

Slaugham Parish Neighbourhood Plan

Community Right to Build Order No. 2

Handcross Community Centre

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# 1.0 introduction

## 1.1 Purpose of the document

This Community Right to Build Order (CRTBO) is being made by Slaugham Parish Council (SPC) in accordance with Regulation 22 of Part 6 of the Neighbourhood Planning (General) Regulations 2012 in order to implement the proposed Policy 20 of the Slaugham Parish Neighbourhood Plan (SPNP). It proposes the development of a new community centre on land off High Street, Handcross and is one of two CRTBOs proposed in the SPNP.

The purpose of this document is to provide information on the Order, both to explain its content and to assist the residents of Slaugham in understanding the nature of the proposals, including how this component of the SPNP would be delivered, what the building might be like and what facilities it will provide for the community.

## 1.2 How the document is set out

Section 2.0 describes the content of the Order. The Planning Statement in Section 3.0 sets the Order in the context of the SPNP and relevant planning policy. Section 4.0 explains the analysis and thinking behind the design concept and proposals. It is set out in a similar way to a Design and Access Statement that would accompany a planning application.

The Illustrative Masterplan in Section 4.0 includes plans, sketches and images to describe what a new building based on this design concept might be like. It is not a fixed design proposal, but a starting point for developing the scheme with the community.

Section 4.7 includes a summary of the technical appraisals which have been carried out as part of the analysis for the design, and to demonstrate the feasibility of the proposals.

Sections 5.0 to 9.0 provide the additional statements and information required to support the Order.

## 1.3 Scope

To keep the process simple and avoid ‘going through the normal planning application process’ as is a primary aim of the Orders, an ‘in principle’ approach has been agreed to the key issues that will affect the development of the site, including; access and highways, flood risk and surface water management, landscape and ecology.

Any further information that may be required to meet technical and statutory compliance and implement the Order has been included in the Order as Conditions to be discharged as the Order is implemented.

This approach will deliver the Order as envisaged in the Localism Act 2011 and the National Planning Policy Framework (NPPF) by simplifying the planning process without compromising the quality of the scheme or the sustainability of the development.

SPC is a qualifying body to make the Order on behalf of the local community. It will be the beneficiary of the Order once approved, prior to the formation of a proposed Community Land Trust. As such it will act as guardian of the quality of the scheme by providing guidance and control of the detailed development and refinement of the scheme, including the selection of materials. This will help make it a locally controlled process as is the intention of the NPPF and the Localism Act 2010.

## 1.4 An important part of the Neighbourhood Plan

The Community Right to Build Orders are an important part of the Neighbourhood Plan. This Order will provide a new community centre for Handcross and also the other villages within the Parish without having to build on and lose the playing and recreation fields off the High Street.

Funding for the new community centre will be provided by the development proposed in the Slaugham Parish Neighbourhood Plan including the residential development at St. Martin Close & Coos Lane, Handcross in Community Right to Build Order No. 1.

## 1.5 Working with the community

This Order sets out a ‘sketch design’ for a new community centre. The sketch design has been used to establish some key principles, such as the location and concept for the new building. It does not fix the size layout or uses, these will be worked up with the community alongside a business plan after the Order is approved.

There are a number of existing uses and activities that are either being displaced or need different premises to continue operating. The Handcross community centre project will bring these together in a new building that will create a stronger community hub for the Parish and provide revenue generating uses that will help support the project in the long term.

The existing uses that could be lost include; the Parish Hall and caretaker’s accommodation, the Bowls club and bowling green, rifle range, Playgroup, Football club, Boules club and social club. There are a number of other uses, clubs and activities that could, or may also need to be provided for.

A brief for the community hall will be agreed with the clubs and groups after the Order is approved. It will be developed alongside a business plan through a series of design workshops to ensure it reflects the communities needs, and that they are compatible with the facilities at Warninglid and Pease Pottage.

## 1.6 Community Land Trust

A Community Land Trust is proposed as an option for delivering the St Martin Close & Coos Lane project of Community Right to Build Order No. 1. The Community Land Trust could also be used to help deliver and manage the community centre, and offers a number of advantages:

- It enables an ‘asset lock’ which will secure the community centre in perpetuity for the benefit of the Parish community
- It will be open to all residents of the Parish of Slaugham and enable a number of different groups to work together
- It offers a community asset management structure that has the flexibility to meet changing demands and opportunities
- It could share the resources with the St Martin Close & Coos Lane project

The Community Land Trust could help organise the business plan, detailed design and construction of the community centre and represent the interests of different groups and clubs within the Parish. The Community Land Trust will be open to the clubs and groups and all residents of Slaugham.

## 2.0 the order

## 2.1 description of the development

This Order is for;

the development of a community centre and ancillary uses with associated car parking, access and landscaping works on land at Handcross Recreation Ground, off High Street, Handcross, Mid Sussex.

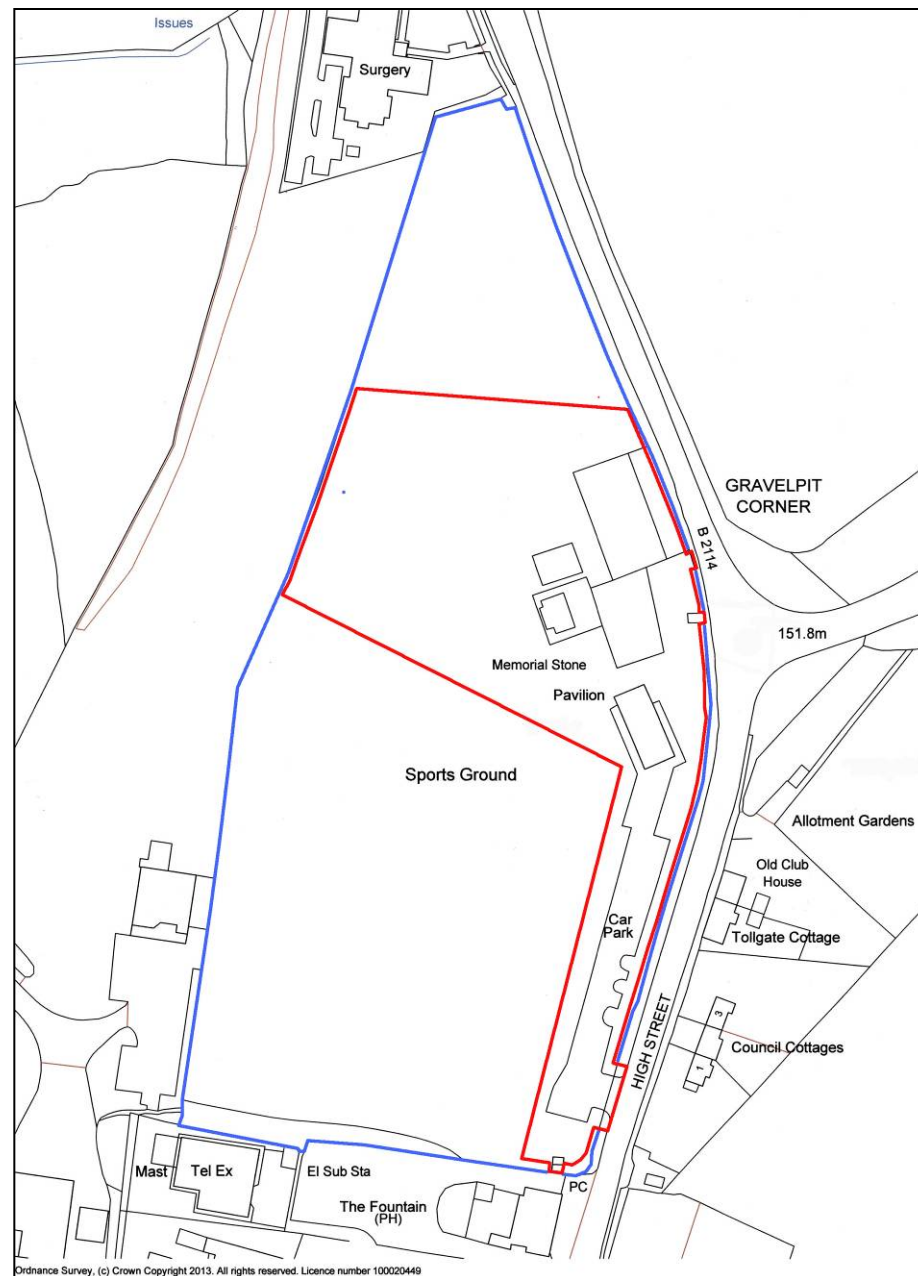
## 2.2 site plan

The recreation ground site has an area of 3.0 hectares in total, as shown by the blue line on the plan opposite.

The proposed new community hall will be located in the area indicated by the red line which has an area of 1.0 hectares.

The red line area includes all the associated works that may be required as part of the new community centre, including:

- Improvements to the access
- An increase in parking capacity
- An entrance/drop off area with disabled parking
- A bowling green
- New landscaped areas as a setting and amenity for the new building



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Fig 1: site plan



## 2.3 conditions

This Order is subject to the following conditions:

### Time Limit

- 1) The development will be carried out in accordance with the Slaugham Parish NDP plan

Reason: To ensure conformity with Slaugham Parish NDP

### Pre-Commencement Conditions

- 2) A Transport Assessment, with content to be agreed in writing with the local authority and county highways, must be provided prior to detailed design development

Reason: To ensure the impacts (trip generation, impact on existing highway capacity, accessibility of site to local services inter alia) of the proposals are properly assessed and understood prior to design development.

- 3) A Stage One Safety Audit in accordance with WSCC Audit Policy, must be provided prior to commencement on site

Reason: To ensure safety of proposed vehicular access arrangements

- 4) Details of the access arrangements, including a construction specification, to the site from the public highway shall be submitted to and approved in writing by the Local Planning Authority (in consultation with the Highways Authority), prior to the commencement of development on site. No dwellings shall be occupied until the access has been constructed in accordance with the approved details.

Reason: In the interests of road safety and to comply with Policy T4 of the Mid Sussex Local Plan

- 5) No development shall commence on site unless and until details of the layout and specification of and construction programmes for the roads, footpaths and casual parking areas, the foul and surface water drainage and means of disposal have been submitted to and approved by the Local Planning Authority. No house shall be occupied until it is provided with access constructed in accordance with such approved details to the established highway network.

Reason: To secure satisfactory standards of access and drainage for the proposed development and to accord with Policy T4 of the Mid Sussex Local Plan.

- 6) No development shall commence on site until details of the proposed surface water and foul drainage and means of disposal have been submitted to and approved in writing by the Local Planning Authority and no building shall be occupied until all drainage works have been carried out in accordance with such details as approved by the Local Planning Authority.

The details shall include a timetable for its implementation and a management and maintenance plan for the lifetime of the development, which shall include arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime. Maintenance and management during the lifetime of the development should be in accordance with the approved details.

Reason: To ensure that the proposed development is satisfactorily drained and to accord with Policy CS13 of the Mid Sussex Local Plan.

- 7) A full tree survey compliant with “BS5837:2005 Trees in Relation to Design, Demolition and Construction” and the record of Tree Preservation Orders within the site, its boundaries and immediate vicinity of the site as necessary, as held on the Land Charges Register by the local authority, must be obtained by the developer prior to detailed design development of the proposals, and, further to these requirements, no development on site shall commence prior to proposals being submitted to and approved in writing by the Local Planning Authority giving full details of all existing trees and hedgerows on the land, detailing those to be retained, together with measures for their protection in the course of development, and these works shall be carried out as approved.

Reason: In the interests of visual amenity and of the environment of the development and to accord with Policy B1 of the Mid Sussex Local Plan.

### **Restrictions During Construction**

- 8) No development on site shall commence prior to development of a detailed construction management plan to be submitted to and approved in writing with the Local Planning Authority. The construction management plan shall include the following details;
- a) Public safety, amenity and site security
  - b) Delivery times and routes
  - c) Traffic management
  - d) Wheel wash facilities
  - e) On site facilities (loading/unloading areas, site compound, contractor parking)

The scheme shall only be implemented in accordance with the approved details.

Reason: In order that the development does not prejudice either public safety or amenity, to accord with Policy T4 of the Mid Sussex Local Plan.

- 9) Prior to commencement on site developers must complete a S106 agreement where required by the Local Authority.

Reason: To ensure infrastructure structure contributions as identified both within the NDP and by the local authority. (For more information see Section 7 \_ Planning Obligations

- 10) Prior to commencement on site developers must complete a S278 Agreement as required under the 1980 Highways Act – Works within the Highway, with West Sussex County Council as the Highways Authority to cover off-site highways works.

Reason: To ensure provision of such off - site works to the highways as maybe necessary to mitigate the impact of the development, and comply with prevailing standards.

# 3.0 planning statement

## Introduction

This statement provides an assessment of the planning policy context in support of the proposed Community Right to Build Order.

## Mid Sussex Local Plan 2004

The Mid Sussex Local Plan became the adopted development plan for the District in 2004. The majority of its policies have been saved for the purpose of considering planning applications.

The application site is located outside but adjacent to the built up area boundary for Handcross and lies within the defined boundary of the High Weald Area of Outstanding Natural Beauty (AONB). There are therefore a number of key policies to which the Order must respond. The relevant extracts of each policy are highlighted below, accompanied by a short statement on how the Order proposals have responded to that context.

### Countryside

#### Policy C1

*Outside built-up area boundaries, as detailed on the Proposals and Inset Maps, the remainder of the plan area is classified as a Countryside Area of Development Restraint where the countryside will be protected for its own sake. Proposals for development in the countryside, particularly that which would extend the built-up area boundaries beyond those shown will be firmly resisted and restricted to:*

*(d) in appropriate cases, proposals for quiet informal recreation and/or tourism related developments;*

*(e) proposals for facilities which are essential to meet the needs of local communities, and which cannot be accommodated satisfactorily within the built-up areas;*

*(g) proposals which significantly contribute to a sense of local identity and regional diversity.*

The Order will implement Policy 15 of the Neighbourhood Plan, which provides the justification for the allocation. The new community centre will replace the aging village hall and the bowling club in Handcross with a multi-functional facility on the site of the existing pavilion and community building adjoining the Handcross Recreation Ground.

The lease on the village hall and bowling club land, which lies within the built up area and is privately owned, finishes in 2014 and the Neighbourhood Plan has made provision for their redevelopment for housing in Policy 4. Policy 15 and this Order will ensure these essential community facilities are re-provided in a way that is not possible within the built up area.

Not only will these needs be met by the new centre, but the intention to set up a Community Land Trust to deliver the provisions of the Order will ensure that local people continue to govern and manage this vital asset in perpetuity. As such, the scheme permitted by the Order will make a significant contribution to a sense of local identity of Handcross and the Parish of Slaugham.

## Area of Outstanding Natural Beauty

### Policy C4

Within the ... High Weald Areas of Outstanding Natural Beauty, as shown on the Proposals Map and its Insets, the aim to conserve and enhance natural beauty is regarded as the overall priority. Proposals for development will be subject to the most rigorous examination and only those which comply with this aim will be permitted.

Development will not be permitted in the ... High Weald Areas of Outstanding Natural Beauty, unless:

- (b) it is essential for local social and/or economic needs;

In considering development proposals within or immediately adjacent to the AONB, including those regarded as exceptions, particular attention will be paid to the siting, scale, design, external materials and screening of new buildings that are proposed in order to ensure that they enhance, and do not detract from, the visual quality and essential characteristics of the area.

It is accepted that the scheme proposed in the Order falls within the boundary of the AONB on the southern edge of Handcross. Given the strong community and housing outcomes delivered by the Order, as required by the Neighbourhood Plan, the provisions of the Order are considered to be essential for local social needs. There is no alternative site in the parish, which is almost entirely within the AONB and for which there are very limited opportunities to develop in the built up area, where such an outcome can be achieved.

The Design & Access Statement in the Order sets out how the design of the proposals has responded to the sensitivity of its AONB location to ensure they enhance the urban edge of Handcross. The Order includes conditions requiring the approval of detailed designs of the buildings and surrounding landscape works.

## Design

### Policy B1

A high standard of design, construction and layout will be expected in new buildings, including alterations and extensions. All proposals for development will be required to:

(a) demonstrate a sensitive approach to urban design by respecting the character of the locality in which they take place, especially to neighbouring buildings, their landscape or townscape setting and the regional and/or local building style. Regard should be given to the proposal's contribution to a sense of place. In the case of alterations and extensions, including new shopfronts, the proposals must be sympathetic to the building to which they relate. Factors to be taken into consideration include the scale, massing, siting, density, views, height and orientation of the new buildings in relation to those already existing;

(b) use materials of a quality, type and colour appropriate to the site and its surroundings, which conform to the general range in the vicinity, and which enhance the distinctiveness of traditional building materials and styles;

(c) show that adequate consideration has been given to the spaces between and around buildings, and that effective use has been made of any existing landscape features; and

(d) provide suitable new planting of trees and shrubs appropriate to the site and its location.

Where appropriate, existing wildlife habitats including green corridors and river courses should be protected and enhanced.

All planning applications should include a design statement, unless otherwise agreed with the Council.

#### Policy B6

Proposals for development which would result in the loss of areas of public or private open space of particular importance to the locality by virtue of their recreational, historical, conservation, wildlife or amenity value will not be permitted. Where such open space is to be lost to development, for whatever reason, appropriate alternative provision may be sought elsewhere.

The Design & Access Statement of the Order sets out how the design of the proposals meets the range of policy requirements of policies B1 and B6. The Order includes conditions requiring the approval of detailed designs of the buildings and surrounding landscape works.

#### Policy T4

With respect to sustainability requirements and traffic generation all new development proposals should:

(a) be within the boundaries of built up areas, as defined on the Proposals Maps unless no such suitable site exists;

(b) not cause an unacceptable impact on the local environment in terms of road safety and increased traffic;

(c) be located close to public transport routes;

(d) seek to minimise the increase in private car trips generated by the development;

(e) provide convenient and safe pedestrian access to and within the development which should link to the wider footway network ensuring that the needs of those with mobility and sensory disabilities are met;

(f) provide continuous and segregated cycle routes to and within the development which should link to the wider cycleway network;

(g) conform with the District Council's adopted vehicle and cycle parking standards, these include the provision of parking spaces for people with disabilities.

The Design & Access Statement of the Order sets out how its access proposals meet the policy requirements of Policy T4. The Order includes conditions requiring the approval of detailed access and traffic management arrangements.

#### Community Facilities

##### Policy CS6

Proposals for the change of use or redevelopment of health, social service, library or other community facilities will only be permitted where the community use is relocating, or improved facilities are to be provided in the locality.

### Policy CS9

*Where residential developments create a need for new community facilities, the provision of such facilities, or a contribution towards their provision, will be sought from the developers before planning permission is granted.*

The Order provides for the relocation and significant enhancement of facilities that will be lost and Policy 4 of the Neighbourhood Plan requires that this provision is made prior to the consenting of development proposals on the existing sites. The new site alongside the Handcross Recreation Ground is well located for the purpose of the new facilities and provides sufficient land to make effective provision. In which case, the Order is consistent with Policy CS6 and Policy CS9.

### Proposed Submission Mid Sussex District Plan 2013

The Proposed Submission Mid Sussex District Plan was published by the District Council in May 2013. The District Plan will shortly be submitted for examination with a view to its adoption replacing the majority of saved policies of the 2004 Local Plan and providing a planning policy framework for the area to 2031.

As such, weight may now be attached to the document as a material consideration in planning decisions. It therefore contains a number of policies relevant to the consideration of the Order.

DP9 Protection and Enhancement of the Countryside – restricts development outside the built-up area boundary unless supported by other policies in the District Plan. The Slaugham Parish Neighbourhood Plan Policy 4 and Policy 15 provide a rationale for exceptional circumstances for development in the AONB.

DP13 High Weald AONB – restricting development in the AONB to that which is essential to conserving and enhancing its natural beauty. The Slaugham Parish Neighbourhood Plan Policy 15 provides a rationale for exceptional circumstances for development in the AONB.

DP22 Community Facilities and Services – supports the provision of facilities and services that contribute to creating sustainable communities. The Order provides for a new community facility that is entirely in accordance with this policy.

DP24-26 Character and Design, Dwelling Space Standards and Accessibility – the Design & Access Statement provides a full description and explanation of how the provisions of these design policies will be adhered to.

### National Planning Policy Framework

The National Planning Policy Framework (NPPF) includes a number of policy principles of relevance to the Order:

- Requiring good design (para's 58 and 61)
- Promoting healthy communities (para's 69 and 71)
- Conserving and enhancing the natural environment (para's 115 and 116)
- Tailoring planning controls to local circumstances (para. 202)

### Submission Slaugham Parish Neighbourhood Plan

The Order is being made to implement Policy 15 (Handcross Community Centre) and Policy 20 (Community Right to Build Orders) of the Neighbourhood Plan. The Order have been prepared and consulted on in accordance with the Neighbourhood Planning Regulations 2012 as an integral part of the Neighbourhood Plan. As such, it will be examined and, if approved, be subject to referendum alongside the Neighbourhood Plan in due course. Some weight may now be attached to the Neighbourhood Plan as a material consideration in planning decisions.

### Strategic Environmental Assessment

A Strategic Environmental Assessment has been made of the policies of the Neighbourhood Plan under EU Directive 2001/42. As such, it has included an assessment of the development proposed by the Order.



# 4.0 design and access statement

## 4.1 context

The village of Handcross has a linear layout having developed historically along the B2110 Horsham Road (A). It is bisected by the A23 (B) with the older part of the village on the north eastern side of the A23 clustered around the High Street with its shops and pub (C).

### 4.1.1 location

The site (D) is at the northern end of the village and is part of the recreation ground which is owned by the Parish Council. The recreation ground includes an existing single storey pavilion building along with play and recreation facilities. The whole of the village, including the site are within the High Weald AONB.

### 4.1.2 accessibility

The site is located about 400m or a 6 minute walk from both the centre of the village to the south, and Handcross Primary School and the Medical Centre (E) to the north. Access to the site is from the High Street for both vehicles and pedestrians, with additional pedestrian access at the High Street, London Road roundabout and at the northern end of the site.

The site is easily accessible from the A/M23 and there are bus stops on the High Street within a 5 minute walk with services connecting locally and to Crawley.



Fig 2: The site in its wider context





the existing pavilion building as seen from the High Street



looking north along High Street



bus services



village shops



the A23 as it passes through the village



looking south to the village



### 4.1.3 setting

The land adjacent to the southern boundary is currently being developed as new housing arranged as two terraces. To the south of this site is the existing parish hall which was constructed in 1914 and developed over time to include a rifle range, social club and caretaker's accommodation, the bowling club and bowling green. The future of all these facilities is uncertain as leases are about to expire and the sites have been proposed for redevelopment.

Apart from the two terraces of three dwellings opposite the site along the High Street, the remaining boundaries look across undeveloped land and open fields.

### 4.1.4 summary

From an analysis of the context, the following should be considered in the development of design proposals for the site:

1. The site is close to the existing community facilities that it will provide a new home for, including; the parish hall, bowling club, social club and rifle range.
2. The site is in a prominent position at the entrance to the village from the north
3. The site is well located for the village, primary school and medical centre
4. There is potential to improve pedestrian links to the north and the south
5. Proximity to the A/M23 make it easily accessible to a wider catchment with potential for accommodating uses that could subsidise parish clubs and activities
6. The design should respond to the sensitivities and character of the AONB setting



entrance to the parish hall and new housing development



houses on the High Street opposite the site



4.2 the site



Fig 3: the site

#### 4.2.1 layout

The southern part of the recreation ground is broadly rectangular and laid out with sports pitches. It tapers to the north from the roundabout to meet the western boundary on the London Road. It has a well defined landscape edge on all four sides made up of a hedge line and mature trees.

Existing facilities on the site include an access roadway which runs alongside the eastern High Street boundary with a single bank of parking on the boundary side (A), sport pitches on the southern part of the site (B), and a single storey pavilion building (C) just south of the roundabout on the eastern side of the site.

To the north of the pavilion, where the site starts to taper, are additional recreation facilities including a petanque pitch (D), and an equipped children's play area (E). The remainder of the site to the north is mown grass with a small group of trees in the northern corner.

#### 4.2.2 access

The existing main access is from the High Street for both vehicles and pedestrians (F). The width of the existing access is around 4.0m and there is a height restriction to protect overhead power lines that run along the eastern boundary of the site adjacent to the road.

There are gated pedestrian links at the High Street, London Road roundabout junction (G), that leads through a gate to the children's play area to the north of the pavilion, and at the northern end of the site (H) next to the Medical Centre.

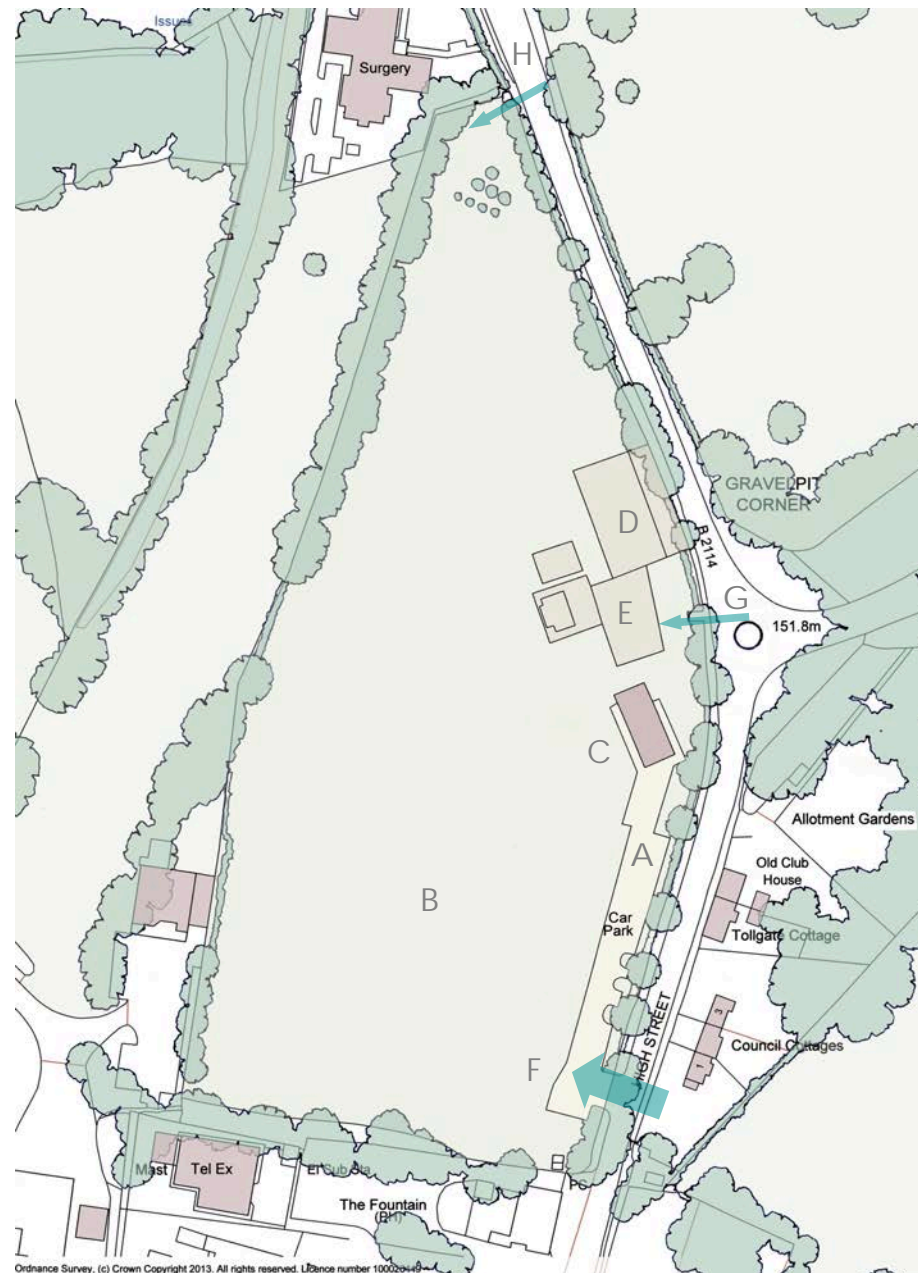


Fig 4: layout and access





view looking north showing access roadway, parking and pavilion building



restricted vehicle entrance



medical centre to the north of the recreation ground



### 4.2.3 Landscape and ecology

The existing tree and hedge line along the London Road/High Street boundary provides clear definition and enclosure to the site, although there are views through into the site between the trees and over the hedge which is around 1.5m high. The southern and western boundaries are also defined by a mature tree line with understory growth that screens the new residential development to the south (see pictures on following page).

An Extended Phase 1 Habitat Survey concluded that the site offered very little habitat of value to wildlife, due to the intensely managed nature of the park for recreational and sports use. However, the mature trees and hedgerows that enclosed much of the site provided some potential nesting opportunities for birds. The pavilion, although not inspected internally, has low potential for bats.

### 4.2.4 topography and orientation

The site sits on high ground and is relatively flat with a very gentle fall to the north west. At a local level there is a small but noticeable change in level with a drop of around 1.0m over 5.0m across the site in the area indicated on the plan (A). Although there are no recorded flooding problems, it has been reported that there can be standing water on the northern end of the site (B). The major axis is on a north south orientation giving good solar access.

### 4.2.5 Capacity

Although the new building may be larger than the existing pavilion it can be accommodated on the site without compromising the existing recreation activities or landscape features. County Highways have confirmed that the position of the existing vehicle access should be sufficient for the new development although it may require widening to allow two way traffic. Depending on the size of the new building, there may be a requirement to provide additional parking spaces.

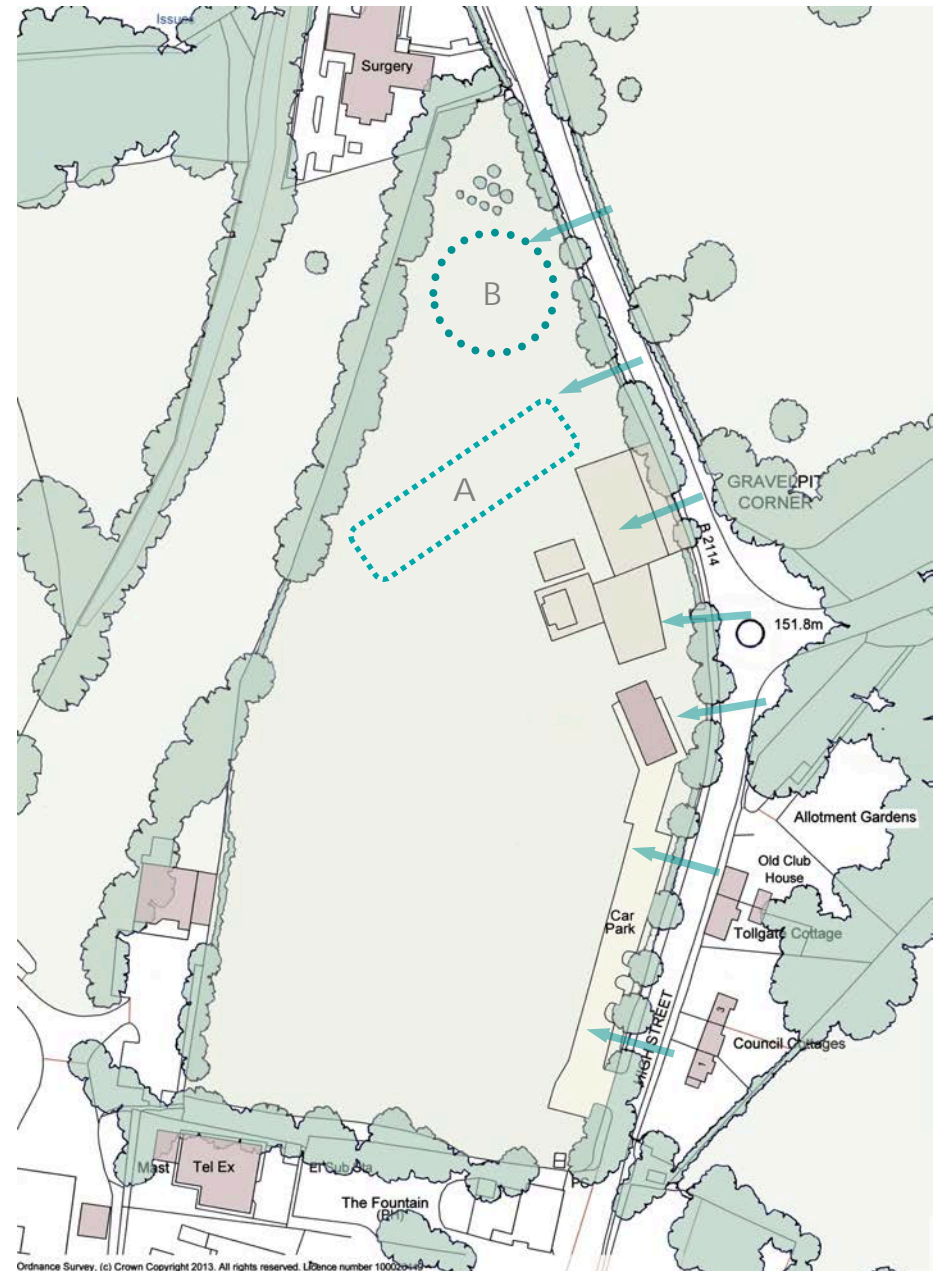


Fig: 5 landscape and topography





new housing development against the southern boundary



new housing looking onto the southern boundary



looking north along the boundary to the High Street



views into the site between trees and above the hedgeline

## 4.3 site analysis

The analysis has confirmed that there are no significant constraints to the development of the site as proposed in this Order.

The key points are:

1. The existing play and recreation facilities should be retained and there should not be any loss of green space on the recreation ground
2. The location of any new building should not compromise recreation use or conflict with the layout of the sports pitches
3. The existing landscape features are considered to be of high value and should be retained and integrated with the building design
4. The existing pedestrian access and linkages should be retained and improved
5. The existing vehicle access point should be retained and improved
6. Any increase in parking capacity should be planned so as not to compromise the use and layout of the sports pitches and to provide for good pedestrian and disabled access
7. The building should be located to create visibility and presence



## 4.4 the masterplan concept

Based on the analysis, a masterplan concept as illustrated on the plan opposite is proposed based on three key considerations:

- Maximizing the area of, and retaining flexibility for the layout of the sports pitches and facilities
- Minimising alterations to the existing infrastructure to reduce costs
- Creating a stronger relationship between the building and the landscape

The rectangular shape of the southern part of the site (A) makes it the most suitable area for the playing fields and sports pitches, whilst the tapering northern part of the site (B) can accommodate the smaller scale activities, incidental play and new landscape areas.

This determines the optimum location of the new building (C) being in a similar location to the existing pavilion allowing the existing arrangement of access, parking, play and sports facilities to be retained.

The masterplan design principles include:

- Use of the existing access and parking arrangements
- Setting the building back from the eastern boundary to create an entrance area and street presence
- A larger scale south facing building aspect overlooking the playing fields
- An arrangement of quieter, more intimate and smaller scale spaces to the north with pedestrian access

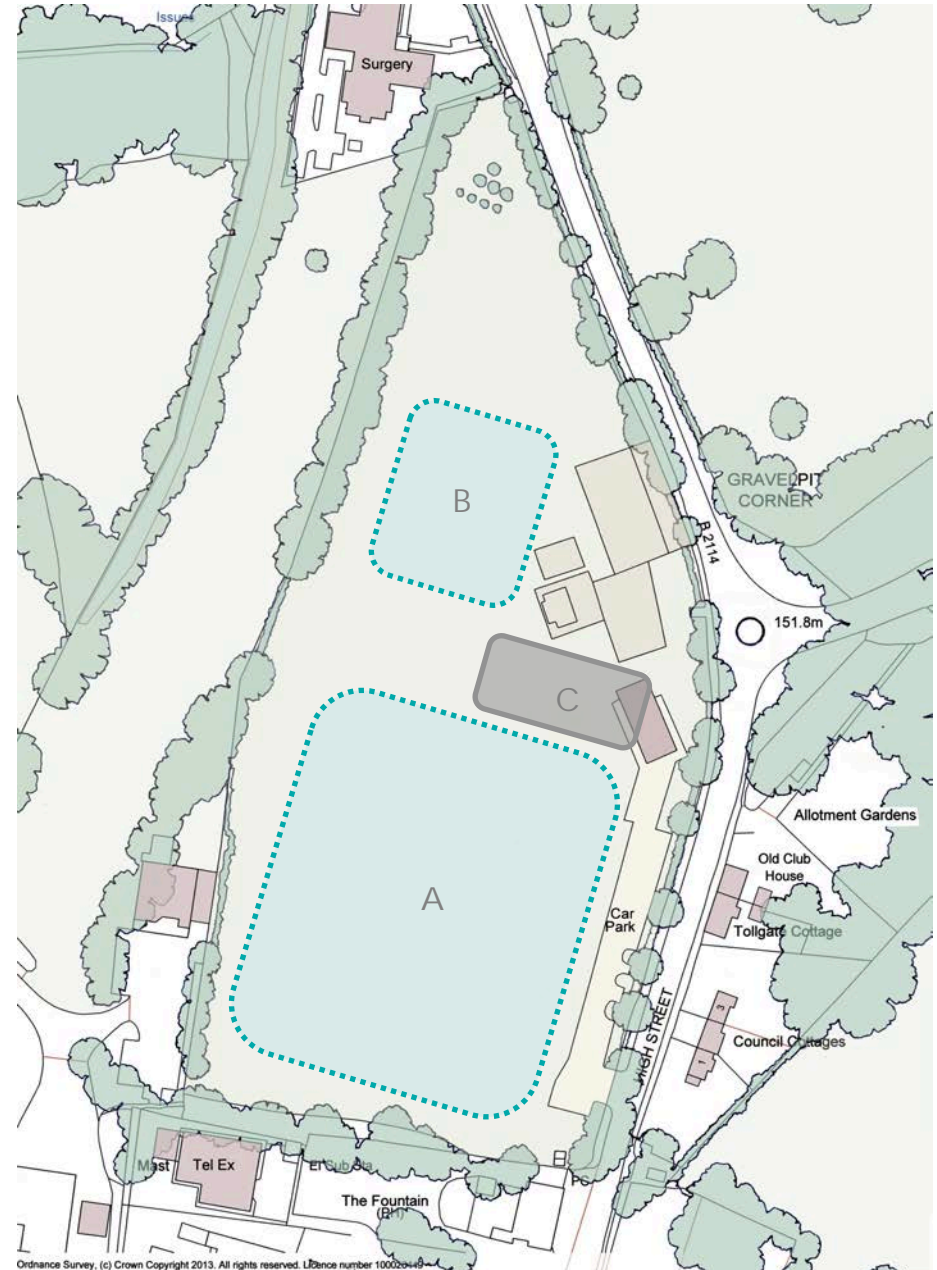


Fig 6: masterplan concept

## 4.5 the building concept

The building concept is based on a 'hall' as the main space and focus for the building with additional spaces planned around it, making it flexible and able to be used for different activities at the same time.

### 4.5.1 the hall

The hall will be the main space and focus for the building, a place of arrival, event and identity. It will have a roof form and volume that gives it presence, making it a recognizable feature in the landscape. Internally, the roof structure and materials will give it character making it an attractive space to use and hire.

At the entrance, the reception/office area could include a small tea and coffee facility as part of the kitchen and the south facing terrace overlooking the sports fields, which would support the social life of the hall,

### 4.5.2 the box

Although the hall on its own could provide an attractive and flexible space for a variety of uses and functions, it will be important that the building also has the flexibility to provide for a range of different uses at the same time. To achieve this, a series of secondary elements built around the hall are proposed. The first is a 'box' sitting beneath the hall roof. It will be acoustically separate and have its own access and garden space making it suitable for smaller scale uses such as a nursery and clubs, or a quieter meeting or event space.

The box could be used independently as one large room or divided into two or three smaller rooms. It could also be used as a stage and changing rooms for the hall, and to support larger scale events.

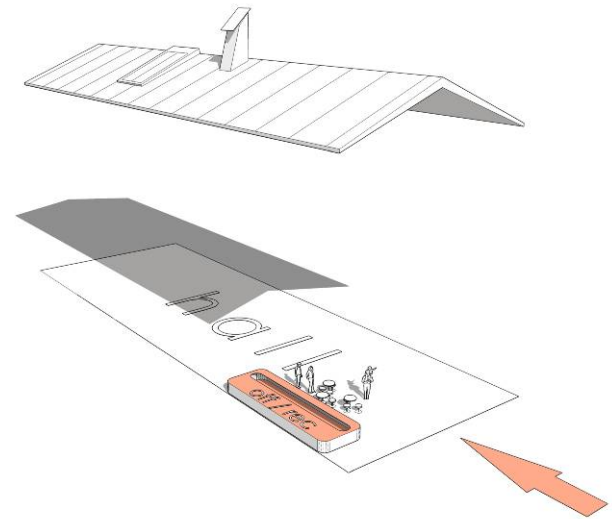


Fig 7: the hall

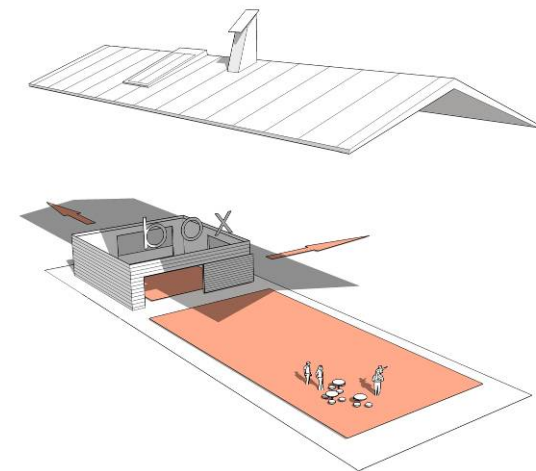


Fig 8: the box

#### 4.5.3 the enterprise hub

A second 'pod' element will provide space for the enterprise hub. We believe there will be a demand locally, (and possibly from further afield given the good road connections), for a local facility that provides hot desk space, a meeting room and enterprise facility with broadband and good internet access. The enterprise hub will provide this space on a flexible basis and could generate income to support the community uses of the building.

Located as part of the hall entrance it could be managed day to day as part of the hall with the flexibility to be used either independently or in conjunction with the hall.

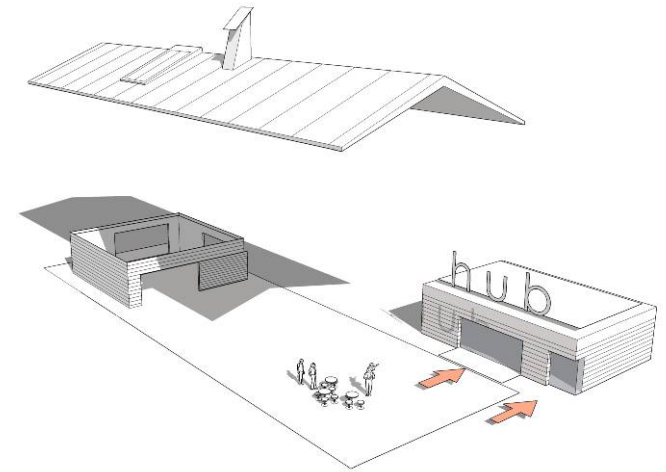


Fig 9: enterprise hub

#### 4.5.4 the wall

The functional elements of the building, have been organized into a 'wall' which creates a strong southern elevation to the building overlooking the sports fields. The wall provides a means for organizing the back of house facilities such as the changing rooms, wc's, kitchen, storage and services. This will help reduce clutter, making the building easier to manage.

The wall could be finished in a number of different ways; weatherboarding, brick or even rammed earth, and as it is south facing it could also be planted. It will have a large scale opening that creates a 'window' onto the sports fields which can be opened for events and in good weather.

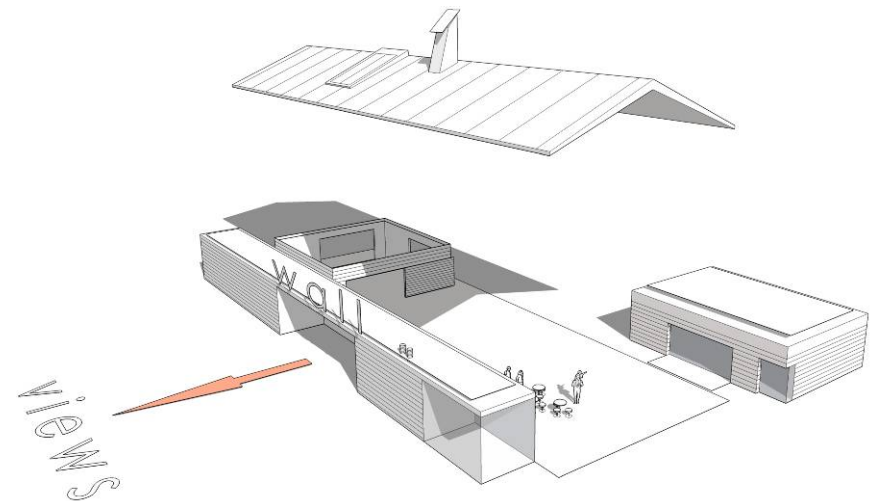


Fig 10: the wall

#### 4.5.5 the landscape

The linear east-west layout of the building will create two distinct landscapes:

- To the south, the larger scale and more public recreation area and sports fields which will be connected to the hall and overlooked by the 'window' in the south elevation wall.
- To the north there is the opportunity to create a set of smaller more intimate landscape events or gardens connected to the hall, box and enterprise hub.

Together, these will create the potential for a rich variety of seasonal uses and activities making it attractive for letting and events that will both serve the community and help support its commercial viability.

The plan that follows suggests a replacement bowling green to the west of the building which would help reinforce the different characters of these landscapes.

The building has been set back to create an entrance area that will help give the building presence and visibility from the High Street.

#### 4.5.6 sustainability

The linear east-west layout of the building will also underpin a sustainable design strategy with a large south facing roof area available for solar collectors for heating and energy. Roofs will also be used as rainwater collectors for irrigation and building uses, and secondary building elements may have planted roofs as a drainage filter and ecological enhancement.

The roof design, which may include chimneys as part of a natural ventilation system, will be an opportunity to establish a character and identity for the building making it a local landmark.

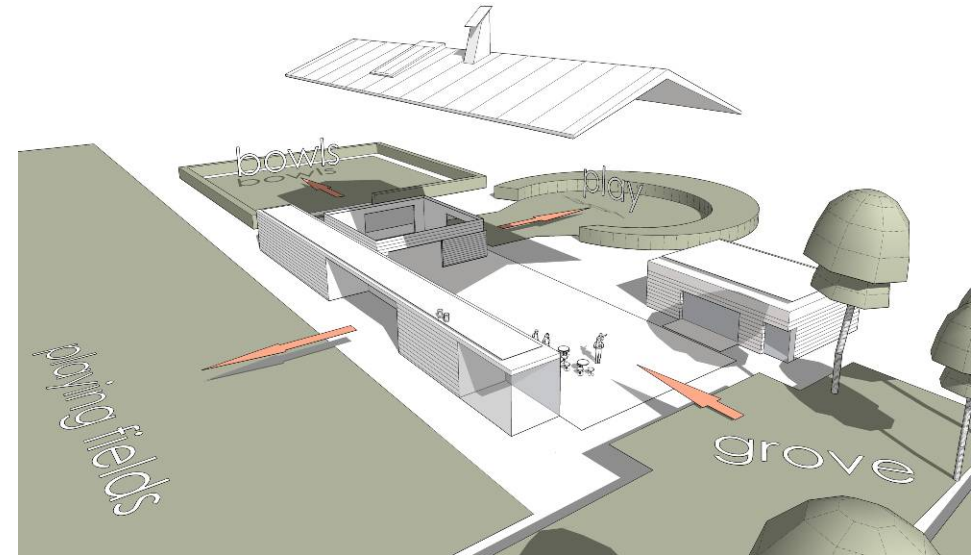


Fig 11: landscape

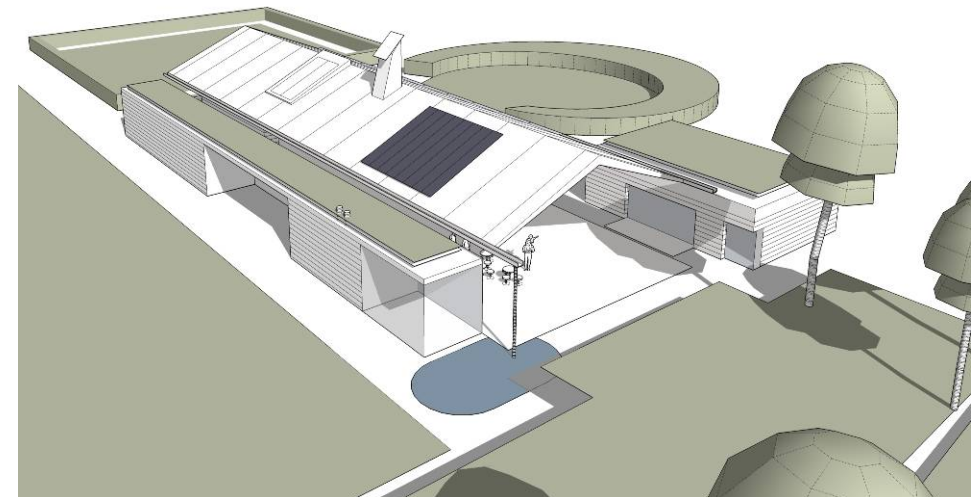


Fig 12: sustainability

#### 4.5.7 summary

This building concept will provide a flexible internal layout with well organised storage and support facilities. It also has the flexibility to be worked up in a number of ways to accommodate the needs of the different existing clubs and groups which will determine the eventual size of the hall and the type of support facilities needed such as the kitchen, enterprise hub and café.

There is an existing hall in Warninglid and a new one is proposed in Pease Pottage. It will be important to work with both of these to ensure this scheme is developed to compliment and not undermine their activities.

This is an opportunity to plan a new focus and amenity for Slaugham which can offer a home to its existing activities and provide for the future. There will need to be consideration of what the community might need in the future and how this project will be made sustainable in the long term.

Following the referendum, the next stage will be to work up a brief and detailed proposal, alongside a business plan, with the community and its representatives. This will need to consider the long term management, maintenance and running costs, including trends in energy and utilities.

There will also be other considerations including levels of paid staffing, caretakers accommodation and balancing revenue generating activities and lettings with the communities needs.

There are a number of existing projects that can provide valuable references.



## 4.6 the illustrative masterplan

This section illustrates a sketch proposal based on the building concept for a building of around 750m<sup>2</sup> which as at the upper end of the range set out in this Order.

The references images on this page illustrate following aspects of the design concept:

- Large scale roof forms that are part of the character of the Sussex landscape
- Natural ventilation chimneys
- Locally sourced local materials

Coupled with contemporary design standards and technologies, these are the basis for a sustainable design that will sit well in the AONB.

The Illustrative masterplan on the following page shows the building in the context of the different landscape spaces, including;

(A) The entrance grove: with the building set back to create an arrival space and to give it presence from the road

(B) The terrace: with the hall opening onto a south facing terrace that overlooks the sports pitches

(C) The bowling green: the potential for a new west facing bowling green and club room

(D) Gardens: smaller scale, more intimate gardens and play spaces linked to the 'box' and hall





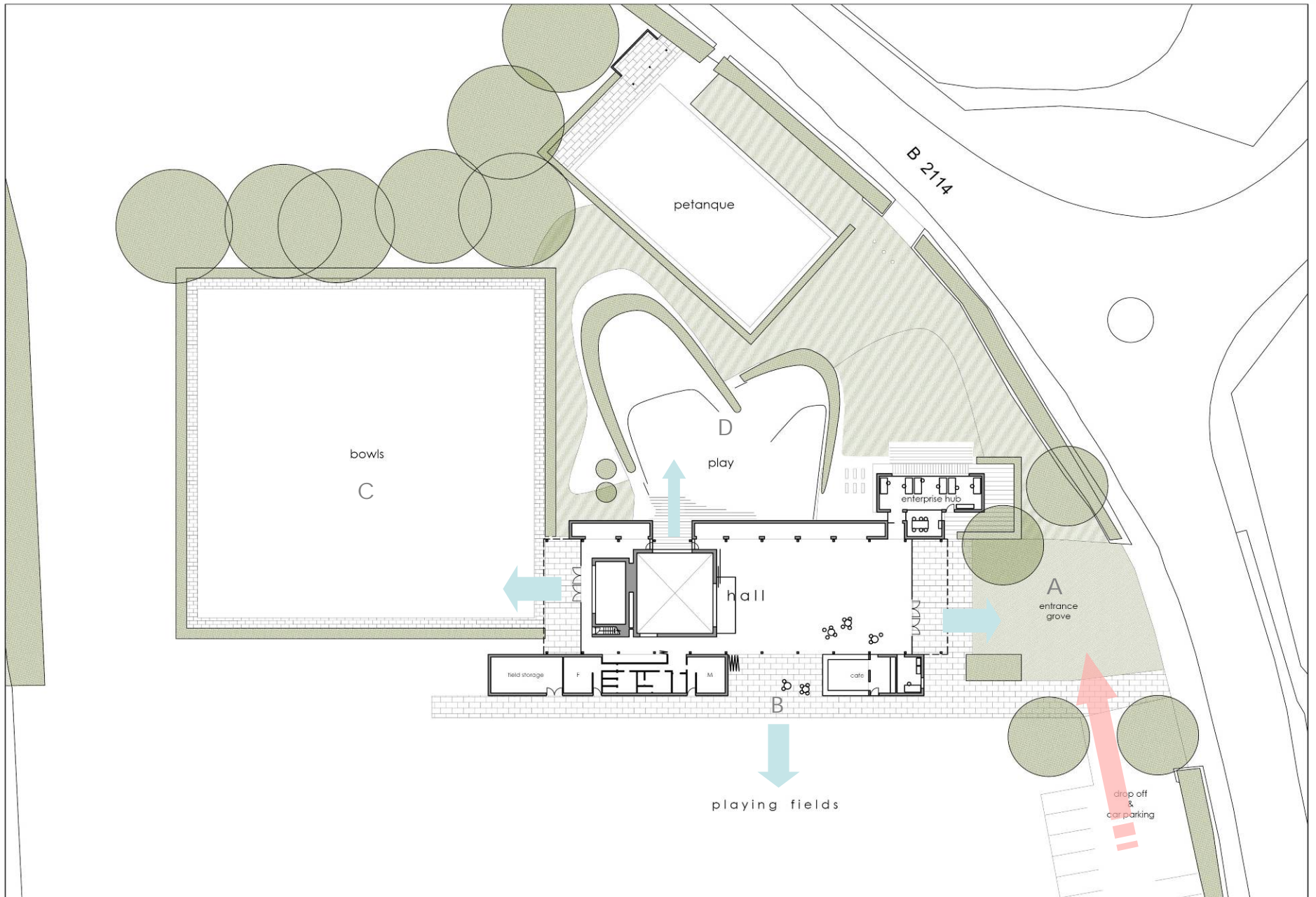


Fig 13: the illustrative masterplan

## the illustrative building plan

The reference images on this page illustrate the following aspects of the design concept:

- Roof forms that creates an entrance and sheltered external spaces
- Large scale openings in a simple building form
- Small scale add on structures and external spaces

The sketch building plan on the following page shows the building in its immediate context, including:

The Service Wall which provides facilities for the sports pitches (A), and also a screens the bowls pavilion (B)

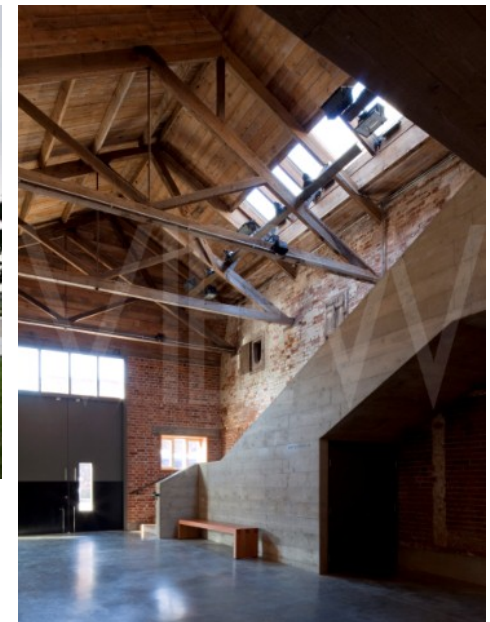
Caretaker's accommodation could be provided above the bowls pavilion.

The office/reception (C) overlooking the entrance and terrace

Enterprise hub (D) with hot desks, a meeting room, and independent access

The Box (E) that can be used as meeting/ event rooms, and provide a stage and backstage/technical area

A Storage Wall (F) for the Hall, clubs and events





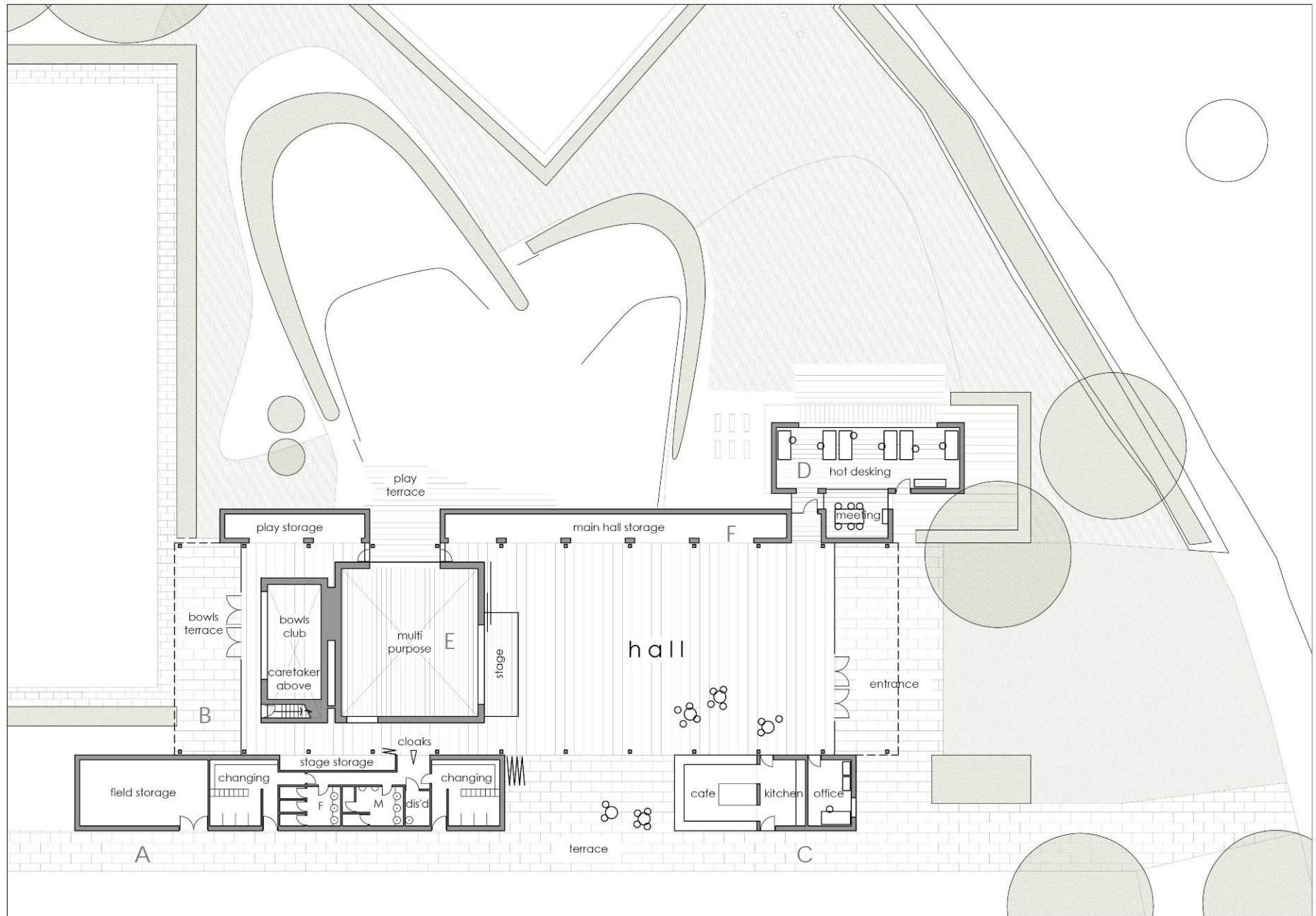


Fig 14: the illustrative building plan

## the illustrative building section

The reference images on this page illustrate the following aspects of the design concept:

- Traditional roof structures and materials
- Contemporary roof structures and materials
- Internal volumes
- Rooflights and daylighting

The sketch building section on the following page is looking west towards the 'box' and shows the Hall and its relationship to the Service Wall and Enterprise Hub, including:

The Hall (A) with its exposed internal roof structure

The Box (B) that can be used as meeting or event rooms, and provide a stage area (C) with technical platform above (D)

The roof design includes solar collectors (E), a chimney (F) as part of a natural ventilation strategy, and rooflights (G) for the Box and additional daylight

The office/reception (H) at the Hall entrance as part of the Service Wall and overlooking the terrace (I).

The Enterprise Hub (J) with hot desks and a meeting room, connected to the Hall and with independent access

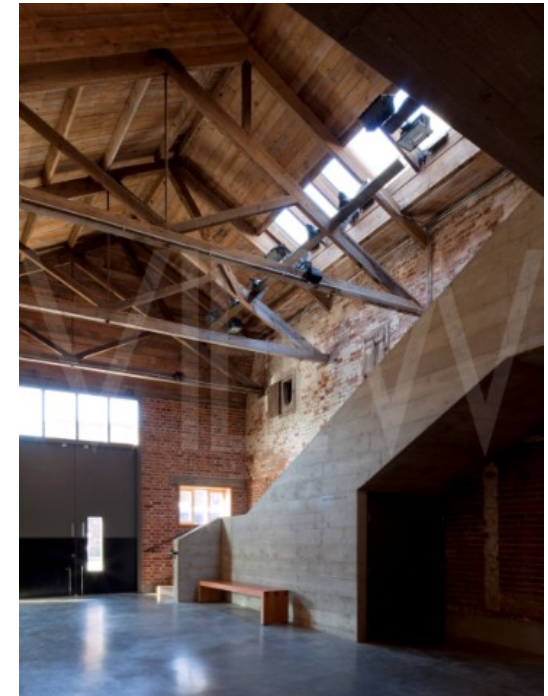






Fig 15: the illustrative building plan

## 4.7 summary

The purpose of this design statement has been to describe a design strategy that will provide a flexible framework for working up a proposal with the community.

A building at the upper end of the size range in the Order has been used in this design statement to show how it could be accommodated on the site without encroaching on the existing playing fields within the Recreation Ground.

The eventual size of the building will need to achieve the right balance between providing replacement facilities for the village and ensuring the project will be financially viable in the long term.

It will therefore be essential to work up the scheme alongside a business plan that the village can support.

The business plan will also need to consider the value of revenue generating uses, such as the Enterprise Hub and the size and specification of a kitchen to support events. Again, there will be a balance to be struck between planning for revenue generating uses and those that are specifically to serve the community.

This design statement establishes the following as the starting point for developing the brief and a detailed design:

- The location for a new building
- A set of relationships between the building, external spaces and recreation uses
- A framework for organising and adding to the landscape
- Priorities for access and connectivity
- An architectural approach that recognises the vernacular, is sensitive to the AONB and provides scope for invention and delight
- A sustainable building design concept that responds to the setting

Following approval of the Order, the community will be represented through the Parish Council and the Community Land Trust that is proposed as an option to help deliver and manage the community centre.

The Community Land Trust will be open to all parish residents including representatives of the existing clubs and groups, and any new ones that emerge during the development of the proposals.

The Community Land Trust with the Parish Council will provide an established body to help organise and support the development of the project, particularly during the early stages.

They will also act as guardians of the quality of the scheme by providing guidance and control of the detailed development and refinement of the scheme, including the selection of materials. This will help make it a locally controlled process as is the intention of the Orders.

## 4.8 technical appraisals

This section includes a summary of the technical appraisals carried out to ensure these proposals are viable and deliverable, and to inform the design concept and illustrative masterplan. The Conditions in Section 2.3 set out the additional information that will be provided during the implementation of the Order.

### 4.8.1 Access and transport

An in principle approach to providing vehicle access has been agreed with County Highways based on the type and upper limit of development proposed in this Order.

The existing access and crossover form will be used to serve the development, although its width increased to a minimum of 4.8 metres to allow two vehicles to pass.

The existing parking arrangements will be reviewed as part of the detailed design to ensure compliance with current standards as well as providing improved pedestrian and disabled access, and further parking for larger events.

Additional technical information, including a Transport Statement, detailed design layouts of any alterations to the existing access and a Stage One Safety Audit, will be provided through the Conditions attached to this Order at the appropriate point in the detailed design development.

### 4.8.2 Flood risk and surface water management

#### Flood risk

The site is within a Zone 1 Flood Risk Area and given the scale of development proposed in this Order it is considered that there will be no significant flooding issues.

#### Surface Water Management

The basis for a surface water management strategy has been set out in Section 4.5.6 of the building concept. The roof, which will account for the majority of any increase in impermeable surface area, will be used to collect rainwater. The collected water will be stored and used in the building for WC flushing and other low grade uses, and externally for irrigation of the sports pitches, bowling green and gardens.

Permeable finishes will be used for any additional hard landscape areas, including the entrance and any increase in the parking area.

The detail of the surface water management scheme will be finalised during the detailed design development stage and will comply with the Local Planning Authority policy and meet the requirements of the SUDs Manual.

### 4.8.3 Landscape

A desk top survey and site visit have been carried out to identify any statutory designations, local features or condition that might affect the detailed design proposals of the scheme as set out in this Order. The following is a summary of the landscape related elements:

#### Landscape Setting

The site is designated by Natural England as part of the High Weald Area of Outstanding Natural Beauty (AONB). The National Planning Policy Framework (NPPF) suggests that great weight should be given to the protection of these areas.

The proposed development is likely to have a minimal impact as the majority of the existing trees and vegetation will be retained in their current form. The replacement community centre will be located in the same approximate location as the existing built form.

Integration of the new building and landscape elements into the existing context will be facilitated by appropriate plantings chosen to complement the proposed design and reflect the adjacent natural species mix.

#### Arboriculture

Tree cover is restricted to the site boundaries: A well maintained hedge is present on the eastern boundary along with a number of established plantings. The southern boundary has a collection of likely planted mature specimens with a dense understorey. Tree cover on the western boundary includes a short section of established Laurel along the southern section, giving way to a line of established plantings for the rest of the boundary. The northern boundary crosses the open space across mown grass.

The established boundary plantings are likely to be clearly visible from outside the site for only short distances due to adjacent built form and other vegetation.

However, they provide a significant landscape feature and help characterise the site. Despite some poor structures, all are therefore considered to be of high value and worthy of retention.

The design proposals as set out in the preceding sections will not have a detrimental impact on the existing tree cover and planting to the site boundaries. The long term management of these boundaries should be considered as part of the management plan for the project.

#### Ecology

An Extended Phase 1 Habitat Survey was carried out on 10th April 2013 across the whole of the survey site using standard JNCC (2003) techniques and methodologies.

During the surveys the potential for protected and important species was assessed. This included European Protected Species, legally protected species and Local Biodiversity Action Plan Species (and habitats).

The site offered very little habitat of value to wildlife, due to the intensely managed nature of the park for recreational and sports use. However, the mature trees and hedgerows that enclosed much of the site provided some potential nesting opportunities for birds.

Since all in-use bird's nests and their contents are protected from damage or destruction, any tree and shrub removal should be undertaken outside the period 1st March to 31st August inclusive. If this time frame cannot be avoided, a close inspection of the trees and shrubs to be removed should be undertaken prior to clearance. Work should not be carried out within a minimum of 5.0 metres of any in-use nest, although this distance could be more depending on the sensitivity of the species.



# 5.0 archaeology statement

The Historic Environment Record (“HER”) for the neighbourhood area has been reviewed, including the following documents published by West Sussex County Council:

- 1) 048\_HER\_Data\_Map
- 2) 048\_HER\_Data\_Report
- 3) 048\_Registered\_Park\_or\_Garden\_Map
- 4) 048\_Registered\_Park\_or\_Garden\_Report
- 5) 048\_Listed\_Buildings\_Map
- 6) 048\_Listed\_Buildings\_Report
- 7) 048\_Historic\_Landscape\_Characterisation\_Time\_Depth\_Map
- 8) 048\_Historic\_Landscape\_Characterisation\_Broad\_Character\_Type\_Map
- 9) 048\_Historic\_Landscape\_Characterisation\_Character\_Type\_Map
- 10)048\_Historic\_Landscape\_Characterisation\_Report

The review identified no archaeological findings relevant to the area to which the Order relates.

# 6.0 enfranchisement rights

This Order makes no proposals in respect of Enfranchisement Rights

# 7.0 planning obligations

Planning Obligations are to conform to Local Authority requirement.

# 8.0 basic conditions statement

Under Reg 22(e) of the Neighbourhood Planning (General) Regulations 2012, it is necessary to prepare a statement " explaining how the proposed ... community right to build order meets the basic conditions in paragraph 8(2) of Schedule 4B to the 1990 Act."

As the CRTBO is being made as an integral part of the SPNP, and to avoid unnecessary repetition, the information required under the Regulations is contained in the Basic Conditions Statement that has been published for the SPNP.

# 9.0 consultation statement

Under Reg 22(b) of the Neighbourhood Planning (General) Regulations 2012, it is necessary to prepare a consultation statement.

As the CRTBO is being made as an integral part of the SPNP, and to avoid unnecessary repetition, the information required under the Regulations is contained in the Consultation Statement that has been published for the SPNP.