

# Consultation for Milford Conservation Area Appraisal (CAA)

## Introduction

Waverley Borough Council prepared a draft Conservation Area Appraisal (CAA) for the Milford Conservation Area (CA) and has carried out an associated consultation. This report outlines how the consultation was undertaken, who was involved and how responses were considered.

## Consultation Process

The consultation started on Monday 28 October 2013 for six weeks, ending on Monday 9 December 2013.

The methods to inform the public of the consultation included:

- Letter to all residents in the CA
- Letter for key stakeholders including:
  - Parish Council
  - Surrey County Council
  - Statutory consultees (English Heritage, Natural England and Environment Agency)
  - Relevant internal Waverley officers
  - Local Councillors

Waverley and Witley Parish Councillors as well as the Parish Clerk attended a walkabout on 13<sup>th</sup> June 2013.

A poster and hard copy of the draft Milford CAA document was made available at the Planning Reception, Council Offices, Godalming (Monday to Thursday 9am – 5pm and Friday 9am – 4pm) and a copy could be viewed online at:

[www.waverley.gov.uk/milfordcaa](http://www.waverley.gov.uk/milfordcaa)

150 individuals and organisations were contacted by letter (see Appendix A for full list of those consulted). In addition to the webpage on the Council website, a press release (Appendix B) was issued to inform the public of the consultation.

A full summary of the consultation responses and the Council's response is attached at Appendix C. The main issues have been identified as a result of this process and where practicable and appropriate, amendments made to the CAA.

Respondents were able to comment on the draft Milford CAA in a variety of ways:

- Via the Innovem (consultation) database
- By email and letter to the Planning Policy team

Two key questions were asked:

1. Do you have any comments on the draft Milford Conservation Area Appraisal?
2. Should the draft Milford Conservation Area Appraisal cover any other issues?

Respondents were also given the opportunity to give any additional comments that they thought were relevant to the draft CAA.

### **Consultation Responses**

Six responses were received to the draft document.

The main area raised related to the management plan. As a result the draft has been updated to include issues about the flood zone and infilling as well as separate sections about boundary walls and litter.

Recommendations identified within the management plan (including traffic calming, environmental enhancement to improve the public space in front of the Village Hall, the potential relocation of bus stop and to install a bus shelter more in keeping with the CA) were also supported.

### **Next Steps**

The consultation has informed the necessary amendments to the document before submitting through the committee process (Executive and Full Council) for adoption as a material consideration in planning applications and to inform future environmental enhancement works.

## **Appendix A – Consultees**

- Surrey County Council
  - Highways & Parking
  - Landscape.
- Waverley Borough Council
  - Local Ward Councillors
- Officers from Planning Services, Environmental Services, Community Services, Finance.
- English Heritage - Assistant Inspector of Historic Buildings and Areas, Sussex and Surrey.
- Natural England - Lead Adviser
- Environment Agency - Planning Adviser
- Witley Parish Council - Clerk
- The Owner/ Occupiers in:
  - Portsmouth Road – between Turnpike Cottage and Milford Village Hall.
  - Church Road – excluding 36 – 86 (even).
  - Station Road – ending at Little Bargate.

## Appendix B

# News Release

Issued by Waverley Borough Council

Date: Wednesday November 6  
2013

### Consultation On The Draft Milford Conservation Area Appraisal Underway

Waverley is seeking views on the draft conservation area appraisal of Milford village.

The village is one of 43 conservation areas in the borough and Waverley is keen that it keeps pace with any changes. To do that, views from across the community are needed.

The draft Milford Conservation Area Appraisal is open for comment until December 9 2013 and is made up of two parts – one identifies and explains its special character while the other sets out the long-term management plan for the area.

The draft Milford Conservation Appraisal Consultation can be viewed online at [www.waverley.gov.uk/MilfordCAA](http://www.waverley.gov.uk/MilfordCAA) where feedback can also be registered. Hardcopies of the appraisal are available in the planning reception of Waverley Borough Council offices, The Burys, Godalming, GU7 1HR and responses can be sent by email to [colin.bannon@waverley.gov.uk](mailto:colin.bannon@waverley.gov.uk) or by post.

Cllr Stefan Reynolds, councillor responsible for planning at Waverley Borough Council, said: "Milford is a unique part of Waverley and we are keen that it is maintained and improved in the right way. This needs community input and the conservation consultation appraisal allows people to make comments on what has been put forward but also suggest other issues they feel should be covered."

#### **For further information contact:**

Tel: 01483 523344 or 523296

Web : [www.waverley.gov.uk](http://www.waverley.gov.uk)

Email: [communications@waverley.gov.uk](mailto:communications@waverley.gov.uk)

## Appendix C

| Consultee              | Organisation          | Section of Document | Comment   | Officer Response  |
|------------------------|-----------------------|---------------------|---|---|
| Jonathan Fleming       | Environment Agency    | All                 | <p>The CA includes a stretch of the River Ock and associated flood zones. There should be no encroachment closer to the river, to help protect and enhance the river corridor including the flood plain meadows.</p> <p>Opportunities to improve the management of surface water should be considered for the CA including where appropriate the incorporation of green roofs, permeable paving and soft landscaping.</p> | <p>Updated section to reflect this.</p> <p>This will be noted for individual applications but not for the appraisal.</p>  |
| Fiona Fox              | Witley Parish Council | Management Plan     | <p>Support for traffic calming measures, in particular with added pressure from Milford Hospital development.</p> <p>Support for public space improvement in front of Village Hall, replacement of bus shelter, improvement to cross roads including wooden bollards or suitable boulder to prevent traffic cutting across green space at the Coop.</p>   | <p>Agreed – Outline planning permission has been granted (WA/2012/1592 - 31/07/2013). Subject to Section 278 and 106 agreements and conditions which seek to provide management and mitigation for associated higher impact of development.</p> <p>Noted – covered in 4.2 &amp; 4.3</p> |
| Helen & Cameron Searle | Residents             | Management Plan     | <p>Problems with volume and speed of traffic – need for speed camera, repeater signs, 30mph speed limit on Station Road. More pedestrian crossings<br/>Litter near retail units</p> <p>Play equipment for older children in Jubilee Fields.<br/>Area in front of Village Hall needs work.</p>   | <p>Noted.<br/>Litter section added.<br/>Milford Village Hall Committee to approach WBC to see if any money to put into projects.</p>  |
| David Coombs           | Resident              | All                 | <p>Infilling – in particular behind Milford House.<br/>Village Hall – locally listed?<br/>Bargate wall at Tescos</p>  | <p>Noted –further comments added in Section 3.1.2<br/>Village Hall could be considered as Building of Local Merit (BLM) – we would encourage the Parish Council to take forward the BLM project.<br/>Another section on boundary walls in “Architectural Quality &amp; Built Form”</p>  |
| Samantha Johnson       | English Heritage      | All                 | <p>Green open space in front of Secrets – buffer and entry point in to CA</p>   | <p>Noted and included</p>   |
| John Lister            | Natural England       | All                 | <p>No comments</p>  | <p>N/A</p>  |