

Ferring Parish Council Community Right to Build Order 3: Community Centre



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not included in this draft

1.0 introduction

1.0.1 what is a CRTBO ?

A Community Right to Build Order (CRTBO) Submission is comparable to a Planning Application, but with two key differences:

- a CRTBO can only be submitted by a community group or organisation (and so are usually drafted with an eye to community benefit).
- whether or not a proposed CRTBO is 'made' depends on whether the local community as a whole votes in favour of it at a referendum.

So that this document is intelligible, it is also worth noting that there are also differences of terminology, amongst others:

- whereas a Planning Application may be 'granted', a 'Submission' CRTBO is 'made' (the result is however basically the same, that the proposals set out become accepted under planning law).

1.0.2 why has Ferring Parish Council submitted this CRTBO?

The Council has prepared this, and its two other CRTBO's, to support the Neighbourhood Plan. The CRTBO's do this in a number of ways:

- they help illustrate in detail particular proposals set out within the Submission Neighbourhood Plan and thus give the community a better idea of what is intended.
- they give the community the chance to decide whether or not to support these particular proposals.
- if the proposals are voted for, then the local authority (Arun District Council) will 'make' the Orders. Since this means these parts of the plan will have been given the equivalent of a planning consent, it brings them that much closer to being delivered.

1.0.3 the purpose and organisation of this document.

Whilst part of the purpose of this document is to illustrate proposals for one CRTBO, it also serves a second key function by providing the basis for the Local Authority to 'make' the

Community Right to Build Order if it is voted for. Accordingly the document provides two distinct kinds of information and, depending on the interest of the reader the following may be a useful guide as regards how to read or use it.

For those wishing to form a view as regards both the benefits and character of the proposals the following sections of the document might be best focused upon:

- Section 1, this introduction, provides an overview of the nature and purpose of the Order and the benefits of the proposals to the community.
- Section 3, the design statement, provides both illustrations of the design proposals and has information to help provide an understanding as to why the designs have been developed as they have.

For those wishing to review planning law framework associated with the Order, the other sections of the document pertain. In particular:

- Section 2, the Order, which provides the Order definition, and sets out a number of Conditions that will need to be met so that the proposals can be implemented. These include safeguards that the community will commit itself to that will provide a number of reasonable protections to, inter-alia, neighbours close by.
- Section 5, the basic conditions statement, which shows how the proposals sit within the overarching framework of local and national planning policy.

and

- Section 6, the consultation statement, which provides a record of consultation both with the local community and with other parties on the way towards the referendum.

1.0.4 the CRTBO's and the Neighbourhood Plan: New Housing and a New Community Centre

This Submission CRTBO 3: The Community Centre, is one of three that, together with the Submission Neighbourhood Plan itself, have been orchestrated and submitted to Arun District Council by Ferring Parish Council on behalf of the Parish as a whole.

Whilst CRTBO 1 and CRTBO 2, both propose new houses, CRTBO 3 proposes a substantial new community centre on the site of the Glebelands and Retirement Clubs, and these are all important and interrelated parts of the Neighbourhood Plan.

One reason the Plan has been drawn up is straightforward: new housing is required within the Parish by government and can't be avoided but its; type, location, purpose and benefits arising from it can be substantially influenced to the community's advantage through a Plan.

Whilst the Neighbourhood Plan documents new policies and proposals across a range of areas that need no re-iteration here, one matter it is useful to mention in this introduction is this. It is proposed in the Plan that both the housing CRTBO's will generate income to the Parish Council, through both capital receipts and infrastructure contributions, that will be used to enable the provision of the Community Centre proposed in this order. As such the Community Centre proposals are very much at the heart of the plan for the parish, and whilst the proposals for new housing have some particular benefits to the local community, the Community Centre is very much the centrepiece of the plan.

It should be recognised that the Neighbourhood Plan, and each of the three community right to build orders, will be subject to separate votes which may happen at different times, and that each may be supported or rejected on its own merits.

Following on from this it should be noted that:

- a protection has been built into CRTBO 2, an order setting out proposals for housing on the site of the current Village Hall. This is a condition ensuring that the re-development of the existing Village Hall cannot be implemented until the new community centre set out in this order is built.
- both housing orders provide important funding for the new Community Centre.

1.0.5 a new Community Centre to meet local needs within the Parish

Though identified during community consultation prior to and during the drafting of the Neighbourhood Plan the need for improvements to community facilities have been evidenced in community efforts over a protracted period to enable

1.0 introduction

works to the existing very busy Village Hall. At the same time the community drive both to revitalise the Glebelands Club, and to provide the very popular Retirement Club with the benefit of certainty of tenure and improvements in accommodation, are all key community ambitions.

1.0.6 locating the New Community Centre where it best suits the community

The Neighbourhood Plan proposes the location of the new community centre on the site of the existing Glebelands and Retirement Clubs for three reasons:

- the development of a single community centre as a hub for community facilities requires a larger site than the current Village Hall site.
- it provides an opportunity for additional parking on the adjoining recreation ground, and in consequence helps alleviate parking problems at the current Village Hall site.
- it releases the Village Hall site, which is more appropriate for residential use for downsizers due to its proximity to local shops.

1.0.7 CRTBO 3 Ferring Community Centre

CRTBO 3 is a proposal to make a new Community Centre of up to 1300m² to provide a new home for those clubs currently occupying the Village Hall and the Glebelands sites. The proposal also includes the provision of new car parking at the north east corner of the recreation grounds, set out to work alongside the youth pitch.

It is an Order that is proposed on two parcels of land owned and / or tenanted by community bodies; the existing Glebelands Centre and Retirement Clubs on land owned by West Sussex County Council, and a part of the recreation ground owned by Arun District Council.

More information about the design of the new community centre may be found in Section 3 of this document, the Design Statement.

1.0.8 CRTBO 3 Land owners and Tenants

Underpinning the order, the following parties are in support of the proposals;

- West Sussex County Council, owners of the Glebelands site;
- Arun District Council, owners of the recreation ground;
- The Glebelands Community Centre, tenants of the Glebelands site, and of the proposed new Community Centre;
- The Retirement Club, occupants of part of the Glebelands Site, and of the proposed new Community Centre;
- Ferring Football Club, principle user group of the affected area of the recreation ground;
- The Village Hall Trust, as future occupants of the proposed new Community Centre.
- The Parish Council, as future occupants of the proposed new Community Centre.

2.0 the order

description of development

Ferring Parish Council's Community Right to Build Order 3 proposes development of land at the Glebelands Community Centre, Greystoke Road, Ferring, Sussex BN12 5JL, and of car parking on land within the adjoining recreation grounds.

On a site area of 0.287Ha, the proposals are for a new community centre and include; the demolition of the existing community centre and retirement clubs; the new build of a 2 storey community centre of up to 1300m² gross internal floor area; two new access points from Greystoke Road together with a new drop off and parking area for those working within the centre and for disabled users providing up to 20 spaces in total; the construction of a new car parking area to the north eastern corner of the recreation grounds for up to 36 cars in total, with new access from Rife Way and a new footpath linking this car park with the new community centre; new hard and soft landscape works within the site and to include a new boundary fence to the western boundary of the car park; a new emergency access point to the recreation ground also from Rife Way.

The community centre will provide employment for 1 permanent member of staff and, in addition, may house the following subject to detailed design and business plan development post the order: small scale offices spaces of up to 50m² in total serving parish council, police liaison, and drop in doctors surgery, and may provide employment space for up to 5 further permanent or temporary persons excluding volunteers associated with the community users.

the site



key

- A. glebelands recreation centre
- B. north east corner of the recreation ground

fig. 1: site as existing

2.1 conditions

2.1.1 Time Limit

The development hereby permitted shall begin before the expiration of fifteen years from the date of approval of the Order.

Reason: in order to achieve a balance between allowing a reasonable time period for the details and any delivery mechanism to be agreed and set up and the community to participate with the need to achieve sustainable development.

2.1.2 Construction Management

No development shall take place until a Construction Method and Management Statement has been submitted to and approved in writing by the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for:

- traffic management within the site confines and delivery times and routes in and out of the site
- the parking of vehicles of site operatives and visitors
- loading and unloading of plant and materials
- storage of plant and materials used in constructing development
- the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate
- wheel washing facilities
- measures to control the emission of dust and dirt during construction
- a scheme for recycling / disposing of waste resulting from demolition and construction works
- a restriction on any burning of materials on site

2.1.3 Scheme for Foul and Surface Water Drainage

No development hereby permitted shall take place until details of foul and surface water sewerage disposal have been submitted to and agreed in writing by the local planning authority. No buildings hereby permitted shall be occupied until foul and surface water sewerage disposal works have been implemented in accordance with the agreed details.

Reason: To ensure consideration is given to sustainable

drainage in accordance with national and local policy and in the interests of achieving sustainable development.

2.1.4 Contamination

If during development, contamination is found to be present at the site then no further development (unless otherwise agreed in writing with the Local Planning Authority) shall be carried out until the developer has submitted, and obtained written approval from the Local Planning Authority for, a remediation strategy detailing how this contamination shall be dealt with.

Reason: To ensure that the development complies with approved details in the interests of protection of the environment and prevention of harm to human health in accordance with Arun District Plan policies GEN7 and GEN31.

2.1.5 Existing Landscape

No development hereby permitted shall take place until a scheme of landscaping has been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. These details shall include details of all existing hedgerows and trees and details of those to be retained, together with measures for their protection in the course of development.

Reason: to ensure existing landscape features of note are retained and integrated into a landscaping scheme.

2.1.6 Landscape Implementation and Maintenance

All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the development hereby permitted or the completion of the development, whichever is the sooner. Any trees or plants which, within a period of five years from the completion of the development, die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless the local planning authority gives written approval to any variation.

Reason: to ensure existing and proposed landscape features.

2.1.7 Ecology

No development hereby permitted shall take place until ecological surveys have been carried out in accordance with Natural England Technical Information Notes to confirm the presence or absence of ecologically important fauna on the site and until a scheme for the protection and enhancement of the ecology of the site has been submitted to and approved in writing by the local planning authority and the scheme shall include mitigation measures such as may be required and shall be carried out as approved.

Reason: To protect and enhance the ecological value of the site in line with national planning policy in accordance with Arun District Local Plan policies GEN7, GEN29 and GEN30.

2.1.8 Lighting

External lighting in association with this development shall comply with Institution of Lighting Engineers Guidance Notes for the Reduction of Obtrusive Light, Obtrusive Light Limitations for Exterior Lighting Installations.

Reason: To control the residential amenities of the local environment in accordance with Arun District Local Plan policies GEN7, GEN33.

2.1.9 Transport Statement

A Transport Statement, with content to be agreed in writing with the Local Planning Authority, 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.

2.1.10 Highways and Access

Development shall not be commenced until details of the access for vehicles, cyclists and pedestrians including any works to the junction with Greystoke Road and Rife Way, have been submitted to and approved in writing by the

2.1 conditions

local planning authority, and the development shall not be occupied until those works have been constructed in accordance with the approved details.

Reason: To ensure satisfactory standards of access into and within the proposed development in accordance with national and local plan policies.

2.1.11 Layout, Scale, Design and External Appearance

Details of the layout, scale, design and external appearance of the buildings hereby permitted including details of the materials to be used in the construction of the external surfaces shall be submitted to and approved in writing by the local planning authority before the development begins and the development shall be carried out as approved.

Reason: to ensure sustainable development and having regard to national policy and the local plan.

2.1.12. BREEAM

The community centre shall be designed and constructed to meet a minimum BREEAM Level Pass.

No development shall commence until arrangements for assessment and implementation, by duly accredited parties as necessary, have been agreed with the local authority.

Reason: to accord with the basic condition requiring sustainable development.

2.1.13 1st floor windows within 20m of private gardens to the north of Greystoke Mews

1st floor windows proposed within 20m of gardens to the rear of Greystoke Mews must be either opaque, or fitted with film or blinds such that, whether open or closed, there is no overlooking of those parts of private gardens and/ or residential habitable rooms within that distance.

Reason: To protect the amenities and privacy of adjoining residential properties in accordance with policies GEN7, DEV19 of the Arun District Local Plan.

2.1.14 Planning Obligation

The development permitted by this order shall not be commenced until the developer has entered into a planning obligation if so required by the local authority.

Reason: to ensure sustainable development and having regard to national policy and the local plan.

2.2 informative

Info Highways Act

Prior to commencement on site, completion of a S278 Agreement with West Sussex County Council as the Highways Authority will be required under the 1980 Highways Act – Works within the Highway, to cover off-site highways works.

3.0 design statement

introduction

This section of the Order describes the project proposals and the design process that led to these proposals. It follows the format of a design statement that would normally accompany a planning application, considering first the context of the site and then carrying out an analysis of both the context and the site to establish the constraints as set out in section 3.2.

From this analysis, a design concept was developed that responds to the constraints and opportunities and makes provision for needs of the project as described in section 3.2. The design concept sets out a series of basic development parameters for the site that will control massing, scale and form of the building, and its relationship to its surrounds.

The design process involved the consideration of different options for the layout in response to further investigation of the technical issues and feedback from consultation with the local community and other parties. The different layout options that were considered are described in section 3.2. A public consultation event was held to review the draft proposals prior to finalising the scheme and drawing up the Order.

Section 3.3 sets out the project proposals for which this Order is being made. They are set out as plans sections and elevations to describe the physical scale, form and appearance of the building, along with three dimensional sketch studies and reference images to describe the character of the proposals and their relationship to their setting.

After the Order is approved further work will be carried out to develop detailed design proposals that will form the basis for demonstrating technical compliance with statutory standards and for construction. Conditions have been included in this Order, as set out in section 2.1, specifying what further information and approvals will be required in order to implement the project.

The development of the detailed design proposals following approval of the Order will also include accommodating the outcomes and recommendations of a Business Plan and Funding Plan for the scheme which may affect the overall size of the building and the detailed layouts.

For this reason the element of the Order relating to the Glebelands Community Centre site, has been framed to accommodate the development of a building of up to 1300 m², and up to 20 car parking spaces within the context of a set of defined development parameters and design principles, whilst providing some flexibility for the detailed design to accommodate the needs of the Business and Funding Plans.



fig. 2: ferring village aerial

3.1 brief

The Neighbourhood Plan makes provision for the development of a community centre and ancillary uses with associated car parking, access and landscaping works on land at Greystoke Lane.

A steering group was set up by Ferring Parish Council to progress this Order, and meetings were held to develop a brief, consider layout options and agree the design proposals that are set out in Section 3.3 of this report.

The project brief for the Order was developed by the steering group in consultation with the existing users of the village hall to determine the requirements of the existing clubs, activities, functions and events that are to be replaced.

The steering group also included representatives of the Rifers Community Centre that currently occupies the site of the proposed building and whose functions will also need to be accommodated in the new building.

Further uses such as a drop in doctor's surgery, parish council offices, a police liaison office and provision for the relocation of the existing library facility were also considered and included in the brief.

Schedule of accommodation

The following uses and areas were agreed by the steering group as a brief for designing the design proposals.

Main Hall & Theatre

Hall	21 x 11	231
Stage	7 x 10	70
Backstage	3 x 11	33
Storage		60
Total		394

Event Rooms

Event room 1	8 x 11	88
Event room 2	9 x 12	108
Library	9 x 9	81
Retirement	8 x 9	72
Club Room	8 x 11	88
Total		437

Circulation, Services & Support

Foyer/reception		120
Kitchen		50
WCs		50
Plant		50
Clerk	4 x 12	48
Meeting	5 x 6	30
Medical	4 x 9	36
Police	4 x 4	16
Total		400

TOTAL 1,231m²

3.2 design process

analysis

the context

The village structure (fig. 2) is defined by the built footprint which is concentrated within a strip running between the A259 and the coast. To the east and west of this strip are remaining open areas of land that provide a sense of separation between Goring by Sea to the east and East Preston to the west.

The London Victoria to Littlehampton rail line operated by Southern Rail runs east west through the village (1) parallel to, and some 400m to the south of the A259. The two parts of the village are inked by a level crossing point (2) on Ferring Street that is controlled by an automatic barrier. The village centre (3) is just to the south of the railway line focussed on the shops and businesses, village hall and village green (4) clustered around Ferring Street.

There are two further green spaces that lie within the site context; the Glebelands Recreation Ground (5) which is just to the south of the Village Green, and the Little Twitten Recreation Ground (6) a little further south.

The site (7) is located on the western side of Greystoke Road next to the Glebelands Recreation Ground, approximately 200m south of the existing village hall and shops, and 150m south of the village green.

The local context (9) is predominantly residential, although the more immediate surrounds (8) include a more varied mix of building types and scale.

summary

The site is well located, close to the existing village core and accessible. It is also close to the village green and next to the recreation ground, giving it an open green outlook and the potential to support and benefit from the activities and use of these areas.

The scale and use of the buildings in the immediate surrounds is more mixed than the wider residential setting, making this location suitable for a non-residential use such as a community facility.

In summary, the redevelopment of this site for a new community facility has the potential to be part of, and make a positive contribution to the structure and vitality of the village core.



fig. 3: site context

3.2 design process

analysis

the site

Although the context is predominantly residential, there are larger scale structures within the immediate site context including St Andrews church and the residential care home to the south, the library (1*) opposite the site and the Baptist Church (2*) adjacent to the southern boundary.

The setting is characterised by a number of established landscape features including individual trees, groups of trees and planted boundaries that provide some enclosure to the site and protect the residential amenity of the existing houses.

The northern boundary adjoins residential back gardens and includes a belt of mature trees (3*) that extends into the recreation ground. The eastern boundary overlooking Greystoke Road faces a continuous back garden fence line that includes a number of trees and shrubs (4*) providing a screen to the back gardens of properties off Ferring Street. The southern boundary abuts the car parking area (5*) to the Ferring Baptist Church and is defined by a continuous 2m high hedge line.

The western boundary adjoins the Glebelands Recreation Ground (6*) which is the largest public open space within the village. The recreation ground includes football pitches and tennis courts and is enclosed by built development, which is mostly residential, apart from an open boundary to Rife Way along its northern edge.

Arun District Council owns the recreation ground and it is leased to the local football club. The recreation ground includes a single storey changing pavilion (7*) that sits on the eastern edge of adjacent to the site for the proposed community centre.

There is an existing building on the site (8*), the Ferring Retirement Club which is a single storey brick building, occupying the southern part of the site. The northern part of the site is used as a parking area which is served by an existing vehicle access off Greystoke Road.

The site is relatively flat and within a Zone 1 flood risk area. The HER record confirms that the site is not within a conservation area and that there are no other designations that might affect development. The trees on the site are not subject to TPO's.

summary

The existing building is not suitable for conversion or extension to provide the new facilities. The project will require the demolition of the existing building and redevelopment of the site.

A building for community use as envisaged by the brief would not be out of keeping with the scale and character of the existing context, although any proposals will need to take account of the existing residential amenity of its neighbours.

There are landscape features within the site and that are part of its context which any proposals should seek to protect and integrate where possible to contribute to the setting and protect amenity.

The open aspect and relationship to recreation ground provides opportunities for views, access and external space and should be considered as part of the development of any design proposals.

There is an existing vehicular access to the site and there are no known technical constraints that would prevent the redevelopment of the site to provide the facility set out in the brief.

(*) - see figure 10 overleaf



fig. 4: ferring library



fig. 5: ferring baptist church



fig. 6: existing mature tree line

3.2 design process



fig. 7: trees and hedgerow on greystoke road



fig. 8: glebelands recreation ground



fig. 9: ferring glebelands and retirement clubs



fig. 10: the site

3.2 design process

analysis

constraints

A constraints plan, adjacent, summarises the key design issues that the development of the site will need to address. The design issues relate mostly to the physical features and setting of the site.

The residential amenity of the existing houses and back gardens (1*) along the northern boundary are to be protected.

The existing tree belt (2*) along the northern boundary of the site is to be retained where possible and included in the landscape proposals for the site to provide screening and enhance the setting of the proposals.

The design proposals should take account of the existing landscape screen (3*) opposite the site along Greystoke Road to enhance the setting of the proposals.

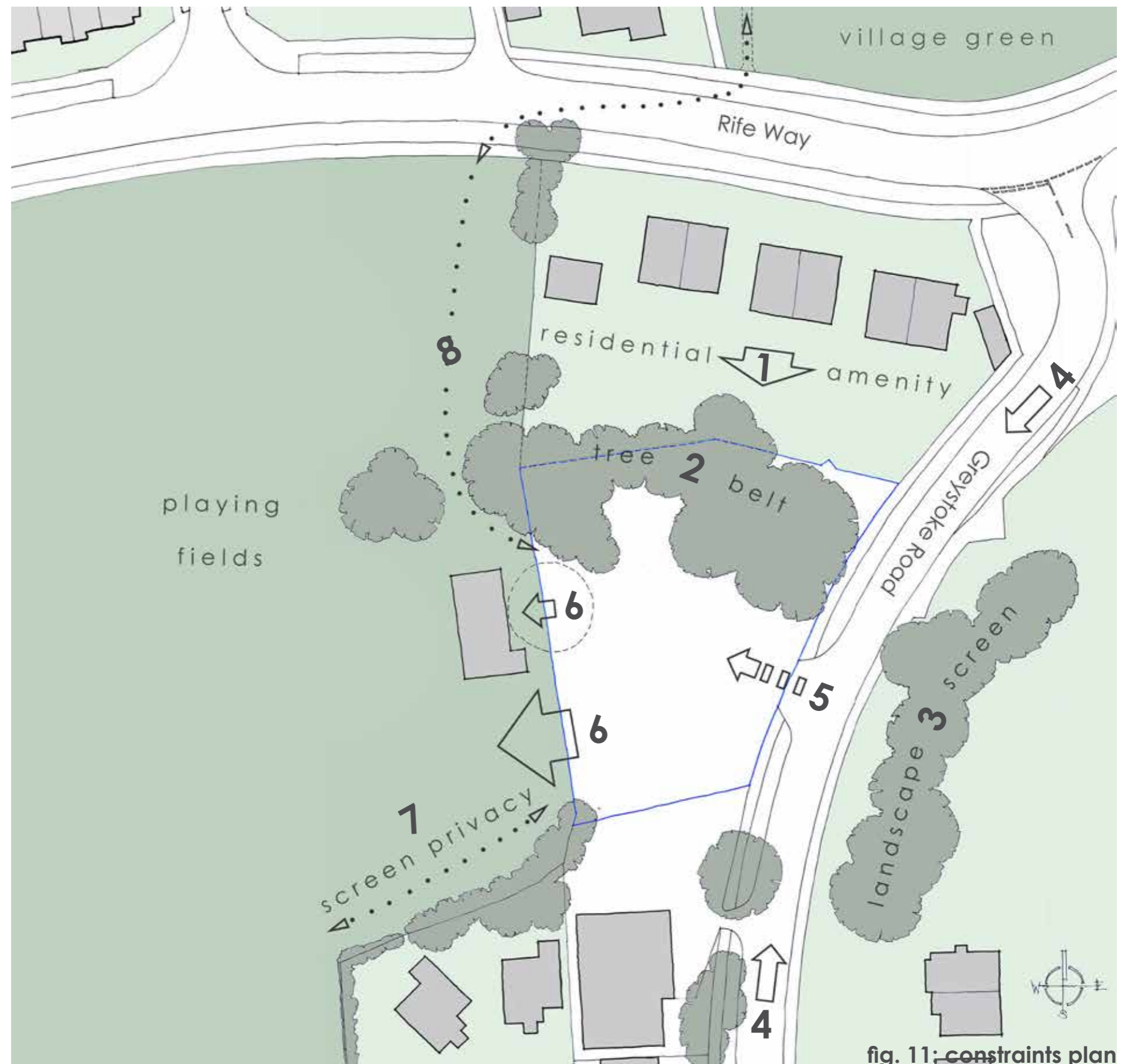
The main vehicular and pedestrian approach along Greystoke Road (4*) will need to take account of presence and visibility from the north and the south.

Vehicle access (5*) will be from Greystoke Road.

The building layout and external spaces will need to take account of open views and the existing pavilion (6*).

The privacy of the existing houses along the southern boundary of the recreation ground (7*) is to be maintained.

Pedestrian access (8*) from recreation ground and village green is to be integrated where possible.



(*) - see figure 11

fig. 11: constraints plan

3.2 design process

site concept

Based on the brief, the analysis and the work carried out with the steering group, a development framework was agreed and a number of different building layout options tested. The development framework establishes the following:

1. Residential boundary: to maintain separation from the existing residential back gardens along the northern boundary of the site, the building footprint will be set back.
2. Landscape screen: to maintain privacy, screen views and overlooking between the site and the existing residential back gardens along the northern boundary of the site, parts of the existing tree belt will be retained and reinforced with additional planting.
3. Building location: the building will be located towards the south western part of the site to maintain separation from the residential boundary and allow retention of parts of the existing tree screen.
4. Building footprint: the building footprint will be aligned with the western boundary of the site leave space adjacent to Greystoke Road for access, parking and a drop off point.
5. Building scale: To accommodate the building area within the proposed footprint limits will require a two storey building form.
6. Presence: The building will have two principle elevations, one facing onto Greystoke Road and the other onto the recreation ground.
7. Entrance: The main entrance will be from Greystoke Road and the elevation will be designed to create a focal point when approached from the north and the south.
8. Views: The layout will be designed to benefit from views across the recreation ground.
9. External space: The layout will be designed to accommodate external space overlooking the recreation ground.
10. Parking: a parking area will be provided adjacent to the main building entrance to meet disabled and staff needs, with a further controlled parking area with a controlled access off Rife Way on the northern part of the recreation ground to serve the building and the users of the playing fields. Secure cycle parking will also be provided.



fig. 12: site concept

3.2 design process

building concept

The spatial requirements set out in the brief with the steering group give an overall gross internal floor area of around 1,300m² which can be broken down into three similarly sized elements each of around 400m² each:

1. A Theatre with stage, backstage and storage areas.
2. Event Rooms to accommodate existing and future clubs and activities.
3. Circulation, services & support functions including the foyer/reception, kitchen, WCs, plant and meeting rooms. On top of this there will be a 'fit factor' to take account of the building form, layout and circulation, which will affect the final size of the building.

Each of the three elements has different spatial requirements. The Theatre is the largest space and requires greatest headroom, whilst the Event Rooms require flexibility to accommodate a range of existing and future activities. The Circulation, Services & Support functions will need to be planned efficiently to serve both the Theatre and Event Rooms and help create character & event that will make the building attractive to use and hire for a variety of functions.

As the main volume within the building, the Theatre will host the larger scale events for the community and as such it will be the equivalent to the traditional 'village hall'. Many of these events, such as film, theatre, meetings and so on will be internally focussed with limited connection to the outside. The roof form of this space will be important both in creating an attractive internal world and to give the building a recognisable presence.

The other function rooms have been grouped into a two storey 'Wing'. These spaces will provide for a number of the existing clubs, functions and activities including the Retirement Club, Dance, Art, Keep Fit, WI and Dog Training. The wing will also be planned to accommodate a library, visiting medical services, parish clerk's office and police point. Short and long term flexibility will be important.

The circulation, services and support functions will be used to link the other two spaces together and provide architectural event. The layout will aim to minimise circulation, or make it part of a functional space such as the foyer.

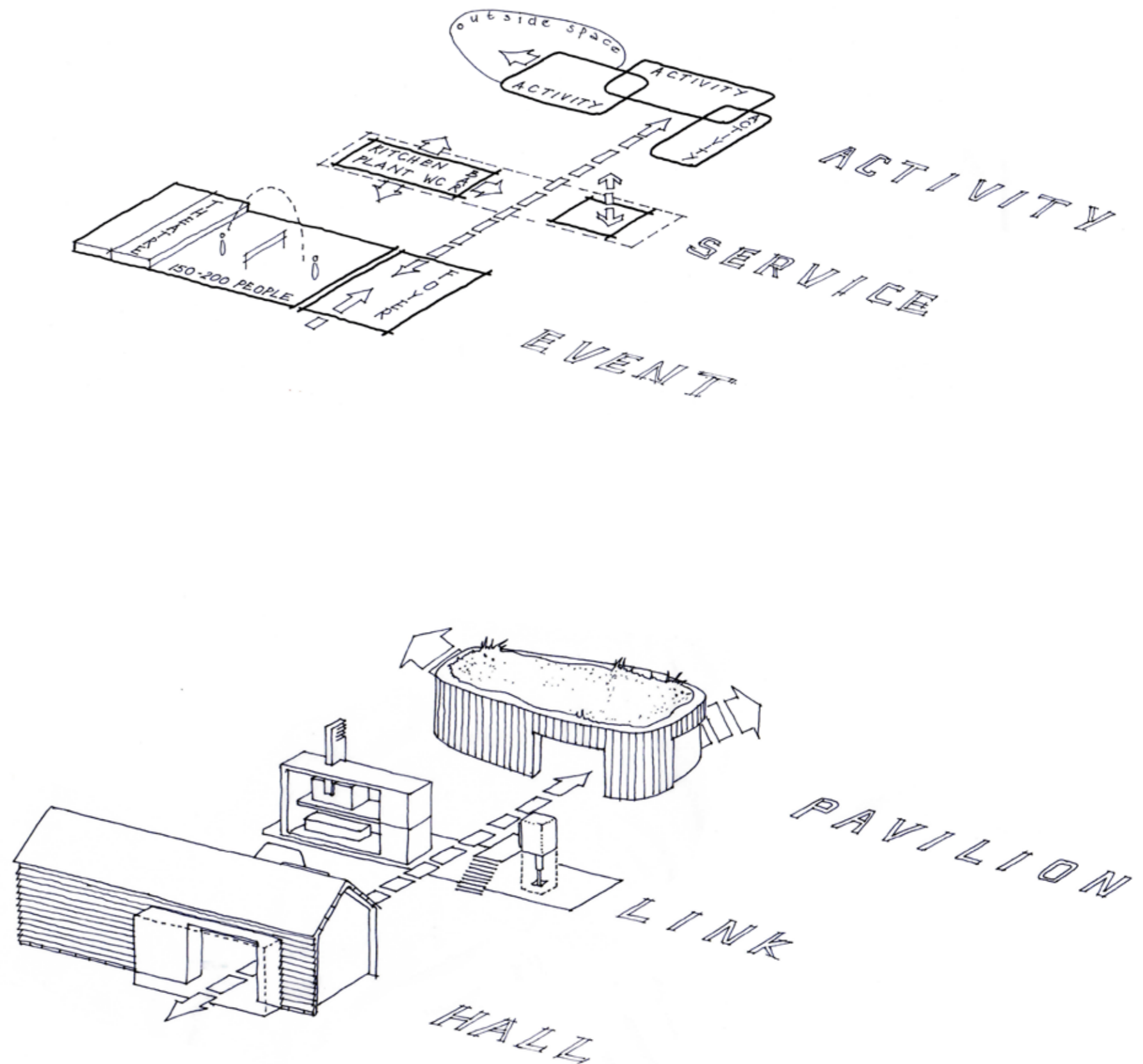


fig. 13: building concept

3.2 design process

design development

A number of layout options were considered to test how the building concept elements might be arranged on the site to respond to the constraints of the site and create presence:

Option A

Option A places both the Hall and the Wing parallel to the western boundary with the Wing overlooking the playing fields. The foyer forms part of the Hall leading to a glazed circulation link.

Option B

Option B rotates the Hall through 90° parallel to the northern boundary. The Wing plan has become square to take up the geometry of the site and the link between the Hall and Wing has become more extensive forming the entrance and foyer.

Option C

Option C is based on a combination of Options A and B with a shaped wing to take up the geometry of the site and the foyer forming part of the Hall with a more extensive glazed circulation link. This layout includes a second entrance from the playing field parking area.

Option D

Option D is similar to Option A with the Hall and the Wing parallel to the western boundary, but with the Hall overlooking the playing fields instead of the Wing. The foyer forms part of the Wing acting as a circulation space and spill out area for the Hall, and providing the circulation to the upper level.

Summary

Option D was the preferred option as it provides a combination of; a compact plan, the opportunity to open up the life of the building to Greystoke Road, an entrance and façade with presence on Greystoke Road and a Hall that opens onto the playing fields. This option has been worked up in more detail as a basis for this Order and is shown in more detail in the following section.

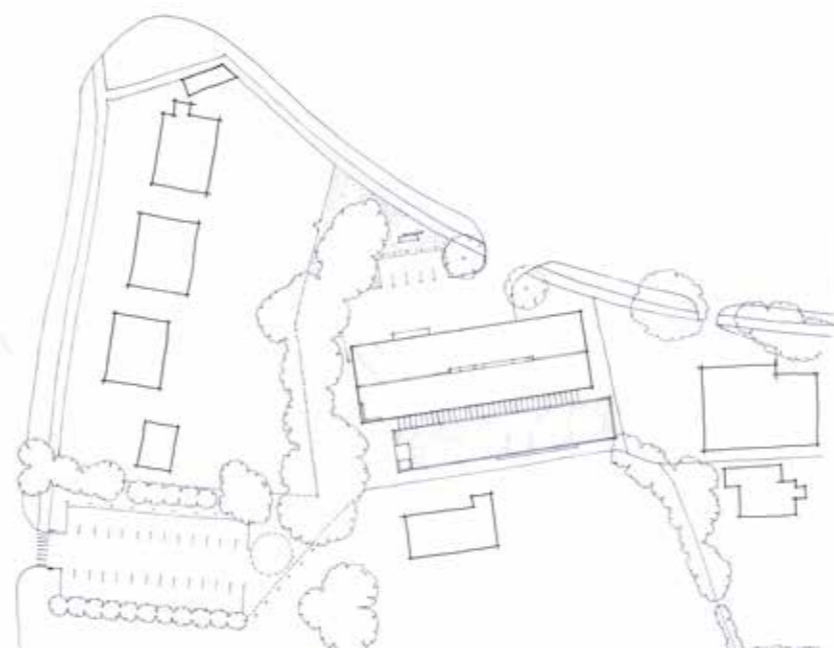


fig. 14: Option A

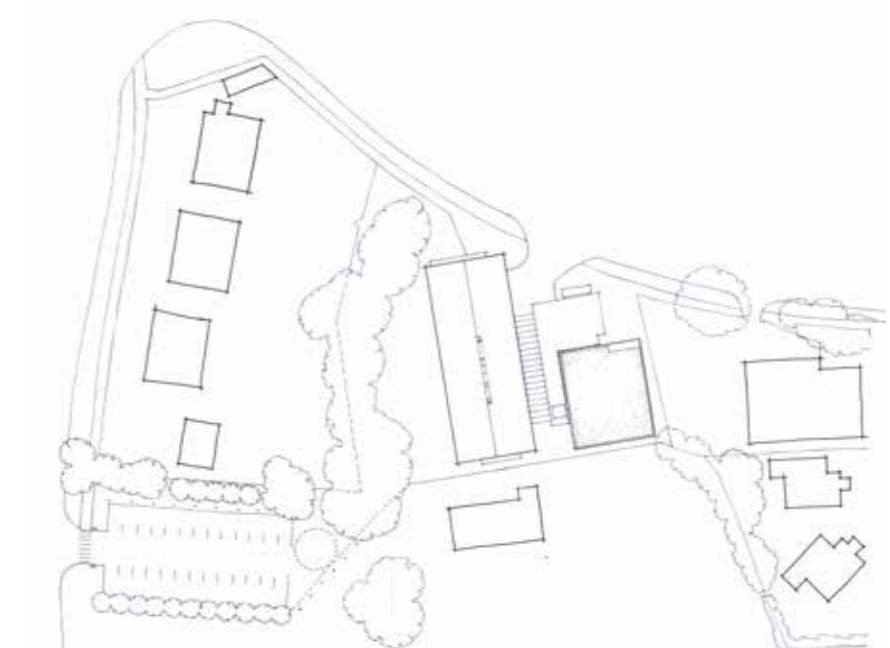


fig. 15: Option B



fig. 16: Option C



fig. 17: Option D

3.3 project proposals

a new community hall on Greystoke Road

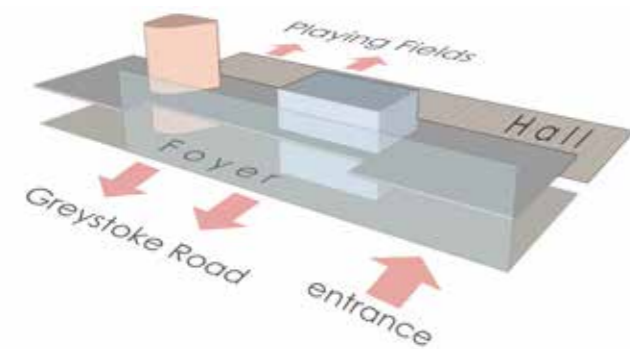
concept 1

The building is planned around two spaces; a hall overlooking the playing fields, and a two storey wing overlooking Greystoke Road. The two storey wing will provide flexible space for clubs and activities. The hall will provide space for larger scale events and activities with capacity for 150 – 200 people and opening onto the playing fields.



concept 2

The foyer forms the hub to these activities. It has an open plan layout and sits behind a glass wall making its life and activities visible from the street. A main stair, lift, reception and services are arranged as two 'pods' within the foyer, to help keep the space flexible and fluid and provide architectural interest. The upper floor is set back creating a void that connects the two spaces, encouraging activities to flow between them and bringing daylight deeper into the plan.



The illustration above is a site plan of the proposal showing:

- | | |
|-----------------------|---------------------------|
| 1. Entrance | 6. Parking |
| 2. Foyer | 7. Visitor parking |
| 3. Hall | 8. Pedestrian link |
| 4. Terrace | 9. Emergency access |
| 5. Existing pavillion | 10. Junior football pitch |

NOTE:

On site parking will be provided for disabled users and staff, shown as (7) on the plan. An additional area for parking is also being considered with access from Rife Way, shown as (8) on the plan. This will provide for up to 36 spaces without affecting the sports uses. Access to this parking area would be controlled.

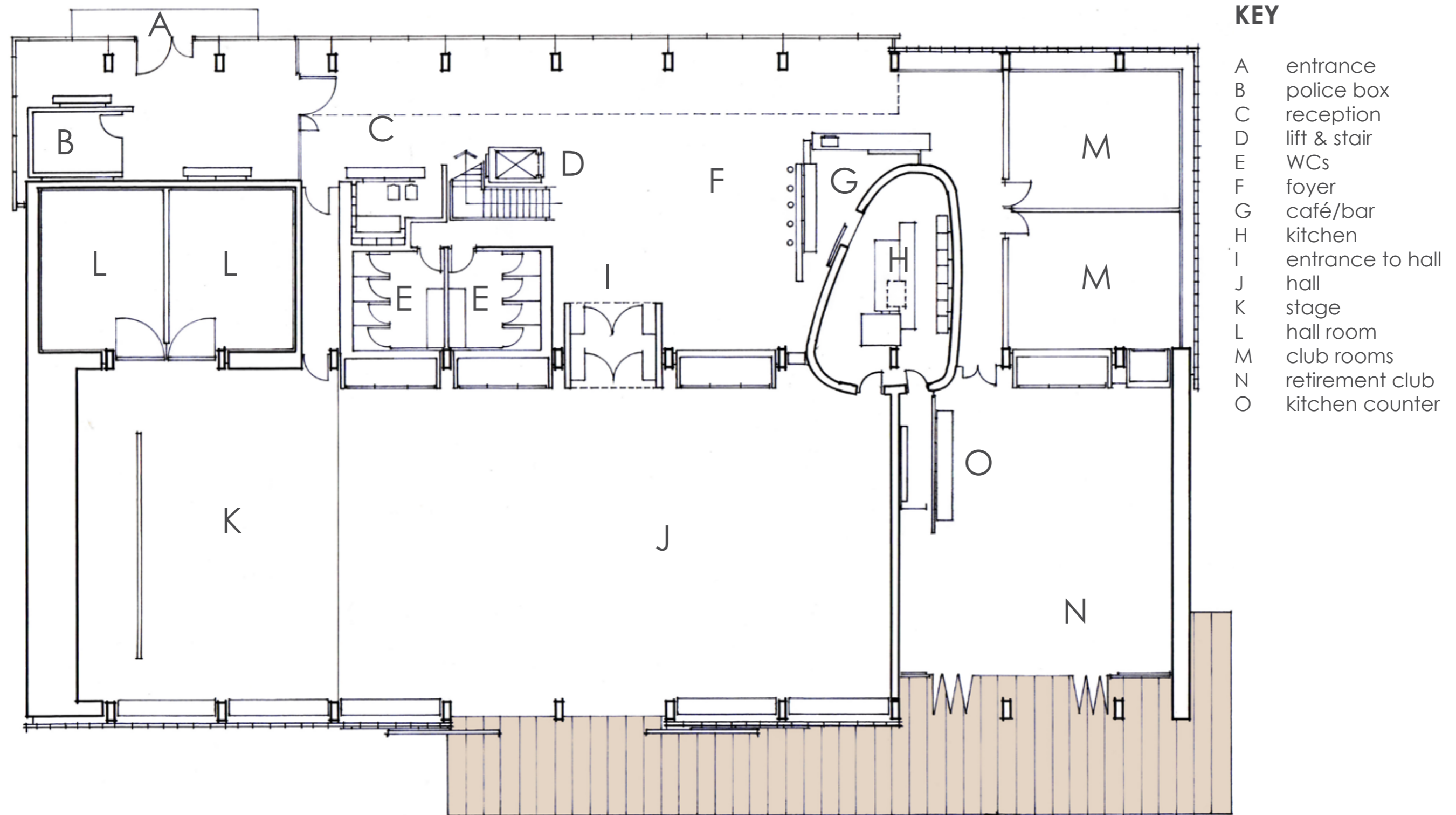
3.3 project proposals



Site Plan

Roof plan showing the wing with a planted roof facing onto Greystoke Road. In the space between the building and the road, parking for staff and disabled with a drop off point. Two points of access to allow for less obstructive drop off at the entrance. Parking area along the eastern edge of the playing fields with a drop off and pedestrian link to the main entrance. The hall with a terrace along its southern part overlooking the playing fields.

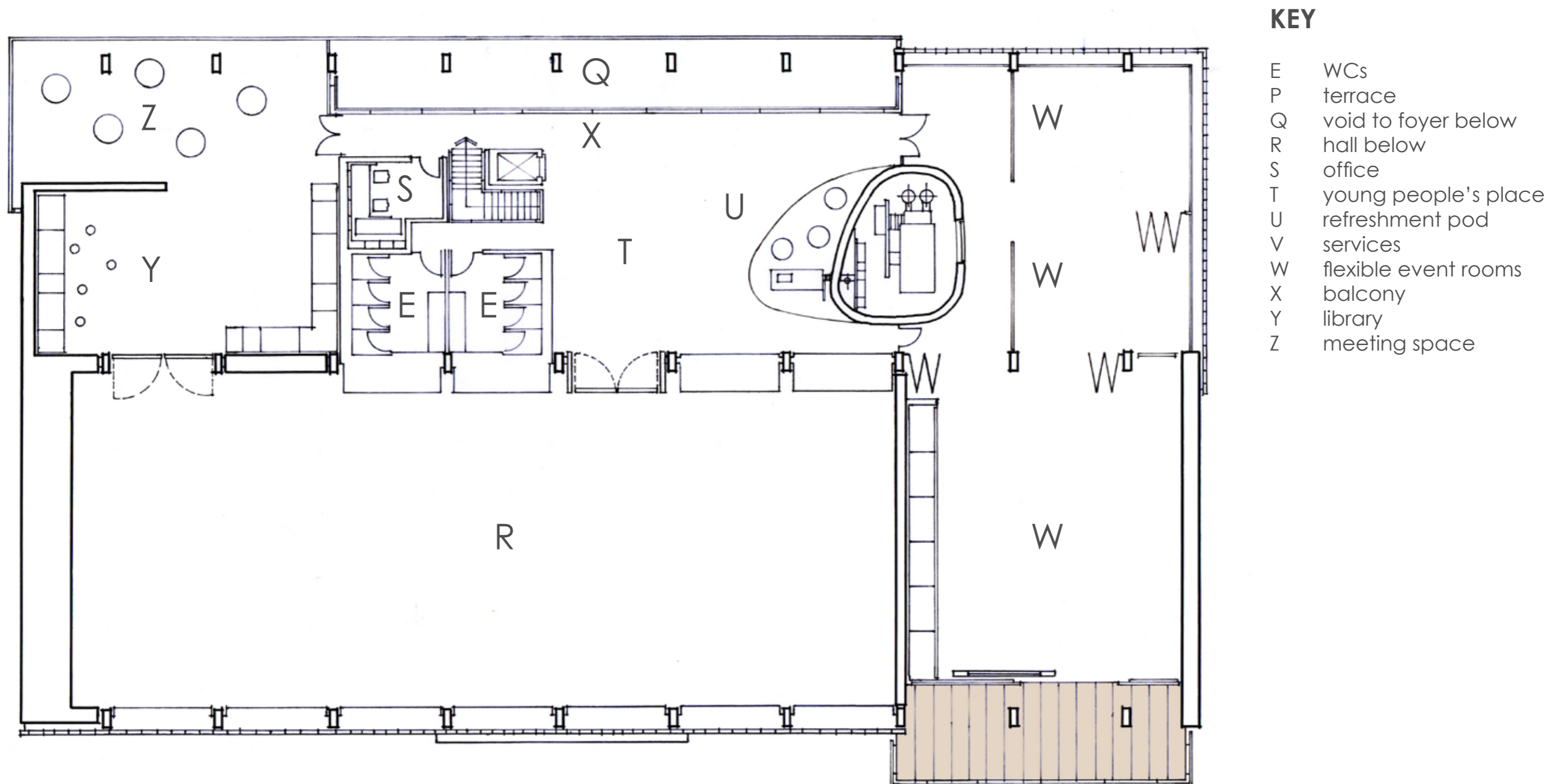
3.3 project proposals



Ground Floor Plan

The plan organised around two objects that are located to serve a mix of functions and to animate the spaces. The stair, lift and reception overlook the street, entrance and foyer and are used to provide a façade to the WC block. The pod contains the back of house kitchen functions and provides an architectural backdrop to the foyer and café/bar. The kitchen also serves the Retirement Club and the main Hall, both of which open onto a west facing terrace.

3.3 project proposals

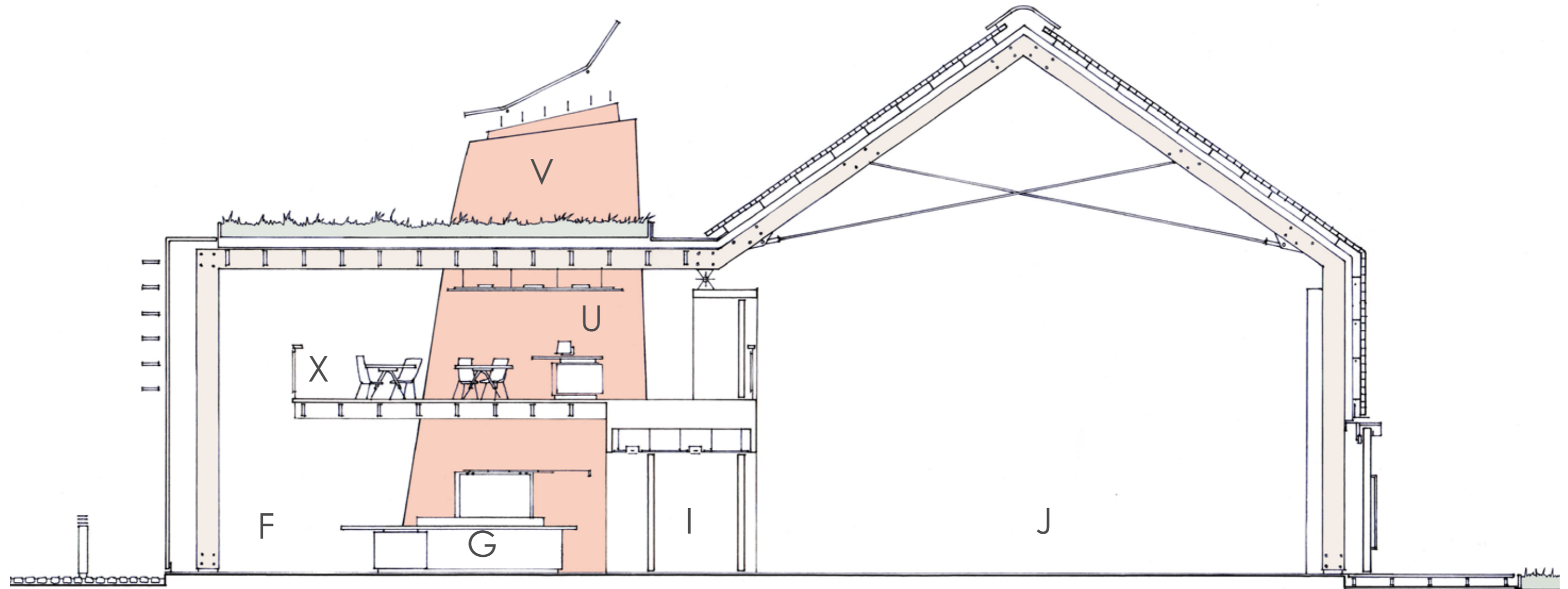


First Floor Pan

At first floor level the stair, lift and WC layout is repeated with the addition of an administration office, and the pod extends through the building providing a centrally located enclosure for services. The areas adjacent to the pod can thus have easy access to refreshments. Doors and balustrades between these areas and the main hall provide an opportunity for the upper levels to watch the activities within the hall.

At this level the floor is cut back above the foyer along the main façade to bring daylight into the plan create a visual connection between the two levels and to animated facade.

3.3 project proposals



KEY

F	foyer	I	entrance to hall	V	services
G	café/bar	J	hall	X	balcony
H	kitchen	U	refreshment pod		

3.3 project proposals



sketch view 1

The illustration above is a view looking towards the entrance of the new building from Greystoke Road. It shows the double height glass wall with the foyer space behind, and the upper floor set back creating a gallery. The gallery connects the library and meeting space which sits above the entrance and looks onto the street, with the activity rooms that sit at the other end of the building. Materials being considered include timber and tile cladding for the walls and a planted 'green' roof as shown in the building section drawing.

sketch view 2

The illustration above is a view of the interior of the building looking past the reception, across the foyer to the services pod that houses the kitchen and plant. The pod is located to provide flexible kitchen facilities to a number of spaces and activities, and designed as an architectural backdrop to the café/bar. On the first floor it will also help define the young people's space and provide it with a refreshment point. The pod will be used for natural ventilation and heat recovery to help reduce energy bills and carbon costs.



4.0 archaeology

As required under The Neighbourhood Planning (general) Regulations 2012, Regulation 22(1)(d), the following is an Archaeology Statement per Regulation 22(2)(a)(b)(c)

Historic Environment Record review

The Historic Environment Record (HER) for the neighbourhood area has been reviewed, per regulation 22(2)(a).

This review included the following documents published by West Sussex County Council:

121_HER_Data_Map
121_HER_Data_Report
121_Registered_Park_or_Garden_Map
121_Registered_Park_or_Garden_Report
121_Listed_Buildings_Map
121_Listed_Buildings_Report
121_Historic_Landscape_Characterisation_Time_Depth_Map
121_Historic_Landscape_Characterisation_Broad_Character_Type_Map
121_Historic_Landscape_Characterisation_Character_Type_Map
121_Historic_Landscape_Characterisation_Report
121_Scheduled_Monument_Map
121_Scheduled_Monument_Report

It was noted that the Archaeological Information within the HER records are contained within:

121_HER_Data_Map
121_HER_Data_Report

review findings

The 121 HER Data Map & Report provides records of 75 “monuments” within an approximate 1.5km radius of order site, perhaps half of which are within the Neighbourhood Area, Ferring Parish.

The above records fall broadly into two categories: a cluster associated with Highdown Hill, towards the north of the parish at c. 1km north of the order site, and the remainder which present a fairly even spread across the rest of the parish. Of this latter category the following are archaeological:

Roman: MWS...
3133 - Find - Pottery
3140 - Find - Cremation Urn
3141 - Find - Pottery

3151 - Find - Cremation Urn and Jug
3156 - Evidence
3158 - Find - 3 vessel fragments - C4 Pottery Pit
5562 - Find - Pottery Cremation Vessel
The record of this find notes that it is a sensitive area vis a vis Archaeology.

Bronze age: MWS...
3136 - Find - Palstave
3171 - Find - Burnt Mound & Bronze Age Hoard

Neolithic: MWS...
3131 - Find - Axehead
3160 - Find - Half flint axe

There are no records of findings within the site to which the submission order relates, the closest appears to be MWS3158, at approximately 250m south of it.

impacts on the order proposal

The records indicate widespread archaeological findings across the neighbourhood area, but the patterning of these does not suggest that the order site is archaeologically sensitive. At the same time the site of the order has been dug, through its use for, variously, allotments and agricultural storage and has thus been subject to disturbance.

Accordingly West Sussex County Council Archaeology Team, to whom the parish were referred by English Heritage, considers proposals “de minimis”, and require neither alteration to proposals nor their conditioning.

5.0 heritage

5.0 heritage assets

The proposals site neither affects a listed building nor the setting for a listed building, none being within sight of the site.

The proposals site is north and north west of, and close to, the boundary to the Historic Core of Ferring, a conservation area, and is separated from it by Greystoke Road to the east, and a distance of some c.100m to the south.

5.1 Ferring Historic Core

The historic core of Ferring is referenced in the Historic Environment Report: HLCUID reference HWS24152, and as follows: as a hamlet, a manor site, of period "early medieval/dark age - 410AD to 1065 AD, fully described as West Ferring AD 765 'Feringas' BCS 198 [EPN] Church of St Andrew C13.

5.2 English Heritage

The proposals site is not within the conservation area and as such English Heritage are only consulted through the statutory process where either

- development which affects the character or appearance of a conservation area and which involves the erection of a new building or the extension of an existing building where the area of land in respect of which the application is made is more than 1,000 square metres;
- the material change of use of any building where the area of land in respect of which the application is made is more than 1,000 square metres or
- the construction of any building more than 20 metres in height above ground level.

Of these criteria the latter two do not apply:

- there is no material change of use on the site, which is a community centre both now and as proposed.
- The construction will be two storey and will not be over 20m in height.

The third criteria may apply if the proposals affect the character or appearance of a conservation area.

5.3 The Character and Setting of the Conservation Area at its boundary on Greystoke Road opposite the proposals site

The boundary to the conservation area opposite the proposals site comprises the well vegetated back gardens of houses within and bounding the conservation area, set within a mixture of modern brick and timber fenced boundaries (see figure 7 in the Design Statement above).

From within the conservation area the proposals site is not visible excepting on tip toe over the abovementioned fences.

The approach to the conservation area is given character partly by the abovementioned substantive soft landscaping, and this is in turn contributed to, in some small measure, by the vegetated setting of the existing Glebelands community centre and its set back from the street boundaryline (see figures 6 & 9 above).

5.4 Proposals Response

The plan form of the proposals, though of larger footprint, substantially echoes that of the existing buildings on the site.

The site constraints and concept plans, figures 11 and 12 in the design statement, illustrate the approach taken to soft landscape features and are reflective of the importance of achieving an acceptable balance between maintaining an appropriate landscape setting both for the proposed new building and for the conservation area, and the need for the proposed new community centre to be of a scale suitable to the needs and aspirations of the community.

The proposed new buildings will be a mix of high ceiling single storey and two storey accommodation, set back from street boundary, providing an opportunity for new planting between street and building, and featuring a street facade topped by green roofing.

It is expected that the scale of the building and the street elevation itself may varied from the illustrated scheme in response to the community developing its business plans for the centre. However the illustrated scheme provides an indication of an approach that provides an animated street facade amidst a landscape (see sketch view 1 above).

The approach taken suggest that such affects as the proposals may have on the character and appearance of the conservation area will be "de minimis," and formal consultation with English heritage would accordingly not appear to be appropriate. The parish seek confirmation that this is an

appropriate approach via an initial issue of draft proposals to English Heritage.