The Closed Church of Retford St Alban
(Diocese of Southwell and Nottingham)

Draft Covenants

(aa) Not to use the property for any purpose other than as/for *[the proposed use as provided for in the Church Commissioners' Pastoral (Church Buildings Disposal) Scheme]* and ancillary purposes;

(bb) Not to use the property for any illegal or immoral purpose or for any purpose which may be or become a nuisance annoyance or disturbance to the Transferor or which shall (in the opinion of at least two of the following: the bishop for the time being of the diocese in which the property is situated, the dean for the time being of the cathedral which is the seat of the bishop and the archdeacon for the time being of the archdeaconry in which the Property is situated) be offensive to the principles and practice of the Christian faith;

(cc) Not to demolish any building nor to erect any new or additional structure or building on the property;

(dd) To ensure the maintenance in a prominent position of a notice board of a size and type to be approved in writing by the Transferor indicating that the property is now used for the purpose stated in subclause (aa);

(ee) Within [six months] of today's date to carry out to the satisfaction of the Transferor's surveyor the works necessary to make all buildings on the property wind – and watertight and thereafter to keep such buildings in the like condition and to such satisfaction;

(ff) Within [two years] of today's date to carry out and complete to the satisfaction of the Transferor's surveyor the works shown on the plans numbered [details of architectural plans to be inserted] already submitted to and approved in writing by the Transferor;

(gg) Not to make any architectural or structural changes in any building on the property except in accordance with plans previously submitted to and approved in writing by the Transferor;

(hh) Not to permit or allow use of the property for the solemnization of marriages under section 26(1)(bb) of the Marriage Act 1949 or as a place at which two people may register as civil partners of each other under section 6 of the Civil Partnerships Act 2004 or under any other legislation for the time being in force amending or replacing the said Acts;

(ii) To give access at reasonable times and on reasonable notice to the Transferor's surveyor to enable him to inspect the works undertaken by the Transferee in accordance with these covenants;

Disposal of Church of St Alban, London Road, Retford, Nottinghamshire.

Planning & Conservation Statement.

May 2014 v3.

Bassetlaw District Council

Disposal of Church of St Alban, London Road, Retford

District: Bassetlaw.

County: Nottinghamshire.

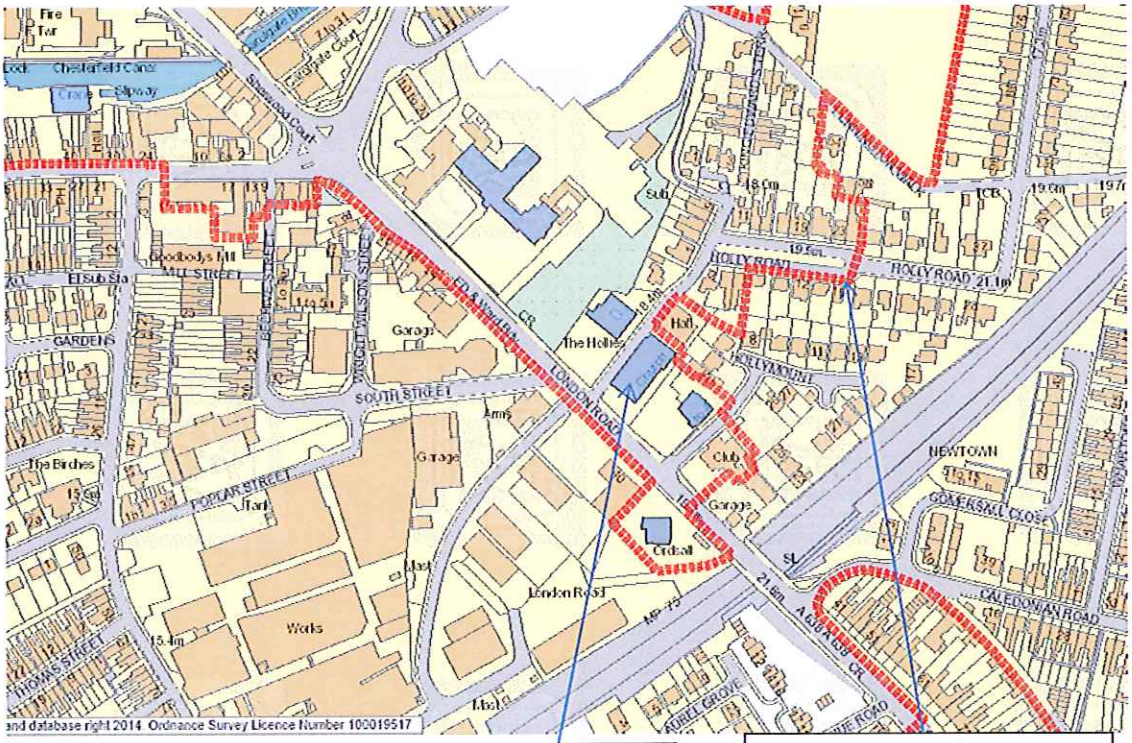
Purpose.

1.1 The purpose of this statement is to set out Bassetlaw District's Council planning policy stance on the disposal and re-use of the Church of St Alban, Retford.

1.2 This statement is not formally adopted by Bassetlaw District Council but does set out the adopted planning policies of the Council and provides a basis for a more detailed disposal strategy to be formalised by the Diocese and / or their agent. It is advisable that any disposal strategy or documents relating to disposal are consulted with the District Planning Authority and English Heritage.

Location

2.1 The Church of St Alban is located on the north side of London Road (A638) just go the South of Retford town centre. Retford is the second largest town in Bassetlaw District and is well connected by road and rail. London Road is one of the principal thoroughfares into the town.



Church of St Alban a Brief Description

3.1 The population of south Retford expanded rapidly during the 19th century; this resulted in the firm belief that was not enough churches for worship. In 1899 a public meeting was held in Retford Town Hall to advocate a Church Extension in south Retford. This new church was to be St Albans.

3.2 The architect appointed was Charles Hodgson Fowler[1]. He designed a church of Perpendicular style, built from Bath and Weldon stone with slate roof and a tall spirelet. The foundation stone was laid in 1902 but funding difficulties, lack of momentum and the Great War all delayed the project. The church was finally completed in 1931 under Mr W.H.Wood of Newcastle.

3.3 Internally the chancel had a fine stained glass window by C Kempe [2].

3.4 The church was largely destroyed by fire in the summer of 2008.

3.5 The list description written in 2004 before the fire described St Albans as *"a fine-quality church by an architect who was well-known not only throughout the North of England and the Midlands but also elsewhere. It uses the site well with a robust aisle wall fronting directly onto the adjacent lane and has an effective outline to this north front with a tall transept and elegant spirelet. The south side is treated differently with a Lady chapel and chancel windows above. This differing treatment makes for an effective chancel inside it also retains fine furnishings and stained glass. The nave is tall and impressive with large clerestory windows above moulded arcades. The whole of the interior is of stone it has fine roofs. Although the west front of 1931 is simpler than originally intended it is perhaps more effective with a large window over the long flight of steps up to the west door with prominent buttresses either side. This church also forms part of a significant group of historic buildings to either side and opposite.*

3.6 The significance of the church has been undermined substantially by the fire. The building however can still be considered to occupy the site well, the spirelet is still a distinctive feature of the roofscape and it still plays a part in forming a grouping of significant historic buildings. The building is still considered by the District Council to be an important part of Retford's built architectural and social heritage.

Conservation Designations.

4.1 The church is Grade II listed (listed on 30th September 2004).

4.2 The church is within the setting of 4 other Grade II listed buildings.

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[1] Charles Hodgson Fowler (1840-1910) was a pupil of George Gilber Scott.

[2] Charles Eamer Kempe (1837 – 1907) was a well-known Victorian stained glass designer

4.3 The church is within the designated Retford Town Conservation Area. The conservation area was designated in 1973 and extended in July 2011.

4.4 3 headstones 18 metres south of the chancel in churchyard are Grade II listed (listed on 12th July 1985).

4.5 The listings cover the interior and exterior of the church.

4.6 To the rear of the church is St Albans Hall, a brick and corrugated tin building. This building is not listed however planning controls including Conservation Area Consent [3]control apply to this building.

4.6 At the point where 'Ecclesiastical Exemption' stops being applied, applications for alterations, extension or demolition shall need to be made to the District Council in the form of Listed Building Consent applications. These applications would be consulted on with English Heritage.

4.7 The church is not currently identified as a Building at Risk on the national Heritage at Risk register compiled by English Heritage however since the fire the building is identified as being 'at risk' by the District Council.

Assessment of Significance

5.1 It is essential that a professional assessment of the building's significance is undertaken. Future planning or listed building consent applications are determined on an understanding of what is significant about the building and whether proposals for re-use or alteration shall harm that significance.

5.2 Consideration should also be given to understanding the church in its wider setting. Its location within the conservation area and grouping with other historic buildings will be considered by the District Planning Authority in any planning decisions.

5.3 A thorough understanding of the significance of the building shall enable potential purchasers to identify whether their proposals are likely to harm the significance of the building and enable the district planning authority and English Heritage to gauge better whether support would be given for their proposals.

Planning Policies

Permitted Use

6.1 The church currently falls within Class D1 (Non Residential Institutions) of the Town and Country Planning (Use Classes) Order 1987 (as amended).

[3] The demolition of buildings over 115 cubic feet in conservation areas require Conservation Area Consent.

Local Plan Polices

6.2 The Bassetlaw District Council Core Strategy and Development Management Policies DPD was adopted in December 2011. A copy of the document is available at http://www.bassetlaw.gov.uk/planning_and_building/planning_policy/local_development_framework/core_strategy.aspx. The relevant strategic objectives for Bassetlaw District and relevant planning policies include:

Strategic Objectives

6.3 **SO1:** To provide a range of high-quality market and affordable houses in Worksop, Retford, Harworth Bircotes, Carlton-in-Lindrick/Langold, Tuxford, Misterton and sustainable rural settlements (as identified in the Settlement Hierarchy) to meet the diverse needs of Bassetlaw's growing population.

6.4 **SO2** :To provide a range and choice of employment sites in Worksop, Retford, Harworth Bircotes (including the A1 corridor), Carlton-in-Lindrick/Langold and Tuxford.

6.5 **SO7:** To ensure that all new development enhances the attractiveness and local distinctiveness of the area and, where appropriate, achieves its full potential against national and local design standards.

6.6 **SO9:** To protect and enhance Bassetlaw's heritage assets, identify those of local significance, advance characterisation and understanding of heritage asset significance, reduce the number of heritage assets at risk and ensure that development is managed in a way that sustains or enhances the significance of heritage assets and their setting.

Core Strategy Policies.

6.7 Retford is classed as a 'Core Service Centre', policy CS3 thereby provides the overarching planning policy position to development in the settlement.

6.8 The church is situated within the development boundary for Retford.

POLICY CS3: RETFORD

Development in Retford will be of a scale necessary to sustain the town's role as a Core Service Centre, focusing on the maintenance of an appropriate range of services, facilities and retail provision, while increasing local employment opportunities. Particular regard will be given to the protection and enhancement of Retford's character and natural environment. New development will complement the built form of Retford's historic neighbourhoods and town centre and take full account of the range of sensitive environmental sites that surround the town.

New development will be of a high quality of design, making strong connections with the existing town and surrounding communities, as well as providing the facilities necessary to support a new community including open space and play facilities, community facilities, local retail facilities and transport improvements.

A. Housing

At least 26% (1574 houses) of the District's housing requirement will be delivered at Retford through existing permissions and allocations, which will include sustainable urban extensions, in the Site Allocations DPD for the plan period 2010-2028. This will include sustainable urban extensions. Residential development proposals will be supported within the Development Boundary, in line with other material considerations and planning policy requirements.

All housing developments resulting in a net gain of one or more units will be required to contribute towards the achievement of an affordable housing target of at least 25% for Retford. This will be either through on-site provision (where appropriate) or through a financial contribution to the delivery or improvement of affordable housing elsewhere within Retford.

See also Policy DM5.

B. Economic Development

At least 20% (21 ha) of the District's employment land needs will be delivered at Retford through existing permissions and allocations in the Site Allocations DPD, for the plan period 2010-2028. Economic development proposals will be supported within the Development Boundary, in line with other material considerations and planning policy requirements.

See also Policy DM7.

C. Retford Town Centre and Regeneration Opportunities

For Retail Hierarchy purposes, Retford is classed as a Town Centre. Support will be given to town centre developments that enhance Retford's vitality and viability in its role as a core service centre and attraction as a visitor destination in its own right. Support will also be given to wider regeneration proposals, which may include:

i. a marina on the Chesterfield Canal (with appropriate ancillary facilities, as necessary);
ii. flood alleviation measures, notably in relation to Retford Beck.

The development of new convenience and comparison goods floorspace within or immediately adjacent to the Primary Shopping Area will be supported. Retail development sites outside the Town Centre boundary will (in line with the Council's most recent Retail Study and other current retail data) be allocated through the Site Allocations (SA) DPD as necessary or, in advance of the SA DPD, be considered in line with the sequential and impact tests set out in national planning policy.

Non-retail uses will be resisted in Primary Frontages, other than when it is demonstrated to the Council's satisfaction that they will serve to improve the attraction of the town centre as a retail destination.

In the Secondary Frontages, at ground floor level, developments that might individually (due to their size) or cumulatively (through over concentration of particular uses) prejudice the vitality and viability of the town centre, or be detrimental to the town centre environment, will not be supported, particularly where this will lead to a reduction in available retail floorspace.

Town Centre Impact Assessments will be required for proposals for edge-of-centre and out-of-centre retail development that meet or exceed the following thresholds (sqm):

Convenience	Non-Bulky Comparison	Bulky Comparison[21]
750	400	929

D. Local Centres

Welbeck Road is classed as a small local centre. Proposals within this Centre that will lead to the loss of a shop or service or that might individually (due to their size) or cumulatively (through over concentration of particular uses) prejudice the success of the Centre, or be detrimental to the local environment, will not be supported other than where it can be demonstrated to the Council's satisfaction that they will not harm the vitality and viability of the Centre. Impact Assessments will be required for proposals for edge-of-centre and out-of-centre retail development that meet or exceed the following thresholds (sqm):

Convenience	Non-Bulky Comparison	Bulky Comparison[22]
100	100	100

Development Management Policies.

6.9 The church lies within the 'development boundary' for Retford. Policy DM7 for economic development shall apply.

POLICY DM7: SECURING ECONOMIC DEVELOPMENT

A. Future Development Proposals

Particular support will be given to economic development[34] proposals that are able to:

i. harness the educational and research potential of North Nottinghamshire College; and/or
ii. guarantee employment programmes for local residents that provide opportunities for training and development and will contribute to raised workforce skills levels within the District; and/or
iii. deliver, or contribute to, opportunities for the growth of indigenous businesses; and/or
iv. bring significant, good quality inward investment opportunities to the District; and/or
v. Support and utilise growth opportunities in connection with Robin Hood Airport.

New employment allocations will be expected to deliver, or provide opportunities for the development of, starter units and grow on space for small and medium-sized enterprises.

B. Existing Sites

All sites allocated for Economic Development uses in the Site Allocations DPD and existing, or vacant former, employment sites will be protected for economic development purposes.

Continued...

Notwithstanding the bullet points below, proposals to re-develop a protected economic development site for non-economic development uses, will usually be expected to be for mixed-use development, ensuring the minimum amount of non-economic development uses is proposed to support and deliver the redevelopment of the site for economic development purposes.

Proposals for the redevelopment of protected sites for any other use will only be supported, in line with the Spatial Strategy policies, where:

i. the Council's most up-to-date employment land assessment(s) recommends their release for another purpose; or
ii. it can be demonstrated to the Council's satisfaction that a site is no longer capable of accommodating economic development uses (e.g. due to its location or for reasons of development viability); or
iii. it can be demonstrated to the Council's satisfaction that redevelopment would offer significant benefits to the local area; or
iv. the site has been allocated for redevelopment for mixed or non-economic development uses through the Site Allocations DPD.

Proposals for non-economic development uses on protected sites based on claims of development viability will need to be accompanied by:

v. evidence that all reasonable efforts have been made to sell and let the site or premises for economic development purposes at a realistic price for a period of at least 12 months; and
vi. a detailed viability assessment. (Where there is dispute between the Council and the applicant about the conclusions of the assessment, it will be considered by an independent assessor, to be agreed with the applicant, at the applicant's reasonable expense. This criterion will also apply to proposals, based on claims of development viability, for economic development uses in locations that conflict with national policy).

If the site is outside a Development Boundary, please see also Policy DM3.

6.10 As a Grade II listed building and within the Retford conservation area the building is a Designated Heritage Asset. Development Management Policy DM 8 shall apply.

POLICY DM8: THE HISTORIC ENVIRONMENT

Support will be given to development proposals or regeneration schemes (particularly in central Worksop, Retford and Tuxford) that protect and enhance the historic environment and secure its long-term future, especially the District's Heritage at Risk. Support will also be given to proposals from the Welbeck Estate for the re-use of heritage assets, where these will result in the enhancement of the assets. Such proposals must recognise the significance of heritage assets as a central part of the development. They will be expected to be in line with characterisation studies, village appraisals, conservation area appraisals (including any site specific development briefs that may be found within them), archaeological reports and other relevant studies.

A. Definition of Heritage Assets

Designated heritage assets in Bassetlaw include:

i. Listed Buildings (including attached and curtilage structures)[35];
ii. Conservation Areas;
iii. Scheduled Monuments; and
iv. Registered Parks and Gardens.

Non-Designated assets in Bassetlaw include:

v. Buildings of Local Interest[36];

continued...

vi. Areas of archaeological interest;
vii. Unregistered Parks and Gardens[37]; and
viii. Buildings, monuments, places, areas or landscapes positively identified as having significance in terms of the historic environment.

B. Development Affecting Heritage Assets

There will be a presumption against development, alteration, advertising or demolition that will be detrimental to the significance of a heritage asset.

Proposed development affecting heritage assets, including alterations and extensions that are of an inappropriate scale, design or material, or which lead to the loss of important spaces, including infilling, will not be supported.

The setting of an asset is an important aspect of its special architectural or historic interest and proposals that fail to preserve or enhance the setting of a heritage asset will not be supported. Where appropriate, regard shall be given to any approved characterisation study or appraisal of the heritage asset. Development proposals within the setting of heritage assets will be expected to consider:

i. Scale;
ii. Design;
iii. Materials;
iv. Siting; and
v. Views away from and towards the heritage asset.

C. Change of Use Affecting Heritage Assets

The change of use of heritage assets, including Listed Buildings and buildings in Conservation Areas, will only be permitted where the proposed use is considered to be the optimum viable use that is compatible with the fabric, interior and setting of the building[38]. Evidence supporting this will be submitted with proposals[39]. New uses that adversely affect the fabric, character, appearance or setting of such assets will not be permitted.

D. Shopfronts

Proposals for replacement shopfronts, or alterations to shopfronts, affecting heritage assets will be expected to ensure that traditional shopfronts are retained wherever possible irrespective of the use of the property. New shopfronts will be expected to utilise traditional materials such as timber and be designed to respect the special interest of the building and its setting[40].

6.11 Any proposals must also have regard for national policy as set out in the National Planning Policy Framework (NPPF). Particular regard should be given to Planning for the Historic Environment and the accompanying Historic Environment Planning Practice Guide http://www.english-heritage.org.uk/publications/pps-practice-guide/pps5practiceguide.pdf

Community Infrastructure Levy (CIL) and Affordable Housing.

7.1 The Community Infrastructure Levy (CIL) is a charge that local authorities in England and Wales can require of most types of new development in their area (based on £X per sqm), in order to pay for the infrastructure needed to support development. CIL charges will be based on the size, type and location of the development proposed. Further advice can be found at; http://www.bassetlaw.gov.uk/planning_and_building/community_infrastructure_levy.aspx

7.2 All housing development resulting in a net gain of one or more units will be required to contribute towards the achievement of the District's affordable housing targets. This will either be through on site provision (where appropriate) or through a financial contribution to the delivery or improvement of affordable housing. Bassetlaw District Council has an adopted Supplementary Planning Document (SPD) for Affordable Housing available at; http://www.bassetlaw.gov.uk/PDF/BDC%20Affordable%20Housing%20SPD%20-%20June%202012%20FINAL.pdf

Further Guidance

8.1 English Heritage has produced guidance on identifying new uses for churches.

- English Heritage 'New Uses for Former Places of Worship' 2010. Available at, http://www.english-heritage.org.uk/publications/new-uses-former-places-of-worship

8.2 The need to understand the significance of the church is an important part of planning and listed building consent applications and is a requirement for applications to be validated by the District Planning Authority. It is advisable to employ a conservation professional to research and write a 'statement of significance' or a 'heritage impact assessment'.

- Bassetlaw District Council. 'A Guide to Heritage Impact Assessments. Available at http://www.bassetlaw.gov.uk/pdf/Heritage%20Impact%20Assessment%20Guidance%20FINAL%20VERSIONx.pdf

8.3 English Heritage has detailed guidance on recording buildings, much of this information relates to understanding significance too.

- English Heritage 'Understanding Historic Buildings' 2006. Available at http://www.english-heritage.org.uk/publications/understanding-historic-buildings/

8.4 The District Council's requirements for all planning and listed building consent applications are published on the Council's website.

- Validation Checklist for Planning and Other Applications, July 2011. Available at http://www.bassetlaw.gov.uk/Docs/Adopted%20Validation%20Checklist%202011%20v1.doc

Alternative Uses.

9.1 In the absence of a full assessment of the significance of the church only general principles can be expressed at this stage.

9.2 The overarching principle should be to introduce a use to the building that has the least impact on the significance of the building, its fabric and setting preferably retaining as much of the original existing historic fabric as possible.

9.3 Preference will be shown to uses and schemes for alteration which retain the open nature of the interior.

9.4 Subdivision where deemed necessary should be minimal, respect the character of the interior preferably by using natural breaks in the building, such as aisles etc.

9.5 In bringing a new use to the building there may be an element of restoration to the building but there is likely to be good scope for unique and imaginative approaches.

9.6 Bassetlaw District Council would consider many uses for the building provided that a use does not create or aggravate environmental, amenity, safety or traffic problems for the surrounding area. Use is not solely restricted to residential. The Council recognises that the need to rescue this building is a strong justification to take a reasonable approach to use.

9.7 In relation to planning use classes, proposed uses are likely to fall into the following classes where not sui generis. The following list is by no means exhaustive.

Use Class D1 (Non-residential institutions)

9.9 The church currently is within this use class.

9.10 This could include uses such as Clinics, health centres, crèches, day nurseries, day centres, schools, art galleries (other than for sale or hire), museums, libraries, halls, places of worship, church halls, law court. Non-residential education and training centres.

9.11 These uses often require minimal alterations, especially subdivision and are frequently regarded as good new uses for historic churches.

Use Class A3 (Restaurants and cafés)

9.12 For the sale of food and drink for consumption on the premises - restaurants, snack bars and cafes.

Use Class A4 (Drinking establishments)

9.13 Public houses, wine bars or other drinking establishments (but not night clubs).

Use Class B1 (Offices)

9.14 Offices (other than those that fall within A2), research and development of products and processes, light industry appropriate in a residential area.

9.15 Change of use to offices can often ensure that the open and historic nature of the church can be retained by adopting an open plan layout.

Use Class C3 (Residential)

9.16 Conversion to a single house or flats.

9.17 Conversion to residential can sometimes be difficult to achieve due to the level of internal subdivision required and the impact of creating amenity space on the setting.

Use Class D2 (Assembly and leisure)

9.18 Cinemas, music and concert halls, bingo and dance halls (but not night clubs), swimming baths, skating rinks, gymnasiums or area for indoor or outdoor sports and recreations (except for motor sports, or where firearms are used).

9.19 Some uses within this class are clearly not suitable or practicable however certain leisure activities do require large open spaces that are compatible with large open interiors of churches.

Access/Parking

10.1 At present access and parking to the church is limited. Any new use will need to consider access arrangements. It is advisable that any owner discuss potential uses with Highways department at Nottinghamshire County Council

Structural survey.

11.1 Undertaking a structural survey by a conservation accredited engineer at the marketing stage is advisable. This will identify any necessary and urgent works required to keep the building secure and watertight and structurally sound during the vacant period. A survey shall also enable any potential owner to consider the impact of new uses on the building and financial implications.

Marketing

12.1 Marketing must take into consideration the planning policy position outlined above, for designated heritage assets identifying an appropriate and viable use is a policy requirement **(see NPPF section 12).**

It is advisable that any marketing strategy is agreed with the District Planning Authority and English Heritage. A marketing stategy was outlined by the District Council to the Diocese in 2011 and confirmed by English Heritage as a suitable approach (copy attached).

Bassetlaw District Council would be willing to allow its website to be a source of marketing information and link through to marketing agents websites. Other websites such as SAVE Britain's Heritage (http://www.savebritainsheritage.org) and the Victorian Society could be useful resources to aid marketing.

Summary

- This document outlines the District Council's Policies, and offer advice for the disposal of a listed church. It is not a formally adopted document but the policies referred to are Council adopted.

- A Statement of Significance should be researched and written at the earliest opportunity to inform new uses and any planning and/or listed building consent applications.

- Consideration should be given to undertaking a structural survey.

- The building must be kept secure and watertight during any period of no use to prevent the building becoming 'at risk'.

- In order to secure a future use for this building a purchaser should not be discouraged from discussing any potential use with the District Councils Planning and Conservation Department.

Contact

Simon Britt

Principal Conservation Officer

Bassetlaw District Council

Tel; 01909 533 427

Email: simon.britt@bassetlaw.gov.uk

Statutory Listings.

888/0/10005

The Church of St Alban, London Road, Retford

Date listed: 30-SEP-04

Grade II

GV

Church. 1902-13, chancel, nave and aisles; west end completed in 1931. Priest's vestry of 1970's. By Charles Hodgson Fowler. Limestone ashlar with stone dressings, extension of brick. Plain-tile roof and stone-coped gables with finials. Slate roof to tall spirelet. Plan of chancel with north transept and south Lady chapel, and nave with aisles. Perpendicular style. Chancel has 5-light east window and windows high up to the south side over the Lady chapel which has a 3-light east window and 3 2-light south windows. North transept has a rose window over small lower windows. The fine octagonal spirelet is on the western corner of this has a top stage with cusped narrow louvre openings and a spire with finial. The 5-bay nave has aisles with small windows and stepped buttresses, those to north rising from a prominent roadside plinth. Tall 3-light clerestory windows above. West end has stepped angle buttresses and a fine traceried 5-light window over a moulded west doorway which is approached up a wide flight of steps with metal railings. INTERIOR. Chancel has stained glass in east window of 1905 by C. Kempe of Christ in Majesty and saints. Below is a fine and elaborate reredos of 1908 designed by Fowler and made by Bowman of Stamford. Reredos is of oak and the figures of the Crucifixion and saints are in pine and were carved by Bridgeman of Lichfield. Chancel has a wagon roof and a low stone screen and steps. Fine furnishings include clergy desks with poppyhead finials and carved animal armrests and three rows of choir stalls. Hexagonal stone font with open tracery panels and coved foot is integral to south east arcade arch. Brass eagle lectern. Lady chapel has window installed in 1976. Nave has impressive arch-braced roof with finely moulded collars. Arcades have quatrefoil piers with moulded capitals from which rise tall double-chamfered arches. Octagonal stone font with bowl supported on a clustered stem and an oak strapwork cover.

This is a fine-quality church by an architect who was well-known not only throughout the North of england and the Midlands but also elswhere. It uses the site well with a robust aisle wall fronting directly onto the adjacent lane and has an effective outline to this north front with a tall transept and elegant spirelet. The south side is treated differently with a Lady chapel and chancel windows above. This differing treatment makes for an effective chancel inside it also retains fine furnishings and stained glass. The nave is tall and impressive with large clerestory windows above moulded arcades. The whole of the interior is of stone it has fine roofs. Although the west front of 1931 is simpler than originally intended it is perhaps more effective with a large window over the long flight of steps up to the west door with prominent buttresses either side. This church also forms part of a significant group of historic buildings to either side and opposite. SK7090080588

From: "ALLEN, Tim" <Tim.Allen@english-heritage.org.uk>
To: Simon Britt <Simon.Britt@bassetlaw.gov.uk>, "barbara@southwell.anglican....
Date: 04/03/2011 10.04
Subject: RE: St Albans, Retford

Dear Nigel and Simon

The approach set out by Bassetlaw as below addresses statutory planning policy (PPS5) and strikes the correct balance between acknowledging the loss of significance resulting from the fire whilst recognising the potential to preserve and enhance surviving significance both in its own right and for the overall historic character of the area.

best wishes
Tim

Tim Allen
Inspector of Ancient Monuments & Historic Buildings
English Heritage
44 Derngate
Northampton
NN1 1UH
tim.allen@english-heritage.org.uk
Tuesdays 01604 735415
Other days 07770 610214

-----Original Message-----
From: Simon Britt [mailto:Simon.Britt@bassetlaw.gov.uk]
Sent: 09 February 2011 17:40
To: barbara@southwell.anglican.org
Cc: ALLEN, Tim
Subject: St Albans, Retford

Dear Nigel,

It was very useful to meet this afternoon and I am pleased that there are motions to do something with St Albans.

Marketing of the building is an important stage in determining its future. Policy (see PPS 5 Planning for the Historic Environment) for determining applications for listed buildings, including demolition, requires that applicants can demonstrate that there are no other potential owners and appropriate marketing has been undertaken.

Our recommended marketing strategy for Listed Buildings is as such:

1) Offer of the building(s) with unrestricted freehold or long leasehold at a realistic price reflecting the condition of the buildings and so far as ownership allows an appropriate curtilage (this latter point of curtilage is particularly important for listed buildings);

2) The marketing should be carried out by a suitable firm of chartered surveyors or estate agents who have a good knowledge both of the property and the local, national or niche market as appropriate;

3) Solicitors should ensure that the agents are aware of any restrictive covenants, rights of way, easements, etc and the nature of the title available. Particulars should then be produced which are appropriate for the type of property, including its Grade (if listed) and any other planning constraints ie. whether it is in a conservation area etc;

4) The property should be properly and extensively marketed, including placing advertisements in all relevant journals, both locally and, if appropriate, nationally or via the Internet. If the building is historic or listed then use should be made of specialist listings of historic buildings for sale, especially for unusual or problematic buildings. The size of advertisements and the regularity of insertions (e.g. bi-monthly) in the journals are important.

Professional advice from the selling agent is required. All enquiries and inspections should be recorded, and a proper audit trail kept, so that it can be demonstrated that every reasonable effort has been made to find a suitable purchaser for the property.

5) Assuming normal market conditions, the minimum period of active marketing would be six months. For listed buildings or during slow market conditions the Council may require a longer marketing period.

Due to the current market it is likely that 6 months may not be long enough. I would assume longer will be needed, therefore I would suggest that the marketing strategy is reviewed with the Council after 6 months.

I would recommend that any marketing strategy and particulars are agreed with the Council. Serious consideration should be given as to where the building is advertised, the building is a unique opportunity.

Use

The building is Grade II listed ~~and not currently~~ is in a conservation area. Bassetlaw District Council would consider many uses for the building provided that a use does not create or aggravate environmental, amenity, safety or traffic problems for the surrounding area. Use is not solely restricted to residential. The Council recognises that the need to rescue this building is a strong justification to take a reasonable approach to use.

Design

It doesn't need to be said that the building post fire has impacted its significance greatly. In bringing a new use to the building there may be an element of restoration to the building but there is likely to be good scope for unique and imaginative approaches. The Council is willing to consider such approaches but the need to assess the impact of any new proposals on the significance of the building shall still be required by any applicant.

I am always happy to discuss any matter further if needed and meet with any potential purchaser, let me know if you have any queries.

Regards,

Area designated late 2011

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Principal Conservation Officer
Planning Policy & Conservation
Bassetlaw District Council
Queen's Building
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NEW USES FOR CLOSED CHURCH BUILDINGS

Guidance from the Church Commissioners for purchasers and lessees

This leaflet guides you through the process of acquiring a Church of England church building closed for regular public worship. We welcome proposals for new uses and are happy to discuss your queries.

What happens when a church is closed?

Churches no longer required by the Church of England for public worship are formally closed under legislation known as the Mission and Pastoral Measure 2011.

The Mission and Pastoral Measure 2011 also sets out procedures for settling the future of these buildings. The main emphasis in the case of listed buildings or those in a conservation area is on finding suitable alternative uses.

Each diocese (the Church of England territorial unit roughly equivalent to a county) is responsible for seeking new uses for churches closed for regular public worship in its area. This work is carried out by a Diocesan Mission and Pastoral Committee (or a sub-committee thereof) in conjunction with the Church Commissioners. A firm of agents is usually appointed to conduct a marketing campaign.

Examples of alternative uses

Many suitable new uses have been found for closed churches including:

- places of worship for other Christian bodies
- civic, cultural or community use
- arts and crafts, music, drama centres or museums
- sports use
- storage
- office or light industrial use
- residential

Most proposals sensitive to the setting and history of each building will be welcome in principle.

Finding a closed church

If you have no particular building in mind please see details of closed church buildings available for disposal on the Church Commissioners' website (http://www.ccpastoral.org) or contact the Church Commissioners.

NEW USES FOR CLOSED CHURCH BUILDINGS

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Making an offer

Contact the local agents, the Diocesan Mission and Pastoral Committee (DPMC) Secretary or the Commissioners' regional caseworker (details are available on their website) if you are interested in acquiring a particular building. They provide your main link throughout the ensuing process.

The DMPC do not have power of disposal but will report to the Commissioners, who are responsible for settling the future of closed churches. Conditional acceptance of your offer will be subject to:-

- a process of consultation by public notice
- completion of a pastoral (church buildings disposal) scheme to authorise disposal of the property (including perhaps part or all of the surrounding land) for an agreed use
- compliance with the remaining legal procedures
- Church approval of detailed plans for any proposed structural alterations
- planning permission and listed building consent if required.

Role of Church Commissioners

The Commissioners decide the future of a closed church building, including the suitability of a proposed use. They also prepare a draft pastoral (church buildings disposal) scheme to authorise the proposed new use and will consult you or your solicitor about its contents.

They will then publish a notice in a local newspaper and make the draft scheme available for inspection over a 28 day period. They will adjudicate on any objections received (in practice these arise only occasionally).

Any resulting scheme will usually be made when planning permission and listed building consent, if required, have been granted. This allows the Commissioners (for sales) or the Diocesan Board of Finance (for leases) to enter into a formal contract and complete the remaining legal requirements. Every effort will be made to ensure early completion.

The scheme usually removes the legal effects of consecration.

Planning considerations

In drawing up conversion plans you will need to consider how these will fit in with the character of the building and its environment.

Closed church buildings are subject to most normal planning, listed building and conservation area controls. Planning permission is usually required for a change of use and

listed building consent for any significant alterations to a listed building. You are advised to contact the local planning officer to discuss your proposals as soon as possible.

The local planning authority may already have agreed a development brief on likely permitted uses or planning consent for change of use may already be in place. Check with the agents or DMPC Secretary for details.

Structural alterations

You will also need to submit to the agents or DMPC Secretary any plans involving structural alterations and the Commissioners will obtain expert advice on their suitability. You may, understandably, not wish to go to the expense of preparing detailed plans before acceptance of your offer is confirmed. Sketch or outline proposals are welcome at an early stage but more detailed plans are preferred before you submit your proposals for planning permission or listed building consent.

Plans and drawings

As a general rule plans and drawings should be of a quality required for listed building consent to assist a full understanding of the impact on the building. Usually they will include:

- a set of survey drawings of the building as existing
- floor plans showing proposed alterations
- elevations of the building or relevant parts of it after the proposed alterations, together with an indication of the materials and finishes
- sections showing the levels at which any proposed new floors will be inserted, the means of support, and the effect on windows, doorways, arches and arcades
- a site plan if new access and parking arrangements are intended, and any revision of the landscaping
- a plan showing the introduction of any mains services which will have a substantial effect on the fabric or archaeology of the building or site
- an initial archaeological report if there is to be any ground disturbance

All drawings should be to scale and the position of north shown.

Details, such as windows, doors, screens and galleries should be drawn to a larger scale. Supporting comments or photographs of the parts of the building affected by the proposals are helpful.

NEW USES FOR CLOSED CHURCH BUILDINGS
Guidance from the Church Commissioners for purchasers and lessees

Where there are human remains

Where land containing burials is to be included in a sale or lease the law requires the human remains to be removed and re-interred elsewhere. However, if your proposals would not involve any disturbance of the burials, an exemption from removal and re-interment may be granted by the Ministry of Justice. For the purposes of seeking such exemption we will need:

- plans on a scale of 1:200 showing the precise route of the service pipes and exact position and dimensions of any septic tank to be provided; and

- confirmation that the local authority and utility companies have agreed the siting of the main services, and any septic tank, and that service pipes will be laid at the minimum depth permissible.

To minimise the possibility of disturbance, service lines (if not there already) should as far as possible be laid under existing pathways. Between exchange and completion you may need to carry out bore-hole tests for service runs.

Rights of next of kin and personal representatives

The Bishop directs what will happen to any tombstones, monuments or memorials. Usually these are either left in place or removed prior to completion.

If necessary, the Commissioners or the diocese will issue further newspaper notices informing personal representatives of those buried or commemorated within the property of their own rights to remove any tombstones and (if disturbance is intended) human remains within two months of the date of the notice.

The sale or lease can be completed once these procedures have been carried out. If information required by the Commissioners or the diocese is provided without delay early progress will be facilitated.

What happens to the contents of a closed church building?

Contents will usually be removed from the building prior to completion of the sale or lease and this may be specified in the contract.

Occasionally contents may remain in situ. This can be provided for in the sale or lease documents or by separate loan agreement. If you have queries about the contents you should consult the agent or DMPC secretary.

Covenants

Covenants will be included when the property is disposed of.

These are designed primarily to:

- ensure the property is only used for authorised purposes
- protect it from any unauthorised alterations or demolition
- reassure local people and, if appropriate, enable public access to tend or visit any graves at agreed times
- protect against disturbance of any human remains, tombstones, monuments or memorials.

Changing circumstances

Through the covenants the church authorities retain an interest in what happens to the property. If in the future you wish to vary the authorised use, or carry out further alterations, your proposals will receive sympathetic consideration provided they continue to fit in with the character and setting of the property.

We want to work with you to ensure that the future of the closed church building is secure.

Summary of organisations involved

The Church Commissioners make the final decision on the future use of a church building closed for regular public worship and are responsible for any freehold disposal.

Other bodies are also involved:

- **Diocesan Mission and Pastoral Committees** seek suitable alternative uses for church buildings closed for regular public worship in their area and make a recommendation to the Church Commissioners. A firm of agents is usually appointed to market each property
- the **Diocesan Board of Finance** cares for a closed church building while a use is being sought and is responsible for leasehold disposals
- the **Statutory Advisory Committee of the Church Buildings Council** advise the Commissioners on proposals affecting closed church buildings (such as architectural changes).
- the **Local Planning Authority** is responsible for planning permission for a change of use and listed building consent for structural alterations to listed buildings. The latter may also involve consultation with English Heritage
- the **Ministry of Justice** is consulted where burials are involved. It has responsibility for issuing instructions on what is to happen to any human remains potentially affected.

NEW USES FOR CLOSED CHURCH BUILDINGS

Guidance from the Church Commissioners for purchasers and lessees

These notes offer general advice. You should refer to the sales particulars or contact the Agent, the DMPC Secretary, or the Commissioners' regional case officer for more information about specific buildings.

Please contact the Church Commissioners if you have any general enquiries.

Tel: 020 7898 1000 Fax: 020 7898 1873 Email: mpmcode@churchofengland.org

ADVISORY BOARD FOR REDUNDANT CHURCHES

CRITICAL INFORMATION SUMMARY

This Critical Information Summary has been issued by the Advisory Board for Redundant Churches to provide a synopsis of heritage and planning information relating to the named church which is subject to procedures under the Pastoral Measure 1983 as amended. The document is intended to assist the Church Commissioners and other ecclesiastical and secular planning authorities in the management of casework, and is issued without prejudice to the process of the 1983 Measure and to the needs of a third party to comply with the requirements of ecclesiastical or secular planning procedures. The information, for which the Board gives no warranty, was (to the Board's knowledge and belief) correct as at the date given on the document and is based on secondary sources and personal observation only. .

Parish	Ordsall, Retford	**Dedication**	St. Alban
County	Nottinghamshire	**Diocese**	Southwell

Address	London Road, Ordsall, Retford
Benefice & Archdeaconry	Ordsall
Local Authority	Bassetlaw District Council
NGR	SK 70 80
SMR	None

Date of redundancy	11-Jun-04
Uses approved	

Designations: LB, CA, SAM, SSSI, SINC, TPO etc.	Grade II (Sep-04)
Outline history of site & building	Ordsall developed in the early C20 from a small village to N and W of church site to become a suburb of Retford. The church was designed by Charles Hodgson Fowler and built in several stages: 1902-13: chancel, nave and aisles; 1931: W end to modified designs; 1970s: brick extension at Ne corner.
Location in townscape or landscape	On a corner site, facing onto A638 London Road.
Constituent parts of building & site	Aisled nave, chancel, N transept, S Lady Chapel, NE vestry and toilet.
Building: materials, plan form, construction sequence	Walls of limestone: exterior Weldon; interior Bath. Brick extension. Lower part of E wall of chancel & N transept unfinished. Boarded pitch-pine roofs covered with tiles. Spirelet roof covered with slate. The church is built in a simple and consistent Perpendicular style. **Nave** – 6 bays, with N & S aisles. Entry from W door and S aisle. High with a tall clearstorey. Arcades: quatrefoil piers with moulded Perpendicular capitals, tall pointed double chamfered arches. Roof: arch-braced with a collar. **Chancel** – 2 bays. Organ loft N, open arcade to lady chapel to S. Chancel furnishings incl. carved and painted reredos by C. H. Fowler. Wagon roof. **Lady chapel** – 2 bays. E door in NE corner.

Notable features & fittings of building (in chronological order)	• Choir furnishings designed by architect, 1908; • Stained glass by Kempe, 1905 (E window) • Stone hexagonal pulpit, integral to chancel arch • Organ c.1850; re-voiced 1926 by Bridley & Co (Sheffield), elec. Blower 1932, overhaul & rebuilt by Nelson & Co (Durham) 1957
War memorials	None.
Other buildings or pieces of land	Church hall adjacent to E of church.
Historical associations: people & events	

Human remains

Physical or documentary evidence of burials within church	None.

Condition

State of repair QIR, Structural Engr Rpt.	QIR - Jul-88: The structure of the church was generally sound, past movement to the chancel arch having been restrained by the iron tie. However, it was recommended that the cracks were monitored. The boundary wall of the site required some repair work.
Building at Risk Register: Local, national	

Planning and amenity issues

Local social & amenity profile	Suburban residential, school to the N, car salesroom to the W.
Local plan	
Suggested classes of use	
Availability & provision of mains/services/WCs	Electricity, WC.
Archaeological implications of alternative use (church/churchyard/site)	No recorded archaeological deposits prior to existing church.
Human remains considerations	None – no burials in church or curtilage.

Churchyard, Curtilage and planning

Status of churchyard	N/A
General character and setting of churchyard and curtilage	Curtilage – small. Steps lead up from London Road to W door. Concrete path runs along E & S sides of church.
Churchyard monuments, memorials & chapels	None.
Commonwealth war-graves	None.
Boundary walls & lychgate (N.B. war memorial gates)	Hedge to the S, low brick retaining wall with railings to W and N. E boundary formed by the church hall.

Churchyard or adjacent burial ground subject to Open Spaces Act	Not known.
Use dependent on availability of amenity land (not within churchyard or curtilage)	
Enabling development required/in place	Off-road parking on site of church hall ?
Relevant S.106 Agreement	
Access/egress to site (highways issues)	Access through simple gaps in the N & W boundary walls.
Parking on/off site, street	No on site parking

Flora & fauna

Protected species as listed by Countryside Officer	
Trees subject to Preservation Orders	2 large trees at W end of site

Records and references

	Pastoral Measure Report: 26-Jan-03 P10 form: 23-Apr-03 Inventory: Undated

ABRC assessment

Visual contribution of building & site	Of value as a feature on the townscape.
Assessment of archaeological potential	No known potential.
Overall heritage significance in local & national contexts	Of architectural quality and in principle worthy of listing. Demolition not considered acceptable in principle.

Date compiled	28-Apr-03
Updated	31-Jul-03; 16-Sep-04; 7-Oct-04

ADVISORY BOARD FOR REDUNDANT CHURCHES

CRITICAL INFORMATION SUMMARY

Parish	Retford	**Dedication**	St. Alban
County	Nottinghamshire	**Diocese**	Southwell

ANNEX 1: PREVIOUS ADVICE ON CONVERSION

Retention of features and/or characteristics without alteration	• Exterior silhouette • Nave and transepts of the church without addition or extension • Church interior without complete subdivision
Alteration of features and/or characteristics acceptable in principle	• Modest extension of the chancel and/or N transept to height of temporary brick wall finish and in materials in sympathy with original • Subdivision of S (lady) chapel from chancel, nave aisle from nave (to maintain building line outside line of arcades) • Removal or relocation of chancel furnishings (incl. pulpit)
Possible constraints upon development noted	• Provision of car parking represents a major constraint on development, although the site of the 1903 church hall to the E of the church might provide a suitable off-road parking area • Provision of suitable access for the disabled might present difficulty, although the S nave door (currently unused) offers a possible solution. A lift might be installed in either a further extension of the E end, or a modification of the 1970s N transept extension
Additional advice offered	• Notable trees on London road apron (TPO?)

ADVISORY BOARD FOR REDUNDANT CHURCHES

RETFORD, ST ALBAN: DIOCESE OF SOUTHWELL

Recommendations on features or characteristics for retention or alteration

The Board's recommendations should not be taken to indicate that listed building consent and/or planning permission will be granted for any or all of the alterations discussed, nor does the Board's advice affect the "general presumption in favour of the preservation of listed buildings" and the need for developers "to justify their proposals" and to "show why works which would affect the character of the listed building are desirable or necessary" (PPG 15, paragraphs 3.3 & 3.4).

Retention

(a) Exterior silhouette
(b) Nave and transepts of the church without addition or extension
(c) Church interior without complete sub-division

Alteration
In principle no objection would be raised to the following:

(a) Modest extension of chancel and/or N transept to height of temporary brick wall finish and in materials in sympathy with original
(b) Subdivision of S (lady) chapel from chancel, nave aisle from nave (to maintain building line outside line of arcades)
(c) Removal or relocation of chancel furnishings (incl. pulpit)

General considerations relating to development

- Notable trees on London Road apron (TPO?)

Constraints on development

- The provision of car parking represents a major constraint on development, although the site of the 1903 church hall to the E of the church might provide a suitable off-road parking area
- Provision of suitable access for the disabled might present difficulty, although the S nave door (currently unused) offers a possible solution. A lift might be installed in either a further extension of the E end, or a modification of the 1970s N transept extension.

Cowley House
July 2003