historic significance of this building, with the intention to provide a proposal that is sympathetic to this historic setting and which secures its longevity.