

# Shere Conservation Area Study and Character Appraisal

## CONSULTATION DRAFT



**GUILDFORD BOROUGH COUNCIL**

Adopted: Date

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## 1 INTRODUCTION

### **What is a Conservation Area?**

Conservation Areas are defined as *'areas of special architectural or historic interest the character of which it is desirable to preserve or enhance'*. Designation *'provides the basis for policies designed to preserve or enhance all the aspects of character and appearance that define an areas special interest'*.

The Civic Amenities Act of 1967 introduced Conservation Areas in the UK. Guildford Borough Council is therefore required by law to protect designated areas from alterations or development that would adversely affect their character and appearance.

### **Purpose and Objectives of a Conservation Area Character Appraisal**

The purpose of a Conservation Area Character Appraisal is to *'clearly identify what it is about the character or appearance of the area which should be preserved or enhanced, and set out the means by which that objective is to be pursued'*, and it is hoped that *'clear assessment and definition of an area's special interest and the action needed to protect it will help to generate awareness and encourage local property owners to take the right sort of action for themselves'*. (Planning Policy Guidance Note 15 paragraph 4.9)

***Designation as a Conservation Area and the aim of this character appraisal is a preliminary positive action to enhance the area.***

**The aim of this conservation area character appraisal is to:**

- Improve the understanding of the history and the historical context of the Conservation Area
- Generate awareness of exactly what it is about the conservation area that makes it 'of special interest'
- Provide residents with a clear idea of what it is about the conservation area that should be cared for and preserved
- Provide residents with a clear idea of what enhancements could be made to the conservation area
- Provide Guildford Borough Council with a valuable tool with which to inform its planning practice and policies for the area

### **How it will work**

Conservation Area law concentrates on the importance of preserving the character and appearance of Conservation Areas. If you own a property in a Conservation Area you will need to apply for permission to do certain work to your building and to trees.

### **The Shere Conservation Area Boundary**

Shere conservation area was designated on 31 July 1973. There are no current plans to alter the existing boundaries which are set out in the map referred to in the appendix.

### **Listed Buildings and Locally Listed Buildings**

Shere has 61 listed buildings within its conservation area. These buildings are considered to be of special architectural or historic interest on a national scale. In addition to this statutory list, the Borough Council is in the process of compiling a list of buildings of special local architectural or historic interest. This is known as the

Local List. It is the policy of the Council to identify those buildings that are important to the local character of Shere but which may not quite meet the requirements of statutory listing. Shere does not currently have any buildings on the local list, but candidates for inclusion may arise as a result of the character assessment.

### Sustainability Appraisal

A 'Sustainability Appraisal' (SA) has been undertaken whereby the content and recommendations in this draft Conservation Area Character Appraisal have been compared against sustainability criteria. The SA is available as a separate document.

As part of the SA process, an Annual Sustainability Monitoring Report (ASMR) will be produced to record data for all indicators set for the Local Development Framework Sustainability Appraisal. The first ASMR is likely to be required in 2008. The ASMR will include a commentary on how the key indicators relevant to this appraisal have performed, such that action can be considered to address any issues arising.

## 2 HISTORICAL DEVELOPMENT

The village dates back to the Saxon period. The Doomesday book in 1086 records Shere, then called *Essira* as a saxon village with a church and some 30 families. It was a farming based community that developed along the Tillingbourne river, with arable crops growing on land to the south and sheep grazing on the chalk land to the north. The surrounding woodlands provided an ample source of timber for building as well as good foraging ground for pigs.

The Royal Manor of Shere was granted to William Warrene, Earl of Surrey in 1087, passing eventually to Richard Fitzgeoffry, Lord Lieutenant of Ireland. Fitzgeoffry died without a will in 1297, leaving his estates to be divided amongst his four sisters. This led to the division of Shere into two manors: *Shere Vachery* and *Shere Eborum*, with the greater part of the land in the village being allocated to Vachery. This split was a key factor in the development of Shere.

*Shere Vachery* was granted to Reginald Bray in 1485 and has remained in the Bray family ever since. *Shere Eborum* was purchased by the Bray family in 1547, sold, and then repurchased in 1771. The land covered by the manor of Gomshall Netley to the east of the Village was granted to Edmund Bray in 1537, this land was eventually sold and became Netley Park, with the main house being built in the late 1850s by Sir Edmund Lomax. To the west of the village the land was owned by the church and the Manor of Albury, which later developed into Albury Park.

Shere prospered during the 16<sup>th</sup> and 17<sup>th</sup> centuries and the area grew into a large village. The main sources of its economic growth was farming, with the addition of traditional crafts, such as weavers and tailors. This period of economic growth brought about new development including the rebuilding of existing medieval buildings and farmhouses. The majority of the historic buildings in Shere date from the 16<sup>th</sup> century<sup>1</sup>. However, some buildings have sections that date back to earlier

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<sup>1</sup> Dendrochronology has been carried out on some of the buildings within Shere. The process involves the analysis of the annual rings of timber to determining its age. Samples taken from timbers of a building can be compared with a master core on file for that region or by taking cores from old living trees. This forms part of the Dendrochronological Project that is a programme of continuing research on early buildings within East Guildford. The project is a joint venture between Surrey Archaeological

Centuries of which some were originally 'open hall houses'. These buildings were established to the north and south of the market place, which was located along Middle Street and Shere Lane and westward along Lower Street and Upper Street. This concentration of buildings is reflected today in the character of the older, central area around The Square which creates a dense core to this compact rural village. The periphery of the village is broken up into ribbon development which generally follows the main access roads.

The parkland of Netley and Albury estates to the east and west and the Shere Estates land to both the north and south of Shere combined with its location in a valley, have acted as constraining factors on the growth pattern of the village and have contributed to its distinct boundary and buffer zone. The open character directly outside the central core of Shere, and its spacious countryside surroundings, has been created by the estate parklands. Today this legacy continues and the protection of village character is aided by the conservation area status. However, the presence of the estates has also limited the number of roads and lanes that cross the Surrey Hills, and much traffic therefore continues to pass through the village centre.

### **3. CHARACTER APPRAISAL**

#### **(i) Topography, views and vistas**

Shere is situated approximately 9km to the south-east of Guildford in Surrey. To the north are the North Downs and the by-pass that forms part of the A25 Guildford to Dorking road. To the south are the greensands of Hurtwood, with the fertile valley of the Tillingbourne river inbetween. The village was by-passed in 1960. Before then the main route from Guildford to Dorking passed through the village along Upper Street and Gomshall Lane.

The village stands within land designated as an Area of Outstanding Natural Beauty (AONB) and also an Area of Great Landscape Value (AGLV). In the adopted AONB Management Plan, the area is categorized under the Landscape Character Area of Greensand Valley: Pippbrook and Tillingbourne which is located between the high ground of the North Downs and Leith Hill. This is a delightful and highly attractive secluded valley landscape of mixed farming activities within a wooded setting. The landscape has a rich mosaic of fields, woods, country estates, streams, hedges, ponds, villages, parkland, hills, churches and scenic roads. Shere has a wealth of cultural and historic interest and is a popular visitor destination, and forms an important conservation area in this landscape context.

#### **(ii) Use and Activity**

The land use and topography are distinctive characteristics of Shere. The history of the village began in farming, though it is now predominantly a residential village, with small retail and service facilities. There is a large recreation ground and community hall to the north of the village and an open air swimming pool, built in the early 1890's. The pool, together with the surrounding field, provides a popular recreational open space near the centre of the village. Today, Shere is regarded as a small, picturesque, vibrant, and architecturally diverse rural village. It has been credited

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Society and the Domestic Buildings Research Group. Ash & Willow Cottages and Rookery Nook have been surveyed both 3 bay open hall houses, with crown posts and built in the late 15<sup>th</sup> century in a Wealden style.

with the title of “*Surrey’s prettiest village*” and lives with the advantages and disadvantages of a huge number of visitors all year round, from film crews to ramblers and day-trippers. The village benefits from supportive local residents and an active, both with a strong sense of pride in the village and community.

### **(iii) Overview of Streets, Buildings and Architecture**

Over the centuries, the core of the village has developed from what were original narrow burgage plots and is characterized today, by a “dense grain” of modest buildings on small plots. The village now has an intimate, meandering streetscape where the buildings in most cases abut each other and often stand directly onto the street. This dense grain disperses further away from the village core where development is characterized by larger buildings set in larger plots. The village edges merge into the countryside with an overriding presence of mature trees, hedges and gardens throughout the village. It is important to the character of the village that views and vistas across the valley, through the many gaps between buildings as well as across the rooftops, continue to give glimpses of the surrounding countryside.

The buildings are generally one and two storeys in height, with pitched, gabled roofs. Numerous chimneys give a strong vertical punctuation to a complex village roofscape that is largely of a similar ridge height. The most common roofing material is the plain clay tile with a rough, sandy texture. There are also some examples of natural grey slate roofs, decorative clay tiles and the Church has a distinctive timber shingled spire and a stone roof over the nave.

The pretty front gardens, many with boundary walls and hedging or occasionally a low picket fence, together with the highway verges and banks of the river contribute towards an attractive public realm which complements the historic local building form and creates continuity in the village streetscape.

The visual openness of the frontages is an important characteristic of the village. The low boundary walls and hedges that define the streets around the village are essential ingredients to the area. Removal or reduction of the greenery and/or boundary treatments to make way for off-street parking would be detrimental to the character of the conservation area and is seen as a threat to the character of the village.

Post-war development breaks away from the traditional pattern of development in Shere. Low-density housing, with larger footprints on larger plots have been developed in rear gardens. Typical examples of this post-war housing can be found on the west side of Orchard Walk and the houses that close the vista in Pilgrims Way. Pathfields estate, to the south of the village, is an example of an enlargement of the village which does not compromise the historic centre. The grain and scale of the village was not sufficiently taken into account in these instances, as they differ from the plots further towards the village centre.

#### **(a) Middle Street**

- This is effectively the high street in Shere.
- The street has a mixed use of residential property and commercial services. The post office, village shops, estate agents, local café and the blacksmith’s forge, all reside on this street.
- There is a mix of styles and building periods ranging from medieval to Edwardian. These in turn, bring a variety of materials and designs to the street.

- Timber framing is predominant, with a number of hall houses, painted brick, render and a mix of roofing materials, with predominantly plain clay tiles and some slate on later buildings.
- All the buildings about the road or are set back by a small garden which is bounded by a wall, hedge or low open picket fence.
- The Old Fire Station of 1886 originally housing horse drawn fire engines was converted into public conveniences by the Parish Council.
- The Forge was designed in the early 20<sup>th</sup> century by the local architect Edwin Lutyens. Other buildings designed by Lutyens include the half timbered tea rooms in Middle Street, East Lodge on Upper Street, and the Church Lych Gate.

### **(b) Upper Street**

- Together with Gomshall Lane and Bank Terrace, Upper Street used to form the old through road, before the bypass. The street has some of the oldest houses in the village, many of which are listed.
- Half way up Upper Street is a timber bridge that spans the road and forms a local landmark. This was a former pedestrian link from the new Manor House to the Old Kitchen Garden. The bridge that exists today was built in 1911 and replaced an earlier rustic bridge. It is currently in need of extensive repair and is highlighted as a potential enhancement project.
- The high garden wall on the south of the road forms the boundary to the Old Manor House Kitchen Gardens. There is a clear break in development along Upper Street, due to the land ownership and connection to the Manor House. This break is an important historical connection that should be retained.
- The street links to the A25 and is a key access route into and out of the village. It slopes down to the centre of the village and is characterized by its enclosure on both sides by either buildings or walls. A narrow pavement lies on the south side and its narrowness accentuates the problem with speeding traffic. Efforts to reduce speed of traffic could have harmful visual effects on the character of this street and should therefore be considered as a potential threat to the quality of the conservation area. See Chapter 4.

### **(c) Gomshall Lane and Bank Terrace**

- This lane has a loose knit pattern of buildings and gardens varying from the character of the old village centre.
- The lane is an access road into/out of the village, which combined with Upper Street, formed the previous main route through the village before the bypass.
- The buildings on the north of the lane are modern post war developments.
- Large detached properties in individual plots, close to road frontage and backing on to the recreation ground and the countryside.
- A closer, more compact form of development that runs along the lane characterizes the south side.
- The lane has a mixed use of services and residential, with key prominent buildings such as the school, the medical centre, and the Old Telephone Exchange, all on the south side.
- Bank Terrace forms a small stretch of road that joins Gomshall Lane and Upper Street together. The buildings stand close to the road and pavement, except for the village hall and the club house, both of which are on the north side of the lane and are set back off the road.
- The south side is mainly residential in use, except for the bank.



**(d) London Lane**

- This is a small track otherwise known as a B.O.A.T (Bridalway Open to All Traffic) that provides access to the recreation ground and joins up with the Old Drovers Way, a former cattle route to market.

**(e) Shere Lane**

- The Lane forms one limb of the central cross roads, joining The Square. Vehicles tend to speed along this steep road causing danger to pedestrians which is exacerbated by the absence of pavements.
- The land rises steeply to the south west of the Lane. The buildings on this section are located on higher ground than the road and bounded by retained walls and hedging.
- The north west side of the Lane is lower, with buildings abutting the roadside.

**(f) Lower Street**

- The street runs along the south side of the riverbank with houses on the south and allotments to the north.
- The only building on the north side is the Old Pumphouse, due to this area being in the floodplain.
- There is a mix of building styles mainly timber and brick, with some first floor tile hanging (on the south side).
- The buildings hold close to the road or are set back with small verdant gardens. Low 1m high brick walls or low picket fences with gates bound them.
- The majority of the buildings are residential except for 'Crumbs' the bakery shop.
- The road leads away from The Square and out of the village towards the Old Rectory in the west. The old burgage plots stretch back, with later infill development at the rear along Orchard Road and Willow Walk.
- The riverbank of the Tillingbourne is susceptible to erosion. Over the years the width of the river along Lower Street has increased due to people and ducks. The result is a slower rate of flow and shallow water.

**(g) Orchard Road**

- The road is a cul-de-sac accessed off Lower Street.
- To the west of the road is 20<sup>th</sup> century development with interwar housing. Terrace, semi-detached and flats feature, set back with low boundary fences.
- The interwar housing is low-density, well detailed development, with render and tile hanging.
- The later infill flats on the east side of the road are constructed of brick.

**(h) Willow Walk**

- This track is a side road off Lower Street that forms a boundary between the countryside and the edge of the settlement policy boundary. The track forms a cross road with Rectory Lane, crossing the river at the ford.
- All the development is on the east side of the Walk, formed of two large semi detached blocks and another detached building of Edwardian or Victorian provenance.
- Mixed hedging that has a gap and a drive up to the house bound the plots.
- The land to the west of the road is garden space with an informal tennis court.

### **(i) Church Lane and Church Hill**

- Church Hill slopes down from the south to the church and joins Church Lane.
- The Hill has little development, on the east side there are the two Church Hill Cottages.
- "Spinners" takes up the majority of the west side - a property forming a corner plot onto The Spinning Walk.
- There are views across gardens and through gaps to the countryside in the east.
- A key footpath from Gomshall runs across the field to the east of Church Hill, linking up as a route to the church.
- A place of worship has stood on the site of the current St James Church since the 8<sup>th</sup> Century. The present building dates from approximately 1190 and has a Norman tower with a broad spire, regarded as one of the finest examples of the Early English Transitional style. Sir Edwin Lutyens designed the lychgate in 1911.
- Church Lane links The Square to High House, the farm and the Estate Yard and runs along the south side of the churchyard.
- High House Farm has some traditional timber framed buildings dating from the 16<sup>th</sup> and 17<sup>th</sup> centuries, the granary, built in 1550, being the oldest building on the estate.
- The churchyard is bounded by a stone wall, on raised ground. The wall is an excellent example of Bargate Stone construction.
- Properties along Church Lane are located opposite the churchyard on the south side of the road. They are set back with front gardens and some have drives.
- Boundary details include low fences and gates, or low walls and railings..
- Off street parking is an issue along the lane, with parking along the churchyard wall and in the front gardens, to the detriment of the streetscape.
- The lane forms a key route for ramblers through the village.

### **(j) The Square**

- The right to hold a market in Shere was granted in 1309. The market probably occupied a rectangular area of land to the west of the churchyard, a portion of which survives as a triangle, forming The Square as it exists today.
- The encroachment of development on market places of regular shape was a common occurrence in the late middle ages and beyond, as temporary stalls became permanent before being replaced by shops. It is likely that some of the buildings around The Square were formed in this manner.
- The square has a mix of development, with residential and shop use predominantly, and two villages pubs.
- The Prince of Wales was originally built in the late 18<sup>th</sup> Century as a Cooks Beer House and has had later 20<sup>th</sup> Century modifications. The pub was built on land which was originally hop gardens stretching up the hill to the South, to what is now the Shere Museum, but which was once a Malthouse built around 1830.
- The White Horse pub is a two bay timber framed open hall house dating from around 1450 and originally used as a residence. The building has had numerous additions such as chimneys and jetties and was established as an inn during the later period of the 17<sup>th</sup> Century. It gained its mock timber exterior in about 1923.
- Houses are predominantly one and half and two storey in height.
- Timber frames, and brick and render feature commonly, with some clay tile hanging.

- The buildings have uncluttered, steeply pitched clay tile roofs with prominent gables and large brick chimneystacks rising above the roof level to create a distinctive roofline.
- The Square is very much the centre of the village and an important public open space. There were originally two ancient elm trees that grew in the centre of The Square, which were replaced with a single oak tree planted in 1961 which remains an important feature.
- Parking and turning is an issue around The Square, many cars congregate at the junction with Lower Street and cause congestion problems.

#### **(k) Spinning Walk**

- This development was originally within estate ownership but sold off in 1967.
- The development contrasts with the rest of the village in that the houses are generally larger modern detached buildings set back within the plots which are bounded by high mixed hedging and mature trees.
- Due to the rise of the land and large gardens, an important, open character acting something like a buffer zone between village and open countryside is set up.

#### **(l) Pilgrims Way**

- This cul-de-sac forms a later development infill, and has a confused layout.
- Although accessed by cars, it has a pedestrian dominated feel to it.
- The semi-detached buildings that end the street have long rear gardens and cramped frontages.
- Other buildings have a neutral impact in the road.
- There is some encroachment of the front garden of a property onto the public footpath, this is a point that The County Council should be encouraged to investigate and a possible point for enhancement.

#### **(m) Pathfields, Cricketts Hill and Pilgrims Close**

- These areas are all low-density post-war housing, following a suburban style of planned development rather than a result of natural village expansion.
- The houses to the south in Pathfields follow a Surrey vernacular design. Pilgrims Close has large detached bungalows, whereas Cricketts Hill is a more modern terrace style housing development.
- All these roads have the appearance of strong pedestrian priority with large front and rear gardens.
- There are clear views to the open countryside beyond and across the village from Cricketts Hill.

#### **(iv) Materials, Textures, Colours and Detailing**

The conservation area owes much of its character to the use of local building materials and vernacular architecture. Local, natural, materials and high quality craftsmanship have continued to be used in the design and buildings of the houses within the Village and wherever possible this should continue both for the main building structures and for boundary detailing which is so important to Shere. The presence of the Shere Estate has made an enormous contribution to ensuring use of traditional materials, construction techniques and detailing. The continued retention of original architectural features, detailing and use of appropriate repair techniques and materials is essential to protecting the character of the Shere conservation area.

#### **Timber**

- Many of the earliest buildings within Shere are constructed with a timber frame. These timber frames are in-filled with panels, originally wattle and

daub with lightly rendered or lime washed surfaces but now many in-filled with brick noggin or knapped flints.

- Some timber framed buildings are jettied at first floor level.
- Tile hanging often used on gable ends to protect the timber frame and make the building more weatherproofed.
- Timber framing is also used as an Arts and Crafts feature on Lutyens buildings e.g. The Forge and Tea Rooms
- Weather boarding is also evident within the conservation area but this is generally associated with outbuildings and agricultural buildings. It is generally finished with tar-black or painted white

New works:

- Since timber framing is so characteristic of Shere its conservation and traditional repair, together with retention and repair of original in-fill panels is essential.
- Weather boarding should be retained on most buildings where it currently exists but may not be appropriate to introduce it elsewhere since it is not a characteristic of the domestic buildings in general.

## Stone

- Shere is one of several villages in the Guildford area which is characterized by the prolific use of local stone.
- 'Bargate' and 'Hurtwood' are the local natural sandstones, Bargate being the more widely used and lends the village its mellow, buttery hues.
- Bargate is no longer quarried and is now in short supply. What is available, is usually in small pieces, which are only good for small scale repairs.
- Good alternatives to Bargate stone for building are Hurtwood, Midhurst and Chinthurst stone but advice should always be obtained from the Conservation Officer
- Bargate is most frequently used as un-worked coarsed 'rubble' stone.
- Bargate is favoured by Edwin Lutyens in many of his domestic buildings
- A distinctive local tradition is to use "galleting"<sup>2</sup> in combination with bargate stone. Usually, ironstone gallets are used.

New works:

Stone is an important characteristic of many buildings in the conservation area and should be retained wherever possible, and repointing should be carried out with sensitivity and in accordance with the original pointing specification.

*(picture of East Lodge- Lutyens as example?)*

## Brick

Many buildings within the village are constructed entirely from brick, or use it in combination with other materials. The colour, texture, bonding and use with other materials is an important influence on the visual character of the village conservation area.

- The traditional, local brick has an orange base and is multi-coloured and mixed.
- The surface treatment has depth and character, with a handmade rustic coarseness. Other than for construction, brick is frequently used in decorative detailing on stone or brick buildings. Such details include quoins,

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<sup>2</sup> Gallets – small stone chips or spall placed in wide mortar joints for decorative purposes or to reduce the amounts of mortar used. The technique is called galleting

coping, lintels, cills, and infill panels in the timber frames. Sometimes vitrified headers<sup>3</sup> have been used.

- Brick is frequently used for buttresses to walls.

### **Render and Mortars**

Render is widely incorporated into the design of buildings in Shere from Medieval, through Georgian and Post-war development, some of the latter being rough cast rather than smooth

- Historic renders would generally have been based on lime and should be repaired using lime.
- Lime wash or mineral pigments would have been used to cover the render

New works:

- Traditionally, lime based mortars have been used and should always be used for repairs. Since local sands would originally have been utilized, these sands should continue to be carefully chosen to create a perfect match during repair.
- Lime washes or mineral pigments should be used in preference to petroleum oil based paints on surfaces traditionally lime washed.

### **Roofs and tiling**

The roofscape of Shere village is a critical element of the character of the village, particularly since the village, being nestled in the valley, is viewed frequently from higher ground and the variation in ground levels gives an interesting feature.

- Roof pitches in the village are steeply sloping and predominantly gabled rather than hipped.
- Many buildings have gabled dormers or half dormers at the eaves.
- These dormers and gable end walls are often finished in handmade, plain clay tiles, some with tiles patterned. Tile hanging on other elevations and in particular on the first floor of buildings in the conservation area is also common. Some incorporate decorative patterns within the tiles.
- Handmade orange-red plain clay tiles are the local roofing material
- Some natural Welsh or Devon slate tiles used on lower pitched lean-to extensions or out buildings.
- The roofline is a dominant feature of most buildings. The retention of the original shape of the roof pitch and use of original or traditional roof material is important.
- Chimneys are a key feature of the skyline in Shere. Most of the stacks are positioned on the ridge or close to it, or they are located on the gable ends of the building. They are often wide and solid in appearance due to the need to serve several ground and first floor flues.

New works:

- Chimneys should always be retained as a characteristic feature. If unused, they should be vented but retained.
- New developments should attempt to incorporate chimneys effectively into proposals.
- Generally, any new or replacement rainwater goods should be in cast iron to the original pattern.

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<sup>3</sup> Vitrified headers – bricks with a surface glaze caused by the beginnings of melting in intense heat. Gives a shiny, often blackish finish. Headers, are bricks used so that their longest dimension is at right angles to the face of the wall. Thus vitrified headers are used so that the glazed end of a brick is exposed.

- Aluminum gutters may be acceptable in cases where the original section is no longer obtainable in cast iron, or simply as a cheaper alternative where permissible.

### **Windows and Doors**

The majority of the original style windows remain in place. Where they have been replaced, care using traditional design and materials has ensured that the character of the conservation area has been retained.

- The principal window form in the conservation area is a simple side-hung timber casement. Traditional sliding sashes are also evident.
- A small number of buildings in the conservation area have early metal casements which are equally important where they are original features.
- Some examples in the village have narrow glazing bars with split panes and others use leaded cams.
- Both the upright rectangular leaded design and the diamond pattern are featured within Shere.
- Some of the buildings have angled bay windows under the first floor jetty, with the jetty forming a roof over the bay. There are also numerous examples of curved oak braces or corbels supporting jetties and bays throughout the village.
- Entrance doors are traditionally located on the main elevation and are usually of a simple timber design.

#### **New works:**

- Existing windows should be retained and carefully repaired. If replacement is unavoidable, the new windows should be accurate replicas of the originals, in both pattern and detail. Timber sections, especially mouldings, should be to the original profile. This is of particular importance for glazing bars and meeting rails to horizontal sashes. New and /or repaired external joinery should normally be painted with gloss paint and not stained.
- Existing old glass, especially crown glass should be retained and re-used in new windows, as replacement with modern float glass will always adversely affect the appearance of the building.
- The use of sealed double glazing units should always be avoided on listed buildings and historic buildings within the conservation area. Secondary double glazing is usually an acceptable compromise for improving energy efficiency and sound proofing. Loose fitting windows can be repaired and upgraded with specialist, modern draught proofing techniques and can be fitted with security locks.
- Original doors should be retained. Where replacement doors are required they should follow the traditional form for the period of the building

### **Boundary Treatments**

A significant contribution to the character of Shere is provided by the enclosure of plots using walls, hedging and low open fences. The sympathetic enclosure of plots and lack of open-plan properties is a feature of the conservation area that should be continued.

- Most walls in the conservation area are constructed from coursed rubble Bargate stone with a traditional brick coping detail - some rounded, some brick on edge. Other walls are either entirely brick or brick and flint. Some incorporate tile creases.
- Some boundary stone walls feature galletting. This is an important feature which should be conserved.

- Walls form an important feature in the conservation area especially where they abut directly with the road. Walls of particular local importance have been marked on the map.
- Original iron railings are a rare feature, some stand alone, others adorn the top of low walls. They are not a characteristic feature of the village. New or repaired ironwork should be re-instated accurately to the original pattern and painted with gloss paint to the original colour scheme.
- The majority of the fences in the village are low and open in style, allowing vegetation to grow between and be seen through them. Picket style fences provide protection and help define a properties boundary, without providing a blank frontage.
- Hedges often have a softening effect on the boundary and provide enclosure to views and visual links to the countryside beyond. Trees and hedges form an important element within Shere and add to the verdant nature of the village and it's setting. Trees of importance have been identified on the map.

**New works:**

- The appropriateness of the use of railings in new development needs to be carefully considered when suggested as alternatives to masonry boundary walls, as should the use of fencing panels.
- Repairs and alterations to existing walls should always use the same material and bond pattern. In particular the original coping should be retained.
- The proliferation of Leylandii screening and close boarded 2m high fencing is not in character and has a detrimental visual impact on the conservation area.

**(v) Open Space, Trees and Footpaths**

- The Square is visually, a very important open space at the heart of the village. It acts as a landmark feature

**4 PRESSURES, ISSUES AND THREATS**

**(i) Traffic and Parking:**

The most notable issue affecting the conservation area is the pressure parking and congestion has on the character of the village. The narrow streets are often made hazardous and visually less inviting by on street parking since there is no car park available and many properties front directly onto the street without front gardens of any size or side access for vehicles. The pattern of development directly adjacent to the roadside is a characteristic of the conservation area which is important to retain and continue in new developments, but the need to incorporate some accommodation for cars is also essential if complete congestion is to be avoided. It is also important that people from outside the village, continue to be encouraged to visit since the vitality and economic viability of the various shops and businesses depend on this visiting trade and tourism. There is little prospect of the volume of traffic and car parking requirement being reduced, but there may be opportunity to create a small public car park somewhere in the village and this should be explored.

The level of car ownership and consequent need for parking may put pressure on the individual layout of plots in that owners may be tempted to create parking spaces on front gardens, or to create new openings to give vehicular access. This may lead to loss of the front boundary walls and fences which have been identified as important features within the village and would be visually damaging.

Traffic calming measures have been carried out recently within the village at the river bridge to enhance the safety of pedestrians primarily, but also other highway users. Sensitivity to the special character of the village is essential if additional traffic calming measures are to be proposed. Signage should be minimised and materials should be carefully selected to complement those which contribute to the character of the village. Simplicity in the design of schemes should be a priority thus avoiding clutter and features which would detract from existing character.

**(ii) Infill development:**

There is little opportunity for development within the conservation area but where this is possible it is essential to ensure that design, scale and form of buildings and plot sizes should relate closely in character to their surroundings. Key features such as roof, fenestration, frontages and boundary treatments must be carefully considered.

Views from outside the village should also be taken into account in developing any sites particularly on the boundaries of the village. Landscape setting and topography should be acknowledged.

**(iii) Incremental Changes:**

The area retains a rich architectural and historic heritage that remains largely unspoilt, which it is important to preserve and enhance. Well intentioned but inappropriate repairs, updating and alterations to houses and business premises, could easily begin to erode the very components that make the area special. Shop owners should be encouraged to retain and repair existing shop fronts. Original features, such as windows, doors, chimneys, walls etc which contribute to the character of the building / area should be retained and repaired. Any repairs or replacements should match the originals in size, design, colour and materials.

Landmarks in the village add to the character of the conservation area. For example, the bridge spanning Upper Street and the water fountain on Middle Street. Also, traditionally designed road signage adds to the character. It is possible that such items could fall into disrepair and appear economically unviable to repair or even replace. The bridge is currently under scrutiny since it is in a very poor condition. Efforts are being made to secure appropriate conservation and repair methods to retain the landmark. Similar efforts should be fully explored if any other features are under threat before allowing their removal and consequent dilution of character.

**(iv) Other issues and threats:**

Since the conservation area character is enhanced by the trees and hedges in and around the village, efforts should be made to retain and replenish stocks rather than to allow clearance even if on a small scale. Trees and hedges should be retained to keep the rural character of the road layout and integrate buildings in the streetscene.

Communication masts, Television aerials and associated equipment should not be sited where they would be dominant or intrusive in the village or in the surrounding countryside.

The village currently does not have any standard form of highway lighting. To a great extent this lack of lighting adds to the rural character of the area and is a positive attribute. However, there may be particular areas or isolated focal points where low level lighting is appropriate for personal safety reasons and visual enhancement of the village at night time. Such locations might be considered within a strategy for lighting. However, general increase in street lighting and low level lighting would urbanise the village and should be resisted.



The riverbank of the Tillingbourne is susceptible to erosion. Over the years the width of the river along Lower Street has increased due to people and ducks. The result is a slower rate of flow and shallow water.

## **5 OPPORTUNITIES, ENHANCEMENTS AND IMPROVEMENTS**

- Recommend specific buildings for Local Listing and Statutory listing
- The retention and preparation of sympathetic enhancement schemes for public spaces, such as The Square, and the erosion of the riverbank
- The enhancement of points of arrival and departure
- Traffic calming measures, particularly at the entrances to the village
- Explore opportunities for the provision of a public car park.
- Retain and repair bridge spanning Upper Street if possible
- Retain and reinstate traditional surface materials
- Advertise and administer grant aid to replace inappropriate windows, doors and chimneys
- In order to prevent the further loss of original features of the area consideration is given to greater planning controls, through Supplementary Planning Guidance and applying Article 4 Directions to remove permitted development rights on specific features.
- Continue liaison with Surrey County Council Highways Authority to ensure that street works preserve the character of the Conservation Area, i.e. maintenance of pavements with traditional curbs
- The design, scale and materials of new buildings or extensions should be of a high quality that re-enforces and complements the character and respects the architectural and historical richness of the village.

### **Grants**

Guildford Borough Council and the Surrey Historic Buildings Trust are both able to make grants independently for the repair and maintenance of Listed Buildings. In addition, Guildford Borough Council may grant-aid the restoration and repair of prominent external features on Local List buildings, and unlisted buildings within Conservation Areas.

### **Sustainable Development and Construction**

Wherever possible, the measures outlined in the Council's Sustainable Development and Construction Supplementary Planning Document (SPD) should be adopted, whilst taking into account the need to maintain the distinct character and appearance of the area.

## APPENDIX 1

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## **APPENDIX 2**

### **Sources of further information**

The Guildford Borough Council *Local Plan* contains relevant information and policies on development in the Borough.

For further advice please contact:-

The Projects and Conservation Team  
Environmental Policy and Design Services  
Guildford Borough Council  
Millmead House  
Millmead  
Guildford. Surrey  
GU1 4BB  
Telephone 01483 444665

### **Other useful contacts:**

The Victorian Society,  
1 Priory Gardens,  
Bedford Park  
London W4 1TT  
Telephone 020 8994 1019  
Website [www.victorian-society.org.uk](http://www.victorian-society.org.uk)

The Society for the Protection of Ancient Buildings  
37 Spital Square  
London E1 6DY  
Telephone 020 7377 1644  
Website [www.spab.org.uk](http://www.spab.org.uk)

English Heritage  
Customer Services Department  
PO Box 569  
Swindon SN2 2YP  
Telephone 0870 333 1181  
Website [www.english-heritage.org.uk](http://www.english-heritage.org.uk)

Royal Institute of British Architects  
Telephone 0207 580 5533  
Website [www.riba.org.uk](http://www.riba.org.uk)  
[www.architecture.co.uk](http://www.architecture.co.uk)

The Building Conservation Directory  
Telephone 01747 871717  
Website [www.buildingconservation.co.uk](http://www.buildingconservation.co.uk)

## **APPENDIX 3**

### **Listed Buildings within Shere's Conservation Area. (Grade II unless otherwise indicated)**

#### **Anchor Cottage, Upper Street**

House. Early C17 refronted and extended in mid C19.

#### **Beulah Cottage and Bignolds, Upper Street (South side)**

Cottage, extended and divided. C17, remodelled in C19.

#### **Bodryn Cottage and Forge Cottage, Middle Street (West Side)**

Former hall house now divided. Late C15 to right with C17 cross wind to left hand.

#### **Bridge over the Tillingbourne, Middle Street**

Bridge. Mid C18.

#### **Chest Tomb to William Were, 1.5 yards north east of north east corner of Church Of St James, The Square**

Chest Tomb. Late C18.

#### **Chest Tomb, 1 yard north of north wall of Church of St. James, The Square**

Chest Tomb. Late C18.

#### **Delmont and Weyside, Lower Street**

Cottages. Early C17 with C19/C20 extension to right end.

#### **Denmarke, Upper Street (South side)**

House. Early C16. Timber framed clad in smooth render.

#### **Denton, Upper Street (South side)**

House, C16 and C17. Timber frame.

#### **Dial Cottage, Middle Street**

Cottage. Dated 1622 on stack. Timber frame.

#### **Duncombe Vault, 1.5 feet east of Church of St. James, The Square**

Chest tomb. Early C18.

#### **East and West Burdens, Upper Street (North side)**

House now divided. C16 refronted in C19 and restored in C20.

#### **East Lodge, Upper Street (North side)**

Lodge. 1894 by Sir E Lutyens.

#### **Elm Cottage, Upper Street (South side)**

Cottage. Early C17, timber frame.

#### **Gareth and the Old Cottage, Upper Street (North Side)**

Cottage, extended and divided. C17 left end rebuilt in C20 with brick and timber frame.

#### **George and Olwens Country Store, Middle Street (West side)**

House, now shop. 1892 BY Sir E Lutyens.

**Granary, 60 yards south of High House, Church Lane**  
Granary. C18.

**Haven Cottage and The Cottage, The Square (South side)**  
Cottage pair. C17, remoulded in C19.

**High House (formerly listed under Gomshall Road), Church Lane**  
House. Circa 1630.

**Knavehurst, Shere Lane**  
House. C17 hall, extended to rear in early C19 and to front left in C20.

**La Chaumiere Restaurant, Gomshall Lane (North side)**  
Cottage, now restaurant. C18.

**Lime Cottage, Upper Street (South side)**  
Cottage. Late C16 with C19 extensions to end.

**Little Besides House and Pantrys (formerly listed as Pantrys), The Square (North side)**  
House, now divided. C17 with C18 front.

**Lychgate to Church of St. James, The Square**  
Lychgate. 1901/02. By E Lutyens.

**Manor Cottage, Upper Street (South side)**  
Cottage. Late C16/C17.

**No. 1 to 4 (Vine Cottages) (formerly listed as Vine Cottages Nos. 1, 2 and 3) Upper Street, (North side)**  
Former hall house now divided. Early C16 to centre and right, mid C16 to left restored in C20.

**No. 3 (Percy Villas), Shere Lane**  
House. Brick dated to 1740's.

**Nos 1 and 2 (Tudor Cottages), Upper Street (North side)**  
House now divided. C16.

**Nos. 1 and 2 (The Cottage), Lower Street**  
House, now cottages. Dated at 1705.

**Nos. 1, 2 & 3 (Bank Terrace), Gomshall Lane (South side)**  
Terrace, now part offices. Late C18.

**Nos. 1, 2 and 3 (Old Manor Cottages), Upper Street (South side)**  
House. Extended and divided. C17, remodelled in C19.

**Old Way Cottage, Stream Cottage, Pantylla and Grove Cottage (formerly listed as Pantylla), The Square (North side)**  
Cottages with shop attached. C17, restored in C20.

**Post Office and Mumfords (formerly listed as Forests Stores with house attached), Middle Street (East side).**

House. Divided, now part shops. C15 to right, circa 1550 to centre and left.

**Rookery Nook and Shere Pottery Shop (formerly listed as Rookery and Grocers Shop), The Square (South side)**

Possible Wealden House, now part shop. C16 with C19 remodelling.

**Sayers, The Square (North side)**

House. Mid C18, extended to right in C20.

**Seaforth Cottage, Gomshall Lane (North side)**

Cottage. C17 remodelled in C19.

**The Church of St. James, The Square. Grade I**

Church. C12 Norman tower and north nave wall, C13 south aisle and chapel.

**The Forge, Middle Street (West side)**

Purpose built forge. Circa 1914.

**The Manor House and former stables and coach house at the Manor House, Upper Street**

House, now subdivided. Built in 1844 by George Basevi in Tudor style for the Bray family.

**The Old Fire Station, Middle Street (West side)**

Fire Station, now public conveniences. 1885.

**The Old Prison (formerly listed as Orchard Cottage), Lower Street**

House. Late C16 restored in mid C20.

**The Village Pound, Middle Street (West side)**

Cattle Pound. Ironstone rubble with brick quoins and end piers.

**The White Horse Public House, Middle Street**

House, now public house. Late C15/ early C16 cross wing to hall house with mid-C16 addition to centre and late C16 cross wing to south (left end) C19 and C20th to ends.

**Vaughans, The Square**

House. Late C16 restored in late C19/ early C20.

**Waitlands and Knapps Cottage, Upper Street (South side)**

House, now divided. Mid-C16 to left with C17 cross wing to right.

**Wall from Elm Cottage to Forge Cottage, Middle Street (West side)**

Wall. 1772 built by the Bray Estate. Sandstone rubble, part galleted with brick quoins and brick bonding course to base of rounded coping.

**Willow Cottage and Ash Cottage, Lower Street**

Former Wealden, now divided. Late C15/ early C16, altered in C17 and C19.

## **APPENDIX 4**

### **CRITERIA FOR LOCAL LISTING**

It is the policy of the Council to identify and protect those buildings that are important to the local character of an area but which may not be suitable for statutory listing, (Policy HE6 of the Guildford Borough Local Plan 2003). The Local List is a schedule of those buildings and structures that the Council considers to be of such local interest.

The Council has started to compile a local list with the aim of establishing a comprehensive list for the whole Borough.

#### **How are Buildings Chosen?**

The selection criteria is based on that used by English Heritage for the Statutory List, but the significance of a building's architectural quality or historic associations is assessed with regard to the character and development of the local area. The work of local architects, local historic associations, local building traditions and building materials will be relevant considerations.

The Local List would usually include:

- i) Buildings or structures which date from before 1840 and survive in anything like their original condition;
- ii) buildings or structures which date from before 1840 and 1914 which are of definite quality and character. Within this category careful selection will be necessary to ensure that poor examples are not included. The use of local styles will be particularly relevant when determining the value of such a building;
- iii) buildings which date from between 1914 and 1939 only if they have particular quality and character, Buildings from this period should only be included if they are fine examples of a contemporary architectural style, or the work of any notable local architects;
- iv) after 1939, only outstanding buildings that represent a particular architectural style.

#### **Implications for Residents**

The Local List does not introduce any new statutory controls relating to these buildings. However, most buildings now require an application to be made for demolition.

The Council will, as far as possible, encourage the same principles of conservation and good design as applied to Statutory Listed Buildings. Therefore, alterations or extensions to Locally Listed Buildings should respect and enhance the character of the original building. Particular attention will be paid to the scale, materials, and design of any extensions or alterations. The effect of any proposal on the setting of a Locally Listed Building will be considered.

#### **Grants**

Grants for Locally Listed Buildings may be available from the Borough Council. Eligible work will include the repair, reinstatement or replacement of prominent external features on Locally Listed Buildings. The amount of grant that may be

available is currently (August 2005) 20% of the cost of eligible work, including VAT, up to a maximum of £500.

Grants are not normally available for commercial properties, some rented properties, churches and religious buildings, and buildings where work has started before an inspection has taken place, or where the work has been completed.

Only one application for grant aid can be considered for a property per year.



## **APPENDIX 5**

### **ARTICLE 4(2) DIRECTIONS**

Planning controls in conservation areas are established nationally. Whereas they control larger scale development, some more minor works are exempt. In an area such as St Catherine's where features such as chimneys, boundary walls and windows are a critical part of the areas character, the absence of control over their alteration or loss can easily diminish of the very elements that give the area its distinctiveness. In such circumstances, provision is made in the planning legislation for tighter restrictions to be applied to specific areas through what is known as an Article 4(2) Direction.

Where a Direction is made and subsequently confirmed, the works specified are brought within planning control. An Article 4(2) Direction controls solely those works which are likely to have an impact on public views. Set out below is a summary of the current and additional controls that the recommended Article 4(2) Direction would put in place.

#### **EXISTING PLANNING CONTROLS ON DWELLINGS WITHIN ALL CONSERVATION AREAS (Without Article 4 (2) Directions).**

- Conservation Area Consent is required for the total or substantial demolition of buildings or structures.
- Six weeks written notice of the intention to carry out works to a tree (e.g. lop, top, prune or fell) in conservation area must be provided. A form is available for this purpose.
- Extensions to dwelling houses are only exempt from the need for planning permission if they do not add more than 10% or 50 cubic metres (whichever the greater) to the volume of the original building.
- Planning permission is required for the cladding of any part of the exterior of a dwelling house with stone, artificial stone, timber, plastic or tiles.
- Planning permission is required for alterations to the roof of a dwelling house resulting in a material alteration to its shape, for example dormer windows.
- The construction, alteration and improvement of a building or enclosure greater than 10 cubic metres within the grounds of a dwelling are treated as though they are an enlargement of the dwelling house and may need planning permission.
- Planning permission is required to install a satellite dish on any elevation or roof which fronts a highway, at a point higher than the main ridge of roof or on a chimney.

Application forms for the above are available on the Council's website [www.guildford.gov.uk](http://www.guildford.gov.uk) or can be obtained from Planning Development Services.

#### **ADDITIONAL PLANNING CONTROLS RESULTING FROM THE ARTICLE 4(2) DIRECTION.**

As a result of the Article 4(2) Direction the following additional controls would apply:-

**Where such works front onto a highway or open space:-**

- The alteration, installation or replacement of doors and windows.
- Any alteration to a roof including roof coverings, rooflights and solar panels.
- Building a porch.
- Enlargement, improvement or alteration such as an extension, removal or changes to architectural features.
- The provision of a hard surface.
- The erection, construction, improvement or alteration (including demolition) of a fence, gate, wall or other means of enclosure.
- The installation, alteration or replacement of a satellite dish or antenna.
- Removing totally or partially walls, gates, fences or other means of enclosure.
- Exterior painting of previously unpainted surfaces or changes of external colour schemes, or covering walls by render or like finishes.

**And the following whether or not it fronts a highway or open space.**

- Removing or altering chimneys

***Should it be decided to proceed with a Direction the Council will need to consult all those affected at the time it is brought into effect.***

## **FREQUENTLY ASKED QUESTIONS**

The most commonly asked questions are listed below.

***FAQ 1: Does the Article 4(2) direction mean that we can never make any changes to our property again?***

Answer: No. But it will remove 'permitted development' rights and bring minor changes under planning control so that properly considered and informed judgements can be made. This is to ensure that the work proposed will not detrimentally affect the character of the conservation area. The essence of planning in conservation areas is to *manage* change to ensure that development can happen but avoids harming the special qualities of the area. Consequently some changes will be allowed and some will be resisted.

***FAQ 2: How does the Article 4(2) direction relate to the conservation area appraisal?***

Answer: The conservation area appraisal is a separate document that identifies in writing, what is special about the area. We wish to receive your views on this document. Following the current consultation the document will be revised and published with photographs and maps. One of the recommendations stemming from the draft appraisal is the application of an Article 4(2) Direction to the St Catherine's Conservation Area. Information about what a Direction is, and how might affect those living in the area is provided for this purpose.

**FAQ 4: *I live in a flat, does the Article 4(2) direction affect me?***

Answer: Strictly speaking the answer is no because flats, unlike houses, do not benefit from 'permitted development' rights. Consequently, with or without the direction if you want to make changes that materially change the exterior appearance of your flat you need planning permission.

**FAQ 5: *Do I require planning permission to carry out routine items of maintenance?***

Answer: No, straightforward maintenance such as repainting a previously painted surface, replacing the bottom rail of a sash window in a matching form etc would not require permission as it would be deemed a repair. Indeed, regular maintenance is actively encouraged. More ambitious work such as the rebuilding of a front garden wall or wholesale replacement of a window would require planning permission.

**FAQ 6: *How are new owners made aware of the controls that apply?***

Answer. The Conservation Area Designation and Article 4 Direction (if pursued) are local land charges. Both are identified in the Local Land Search undertaken as part of the general legal process relating to house purchase. This is the most certain and enduring method. Such information is also conveyed when specific enquiries are made to the Planning Service and through the Council's website.