

**Heritage Asset Review Group: The Local List**  
Report by Historic Environment Manager

**Summary:** This report summarises the items discussed at the Heritage Asset Review Group on 2 December 2011 and in particular the progress and procedures on the Local List.

**Recommendation:** That the report be noted and the action being taken endorsed.

## **1 Introduction**

- 1.1 The Heritage Asset Review Group (HARG) on 2 December 2011 (Appendix 1) reviewed and noted progress on the schedule of Listed Buildings at risk and schedule of Enforcement cases that had arisen from the Heritage Asset survey.
- 1.2 A verbal update was given on the progress of the Mills Action Plan and it was noted that the survey of all unlisted extant structures is practically complete.
- 1.3 The group was given an update on Conservation Area appraisals which are on target for 2011 – 2012, with the next three coming forward being Ellingham, Geldeston and Ditchingham Dam.
- 1.4 In accordance with its terms of reference, the group was given an update on the progress of the preparation of a local list and Members considered the nominations that had been put forward by the Parishes as well as a schematic group of candidates (comprising of unlisted mills) put forward by officers. Following discussion, Members agreed those nominations that should go forward for public consultation in line with the consultation process and timetable previously proposed by Officers and agreed by the group.
- 1.5 For Planning Committee Members information - the timetable for consultation is set out in the HARG meeting note attached. Details of the consultation process and List of initial nominations to go forward for consultation are available from the Historic Environment Manager.

## **2 Financial Implications**

- 2.1 It is anticipated that the action being taken will be funded from within the existing budgetary provisions.

Background papers: Heritage Asset Review Group Notes and Paper  
Author: Ben Hogg  
Date of report: 16 December 2011  
Appendix: Note of Asset Review Group Meeting dated 2 December 2011

**Heritage Asset Review Group**

Note of Meeting held on Friday 2 December 2011

**Present:**

Colin Gould – in the Chair

Sholeh Blane

Stephen Johnson

**In attendance:**

Ben Hogg – Historic Environment Manager  
Simon Hooton – Head of Strategy and Projects  
Prue Smith – Consultant on Cultural Heritage  
Sandra Beckett – Administrative Officer

**6/1 Apologies for absence and Welcome**

Apologies for absence were received from Murray Gray and Julie Brociek-Coulton.

Colin Gould as Vice-Chairman of the Planning Committee stood in for Murray Gray as Chairman.

**6/2 To receive the note of the fourth meeting held on 15 July 2011**

The Note of the fifth meeting held on 15 July 2011 was received as a correct record.

**6/3 Points of Information arising from the last meeting**

None other than those on the agenda.

**6/4 Heritage At Risk Update**

**(i) Progress Report**

The working group received an updated schedule of the buildings in the Broads Authority Executive Area on the County Council's Buildings at Risk Register 2010/11 which had been considered at the previous meeting.

Members noted the status of the seventeen cases on the schedule and it was pleasing to note that three of these could now be removed from the Register, although monitoring would be maintained. It was noted that of the four designated as Category A good progress was being made and on the remaining nine discussions and negotiations were ongoing and either works were

underway, planned or meetings were being held. It was also pleasing to note that one of the cases in Gillingham that had originally been a Category A was downgraded to Category C.

It was noted that there had originally been 43 on the BAR list and progress had been made on almost half of these.

The progress made was noted and welcomed and the Group congratulated the officers on the tremendous progress made.

## **6/5 Listed Buildings to be considered for Enforcement Action**

The group considered a schedule of eight listed buildings where unauthorised works had taken place which could be the subject of enforcement. It was noted that no further action was required on three of these as detailed at the last meeting for No 2 the Score at Beccles, Thorpe Hall and the Sundial in Hoveton as well as a further case in Norton Subcourse where the satellite dish had now been removed.

It was noted that one case could require an Urgent works notice if further letters failed to illicit a response and if required a report regarding this would be brought to the Planning Committee in due course.

In a further case It was noted that if an Enforcement Notice was served this would apply to the property and therefore pass to any subsequent owner.

It was noted that with regard to the Enforcement Notice at Sotshole Cottage, Woodbastwick, this had been varied by the Planning Inspector, to require compliance for the removal of the unauthorised conservatory by 28 September. Demolition of the existing and erection of a replacement conservatory was due to take place shortly.

The Group noted the report.

## **6/6 Mill Strategy Update**

The Historic Environment Manager explained that an inventory of all the Mills within the Broads was included as part of Agenda Item No 7. A map of the distribution of the mills was due to be included within the LDF Site Specific Development Planning Document.

Gradual progress was being made along the lines agreed at the previous meeting.

The Group noted the report.

## 6/7 Local List – Next Steps Matters for Consideration

The Group considered the proposed Local List adoption process set out in Appendix 1 of the papers for this item which included Nominations, Consultation, and Process involving the proposed letter to Owners which also set out the effects of designation in Appendix 2.

It was disappointing to note that there had been only a very mediocre response with only six nominations of buildings/artefacts which might be included within a local list having been received from the Parish councils. (Schedule Appendix 3 of the papers) Following discussion it was agreed not to include the Bell Hill Tumulus at Waveney Forest, Fritton or the Granary Staithe, Hoveton.

It was agreed that it was important that each of the assets put forward for inclusion on the Local List would meet the criteria set out and was of definable heritage value. The Group was mindful of the desire by parishes for protection of certain assets such as the Granary Staithe at Hoveton. However, there were policies available to protect some of these assets. In the case of the Pillbox at Wayford Granary it was noted that most WW1 pill boxes were already statutorily listed and this could be a candidate for inclusion on the National List. In many cases, appropriate interpretation would be valuable in providing context, highlight the value of the features and increase understanding of the cultural heritage.

Officers still wished for the local communities to be pro-actively involved and initiate suggestions and therefore any further suggestions would still be taken into account. It was important to explain to nominees the reasons for not including nominations as suggestions were still of value. Officers would also put forward nominations and these would need to be assessed by the set criteria. Following consultation, the Planning Committee would make the final decision on designation.

The Group considered the draft letter to the owners of such artefacts/assets to be included in the local list, which also set out the effects of designation.(Appendix 2 of the Group's papers) .

The Group considered the nominated thematic group of unlisted mills (Appendix 3 of the Group's papers) and agreed that those highlighted be included for the consultation process provided they met the appropriate criteria. It was suggested that in future the Group consider other thematic groups of assets for inclusion on the Local List, possibly on an annual basis. Examples of suggested themes were riverside properties, military features, staithes and historic craft.

The Group noted and agreed the proposed Process for Adoption of

Assets for inclusion in the Local List and agreed on the following revised timetable:

- **December 2011**  
HARG meeting: Adoption procedure, associated documents and initial nominations following parish workshops and thematic group (unlisted mills) *as discussed*.
- **December 2011/January 2012**  
Owners and parishes notified of proposed assets for Local List and consultation begins.
- **February/March 2012**  
Consultation period completed and collation, analysis and summary of responses compiled.
- **April/May 2012**  
Report to Planning Committee recommending candidates for inclusion on list of local heritage assets and adoption of first candidates.
- **May/June 2012**  
Publication of list of local heritage assets on Broads Authority Website.

**It was agreed**

- (i) that the report be noted;
- (ii) that the Local List Adoption Process be accepted;
- (iii) that the Local List Timetable as amended be accepted.

**6/8 Conservation Area Re-Appraisals**

The Group noted that progress on the Conservation Area Re-Appraisals was on track.

- Upper Waveney – Ditchingham Dam, Geldeston and Ellingham. The suggested changes to the boundaries had been agreed. A report would be submitted to the Planning Committee in due course.

**It was agreed that** the report be noted.

**6/9 Any Other Items of Business**

**(1) Ranger Involvement**

The Head of Strategy and Projects commented that as part of the Authority's integrated approach, the involvement of the Rangers could be beneficial in promoting cultural heritage within the parishes and local communities, since they were frequently meeting groups of parishes as well as individuals.

(2) **Stubb Mill**

The Historic Environment Manager informed the Group that Stubbs Mill, Hickling, recently renovated under a partnership project, had been shortlisted for an RTPI award. The Authority would be informed of the outcome in February 2012.

In addition the Mill had also been put forward for a European award (Europa Nostra), the site visit for which was to be on Wednesday 7 December 2011.

**6/10 Date of Next Meeting**

It was noted that the next meeting would take place on Friday **30 March 2012 following the Planning Committee meeting.**

The meeting concluded at 15.00pm

**Schedule of Outstanding Appeals to the Secretary of State since September 2011**

<b>Start Date of Appeal</b>	<b>Location</b>	<b>Nature of Appeal/ Description of Development</b>	<b>Decision and Date</b>
8-09-11	<b>BA/2011/0107/FUL BA/2011/0008/REF. APP/E9505/A/11/21 59804/NWF</b> Land at end of Marsh Lane, Gillingham  <b>Mr and Mrs J C and P P Read</b>	Appeal against refusal Erection of a general purpose agricultural building for the storage of farm machinery/ implements and the accommodation of cattle for limited periods during the year.	Delegated Decision on 13-6-11  Appeal Documents submitted to Planning Inspectorate Questionnaire and Notification Letter sent by 22-09-11  Statement sent 20-10-11
5-10-11 23-11-11	<b>BA/2011/0164/FUL</b> <b>Appeal reference: BA/2011/0009/REF APP/E9505/D/11/21 61117</b> 15 Top Road Belaugh  <b>Mr Lester Bayfield</b>	Householder Appeals (HAS) Appeal against refusal: Proposed orangery extension to existing dwelling and proposed extension to existing boat house.	Delegated Decision 24-08-11  Appeal Documents submitted to Planning Inspectorate Notification Letter sent on 6-10-11 Questionnaire sent: 12-10-11 <b>Appeal Dismissed 23-11-11 (Report on agenda)</b>
2-11-11	<b>Appeal Ref: APP/E9505/C/11/21 63562</b> Marsh Cottage, Staithe Road, Repps with Bastwick  <b>Mrs Debra Nicholson</b>	Appeal against Enforcement Notice issued after appeal dismissed in July 2011. Compliance required by 21 October 2011) (to be dealt with by a Planning Inquiry)	Appeal Documents submitted to Inspector  Following receipt of further information, the Authority withdrew the Enforcement Notice on 9-11-11(see Enforcement Update)  Letter from Planning Inspector informing the appellant no further action to be taken on appeal 10-11-11
22-11-11	<b>Appeal Ref: APP/E9505/D/11/21 64046/ BA/2011/0191/FUL</b>	Householder Appeals (HAS) Appeal against refusal Retrospective application	Delegated Decision 8-09-11 Notification Letter and Questionnaire sent

<b>Start Date of Appeal</b>	<b>Location</b>	<b>Nature of Appeal/ Description of Development</b>	<b>Decision and Date</b>
	<b>BA/2011/0012/REF</b> Cobwebs, Beech Road, Wroxham Cottage  <b>Mr E Plane</b>	for the erection of maintenance stair to existing flat roof	24November 2011.
24-11-11	<b>Appeal Ref: E9505/D/11/216424 4</b> <b>BA/2011/0165/FUL</b> Broads Retreat, Borrow Road, Oulton Broad, Lowestoft  <b>Mr Luke Smith</b>	(Householder appeals) Appeal against refusal Installation of new floating pontoon.	Delegated Decision on 26-7-11  Notification Letter and Questionnaire sent 29-11-11
2-12-11	<b>Appeal Ref: E9505/A/11/2165917/NWF</b> <b>BA/2011/0014/REF</b> <b>BA/2011/0091/CON D</b> Anchor Cottage, Mill Road, Stokesby  <b>Mrs W Martin</b>	Appeal against refusal on Proposed removal/variation of condition No:6 (BA/2010/0004/FUL)to allow use of The Old Reading Room as a separate holiday unit and variation of condition 2 to apply to amended plan	Delegated Decision on 10-06-11  Notification Letter and Questionnaire to be sent by 16-12-11  Statement to be sent by 13-1-12
	<b>Appeal Ref E9505/C/11/</b>  <b>BA/ENF</b> Thorpe Island Marina, West Side of Thorpe Island, Thorpe St Andrew <b>Norris Argyrou</b>	Appeal against Enforcement concerning unauthorised development of "marina"	(Committee authorisation 5 December 2008 and subsequent reports to Committee ) Appeal documents received 28-11-11 Awaiting verification by Planning Inspectorate
6-12-11	<b>Appeal Ref E9505/C/11/216516 3,</b> <b>BA/2011/0006/ENF</b> <b>BA/2010/0040/UNA UP4</b> The Island, Yarmouth Road, Thorpe St Andrew NR7 OHE  <b>Mr Roger Wood</b>	Appeal against enforcement concerning unauthorised development of "marina"  To be dealt with by Planning Inquiry	Committee authorisation 5 December 2008 and subsequent reports to Committee) Notification Letter and Questionnaire sent by 20-12-11 Statement by 17-01-12