

**Hastings Borough Council**

**Marine Court**  
**St Leonards-on-Sea**

**Conservation**  
**Management Plan**  
**2006-2011**

Contents

**Part 1 : Executive summary**

**Part 2 : Purpose and ownership of the Conservation Management Plan**

**Part 3 : Heritage asset value and cultural significance of Marine Court**

**Part 4 : Marine Court's physical condition and heritage vulnerability**

**Part 5 : Future vision and objectives for Marine Court**

**Part 6 : Planning and listed building guidelines for Marine Court**

**Part 7 : Action programme for Marine Court 2006-2011**

**Part 8 : Implementing, monitoring and reviewing the Plan**

**Part 9 : Glossary**

# Part 1 : Executive summary

## **Part 2**

The purpose of the CMP and complex stakeholding interests in Marine Court are set out.

## **Part 3**

Marine Court is a landmark building, in distinctive Art Deco style and deliberately emulating “RMS Queen Mary”. It is now a Listed Building, and is one of the few surviving quality 1920s/1930s building within the Borough. It forms part of the Borough’s wider and distinctive 1930s concrete seafront. The building demonstrates a distinctive (and now historic) 1930s lifestyle character. Much of the original detailed architectural grain of the building (such as its windows) has been lost over the decades, but many other features survive.

## **Part 4**

Marine Court is nearly 70 years old, and has had to adapt to constantly changing social and economic demands since its construction. It appears to be in sound structural condition, but significant surface deterioration is now occurring. The main canopy, shopfronts and Hanover House windows are priorities for repair and restoration. The building’s heritage value has been seriously eroded by external changes (particularly to windows and balconies) prior to Listing, and this trend needs to be reversed.

## **Part 5**

Marine Court’s value as a cultural heritage asset should be protected through careful and positive custody. The building should continue to be used to its full economic potential. It should continue to be adapted to contemporary requirements, and to play a key role in the life of the local community. Objectives for Marine Court’s future management should include :

- conserving its cultural heritage value
- restoring its design character
- making best use of the building’s capacity
- making the building’s performance as sustainable as practicable
- simplifying and clarifying planning controls were possible

## **Part 6**

Detailed guidelines are set out, to help owners, occupiers and their agents through relevant planning, advertisement and listed building regulations and policies. A table illustrates which works do or do not require particular consents, and extensive guidance is given on which works are likely or unlikely to attract consent, if it is needed.

## **Part 7**

Action proposed for 2006/7 includes repair and restoration of the main canopy and replacement of Hanover House windows, along with measures to simplify planning procedures for residential apartment window replacement. Action proposed for 2007/8 includes agreeing standard designs for the restoration of shopfronts and main entrances, and external street improvement works in Marina. Action proposed for 2008/9 onwards includes a start on shopfront and main entrance restoration works.

## **Part 8**

The role of stakeholders in implementing and reviewing the CMP is set out.

## **Part 9**

A useful glossary of abbreviations and phrases is given.

## Part 2 : Purpose and ownership of the Conservation Management Plan (CMP)

This Conservation Management Plan (CMP) has four main purposes :

- it sets out in detail the significance and value, to both the local community and the nation, of Marine Court as a heritage asset;
- it describes the building's current physical condition and its perceived vulnerability as a heritage asset, and identifies a number of relevant issues connected with its ownership, occupancy, management and maintenance;
- it identifies all of the actions which are required, immediately and in the longer term, to conserve or restore the value and significance of that heritage asset , and indicates which parties should take lead responsibility for progressing those actions;
- it sets out clear and agreed guidance and criteria, against which future statutory decisions such as planning permission, advertisement consent, and listed building consent will be made by the Borough Council, and identifies a range of very minor works which may be carried out without local authority consent.

The CMP has been prepared by Hastings Borough Council (the local planning authority) in consultation with the owners, managers and occupiers of Marine Court, and other stakeholders, and under the general guidance of the relevant statutory advisory body, English Heritage (EH). Professional analysis and other inputs to the CMP have been co-funded by the Heritage Lottery Fund (HLF) through the Central St Leonards Townscape Heritage Initiative. The document accords with HLF's published CMP guidance<sup>1</sup>, and with EH's published guidance for managing historic buildings<sup>2</sup>.

**This Conservation Management Plan was adopted as informal development control policy guidance, and as an action programme for the future management and development of the property, by Hastings Borough Council on 8 January 2007.**

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<sup>1</sup> *Conservation Management Plans* : Heritage Lottery Fund (undated, current 2005)

<sup>2</sup> *Developing guidelines for the management of listed buildings* : English Heritage (1995)

# Part 3 : Heritage asset value and cultural significance of Marine Court

This part of the Management Plan is based extensively on John Winter's expert specialist period architectural advice<sup>3</sup> commissioned in 2004/5 by Hastings Borough Council with the benefit of funding from the Heritage Lottery Fund through the Central St Leonards THI programme.

## Architectural style and context

### Marine Court's size and scale

Marine Court is a fourteen storey residential and commercial building at the eastern end of the Marina seafront at St Leonards-on-Sea. It is the largest (in volume) and tallest building within the Borough of Hastings with an internal height from basement to roof of 49m [170'], and an east-west external length of 127m [416']. At this size, it is one of the most prominent and eye-catching buildings on the south coast of England : it dominates and dwarfs the entire seafront within the Borough, and it is clearly and distinctly visible from Dungeness to the east, Beachy Head to the west, the mid-English Channel to the south, and incoming flights to Gatwick airport overhead. It is unarguably a significant physical landmark building.

### Design attribution and construction dates

The building was designed by architects Kenneth Dalglish and Roger K Pullen in 1935/6, and was constructed between 1936 and 1938. Significant reconstruction of the high level eastern end of the building took place in 1949/1950 following war damage. This repair was generally to the original external design, but with internal variations.

### "Queen Mary" & progressive design

The developers and promoters of Marine Court, South Coast (Hastings & St Leonards) Properties Ltd., were great admirers of the latest Cunard ocean liner, the RMS Queen Mary (completed 1936), which at the time was a brand new symbol of modernity and of the recovery of Britain from The Depression. It was probably the developers, rather than the architects, who required the design to replicate the sweeping curved balconies of the iconic ocean liner, and for the building's design to be pushed in a generally "progressive" and avante-garde direction.

### Art Deco preferred over Modernism

Dalglish and Pullen, however, had previously worked in overtly traditional styles, and were by no means enthusiastic over the current architectural fashion sweeping Europe and entering Britain at that time - Modernism. Their response to the clients' requirement for a "progressive" design led towards the by-then familiar and more established Art Deco style rather than purer and more radical contemporary Modernism. There is certainly nothing "Brave New World" or stark about Marine Court in the Modernist sense. It is big, confident and eye-catching, but it is softened by the happy optimism and comfortable symmetry and proportions of Art Deco buildings of the 1920s and early 1930s, with typical lightweight decorative touches in the design of facades and interiors alike.

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<sup>3</sup> *Marine Court Architectural Appraisal* : John Winter, Architect, for Hastings BC (2005)

## **Art Deco as heritage – Marine Court becomes a listed building**

For forty years or more after construction, Marine Court remained distinctly under-appreciated and under-valued by the Modernism-dominated architectural style gurus of the post-1945 period (the great architectural academic of the period, Nikolaus Pevsner, for example, referred to Marine Court with prim distain as “an affront to the English seaside”). Only by the last decade or so of the 20<sup>th</sup> Century was the English architectural and building conservation establishment sufficiently broad minded for 20<sup>th</sup> Century Art Deco to be fully recognised as a worthy cultural architectural style in its own right, and for surviving quality examples of the genre to be afforded statutory protection. Marine Court was eventually Listed, somewhat grudgingly and at the second attempt, in 1999.

## **Paucity of 1920s & 1930s architecture locally**

Marine Court is particularly significant in the local architectural context : Hastings attracted very little significant new building investment during the 1920s and 1930s, resulting in a paucity within the Borough of good quality period architecture. Certainly, with the loss over the past three decades of scarce examples such as West Marina Bathing Pool, Sunlight Laundry, and the much-altered Hastings Station, few quality 1930s period buildings remain in the town : we can perhaps cite here only the remaining municipal seafront structures (including Marina Pavilion – see below), an Art Deco amusement arcade in George Street, a Modernist house at Fairlight Avenue, some “suntrap Moderne” houses in Lower Park Road, and Marine Court. These buildings have a particularly scarce cultural value within the local community, and only Marine Court is listed.

## **1930s municipal concrete seafront**

Marine Court’s construction took place during a prolonged period of municipal reconstruction of the Hastings and St Leonards seafront. From West Marina Gardens eastwards to Hastings Old Town, a new 4km-long reinforced concrete seafront road and promenade was constructed incrementally by Hastings County Borough Council during the decade or so leading up to 1939.

This essentially-1930s concrete seafront included many significant two-tier structures which have survived substantially intact to the 2000s – Carlisle Parade car park, White Rock Baths, Bottle Alley, Grand Parade car park, and Marina Pavilion all sit at lower (beach) level, along with beach huts, sailing and rowing clubs, public toilets, underpasses, and other minor facilities. Above these lower level structures run the main seafront A259 road and an almost continuous upper level open pedestrian promenade, with (at Carlisle Parade and Eversfield Place) a set of high quality seafront shelters – the westernmost asymmetric double curved cantilevered structure nearest to Warrior Square being of particular elegance and period design quality.

From the east, the “prow” end (see below) of Marine Court completely dominates the seafront. This positioning and spatial relationship is a magnificent and clearly-deliberate three-dimensional urban design device, and establishes Marine Court as the dominant focal point of the whole 1930s seafront.

## **Marina Pavilion**

Visually, when seen from the beach immediately to the west, Marine Court rises toweringly above the much more modest but contemporary municipal Winter Sun Lounge (nowadays known as Marina Pavilion). This lower promenade municipal seafront entertainments and refreshments facility has survived comparatively intact to the present day, and is currently undergoing refurbishment and gaining a highly visible extension at upper promenade level.

### **Direct access to lower promenade and beach**

A beach level pedestrian underpass from the basement of Marine Court runs under the road to the lower level promenade immediately east of Marina Pavilion. This underpass remains intact and in sound condition (albeit unused and blocked at the seaward end). Its walls display pristine fragmented coloured glass wall linings, in a style very similar to the much-etched and over-cleaned fragmented glass wall panels from which the contemporary municipal lower promenade walkway Bottle Alley (1km to the east at Eversfield Place) derives its popular name. This suggests that the underpass may have been constructed by Hastings CBC rather than the Marine Court developers, but either way there was clearly collaboration.

### **Grand Parade car park**

Grand Parade car park has a landward vehicle entrance immediately east of Marine Court : this car park was and still is partially allocated to dedicated parking for Marine Court occupiers, and again suggests at least close collaboration between the respective developers.

## **Detailed architectural and design quality**

### **Design for total living environment**

Marine Court was designed to provide “an environment for total living” – a self-contained lifestyle within the complex, but not necessarily within each apartment. Modest sized flats originally had tiny kitchens - it was assumed that most of the inhabitants would dine in the main restaurant at the eastern end of the building, or avail themselves of room service. There were shops, parking, roof sun decks and recreational facilities (including a dance floor and bar) – and in-house staff to do the chores (there are still some call buttons to summons the now-defunct service).

### **Up-market apart-hotel**

While the majority of the accommodation was clearly aimed at long term residence, early sales material indicates that some apartments were originally available for rent at the high-status price of four guineas a week (over £1,000 at today's values) for a furnished double apartment, plus meals – an early precursor of the now-fashionable “apart-hotel” idea.

### **“The Ship Building”**

Before construction, a perspective of Marine Court by Raymond Myerscough-Walker<sup>4</sup> was exhibited at the Royal Academy Summer Exhibition of 1935. Although not as finally built, this shows the familiar general exterior “ship” design theme and concept for the building :

- very strong, bold composition and block form
- dark “underwater” ground floor below the canopy, which is clearly intended as the “waterline” of the ship, even down to the “wave” motif on the canopy fascia
- a clean smooth continuous profile at 1<sup>st</sup> and 2<sup>nd</sup> floor, and around the eastern end – the “hull” and “prow” of the ship
- long, very emphatic, recessed horizontal balconies stacked up above 2<sup>nd</sup> floor – the “superstructure” of the ship
- three pairs of double vertical towers above the residential foyers running right up the building above 2<sup>nd</sup> floor
- uniformly curved eastern end balconies – the “bridges” above the “prow” of the ship
- striking curved open corner balconies around the western end – the “superstructure” above the “stern” of the ship

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<sup>4</sup> RIBA library & catalogue : [www.ribapix.com/index](http://www.ribapix.com/index) ref RIBA3318

## **Structure and materials**

The building is of hybrid construction. It has a steel structural frame, a pioneering form of construction for blocks of flats at the time. Additional diagonal steel lattice cross bracing is included, to counter the wind forces prevalent in this very exposed location, especially in view of the building's tall, slim vertical profile and its alignment parallel to the coastline. Vertical external walls are in 80mm [11"] cavity brickwork, with balcony fronts and roof surfaces in reinforced *in situ*-cast concrete. Floors within the building are generally in hollow concrete blockwork.

## **Brick exterior finish**

The exterior finish of the building above canopy level is predominantly in brick, painted white from the outset in the main external plane of the building. The brick faces within the balcony recesses (in yellow London stocks – a non-traditional and somewhat unusual material for St Leonards, even in the 1930s) were originally left unpainted to emphasise the recess depth and, thereby, the horizontal balcony form of the building as a whole.

## **Windows**

Above-ground level windows and balcony doors were originally multi-pane single glazed Crittall-style steel frames and casements, including the huge vertical eastern end windows. The original small-frame windows added significantly to the horizontal emphasis of the building. Photographic evidence suggests that these windows were originally painted black. With two minor exceptions at top floor to the rear, these windows have all been replaced over the years, and this vital component of the building's original visual quality has been completely lost. However, the eastern end vertical windows to the original dining room, lounge and dance floor (now Hanover House) have been replaced with a different pattern of larger-paned steel window, which retains or even reinforces the vertical emphasis around the "prow" of the ship.

## **Common areas**

The original residential entrance foyers and the original restaurant entrance foyer (now the entrance to Hanover House) have not survived. Elsewhere internally, the common areas retain extensive original features including staircases, hallways, doors and lifts, and some utility service equipment (notably electrical and ventilation equipment in the basement area).

## **Interior fittings**

Interior fittings and finishes showed clear Art Deco influence, much of which has survived in the common areas of the building above ground floor level – common area door panels and handles are particularly noteworthy. A limited number of flats retain vestiges of the original built-in kitchen, bathroom and bedroom fittings.

## **Shop fronts**

Ground level shop fronts were originally in stained and varnished timber and blockwork, with glazed black tile finish to intermediate pillars and stallrisers, and with recessed doorways. Fourteen of the original run of shop fronts survive in modified form, some with little major alteration, while others have been adapted or replaced.

## **Shop fronts canopy**

Around the top of the shop fronts is a fully cantilevered horizontal canopy in steel and concrete projecting over the full width of the footway, and following the curve around the eastern end of the building. The canopy originally had a steel fascia with a wavy-line motif symbolising the "waterline" on the "ship's hull" (see above for full analogy).

**Flagpoles**

The building was originally provided with large external flagpoles bracketed to the front façade upper storeys. The brackets remain in place.

**Utilities and services**

The building was designed with shared or common utility services. The usual drinking water and soil water networks are in place, supplied by gravity from roof level internal cold water tanks pumped from the mains. Electricity was originally supplied via switching equipment at basement level (now by-passed). Hot water is networked throughout the residential parts of the building from communal gas boilers (not original) sited at roof level, and is pumped around the building. Point-of-use gas is not supplied to individual apartments. Ventilation and air flow around common areas is provided by basement-located air pumps via internal vertical ducts to roof level. Shared toilets and storage areas are sited at ground floor level to the rear of the shop units, via a common rear access corridor. These remain generally as built.

# Part 4 : Marine Court's physical condition, heritage vulnerability, and building management issues

## Marine Court's physical condition

### Getting old in a changing world

Marine Court is approaching seventy years in age, and has been subject to constant occupation, adaptation, physical wear and tear, and natural weathering and aging processes throughout that period. The building's social context has also changed dramatically during that period – demographics, longevity, globalism, lifestyle expectations, levels of disposable income, materialism, property ownership patterns, cultural fashion, technology, communications – society has moved on almost beyond recognition since this building was designed and constructed, and people will in the future increasingly expect things of the building markedly different from its original design purpose. This section of the Conservation Management Plan outlines the problems and issues currently affecting the building in the mid-2000s.

### Condition of main building structure

The basic structural condition and integrity of the building is assumed to be satisfactory in the absence of any indication to the contrary. No serious structural defects have been notified to Hasting Borough Council thusfar, and there is no external visual indication of any serious problem in this respect.

### Condition of main roof and roof-level structures

No serious defects have been reported to the roof structures and main roof covering, which appears to be applied asphalt. This will have a limited life, and will require comprehensive renewal on a cyclical basis.

### Condition of external concrete surfaces above ground floor

From 1<sup>st</sup> floor upwards, extensive localised areas of steel-reinforced concrete wall surfaces above ground level were reported in 2004 to be showing signs of significant carbonation [see *Part 9 : Glossary*] and/or insufficient render coating thickness to deal with the extreme weathering to which the building is subjected.

### Condition of external brick and block work

Facing or painted brick external surfaces throughout the building were reported in 2004 to be showing extensive signs of under-maintenance, including failed mortar joints and some erosion of bricks in severe cases. External blockwork structures were also showing extensive signs of mortar joint failure, some possibly due to minor movement.

### Condition of residential balconies

An inherent design defect was noted in 2004 – the residential balcony floors on the south (front) face of the building have a back slope towards the recessed main wall of each balcony. This is not a good idea. Severe rusting of original residential balcony handrails throughout the building was reported in 2004. This was also causing iron staining of, and some damage to, supporting concrete walls surfaces.

### **Condition of residential and common area windows and external doors**

Residential and common area windows and external doors appear to be generally in sound condition, mainly due to their replacement at least once and often twice since construction. Nevertheless, some non-original aluminium double-glazed window units appear to be nearing the end of their useful life, particularly where exposed to the prevailing south-west wind. It is anticipated that there will be continuing demand for cyclical replacement of the building's windows and external doors (numbering upwards of 1000 in total).

### **Condition of main canopy**

The ground floor of Marine Court is separated from the upper storeys by a continuous cantilevered canopy on the main (south) face and around the curved eastern end. This canopy is currently in very poor condition, and is a major cause of concern. The projecting steel frame which supports the canopy appears to be structurally sound, but is corroding where exposed. Within the concrete form of the canopy, some corrosion of steel reinforcement is evident. Extensive localised concrete carbonation is also evident. The non-original fascia cladding on the leading edge of the canopy is rusting and becoming detached from the structure. Underside cladding panels are missing, having been removed to allow access for structural inspection, and not replaced.

### **Condition of shop fronts**

Shopfronts are generally in sound condition, but many of the more important original-form shopfronts are showing signs of weariness and distress to timber framing and doors. The black tile cladding on pillars and stallrisers (where surviving) is generally suffering from poor maintenance and extensive piecemeal damage.

### **Condition of building service equipment**

The condition of building services and utility equipment [gas boilers / water / electricity / air / lifts / other] are the cause of some shared concern amongst the building's managing agents and the residential leaseholders. The CMP Action Plan provides for utility service maintenance and modernisation proposals to be brought forward for the building as a whole within the currency of the CMP. Some of these proposals may require Listed Building Consent.

## **Marine Court's heritage vulnerability**

### **Erosion of architectural character**

Despite being a big, cohesive and robust building, Marine Court had already suffered considerable erosion of architectural character and detail by the time it was listed in 1999. In particular, it had undergone radical incremental change by that date in the following respects :

- loss of virtually all original windows above ground floor level, with a discordant hotch-potch of different window styles in their place
- enclosure of approximately half the originally-open residential balconies, again with a hotch-potch of uncoordinated window styles
- dilapidation of some principal components of the building through minimal or lack of maintenance : particularly the main canopy above the ground floor shop fronts, and the eastern end windows of Hanover House
- piecemeal replacement of original shop fronts with uncoordinated one-off designs of shop fronts bearing no relation to the modulation or scale of the building as a whole, together with poor or careless maintenance of shop front fascias and surrounds
- loss of fine grain external fittings, and addition of external "clutter", particularly at roof level

Whilst this erosion of character has not prevented Marine Court's national recognition as a heritage asset, it is nevertheless a significant and continuing issue.

### **Erosion of architectural character : window renewal**

Up to fifty residential apartment windows are currently being brought forward for replacement in Marine Court each year (albeit nowadays mainly under listed building control), and this renewal cycle is likely to continue perpetually. The uncoordinated and non-uniform appearance of the current set of windows has a hugely detractive effect on the character of the building, and disrupts the intended clean vertical and horizontal structural emphasis of the building, particularly on its main seaward (south) façade.

A strong and uniformly-applied approach to window renewal is required to address the present hotch-potch situation.

### **Erosion of architectural character : balcony enclosures**

A lesser but nevertheless continuing number of new balcony enclosure proposals are made each year, in addition to proposals to renew existing older balcony enclosures. The residential balconies on Marine Court were never intended to be enclosed, and the whole façade design of the building relies for its effect on the balconies remaining unenclosed.

Unfortunately, incremental enclosure of balconies over the years has led to a serious disruption of the original design of the long seaward (south) façade and the western or "stern" end, by withdrawing the three-dimensional visual impact of the balconies "punched" into the facades in strong vertical columns above the residential entrances, and around the open "stern deck" at the western end of the building. This disruption is made worse by the piecemeal and random nature of this erosion of character.

The present situation is clearly detrimental to the character and heritage value of the building, and has to be regarded as a priority for rectification.

**Erosion of character : main canopy**

The main canopy above the ground floor shops fronts is a key architectural component of the building. As a fully cantilevered structure, its clean lines and apparent lack of structural support give the building as a whole a distinctive period appearance. It has a key role in the building's "ship" theme, by providing a visual "water line" – everything above is white, everything below is "underwater" and therefore dark coloured. For this reason, the canopy fascia was originally provided with a distinctively Art Deco continuous wave motif, probably in blue and white. This has been replaced with a plain blue fascia at some time during the 1960s or 1970s.

The canopy must be retained in its present structural form and merits conservation priority. It requires extensive repair and re-cladding (including a new wave motif fascia).

**Erosion of character : Hanover House windows**

The eastern "prow" end of the building is provided with a set of 19 large vertical windows giving daylight to the former two-storey restaurant and dance floor common areas, which have an internal volume corresponding to 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> floor levels in the remainder of Marine Court. This area is nowadays occupied under the name Hanover House as business suites.

The current windows are neither original in age, nor in the original small frame Crittall pattern. Nevertheless, the existing windows are of a good quality vertical emphasis steel frame design, and serve a very positive purpose as architectural features. They are, however, in extremely poor and unserviceable condition, and planning permission / listed building consent have recently been granted for their replacement with a very similar pattern of window in ppc aluminium frame double glazed units.

These windows should be replaced with the approved or a similar window style, as a matter of conservation priority, if the Hanover House suites are to remain in purposeful occupation and use. Piecemeal, partial or out-of-keeping replacement of these windows would seriously erode the architectural character of the building.

# Part 5 : Future vision and objectives for Marine Court

## Future vision for Marine Court

### **Heritage status**

Marine Court is an iconic building, both locally and in the national context. Its cultural heritage value as a surviving example of 20<sup>th</sup> Century steel and concrete technology, art deco architecture, and 1930s social aspiration, has been formally recognised and its qualities given statutory status and protection. This is expected to continue into the foreseeable future. Marine Court should, through careful and positive custodianship, progress into the longer term future in fully conserved condition and positively enhanced in terms of character and visual quality.

### **Longevity and value**

It is clearly a very robust, well-structured building with a long (indeterminate) future life expectancy, and it is reasonable to expect Marine Court to continue to be a principle visual and active feature of the Borough's seafront for the foreseeable future. It is also reasonable to expect that the building should continue to be fully occupied and utilised, and that it should maintain its status in the local property market as a prestigious, desirable and self-sustaining economic asset.

### **Adaptability and modernisation**

The building is versatile in many respects, and is capable of accommodating modest changes of use, technological advances, and the ever-changing demands of contemporary lifestyle, fashion and taste. This adaptability should be recognised within clearly defined parameters, and be accommodated positively by owners, occupiers, the local planning authority, and the local community alike.

### **Role within the local community**

Marine Court provides more than 150 secure, managed, well-maintained and self-sustaining homes on site. It has key (if presently under-utilized) retail floor space located directly on the seafront, and it has significant employment capacity in both the seafront retail units and the Hanover House office suites. Its positive functional role within the local community is self-evident, and this should continue into the foreseeable future as a matter of principle.

## **Objectives for Marine Court's future**

The following objectives are defined, towards which the Local Planning Authority and Marine Court's freeholders, managing agents, leaseholders, tenants, and other interested parties will work during the currency of this Conservation Management Plan. These are the guiding principles underpinning the more detailed guidelines set out in Part 6 (below).

### **Objective A : Heritage conservation**

To conserve the cultural heritage value embodied in Marine Court for the benefit of future generations

### **Objective B : Restoration of character**

To secure restoration of Marine Court's previously-eroded architectural character as the opportunity arises

### **Objective C : Best use of resource**

To maximise Marine Court's residential occupancy, trading potential, and employment capacity, within the limitations of the building's historic and architectural character

### **Objective D : Sustainability**

To upgrade Marine Court towards contemporary and future energy, water and waste management standards, within the limitations of the building's historic and architectural character

### **Objective E : Planning controls**

To clarify and, where possible, simplify planning and listed building controls over Marine Court, in order to reduce duplication and repetitive administrative procedures

### **Objective F : Building management**

To upgrade the management and maintenance of the building in line with owners' and occupiers' shared requirements for the long-term assured future of the property

# Part 6 : Planning and listed building guidelines for Marine Court

## Consent before starting work

### Statutory consent under the Planning Acts

When any works to repair, alter or improve Marine Court are being considered, whether by the building owners or their agents, or by individual leaseholders or tenants, Hastings Borough Council is responsible for ensuring that statutory controls under the Planning Acts are applied, and that the appropriate consents are obtained before the works are carried out. These include :

- planning permission
- advertisement consent
- listed building consent

### Consent take time and money

In all these cases, a fairly time-consuming administrative procedure is involved (at least two months should be allowed in most cases). A statutory handling fee is charged by the Council for applications for planning permission and advertisement consent. It is usually advisable to appoint a professional agent (eg chartered surveyor or registered architect) to deal with design and negotiation of any works other than very simple items, before any formal applications are submitted. These agents will charge professional fees for their services.

### Unauthorised work is an offence

It should be noted that, where works require consent under any of these procedures, it is an offence to carry out unauthorised works - ie doing the work without the necessary permission, consent or approval. Carrying out unauthorised works to a listed building is a particularly serious matter, and is classed as a criminal offence.

### What work need which consent ?

A table is set out on the following page, indicating the planning consents which are required for various common types of work to the building. This is not exhaustive, and if a particular type of work is not included in the table, the Borough Council should always be consulted before the work is undertaken.

### Building Regulations

In addition to consents under the Planning Acts, any structural work to the building (inside or outside), changes of use, or improvements (for example to the building's sewerage and drainage, natural lighting and ventilation, energy efficiency, fire safety performance, means of escape, etc) must comply with the statutory Building Regulations. Hastings Borough Council's Building Control team should always be consulted separately before any such work is undertaken.

### Other consents for work

In addition to the above statutory consents, works may also need clearance with the building's owners or their agents under the terms of tenancies or leases. Works involving shared structures (walls, ceilings, floors etc) may also be subject to party wall regulations, in which case a consultant surveyor may need to be appointed. Hastings Borough Council is not involved in these processes, but it is nevertheless important that they are also complied with.

Frequent examples of typical works <i>[nb this list is not exhaustive]</i>		Planning Permission required	Listed Building Consent required
<b>Whole or any part of building</b>			
Change the use of any part of the building [eg shop to restaurant, residential apartment to office]		✓	✗
Demolition or substantial demolition of the building [although this action is most unlikely !]		✗	✓
Add to or extend the building outwards or upwards [eg new construction at roof level]		✓	✓
Alter the building's exterior [eg remove structures, alter or stop up openings, install cladding]		✓	✓
Install microwave antennas, aerials, communal tv satellite dishes, or other communications equipment		✓	✓
Install, alter or remove internal doors, doorways, partition walls, ceilings or floors		✗	✓
Repaint existing painted exterior surfaces of the building in the same or a similar colour		✗	✗
Paint exterior surfaces in a markedly different colour, or paint existing unpainted (eg brick) exterior surfaces		✗	✓
<b>Residential apartments</b>			
Replace (other than <i>exactly</i> like-for-like) existing residential windows, external doors or balcony enclosures		✓	✓
Remove existing balcony enclosures		✓	✓
Install new enclosures (windows or glazed screens) to existing unenclosed residential balcony		✓	✓
Remove, replace or install safety rail on existing residential balcony		✗	✓
Install external tv satellite dish		✓	✓
Remove, alter or replace <i>original</i> fitted units, internal doors, or other internal fixtures and fittings		✗	✓
Remove, alter or replace <i>non-original</i> fitted units, internal doors, or other internal fixtures and fittings		✗	✗
<b>Common areas and commercial suites</b>			
Remove, alter or replace <i>original</i> handrails, lifts, internal doors, utility equipment, or other internal fixtures and fittings		✗	✓
Remove, alter or replace <i>non-original</i> internal doors, or other fixtures and fittings (including gas boilers)		✗	✗
Alter or replace main canopy above shops and main entrances		✓	✓
Alter, remove or replace (other than <i>exactly</i> like-for-like) external doors or windows		✓	✓
<b>Shops</b>	Advert Consent required		
Alter or replace shop fronts or fascias (including glazing, external tiling, vents)	✗	✓	✓
Alter or stop up existing recessed shop vestibule or doorway	✗	✓	✓
Install external lighting to existing or proposed shopfront or fascia	✓	✓	✓
Install internally illuminated fascia panel, box or other sign	✓	✓	✓
Install or alter blinds, canopies, shutters or grilles to exterior of shopfront	✗	✓	✓
Install projecting or hanging illuminated sign in front of shop	✓	✗	✓
Install projecting or hanging non-illuminated sign in front of shop	✗	✗	✓

## Change-of-use planning guidelines

Where planning permission is required to change the use of parts of Marine Court (see above table as a guide), the following general guidelines should be followed. These guidelines are based on and supported by current national legislation and planning guidance, the adopted Hastings Local Plan, local supplementary guidance material, and additional advice drawn up specifically for the purposes of this CMP.

### **Change of use : existing residential apartments**

All residential apartments currently fall within Use Class C3 [*dwelling houses*] and should remain in that use. The layout and access arrangements within the upper floors of the building, and issues of vertical and horizontal separation, dictate that the piecemeal use of residential apartments for other purposes, particularly Use Classes A2 [*professional services*], B1 [*business*] and D1 [*non-residential institutions*] would be both undesirable in a tight residential setting, and disruptive of the proper management of the building.

### **Subdivision and amalgamation of residential apartments**

The sub-division of any existing residential apartment into two or more smaller residential units will not be permitted. The building currently contains a useful mix of smaller and larger units, which is consistent with its design and access capacity, and its role in the wider housing market. Further small units in this location, involving the loss of larger units, would not be supportable. The internal horizontal amalgamation of two existing adjacent residential apartments into a single larger unit is, however, acceptable in principle, providing that the works do not detract from the historic character or structural integrity of the building.

### **Continued use of existing shops**

Existing shop units currently fall predominantly within Use Class A1 [*shops*], with a smaller number of units falling within Use Classes A2 [*financial and professional services*], and A3 [*restaurants and cafes*]. This mix of commercial occupancy is appropriate, and should continue, with A1 use predominant within the frontage as a whole. Note that existing A3 and A2 units can be changed to A1 use without planning permission, but not the other way round. Change of use of an existing shop unit to Use Class B1 [*business*] will be treated in a manner similar to a change to Use Class A2. Change of use of an existing shop unit to a non-commercial use, particularly to Use Class C2 [*dwelling houses*] or D1 [*non-residential institutions*], will not be permitted, as it would result in a loss of retail frontage.

### **Use of shops as restaurants or bars**

Change of use of an existing shop unit to Use Classes A4 [*drinking establishments*] or A5 [*hot food takeaways*] will normally be discouraged on grounds of loss of retail frontage, and on practicality grounds, particularly in regard to the disruptive effect of the provision of airflow equipment.

### **Subdivision and amalgamation of shops**

Sub-division of shop units, which have previously been amalgamated into larger units, will normally be encouraged in the interests of restoring the authentic character of the building, providing that the move is accompanied by appropriate reinstatement of authentic shopfronts. The further amalgamation of smaller shop units into larger units will be discouraged, especially if inappropriate works or shopfront designs are proposed.

### **Continued use of Hanover House for business**

The commercial suites within Hanover House, at the eastern end of Marine Court, are currently occupied within use Classes B1 [*business*] and D1 [*non-residential institutions*], or are vacant. The continued and full use of these suites for these purposes is compatible with the character of the building and its location within a secondary commercial area. Uses within Use Classes A1 [*shops*], or A2 [*financial and professional services*], would also be compatible with the historic character and management of this part of the building, and with its commercial and seafront location.

### **Alternative use of Hanover House for restaurant, bar, nightclub, etc**

This eastern end of the building, now occupied as Hanover House, was originally designed and used as a restaurant and dance floor suite, together with ancillary kitchens and facilities, to service the lifestyle needs of the residents of the building. Use of this floorspace within Use Classes A3 [*restaurants & cafes*], A4 [*drinking establishments*], D2 [*assembly and leisure*] or use as a nightclub (a discrete use in its own right), would therefore also be consistent in principle with the historic character of this part of the building, although other factors such as residential amenity may weigh against such uses.

### **Continued use of active common areas**

The common areas of Marine Court include all those parts of the building which are not leased or tenanted, including the basement area, the under-road passageway, the residential entrances and foyers, the Hanover House entrance and foyer, the main shop fascia canopy, all vertical access stairwells and lifts, all common access halls, landings, corridors and balconies, and the top floor and roof structures. With the exception of the basement and top floor (see below), there is little scope for any beneficial change of use within the common areas of the building. In particular, the residential and Hanover House entrance foyers, the vertical access lifts and stairs, and the access landings and corridors are all vital to the efficient working of the building as a whole, as well as to its historic character, and should remain in those uses.

### **Continued use of basement**

While the basement area is both capacious and inefficiently arranged at present, it is nevertheless an essential service area for the building, and should remain in that dedicated use.

### **Use of main roof and roof-level plant rooms**

The roof and top floor internal volumes of Marine Court are limited in terms of access and capacity, and are becoming increasingly cluttered with contemporary static ICT equipment. While this occupation continues, there is little scope for any more active use of this area. In the longer term, with the removal of current ICT equipment and building utility equipment, the roof level of the building offers modest scope for conversion to residential or communal access use (see below).

# **Guidelines for maintenance, alteration, improvement, renewal or refurbishment works**

## **Nearly everything except routine maintenance needs consent**

Many straightforward items of maintenance work to Marine Court, and some very minor works to alter, improve, renew or refurbish the building, do not require the formal consent of the Borough Council. Exactly like-for-like repair or replacement of doors, windows, etc do not require consent. Everything else requires consent. If in any doubt on this point, the Borough Council should always be consulted before the work is undertaken. It is stressed that unauthorised work to a Listed Building is a criminal offence.

## **Follow the guidelines or consent may be refused**

The following guidelines, covering categories of work which are most likely to arise in relation to Marine Court, should be followed wherever possible. These guidelines are based on and supported by current national legislation, national planning, conservation and historic building guidance, the adopted Hastings Local Plan, local supplementary guidance material, and additional advice drawn up specifically for the purposes of this CMP. If the guidelines are not followed, consent for the works may be refused.

## **Residential apartment interiors : planning permission**

No works to the interior of a residential apartment require planning permission, but remember that most interior works will still require listed building consent.

## **Residential apartment interiors : maintenance and minor works**

Decoration, fitting carpets, fixing curtain rails and internal blinds, fixing household ICT or power cable ducting, fixing shelving units and cupboards, and other routine maintenance or minor improvement works do not require listed building consent. Similarly, installing bigger items such as new fitted kitchens, bathroom suites or bedroom wardrobes does not normally require listed building consent. These are essentially matters for the householder's discretion and preference, providing that the structure of the building is not affected, and that original fittings are not being removed (see below).

## **Residential apartment interiors : old fixtures and fittings**

Surviving original fixtures and fittings should be retained if possible. This includes items such as :

- interior doors between rooms, and their door furniture
- apartment front doors and door furniture
- skirting boards, door architraves
- Bakelite\* electrical fittings (\*see below)
- kitchen or bathroom fitted units, sinks and taps
- bedroom or sitting room fitted units
- timber block flooring

Removal or alteration of any such original or early fitted items could materially affect the internal historic character of the building, and will require Listed Building Consent. Such work will have to be fully justified in terms of safety, hygiene or other essential need. Modernisation, convenience, or fashion will not normally be accepted as sufficient justification.

In the case of original Bakelite\* fittings, modern electrical safety regulations will normally mean that these items (if retained for character effect) will have to be disconnected from the electricity supply.

### **Residential apartment interiors : more recent fixtures and fittings**

Non-original fixtures and fittings are not generally regarded as significant in terms of the internal historic character of the building, and their removal or alteration does not therefore require listed building consent. This applies equally to minor items such as light fittings and major items such as fitted kitchens and bathroom suites, and internal doors.

### **Residential apartment interiors : original walls and structural alterations**

Most work to the interior walls of apartments requires listed building consent. This includes alteration or removal of walls, whether load bearing or partition, and the insertion of any new or replacement structural components (such as lintels or joists). Any such alteration will have to be fully justified for safety or other essential reasons, and there is a general presumption against unnecessary structural or internal volume alterations. Wherever possible, the original arrangement of rooms within apartments should remain unaltered or be reinstated.

### **Residential apartment interiors : removing non-original partition walls**

Alteration or removal of non-original non-structural partition walls (inserted from the 1960s onwards) will not affect the historic character of the building, and does not require listed building consent.

### **Residential apartment interiors : inserting new partition walls**

Insertion of new partition walls and doors, to sub-divide or alter the shape or number of rooms within an apartment, requires listed building consent. Any such proposals should respect the interior historic character of the building, and will generally be resisted unless adequate justification is given. There is a general presumption against unnecessary internal volume alterations.

### **Residential apartment interiors : air con units**

The installation of air con units within residential apartments will not generally be permitted unless the system is fully self-contained at the point of installation, and has no significant ducting and no external requirement for air intakes and / or condenser units. Air con units which comply with this requirement will not require listed building consent. There is no mains gas supply to residential apartments, and potential issues of independent gas boiler ventilation and exhaust flues do not arise.

### **Residential apartments : exterior alterations**

Any works which alter the appearance or composition of the exterior of a residential apartment (ie any works which will notice visually on the outside of the building) require both planning permission and listed building consent. There is a general presumption against any such works, unless they have the effect of preserving or enhancing the character and appearance of the building.

### **Residential apartments : tv aerials and dishes**

Terrestrial and satellite broadcast receiver aerials mounted on the exterior vertical faces of the building (including open balcony areas) below roof level would severely clutter the building and detract from its appearance. Such installations would require both planning permission and listed building consent, and will not normally be permitted. The managers of the building will continue to be encouraged to provide networked ICT cabling throughout the building with communal roof-level reception where a demand is demonstrated for access to terrestrial or satellite signals.

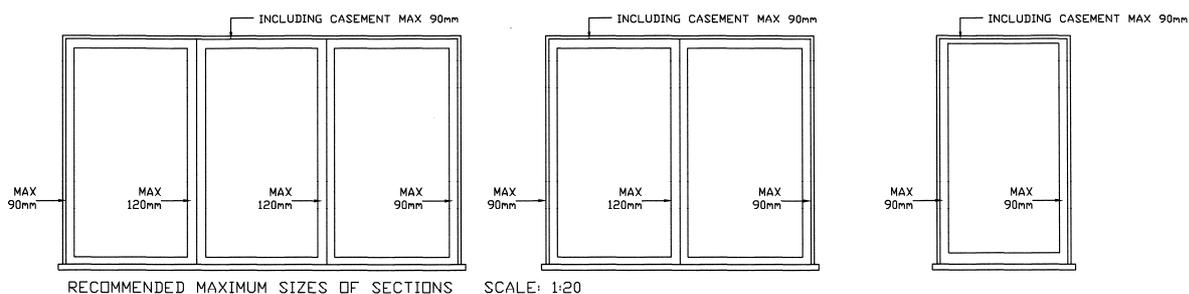
## Residential apartments : window openings and external door openings

The integrity of the overall design of the outside of Marine Court is vital to its cultural value as a heritage asset. As part of this integrity, all window openings and external door openings on the upper floors of the building should remain in their original shape, size and form, or be restored to that form if previously altered. Consents will not therefore be granted for any blocking up or other alteration away from the original shape or dimensions of a window opening or external door opening to any residential apartment, where that alteration would be visible from ground level.

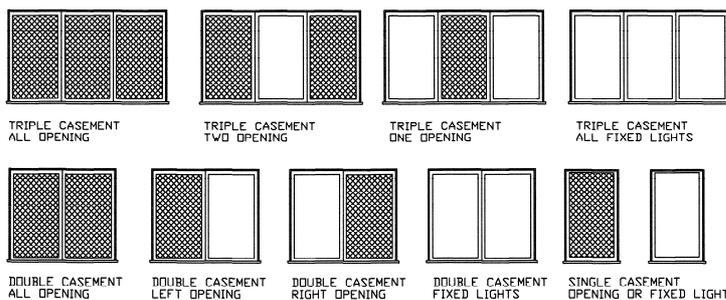
## Residential apartments : windows

Nearly all the windows and external doors to residential apartments in Marine Court have been replaced at least once during the lifetime of the building, and many at least twice. The building is now endowed with a disparate and uncoordinated range of window styles, patterns and materials. This has a hugely detractive effect on the visual quality of the building, and on its cultural value as a heritage asset.

From now on, all replacement windows (except for balcony enclosure windows) to residential apartments within Marine Court should be of the following standard pattern and style :-



### RECOMMENDED WINDOW PATTERNS (OPENING LIGHTS)



### NOTE:

- ALL REPLACEMENT WINDOWS TO BE:
- WHITE UPVC FRAMES AND CASEMENTS
- DOUBLE GLAZED
- 1,2 OR 3 VERTICAL PANES PER OPENING
- WITH NO GLAZING BARS OR TRANSOMS
- WITH RECOMMENDED MAXIMUM SIZES (SEE ABOVE)
- FRAMES CENTRED ON CENTRE LINE OF EXISTING WINDOW REVEALS
- TRICKLE VENTS MAY BE CONSIDERED ON MERIT BUT WITHOUT WEATHERING ELEMENT

These consist of double-glazed sealed units in clear glass, with framing in slim section white uPVC with outer frame plus casement measuring no more than 90mm, and mullion plus casement(s) no more than 120mm. For small window openings [up to 1300mm width] there should be one sealed unit with no sub-divisions. For medium window openings [1300mm to 1800mm] there should be two equal-width sealed units with one mullion. For large window openings [over 1800mm width] there should be three equal-width sealed units with two mullions. There should be no hoppers, fanlights, transoms or other horizontal bars, and no applied (eg glazing bar) or decorative (eg leaded) effects

Replacement windows which do not follow these guidelines will not normally be permitted

### **Residential apartments : external doors**

Replacement external doors (including doors to balconies) should be designed and specified to be compatible with adjacent windows of the recommended style and pattern, and should normally be of white uPVC construction. Standard width single doors (for example those leading from apartment kitchens) should be upper-half or fully glazed, but always with a horizontal centre bar corresponding with the cill height of adjacent windows. Double French doors, or wider sliding “patio” style doors (where existing openings permit), should be fully glazed without a horizontal centre bar. All replacement doors should be glazed with sealed double glazed units. Replacement doors which do not follow these guidelines will not normally be permitted.

### **Residential apartments : balcony enclosure**

As with windows, the symmetry and original visual effect of upper storey residential apartment balconies is vital to the integrity of the overall design of the building. For this reason, all currently-open residential apartment balconies should remain in their original open form. Planning permission and listed building consent will not be granted for any further enclosure of open balconies. Where originally-open balconies have previously been enclosed, the removal of those balcony enclosure windows will normally be permitted. The renewal or replacement of existing balcony enclosure windows will always require listed building consent, unless they are renewed exactly like-for-like. If consent is required, each case will be dealt with on its merits, taking into account the visual effect which the enclosure has on the character of the building as a whole. The fact of an existing enclosure, or of enclosures of nearby balconies, will not affect this point of principle.

### **Residential apartments : balcony safety fittings**

Frameless glass safety screens mounted on existing balcony parapet walls may be an acceptable alternative to full-height framed balcony enclosure windows for some occupiers : a range of contemporary systems exists. Such installations will require both planning permission and listed building consent, and will be judged on their merits. Minor original fittings to balcony structures, including safety handrails, should be retained wherever possible. New safety or other fittings will require listed building consent, and should be discrete, of a design appropriate to the character of the building, and compliant with current safety recommendations.

### **Residential apartments : external awnings, canopies and blinds**

Awnings, canopies and external blinds, whether fixed or retractable, in any material, in on or above any residential apartment windows and balconies, would be severely disruptive of the architectural and visual quality of the building as a whole, and will not be permitted under any circumstance. Internal adjustable blinds (eg vertical louvre, Venetian, or roller blinds) within apartments are normally an acceptable alternative, and do not require consent.

### **Residential apartments : balcony brick surfaces**

The external walls within residential apartment balcony areas were originally in unpainted yellow London stock brickwork. Any surviving unpainted brick surfaces should be left unpainted. Painting over these unpainted brick surfaces will not normally be permitted. Where already-painted brickwork within a balcony area needs repainting, this should be in a colour and shade approximating to the original brick colour (not white). Repainting following this advice can be undertaken without seeking listed building consent. Repainting in any significantly-different colour or shade will not normally be permitted.

**Common areas : residential entrances**

Main entrance doorways and doors into residential foyers A, B, C and D should be retained in their existing configuration as original features of the building. Non-original fascias and signage over these doorways should be replaced with more appropriate designs in keeping with the age and character of the building. Any changes here will require both planning permission and listed building consent.

**Common areas : residential foyers**

The residential foyer areas A, B, C and D within the building are non-original in design, and should at an appropriate time be refurbished in a style more in keeping with the design character of the building. Any such work will require listed building consent. In the meantime, routine decoration and maintenance in these areas will not require consent.

**Common areas : residential access routes**

Internal access corridors, landings, doors, and stairways, from ground floor upwards, retain much of their original character and finishes, and should not be altered significantly. Maintenance and redecoration should respect surviving finishes and materials throughout these areas. Any significant alterations will require listed building consent, and will not normally be permitted.

**Common areas : fixed equipment and fittings**

Residential lifts, lift shafts, gates, doors and fittings (including control panels and lighting) should be maintained and retained unaltered. Works which alter or detract from the character of these original internal features will not be permitted.

**Common areas : external access**

External common residential access areas, including rear balcony access routes and fire escape stair wells, should remain unaltered. Enclosure of these external common areas will not be permitted, and any existing enclosed external common areas should be converted back to their unenclosed original form.

**Common areas : basement**

The basement area should be used to house utility and service equipment essential for the proper functioning of the building as a whole, including any essential new or replacement equipment. Existing equipment from the early phase of the life of the building (up to, say, the late 1950s) should be protected if of character interest, either in situ or, if redundant or outworn, relocated elsewhere within the basement area. Moving such equipment will require listed building consent. Utility and service equipment from more recent phases of the building's life may be repositioned or removed without listed building consent, providing that no structural alterations to the fabric of the building are involved. Installation of new equipment may require listed building consent, unless freestanding.

**Common areas : service ducts**

New vertical service routing should be via existing ducts and voids, wherever possible. Alternatively, the need for such vertical routing should be avoided. Under no circumstances will planning permission or listed building consent be granted for vertical routing of services (cabling, pipe work, air handling, gas vents) on the outside of the building

**Common areas : roof : ICT equipment**

The roof areas of Marine Court are at present common areas to which there is no general access by residents of other occupiers. Interior volumes at this level are either vacant, or are used to site building utility equipment (including water tanks), or ICT equipment associated with the array of external vertical microwave antennas currently sited on the roof areas of

the building. All recent ICT installations have the benefit of both planning permission and listed building consent. Further proposals to site such equipment on the roof of the building will be assessed on their merits, taking into account the capacity of the roof area for further siting of equipment, its visual appearance, and the level of activity or redundancy of existing equipment. No bulky or three-dimensionally-solid installations will be permitted on open flat roof areas. The removal of redundant ICT equipment from this area of the building is encouraged and permitted, providing that any affected building surface areas or original external equipment are made good in an appropriate manner.

**Common areas : restoration of roof sun deck**

The restoration of the open flat roof areas of the building to resident-accessible sun deck use will be supported in principle, subject to the installation of safety railings, screens, and floor deck surfacing of appropriate materials and design. Such installations would require both planning permission and listed building consent, and should impact minimally on the solid roof profile of the building as seen from ground level.

**Common areas : conversion of existing roof volumes to residential use**

The conversion of existing roof-level common area building volumes to residential use would be supported in principle, subject to appropriate proposals for any necessary alterations to existing structures and services. Existing external door and window openings should be utilised, and additional openings kept to an essential minimum.

**Common areas : roof profile and extensions**

Marine Court was built, and is listed, in its present form at roof level. The solid roof profile of the building is critical to its cultural heritage value. No visible extensions to existing building volumes at roof level will be permitted under any circumstances, either outwards or upwards.

**Common areas : renewable energy equipment**

The siting, on the roof areas of Marine Court, of renewable energy equipment (including solar collectors, photovoltaic cells, wind turbines and other current or future technologies), will be assessed on merit, and in relation to possible impact on the historic and visual character of the building. All such installations currently require both planning permission and listed building consent.

**Common areas : rainwater harvesting**

The harvesting and controlled domestic use of rainwater falling on common areas of Marine Court is supported in principle. However, the installation of external rainwater storage tanks on the roof areas will not be permitted – any such installations should be located within the existing volume of the building (at either roof or basement level), and any distribution pipe work runs should use existing internal ducts and voids.

**Hanover House : entrance and foyer**

The present non-original entrance to Hanover House is of an inappropriate design, which detracts from the building's character. At such time as its remodelling is justified, the opportunity should be taken to restore this entrance to its original form and appearance. This work will require both planning permission and listed building consent. The internal foyer area is also non-original and would benefit from a more authentic period treatment when the opportunity arises. Remodelling of the interior will require listed building consent.

**Hanover House : windows**

The windows at the eastern (Hanover House) end of the building are a key architectural feature of both the building and the wider townscape. At the time of writing (2006) planning permission and listed building consent exist for their wholesale replacement with double-glazed ppc aluminium framed units of a similar layout and design to the present units (including coloured solid centre panels).

**Hanover House : upper floor interiors**

Little remains of the original form and character of the interior of the building's dining room, ballroom and service kitchens (long since converted to office suites as Hanover House). Any further non-structural internal alterations in this area will not require listed building consent (but changes of use will require planning permission – see above)

# Part 7 : Action Plan for Marine Court 2006-2011

## Action in 2006/7

- **Main canopy (above ground floor shopfronts)** : planning permission and listed building consent already granted for comprehensive repairs and restoration, and for installation of down lighting units : works to be tendered and carried out by managing agents or (in default under s215 Notice) by HBC
- **Generic replacement window consents** : HBC and managing agents to put in place planning permission and listed building consent covering the whole of Marine Court for replacement residential apartment windows of a standard agreed design : this will avoid the need for individual leaseholders to apply separately for consent when they want to replace windows, providing that they use the agreed standard design
- **Generic balcony enclosure removal consents** : HBC and managing agents to put in place planning permission and listed building consent covering the whole of Marine Court for removal of residential balcony enclosures and reinstatement of open balconies in original form : this will enable leaseholders to remove existing out-of-character balcony enclosures at any time without having to apply separately for consent to do so
- **Unauthorised installations** : HBC to take appropriate enforcement action to remove unauthorised external installations (eg satellite dishes, canopies) in conjunction with managing agents

## Action in 2007/8

- **Carried over actions** : any actions not achieved in 2006/7, plus :
- **Hanover House replacement windows** : planning permission and listed building consent already granted for comprehensive replacement of windows to Hanover House business suites : works to be tendered and carried out by managing agents.
- **Shopfront standard restoration design** : HBC and managing agents to agree a standard format and design for longer-term restoration of shopfronts, based on original design and materials, but to contemporary security and safety criteria
- **Main entrance standard restoration design** : HBC and managing agents to agree a standard format and design for longer term restoration of main residential entrances A-D and main Hanover House entrance, based on original designs and materials, but to contemporary security and safety criteria

- **Public realm improvement works** : HBC to implement improvement works within highway along frontage of Marine Court , as part of wider Marina seafront street and promenade improvements : including possible dedicated pedestrian crossing points for access to seafront promenade, and alterations to on-street parking provision (details not yet available)
- **Rear elevation and external area** : HBC and managing agents to develop and agree proposals for minor enhancement of rear elevation and external areas of Marine Court, including improved security, ambiance and lighting
- **Building management & maintenance** : Managing agents to produce and agree a management and maintenance programme for the building, identifying all items which would require either further generic, or specific, Listed Building Consents, and seek those consents

## Action 2008/9 onwards

- **Carried over actions** : any actions not achieved in 2007/8, plus :
- **Shopfront and main entrance restoration** : commence restoration of shopfronts and main entrances to agreed standard design
- **Rear elevation and external areas** : commence minor improvements to rear elevation and external areas
- **Balcony enclosure removal** : review take-up of removal of out-of-character balcony enclosures, and adjust incentives if appropriate

# **Part 8 : Implementing, monitoring and reviewing the Conservation Management Plan**

## **Co-operation between parties**

This Conservation Management Plan will be most effective with the full cooperation and active support of all interested parties, with particular emphasis on Hastings Borough Council as the local planning authority, and the building's principal stakeholders : the freeholders, managing agents, leaseholders and tenants. Support and understanding within the wider local community will add reassurance and confidence to those principal players' efforts. Marine Court is a shared asset, and the quality and condition of its future survival and well-being is of equal concern to all interests.

## **Responsibilities**

The actions set out above are the primary responsibility of the parties nominated, and each is expected to take the initiative and pursue tasks as indicated. However, leaseholders of residential apartments also have a particularly important role to play in the routine management and conservation of the building, and the aggregated effect of their actions in respect of their own individual stakeholdings will become evident with the passage of time – particularly in the standardising of window patterns, the re-opening of balconies, and the gradual re-establishment of the building's original vertical and horizontal external emphases.

## **Hastings Borough Council**

Hastings Borough Council will remain available and accessible in an advisory capacity whenever specific conservation or planning issues arise, which are not adequately covered within this management plan.

HBC's normal statutory functions as local planning authority will continue, including the determination of all applications for planning permission and listed building consent. It should be clearly understood by all parties that planning permission and / or listed building consent for proposals which are contrary to the guidelines contained in this conservation management plan will normally be refused.

HBC will also use its full range of planning and listed building enforcement powers to ensure the future sympathetic conservation and use of Marine Court as a key asset to the Borough.

## **Monitoring and review of the Conservation Management Plan**

This CMP is intended to have a forward planning span of up to five years at any one time. It is the intention of the Borough Council to review progress annually in consultation with stakeholders, and adjust and role forward the Action Plan accordingly. A more fundamental review of the CMP's effectiveness (including the effect on HBC's workload of the generic permissions and consents outlined in the Action Plan) is currently intended for the end of the year 3 (2008/9) in consultation with stakeholders.

# Part 9 : Glossary

## Abbreviations

CA	Conservation Area*
CMP	Conservation Management Plan*
EH	English Heritage*
HBC	Hastings Borough Council
HLF	Heritage Lottery Fund*
ICT	information and communication technology*
LBC	Listed Building Consent*
P(LB&CA)Act	Planning (Listed Buildings & Conservation Areas) Act
PP	Planning Permission*
ppc	polyester powder coated*

\* see below for definition

## Words and phrases

### Advertisement Consent

Consent under s220 of the Town & Country Planning Act 1990 to display advertisements (including shopfront signage). A statutory fee is charged for handling an application for advertisement consent. It normally takes the local planning authority about 8 weeks to process the application. It is an offence to display unauthorised advertisements and signs

### air con

powered air conditioning system which controls the temperature (and sometimes the humidity) of air within an enclosed space : some air con systems rely on air intakes and condenser units sited on the outside of the building, connected to interior units by ducting and pipe work

### carbonation

the reaction of calcium (eg lime, cement) in mortar or concrete with carbon dioxide in the air : in concrete this can be harmful, as it can lead to corrosion of the steel reinforcement bars inside the concrete. The effect is worst in polluted atmospheres, especially near main roads with high levels of exhaust fumes

### Conservation Area (CA)

An area of special architectural or historic interest designated under s69 of the Planning (Listed Buildings & Conservation Areas) Act 1990; the local planning authority has a duty towards the special character of a conservation area when considering applications for planning permission, listed building consent, and advertisement consent; Marine Court lies within St Leonards East Conservation Area, which was designated in 1976.

### common areas

Any parts of the building which are the management and maintenance responsibility of the freeholders of the building or their agents, as opposed to being the responsibility of individual leaseholders or tenants : eg under-road passageway, basement, roof, access corridors stairs and lifts, fire escape routes, foyers and entrances, and ground floor canopy.

**Conservation Management Plan (CMP)**

A document setting out the heritage value of an historic building, its condition and heritage vulnerability, the actions needed to conserve and manage the building's heritage value, and the basis upon which future statutory decisions about the building will be taken : the document will normally have validity for up to five years

**door opening**

An empty structural opening in a wall, within which a door is fitted.

**English Heritage (EH)**

The operating name of The Historic Buildings and Monuments Commission for England, established under the National Heritage Act 1983 : the statutory executive and advisory body for historic building and area conservation in England, publicly funded by HM Treasury grant.

**fanlight**

A small glazed element at the top of a window, separated by a transom, and either non-opening or opening outwards

**Heritage Lottery Fund (HLF)**

The organisation appointed by Parliament to distribute national lottery money to heritage projects and good causes within the UK; it sits within a parent organisation, The National Heritage Memorial Fund

**hopper**

A small glazed element at the top of a window, separated by a transom, and usually opening inwards

**horizontal**

across the width; along at the same level; sideways to the left and right

**ICT equipment**

Wide range of information and communication technology equipment, including fixed and mobile telephone equipment, and satellite and terrestrial radio / tv aerials. In the case of the roof of Marine Court this currently includes terrestrial and satellite broadcast receiver aerials, commercial cellphone network and other microwave antennas, cable ducting, control equipment cabinets, and other installations

**in situ**

In its original or existing position; formed on site (as opposed to in a factory)

**Listed Building (LB)**

A building included in a list of buildings of special architectural or historic interest compiled under s1 of the Planning (Listed Buildings & Conservation Areas) Act 1990; Marine Court is a listed building – it was included in such a list on 9 November 1999 ; it is a criminal offence to carry out unauthorised works to a listed building [see also Listed Building Consent]

**Listed Building Consent (LBC)**

Specific written consent authorising works to a Listed Building granted by the local planning authority or the relevant Secretary of State under s8 of the Planning (Listed Buildings & Conservation Areas) Act 1990; it normally takes the local planning authority about 8 weeks to process an application for listed building consent; it is a criminal offence to carry out unauthorised works to a listed building

**Local Planning Authority (LPA)**

The City, Borough, District or Unitary Council for the area - in the case of Marine Court, the local planning authority is Hastings Borough Council

**mullion**

A vertical (upright) dividing member of a window frame, separating individual glazed areas to left and right

**Permitted Development (PD)**

Development which already has the benefit of a general planning permission issued by the Secretary of State under s58 of the Town & Country Planning Act 1990 : there is no need to apply specifically for planning permission for this type of development [see also Planning Permission]

**Planning Acts**

The primary laws under which local planning authorities operate : principally the Town & Country Planning Act 1990 and the Planning (Listed Buildings & Conservation Areas) Act 1990, together with various more recent amendment Acts

**Planning Permission (PP)**

Specific permission granted in writing on application to the local planning authority under s58 of the Town & Country Planning Act 1990, for development as defined by that Act; a statutory fee is charged for handling an application for planning permission; it normally takes about 8 weeks for the local planning authority to process the application; it is an offence to carry out unauthorised development [see also Permitted Development]

**polyester powder coated (ppc)**

the surface finish of a building component (eg a window frame or railing) which is supplied factory "painted" with one or more spray-on coats of coloured polyester powder, with no further painting required once fitted. This surface finish is extremely hard wearing and corrosion-resistant, and often lasts for several decades without requiring redecoration. It is particularly suitable for external steel and aluminium items.

**s215 Notice**

a notice served by the local planning authority, requiring proper maintenance of land (including buildings), under s215 of the Town & Country Planning Act 1990. In default, the local planning authority may carry out the work itself, and recharge the costs to the property owners.

**transom**

A small horizontal bar in a window, separating individual glazed areas above and below

**vertical**

straight up and down; directly above or below

**window opening**

An empty structural opening in a wall, within which a window is fitted