

TAVISTOCK CONSERVATION AREA MANAGEMENT PLAN

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following public consultation

West Devon Borough Council
Tavistock Town Council

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1. INTRODUCTION

1.1 The purpose of the Management Plan

This Management Plan has been drawn up following the production of a detailed Character Appraisal for the Tavistock Conservation Area. It provides a framework for future actions which are primarily the responsibility of the Borough Council, although their successful implementation will also depend on the co-operation and enthusiasm of the other local authorities (Devon County Council and Tavistock Town Council), local people and local organisations.

It is clear that conservation areas are not necessarily 'preservation' areas. Change is an inevitable facet of modern life and the challenge is to manage change in a manner that does not lose sight of the special historic qualities of a place. This Conservation Plan provides advice and guidance for planning management, but it must be emphasised that it is not a substitute for policy-making that is properly associated with the local development plan.

Local authorities are required by law to review their conservation areas from time to time and the preparation of Character Appraisals and Management Plans is part of that obligation. Indeed, in the past, keeping Character Appraisals up to date has been a Key Performance Indicator for local authorities, and as a result, a five year review cycle is now considered to be best practice.

The involvement and approval of the local community in the formulation and delivery of these documents helps to strengthen their status. For Tavistock, this has been achieved by the establishment of the Tavistock Townscape Heritage Partnership, with representatives from local businesses and amenity groups, which has provided comments on the emerging documents and monitored the whole process. The original documents were subject to six weeks of full public consultation, commencing with a public exhibition at the Methodist Church Upper Hall on Saturday 25th October 2008. The revisions for the second edition were the subject of a six-week consultation starting with a public exhibition on the 29th/30th November 2013.

The proactive management of conservation areas gives clarity and robustness to decision making, which means that issues may be more defensible in, for instance, planning appeals. The Character Appraisal and this Management Plan will therefore be of use to the Borough Council when determining applications for change within or on the edges of the conservation areas, and for property owners and their agents when considering schemes for refurbishment, alteration or new development.

1.2 The Tavistock Conservation Area Character Appraisal

The appraisal was prepared in consultation with local people, through a stakeholders' walkabout and discussion, further discussions with stakeholders' groups, and a full public consultation exercise. The Character Appraisal, which is published in association with this Management Plan, identifies the positive and negative features of the town, and provides an outline of the main issues that may affect its distinctiveness.

A summary of the key characteristics of Tavistock, as defined by the Character Appraisal, is reproduced below. This is followed by a summary of the principal issues that the town faces. It is these issues that the Management Plan seeks to address.

Summary of key characteristics of the Tavistock Conservation Area:

- The location in West Devon between the Dartmoor National Park and the Tamar Valley Area of Outstanding Natural Beauty
- The beautiful setting in the valley of the River Tavy, which flows through the conservation area
- The Meadows and adjoining Benson's Meadow, both of which provide attractive green spaces and many trees close to the centre of the town
- The association with the former Benedictine abbey which lies beneath the town centre, with some above-ground remains
- The industrial heritage of tin and copper mining, foundries, wool production and quarrying, with some buildings in the conservation area which relate to these
- The impact of the patronage of the Bedford Estate, which owned a high proportion of the buildings and land in the era between the Dissolution of Tavistock Abbey and 1911
- The high quality townscape, much of which is the result of 19th century town planning when the Bedford Estate provided new roads and a succession of new or converted buildings
- The 'set piece' of the Town Hall with its associated buildings, mostly built or converted by various Dukes of Bedford to give the town prestige and status
- The Bedford Cottages, mostly listed, which were built to provide improved housing for miners and other workers in the 19th century
- The use of Dartmoor granite and local Hurdwick stone for many of the buildings or pavements
- A busy shopping centre, popular with tourists and residents alike
- The role of Tavistock as the modern gateway to the World Heritage Site, with surviving features within the town and its surroundings relating to early industrial development.

Summary of the principal issues:

Strategic:

- Role of Tavistock as a 'gateway' to both the World Heritage Site and the Dartmoor National Park
- World Heritage Site and mining heritage – the future protection of the remaining historic industrial buildings within Tavistock and connections between Tavistock and Morwellham Quay, including the Tavistock Canal
- Continuing role as a thriving market town serving its historic hinterland and beyond
- The role of different stakeholders – Borough and Town Councils, amenity groups, businesses and residents
- Understanding Tavistock – tourism, interpretation, guidance, town trails
- Traffic management – roads, railways, cycling and pedestrians
- Car parking

Organisational:

- Human resources – staffing/skills
- Development management processes
- Involving communities

Policy and control:

- Designation of heritage assets, including additions to the statutory list and establishing a local list
- New Local Plan: policies for heritage assets
- Development management: Control of new development affecting the conservation area, and maintaining quality
- Design principles for new development affecting the conservation area
- Control of permitted development: Article 4 Direction
- Enforcement Strategy
- Use of statutory powers: Urgent works, amenity notices (Section 215), repairs notices
- Heritage-at-Risk: survey and strategy
- Guidance: shopfronts, listed buildings, business premises and private dwellings in the conservation area
- Sustainability

Economic:

- Vitality and variety: the importance of Tavistock as a service provider
- Marketing and branding: maintaining mixed uses and the retail 'offer'
- Building repairs and the use of upper floors;
- External funding

Spatial:

- Protection of views across Tavistock
- Protection of roofscapes
- Protection and care of trees, parks, cemeteries
- Public realm: review of paving, street furniture, street lighting, wirescape
- Boundaries and front gardens

Site specific:

- Market Street, King Street and Bank Square enhancements
- Bedford Cottages – enforcement/design guidance
- Future of Police Station and Guildhall
- Conservation and Management Plan for the Town Council estate
- Buildings at Risk: Still House, Betsy Grimbal's Tower, the Guildhall
- Archaeological evaluations of early buildings in Market Street/King Street/West Street.

2. LEGISLATIVE BACKGROUND

2.1 The implications of conservation area designation

Designation as a conservation area brings a number of specific statutory provisions aimed at assisting the preservation and enhancement of the area. These are as follows:

- The local authority is under a statutory duty to review designations '*from time to time*' and to ensure the preservation and enhancement of the conservation area. There is a particular duty to prepare proposals, such as conservation area appraisals, grant schemes or enhancement proposals, to that end
- In the exercise of any powers under the Planning Acts, with respect to any buildings or other land in a conservation area, special attention must be paid to the desirability of preserving or enhancing the character or appearance of that area
- Extra publicity must be given to planning applications affecting conservation areas. This is usually achieved through the use of advertising in the local newspaper
- Planning permission is required for the demolition of any unlisted building in a conservation area, subject to minor exceptions, and the local authority or the Secretary of State may take enforcement action or institute a criminal prosecution if consent is not obtained
- Written notice must be given to the Council before works are carried out to any tree in the area, subject to minor exceptions
- The display of advertisements may be more restricted than elsewhere
- The Council or the Secretary of State may be able to take steps to ensure that a building in a conservation area is kept in good repair through the use of Urgent Works Notices and Amenity Notices
- The energy conservation expectations of the Building Regulations (Part L) do not necessarily apply to buildings within a conservation area
- Powers exist for local authorities, English Heritage or the Heritage Lottery Fund to provide financial grant schemes to assist with the upkeep of buildings in conservation areas

2.2 The control of development and change

The requirements for planning permission

Certain works to dwellings within a conservation area, which are normally considered to be 'permitted development,' will require planning approval from the Borough Council. The overall effect of these additional controls is that the amount of building work which can be carried out to a family house or within its grounds without a planning application is substantially less in a conservation area than elsewhere. Property owners are therefore strongly advised to contact the Borough Council's planning officers before starting work to see whether planning permission is required.

Where a building is statutorily listed, different legislation applies, as all internal and external alterations which affect the special architectural or historic interest of the building require Listed Building Consent. Furthermore, commercial properties (such as shops and public houses), and houses which are in multiple occupation such as flats or bedsits have far fewer permitted development rights and therefore planning permission is already required for many alterations to these buildings.

Satellite dishes

The rules governing satellite dishes in conservation areas are significantly tighter. For all unlisted buildings in a conservation area, planning permission is required for all 'antennas' (which includes satellite dishes and any other equipment used to deliver electronic communications) which are located on a chimney, wall or roof slope facing onto a highway. In such cases, planning permission is likely to be refused. The rules governing other locations on the building are complex so it is always best to ask the local planning authority whether planning permission is required before carrying out the work.

For listed buildings, Listed Building Consent is almost always required for the installation of antennas and if the Borough Council considers that the installation will have an adverse effect on the significance of the building, consent will usually be refused.

Conventional TV aerials and their mountings and poles are not considered to be 'development' and therefore planning permission is not required.

See also the Department of Communities and Local Government pamphlet, *A Householders' Planning Guide to the Installation of Antennas* (revised 2012) available on the Government's website www.gov.uk.

Boundary walls

Historic boundaries make an important contribution to the character of the conservation area. Planning permission is required for the removal of walls or fences that are more than a metre high fronting the highway or two metres high elsewhere.

Article 4 directions

Permitted development rights may be withdrawn if the Borough Council imposes an Article 4 direction. This does not mean that development, such as changes to windows or the erection of satellite aerials, will necessarily be impossible. It does, however, mean that planning permission has to be sought and this allows for the merits of a proposal to be considered against the conservation interests.

Trees

Within conservation areas, anyone intending to carry out works to a tree greater than 75 mm diameter at 1.5 metres above the ground must give the Council six weeks written notice before starting the work. 'Work' is defined as lopping, topping, or felling. This provision gives the Council an opportunity to assess whether the tree

makes a positive contribution to the conservation area, in which case a Tree Preservation Order may be served. This protects the tree from inappropriate works. Fruit trees are no longer exempt.

2.3 National policy and guidance

Central government policy on conservation is contained in the National Planning Policy Framework (NPPF) published in March 2012. The NPPF carries a presumption in favour of sustainable development, which includes protecting and enhancing the natural, built and historic environment.

The twelve core planning principles of the framework include: *'conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations'*.

The NPPF expects local authorities to develop strategies for conserving the historic environment taking account of the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring

When considering the impact of proposed development on the significance of a designated heritage asset, such as a conservation area or listed building, great weight should be given to the asset's conservation. Local authorities are, therefore, expected to weigh any harm that would be caused to an asset against any public benefits.

The NPPF also places importance on the value of good design. It encourages local authorities to refuse permission for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions. Whilst not specifically concerned with conservation areas, it does provide broad support for improving standards of design and sustainability.

Revisions to the General Permitted Development Order (GPDO) have brought all land in World Heritage sites into the classification of Article 1(5) Land – the same as designated conservation areas. This means that the enhanced constraints which automatically cover all conservation areas now apply to the WHS site.

2.4 The Local Development Plan

The adopted development plan for West Devon comprises:

- 2011 Core Strategy
- Proposals Map
- Settlement Maps
- 2005 Local Plan Review (as amended 2011)

The current local plan is the West Devon Borough Council Local Plan Review, which was adopted in March 2005 and amended in 2011. This provides a range of policies for safeguarding the special interest of conservation areas.

The local plan is due to be superseded by a new Local Plan, which is at an early stage and its scope is still being formulated. The Local Development Scheme defines the documents which, together, will make up the Local Plan. This is currently being revised and it will include the Tavistock Conservation Area Appraisal as part of its evidence base.

Meanwhile, the Core Strategy sets out the key themes and a vision for the future development of West Devon. It provides over-arching strategies on which future policies and supplementary planning documents can be developed. It includes a commitment to the conservation of heritage assets and the promotion of high quality design in new development.

Existing supplementary planning guidance includes a series of development briefs for specific sites. These documents have been saved under the current adopted Local Plan Review pending the new Local Plan. Further Supplementary Planning Documents (SPDs) are planned to address key topic areas including the *Re-use of rural buildings* and *Design and local distinctiveness*. At present, no need is seen to provide further guidance on conserving the historic environment within the Local Plan. However the Borough Council does intend that the Tavistock Conservation Area Management Plan will be adopted for planning purposes.

The Borough Council is working in partnership with organisations such as English Heritage and Devon County Council to ensure that the historic environment is protected and enhanced through the Local Plan. The Council recognises that the historic environment is a significant driver for the local economy and regeneration and the implications this has for several business sectors, such as tourism and retailing.

2.5 Sustainability

With rising concerns about climate change and energy efficiency, there is an increasing demand to generate energy at individual sites, for instance through wind turbines, solar and photovoltaic panels, and heat pumps. The government wishes to encourage sustainable energy generation and has indicated that devices should be permitted development provided they cause no nuisance to others. This includes any adverse affects on the character of conservation areas.

Many residents in Tavistock are keen to make their homes more eco-friendly. The greatest heat loss in a house is through the roof, and insulating the roof is therefore the most effective way of reducing heat loss. This has the benefit that there is no impact on the appearance of the building. The installation of double glazing can also help, but because many of the buildings in Tavistock are controlled as heritage assets, double glazing and uPVC window frames are often unacceptable in planning terms. In any case, regardless of the planning issues, the sustainability of plastics that are not bio-degradable is highly questionable.

Heat loss and acoustic insulation in single glazed windows can be greatly improved by the installation of draught stripping and there are several companies which offer this service, the cost of which compares well with total replacement of the original windows. The use of secondary glazing is a worthwhile alternative that is particularly

effective in reducing noise levels on busy roads and can be carried out with a minimal effect on the appearance of original windows.

In the broader context, it is important to recognise that historic buildings are, by definition, inherently sustainable on account of their embodied energy, the low 'product miles' of local building materials, their adaptability and their high thermal mass.

English Heritage has published a series of documents to provide guidance on climate change and the historic environment.¹ The Borough Council has published its West Devon Borough Council Sustainable Development Planning document which deals with sustainable development in general.

¹ See, for instance: English Heritage – *Climate change and the Historic Environment* – 2008

3 STRATEGIC ACTIONS

The following chapter deals with a number of strategic issues which have been identified in the Character Appraisal for the Tavistock Conservation Area. Most of the actions will be the responsibility of West Devon Borough Council, sometimes in partnership with other organisations.

3.1 World Heritage Site and tourism

Tavistock forms one of ten separate sites stretching from St Just in Cornwall to Tavistock in West Devon which comprises the Cornwall and West Devon Mining Landscape World Heritage Site, inscribed by UNESCO in 2006. During the period 1700-1914 these sites were transformed by an industrial economy based largely on hard rock mining which produced the highly distinctive landscapes which can still be recognised today.

A World Heritage Site Management Plan for the period 2005-2010 has been produced which suggests ways in which these sites can be improved, preserved and interpreted over the next few years, and should be consulted in addition to this document. Part 6 of that document – *Policy Framework and Strategic Actions* is of special relevance. The current boundary of the Tavistock World Heritage Site is shown on *Map 1 Conservation Area Boundary Review* at Appendix 3 in the Character Appraisal.

Tavistock lies outside the main groups of World Heritage Sites which are centred around St Just; to the north of Penzance; to the north west of Truro (Camborne, Pool and Redruth); and along the Tamar Valley. The Tamar Valley, to the west of Tavistock, played a major part of the revolution in hard-rock mining technology that developed here and in Cornwall. The valley and surrounding upland area retain features relating to the mining of tin, copper, silver-lead and arsenic, ore processing and smelting. It includes the unparalleled group of Tamar industrial mineral river quays (e.g. Morwellham), a mine railway (Devon Great Consols), a mineral railway (East Cornwall Mineral Railway), a mineral canal (The Tavistock Canal, including the tunnelled section) and an ancillary industries canal (Tamar Manure Navigation). The first three possess innovative and characteristic nationally rare inclined planes (a feature of the Valley) tracks and mine roads.

The Tamar Valley Mining Heritage Project (TVMHP) has been jointly managed by the Borough Council and the Tamar valley AONB Service (TVS) under the umbrella of the Tamar AONB Partnership. Projects included additional improvements at Morwellham Quay and making accessible the mine sites across the area that have little or no official access via new trails, making sites and buildings safe, and interpreting the remains.

Tavistock town is the most extensively remodelled metal mining town in Britain. The development of Devon Great Consols and its neighbours brought enormous profits to the Dukes of Bedford who owned the land on which they were sited. The Bedford Estate used this money to finance the development and remodelling of Tavistock to create the spacious, attractive town centre which can be seen today.

Information about the industrial development of Tavistock is already provided by displays at Tavistock Museum, situated in Court Gate in the town centre, and by a series of publications by the Tavistock and District Local History Society, also available in the museum, the Tavistock Subscription Library and the Public Library.

A Tourist Information Centre (TIC), located in the Town Hall, additionally provides information about Tavistock and the various attractions in the vicinity. There are also orientation displays in the town. However, there is no specialised visitor orientation/interpretation facility for Mining Heritage in Tavistock, although it is planned as part of the TVMHP.

Strategic Action 1:

- *The Borough Council will seek ways of promoting Tavistock's role as part of the World Heritage Site, including the improvement of the interpretation and orientation facilities.*

3.2 The role of different stakeholders

Tavistock has a large number of established organisations (at least 32) which all have an interest in the town, whether due to statutory responsibilities, business economics, charitable status or simply an enthusiasm and regard for its many attractions. The most relevant are:

- Devon County Council
- West Devon Borough Council
- Tavistock Town Council
- Tavistock Chamber of Commerce
- Tavistock BID Co Ltd
- Tavistock Forward
- The Cornish and West Devon Mining Landscape WHS
- The Tavistock and Villages Development Forum
- Tavistock Townscape Heritage Partnership
- Tavistock Museum
- Tavistock and District Local History Society
- Tavistock Tree Preservation Group
- The Parish of Tavistock and Gulworthy

In addition, the residents and business community in Tavistock take an active interest in the future of their town and there are many other local societies which cater for a variety of leisure, religious and cultural activities. Surprisingly, there is no local Civic Society, that role being partly provided by the Tavistock and District Local History Society.

Tavistock is unusual in that the Town Council acquired large amounts of land and buildings in 1911 when the then Duke of Bedford disposed of much of his property in Tavistock. Overall the Council manages some 32 properties, most let at commercial rents. Some are listed buildings and three (Court Gate, Abbey Chapel Tower and

Betsey Grimal's Tower) are scheduled monuments. The most important buildings in their ownership are:

- Tavistock Town Hall (but not Bedford Square, which is owned by Devon County Council and managed on its behalf by the Town Council)
- Court Gate and Librarian's Cottage
- The War Memorial
- The Pannier Market, the Auction Rooms, and nos. 9-18 Duke Street
- Abbey Chapel Porch
- The Still House
- Betsy Grimal's Tower
- St John's Well in Benson's Meadow
- The statue of the 7th Duke of Bedford in Guildhall Square
- The statue of Sir Francis Drake in Plymouth Road

The Town Council also own the Meadows public park, the Dolvin Road and Plymouth Road cemeteries, the Cattle Market in Whitchurch Road, other smaller pockets of land in the town (including Guildhall Square and all of Market Road), and land outside Tavistock. Tavistock Wharf was leased to West Devon Borough Council in 1987 for 999 years and is the location of the Wharf Arts Centre and Meadowlands Swimming Pool complex with associated car and coach parks. The Town Council also provides Tavistock Museum with its premises in Court Gate on a rent-free basis and helps towards the cost of its business rates and building maintenance.

The Town Council have offices in Drake Road and 12 maintenance staff who look after the various parks and buildings, including St Eustachius Churchyard. The Council has a detailed five year maintenance programme which includes regular assessments of building condition and a programme of repairs and maintenance.

Strategic Action 2:

- *The Borough Council will continue to support local organisations and to act as intermediary between different action groups as required.*

3.3 Understanding Tavistock

Tavistock is a confident town with a strong sense of community and history and in some respects a strong economy. Surveys of local interest groups have confirmed that Tavistock is perceived as a 'quality' destination because it provides a variety of specialist shops, a thriving Pannier Market, a number of cafes and restaurants for relaxed eating and drinking, and proximity to outstanding countryside including the Tamar valley AONB and the Dartmoor National Park. Other tourism 'hot spots' such as Calstock, Morwellham and Cotehele are close by – Morwellham has experienced some of the largest visitor numbers for any industrial site in the South West.

There are plans for the provision of interpretation facilities in Tavistock, including a Visitor Orientation Centre. It is also proposed to improve linkages to the Tamar

Valley along the former railway line and the Tavistock Canal, including a possible new railway connection between Tavistock and Bere Alston.

At the moment, the two main sources of information for tourists in Tavistock are the Tavistock Museum and a much reduced TIC in the Spar supermarket, both located centrally in Bedford Square. It has already been noted that there is as yet no specific centre for the Mining Heritage Site in general.

A certain amount of visitor information is already provided at the Museum in the form of leaflets (such as the ones on Tavistock's iron foundries, or on the Bedford Cottages). Also available is an excellent town walk and short history, which has also been produced by the Tavistock and District Local History Society. This provides a town map and details of the most significant buildings and historical events.

The Town Council also plays an active role in supplying tourist related information. Seven new 'gateway' signs were procured and erected in partnership with Devon County Council at the main entrances to Tavistock in 2005. These may need to be reviewed to acknowledge Tavistock's role as a gateway for the WHS. A project to fix blue 'heritage' plaques to some 50 historic buildings in the town was commenced in 2005, partly financed by a Countryside Agency Council grant. These can be seen on buildings such as the Town Hall, Court Gate and Betsy Grimbal's Tower. Whilst these plaques are generally in good condition, a number of other visitor signs, such as the display facing Bank Square, are in urgent need of replacement. These are the responsibility of the Borough Council. Further blue plaques, and updated displays, may be appropriate.

Strategic Action 3:

- *The Borough Council will continue to implement the proposals for improving Interpretation and Visitor Orientation facilities in Tavistock*
- *The Town Council will consider preparing further plaques in collaboration with the Tavistock and District Local History Society*

3.4 Roads and traffic management

Devon County Council's Environment, Economy and Culture Directorate is the Highway Authority and is responsible for the management of all roads in the County apart from the M5, A30, A35, A38 and the A303 which are trunk roads and are managed by the Highways Agency. All roads in Tavistock apart from Market Road therefore come under their control.

The construction of Stannary Bridge and minor improvements to the Abbey Bridge roundabout were carried out by the County Council in the mid 1990s to create a partial by-pass for the town centre along Dolvin Road. At the same time, Duke Street and Brook Street were made one way and changes made to the paving to provide a more pedestrian-friendly environment. However a large amount of traffic still enters Tavistock over Abbey Bridge and through Abbey Place, creating fumes and some danger to the public, despite a controlled pedestrian crossing.

Similar difficulties can be seen next to Bedford Square, with its particularly busy roundabout at the junction with Drake Road and West Street. Consideration of road improvements in the Whitchurch Road/Pixon Lane area to provide a bypass to the town centre are worth exploring, although there is currently no funding available from the County Council.

The County Council currently has a number of plans (some yet to be financed and confirmed) for improvements to transport links, roads and pedestrian movement within or on the edges of Tavistock:

- A new roundabout at the Crowndale Road junction with the A386 Plymouth Road
- Improving road safety outside Tavistock Community College and Primary School in Crowndale Road (this could include a re-evaluation of traffic flows around the Drake Statue Roundabout)
- Possible traffic calming in Whitchurch Road
- New rail link between Bere Alston and Tavistock, to be provided in partnership with Kilbride Community Rail
- New bridge across the A390 Callington Road near Monksmead junction
- Upgrading of zebra crossing on A386 near Bishopsmead
- Developing a Pay and Display car parking scheme in the town centre linked to a residents' parking scheme
- Anderton Lane – new junction layout into Tiddy Brook housing estate

There has also been some criticism of the number of highway signs around Tavistock. The County Council has started a programme of removal of non-essential signs provided public safety is not affected. Improvements to the design of signage and consistency in the use of yellow lines should be undertaken.

Strategic Action 4:

- *The Borough Council, Town Council and County Council will consider ways of improving pedestrian safety and reducing traffic through the centre of Tavistock.*

3.5 Car parking

There are a number of car parks in Tavistock with responsibility split between the Borough Council and the Town Council. They are as follows:

- Bedford and Riverside Car Parks – managed on a long lease by West Devon Borough Council. The Bedford Car Park is the largest car park in Tavistock and is very popular – it is used by the Goose Fair once a year and for other events as well;
- Guildhall Car Park – owned and managed by the Town Council.

There are also smaller car parks in Russell Street and off Market Street (Bank Square). Somerfields Multi-storey Public Car Park in Brook Street is also available for general use and serves the eastern end of the town.

On-street car parking also affects most of the conservation area, sometimes adversely. However, this helps to maintain economic vitality in the town centre. Additional long term parking provision would therefore help to alleviate this problem and, by removing cars from places like Guildhall Square and Bank Square, would provide the opportunity of making improvements to the public realm in the town centre.

Strategic Action 5:

- *The Borough Council and Town Council will continue to monitor the car parking situation and will consider the addition of more car parking, particularly long term, as and when necessary. An extension of the occasional Park and Ride system may be required in the future if Tavistock visitor numbers rise, in which case a suitable out of town site will need to be identified (possibly associated with a new railway station).*

4 ORGANISATIONAL ACTIONS

The following chapter deals with a number of organisational issues which have been identified in the Character Appraisal for the Tavistock Conservation Area. They are all the responsibility of West Devon Borough Council.

4.1 Human resources

It is important that the Borough Council as a whole recognises and promotes the value of its heritage as a driver for economic regeneration as well as for the cultural wellbeing of its communities. This should be clearly expressed through the emerging Local Plan and all the policy and strategy documents that cascade from it. West Devon in general, but Tavistock in particular, has an acknowledged and vulnerable historic environment which needs to be managed in a positive and proactive way.

There is a strong expectation from central government that proper expertise should be brought to bear on heritage issues. The National Planning Policy Framework, for instance, requires authorities to set out a positive strategy for conservation (paragraph 126) and to assess the significance of heritage assets affected by development proposals (paragraph 129).

The Borough Council has increased the employment of its conservation officer and, with a development management team that includes two people with conservation qualifications, there is now more than a whole full-time-equivalent post.

Some degree of change is inevitable in conservation areas and the issue is often not so much whether change should happen, but how it is undertaken. For their part, owners and residents can minimise the negative effects of change by employing skilled advice when preparing development proposals and by avoiding unrealistic aspirations.

Organisational Action 1:

- *To achieve higher quality applications, residents and business owners will be encouraged to appoint appropriately qualified and experienced agents to represent them when changes are proposed, particularly where the site affects a conservation area or a listed building.*

4.2 Development control processes

Local authorities already have controls available through their planning powers, but much depends upon how they are interpreted and implemented. For instance, any material changes to the appearance of properties that are not family dwellings require planning permission, but the interpretation of what is 'material' is for the Borough Council to decide. A new shopfront is generally regarded as a material change, but there is less certainty about the renewal of windows on upper storeys or a change in roof materials.

Single family dwellings have considerable permitted development rights that enable some alterations to be carried out without the need to obtain planning permission. These works include, for example, changes to doors, windows, roof materials or rainwater goods and the construction of minor extensions such as porches. Although they may be minimal in each case, such alterations can have a cumulative effect that is damaging to conservation areas. This issue has been considered by the Borough Council and formal action to control changes through an Article 4 direction is not currently considered necessary. However, this may be reviewed from time to time.

A common complaint in Tavistock is that planning decisions are inconsistent. While each has to be determined on its own merits, much can be achieved by having a clear interpretation of statutes, detailed policy and guidance, and training to help both officers and elected councillors to work within these constraints.

It is important also that these officers and council members should also be aware that development proposals can have an effect on a conservation area even when they are some distance outside it. In such cases, the duty to pay special attention to the character of the conservation area when assessing a planning application still applies, and applications can be refused if it is judged that they would have an adverse effect on the setting of the conservation area.

Organisational Action 2:

- *The Borough Council will adopt a consistent and generous interpretation of what it considers to be a 'material' change*
- *The Borough Council may review the possible need for Article 4 Directions from time to time*
- *The Borough Council will promote consistent decision making and consider providing training opportunities for the decision makers to support this process*

5. MANAGEMENT AND CONTROL

5.1 The control of heritage assets

Heritage Protection Bill

In 2010, the proposed bill was not progressed due to lack of parliamentary time. This has left the legislation of 1990 in place with its emphasis on preservation and enhancement while government policy has adopted the newer language of significance, harm and benefits.

Scheduled Monuments

Monuments are scheduled under the *Ancient Monuments and Archaeological Areas Act 1979*. They are statutorily protected by law and work affecting them, including excavation, filling or flooding, as well as removing material from the site, is prohibited unless permission is first granted by English Heritage.

There are three scheduled monuments in the revised Tavistock Conservation Area:

(i) Tavistock Abbey

The scheduling covers land and buildings in Bedford Square and Abbey Place, comprising the standing, ruined and buried remains that together encompass the greater part of Tavistock Abbey (Monument no: 29679). The scheduling, which has been recently revised by English Heritage, covers the following standing structures, as follows:

- Court Gate
- South Precinct Wall
- Still House and Abbey Wall
- Betsy Grimbal's Tower
- Porch to Abbot's House, Abbey Place
- Fragment of abbey church cloister in St Eustachius Churchyard

(ii) Inscribed stones in the garden to the Vicarage, Plymouth Road

These three stones date to between the late 4th and the early 7th century A D. The inscriptions are in Ogham. One was found in 1804 in Buckland Monachorum village and brought to the Vicarage garden in 1831. The second was found in West Street, Tavistock, and eventually moved to the garden. The third was found on Roborough Down, from where it was removed in 1868. Plymouth Museum has made one or two casts of the stones for display at Plymouth. As the stones currently lie within a private garden, they are not available for public viewing (ref: SAMdv100).

(iii) The Trendle, Tavistock

The Trendle is a ditched and banked Iron Age enclosure in the grounds of Kelly College, which was cut through by the London and South Western Railway line in 1889.

All scheduled monuments are considered to be of national importance and, as such, the presumption with regard to proposals for developments affecting them is to ensure that they are preserved in-situ. Any works likely to affect a scheduled monument, in particular those which involve breaking the ground surface (digging), or works to above-ground structures, will require Scheduled Monument Consent (SMC). This must be obtained in writing from the Secretary of State, Department of Culture, Media and Sport (DCMS), prior to any works being carried out. Further information can be obtained from www.culture.gov.uk. The likely impact of proposed works on the designated monument and the requirements of SMC should be assessed at the initial stages of any project, and English Heritage should be consulted at the earliest opportunity.

English Heritage is working at establishing a Heritage at Risk register, which will assess all heritage assets (scheduled monuments, landscapes and conservation areas). This will be added to a similar exercise which has already been completed by English Heritage for grade I and II* listed buildings throughout the country. Whilst the assessment for conservation areas has not yet been completed, the assessment of scheduled monuments has. In Tavistock, the results are:

- The Abbey site and the inscribed stones have been defined as ‘Low Risk’ and The Trenchle as ‘Medium Risk’.

Government Policy, currently set out in the NPPF, includes scheduled monuments as heritage assets.

Management Action 1:

- *The Borough Council, assisted by English Heritage, will continue to monitor and control the scheduled monuments in its care, having regard to the advice contained within the NPPF.*

Listed Buildings

Listed buildings are protected under the *Planning (Listed Buildings and Conservation Areas) Act 1990* to preserve their special historic and architectural interest. It is an offence to undertake works of demolition or alteration to a listed building, including subsidiary structures within the building’s curtilage, which would affect its special character or appearance without first gaining consent.

Listed Building Consent is required from West Devon Borough Council for all applications but, if the building concerned is listed grade I or II*, or if substantial demolition of a grade II listed building is concerned, the Council is required to consult English Heritage.

There are about 364 listed buildings in Tavistock, most of them within the conservation area. Several of them are listed grade I or II*, particularly those associated with the former Abbey. The Guildhall is currently regarded as a building-at-risk.

It was noted during the survey work for the Character Appraisal that some of the listed buildings in Tavistock display a number of features which are negative. These include uPVC windows, visible satellite dishes, poor quality roof materials, or modern front doors. The Bedford Cottages, most of which are listed, are particularly badly affected by unsympathetic changes. If left unchecked, such changes will incrementally affect the important historic building stock of the Borough, so there is a need to strengthen Listed Building Control, taking enforcement action where negotiation fails (see para. 5.3)

Management Action 2:

- *The Borough Council, assisted by English Heritage, will continue to monitor the listed buildings in its care, having regard to the advice contained within the NPPF.*

The statutory list for Tavistock was published in 1984 when it comprised some 320 buildings or structures. Since then, about 31 further buildings have been spot listed and added to the statutory list. This high number confirms the inadequacy of the 1984 list and suggests that further buildings could be added to the statutory list in due course. A survey to ascertain which buildings might be added, perhaps associated with work on a new Local List (see below) would be advantageous, and could be carried out by the Tavistock and District Local History Society, which has already undertaken some work on this subject.

Management Action 3:

- *The Borough Council would support the Tavistock and District Local History Society, or others when appropriate, should they consider spot listings to update the statutory list for Tavistock.*

Locally Listed buildings

There is currently an old Local List for Tavistock, dating to 1986, which includes 24 buildings, some of which have since been added to the statutory list. 'Locally listed' buildings are buildings of local significance which, although not statutorily listed, are nonetheless important to the history, appearance, character, and cultural value of the Tavistock Conservation Area (although of course the same principle applies throughout the Borough). At present, the Borough Council has no means for giving formal recognition to the contribution made by such buildings. However, the NPPF does now include local listing in the definition of heritage assets for which it provides a policy basis.

Starting with Tavistock, it is recommended that the Borough Council should develop a local list in order to give better recognition and, where necessary, control, of the historic environment in the whole Borough. The first step is to agree criteria for the selection of buildings and structures for the local list. Proposed criteria are set out in Appendix 1. Buildings can be added to the list as circumstances allow, for instance through the conservation area appraisal process, or by a systematic survey of the whole district. Community involvement in the selection process will add weight to the list as a planning tool. It will also be necessary to acknowledge the local list in planning policy and state the circumstances in which it will affect planning decisions.

Management Action 4:

- *The Borough Council will consider the allocation of resources required to prepare a Local List including:*
 - *Adopting appropriate criteria;*
 - *Including provision for local listing in planning policy;*
 - *Involving communities in the selection of buildings and structures.*

Positive buildings

Conservation area character appraisals should identify buildings that make a positive contribution to the character of the conservation area. In general, all listed and locally listed buildings in a conservation area will be regarded as 'positive'. However, there are often many more that, together, underpin the special interest of a place.

Government policy (as set out in the NPPF) is for a presumption in favour of retaining positive buildings and any proposals for their demolition must be considered against criteria similar to those for the demolition of listed buildings. It is important that owners and occupiers of property in conservation areas should be aware of whether their buildings are regarded as positive and also how applications for change or demolition will be judged.

In Tavistock, a high number of unlisted buildings in the conservation area have been assessed as making a 'positive' contribution to the special architectural or historic interest of the conservation area. Most of these date to the 19th or early 20th centuries and include terraced houses in Old Exeter Road and Bannawell Street, as well as the 19th century villas of Watts Road, Glanville Road or Parkwood Road. Some of these may be considered for 'local listing' once the criteria are agreed. There is a presumption that they will all be retained and all applications for change will need to be particularly carefully considered by the Borough Council.

Management Action 5:

- *The Borough Council will ensure that local publicity for conservation areas will make clear the consequences of designation including the presumption in favour of retaining positive buildings;*
- *Applications for the demolition of any 'positive' building in a conservation area will be assessed in a similar way to applications to demolish a listed building, and the applicant will be expected to demonstrate why the building is beyond economic repair, and to prove that it has been offered on the open market as an alternative to demolition.*

Opportunity sites and buildings

A number of buildings in the Tavistock Conservation Area have been noted on the Designation Maps as making a negative contribution to the special character of the conservation area. The enhancement or redevelopment of these buildings would generally be welcomed by the Borough Council, subject to careful design and detailing.

Management Action 6:

- *The Borough Council will support the sensitive redevelopment of sites or buildings identified as opportunity sites or buildings on the Designations Map, subject to design details being of such a quality that they make a significant positive contribution.*

Neutral buildings

Some of the buildings in the Tavistock Conservation Area have been left blank on the Designations Map as 'neutral' buildings which neither detract nor enhance the conservation area. Sometimes these are older buildings where modern alterations have removed some of their special character but with care, they could be restored to provide a 'positive' building. More often they are 20th century buildings of little intrinsic value but with limited impact. Their replacement with a well designed modern building could therefore be advantageous.

Management Action 7:

- *The Borough Council will support the sensitive enhancement of neutral buildings or their replacement with new buildings, as long as they are well designed and detailed.*

5.2 Article 4 Directions

Article 4 Directions are made under the General Permitted Development Order 1995, and can be served by a local planning authority to remove permitted development rights where there is a real threat to a particular residential building or area due to unsuitable alterations or additions. An Article 4 Direction is accompanied by a Schedule that specifies the various changes to family dwellings, which will now require planning permission. Usually, such Directions are used in conservation areas to protect unlisted houses in use as a family unit, rather than flats or bedsits where permitted development rights are already much fewer.

There are many unlisted family dwellings particularly in the outer parts of the Tavistock Conservation Area which might benefit from these additional constraints. The Borough Council has considered the issue and concluded that a direction is not currently necessary. However, the situation will remain under review.

Management Action 8:

- *If considered beneficial, the Borough Council will consider serving an Article 4 Direction for the Tavistock Conservation Area to cover all unlisted dwelling houses and boundary walls that make a positive contribution to the character of the area*

5.3 Enforcement strategy

Most local authorities subscribe to the Cabinet Office *Enforcement Concordat*, which sets out best practice principles for enforcement, such as openness, consistency, proportionality and responding to complaints. Whilst the Borough Council has already published a planning enforcement procedures document (on the Council's website) the Council could take these forward into a more detailed enforcement strategy in order to:

- Explain the scope of planning enforcement;
- Openly define priorities;
- Set measurable standards for service delivery;
- Explain how investigations are carried out;
- Explain enforcement procedures and enforcement actions.

At present, enforcement staff are responsible for monitoring compliance with planning conditions. This process, which is triggered by commencement notices under the Building Regulations, is effective but it leaves mainstream enforcement as a purely reactive practice best described as fire-fighting.

An enforcement strategy would make it clear that the need to ensure public safety will always come first, but then enforcement in relation to heritage assets should generally have the next highest priority because so much historic fabric is irreplaceable. However, active enforcement in the historic environment does require the input of specialist skills, including a full time conservation officer.

The strategy should also explain the circumstances when the Borough Council would make use of Repairs Notices, Urgent Works Notices and Amenity (Section 215) Notices.

Management Action 9:

- *The Borough Council will consider developing a more detailed Enforcement Strategy to explain the circumstances in which various forms of action are taken and the priority that is given to the historic environment.*

5.4 Use of statutory powers

The Borough Council is actively pursuing the use of highly effective planning tools, such as Urgent Works Notices and Amenity (S215) Notices. An Enforcement Strategy (see above) should explain the circumstances when the Council would exercise these powers and exploit the deterrent effect that an expressed commitment to enforcement would communicate.

Sometimes the need for a default budget, if the works required are not carried out, can be an obstacle to use of these powers. However, it should be noted that, in some cases, costs are fully recoverable and there are also opportunities for grant aid and for back-to-back guarantees from end users, such as building preservation trusts. It should also be noted that research has shown that, in the large majority of

repairs action cases, the issues are resolved without formal notices having to be served (See R Kindred report for the Institute of Historic Building Conservation²).

Management Action 10:

- *As appropriate, the Borough Council will make full use of its powers to serve Repairs Notices, Urgent Works Notices, and Amenity Notices*

5.5 Buildings-at-Risk survey and strategy

There is no up to date Buildings at Risk survey for the Tavistock Conservation Area so the Borough Council has no way of assessing the condition of its historic buildings. Some work has been undertaken in preparation for the THI grant scheme but this has only covered a limited number of buildings in the town centre. The preparation of an up to date list would focus efforts for enforcement, grant aid and development management.

Management Action 11:

- *The Borough Council will consider commissioning a Buildings at Risk survey of the Tavistock Conservation Area, possibly in conjunction with a survey of the whole Borough*

5.6 Archaeological evaluations

The Borough Council is already empowered under the NPPF to insist that listed building consent applications are accompanied by a reasoned justification for the work, as well as details about the history and archaeological value of the building. This is usually provided in a Heritage or Design and Access Statement.

There are a number of buildings, particularly in Market Street, King Street and West Street, which date to the 16th or 17th centuries, where a detailed archaeological evaluation will be required before any work can be contemplated. This should be prepared by an appropriately qualified expert.

Management Action 12:

- *The Borough Council will insist that all listed building consent applications contain a reasoned justification for the work and will also, in select cases, require a detailed archaeological evaluation, prepared by an expert in the field*

² Bob Kindred – *Listed Building Repairs Notices: A Study of Those Used in England April 1984 to March 1990 Under Sections 47-51 of the Planning (Listed Buildings and Conservation Area) Act 1990* – published 1992

5.7 Shopfronts

The Tavistock Conservation Area retains a high number of historic shopfronts, the best of which are noted in Appendix 4 of the Character Appraisal. Whilst the shopfronts in listed buildings are already subject to rigorous controls, those in unlisted buildings have yet to be formally recognised, for instance, by locally listing. They are therefore particularly vulnerable to unsympathetic changes. There may be an opportunity in the THI to celebrate historic shopfronts and offer guidance on their repair and upkeep.

Management Action 13:

- *The Borough and Town Councils may consider preparing a Shopfront Guidance leaflet*

6 ECONOMIC ACTIONS

6.1 The need for grant aid

Tavistock has a thriving town centre with a variety of both national and local shops. The Pannier Market and bi-monthly Farmers' Market (second and fourth Saturdays) also bring people into the town, many of whom come from Plymouth to use the specialist shops. Banks, building societies, estate agents, and other financial institutions are well represented. Additionally there are many small cafes and restaurants, many of which have outside eating areas, which cater for residents and visitors. Two hotels (the Bedford Hotel and Browns Hotel) provide accommodation in the town centre and there are also a number of smaller B and B establishments, together providing a useful variety of places to stay.

It is therefore surprising to note that parts of the town, most particularly Market Street and King Street, contain vacant buildings, some of which are listed. A number of charity shops, empty shops or shops which have recently closed are also evident. This, coupled with the poor condition of the public realm in these areas, and the need to enhance the adjoining Bank Square area, has provided a 'pocket' of neglected buildings, with poor quality shopfronts, peeling paintwork, boarded up windows and an overall picture of decay. This may be due to the location slightly away from the town centre which focuses on the Pannier Market and the larger shops in Duke Street.

Other areas where buildings are in poor condition are:

- Buildings to the south of the Pannier Market including the Butchers' Hall
- South side of West Street
- Dolvin Road – Bedford Cottages to either side of St Rumon's Primary School
- The Guildhall
- No.1 Church Lane

Repairs and reinstatement works are also required on the other three groups of listed Bedford Cottages in Parkwood Road, Westbridge, and Fitzford.

The Borough Council is in the final stages of an application to the Heritage Lottery Fund for a Townscape Heritage Initiative (THI) grant scheme which will centre on these areas.

Economic Action 1:

- *The Borough Council will continue to seek grant aid for the Tavistock Conservation Area*
- *Regardless of the outcome of any grant bid, the Borough Council will consider taking action to protect listed buildings in the Tavistock Conservation Area where they are considered to be 'at risk' from neglect*

7 SPATIAL ACTIONS

7.1 The protection of the setting to the Tavistock Conservation Area

The character of a conservation area can be vulnerable to actions taken outside its boundaries as much as to those taken within the area. The duty to pay special attention to the preservation or enhancement of conservation areas can be exercised where sites come up for development just outside the boundary of a conservation area, or where significant views into or out of the area may be affected. The NPPF recognised that the significance of heritage assets, such as conservation areas, includes the importance of their settings.

In practice, the countryside around the conservation area is also protected. However, the connection does have to be made that policies for the protection of both landscapes and conservation areas must work together for the mutual benefit of the historic and natural environments just as they in turn have to be weighed against other social and economic factors.

Spatial Action 1:

- *The Borough Council will carefully monitor applications on the outskirts or edges of the Tavistock Conservation Area, and may resist those which could adversely affect the conservation area due to the proposed development's use, height, bulk, detailing, loss of open space, or the loss or the negative effect on important views into or out of the conservation area.*

7.2 Urban Design Strategy

It has been noted during the recent survey work in Tavistock for the Character Appraisal how recent development has in places not been well received by the local community. Common complaints include the scale and height of new development, the use of modern materials (such as cedar boarding) which have no precedent in Tavistock, and poorly detailed roofscapes (particularly on new buildings which are visible from the former railway viaduct).

To some extent the need for an Urban Design Strategy has been overtaken by the Public Realm Strategy and the opportunity for design policies in the new Local Plan. The situation will therefore be kept under review.

Spatial Action 2:

- *The Borough Council will monitor the need for an Urban Design Strategy for the Tavistock Conservation Area*

7.3 The control of new development

Opportunities for new development within the existing Tavistock Conservation Area are limited due to the tight urban form in some areas and the predominance of listed buildings. However, there are a number of buildings, marked as negative on the

Designations Maps, where redevelopment would be positively welcome. Subject to the outcome of updated design policies for Tavistock, the following guidelines for new development in the conservation area should be adhered to:

- Any new development must adhere to policies within the Local Plan and national guidance, most particularly the NPPF
- The scale and general form of new development should follow established historic precedents
- New development should blend with the existing historic environment and should not interrupt the skyline
- New development involving the replacement of an existing building should usually not increase the volume of development on the site
- New development should be sympathetic to the surrounding historic buildings in terms of uses, materials and details
- The roofs and chimneys in the Tavistock Conservation Area are an important part of its special character and new development should reflect the traditional roof forms, pitches, materials and details, of existing historic properties
- New development within the conservation area or affecting its setting should be carefully designed to reduce its impact on existing views, both within and into, the conservation area. New development which might adversely affect views out of the conservation area (where different planning constraints apply) will be carefully monitored

Spatial Action 3:

- *The Borough Council will ensure that all new development in the Tavistock Conservation Area is sympathetic to the surrounding historic environment with particular reference to height, bulk, building lines, plot sizes, plot ratios, materials and details.*

7.4 The enhancement of historic character

Although many of the historic buildings in the conservation area are listed, where strict controls have applied for many years, a number, identified in the Character Appraisal, have been spoilt by inappropriate materials and details. Additionally, the Character Appraisal has identified an even greater number of buildings which are considered to make a 'positive' contribution to the conservation area, some of which might be considered for Local Listing.

Overall the Borough Council needs to ensure that all alterations to these buildings are carried out using the correct materials and details, and that where possible modern accretions are removed. This particularly affects windows (where

traditionally detailed timber not plastic or aluminium should be specified) and roof materials (where slate or occasionally clay tile should be used, rather than concrete or artificial slate). Unlisted commercial buildings in the town centre are particularly vulnerable to unsympathetic changes, although 'material' alterations, such as the installation of plastic windows to upper floors, should be controlled by a planning application.

Spatial Action 4:

- *The Borough Council will encourage all applications for change to historic buildings (listed, locally listed and 'positive') to use the correct materials and details.*

7.5 The management of the public realm

Streets and open spaces, collectively known as the public realm, are a major factor in the character of conservation areas, yet the management of the public realm takes place largely outside the planning system. Conservation areas can, therefore, be vulnerable to the loss of traditional paving materials and street furniture, and the imposition of unsympathetic signage without reference to their special interest.

English Heritage has provided a general manual for streetscapes in the South West Region in its *Streets for All* initiative. This urges local authorities to establish more detailed strategies for the care and enhancement of streetscapes, and some of the advice contained within the document will have direct relevance to Tavistock. Further information is provided in the Historic Town Forum's publication, *Manual for Historic Streets* (2008).

In terms of design and materials, there is a long history of the use of locally quarried granite in Tavistock for paving which can be seen throughout the town centre and stretching into the surrounding streets, providing a strong sense of local distinctiveness. As a result, this granite paving is often seen as one of the defining features of the conservation area by both visitors and residents. Its continued care and enhancement must be a priority. The surviving granite paving is marked on the Designations Maps. It is enhanced in many places by slim locally made cast iron drain covers which protect the outfalls from individual buildings. Most of the paving is in the care of Devon County Council, including Bedford Square (although the Town Council manages the uses of the Square, such as the Farmers' Markets).

As part of the development of the THI a Public Realm Strategy has been prepared. When it has been adopted, it will be made more widely available.

Spatial Action 5:

- *The Borough Council, in partnership with Devon County Council and Tavistock Town Council, will consider adopting the Public Realm Strategy to provide guidance on materials and details for the public realm in the Tavistock Conservation Area.*

One of the most negative features of parts of the conservation area is the dominant wirescape, with an array of telephone or electricity cables. In some locations these have very advantageously been undergrounded but much more needs to be done.

Spatial Action 6:

- *The Borough Council will consider measures needed to achieve the incremental undergrounding of all wires within the conservation area, including entering a partnership with the various statutory bodies*

7.6 The protection and care of trees, parks, and cemeteries

Trees

Trees make a very important contribution to the character of the Tavistock Conservation Area and to its setting. Some of the most significant trees were planted in the 19th century by the Bedford Estate as the town centre was redeveloped and improved. Trees in the two cemeteries and in the public parks are of special significance.

All trees over a certain size (see para 2.2) are automatically protected in the conservation area, and the Borough Council employs a part time Landscape and Tree Officer who monitors the condition of the trees in the Tavistock Conservation Area and who is available to give free advice to private owners about the care of their trees.

Additionally, the Tavistock Tree Preservation Group are a voluntary organisation, which takes an active interest in the trees of Tavistock including commenting on planning applications, advising on tree reinstatement schemes by the Borough Council, and monitoring the health of significant trees.

The Borough Council also supports the West Devon Tree Wardens Scheme in partnership with the Silvanus Trust's *Our Trees* project. This uses trained volunteers who know the area and are appointed by the Town Council, as 'Tree wardens'. Their role includes gathering useful information about the local trees, preparing tree trails, and organising additional tree planting. The preparation of a list of locally significant trees (as suggested by the Tavistock Tree Preservation Group) is an initiative which could be achieved by volunteers with little or no cost to either the Borough or the Town Council.

Spatial Action 7:

- *The Borough Council will continue to provide technical advice on the care of trees in the Borough and will liaise with the Tavistock Tree Preservation Group and local Tree Wardens as necessary to ensure that all trees within and on the edges of the conservation area are protected and cared for.*

Parks

The Meadows and Benson's Meadow are owned and carefully cared for by the Town Council, which also manages the Tavy Cut Garden and the Celle Garden in Parkwood Road (amongst other sites outside the conservation area). The various facilities in the Meadows such as the tennis courts and bowling green, are similarly managed by the Town Council.

Cemeteries

The Plymouth Road Cemetery and the Dolvin Road Cemeteries are both owned and managed by the Town Council. In Dolvin Road, there are potential problems with tree growth. Some managed removal or pruning of these trees might be advisable to prevent damage to the gravestones, but any such work must be agreed with the Council's Landscape and Tree Officer first. However, a balance has to be found between the natural environment and the man-made features, such as the gravestones, which have been placed within it.

7.7 Boundaries and front gardens

Whilst front boundaries are not particularly an issue in the built up centre of the town, where most of the buildings sit on the back of the pavement, in the residential suburbs there are threats to the cohesive townscape due to the incremental loss of front gardens to car parking, the removal of trees and shrubbery, and the loss of front boundary or retaining walls. In some cases, these walls are of considerable size and height and make a very special contribution to the character of the conservation area. Potentially detrimental changes to these walls could be controlled by an Article 4 Direction (see para 5.3). The production of guidance about the enhancement of front gardens/areas, as recommended in para 5.8, would also be advantageous.

8 SITE SPECIFIC ACTIONS

8.1 Police Station and Guildhall

Since the original uses ceased, the Police Station and Guildhall have been owned by the Devon Historic Buildings Trust. They form part of the most significant group of historic buildings in Tavistock. Future use, which could include a Visitor Orientation and Interpretation Facility for the World Heritage Site, and funding opportunities are the subject of continuing consideration.

Due to the spatial arrangements of the rooms in both buildings, and the grade II* listing, any conversion scheme will have to be very carefully designed. A Conservation Plan for the buildings has been prepared by Keystone Historic Buildings Consultants³ which usefully documents the development of the site and the various changes which took place under the direction of first the 6th then the 7th Duke of Bedford.

Site Specific Action 1:

- *The Borough Council will monitor the condition of the Guildhall and will encourage the existing and any future owners to maintain and repair it to the required standard*
- *The Borough Council will consider supporting the establishment of a Tavistock Historic Buildings Trust to take over the Guildhall, and possibly other buildings in the vicinity*

8.2 Guildhall Square

Guildhall Square, along with Bedford Square, forms the setting to the most important group of buildings in Tavistock – the Town Hall, Court Gate, the Subscription Library, the Librarian's Cottage, the Police Station and Guildhall. Bedford Square has already been pedestrianised and is a popular facility, used by the bi-monthly Farmers' Market and other events. By contrast, Guildhall Square is used as a public car park. This generates traffic into the area, and does not provide a suitable setting for the grade II* buildings which lie along one side of it. Guildhall Square is owned by the Town Council. A recent proposal to move the listed War Memorial to St Eustachius Churchyard is unlikely to proceed.

A number of suggestions have been canvassed as part of the consultation on the Public Realm Strategy. These include:

- Remove some or all of the car parking except for some parking for disabled people
- Upgrade the paving and provide a more pedestrian-friendly environment (although any new paving should be high quality granite)
- Upgrade the street furniture and lighting

³ Keystone Historic Buildings Consultants *An Assessment of Tavistock Police Station and Guildhall* October 2005

- Restore the front boundary railings to the Subscription Library and the adjoining Librarian's Cottage
- Provide a more appropriate setting for the War Memorial and statue of the 7th Duke of Bedford
- Provide a more appropriate setting for the grade II* buildings
- Screen the recently reopened public conveniences
- Provide an open space which could be used by any new occupiers of the Guildhall, such as a café
- Remove the existing (temporary) planting scheme near the public conveniences and replace it with a more appropriate design

Site Specific Action 2:

- *The Borough Council, in partnership with Devon County Council and the Town Council, will promote an enhancement scheme for Guildhall Square in accordance with the Public Realm Strategy, the long term aim of which would be to assure safe parking and/or provide an enhanced pedestrian only space*

8.3 Pannier Market and adjoining buildings

The Pannier Market and all of the buildings between the market and Market Road are owned by the Town Council. Some of these buildings, such as the Butchers' Hall and adjoining storage sheds, are clearly in need of extensive repair. They now form the core of the proposed THI.

A Conservation Plan, similar to that already prepared for the Police Station and Guildhall, would help to guide any changes to these buildings in the future, including their repair.

Site Specific Action 3:

- *The Town Council will consider carrying out enhancements to the Pannier Market and its associated buildings in accordance with the Public Realm Strategy*
- *The Town Council will consider commissioning a Conservation and Management Plan for Town Council Estate*

8.4 Bank Square

Bank Square is the least attractive of all of the town centre's public open spaces but with care it could provide a hub for outdoor activities for businesses in Market Street and King Street. The square is currently used as a public car park, with informally laid out bays which cover nearly all of the space. The square is currently paved in concrete paviors, clay paviors or concrete, with concrete bollards mixed with granite or cast aluminium examples. Elderly 'heritage' street furniture, most of it in need of decoration, and a 'Bank Square' Borough Council notice board (which needs also attention) all add to a general feeling of neglect. Next to the square, the Tavy Textile Fabric Centre is a negative building whose sensitive redevelopment would be

welcome. No. 22 Market Street, on the corner with Bank Square, is currently being restored as a delicatessen and café.

It is suggested that Market Street, King Street and Bank Square would greatly benefit from an enhancement scheme as follows:

- Remove car parking leaving 3 disabled spaces
- Remove existing planting and whitebeam trees
- Provide enclosed courtyard with high quality paving, preferably granite
- Provide minimal new street trees and planting
- Provide improved interpretation panels to match Town Council plaques
- Negotiate with adjoining owners to see if the use of the space for outdoor events or as part of a business, such as a café, can be agreed (see above)
- Consider traffic calming measures in Market Street and King Street, including full or partial pedestrianisation

In addition, there should be a third party grant scheme for properties in the surrounding streets as part of the THI scheme for the whole town.

Site Specific Action 4:

- *The Borough Council will seek an enhancement scheme for Bank Square in accordance with the Public Realm Strategy, which could be funded through the THI grant scheme (if approved)*

8.5 Bedford Cottages

The four groups of listed Bedford Cottages in Parkwood Road, Dolvin Road, Fitzford and Westbridge, are all suffering from a variety of unauthorised alterations including plastic windows and front doors, changes to the chimneys, wall surfaces, and roof materials. The removal of boundary walls is another issue. Internal alterations may also have taken place without Council approval. Many of these have taken place since the buildings were listed. The Borough Council produced a brief guidance note some years ago, pointing out what was important about the buildings and how unsympathetic changes would adversely affect the special character of the listed buildings. However it appears that unsuitable changes have still taken place without the consent of the Borough Council.

The Bedford Cottages are a unique and valuable survival from Tavistock's industrial past and provide an example of the enlightened patronage of the Bedford Estate. They are of national importance and must be preserved and enhanced for future generations. The following actions are proposed:

- Production of a detailed Design Guide to be distributed to every Bedford Cottage owner free of charge, showing the following:
 - Historical development
 - Social and historical significance
 - Principal architectural features

- Methods of repair
- Control of alterations, internally and externally
- Procedures for Listed building Consent and Planning Permission
- Preparation of a grant scheme (perhaps using funds from WDBC)
- Possible acquisition of a Bedford cottage by a new Historic buildings Trust to act as an exemplar

Site Specific Action 5:

- *The Borough Council will consider commissioning the preparation of a new Design Guide for the Bedford cottages*
- *The Borough Council will consider a grant scheme to help owners of the Bedford cottages with repairs*
- *The Borough Council will consider encouraging the setting up of a Tavistock Historic Buildings Trust to purchase a Bedford cottage to act as an 'exemplar' to other owners*

8.6 Abbey remains

It has already been noted that repairs are needed to some of the abbey remains, most particularly the Still House, some of the abbey precinct walls, and Betsy Grimbal's Tower. Specific funds should be allocated to their immediate repair and possibly set aside for their future maintenance.

Site Specific Action 6:

- *The Town Council should consider developing a long term plan to restore and maintain the abbey remains, in partnership where necessary with private owners*

9 DELIVERING THE ACTIONS

9.1 The strategy

It is important that Tavistock should be as self-sustaining as possible – physically, socially and economically – if it is to remain in anything like its present state. Achieving this requires constant management. There is always a natural desire to leave things as they are but, in reality, nothing stands still in a changing world. Like gardens, places have to be nurtured.

With the assistance of the local community, the Conservation Area Character Appraisal has identified the challenges that Tavistock faces and these are summarised at 1.2 above. These issues can be addressed by the actions summarised in Appendix 2.

Clearly, the actions include some that can start immediately while others may only be aspirations at present pending the development of resources. Resources, however, are not the issue for immediate actions. Spending decisions are constantly being made and the challenge is to ensure that those investments are made in ways that benefit the special character of the conservation area. Priorities are, therefore, a matter of expediency as well as urgency and the Action Plan sets out the tasks in immediate, medium and long-term timescales over a five-year period.

The Management Plan can only be effective, however, if it is actually implemented. It is important that responsibility for the actions is accepted and the Action Plan assigns tasks to specific teams or individuals so that they can be included in their workplans.

Success will require commitment by all Borough Council departments and their partners to ensure the sensitive exercise of controls, such as planning permissions, building control, fire regulations and highways standards, in the best interests of the town and, likewise, the sensitive deployment of such resources as are available. Success depends also on the part played by other stakeholders including the Town Council, businesses, amenity groups, and the residents of Tavistock. It is also vital that the Borough Council allocate adequate resources for these Actions to be successfully implemented.

9.2 Expectations

West Devon Borough Council

The designation and review of conservation areas are legal requirements. In support of these statutory duties, the Borough Council can be expected to commit adequate resources by ensuring it has access to the necessary skills and that it adopts appropriate policies. It should also ensure that communities are sufficiently informed about the implications of designation so that they too can play their part.

Although the administration of conservation areas is largely a planning function, there are many other actions that can impact on character and appearance, for

instance the maintenance of public buildings. It is important, therefore, that conservation aims are coordinated across all local authority departments. The re-establishment of a full time conservation officer's post will help to ensure that this coordination is achieved.

Standards designed for modern environments should not be applied unthinkingly to areas and buildings that have stood the test of time. The Borough Council can, therefore, be expected to be sensitive to the special interest of the Tavistock Conservation Area and its historic buildings in exercising, for instance, building control, fire regulations and highways standards.

Owners and residents

Those who live and work in the conservation area are expected to recognise the collective benefits they enjoy. For this, they must understand the need to take a contextual view of any proposals, rather than acting in isolation.

Some degree of change is inevitable in conservation areas and the issue is often not so much whether change should happen, but how it is undertaken. Owners and residents can minimise the effects of change by employing skilled advice when preparing development proposals and by avoiding unrealistic aspirations.

Community involvement

It is important that communities are well-informed about the qualities of their conservation areas and of the opportunities for enhancing them. While the Borough Council is a useful source of advice, there is a significant role for the local amenity societies and other stakeholders to explain what matters, what is possible, what is expected and what has been achieved elsewhere.

The Town Council, possibly working with a new Conservation Area Advisory Committee, can provide a vital interface between the community and the local authority. It can also provide local knowledge and local responses to policy initiatives and development proposals.

9.3 Priorities

It should be noted that West Devon Borough Council may, in time, become part of a larger, unitary authority covering a significant amount of the county. Priorities in this document may therefore be affected by possible changes to staffing and resources. Equally, however, they serve to inform the need to maintain those resources.

Actions for the Borough Council, Town Council and Devon County Council

Immediate project (6-18 months) are generally those that can be adopted without reference to other programmes including resource planning. They will be capable of being completed within the next year:

- Formal adoption of the Conservation Area Character Appraisal review
- Formal adoption of the Management Plan review

- Publish a Town Interpretation Plan as part of the establishment of Tavistock as a Key Centre in the World Heritage Site
- Commission a Design Guide for Tavistock
- Adopt the Public Realm Strategy for Tavistock

Medium-term projects (18 months – 5 years) are those that require preparation but can be completed within three years:

- Complete and publish a traffic management and a pedestrian priority scheme for Tavistock, in partnership with the Town Council and Devon County Council
- Consider new car parks and possible Park and Ride scheme
- Consider and, if appropriate, produce a Shopfronts leaflet
- Produce further householder planning guidance when appropriate
- Consider an Article 4 Direction for the Tavistock Conservation Area
- Carry out a Buildings at Risk survey of the whole Borough
- Seek to find a suitable new use for the Guildhall, such as a WHS Visitor Centre
- Support actions to secure the future of the Guildhall including the possibility of establishing a Tavistock Historic Buildings Trust
- Explore the possibility of the new Trust acquiring one of the Bedford Cottages and restoring it as an 'exemplar'
- Select further buildings for possible statutory listing
- Establish a policy and criteria for Local Listing
- Use community involvement to select buildings and structures for the Local List
- Guildhall Square – carry out enhancement scheme (?THI funded)
- Bank Square - carry out enhancement scheme (?THI funded)
- Consider and, if appropriate, produce a Design Guide for the Bedford Cottages

Continuous tasks require regularly revisiting:

- Ensure that the historic environment is adequately represented in the policy content and priorities of the Local Development Plan
- Ensure links with other policy areas to protect the landscape setting of the Tavistock Conservation Area
- Continue to jointly manage the Tamar Valley Mining Heritage Project
- Continue to support local organisations and stakeholders
- Preserve positive buildings in the Tavistock Conservation Area, and seek the sensitive redevelopment of any negative buildings
- Ensure that development control practice:
 - Requires planning applications for 'material' changes such as new windows or roof materials on unlisted commercial properties
 - Guarantees that all new development in the Tavistock Conservation Area is of the highest quality, with particular reference to rooflines, height, bulk, materials and details

- In conjunction with English Heritage, monitors and preserves the scheduled monuments and listed buildings in its care
- Guarantees that detailed archaeological evaluations of buildings are provided when necessary
- Provides training on conservation issues for elected councillors and non-specialist staff;
- Adopts an Enforcement Strategy, including Repairs Notices, Urgent Works Notices, and Section 215 Notices
- Protects and enhances trees in the conservation area in partnership with local groups
- Establishes a rolling programme of Conservation Area Appraisals and Management Plans
- Monitor changes in the conservation area, including producing and the regularly updating a photographic baseline for Tavistock, which should never be more than four years old
- Monitor the condition of the Guildhall and take action if the building is threatened by neglect
- Review of the Tavistock Conservation Area Appraisal on a five-year basis;
- Annual review of this Management Plan
- Seek the undergrounding of all wires in the conservation area
- Possibly extend existing historic plaques scheme
- The Town Council and the Borough Council could consider joining the HTF and other suitable networking associations

9.4 Action Plan

A spreadsheet setting out the various actions above, who is responsible, and their likely cost, is included at Appendix 3. The total cost for the Borough Council is difficult to predict exactly, but if all of the actions recommended were carried out in the time scale suggested, the following amounts would have to be budgeted for:

- Immediate Actions (6 to 18 months) Around £50,000
- Medium term Actions (18 months to five years) Around £33,000

These figures do not take into account officer time.

9.5 Commitment and adoption

It is important that the Borough Council and its partners should commit themselves corporately to the delivery of the Action Plan so that individual tasks are built in to the work programmes of teams and individuals.

It is also important that the Management Plan is formally adopted by the Borough Council so that it informs the Local Plan and that its intentions carry due weight in the consideration of planning proposals.

9.6 Monitoring and review

The efficient delivery of a conservation service requires regular monitoring of change and the agents of change. The Borough Council is expected to undertake:

- Periodic reviews of the effectiveness with which the service addresses pressures for change
- Updating of the baseline photographic survey on a four-yearly basis
- Review the Tavistock Conservation Area Character Appraisal on a five-year basis
- Annual review and updating of the Tavistock Conservation Area Management Plan

Appendix 1 CRITERIA FOR LOCAL LISTING

1 Purpose of a Local List

Buildings that are listed nationally are protected by law. They tend to be buildings of higher quality and generally date from before 1840. The purpose of a Local List is to identify locally significant buildings and other features which may not be considered eligible for statutory listing.

2 The effect of local listing

The protection of buildings or other features which are Locally Listed can be achieved through policies in the Local Plan, or in Supplementary Planning Guidance. The identification of these special buildings or features is also best achieved through consultation with local communities, giving them 'ownership' of the Local List and helping to inform and enlighten local knowledge.

Although there is no statutory protection for such buildings, local listing can be a material consideration to be taken into account in determining planning applications.

3 Principles of selection

Locally listed buildings or structures are those which make a special contribution to the history, appearance, character, and cultural value of West Devon. They include the following:

- Buildings which have qualities of age, style, materials and detailing;
- Well detailed historic shopfronts;
- Historic structures such as walls or railings;
- Historic street furniture including post boxes, bollards, or street lighting;
- Historic sites (where scheduling as an 'Ancient Monument' is not appropriate), such as railway remains and other features of Devon's industrial development;
- Other features which have historical or cultural significance, perhaps by association with a famous person or event.

They should all survive in a clearly recognisable form, with their historic features and layouts still present. Some selection of the better examples of these buildings or structures will be necessary, so in some cases the most authentic and interesting of a group of buildings may be Locally Listed, rather than the whole group. It is likely that most of the entries will date from the mid-19th to the mid-20th century, but recent buildings of outstanding quality could be considered.

4 Categories

In summary, the Local List for West Devon could include the following categories:

(i) Buildings

These may include:

- Buildings designed by a particular architect or designer of regional or local note;
- Good examples of well designed domestic buildings which retain their original details and materials
- Good examples of educational, religious or community buildings which retain their original details and materials
- Landmark buildings or structures of notable design
- Buildings or structures of which contribute to our understanding of the development of the area

(ii) Structures

These may include:

- Notable walls or railings
- Street lighting
- Bollards
- Street surfaces
- Post boxes

(iii) Historic Association

These must be well documented and may include:

- Any building or structure which has a close association with famous people or events
- Any building or structure which has a close association with an important local feature including statutorily protected sites or buildings

Appendix 2 SUMMARY OF PROPOSED ACTIONS

STRATEGIC ACTIONS (Chapter 3)

Strategic Action 1:

- *The Borough Council will seek ways of promoting Tavistock's role as part of the World Heritage Site, including the improvement of the interpretation and orientation facilities.*

Strategic Action 2:

- *The Borough Council will continue to support local organisations and to act as intermediary between different action groups as required*

Strategic Action 3:

- *The Borough Council will continue to implement the proposals for improving Interpretation and Visitor Orientation facilities in Tavistock*
- *The Town Council will consider preparing further plaques in collaboration with the Tavistock and District Local History Society*

Strategic Action 4:

- *The Borough Council, Town Council and County Council will consider ways of improving pedestrian safety and reducing traffic through the centre of Tavistock.*

Strategic Action 5:

- *The Borough Council and Town Council will continue to monitor the car parking situation and will consider the addition of more car parking, particularly long term, as and when necessary. An extension of the occasional Park and Ride system may be required in the future if Tavistock visitor numbers rise, in which case a suitable out of town site will need to be identified (possibly associated with a new railway station).*

ORGANISATIONAL ACTIONS (Chapter 4)

Organisational Action 1:

- *To achieve higher quality applications, residents and business owners will be encouraged to appoint appropriately qualified and experienced agents to represent them when changes are proposed, particularly where the site affects a conservation area or a listed building*

Organisational Action 2:

- *The Borough Council will adopt a consistent and generous interpretation of what it considers to be a ‘material’ change*
- *The Borough Council may review the possible need for Article 4 Directions from time to time*
- *The Borough Council will promote consistent decision making and consider providing training opportunities for the decision makers to support this process*

MANAGEMENT AND CONTROL (Chapter 5)

Management Action 1:

- *The Borough Council, assisted by English Heritage, will continue to monitor and control the scheduled monuments in its care, having regard to the advice contained within the NPPF*

Management Action 2:

- *The Borough Council, assisted by English Heritage, will continue to monitor the listed buildings in its care, having regard to the advice contained within the NPPF*

Management Action 3:

- *The Borough Council would support the Tavistock and District Local History Society, or others when appropriate, should they consider spot listings to update the statutory list for Tavistock*

Management Action 4:

- *The Borough Council will consider the allocation of resources required to prepare a Local List including:*
 - *Adopting appropriate criteria*
 - *Including provision for local listing in planning policy*
 - *Involving communities in the selection of buildings and structures*

Management Action 5:

- *The Borough Council will ensure that local publicity for conservation areas will make clear the consequences of designation including the presumption in favour of retaining positive buildings*
- *Applications for the demolition of any ‘positive’ building in a conservation area will be assessed in a similar way to applications to demolish a listed building, and the applicant will be expected to demonstrate why the building is beyond*

economic repair, and to prove that it has been offered on the open market as an alternative to demolition

Management Action 6:

- *The Borough Council will support the sensitive redevelopment of sites or buildings identified as opportunity sites or buildings on the Designations Map, subject to design details being of such a quality that they make a significant positive contribution*

Management Action 7:

- *The Borough Council will support the sensitive enhancement of neutral buildings or their replacement with new buildings, as long as they are well designed and detailed*

Management Action 8:

- *If considered beneficial, the Borough Council will consider serving an Article 4 Direction for the Tavistock Conservation Area to cover all unlisted dwelling houses and boundary walls that make a positive contribution to the character of the area*

Management Action 9:

- *The Borough Council will consider developing a more detailed Enforcement Strategy to explain the circumstances in which various forms of action are taken and the priority that is given to the historic environment*

Management Action 10:

- *As appropriate, the Borough Council will make full use of its powers to serve Repairs Notices, Urgent Works Notices, and Amenity Notices*

Management Action 11:

- *The Borough Council will consider commissioning a Buildings at Risk survey of the Tavistock Conservation Area, possibly in conjunction with a survey of the whole Borough*

Management Action 12:

- *The Borough Council will insist that all listed building consent applications contain a reasoned justification for the work and will also, in select cases, require a detailed archaeological evaluation, prepared by an expert in the field*

Management Action 13:

- *The Borough and Town Councils may consider preparing a Shopfront Guidance leaflet*

ECONOMIC ACTIONS (Chapter 6)*Economic Action 1:*

- *The Borough Council will continue to seek grant aid for the Tavistock Conservation Area*
- *Regardless of the outcome of any grant bid, the Borough Council will consider taking action to protect listed buildings in the Tavistock Conservation Area where they are considered to be 'at risk' from neglect*

SPATIAL ACTIONS (Chapter 7)*Spatial Action 1:*

- *The Borough Council will carefully monitor applications on the outskirts or edges of the Tavistock Conservation Area, and may resist those which could adversely affect the conservation area due to the proposed development's use, height, bulk, detailing, loss of open space, or the loss or the negative effect on important views into or out of the conservation area.*

Spatial Action 2:

- *The Borough Council will monitor the need for an Urban Design Strategy for the Tavistock Conservation Area*

Spatial Action 3:

- *The Borough Council will ensure that all new development in the Tavistock Conservation Area is sympathetic to the surrounding historic environment with particular reference to height, bulk, building lines, plot sizes, plot ratios, materials and details.*

Spatial Action 4:

- *The Borough Council will encourage all applications for change to historic buildings (listed, locally listed and 'positive') to use the correct materials and details.*

Spatial Action 5:

- *The Borough Council, in partnership with Devon County Council and Tavistock Town Council, will consider adopting the Public Realm Strategy to*

provide guidance on materials and details for the public realm in the Tavistock Conservation Area.

Spatial Action 6:

- *The Borough Council will consider measures needed to achieve the incremental undergrounding of all wires within the conservation area, including entering a partnership with the various statutory bodies*

Spatial Action 7:

- *The Borough Council will continue to provide technical advice on the care of trees in the Borough and will liaise with the Tavistock Tree Preservation Group and local Tree Wardens as necessary to ensure that all trees within and on the edges of the conservation area are protected and cared for.*

SITE SPECIFIC ACTIONS (Chapter 8)

Site Specific Action 1:

- *The Borough Council will monitor the condition of the Guildhall and will encourage the existing and any future owners to maintain and repair it to the required standard*
- *The Borough Council will consider supporting the establishment of a Tavistock Historic Buildings Trust to take over the Guildhall, and possibly other buildings in the vicinity*

Site Specific Action 2:

- *The Borough Council, in partnership with Devon County Council and the Town Council, will promote an enhancement scheme for Guildhall Square in accordance with the Public Realm Strategy, the long term aim of which would be to assure safe parking and/or provide an enhanced pedestrian only space*

Site Specific Action 3:

- *The Town Council will consider carrying out enhancements to the Pannier Market and its associated buildings in accordance with the Public Realm Strategy*
- *The Town Council will consider commissioning a Conservation and Management Plan for Town Council Estate*

Site Specific Action 4:

- *The Borough Council will seek an enhancement scheme for Bank Square in accordance with the Public realm Strategy, which could be funded through the THI grant scheme (if approved)*

Site Specific Action 5:

- *The Borough Council will consider commissioning the preparation of a new Design Guide for the Bedford cottages*
- *The Borough Council will consider a grant scheme to help owners of the Bedford cottages with repairs*
- *The Borough Council will consider encouraging the setting up of a Tavistock Historic Buildings Trust to purchase a Bedford cottage to act as an 'exemplar' to other owners*

Site Specific Action 6:

- *The Town Council should consider developing a long term plan to restore and maintain the abbey remains, in partnership where necessary with private owners*

Appendix 3 ACTION PLAN

IMMEDIATE ACTIONS (6 TO 18 MONTHS)			
Action	Responsibility	Timescale	Cost (£)
Adopt CA Character Appraisal review	WDBC and TTC	Spring 2014	Nil
Adopt CA Management Plan review	WDBC and TTC	Spring 2014	Nil
Publish a WHS Key Centre Interpretation Strategy	WDBC	Spring 2014	Nil
Adopt the THI Public Realm Strategy	TTC and WDBC	Spring 2014	Nil
Consider commissioning a Design Guide for Tavistock	WDBC	2015	If appropriate, would be commissioned in 2016
MEDIUM TERMS PROJECTS (18 MONTHS TO 5 YEARS)			
Action	Responsibility	Timescale	Cost (£)
Consider appropriateness of Shopfronts leaflet and other householder guidance	WDBC	18-24 months	About £1,500 per A4 leaflet plus printing costs
New use for the Guildhall	WDBC	18-24 months	Capital costs of approximately £1.5m
Establish a Tavistock Historic Buildings Trust	WDBC	18-24 months	Officer time plus set up costs of around £5,000
Pannier Market enhancements	TTC and DCC	18-24 months	THI

Guildhall Square enhancements	TTC and DCC	18-24 months	THI
Consider an Article 4 Direction	WDBC	18-36 months	Consultants' fee about £5,000 plus photographic survey £1,500; plus officer time
Building at Risk survey for whole Borough	WDBC	18-36 months	Consultants' fee about £10,000 to £15,000
Acquire a Bedford Cottage and renovate as an exemplar of good historic building practice	WDBC working with TTC and new H B Trust	18-36 months	Officer time, plus input of Trust - funding potential includes the Architectural Heritage Fund
Review Local and Statutory Listing	Tavistock and District Local History Society and others	18-36 months	Volunteers and some officer time
Bank Square and Market Street enhancements	WDBC and DCC	Medium to Long term	Possible inclusion in the THI scheme
Prepare Conservation Management Plan for Town Council owned properties in Tavistock	Tavistock Town Council	24-36 months	£10-15,000 consultants' fee or in-house
New car parks and Park and Ride	WDBC, TTC and DCC	Long term	Unknown
Consider traffic management and pedestrian priority schemes	WDBC and DCC	Long term	Unknown
Underground overhead wires etc	WDBC, TTC and DCC, in partnership with Statutory Undertakers	Longer term	Could be a phased programme spending (say) £25,000 pa for 3 years as an initial project
Extend historic plaques scheme	Tavistock Town Council	36-60 months	£2,000 initial spend

Repairs to Still House, Betsy Grimbal's Tower, and abbey cloisters in St Eustachius Churchyard	WDBC, TTC and English Heritage	36-60 months	Allow £120,000
Work to Dolvin Road Cemetery	Tavistock Town Council	36-60 months	Allow £5,000 over five years
Consider joining the Historic Towns Forum (HTF)	WDBC and TTC	Not applicable	Annual subscription of around £750
Consider an updated Design Guide for the Bedford Cottages	WDBC	2016	£6 - 10,000