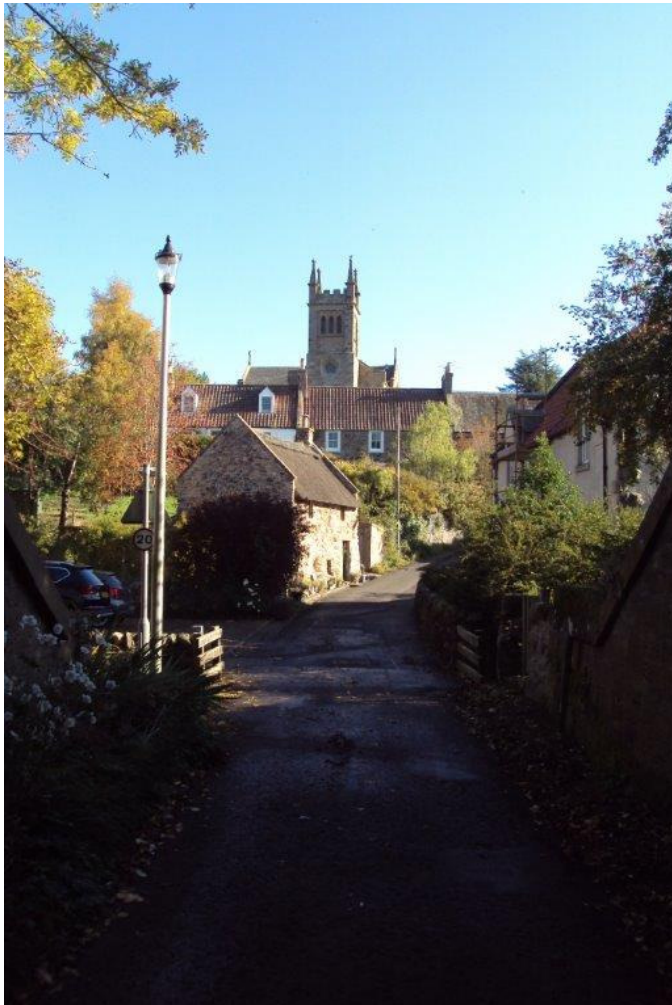


**DRAFT**



**COLLESSIE CONSERVATION AREA APPRAISAL  
and  
MANAGEMENT PLAN**



**ECONOMY, PLANNING AND  
EMPLOYABILITY SERVICES**

**DRAFT DEC 2018**

## **CONTENTS**

<b>1.0</b>	<b>Introduction and Purpose</b>
1.1	Conservation Areas
1.2	Purpose of this Document
<b>2.0</b>	<b>Location, History and Development</b>
<b>3.0</b>	<b>Character and Appearance</b>
3.1	Setting
3.2	Street Pattern and Topography
3.3.	Distinctive Architectural Styles, Detailing and Materials
3.4	Orientation and Density
3.5	Key Listed or Unlisted Buildings
3.6	Spaces
3.7	Trees and Landscaping
3.8	Activity and Movement
3.9	Views and Vistas
<b>4.0</b>	<b>Public Realm Audit</b>
4.1	Street Furniture
4.2	Signage
4.3	Surfacing
4.4	Information and Interpretation Boards
<b>5.0</b>	<b>Survey of Specific Issues</b>
5.1	Building Materials and Details
<b>6.0</b>	<b>Negative Factors</b>
6.1	Unsympathetic Modern Development or Conversion of Buildings
6.2	Replacement Windows and Doors
<b>7.0</b>	<b>Sensitivity Analysis</b>
7.1	Materials
7.1.1	External Renders
7.1.2	Cement Mortars
7.2	Colours
7.3	Alterations and Additions
<b>8.0</b>	<b>Buildings at Risk Survey</b>
<b>9.0</b>	<b>Opportunities</b>
9.1	Boundary Refinement
9.2	Article 4 Direction

<b>10.0</b>	<b>Conservation Strategy</b>
10.1	Planning Policy
10.2	Long Term Management
10.3	Customer Guidelines
10.4	Grants and Funding
<b>11.0</b>	<b>Monitoring and Review</b>
<b>12.0</b>	<b>Further Advice</b>
<b>13.0</b>	<b>Recommended Reading and Other Resources</b>

<b>Appendix 1:</b>	Collessie Conservation Area Boundary Description and Street Index
<b>Appendix 2:</b>	Listed Buildings within the Conservation Area
<b>Appendix 3:</b>	Existing Article 4 Direction use classes
<b>Appendix 4:</b>	Proposed Article 4 Direction use classes

## **1.0 Introduction & Purpose**

### **1.1 Conservation Areas**

In accordance with the provisions contained in the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 all planning authorities are obliged to consider the designation of conservation areas from time to time. Ceres conservation area is one of forty-eight conservation areas located in Fife. These are all areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Fife Council is keen to ensure that the quality of these areas is maintained for the benefit of present and future generations.

Conservation area designation is not a means to preserve an area without change, but there is a joint responsibility between residents and the Council to ensure that change is not indiscriminate or damaging and that the unique character of each area is respected. In this way, communities can benefit from living in an environment of recognisable value. A map showing the conservation area boundary is included below and a written description included in Appendix 1.

### **1.2 Purpose of this Document**

Collessie conservation area was first designated in 1984 in recognition of its special historical and architectural interest. The appraisal aims to:

- confirm the importance of the designation of the area and to review the current conservation area boundaries
- highlight the significance of the area in terms of townscape, architecture and history
- identify important issues affecting the area
- identify opportunities for development and enhancement
- stimulate interest and participation in conservation issues amongst people living and working in the area
- provide a framework for conservation area management





**Collesie Conservation Area**



Scale 1:2,000



**Economy, Planning & Employability Services**

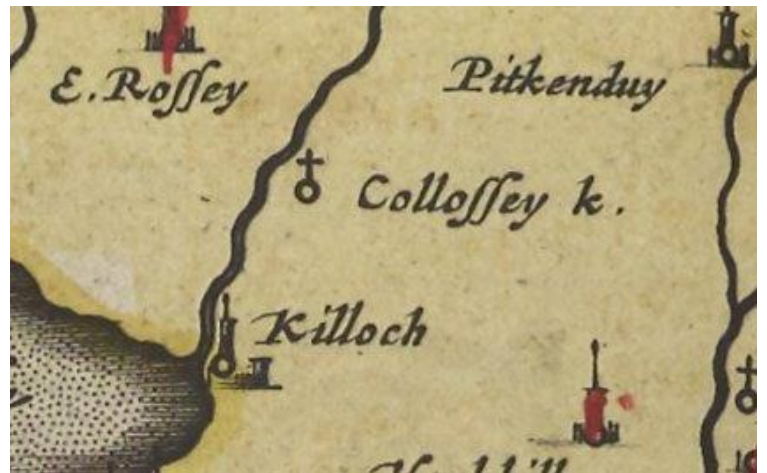
© Crown copyright and database rights 2018. Ordnance Survey 100023385 Aerial Photography © copyright Getmapping.

## 2.0 Location, History and Development

The village of Collessie is located approximately 10km west of Cupar, 9km south-east of Newburgh. Early documents from 13<sup>th</sup> century refer to the place as *Colesyn* or *Colethin*, or on early maps *Culesy* (Gordon 1642), and *Collossey* (Blaeu 1662). By the 18<sup>th</sup> century it had settled on the current spelling. The origin of the name is not clear but it may derive from the Gaelic '*cul*' or '*cuil*' meaning 'place in the corner of', plus the locational suffix '*-in*'; and '*eas*' meaning *waterfall* or '*lios*' meaning enclosure, hall.



Collessie Parish Church



Extract from Joan Blaeu map of 1662. Source: National Library of Scotland. Rossie Loch is shown in the bottom left corner a



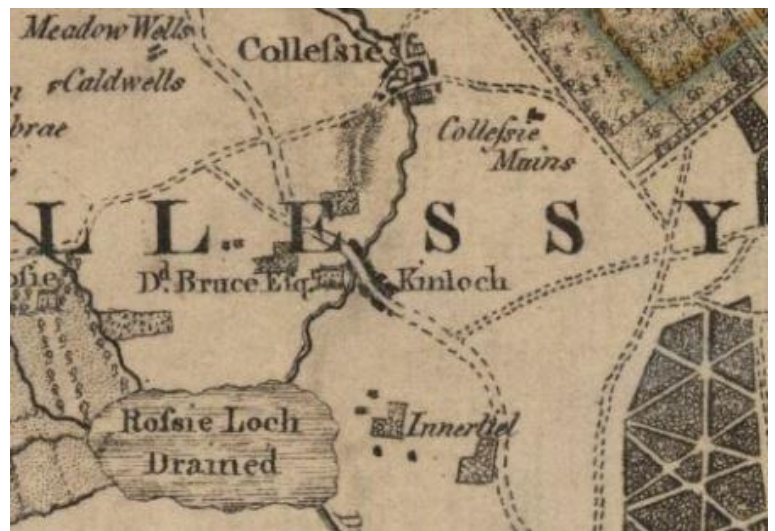
Culesy kirk and Loch Rossy. Extract from Robert and James Gordon map of 1642. Source: National Library of Scotland.



Extract from John Adair map of 1684. 'Hallhill' House shown to the east. Source: National Library of Scotland.

The focal point of the settlement has been, from the beginning, the church, latterly the parish kirk. The original church was dedicated by Bishop de Bernham in 1243 and belonged to the Abbey of Lindores. The church is shown on Robert and

James Gordon's map of 1642 but it is not shown on Blaeu's map of 1662. It is shown on the Adair map of 1684, but not shown on the Adair map of 1745. However, by the Ainslie map of 1775 it is shown with a small settlement, located just west of the c1700 Melville House (Adair in 1684 shows the previous 'Hallhill' House) and as the parish kirk for the parish of 'Colessy', which is boldly marked. The local minister in writing his entry for the *New Statistical Account* (NSA), published in 1845, complained about the very old church of Catholic design and offered his opinion that '*...there is no remedy but in a new one, which it is hoped will soon be erected.*' The present replacement church was built in 1839. The village benefited from the improvements of the agricultural revolutions of the 18<sup>th</sup> and 19<sup>th</sup> centuries.



Rossie Loch shown 'drained' and Collessie as a small settlement within the parish of 'Collessy'. Extract from Ainslie map 1775. Source: National Library of Scotland.

This included the draining of Rossie Loch to the SW, first in 1741, and again in 1805/06 when the drains were deepened and extended to the River Eden, which was also straightened and embanked (1787) to prevent the flooding of adjacent land. Rossie Loch had been, until then, the largest area of water in Fife, at almost 300 acres. The NSA also refers to extensive draining and enclosure improvements to the land. Substantial fir plantations were planted for wood for fencing, roofing and coal-props. 967 acres were planted in just one, common plantation. Large quantities were shipped from Newburgh to Newcastle for planks and coal-props.

*Slater's Directory* published 1852 refers to the village as '*of no importance in the way of business*'.

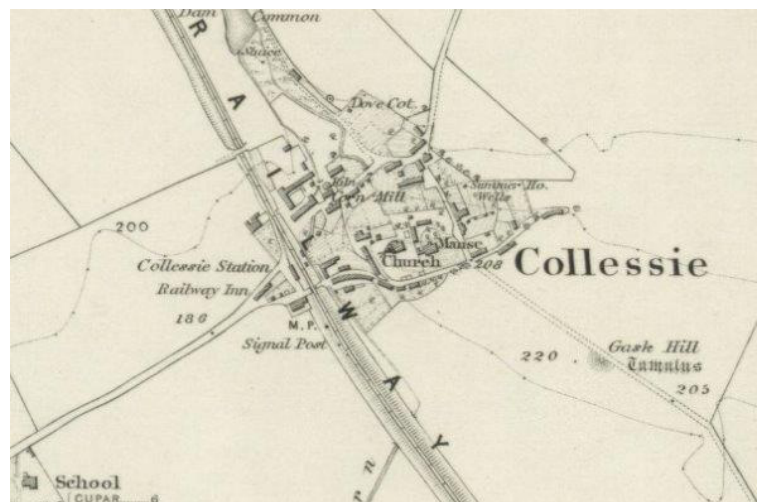


The village was never very big. The NSA notes the population at 180 whilst Barbieri's 1857 gazetteer notes 200. In the parish as a whole there were only 247, mostly employed in agriculture and trade, manufactures or handcrafts. Hand loom weaving was a cottage industry employing 200 people in the parish.



Extract from Sharp Greenwood & Fowler map of 1828. Proximity to the intersection of main roads shown to the SW. Source: National Library of Scotland.

The 1854 Six inch Ordnance Survey map shows a scattering of buildings around the church, with a corn mill and kiln to the north and a railway station to the west. A mill pond is shown slightly further north, next to the Common.



Extract from Ordnance Survey map of 1854. Source: National Library of Scotland. Note the new railway and station to the SW of the village.

The Old Statistical Account (OSA), compiled in the 1790s, notes that there are no turnpikes in the parish but that the roads and bridges, in general, are

in good repair. The 1845 NSA notes that *'The village is easily accessible from any quarter, being near the place where two roads cross each other by which the parish is intersected.'* These roads being Newburgh to Kirkcaldy and Cupar to Kinross. It also notes that *'The projected railway, for connecting the Forth and Tay, will run through the centre of the parish.'* The station opened in 1847. Barbieri's gazetteer of 1857 records that *'Collessie is a station on the Edinburgh, Perth, and Dundee Railway.'* The station eventually closed to both passengers (1955) and goods in 1965.

### 3.0 Character and Appearance

#### 3.1 Setting

The village is surrounded by open fields. The buildings merge into the landscape and are almost invisible when approaching from all three roads due to the low density, large number of trees and being set at a lower elevation in the Den burn, which flows through the village from NW to SE. The barrier formed by the embankment of the railway line screens the buildings from view from the west.



Collessie Den Burn



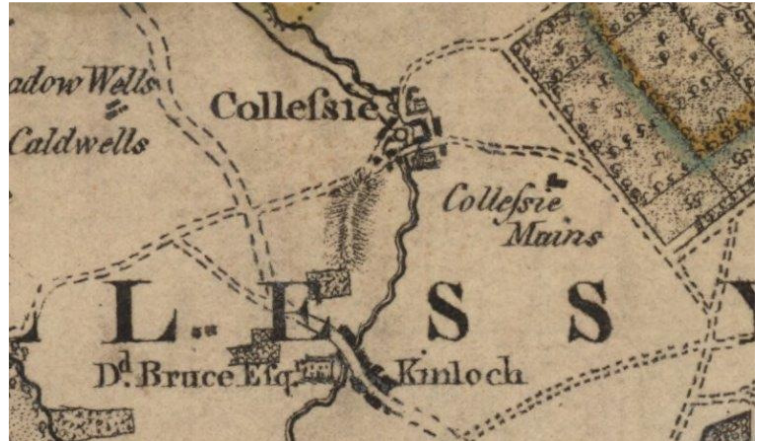
Railway line

#### 3.2 Street Pattern and Topography

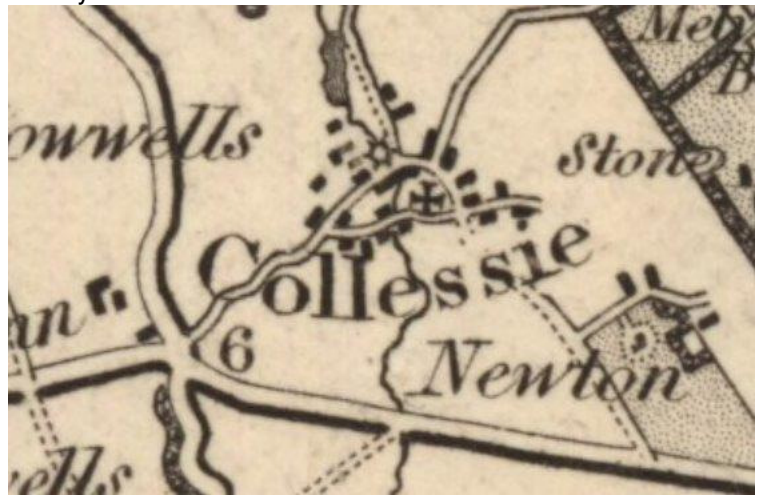
A gazetteer for 1857 (Barbieri's) describes Collessie as *'...a confused agglomeration.'* The village is located around a knoll at the foot of some low (around 200m) hills. The area to the north is designated as an *Area of Great Landscape Value*. The informal layout of the village is arranged around the triangle formed by the three roads. The parish church occupies a knoll at its centre.



The Collessie Burn flows through the village, from the NW to the S. The railway line follows the same route, above it, on a raised embankment. The combined effect, particularly of the latter, is to divide the westernmost houses in the village from the rest.



Extract from John Ainslie map of 1775. Source: National Library of Scotland.



Extract from Sharp Greenwood & Fowler map of 1828. Source: National Library of Scotland.



Extract from Ordnance Survey map of 1854. Source: National Library of Scotland.

### 3.3 Distinctive Architectural Styles, Detailing and Materials



Coursed square whin rubble laid in Aberdeen bond style with cherry cocking pinnings and sandstone freestone margins (Manse).

The conservation area is characterised by a diversity of simple vernacular buildings from the 18<sup>th</sup> century, some later re-modelled (including the manse), and from the 19<sup>th</sup> century. These contrast with a few higher status buildings in more architecturally conscious styles. Most buildings fall within the following broad types:

- Manse and parish church and village hall
- Single storey cottages 18<sup>th</sup> century cottages
- Modern – detached and semi-detached one and one and a half storey bungalows

An 1857 gazetteer notes that whinstone is quarried for building and a limited quantity of freestone is quarried, at Rankeilour. An 1863 directory lists a mason, David Stewart, at a windmill by Collessie. The NSA comments that there is '*...excellent whin or greenstone open in the parish; it is much used for building.*'

It is, therefore, not surprising to see that the majority of the historic buildings are built in local whinstone, rubble masonry, with freestone sandstone dressings. The Manse and Strad Cottage have squared whin. Most are bare, a few rough or sneck harled and painted, a few (19<sup>th</sup> century) smooth rendered. 22% (5) are thatched; 43% grey slated and 30% red pantile.

Almost half of the buildings are modern (post-1918). These are grouped mainly in three areas, two within the conservation area and one (The Steadings) partially.

#### 3.3.1 Thatch

Barbieri's Gazetteer for 1857 describes Collessie as '*...a confused agglomeration of thatched houses ...*'

John Gifford, in *The Buildings of Scotland. Fife*, published in 1988, notes only two thatched buildings and that '*Most of the thatch has now gone.*'

Although it is true to say that most thatched roofs have now been replaced with slates or pantiles, fortunately, there are currently five thatched buildings in the village.



The above Wee Hoose in the grounds of Cedar House retains its thatched roof although no longer habited.





Southview above has had the felt tiled roof replaced with thatch.



The above (and right) former washhouse has had the gables pitch reinstated and a thatched roof added.



West End cottage.



West End cottage in 1977. Source RCAHMS archive.



Rose Cottage



A late 19<sup>th</sup> century photograph showing the majority of buildings thatched

Whilst one has been lost since listing in the 1970s, two others have had thatch added. As a result the village has just over 2% of all the thatched buildings in Scotland and has the only collection of thatched buildings in Fife.



Southview and West End cottages

It is the only place where you can see two thatched buildings next to each other, giving an impression of what would have been common throughout Fife at one time, when thatch was the dominant roofing material. Braehead, below centre, noted on Statutory List as thatched in 1978; and Lomondview, on left, with thatch replaced with pantiles without consent in 1976. The former washhouse building in the foreground has since been altered and a thatched roof added. Southview above left has had a felt tiled roof replaced with thatch.





Eaves and raised gable wall head detail.

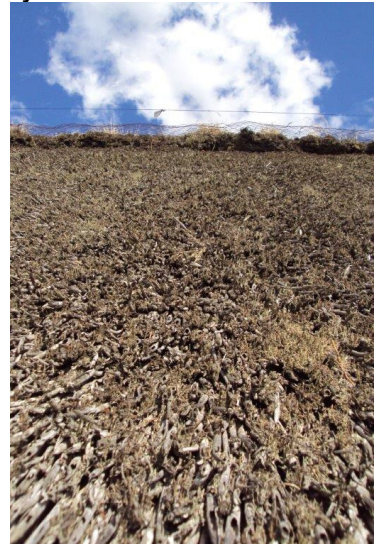


Tay River reed.



Early 1970s photograph. (Source: Canmore archive)

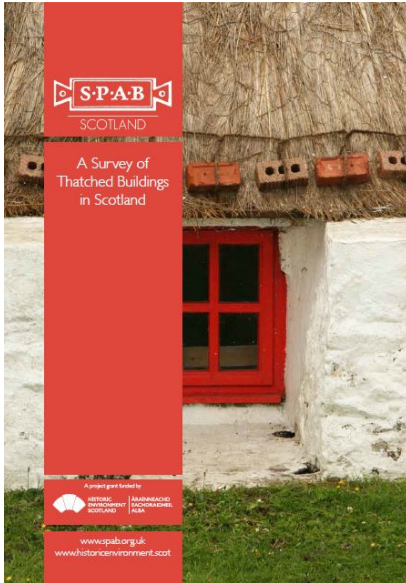
Earlier thatching materials are likely to have been replaced latterly with river reed from the commercial reed beds on the nearby Tay.



Gable board (above left) and turf ridge (above right) thatch details.

Under Historic Environment Scotland's **Historic Environment Support Fund** grants are available to owners of historic traditional thatched properties to help towards the cost of maintaining roof structures. <https://www.historicenvironment.scot/grants-and-funding/our-grants/historic-environment-support-fund/>

The report of a survey of thatched buildings in Scotland, by the Society for the Protection of Ancient Buildings (SPAB), during 2014-15, highlights the vulnerability and declining numbers of thatched buildings. It includes the following statement:



The report of a survey of thatched buildings in Scotland by the Society for the Protection of Ancient Buildings

*'Thatch provides a protective roof covering for many historic buildings, but in comparison with most traditional building materials it is almost ephemeral. Its relatively short lifespan means that in a generation or two a thatched roof can disappear if not adequately maintained. As such, thatch might be viewed as a good litmus test for the state of vernacular building conservation since problems with its care and repair become evident rapidly.'*

*Matthew Slocombe SPAB Director*

### 3.4 Orientation and Density

So far as the topography allows, most buildings are orientated with their longest elevation to the road, many south facing. Density is low and buildings are detached or in short rows with areas of garden ground and trees between. The modern buildings largely adopt a distinctly modern higher density and orientation.

### 3.5 Key Listed or Unlisted Buildings

There are eighteen statutory list entries for the conservation area (ref. Appendix 2 for full details and photographs). 61% are category C listed; and 39% category B.

The following buildings are noteworthy for their particular contribution to the special architectural and historic character and appearance of the conservation area.

#### Parish Kirk

Category B listed, built 1839, in a Gothic style, replacing the medieval church. Reflecting its importance as the parish church rather than just serving the village, set on a knoll it is highly visible in the surrounding countryside, yet less so within the village itself.

The **Tomb Of Sir James Melville of Halhill** (left)  
This elaborate renaissance stone tomb built for Sir



Collesie Parish Kirk



Tomb of Sir James Melville



James Melville (1535-1617), a noted courtier in the time of Mary, Queens of Scots, is the oldest building in the village. It was a derelict ruin before restoration by the community in 2004 with funding from Historic Scotland and the Heritage Lottery Fund. Works included masonry repairs, and the renewal of the oak and stone slate roof. It predates the current parish church and is an important link with the earlier origins of the village.



Victory Hall

### **Victory Hall**

Dated 1923 and opened in 1924. Erected '*by local effort at a cost of over £1000*'. Refurbished in 2000. Although located on the edge of the village it is a prominent, substantial, detached building. It is a significant building both culturally and for its contribution to the special character and appearance of the conservation area.

### **Thatched buildings**

The five listed 18<sup>th</sup> century hatched buildings noted in section 3.3.1 above are highly significant and their importance both to the conservation area and in a Fife-wide context cannot be over emphasised.

## **3.6 Spaces**

The Common and mill pond are located to the north and a park to the west, each just beyond the conservation area. Within the conservation area there is a small park adjoining the Common and open space near the former railway station and burn. The churchyard provides further public open space.



Park outside the CA



Park within the CA

### 3.7 Trees and Landscaping

There are many mature trees within the conservation area which adds to the special character. This includes a few individual trees of particular merit. The large, prominent, weeping willow left, is an example. The importance of most trees, however, is as part of a group, forming a backdrop to the village, or as a feature at the gateways to the conservation area. The group of semi mature beech and pine trees below, on the approach road to the village, is an important landscape feature.



Weeping Willow



View of village from NE, approaching from Monimail.



View looking out of conservation area NE towards Monimail.

The group of conifers, below, also form a prominent landscape feature.





Railway line trees in background above.



Ash



Blue Atlas Cedar



View of eastern edge of village from SE approach road.

The grounds of the Manse contain a collection of semi-mature and mature specimens, including beech, copper beech horse chestnut and a particularly prominent mature ash. The young trees located along the old railway line, left, provide an important background and setting to the village.



View of village from western approach road.

The large weeping ash, below, frames the arch leading into the church graveyard. The tree to the left is a prominent mature ash in the grounds of the adjacent manse. The blue atlas cedar, left, is another prominent tree in the grave yard.

There are no individual Tree Preservation Orders, however, all trees within the conservation area are protected and permission is required for felling or lopping.





Ash trees, looking south across churchyard.

### **3.8 Activity and Movement**

There is virtually no through traffic. The three roads leading into the village are all unclassified rural roads. The low population and absence of shops or school results in little activity or movement. Core paths and a cycle way pass through the village.

### **3.9 Views and Vistas**

Much of the special character and appearance of the area results from the intimacy and sense of discovery created by the ever-changing gradient and direction of roads. New views are constantly emerging. There are some quality vistas, particularly when approaching from the west, first of the thatched building gable wall and then of the church spire, when emerging from the railway embankment tunnel.



## 4.0 Public Realm Audit

### 4.1 Street Furniture



Post box opposite the Old Post Office.

A traditional post box opposite the former post office enhances the historic character and appearance of the conservation area. This, unfortunately, can easily be diminished by the casual use of 'heritage' furniture from a catalogue. Such street furniture can have a negative impact due to its poor quality or insensitive siting. If any street furniture is needed in the future it is best to procure high quality items to complement the architecture and character of the conservation area. If no historic precedent exists, the best option for any future replacements would be to procure high quality, inconspicuous, street lighting. Street lights with utilitarian steel columns of hollow circular section with simple lanterns are preferable to misleading reproduction 'period' lamps which have no historic basis and confuse the authentic character of the conservation area.



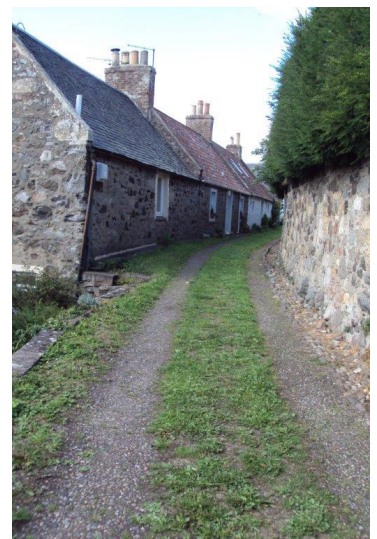
### 4.2 Signage

Historic street name signs contribute to the special character of the conservation area and should be retained where possible. The existing street signs are of a modern standard design. There is scope for replacing these with new signs of traditional design and materials, to complement the historic character. This could tie in with any new interpretation panels, improved street furniture and public realm resurfacing.



### 4.3 Surfacing

Little visible historic surfacing survives in Collesie. Street surfaces are significant as the foreground and setting for historic buildings. They also give cohesion and character to the streetscape as a whole. Historic surfaces if present often acquire the patina of time and past activity, and have cultural meaning. They are of their place and usually reflect local geology. Once removed such surfaces cannot easily be replaced. This remnant is, therefore, a significant reminder and should be protected.



Early photographs show no raised pavements and drainage channels to the sides of a roadway of compacted stone dust and chippings. The historic character of the conservation area could be greatly enhanced by choosing designs and materials which are less urban and formal. Soft edges without gutters and raised kerbs (using set channels instead) would be appropriate in most areas.

Surfacing within the conservation area generally does little to enhance the historic character of the conservation or setting of listed buildings. The agreement of a palette of historically complementary traditional materials to be used for all future surfacing within the conservation area is recommended. The most sympathetic surfacing compatible with modern vehicular traffic, for example, would be hot-rolled asphalt with rolled-in chippings, consistently sourced from a local quarry. This would also help differentiate the conservation area from surrounding streets.



#### **4.4 Information and Interpretation Boards**

There are community notice boards in the park just to the west of the conservation area and at the village hall. There are no interpretation or information boards, or signage to indicate that a conservation area exists or to explain what is of special architectural or historic interest. These are recommended.

#### **5.0 Survey of Specific Issues**

##### **5.1 Building Materials and Details**

The correct use of traditional materials and detailing is important in defining and enhancing the special character of the area. Roofs for example, form a significant character element in vernacular architecture. Where historic examples still exist they are particularly valuable in helping inform the choice of appropriate new materials or details. Materials or components have a limited life. Many will have already been renewed. It may not simply be a case of replacing like for like or retaining things as they were at the date of statutory listing if they are historically or architecturally inappropriate.



A mix of materials and styles used on the above pair of cottages.

The correct use of traditional building materials, methods and detailing can greatly enhance the historic character, as well as protect buildings. Scottish slate is very different in character and appearance to Welsh slate, for example. The profiles of red clay pantiles differ and any replacements should replicate the local vernacular design (the Roman style pantiles used above, for example, show an inappropriate profile). The particular mix and diversity of materials can be an



Thatch



Pantiles



Slate

important component of the character of an area. However, using similar types of slate, particularly on a single terrace of houses or cottages even though in different ownership, helps enhance their architectural and historic identity. Similarly, too great a variety of chimney can or ridge or skew treatments may have an adverse impact. The loss of cans or heads from redundant chimneys further diminishes the historic and architectural character.

The series of photographs to the left show the transition of a 1662 listed building, from thatched roof, to pantiled roof, to present day slated roof. The building now also has raised eaves, remodelled fenestration, modern rainwater goods, smooth cement render and chimney lost. Modern brilliant white masonry paint and stained wood windows completes the transformation. Lintels, including the dated one below, have been relocated to the adjoining 1960s building, further erasing any trace of the original building.



Dated lintel on former village wash house. Source: Canmore archive.

## 6.0 Negative Factors

One of the challenges faced by the historic environment, as identified in the Scottish Historic Environment Policy (SHEP) which sets out the Scottish Ministers' policies for the historic environment, is:

*"...inappropriate change that reduces the cultural significance, or detracts from the appearance or*



quality of conservation areas.”

## 6.1 Unsympathetic New Development or Conversion of Buildings



'The Steadings' development on the site of the former corn mill.

The Historic Environment Scotland publication ***New Design in Historic Settings*** sets out broad principles and provides examples to help achieve good design in historic settings. Referring to Scotland's historic villages it states: *"...it is important not only to identify and to protect their character and setting but also to ensure that new development responds to their existing form and layout. Successful new design frequently grows out of a careful study and analysis of the nature, form and history of a specific place. This helps identify the 'DNA' of a place – how it has come down to us today and what were the key factors that have influenced its current form. It is important to stress that this process of analysis does not only describe what currently makes up a place – the form, layout and materials used – but it also involves understanding how its individual elements were created and why they took the form they did. Getting behind the appearance of a place is crucial to understanding and appreciating the linear patterns of development within a historic burgh, a planned neo-classical suburb or a 20th-century new town. Each place has its own character and its own story to tell."*



Modern development in the centre of the conservation area.

More than 40% of houses in the conservation area are modern. They are largely on previously undeveloped land. The result of such infill, particularly if it is of a design which has no sense of place, is to change the essential character and



appearance of the area. The context and setting of the listed buildings can also be adversely affected.



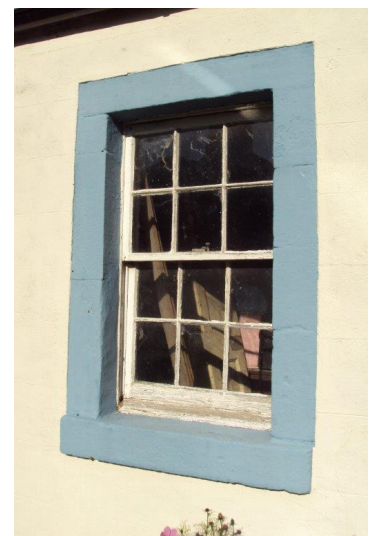
A modern garage and house on previously undeveloped land, dominating the view and setting for the listed parish kirk and thatched building (left).

## 6.2 Replacement Windows and Doors

In vernacular buildings, windows and doors have a proportionally much greater influence on their special historic and architectural character and appearance. Modern double glazed windows can have an adverse impact if the frame and astragal widths and detailing are inappropriate. Large gaps between the panes of glass affect the reflective and refractive characteristics. Trickle vents, 'horns', glazing beads, wide frames and metallic spacers between panes can all give a modern appearance.

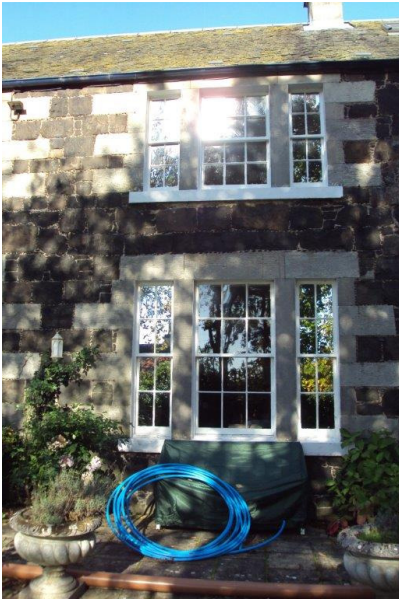


An example of the negative impact of modern style windows on a prominently located, 18<sup>th</sup> century, listed building.



Typical traditional cottage style window and door.





Unusual pair of tri-partite windows.

Fife Council Planning Customer Guidelines *Windows in Listed Buildings and Conservation Areas* are available online on [www.fifedirect.org.uk](http://www.fifedirect.org.uk).

There is additional guidance in their following publications:

- *Guide for Practitioners 3: Conservation of Timber Sash and Case Windows Historic Environment Scotland 2002;*
- *Looking After Your Sash and Case Windows Historic Environment Scotland 2003;*
- *Historic Environment Scotland Policy Guidance for Windows in Listed Buildings and Conservation Areas.*

## 7.0 Sensitivity Analysis

### 7.1 Materials

#### 7.1.1 Concrete Roof Tiles

Over half (55%) of modern buildings have concrete roof tiles. These are inappropriate and should be replaced with slates or clay pantiles, as appropriate, at the first opportunity. 43% of historic buildings have grey slate roofs whilst only 28% of modern buildings have them. The figures for red pantile roofs are 30% and 17% respectively.

#### 7.1.2 Cement Mortars

Modern cement mortars and renders have been inappropriately used on traditional masonry buildings throughout the conservation area. These types of mortar are harmful from a technical viewpoint as they trap moisture within the masonry and accelerate decay. In addition to trapping moisture, cement-rich mortars and renders do not absorb moisture either directly or through drawing it from the less porous adjacent stone to allow it to freely dissipate over a large surface area. Instead the adjacent stone will absorb a greater proportion of the moisture. Depending on the location it may also absorb run-off from adjacent surfaces. The combined result will be the accelerated decay of the stone. This is less an issue with whin stone but the softer sandstone margins have to work harder and suffer proportionally greater weathering.



Contrasting modern cement render with softer more traditional finish.

Aesthetically such mortars are historically incorrect and neither protect nor enhance the special character of either buildings or the area. Traditional lime mortars, harls and colour washes should be used rather than wet dash modern cement renders, mortars and masonry paints.

Even where masonry has been repointed using lime mortar great care needs to be taken not to damage the stone arises when preparing joints and over-widening them. The combined effect if the mortar used is also over-white due to poor workmanship or use of the wrong type of lime can be, despite good intentions, to dramatically change the special character and appearance of the building.

## 7.2 Paints and Colours

There is widespread use of modern film-forming masonry paints. As indicated above, these types of paint are harmful from a technical viewpoint as they trap moisture within the masonry and accelerate decay.

Also, the choice of colour can greatly affect the character of a historic building or area. Care needs to be taken to avoid non-traditional colours which have no historic precedent and may detract from the special character and appearance of the area. Within the conservation area brilliant white, which was not historically available, is widely used for windows. Off-whites (not creams) are historically more appropriate. Finishes would also have been softer and not the modern high gloss/ high sheen finishes generally used. Certain dark colours may be more appropriate for windows, having a historic precedent. Colours should be restrained as intense colours were historically not generally available.



Traditional lime wash



Traditional lime wash



Traditional lime wash

Primary colours should be avoided for doors although strong traditional colours in deep shades are acceptable. Modern wood stains and varnishes are historically inappropriate and should not be used for external woodwork. Unless stone is of poor quality/durability or harled or rendered, masonry should, generally, not be painted. Door and window margins were originally unpainted or, if the wall was lime-washed, painted the same colour. Ashlar should never be painted. If the case is made for painting masonry, modern film-forming paints should be avoided in favour of lime-washes or liquid silicate paints which allow the masonry to 'breathe'. Lime based paints are preferable as they produce a less uniform, more historically authentic finish.

Fife Council has produced guidelines on painting the exterior of buildings in conservation areas which describes, with examples, the basic principles which should be followed. This publication *Guidelines on Painting the Exterior of Listed and Unlisted Buildings in Conservation Areas* is available online on [www.fifedirect.org.uk](http://www.fifedirect.org.uk)

### 7.3 Alterations and Additions

The introduction of a new architectural feature to a listed building should be avoided if there is no historic precedent or evidence for it. An addition such as a porch, a dormer window, roof window or French window may harm the special character of the building and the area. For example, modern roof windows introduce an alien architectural element, indicative of modern loft conversions, which fundamentally changes the historic character



of the building and area.

Roofs are, proportionately, highly significant in simple vernacular buildings, often representing over half the visible elevation area. When the buildings are also single storey, the negative impact is amplified. Historic Environment Scotland guidance, *Managing Change in the Historic Environment. External Fixtures*, warns of the potential, cumulative, detrimental effect of such incremental damage caused by relatively small scale but inappropriate additions. Historic Environment Scotland guidance, *Managing Change in the Historic Environment. Extensions* is relevant and should be followed.

## 8.0 Buildings at Risk Survey

There is one building in the conservation area on the Buildings at Risk Register for Scotland maintained by Historic Environment Scotland. The category C listed west end wash house (left) is described as in very poor condition and at high risk. In addition, the adjacent former post office building (below) is a roofless derelict shell and should be added to the register.



Former west end wash house.



Former post office.

## 9.0 Opportunities

### 9.1 Boundary Refinement

The proposal is to refine the conservation area boundary by the inclusion of park to the west; and the inclusion of the south side of the road passing beneath the former railway bridge to south. Otherwise the existing conservation area boundary,



designated in 1984, is appropriate and does not need any further modification in light of any major development proposals or significant changes in architectural or historical interest in the area.

## **9.2 Article 4 Direction**

In order to properly ensure that the character of a conservation area is not affected by inappropriate alteration or development, additional controls are generally used by making what is known as an Article 4 Direction (Article 4 of the Town and Country (General Permitted Development) Scotland, Order 1992). Article 4 Directions are in place in all existing conservation areas in Fife and they can be varied according to the particular needs and character of an area.

Although the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 widened the scope of permitted development, it also included text recognising that many development rights did not apply to conservation areas. These changes made many of the Council's Article 4 Directions obsolete because the majority of householder development in conservation areas will now automatically require planning permission under the terms of the Order.

However, in the 2012 Amendments to the Order, the exemption of conservation areas from permitted development have not been included against every type of development. Some small scale developments such as flues or those with a floor area of less than 1msq have become permitted development with no caveats about conservation areas. While the impact of these developments would normally be minimal, in a conservation area they could still detract from the setting of historic buildings or the overall historic townscape.

Therefore it is proposed to maintain several of the Article 4s in Fife's Conservation Areas to maintain a suitable level of protection from detrimental development. Appendix 4 sets out the Article 4s which it is proposed are maintained across all the Conservation Areas in Fife. The proposal is therefore to remove all Article 4 Directions and then simultaneously designate them

## **10.0 Conservation Strategy**

## 10.1 Planning Policy

The policies contained in this management strategy complement the conservation area appraisal, and comply with:

- Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997
- Planning etc. (Scotland) Act 2006
- Historic Buildings and Ancient Monuments Act 1979
- Town and Country (General Permitted Development) (Scotland) Order 1992
- Historic Environment Scotland Policy Statement, June 2016
- Scottish Planning Policy – 2014
- Planning Advice Note 71: Conservation Area Management – 2005
- Approved TAYplan (2017)
- FIFEplan Local Development Plan 2017
- Article 4 Directions (Article 4 of the Town and Country (General Permitted Development) (Scotland) Order 1992)
- Making Fife's Places Planning Policy Guidance 2015

TAYplan, through Policy 9: Managing TAYplan's assets, C. Safeguarding the integrity of natural and historic assets, aims to ensure that Local Development Plans ensure responsible management of natural and historic assets including townscapes, archaeology, historic buildings and monuments. A consideration of all assets will form part of the 'place-based' approach in Policy 2 to ensure the benefits of historic assets are maximised, by incorporating and enhancing them.

FIFEplan – Local Development Plan 2017. Planning Policy is currently being updated through the production of a Local Development Plan for the whole of Fife. Policy context is provided in:

Policy 1 – Policy Principles

Policy 14- Built and Historic Environment

While the above Local Plan policy framework provides the Development Control context to secure ongoing preservation/enhancement of the area in a sensitive manner, and to secure that preservation/enhancement in the long-term, the Local Plan also places great importance on the benefits which regeneration initiatives can provide.

## **10.2 Long Term Management**

The policies contained within Local Development Plan 2017 provide continuing commitment to regeneration and enhancement of the built heritage. Fife Council takes enforcement action against unauthorised development. This is further supplemented by the use of urgent and full repair notices that are most commonly applied under Building Regulations legislation. Where necessary the Council is also committed to the use of Compulsory Purchase to secure the repair or redevelopment of buildings and sites.

## **10.3 Customer Guidelines**

In addition to the statutory plan framework outlined above, Fife Council has a series of Planning Customer Guidelines that supplement the adopted policy framework and provide general and specific guidance and set design standards for conservation areas. Relevant Planning Customer Guidelines from the series include:

- Windows in Listed Buildings and Conservation Areas
- Painting the Exterior of Listed and Unlisted Buildings in Conservation Areas

## **10.4 Grants and Funding**

There are no grant schemes available or planned for Collessie conservation area in the foreseeable future. Limited grants may be available from Historic Environment Scotland for listed buildings in need, such as buildings at risk, and these are assessed competitively. Historic Environment Scotland support for conservation areas is channelled through local authorities and target those conservation areas that are most in need of regeneration. Refer to <http://www.ffhb.org.uk/> for other potential sources of funding.

## **11.0 Monitoring and Review**

There are currently no formal monitoring programmes in place for Collessie conservation

area. It will be reviewed annually on an informal basis by one of Fife Council's Conservation Officers. Policies relating to the Conservation Area will also be reviewed at five year intervals with the production of the relevant Local Plan.

## **12.0 Further Advice**

For general advice contact:

Conservation Officer  
Fife Council  
Economy, Planning and Employability Services  
Kingdom House  
Kingdom Avenue  
Glenrothes  
KY7 5LY  
Telephone: 08451 555 555 (X476998)

## **13.0 Recommended Reading and Other Resources**

Gifford, J. (1988), *The Buildings of Scotland – Fife*, London: Penguin Books

Lamont-Brown, R. (1988), *Discovering Fife*, Edinburgh: John Donald Publishers Ltd

Omand, D. (2000) (ed), *The Fife Book*, Edinburgh: Birlinn Ltd

Taylor, S. and Markus, G. (2008), *The Place-names of Fife*, Glasgow: Shaun Tyas

Pride, G.L. (1999), *The Kingdom of Fife – The Fife Book. An Illustrated Architectural Guide*, Edinburgh: Inglis Allen

*Thatch and Thatching Techniques: Guide for Conserving Scottish Thatching Traditions; Historic Scotland; Technical Advice Note 4, 1996 (PB), ISBN 0 9517989 7 9*

*The Archaeology of Scottish Thatch; Historic Scotland; Technical Advice Note 13, 1998 (PB), ISBN 1 900168 49 9*

Cairdean Nan Taighearn Tugha (Friends of the

thatched house) founded 1985 Tiree

Historic Environment Scotland (2016) A Survey of Thatched Buildings in Scotland

Fife Place Names

<https://fife-placenames.glasgow.ac.uk/placename/?id=2554>

## APPENDIX 1

### BOUNDARY DESCRIPTION AND STREET INDEX FOR COLLESSIE CONSERVATION AREA

#### Description:

Commencing at the most northerly point of the village, on the unclassified road to Monimail; thereafter, following this road southwards to the northern tip of the Village Hall grounds; thence, following the north-eastern boundary of said hall, south eastwards for some 70 metres; thereafter, east and south-east, following the boundaries between the fields with parcel numbers 8729 and 7126, to the south east corner of "The Wee Hoose", in the grounds of "Cedar House"; thence, south westwards, following the southern boundary of said house grounds to its meeting point with the unclassified road to the A91(T); thereafter, over the unclassified road to follow the northern boundary thence, following the said burn north-westwards, to the Collessie Burn; thence, following the said burn north-westwards for some 70 metres to its meeting point with the road; thereafter, following the southern boundary of this road south-westwards, under the railway line to the northerly-most point of the grounds of "Southview"; thence, south-east and south-west following the eastern and southern boundaries of the grounds of "Southview", as far as the meeting point with the north-eastern boundary of the field with parcel number 4100; thereafter, following this boundary round north-westwards, then south westwards, to the south western-most point of the village, on the unclassified road to Trafalgar at the Crossroads of the B937 and the A91 (T); thence, north-eastwards, following the north-western boundaries of "West End" and "West End Cottage" for some 100 metres to the eastern boundary of the railway line with Collessie Mill Farm Steading; thence, north eastwards for some 60 metres along the north western boundary of "Hill Cottage", to a point on the Collessie Burn; thereafter, following the burn northwards to a point, on the south-western boundary of the field with parcel number 6145; thence, following said field boundary south eastwards for some 50 metres, then north-eastwards for some 80 metres to the most northerly point of the grounds of "Shuttle Cottage", and the point of commencement.

#### Street Index:

Village Hall  
Tynet  
Mansegates  
Strad Cottage  
Cedar House  
Arkson, Rodgers Place  
Bramalea, Rodgers Place  
Lhanbryde, Rodgers Place  
The Glebe  
Parish Church  
House, Braehead  
House, Braehead  
Lomond View, Braehead  
Sunnyview  
Carrford  
Southview  
West End  
West End Cottage

Rose Cottage  
Ivy Cottage  
Farm Steading, Collessie Mill Farm  
Hill Cottage  
Shuttle Cottage

**APPENDIX 2**

**LISTED BUILDINGS IN THE CONSERVATION AREA**



## APPENDIX 3

### EXISTING ARTICLE 4 DIRECTION USE CLASSES

Collessie Conservation Area was designated in 1984. The following Article 4 Direction under The Town and Country Planning (General Permitted Development) (Scotland) Order 1992 is effective for the area as from 13<sup>th</sup> April 2005 (approved by Scottish Office on 21st July 2005).

<b>Use Class</b>	<b>Summary Description of Use Class</b>	<b>Requirement for Use Class</b>
Part 1 Class 1	The enlargement, improvement or other alteration of a dwellinghouse.	To protect the special character, fabric and layout of an historic building and the surrounding area in order to prevent uncontrolled site coverage.
Part 1 Class 3	The provision within the curtilage of a dwellinghouse of any building or enclosure, swimming or other pool required for a purpose incidental to the enjoyment of the dwellinghouse, or the maintenance, improvement or other alteration of such a building or enclosure.	To protect the historic fabric, special character and visual amenity of the area.
Part 1 Class 6	The installation, alteration or replacement of a satellite antenna on a dwellinghouse or within the curtilage of a dwellinghouse.	To protect the special character, fabric and layout of an historic building and the surrounding area in order to prevent uncontrolled site coverage.
Part 2 Class 7	The erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure.	To prevent indiscriminate repair of the historic fabric (garden walls and structures) through use of inappropriate building methods and materials or inappropriate alteration or new build within the boundaries of the gardens.
Part 2 Class 8	The formation, laying out and construction of a means of access to a road which is not a trunk road or a classified road, where that access is required in connection with development permitted by any class in this Schedule other than Class 7.	To prevent unmitigated development and inappropriate alteration and/or development within garden ground.
Part 9 Class 27	Repairs to Private Roads and Private Ways	
Part 12 Class 30	The erection or construction and the maintenance, improvement or other alteration by a local authority of certain buildings, works or equipment.	To protect the special character, fabric and layout of an historic building and the surrounding area in order to prevent uncontrolled site coverage.
Part 12	The carrying out by a roads authority on land outwith but adjoining the boundary of an existing	To protect the historic fabric of the area and ensure the replacement and repair of such areas is carried out sympathetically using appropriate building

Class 31	road or works required for or incidental to the maintenance or improvement of the road.	methods and materials where applicable.
Part 12 Class 33	The carrying out within their own district by a planning authority of works for the erection of dwellinghouses; any development under the Housing (Scotland Act 1987 (b)); any development under any enactment the estimated cost of which does not exceed £100,000.	To protect the townscape and aesthetic integrity of the area by ensuring that new development is sympathetic in design, layout, fabric and character.
Part 12 Class 35		
Part 13 Class 38	Development for the purposes of water undertakings.	To protect the special character, fabric and layout of an historic building and the surrounding area in order to prevent uncontrolled site coverage.
Part 13 Class 39	Development for a public gas supplier required for the purposes of its undertaking.	To protect the historic fabric of the area and ensure the replacement and repair of such areas is carried out sympathetically using appropriate building methods and materials where necessary.
Part 13 Class 40	Development by statutory undertakers for the generation, transmission or supply of electricity for the purposes of their undertaking.	To protect the historic fabric of the area and ensure the replacement and repair of such areas is carried out sympathetically using appropriate building methods and materials where necessary.
Part 13 Class 41	Tramway or road transport undertakings.	To protect the historic fabric of the area and ensure the replacement and repair of such areas is carried out sympathetically using appropriate building methods and materials where necessary.
Part 13 Class 43	Development required for the purposes of the Post Office.	To protect the townscape form indiscriminate installation of boxes, pouches or machines.
Part 13 Class 43A		

## APPENDIX 4

### PROPOSED ARTICLE 4 DIRECTION USE CLASSES

#### Class 3D

The erection, construction, maintenance, improvement or alteration of any deck or other raised platform within the curtilage of a dwellinghouse for any purpose incidental to the enjoyment of that dwellinghouse.

*(The Order permits development under Class 3D for structures that are under 3m in height and less than 4msq in area. It is proposed to extend the exemption from permitted development to all such structures).*

**Class 6C-**

The installation, alteration or replacement of a flue, forming part of a biomass heating system, on a dwellinghouse or building containing a flat.

**Class 6D**

The installation, alteration or replacement of a ground source heat pump within the curtilage of a dwellinghouse or building containing a flat.

**Class 6E-**

The installation, alteration or replacement of a water source heat pump within the curtilage of a dwellinghouse or building containing a flat.

**Class 6F**

The installation, alteration or replacement of a flue, forming part of a combined heat and power system, on a dwellinghouse or building containing a flat.

*(In the case of Class 6C-F the permitted development is allowed on all except the principle elevation. It is proposed to remove the permitted development for any elevation).*

**Class 6M**

The extension or alteration of an industrial building or a warehouse for the purpose of either or both—

(a) the generation (including cogeneration) of energy from burning biomass;

(b) the storage of biomass

including works for the installation, alteration or replacement of a flue forming part of the biomass equipment.

**Class 7**

The erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure.

**Class 8**

The formation, laying out and construction of a means of access to a road which is not a trunk road or a classified road, where that access is required in connection with development permitted by any class in this Schedule other than Classes 3E or 7.

**Class 10**

Development consisting of a change of use of a building or land to a use within Class 1 (shops) from a use;

- within Class 2 (financial, professional and other services);
- for the sale of hot food for consumption off the premises;
- within Class 3 (food and drink); or
- for the sale or display for sale of motor vehicles.

(2) Development is not permitted by sub-paragraph (1)(c) of this class if the change of use is of a building whose total floor area exceeds 235 square metres.

#### **Class 11**

Development consisting of a change of use of a building or land to a use within Class 2 (financial, professional and other services) from a use within Class 3 (food and drink) or a use for the sale of hot food for consumption off the premises.

#### **Class 12**

Development consisting of a change of use of a building or land to a use within Class 4 (business) from a use within—

- (a) Class 5 (general industrial); or
- (b) Class 6 (storage or distribution).

#### **Class 13**

(1) Development consisting of a change of use of a building or land to a use within Class 6 (storage or distribution) from a use within—

- (a) Class 4 (business); or
- (b) Class 5 (general industrial).

(2) Development is not permitted by this class if the change of use relates to more than 235 square metres of the floor area in the building.

#### **Class 20 - Land drainage works**

The carrying out of any works required in connection with the improvement or maintenance of watercourses or land drainage works.

#### **Class 23**

The extension or alteration of an industrial building or a warehouse.

#### **Class 24**

(1) Development carried out on industrial land for the purposes of an industrial process consisting of—

- (a) the installation of additional or replacement plant or machinery;

- (b) the provision, rearrangement or replacement of a sewer, main, pipe, cable or other apparatus; or
- (c) the provision, rearrangement or replacement of a private way, private railway, siding or conveyor.

**Class 28**

(1) The carrying out of any works for the purposes of inspecting, repairing or renewing any sewer, main, pipe, cable or other apparatus, including breaking open any land for that purpose.

**Class 30**

- (1) The erection or construction and the maintenance, improvement or other alteration by a local authority of—
- (a) any building, works or equipment not exceeding 4 metres in height or 200 cubic metres in capacity on land belonging to or maintained by them, being building, works or equipment required for the purposes of any function exercised by them on that land otherwise than as statutory undertakers;
  - (b) street furniture required in connection with the operation of any public service administered by them.

**Class 38- Water undertakings**

- (1) For the purposes of water undertakings development of any of the following descriptions—
- (a) the laying underground of mains, pipes or other apparatus;
  - (b) the installation in a water distribution system of a booster station, valve house, meter or switch-gear house;
  - (c) the provision of a building, plant, machinery or apparatus in, on, over or under land for the purpose of survey or investigation;
  - (d) any other development carried out in, on, over or under the operational land other than the provision of a building but including the extension or alteration of a building.

**Class 40- Electricity undertakings**

- (1) Development by statutory undertakers for the generation, transmission or supply of electricity for the purposes of their undertaking consisting of—
- (a) the installation or replacement in, on, over or under land of an electric line and the construction of shafts and tunnels and the installation or replacement of feeder or service pillars or transforming or switching stations or chambers reasonably necessary in connection with an electric line;
  - (b) the installation or replacement of any electronic communications line which connects any part of an electric line to any electrical plant or building, and the installation or replacement of any support for any such line;
  - (c) the sinking of boreholes to ascertain the nature of the subsoil and the installation of any plant or machinery reasonably necessary in connection with such boreholes;
  - (d) the extension or alteration of buildings on operational land of the undertaking;
  - (e) the erection on operational land of the undertaking of a building solely for the protection of plant or machinery; and
  - (f) any other development carried out in, on, over or under the operational land of the undertaking.

**Class 70- A building operation consisting of the demolition of a building.**

(3) Development is permitted by this class subject to the following conditions:—

(a) where demolition of the building is urgently necessary in the interests of safety or health the developer shall, as soon as reasonably practicable, give the planning authority a written justification for the demolition;

