



## GAYTON CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

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### PART 2 – CONSERVATION AREA MANAGEMENT PLAN

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## **CONTENTS**

### **PART 2 – CONSERVATION AREA MANAGEMENT PLAN**

- 1.0       ROLE OF MANAGEMENT PLAN AND IMPLEMENTATION**
- 2.0       SUMMARY OF SPECIAL CHARACTER**
- 3.0       ISSUES, POLICIES AND RECOMMENDATIONS**
  - 3.1       Unitary Development Plan and Other Existing Planning Policy
  - 3.2       New Development and Alteration to Existing buildings and Sites
  - 3.3       General Guidance and Conservation Area Enhancement
- 4.0       RECOMMENDATIONS FOR BOUNDARY AMENDMENTS AND PROVISION OF  
ARTICLE 4 DIRECTIONS**

## PART 2 – CONSERVATION AREA MANAGEMENT PLAN

### 1.0 ROLE OF THE MANAGEMENT PLAN AND IMPLEMENTATION

- 1.1 At this stage of the process the Management Plan is an agenda for future action and consideration. This part of the document relies on the analysis contained in the appraisal to set out the issues and negative factors affecting both the private and public realm. As such it is the first stage in a management plan process which will refine the plan through further consultation, joint officer working and budgetary request.
- 1.2 It is recommended that the Appraisal, as an audit of the Conservation Area, is adopted by the Council and used as a material consideration in determining any planning applications within or affecting the setting of the conservation area. The Management Plan should be adopted for the time being pending further consultation with the local Conservation Area Advisory Committees and further review. In accord with English Heritage guidance, the Appraisal and Management Plan should be reviewed every five years. This review process may be tied into that of the key Local Development Framework documents to ensure consistency in approach and referencing.

### 2.0 SUMMARY OF SPECIAL CHARACTER

- 2.1 The following is a list of features and information that are part of Conservation Area's special character:
- An ancient settlement of Norse or earlier origins.
  - The village has grown up gradually over time, with 18<sup>th</sup> and 19<sup>th</sup> century buildings now dominating.
  - Buildings are generally simple in character, with considerable unity of building materials.
  - Despite its proximity to neighbouring suburbs the conservation area retains a distinct rural character .
  - Gayton Hall, the dovecote and numerous former farm buildings comprise an important group of historic buildings. Gayton Hall itself is a building of considerable architectural and historic interest
  - The cobbled surface of Gayton Farm Road is an unusual survival of historic paving and is essential to the character of the area.
  - Sandstone boundary walls and native hedging are important features within the area.

- Locally made red / brown brick and local red sandstone are the most prominent building materials in the village. The majority of roofs with historic coverings are slated.
- Openings and features such as chimneys are generally simple in character. Traditional small paned timber windows are important features on both grand and modest buildings in the conservation area.
- Informal, unmade lanes and tracks are prevalent within the conservation area.
- Extensive woodland and groups of mature trees are a key element in the area
- Panoramic views from parts of the conservation area across open space to the Dee estuary and North Wales contrast with the shelter of the trees and enclosure provided by the historic buildings
- Many recent developments in the village have not respected its character.

### 3.0 ISSUES, POLICIES AND RECOMMENDED ACTION

#### 3.1 UNITARY DEVELOPMENT PLAN AND OTHER EXISTING PLANNING POLICIES

3.1.1 Gayton Village is a designated Conservation Area and contains a number of Listed Buildings. Section 11 of Wirral Borough Council’s Unitary Development Plan (UDP) contains a range of policies relating to the historic environment. Those of particular relevance to Gayton are CH1 (Listed Buildings and Structures), CH2 (Development in Conservation Areas), CH3 (Control of Demolition in Conservation Areas) and CH13 (Gayton Conservation Area Policies). Supplementary Guidance Note 27 (SPG27) also relates specifically to Gayton.

3.1.2 The village is located within the Green Belt and this places restrictions on the range of acceptable uses, new development, re-use of buildings, extensions to existing dwellings or their replacement either within the village, its setting or open land beyond. Green Belt policies are set out in Section 7 of the UDP.

3.1.3 There is a general presumption against inappropriate development unless very special circumstances can be demonstrated. Applications for planning permission are currently assessed for compliance with the policies set out in Section 7 and Section 11 of the Unitary Development Plan, as well as Supplementary Guidance Note SPG31.

3.1.4 The following Conservation Area Management Policies relate to the implementation of the UDP. Each policy is structured to show the issue or potential threat, a policy and other actions to reduce that threat.

<b>DESIGNATION OF LAND WITHIN UDP</b>	
<b>Issue</b>	<b>Location</b>
The future re-designation of land in or around the conservation area through revisions to the Unitary Development Plan may be detrimental to its character or setting	Throughout
<b>Policy</b>	
<ul style="list-style-type: none"> <li>• The future re-designation of land within or around the conservation area should be considered in terms of the effects on its special character and setting.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>• Consider special character of the Gayton Conservation Area before any proposed changes of policy</li> </ul>	Mid-long-term

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## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

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<b>GREEN BELT POLICY</b>	
<b>Issue</b>	<b>Location</b>
The application of Green Belt policy to development of land or buildings within the conservation area or affecting its setting may overlook the need to preserve or enhance the character and appearance of the conservation area.	Throughout
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>In the application of Policies GB2, GB3, GB4 and GB5 the effects of any proposals on of the special character and appearance of the conservation area and its setting should be strong material considerations</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>Consider the special character of the Gayton Conservation Area in the application of policy</li> </ul>	Immediate

<b>NATIONAL AND LOCAL CONSERVATION POLICIES</b>	
<b>Issue</b>	<b>Location</b>
Policies CH1, CH2, CH3 and CH13, together with the guidance in PPG15, may not always be rigorously applied during the planning process, resulting in development or changes to buildings which are detrimental to the character of the conservation area.	Throughout
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>Ensure that all new development within the conservation area complies with polices CH1, CH2, CH3 and CH13 together with the relevant sections of PPG15.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>Rigorous inspection of planning, conservation area and listed building consent applications.</li> <li>Improve allocated resources and knowledge of planning staff to ensure that proper consideration is given to these issues in applications.</li> </ul>	Immediate

### 3.2 NEW DEVELOPMENT AND ALTERATION TO EXISTING BUILDINGS AND SITES

3.2.1 When a proposed new development is generally acceptable in relation to the UDP policies then the following recommendations should be applied to ensure suitable standards in the quality and character of new development, its scale, materials layout and the effect on views

<b>QUALITY OF NEW BUILDINGS</b>	
<b>Issue</b>	<b>Location</b>
Any potential buildings constructed within the conservation area may not be of an equal quality and may not have the design attributes of the historic buildings that characterise the area, therefore failing to preserve or enhance its character.	Throughout
<b>Policy recommendations</b>	
<ul style="list-style-type: none"> <li>In any new development within Gayton Conservation Area, there should be a strong presumption</li> </ul>	

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

<p>in favour of using traditional materials such as local red sandstone, soft textured red or brown brick and Welsh slate.</p> <ul style="list-style-type: none"> <li>• The use of smooth render may be considered on developments away from the historic core of the village, where the use of this material has become well established.</li> <li>• Any new buildings should match the quality of materials and level of architectural design of the original buildings, although some simplification of the detailing may be acceptable.</li> <li>• The use of contrasting modern materials of the highest quality may be appropriate if it can be satisfactorily demonstrated that they do not have an adverse effect on the setting of neighbouring existing buildings.</li> <li>• The use of imitation materials such as reconstituted stone or slate should not be permitted.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by relevant design details including materials</li> </ul>	Immediate

<b>CHARACTER OF NEW BUILDINGS</b>	
Issue	Location
The appearance of any potential new buildings constructed within the conservation area may be detrimental to its predominant vernacular and agricultural character.	Throughout
Policy recommendation	
<ul style="list-style-type: none"> <li>• In any new development within Gayton Conservation Area, there should be a strong presumption in favour of using simple building forms and detailing that characterise most traditional buildings in the area.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications and insist that all applications are accompanied by relevant design details.</li> </ul>	Immediate

<b>SCALE, MASSING, POSITION AND PROPORTIONS OF NEW BUILDINGS</b>	
Issue	Location
New buildings may detract from existing buildings in terms of their scale, massing, position or proportions	Throughout
Policy recommendations	
<ul style="list-style-type: none"> <li>• New buildings should respect the footprint sizes of existing neighbouring buildings and their</li> </ul>	

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## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

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relationships with each other (spacing), the road and their site boundaries.	
<ul style="list-style-type: none"> <li>• New buildings generally should be no higher than existing comparable buildings within their immediate vicinity in terms of both their eaves and ridge heights.</li> <li>• New buildings should match the floor-to-ceiling heights and general proportions of existing neighbouring historic buildings.</li> <li>• New buildings should reflect the simple footprint shape and massing of existing historic buildings.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by relevant design details.</li> </ul>	Immediate

<b>PLAN FORM AND LAYOUT OF NEW BUILDINGS AND INFILL DEVELOPMENTS</b>	
Issue	Location
New buildings and infill developments may detract from the townscape and historic development patterns that characterise the conservation area.	Throughout
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>• New buildings and infill developments should fit within the historic pattern of loose linear development and back-land courtyards on Well Lane and the upper part of Gayton Farm Lane.</li> <li>• New buildings and infill developments should fit within the established pattern of buildings in large grounds defined by historic boundaries in southern and eastern parts of the conservation area..</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by relevant design details.</li> </ul>	Immediate

<b>EFFECT OF NEW DEVELOPMENT ON VIEWS</b>	
Issue	Location
New development or extensions to existing buildings may adversely affect views of buildings within the conservation area, the setting of the conservation area or important view out of the conservation area.	Throughout
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>• Applications for planning permission for new development or significant extensions to existing buildings within the conservation area must demonstrate, where appropriate, that views of existing buildings, the setting of the conservation area and views out of the area are not adversely affected.</li> </ul>	



## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

Action	Priority
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by relevant design details.</li> </ul>	Immediate

3.2.2 SPG 16 “Landscaping and New Development” and SPG 17 “Trees and Development” set out guidance on landscaping throughout the Wirral. The following landscape features are matters which have been identified as particular issues in the Gayton Conservation Area. Much of the conservation area is covered by a tree preservation order (TPO).

<b>LANDSCAPING FOR NEW OR EXISTING BUILDINGS</b>	
Issue	Location
Poor or inappropriate landscaping around new buildings or extensions to existing buildings can detract from the character of the area	Throughout
<b>Policy recommendations</b>	
<ul style="list-style-type: none"> <li>• A detailed landscaping scheme should be submitted with any planning application for new buildings or significant alteration to existing sites.</li> <li>• The magnitude of necessary car parking should be considered alongside the level of occupation of any proposed building. Schemes for buildings that require an extent of car parking / number of cars that will detract from the character of the conservation area should be rejected.</li> <li>• New buildings should preserve existing areas of mature trees and other landscaping. Where any trees are removed, they should be replaced with semi-mature trees of the same or more appropriate native species, where these will not interrupt important views either when planted or when mature.</li> <li>• New boundary treatments should reflect the prevailing historic boundary treatments of the area.</li> <li>• Surfacing for drives, paths and hardstanding should reflect the prevailing surfaces found within the area.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by full landscaping schemes.</li> </ul>	Immediate

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

<b>PROTECTION, RETENTION AND PROVISION OF HEDGES AND TREES</b>	
<b>Issue</b>	<b>Location</b>
To maintain and enhance the character of the area attention needs to be paid to the retention of hedges as well as trees that contribute to the character and appearance of the area and the provision of new trees and hedges where appropriate.	Throughout
<b>Policy recommendations</b>	
<ul style="list-style-type: none"> <li>• Hedges of native species should be retained in field boundaries in areas of agricultural land and on the boundaries of domestic curtilages</li> <li>• Trees which contribute to the character of the conservation area should be retained and if needing to be removed for reasons of tree health or safety, replaced by trees of appropriate species and maturity.</li> <li>• Planting of hedges of native species should be promoted, particularly on boundaries that currently have unsympathetic boundary treatments.</li> <li>• When new trees are planted the impact of the tree on important views, both now and when it reaches maturity, must be carefully considered.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of hedges and trees within the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by full landscaping schemes showing the retention of trees and hedges and any replacement planting.</li> </ul>	Immediate

3.2.3 Extensions to dwellings are covered by Policy HS 11 in the UDP. The policy covers matters relating to scale, materials, design details, dormers, set backs of house extensions and the retention of amenity space. The following are additional matters which have been identified as potential issues in the Gayton Conservation Area.

3.2.4 While it is chiefly historic buildings that are likely to suffer through poorly designed extensions there are a number of modern buildings whose original design was sympathetic to the context of the village's historic buildings. These original design characteristics could be threatened by inappropriate alterations

<b>EXTENSIONS TO EXISTING BUILDINGS</b>	
<b>Issue</b>	<b>Location</b>
Extensions to buildings within the conservation area may detract from the significance of the individual building or the setting of adjacent buildings	Throughout
<b>Policy Recommendations</b>	
<ul style="list-style-type: none"> <li>• Extensions should only be permitted where it can be satisfactorily demonstrated that the additional structure has does not detract from the character and appearance of the area or of any building that makes a positive contribution to it. Extensions should be subservient to the parent building.</li> </ul>	

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

- Where extensions are proposed they should be prioritised towards the less significant areas of the building (for example a rear elevation or previously altered area).
- Alterations should be chosen that require the least possible degree of permanent loss of or change to historic fabric (for example minimising the size of new structural openings).
- The choice of the materials of the extension should minimise visual distraction from the original structure. Generally, it should be assumed that materials should match in terms of colour and texture. Traditional and/or natural materials such as sandstone, brick, timber and slate should be used unless an alternative can be adequately justified in terms of its visual effect on the conservation area. Where buildings are extended using traditional forms and materials, the subtle dating of the new element should be encouraged.
- Where a building has existing detrimental features (for example a poor quality porch or inappropriate windows), the opportunity should be taken if possible to secure improvements as part of the new building work.
- Dormers should not be accepted on former agricultural buildings or domestic buildings constructed before the late 19<sup>th</sup> century that do not already feature dormer windows. Roof lights may be considered acceptable for such buildings They should be confined to rear elevations and of a scale and design appropriate to the building in which they are installed.

Action	Priority
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Use more stringent design criteria in determining future planning applications.</li> </ul>	Immediate

3.2.5 UDP Policy GB3 (Re-Use of Buildings in the Green Belt) sets out the criteria and principles for their conversion including having no greater impact on the Green Belt, adequate access, restriction on traffic generation and ensuring buildings are in keeping with their setting.

3.2.6 None of the historic farm buildings in Gayton remain in agricultural use, however SPG 15 (Conversion of Redundant Agricultural Buildings in the Green Belt) provides guidance on minimising alterations and new openings and the simple landscape treatment of the setting. The English Heritage publication *The Conversion of Traditional Farm Buildings* provides detailed information and advice on good practice. ...

<b>CONVERSION AND ALTERATION OF FORMER AGRICULTURAL BUILDINGS</b>	
Issue	Location
The conversion of former farm buildings can often result in the loss of the agricultural character of the building.	All former agricultural buildings
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>• Schemes for conversion and refurbishment should be carefully designed to retain the form and character of the original structure, strictly minimising the size and numbers of new openings or alterations to existing openings.</li> </ul>	

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

<ul style="list-style-type: none"> <li>The construction of new 'domestic' features such as porches, dormers, chimneys, garages and garden walls/fences should be avoided.</li> <li>The choice of landscaping treatment around the buildings is also important with high quality hard landscaped courtyards more appropriate than domestic lawns.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>Promote an understanding of the special qualities of the conservation area.</li> <li>Use more stringent design criteria in determining future planning applications.</li> </ul>	Immediate

CHANGES OF USE	
Issue	Location
Changes of use of an existing building (subject to Green Belt Policy) can result in a number of incremental changes which result in an adverse effect on the conservation area.	All buildings
Policy recommendation	
<ul style="list-style-type: none"> <li>In considering applications for change of use, the council will require information on the design of refuse storage, waste pipes, ventilation fixtures, satellite dishes and aerials, any other fixtures, signage and car parking.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>Promote an understanding of the special qualities of the conservation area.</li> <li>Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by relevant design details.</li> </ul>	Immediate

3.2.7 UDP Policy CHI (Listed Buildings and Structures) and the national guidance PPG15 set out the controls over work to listed buildings. Any alteration, internal or external, which affects the special interest of a listed building, structure or its curtilage, requires Listed Building Consent.

CHANGES TO LISTED BUILDINGS	
Issue	Location
Certain changes to listed buildings, such as insertion of replacement windows and changes to chimneys, boundary walls and roof coverings, can not only be detrimental to the appearance of the individual buildings and their immediate setting, but they are also setting a poor precedent for other building owners.	Listed buildings
Policy recommendation	
<ul style="list-style-type: none"> <li>Ensure that any proposed alterations to a listed building are sympathetic to its historic fabric and appearance, and that the need for any alterations is fully justified.</li> <li>Owners of listed buildings should be notified of unauthorised changes to their buildings. Where evidence is available, (e.g. in the form of dated photographs) enforcement should be taken to</li> </ul>	

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

ensure the reinstatement of the original fabric or retrospective consent granted for alterations that are considered acceptable.	
Action	Priority
<ul style="list-style-type: none"> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by relevant design details.</li> <li>• Carry out a survey of all listed buildings, photographing them and noting any changes.</li> <li>• Prepare guidance leaflets for local residents.</li> <li>• Notify building owners of unauthorised changes and take necessary enforcement action. Where changes are unenforceable and not attributed to the current owners, the potential for grant-funded reinstatement should be investigated.</li> </ul>	<p>Immediate for new applications. Short to mid-term for other measures.</p>

### 3.3 GENERAL GUIDANCE AND CONSERVATION AREA ENHANCEMENT

- 3.3.1 In addition to the rigorous and consistent implementation of existing policies local authorities can carry out a wide range of activities to further preserve and enhance conservation areas. These relate to building condition, management of the public realm, highway matters, extended planning controls, public information and involvement of local groups in securing improvements to the Conservation Area.
- 3.3.2 Some of the following recommendations have implications in terms of staff resource and finance. They are set out as an agenda for future action.
- 3.3.3 Most of the buildings in Gayton Village are in use and well maintained. Local authorities have a range of powers to secure the repair of historic buildings, both listed and unlisted, seriously at risk. Keeping buildings in use is the best way to ensure that they are well maintained. Good maintenance of historic buildings is the key to avoiding costly and often damaging repairs.

CONDITION OF INDIVIDUAL SITES AND BUILDINGS	
Issue	Location
The condition of an individual site or building can be detrimental to the appearance of the area and may set a poor example to other owners.	Throughout
Policy recommendations	
<ul style="list-style-type: none"> <li>• The local authority should serve Section 215 notices on owners of buildings or land whose condition adversely affects the amenity of the area, requiring them to remedy the detriments or face the necessary costs for the local authority to do so.</li> <li>• Under section 54 of the Planning (Listed Buildings and Conservation Areas) Act 1990, urgent works notices should be used to secure emergency or immediate repairs on any unoccupied building (or part of a building) within a conservation area where it adversely affects the character of the area. Where the building is unlisted a direction from the Secretary of State will be</li> </ul>	

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

required.	
Action	Priority
<ul style="list-style-type: none"> <li>• Prepare a guidance leaflet and issue to all residents within the conservation area explaining the benefits of good, regular maintenance and appropriate repair techniques.</li> <li>• Regularly visit the conservation area, noting any sites or buildings in a poor condition. Serve relevant notices where appropriate.</li> </ul>	Immediate to midterm

3.3.4 The public realm is a major feature in the overall appearance of an area. As part of its role as the highways authority the local council can make a major contribution to the well being of conservation areas. In the case of Gayton Village the retention and sensitive repair and maintenance of the cobbled surface to Gayton Farm Road is fundamental to preserving the character and appearance of the conservation area.

3.3.5 Unmade tracks are also a key feature of the area and hard surfacing would seriously undermine the area's rural attributes.

3.3.6 The installation of street lighting, signage and other street furniture also requires careful consideration due to the rural character of the area and the importance of views out across the Dee Esturay.

CONDITION / MAINTENANCE OF THE PUBLIC REALM	
Issue	Location
Installation of services or other highway works may disrupt and damage the historic cobbled paving of Gayton Farm Lane. New installations or resurfacing elsewhere in the conservation area could have a detrimental impact.	All public roads and pavements
Policy recommendation	
<ul style="list-style-type: none"> <li>• The existing public realm areas should be well maintained and where necessary repaired to a standard that befits the conservation area and enhances the setting of the existing buildings.</li> <li>• Any new service installations must take account of the area's special interest.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>• Regularly monitor condition of public realm areas and make necessary improvements where necessary</li> </ul>	Mid-term

HIGHWAYS MARKINGS AND SIGNAGE	
Issue	Location
Highway markings and signage can be visually intrusive and detrimental to its character and appearance. Future highways features, such as street name signs and double yellow lines may be visually obtrusive and of an inappropriate design / materials.	All public roads and pavements
Policy recommendations	

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## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

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<ul style="list-style-type: none"> <li>Ensure that all future highways features are proven to be necessary and are of an appropriate design and constructed of appropriate materials.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>Obtain advice on appropriate alternatives to standard practice</li> </ul>	Mid-term

3.3.7 While many local residents may be interested in the history of their area and derive pleasure from the conservation area status of Gayton Village others may be unaware of the benefits and responsibilities that designation brings. The Heswall Society is a local group active in promoting public understanding of the history of Heswall and Gayton and acting to preserve the historic environment.

<b>PUBLIC AWARENESS AND CONTRIBUTION</b>	
<b>Issue</b>	<b>Location</b>
Residents are often inadequately aware of the purpose of a conservation area, the benefits designation may have to them and how they may influence its future. The skills and expertise of local residents groups, individuals or major landowners may be underutilised.	Throughout
<b>Policy recommendations</b>	
<ul style="list-style-type: none"> <li>Make conservation area information readily available to residents, for instance making appraisals / management plans available in local libraries (or other well used public buildings) and on the internet.</li> <li>Prepare a guidance leaflet and issue to all residents within the conservation area.</li> <li>Encourage the involvement of The Heswall Society to help preserve its special character and to instigate enhancements where appropriate.</li> <li>Residents groups may be particularly useful in the recording of the area in terms of its present day character and historical development.</li> <li>Encourage dialogue between local residents groups and major landowners to promote enhancement and maintenance works within the conservation area.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>Dialogue between local authority, residents groups and major landowners</li> </ul>	Mid term.

3.3.8 In carrying out conversions or alterations to the fabric of existing buildings and boundary structures the following good conservation practice should be applied. Some development within conservation areas, particularly for householders, is within permitted development rights. Depending on the scale of the building works planning permission may or may not currently be required. Even when a statutory consent is not required, the local authority is in a good position to offer advice to property owners and so help them to maintain both the historic interest and commercial value of their property.

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## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

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<b>GUIDANCE ON STRUCTURAL ALTERATION TO HISTORIC BUILDINGS</b>	
<b>Issue</b>	<b>Location</b>
Alterations to the main historic fabric of a building can lead to the loss of some of its historic value and visual qualities and can be detrimental to the character and appearance of the area as a whole. The same concern applies to more recent buildings whose original design was sympathetic to the area's character and appearance.	<i>All buildings making a positive contribution to the area.</i>
<b>Policy recommendations</b>	
<ul style="list-style-type: none"> <li>• Where alterations are necessary for the continued use of the building they should be prioritised towards the less significant areas of the building (for example a rear elevation or previously altered area).</li> <li>• Alterations should be chosen that require the least possible degree of permanent loss of or change to historic fabric (for example minimising the size of new structural openings).</li> <li>• Where replacement of existing original or early fabric is proved necessary it should always be done on a like-for-like basis where possible, not exchanging traditional materials for modern alternatives (for example repairing a stone wall using stone, not concrete blocks).</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Prepare guidance leaflets for local residents.</li> <li>• Through example and encouragement, promote good conservation practice for older buildings and sympathetic change to more recent buildings.</li> <li>• Consider putting in place article 4 directions to protect features of unlisted buildings that form part of the character and appearance of the area.</li> <li>• Take enforcement action where appropriate for unauthorised work.</li> </ul>	Immediate for advice to residents' queries. Mid term for other measures.

<b>GUIDANCE ON ALTERATION OR LOSS OF ARCHITECTURAL FEATURES</b>	
<b>Issue</b>	<b>Location</b>
Alterations to or loss of existing features on historic buildings that contribute to their character and appearance can be detrimental to the individual building and the area as a whole. The same concern applies to more recent buildings whose original design was sympathetic to the area's character and appearance.	<i>All buildings making a positive contribution to the area</i>
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>• Existing original or early features should be retained if at all possible. Where their replacement is necessary, it should be on a like-for-like basis in terms of materials and design. Any changes to primary features such as windows, doors and chimneys should be carefully considered by the local authority.</li> <li>• Repair of worn or damaged features should always be considered before replacement. For example partially decayed timber doors and windows may be easily repaired by a suitably skilled joiner.</li> </ul>	



## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

<ul style="list-style-type: none"> <li>Upgrading to meet modern requirements should be considered before replacement. For instance draft stripping and secondary glazing should be installed in preference to the wholesale replacement of existing windows.</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>Promote an understanding of the special qualities of the conservation area.</li> <li>Prepare guidance leaflets for local residents.</li> <li>Through example and encouragement, promote good conservation practice for older buildings and sympathetic change to more recent buildings.</li> <li>Consider putting in place article 4 directions to protect features of unlisted buildings that form part of the character and appearance of the area.</li> <li>Take enforcement action where appropriate for unauthorised work.</li> </ul>	<p>Immediate for advice to residents' queries. Mid term for other measures.</p>

GUIDANCE ON ALTERATIONS TO MODERN BUILDINGS	
Issue	Location
<p>Alterations to more modern buildings in the conservation area may offer opportunities for enhancing the character and appearance of the area as a whole. Poor design choices may make an unsympathetic building worse in terms of its wider contribution..</p>	<p>All buildings making a negative or neutral contribution to the area.</p>
Policy recommendations	
<ul style="list-style-type: none"> <li>The fundamental character of the existing building should be respected so that alterations do not appear incongruous.</li> <li>Colour for painted elements of a building must be carefully considered for their impact on the wider area and setting of the conservation area.</li> <li>Natural and locally traditional materials should be considered as an alternative to man made, for instance painted timber window frames or fascia boards in place of uPVC</li> <li>Where traditional details are not out of character with the building their use should be considered, for instance side hung casements not top hung opening lights</li> </ul>	
Action	Priority
<ul style="list-style-type: none"> <li>Promote an understanding of the special qualities of the conservation area.</li> <li>Prepare guidance leaflets for local residents.</li> <li>Through example and encouragement, promote good conservation practice for older buildings and sympathetic change to more recent buildings.</li> <li>Consider putting in place article 4 directions to protect features of unlisted buildings that form part of the character and appearance of the area.</li> </ul>	<p>Immediate for advice to residents' queries. Mid term for other measures.</p>

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

- Take enforcement action where appropriate for unauthorised work.

<b>LOSS OR ALTERATION TO BOUNDARY WALLS</b>	
<b>Issue</b>	<b>Location</b>
The loss of or alteration to boundary walls and gateposts would adversely affect the character of the conservation area.	Throughout
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>• All existing historic boundary walls and gateposts should be retained.</li> <li>• Alteration as part of any planning permission should only be permitted in exceptional circumstances and when fully justified and mitigated.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Prepare guidance leaflets for local residents.</li> <li>• Through example and encouragement, promote good conservation practice for older buildings and sympathetic change to more recent buildings.</li> <li>• Consider putting in place article 4 directions to protect features of unlisted buildings that form part of the character and appearance of the area.</li> <li>• Take enforcement action where appropriate for unauthorised work.</li> </ul>	Immediate for advice to residents' queries and planning applications. Mid term for other measures.

<b>EXISTING UNSYMPATHETIC ALTERATIONS TO HISTORIC BUILDINGS</b>	
<b>Issue</b>	<b>Location</b>
There are a number of instances of detrimental changes to un-listed buildings carried out in the past, most notably the insertion of replacement windows and work such as poorly executed pointing to boundary walls, unsuitable fences and unsympathetic paving. These are not only detrimental to the appearance of the individual buildings and their immediate setting, but they are also setting a poor precedent to other building owners.	Listed and un-listed buildings which contribute to the conservation area
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>• Through example and encouragement promote reinstatement of historic features and replacement of unsuitable modern elements.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>• A guidance leaflet should be issued explaining the benefits of reinstatement works.</li> </ul>	Mid-term

## GAYTON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

<b>INSTALLATION OF NEW FIXTURES</b>	
<b>Issue</b>	<b>Location</b>
<p>The installation of new fixtures, such as aerials, satellite dishes, rooflights and ventilators, generally detracts from the character of the individual building and the area as a whole. Particular care should be taken in the use and location of microgeneration equipment to minimise intrusion on the building or its setting</p>	<p>All buildings</p>
<b>Policy recommendation</b>	
<p>The installation of rooflights into existing roof slopes should not generally be permitted unless it can be demonstrated that they are not visible from public areas or adversely affect the setting of other buildings. Any rooflights installed should be of a ‘conservation’ type and fixed flush with the roof covering.</p> <p>Building owners should be strongly encouraged to only install satellite dishes and aerials in positions not visible from public areas or adversely affect the setting of other buildings.</p> <p>Building owners should be strongly encouraged not to install ventilators and other fixtures onto roof slopes or prominent elevations. Where they are absolutely necessary their visual impact should be minimised in terms of their location, number, size and design.</p> <p>Microgeneration of energy is to be encouraged in terms of environmental conservation principles but the impact on buildings and their settings within the conservation area should be minimised by careful positioning in parts and areas not visible from public locations</p>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>• Promote an understanding of the special qualities of the conservation area.</li> <li>• Prepare guidance leaflets for local residents.</li> <li>• Through example and encouragement, promote good conservation practice for older buildings and sympathetic change to more recent buildings.</li> <li>• Consider putting in place article 4 directions to protect features of unlisted buildings that form part of the character and appearance of the area.</li> <li>• Take enforcement action where appropriate for unauthorised work.</li> <li>• Use more stringent design criteria in determining future planning applications and require that all applications are accompanied by relevant design details.</li> </ul>	<p>Short term</p>

3.3.7 Many of the historic buildings that contribute to the character and appearance of the Gayton Conservation Area are unlisted. Features that contribute to the area such as windows, roof materials and boundary walls are at risk from future alteration and loss. Guidance, such as that set out above, can help people to make good decisions about their historic properties. However the full public benefit of conservation areas can only be ensured through extended planning controls.

<b>ARTICLE 4 DIRECTIONS</b>	
<b>Issue</b>	<b>Location</b>
Small scale alterations to buildings in the conservation area can lead to a gradual and progressive loss to its character. Article 4 directions can bring such alterations under control, by restricting permitted development and requiring planning permission for a variety of building works.	All buildings
<b>Policy recommendation</b>	
<ul style="list-style-type: none"> <li>Consider the need for article 4 directions in respect of windows and doors, roof coverings and roof features; colour and surface treatment of elevations; and boundary walls.</li> </ul>	
<b>Action</b>	<b>Priority</b>
<ul style="list-style-type: none"> <li>Promote an understanding of the special qualities of the conservation area, discuss the need for and extent of Article 4 directions, and determine the priority for them in relation to other conservation areas and the resources available.</li> </ul>	Short to mid- term

3.3.8 Section 4 of this Appraisal and Management Plan discusses Article 4 directions in more detail

## **4.0 RECOMMENDATIONS FOR BOUNDARY AMENDMENTS AND PROVISION OF ARTICLE 4 DIRECTIONS**

### **4.1 BOUNDARY AMENDMENT**

4.1.1 The current boundary fully covers the extent of the historic village and incorporates much of the historic landscape associated with Gayton Hall. All buildings of interest within the immediate area are included inside the boundary. Also included are a number of buildings of little intrinsic interest but which form the setting for the historic buildings of the conservation area. The boundary is fairly clearly defined by the roads and boundaries, wherever it is practical to do so. It is therefore recommended that the boundary does not change.

### **4.2 ARTICLE 4 DIRECTIONS**

4.2.1 The Town and Country Planning (General Permitted Development) Order 1995 allows building owners to carry out a range of minor developments without planning consent subject to limits and conditions. These ‘permitted development’ rights are automatically limited within conservation areas: restrictions include the addition of dormer windows, various types of cladding, the erection of satellite dishes fronting a highway and the reduction in the size of extensions.

4.2.2 Article 4 of the General Permitted Development Order enables local authorities to withdraw some specified permitted development rights on buildings or land, such as removal of a chimney, changes around the front

boundary of a building, construction of porches, painting of houses or removal of architectural features such as windows and doors. Local authorities must notify local people and take account of their opinions before confirming an Article 4 direction and in certain instances obtain approval from the Secretary of State.

4.2.3 Article 4 directions are not just an automatic consequence of conservation area designation, but should derive from a careful assessment of what is of special interest within an area and should be preserved. Permitted development rights should only be withdrawn where there is evidence to prove that such development would damage the character of a conservation area and is currently taking place.

4.2.4 In the case of Gayton, there are currently no article 4 directions associated with the unlisted buildings. In order to protect the existing unlisted original buildings and to encourage the reinstatement of lost features, it is recommended that article 4 directions are used withdrawing permitted development rights for the following elements:

- Windows and doors
- Roof coverings and roof features
- The colour and surface treatment of elevations.
- Boundary walls.
- Paving
- Porches and garages
- Solar Panels
- Microgeneration