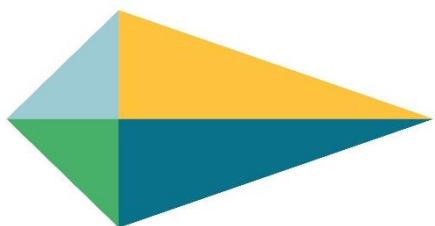


Consultation Statement

Historic Environment
Supplementary Planning Document

[May 2021]



EASTSUFFOLK
COUNCIL

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1 Introduction

East Suffolk Council has produced the Historic Environment Supplementary Planning Document (SPD). The purpose of this document is to provide guidance for owners and developers, who are planning repairs, alterations and changes to, or that may affect, the historic environment. This SPD does not add any additional policies, but rather provides guidance to assist with the implementation of the historic environment policies contained within the East Suffolk Council - Suffolk Coastal Local Plan (September 2020) and the East Suffolk Council - Waveney Local Plan (March 2019).

This SPD was prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). Under part 12 of the Regulations, a local planning authority must undertake a programme of consultation when preparing an SPD. The Council is also required to undertake consultation on the draft SPD under Regulation 13.

The Council's approach to engagement in the preparation of a Supplementary Planning Document is also set out in its Statement of Community Involvement (SCI). At the time of preparation of the SPD the 2014 Statements of Community Involvement were in place¹. The Council has recently adopted a new Statement of Community Involvement² which will apply to the adoption of the SPD. While preparing the Historic Environment SPD East Suffolk Council has consulted with relevant organisations and members of the public, in accordance with the SCI. Details of this consultation process are set out below.

An initial stage of consultation was held between 27th September and 25th October 2019. A formal consultation on the Draft SPD was held between 7th Dec 2020 and 1st Feb 2021.

A Consultation Statement was produced to accompany the formal consultation on the Draft SPD and has subsequently been updated to reflect the consultation responses received during that consultation.

¹ How to get Involved in Local Planning – Statement of Community Involvement (Suffolk Coastal District Council, September 2014) and How to get Involved in Local Planning – Statement of Community Involvement (Waveney District Council, September 2014)

² Statement of Community Involvement - How to get involved in local planning (East Suffolk Council, April 2021)

2. Who was consulted?

Consultation was split into two stages: an initial stage that informed the preparation of the Draft Supplementary Planning Document; and a formal stage of consultation that sought views on the Draft SPD.

Initial consultation

The initial consultation was carried out between 27th September and 25th October 2019. The following organisations and groups were directly consulted as part of the informal stage of consultation, and the consultation was also made available to the public on the Council's website:

Suffolk County Council Archaeology Service

- Historic England
- National Trust
- Suffolk Preservation Society
- Town and Parish Councils
- Civic societies
- Elected members

Consultation on the Draft SPD

Consultation on the Draft SPD was held between 7th December 2020 and 1st February 2021. At the formal stage of consultation on, all of those registered on the Council's planning policy mailing list were directly consulted, including those listed above. Steps were taken to advertise the consultation to others, as set out below.

3. How were they consulted?

Initial consultation

The consultation was advertised on the Council's website, as well as on social media. A questionnaire, providing some background to the consultation and asking a series of questions, was published on the Council's website. Elected members, town and parish councils and other organisations listed above were notified directly by email.

The consultation asked the following questions:

1. Does the proposed contents list below cover all the topics that should be included in the Historic Environment SPD? In addition which topics should be included within each chapter?
2. Should the above information focus on what is acceptable in terms of planning policy and decisions about planning applications, or should it include practical guidance about repairs and alterations to the historic environment as well?
3. Should it provide links to other organisations' websites to obtain further information?
4. Should the SPD include historical contextual information or should this be left out?
5. Do you find the use of illustrations helpful in understanding planning and the historic environment?
6. Which of the below sections would most benefit from illustrations?
7. Please let us know if you have any other comments

The consultation documents were made available on the East Suffolk Council website via the pages below:

<https://eastsuffolk.inconsult.uk/consult.ti/historicenvironmentspd2019/consultationHome>

An example social media post can be found in Appendix 3.

In total 17 individuals and organisations responded to the consultation. Between them they made 97 comments. The responses are summarised in Appendix 2, along with a description of how the comments have been addressed. The full responses can be viewed online at:

<https://eastsuffolk.inconsult.uk/consult.ti/historicenvironmentspd2019/consultationHome>

Consultation on the Draft SPD

The consultation was advertised on the Council's website, as well as on social media. 4,214 emails and 466 letters were sent out at the start of the consultation to the consultees on the planning policy mailing list which includes town and parish councils, individuals, and organisations including those who were previously contacted or responded to the informal stage of the consultation. The list of consultation bodies can be found at Appendix 1.

The consultation documents were made available on the Council's website at:

<https://eastsuffolk.inconsult.uk/HISTENVSPD/consultationHome>

The consultation was advertised through the use of posters, a press release and social media posts. The poster and an example Twitter post that accompanied these consultations can be found in Appendix 4.

Due to the social distancing restrictions and the national lockdown as a result of the Covid-19 pandemic, libraries and other public spaces were not accessible during the consultation period. Therefore, paper copies of documents could not be made available at these locations. As such, hard copies were made available via post, free of charge, to any interested parties. One hard copy request was received and a copy of the consultation document was provided. The consultation measures taken in response to the pandemic and social distancing restrictions were carried out in accordance with the Temporary Suspension of Parts of the Statement of Community Involvement for Planning Policy Purposes (Extended – December 2020) and were considered through the Equalities Impact Assessment that accompanied the SPD.

In total 32 individuals and organisations responded to the consultation. Between them they made 180 comments. The responses are summarised in Appendix 5, along with a description of how the comments have been addressed.

Full copies of the responses have been published on the Council's website at:

<https://eastsuffolk.inconsult.uk/consult.ti/HISTENVSPD/consultationHome>

Appendix 1: Consultation Bodies

The following organisations and groups were consulted during the preparation of the Supplementary Planning Document:

- Suffolk County Council Archaeology Service
- Historic England
- National Trust
- Suffolk Preservation Society
- Town and Parish Councils
- Civic societies
- Elected members
- Members of the public

Specific consultation bodies

- The Coal Authority
- Environment Agency
- English Heritage
- Marine Management Organisation
- Natural England
- Network Rail
- Highways Agency
- Suffolk County Council
- Parish and Town Councils within and adjoining the former Suffolk Coastal area
- Suffolk Constabulary
- Adjoining local planning authorities - Ipswich Borough Council, Mid Suffolk District Council, Babergh District Council
- Anglian Water
- Essex and Suffolk Water
- Homes and Communities Agency
- Electronic communication companies who own or control apparatus in the Suffolk Coastal District
- Relevant gas and electricity companies
- NHS England
- Ipswich and East Suffolk Clinical Commissioning Group

General consultation bodies

- Voluntary bodies some or all of whose activities benefit any part of the District
- Bodies which represent the interests of different racial, ethnic or national groups in the District
- Bodies which represent the interests of different religious groups in the District
- Bodies which represent the interests of disabled persons in the District
- Bodies which represent the interests of persons carrying on business in the District
- Bodies which represent the interests of environmental groups in the District

Other individuals and organisations

Includes local businesses, high schools, individuals, local organisations and groups, planning agents, developers, landowners, residents and others on the Local Plan mailing list.

Appendix 2: Summaries of Responses to Initial Consultation

The table below lists the main issues raised in the consultation responses, the Council’s response and how they informed the preparation of the document.

1. Does the proposed contents list below cover all the topics that should be included in the Historic Environment SPD? In addition which topics should be included within each chapter?

Respondent	Response	Council Response
Aldeburgh Town Council (Ruth Proctor)	Robust enforcement policy is needed. There also needs to be greater focus on the balance between economic and environmental considerations.	The SPD refers to instances where enforcement action may be taken. The draft SPD contains guidance about sustainable energy and construction.
Bawdsey Parish Council (Andrew Rouse)	Energy efficiency should be included under both making changes and the repairs and maintenance sections.	The guidance contained in the chapter about sustainable energy and construction would apply when making changes and in maintenance, and has been put to the front of the document to provide emphasis.
Beccles Society (Paul Fletcher)	The document should include chapters about demolition and new build in conservation areas.	The draft SPD contains guidance about both construction and demolition in conservation areas.
Easton Neighbourhood Plan (Sue Piggott)	Policy should prevent the installation of inappropriate lighting within conservation areas.	The draft SPD provides guidance on the appropriate installation of lighting within conservation areas.
Jill Temperton	There should be a full survey of non-designated heritage assets and this should be considered when deciding planning applications. This survey should include town and parish councils.	The SPD contains guidance that will help to protect and enhance non-designated heritage assets as part of the planning application process, and this references that Non Designated Heritage Assets could be identified through the consideration of a

Respondent	Response	Council Response
		planning application. It also sets out the criteria for identifying non-designated heritage assets.
Leave The Layers Alone (Peter Minta)	The SPD should contain a list of areas of national and local historic importance.	This SPD explains the status and purpose of the various designated heritage assets, such as Listed Building and Conservation Areas, and non designated heritage assets. It would not be feasible to list all of the assets themselves in the SPD.
Little Bealings Parish Council (Carol Ramsden)	There should be a policy regarding redundant buildings in the countryside and a new policy that relates to the conversion of a group of buildings.	Suffolk Coastal Local Plan policy SCLP5.5 (Conversions of Buildings in the Countryside for Housing) and Waveney Local Plan policy WLP8.11 (Conversion of Rural Buildings to Residential Use) both contain policies about the conversion of redundant buildings. The draft SPD contains guidance to support the implementation of these policies.
Melton Parish Council (William Grosvenor)	Contents list is fine.	Support noted.
National Trust (Tessa Lambert)	This SPD should contain guidance about hard landscaping, such as paths and driveways. It should also contain guidance about permeable surfaces.	This SPD contains a chapter about the setting of historic buildings, which includes paths and driveways. Reference is also made to permeable surfaces in light of seeking to reduce run-off.
Paul Clarke	More existing Suffolk Coastal Guidance needs to be retained. There should also be guidance about the following topics: Setting Non-registered gardens Disabled access Redundancy and new uses Use of contemporary design in heritage assets.	These topics are covered in the draft SPD. The SPD retains existing guidance where it is still relevant and consistent with Local Plan policies.

Respondent	Response	Council Response
Southwold Town Council (Jessica Jeans)	Yes	Comment noted.
Suffolk Preservation Society (Bethany Philbedge)	<p>This SPD should provide comprehensive guidance about the historic environment. This should include a definition of the historic environment in the introduction to include the following:</p> <ul style="list-style-type: none"> • Designated Heritage Assets • Non-designated heritage assets <p>Guidance should include:</p> <ul style="list-style-type: none"> • Development within the setting of a listed building • Purpose of conservation area designation and the impact of development upon a conservation area • Requirement for the design and location of highway works, public realm signage, street lighting and the historic environment. 	<p>The draft SPD provides comprehensive guidance about the historic environment and includes information and guidance for both designated heritage assets and non-designated heritage assets.</p> <p>Guidance includes information about the impact of development on the setting of a heritage asset, whether listed or not, the purpose of conservation area designation and the impact of development upon a conservation area.</p> <p>Guidance on lighting is included in the Draft SPD, however highways works themselves and associated lighting and signage are beyond the scope of the SPD.</p>
Theatres Trust (Tom Clarke)	The document should make clear that it only provides general guidance. It should make clear that for specific types of buildings the owner should contact the relevant specialist organisation, such as the	The section on 'purpose' clarifies that the guidance is general. The SPD provides links to information from other organisations where appropriate.

Respondent	Response	Council Response
	Theatres Trust, or consultants with relevant experience.	
Westover Landscape Ltd (Anne Westover)	This SPD should include reference to historic landscape elements, which contribute to the historic environment.	The SPD focuses on providing guidance to support the implementation of the Local Plan policies. The draft SPD explains that landscapes make up part of the historic environment. This SPD includes a chapter about the setting of historic buildings. This discusses how surrounding features contribute to the setting of a historic building. The chapter about parks and gardens and accompanying appendix describes parks and gardens within the district as well as common features of parks and gardens, and provides guidance for them. The section on Conversion of Historic Buildings in the Countryside for Residential Use also provides guidance on considering the building's contribution to the landscape.
Wickham Market Parish Council (Joanne Peters)	This SPD should include guidance about heritage assets that are neither Listed or identified as non-designated heritage assets but which still contribute to conservation areas.	The draft SPD includes reference to buildings that make a positive contribution to a Conservation Area. The guidance provided in relation to Conservation Areas would apply throughout Conservation Areas.

2. Should the above information focus on what is acceptable in terms of planning policy and decisions about planning applications, or should it include practical guidance about repairs and alterations to the historic environment as well?

Respondent	Response	Council Response
Aldeburgh Town Council (Ruth Proctor)	The SPD should include guidance about repairs and alterations. There should also be clarity about minor versus major alterations.	The draft SPD contains guidance about repairs and alterations. It also contains guidance about the types of alterations that may have a significant impact upon a heritage asset.
Bawdsey Parish Council (Andrew Rouse)	This SPD should focus on what types of changes and repairs are acceptable in planning terms.	The draft SPD provides guidance about what changes and repairs are acceptable in planning terms.
Beccles Society (Paul Fletcher)	The SPD should make clear what is required for applications in conservation areas. It should also explain why certain fixtures, such as disabled access, energy saving or rainwater collecting devices, are not acceptable on aesthetic grounds.	The draft SPD contains guidance about energy efficiency and sustainability measures, and ways in which these can be addressed without harming the historic environment. Guidance on disabled access has been included in relation to the guidance on shop fronts.
Easton Neighbourhood Plan (Sue Piggott)	This document should contain planning policy not guidance, which is easily ignored.	This SPD will provide practical guidance to help in the implementation of Local Plan policies, which seek to protect and enhance the historic environment. The SPD itself cannot set policy, however once adopted it will be a material consideration in decision making.
Jill Temperton	This SPD should focus on practical guidance.	The SPD provides guidance on repairs and includes links to websites with further information.

Respondent	Response	Council Response
Leave The Layers Alone (Peter Minta)	This SPD should focus on whether development is necessary on historic sites, including those that are not nationally or locally listed.	The SPD does not consider the principle of development – policies on this are established in the Local Plans – however it provides guidance on what may or may not be acceptable in terms of impacts on the historic environment.
Melton Parish Council (William Grosvenor)	This SPD should highlight the development constraints in conservation areas. It should also contain information about buildings at risk.	The draft SPD contains a chapter about development in conservation areas. Information about buildings at risk is available on the Council’s website, however the SPD is a planning document and focuses on guidance related to development or works to assets that may need consent.
National Trust (Tessa Lambert)	This SPD should explain what planning policy requires, particularly for extensions, conversions of redundant buildings and new shopfronts and signage.	This SPD contains chapters about extensions, conversions of redundant buildings and shopfront design, which explain what is required by relevant planning policies.
Paul Clarke	This SPD could include two sections, one about what is policy compliant and another with practical guidance.	This SPD explains what types of changes and repairs are policy compliant as well as guidance about how they can be undertaken. Links are included in the SPD to other sources of information including on practical guidance.
Southwold Town Council (Jessica Jeans)	This SPD should also include practical guidance about repairs and alterations	This SPD also includes guidance about how repairs and alterations can be undertaken, as well as links to websites with further information.
Suffolk Preservation Society (Bethany Philbedge)	This SPD should encourage development to secure the best outcomes for the historic environment, and not just what is acceptable. This should also include	This SPD provides guidance which will encourage the most appropriate outcomes for the historic environment, however the best way of doing this is likely to vary from case to case. The SPD includes

Respondent	Response	Council Response
	practical information on changes to the historic environment.	examples through the use of photographs and illustrations.
Theatres Trust (Tom Clarke)	This SPD should point users to more specialist advice where that is needed. Focus on policy and decisions could make the document too prescriptive.	The draft SPD includes links to specialist websites where appropriate. Guidance is provided but it does not seek to prescribe what is acceptable in each instance.
Westover Landscape Ltd (Anne Westover)	This SPD needs to explain how to protect landscape features and trees.	The draft SPD includes a chapter about historic parks and gardens, which seeks to protect trees, hedgerows and other landscape features.
Wickham Market Parish Council (Joanne Peters)	This SPD should include practical guidance.	The draft SPD includes a links to other sources of information including practical guidance.

3. Should it provide links to other organisations’ websites to obtain further information? This includes East Suffolk Council department websites such as Building Control.

Respondent	Response	Council Response
Aldeburgh Town Council (Ruth Proctor)	This SPD should include links to the websites of specialist organisations, such as the Suffolk Preservation Society.	This SPD includes links to specialist organisations’ websites where appropriate.
Bawdsey Parish Council (Andrew Rouse)	Practical guidance is best accessed via third party websites or the Building Control portal.	This SPD includes links to sources of practical guidance where appropriate.
Beccles Society (Paul Fletcher)	Links to the websites of other organisations are useful but it must be made clear that they are for information only. There should be emphasis on cooperation and consultation.	This SPD includes links to other organisations’ websites where appropriate. These are provided for information as it is not for the Council to endorse content of other websites.
Easton Neighbourhood Plan (Sue Piggott)	Providing links will further understanding of policy and aid officers in reaching decisions.	This SPD includes links to other organisations’ websites where appropriate.
Jill Temperton	Links would be useful.	This SPD includes links to other organisations’ websites where appropriate.
Leave The Layers Alone (Peter Minta)	Yes	This SPD includes links to other organisations’ websites where appropriate.
Melton Parish Council (William Grosvenor)	Links to websites providing advice and guidance would be useful.	The draft SPD includes links to other organisations’ websites where appropriate.
National Trust (Tessa Lambert)	Yes, a link to specialist organisations’ websites would be helpful.	The draft SPD includes links to other organisations’ websites where appropriate.
Paul Clarke	Yes.	The draft SPD includes links to other organisations’ websites where appropriate.
Southwold Town Council (Jessica Jeans)	The advice published by the Georgian Group, Victorian Society and the Twentieth Century	The draft SPD provides a chapter about information requirements for planning

Respondent	Response	Council Response
	<p>Society should be incorporated into the design policy as a material consideration. Planning applications consistently fail to adhere to the requirements of Local Plan policies.</p> <p>The SPD should:</p> <ol style="list-style-type: none"> 1. Provide clear guidance about information requirements to applicants. 2. Incorporate Historic England and civic society best practice to improve the quality of applications. 3. The incorporation of best practice should reduce demands on planning officers. 	<p>applications. It also provides links to further guidance on the Historic England website where appropriate. The purpose of the SPD is to provide clear guidance on the interpretation of planning policies, for example through reference to good examples.</p>
<p>Suffolk Preservation Society (Bethany Philbedge)</p>	<p>The SPD should include links to the East Suffolk Design and Conservation team pages, as well as Historic England (including notes on the setting and significance of heritage assets), Society for the Protection of Ancient Buildings, the Victorian Society, Georgian Society, Twentieth Century Society and the Ancient Monuments Society.</p>	<p>This SPD includes links to other organisations' websites where appropriate, as well as links to the Design and Conservation Team's webpages.</p>
<p>Theatres Trust (Tom Clarke)</p>	<p>It would be beneficial for theatre owners to engage with the Theatres Trust.</p>	<p>This SPD includes links to specialist organisation websites where necessary.</p>
<p>Westover Landscape Ltd (Anne Westover)</p>	<p>This would seem to be appropriate</p>	<p>The draft SPD includes links to other organisations' websites where appropriate.</p>

Respondent	Response	Council Response
Wickham Market Parish Council (Joanne Peters)	As this will be an online document links to other organisations are in order.	The draft SPD includes links to other organisations' websites where appropriate.

4. Should the SPD include historical contextual information or should this be left out?

Respondent	Response	Council Response
Aldeburgh Town Council (Ruth Proctor)	This SPD should include historical context, preferably in the same document. It is vital that historical information is captured, retained and made available.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.
Bawdsey Parish Council (Andrew Rouse)	Historical information is only necessary to contextualise local planning requirements. Links should be provided to third party websites.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided. Links will be provided to other organisations' websites where appropriate.
Beccles Society (Paul Fletcher)	It will be helpful to illustrate the reasoning behind policies and make the document more user friendly.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.
Easton Neighbourhood Plan (Sue Piggott)	It should definitely include historical contextual information.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.
Jill Temperton	It should be included.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.
Leave The Layers Alone (Peter Minta)	Historical contextual information must be included when considering any sites	The draft SPD includes a section on submitting a planning application which sets out the information to be included.
Melton Parish Council (William Grosvenor)	Historical context would be useful to inform how buildings have developed and add interest.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.
National Trust (Tessa Lambert)	Historical context helps to explain how a policy has been developed. Removal of contextual material may reduce the value of the document.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.

Respondent	Response	Council Response
Paul Clarke	This is potentially a very large topic and it is hard to know what to include. Reference to published sources is favoured.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided. Reference to information available from other organisations is also included.
Southwold Town Council (Jessica Jeans)	Historical context should be included, together with reference to conservation and neighbourhood plan character area appraisals. The latter should be referenced even if the neighbourhood plan has not yet been adopted.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided. There are a number of Neighbourhood Plans under preparation and it isn't appropriate for the SPD to reference specific appraisals, however the SPD does refer to Neighbourhood Plans containing policies on the historic environment and the guidance in the SPD may support the implementation of these. However the Neighbourhood Plan itself is the most appropriate place to take forward any character area appraisals produced for the local area through locally relevant policies.
Suffolk Preservation Society (Bethany Philbedge)	Historic information should be handled on a case by case basis using conservation area appraisals and heritage assessments.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.
Westover Landscape Ltd (Anne Westover)	This would seem to be appropriate.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided.
Wickham Market Parish Council (Joanne Peters)	Historical contextual information should be set out in a separate document.	The draft SPD includes historical contextual information where this is relevant to the guidance being provided. Some information that is presently contained in the

Respondent	Response	Council Response
		Supplementary Planning Guidance documents will not be included but may be published separately (for example the descriptions of the historic parks and gardens).

5. Do you find the use of illustrations helpful in understanding planning and the historic environment?

Respondent	Response	Council Response
Aldeburgh Town Council (Ruth Proctor)	Supports the use of photographs.	This SPD uses photographs (and illustrations) to help explain guidance and policy requirements.
Bawdsey Parish Council (Andrew Rouse)	Diagrams and illustrations can help to explain structural detailing and spatial configurations.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
Beccles Society (Paul Fletcher)	Illustrations can help to explain technical details and make the document more interesting to read. The Beccles Society can let you have access to a number of photos and sketches.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs. The offer of photos and sketches is appreciated.
Easton Neighbourhood Plan (Sue Piggott)	Illustrations always help in understanding planning and the historic environment	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
Jill Temperton	Yes.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
Leave The Layers Alone (Peter Minta)	Yes. Photographic evidence should also be included.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance

Respondent	Response	Council Response
		where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
Melton Parish Council (William Grosvenor)	Yes	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
National Trust (Tessa Lambert)	Yes, the illustrations, particularly in SPG13, are extremely helpful.	This SPD uses photographs and illustrations to help explain guidance and policy requirements. This includes some original illustrations from SPG13.
Paul Clarke	Yes, they can help to clarify a point which might take a lot of text to explain.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
Southwold Town Council (Jessica Jeans)	The use of illustrations is extremely useful and the text should make clear that these are part of the guidance. Illustrations should be used to show best practice, as well as what should be avoided.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs. Care should be taken when using photographs of specific properties and it is not appropriate to highlight identifiable bad examples in this way.
Suffolk Preservation Society (Bethany Philbedge)	Yes – incorporating examples of good and poor practice.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been

Respondent	Response	Council Response
		made of photographs. Care should be taken when using photographs of specific properties and it is not appropriate to highlight identifiable bad examples in this way.
Theatres Trust (Tom Clarke)	Illustrations can help to explain and describe positive improvements.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
Westover Landscape Ltd (Anne Westover)	Yes certainly, sketches, details, photographs are all useful including those that illustrate landscape elements.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.
Wickham Market Parish Council (Joanne Peters)	Yes.	Some illustrations have been retained in the SPD from previous Supplementary Planning Guidance where they are considered valuable in illustrating the guidance, however much more use has been made of photographs.

6. Which of the below sections would most benefit from illustrations?

Respondent	Response	Council Response
Aldeburgh Town Council (Ruth Proctor)	The sections about repairs and alterations will need illustrations, as well the other sections previously covered by SPG13 and SPG14. SPG19 should also be supported by illustrations.	This SPD uses new photos as well as illustrations taken from previous guidance, which have been updated. It should be noted that there is no SPG19.
Bawdsey Parish Council (Andrew Rouse)	You decide. Probably your old SPG13 (circa 1997) could do with sprucing up.	This SPD uses new photos as well as illustrations taken from previous guidance, which have been updated. This SPD will replace SPG13 and makes use of photographs which were not included in SPG13.
Beccles Society (Paul Fletcher)	The 2 sections on buildings and the section on conservation areas.	Guidance about alterations and repairs to buildings and is accompanied by illustrations. The chapter about conservation areas is illustrated through the use of photos.
Easton Neighbourhood Plan (Sue Piggott)	All the sections would benefit from illustrations	Comment noted.
Jill Temperton	Buildings - Making changes & Repairs and maintenance	Guidance about alterations and repairs to buildings is accompanied by illustrations where appropriate.
Leave The Layers Alone (Peter Minta)	Non designated heritage assets	The guidance on Non Designated Heritage Assets does not lend itself to the use of illustrations as there are numerous Non Designated Heritage Assets, of many different types including buildings and structures. However some of the illustrations

Respondent	Response	Council Response
		provided may be relevant to Non Designated Heritage Assets.
Melton Parish Council (William Grosvenor)	All	Comment noted.
National Trust (Tessa Lambert)	The following sections require illustrations. Alterations and extensions Windows, porches and doors Boundaries Shopfront and signage All sections of Undertaking Repairs and Maintenance	These sections are all accompanied by illustrations, where appropriate, as well as the use of photographs.
Paul Clarke	Examples of good and bad practice would add to any section.	The draft SPD uses illustrations to demonstrate good and bad practice, where appropriate.
Southwold Town Council (Jessica Jeans)	Buildings -- make changes. Alterations, extensions, boundary treatments, inserting new windows, gables, dormers	These sections are all accompanied by illustrations, where appropriate, as well as the use of photographs.
Theatres Trust (Tom Clarke)	Windows, porches and doors and shopfronts and signage.	These sections are all accompanied by illustrations, where appropriate, as well as the use of photographs.
Westover Landscape Ltd (Anne Westover)	Probably all of them but the historic park sketches are particularly helpful. Similarly sketches of example non- designated heritage assets would be helpful.	The section about parkland is illustrated with up to date photographs, as well as illustrations taken from SPG6. The guidance on Non Designated Heritage Assets does not lend itself to the use of illustrations as there are numerous Non Designated Heritage Assets, of many different types including buildings and structures.
Wickham Market Parish Council (Joanne Peters)	Almost all of the sections would benefit from illustrations.	The draft SPD uses illustrations to demonstrate good and bad practice, where appropriate.

7. Please let us know if you have any other comments.

Respondent	Response	Council Response
<p>Aldeburgh Town Council (Ruth Proctor)</p>	<p>Will the new SPD refer to area specific policies? Will allocations in Aldeburgh be referenced and incorporated? The new Historic Environment SPD should update and strengthen guidance on climate change to reflect new guidance on flood risk and technology. This SPD should also include guidance about the provision of affordable housing and the proportion of one-bedroom housing.</p> <p>The section about redundant buildings should consider other alternative uses before residential conversion is permitted.</p> <p>There is concern that a single SPD for the whole of East Suffolk will lead to the loss of area specific policies, specifically about economic development in rural areas and tourism. There is concern that the approach taken in the Waveney Development Management policies towards development in rural areas is written from a more urban perspective.</p>	<p>The draft SPD seeks to provide comprehensive guidance for the Historic Environment but does not contain any guidance that is specific to particular parts of the district or allocated sites. The guidance in the SPD would apply to proposals on site allocations where relevant.</p> <p>The draft SPD reflects the policy on conversions of rural buildings as set out in the Local Plans. The policies do not require other uses to be considered before residential and the SPD cannot introduce such a policy. The policy approach reflects the National Planning Policy Framework policy for housing in the countryside.</p> <p>The SPD will not replace policies contained in the Local Plans. Issues concerning economic development and tourism are beyond the scope of this SPD. The Council is separately producing an Affordable Housing SPD.</p>
<p>Bawdsey Parish Council (Andrew Rouse)</p>	<p>Attachment to the main response draws attention to the need to improve the energy efficiency of existing buildings, as well as</p>	<p>This SPD provides information about how to improve the sustainability and energy efficiency of historic buildings. Policies in the Local Plans set</p>

Respondent	Response	Council Response
	improving standards for new buildings. This includes measures to ensure that buildings exceed the standards required by part L of the building regulations. Consideration should also be given to the BREEAM system of certification for new buildings.	requirements for BREEAM. The Council is also preparing a Sustainable Construction SPD.
Beccles Society (Paul Fletcher)	The differences between Listed buildings, buildings in conservation areas and non-designated heritage assets needs to be made clear. There is a need for cooperation and consultation, particularly between the planning department and Suffolk County Council Highway authority. Lack of cooperation has resulted in a proliferation of signage.	This SPD explains the differences between Listed buildings, buildings in conservation areas and non-designated heritage assets. The planning team involves Suffolk County Council as Highway Authority on plan making issues and when deciding planning applications. Road signage on Listed buildings will require Listed building consent.
Easton Neighbourhood Plan (Sue Piggott)	Non-designated heritage assets should be protected to ensure that appropriate materials are used in repair. The example given is of the crinkle crinkle wall in Easton, which extends beyond the conservation area and this section does not receive the same level of protection.	This SPD explains the status of non-designated heritage asset and also provides guidance about the appropriate repair of heritage assets.
Historic England	The Council is encouraged to retain the detailed advice contained within its current suite of SPGs. In particular:	This SPD contains an updated list of Registered parks and gardens. A review of designated landscapes and parks and gardens is beyond the scope of this SPD, although the entries for

Respondent	Response	Council Response
	<ul style="list-style-type: none"> • There needs to be an updated list of Registered Parks and Gardens • There should be a comprehensive review of designated landscapes, which includes parks, town squares, cemeteries, industrial landscapes, institutional landscapes, and seaside esplanades. • The SPD should identify smaller sites for guidance and protection. • The Council should carry out condition assessments of parks and gardens to see if they still merit inclusion on the local list. • Finally, the summary of parkland features in Section 5 is very useful. 	<p>individual parks and gardens have been updated. A more comprehensive review of locally designated parks and gardens could form part of a future Local Plan review, which would enable consideration to also be given to the former Waveney area which does not have a policy equivalent to that contained in the Suffolk Coastal Local Plan covering locally designated parks and gardens. The SPD retains the summary of parkland features.</p>
<p>Jill Temperton</p>	<p>The new SPD should consider the Government’s Design Guide with its ‘Ten Characteristics of Beautiful Places’. Well-designed new homes enhance the surrounding areas and are included in government Guidance. Recognisable streets and tree lined public spaces are also included in the guidelines.</p>	<p>The focus of the SPD is on the historic environment rather than design per se, however includes guidance to help new development protect and benefit the setting of historic buildings and spaces. Wider guidance for design is being considered through Suffolk Design which is a local authority wide project to embed high quality functional design into developments in Suffolk.</p>
<p>Leave The Layers Alone (Peter Minta)</p>	<p>Any potential sites being considered for development should be viewed in the</p>	<p>This SPD includes guidance that helps potential development to protect and enhance historic</p>

Respondent	Response	Council Response
	context of their local and national historical importance.	buildings and their settings. This includes Listed buildings, non-designated heritage assets and conservation areas. The SPD will be a material consideration in the determination of planning applications where relevant, however the SPD itself does not consider proposed sites for development.
Melton Parish Council (William Grosvenor)	Melton Parish cannot comment any further until a full document has been produced.	Response noted. The full draft SPD will be available for public consultation.
Paul Clarke	<p>The new SPD requires an increased emphasis on setting. Setting should be given its own chapter because greater attention to setting improves the quality of development. Change of use leads to the requirement to accommodate more vehicles and the installation of hard surfaces. The guidance should therefore cover:</p> <ul style="list-style-type: none"> • The impact of new surfaces and how this can be minimised. • The choice of materials, scale, layout and detailing of areas which are not part of a designated asset. <p>The SPD should be broadened in scope to include discussion of all managed landscapes that surround historic buildings and not just parks and gardens.</p>	<p>The SPD includes a section providing guidance on the setting of heritage assets. Guidance includes the use of appropriate materials, as well as issues of layout, scale and detailing.</p> <p>The section about the setting of historic buildings is applicable to all areas that surrounding historic buildings, and not just parks and gardens.</p>
Southwold Town Council (Jessica Jeans)	The new SPD should require proposals to improve the character of buildings and places. This should include reinstating lost	This SPD includes practical guidance that helps to implement the historic environment policies contained in the Suffolk Coastal and Waveney Local

Respondent	Response	Council Response
	<p>character and responding to the best of the character area.</p> <p>The SPD should incorporate the new National Design Guide with its emphasis on beauty and delight, context and identity. Proposals affecting heritage assets should be evaluated against NDG criteria unless relevant local or neighbourhood guidance is in place.</p> <p>Southwold’s built heritage is under threat from the proliferation of conversion to holiday lets. Owners view their properties as an income and do not spend enough on repairs that are sympathetic to the area, for example installing UPVC windows. There is a danger that this problem could increase as other owner install UPVC windows on grounds of consistency.</p> <p>Policy should make clear that plastic replacement windows are never acceptable and cannot be justified because they have been installed elsewhere.</p> <p>In Southwold, where land values are high, it should be made clear that owners will retain and reinstate high quality wooden windows. The use of independent experts is also</p>	<p>Plans. This will help to deliver development that protects and enhances existing historic spaces and buildings.</p> <p>The focus of the SPD is on the historic environment rather than design per se. Wider guidance for design is being considered through Suffolk Design which is a local authority wide project to embed high quality functional design into developments in Suffolk.</p> <p>The SPD retains the key criteria of the windows policy for Article 4 areas for guidance to help property owners assess whether replacement or repair of existing windows is preferable. Proposals for replacement windows will be decided on a case by case basis. The guidance from the former windows policy will be retained in areas covered by Article 4 Directions.</p> <p>Proposals to extend apply Article 4 Directions in other parts of East Suffolk are currently being considered.</p> <p>The SPD contains guidance about the setting of historic buildings, which includes the importance of protecting and enhancing spaces surrounding historic buildings.</p>

Respondent	Response	Council Response
	<p>necessary to justify replacement rather than repair of existing windows.</p> <p>The SPD needs to state that the spaces between buildings are an important part of local character. Extensions, together with gables, doors and windows, can disrupt the urban grain and appearance of the area.</p> <p>The revised plastic window policy should be applied to all of east Suffolk and all conservation areas should benefit from Article 4 Directions.</p>	
<p>Suffolk County Council Archaeological Service (Abby Antrobus)</p>	<p>The existing suite of SPGs serves as a good basis for the current guidance review. The use of illustrations is useful and this should continue.</p> <p>The SPD should include reference to archaeological remains and the non-designated heritage assets criteria to link to new/emerging Local Plan policies. There may be some scope to review criteria for assessing importance set out in SPG1, such as consideration of rarity, context and legibility of progression of development of a site.</p>	<p>Guidance in the draft SPD is accompanied by photographs and illustrations.</p> <p>The SPD refers to archaeological remains but clarifies that this is in the remit of Suffolk County Council Archaeological service.</p> <p>The SPD provides guidance about sympathetic repair, alteration and conversion of redundant buildings. Assessment of the value of a barn or farmstead will take place on a case by case basis, and the guidance is framed around the criteria in the relevant policies of the Suffolk Coastal Local Plan and Waveney Local Plan.</p>

Respondent	Response	Council Response
	<p>Suffolk County Council is undertaking a project to capture information about historic farmsteads in the HER and there may be links between this project and the new SPD.</p>	<p>The SPD includes reference to the Historic Environment Record.</p>
<p>Suffolk Preservation Society (Bethany Philbedge)</p>	<p>The SPD should encourage those undertaking development to engage at an early stage with the local planning authority. More specifically:</p> <ul style="list-style-type: none"> • The parks and gardens section should include reference to registered parks and gardens. • Local parks and gardens should be noted under the non-designated heritage asset section. • Suffolk Coastal criteria for identifying non-designated heritage assets should be used to identify more assets, rather than the Waveney Local Lists, which are limited to conservation areas. 	<p>The SPD refers to registered parks and gardens and includes information about locally registered parks and gardens within the parks and gardens chapter.</p> <p>Both the Suffolk Coastal and Waveney Local Plans include a common set of criteria for identifying non-designated heritage assets and these are included in the SPD.</p>
<p>Westover Landscape Ltd (Anne Westover)</p>	<p>Please let me know if I can be of assistance in any way.</p>	<p>Comment noted and appreciated.</p>
<p>Wickham Market Parish Council (Joanne Peters)</p>	<p>The SPD should clearly state the contribution of gardens to the landscape of conservation areas.</p>	<p>The SPD contains a section about development in the setting of a historic building, which includes gardens. This applies to all heritage assets,</p>

Respondent	Response	Council Response
	<p>Guidance about replacement windows in conservation areas is needed.</p>	<p>including those in conservation areas. Individual Conservation Area Appraisals will set out the contribution of gardens at the local level.</p> <p>The SPD retains guidance taken from the Waveney windows policy. This guidance enables property owners to assess whether replacement or repair is preferable. It can be used in areas that are covered by an Article 4 Direction.</p>

Appendix 3: Informal Consultation Social Media



Appendix 4: Formal Consultation Poster and Social Media

 EASTSUFFOLK COUNCIL

Consultation period
7th December 2020 to 5pm 1st February 2021

CONSERVING AND ENHANCING THE HISTORIC ENVIRONMENT

What are we doing?

East Suffolk has a rich historic environment, including a wide range of buildings, structures and landscapes.

We are preparing guidance on the implementation of planning policy related to the historic environment, for those who are either planning new development or making changes, alterations or repairs to an existing property.

Rather than prevent change, the document will provide guidance on making changes and carrying out development in a way that protects and enhances the historic environment.

How can you get involved?

 **GIVE YOUR VIEWS**

Visit the website below to view and comment on the draft Historic Environment Supplementary Planning Document. If you are unable to view it online, please contact us for a copy.

Find out more and give your views:
[www.eastsuffolk.gov.uk/
planning-policy-consultations](http://www.eastsuffolk.gov.uk/planning-policy-consultations)

Alternatively, please send comments to:
East Suffolk Council, Planning Policy & Delivery Team, Riverside, 4 Canning Road, Lowestoft, Suffolk NR33 0EQ

 planningpolicy@eastsuffolk.gov.uk
 01394 444557 / 01502 523029



East Suffolk Council
@EastSuffolk



East Suffolk has an historic environment which is widely recognised as being of very high quality and importance and residents are invited to have their say on a new planning document which seeks to protect and enhance this historic environment:

[eastsuffolk.gov.uk/news/have-your...](https://eastsuffolk.gov.uk/news/have-your-...)



3:15 pm · 7 Dec 2020 · Twitter Web App

Historic Environment SPD – Reminder Post

Posted on 20/01/21

The consultation for the East Suffolk Historic Environment SPD is currently under way. There are just under 2 weeks remaining to submit comments before the deadline on Monday 1st February 2020. <https://eastsuffolk.inconsult.uk/consult.ti/HISTENVSPD/consultationHome>

Appendix 5: Summary of responses to consultation on the Draft SPD

General

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Aldeburgh Town Council (Kevin Webster)	122	The level of detail is to be commended, however it may also make it less useful as guidance for members of the public.	The SPD has been presented to be easy to navigate, such that the level of detail is manageable to all readers.	No action.
Water Management Alliance (Jessica Nobbs)	59	The Board has no comments to make.	Comment noted.	No action.
Michael Thomas	182	The local community has worked hard to ensure heritage assets can be reused and repurposed, and it is a shame to see these plans not come to fruition.	Comment noted. The SPD provides guidance that would be relevant to the re-use of heritage assets.	No action.
Natural England	85	Natural England has no comments to make. Natural England should be consulted if changes are made to the SPD or a full Strategic Environmental Assessment or Habitats Regulation Assessment are required.	Comment noted.	No action.

1. Introduction

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Joanna Barfield	127	<p>Repurposing rather than demolishing buildings has less of an environmental impact and should be encouraged.</p> <p>The local list of NDHAs should be easily accessible from the Council's website.</p>	<p>It is considered appropriate for the SPD to refer to the environmental benefits of reuse of historic buildings.</p> <p>The provision of a local list of NDHAs is outside the scope of the SPD, which is to provide guidance relating to the application of Local Plan policies, however the comment is noted.</p>	<p>Additional text inserted below paragraph 14.1, which encourages the reuse of historic buildings rather than demolition, not only to preserve the heritage but also for the environmental benefits of such an approach.</p> <p>No action.</p>
SCC (Georgia Teague)	176	<p>Suffolk County Council welcomes the changes to the SPD since initial consultation. Request that link to SCC Archaeology be updated, to reflect correct spelling, to: https://www.suffolk.gov.uk/culture-heritage-and-leisure/suffolk-archaeological-service/archaeological-planning-and-countryside-advice/</p>	Support welcomed.	Links to SCC Archaeology have been updated.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Southwold Town Council (Jessica Jeans)	178	<p>Could it be clarified whether ‘historic building’ includes locally listed buildings and undesignated heritage assets?</p> <p>One of the most important principals of the previous SPD was that the sides and back of historic buildings (including locally listed buildings) could be as important as the front.</p>	<p>It is important that the terminology used within the SPD is easily understandable and clearly defined, as such the SPD has been amended accordingly.</p> <p>It is agreed that the side and back of an historic building could be as important as the front of the building.</p>	<p>Paragraph 1.5 has been amended to describe what is meant by ‘historic building’ for the purposes of this SPD.</p> <p>Paragraph 3.5 has been amended to state that the side and back of an historic building could be as important as the front.</p>
Joanna Barfield	125	<p>Agrees that heritage is important for our well-being and this should be a consideration in planning decisions. Supports paragraphs 1.4 and 1.5</p>	<p>Support welcomed. The guidance provided in the SPD will be a material consideration in planning decisions.</p>	<p>No action.</p>
Joanna Barfield	126	<p>Development within Conservation Areas must be seen to enhance the historic environment.</p>	<p>The SPD reflects the policies of the two Local Plans which seek for development to enhance affected heritage assets where possible.</p>	<p>No action.</p>

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Aldeburgh Society (Peter Hill)	124	<p>The SPD is very detailed and perhaps too prescriptive. More general advice would be preferable.</p> <p>Links to referenced material such as planning policies could be more clearly provided.</p> <p>Our historic landscapes and village environments are under great threat of despoilation, whether that be new energy development proposals, Government housing policy, or new permitted development allowing the conversion of modern agricultural buildings of no historic, landscape or architectural merit to be converted to housing. These factors will erode our heritage and need to be resisted.</p>	<p>As the SPD will be a material consideration in the determination of planning applications and applications for listed building consent, it needs an appropriate level of detail.</p> <p>The SPD has been presented to be easy to navigate, such that the level of detail is manageable to all readers, and the Local Plan policies referred to are easily accessible. However, additional hyperlinks have been added.</p> <p>Comment noted - the SPD will be a material consideration in the determination of planning applications and applications for listed building consent.</p>	<p>No action.</p> <p>Hyperlinks have been provided to Suffolk Coastal Local Plan and Waveney Local Plan, as well as made Neighbourhood Plans at paragraph 1.9. Further hyperlinks to Local Plan policies have been made in the policy boxes on each title page.</p> <p>No action.</p>

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council (Mark Knight)	145	Once adopted this Supplementary Planning Document will be a useful tool for the Parish Council and Planning Advisory Group. It is hoped that the guidance is appropriately referenced in the preparation of applications, decision making and reflected in enforcement action where necessary.	Support welcomed. The SPD will be a material consideration in the determination of planning applications and applications for listed building consent.	No action.
Walberswick Parish Council (Mark Knight)	147	The document seems to be an attempt to provide some consistency within the new authority area.	The SPD provides guidance relating to both the Suffolk Coastal Local Plan and Waveney Local Plan.	No action.
Lowestoft Town Council (Sarah Foote)	118	Lowestoft Town Council welcomes the SPD and the extensive detail contained within. The Town Council also seeks to strengthen the protection of the historic environment of Lowestoft through the emerging Lowestoft Neighbourhood Plan.	Support welcomed.	No action.
Woodbridge Society (Alan Vaughan)	114	The Woodbridge Society welcomes this document. However, it is disappointing that the Thoroughfare in Woodbridge is described as Woodbridge High Street in the Introduction.	Support welcomed.	Reference to Woodbridge High Street has been replaced with Woodbridge Thoroughfare.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Broads Authority (Natalie Beal)	86	The SPD reads well and provides useful detail. Whilst it will not apply to the Broads, we do have some comments that we hope are helpful. Generally, we identify areas that could benefit from referring to the Broads. In paragraphs 1.3 and 1.6, please refer to the 'Broads' rather than 'National Park'.	Support welcomed.	Paragraphs 1.3 and 1.6 have been amended to refer to the Broads.
Broads Authority (Natalie Beal)	87	Para 1.7 Section 15 (Repairs and Maintenance) of the document may also be a useful reference for owners of pre-1919 unlisted properties built with traditional construction methods.	Comment noted.	No action.
Broads Authority (Natalie Beal)	88	Paragraph 1.8 – Neighbourhood plans and Suffolk Minerals and Waste Local Plan are relevant to the Broads as well.	It is important that the SPD accurately references policy documents that comprise the development plan throughout East Suffolk, including within the Broads area (albeit that the SPD will not apply in the Broads).	Paragraph 1.9 has been amended to make reference to the fact that the Suffolk Minerals and Waste Local Plan forms part of the development plan in the Broads area.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Natural England	85	Whilst we welcome this opportunity to give our views, the topic of the Supplementary Planning Document does not appear to relate to our interests to any significant extent. We therefore do not wish to comment.	Comment noted.	No action.
Historic England (Andrew Marsh)	61	We welcome and support the contents of this draft SPD which once adopted will assist in the implementation of policies detailed in the Local Plans and Neighbourhood Plans for East Suffolk regarding the historic environment.	Support welcomed.	No action.
Little Bealings Parish Council (Ramsden)	58	The Parish Council supports the SPD.	Support welcomed.	No action.
Great Bealings Parish Council (Dee Knights)	62	The Parish Council fully support the approach being taken and look forward to revising the Great Bealings NP to incorporate those areas where the SPD adds weight and context to our existing policies.	Support welcomed.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Great Bealings Parish Council (Dee Knights)	65	The Parish Council fully supports the SPD's approach to protecting and enhancing the landscape.	Support welcomed.	No action.
Suffolk Preservation Society (Fiona Cairns)	38	Suffolk Preservation Society welcomes the compilation and rationalisation of existing multiple historic environment SPDs. This will make it easier for those engaged in matters affecting the historic environment to find relevant advice.	Support welcomed.	No action.
Marion Wells	30	<p>In paragraph 1.1, 'estuaries' should be added as the Orwell, Deben, Alde and Blyth estuaries are very significant in the landscape, industrial heritage, nature and recreation.</p> <p>In paragraph 1.2, I am not sure what the word 'energy' means.</p>	<p>The estuaries form part of the district's heritage and thus the SPD has been amended accordingly.</p> <p>'Energy' refers to buildings and structures related to energy generation, a number of which exist in East Suffolk. The SPD has been amended to clarify this.</p>	<p>Paragraph 1.1 has been amended to refer to estuaries.</p> <p>Paragraph 1.2 has been amended to provide clarity as to what is meant by 'energy'.</p>

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Bungay Town Council	81	Bungay Town Council support the SPD.	Support welcomed.	No action.
Beccles Society	71	The Beccles Society welcomes the SPD, which provides a helpful amount of detailed advice clearly and concisely.	Support welcomed.	No action.
Beccles Society	73	'Historic Building' is used throughout the SPD but not defined. A clear definition should be provided. A glossary of building, architectural and other technical terms would be helpful.	It is important that the terminology used within the SPD is easily understandable and clearly defined, as such the SPD has been amended accordingly.	Describe what is meant by 'historic building' for the purposes of this SPD.
Beccles Town Council (C Boyne)	82	Beccles Town Council support the SPD.	Support noted.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Norman Castleton	9	I hope the SPD is not a weakened version of previous guidance.	As with previous guidance, the SPD provides guidance on the implementation of adopted planning policies, and the Council's aim is to support the preservation and where possible enhancement of the historic environment.	No action.
Norman Castleton	10	The SPD seems comprehensive, and I hope it is put into practice.	As an SPD, the document will be a material consideration in relevant planning applications and considered by decision makers as such.	No action.
Norfolk County Council	60	Norfolk County Council has no comments to make.	Comment noted.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Barnby Parish Council (Ian Bond)	7	Barnby parish council consider the heritage of Suffolk to arguably be its most valuable asset. We welcome any guidance which would serve to assist planning authorities to protect our environment from poorly considered development and the necessary infrastructure to support it.	Support welcomed.	No action.
Saxmundham Town Council (Jennifer Morcrom)	5	Saxmundham Town Council supports the wish to conserve the historic environment but feels that this should not be at the expense of the improvement and upgrade of homes, particularly in terms of energy efficiency.	The SPD provides guidance relating to the conservation of heritage assets and enhancements in energy efficiency.	No action.
Marine Management Organisation (Georgie Sutton)	4	Reference should be made to the East Inshore and East Offshore Marine Plans, and it should be noted that decisions affecting coastal and maritime historic environments should have regard for the marine plans. The SPD should reflect the relevant marine plan policies, suggested to include: Policies SOC2, SOC3, ECO1, MPA1, CC1, and CC2. The area abutting the River Orwell (Langard Point inland to Ipswich) is within the jurisdiction of the emerging South East Marine Plan, which is due to be adopted in Spring 2021.	The Council agrees that the SPD could refer to the Marine Plans, and the SPD could reflect the status of the Marine Plans in decision making.	Paragraph 1.9 has been amended in order that reference is made the Marine Plans, and a hyperlink provided to the Marine Plans.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Unnamed	3	Pity the convalescent are not still about. This could alleviate bed blocking in hospitals.	Not relevant to the SPD.	No action.

2. Listed Buildings

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Joanna Barfield	129	Too often, historic buildings are allowed to be modernised.	The SPD provides guidance relating to both the Suffolk Coastal Local Plan and Waveney Local Plan. The SPD cannot alter the policy approach set out in the Local Plans.	No action.
Lowestoft Town Council (Sarah Foote)	119	The SPD should include the views of specialist statutory bodies and local historians. Policy alone cannot protect historic buildings and ESC should consider all views on the protection of Listed Buildings when considering planning applications.	In preparing the SPD, ESC has engaged Historic England, the Government’s advisory body on the historic environment, as well as provided opportunities for local historians and other interested persons to engage with the content of the SPD through two consultations. ESC takes account of all relevant comments made in relation to planning applications.	No action.
Walberswick Parish	148	The document provides a sound assessment of the process and implications	Support welcomed.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Council (Mark Knight)		of altering listed buildings, including the penalties for unauthorised work.		
Broads Authority (Natalie Beal)	89	Although it is mentioned in paragraph 2.3, it may be worth repeating in paragraph 2.4 that LBC may be required for internal and/or external works to a listed building.	As noted by the representor, paragraph 2.3 seeks to address this issue, and it is considered that repetition is not necessary.	No action.
Great Bealings Parish Council (Dee Knights)	63	Great Bealings Parish Council fully support the intent of the SPD to preserve and enhance listed buildings. Traffic volume and speed can harm Scheduled Ancient Monuments. It is disappointing that the SPD does not make this point.	Support welcomed.	No action.
Norman Castleton	11	There is a lot of emphasis on listed status. Not all heritage is necessarily listed.	This chapter is concerned solely with listed buildings.	No action.
Norman Castleton	29	Today's builds are, if well designed, the heritage assets of the future.	Comment noted.	No action.

3. Conservation Areas

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Joanna Barfield	130	Conservation Areas must be preserved from inappropriate development.	The Local Plans seek to preserve heritage assets and their settings, and enhance them where possible.	No action.
Paul Cope	131	Overly large buildings, such as supermarkets, should not be permitted within Conservation Areas.	The SPD provides guidance relating to development within conservation areas, and the setting of heritage assets.	No action.
Joanna Barfield	132	Permitting a supermarket within a Conservation Area will destroy the heritage of the area.	The SPD provides guidance relating to development within a conservation area and the setting of heritage assets.	No action.
Aldeburgh Town Council (Kevin Webster)	123	Article 4 directions should be applied to the former Suffolk Coastal area Conservation Areas, as is the case in the former Waveney area.	The SPD cannot identify areas for Article 4 Directions.	Paragraph 3.6 has been amended to highlight where Article 4 Directions are in operation and to provide a link to the Council's website where the locations within East Suffolk with Article 4 Directions in operation are listed.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
				https://www.eastsuffolk.gov.uk/planning/design-and-conservation/conservation-areas/article-4-directions/
Walberswick Parish Council (Mark Knight)	146	The SPD raises awareness for the need for periodic reviews of Conservation Areas and whether Article 4 directions should be applied to former Suffolk Coastal Conservation Areas.	The SPD cannot identify areas for Article 4 Directions.	Paragraph 3.6 has been amended to highlight where Article 4 Directions are in operation and to provide a link to the Council's website where the locations within East Suffolk with Article 4 Directions in operation are listed. https://www.eastsuffolk.gov.uk/planning/design-and-conservation/conservation-areas/article-4-directions/
Walberswick Parish Council (Mark Knight)	149	Paragraph 3.3 does not fully address the requirement to review and update Conservation Area Appraisals. Historic England Advice Note 1 (September 2019) states (at page 39) 'Resources permitting, every five years is ideal, but review frequency will vary according to the development pressures in the local area'.	ESC is required to review Conservation Area Appraisals from time to time. There is no specified time frame set out within legislation or national policy. The SPD therefore accurately reflects legislation and national policy.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council (Mark Knight)	150	The SPD does not make it clear whether further Article 4 directions will be applied to areas within the former SCDC area or not. Guidance from ESC would be welcome.	The SPD cannot identify areas for Article 4 Directions.	Paragraph 3.6 has been amended to highlight where Article 4 Directions are in operation and to provide a link to the Council's website where the locations within East Suffolk with Article 4 Directions in operation are listed. https://www.eastsuffolk.gov.uk/planning/design-and-conservation/conservation-areas/article-4-directions/
Walberswick Parish Council (Mark Knight)	181	Recognition of the significance of historic parks and gardens is welcome but is of less relevance to Walberswick. ESC should acknowledge the contribution of private gardens to conservation areas and the settings of conservation areas.	In determining the extent of conservation areas and in undertaking Conservation Area Appraisals, consideration is given to the contribution made by private gardens. The Walberswick Conservation Area Appraisal recognises the contribution of gardens to the character of the Conservation Area.	Paragraph 3.3 has been amended to clarify the purpose of Conservation Area Appraisals and to emphasise that open spaces between buildings can make important contributions to the significance of Conservation Areas.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Woodbridge Society (Alan Vaughan)	115	Article 4 directions should be applied to the Conservations Areas of the former Suffolk Coastal area, including Woodbridge.	The SPD cannot identify areas for Article 4 Directions.	Paragraph 3.6 has been amended to highlight where Article 4 Directions are in operation and to provide a link to the Council's website where the locations within East Suffolk with Article 4 Directions in operation are listed. https://www.eastsuffolk.gov.uk/planning/design-and-conservation/conservation-areas/article-4-directions/
Woodbridge Society (Alan Vaughan)	117	There is no mention of trees within Conservation Areas. There is a case to strengthen the protection of trees in Conservation Areas.	The SPD cannot strengthen the approach to trees within conservation areas, however the SPD has been amended to provide guidance relating to trees within conservation areas.	New paragraph 15.32 has been inserted to provide guidance relating to trees within conservation areas.
Broads Authority (Natalie Beal)	90	It should be noted that Article 4 directions remove specified permitted development rights, not all rights. It should also be noted why LPAs may adopt an Article 4 direction – in this instance, to remove permitted development rights that may otherwise harm heritage assets. We think there is an additional Article 4 direction	It is important that the role of Article 4 Directions is accurately stated, and for this reason the SPD has been amended. The list of locations within East Suffolk with	Paragraph 3.6 has been amended to clarify that Article 4 Directions only restrict the types of permitted development that are specified in the Article 4 Direction, and also to clarify that Article 4 Directions may be implemented in order to restrict

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
		that is not listed on page 15, which is Oulton Broad – off Boathouse Lane.	operational Article 4 Directions may change after the adoption of the SPD and the list has therefore been replaced with a hyperlink to the Council’s website where Article 4 Directions are identified.	permitted development rights that might otherwise harm heritage assets.
Broads Authority (Natalie Beal)	98	Are some Conservation Areas shared with the Broads? If so, this should be mentioned.	The SPD provides links to the Council’s conservation areas webpage, which lists all the conservation areas within East Suffolk.	No action.
Suffolk Preservation Society (Fiona Cairns)	39	Suffolk Preservation Society hopes that East Suffolk Council will address the imbalance in use of Article 4 directions between the former Suffolk Coastal and Waveney areas, and use all relevant powers, including Article 4 directions, across the district to protect special architectural qualities where appropriate.	The SPD cannot identify areas for Article 4 Directions.	Paragraph 3.6 has been amended to clarify that Article 4 Directions only restrict the types of permitted development that are specified in the Article 4 Direction, and also to clarify that Article 4 Directions may be implemented in order to restrict permitted development rights that might otherwise harm heritage assets.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Marion Wells	31	The spaces between buildings are as important to the nature of the area as the buildings themselves. Infill development or extensions that alter the spaces between buildings should not be permitted.	Paragraph 3.1 mentions the importance of undeveloped areas to the significance of Conservation Areas, for example Marlesford Conservation Area. However, to provide clarity as to the purpose of Conservation Area Appraisals and note the importance of the spaces between buildings to the significance of conservation areas, paragraph 3.3 has been amended.	Paragraph 3.3 has been amended to clarify the purpose of Conservation Area Appraisals and to emphasise that open spaces between buildings can make important contributions to the significance of Conservation Areas.
Beccles Society	79	It would be helpful to provide a list of all Conservation Area appraisals and links to the ESC website where these are located.	As the conservation areas within East Suffolk and their appraisals may change as they are reviewed, it is not appropriate to list each of the current ones in the SPD	Paragraph 3.3 has been amended to include a link to the Council's Conservations Area Appraisals webpage.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			however a link to the Council's Conservation Area webpage can be included.	
Norman Castleton	12	Perhaps the coast should be designated as a Conservation Area, for example Sizewell.	The SPD cannot designate conservation areas.	No action.
Norman Castleton	13	The Coves?	The SPD cannot identify areas for Article 4 Directions.	No action.

4. NDHAs

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Joanna Barfield	133	Publish a list of NDHAs on the ESC website.	It is not within the scope of the SPD to publish a list of NDHAs, however the comment is noted.	No action.
Walberswick Parish Council (Mark Knight)	151	Supports the clarification that it is very likely that buildings and structures identified in Conservation Area Appraisals as contributing positively to the significance of the Conservation Area may meet the criteria for NDHA listing set out in Appendix 1 to the SPD.	Support welcomed.	No action.
Lowestoft Town Council (Sarah Foote)	120	The Town Council would welcome any detail on local listing, and ask why there is no definitive and accessible process for adding to the list.	It is not within the scope of the SPD to identify NDHAs, however Appendix 1 of the SPD shows the Council's criteria for identifying NDHAs that are buildings or structures. Paragraph 4.2 explains how NDHAs can be identified.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Broads Authority (Natalie Beal)	91	Paragraph 4.2 – and through the Neighbourhood Plan process?	NDHAs can be identified through the Neighbourhood Plan process and as such the SPD has been amended accordingly.	Paragraph 4.2 has been amended to clarify that NDHAs can be identified through the Neighbourhood Plan process.
Great Bealings Parish Council (Dee Knights)	64	Fully support the proposals for NDHAs.	Support welcomed.	No action.
Suffolk Preservation Society (Fiona Cairns)	40	Welcomes the adoption of the NSHA criteria.	Support welcomed.	No action.
Beccles Society	76	There is no clarification as to whether members of the public can establish whether a building or structure is listed as an NDHA or not. The 2012 Waveney DC Built Heritage and Design SPD provided an email address for such queries relating to local listings, and there needs to be the equivalent in the current draft.	It is important that members of the public are aware of who they can approach to discuss heritage related matters. The SPD has been amended accordingly.	Additional text has been inserted below paragraph 4.5, providing the email address for enquiries as to whether a building or structures is an NDHA. The Design and Conservation Team email address has also been added to the back page of the SPD.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Norman Castleton	14	I would regard the North Denes of Lowestoft (or what is left of it) a heritage area because it is designated by two covenants which ought to be recognised.	It is not within the scope of the SPD to identify NDHAs.	No action.

5. Historic Parks and Gardens

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Joanna Barfield	137	Locally important parks in the former Waveney area should be identified in the Local Plan. Millennium Green and Town Park in Halesworth are both at risk from the development of a new supermarket. This will lead to increased air, noise and light pollution and will impede historic views of the town.	The Millennium Green and Town Park are identified as open space under policy WLP8.23. The impact of a new supermarket will be considered through the planning application process.	No action.
Walberswick Parish Council	152	Recognition of the significance of historic parks and gardens is welcome but is of less relevance to Walberswick. ESC should acknowledge the contribution of private gardens to conservation areas and the settings of conservation areas.	Comment noted, however this point on private gardens is more relevant to the section on Conservation Areas than on parks and gardens which are	Extra text inserted after paragraph 5.11 to clarify that private gardens are an important part of many conservation areas. Text added to Chapter 3 to explain the role of Conservation Area Appraisals.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			generally large expanses of parkland.	
Broads Authority (Natalie Beale)	92	Questions whether Somerleyton Park should be listed as a registered park and garden in paragraph 5.5.	The text has been amended to make reference to Somerleyton Park which is registered.	List in paragraph 5.5 amended to include reference to Somerleyton Park.
Great Bealings Parish Council	66	Revision of Great Bealings Neighbourhood Plan could provide the opportunity to seek protected status for the parkland surrounding Bealings House.	Local Plan policy SCLP11.6 explains that neighbourhood plans can identify non-designated heritage assets. This may provide the opportunity to identify parkland if they meet the NDHA criteria.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Suffolk Preservation Society	41	Paragraph 5.10 should say that a future Local Plan will (not could) provide an opportunity to identify parks and gardens across the whole of East Suffolk. The inconsistency in recording and managing parks and gardens between the two former districts needs to be addressed.	It is possible that a future Local Plan could provide an opportunity to identify new parks and gardens, but there are no firm plans to do this. Therefore, the existing wording will be retained.	No action.
Trimley St Martin Parish Council	57	The document should include a broader range of parkland. The parkland surrounding Grimston Hall (grade II listed) is in need of attention.	The Historic Environment SPD focuses on the protection of locally and nationally Listed parks and gardens. However, much of the guidance could also be of relevance to other parks and gardens, and any proposals affecting the setting of a Listed Building would also be considered in that context. Proposals will be considered on their own merits.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Marion Wells	32	Public rights of way across parks and gardens must be retained.	Public rights of way already receive statutory protection and their maintenance is administered by Suffolk County Council.	No action.
Marion Wells	33	Ancient Rights of Way should be reinstated. It would provide a history of how the land was traversed by the local population.	Rights of Way are the responsibility of Suffolk County Council. Pedestrian connectivity will be considered in planning applications however it is not within the remit of this SPD to set out guidance on reinstating Rights of Way.	No action.
Norman Castleton	15	Building in public or private gardens should be more tightly controlled.	National and Local Planning policies seek to protect heritage assets, including parkland, as part of the development process. This document provides guidance which will help to ensure that new buildings within	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			<p>parkland will be carefully considered and sensitive to their surroundings. Proposals for development in private gardens will be considered on a case-by-case basis in accordance with national and Local Plan policies.</p>	
Norman Castleton	16	Development of the above sites should be tightly controlled.	<p>National and Local Planning policies seek to protect heritage assets, including parkland, as part of the development process. This document provides guidance which will help to ensure that new buildings within parkland will be carefully considered and sensitive to their surroundings.</p>	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Norman Castleton	17	Good advice for future management.	Comment noted.	No action.

6. Building Principles

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council (Mark Knight)	153	Sound advice regarding the repair and conservation of historic structures. Paragraph 6.3 is particularly relevant.	Support welcomed.	No action.
Beccles Society	72	Support paragraph 6.1-6.4.	Support welcomed.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Norman Castleton	18	Local expertise is also important.	It is not considered necessary for the expertise be local.	No action.

7. Sustainable Energy and Construction

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	154	It is useful to see measures that will help East Suffolk Council achieve its objective of becoming carbon neutral by 2030. Blanket restrictions are difficult to apply to a historic building. However, information about insulation and different types of renewable energy are useful and relevant to the village.	Proposals to improve the energy efficiency of heritage assets will be considered on a case-by-case basis. Guidance on sustainable energy and construction will be considered alongside other elements of the SPD where relevant. The purpose of this guidance is to ensure that proposals improve the energy efficiency of a historic building	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			where possible while also preserving the historic features that make it unique.	
Broads Authority (Natalie Beale)	93	Para 7 - A section about underfloor heating is needed. Section 7 – Need to explain the embodied energy contained within a historic building. Need to explain how historic buildings are different in terms of their need for ventilation and permeable surfaces. Might be worth referring to ‘whole house retrofit approach’.	Text amended to include information about underfloor heating, embodied energy and the differences between historic and modern buildings. However, specific reference to whole house retrofit has not been included due to the potential for damage to historic buildings.	Guidance on underfloor heating added.
Broads Authority (Natalie Beale)	94	Paragraph 7.13 – check whether solar panels are permitted development.	Solar panels are covered by permitted development unless affixed to a listed building or building situated in a conservation area.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Broads Authority (Natalie Beale)	95	Paragraph 7.30 – ‘The building is not listed’ appears twice.	Second reference to ‘The building is not listed’ has been deleted.	Second reference to ‘The building is not listed’ has been deleted in paragraph 7.30 (now paragraph 7.33).
Joanna Barfield	138	The principles outlined in paragraphs 7.2 and 7.3 are vital to sustainable construction and should be applied to all new developments.	Comments noted. Local plan policies promoted sustainable construction in all development, but the focus of this SPD is the historic environment. The Council is currently also producing a Sustainable Construction SPD.	No action.
Lowestoft Town Council (Sarah Foote)	134	Lowestoft Town Council declared a climate emergency in 2019 and seeks to mitigate the effects of climate change in all of its work. The Town Council therefore supports sustainable energy and construction.	Comments noted.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Woodbridge Society (Alan Vaughan)	116	Guidance could be strengthened by encouraging the use of solar tiles.	Paragraph 7.21 makes reference to the use of solar film and solar tiles, which have less impact on the appearance of a historic building.	No action.
Suffolk Preservation Society	42	Illustrations of insulation material being installed would be useful. Paragraph 7.8 needs greater clarity about 'correct materials'.	Paragraph 7.8 (now paragraph 7.10) amended to include examples of appropriate materials. With this addition, photos are not considered necessary.	Paragraph 7.8 (now paragraph 7.10) amended to include examples of appropriate materials.
Suffolk Preservation Society	43	Paragraph 7.45 should make clear that in the case of nationally strategic infrastructure projects adopted policy will carry very little weight.	National Policy Statements are given primary importance when considering nationally strategic infrastructure projects. However, Local Plan policies are given consideration where the National Policy Statements are silent. Local Plan policies are also considered as part	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			<p>of the Local Impact Report, which is an assessment of the impact of a scheme. Policy SCLP3.4 has been included in the Suffolk Coastal Local Plan to set out the themes which would form part of the Council's response as a consultee, and includes the historic environment.</p>	
Suffolk Preservation Society	44	Paragraph 7.46, line 6 should be modified because bird and bat boxes are de-minimus.	This sentence will be retained because Listed Building Consent is required for bird and bat boxes on listed buildings.	No action.
Marion Wells	34	Questions whether swift boxes are problematic on historic buildings.	Swift boxes as acceptable provided that they are installed so as not to impact upon the significance and appearance of a historic building.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Beccles Society	77	Paragraph 7.16 requires a fuller reference in order to find guidance from Historic England.	Paragraph 7.16 (now paragraph 7.19) amended to provide a complete reference to Historic England guidance.	Paragraph 7.16 (now paragraph 7.19) amended to provide a complete reference to Historic England guidance.
Beccles Society	78	Suggests that the maximum capacity of an air source heat pump should be 0.6 cubic metres.	Amend text in paragraph 7.27 to read 0.6 cubic metres.	Text in paragraph 7.27 amended to read 0.6 cubic metres.
Norman Castleton	21	Good controls and advice.	Comment noted.	No action.
Norman Castleton	19	The guidance should take account of extreme weather events.	Paragraphs 7.40 and 7.41 provide guidance about adapting to climate change, in particular protecting homes from flooding.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Norman Castleton	20	Comprehensive guidance.	Comment noted.	No action.
Sarah Barrett	8	Hemcrete could be used to improve the thermal efficiency of buildings. It could be used as a replacement for wattle and daub.	Council guidance can provide advice about suitable materials but cannot recommend particular products. Existing wattle and daub should always be retained where possible. Where repair of wattle and daub is not possible then replacement should be made using the same materials.	No action.

8. Extending and Historic Building

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Lowestoft Town Council (Sarah Foote)	135	Lowestoft Town Council supports the retention of original design features in windows.	The Historic Environment SPD states that the retention of historic materials and design features is always preferable to replacement with new windows.	No action.
Walberswick Parish Council	159	Supports limiting the number of dormers and rooflights to one or at most two in paragraph 8.25. Highly relevant to Walberswick.	Support welcomed.	No action.
Walberswick Parish Council	160	Paragraphs 8.27-31 make many points that are of relevance to planning applications in the village.	Comment noted.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	161	Paragraphs 8.34-38 emphasise the importance of small buildings that have not yet been extended. This is relevant to Walberswick and will help determine applications for works to smaller structures.	Comments noted.	No action.
Walberswick Parish Council	162	Paragraphs 8.49-59 spell out criteria for glazed rooms and infills. It is positive that East Suffolk Council recognises the need for control and scrutiny and the damage that can be done by poor design. This is relevant to some buildings in Walberswick.	Comment noted.	No action.
Walberswick Parish Council	155	Paragraph 8.6 states that an extension should be built from materials that match the original, but this point is superfluous because all works to historic buildings should complement them. Paragraph 8.10 makes reference to the setting of an asset, which is welcome.	It is important to ensure that the materials used in the construction of an extension match those in the original building. This will help to ensure that the extension is in keeping with the original building. Explaining this in the SPD gives some weight as a material consideration even if it appears superfluous.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	156	Paragraphs 8.11 and 8.12 are welcomed because they state the importance of professional advice and understanding the significance and impact of the work proposed.	Support welcomed.	No action.
Walberswick Parish Council	157	The section covering materials and details is a brave attempt to cover a complex subject.	Comment noted.	No action.
Walberswick Parish Council	158	Paragraph 8.18 is relevant to Walberswick, which has seen its building stock eroded by poorly detailed replacement windows.	Comment noted.	No action.
Suffolk Preservation Society	46	Paragraph 8.20 requires illustration of a pentice board and bell-mouth render.	It is agreed that illustrations would be helpful here.	Illustrations of a pentice board and bell-mouth render have been inserted in paragraph 8.20.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Suffolk Preservation Society	47	Paragraph 8.21 requires illustrations of boxfoot eaves and clubfoot ends.	It is agreed that illustrations would be helpful here.	Illustrations of box-out eaves and clubfoot ends have been inserted in paragraph 8.21.
Suffolk Preservation Society	48	Illustrations are needed to explain how to extend different types of building.	Examples of successful extensions are provided in the SPD.	No action.
Suffolk Preservation Society	45	Paragraph 8.19: Last line should read 'an' not 'and'.	Agreed.	Final sentence of paragraph 8.19 amended to read 'an' not 'and'.
Beccles Society	74	Simple line drawing could be used more often: paragraph 8.28-30 (describing extensions to historic buildings).	Examples of successful illustrations are provided in the SPD, along with the use of photographs.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Norman Castleton	22	Covers most situations.	Comment noted.	No action.

9. The setting of Historic Buildings

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Westerfield Parish Council	121	The parish council supports the guidance in chapter 9. Many buildings depend on their settings for their significance. The setting of buildings is lost too easily and is often of greater significance than the building itself.	Comments noted.	No action.
JT Hancock Associates	177	The features of major developments, such as access roads and street lighting, may affect the wider setting over a larger distance. This in turn could have an impact upon the setting and significance of a historic building.	The focus of this chapter is on smaller works that affect the immediate settings of historic buildings. However, reference is also made to the potential impact of large-scale	Text added to paragraph 9.2 to state that the focus of this chapter is on smaller works that could affect the immediate settings of historic buildings. An explanation has been added to paragraph 9.3 in this respect.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			developments on the wider landscape.	
Joanna Barfield	139	Halesworth Thoroughfare is an important setting for many historic buildings. This is crucial when considering development proposals and a supermarket in the vicinity will not be appropriate.	The application for a new supermarket will be dealt with through the development management process and is beyond the scope of this consultation. The SPD will become a material consideration once adopted for relevant applications.	No action.
Joanna Barfield	140	Front gardens being paved over adds increases flood risk and habitat loss.	This Historic Environment SPD seeks to protect historic buildings and their settings, as well as to promote the use of materials that protect wildlife habitat and reduce the risk of flooding. Paragraph 9.24 encourages the use of permeable materials.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	163	This section is of relevance to buildings in Walberswick. The document contains information about the impact of outbuildings, walls, driveways, fences, railings and gates. It contains useful guidance about setting and the need for quality.	Comments noted.	No action.
Marion Wells	35	Gates and fences should be limited to 1.5 metres in height to enable the public to glimpse historic properties.	Gates and fences vary in height and some are an important part of the setting of a historic building. They can also form a part of the listing. Therefore, it is not appropriate to set a standard limit on the height of either.	No action.
Beccles Society	75	Simple line drawing could be used more often: paragraph 9.30 (describing various styles of fencing).	Photos are considered to provide better illustration of the points in paragraph 9.30.	No action

10. Windows, Doors and Porches

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Lowestoft Town Council (Sara Foote)	136	Supports the retention of original features on windows but also suggests that more consideration should be given to energy conservation.	The Historic Environment SPD provides guidance about energy conservation and how it can respect the character and appearance of an historic building. This includes through the appropriate installation of insulation, the maintenance and repair of windows (see chapter 10) and efficient sources of energy (see chapter 7).	No action.
Joanna Barfield	141	It is important to encourage the use of local historic paint colours.	Guidance in chapter 10 seeks to retain existing historic materials where possible and to encourage the use of colours that are sympathetic with the rest of the building.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Southwold Town Council (Jessica de Grazia Jeans)	179	Page 57 should specify criteria for when UPVC windows might be acceptable in conservation areas.	It is agreed that this explanation would be helpful.	Additional text has been inserted into paragraph 10.8 to state when UPVC is acceptable within conservation areas.
Joanna Barfield	142	Rooflights are not always appropriate on a historic building.	The Historic Environment SPD suggests that the installation of rooflights will only be acceptable in certain limited circumstances.	No action.
Southwold Town Council (Jessica de Grazia Jeans)	180	Page 62 text should specify that 'high quality authentic' does not include plastic windows.	The text about window replacement has been re-drafted to provide more guidance about the types of replacement windows that are acceptable.	The text about window replacement has been re-drafted to provide more guidance about the types of replacement windows that are acceptable.
Joanna Barfield	143	See previous comments about paint finishes.	Guidance in chapter 10 seeks to retain existing historic materials where possible. Paragraph 10.30 (now paragraph 10.34) states that new paint and varnish on doors should be sympathetic to the	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			appearance of a historic building.	
Walberswick Parish Council	164	This section is particularly relevant to Walberswick. With regard to 10.1, alterations can be made without consent unless a building is listed or there is an Article 4 Direction. This section contains further information about doors and porches, windows and rooflights.	Comments noted.	No action.
Broads Authority (Natalie Beale)	96	Issue of UPVC requires discussion. Timber is traditionally used in the area and is sustainably sourced. Timber enjoys many of the same benefits as UPVC, such as improved seal and double glazing. UPVC does not weather with age and remains prominent. Manufacturing processes means that UPVC frames will appear bulky. A slimmer profile window can also improve the flow of light into a building. 10.1 Permitted development does not apply in blocks of flats, flats over shops or business premises. A change in windows and doors needs planning permission in some instances.	The SPD seeks to encourage the retention of existing wooden windows where possible. Replacement windows should use the same materials as the original where possible. The SPD states that UPVC will not be supported on listed buildings but may in some cases be supported in conservation areas, and advice is provided on replacing windows.	Extra sentence (paragraph 10.1 added) to take account of restrictions to permitted development.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Broads Authority (Natalie Beale)	97	Para 10.8-9 Suggests recommending retention of historic timber because it is slower grown and of a higher quality than more modern timber.	It is agreed that the SPD should favour the retention of historic timber.	Text amended in paragraph 10.8 (now 10.9) to favour the retention of historic timber.
Paul King	37	There should be greater awareness about the importance of retaining original wooden windows. UPVC windows should only be permitted in instances where the original window has already been removed and replaced with an unsympathetic replacement. Wooden replacements should be used where possible.	SPD guidance states that existing windows should be retained where possible. Replacement windows should be made of the same materials and using the same designs as the windows to be replaced. The new text in paragraphs 10.26 – 10.29 provides guidance on this.	No action.
Beccles Society	80	Greater clarity regarding the criteria for replacement windows is required, especially paragraph 10.26.	It is agreed that the SPD could better explain the approach to considering replacement windows by providing an explanation of what would be acceptable rather than a series of questions.	The text of this section has been re-drafted to provide greater clarity about the types of replacement windows that are acceptable.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Unnamed	1	Slimline windows can be used within historic window frames to retain their original appearance, including where there are intermediate glazing bars. Sash and casement frames are often no more expensive than UPVC.	Paragraph 10.7 (now paragraph 10.8) notes that slimline double-glazed windows can be acceptable if suitably detailed.	No action.
Unnamed	2	A bespoke timber door is often cheaper than a non-timber door because it will not require a new frame. A timber door will also match the original door and those in the surrounding area.	Paragraphs 10.27-34 (now paragraphs 10.31-38) state that it is preferable to retain the existing historic door where possible and it states that historic doors are always better replacements than modern mass-produced alternatives.	No action.

11. Conversion of historic buildings in the countryside

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Paul Cope	128	The character of many villages is changing. Busy agricultural areas are now used for residential and leisure purposes by wealthy people who can afford to convert properties.	Comments noted.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Joanna Barfield	144	Too many agricultural buildings have been converted to residential uses which has altered the character of where we live.	Local Plan policies provide opportunities for conversions of buildings that have value, either in the landscape or with architectural merit. Otherwise, these buildings may be lost.	No action.
Walberswick Parish Council	165	This section is of less relevance to Walberswick but the guidance about redundancy, local distinctiveness and design principles are useful.	Comments noted.	No action.
Broads Authority (Natalie Beale)	101	Paragraph 11.20 – Suggests mentioning The Broads.	Agree it would be appropriate to mention the Broads as an example.	Paragraph 11.17 amended to make mention of The Broads as an example.
Broads Authority (Natalie Beale)	102	Paragraph 11.24 – Alterations that reinstate lost features may be acceptable.	It is agreed that this could be acceptable.	Paragraph 11.24 (now paragraph 11.25) amended to state that alterations that reinstate lost features may be acceptable.
Broads Authority (Natalie Beale)	99	Paragraph 11.7 – PD rights relating to change of use from agricultural to residential do not apply in Broads Authority area.	Comments noted.	No action.
Broads Authority	100	Paragraph 11.17 – Perhaps mention the Broads Landscape Character Assessment	It is agreed that this could be relevant where a proposal is in	Paragraph 11.17 amended to make reference to The Broads Landscape Character Assessment and

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
(Natalie Beale)		because a property could be surrounded by the Broads area.	the setting of the Broads.	Neighbourhood Plan landscape character assessments.
Great Bealings Parish Council	68	Design should take account of setting and street scene. The intersection of landscape and built environment helps to create local character. Fully supports the SPD in this regard.	Paragraphs 11.18-23 provide guidance about the contribution of a converted building to the wider landscape.	No action.
Great Bealings Parish Council	69	The conversion of outbuildings, redundant buildings and agricultural dwellings to residential use are major issues in the context of a village. Uncontrolled conversions can have an adverse impact on the streetscape and so should be subject to the same planning and building regulations as a new build.	Suffolk Coastal Local Plan policy SCLP5.5 (Conversions of Buildings in the Countryside for Housing) and Waveney Local Plan WLP8.11 (Conversion of Rural Buildings to Residential Use) both provide planning policy about the conversion of rural dwellings to residential use. Chapter 11 of the Historic Environment SPD provides further practical guidance about this topic. The SPD cannot set new policies.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Suffolk Preservation Society	49	Links to Historic England guidance would be helpful in paragraph 11.9.	Agree that this would be helpful.	Link to Historic England guidance inserted into paragraph 11.9.
Suffolk Preservation Society	50	Paragraph 11.32 should also state that a structural engineer should have relevant experience, including working with vernacular building, traditional construction and materials. A suitably skilled engineer is required to avoid damage to a building.	Agree that a structural engineer must have relevant experience, including with vernacular building, traditional construction and materials.	Paragraph 11.32 (now paragraph 11.33) amended to state that a structural engineer must have relevant experience, including with vernacular building, traditional construction and materials.
Suffolk Preservation Society	51	This section should state that some buildings are located within the AONB and refer to the AONB management plan, which provides advice about adapting/converting buildings in the designated landscape.	It is agreed that reference to the AONB Management Plan would be appropriate. The AONB Management Plan is a material consideration in decision making.	Document amended in paragraph 11.23 to make reference to AONB management plan, together with links.

12. Lighting, security and satellite apparatus

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council (Mark Knight)	166	Clarification that care needs to be taken in Conservation Areas is supported. So too are the sections on lighting and security apparatus.	Support welcomed.	No action.
Broads Authority (Natalie Beal)	103	<p>Paragraph 12.14 should be first, to demonstrate importance of considering whether lighting is needed.</p> <p>Suggest referring to the benefits of dark skies. It should be stated that the Broads has intrinsically dark skies and there should be no impact of a scheme on the dark skies of the Broads.</p> <p>Lighting should point down, rather than up which can happen on older buildings. But equally, when pointing down, need to think about the surface and the issue of reflection.</p> <p>Paragraph 12.16 should refer to light trespass.</p>	<p>It is considered important to clarify that the need for new lighting should be considered at the outset, and the SPD has been amended accordingly. It is not considered necessary to put paragraph 12.14 first as the preceding paragraphs provide context to this section of the guidance.</p> <p>It is not considered necessary to refer to dark skies as this is a matter related more closely to landscape</p>	Paragraph 12.1 has been amended to clarify that consideration should be given to whether lighting (or other equipment) is needed.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
		<p>Suggest 'external artificial lighting' should be the overall term referred to throughout this chapter, rather than 'security lighting'.</p> <p>If lighting is needed for security, perhaps the security issue should be stated, and how the proposed lighting design will provide security.</p>	<p>matters than heritage, and is therefore not within the scope of the SPD.</p> <p>The SPD provides clarity that lighting should be limited to that which is necessary and be focussed on the architectural features proposed to be illuminated. It is not considered that either pointing up or down would be appropriate in all cases as this will depend on the purpose of the lighting and the heritage asset. However, for shop fronts this is considered appropriate (see comments on Chapter 13 below).</p>	

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			<p>The wording provided in the SPD is considered appropriate as security lighting is a generally acknowledged term for lighting that provides a security function. Paragraph 12.12 explains that this section is not solely about security lighting.</p> <p>The focus of the SPD is to provide guidance relating to heritage matters rather than whether proposed lighting would deliver the desired security outcomes.</p>	
Broads Authority (Natalie Beal)	105	Paragraph 12.21 needs to be much earlier in this chapter.	It is considered that paragraph 12.21 is appropriately positioned as it follows from paragraph 12.20.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Broads Authority (Natalie Beal)	106	<p>Paragraph 12.24, guidance should ask ‘are there other means of mitigating the security risk? For example, a sign stating that CCTV is in operation, a managed approach with an increased physical presence on site’, rather than installing CCTV as a first step.</p> <p>Paragraph 12.27, as well as being small and in dark colours, CCTV cameras should make use of wireless technology wherever possible.</p>	<p>It is considered that paragraph 12.24 provides appropriate guidance. Signs for example could be more harmful in some cases.</p> <p>It is agreed that the use of wireless technology may cause less harm to heritage assets, and therefore the SPD has been amended accordingly.</p>	<p>No action.</p> <p>Paragraph 12.27 has been amended to reflect positive support for wireless CCTV.</p>
Great Bealings Parish Council (Dee Knights)	70	We support the intent set out in the SPD to monitor and if appropriate control external lighting in a rural location.	The SPD provides guidance relating to the installation of external lighting apparatus on or affecting heritage assets. This would	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			apply in rural and urban areas.	
Suffolk Preservation Society (Fiona Cairns)	52	Chapter 12 would benefit from a selection of images to illustrate the advice that is provided. There is not a single image in this section which limits the effectiveness and accessibility of this chapter of the guidance.	Images can clearly illustrate the guidance provided, and it is agreed that an image would be helpful.	A suitable image has been added to this chapter in order to add clarity to and reinforce the guidance.

13. Shopfronts and Signage

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	167	Shopfronts and signage within a conservation area would normally require planning permission. This section draws heavily on the Lowestoft Shopfront Guide and is more relevant to urban areas. However, there are some sections that are relevant to Walberswick.	Comments noted.	No action.
Broads Authority	108	Para 13.46-49: Traditionally neither bright whites nor true blacks were used. Off	Comments noted. However it is not considered that	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
(Natalie Beale)		whites and very dark colours that appeared black were used.	amendments are needed as the paragraphs are making general comments about colours rather than setting out a palette of appropriate colours.	
Broads Authority (Natalie Beale)	109	Para 13.50-52: The material used can have a big impact.	Comment noted.	No action.
Broads Authority (Natalie Beale)	104	Care needs to be taken. Questions firstly whether lighting is needed. Maybe refer to the benefits of a dark sky. There should be no impact on the dark skies of the Broads. Lighting should point down and consideration should be given to the issue of reflection and surface. Para 12.16 should refer to the angle of lighting and the issue of light trespass. Security lighting should be referred to as external artificial lighting. State that one of its uses is to address security. Owners should state what the lighting is actually needed for and how their proposed lighting will address this.	It is agreed that the SPD could provide further guidance on shopfront lighting. These comments are also considered under Chapter 12 where not related to shopfronts.	Extra paragraph added to the end of illumination section after paragraph 13.79 to state that shopfront illumination should not impact upon neighbouring shops and properties and the surrounding area and that lighting should also point down rather than up, so as to minimise light pollution.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Broads Authority (Natalie Beale)	107	Para 13.41 needs to state that UPVC will rarely be considered appropriate for shopfronts in a historic context.	It is agreed that UPVC will rarely be considered appropriate on an historic shopfront.	Paragraph 13.41 amended to state that UPVC will rarely be considered appropriate on an historic shopfront.
Suffolk Preservation Society	53	Paragraph 13.6, sentence 2: There is a stray 'of a'.	Paragraph 13.6, sentence 2 amended to remove 'of a'.	Paragraph 13.6, sentence 2 amended to remove 'of a'.

14. Demolition

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	168	The document makes clear the process for demolishing a listed building.	Comment noted.	No action.
Walberswick Parish Council	169	Paragraphs 14.5-13 are useful in understanding the criteria and process for demolition of a non-designated heritage asset, as well as the significance of a building and impact that demolition would have.	Comment noted.	No action.
Broads Authority (Natalie Beale)	110	Section 14 – suggests considering the embodied energy of buildings in terms of climate change and carbon dioxide emissions.	It is agreed that it is relevant to make reference to embodied energy, as a sustainability benefit of	Text inserted after paragraph 14.5 (now paragraph 14.6) to make reference to embodied energy.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
		<p>Para 14.1 - All points listed need to be met or it should be made clear how the public benefits will exceed the harm of that loss and that the loss is required to achieve these benefits.</p>	<p>retaining an existing building.</p> <p>This is consistent with the policy in National Planning Policy Framework paragraph 195. It is agreed that all points listed should be met for demolition to be acceptable.</p>	<p>Paragraph 14.1 amended to state that all criteria should be met for demolition to be acceptable.</p>
Suffolk Preservation Society	54	<p>Paragraph 14.12 should be expanded to emphasise the importance of NDHAs and the Council’s requirement for a thorough assessment of adopted criteria. More positive language would make the guidance more robust and effective. It would also align with neighbourhood plans, which seek to protect heritage within their parishes.</p>	<p>It is agreed that the SPD should emphasise the importance of protecting non-designated heritage assets and should refer to the Suffolk Coastal and Waveney Local Plans’ criteria for assessing demolition proposals.</p>	<p>Paragraph 14.12 (now paragraph 14.14) amended to emphasise the importance of protecting non-designated heritage assets and the Suffolk Coastal and Waveney Local Plans’ criteria for assessing demolition proposals.</p>
Norman Castleton	23	<p>Buildings can still be demolished against these criteria and so controls need to be tightened.</p>	<p>Local Plan policies and the Historic Environment SPD already make clear that demolition should only be considered as a last</p>	<p>No action.</p>

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			resort if economic repair is not possible and no alternative use can be found.	
Norman Castleton	24	Suggests that the criteria related to the loss of non-designated heritage assets should be subject to consultation.	The criteria related to the loss of non-designated heritage assets were subject to consultation as part of the preparation of the Suffolk Coastal and Waveney Local Plans.	No action.

15. Repairs and Maintenance

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	170	This section is highly relevant to Walberswick and clarifies the need for a sensitive and informed approach. It sets down principles that will help to protect heritage assets and prevent ill-informed repairs.	Comments noted.	No action.
Walberswick Parish Council	171	Paragraph 15.9 is useful because it states that certain repairs or alterations will require planning permission or Listed building consent. It also states that expert	Comments noted.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
		advice may be required where a building is Listed or in a conservation area.		
Walberswick Parish Council	172	Paragraphs 15.28-31 could be expanded to cover the protection afforded to trees above a certain height and girth in a conservation area.	It is agreed that it would be helpful to include text about the protection of trees in Conservation Areas. There is no criteria regarding the protection of trees above a certain size.	New paragraph added after paragraph 15.31 to provide guidance about trees in conservation areas.
Broads Authority (Natalie Beale)	111	Questions whether paragraphs 15.28-31 should state that the local planning authority receives 6 weeks' notice of works to trees in a conservation area.	It is agreed that it would be helpful to state that trees works to trees within a conservation area require six weeks' notice.	New paragraph added after paragraph 15.31 to state that trees works to trees within a conservation area require six weeks' notice.
Broads Authority (Natalie Beale)	112	Should paragraphs 15.69-72 provide advice for buildings with a cement render? In particular there should be advice about repairs or reinstatement with a lime mortar where there is damage.	It is agreed that the SPD should encourage the use of lime-based mortars and renders where possible when making repairs and replacements.	A new paragraph has been added (15.74) to encourage the use of lime-based mortars and renders where possible when making repairs and replacements.
Great Bealings	67	The neighbourhood plan requires appropriate maintenance and compliance with modern practices in terms of repairs,	Comment noted.	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Parish Council		insulation and energy use. When the neighbourhood plan is reviewed East Suffolk Council will be consulted about strengthening these policies.		
Suffolk Preservation Society	55	The timber repair section requires illustrations to support the text.	Insert illustration of timber repairs.	Insert illustration of timber repairs.
Norman Castleton	26	Paragraph 15.24 - Some modern development can also be included in this category.	It is agreed that some more modern buildings can also have structural issues.	Paragraph 15.24 amended to include reference to more modern buildings.
Norman Castleton	27	Tree planting and conservation should be a statutory requirement.	Tree planting on its own cannot be a statutory requirement but tree planting and landscaping can be required as part of proposals for development.	No action.
Norman Castleton	25	Flooding can also be caused by modern agriculture and construction and by creating hard surfaces on green fields or flood plains.	Chapter 7 includes guidance about adapting to climate change and chapter 9 includes guidance about the appropriate treatment of the setting of historic buildings, including	No action.

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
			driveways so as to reduce the risk of flooding.	
Affiliated to Lowestoft Heritage Workshop Centre (David Butcher)	6	Agrees with nearly all of the document. Page 112 should make reference to the raking out of old lime mortar joints prior to repointing, which has disfigured many buildings.	It is agreed that care should be taken when removing old mortar from a joint.	Paragraph 15.67 (now paragraph 15.68) amended to state that care should be taken when removing old mortar from a joint.

16. Pipework and Services

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	173	Supports the guidance, which seeks to limit external pipework and makes suggestions about correct materials.	Comment noted.	No action.
Broads Authority (Natalie Beale)	113	In paragraphs 16.3-9 should the removal of redundant pipework (and other obsolete utilities) be encouraged?	It is agreed that redundant pipework should be removed unless it is of architectural or historic significance.	New paragraph added after paragraph 16.9 to require redundant pipework to be removed unless it is of architectural or historic significance.

17. Chimneys

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council	174	Supports recommendations about chimneys, which are an important part of a proposal in an historic environment.	Comment noted.	No action.

18. Making an application

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Walberswick Parish Council (Mark Knight)	175	Support for this chapter, however East Suffolk's Local Validation List should be provided within the document, rather than linked to the ESC website.	It is considered appropriate to link to the ESC website for the Local Validation List. Including the Local Validation List as an appendix would unnecessarily lengthen the SPD. The Local Validation List is also likely to change during the time in which the SPD is in place as they are required to be reviewed every two years.	No action.

Appendix 1 – Criteria for the Identification of Non-Designated Heritage Assets

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Suffolk Preservation Society	56	See previous comment about Non-Designated Heritage Assets. The paragraph under supporting statement should be restated under Non-Designated Heritage Assets.	It is agreed that the paragraph about supporting statements could usefully be added in section 4.	The paragraph about supporting statements has been inserted at the end of the chapter about non-designated heritage assets at the end of paragraph 4.4.
Marion Wells	36	Footpaths should be included as non-designated heritage assets. They show how people used to travel and are used for recreational purposes.	Footpaths are legally protected and are administered by Suffolk County Council.	No action.

Appendix 2 – Locally identified parks and gardens within East Suffolk

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
N/A				

Appendix 3 – List of photograph credits

Name/ Organisation	Comment ID/ Ref	Comment Summary	Council Response	Action
Norman Castleton	28	Excellent examples.	Comment noted.	No action.

