
Arundel Town Hall, Maltravers Street, Arundel,
BN18 9AP

Repairs to Failing Lead Roof

Design & Access Statement and Heritage Statement

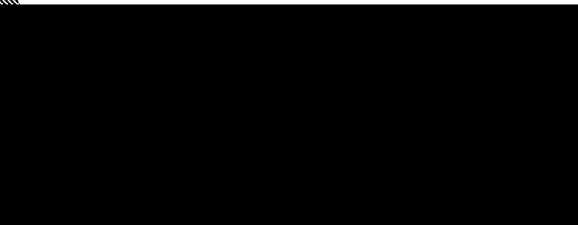


Design & Access Statement

Arundel Town Hall, Arundel



Project: Repairs to Arundel Town Hall Roof
Client: Arundel Town Council
Job Number: 455947

Written by:		
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1.0 Introduction

- 1.1 We have been instructed by our client, Arundel Town Council (hereafter referred to as the applicant), to submit a Listed Building Application for the repairs to the Town Hall Roof. This DAS (Design and Access Statement) forms part of the Application and should be read in conjunction with the accompanying Planning Statement, Heritage Statement and Assessment of Impact and other supporting documentation. The case for development commentary is provided throughout this document, culminating in a summarising conclusion.
- 1.2 This DAS demonstrates that the proposed repairs are compatible with the site's surroundings and having regard to the local character and ensures that further rain ingress from the roof is prevented and allows the continued use of this Grade II Listed Building.
- 1.3 The proposal seeks to repair the badly corroded lead roof with a temporary waterproof covering. We have carried out a detailed examination of the roof and the underlying roof structure following the granting of a temporary opening up consent. The findings of this and possible ways forward have been discussed with the Conservation Officer. This document seeks to explain the proposed temporary works to make the building watertight.
- 1.4 The Town Hall is in the centre of Arundel Town.
- 1.5 The roof is surrounded by parapet walls to three sides and is only viewable from some distance.
- 1.6 The Town Hall is listed Grade II; the building has a brick and flint facade with a lead roof which was replaced some 25 years ago.
- 1.7 The condition of the roof is very poor. The hole shown in the photograph has appeared over the last few weeks and would appear to have developed as a result of movement within the plywood sheets and rear corrosion of the lead sheet due to moisture/condensation. The development of fractures and holes is allowing further moisture into the roof structure and in extreme cases staining on the ceiling in the Atherley Hall can be seen.

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Typical image of one of the many holes and creases in the lead

- 1.8 Listed Building Consent has been granted for the complete renewal of the roof covering. At the current time the Town Council are unable to fund the project and are seeking to provide a solution which will preserve the roof structure intact and the interiors of the building below while raising funds to enable the whole replacement of the lead roof to take place.
- 1.9 The purpose of this statement is to explain the design proposals for a temporary repair. We have submitted existing plans as well as proposed plans and sections to support the design and access with heritage statement along with the manufacturers product details from Tor Coatings for the roof covering compound. These have been submitted online as part of this application.

2.0 The Proposal

2.1 DESCRIPTION OF DEVELOPMENT

The application seeks the careful temporary repair of the lead roof along with adding cross ventilation to preserve the timber roof structure. Currently the roof void is unventilated. The additional inspection hatches are to allow access to the roof void. Additionally two new heat/smoke detectors will be added to the roof void to improve fire security, currently there are none.

2.2 In the next sequence of paragraphs, the proposed works are described in terms of their Use, Amount, Layout, Scale, Landscaping, Appearance, and Access.

2.3 Use

The roof to the Town Hall is of lead covering on textile mat and plywood on rafters and main trusses.

2.4 Amount

The roof covering is approximately 144m² of lead roof with rolled lead detailing and valleys.

2.5 Layout

The proposal is to make only minor changes to the perimeter to allow for abutment and ridge ventilation as currently there is none. The corrosion to the underside of the lead roof is partially due to condensation and the increase in ventilation will help. The addition of the propose abutment ventilation and ridge ventilation will allow air flow to the underside of the timber roof structure. The application of the Tor Coatings Elastaseal Z top coating system will encapsulate the lead roof in a waterproof coating. This product comes in a slate grey colour and is designed to allow for thermal movement within the existing lead roof. The attached proposed plans and sections which accompany this application identify the proposed works.

2.6 Scale

No change to the footprint of the building.

2.7 Landscape

No alterations are proposed to the landscape.

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2.8 Appearance

The new covering will be matte slate grey in colour. The abutment and ridge ventilation will have new code 5 lead over flashings.

2.9 Access

Access to the roof level will not change and is via internal stairs. The proposal is to create two roof inspection hatches which will allow the installation of two fire heat detectors which can be connected to the fire detection wiring already in the roof void. As part of the proposed works it is intended to install a man safe system to aid safe access across the roof.

2.10 Energy and climate change

It is not proposed to change the energy performance of the roof.

3.0 The Case for Development

3.1 This section seeks to demonstrate that there is a strong case and principle for the repairs.

3.2 **Principle of Development**

With a thorough understanding of the roof structure, the covering and repairs carried out to date have been studied and well understood. It is estimated that the current lead roof may only be around 25 years old. The main structural elements of the roof appear to be much older. This research and knowledge has helped inform the decisions and works proposed to provide a temporary solution to prevent further rain ingress in the short term. The addition of abutment and ridge ventilation will help in preserving the roof timbers. This edge and ridge ventilation would be retained when the new lead roof is installed.

3.3 The investigations have found that fundamental errors were made in detailing the current roof covering that have exacerbated condensation and decay of the roof covering. This has resulted in pitting and holes forming, allowing water ingress and causing many areas of damp penetration to the principal Atherley Hall ceiling.

The assessment of impact concluded that the level of harm caused as a result of the works is less than negligible, as the proposed works seek to preserve the existing roof structure for the longer term. The ceiling to the Atherley Hall will remain unaltered apart from redecorations to be undertaken to the stained areas.

4.0 Heritage Statement

Background and Setting

4.1 Introduction

The Town Hall was built between 1833 and 1838 by the 12th Duke of Norfolk at his own expense for the Corporation (Town Council) in return for the Corporation surrendering part of the northern part of High Street which the Duke wished to incorporate into the castle grounds. It is thought to have been designed by Robert Abraham, Architect who was carrying out other works for the Duke during this time.

The basement had three cells, which from 1844 were used by the county police force, it also housed the town fire engines for a time.

The building was sold in 1891 by the Corporation (Town Council) to what is now the County Council and it remained with them in civic use and as a court and council offices. The Holmes Chamber (magistrate's court) was added in 1957 and commemorates the Holmes family who served as Mayors and Town Clerks for 200 years.

The current Town Council purchased the site in 2008 when its function as a magistrate's court ended and it became the administrative HQ and Mayor's office for today's Town Council, as well as a wedding / ceremony venue

4.1 Planning History

Arun District Council have kindly provided a summary of the planning history of the building that tracks the significant alterations and additions over time.

Unfortunately due to the current pandemic the archives containing details of the applications on microfiche are unavailable. There are also no records to corroborate the repairs carried out in the 1990's to remedy dry rot.

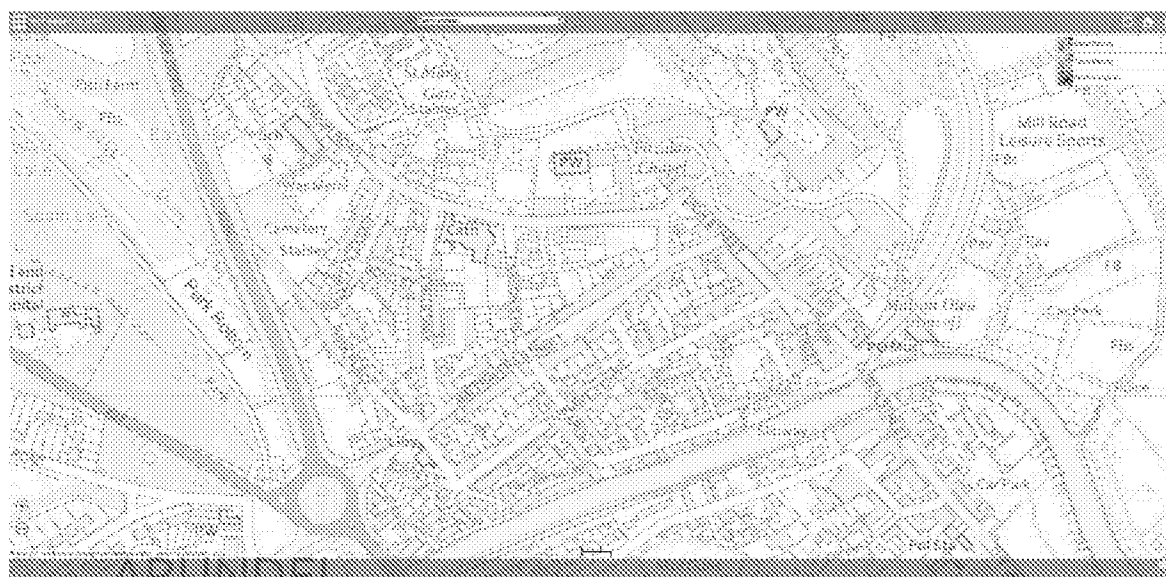
The planning history report is included as an appendix.

4.3 Condition and Use

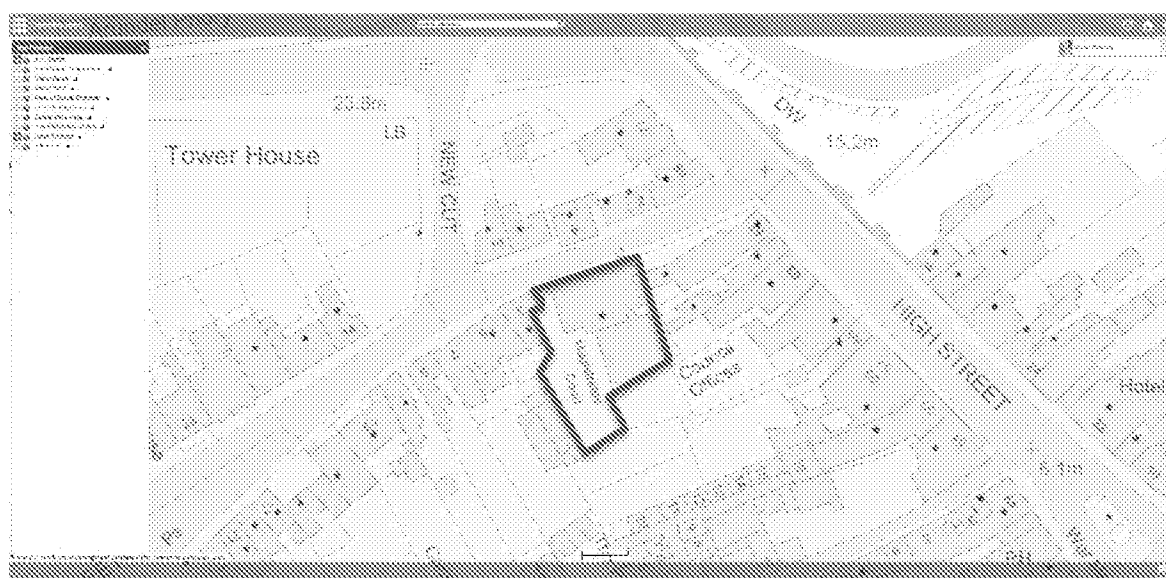
The lead roof is in poor condition and is allowing rain penetration into the Atherley Hall below. The Town Council wish to continue using the rooms below for the various functions in particular weddings and meetings.

4.4 Local Setting

Arundel Town Hall is Grade II Listed and located on Maltravers Street, Arundel. Listed buildings surround the plot to three sides and there is a small staff and visitor car park to the South.

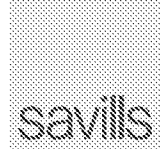


Images - Map -- Arundel Town Hall - The site Location (ADC: 2020)



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Methodology

4.5 Aims, Objectives and Scope

The purpose of this report is to determine, as far as is reasonably possible from existing records, an understanding of the historic environment resource in order to provide:

- 1) A heritage baseline assessment to understand the archaeological and historical background to the Site;
- 2) Where susceptible to impact, an assessment of the importance/sensitivity of the known or potential heritage assets considering their archaeological, historic, architectural and artistic interests; and,
- 3) A preliminary assessment of the impact of the proposed development on the significance of the known heritage assets.

4.6 Assessment Methodology

Local planning authorities require an applicant to provide an assessment of the significance of any heritage assets affected by a proposal, including any contribution made by their setting.

The importance/sensitivity of some heritage assets is formally recognised through designation (Scheduling of a monument, or the Listing of a built structure). The following terminology has been adopted within this assessment for classifying and discussing the historic environment:

A **Heritage Asset** is a building, monument, site, place; area or landscape identified as meriting consideration in planning decisions because of its heritage interest (NPPF, Annex 2 Glossary);

The **Setting** of a heritage asset is the surroundings in which a heritage asset is experienced. Its extent is not fixed, can extend beyond the asset's curtilage and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral (NPPF, Annex 2 Glossary);

Significance (for heritage policy), as defined in the NPPF (Annex 2 Glossary) is used to describe the heritage interest of an asset to this and future generations. This interest may be archaeological, architectural, artistic or historic. Significance derives from not only a heritage asset's physical presence, but also from its setting (see **Table 1**).

Value is used in reference to the components of a heritage asset that determines its significance.

Guidance provided by English Heritage (English Heritage, 2008) introduced the concept of values when weighing the significance of heritage assets with reference to the following value criteria (bracketed terms indicate corresponding values identified in NPPF):

1. **Evidential** (Archaeological) value. Deriving from the potential of a place to yield evidence about past human activity.
2. **Historical** value. Deriving from the ways in which past people, events and aspects of life can be connected through a place to the present. It tends to be illustrative or associative.

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3. **Aesthetic** (Architectural or Artistic) value. Deriving from the ways in which people draw sensory and intellectual stimulation from a place.
4. **Communal** value. Deriving from the meanings of a place for the people who relate to it, or for whom it figures in their collective experience or memory. Communal values are closely bound up with historical (particularly associative) and aesthetic values, but tend to have additional and specific aspects.

The definitions of heritage significance and importance are set out in **Table 1** below. The guidelines for the assessment of magnitude of impact are set out in **Table 2** below.

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Table 1: Definitions of heritage significance/importance

Heritage significance/ importance	Criteria
Very High Of International Importance	- World Heritage Sites and the individual attributes that convey their Outstanding Universal Value. - Areas associated with intangible historic activities as evidenced by the register and areas with associations with particular innovations, scientific developments, movements or individuals of global importance.
High Of National Importance	- Scheduled Monuments - Listed Buildings (Grade I, II*) - Registered Historic Parks and Gardens (Grade I, II*). - Grade II Listed Buildings which can be shown to have exceptional qualities in their fabric or historic associations. - Registered Battlefields. - Non-designated sites and monuments of schedulable quality and/or importance discovered through the course of assessment, evaluation or mitigation. - Unlisted assets that can be shown to have exceptional qualities or historic association, and may be worthy of listing at Grade II* or above. - Designated and undesignated historic landscapes of outstanding interest, or high quality and importance and of demonstrable national value. - Well-preserved historic landscapes, exhibiting considerable coherence, time-depth or other critical factors.
Medium Of Regional Importance	- Conservation Areas - Grade II Listed Buildings - Grade II Registered Historic Parks and Gardens - Historic townscape and landscapes with reasonable coherence, time depth and other critical factor(s). - Unlisted assets that can be shown to have exceptional qualities or historic association, and may be worthy of Grade II listing. - Designated special historic landscapes. - Undesignated historic landscapes that would justify special historic landscape designation, landscapes of regional value. - Averagely well-preserved historic landscapes with reasonable coherence, time-depth or other critical factors. - Archaeological features and deposits of regional importance.
Low Of Local Importance	- Locally Listed Buildings - Sites of Importance within a district level. - Heritage Assets with importance to local interest groups or that contributes to local research objectives - Robust undesignated assets compromised by poor preservation and/or poor contextual associations. - Robust undesignated historic landscapes. - Historic landscapes with importance to local interest groups. - Historic landscapes whose value is limited by poor preservation and/or poor survival of contextual associations.
Negligible	Assets with little or no archaeological, architectural or historical interest

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Table 2: Guidelines for the Assessment of Magnitude of Impact

Level of Impact	Archaeological remains	Historic Buildings	Historic Landscapes
Major	Change to most or all key archaeological materials, such that the resource is totally altered. Comprehensive changes to Setting and consequential impact on significance.	Change to key historic building elements, such that the resource is totally altered. Comprehensive changes to setting and consequential impact on significance.	Change to most or all key historic landscape elements, parcels or components; extreme visual effects; gross change of noise or change to sound quality; fundamental changes to use or access; resulting in total change to historic landscape character unit.
Moderate	Changes to many key Archaeological materials, such that the resource is clearly modified. Considerable changes to setting that affect the character of the asset and impact some aspects of the assets significance.	Change to many key historic building elements, such that the resource is significantly modified. Considerable changes to setting that affect the character of the asset and impact some aspects of the assets significance.	Changes to many key historic landscape elements, parcels or components, visual change to many key aspects of the historic landscape, noticeable differences in noise or sound quality, considerable changes to use or access; resulting in moderate changes to historic landscape character.
Minor	Changes to key archaeological materials, such that the asset is slightly altered but remains understandable. Slight changes to setting that are tangible but without clear impact on significance.	Change to key historic building elements, such that the asset is slightly different but remains appreciable. Change to setting of an historic building, such that it is noticeably changed but without clear impact on significance.	Changes to few key historic landscape elements, parcels or components, slight visual changes to few key aspects of historic landscape, limited changes to noise levels or sound quality; slight changes to use or access: resulting in limited changes to historic landscape character.
Negligible	Very minor changes to archaeological materials, or setting without any consequential effect on significance.	Slight changes to historic buildings elements or setting without any consequential effect on significance.	Very minor changes to key historic landscape elements, parcels or components, virtually unchanged visual effects, very slight changes in noise levels or sound quality; very slight changes to use or access; resulting in a very small change to historic landscape character.
No change	No change	No change	No change to elements, parcels or components; no visual or audible changes; no changes arising from in amenity or community factors.

4.7 Impact upon the Heritage Values

Evidential (Archaeological) value

Whilst the area has a high potential to yield archaeological evidence the proposed works are all above ground so there is no opportunity to find or disturb this through any groundwork activity.

No change / negligible impact.

Historical value

The proposed works are not expected to have an impact on any historical associations of the asset to the local or wider area.

Negligible impact.

Aesthetic (Architectural or Artistic) value

Evidence suggests that both the main roof and ceiling to the Atherley Hall have been subject to significant modern changes and repairs although the aesthetics on the face of it have been maintained. The extent of changes beyond the surface are not clear but will become apparent should the proposals proceed.

Visually the proposed re-coating and ceiling work will have physical and minor visual impacts on those elements of the heritage asset but the asset will remain appreciable with no overall effect on aesthetic or architectural significance.

The improvement of increased roof ventilation, overcoated roof and the ability to inspect the roof void should be considered alongside the slight visual impacts in areas that are largely not visible. The addition of smoke detectors will improve the fire alarm coverage.

Negligible impact.

Communal value

The Town Hall has a high communal and cultural significance locally. The proposed works will have a temporary impact on access to the building but are essential to maintain it. There should be no long term impact on the communal value of heritage asset from these proposals.

Negligible impact.

5.0 Conclusion

5.1 Conclusion

The works proposed, as set out in this document and associated appendices and drawings, are necessary to maintain the building.

Having explored, evaluated and considered the proposals and their impact on the building we consider the overall impact to be negligible in the short term.

In considering the contents of this application in full, it is respectfully requested that this application is supported as the enclosed demonstrates that the scheme proposes negligible harm in the short term on the overall significance of the building or its setting within the conservation area or as an individual listed building. *“Proportionality should govern the exercise of statutory controls” (CPPG: 2008)*

If there are any areas within the application that require further information or clarification we would encourage feedback, in order to amend any aspect within the proposals prior to a decision being made.

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Appendix 1 – Planning History Report



PUBLIC SITE HISTORY

The enclosed information is a complete record of the planning applications and Building Regulation submissions received against this property/site since 1948 compiled from our available records.

It is, as far as we are aware, a true and accurate record, however this Authority accepts no liability for any errors or omissions.

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Any queries please refer to:

Miss N Spencer, Technical Support Unit:



SITE HISTORY

APPLICATIONS FOR SITE REFERENCE 100062239259

Location: Arundel Town Hall Maltravers Street Arundel

Grid Ref: **East** 501773 **North** 107142

OS Sheet No.s: L15SE TQ0107SE

OS Plot No.s:

Classifications:

ADOPTED LOC PLN
CLASS C ROAD
CONS AREA
LB GRADE II
NO PUBLIC SEWER
PD RESTRICTION

Application: AB/6/94/L

Description: Application under Regulation 13 of the Planning (Listed Building and Conservation Areas) Regulations 1990 to affix wall bracket public highway lighting to replace existing 1960's concrete columns and bracket lighting. Small floodlights (white light source) and one decorative light.

Address: Various properties within the Arundel Conservation Area Arundel West Sussex

Decision: Apprvd Cond by DCLG

Date: 28-03-94 **Issued:** 28-03-94

Appeal Dec:

Date:

Application: AB/59/96/L

Description: Application under Regulation 13 of the Planning (Listed Building and Conservation Areas) Regulations 1990 for replacement of ventilation hood. (This application is to be determined by the Secretary of State for the Environment)

Address: Arundel Courthouse Maltravers Street Arundel

Decision: Apprvd Cond by DCLG

Date: 06-11-96 **Issued:** 06-11-96

Appeal Dec:

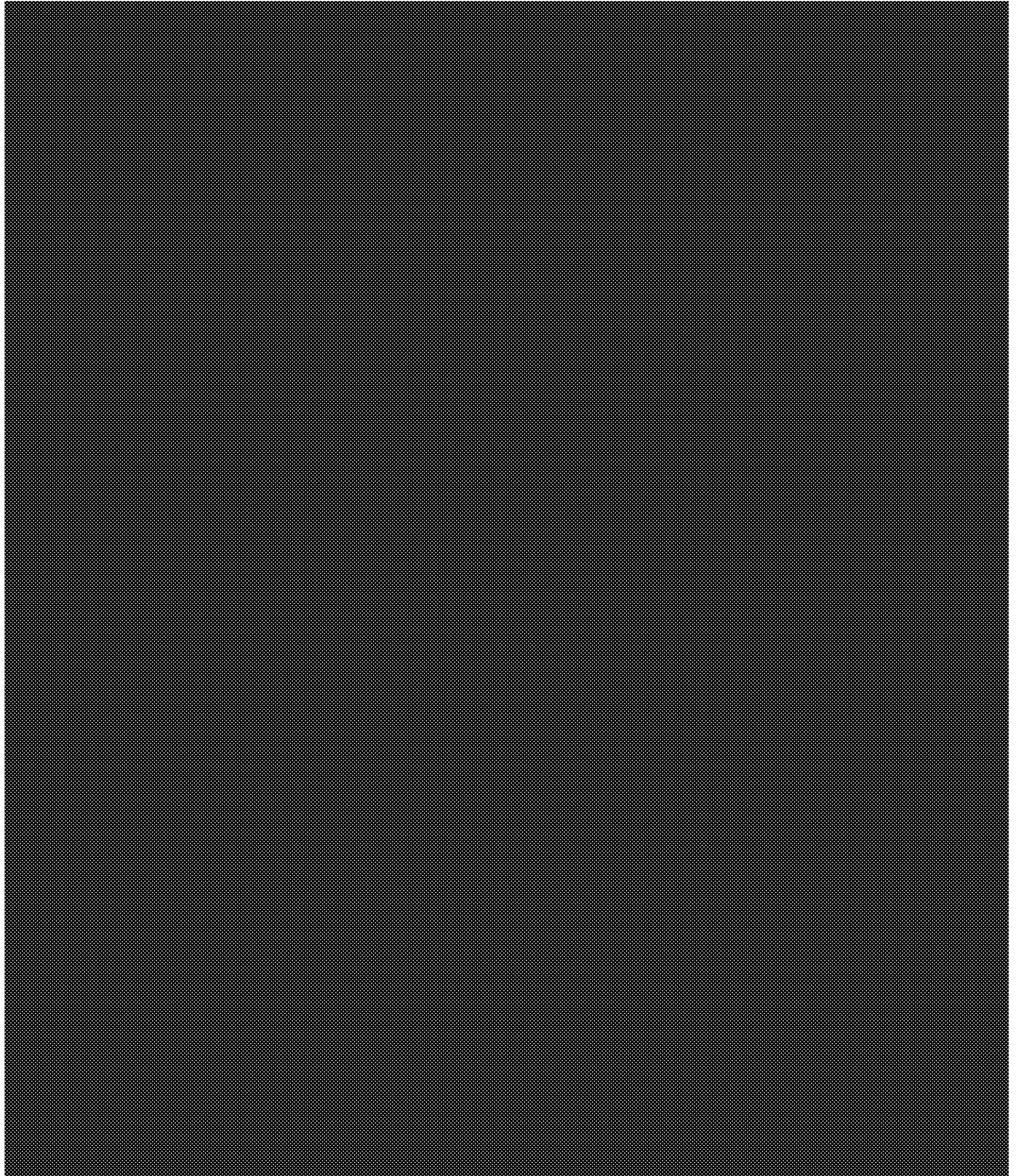
Date:

Application: AB/58/96

Description: Application under Regulation 3 of the Town & Country Planning General Regulations 1992 for replacement of ventilation hood. (This application will be determined by West Sussex County

Address:	Council) Arundel Courthouse Maltravers Street Arundel				
Decision:	ApprvdCond-WSCC	Date:	12-11-96	Issued:	12-11-96
Appeal Dec:		Date:			
Application:	AB/41/02/L				
Description:	Application for Listed Building Consent for Escape staircase				
Address:	Town Hall Maltravers Street Arundel				
Decision:	ApproveConditionally	Date:	04-07-02	Issued:	04-07-02
Appeal Dec:		Date:			
Application:	AB/40/02/				
Description:	Escape staircase				
Address:	Town Hall Maltravers Street Arundel				
Decision:	ApproveConditionally	Date:	04-07-02	Issued:	04-07-02
Appeal Dec:		Date:			
Application:	AB/66/02/BR				
Description:	Escape Staircase				
Address:	Town Hall Maltravers Street Arundel				
Decision:	Withdrawn	Date:	12-08-02	Issued:	12-08-02
Appeal Dec:		Date:			
Application:	AB/75/04/L				
Description:	Application for Listed Building Consent for installation of a lift to allow access to first floor for people with walking disabilities				
Address:	The Town Hall Maltravers Street Arundel				
Decision:	ApproveConditionally	Date:	25-06-04	Issued:	25-06-04
Appeal Dec:		Date:			
Application:	AB/80/04/BR				
Description:	Installation of lift for disabled access				
Address:	The Town Hall Arundel				
Decision:	Passed Condit'n	Date:	20-07-04	Issued:	20-07-04
Appeal Dec:		Date:			
Application:	AB/128/05/TC				
Description:	Lop 1 No. Acacia tree within the Arundel Conservation Area				
Address:	Gardens rear of Arundel Museum (61 High Street) Arundel				
Decision:	Withdrawn	Date:	25-10-05	Issued:	27-10-05
Appeal Dec:		Date:			
Reference:	AB/14/81/B				

Description:	Installation of central heating internal double glazing new toilet fittings and fire alarm equipment		
Address:	Arundel Town Hall Arundel		
Decision:	Permitted	Date:	13-02-81
Appeal Dec:		Date:	
Reference:	AB/70/86/B		
Description:	Installation of w.c. to basement area/cells		
Address:	Arundel Town Hall Maltravers Street Arundel		
Decision:	Permitted	Date:	05-09-86
Appeal Dec:		Date:	
Reference:	AB/2/57		
Description:	Extension		
Address:	Town Hall Maltravers Street Arundel		
Decision:	Approved	Date:	20-03-57
Appeal Dec:		Date:	



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