

**THE MANOR HOUSE,
CHURCH STREET,
LITTLEHAMPTON,
WEST SUSSEX**

**DESIGN AND ACCESS STATEMENT
TO ACCOMPANY
LISTED BUILDING APPLICATION
FOR REMEDIAL WORK TO EAST ELEVATION**

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INTRODUCTION

The application comprises remedial work to the east elevation of The Manor House (where an existing building has recently been removed).

HISTORY OF THE BUILDING

The Manor House is a Grade II listed building and has a listing description as follows:

1. *5401 CHURCH STREET (South Side) ----- Manor House TQ 0202 1/55 TQ 0302 1/55 II 2. Mid C19. Now the Council Offices. 2 storey cement rendered brick building in blocks of 3 windows each slightly staggered and stepped down to the North. Architrave cornice and blocking course. Right hand block is largest and most articulated. Flanked by pilasters with band mitred over, above ground floor with horizontal channelling. Central projecting single storey porch with cornice and blocking course; flanked by glazing bar sashes set in pilastered recesses. Glazing bar sashes on 1st floor. Centre block articulated by vertical 2 storey recesses for glazing bar sashes, divided horizontally by band over ground floor. Left-hand block, a simplified narrower version of the right hand block with a projecting porch slightly overlapping the centre block.*

The Manor House was built between 1790 and 1830 on the site of Manor Farm, and was owned by the Duke of Norfolk. The earliest part of the building is to the right of the west elevation – where the main entrance is located – with two subsequent extensions being added shortly after the original construction. It was originally occupied by Stephen Olliver – a shipbuilder – together with his family and four servants. The property remained a private house until 1932 when it was purchased by Littlehampton Urban District Council and converted into offices for their use. It was opened as offices in March 1934. A number of extensions and alterations have been carried out in different phases, and all of these have been carried out in a sympathetic style, scale and appearance. The Manor House now houses both the offices of Littlehampton Town Council and also the Littlehampton Museum.

The building was Listed on 21 August 1975.

Listed Building consent (ref LU/14/13/L) was granted on 14 March 2013 which included making good work to the east elevation. The work detailed within this approval was relatively hypothetical and made various assumptions. The plaster finish to this wall has recently been removed which has revealed clear evidence of the original appearance and configuration. The detailed proposals for the making good to this elevation have been revised accordingly and this Listed Building application seeks approval for those alterations.

DESIGN PRINCIPLES AND CONCEPTS

The Manor House is clearly of some architectural and historic interest, which retains much of its original form and appearance. The intention is to restore the east elevation of the Manor House – from where modern offices have recently been removed – back to the appearance that it had prior to the erection of the offices with the single exception that the original window openings shall form ‘blind windows’. It is the long term intention for a new building to be constructed adjacent to the east elevation of The Manor House to replace the recently demolished former Housing Offices. This replacement building will be the subject of future planning and Listed Building applications.

We believe our proposals for the alterations and restoration to this elevation of the Manor House are a fully sympathetic approach to restore the original character, appearance and setting of the building in an appropriate manner, and would reinstate features which would originally have been present.

ASSESSMENT OF PHYSICAL CONTEXT

The building is located in an urban location to the eastern edge of Littlehampton town centre. The site is located within the East Street Conservation Area, which contains buildings of a great variety of ages (although the majority are Victorian / Edwardian), with associated differences in style, form, function and materials. An opportunity for improvement and enhancement within the Conservation Area has historically been identified as the removal of the 1960s extension to the Manor House, and this has recently been carried out.

DESIGN PRINCIPLES - THE USE

The existing use of the building as offices for Littlehampton Town Council and the Littlehampton museum would be unaffected.

AMOUNT OF DEVELOPMENT

The floor area of the building would be unaffected by the proposals.

INVOLVEMENT OF LOCAL INTERESTS

No consultations have been carried out with any local groups regarding the proposals.

SCALE

There would be no extension work, so this heading is not relevant.

LAYOUT

The existing layout of the site including access arrangements shall be retained.

SOCIAL/ECONOMIC CONTEXT AND PLANNING CONTEXT

The following planning policies are pertinent to the proposals:

Arun District Local Plan 2003

Policy Area 2 – Conservation Areas

Planning permission will be granted for development which preserves or enhances the character or appearance of a Conservation Area or its setting.

It can be clearly demonstrated that the reinstatement of original features to this elevation would enhance the character and appearance of the Conservation Area.

There are a number of policies within the Local Plan which specifically deal with the treatment of Listed Buildings. However, these are no longer saved as part of the Local Plan and accordingly are not valid. These policies are;

Policy DEV9 – Demolition of Listed Buildings

Policy DEV10 – Alterations and Extensions to Listed Buildings

Policy DEV11 – Setting of Listed Buildings

Policy DEV12 – Protection and Reinstatement of Original Features in Listed Buildings

South East Plan 2009 Policy BE6 – Management of the historic environment

When developing and implementing plans and strategies, local authorities and other bodies will adopt policies and support proposals which protect, conserve and, where appropriate enhance the historic environment and the contribution it makes to local and regional distinctiveness and sense of place. The region's internationally and nationally designated historic assets should receive the highest level of protection. Proposals that make sensitive use of historic assets through regeneration, particularly where these bring redundant or under-used buildings and areas into appropriate use should be encouraged.

We believe the proposals would improve and enhance the setting and appearance of the existing Listed Building, and accordingly, the policy can be complied with comply with.

4.7 National Planning Policy Framework (2012)

4.7.3 Chapter 12 – Conserving and enhancing the historic environment

This refers to the fact that local planning authorities ‘*should recognise that heritage assets are an irreplaceable resource and conserve them in a manner appropriate to their significance*’ and goes on to state that local planning authorities should refuse consent where it would lead to ‘*substantial harm*’ to a designated heritage asset. It is our view that the proposals would categorically not lead to ‘*substantial harm*’.

DETAILED DESIGN STATEMENT

The design solution is set out in a statement below. To summarise this, we have adopted a straightforward approach of reinstating original features of the east elevation, of which there is clear and unequivocal evidence.

Design Principles

A sympathetic design approach has been taken with the alterations to the Manor House. This building has relatively simple and robust detailing, and this would be accurately replicated. The setting of the retained building would be improved as a result of the proposals. Details of the proposed design solutions are as follows:

Landscaping and Planting

No new landscaping or planting has been included as part of the Listed Building application. Comprehensive landscaping of the adjacent open area has been approved as part of a previous planning application (ref LU/20/13).

Appearance

The proposed demolition would result in an improvement of the appearance and setting of the Manor House and would enhance and improve the appearance of the wider area as a whole.

ACCESS

This heading is not relevant to this Listed Building application.

SUMMARY

A generally pragmatic approach has been taken with the remedial work to the east elevation of The Manor House to restore much of the original appearance. In conclusion, we believe the appearance and setting of the grade II listed Manor House would be improved as a result of this work.

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