

Alfold Conservation Area Appraisal and Management Plan

Table of Contents

PART 1: Alfold Conservation Area Appraisal

1 Introduction

- 1.1 What is a Conservation Area?
- 1.2 What is a Conservation Area Appraisal (CAA) and Management Plan?
- 1.3 Planning Policy Framework and Sources
- 1.4 Methodology
- 1.5 Community Involvement
- 1.6 Summary of Alfold Conservation Area

2 Defining the Special Interest

- 2.1 Summary of the Special Interest

3 Assessing the Special Interest

- 3.1 Location and Setting
 - 3.1.1 Landscape Setting
 - 3.1.2 General Character and Plan Form
 - 3.1.3 Economic Profile and potential forces for change
 - 3.1.4 Vistas
- 3.2 Historic Development
- 3.3 Architectural Quality and Built Form
 - 3.3.1 Period and Style
 - 3.3.2 Scale and Height
 - 3.3.3 Materials
 - 3.3.4 Street form and frontages
 - 3.3.5 Details
- 3.4 Listed Buildings and Heritage Features
 - 3.4.1 Listed Buildings
 - 3.4.2 Buildings of Local Merit (BLMs)
 - 3.4.3 Heritage Features
- 3.5 Heritage at Risk
- 3.6 Buildings which positively contribute to the CA
- 3.7 Open Spaces and Streetscape
 - 3.7.1 Open spaces
 - 3.7.2 Streetscape
- 3.8 Assessing the Condition
- 3.9 Identifying the Boundary

PART 2: Management Plan

4 Management Plan

- 4.1 Managing Change
- 4.2 Designation
 - 4.2.1 Buildings of Local Merit
- 4.3 Heritage at Risk
- 4.4 Celebration
 - 4.4.1 Waverley Design Awards
- 4.5 Enhancement Schemes
 - 4.5.1 Poorly maintained private land
 - 4.5.2 Utility Companies
 - 4.5.3 Traffic Management
- 4.6 Taking the CAA forward

Appendices

Appendix 1: Extracts from Waverley BC Local Plan 2002

Appendix 2: Glossary of Terms

Appendix 3: Historical Maps

List of Figures:

Figure 1: Alfold CA boundary and location

Figure 2: Plan of key vistas through Alfold CA

Figure 3: Vista 1: The Jubilee Pond

Figure 4: Vista 2: View south along Loxwood Road

Figure 5: Vista 3: Loxwood Road

Figure 6: Vista 4: The listed buildings on the approach to the church

Figure 7: Vista 5: The approach to St Nicholas Church

Figure 8: Vista 6: View north along Loxwood Road towards the former Crown Inn

Figure 9: Plan of listed buildings, heritage features and buildings of local merit

Figure 10: Plan of footpaths in and around Alfold CA

Figure 11: Plan of proposed extensions

List of Tables:

Table 1: Alfold CA at a glance

Table 2: Summary of the Special Interest of Alfold CA

PART 1 – Alfold Conservation Area Appraisal

1. Introduction

1.1 What is a Conservation Area?

A Conservation Area (CA) is defined as “an area of special architectural and historical interest, the character or appearance of which it is desirable to preserve or enhance”¹. Designation of a CA covers all land within the CA and therefore planning control is directed at maintaining the special interest of the entire area, including the buildings, streetscene, uses and the relationship of these elements with open spaces and landscape.

CA designation gives a degree of protection against demolition of buildings and walls and the removal, or works, to trees, as well as reducing householder permitted development rights. CA designation enables the planning authority to ensure that the historic character and special interest, which attracts people to live, work and visit the area, remains intact and that development is of high architectural quality and in keeping with the area’s existing character.

1.2 What is a Conservation Area Appraisal (CAA) and Management Plan?

A CAA sets out to identify and assess the special interest of the CA, such as the notable buildings and open spaces, and the inter-relation of these together to form a unique character. The management plan will use the information gathered in the CAA to identify and implement enhancement and public realm enhancement schemes to preserve and enhance the CA.

The final document will inform positive management of the CA and will be adopted by the Council as a material consideration to be used in the determination of any application for planning permission and listed building consent within the CA. It will also be used to influence enhancement schemes for the long term management of the CA.

The document should be read in conjunction with Waverley’s Local Plan (both adopted and emerging) and National Planning Policy Framework (NPPF).

1.3 Planning Policy Framework and Sources

The Planning (Listed Building and Conservation Area) Act 1990 Section 71 (1) states:

¹ Planning (Listed Buildings and Conservation Area) Act 1990

“It shall be the duty of a local planning authority from time to time to formulate and publish proposals for the preservation and enhancement of any parts of their area which are conservation areas.”

Policy HE8 in the Local Plan states:

“...the Council will seek to preserve or enhance the character of conservation areas by...(e) carrying out conservation area appraisals”.

The NPPF, Chapter 12 (126) states:

“Local planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment...”

The CAA helps to identify the significance of heritage assets, and as such enables planners to confidently determine whether an application will devalue the significance of the CA.

It is in accordance with the above legislation and local policy that this CAA has been conducted. This appraisal was compiled with the assistance of Historic England’s guidance “Understanding Place: Conservation Area Designation, Appraisal and Management” (March 2011). Historic England has also published guidance called “Knowing Your Place” (March 2011).

1.4 Methodology

To assess the CA comprehensively, a historic study of the area was undertaken, including assessment of historic maps in comparison to modern maps. In conjunction with this, site visits were conducted to establish the character and identify the architectural interest of the CA. A photographic survey was undertaken of the key views and vistas within the CA, and is used throughout this appraisal. The boundary has also been reviewed.

1.5 Community Involvement

A site visit was held in July 2015 with Local Councillors to identify enhancement schemes and gain feedback on the CAA, with any comments made incorporated.

A six week consultation was undertaken to seek residents’ views. Key stakeholders (including Historic England and the Parish Council) were also included. Responses to the consultation were reviewed and where necessary the document updated.

1.6 Summary of Alfold Conservation Area

| Table 1: Alfold CA at a glance | |
|---------------------------------------|--|
| Date of designation | 1970; extended in 1989 |
| Location | Easting 503.842; Northing 134.066 |
| Current Size | 6.04ha |
| Changes to Boundary | Proposed |
| General Condition | Good |
| Designated Buildings | 13 Listed buildings, 2 Buildings of Local Merit, 4 Heritage Features |
| Positive Factors | Uncluttered streetscene; |
| Negative Factors | Loss of historic windows and detailing e.g. leaded lights; traffic through the village; |

2. Defining the Special Interest

English Heritage defines special interest as the “special architectural or historic interest” of the area that warrants designation and the “character or appearance of which it is desirable to preserve or enhance”².

2.1 Summary of the Special Interest

The following provides a summary of the special interest of Alfold CA:

| Table 2: Summary of special interest of Alfold CA | |
|--|--|
| Overview | <p>The historic core to the village lies around St Nicholas Church. A cluster of listed buildings and heritage features, including some historic paving, stocks and a whipping post, retain the original vistas and character of the village which makes it easy to understand how the local community lived and worked in the past. The dwellings which have developed along Loxwood Road, particularly on the northern side, connect the historic building Alfold House to the historic core, and the boundary treatments create an attractive, uncluttered streetscene that contributes to the character of the area.</p> <p>The conservation of the streetscene, the historic buildings and the boundary treatments are important to retain the character of the CA.</p> |
| Heritage | <p>Alfold is one of the few Surrey villages whose historic core is so preserved that it is easy to imagine how the local community lived 100, or even 200, years ago. The historic buildings in Alfold are incredibly well preserved; the listed buildings typify the Surrey vernacular with traditional materials and detailing. The business centre on the northern periphery of the CA retains the agricultural barns (now in use as offices), and the church at the centre of the village is surrounded by heritage features such as the stocks and war memorial that give great understanding to the past way of life.</p> |
| Form | <p>Alfold CA originally developed around a node, St Nicholas’ Church, where there is a hub of heritage features and historic buildings. Later, infill</p> |

² <http://www.english-heritage.org.uk/publications/understanding-place-conservation-area/>

| | |
|-----------------------------|--|
| | development along Loxwood Road in the 19 th century expanded the CA into a linear development, with 20 th century dwellings filling in the southern side of the road. The CA is, therefore, now focused around Loxwood Road, and the vistas through the CA are significant to the character. |
| Notable buildings | St Nicholas Church; 19 th century terraced cottages along Loxwood Road are examples of cottages built to house a growing population along the new primary road from the coast to Guildford. |
| Main Architectural Features | Creative and interesting tile hanging, dominant chimneys, white wash and brick, some retention of historic detailing e.g. leaded lights. |
| Vistas | The vistas which are important to Alfold CA are primarily along Loxwood Road. The approach to the CA from both the north and south is semi-enclosed by trees which creates a funnel effect that focuses on the Building of Local Merit, the former Crown Inn, from the south, and the Evangelical Church from the north. The variety of boundary treatments (i.e. stone walls and vegetation) and varying architectural styles along Loxwood Road creates an interesting streetscene which is particular to Alfold. Additionally, the collection of cottages on Rosemary Lane and the effect of the listed paving on the approach to the church are central to the character of the historic core. |

Loxwood Road, such as Alfold House and Cherry Tree Cottage, form the original approach to the Church and since the late 19th and 20th centuries there has been gradual infill development that has generated a linear plan form along Loxwood Road.

Alfold is a good example of a Low Weald settlement that includes historic buildings built in the traditional Surrey vernacular as well as demonstrating interesting and diverse architectural features and details. The barns within Alfold Business Centre, which are now converted to office and residential, have, in the most part, been kept to their original form. This is important to the character of the CA as they are the only examples within the CA of buildings that are reminiscent of the agricultural origins of Alfold.

3.1.3 Economic profile and potential forces for change

Census data shows that 92% of the economically active population are employed or self-employed, and 58% of the population (within the Alfold Parish) own their own properties.

There are limited commercial or business uses within the CA; the last remaining village service is located on Loxwood Road, at the Old Store and Post Office and on the northern periphery of the CA, there are business units occupying the old agricultural barns.

As with many CAs throughout Waverley, there is pressure for development within, or on the outskirts, of Alfold CA. It is important that all development is sympathetic with the character of the CA and preserves and enhances the special architectural and historic interest of the CA.

3.1.4 Vistas

Below are a selection of the key vistas that are important to the character of the CA and experienced by those who live, work and travel through the CA.

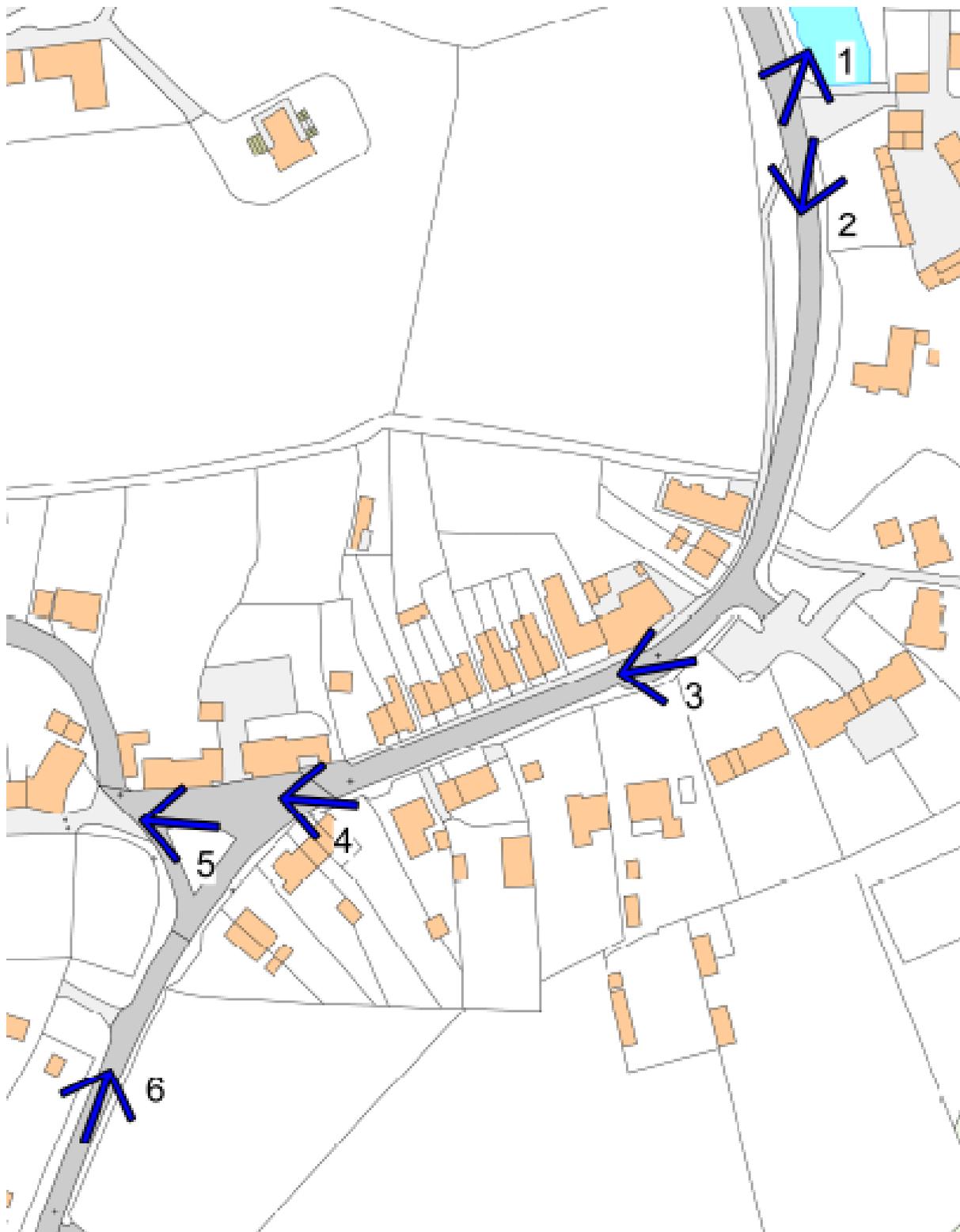




Figure 3: Vista 1: The Jubilee Pond



Figure 4: Vista 2: View south along Loxwood Road



Figure 5: Vista 3: Loxwood Road



Figure 6: Vista 4: The listed buildings on the approach to the church



Figure 7: Vista 5: The approach to St Nicholas Church



Figure 8: Vista 6: View north along Loxwood Road, towards the former Crown Inn

3.2 Historic Development

Alfold was originally a hub of trades, with a history of farming, iron-working, charcoal burning as well as glass-making. Glass-making was introduced to the area by French Huguenots, first by John Carre in 1567, who was subsequently buried in the churchyard and whose headstone remains a heritage feature. It was an important trade during the latter half of the 16th century, primarily for vessel glass, and Alfold was perfectly located to easily produce the charcoal required. However, in 1615, James I forbade the use of charcoal for glass-making, which effectively stopped the industry in this area of the country. Little, if any, evidence remains of the glassmaking industry, but the prevalence of buildings from this era reflects this period of economic prosperity.

The earliest building within Alfold CA is St Nicholas Church, which is first recorded during the reign of Henry III (13th century). However, it is believed to have been in existence long before then. In the grounds of the church there remain heritage features such as the stocks (one of two remaining sets in Surrey) and whipping post. Additionally, the original school house was located in an old almshouse within the church grounds (destroyed in 1880) until the parish school was opened in the 1870s, and finally closed in 1993.



The first cottages were built in close proximity to the church. The majority of the 16th and 17th century properties, typical of the Surrey vernacular, are located on Rosemary Lane on the main approach to the church, with the post office building, Carrier Cottage and Alfold House dotted along Loxwood Road leading into the village.

By the 19th century, agricultural income was mainly from coppicing of oak, ash and elm, and keeping of oxen; there was not much impetus to encourage the settlement to grow. Consequently, the village was described in the 19th century as “the most primitive village in Surrey”. However, since the formalisation of the Loxwood Road in the 1850s (which connected Guildford to the coast), it became a major thoroughway. At this time, there was no other well laid road in the Parish; nonetheless Ordnance Survey maps show that even in 1876 there were still very few buildings, demonstrating that Alfold was slow to develop despite the transport links.

The 1871 historic maps show the village was serviced by the “Parochial” School (a school which was affiliated with a religious organisation) mentioned above, the Crown Inn, a Post Office and the Church. There was limited residential development

within the village, so it can be assumed that these services were enjoyed by those living further out in isolated cottages. By 1898 there had been a significant amount of infill development along the northern edge of Loxwood Road, and the original school identified in the earlier maps had since moved. An interesting feature is the arrival of a Baptist Chapel at the eastern extent of the village that was erected in 1883³ and perhaps followed the desire of the larger village to have an additional option for worship. The Baptist Chapel since changed denomination to Methodist, and most recently Evangelical.

Throughout the 20th century there was further infill development, with the gradual development of the southern side of Loxwood Road, and Glebelands Meadow in the 1990s. The public house “The Crown Inn”, which had long served the community, was closed in 2011. The remaining commercial uses within the CA are the post office and local store, with Alfold business centre on the northern periphery (of which the roadside buildings were originally agricultural barns, the character of which still remains).

3.3 Architectural Quality and Built Forms

3.3.1 Period and style

Alfold CA exhibits a variety of architectural periods and styles having been continuously inhabited since the medieval period.



The construction of the church began in approximately 1100, with the south aisle added in 1200 and the north aisle in 1280. However, the north aisle was destroyed by fire in the 16th century, and not rebuilt until 1842. The church roof would have been originally laid with Horsham slabs but these now only survive on the lower portion of the roof with clay tiles laid upto the ridge. This may have been as a result of the increasingly prohibitive cost of Horsham slabs or the lack of skilled labour in the post-war years to undertake such work. Presently, there is a minimal amount of Horsham Slab remaining, which is desirable to preserve.

The earliest properties in Alfold CA, such as Crown Cottage, Rosemary Croft, Carrier Cottage and Alfold House were built in the 16th and 17th centuries. They typify the traditional Surrey (Wealden) vernacular, characterised by decorative tile hanging, exposed timber frames and brick infill panels; the irregularity of the windows and doors

³ <http://www.british-history.ac.uk/vch/surrey/vol3/pp77-80>

reflects the original needs of the dwelling and internal plan, also typical of dwellings of this period. Architectural features such as the irregularly shaped wall at the western extent of Rosemary Croft add to the historic and architectural interest. These features and details create a diverse and interesting village that is a good example of a Low Weald settlement.

Infill development between the post office and the former pub, now The Crown and Little Crown, is demonstrative of late 19th century and early 20th century terrace and semi-detached cottages. The regularity of the fenestration and decoration of the front elevation (e.g. brick string course) is typical of Victorian properties of this type.

The majority of the southern side of Loxwood Road was developed post-war in the mid-late 20th century and does not contribute significantly to the architectural interest of Alfold CA. Glebelands Meadow, as the most recent addition to the CA, was designed to mirror the traditional vernacular of decorative tilehanging and red brick, with half and full dormer windows. However, these properties are set back from the main road and do not form part of the immediate streetscene of Alfold CA.

3.3.2 Scale and height of buildings

The majority of buildings within Alfold CA are two storeys in height, with a maximum of two and a half storeys at the southern extent of the CA. Little Crown, part of the conversion of the old pub, and the converted barns in the business centre, are the only single storey buildings within the CA.

The buildings are generally domestic in form (with the exception of St Nicholas Church and Alfold Chapel), and are consequently not large in scale. Low ceiling and eaves heights are common, with the exception of the more modern developments of Glebelands Meadow and the former pub and Building of Local Merit 'The Crown' (due to the historic use of the building).

3.3.3 Materials

- Decorative clay tile hanging
- Waney edge timber boarding (particularly on outbuildings)
- Whitewash painted brick
- Exposed timber framing
- Red brick
- Clay roof tiles on historic buildings
- Slate roof tiles on 19th century buildings

3.3.4 Details

- Leaded light windows are an important feature to retain

- Retention of historic porches and fenestration
- Front facing gables
- Ornate gates on historic buildings
- Decorative and tall red brick chimneys
- Decorative barge boards
- Bay windows and Oriel windows
- String course on Victorian terraced properties
- Interesting roof forms and junctions e.g. catslide roof (Crown Cottage) and irregular wall (Rosemary Croft).

3.3.5 Street form and frontages



The boundary treatments along Loxwood Road evolve from north to south. At the northern extent, such as Alfold House and the business centre (and extending along the southern side of the road), a mixture of mature and well maintained hedging, closed-board wooden fencing and unmaintained trees and hedging enclose the streetscene, this reflects the rural nature of this part of the CA. On the northern side of Loxwood Road, such as between the post office and The Crown and Little Crown, more domestic boundary treatments such as low hedging and planting or low stone or brick walls and piers with pyramidal cappings, in front of a maintained small front garden, contrast to the enclosure provided opposite. This reflects the gradual development, over time, of the village. The variety of boundary treatments not only aid the definition of character, but also reflect the changing fashion over time. Additionally, the domestic frontages and differences found within them, add richness to the street scene and are an important element to be preserved within the CA.

The street frontages along Rosemary Lane contrast to Loxwood Road. Rosemary Lane is a narrow country lane with no pavements and the boundary treatments are generally in the form of hedging abutting the road. As a consequence, the lane is relatively enclosed, opening out towards the boundary of the CA where there is parking for the church and areas of grass verge.

The 'S curve' form of the main road is subtly defined through buildings which provide enclosure onto the highway and form focal points along the street scene. This street form is more evident on plan than at street level, but it provides the distinctive pattern of development which is critical to the understanding of the CA.

3.4 Listed Buildings and Heritage Features

By definition these heritage assets positively contribute to the setting and understanding of the CA

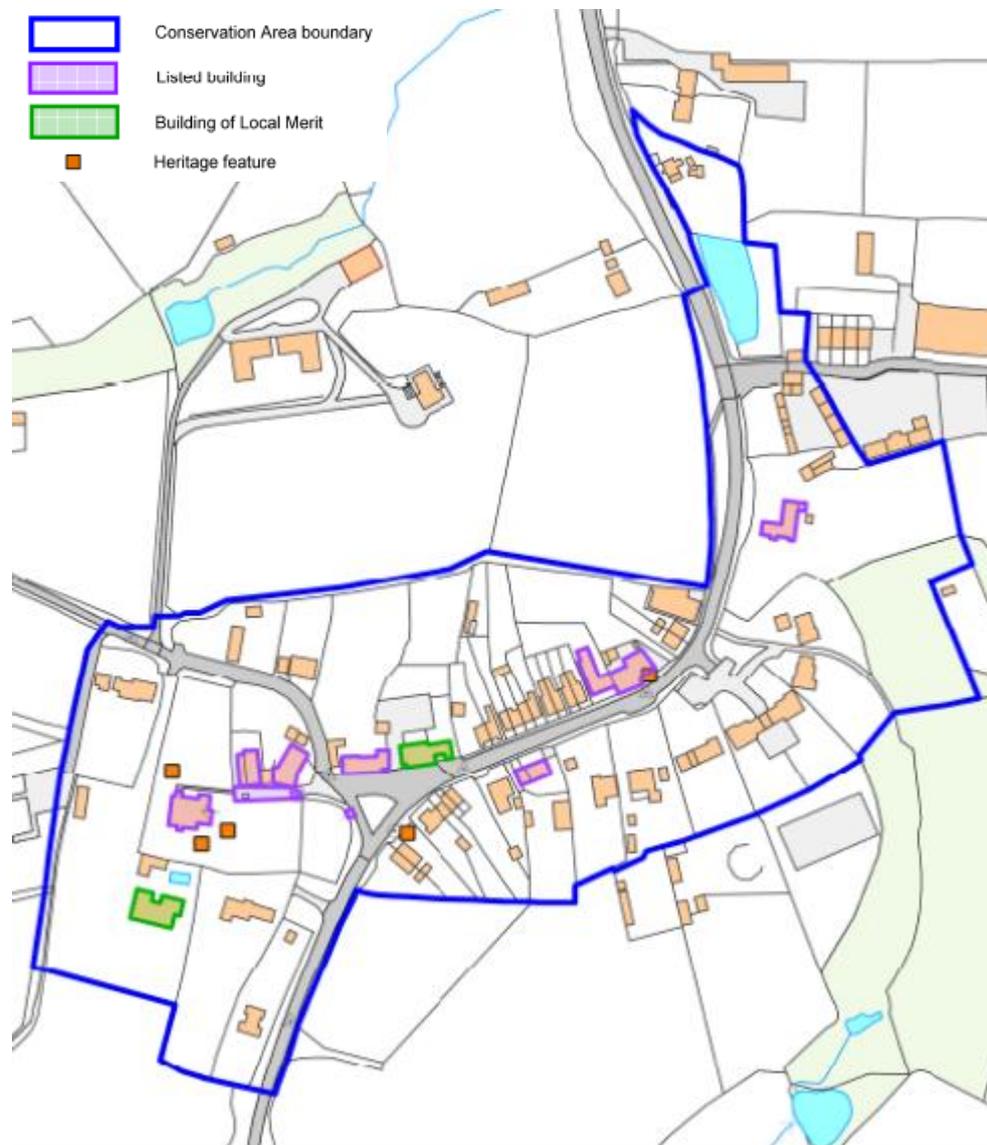


Figure 9: Plan of listed buildings, heritage features and Buildings of Local Merit

3.4.1 Listed Buildings

There are 13 statutory listed buildings in the CA:

Grade I

- Church of St Nicholas, Rosemary Lane, Alfold

*Grade II**

- Alfold House, Loxwood Road, Alfold

Grade II

- Crown Cottage, Rosemary Lane, Alfold
- Church Cottage and Church Rooms, Rosemary Lane, Alfold
- The stocks & whipping post at Church of St Nicholas, Rosemary Lane, Alfold
- Paving Slab outside Stocks and Church of St Nicholas, Rosemary Lane, Alfold
- Carrier Cottage & Cherry Tree Cottage, Loxwood Road, Alfold
- Alfold Stores & The Magnolias, Loxwood Road, Alfold
- Telephone Kiosk opposite Hillside, Rosemary Lane, Alfold
- Rosemary Croft, Rosemary Lane, Alfold



3.4.2 Buildings of Local Merit (BLM's)

Buildings of Local Merit (BLMs) are buildings identified by Waverley as of local historic, architectural or townscape merit. Many local authorities have lists of such buildings, sometimes called the local list and sometimes Buildings of Townscape Merit (BTM).

There are presently 2 BLM's within Alfold CA:

- Old Rectory, Rosemary Lane, Alfold
- The Crown and Little Crown, Loxwood Road, Alfold.

3.4.3 Heritage Features

In 1986, Waverley Borough Council produced a list of heritage features in Waverley⁴. The list covers natural landmarks, archaeological sites, historic structures, historic trees, roads, track ways and gardens. The purpose of the list was to identify features that for the most part were not protected by legislation, but were a significant and valuable part of the character and history of the Borough. The intention was that by recording them there would be more awareness of the value of preserving them.

⁴ Waverley Borough Council (1986) 'Heritage Features in Waverley' (4 volumes)



List of heritage features:

- Old Milestone with Alfold lettering on the top, and 'Brighton 32' on the side.
- War memorial in Alfold church yard
- Supposed grave of Jean Carre at the foot of the war memorial.
- Victorian 'do-it-yourself' letter box made by a local blacksmith

3.5 Heritage at Risk

There are no buildings within the CA on the Waverley BC & English Heritage "Heritage at Risk Register"⁵.

At time of print, there are no identified Grade II properties which are considered to be 'at risk'.

It is important to ensure that any listed buildings that fall into disrepair are identified early, so that Waverley Borough Council can work with the owners to find appropriate solutions and bring the building into a productive use.

3.6 Buildings which positively contribute to the CA

The buildings below positively contribute to the character of the CA. These do not include listed, or locally listed buildings, which by definition are also positive contributors.

1-4 Hurst Cottages: These cottages have been identified as positive contributors as they are well detailed and proportioned late 19th century terraced dwellings. Of particular interest are the symmetrical pairings of the cottages, the date plaque and the traditional stringcourse.

Alfold Business Centre - historic agricultural barns: The agricultural barns are the last remaining vestige of Alfold's agricultural past, and form an important part of the streetscene when approaching Alfold from the north. The form of the buildings which have been retained since conversion of the barns into offices has enabled the historic understanding of the village to be kept.

⁵ <http://www.english-heritage.org.uk/caring/heritage-at-risk/>

3.7 Open Spaces and Streetscape

3.7.1 Open spaces

At the junction of Loxwood Road and Rosemary Lane, there is a small area of grassland which has a notable tree located centrally. This area has been thoughtfully adapted to be of benefit to the public, with a wooden bench surrounding the tree and a litter bin provided. The use of wooden posts to protect the area from vehicles is sympathetic to the surroundings and retains the rural character. However, the standard plastic bollards in addition to these wooden posts are unattractive and detract from the appeal of the area, thus, it is suggested as an area of improvement or removal within the Management Plan.



The second public area of interest is at the northern extent of the boundary. Jubilee pond was included within the CA in 1989, as it was recognised that it provides an additional focal point to the village. The pond and surrounding area was donated to the Parish Council in 1997. Between 2000 and 2003 the pond was renovated to include a public bench, litter bins and a walkway onto the pond to make an attractive area for residents and visitors to visit.

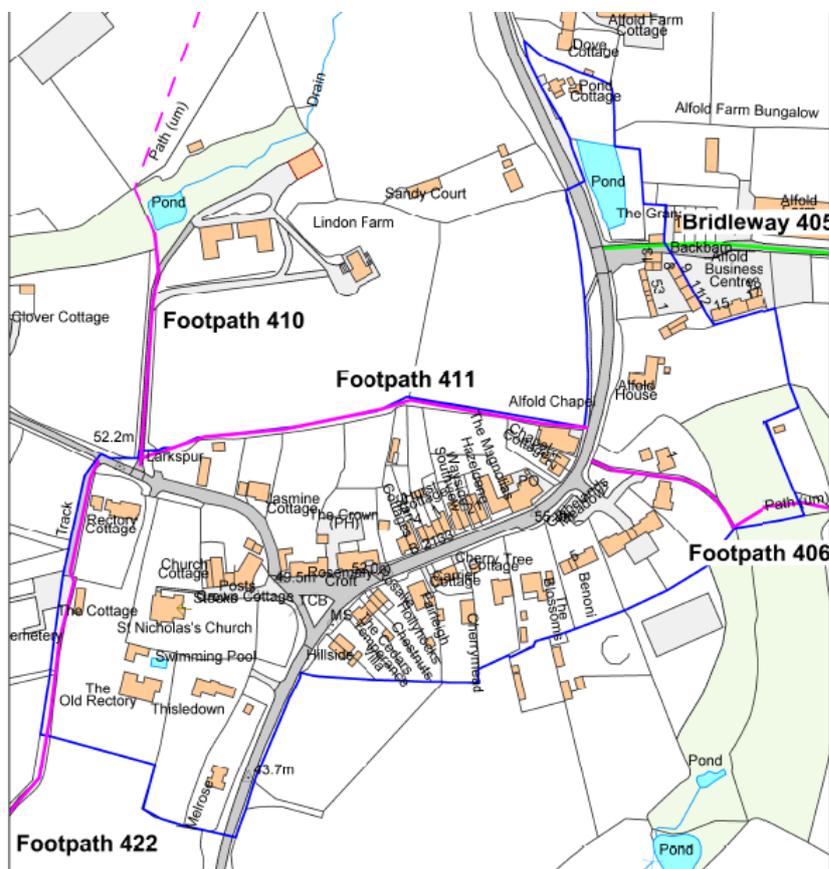


Figure 10: Plan of footpaths in and around Alföld CA

There are five main Public Rights of Way within Alfold CA, identified on Figure 10. These link the CA with the surrounding countryside and villages, providing interesting and scenic walks to residents and visitors of the CA alike. Footpath 411, which connects Rosemary Lane to the east and the Loxwood Road to the west, is relatively unmaintained and overgrown and consequently there is room for the accessibility of this footpath to be improved.

3.7.2 Streetscape

Alfold is a predominantly residential village, with the exception of St Nicholas Church, Alfold Chapel and Alfold village store. As a result, the streetscape is residential in character: formal boundary treatments, small front gardens and some off road parking. Parking is prominent throughout the CA, along Loxwood Road and in front of St Nicholas Church. The main road through the village, whilst standard in its width, provides opportunities for on street parking. Whilst this is visible and does have an impact on the character of the CA, it is not so dominate or intrusive to undermine the special character.

Notably, there is minimal street furniture along Loxwood Road and Rosemary Lane, this minimises unnecessary clutter and reinforces the character of the village.

At the junction of Loxwood Road and Rosemary Lane, there is a notable Lime Tree which has recently had a bench installed, surrounding the trunk. The green space around the Lime Tree is protected by wooden posts, as well as some old and damaged reflective bollards.

The approach to Alfold CA from the south is enclosed by tall trees and hedging lining the verge, creating a funnel effect towards the former Crown Inn; from the north, the road is more open, with a wide tree-lined grass verge that opens into a raised bank and footpath to the west, opposite the formal fence and hedging of Alfold House to the east. These approaches are important to the character of the CA, reinforcing the rural character of the village set within the open countryside of south-west Surrey.

3.8 Assessment of Condition

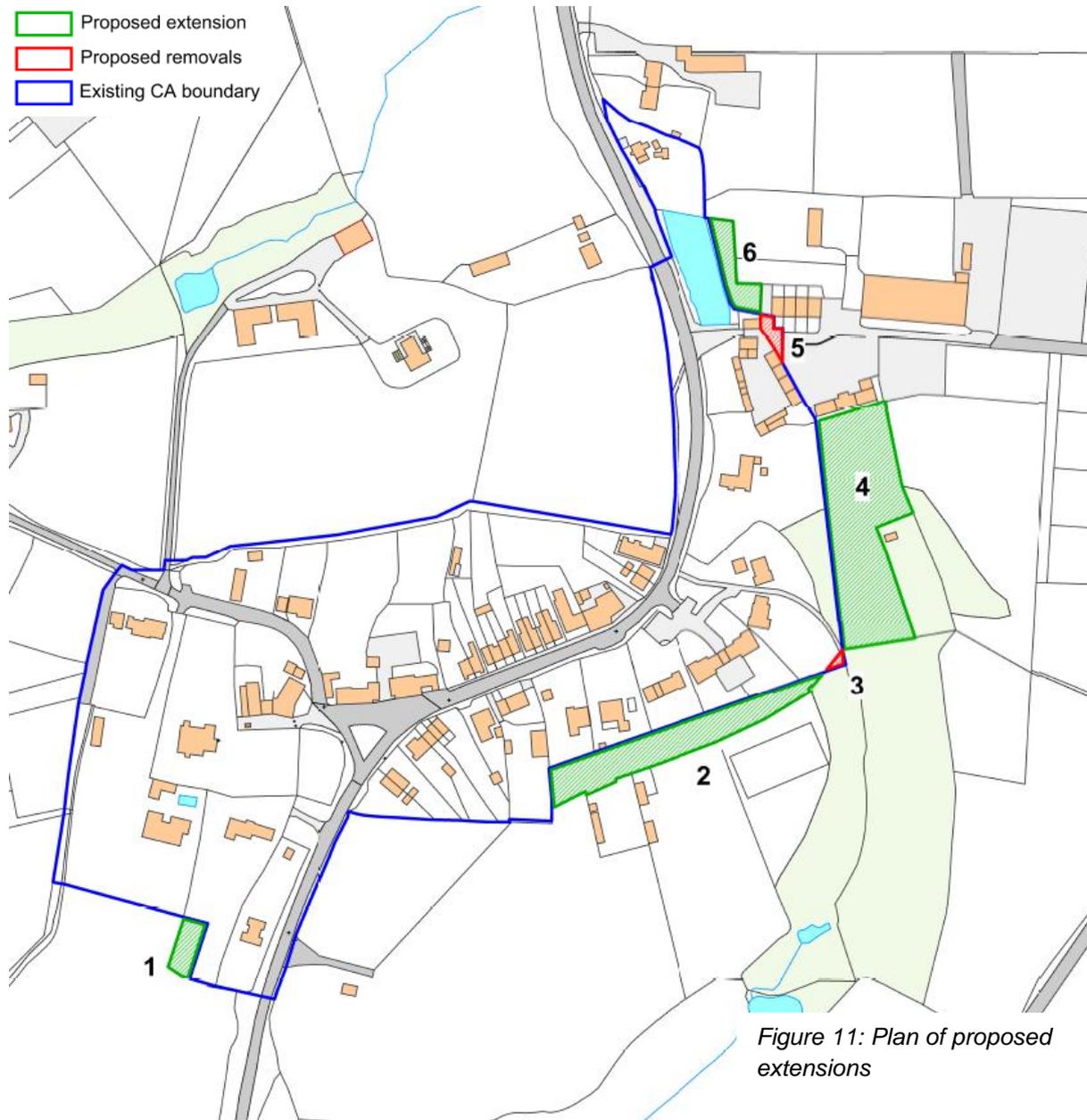
Overall: Good condition

The listed buildings, buildings of local merit and other buildings within the CA are all in good condition and appear to be well maintained, which reflects on the character of the CA. The architectural features and detailing which are important to the CA have been retained and new developments have sought to preserve this character.

However, there are parts of the CA which have become overgrown, degraded (for example the milestone on Loxwood Road) or damaged. These have been identified within the Management Plan as projects to enhance the CA further.

3.9 Identifying the Boundary

The following changes to the boundary were proposed as part of the CAA Appraisal process and Historic England confirmed their support of these changes. The reasons for the extensions and removals from the boundary are detailed below per area.



1. Extension: Garden of Thistledown

The boundary of the CA currently dissects the garden of Thistledown. To rationalise the boundary, and remove any confusion over the protection status of the dwelling, the rear section of garden is proposed to be included within the CA.

2. Extension: Gardens at rear of Loxwood Road

Since the original designation of Alfold CA, the land to the southern side of Loxwood Road has been progressively developed. Consequently, the properties which have been built straddle the CA boundary and the rear extent of their gardens are currently located outside of the CA. The boundary is proposed to be amended to include the full curtilage of these properties, thus removing any confusion with regards to their protection status and rationalising the boundary.

3. Removal: Small area of woodland to rear of 2 Glebelands Meadow

Due to the development of Glebelands Meadow after the designation of the CA boundary, it is proposed to rationalise the boundary to remove a small area of woodland which is not included within the residential curtilage of the dwellings and does not contribute to the wider understanding of the CA.

4. Extension: Garden of Alfold House.

The existing boundary of the CA dissects the curtilage of Alfold House, a notable listed building that contributes significantly to the understanding of the development of the CA. The boundary is proposed to be extended to include the full residential curtilage of the property, which includes a pond that is visible from Footpath 406.

5. Removal: Land at Alfold Business Centre

Since the designation of Alfold CA in 1970, the 'Black Barn' has been converted into residential accommodation that includes front gardens within the residential curtilage. The Barn is not considered to contribute to the understanding of the wider CA, and therefore the boundary is proposed to be amended to remove all parts of the curtilage from the CA. To rationalise the boundary, the amended boundary will run across the front of the barns to the corner of the Granary.

6. Extension: Jubilee Pond and The Granary

Jubilee Pond was originally donated to Alfold Parish Council in 1977 by Mr Brian Trafford. Between 2000 and 2003, the Pond area (including the grass area and footpath to the east) was renovated to create a space which could be enjoyed by the local residents and visitors. It is evident that the benches, path, landscaping and grass bank all contribute to the enjoyment of the Jubilee Pond. Therefore, it is proposed that the full pond area that is located within the wooden boundary fence be included within the CA boundary.

The units of Alfold Business Centre which are included within the CA are all converted agricultural buildings that contribute to the understanding of the historic development of Alfold. The Granary has been converted into residential accommodation; however, the garden is not included within the CA boundary. To rationalise the boundary and remove any confusion with regards to the Granary's protection status, the garden is proposed to be included.

PART 2 - Management Plan

4.0 Management Plan

The following sections within the Management Plan set out specific actions/projects aimed at preserving and enhancing the CA in the future.

4.1 Managing Change

The qualities that make CAs appealing can often lead to further pressure for development. However, given the close knit development pattern of the CA, there are few (if any) opportunities for new development (beyond smaller extensions or alterations to existing buildings). It is expected that where consent or planning permission is necessary, the appraisal section of this document should be taken into account when making the decision.

In particular, the use of timber framing could inspire imaginative design in new development, reflecting the local historic traditions. The use of chimneys and typical window types seen throughout the CA should also be reflected in new development. The size of these openings and use of chimneys could be used as inspiration to achieve creative responses to sustainability requirements.

Various small scale enhancement opportunities within the CA have also been identified and form part of this management plan.

4.2 Designation

4.2.1 Buildings of Local Merit

In addition to statutory listing, the NPPF states that Heritage Features and BLMs are designated heritage assets. Waverley has set up a project to identify, review and adopt additional BLMs. This is a community led project which includes a consultation process with owners and local amenity societies. The Parish Council take the lead on the project with support given by Waverley.

Recommendation:

That Alfold Parish Council with the support of Waverley Borough Council officers undertake a review of the BLMs to identify potential candidates to be designated as a BLM.

4.3 Heritage at Risk

The character of Alfold CA is heavily reliant on the preservation of the heritage assets. These assets should be preserved, and those which are deemed 'at risk' identified.

4.4 Celebration: Waverley Design Awards

The Waverley Design Awards scheme was introduced in 1995 to encourage an interest in the quality of the built and natural environment of the borough. The scheme promotes an awareness of the need for high standards in design including planning, architecture, sustainable development and landscaping.

The awards are made every two years and the next one is due in 2015. It is important to ensure that outstanding design is identified and promoted especially when it preserves and enhances the CA.

Recommendation:

Alfold Parish Council is encouraged to nominate new, outstanding developments to the Waverley Design Awards.

4.5 Enhancement Schemes

4.5.1 Utility companies

Utility companies often carry out works on the highway within the CA (road or pavement). Utility companies (and their contractors) are required to ensure that the surface is made good, to the same standard that was originally there. In addition, it is understood that they can implement a temporary surface for a period of six months before making the area good. Within a CA unsatisfactory works by utility companies can undermine the character of the area and have a detrimental impact on the appearance of the street.

A Task Group at Surrey County Council (SCC) has produced a report: "Improving the Co-ordination and Quality of Work of Utilities Companies in Surrey", 10 January 2013 which considered the views of residents, Councillors, utilities companies and officers. The conclusions were that SCC could undertake a number of actions to work more effectively with utilities companies to improve the quality of street works in Surrey, minimising the disruption caused to residents and road users by:

- Communication
- Monitoring and Reporting
- Utility companies must apply for a permit from the Streetworks team at SCC.
- Improved working in areas with special conditions (*including Conservation Areas*).

Recommendation

Utility Companies should be made aware of the CAA document, and in particular be encouraged to ensure that their work is completed and 'made-good' as soon as practically possible. Where this has not happened (and within the existing guidance) the Streetworks team at SCC should be informed so that they can take appropriate action.

4.5.2 Restore the old milestone

The milestone on Loxwood Road is identified as a Heritage Feature, however, unfortunately it has deteriorated and the wording on the stone is now barely visible. It is recommended that the milestone is restored.



4.5.3 Improve the footpath connecting Loxwood Road and Rosemary Lane

The footpath which connects Loxwood Road and Rosemary Lane provides an alternative route for walkers to use other than the main road. It is currently unmaintained and overgrown. It is recommended that the footpath is made accessible to use and maintained throughout the year.

4.5.4 Restore the wooden posts and replace or remove the plastic bollards at the junction of Loxwood Road and Rosemary Lane



The green area at the junction of Loxwood Road and Rosemary Lane is currently protected by wooden posts, some of which have become loose and pulled from the ground. Additionally, at the southern end of the grass area there are Highways plastic reflective bollards whose purpose is to identify the curve of the road to vehicles at night-time.

It is recommended that, in discussion with SCC Highways, the bollards are either replaced with more sympathetic versions, or integrated within the existing wooden posts.

4.5.5 Upgrade the noticeboard

The local noticeboard, adjacent to the Parish noticeboard is in poor repair. It is recommended that the existing noticeboard is removed, and replaced



with a more sympathetic and aesthetically pleasing noticeboard.



4.5.6 Restore or upgrade the area surrounding the stile on Footpath 422

The stile on Footpath 422 appears to have recently been replaced, however, the original wooden and cement posts surrounding the stile are either in poor repair or now superfluous. It is recommended that the surplus posts are removed and fencing repaired

sympathetically.

4.5.7 Village signs

There is currently no village sign on entry to the village from the south. Therefore, there is an opportunity to install sympathetic village signs to the village.

4.6 Taking the CAA forward

It is recognised that the CAA be a living document that informs the consideration of planning applications within the area. It also, through the Management Plan identifies the key environmental enhancements that are a priority for the CA. Whilst Waverley Borough Council has a key role in ensuring that the document is implemented and regularly reviewed, many of the Management Plan actions need to be co-ordinated with partner organisations such as Surrey County Council and Alfold Parish Council. Without these partner's involvement, many of the projects will neither be viable or achievable.

Appendices

Appendix 1: Extracts from Waverley BC Local Plan 2002

Local Plan Policy HE8 – Conservation Areas

The Council will seek to preserve or enhance the character of conservation areas by:

- (a) the retention of those buildings and other features, including trees, which make a significant contribution to the character of the conservation area;
- (b) requiring a high standard for any new development within or adjoining conservation areas, to ensure that the design is in harmony with the characteristic form of the area and surrounding buildings, in terms of scale, height, layout, design, building style and materials;
- (c) in exceptional circumstances, allowing the relaxation of planning policies and building regulations to secure the retention of a significant unlisted building;
- (d) protecting open spaces and views important to the character and setting of the area;
- (e) carrying out conservation area appraisals;
- (f) requiring a high standard and sympathetic design for advertisements. Internally illuminated signs will not be permitted;
- (g) encouraging the retention and restoration of shop fronts where much of the original detailing still remains. Alterations will take into account the upper floors in terms of scale, proportion, vertical alignment, architectural style and materials. Regard shall be paid to the appearance of neighbouring shop fronts, so that the proposal will blend in with the street scene.
- (h) encouraging the Highway Authority to have regard to environmental and conservation considerations in implementing works associated with its statutory duties, including the maintenance, repair and improvement of public highways and the provision of yellow lines, street direction signs and street lighting.

Appendix 2 - Glossary of terms

IMPORTANT NOTE: This glossary does not provide legal definitions, but acts as a guide to key planning terms.

Building of Local Merit: BLM stands for Building of Local Merit. It is a building identified by Waverley as of local historic, architectural or townscape merit. Many local authorities have lists of such buildings, sometimes called the local list and sometimes Buildings of Townscape Merit (BTM). In Waverley we chose the designation BLM because it is less likely to be confused with statutory listed buildings and also recognises that not all our valuable buildings are within towns.

Conservation Areas: Areas designated by the Local Planning Authority under the Planning (Listed Buildings and Conservation Areas) Act 1990 Section 69 as being of special architectural or historic interest, the character of which it is desirable to preserve and enhance.

Development: Development is defined under the 1990 Town and Country Planning Act as “the carrying out of building, engineering, mining or other operation in, on, over or under land, or the making of any material change in the use of any building or other land.”

Heritage Assets: Parts of the historic environment which have significance because of their historic, archaeological, architectural or artistic interest.

Listed Building: A building of special architectural or historic interest. Listed buildings are graded I, II* or II. Listing includes the interior as well as the exterior of the building, and any buildings or permanent structures (e.g. walls) within its curtilage. English Heritage is responsible for designating buildings for listing in England.

Local Plan: A development plan prepared by district and other local planning authorities.

Non-designated Heritage Asset:

These are buildings, monuments, sites, places, areas or landscapes that have not previously been formally identified but that have a degree of significance meriting consideration in planning decisions, because of its heritage interest.

National Planning Policy Framework:

Issued by central government setting out its planning policies for England and how these are expected to be applied. It sets out the Government's requirements for the planning system only to the extent that it is relevant, proportionate and necessary to do so. It provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.

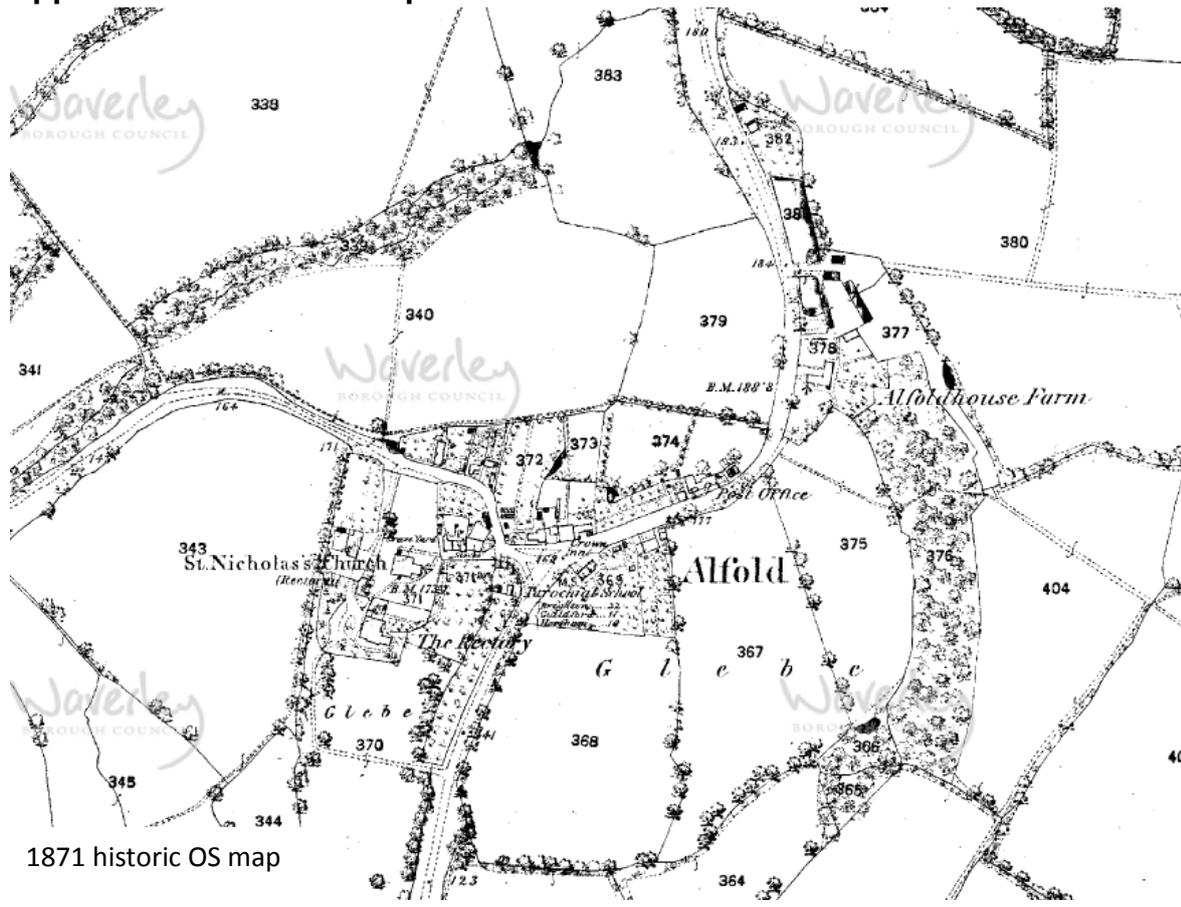
Strategic Housing Land Availability Assessment (SHLAA):

The SHLAA identifies a future supply of land which is suitable, available and achievable for housing uses over the plan period covered by the Local Plan. The SHLAA only identifies sites. It does not allocate sites to be developed (this is the role of the Local Plan). The identification of sites within the SHLAA does not imply that the Council would necessarily grant planning permission for residential (or other) development.

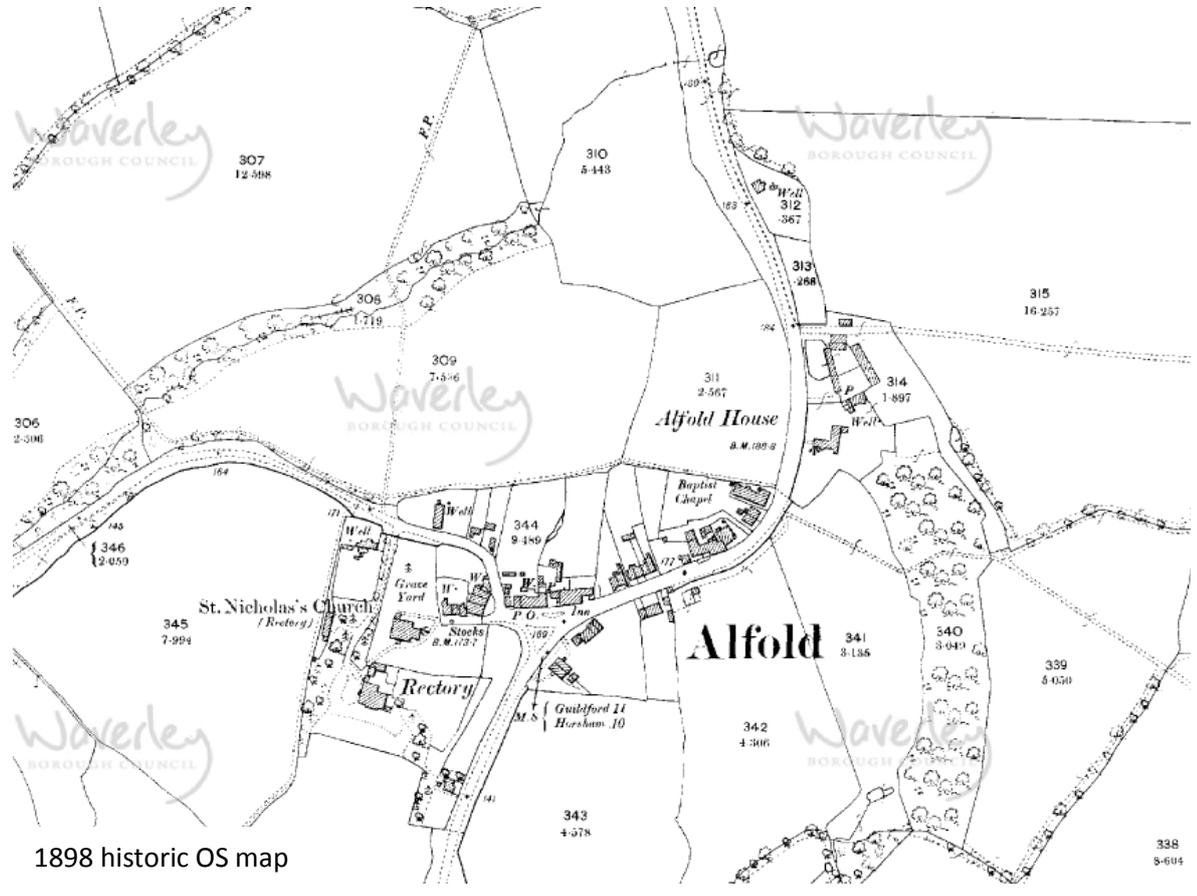
Vernacular:

Traditional architecture using local materials and following well-tried forms and types. For example, the Surrey vernacular is typified by timber frames and tile hanging.

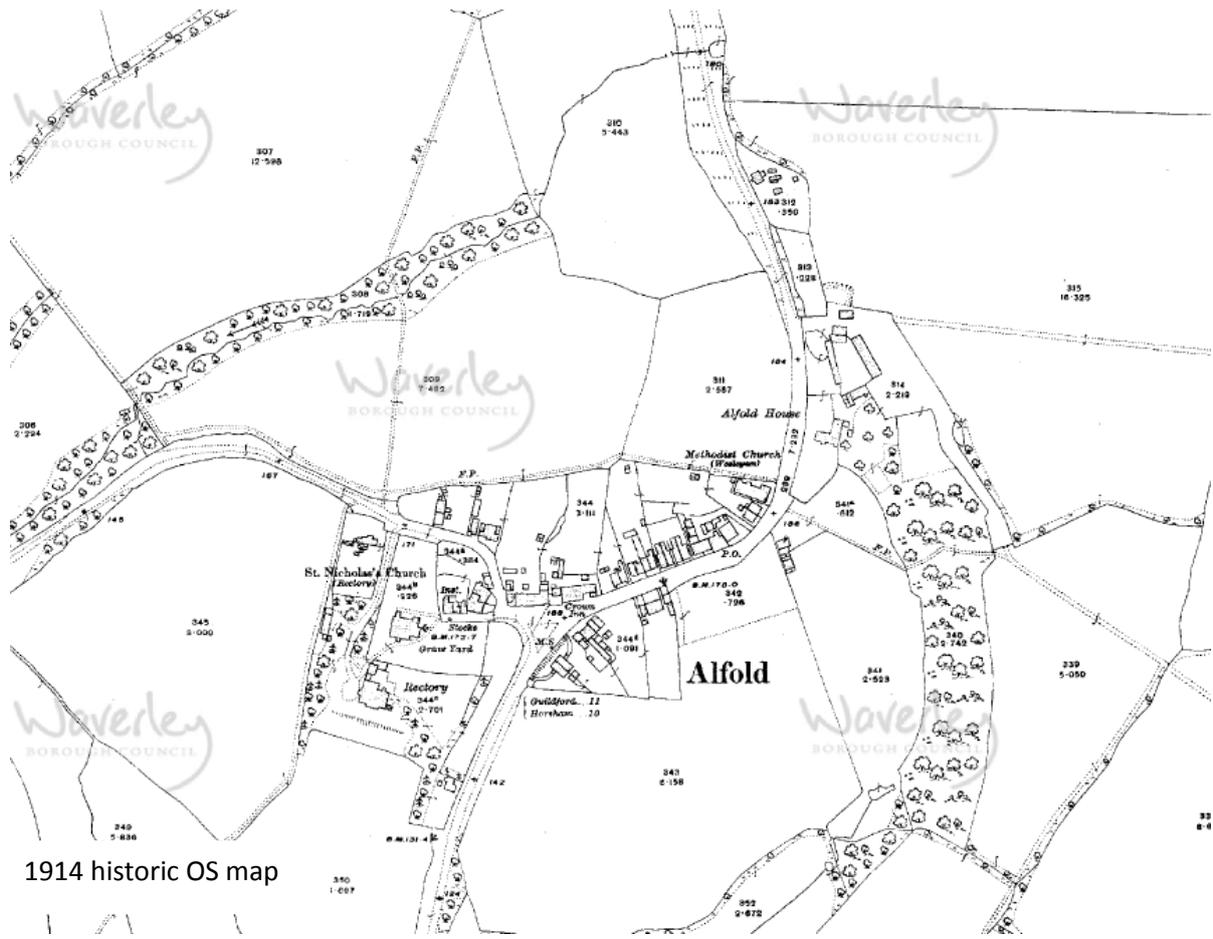
Appendix 3: Historical maps



1871 historic OS map



1898 historic OS map



1914 historic OS map