



Committee	Strategic Planning Committee
Date	12/01/2026
Subject	Halesworth Conservation Area Appraisal and Management Plan Adoption
Cabinet Member	Mark Packard
Report Author(s)	Elizabeth Martin Senior Design & Heritage Officer Elizabeth.martin@eastsoffolk.gov.uk
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Director	Nick Khan Strategic Director nick.khan@eastsoffolk.gov.uk

Key Decision?	Yes
Is the report Open or Exempt?	OPEN

Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not applicable
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Purpose/Summary

To consider proposals to adopt the Halesworth Conservation Area Appraisal and Management Plan 2026, including boundary changes.

Recommendation(s)

That Strategic Planning Committee:

1. Agrees the extensions to the Halesworth Conservation Area boundary, as shown on the map attached at Appendix B which includes the properties listed in the schedule attached at Appendix F.
2. Agrees the omissions to the Halesworth Conservation Area boundary as shown on the map attached at Appendix B and excludes the properties listed in the schedule attached at Appendix F.
3. Adopts the Halesworth Conservation Area Appraisal and Management Plan as attached at Appendix A.
4. That the Head of Planning and Building Control, in consultation with the Cabinet Member with responsibility for Planning and Coastal Management, be authorised to make any presentational or typographical amendments to the Halesworth Conservation Area Appraisal and Management Plan prior to it being published.

Strategic plan

How does this proposal support Our Direction 2028?

Environmental Impact	No impact
Sustainable Housing	No Impact
Tackling Inequalities	No Impact
Thriving Economy	The Halesworth Conservation Area Appraisal and Management Plan aims to preserve or enhance the attractive architectural and historic appearance of the area. Indirectly supporting Town Centre and Visitor Footfall and Visitor Economy Value.
Our Foundations / governance of the organisation	No Impact

Justification for recommendations

1. Background

- 1.1. Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 directs that every local authority shall, from time to time, review their existing Conservation Areas and determine whether any further parts of their area should be designated as Conservation Areas; and, if they so determine, they shall designate those parts accordingly.
- 1.2. Halesworth has one Conservation Area. First designated in 1970, it was amended and enlarged in 1979, 1997 and 2006. The existing appraisal was adopted in February 2006. It can be viewed at: [Halesworth-Conservation-Area-Character-Appraisal.pdf \(eastsuffolk.gov.uk\)](https://www.eastsuffolk.gov.uk/media/1000000/Halesworth-Conservation-Area-Character-Appraisal.pdf)
- 1.3. Due to the age of the current Conservation Area Appraisal it requires updating to reflect the current situation of the designated heritage asset. This is to ensure the document remains relevant in guiding decision making in the planning process. It is recommended in guidance by Historic England that such documents be revisited periodically and revised accordingly.
- 1.4. A review was commissioned by the Design & Heritage Team which was carried out in line with Historic England's guidance document: '[Conservation Area Appraisal, Designation and Management: Advice Note 1 \(Second Edition\)](#)' (2019).

2. Introduction

- 2.1. The Halesworth Conservation Area reappraisal and review was undertaken by consultants in 2024/25. This included the reappraisal of the existing Conservation Area to map and document its character and appearance in a new Conservation Area Appraisal and Management Plan (CAAMP) document.
- 2.2. A review of the existing boundary was undertaken to ascertain if additional areas warranted inclusion or areas within the designation should remain and a number of boundary changes were proposed.

3. Proposal

- 3.1. **Boundary Changes.** Consideration was given to whether additional areas were deemed to be of sufficient architectural or historic interest to be included within the designation. Areas within the designation were also assessed, to determine if they should remain. This process resulted in three areas for addition and one of omission being proposed. (See Map at Appendix B for locations).
- 3.2. Following the public consultation, an additional minor omission is also proposed to correct a boundary anomaly. (See Map at Appendix B for location).

3.3. **Additions** –areas identified for inclusion:

3.4. *London Road South* - A minor amendment to the boundary of No 30 to add a small outbuilding in the rear garden. This change removes this anomaly/mapping error, with no additional properties added to the designation.

3.5. *Old Brewery Yard* - Addition of the remains of an enclosed yard historically associated with the Grade II* 'Three Tuns' (Social Club) public house, (known as the Blackdog Antiques Centre). The area includes the 19th century cart shed and wall to the rear. These buildings and historic brewery yard's relation to the nearby Three Tuns enables an appreciation of the historic context of the Listed building. This adds the cart shed and Nos. 1-5 (consecutive) The Old Drill Hall, Old Brewery Yard to the designation.

3.6. *Quay Street – additional section of Holton Road* - The Conservation Area is proposed to be extended further south-east ward from Quay Street into Holton Road. The inclusion of these buildings in the Conservation Area is due to their inherent historic and architectural significance, group value, and their visual presence framing the principal eastern approach into Halesworth town centre. This results in the addition of 1-3 Hope Cottages, Bridge House and 1-6 (Cons) Holton Terrace.

Omissions – Areas identified for removal from the designation

3.7. *Section of Church Farm Lane* - Church Farm Lane extends west from the church of St Mary the Virgin. This short lane historically provided access to agricultural land to the west of Halesworth. The area includes two grade II listed buildings, 20 Church Farm and Church Farmhouse. Adjacent modern residential development has largely removed the former semi-rural character and agricultural setting of the listed buildings; as such the area is not considered to contribute to the overall character of the Conservation Area. This results in removal of No20 (Church House), No31 (Church Farmhouse) & No33 (Church Farm Bungalow) Church Farm Lane.

3.8. *No 1 Old Brewery Yard* - This was not proposed to be removed in the consultation document but is in response to comments received as part of the public consultation. The historic Conservation Area boundary line includes an area to the rear of the 'Three Tuns' (Social Club) public house, (known as the Blackdog Antiques Centre). The boundary was designated prior to the Brewery Yard development. The subsequent development has resulted in the anomaly of the boundary passing through part of the dwelling and garden area of No 1. This is not a practical situation in Conservation Area boundary terms and therefore, it is proposed to omit the modern dwelling of No 1 Old Brewery Yard in its entirety from the designation.

Halesworth Conservation Area Appraisal and Management Plan Document

3.9. The appraisal document has a concise text, accompanied by recent and historic maps, including map regression and historical investigation and is illustrated by recent and historic photographs.

- 3.10. The presentation and format of the document is designed to reflect that of the Council's most recently adopted Conservation Area Appraisals. The document has been limited to 160 pages (approx.) to ensure manageability of its size and accessibility.
- 3.11. The document is divided into eight sections as follows;
- 3.12. **Section 1** introduces the document and sets out its context within planning legislation and Planning Policy.
- 3.13. **Section 2** describes the location, setting and history of Halesworth.
- 3.14. **Section 3** is the main body of the document. The Conservation Area has been divided into 13 Character Areas, (see Character Areas Map - Appendix A). These are based on factors such as their built form, age, materials and layout etc. Each of these areas is described individually, defining the qualities of each section in detail, so its positive contribution is clearly understood. This also aids in the location of information on any particular area to be easily located.
- 3.15. Elements which contribute positively to each area are identified. These are detailed within the text and shown on the related character area maps and include items such as:
- important green/tree/open spaces,
 - unlisted buildings that make a positive contribution,
 - important walls and
 - important features (such as K6 kiosks, pumps, memorials, street furniture, historic surfaces and signage).
- 3.16. **Section 4** is the Assessment of Significance. This summarises the whole conservation area in respect to various elements, including: architecture, local detailing and materials, cultural associations, trees, landscape, open spaces, water courses and Heritage Assets.
- 3.17. **Section 5** Key views. Important views of local landmark buildings or areas of particular visual interest have been identified and are set out in the table and accompanying map.
- 3.18. **Section 6** Conservation Area amendments. This gives information as to the most recent boundary amendments, together with others since its original designation in 1970.
- 3.19. **Section 7** Management Plan. The main threats to the character and appearance of the Conservation Area, are identified. A number of specific management proposals to minimise negative changes together with suggested enhancements that could be made are set out.
- 3.20. **Section 8** Bibliography.

Consultations

- 3.21. Halesworth Town Council. An initial meeting was held with Halesworth Town Councillors to discuss the reappraisal of the Conservation Area on 27th September 2024.
- 3.22. Local Plan Working Group. The Draft Conservation Area Appraisal and Management Plan was considered by the Local Plan Working Group at its meeting on 12th June 2025.

- 3.23. Public Consultation. The public consultation ran from 19th June to the 7th August 2025. Letters were sent to all owners/occupiers within the Conservation Area, including those in areas proposed to be added and omitted. The consultation was advertised on the Council's web site and social media feed. Copies of the draft document were available to view via the Council's website, with hard copies placed in the Halesworth Library and provided by post, if requested. A public meeting was held on 17th July 2025 in the Rifle Hall, Halesworth with members of the Design & Heritage Team and Planning Team in attendance to discuss the proposals directly with attendees. (The Draft Halesworth Conservation Area Appraisal and Management Plan as consultation on is attached at Appendix C).
- 3.24. Other consultees included the Halesworth Town Council, Suffolk County Council Archaeology, Suffolk Preservation Society, Historic England and Halesworth and District Museum and were contacted directly by email.

Feedback

- 3.25. Comments were made via an electronic form on the Council's web site, email to Heritage@eastssuffolk.gov.uk and by post to Design & Heritage Team, Riverside, 4 Canning Road, Lowestoft, NR33 0EQ.
- 3.26. Following the closure of the consultation period, all the comments received were collated and reviewed.
- 3.27. 21No comments were received from 18No members of the public (with multiple comments only counted singularly in their support or objection). Of those responding 7No were in support with 6No objecting to the proposals in the Conservation Area appraisal mainly in respect to extensions and omissions to the boundary. 5No comments received suggested corrections or made observations of detail of the content or text, where no preference in support or objection was expressed. Where suggested alterations in respect to the detailed content of the document are valid, they have been incorporated into the final version.
- 3.28. Responses were received from the Town Council, Suffolk County Council Archaeological Service, Historic England and the Suffolk Preservation Society, all of which were positive and supported the production of the Conservation Area Appraisal and Management Plan. Some suggesting alterations, in respect to the detailed content of the document. Where considered valid these have been incorporated into the final version.

Assessment of comments received

- 3.29. All the feedback received was collected, reviewed and actioned as deemed appropriate. See Appendix D for summary.
- 3.30. Following consideration to the feedback received, Officers judged the designation of the proposed extensions to the Conservation Area have historic interest which it is considered desirable to preserve and enhance. The CAAMP amply demonstrates the special architectural or historic interest of these areas. Conversely, the areas proposed for omission are considered to no longer meet the necessary criteria.

- 3.31. Officers judged the proposed boundary changes, and the Conservation Area Appraisal and Management Plan document have gained adequate public support (subject to minor changes to the text and mapping) for their designation/adoption to be recommended.

Consequences of designation

- 3.32. The principal consequences on properties within the Conservation Area, are as follows:
- 3.33. For properties within the existing Conservation Area and which remain within, it will retain the planning restrictions already placed on them by the designation. Therefore, there will be no change for the vast majority of the properties in the Conservation Area in this respect (610 No addresses approx.).
- 3.34. Should the Conservation Area be extended, 14No dwelling houses will be affected by being subject to stricter planning controls placed on them by the designation.
- 3.35. This includes different limits to what works can be carried out without planning permission, e.g. in respect to extensions to side elevations, satellite dishes, out-buildings, rendering, re-cladding and additions or alterations to a roof, demolition of buildings, renewable energy installations and tree works. These are set out in more detail in Appendix E.
- 3.36. It should be noted that 6No of the dwellings proposed to be added to the Conservation Area are also Listed buildings. Additional planning permission requirements in relation to Listing apply.

National and local planning policies

- 3.37. A Conservation Area is a designated heritage asset and, as such, great weight is given by the National Planning Policy Framework (NPPF) to its conservation when considering the impact of development proposals on its significance (paragraph 212).
- 3.38. The NPPF states at paragraph 219 that planning authorities should look for opportunities for new development within Conservation Areas and their setting to better reveal their significance. This is akin to the statutory requirement in the Planning (Listed Buildings and Conservation Areas) Act 1990 at section 72(1) for development applications to be judged whether they preserve or enhance the character or appearance of a Conservation Area. Conservation Area designation sets a test for good design which does not preclude development (they are not Preservation Areas).
- 3.39. The NPPF acknowledges at paragraph 220 that not all elements of a Conservation Area will necessarily contribute to its significance. It further states that the '*loss of a building which makes a positive contribution to the significance of the Conservation Area... should be treated either as substantial harm or less than substantial harm*'. Therefore, the buildings identified as positive unlisted buildings will be protected by national planning policy. Identification of them is aimed at ensuring that planners, owners and agents are aware of the building's positive contribution.
- 3.40. The proposed Conservation Area extensions will be subject to the provisions of the Waveney Local Plan Policy WLP8.39 (Page 274). This, in addition to the policies within the Halesworth Neighbourhood Plan, made 22 February 2023.

3.41. **Article 4 direction**

- 3.42. An Article 4(2) direction (confirmed in August 2006) covers the whole of the current Conservation Area boundary. This restricts some householder permitted development rights. This matter is independent to the Conservation Area appraisal and boundary review. Therefore, the additional areas proposed to be included in the Conservation Area will not be covered by this direction. Areas proposed to be removed from the Conservation Area will remain within the Article 4(2) direction. A review of the extent of the existing Article 4 direction is planned for 2026/27. The findings of which will shape any future proposals in respect to this matter.

4. **Financial Implications**

- 4.1. The cost of the Conservation Area's review, including production of the Appraisal and Management Plan, Public Consultation, together with cost adoption, requiring advertising in the London Gazette and local newspaper, letters to all premises within and removed from the area, are/will be covered by the existing budget of the Specialist Services Team.
- 4.2. Special publicity must be given to planning applications for development in the area, Applications received for development to properties falling within the extensions to the Conservation Area will require additional advertising/costs.

5. **Legal Implications**

- 5.1. Section 69 of the Planning (Listed Building and Conservation Areas) Act 1990 requires Local Planning Authorities (LPAs) shall from time to time determine which parts of their area are areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance, and shall designate those areas as conservation areas.
- 5.2. Section 69(2) and 70(1) goes on to place a continuing duty on LPAs to consider whether they should designate new conservation areas or extend existing ones.
- 5.3. Section 71 of the act requires LPAs to formulate and publish proposals for the preservation and enhancement of conservation areas.
- 5.4. The adoption of a relevant conservation area character appraisal is essential in providing an understanding in what the council is seeking to conserve. The management plan sets out the proposals for the conservation area.
- 5.5. Adoption would serve to meet policy 8.228 of the Waveney Local Plan, which states "All of the above Conservation Areas have had Conservation Area Appraisals and Management Plans prepared. These are updated regularly and provide an overview, of the character, significance and management of the conservation areas." (Page 273).

6. **Risk Implications**

- 6.1. The adoption of the Halesworth Conservation Area Appraisal and the Management Plan would result in the Council meeting in the legal obligations as set out above.
- 6.2. Rejecting this document, may result in the Council failing to meet these obligations.
- 6.3. The risk of not having a relevant Conservation Area Appraisal and Management Plan may result in the Conservation Area not being enhanced or preserved, due to the assessment of its significance being out of date thus inadequate support for the decision-making in the development management process.

7. Options

- 7.1. Agree the report recommendations for adoption of the Halesworth Conservation Area Appraisal and Management Plan, which includes boundary changes for the designation of areas of extensions and the removal of areas of omission; or, alternatively, not to agree them and potentially fail to meet the statutory requirement of the council to, from time to time, review its area and determine whether any further parts of its area should be designated as Conservation Areas; and, if it so determines, to designate those parts accordingly.

8. Recommendations

- 8.1. That the Strategic Planning Committee agrees the extensions to the Halesworth Conservation Area boundary, as shown on the map attached at Appendix B which includes the properties listed in the schedule attached at Appendix F.
- 8.2. That the Strategic Planning Committee agrees the omissions to the Halesworth Conservation Area boundary as shown on the map attached at Appendix B and excludes the properties listed in the schedule attached at Appendix F.
- 8.3. That the Strategic Planning Committee agrees the adoption of the Halesworth Conservation Area Appraisal and Management Plan, as attached at Appendix A.
- 8.4. That the Head of Planning and Building Control, in consultation with the cabinet member for Planning and Coastal Management, be authorised to make any presentational or typographical amendments to the Halesworth Conservation Area Appraisal and Management Plan prior to publication.

9. Reasons for Recommendations

- 9.1. The adoption of the Halesworth Conservation Area Appraisal and Management plan, including boundary changes is recommended as:
- 9.2. Under Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990, East Suffolk Council has a statutory duty to draw up and publish proposals for the preservation and enhancement of Conservation Areas in its district from time to time.
- 9.3. Officers judge that the public consultation exercise undertaken has demonstrated

that, amongst those who responded, there is a majority, in support of the proposals.

- 9.4. Officers judge the proposed extensions are appropriate for designation and meet the requirements when considering the designation of Conservation Areas. The extensions have been assessed and are deemed to have such interest which is considered desirable to preserve and enhance. The CAAMP amply demonstrates the special architectural or historic interest of these areas.

10. Conclusions/Next Steps

- 10.1. Should the Strategic Planning Committee agree the recommendations of this report, the designation date of the adoption of the Halesworth Conservation Area boundary changes and Halesworth Conservation Area Appraisal and Management Plan, will be Wednesday 28th January 2026. It is necessary for the Strategic Planning Committee's decision to come into effect at a later date to permit time - without prejudging the Committee's decisions – to publish all necessary statutory notices and advertising, and to write to all affected owners/occupiers. Please see below.

- 10.2. At the designation of the extensions to the existing Conservation Areas, the following statutory notifications will take place:

- The new designations will be advertised in The London Gazette;
- The new designations will be advertised in at least one local newspaper;
- The Secretary of State will be notified;
- Historic England will be notified; and
- The inclusion of a building in a Conservation Area as a 'Planning Charge' and all properties within the extensions to the Conservation Areas will be included in Part 3 of the Local Land Charges Register.

- 10.3. The following non-statutory notifications will take place:

- All property owners/occupiers and landowners within the Conservation Area will receive a letter advising of the designation;
- All property owners/occupiers and landowners being removed from the Conservation Areas will receive a letter advising of the change affecting the property;
- The Town and Parish Councils and Ward Members will be informed;
- Public utilities, local estate agents, surveyors, architects, builders and tree surgeons will be informed as far as reasonable;
- Other relevant departments within the Council will be informed; and
- The CAAMP will be available to download from the Conservation Areas pages of the Council's website.

- 10.4. A review of the Article 4 direction which covers the current Halesworth Conservation Area boundary is programmed to be conducted in 2026/27.

Areas of consideration comments

Section 151 Officer comments:

The Section 151 Officer has no additional comments.

Monitoring Officer comments:

The Monitoring Officer has been consulted on this report and has no additional comments.
Equality, Diversity and Inclusion/EQIA: N/A
Safeguarding: N/A
Crime and Disorder: N/A
Corporate Services implications: Web Team and GIS office, Planning Policy Technical Officers have provided assistance.
Residents and Businesses consultation/consideration: Details of the consultation/consideration with residents and/or businesses as part of formulating the proposals has been set out in detail in Section 3.23 above.

Appendices:

Appendix A	Halesworth Conservation Area Appraisal (with Management Plan).
Appendix B	Map of the Proposed Halesworth Conservation Area Boundary.
Appendix C	Consultation/Draft Halesworth Conservation Area Appraisal (with Management Plan)
Appendix D	Summary of Responses from Public Consultation/Council Response/Action
Appendix E	Summary of permitted development rights in a Conservation Area
Appendix F	Schedule of Properties for inclusion in the extended Conservation Area and those to be removed from the Conservation Area

Background reference papers:

Date	Type	Available From
Feb 2006	Existing Halesworth Conservation Area Appraisal	Halesworth-Conservation-Area-Character-Appraisal.pdf
1990	Planning (Listed Building and Conservation Areas) Act 1990	Planning (Listed Buildings and Conservation Areas) Act 1990 (legislation.gov.uk)
2019	Conservation Area Appraisal, Designation and Management Historic England Advice Note 1 (Second Edition)	https://historicengland.org.uk/images-books/publications/conservation-area-appraisal-designation-management-advice-note-1/heag-268-conservation-area-appraisal-designation-management/