

Appendix 1 – Summary of Responses and Proposed Schedule of Changes. All text to be added is underlined; all deleted text is ~~struck through~~.

<i>Respondent</i>	<i>Page no:</i>	<i>Section of document</i>	<i>Summary of Response</i>	<i>Officer Recommendation</i>
Historic England		General	Welcome this Conservation Area Appraisal which refers and responds well to the key points raised in our published guidance Historic England Advice Note 1: Conservation Area Appraisal, Designation and Management (2nd edition, 2019).	Noted These comments are welcomed.
	8	Part A – Conservation Area Appraisal, Section 2. Setting; paragraph 2.5	The description of the setting of the Conservation Area in section 2 and in the design guidance at Appendix 1 are a positive inclusion. It may be helpful to expand on how the setting specifically contributes to the significance of the Conservation Area.	Agree - change proposed Add additional text regarding how the setting of the Conservation Area contributes to its significance and illustrates the historic evolution of the town as follows: Additional paragraph 2.6; <u>The setting to the Conservation Area illustrates how East Grinstead has evolved from a medieval market town to a large, prosperous Victorian town following the arrival of the railway. While the town expanded rapidly again in the second half of the 20th century, this has take place as predominantly low rise development on the lower lying surrounding slopes, preserving the historic centre with the towers of St Swithun’s Church and the Water tower as the dominant landmarks in close and long distant views. New development must respect this setting, by responding to the topography and ensuring that it is appropriate in scale and height so that it is not dominant or overbearing in views into and out of the Conservation Area.</u>

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	19	Part A – Conservation Area Appraisal; Section 4. Spatial Analysis; paragraphs 4.14 -4.17.	We welcome the clear definition and mapping of key views within, out of and into the conservation area.	Noted These comments are welcomed.
	53	Part A – Conservation Area Appraisal; Table - Negative features and Issues	The identification of positive and negative features will be valuable in the future management of the area. The layout of the table on Negative Features and Issues should be re-aligned so that the right hand column addressed the left.	Agree - change proposed Realign table.
	57-58	Part B – Management Proposals; Section 3a) Changes to windows and doors and 3b) Shopfronts, paragraphs 7.18 -7.27	The appraisal clearly identifies some negative modern alterations to features such as shopfronts and windows in parts of the conservation area, and defines some necessary controls to ensure sympathetic alterations in future in Part B. Consideration could be given as to whether an Article 4 Direction which removes permitted development rights for certain alterations might prove useful as part of the future management of the area.	Disagree - no change required It is considered that there is no justification for an Article 4 Direction, which removes Permitted Development rights for certain types of development, to be applied to the East Grinstead Conservation Area. The majority of the buildings in the Conservation Area are either: listed buildings, shops, businesses or flats that do not benefit from Permitted Development rights. Listed Building Consent and/or Planning Permission are required for any alterations that affect the character or appearance of the building.
Natural England		General comment	Natural England does not have any specific comments on this draft Conservation Area plan.	Noted
Highways England		General comment	We do not have any comments on this consultation.	Noted

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East Grinstead Town Council		General comment	The Town Council recognises the level of detailed work that has gone in to producing this excellent document and we are grateful that the High St Conservation Area has been considered thoroughly.	Noted These comments are welcomed.
		General comment	The Town Council wishes to thank the officers for engaging with the Town Council and East Grinstead Society during the Conservation Area walk around and discussion.	Noted These comments are welcomed.
	5-6	Part A – Conservation Area Appraisal; Section 1. Introduction; paragraph 1.5	Would like to see reference at the start of the document to the fact that East Grinstead has two Conservation Areas and that this appraisal is in relation to only the High St/ Medieval Town area.	Agree - change proposed Add additional text to the start of paragraph 1.5 as follows: <u>East Grinstead Parish has two Conservation Areas. These are: the East Grinstead Conservation Area, centred on the Medieval High Street, was originally designated in 1969, and Estcots Conservation Area designated in 2003, which includes East Court Mansion and its parkland, and the area of Estcots Farmhouse. This Conservation Area Appraisal encompasses the former Medieval High Street area.</u>

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	54-55	Part B – Management Proposals; Section 1 - Conservation Area Boundary Review; paragraphs 7.5 – 7.11	The Town Council welcomes the proposal to extend the Conservation Area to include the four listed areas as set out in paragraphs 7.6, 7.8., 7.10 and 7.11. These are sensible inclusions to protect the substantive area of the existing Conservation Area.	Noted
	62-65	Part B – Management Proposals; Appendix 1 – Guidance on the Design of new development	The Town Council welcomes the proposals regarding design and alteration to buildings.	Noted
	59	Part B – Management Proposals; Section 5 - Waste Management; Recommended Action 8, paragraph 7.31	The Town Council would hope to see specific planning policies brought forward to ensure that new development does not contribute to the problem of unsightly waste and recycling bins, both domestic and commercial.	Agree - no change required Recommended Action 8, Waste Management explains that MSDC will ensure that any planning applications for new residential or commercial development in areas where this is an issue make appropriate provision for the suitable storage of waste bins.

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	59-60	Part B – Management Proposals; Section 6 – Town Centre Management; Recommended Action 9, paragraphs 7.32-7.34	The Town Council welcomes the ideas concerning a Business Improvement District and would be willing to discuss ideas with the District Council and businesses who will financially support the BID.	Agree – no change required Recommended Action 9, Town Centre Management refers to exploring the possibility of the creation of a Business Improvement District (BID) in East Grinstead which is a business led and business funded body which aims to improve the aesthetic and trading environment of the town centre. The proposal for a BID in East Grinstead is not currently included in the District Council's Economic Development Strategy and Action Plan. Therefore, the timetable, including when funding would be available for the delivery of this project, is subject to further consideration as part of the review of the Economic Development Strategy.
	59-60	Part B – Management Proposals; Section 7 – Traffic Management; Recommended Action 10, paragraphs 7.32-7.34	The Town Council welcomes further conversations as to the impact of the traffic on the High St and the management of this.	Noted Recommend Action 10, Traffic Management refers to these issues and the need to explore with West Sussex County Council and the Town Council, the potential for further improvements to reduce the impact of traffic in the High Street. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.

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	45	Part A - Conservation Area Appraisal; Chapter 6, Character Area 2 – The High Street, paragraph 6.48	The Town Council suggests that reference to the Old Water Fountain on the High Street being brought back in to use would be appropriate. There is some appetite for this as part of the reduction of single use plastics and provision of drinking water, however full exploration as to the feasibility of this proposal is needed before it could move further.	Agree – change proposed Add additional sentence to paragraph 6.48 as follows: <u>The Town Council has an aspiration to bring the Old Water Fountain on the High Street back into use in order to provide fresh drinking water and to reduce the use of plastic bottles. The feasibility of this however is subject to further consideration.</u>
	11	Part A - Conservation Area Appraisal; Chapter 3, Historical Development, paragraphs 3.21 – 3.22	The following errors in the document should be amended: a. 3.21 The former Chequer Mead Community Arts Centre is now correctly called the Chequer Mead Arts and Community Centre. b. 3.22 Martin Jennings father was not a member of the Guinea Pig Club. He was treated at the hospital. Members of the Guinea Pig Club were operated on by Sir Archibald McIndoe on several occasions. Mr Jennings father's records do not show that Sir Archibald personally operated on him. He was not a formal member and this should be corrected.	Agree – change proposed Amend errors as identified at paragraphs 3.21 and 3.22. Chequer Mead Community Arts <u>and Community</u> Centre. It was funded by a public appeal and sculpted by Martin Jennings, whose own father was a Guinea Pig <u>operated on by Sir Archibald McIndoe.</u>

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The East Grinstead Society	18, 34 and 45	Part A – Conservation Area Appraisal; Chapter 4, Open Spaces and Trees and Chapter 6 Character Area 1 The Church, Sackville College, the Water Tower and cottages along Church Lane, paragraphs 4.12; 6.5 and 6.45	Reference should also be made to the following items within the Conservation Area: the listed war memorial incorporating a plaque to our local Victoria Cross holder; the statue to Sir Archibald McIndoe for his pioneering work in the Second World War on plastic surgery at the Queen Victoria Hospital; the plaque commemorating the three Martyrs who were burned for religious reasons in the reign of Queen Mary.	<p>Agree - change proposed</p> <p>The listed war memorial is featured in paragraph 6.45 of the document, as is the statue to Sir Archibald McIndoe in paragraph 6.5.</p> <p>Reference to the three protestant martyrs that were burnt at the stake in the High Street is mentioned at paragraph 4.12, however additional text will also be added to make reference to the plaque that commemorates this, as follows:</p> <p>In the reign of Mary Tudor, three protestant martyrs were burnt at the stake in the High Street. <u>There is a plaque which commemorates this event in the High Street.</u></p>

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	6	Part A – Conservation Area Appraisal; Chapter 1, Legislation and Policy Context, paragraph 1.9	The Appraisal should make reference to the East Grinstead Neighbourhood Plan.	<p>Agree – change proposed</p> <p>Include reference to the East Grinstead Neighbourhood Plan in the section on Legislation and Policy Context after paragraph 1.9 as follows:</p> <p><u>Paragraph 1.10: The East Grinstead Neighbourhood Plan was Made in November 2016. Its vision is ‘To provide for a positive future for East Grinstead that is socially inclusive for all, vibrant, economically robust and will allow residents to live with a high degree of self-sufficiency in a town with a first rate natural, built and historic environment’.</u></p> <p><u>Policies EG4 and EG4a of the Neighbourhood Plan (Designated and Non-Designated Heritage Assets) seek to ensure that planning applications affecting heritage assets are supported by statements of significance and the Portlands area to the rear of 58 to 84 High Street are protected.</u></p>
	60	Part B – Management Proposals; Section 7 - Traffic Management; Recommended Action 10, paragraph 7.35	There is a major problem with traffic volume and "fly parking". While complete pedestrianisation is probably not an option because of the limited number of other routes for buses, consideration could be given to restricting deliveries to and collection from business premises before 10am and after 4pm and eliminating the end-on parking area near the old Midland Bank which could be repaved.	<p>Noted</p> <p>Recommend Action 10, Traffic Management refers to these issues and the need to explore with West Sussex County Council and the Town Council, the potential for further improvements to reduce the impact of traffic in the High Street as well as options for managing service deliveries. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.</p>

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	54-55	Part B – Management Proposals; Section 1 - Conservation Area Boundary Review, paragraphs 7.5 – 7.11	The boundary alterations are generally supported, particularly the incorporation of the Museum into the area.	Noted
	54-55	Part B – Management Proposals; Section 1 - Conservation Area Boundary Review, paragraphs 7.5 – 7.11	The Chequer Mead Arts Centre should also be included. This was originally a 19th century school of historic significance and while it is not listed there is a good case to be made for it to be incorporated in the Conservation Area.	Disagree - no change required The Chequer Mead Theatre has been extensively altered and extended. It is associated with the Victorian expansion of the town and the neighbouring Victorian terraces of De La Warr Road. The existing Conservation Area boundary follows very closely the medieval extent of the original planned town. This is a very robust area with a distinctive, predominantly commercial character and is very different to the residential Victorian suburbs that surround it. Accordingly, there is no justification to significantly alter the boundary of the Conservation Area apart for some minor rationalisation of the boundary at the northern and western edges, which is proposed.
	59	Part B – Management Proposals; Section 5 - Waste Management, Recommended Action 8, paragraph 7.31	There is a dilemma as to how to hide the large number of exposed industrial-sized waste bins behind Middle Row, around the churchyard and behind the High Street.	Agree – no change required Recommended Action 8, Waste Management refers to this issue and the need to explore options regarding how waste bins can be accommodated sympathetically in the Conservation Area.

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	34	Part A – Conservation Area Appraisal; Chapter 6; Character Area 1 – The Church, Sackville College, the Water Tower and cottages along Church Lane, Table of Strengths and Weaknesses	The wall which extends from the outside of Sackville College round into College Lane is in need of repair.	Agree – change proposed Include in the table in the section on Weaknesses, the poor condition of the sandstone wall and its need for repair. <u>The wall which extends from the outside of Sackville College round into College Lane is in need of repair.</u>
	57-58	Part B – Management Proposals, Section 3b) Shopfronts; paragraphs 7.24-7.27	There is a conflict to be resolved between national firms wishing to display their common frontages and the look of the Conservation Area, see Corals, Pizza Express and some of the Banks.	Agree – no change required The retention and enhancement of historic shopfronts is one of the key objectives of the Conservation Area Appraisal as well as preventing insensitive replacements. Section 3b) of the document and Recommended Action 5 highlight that MSDC will be producing a Shopfront SPD to help guide and secure improvements to shopfronts and to advise owners of the correct methods of restoration and repair.
	37 and 59	Part A – Conservation Area Appraisal; Character Area 2 – High Street, Table Strength and Weaknesses and Part B – Management Proposals; Section 4: Buildings in need of maintenance and repair, Recommended Action 7 paragraph 7.30	The exteriors of the upper storeys of some of the shops in Middle Row have been allowed to get quite shabby.	Agree – no change required This issue is mentioned in the table associated with Character Area 2 – High Street, Section on Weaknesses in that a number of buildings lack maintenance and repair. Recommended Action 7 of the Appraisal explains that MSDC will work with owners to address issues of repair and/or will consider serving Urgent Works or Repair Notices, if necessary.

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		General comment	We wonder whether how much can be done to rectify retrospective actions or whether it would be best to concentrate on monitoring future events more strictly.	Noted The District Council takes enforcement action against any breaches of planning permission and/or listed building consent; therefore any harmful actions are carefully monitored.
Town Cllr E Matthews	60	Part B - Management Proposals; Section 7 - Traffic Management, Recommended Action 10; paragraph 7.35	Consideration should be given as to whether it is feasible to try a "Shared Space System" where traffic and pedestrians have equal rights. Pedestrianisation of the High Street should be considered if 'Shared Space' is discounted.	Agree – no change required Recommend Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. This suggestion for a 'Shared Space System' will be discussed further through the partnership working. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
Town Cllr CA Amos	55	Part B – Management Proposals; Section1a) – Conservation Area Boundary Review, paragraph 7.9	Do not agree with the inclusion of East Grinstead Museum within the Conservation Area. The justification for its inclusion is its' "high quality contemporary design". It is also mentioned that its eco-friendly design warrants its inclusion. If this is the decisive factor then most properties in the Conservation Area necessarily having a lower level of energy efficiency should be excluded.	Disagree – no change required The main reason for including the service yard at the rear of 33-39 High Street, which includes East Grinstead Museum and Crown Lodge, within the Conservation Area, is that it was originally part of the Portlands behind the High Street. It is sensitive to development pressures and forms the foreground in views of St Swithun's Church from Cantelupe Road. The Museum is a modern building but this does not prevent it from being included within a Conservation Area. In addition it is considered to be of sufficient special architectural appearance to warrant inclusion.

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	55 and 57-58	Part B – Management Proposals Management Proposals, Section 3b) Shopfronts Recommended Action 5, and Section 1a) Conservation Area Boundary Review	Recommend Action 5 relating to Shopfronts is not supported. How can it be that unattractive and overly large (by whose standard?) fascias on shop fronts (such as the Print Room sign) be proposed to be stamped out or suppressed at least and yet East Grinstead Museum is to be included. That Museum is ugly and if it is going to be allowed in the Conservation Area by the same logic so must unattractive signs.	<i>Disagree – no change required</i> The retention and enhancement of historic shopfronts is one of the key objectives of the Conservation Area Appraisal as well as preventing insensitive replacements. Section 3b) of the document and Recommended Action 5 highlight that MSDC will be producing a Shopfront SPD to help guide and secure improvements to shopfronts and to advise owners of the correct methods of restoration and repair. The justification for the inclusion of East Grinstead Museum in the Conservation Area is explained above.
Miss V Waters	59	Part B – Management Proposals, Section 5 - Waste Management; Recommended Action 8 paragraph 7.31	Unsightly commercial waste bins at the rear of Middle Row, often overflowing as general public add their own rubbish. Contaminated recycling is then not collected. Is there a possibility of having lockable bins?	<i>Agree – no change required</i> Recommended Action 8, Waste Management refers to this issue and the need to explore options regarding how waste bins can be accommodated sympathetically in the High Street. The idea of lockable bins will be also explored with MSDC’s Waste Management team.
Mr P Waters	37 and 59	Part A – Conservation Area Appraisal; Character Area 2 – High Street – Table Strength and Weaknesses	Many buildings need proper maintenance work done. Some properties make necessary repairs while others aren’t receiving the same care and attention.	<i>Agree – no change required</i> This issue is mentioned in the table associated with Character Area 2 – High Street and the section on Weaknesses in that a number of buildings lack maintenance and repair. Recommended Action 7 on page 59 explains that MSDC will work with owners to address issues of repair and/or will consider serving Urgent Works or Repair Notices if necessary.

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	54-55	Part B – Management Proposals; Section 1a) – Conservation Area Boundary Review; paragraphs 7.5 – 7.11	All for extending the conservation area boundary to include back areas of the High Street properties as they do look untidy and unmaintained.	Noted
Mr A Joyce		General comment	Agree with appraisal, recommended boundary alterations, and management proposals.	Noted
Mrs S Robinson		General comment	It's important to protect the amazing architecture within the conservation area of East Grinstead and to ensure that anyone abusing the planning requirements or failing to maintain the buildings is not able to get away without prosecution. It would be good to see those buildings that provide negative impact on the street scene to be returned to closer to original designs or less intrusive styles.	Agree – no change required The District Council takes enforcement action against any breaches of planning permission and/or listed building consent. The Management Proposals also set out recommendations to work with owners to ensure buildings are maintained and repaired along with design guidance to ensure appropriate designs. Recommended Action 5 highlights that MSDC will be producing a Shopfront SPD to help guide and secure improvements to shopfronts and to advise owners of the correct methods of restoration and repair.
Ms C Everest	60	Part B – Management Proposals; Section 7 - Traffic Management, Recommended Action 10; paragraph 7.35	I've never noticed fast cars along the High Street (different in London Rd), but the parking along there and on pavements and in London Road on Double yellow and single yellow lines are increasing daily, particularly in light of huge developments in town and increasing traffic.	Noted - no change required Recommend Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. As the Highway Authority, West Sussex County Council will lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.

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Mrs S Hodgson	60	Part B – Management Proposals; Section 7 - Traffic Management; Recommended Action 10; paragraph 7.35	The High Street could be improved though by removing all parking on the High Street and widening the pavement along the south side where the current parking is. (Leaving a couple of Blue Badge bays). This would encourage the small independent shops along the raised section to set out tables and also we would all be able to appreciate the beautiful flower beds.	Noted Recommend Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
	59-60	Part B – Management Proposals; Section 6 - Town Centre Management; Recommended Action 9; paragraphs 7.32-7.34	To encourage small interesting shops in the whole of East Grinstead, business rates and rentals for independent retailers need to be looked at.	Noted Recommended Action 9, Town Centre Management refers to MSDC exploring with the Town Council the possibility of creating a Business Improvement District (BID) to help improve the aesthetic and trading environment of East Grinstead Town Centre to directly benefit the area and businesses. The proposal for a BID in East Grinstead is not currently included in the District Council's Economic Development Strategy and Action Plan. Therefore, the timetable, including when funding would be available for the delivery of this project, is subject to further consideration as part of the review of the Economic Development Strategy.

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	60	Part B – Management Proposals; Traffic Management - Recommended Action 10; paragraph 7.35	Perhaps the road surface along the High Street could be altered so it has a different appearance and fits in more with the general character.	Noted Recommend Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
	57-58	Part B – Management Proposals Management Proposals, Section 3b) Shopfronts; Recommended Action 5, paragraphs 7.24-7.27	Some of the shop fronts need to be altered so that they are more sympathetic - Corals in particular, but one or two others also need to be looked at.	Agree – no change required The retention and enhancement of historic shopfronts is one of the key objectives of the Conservation Area Appraisal as well as preventing insensitive replacements. As set out in Section 3b) and Recommended Action 5 of the document, MSDC will be producing a Shopfront SPD to help guide and secure improvements to shopfronts and to advise owners of the correct methods of restoration and repair.
	58-59	Part B – Management Proposals Management Proposals; Section 4 - Backyards/Service yards, Recommended Action 6, paragraphs 7.28-7.29 and Section 5 - Waste Management, Recommended Action 8, paragraphs 7.28-7.31	The whole area could be improved – e.g. unsightly bins and air-conditioning units could be hidden in some way.	Agree – no change required These issues are identified in the Character Appraisal section of the Document and how they might be addressed is set out in the Management Proposals under Section 4 - Backyards/Service yards, Recommended Action 6 and Section 5 - Waste Management, Recommended Action 8. These actions seek to ensure new development in the Conservation Area makes provision for waste storage and the discreet locations of air conditioning units.

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			The approach from the railway station needs to be improved to encourage visitors into the historic centre.	<p>Noted</p> <p>The approach to the railway station lies outside the area covered by this Conservation Area Appraisal.</p>

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	62-65	Appendix 1 – Guidance of the design of new development; Section 9; Protecting the Setting of the Conservation Area	Although it is not in the Conservation Area, the new block of flats in Queens Walk is a blot on the landscape. In future any developments in the town should fit in with the character of East Grinstead.	<p>Agree – change proposed</p> <p>Appendix 1; Section 9, Design Guidance on the Setting of the Conservation Areas sets out specific design guidance relating to protecting the setting and views into and out of the Conservation Area. In addition, the Consultation Draft Mid Sussex Design Guide provides additional guidance on general heights for new developments in East Grinstead Town Centre. It is proposed to include additional text in Section 9 that references the Mid Sussex Design Guide as follows: <u>The Mid Sussex Design Guide, in the section on Understanding the Context – East Grinstead, provides general guidance on acceptable heights of buildings in East Grinstead town centre. The Design Guide explains that buildings typically of four to five storeys, with active uses at ground floor on main routes, and with upper storeys set back to reduce the impact of heights are considered appropriate. This balances the opportunity to intensify uses to create a more vibrant place, with the historic setting of the town and the desire to retain a human scale to development. Building scale, height and massing must however respond to the context of a particular site. The varied topography in East Grinstead means that some sites can more easily take additional height than others and development must respond to sensitive views to and from the Conservation Area and the wider countryside.</u></p>
		General comment	It is an excellent, comprehensive report which I fully support and hope it will be implemented.	Noted

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Mr PM Wyan		General comment	As a former District Council Member and Member of Planning Committees I raised concerns regarding the approval of planning applications relating to Queens Walk Development and the conversion of Threadneedles to the Hay and Straw restaurant, both against the recommendations of the Conservation Officer. I question whether the preparation of this Appraisal Document will give more weight to the conservation of the historic High Street.	Noted A key objective of the Conservation Area Appraisal is to provide a clear statement of the special interest of the Conservation Area and to identify the key features that should be preserved and enhanced. This will enable Development Management Officers, Members, landowners and developers to understand exactly what needs to be protected in development proposals. It will also help raise awareness amongst the Town Council, businesses and the public of the qualities that make East Grinstead a special place.
	72	Appendix 4 - Listed Buildings in the East Grinstead Conservation Area	St Swithun's Church which I think is Grade 11* has been omitted from Appendix 4	Agree – change required Include St Swithun's Church in the list in Appendix 4.
Mr R Collins		General comment	Reject application for too much additional seating on the pavement outside the Hay & Straw Café Bar which will obstruct pedestrians and wheelchair users.	Noted This comment relates to a current planning which has yet to be determined.

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Miss C Rees		General comment	Any alterations where retrospective planning applications are made should be refused if the changes are not in keeping with the grade listing/conservation laws. Fines are not an acceptable solution. The buildings need to be put back to meet the rules.	Noted The District Council takes enforcement action against any breaches of planning permission and/or listed building consent.
	57-58	Part B – Management Proposals Management Proposals, Section 3b) Shopfronts; Recommended Action 5, paragraphs 7.24-7.27	Shops on Middle Row on the High Street have had frontage changes that are not in keeping.	Agree – no change required The retention and enhancement of historic shopfronts is one of the key objectives of the Conservation Area Appraisal as well as preventing insensitive replacements. As set out in Section 3b) of the document and Recommended Action 5, MSDC will be producing a Shopfront SPD to help guide and secure improvements to shopfronts and to advise owners of the correct methods of restoration and repair.
Mr RW Lawrence	54-55	Part B – Management Proposals, Section 1- Conservation Area Boundary Review; paragraphs 7.5 – 7.11	Chequer Mead Theatre & Arts Centre should be included in the - new - conservation area.	Disagree – no change required The Chequer Mead Theatre has been extensively altered and extended and is associated with the Victorian expansion of the town and the neighbouring Victorian terraces of De La Warr Road. The existing Conservation Area boundary follows very closely the medieval extent of the original planned town. This is a very robust area with a distinctive, predominantly commercial character and is very different to the residential Victorian suburbs that surround it. Accordingly, there is no reason to significantly alter the boundary of the Conservation Area apart for some minor rationalisation of the boundary at the northern and western edges, which is proposed.

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	62-65	Appendix 1 – Guidance of the design of new development; Section 9; Protecting the Setting of the Conservation Area	In view of the `over` development of the old Martells site, with the new, massive, block of flats much more stringent action needs to be taken to ensure that future development(s) are in keeping with the character of the Town and that MSDC etc., take, proper notice of concerns stated by residents.	Agree – change proposed This issue is mentioned in Appendix 1; Section 9 acknowledging that the new Queens Walk is dominant in views from the western edge. This section sets out specific design guidance relating to protecting the setting and views into and out of the Conservation Area. In addition, the Consultation Draft Mid Sussex Design Guide provides additional guidance on general heights for new developments in East Grinstead Town Centre. It is proposed to include additional text in Section 9 that references the Mid Sussex Design Guide as set out above on page 16 of this table.
	60	Part B – Management Proposals; Section 7 - Traffic Management; Recommendation 10; paragraph 7.35	Concerned that Traffic Management and vehicle parking is not being properly, and realistically taken account of.	Noted Recommend Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. This suggestion will be discussed further through the partnership working. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
	59	Part B – Management Proposals, Section 5 - Waste Management; Recommended Action 8 paragraph 7.31	The `waste bin` problem needs addressing.	Agree – no change required Recommended Action 8, Waste Management refers to this issue and the need to explore options regarding how waste bins can be accommodated sympathetically in the High Street.

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	59-60	Part B – Management Proposals; Section 6 - Town Centre Management; Recommended Action 9; paragraphs 7.32-7.34	The idea to increase the size and frequency of the `local` market is very welcome but must be properly marketed to encourage more traders, local residents and visitors to spend more time and money in the Town. Perhaps more connection(s) with the Bluebell Railway would assist this.	Noted Recommended Action 9, Town Centre Management refers to MSDC exploring with the Town Council the possibility to a create a Business Improvement District (BID) to help improve the aesthetic and trading environment of East Grinstead Town Centre to directly benefit the area and businesses. The proposal for a BID in East Grinstead is not currently included in the District Council's Economic Development Strategy and Action Plan. Therefore, the timetable, including when funding would be available for the delivery of this project, is subject to further consideration as part of the review of the Economic Development Strategy.
Mr M Bastone	11-12	Part A – Conservation Area Appraisal – Archaeology, Paragraphs 3.24 – 3.27	The well, which is marked in maps 2 and 3, as being behind the junction of London Road /High street, should be taken into the Conservation area line. Although there are other wells in the town (and at least one or more at the rear of "Wickenden's"), this well and the two access footpaths, in my view deserve to be preserved for future investigation. The wall, at the rear of the ally next to the bank, supports the structure of the well, which was once situated on a slope. The wall should be preserved to support the well.	Noted – no change required The District Council is aware that a study on wells in East Grinstead has been undertaken and a report was published in an edition of 'The Bulletin of the East Grinstead Society.' These wells are considered to be archaeological features and undesignated heritage assets and as such are therefore already offered protection through the National Planning Policy Framework (NPPF) and the Mid Sussex District Plan - DP 34 - Listed Buildings and Other Heritage Assets.

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Mr G Bostock	60	Part B – Management Proposals; Traffic Management - Recommendation 10; paragraph 7.35	Pedestrianise the High Street.	<p>Noted</p> <p>Recommend Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. This suggestion will be discussed further through the partnership working. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.</p>
Ms R Bostock	54-55	Part B – Management Proposals; Conservation Area Boundary Review; paragraphs 7.5 – 7.11	West Street, north side contains a row of Victorian cottages and several interesting town houses (two of which are unusually elevated from street level) that I believe should be included.	<p>Disagree – no change required</p> <p>The existing Conservation Area boundary follows very closely the medieval extent of the original Medieval planned town. This is a very robust area with a distinctive, predominantly commercial character and very different to the residential Victorian suburbs that surround it. Accordingly, there is no reason to significantly alter the boundary of the Conservation Area apart for some minor rationalisation of the boundary at the northern and western edges.</p>

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	54-55	Part B – Management Proposals; Conservation Area Boundary Review; paragraphs 7.5 – 7.11	Chequer Mead Theatre is an additional positive features which should be identified in the Appraisal document.	<i>Disagree – no change required</i> The Chequer Mead Theatre has been extensively altered and extended and is associated with the Victorian expansion of the town and the neighbouring Victorian terraces of De La Warr Road. The existing Conservation Area boundary follows very closely the medieval extent of the original planned town. This is a very robust area with a distinctive, predominantly commercial character and is very different to the residential Victorian suburbs that surround it. Accordingly, there is no reason to significantly alter the boundary of the Conservation Area apart for some minor rationalisation of the boundary at the northern and western edges, which is proposed.
		General comment	Car park on West Street lacks sympathetic landscaping.	<i>Noted</i> The car park in West Street lies outside the scope of this Conservation Area Appraisal.

Respondent	Page no:	Section of document	Summary of Response	Officer Recommendation
	59-60	Part B – Management Proposals; Section 6 - Town Centre Management; Recommended Action 9; paragraphs 7.32-7.34	To provide well designed covered market area to encourage shoppers and stalls in all weather.	<p>Noted – no change proposed</p> <p>Recommended Action 9, Town Centre Management refers to MSDC exploring with the Town Council the possibility of creating a Business Improvement District (BID) to help improve the aesthetic and trading environment of East Grinstead Town Centre to directly benefit the area and businesses. The BID could include measures to encourage visitors and shoppers such as support to the existing small market or provide themed markets to bring life and vitality and provide a shopping choice. This suggestion of a covered market area will be considered as part of the partnership working. The proposal for a BID in East Grinstead is not currently included in the District Council's Economic Development Strategy and Action Plan. Therefore, the timetable, including when funding would be available for the delivery of this project, is subject to further consideration as part of the review of the Economic Development Strategy.</p>
		General comment	Provide free parking in town car parks to encourage more visitors and shoppers.	<p>Noted</p> <p>This issue lies outside the scope of the Conservation Area Appraisal.</p>

<i>Respondent</i>	<i>Page no:</i>	<i>Section of document</i>	<i>Summary of Response</i>	<i>Officer Recommendation</i>
	60	Part B – Management Proposals; Traffic Management - Recommendation 10; paragraph 7.35	Restrict traffic to the area especially to the High Street, by pedestrianisation, if possible.	Noted Recommend Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
		General comment	Give more attention through signage and enhancements to the Museum's approach so that visitors to the High Street will be encouraged to visit it.	Noted The approach to the Museum is outside the scope of this appraisal.
Mr F Berry		General comment	In terms of approval and siting of chairs and tables in the Conservation Area, these need to be carefully managed/enforced by West Sussex County Council as the Highways Authority, to ensure the Conservation Area retains its special character. For the same reason, MSDC as the Planning Authority should ensure that planning and licencing applications are carefully assessed. 2) Banners on Barriers. Approval for siting banners, (which have traditionally been placed across the barriers at the High Street/London Road junction) also need to be carefully managed/enforced for the same reason.	Noted Siting of table and chairs in the public realm and erection of banners requires planning permission and/or advertisement consent where any issues can be taken into account and addressed accordingly.

Respondent	Page no:	Section of document	Summary of Response	Officer Recommendation
		General comment	This is an excellent and comprehensive Appraisal, which provides a lot of historical information and the reasons why East Grinstead needs a Conservation Area. Some typographical errors have been identified.	Agree – changes proposed Typographical errors corrected.
	55-56	Part B – Management Proposals; Local List, Recommended Action 2, paragraphs 7.12 -7.13	This action should be made stronger i.e. MSDC should prepare a list of Local Buildings of Architectural or Historical Interest, to provide more protection for the Conservation Area.	Noted The support for this recommendation is noted. The timetable, including availability of resources for the delivery of this project, is subject to further consideration a part of the District Council's work programme.
	57	Part B – Management Proposals; Changes to Windows and Doors, Recommended Action 4, paragraphs 7.18 -7.23	This needs to be expanded to include proposals for changes to existing buildings/outhouses etc., to ensure that any breaches of Planning Control are enforced against i.e. retrospective planning permission should not be given.	Noted Planning permission is required for any changes to outbuildings that affect their significance and character and appearance and which will be assessed against the guidance contained in this Appraisal document.

<i>Respondent</i>	<i>Page no:</i>	<i>Section of document</i>	<i>Summary of Response</i>	<i>Officer Recommendation</i>
	60	Part B – Management Proposals; Traffic Management - Recommendation 10; paragraph 7.35	Support any proposal to restrict the times of delivery lorries and vans, but not a complete ban i.e. pedestrianizing the High Street. Traffic movements as a result would move to residential roads, further exacerbating the problems already experienced by residents, with increased traffic speeds and bottlenecks. Buses would also need to continue to use the High Street, as this is a logical bus route and drop off/pick up point for passengers, and Royal Mail would also still need to use the High Street. Parking could possibly be restricted to early evening onwards, where restaurants and pubs would welcome this facility.	Noted Recommend Action 10, Traffic Management refers to these issues and the need to explore with partners the potential for further improvements to reduce the impact of traffic in the High Street as well as options for managing service deliveries. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
	60	Part B – Management Proposals; Traffic Management - Recommendation 10; paragraph 7.35	The provision of additional pedestrian crossing points will need to be considered carefully. There currently exists a crossing point at traffic lights at Middle Row, but I would not support additional traffic lights in the High Street. This will detract from the character of the High Street, and could lead to a build – up of traffic at times.	Noted Recommend Action 10, Traffic Management refers to these issues and the need to explore with partners the potential for further improvements to reduce the impact of traffic in the High Street as well as additional crossing points. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.

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Mr R Tullett		General comment	I think the proposals are excellent and reflect the commitment of MSDC Conservation planners to the protection of the unique character in the High Street conservation area. Concerned however in the light of recent planning decisions on the Queens Walk scheme, and rear of 5 High Street and how these have had a negative impact on the Conservation Area.	Noted A key objective of the Conservation Area Appraisal is to provide a clear statement of the special interest of the Conservation Area and to identify the key features that should be preserved and enhanced. This will enable Development Management Officers, Members, landowners and developers to understand exactly what needs to be protected in development proposals. It will also help raise awareness amongst the Town Council, businesses and the public of the qualities that make East Grinstead a special place.
Mrs M Collins	54-55	Part B – Management Proposals; Conservation Area Boundary Review; paragraphs 7.5 – 7.11	Chequer Mead Arts Centre should be included as it was a 19 th century school of historic significance.	Disagree – no change required The Chequer Mead Theatre has been extensively altered and extended. It is associated with the Victorian expansion of the town and the neighbouring Victorian terraces of De la Warr Road. The existing Conservation Area boundary follows very closely the medieval extent of the original planned town. This is a very robust area with a distinctive, predominantly commercial character and is very different to the residential Victorian suburbs that surround it. Accordingly, there is no reason to significantly alter the boundary of the Conservation Area apart for some minor rationalisation of the boundary at the northern and western edges, which is proposed.
	10	Part A – Conservation Area Appraisal; Historical Development, paragraph 3.12	According to the Oxford Book of carols ‘Good King Wenceslas’ was written in 1853 not 1609.	Agree – change proposed Change date to <u>1853</u>

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	59	Part B – Management Proposals, Section 5 - Waste Management, Recommended Action 8, paragraph 7.31	Relocation of the rubbish bins in the Conservation area is required.	Noted Recommended Action 8, Waste Management refers to this issue and the need to explore options regarding how waste bins can be accommodated sympathetically in the Conservation Area.
	54-55	Part B – Management Proposals; Conservation Area Boundary Review; paragraphs 7.5 – 7.11	The boundary alterations are accepted but should be extended further to include the Chequer Mead Arts Centre as it needs to be protected as heritage as the front is typical of a 19 th century school of historic significance. The Playfield car park is to be included in the boundary change extension which serves the parking needs of the patrons so it would make sense to include the Chequer Mead building (or at least conserve and protect the façade).	Disagree – no change required The Chequer Mead Theatre has been extensively altered and extended. It is associated with the Victorian expansion of the town and the neighbouring Victorian terraces of De La Warr Road. The existing Conservation Area boundary follows very closely the medieval extent of the original planned town. This is a very robust area with a distinctive, predominantly commercial character and is very different to the residential Victorian suburbs that surround it. Accordingly, there is no reason to significantly alter the boundary of the Conservation Area apart for some minor rationalisation of the boundary at the northern and western edges, which is proposed.
	57	Part B – Management Proposals; Section 3 - Changes to Windows and Doors; paragraphs 7.18 – 7.23	Agree with the Management Proposals but concerned there will not be close monitoring. Any breaches of Action 4 (page 56) must be enforced against. Changes to windows and doors must be sympathetic to the Conservation Area and must be carried out using traditional materials and detailing. Any breaches of planning control must be enforced against.	Noted These comments are noted and supported. The District Council takes enforcement action against any breaches of planning permission and/or listed building consent.

<i>Respondent</i>	<i>Page no:</i>	<i>Section of document</i>	<i>Summary of Response</i>	<i>Officer Recommendation</i>
	6	Part A – Conservation Area Appraisal; Section on Legislation and Policy Context, paragraph 1.9	Mention of the Neighbourhood Plan should be included.	<p>Agree – change proposed</p> <p>Include reference to the East Grinstead Neighbourhood Plan in the section on Legislation and Policy Context after paragraph 1.9 as follows:</p> <p><u>Paragraph 1.10: The East Grinstead Neighbourhood Plan was Made in November 2016. Its vision is ‘To provide for a positive future for East Grinstead that is socially inclusive for all, vibrant, economically robust and will allow residents to live with a high degree of self-sufficiency in a town with a first rate natural, built and historic environment’.</u></p> <p><u>Policy EG4 and EG4a of the Neighbourhood Plan Designated and Non-Designated Heritage Assets seeks to ensure that planning applications affecting heritage assets are supported by statements of significance and the Portlands area to the rear of 58 to 84 High Street are protected.</u></p>
	34	Part A – Conservation Area Appraisal; Chapter 6; Character Area 1 - The Church, Sackville College, the Water Tower and cottages along Church Lane -Table of Strengths and Weaknesses	The wall outside Sackville College leading into College Lane needs to be repaired and preserved.	<p>Agree – change proposed</p> <p>Include in the table at paragraph 6.6 section on Weaknesses, the poor condition of the sandstone wall and its need for repair.</p> <p><u>The wall which extends from the outside of Sackville College round into College Lane is in need of repair.</u></p>

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	59	Part B – Management Proposals; Traffic Management - Recommendation 10; paragraph 7.35	The western end of the High Street has few crossing points which, with the level of traffic make it difficult for pedestrians to cross.	Agree – no change required Recommended Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street and to investigate the potential for additional pedestrian crossing points. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
	22	Part A – Conservation Area Appraisal; Chapter 4, Public Realm, paragraph 4.26	Is there any chance the new red concrete pavers could be replaced to better match the local red bricks?	Noted The Appraisal document explains that in 2000, as part of the wider public realm works, the traditional brick paving was replaced with red concrete paviours laid in a horizontal pattern. There is no current proposal or budget to replace the concrete paviours with local red bricks which given the extent of the paving in the High Street, would be very expensive.
		General comment	The confusion regarding the numbering of the Church Lane properties should be addressed.	Noted Re - numbering of properties is outside the scope of this Conservation Area Appraisal.
	59	Part B – Management Proposals, Section 5 - Waste Management, Recommended Action 8, paragraph 7.31	The unsightly rubbish bins placement in the Conservation Area should be addressed.	Agree – no change proposed Recommended Action 8, Waste Management refers to this issue and the need to explore options regarding how waste bins can be accommodated sympathetically in the Conservation Area.

Respondent	Page no:	Section of document	Summary of Response	Officer Recommendation
	60	Part B – Management Proposals; Traffic Management - Recommendation 10; paragraph 7.35	Limit parking and stop parking in front of the old buildings both along High Street and by the raised gardens. This area should be paved and perhaps have seating.	Noted Recommended Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. This suggestion regarding paving the area below the raised flower beds will be discussed further through the partnership working. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
		General comment	Plant some trees, perhaps in area in front of Broadleys. Tidy and plant some greenery in the back areas. It would be nice if the Dorset Arms had a garden, rather than a large car park.	Noted These comments are noted and will be taken into account in any public realm or other relevant projects that are taken forward in the Conservation Area.
	62	Appendix 1 Guidance on the design of new development; Section 9 – Protecting the Setting of the Conservation Area	Preserve the views of the town/church from a distance, e.g. from Imberhorne Lane across the fields.	Noted Appendix 1 - Design Guidance ,Section 9, refers to the importance of new development respecting the setting of the Conservation Area and that views to and from the Conservation Area, and towards the important landmark buildings of St Swithun’s Church and the Water Tower, particularly distant ones are protected.
		General comment	Get rid of unnecessary street furniture and signs. Most drivers use sat nav. Remove fold up advert signs outside shops.	Noted These comments are noted and will be taken into account in any public realm projects that are taken forward in the Conservation Area.

Respondent	Page no:	Section of document	Summary of Response	Officer Recommendation
		Appendix 1 – Guidance of the design of new development; Section 9; Protecting the Setting of the Conservation Area	Use planning to control development in the rest of the town, so that the Conservation Area is in an attractive context.	Noted A key objective of the Conservation Area Appraisal is to protect the setting of the Conservation Area. Advice and guidance on achieving this is set out in Appendix 1 - Section 9; Protecting the Setting of the Conservation Area.
Mr P Nicol		General comment	Buildings of earlier periods should be conserved rather than a headlong race into the 21 st century.	Noted The Appraisal provides a clear statement on the significance of the Conservation Area and guidance on how the historic buildings within it should be preserved and enhanced.
Mr S Neave	60	Part B – Management Proposals; Traffic Management - Recommendation 10; paragraph 7.35	Consideration of traffic flow.	Noted Recommended Action 10, Traffic Management refers to the need to explore with the Town Council and West Sussex County Council the potential for further improvements to reduce the impact of traffic in the High Street. As the Highway Authority, West Sussex County Council would lead on this Action. Therefore the timing and funding of any initiatives will be confirmed by them.
		General comment	Minimise High Street furniture including signage.	Noted – no change proposed These comments are noted and will be taken into account in any public realm projects that are taken forward in the Conservation Area.
		General comment	This seems an excellent move to preserve the town and its features.	Noted – no change proposed These comments are welcomed.