



Tips when preparing a Community-Led Plan

When preparing a Community-Led Plan such as a Parish Plan or Village Design Statement, you may wish to explore a range of issues about the historic environment. The following bullet points offer some tips on how to do this. Not all actions will be needed for all plans and areas.

Surrounding landscape

- If Historic Landscape Character mapping is available for your area consider what it tells you about the development of the place and include a map in your plan.
- Consider including selected and easily available historic maps of the parish in the plan.
- If a Landscape Character Assessment is available for your area summarise it in your plan and cross reference it.
- Consider undertaking a more detailed landscape study, with greater emphasis on analysis of historic mapping.

Village layout

- Consider including selected and easily available larger-scale historic maps of the village in your plan.
- Consider undertaking a more detailed map analysis of historic village maps.
- Consider including an annotated map that shows how the village has developed over time, including any clearly defined areas that have a different character or development history.

Historic buildings

- Include a table and a map showing listed and locally listed buildings in your plan.
- Identify any buildings on the national or any local Building at Risk Register.
- Consider consulting the community to identify any other buildings of particular local importance and include them in the plan as a table and map.

Places of worship

- Do not forget to include places of worship, the churchyard and facilities such as church and community halls in the scope of the plan).
- From the outset, involve the Parochial Church Council or minister (or their equivalents in other faiths) in the preparation of your plan.

Village character and 'townscape'

- Consider and describe what makes one part of the village or parish different in character from another. Think about the community history that might explain these differences.
- Identify the way building materials (stone, slates, bricks, cobbles, timber) contribute to the place and whether there are problems of supply or skills for maintaining them?
- Think about the way styles, scales, detailing and groupings of buildings are used in different parts of the village or parish. Are there predominant styles or recurring themes?
- Look at the way buildings relate to each other, to streets, to building plots and to open spaces. Are there areas of greater housing density and some parts of the village that are more sparsely settled?
- Consider how aspects of approaches to the village and its streetscape, street furniture and surfacing contribute or detract from the character of the settlement.
- Consider the role of paths, lanes, roads, canals and railways and the way these connect your village and parish to the surrounding landscape.

Green spaces

- Include a list and map of any registered parks, gardens or battlefields.
- Include any other parks gardens or battlefields considered important by the community.
- Include a list and map of other types of historic open spaces that are important to the whole community, such as parks, commons, village greens and churchyards and burial grounds.

Views

- Identify which views are most sensitive and important to the community as a whole and consider how these might be affected by development.
- Depict key views on a map in your plan.

Conservation Areas

- Identify the existence and boundaries of any conservation areas and include a map showing them in your plan.
- If there is one, obtain the conservation area character appraisal or management plan, summarise the key issues they set out and cross-reference them in your plan.

Archaeology

- Include in your plan a table and map showing any scheduled monuments in the parish and consider extending this approach to include other important sites.
- Include in your plan a table and map showing all known archaeological sites and finds adjacent to or in the village.