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Tendring District Council

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AGENDA

CABINET

DATE:	**Friday, 13 November 2026**
TIME:	**10.30 am**
VENUE:	**Town Hall, Station Road, Clacton-on-Sea, CO15 1SE**

MEMBERSHIP:	
Councillor M Stephenson	- Leader of the Council & Corporate Finance and Governance Portfolio Holder
Councillor I Henderson	- Deputy Leader & Economic Growth, Regeneration & Tourism Portfolio Holder
Councillor A Baker	- Housing and Planning Portfolio Holder
Councillor M Barry	- Leisure and Public Realm Portfolio Holder
Councillor P Kotz	- Assets and Community Safety Portfolio Holder
Councillor G Placey	- Partnerships Portfolio Holder
Councillor G Scott	- Arts, Culture and Heritage Portfolio Holder
Councillor A Smith	- Environment and ICT Portfolio Holder

Chief Executive
Ian Davidson

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DATE OF PUBLICATION: Thursday, 5 November 2026

AGENDA

1 Apologies for Absence

The Cabinet is asked to note any apologies for absence received from Members.

2 Minutes of the Last Meeting (Pages 7 - 16)

To confirm and sign as a correct record the minutes of the meeting of the Cabinet held on Friday 23 October 2026.

3 Declarations of Interest

Councillors are invited to declare any Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests, and the nature of it, in relation to any item on the agenda.

4 Announcements by the Leader of the Council

The Cabinet is asked to note any announcements made by the Leader of the Council.

5 Announcements by Cabinet Members

The Cabinet is asked to note any announcements made by Members of the Cabinet.

6 Matters Referred to the Cabinet by the Council

There are no matters referred to the Cabinet by the Council on this occasion.

7 Matters Referred to the Cabinet by a Committee

There are no matters referred to the Cabinet by a Committee on this occasion.

8 Leader of the Council's Items

There are no matters referred to the Cabinet by the Leader of the Council on this occasion.

9 Cabinet Members' Items - Report of the Portfolio Holder for Corporate Finance & Governance - A.1 - Financial Performance Report 2026/27 - General Update at the end of September 2026 (Pages 17 - 70)

To provide a general update and overview of the Council's financial position against the 2026/27 budget as at the end of September 2026 and looking ahead to 2027/28 and beyond.

10 Cabinet Members' Items - Report of the Corporate Finance & Governance Portfolio Holder - A.2 - The Local Council Tax Support Scheme, Discretionary Council Tax Exemptions / Discounts / Premiums for 2027/28 and Annual Minimum Revenue Provision Policy Statement 2027/28 (Pages 71 - 134)

To enable Cabinet to consider and agree for recommending to Full Council where relevant, the following:

- Proposed changes to the Local Council Tax Support Scheme 2027/28;
- Exceptional Hardship Policy;
- Discretionary Council Tax Exemptions, Discounts and Premiums for 2027/28;
- Annual MRP Policy Statement for 2027/28; and
- Housing Benefit War Pension Disregard Policy (Modified Scheme).

11 Cabinet Members' Items - Report of the Housing & Planning Portfolio Holder - A.3 - Annual Housing Improvement, Performance & Assurance Report 2025/26 (Pages 135 - 172)

To present the first Annual Housing Improvement, Performance & Assurance Report 2025/26 for consideration and endorsement; to provide consolidated assurance on performance, improvement, risk and compliance with the Consumer Standards; and to establish a developing annual reporting approach supported by an accessible public facing snapshot.

12 Cabinet Members' Items - Report of the Housing & Planning Portfolio Holder - A.4 - Adoption of the Conservation Area Character Appraisals and Management Plans for St Osyth and Manningtree & Mistley (Pages 173 - 400)

- To present the final St Osyth and Manningtree & Mistley Conservation Area Character Appraisal and Management Plans, following consultation and amendment.
- To seek Cabinet's approval for the adoption of these documents as material planning considerations for the purposes of informing planning decisions and the future management of the conservation areas.
- To complete the Council's programme of reviewing Conservation Area Character Appraisals and Management Plans for all twenty conservation areas in the District, in accordance with the objectives of the Tendring Heritage Strategy.

13 Management Team Items

There are no matters referred to the Cabinet by the Management Team on this occasion.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Cabinet is to be held in the Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 10.30 am on Friday, 11 December 2026.

Information for Visitors

COMMITTEE ROOM
FIRE EVACUATION PROCEDURE

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**MINUTES OF THE MEETING OF THE CABINET,
HELD ON FRIDAY, 23RD OCTOBER, 2026 AT 10.30 AM
TOWN HALL, STATION ROAD, CLACTON-ON-SEA, CO15 1SE**

Present: Councillors M Stephenson (Chairman), Baker, Barry, Kotz, Placey, Scott and Smith

Group Leaders Present by Invitation: Councillors M Bush (Leader of the Reform UK Group), J B Chapman (BEM) (Leader of the Independent Group) and P B Honeywood (Leader of the Conservative Group)

Also Present: None.

In Attendance: Ian Davidson (Chief Executive), Lisa Hastings (Corporate Director (Law & Governance) & Monitoring Officer), Richard Barrett (Corporate Director (Finance and IT) & Section 151 Officer), Damian Williams (Corporate Director (Operations and Delivery)), Katie Wilkins (Director (People)), James Dwan (Communications Officer), Maddie Adger (Leadership Support Manager) and Katie Moss (Democratic Services Officer)

41. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor I J Henderson (Deputy Leader of the Council and Portfolio Holder for Economic Growth, Regeneration & Tourism).

42. MINUTES OF THE LAST MEETING

It was moved by Councillor Stephenson, seconded by Councillor Baker and:-

RESOLVED that the minutes of the meeting of the Cabinet, held on Friday 25 September 2026, be approved as a correct record and signed by the Chairman.

43. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members on this occasion.

44. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

Special Urgency – Council's Insurance Arrangements

The Leader of the Council made the following announcement:-

"At the recent meeting of Council on 13th October, I presented a report for Council to note that the "Special Urgency" procedure rule was recently relied upon, to make a decision to modify the Council's existing insurance arrangements, based upon

information set out within the Officer's report and Appendix demonstrating the reasons for the proposal.

The Chairman of the Resources and Services Overview and Scrutiny Committee, agreed for the special urgency provisions to be relied upon and that the "call-in" procedure would not apply, as it was reasonable in all its circumstances that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

The modification was to extend the contract for a period of one year to 30 September 2027 and to make the necessary arrangements to implement the decision and to undertake a full competitive procurement exercise as soon as reasonably practicable.

Whilst this has already been reported to all Members, I am required by the Constitution to make a public statement at the next formal meeting of the Cabinet. The report to Council set out the reasons in more detail and is available on the Council's website."

45. ANNOUNCEMENTS BY CABINET MEMBERS

Connect Tendring

The Portfolio Holder for Arts, Culture & Heritage (Councillor Scott) made the following statement:-

"Earlier this year, we launched 'Connect Tendring - Where Culture and Community Meet', a new creative and cultural newsletter designed to connect artists, organisations, educators and residents with opportunities across the district. I am pleased to report that it already has around 450 subscribers. The latest edition was distributed this week and included highlights from Arts Council England's recent visit to Tendring, a call for artists to respond to exciting public art opportunities on the seafront micro venue, information on wider funding opportunities, updates from the Creative Teachers Network, and details of Arts Council England's new National Portfolio Investment Programme for 2028 to 2033.

Following their visit to Tendring, Arts Council England highlighted that National Lottery Project Grants investment in Tendring has increased six-fold, from £85,000 in 2020/21 to more than £505,000 in 2025/26, which alongside the launch of Creative Tendring, represents a significant achievement and demonstrates the growing strength of our creative sector and the impact of partnership working across the district.

I would like to encourage fellow Councillors to sign up to Connect Tendring. If you would like to receive future editions, you can do so via the newsletter sign up page on the Tendring District Council website. This growing engagement is a real positive for Tendring, and I look forward to seeing the sector continue to flourish."

Waste and Recycling Service

The Portfolio Holder for Environment & ICT (Councillor Smith) made the following statement:-

"I would just like to take a moment to recognise the successful introduction of an important improvement to our waste and recycling service.

Over recent weeks, we have seen the rollout of around 70,000 additional green recycling boxes across Tendring, followed by the introduction of our expanded kerbside recycling service from 5 October.

Residents can now recycle glass bottles and jars, alongside a wider range of materials, directly from their homes, making recycling easier and more convenient.
The move from distributing those boxes to successfully collecting the additional recycling from households is an important milestone. During the first two weeks of the new service, we collected more than double the weight of material from green boxes than we were collecting previously.

That is a really encouraging start and demonstrates that residents are making good use of the expanded service.

We should also recognise the scale of what has been achieved. Introducing such a significant change to waste and recycling services across tens of thousands of households is a considerable logistical exercise, involving everything from planning and communications to distributing containers and putting the new collection arrangements into operation.

So, on behalf of Cabinet, I would like to place on record our thanks to our officers and the teams at Veolia for the tremendous amount of work that has gone into delivering this important improvement for our residents.

The successful introduction of kerbside glass collection is a very positive milestone for our new waste contract. Most importantly, it is making recycling easier for residents and helping us recycle more across Tendring.

Thank you."

46. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were no matters referred to the Cabinet by Full Council on this occasion.

47. MATTERS REFERRED TO THE CABINET BY A COMMITTEE

There were no matters referred to the Cabinet by a Committee on this occasion.

48. LEADER OF THE COUNCIL'S ITEMS

There were no matters referred to the Cabinet by the Leader of the Council on this occasion.

49. CABINET MEMBERS' ITEMS - REPORT OF THE PORTFOLIO HOLDER FOR CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - A.1 - FINANCIAL PERFORMANCE REPORT 2026/27 - GENERAL UPDATE AT THE END OF JUNE 2026

It was reported that the regular financial performance reports had presented the overall financial position of the Council by bringing together in-year budget monitoring

information and timely updates on the development of the forecast and had been split over two distinct sections as set out in the Portfolio Holder's report (A.1). In terms of the in-year position, the report had covered the first four months of 2026/27.

Section 1 – In-year financial position as at the end of July 2026

Members were informed that a number of adjustments had been made to the 2026/27 budget as part of the development of the detailed estimates approved by Full Council in February 2026.

The financial position at the end of July 2026 was reported as being broadly in line with the underlying budgetary position, with no major adverse issues having emerged. A limited number of budgets remained subject to ongoing monitoring and review, with further updates to be provided through future quarterly financial performance reports.

A limited number of items requiring action had been identified and were detailed within Appendix 1H. Any longer-term financial implications arising from those matters would be considered as part of the development of the financial forecast, with the necessary delegations included within the recommendations.

The General Fund Revenue Account was reported as being £3.669m underspent against the profiled budget at the end of July 2026. Members were advised that this position continued to reflect, in part, the timing of expenditure across a number of budgets and the timing of Government reimbursement to the Council for the cost of meeting housing benefit claims.

It was acknowledged that expenditure and income trends could continue to emerge during the remainder of the financial year and would be reflected in future financial performance reports as appropriate.

In respect of the Housing Revenue Account, capital programme, collection performance and treasury activity, no other major issues had been identified at that stage, apart from those matters detailed elsewhere within the report.

Section 2 – Updated Long-Term Financial Forecast

Members were reminded that, from 2026/27, the Council had adopted a two-year financial planning approach. This, together with key priorities and the proactive management of cost pressures and business plans, provided an integrated approach covering the period leading up to 1 April 2028, which had originally been proposed as the vesting day for the new Unitary Authority under the Government's original timetable for Local Government Reorganisation (LGR).

The financial plans considered by Full Council in February 2026 had also established an in-principle/notional approach to meeting the Council's obligations to the incoming Unitary Council, with the underlying principles and further details set out within Section 2 of the report.

Following the Government's announcement on 7 September 2026 that it would pause and review its current LGR programme, a significant degree of uncertainty had been introduced into the financial forecasting arrangements of affected councils.

Notwithstanding that uncertainty, Members were advised that the Council's two-year financial planning approach continued to provide a positive basis from which to consider the forecast for 2027/28 and beyond, irrespective of the outcome of the Government's LGR review.

Pending the outcome of that review, it was proposed that the financial forecast be refreshed over an initial four-year period, reflecting the possibility that the Council could remain in existence beyond April 2028. This was considered to provide a prudent basis for financial planning while retaining sufficient flexibility for the forecast to be refocused on the previously established in-principle/notional arrangements should the LGR programme proceed on a revised timetable.

The development of the financial forecast remained ongoing, with the intention of presenting the updated position to Cabinet in November 2026.

In relation to the Housing Revenue Account (HRA), Members were reminded that a significant factor affecting the budget and longer-term Business Plan remained the ongoing financial implications arising from the new social housing regulatory framework introduced following the Social Housing (Regulation) Act 2023.

The HRA Business Plan and associated budget remained under development and were due to be presented to Cabinet later in the year as part of the 2027/28 budget-setting cycle. The Business Plan would continue to balance optimism and caution across its various assumptions whilst reflecting the developing impact of social housing regulation.

Members were further advised that, similarly to the General Fund, the HRA budget-setting and forecasting process remained broadly unaffected by the Government's announcement concerning LGR, given the long-term nature of the HRA Business Plan, which would continue irrespective of the outcome of the Government's review.

The Leader of the Council and Portfolio Holder for Corporate Finance and Governance made the following statement:-

"Perhaps a pragmatic starting point for my introduction to this report is the uncertainty created by the Government's pause and review of the Local Government Reorganisation programme.

As set out within the report, the Council had sensibly aligned its financial planning with the original timetable for the creation of a new unitary authority along with how it could meet its obligations during the "change-over" period.

Although that timetable is now uncertain, the financial forecast approach already adopted leaves the Council in a sound position to respond as necessary.

I am however proposing that the financial forecast is refreshed over a longer planning period.

This will provide a robust basis for financial decision-making while retaining the flexibility to respond as necessary once we know the outcome of the Government's LGR review.

In terms of the LGR review, it is worth me acknowledging the good discussion we had at Full Council last week around the motion that was proposed concerning costs incurred to date.

Due to the closeness of that decision to the publication of the Cabinet agenda for this meeting, I will be providing a full response to the resolution agreed as part of our next financial update that will be considered by Cabinet next month.

The financial forecast will continue to be developed alongside the Council's priorities and will be brought back to Cabinet through the established budget process over the coming months.

Turning to the current year, the Council's financial position is broadly performing in line with the underlying budget, with no major adverse issues identified at this stage.

However, a small number of budgets and emerging pressures remain under review and will be updated through future financial performance reports.

The report proposes a limited number of adjustments to support service delivery and manage identified risks and priorities. These include strengthening capacity within the Housing Service where the proposed approach to funding the associated additional cost is based on a flexible and actively managed basis via the Housing Revenue Account and Business Plan. This demonstrates that we are always prepared to invest in the management of our tenants' homes when it is timely and appropriate to do so, all within a sound financial framework.

The report also seeks the acceptance of external funding to improve local playgrounds and to agree the associated allocation and delegations.

I am also proposing further timely interventions with associated investment in public conveniences, additional project delivery capacity and a reallocation of funding within the existing regeneration programme.

The latter reflects the need to manage delivery risks and funding deadlines while protecting the Council's ability to progress improvements to seafront facilities and continue exploring options for the Martello Tower project.

Although we will be bringing forward more proposed investment within future financial reports, the above is based on our aim to keep delivering for our residents, communities and our District.

Across the wider position, the Housing Revenue Account, capital programmes, collection performance and treasury activity remain relatively stable and in line with the budget.

There are no other major issues requiring action at this point, although fuel costs, income performance, debt recovery and capital investment will continue to be monitored.

Overall, this report continues to demonstrate a prudent and adaptable approach.

It protects the Council's financial sustainability, responds to immediate service pressures and maintains flexibility while the future of local government reorganisation remains under review.

I therefore move the recommendations as set out which ask Cabinet to note the financial position, approve the proposed adjustments and delegations, and support the continued development of the forecast alongside the Council's priorities."

To set out the latest financial position for the Council and to respond to emerging issues in 2026/27 and to develop the budget and forecast from 2027/28.

It was moved by Councillor Baker, seconded by Councillor M E Stephenson, and:-

RESOLVED that Cabinet –

(a) notes the Council's in-year financial position at the end of July 2026;

(b) approves the proposed adjustments to the 2026/27 budget as set out in Appendix 1H and:

(i) requests Officers to review the potential on-going impact from 2027/28 and beyond where necessary as part of developing the forecast and detailed estimates for further consideration by Cabinet later in the year;

(ii) that in respect of the budget adjustment of £0.540m in 2026/27 relating to Housing Capacity / Restructure, acknowledges and supports the underlying principle / approach set out within this report and requests Officers to provide the necessary updates within future financial performance and budget reports;

(iii) agrees to accept the £0.270m of grant funding awarded to this Council from the Government's Playground Fund along with its initial allocation set out within this report and agrees a delegation to the Corporate Director Operations and Delivery, in consultation with the Portfolio Holder for Leisure and Public Realm, to confirm or amend the proposed allocations via the application of the requirements set out in the associated MOU and/or in consultation with MHCLG as may be necessary.

(iv) that in respect of the budget adjustment of £0.100m in 2026/27 relating to the Investment in Public Conveniences as set out within Appendix 1H, approves a delegation to the Corporate Director Operations and Delivery in consultation with the Portfolio Holder for Assets and Community Safety to allocate / prioritise the total funding available within the scheme across the various sites;

(v) that in respect of the budget adjustment of £0.400m in 2026/27 relating to project delivery capacity as set out within Appendix 1H, approves a delegation to the Chief Executive in consultation with the Portfolio Holder for Corporate Finance and Governance, to allocate this funding as necessary; and

(vi) that in respect of the reallocation of funding within the existing CRP2 schemes, approves a delegation to the Deputy Chief Executive in consultation with the Portfolio Holder for Economic Growth, Regeneration and Tourism to undertake any necessary governance activities within the Council's existing CRP 2 framework and processes.

(c) notes the updated context to the financial forecast from 2027/28 as set out in this report and requests Officers, in consultation with Portfolio Holders to develop the financial forecast alongside the delivery of the Council's priorities; and

(d) invites the views of the Resources and Service Overview and Scrutiny Committee on the information set out in this report along with the Council's wider financial position as part of its work programme for the year.

50. CABINET MEMBERS' ITEMS - REPORT OF THE PORTFOLIO HOLDER FOR HOUSING & PLANNING - A.2 - CONSIDERATION AND ADOPTION OF THE HOUSING COMPETENCE AND CONDUCT POLICY

It was reported that the Housing Competence and Conduct Policy had been built upon the strong services already delivered by housing staff and provided a consistent framework to ensure that employees and relevant service providers had the knowledge, skills, experience and behaviours required to deliver high-quality landlord services. The policy embedded the Chartered Institute of Housing Professional Standards and a Housing Code of Conduct for Staff.

Cabinet was informed that the policy would support the development of a competent and professional workforce, supporting improved decision-making and more consistent service delivery, improved tenant experiences and outcomes, and effective governance. The provision of appropriate evidence would provide assurance that the required standards were being maintained.

The policy covered workforce planning, recruitment, induction, learning and development, professional qualifications, appraisal, performance management and tenant oversight. Tenant feedback had been incorporated into the final version of the policy, with tenants being treated respectfully, being listened to, receiving an empathetic response and being kept informed identified as the key themes. The full tenant feedback on the policy was available on the Council's website.

The Code of Conduct appended to the policy was subject to tenant scrutiny and consultation. It was reported that the consultation would close on 28 October 2026 and that any feedback received would be incorporated into the policy in accordance with the delegated power referred to in recommendation 2 of the Portfolio Holder's recommendations.

The policy also supported compliance with the Regulator of Social Housing's Competence and Conduct Standard and associated qualification requirements. Implementation would be monitored through the Competence and Conduct Action Plan, which would provide assurance that development needs were addressed, professional standards were maintained and continuous improvement was embedded across the Council's landlord services.

The Portfolio Holder for Housing & Planning made the following statement at the meeting:-

"Leader, I am pleased to introduce the Housing Competence and Conduct Policy to Cabinet for adoption today.

In September 2025, the Secretary of State gave the Regulator of Social Housing a direction to set a standard for registered housing providers relating to the competence and conduct of relevant individuals, known as the Competence and Conduct standard. The Competence and Conduct Standard require registered providers to take appropriate steps to secure that those of their services providers' staff who are relevant individuals have the necessary skills, knowledge and experience, and exhibit the behaviours needed, for the relevant services provided by those individuals.

The full details of what is required under this standard, and the outcomes, is shown on Pages 82 & 83 of the Agenda.

The policy in front of Cabinet shows how this Council will assure the competence, qualifications, conduct and development of everyone who delivers or oversees our landlord services.

Tenants are at the centre of everything this Council does and they should receive services that are safe, respectful, fair and consistent.

The Policy also provides a clear framework for workforce planning, recruitment, induction, training, professional qualifications, appraisal, performance management and oversight of contractors and service providers.

Consultation has been undertaken with the Tenants Panel, and its Reading Group, and which is still ongoing, and should any further suggestions come forward, they can be dealt with under the second proposed recommendation.

The Policy also includes the responsibilities for each role as well as the action plan and implementation priorities, the Chartered Institute of Housing's professional standards, the roles requiring a professional qualification, together with a Housing Code of Conduct for Staff.

Adoption will allow implementation of the accompanying action plan, identifying relevant roles, skills and qualification needs, supporting staff development, maintaining auditable assurance records and reporting progress through our governance arrangements.

This is about maintaining high professional standards, learning from feedback and complaints, and ensuring tenants can have confidence in the people delivering services on the Council's behalf.

I commend the recommendations to Cabinet which are shown on pages 79-80."

To ensure that the policy was appropriately adopted in accordance with the Council's Constitution and to provide evidence that the Council had a clear, accountable framework for meeting the Competence and Conduct Standard and associated qualification requirements:-

It was moved by Councillor Baker, seconded by Councillor M E Stephenson, and:-

RESOLVED that Cabinet –

1) formally adopts the Housing Competence and Conduct Policy as set out in Appendix A to the Portfolio Holder's report (A.2), for implementation;

2) authorises the Corporate Director (Operations and Delivery) to make future updates or amendments to the policy, in consultation with the Portfolio Holder responsible for Housing; and

3) requires that this policy is reviewed annually during the implementation of the Competence and Conduct Action Plan and no later than October 2027, unless an earlier review is required in response to tenants' feedback.

51. MANAGEMENT TEAM ITEMS

There were no formal items submitted to the Cabinet by the Management Team on this occasion.

The Meeting was declared closed at 10.55 am

Chairman

CABINET

13 NOVEMBER 2026

REPORT OF THE PORTFOLIO HOLDER FOR CORPORATE FINANCE AND GOVERNANCE

A.1 FINANCIAL PERFORMANCE REPORT 2026/27 – GENERAL UPDATE AT THE END OF SEPTEMBER 2026

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT
To provide a general update and overview of the Council's financial position against the 2026/27 budget as at the end of September 2026 and looking ahead to 2027/28 and beyond.

EXECUTIVE SUMMARY
• These regular finance reports present the overall financial position of the Council by bringing together in-year budget monitoring information and timely updates on the development of the forecast and are split over two distinct sections as set out below. In terms of the in-year position, this report covers the first six months of 2026/27. ***SECTION 1 - In-year financial position at the end of September 2026:*** • A number of adjustments were made to the 2026/27 budget as part of developing the detailed estimates that were agreed by Full Council in February. This was complemented by further budget amendments as part of the Outturn Position for 2025/26 that was reported to Cabinet in July and the Q1 position reported to Cabinet in October. • With the above approach in mind, the in-year position at the end of September 2026 is broadly performing to the underlying budgetary position with no new major issues emerging so far to date. • However, it still remains timely to address a limited number of items that have been identified, which are set out in **Appendix 1H**. Any longer-term impact will be considered as part of developing the forecast as discussed in more detail in Section 2 of this report. Recommendations are included below that propose associated delegations as necessary. • The position to the end of September 2026, as set out in more detail within the appendices, shows that overall, the General Fund Revenue Account is underspent against the profiled budget by **£3.918m**. However, it is important to highlight that this position continues to primarily reflect the timing of expenditure and income across a number of budgets. • It is acknowledged that other expenditure or income trends may still emerge / develop over the remainder of the year, which will be included in future financial performance reports as necessary.

- In respect of other areas of the budget such as the Housing Revenue Account, capital programme, collection performance and treasury activity, apart from additional details set out later on in this report, there are no other major issues that have been identified to date.

SECTION 2 - Updated long-term financial forecast:

- As set out in the Q1 Report presented to Cabinet on 23 October 2026, with the outcome of the Government's Local Government Reorganisation (LGR) remaining unknown at that time, it was proposed to refresh the forecast over an initial period of four years that reflects the possibility that this Council remains in existence beyond April 2028.

- Since the Cabinet meeting referred to above, the Government have made further announcements relating to their LGR programme. Although the impact on Essex remains unknown at the present time, the Government have confirmed that the decision withdrawn in September remains withdrawn and that Greater Essex will now form part of a wider review of LGR proposals.

- Notwithstanding the above, the Government have reiterated its commitment to LGR and all proposals submitted for Greater Essex previously remain under consideration and they are expected to provide an update on the future LGR in Greater Essex by early 2027.

- As discussed within the Q1 report highlighted above, the approach of developing a four year forecast provided a prudent position for the Council to work to whilst the Government complete their LGR review. In the event that the LGR programme continues, albeit with a potential delay to the original timetable, the forecast can readily be refocused back into the in-principle / notional approach previously proposed. Based on the proposed continuation of this approach, a forecast covering the period up to and including 2029/30 has been developed which is attached as **Appendix 2A,** with some key headlines set out in **Section 2** of this report.

- Following the LGR related motion that was agreed by Full Council on 13 October 2026, the Leader's response is set out within a separate table further on within this report, along with an associated recommendation.

- In terms of HRA budgets and the long-term Business Plan, as previously reported, one significant factor that has been repeatedly acknowledged relates to the on-going budgetary impact from the new era of social housing regulation emerging from the Social Housing (Regulation) Act 2023.

- The HRA Business Plan and budget remain under on-going development for presenting to Cabinet later in the year as part of the budget 'cycle' for 2027/28 and will continue to reflect the impact still emerging from the new era of social housing regulation mentioned above. As in previous years, it will also continue to be 'built' on the basis of balancing optimism and caution across the various lines of the plan. Similarly to the GF, the HRA budget setting / forecasting process remains broadly unaffected by the Government's recent LGR announcement highlighted above given the long term HRA Business Plan approach, which will continue regardless of the outcome from the Government's current LGR review.

RECOMMENDATION(S)
It is recommended that Cabinet: **(a) notes the Council's in-year financial position as at the end of September 2026;** **(b) approves the proposed budget adjustments covering the periods 2026/27 and 2027/28, as set out in Appendix 1H and requests Officers to review the potential on-going impact from 2027/28 and beyond where necessary as part of developing the forecast and detailed estimates for further consideration by Cabinet later in the year;** **(c) notes the updated financial forecast to 2029/30 as set out in this report and its appendices and requests Officers, in consultation with Portfolio Holders, to further its development alongside the Council's priorities;** **(d) considers and notes the Leader's response to the motion associated with the LGR process that was agreed by Full Council on 13 October 2026, as set out in Section 1(a) within the main body of this report; and** **(e) invites the views of the Resources and Services Overview and Scrutiny Committee on the information set out in this report, including the Leader's response to the Full Council motion of 13 October 2026 regarding LGR, along with the Council's wider financial position as part of its work programme for the year.**

REASON(S) FOR THE RECOMMENDATION(S)
To set out the latest financial position for the Council and to respond to emerging issues in 2026/27 and to develop the budget and forecast from 2027/28.

ALTERNATIVE OPTIONS CONSIDERED
This is broadly covered in the main body of this report.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES
At its meeting on 14 November 2025, Cabinet approved a re-alignment of the highlight priorities for the Council for the original period until new Unitary Authorities take on local government services in Greater Essex. Work will remain on-going alongside the development of the forecast as described elsewhere within this report, that takes into account the Government's recently announced pause and review of their LGR programme. It is also worth noting that the Council's existing Corporate Plan, adopted by Full Council in November 2023, takes the Council through to 2028, but following District Council elections in May 2027, the development of a new Corporate Plan will commence.
OUTCOME OF CONSULTATION AND ENGAGEMENT
Internal consultation is carried out via the Council's approach to developing the budget as set out within the Constitution. External consultation also forms part of developing the budget and

is carried out early in the year as part of finalising the position for reporting to Full Council in February.

LEGAL REQUIREMENTS (including legislation & constitutional powers)

Is the recommendation a Key Decision (see the criteria stated here)	**Yes**	**If Yes, indicate by which criteria it is a Key Decision**	☐ **Significant effect on two or more wards** X **Involves £100,000 expenditure/income** ☐ **Is otherwise significant for the service budget**
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	This item has been included within the Forward Plan for a period in excess of 28 days.

The Best Value Duty relates to the statutory requirement for local authorities and other public bodies defined as best value authorities in Part 1 of the Local Government Act 1999 ("the 1999 Act") to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness". In practice, this covers issues such as how authorities exercise their functions to deliver a balanced budget (Part 1 of the Local Government Finance Act 1992), provide statutory services and secure value for money in all spending decisions.

Best value authorities must demonstrate good governance, including a positive organisational culture, across all their functions and effective risk management. They are also required, pursuant to section 3 of the 1999 Act, to consult on the purpose of deciding how to fulfil the Best Value Duty.

Statutory Guidance on the Best Value Duty of Local Authorities in England under section 26 of the 1999 Act remains in place, which best value authorities are required to have regard to. To provide greater clarity to the sector on how to fulfil the Best Value Duty, the statutory guidance sets out seven overlapping themes of good practice for running an authority that meets and delivers best value. These seven best value themes build on the lessons learned from past interventions and reflect what most local authorities already do or are striving to achieve. A detailed description of these themes, including characteristics of a well-functioning local authority and indicators used to identify challenges that could indicate failure, is set out within the revised guidance and financial management and sustainability is a reoccurring expectation throughout the themes and indicators. These reports along with how the Council responds to new or developing issues remain an important element of demonstrating these key requirements. In July 2026, the government (MHCLG) consulted on a revised (draft) Best Value Duty statutory guidance, which although it follows a similar format to the guidance published in May 2024 does have some differences. The outcome of the consultation is not yet known but within the draft there is a greater emphasis on prevention and sustainability, with a robust Medium Term Financial Strategy (MTFS), which embeds prevention into how resources are allocated. Further updates on the guidance will be provided as it develops.

The Council is legally required to calculate a Council Tax requirement each financial year. Within this framework is the requirement to monitor and report accordingly on the financial position of the authority against this requirement.

The position set out in this report and the actions proposed are within the Council's powers and reflect the statutory requirements and responsibilities of the Council.

Yes	**The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:**

Nothing further to add to the contents of the report but anticipates that further information on the implications of Local Government Reorganisation will be highlighted in greater detail in future budget reports, as the government's intentions and proposals for Greater Essex become known.

FINANCE AND OTHER RESOURCE IMPLICATIONS

The financial implications are set out in the body of the report.

Although the availability of financial resources is a key component in the delivery of services there will also need to be appropriate input of other resources such as staffing, assets and IT.

The proposed approach to the forecast forms part of on-going review / discussions with the Council's External Auditor, as part of their overall value for money review of the Council. No major concerns have been raised to date, but they will continue to undertake their own independent and detailed annual review as part of finalising their commentary on the Council's use of resources, which will be presented to the Audit Committee as part of the outcome of their wider external audit activities in January 2027.

Yes	**The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:**

The S151 Officer is the author of this report.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	Although this is addressed in the body of the report where necessary, in terms of the most recent Value for Money review undertaken by the Council's External Auditor, their Interim Report that was presented to the Council's Audit Committee on 8 October 2026 confirmed that to date they had not identified any significant risks associated with the Council's value for money arrangements across the three key areas of their review.
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks.	
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	

MILESTONES AND DELIVERY

This report forms part of the Council's wider budget setting and monitoring processes. Additional update reports will therefore be presented to Cabinet in December and January that underpin the development of the forecast and detailed estimates that will be presented to Full Council in February 2027.

ASSOCIATED RISKS AND MITIGATION

In respect of the original two-year financial plan approach adopted from 2026/27, there are a limited number of budget adjustments set out within **Appendix 1H.** The approach proposed continues to be based on supporting the Council in managing any emerging issues and risks within existing resources, supported by the Corporate Investment Funds and Forecast Risk Fund. Although subject to the outcome of the Government's current LGR review, the approach set out in this report still acknowledges the potential requirement to meet obligations to a New Unitary Council if the LGR programme continues, albeit on a potentially later timescale.

Alongside earmarked reserves, the Council holds **£4.000m** in uncommitted reserves, which reflects a best practice / risk based approach to support its core financial position.

Reserves are subject to an annual review as part of developing the forecast, with updates planned to be presented to Cabinet later in the year.

EQUALITY IMPLICATIONS

There are no direct implications that significantly impact on the financial forecast at this stage. However, the ability of the Council to appropriately address such issues will be strongly linked to its ability to fund relevant schemes and projects and determination of the breadth and standard of service delivery to enable a balanced budget to be agreed.

An impact assessment will be undertaken as part of any separate budget decisions such as those that will be required to deliver savings.

SOCIAL VALUE CONSIDERATIONS

There are no direct implications that significantly impact on the financial forecast at this stage.

However, such issues will be considered as part of separate elements of developing the budget as necessary.

IMPLICATIONS RELATED TO DEVOLUTION AND / OR LOCAL GOVERNMENT REORGANISATION

On 29 October 2026, a ministerial statement was made about the LGR review confirming the Government have concluded that the LGR policy, including the decision criteria, is robust. Ministers will then confirm final decisions late in 2026 or very early 2027 for the county areas where previous decisions have been withdrawn. They may make decisions for some of these areas before others. All areas will have an opportunity to make representations following those minded to decisions and prior to legislation being laid. The implementation timetable will be the same for all 20 areas: shadow elections in May 2028 and vesting day on 1 April 2029.

This proposal is not impacted by MHCLG's latest announcement, as it forms part of the Council's standard approach to financial reporting. Where the uncertainty of the LGR programme does have an impact, the report references this accordingly. With this in mind, the commentary set out within this report seeks to provide an effective and pragmatic response to

that uncertainty whilst further decisions from the Government on Greater Essex are awaited. In addition, attention is drawn to the Monitoring Officer's comments above.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2050

There are no direct implications that significantly impact on the financial forecast at this stage.

However, such issues will be considered as part of separate elements of developing the budget as necessary.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	Please see comments above.
Health Inequalities	
Area or Ward affected	

PART 3 – SUPPORTING INFORMATION

SECTION 1 – IN YEAR FINANCIAL PERFORMANCE AGAINST THE BUDGET AT THE END OF SEPTEMBER 2026

The Council's financial position against the approved budget has been prepared for the period ending 30 September 2026.

It is worth highlighting that a number of adjustments were made to the 2026/27 budget as part of developing the detailed estimates that were agreed by Full Council in February. This was complemented by further 2026/27 budget amendments as part of the Outturn Position for 2025/26 that were reported to Cabinet in July and within the Q1 Report presented to Cabinet on 23 October 2026.

The in-year position at the end of September 2026 is broadly performing to the underlying budgetary position with no new major issues emerging relating to 2026/27, which reflects to a large extent the managed response via the budget setting process and outturn / financial performance reports where budgets have been reviewed and revised as necessary.

However, the on-going review of budgets and cost pressures has identified the timely opportunity to consider a limited number of budget adjustments, which are set out within **Appendix 1H**. It is worth highlighting that the review of cost pressures remains a 'live' process and similarly to last year, it is expected that a number of items will need to be included within the budgets in areas such as:

- Additional operational / 'business as usual' activities
- Investing in the Council's assets
- Investing in the Council's priorities

Any items emerging from the above on-going review are planned to be presented to Cabinet at its December meeting.

As highlighted within **Appendix 1H**, there are a number of proposed adjustments relating to the four playzones sites across the district. These reflect the underlying business case that was

agreed by the Portfolio Holders for Finance and Governance and Leisure and Public Realm on 13 July 2026 under an associated delegation. The revenue budget is proposed to be amended accordingly, with no adverse issues currently being anticipated with estimated income more than offsetting expenditure. In line with the delegated decision, an amount relating to the potential reinvestment back into the Service has also been included that will be reviewed as part of finalising the outturn position each year.

The Council's wider and more detailed position at the end of September 2026 is set out across the various appendices, with some additional comments included below against the six key areas of the budget where necessary:

GENERAL FUND REVENUE

The position to the end of September 2026, as set out in more detail in the Executive Summary attached, shows that there is an overall net underspend of **£3.918m.**

Apart from any associated impact of the proposed adjustments set out within **Appendix 1H**, the most significant variances continue to be primarily due to the timing of expenditure and income, as set out within the appendices. As also highlighted within the appendices, any emerging issues will continue to be reviewed over the second half of the year and alongside the proposed approach to the forecast as set out within Section 2 of this report.

Some key highlights / updates across the various budgets compared to the position reported at the end of Q1, are as follows:

- It is still expected that utility costs can be met within existing budgets / contingency budget for the year.

- Petrol / Diesel costs – Although an update was planned to be presented as part of this Q2 position, these budgets remain under review for consideration as part of the on-going forecast / budget setting process. At the present time the impact for the year is anticipated to be managed within overall Departmental budgets.

- Parking, Beach Hut, Planning, and Leisure Centre Income budgets continue to present a favourable position for the year.

- Homelessness net costs are currently being managed within existing budgets, which will remain under review over the remainder of the year. A further comment is set out within the appendices that highlights the risk relating to the effective ring fencing of funding receivable from the Government that is spent across preventative activities and on direct temporary accommodation costs.

- Crematorium Income remains behind the expected / profiled budget by **£0.141m** to date. A review to investigate this matter further remains in progress, which will include exploring opportunities to address any identified matters going forwards as necessary.

- Treasury income remains favourable, with a corresponding adjustment set out within **Appendix 1H**, along with further comments included later on within this report.

COLLECTION PERFORMANCE

A detailed analysis of the current position is shown in **Appendix 1E**.

Income from Council Tax is broadly comparable to the same period last year. A number of activities and actions remain in progress with the aim of improving on the outturn position last year by the end of March 2027.

In terms of Business Rates, following the system reporting issues that resulted in the comparable figures for 2026/27 being unavailable at the end of Q1, the figure at the end of Q2 has been included. Although the figure at the end of September is behind the figure reported at the same time last year, it is expected that income will be closer to the comparable figure last year when the outturn position for 2026/27 is reported at the end of March 2027. However, this remains under review with further updates presented to Cabinet during the second half of the year as necessary.

Similarly to Council Tax, the performance to date for housing rents is also broadly comparable to that shown at the same time last year.

In terms of General debt, a corporate 'audit' remains in progress, which is aimed at reviewing historic debt, practices and processes with the aim of updating and strengthening the Council's recovery activities. An update will therefore be presented as part of future financial performance reports.

As reported as part of the budget setting cycle' for 2026/27, there was no Essex Business Rates Pool formed in 2026/27 due to the risks associated with the Government's Business Rates 'Reset'. These risks continue and it is therefore not proposed to form a pool gain in 2027/28, although this position will be revisited in future years as part of the budget setting 'cycle'.

HRA REVENUE

An overall position is set out in the Executive Summary with further details included in **Appendix 1C**. At the end of September 2026, the HRA is showing a net underspend of **£0.586m**, which continues to reflect a number of variances across various HRA budgets.

One of the most significant revenue budgets within the HRA relates to repairs and maintenance of the housing stock, which to date is being effectively managed within the overall budgets for the year that cover both revenue and capital spend.

CAPITAL PROGRAMME – GENERAL FUND

The overall position is set out in **Appendix 1D.**

As at the end of September 2026, the programme is broadly on target against the profiled position, with no major issues to raise.

To support the timely reporting of overall performance against the various schemes, relevant information continues to be provided by Services that provides financial and non-financial updates as necessary.

Following its establishment earlier in the year, a 'dashboard' style approach to the reporting of performance against the LUF / CRP1 and CRP2 projects continues to be included within these regular financial performance reports. There are no major issues to date, with the projects being subject to on-going review via an associated PFH working group and Project Board. The underlying risks associated with LUF / CRP1 projects continue to relate to the deadline for the Government funding to be spent by. This is reflected within **Appendix 1D(i)** via the inclusion of

a ‘RAG’ rating, which will remain a key issue to monitor on an on-going basis throughout the procurement and delivery phases of the associated projects.

CAPITAL PROGRAMME – HOUSING REVENUE ACCOUNT

The overall position is set out in **Appendix 1D.**

As at the end of September 2026, the programme is behind profile by **£1.451m.** These budgets primarily relate to the major repairs and improvements to the Council’s own dwellings along with the timing associated with various works and activities that remain on-going.

TREASURY ACTIVITY

A detailed analysis of the current position is shown in **Appendix 1F.**

The Annual Capital and Treasury Strategy for 2026/27 (including the Prudential and Treasury Indicators) was approved by Full Council in March 2026, with all activity to date therefore undertaken in accordance with this strategy and associated treasury management practices.

In accordance with Financial Procedure Rules, the above strategy and associated activity have been subject to a half yearly review with the outcome set out below, which also reflects commentary from the Council’s External Treasury Advisors.

The Bank of England’s Monetary Policy Committee (MPC) met 4 times in the first half of the year. In each meeting the Bank decided to maintain rates at 3.75% in a ‘holding’ position due to uncertainties in the economic growth and inflation situation in the UK and globally. With inflation now increasing (September CPI 3.5%) concern has grown about secondary inflationary effects later in the year, so the Council’s External Treasury Advisors are forecasting an increase in interest rates by December of this year.

Their latest interest rate forecast can be seen in the table below:

MUFG Corporate Markets Interest Rate View 21.09.26													
	Dec-26	Mar-27	Jun-27	Sep-27	Dec-27	Mar-28	Jun-28	Sep-28	Dec-28	Mar-29	Jun-29	Sep-29	Dec-29
BANK RATE	4.00	4.00	4.00	3.75	3.50	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25
3 month ave earnings	4.00	4.00	4.00	3.80	3.50	3.30	3.30	3.30	3.30	3.30	3.30	3.30	3.30
6 month ave earnings	4.20	4.10	4.00	3.80	3.70	3.50	3.40	3.40	3.40	3.40	3.40	3.40	3.40
12 month ave earnings	4.80	4.60	4.40	4.20	4.00	3.80	3.70	3.70	3.70	3.70	3.70	3.70	3.70
5 yr PWLB	5.60	5.60	5.30	5.10	4.70	4.50	4.50	4.40	4.40	4.30	4.30	4.30	4.30
10 yr PWLB	6.00	5.90	5.60	5.40	5.00	4.80	4.80	4.70	4.70	4.60	4.60	4.60	4.60
25 yr PWLB	6.50	6.40	6.10	5.90	5.60	5.30	5.30	5.30	5.30	5.30	5.20	5.20	5.20
50 yr PWLB	6.10	6.10	5.80	5.50	5.30	5.10	5.00	5.00	5.00	5.00	4.90	4.90	4.90

The above forecast indicates that there is likely to be only one interest rate rise (the main market view is that rates could rise to as high as 4.5%), as inflation is likely to rise further in the winter and this is likely to dampen economic growth, with the bank therefore trying to balance a number of factors including secondary inflation, people’s living costs and economic growth.

The current treasury position for the Council can be found in **Appendix 1F**. No new external borrowing has been undertaken and information received from the Council’s treasury management advisers continues to support borrowing internally, which has been the approach by the Council where necessary, until such time as interest rates reduce. With this in mind, a PWLB Maturity Loan was repaid in September 2026 and funded via internal borrowing as reported earlier.

Appendix 1F shows that investment balances and returns are still robust, with current investments being held at £122.000m with a return of 4.03%. There is currently a higher investment level with central government as a revised process is being embedded in line with Treasury Management Practices that aims to strengthen the Council's response to credit risks and the use of associated counterparties in the current economic climate.

Appendix 1F also highlights that as at 30 September 2026 accrued interest earned to date in 2026/27 is **£2.512m** compared to an annual budget of **£1.806m**. In continuing the approach adopted last year, the 'surplus' income is proposed to be 'banked' at the end of each period, with this adjustment therefore set out within **Appendix 1H** that reflects the most up to date position. This will be subject to on-going review in later quarters and as part of developing the forecast for 2027/28 and beyond.

To support the information set out within **Appendix 1F** and to help Members continue to have oversight of the Council's treasury management activities along with complementing information already included within the Annual Capital and Treasury Strategy, a supplementary **Appendix 1F(i)** is also attached, which incorporates a forward looking approach to a number of prudential indicators that reflects best practice.

SECTION 1(a) – RESPONSE TO FULL COUNCIL MOTION REGARDING LOCAL GOVERNMENT REORGANISATION (FROM THE MEETING ON 13 OCTOBER 2026)

At its meeting on the above date, Full Council resolved to:

1. *Note the Leader's agreement that Cabinet receives information from the Leader, in his capacity as the Corporate Finance and Governance Portfolio Holder, within his next financial budget performance report, supported by the Chief Executive and the Section 151 Officer, that establishes the financial and resource implications total to TDC in responding to the Government's Local Government Reorganisation programme to date.*
2. *Note all financial budget performance reports are available to the Resources and Services Overview and Scrutiny Committee to perform its role in relation to scrutinising the effective use of the Council's resources, on behalf of the Council;*
3. *Note that the above-mentioned report to Cabinet will cover the following points, before the Leader of the Council will determine the content of any written communication to the Secretary of State and our local Members of Parliament to –*

i) *that local taxpayers should not be expected to pay for the changes made to the LGR programme and timetable by the Government;*
ii) *the Government reimburse this Councils for all costs incurred as a direct result of the Local Government Reorganisation process depending upon the outcome of its 'rapid review;*
iii) *the Government to provide clear answers about the future of Local Government Reorganisation before councils are expected to spend any more taxpayers' money and/or resources on the process; and*
iv) *this Council's view that the Local Government Boundary Commission for England must be involved in reviewing any local government boundary, ward and council size proposals submitted to the Secretary of State, as part of any LGR related process, by councils in due course.*

In response to the above, the table below sets out the Finance and Governance Portfolio Holder's comments:

Resolution Point	**Comments of the Finance & Governance Portfolio Holder**
	Before considering comments below, it is important to highlight that the Government have not made any decisions yet and are still working their way through the various stages of their review following a pause in the process. The Government made a further announcement on 29 October, where they confirmed that the decision withdrawn in September remains withdrawn and that Greater Essex will now form part of a wider review of LGR proposals. The Government did however reiterate its commitment to LGR and all proposals submitted for Greater Essex previously remain under consideration and they are expected to provide an update on the future LGR in Greater Essex by early 2027. At this stage, and given the above, we cannot rule anything in or out, albeit the Government's intention appears to be that LGR will continue, but pushed back to a later date than the original proposals that would have seen new Unitary Councils established from 1 April 2028. ***This provides an important context to discussions and comments we may have in the interim period as no decisions have yet been made by the Government.***
1. Establish the financial and resource implications total to TDC in responding to the Government's Local Government Reorganisation programme to date.	The Council has captured direct costs within its financial systems, but it has consciously not set out to identify indirect / opportunity costs such as Officer time. The context behind this thinking was seeking to balance pragmatism, proportionality alongside staff capacity, which is already constrained due to the on-going delivery of a number of projects and priorities across the Council.

	Ahead of the more specific actions and activities that would follow the introduction of the associated LGR legislation creating new Unitary Councils, applying the above approach has avoided an unnecessary burden on Officers across the Council. Such costs would become more relevant as part of the transitional actions and activities that would be undertaken as part of the successful establishment of a new Unitary Council but are less relevant to date during the interim period. It is also important to highlight that a significant element of Officer time spent to date on LGR activities is still likely to be advantageous irrespective of the outcome from the Government's current LGR review. For example, partnership working across a range of activities over the last 12 to 18 months has created potential opportunities that can be explored further with neighbouring Councils as we all face similar challenges in the years ahead and we can look towards practical activities that aim to support service sustainability, resilience and value for money. Therefore, even if indirect / opportunity costs had been captured, it would have been misleading to have assumed that they have all been abortive or avoidable costs and have no value within such a context. Therefore, given the above and the administrative burden involved, I believe that a proportionate approach focused on the additional direct financial impact of reorganisation whilst avoiding potentially disproportionate time-recording arrangements has been taken, which has allowed Officers to spend more time on delivering for our residents and communities rather than unnecessary administration. Notwithstanding the above, the following sets out the direct costs incurred / committed to date: • £27k – primarily contributions to other Local Authorities representing this

	Council's share of costs associated with the Greater Essex LGR Programme. • £120k - Additional officer capacity, with the work undertaken across a range of associated activities supporting the LGR programme but not necessarily exclusively.
3(i) That local taxpayers should not be expected to pay for the changes made to the LGR programme and timetable by the Government.	I cannot disagree with the intention behind the general comment that local taxpayers should not be expected to pay for the changes made to the LGR programme by the Government.
3(ii) the Government reimburse this Councils for all costs incurred as a direct result of the Local Government Reorganisation process depending upon the outcome of its 'rapid review';	As mentioned directly at Full Council on 13 October 2026, it was highlighted that the Government have already acknowledged their acceptance of the same point via their following recent statement within a Q&A paper: ***Q. Will areas with withdrawn decisions still receive the transition funding? Will areas be compensated for costs incurred to date?*** ***A*** *We recognise and appreciate the significant work that councils and partners have undertaken to date. As part of the pause, Government will consider council costs and how to support areas through the next stage of the process.* Although the Government have provided the above response, I cannot at this stage provide any additional comment on whether costs incurred to date will be met in full or in part, which will also depend on any revised LGR timetable that may emerge. Once I know the answer to such questions, I will consider my response accordingly, but I can provide the assurance that it will certainly be based on the Council's expectation that costs should be reimbursed in full, albeit dependent on the outcome of the review, which could include a revised timetable being set by the Government rather than an indeterminate delay. In consultation with the Council's S151 Officer, if there are opportunities to seek the reimbursement of indirect costs, then I would

	expect that a reasonable estimate could be made as part of any associated process and therefore irrespective of whether the costs have been captured as discussed in point 1 above.
3(iii) the Government to provide clear answers about the future of Local Government Reorganisation before councils are expected to spend any more taxpayers' money and/or resources on the process;	This provides a reasonable starting point if Councils were asked to restart any LGR activities and processes following the outcome of the Government's review. With this in mind, I sense the feeling across those Councils affected by the current review will be looking to the Government to provide much more certainty and commitment behind the programme. At its highest threshold, this commitment could involve waiting for the enactment of associated legislation ahead of any further activities being undertaken by Councils. However, in recognition that this could potentially have pragmatic and practical implications for the process, a lower commitment threshold might be required, but it is hoped that this would be achieved via a partnership approach with the Government.
3(iv) this Council's view that the Local Government Boundary Commission for England must be involved in reviewing any local government boundary, ward and council size proposals submitted to the Secretary of State, as part of any LGR related process, by councils in due course.	It is understood that the Local Government Boundary Commission for England (LGBCE) does review the proposals and was a consultee to the LGR proposals submitted to government. Proposals for North (East) Essex were shared with the LGBCE, and we are not aware that any objections were raised.

SECTION 2 – UPDATED FINANCIAL FORECAST

As set out in the Q1 Report presented to Cabinet on 23 October 2026, with the outcome of the Government's LGR review remaining unknown at the present time, it was proposed to refresh the forecast over an initial period of four years that reflects the possibility that this Council remains in existence beyond April 2028.

Since the above date, the Government have made further announcements relating to their LGR programme. Although the impact on Essex remains unknown at the present time, as highlighted earlier, the Government have confirmed that the decision withdrawn in September remains withdrawn and that Greater Essex will now form part of a wider review of LGR proposals. However, the Government have reiterated its commitment to LGR and all proposals submitted for Greater Essex previously remain under consideration and they are expected to provide an update on the future LGR in Greater Essex by early 2027.

As also mentioned in the Q1 report highlighted above, the approach of developing a four year forecast provided a prudent position for the Council to work to and in the event that the LGR programme continues, albeit with a potential delay to the original timetable, the forecast can readily be refocused back into the in-principle / notional approach previously proposed.

With the above context in mind, a forecast covering the period up to and including 2029/30 has been developed which is attached as **Appendix 2A**, with some key highlights and assumptions as follows:

- General items such as growth in council tax and business rates, along with estimated inflationary uplifts have been included across the forecast period.
- The removal of the one-off grant of £0.555m that the Government made available to offset the late change in the RSG for 2026/27. In terms of whether this grant continues or not, the Government have made no commitments beyond 2026/27 at the present time.
- The financial impact of the waste contract has been included within the forecast in 2029/30.
- The removal of one-off items that were included within the 'base budget' in 2026/27.
- Government's Extended Packaging Grant – although the Council received £0.807m in associated grant funding in 2026/27, there are no guarantees that this will continue at current levels from 2027/28 onwards.
- All cost pressures are funded from the Corporate Investment Funds over the forecast period.
- Continued certainty that emerged from last year's Local Government Finance Settlement that covered the period 2026/27 to 2028/29 is reflected within the forecast.
- 2029/30 will be the first year of the Government's next spending review period that informs the Local Government Finance Settlement from that year onwards.

As set out within **Appendix 2A**, the Forecast Risk Fund can support the forecast through to the end of 2029/30. However, there is a structural deficit of over **£4.000m** that would be taken forward into 2030/31 on an assumption that no savings / efficiencies were identified in the interim period. However, in reality and as is usually the case, the forecast at this relatively early stage of the budget cycle is based on a fairly pessimistic approach, which will continue to be subject to a number of likely positive changes such as council tax and business rates growth along with efficiencies and value for money considerations over the forecast period.

As part of the development of the two-year plan approach last year, an initial in-principle / notional position was explored that related to supporting the Council in meeting financial obligations to a new Unitary Council from as early as 1 April 2028. This approach is still seen as a prudent and realistic way forward regardless of the outcome of the Government's current LGR review. E.g. the current two-year plan could be extended to a three year plan covering 2026/27 to 2028/29, based on an assumption of one of the Government's LGR potential options being to put the implementation date back a year to 2029/30. If notionally applying such an outcome, as can be seen within **Appendix 2A**, a deficit would be inherited by an incoming Unitary Council, but it could be met by a corresponding positive Forecast Risk Fund balance for the same year.

For completeness, it is worth highlighting that the approach proposed remains supported by the following key 'reserves':

- **Corporate Risk Fund (Revenue)** – To support the on-going delivery of services, operational / 'business as usual' activities as well as priorities and cost pressures over the period of the forecast.

- **Corporate Risk Fund (Capital)** - To support the investment in assets and priorities over the period of the forecast.

- **Forecast Risk Fund –** This effectively 'underwrites' risks to the forecast as well as originally supporting the Council in meeting its obligations to a new Unitary Council.

As indicated within earlier reports, there is not enough 'headroom' within the annual revenue budgets to adequately address emerging items, and by prudently deploying existing one-off funding, it enables the Council to maintain strong financial stewardship / sustainability / stability either ahead of the establishment of a new Unitary Council or to support its own position beyond the current forecast period.

With the above in mind, the forecast remains subject to further development ahead of the more detailed budgets being presented to Cabinet in December and January before final recommendations are made to Full Council in February 2027.

PREVIOUS RELEVANT DECISIONS

Executive's Proposals – General Fund Budget and Council Tax 2026/27 – Item A.1 Full Council 17 February 2026.

Executive's Proposals – Housing Revenue Account Budget 2026/27 – Item A.2 Full Council 17 February 2026.

Financial Performance Report 2026/27 – General Update at the end of July 2026 – Item A.1 Cabinet 23 October 2026.

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

None

APPENDICES

RELATING TO SECTION 1 OF THE REPORT

Appendix 1 - Front Cover and Executive Summary
Appendix 1A – Summary by Portfolio / Committee
Appendix 1B – General Fund Budget Position by Department
Appendix 1C – Housing Revenue Account Budget Position
Appendix 1D – Capital Programme
Appendix 1E – Collection Performance – Council Tax, Business Rates, Housing Rent and General Debts
Appendix 1F – Treasury Activity
Appendix 1G – Income from S106 Agreements
Appendix 1H – Proposed Adjustments to the Budget 2026/27 and 2027/28

RELATING TO SECTION 2 OF THE REPORT Appendix 2A – Financial Forecast (to 2029/30)

REPORT CONTACT OFFICER(S)	
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Tendring
District Council

Appendices Included:

Executive Summary	A summary of the overall position.
Appendix 1A	A summary of the overall position by Portfolio/Committee split by GF and HRA
Appendix 1B	An analysis by Department of all General Fund Revenue budgets.
Appendix 1C	An analysis of Housing Revenue Account Revenue budgets.
Appendix 1D and 1D(i)	The position to date for General Fund and HRA capital projects.
Appendix 1E	Collection Performance
Appendix 1F and 1F(i)	Treasury Activity
Appendix 1G	Income from S106 Agreements.
Appendix 1H	Proposed Adjustments to the Budget

Financial Performance Report In-Year Performance as at end of:

September 2026

(The variance figures set out in these appendices that are presented in brackets represent either a net underspend to date position or additional income received to date)

Financial Performance Report - Executive Summary as at the end of September 2026

The tables below show the summary position for the General Fund, Housing Revenue Account, Capital, Collection Performance and Treasury Activity.

General Fund - Summary by Department Excluding Housing Revenue Account

	Full Year Budget £	Profiled Budget to Date £	Actual to Date £	Variance to Profile £
Chief Executive and People	264,050	1,289,788	1,116,944	(172,844)
Planning and Community	4,817,980	741,680	(6,802)	(748,482)
Finance and IT	(35,167,378)	(11,489,665)	(13,236,867)	(1,747,202)
Law and Governance	2,379,110	1,030,004	1,018,287	(11,717)
Operations and Delivery	20,630,738	9,099,000	8,178,694	(920,306)
Place and Wellbeing	7,075,500	2,854,771	2,536,963	(317,808)
Total General Fund	**0**	**3,525,576**	**(392,782)**	**(3,918,358)**

Housing Revenue Account

	Full Year Budget £	Profiled Budget to Date £	Actual to Date £	Variance to Profile £
Total HRA	**0**	**(4,063,351)**	**(4,649,339)**	**(585,987)**

Capital

	Full Year Budget £	Profiled Budget to Date £	Actual to Date £	Variance to Profile £
General Fund	63,618,880	5,934,820	5,452,027	(482,793)
Housing Revenue Account	9,397,780	2,536,370	1,085,762	(1,450,608)
Total Capital	**73,016,660**	**8,471,190**	**6,537,789**	**(1,933,401)**

Collection Performance

	Collected to Date *Against Collectable Amount*
Council Tax	53.90%
Business Rates	52.68%
Housing Rents	96.43%
General Debt	80.18%

Treasury

	£'000
Total External Borrowing	26,522
Total Investments	122,292

Revenue Budget Position at the end of September 2026

General Fund Portfolio / Committee Summary

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £
Finance and Governance	13,525,610	2,723,110	2,546,883	(176,227)
Assets and Community Safety	1,413,700	762,295	844,972	82,677
Economic Growth, Regeneration and Tourism	2,887,860	973,212	964,957	(8,254)
Environment and ICT	12,397,610	6,216,884	6,123,206	(93,678)
Leisure and Public Realm	6,115,478	1,401,906	558,312	(843,594)
Housing and Planning	8,558,270	3,680,666	2,627,822	(1,052,845)
Partnerships	1,936,320	1,491,835	1,362,827	(129,007)
Arts, Culture and Heritage	629,420	161,622	123,768	(37,854)
Budgets Relating to Non Executive Functions	223,410	196,435	181,747	(14,688)
	47,687,678	**17,607,964**	**15,334,495**	**(2,273,470)**
Revenue Support for Capital Investment	377,290	0	0	0
Financing Items	(1,334,220)	(844,030)	(2,482,087)	(1,638,057)
Budget Before use of Reserves	**46,730,748**	**16,763,934**	**12,852,407**	**(3,911,527)**
Contribution to / (from) earmarked reserves	(21,434,378)	(230,376)	(230,376)	0
Total Net Budget	**25,296,370**	**16,533,558**	**12,622,032**	**(3,911,527)**
Funding:				
Business Rates Income	(6,768,970)	(3,604,555)	(3,611,392)	(6,837)
Revenue Support Grant	(6,986,320)	(3,632,887)	(3,632,886)	1
Collection Fund Surplus	(297,400)	(148,700)	(148,700)	0
Income from Council Tax Payers	(11,243,680)	(5,621,840)	(5,621,836)	5
Total	**0**	**3,525,576**	**(392,782)**	**(3,918,358)**

Revenue Budget Position at the end of September 2026

HRA Portfolio Summary

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £
Economic Growth, Regeneration and Tourism	34,710	(52,140)	(49,749)	2,391
Housing and Planning	(1,955,140)	(4,011,211)	(4,599,589)	(588,378)
Arts, Culture and Heritage	0	0	0	0
	(1,920,430)	**(4,063,351)**	**(4,649,339)**	**(585,987)**
Revenue Support for Capital Investment	1,536,780	0	0	0
Financing Items	1,352,300	0	0	0
Budget Before use of Reserves	**968,650**	**(4,063,351)**	**(4,649,339)**	**(585,987)**
Contribution to / (from) earmarked reserves	(968,650)	0	0	0
Total	**(0)**	**(4,063,351)**	**(4,649,339)**	**(585,987)**

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2026

Department - Chief Executive and People

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Type of Spend					
Direct Expenditure					
Employee Expenses	2,401,770	1,210,295	1,045,644	(164,651)	
Transport Related Expenditure	16,980	8,540	5,125	(3,415)	
Supplies & Services	353,660	170,053	168,133	(1,920)	
Total Direct Expenditure	**2,772,410**	**1,388,888**	**1,218,902**	**(169,985)**	
Direct Income					
Government Grants	(5,500)	(5,500)	(10,000)	(4,500)	
Other Grants, Reimbursements and Contributions	(10,000)	(10,000)	(9,000)	1,000	
Sales, Fees and Charges	(191,880)	(83,600)	(82,959)	641	
Total Direct Income	**(207,380)**	**(99,100)**	**(101,959)**	**(2,859)**	
Net Direct Costs	**2,565,030**	**1,289,788**	**1,116,944**	**(172,844)**	
Net Indirect Costs	**(2,300,980)**	**0**	**0**	**0**	
Total for Chief Executive and People	**264,050**	**1,289,788**	**1,116,944**	**(172,844)**	

Department - Chief Executive and People

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Service/Function					
Total for Chief Executive and Administration	**0**	**104,175**	**108,371**	**4,196**	
Total for People and Culture	**(532,340)**	**343,158**	**292,498**	**(50,659)**	
Total for People Development	**763,390**	**347,580**	**246,457**	**(101,123)**	Please see Appendix 1H for associated adjustment.
Total for Customer Contact	**33,000**	**408,815**	**369,912**	**(38,903)**	
Total for People Management and Administration	**0**	**86,060**	**99,706**	**13,646**	
Total for Chief Executive and People	**264,050**	**1,289,788**	**1,116,944**	**(172,844)**	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2026

Department - Finance and IT

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Type of Spend					
Direct Expenditure					
Employee Expenses	5,005,300	2,236,378	2,153,313	(83,065)	
Premises Related Expenditure	727,060	252,030	165,292	(86,738)	
Transport Related Expenditure	61,920	30,960	31,412	452	
Supplies & Services	13,189,490	1,544,337	1,558,233	13,897	
Transfer Payments	26,530,933	10,561,697	10,661,705	100,008	
Interest Payments	9,340	1,270	2,741	1,471	
Direct Capital Financing Costs	627,350	0	0	0	
Total Direct Expenditure	**46,151,393**	**14,626,671**	**14,572,696**	**(53,975)**	
Direct Income					
Government Grants	(28,889,473)	(11,061,952)	(11,200,914)	(138,963)	
Other Grants, Reimbursements and Contributions	(1,407,370)	(601,365)	(564,961)	36,404	
Sales, Fees and Charges	(12,930)	(1,000)	27,301	28,301	
Rents Receivable	(840)	(357)	(357)	(0)	
Interest Receivable	(1,722,910)	(1,026,015)	(2,636,627)	(1,610,612)	
RSG, Business Rates and Council Tax	(25,756,040)	(13,199,517)	(13,206,314)	(6,796)	
Total Direct Income	**(57,789,563)**	**(25,890,206)**	**(27,581,872)**	**(1,691,667)**	
Net Direct Costs	**(11,638,170)**	**(11,263,534)**	**(13,009,176)**	**(1,745,642)**	
Net Indirect Costs	**(2,094,830)**	**4,245**	**2,685**	**(1,560)**	
Net Contribution to/(from) Reserves	**(21,434,378)**	**(230,376)**	**(230,376)**	**0**	
Total for Finance and IT	**(35,167,378)**	**(11,489,665)**	**(13,236,867)**	**(1,747,202)**	

Department - Finance and IT

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Service/Function					
Total for Revenue and Financial Support	2,653,900	1,335,055	1,148,817	(186,238)	
Total for Information Governance and IT Services	193,330	1,076,582	1,122,921	46,339	
Total for Internal Audit	0	206,130	215,281	9,151	
Total for Business Continuity, Insurance and Risk	0	53,385	25,058	(28,327)	
Total for Finance and IT Management and Administration	0	159,465	165,392	5,927	
Total for Finance	119,000	433,575	369,927	(63,648)	
Total for Finance - Other Corporate Costs	8,526,790	(1,687,569)	(3,187,794)	(1,500,225)	This budget primarily reflects increased interest receivable from treasury activities at the end of the reporting period - please see Appendix 1H for associated adjustment.
Total for Finance - Financing Items	(21,364,028)	(58,306)	(81,655)	(23,349)	
Total for Finance - RSG, Business Rates and Council Tax	(25,296,370)	(13,007,982)	(13,014,814)	(6,831)	
Total for Finance and IT	(35,167,378)	(11,489,665)	(13,236,867)	(1,747,202)	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2026

Department - Law and Governance

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Type of Spend					
Direct Expenditure					
Employee Expenses	1,728,130	862,894	929,664	66,771	
Transport Related Expenditure	16,660	8,440	8,385	(55)	
Supplies & Services	1,844,470	549,480	491,411	(58,069)	
Total Direct Expenditure	**3,589,260**	**1,420,814**	**1,429,460**	**8,646**	
Direct Income					
Government Grants	(231,640)	(231,640)	(231,640)	0	
Other Grants, Reimbursements and Contributions	(39,480)	(19,740)	(36,721)	(16,981)	
Sales, Fees and Charges	(278,860)	(139,430)	(142,812)	(3,382)	
Total Direct Income	**(549,980)**	**(390,810)**	**(411,173)**	**(20,363)**	
Net Direct Costs	**3,039,280**	**1,030,004**	**1,018,287**	**(11,717)**	
Net Indirect Costs	**(660,170)**	**0**	**0**	**0**	
Total for Law and Governance	**2,379,110**	**1,030,004**	**1,018,287**	**(11,717)**	

Department - Law and Governance

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Service/Function					
Total for Law and Governance Management and Administration	0	185,399	210,942	25,543	
Total for Legal Services	0	231,600	165,347	(66,253)	
Total for Democratic Services	532,680	(92,860)	(98,101)	(5,241)	
Total for Corporate Communications	0	104,745	99,324	(5,421)	
Total for Elections and Member support	1,739,180	584,030	616,948	32,918	
Total for Corporate Governance, Performance and Procurement	13,230	35,120	43,942	8,822	
Total for Licensing	94,020	(18,030)	(20,115)	(2,085)	
Total for Law and Governance	2,379,110	1,030,004	1,018,287	(11,717)	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2026

Department - Operations and Delivery

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Type of Spend					
Direct Expenditure					
Employee Expenses	8,540,730	4,188,365	4,054,730	(133,635)	
Premises Related Expenditure	1,343,670	887,575	803,410	(84,165)	
Transport Related Expenditure	516,170	226,625	239,608	12,983	
Supplies & Services	8,763,218	3,074,765	2,704,030	(370,735)	
Third Party Payments	9,923,700	4,202,509	4,180,373	(22,135)	
Transfer Payments	1,143,290	571,645	1,186,622	614,977	
Total Direct Expenditure	**30,230,778**	**13,151,483**	**13,168,772**	**17,289**	
Direct Income					
Government Grants	(2,471,520)	(1,153,157)	(951,430)	201,727	
Other Grants, Reimbursements and Contributions	(1,456,390)	(491,824)	(413,666)	78,158	
Sales, Fees and Charges	(4,389,230)	(2,286,121)	(3,500,374)	(1,214,253)	
Rents Receivable	(212,790)	(121,381)	(124,609)	(3,227)	
Total Direct Income	**(8,529,930)**	**(4,052,484)**	**(4,990,079)**	**(937,595)**	
Net Direct Costs	**21,700,848**	**9,099,000**	**8,178,694**	**(920,306)**	
Net Indirect Costs	**(1,070,110)**	**0**	**0**	**0**	
Total for Operations and Delivery	**20,630,738**	**9,099,000**	**8,178,694**	**(920,306)**	

Department - Operations and Delivery

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Service/Function					
Total for Operations and Delivery Management and Administration	**274,480**	**842,955**	**814,997**	**(27,958)**	
Total for Building and Public Realm Management and Administration	**0**	**54,370**	**78**	**(54,292)**	
Total for Engineering	**0**	**386,035**	**440,543**	**54,508**	
Total for Public Realm	**1,819,820**	**375,898**	**91,920**	**(283,978)**	As highlighted in Q1 this primarily reflects the favourable position in respect of parking income budgets, which will be applied to related cost pressures/investment opportunities across the various parking sites in future periods.
Total for Development and Building	**30**	**15**	**0**	**(15)**	
Total for Open Space and Transport	**1,417,708**	**727,633**	**819,020**	**91,387**	As highlighted in Q1, crematorium income continues to remain behind the expected/profiled budget, with the position at the end of Q2 being £141k. A review remains in progress within the department to investigate this issue along with any potential on-going impact on the financial forecast. The position will therefore remain under review during the 'budget setting cycle' through to February 2027 when the detailed estimates for 2027/28 are presented to Full Council.

Appendix 1B

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Total for Housing and Environment Management and Administration	**765,240**	**219,280**	**170,434**	**(48,846)**	
Total for Housing	**3,809,860**	**1,988,631**	**1,454,985**	**(533,646)**	As highlighted in Q1, the position to date primarily reflects the variance against the homelessness budgets which continue to be supported by Government Grant funding contributions. As set out in earlier reports, a number of positive actions have been taken (and will continue to be taken) to respond to associated demands, which will need to remain under on-going review over the remainder of the year. Within the above position, the risk of the ringfencing arrangements effectively introduced by the Government as part of the wider local government financial settlement 2026/27 remains a challenge that may impact the Council. This is due to the balance between the costs incurred relating to temporary accommodation and preventative activities which form the basis of the ringfencing arrangement highlighted above. This will be kept under review throughout the second half the year.
Total for Waste	**9,744,210**	**3,657,662**	**3,492,237**	**(165,425)**	A number of budget lines currently reflect the timing associated with the on-going roll out of the new service, which will remain under review alongside income budgets across the reminder of the year.
Total for Environment	**2,177,750**	**661,440**	**700,665**	**39,225**	
Total for Community Safety and Safeguarding	**621,640**	**185,080**	**193,814**	**8,734**	
Total for Operations and Delivery	**20,630,738**	**9,099,000**	**8,178,694**	**(920,306)**	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2026

Department - Place and Wellbeing

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Type of Spend					
Direct Expenditure					
Employee Expenses	5,525,560	2,968,420	2,854,603	(113,817)	
Premises Related Expenditure	1,500,270	812,055	752,809	(59,246)	
Transport Related Expenditure	24,760	15,865	10,786	(5,079)	
Supplies & Services	3,039,560	1,080,350	1,179,139	98,789	
Third Party Payments	1,490	870	0	(870)	
Total Direct Expenditure	**10,091,640**	**4,877,560**	**4,797,337**	**(80,223)**	
Direct Income					
Government Grants	(76,970)	(76,990)	(116,997)	(40,007)	
Other Grants, Reimbursements and Contributions	(148,370)	(143,345)	(171,875)	(28,530)	
Sales, Fees and Charges	(3,784,400)	(1,777,063)	(1,944,337)	(167,274)	
Rents Receivable	(50,390)	(25,171)	(26,675)	(1,504)	
Direct Internal Income	(440)	(220)	(490)	(270)	
Total Direct Income	**(4,060,570)**	**(2,022,789)**	**(2,260,374)**	**(237,585)**	
Net Direct Costs	**6,031,070**	**2,854,771**	**2,536,963**	**(317,808)**	
Net Indirect Costs	**1,044,430**	**0**	**0**	**0**	
Total for Place and Wellbeing	**7,075,500**	**2,854,771**	**2,536,963**	**(317,808)**	

Department - Place and Wellbeing

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Service/Function					
Total for Place and Wellbeing Management and Administration	**0**	**234,040**	**233,146**	**(894)**	
Total for Sport and Leisure	**2,995,620**	**1,215,950**	**999,724**	**(216,226)**	As highlighted in Q1, the variance to date primarily reflects the continuation of a favourable position against income budgets across the three leisure facilities. This will remain under review during the reminder of the year, with further updates provided as necessary.
Total for Health and Culture	**2,363,810**	**665,464**	**625,829**	**(39,636)**	
Total for Economic Growth and Enterprise	**809,040**	**292,429**	**288,298**	**(4,131)**	
Total for Project Delivery	**907,030**	**446,888**	**389,966**	**(56,921)**	
Total for Place and Wellbeing	**7,075,500**	**2,854,771**	**2,536,963**	**(317,808)**	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2026

Department - Planning and Community

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Type of Spend					
Direct Expenditure					
Employee Expenses	3,176,190	1,653,185	1,678,161	24,976	
Premises Related Expenditure	1,459,320	487,615	486,045	(1,570)	
Transport Related Expenditure	39,510	19,755	13,833	(5,922)	
Supplies & Services	1,479,360	626,000	694,563	68,563	
Third Party Payments	45,000	45,000	2,160	(42,840)	
Total Direct Expenditure	**6,199,380**	**2,831,555**	**2,874,762**	**43,207**	
Direct Income					
Other Grants, Reimbursements and Contributions	(2,480)	(2,480)	(262,180)	(259,700)	
Sales, Fees and Charges	(2,811,150)	(1,914,450)	(2,447,260)	(532,810)	
Rents Receivable	(324,550)	(172,945)	(172,124)	821	
Total Direct Income	**(3,138,180)**	**(2,089,875)**	**(2,881,564)**	**(791,689)**	
Net Direct Costs	**3,061,200**	**741,680**	**(6,802)**	**(748,482)**	
Net Indirect Costs	**1,756,780**	**0**	**0**	**0**	
Total for Planning and Community	**4,817,980**	**741,680**	**(6,802)**	**(748,482)**	

Department - Planning and Community

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Service/Function					
Total for Planning and Community Management and Administration	**0**	**64,485**	**71,266**	**6,781**	
Total for Property and Projects (incl Coastal)	**1,825,150**	**(376,300)**	**(668,118)**	**(291,818)**	As highlighted in Q1, this primarily reflects the continuation of additional income being achieved against the beach hut budgets, which can be considered for reinvestment back into associated activities over the reminder of the year.
Total for Careline and Community	**374,630**	**352,130**	**362,159**	**10,029**	
Total for Planning Business, Policy and Building Control	**2,618,200**	**701,365**	**227,891**	**(473,474)**	As highlighted in Q1, the favourable position against planning income budgets that started to emerge last year, is continuing in 2026/27 (Planning income is currently ahead of the profile by £270k). This will be kept under review during the second half of the year.
Total for Planning and Community	**4,817,980**	**741,680**	**(6,802)**	**(748,482)**	

Corporate Budget Monitoring - Housing Revenue Account Budget Position at the end of September 2026

Housing Revenue Account

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Type of Spend					
Direct Expenditure					
Employee Expenses	2,724,690	1,362,345	1,192,776	(169,569)	
Premises Related Expenditure	5,111,110	2,499,205	2,204,574	(294,631)	
Transport Related Expenditure	161,000	41,315	51,575	10,260	
Supplies & Services	1,075,260	758,825	823,774	64,949	
Third Party Payments	61,030	0	0	0	
Transfer Payments	99,690	50,235	26,925	(23,310)	
Interest Payments	977,610	277,364	277,367	3	
Direct Capital Financing Costs	2,951,080	0	0	0	
Total Direct Expenditure	**13,161,470**	**4,989,289**	**4,576,992**	**(412,297)**	
Direct Income					
Other Grants, Reimbursements and Contributions	(15,000)	(6,780)	(42,468)	(35,688)	
Sales, Fees and Charges	(692,810)	(381,205)	(462,974)	(81,769)	
Rents Receivable	(17,325,510)	(8,664,655)	(8,720,888)	(56,233)	
Interest Receivable	(329,720)	0	0	0	
Total Direct Income	**(18,363,040)**	**(9,052,640)**	**(9,226,330)**	**(173,690)**	
Net Direct Costs	**(5,201,570)**	**(4,063,351)**	**(4,649,339)**	**(585,987)**	
Net Indirect Costs	**6,170,220**	**0**	**0**	**0**	
Net Contribution to/(from) Reserves	**(968,650)**	**0**	**0**	**0**	
Total for HRA	**0**	**(4,063,351)**	**(4,649,339)**	**(585,987)**	

Housing Revenue Account

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Analysis by Service/Function					
Total for Operations and Delivery Management and Administration	(98,310)	(90,470)	(167,384)	(76,914)	
Total for Development and Building	5,798,820	2,940,635	2,627,332	(313,303)	The variance to date continues to reflect the timing of expenditure against the various repairs and maintenance activities across the housing stock.
Total for Housing	(8,624,300)	(6,861,376)	(7,059,538)	(198,162)	A number of smaller individual variances are now emerging that include dwelling rents and utility costs. This will be kept under review over the second half of the year.
Total for Finance - Financing Items	2,889,080	0	0	0	
Total for Economic Growth and Enterprise	34,710	(52,140)	(49,749)	2,391	
Total for HRA	0	(4,063,351)	(4,649,339)	(585,987)	

Corporate Budget Monitoring - General Fund Capital Programme Position at the end of September 2026

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Expenditure					
Assets and Community Safety Portfolio					
Clacton Cemetery Extension	500,000	0	0	0	Specification issued with the tender expected to commence in December 2026.
Town Hall - Replacement Heating System	171,830	0	450	450	Works completed mid October for one side of the Town Hall, works have now commenced on the other side of the building.
Office Rationalisation	52,790	0	69	69	
Laying Out Cemetery	81,140	970	974	4	To be considered alongside the £500k allocated for the Cemetery extension scheme above.
Public Convenience Works	131,410	0	0	0	
Weeley Crematorium Works	35,500	0	0	0	Opportunities are being considered for schemes that complement earlier work.
Total for Assets and Community Safety Portfolio	**972,670**	**970**	**1,493**	**523**	
Finance and Governance Portfolio					
Corporate Investment Fund - Capital	3,082,120	0	0	0	
Total for Finance and Governance Portfolio	**3,082,120**	**0**	**0**	**0**	

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Economic Growth, Regeneration and Tourism Portfolio					
Pride in Place Capital Delivery Projects	360,000	0	0	0	
High Street Accelerator Fund Green Space	389,280	301,060	301,063	3	The majority of the scheme is completed and currently in defect rectification and practical completion stages. One aspect of the project remains outstanding which, due to external factors, will be completed at a later date.
SME Growth Fund Capital Grants	43,250	0	0	0	
Starlings and Milton Road Redevelopment	163,920	0	0	0	Following the reported position at the end of Q1 and associated review, it is proposed to transfer this funding to the Corporate Investment Fund (Capital). Please see adjustment in appendix 1H.
UKSPF Shop Front Grants	19,010	19,010	10,400	(8,610)	
Total for Economic Growth, Regeneration and Tourism Portfolio	**975,460**	**320,070**	**311,463**	**(8,607)**	
Environment and ICT Portfolio					
Weekly Food Collections - Transitional Funding	500,000	468,500	468,500	0	
IT Core Infrastructure Rolling Replacement	70,480	0	0	0	This on-going scheme continues to support the rolling replacement of IT hardware and infrastructure.
Coast Protection Works	1,970,000	0	0	0	Works at a Clacton location are due to commence during 2026/27. All other works remain in the pipeline with potential start dates still to be confirmed.
Total for Environment and ICT Portfolio	**2,540,480**	**468,500**	**468,500**	**0**	

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Housing and Planning Portfolio					
Building Safety Levy	63,000	0	0	0	
Private Sector Renewal Grants/Financial Assistance Loans	287,170	0	0	0	
Disabled Facilities Grants	12,652,790	812,430	812,426	(4)	This budget continues to be reviewed in line with the financial assistance policy approved earlier in the year. Social care capital projects continue to be explored, as set out in an earlier decision, the outcome of which will be included in a further report planned to be presented to Cabinet during the second half of 2026/27.
Private Sector Leasing	75,660	0	0	0	
Empty Homes funding	152,220	0	0	0	Scheme currently under review for consideration for the funding to be transferred to the corporate Investment Fund Capital.
Total for Housing and Planning Portfolio	**13,230,840**	**812,430**	**812,426**	**(4)**	
Leisure and Public Realm Portfolio					
Projects associated with the Vista Road Land Swap	8,270	0	0	0	
Bathhouse Meadow Car Park Ugrade	0	0	(3,590)	(3,590)	Awaiting final retention payment.
Wellesley Road Car Park Upgrade	120,000	96,510	96,514	4	Works complete awaiting final invoice payments and retention.
Church Road Car Park Upgrade	200,000	0	0	0	Project Initiation and specification issued awaiting commencement of tender exercise with the project expected to be completed in early 2027.

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Play Area Improvements Dovercourt Swimming Pool	51,200	0	0	0	Contract awarded subject to planning permission, work to start in the middle of January 2027.
Play area Improvements - Halstead Rd Kirby Cross	21,760	0	0	0	Installation of equipment currently in progress with project expected to complete in Q3.
Cliff Park Rockery Works	35,370	0	0	0	
Walton on the Naze Lifestyles - Air Handling Unit and Building Managment System	0	0	(1,113)	(1,113)	This project is now complete.
Air Source Pumps and Solar Panels	375,910	225,000	217,779	(7,221)	The Air Source Heat Pumps element of the project is coming into its final stages and is expected to be completed by the end of December 2027. The roof and solar panels have had to be delayed due to supplier delays at the last minute. These works have been rescheduled to take place between June and July 2027.
Beach Patrol Equipment	11,220	11,220	11,221	1	
Playzone - Clacton Leisure Centre	219,440	5,060	5,062	2	The PlayZone works are broadly completed with just the signage and door access unit and connections to be finished. Expected to be completed and open by mid November.
Playzone - Dovercourt (Cliff Park)	268,620	0	0	0	Planning permission has been granted and the Council is now at the initial meeting stage with the Contractor and Football Foundation to finalise details for times, building schedule etc.

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Playzone - Jaywick Sands (Crossways)	210,960	0	0	0	Planning permission has been granted. The PlayZone forms part of a wider improvement plan of Crossways Park and so final stage plans are being signed off as part of the meetings with the Contractor and being implemented into the building schedule. Work is expected to start early 2027.
Playzone - Walton (Bathhouse Meadow)	215,590	5,060	5,062	2	Works started on 12th October and progressing well. Currently a 10 week build programme and on track.
Clacton Leisure Centre Sports Hall Works	40,000	0	0	0	The service are currently developing the specification as part of the procurement process.
Total for Leisure and Public Realm Portfolio	**1,778,340**	**342,850**	**330,934**	**(11,916)**	
Levelling Up and Community Regeneration Schemes					
LUF - The Clacton Hub (Capital Grant to ECC)	2,589,110	0	0	0	Please see separate dedicated appendix 1D(i) relating to the individual schemes.
LUF - Carnarvon Terrace	18,437,410	88,750	40,109	(48,641)	Please see separate dedicated appendix 1D(i) relating to the individual schemes.
CRP - Harwich Library and Public Realm (Capital Grant to ECC)	1,932,680	0	0	0	Please see separate dedicated appendix 1D(i) relating to the individual schemes.
CRP - Milton Road/Homes in Dovercourt	3,263,660	113,110	90,117	(22,993)	Please see separate dedicated appendix 1D(i) relating to the individual schemes.
Total Community Regeneration 2 Projects (CRP 2)	14,816,110	3,788,140	3,396,985	(391,155)	Please see separate dedicated appendix 1D(i) relating to the individual schemes.
Total Approved General Fund Capital Programme	**63,618,880**	**5,934,820**	**5,452,027**	**(482,793)**	

Corporate Budget Monitoring - Housing Revenue Account Capital Programme Budget Position at the end of September 2026

	2026/27 Current Full Year Budget £	2026/27 Profiled Budget to date £	2026/27 Actual to date £	2026/27 Variance to Profile £	Comments
Improvements, enhancement & adaptation of the Council's housing stock	5,464,060	2,336,370	779,670	(1,556,700)	
IT Upgrade & Replacement	20,000	0	0	0	
Disabled Adaptations	400,000	200,000	306,092	106,092	
Playgrounds Fund Grant	120,000	0	0	0	
HRA - New Build & Acquisitions - To Be Allocated	2,825,730	0	0	0	
HRA - Acquisitions - Council Dwellings	567,990	0	0	0	
Total Housing Revenue Account Capital Programme	**9,397,780**	**2,536,370**	**1,085,762**	**(1,450,608)**	

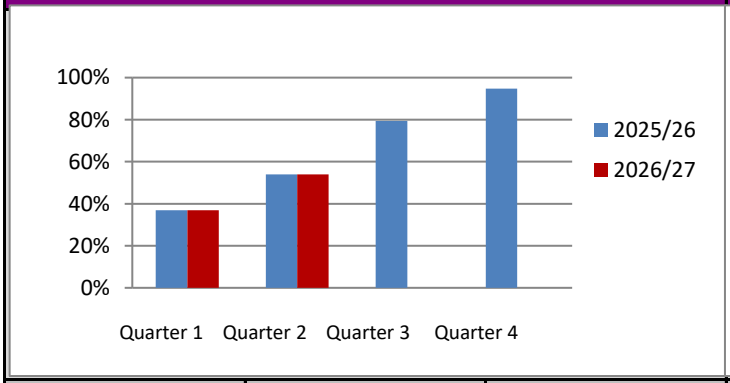
LUF and CRP Performance 'Dashboard'

Project		Fund/del Wave	Category	Delivering Authority	PID Agreed	Current Budget	Committed to date	Spend to Date	Date commitment made	Overall Status	Current Stage	Next Key Milestone	Start on site	Forecast completion	Key Risk to Delivery/Grant Funding Defrayment criteria met
LUF and CRP1															
CLA Clacton Library		LRF	Construction	ECC	In progress	£10,999,276	£1,290,000	£1,159,100		In delivery	PCSA	Enter main contract (October 2026)	Jan-27	Apr-28	
CAT Carnarvon Terrace		LRF	Construction	TDC	In progress	£19,433,740	£1,240,551	£1,036,435		In delivery	PCSA	Enter main contract (December 2026)	Jan-27	Oct-28	
Harwich Library		LRF	Construction	ECC	Yes	£1,317,534	£1,096,018	£1,096,018		Complete	In use	Project complete	Oct-24	Aug-25	
Homes for Dovercourt		LRF	Construction	TDC	In progress	£3,798,750	£671,892	£625,213		In delivery	PCSA	Enter main contract (December 2026)	Dec-26	Oct-27	
Dovercourt Public Realm		LRF	Construction	ECC	Yes	£4,540,000	£4,413,000	£1,826,520		In delivery	Construction progressing	Completion on site (December2026)	Jun-26	Dec-26	
CRP2															
Ten_01 Bus infrastructure		4	Construction	ECC	Yes	£230,000	£230,000	£230,000	Cabinet approved December 2024	In delivery	Construction progressing	Completion on site (September 2026)	Sep-25	Oct-26	
Ten_02 Community Transport Buses		1	Grant	TDC	Yes	£181,750	£181,750	£181,748	Cabinet approved December 2024	Complete	Monitoring & evaluation	Project complete	Mar-25	Sep-25	
Ten_03 Fitting Out Skills Hub		4	Purchase	ECC	Yes	£200,000	£200,000	£200,000	Cabinet approved December 2024	Funding transferred	Awaiting construction of Clacton Library	Completion of Clacton Library (winter 2027/8)	Jan-28	Jun-28	
Ten_04 Sunspot Solar Panels		3	Construction	TDC	Yes	£200,000	£185,931	£24,041	Cabinet approved March 2025	In delivery	Construction progressing	Complete construction (Q3 2026/7)	Aug-26	Oct-26	
Ten_06 Jaywick Sands Healthy Buildings		1	Construction Enforcement	TDC	In progress	£100,000 capital £200,000 revenue	£60,000	£5,717	Cabinet approved November 2025	Under preparation	Approval of PID	Action enforcement inc procure contractor for direct action	Mar-27	May-27	
Ten_07 Clacton town centre public realm		4	Construction	ECC	Yes	£3,800,000	£3,800,000	£3,800,000	Cabinet approved December 2024	In delivery	Developed designs	Preparation of consents submission	Oct-27	Jan-28	
Ten_08 Shop Front Improvements		1	Grant	TDC	Yes	£728,250	£700,000	£635,151	Cabinet approved December 2024	In delivery	Grant period open for applications	Close grant period	Mar-25	Mar-28	
Ten_09 Jaywick Public Open Spaces		2	Construction	TDC	Yes	£4,200,000	£524,055	£405,587	Cabinet approved March 2025	In delivery	Technical design and consents	Contractor procurement	Apr-27	Dec-27	
Ten_10 Seafront Micro Venue		1	Construction	TDC	Yes	£1,150,000	£155,486	£118,931	Cabinet approved December 2024	In delivery	Technical design	Award of main contract (Q3 26/7)	Oct-26	May-27	
Ten_11 Repurposing Martello Tower E		2	Construction	TDC	Yes	£3,000,000	£619,537	£287,508	Cabinet approved March 2025	In delivery	Preparation of consents submission	Procurement of enabling works	TBC		
Ten_12 Active Wellbeing Centre		3	Construction	TDC	Yes	£4,000,000	£1,022,609	£482,193	Cabinet approved March 2025	In delivery	Technical design and consents	Agreement of main contract sum	Jan-26	Jun-26	
Ten_14 Cultural Masterplanning		2	Strategy	TDC	Yes	£100,000 revenue	£100,000	£89,538	Cabinet approved March 2025	In delivery	Public consultation prior to adoption	Adoption (November 2026)	Aug-25	Nov-26	
Ten_15 Urgent Treatment Centre		4	Construction	NHS	Yes	£2,000,000	£2,000,000	£2,000,000	Cabinet approved December 2024	Complete	In use	Project complete		Jun-26	
Total CRP2						**£20,090,000**	**£9,779,368**	**£8,460,414**							
Grand total all schemes						**£60,179,300**	**£18,490,829**	**£14,203,700**							

Collection Performance : Position at the end of September 2026

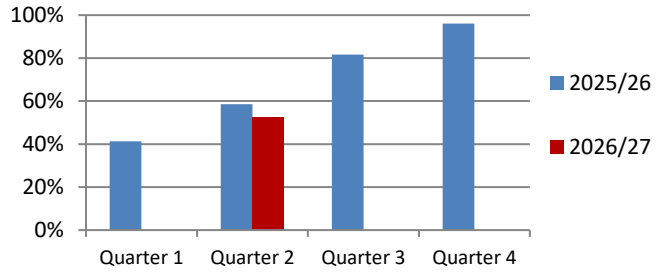
The collection performance against Council tax, Business Rates, Housing Rents and General Debt collection are set out below.

Council Tax



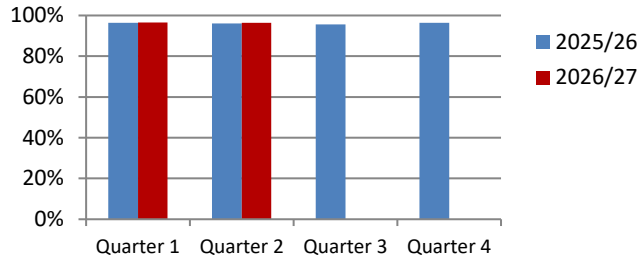
	2025/26	2026/27
Quarter 1	36.98%	36.87%
Quarter 2	53.97%	53.90%
Quarter 3	79.32%	
Quarter 4	94.81%	

Business Rates



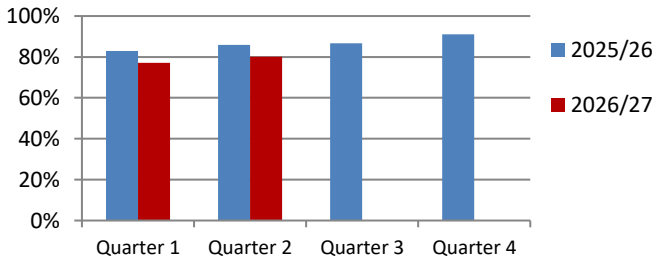
	2025/26	2026/27
Quarter 1	41.24%	
Quarter 2	58.50%	52.68%
Quarter 3	81.70%	
Quarter 4	96.10%	

Housing Rents



	2025/26	2026/27
Quarter 1	96.42%	96.57%
Quarter 2	96.16%	96.43%
Quarter 3	95.54%	
Quarter 4	96.40%	

General Debt



	2025/26	2026/27
Quarter 1	82.86%	77.20%
Quarter 2	85.95%	80.18%
Quarter 3	86.74%	
Quarter 4	91.01%	

Treasury Activity : Position at the end of September 2026

Key Treasury Management Performance Data and Prudential Indicators are set out below.

TREASURY ACTIVITY

Borrowing	**Opening Balance 1 April £'000**	**Borrowing to date £'000**	**Borrowing Repaid to date £'000**	**Balance to Date £'000**	**Comments**
Long Term PWLB Borrowing - GF	112	0	62	50	
Long Term PWLB Borrowing - HRA	28,120	0	1,648	26,472	
TOTAL BORROWING	**28,232**	**0**	**1,710**	**26,522**	
Investments	**Opening Balance 1 April £'000**	**Investments to date £'000**	**Investments Repaid to date £'000**	**Balance to Date £'000**	**Comments**
Investments less than a year					
Investments with UK Government via Treasury Bills/Investments with DMO, and Local Authorities and other public bodies	92,500	1,149,300	1,127,400	114,400	Overall the balance of investments has increased over the reporting period due to the timing of the Council's cash flow and the receipt of Government grants. In respect of investments with UK financial institutions, at the end of the period, investments were held with 4 counterparties, including 2 Money Market Funds.
Investments with UK financial Institutions (including Money Market Funds)	5,142	11,270	8,520	7,892	
Investments with non-UK Financial institutions	0	0	0	0	
Total Investments for less than a year	**97,642**	**1,160,570**	**1,135,920**	**122,292**	
Investments for longer than a year	0	0	0	0	
TOTAL INVESTMENTS	**97,642**	**1,160,570**	**1,135,920**	**122,292**	
Interest Paid / Received	**Full Year Budget £'000**	**Profiled Budget to Date £'000**	**Actual to Date £'000**	**Variance to date £'000**	**Comments**
Interest Paid on Borrowing - GF	9	3	3	0	The weighted average rate of interest on the Council's GF borrowing is currently 6.98%. (on an accrued basis).
Interest Paid on Borrowing - HRA	978	209	277	68	The weighted average rate of interest on the Council's HRA borrowing is currently 3.60%. (on an accrued basis)
Interest Received on Investments	(1,806)	(903)	(2,512)	(1,609)	The weighted average rate of interest being received on the Council's investments is currently 4.03%. (on an accrued basis)

PRUDENTIAL INDICATORS

Borrowing Limits	Approved Indicator £000	Highest amount reached in the period £000
Authorised limit for external borrowing	80,735	27,522
Operational boundary for external borrowing	70,984	

Net Revenue Stream	2026/27	2026/27	2027/28	2028/29
Financing Costs to Revenue	**Original**	**Current Forecast**	**Forecast**	**Forecast**
HRA				
Actual Ratio of Financing Costs to Net Revenue Stream (%)	40.87%	40.71%	37.92%	36.87%
General Fund				
Actual Ratio of Financing Costs to Net Revenue Stream (%)	1.04%	1.03%	0.78%	0.63%
TOTAL %	**41.91%**	**41.74%**	**38.70%**	**37.50%**

Net Income from Commercial and Service Investments	2026/27	2026/27	2027/28	2028/29
	Original	**Current Forecast**	**Forecast**	**Forecast**
General Fund				
REVENUE				
Actual Ratio of Financing Costs to Net Revenue Stream (%)	(0.94%)	(0.93%)	(0.43%)	(0.43%)

TREASURY INDICATOR - EXPOSURE TO CREDIT RISK

TREASURY INDICATOR	2026/27 Upper limit	Q2 2026/27
Average credit score for investments	2.00	1.01

At the end of Q2, the forecast position for the following indicators are not expected to change compared to the estimated postion.

CAPITAL FINANCING REQUIREMENT	2026/27 Estimate
	£000
General Fund	4,381
Housing Revenue Account	29,707
Total	**34,088**

GROSS DEBT AND THE CAPITAL FINANCING REQUIREMENT

PRUDENTIAL INDICATOR	2026/27 Estimate
	£000
Capital Financing Requirement	34,088
External debt	25,811
Internal borrowing	**8,277**

INTEREST RATE EXPOSURE

PRUDENTIAL INDICATOR	2026/27 Estimate
	£000
Upper limit for Fixed Interest Rates on debt	34,088
Upper limit for Variable Interest Rates on debt (based on 30% of the fixed rate limit)	10,226

TOTAL PRINCIPAL SUMS INVESTED FOR PERIODS LONGER THAN 364 DAYS (excluding property)

PRUDENTIAL INDICATOR	2026/27 Estimate
	£000
Limits on the total principal sum invested to final maturities longer than 364 days	3,500

MATURITY STRUCTURE OF FIXED RATE BORROWING

PRUDENTIAL INDICATOR	2026/27 Estimate
	£000
Under 12 months	4.22%
12 months and within 24 months	4.22%
24 months and within 5 years	12.67%
5 years and within 10 years	13.86%
10 years and above	
10-20 years	8.98%
20-30 years	58.12%
>30 years	0.00%

Income from S106 Agreements

Information in respect of S106 income has been split across two areas below - Where money has been formally allocated / being spent and where money remains unallocated / uncommitted.

Where related to capital schemes - see Appendix D for overall scheme progress.

ALLOCATED / BEING SPENT

Scheme Type	Amount Committed / Planned to be Spent in 2025/26 £'000
GF Revenue Schemes	487
GF Capital Schemes	25
HRA Capital Schemes	0
TOTAL	**512**

UNALLOCATED / UNCOMMITTED TO DATE

Permitted Use as per S106 Agreement	Amount Held / 'Spend by' Date			
	Less than 1 Year £'000	1 to 2 Years £'000	2 to 4 Years £'000	4 years + £'000
Regeneration Programme and Other Initiatives	0	2	0	0
Affordable Housing	0	0	106	1,196
Town Centre Improvements	0	0	0	0
Conservation *	337	0	0	0
Open Space **	33	41	82	2,053
TOTAL	**370**	**43**	**188**	**3,249**

** To be spent by March 2027 - this relates to the Harwich area with the commitment required being based on an applied basis rather than a cash spent basis which was the assumption within the Q1 report. This therefore provides additional flexiblity than originally expected.*

*** To be spent by August 2027*

Proposed Adjustments to the In-Year Budget Across 2026/27 to 2027/28 (as at the end of September 2026)

	2026/27		2027/28		
Description	**Expenditure Budget**	**Income Budget**	**Expenditure Budget**	**Income Budget**	**Reason for Adjustment**
	£	**£**	**£**	**£**	
Section 1a GENERAL FUND REVENUE					
Cost Pressures					
As highlighted within the main body of the report, cost pressures remain under review for presenting to Cabinet at its December meeting as necessary.					
Other Adjustments					
Apprenticeship Adjustment - Salaries	(30,000)	0	0	0	Given the number of apprentices currently being supported, this proposed adjustment aims to provide the Service with the necessary flexibility to reallocate funding initially earmarked for direct salary costs to other associated costs such as exam fees and other related expenditure.
Apprenticeship Salaries Adjustment - Other Costs	30,000	0	0	0	
Building Control - Consultancy Costs	34,000	0	0	0	To provide the necessary operational capacity / expertise within the Service, additional external costs are currently being incurred that can however be offset by additional income currently being achieved.
Building Control - Income	0	(34,000)	0	0	
Planning Services - Employee Costs	44,400	0	0	0	To meet associated demands within the Service, a proposed restructure has been considered that can be funded from planning income, which is forecast to continue to remain ahead of the budget as set out elsewhere within the appendices.
Planning Services - Planning Income	0	(44,400)	0	0	
Business Rates Payable on the Council's own Properties	(63,800)	0	0	0	This reflects the net overall favourable impact from changes to business rates across the Council's whole estate in 2026/27.
Share of LGR Costs Incurred to Date	14,200	0	0	0	This reflects the Council's share of costs incurred by its neighbouring partners in respect of Local Government Reorganisation. Please see more general comments set out within the main body of the report relating to LGR.

Description	2026/27		2027/28		
	Expenditure Budget	Income Budget	Expenditure Budget	Income Budget	Reason for Adjustment
	£	£	£	£	
External Investment Interest Receivable / Interest & Investment Income	0	(600,000)	0	0	Cash balances and interest rates remain more favourable than those reflected within the original estimates - short term cash balances also continue to include the money received from the Government in respect of a number of major schemes / projects. The figure included is net of the estimated additional interest payable to the HRA.
Corporate Investment Fund (Revenue) Contribution to / (from)	649,600	0	0	0	Net position of above items transferred to / (from) the CIF (Revenue) - *(If agreed, there would be £6.714m remaining within the CIF (Revenue) budget)* .
TOTAL Section 1a GENERAL FUND REVENUE	**678,400**	**(678,400)**	**0**	**0**	
Section 1b GENERAL FUND CAPITAL					
Stallings and Milton Redevelopment	(163,920)	0	0	0	As reported within the Q1 report, the Service have confirmed the completion of the scheme which was delivered lower than budgeted for. This balance can therefore be transferred to the Corporate Investment Fund (Capital).
Corporate Investment Fund (Capital) Contribution to / (from)	163,920	0	0	0	Net position of above items transferred to / (from) the CIF (Capital) - *(If agreed, there would be £3.246m remaining within the CIF (Capital) budget)* .
TOTAL Section 1b GENERAL FUND CAPITAL	**0**	**0**	**0**	**0**	
Section 2a HRA REVENUE					
None					
TOTAL Section 2a HRA REVENUE	**0**	**0**	**0**	**0**	
Section 2b HRA CAPITAL					
None					

Description	2026/27		2027/28		Reason for Adjustment
	Expenditure Budget	Income Budget	Expenditure Budget	Income Budget	
	£	£	£	£	
Section 3 PLAYZONE REVENUE BUDGET ADJUSTMENTS					
Playzone - Clacton Leisure Centre					
Income					
Fees & Charges	0	(13,200)	0	(14,000)	
Expenditure					
Premises Related Expenditure	5,740	0	7,130	0	
Supplies and Services	1,460	0	2,000	0	
Playzone - Walton-on-the-Naze					
Income					
Fees & Charges	0	(20,880)	0	(21,920)	
Expenditure					
Premises Related Expenditure	6,540	0	6,830	0	
Supplies and Services	1,460	0	2,000	0	
Playzone - Cliff Park, Harwich					
Income					Please see the main body of the report for further details.
Fees & Charges	0	(13,440)	0	(14,260)	
Expenditure					
Premises Related Expenditure	5,780	0	7,130	0	
Supplies and Services	1,460	0	2,000	0	
Playzone - Crossways, Jaywick					
Income					
Fees & Charges	0	(10,560)	0	(11,290)	
Expenditure					
Premises Related Expenditure	5,740	0	7,130	0	
Supplies and Services	1,460	0	2,000	0	
Initial (in-principle) set aside to fund future year's investment back into the Service	28,440	0	25,250	0	
TOTAL Section 3 PLAYZONE REVENUE BUDGET ADJUSTMENTS*	**58,080**	**(58,080)**	**61,470**	**(61,470)**	

** the figures for 2026/27 are annulised amounts which will be adjusted accordingly to reflect the completion of the projects and their first use.*

UPDATED FINANCIAL FORECAST

APPENDIX 2A

Line		TWO / THREE YEAR PLAN Period			
		Budget	**Estimate**	Estimate	Estimate
		2026/27	**2027/28**	2028/29	2029/30
		£	**£**	£	£
	Underlying Funding Growth in the Budget				
1	Council Tax Increase - upto 3%	(0.319)	(0.336)	(0.346)	(0.357)
2	Growth in Business Rates - Inflation - ***NET OVERALL IMPACT FROM BUSINESS RATES RESET***	3.301	(0.176)	(0.139)	(0.142)
3	Growth in Council Tax - general property / tax base growth	(0.251)	(0.127)	(0.131)	(0.135)
4	Growth in Business Rates - general property / tax base growth	0.000	(0.005)	(0.010)	(0.014)
5	Collection Fund (Surplus) / Deficit b/fwd - Ctax	(0.434)	(0.150)	(0.150)	(0.150)
6	Collection Fund (Surplus) / Deficit b/fwd - BR	0.137	(0.200)	(0.200)	(0.200)
		2.434	**(0.994)**	(0.976)	**(0.997)**
	Net Cost of Services and Other Adjustments				
7	Change in RSG - ***NET OVERALL IMPACT INCLUDING OTHER FINANCIAL SETTLEMENT FUNDING***	(3.984)	(0.035)	0.001	0.000
8	Remove one-off items from prior year	(0.329)	(0.335)	0.000	0.000
9	Remove one-off items from prior year - Collection Fund Surplus	1.348	0.297	0.350	0.350
10	Revenue Contrib. to Capital Programme	0.000	0.000	0.000	0.000
11	Specific change in Use of Reserves	0.075	0.866	0.051	2.184
12	Changes to Savings Identified in Prior Years - E.g. On-going Impact	0.000	0.000	0.000	0.000
13	Savings Identified / Achieved *(Where not already included elsewhere in the forecast)*	0.000	0.000	0.000	0.000
14	Other Adjustments (Use of Corporate Investment Fund - Revenue)	0.000	0.000	0.000	0.000
14a	Other Adjustments (Revenue)	(1.029)	(0.311)	(0.051)	(0.650)
		(3.919)	**0.483**	**0.351**	**1.884**
	Cost Increases				
15	Inflation - Employee / Members Allowance Costs (including annual review adjustments)	0.729	0.850	0.750	0.650
16	Inflation - Other	0.399	0.790	0.500	0.508
17	Unavoidable / Other Cost Pressures (Revenue Funded)	1.948	0.000	0.000	0.000
		3.076	**1.640**	**1.250**	**1.158**
18	Add back Use of Forecast Risk Fund / Reserves in Prior Year*	**(0.572)**	**0.370**	**1.498**	**2.124**
19	**ANNUAL Structural Budget Deficit / (Surplus) Before Required 'Savings'**	**1.019**	**1.498**	**2.124**	**4.169**
20	On-going Savings Required / To Be Delivered	**(0.649)**	**0.000**	**0.000**	**0.000**
21	**ANNUAL Structural Budget Deficit / (Surplus) After Required 'Savings'**	**0.370**	**1.498**	**2.124**	**4.169**
22	Use of Forecast Risk Fund / Other Reserves to support the ANNUAL Structural Deficit (line 21)*	(0.370)	(1.498)	(2.124)	(4.169)

** Figure reported to Full Council in February 2026 was subsequently amended within the RSG and Other Adjustments Line to reflect the final outcome form the Local Government Finance Settlement*

Use of Forecast Risk Fund to Support the Net Budget Position Above

	Budget	**Estimate**	Estimate	Estimate
	2026/27	**2027/28**	2028/29	2029/30
	£	**£**	£	£
Outturn b/fwd from prior years	**(7.237)**	**(7.117)**	**(5.869)**	**(3.995)**
Applied in year as set out in the forecast above	0.370	1.498	2.124	4.169
Additional contributions generated / required in year	(0.250)	(0.250)	(0.250)	(0.250)
Balance to Carry Forward	**(7.117)**	**(5.869)**	**(3.995)**	**(0.076)**

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CABINET

13 NOVEMBER 2026

REPORT OF THE PORTFOLIO HOLDER FOR CORPORATE FINANCE AND GOVERNANCE

A.2 THE LOCAL COUNCIL TAX SUPPORT SCHEME, DISCRETIONARY COUNCIL TAX EXEMPTIONS / DISCOUNTS / PREMIUMS FOR 2027/28 AND ANNUAL MINIMUM REVENUE PROVISION POLICY STATEMENT 2027/28

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT
To enable Cabinet to consider and agree for recommending to Full Council where relevant, the following: • Proposed changes to the Local Council Tax Support Scheme 2027/28 • Exceptional Hardship Policy • Discretionary Council Tax Exemptions, Discounts and Premiums for 2027/28 • Annual MRP Policy Statement for 2027/28 • Housing Benefit War Pension Disregard Policy (Modified Scheme)

EXECUTIVE SUMMARY
• This report outlines proposed changes to the Local Council Tax Support (LCTS) scheme along with proposed council tax exemptions, discounts and premiums for 2027/28. • In terms of the LCTS scheme, although it is proposed to make changes to the scheme to provide additional financial support to those who may need it, the underlying principle of providing financial stability wherever possible to Tendring residents remains the same. Although a draft LCTS scheme will be considered by Cabinet at its December meeting that takes account of the proposed changes, the underlying elements of the scheme will be the same as this year, which provides for a maximum discount of 80% for working age claimants. • In terms of the changes mentioned above, it is proposed to allow the backdating of claims for financial support made under the LCTS scheme by working age claimants. Previously, the scheme only provided this flexibility to pension age claimants with a backdating period of 3 months provided. There have been a limited number of recent cases where such flexibility to provide similar support to working age households would have been advantageous where there was 'good cause' to do so, such as clear evidence of eligibility prior to the date that the application forms were submitted. • Due to this proposed change to the LCTS scheme, a short period of consultation is required. In line with legislation / regulations, it is a requirement to consult with the Major Preceptors first before drafting a scheme to include the proposed change. Therefore, a recommendation is included below that would enable this to be undertaken along with a request to present a draft LCTS scheme to Cabinet at its December meeting.

- The associated exceptional hardship policy has also been subject to annual review and it is proposed to only make one change compared to last year that provides for the opportunity to consider cases relating to council tax premiums on second homes and empty properties.

- In respect of existing discretionary council tax discounts, exemptions and premiums (including discounts for young people leaving care), it is not proposed to make any changes for 2027/28, with the same levels applying as in 2026/27.

- In respect of existing council tax premiums on long term empty properties, it is not proposed to make any changes for 2027/28, with the same levels applying as in 2026/27.

- In respect of the existing council tax premium of 100% on properties used as a second home, it is not proposed to make any changes for 2027/28, with the same levels applying as in 2026/27.

- As part of the extension to council tax premiums on long term empty properties and the introduction of council tax premiums on second homes last year, the Government stated that their intention was not to penalise property owners where they are making genuine efforts to make use of their properties. The Government therefore introduced mandatory exceptions where the council tax premium on long term empty properties and/or second homes is not chargeable and these remain in place for 2027/28, with no locally determined extensions to these mandatory exceptions proposed.

- The Annual Minimum Revenue Provision Policy Statement has also been reviewed for 2027/28, and no changes are proposed to the existing approach adopted from 2026/27.

- Given the proposed recommendation to change the LCTS scheme in 2027/28, it will be presented to the Resources and Services Overview and Scrutiny Committee for consideration as part of the required consultation process before recommendations are made to Full Council in January 2027.

- A timely opportunity has also been taken to 'refresh' a local modified housing benefit scheme relating to the disregard of income relating to war widows / widowers. The scheme is set out within **Appendix G** which reflects the continuation of the historic approach with no impact on existing or future applicants.

RECOMMENDATION(S)

It is recommended:

a) that Cabinet agrees that the underlying LCTS scheme for 2027/28 remains the same as the current year, as set out as Appendix A, along with approving the following proposed change to the scheme for consultation with the Major Preceptors:

(i) that the LCTS scheme be amended to enable the backdating of claims made by working age claimants by up to a maximum of 3 months.

b) that, subject to a) above, including consultation with the Major Preceptors, Officers be requested to present a draft LCTS Scheme for 2027/28 to the next formal meeting of Cabinet on 11 December 2026;

c) that Cabinet agrees the Council Tax Exceptional Hardship Policy, as set out in Appendix B;

d) that Cabinet agrees the Housing Benefit War Pension Disregard Policy (Modified Scheme), as set out in Appendix G, in the determination of Housing Benefit until such time as the scheme is required to be amended or revoked.

e) that Cabinet agrees the discretionary Council Tax exemptions, discounts and premiums for 2027/28 as set out in the appendices and recommends to full Council:

- **i) that the locally determined council tax discounts, as set out in Appendix C be approved;**
- **ii) that the council tax discount policy for young people leaving care, as set out in Appendix D be approved;**
- **iii) that the discretionary council tax premiums, as set out in Appendix E be approved;**
- **iv) that, subject to (e)(i) to (iii) above, the Corporate Director (Finance and IT) be authorised, in consultation with the Corporate Finance and Governance Portfolio Holder, to undertake the necessary steps to implement the council tax exemptions, discounts and premiums from 1 April 2027; and**

f) that Cabinet further recommends to Council that the Annual Minimum Revenue Provision (MRP) Policy Statement for 2027/28, as set out in Appendix F be approved.

REASON(S) FOR THE RECOMMENDATION(S)

To enable the implementation of an LCTS Scheme in 2027/28 along with the required council tax discounts, exemptions and premiums, an MRP Policy Statement and a Housing Benefit War Pension Disregard Policy (Modified Scheme).

ALTERNATIVE OPTIONS CONSIDERED

Considerations relating to the implementation of the various elements included within the recommendations above are set out within the main body of this report.

PART 2 – IMPLICATIONS OF THE DECISION

<table>
<tr><td colspan="4">DELIVERING PRIORITIES</td></tr>
<tr><td colspan="4">In developing a local scheme, the Council must be mindful of their duties to vulnerable groups, and Council Tax payers set against the Council's overall financial position.</td></tr>
<tr><td colspan="4">OUTCOME OF CONSULTATION AND ENGAGEMENT</td></tr>
<tr><td colspan="4">Due to a proposed change to the LCTS scheme for 2027/28, the required consultation activities will take place over November to January, with the outcomes reported back as part of future planned reports.</td></tr>
<tr><td colspan="4">LEGAL REQUIREMENTS (including legislation & constitutional powers)</td></tr>
<tr><td rowspan="2">Is the recommendation a Key Decision (see the criteria stated here)</td><td rowspan="2">Yes</td><td>If Yes, indicate by which criteria it is a Key Decision</td><td>☐ Significant effect on two or more wards
X Involves £100,000 expenditure/income
☐ Is otherwise significant for the service budget</td></tr>
<tr><td>And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)</td><td>This item has been included within the Forward Plan for a period in excess of 28 days.</td></tr>
<tr><td colspan="4">The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 (as amended) and The Council Tax Reduction Schemes (Detection of Fraud and Enforcement) (England) Regulations 2013 provide the basis for the design and implementation of Local Council Tax Support Schemes.

In respect of the Council Tax Exceptional Hardship Policy, S13a of the Local Government Finance Act 1992 allows Councils to reduce the amount of Council Tax payable. The same legislation would also enable the Council to provide a council tax discount for young people leaving care.

The Local Government Finance Act 1992. Schedule 1A of the 1992 Act states that if an LCTS is revised or replaced, full consultation is required. Although it is proposed to make only a relatively minor amendment to the scheme as discussed elsewhere, a period of consultation is proposed, with the regulations setting out the requirements as follow:

Para 5(3) - Paragraph 3 applies to an authority when revising a scheme as it applies to an authority when making a scheme. (see below for full para 3 wording)

Para 3:
(1)Before making a scheme, the authority must (in the following order)—

(a)consult any major precepting authority which has power to issue a precept to it,</td></tr>
</table>

(b)publish a draft scheme in such manner as it thinks fit, and

(c)consult such other persons as it considers are likely to have an interest in the operation of the scheme.

(2)The fact that this paragraph was not in force when any step described in sub-paragraph (1) was taken is to be disregarded in determining whether there has been compliance with that sub-paragraph.

(3)Having made a scheme, the authority must publish it in such manner as the authority thinks fit.

(4)The Secretary of State may make regulations about the procedure for preparing a scheme.

(5)Regulations under sub-paragraph (4) may in particular—
(a)require the authority to produce documents of a particular description in connection with the preparation of a scheme;
(b)include requirements as to the form and content of documents produced in connection with the preparation of a scheme;
(c)include requirements (in addition to sub-paragraphs (1)(b) and (3)) about the manner in which such documents must be published;
(d)require the authority to make copies of such documents available for inspection by members of the public, or to supply copies of such documents to them;
(e)include provision about the making of reasonable charges for the supply of copies of such documents to members of the public.

The recommendations set out earlier in this report allow for the activities to be undertaken in line with the above.

The Local Government Finance Act 1992 (as amended) sets out relevant council tax exemptions and discounts (mandatory and discretionary). The Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 (as amended) sets out the various classes of properties for the purpose of exemptions and discounts. Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 amended the Local Government Finance Act 1992 in respect of the Council Tax premiums that can be charged on long term empty properties (unoccupied for at least 1 year). The Local Government Finance Act 1992 was further amended by the Levelling Up and Regeneration Act 2023, which also makes provision for Council Tax premiums that can be charged on properties occupied periodically ('second homes'). A summary of the premiums chargeable are as follows:

Long Term Empty Properties:

- For properties unoccupied and unfurnished for 1 year but less than 5 years – a maximum council tax premium of 100%.

- For properties unoccupied and unfurnished for 5 years but less than 10 years – a maximum council tax premium of 200%.

- For properties unoccupied and unfurnished for over 10 years – a maximum council tax premium of 300%.

Properties Occupied Periodically:

- A maximum council tax premium of 100%.

For the purposes of defining a long-term empty dwelling, on any day for a continuous period of at least 1 year if it has been unoccupied and has been substantially unfurnished.

The Government may by regulation prescribe one or more classes of dwelling in relation to which a billing authority may not charge a premium. As part of their earlier decision-making processes, the Government stated that if such exceptions were delivered through non-statutory guidance, this may lead to inconsistency across England in the application of the premiums. Billing authorities would therefore be able to depart from guidance. Billing authorities have discretionary powers under section 13A of the 1992 Act to reduce council tax liability, however as these powers are discretionary, billing authorities may use them differently in different areas. For example, a certain class of dwelling in one area might be excluded from the premium in one area but treated differently in another area. Whilst billing authorities retain discretion over how they treat dwellings for premiums and discounts, the Government considered (following consultation) that certain statutory exceptions should apply across England. Separately, prescribing exceptions to the premium does not prevent local authorities from using their discretionary powers to reduce the additional council tax liability resulting from a premium. E.g., councils may have applied discretionary reductions in council tax liability which are more generous than the prescribed exceptions. Whilst this could result in local authorities taking different decisions, the legislative approach ensures that the baseline exceptions in the prescribed classes will be applied across England.

Based on the above, the following mandatory exceptions are reflected in The Council Tax (Prescribed Classes of Dwellings and Consequential Amendments) (England) Regulations 2024, which cover both long-term empty properties and second homes as appropriate:

- In respect of the second homes premium – Class E and F *(dwellings that would otherwise be the sole or main residence of a member of the armed services, who is provided with a dwelling as a result of such service and a dwelling that forms part of a single property that is being treated by a resident of that property as part of the main dwelling)*

- The following exception classes that relate to both the long-term empty homes and second homes premium:

    a. Dwellings that are being marketed for sale, unless it has been such a dwelling for a period of one year or more. (Dwelling Class G)
    b. Dwellings that are being marketed for rent, unless it has been such a dwelling for a period of one year or more (Dwelling Class H)
    c. dwellings which have fallen in Class F of the Exempt Dwellings Order and have undergone probate (for a period of up to 12 months after the grant of probate). (Dwelling Class I)

- The following exception classes that relate to just the second homes premium:

    a. Dwellings that are periodically occupied in certain job-related circumstances (Dwelling Class J)

b. Pitch occupied by a caravan, or a mooring occupied by a boat (Dwelling Class K)
c. Dwellings where a planning condition prevents permanent occupancy (Dwelling Class L)

- The following exception classes that relate to just the long-term empty homes premium:

  a. Vacant dwellings that require or are undergoing major repair work to make them habitable or are undergoing structural alterations (12 months limit). (Dwelling Class M)

The above are made under Section 11B and 11D of the 1992 Act which enables the Secretary of State to prescribe classes of dwellings to which the premiums would not apply. These exceptions are separate from the existing council tax exemptions under which certain dwellings are entirely exempt from council tax. The regulations took effect from November 2024, and the exceptions apply to premiums charged by billing authorities from 1 April 2025.

Consequential amendments to the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 have also been made to ensure that the second homes premium is taken into account in the administration of council tax and calculations made by local authorities in setting their local council tax.

The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 (as amended) set out the requirements of a Minimum Revenue Provision (MRP) Policy Statement which must be approved by Council each year. In calculating a prudent MRP provision, local authorities are required to have regard to guidance issued by the Secretary of State. Revised guidance was issued under section 21(1A) of the Local Government Act 2003 in April 2024, which is applicable from 1 April 2025. The proposed MRP policy statement continues to reflect this latest guidance.

Local authorities may choose to pay more MRP than they consider prudent in any given year. If they do so they should separately disclose the in-year and cumulative amount of MRP overpaid in the statement presented to full council. There are no plans to do so in 2027/28 which is confirmed within the attached statement.

Local authorities can also vary the methodologies that they use to make prudent provision during the year. If they do so they should present a revised MRP statement to the next full Council or equivalent. Where a change in MRP methodology would impact on the value for money assessment of non-financial investments, the updated statement should summarise this impact

In respect of locally modified schemes for the purposes of the administration of housing benefit, the statutory and regulatory context is set out within **Appendix G**.

Yes	**The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:**

There are no further comments over and above those set out elsewhere in this report.

FINANCE AND OTHER RESOURCE IMPLICATIONS

LCTS scheme for 2027/28

As at the beginning of October 2026, the total estimated annual 'cost' of the LCTS scheme in 2026/27 is **£13.056m,** which is broadly in-line with the 'base' position budgeted for the year. Approximately 10% of this amount (**£1.306m**) falls to TDC with the remainder being met by the major preceptors. It is also worth highlighting that for every 5% decrease / increase in the discount the Council would gain / lose approximately **£50,000** to **£100,000** per year.

As the LCTS scheme is accounted for as a discount against the full council tax amount that would otherwise be payable on a domestic property, the estimated cost of the scheme forms part of the council tax property base calculations that are undertaken when developing the following year's budget. This will therefore be considered as part of the budget setting work currently underway for 2027/28, but it is important to highlight that it is proposed to continue with the underlying principle of not planning to reduce the discount rate as part of balancing the forecast, as the scheme remains an important mechanism to provide financial support to Tendring residents.

As set out elsewhere in this report, it is proposed to make a change to the scheme that enables the flexibility to backdate financial support to working age claimants by up to 3 months. The 'cost' cannot be readily quantified given the inherent uncertainty about the number of households that would be affected. However, it can be reasonably argued that given their underlying eligibility for support would have to be demonstrated as part of enabling a backdated position or otherwise to be agreed, it would in practice form part of the overall and wider 'cost' of the scheme.

With the above in mind, there is no expected impact on the council tax setting process for 2027/28, which can continue under the usual timetable, that would see the Major Preceptors notified of the relevant tax base in early December 2026 along with its inclusion within the Council's own upcoming budget related reports for 2027/28 as necessary.

Council Tax Hardship Scheme

The cost of the exceptional hardship scheme is met by contributions from TDC and the major preceptors based on their respective proportion of the overall council tax bill. Therefore, TDC is required to meet approximately 10% of the cost of any award up to an annual aggregate total, which for 2026/27 is **£52,991.** For any awards over and above this annual amount, 100% of the cost is met by TDC.

The total current hardship budget in 2026/27 is **£453,540,** which consists of the underlying budget highlighted above, in addition to available grant funding from the Government. Support to households will therefore continue to be made available via the hardship scheme and associated application process.

As only relatively minor changes are proposed to the Hardship Policy in 2027/28 as discussed later on in this report, no material additional underlying costs over and above those included within existing budgets or forecast are expected.

The Council Tax Collection fund continues to operate whereby any changes against the budget during the year will be 'rolled' forward and included in the following year's budget setting process.

Council tax exemptions, discounts and premiums for 2027/28
Similarly to the position for the LCTS Scheme above, as no changes are proposed to existing council tax discounts for 2027/28, including the policy for young people leaving care, no adjustments to the budget / forecast are expected.

In respect of the support to young people leaving care, the cost of the scheme remains relatively minimal, which is highlighted by the position at the end of September 2026 where the total cost was **£824.** The cost is currently lower than previous years but there is an expectation that this will increase within the remaining months of the current year to align more closely with previous years cost, therefore this scheme can continue to be accommodated within the wider calculation of the council tax base, each year.

Long Term Empty Property Premium
As highlighted in previous years, logically charging a 'premium' on long term empty properties would result in additional income being achieved. However, the intention of charging a 'premium' is to bring empty properties back into use following which the 'premium' would no longer be levied, the ultimate success of such an approach would therefore mean that no additional income would be realised. It is accepted that some homeowners choose not to bring their properties back into use even when a 'premium' is charged, but it is difficult to quantify this figure. It is therefore recognised that some property owners will accept paying the premium rather than taking an alternative option and additional income is therefore likely to be receivable. This will form part of the more detailed council tax setting and collection fund activities that are undertaken during the year.

However, a summary as at the end of September 2026 is as follows:

Empty Period 'Banding'	**Premium Due**	**Number of Properties Affected at the end of September last year**	**Number of Properties Affected at the end of September this year**
1 to 5 Years	100%	479	579
5 to 10 Years	200%	51	51
Over 10 Years	300%	14	14
		544	**644**

Although the comparison to last year will reflect properties moving between 'bandings', the totals show an overall increase. The increase primarily relates to the 1 to 5 years band, which is likely to reflect those properties that are newly attracting a premium as they have been empty for more than one year. It is therefore reasonable to assume that there continues to be a potential 'time-lag' / 'churn' relating to when properties may be brought back into use following the property owners deciding to review their situation and responding accordingly once a premium becomes chargeable. The figures also undoubtedly reflect property owners that accept paying a council tax premium rather than bringing their property back into use. The Council has no local discretion on the 'bandings' applied and is already charging the maximum percentages permitted.

The premium will also be chargeable to relevant properties within the HRA. Work remains on-going to manage the level of long-term housing voids and any impact to the HRA from council

tax premiums, which will continue to be considered as part of the wider HRA Business Planning Process.

Second Homes Premium
Similarly to long term empty property premiums, the decision to introduce a premium on second homes is aimed at incentivising alternative use of properties, so no additional income may be realised. However, it is acknowledged that some property owners will accept paying the premium rather than taking an alternative option and additional income is therefore likely to be receivable. This will form part of the more detailed council tax setting and collection fund activities that are undertaken during the year.

There has been a steady decline month by month since 1 April 2025 in the number of properties which are classed as a 'second home' indicating that there has been a shift in behaviour, which has resulted in more properties being brought back into use for occupation as someone's sole or main residence and therefore supports this Council's decision to adopt the Government's amendment to the Regulations allowing Local Authorities discretion to apply the premium. Although the decline in the current year has been less significant, there has nonetheless been a further reduction, which continues to support the intention behind the Council's decision. Based on the current position the number of properties where a second home council tax premium is chargeable is 855, a reduction of 192 since 1 April 2025.

However, a summary as at the end of September 2026 is as follows:

Empty Period 'Banding'	**Premium Due**	**Number of Properties Affected at the end of September last year**	**Number of Properties Affected at the end of September this year**
Immediate, when property meets definition	100%	909	855

Council Tax Collection and Enforcement – Government Changes 2027/28
The Government's proposed reforms to Council Tax collection and enforcement, due to take effect from April 2027, are intended to provide households with greater opportunity to recover missed payments before recovery action can commence. By extending the period before a taxpayer loses the right to pay by instalments from the current arrangements to at least 63 days after the first missed payment, councils will be required to wait longer before progressing cases into recovery.

In addition, the cap on liability order costs and the requirement to provide taxpayers with a further 21 days following a final notice before instalment rights are withdrawn may result in a slower transition of accounts into formal recovery. This is likely to increase the value of arrears outstanding at any one time and defer income that councils would otherwise have collected earlier in the financial year. Even short delays in collection can have a significant impact on cashflow management along with the timing of resources available to support service delivery.

The Government's changes also include a move towards 12-month billing. While spreading payments across a longer period may improve affordability for some taxpayers, it will reduce the level of income collected during the early months of the financial year compared with the

traditional 10-month instalment cycle. Councils may therefore experience a flatter collection profile, with a proportion of income being received later in the year.

Although the Government's intentions of supporting taxpayers will hopefully have a positive impact on collection performance generally, the above changes will undoubtedly have an impact on the timing of recovery activities along with associated cash flow implications. How significant any impact may be is difficult to determine at this stage, but it will be monitored and managed via existing financial performance reports and treasury and financial management arrangements as necessary.

Minimum Revenue Provision Policy Statement (MRP)
In respect of the annual MRP policy statement, this sets out how the Council will make provision for the repayment of debt taken out to finance capital investment. For the General Fund, the MRP is a direct charge on the revenue budget. At present no MRP over and above the amount of principal being repaid is calculated for Housing Revenue Account capital investment, although future provision will be considered within the wider business planning process.

There are no changes to the Council's approach to calculating MRP and therefore, apart from any underlying change to the MRP calculation due to a change in the Capital Financing Requirement, there is no significant financial impact in 2027/28. The Council's current estimated General Fund Capital Financing Requirement as set out within the Annual Capital and Treasury Strategy that was presented to Full Council in March is summarised as follows:

2025/26	2026/27	2027/28
£4.528m	£4.381m	£4.217m

The estimated General Fund MRP charge in 2026/27 based on the most up to date Capital Financing Requirement is **£0.250m.**

Yes	**The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:**

The S151 Officer is the author of this report.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	This is addressed in the body of the report.
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks.	
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	

MILESTONES AND DELIVERY

The decisions set out in this report are required to be made in advance of the Final Budget Proposals being considered by Cabinet / Full Council in early 2027. This enables the associated calculations that support the council tax base and budget to be completed, which also need to be communicated to the Preceptors in a timely way so they can be reflected in their own budget setting processes.

ASSOCIATED RISKS AND MITIGATION

The LCTS Scheme affects low income working age families, and therefore a key risk is their ability to pay if the level of support awarded reduced which would have a knock on impact on the overall collection rate.

The annual review process therefore seeks to balance such issues along with the Council's overall financial position and as highlighted elsewhere within this report, it is not proposed to make any underlying amendments to the LCTS scheme in 2027/28, albeit a change is proposed to allow the backdating of claims from for working age claimants that aims to provide additional financial support to them where applicable.

EQUALITY IMPLICATIONS

These form part of the wider considerations and discussions elsewhere within this report.

However, the LCTS scheme set out elsewhere within this report will not disproportionately impact on the following groups in that the relevant income will continue to be disregarded in calculating entitlement to support:-

- Families in receipt of child benefit; The Child Poverty Act 2010
- Disabled in receipt of Disability Living Allowance (DLA) / Employment and Support Allowance (ESA)/Personal Independence Payment (PIP); The Equality Act 2010
- War widows/disabled. The Armed Forces Covenant 2011

The application of discounts and premiums are relevant to all properties across the District and it is considered that there are no equality and diversity implications specific to this issue.

It is also important to highlight that the Government have acknowledged that there may be circumstances where it may not be appropriate to charge a council tax premium and a number of exceptions that they introduced in 2025/26 remain in place for 2027/28.

The Council's website includes links to information and how to claim for financial support etc.

SOCIAL VALUE CONSIDERATIONS

These form part of the considerations and discussions elsewhere within this report as necessary.

IMPLICATIONS RELATED TO DEVOLUTION AND / OR LOCAL GOVERNMENT REORGANISATION

On 29 October 2026, a ministerial statement was made about the LGR review confirming the Government have concluded that the LGR policy, including the decision criteria, is robust. Ministers will then confirm final decisions late in 2026 or very early 2027 for the county areas where previous decisions have been withdrawn. They may make decisions for some of these areas before others. All areas will have an opportunity to make representations following those

minded to decisions and prior to legislation being laid. The implementation timetable will be the same for all 20 areas: shadow elections in May 2028 and vesting day on 1 April 2029.

These proposals are not impacted by MHCLG's latest announcement, as it forms part of the Council's standard approach to related obligations and responsibilities.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2050

There are no direct implications associated with this report.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	There are no direct implications associated with this report.
Health Inequalities	
Area or Ward affected	

PART 3 – SUPPORTING INFORMATION

PROPOSED LCTS AND COUNCIL TAX HARDSHIP SCHEMES 2027/28

There are two parts to the LCTS scheme;

- one for pension age claimants where up to 100% support is provided
- one for working age claimants where up to 80% support is provided

The Pension Age Scheme is set in accordance with rules laid down by the Government whereas the Working Age Scheme rules are decided locally by each local authority (billing authority).

Authorities must adopt a scheme on an annual basis, which must be agreed by 11 March each year for the subsequent year's scheme.

LCTS is treated as a discount within the council tax calculations, which means that the Council's taxbase is reduced (as will the taxbase for County, Fire and Police and Parishes).

The LCTS is therefore an annual 'cost' met within the Council's overall financial position / budget each year. Any increase in the discount would therefore be treated as a cost pressure and conversely, any reduction in the level of discount would reduce the Council's net costs. However, the level of discount given is not primarily a financial decision as one of the primary drivers is the level of financial support that the scheme provides to households across the district, which in turn needs to be considered in the wider demographic / economic position for the area.

The Council recognises the on-going impact on residents from welfare reforms and cost of living challenges, so it is proposed to maintain the maximum discount at 80% for working age claimants. It is however proposed to make a change to the scheme from 2027/28 that would enable the flexibility to provide additional financial support to working age claimants where their eligibility was reasonably able to be demonstrated from a date earlier than the

date that they submitted their claim. With this in mind, it is proposed to allow financial support awarded under the scheme to be backdated by a maximum of 3 months. This aligns the scheme with the position already in place for pension age claimants. Apart from this, only a small number of changes are included as part of timely updates to the policy with no impact on the application of the policy itself.

As highlighted earlier, due to the proposed change to the scheme, a period of consultation is required, firstly with the major preceptors and then with other stakeholders.

Once consultation with the Major preceptors has been undertaken, a draft LCTS Scheme for 2027/28 will be presented to Cabinet on 11 December, where approval to undertake the wider required consultation on the Draft Scheme (including with the Resources and Services Overview and Scrutiny Committee) will be sought.

Once the above activities have been undertaken, it is planned to present Cabinet's final scheme proposals to Full Council in January 2027. For completeness / reference, the existing LCTS scheme is included as **Appendix A**

As highlighted in previous years, the potential exploration of alternative options in terms of the underlying design of the scheme remains under on-going review, with one such option based on a 'banding' approach. Some local authorities have adopted such an approach, which will inherently create 'winners' and 'losers' in terms of the financial support awarded. The Council's current scheme continues to be based on a means tested approach, which although likely to be more administratively burdensome and potentially duplicate effort for prospective claimants who may have to provide the same information to the DWP if claiming other financial support, it is felt that it continues to provide the basis for a potentially fairer system. Although the exploration of potential alternative approaches will remain on-going, the current means tested approach is proposed to continue for 2027/28.

For information, statistics relating to the LCTS scheme in 2026/27 are set out below:

As at the end of September 2026:

There are currently 11,331 households receiving LCTS.

The total working age households receiving support is 5739.

The total pensioner households receiving support is 5592.

Council Tax Hardship Scheme
The Council has operated a council tax exceptional hardship policy since the inception of the LCTS scheme.

As highlighted during previous reviews of the policy, as with any exceptional hardship scheme, it is difficult to define exceptional hardship or descriptive criteria that will apply, as there may be a number of variables to consider when an application is made. However, the policy continues to set out broad guidelines, which promotes transparency and openness in the Council's decision-making processes. The policy also has a focus on 'reasonable' expenditure and affordability for the claimant and is based on evidence that they are also being proactive themselves in managing the situation. This mirrors the same approach that continues to be applied to discretionary housing payments where in consultation with the

Department for Work and Pensions, support is focused on those claimants who are seeking employment for example.

The policy continues to highlight that a senior officer will review all decisions to demonstrate fairness and consistency to the application process.

Following feedback on the application of council tax premiums on second homes and empty properties, discussed later on in this report, the scheme has been amended to enable the ability to consider potential support in such cases. However, it is important to highlight that the circumstances of each case will need to be considered and a high threshold would inherently apply to such cases based on the criteria set out within the attached scheme.

The scheme for 2027/28 is attached as Appendix B, which remains broadly unchanged apart from the one amendment discussed above relating to second homes and empty properties.

PROPOSED COUNCIL TAX DISCOUNTS, EXEMPTIONS AND PREMIUMS 2027/28

Discounts and Exemptions

There are a number of mandatory exemptions and discounts available, with only a limited number of classes of dwelling where there is local discretion - these relate to 4 classes of unoccupied dwelling and for 2027/28 it is proposed to keep the level of discount at the same level as 2026/27 as set out in **Appendix C.**

As was the case last year, by leaving the current level of discounts / exemptions unchanged it supports the stability of the council tax base, which is one of the Council's core income streams within the forecast.

Council tax income raised following the impact of the locally determined discounts also has the additional benefit of increasing the contribution receivable from the major preceptors, as part of council tax sharing arrangements, which is based on total council tax income collectable.

Feedback from customers and other stakeholders has highlighted the potential for council tax reductions for households affected by terminal illness. Some councils have introduced specific locally determined discounts, with eligibility and supporting evidence requirements varying between authorities. At present, it is proposed to consider requests for support through the Council's existing Local Council Tax Support and Hardship schemes discussed earlier, taking account of each household's individual circumstances, including the financial impact of illness, rather than introducing a separate local discount.

A council tax policy was introduced in 2022/23 to support young people leaving care. It is proposed to continue with an unchanged policy going into 2027/28, which is set out in **Appendix D**.

Premium on Long Term Empty Properties

As a key driver to bring empty properties back into use, the Government allows Local Authorities to levy a council tax 'premium' on long term empty properties, which is currently applied across 3 'bands' based on the length of time the property has been unoccupied for. The Government sets a maximum 'premium' that can be charged against each of the 3

'bands', with the highest amount being 300% for a property that has been empty for over 10 years.

The existing chargeable premiums are set out in **Appendix E,** and it is proposed that these remain unchanged for 2027/28.

Premium on Second Homes (Properties Occupied Periodically)
A council tax premium of 100% on second homes was introduced by the Council from 1 April 2025.

As part of the Government's introduction of the associated legislation that allows Councils to levy such a premium, they recognised the impact that second homes can have on communities, particularly where a significant proportion of properties are not occupied all year round. Large numbers of such properties can contribute to housing supply pressures and risk the sustainability of local services e.g. large concentrations of second homes reduce the size of the permanent population, which can lead to unfavourable impacts on the local economy / local services.

In terms of second homes (and long-term empty properties) the Government introduced the necessary regulations that recognised that the premiums were not intended to penalise owners who were making a genuine effort to make use of the properties, with a number of mandatory exceptions introduced.

Following the introduction of the second homes premium in 2025/26 there has only been a limited level of feedback regarding its introduction, with the main issues raised last year being:

- that they stay at their properties for significant parts of the year and therefore contribute to the local area and that the introduction of a second home premium is not justified on this basis.
- that due to the current unstable market, properties were more difficult to sell within the 12-month exception to achieve their market value.
- properties with restrictions such as those available to 'over 60's' have a smaller market audience to sell to.
- Properties whose 12-month uninhabitable exemption had expired but remained unfit for occupation due to circumstances beyond the owner's control.

Although further feedback from customers received since last year largely reflects the same issues above, customers have described difficulties and delays with insurance claims that have had an impact on the time that properties are empty / uninhabitable.

Although the above points are appreciated, the Government's introduction of mandatory exceptions were designed to provide a level of reasonable support that broadly addresses the points raised. At present, it is proposed to consider requests for support through the Council's existing Council Tax Hardship scheme discussed earlier, rather than extend these exceptions at a local level.

It is also important to highlight the Council's policy background behind the introduction of a second homes premium from 1 April 2025. Amongst a number of existing strategies / policies, the Council's Housing Strategy and Economic Strategy are key documents with some key elements supporting the approach taken as follows:

- The identification of housing need and demand within the district.
- Strategic priorities including delivering the type and quality of housing the District needs, which meets the aspirations of residents and promotes economic growth in the District.
- Making the best use of and improving existing housing within the District.
- Recognising the link between population and economic growth in Tendring.
- Increases in population and housing support a stronger labour market and increased local spending.
- Revenue raising not being the rationale behind its introduction.
- The required governance arrangements being satisfactorily completed.

As highlighted earlier, there has been a significant reduction in the number of second homes in the District following the introduction of the second homes premium from 1 April 2025, which therefore supports and makes a valuable and on-going contribution to the above priorities and aspirations.

The existing chargeable premium is set out in **Appendix E,** and it is proposed it remains unchanged for 2027/28.

Other Considerations
As highlighted in previous years, the Council does from time to time receive other general feedback from residents or other third parties in terms of council tax discounts and premiums.

Apart from the feedback highlighted above, no other relevant / significant issues have been received.

Local Modified Scheme (Housing Benefit)
To date the Council has applied an income disregard relating to war widows/widowers in the assessment of both housing benefit and council tax reductions. (In terms of the latter, the continuation of this disregard is set out within the LCTS Scheme for 2027/28 within Appendix A.)

In terms of housing benefit, to date this has been adopted as a local 'modification' as described within Appendix G, and it is considered to be a timely opportunity to 'refresh' the associated scheme that would be applicable from April this year. The 'refreshed' scheme reflects the approach adopted to date with no overall financial impact on the budget or the assessment of housing benefit.

It is not proposed to seek agreement to this scheme on an annual basis, with the recommendations above therefore seeking the agreement to the 'refreshed' scheme, which will remain in place until amended or revoked etc.

Annual Minimum Revenue Provision Policy Statement (AMRP)

Attached as **Appendix F** is the proposed Annual MRP policy statement for 2027/28 that sets out how assets funded by borrowing are accounted for, which is required to be approved by Full Council each year.

The policy sets out how the Council will make provision for the eventual repayment of any borrowing undertaken to finance capital expenditure. There are no changes proposed for 2027/28 so the policy therefore remains the same as the one currently in place in 2026/27.

The timing of approval of the MRP is to enable it to be taken into account when setting the budget for 2027/28 over the coming months.

PREVIOUS RELEVANT DECISIONS
The Local Council Tax Support Scheme, Discretionary Council Tax Exemptions / Discounts / Premiums for 2026/27 and Annual Minimum Revenue Provision Policy Statement 2026/27 Report – Item A.1 Full Council 25 November 2025.
BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL
None

APPENDICES
Appendix A Existing Local Council Tax Support Scheme *(including just 'refresh' changes so excluding proposed changes due to the required consultation period before a draft scheme can be developed / presented back to Cabinet*)
Appendix B Council Tax Exceptional Hardship Policy
Appendix C Council Tax Discounts and Exemptions 2027/28
Appendix D Care Leavers Council Tax Discount Policy
Appendix E Council Tax Premiums 2027/28
Appendix F Annual Minimum Revenue Provision Policy Statement 2027/28
Appendix G Housing Benefit War Pension Disregard Policy (Modified Scheme)

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Tendring District Council

Local Council Tax Support Scheme (LCTS) 2027/28

A summary of the scheme for Working Age persons and the Government Scheme for Pension Age claimants

(Subject to proposed changes and associated consultation processes – therefore for reference only at this stage)

Tendring District Council

Local Council Tax Support (**LCTS**)

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Introduction

As part of the major changes to the Welfare Benefits system, from 1st April 2013 Council Tax Benefit ended and was replaced by a new scheme called Localised Support for Council Tax or Local Council Tax Support (LCTS). Both systems are means tested which means that they compare your income and capital against an assessment of your needs.

The new scheme is decided by each Council rather than nationally by Central Government. The monies available to each Council have been reduced and if you are of working age the amount of help you receive will be less than under the previous national scheme (Council Tax Benefit).

Central Government has decided to protect pensioners (persons who are of an age where they can claim pension credit) therefore if you are a pensioner, then the amount of help you receive under the new LCTS scheme will be broadly the same and operate in a similar way to the previous Council Tax Benefit system

To assist certain vulnerable groups, the Council has also decided that there will be additional protection given. More details are given later within this document.

The rules of the LCTS scheme divide the persons who can claim support into various classes. The classes or groups are set by Central Government for pensioners and the classes or groups for working age applicants are set by the Council.

The LCTS scheme for working age persons

The Council has decided that there will be two classes and the Council will decide which class each applicant is in. The class will determine the level of LCTS that can be provided:

Any reference to "income" in the working age scheme refers to household income (i.e. including Non-Dependants income)

Class A

To obtain support the individual must:

a. have not attained the qualifying age for state pension credit; or
b. has attained the qualifying age for state pension credit if he, and his partner, is a person on income support, on an income-based jobseeker's allowance on Maximum Universal Credit or income-related employment and support allowance.
c. be liable to pay council tax in respect of a dwelling in which he is solely or mainly resident;
d. not have capital savings above the capital limit set by the Council
e. be a person who's *income* is **less** than their living allowances (*applicable amount) or* the claimant or partner is in receipt of Income Support, Jobseekers allowance (income based), Maximum Universal Credit or Employment and Support Allowance (income related); and
f. have made a valid claim for support.

Class B

To obtain support the individual must:

a. have not attained the qualifying age for state pension credit; or
b. has attained the qualifying age for state pension credit if he, and his partner, is a person on income support, on an income-based jobseeker's allowance Maximum Universal Credit or on an income-related employment and support allowance.
c. be liable to pay Council Tax in respect of a dwelling in which they are solely or mainly resident
d. be somebody in respect of whom a maximum LCTS amount can be calculated

e. not have capital savings above the capital limit set by the Council
f. be a person who's *income* is **more** than their living allowances (*applicable amount)*
g. have made a valid claim for support

What LCTS will be payable to working age person?

If a person matches the criteria in Class A, including that their *income* is less than their *applicable amounts,* that person qualifies for a reduction on their council tax liability. The Council has decided that for 2027/28, the maximum council tax liability used in the calculation of LCTS, will be a Council agreed percentage of council tax the person is liable to pay.

If a person matches the criteria in Class B, it will mean the person's *income* is greater than their *applicable amount*. Twenty per cent of the difference between the two will be subtracted from the maximum council tax liability allowed. The Council has decided that for 2027/28, the maximum council tax liability used in the calculation of LCTS, will be a Council agreed percentage of council tax the person is liable to pay.

Protection for certain working age persons

Relevant income disregards in the calculation of Local Council Tax Support will be applied to the following groups:-

- Families in receipt of child benefit;
- Disabled in receipt of Disability Living Allowance (DLA) / Employment and Support Allowance (ESA)/Personal Independence Payment.
- War widows.

The LCTS scheme for Pensioners (persons who have reached the age at which pension credit can be claimed)

The Government has created three classes and the Council will decide which class each applicant is in. The class will determine the level of LCTS that can be provided:

Class A

To obtain support the person must:
a. have attained the qualifying age for state pension credit;
b. not be somebody with a partner of working age in receipt of income support, income-based jobseeker's allowance, on Maximum Universal Credit or income-based employment and support allowance;
c. be liable to pay council tax in respect of a dwelling in which they are resident;
d. not have capital savings above £16,000;
e. must have their assessed income less than or equal to the set living allowances (applicable amounts) set by Central Government; and
f. have made a valid application for the support

The class also includes persons who have successfully claimed Pension Credit Guarantee.

Class B

To obtain support the person must:

a. have attained the qualifying age for state pension credit;
b. not be somebody with a partner of working age in receipt of income support, income-based jobseeker's allowance, on Maximum Universal Credit or income-based employment and support allowance;
c. be liable to pay council tax in respect of a dwelling in which they are resident;
d. not have capital savings above £16,000;
e. have made a valid claim for the scheme; and
f. have assessed income above the set living allowances (applicable amounts) set by Central Government

Class C

To obtain support the person must:
a. have attained the qualifying age for state pension credit;
b. not be somebody with a partner of working age in receipt of income support, income-based jobseeker's allowance, on Maximum Universal Credit or income-based employment and support allowance;
c. be liable to pay council tax in respect of a dwelling in which they are resident;
d. made a valid claim for the scheme;
e. be somebody who has at least one second adult living with them who is not his/ her partner, not somebody who pays rent, and who is on a prescribed low wage and/or prescribed benefit, as set out by Central Government.

What LCTS will be payable to Pension Age persons?

If a person matches the criteria in Class A, including that their *income* is less than their *living allowances (applicable amounts)* that person qualifies for 100% reduction on their council tax liability. This also applies if a person is in receipt of state pension credit guarantee credit from the Department for Work and Pensions (Pensions Service).

If a person matches the criteria in Class B, it will mean the person's *income* is greater than their *applicable amount (living allowances*). Twenty per cent of the difference between the two will be subtracted from this individual's council tax liability.

LCTS for a person in Class C may be awarded in respect of a second adult sharing the household who would normally be expected to contribute towards the council tax bill, but who cannot afford to do so, based on their low income or on prescribed benefits. This reduction will equate to the *second adult rebate* available under the Council Tax Benefit scheme and may be awarded at 100%, 25%, 15% or 7.5% of the council tax liability, depending on individual circumstances

How LCTS works

Who can claim?

If you have to pay Council Tax, you may be able to get LCTS

You can only get support if you have a right to reside and are habitually resident in the United Kingdom (UK). If you have entered the UK within the 2 years before your claim for benefit, the council will ask you about this.

People given refugee status, humanitarian protection or exceptional leave to remain in the UK will be eligible for support.

Most full-time students are not entitled to LCTS.

How much LCTS can I get?

Maximum LCTS depends on:

- Whether you are in the Pension Age scheme (attained the qualifying age for state pension credit) or are in the Working Age scheme;
- How much council tax you have to pay; and
- Who you live with.

How is maximum LCTS calculated for the Working Age Scheme

For the Working Age the maximum LCTS is set by the Council as a percentage of the council tax you are liable to pay.
For the Working Age in receipt of income-based jobseeker's allowance (JSA IB) for a period of 3 or more years the maximum council tax liability used in the calculation of LCTS may be subject to a further reduction as decided by the council.

How is maximum LCTS calculated for the Pension Age Scheme

For the Pension Age Scheme the maximum LCTS is set by the Government as up to 100% of the council tax you are liable to pay less any non-dependant deductions (see non-dependant deductions later in this document). If you are already getting or have claimed Pension Credit Guarantee the Council will grant maximum LCTS.

Extended Payments

This is if your Income Support, income-based Jobseeker's Allowance or income-related Employment & Support Allowance or Incapacity Benefit, Severe Disablement Allowance or contributory Employment & Support Allowance stops because of work.

Extended Payments of LCTS are available and the payment is an extra four weeks of support to help pay towards your Council Tax when certain other benefits stop because you are going back to work, working more hours or earning more money.

You do not have to claim an Extended Payment if you or your partner/civil partner (and they remain a partner throughout the claim) have stopped getting one of the benefits mentioned below because one of you is expected to do one of the following for five weeks or more:

- Return to work full time
- Work more hours
- Earn more money

And you have been getting one of the following benefits:

- Jobseeker's Allowance, Income Support, or income-related Employment & Support Allowance or a combination of these benefits continuously for at least 26 weeks
- Incapacity Benefit, Severe Disablement Allowance or contributory Employment & Support Allowance continuously for at least 26 weeks

and

- you have not been getting Income Support, income-based Jobseeker's Allowance or income-related Employment & Support Allowance with your Incapacity Benefit, Severe Disablement Allowance or contributory Employment & Support Allowance when it ceased.

Normally you will get the same amount of LCTS as you did before your income-based Jobseeker's Allowance, Income Support, income-related Employment & Support Allowance, Incapacity Benefit, Severe Disablement Allowance or contributory Employment & Support Allowance stopped.

It is paid by the Council directly to your Council Tax account. The Council will decide whether or not you're entitled to an Extended Payment. The Council will also consider whether you are entitled to in-work LCTS. Once your extended payment period has ended, you can move onto in-work LCTS (provided you are entitled to it) without having to make a new claim.

If you do not get Pension Credit Guarantee, Income Support, income-based Jobseeker's Allowance or income related Employment and Support Allowance

Even if you do not get Pension Credit Guarantee, Income Support, income-based JSA or income-related Employment & Support Allowance you may still get some help with paying your council tax.

This is worked out by comparing the maximum LCTS you could get with:

- your needs (called your living allowances or applicable amounts); and
- your income and capital resources

Capital

Savings and investments (capital) may have an effect on the assessment of your income. Capital will only affect your income if you have more than the capital limit set by the Council and are of working age or £10,000 if you are of pension age. If you have more than £16,000, you will not normally be able to get LCTS (unless you are aged 60 or over and receive the Pension Credit Guarantee, in which case there is no limit to the amount of capital you can have).

Absences from home

There are some special situations in which you may continue to get LCTS and these are explained below.

Going away

You should normally let the council know if you are temporarily absent, for example if you go away on holiday. However the Council may not need to know if you will be absent for only a short time (for example less than 4 weeks) and your circumstances remain unchanged. If in doubt, please ask us.

- If you are temporarily absent you can normally get LCTS for a maximum of 13 weeks as long as you intend to return home; and
- in your absence you will not let or sub-let the part of your home where you normally live: and
- you will not be away for longer than 13 weeks.

In certain circumstances, you may be able to get LCTS for up to 52 weeks, for example if you are in hospital, or are held in custody on remand, provided that:

- you intend to return home; and
- in your absence you will not let or sub-let the part of your home where you normally live; and
- you will not be away for longer than 52 weeks.

How to claim

Claims for LCTS can be made in writing, by telephone and electronically. Contact the Council via the Tendring District Council website at www.tendringdc.gov.uk or via the Helpline 01255 686811 for details.

All claims will need to be supported by evidence of your circumstances and this will need to be

provided to the Council. If you are claiming Housing Benefit as well as LCTS, the Council will provide you with a joint claim form.

If you are married and your husband or wife normally lives with you, or if you live with someone as though you are a married couple, only one of you can make the claim for LCTS. You may choose who is to make the claim, or if you cannot agree who is to claim, the Council will nominate one of you to be the claimant.

Appointees

An appointee, for the purposes for LCTS, is someone over 18 appointed by the Council, to manage the LCTS claim of someone who is incapable of doing so themselves (mainly because of mentally incapacity).

If you are already an appointee for other benefits and wish to be the appointee for LCTS, you should write to be appointed by the Council. The role and responsibilities are the same. If you wish to become an appointee you should get in touch with the Council; they will explain the process and your responsibilities. The Council can end the appointment at any time. It is ended automatically if one of the people listed below is appointed. As an appointee you can resign at any time. An appointee cannot be made where there is already someone acting for the customer's financial affairs in any of the following capacities:

- a receiver appointed by the Court of Protection
- under Scottish law, a tutor, curator or other guardian, a continuing attorney or welfare attorney
- someone appointed to have the power of attorney.

Information and evidence

The Council may need more information or supporting evidence so that they can calculate your LCTS. If all the information they need is not on the claim form, or they need to clarify something or want some more verification of your circumstances the Council will write to you. If you do not reply within one month a decision will be made on your claim based on the evidence you have provided.

How long will it take to decide your claim for LCTS

The Council will deal with your claim for LCTS as soon as possible after receiving all the information from you that they need to work out your entitlement

Date of claim

The date of claim will be the date of first contact, typically by phone, provided that the claim form is returned to an office of the Council within one month of the claim form being issued.

If you change your address

If you move to a different area, you must make a new claim for LCTS at your new Council. If you move within the same area, you must still tell the Council.

Backdating a claim (Pension Age Scheme only)

If you have reached the qualifying age for state pension credit your LCTS may be paid for up to 3 months before the date you made your claim. You do not have to ask for this and you do not have to show "good cause" for not having claimed earlier.

Start of LCTS

If you become liable for the Council Tax for the first time, for example if you move to a new address or reach the age of 18 or stop being a registered student, you should claim either in advance (you may claim up to 13 weeks before you expect to become liable), or in the week that

your liability starts. You then get support from the day you start being liable for Council Tax. If you claim later than this, your support starts on the Monday after the day you claim

If you are already paying Council Tax and become entitled to support because you have less money or your applicable amount changes, you also start getting support on the Monday after you claim.

Start of LCTS where a claimant acquires a partner

If you acquire a partner, you and your partner will be jointly and severally liable for Council Tax.

If you notify the Council of the change, either before, or in, the week that your partner becomes jointly and severally liable, support for you and your partner, as a couple, can be paid from the day that joint liability for Council Tax begins.

If you notify the Council of the change after the week in which your partner becomes jointly liable for Council Tax, support for you and your partner, as a couple, can only be paid from the Monday following the day you told the Council about the change. In this case, the Council will re-assess your support entitlement from the Monday following the day you and your partner become a couple, and they will take any income and capital your partner has into account and will look at your joint needs.

End of LCTS

If you stop being liable for the Council Tax, for example if you move away from an address or become exempt or start being a registered student, your LCTS stops on the day you stop being liable. If you no longer qualify for LCTS because, for example, your income increases or your applicable amount changes, your LCTS will be stopped from the beginning of the next support week.

End of Pension Credit Guarantee, Income Support, income-based Jobseeker's Allowance or income related Employment and Support Allowance entitlement

If you stop getting Pension Credit Guarantee, Income Support, income-based Jobseeker's Allowance, on Maximum Universal Credit or income related Employment and Support Allowance, you must tell the Council and they will have to stop your LCTS. At the same time they will ask you to explain your new circumstances, because you may still be able to get some help with your Council Tax.

People who live with you - non-dependants

People who normally share your accommodation but are not dependent on you for financial support are known as non-dependants. Others who live with you as a family and any children you have fostered do not count as non-dependants.

Non-dependants for Pension Age Scheme

Any non-dependants who normally share your accommodation could affect the amount of LCTS you get whether or not you are also getting Income Support, income-based Jobseeker's Allowance, on Maximum Universal Credit income related Employment and Support Allowance or Pension Credit Guarantee

The following people do not count as non-dependants, whether they share accommodation or not:

- carers employed by a charity that charges for the service;
- joint tenants;
- subtenants;
- boarders;

- tenants of owner occupiers; and
- Landlords and their partners.

They do not count as part of your household.

Non-dependants are people like grown-up sons or daughters and elderly relatives. If you have non-dependants living with you, your LCTS may be affected by Non-Dependant deductions for the Pension Age Scheme, or inclusion of their income in the LCTS calculation for the Working Age Scheme.

Non-dependant deductions from LCTS for Pension Age Scheme

Deductions will be made from your LCTS for non-dependants aged over 18 who normally live with you. There are four levels of deduction. If the non-dependant is working less than 16 hours a week, the lowest deduction will apply. If the non-dependant is doing paid work for 16 hours or more a week, the level of deduction will depend on the non-dependant's gross income.

A deduction will not be made from your LCTS if:

- the non-dependants' normal home is somewhere else; or
- you, or your partner, are registered blind or treated as blind; or
- you, or your partner, are receiving the care component of Disability Living Allowance or Attendance Allowance in respect of yourself or your partner; or
- the non-dependant is receiving Pension Credit Guarantee, Income Support or income-based JSA or income-related Employment & Support Allowance; or
- the non-dependant is a prisoner; or
- the non-dependant is severely mentally impaired; or
- the non-dependant is over 18 but Child Benefit is still payable for them; or
- the non-dependant is a student nurse or apprentice or on Youth Training; or
- the non-dependant has been a patient in hospital for 52 weeks or more; or
- the non-dependant is living in a residential care or nursing home; or
- the non-dependant is a care worker; or
- the non-dependant is a resident of a hostel or night shelter for the homeless; or
- the non-dependant is a full-time student (even if they work full-time in the summer vacation).

A deduction may be delayed for 26 weeks if you or your partner is aged 65 or more and a non-dependant moves into your home, or the non-dependant's circumstances change to increase the deduction.

Working out the amount of LCTS

The maximum amount of LCTS depends on:

- Whether you are in the Pension Age scheme (attained the qualifying age for state pension credit) or are in the Working Age scheme;
- How much Council Tax you have to pay; and
- Who you live with.

How is maximum LCTS calculated for the Working Age Scheme

For the Working Age the maximum LCTS is set by the Council as a percentage of the Council Tax you are liable to pay.

For the Working Age in receipt of income-based jobseeker's allowance (JSA IB) for a period of 3 or more years the maximum council tax liability used in the calculation of LCTS may be subject to a further reduction as decided by the council.

How is maximum LCTS calculated for the Pension Age Scheme

For the Pension Age Scheme the maximum LCTS is set by the Government as up to 100% of the council tax you are liable to pay less any non-dependant deductions (see non-dependant deductions later in this document). If you are already getting or have claimed Pension Credit Guarantee the Council will grant maximum LCTS

What if I do not receive Pension Credit Guarantee, Income Support, income-based Jobseeker's Allowance, on Maximum Universal Credit or Income related Employment and Support Allowance?

If you do not get Pension Credit Guarantee, income Support, income-based JSA, maximum Universal Credit or income related Employment and Support Allowance, the council has to work out if you can get LCTS and if so, how much you can get.

To do this, the Council works out your maximum LCTS, and then compares your needs – called the living allowances or applicable amount – with your resources (your income and capital).

For customers receiving the Savings Credit of Pension Credit, the Council will use a statement supplied by The Pension Service to assess your resources (income and capital).

Second Adult Discount (SAD) for Pension Age Scheme

Apart from LCTS for yourself, you may also be able to get LCTS if you share your home with one or more adults. This is separate form of LCTS for you and is called Second Adult Discount (SAD). Second Adult Discounts are intended to assist you with Council Tax if you share your home with someone who is on a low income. Second Adult Discounts may be awarded in the following circumstances:

- if you are treated as living on your own for benefit purposes, and share your home on a non-commercial basis with a person who is on a low income and who is not liable to pay the council tax;
- the second adult is aged 18 or over; and
- no other person is paying rent to you for living in your home.

In order to be classed as a second adult, they must not be:

- liable for the council tax;
- a joint owner or tenant with you;
- your married or unmarried partner;
- someone who is disregarded for the purposes of a discount; or
- living with more than one liable person.

You will need to make a claim for SAD unless you have already claimed LCTS for yourself. The gross income of the second adult will be taken into account when assessing entitlement to SAD.

Gross income includes earnings from employment, as well as other income such as social security benefits and occupational pensions and actual income from the second adult's capital. Any Attendance Allowance or Disability Living Allowance paid to a second adult is completely disregarded. You may apply for SAD even if your own capital exceeds £16,000.

SAD is awarded on the basis of your Council Tax bill, after any reductions that you may be entitled to, are deducted. The amount of SAD that can be awarded is as follows;

Second Adult	Alternative Maximum LCTS

(a) Where the second adult or all second adults are in receipt of income support, maximum Universal Credit, an income-related employment and support allowance or state pension credit or are persons on an income-based jobseeker's allowance;	25 per cent of the Council Tax due in respect of that day;
(b) where the gross income of the second adult or, where there is more than one second adult, their aggregate gross income disregarding any income of persons on income support maximum Universal Credit, an income- related employment and support allowance, state pension credit or an income-based jobseeker's allowance	Gross Income is less than £289.00 per week; 15 per cent of the Council Tax due in respect of that day; Gross Income is not less than £289.00 per week but less than £375.00 per week; 7.5 per cent of the Council Tax due in respect of that day; *(Above are 2026 rates)*
(c) If the dwelling is occupied by a second adult/adults on state pension-credit, income-related jobseeker's allowance, maximum Universal Credit, income-related employment and support allowance or income support, living with a full-time student(s).	100% of the Council Tax due in respect of that day.

Income less than applicable amount (see "Living Allowances or Applicable Amounts" below)

In this case you get maximum LCTS (depending on whether you are of Pension Age or Working Age this may vary in amount).

You will also get maximum LCTS as allowed under the scheme if your income is the same as your applicable amount.

Income greater than applicable amount (see "Living Allowances or Applicable Amounts" below)

In this case you will get an amount less than your maximum LCTS. The amount by which your LCTS is reduced is based on the difference between your income and your needs.

A percentage of this difference – called a taper – is taken away from your maximum LCTS

Calculating your needs

Your needs are known as your living allowance or applicable amount and this is an amount that is set each year. For the Pension Age scheme this is set and approved by Parliament. For the Working Age scheme this is set by the Council. Your applicable amount takes into account the size of your family, your age and extra needs you may have. It is made up of personal allowances and

premiums. Premiums are included if you have a family, or disability, or a disabled child.

Living Allowances or Applicable Amounts

The living allowances or applicable amount represents the needs of you and your family if you have one. The larger your family then the larger your applicable amount. The applicable amount is made up of three parts:

- a personal allowance; and
- personal allowances for children in your family; and
- premiums

Personal allowance

Your applicable amount always includes a personal allowance. Different amounts apply according to your age and whether you have a partner.

Personal allowances for children

If you are looking after children (other than foster children) then you get an allowance for each child included in your applicable amount according to his or her age. This allowance is included until that child leaves school or reaches their 20th birthday.

A special rule applies if the child has left school and started work before Child Benefit stops.

Premiums for your family

Once personal allowances and allowances for children have been worked out, premiums can be added – if they apply – to make up your applicable amount.

Your children

A family premium will be included if you have any dependent children in your household. No matter how many children you have, you can only get one family premium.

Premiums or components for disabilities

These premiums are included in your applicable amount for people in your family with disabilities. There are three premiums and two components in this group:

- disabled child premium (for each disabled child in your household);
- disability premium (if you or your partner gets one of the benefits listed below or you have been off sick for more than 52 weeks);
- severe disability premium (if you are disabled and live in special circumstances);
- work related activity component; and
- support component.

Disabled child premium

The disabled child premium is a flat-rate premium, which may be awarded for each disabled child in your household and can be included with any other premiums. Your child is considered disabled if they are:

- registered blind; or
- receiving Disability Living Allowance/Personal Independence Payment.

Disability premium

Disability premium will be included in your applicable amount if you and your partner are aged less than pension credit age and:

- either of you is registered blind; or

- either of you gets one of the qualifying benefits listed below; or
- has been off sick for 52 weeks or more.

Qualifying benefits
You will get the disability premium if you or your partner gets any of the following benefits:

- Disability Living Allowance ;or
- Personal Independence Payment.
- Working Tax Credit Disability Element; or
- Constant Attendance Allowance; or
- War pensioners' mobility supplement; or
- Severe Disablement Allowance; or
- Incapacity Benefit – long term rate or short-term higher rate paid at the long term rate.

Severe disability premium
This premium cannot be included on its own. You must first qualify for the disability premium.

If you are single or a lone parent - The severe disability premium may be included in your applicable amount if you:

- receive the care component of Disability Living Allowance at the highest or middle rate, Personal Independence Payment, Attendance Allowance or Constant Attendance Allowance; and
- live alone (but if others live with you, see below); and
- no one receives Carer's Allowance for looking after you.

If you have a partner
You may get the severe disability premium if you both:

- receive the care component of Disability Living Allowance (DLA) at the highest or middle rate, Personal Independence Payment, Attendance Allowance (AA) or Constant Attendance Allowance; or
- your partner is blind and you receive the care component of DLA at the highest or middle rate, Personal Independence Payment, Attendance Allowance (AA) or Constant Attendance Allowance; and
- no one lives with you; and
- no one receives Carers Allowance for looking after either one or both of you.

For the purposes of severe disability premium your LCTS is not affected if other people living with you are:

- Children; or
- aged 16-17; or
- a person who is registered blind; or
- receiving the care component of Disability Living Allowance (DLA) at the highest or middle rate, Personal Independence Payment or Attendance Allowance (AA); or
- people caring for you who are employed by a charity that makes a charge for this service

Enhanced Disability Premium

- Enhanced Disability Premium is awarded where you, or a member of your family, who is aged under 60 receives the highest rate of Disabled Living Allowance (DLA), Enhanced component of Personal Independence Payment or where the claimant is in receipt of Employment and Support Allowance Support Component. This premium will remain in payment if the DLA/PIP is suspended during hospitalisation. This premium is awarded at three different rates. They are:

- a rate for each dependent child/young person in your household who receives the highest rate of DLA/Enhanced component of Personal Independence Payment;
- a rate for a single person who receives the highest rate of DLA/Enhanced component of Personal Independence Payment;
- a rate for couples where at least one member of the couple receives the highest rate of DLA/Enhanced component of Personal Independence Payment.

Work Related Activity Component
This is awarded where you or your partner receives main phase Employment and Support Allowance and receives a similar component within that benefit

Support Component
This is awarded where you or your partner receives main phase Employment and Support Allowance and receives a similar component within that benefit

Carer Premium
The Carer Premium is awarded if either you or your partner is looking after a disabled person and:

- receive Carer's Allowance; or
- made a claim for Carer's Allowance and would be entitled but for an overlapping benefit.

If both you and your partner satisfy the qualifying conditions two premiums can be awarded.

The carer premium continues for eight weeks after caring ceases.

Calculating your resources

Your resources are made up of your income and your capital. These are worked out as a weekly amount of income.

Income

Income is all the money that you have coming in from earnings, social security benefits, maintenance payments and other sources. Depending on the type of income, it may be completely or partially ignored in the calculation of your LCTS (the disregards), or taken fully into account.

For the Working Age Scheme your resources and those of your partner are taken together along with any Non-Dependants income when your household income and capital are worked out.

For the Pension Age Scheme your resources and those of your partner are taken together when your income and capital are worked out.

Income from employment
This explains what counts as your income from work you do, as an employee, when you are employed by someone else. If you are a company director or any other officeholder in a company you are classed as an employee of that company.

Earnings from employment mean any money you are paid when you work for someone else. This includes the following types of payments:

- bonuses or commission (including tips);
- money you get instead of your normal pay (for example, a liquidator may give you money when your employer stops trading and you are owed some pay);
- money you get in place of notice to end your employment, or money you get to make up for losing your job;
- money you get for holidays you did not take (holiday pay) – but not holiday pay owed to you more than four weeks after you stopped work;
- money you get if you are kept on while doing no work (for example, a retainer paid to school cooks during school holidays);
- expenses you are given to cover your travel to and from work;
- expenses you are given to cover the costs of looking after someone in your family
- any expenses you are given that are not essential for you to carry out your work;
- money you get, under the Employment Protection (Consolidation) Act 1978, when you are not given work because of bad weather, or money you get because of unfair dismissal;
- money that an industrial tribunal orders your employer to give you if the period of notice or redundancy that is required by law has not been given;
- money you get from your former employer's redundancy funds if the business goes into liquidation;
- Statutory Sick Pay or Statutory Maternity Pay;
- Statutory Paternity Pay and Statutory Adoption Pay;
- Employer's sick pay or employer's maternity pay
- earnings from permitted work, that is, work while you are getting an incapacity benefit which your doctor thinks would benefit your health.

Earnings from employment do not include:

- payment in kind (where no money is involved)
- expenses you are given that are essential for you to carry out work
- any occupational pension.

Net earnings

Once your gross earnings have been worked out, your council will take away:

- your income tax payments (allowing for personal relief); and
- your National Insurance (NI) contributions; and
- half of any contributions you make to an occupational or personal pension scheme (any amounts paid to a pension scheme by your employer do not count).

This gives your net earnings, which are used to work out your LCTS

Self-employed earnings

If you are self-employed, all the money you earn when you are not employed by someone else is known as your earnings from self-employment. You may have self-employed earnings even if you are also working for someone else, or if you are a franchise holder.

When working out your earnings the Council will want to know how much you earn when you are self-employed, and you will be asked to provide evidence, if possible, of how much you earn.

There are three stages in working out your self-employed earnings. The first is calculating the

gross profit of your business. In the second stage, deductions – which are called allowable expenses – are taken away from the gross profit to give the net profit of the business. In the third stage, tax, NI, and pension payments are taken away from your net profit to give your net earnings. The Council will apply a minimum income floor calculation in such cases where the declared income is less than an amount determined as appropriate for the type of business.

Child-minders
If you are a child-minder only one third of your earnings from child-minding will be taken into account when the council works out your LCTS for the Pension Age Scheme.
For the Working Age Scheme all of your earnings from child-minding will be taken into account.

Earnings and earnings disregards
After working out your net earnings, any amount that is not counted in the calculation of your LCTS is known as a disregard.

The amount of your earnings that is not counted depends on which premium is included in your applicable amount. There is more information on the applicable amount and premiums.

When £5 is not counted - If you are single and you cannot get a greater disregard by any of the means explained below, up to £5 of your weekly earnings will not be counted (the £5 disregard).

When £10 is not counted - If you have a partner and you cannot get the £20 disregard by any of the means explained below, up to £10 of your joint weekly earnings will not be counted (the £10 disregard).

When £20 is not counted - £20 per week of your earnings will not be counted if your applicable amount includes:

- the disability premium; or
- the severe disability premium; or the carer premium (where the carer is working).

If both you and your partner are carers, the total disregard cannot be more than £20. The carer premium and this earnings disregard can continue for a further eight weeks after caring ceases.

If you have a partner, your earnings are added together when your LCTS is worked out.

If you cannot get the £20 disregard under the above categories, you may still be able to get it if you are:

- a part-time fire-fighter; or
- an auxiliary coastguard; or
- a part-time member of a crew launching or manning a lifeboat; or
- a member of the Territorial Army or the Reserve Forces.

Additional disregard
If you work on average 30 hours a week or more you will usually be able to get an extra earnings disregard. In certain circumstances you can also qualify for the higher earnings disregard if you work 16 hours or more e.g. if you are a lone parent or disabled. This is the same amount as the 30-hour tax credit in your Working Tax Credit (WTC)

Childcare charges
In certain circumstances, average childcare charges of up to £175 (for one child) or up to £300 for 2 or more children per week per family can be offset against your earnings. This disregard, which

is in addition to the other earnings disregards, is available to:

- lone parents who are working 16 hours or more per week;
- couples where both are working 16 hours or more per week;
- couples where one member is working 16 hours or more per week and, generally, the disability premium, or, in certain circumstances, the higher pensioner premium, is included in the applicable amount on account of the other member's incapacity or the other member is in hospital or in prison.

It applies where formal childcare is provided by, for example, registered child-minders or day nurseries for children until the first Monday in September following their 15th birthday (or the 16th birthday for children who are entitled to Disability Living Allowance or who are registered blind).

In certain circumstances, help with childcare costs can be given while you are on maternity leave or paternity or adoption leave or you are sick. The authority will be able to give you more details.

In some other cases explained here, different amounts of your earnings are not counted.

If you are in receipt of Pension Credit Guarantee, Income Support, income-based Jobseeker's Allowance or income related Employment and Support Allowance then any earnings you get will not be counted again in working out LCTS.

Notional Earnings
If you have done some work and you seem to have been paid very little for it, then the Council will estimate what that work is worth. If you have a good reason for the pay being so low – for example, if you worked for someone who had very little money – then you should let the Council know. If necessary, the Council may check your statement of earnings by asking your employer.

Other income
Other income is all the other money you have coming in apart from earnings from employment or self-employment. It is sometimes called unearned income. In some cases none of your unearned income is counted. Sometimes part of it is counted, and in other cases it is all counted.

State benefits
The following benefits are counted in full as income for LCTS:

- Contribution-based Jobseeker's Allowance
- Contribution-based Employment and Support Allowance
- Universal Credit
- State Pension
- Incapacity Benefit
- Severe Disablement Allowance
- Carer's Allowance
- Industrial Injuries Disablement Benefit
- Industrial Death Benefit
- Working Tax Credit
- Child Tax Credit (ignored if you or your partner are pension age)
- Savings Credit of Pension Credit
- Bereavement Benefits (ignored if you or your partner are pension age).

Unearned income that is not counted

The following types of income are not counted by the Council when it works out your LCTS:

- any income you get if you are getting the Guarantee Credit of Pension Credit, Income Support, income related Employment and Support Allowance (ESAIR) or income-based Jobseeker's Allowance (JSA);
- Disability Living Allowance (DLA)/ Personal Independence Payment (PIP);
- Attendance Allowance (AA) or Constant Attendance Allowance (CAA);
- Attendance allowances paid as part of a War Disablement Pension or Industrial Injuries Disablement Benefit;
- Child Benefit;
- Child Maintenance (spousal maintenance is taken into account in part or in full depending on whether you have a child);
- money you get which takes the place of DLA, AA, CAA, or Income Support;
- war pensioners' mobility supplement;
- any money you get from the Social Fund;
- Guardian's Allowance;
- money you get as a holder of the Victoria Cross, the George Cross, or any comparable award;
- any grants or allowances you get from your local education authority if you have a dependent child who continues in education after school leaving age;
- any training premium and any refunded travelling expenses or living away from home allowances when you are on a Department for Education and Employment Training Scheme training course or at an employment rehabilitation centre;
- any money such as interest or dividends from savings or investments;
- any expenses you get from an employer that you need to carry out your work;
- any expenses you get from a charity so that you can carry out unpaid work;
- any income in kind (where you are given something other than money);
- any income you have which has been held back outside this country, as long as it remains held back, and it is not within your control;
- any money you get for fostering a child;
- any money you get for looking after an elderly or disabled person temporarily (community boarding out schemes);
- any money you get from a local Social Services Department to help keep a child at home instead of putting them into care;
- any Council Tax Benefit you have received;
- special payments made with your War Widow's Pension if you have been designated as a pre-1973 war widow;
- any charitable or voluntary payments which are made regularly;
- payments made under the Employment Department's 'Access to Work' scheme for disabled people; or
- War Disablement Pension or a War Widow's/Widower's Pension, or any similar payment from another country (Local Scheme)
- Payment(s) made via regulations or other means, that the Government instructs the Council to disregard during the year

Some types of income may be counted as capital.

Unearned income that is counted in part

The following are the types of unearned income that are only partly counted.

- the first £15 of Widowed Mother's Allowance or Widowed Parent's Allowance;
- the first £20 of any money from sub-tenants; or
- the first £20 then 50% of the excess of money you receive from a boarder is ignored. The

balance is treated as income.

Notional income
The council may think that there is income which you could get, but you are not claiming it. This is known as notional income because you do not actually receive that income. The Council may take this into account for LCTS purposes.

Parental contributions to students
If you are making a parental contribution to a student, then part of your income is not counted to take account of this.

Capital
Your capital includes savings and investments held by yourself in any form (for example, bank and building society accounts, investment trusts, and shares) from any source (for example, inheritance, redundancy payments, and irregular payments from a charitable or voluntary source). It will normally also include the net sale value of land and housing that you do not occupy, after deducting 10% for expenses of sale.

If you have a partner, capital belonging to your partner is treated as yours for the purposes of LCTS.

Capital outside the United Kingdom
If you have capital – in the form of liquid or fixed assets – outside this country, the Council will need to know how soon it can be transferred and how much it is worth. If the capital cannot be brought into this country, enquiries will be made about how easily it can be sold, and whether a willing buyer can be found. If no willing buyer can be found, it may not be counted.

Capital for Working Age
The first £6,000 of capital is not counted. Capital over £6,000 up to £16,000 will be taken into account at £1 a week for each £250 (or part of £250) of capital over £6,000. Actual interest payments or dividends are not counted as income but as capital.

Capital for Pension Age
The first £10,000 of capital is not counted. Capital over £10,000 up to £16,000 will be taken into account at £1 a week for each £500 (or part of £500) of capital over £10,000. Actual interest payments or dividends are not counted as income but as capital.

For customers who receive the Guarantee Credit of Pension Credit there is no upper limit on the capital you can have.

For the Pension Age scheme if you have capital over £16,000, you may still be entitled to Second Adult Discount, as your income and savings are not taken into account. However, the actual income received from the second adult's capital will be taken into account.

Personal possessions
Personal possessions – for example, a car, furniture and fittings in your house, and family belongings – are usually not included in the calculation of capital. However, this may not be the case where the Council has good reason to believe that something has been bought to reduce your capital in order to gain or increase entitlement to benefit. If the Council decides that you deliberately disposed of capital just so that you can get LCTS, it may assume that you have notional capital to the value of the capital you disposed of.

If you own your home
The value of your property (including the house, garage and outbuildings) is not counted unless any part of the property could reasonably be sold off separately. Loans raised on the property will be counted as capital.

Property you own but do not occupy
The value of this property is counted as capital, but you may be able to get LCTS even if the value of the property means that your savings are more than £16,000. This is because the value of the property may be ignored when your savings are worked out, in certain circumstances.

If the property is occupied by an elderly or disabled relative as their home, its value is not taken into account for as long as it is so occupied.

If you have recently acquired the property and you intend to occupy it as your home, its value may not be counted for 26 weeks, or for a longer period if reasonable, from the date you acquired it.

If you are trying to sell the property, its value may not be counted for the first 26 weeks after you start doing this. It may not be counted for longer than this if you are finding it difficult to sell the property.

If you are carrying out essential repairs or alterations so that you can live in the property, its value may not be counted for a period of 26 weeks from the date you first arranged for repairs to be carried out. It may not be counted for longer than this if you are finding it difficult to finish the work.

If you are taking legal action so that you can live in the property, its value may not be counted for the first 26 weeks after you start doing this. It may not be counted for longer than this if legal action is continuing and you cannot live in the property.

If you have left the property after the breakdown of a relationship, and it is occupied by your former partner, its value may not be counted for the first 26 weeks after you left. If the property is occupied by your former partner and they are a lone parent, the property will not be counted for as long as it continues to be so occupied.

Deposits on your accommodation
Sums that have to be deposited with a housing association as a condition of your tenancy are not counted.

Earmarked capital
If capital from the sale of a house is kept for a house purchase, it is not counted for up to six months, or longer if:

- major repairs or adaptations are needed for you to occupy your home; or
- the completion of the purchase of your new home is unavoidably delayed.

Compensation received for a burglary or for damage to or loss of a house is also not counted for six months, as long as it is to be used for repair or replacement

Valuation of property
Property will be valued at the price it would be expected to fetch on the open market, less any outstanding mortgage or legal charges on the property. Ten per cent of the current market value will also be deducted to take into account the cost of the sale.

If you have property outside Great Britain and there is no restriction on transferring money to this country, your property will be valued at its local sale value. If there is a restriction, its notional value will be the value of a sale to someone in the UK. In both cases, any outstanding mortgage or legal charges will be deducted, together with 10% of the total to cover the cost of the sale.

National Savings Certificates
National Savings Certificates of the current issue are valued at purchase price. Certificates of a previous issue are valued as if they were purchased on the last day of that issue.

Life assurance policies
The surrender value of life assurance policies is not taken into account when assessing LCTS.

Arrears of benefits
Any arrears of Disability Living Allowance, Attendance Allowance, Pension Credit, Income Support, income-based Jobseeker's Allowance, Personal Independence Payment, Universal Credit, Working Tax Credit and Child Tax Credit that you get are not counted for up to 12 months.

Lump sum payment of deferred State Pension
The gross amount of lump sum, or an interim payment made on account of a final lump sum, paid at the end of the period of deferring State Pension will be disregarded as capital for the life of the recipient.

Compensation payments
For LCTS purposes, compensation payments will normally be counted in full as capital. Capital will not be counted if it is held in trust or by the 'Court of Protection' as a result of a personal injury payment – for example, a criminal injury payment or a vaccine damage payment. For persons of Pension Age compensation payments made as a result of personal injury are ignored whether or not placed in a trust.

Business assets
Business assets of a self-employed earner are not counted while engaged in that business. Nor are they counted in certain other circumstances, but any shares owned will be treated as capital.

Notional Capital
The council may think that there is capital which you could get but which you do not have. This is known as notional capital because you do not actually possess that capital.

- Capital you have disposed of - You will be treated as having notional capital if you have disposed of capital in order to get LCTS or to get more LCTS.

- Capital you could have got - If you have the right to money held in a private trust, then that is actually your capital, and will be taken fully into account.

If the Council has decided to treat you as possessing notional capital they will reduce the amount of this capital on a regular basis by a set calculation. This calculation reduces your notional capital by the amount of support you have lost as a result of deprivation.

How LCTS is paid

If you are liable to pay the Council Tax, the Council will normally send you a Council Tax bill from which your LCTS has already been deducted. You will then have to pay only the reduced amount. This means that you will not actually receive any money, but your Council Tax bills will be reduced.

How you will be notified about your LCTS

The Council will reach a decision on your entitlement to LCTS as soon as possible after our claim and all supporting evidence is received.

How can I appeal?

If you disagree with the decision you will need to write to the Council stating the reasons. The Council has two months to reply to you. If the Council agrees with your appeal, then the LCTS will be amended, and you will receive another Council Tax bill showing the revised amount.

If the Council does not agree with your appeal or you do not receive a response within two months, you may appeal to the Valuation Tribunal. This is an independent tribunal who will hear your case (either in person or in writing). If the Valuation Tribunal agrees with you, they will instruct the Council to amend your LCTS accordingly.

Throughout the appeal you will still be required to make payment of your Council Tax liability as determined by the Council.

Changes of circumstances

You must notify your Council immediately if there is a change in anything that might affect your right to, or the amount of LCTS.

This will include:

- where you live; or
- who you live with; or
- your income, savings and investments; or if you stop getting Pension Credit, Income Support, income-based Jobseeker's Allowance, Universal Credit or Employment and Support Allowance; or
- if you get a job; or
- if you or your partner go into hospital; or
- if there is any other change in your circumstances which you might reasonably be expected to know might affect your right to LCTS

The changes must be notified in writing although in certain circumstances the Council may accept this by telephone or electronically.

Most of these changes will affect your LCTS in the following support week, but changes in the amount of Council Tax payable will affect your LCTS from the day on which the change occurs.

Students

LCTS is not normally available for students. The exceptions are:

- vulnerable students, such as disabled students and lone parents;
- part-time students; and
- couples where one partner is not a student.

Students who are liable to pay the Council Tax may claim Second Adult Discount (SAD) if they are of pension age.

Loan and grant income

The grant money you get is generally paid to cover the period you are studying. If it does not cover this period the Council, or Student Awards Agency for Scotland, will tell you the period it does cover.

If you are eligible for a loan or have been awarded a grant the Council will assume that these amounts are paid, whether they are actually paid or not.

The money you receive in your loan is your income for the period between the beginning of September and the end of June and is divided by the number of weeks in that period to give a weekly amount.

If you receive a dependant's grant this will be taken into account over the same period as your loan unless you also receive, or only receive, a grant towards your personal maintenance.

Because much of your loan is meant for essential educational items, some of the grant is ignored when working out your income for LCTS. The following elements of your loan or grant are not counted:

- tuition and examination fees;
- any disability allowance in your grant;
- the cost of term-time residential study away from your college;
- the Two Homes Grant – given when you have to maintain another home away from college;
- an allowance for books and equipment; and
- travel expenses.

Students and partners
Your grant may have been reduced to allow for your partner's income because your partner can make a contribution to your expenses. An amount – equal to that contribution – is then ignored when the Council works out your joint income for LCTS. If a student is required to contribute to his own grant income, an equivalent amount is disregarded from the income used to assess that contribution.

Other income
This will be treated in the same way as grant income if it is intended for expenditure that is needed on the course. If the income is not intended for expenditure on the course, it is treated under the normal rules for income.

Loans from the Student Loans Company
The maximum loan available to you will be taken into account regardless of whether you have borrowed up to your limit or not. The loan will be divided by the number of weeks between the beginning of September and the end of June to arrive at a weekly figure for assessment purposes. Up to £10 a week of the loan may be ignored.

Access funds
These are discretionary payments made by educational establishments to students who are facing financial hardship.

The amount of the payment to be taken into account will depend on how it is to be paid and what the payment is for. Some payments from the funds can be disregarded in full.

Information and information sharing
The Council will use information provided by the Department of Work and Pension and Her Majesty's Revenues and Customs for the purposes of LCTS, council tax liability, billing, administration and enforcement.

The Council may receive and obtain information and evidence relating to claims for LCTS from–

a. persons making claims for LCTS;
b. other persons in connection with such claims;
c. other local authorities; or
d. central government departments including the DWP and HMRC

The Council may verify relevant information supplied to, or obtained for, LCTS purposes.

Counter Fraud and Compliance

In order to protect the finances of the Council and also in the interests of all Council Taxpayers, the authority will undertake such actions as allowed by law to;

a. Prevent and detect fraudulent claims and actions in respect of LCTS;
b. Carry out investigations fairly, professionally and in accordance with the law; and
c. Ensure that sanctions are applied in appropriate cases.

Localised Support for Council Tax

Exceptional Hardship Policy

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1.0 Background

1.1 An Exceptional Hardship Fund (EHF) has been set up by the Council to assist Council Tax payers who are facing 'exceptional hardship'. Although it is envisaged that the majority of recipients will be in receipt of local council tax support (LCTS), in exceptional circumstances, applications will also be considered from council tax payers who do not qualify for LCTS.

1.2 The main features of the fund are as follows:

- The operation of the Fund will be at the total discretion of the Council;
- The Fund will be operated by the Revenues and Benefits section of the Council;
- There is no statutory right to payments from the fund although the Council will consider all applications received;
- Exceptional Hardship Fund payments are not payments of Council Tax Support (as defined within S13a of the Local Government Finance Act 1992);
- Exceptional Hardship Fund payments will only be available from 1st April 2013 and **will not be available for any other debt other than outstanding Council Tax**;
- Where an Exceptional Hardship Payment is requested for a previous period, Exceptional Hardship must have been proven to have existed throughout the whole of the period requested;
- Exceptional Hardship Payments are designed as a short-term help to the applicant, and it is expected that payments will be made for a short term only to give applicants time to explore sustainable / alternative solutions; and
- All applicants will be expected to engage with the Council and undertake the application process.

2.0 Exceptional Hardship Fund and Equalities

2.1 The creation of an Exceptional Hardship Fund facility meets the Council's obligations under the Equality Act 2010.

2.2 This policy has been created to ensure that a level of protection and support is available to those applicants most in need. It should be noted that the Exceptional Hardship Fund is intended to help in cases of **extreme** financial hardship and not to support a lifestyle or lifestyle choice. Whilst the definition 'Exceptional Hardship' is not exactly defined by this policy, it is accepted that sudden or unexpected changes to individual circumstances may cause temporary financial hardship with any support made under this policy being at the total discretion of the Council. However exceptional hardship should be considered as 'hardship beyond that which would normally be suffered'

3.0 Purpose of this Policy

3.1 The purpose of this policy is to specify how the Council will operate the scheme, to detail the application process and indicate a number of factors, which will be considered when deciding if an Exceptional Hardship Fund payment can be made.

3.2 Each case will be treated on its own merits, and all applicants will be treated fairly and equally in gaining accessibility to the Fund and also in respect of the decisions made on each application.

4.0 The Exceptional Hardship Fund Process

4.1 As part of the process of applying for additional support from the Exceptional Hardship Fund, all applicants must be willing to undertake **all** of the following:

- Make a separate application for assistance;
- Provide full details of their income and expenditure;
- Accept assistance from either the Council or third parties such as the CAT or similar organisations to enable them to manage their finances more effectively including the termination of non-essential expenditure;
- Identify potential changes in payment methods and arrangements to assist the applicant;
- Assist the Council to minimise liability by ensuring that all discounts, exemptions and reductions are properly granted; and
- Maximise their income through the application for other welfare benefits, cancellation of non-essential contracts and outgoings and identifying the most economical tariffs for the supply of utilities and services generally.
- Where applicable, explain actions they are currently exploring to find a sustainable response to their current circumstance if it is expected that exceptional hardship may continue for a longer period of time.

4.2 Through the operation of this policy the Council will look to:

- Support those in exceptional hardship;
- Allow a short period of time for someone to adjust to unforeseen short-term circumstances and to enable them to “bridge the gap” during this time, whilst the applicant seeks alternative solutions;
- Enable long term support to households in managing their finances;
- Help applicants through personal crises and difficult events that affect their finances;
- Help those applicants who are trying to help themselves financially; and
- Encourage and support people to obtain and sustain employment.

4.3 It cannot be awarded for the following circumstances:

- Where full Council Tax liability is being met by Council Tax Support;
- For any other reason, other than to temporarily reduce Council Tax liability;
- Where the Council considers that there are unnecessary expenses/debts etc. and that the applicant has not taken reasonable steps to reduce these;

- To pay for any overpayment of Council Tax Support caused through the failure of the applicant to notify changes in circumstances in a timely manner or where the applicant has failed to act correctly or honestly;

5.0 Awarding an Exceptional Hardship Fund Payment

5.1 The Council will decide whether or not to make an Exceptional Hardship Fund award, and how much any award might be up to a maximum of the amount of Council Tax outstanding, with each decision being reviewed by a senior manager to demonstrate fairness and consistency.

5.2 When making this decision the Council will consider:

- Whether the applicant has engaged with the Exceptional Hardship Payment process;
- All capital, income received & expenditure of the applicant, their partner and any member of their household irrespective of whether the income is included or not as household income under the Council Tax Support scheme
- How **reasonable** expenditure exceeds income;
- The difficulty experienced by the applicant that prohibits them from being able to meet their Council Tax liability, and the length of time this difficulty will last.
- The personal circumstances, age and medical circumstances (including ill health and disabilities) of the applicant, their partner any dependants and any other occupants of the applicant's home;
- Other debts outstanding for the applicant and their partner;
- The exceptional nature of the applicant and/or their family's circumstances that impact on finances;
- The length of time they have lived in the property; and
- If a Discretionary Housing Payment has already been awarded to meet a shortfall in rent;
- If the application relates to a second home or empty property, including any associated council tax premium, consideration would be given to the equity in the property and other available resources; the reasons for retaining it; any barriers to occupying, letting or selling it; and the steps taken to find a sustainable solution.

5.3 The above list is not exhaustive and other relevant factors and special circumstances may be considered based on the individual circumstances of each case.

5.4 An award from the Exceptional Hardship Fund does not guarantee that a further award will be made at a later date, even if the applicant's circumstances have not changed.

6.0 Publicity

6.1 The Council will make a copy of this policy available for inspection and will be published on the Council's website.

7.0 Claiming an Exceptional Hardship Fund Payment

7.1 An applicant must make a claim for an Exceptional Hardship Fund award by submitting an application to the Council, preferably via email to benefitsmail@tendringdc.gov.uk.

7.2 If it is not possible to make a claim via email or if any further help is required, assistance is available at the Council Tax Office, Pier Avenue, Clacton.

7.3 Where the Revenues and Benefits Service identify a household that is failing to clear previous years Council Tax but are paying current Council Tax with best endeavours, then their ability to pay arrears maybe considered for help through the hardship fund. This clause is not intended to cover those taxpayers who have not paid or have failed to pay until a summons has been issued.

7.4 In most cases the person who claims the Exceptional Hardship Fund award will be the person liable to pay Council Tax, however, a claim can be accepted from someone acting on another's behalf, such as an appointee, if it is considered reasonable.

8.0 Changes in Circumstances

8.1 The Council may revise an award from the Exceptional Hardship Fund where the applicant's circumstances have changed.

9.0 Duties of the Applicant and the Applicant's Household

9.1 A person claiming an Exceptional Hardship Fund payment is required to:

- Provide the Council with such information as it may require to make a decision;
- Tell the Council of any changes in circumstances that may be relevant to their ongoing claim; and
- Provide the Council with such other information as it may require in connection with their claim.

10.0 The Award and Duration of an Exceptional Hardship Payment

10.1 Both the amount and the duration of the award are determined at the discretion of the Council and will be done so on the basis of the evidence supplied and the circumstances of the claim.

10.2 The start date of such a payment and the duration of any payment will be determined by the Council. In any event, the maximum length of the award will not exceed the end of the financial year in which the award is given.

11.0 Award of the Exceptional Hardship Fund Payment

11.0 Any Exceptional Hardship Fund payment will be made direct onto the customer's Council Tax account, thereby reducing the amount of Council Tax payable.

12.0 Overpaid Exceptional Hardship Fund Payments

12.1 Overpaid Exceptional Hardship Fund payments will generally be recovered directly from the applicant's council tax account, thus increasing the amount of council tax due and payable.

13.0 Notification of an Award

13.1 The Council will notify the outcome of each application for Exceptional Hardship Fund payments in writing. The notification will include the reason for the decision and advise the applicant of their appeal rights.

14.0 Appeals

14.1 Exceptional Hardship Fund payments are not part of Council Tax Support and are therefore not subject to the statutory appeal process.

14.2 If the applicant is not satisfied with the decision in respect of an application for an Exceptional Hardship Fund payment, a decision to reduced amount of Exceptional Hardship Fund payment, a decision not to backdate an Exceptional Hardship Fund payment or a decision that there has been an overpayment of an Exceptional Hardship Fund payment, the Council will look at the decision again.

14.3 An officer, other than the original decision maker, will consider the appeal by reviewing the original application and any other additional information and/or representation made, and will make a decision within 10 working days of referral or as soon as practicable. This decision will be final.

14.4 Any request for an appeal must be made within one month of the date of the notification letter confirming the original decision.

14.5 The outcome of the appeal will be set out in writing, detailing the reasons for the decision or upholding the original decision.

15.0 Fraud

15.1 The Council is committed to protect public funds and ensure funds are awarded to the people who are rightfully eligible to them.

15.2 An applicant who tries to fraudulently claim an Exceptional Hardship Fund payment by falsely declaring their circumstances, providing a false statement

or evidence in support of their application, may have committed an offence under The Fraud Act 2006.

15.3 Where the Council suspects that such a fraud may have been committed, this matter will be investigated as appropriate and may lead to criminal proceedings being instigated.

16.0 Complaints

16.1 The Council's Complaints Procedure (available on the Council's website) will be applied in the event of any complaint received about this policy.

17.0 Policy Review

17.1 This policy will be reviewed at least every year and updated as appropriate to ensure it remains fit for purpose. However, the review may take place sooner should there be any significant changes in legislation.

Under the Council Tax (Prescribed Classes of Dwellings) regulations the following discretionary discounts will apply for the 2027/2028 financial year:-
Class A – Unoccupied and furnished dwellings with a planning restriction preventing occupation for at least 28 days. **0% discount** (on the days when the property cannot be used due to a planning restriction a statutory exemption is allowed under Class G).
Class B – Unoccupied and furnished dwellings without a planning restriction preventing occupation for at least 28 days. **0% discount**
Class C – Unoccupied and substantially unfurnished dwellings. **0% discount**
Class D – Unoccupied and unfurnished requiring major repairs or alterations. (a) which satisfies the requirement set out in the regulations unless it has been such a dwelling for a continuous period of twelve months or more ending immediately before the day in question; (b) the requirement referred to in paragraph (a) is that the dwelling is vacant and— (i) requires or is undergoing major repair work to render it habitable, or (ii) is undergoing structural alteration; or (iii) has undergone major repair work to render it habitable, if less than six months have elapsed since the date on which the alteration was substantially completed and the dwelling has continuously remained vacant since that date; (c) For the purposes of paragraph (b) above “major repair work” includes structural repair work. **100% discount up to 12 months**

Care Leaver's Council Tax Discount Policy

Introduction

This policy utilises the discretionary power available to billing authorities arising from S13A(1)(c) of the Local Government Finance Act 1992 to reduce, or further reduce, the amount of council tax a care leaver is liable to pay with effect from 1 April 2027.

Definitions

For the purpose of this policy, a 'care leaver' is defined as:

A person aged up to 21, who has either

(a) been looked after by Essex County Council 'Essex' for at least 13 weeks since the age of 14; and who was looked after by the local authority at school-leaving age or after that date; or

(b) who is entitled to leaving care support from Essex.

The Children Act 1989 defines the categories of children entitled to leaving care support as:

'Eligible children' are those young people aged 16-17 who are still in care and have been 'looked after' for a total of 13 weeks from the age of 14 and including their 16th birthday;

'Relevant children' are those young people aged 16 and 17 who have already left care, and who were 'looked after' for at least 13 weeks from the age of 14 and have been 'looked after' at some time while they were 16 or 17;

'Former relevant children' are those young people aged 18, 19 or 20 who have been eligible and/or relevant.

Policy statement

For the purpose of calculating the amount of discretionary council tax reduction to apply, care leavers and those in their household are required to take steps to minimise their liability for council tax by claiming discounts, exemptions and council tax reduction.

After all discounts, exemptions and council tax reduction have been claimed the Council will reduce the council tax liability so that the liability of the household is the same that it would have been had the care leaver been a 'disregarded persons' (such as students) as detailed in s11 and Schedule 1 of the Local Government Finance Act 1992

For example:

A care leaver joining an existing household with a single person discount in place will be given sufficient discretionary relief to ensure that the council tax liability does not increase as a result of their presence.

A household where only care leavers are liable to pay council tax will be given sufficient discretionary relief to extinguish the council tax liability completely.

A care leaver in a property, which would otherwise be exempt from council tax, will be given sufficient discretionary relief to ensure that no council tax continues to be payable.

Council Tax Premiums to apply for the 2027/28 financial year:-
Long Term Empty properties (unoccupied and substantially unfurnished ***- From 1 April 2027, additional amounts of council tax will be charged when a property has been empty for one year or more as follows*:***
For one year, but less than five years, will attract a premium of 100%, and therefore charged 200% of the set council tax.
For five years, but less than ten years, will attract a premium of 200%, and be charged 300% of the set council tax.
For ten years or more will attract a premium of 300% and be charged 400% of the set council tax.
Properties Occupied Periodically (no resident of the property and the property is substantially furnished) ***- From 1 April 2027, additional amounts of council tax will be charged as follows:***
A premium of 100%, and therefore charged 200% of the set council tax.

****The above premiums apply to the property, so a change of ownership or tenancy will not affect the premium.***

ANNUAL MINIMUM REVENUE PROVISION POLICY STATEMENT for 2027/2028

The Council is required to have a policy on providing a prudent minimum revenue provision which must be approved by Full Council each year.

The duty to make a Minimum Revenue Provision ("MRP") is an important component of the legislative and regulatory framework which underpins the decision making by local authorities to demonstrate that borrowing is prudent, affordable and sustainable. Therefore, where local authorities finance capital expenditure with debt, they must set aside an amount of money each year to ensure that debt can be repaid and in deciding whether any capital expenditure is affordable, an authority must consider whether it can meet the cost of the associated MRP charged within its budget.

The amount of MRP should be determined with respect to a local authority's Capital Financing Requirement (CFR). CFR is the total outstanding capital expenditure that has not yet been funded from either revenue or capital resources and is therefore a measure of the Council's underlying borrowing need after taking into account the provision included in the revenue budgets for the repayment of outstanding debt. The calculation of actual CFR is defined in the prudential code and is derived from the consolidation of a number of items on the Council's Balance Sheet that is published within its Statement of Accounts each year.

In-line with the prudential code, the Council makes reasonable estimates of the total capital financing requirement at the end of each forthcoming financial year and the following two years. These prudential indicators are referred to as the estimates of capital financing requirement. The estimate of capital financing requirement at the end of each year will relate to all capital expenditure – i.e. it includes relevant capital expenditure incurred in previous years. The capital financing requirement will reflect the authority's underlying need to finance capital expenditure by borrowing or other long-term liability arrangements. In order to make these estimates, the Council considers all of the financing options available and estimates their use of these. The estimates will not commit the local authority to particular methods of financing. These estimates of CFR are set out within the Annual Capital and Treasury Strategy presented to Full Council in March each year.

The actual financing of capital expenditure is determined at the end of the financial year, which is reported within the associated financial outturn reports presented to the Finance and Governance Portfolio Holder / Cabinet.

It is important to highlight that, except in the short term, total gross debt should not exceed the CFR.

There are currently no plans to reduce the Council's indebtedness via the use of capital receipts, and therefore no impact on the calculation of the MRP charge. It is important to highlight that:

- capital receipts are not being used to replace MRP
- there are no instances where MRP is not being made with respect to any amount of CFR
- no debt financed capital spend has been excluded
- there are no planned voluntary overpayment of MRP and no offset of a previous years overpayments will be made.

In preparing this statement, the local authority has considered the requirements set out in statute and associated guidance to ensure it is meeting its duty to make prudent provision. There have been no departures from this guidance.

The aim of the regulations is that the period over which an MRP is calculated closely relates to the life of the asset and therefore in determining the period of time over which the debt should be reduced to nil, local authorities should align the period over which they charge MRP to one that is commensurate with the period over which their capital expenditure provides benefit. With this in mind, the options applicable in calculating MRP as set out in the guidance are as follows:

Where Capital Expenditure is financed by Government Supported Borrowing

- **Regulatory Method –** This is where borrowing is supported by the Government through the Formula Grant and Local Authorities can continue to use the existing approach as set out in the old regulations.

- **Capital Financing Method –** Similar to the above, Local Authorities can continue to set aside 4% of their General Fund capital expenditure financed by borrowing each year as MRP. The difference compared with the regulatory method is that it excludes a transitional adjustment that relates to the regulations that were applicable before the current regulations. As this adjustment does not apply to TDC, the two approaches are essentially the same.

Where Capital Expenditure is financed by Prudential Borrowing

- **Asset Life Method –** Two alternatives are provided within the guidance. The first is that MRP can be calculated by taking the amount borrowed and dividing it by the associated assets useful life – equal instalment method. The second is based on a more complicated annuity basis although based on the same principle. *(This method will be applied to assets and equipment leased in, where the MRP requirement will be regarded as met by a charge equal to the associated annual rental / service charge)*

- **Depreciation Method –** This requires that an MRP is made in accordance with current rules for depreciation accounting whereby an amount would be charged equal to the annual depreciation of the specific asset which could differ from the previous options given the alternatives for calculating depreciation.

An advantage of the asset life method over the depreciation method is that MRP does not have to start until the year the related asset becomes operational which may be different to the year in which depreciation would be charged.

It is important to note that subject to the type of asset acquired there may be a significant impact on the revenue budget, which would need to be taken into account in any future spending / borrowing decisions.

The above applies to the Council's General Fund. In respect of the Council's Housing Revenue Account (HRA) it has been the Council's policy not to make any MRP charge to the HRA because the level of borrowing relating to the HRA is significantly less than the capital value of the housing stock. Following the implementation of the new self-financing arrangements from April 2012, the structure of the borrowing to fund the associated HRA debt settlement was based on principal being repaid over the 30 years of the HRA business plan. Therefore this principal is in effect the amount set aside to repay debt and will therefore be treated as HRA MRP. In terms of MRP for 'old' HRA debt, this will be kept under review as part of future HRA business planning processes.

Having reviewed the position for 2027/28, there are no changes to the Council's approach to calculating MRP compared to 2026/27. The Annual Minimum Revenue Provision Policy Statement for 2027/28 is therefore as follows:

In accordance with the Local Authorities (Capital Finance and Accounting)(England)(Amendment) Regulations 2003 and having due regard to guidance issued under Section 21 (1A) of the Local Government Act 2003, the Council's policy for the calculation of MRP for 2027/28 shall be the Capital Financing Requirement Method for supported borrowing and the Asset Life (equal instalment) Method for prudential borrowing.

Tendring District Council

Housing Benefit War Pension Disregard Policy

(Modified Scheme)

Tendring District Council

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Housing Benefit War Pension Disregard Policy (Modified Scheme)

Introduction

1. The Housing Benefit Regulations 2006 make provision for the first £10.00 of income from War Widows (Widowers)/War Disablement Scheme and the Armed Forces Compensation Scheme to be disregarded in any Housing Benefit assessment. The cost of this disregard is fully reimbursed to the Council.

2. The Social Security Administration Act 1992 gives the Council discretion to disregard any amount it chooses in addition to the statutory provision in accordance with its approved Modified Scheme.

3. Payment of Housing Benefit made under a local Modified Scheme is treated differently. Provided expenditure does not exceed 0.2% of the overall subsidy claimed, 75% of additional Housing Benefit paid under a local scheme is subsidised by the Department for Work and Pensions. The remaining 25% is met from the Council's own funds.

Objectives of this policy

4. The 100% disregard of funds received as War Widows (Widowers)/War Disablement Scheme and Armed Forces Compensation Scheme awards is intended to:

- ensure that members of the Armed Forces who have been disabled during service, or the widows, widowers or surviving civil partners of those who died in the service of their country, are not penalised by having pensions or payments made in relation to their service taken into account in the calculation of Housing Benefit entitlement;
- ensure income paid through these funding streams is treated consistently when assessing entitlement to Housing Benefit;
- ensure alignment between the treatment of these incomes under the Housing Benefit scheme set by the Department for Work and Pensions and Tendring District Council's Local Council Tax Support scheme; and
- promote a clear and transparent assessment methodology.

Administration of the scheme

5. A statutory disregard of £10.00 per week is required from current payments of War Widows (Widowers) / War Disablement Scheme and Armed Forces Compensation Scheme in accordance with the Housing Benefit Regulations 2006. These payments include:

- War Disablement Pension
- War Widows / Widowers Pension
- Guaranteed Income Payments (GIPs) under the Armed Forces and Reserve Forces Compensation Scheme (AFRFCS)
- Service Attributable Pension (SAP) for injury or illness attributable to service on or before April 1975
- Any comparable payment paid by the government of a country outside Great Britain
- A pension paid under the law of the Federal Republic of Germany or Austria to victims of National Socialist persecution

6. The £10.00 disregard does not apply to pre-1973 War Widow's Special Payments, which are already disregarded in full.

Legislation

7. The Regulations and statutory provisions supporting this policy are:

- The Housing Benefit Regulations 2006, regulation 40(2) and Schedule 5.
- The Housing Benefit (Persons who have attained the age qualifying for State Pension Credit) Regulations 2006, regulation 33(9) and Schedule 5.
- The Housing Benefit and Council Tax Benefit (War Pension Disregards) Regulations 2007.
- The Housing Benefit and Council Tax Benefit (War Pension Disregards) (Amendment) Regulations 2009.
- Sections 134 and 139 of the Social Security Administration Act 1992, which provide the Council with discretion to modify the Housing Benefit scheme by disregarding a further amount, or all, of specified war disablement pensions and payments.

The Housing Benefit and Council Tax Benefit (War Pension Disregards) Regulations 2007, as amended, prescribe the pensions and payments concerned. See Appendix A.

Modified Scheme Policy

8. The Council will, in addition to the statutory disregard provided in legislation, disregard in full all payments made under the War Widows (Widowers) / War Disablement Scheme and Armed Forces Compensation Scheme awards.

9. For clarity, this includes any payments detailed in paragraph 4 of this policy and any new payments introduced and recognised by Housing Benefit legislation as payments under the War Widows (Widowers) / War Disablement Scheme or Armed Forces Compensation Scheme.

Appendix A

The Housing Benefit and Council Tax Benefit (War Pension Disregards) (Amendment) Regulations 2009 set out the types of war pensions that fall to be disregarded under the local scheme, as follows:

1. War disablement pensions

(a) any retired pay, pension or allowance payable in respect of disablement under an instrument specified in section 639(2) of the Income Tax (Earnings and Pensions) Act 2003;

(b) any retired pay or pension payable to a member of the Armed Forces of the Crown in respect of a disablement attributable to service, under:

(i) an Order in Council made under section 3 of the Naval and Marine Pay and Pensions Act 1865,

(ii) the Army Pensions Warrant 1977,

(iii) any order or regulations made under section 2 of the Air Force (Constitution) Act 1917,

(iv) any order or regulations made under section 4 of the Reserve Forces Act 1996,

(v) any instrument amending or replacing any of the instruments referred to in paragraphs (i) to (iv), or

(vi) any power of Her Majesty otherwise than under an enactment to make provision about pensions for or in respect of persons who have been disabled or have died in consequence of service as members of the Armed Forces of the Crown; and

(c) a payment made under article 14(1)(b) of the Armed Forces and Reserve Forces (Compensation Scheme) Order 2005.

2. War widow's pensions

(a) any pension or allowance payable to a widow, widower or surviving civil partner under an instrument specified in section 639(2) of the Income Tax (Earnings and Pensions) Act 2003 in respect of the death or disablement of any person;

(b) a pension payable to a widow, widower or surviving civil partner of a member of the Armed Forces of the Crown in respect of death attributable to service, under:

(i) an Order in Council made under section 3 of the Naval and Marine Pay and Pensions Act 1865,

(ii) the Army Pensions Warrant 1977,

(iii) any order or regulations made under section 2 of the Air Force (Constitution) Act 1917,

(iv) any order or regulations made under section 4 of the Reserve Forces Act 1996,

(v) any instrument amending or replacing any of the instruments referred to in paragraphs (i) to (iv), or

(vi) any power of Her Majesty otherwise than under an enactment to make provision about pensions for or in respect of persons who have been disabled or have died in consequence of service as members of the Armed Forces of the Crown; and

(c) a payment made under article 21(1)(a) of the Armed Forces and Reserve Forces (Compensation Scheme) Order 2005.

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CABINET

13 NOVEMBER 2026

REPORT OF THE PORTFOLIO HOLDER FOR HOUSING AND PLANNING

A.3 ANNUAL HOUSING IMPROVEMENT, PERFORMANCE & ASSURANCE REPORT 2025/26

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To present the first Annual Housing Improvement, Performance & Assurance Report 2025/26 for consideration and endorsement; to provide consolidated assurance on performance, improvement, risk and compliance with the Consumer Standards; and to establish a developing annual reporting approach supported by an accessible public-facing snapshot.

EXECUTIVE SUMMARY

This report presents the first Annual Housing Improvement, Performance & Assurance Report 2025/26 (Appendix A). Cabinet has received a number of reports on housing matters during the year; this report brings that evidence and hard data together into a single, consolidated assessment of performance, improvement, risk and regulatory assurance.

Tenant Satisfaction Measures provide the golden thread through the report, connecting tenants' experience with operational performance, complaints, service improvement, governance and the evidence required by the Regulator of Social Housing. The report is therefore intended to serve three connected audiences: tenants, who require clear and accessible information with which to scrutinise their landlord; Cabinet, which requires consolidated evidence to support oversight, challenge and decision-making; and the Regulator of Social Housing, which requires robust evidence of compliance with the Consumer Standards.

Significant progress has been made during the year to strengthen governance, assurance and regulatory compliance through completion of the Consumer Standards self-assessment, implementation of the Housing Improvement and Delivery Plan, enhanced performance monitoring arrangements and increased opportunities for tenant scrutiny and influence.

The report highlights positive progress in areas including tenant engagement, governance, assurance, tenancy sustainment, workforce development and understanding diverse tenant needs.

It also identifies areas requiring continued improvement, including repairs satisfaction, complaint handling, data quality, implementation of new systems and the continued embedding of the revised Housing Service structure.

The report provides assurance to the Regulator, Cabinet and tenants that the Housing Service has strengthened the foundations required to demonstrate compliance with the Consumer

Standards. It is deliberately balanced, presenting both positive progress and areas of weakness or risk, while recognising that this first report is a work in progress and will evolve as data quality, benchmarking and reporting arrangements mature.

The priorities identified for 2026/27 focus on strengthening data quality and assurance arrangements, improving customer satisfaction, implementing key transformation programmes, embedding workforce changes and continuing delivery of the Housing Improvement and Delivery Plan. The additional capacity arising from the recently approved Housing Service restructure will support stronger performance management, service improvement and delivery of these priorities as posts are implemented.

RECOMMENDATION(S)

It is recommended that Cabinet:

1) **notes the contents of the Annual Housing Improvement, Performance & Assurance Report 2025/26, being the first report of this type for Tendring District Council, attached as Appendix A and recognises that the reporting framework will continue to evolve as data quality, benchmarking and assurance arrangements mature;**

2) **acknowledges the overall assurance position set out within the report; and**

3) **supports the continued delivery of the Housing Improvement and Delivery Plan and associated improvement priorities identified for 2026/27.**

REASON(S) FOR THE RECOMMENDATION(S)

The recommendations ensure that Cabinet receives evidence-based assurance regarding housing service performance, improvement activity and regulatory readiness, while supporting continued oversight of the Housing Improvement and Delivery Plan and compliance with the Consumer Standards. They also recognise that this is the first consolidated annual report and that its presentation will evolve over time.

The detailed report balances the volume of evidence required for effective governance and regulatory assurance with the need for accessible communication. The delegated public-facing snapshot will provide a proportionate account for tenants and the wider public, presenting both good performance and areas of concern without obscuring the underlying evidence.

ALTERNATIVE OPTIONS CONSIDERED

The alternative option would be not to present an annual Housing Improvement, Performance & Assurance Report.

This option is not recommended as it would reduce transparency, limit Member oversight and remove an important mechanism for demonstrating progress against the Housing Improvement and Delivery Plan and compliance with the Consumer Standards.

An annual report provides a consolidated source of assurance regarding performance, risks, improvement activity and tenant influence and supports the Council's wider governance and accountability arrangements.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The report contributes towards delivery of several Corporate Plan 2024-28 themes:

- Pride in our area and services to residents.
- Raising aspirations and creating opportunities.
- Working with partners to improve quality of life.
- Financial sustainability and openness.

The report also reflects priorities within the Housing Strategy and Housing Improvement and Delivery Plan, including:

- Maintaining and improving council housing.
- Delivering high-quality services for residents.
- Strengthening governance and accountability.
- Supporting vulnerable residents and communities.

In addition, the report supports compliance with the Regulator of Social Housing Consumer Standards and demonstrates progress against the Council's Housing Improvement and Delivery Plan.

OUTCOME OF CONSULTATION AND ENGAGEMENT (including with the relevant Overview and Scrutiny Committee and other stakeholders where the item concerns proposals relating to the Budget and Policy Framework)

The report reflects information gathered through:

- Tenant Satisfaction Measures (TSMs).
- Tenant Panel activity.
- Reading Group.
- Diverse Needs Group.
- Service Assessors.
- Estate walkabouts.
- Tenancy checks.
- Customer feedback and complaints.
- Internal governance and assurance activity.
- External assurance methods.

Tenant engagement and scrutiny activity has directly informed the findings, improvement priorities and assurance positions contained within the report. Management Team also considered the emerging report and emphasised the need for Tenant Satisfaction Measures to

provide a clear golden thread; for the report to provide assurance rather than reassurance; for its audiences and level of detail to be clear; and for a balanced public-facing summary to present both strengths and areas of concern. Those comments are reflected throughout the report and its recommendations.

LEGAL REQUIREMENTS (including legislation & constitutional powers)

Is the recommendation a Key Decision (see the criteria stated here)	**NO**	**If Yes, indicate which by which criteria it is a Key Decision**	☐ **Significant effect on two or more wards** ☐ **Involves £100,000 expenditure/income** ☐ **Is otherwise significant for the service budget**
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	

The report supports the Council's responsibilities as a Registered Provider of Social Housing and contributes to demonstrating compliance with:

- Housing and Regeneration Act 2008.
- Social Housing (Regulation) Act 2023.
- Regulator of Social Housing Consumer Standards.
- Tenant Satisfaction Measures requirements.
- Equality Act 2010.

The report itself does not create new statutory obligations but provides assurance regarding delivery of existing statutory and regulatory responsibilities.

YES	**The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:**

In addition to the social housing regulatory requirements for the Council as a housing authority, the Council has a Best Value Duty, being the statutory requirement for local authorities and other public bodies defined as best value authorities in Part 1 of the Local Government Act 1999 (“the 1999 Act”) to “make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness”.

Statutory Guidance on the Best Value Duty of Local Authorities in England under section 26 of the 1999 Act remains in place, which best value authorities are required to have regard to. To provide greater clarity to the sector on how to fulfil the Best Value Duty, the statutory guidance sets out seven overlapping themes of good practice for running an authority that meets and delivers best value. These seven best value themes build on the lessons learned from past interventions and reflect what most local authorities already do or are striving to achieve. A detailed description of these themes, including characteristics of a well-functioning local authority and indicators used to identify challenges that could indicate failure, is set out within

the guidance and **Continuous Improvement** is one of the best value themes relevant to this report.

Continuous improvement is described as "*making arrangements to secure continuous improvement in performance and outcomes in relation to the exercise of all functions is a core requirement for achieving best value, and should be done whilst reflecting local priorities.*
…
Lessons learnt and the steps taken to address mistakes and poor performance should be clearly documented …"

A lack of 'good quality' data and insight to understand services is an indicator of potential failure.

This report brings a range of evidence and hard data together into a single, consolidated assessment of performance, improvement, risk and regulatory assurance providing an open and transparent approach to the provision of housing and understanding the service delivered and identifies where improvements are required.

In July 2026, the government (MHCLG) consulted on a revised (draft) Best Value Duty statutory guidance, which although it follows a similar format to the guidance published in May 2024 does have some differences. The outcome of the consultation is not yet known but within the draft there is a greater emphasis on the use of data to manage risk, benchmark against similar authorities and support performance improvement, help target self-improvement activity in line with local needs, and support conversations with other authorities, on best practice and learning. Further updates on the guidance will be provided as it develops.

FINANCE AND OTHER RESOURCE IMPLICATIONS

The report itself has no direct financial implications.

The report summarises activity already funded through approved Housing Revenue Account budgets and existing service resources.

Future improvement activity identified within the report, including Housing Improvement and Delivery Plan actions, system implementation, workforce development and service improvement programmes, will be managed through established budget-setting, HRA business planning and governance arrangements. The recently approved Housing Service restructure will provide additional capacity to strengthen performance, assurance and improvement activity as the new arrangements are implemented.

The Council will also explore whether appropriately governed artificial intelligence tools can assist with summarising and identifying themes across the underlying data. Any use would remain subject to information governance, data protection, security, transparency and human validation requirements; accountability for the accuracy and interpretation of the report would remain with officers.

YES	**The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:**

Although there are no significant comments over and above those set out elsewhere within this report, it is worth highlighting that the opportunity to strengthen the links between key housing

activities (such as the Housing Improvement and Delivery Plan, stock investment priorities, regulatory compliance and service improvement objectives) and the Council's wider financial governance arrangements will be explored as part of providing an overall 'corporate' assurance approach.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	A) The Council has an adopted 30-year Housing Revenue Account Business Plan. The report provides assurance that Housing Revenue Account resources continue to be aligned with the Housing Improvement and Delivery Plan, stock investment priorities, regulatory compliance and service improvement objectives. B) The report demonstrates strengthened governance and assurance arrangements through the Housing Improvement Board, Internal Audit, performance monitoring, Tenant Panel/tenant scrutiny and corporate oversight. C) The report demonstrates how performance information, complaints learning, tenant feedback, benchmarking, service reviews and assurance activity are being used to identify improvement opportunities and support more effective service delivery.
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks, including; and	
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	

MILESTONES AND DELIVERY

Following consideration by Cabinet:

- The detailed report will be published as part of the Council's housing assurance framework.
- A concise public-facing snapshot will be produced for tenants and the wider public under the delegated authority agreed by Cabinet, highlighting the principal themes, risks, strengths and areas requiring improvement.
- Findings will inform Housing Improvement and Delivery Plan delivery and service planning during 2026/27.
- Progress will continue to be monitored through the Housing Improvement Board, Tenant Panel and established performance arrangements.
- The additional capacity created through the Housing Service restructure will be implemented to support performance, assurance and improvement activity.
- The annual reporting format will be reviewed after its first year and refined in light of tenant feedback, regulatory expectations, comparative practice and improved data maturity.

- The potential for appropriately governed artificial intelligence to assist with summarising data and identifying themes will be explored, with officer oversight and validation retained.

ASSOCIATED RISKS AND MITIGATION

Key risks identified within the report include:

- Data quality, completeness and assurance.
- Repairs performance and customer satisfaction.
- Complaints handling and customer experience.
- Workforce capacity, recruitment and timely implementation of the revised structure.
- Delivery of the Housing Improvement and Delivery Plan.
- Implementation of new systems.
- Regulatory compliance and inspection readiness.
- The volume and complexity of information obscuring the principal assurance messages for different audiences.
- Any future use of artificial intelligence producing incomplete or inaccurate summaries if not subject to appropriate governance and human validation.

Mitigation measures include strengthened governance, performance monitoring, risk management, tenant scrutiny, workforce development and continued delivery of the Housing Improvement and Delivery Plan. A layered reporting approach will retain the detailed evidence required for Cabinet and the Regulator while providing tenants and the wider public with a concise, balanced summary. Any use of artificial intelligence will be subject to information governance, data protection, security, transparency and officer validation requirements.

EQUALITY IMPLICATIONS

In line with the Public Sector Equality Duty, the Council will have due regard to the need to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations.

The report highlights progress made in improving understanding of tenants' diverse needs and strengthening equality information.

Implementation of the Understanding Diverse Needs Framework, improved tenant profiling, accessibility improvements and targeted engagement activity support compliance with the Equality Act 2010 and Public Sector Equality Duty.

The report identifies further opportunities to strengthen equality analysis and understanding of outcomes across tenant groups during 2026/27.

SOCIAL VALUE CONSIDERATIONS

The report demonstrates social value through:

- Increased tenant influence and engagement.
- Improved support for vulnerable tenants.
- Homelessness prevention activity.

- Community safety and neighbourhood management initiatives.
- Workforce development.
- Improved accessibility and inclusion.

IMPLICATIONS RELATED TO DEVOLUTION AND/OR LOCAL GOVERNMENT REORGANISATION

On 29 October 2026, a ministerial statement was made about the LGR review confirming the Government has concluded that the LGR policy, including the decision criteria, is robust. Ministers will then confirm final decisions late in 2026 or very early 2027 for the county areas where previous decisions have been withdrawn. They may make decisions for some of these areas before others. All areas will have an opportunity to make representations following those minded to decisions and prior to legislation being laid. The implementation timetable will be the same for all 20 areas: shadow elections in May 2028 and vesting day on 1 April 2029.

This proposal is not impacted by MHCLG's latest announcement, as whilst local government reorganisation continues to evolve, the Council remains responsible for fulfilling its regulatory responsibilities as a Registered Provider of Social Housing and its Best Value Duty.

The governance, assurance and improvement arrangements described within this report support continued improvement, compliance and service resilience throughout any future period of organisational change.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2050

The report itself has no direct carbon reduction implications.

However, improved stock condition information and future asset investment planning support the Council's longer-term objectives relating to energy efficiency, sustainability and housing asset management.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	The report highlights activity relating to neighbourhood management, anti-social behaviour, domestic abuse, safeguarding and partnership working, all of which contribute to safer and more resilient communities.
Health Inequalities	The report identifies work undertaken to support vulnerable tenants, improve accessibility and strengthen understanding of diverse needs, which contributes positively to reducing inequalities.
Subsidy Control (the requirements of the Subsidy Control Act 2022 and the related Statutory Guidance)	The recommendations contained within this report relate to performance, assurance and governance arrangements and do not involve

	the provision of financial assistance or subsidy. Therefore, no subsidy control implications have been identified.
Area or Ward affected	All

PART 3 – SUPPORTING INFORMATION

BACKGROUND

Following completion of the Consumer Standards self-assessment and development of the Housing Improvement and Delivery Plan, the Council committed to strengthening its annual assurance arrangements and reporting framework.

The Annual Housing Improvement, Performance & Assurance Report provides the Council's first consolidated annual assessment of performance, assurance, governance and improvement activity. Tenant Satisfaction Measures form the golden thread, linking tenants' experience to management information, complaints learning, audit activity, tenant scrutiny, service reviews and Housing Improvement and Delivery Plan monitoring. This reflects the dual purpose of the national TSM framework: enabling tenants to scrutinise landlord performance and providing regulatory intelligence on delivery of the Consumer Standards.

There is no single prescribed model for presenting this wider assurance information. Sector practice includes detailed committee reports showing trends, targets and national benchmarking alongside shorter, themed public summaries. The Council will adopt that layered approach: retaining a detailed evidence base for Cabinet and the Regulator while producing an accessible tenant-facing snapshot. The balance and presentation will be reviewed after this first year and refined as comparative data and organisational experience develop.

PREVIOUS RELEVANT DECISIONS

- Approval of the Housing Improvement and Delivery Plan.
- Approval of the Housing Strategy.
- Annual Tenant Satisfaction Measures reporting arrangements.
- Annual Housing Complaints and Service Improvement reporting arrangements.

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

- Housing Improvement and Delivery Plan.
- Annual Tenant Satisfaction Measures Report 2025/26.
- Annual Complaints and Service Improvement Report 2025/26.
- Housing Strategy.
- Relevant Internal Audit reports.
- Regulator of Social Housing Consumer Standards.

APPENDICES
• **Appendix A – Annual Housing Improvement, Performance & Assurance Report 2025/26**

REPORT CONTACT OFFICER(S)	
Name	**Damian Williams**
Job Title	**Corporate Director (Operations & Delivery)**
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Tendring
District Council



ANNUAL HOUSING IMPROVEMENT, PERFORMANCE & ASSURANCE REPORT

2026

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1 EXECUTIVE SUMMARY

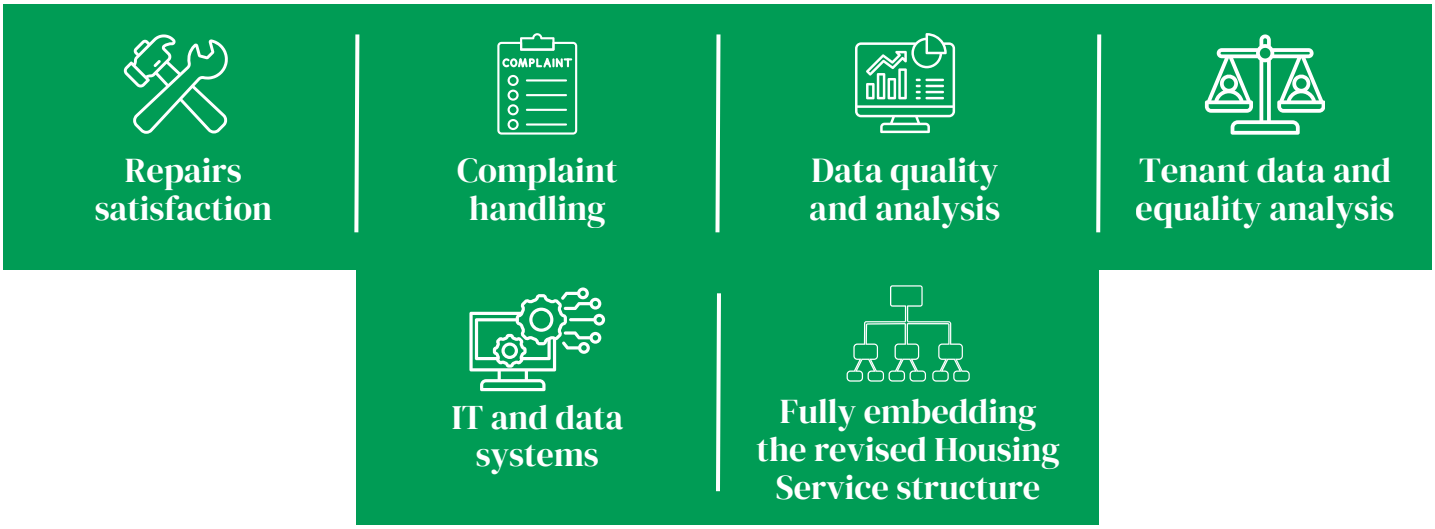
This report explains how the Council's housing services performed and improved during 2025/26. It covers progress against the Housing Improvement Plan (HIP), key service priorities and the work under way to ensure full compliance with Social Housing's Consumer Standards.

During the year, the Council strengthened oversight of housing services, improved the way performance and risks are checked, gave tenants more opportunities to influence decisions and continued to improve compliance with the Consumer Standards.

KEY ACHIEVEMENTS:

- Completion of a comprehensive Consumer Standards self-assessment and implementation of a three-year Housing Improvement Plan.
- Strengthening governance and assurance through the Housing Improvement Board, enhanced performance reporting and Internal Audit and externally commissioned reviews.
- Expansion of tenant engagement, influence and scrutiny through the Tenant Panel, Reading Group, Diverse Needs Group, Service Assessors and wider engagement activity.
- Development of an Understanding Diverse Needs Framework and supporting action plan, helping improve understanding of tenant needs, equality data and service accessibility.
- Progression of workforce development and organisational readiness to support implementation of the Competence and Conduct Standard.
- Introduction of new and revised policies, action plans and position statements.

Where further improvement is needed:



A NOTE ON IT AND DATA SYSTEMS:

Two separate programmes are planned. The first will introduce a system for monitoring housing safety and compliance. The second will review and introduce a wider Housing Management System or platform. Its intended benefits—more reliable information and better-coordinated services—have therefore not yet been achieved.

The Council also initiated an evidence-led strategy for the future delivery of HRA responsive repairs and maintenance.

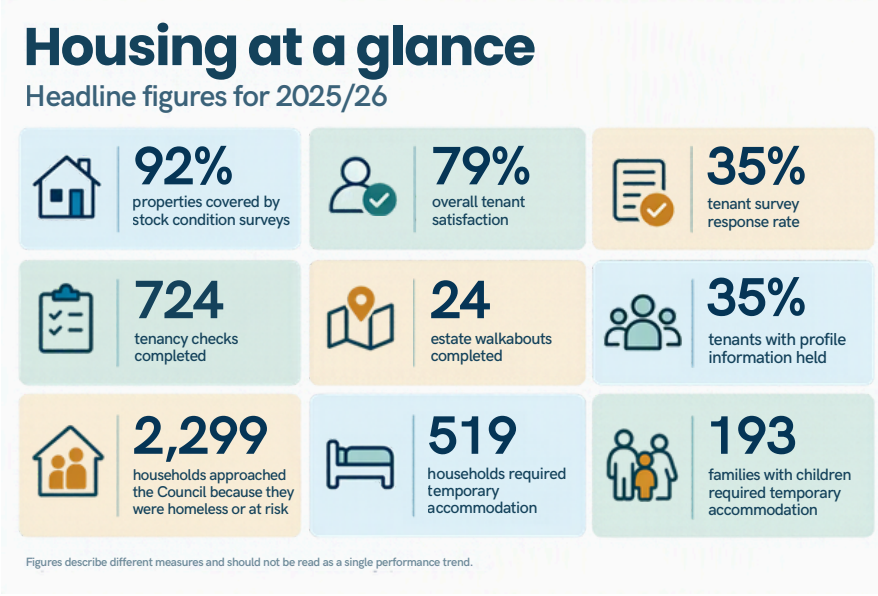
OVERALL ASSESSMENT:

The Housing Service built stronger foundations for compliance and improvement during 2025/26. However, more work is needed before these changes consistently result in a better day-to-day service for every tenant.

PRIORITIES FOR 2026/27

1. Strengthen data and assurance
2. Introduce a housing safety and compliance system
3. Improve tenant satisfaction
4. Complete the service restructure
5. Prepare for the Competence and Conduct Standard
6. Continue delivering the Housing Improvement Plan & Delivery

WHAT STILL NEEDS TO IMPROVE:



Tenants will judge progress by their everyday experience—whether repairs are completed properly, communication is clear, concerns are resolved and support is available. Repairs satisfaction, complaints handling and communication remain priorities. Assurance for the Safety & Quality Standard is still developing. The activity in this report does not yet prove that repairs are quicker, repeat failures have fallen or fewer tenancies have been lost. Further performance results and tenant feedback will be needed.

WHAT THIS MEANS FOR OUR TENANTS

The aim of this work is simple: to improve tenants' homes, neighbourhoods and everyday experience of Council services. The main intended benefits are a stronger tenant voice, better information about the condition of homes, clearer and more accessible communication, and earlier support when people need it.

Tenants have contributed to policy reviews, service standards, procurement and improvement priorities through the Tenant Panel and wider involvement arrangements. The completion of 724 tenancy checks and 24 estate walkabouts has provided further opportunities to raise concerns directly and identify where action or support is needed. Accessible formats, translation and interpretation arrangements are helping tenants obtain information and participate in ways that meet their needs.

Stock condition surveys covering 92% of properties provide a stronger basis for identifying maintenance requirements and directing future investment towards evidenced needs and risks. Improved tenancy information, early intervention and partnership working support more targeted assistance to help tenants remain in their homes. Better neighbourhood information also supports coordinated responses to local concerns.

2 PORTFOLIO HOLDER FOREWORD



I am pleased to present this report on the progress made during 2025/26 to provide safe, good-quality housing services that focus on tenants' needs.

This has been a year of significant change. The Housing Service has responded to new regulatory expectations while keeping tenants at the centre of its work. We have strengthened oversight, improved the way we check performance and risk, expanded opportunities for tenants to influence decisions and set out a clear programme of improvement through the Housing Improvement Plan.

One of the areas I am most proud of is the progress made in strengthening tenant engagement and influence. Through the Tenant Panel, specialist scrutiny groups, Reading Group, Diverse Needs Group, Service Assessors and wider engagement activity, more tenants are helping to shape decisions and influence service improvements. We have also continued to improve our understanding of tenants' diverse needs, helping us ensure services are fair, accessible and responsive to the communities we serve.

The report sets out the progress made and is open about the areas that still need attention, particularly repairs satisfaction, complaints handling, data quality and new housing systems.

In 2026/27, we will continue to meet the Consumer Standards, improve performance and focus on better outcomes for tenants. This includes embedding the new Housing Service structure, progressing the two housing system programmes, improving satisfaction and ensuring tenants' unfiltered views continue to shape services.

There is more to do, but the work completed during 2025/26 provides a stronger foundation for the next stage of improvement.

I would like to thank tenants, Members, staff and partners for their continued support and contribution to this very important work.

Councillor Andy Baker - Portfolio Holder for Housing and Planning

3 KEY MESSAGES AND ASSURANCE POSITION

OVERALL POSITION:

The Council strengthened housing governance, assurance and tenant influence during 2025/26. The Executive Summary provides the headline achievements, challenges and 2026/27 priorities; the sections that follow set out the supporting evidence, assurance positions and planned actions.

4 STRATEGIC CONTEXT

4.1 NATIONAL & REGULATORY CONTEXT

The Consumer Standards provide the framework against which social landlords are assessed and form the basis of the Council's Housing Improvement Plan and assurance arrangements.

The five Consumer Standards are:

1. **Safety & Quality –** Safe, well-maintained homes.
2. **Transparency, Influence & Accountability –** Fair treatment and tenant influence.
3. **Neighbourhood & Community –** Safe and well-managed neighbourhoods.
4. **Tenancy –** Effective tenancy management and sustainment.
5. **Competence & Conduct –** Skilled and professional housing services.

During 2025/26, the Council has continued to strengthen compliance through delivery of the Housing Improvement Plan, enhanced governance and assurance arrangements, improved performance monitoring and increased opportunities for tenant influence and scrutiny.

4.2 LOCAL STRATEGIC CONTEXT

The Housing Improvement Plan sits alongside the Council's Housing Strategy and wider corporate priorities and provides the framework for driving improvement across housing services.

During the reporting period, the Housing Service has focused on service improvement, governance and assurance, tenant influence, understanding diverse needs, workforce readiness and implementation of key transformation programmes.

Together, these activities support the Council's ambition to deliver safe homes, effective services, strong communities and positive outcomes for tenants whilst maintaining compliance with the Consumer Standards.



5 GOVERNANCE, ASSURANCE & TENANT INFLUENCE

5.1 GOVERNANCE STRUCTURE

Strong governance arrangements provide oversight of the Housing Improvement Plan, service performance and compliance with the Consumer Standards.

The Housing Improvement Board provides strategic oversight of improvement activity, risk, performance and regulatory compliance. The Board receives regular updates on Housing Improvement Plan delivery, consumer regulation, performance trends, complaints learning and emerging risks, enabling timely challenge and intervention where required.

Additional oversight is provided through Cabinet, governance and scrutiny arrangements, Internal Audit, externally commissioned reviews and performance reporting to senior leadership teams.

Together, these arrangements support effective monitoring of performance, risk and improvement activity, whilst helping ensure the Council remains prepared for regulatory inspection and ongoing compliance requirements.

5.2 ASSURANCE FRAMEWORK

The Council has continued to strengthen its assurance framework during 2025/26 to provide greater confidence regarding compliance, performance and service improvement.
Key sources of assurance include:



The Housing Service has contracted with Housemark to strengthen comparative performance analysis and provide an additional source of external assurance and challenge.

During 2025/26, focus has been placed on strengthening data quality, assurance reporting and policy governance. A significant programme of policy and strategy review has supported compliance with the Consumer Standards and helped ensure housing policies remain aligned with legislative, regulatory and organisational requirements.

5.3 DATA QUALITY, VALIDATION AND ASSURANCE

Overview:
Improving the quality, accuracy and reliability of housing data has been a significant area of focus throughout 2025/26. Reliable data is fundamental to effective service delivery, regulatory compliance, performance management and informed decision-making.

Progress During 2025/26:

- Continued implementation of the Data Quality Framework.
- Development of validation and assurance processes.
- Improved quality assurance arrangements for key housing datasets.
- Enhanced oversight of performance and compliance information.
- Increased focus on tenant profiling and equality data.
- Identification and resolution of data quality issues through ongoing validation activity.



Assurance and Improvement

High-quality data is critical to effective service delivery, regulatory compliance and understanding outcomes for tenants. Improved validation and assurance arrangements are increasing confidence in performance reporting, customer insight, compliance information and service planning. Data quality remains a key priority within the Housing Improvement Plan and will continue to support regulatory readiness and implementation of the new housing management system.

Key priorities for 2026/27

- Continue implementation of the Data Quality Framework.
- Improve data completeness, accuracy and consistency.
- Support implementation of the new housing management system.
- Improve tenant profiling, equality information and performance reporting.

5.4 TENANT INFLUENCE

Tenant insight forms part of the assurance framework and is considered alongside performance, complaints and regulatory evidence. Section 7.1 explains the involvement routes, examples of influence and areas where clearer evidence of outcomes is still needed.

6 PROGRESS AGAINST THE HOUSING IMPROVEMENT PLAN (HIP)

6.1 HIP DELIVERY OVERVIEW

The Housing Improvement Plan brings together the actions needed to strengthen compliance, performance and tenant outcomes. The assurance summary below records progress and the remaining priorities for each Consumer Standard.

6.2 CONSUMER STANDARDS – ASSURANCE SUMMARY

The table below summarises assurance positions, key progress achieved during 2025/26 and priorities for 2026/27 across each Consumer Standard.

Consumer Standard	Assurance Position	Key Progress During 2025/26	Key Priorities for 2026/27
Safety & Quality	Developing Assurance	Strengthened compliance governance, specialist compliance roles in structure, stock condition intelligence improved through a large-scale stock condition survey (92% of properties) and enhanced contractor performance monitoring introduced.	Whilst Safety & Quality remains a significant area of focus, the Housing Improvement Plan includes a comprehensive programme of activity to strengthen data quality, compliance assurance, stock intelligence and long-term asset management.
Transparency, Influence & Accountability	Moderate to High	Tenant scrutiny expanded through the Tenant Panel, Reading Group, Diverse Needs Group and Service Assessors; governance and tenant engagement strengthened.	Broaden representation, strengthen equality analysis and demonstrate impact of tenant feedback.
Neighbourhood & Community	Moderate to High	Enhanced neighbourhood insight, stronger partnership working and improved responses to ASB, Domestic Abuse and community safety issues.	Strengthen neighbourhood intelligence, equality analysis and outcome monitoring.
Tenancy	Moderate	Improved tenancy sustainment activity, tenancy checks, enhanced understanding of tenant needs and strengthened support arrangements.	Deliver tenancy agreement review, strengthen tenancy sustainment toolkit and improve analysis of outcomes across tenant groups.
Competence & Conduct	Developing Assurance	Workforce planning, mandatory training programme, specialist recruitment and transition planning completed.	Implement qualification pathways, strengthen workforce capacity and embed competence assurance arrangements.

CROSS-CUTTING ASSURANCE THEMES

Corporate Governance, Assurance & Safeguarding - Moderate Assurance

Strengthened governance arrangements, Housing Improvement Board oversight, Internal Audit assurance and enhanced performance monitoring have increased confidence in the Council's ability to monitor compliance, manage risk and deliver continuous improvement. Priorities for 2026/27 include continued development of assurance frameworks, improved data quality and implementation of the new housing management system.

Difference made for tenants:

The Housing Improvement Plan and Delivery brings improvement activity into a single programme, helping keep attention on the condition of homes, service quality and tenants' priorities. Stock condition surveys covering 92% of properties strengthen the evidence for maintenance and investment decisions, but do not by themselves demonstrate that repairs are quicker or homes are safer. Safety & Quality assurance remains developing.

7 KEY SERVICE IMPROVEMENT THEMES

7.1 TENANT INVOLVEMENT AND INFLUENCE

Overview

Tenant involvement and influence remains a key source of assurance, challenge and service improvement. Opportunities for tenants to influence decision-making, scrutinise performance and contribute to service improvement have expanded during 2025/26. Tenant feedback, the unfiltered voice and lived experience continue to inform priorities, performance monitoring and service improvement.

TENANT PANEL, SUBGROUPS AND ENGAGEMENT OPPORTUNITIES

The Tenant Panel is the Council's principal tenant scrutiny body. Wider involvement routes include specialist scrutiny groups, the Reading Group, Diverse Needs Group, Service Assessors, estate walkabouts, sheltered housing meetings and engagement events, allowing a broader range of tenants to influence decisions and service improvement.

724 Tenancy Checks

24 Estate walkabouts

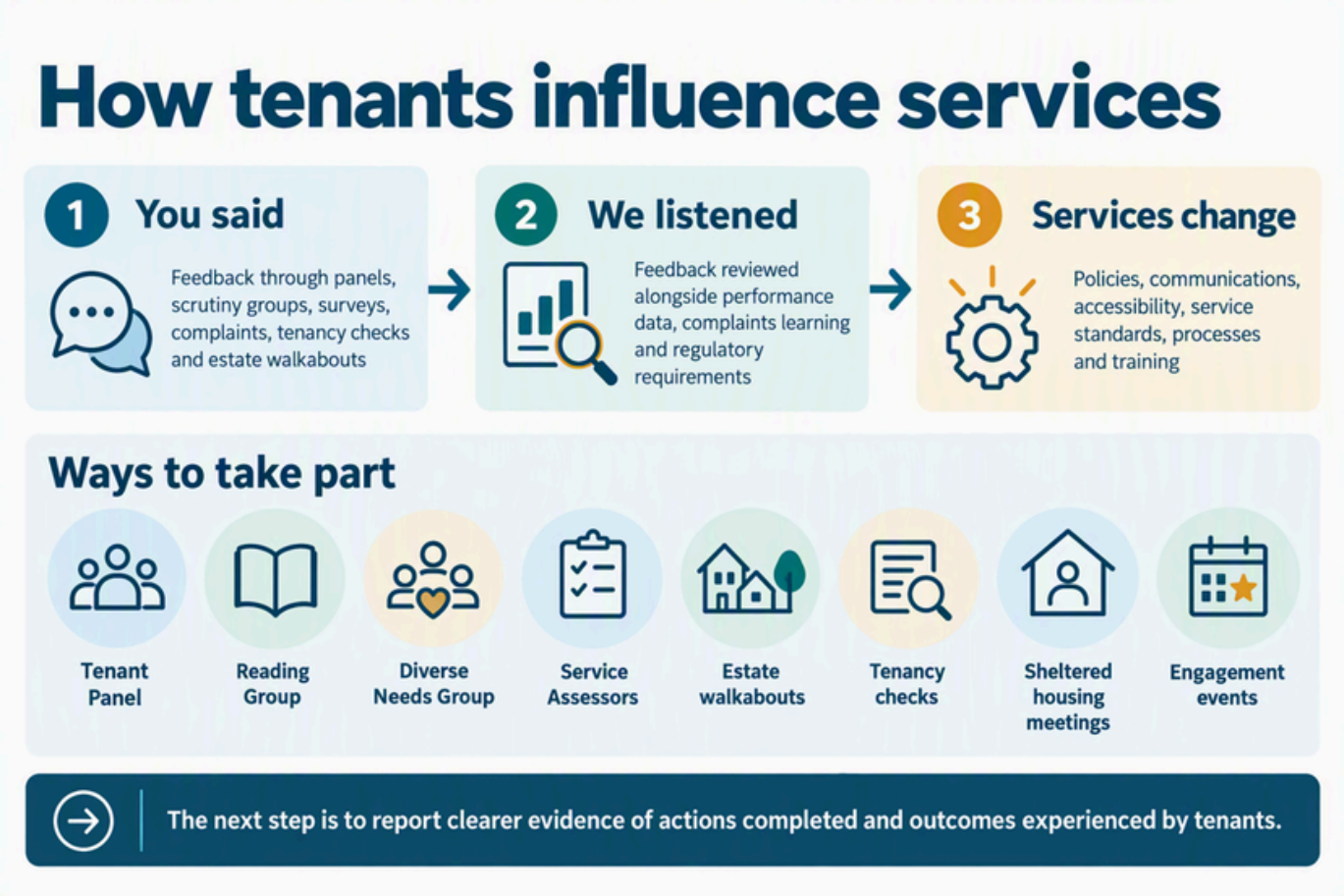
During the year, the Housing Service completed 724 tenancy checks and 24 estate walkabouts, providing valuable opportunities to gather tenant feedback and identify improvement priorities.





Feedback:

Feedback gathered through tenancy checks, estate walkabouts, Tenant Satisfaction Measures (TSMs), complaints and engagement activity continues to inform service planning and Housing Improvement Plan priorities.



The Council has continued to strengthen its approach to demonstrating how tenant feedback influences decisions and service improvements. Examples include:

- Development of the Understanding Diverse Needs Framework and supporting action plan.
- Improvements to tenant communications and accessibility arrangements.
- Service improvements arising from complaints learning and TSM feedback.
- Ongoing review of policies, strategies and tenant-facing documents through tenant involvement mechanisms.



REPRESENTATION, INCLUSION AND ACCESSIBILITY

A significant focus during the year has been improving representation and ensuring tenant involvement opportunities are accessible and inclusive. Emphasis has been placed on engaging tenants with diverse needs and protected characteristics through targeted engagement, accessible communication, translation services, alternative formats and the establishment of the Diverse Needs Group.

Tenant profiling, equality information and engagement feedback are increasingly being used to identify under-represented groups and reduce barriers to participation.

IMPACT OF TENANT INFLUENCE

Tenant influence is increasingly embedded within housing governance and service improvement arrangements. During the year, tenants have contributed to policy reviews, performance scrutiny, complaints learning, service standards, procurement activity and development of key improvement plans and customer surveys. Feedback from tenants has also helped shape priorities relating to repairs, complaints, communication, neighbourhood services and understanding diverse needs.

This provides assurance that tenants are not only being consulted but are actively influencing decisions and helping drive continuous improvement across Housing.

DIFFERENCE MADE FOR TENANTS:

Tenants have more opportunities to shape policies, service standards and improvement priorities, rather than only being asked for views after decisions are made. Tenancy checks and estate walkabouts provide additional opportunities to raise concerns about homes and neighbourhoods. Reporting specific changes and resolutions arising from this feedback will make the impact of involvement clearer.







7.2 UNDERSTANDING DIVERSE NEEDS, EQUALITY DATA AND FAIRNESS OF OUTCOMES

Overview

Improving understanding of tenants' diverse needs has been a significant focus during 2025/26. Activity has focused on strengthening tenant profiling, improving equality information, analysing customer insight and developing a more structured approach to understanding outcomes and accessibility across housing services.

UNDERSTANDING DIVERSE NEEDS FRAMEWORK

During the reporting period, the Housing Service developed an Understanding Diverse Needs Framework and supporting action plan to strengthen understanding of tenant needs and improve the accessibility, fairness and effectiveness of services.

The framework provides a structured approach to understanding tenant needs and supports delivery of the Consumer Standards, Equality Act duties and wider service improvement objectives.

Progress has included:

- Development of a dedicated Diverse Needs Action Plan.
- Improved governance and oversight arrangements.
- Increased focus on equality considerations within service reviews.
- Establishment of the Diverse Needs Group to provide tenant insight and challenge.
- Greater integration of diverse needs considerations into service planning and improvement activity.

TENANT PROFILING AND EQUALITY DATA

Improving the quality and completeness of tenant information has been a key priority throughout the year.

Information gathered through tenancy checks, CORE data collection, tenant engagement activity and service interactions has helped improve understanding of:

- Household composition.
- Disability and health-related needs.
- Age-related support requirements.
- Communication and accessibility needs.
- Vulnerability and tenancy sustainment risks.

Improved tenant profiling supports more informed decision-making, targeted support and greater confidence that services meet the needs of different tenant groups. Profile information is now held for approximately 35% of tenants.

FAIRNESS OF OUTCOMES AND TSM ANALYSIS

The Council has continued to strengthen its use of performance information, Tenant Satisfaction Measures (TSMs), complaints data and tenant insight to better understand customer experience and identify any differences in outcomes across tenant groups.

Analysis undertaken during the year identified some variation in satisfaction levels between different groups of tenants, including younger tenants, disabled tenants and residents living in certain property types. This information is helping inform service improvement activity and prioritisation of resources.

Alongside TSM analysis, complaints learning, tenancy checks and engagement feedback are increasingly being used to identify trends, understand inequalities and ensure improvement activity is targeted where it will have the greatest impact.

ACCESSIBILITY AND INCLUSIVE SERVICES

The accessibility of services and communications continues to improve through:



Alternative formats and accessible communication options.



Translation and interpretation services.



Targeted engagement with tenants who may face barriers to participation.



Improved consideration of accessibility within service design and policy development.

These arrangements help ensure tenants are able to access information, influence decisions and receive services in ways that meet their individual needs.

DIFFERENCE MADE FOR TENANTS

Alternative formats, translation and interpretation give tenants more ways to understand information, access support and take part in decisions. Better information about individual communication and support needs provides a basis for tailoring services. With profile information held for approximately 35% of tenants, further work is needed before the Council has a comprehensive picture of needs and can consistently demonstrate the impact of these arrangements.

KEY PRIORITIES FOR 2026/27

1. Improve equality and profiling information.
2. Further embed the Understanding Diverse Needs Framework and Action Plan.
3. Strengthen understanding of outcomes and experiences across tenant groups.
4. Ensure services remain fair, accessible and responsive to all tenants.

7.3 NEIGHBOURHOOD & COMMUNITY (ANTI-SOCIAL BEHAVIOUR [ASB], HATE INCIDENTS, DOMESTIC ABUSE [DA], NEIGHBOURHOOD MANAGEMENT [NM] AND PARTNERSHIP WORKING)

Overview

The Housing Service continues to strengthen neighbourhood management, anti-social behaviour (ASB), domestic abuse, hate incidents and community safety services. Tenancy checks, estate inspections, partnership working and targeted interventions have improved neighbourhood insight and supported safe, well-managed communities.

ANTI-SOCIAL BEHAVIOUR, HATE INCIDENTS AND NEIGHBOURHOOD MANAGEMENT

Services continue to be delivered in line with ASB and Hate Incident policies, supported by partnership working and regular review of performance and case outcomes.

During the year, improvements have focused on:

- ✓ Strengthening neighbourhood insight through tenancy checks and estate walkabouts.
- ✓ Enhancing responses to ASB and community concerns.
- ✓ Improving case monitoring and reporting.
- ✓ Increasing partnership working with Community Safety, Police and external agencies.
- ✓ Using local intelligence to identify emerging neighbourhood issues and target interventions.



The introduction of revised neighbourhood management categories has also improved understanding of local environmental and community issues, enabling a more targeted response to concerns raised by tenants.

DOMESTIC ABUSE AND SUPPORT FOR VULNERABLE TENANTS

The introduction of revised neighbourhood management categories has also improved understanding of local environmental and community issues, enabling a more targeted response to concerns raised by tenants.

Supporting vulnerable tenants remains a key priority. During the year, the Council continued to strengthen its response to domestic abuse through dedicated support arrangements, staff training and partnership working.

Work has also continued through the Cuckooing Project and wider safeguarding activity to identify and support tenants at risk of exploitation, abuse or vulnerability. These arrangements support a preventative and person-centred approach to tenancy sustainment and community wellbeing.

PARTNERSHIP WORKING

The Housing Service works with statutory, voluntary and community partners to coordinate complex cases, share information and provide targeted support on community safety, safeguarding and vulnerability.

NEIGHBOURHOOD INSIGHT AND ENGAGEMENT

Neighbourhood information gathered through tenancy checks, estate walkabouts, tenant feedback, complaints, TSMs and community engagement activity is helping the Council better understand differing experiences and outcomes across neighbourhoods and tenant groups, enabling more targeted interventions and service improvements.



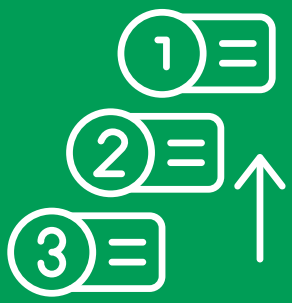
Community events and engagement activity have also provided opportunities for tenants to raise concerns, access support and influence local priorities.

Difference made for tenants:

Concerns raised through estate walkabouts, tenancy checks and other contact are helping the Council target neighbourhood action and coordinate support with partners. This provides a stronger basis for responding to anti-social behaviour and environmental concerns. Evidence of resolved cases, reduced repeat incidents and tenants' experience of the response is needed to demonstrate the resulting improvement in neighbourhoods.

Key priorities for 2026/27

- Improve neighbourhood intelligence and outcome reporting.
- Continue to strengthen responses to ASB, hate incidents and domestic abuse.
- Strengthen partnership working, community engagement and preventative interventions.
- Improve understanding of outcomes across neighbourhoods and tenant groups.





8 TENANCY, SUSTAINMENT & SUPPORT

Overview

The Council continues to strengthen tenancy management and tenancy sustainment arrangements, recognising that successful tenancies support positive tenant outcomes, stable communities and effective housing services. During 2025/26, activity focused on early intervention, understanding tenant circumstances and providing appropriate support to help sustain tenancies.

TENANCY SUSTAINMENT AND EARLY INTERVENTION

A programme of tenancy checks, support activity and early intervention has been undertaken throughout the year to improve understanding of tenant circumstances and identify issues that may affect tenancy sustainment.

This approach has helped improve understanding of:

- Individual tenant circumstances.
- Vulnerability and support needs.
- Financial pressures and affordability concerns.
- Property management and tenancy-related issues.
- Barriers to accessing services and support.

Information gathered through tenancy checks is increasingly used to inform support arrangements, service planning and improvement activity. The Council continues to work with partners to help tenants sustain successful tenancies and access support when required.

UNDERSTANDING TENANT NEEDS

Enhanced profiling activity, tenancy checks, CORE data collection and engagement activity have improved understanding of tenant vulnerability, support needs and individual circumstances. This information is helping the Council target support more effectively and identify risks at an earlier stage.

FAIR ACCESS TO HOUSING

The Council remains committed to ensuring housing is allocated fairly, transparently and in accordance with its housing allocation arrangements.

Ongoing review of policies, customer insight and equality information helps support fair access to housing and provides assurance that allocation decisions are based on identified need and applied consistently. Work to improve understanding of tenant needs and outcomes will continue to strengthen the evidence available to support equitable access to housing services.

Allocations and lettings outcomes are reviewed alongside equality information and customer insight to help ensure fair access to housing and support equitable outcomes.



SUPPORT FOR VULNERABLE TENANTS

Supporting vulnerable tenants remains a priority across all housing services. During the year, housing teams have continued to work closely with partner organisations and support agencies to provide advice, assistance and targeted interventions for tenants facing financial hardship, safeguarding concerns, domestic abuse, health issues or wider vulnerabilities.

This collaborative approach helps tenants maintain successful tenancies whilst ensuring support is available when needed.

TENANCY AGREEMENT REVIEW

During the reporting period, preparation commenced for a comprehensive review of the Council's tenancy agreement and associated tenancy framework.

The review will ensure tenancy arrangements remain aligned with current legislation, regulatory expectations, organisational priorities and the evolving needs of tenants. Tenant involvement will form an important part of the review process and help strengthen clarity, improve accessibility and ensure tenants clearly understand their rights, responsibilities and the support available to them.

DIFFERENCE MADE FOR TENANTS

Tenancy checks and targeted support provide opportunities to identify financial pressures, support needs and tenancy difficulties earlier, so help can be offered before problems escalate. The tenancy agreement review is intended to make rights, responsibilities and available support clearer, with tenant involvement in the process. The report does not yet quantify how many tenancies have been sustained as a result of this work.

KEY PRIORITIES FOR 2026/27

1. Deliver the tenancy agreement review.
2. Strengthen tenancy sustainment and early intervention arrangements.
3. Improve understanding of tenant needs and outcomes.
4. Continue targeted support for vulnerable tenants.



9 HOUSING NEED, HOMELESSNESS & ROUGH SLEEPING

Overview

The Housing Improvement Plan supports the Council's wider Housing Strategy and Homelessness & Rough Sleeping Strategy, which seek to improve housing outcomes, prevent homelessness, support vulnerable households and ensure housing services remain responsive to changing needs and demand.

During 2025/26, homelessness and temporary accommodation pressures continued both locally and nationally. The Council has therefore maintained a strong focus on prevention, early intervention and tenancy sustainment, recognising the significant impact homelessness can have on individuals, families and local communities.

STRATEGIC CONTEXT AND EMERGING CHALLENGES

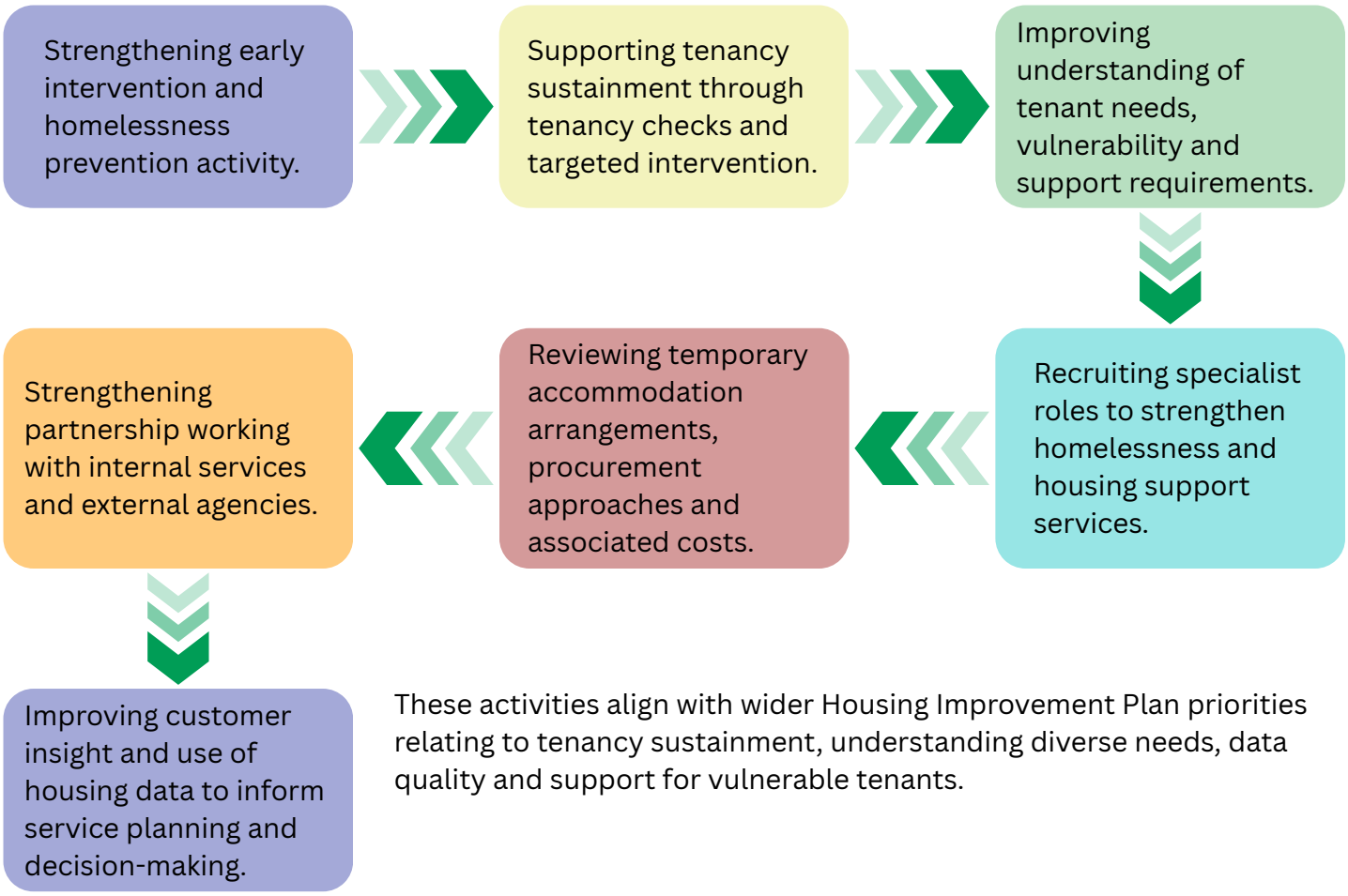


During the year, 2,299 households approached the Council because they were homeless or at risk of homelessness. Of these, 519 households required temporary accommodation, including 193 families with children.

Demand for temporary accommodation has increased significantly in recent years, resulting in growing service pressures and increased financial costs. The Council recognises the importance of preventing homelessness wherever possible, reducing reliance on temporary accommodation and ensuring households receive timely and appropriate support.

A Homelessness & Rough Sleeping Strategy 2026-2031 has been adopted, establishing a clear framework for prevention, partnership working and support for tenants experiencing housing difficulties.

PROGRESS DURING 2025/26



These activities align with wider Housing Improvement Plan priorities relating to tenancy sustainment, understanding diverse needs, data quality and support for vulnerable tenants.

SUPPORTING VULNERABLE HOUSEHOLDS

The Council recognises that homelessness prevention is closely linked to tenancy sustainment, safeguarding, financial wellbeing and early support. Work undertaken during the year has sought to identify risks earlier and provide targeted support to households facing housing difficulties before homelessness occurs.

Emphasis has been placed on supporting households experiencing vulnerability, domestic abuse, financial hardship, poor health or other factors that may increase the risk of homelessness.

DIFFERENCE MADE FOR TENANTS AND HOUSEHOLDS SEEKING HELP:

Stronger links between tenancy support and homelessness prevention are intended to help people address housing difficulties earlier and, where possible, remain in their homes. For households who need accommodation, the review of temporary accommodation arrangements is intended to improve available provision. Demand figures show the scale of pressure, not the number of households whose homelessness has been prevented; prevention outcomes are needed to demonstrate the impact.

KEY PRIORITIES FOR 2026/27

- Deliver the Homelessness & Rough Sleeping Strategy 2026-2031.
- Strengthen homelessness prevention and early intervention activity.
- Reduce reliance on temporary accommodation and improve available provision.
- Reduce reliance on temporary accommodation and improve available provision.

10 PERFORMANCE, COMPLAINTS AND SERVICE IMPROVEMENT

Overview

Detailed performance information is reported separately through the Annual Housing Report, Annual Complaints Report and Annual TSM Report. During 2025/26, performance information, tenant feedback, complaints learning and Tenant Satisfaction Measures (TSMs) have continued to support service improvement, performance management and regulatory assurance.

TENANT SATISFACTION MEASURES (TSMS)

TSMs continue to provide valuable insight into tenant experience and service quality. The 2025/26 TSM survey achieved a response rate of 35%, with overall tenant satisfaction reported at 79%. Results during the year indicated positive performance in key areas including customer service, fairness and respect, and value for money.No previous-year comparison is provided in this report, so the 79% overall satisfaction result should not be interpreted as evidence of an increase in satisfaction.

The survey also identified areas requiring further improvement, particularly repairs satisfaction, complaints handling and communication. Analysis of the results has helped the Council better understand differences in outcomes experienced by certain tenant groups and has informed targeted improvement activity. TSM results are regularly reviewed by management teams, the Tenant Panel and the Housing Improvement Board, ensuring that tenant feedback directly influences improvement priorities.



COMPLAINTS LEARNING AND SERVICE IMPROVEMENT

The Council remains committed to using complaints as a source of learning and service improvement. During the year, further work has been undertaken to strengthen complaints handling processes, improve governance arrangements and embed learning across housing services.

Complaint themes are reviewed regularly and used alongside performance information, tenant feedback and service reviews to identify improvement opportunities. Learning arising from complaints has informed changes to service standards, communications, operational processes and staff development activity.

PERFORMANCE MANAGEMENT AND ASSURANCE

Performance information is routinely reviewed through service management arrangements, the Housing Improvement Board, tenant scrutiny and Member reporting. This helps identify emerging issues and target improvement activity. During the year, emphasis has been placed on strengthening performance reporting, data quality and regulatory assurance.

KEY SERVICE IMPROVEMENTS

Examples of improvements informed by performance information, complaints and tenant feedback include:

- Improvements to communications and accessibility.
- Enhanced complaints handling and learning arrangements.
- Improved approaches to understanding diverse needs and customer experience.
- Strengthened performance reporting informed by TSM feedback and tenant scrutiny.

DIFFERENCE MADE FOR TENANTS:

Complaints and survey feedback have informed changes to communications, service standards, processes and training, giving tenants' experiences a practical role in service improvement. The intended benefit is clearer communication and fewer recurring problems. Faster complaint resolution and fewer repeat failures are not yet demonstrated, and repairs satisfaction, complaints handling and communication remain priorities.

KEY PRIORITIES FOR 2026/27

- Improve tenant satisfaction, particularly in repairs and complaints handling.
- Strengthen complaints learning and service improvement activity.
- Enhance performance reporting, data quality and assurance arrangements.
- Improve understanding of customer experience and outcomes across different tenant groups.



11 WORKFORCE, CAPACITY AND COMPETENCE

Overview

During 2025/26, the Housing Service continued to strengthen workforce capacity, capability and resilience to support delivery of the Housing Improvement Plan and prepare for implementation of the Competence & Conduct Standard. A skilled and appropriately resourced workforce remains fundamental to delivering safe, effective and tenant-focused services.

HOUSING SERVICE REVIEW AND RECRUITMENT

A key area of focus this year has been delivering and embedding the revised Housing Service structure and strengthening capacity in priority service areas.

This has included recruitment to specialist and leadership roles to strengthen service delivery, regulatory assurance and workforce capacity across key service areas.

Whilst progress has been made, recruitment and retention remain ongoing priorities and work will continue during 2026/27 to ensure sufficient capacity is available across all service areas.

WORKFORCE DEVELOPMENT AND TRAINING

The Council has continued to invest in workforce development through structured training, professional development and mandatory learning programmes.

Activity during the year included review of workforce skills and qualifications, delivery of mandatory training, professional development and preparation for Competence & Conduct qualification requirements.

These activities help ensure staff have the skills, knowledge and behaviours required to deliver high-quality housing services.

COMPETENCE & CONDUCT READINESS

Significant preparatory work has been undertaken to support implementation of the Competence & Conduct Standard to ensure the Housing Service has the skills, knowledge, qualifications and behaviours required to deliver safe, effective and tenant-focused services.

A structured transition programme has been developed to support qualification requirements, workforce development and ongoing competence assurance. Work has included identifying staff within scope of the Standard, reviewing qualification requirements and establishing arrangements for monitoring progress and compliance.

The Council remains committed to ensuring staff are supported to achieve the required professional standards and qualifications within the implementation timescales.



Culture, Values and Continuous Improvement

Alongside workforce development activity, work has continued to strengthen organisational culture, accountability and continuous improvement arrangements.

The Housing Improvement Plan, strengthened governance arrangements, complaints learning, tenant feedback and performance monitoring continue to support a culture of learning, accountability and professionalism. This helps ensure tenant experience remains central to decision-making and service improvement.

Difference made for tenants:

Investment in specialist capacity, training and professional development is intended to support a more consistent, knowledgeable and coordinated housing service. Recruitment and implementation remain ongoing, so these measures are foundations for better service rather than evidence that tenants already receive quicker responses or more consistent resolutions.

Key priorities for 2026/27

1. Complete recruitment to key posts.
2. Continue implementation of the Competence & Conduct transition programme.
3. Deliver qualification pathways and workforce development plans.
4. Strengthen competence assurance arrangements & embed the revised Housing Service structure.

12 FINANCIAL POSITION AND RESOURCES

Overview

The Council continues to manage Housing Revenue Account (HRA) resources to support delivery of safe, effective and sustainable housing services. Financial planning and investment decisions are aligned to the Housing Improvement Plan, regulatory requirements and wider housing priorities. During 2025/26, investment has supported compliance, service improvement, workforce development, tenant engagement, digital transformation and preparation for implementation of the Competence & Conduct Standard.

HOUSING INVESTMENT AND ASSET MANAGEMENT

Investment continues in the maintenance, safety and improvement of the Council's housing stock. A significant stock condition survey programme has improved understanding of housing condition, future investment needs and asset performance. This evidence is supporting future investment planning and a more informed approach to asset management.

FINANCIAL SUSTAINABILITY

Financial planning balances investment in service improvement and regulatory compliance with the long-term sustainability of the Housing Revenue Account. Resources are monitored against identified risks, priorities and improvement objectives.

FINANCIAL ASSURANCE

The Housing Revenue Account remains financially sustainable and continues to support delivery of key housing priorities, including compliance with the Consumer Standards, investment in housing assets and delivery of the Housing Improvement Plan. Detailed financial performance is reported separately through the Council's HRA and corporate financial reporting arrangements.

DIFFERENCE MADE FOR TENANTS:

Better information about housing condition helps the Council plan maintenance and investment around evidenced needs and risks. Aligning resources with these priorities supports the long-term upkeep of tenants' homes. The report does not quantify additional works completed or savings achieved as a result of the survey programme, so its immediate benefit is a stronger basis for investment decisions.

KEY PRIORITIES FOR 2026/27

- Support delivery of the Housing Improvement Plan.
- Invest in implementation of the new housing management system.
- Maintain investment in compliance, safety and housing assets.
- Support workforce development and Competence & Conduct readiness.

13 RISK MANAGEMENT AND ASSURANCE

Overview

The Council continues to manage Housing Revenue Account (HRA) resources to support delivery of safe, effective and sustainable housing services. Financial planning and investment decisions are aligned to the Housing Improvement Plan, regulatory requirements and wider housing priorities. During 2025/26, investment has supported compliance, service improvement, workforce development, tenant engagement, digital transformation and preparation for implementation of the Competence & Conduct Standard.

KEY RISKS

The principal risks monitored through the Housing Improvement Board included:

- Workforce capacity and recruitment.
- Data quality and performance information.
- Procurement and implementation of the new housing management system.
- Repairs performance and tenant satisfaction.
- Complaints handling and customer experience.
- Compliance assurance and regulatory readiness.
- Delivery of Housing Improvement Plan priorities.

These risks are subject to regular review and are supported by mitigation plans, performance monitoring and governance oversight arrangements.

TENANCY FRAUD PREVENTION

The Council continues to maintain arrangements for the prevention, identification and investigation of tenancy fraud, helping to protect housing resources and ensure properties are occupied by those entitled to them. Intelligence gathered through tenancy checks, service delivery, data analysis and partnership working supports the identification of potential cases and informs appropriate investigation activity.

ASSURANCE POSITION

Assurance is obtained through governance oversight, Internal Audit, Consumer Standards self-assessment, performance monitoring, tenant scrutiny, complaints learning and risk management activity. Together, these arrangements provide confidence in compliance, service performance and delivery of improvement priorities whilst ensuring emerging risks and areas for improvement are identified and addressed.

DIFFERENCE MADE FOR TENANTS:

Monitoring risks relating to repairs, complaints, capacity and compliance helps keep potential service failures visible and provides a route for corrective action. Tenancy fraud prevention also helps protect homes for those entitled to occupy them. These arrangements support accountability but do not remove the outstanding risks or replace the need to demonstrate better service outcomes.

14 RELATED HOUSING ASSURANCE AND PERFORMANCE DOCUMENTS

Report	Purpose	Link
Annual Housing Report	Detailed housing management, compliance and operational performance information	Annual Housing report 2025-2026
Annual Complaints Performance Report	Complaints performance, learning and Ombudsman compliance	Annual complaints and service improvement report (2025/26)
Annual TSM Report	Annual TSM Report	Tendring DC TSM survey 2025-26 report v2 (1).pdf
Audit Report	Internal audit, assurance findings and improvement actions	Insert Link
Housing Improvement Plan and Delivery	Detailed improvement actions, milestones, ownership, monitoring arrangements and supporting evidence	Insert Link

15

APPENDICES

APPENDIX A - HOUSING IMPROVEMENT AND DELIVERY ACTION PLANS

Consumer Standard action plans supporting delivery of the Housing Improvement Plan

APPENDIX B - COMPETENCE AND CONDUCT PLAN

Workforce competence, capability, qualifications and professionalisation plan supporting delivery of the Competence & Conduct Standard







CABINET

13 NOVEMBER 2026

REPORT OF THE PORTFOLIO HOLDER FOR HOUSING & PLANNING

A.4 ADOPTION OF THE CONSERVATION AREA CHARACTER APPRAISALS AND MANAGEMENT PLANS FOR ST OSYTH AND MANNINGTREE & MISTLEY

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

- To present the final St Osyth and Manningtree & Mistley Conservation Area Character Appraisal and Management Plans, following consultation and amendment.
- To seek Cabinet's approval for the adoption of these documents as material planning considerations for the purposes of informing planning decisions and the future management of the conservation areas.
- To complete the Council's programme of reviewing Conservation Area Character Appraisals and Management Plans for all twenty conservation areas in the District, in accordance with the objectives of the Tendring Heritage Strategy.

EXECUTIVE SUMMARY

Tendring's Heritage Strategy (2020) identified the preparation and adoption of updated Conservation Area Character Appraisals and Management Plans for all 20 conservation areas within the District as a key priority, including the five conservation areas identified on Historic England's Heritage at Risk Register.

This report presents the final two appraisals and management plans within that programme, covering St Osyth and Manningtree & Mistley. Both documents have been prepared and refined through extensive engagement with local communities and stakeholders, including a series of public consultations undertaken between 2022 and 2026. Consultation responses have informed revisions to the appraisal documents and, where appropriate, proposed changes to the conservation area boundaries.

The updated appraisals provide an evidence-based assessment of the significance, character and appearance of the conservation areas and identify opportunities to preserve and enhance their special interest. Once adopted, they will become material planning considerations, helping to inform planning decisions and guide future management of these important heritage assets.

Adoption of these documents will mark the completion of a key objective of the Heritage Strategy, with all 20 of Tendring's conservation areas benefitting from updated character appraisals and management guidance.

Officers therefore recommend that Cabinet adopts the St Osyth and Manningtree & Mistley Conservation Area Appraisals and Management Plans.

RECOMMENDATION(S)

It is recommended that Cabinet:

(a) notes the outcome of the public consultation exercises summarised in this report; and

(b) formally adopts the St Osyth Conservation Area Character Appraisal and Management Plan and the Manningtree & Mistley Conservation Area Character Appraisal and Management Plan (including revised conservation area boundaries where applicable).

REASON(S) FOR THE RECOMMENDATION(S)

To progress projects specifically identified in the Council's Heritage Strategy.

ALTERNATIVE OPTIONS CONSIDERED

To not formally adopt the Conservation Area Character Appraisal and Management Plans. To take this approach would mean that the Council could not give weight to the updated Conservation Area Character Appraisals and Management Plans as a material consideration in planning decisions. The Council's ability to conserve and enhance the District's historic environment would be reduced.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Having up-to-date Conservation Area Character Appraisals and Management Plans will assist in the preparation of the emerging Local Plan and in the determination of planning applications within the District's conservation areas. The review of the Local Plan is identified as a priority within the Corporate Plan (Our Vision) 2024-2028. Following consultation on Issues and Options and Preferred Options, Members have agreed to publish the Submission Version of the Local Plan for a final six-week consultation prior to its submission for independent examination.

The proposed adoption of the St Osyth and Manningtree & Mistley Conservation Area Character Appraisals and Management Plans also supports a number of wider priorities within the Corporate Plan. By identifying and celebrating the special historic and architectural interest of these areas, the documents contribute towards the priority of promoting our heritage offer, attracting visitors and encouraging them to stay longer. They also support championing our local environment by providing a framework for preserving and enhancing the District's historic built environment and local distinctiveness.

The preparation of the appraisals has involved engagement with local communities, residents, amenity groups and other stakeholders, supporting the Council's commitment to community leadership and to listening to and delivering for our residents and businesses. The documents will help ensure that future change within the conservation areas is managed in a way that

reflects local character and community aspirations, thereby contributing towards pride in our area and services to residents.

Adoption of these documents will also deliver a key objective of the Tendring Heritage Strategy by completing the programme of reviewing the Conservation Area Character Appraisals and Management Plans for all twenty conservation areas within the District.

OUTCOME OF CONSULTATION AND ENGAGEMENT (including with the relevant Overview and Scrutiny Committee and other stakeholders where the item concerns proposals relating to the Budget and Policy Framework)

The St Osyth Conservation Area Character Appraisal and Management Plan has been the subject to two rounds of public consultation. Consultation documents were made available on the Council's website, at the Council Offices, and at public libraries throughout the consultation periods. In addition, a public drop-in event was held at St Osyth Village Hall on 18 July 2022 to enable residents and stakeholders to discuss the draft appraisal and provide feedback.

The Manningtree & Mistley Conservation Area Character Appraisal and Management Plan has been subject to three rounds of public consultation. Consultation documents were likewise made available on the Council's website, at the Council Offices, and at public libraries throughout the consultation periods. A public drop-in event was held at Foundry Court on 20 October 2022 in support of the initial consultation exercise.

Comments received through the consultation processes have informed revisions to both appraisals and management plans prior to their presentation for adoption. Further details of the consultation exercises undertaken, the representations received, and the Council's response to those representations are set out in Part 3 – Supporting Information.

LEGAL REQUIREMENTS (including legislation & constitutional powers)

Is the recommendation a Key Decision (see the criteria stated here)	**NO**	**If Yes, indicate which by which criteria it is a Key Decision**	☐ **Significant effect on two or more wards** ☐ **Involves £100,000 expenditure/income** ☐ **Is otherwise significant for the service budget**
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	

The Council has statutory duties in relation to the designation and management of conservation areas under the Planning (Listed Buildings and Conservation Areas) Act 1990. In particular, Sections 69 and 71 require local planning authorities to review conservation areas from time to time and formulate and publish proposals for their preservation and enhancement.

The National Planning Policy Framework (NPPF) recognises that 'heritage assets are an irreplaceable resource' and states that they should be 'conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of existing and future generations.'

The conservation area character appraisals and management plans form part of the evidence base for understanding the significance of heritage assets and provide a framework for their preservation and enhancement. Once adopted, they will be material considerations in the determination of planning applications affecting the conservation areas and will assist the Council in meeting its statutory and policy responsibilities.

Yes	**The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:**

No further comments to add to the contents of the report.

FINANCE AND OTHER RESOURCE IMPLICATIONS

The preparation of the St Osyth and Manningtree & Mistley Conservation Area Character Appraisals and Management Plans has been led by Tendring District Council Officers, with specialist heritage advice and support provided by Essex County Council Place Services through a Service Level Agreement. The work has been undertaken within existing approved budgets.

The adoption of the appraisals and management plans does not give rise to any immediate additional financial commitments for the Council. Any future projects or management plan actions requiring specific funding will be subject to separate consideration and the appropriate decision-making processes.

The adoption of up-to-date Conservation Area Character Appraisals and Management Plans will strengthen the Council's evidence base for heritage-led projects and may assist in securing external funding for conservation, regeneration and heritage initiatives within the District. Potential sources of funding include:

- National Lottery Heritage Fund;
- Section 106 Agreements and other developer contributions, where appropriate; and
- Historic England grant programmes and partnership initiatives.

Yes	**The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:**

No further comments to add to the contents of the report.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	The production of the Conservation Area Character Appraisals and Management Plans has been funded through pre-approved budgets. Adoption of these documents will place the Council in a stronger position to work with partners and pursue external funding opportunities for heritage-related projects and initiatives within the District.
B) Governance:how the body ensures that it makes informed decisions and properly manages its risks, including; and	The review of the Tendring Conservation Area Character Appraisals and Management Plans forms a key action from the Tendring Heritage Strategy 2020. Decisions regarding the preparation, consultation and progression of the documents have been taken in accordance with the Council's Constitution. Draft appraisals were considered by the Planning Policy and Local Plan Committee and Cabinet before being subject to public consultation. This report seeks Cabinet approval to adopt the final documents following consideration of consultation responses and subsequent amendments.
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	The updated Conservation Area Character Appraisals and Management Plans will support effective and consistent planning decision-making by providing an up-to-date assessment of the special architectural and historic interest of St Osyth and Manningtree & Mistley. Once adopted, they will provide an important evidence base to inform decisions on planning applications, appeals and future planning policy affecting the conservation areas and their settings.

MILESTONES AND DELIVERY

See background below.

ASSOCIATED RISKS AND MITIGATION

The adoption of the Conservation Area Character Appraisals and Management Plans supports the Council's statutory duties in relation to the preservation and enhancement of conservation areas and reduces the risk of heritage significance being diminished through inappropriate change. The documents provide an up-to-date evidence base for planning decisions and heritage management activities. Failure to adopt the documents would result in reliance on older evidence and guidance and could reduce the effectiveness of decision-making affecting the conservation areas.

EQUALITY IMPLICATIONS

The recommendations in this report are intended to benefit residents, businesses, visitors and community groups by supporting the preservation and enhancement of the historic environment

in St Osyth and Manningtree & Mistley. The Conservation Area Character Appraisals and Management Plans provide guidance on the management of the built environment and do not have any direct adverse impacts on individuals or groups with protected characteristics. No specific equality implications have been identified as a result of the recommendations contained within this report.

SOCIAL VALUE CONSIDERATIONS

There is a growing body of evidence demonstrating the positive contribution that heritage can make to wellbeing, quality of life and a sense of place. People who engage with and visit heritage sites often report higher life satisfaction and community connection. The Conservation Area Character Appraisals and Management Plans help to identify and protect the special historic character of St Osyth and Manningtree & Mistley, enabling these heritage assets to continue contributing to the social, cultural and economic life of the District.

IMPLICATIONS RELATED TO DEVOLUTION AND/OR LOCAL GOVERNMENT REORGANISATION

On 7th September 2026, the Secretary of State for Housing, Communities and Local Government announced in Parliament that a review of the Local Government Reorganisation programme was commencing and that the decision made in March 2026 for Greater Essex (and other areas) had been withdrawn in light of new legal advice. Following this announcement, local authorities received correspondence from the Minister of Housing, Communities and Local Government requesting that until this review has concluded, Councils cease work on implementing the decisions that have previously been announced. The timetable for completion of the review is unknown at this time.

This proposal is not impacted by MHCLG's request, as it relates to the Council's ongoing statutory responsibilities for the preservation and enhancement of conservation areas. The adoption of the Conservation Area Character Appraisals and Management Plans provides planning and heritage guidance for the future management of the District's historic environment and does not prejudice or depend upon any future arrangements arising from Local Government Reorganisation.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2050

The appraisal and management plans support the sensitive maintenance, adaptation and reuse of existing historic buildings, helping to maximise the use of existing built assets and reduce the need for demolition and rebuilding where appropriate.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	Heritage assets can be vulnerable to criminal damage, neglect and unauthorised alterations. By identifying the special historic and architectural interest of St Osyth and Manningtree & Mistley, the Conservation Area Character Appraisals and Management Plans

	help inform their protection, management and enhancement.
Health Inequalities	There is a growing body of evidence demonstrating the role heritage can play in supporting mental wellbeing and physical health. People who visit heritage sites have reported higher life satisfaction and happiness, together with lower anxiety. Across Essex, organisations such as Active Essex and Healthy Life Essex promote healthy lifestyles and activities. Tendring's heritage assets provide opportunities for walking, recreation and engagement with the historic environment. Heritage Trails have already been established in Harwich and Dovercourt, Frinton-on-Sea, Clacton-on-Sea, Jaywick Sands and Walton-on-the-Naze, helping to encourage participation in outdoor activity supporting wider health and wellbeing benefits.
Subsidy Control (the requirements of the Subsidy Control Act 2022 and the related Statutory Guidance)	The recommendations contained within this report do not involve the provision of a subsidy and therefore have no implications under the Subsidy Control Act 2022.
Area or Ward affected	St Osyth Conservation Area and Manningtree & Mistley Conservation Area

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The Tendring Heritage Strategy was adopted by the Council in April 2020 and includes a range of actions to protect, promote and celebrate the District's historic environment. One of its key priority actions is the preparation and adoption of Conservation Area Character Appraisals and Management Plans for all of Tendring's conservation areas, including those identified on Historic England's Heritage at Risk Register and those not considered to be at risk.

This report seeks the adoption of the St Osyth and Manningtree & Mistley Conservation Area Character Appraisals and Management Plans. Adoption of these documents will complete the Council's programme of reviewing the Conservation Area Character Appraisals and Management Plans for all twenty conservation areas within the District.

The St Osyth Conservation Area Character Appraisal and Management Plan was initially consulted on between July and August 2022. Following consideration of consultation responses, amendments were made to both the appraisal and proposed conservation area boundary, resulting in a further focussed consultation between September and October 2025.

The Manningtree & Mistley Conservation Area Character Appraisal and Management Plan, was consulted upon between October and November 2022, followed by a focused consultation between September and November 2025. Given the significance of comments received and the proposed amendments to the appraisal and conservation area boundary, a further focused consultation was undertaken between May and June 2026.

Consultation responses have informed amendments to the documents, and the final versions are now presented for adoption.

SCOPE OF THE DOCUMENTS AND RESULTS OF THE PUBLIC CONSULTATION ON THE CONSERVATION AREA APPRAISALS

The Conservation Area Character Appraisals and Management Plans describe the historic development, special architectural and historic interest, character and appearance of the conservation areas. They identify designated and non-designated heritage assets, assess significance, review conservation area boundaries, highlight issues affecting the conservation areas and set out opportunities and management proposals to support their preservation and enhancement.

St Osyth

The 2022 consultation generated a range of comments relating to historical accuracy, factual corrections and updates to local information, management proposals, Article 4 Directions, the conservation area boundary and various typographical and mapping matters. Consultees also highlighted opportunities to strengthen the management plan, particularly in relation to the treatment of negative or detracting elements within the conservation area.

Following consideration of these comments, Officers undertook a further review of the conservation area and appraisal documents. This resulted in revisions to the proposed conservation area boundary, detailed in the St Osyth Boundary Revision 2025 document at Appendix C, together with amendments to the appraisal and management plan. The principal boundary revision proposed a reduction in the area of St Osyth Creek included within the conservation area, in order to provide a more robust boundary focused on the area's special architectural and historic interest and to support its effective management. Separately, a mapping anomaly affecting land west of St Osyth Priory was identified and corrected.

Given the significance of proposed amendments, a further focused consultation was undertaken in 2025. No comments were received during this consultation.

A schedule of representations received and the Council's response to those representations is set out in Appendix B.

Manningtree and Mistley

Across the 2022, 2025 and 2026 consultation exercises, a range of comments were received from residents, stakeholders and statutory consultees. Key issues raised included conservation area boundary changes, the identification of positive and negative buildings, the treatment of open spaces and landscape features, the significance of specific historic buildings and sites, and the accuracy of historical information contained within the appraisal. Particular attention was given to the proposed treatment of Trinity Fields, the extent of the conservation area

around Mistley Park, and the contribution made by landscape features and historic open spaces to the character of the area.

Following consideration of consultation responses received in 2022, Officers reviewed the conservation area boundary and appraisal documents. This resulted in amendments to the appraisal text, mapping and assessments of significance, together with a number of proposed revisions to the conservation area boundary, as detailed in the boundary revision document at Appendix F.

The focused consultation undertaken in 2025 generated further comments on a number of proposed boundary changes, particularly in relation to the boundary around Mistley Park. Following further assessment of those representations and the proposed boundary revisions, Officers proposed additional amendments to the boundary, detailed in Appendix H. These changes were published for consultation in 2026, together with updates to the appraisal document and mapping.

The final focused consultation in 2026 primarily generated comments relating to factual accuracy, building classifications, heritage protection, references to traditional architectural design and further updates to local historical information. Following review of these representations, Officers have proposed a number of additional minor amendments where appropriate.

Schedules of representations received and the Council's responses to those representations are set out in Appendices E, G and I.

PREVIOUS RELEVANT DECISIONS

Planning Policy and Local Plan Committee – 19 October 2021
Recommendation to Cabinet to publish the St Osyth Conservation Area Character Appraisal and Management Plan for public consultation.

Cabinet – 12 November 2021
Approval to publish the St Osyth Conservation Area Character Appraisal and Management Plan for public consultation.

Planning Policy and Local Plan Committee – 11 May 2022
Recommendation to Cabinet to publish the Manningtree & Mistley Conservation Area Character Appraisal and Management Plan for public consultation.

Cabinet – 17 June 2022
Approval to publish the Manningtree & Mistley Conservation Area Character Appraisal and Management Plan for public consultation.

Officer Decision with Portfolio Holder concurrence – 9 September 2025
Decision to undertake focused public consultation on proposed amendments to the St Osyth and Manningtree & Mistley Conservation Area Character Appraisals and associated boundary revisions.

Officer Decision with Portfolio Holder concurrence – 27 March 2026
Decision to undertake a further focused consultation on additional amendments to the Manningtree & Mistley Conservation Area Character Appraisal and boundary revisions.

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL
None.

APPENDICES
Appendix A – St Osyth Conservation Area Character Appraisal and Management Plan (July 2025) Appendix B – St Osyth Public Consultation Comments and Actions (2022) Appendix C – St Osyth Boundary Revision (2025) Appendix D – Manningtree & Mistley Conservation Area Character Appraisal and Management Plan (July 2026) Appendix E – Manningtree & Mistley Public Consultation Comments and Actions 1 (2022) Appendix F – Manningtree & Mistley Boundary Revision 1 (2025) Appendix G – Manningtree and Mistley Public Consultation Comments and Actions 2 (2025) Appendix H – Manningtree & Mistley Boundary Revision 2 (2026) Appendix I – Manningtree and Mistley Public Consultation Comments and Actions 3 (2026)

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St Osyth Conservation Area
Character Appraisal and Management Plan

Client:
Tendring District Council

Date:
April 2025



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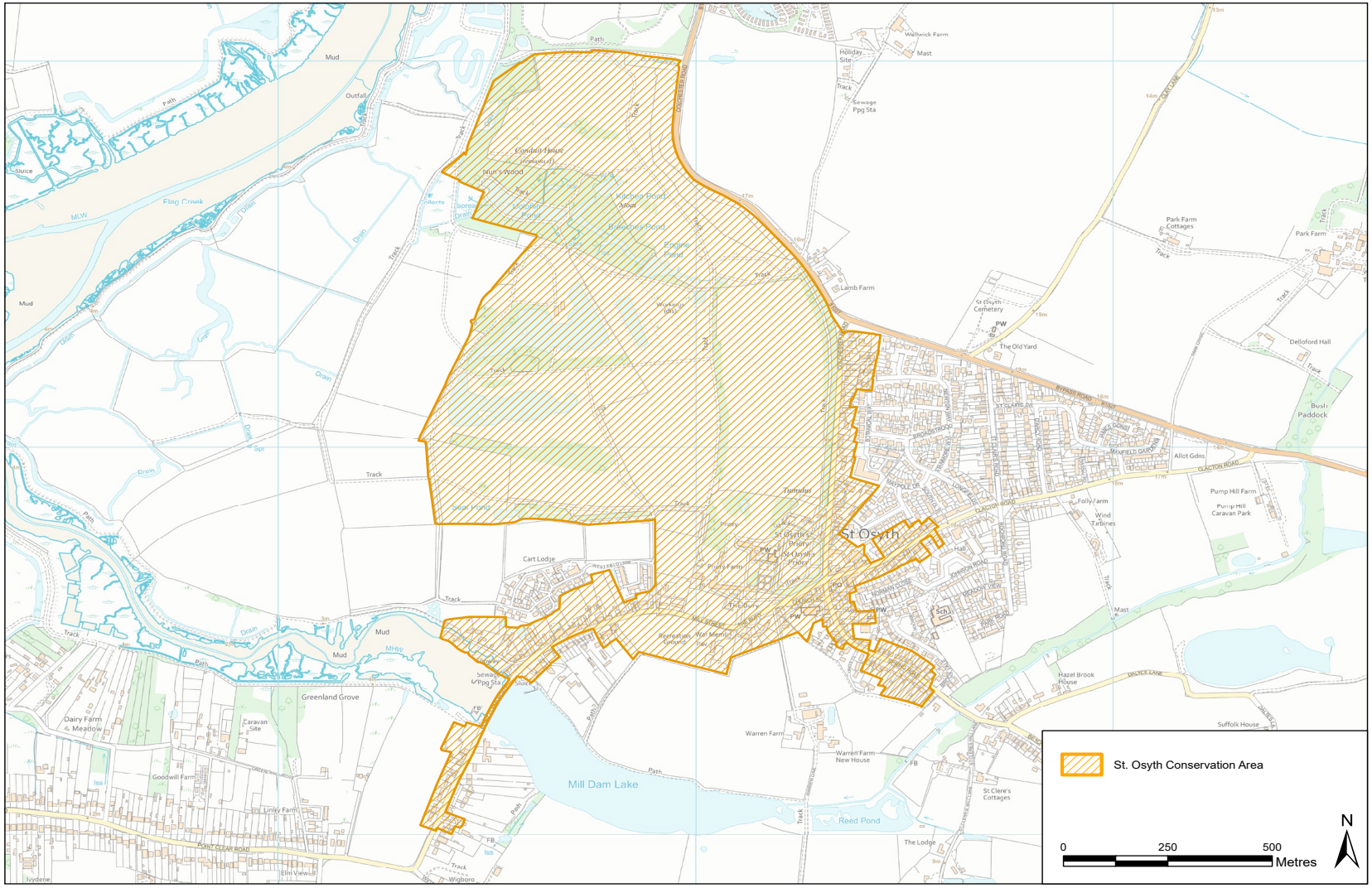


Figure 1 Map of St Osyth Conservation Area

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1. Introduction

1.1 Summary

St Osyth Conservation Area was first designated in 1969 and was amended in 1982, 1988 and 2010. It was last reviewed in 2010. It is a large and diverse Conservation Area, comprised of three distinct areas which each have their own character: St Osyth Priory, St Osyth village and St Osyth Creek. The Conservation Area draws much of its significance from St Osyth's Priory, which throughout the twelfth to sixteenth century was one of the largest religious houses in Essex until its dissolution as part of the larger suppression of the monasteries led by King Henry VIII in 1539. Much of the Priory remains, although ruinous in parts. The Priory, and its associated parkland, make up a considerable portion of the north western section of the Conservation Area.

The Priory's parkland is enclosed by urban development on its eastern and southern edges, with the centre of the St Osyth village concentrated toward the Priory's southern entrance, highlighting the strong interrelated development of the village and the Priory. The urban development within the Conservation Area focusses upon the historic core of the village which is located at the south eastern corner of the Priory's park, where Colchester Road and The Bury/Clacton Road intersect. St Peter and St Pauls Church is the focal point in this part of the Conservation Area and it is the location of former marketplace, which is reflected in its current usage and character - the village's commercial outlets are mostly located in this area.

The Conservation Area extends to the west to encompass St Osyth Creek and the surrounding marshland, once a busy port. Although much of the industry which dominated the estuary in the eighteenth and nineteenth centuries no longer exists in this area, the Creek retains a quay and a maritime appearance. Ribbon development leads along Mill Street from the Creek to the centre of the village, past the imposing Priory Gatehouse located on The Bury.

Despite modern development, the Conservation Area retains much of its historic character, the three distinct areas contribute to the legibility of the village's development from a religious centre, serviced by its estuarine location, to the village it is today.



Figure 2 View of St Osyth Creek



Figure 3 The Gatehouse, St Osth Priory

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Figure 4 St Peter and St Paul Church

The Conservation Area's historic building stock of cottages and houses, some of which are converted industrial buildings, typically date from the seventeenth century through to the late nineteenth century, interspersed in places with late medieval homes, creating an attractive, eclectic mix of architectural styles and contributing to the historic character of the Conservation Area which has, in part, not changed since the sixteenth century.

1.2 Conserving Tendring's Heritage

Tendring Council appointed Place Services to prepare a Conservation Area Appraisal for St Osyth. The document is provided as baseline information for applicants to consider when designing or planning new development in St Osyth and provide additional context when assessing locations for potential allocations through the Local Plan. The survey of the Conservation Area took place in 2020, with follow up visits in 2021.

This report provides an assessment of the historic development and character of St Osyth and outlines its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these, along with their setting, make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Character Areas to new development, highlighting key assets of importance.

This assessment will consider how different Character Areas within St Osyth came to be developed, their building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities can be used to assess the key characteristics of each area, highlighting potential impact future developments may have upon the significance of heritage assets and the character of St Osyth. This assessment is based on information derived from documentary research and analysis of the individual Character Areas, as well as site visits undertaken in 2019 and 2020.

This assessment follows best practice guidance, including Historic England's revised Historic England Advice Note 1 for *Conservation Area Appraisal, Designation and Management* (2018) and *The Setting of Heritage Assets (2017).*

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1.3 Purpose of Appraisal

A character appraisal defines the special interest of a conservation area that merits its designation and describes and evaluates the contribution made by the different attributes of its significance.

This document should be used as a baseline to inform future development, land allocations and design with regard to the sensitivities of the historic environment and its unique character.

It is expected that applications for planning permission will also consult and follow the best practice guidance outlined in the Legislation, Policy and Guidance appendix.

Applications that demonstrate a genuine understanding of the character of a Conservation Area are more likely to produce good design and good outcomes for agents and their clients. This Appraisal will enhance understanding of St Osyth Conservation Area and its development, informing future design.

1.4 Planning Policy Context

The legislative framework for the conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular Section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and Section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas. National planning policy in relation to the conservation and enhancement of heritage assets is outlined in chapter 16 of the Government's National Planning Policy Framework (DCLG 2024).

The area of St Osyth is covered by Tendring District Council. Local planning policy is set out in the Tendring Local Plan (2007). Policies which are relevant to heritage assets include:

- Local Plan Policy EN1: Landscape Character
- Local Plan Policy QL9: Design of New Development
- Local Plan Policies EN17-20: specific to conservation areas
- Local Plan Policies EN21-25: Importance of listed buildings and the protection extended to them

Additional specific local policies relevant to the St Osyth Conservation Area include:

- EN29: Archaeology
- EN30: Historic Towns
- Policy ER31: Town Centre Hierarchy and Uses
- RA4: Housing Development within Defined Boundaries
- Policy EN27: Enabling Development
- Policy EN27a: St Osyth Priory

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2. St Osyth Conservation Area

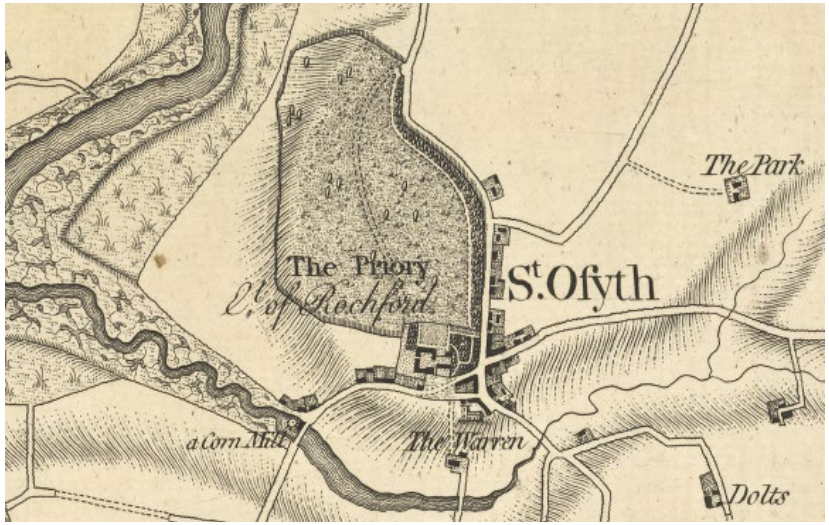


Figure 5 St Osyth as shown on the 1777 Chapman and Andre Map of Essex



Figure 6 St Osyth Creek

2.1 Context and General Character

The village of St Osyth is situated within the County of Essex and located in Tendring District, the easternmost district within the county. St Osyth is located in the south west of Tendring District, approximately three kilometres inland from the coast. Surrounded on three sides by the estuaries of the River Stour, River Colne and the North Sea, the village has a close relationship with maritime industries and transportation, which influenced its development.

St Osyth Creek, a tributary of the tidal estuary of Brightlingsea Creek, is partially included within the Conservation Area boundary, giving the south western part of the Conservation Area a maritime character.

The village is located south east of the historic settlement of Colchester and to the west of the nineteenth century seaside resort town of Clacton-on-Sea, the nearest large town by road. Although significantly closer geographically, the town of Brightlingsea has avoided close associations with St Osyth due to its separation by the tidal estuary of Brightlingsea Creek located between them. The village is largely sited on land raised above sea level, with St Osyth Creek bounding the settlement to the south, flowing westward to the sea. At the point where the settlement spans the Creek at Mill Dam, it is at sea level with a tidal barrier at the dam forming the substantial Mill Dam Lake.

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Figure 7 Clacton Road, looking toward the junction with Colchester Road and the Priory's boundary walls



Figure 8 Cottages on Spring Road

The Conservation Area includes four historic routes, which remain the principal entrances to St Osyth, in three instances the routes are named after the road connections they afforded. Colchester Road leading north out of the village continues to be the route to Colchester and onward to London. Clacton Road leads eastward to Clacton-on-Sea. Point Clear Road and Spring Road (a continuation of Colchester Road) lead west and south respectively to small coastal settlements developed in the twentieth century and low-lying coastal farmland.

Overall, the character of the Conservation Area reflects its development from an important ecclesiastical centre in the medieval period, through to a thriving market and coastal hub in the eighteenth and nineteenth century, to the tranquil village it is today. Built form and the pattern of development within the village reference not only the history and fortunes of St Osyth but country wide rises and falls in religious and agricultural affluence. Whilst St Osyth Priory occupies much of the Conservation Area's boundary, the Conservation Area encompasses more than the Priory's remains, showcasing fine examples of vernacular and formal architecture and a large number of designated and non-designated heritage assets, one of the highest concentrations in the district.

Whilst this appraisal focuses upon the area defined within the Conservation Area boundary it is important that consideration is given to St Osyth's relationship with those aspects of the wider environs and setting which contribute to its significance.

2.2 Origin and Evolution

The following section provides an overview of the history of St Osyth and the surrounding settlement. St Osyth was largely established in the medieval period, however archaeological evidence for prehistoric occupation has been identified in and around the settlement.

Prehistory: Palaeolithic to Iron Age (c.10,000 BC to 100 BC)

St Osyth's location would have been attractive for early settlers with access to the coast via waterways including St Osyth Creek which extends into the Conservation Area. Neolithic pottery has been recovered from within St Osyth's Priory, indicating some early prehistoric activity within the Conservation Area.

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Figure 9 St Osyth depicted on a stained glass window in the parish church, St Peter and St Paul.

Photo Credit: Andreas Moran, https://pravoslavie.ru/sas/image/103276/327646.p.jpg?m-time=1571412771

Cropmark analysis has identified Neolithic causewayed enclosures just north of the Conservation Area, including a possible cursus, a classification of monument which resemble ditches or trenches and are thought to have been constructed for ritualistic or ceremonial purposes. Other cropmarks identified also indicate the presence of potential long and mortuary enclosures and a circular monument, suggesting the area surrounding and including St Osyth may have formed part of an important ceremonial landscape.

A limited number of large-scale excavations have been conducted within the St Osyth Conservation Area, however excavations at Old School Chase in the south of the Conservation Area have shown the potential for Late Bronze Age/Early Iron Age features, indicating occupation during this period. The Channel 4 documentary 'Time Team' featured the village in an episode titled 'Lost Centuries of St Osyth' in 2005, which focussed on a series of mysterious upstanding timbers buried in the mud and sand of the Creek and the medieval appearance of St Osyth. Remains of Iron Age pottery has been found within the Conservation Area boundary, in the north of the area, in the Priory grounds, and beneath the Priory buildings. There are two possible tumuli (raised mounds of earth and/or stones placed above graves, also known as barrows or burial mounds) and aerial photographic evidence of a ring-ditch within the grounds of the Priory, however there is no dating evidence for these features.

Outside the Conservation Area to the south-east, an Iron Age settlement has been identified at Lodge Farm. Excavations revealed a large settlement of nineteen round houses and post-hole structures, as well as evidence of occupation from the Neolithic period, suggesting the Lodge Farm site was in continual use for much of the pre-historic age.

Roman

To the north of the Conservation Area, within the Priory grounds, is a potential Roman villa site with tessellated pavement which was discovered in 1962 near Nun's Wood. Evidence for Roman activity has also been revealed during gravel extraction within the Priory parkland, revealing a Roman ditch and burial urns. Further finds include Roman coins, recovered near St Clair's Road

Saxon and Medieval

St Osyth's Priory, village and Creek all take their name from St Osyth, a Christian martyr who is reported to have been brutally murdered by Danish marauders in 653 AD. Abbess Osyth (also spelled Osgyth, Sythe or Othith) was the daughter of the Mercian King Frithwald, the first Christian King of Essex.

Osyth's husband Sighere, King of the East Saxons, granted her the permission to establish a nunnery at Chich, of which she was the Abbess. It was here she met her fate, reportedly dying on the steps of the chapel. The site of Osyth's convent is unconfirmed, however it is believed to have been located in what is now the St Osyth's Priory's grounds, a section of which is still named Nun's Wood, north of the surviving Priory buildings.

Her death resulted in a sainthood, and there are many legends and miraculous tales associated with Osyth. Now she is mostly commemorated in the name of the village and Priory. Prior to its renaming, and in Osyth's time, the settlement was named Chich or Chicc and this is how it was recorded in the Domesday Book of 1086. Chich is thought to derive from an old English word which meant 'bend', referencing the navigation of the Creek.

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The Domesday Book records three manors in the modern-day St Osyth (one of which was owned by the Bishop of London) and a mill, probably located close to the Creek. There is no mention of a religious community at St Osyth in the Domesday book, however the records do suggest it was a thriving settlement at this stage.

The Priory was founded by Richard de Belmeis, the Bishop of London, c.1121 and became an Abbey in 1150. It was dedicated to St Peter and St Paul as well as St Osyth, which is referenced by the name of the village's parish church, St Peter and St Paul, located south of the Priory on Church Square. The church is contemporary with the founding of the Priory, dating from the twelfth century although later heavily altered and extended.

St Osyth's Priory flourished in the four centuries following its foundation, growing to be one of the most important and powerful Abbeys in the local area, owning land and a number of churches across the county and in neighbouring Kent. The Abbey complex within the Conservation Area benefited from the taxes collected by the Prior and grew accordingly, the imposing flint and stone Gatehouse marking the entrance to the Priory dates from the fifteenth century.

The Gatehouse remains largely intact and is the only section of the Priory, apart from its boundary walls and tower, that is fully visible within the public realm. The remains of the Priory are largely shielded from public view, masked by tree cover and the extensive, high boundary walls that encircle the Priory's parkland. Priory Farm, at the south western edge of the parkland, is visible as a series of ancient barns, which can be seen from Mill Street, the barn roofs visible above the site's historic flint and brick boundary wall.

The Priory and its grounds are designated as a scheduled monument and partially included within St Osyth's Priory registered park and garden; the registered parkland excludes The Bury (the road and section of green space south of the Gatehouse) and Priory Farm.

Several outbuildings and the former Priory brewhouse are included within the scheduled monument, which is Grade I listed, as well as the Gatehouse and surviving Priory buildings. The scheduling and listing grade indicate the high historic and architectural value of St Osyth Priory. The Gatehouse is considered to be one of the finest examples of monastic buildings in the country, featuring a highly decorative and intricate chequer-board pattern of ashlar, septaria and flint on its imposing, street-facing southern elevation. This chequer-board motif features across the Priory buildings, including the prominent Darcy Tower, north of the Gatehouse.

High quality materials were used in the construction of the Priory with exceptional skill, highlighting the wealth and status of the complex. Following the dissolution of the Abbey in the mid sixteenth century, the adaptation of the Priory buildings and their continual evolution also provides architectural and historic interest. Their intactness and survival, despite centuries of use and adaptation, also highlight how the Priory buildings have continued to be esteemed and held in high regard, even once their ecclesiastical function was removed.

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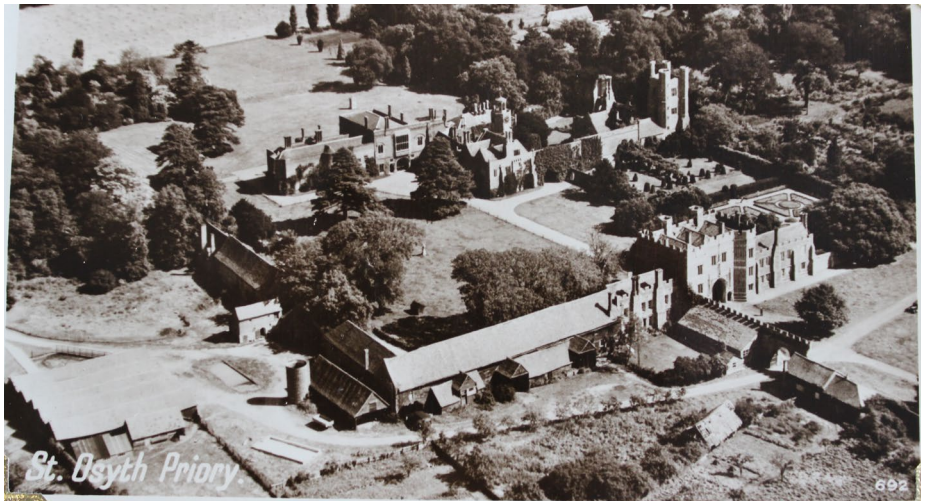


Figure 10 St Osyth Priory from above c. 1953 (Essex County Archives, D/DU 14647)

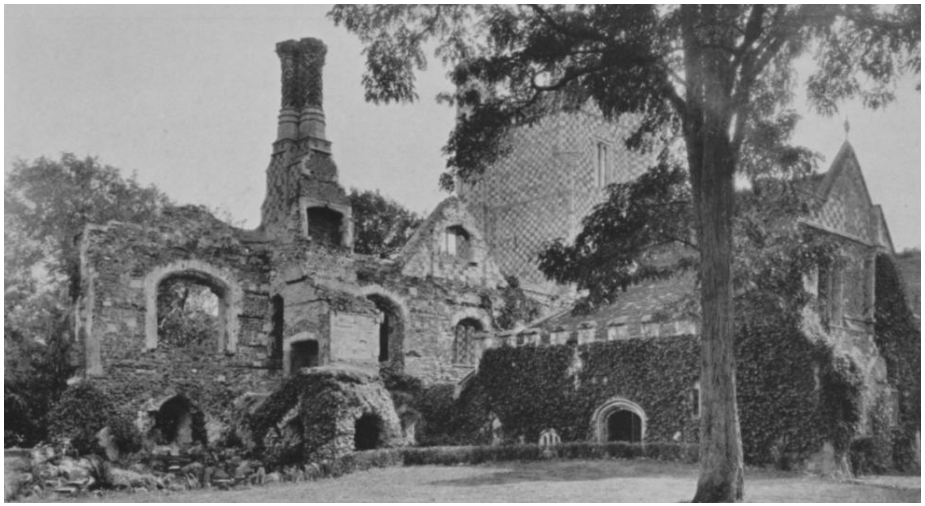


Figure 11 The Priory Tower, c. 1922 (Victoria County History: https://www.british-history.ac.uk/rchme/essex/vol3/plate-101)

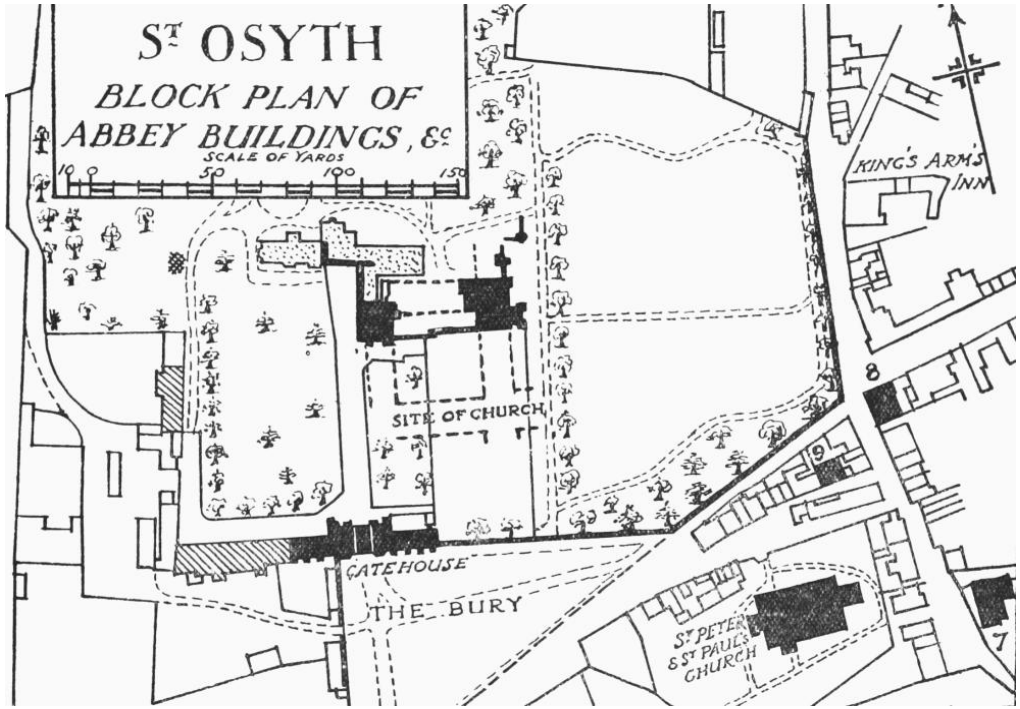


Figure 12 Block Plan of the Priory Buildings

(St. Osyth', in An Inventory of the Historical Monuments in Essex, Volume 3, North East (London, 1922), pp. 195-206. British History Online http://www.british-history.ac.uk/rchme/essex/vol3/pp195-206 [accessed 19 May 2020].

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There is an undated medieval charter which records the granting of a fair and market to the Abbey; dated records indicate there has been a market in St Osyth since at least 1189. The shape and layout of Church Square suggests it once framed a triangular marketplace, typical in layout of other medieval towns. During the medieval period the village and Priory would have been interconnected; the economy of medieval St Osyth appears to have centred on the Priory and the village's function as a market-centre for the eastern end of the Tendring peninsula. The Lay Subsidy returns of 1524 indicates St Osyth was an affluent settlement, rating in the top third of Essex settlements in terms of taxable value and the village seems to have been booming in the early 1500s, prior to the dissolution of the monasteries

Archaeological evidence suggests that the medieval town extended west of the existing village, towards the Creek. This would have given medieval St Osyth two focal points, one of which centred on the cross-roads, St Peter and St Paul's Church and the Priory, with a second focus at the quay. The quay and St Osyth Creek would have been used for a small fishing industry and archaeological finds, such as pottery shards, suggests there was domestic use of this area during the medieval period. Excavations, including those conducted by Time Team, have also identified a timber wharf probably in use between the late fifteenth and early sixteenth centuries. Pottery shards from non-local sources recovered within the Conservation Area, and Merovingian coins just to the south, also indicate that St Osyth could have been an important connection for wider sea-based trading networks. Oyster fishing is known to have formed an important part of the local economy.

St Osyth continued to grow through the late medieval period, although documentary sources indicate that the village was less prosperous in terms of monetary income following the suppression of the Priory. Many houses in the village date from the later medieval period, including the small terrace at Numbers 8-14 Spring Road, part of which has been identified as the village's former Guildhall hidden behind the houses' deceptive weatherboard and brick elevations. The houses are Grade II listed and thought to date from c.1500, featuring impressive timber framing on the interior. Meetings and village events would have been held at the Guildhall, which would have acted as an important focal point for village life in the medieval period.

Witch-hunting was undertaken in St Osyth village in 1582 and resulted in the deaths of four women. Ursula Kemp was tried and found guilty of witchcraft at the county court in Chelmsford, of which the punishment was death by hanging. Kemp, described as a 'cunning woman', a type of a local midwife who also sold 'potions' or herbal remedies, was accused of using witchcraft to cause illness and the death of three St Osyth residents, two of whom were children. As with many of the other trials concerning witchcraft in the sixteenth century, Kemp is said to have confessed her crimes solely to the judge, Justice Brian Darcy, whom she told about the 'spirits' she commanded to kill people. Ursula's story was revived in 1921, when two skeletons were discovered within the garden of what is now 37 Mill Street in the southern section of the Conservation Area. Despite reburial, one of the skeletons was acquired in the 1960s by the Witches Museum, in Boscastle, Cornwall where it was displayed as Ursula Kemp's skeleton. It was later held in a private collection of Robert Lenkiewicz, a Plymouth artist and collector. Following his death, it was moved back to the village, and laid to rest in an unmarked grave in the St Osyth cemetery. Recent forensic research concluded the skeleton does date from the sixteenth century, however, on its way back to St Osyth, the bones were examined by an osteo-archaeologist who determined that the skeleton was a male in his 20s.

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Figure 13 The Cage, St Osyth

Photos Credit: Google: https://www.rightmove.co.uk/news/britains-most-haunted-house/



Figure 14 Exterior Sign on The Cage, Colchester Road

The Cage, 14 Colchester Road is reported to have been the holding cell for Ursula Kemp after she was arrested for suspected witchcraft. The house remains a prominent part of the urban mythology within the village; there have been numerous accounts of paranormal activity within its walls. Dating from the 1500s, the building is timber framed and features a cellar under a trap door in the dining room. A plaque on the building's exterior states the building was in use as a prison until 1908, which may be part of the reason it is referred to as 'one of the most haunted buildings in Britain'. The prison cell was accessed separately, the door shown on Figure 13, at the side of the building. The main entrance to the dwelling is on the road.

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Post Medieval and Modern

The Priory use ended in 1539 as a result of the Dissolution. The land was granted to Thomas Cromwell and later bought by Lord Thomas Darcy in 1553 after Cromwell's attainder (forfeit of land following his sentencing for treason). Many medieval structures were demolished around the time when the Priory was dissolved, including the large Abbey church. Lord Thomas Darcy was granted the title of 1st Baron of Chiche and took over the role as the main patron of the village. He was a prominent Tudor politician, holding the position of Lord Chamberlain for King Edward VI from 1551-53. Following Thomas Darcy's death in 1558 the Priory estate was left to his son John de Vere, 2nd Baron Darcy of Chice. The Priory remained in the ownership of the de Vere family until 1714, by which point it was in a ruinous state.

The Darcy family remodelled the Priory buildings once they took ownership of the estate, the red brick house currently on the site was built in the 1600s when the Priory buildings were converted into a private home. Thomas Darcy extended Abbot Vyntoner's house (the Bishops Lodging, a wing which projects west), retaining the great vault and adding the tower now known as Darcy's tower at the north-eastern corner of the cloister. Subsequent owners of the Priory both built and demolished houses within the Priory's grounds, including the 3rd Earl of Rochford, Frederic Zuleistein de Nassau who built a large house on site in the eighteenth century. By 1857 the estate fell once more into decline, when two thirds of Rochford's house was demolished; the estate has remained in a state of partial disrepair since this period despite subsequent attempts by various owners to restore and care for the Priory. From 1948-1980 the Priory was in use as a convalescence home; the Gatehouse was converted to a separate residence by Somerset de Chair who bought the estate in 1954. In 1999 the Priory estate was sold to The Sargeant Family.

The Priory parkland was heavily landscaped in the eighteenth century when the Priory belonged to William Henry Nassau de Zulystein, Fourth Earl of Rochford. During the Rochford period the northern access to the park and lodges, ha-ha and pleasure grounds were all added. By the late nineteenth century the grounds had dramatically changed again, gravel extraction began in this period and continued into the twentieth century.



Figure 15 The Old Mill (Essex County Archives, D/DU 14647)

St Osyth village continued to be dominated by the oyster fishing and trade following the dissolution of the Priory, although the fortunes of the village did decline following the loss of the ecclesiastical centre. The Creek continued to be a focal point of the village, and archaeological evidence for industrial activity has been discovered close to the quay which suggests that brick and tiles may have been produced at the site and transported elsewhere. Further evidence also suggests the quay contained a small boat-building yard and a lime kiln.

It is unknown when the land to the west of the Priory stopped being a densely populated section of the village, as suggested by the discovery of archaeological finds in this area, however it is thought that a large storm of 1663 may have been a factor in this. The storm may have caused the destruction of the wharf investigated by Time Team. A tidal corn-mill was constructed in 1730 on the causeway across the creek, forming a mill pond on the eastern side (Figure 15).

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Figure 16 1898 Ordnance Survey Map



Figure 17 St Osyth from above (Essex County Archives, D/DU 14647)

The earliest map to illustrate the village in detail is the Chapman and André map of 1777 (Figure 5). The village is shown as consisting of the priory, the buildings along the cross-roads and the area around the quay.

The development of the village stalled in the eighteenth century, with little development occurring during the latter half of the century. In the late nineteenth century St Osyth village developed east along Clacton road, likely encouraged by the establishment of Clacton as a seaside resort in 1870, as shown in the 1898 Ordnance Survey Map (Figure 16). Further development at the eastern edge of the settlement occurred during the twentieth century, including the construction of five pairs semi-detached properties in the inter-war period on Clacton Road, which are good examples of their type, displaying decorative plasterwork on some of the properties, marked with the date of construction. These properties are shown on Figure 17, an aerial photograph of the village circa 1940s-50s (source: Essex County Archives, ref: D/DU 14647).

Ribbon development has also occurred along Mill Street, towards the western edge of the Conservation Area, shown on the 1923 OS map (Figure 18). Properties along Mill Street are varied in age and appearance, contributing the eclectic architectural mix which characterises this section of the Conservation Area. Further development post WW1 is shown on Figure 19 and Figure 20, the OS maps from 1936 and 1958.

Recent small-scale additions and developments within the Conservation Area boundary have been largely sensitive, reflecting the historic character of the village. The most significant development of the twenty first century is the development of the Priory parkland by City and Country, which, once completed, will create 73 new homes set within the Priory's grounds, as well as creating a wedding venue, restaurant and holiday accommodation.

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Figure 18 1923 Ordnance Survey Map

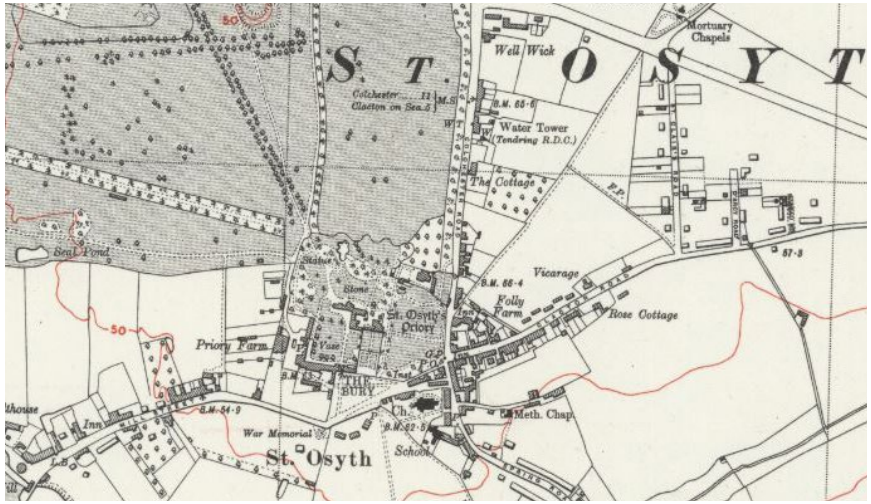


Figure 19 1936 Ordnance Survey Map

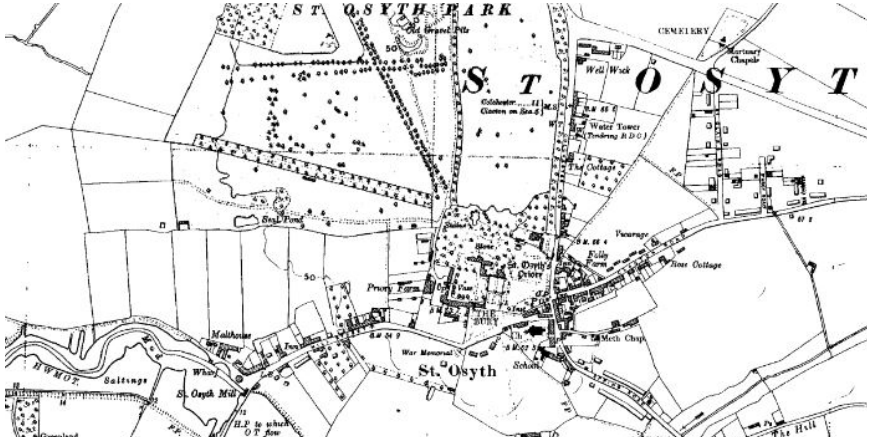


Figure 20 1958 Ordnance Survey Map

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2.3 Revisions to the Boundary

The Conservation Area boundary has extended since its designation in 1969, and was amended in 1982 and in 1988 to include the full extent of St Osyth Priory Registered Park and Garden. As part of this review, the Conservation Area boundary has been revised to reflect changing methodologies of good practice and provide a robust boundary which includes the important aspects of St Osyth's unique built environment and landscape.

Reductions

It is proposed to rationalise the boundary of the Conservation Area by reducing it in two main locations:

On Mill Street and Point Clear Road it is proposed to remove all properties which are included to the south eastern side of the roads with the exception of the following properties: Numbers 20, 22, 52, The Old Bakery 54, Mill Street, 11 and 31 Hill House, Point Clear Road. The buildings in this area to be removed are not considered to be of special architectural or historic interest or contribute to the significance of the Conservation Area.

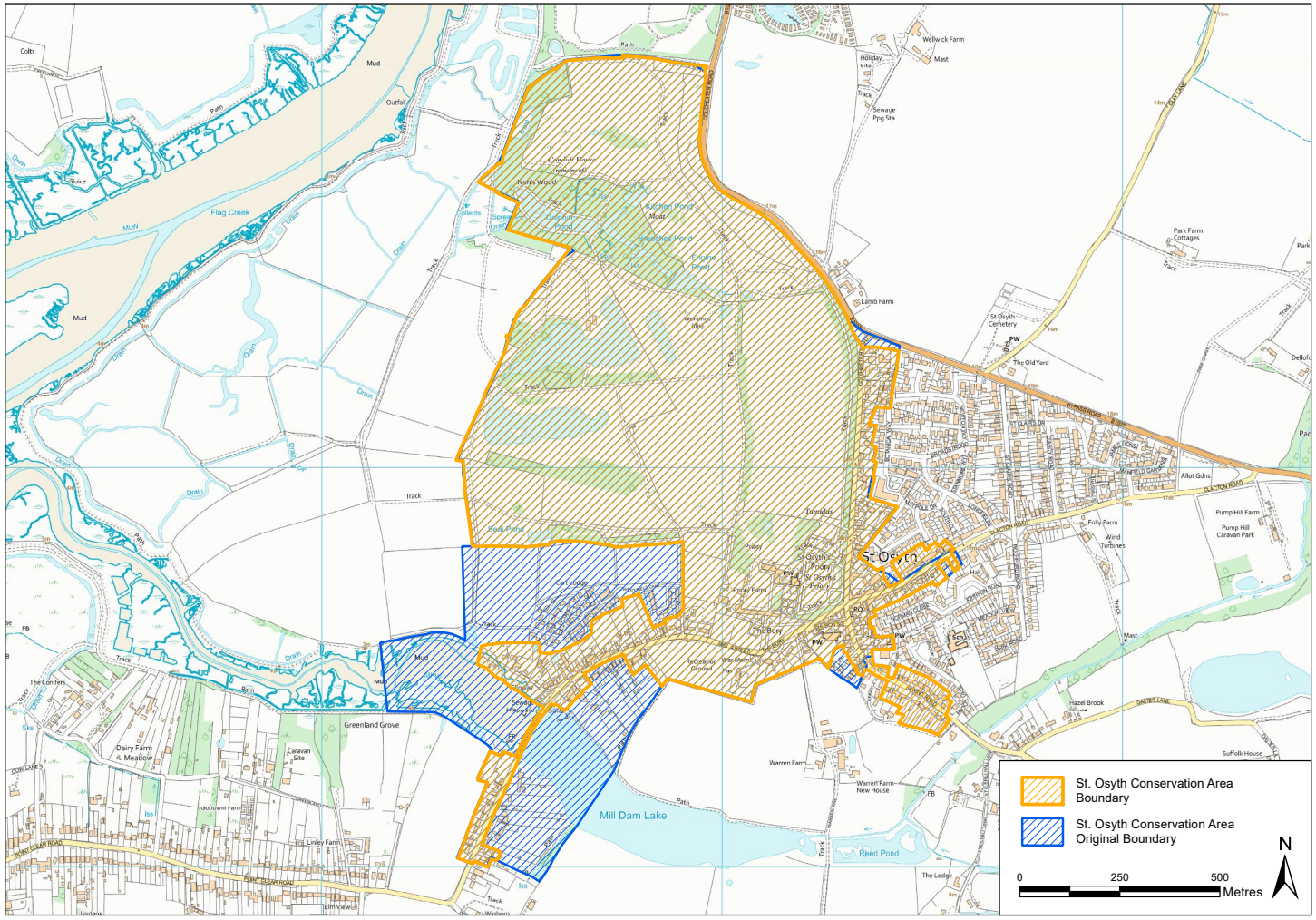


Figure 21 Map showing boundary revisions of 2025

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It is also proposed to remove the eastern part of Mill Dam Lake up to the Mill Dam that is currently included within the Conservation Area Boundary. Whilst the lake is an important contributor to the setting of the Conservation Area, it is not considered to be a contributor to its significance as a historic settlement, within which there are many buildings of architectural and historic merit.

It is also proposed to remove the properties at Old School Close, a twenty first century new-build cul-de-sac to the south west of the St Peter and St Paul Parish Church. Although sympathetic to their location and appropriate in design and scale, these buildings are not of significance. Also proposed for removal are the properties at Numbers 37, 90, 94, and 98 Clacton Road, these make a neutral contribution to the character of the Conservation Area and are of no historic or architectural value.

The creek has also been reduced, to ensure the boundary more tightly reflects historic and architectural interest of the conservation area and support in more effective management of the area.

Additions

The proposed additions to the Conservation Area include two areas comprised predominantly of early and mid-twentieth century housing, with some earlier structures and later infill development.

On Clacton Road it is proposed to extend the boundary of the Conservation Area to the east, to include residential dwellings which reflect the development of the village within the nineteenth and twentieth century. The five pairs of semi-detached houses at Numbers 47-65 (odd numbers only) are contemporary with those at 1-6 The Bury (already within the Conservation Area) and are similar in overall character, being of a vernacular revivalist style. The Old Parsonage is also proposed to be included in this boundary extension; the building is of historic interest due to its previous usage and is of architectural value.

On Spring Road, it is proposed to extend the Conservation Area boundary as far as Number 90 Spring Road, including the pairs of semi-detached houses and verges that line the street from Numbers 67-86, 88, and 90 Spring Road. Also included within this proposed extension are two pairs of mid-twentieth century semi-detached houses, Numbers 60, 62, 64, and 66 Spring Road, these differ from those semi-detached houses to their east, however as a grouping retain a character of post Second World War housing. Number 81 Spring Road, a listed building, is also proposed to be added to the Conservation Area.

These proposed additions recognise the significant contribution made by early twentieth century housing to the character and significance of the Conservation Area, whilst also defining a clear entrance point into the Conservation Area from the west and south.

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2.4 Designated Heritage Assets

There are 56 designated heritage assets within the Conservation Area, including one scheduled monument and one registered park and garden. A large proportion of the listed buildings within the Conservation Area are located on The Bury, Spring Road and Colchester Road, surrounding and including St Osyth's Priory.

St Osyth's Priory is a Grade II listed registered park and garden and makes up a large portion of the Conservation Area. Within the southern section of the park are the remains of St Osyth's Priory and the ruinous sections of a mid-sixteenth century mansion, which are designated as a scheduled monument, individual elements of surviving Priory buildings are listed, including the Gatehouse and its flanking wings, which are Grade I listed.

A full list of the designated heritage assets is included in appendix 2.1, where they are listed according to location. The listed structures within the Conservation Area include buildings, a K6 Telephone Box, estate walls to the Priory, a water pump and a milestone.

A map of the designated images is included as Figure 22.

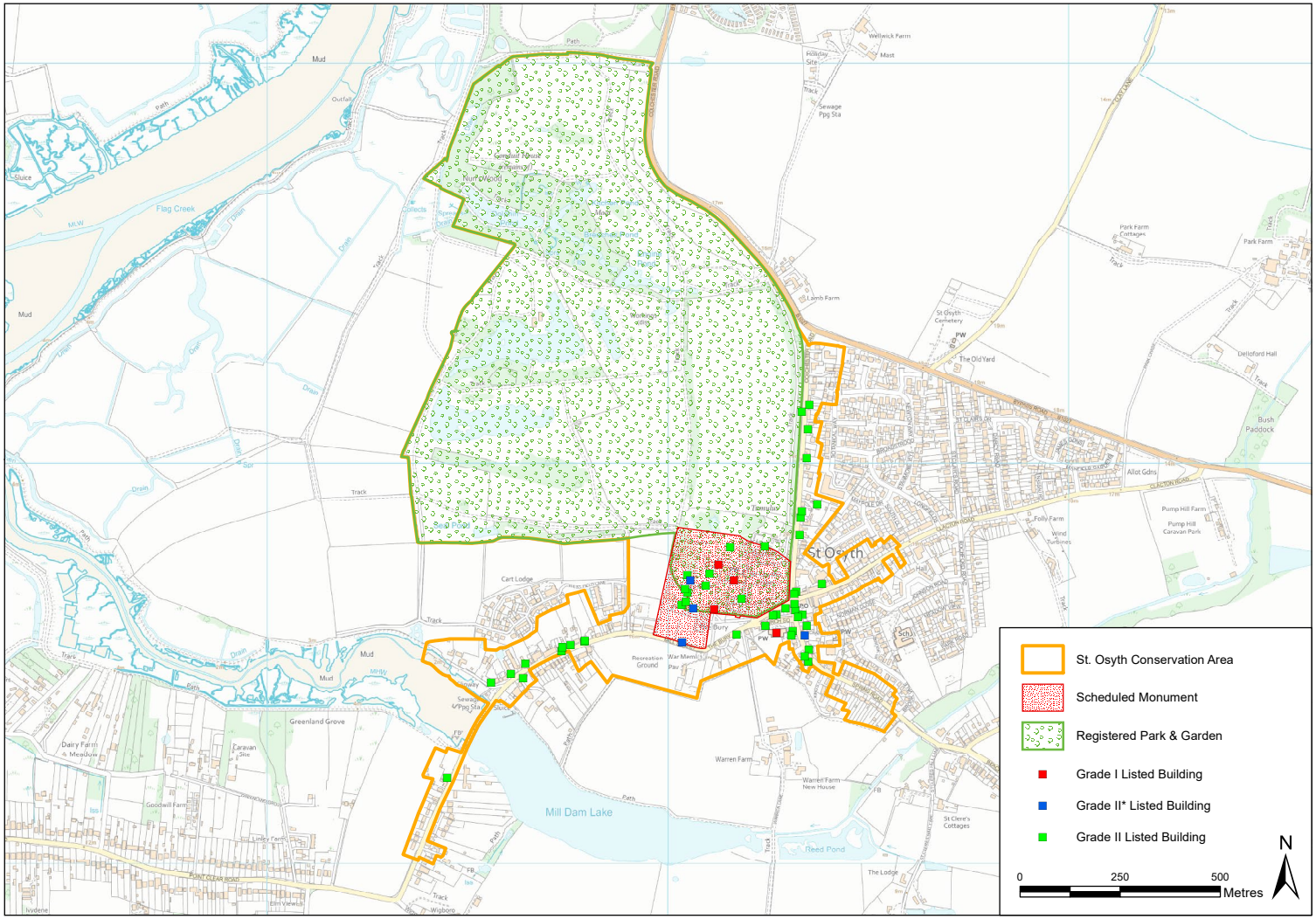


Figure 22 Map showing Designated Heritage Assets within the Conservation Area

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2.5 Non-Designated Heritage Assets

There is currently no list of locally listed buildings for Tendring District, however there are a number of undesignated buildings within St Osyth which contribute positively to the Conservation Area. The buildings and structures listed below have been identified as candidates for inclusion in a future local list. The buildings and structures identified were found to meet one or more the following criteria: a good example of their typology or architectural style, a demonstrator of local design features, relatively complete in their survival or indictive of the history of the settlement. These are considered non-designated heritage assets with regard to the National Planning Policy Framework.

The buildings and structures proposed for local listing are highlighted within each Character Area, these are also identified below:

The Bury/Mill Street

- War Memorial c.1921, commemorating the First World War and marking the entrance to the public recreation ground on the southern side of Mill Street.

Church Square

- Social Club. Presented to the community by Sir John Johnson, owner of the Priory, and dated 1911. The building is a prominent feature of Church Square and The Bury, located on the junction of the two roads. Designed by H.P.G Maule, the Social Club presents an eclectic application of the Arts and Crafts style, featuring prominent crow-stepped gables.

Chapel Lane/Spring Road

- Methodist Church. Dating from 1855, the church is a relatively simply designed building, featuring large attractive Lancet (Gothic) arched windows.



Figure 23 St Osyth Social Club

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Figure 24 The Red Lion

Clacton Road

- Red Lion, Clacton road. Visually prominent on Clacton Road, The Red Lion public house features an attractive and architecturally ambitious, highly decorative nineteenth century frontage. The rear ranges of the building appear to be older, possibly from the seventeenth or eighteenth century.

- Dukes Bistro, 9 Clacton Road. The building features an attractive nineteenth century shop front which includes the same arched fenestration as that found at the adjacent (listed) Waterloo House. At first floor there is a central Juliet balcony with an unusual scalloped timber canopy.

- St. Osyth Almshouses, 21-27 Clacton Road. Restored in 1897 and 1937, the terrace of four cottages are of historic interest, estimated to be about 400 years old. Two central plaques describe the terrace's restorations.

- The Old Parsonage. Formed of two distinct parts, the left-hand side of the building is Georgian in appearance with a symmetrical façade and two projecting ground floor bays. The right-hand side of the property is more vernacular in style, with the first floor oversailing the ground floor supported by two slender pillars. The house is painted white with blue shutters and doors creating a sense of cohesion between the two sections; it is surveyed on the first edition OS map as a Vicarage.

Colchester Road

- The Cage, 14 Colchester Road. Last used as holding cell in 1903, the house is of historic and local interest. Ursula Kemp was imprisoned here before being hanged for witchcraft in 1582.

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Further important buildings and building groupings:

- 67-86, 88, and 90 Spring Road. A ribbon development of semi-detached houses to both sides of Spring Road dating from the early twentieth century. Five buildings are to the north east and six to the south west. The buildings feature two central gabled wall dormers and are a good example of post war construction and design.

- 47-65 Clacton Road. Built c.1921, a ribbon development of two-story semi-detached houses in a vernacular revival style to the north side of Clacton Road.

- 1-6 The Bury. A crescent development of six semi-detached properties built c1923 by Tendring Rural District Council. The block plan of the houses responds to the shape of The Bury and Priory Gatehouse opposite and features a central semi-circular area of grass, upon which is an iron village sign, marked with the insignia of the Priory. The sign shows features four insignia which represent aspects of the village St Osyth (pictured as a cephalophore, holding her dissevered head), the gatehouse, the sign of St Peter and St Paul (Paul's sword crossed with Peter's key) and a crow.

2.6 Heritage at Risk

The Heritage at Risk Register includes historic buildings and sites at risk of being lost through neglect, decay or deterioration. It includes all types of designated heritage assets (although only Grade I and Grade II* listed buildings are assessed), including conservation areas, and the aim of the Register is to focus attention on those places in greatest need.

St Osyth Conservation Area is currently on the Historic England's Heritage at Risk register. It is described as being in poor condition, with medium vulnerability and a deteriorating trend in condition.

The scheduled monument, St Osyth's Priory, is also on the Heritage at Risk register and includes the listed buildings within the scheduled monument's boundary. The Priory is described as being in poor condition and in priority category F (repair scheme in progress and [where applicable] end use of user identified; or functionally redundant buildings with new use agreed not but not yet identified).



Figure 25 St Osyth Village Sign

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The Conservation Area's inclusion within the Heritage at Risk register indicates there are likely many areas and issues which need to be addressed in order to prevent the further decline of the area and to rectify existing issues. Further details regarding the opportunities for the enhancement of the Conservation Area and the Scheduled Monument are included in section four of this document, section five seeks to present short and longer term management proposals to ensure the significance of St Osyth Conservation Area is not only retained but enhanced.

2.7 Archaeological Potential

Within the St Osyth Conservation Area, excavations have revealed the potential for prehistoric, Roman and medieval preserved remains. Some prehistoric finds and potential monuments have been found throughout the Conservation Area and these earthworks are particularly evident in cropmarks. The archaeological potential of the Conservation Area is high, due to the age of the settlement and presence of the Priory.

The discovery of a major prehistoric site at Lodge Farm, just south of the Conservation Area, indicates that St Osyth could once have been occupied as part of an extensive prehistoric landscape. Whilst settlement evidence is more likely to be sited along the street frontage, the backyard areas and open areas have proved to contain preserved archaeological remains from the Bronze Age and later.

The north of the Priory grounds has revealed good preservation of Roman remains including burials and a tessellated pavement; Roman activity has also been identified close to St Osyth Creek. This has been subject to some quarrying activity. Within St Osyth's Priory it is thought that the foundations for the priory buildings and the early post-medieval mansion probably survive within the area of the existing gardens and this is supported by aerial photographic evidence (CUCAP:- BXT 22-3, 21/6/76); St Osyth's Priory is protected as a Scheduled Monument (SAM 24 & EHER 4) and a Registered Park and Garden (EH 1145: Grade II).

Work by the Time Team in 2004 revealed a quay or similar structure on St. Osyth Creek, datable to the late fifteenth or sixteenth century, indicating that the area around the creek has the potential for good preservation of waterlogged remains and paleoenvironmental deposits. Good preservation of medieval stratigraphic deposits have been found at The Bury and post medieval remains at Mill Street.

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3. Assessment of Significance

3.1 Summary

The special interest of St Osyth Conservation Area is primarily drawn from its legibility as a small historic settlement closely associated with St Osyth's Priory (a scheduled monument and site of considerable historic and architectural interest) and the retention of much of its post medieval character. Despite the relatively small size of St Osyth village in modern terms, the Conservation Area is large and encompasses three distinct parts, the Priory, the Creek and the village. Within these three parts the Conservation Area can be further divided into five character areas, which are described in the following section.

The Priory is central to the significance of the Conservation Area, its presence and operation dictating the fortunes of the surrounding settlement throughout its history. The Priory's Gatehouse, Darcy Tower and surrounding boundary walls are imposing visual features within the Conservation Area, their survival ensuring that the visual relationship between the village, Priory and Creek has hardly altered since the sixteenth century. Both the settlement and Priory site also feature many other high-quality buildings of historic and architectural merit, showcasing both medieval craftsmanship and the later development of the village following the decline of the Priory.

Statutorily listed and locally listed buildings make an important contribution to the character and significance of the Conservation Area, of which there is a particularly high density. There are also other buildings which contribute positively to the overall character of the Conservation Area, enhancing the street scenes by reflecting the building materials, designs and scales of the historic properties and adding a sense of cohesion to the Conservation Area's five Character Areas.

St Osyth Conservation Area's estuarine setting and proximity to the coastline is another important contributor to its significance, historically allowing for trade and travel and now providing an important visual contrast to the urban density at the core of the village. Built form close to the Creek, along Mill Street, reflects the development of the village in the eighteenth to nineteenth century, intermixed with more recent additions.

Despite development and expansion of the village in the late twentieth century, east of the Conservation Area boundary, the character and understanding of the St Osyth Conservation Area is still dictated by the medieval core of the settlement, which radiates out from the Priory's southern entrance. The narrow streets which surround the Priory, St Peter and Pauls Church and tightly built centre of the village all combine to provide a strong visual indicator of St Osyth's heritage and importance as a prosperous medieval market town and thriving pre-dissolution religious community.

3.2 Land Usage

St Osyth Conservation Area is comprised of three key land usages, broadly matching the three distinguishing areas, Priory, Creek and Village which roughly translate to park, maritime and residential/urban land usage.

Shops and public amenities are located at the centre of the historic village core, located predominantly on Clacton Road, at the southernmost end of Colchester Road, and the northernmost end of Spring Road. Public amenities outside this area include the vacant White Hart public house on Mill Street and St Osyth Social club on Church Square.

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The Church of St Peter and St Paul, and its associated graveyard, as well as The Bury, are the only substantial open spaces in the urban core of the settlement, while the Recreation Ground and Mill Dam lake provide important recreational space for exercise, with a water sports centre located at the Mill Dam Lake.

At Mill Dam there is also a small triangle of grass dividing the main road from the short access road leading westward along St Osyth Creek. To the west and south west of this triangle of grass is a large tidal marina with a variety of boats berthed, many of them permanently. These include houseboats and barges converted to residential use, some recreational sailing vessels, and fishing boats. These are serviced by a workshop and industrial yard and slipway on the northern bank of St Osyth Creek.

To the north of the residential and farm buildings of St Osyth Priory is the substantial parkland, featuring fishing ponds, banks of tree plantation, and open grazing for deer and other livestock. This land use continues today, though a large part of the gardens at the west and north have been used for aggregate extraction. Although the Priory has not been home to a religious community for almost five hundred years, the land use within the park and distribution of built form within its boundary remains much the same as it did when the Priory was operational as an ecclesiastical centre, with all buildings in the parkland clustered at the park's southern edge, close to the village.



Figure 26 The churchyard

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3.3 Character Analysis

The Conservation Area has been divided into five Character Areas determined by their predominant land usage, environmental experience, building layout and building ages. These attributes create a distinct atmosphere and appearance to each area. There is an overarching character to St Osyth Conservation Area, however, identifying these five Character Areas assists in thoroughly assessing and understanding the significance.

Key elements of each Character Area have been identified and are described in the following section, including designated and non-designated heritage assets, as well as those buildings that are considered to make a positive contribution to the character and appearance of the Conservation Area, enhancing its significance.

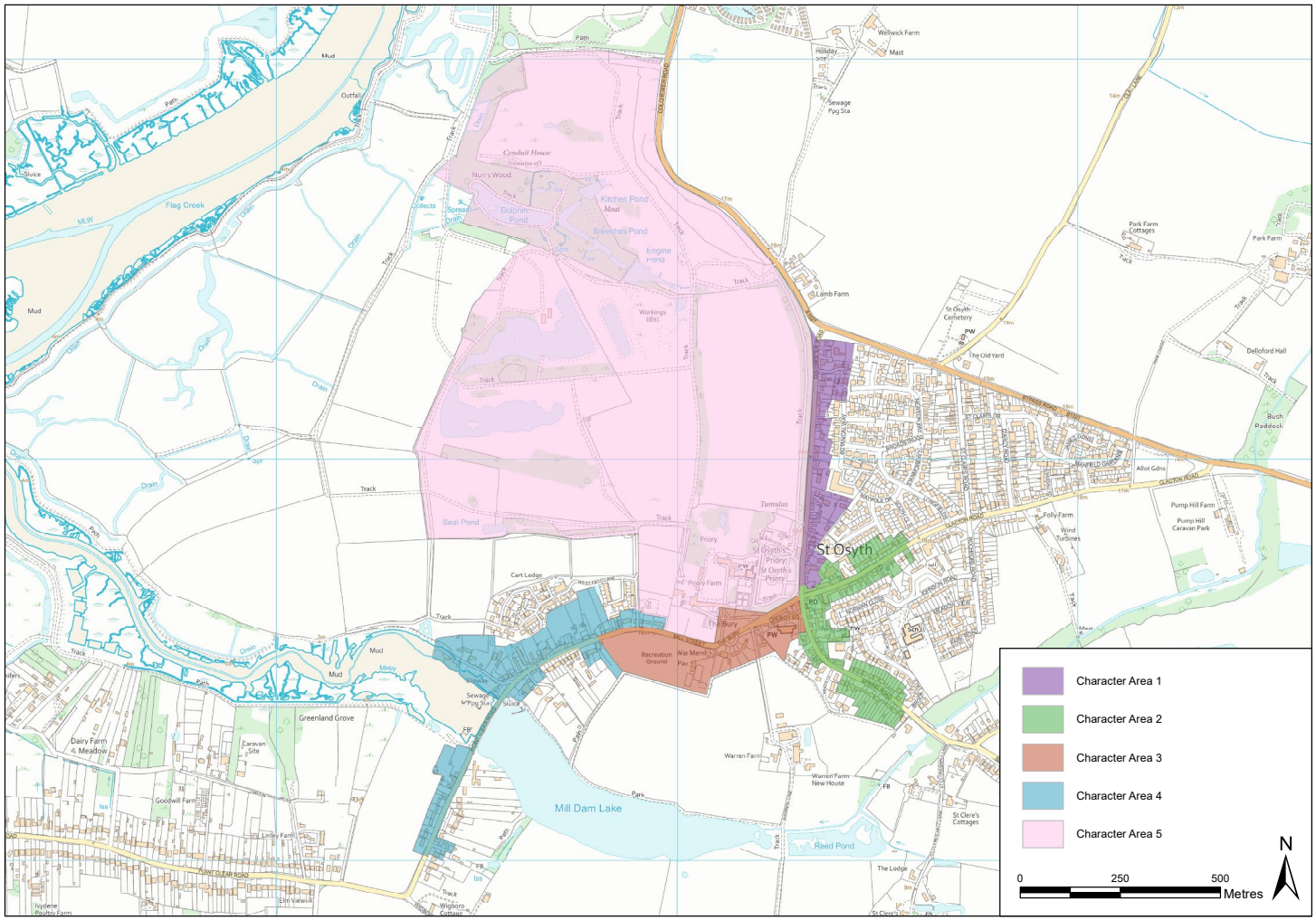


Figure 27 Character Areas within St Osyth Conservation Area

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Character Area One: Colchester Road

This area encompasses Colchester Road, which runs north from the centre of the village to meet the B1027 bypass and route to Clacton. Character Area One adjoins the Priory parkland to the west and forms the Conservation Area's north eastern boundary. The area is suburban in character, featuring ribbon development on the eastern side of the road, consisting of historic properties mixed with more recent infill. The contrasting image of the first edition Ordnance Survey (OS) map and the present-day map of the village show how the village has expanded to the east in the twentieth century, enclosing this section of the Conservation Area. Development to the rear of Colchester Road, beyond the Conservation Area boundary, can be seen through incidental views between properties and is largely sympathetic to the character of the area, reflecting the scale and mass of dwellings on Colchester Road.

Layout

Character Area One comprises Colchester Road, an unusually straight road which follows the western boundary of St Osyth's Priory. The eastern side of the road features residential ribbon development, elements of which are historic. These properties face onto the boundary of the Priory parkland, which

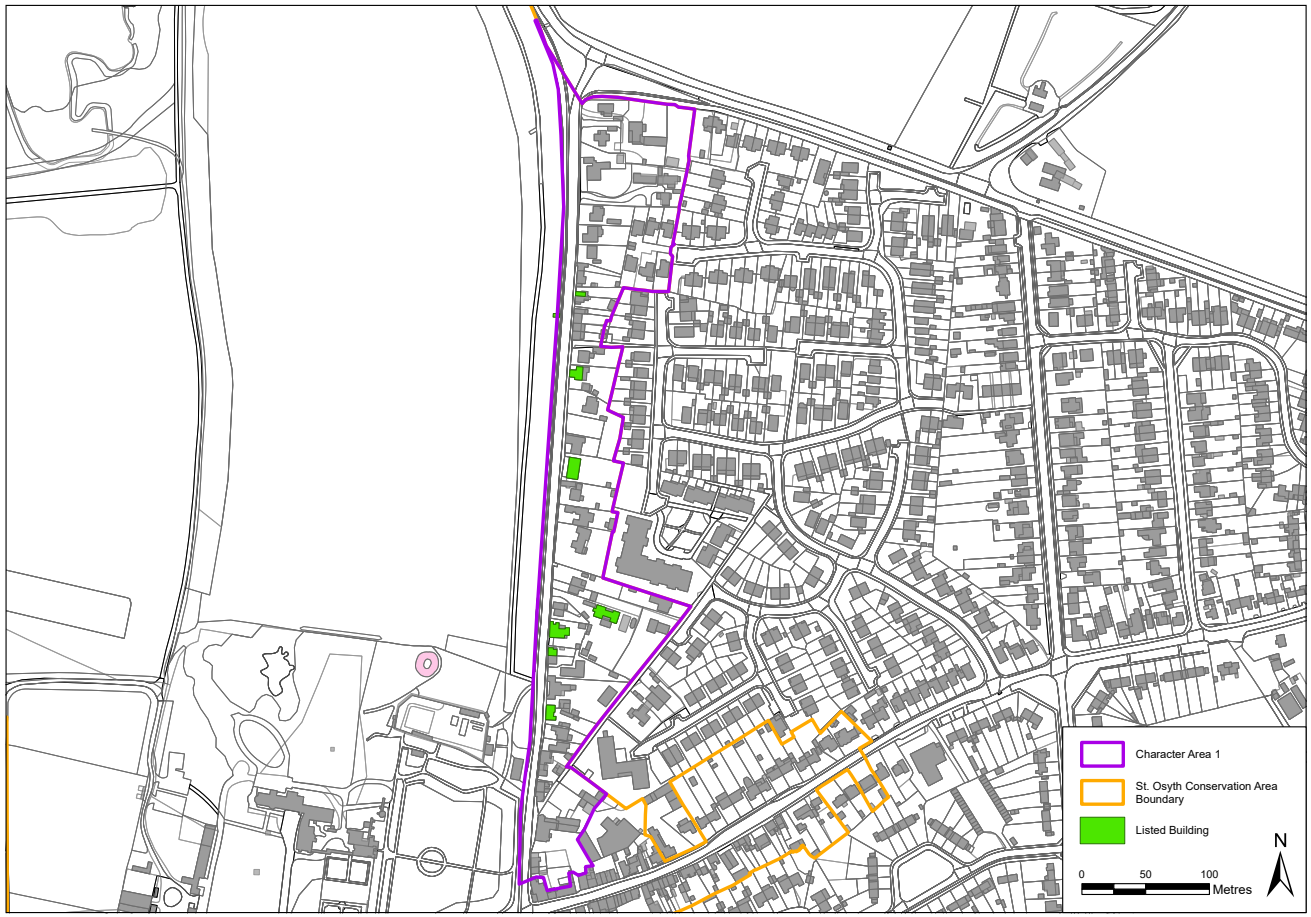


Figure 28 : Map of Character Area 1

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is enclosed by a high masonry wall at the southern edge of Colchester Road, and estate fencing, hedgerow and trees for the remainder. Colchester Road marks the northern access point to the village and Conservation Area, where the road adjoins the B1027 bypass road toward Clacton-on-Sea.

Footpaths allow for pedestrian traffic to travel along both sides of the road, although the pavement is limited in places on the eastern (residential) side. This means it is difficult for pedestrians to pass by 34-28 Colchester Road where houses front the street and the footpath narrows or partially disappears. The west (Priory) side of the road features a good footpath/pavement which was replaced and resurfaced in the early 2000s, including the concrete kerb stones.

The grain of development on the eastern side of Colchester Road is narrow. The older properties on the road once occupied larger grounds, which have been subdivided for the construction of modern housing. Older buildings typically front the street, whilst twentieth century properties are typically set back from the road, behind small front gardens or driveways. There is a mixture of terraced, detached and semi-detached properties which adds to the sense of variety in built form in this area.

Building Materials and Boundary Treatments

Properties on Colchester Road feature traditional building materials found elsewhere within the Conservation Area and the wider region. Red brick and render are the dominant building materials, yet there are examples of exposed timber framing, pebble dash and weatherboarding which add variety to the streetscape.

Properties in this Character Area largely feature timber windows and other traditional detailing, such as exposed rafter feet and pentice boards, which reflect the historic character of the area. Some uPVC windows have been introduced, which detract from the character of the street and the buildings.

The scale of buildings in this area is small, all buildings are one to two storeys in height. The road is on a slight incline, toward the town centre, which obscures long views along the road. Roofs are predominantly gabled, with hipped roofs featuring on the more modern properties and garages. Chimneys add variety to the roofscape, which could be improved by the removal of television aerials and satellite dishes. Dormer windows are not a dominant feature in this part of the Conservation Area, where they do feature (for example on 74 Colchester Road, a twentieth century chalet-style dwelling) they often are incongruous and disruptive within the overall roofscape of the street. Historic buildings are roofed in natural slate or plain clay tiles; modern properties are roofed in concrete tiles, either pan, Roman or flat shaped. A distinguishing feature of nineteenth century properties is the use of decorative ridge tiles and finials as seen on Well Wick, 100 Colchester Road.

At the southern section of Character Area One, the Priory's boundary wall is prominent feature of the street scene . The wall is a unique feature of the village centre and has an imposing presence, due to its height and material construction. Built partially in stone and flint work, not seen elsewhere in Character Area One, the most southernly section of the wall contrasts with the building materials used on domestic properties, highlighting its importance and different function. Predominantly sixteenth century in date, the wall has been patch repaired in places and is mostly constructed in brick along Colchester Road, excluding the stone section shown in Figure 30. Changes in the wall's height, appearance and detailing suggest it has been altered and rebuilt many times since its initial construction; a long brick section of the wall was rebuilt in 2003.

The northern section of the Priory's boundary is marked by estate fencing, hedgerow and young trees. This allows for glimpsed views into the Priory's parkland and creates a green, soft enclosure to the park, comparative to the masonry wall at the park's south east corner.

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Figure 29 Street scape in Character Area 1



Figure 30 Stone section of wall

Masonry boundary treatments on the western side of Colchester Road mimic the Priory's boundary wall, although there is a greater variety of boundary treatments to the residential properties. Where they survive, older brick walls add character to the street scene and provide an indication of how the road has developed. The brick wall to the front of 50 to 56 Colchester Road, for example, indicates the modern houses behind are built in what was once The Cottage, 60 Colchester Road's grounds. Modern brick walls are typically lower in height and discernible by the use of a stretcher brick bond and a difference in brick colour.

Railings, timber fencing and hedgerow also feature as boundary treatments on Colchester Road. Where old railings survive, they are attractive additions to the street scene, however their modern counterparts are often lacking in the finesse and fine detailing of old ironmongery. Close boarded garden fencing is not a prominent feature of the Character Area and should be resisted for street facing boundary treatments, where it would detract from the overriding character of the road.

Listed Buildings and Non-designated Heritage Assets

A full list of the designated buildings, including list entry IDs, is included within the appendix.

The listed buildings within Character Area One reflect the history of St Osyth and include late medieval cottages and post-medieval dwellings. The framing of 72 and 36/38 Colchester Road is exposed, highlighting the age of the properties, both are Grade II listed and date from c.1500.

Although render and brick are the prevailing building material within the Character Area, these frontages often conceal an older timber frame construction which hide the age of buildings along Colchester Road. Thus, other listed buildings contemporary in age to 72 and 36/38 are not as prominent and include Binders, 24 Colchester Road. Although rendered externally, Binder's jettied first floor provides a visual indication of the property's age.

Other listed buildings include The Cottage, an eighteenth-century house with an ironic grand symmetrical façade given the house's humble name. Like many of the older buildings it is set close to the street behind

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iron railings (which are included within the house's listing). 32 and 34 Colchester Road are similar in age to The Cottage and present an alternative example of late seventeenth/eighteenth century architecture, the cottages are much smaller, one and half storeys in height, with accommodation in the attic. 32 and 34 are a semi-detached pair and Grade II listed.

The nineteenth century is represented by Freda and Rose Downery Cottages, numbers 84 and 86, a Grade II listed semi-detached pair which form part of a longer terrace. Timber framed and weatherboarded, they are a good example of their type, with intact windows and doors.

On the western side of Colchester Road, approximately two thirds up the road (away from the village centre), is a Grade II listed Milestone. Dating from the nineteenth century, it is inscribed with 'Parish of St. Osyth' on its roadside face. Although now worn, the other faces demark the distances to Clacton and Colchester.

The Kings Arms pub is the only prominent commercial unit on Colchester Road. It stands detached on a large plot and is a well-proportioned building with a hipped roof with handmade peg tiles, and a small flat-roofed extension on the north side. Georgian in appearance, despite its sixteenth century construction date, it has sash windows at the first floor and large ground floor windows installed for the use of the building as a public house. To the rear of the buildings is a range of old stable buildings and an extensive car park which is largely screened from the road.

Contribution by Other Buildings

Set back from the road and now in residential use, The Old Chapel, 30 Colchester Road (Figure 31), makes an interesting contribution to the street scene. The building is marked on the First Edition OS map and features a central first floor stained glass window, its appearance and design indicating its original function. The building was constructed for use as Swedenborgian Chapel and has been heavily extended to the rear. The extensions are largely concealed, meaning the Chapel retains its relatively small and unimposing appearance within the street scene, whilst ensuring its façade is not detrimentally altered or dominated by the building's conversion to a dwelling.

28 Colchester Road is an eighteenth century building which features a symmetrical façade and reflects the development of the village in this period; number 70, Robins Acre, has an external appearance which suggests it may have an early construction date, it is included on the first edition OS map and features traditional sliding sash windows.

14 Colchester Road, The Cage. Externally rendered and with some exposed brickwork on the ground floor, The Cage is a timber framed building dating from the sixteenth century. Reportedly the holding cell of Ursula Kemp, a convicted witch, the building was a medieval prison and contributes highly to the folklore and character of the Conservation Area.

Overall, the variety of buildings in the Character Area showcases the development of the village and how changing construction methods, fashions and trends have influenced the appearance and design of residential buildings within St Osyth.

Landscaping and Open Spaces

The open space within the Character Area is limited to a small traffic island and area of green space at the junction of Colchester Road with the B1027, which forms the northern limit of the Conservation Area.

Despite this section of open space and area of soft landscaping, the junction does not form an inviting approach to the Conservation Area. The roads are busy, and the junction is marked by an incoherent abundance of signs, lamp standards, telegraph

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Figure 31 The Old Chapel 30 Colchester Road

poles and road markings. Two large stones are located on the eastern side, partially obscured by shrubs which have been planted alongside them, but there are no other features of this green space.

On the west side of the junction, a village sign marks the entrance to the Conservation Area, albeit partially blocked by the street sign demarking Colchester Road.

Although not publicly accessible, the proximity and visibility of the Priory parkland provides a sense of open space and green appearance to the remainder of Colchester Road. In the winter months the parkland is highly visible due to the lack of tree cover, affording wide views in the Priory's deer park and open parkland.

There is limited street furniture within the Character Area, which reflects its character as a residential, but not busy, section of the Conservation Area. The lamp posts and signage are limited and a generic design, with a bench and bus stop located near the town and other bus stops along the road.

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Character Area Two: Clacton Road and Spring Road

Character Area Two encompasses Clacton and Spring Roads and is the most densely built up section of the Conservation Area, featuring the commercial centre of the village. The presence of commercial units gives the area a distinctly busier, visually commercial appearance comparative to the more residential sections of St Osyth. Traffic, both vehicular and pedestrian, can be heavy, which is heightened by the cramped, tight street pattern and layout of buildings which developed around the village's medieval marketplace.

Layout

Clacton Road and Spring Road are at right angles to each other, converging at the junction with Colchester Road and the edge of Character Area One, 'Bar Corner'. Commercial units are clustered around this junction, extending part way down both Clacton and Spring Road. As part of this appraisal document, the boundary of the Conservation Area has been extended further along both roads, to include areas of twentieth century residential development which contribute positively to the architectural and historic significance of St Osyth Conservation Area.

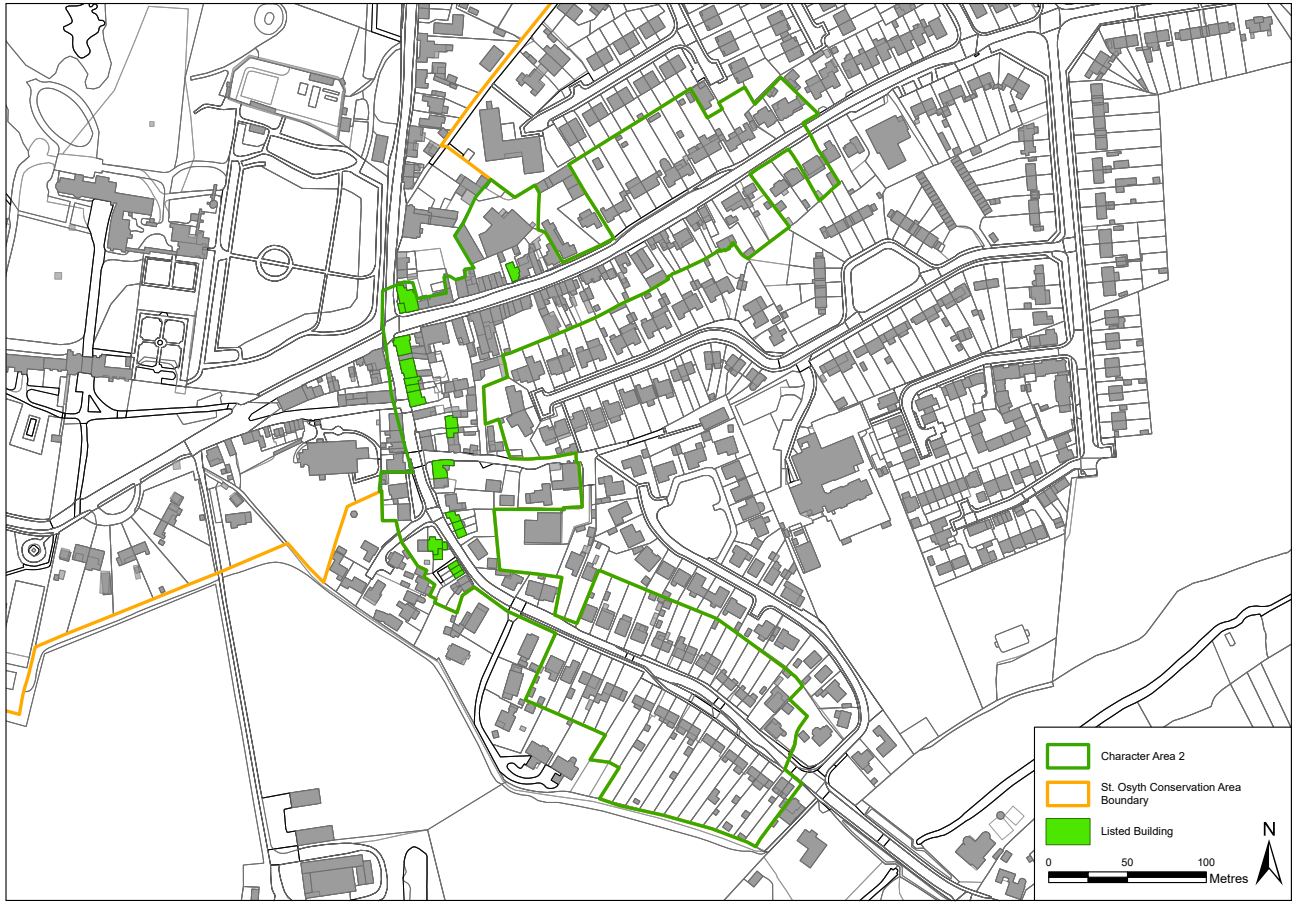


Figure 32 Map of Character Area 2

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Residential development in the twentieth century has infilled the area behind these core roads, yet Clacton and Spring Road remain key routes through the village. Situated at the south eastern corner of the Priory's parkland, this Character Area is the most visually detached from the Priory and has a distinctly urban character; only the Priory's boundary wall is visible from the character area. Buildings are tightly packed in the north western section of the Character Area, where the two roads meet, with the grain of development loosening the further away one travels from the centre. The change in building density is indicative of the development of Character Area Two, twentieth century infill has created ribbon development along both Clacton and Spring Road, with older properties interspersed between modern housing. Much of the early twentieth century development is sympathetic to the character of St Osyth, therefore the Character Area and Conservation Area boundary have been extended to include these buildings.

Character Area Two includes the north eastern section of Spring Road only, as this section of the Character Area has a closer relationship with Clacton Road. The north western side of Spring Road (numbers 2 to 16) is included within Character Area Three, as these properties are indicative of the layout of St Osyth's medieval marketplace, clustered around the church.

Building Materials and Boundary Treatments

Buildings are predominantly rendered in this part of the Conservation Area or feature painted brickwork on their street facing elevation. There are no examples of exposed framework, although The Red Lion public house features decorative, surface mounted timber detailing at first floor level.

As in Character Area One, many of the building's rendered and brick facades hide timber framed structures. Where brickwork is left exposed it is typically red in colour, variation in brick tone provides a visual indication of the mixture of building ages present in the Character Area.

Some brick buildings have been painted and this, coupled with the variation in render colour, provides a visually varied street scene. The colours used across Character Area Two are typically sympathetic, reflecting the age and architectural style of the properties. Pastel colours, creams and whites provide a light and bright variation in tone across the Character Area. Dark and stark colours, greys and deep tones should be avoided for the exterior of properties as they can appear incongruous and dominant within a street scene, detracting from the overall character of the area.

Pebbledash is prominent in the Character Area, both painted and in its original, light brown state. Although often deemed unattractive and painted over, the presence of pebbledash provides an interesting visual link to past, highlighting how building and aesthetic trends have changed. The material was used extensively in the late nineteenth and early twentieth century and reflects the local geology, gravel extraction occurred across the wider Essex region, and as close by as within the Priory's parkland.

Weatherboarding is also a prominent building material within the Character Area, used on both the main façade and side return of dwellings. Often painted black on side returns or outbuildings and white on the main façade of a dwelling, the weatherboarding is typically hardwood and feather edged, although instances of other styles and softwood boarding are present. Weatherboarding is found only on ancillary or smaller buildings, such as cottages, or modern infill, whilst grander historic houses and buildings are rendered.

Roofs are clad in plain clay tiles and natural slate on older properties, twentieth century properties in this area typically feature concrete pantiles as a roof covering. The roof

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Figure 33 Shops on Clacton Road and the northern section of Spring Road



Figure 34 23 Spring Road

coverings are often an indicator of a building's age, slate became commonly used from the nineteenth century, whilst concrete was used from the twentieth century onwards. Gable and hipped roofs are the most common in the Character Area although there are prominent examples of half hipped roofs, such as The Red Lion, and gablet designs on 51 – 53 and 59 – 61 Colchester Road, two identical pairs of semi-detached dwellings. Chimneys are a prominent feature of the roof scape; street facing dormer windows are not a feature of the properties within Character Area Two, with the exception of 11-19 Clacton Road. Where variations or detailing to roof form is present, it is incorporated as an integral feature to the building's design, as observed on the semi-detached houses on Spring Road which feature small gables on their front elevation.

Shops on Clacton Road and the northern section of Spring Road have large windows, which add further visual variety to the streetscape. Although the number of commercial units within the village has declined in recent years, the retention of shop windows on buildings now in residential use provides a visual indicator of the high street's history and function, as seen on 7 Spring Road. Bay windows are prominent on Clacton Road and there are many attractive nineteenth century shop fronts, as seen on 9 Clacton Road, Dukes Tea Room and Bistro.

Shops on Spring Road are less sympathetic in appearance to the historic character of the Conservation Area and could be improved. The Post Office/Premier Food Stores features nineteenth century pilastered shop windows which could be better utilised or restored, at present they are obscured by unsympathetic signage. The Balti House (23 Spring Road), is a three-bay single storey building at the junction of Chapel Lane and Spring Road and a visual oddity within the streetscape, featuring an obtrusive extractor fan at the rear and unsympathetic signage. Built in front of 15-21 Spring Road, the single storey height of the building does allow for views toward the terraced cottages behind, which are Grade II listed and date from the eighteenth century, featuring attractive rendered facades and traditional peg tile roofs.

Boundary treatments vary throughout Character Area Two dependent upon the property's function and location. Commercial units and residential properties located close to the junction of Clacton and Spring Road have no boundary treatments, however further away from the junction homes are typically fronted by a small front garden, demarked by brick walls, fencing, hedgerow or railings. The inconsistency in boundary treatments creates a disorderly appearance to sections of Clacton Road which detracts from the Character Area. However, the presence of hedgerow, front gardens and trees give a pleasant green and suburban character to the Conservation Area when travelling away from the village core.

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Figure 35 Commercial units and residential properties located close the junction of Clacton and Spring Road



Figure 36 Little Priory/The Old House

Pedestrian provision is good on Clacton Road, with designated parking bays which prevents excessive on-street parking. Street furniture and signage is obtrusive in places and could be consolidated, the use of timber fascia boards rather than acrylic should be encouraged as part of a gradual programme of upkeep and maintenance of commercial units.

Listed Buildings and Non-designated Heritage Assets

As with other Character Areas within the Conservation Area, there is a high number of listed buildings. Little Priory/The Old House is the most significant listed building within the Character Area. Grade II* listed, the building is thought to have been constructed c.1300, although much of the timber framing dates from the late fifteenth century. Now subdivided into two houses, the building is an imposing and dominant presence on Spring Road, featuring two jettied and gabled cross wings. The southern wing of the property is oldest (c.1300) and features a cellar of the same age which is one of the earliest surviving examples of brick work in the country. It is a striking example of vernacular architecture and contributes positively to the Character Area, as well as the significance of St Osyth Conservation Area. The building's irregular fenestration, large roofscape and brick boundary treatment also showcase traditional materials and contribute to the historic appearance of Character Area Two.

At Bar Corner (the junction where Spring Road, Clacton Road and Colchester Road meet) are three listed buildings, 4 Clacton Road on the south side, Waterloo House (2 & 4 Colchester Road) and 5 Clacton Road on the north side. All have commercial units at ground floor level and are prominent buildings on the street corner. Waterloo House has a classical appearance on Clacton Road, featuring a parapet wall, three first floor windows and asymmetric shop fronts. The building's side return on Colchester Road is indicative of its roof structure, featuring a steeply pitched gable.

Number 4 Clacton Road is vernacular and disorderly in appearance comparative to the formally designed Waterloo House. It is still a prominent presence in the street scene. The contrast in building styles is indicative of the buildings' ages, 4 Clacton Road dates from the sixteenth century with later editions whilst Waterloo House is approximately two hundred years younger, dating from the eighteenth-century Georgian period, when classical architecture grew in popularity.

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Number 4 Clacton Road's large first floor bay window and complicated roof form are prominent visual features at the junction, providing an indicator of the building's many phases and development.

Contribution by Other Buildings

The Red Lion Pub on Clacton Road is a large detached building, featuring a highly decorative, nineteenth century, street elevation. The contrasting render, pilastered windows and applied timber framing at first floor level give the building a striking appearance and a strong presence within the street scene. Whilst the front of the building is Victorian in appearance, the rear ranges appear older, suggesting the core of the building may date from the seventeenth/eighteenth century.

St Osyth Almshouses, 21-27 Clacton Road, a short terrace of four houses, are of historic interest, thought to be 400 years old. Restored in 1897 and 1937, two central plaques on the street fronting elevation mark the buildings' history. Rendered, with a large chimney stack on the eastern side and a tiled roof, the Almshouses retain features from the 1937 restoration, such as the windows and doors

When first built, the Methodist Church on Spring Road benefitted from a rural setting, however it is now surrounded by twentieth century housing, which partially undermines its appearance. The building is now appreciated within an enclosed setting, accessed via a narrow alleyway. Relatively simple in design, the church is a typical example of a Victorian Wesleyan Chapel and was built in 1855. Featuring Gothic details, such as the lancet windows, it is an attractive brick building and an important architectural contrast to the parish church and St Osyth's Priory, providing a historic reference to changes in worship style and ecclesiastical architecture.



Figure 37 The Almshouses





Figure 38 The Methodist Church

The Conservation Area boundary has been extended along Spring Road to include eleven pairs of twentieth century semi-detached houses (Figure 39). Dating from the early twentieth century, the properties are largely unaltered at the front and are good examples of inter-war housing. Although few original windows and doors survive, the retention of front gardens, hedgerow and the original appearance of the vast majority of these properties provide a uniform, orderly appearance to this section of the Character Area (Figure 41). It is hoped that their inclusion within the Conservation Area boundary will encourage a sense of value and appreciation of these buildings, which represent an important part of the village's expansion in the early twentieth century.

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There are five pairs of semi-detached properties on Clacton Road, built c.1921 in a ribbon formation which showcase a vernacular revival style, built to alternate designs. The second and fourth pairs of dwellings are set further back and feature decorative plasterwork at the centre of the first floor, between the bay windows (Figure 40).

Proposed for local listing, The Old Parsonage is formed of two distinct parts, and appears on the first edition OS map. The building has a varied aesthetic: the left-hand side of the building is Georgian in appearance with a symmetrical façade and two projecting ground floor bays, whilst he right-hand side of the property is more vernacular in style, with the first-floor projecting over the ground floor. It is an architectural outlier within this section of the Character Area and surrounded by modern infill, providing an indication of the village's development in recent decades.

Landscaping and Open Spaces

Landscaping and areas of open space are limited within Character Area Two, due to the density of development. The sense of enclosure and density of built form decreases the further away one is from the village core, where commercial units give way to residential dwellings.

The southern section of Spring Road has a greener character than Clacton Road, the presence of grass verges, front gardens and hedgerow providing a gradual transition toward the edge of the village and countryside beyond.

Character Area Three: The Bury and Church Square

Character Area Three consists of The Bury, St Peter and St Paul parish church



Figure 39 Twentieth century semi-detached houses



Figure 40 Semi-detatched properties on Clacton Road



Figure 41 Boundary treatments

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and Church Square, including the site of the former marketplace. Built form is far less dense comparative to Character Area Two; Character Area Three contains the only publicly accessible areas of large open space within the Conservation Area, the recreation ground, The Bury and the churchyard.

A map of the character area is shown on Figure 42.

Layout

Character Area Three follows the southern side of Mill Street and The Bury, extending toward Bar Corner . The Bury, a section of grass which fronts the Priory's southern entrance and Gatehouse is included within the Character Area.

The lack of development within the Character Area gives it an open appearance on its western edge, with the street scene narrowing significantly at Church Square . In this section the medieval street layout of the village is incredibly apparent, the road is narrow and often clogged by vehicular traffic. There is a concentration of listed buildings in the eastern section of the Character Area, including the Grade I listed parish church, which frame the site of the village's medieval market place.

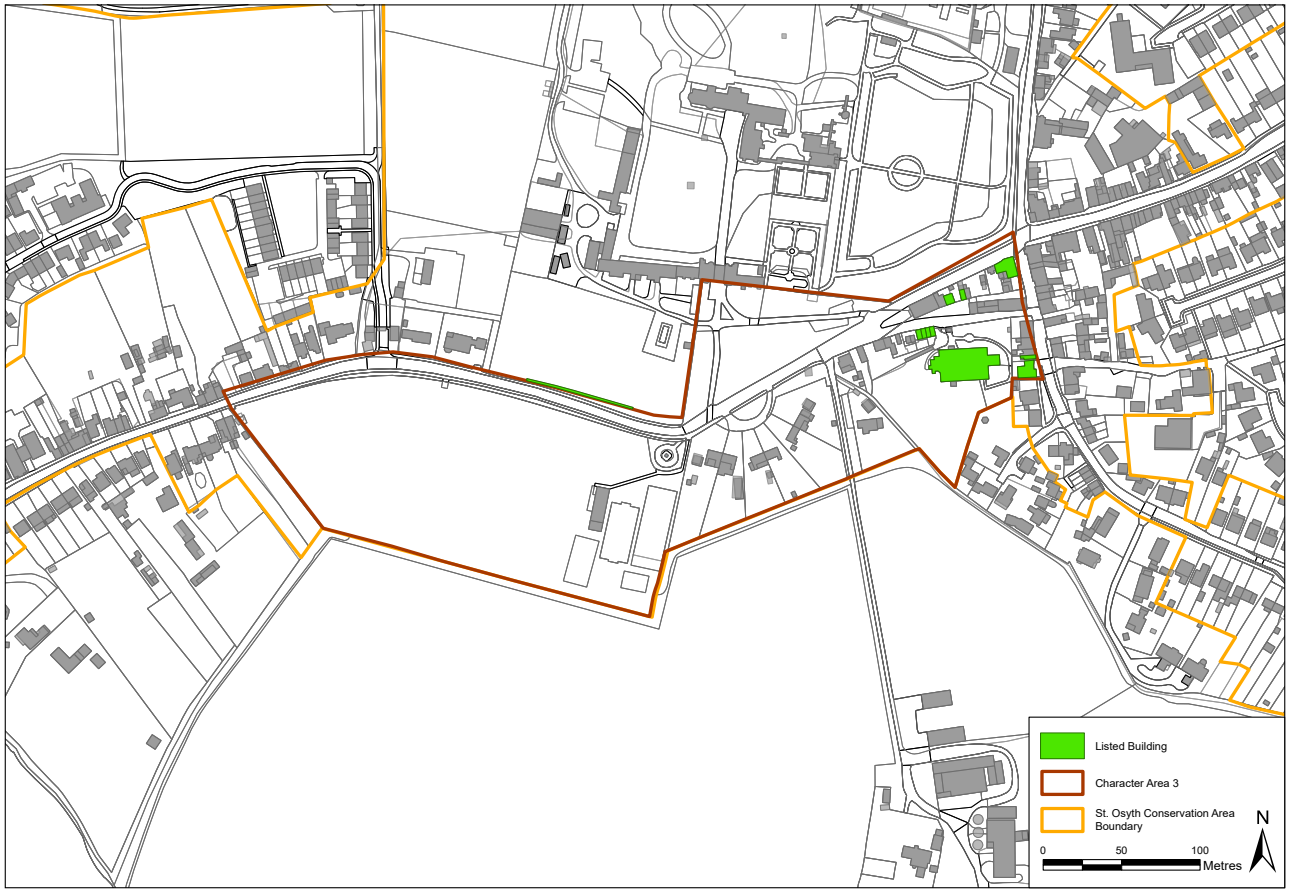


Figure 42 A map of Character Area 3

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Figure 43 View towards Bar Corner



Figure 44 Narrow street at Church Square



Figure 45 Glimpsed views towards the Church



Figure 46 Render and weatherboarding

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Building Materials and Boundary Treatments

The Church of St Peter and St Paul is a multi-phased building, which is reflected in its patchwork appearance featuring brick, rubble and flint on the exterior. The variety of materials used on the exterior and their application gives the church a distinctive appearance which is dominated by the heavily buttressed tower. The chancel dates from the thirteenth century, although the church is thought to be twelfth century in origin. The use of flint and septaria in a chequer board pattern on the church's exterior matches the Priory's Gatehouse, highlighting their contemporary build dates – much of the church was rebuilt in the sixteenth century, although older elements survive and are particularly prominent, such as the two centre arched window on the north wall, which dates from the fourteenth century. The interior of the church features unusual brick-built nave arcades, which contrast with the white rendered walls and monuments to the church's many benefactors.

Render and weatherboarding are the dominant exterior building materials for domestic buildings within Character Area Three (Figure 46), although brick is present. Weatherboarding is typically painted white or black, with black used on side or rear elevations although 8 Spring Road is an exception to this rule, painted entirely black. 16 Spring Road, in contrast, features weatherboarding on part of its front and sides elevation, which is painted pink to match the rest of the building. The pastel colour is a visually pleasing contrast to the red brick and white windows on the rest of the property, softening the appearance of the property which features two steeply pitched gable roofs.

Brickwork is present within Character Area Three, although less prominent than in other character areas, used mostly for boundary walls, garages and public buildings. In contrast to the red bricks which dominate the Conservation Area, 10-14 Spring Road feature a buff brick façade, although the building is timber framed and much older than its nineteenth century frontage suggests. Set in front of the church, the use of buff brick on 10-14 Spring Road is an interesting echo of the church behind, which looms between numbers 16 and 14, the gap between the properties providing an important incidental view of the church (Figure 45).

Windows, doors and roofs within Character Area reflect the age of the properties and the former usage of buildings within Church Square, which although no longer commercial, feature large, sometimes projecting, ground floor shop windows.

Boundary treatments within this Character Area are minimal, consisting of historic walls, such as those that surround the church yard and the rear of 4 Spring Road. The Priory's imposing boundary wall is included within Character Area Five. Wooden posts enclose the Bury, which has a wooden gate at its eastern edge. The posts maintain the open character of The Bury, and the western section of Character Area Three, which is further emphasised by the hedgerow and visually permeable railing which enclose the recreation ground.

There are some examples of garden fencing within the Character Area, however these do not detract from the appearance of the area and is largely appropriate. The church's northern entrance is marked by a nineteenth century Lych Gate which has a flint base and is constructed from ornamented timber posts, with a tiled roof.

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Listed Buildings and Non-designated Heritage Assets

Designated heritage assets within Character Area Three are included within Figure 42, some of which are described below.

St Peter and St Paul Church is the most notable listed building within the Character Area, which is reflected by its Grade I designation.

8-14 Spring Road are a relatively unassuming terrace of properties which back onto the church yard. Despite their external appearance, these buildings are highly significant to the understanding of the village and are Grade II listed. Number 8 has been identified as the village's Guildhall, which would have been an administrative and events epicentre within the medieval period. The interior of number 8 reveals its age, featuring heavy timber framing and examples of carpentry techniques which date the property to c.1500 if not earlier.

1-4 Church Square is a small terrace of Grade II listed cottages, originally split into four but now forming two dwellings. Despite the merging of the houses, the terrace retains four front doors, suggesting its street facing appearance remains largely unaltered (with the exception of new windows) since their initial construction c.1500.

A K6 telephone box is located on The Bury which is Grade II listed. Designed in 1935 by Sir Giles Gilbert Scott, the K6's distinctive design is a more streamlined version of Scott's earlier K2 design, upgraded to commemorate King George V's silver jubilee and manufactured by various contractors.

The Social Club, or Johnson Institute, dates from 1911 and was gifted to the village by the daughter of Sir John Johnson in honour of her father, a former owner of the Priory who died in 1909. Built in a variation of Arts and Crafts style, the building was designed by architect H.P.G. Maule and features distinctive crow stepped gables, fine brickwork including brick lintels and mullions and tall flanking (lateral) chimney stacks.



Figure 47 Number 8-14 Spring Road

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Figure 48 Semi-detached properties on The Bury





Figure 49 Recreation ground and Memorial

Contribution by Other Buildings

The three pairs of semi-detached properties on The Bury contribute positively to the Character Area, responding to the shape and layout of the Priory Gatehouse in an early twentieth century interpretation of vernacular architecture. Their semi-circular layout frames the properties' front gardens and a central grassed area, which mimics the section of grass in front of the Gatehouse. An iron sign stands in the centre of this section of grass, flanked by benches on either side. The sign features insignia which demark St Osyth, shown as a cephalopore (a Saint cradling their own severed head) and the crossed Key and Sword of St Peter and St Paul.

Landscaping and Open Spaces

The Bury and its associated open space are an important visual reprieve from the urban density and tight junction at the eastern edge of the Character Area. The break in built form gives a greater sense of importance to the Priory's entrance and Gatehouse, highlighting how it is distinct from the high concentration of residential and commercial units which comprise the village centre.

Similarly, the church yard which surrounds the parish church adds a sense of calm and seclusion to the Character Area, removed from the busy streets which surround it. The church yard marks the edge of the village and Conservation Area's envelope, backing onto undeveloped farmland which heightens this sense of seclusion and adds a rural feel, contrasting to the urban appearance of the centre of the village.

The recreation ground forms the western section of the Character Area and is another important break in built form which provides a distinction between the two historic centres of development which formed the medieval St Osyth, the village and the Creek. The undeveloped nature of the recreation ground allows for views towards the Creek, which contributes to the significance and understanding of the Conservation Area as a historic settlement which owes much of its prosperity to its proximity to the Essex coastline.

At the eastern corner of the Recreation Ground is the village's War Memorial (Figure 49).

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Character Area Four: Point Clear Road and St Osyth Creek

Character Area Four encompasses the ribbon development on Mill Street and Point Clear as they meet at St Osyth Creek. Here the water, valley, marsh and associated maritime activities dominant the appearance of the area.

Layout

Water courses are an important feature of St Osyth Conservation Area and its setting . Character Area Four encompasses part of St Osyth Creek and this section of the Conservation Area is dominated by the presence of the Creek and Mill Dam Lake, which separate the village core from the residential ribbon development on Point Clear Road.

Character Area Four follows the line of Mill Street and its transition into Point Clear Road onto the western edge of the Conservation Area. Development is loose, composed of mostly detached houses although the density of development increases on Mill Street at the eastern edge of St Osyth Creek. The topography of the Character Area gradually falls and rises around the Creek , which is located in a slight valley. High points on Mill Street and Point Clear Road afford generous views along the road which gently curves and undulates around the lake and creek.

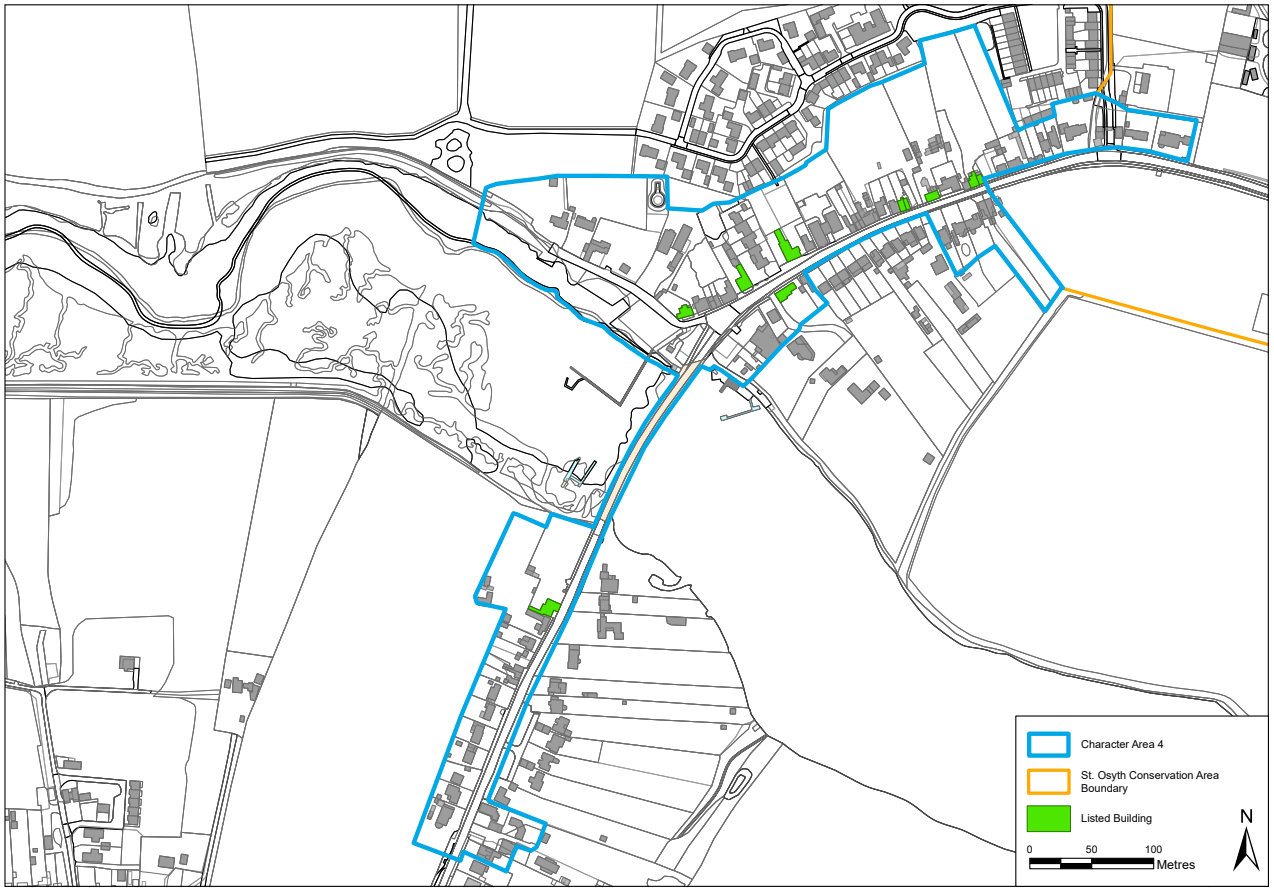


Figure 50 Map of Character Area Four

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Figure 51 St Osyth's water courses



Figure 52 Mill Dam Lake



Figure 53 Topography of the area



Figure 54 Point Clear Road

The presence of the Priory is visible in the eastern section of the Character Area where it meets Area Three and the Priory grounds. New development of the Priory's grounds has altered Character Area Four in recent years. Development of new homes is accessed via an entrance off Mill Street, opposite the recreation ground. The bulk of the new development is located off Westfield Lane, a new road which runs almost parallel to Mill Street, culminating at a new cul-de-sac arrangement of properties close to the Creek's edge, north of the existing properties which flank Mill Street.



Figure 55 New development of The Priory's grounds

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Building Materials and Boundary Treatments

Traditional buildings are prevalent in this section of the Conservation Area, although more diluted by twentieth century infill housing than in other areas. The design of buildings in the Character Area is predominantly vernacular, reflecting the age of the settlement. Some formalisation of the architecture has occurred in the eighteenth and nineteenth centuries and there are examples of older buildings which have been re-fronted or altered to have a more symmetrical, classical, outward appearance. An example of this is The White Hart Inn (Figure 56), the eighteenth/nineteenth frontage conceals an earlier sixteenth/seventeenth rear range. Buildings in this Character Area are not as old as those in other sections of the Conservation Area, reflecting how the fortunes of the village changed following the dissolution of the Priory. Buildings in this section of the Conservation Area typically date from the eighteenth century or later, giving it a distinctively modern appearance (Figure 57), comparative to the medieval core of the village.

Weatherboarding, brick and render are the varied exterior finishes, with differences in brick colour tone and bond providing a material differentiation between modern and older properties. Timber boarding features on a number of properties and is painted black or white, with less regularity than in other sections of St Osyth. In Character Area Four black and white paint is used interchangeably for the main and side elevations of properties.

Roofs are predominantly tiled, with a few examples of natural slate. Tiles are typically red, plain, handmade clay on older properties and concrete on more recent properties, either pantiles or interlocking, Roman tiles. Gabled and hipped roofs are typical and are also indicative of a property's age (Figure 59), with hipped roofs appearing on later, nineteenth century dwellings, of which there are a few examples at the eastern edge of the creek on Mill Street. Buildings are typically two storeys



Figure 56 The White Hart Inn



Figure 57 Post medieval character



Figure 58 Timber boarding



Figure 59 Roofscape



Figure 60 Example of historic walls

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Figure 61 Numbers 45-49 Mill Street



Figure 62 Old Mill Cottage

in height with central or flanking chimneys. There are two examples of three storey buildings, The Old Mill House (no. 81) and 67 Mill Street, both of which are prominent buildings within the street scape by virtue of their height and design. The white weatherboarding of 67 Mill Street and buff brick of 81 Mill Street add to their prominent appearance, which contrast strongly with the surrounding red brick of neighbouring dwellings.

Where present, uPVC windows detract from the traditional appearance of the Conservation Area, as do satellite dishes and TV aerials.

Boundary treatments within the Character Area are minimal, with historic properties fronting the street and featuring no front boundary treatments. Modern properties are typically set behind front gardens which are demarked by low lying walls or hedgerow. There are some examples of unsympathetic fencing, however its presence is not dominant within the streetscape. Old walls add to the character of the area, marking historic boundaries and reflecting the age of properties within the character area (Figure 60).

Concrete post and rail fencing acts as a barrier between the areas of water and the footpath/road. The northern edge of Point Clear Road as it meets Mill Street by the Creek is dominated by boats, which are moored within the Creek. At low tide the creek is marshy and has a functional appearance, evocative of the area's former industrial use.

Listed Buildings and Non-designated Heritage Assets

There are nine designated heritage assets within Character Area Four, as shown on Figure 50.

Included within the Character Area Four is a Grade II listed water Hydrant, made from cast iron and ornately decorated. The Hydrant is located in front of 45-49 Mill Street (odds), a small terrace of Grade II listed cottages, formerly a hall house (Figure 61). The core of the terrace dates from the fifteenth/sixteenth century and is timber framed and part weatherboarded with a central jetty to number 47. Although heavily altered, the building's jetty and steeply pitched roof are external clues to its age.

The Old Mill House and Old Mill Cottage (Figure 62) are both located on the northern edge of Mill Street and provide an indicator to the development of this section of the Conservation Area. Located closest to the Creek edge, the Grade II listed Old Mill Cottage, 95 Mill Road is an unassuming although rather grand weather- boarded building, dating from the eighteenth century, two storeys in height and with a traditional roof form and fenestration. In comparison, The Old Mill House, 81 Mill Street, is a large, three storey classical

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structure, built from brick (Figure 63). Although neither are still associated with a mill, which has long been demolished, the names and differing building styles of each house are perhaps indicative of the changing fortunes of the village, The Old Mill House perhaps being built to usurp the original Cottage and to display the architectural fashions of the time.

Hillside, a Grade II listed Georgian house, is an important feature of views towards Point Clear Road from the Creek (Figure 64). Located at the crest of the hill, the property's hipped roof and symmetrical main façade face the Creek, acting as a bookend to the ribbon development to the west on Point Clear Road. The building is a clear marker of the break in residential development in this section of the Character Area, its manicured gardens giving way to the rough, maritime qualities of St Osyth Creek.

Contribution by Other Buildings

Other buildings which make a positive contribution to the Character Area are located north of Mill Street, by St Osyth Boatyard and the Creek. This area features appreciable architectural interest, showcased by Quay House, Mariners and Summer Cottage. The three properties represent different phases and influences of development in this area and the wider village and are a contrasting group, showcasing traditional Essex features, such as the gambrel roof Summer Cottage, which contrasts to the simple gable of Mariners. The use of traditional materials on the three properties, coupled with their setting and the functional, rough appearance of St Osyth Boatyard create a visually stimulating and diverse area which contributes positively to the Character Area and overall significance of St Osyth Conservation Area.

The development on Point Clear Road encompasses mostly twentieth century buildings, interspersed with older properties. 20 - 24 Point Clear Road make a positive contribution to the Conservation Area, their appearance and proximity to the road indicative of their age, comparative to twentieth century dwellings which are set back from the road, behind areas of garden space.

31 Point Clear Road marks both the edge of the Conservation Area and the village edge, although development within its grounds has expanded the village envelope slightly in recent years. Marked on the first edition OS map as Hill House, the property appears to have been partially demolished since the OS map was created, which has resulted in its truncated appearance.



Figure 63 The Old Mill House, 81 Mill Street



Figure 64 Hillside

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Landscaping and Open Spaces

The Creek and Mill Dam Lake dominate the central section of the Character Area, altering the diurnal and perceptual qualities of Mill Street and Point Clear Road. The break in residential development, associated infrastructure, smells and sounds of the Character Area's watercourses bring a different feel to the area which contrasts heavily with the density and urban character of Areas One to Three.

Despite the dominance of the open water in Character Area Four, there are few spaces of open land which furthers the sense of seclusion and separation from the rest of the village. Here nature and nautical features dominate, with residential development concentrated on a tight route along the principal route, Mill Street.

Mill Street Car Park, on the eastern edge of the Creek is largely undeveloped and informal, which contributes to the character of the Creek. Formal planting or designated parking bays should be resisted in this area – although next to the waterfront, this section of open space benefits from its rustic, functional and traditional appearance which reflects the vernacular appearance of surrounding properties. Formalisation of this space would be reminiscent of planned Victorian sea fronts and promenades, such as those in neighbouring Clacton and at odds with the historic, informal charm of St Osyth.



Figure 65 Gambrel roof Summer Cottage



Figure 66 Number 31 Point Clear Road



Figure 67 Open space and street furniture

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Character Area Five: The Priory and Park

Character Area Five encompasses The Priory and its Parkland, the former defined by its prominent boundary walls and overt historic character, the latter by its landscape and open space.

Figure 68 shows the extent of the Character Area.

Layout

Built form in the Character Area is clustered around the Priory's southern entrance and Gatehouse. This was the location of the core monastic buildings and remains the focus of activity and built form within the Priory grounds to this date. The interconnectivity between the village and priory is clearest in the area surrounding The Bury, with the landscaped and carefully laid out nature of the land surrounding the Priory's buildings gradually giving way to the informal, open deer park and woodland which make up the northern section of the park.

Despite its prominence and importance to the significance of the Conservation Area, St Osyth Priory is to a large extent shielded from public view by its imposing perimeter wall which gives a distinct character and appearance to other Character Areas.

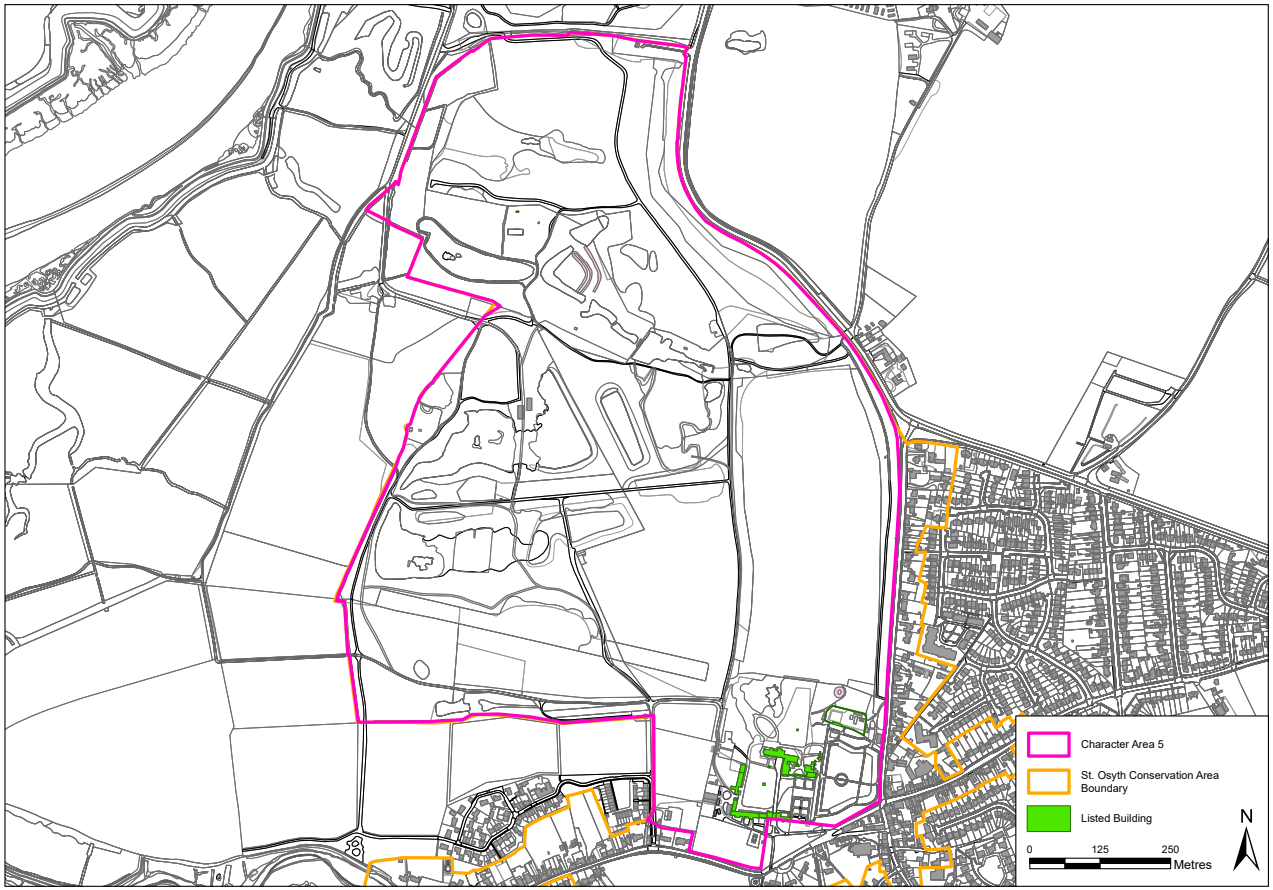


Figure 68 Map of Character Area Five

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Figure 69 Aerial image of St Osyth Priory (Copyright Essex County Council)



Figure 70 Aerial image of St Osyth Priory (Copyright City & Country)

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The Gatehouse is a focal point of The Bury but otherwise views of the Priory are only glimpsed from the public realm and incidental, afforded due to the scale of buildings such as the tithe barn and Abbot's tower, rather than through a planned boulevard or vantage point, for example.

Building Materials and Boundary Treatments

The outer Priory Gatehouse (as seen from the public realm) is an outstanding example of flushwork (Figure 71), a building technique where decorative sections of ashlar stonework are infilled with carefully knapped and squared sections of flint. The use of flushwork was notoriously dictated by the lack of good building stone in East Anglia, where examples of the technique is most commonly found, and its exemplary application at St Osyth means the Gatehouse is of national importance. Built in the late fifteenth century, the Gatehouse was converted to residential accommodation in 1958 when the external façade was restored and renovated. It features carvings of St Michael and the dragon on the arch spandrels of the gateway, which is vaulted internally. The gateway leads to a vast quadrangle known as the Green or South Lawn (Figure 72), which is largely enclosed by buildings or walls and has a collegiate appearance.

West of the Gatehouse are former agricultural and service buildings, including the eleven-bay Tithe barn, which is partially visible from the public realm. On its courtyard facing elevation, the barn features a stone septaria wall, in contrast to its weatherboarded south face which is visible in the wider Conservation Area and features three midstreys/porches. The mixed stone and timber construction of the barn is unusual and seemingly used for aesthetic rather than practical reasons. The barn has a collar purlin roof with windbraces and is thought to have been built by the Darcys in the second half of the sixteenth century.

The pre-dissolution wealth of the Priory is highlighted by the heavy use of stone within its grounds, which would have been an expensive building material due to the lack of naturally occurring stone within Essex, meaning it would have to have been imported from further afield. The Brewhouse, north of the Gatehouse, is built in stone and brick and also dates from the sixteenth century, which suggests the Priory underwent significant changes and redevelopment during this period, shortly before its dissolution.

Aside from the Gatehouse, the Darcy Tower is the most prominent use of stone in the Priory complex and visible throughout various sections of the Conservation Area, not only Character Area Five. Adapted to form part of the Darcy family's reimagining of the Priory site, the tower and Darcy range incorporate elements of



Figure 71 Flushwork of the Priory gatehouse



Figure 72 The Green or South Lawn

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Figure 73 Gerogian Darcy House

the early twelfth and thirteenth century remains of the dorter range of the Abbey. The Tower is built in ashlar and septaria stonework with flint galletting (filling) and features octagonal turrets and is thought to have acted as an eastern entrance to the site. Ongoing repair work has seen the tower covered in scaffolding in recent years, the removal of which would be beneficial to wider views and should signify the beginning of a new phase of use and vitality for the Priory.

The use of timber framing is an important feature of the surviving Priory buildings and offers important clues to the ages of buildings, such as The Bailiff's Cottage, a one and-a-half-storey stone building which, following the removal of a plaster ceiling in 2006 was revealed to feature a smoke-blackened scissor-braced roof which has been tree-ring dated to 1285-93. This evidence suggests that the cottage was originally a bakehouse or brewhouse for the Priory, which would have required a large open fire.

Brick is another important building material used across the Priory site, including the Georgian Darcy House, the surviving section of a much larger brick building which was built by the 3rd Earl of Rochford. The Darcy House is relatively plain, featuring a large bow fronted bay. Its comparatively simple appearance, when compared to the highly decorated outer Gatehouse and other Priory buildings provides a striking visual contrast and sense of refinement, emphasised by the bright, rich red tone of the brickwork. 'Vintoner's Gatehouse', on the easern side and adjoining The Darcy House , is aligned on the outer gateway which originally lead to the Abbot's lodgings. It is a remarkable example of older, Tudor, brickwork, featuring a large oriel window at first floor with Italianate decoration. The combination of brickwork and stone used on the Tudor section provide a strong visual contrast to the classicising Darcy House, highlighting the phased development of the Priory and changing architectural trends. Vintoner's Gatehouse is demarked with the date 1527 and was remodelled internally and on the north side by Sir John Johnson in the late ninteenth century and features a drawing room and large banqueting hall. Adjoining Vintoner's Gatehouse is a range of gabled brick buildings, the location of which corresponds roughly to the western cellarer's range of the Abbey's no longer surviving cloister.

Listed Buildings and Non-designated Heritage Assets

The Priory Grounds are designated as a Grade II registered park and garden, which includes almost all the Priory's buildings, with the exception of Priory Farm.

Within the Priory's grounds there is also a scheduled ancient monument, the boundary of which encloses both ruinous and unused buildings and those in residential use. There are 22 individually listed structures, seven at Grade I and two at II*.

The high grading and quantity of listed structures within the Character Area emphasises the national importance of the Priory and the Conservation Area. Of all the designated heritage assets across England, approximately 2.5% are Grade I listed, seven of which are located at The Priory.

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Contribution by Other Buildings

Other buildings within the Character Area include a small cottage north east of the Priory complex and various agricultural units included within Priory Farm. These serve to provide indicative and evidential value to the use and adaption of the Priory over time, from an ecclesiastical centre to private residence with an agrarian function.

Landscaping and Open Spaces

The Priory's parkland is located to the north and west of the Priory buildings, between Colchester Road to the east, and Flag Creek to the west. Historically, this was the 'Little Park' of the Priory, the 'Great Park' was situated to the east of the village; the medieval park would have been more extensive than its present 95 hectares. No features relating to the medieval parkland have survived except for the Splayed Avenue, the shape of which suggests it may have been used for hunting deer, and the cluster of ponds within the parkland which were probably fishponds. At the east end of the Splayed Avenue is the Domesday Oak tree, which is thought to be 5-600 years old.

The parkland is ecologically very important, supporting a number of protected mammal and bird species and benefitting from a close relationship to the adjoining wetlands and nature reserve (Figure 75). Documentary evidence shows that the Priory featured walled gardens and enclosures within its parkland which are partially retained. The parkland is predominantly nineteenth century in character but features elements of monastic, post-reformation and eighteenth-century arrangements. It provides an important setting to the Priory buildings and has a strong group value with the scheduled monument and listed buildings. Nineteenth/twentieth century gardens are contained within sixteenth century walls, flanked by medieval buildings which combine to create a multi-layered, intricate and historic site.

Whilst the principal entrance to the site is at the south eastern corner, via the imposing Gatehouse, an early eighteenth-century drive enters the park close to Colchester Road, following a curving track south through the park. There are additional entrances from Mill Street and The Creek (Figure 76), which are incorporated into the new housing development currently under construction, sections of which are located within Character Area Four.



Figure 74 The Priory Parkland



Figure 75 The Priory's ecological connection

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Figure 76 Entrance from The Creek

Surviving features such as the ruins of a Hermitage, Nuns Wood and twentieth century mineral extraction provide further clues to the former usage of the parkland, which has benefitted from a history as varied as the Priory buildings', altered and adapted to suit its owner's needs. The parkland is an important example of open space and surviving parkland in the county, relatively intact and undeveloped. Work is currently being undertaken to improve and enhance the parkland, including the construction of new buildings, informed by the history of The Priory.

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3.4 Views

Key views are identified on Figure 77. The views included are a selection of key views in public areas; this list is not exhaustive and there are numerous other views of significance, namely those in private land. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or bespoke to that proposal. It is also notable how these views alter in character between winter and summer months which must be taken into account.

Views of the Priory, Creek and Church are important to the understanding of the Conservation Area, its history and significance. The western section of the Conservation Area frequently affords long views over water, marshland and cultivated fields, lined in places by residential development and the Priory complex. The inter-visibility and contrast between these elements is an intrinsic feature of the Conservation Area and should be preserved.

The height of the Abbot's tower means its is visible in the distance from many directions, acting as a marker for the settlement. Aside from the Gatehouse, the tower is the most visible and commanding Priory building within the village, views towards which are important and indicative of the character and special interest of the Conservation Area.

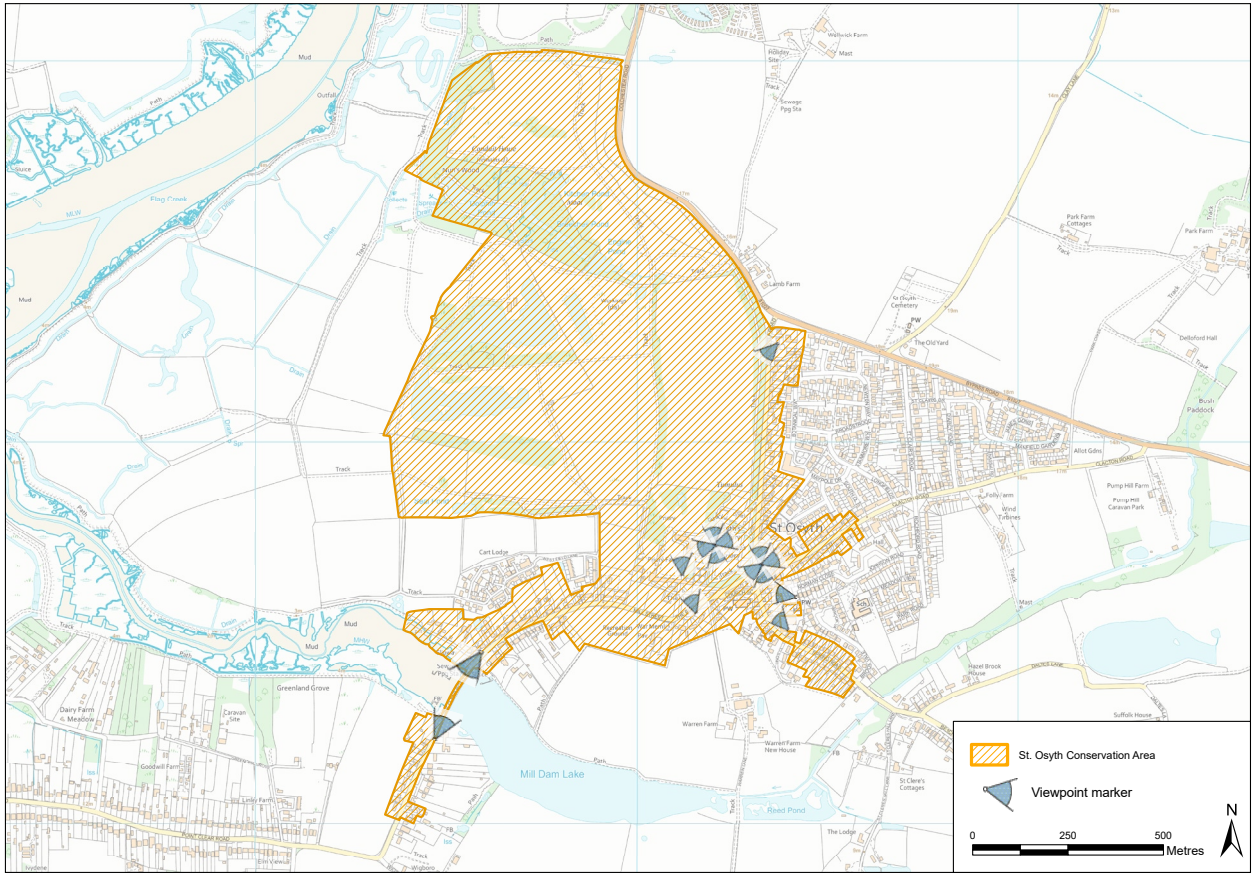


Figure 77 Map of views

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The visibility of the Priory walls throughout the Conservation Area is another important aspect and continual view which contributes to the significance of the St Osyth Conservation Area, ensuring that the presence of the Priory is felt throughout the wider area. The varied construction method and building materials used on the Priory's walls also emphasise the history of the Priory, offering visually stimulating views on Mill Street and adding an additional layer to the urban character of Colchester Road.

Although largely obscured by the tightly built-up spaces of Stone Alley and Church Square, glimpsed views of St Peter and St Pauls Church are particularly notable, whose squat square tower is a bold visual contrast to the steeply pitched, gabled houses which surround it.

3.5 Beyond the Conservation Area Boundary

Setting is described in the glossary of the National Planning Policy Framework as:

"the surroundings in which a heritage asset is experienced… Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral".

In paragraph 013 of the Planning Practice Guidance, it is stated that all heritage assets have a setting. The extent and importance of setting is often expressed by reference to visual considerations. Although views of or from an asset will play an important part, the way in which we experience an asset in its setting is also influenced by other environmental factors such as sensory experiences and our understanding of the historic relationship between places. For example, sites that are in close proximity but are not visible from each other may have a historic or aesthetic connection that amplifies the experience of the significance of each.

This section discusses attributes of setting to the St Osyth Conservation Area, and how setting contributes to the significance of the Conservation Area as a heritage asset.

Surrounding Landscape

The Conservation Area draws significance from the surrounding, undeveloped, rural landscape. The Conservation Area's setting within an undeveloped, historically agrarian and estuarine landscape permits an appreciation and understanding of the historic development of St Osyth as a relatively isolated rural settlement. As demonstrated by some of the key viewpoints, there are also strong visual links between the Conservation Area and the heritage assets within it and the surrounding landscape .

The St Osyth Creek and Mill Dam Lake with associated banks of trees, reeds, and buffering farmland make a positive contribution to the setting of the Conservation Area. They are visible from the area and afford views towards it along the water, contributing to our appreciation of the water network within the Conservation Area.

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The farmland which surrounds the Conservation Area, particularly to the south, also makes a positive contribution and highlights the rural character of the settlement here. Fields stretching to the south can be seen from the tower of St Osyth Priory.

The tidal estuaries of Brightlingsea Creek also make a positive contribution to the Conservation Area. Located on low ground to the west, they can be seen along the western boundary of St Osyth's Priory, and are a prominant element within the landscape for views here.

Other heritage assets beyond the Conservation Area boundary include:

- Warren Farmhouse and curtilage buildings (List UID: 1337161) GII;
- Tan Cottage and The Old Cottage (List UID: 1111483) GII;
- Lamb Farmhouse (List UID: 1111478) GII;
- Folly Farm Barn south of Clacton Road and East of Rochford Road; and
- St Osyth Cemetery and two mortuary chapels within.



Figure 78 Fields to the south of the Conservation Area

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4. Opportunities for Enhancement

The following key issues have been identified and are summarised below in brief. The list is in no way exhaustive and neither are the issues identified unique to St Osyth, with many being shared with other Conservation Areas.

4.1 Car Parking

Car parking can have an adverse effect on the character of a Conservation Area, impacting the street scene and how the area is experienced. St Osyth contains some areas where parking is particularly an issue and presents an opportunity for enhancement. Throughout the area, there is a shortage of off-road parking. Parking is predominantly on-street, and thus does little for the appearance of the Conservation Area.

Car parking along Colchester Road is particularly problematic, as it creates a narrow navigation and vehicles travel rapidly along its straight length. There is scope for subtle and sympathetic traffic calming measures to be introduced, to ensure the safety of pedestrians and better appreciation of the character of the area here.

4.2 Vacant Buildings

Vacant buildings can have a negative impact on the character of the Conservation Area and pose an opportunity for enhancement through reinstating use.

No. 25 Mill Street, named ‘Whitehouse’, is currently vacant. There are signs that this is impacting the historic fabric and exterior of the building, with decay starting to show to windowsills, the door and doorframe and the external paint. There is potential for the building to make an enhanced contribution to the street scene and Conservation Area, after maintenance to features and cleaning or repainting the façade.

4.3 Loss of Architectural Details

A widespread concern within the Conservation Area is the number of windows, porches, chimney stacks and other architectural elements which have been lost or replaced with those of inappropriate design and materials. Often these replacements do not pick up on traditional detailing and profiles, glazing pattern, palette of materials or design.

The loss of these features impacts the streetscape and roofscape of the Conservation Area, and there is scope to enhance or reinstate these historic features to make a positive contribution to the historic character of the area. The loss of front porches in particular is apparent along Clacton Road.

Inappropriate infilling between historic buildings, also particularly apparent on Clacton Road, highlights the impact that cumulative loss of features, development pattern and grain, and modern alterations can make to the historic character of the street.

Throughout the area, there are examples of the loss and poor maintenance of historic rainwater goods. For example, at Dukes Bistro, the painted guttering impacts the historic façade of the building, and the ineffective pipe to the east of the façade has led to rainwater damage to the brickwork.

There has also been cumulative loss of front garden plots to houses where paving has been installed for car parking. This loss of original boundary treatment and small front gardens impacts the rhythm and building line, creating gaps which make a negative impact on the streetscape.

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4.4 Unsympathetic additions

Throughout the Conservation Area are examples of inappropriate and unsympathetic additions which can make a cumulative negative impact on the area. The addition of uncharacteristic modern porches, as well as the installation of unsympathetic additions to buildings such as air conditioning units, extraction flues, and TV aerials to street facades, sides and rears to buildings, harm the historic character and qualities of the area. In some cases, unsympathetic fixings (such as to Grade II Listed Tulip Hall, 29 Clacton Road) can affect the historic façade of buildings. Care should be taken to ensure that unsympathetic additions do not have an impact on views along historic streets and the character of groups of historic buildings is preserved.

Within residential areas in particular, the agglomeration of structures through additional side developments between detached properties can have a detrimental impact to the historic grain of the village, and our appreciation of its development. St. Osyth is a historic settlement and has been subject to a considerable degree of infilling and building on larger gardens. It is considered that further development in this way would most likely harm the character of the Conservation Area. The more substantial older properties are enhanced by the setting provided by their reasonable and proportioned gardens. Backlands are important features of old town centres and villages, being part of the grain of the historic town plan and representing areas that had a service function in relation to the main street frontages. Those that survive in St. Osyth provide spaces useful for service areas and off-street parking. Similarly, the installation of unsympathetic and piecemeal boundary treatments can harm the immediate setting of historic buildings and spaces and the use of inappropriate railings, walls, and fences make cumulative harm to the street scape and character of the area. This is particularly evident along Colchester Road, where the concrete and barbed wire boundary fencing of St Osyth's Priory is uncharacteristic of the historic parkland, and impacts the approach into the village from the north as well as views towards the registered park and garden.

Within commercial properties, the removal and replacement of plastic and vinyl signage is considered to be an opportunity for enhancement. The use of overly large signage, and particularly of plastic and vinyl signage, can create a visually cluttered street and detract from the historic character of an area and should be avoided.

The introduction of an inappropriate colour palette is also a concern within the Conservation Area, for example the Fuchsia Pink painting to The Old House, 27 Spring Road, which was previously Suffolk Pink. By using a palette which is out of keeping with the area, buildings can be visually domineering within a streetscape, and therefore have an impact the character of the area and group value of a street scene.

4.5 Inappropriate Modern Development

There are some cases where inappropriate modern development has made an impact to the character of the Conservation Area. Though now removed from the Conservation Area the housing development at Old School Close makes poor contribution to the setting of the Conservation Area and the setting of the Grade I listed Church of St Peter and St Paul.

The current St Osyth Priory housing development is currently being constructed, located within the immediate setting of the Registered Park and Garden and within the Conservation Area. The siting of the development impacts the historic, linear pattern of development along Mill Street, adding uncharacteristic density to the buildings within the area.

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4.6 Neutral Contributors

A number of buildings are currently considered to make a neutral contribution to the character and appearance of the Conservation Area. The historic buildings that fall into this category still contribute to the area's character and appearance, and their contribution should not be underestimated and certainly should not be considered negative. The majority of these historic buildings have the potential to make a positive contribution but due to the loss of original architectural details, front boundaries, and unsympathetic additions, are considered to be neutral contributors which can lead to an underwhelming and indistinctive overall character. Through small scale improvement works, such as reinstating boundary treatments, planting, appropriate replacement windows, more traditional signage and use of colour, and preventing further loss of architectural form and features, these buildings would be enhanced and their positive contribution realised. Similar interventions to the more modern neutral buildings could help to better aesthetically integrate them into the area.

4.7 Public Realm

Street Furniture (including lampposts, benches, signage, bins, bollards)

Street furniture throughout the Conservation Area is generally of good quality, and sympathetic in character, particularly with regard to benches, bins, bollards and flower planters. Streetlights however are fairly inconsistent and modern in design and would be enhanced through replacement with traditional and consistent streetlights which respect the historic character of the area.

It is considered that there is also opportunity for improvement to be made to the signage at Bar Corner Cross; in places, the overly large and unsympathetic plastic fascia dominate the facades of buildings and harm the overall historic character of the street.

Hard Landscaping

While road surfacing is generally of a good quality, there are some areas that would benefit from consistent maintenance, such as on The Bury and Mill Street. Pavements are typically of good quality, although would also benefit maintenance in places. Small scale pavers and stone curbs, such as those found along The Bury and Spring Road, add interest and detail to the hard surfacing in the area, and should be replicated where possible throughout the Conservation Area.

Hard landscaping can have a particularly harmful impact on the character of the area where areas of private front gardens have been paved over in a piecemeal approach and are inconsistent with their neighbours and adjoining paving.

Open Spaces

The open and green spaces in the Conservation Area make a positive contribution and are integral to its character in many instances, particularly at The Bury, the Recreation Ground and the Mill Dam. The maintenance needs of these spaces should be considered and, where appropriate, opportunities taken to enhance them and ensure access is maintained through roadside pathways and public rights of way.

Trees and Planting

Appropriate levels of maintenance need to be ensured and, where required, opportunities for enhancement sought to maintain and manage the trees within the Conservation Area. There are opportunities to enhance the verdant appearance of the Conservation Area along The Bury and the South west side of Spring Road, where paving dominates the junction with Spring Road and Old School Close.

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4.8 Access and Integration

St Osyth is not served by rail links arterial highways. The two main roads into the village, Colchester Road and Clacton Road, are both accessed from the B1027 connecting Clacton-on-Sea with Colchester The predominant road route between Clacton-on-Sea and Colchester is via the A133, which makes the B1027 less busy, and this has partially preserved the quiet historic character of the village. Improving awareness of the historic village could be facilitated by improved signage at the junction between Clacton Road and Colchester Road where they each meet the B1027. Further away from the settlement, signage to the historic village could be improved at the Clacton junction of the B1027 and the A133, and at Thorrington Cross junction, where the village's historic significance is not signposted.

4.9 Interpretation

The Registered Park and Garden is a key feature within the Conservation Area and makes a positive contribution to its special interest and understanding of its historic development. Currently, there is little integration between the park and the village, its boundary marked by high flint and brick walls and planting. The gatehouse to the south of the park affords the best views from the village towards the park. Consideration should therefore be given to the potential benefits of an appropriately located and well-designed interpretation board on the Bury, explaining the history and features of St Osyth's Priory; the views afforded from this location make it the ideal location for such an installation and raising awareness in the Conservation Area.

The publication of guidance to inform building owners and residents within St Osyth of the Conservation Area status and the effects of the designation should be considered.

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5. Management Proposals

There are a wide range of issues facing the St Osyth Conservation Area, many of which share common themes. This section recommends management proposals which address these issues in both the short and long term.

5.1 Positive Management

The first set of proposals relate to Positive Management and focus on good practice and improved ways of working within the Local Planning Authority. These are generally low cost and can be implemented within a short time frame, typically within one or two years.

Local Heritage List

Tendring District Council is in the process of developing the local heritage list. Suggestions have been made within this document for this list.

Article 4 Directions

Article 4 Directions are additional planning controls which can be introduced by a Local Planning Authority to revoke certain Permitted Development Rights. Permitted Development Rights allow building owners to carry out certain works to their properties without the need for planning permission and are set out within the General Permitted Development Order.

Article 4 Directions served on properties within the Conservation Area would introduce the need to apply for planning permission for certain works and this would allow the Council to better preserve and enhance the area by ensuring high quality design and use of traditional materials.

Enforcement

Where the necessary permission is not sought for alterations which are not contained within the General Permitted Development Order, the Local Planning Authority should consider its enforcement powers. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic works.

General Maintenance: Public Realm

Through the agreement of a standard good practice within the Conservation Area between relevant Local Authority teams and other landowners, long term goals can be set to promote good design within the public realm. This can include elements such as responding to existing character to preserve local distinctiveness, ensuring appropriate wayfinding, and agreeing a standard street furniture to ensure consistency over time as elements are introduced or replaced. This will have a long-term positive impact on the Conservation Area.

Heritage Statements, Heritage Impact Assessments and Archaeological Assessments

In accordance with the NPPF (Para.194), applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications within the Conservation Area and immediate setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, trees or highways on key views should be considered to aid decision making.

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This includes development outside the conservation area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: The Setting of Heritage Assets (2017). Applications which fail to have assessed any impact upon views and setting should not be validated. This is particularly important for the development of any sites allocated for development as part of the Local Plan process as the change to the setting of the Conservation Area should be fully assessed, understood and, where necessary, mitigated.

Tree Management

Trees that are either located in a Conservation Area, covered by a Tree Preservation Order or planning condition have a degree of protection.

Where a tree is protected consent must be given by the Council in writing before you do any works to it including cutting down, uprooting, topping, lopping, severing roots, wilful damage or destruction. The Council must be notified of any intended works to trees through the submission of a Notification of Proposed Works to Trees in a Conservation Area.

Where trees contribute to local amenity and the character or appearance of the Conservation Area their retention and appropriate management will be encouraged. If felling is necessary due to the condition of the tree (dead, dying or dangerous) then an appropriate replacement tree should be planted.

New Development

To be successful, any future development needs to be mindful of the local character of the conservation area, while at the same time addressing contemporary issues such as sustainability.

Historic England guidelines state that successful new development will:

- Relate to the geography and history of the place and the lie of the land;
- Sit happily in the pattern of existing development and routes through and around it (including public footpaths);
- Respect important views;
- Respect the scale of neighbouring buildings;
- Use materials and building methods which as high in quality of those used in existing buildings; and
- Create new views and juxtapositions which add to the variety and texture of their setting.

Tendring District Council should guide development in a positive manner by:

- Engaging with developers at an early stage through the Pre-Application Process and Local Plan Process to ensure modern development is high quality in design, detail and materials.
- Ensuring medium-large scale development schemes are referred to a Design Review Panel (or similar) to ensure that new buildings, additions and alterations are designed to be in sympathy with the established character of the area. The choice of materials and the detailed design of building features are important in making sure it's appropriate to a conservation area.
- Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

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Neutral Elements

The dilution of positive buildings amongst those which are neutral leads to an underwhelming and indistinctive overall character. Tendring District Council must not allow for the quality of design to be 'averaged down' by the neutral and negative elements of the built environment. Officers must, where possible, seek schemes which enhance the built environment.

Public Facing Resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of St Osyth's built heritage.

5.2 Positive Management: Longer Term

These proposals are also focussed around positive management but either take longer to implement or are better suited to a longer time frame.

Conservation Area Boundary

The Conservation Area boundary has been revised within this appraisal in accordance with the NPPF (2021) and Historic England Advice Note 1: Conservation Area Appraisal, Designation and Management (2019).

The Conservation Area should be reviewed regularly to monitor change and inform management proposals. The boundary should be assessed as part of this review to ensure it is robust and adequately protects the significance of the area.

Character Appraisal and Management Plan

The Conservation Area Character Appraisal should be reviewed regularly to monitor change and inform amendments and additions to the Management Plan.

Public Realm and Highways

The Highways Department should be engaged to conduct an assessment of existing signage within the conservation area with the view to 'de-clutter' the historic environment. Other case studies have found this was a cost-neutral exercise due to the scrap value of signage and posts.

Collaboration between the Highways Department and Local Planning Authority should ensure the maintenance and replacement programme for street furniture (including lampposts) and hard surfacing reflects the character and local distinctiveness of the Conservation Area.

Improved Understanding and Awareness

At present there is no interpretation (information boards, signage, interactive QR Codes) within the Conservation Area aimed at improving understanding and awareness. This would be an effective way to improve the awareness and re-establish the identity of St Osyth as a historic settlement.

Heritage at Risk

Currently the Conservation Area is included on the At Risk Register. It is advised that the Council and key stakeholders collaborate to devise a long term strategy for the Conservation Area, and those elements within the area that are also at risk such as the Scheduled Monument.

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5.3 Funding Opportunities

There are three main funding opportunities which would assist in the execution of these plans:

National Lottery Heritage Fund

The NLHF is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NLHF schemes Tendring District Council should consult their appointed Heritage Specialist.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon St Osyth These agreements could be used to fund public realm or site-specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.

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6. Appendices

6.1 Listed Buildings

List Entry No.	Name	Grade
1002193	Remains of St Osyth's Priory including the ruinous sections of a mid-C16 mansion	SAM
1000237	St Osyth's Priory	RPG-GII
1111495	St Osyth's Priory, Gatehouse and east and west flanking ranges	GI
1111466	St Osyth's Priory, Garden Walls located to the east and west of the Rose Garden, south of the Darcy Wall	GII
1337159	St Osyth's Priory, ruined east ranges of the Darcy House including the Tower and Chapel	GI
1416974	Kitchen garden walls and attached bothies north-east of St Osyth's Priory	GII
1111464	St Osyth's Priory, urn and stone pedestal approximately 50 metres north east of the abbots lodging	GII
1111463	St Osyth's Priory, ornamental steps flanked by urns in courtyard approximately 100 meters north of gatehouse	GII
1337157	St Osyth's Priory, Urn and Pedestal in courtyard approximately 50 metres north of Gatehouse	GII
1308972	St Osyth's Priory, Tithe Barn adjoining the west range of Gatehouse	GII*
1166310	St Osyth's Priory, West Barn and Baliff's Cottage	GII*
1146600	St Osyth's Priory, pump approximately 20 metres west of Bailiff's Cottage	GII
1111496	St Osyth's Priory, Brewhouse and wall between Brewhouse and West Barn	GII
1111462	St Osyth's Priory, Drying House	GII

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1337156	St Osyth's Priory, Stable Block adjacent to north west of barn	GII
1337156	St Osyth's Priory, Cartlodge adjacent to west of barn	GII
1337160	St Osyth's Priory boundary walls	GII*
1247779	K6 Telephone Box to South of St Osyth's Priory	GII
1166131	Little Thatch and Adjoining Cottage, 21 and 23 Mill Street	GII
1111486	31 and 33 Mill Street	GII
1166141	Giebros, 39 and 41 Mill Street	GII
1337171	45, 47, and 49 Mill Street	GII
1166148	Hydrant Immediately South of Jettied Crosswing of Cottages 45, 47 and 49 Mill Street	GII
1337172	The Old Bakery, 54 Mill Street	GII
1111487	White Hart Inn, Mill Street	GII
1111488	The Old Mill House, 81 Mill Street	GII
1309028	Old Mill Cottage, Mill Street	GII
1309037	Hillside, 12 Point Clear Road	GII
1111513	Church of St Peter and St Paul, Church Square	GI
1166000	1-4 Church Square	GII
1337147	Church Cottage and St Edmundsbury, Church Square	GII
1111514	Anvil Cottage, Church Square	GII
1111492	1 Spring Road	GII
1337136	3, 5, 7, Spring Road	GII
1166244	Pump to rear of 7 Spring Road	GII
1309004	4 Spring Road	GII

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1111491	8, 10, 12, and 14 Spring Road	GII
1111493	Cranfield,15 Spring Road and Cranfield Cottages attached to south; 17, 19 and 21 Spring Road	GII
1166213	Bay House, 16 Spring Road	GII
1166252	Little Priory and The Old House, Spring Road	GII*
1111494	37, 39, and 41 Spring Lane	GII
1337135	38, 40, and Chestnut Cottage Spring Lane	GII
1166224	46 and 48 Spring Lane	GII
1308965	89 and 91 Spring Lane	GII
1166012	The Hoy, 4 Clacton Road	GII
1111515	Tulip Hall, 29 Clacton	GII
1337168	Waterloo House with Return Shop Front to Clacton Road (2, 4, and 4A Colchester Road)	GII
1166007	St. Osyth D.I.Y. Centre and B.G. Stores at corner of Colchester Road	GII
1111482	Binders, 24 Colchester Road	GII
1111481	Elm Cottage and Manor Cottage, 32 and 34 Colchester Road	GII
1309066	The Kings Arms Public House, Colchester Road	GII
1337167	36 and 38 Colchester Road	GII
1111480	The Cottage, 60 Colchester	GII
1337166	Ivy Cottage/ Field Cottage, 72 Colchester Road	GII
1111479	Milestone on Western Verge Opposite Numbers 76-78 Colchester Road	GII
1337165	84 and 86 Colchester Road	GII

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6.3 Legislation, Policy and Guidance

LEGISLATION/POLICY/ GUIDANCE	DOCUMENT	SECTION/POLICY
Primary Legislation	Planning (Listed Buildings and Conservation Areas) Act 1990	66: General duty as respects listed buildings in exercise of planning functions. 72: General duty as respects conservation areas in exercise of planning functions.
National Planning Policy	National Planning Policy Framework (2024) DCLG	Section 16; Annex 2
National Guidance	National Planning Practice Guidance (2014) DCLG	ID: 18a
National Guidance	Historic England (2017) Historic Environment Good Practice Advice in Planning Note 3 (Second Edition): The Setting of Heritage Assets	
National Guidance	Historic England (2019) Statements of Heritage Significance Advice Note 12	
National Guidance	Historic England (2019) Conservation Area Appraisal, Designation and Management (Advice Note 1)	
Local Policy	Tendring District Council Local Plan (2007)	QL9 – Design of New Development QL11 – Environmental Impacts and Compatibility of Uses EN1- Landscape Character EN17- Conservation Areas EN20- Demolition within Conservation Areas EN21- Demolition of Listed Buildings EN22- Extension and Alterations to Listed Buildings EN23- Development within the Proximity of a Listed Building

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6.4 Glossary (National Planning Policy Framework)

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic environment record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

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Essex County Council

St Osyth Public Consultation Comments and Actions (2022)

Respondent	Summary of comments	Place Services' Response	Action Taken
CIlr John White	Comments that a correction is needed regarding the text in the history section. The remains believed to be that of Ursula Kemp (with in St Osyth) were tested and found to be male. Also states that the paragraph relating to The King Arms needs to be updated, as the pub is back in operation (it is described in the text as vacant).	Both edits will be made to the final draft.	Edits have been made to correct the inaccuracies. P59 amended to remove reference to the White Hart being vacant.
Historic England	Detailed comments on St Osyth not provided. The letter provides comments which give an overview on five appraisals conducted by Place Services for Tendring District Council. Comments relating to the document are: - maps, where provided, are clear and legible. - The inclusion of a management plan is positive, including the reference to CIl or S106 monies could be used. - Notes that the management plan should provide targeted policy and intervention which deals with any	Check the references to Article 4 Directions and the management plan.	No changes required — Article 4 directions and the management plans are felt to be sufficient and consistent.

	identified negative or detracting elements. - Strong encouragement of Article 4 directions; HE note that the reference to Article 4s is inconsistent across the five documents.		
Maureen Phillips	Comments express concern at the construction of new houses and how this will affect traffic on St Johns Road. States that traffic is already a concern due the affect it has on the village.	Traffic reducing matters would need to be approved an implemented by Essex Highways. Within the management plan it is identified that traffic calming measures would be beneficial, as would consultation with the highways authority.	No action taken as the possibility of reducing traffic is not within the realms of this appraisal document.
Natural England	`Natural England does not consider that the Tendring Conservation Area Appraisals & Local List Criteria Consultation pose any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation.'	No action required.	No action required.
The Sargeant Family (City & Country)	Provides commentary on inaccuracies in the historical development section — highlights a typo regarding the section on Ursula Kemp and requests changes to the text, to say the Priory was sold to The Sargeant Family, not City and Country. Questions the boundary in section 2.3 in relation to West Field and Spring Road — feels that this could dilute	All typos highlighted will be updated, as well as small additions to the text such as the references to the sections of the priory. The boundary has been assessed and is proposed due to the architectural interest of the area's included. We do not support the proposed	Page 11 updated to read `St Osyth's flourished [...] becoming one of the most important and powerful Abbeys in the local area' rather than `in the county'. Section also updated to read `following the dissolution of the Abbey' on P11.  P13 — `trialled' changed to `tried'

	the overall significance of the CA. Asks for an amendment to section 3.1 to state that the special interest of the CA is derived from the Priory in the first instance. Proposes a building highlighted as a non-designated asset is worthy of listing. States that the description of dormer windows in character area 1 implies they are not appropriate, whereas they feel dormers may be acceptable in some instances. Comments on the description of weatherboarding and dormer windows in character area 2. Disagrees with the wording and feels that it is too prescriptive and would limit new development. Also states that the butchers on Spring Road has a dormer — it does, but its not in this character area. Comments that character area three's description features a typo and that the The Bury should be within the Character Area 5. Disagrees that the houses on The Bury are a positive contributor to the CA. Comments on the descriptions in Character Area 5, The Priory, disliking the descriptions used for some of the buildings and	constriction of the boundary. Section 3.1 is felt to be an accurate description of the CA and will not be amended to stress the importance of the Priory as this suggests bias. A small section of text will be added to enhance the description. Place Services have not determined the building is worthy of listing, the respondent can submit an application for listing should they feel appropriate. The text regarding dormer windows and weather boarding in character area 1 are felt to be correct, however a sentence will be added to say that any change will have to be assessed on its individual merit. The typo in character area three will be amended; the boundary is not proposed for amendment. The Bury is a public place and therefore very different in use and access to the Priory and its associated park.	P15 `City and Country' changed to The Sargeant Family'.  P25 has been amended to add a section in brackets which describes St Osyth's Priory - (a scheduled monument and site of considerable historic and architectural interest).  P29 amended to read that dormer windows are `often disruptive' in the street scene. P34 amended to include the sentence `although instances of other styles and softwood boarding are present.' P64 amended to omit the references to CABE. No change to the description of the gatehouses, which are taken from the list entry. Vintoner's Gatehouse is placed in quotation marks in its first use and a description of the hall and reading room added. Page 56 has been adapted to clarify that the views are from public areas and three may be other

	seeking alternate title eg. `hermitage' rather than `grotto' Provides comments on the views section and offers their preferred views section and description of the parkland. Provides other commentary on the use of coloured paint/render in the conservation area, the new development currently being built by City and Country and the potential for interpretation boards.	The section on the Priory will be amended to refer to the respondent's preferred terminology if appropriate. The views will not be amended as per the request as these are not publicly accessible. The section on paint and interpretation boards will be amended to provide additional commentary. A number of the requests within the comments would alter the neutral descriptions we have aimed to use in relation to the priory and the land in the Sargeant's ownership. We do not feel it is appropriate to highlight that there were previously additional structures within the parkland (now lost), as requested, as this could be seen to suggest that further development of the park land would be acceptable subject to following old maps etc, yet this would not necessarily be the case. We also will not amend the text to promote or look	views of importance in private land areas. The text has been amended to read `Hermitage' rather than Grotto on page 55. A small section of text has also been added on page 55 to make reference to additional buildings in the parkland and works which are being undertaken.

		favourably on the development at the Priory. Whilst it was won at appeal, as stated within the response, this does not neutralise the negative affect it has on the conservation area and surrounding listed buildings.	

Notes from the event:

Boundary revision (separate document enclosed)

St Osyth

Boundary revision following public consultation

As part of this review, the Conservation Area boundary was revised to reflect changing methodologies of good practice and provide a robust boundary which includes the important aspects of St Osyth's unique built environment and landscape.

Following feedback from the public consultation event, a further boundary change was highlighted and has been reviewed by the Place Services team. A description and rationale for the change is outlined below:

Discussion

Excluding the creek from the conservation area boundary can support in more effective management on the historic built environment. It may prevent potential conflict between conservation goals and the need for water management and preserve the unique characteristics of natural waterways while ensuring the area of St Osyth's architectural and historic significance is robustly defined. The St Osyth Creek is also already partly reduced, and referred to within the setting assessment of the document (page 57).

Proposed Change

It is proposed that the Creek is further reduced from the Conservation Area boundary. The following text has been added to the document to highlight the proposed reduction:

The creek has also been reduced, to ensure the boundary more tightly reflects historic and architectural interest of the conservation area and support in more effective management of the area.



Figure 1 boundary revision 2025, shown by highlighted section on the map

Manningtree and Mistley Conservation Area Character Appraisal and Management Plan

Client:
Tendring District Council

Date:
July 2026







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1. Introduction

1.1 Summary

The settlements of Manningtree and Mistley are located on the southern banks of the River Stour which forms the northern border of Essex. They are located within the picturesque valley of the River Stour with wide views of the Suffolk border. The Manningtree and Mistley Conservation Area was first designated by Tendring District Council in 1969 and is situated at the northeast of Tendring District. The special interest of the Conservation Area is derived from the origins of both areas as port settlements, located in ideal positions on the River Stour estuary, and as centres for the malting industry. Mistley, originally designed as a spa settlement, expanded with the boom of the maltings industry to include artisan houses and terraces of workers cottages. Manningtree is a medieval planned town with a number of historic buildings illustrating its growth; this settlement was also a major centre for the maltings industry though in later years much of the processing was undertaken at Mistley. The railway runs through both settlements, providing direct links to London and Norwich in Manningtree and as part of The Mayflower line with Mistley. The Conservation Area comprises the medieval and post-medieval development of both settlements, including historic industrial areas and the designed landscape and parkland associated with Mistley Old Hall and Mistley Place (Figure 1).

As defined by the 'Planning (Listed Building and Conservation Areas) Act 1990, a Conservation Area is an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Conservation Area designation gives broader protection than the listing of individual buildings, as it recognises all features within the area which form part of its character and ensures that planning decisions take the enhancement and preservation of the quality of the area into consideration.

1.2 Conserving Tendring's Heritage

Tendring District Council appointed Place Services to prepare this Conservation Area Appraisal. The document is provided as baseline information for applicants to consider when designing or planning new development within the Conservation Area or its setting. This document provides an assessment of the historic development and character of Manningtree and Mistley and outlines its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these, along with their setting, make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Character Areas to new development, highlighting key assets of importance.

This appraisal will consider how different Character Areas within Manningtree and Mistley came to be enhanced as well as assessed their building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities can be used to assess the key characteristics of each area, highlighting potential impacts future developments may have upon the significance of heritage assets and the character of Manningtree and Mistley. This assessment is based on information derived from documentary research and analysis of the individual Character Areas.

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

This assessment follows best practice guidance, including Historic England's revised Advice Note 1 for Conservation Area Appraisal, Designation and Management (2019) and The Setting of Heritage Assets (2017).

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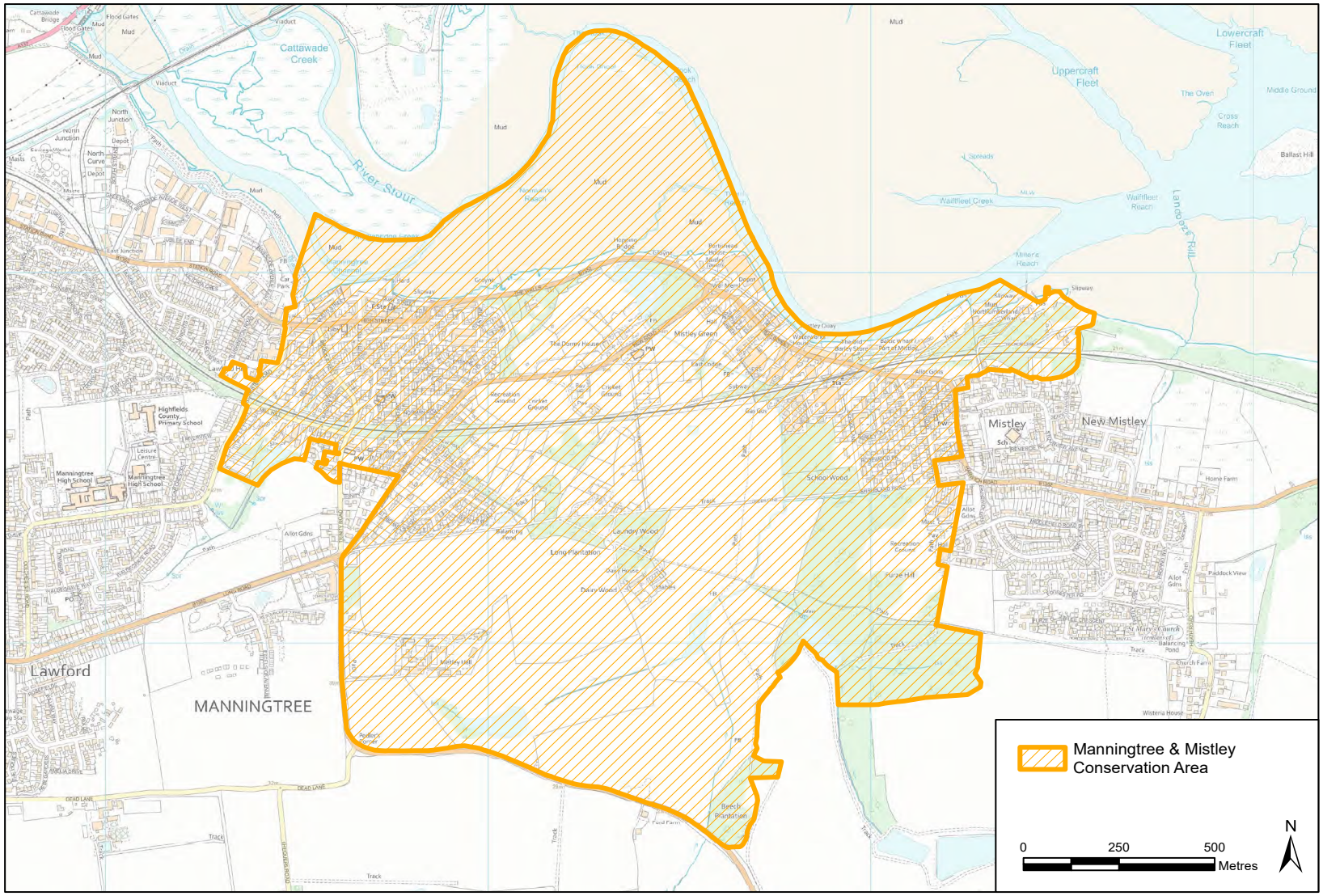


Figure 1 Map of the Manningtree and Mistley Conservation Area 2025 ©OS Maps

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1.3 Purpose of Appraisal

This appraisal defines the special interest of a conservation area that merits its designation and describes and evaluates the contribution made by the different features to its character and appearance.

This document should be used as a baseline to inform future development and design regarding the sensitivities of the Historic Environment and its unique character.

It is expected that applications for planning permission will also consult and follow the legislation, policy and best practice guidance given in the appendix. Applications that demonstrate an understanding of the character of a Conservation Area are more likely to produce good design and good outcomes for agents and their clients. This Appraisal will strengthen understanding of Manningtree and Mistley and its development, informing future change.

1.4 Planning Policy Context

The legislative framework for conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas.

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

This assessment follows best practice guidance, including Historic England's revised Historic England Advice Note 1 for Conservation Area Appraisal, Designation and Management (2018) and The Setting of Heritage Assets (2017).

National planning policy in relation to the conservation and enhancement of heritage assets is outlined in chapter 16 of the Government's National Planning Policy Framework.

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The Conservation Area which is the subject of this report is located within the area covered by Tendring District. Local planning policy is set out in the Tendring District Local Plan 2013-2033 and Beyond Section 2 (2022). Policies which are relevant to heritage assets include:

- Policy SPL 3 - Sustainable Design
- Policy PP 8 - Tourism
- Policy PPL 3 - The Rural Landscape
- Policy PPL 7 - Archaeology
- Policy PPL 8 - Conservation Areas
- Policy PPL 9 - Listed Buildings
- Policy PPL 10 - Renewable energy generation and energy efficiency

1.5 Conservation Area Designation

The Manningtree and Mistley Conservation Area was designated by Tendring District Council in 1969. Boundary revisions have been undertaken in 1981, 1983, 1989, 1994 and 2010. Of note are the 1994 and 2010 boundary extensions which included part of the parkland and landscape of the eighteenth century Mistley Old Hall within the boundary (to the south-east of the Conservation Area). Character appraisals were commissioned for the Conservation Area in 2001 by Tendring District Council and these were updated and adopted in 2006. These involved consultation with town and parish councils and local amenity bodies. A Conservation Area Management Plan of Manningtree and Mistley Conservation Area was undertaken in 2010 to co-ordinate the enhancement of the qualities of both Manningtree and Mistley together. Much of the descriptive material used in the 2006 report was retained and informed the management plan. While the separation of the settlements into separate Conservation Areas has been considered as part of the 2022 review, it was decided that the intertwined historical interest and parish histories combined with the influence of the Rigby family on the architecture and mutual maltings industry development all informed the built heritage and characteristics of both Mistley and Manningtree collectively. A public consultation was undertaken as part of this review.

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2. Manningtree and Mistley Conservation Area

2.1 Location and Topography

Both Mistley and Manningtree are situated along the south bank of the River Stour. The settlements are located on the eastern edge of Dedham Vale, a designated Area of Outstanding Natural Beauty. The area is characteristic lowland Essex countryside to the east and the Conservation Area is nestled between hills to the south and the river estuary to the north (Figure 2). The areas around Manningtree and Mistley comprise historic woodland, open agricultural landscape and, for Manningtree, the settlements of Cattawade and Lawford.

Both modern settlements retain their historic layout; Manningtree as a medieval port town and Mistley as a post-medieval planned spa, with later industrial maltings. The historic cores are designated together as one Conservation Area stretching from Colchester Road, Manningtree in the west to Harwich Road, Mistley in the east. The centre of the area is a large green space, formerly Mistley Old Hall parkland, with the Scheduled Monument of Mistley Towers located on the promontory by Mistley Quay.

The bedrock at Manningtree and Mistley is a mixture of clay, silt and sand, a sedimentary bedrock formed approximately 34 to 56 million years ago in the Palaeogene Period. The sediments are marine in origin and comprise coarse to fine-grained slurries and debris that would have flowed from a river estuary into a deep-sea environment, forming graded beds.[1]



Figure 2 View of the River Stour from The Walls

1 British Geological Survey http://mapapps.bgs.ac.uk. Accessed 10/10/19

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2.2 Origin and Evolution

The settlement of Manningtree has its roots in the medieval period. Mistley Thorn settlement was established in the post medieval period and archaeological remains are evident in and around both settlements within the Conservation Area.

Prehistory: Palaeolithic to Iron Age

Manningtree's location, close to the River Stour on a raised sheltered plateau, would have provided a place for early settlers with access to various resources and the intertidal zone via the channel. Sparse Neolithic pottery has been recovered within the vicinity of the Lawford - Mistley parish boundary and significant Neolithic monuments have been identfied within the wider landscape. Evidence of human occupation has been identified throughout the Conservation Area with a Bronze Age focus on Furze Hill and Mistley where cremations, Beaker pottery and prehistoric implements have been found.

Aerial photographic evidence has recorded cropmarks situated south of Manningtree and west of Mistley Old Hall, indicating activity in the wider prehistoric landscape. This identifies features associated with settlement such as a hut circle, ring ditch and trackway.

Roman

Manningtree is located just north of a Roman road and a scattering of evidence of Roman occupation has been found within the town. Roman features, including a ditch and pottery kiln, have been found at the River View Estate.[2] Although Roman activity and settlement has been identified in the wider area, a focus for Roman activity at Mistley has not yet been identified.

A postulated Roman road from Colchester is evident in aerial photographs within the Conservation Area. Excavations have revealed further evidence at Furze Hill and outside the Conservation Area at a Roman settlement at Dale Hall, Lawford. Archaeological evidence of occupation and metal working industries are also known along the river.

Saxon and Medieval

Documentary evidence first records a settlement in Manningtree in the twelfth century. The settlement was later deliberately planned as a new port with the compact street plan and quayside lying parallel with the river course, dating to the thirteenth century. It is likely that the original quay was further inland than the shoreline is today; the discovery of revetments at the junction between Station Road and North Street indicated the quay's original location and revealed that much of the north of North Street consists of post-medieval madeground.[3]

Manningtree grew as a trading settlement and largely shipped agricultural produce from the area. A market is recorded in the town in 1238, having been granted to the manor of Sciddinghou. The settlement of Manningtree grew around the marketplace which was located at the junction of South Street with the High Street. Many of the fifteenth century buildings are centred on this area and the wealth of the sixteenth century buildings also indicate that the port, by this time, was very successful. The dog-leg plan of South Street immediately to the south of the town suggests that there was once a town enclosure. An early burial ground, bequeathed to the town in 1633, has been identified along the High Street.

2 New Mistley - Mistley River View Estate

3 Sparrow, P. 2007. *The Old Slaughter House, Stour Street Manningtree*

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Figure 3 Survey of the manor of Mistley the estate of the Right Honourable Richard Rigby 1778

Post Medieval

The settlement of Mistley, otherwise known as Mistley Thorn, was established as a result of family investment and the expansion of the maltings industry in the eighteenth and nineteenth centuries (Figure 3). The medieval manors passed through various ownership until the estates were divided in 1703 and those in the parish of Mistley were held by Edward Rigby. His son, Richard Rigby, settled in Mistley and built Mistley Hall along with its estate of 700 acres, which held commanding views of the River Stour.

Richard Rigby esq. was the instigator of the construction of a model maltings industry at Mistley; this comprised the renovation of some existing properties, the construction of a shipyard, two malthouses, a granary, coal yard and the Thorne Inn in 1724. The first Rigby church was constructed in 1735 and the nave/body of the church was retained in the later Adams re-modelling. Prior to its construction, Mistley was served by its medieval church.

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Figure 4 Mistley Thorn Church 1832 (ERO I/Mb 244/1/9)

Following the development of the buildings in Mistley, Richard Rigby enlisted Robert Adam to design a salt-water spa development, which were popular during eighteenth century. The spa development was unsuccessful, however many of the buildings associated with these plans, including the houses along the High Street and at The Green, the Swan Fountain, Mistley Towers and the Hopping Bridge largely survive. The houses built between the Thorn Inn and the church were constructed in 1778, so do not appear on the 1777 Chapman and Andre Map.

The Mistley Towers once formed the east and western wings of the Mistley Thorn Church (Figure 4). Adam remodelled the church in a classical and symmetrical style. The deterioration of the roof led to the demolition of the body of Adam's church in 1870 when a new and larger church in the fashionable Gothic Revival style was built nearby in 1868-70. The towers were left standing and Columns were added to restore symmetry in the gaps left by the nave; the towers were sold on for reuse as private mausoleums, however they fell into disrepair, and were later restored in the mid twentieth century by local architect Raymond Erith and the Georgian Group.[4] It is now known as 'The Towers'.

4 https://www.english-heritage.org.uk/visit/places/mistley-towers/history/

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Figure 5 The High Street, Manningtree c.1900-1925



Figure 6 Spooner Grocery Store, Manningtree c.1900-1925



Figure 7 East of High Street from the Walls, c.1900-1925



Figure 8 South Street, Manningtree c.1900-1925

Manningtree retained its medieval street plan into the post medieval period and a good range of surviving buildings are extant today (Figures 5-8). Eighteenth century ribbon development grew along South Street.

All images on this page are Images of the Mistley, Manningtree and Lawford Area circa 1900-1925 (Manningtree Museum & Local History Group)

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Figure 9 Ordnance Survey first edition map of 1875

During the nineteenth century, development took place both within the settlements of Mistley and Manningtree as well as a new house in the parkland between them. Mistley Place was originally built in 1821 for the Norman family and is visible in Figure 10. To its south, the sale of the Mistley Old Hall estate in 1844 allowed for development surrounding the park from the mid nineteenth century. Plots were sold in lots, mostly for meadows but some houses, wharfs, and warehouses were built within the bounds of the park.

This included the construction of a new Mistley Hall (Mistley New Hall), a grand mansion built in 1846, which is now the residence of Acorn Village Community Care Home.

Between 1844 and 1875 the New Road was rerouted to the south, and the lands at Mistley Place grew to include a formal garden, ha-ha, nursey, lawn, boating lake and maze. These features are visible on the First Edition Ordnance Survey map 1875 (Figure 9).



Figure 10 Photograph of Mistley Place. Building demolished after WWI. (JBArchive)

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Figure 11 Maltings to the east of the quayside, Mistley



Figure 12 The railway ran adjacent to the many maltings buildings from 1854.



Figure 13 Purpose-built quay, Mistley



Figure 14 EDME maltings, Mistley

During the nineteenth and twentieth centuries Mistley continued to grow as a thriving centre of the malting industry, supplying malt via rail and sea transport (Figure 11 and 12). Eight brick built malthouses were constructed as well as a purpose-built quay; these were designed with technologies advanced by Robert Free, whose designs were executed in cast iron made locally at Lawford Ironworks (Figures 13 and 14).

Additional buildings associated with the maltings were also constructed by maltsters Free and Rodwell within the old estate lands including dock facilities, an office block, workers housing and school. The workers cottages were located to the south and east of the planned town outside of the Conservation Area. A brickworks was also located within the former grounds of Mistley Old Hall.

All images on this page are copyright Manningtree Museum & Local History Group

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The railway, which arrived in Mistley in 1854, brought with it an architecturally ornate station building to serve the growing industry (Figure 15). The industrial settlement of 'New Mistley' developed to the south of the railway and to the east of the historic settlement. The green gap between the two settlements, which comprises part of the parkland for Mistley Old Hall and Mistley Place, remains as a legible boundary between the two settlements.

The malting industry continued to be an important industry for Manningtree with five separate sites in operation (Figure 16). The Lawford Works was also a major employer with three complexes producing leather and iron goods on the west side of the town; a tannery was also located within the Conservation Area. Further housing was required for the residents who worked within these industries and workers terraces were constructed as a result. New streets were created south of the old town along Brook Street and the areas within the historic core were subject to infill development. The maltings industry in Manningtree was later eclipsed by the success of the large maltings complex at Mistley by the late nineteenth century. Despite this, the arrival of the Eastern Union Railway in 1854 and the continued presence of the quay still encouraged small industrial complexes to develop around the settlement.



Figure 15 Mistley Railway Station 1916 (JBArchive)



Figure 16 Aerial shot of Mistley with Manningtree in distance. Many of the maltings buildings of both Mistley and Manningtree are visible along the riverside. This photo shows the green gap between the two settlements (EROX172-19 IMb244-1-17).

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Modern

Mistley Place became a boys' school in 1910, and the school flourished until the Second World War, when its pupils were relocated for safety reasons and did not return (Figure 17). The building was demolished soon after the war ended, however elements of its designed landscape remain.

Mistley became an important military centre in the early 1950s, during the Cold War, when a number of anti-nuclear Anti-Aircraft Operations Rooms or AAOR were constructed making it one of three in Essex. The site at Mistley became a regional nuclear war headquarters and is now a museum.

The growth of Manningtree and Lawford as commuter towns has led to infill between the settlements along Station Road. Twentieth century development has also infilled sections of the town, particularly following the demolition of buildings adjacent to the marketplace in Manningtree and at the former maltings. This has also occurred in back garden plots such as along Mill Lane. Housing developments along Harwich Road have impacted the village's rural setting though in both settlements the planned historic cores remain legible.



Figure 17 Manningtree from the air. The former maltings' site and Mistley Place are visible in the centre of the photograph. (ERO I/Mb 244/1/16)

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2.3 Revisions to the Boundary

The NPPF (para. 204) states that “When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest”.

An area would need to have special architectural or historic interest for such protection and it is solely in order to ensure the robustness of the Mistley and Manningtree Conservation Area, that those parts lacking the necessary special interest have been excluded. However, open areas that have been excluded form an important part of the setting of the Conservation Area. The undeveloped pastoral character of the setting contributes to the Conservation Area’s significance and allows that significance to be appreciated. The setting of the Conservation Area is discussed in detail in Section 3.5 Beyond the Conservation Area Boundary.

The removal of open meadows and fields that do not have special architectural or historic interest and their subsequent characterisation as part of the Conservation Area’s setting, is essential in order to ensure the continued strength of protection the Conservation Area designation brings.

As part of this review, the Conservation Area boundary has been revised to reflect changing methodologies of good practice and provide a clearer strategy which acknowledges the practicalities of Manningtree and Mistley’s unique built environment. The settlements of Mistley and Manningtree, as well as the open space between them, has been assessed. It is considered that the area spanning the two settlements is retained within the Conservation Area boundary; this is because it comprises the former deer park of Mistley manor and Mistley Place Park. Located within both parishes it is significant to the history of both settlements. The boundary of the park has been drawn using historic cartographic evidence, following the park boundary shown on the First Edition OS Map, which takes in surviving parkland features and also in part follows the former 'sunken fence'.

Extensions and Reductions

The area north of Long Road, comprising agricultural land and allotments, has been excluded from the Conservation Area. This area of land has little intrinsic historic significance or special interest and is therefore not considered appropriate to include within the Conservation Area, however, this area contributes to the setting and significance of the Conservation Area.

Modern development, including Foundry Court west of Colchester Road and Elmdale Drive, has been removed from the Conservation Area. Mistley Village Hall, which was built in the 1990s, is was also excluded. These areas lack special architectural or historic interest, and do not enhance the Conservation Area.

The plantation to the south of Gull Pond and east of Beech Plantation has been included; this area of the park was planted by the turn of the twentieth century, and contributes to the historic character of the parkland. The area to the south of Gull Pond contains historic paths connecting the lost Gamekeeper Lodge and Kennels to the Hall and wider park and landscape.

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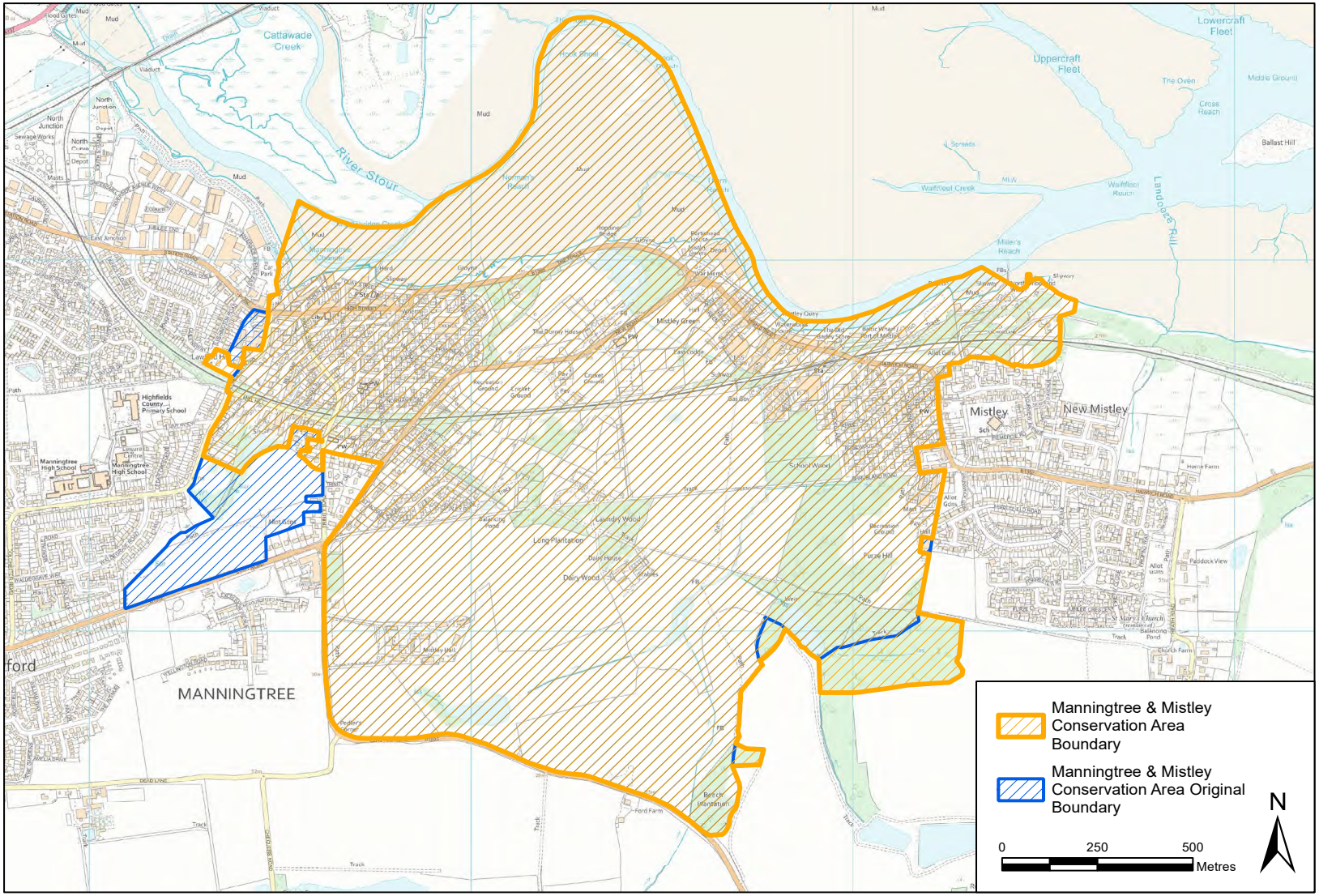


Figure 18 Map of Manningtree and Mistley Conservation Area Boundary Revisions (2025) ©OS Maps

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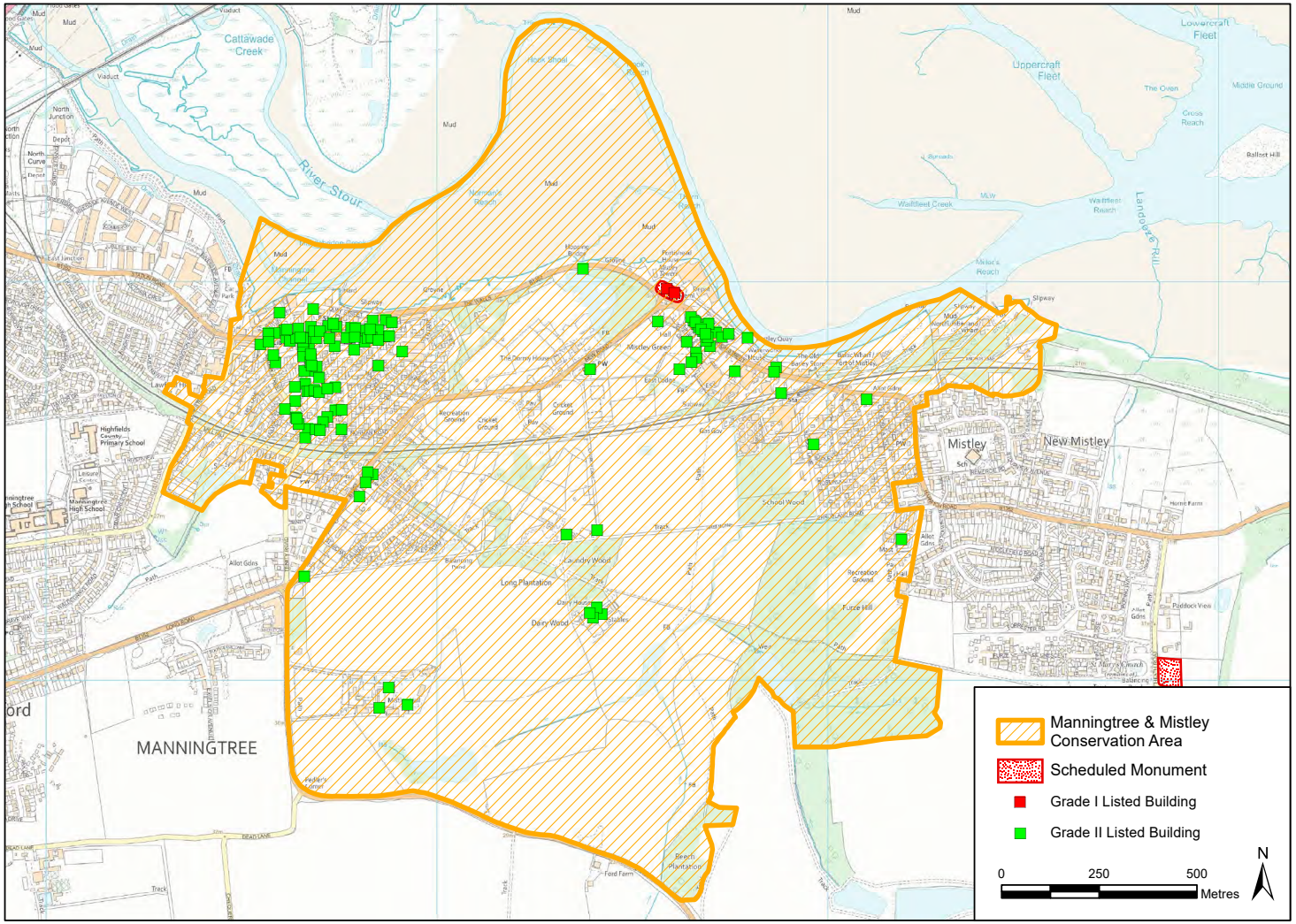


Figure 19 Map of designated assets within Manningtree and Mistley Conservation Area ©OS Maps

2.4 Designated Heritage Assets

Within the Conservation Area there is a high density of designated heritage assets, reflecting its historic significance and high retention of historic building stock (Figure 19). The designated heritage assets within the Manningtree and Mistley Conservation Area are as follows, with a full list by settlement included in Appendix 6.1.

Mistley

Within Mistley there are two Grade I Listed Buildings; the two Mistley Towers which are listed separately as the North West Tower (Entry No. 1240390) and South East Tower (Entry No. 1261061). These towers are also located within the Mistley Towers Scheduled Monument. The remaining forty-six Listed Buildings and structures within the Conservation Area are Grade II listed.

Manningtree

There are eighty-three Grade II Listed Buildings and structures within Manningtree.

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2.5 Non-Designated Heritage Assets

Local List

Tendring District Council currently has no list of buildings of local historical and/or architectural interest that are not designated, however the buildings listed below would be considered as non-designated heritage assets. These should be considered for inclusion as they are either considered to be good examples of their type or architectural style or are of heritage significance and are all relatively complete in their survival.

Further information on their contribution to the Conservation Area can be found in Sections 3.3 and they are identified below:

Manningtree

- 1 and 2 (Belmont Villas), Barnfield
- Barnfield Cottage, Barnfield
- The Swan, Brook Street
- 62 and 64, Colchester Road
- Rear of De'aths Bakery, High Street
- 67, High Street
- The Bungalow and Waterworks, Mill Hill
- 27 (Clareville) and 29 (Forest House), New Road
- 31 (Red House), New Road
- 34 (The Railway Cottage) - 46, New Road
- Mistley Lodge, New Road
- 16 (Park Lodge), New Road
- 18 (The Hollies), New Road
- 19 (Acacias) and 21 (Port View), New Road
- 22 (The Harbourage), New Road
- The Wagon, New Road
- 1-5, Norman Road
- Albury House, Norman Road
- Beech House, Norman Road
- 5A and 5B, North Street
- 1-8 Railway Terrace, Oxford Road
- 4, 6, 8 - 15, 21 - 37 and 43, Oxford Road
- 10 Stour Sailing Club, Quay Street
- Tide Clock Tower opp. Sailing Club, Quay Street
- 1-12, Regent Street
- 38, South Street
- 44 and 46, South Street
- 39, 41, 43, 58, 62, South Street
- The Skinners Arms, Station Road
- CMS Carpets Ltd, Stour Street
- The Old Maltings, Stour Street
- 1-3 Croft Cottages, The Chase
- Primrose Cottage, The Chase
- 1 (Dove Lodge) and 2 (Chase Cottage), The Chase
- 1-10 Park Cottages, The Park
- 1, 3, 5 and 7, The Park
- Trinity Farm Cottage, Trinity Road
- 1-4 Elm Terrace, Trinity Road
- Elm House, Trinity Road
- White Lodge, Trinity Road
- St Michaels Cemetery, Trinity Road
- Trinity Free Church, Trinity Road
- 10-16, York Street

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Figure 20 Tide Clock Tower opp. Sailing Club, Quay Street



Figure 21 The Swan, Brook Street



Figure 22 The Skinners Arms, Station Road



Figure 23 The Bungalow and Waterworks, Lawford (Mill Hill)

© Place Services 2025

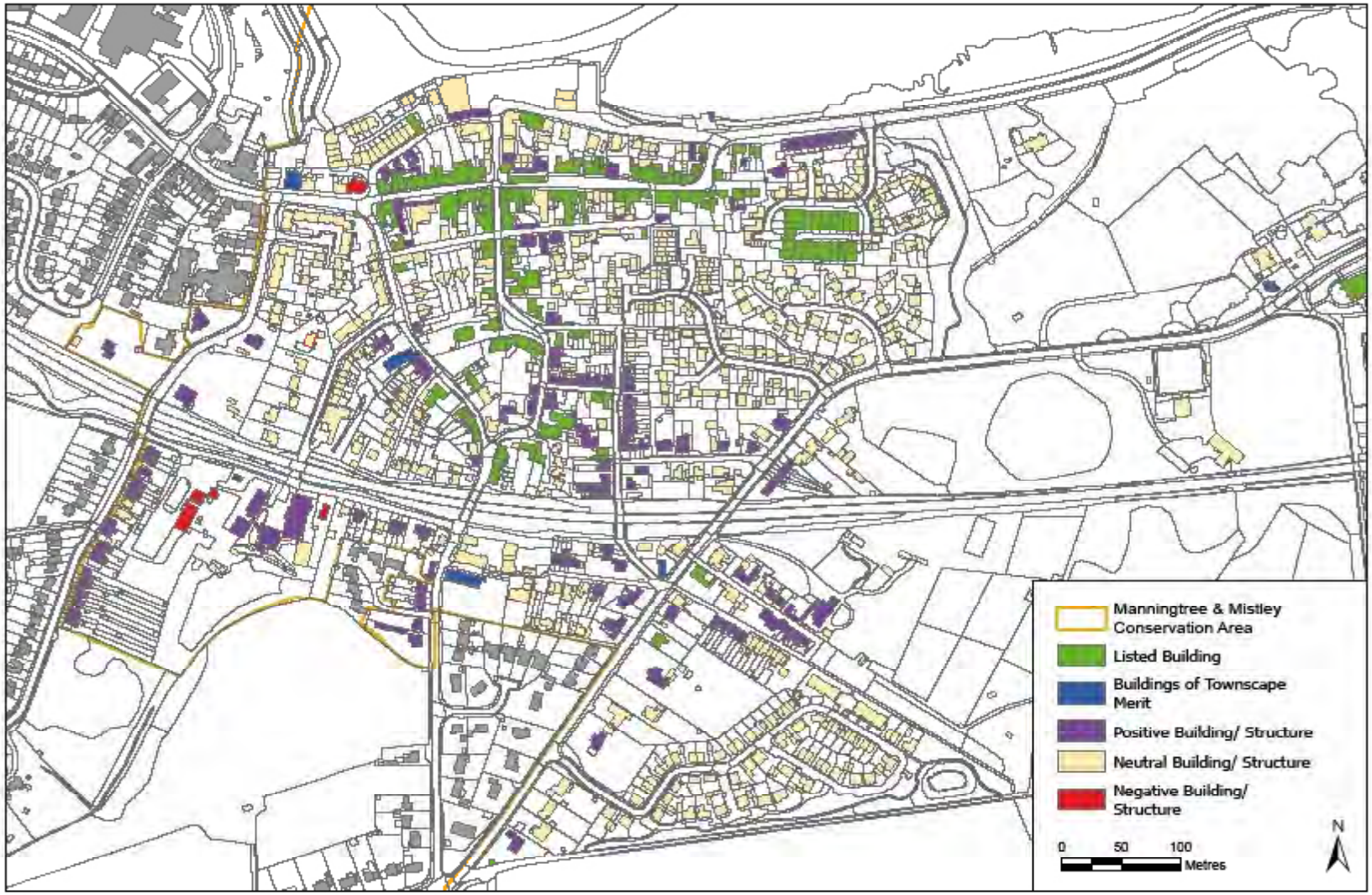


Figure 24 Significant Assets Map of Manningtree

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Mistley

- Stour Cottages, Beckford Road
- 1-4 Armagh Terrace, Beckford Road
- 1-4 Rigby Terrace, Beckford Road
- 1-2 Pleasant Place, Beckford Road
- Ladysmith Villas, Beckford Road
- James Terrace, Beckford/Harwich Road
- 20-58 , California Road
- Wiltshire Terrace, 5 - 9 , California Road
- Denman House, California Road
- Methodist Chapel, Chapel Cut
- Alma House, Harwich Road
- Anchor Inn, Harwich Road
- The EDME Malt Extract Factory, High Street
- Mistley Quay Workshop, High Street
- The Brooks Malting, High Street
- The Abbey, High Street
- 1 Waterworks House, High Street
- 2 Waterworks House, High Street
- EDME Ouse House, High Street
- Chimney EDME LTD, High Street
- Norman Schools (Old School and Schoolhouse, School Lane
- Seafield House (Robert Frees House), School Lane
- Maltings buildings south of the Railway line, School Lane
- Portishead House, The Walls
- War Memorial, The Walls



Figure 25 The Abbey, High Street



Figure 26 Rear of EDME Malt Extract Factory and Chimney, High Street



Figure 27 Trinity Free Church, Trinity Road



Figure 28 Denman House, California Road

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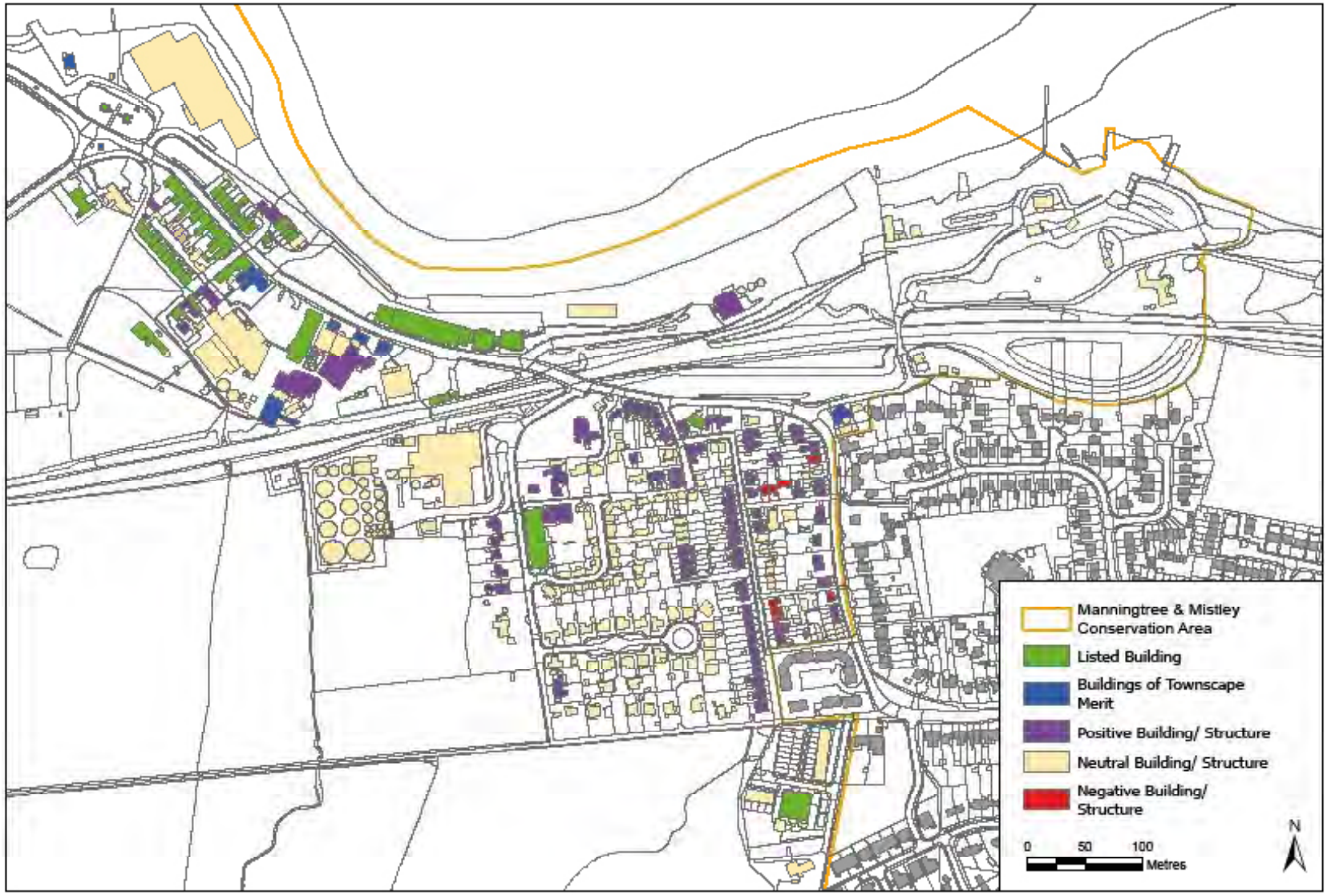


Figure 29 Significant Assets Map of Mistley

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2.7 Archaeological Potential

A few small-scale excavations have been undertaken within the Manningtree and Mistley Conservation Area. These largely comprise excavations of medieval stratigraphic deposits and timber remains of the quay and former structures.

The archaeology of the Conservation Area is likely to comprise of mainly medieval features, structures and finds although prehistoric finds and potential monuments have been found dispersed throughout the Conservation Area. There is a focus of Bronze Age archaeology around Mistley and Furze Hill probably due to the settlement's position on the estuary and high ground.

Roman activity has been largely focussed at Mistley with evidence of occupation and metal working industries along the river.[5]

The Colchester Roman road can be projected to terminate on the Stour estuary at Mistley and may suggest the presence of a port and trading centre during the Roman period.

Whilst the post-medieval settlement evidence is more likely to be sited along the street frontage, the backyard areas contain preserved archaeological remains of the medieval settlement.[6]

These have shown good preservation of burials, paleoenvironmental and waterlogged deposits particularly in Manningtree along North Street and the High Street and in Mistley along the quay.[7] This level of preservation means structures and hulks relating to quays and landing facilities may survive in the Conservation Area. The area north of South Street is likely to have been the location of the medieval dock, as it was located at the point where Manningtree Channel comes closest to the shore. Excavation evidence has demonstrated the survival of bone and shell, as well as ceramics, metal objects and building materials.[8]

Post-medieval stratigraphic deposits have been found along the seaward side of 'The Walls' causeway where timber posts have been identified as the former sea wall revetment.[9] The partial survival of the medieval street plan of Manningtree, and the extensive listed buildings, is an important, well preserved resource. In a similar fashion, the designed plan of Mistley and its relationship with Mistley Old Hall and parkland is a legacy of industrial archaeological significance for the growth of the malting industry.

5 New Mistley - Mistley River View Estate

6 Sparrow, P. 2007. *The Old Slaughterhouse, Stour Street Manningtree*

7 Wallis, S. 1992. *Archaeology in Essex 1991. vol 23*

8 CAT, 2019. *18 High Street, Manningtree*

9 Barford, P, 1976, *Unrecorded Discoveries in North-East Essex 1955-1976*

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3. Assessment of Significance

3.1 Summary of Special Interest

The special interest of Manningtree and Mistley combined derives from their origins as settlements with ports and the importance of the maltings industries.

Manningtree's significance is drawn from its growth as a medieval market town which is distinct from Mistley in terms of the density of historic domestic buildings dating from this period of growth. These buildings are illustrative of the town's relationship with the river, which sparked its growth as a market town and agricultural centre. As a result, its narrow streets evoke the medieval character of the place. Manningtree retains the original warehouse areas and workshop spaces along North Street, Stour Street and the river boundary emphasises the feel that this town was, and is, characterised by its working relationship with the River Stour.

Mistley, in contrast, derives its significance from its planned creation as a post-medieval spa town with contrasting grand Georgian buildings and large industrial maltings complex along the quay. Stylistically, the planned communal spaces within this village close to the river add to the village's recreational 'spa' feel. The style of buildings throughout the settlement are a result of Richard Rigby's design and this style has been adopted in Robert Free's Maltings buildings. Despite the differences in land use and date, the relationship between the residential and industrial areas is intrinsic and embodies the settlement's significance.

3.2 Land Usage

The Conservation Area predominantly comprises of commercial, residential and recreational areas. The north of the Conservation Area includes dockside infrastructure and maltings complexes. Manningtree comprises a mixture of retail and residential buildings, often medieval in origin.

Both settlements within the Conservation Area can be divided into two areas each distinctly 'industrial and commercial' and 'historic and residential'. In both Mistley and Manningtree, industrial areas relating to the shipwrights and maltings industries, including malthouses and adjoining kilns, are still evident within the historic building stock. Mistley is still home to two Maltings industries.

The green gap between the two settlements, formerly part of Mistley Park estate, constitutes a mixed-use area, primarily privately owned, but used by the public for leisure activities. This is encouraged by the recreation ground, Public Rights of Way (PRoW) and woodland, a cricket ground and playground. The railway 'Mayflower' line, which provided for both industrial and domestic services, makes a direct link across the Conservation Area connecting the two settlements.

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3.3 Character Analysis

The Conservation Area has been divided into ten-character areas. These have been determined by their predominant land usage, building layout and building ages resulting in distinct characteristics. Six-character areas are located in Manningtree and four in Mistley, including the former deer park of Mistley manor and designed landscape of Mistley Place Park.

Key elements of each Character Area have been identified, including designated and non-designated heritage assets as well as those buildings that are considered to make a positive contribution to the significance of the Conservation Area.

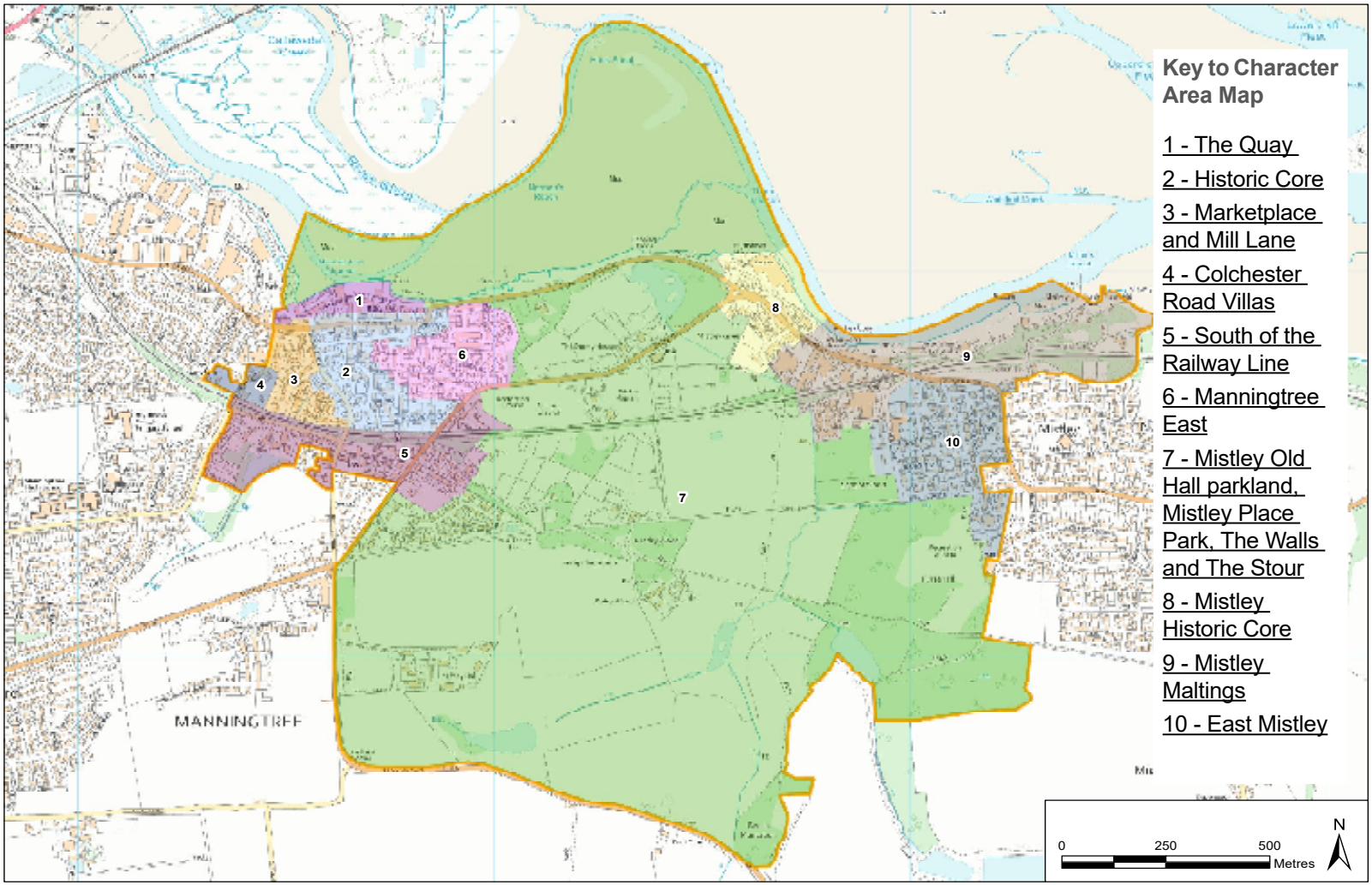


Figure 30 Character Areas within the Manningtree and Mistley Conservation Area © OS Maps

© Place Services 2025



Figure 31 View east along North Street, Kiln of original maltings visible



Figure 32 Varied roofline to the rear of the properties on the High Street, viewed from North Street

Manningtree

Area 1 – The Quay

The Quay character area comprises the historic industrial quayside with associated buildings in the north of the Conservation Area. Originally a centre for the cloth trade, Manningtree's port would have been a busy place, a quay for barges to dock who carried their cargoes to London or elsewhere along the East coast. This area follows the historic development along the river's edge and its industrial heritage.

Layout

The historic plan of the development along the River Stour's edge, which would have originally followed the quayside, is still evident in the wide nature of Quay Street. The twentieth century development along North Street has referenced the form, detailing and materiality of maltings buildings which would have formerly lined the quayside (Figure 31). These are neutral contributors to the Character Area.

To the south of North Street, an area of former maltings buildings is undeveloped and is currently being used as car parking. This allows for views of the domestic and commercial entrances to the High Street shops and services (Figure 32). These entrances would have been accessed via alleyways and some of these are preserved behind buildings to the south west of North Street.

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Figure 33 Grade II listed former warehouse to the east of south street

Listed Buildings

There are two listed buildings within this character area; the kiln at the east end of the maltings along North Street and the Quay Courtyard. The kiln is the last remaining feature of the maltings that stood adjacent to the Stour from the nineteenth century and, therefore, has evidential and historical value because it is the final clear link between the Robert Free industry which linked both Manningtree and Mistley and held them both up as centres for the maltings trade (Figure 31). The building is red brick with a rendered ground floor, hipped grey slate roof and similarly grey slate pyramidal roofed ventilators with white timber boarding. This building has influenced the form of surrounding modern development.

The second is a Grade II listed former warehouse to the east of south street (Figure 33). A two-storey former docklands building of gault brick looks out towards the timber yard and river with large semi-circular windows on the first floor and full height round headed gauged arches.

Non-Designated Heritage Assets

Considered a Building of Townscape Merit, The Skinners Arms is in a prominent position along Station Road. This is a red brick former house which dates to the early nineteenth century and has a later frontage with pilastered entrance and large sash windows. The pub has a characteristic Suffolk/Essex cartouche advertising 'Tolly Cobbold' a local Harwich brewery (Figure 34). The merging of Tollemaches and Cobbolds in 1957 indicates that this sign is a later addition to the building.



Figure 34 Tolly Cobbold sign at The Skinners Arms

© Place Services 2025



Figure 35 Maltings Kiln and Jewsons warehouse

The eastern most building within this character area, the Stour Sailing Club, is an attractive former residential building (now club house) with a raised doorway, weather boarded bay window, a balcony with river views and decorative railings to the fore and steps (Figure 36). The sailing club has owned this house for a number of years and the residential building, which dates to the nineteenth century.

The Tide Clock and Boathouse, a significant marker for those out on the river as well as along The Walls, is located just off Quay Street adjacent to the slipway. The building makes a positive contribution to the river side vista.

Building Materials and Boundary Treatments

The building materials in this character area are largely of red brick. The twentieth century maltings style development is finished with black weather boarded jettied gables, white painted render and slate tiles reflecting the adjacent early nineteenth century kiln.

The remaining historic buildings are finished in white painted render with slate roof. Along North Street, the older buildings directly abut the road and twentieth century development fronts onto the pavement. The dockland industrial character is enhanced by the large green warehouse which maintains the height of the maltings and the gabled roof, to the rear of Jewsomes (Figure 35).

Quay Street is similar in character with several additional treatments, black railings and brick wall. A line of cobbles demarcates the pavement along Quay Street. The lack of any raised pavement, although potentially historic, is particularly unsafe along Quay Street due to the blind corner and one-way traffic.



Figure 36 The Stour Sailing Club, Quay Street

Landscaping and Open Spaces

There are few open spaces given the dense urban industrial townscape. Two areas have been landscaped, along the north of Quay Street and along Maltings Wharf, and these both make a positive contribution to the area. The open space comprising beach and promenade just off Quay Street enhances the character area by demonstrating the historic links between this area and the quayside. Despite the strong waterside relationship views of the river are restricted along Quay Street however the riverside and beach are easily accessible. Parking follows the riverside wall and a small green exists midway; gaps in the wall provide glimpses out towards the estuary and the beach and the slipway. The continual use of the riverside for sailing, rowing and other water sports contributes to the experience of this character area.

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Figure 37 Former marketplace with the Manningtree Ox sculpture affixed to the end of the eighteenth century building

Area 2 – Historic Core

Character Area 2 comprises the central core of Manningtree encompassing medieval and post-medieval built heritage. Buildings in this Character Area are some of the earliest in the settlement and form the thriving centre of the historic market town (Figure 37). The streets of this Character Area are narrow and lined with two and three storey buildings of varying materials and construction techniques including timber framed buildings with rendered elevations or refaced in the eighteenth century with Georgian red brick.

The decorative neo-Classical Greek and Tuscan style doorcases of the Georgian houses contrast with the smaller industrial buildings and cottages, resulting in a streetscape with a varied architectural character. The contrast between the more formal Georgian facades and the vernacular buildings is a consistent theme throughout this Character Area.

Layout

This area comprises the historic core of Manningtree originally laid out along the High Street. It contains the medieval High Street and later linear ribbon development along South Street and Brook Street. The former market area at the crossroads with South Street, and the two Grade II listed eighteenth century buildings in the centre of the street, are prominent features in views along the High Street from both the west and east. The density of development within the commercial core is high with buildings located on the pavement edge creating narrow streets. The southern part of the Character Area contains late eighteenth and nineteenth century houses and cottages, predominantly of brick construction. Most are terraces at the pavement edge but there are some detached houses with small front gardens. There are important views into this Character Area entering Manningtree from the west and south.

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Listed Buildings and Non-Designated Heritage Assets

There is a high concentration of listed buildings along the High Street (See Appendix 6.1). 31 listed buildings line both sides of the High Street creating a continuous frontage of historic buildings with traditional architectural details and materials, many with sash windows, decorative doorcases and historic shopfronts. There are several listed public houses, and former public houses, along the High Street. These include the former White Hart Public House and The Crown Public House both on the north side of the High Street and similar in age and appearance. Both are sixteenth or early seventeenth century buildings with an eighteenth century brick refronting, now painted. The carriage arch of The Crown remains intact and there is a shopfront infill to the former carriage arch of the former White Hart. The carriage arch at The Crown affords views towards the River Stour (Figure 38).

A variety of historic and traditionally detailed shopfronts contribute to the street scene and many are within Grade II listed buildings. The traditional shopfronts are timber and typically include decorative features including pilasters and consoles, between well-proportioned fascias and stallrisers. Particularly interesting examples along Manningtree High Street include the double pilastered shopfront with panelled pediments on the former Abbey National building, and the intricate Victorian shopfront of 19 High Street which includes panelled and fluted end pilasters, decorative columns with carved capitals and decorative spandrels.

The library building dominates the west end of the High Street. Built in 1865 as the Corn Exchange, it later became a public hall and then a church before its conversion to a library. Its off-white stuccoed façade in a formal classical style with a central portico of four Ionic columns to an Ionic portico, deep cornice and large round headed windows, is prominent within the streetscape (Figure 39).



Figure 38 View through the carriage arch at The Crown Inn



Figure 39 The Library building with its distinctive façade

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Occupying the plot in the centre of the High Street alongside the former market place is 25 High Street. This is a well-proportioned two storey eighteenth century building constructed in red brick with a large external chimney stack to the western end. Due to its position, it is the central focus for the High Street. Adjacent to this, on the corner of the High Street and South Street, is The Mogul Indian Restaurant (Figure 40). The medieval origins of this building are immediately apparent in its South Street frontage where part of the fifteenth century timber framed structure, with jetty, timber mullion windows and brick noggin infill, is exposed. This building makes an important contribution to the area's character and appearance as one of the settlement's earliest surviving buildings, as well as being an attractive element of the streetscene.

39-45 High Street, currently Lucca's Restaurant, is located in a prominent position in the centre of the High Street on its northern side. This is also a building of timber framed construction with its fenestration altered in the eighteenth and nineteenth centuries to include sash windows and ground floor bay windows.

There are 26 listed buildings along South Street. A terrace of houses run from 7 to 15 South Street, dating to the eighteenth century (Figure 41). Largely unaltered, this is an attractive red brick terrace with sash windows under gauged brick lintels, decorative doorcases and flat roofed dormers.



Figure 40 The Mogul restaurant with exposed timber frame and mullion windows



Figure 41 View north of the eastern side of South Street

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Several Georgian listed buildings front the small Green midway along South Street (Figure 42). 48, enclosed to the front by a low brick wall surmounted by arrowhead railings, is a characteristic example of the eighteenth-century building style prevalent throughout the area. Its symmetrical gault brick front elevation with sash windows and portico, below a slate roof, positively contributes to the streetscape. Also notable on South Street is the Methodist Church and associated Hall; this imposing frontage, which dominates the northern end of South Street, is a landmark building in gault brick with stone dressings and a classical recessed porch with columns and a central cupola above a pediment (Figures 43-44).

Three sixteenth century Grade II listed cottages terminate South Street at the junction with Brook Street. Formerly a timber framed hall house with projecting cross wings, the rendered elevations now painted in bright pastel colours make a positive aesthetic contribution to the streetscape. The tall eighteenth-century gambrel roof to the former southern cross wing, occupies a prominent corner position and is a particularly characterful building form.



Figure 42 Hill House, 54 South Street



Figure 43 57, South Street



Figure 44 Methodist Church

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Figure 45 Listed cottages along Brook Street

There are eight listed buildings along Brook Street, three on Regent Street and one on Oxford Road, all of which make an important positive contribution to this Character Area. This residential part of the Character Area expanded rapidly during the nineteenth century and there are many listed buildings which are characteristic of this date, including 2-8 Brook Street which comprises an attractive Grade II listed terrace of four cottages with sliding sash windows and decorative doorcases featuring pilasters and plain friezes (Figure 45). There are other examples of well-preserved nineteenth century terraces along Regent Street, Oxford Street and the Old Railway Terrace. 1-11 Regent Street terrace retains several original pilastered doorcases, characteristic of this area, and sash windows set within red brick frontages above a continuous rendered plinth (Figure 46). Also dating to the nineteenth century, the Manifest Theatre, formerly a Methodist Primary School, is a fine red brick building; set back from the housing this characterful building creates a break in the building line established by the terraced houses and is of communal and historic value (Figure 47).



Figure 46 1-11 Regents Terrace



Figure 47 The Manifest Theatre, Oxford Road

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Non-Designated Heritage Assets

Due to the quality of historic building stock in this Character Area, there are several buildings of local architectural or historic interest which are considered to be non-designated heritage assets including:

- CMS Carpets Ltd, Stour Street
- The Old Maltings, Stour Street
- 38 South Street
- 44 and 46 South Street
- 39, 41, 43, 58, 62 South Street
- 1-12 Regent Street
- 10-16 York Street
- 9-15 Oxford Street
- 4, 6,8, 10, 12, 21-37 and 39, 43 Oxford Street
- 1-5 Norman Road
- The Swan, Brook Street
- Albert House and Beech House, Norman Road
- 30, 32, 34, 36 Oxford Road
- 1-8 Railway Terrace, Oxford Road



Figure 48 The former Swan PH, now Nirala Tandoori Restaurant

The former Swan PH, now Nirala Tandoori Restaurant, is considered to be a Building of Townscape Merit (Figure 48). This is largely due to its age, historic fabric and location which is visible from the historic core and marketplace. It occupies a prominent position on Brook Street.

However, this building has undergone some unsympathetic modern additions and alterations that detract from the building's special interest. Future works to the building could provide an opportunity for improvements to its appearance. This would have a positive effect on the streetscape.

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Building Materials and Boundary Treatments

Within this Character Area, render and brick are the most common external building materials. Brick frontages often disguise older timber framed structures along the High Street, Brook Street and South Street. Gault, red and yellow brick comprise the predominant materials for eighteenth and nineteenth century houses, and painted brick is also common along the High Street. Red brick terraces are common towards the south east of the Conservation Area, along Regent Street, York Street, Norman Road and Oxford Street. Some are interspersed with light coloured render. Large detached houses, also of brick with more formal doorcases and brickwork detailing, are more common towards the south along Oxford Road and Norman Road. Gauged and segmental arch brick lintels and brick strong courses are common brickwork features throughout the Character Area,

Many of the buildings within this Character Area are rendered and predominantly painted in white, off-white or pastel colours. The variation in paint colour along the High Street and South Street contributes to the character of the area and enhances its coastal location. Many rendered buildings are timber framed and there are also some large commercial and community buildings, including the former Corn Exchange and sides of the Methodist Church, with a stuccoed finish.












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The rears of some buildings along the High Street provide more evidence of their timber frame construction, due to the narrow, gable ended projecting ranges and their roof forms. The rears of many of these buildings are extensively altered and extended reflecting their ancillary and secondary use as workshops, stores and accommodation serving the principal building range fronting the High Street. As a result of this, the roofscape is varied in views from Quay Street and North Street of the rears of buildings along the High Street.

Stour Street is made up of largely industrial buildings which are more utilitarian in design and form (Figure 49). These buildings are typically low in height utilising different bricks and different bonds with repair work clearly visible. Some of these industrial buildings feature some black featheredged weatherboarding, a traditional Essex building material, particularly to infill larger openings.

Roofs within the Character Area are predominantly clad in clay plain tiles and natural slates. Plain tile is predominant on more historic buildings with slate used on nineteenth century buildings, or earlier buildings that have been remodelled and reroofed.

Timber sash windows are common within this Character Area. Earlier sashes tend to be divided by more glazing bars, with later sashes having larger panes of glass. Timber side-hung casements are also a common traditional window arrangement with grander buildings featuring more elaborate window styles and details.

Boundary treatments within the Character Area vary due to the different land uses and density of development; the commercial High Street and the northern part of South Street is densely developed with buildings at the pavement edge, and further north along South Street, on Oxford Road and Brook Street the looser grain of the residential buildings permit small front gardens.



Figure 49 Industrial buildings on Stour Street featuring repaired brickwork and black weatherboard infill

The properties towards the south of the Character Area have small front gardens bounded by railings or hedging. Oxford Road has mixed boundary treatments with low railings, picket fences and hedging. Tall hedges and planting in front gardens along the south of Brook Street contribute to the verdant character of the residential area.

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Figure 50 Manningtree Ox sculpture and small square

Landscaping and Open Spaces

Due to the density of the layout, there are few opportunities for open spaces within the historic core. However, where they exist, they have created focal points within the Character Area.

Located in the centre of the High Street is a small square formed by the former marketplace. Benches and planting here provide a small but attractive public space in the middle of the busy High Street. from which the Manningtree Ox sculpture, installed on the western elevation of the building overlooking the space, can be appreciated (Figure 50). The sculpture is a reference to the town's festival referred to in Shakespeare's Henry IV, evoking the importance of the town in the medieval period.

At the dogleg along South Street, the small Green is the only notable open green space within this Character Area and makes an attractive central feature to the streetscape as well as a focal point enhanced by mature trees and benches (Figure 51).

Away from the High Street and into the residential streets of this Character Area, private front gardens, trees and planting along boundaries all make a positive contribution to the area's character and appearance (Figure 52).



Figure 51 The small Green along South Street



Figure 52 Private front gardens, trees and planting along boundaries

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Area 3 – Marketplace and Mill Lane

This Character Area is characterised by its wide, open urban streetscape and predominantly twentieth and twenty-first century development. The existing marketplace is also included within this Character Area.

Layout

This Character Area comprises the twentieth century expansion between Colchester Road at the western boundary of the Conservation Area and Brook Street and also includes the residential streets of Mill Lane and Railway Street.

This area is predominantly residential and includes the detached properties along Mill Lane and the housing development at Bendalls Court. The latter makes a neutral contribution to the Conservation Area and is largely unobtrusive due to its massing and use of appropriate materials (Figure 53).

The houses along Mill Lane are predominantly modern and consist of terraced properties and large detached houses resulting in a disjointed character to the streetscene. Some of the development along this road have referenced the form, detailing and materiality of historic buildings within the settlement, including the terrace at 15-25 Mill Lane (Figure 54). Railway Street is a narrow L-shaped lane connecting Brook Street and South Street; its eastern end is accessible to pedestrians only and affords a clear view of the railway line to the south.

Building Materials and Boundary Treatments

Brick and render are the predominant facing materials within this Character Area, with natural slates and clay and concrete tiles for roofing. The development of Bendalls Court comprises red brick buildings with some painted render jettied first floors and others clad in black weatherboarding; this approach mimics traditional Essex buildings (Figures 55-57).



Figure 53 Flats along Colchester Road and entrance to Bendalls Court, The Skinners pub in background



Figure 54 Numbers 15- 25, Mill Lane

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Figure 55 Houses along Mill Lane



Figure 56 Bendalls Court and marketplace showing jettied frontages of modern development

A large octagonal building at the junction of Station Road with North Street, containing residential flats, has a visually prominent red brick frontage with blue brick window heads and sills (Figure 58). Its slate roof references the form of a maltings kiln but it is particularly imposing within this Character Area and detracts from the scale and quality of detailing of the nearby historic buildings.



Figure 57 Same modern development of Bendalls Court fronting Station Road

Landscaping and Open Spaces

Public open space is predominantly that of the marketplace area with access along the High Street and footpaths. The area of Mill Lane is residential with large plots and gardens containing mature trees and planting. The verdant plots of this residential area contribute to the character of the Conservation Area. There is little planting within the urban environment of the marketplace and the street scene as one travels towards the marketplace.



Figure 58 Blue brick window heads and sills

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Area 4 – Colchester Road Villas

Character Area 4 is a small area covering four nineteenth and early twentieth century villas, and their outbuildings, located at the brow of the hill on Colchester Road above the historic settlement. These large detached houses, originally on the outskirts of the main settlement, are situated to take advantage of the wide views of the estuary, just north of the railway line along Colchester Road.

Non-Designated Heritage Assets

There are no statutory listed buildings within this Character Area, however, all four of the houses within this Character Area are of particular local architectural and historic interest and are considered to be non-designated heritage assets due to their significance. The group is indicative of the late nineteenth and early twentieth century affluence and growth of Manningtree.

Located in a prominent position on the eastern side of Colchester Road, no.34 appears in views south along Colchester Road from the junction with Station Road. It is an attractive early twentieth century Arts and Crafts style house with many surviving architectural features typical of its age and style. The clay tile pitched roof with prominent red brick chimneys dominates views south along Colchester Road and its recessed porch with columns, half hipped roof and casement windows add to its architectural quality. It is a good, relatively unaltered, example of an Arts and Crafts style house of local architectural interest.

No. 23 Colchester Road is located at the entrance to the former Lawford Iron Works (Figure 59). It is the last surviving remnant of the Iron Works and has historical value as a surviving link with local industrial heritage and a firm which would have been a large employer in the locality (Figure 60). The house is Victorian and has a classically proportioned symmetrical frontage to the north-east with three bays and a central door.



Figure 59 Gault brick frontage of Number 23 Colchester Road at the entrance of the former Lawford Iron Works



Figure 60 Boundary treatment of the former Lawford Iron Works

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This principal elevation is gault brick with gauged brick lintels with the flank and rear walls are constructed in red brick under a hipped slate roof with end chimney stacks. It is of both architectural and historical interest.

No. 40 Colchester Road, also known as Hill House, is similar in style to no. 23 with an attractive symmetrical frontage facing Colchester Road. Its elevations are in red brick with six-over-six sash windows and a hipped slate roof. Its position would have originally afforded long views over the River Stour. This building is of local architectural interest.

No. 29 Colchester Road is set further back from the road and is limited in views from the public realm. However, its architectural quality still makes a positive contribution to the Conservation Area. It dates from the early twentieth century and is of an Arts and Crafts style typical of this period with an asymmetrical elevation under a clay plain tile roof.

Building Materials and Boundary Treatments

Red and gault brick are the prevailing building materials within this Character Area. Roofing materials are either natural slate or plain tiles; slate on the slacker, hipped roofs of the two classically proportioned buildings and plain tiles on the two Arts and Crafts style houses.

Tall hedges and established planting form the boundary treatments with a tall brick wall forming the roadside boundary of no.23, part historic part modern, hedges and planting create a characterful, verdant streetscene. Originally housing a tannery and Lawford Iron Works, 23 Colchester Road has an attractive low brick wall entrance with decorative iron gateposts. This entrance has been remodelled but it would have originally formed the entrance to the iron work's yard and the associated house.

Landscaping and Open Spaces

There are no public open spaces within this Character Area. The four detached houses within the Character Area are set within large plots with large gardens containing mature trees, hedges and planting. Large gardens, mature trees and tall hedges contribute to the area's verdant character and permit glimpsed views of the large houses set back from the road (Figure 61). The mature trees and hedges provide an attractive aspect to road which would have historically led to the rural landscape beyond the settlement. These features make a positive contribution to this area.



Figure 61 View north along Colchester Road into the Character Area 4

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Figure 62 View south along Trinity Road

Area 5 – South of the Railway Line

This Character Area comprises the streets south of the railway line including Mill Hill, Trinity Road and the southern end of Oxford Road. The buildings are predominantly nineteenth century red brick houses and workers cottages and the Victorian buildings of the Lawford's Water Works on the southern side of Mill Hill are a landmark feature of this Character Area.

Layout

The railway line forms the northern boundary of this Character Area with the Conservation Area boundary forming its western and southern edges. Mill Hill runs parallel to the railway line between Colchester Road and Trinity Road (Figure 62). The southern end of Oxford Road bends south east to join New Road and the nineteenth century development of The Park. The Park originally formed the access for Mistley Lodge and Mistley Old Hall beyond. The buildings within this Character Area are relatively low density with terraces along Colchester Road and detached and semi-detached houses along Mill Hill and The Park. The large buildings of the Water Works, formerly the site of Lawford Leather Works, occupy a large site and the Character Area's setting to the south and east consists of areas of undeveloped land.

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Listed Buildings

There are four Grade II statutory listed buildings within this Character Area all located on New Road to the east of the Character Area. The three listed houses, one surrounded with listed railings, are clustered together in an area developed in the mid-nineteenth century with large and affluent homes situated at the edge of the grounds of the old manor house, Mistley Old Hall. The three houses are all similar in design and typical of mid-nineteenth century classically inspired architecture. Together with the development of The Park, they form an important group of well-designed, high quality late Georgian and early Victorian houses within Manningtree.

Dorset House, with Grade II listed gate and railings, dates to c.1840 and is located between the two entrances into The Park. It is two storeys with a three-bay frontage divided by pilasters and six-over-six sash windows with a central porch on Ionic columns. The principal elevation is gault brick with red brick flank and rear elevations under a hipped slate roof.

Further south along New Road is Park Manse, also dating to the mid-nineteenth century. This house is also two storeys and three bays with eight-over-eight sash windows and a central round headed doorway with decorative fanlight. It is red brick with a hipped slate roof It is probable that Park Manse[10] was built at the same time as the Church of Mary and St Michael located north east along New Road (Figure 63).

The Hollies is located south of Park Manse and is also a mid-nineteenth century house of a similar design; two storeys and three bays with a Doric columned central porch, six-over-six sash windows, paired bracketed eaves and a hipped slate roof.



Figure 63 Park Manse to left of photo

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Figure 64 Terrace, The Park

Non-Designated Heritage Assets

Within Character Area 5 there are a range of buildings, including Trinity Free Church and the Bungalow and Waterworks, Lawford, considered to be non-designated heritage assets because of their local architectural and/or historic value. Because of their significance they make a particularly positive contribution to the character and appearance of the Conservation Area. Many of these buildings are residential properties and are representative of the development of the settlement and are good examples of nineteenth century domestic architecture, some with interesting detailing and all with a high survival of original features.

New Road contains a number of well-preserved nineteenth century houses in addition to those that are listed. Together these building form an important group with stylistic similarities, resulting in a characterful and distinctive streetscape. 25 New Road is a late nineteenth century house constructed in gault brick under a slate roof. Similar to many of the other nineteenth century buildings, it has a bracketed eaves detail, bay windows and prominent chimneys. Neighbouring this building are a pair of red brick houses with yellow brick banding, bay windows, bracketed eaves and round arched doorways and central first floor windows.

On the east side of New Road, opposite Park Manse, is the former Wagon Public House, a characterful building which occupies the corner between Oxford Road and New Road (Figure 64). The building has now been converted, but it retains much of its historic character and occupies a particularly prominent position, particularly due to its alignment at an angle to New Road. It is deliberate in its prominence because of its former use as a public house and coaching inn travellers to Manningtree and Mistley from the south; its continued prominence within the streetscape is an important aspect of its local significance. It likely dates to the eighteenth or early nineteenth century and is an attractive, two storey red brick building with traditional sash windows under segmental arches and a slate roof. It is of local architectural and historic interest.

The terraces located within The Park are characteristic of this area (Figure 65). They are red brick and some original architectural details survive including decorative doorcases and sash windows, although many windows and doors have been unsympathetically replaced. They make a positive contribution to this Character Area and, similar to the nineteenth century houses on The Chase, are positioned on unadopted tracks leading off the main road indicating the nineteenth century layout and development of this Character Area.



Figure 65 The Former Wagon, New Road

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Figure 66 62-64 Colchester Road



Figure 67 Trinity Free Church

On Colchester Road there is a terrace of four nineteenth century houses (nos. 50-56) which have retained many of their original details including paired arch headed doorways with recessed storm porches, two-over-two sash windows, a slate roof and red brick elevations. 62-64 Colchester Road pre-dates many of the surrounding houses and originally stood alone opposite the track to Lawford Hill Windmill (now demolished) (Figure 66). It has an attractive red brick frontage laid in a Flemish bond with three S-shaped tie ends and a dentilled brick eaves under a clay tile roof. There are two small cat-slide dormers and windows under segmental arches. Elm Terrace, which lines the west side of Trinity Road, dates to 1897 and is an attractive group of red brick houses with yellow brick banding under a slate roof, although some have had original windows and doors replaced and front gardens paved over.

Trinity Free Church, located on the east side of the road, is a Building of Townscape Merit and, due to its position at the pavement edge and the open land of the graveyard to the south, is prominent in views along this part of Trinity Road (Figure 67). The earliest parts of the building date to 1814 when a school was established here, with a front extension added in 1905. In the 1980s the building became a church. The building has modern roof tiles and modern replacement windows but its form as a nineteenth century school building is recognisable. It is simple and functional in detailing, but it is a building which contributes to the character and history of the area. The open green space of the graveyard bounded by a low brick wall and railings along Trinity Road also contributes to the area's character and appearance.

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Figure 68 Barnfield Cottage, Barnfield

Barnfield Cottage is located at the end of Barnfield, a narrow track accessed from New Road, is an attractive cottage likely dating to the mid-nineteenth century with rendered elevations and shallow pilaster details with simple capitals (Figure 68). There are also some attractive examples of red brick Victorian houses on the south side of Barnfield.

The industrial buildings of Lawford Water Works are located on the south west side of Mill Hill and consist of a number of well-detailed industrial buildings which are prominent additions to the streetscape and in views from the railway line (Figure 69 and 70). The Tendring Hundred Waterworks Co. was established on the site in the late nineteenth century and was later expanded. The two large pump houses of yellow brick are distinctive in appearance with tall round arched windows and clerestories along the ridgeline. There are other smaller buildings on the site with similar detailing, including an aerator.

Fronting the road is a single storey, red brick lodge style building, likely site offices. It has two terracotta, moulded plaques bearing the initials 'THWWCo' (Tendring Hundred Water Works Co.) and the date 1908 (Figure 71). The brick boundary wall alongside the entrance into the site contains loop holes and appears to have served a purpose in defending the vital infrastructure on the site (Figure 72). The buildings and structures within the waterworks site make an important historical and architectural contribution to the Conservation Area as well as a positive contribution to the area's industrial past.

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Figure 69 Pump House and railway, Lawford Water Works



Figure 70 Pump House, Lawford Water Works



Figure 71 The Bungalow, Lawford Water Works



Figure 72 Boundary wall with loop holes, Lawford Water Works

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Figure 73 Trinity Farm Cottage and 1-4 Elm Terrace, South Street

Building Materials and Boundary Treatments

As most of the buildings within this Character Area date to the nineteenth century and so brick and slate are the prevalent building materials. Red brick terraces are common with gault brick reserved for larger, detached houses particularly along New Road. Older buildings within the area, or those with an Arts and Crafts style, including the waterworks office building, have clay plain tile roofs.

There are some examples of inappropriate and unsympathetic building materials in the area, including modern examples of painted weatherboarding and timber cladding which do not relate predominance of nineteenth century brick construction. Concrete roof tiles replacing slate or clay tiles or used on twentieth century buildings have a negative impact on the appearance of the area. uPVC replacement windows and doors are modern in finish and detailing and erode the specific character of the area.

Boundary treatments vary throughout the Character Area though low brick walls or railings are predominant. Established hedging and mature trees form front boundary treatments for many of the larger buildings along New Road. Surviving front boundary treatments along Trinity Road and Colchester Road create attractive frontages (Figure 73). The removal of boundary treatments and front gardens to accommodate parking has had a negative impact on the streetscape, and the replacement of traditional boundary treatments with modern alternatives, including concrete blocks, does not preserve the traditional characteristics of the area.

Landscaping and Open Spaces

The layout of this Character Area, predominately developed during the nineteenth century, is relatively dense and there are few open spaces. Along the residential roads, front gardens, trees and boundary hedges contribute to the area, particularly along New Road. The Conservation Area boundary to the south of this Character Area adjoins areas of open space, including allotments and fields, and these contribute to the setting of the area by indicating the growth of the town within a rural and coastal landscape. The graveyard on Trinity Road, alongside the Trinity Free Church, is an area of open space of high communal value.

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Area 6 – Manningtree East

Character Area 6 comprises an area of three twentieth and twenty-first century developments along Kiln Lane, Erskine Road and Malthouse Road. It is a modern expansion of the historic core of Manningtree to the east, following the demolition of a large maltings complex (the earliest to be constructed by Edward Norman in Manningtree), Mistley Place Hall (School) and Mistley Gas Works.

Layout

The layout of this area is governed by the former buildings which occupied the space. The development along Malthouse Road was formerly open land between New Road and Stour Street. It is now an informal urban street with wide frontages and shallow plots. The most north-easterly development, along Kiln Lane, has a convoluted layout which mainly follows the original routes through the maltings site. Only two of the original buildings survive and these are both listed under a single listing entry (Figure 74). The remaining buildings within this Character Area include the modern development of St Michaels Close and three infill houses of a similar style along Oxford Road.



Figure 74 Listed maltings buildings at centre of development

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Figure 75 1 Kiln Lane, the oldest remaining building within the Character Area



Figure 76 1-10 Brooks Malting with partially infilled arches

Listed Buildings

The main characteristics of this Character Area derive from its former existence as a maltings complex. As a result, the listed maltings buildings which have been retained and restored are pivotal to its significance. To the south of Kiln Lane are the Grade II listed Mistley Mills. This individual listing encompasses two maltings with adjoining kilns linking the two and a carriageway under the kilns. The north maltings dates to 1817 and is red brick (with gault brick to the east end of the south range) laid in both Flemish and English bonds, and timber weatherboarding and rendering to areas which have been recently renovated. The building was awarded the 'Best Conservation and Restoration' prize in the 2007 Design Awards by Tendring District Council.

Non-Designated Heritage Assets

1 Kiln Lane is the oldest remaining maltings building within the site (Figure 75). It is single storey and constructed in gault brick under a slate roof. It has a distinctive bracketed eaves detail and a large bay window overlooking The Walls and the estuary beyond. It was likely used as an office for the maltings complex and makes a positive contribution to the Conservation Area and is a non-designated heritage asset due to its local architectural and historic interest. Adjacent are a row of houses occupying the former maltings building, 1 – 10 Brooks Malting (Figure 76). They are roofed in slate with red brick walls and partially infilled arches. There were originally eight maltings on the site and these buildings are the only remaining evidential link with the historic significance of the site.

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Figure 77 View into Kiln Lane development showing the listed kiln in the centre



Figure 78 Planting and boundary treatments along Kiln Lane

Building Materials and Boundary Treatments

Red brick is the predominant building material within this Character Area, both on the historic buildings and modern developments. Within the development along Kiln Lane, different facing materials including render and timber weatherboarding have been used to create the impression of a multi phased development (Figure 77). In contrast, the buildings on Erskine Road and Malthouse Road have wide frontages and are shallow in plan and adopt a simple palette of red brick and buff brick.

Many buildings are located on the pavement edge or fronting open front gardens but where front boundary treatments exist, they are generally low in height largely consist of hedging, low brick walls and railings. This creates a varied and open streetscape.

Landscaping and Open Spaces

There is little open space within this Character Area due to the density of development, but there are some views over the River Stour, the open grounds of Mistley Place or south into the former Mistley deer park. Erskine Road and Malthouse Road benefit from a large amount of planting and green space within private front gardens giving a spacious and verdant character to the streetscene. Planting and hedges along Kiln Lane also contribute to this characteristic (Figure 78).

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Mistley

Area 7 – Mistley Old Hall parkland, The Walls and The Stour

This large Character Area comprises the land between Mistley and Manningtree. It contains the open parkland associated with the Mistley Old Hall estate evident on the Chapman and Andre Map of Essex 1777, estate survey maps, the grounds of Mistley Place Park, pockets of ancient woodland (particularly concentrated on Furze Hill), the main route between Manningtree and Mistley along the river (The Walls), and an area of the River Stour estuary to the north of Manningtree stretching to the county boundary of Essex and Suffolk.

The character of this area is predominantly derived from surviving features of the eighteenth-century landscape park of Mistley Old Hall and nineteenth century grounds of Mistley New Hall Park, including the mature planting, lawns, walks and lakes (Figure 80). The open green spaces which surround them permit wide-reaching views across the area. These features contribute to the historic and verdant character of the area. The special interest of the area is enhanced by views, reinforcing the visual connection between the historic buildings and features and their associated designed landscapes. This includes the buildings associated with the Mistley Old Hall (demolished in 1844) which are historically connected with the Rigby family, the 1846 Mistley New Hall, and buildings associated with Mistley Place (demolished shortly after WWI).

The area of historic parkland is bounded to the north by The Walls, a road which flanks the edge of the estuary and provides a promenade from which the picturesque and celebrated estuary landscape can be viewed. While the landscape of this Character Area has retained its historic character, there are a number of modern features within it which make a neutral contribution to its character and appearance. These include the structures associated with the supported village community within the former Mistley New Hall and features such as the bowling green, sports pavilions and some buildings associated with Acorn Village.

The grounds of Mistley Place have been heavily altered in the twenty-first century and were used as an animal rescue centre until 2019. The use as an animal park has had a negative impact on the historic character of Mistley Place, with the introduction of unsympathetic boundary treatments and compartmentalisation of the formerly open lawns, which impacts the appreciation and understanding of the designed landscape.



Figure 79 The Demesne of Mistley Hall, 1778



Figure 80 Sales map of Mistley Hall Estate, c.1844

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Figure 81 View from Green Lane out across the parkland including the tower of St Mary and Michael's Church and the Edme Maltings chimney

Layout

The layout of this Character Area has largely been shaped by the estates of Mistley Old Hall and Mistley Place Park, and the natural boundary of the River Stour. It is intersected by a number of key historic routes and networks (Figure 81). Three main roads cross the area; these are New Road which now separates the two parks and was rerouted away from Mistley Place around 1860, Clacton Road forming the southern boundary of the Conservation Area, and The Walls towards the north. The Walls has always functioned as the main route between the settlements of Mistley and Manningtree and forms a key route within the Character Area as both a road and a public footpath and promenade (Figure 82). Church Lane connects New Road to Green Lane and passes the nineteenth-century Parish Church of St Mary and Michael.



Figure 82 View along the Walls from Manningtree into Mistley

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Figure 83 Grade II listed buildings at Dairy House complex including stables, dairy, brewhouse and cowhouse

Listed Buildings

Most designated and non-designated buildings and structures within this Character Area are associated with Mistley Old Hall parkland. They reflect the park's development by the Rigby family and their influence over the design of the landscape. The location of Mistley Old Hall, residence of the Rigby family, is visible in the centre of Mistley Park and the Character Area. It is marked by the survival of its former outbuildings, kennels and garden walls. The replacement later nineteenth century Mistley New Hall, built within the kitchen gardens of the estate, makes a strong positive contribution to the character of this area as the principal building of the parkland which dominates the Character Area.

The Grade II listed Old Hall (formerly outbuilding to the demolished Mistley Old Hall), dates to the eighteenth century and is red brick with a gault brick north elevation. It has an attractive red pantile roof and a rusticated archway with keystone over the central carriageway with rusticated quoins and a dentilled pediment above the parapet. The courtyard ranges have seven windows with gauged arches. Visible from The Walls and Mistley, it has wide reaching views to its south, which make a positive contribution to its parkland setting and historic character. The Grade II listed garden wall to the South and East of Old Hall also significantly contributes to views along Church Lane and enhances understanding of the estate grounds and former gardens established by the Rigby family (Figure 83).

Due south of the Grade II listed Old Hall (the former outbuilding) are four Grade II listed buildings which comprise an attractive former farmstead with dairy, brewhouse and attached stables. All buildings are constructed from Flemish bond red brick and were built for the Rigby family before 1777.

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Figure 84 Grade II listed Hopping Bridge

To the north of the Character Area, the Grade II listed Hopping Bridge built c.1774-80 was designed by Robert Adam for Richard Rigby (Figure 84). It is an ornamental bridge, only partially surviving, with red and yellow stone dressings and stone coping. Its end pilasters have moulded stone bases and heads. The bridge makes a positive contribution to the character of the area.

Following the sale and demolition of Mistley Old Hall in 1844, a new principal residence was built within the estate in 1846. This is the Grade II listed Mistley Hall (Mistley New Hall), located to the south west of the Character Area. Mistley New Hall is a large red brick house with three faces of stuccoed detailing, sliding sash windows and hipped grey slate roofs. It has a large entrance with a flat canopied porch and cast-iron columns. The building is now part of Acorn Village. There are other listed buildings and structures associated with Mistley Place Park, comprising of the Grade II walled garden and gardeners shed to the south of Mistley New Hall dating to the early nineteenth century, and the Grade II listed Folly Bridge, a gauged brick ornamental bridge which forms part of the designed gardens. To the north of Mistley New Hall, at the west end of Green Lane, is The Lodge, also listed at Grade II. Originally an entrance lodge to Mistley Old Hall, the building marks the boundary of the former parkland. Due to its low height and high boundary treatments, comprising close board fencing and mature shrubs, the building is not visible. It is classically Georgian in gault brick with a hipped grey slate roof and panels of swags and modillions to each face of the building below the cornice. It is likely part of Robert Adam's design for the park for Richard Rigby.



Figure 85 Grade II listed garden wall of Old Hall

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The Grade II listed Parish Church of St Mary and Michael, located on the south side of New Road, dates to 1868-70 (Figure 87 and 88). The church serves both Mistley and Manningtree following the demolition of Manningtree's St Michael and All Angels' Church in 1967. Built of Kentish ragstone with Bath stone dressings under red tiled roofs, its architectural features include carved stone corbelled eaves, trefoiled windows and gargoyles. The tower has a splayed base with buttresses and an octagonal spire. The church is a landmark in the landscape and can be seen from the Manningtree end of the Walls, throughout Mistley and to the south from Green Lane, making it a prominent central focal point. It has some internal features rescued from Mistley Towers (formerly Rigby church). It has an attractive lychgate entrance and a low hedge forming its boundary beyond which there is a graveyard (Figure 86).



Figure 86 Parish Church of St Mary and Michael graveyard



Figure 87 Parish Church of St Mary and Michael



Figure 88 Parish Church of St Mary and Michael

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Figure 89 Dormy Lodge sited opposite the church

Non-Designated Heritage Assets

Dormy Lodge, which sits opposite the parish church, makes a positive contribution to the character of the area and is a non-designated heritage asset (Figure 89). Dormy Lodge was a lodge to Mistley Place constructed after New Road was moved to the east in around 1860. The single storey building retains many original features and is in a prominent position along New Road making a positive contribution to the streetscene. It is a building of local interest due to its architectural design and detailing and its historic associations with Mistley Place.

Boundary Treatments

The boundary treatments within this Character Area largely follow the same historic lines that formed the division of the landed estate in the eighteenth century. As a result, most boundary treatments to residential properties are made up of hedgerows or low landscaped hedges, such as those around the parish church. These boundaries are sympathetic to the historic landscape character and make a positive contribution to the verdant appearance of the area. Prominent trees line the eastern boundary of New Road creating a green avenue with those along Mistley Place Park. Two large Wellingtonia trees mark the entrance to the church (Figure 90). The Walls has a historic boundary to the south with young trees interspersed with ancient oaks and tall pines. Young trees line the riverside and are sparsely planted permitting fine views across the River Stour.



Figure 90 Two large Wellingtonia trees mark the entrance to the church.

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Figure 91 View across to church through Mistley Place Park



Figure 92 View to the Walls through Mistley Place Park showing mature tree boundary

Landscaping and Open Spaces

This Character Area includes much of the open space within the Conservation Area and contributes to the historic and green character of the area and the understanding of the development of both Mistley and Manningtree. The open spaces within the area are distinct and separate in character and historical development, often separated physically by roads and strong boundary treatments, however, together they contribute to the large area of green space.

Mistley Old Hall park reflects the fashion for naturalistic designed parkland in the eighteenth century (Figure 91). Established by Richard Rigby, the park is a significant designed landscape which enhances our understanding of the history and development of Mistley, and its association with the Rigby family. The park comprises large expanses of lawn, densely planted tree clumps, scattered mature trees, and lakes. Elements of formal and kitchen gardens remain surrounding the listed structures on the site of Mistley Old Hall and Mistley New Hall.

The site of the former Mistley Old Hall is located within the centre of the park, enclosed by mature tree belts which visually screen the Dairy House Farm, cottages and Brewhouse to the south. The nineteenth century Mistley New Hall is located to the south west of the park, and now forms part of the modern complex of Acorn Villages. The park is traversed by paths and, notably, by the railway line, which cuts it into two. The line has been partially screen by planting. To the north of the railway line is Mistley Cricket Club and Bowls Club and a recreation area and playground, all well kept open areas available to use for leisure activities. Views to the north from these areas take in the open park of Mistley Place Park, which further contributes to the open character of this area (Figure 92).

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Figure 93 Ancient tree nicknamed Nobbly

An area of ancient woodland sits on the high ground of Furze Hill within the character area and comprises densely planted woodland. Within the wood is the tree known as Nobbly, sometimes nicknamed 'Old Knobbley', an ancient oak which dates from the thirteenth century (Figure 93). There are several ancient oaks within the Conservation Area. This woodland makes a positive contribution to the historic and green character of the area.

St Mary and St Michael's Church is accessed from New Road and set within a small churchyard with mature planting notably including two tall Wellingtonia trees either side of the lychgate. Trees are predominantly located to the south, east and west, with views to the north left uninterrupted to permit open views towards the estuary. To the south of the churchyard is a large cemetery, with walks and specimen tree planting throughout.

Mistley Place Park is located to the north of New Road. It has retained some elements of the nineteenth century designed grounds, such as the ornamental boating lake to the east and some areas of mature planting, however its recent use as an animal sanctuary has impacted its historic character and designed landscaping (Figure 95). This area has retained its openness, and provides views of the church from The Walls, allowing for visual connectivity between the two.



Figure 94 Public space along the Walls



Figure 95 Lake within designed landscape of Mistley Hall Park

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Figure 96 Views of River Stour from the Walls

The road along The Walls connects Mistley to Manningtree. There is a footpath and grassed verge on the north side of the road which affords views to the north over the River Stour. The walk is tree lined, contributing to the green character of the area, and interspersed with benches from which the views can be appreciated (Figure 96).

The River Stour is an important aspect of the setting of this Character Area as it spans the Stour's valley and there is an important and deliberate intervisibility between the parkland and the river. The river is visible from parts of Green Lane which spans the former deer park from east to west, and watercourses run from Mistley Park to the river as part of the designed landscape.

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Figure 97 Grade I listed Mistley Towers

Area 8 – Mistley Historic Core

This Character Area comprises the historically significant Georgian development of Mistley located at the northern end of the High Street. The Character Area contains a high density of eighteenth century listed buildings including the Grade I listed Mistley Towers (Figure 97). Eighteenth century terraces line the High Street, and modern and historic quayside warehouses are located on the estuary to the north of the High Street. To the south of the Character Area, The Green is enclosed by late eighteenth century houses to the south of which is located East Lodge. There are two focal points within this Character Area; the eighteenth century Mistley Towers, surviving remnants of a former church, and the Swan Fountain which forms part of Richard Rigby's development of the town as a spa resort in the eighteenth century.

Layout

The historic layout of Richard Rigby's Georgian development remains legible and the concentration of late eighteenth century buildings provide a unique character. The terraced houses along The Green are two storey red brick former almshouses overlooking Mistley Green and at the southern corner East Lodge is a large gault brick and rendered house. Two storey rendered houses line the southern side of The Green. The stretch of the High Street within this Character Area is lined by terraces of eighteenth century two-storey houses with dormer windows, creating a sense of enclosure. The terrace on the south side of the High Street terminates in Acacia House, a taller three-storey dwelling with a central pilastered porch. The Thorn Hotel fronts the Swan Fountain and Fountain House behind thought to have been built at an assembly room or hotel for Richard Rigby's spa resort. To the north of the Character Area, Mistley Towers dominate views and to the north east of the Towers are large, modern warehouses and offices. Portishead House is located at the northern extent of the Character Area and is a large, rendered building under a clay tile roof overlooking the river. Mistley Institute, built in 1911, is located on New Road at the west of the Character Area and, at the junction of The Walls and New Road, the War Memorial, village sign and finger post create an attractive approach into Mistley.

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The large quayside warehouses located to the east of the Character Area replaced a maltings building but are unsympathetic in their modern form and materials. Whilst the industrial use of the quayside is an factor which contributes to the Conservation Area's significance, the design of the building makes a negative contribution. The clinic building located on the corner of New Road and The Green is a single storey, red brick, flat roofed building dating to the mid-late twentieth century. It is unassuming in height and is not intrusive within the streetscene but it does not contribute to the character or appearance of the Conservation Area and is considered to be a negative element.

Listed Buildings

The majority of buildings in this Character Area are listed. Mainly they comprise Georgian buildings constructed in the late eighteenth century and are listed Grade II (Figure 98). Mistley Towers are listed individually at Grade I listed and are also designated as a Scheduled Monument. As a largely unaltered element of Richard Rigby's ambitious Georgian spa town development, the listed buildings within this Character Area form a group of particular importance. Their group value contributes to their significance.

The towers were constructed in c.1777 by Robert Adam for Richard Rigby and were additions to an earlier, remodelled church. The nave with a central portico was located between the towers and was demolished in c.1870. A memorial to Richard Rigby dated 1830 survives within the north western tower. Mistley Towers are landmarks within the town; they are prominent in views from the High Street, The Walls and New Road, and they are striking and characterful features of the town.



Figure 98 Mistley Green looking East

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Figure 99 Photos of Mistley High Street Georgian terraces

The Grade II listed Mistley Institute is located on New Road. It was built in 1911 and designed by the renowned Arts and Crafts architect, W. D. Caröe. It is a single storey building of red brick construction with creasing tile dressings under a plain tile roof. A large, shallow arched window is set within the gable end and smaller windows within arcade detailing on the side elevations. It is prominent due to its relatively isolated position on New Road and it forms part of a group with the surrounding listed buildings.

Mistley House is located on the High Street and forms the north western end of the eighteenth century terrace. Mistley House is later in date, constructed in the nineteenth century with simple neo-Gothic detailing including unusual buckle quoins (Figure 99). It is Grade II listed along with the houses comprising Georgian terrace which continues south east along the High Street. The houses are rendered and painted in characterful pastel colours reminiscent of their seaside location.

The terrace on the north eastern side of the street is also Grade II listed and comprises red brick cottages, some with pastel painted brickwork and others rendered (Figure 100). This terrace terminates in Swan House (Grade II listed) which is a larger house with a hipped roof and a central door between two ground floor bay windows fronting the Swan Fountain. These buildings benefit from group value and together they are fundamental components of the character of the area. They share key architectural details including sash windows, small flat roofed dormers and simple pilastered doorcases. Two retain historic shopfronts (only one in use) which also make a positive contribution to the streetscape.



Figure 100 Buckle quoin detailing, Mistley House

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Figure 101 Cast iron water pump

Fronting the open space of Mistley Green are a terrace of twelve cottages also dating from the Georgian development of the town and listed at Grade II. They are red brick with gault brick dressings, although nos. 1-5 are rendered. At their eastern end is a Grade II listed, nineteenth century, cast iron water pump (Figure 101).

East Lodge is located south of Mistley Green and dates to the eighteenth century, possibly with earlier origins. It is a large building with a gault brick frontage and rendered rear ranges which terminate the view along The Green from the High Street. Like all of the surrounding eighteenth century buildings, it was built for Richard Rigby. Two further listed buildings line the southern side of The Green; the nineteenth century Old Custom House and the three houses forming Kowloon, another element of Rigby's Georgian development. The Thorn Hotel, also Grade II listed, is located on the corner of Green Lane and the High Street with the adjoining former Post Office (Figure 102).

The Grade II listed Swan Fountain is a prominent element of Rigby's Georgian spa resort development (Figure 103). It is located on the north eastern side of the High Street opposite The Thorn Hotel. The life-size stone swan fountain is positioned in the centre of a large oval cement basin with moulded sides. On the north east side, a horse trough is incorporated into a brick wall. Behind the fountain is Fountain House. This building forms the backdrop to the Swan Fountain in views from the High Street and is also an integral part of Rigby's development. It is reputed to have been built as the spa's original bathhouse and is now converted into three dwellings (Fountain House, The Grape Vine, and Grape Vine Cottage). It is red brick (the northern end is painted) under a hipped plain tile roof with a central dentilled pediment and oculus window. There is a central blocked semi-elliptical window above a semi-elliptical porch supported on Tuscan columns. To the rear, the building has a very different character and the three dwellings are more apparent; a modern red brick extension sits alongside a central gault brick cottage which adjoins a half-weather boarded building. The central gault brick element has the remnant of a painted advertisement below the first-floor windows.



Figure 102 The Thorn Hotel



Figure 103 Swan Fountain and Fountain House

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Figure 104 Mistley Quay Workshops and Tearoom

Mistley Quay wall (also known as Thorn or Allen's Quay) forms the north eastern boundary of the Character Area and partially continues into Character Area 9 (Mistley Maltings). It was designed by the Duke of Bridgewater for Rigby in 1777, although it may incorporate earlier structures, and is constructed of red and gault brick between bands of Portland stone. The Duke of Bridgwater was a key figure in civil engineering in the eighteenth century, instigating the construction of the first canal in England.

Non-Designated Heritage Assets

Whilst there are few unlisted buildings within the Character Area, there are some buildings of interest which contribute positively to the character and appearance of the area and, due to their local architectural or historic interest, are considered to be non-designated heritage assets.

The building containing Mistley Quay Workshops and Tearooms, to the rear of Swan House, is a modest industrial building of historic and architectural interest (Figure 104). The evidence of the building's past adaptations and modifications are clear in the changes of material and window sizes and designs which add to the building's interest. The use of red brick, gault brick and black weatherboarding are all characteristic of the wider Conservation Area.

Portishead House, located to the north of the Character Area, is placed prominently overlooking the river. It is nineteenth century in date and is a large two and a half storey rendered building under a plain tile roof. It is an attractive element of the streetscene with a prominent gable facing The Walls. Approaching The Green from New Road, Blackhorse Cottage fronts the lane leading to the single-storey terraces of red brick and featuring decorative black iron work.

The Abbey is a substantial two and a half storey building on the High Street adjacent to The Thorn Hotel and Post Office (Figure 105). The north elevation features two prominent Dutch gables and an off-centre projecting gabled bay with a steeply pitched canopy over the main entrance. It is constructed in red brick laid in Flemish bond with decorative diaper work and a plain tile roof. The building dates from the late nineteenth century and is an unusual addition to the High Street. It makes a positive contribution to the significance of the Conservation Area and adds to its architectural interest.



Figure 105 The Abbey, High Street

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Figure 106 Decorative tiles at Number 1, Mistley Green

Building Materials and Boundary Treatments

Red brick render or stucco and clay plain tiles are the prevailing building materials within the Character Area. There are also examples of painted brick, gault brick and painted timber weatherboarding. Rendered, stuccoed and painted brickwork elevations are most commonly pale in colour and a variety of pastel colours feature on the High Street and The Green creating an attractive streetscape. Most of the buildings have retained their historic timber doors, doorcases and windows.

Many buildings within the Character Area do not have front boundary treatments as they are located at the pavement edge. There are examples of low, black painted, metal railings and timber picket fencing along the High Street with planting behind; both permitting views of the front elevations of the buildings (Figure 107). Black painted metal railings also surround the basin of the Swan Fountain, although these are a twentieth century addition. Red brick walls also feature as boundary treatments including The Abbey and East Lodge.

The concrete wall with brick piers along the northern side of the High Street is an unattractive feature within the streetscene.



Figure 107 Painted black railings along High Street and decorative planting

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Figure 108 Mistley Towers and surrounding graveyard



Figure 109 War memorial at junction of New Road and the Walls

Landscaping and Open Spaces

The area around Mistley Towers and the War Memorial opposite are a key open space (Figures 108 and 109). Mature trees and planting contribute to the verdant scene with views across the River Stour and the area has a tranquil setting alongside the War Memorial. The War Memorial's landmark position, at the junction of New Road with The Walls and Mistley High Street, makes it a prominent feature in the townscape. Mistley Green is also an important open space providing the setting of the cottages at nos. 1-12 The Green and East Lodge. It is bounded by a historic red brick wall and timber posts and contributes a sense of openness in this part of the Character Area.

The Swan Fountain and Fountain House are an attractive focal point. From here views north west down the terraced High Street and south east towards the former maltings buildings permit an understanding of the historic development of Mistley in the eighteenth century and its key industry which flourished in the nineteenth century. The area around the fountain, however, is dominated by hardstanding with a patched concrete and tarmac car park and paviours surrounding the fountain basin and the access to the quay. The extent of hardstanding detracts from the settings of the listed buildings due to its monotonous appearance.

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Figure 110 Surviving rails of the tramway which once spanned the quayside at Mistley

Area 9 – Mistley Maltings

This area is characterised by vast nineteenth century maltings and industrial areas associated with the quayside. The maltings in Mistley were hugely significant in the development of the malting industry as technological advances from Robert Free's new designs were introduced and trialled. Some of the buildings have been altered but the maltings are significant architecturally and are of great historic interest (Figure 110). As a group they are nationally important, and this is recognised in their designation as Grade II listed buildings. The development of the railway, as well as the quayside, both had pivotal roles in the malting industry in Mistley and the settlement's growth. The easternmost side of this Character Area includes former brick fields and brick kilns as well as the tramway which once linked the quayside to the mainline railway.

Layout

The layout of this Character Area is governed by the development of the maltings and industrial areas along the quayside to the north, the High Street and the route of the railway. The former tramway, which loops around the brick kilns and railway line to the north east of the Conservation Area, is likely to have been constructed alongside the earliest maltings on the site; this would have facilitated the movement of bulk goods arriving on the quayside to the road, railway line and upper maltings (Figure 111).



Figure 111 Nineteenth century converted maltings buildings with River Stour behind

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Figure 112 Red brick elevations with yellow stock brick details

The maltings to the north of the railway line are the oldest surviving maltings within the complex, dating to the mid-late nineteenth century, and these originally followed the length of the quay and formed an abutment to the higher ground along the roadside. Formerly comprising several docks and jetties, the quayside has been filled in to create one surface. The construction of the station in 1854 saw the maltings production extended south of the road, and later south of the railway.

Listed Buildings

There are four listed buildings within this Character Area. There are two Grade II listed maltings buildings, one with associated listed railings, and Mistley Station.

To the south of the High Street is Number 2 Maltings dating to 1893, a later replacement of a maltings destroyed by fire on the site in 1892 (Figure 112). Designed by Robert Free for Free, Rodwell and Co, it is typical in its rectangular plan and its red brick elevations with yellow stock brick details are similar to many other late nineteenth century buildings within Mistley (Figure 113). The building has a regular bay rhythm with equal sized windows under yellow brick arches and decorative terracotta keystones. This building remains a part of the EDME Maltings; EDME has been based on this site for over one hundred years.



Figure 113 Number 2 Maltings

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Figure 114 Rear of Maltings and Kiln 1 overlooking the River Stour with recent balcony editions. The trackways have been retained.

The Maltings and Kiln 1, recently converted to residential use, is part of several maltings buildings which line the south of the quayside (Figure 114). The building dominates the streetscape comprising a double range of eight storeys and seventeen bays (Figure 115). The elevations are faced in red brick with gault brick shallow arched window heads, pilasters between each bay and a dogtooth and dentilled band and cornice. The three projecting central bays are more decorative with yellow brick pilasters terminating in round headed arches with keystone detailing and simple capitals. The kiln is five storeys and three bays and located to the east of the main maltings block with a grey slate pyramidal roof, characteristic of its former use. The maltings to the west of this building have recently been demolished.



Figure 115 Southern face of Maltings and Kiln 1 (The Quaside Maltings) fronting the High Street

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Built in 1854, Mistley Railway Station is a good example of a nineteenth century railway station and is largely unaltered. It mirrors the architectural detailing and materials of the maltings buildings and structures in red brick with yellow brick banding, pilasters and round headed arches (Figure 116). The railway would have connected the settlement and maltings to a wider area for supply and distribution, encouraging the development of the malt industry.

Many of the other buildings connected with the malting industry make a positive contribution to this Character Area and are considered non-designated heritage assets. The roofscape and silhouette of the EDME Buildings and Robert Free's maltings have been landmarks within the town for over one hundred years. Most buildings within this Character Area have a significance as a group of national importance demonstrating the growth and technological advances of the malting industry.

Three attractive early nineteenth century buildings, considered to be buildings of townscape merit and non-designated heritage assets, front the south of the High Street. These buildings all contribute to the significance of the Conservation Area through their architectural quality and their association with the maltings; they were the original offices and workers houses of the maltings, and some remain in their original use.



Figure 116 Mistley Railway Station



Figure 117 EDME House with decorative bricks and large bay windows



Figure 118 EDME Ltd Sign, EDME House

EDME House, an attractive Gault brick house and office with decorative bricks and large bay windows, has an attractive pained glass panel above the door reading "EDME Limited Malt Product Manufacturers" (Figures 117, 118). To the west, 1 and 2 Waterworks House have a distinctive yellow brick banding and earlier six-over-six sash windows. All three have low brick front boundary walls with iron railings and are set back from the High Street. Their prominent position in the streetscene indicates their importance.

Non-Designated Heritage Assets

The maltings building to the south east of the EDME site dates to the late nineteenth century. Although this building is not listed it is a building of heritage interest within the maltings complex and is notable for the extension to the east with a water tank on its roof. It is very similar in architectural style to Number 2 Maltings being of red brick with yellow stock pilaster detail and a grey slate roof.

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Figure 119 EDME Chimney from Mistley High Street along with maltings building South east of EDME



Figure 120 EDME Chimney from Green Lane

The building was originally built as a syrup factory and in 1994 suffered significant fire damage so has been subject to some rebuilding (Figure 119). Despite this, the building forms a crucial part of the group of maltings buildings and has similar aesthetic and architectural value to the other buildings within the complex. It is considered to be a non-designated heritage asset and would benefit inclusion on a local list. The chimney to the south of the site, on which the words "EDME.MALT. EXTRACT" are displayed, dates to the late twentieth century but forms an iconic landmark in the townscape (Figure 120). It is present in views throughout the Conservation Area, in particular Green Lane, and is a structure of townscape merit.

Building Materials, Landscaping and Boundary Treatments

Red brick elevations with yellow brick detailing predominate within the Character Area. These materials are a consistent feature of both domestic and industrial maltings buildings throughout Mistley. Gault brick is used specifically for more affluent buildings and for those resided in by influential residents such as Robert Free. The iron work for the maltings buildings was largely supplied by Lawford Works, formerly based along Colchester Road in Manningtree.

Railings comprise the main front boundary treatment within this Character Area and are particularly prominent on the three large houses which front the south of the High Street, although only the central building (1 and 2 Waterworks House) retains its historic railings. There are also railings to the north of the High Street, continuing down to the quayside and along Harwich Road to the road bridge over the railway line.

This is probably again as a result of the close proximity of the iron works foundry in Manningtree and its close association with Robert Free and his work. They are therefore characteristic of the Conservation Area. White painted picket fencing delineates the entrance to the station and its forecourt and provides an attractive and distinct frontage to the station (Figure 121). The scots pine, which has a plaque marking 'the turning of the first sod to join the Harwich Branch of the Great Eastern Railway with the Tendring Hundred Railway to Walton', is located to the front of the station. It contributes to the character of the area and is a prominent feature in views along the High Street

Towards the east of the Character Area, the heavily treed embankments of the railway line contribute to the verdant character of this part of the area and shield much of the line from view. There are also allotments along the north side of Harwich Road and onto Anchor Lane. The red brick bridge reflects the prominent building material of the Character Area.



Figure 121 White picket fence outside Mistley station

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Area 10 – East Mistley

Character Area 10 is sited on elevated land to the east of Mistley's industrial maltings buildings and to the south of the railway line. Square in plan, the area is bounded by Harwich Road to the north and east, School Lane to the west, and Shrublands Road to the south.

Layout

The principal road in the Conservation Area is the Harwich Road, now also known as the B1352. The road is a historic route and is included in "A Survey of The Manor of Mistley" by Bernard Seale dated 1777. The layout of New Mistley began as purpose built terraced and semi-detached two-story houses with associated social amenities provided for workers at the Free, Rodwell & Co Maltings. The school and Lord Denman Inn are both now converted to residential use, while the chapel remains in use as a place of worship. Robert Free's own house, The Elms (now known as Seafield House), is located in a prominent position at the north west of the Character Area (Figure 122). It is constructed in gault brick with a prominent double pile gable facing Harwich Road. It is set back from Harwich Road and School Lane, partially concealed behind a low stone wall with fencing, hedging and mature trees. The building's location is purposeful, located on the route travelled to and from the maltings and school by workers and children living in this nineteenth century development.

Beckford Road and California Road span north-south across the area, parallel to School Lane and Harwich road as it turns south. Beckford Road and California Road align with Ye Olde Mill House and the site of the previous associated mill (Figure 123). The roads cross the lower ground at the site of the gravel pit marked on the Survey Manor of Mistley. Smaller roads run east-west between Harwich Road and California Road and off School Lane.



Figure 122 Grade II listed Ye Old Mill House



Figure 123 Seafield House (The Elms)

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Figure 124 Grade II listed maltings, Nos. 3 and 4

Two new modern housing developments have been constructed off School Lane; Barley Close and Rosewood Park. Rosewood Park consists of two story detached dwellings, while Barley Close features a range of detached, semi-detached, and terraced two-story housing, with a walking route created through to Beckford Road. These developments contrast with the historic buildings of the Character Area, making a neutral contribution.

On School Lane, opposite the former Maltings 3 and 4, are a group of bungalows and, adjacent to them, a large modernist house. The low-rise nature of these buildings contributes neutrally to the Character Area, with the modernist building featuring black cladding that positively references the large industrial maltings buildings to the north.

Lining Shrublands Road, several early and mid-twentieth century detached houses are set back from the road on elevated ground, these make a neutral contribution to the Character Area. The large front gardens give Shrublands Road an open character.

Listed Buildings

There are three Grade II listed buildings within this Character Area; Ye Old Mill House at the north of the area on Harwich Road, Maltings 3 and 4 (Figure 124) and the former Cold War bunker and anti-aircraft operations room, south of Shrubland Road.

Ye Old Mill House dates to the eighteenth century. It is an attractive cottage in a prominent position on Harwich Road at a storey and a half in height, with dormer windows lighting the first floor. It is of timber frame construction with plastered elevations under plain tile roofs and a central chimney stack.

The former Cold War Bunker and anti-aircraft operations room dates to 1951 and formed an integral part of the country's Cold War defence strategy. (Figure 125) It is square in plan and two storeys, partly below ground. It is a plain concrete building with a flat roof and heavy blast walls protecting the two entrances.



Figure 125 Photos of the former Cold War Bunker and Anti Aircraft Operations room

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The south west of the bunker is an associated aerial. Despite its unassuming appearance, it is considered to be one of the best surviving examples in England. The building provides an important record of the Essex's historic role in the defence of the United Kingdom during the twentieth century and is therefore of great communal value locally and regionally. The site is now being developed into a modern housing development and the bunker being refurbished.

Malting No. 7, built between 1900 and 1904 was previously on the site of the modern development of Barley Close. This maltings was eight stories in height, taller than Grade II listed Maltings Nos. 3 and 4, which is five stories in height plus an attic.



Figure 126 Former Lord Denman Inn, California Road

Non-Designated Heritage Assets

Due to the quality of historic building stock in this Character Area, there are several buildings of local architectural or historic interest which are considered to be non-designated heritage assets including:

- Alma House, Harwich Road
- Stour Cottages, Beckford Road
- 1-4 Armagh Terrace, Beckford Road
- 1-4 Rigby Terrace, Beckford Road
- 1-2 Pleasant Place, Beckford Road
- Ladysmith Villas, Beckford Road
- Anchor Inn, Harwich Road
- 20-24 Harwich Road
- Seafield House (Robert Frees House)
- James Terrace, Beckford/Harwich Road
- 20-58 California Road
- Wiltshire Terrace, 5-7 California Road
- Methodist Chapel, Chapel Cut
- Maltings buildings south of the Railway line
- Norman Schools (Old School and schoolhouse)

The Character Area largely comprises late-nineteenth and early twentieth century semi-detached and terraced brick workers houses with later twentieth century infills of development.

There are a number of buildings of local architectural and historic interest including St James's Terrace and the adjoining Old Bakery, Armagh Terrace and Stour Terraces. Three large detached properties located on Harwich Road (56-58, 60 Alma House, and 64 Holly Place) which are good examples of the nineteenth century housing which developed in this area (Figure 126).

The old school is built in an Italianate style in gault brick. It has now been converted to residential use and is a building of particular historic, communal and artistic value within the Character Area. Unusually, the spearhead detailing of the railings fronting School Lane have been deliberately hammered flat.

Two new modern housing developments have been constructed off School Lane; Barley Close and Rosewood Park. Rosewood Park consists of two story detached dwellings, while Barley Close features a range of detached, semi-detached, and terraced two-story housing, with a walking route created through to Beckford Road. These developments contrast with the historic buildings of the character area, making a neutral contribution.

© Place Services 2025



Figure 127 The Anchor Inn, Harwich Road

The Anchor Inn, located at a prominent corner of Harwich Road, is a landmark building within Mistley, visible from the railway bridge and in views along the road to the west (Figure 126). The Inn is a two storey building comprising two abutting ranges. The older range fronts Harwich Road and has a double pile plan with sash windows. The building is clad in white painted timber weatherboarding with slate roofs but no chimney stacks remain. The front of the northern range has a veranda and timber casements. Three hand painted pub signs make a positive contribution to the overall appearance of the building's principal elevation and the dark green colour of the joinery results in a positive uniform appearance.

Building materials and boundary treatments

Red, yellow and gault brick elevations and natural slate roofs are the prevailing building materials within the Character Area, reflective of the nineteenth century development if the area (Figure 128). Many of the terraces feature contrasting brickwork bands to the front and side elevations as well as the chimney stacks, and brick pilasters with brick capitals. However, there are many examples of rendered and painted brickwork which has undermined the appearance of the streetscene.

There are some examples of clay and concrete roof tiles including the plain tiled roofs of Ye Olde Mill House, and several houses along California Road which feature terracotta pantiles or concrete tiled roofs. Fenestration throughout the consists largely of timber sash windows, although many have been replaced by UPVC windows. There are some examples, such as at St James's Terrace, where the main doorways feature architraves with consoles supporting flat pediments.



Figure 128 Examples of natural slate roofs within this Character Area

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Figure 129 Blue scoria bricks

Characteristic of their nineteenth century and early twentieth century date, there are several examples of name and date stones on buildings, inlayed within the brickwork of front elevations, some featuring additional decorative details. Several of these plaques commemorate European allied nations and date to the early twentieth century (Figure 130).

Front boundary treatments are typically low brick walls or timber fences. Where front gardens and hedges survive, they contribute positively to the significance of the area and the appearance of the streetscene.

California Road is edged in blue scoria bricks (Figure 129) which add interest to the streetscape and hardsurfacing. Scoria bricks appear to be a common feature of Essex costal locations and so contribute to local character and distinctiveness.

Negative elements

Many of the houses within the Character Area have late twentieth century front or side porches, featuring UPVC doors and windows which negatively contribute to the character of the area. The loss of timber windows and doors and their replacement with modern uPVC alternatives detracts from the traditional characteristics of the buildings and the appearance of the streetscape. There are frequent examples of the removal of front boundary treatments and front gardens to create areas of hardstanding for parking. This has had a negative impact on the character of the area.



Figure 130 Selection of plaques, one commemorating the European allied nations and dating to the early twentieth century

© Place Services 2025

3.4 Views

Key views are identified on Figures 132 (Manningtree), 135 (Parkland) and 138 (Mistley). Due to the scale of the Conservation Area, the assessment of viewpoints has been separated into three sections, however, the views in each section are not insular and there are views between the three sections. The views included are a selection of key views; this list is not exhaustive and there may be other views of significance. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or highlighted as part of a bespoke assessment of that proposal. It should also be considered how these views alter between winter and summer months.



Figure 131 EDME Maltings and St Mary and St Michael's church from the Green Lane (Viewpoint 13 within Mistley Park)

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Manningtree (Figure 132)

Within Manningtree there are several important viewpoints along the High Street. The High Street is at the core of the historic settlement and views along the street include historic properties spanning several centuries of development from the sixteenth to the nineteenth century. Views looking east and west along the High Street (Viewpoints 1, 3 and 4) provide an understanding of the historic growth of the town and permit an appreciation of the scale, form and materials of the historic building stock.

Viewpoint 3 located at the junction of the High Street with South Street permits important views in all directions. As well as the views along the High Street noted above, Manningtree's location on the River Stour is evident in the view north from Viewpoint 3 and this view is important in understanding the setting of the settlement and its relationship with the river. The view south along South Street also includes many of the town's historic buildings and terminates in the small green in front of large eighteenth and nineteenth century dwellings. This view provides an appreciation of the scale and design of historic buildings but also an understanding of the layout of the town with residential areas radiating from the commercial High Street. This is also apparent in Viewpoint 2 looking north up Brook Street where the typography of the town, raising to the south, is also revealed. Viewpoint 6 at the mid-point of South Street takes in views north and south of the historic houses within this part of Manningtree (Figure 133). Both the views north and south are attractive and highlight the quality of the historic building stock, its scale, materiality, form and detailing.

The view from Quay Street looking east (Viewpoint 5) includes the buildings fronting the street and a panoramic view across the River Stour towards Suffolk. It allows the location of the settlement on the edge of the estuary to be understood, as well as an appreciation of the role the River Stour played in the development of Manningtree.Viewpoint 7 is located on The Walls and takes in views in multiple directions. The Walls is the principal route between Manningtree and Mistley. It follows the bank of the River Stour and spans the gap between the two settlements in which the open landscape consisting of the former parkland to Mistley Old Hall is located. The view west from this position takes in the development at the eastern side of Manningtree and the view east looks towards Mistley with the open landscape to the south.

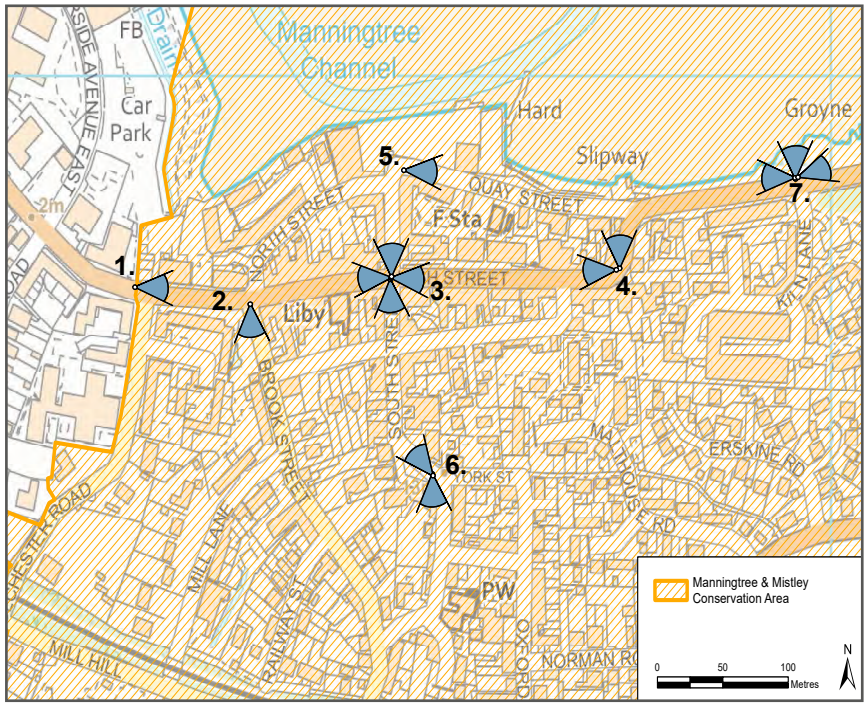


Figure 132 Significant views within Manningtree ©OS Maps

There is a panoramic view of the River Stour over towards Suffolk on the north side of the river. This view reinforces the understanding of the location of the two in relation to the river and its influence on their historic development. The relative locations of Manningtree and Mistley can be appreciated from this position; they are closely linked but remain as distinct settlements.

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Figure 133 Viewpoint 6 (Manningtree)



Figure 134 Viewpoint 3 (Manningtree)

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Mistley Park Landscape (Character Area 7) (Figure 135)

The landscape in the centre of the Conservation Area includes features formerly associated with Mistley Old Hall and its parkland, Mistley New Hall and Mistley Place Park.

Viewpoint 8 includes views north from the open landscape and The Walls to the River Stour and contributes to the setting of the Conservation Area and the sense of openness. Viewpoint 9 is located on The Walls where gaps in the treeline permit long views to the south of the Church of St Mary and St Michael (Figure 136). Its tower and spire are prominent in the open landscape and are a deliberate landmark feature.

Gaps in the treeline and hedgerow along New Road permit long views to the north across the open landscape of Mistley Old Hall park towards the River Stour, including Viewpoint 10. These views permit an appreciation of the wider landscape setting of the parkland on the edge of the river. The Church of St Mary and Michael is prominent Viewpoint 11 from New Road looking west. The trees and hedges lining the road frame views of the tower and spire and this view permits an appreciation of the landmark quality of the church.

Viewpoints 12 and 13 are taken from Green Lane which cuts through the middle of the parkland landscape. Viewpoint 12 looking south includes a view of the former Mistley New Hall and provides an appreciation and understanding of the hall's setting within its former parkland, separate from the two settlements (Figure 137). Viewpoint 13 (Figure 131) includes the view looking north from Green Lane in which the tower and spire of St Mary and St Michael's Church and the EDME maltings chimney are prominent features. This view highlights the landscape merit of the two structures and provides an appreciation of the position of Mistley in relation to the open parkland and the importance of its industrial heritage.

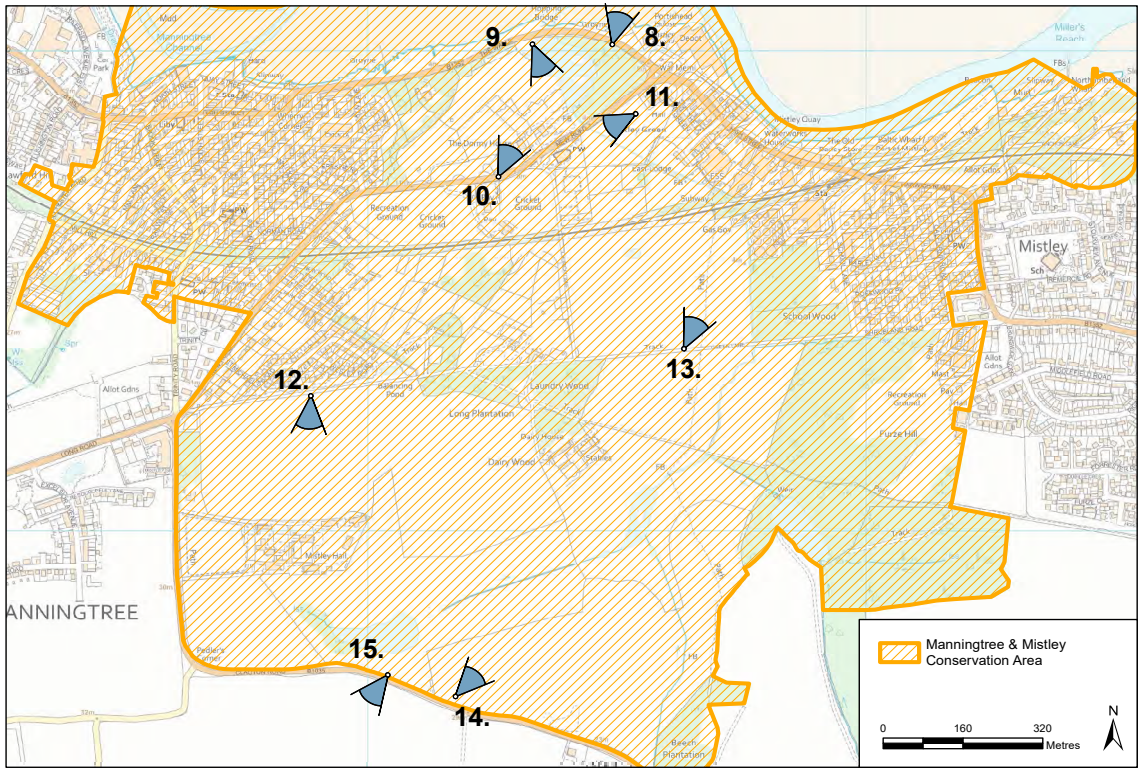


Figure 135 Significant views within Mistley Park Landscape ©OS Maps

At the south of the Conservation Area boundary there are panoramic views of the landscape both north and south from Clacton Road. Viewpoint 14 is located on a high point of Clacton Road which affords a long view north east over the former Mistley Deer Park towards the surviving red brick buildings of the eighteenth-century farm constructed to serve the Mistley Old Hall estate.

In the distance, the EDME maltings chimney is a prominent feature of the skyline. This view permits an appreciation of the open landscape setting of the former Mistley Old Hall estate and the influence of the Rigby family on the landscape. Views south from Clacton Road (including Viewpoint 15) include the wider, rural landscape setting of the Conservation Area permitting an appreciation of the location of Manningtree and Mistley in a largely agrarian landscape.

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Figure 136 Viewpoint 2 (Mistley Park Landscape)



Figure 137 Viewpoint 5 (Mistley Park Landscape)

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Mistley (Figure 138)

Viewpoint 16 from New Street looking east is an important view of Mistley Towers. In this view the landmark quality of both towers on the edge of the main settlement of Mistley can be appreciated. The gap in between the towers was occupied by the eighteenth century church until its demolition in the nineteenth century. This view also includes the War Memorial which is located in a prominent position on a small area of green at the junction of New Road, The Walls and the High Street.

Similar to Manningtree, there are a number of important views along the High Street in Mistley. Viewpoint 17 at the north western end of the High Street looking north west along The Walls includes the significant Mistley Towers and views of the River Stour beyond (Figure 140). Viewpoints 18 and 19looking south east and north west along the High Street take in the Georgian terraces lining the street, and the view to the south east includes the large maltings building further south (Figure 139). These views highlight the group value of the buildings along the High Street in creating a unique character and distinctive sense of place. There is an appreciation of the scale, form and materiality of the Georgian houses with, in Viewpoint 18, the large scale and dominance of the nineteenth century maltings building beyond.

Viewpoints 20 (looking north east from The Green) and 21 (looking west from beside Fountain House both afford views of the centre of the former Georgian spa report built by Richard Rigby. In these views the Swan Fountain can be appreciated as the centrepiece with the contemporaneous eighteenth century buildings surrounding it. These views provide an appreciation of the eighteenth century development of Mistley and the influence of Rigby on its character and appearance.Viewpoints 22 and 23 are important in highlighting the nineteenth century development of Mistley and the dominance of the maltings industry. Viewpoint 22 is located on the quayside towards the south east and the view includes the industrial quayside with the maltings buildings, and associated ancillary buildings, on both sides of the High Street.

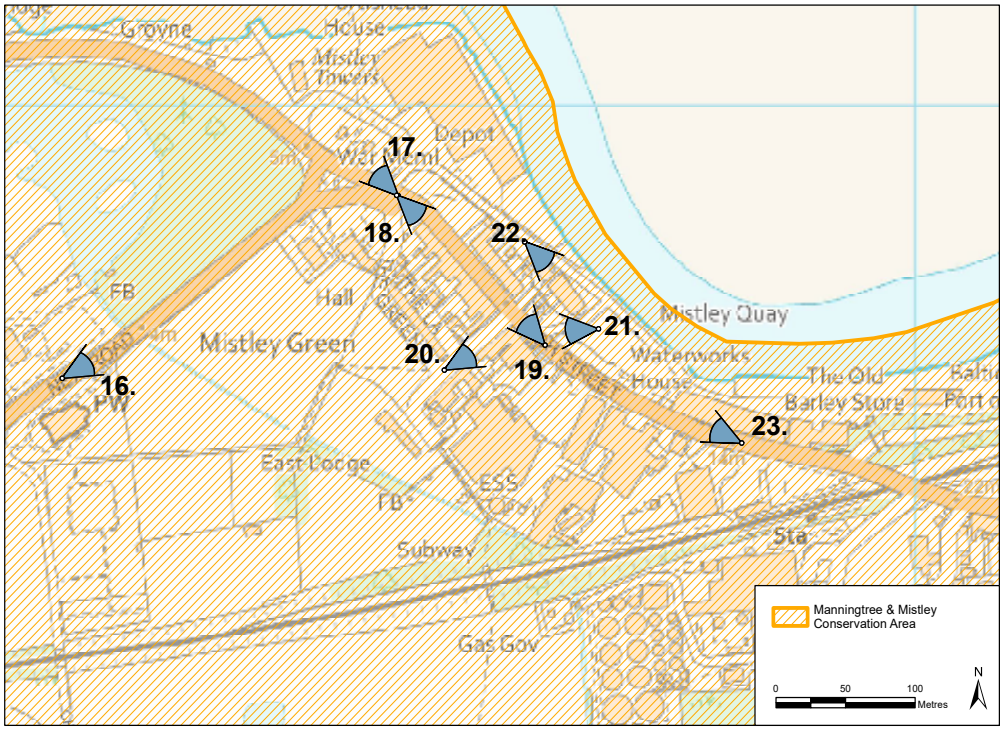


Figure 138 Significant views in Mistley ©OS Maps

In this view the scale of the buildings and the similarities in architectural design can be appreciated, as well as providing an understanding of the role of the River Stour in the success of the maltings industry. Viewpoint 23 is located on the High Street to the north of the railway station. The view north west from here along the High Street includes the large maltings buildings and their associated offices and, beyond these, the south eastern end of the Georgian spa resort. In this view the industrial past of Mistley and its nineteenth century expansion, helped by the arrival of the railway, is understood and the distinctive character of Mistley which combines an attempted Georgian spa resort and a dominant Victorian maltings industry can be appreciated.

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Figure 139 Viewpoint 3 (Mistley)



Figure 140 Viewpoint 2 (Mistley)

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3.5 Beyond the Conservation Area Boundary

The Conservation Area also draws its significance from key features outside of its boundary, most notably from the wider landscape including the River Stour to the north and open fields to the south which include parts of the former parkland and landscape of Mistley Old Hall. The setting of the Conservation Area contributes to our understanding of its development on the banks of the River Stour within a largely undeveloped and agrarian landscape (Figure 141). The influence of the Rigby family on the wider landscape is also apparent. For example, to the east of the Conservation Area, at the junction of Shrublands and Harwich Road, is a cylindrical red brick wall topped with historic iron railings, which closely encloses a horse chestnut tree. This feature is likely to mark the eastern access to Mistley Old Hall park and has a historic and aesthetic relationship with Character Area 7 and the park.

The high ground to the east and south of the Conservation Area permits long views both of the River estuary and the historic settlements contained within the Conservation Area itself. These views enhance the understanding and appreciation of the layout and development of both Mistley and Manningtree and the importance of the River Stour and surrounding agricultural land in their supporting and accelerating their growth. The quayside along the River Stour and the fertile farming land to the south of Mistley contribute to an understanding of the expansion and success of the maltings industry in Mistley in the nineteenth century (Figures 141, 142 and 143).



Figure 141 Aerial photograph of Manningtree and Mistley and its wider setting (EROX172-19 IMb 244-1-16)





Figure 142 Agricultural fields and pasture to the east of the Conservation Area and beyond (Left and Right)

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Modern development has taken place outside of the Conservation Area boundary to the east and west. Whilst this development is not considered to uphold the special architectural and historic interest of the historic buildings and features within the Conservation Area, the general form and scale of the more modern buildings are not intrusive within the Conservation Area's setting. The southern boundary of the Conservation Area follows the line of Clacton Road.

To the south west of the Conservation Area on Trinity Road are allotments and Trinity Fields which retains a historic agrarian character and an edge of town feel.

The parkland of Mistley Old Hall, part of which is included within the Conservation Area boundary, is to the north of the road and to the south is open, undeveloped agricultural land forming the setting of the southern part of the Conservation Area. To the south-east of the boundary is part of the eighteenth century parkland of Mistley Old Hall. It has now been turned to agricultural use. This open landscape is an important element of the setting of the Conservation Area in providing an appreciation of the development of the historic settlements within an agricultural landscape. It also permits views out from the parkland of Mistley Old Hall into an open landscape beyond, contributing to the quality and sense of place within the park.



Figure 143 Looking northwest from The Walls towards Manningtree



Figure 144 Looking north from The Walls towards Suffolk across the River Stour

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4. Issues and Opportunities for Enhancement

The following key issues have been identified and are summarised below in brief. The list is in no way exhaustive and neither are the issues identified unique to Manningtree and Mistley, with many being shared with other Conservation Areas.

4.1 Car Parking

Car parking is an inevitable concern within any historic village settlement, and the same is true for areas of the Mistley and Manningtree Conservation Area. In order to sustain both settlements visitors and trade, adequate numbers of parking are necessary for the local economy. The problem with this is inevitably greater in Manningtree where the narrower streets and quantity of visitors for the market and events tends to exceed those visiting Mistley. The creation of parking spaces within Conservation Areas is often harmful to the character of the area. Aside from the negative visual impact of the parked vehicles, the sites are often in prominent locations and feature poorly maintained boundary and surface treatments with minimal positive landscaping.

The current identified areas of parking within the Conservation Area include:

- North Street: car parking for adjacent residents and businesses (Figure 145)
- Car parking on marketplace
- On-street car parking particularly along both High Streets, Oxford Road, South Street and Harwich Road
- Parking at The Crown Public House and along the river front (Quay Street)
- Parking at St Mary and St Michaels Church.

The car parking to the south of North Street is currently poorly surfaced and unregulated with areas allocated for individual homes and businesses. It detracts from the surrounding historic buildings and contributes negatively to the character of this area. This could be particularly enhanced by screening, an improved and consistent surface treatment, a boundary with North Street and allocated parking. This may also create additional spaces for less abled visitors to the High Street.



Figure 145 Parking for residents and businesses, North Street

© Place Services 2025

This is similarly the case along Quay Street. Car parking along the river frontage detracts from Manningtree's river frontage and interrupts views across the estuary (Figure 146).

Private parking on a smaller, residential scale impacts the Conservation Area due to the cumulative effect of on-street parking, the loss of front boundary treatments, the loss of front gardens and the creation of areas of hardstanding. There is scope for enhancement in this regard, and the potential for the use of an Article 4 Direction to remove Permitted Development rights for the removal of front boundary treatments and with the creation of hardstanding. Most buildings along Quay Street, Mill Hill and Oxford Street have lost their original boundary treatments, as well as roads within the eastern part of Mistley including California Road. Front boundary treatments have either been removed in their entirety or replaced with a wide variety of materials and designs which often do not reflect the traditional materials or detailing of the area creating an untidy and discordant streetscape and detracting from the character of these areas. Cumulatively this erodes the historic character and appearance of the Conservation Area and these areas would benefit from the reintroduction of sympathetic boundary treatments and planting where possible.



Figure 146 Parking to the north of Quay Street

© Place Services 2025

4.2 Shop Frontages

Both Manningtree and Mistley contain several historic shop frontages which make a positive contribution to the area, predominantly located within the Historic Core Character Area (Figures 147 and 148).

While many have retained their historic character, some are in need of small maintenance repairs. Some are vacant and are therefore at risk of deterioration or loss of the architectural details which give them their character. Some examples do little to contribute to the area or character and could be enhanced in the treatment of their elevations (such as the shopfront shown in Figure 149).



Figure 147 Historic shop frontage, Manningtree



Figure 148 Historic shop frontage, Manningtree



Figure 149 Tesco express shop frontage

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4.3 Loss of Architectural Details

While most buildings within the Conservation Area have retained their key, simple, historic architectural features which give them their character, some have lost their original windows and doors in place of plastic alternatives. They do not replicate the high-quality detailing of those they replace, resulting in a clunky and unsympathetically modern appearance at odds with the finer detailing and craftsmanship of historic timber windows. It is important to preserve the historic character and appearance of the town through the retention of timber windows and the replacement of unsympathetic modern windows with timber windows (Figure 150).

Well maintained and well-fitting timber windows are thermally efficient. Advice from the Council's Planning Department should be sought regarding replacement windows and doors.



Figure 150 Visual comparison of historic retention of sash windows (right) and modern replacements (left)



Figure 151 Lack of boundary treatments along California Road

The loss of front boundary treatments has been harmful in some locations within the Conservation Area. Historic front gardens and boundary treatments should be retained, or replaced with sympathetic alternatives where necessary, to preserve the character and appearance of the streetscape. Many buildings along Mill Hill and Barnfield suffer from a complete absence of boundary treatment and, in many cases, with varying surface treatments within driveways (Figure 151). Colchester Road is a good example of where historic boundary treatments have been retained.

© Place Services 2025



Figure 152 Green Lane through the former Mistley deer park

4.4. Access and Integration

Both settlements are compact and easily accessible from the A12 and other major routes. There is some lack of signage when accessing Manningtree from the west as to the direction of the historic core and Conservation Area; this is partly due to the convergence of Lawford with Manningtree and the lack of clear distinction between the two settlements. This could be improved with signage in relation to its historic interest or Conservation Area status. This would improve the awareness of the historic and architectural significance of both settlements. Consideration should be given to the potential benefits of appropriately located and well-designed interpretation boards which are standardised across the Conservation Area (Figure 152).

A heritage trail linking both settlements with The Walls and the former deer park could improve access to, and awareness of, the historic origins of Manningtree and Mistley (Figure 153). Consideration should be given to opportunities for creating an electronic self-guided trail.

The publication of guidance to inform building owners and residents within Manningtree and Mistley of the Conservation Area status and the effects of the designation should be considered.



Figure 153 Current information board on the Witchfinder General

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Figure 154 Octagonal building, Station Road and Maltings Wharf

4.5 Inappropriate Modern Development

There are some examples of inappropriate modern development within the Conservation Area however this is largely limited. Most buildings dating to the late twentieth century are neutral contributors to the Conservation Area in that they neither harm nor enhance the significance of the area.

The area of 'neutral' development along the west of Mill Lane has had a detrimental impact on the historic character of the surrounding areas and seems to have made little attempt to be in-keeping with its surrounding character. This is particularly visible and contrasting with the largely historic/mock maltings style of Brook Street. The octagonal building which houses flats 1 to 13 Maltings Wharf and 2-4 Station Road again is modern development which has an imposing effect on the Conservation Area (Figure 154). At the entrance of the west end of the High Street in Manningtree and adjacent to the historic core this building has a detrimental impact on the historic character. Within Mistley inappropriate development is scattered and is mainly limited to extensions and porches within the Conservation Area. Number 42A, Harwich Road is a good example of inappropriate development within Mistley; the building's height and gable orientation negatively contrasts with the surrounding buildings.

There is little modern development within Mistley. The Georgian core has remained relatively unaltered, although the large quayside warehouse to the north east of Mistley Towers is an unattractive addition to the area due to its scale and incongruous modern materials; it is considered to make a negative contribution to the Conservation Area.

To the east of the Conservation Area, the nineteenth and early twentieth streets of Mistley (Character Area 10) are interspersed with some modern development , including Rosewood Park and Barley Close, which is predominantly neutral in its impact. There is some late twentieth century housing on California Road which is appropriate in scale but does not uphold the quality of the materials or detailing of the historic building stock. The eastern boundary of the Conservation Area alongside Character Area 10 deliberately excludes some examples of modern, sympathetic development including Swan Court. Similarly, the car sales garage located at 7 Harwich Road results in an open gap in the streetscene which is dominated by parked cars and this detracts from the continuous and relatively uniform appearance of the street.

There are examples of modern development on Railway Street, Barnfield and Mill Hill in Manningtree and whilst their scale and general form are appropriate, in some cases, they lack the quality of materials and detailing

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found on the surrounding historic buildings. On the most part, these buildings are neutral in their impact on the significance of the Conservation Area.

Most modern development to the west of the Conservation Boundary, predominantly along Station Road and Colchester Road, is unobtrusive in its scale and use of materials. However, within the Conservation Area boundary, the development at the junction of Station Road and North Street is inappropriate in its scale and design. At four storeys it visually detracts from the two storey historic buildings on the High Street. It appears to have been designed to reference maltings buildings with an octagonal tower mimicking a kiln. It is unsuccessful in its execution with small windows, modern brickwork and an unattractive mansard roof on the westernmost block.

It is negative in its contribution to the Conservation Area. To the rear (north) of this, the late twentieth century development of Maltings Wharf more successfully references the traditional forms and materials of a maltings building and is appropriate in scale. This is considered to have a neutral impact.

The large, modern, metal clad warehouses on North Street and Quay Street, at the junction with South Street, are intrusive to the character and appearance of the Conservation Area. The adjacent builders' yard is also an unattractive feature of the streetscape which inhibits views from the historic core of Manningtree towards the River Stour. The sensitive redevelopment of this site would be beneficial to the character and appearance of the Conservation Area and could enhance its significance.

4.6 Neutral Contributors

There are some buildings which are considered to make a neutral contribution to the character and appearance of the Conservation Area as noted above. The buildings that fall into this category still contribute to the area's character and appearance, and their contribution should not be underestimated and certainly should not be considered negative. Small scale improvement works, such as reinstating boundary treatments, planting, appropriate replacement windows and roofs, use of a characteristic colour palette, and preventing loss of architectural form and features, would enhance these buildings. Similar interventions to the more modern neutral buildings could help to further integrate them into the area. Care needs to be taken through the planning process to ensure that neutral buildings do not become negative through inappropriate alterations and additions, particularly within the modern development.

Maltings Wharf is accessed off North Street in Manningtree. The residential development incorporates part of a historic maltings building but most of the development is modern (Figure 155). The buildings on Station Road make a negative contribution to the area but those along North Street have been designed to reflect the form, materials and detailing of a nineteenth century maltings and it is appropriate in scale.



Figure 155 Maltings Wharf

© Place Services 2025



Figure 156 Benches overlook The Walls, providing points to take in the views

This development is neutral in its contribution because whilst it is sensitively designed, it lacks the detailing and quality of the Conservation Area's historic building stock. For similar reasons, other modern residential development on North Street, for example Compass Court on the corner with South Street, also make a neutral contribution.

Character Area 6 (Manningtree East) includes modern housing developments along Erskine Road, Malthouse Road and Kiln Lane. These developments, particularly Erskine Road and Kiln Lane, have been designed to reflect the Essex vernacular architecture. Their materiality, form and detailing are reminiscent of traditional buildings in Essex. Red brick, yellow brick, clay pantiles and slates predominate. The houses are in keeping with the characteristics of the Conservation Area and so are considered to be neutral in their contribution to the significance of the area. There are modern developments of a similar appearance in Character Area 10 (Mistley East) on Barley Close and Rosewood Park which are also considered to make a neutral contribution to the character abd appearance of the Conservation Area.

4.7 Public Realm

Whilst there is limited public realm within the Manningtree and Mistley settlements, Character Area 7 comprises the majority of the public realm in the Conservation Area; it is largely well maintained but sometimes the approach lacks a consistent style of street furniture with a varied mix of styles, ages and upkeep.

Street Furniture (Lampposts, benches, signage, bins, bike stands, bollards etc.)

The Conservation Area contains several areas of public realm, which include street furniture such as benches and litter bins (Figure 156). Ensuring a consistent approach to the design of lampposts, bollards and pedestrian railings should also be considered. There are differing examples of street furniture throughout the Conservation Area including varying bollard finishes, standard metal pedestrian railings and post and rail fencing. It would be beneficial for any bollards within the Conservation Area to be black metal in a traditional style and similarly a consistent boundary treatment reflecting the historic railings in Mistley. The Walls exhibit well designed sympathetic benches, but this contrasts with the bins which currently show unsympathetic signs to protect the swans. This could potentially be achieved in an aesthetically more considered manner.

The edge of the quayside in Mistley is enclosed with approximately two metre high, Heras style metal fencing. Although it is indicative of the industrial use of the area, it detracts from the appearance of the Conservation Area and the setting of nearby listed buildings as well as impeding views out over the River Stour. It is necessary to have barrier or railings along the quayside, however, there is an opportunity to introduce railings of a more appropriate design at a lower height. This would enhance the appearance of the area and permit views across the River.

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Hard Landscaping

There are some areas of inconsistency in the approach to hard surfacing where driveways, private roads and sections of pavement are in varying states of repair and of varied material. These areas may be enhanced through a consistent approach to material and maintenance of hard surfacing and an assessment as to where resurfacing is necessary.

Large, open areas of parking on North Street to the rear of the properties on the High Street in Manningtree are untidy in appearance due to inconsistencies in hard surfacing and would benefit from improved maintenance and a more consistent approach in material.

The extent and variety of hard surfacing around the Swan Fountain in Mistley could be improved. The hard surfacing is relatively tidy, but the large areas of tarmac car parking and different paviours do not enhance the settings of the surrounding listed buildings and would benefit from softening with planting or resurfacing to avoid a patchwork effect.



Figure 157 St Mary and St Michaels Cemetery

Open Spaces

The open and green spaces across the Conservation Area make a positive contribution and are integral to its character in many instances. The maintenance needs of these spaces should be considered and, where appropriate, opportunities taken to enhance them and ensure access is maintained.

Those spaces highlighted as making a positive contribution to the area are as follows:

- The Beach, Quay Street
- The Walls, Mistley
- The Market Place
- Recreation Ground and Cricket Club, Mistley
- Mistley Towers
- The Green, Mistley
- Mistley Place Park

Trees and Planting

Appropriate levels of maintenance need to be ensured and, where required, opportunities for enhancement sought to maintain and manage the trees within the Conservation Area. This is particularly the case around the areas of the historic parkland, along The Walls, around St Mary and St Michaels Church and cemetery, the green in South Street, Manningtree and around Mistley Station (Figure 157).

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Figure 158 Mistley Place Park historic wall

4.8 Conservation of Parkland

The designed landscape of Mistley Place Park, later used as an animal sanctuary, shows signs of neglect and loss of elements of the nineteenth century designed landscape features (Figure 158 and 159). This has impacted its historic character and significance. It has however retained its openness, and provides views of the church from The Walls, allowing for visual connectivity between the two (Figure 160). Opportunities should be sought to better understand and manage the historic parkland, in conjunction with key stakeholders including the Essex Gardens Trust. A heritage trail linking the settlements would include awareness of Mistley Place Park.



Figure 159 Mistley Place Park

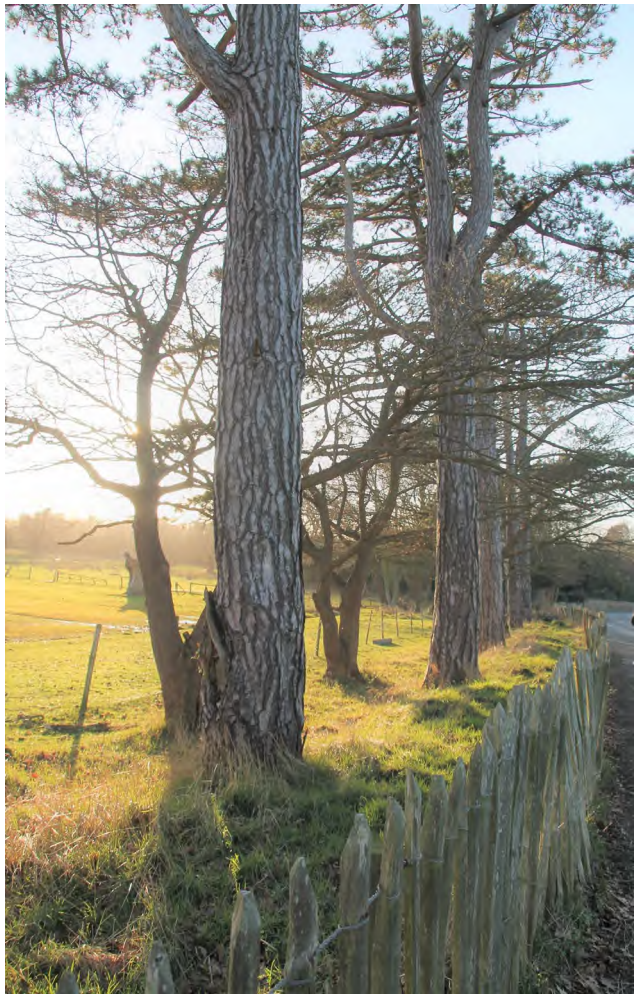


Figure 160 Mistley Place Park boundary along The Walls

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5. Management Proposals

There are several issues facing the Manningtree and Mistley Conservation Area, many of which share common themes. This Chapter seeks to recommend management proposals which address these issues in both the short and long term.

5.1 Positive Management: Short Term

The first set of proposals relate to Positive Management and focus on good practice and improved ways of working within the local planning authority. These are generally low cost and can be implemented within a short timeframe, typically within one or two years.

Local Heritage List

The significance of both Manningtree and Mistley lies in the preservation of its built heritage which has survived, in some cases, complex growth and regeneration. As such many of the buildings which are not listed also contribute positively to the significance and special interest of the area. Manningtree and Mistley would benefit from adopting and maintaining a comprehensive Local List (as part of a district initiative) in order to recognise buildings of local architectural or historic interest and better preserve its historic environment.

A Local List identifies buildings and structures of local architectural and/or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF. Local Lists can be beneficial in ensuring the upkeep and maintenance of historic buildings that contribute to the character of the settlements. The exercise of creating a Local List would also facilitate a greater understanding of the area and could be utilised as a public engagement strategy to improve awareness and understanding.

There are several buildings within the Conservation Area which are of sufficient quality to be considered for local list status, as highlighted in Section 2.6.

Shop Frontages

Manningtree's High Street is a well-preserved historic shopping street with many traditional, well-detailed shopfronts and signs. There are some examples of poorly detailed, modern signage, for example on the Tesco Express. There are some vacant shop units and upper floors, although others are in residential use. Encouraging the reuse of upper floors and investment from businesses in the maintenance of shopfronts and the installation of sympathetic signage would be beneficial to the High Street. This would enhance its unique character and local distinctiveness and attract visitors as well as encouraging residents to shop locally.

There is potential to raise awareness of the importance of historic shopfronts and traditional signage and the contribution they make to the special interest of the Conservation Area through the production of information leaflets or web pages which provide guidance for shop owners on upkeep and maintenance of historic frontages. Article 4 Directions could also be used to prevent loss of historic shop frontages.

Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building

alterations which are not contained within the General Permitted Development Order, the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic works.

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Twentieth Century Premises

There are some twentieth century developments which make a neutral or negative impact on the character of the Conservation Area. These are mainly located in Character Area 3, though others exist throughout the Conservation Area. The large, modern warehouses and builders' yard on North Street in Manningtree and the warehouses on the quayside to the north east of Mistley Towers in Manningtree both contribute negatively to the character and appearance of the Conservation Area. There is scope to enhance these sites and buildings through a considered design approach which can guide future improvements. Should opportunities for redevelopment arise in the future, high quality design should be pursued and encouraged through design guidance.

General Maintenance: Public Realm and Highways

Through the agreement of a standard good practice within the Conservation Area between relevant Local Authority teams and other landowners, long term goals can be set to promote good design within the public realm, such as avoiding excessive road markings or signage and agreeing a standard street furniture within Character Areas to ensure consistency over time as elements are introduced or replaced. This will have a long-term positive impact on the Manningtree and Mistley Conservation Area and ensure the preservation of characteristic features of the Area including gas lamp style streetlights, granite kerbstones and Scoria brick paving detailing on California Road and The Green in Mistley and South Street in Manningtree, for example (Figure 161).



Figure 161 Historic Scoria brick paving detailing

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Figure 162 Poor surface treatments opposite Mistley Towers

Public Realm and Highways: Short-term

Whilst replacing all inappropriate street furniture is an optimum solution it is acknowledged that this is an expensive project to undertake. There are numerous other short-term solutions to this problem. A positive working interdepartmental relationship is key to improving the public realm and highways. The Highways Department should be engaged to conduct an assessment of existing signage within the Conservation Area with the view to 'de-clutter' the historic environment. Other case studies have found this was a cost-neutral exercise due to the scrap value of signage and posts.

Planning and Highways should work together to agree standard good practice within a Conservation Area such as avoiding excessive road markings and where necessary using narrow road markings. An assessment of resurfacing of certain public areas needs to be undertaken, particularly along The Walls (Figure 162).

There are some information boards in Manningtree. These would benefit from updating and the addition of more information boards in suitable locations within both Mistley and Manningtree would make a positive contribution to our understanding of its history and heritage assets (Figure 163). It should be ensured that information boards benefit from regular maintenance to ensure their upkeep.



Figure 163 Information boards along The Walls

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Heritage Statements, Heritage Impact Assessments and Archaeological Assessments

In accordance with the NPPF (Para.207), applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. All applications within the Conservation Area and immediate setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views noted within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, tree's or highways on key views should be considered to aid decision making. This includes development outside the Conservation Area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: The Setting of Heritage Assets (March 2015). Applications which fail to have assessed any impact upon views and setting should not be validated.

Tree Management

In line with the Town and Country Planning Act, all trees in Conservation Areas are afforded the same protection as a Tree Preservation Order. Trees which have a trunk diameter of more than 75mm, at a height of 1.5m from the ground, may not be felled or lopped unless six weeks written notice has been given to the Council. Six weeks notice has to be given to the council under S211 of the Act.

It is also considered that any prominent trees, street trees, and trees with amenity value on private land throughout the Conservation Area should be monitored and maintained appropriately. This will ensure the symmetry along tree lined streets and visual rhythm, as well as maintain the green character of the area. Any tree that makes a positive contribution to the area should be retained, maintained and, if felled (only if dead, dying or dangerous) replaced with an appropriate new tree.

Neutral Elements

As discussed, the dilution of positive buildings amongst those which are neutral leads to an underwhelming and indistinctive overall character.

The quality of design within the area must not be 'averaged down' by the neutral and negative elements of the built environment and, wherever possible, neutral buildings should be enhanced through the reinstatement of lost architectural details or alterations which better respect their context.

Public Resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. A single Good Practice Design Guide on standard alterations such as signage, shopfronts, windows, doors, rainwater goods, boundaries and roof extensions will ensure inappropriate development does not continue to be the accepted norm.

Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Tendring's built heritage. At present there is a range of interpretation (information boards, signage, webpages) within the Conservation Area and relating to the Conservation Area, aimed at improving understanding and awareness. These must continue to be maintained and updated where appropriate to ensure awareness and establish the identity of Manningtree and Mistley individually as historic settlements.

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New Development

There are limited opportunities within Manningtree and Mistley Conservation Area and its setting for development; however, when undertaken it should be ensuring it makes a positive contribution to the Conservation Area. To be successful, any future development needs to be mindful of the local character of the Conservation Area, while at the same time addressing contemporary issues such as sustainability.

Successful new development will:

- Relate to the geography and history of the place and the lie of the land;
- Sit happily in the pattern of existing development and routes through and around it (including public footpaths);
- Respect important views;
- Respect the scale of neighbouring buildings;
- Use materials and building methods which as high in quality of those used in existing buildings; and
- Create new views and juxtapositions which add to the variety and texture of their setting.

Tendring Council should guide development in a positive manner by:

- Engaging with developers at an early stage through the Pre-Application Process to ensure modern development is high quality in design, detail and materials.
- Ensuring medium-large scale development schemes are referred to Design Review (or similar) to ensure that new buildings, additions and alterations are designed to be in sympathy with the established character of the area. The choice of materials and the detailed design of building features are important in making sure it's appropriate to a conservation area.
- Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

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5.2 Positive Management: Longer Term

The second set of proposals are also focussed around positive management but either take longer to implement or are better suited to a longer time frame.

Conservation Area Boundary

The Conservation Area boundary has been revised within this appraisal in accordance with the NPPF (2024) and Historic England Advice Note 1: Conservation Area Appraisal, Designation and Management (2019). The boundary now excludes areas of open land to the west which now form part of the landscape setting of the Conservation Area. The boundary now includes additional buildings of historic significance, which improve the understanding of the development of the Manningtree settlement.

The Conservation Area should be reviewed regularly to monitor change and inform management proposals. The boundary should be assessed as part of this review to ensure it is robust and adequately protects the significance of the area.

Character Appraisal and Management Plan

The Conservation Area Appraisal and Management Plan should be reviewed every five years to monitor change and inform management proposals. The boundary should be assessed as part of this review to ensure it is robust and adequately protects the significance of the area.

Improved Understanding and Awareness

Manningtree and Mistley, both individually and separately, have a strong sense of place. Their growth has been influenced by similar factors and individual benefactors which has led them to be intertwined despite their different origins. However, they retain their historic separation and have different characteristics and patterns of development; as a result, the green gap, comprising the Mistley Old Hall parkland of Character Area 7, is fundamental in preserving the separation of the settlements, their unique characteristics and the understanding of the historic relationship between the two.

Given the parkland's important contribution to the significance of the Conservation Area, its attractive landscape setting and its inherent historical and archaeological value, there is an opportunity to improve interpretation of the landscape shaped by Mistley Old Hall and parkland, Mistley New Hall and Mistley Place Park. Creating a large-scale programme of subtle interpretation, which does not detract from the landscape character, could be beneficial to the long-term interpretation and understanding of both settlements. The Walls themselves are visited by a substantial number of tourists and locals every year and this interpretation, including a signposted walking route, may encourage a greater experience of the parkland landscape and an awareness of its importance.

Enhancements should be considered to create a stronger understanding of Mistley's industrial heritage and the influence of the Rigby family. This would bring about a greater appreciation of the importance of the quayside and maltings to the settlement especially for visitors. The maltings industry was a significant part of Manningtree and Mistley's past but due to the limited remaining buildings is not immediately evident. Signposted pedestrian and tourist routes throughout the Character Areas within the Conservation Area, or interpretation schemes which promote key features within the Conservation Area could improve awareness. It would also encourage a more comprehensive understanding of the Conservation Area.

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Opportunity Sites

There are some opportunity sites across the Conservation Area which, if sensitively redeveloped, may enhance the character and appearance of the Conservation Area. Sites which may provide opportunity for enhancement include:

- Warehouses and builder's yard on North Street, Manningtree
- Warehouses on the quayside to the north east of Mistley Towers, Mistley
- Vacant site of the demolished maltings building on the quayside, Mistley

Shop Frontages

There is scope for maintenance and improvement to shop frontages to enhance the character and appearance of the historic streetscape. In addition to tightening controls, information leaflets and guidance as well as small grant funding schemes would provide an incentive to encourage private property owners to carry out works to enhance their property and thereby the wider Conservation Area.

Vacant shop units can be enhanced creatively at a low cost and should be considered a 'blank canvas' for improvement. This could include public art or information on the area.

The Council should consider utilising existing powers to intervene where any unit has been vacant for over three months so that it does not detract from the area's character and appearance.

5.3 Funding Opportunities

There are three main funding opportunities which would assist in the execution of these plans:

National Lottery Heritage Fund

The National Lottery Heritage Fund is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NLHF schemes Tendring District Council should consult their appointed Heritage Specialist.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Mistley and Manningtree. These agreements could be used to fund public realm or site specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.

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6. Appendices

6.1 Listed Buildings Mistley

List Entry No.	Name	Grade
1240390	Mistley Towers, South East Tower	I
1261061	Mistley Towers, North West Tower	I
1074928	Number 1a House And Shop Adjoining To East Of The Moorings	II
1074929	Nutcracker Tea Shop	II
1074930	Staplehurst	II
1074931	The Post Office And The Thorn Hotel, With Right Return To The Green	II
1074932	Maltings And Kiln Number 1, Mistley Quay Handling And Forwarding Company Ltd	II
1074933	Church Of St Mary And St Michael	II
1074955	Swan House With Left Return To Number 9 High Street	II
1074956	Swan Fountain	II
1240274	Walled Garden And Gardeners Shed Attached To South Of Mistley Hall	II
1240275	Old Hall	II
1240276	Garden Wall To South And East Of Old Hall	II
1240278	Return Of Swan House	II
1240279	Fountain House, Grape Vine Cottage, The Grape Vine	II
1240280	Dolphin House	II
1240299	Dorset House	II
1240300	Entrance Gate And Front Railings To Dorset House	II
1240301	The Hollies	II
1240302	Maltings, Numbers 3 And 4 Adjacent To School Road	II
1240303	Pump Adjacent To East Return Of Number 12	II
1240341	East Lodge Including Outbuilding At Rear	II

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List Entry No.	Name	Grade
1261061	Mistley Towers, South East Tower	I
1240390	Mistley Towers, North West Tower	I
1074928	Number 1a House And Shop Adjoining To East Of The Moorings	II
1074929	Nutcracker Tea Shop	II
1074930	Staplehurst	II
1074931	The Post Office And The Thorn Hotel, With Right Return To The Green	II
1074932	Maltings And Kiln Number 1, Mistley Quay Handling And Forwarding Company Ltd	II
1074933	Church Of St Mary And St Michael	II
1074955	Swan House With Left Return To Number 9 High Street	II
1074956	Swan Fountain	II
1240274	Walled Garden And Gardeners Shed Attached To South Of Mistley Hall	II
1240275	Old Hall	II
1240276	Garden Wall To South And East Of Old Hall	II
1240278	Return Of Swan House	II
1240279	Fountain House, Grape Vine Cottage, The Grape Vine	II
1240280	Dolphin House	II
1240299	Dorset House	II
1240300	Entrance Gate And Front Railings To Dorset House	II
1240301	The Hollies	II
1240302	Maltings, Numbers 3 And 4 Adjacent To School Road	II
1240303	Pump Adjacent To East Return Of Number 12	II
1240341	East Lodge Including Outbuilding At Rear	II
1240342	Kowloon	II
1240389	South Face Of Hopping Bridge	II
1240535	Former Cowhouse To South East Of Dairy House	II

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List Entry No.	Name	Grade
1240536	Former Dairy And Office Building Approx One Metre North East Of Dairy House	II
1260993	Dairy House, Dairy Cottage And Attached Stables	II
1260955	Former Brewhouse To South East Of Dairy Cottage	II
1261060	Old Custom House	II
1261078	Park Manse	II
1261079	The Lodge	II
1261080	White Horse House	II
1261081	1-12, The Green	II
1261102	Mistley Hall	II
1261103	Folly Bridge Approximately 35 Metres South East Of Mistley Hall	II
1261104	Ye Olde Mill House	II
1261106	Railings Attached To Number 1 Maltings And Adjacent To North Side Of Pavement	II
1356640	Acacia House With Left Return To The Green	II
1360960	Mistley House	II
1360965	The Moorings	II
1360966	Empty Shop To East Of Nutcrackers	II
1360967	Calburne Shop Occupied By J And Rw Steel	II
1391744	No. 2 Maltings	II
1391976	Former Aaor And County Emergency Hq	II
1392980	Mistley Station	II
1413747	Mistley Quay Wall (Also Known As Thorn Or Allen's Quay)	II
1440369	Mistley Institute	II

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6.2 Listed Buildings Manningtree

List Entry No.	Name	Grade
1240209	1, The Walls	II
1239925	Townsends	II
1239940	Goodmans Restaurant/ Peerage Carpets	II
1239941	49, High Street	II
1239942	57, High Street	II
1239943	69, High Street	II
1239944	Kiln At East End Of Maltings Adjacent To North Street	II
1239945	Quay Courtyard	II
1239946	Regent House	II
1239948	Town And Country Building Society	II
1239947	The Old Coffee House	II
1240000	17, Regent Street	II
1240014	Number 7 With Return To High Street	II
1240065	31, South Street	II
1240066	33, South Street	II
1240067	Methodist Church Hall	II
1240068	65, 67 And 69, South Street	II
1240069	71, 73 And 75, South Street	II
1240124	Methodist Church	II
1240127	59, South Street	II
1240148	Taylor And Partners Estate Agents Corner Shop	II
1240152	The Dragon House Chinese Restaurant	II
1240159	Number 48 And Attached Forecourt Railings	II

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List Entry No.	Name	Grade
1240160	Independants Chapel To Rear (West) Of Number 48 (At One Time A British Legion Hall)	II
1240161	Cumberland House	II
1240162	52, South Street	II
1240163	Hill House	II
1240164	Mowbray Cottage	II
1240165	Milepost	II
1240166	Outbuilding At Rear Of Number 42 High Street Fronting Stour Street	II
1240167	3 And 4, The Walls	II
1240168	2-8, York Street	II
1240533	K6 Telephone Kiosk (Adjoining Post Office)	II
1240538	Mistley Maltings, Pair Of Maltings At National Grid Reference Tm10853179	II
1240616	Mistley Mills Pair Of Maltings And Adjoining Kilns At National Grid Reference Tm109318	II
1254187	7, Brook Street	II
1254188	45, 47 And 51, Brook Street	II
1254189	30,32 And 34, Brook Street	II
1254190	40, Brook Street	II
1254191	English House	II
1254192	County Library	II
1254251	Return To Numbers 1 And 2 Stour Street	II
1254277	Yew Tree Cottage	II
1254279	36 And 38, Brook Street	II
1254309	Manningtree Gallery/ Og Thorpe And Son, Butchers	II
1254310	James Newsagents	II
1254312	46, High Street	II
1254313	The Surgery	II

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List Entry No.	Name	Grade
1254314	St Faiths	II
1254315	Forge Cottage	II
	Forge Studios	II
1254316	Russell House	II
1254317	Abbey National Building Society/Cyril Cox, Solicitors	II
1254318	Aldis Fashions/Foster Prior, Estate Agents/Le Fleur	II
1254319	Pollyanna	II
1254377	Church House	II
1254403	Brantham House And Railings Attached To Front Steps	II
1254426	Pump Approximately 1 1/2 Metres To Rear (South East) Of	II
1254431	The White Hart/Wisteria House/Forge Cottage	II
1254451	Calver And Arnold, Hardware/ National Travel World	II
1260956	5, High Street	II
1261151	10 And 12, South Street	II
1261163	The Red Lion Public House	II
1261164	The Gardens	II
1261191	Masonic Hall	II
1261192	37, South Street	II
1261193	House Attached To North East Of Number 59	II
1261194	Stour Books	II
1261225	23,25 And 27, South Street	II
1261247	The Crown Public House Including Extension And Carriageway	II
1261248	59-65, High Street	II
1261249	Harley Cottage/Jasmine House	II
1261250	Regent Cottage	II

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List Entry No.	Name	Grade
1261251	17, South Street	II
1261252	29, South Street	II
1261280	Hammonds Shoes	II
1261286	Trustee Savings Bank	II
1261351	R Gwinnel And Sons, Funeral Directors/Robert Clubb And Sons/The Special Touch	II
1261352	Cooperative Pharmacy/Dry Cleaning Centre/Krystyna/Numbers 38, 40 And 42 Including Church Wall To Left (East)	II
1261353	48, High Street	II
1261373	2 And 3, English Terrace	II
1261374	National Westminster Bank And Return To Number 2 Brook Street	II

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Images

Essex Historic Environment Record

Essex Record Office

James Bentley Archive

Manningtree Museum & Local History Group

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6.4 Legislation, Policy and Guidance

LEGISLATION/POLICY/GUIDANCE	DOCUMENT	SECTION/POLICY
Primary Legislation	Planning (Listed Buildings and Conservation Areas) Act 1990	All sections are relevant, although the following pertain to Conservation Area Appraisals and Management Plans: 66: General duty as respects listed buildings in exercise of planning functions. 72: General duty as respects conservation areas in exercise of planning functions.
National Planning Policy	National Planning Policy Framework (2024) DCLG	Chapter 16; Annex 2
National Guidance	National Planning Practice Guidance (2019) DCLG	ID: 18a
National Guidance	Historic England Good Practice Advice in Planning Note 1 (2015) The Historic Environment in Local Plans	
National Guidance	Historic England Good Practice Advice in Planning Note 2 (2015) Managing Significance in Decision-Taking in the Historic Environment	
National Guidance	Historic England (2017) Good Practice Advice in Planning Note 3 (Second Edition): The Setting of Heritage Assets	
National Guidance	Historic England Advice Note 1 (2019) Conservation Area Appraisal, Designation and Management	
National Guidance	Historic England (2017) Traditional Windows	
National Guidance	Historic England, High Streets for All (2018) Advice for Highway and Public Realm Works in Historic Places	
National Guidance	Historic England (2017) Repointing Brick and Stone Walls Guide for Best Practice	
Local Supplementary Planning Document	Tendring District Local Plan 2013-2033 and Beyond: Section 1 and Section 2	SPL 3 – Sustainable Design PPL 3 – The Rural Landscape PPL 7 – Archaeology PPL 8 – Conservation Areas PPL 9 – Listed Buildings

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6.5 Glossary (National Planning Policy Framework)

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic Environment Record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Local List	Local listing is a concept that is designed to ensure that the historic and architectural interest of buildings that are of local importance but do not meet the criteria for being nationally listed is taken account of during the planning process. Local lists can be used to identify significant local heritage assets to support the development of Local Plans.
Non-Designated heritage asset	Non-designated heritage assets are buildings, monuments, sites, places, areas or landscapes identified by plan-making bodies as having a degree of heritage significance meriting consideration in planning decisions, but which do not meet the criteria for designated heritage assets. Only a minority of buildings have enough heritage significance to merit identification as non-designated heritage assets.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

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Essex County Council

Manningtree & Mistley Public Consultation Comments and Actions (2022)

Comment	Action
Map of positive buildings.	Map of all positive buildings included. This is not an exhaustive account.
Characterful features noted.	This is included within the document, no further action required.
Why are the 1930s(?) villas on the east side of the section of Harwich Road on which n. 64 is located completely exempt?	The area to the east of Harwich Road (Mistley) is predominantly of mid/late twentieth century building stock. The early twentieth century buildings are much altered and unfortunately of little architectural interest. This area is not proposed to be included for this reason - no further action required.
The alteration to the Manningtree boundary should not be permitted (referring to Foundry Court).	Objection to the removal of Foundry Court. Foundry Court is itself of little/no historic or architectural merit thus its inclusion within the Conservation Area is difficult to justify, thus it is proposed for removal. No further action required.
Include whole of Mistley Estate (Bob Horlock proposal).	This would result in a large area designated as a Conservation Area and this would take in large areas which are of little historic or architectural contribution. It is understood that the Mistley Demesne was large and included the area however as it scores low on architectural interest, it should not be brought into the Conservation Area. More appropriately, it would be best suited to designation as a Registered Park and Garden however this too would be challenging. No further action required.
Removal of Trinity Road site (allotments) objected.	The submission of additional evidence that the land also known as Trinity Field and lands has shown a historic link to Manningtree and Trinity Chapel. Upon further review, it remains proposed to remove this area from within the

	Conservation Area. This is due to the analysis of historic maps, which demonstrate that it has remained agrarian land outside the settlement, and therefore, it serves better as an attractive and important part of the Conservation Area's setting. The parcel of land in itself does not contribute to the special historic and architectural interest of the conservation area, but as its setting, it is an important open space and illustrate an important historic relationship, between the settlement and its surrounding agricultural landscape.
Maps out of date.	Maps checked and updated.
Could Lawford also be included in this area.	Lawford has its own Conservation Area. Also to combine the Conservation Areas would result in a very large area and would combine the settlements which would not be appropriate to their historic context.
Objection to removal of allotments.	See above point on allotments/Trinity fields. Added mention of Trinity Fields on page 87 highlighting them as part of the setting.
Typo page 43 - number 25 should be number 29.	Amended.
In section 5.3, typo should read Mistley.	Amended.
Page 16, Mill Road? Do you mean Mill Lane?	Amended.
Regarding Area 3 — Marketplace and Mill Lane, on pages 40-41, there is no subsection for Landscaping and Open Spaces. This is in contrast to almost all of the other Character Areas described in the document.	Amended, a short section has been added and formatting changes to allow for additional text
The essence of Mistley is the Quay & Port. Port should be included more.	The port is included within the history and character sections. No further action required.

Area 4 - Colchester Villa check House No.	Checked and numbers are correct.
Check No.25 Colchester Road is actually No.29. P43.	Amended.
Objection to removal of Trinity Gardens/allotment area. There is a historic link.	See above point on allotments/Trinity fields. Added mention of Trinity Fields on page 87 highlighting them as part of the setting.
Traffic Management issues.	No solution proposed through the Conservation Area Character Appraisal and Management Plan.
Better higher scale maps.	The latest map will be sourced.
UPVC a common threat in the CA.	Agreed, mentioned in document. No further action required.
Mistley Quay, complaint about Heras fencing.	This is an ongoing issue - included in opportunities for enhancement (section 4.7).
Include 24 Harwich Road for Area 10 as a positive building.	Added.
More detail needed on justification of Mistley Park boundary.	Confirmed approach with Council Officers and updated some of the text in the boundary section as agreed - referred to 'sunken fence', gull pond, gamekeeper buildings and the historic plantation.

Mistley and Manningtree

Boundary revision following public consultation (2025)

Having reviewed comments received at public consultation, historic maps, and the experience/features on the ground, one small amendment to the boundary has been proposed to ensure they are robust and defendable.

Discussion

To the south of the conservation area, around Mistley Park, there was some confusion at public consultation about why the boundary falls where it does, particularly as it is hard to follow on the ground within the woodland plantation. Place Services have reviewed the boundary on the ground and through historic map analysis to readdress the conservation area boundary.



Figure 1 Survey of Mistley Hall 1778

Originally, the Mistley Hall Survey (above) had been used to draw the boundary in the south of the conservation area. The boundary roughly followed the line marked as a 'Sunken Fence' on this historic map, however, with the following deviations:

- Some minor deviations to mean that it followed more sensible modern boundaries (edges of fields for example)

- Deviation to take in Beech Plantation, which historically was outside the fence but shown on the historic map as planted at this time
- Deviation to take in Gull Pond and the archaeological remains of the Game Keeper building and Dog's Kennels, which are all labelled features on the historic park map

The deviations from this historic boundary led to confusion, as it resulted in a portion of plantation being severed from the remaining area, which was not legible on the ground. It would, therefore, be beneficial to include the remainder of the historic plantation to follow the boundary shown on the First Edition Ordnance Survey Map, which is also more legible on-the-ground today.

Proposed change

It is proposed to amend the boundary to the south-east slightly to take in the historic woodland/plantation rather than following the line of a footpath through the middle. This way the whole landscape feature is included rather than just half of it. Historic cartographic evidence shows that the plantation to the south of Gull Pond was planted by the century. Today, it contributes to the historic character of the parkland and contains historic routes that would have connected the lost Gamekeeper Lodge and Kennels to the Hall and wider park and landscape and a waterway.

The proposed boundary would now follow the OS boundary shown below, giving a more robust boundary line.

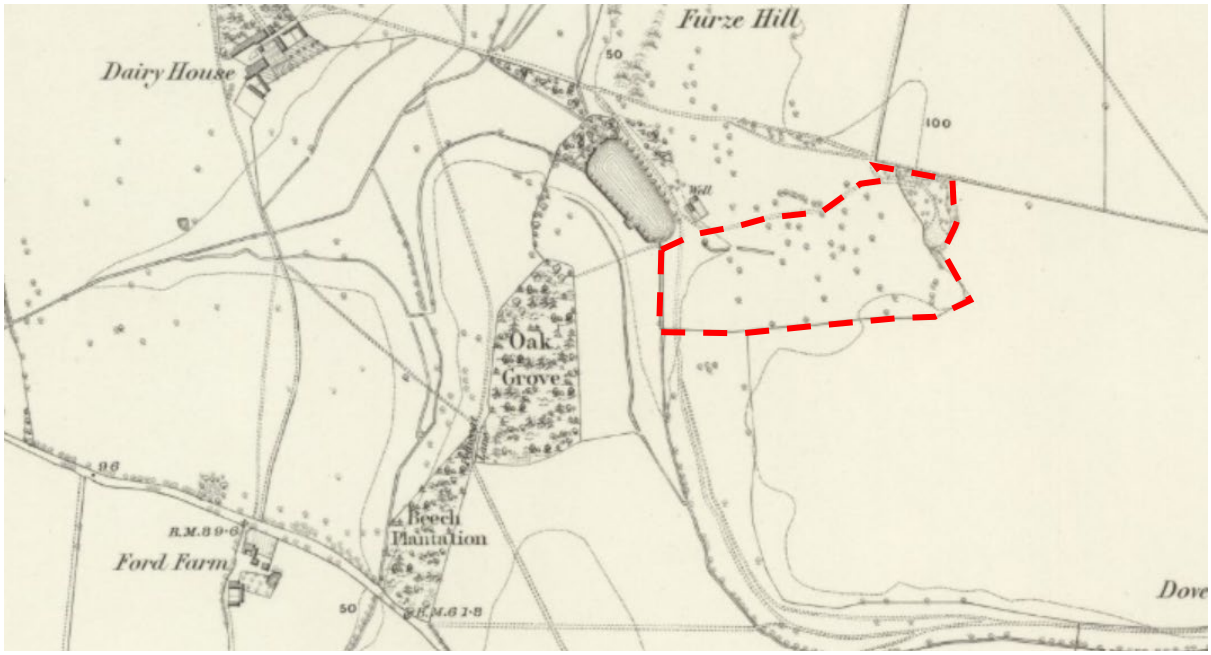


Figure 2 Excerpt of the 1881 Ordnance Survey Map of Mistley Hall, showing the proposed addition

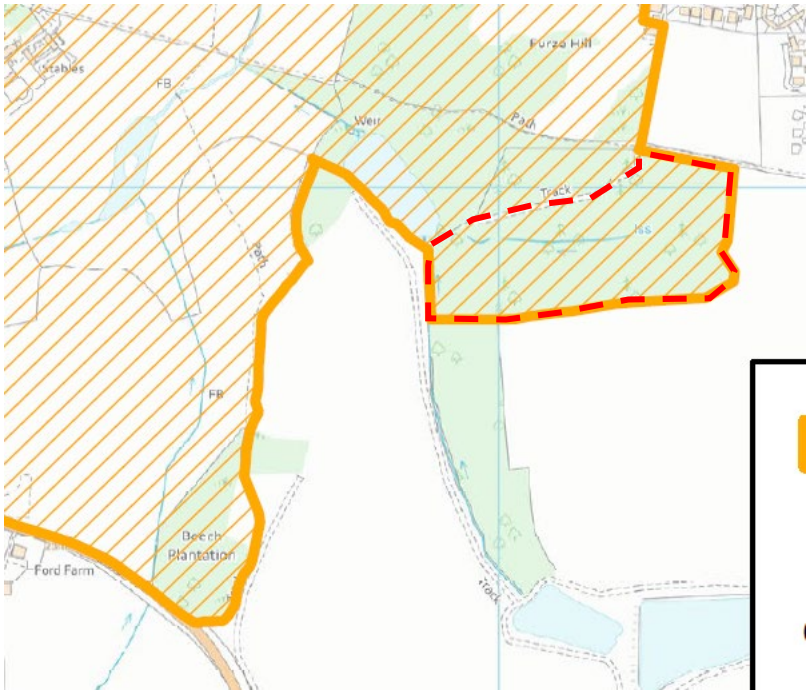


Figure 3 Map of boundary proposal 2025, with addition outlined in red

The woodland in Mistley is likely in the same ownership as the part already in the conservation area, so it is proposed that a targeted letter can be sent to the landowner.

Manningtree & Mistley Public Consultation Comments and Actions 2025

Comments relating to Trinity Field, south of Long Road

Name	Representation
Susan Bamber **3355**	It is with serious concern that I note the proposed change to the conservation area affecting this land. As shown in the attached link to the decision refusing planning consent for this same site, the reasons for that refusal clearly demonstrate the significance of this land within the wider landscape. The conservation area designation provides essential protection for these qualities and remains fully justified. There is no logical or defensible reason to remove this land from the conservation area. To do so would undermine the integrity of the conservation boundary and disregard the very factors that led to the previous planning refusal. I would like to register my objections to this proposal and ask for a clear explanation of the rationale behind this proposal and how it can be justified in light of the established planning history and conservation importance of the site.
Mr Anthony Barsoum 3344	My comment regards the removal from the conservation area of the area north of Long Road, comprising agricultural land (known as Trinity Fields) and allotments. The Appraisal states 'this area contributes to the setting and significance of the Conservation Area', and 'retains a historic agrarian character and an edge of town feel'. It should also be recognised that, despite removal from the Conservation Area, this area is a designated strategic 'green gap' in the Tendring District Local Plan. The importance to the Conservation Area of maintaining this area, in its current form, should be more strongly emphasised in the Appraisal
Mr Dominic Beard-Stevens 3345/3346	Objection to the proposal to remove the field that runs along Trinity Road and Long Road from the Manningtree and Mistley Conservation Area
Mr Dominic Beard-Stevens 3351	I would like to object to the proposal to remove the field that runs along Trinity Road and Long Road from the Manningtree and Mistley Conservation Area for the following reasons: • Preservation for historical reasons There is historical evidence that the field and the original Trinity Chapel are linked, which has since been converted into the Trinity Free Church. The field shows the historic relationship between the urban settlement of Manningtree and its surrounding agricultural landscape. It has remained agrarian land for centuries. The use of the land as allotments and general agricultural fields reflects a traditional aspect of local life and economy that has largely remained unchanged overtime, offering a physical link to past community practices. Archaeological findings indicate the presence

	of significant features from the Roman and Iron Age periods, including a large, square ditched enclosure (potentially a fortification) and ancient field boundaries. This points to human activity and potentially strategic use of the site thousands of years ago, highlighting its deep historical roots in the landscape. • Trinity Field contributes to the character of the area given its setting Boundary treatments, gardens, open spaces etc are paramount to the character and setting of Manningtree and Mistley. Removing Trinity Field might allow changes inconsistent with the period (materials, style, boundary design) that degrade the overall character. • Preservation of open spaces The open areas adjacent (fields, allotments, the graveyard / church) are integral in giving a sense of openness and rural-town interface. Trinity Field's inclusion helps safeguard that buffer / setting. Without it, that open context might be built out or altered in ways that harm the feel and setting. • Protecting views, setting, and context The conservation area isn't just buildings: views to/from open land, the estuary, and how the town meets the countryside are part of what makes Manningtree & Mistley special. Including Trinity Field keeps those contexts protected. • Community value Spaces such as open fields, allotments, mature landscaping are part of what makes the place attractive to residents. Conservation area status helps ensure communal amenities and landscape heritage aren't lost. The community as a whole would prefer to keep this within the Conservation Area. • Planning control and guidance Keeping Trinity Field inside the Conservation Area allows local authorities greater control over design, demolition, materials, and tree protection, ensuring new development (if any) is sympathetic. • Preservation of vast wildlife and nature This open space is crucial for supporting biodiversity, maintaining healthy ecosystems. As an undeveloped area bordering the urban settlement, Trinity Field serves as a crucial green corridor, facilitating movement for various species between different habitats. Preserving such linkages is vital for maintaining local ecological networks and ecosystem resilience. The field supports a range of plants, insects, and small mammals. Healthy, functioning ecosystems provide essential services such as pollination, nutrient cycling, and soil formation, which are fundamental to sustaining local life. The field offers shelter, nesting, and food sources for a variety of species, including pollinators, small mammals, and birds (whilst not protected, deer live in the field). The retention of mature trees and hedgerows within and around the site is particularly valuable for wildlife. Attachments: None

Jade Beard-Stevens 3357	I wish to formally object to the proposed removal of Trinity Field (the land running along Trinity Road and Long Road) from the Manningtree and Mistley Conservation Area. While I appreciate that conservation boundaries are reviewed periodically, I believe that removing Trinity Field would cause unnecessary and lasting harm to the historic, environmental, and visual character of Manningtree. This land clearly continues to meet the criteria for conservation designation, as defined in both local and national policy. 1. Contribution to setting and local character Trinity Field provides a vital visual and spatial transition between the historic town centre and surrounding countryside. Its open character, hedgerows, and mature boundaries frame the setting of the former Trinity Chapel (now the Trinity Free Church) and nearby historic homes. Excluding this land would blur the town's established edge, creating a harsher urban boundary inconsistent with Manningtree's historic form and rural charm. 2. Historical and archaeological significance There is strong historic continuity between the field, the original Trinity Chapel, and the wider pattern of settlement and agricultural use. Archaeological findings indicate Roman and Iron Age features within this landscape, suggesting deep historical roots. Historic mapping confirms that the field has remained largely unchanged for over a century, reflecting Manningtree's evolution from an agricultural settlement to the town we recognise today. 3. Views, openness, and setting of heritage assets The views across Trinity Field and towards open countryside and the estuary are integral to the character of this part of Manningtree. The land also contributes to the setting of nearby listed buildings and the experience of the Conservation Area from public vantage points along Trinity Road and Long Road. Removing the field would risk degrading these views and altering how the town meets the countryside, a defining feature acknowledged in Tendring District Council's own Conservation Area Appraisal. 4. Environmental and ecological value Trinity Field supports a diverse range of wildlife, including muntjac deer, bats, birds of prey, and pollinators. It forms part of a green corridor connecting the churchyard, allotments, and wider countryside, a network that sustains biodiversity and contributes to ecosystem resilience. Protecting this land aligns with local and national environmental policy, helping preserve green linkages that are already under pressure from development. 5. Community and landscape value This open green space contributes directly to the identity and wellbeing of the community, providing visual relief, natural beauty, and a sense of place. In a small town like Manningtree, where growth has been rapid in recent years, maintaining open space within the conservation area is essential to balance new development with heritage and quality of life.

	6. Infrastructure and cumulative development impact Manningtree has already accommodated substantial development in recent years. With a single access route via the bridge, a small high street, and limited public facilities, further loss of protected land risks adding strain to infrastructure and eroding the qualities that make the town sustainable and distinctive. 7. Policy alignment and planning control Keeping Trinity Field within the Conservation Area ensures continued oversight on design, materials, and landscaping. This enables the Council to manage change sensitively and in accordance with Paragraphs 199-202 of the National Planning Policy Framework (NPPF), which emphasise giving great weight to the conservation of heritage assets and their settings. Removing Trinity Field would also set a concerning precedent for the gradual erosion of other protected edges of the Conservation Area, undermining its overall integrity. 8. Consistency with the Council's own conservation objectives Tendring District Council's own appraisal recognises that the character of Manningtree and Mistley lies not only in its historic buildings but also in the relationship between built form and surrounding open countryside. Trinity Field embodies that relationship and therefore clearly continues to satisfy the purpose and spirit of the designation. Trinity Field plays an essential role in preserving the historic setting, landscape continuity, wildlife habitat, and rural character of Manningtree. Removing it from the Conservation Area would diminish the town's heritage and set a precedent for future boundary reductions that could irreversibly alter its identity. For these reasons, I respectfully request that Trinity Field remains within the Manningtree and Mistley Conservation Area.
Dawn Bee 3368	**Good afternoon,** I am deeply disappointed to hear that it is proposed to remove conservation status from Trinity Road field. This relatively small but unique habitat and green space deserves our continued protection and the title of conversation area should remain to afford it that protection for many generations to come. It is not just an attractive open space it is important to residents that call this area home, it is part of our heritage and we have a sense of pride that we are fortunate enough to say we live in a conservation area we need to preserve this historic layout and rural setting and protect our town, this staus should not be taken away. It was previously described as a quite scenic area of undulating green space, "The green gap designation is long-standing and preserves a valuable degree of openness, greenery and spatial relief within an otherwise extensive and expanding built-up part of Manningtree, Lawford and Mistley. A vital habitat for wildlife and space for nature to be uninterrupted.

	This green space remains all of those things do not under estimate its importance and make a decision that strips its protection away.
Mr Caerwyn Davies 3340	The Plan is flawed in relation to removal of Trinity field area from the conservation area. (In these comments, when I say Trinity Fields, I mean the entire open space area proposed to be removed from conservation area). First, the premise that Trinity Fields has no historic significance is not correct. As alluded to throughout the appraisal, part of Manningtree's historical significance that needs protection is the nature of the town itself as a rural town. On the assumption that this part of what the conservation is seeking to protect, the current boundary (including Trinity Fields) is critical to achieving this while facilitating development around Manningtree for the longer term sustainability and economy of the town and area. That wider development relies on the conservation protection of Manningtree as it is now. The important thing here is that the current boundary is not preventing development within the conservation area but is protecting Trinity Fields from inappropriate development that would do overall harm to the conservation area (and wider area). The authority should be expanding the conservation area around the boundary of the town so that the historically significant atmosphere and setting is clearly delineated from development and density outside the conservation area boundary. Aside from the fact that the premises that Trinity Fields has "no historical significance" is wrong, the second issue is that the appraisal itself seems to have a number of flaws in the analysis undertaken to reach the conclusion. No proper analysis of purpose of original boundary and justification for the change has been set out. There is no explanation of why the justifications for retaining the open space within area 7 do not also apply to Trinity Fields and the setting to which they contribute for area 5. Section 3.3 (p50) notes the contribution of the open space to area 5 but there is no explanation as to why this is then treated differently to open space making the same contribution to area 7. The lack of equivalent analysis expressly set out in the appraisal would seem to open up potential criticism - and possibly an avenue to challenge. There is no analysis of potential viewpoints from within and around Trinity Fields even though it is a position with an elevated sightline over the area. Removing Trinity Fields in itself devalues the concept of conservation areas that are being retained. If the rationale is used that the area does not have any historical interest in its own right, then that misapplies all the Historic England guidance about setting - and ultimately will lead to the actual historically important assets (if you believe that is limited to buildings which it shouldn't be) being compromised because of lack of protection surrounding them. By retaining Trinity Fields in the conservation area, the authority has greater control over development opportunities that would

	enhance the Manningtree Conservation Area, particularly the areas adjacent to and "downhill" from Trinity Fields. The authority would be in a better position to "better reveal the significance" of the relevant historic assets and areas in accordance with the NPPF. No reasoning is given for denying Trinity Fields the protection of the LPA's conservation area duties in section 72(1) Planning (Listed Building and Conservation Area) Act 1990. Retaining the duty would seem to be the best way to preserve the things that the wider conservation area is seeking to protect. The appraisal does not seem to properly apply The Oxford Character Assessment Toolkit (referred to Historic England guidance) in relation to Trinity Fields. If it had been, the appraisal would be more express about this analysis and set out the reasoning for removal of Trinity Fields while other areas are retained. There is no analysis or weight given to space, views, landscape etc. compared to other areas - or explaining a change in circumstances over time that would justify the removal. There is no analysis of national and local planning policies that may mitigate the effect of removing Trinity Fields from the boundary. Historic England guidance does state that the immediate setting of conservation assets needs to be protected if national and local planning policy does not protect it. As no analysis of this has been included, the removal cannot be justified as Trinity Fields is part of that setting.
Mr Richard Green 3359	I'd like Trinity Field to remain within the Conservation Area. Since I've lived in Trinity Close, the adjacent area has become unsightly following the failed application to build number of high density homes. However, it remains a haven for wildlife, notably butterflies, beetles, toads, moths, bats and a wide variety of birds. Whilst some lower density housing development may eventually be approved, retention of the Field within a conservation area, would hopefully mean the wildlife habitats could be retained/managed, providing health benefits, not just for longstanding residents, but families living in the more recent homes built south of Long Road.
Mr Stephen Jones 3338	It is proposed that the 'green gap', agricultural land and allotments north of Long Road, should be excluded from the Conservation Area. The Appraisal states that 'this area contributes to the setting and significance of the Conservation Area', and 'retains a historic agrarian character and an edge of town feel'. It should also be recognized that the visibly evident tributary valley is the topographic precursor for settlement development at this point on the river. The contribution of this landscape area to the setting and historical narrative of the CA should be more robustly emphasized in the wording of the Appraisal.
Nicolette Lindsey 3356	I am writing in relation to the above and to raise my objections to changes to the borders of the conservation area and building on conservation areas for the following reasons:-

	1. To protect the historical layout and rural setting 2. To protect the impact upon views to the countryside and estuary 3. To maintain the town's character and heritage 4. To provide a vital habitat for wildlife 5. To keep stronger planning controls in place ensuring changes are sympathetic and in order that you can't keep building over conservation areas. There are plenty of fields in the country to build on where the impact would not be felt. Not only that Manningtree is not a cash cow. I came here from London - working hard for some peace and a lifestyle - it is almost like being sold a false promise because you are going to ram people in and I simply do NOT accept that you need all this housing. It's greed and you risk alienating the very people who have lived here all their lives and "incomers" like myself who are paying large council tax bills, just to line pockets further. I can only imagine following devolution you will do some delightful deals with Colchester and I'll be living in a giant car park by 2030. It's the start of a complete takeover of the countryside and a complete disregard for the people who are bringing funds to this area, and those who have lived here for years.
Wilson McLean 3369	I hear you are intending to remove restrictions currently on the use of land north of Long Road. I am dismayed at the loss of a view that is an asset to us in the Manningtree area and to Tendring as a whole. You should be protecting the best not putting it under threat. There are many alternative areas nearby that could meet your purpose without causing any harm. With care making it better?
Mr Bob Orvis 3353	I am writing to oppose any plans to remove Trinity Fields from the Manningtree and Mistley conservation area. The area in question is a critical green area for many reasons. These reasons are why this area has been a part of the conservation plan in the first place. Main reasons are wildlife habitats and local appeal for the rural setting it provides. The biggest is its ability to absorb the impact of global warming effects to this part of the area. It is hill based and is able to reduce any flooding impacts that we see more and more off nowadays. We do not need more housing in this critical area even if some people do have large sums of cash and promises that they do not follow through. Keep the conservation areas as they are to try and keep the traditional and historical features intact. These are maintaining a standard in the area that is desirable for people.
Tracy Orvis 3352	Please lodge my objection to remove Trinity Field from the Manningtree and Mistley Conservation Area.

	To remove this would be devastating to the wildlife as we have lost so much green land to building development, so much so, that the poor geese which i have watched fly above my home for the past 40 years are now struggling to find places to hanker down for the evenings. Also this will affect our foxes, deer and butterflies, to name but a few. There is also the landscape and heritage which would be so sad to lose but the wildlife is calling out for help and nobody seems to care. Please do not allow us to lose this very important green space. Yours most concerningly, Tracy Orvis
Mr Peter Shakespeare 3343	I , like many local residents are very concerned about the removal of Trinity Field (including the allotments) from the Conservation Area , although I do understand that the area is to remain protected under the Strategic Green Gap in the Local Plan .Given that fears of development on the land surfaced previously,' think it is crucial that the public are fully reassured in any documentation of the protection provided by the Green Gap Policy and that the character of the land will be clearly acknowledged and considered in any future considerations .

Response to Comments

A number of representations objected to the proposed removal of Trinity Field, citing its contribution to the setting of the Conservation Area, its openness, historic and rural character, ecological value, importance to local views, and the additional planning controls associated with Conservation Area designation. These comments have been considered; however, the review concludes that whilst Trinity Field makes a positive contribution to the setting of the Conservation Area, it is not considered to possess the special architectural or historic interest necessary for inclusion within the designated boundary. The appraisal therefore continues to recognise the importance of the land as part of the setting of the Conservation Area, but not as a component of the Conservation Area itself.

Detailed comments on other aspects of the document

Mr Colin Stacey 3339	As mentioned in my email response on 18th October 2022, the reference ti Mill Road on page 94 should surely refer to Mill Lane? This is still incorrect. For the record, I still think it is unfair to designate the property on the west side of Mill Lane as a Negative Building/Structure and I outlined my reasons in the aforementioned email. This was not addressed in the Comments and Actions document. Page 38 – “on Oxford Road and Brook Street the loser grain of the residential buildings…” – is “loser” a typo for “looser”?

	The document is showing its age. Page 66 – the "…adjoining Post Office…" has been closed for several years. Page 91 – Barclays has closed. Page 96 – I believe the litter bins shown in Figure 156 have been replaced.

Response to Comment

- The reference to Mill Road will be corrected to Mill Lane in the final version of the appraisal.
- The classification of the building on the west side of Mill Lane has been reviewed and amended from a negative building/structure to a neutral building in the final appraisal.
- The typographical error on page 38 ("loser grain") will be corrected in the final version of the appraisal.
- The reference to the Post Office has been updated to refer to the former Post Office.
- The reference to Barclays Bank has been removed from the final appraisal.
- The photograph shown in Figure 156 has been updated to reflect changes in the area and replaced with a photograph of the riverside benches.

Mr Bob Horlock 3450	• **`Historic woodland' is incorrect** **"The plantation is not an historic woodland .** It was planted in the 1950's • Gamekeepers Wood, Pond and Cottage/Lodge "Why does the boundary go through the middle of Gamekeepers Wood? It should follow FP 29 up the side of Gamekeepers Wood" "Plantations" around" Gamekeeper's Pond Most of it is NOT around Gamekeeeper's Pond It is to the east" "The Gamekeepers Cottage (NOT LODGE) was not in the fir forest" • Oak Grove "Why include only part of the Oak Grove and not all of it" • Round Clump and The Mount to be included in the boundary "My suggestion also includes Round Clump and the Mount" "Old Mount to be included. If this is not an important historic site then nothing is The adjacent Roman finds field could also be included" • Clarification of the wooded areas What woodland ?There are two wooded areas The fir forest (FF)and the Gamekeeper's Wood (GW)FP29 to one side FP 28 to the other FF planted 1950's

Response to Comment

- The comments relating to the explanatory text accompanying the proposed boundary amendments, including references to woodland areas and

associated features, are noted and a number of factual corrections and clarifications will be incorporated into the final version of the appraisal.

- The suggested revisions to the Conservation Area boundary around Gamekeepers Wood have been considered and amendments will be incorporated into the final appraisal.
- The comments regarding the boundary around Oak Grove have been considered and the final boundary has been reviewed in light of these representations.
- The suggestion to extend the Conservation Area boundary to include Round Clump and The Mount has been considered. However, it is concluded that these features are too remote from the main body of the Conservation Area and their inclusion would result in an unnecessarily extended boundary.

Mistley and Manningtree

Boundary revision following public consultation (2026)

Comments received at public consultation have been reviewed. As a result a small amendment to the boundary has been proposed.

Discussion

During the public consultation, there was a query regarding the rationale behind the existing boundary of the Conservation Area in the southeast portion of Mistley Park, within the woodland plantation. Within this area, the delineation is difficult to discern on the ground. In response, Place Services conducted a review of the boundary, both on-site and through consultation of historic cartography.



Figure 1 Survey of Mistley Hall 1778

Proposed change

It is proposed that the south-eastern boundary of the conservation area be realigned to encompass the entirety of the woodland/plantation, rather than continuing along a footpath that currently bisects it. This amendment would ensure the inclusion of the complete landscape feature, as opposed to only part of it. Historical cartographic evidence confirms that the plantation south of Gull Pond was established by the nineteenth century. It remains a significant contributor to the historic character of the parkland and contains remnants of historic routes that would have connected the former Gamekeeper's Lodge and Kennels to Mistley Hall, the broader estate, and associated waterways.

The proposed boundary would follow the Ordnance Survey line as indicated below, resulting in a clearer and more robust delineation.

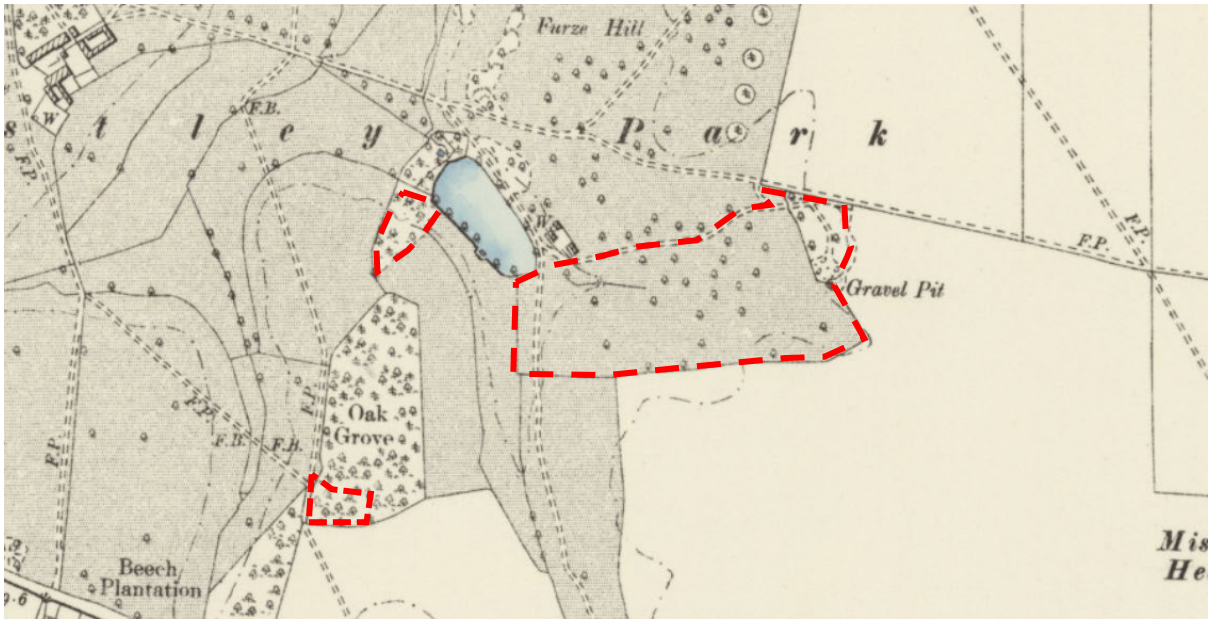


Figure 2 Excerpt of the 1905 Ordnance Survey Map of Mistley Hall, showing the proposed additions

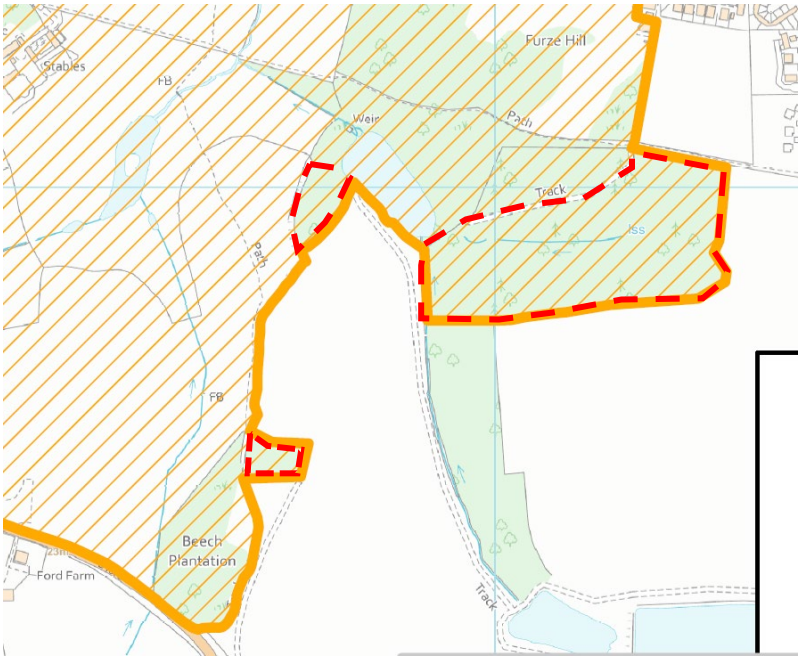


Figure 3 Map of boundary proposal 2026, with additions outlined in red

Manningtree & Mistley Public Consultation Comments and Actions 2026

Rep no.	Respondent	Comment	Action
14544	Mr David Barton - Community Campaigner	Traditional Architecture Design Codes should be a central component across this entire consultation and its various chapters and sections especially concerning new construction. It performs strongly on economic, ecological and environmental grounds as can be attested to by leading figures and organisations with academic studies that corroborate this. Please see my PDF Umbrella Representation for the various merits outlined including Placemaking and Greenery Proposals. A ban on demolition of buildings constructed prior to 1950 should be enacted as soon as possible with reconstructions of previously demolished historic buildings listed or not given full support for restoration and reuse. Non-Designated Heritage Assets and unclassified historic buildings should also be given full protection and support against their demolition, such as selling of publicly owned historic buildings that will be demolished otherwise. Historic buildings should be duly reconstructed authentically as they were. Whilst present points are mostly find the shift to utilising authentic Traditional Architecture based Design Codes will mitigate concerns facing all key stakeholders ranging from incumbent local residents to the Local Authority and House Builders and prospective new residents and businesses alike. It does this by directly addressing the need for housing, the otherwise avoidable strain on the environment and surrounding biodiversity whilst enabling the complete Tendring Area to shine and stand out as a source of economic activity that can withstand local, regional, national and international pressures	None
14551	National Highways	Thank you for your correspondence dated 18 May 2026, inviting National Highways to comment on the matter referenced above. National Highways is responsible for the operation, maintenance, and improvement of the Strategic Road Network (SRN) in England on behalf of the Secretary of State. Within and surrounding Tendring District Council's administrative area, we are responsible for the A120 trunk road. We note that this current	None

		consultation relates to proposed updates to both the appraisal text and the boundary of a single Conservation Area: Manningtree and Mistley. National Highways has previously provided consultation responses in relation to two Conservation Areas: (i) St Osyth and (ii) Manningtree & Mistley. Having reviewed the information provided, we consider that the nature and location of the proposed updates are unlikely to have any material impact on the operation or safety of the Strategic Road Network (SRN), including the A120. On that basis, National Highways has no comments to make	
14552	Mr Colin Stacey	I've commented on multiple versions of this document, most recently in October 2025 (representation Id 3339). Are you sure that the version purporting to be from January 2026 is the latest version as none of my previous corrections or comments have been incorporated? There were a number of version control issues with this document when it was published in Autumn 2025. I will repeat the comments that I made then as they still apply to this version. "As mentioned in my email response on 18th October 2022, the reference to Mill Road on page 94 should surely refer to Mill Lane? This is still incorrect. For the record, I still think it is unfair to designate the property on the west side of Mill Lane as a Negative Building/Structure and I outlined my reasons in the aforementioned email. This was not addressed in the Comments and Actions document. Page 38 - "...on Oxford Road and Brook Street the loser grain of the residential buildings..." - is "loser" a typo for "looser"? The document is showing its age. Page 66 - the "...adjoining Post Office..." has been closed for several years (NB it is now incorporated into the Thorn Hotel). Page 91 - Barclays has closed. Page 96 - I believe the litter bins shown in Figure 156 have been replaced."	Mill Road has been corrected to Mill Lane. The reference to negative building/structure has been reviewed and changed to neutral building, on indesign layer. Typing error loser has been corrected to looser. Added adjacent former Post Office. Removed reference to Barclays. Photo in Figure 156 has been replaced to one of the benches overlooking the river.

14555	Mr Peter Thompson Bates	Figure 24 shows Lane Cottage and 3 Lane Cottage, the Lane Mistley CO11 1EX as being buildings that are positive structures. There is no justification given for this and the designation is inappropriate. Section 2.7 describes the area as potentially a small Roman port. Given the emerging evidence of a dual track way to Colchester it suggests a more significant Roman settlement	These buildings appear to be historic properties, appearing on the 1897 OS Map (1st Ed). Streetview not available so review is based on historic mapping. It has been agreed to change these to neutral buildings, updated on the mapping. The word small has been

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