

**ANGUS COUNCIL**

**DEVELOPMENT MANAGEMENT REVIEW COMMITTEE – 13 FEBRUARY 2018**

**ST MARGARET'S CHURCH, FORFAR**

**REPORT BY THE HEAD OF LEGAL AND DEMOCRATIC SERVICES**

**ABSTRACT:**

The Committee is asked to consider an application for a review of the decision taken by the planning authority in respect of the refusal of planning permission for the demolition of existing church and erection of proposed new build community church facility, application No 17/00442/FULL, at St Margaret's Church, 62 West High Street, Forfar.

**1. RECOMMENDATIONS**

It is recommended that the Committee:-

- (i) review the case submitted by the Planning Authority (**Appendix 1**);
- (ii) review the case submitted by the Applicant (**Appendix 2**);
- (iii) consider the further lodged representations (**Appendix 3**); and
- (iv) consider the applicant's response to further representations (**Appendix 4**).

**2. ALIGNMENT TO THE ANGUS LOCAL OUTCOMES IMPROVEMENT PLAN**

This Report contributes to the following local outcomes contained within the Angus Local Outcomes Improvement Plan 2017-2030:

- Safe, secure, vibrant and sustainable communities
- An enhanced, protected and enjoyed natural and built environment

**3. CURRENT POSITION**

The Development Management Review Committee is required to determine if they have sufficient information from the Applicant and the Planning Authority to review the case. Members may also wish to inspect the site before full consideration of the appeal.

**4. FINANCIAL IMPLICATIONS**

There are no financial implications arising directly from the recommendations in the Report.

**5. CONSULTATION**

In accordance with Standing Order 48(4), this Report falls within an approved category that has been confirmed as exempt from the consultation process.

**NOTE:** No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973, (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above Report.

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List of Appendices:

Appendix 1 – Submission by Planning Authority

Appendix 2 – Submission by Applicant

Appendix 3 – Further Lodged Representations

Appendix 4 – Applicant's Response to Further Representations

**ANGUS COUNCIL'S SUBMISSION ON GROUNDS OF REFUSAL**

**APPLICATION NUMBER – 17/00422/FULL**

**APPLICANT- TRUSTEES ST MARGARETS CHURCH**

**PROPOSAL & ADDRESS – DEMOLITION OF EXISTING CHURCH AND ERECTION OF  
PROPOSED NEW BUILD COMMUNITY CHURCH FACILITY AT ST MARGARETS  
CHURCH 62 WEST HIGH STREET FORFAR DD8 1BJ**

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**Angus Council**

<b>Application Number:</b>	17/00422/FULL
<b>Description of Development:</b>	Demolition of Existing Church and Erection of Proposed New Build Community Church Facility
<b>Site Address:</b>	St Margarets Church 62 West High Street Forfar DD8 1BJ
<b>Grid Ref:</b>	345447 : 750556
<b>Applicant Name:</b>	Trustees St. Margarets Church

**Report of Handling****Site Description**

The application site measures approximately 1035sqm and contains the late 19th century St Margaret's Church and part of its curtilage. The site is located within the Forfar Conservation Area. The existing stone and slate church is rectangular in form with two towers at the front. There are small grounds to the front and rear of the church and the rear (north) of the site drops steeply away to the Myre car park. The site is bound by an existing stone property occupied by an accountants business to the west and a stone wall to the south and east. There is no defined boundary to the north as this adjoins the remainder of the church curtilage, including the Church Hall. The site is surrounded by a mix of retail, recreational, commercial, industrial and residential uses. The site is accessed from the north side of West High Street.

**Proposal**

The application seeks planning permission for the demolition of St Margaret's Church and the erection of a replacement community church. The proposed replacement building would be single storey with a footprint of approximately 600sqm. The building would include a café, multipurpose hall, kitchen, storage and toilet facilities, a vestry, an oratory and an office. The building would be 8m high at its highest point and would include a circular front projecting element with a mono pitched canopy roof. The remainder of the building would have a shallow pitch ridged roof. The proposed building would be finished in buff coloured facing brick with a standing seam metal roof.

A circular turning area with 3 parking spaces is proposed in front of the replacement building and existing boundary walls and railings would be altered to widen the access.

The application has not been subject of variation.

**Publicity**

The application was subject to normal neighbour notification procedures.

The application was advertised in the Dundee Courier on 16 June 2017 for the following reasons:

- Conservation Area

A site notice was posted for Conservation Area Development on 7 June 2017.

**Planning History**

Pre-application discussions regarding the redevelopment of the site have been ongoing for a number of years. The applicant has been advised by officers and Historic Environment Scotland that a redevelopment package should seek to retain St Margaret's Church, identifying that local and national policy seeks to conserve or enhance conservation areas. Advice was also given on supporting information that would be required to support an application for planning permission.

An application for Conservation Area Consent (ref: 17/00411/CON) for the demolition of St. Margaret's Church was submitted alongside the planning application but was subsequently returned due to ecclesiastical exemptions. Historic Environment Scotland objected to that application indicating that the demolition of St. Margaret's Church would have a significant detrimental impact on the character and appearance of Forfar Conservation Area. HES indicated that they did not consider the loss of the building to be justified in accordance with the terms set out in the Historic Environment Scotland Policy Statement. HES considered that the economic information submitted to justify the demolition of St. Margaret's Church lacked detail, specifically in the costs involved with retention, and the comparison with construction of a new building. HES considered that a well-considered façade retention scheme may have the potential to largely maintain the church's current contribution to the conservation area

### **Applicant's Case**

The following information has been submitted in support of the application;

A statement of the backstory of St Margaret's Church notes the former West Church and the former St James's Church amalgamated in 1977 to form the current congregation, The backstory states that the design and age of St Margaret's has led to roof, stonework and window repairs, as well as flooding and drainage problems. A conservative estimate suggests approximately £65k has been spent on repairs over the years. Consideration of redeveloping the church has been given as early as 1983, but progress was hampered partly by the lack of financial resources. Between 1977 - 2001 21 references to roof issues; 12 references to stonework repairs; 13 references to trouble with gutters and downpipes; 8 to flooding and drainage problems and 10 window issues have been recorded. The current heating systems are also noted as reaching the end of their useful life.

A Design Statement was submitted which provides an overview of the site composition, topography, location and context, ownership calcification and planning history. The statement note that the existing church was never completed and the buildings appearance and street presence is not as originally intended. The document states that public utilities and services exist at the site and no new roads are proposed. The statement concludes with a description of the design concept, principles and solution, and energy efficiency and suitability considerations. Details of proposed external finishes were also included.

A Feasibility Costing survey, carried out by a quantity surveyor, notes that numerous feasibility studies for alterations and renovations of the existing building have been carried out but none of these projects were taken forward due to cost restrictions. The feasibility costing based on the current proposal, including demolition of the existing building, is noted to be in the region of £979,600, with a further £35,000 required for fittings and furnishings. The estimated costing for the refurbishment of the existing building was noted as £1,439,000 including VAT. No details were provided regarding the works involved in this refurbishment scheme. The document concludes that a new build option would be far cheaper and more economical in both capital and future running costs.

A Project Backstory was submitted which describes, in greater detail, the previous redevelopment options considered and discounted for St. Margaret's Church. Initially an option for complete refurbishment was considered with an expected cost of £686,500 in 2001, and £770,000 in 2004. This scheme did not include fabric repairs or insulation improvements and was deemed unfeasible. A revised retention scheme was considered in 2006, and although no costs were prepared it was considered to not be economically viable. In 2010 a further feasibility study for retention and refurbishment was conducted and a subsequent survey in 2011 indicated repair costs would total £173,418, over and above the cost of the refurbishment plans. Given the very high cost of repairs and refurbishment it was deemed more prudent to consider the cost of demolishing the existing building and replacing it with a modern sustainable building with reduced running costs. A scheme for demolition and replacement was compiled between 2013 and 2015 which had an estimated cost of £1.62M. This was greatly above the available budget. A significantly reduced redevelopment scheme was considered in 2015 and this represents the current proposal.

An Initial Bat Survey Report by Jenny Wallace Ecology, dated 9th May 2017, states no evidence of roosting bats were found during the daytime survey and the building was assessed as having only low bat roosting potential. No bats were recorded emerging from either the church or the adjoining church hall buildings during the dusk survey. The survey concludes that no direct impacts on roosting bats are predicted through

demolition of the church.

A professional opinion on the marketability of St Margaret's Church notes that a small number of church and church hall properties have successfully sold in Angus within the recent years. However these have been of a smaller scale than St Margaret's and it is noted larger churches have proven more difficult to sell due to prohibitive redevelopment/maintenance costs. The alternative of converting the existing building into flats was suggested to be potentially non-viable in the current climate. Therefore a valuation of £100,000 was advised on the presumption a change of use was granted for the building.

A Structural Inspection of St Margaret's Church was carried out by Burnett Consulting Engineers in February 2017. The survey was conducted from ground level and notes internal stonework deterioration and damp penetration at all windows. Numerous plaster defects, some which may be attributed to timber safe lintels losing strength due to dampness and rot, were noted. Masonry movement in the gallery and a significant crack on a stone arch to the south gallery were recorded. Externally, stonework weathering, damp staining and delamination of a 25mm depth were highlighted. Movement was noted at the south stained glass window and bulging was recorded in the north gable. It was advised that the rainwater goods require maintenance. The report concluded the plasterwork is close to the end of its useful life and major replacement works are anticipated. Stonework is showing widespread, but not severe, weathering which requires the removal of loose material, deep raking and pointing.

A Planning Policy Statement was also submitted which considers the proposal against the relevant national and local planning policies. The document states that a public consultation event was undertaken by the church and 70 comments were received which were mainly positive. The document notes that the proposal would bring significantly wider public benefits to a range of users and community groups. The design is noted to be of a high-quality that meets the requirements of planning policy and would not compromise the integrity of the Conservation Area. The replacement design would provide a sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning. The statement concludes that the planning application can be supported under the terms of the relevant policies set out in the development plan, as well as being in conformity with SPP, PAN 71, and Historic Environment Scotland Policy and Advice.

Full copies of the supporting documentation can be viewed via the Public Access portal.

## **Consultations**

**Community Council** - Supports the application and suggests the reuse of dountakings.

**Angus Council - Roads** - Offers no objections to the proposal subject to a condition relating to the widening of the access.

**Scottish Water** - There was no response from this consultee at the time of report preparation.

**Historic Environment Scotland** - Although Historic Environment Scotland (HES) has not commented on this planning application, it has objected to the associated application for Conservation Area Consent (CAC) which raised similar issues in respect of the loss of St Margaret's Church.

**Angus Council Environmental Health** - Advise a scheme for the extraction of cooking odours is required to assess likely odour and noise impacts.

**Aberdeenshire Council Archaeology Service** - Advise that greater consideration should be given to restoration or partial reuse of the existing building. They indicate that if the application is approved a Level 2 Standing Buildings Survey should be sought by condition and details regarding the future of internal mural plaques provided.

## **Representations**

145 letters of representation were received, all in support of the proposal. The main points of support note:

- The current building is not fit for purpose in terms of available space, condition and provision for restricted access and repair would be costly and uneconomical.
- The replacement building would be a multipurpose and multifunctional building, which has been thoroughly thought out and would be beneficial to not only the congregation but the wider community
- The replacement building would fit in with and contribute to the character of the conservation area
- The replacement building would be a visionary and legacy project

In addition to the above the nearest business located to the west of the church has submitted a letter of support for the proposal but queries implications from demolition and construction adjacent to their building. Concerns regarding damage to the building and/or its services and construction disturbance were also raised. A request was made for a construction method statement to be conditioned. This representation also highlights any foundations should not encroach onto their property.

## **Development Plan Policies**

### **Angus Local Development Plan 2016**

Policy DS1 : Development Boundaries and Priorities  
 Policy DS3 : Design Quality and Placemaking  
 Policy DS4 : Amenity  
 Policy PV5 : Protected Species  
 Policy PV8 : Built and Cultural Heritage  
 Policy PV15 : Drainage Infrastructure

### **TAYplan Strategic Development Plan**

Policy 3: Managing TAYplan's Assets

The full text of the relevant development plan policies can be viewed at Appendix 1 to this report.

## **Assessment**

Sections 25 and 37(2) of the Town and Country Planning (Scotland) Act 1997 require that planning decisions be made in accordance with the development plan unless material considerations indicate otherwise.

Section 64(2) of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 requires the planning authority to pay special attention to the desirability of preserving or enhancing the character or appearance of the conservation area when assessing planning applications.

The key issues in this case relate to:-

- o the acceptability of demolition of the landmark late 19th century St Margaret's Church within Forfar Conservation Area; and
- o the acceptability of the replacement church building having regard to its location within Forfar Conservation Area.

The application relates to the replacement of an existing church which lies within the development boundary of Forfar. Policy DS1 in the Angus Local Development Plan (ALDP) states that for unidentified sites within development boundaries, proposals will be supported where they are of a scale and nature appropriate to the location and where they accord with other relevant policies in the LDP.

### **The demolition of St. Margaret's Church**

Policy PV8 states that Angus Council will work with developers to protect and enhance areas designated for their built and cultural heritage value. It indicates that development proposals which affect Conservation Areas will only be permitted where (i) supporting information demonstrates that the integrity of the historic environment value of the site will not be compromised; or (ii) the economic and social benefits significantly

outweigh the historic environment value of the site.

The Scottish Planning Policy (SPP) indicates that proposals for development within conservation areas should preserve or enhance the character and appearance of the area. It indicates that where the demolition of an unlisted building is proposed, consideration should be given to the contribution the building makes to the character and appearance of the conservation area. Where a building makes a positive contribution the presumption should be to retain it.

St Margaret's Church was constructed in 1879-81 and sits at the westerly entrance to Forfar Conservation Area. Although not a listed building, St Margaret's Church has a strong, almost monumental presence on the north side of West High Street. The front elevation is Gothic in style with a broad gabled nave and large decorative rose above four lancet windows. The Forfar Conservation Area Analysis and Design Guide lists St Margaret's as a local landmark building. The building occupies a prominent location at the junction of New Road and West High Street and appears to have been designed to terminate the northern view looking down New Road.

The historic character of the westerly approach to Forfar Conservation Area has been diluted by the introduction of modern buildings such as the police station and the bank (both outwith the conservation area). However, the prominent St Margaret's Church building announces arrival into the historic part of the burgh and acts as a bookend to the conservation area. The building makes a significant and positive contribution to the street scene and is of some local historic and cultural significance. There are relatively few surviving buildings of this scale and quality remaining in Forfar Conservation Area and town centre. In line with the guidance provided by the Scottish Planning Policy, the building makes a positive contribution to the conservation area and the presumption should be to retain it.

The demolition of St Margaret's Church would not protect or enhance the character or appearance of the Conservation Area and would erode and undermine its character contrary to the Scottish Planning Policy and the first test of Policy PV8.

Policy PV8 requires consideration of the social and economic benefits of a proposal and whether those benefits outweigh the historic environment value of the site. Supporting information has been submitted which asserts that (i) that retention and reconfiguration of St Margaret's Church has been considered and discounted on grounds of economic viability; and (ii) the proposal would result in economic and social benefits which outweigh the loss of the existing building.

The applicant has indicated that the cost of the new building would be £1,014,600 and the cost of refurbishment of the existing St Margaret's Church would be £1,439,000 (including VAT). No information has been provided regarding the breakdown of the refurbishment costing.

Although Historic Environment Scotland (HES) has not commented on this planning application, it has objected to the associated application for Conservation Area Consent (CAC) which raised similar issues in respect of the loss of St Margaret's Church. HES indicated that the information submitted lacked detail, specifically in the cost comparisons between retention and new build. HES stated that based on the information submitted it appears it would cost more to demolish the building (£250,000 identified in the 2007 Arbitration Report), than to repair it (£173,418 identified as being urgent, essential and desirable from the 2011 Quinquennial Report). While HES acknowledge both figures may require some revision to reflect current costs, demolition of the historic church cannot be justified when its demolition is more expensive than its repair.

HES also highlight that if the proposed new-build project costs £1 million, assuming a quarter of this figure would be for demolition, a refurbishment scheme would need to cost more than £750,000 for it to be the more expensive option. Supporting information suggests that £770,000 was quoted in 2004 for internal alterations (minus fabric repairs), but HES suggest a well-considered intervention scheme could achieve many of the church's requirements while remaining affordable. A well-considered façade retention scheme may also have the potential to largely maintain the church's current contribution to the conservation area, while benefiting from zero-rated VAT and still providing the social and economic benefits of the proposed replacement building. No information has been submitted to suggest that consideration (or costing) has been given to a façade retention scheme. The Archaeology Service has indicated similar concerns to HES regarding the loss of the building suggesting greater consideration should be given to restoration or partial

reuse (eg. façade retention).

Taking account of the comments of HES, it cannot be concluded that the proposal would result in economic and social benefits which would outweigh the loss of the existing building and it has not been demonstrated that the benefits of a new building cannot be achieved without the need for demolition of St Margaret's Church.

#### The replacement church building.

It is indicated above that St Margaret's Church makes a positive contribution to the conservation area and its loss has not been justified. Should the demolition of St Margaret's Church be accepted, the replacement building would need to protect and enhance the character or appearance of the conservation area. Policy DS3 deals with design quality and place-making and indicates that development proposals should deliver a high design standard and draw upon those aspects of landscape or townscape that contribute positively to the character and sense of place of the area in which they are located.

The third party letters of support suggest that the replacement building would fit with and contribute to the character of the conservation area and would be a visionary and legacy project. The Design Statement indicates that the building has been designed appropriately and in character with the conservation area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings.

The contribution of the existing building to the conservation area has been described earlier in this report. It is an institutional scale landmark building constructed in sandstone and slate with interesting glazing and detailing. Moving east, other buildings are largely sited hard on the heel of the footway, over two or more levels. They are mostly constructed of sandstone with slate roofs with ridges which run parallel to the street. Some buildings contain interesting detailing including the Meffan Institute. The closest other 'institutional' scale buildings are located at The Cross, the Town and Country Hall and the Municipal Buildings. A suitable replacement building should draw upon these positive features in order to secure a high design standard taking account of positive townscape features in order to protect and enhance the conservation area.

The proposed replacement church building would be 8m high at the highest point and would include a circular front projecting element with a mono pitched canopy roof. The building would have a shallow pitched roof finished in standing seam metal. The external walls of the building would mainly be finished in buff coloured facing brick with large areas of glazing facing south onto West High Street. The replacement church bears little resemblance to other buildings in the conservation area. Its external finishes, roof pitch, gable width and detailing are all alien when considered against other buildings in the conservation area. The scale of the replacement church would be significantly different to the landmark building which currently occupies the site and terminates the west edge of the conservation area and the vista north along New Road. The proposed design solution does not draw upon those aspects of townscape that contribute positively to the character and sense of place and the proposed building would not protect or enhance the character of the conservation area. The proposal would remove a building which makes a significant contribution to the character and appearance of the conservation area and replace it with a modern building which would be alien to its surroundings and would cause significant harm to the conservation area on a key approach from the west. The proposed replacement building is contrary to policies DS3 and PV8.

#### Other development plan considerations

Policy DS4 deals with amenity and indicates that regard will be had to opportunities for maintaining and improving environmental quality. Environmental Health Service notes a café is proposed and would require further information relating to noise and odour impacts and the method of extraction. This matter could be dealt with by planning condition. The Roads Service has reviewed the proposal from a road traffic and pedestrian safety perspective and has offered no objection to the development subject to a condition to regulate the formation of the footway crossing.

A neighbouring business premises submitted representation to the application noting various matters regarding implications from demolition and construction works; and potential damage to their building/service connections. I have no reason to consider that impacts associated with the works would be significantly greater than those typically experienced for developments in built up areas but a method

statement could be secured by planning condition in order to ensure that impacts are fully considered and mitigation provided where necessary.

Policy PV5 deals with protected species. A protected species survey was submitted in support of the application and indicates that no bat roosts were identified and suggests that the proposal would not have a detrimental impact on roosting bats.

Particulars relating to foul and surface water drainage could be regulated by condition but the site benefits from an existing foul sewer connection.

Bringing the above matters together, the desire of the St Margaret's Church congregation to provide an up to date facility is recognised. However the proposal in its current form would result in the loss of a valued landmark building in a key location in Forfar Conservation Area. Had the demolition of St Margaret's Church been fully justified, its replacement with an unsympathetic modern church building would not conserve or enhance the conservation area. The economic and social benefits put forward by the applicant and letters of support are noted; but retention options which would provide similar improvements for the congregation have not been fully explored as noted by Historic Environment Scotland. As a result, the proposal is contrary to policies DS1, DS3 and PV8 of the Angus Local Development Plan. There are no material considerations which justify approval of planning permission.

### **Human Rights Implications**

The decision to refuse this application has potential implications for the applicant in terms of his entitlement to peaceful enjoyment of his possessions (First Protocol, Article 1). For the reasons referred to elsewhere in this report justifying the decision in planning terms, it is considered that any actual or apprehended infringement of such Convention Rights, is justified. Any interference with the applicant's right to peaceful enjoyment of his possessions by refusal of the present application is in compliance with the Council's legal duties to determine this planning application under the Planning Acts and such refusal constitutes a justified and proportionate control of the use of property in accordance with the general interest and is necessary in the public interest with reference to the Development Plan and other material planning considerations as referred to in the report.

### **Equalities Implications**

The issues contained in this report fall within an approved category that has been confirmed as exempt from an equalities perspective.

### **Decision**

The application is Refused

### **Reason(s) for Decision:**

1. The demolition of St Margaret's Church would have a significant detrimental impact on the character and appearance of Forfar Conservation Area contrary to the Scottish Planning Policy (2014).
2. That the demolition of St Margaret's Church and its replacement with a modern building is contrary to Policy PV8 of the Angus Local Development Plan (2016) because the historic environment value of the site would be compromised; and it has not been demonstrated that the economic and social benefits of the development outweigh the historic environment value currently provided by St Margaret's Church. Furthermore, it has not been demonstrated that the economic and social benefits sought by the proposed replacement building cannot be delivered in a manner which would retain the historic environment value currently provided by St Margaret's Church.
3. That the design, external materials and detailing of the proposed replacement building is contrary to Policy DS3 of the Angus Local Development Plan (2016) because it does not deliver a high standard of design which draws upon existing positive townscape features in the area and it would not fit with the character of development in the surrounding area.

4. That the application is contrary to Policy DS1 of the Angus Local Development Plan (2016) because the proposed replacement building would not be of a scale or nature appropriate to its location within Forfar Conservation Area and because the proposal is contrary to other policies of the plan, namely policies PV8 and DS3.

**Notes:**

Case Officer: Stephanie Porter  
Date: 22 September 2017

**Appendix 1 - Development Plan Policies**

**Angus Local Development Plan 2016**

Policy DS1 : Development Boundaries and Priorities  
All proposals will be expected to support delivery of the Development Strategy.

The focus of development will be sites allocated or otherwise identified for development within the Angus Local Development Plan, which will be safeguarded for the use(s) set out. Proposals for alternative uses will only be acceptable if they do not undermine the provision of a range of sites to meet the development needs of the plan area.

Proposals on sites not allocated or otherwise identified for development, but within development boundaries will be supported where they are of an appropriate scale and nature and are in accordance with relevant policies of the ALDP.

Proposals for sites outwith but contiguous\* with a development boundary will only be acceptable where it is in the public interest and social, economic, environmental or operational considerations confirm there is a need for the proposed development that cannot be met within a development boundary.

Outwith development boundaries proposals will be supported where they are of a scale and nature appropriate to their location and where they are in accordance with relevant policies of the ALDP.

In all locations, proposals that re-use or make better use of vacant, derelict or under-used brownfield land or buildings will be supported where they are in accordance with relevant policies of the ALDP.

Development of greenfield sites (with the exception of sites allocated, identified or considered appropriate for development by policies in the ALDP) will only be supported where there are no suitable and available brownfield sites capable of accommodating the proposed development.

Development proposals should not result in adverse impacts, either alone or in combination with other proposals or projects, on the integrity of any European designated site, in accordance with Policy PV4 Sites Designated for Natural Heritage and Biodiversity Value.

\*Sharing an edge or boundary, neighbouring or adjacent

**Policy DS3 : Design Quality and Placemaking**

Development proposals should deliver a high design standard and draw upon those aspects of landscape or townscape that contribute positively to the character and sense of place of the area in which they are to be located. Development proposals should create buildings and places which are:

- o Distinct in Character and Identity: Where development fits with the character and pattern of development in the surrounding area, provides a coherent structure of streets, spaces and buildings and retains and sensitively integrates important townscape and landscape features.
- o Safe and Pleasant: Where all buildings, public spaces and routes are designed to be accessible, safe and attractive, where public and private spaces are clearly defined and appropriate new areas of landscaping and open space are incorporated and linked to existing green space wherever possible.
- o Well Connected: Where development connects pedestrians, cyclists and vehicles with the surrounding area and public transport, the access and parking requirements of the Roads Authority are met



and the principles set out in 'Designing Streets' are addressed.

- o Adaptable: Where development is designed to support a mix of compatible uses and accommodate changing needs.
- o Resource Efficient: Where development makes good use of existing resources and is sited and designed to minimise environmental impacts and maximise the use of local climate and landform.

Supplementary guidance will set out the principles expected in all development, more detailed guidance on the design aspects of different proposals and how to achieve the qualities set out above. Further details on the type of developments requiring a design statement and the issues that should be addressed will also be set out in supplementary guidance.

#### Policy DS4 : Amenity

All proposed development must have full regard to opportunities for maintaining and improving environmental quality. Development will not be permitted where there is an unacceptable adverse impact on the surrounding area or the environment or amenity of existing or future occupiers of adjoining or nearby properties.

Angus Council will consider the impacts of development on:

- Air quality;
- Noise and vibration levels and times when such disturbances are likely to occur;
- Levels of light pollution;
- Levels of odours, fumes and dust;
- Suitable provision for refuse collection / storage and recycling;
- The effect and timing of traffic movement to, from and within the site, car parking and impacts on highway safety; and
- Residential amenity in relation to overlooking and loss of privacy, outlook, sunlight, daylight and overshadowing.

Angus Council may support development which is considered to have an impact on such considerations, if the use of conditions or planning obligations will ensure that appropriate mitigation and / or compensatory measures are secured.

Applicants may be required to submit detailed assessments in relation to any of the above criteria to the Council for consideration.

Where a site is known or suspected to be contaminated, applicants will be required to undertake investigation and, where appropriate, remediation measures relevant to the current or proposed use to prevent unacceptable risks to human health.

#### Policy PV5 : Protected Species

Angus Council will work with partner agencies and developers to protect and enhance all wildlife including its habitats, important roost or nesting places. Development proposals which are likely to affect protected species will be assessed to ensure compatibility with the appropriate regulatory regime.

##### European Protected Species

Development proposals that would, either individually or cumulatively, be likely to have an unacceptable adverse impact on European protected species as defined by Annex 1V of the Habitats Directive (Directive 92/24/EEC) will only be permitted where it can be demonstrated to the satisfaction of Angus Council as planning authority that:

- o there is no satisfactory alternative; and
- o there are imperative reasons of overriding public health and/or safety, nature, social or economic interest and beneficial consequences for the environment, and
- o the development would not be detrimental to the maintenance of the population of a European protected species at a favourable conservation status in its natural range

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##### Other Protected Species

Development proposals that would be likely to have an unacceptable adverse effect on protected species unless justified in accordance with relevant species legislation (Wildlife and Countryside Act 1981 and the

Protection of Badgers Act 1992) subject to any consequent amendment or replacement.

Further information on protected sites and species and their influence on proposed development will be set out in a Planning Advice Note.

#### Policy PV8 : Built and Cultural Heritage

Angus Council will work with partner agencies and developers to protect and enhance areas designated for their built and cultural heritage value. Development proposals which are likely to affect protected sites, their setting or the integrity of their designation will be assessed within the context of the appropriate regulatory regime.

#### National Sites

Development proposals which affect Scheduled Monuments, Listed Buildings and Inventory Gardens and Designed Landscapes will only be supported where:

- the proposed development will not adversely affect the integrity of the site or the reasons for which it was designated;
- any significant adverse effects on the site or its setting are significantly outweighed by social, environmental and/or economic benefits; and
- appropriate measures are provided to mitigate any identified adverse impacts.

Proposals for enabling development which is necessary to secure the preservation of a listed building may be acceptable where it can be clearly shown to be the only means of preventing its loss and securing its long term future. Any development should be the minimum necessary to achieve these aims. The resultant development should be designed and sited carefully in order to preserve or enhance the character and setting of the listed building.

#### Regional and Local Sites

Development proposals which affect local historic environment sites as identified by Angus Council (such as Conservation Areas, sites of archaeological interest) will only be permitted where:

- supporting information commensurate with the site's status demonstrates that the integrity of the historic environment value of the site will not be compromised; or
- the economic and social benefits significantly outweigh the historic environment value of the site.

Angus Council will continue to review Conservation Area boundaries and will include Conservation Area Appraisals and further information on planning and the built and cultural heritage in a Planning Advice Note.

#### Policy PV15 : Drainage Infrastructure

Development proposals within Development Boundaries will be required to connect to the public sewer where available.

Where there is limited capacity at the treatment works Scottish Water will provide additional wastewater capacity to accommodate development if the Developer can meet the 5 Criteria\*. Scottish Water will instigate a growth project upon receipt of the 5 Criteria and will work with the developer, SEPA and Angus Council to identify solutions for the development to proceed.

Outwith areas served by public sewers or where there is no viable connection for economic or technical reasons private provision of waste water treatment must meet the requirements of SEPA and/or The Building Standards (Scotland) Regulations. A private drainage system will only be considered as a means towards achieving connection to the public sewer system, and when it forms part of a specific development proposal which meets the necessary criteria to trigger a Scottish Water growth project.

All new development (except single dwelling and developments that discharge directly to coastal waters) will be required to provide Sustainable Drainage Systems (SUDs) to accommodate surface water drainage and long term maintenance must be agreed with the local authority. SUDs schemes can contribute to local green networks, biodiversity and provision of amenity open space and should form an integral part of the design process.

Drainage Impact Assessment (DIA) will be required for new development where appropriate to identify potential network issues and minimise any reduction in existing levels of service.

\*Enabling Development and our 5 Criteria (<http://scotland.gov.uk/Resource/0040/00409361.pdf>)

### **TAYplan Strategic Development plan**

#### **Policy 3 : Managing TAYplans assets**

Land should be identified through Local Development Plans to ensure responsible management of TAYplan's assets by:

Understanding and respecting the regional distinctiveness and scenic value of the TAYplan area through:

- ensuring development likely to have a significant effect on a designated or proposed Natura 2000 sites (either alone or in combination with other sites or projects), will be subject to an appropriate assessment. Appropriate mitigation requires to be identified where necessary to ensure there will be no adverse effect on the integrity of Natura 2000 sites in accordance with Scottish Planning Policy;
- safeguarding habitats, sensitive green spaces, forestry, watercourses, wetlands, floodplains (in-line with the water framework directive), carbon sinks, species and wildlife corridors, geodiversity, landscapes, parks, townscapes, archaeology, historic buildings and monuments and allow development where it does not adversely impact upon or preferably enhances these assets; and,
- identifying and safeguarding parts of the undeveloped coastline along the River Tay Estuary and in Angus and North Fife, that are unsuitable for development and set out policies for their management; identifying areas at risk from flooding and sea level rise and develop policies to manage retreat and realignment, as appropriate.

## ANGUS COUNCIL

### COMMUNITIES PLANNING

#### CONSULTATION SHEET

PLANNING APPLICATION NO

17/00422/FULL

Tick boxes as appropriate

ROADS

No Objection

☐

Interest

☒

(Comments to follow within 14 days)

Date

08	06	17
----	----	----

**PLEASE DO NOT TAKE AWAY THE LAST SET OF PLANS WHERE POSSIBLE COPIES  
WILL BE PROVIDED ON REQUEST**

**ELECTRONIC SUBMISSION DRAWINGS TO BE VIEWED VIA IDOX**

From: [Claire Herbert](#)  
To: [PLNProcessing](#)  
Cc: [PorterSG](#)  
Subject: Planning consultation 17/00422/FULL - archaeology response  
Date: 14 June 2017 10:54:04

---

**Planning Reference:** 17/00422/FULL

**Case Officer Name:** Stephanie Porter

**Proposal:** Proposed New Build Community Church Facility to be Erected on the Site of the Existing Sanctuary at St. Margaret's Church, Forfar

**Site Address:** St Margarets Church 62 West High Street Forfar

**Site Post Code:** DD8 1BJ

**Grid Reference:** NO 4544 5055

Thank you for consulting us on the above application, which affects a 19<sup>th</sup> Century Church located within the historic core and Conservation Area of Forfar, designed by Aberdeen architects Mackenzie & McMillan. While I appreciate that there are problems with this building, our preference would always be for reuse of historic buildings, such as St Margaret's Church, unless they are beyond repair. Having reviewed the supporting documentation submitted with the application, although works would be costly the cost of restoration versus demolition & rebuild is much the same and I would therefore suggest that greater consideration is given to restoration or partial reuse (eg. façade retention) of the existing building – as is noted in the Conservation Area statement, the church is a landmark building in the west area of the town.

If the application is minded for approval, I would ask that the following condition is applied:

**“Level 2 Standing Buildings Survey Condition (PAN 2/2011, SPP, HESP)**

Prior to any works commencing, the developer shall secure the implementation of a Level 2 archaeological standing building survey of the extant structures, to be carried out by an archaeological organisation acceptable to the planning authority. The scope of the archaeological standing building survey will be set by the Aberdeenshire Council Archaeology Service on behalf of the planning authority. The name of the archaeological organisation retained by the developer shall be given to the planning authority and to the Aberdeenshire Archaeology Service in writing not less than 14 days before the survey commences. Copies of the resulting survey shall be deposited in the National Record of the Historic Environment and in the local Sites and Monuments Record upon completion.

**Reason: to record features of the historic environment of the structure.**

**Standing Building Survey Level Defined**

***Level 2 - a fully analytical record, which will include detailed photographs of decorative and structural elements, a detailed written description and account of the building's origins, development, use and the evidence on which this has been based. Readily available historic documentation will be examined and measured drawings will be made of relevant sections, all elevations, plans and key architectural features. Surveys should be submitted in a digital format (pdf, jpeg, tiff files) by email, on CD or via online file sharing services.”***

It is also noted that within the church building are a number of mural plaques. If demolition is approved, I would ask that information on the future of these mural plaques is provided (to include conservation-appropriate methodology for their removal and details of their proposed relocation).

Should you have any comments or queries regarding the above, please do not hesitate to contact me.

Kind regards,  
Claire

Claire Herbert MA(Hons) MA MCIfA FSA Scot

Archaeologist  
Archaeology Service  
Infrastructure Services  
Aberdeenshire Council  
Woodhill House  
Westburn Road  
Aberdeen  
AB16 5GB

07825356913  
01467 537717

[claire.herbert@aberdeenshire.gov.uk](mailto:claire.herbert@aberdeenshire.gov.uk)

Archaeology Service for Aberdeenshire, Moray, Angus & Aberdeen City Councils

**[2017: Celebrating the History, Heritage & Archaeology of North East Scotland](#)**

<https://www.aberdeenshire.gov.uk/leisure-sport-and-culture/archaeology/>

<https://online.aberdeenshire.gov.uk/smrpub/>

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[www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk)

## **Comments for Planning Application 17/00422/FULL**

### **Application Summary**

Application Number: 17/00422/FULL

Address: St Margarets Church 62 West High Street Forfar DD8 1BJ

Proposal: Demolition of Existing Church and Erection of Proposed New Build Community Church Facility

Case Officer: Stephanie Porter

### **Customer Details**

Name: Ms Eleanor Feltham

Address: 92 St Ninians Road Padanaram

### **Comment Details**

Commenter Type: Community Council

Stance: Customer made comments in support of the Planning Application

Comment Reasons:

Comment: The Royal Burgh of Forfar and District Community Council fully support the project with some comments from members that may be considered by the client. A suggestion to use some of the original stones in the outside space to create a garden feature representing the past and a stain glass panel in one of the front entrance windows again either using old from the original church or new. The faith and community would clearly be represented under one roof when entering the building.

Local artists could be commissioned for both suggestions.

We wish the project every success.

**From:** [GrahamIH](#)  
**To:** [PorterSG](#)  
**Subject:** 17/00422/FULL - St Margaret's Church, Forfar  
**Date:** 27 June 2017 10:51:52  
**Attachments:** [odour assessment.doc](#)

---

Steph

I note that the above proposal makes provision for a café and the associated kitchen would be located close to the adjacent property currently occupied by an accountancy firm. At this stage this Service would require full details of the scheme for the extraction of cooking odours to be provided in order to allow an assessment of the likely odour and noise impacts that may arise. I have enclosed a copy of a document that details the information that would be required in this respect for you to forward to the agent.

I trust you find this acceptable.

Regards

Iain

**Iain Graham | Environmental Health Officer** | Angus Council | Place | Regulatory and Protective Services | County Buildings, Market Street, Forfar, DD8 3WE | ☎01307 473347





# Memorandum

Place Directorate – Technical & Property Services  
Roads & Transport Business Unit

TO: SERVICE MANAGER, PLANNING

FROM: INTERIM SERVICE MANAGER, ROADS

YOUR REF:

OUR REF: JDH/AG/ TD1.3

DATE: 15 AUGUST 2017

SUBJECT: **PLANNING APPLICATION REF. NO. 17/00422/FULL – PROPOSED NEW BUILD COMMUNITY CHURCH ON THE SITE OF EXISTING ST MARGARET'S CHURCH, FORFAR FOR THE TRUSTEES**

---

I refer to the above planning application.

The site is located on the north side of East High Street, Forfar. The proposal involves the demolition of St Margaret's Church and the construction of a new community church on the site.

The National Roads Development Guide, adopted by the Council as its road standards, is relative to the consideration of the application and the following comments take due cognisance of that document.

I have considered the application in terms of the traffic likely to be generated by it, and its impact on the public road network. As a result, I do not object to the application but would recommend that any consent granted shall be subject to the following condition:

- 1 That, prior to the use of the new building, the footway crossing at the proposed access shall be widened in accordance with the National Roads Development Guide (SCOTS).

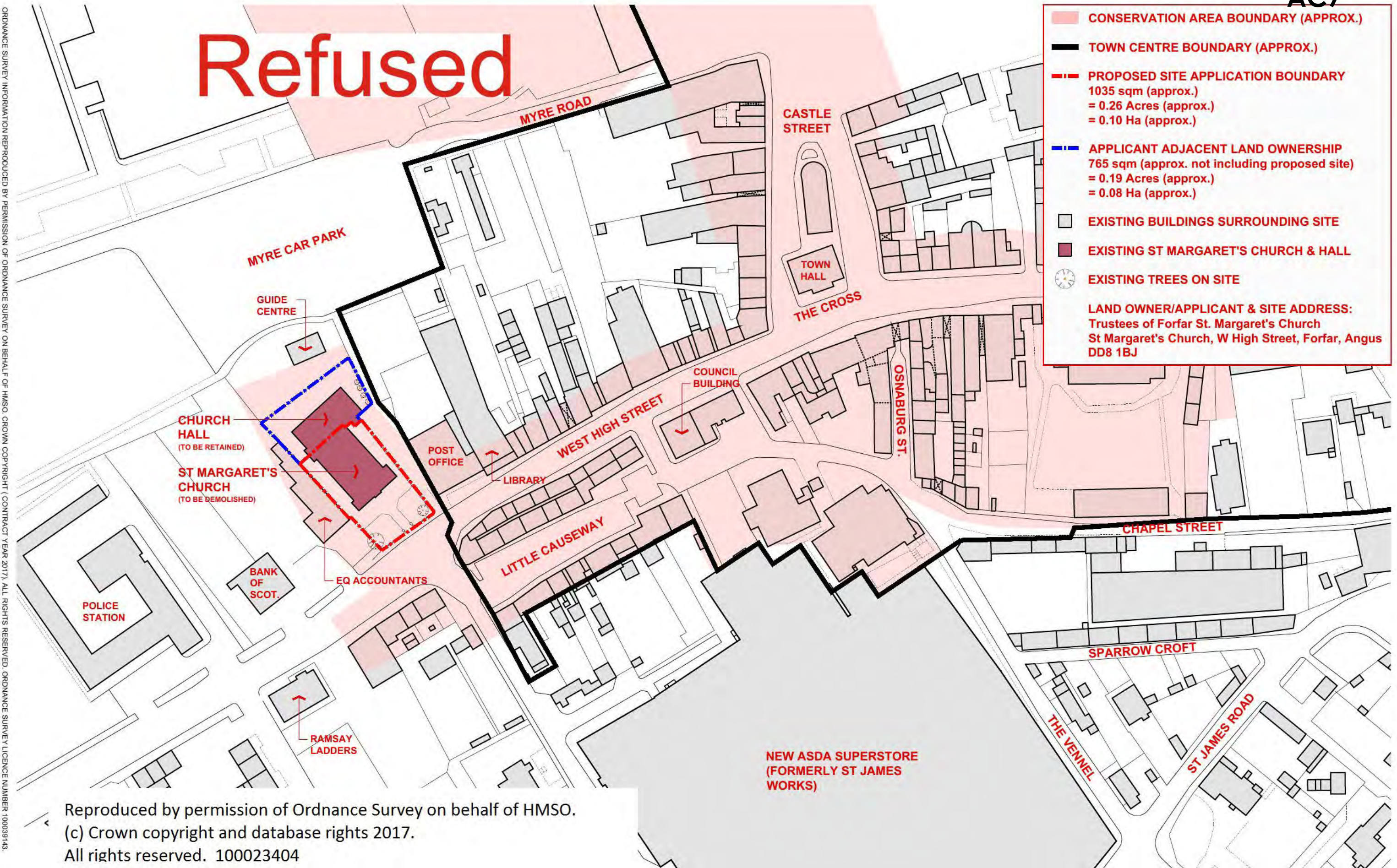
*Reason: to provide a safe and satisfactory access in a timely manner.*

I trust the above comments are of assistance but should you have any queries, please contact Adrian Gwynne on extension 3393.

*pp.*



# Refused



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Existing Location Plan

PLANNING  
 1:1250 @ A3

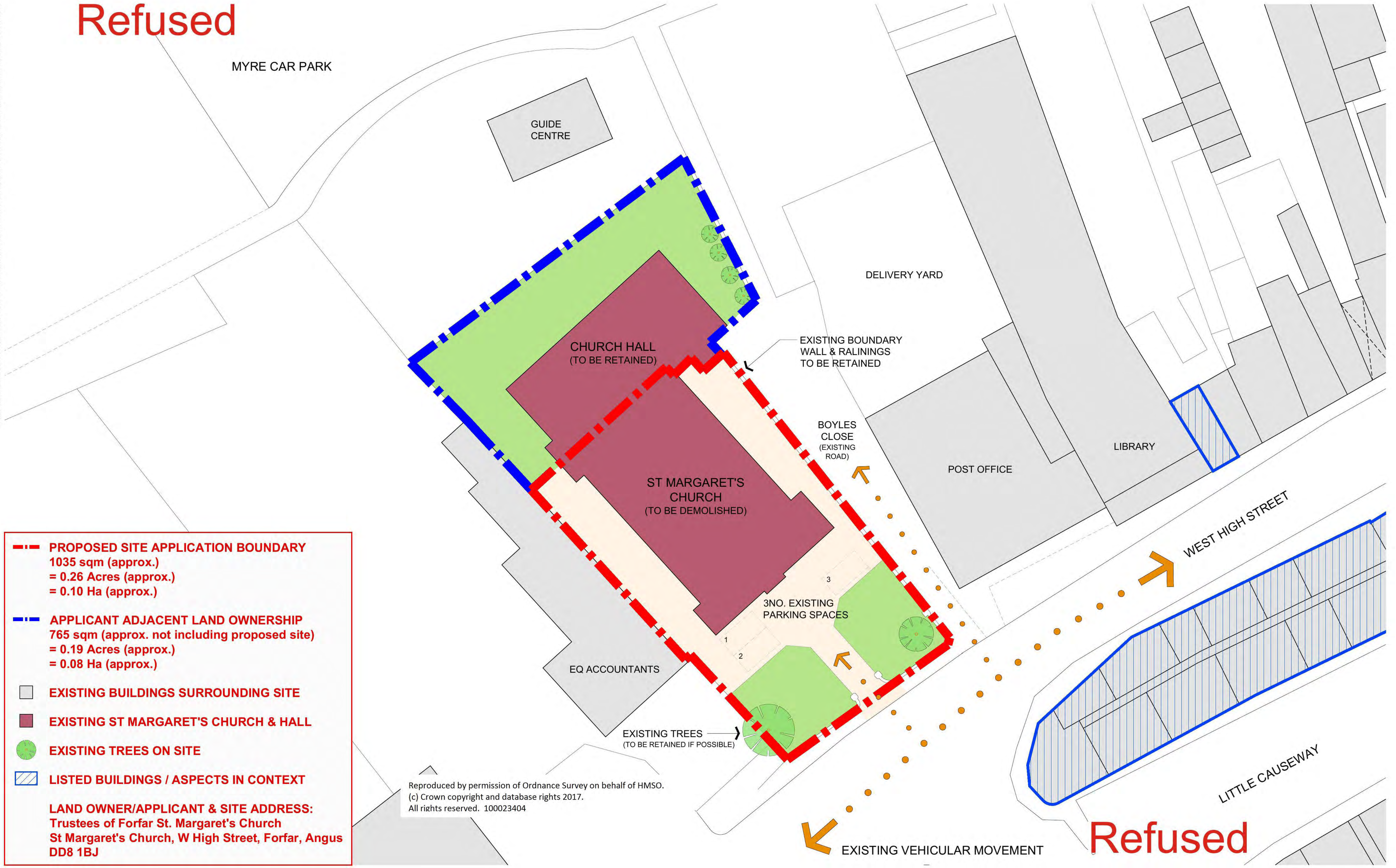
Drawing No. 3984-EX-100





Refused

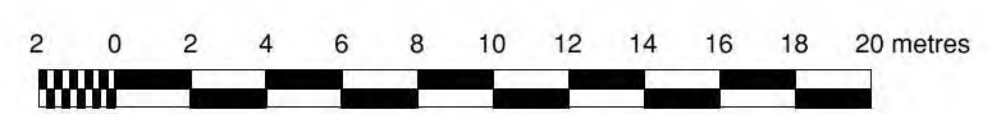
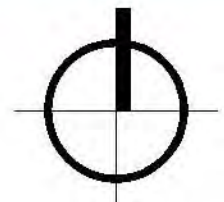
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Existing Site Plan

PLANNING  
1:200 @ A1

Drawing No. 3984-EX-300



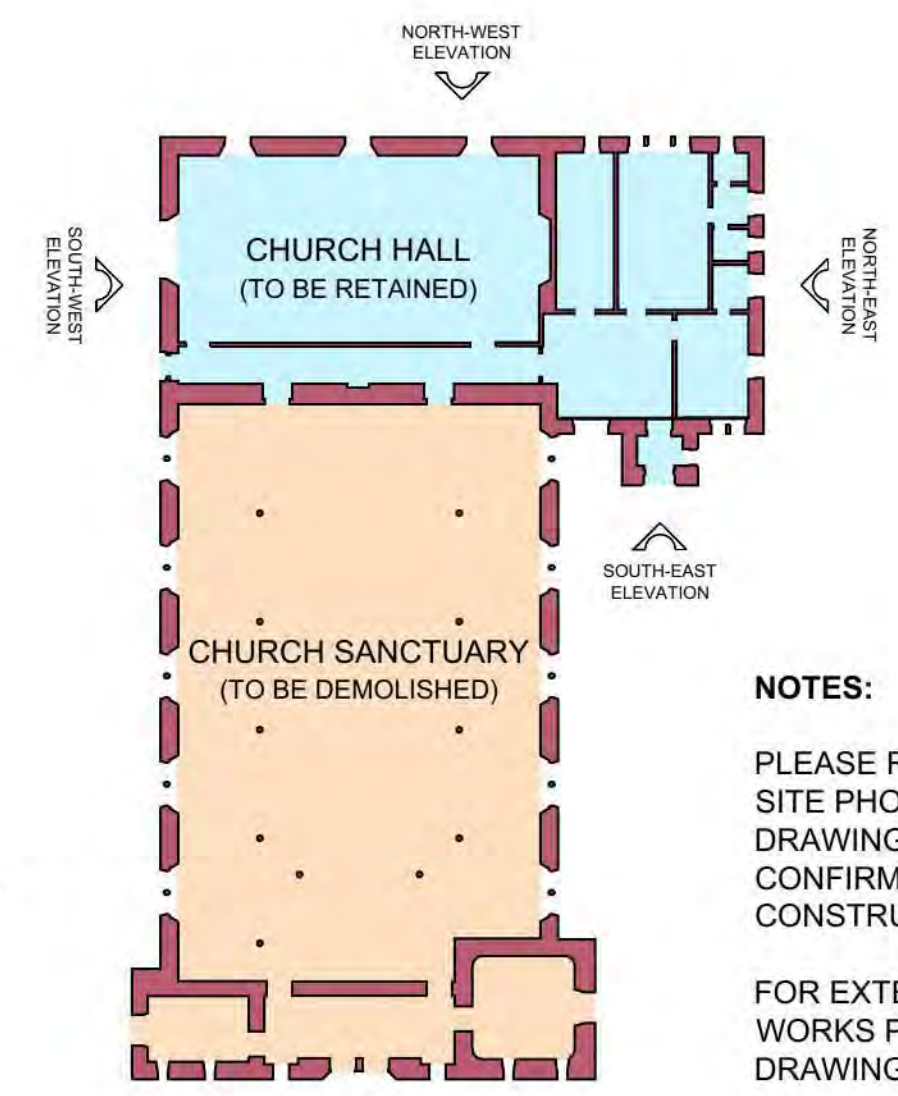


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EXISTING NORTH-WEST ELEVATION  
SCALE 1:100

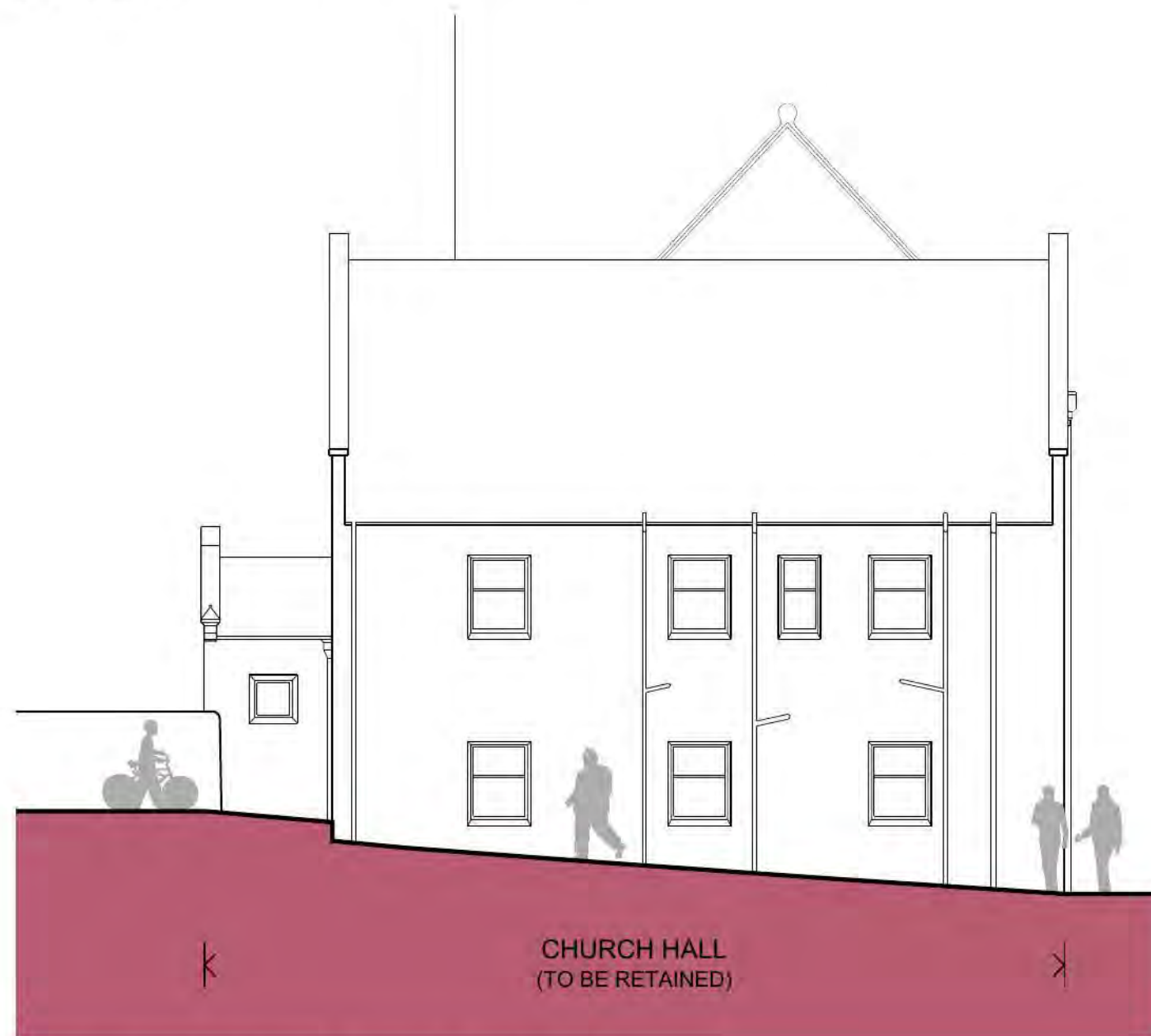


ELEVATION KEY PLAN  
NTS

**NOTES:**

PLEASE REFER TO EXISTING SITE PHOTOGRAPHS IN DRAWING '3984-EX-002' FOR CONFIRMATION OF CONSTRUCTION MATERIALS.

FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.

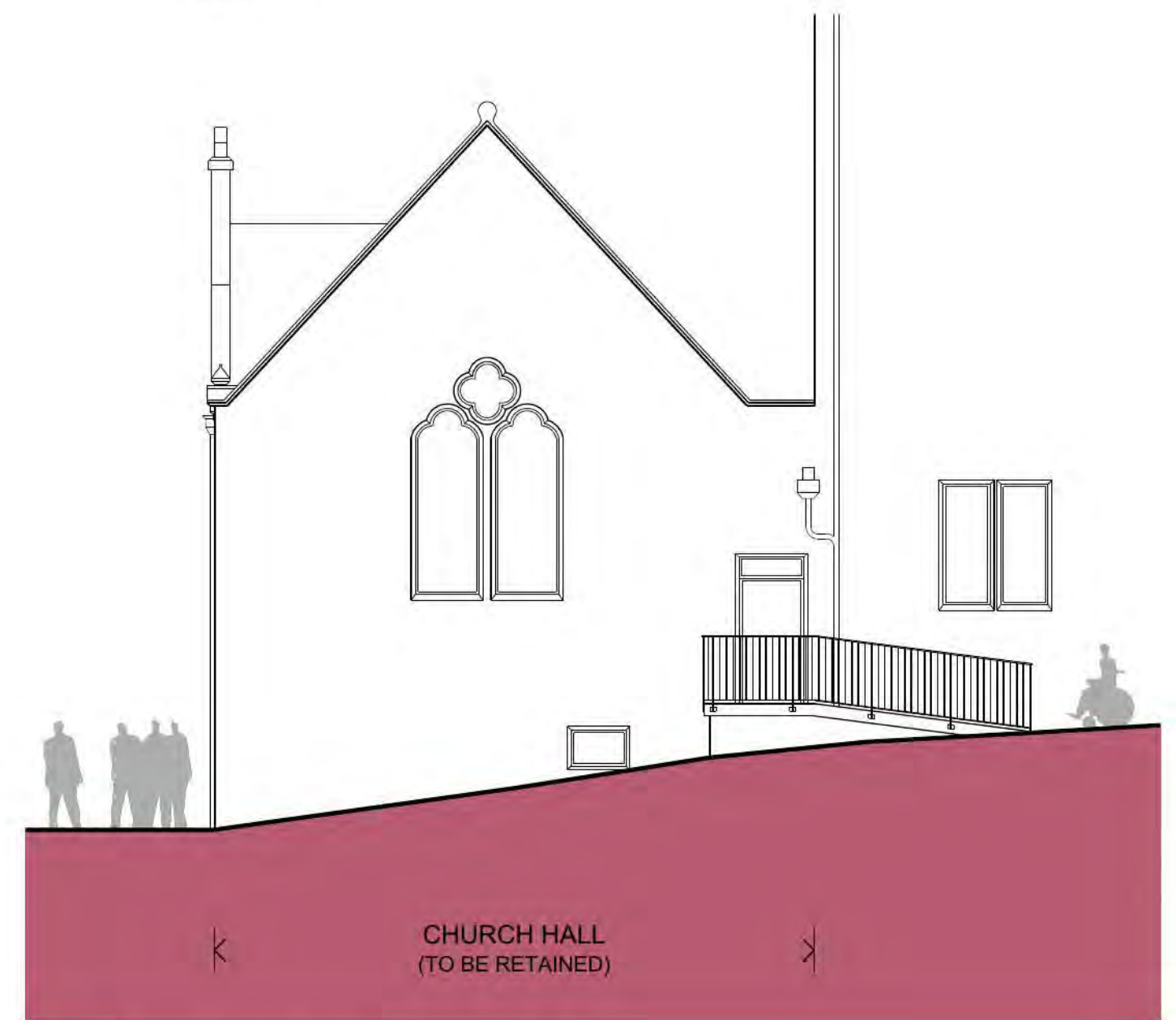


EXISTING NORTH-EAST ELEVATION  
SCALE 1:100



EXISTING SOUTH-EAST ELEVATION  
SCALE 1:100

PLANNING  
1:100@A2



EXISTING SOUTH-WEST ELEVATION  
SCALE 1:100

Existing Elevations

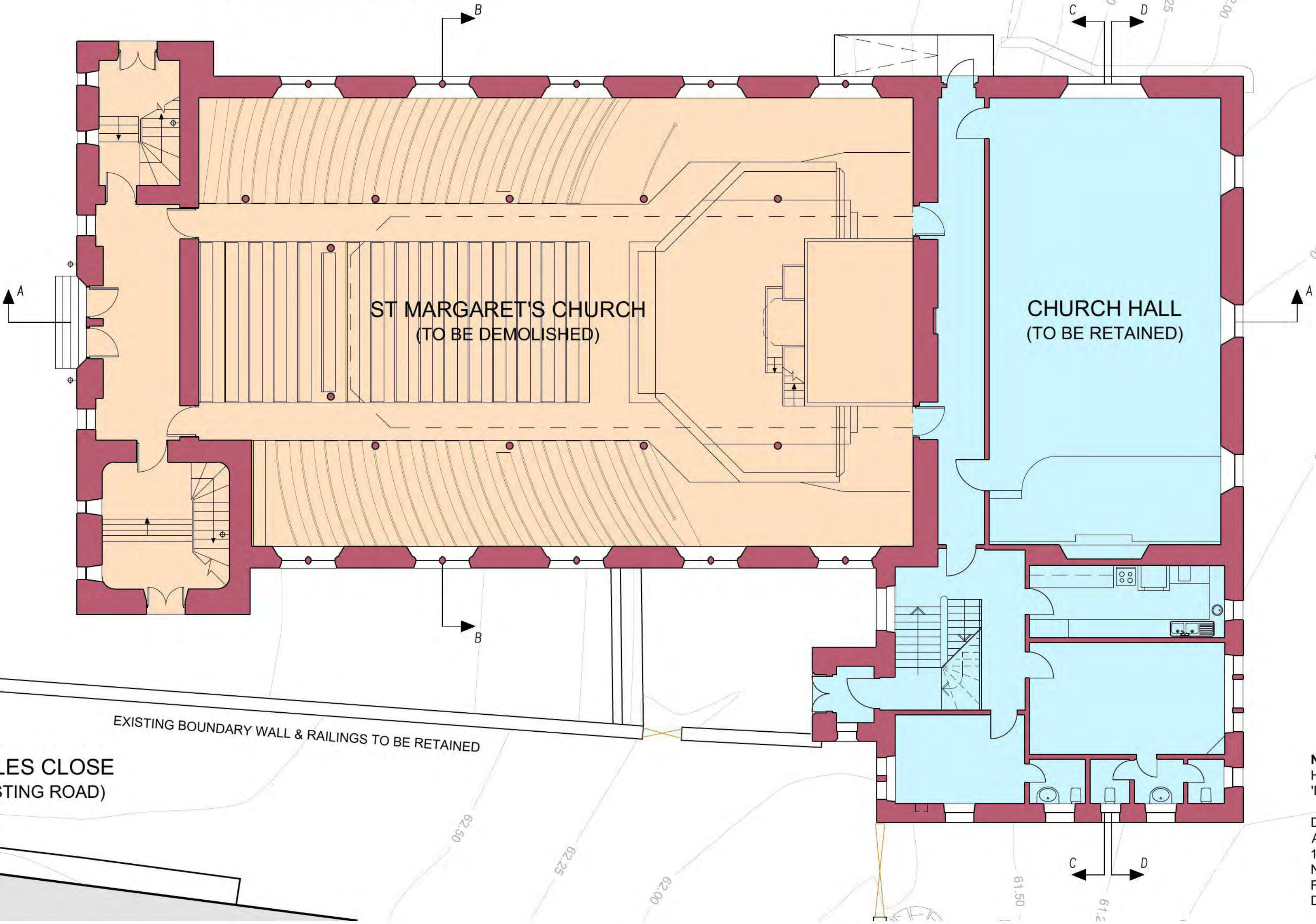
Drawing No. 3984-EX-502





EQ ACCOUNTANTS

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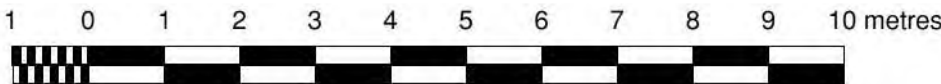
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Existing Ground Floor Plan

PLANNING  
1:100@A2

Drawing No. 3984-EX-301

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church

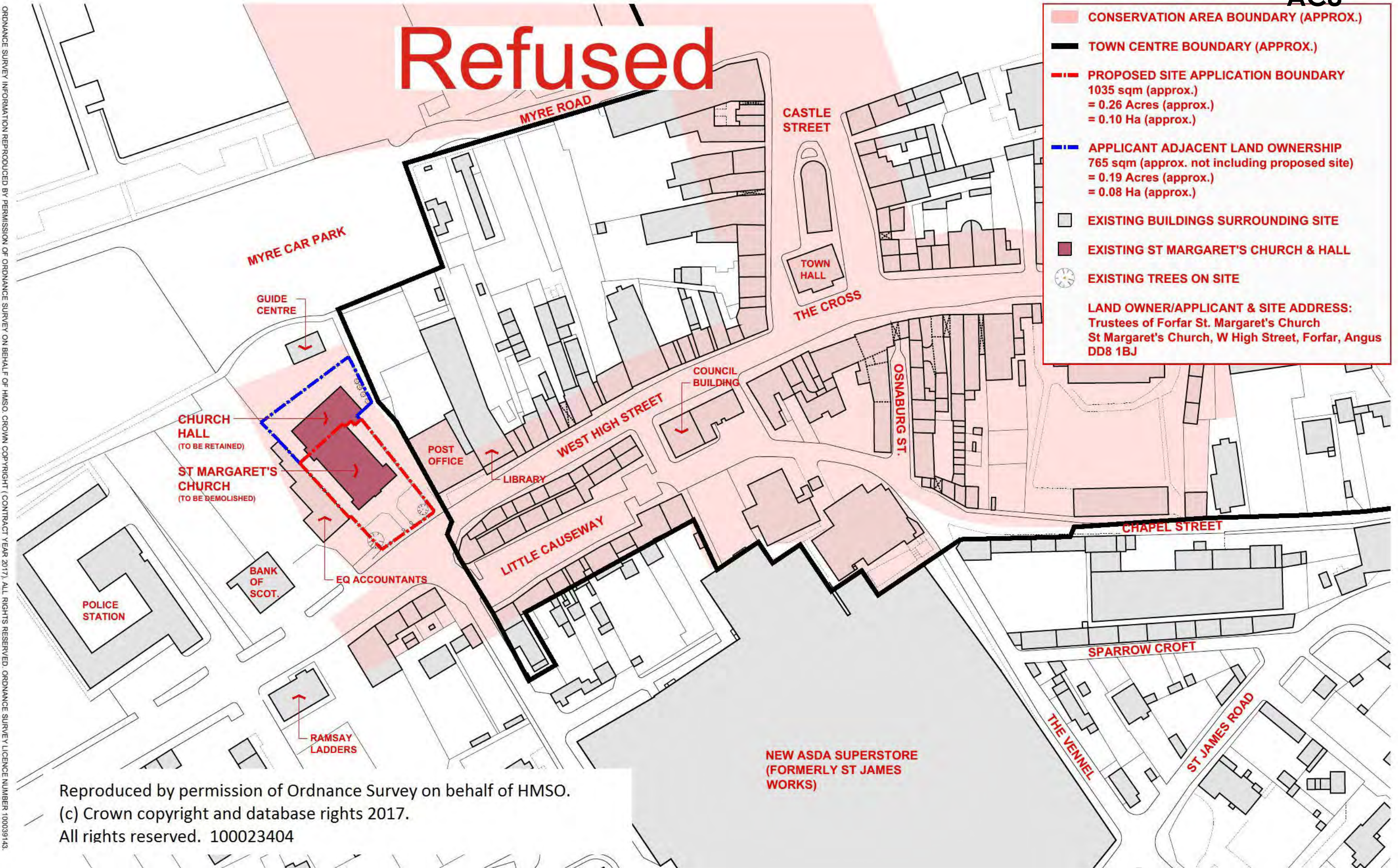


James F Stephen Architects  
Tel. 01307 475000 www.jfsa.co.uk © JFS Architects LLP





# Refused

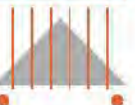


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Existing Location Plan

PLANNING  
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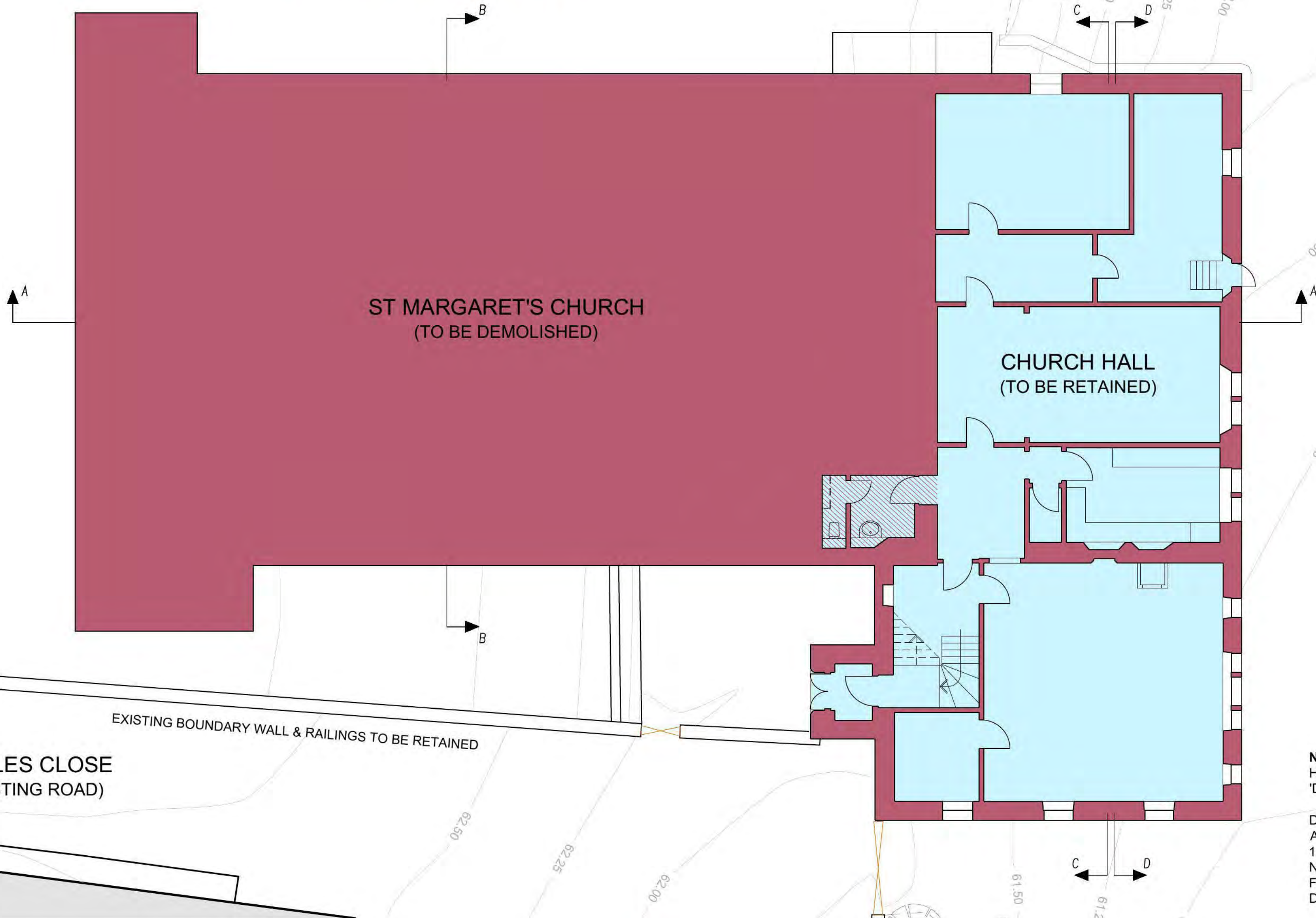
Drawing No. 3984-EX-100





EQ ACCOUNTANTS

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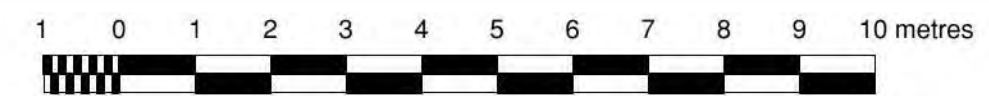
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Existing Lower Floor Plan

PLANNING  
1:100@A2

Drawing No. 3984-EX-201

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church





# Refused

AC8



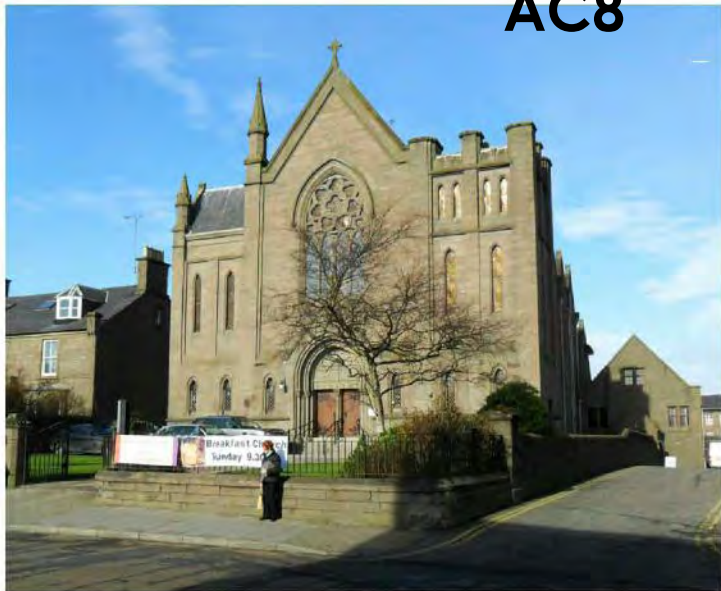
EXTERNAL VIEW 01.



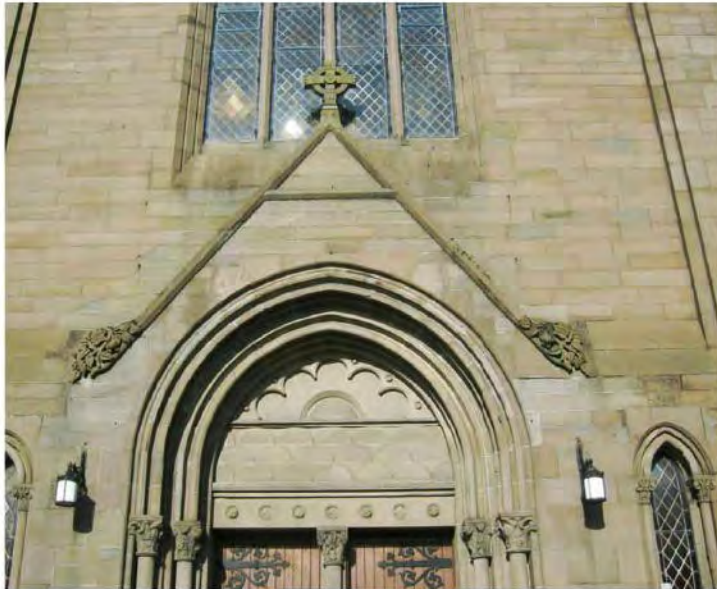
EXTERNAL VIEW 02.



EXTERNAL VIEW 03.



EXTERNAL VIEW 04.



EXTERNAL VIEW 05.



EXTERNAL VIEW 06.



EXTERNAL VIEW 07.



EXTERNAL VIEW 08.



EXTERNAL VIEW 09.



EXTERNAL VIEW 10.



EXTERNAL VIEW 11.

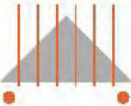


EXTERNAL VIEW 12.

Existing Photographical Study

PLANNING  
NTS@A3

Drawing No. 3984-EX-002





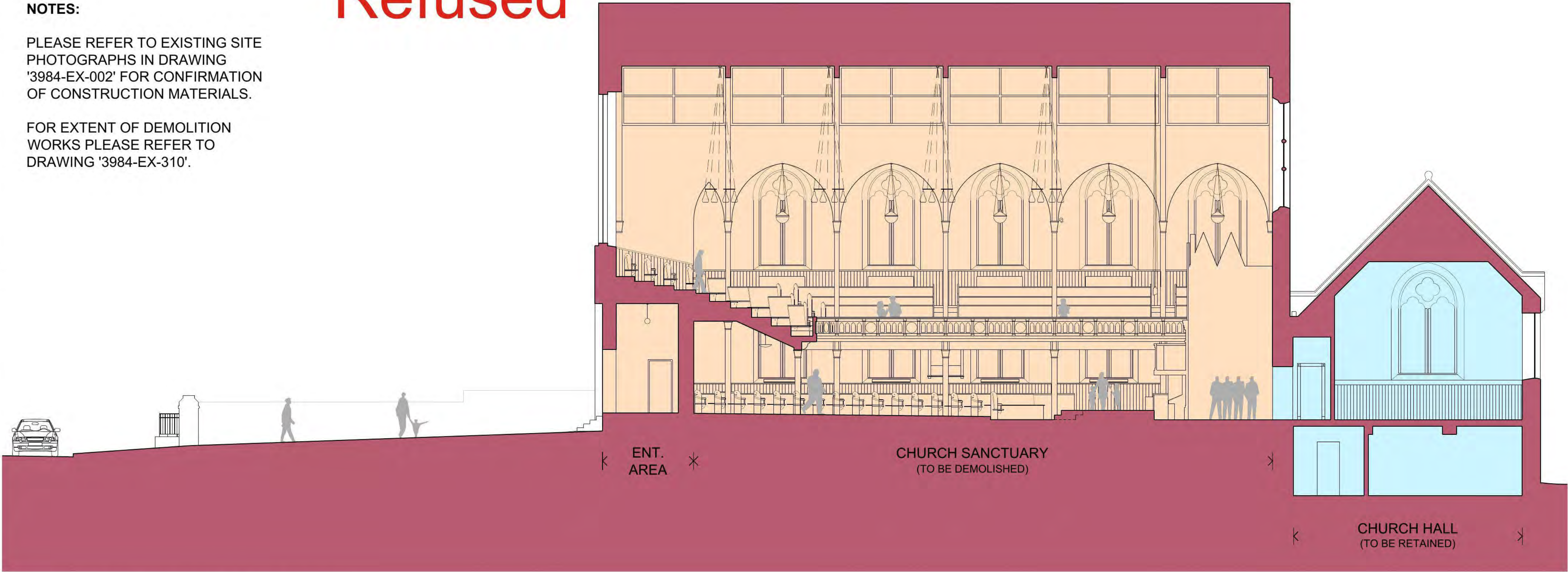
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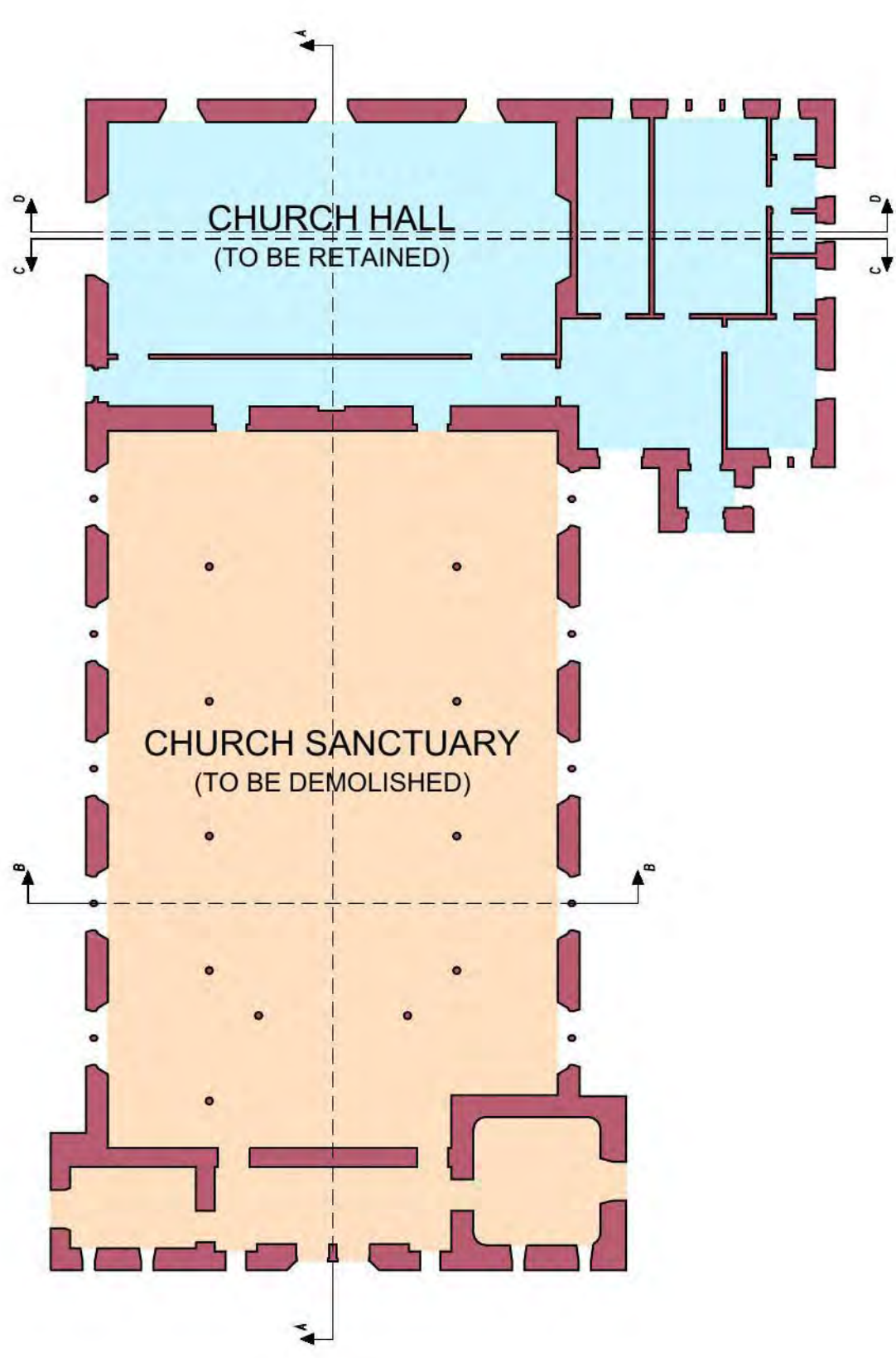
**NOTES:**

PLEASE REFER TO EXISTING SITE PHOTOGRAPHS IN DRAWING '3984-EX-002' FOR CONFIRMATION OF CONSTRUCTION MATERIALS.

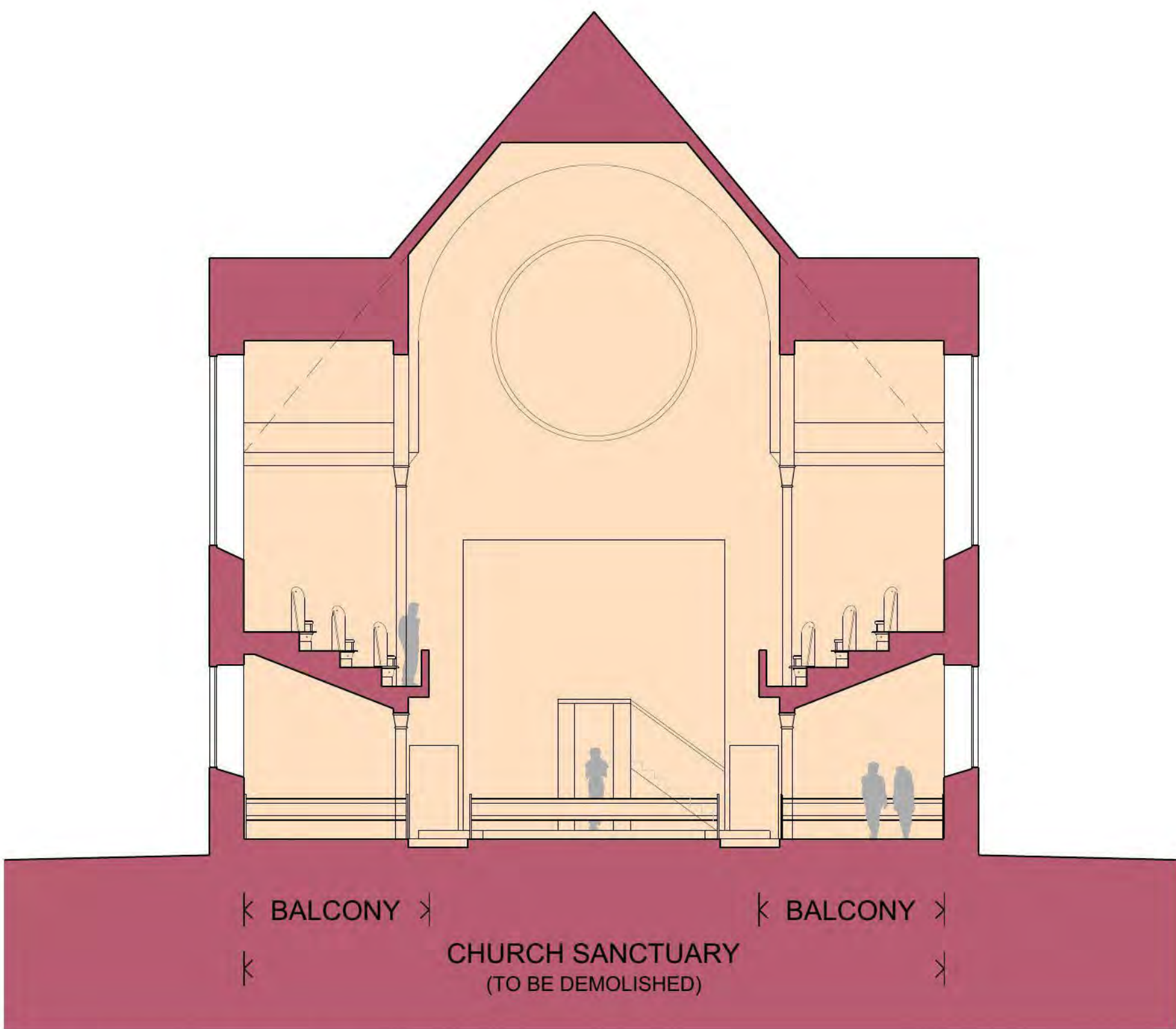
FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.



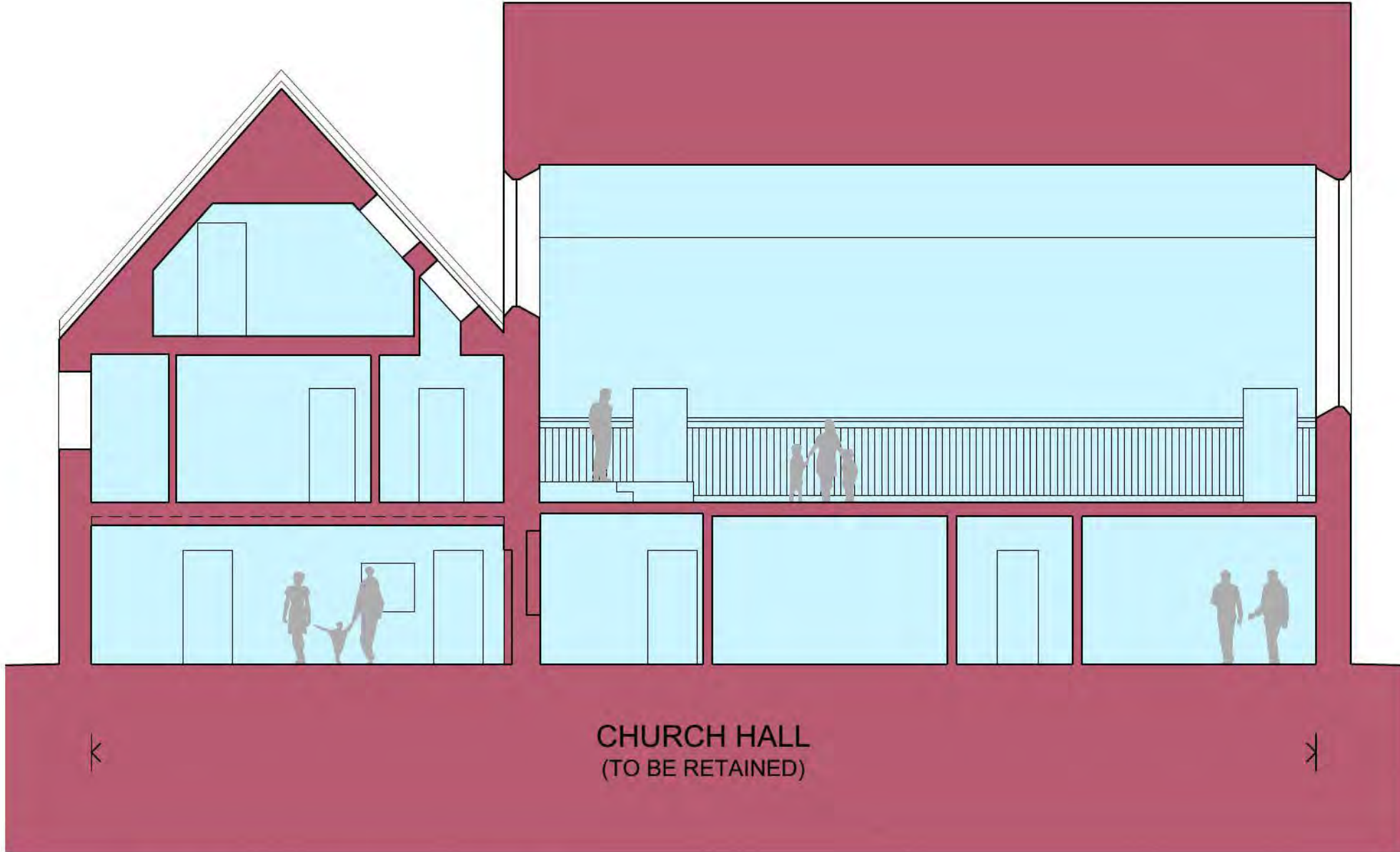
EXISTING LONGITUDINAL SECTION A-A  
SCALE 1:100



SECTION KEY PLAN  
NTS



EXISTING CROSS SECTION B-B  
SCALE 1:100



EXISTING CROSS SECTION C-C  
SCALE 1:100



EXISTING CROSS SECTION D-D  
SCALE 1:100

Refused

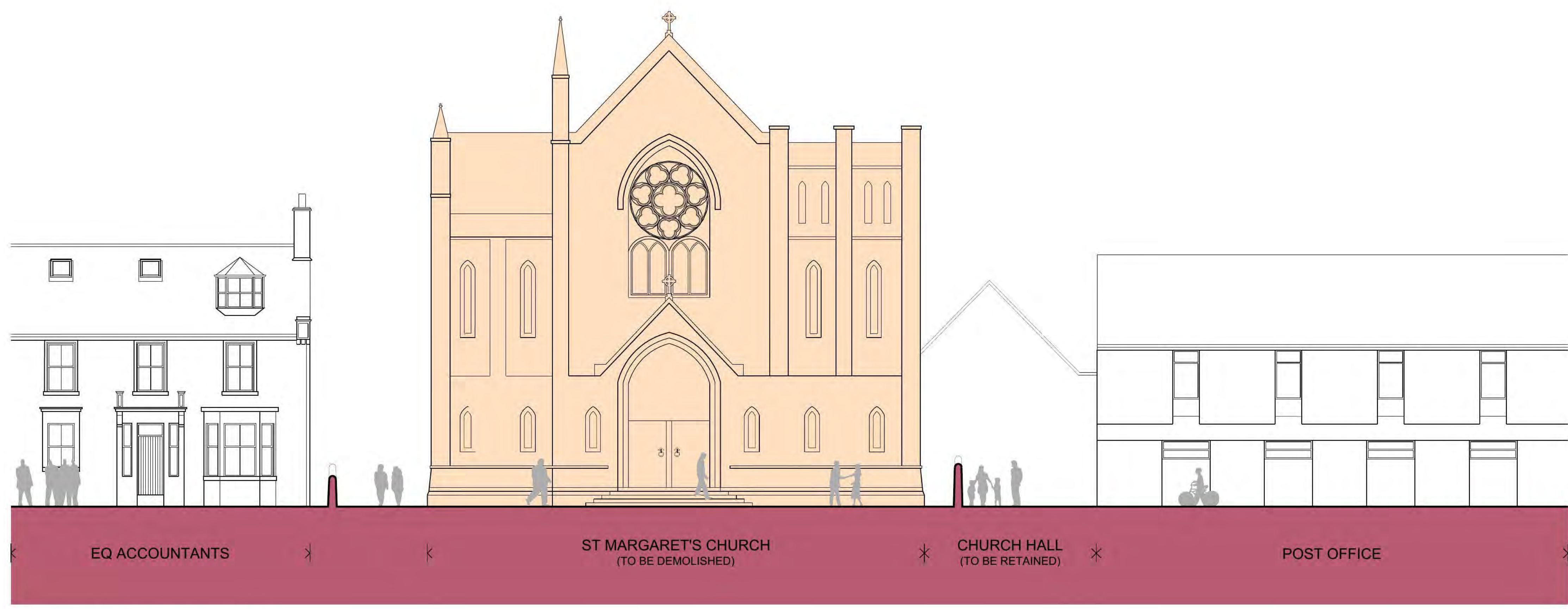
Existing Longitudinal & Cross Sections

PLANNING  
1:100 @ A1

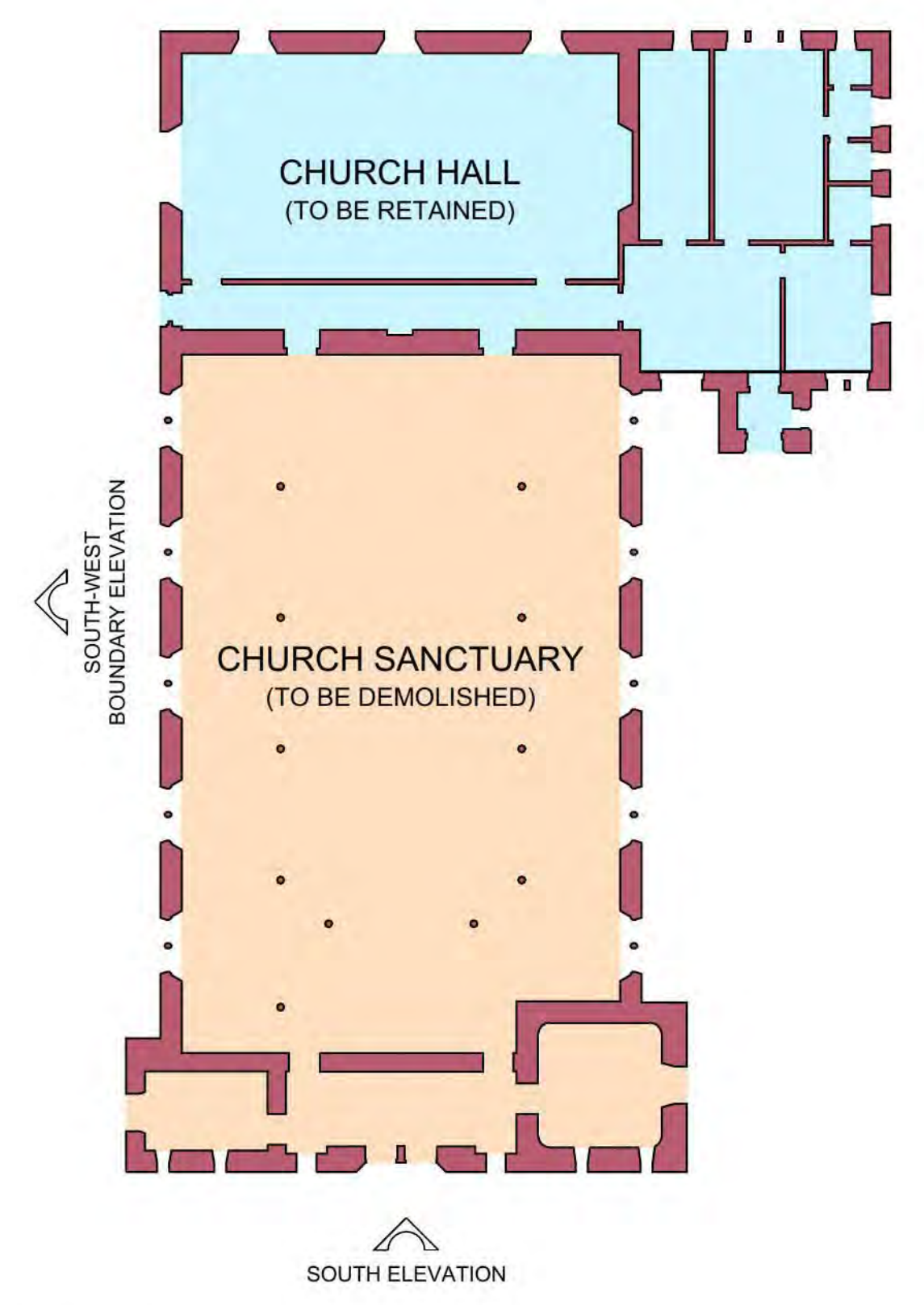
Drawing No. 3984-EX-400



Refused



EXISTING SOUTH ELEVATION  
SCALE 1:100



ELEVATION KEY PLAN  
NTS

NOTES:

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FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.



EXISTING SOUTH-WEST BOUNDARY ELEVATION  
SCALE 1:100

Refused

Existing South Elevation & South-West Boundary Elevation

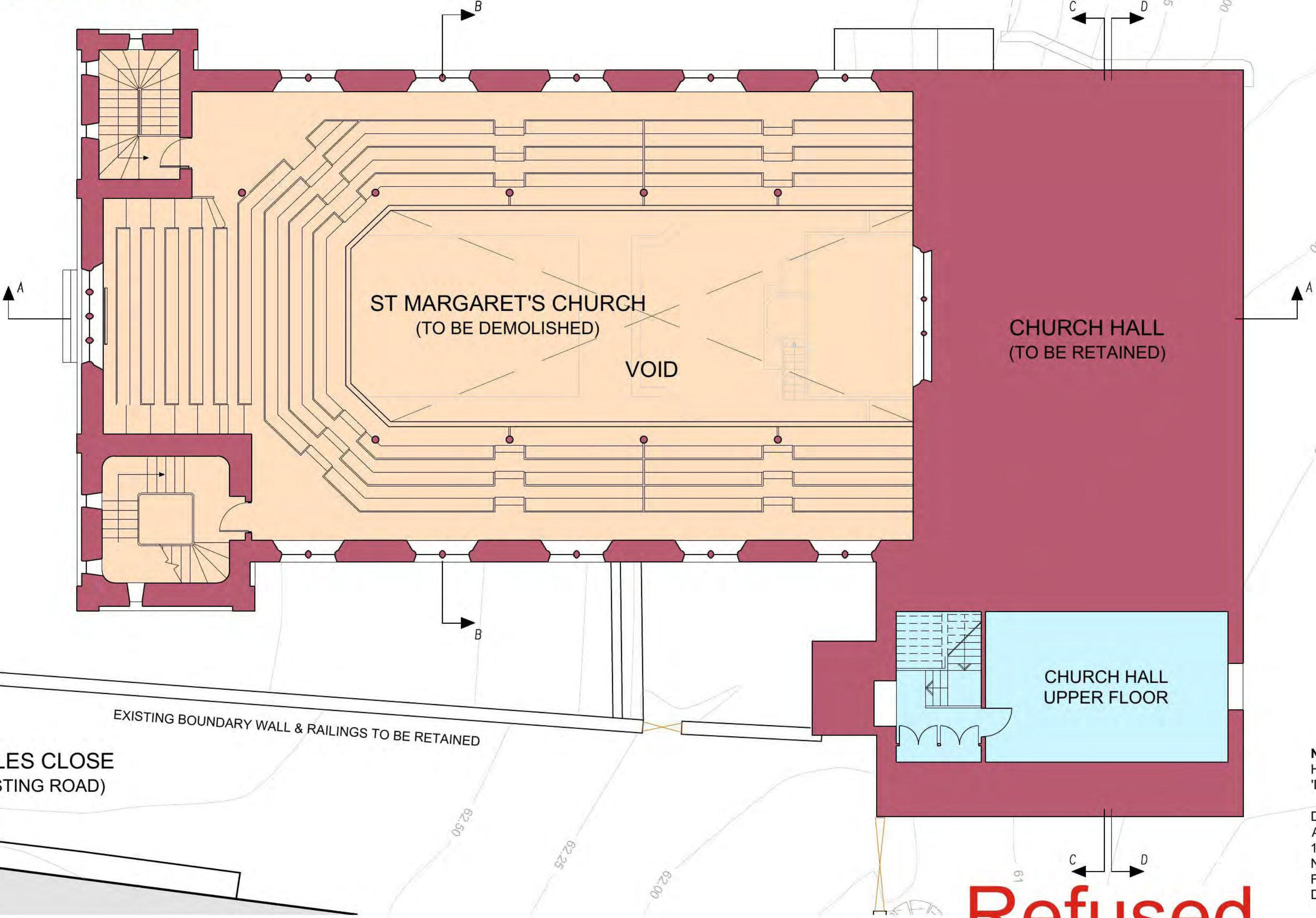
PLANNING  
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Drawing No. 3984-EX-500



EQ ACCOUNTANTS

Refused

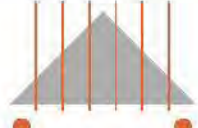
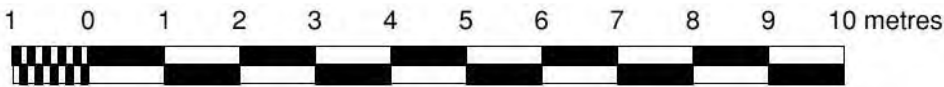


Refused

Existing Upper Floor Plan

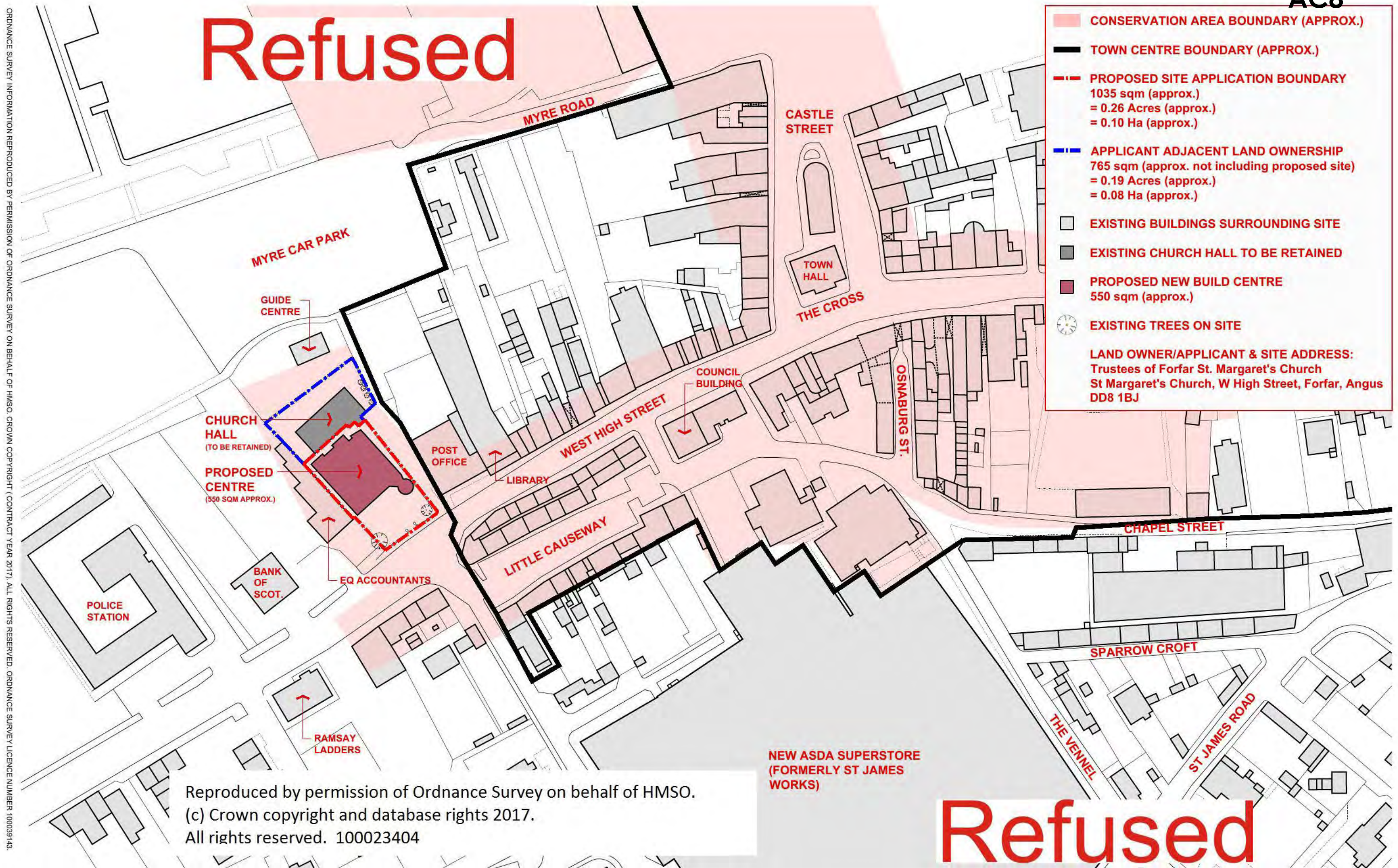
PLANNING  
1:100@A2

Drawing No. 3984-EX-302





# Refused



Proposed Location Plan

PLANNING  
1:1250 @ A3

Drawing No. 3984-SD-B-101





Refused

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PROPOSED SITE APPLICATION BOUNDARY

1035 sqm approx

= 0.26 Acres

= 0.10 Ha

APPLICANT ADJACENT LAND OWNERSHIP

765 sqm (approx. not including proposed site)

= 0.19 Acres (approx.)

= 0.08 Ha (approx.)

EXISTING BUILDINGS

EXISTING CHURCH HALL TO BE RETAINED

PROPOSED NEW BUILD CENTRE

550 sqm (approx.)

EXISTING TREES ON SITE

NEW TREES ON SITE (SPECIES/POSITIONS/NO. TBC)

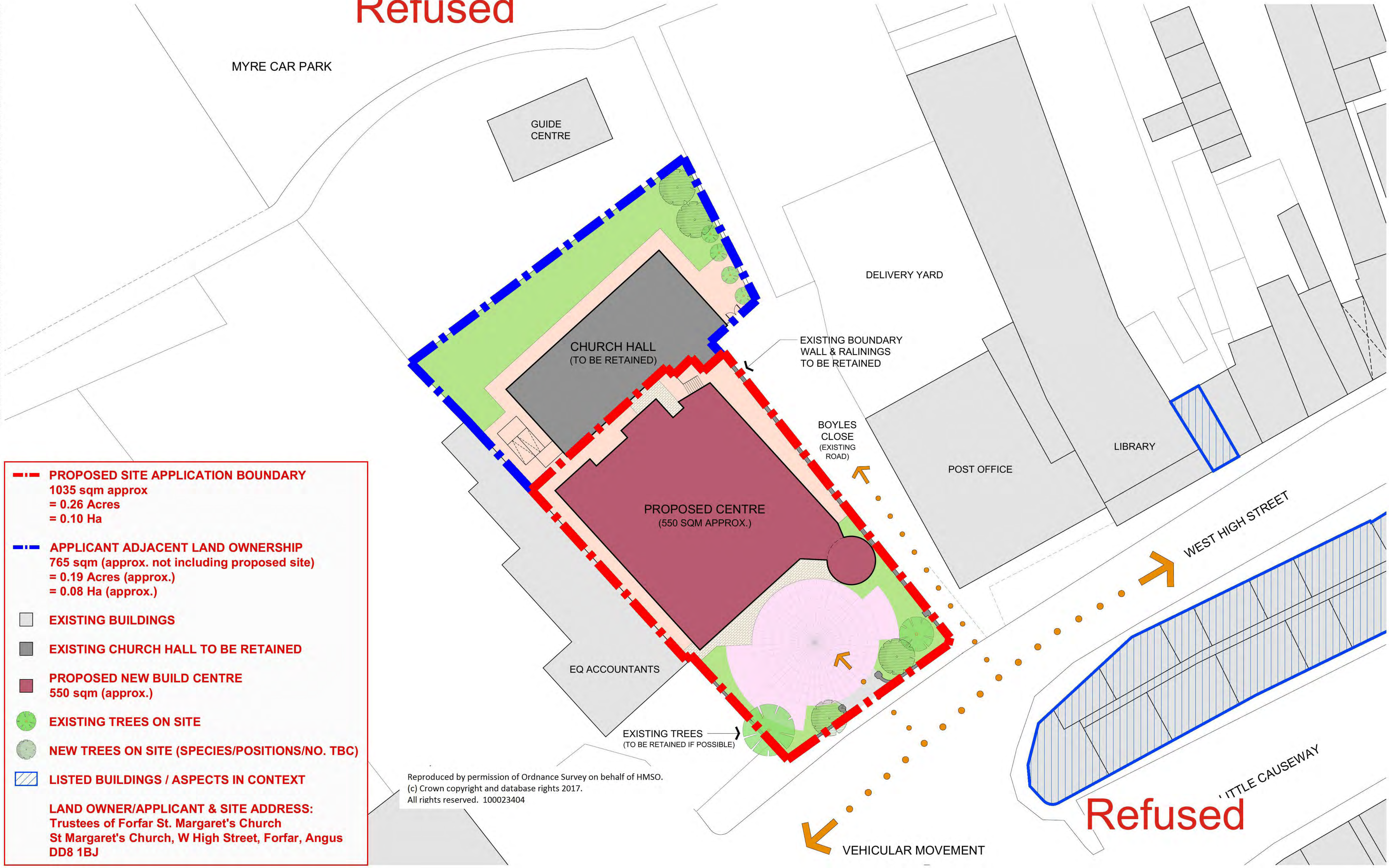
LISTED BUILDINGS / ASPECTS IN CONTEXT

LAND OWNER/APPLICANT & SITE ADDRESS:

Trustees of Forfar St. Margaret's Church

St Margaret's Church, W High Street, Forfar, Angus

DD8 1BJ

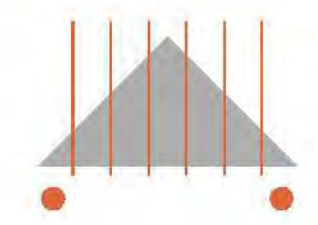
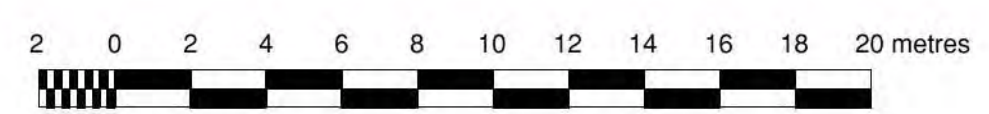
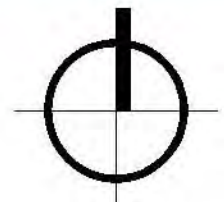


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Proposed Site Plan

PLANNING  
1:200 @ A1

Drawing No. 3984-SD-B-100

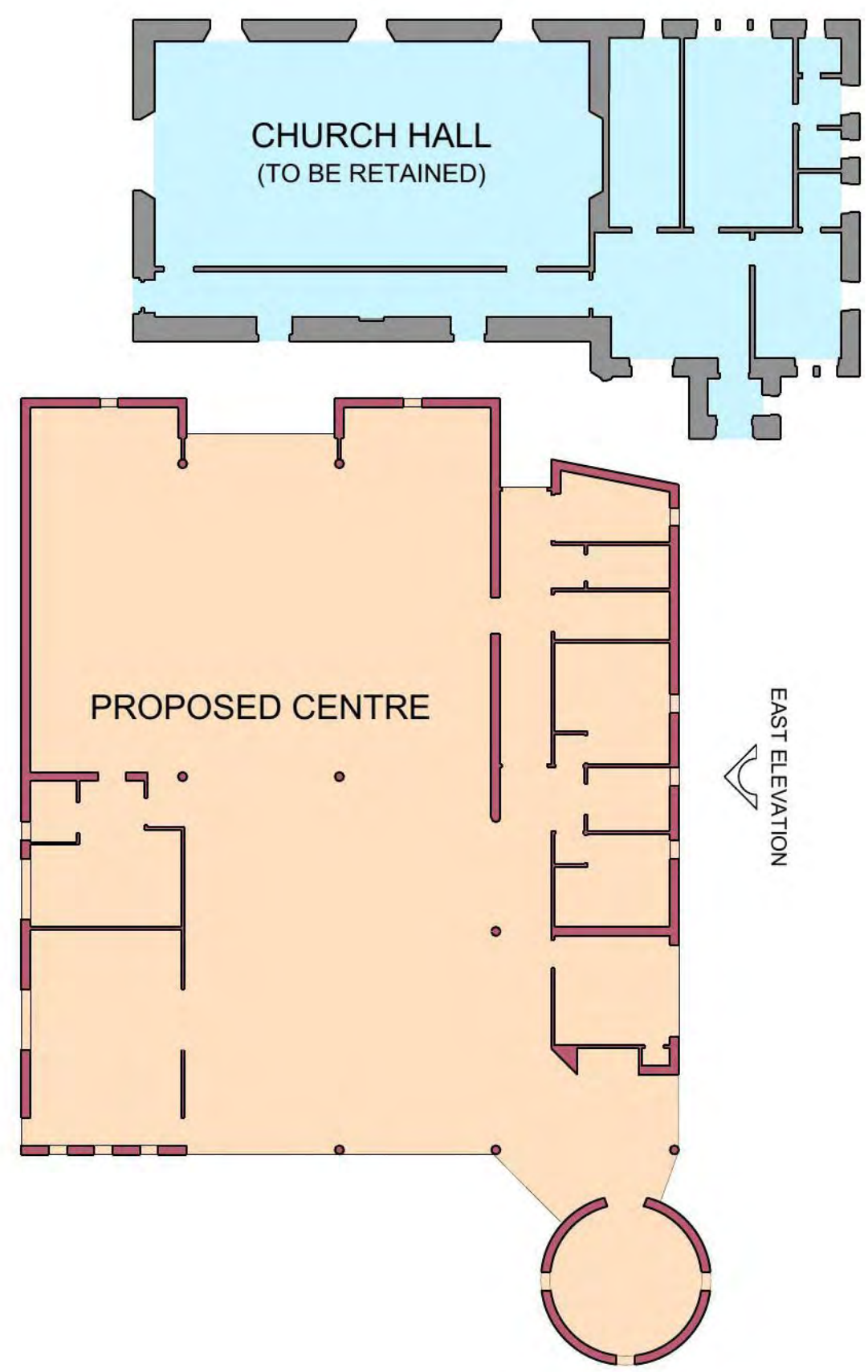




Refused



PROPOSED EAST ELEVATION  
SCALE 1:100



SECTION KEY PLAN  
NTS



PROPOSED WEST ELEVATION  
SCALE 1:100

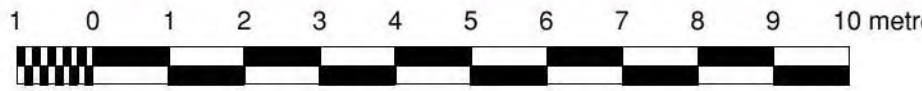
- NOTES:**
- FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.
- MATERIALS KEY:**
- 1. STANDING SEAM METAL ROOF (COLOUR TBC)
  - 2. BUFF COLOURED FACING BRICK FACADE
  - 3. H.W. BEAMS (STAINED & TREATED, COLOUR TBC)
  - 4. H.W COLUMNS (STAINED & TREATED, COLOUR TBC)
  - 5. DOUBLE GLAZED (LOW E) CLEAR GLAZED HIGH PERFORMANCE SCREENS
  - 6. DOUBLE GLAZED (LOW E) HIGH PERFORMANCE WINDOWS & DOORS
  - 7. PROPRIETRY STYLE GLAZING SYSTEM TO INCORPORATE HERITAGE COLOURS (COLOUR TBC)
- (ALL MATERIALS TO BE EQUAL & OR APPROVED)

Refused

Proposed East & West Elevations

PLANNING  
1:100 @ A1

Drawing No. 3984-SD-B-501

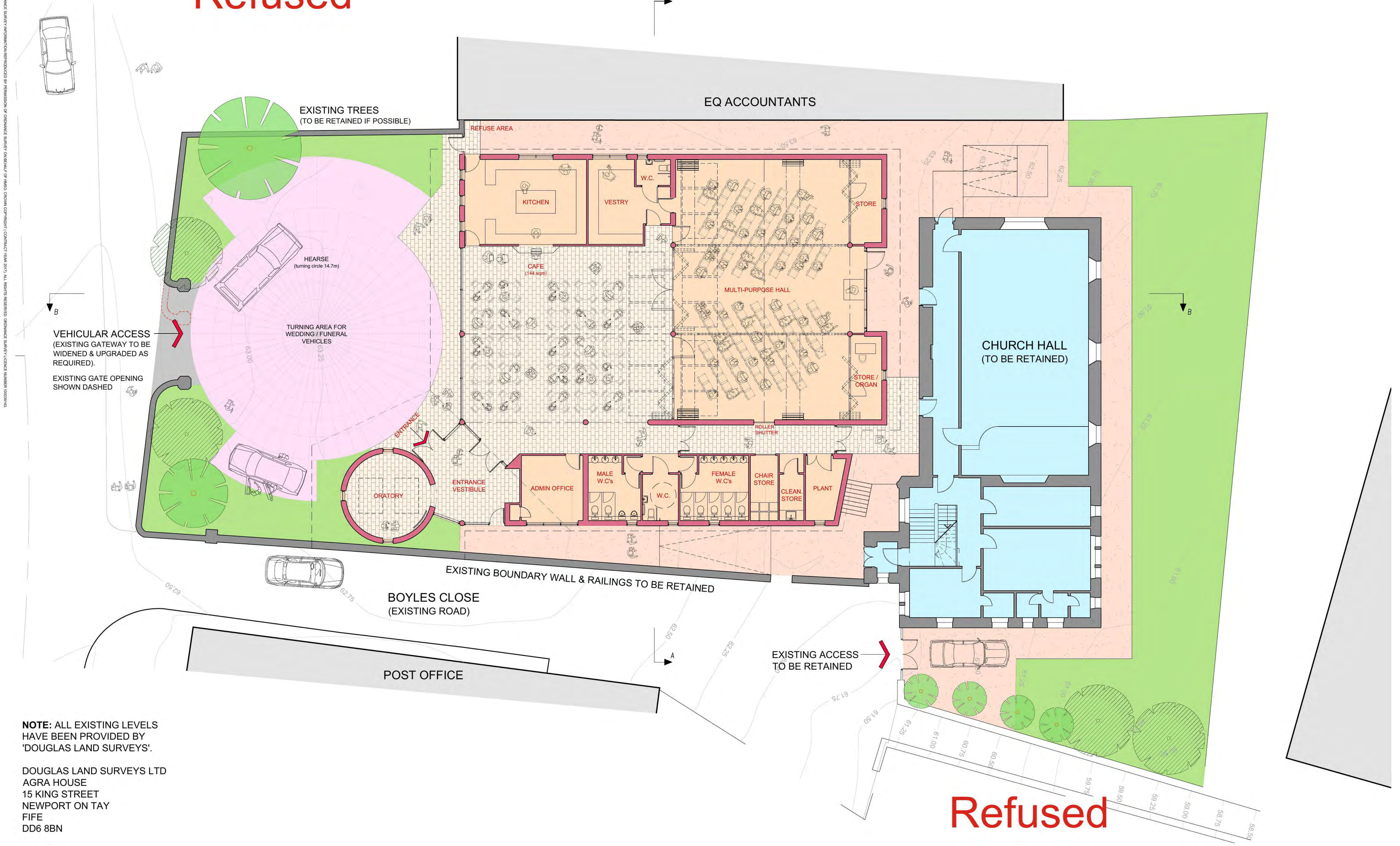




Refused

Refused

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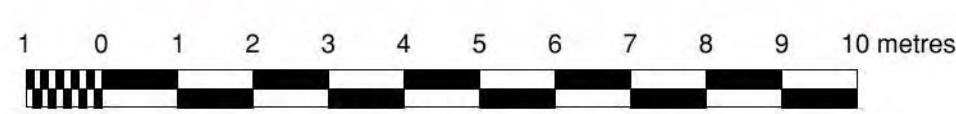
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NEWPORT ON TAY  
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DD6 8BN

Proposed Ground Floor Plan

PLANNING  
1:100 @ A1

Drawing No. 3984-SD-B-301

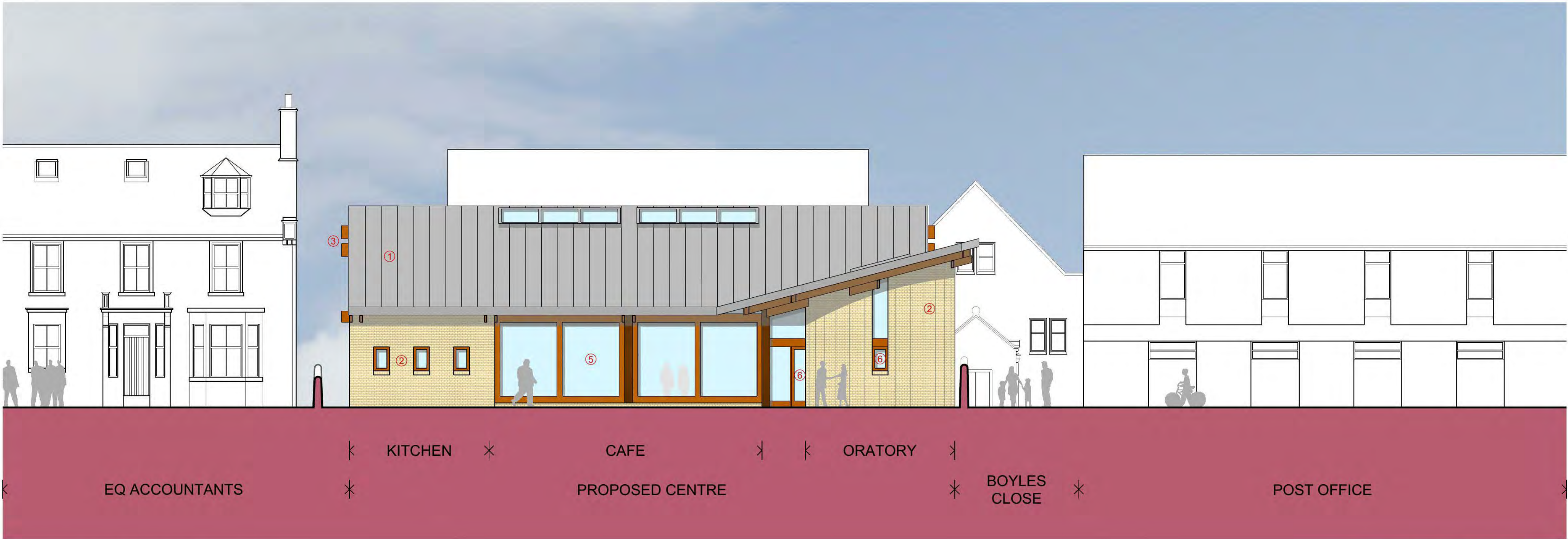




Refused



PROPOSED NORTH ELEVATION  
SCALE 1:100



PROPOSED SOUTH ELEVATION  
SCALE 1:100



SECTION KEY PLAN  
NTS

- NOTES:**
- FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.
- MATERIALS KEY:**
1. STANDING SEAM METAL ROOF (COLOUR TBC)
  2. BUFF COLOURED FACING BRICK FACADE
  3. H.W. BEAMS (STAINED & TREATED, COLOUR TBC)
  4. H.W COLUMNS (STAINED & TREATED, COLOUR TBC)
  5. DOUBLE GLAZED (LOW E) CLEAR GLAZED HIGH PERFORMANCE SCREENS
  6. DOUBLE GLAZED (LOW E) HIGH PERFORMANCE WINDOWS & DOORS
  7. PROPRIETRY STYLE GLAZING SYSTEM TO INCORPORATE HERITAGE COLOURS (COLOUR TBC)
- (ALL MATERIALS TO BE EQUAL & OR APPROVED)

Refused

Proposed North & South Elevations

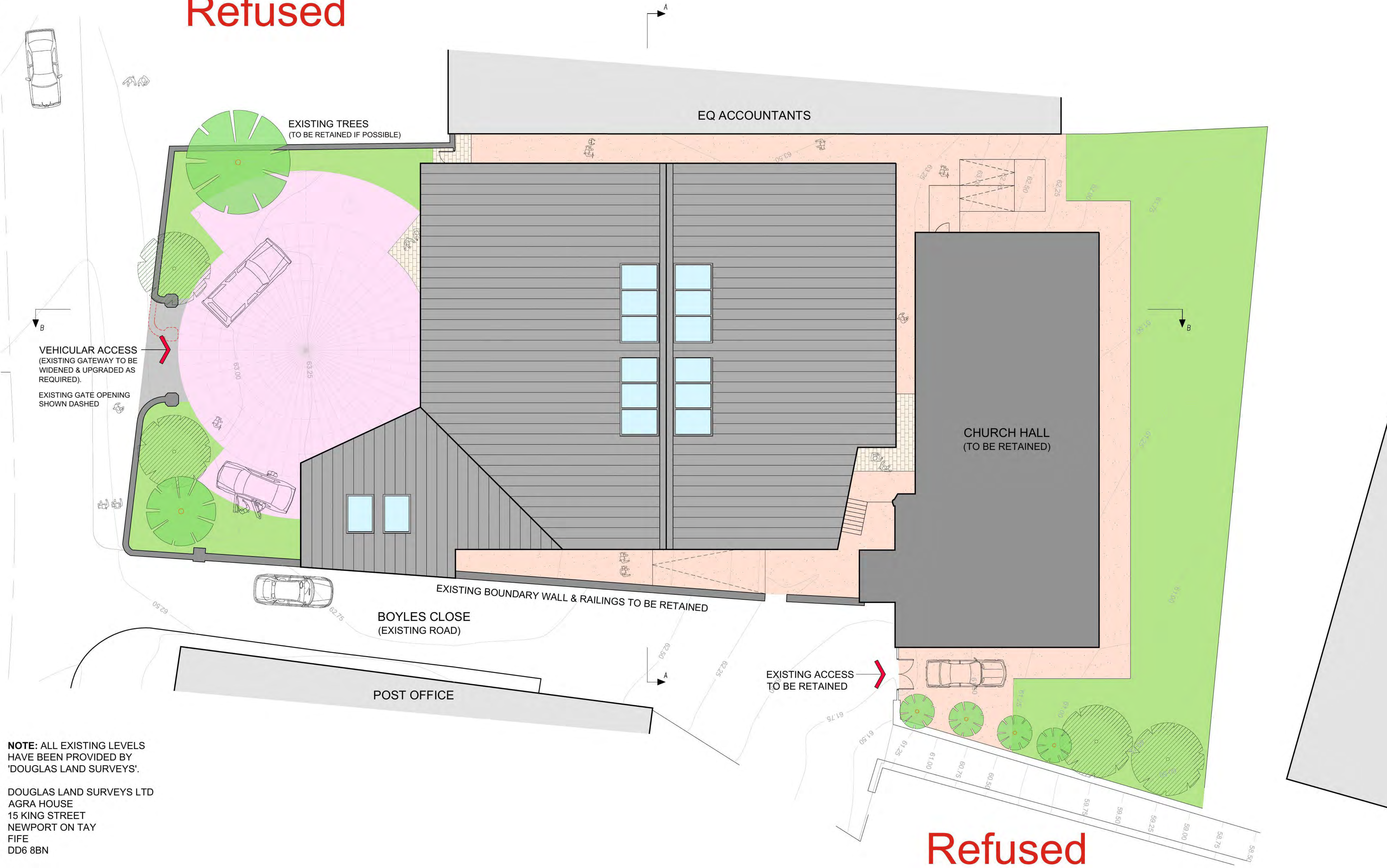
PLANNING  
1:100 @ A1

Drawing No. 3984-SD-B-500



Refused

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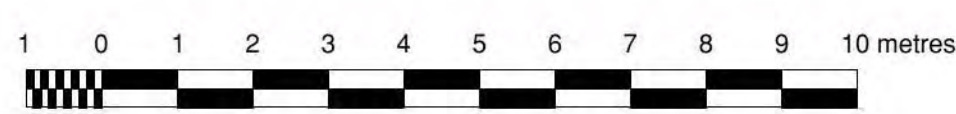
Refused

Proposed Roof Plan

PLANNING  
1:100 @ A1

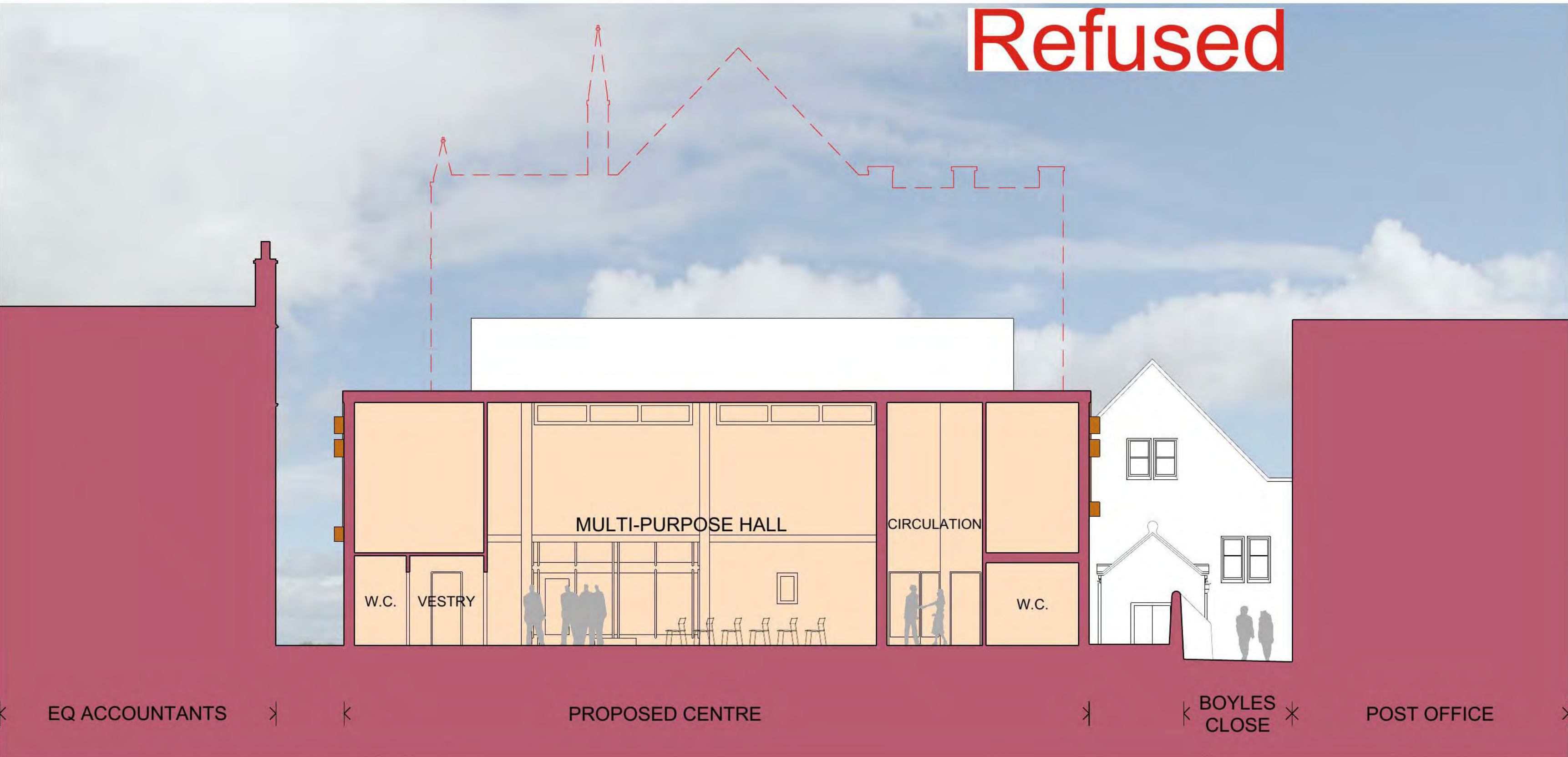
Drawing No. 3984-SD-B-310

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church

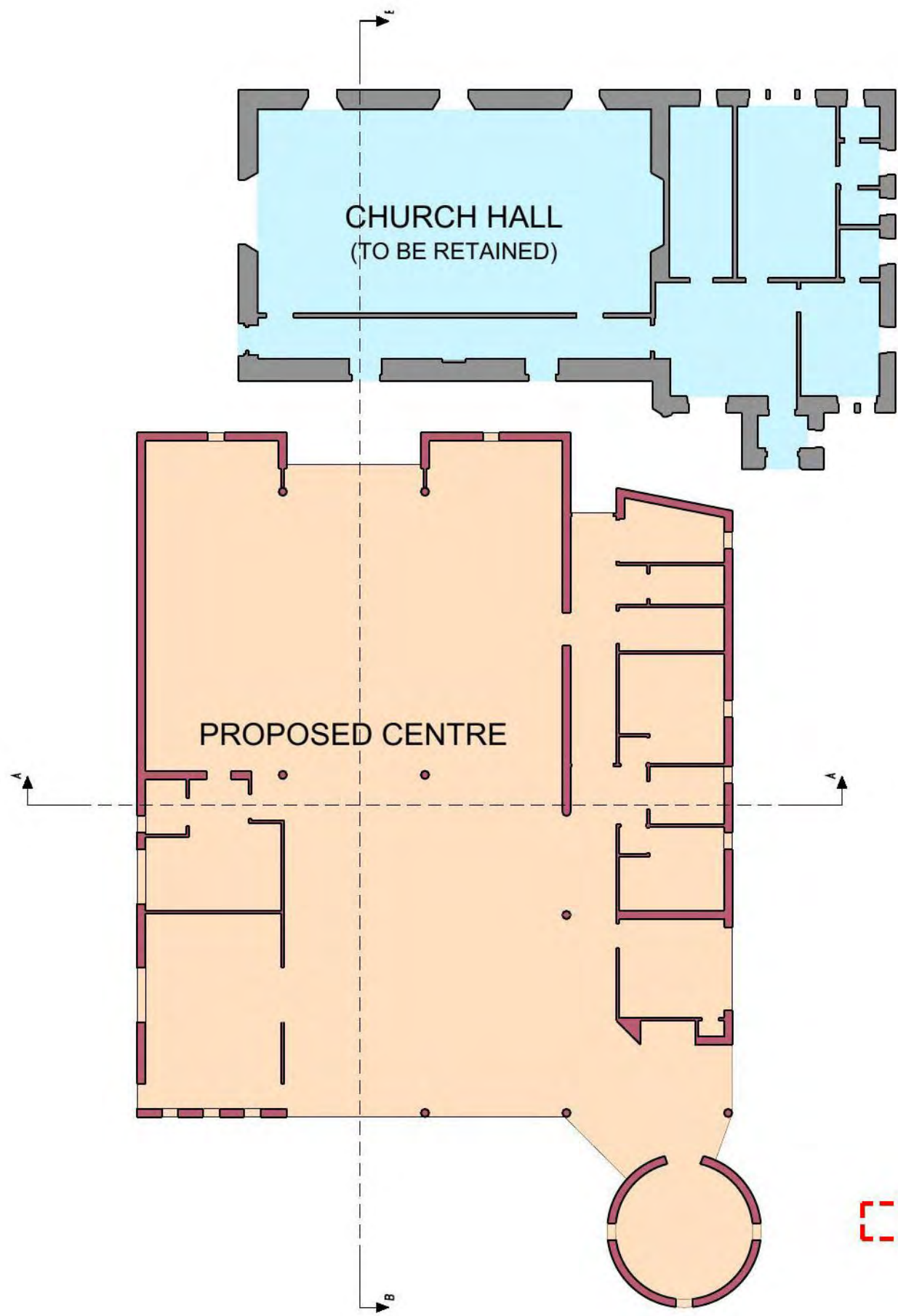




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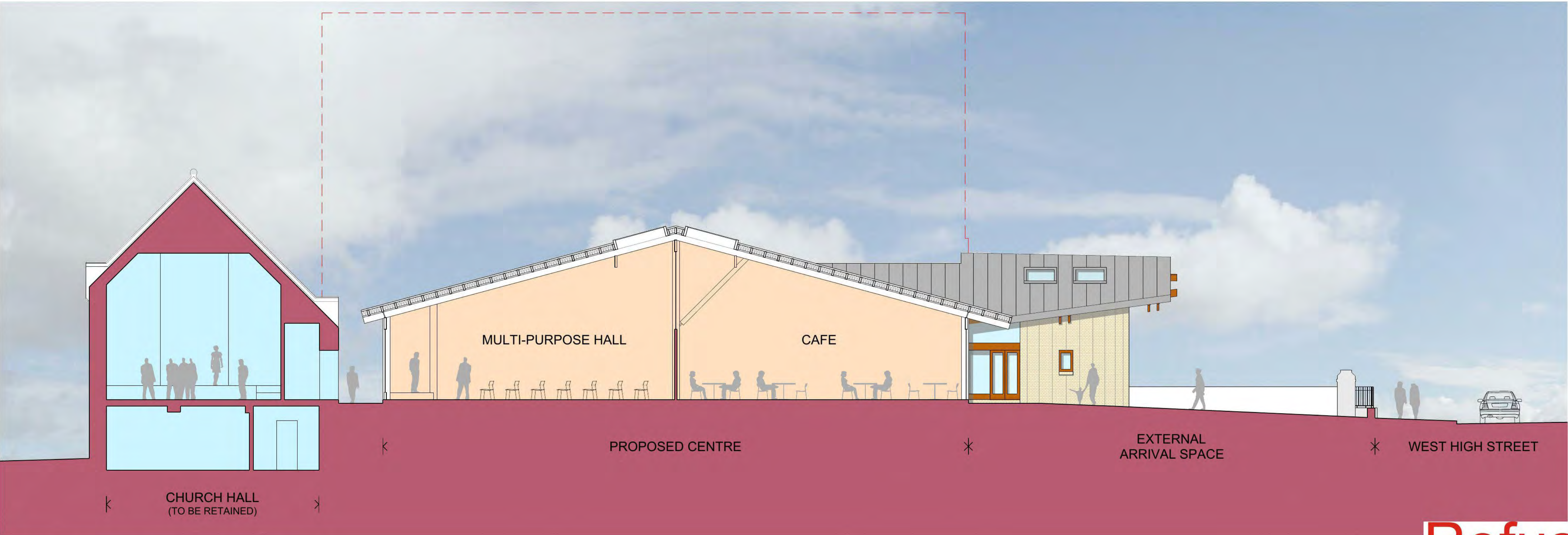
PROPOSED CROSS SECTION A-A  
SCALE 1:100



SECTION KEY PLAN  
NTS

**NOTES:**  
FOR EXTENT OF DEMOLITION  
WORKS PLEASE REFER TO  
DRAWING '3984-EX-310'.

**EXISTING ST MARGARET'S CHURCH  
(TO BE DEMOLISHED)**



PROPOSED LONGITUDINAL SECTION B-B  
SCALE 1:100

Proposed Longitudinal & Cross Sections

PLANNING  
1:100 @ A1

Drawing No. 3984-SD-B-401



# Refused



PLANNING  
NTS @ A3

Proposed 3D Image 01

Drawing No. 3984-SD-B-600





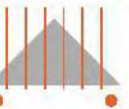
# Refused



Proposed 3D Image 02

PLANNING  
NTS @ A3

Drawing No. 3984-SD-B-601





# Refused

AC8



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Proposed 3D Image 03

PLANNING  
NTS @ A3

Drawing No. 3984-SD-B-602

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church

James F Stephen Architects  
Tel. 01307 475000 www.jfsa.co.uk © JFS Architects LLP





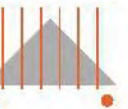
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Proposed 3D Image 04

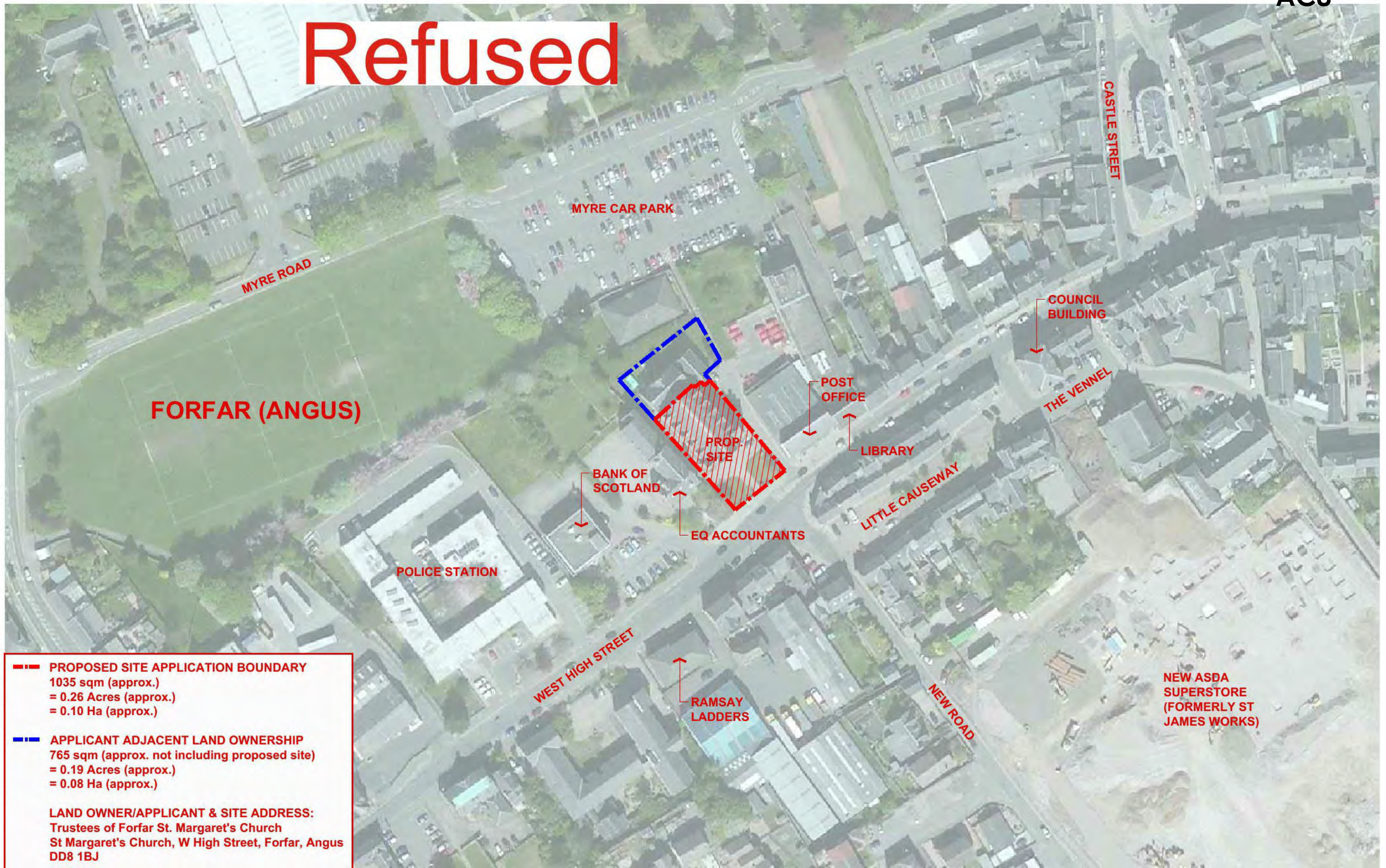
PLANNING  
NTS @ A3

Drawing No. 3984-SD-B-603





# Refused



Aerial View, West High Street, Forfar

PLANNING  
NTS@A3

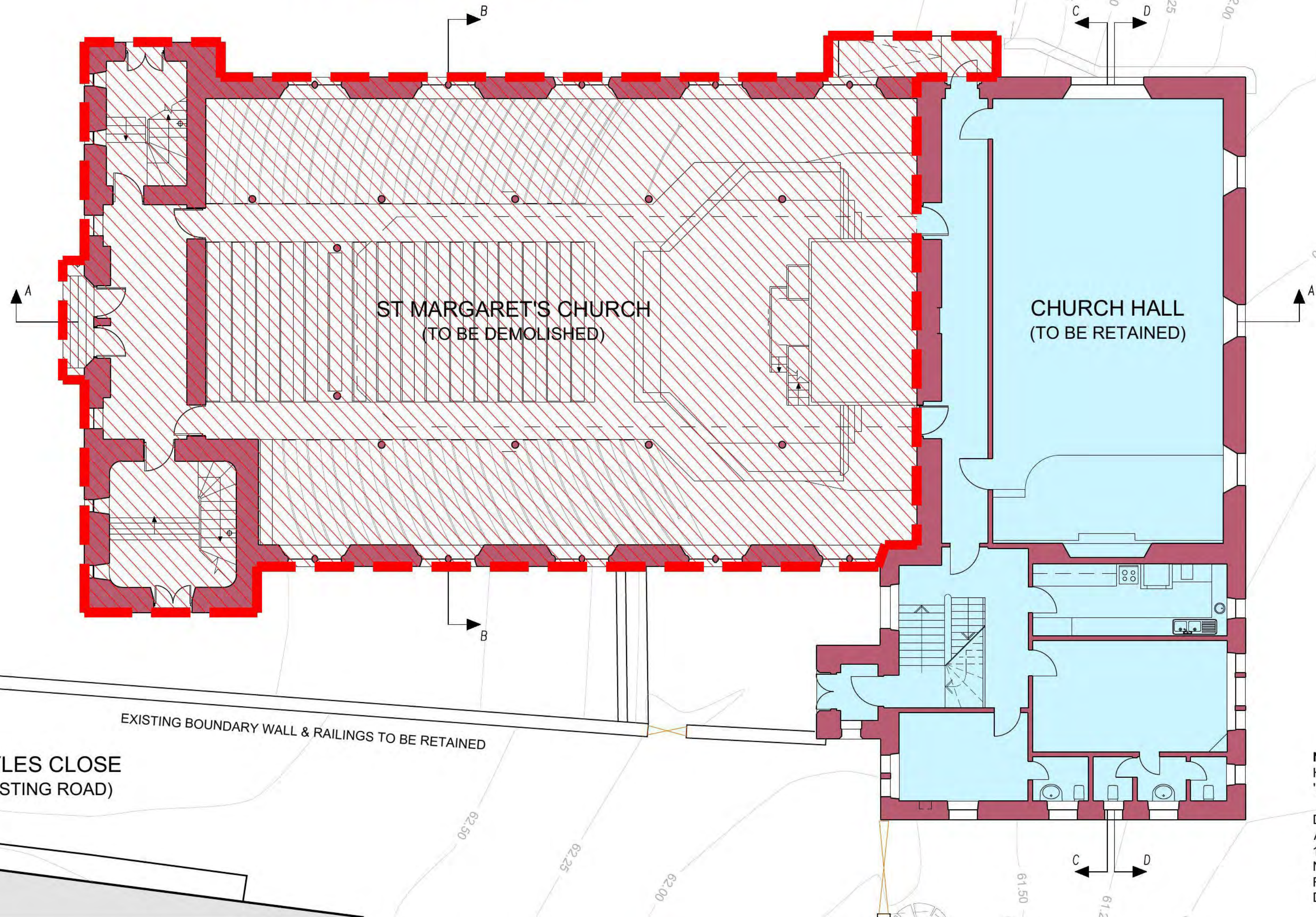
Drawing No. 3984-EX-001





EQ ACCOUNTANTS

Refused



BOYLES CLOSE  
(EXISTING ROAD)

EXISTING BOUNDARY WALL & RAILINGS TO BE RETAINED

POST OFFICE

SIZE OF EXISTING BUILDING / STRUCTURE IN TOTAL  
FOOTPRINT AREA - 712 SQM (APPROX.)

PLANNING  
1:100@A2

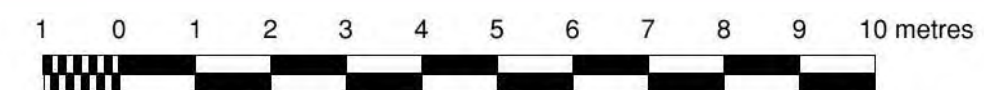
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DD6 8BN

Demolition Plan

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church

**SIZE OF PART TO BE DEMOLISHED**  
FOOTPRINT AREA - 445 SQM (APPROX.)



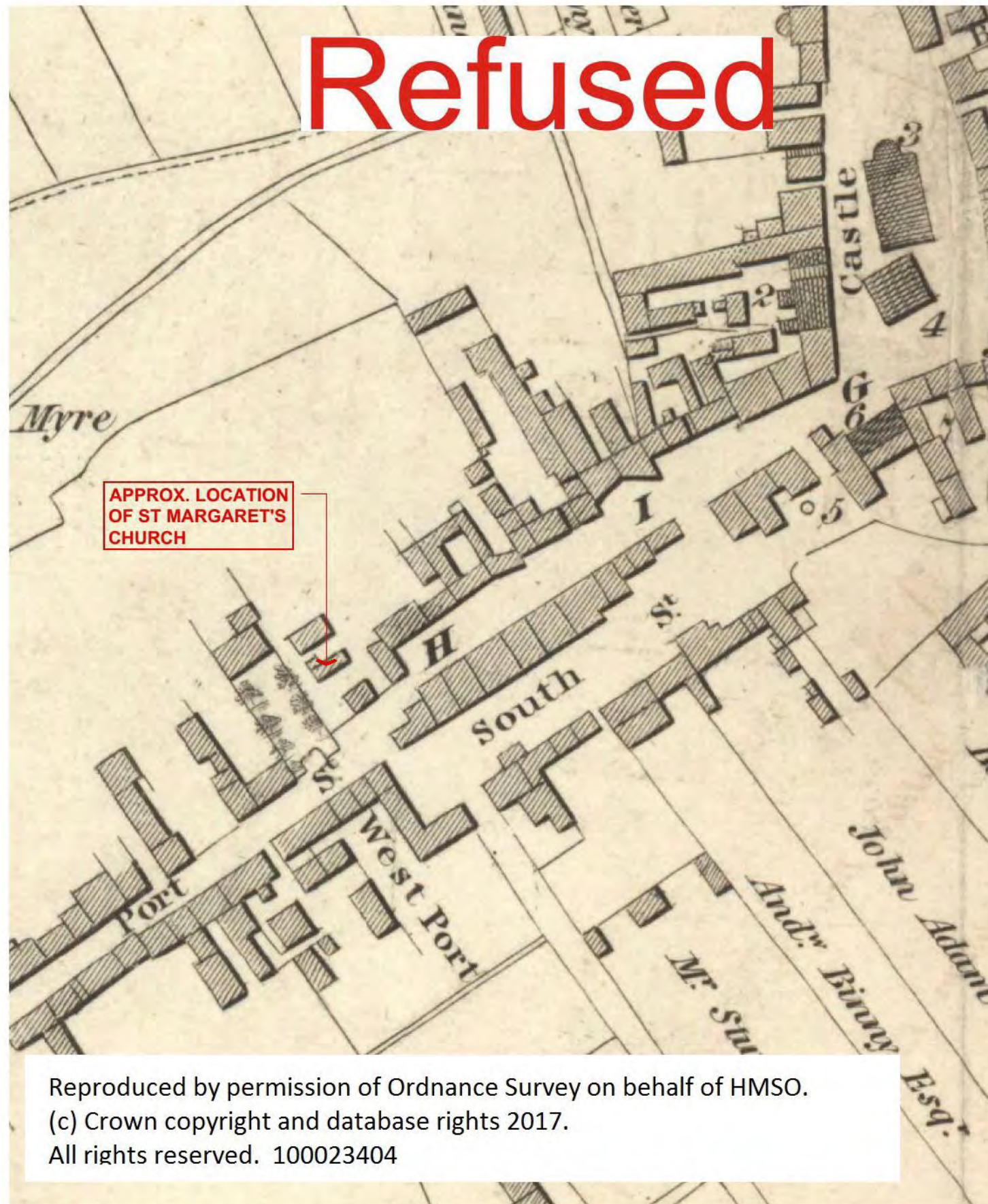
Drawing No. 3984-EX-310

James F Stephen Architects  
Tel. 01307 475000 www.jfsa.co.uk © JFS Architects LLP



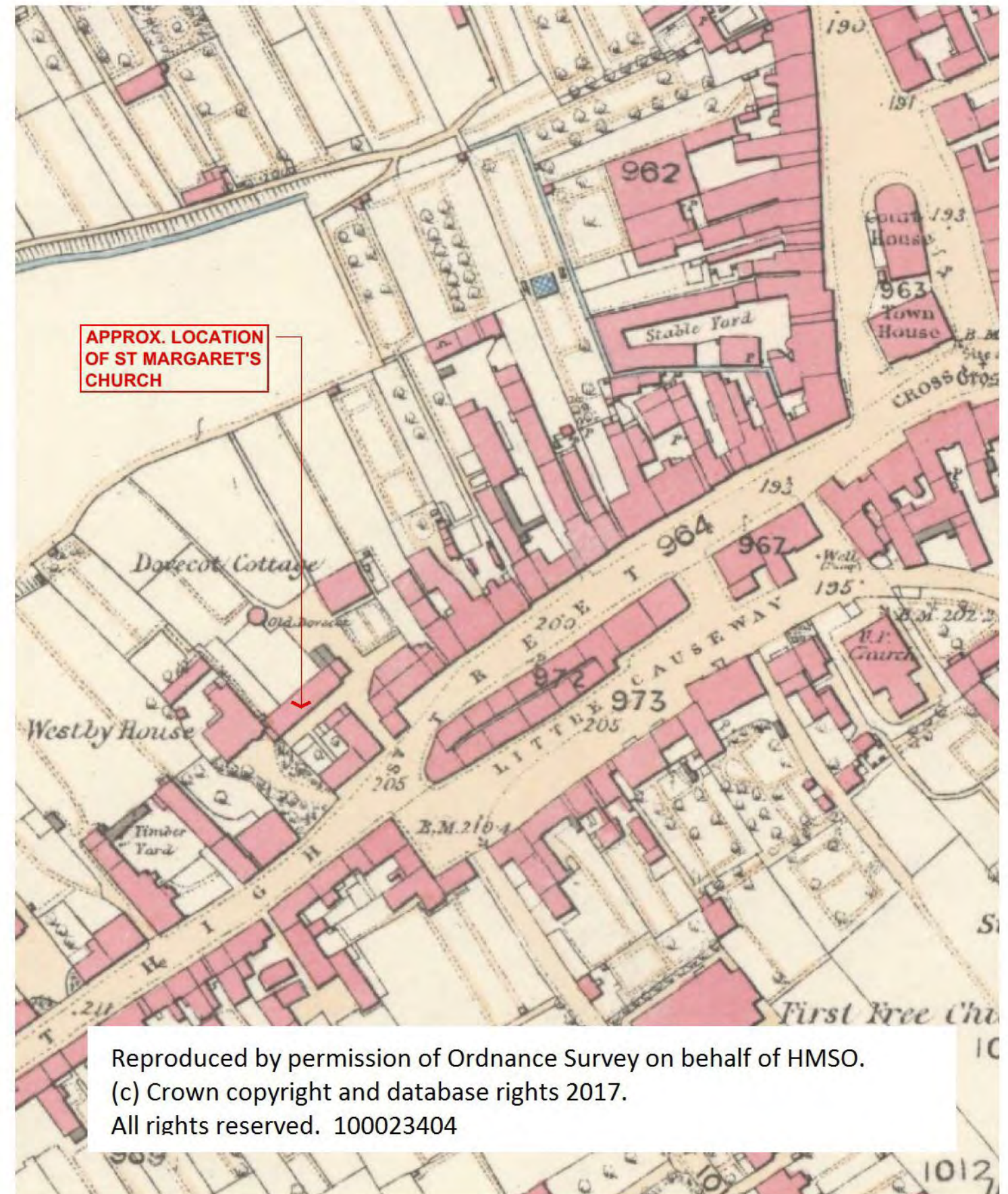


# Refused



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WEST HIGH STREET, FORFAR  
CIRCA 1822



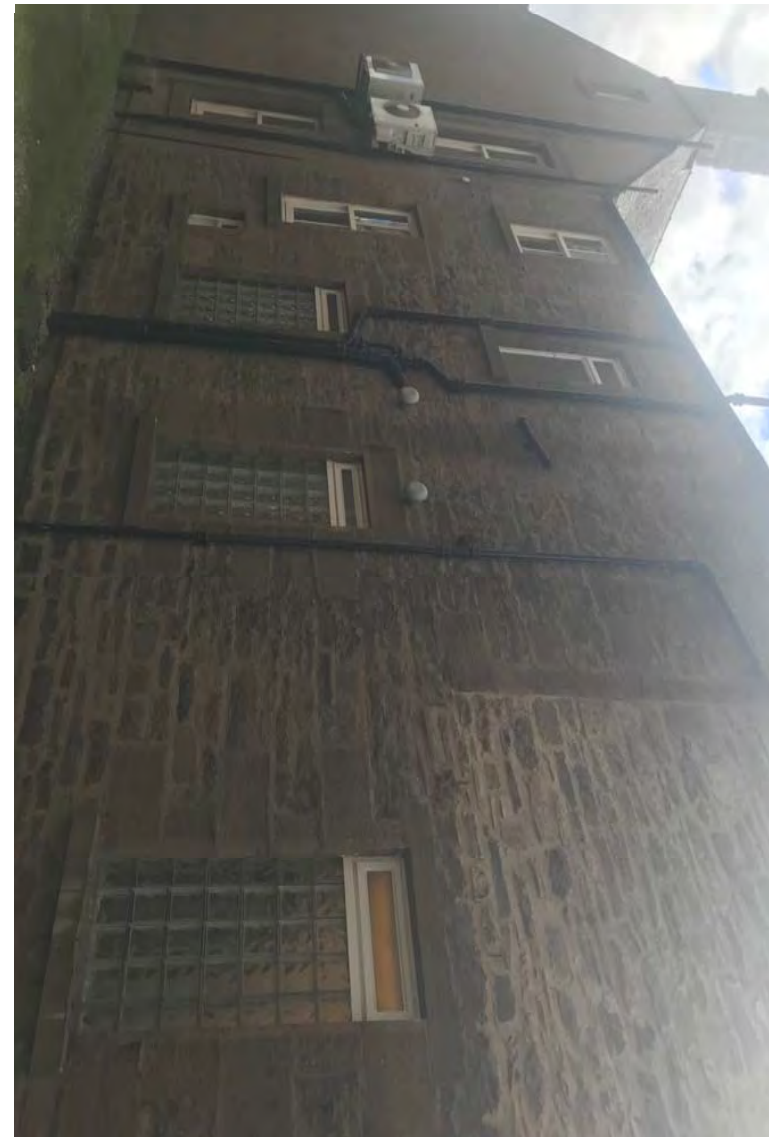
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WEST HIGH STREET, FORFAR  
CIRCA 1861



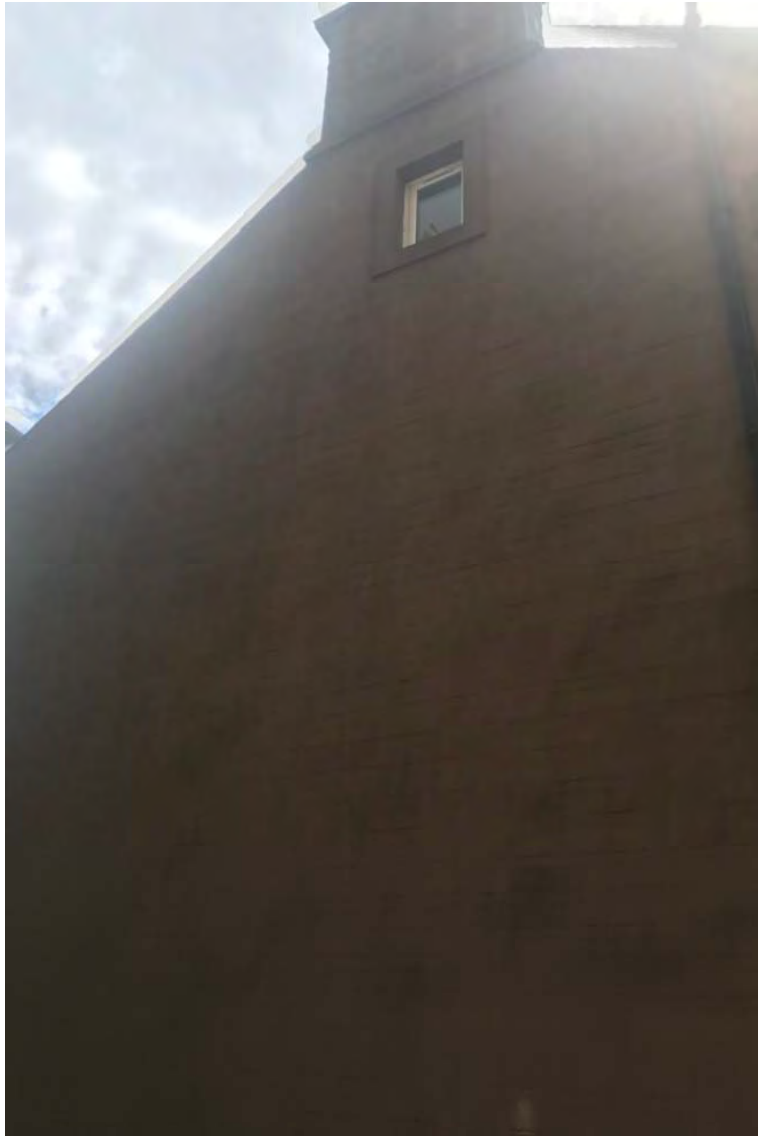


















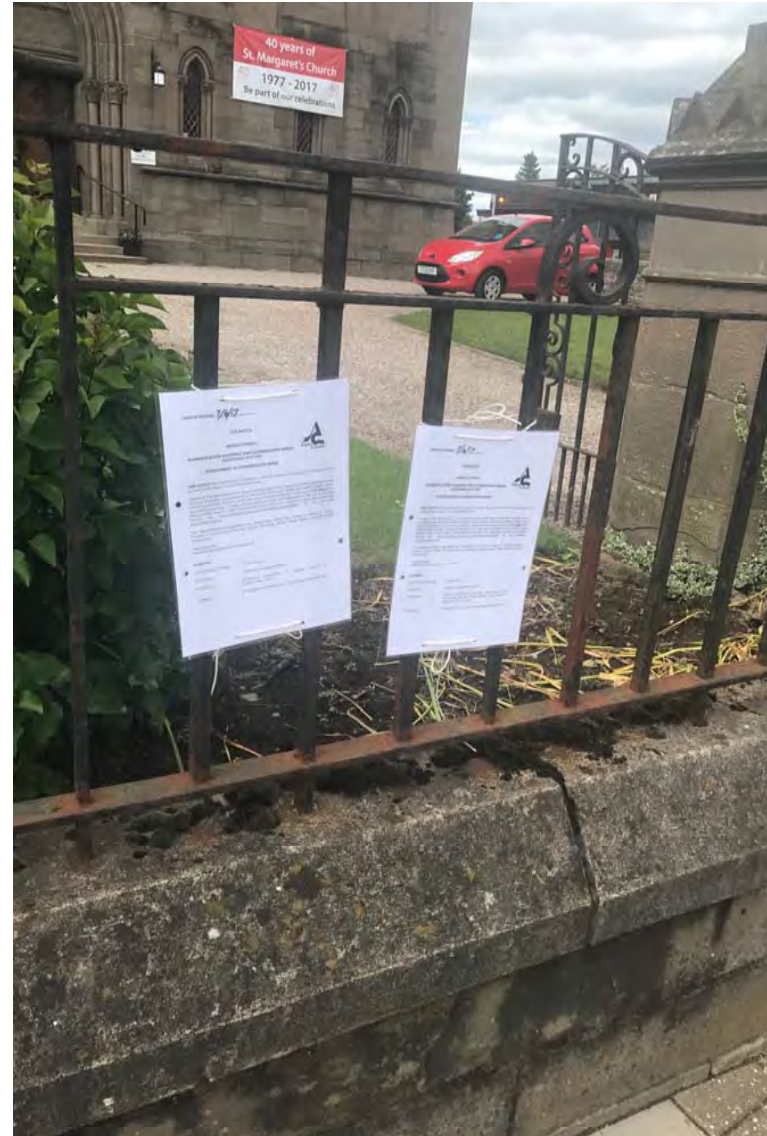




























**TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997  
(AS AMENDED)  
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)  
(SCOTLAND)  
REGULATIONS 2013**

**PLANNING PERMISSION REFUSAL  
REFERENCE : 17/00422/FULL**

To **Trustees St. Margarets Church  
c/o James F Stephen  
Milton Studio  
GLAMIS  
Angus  
DD8 1RG**

With reference to your application dated 2 June 2017 for planning permission under the above mentioned Acts and Regulations for the following development, viz:-

**Demolition of Existing Church and Erection of Proposed New Build Community Church Facility at St Margarets Church 62 West High Street Forfar DD8 1BJ for Trustees St. Margarets Church**

The Angus Council in exercise of their powers under the above mentioned Acts and Regulations hereby **Refuse Planning Permission (Delegated Decision)** for the said development in accordance with the particulars given in the application and plans docketed as relative hereto in paper or identified as refused on the Public Access portal.

**The reasons for the Council's decision are:-**

- 1 The demolition of St Margaret's Church would have a significant detrimental impact on the character and appearance of Forfar Conservation Area contrary to the Scottish Planning Policy (2014).
- 2 That the demolition of St Margaret's Church and its replacement with a modern building is contrary to Policy PV8 of the Angus Local Development Plan (2016) because the historic environment value of the site would be compromised; and it has not been demonstrated that the economic and social benefits of the development outweigh the historic environment value currently provided by St Margaret's Church. Furthermore, it has not been demonstrated that the economic and social benefits sought by the proposed replacement building cannot be delivered in a manner which would retain the historic environment value currently provided by St Margaret's Church.
- 3 That the design, external materials and detailing of the proposed replacement building is contrary to Policy DS3 of the Angus Local Development Plan (2016) because it does not deliver a high standard of design which draws upon existing positive townscape features in the area and it would not fit with the character of development in the surrounding area.
- 4 That the application is contrary to Policy DS1 of the Angus Local Development Plan (2016) because the proposed replacement building would not be of a scale or nature appropriate to its location within Forfar Conservation Area and because the proposal is contrary to other policies of the plan, namely policies PV8 and DS3.

**Amendments:**

The application has not been subject of variation.



Kate Cowey - Service Manager  
Angus Council  
Communities  
Planning  
County Buildings  
Market Street  
FORFAR  
DD8 3LG

## Planning Decisions – Guidance Note

Please retain – this guidance forms part of your Decision Notice

You have now received your Decision Notice. This guidance note sets out important information regarding appealing or reviewing your decision. There are also new requirements in terms of notifications to the Planning Authority and display notices on-site for certain types of application. You will also find details on how to vary or renew your permission.

**Please read the notes carefully to ensure effective compliance with the new regulations.**

### DURATION

This permission will lapse 3 years from the date of this decision, unless there is a specific condition relating to the duration of the permission or development has commenced by that date.

## PLANNING DECISIONS

### Decision Types and Appeal/Review Routes

The 'decision type' as specified in your decision letter determines the appeal or review route. The route to do this is dependent on the how the application was determined. Please check your decision letter and choose the appropriate appeal/review route in accordance with the table below. Details of how to do this are included in the guidance.

Determination Type	What does this mean?	Appeal/Review Route
<b>Development Standards Committee/Full Council</b>	National developments, major developments and local developments determined at a meeting of the Development Standards Committee or Full Council whereby relevant parties and the applicant were given the opportunity to present their cases before a decision was reached.	<b>DPEA (appeal to Scottish Ministers)</b> – See details on attached Form 1
<b>Delegated Decision</b>	Local developments determined by the Service Manager through delegated powers under the statutory scheme of delegation. These applications may have been subject to less than five representations, minor breaches of policy or may be refusals.	<b>Local Review Body –</b> See details on attached Form 2
<b>Other Decision</b>	All decisions other than planning permission or approval of matters specified in condition. These include decisions relating to Listed Building Consent, Advertisement Consent, Conservation Area Consent and Hazardous Substances Consent.	<b>DPEA (appeal to Scottish Ministers)</b> – See details on attached Form 1

**Notification of initiation of development (NID)**

Once planning permission has been granted and the applicant has decided the date they will commence that development they must inform the Planning Authority of that date. The notice must be submitted before development commences – failure to do so would be a breach of planning control. The relevant form is included with this guidance note.

**Notification of completion of development (NCD)**

Once a development for which planning permission has been given has been completed the applicant must, as soon as practicable, submit a notice of completion to the planning authority. Where development is carried out in phases there is a requirement for a notice to be submitted at the conclusion of each phase. The relevant form is included with this guidance note.

**Display of Notice while development is carried out**

For national, major or 'bad neighbour' developments (such as public houses, hot food shops or scrap yards), the developer must, for the duration of the development, display a sign or signs containing prescribed information.

The notice must be in the prescribed form and:-

- displayed in a prominent place at or in the vicinity of the site of the development;
- readily visible to the public; and
- printed on durable material.

A display notice is included with this guidance note.

Should you have any queries in relation to any of the above, please contact:

Angus Council  
Communities  
Planning  
County Buildings  
Market Street  
Forfar  
Angus  
DD8 3LG

Telephone 01307 473212 / 473207 / 473335

E-mail: [planning@angus.gov.uk](mailto:planning@angus.gov.uk)

Website: [www.angus.gov.uk](http://www.angus.gov.uk)



## **TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 (AS AMENDED)**

### **The Town & Country Planning (Development Management Procedure) (Scotland) Regulations 2013 – Schedule to Form 1**

*Notification to be sent to applicant on refusal of planning permission  
or on the grant of permission subject to conditions decided by Angus Council*

1. If the applicant is aggrieved by the decision of the planning authority-

- a) to refuse permission for the proposed development;
- b) to refuse approval, consent or agreement required by condition imposed on a grant of planning permission;
- c) to grant planning permission or any approval, consent or agreement subject to conditions,

the applicant may appeal to the Scottish Ministers to review the case under section 47 of the Town and Country Planning (Scotland) Act 1997 within three months beginning with the date of this notice. The notice of appeal should be addressed to Directorate for Planning & Environmental Appeals, 4 The Courtyard, Callendar Business Park, Falkirk, FK1 1XR. Alternatively you can submit your appeal directly to DPEA using the national e-planning web site <https://eplanning.scotland.gov.uk>.

2. If permission to develop land is refused or granted subject to conditions and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by the carrying out of any development which has been or would be permitted, the owner of the land may serve on the planning authority a purchase notice requiring the purchase of the owner of the land's interest in the land in accordance with Part 5 of the Town and Country Planning (Scotland) Act 1997.





## **TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 (AS AMENDED)**

### **The Town & Country Planning (Development Management Procedure) (Scotland) Regulations 2013 – Schedule to Form 2**

*Notification to be sent to applicant on refusal of planning permission  
or on the grant of permission subject to conditions decided through  
Angus Council's Scheme of Delegation*

1. If the applicant is aggrieved by the decision of the planning authority-
  - a) to refuse permission for the proposed development;
  - b) to refuse approval, consent or agreement required by condition imposed on a grant of planning permission;
  - c) to grant planning permission or any approval, consent or agreement subject to conditions,

the applicant may require the planning authority to review the case under section 43A of the Town and Country Planning (Scotland) Act 1997 within three months beginning with the date of this notice. The notice of review should be addressed to Committee Officer, Angus Council, Resources, Legal & Democratic Services, Angus House, Orchardbank Business Park, Forfar, DD8 1AN.

A Notice of Review Form and guidance can be found on the national e-planning website <https://eplanning.scotland.gov.uk>. Alternatively you can return your Notice of Review directly to the local planning authority online on the same web site.

2. If permission to develop land is refused or granted subject to conditions and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by the carrying out of any development which has been or would be permitted, the owner of the land may serve on the planning authority a purchase notice requiring the purchase of the owner of the land's interest in the land in accordance with Part 5 of the Town and Country Planning (Scotland) Act 1997.

## COMMUNITIES Your experience with Planning

Please indicate whether you agree or disagree with the following statements about your most recent experience of the Council's handling of the planning application in which you had an interest.

**Q.1 I was given the advice and help I needed to submit my application/representation:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.2 The Council kept me informed about the progress of the application that I had an interest in:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.3 The Council dealt promptly with my queries:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.4 The Council dealt helpfully with my queries:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.5 I understand the reasons for the decision made on the application that I had an interest in:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.6 I feel that I was treated fairly and that my view point was listened to:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**OVERALL SATISFACTION:** Overall satisfaction with the service: .....

**Q.7 Setting aside whether your application was successful or not, and taking everything into account, how satisfied or dissatisfied are you with the service provided by the council in processing your application?**

<b>Very satisfied</b>	<b>Fairly satisfied</b>	<b>Neither Satisfied nor Dissatisfied</b>	<b>Fairly Dissatisfied</b>	<b>Very Dissatisfied</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**OUTCOME:** Outcome of the application:

**Q.8 Was the application that you had an interest in:-**

Granted Permission/Consent	<input type="checkbox"/>	Refused Permission/Consent	<input type="checkbox"/>	Withdrawn	<input type="checkbox"/>
----------------------------	--------------------------	----------------------------	--------------------------	-----------	--------------------------

**Q.9 Were you the:-** Applicant ☐ Agent ☐ Third Party objector who made a representation ☐

Please complete the form and return in the pre-paid envelope provided.  
Thank you for taking the time to complete this form.



## St Margaret's Church – Back story 1977 >

St Margaret's congregation came into being in May 1977 as a result of the union of the former West Church and the former St James's Church. The building in West High Street became the building of the united charge and St James's Church, (at the junction of St James's Road, Chapel Street and Academy Street), was sold. The sanctuary after all these years still stands empty and unused.

The united congregation inherited a building, completed in 1881, which was not without its problems. The design of the roof meant that there were continual repairs required. The fact that part of the hall complex was underground led to flooding and drainage problems. Repairs to the stonework and the windows were also major issues over the years.\*

As far as it is possible to calculate, at least £20k has been spent on the roof over the years; £20k on the stonework; £9k on the windows; and in the early years of the century around £15k on dry rot in a section of the building complex. This is a very conservative estimate as the records do not always show the costs for work done. All this work and expenditure did not solve the underlying issues, merely kept things going for a while.

It was recognised early in the union that something needed to be done about the building. As early as 1983 consideration was given to the possibility of flooring the gallery and retaining one of the levels as the sanctuary, with ancillary accommodation on the other level. Discussions took place over succeeding years but progress was hampered, partly by the lack of financial resources, especially in the early years, and then later by the fact that another union might have been in prospect, in which situation a congregation is not allowed to spend major amounts on refurbishing a building. In the event, the Presbytery of Angus (the local decision-making body of the Church of Scotland) ultimately decided against union, and St Margaret's became free to make plans for the future of the current site. Needless to say, the delay over the years has done nothing to improve the fabric problems of the building.

Finally from the year 1996 onwards the congregation began to engage architects to draw up possible plans. The account of that engagement has been provided separately by Stephens.

\*During the years 1977-2001 in the church records there are 21 separate references to problems with the roof; 12 references to stonework repairs; 13 references to trouble with gutters and downpipes; 8 to flooding and drainage problems; 10 to issues with the windows. Heating systems have also been a source of major expenditure over the years – the current ones are reaching the end of their useful life.

3984 – Design Statement – St. Margaret's Centre; Forfar

## **01. Site Location (Address) & General information**

St. Margaret's Church West High Street Forfar Angus DD8 1BJ

Forfar is a traditional market town providing a wide range of services and facilities to a large rural hinterland. It is one of the main towns in Angus, located centrally in Strathmore and is well connected to the surrounding strategic road network.

St Margaret's Church is located in Forfar, West High Street. The Church is not a Listed Building and is outwith the designated town centre boundary but is within the conservation area of Forfar sitting on the West periphery of this zone. It was built as a Free Church and was originally called West Free Church.

The existing front elevation was built with sandstone ashlar masonry. There is a central gable with a round-arched entrance doorway. This is a moulded round-arched entrance with attached columns, and decorated capitals frame each side and support the roll-moulded arch. Within is a carved tympanum with rounded details and two string courses. A central column with moulded capital supports this and divides the doorway into two. On each side is a wooden door with cast iron hardware. Two cast iron lights frame the doorway. Above the doorway is a gable-shaped moulded course with carved stops, which gives the impression of a porch. Above this is a hood-moulded pointed arch window with some tracery. There is a thin stone spire on top of the west gable end and a cross finial on the gable apex. Attached to the west is a side aisle with gablets and to the east is a simple three storey tower with thin pointed arch windows and large crenellations. A spire was intended for the top of the east tower, but this was never completed. The buildings appearance and street presence is not as originally intended.

The east elevation of the church has a simple three storey square tower without a spire on the south-east corner. The central section of the tower has pointed arch (lancet) openings and is recessed slightly. The tower has thick, plain battlements. The four bay east wall has narrow gablets, simple rectangular windows at ground level and larger trefoil and quatrefoil windows above, all with simple glass quarries. The wall has ashlar sandstone masonry but is not of any quality. The original cast iron downpipes leak with stone damage resulting. The west elevation largely mirrors that of the east, except there is a smaller, gabled tower in the south-west corner, which has large simply-carved pinnacles and a quatrefoil opening.

The rear or north elevation is largely obscured by the halls. Attached to the nave gable is a simple, rectangular hall with rectangular openings and simple plate glass. There is a small doorway roughly placed centrally. There is a centrally placed gable with a chimney on top. Attached to the north-east is a 2.5-storey gabled extension with simple rectangular openings. Only the taller first storey windows in the central hall have quarried glass panes. All other windows have plain glass. The stonework is squared, coursed sandstone with ashlar surrounds. There is a small entrance porch on the south gabled front with simple moulded skewputs and a hood moulded roof apex. Original cast iron downpipes survive in the south gable, but the downpipes of the hall's face are simple and possibly replacements.



The large interior is divided into nave and side aisles, with a horse shoe gallery on three sides facing the pulpit.

The sanctuary is positioned centrally at the north end of the nave. All the furniture is of wood and steps lead up to the sanctuary. There is a communion table, pulpit with stairs, font, reading desk, lectern and chairs, all simply carved. Rising from behind are the organ pipes. The traceried rose window above the sanctuary provides natural light.

The pews of the nave are in a darker wood than the sanctuary furniture. The galleries are supported by iron columns, which also support the aisle arcades. The gallery fronts are carved with lancet and quatrefoil recesses. The aisles have vaulted ceilings. The pews of the galleries are simpler than those of the nave, and may be of a different date. The roof of the nave is barrel vaulted and lined with timber. The large south window provides light to the southern nave.

## **02. Planning History**

As far as JFS Architects are aware the existing building has never previously been subject to a detailed Planning application.

## **03. Ownership of the site**

It is JFS Architects understanding that the client; the “Kirk Session” for St. Margaret’s (of the following address) is the owner of the proposed site/dwelling: Current address: St. Margaret’s Church West High Street Forfar Angus DD8 1BJ

## **04. Adjacent land uses**

There is a mixture of land uses adjacent to the existing building these being: - To the immediate North there would appear to be a mix of retail and recreational uses including the Myre Park and Myre Care Park, Home Bargains and Guide Hall.

- To the immediate East there would appear to be a mix of public, commercial and retail uses including Forfar Post office, library, Shoe shop, Solicitors, Newsagents etc.

- To the immediate West there would appear to be a mix of commercial and industrial uses including EQ Accountants, Bank of Scotland, Tayside Police, AG Barr’s & Hairdressing business’s.

- To the immediate South there would appear to be a mix of commercial and residential uses including Ramsay Ladders, Public Bar, residential properties

## **05. Heritage Conservation**

The site lies within the Conservation Area of Forfar, in close proximity to the West boundary edge. To the South and East of the existing building the following listed properties can be found in the immediate vicinity:

- 20 Little Causeway (Reference LB31530) C Listed
- 21 Little Causeway (Reference LB31531) C Listed
- 23-27 West High Street (Reference LB31511) C Listed
- 29 West High Street (Reference LB31512) C Listed
- 31,33 West High Street (Reference LB31513) C Listed
- 35 West High Street (Reference LB31514) C Listed
- 37,39 West High Street (Reference LB31515) C Listed
- Reid Park Bar 39 West

High Street and 19 Little Causeway (Reference LB31516) B Listed • 45,47 West High Street and Little Causeway (Reference LB31517) C Listed • 44,48 West High Street (Reference LB31505) C Listed • 49,51 West High Street (Reference LB31518) C Listed • 53 West High Street (Reference LB31519) C Listed

There are no listed properties to the immediate North or West.

Historically former buildings in this area have been demolished. Forfar's West Port gateway stood in the neighbourhood of the former "West Church" (now St. Margaret's) in the West High Street. Apparently this building was removed in 1777.

## **06. Topography**

There are small grounds to the front of the church and to the rear the ground drops away steeply to The Myre car park. The existing church is rectangular in plan, with two towers at the front and a hall complex to the rear. The existing building is predominately accessed off and set back from West High Street in Forfar.

A detailed topographical survey has been completed and the contours are as shown on the design proposals.

## **07. Project Background**

Initially, prior to 2012 the clients considered an option for complete refurbishment of the existing premises. The Project Quantity Surveyor's analysis reported that to refurbish the existing building to provide a modern functional building of the same gross internal floor area of 900sqm would equate to £1.65M. Client comments on this option were as follows:

Forfar: St Margaret's: Presbytery has been aware for some time of the need for the refurbishment of the St Margaret's Church and halls, and the recent property survey which was carried out identified a number of problems including dry and wet rot. The Kirk Session is of the view that rather than spend several hundred thousand pounds on the present building, it would be better to demolish it and build a new church and halls on site fit for purpose in the 21st century.

Presbytery agrees a) in principle to the demolition of Forfar: St Margaret's Church and halls and the rebuilding on site of a new church and halls

JFS Architects LLP were approached by the clients in 2012/2013 to develop design proposals for the complete demolition of all buildings on site to allow a significant community church to be constructed. The client's initial brief included the following text:

The Project consists of the demolition of the existing church building on the site in West High Street Forfar and the redevelopment to provide a new modern functional building to service the congregation and the community on the same site.

The vision is to demolish the existing stone built sanctuary and attached hall building and associated accommodation and replace it with an entirely new building. Re-use of part of the existing structure in the redevelopment of the site should not be discounted in its entirety.



The current building is not listed but it is within a conservation area and it is hoped that some of the existing building materials may be re-used in the structure and finishing of the new church building.

The main access for the building will be from the West High Street but a side access to the community hall and associated accommodation from the lane would be anticipated.

The new building should be positioned in a prominent position on the site and orientated to make full use of the natural light in the building.

Within the design considerations should be given to the possibility of a phased development to allow the church hall and associated accommodation to be used until a new sanctuary is constructed.

Once a new sanctuary is completed the services can be transferred to it and the phase two of the hall commenced.

Accommodation is to be as flexible as possible in order to fulfil the needs of the congregation and community users.

The following accommodation requested in the clients brief equated to a building area of some 865 Sqm including a dedicated sanctuary for some 250 people.

The Project Quantity Surveyor's analysis reported that the works cost associated with constructing a significant new build community church based on the above brief and schedule of accommodation would equate to £1.62M

JFSA concluded design proposals for the feasibility study commissioned in 2014 which included a meeting with Angus Council Planning Officer David Gray where the design proposals were well received in principal.

Although the clients were keen to realise the new build £1.62M development; financially both options outlined above were unrealistic and not viable for the clients to pursue. As such JFSA were appointed in early 2015 to look at a significantly reduced project brief. The revised brief equates to a proposal with a floor area of some 550sqm which the Project Quantity Surveyor has advised is within the clients budget of £1M. It is this new, revised brief and plan which is outlined below.

It is noted that there is very much an eclectic mix of building styles within the Conservation Area and this diversity has allowed modern intervention and buildings to be developed and contemporary styles of Architecture to be constructed, welcomed and embraced, if designed in a sensitive and respectful manner.

Given the site and location, sympathy to the surrounding context was of vital importance during the design development as well as detailed consideration to the character and natural features of the site. Throughout the design development JFS Architects has attempted to take cognisance of the following important factors:

- Ensure proposal is in character with the development density of the Conservation Area
- Sympathetic understanding of surrounding context in particular Listed Buildings
- Limited/respectful building materials to compliment surrounding area



JFS Architects believe that we have designed appropriately and in character with the Conservation Area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings and we hope that Angus Council will support the development proposals.

## **08. Public Utilities**

The following services are evident within the vicinity of the site • Electricity • Water • BT • Gas • Foul water / main sewer connection

## **09. Public Services**

Availability locally is all that is required to meet the demands of the proposed project.

## **10. Roads**

No new roads are proposed as part of the development. Access to the site would be via the existing driveway that exists to the South of the existing building.

The existing topography and contours of the site ensure the above transition is accomplished with limited adjustment required.

## **11. Design Concept / Principles / Solution**

From arrival the proposed building is set back off the street to replicate the building line of the existing church maintaining the historic streetscape with only the tactile surface of the drum of the new oratory projecting forward (to the South) in a prominent position. The Oratory is purposely located adjacent to the main entrance and is positioned to respond to the inclining avenue of “New Road”.

The client’s vision is for a “multi-purpose” space that can be sub-divided into individual spaces or zones by a series of acoustic controlled movable partitions. The space is critical to the success of the project and can transform from a hall/worship space with separate hospitality zone to a single community space, auditorium or corporate zone.

The building has been sub-divided into manageable elements of accommodation and separated into “activity zones”.

The flexible hall/worship space is positioned to the North and roof lit from above. This space is approximately 150sqm and is to accommodate 150 persons comfortably. The hall itself can transform from a sanctuary to a community space, leisure area or corporate zone for conference style meeting accommodation.

To the South is the community space which will benefit from large expanses of floor to ceiling glazing. This space will act as a hospitality zone. For large gatherings such as significant weddings or funerals the sanctuary can be opened up to the South to the hospitality zone to create one large gathering space. The hospitality zone can offer cafe style and relaxed seating for those visiting the centre and allows the church to offer hospitality [in varied forms] either free or as part of a temporary ‘pop up’ cafe for either a fete, event, outreach opportunity, work skills experience.



Furthermore the sliding doors to the south of the community café can open out onto the landscaped forecourt with a large roof overhang providing shelter and addressing solar gain.

To the West is the production kitchen that will service the hospitality zone with deliveries via a pass door off the main forecourt. A small vestry is also proposed to this side of the building which will have its own individual door into the main sanctuary space.

To the East are the secondary services including plant, cleaners store, chair storage and sanitary provision. The Oratory is given its own special prominent position with the vestibule/draft lobby having two access points either from the churches south facing forecourt or alternatively to the East should visitors approach via the Myre car park.

Adjacent to the entrance and at front of house is an administration office which will enhance the buildings security with all the existing boundary walls treatments and rails being retained.

Although the multi-purpose hall space is considered extremely important for the overall success and function of the building it is the hospitality zone which has been afforded the best location on the site as the clients require the building to be open, inviting, transparent, light, warm and welcoming. All the characteristics the existing building fails to exude.

Of Paramount importance is the functionality of the facility. The site access has been designed to accommodate a limited number of visitor/disabled parking directly adjacent to the main entrance. The vehicular forecourt has been designed to replicate the exact turning dimensions required for a hearse and is centred relative to the hospitality zone as is the adjusted gate pillars.

Although the building is completely single storey; a sense of scale and mass has been achieved by a large roofscape whose shallow pitched profile harmoniously respects the surrounding properties massing and exhibits a lesser dominant attitude displayed in the character of the existing brutalist building. The apex culminates in a simple profile that is graded to provide enough roof space to accommodate all the pre-requisite building services required for a development of this nature.

As well as developing the accommodation brief and satisfying functional and spacial requirements the clients required that the design aspire to the highest levels of design “elegance” and “sophistication” whilst being “of the site”. The response to these requests is a vision of brick, feature lining and large expanses of glazing. A modern statement based on the traditions of the past, generic to the surrounding context and local vernacular traditions.

The single storey building is approached from the North via a private drive that culminates in the front elevation with a mixture of single and 2 storey massing elements to create the appearance of a continuous ridge and eaves with a mixture of shapes and forms signifying the main entrance below a large roof overhang. The main entrance will be under a covered canopy from which visitors will enter into an atrium space roof lit from above with a feature cascading timber baffle ceiling. All building elements are directly visible upon arrival with the sanctuary backdrop and café areas being the main internal features. It is envisaged that the hospitality zone will be a hub of community activity and will be a busy, vibrant location for people to enjoy the open nature of the buildings welcome space.



From this initial introduction the contemporary materials will provide an interesting juxtaposition; contrasting against the existing inherent elements such as the robust stone boundary walls, natural features of the site and surrounding eclectic mix of building styles and construction materials. The historical stone of the existing boundaries maintains its low lying profile with the new build sitting in a slightly elevated and prominent position; albeit this terraces and reduces to the North as the site falls steeply to the Myre Car Park. The shapes and forms combine to give an impression of the language for the entire development.

These conceptual design ideas interact with the spacial aesthetics employed throughout to create a building that reaches out towards its environment in every direction and which is contextually "of its location".

Although there will be significant costs associated with developing the Project the Client currently envisage that the new build process will not have to be phased. THE PROPOSED SITE AREA IS 1074sqm WHILE THE OVERALL OWNERSHIP AREA IS APPROXIMATELY "1900 sqm"

## 12. Energy Efficiency & Sustainability

The proposed development has been designed taking cognisance of the following environmental factors:

Heating System • The key drivers for this project include the desire to construct and operate the development with minimal environmental impact.

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5

Renewable Energy • The central heating, hot water and ventilation strategy will be detailed by the project M&E consultant at the appropriate time and will be designed to meet the requirements of the technical guidance within the building standards. At this stage all possible options are being considered including the use of low carbon technology.

Insulation (increased levels) • Construction will be to a very high standard with consideration being given to U-values for floors, walls and roof potentially achieving greater levels than required by the Building Regulations. • Maximise the use of natural lighting and potentially a "full house" positive ventilation system.

External Materials (new build) • Given the complexity of the Fire Strategy for a development of this nature the superstructure could be steel frame with factory fitted insulated timber kit cassettes installed between the structural grids.

## 13. External Materials: Draft indicative external material specification

As a general overview of the proposed external finishing materials the following are all currently being considered and investigated albeit all material finishes will need to be confirmed and agreed with Angus Council:



1. Proprietary colour coated aluminium profiled standing seam roofing system. Kalzip liner system Polyvinylidene fluoride (PVdf) or equal & approved. RAL colour to be confirmed. Include for all associated accessories; hidden/concealed gutters, clips, vapour control, insulation, liner deck, safety accessories, snow guards, terminals, proprietary flashings
2. Variegated wire cut buff facing brick with tinted mortar pointing (lbstock or equal and approved.) Colour to be confirmed. Include for all associated brick "specials" for thresholds, cills, copes, parapets etc. Generally facing brick to be laid in stretcher bond format.
3. Proprietary Alu-clad doors; colour coated external doors complete with all weather seals and accessories (Nordan Ntech 1.2 or equal & approved. RAL colour to be confirmed. Include for factory production and coating with hermetically sealed glazing with Argon cavity fill and low energy coated glass and stainless steel ironmongery. All doors to be secure by design accredited
4. Proprietary Alu-clad windows; colour coated external windows complete with all weather seals and accessories (Nordan Ntech 0.7 or equal & approved. RAL colour to be confirmed. Include for factory production and coating with hermetically sealed triple glazing with Argon cavity fill and low energy coated glass and stainless steel ironmongery. All windows to be secure by design accredited
5. Proprietary rooflight Patent glazing system. Lonsdale thermGard thermal glazing bars or equal & approved. Include for all necessary fixings including continuous pressure plates, snap-on covers, proprietary flashing and accessories. Roof glazing to be Pilkington 28mm thk hermetically sealed double glazing self cleaning glazed units; "Pilkington Activ".
6. Double glazed (low E) clear float high performance screens with factory preservative application including all transoms, mullions, fins, drip cills, fixings and thermal seals
7. All Glulam beams are to be not less than 315x90mm Douglas Fir sanded smooth for staining to match Douglas Fir screens. All Beams to be pre-routed for drip cills, weather bars and steel connections.
8. Preservative treated Horizontal/vertical HW t & g boarding. 25x50mm vertical/horizontal preservative treated strapping with 25mm ventilated space minimum and all necessary insect mesh.
9. 'HERITAGE STYLE' VELUX WINDOW

(All materials to be equal and or approved.)





**PROPOSED NEW ST MARGARETS CHURCH, FORFAR**

**FOR**

**THE KIRK SESSION**

**FEASIBILITY COSTING**



## **Proposed New St Margarets Church, Forfar For The Kirk Session**

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### **Feasibility Costing**

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#### **General**

Numerous feasibility studies for the alterations and renovations of the existing church building have been carried out over several years but none were taken forward due, in the main, to cost restrictions. The option to demolish the existing building and provide a new modern function building is considered as a more economic solution.

#### **Scheme Design**

The scheme design has been developed in conjunction with the Church's project development group and the Architects, James F Stephen, Glamis and our feasibility costings are based upon the following drawings.

- B600 – Image 01
- B602 – Image 03
- B603 – Image 04
- B605 – Image 06
- B100 – Proposed Site Plan
- B310 – Proposed Roof Plan
- B401 – Proposed Longitudinal Section
- B500 – Proposed South Elevation
- B501 – Proposed West Elevation
- B502 – Proposed North Elevation
- B503 – Proposed East Elevation

#### **Works Cost**

We estimate the current works cost of the project, inclusive of alterations to the hall and demolition and clearance of the existing church building, to be in the region of £979,600.



## Proposed New St Margarets Church, Forfar For The Kirk Session

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### Feasibility Costing

---

#### Project Development Cost

Based on the above works cost we calculate the estimated total project development cost, excluding professional fees and statutory charges, of the new build to be in the region of £1,014,600 as calculated as undernoted :

Estimated Works Cost	£ 979,600
	<hr/>
	£ 979,600
Fittings & Furnishings etc. including VAT	£ 35,000
	<hr/>
	£1,014,600
	<hr/>

#### Comparative Costing of Alterations Refurbishment of Existing Church

As part of the feasibility costing we undertook a comparative costing of the possible alterations and refurbishment of the existing building to form a more modern functional interior.

We estimate the current works cost of the alterations and refurbishment of the existing building to be in the region of £1,170,000. Unfortunately the alterations will attract VAT whereas a new build will be zero rated.

In order to provide a comparative cost we calculate the estimated total project development cost excluding professional fees and charges, to be in the region of £1,439,000 as calculated as undernoted :

Estimated Works Cost	£1,170,000
VAT on Works	£ 234,000
	<hr/>
	£1,404,000
Fittings & Furnishings etc. including VAT	£ 35,000
	<hr/>
	£1,439,000
	<hr/>



## **Proposed New St Margarets Church, Forfar For The Kirk Session**

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### **Feasibility Costing**

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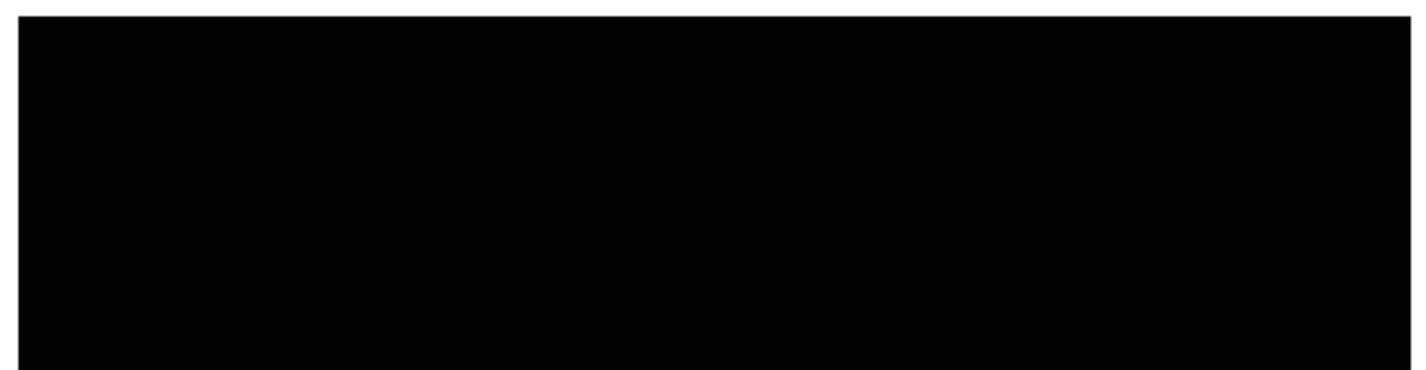
A major factor of the refurbishment cost is the VAT element on the works which is not applicable on a new build project. In addition the cost of the repairs to the existing fabric have to be taken into account.

### **Conclusion**

In our opinion the new build option will be by far the cheaper and more economical option for the church both in capital and future running costs. Whilst the capital cost is a large sum of money, which the church requires to raise, the refurbishment option is perhaps outwith the possible target funding that could be met.

It should be noted that the alterations and refurbishment of the existing building option would require much more demand on the church's finances as continually maintaining the existing fabric will be required together with maintenance of a less economically designed option.

18 South Tay Street  
Dundee  
15<sup>th</sup> May, 2017



Chartered Quantity Surveyors



AC14

James F Stephen Architects

Architecture - Interior Design - Conservation - Adjudication



## JFSA PROJECT BACK STORY

### ST MARGARET'S CHURCH FORFAR for THE KIRK SESSION

Milton Studio | **Glamis** | Angus | DD8 1RG  
t: 01307 475000

Also at:

Milton Studio | 5 Viewfield Place | **Stirling** | FK8 1NQ  
t: 01786 446939

48 Queen's Road | **Aberdeen** | AB15 4YE  
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w: [www.jfsa.co.uk](http://www.jfsa.co.uk)





**3984 – PROJECT BACKSTORY – St. Margaret’s Centre; Forfar****Project Background**

The purpose of this narrative is to “expand” on the Project Background section within the Design Statement submitted to Angus Council on 03 February 2016. This text describes, in greater detail, the previous options that have been considered and discounted for St. Margaret’s Church Forfar since 2001; all of which has culminated in the current preferred design solution submitted to Angus Council in 2016.

**JFSA Job No. 1996 – Year 2001 (please refer to drawings titled Appendix A)**

Initially the clients considered an option for “complete” refurbishment and alterations of the existing Church. The solution proposed the following:

- Creation of new entrance feature
- Installation of central lift
- Sub-dividing the church vertically byway of a complete new floor at current gallery level
- Newly formed sanctuary, chancel and worship area at upper floor level
- Leveling existing graded sanctuary floor
- Formation of Hall of Friendship Meetings rooms, offices, kitchen, toilets and storage at lower level.

In 2001; the Project Quantity Surveyor’s analysis reported that the cost of these works would be in the region of £686,500.

In 2004 an updated cost exercise was carried out on the above proposals; a construction figure of £770,000 was reported by the Project Quantity Surveyor. The costings at this time were for internal alterations and did not include for fabric repairs or increased levels of insulation. As a result there would not have been any reduction in ongoing maintenance or running cost with the building continuing to be a financial drain on the Churches finances.

**CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

*Due to the cost of the proposals, the fact they did not include for the structure and a failed arbitration process with East & Old the project was not considered feasible at that juncture.*

**JFSA Job No. 2739 – Year 2006 (please refer to drawings titled Appendix B)**

In 2006 JFS; JFSA prepared revised and amended proposals for the retention of the Church that embraced the following client requirements:

**General**

- Parking facilities adjacent to building entrance (incl. disable parking)
- New access to building, compliant with DDA regulations
- New passenger lift connecting lower and upper floors
- Good quality toilet facilities to serve sanctuary and halls (incl. disabled and baby change)
- Storage accommodation throughout building
- Entrance through ‘shared access area’ including:
  - Reception point
  - Info point
  - Casual seating area
  - Coffee lounge with kitchen area and servery.

**Sanctuary**

- Seating capacity up to 600-800 (flexibility to allow smaller areas)
- New access to building, compliant with DDA regulations
- Chancel area to accommodate communion table, font, reading lectern, space for music group
- Small chapel area accommodating 30 chairs, table, lectern and keyboard, with independent heating system

**Hall Complex**

- Vestry for 2 ministers
- 5 additional rooms (meeting areas) which can be sub divided by use of moveable partitions
- Hall to accommodate up to 150 people



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- Kitchen provision

There was no budget cost prepared for this scheme

**CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

*The reason for not progressing these proposals was financial. The decision was made that it was not economically viable to spend several hundred thousand pounds on the present building at this juncture.*

**Hardies Property & Construction Consultants - Quinquennial Report – 2007**

Hardies completed an Arbitration report in 2007. A copy of this report was forwarded to Angus Council on 23 February 2016

**Year 2010 - Crawford MacKenzie Architects Proposals - (please refer to drawings titled Appendix C)**

Crawford MacKenzie Architects were appointed in 2010 to complete a feasibility study (design and costs) for retention and refurbishment of the Church.

**CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

*A special meeting of office-bearers was held in August 2010 to decide the way forward. At this time, it was the turn of the Forfar churches to have professional surveys completed on all the buildings. It was decided, therefore, to wait for the results of the survey before taking a decision on the McKenzie proposals. Results of professional survey 2011 showed the need for repairs totalling around £173,418 (see below). This figure was over and above the cost of the refurbishment plans. At a special meeting to discuss the survey it was felt that given the very high cost of repairs and refurbishment it would be more prudent to look at the cost of demolition and rebuilding on the present site. This would result in a modern attractive sustainable building with much reduced running costs for the future.*

**JFS Architects LLP - Quinquennial Report - 2011**

The updated report highlighted the cost of urgent, essential and desirable costs = £173,418

A copy of this report was forwarded to Angus Council on 19 February 2016

**JFSA Job No. 3653 – Year 2013 to 2015 (please refer to drawings titled Appendix D)**

A Project Management Group was set up in 2012 which considered the needs of the church and the Community. Colin Smith of the Glamis Consultancy was appointed to carry out Community consultation which is appended to this summary. A business plan was also undertaken which supported a new build modern facility on the site. It is noted under the heading “**3.5 Research conclusions**” within the Glamis Consultancy’s Public Consultation Document that the “aspirations of St. Margaret’s Church are broadly welcomed”

JFS Architects LLP were approached by the clients in 2013 to develop design proposals for the complete demolition of “all” buildings on site to allow a significant “community” church to be constructed. The client’s initial brief included the following text:

*The Project consists of the demolition of the existing church building on the site in West High Street Forfar and the redevelopment to provide a new modern functional building to service the congregation and the community on the same site.*

*The vision is to demolish the existing stone built sanctuary and attached hall building and associated accommodation and replace it with an entirely new building. Re-use of part of the existing structure in the redevelopment of the site should not be discounted in its entirety.*

*The current building is not listed but it is within a conservation area and it is hoped that some of the existing building materials may be re-used in the structure and finishing of the new church building.*

*The main access for the building will be from the West High Street but a side access to the community hall and associated accommodation from the lane would be anticipated.*

*The new building should be positioned in a prominent position on the site and orientated to make full use of the natural light in the building.*



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Within the design considerations should be given to the possibility of a phased development to allow the church hall and associated accommodation to be used until a new sanctuary is constructed. Once a new sanctuary is completed the services can be transferred to it and the phase two of the hall commenced.

Accommodation is to be as flexible as possible in order to fulfil the needs of the congregation and community users.

The following accommodation requested in the clients brief equated to a building area of some 865 Sqm including a dedicated sanctuary for some 250 people.

The Project Quantity Surveyor's analysis reported that the works cost associated with constructing a significant new build community church based on the above brief and schedule of accommodation would equate to £1.62M

JFSA concluded design proposals for the feasibility study commissioned in 2014 which included a meeting with Angus Council Planning Officer David Gray where the design proposals were well received in principal.

Although the clients were keen to realise the new build £1.62M development; financially both options outlined above were unrealistic and not viable for the clients to pursue.

#### **CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

The sole reason for not progressing with this scheme was financial; £1.65M greatly exceeds the client's budget.

#### **JFSA Job No. 3984 – Year 2015 (please refer to drawings titled Appendix E)**

JFSA were appointed in early 2015 to look at a significantly reduced project brief. The revised brief equates to a proposal with a floor area of some 550sqm which the Project Quantity Surveyor has advised is within the clients budget.

The clients brief for this particular project was to include the following:

- Prayer room / Oratory
- Male, female & disabled w.c. facilities
- Vestry (with w.c. facilities)
- Administration office
- Café/welcome space & circulation concourse
- Kitchen
- Storage
- Hall (space to double as sanctuary and be flexible to subdivide for either conference/meeting accommodation or leisure events)

We hope the above Project “backstory” (and attached information) provides enough information to allow Angus Council to understand and appreciate the level of detail and consideration that has been completed to date to realise a church building that will be “fit for purpose” and that will serve the needs of the local and immediate community in Forfar.

David Stephen (JFS Architects LLP)



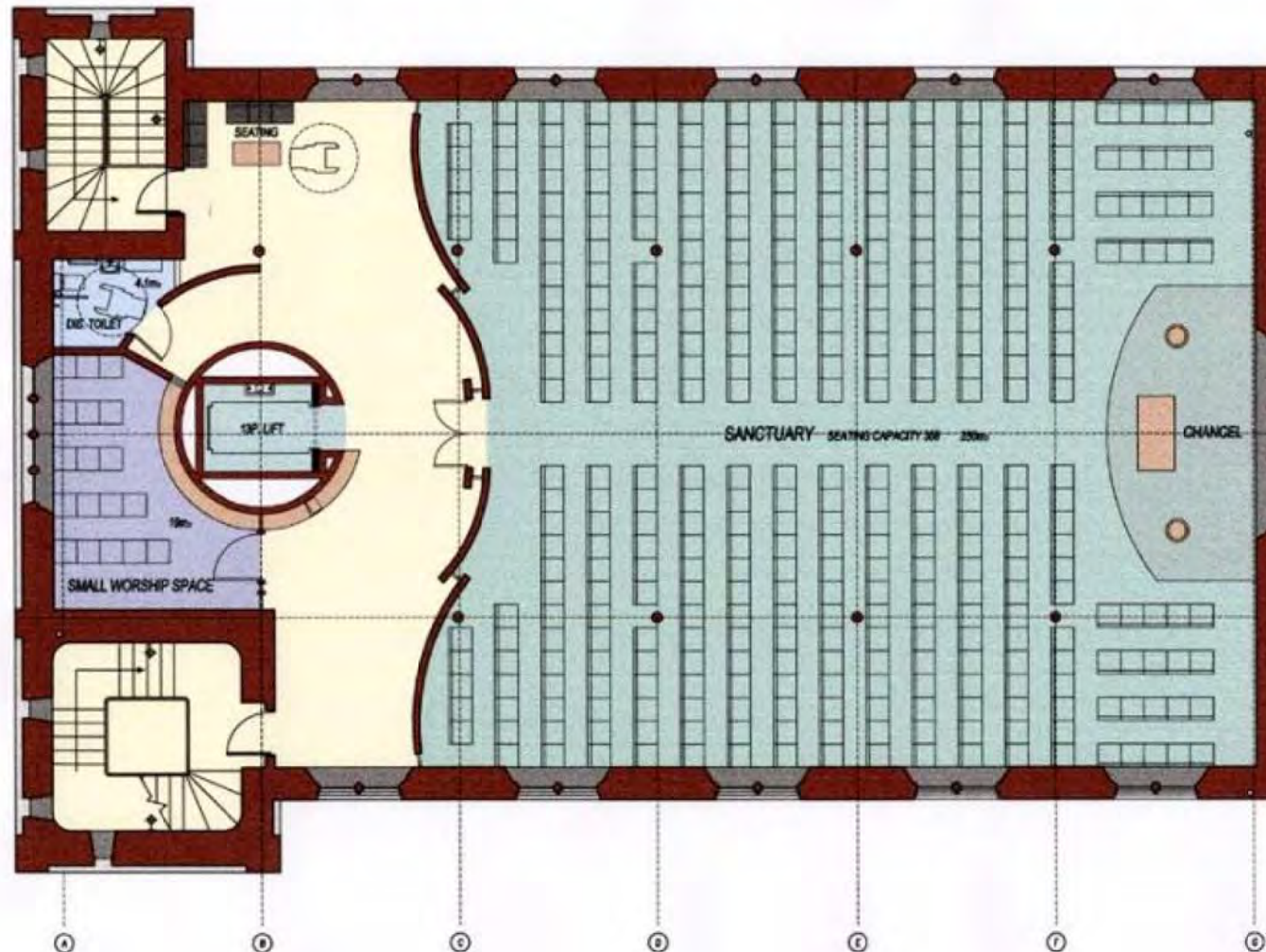
**APPENDIX A**

JFSA JOB NO. 1996 – YEAR 2001



## Notes

DO NOT SCALE DIMENSIONS FROM THIS DRAWING  
ALL DIMENSIONS TO BE VERIFIED ON SITE



rev.	date	details	drawn	checked

James F. Stephen  
Chartered Architects + Interior Designers  
**Milton Studio**  
Glamis  
Angus DD8 1 UN  
Tel. 01307 840254 Fax. 01307 840566  
Email: glamis@jstephen.co.uk

Job Title  
Proposed Feasibility Study ...at  
St Margaret's Church  
Forfar ...for  
The Congregational Board

Drawing Title  
Scheme Design A  
First Floor Plan

Scale 1:100 Date April 2001  
Drawn J. Stewart Chkd.  
Appr.

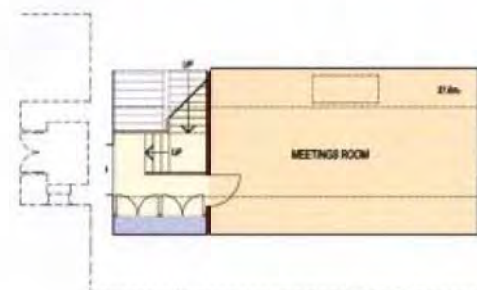
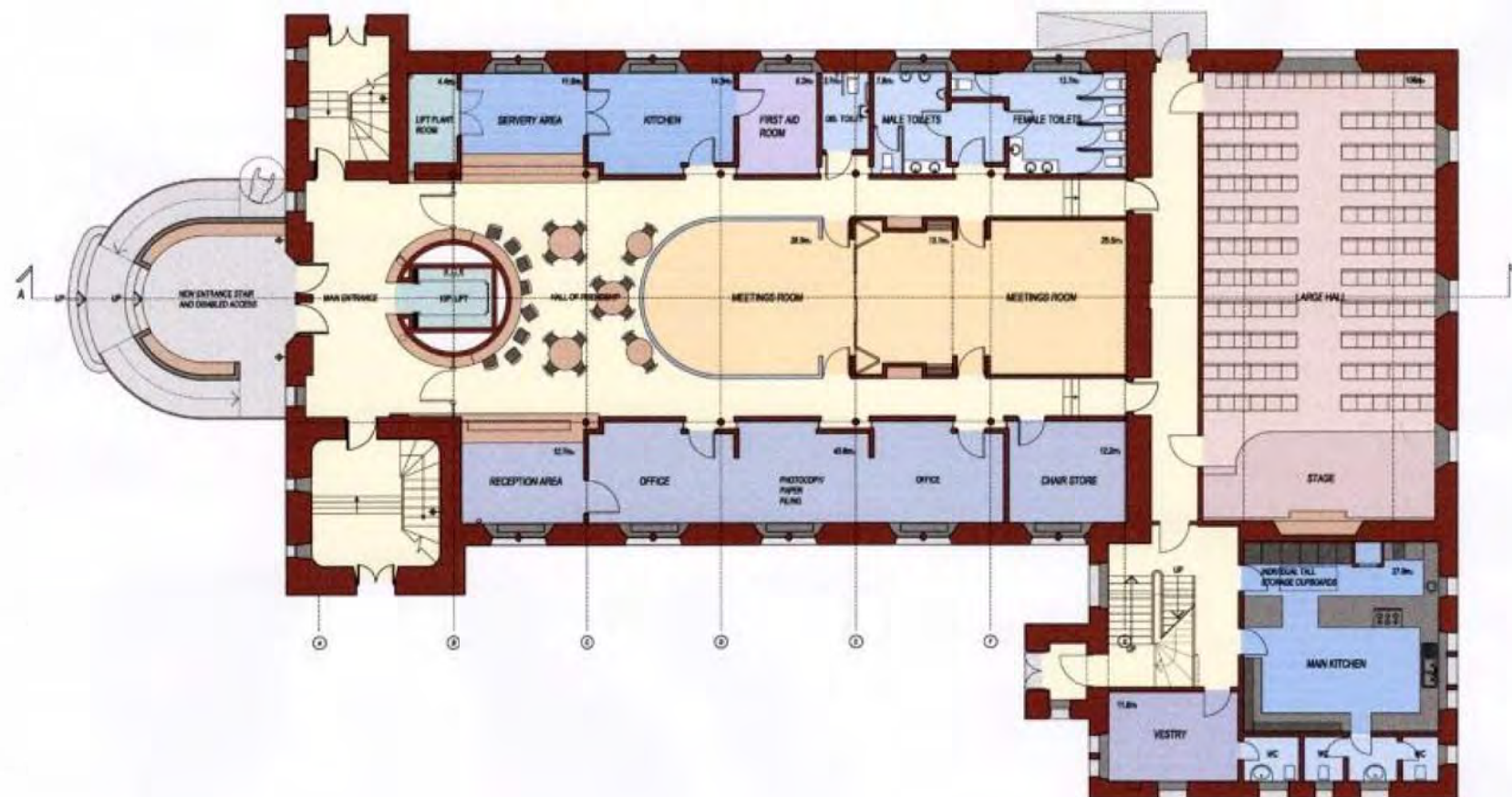
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**1996/SD/004**

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## Notes

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Rev.	Date	By	Check

James F. Stephen  
Chartered Architects + Interior Designers

**Milton Studio**

Glennie  
Angus DOB 1UN  
Tel: 01307 840254 Fax: 01307 840255

Job Title  
Proposed Feasibility Study  
St Margaret's Church  
For the  
The Congregational Board

Drawing Title  
Scheme Design A  
Ground Floor Plan

Scale: 1:100 Date: April 2001

Drawn: R. Stewart Check: CHM

Appr:

Drawing No:

**1996/SD/003**



## **APPENDIX B**

JFSA JOB NO. 2739 – YEAR 2006







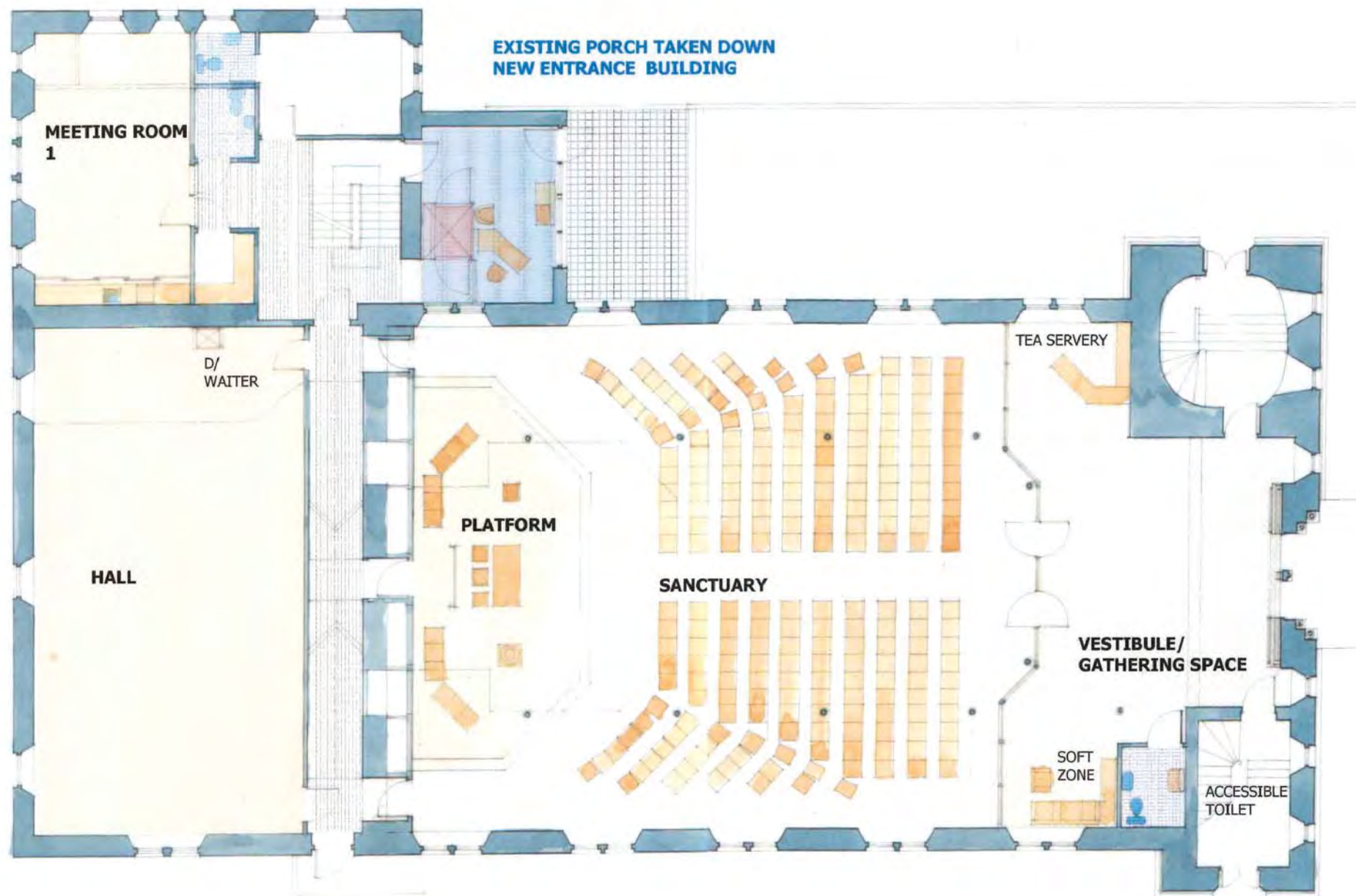




## **APPENDIX C**

CRAWFORD MACKENZIE ARCHITECTS – YEAR 2010

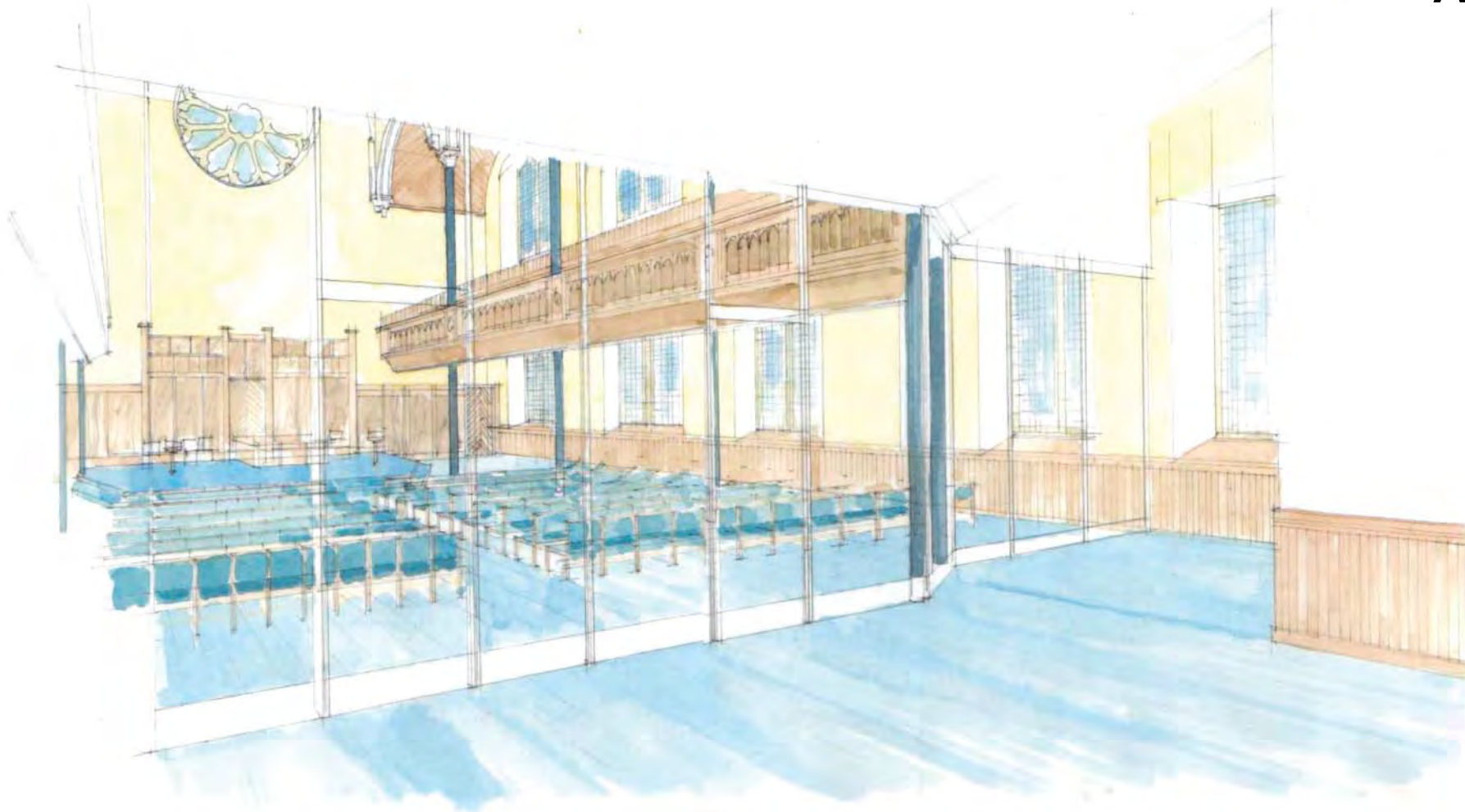




PRINCIPAL LEVEL  
SPECULATIVE PLAN







INTERIOR VIEW FROM NEW VESTIBULE





## **APPENDIX D**

JFSA JOB NO. 3653 – YEAR 2013-2015











# ST. MARGARET'S CHURCH, FORFAR APPRAISAL OF REDEVELOPMENT PROPOSALS

## MARKET RESEARCH AND FINANCIAL FEASIBILITY STUDY

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## Executive Summary

The Glamis Consultancy has undertaken an analysis of the community need and demand for the proposed community facilities envisaged as part of the redevelopment of St. Margaret's Church, Forfar.

Having assessed the likely levels of demand we then assessed the financial viability of the proposed new church building.

We conclude that whilst the aspirations of St. Margaret's to develop the church as more of a "community asset" are admirable and find significant support within the Forfar community, such a project could incur financial costs if it was not backed up by increased revenue to ensure financial sustainability. This report sets out our findings.

## Community and Business Research

1. Community and business views have been sought into the proposed redevelopment of St. Margaret's Church in Forfar
2. Overall the proposals are welcomed by existing users, church members, businesses and the wider community
3. However there are a few concerns over the scale of the project and compatibility with the facilities that the church needs for its own uses
4. There is no evidence that the building could respond to any hitherto untapped source of venue hire business
5. There are also some concerns over the business model that any form of "community cafe" might take
6. There are some concerns over the potential negative impact of the Community Campus on the viability of community facilities at St. Margaret's Church
7. Respondents have provided views on the facilities and services that the redeveloped church building should provide
8. And have provided their opinions on some aspects of the layout of the new building

## Financial Feasibility

We have assessed three possible Options for the new church building. These are:

- Option 1 - Operation as a church based on current levels of use
- Option 2 - Use of the building as more of a community asset available for wider use
- Option 3 - As Option 2 but including a publicly available "community café"

Our findings are as follows:

1. Based on Option 1 it is likely that the new building can operate on a financially viable basis
2. Option 2 would be unlikely to be viable in the absence of some form of revenue support such as significantly increased venue hire income but is unlikely to achieve this, in the



absence of a clear potential source of hire business and especially as there are competitor locations in Forfar including the new Community Campus which will offer venue space.

3. In Option 2 although revenue is likely to increase, there are likely to be increased operating costs which ensure that it remains non-viable
  4. In Option 2 it is likely that the operating costs would be significantly greater than those currently incurred due to the need for building management and promotion to achieve increased usage
  5. In Option 3 the new building incorporates a community café, operating on a public basis, and as a result it is more likely that the building can be operated on a financially viable basis.
  6. There may be concerns expressed by other local establishments that such a facility would compete directly with the existing café outlets in the vicinity of St. Margaret's Church.
  7. If a smaller building is developed, based solely on Option 1, then it is likely to be a financially viable project based on anticipated levels of costs and income for a building of the scale proposed.
  8. Option 1 has a substantially neutral impact on church reserves, Option 2 is a drain on reserves from the outset and Option 3 could be a generator of revenue to increase church reserves
-

## **1. Introduction**

This report sets out the findings of the community and business research undertaken in Forfar in relation to the need for the proposed redevelopment of St. Margaret's Church to provide community facilities. The report then goes on to set out the financial implications and feasibility of the proposed redevelopment. The report concludes by setting out an outline fundraising strategy.

## **2. Methodology**

A range of research techniques were used. These were:

- Focus groups with representatives of key potential user audiences including businesses, community groups and existing church hall user groups
- A paper and online based community survey with links from the church website, promoted via extensive local press coverage and with distribution amongst Sunday worshippers and other visitors to St. Margaret's Church
- An online business survey sent to around 120 Forfar businesses.

The research was supported by presentations to Forfar Community Council, Forfar Local Community Planning Partnership and attendance at the first open meeting held by Angus Council to discuss the proposed Forfar Academy community campus. The research was followed by an assessment of financial viability of the various options for the new building concept.

## **3. Research Findings**

### **3.1 Community Survey**

Full results are shown in a separate pdf file (Appendix 1). The Key Findings were as follows:

- Number of respondents = 158 (80 are church members – a 27% response rate of all 300 or so church members)
- Strong agreement (82% agree or agree strongly) that St. Margaret's is an appropriate location to develop community facilities
- 250 seat facility most strongly supported aspect (81%)
- Soundproof room least supported aspect (46%)
- Community café supported by 69%
- The Community Café should be:
  - Open daytime and evenings
  - Providing light refreshments
  - Available for functions
  - Available for evening use



- Open to the wider public
- Groups would make most use of:
  - The 250 seat facility
  - Large hall
  - Smaller meeting rooms
- 81% believe there would be a positive impact on Forfar

### 3.2. Business Survey

The Glamis Consultancy built a contact database of around 120 Forfar businesses using publicly available contact data. Forfar Rotary Club and Dundee and Angus Chamber of Commerce kindly distributed the survey to their local members. Full results are shown in a separate pdf file (Appendix 2). The Key Findings were as follows:

- Number of respondents = 14 (c12% response rate)
- Reasonable agreement (61% of respondents agree or agree strongly) that St. Margaret's is an appropriate location to develop community facilities
- 38% disagree
- 250 seat facility most strongly supported aspect (78%)
- Quiet area least supported aspect – not relevant to business use (36%)
- Community café should be:
  - Open daytime and evenings
  - Providing light refreshments
  - Available for functions
  - Available for evening use
  - Open to the wider public
- 62% would make use of 250 seat venue
- 39% would not use it
- 28% would use it less than annually
- 57% would use it more than annually but less than monthly
- The venue needs flexible seating, Wi-Fi audio, projection system and catering facilities
- 71% would use smaller meeting rooms
- Most more than annually but less than monthly
- Smaller rooms should have facilities which are similar to the large room – audio, Wi-Fi etc.
- 92% believe there would be a positive impact on Forfar (interestingly, more than in the community survey)

### **3.3. Focus Group Outputs**

#### **3.3.1. Business Group**

Three representatives of the business community participated in a focus group specifically aimed at researching the potential for business facilities in the new building. This turnout was disappointing given that:

- There had been extensive coverage of the meeting taking place via the Forfar Dispatch
- Colin had visited every business in the West High Street between Haq's Newsagent and The Cross and dropped off a leaflet where the premises were closed or had personally invited business owners or managers to attend.

We conclude that there is a great degree of apathy at this stage, which may not reflect a particular problem with the specific development, but reflects a wider apathy amongst businesses in the town in general. This may be due to "consultation fatigue" as consultations seem to be on-going on a wide range of initiatives. Members of the business group were asked:

- What business facilities do you think Forfar needs?
- What do you think of the facilities proposed for St. Margaret's Church?
- Do the proposed facilities meet the need for business facilities in Forfar?
- What comments do you have on the design of the proposed new building?

#### **a) Perceived Need for Business Facilities**

Participants responded that Forfar needs the following:

- Rooms suitable for training and seminars – up to around 60 capacity. The closure of the Royal Hotel now means that there are few locations which can offer this.
- A conference facility with capacity for up to 60 seated comfortably – within a flexible multi-purpose venue which can also be used for events and functions. The space would need to be acoustically subdivided. For meetings greater than 80 the Reid Hall is adequate
- A venue for weddings and funeral teas – even if they main event does not take place in the church itself
- Good kitchen facilities with access for catering providers
- A hub for business groups
- Offering good facilities and scope for evening use
- A decent lunch venue

#### **b) Views on the St. Margaret's Proposals**

The participants were then asked to comment on each of the proposed spaces envisaged for inclusion in the new St. Margaret's building, which were specified by the church in the study brief. They responded as follows:



- A 250 seat facility suitable for a range of uses such as conferences, concerts and meetings:
  - Not big enough for a large funeral or wedding. Needs flexibility for more.
  - However it may be TOO big for normal church use – way in excess of Sunday worship requirement.
  - Too big for business use – the main venue currently used is Carnoustie which has capacity for up to 150 and this is regarded as adequate for all of Angus
- A hall large enough to be used for certain indoor sports:
  - Not compatible with business use
  - Too small for a badminton club – the community campus may meet this requirement more effectively
- Smaller meeting rooms for community use:
  - Good for business use as long as they do not replicate what most businesses have in their own premises
  - Minimum capacity of around 25
  - There would be occasional business use
  - There must be Wi-Fi and presentation facilities
  - Comfortable seats
  - Coffee etc. available
  - But is this compatible with other church and community users – e.g. youth clubs or crèches?
- A community café:
  - What is a community café?
  - There needs to be more definition of the business Option
  - There is no shortage of places nearby
  - No need but there may be demand
  - Needs a street frontage
  - If it was good it would be widely used
  - Could it could struggle to compete as there are many competitors around the area
- A quiet area (for contemplation or to read, with perhaps a cup of coffee):
  - No strong view on this

- A 'sound proof' room – possibly available for e.g. band practice:
  - Cost implications – of construction and operation
  - Is there demand?
  - Does the Pit Stop offer this?
  - Is it compatible with funerals and weddings?
  - Not sure if it is a "fit" with the other uses
- Other:
  - General feeling that the project, whilst commendable in its ambition, may be too ambitious
  - Congregation numbers and Sunday attendance may not warrant such a development
  - However there is scope for business use
  - But there may be danger of conflict between users
  - A sensitive site requiring a sensitive building concept
  - Use existing stone – this increases costs
  - Could the sanctuary be located upstairs?
  - Does it meet the requirements of the church first and foremost?
  - "Economic madness" – quote from one participant
  - Could the church do a partial demolition and reuse what they currently have at the back i.e. the halls?

### c) **Meet with Business Requirements**

How well does the project meet the business requirements set out in section a?

- Rooms suitable for training and seminars.  
5/5 - Yes
- A conference facility with capacity for up to 60 seated comfortably  
3/5 – may be too big
- A venue for weddings and funeral teas  
4/5 – need to allow access via high doors and centre aisle
- Good kitchen facilities with access for catering providers
- A hub for business groups  
5/5 - Yes
- Offering good facilities and scope for evening use  
4/5 – Depends upon community café business Option
- A decent lunch venue  
1/5



#### **d) Conclusions**

Businesses were broadly supportive of the project but they are concerned that it is over ambitious. Although they would possibly make use of the smaller rooms, the conference facility may be a little large for what is required, however they see the centre as a potential hub for business groups. There is a relatively low level of support for the community café.

#### **3.3.2. Community Groups**

Four representatives of Forfar community groups participated in a focus group specifically aimed at researching the need for community facilities in the new building. This turnout was relatively disappointing given that:

- The event was heavily publicised in the local press
- A presentation was given to Forfar Community Council to encourage their members and members of the public to attend
- Angus Council Community Planning Officer forwarded the details of the event to community groups in Forfar
- The issue of community facilities is currently very much live given proposals for development of the community campus

The Glamis Consultancy also attended a public meeting held by Angus Council to solicit views on the community campus and a community workshop held by the Forfar Local Area Planning group. We conclude that the relatively poor turnout at these events probably reflects a wider apathy or something of a consultation overload in general in the town. Members of the community group were asked:

- What community facilities do you think Forfar needs?
- What do you think of the facilities proposed for St. Margaret's Church?
- Do the proposed facilities meet the need for community facilities in Forfar?
- Would your group use these facilities?
- What comments do you have on the design of the proposed new building?

#### **a) Perceived Need for Community Facilities**

Participants responded that Forfar needs the following:

- Hotel
- Drama Venue
- Tourist Accommodation – a small hostel
- Music venue
- Community campus too far out of town

#### **b) Views on the St. Margaret's Proposals**

The participants were then asked to comment on each of the proposed spaces for the new St. Margaret's Church building. They responded as follows:

- A 250 seat facility suitable for a range of uses such as conferences, concerts and meetings:
  - Scope for inappropriate use of the sanctuary
  - Need disabled access
  - Multiple uses could bring in money
  - Do we need 3 CoS in Forfar?
  - The Church has first call on it
  - Used for drama, music, theatre?

Overall – unsure about uses and may conflict with the main role of the building as a church

- A hall large enough to be used for certain indoor sports:
  - Yes
  - Scouts could use it
  - Crèche
  - Probably a lot of use

Overall – big YES to this

- Smaller meeting rooms for community use:
  - Definite need
  - Can be hired out
  - Uses include groups, NHS, Council

Overall – big YES to these

- A community café:
  - What is it?
  - Could be volunteer run – e.g. Hope Park Church in St. Andrews was mentioned as a comparator and a church in Gorbals in Glasgow
  - Is it full time?
  - Could it do funeral teas and other functions?
  - Lunch Club facility?
  - Scope for a community business?
  - What about competing with other cafes nearby?

Overall – question mark over what it is and how it would be run. The Church needs to look in more detail at what the operating Option would be.



- A quiet area (for contemplation or to read, with perhaps a cup of coffee)
  - Make it internal
  - A side chapel
  - Related to the sanctuary
  - Place for reflection
  - Not for reading the newspaper or having a coffee
  - Suitable for multi faith – or for none

Overall – Yes but a spiritual place - not for drinking coffee

- A 'sound proof' room – possibly available for e.g. band practice:
  - Definitely not in a church
  - If it must be done, stick it in the back
  - Needs good access
  - Not through the church – separate
  - Could encourage young people to get involved

Overall - a high level of doubt about this. It needs to be sensitively located – at the back of the building and out of the way of other users - and soundproofed - expensive

- Other:
  - Kitchen – does this duplicate the café?
  - Hostel for staying groups?
  - Use the existing church stone
  - Space in front should NOT be for parking
  - Set back from street as per the current building
  - What's this about 14 years – from November meeting?
  - Need a secure church office - vestry

### c) **Issues Arising**

- How well does the project meet the community requirements set out in section b? The church site does not really match up for some of the major aspirations but it could provide some of them, for example the venue for drama and music.
- However there is something of a concern over conflict between church and community use
- Overall, a place which is open to everyone and not just church users.

## d) Conclusions

Community groups were broadly supportive of the project. The large hall and small halls were welcomed as was the community café although it needs further definition. They were less certain about the 250 seat venue which could conflict with other church functions. The quiet area is welcome although as a place of reflection and not as a place to drink coffee whilst there was little need apparent for the soundproofed room. There was some question over what the café was and how it would be run.

### 3.3.3. Current Hall Users

This group was well attended with around 20 participants, from groups associated with the church to those who used the halls as a place to host their activities. Discussion was lively with a strong overall view that the redevelopment was a positive development. Members of the existing users groups were asked:

- What facilities do you need?
- What do you think of the facilities proposed for St. Margaret's Church?
- Do the proposed facilities meet the need for community facilities in Forfar?
- Would your group use these facilities?
- What comments do you have on the design of the proposed new building?

## a) Perceived Need for Facilities in the Building

Participants responded that they need the following:

- Toilets – not unisex
- Main Hall (not the sanctuary)
  - Large hall for 80 – 100
  - Audio visual equipment
  - Flexible room space with dividers
  - Good acoustics
  - Good for teaching and practical skills
  - Good Storage
  - Suitable for games
- Kitchen
  - Ovens
  - Fridge/freezer
  - Tea coffee making facilities
  - Large food preparation area
  - Hand washing area
  - Cookers
  - Double sinks



- Storage
- Smaller Meeting Spaces
  - 30 – 50 people seating
  - Suitable for Sunday School and crèche
  - Suitable for Friday coffee mornings
  - Near to kitchen and toilets
  - Subdivides
- Other Facilities:
 

<ul style="list-style-type: none"> <li>➤ Notice Boards</li> <li>➤ Wooden floor</li> <li>➤ Lots of power points</li> <li>➤ Movable furnishings</li> <li>➤ Good heating</li> <li>➤ Insulation</li> <li>➤ Good soundproofing</li> <li>➤ Presentation screens/TV</li> <li>➤ Dark area for PowerPoint and presentations</li> <li>➤ Visual aids</li> <li>➤ Flooring suitable for games</li> <li>➤ Broadband throughout</li> <li>➤ Area to leave outdoor shoes and coats</li> <li>➤ Storage, storage and more storage</li> </ul>	<ul style="list-style-type: none"> <li>➤ External games/BBQ space</li> <li>➤ Parallel bars</li> <li>➤ Wall bars</li> <li>➤ Silence to be achieved if required</li> <li>➤ Decent seats</li> <li>➤ Induction loop</li> <li>➤ Must be suitable for partially sighted</li> <li>➤ Toilets on the levels suitable for prams and wheelchairs – with easy access to halls</li> <li>➤ Glass frontage</li> <li>➤ Use existing stone</li> <li>➤ DDA compliant</li> <li>➤ No pebbles out front</li> </ul>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------
- Quiet Area
  - For prayer and reflection – it's a church not a reading room
  - Internal – not an external space
  - Not for coffee or reading newspapers
  - May be another room
  - Or a side chapel like those at e.g. Ninewells, Glasgow Airport
  - Omnifaith – a Christian space open to all faiths but clearly Christian
  - Internal – available all day every day
  - A reading room – yes but not for coffee and newspapers. Its another sanctuary but smaller

- Soundproofed Room
  - Is it too expensive?
  - The jury is out
  - May conflict with the quiet area and the ambience of the building
  - Overall, no to the sound proofed room

**b) St. Margaret's Proposals**

The participants were then asked to comment on each of the proposed spaces for the new St. Margaret's building. They responded as follows:

- A 250 seat facility suitable for a range of uses such as conferences, concerts and meetings
  - YES
- A hall large enough to be used for certain indoor sports
  - YES
- Smaller meeting rooms for community use
  - YES

Overall – big YES to these

- A community café
  - YES in principal but all respondents in the groups indicated that the church needs to look in more detail at what the best operating option would be.
- A quiet area (for contemplation or to read, with perhaps a cup of coffee)
  - YES but a spiritual place - not for drinking coffee or reading. A side chapel, a smaller sanctuary or just a quiet area for reflection which can be used by all faiths or none
- A 'sound proof' room – possibly available for e.g. band practice
  - A BIG NO
- Other



- External areas paved and grassed – not pebbles
- Use original stone
- Sensitive design needed in that area of Forfar
- Ready access needed for funerals
- Central aisle please

Overall – some other good suggestions emerging

### **c) Issues Arising**

There is a concern over potential conflict between church and community use. Also, given the size of the church congregation and general trends towards smaller ageing congregations, and mergers should the church not develop what they NEED rather than what they may WANT? Again, this is a place which is open to everyone and not just church users.

### **d) Conclusions**

Existing user groups were very supportive of the project. Only the soundproofed room was regarded as unrequired. There was ambivalence over the café as it needs further development of the concept and indication that the kitchen may be more essential.

## **3.4. Building design**

Respondents in all groups gave some feedback on the building design. They were asked to be architect and draw up some thoughts on their views on the layout of the spaces within the building. These will be used to brief the architect when commissioned.

Generally most respondents envisaged a building with a centrally located 250 seat sanctuary and the other spaces around the sanctuary. Externally, no pebbles and set back from the street as is the case with the current building. The reuse of the stone should be included and full DDA compliant access is essential. A few suggestions were made that there should be a central aisle in the church.

## **3.5. Research Conclusions**

Overall there is a generally strong positive view of the redevelopment proposals however there are some areas of common concern. These are:

- Will St. Margaret's Church be taking on something that is too big for its own needs?
- Is a 250 seat venue too large?
- How can such an ambitious project be funded?
- What would the impact of the Community Campus be on demand for facilities?
- What is the business Option for the community café?
- There is a need to make sure that the new building is sympathetic towards the streetscape of West High Street

There is a need for and a demand for, some of the facilities proposed to be included in the new development. These are as follows:

Definitely

- The large 250 seat meeting space – although some respondents believed it to be too large
- Halls
- Smaller Meeting rooms
- Kitchen

Probably

- The quiet area but it should be internal not external and a spiritual and reflective area not for having coffee
- The games size hall
- The community cafe - but there is ambivalence and it needs clearer definition of what it does.

Unlikely

- The soundproofed room which doesn't sit with the ambience

Based on the research overall, we conclude overall that:

- The aspirations of St. Margaret's Church are broadly welcomed
- There is some concern over the balance between church and community need - what does the church need first and foremost?
- There is some concern over the proposed scale of the project
- The church should develop what it needs for its own needs rather than what it wants
- And can it afford to commit to high capital expenditure on a project for a relatively small number of members with no guarantees that the community will respond positively to the provision of the other facilities?
- An "elephant in the room" is the Community Campus which may offer many of the facilities that the church currently envisages.
- Finally, there is no evidence from any of the market research that the building could meet any currently untapped source of venue hire business



## **4. Financial Viability and Sustainability**

This analysis follows on from the research into the community and business need undertaken in Forfar in relation to the need for the proposed redevelopment of St. Margaret's Church to provide community facilities. It provides an assessment of the likely financial viability of the proposed redevelopments at the church. The aims of this section are to address the questions:

- Is the development financially viable?
- Is it sustainable in the longer term?

### **4.1. Methodology**

The approach used to assess business viability was based on the building concept developed by James F. Stephen Architects and the analysis undertaken was to:

Develop a series of Options for the proposed redeveloped church to include community facilities and then estimate for each option:

- Estimate operating costs from existing and researched costs
- Estimate revenue potential and viability at current levels of usage
- Assess overall viability on basis of scenarios for future use
- And then consider viability based on inclusion of a community café

Then consider a smaller redeveloped church which does not offer extended community facilities:

- Estimate costs from existing and researched costs
- Estimate revenue and viability at current levels of usage
- Estimate revenue and viability on basis of future operation as a church only

The research was undertaken using available benchmark data wherever appropriate.

### **4.2. Spaces Available for Hire**

Spaces available for hire in the redeveloped building were based on the building concept prepared by James F. Stephen Architects and are as follows:

- Sanctuary only
- Large Meeting Hall
- Meeting Room 1
- Meeting Room 2
- Meeting Room 3
- Meeting Room 4 (Rooms 1 to 3 combined)
- All including Sanctuary

Total area of 1,297m<sup>2</sup>

The total area available in the smaller option is 620m<sup>2</sup>

#### **4.3. Findings on Business Viability for the “Community Facilities” Option**

To investigate business viability of the Option based on the larger building and offering scope for extended community use, three options were developed. These were:

- Option 1 - Based on current levels of hall usage transferred to the new building and making use of appropriate rooms
- Option 2 - Based on increased levels of hall and meeting room rental as a community venue including daytime use
- Option 3 – As Option 2 but taking operation of a “community café” into account

##### **4.3.1. Cost and Revenue Assumptions**

A range of cost and revenue assumptions were built into each of the financial Options. These assumptions are set out below, relative to each of the Options:

##### **4.3.2. Option 1 Cost and Revenue Assumptions**

The Option 1 cost and revenue assumptions are as follows:

###### **a) Cost assumptions**

- As transfer of existing church business and activities means that the building would continue to function as current, this would not require appointment of a Hall Manager
- There is no marketing budget required
- Other staff costs remain as current including organist and admin officer
- No rates are payable – it’s still a church
- Building costs are based on a comparator contemporary public building of what might be similar nature. A relevant example is the John Hope Gateway at the Royal Botanic Gardens in Edinburgh for which data is available.
- The floor area of the new building is 1,297m<sup>2</sup> and the building is potentially open for the equivalent of 280 days per year but heating and lighting costs are incurred for 157 days to allow for four months (May to August) where operation at “full throttle” is not required due to better weather and general lower levels of demand
- The entire building is heated and lit for the opening days rather than being capable of having individual spaces “fired up”
- Estimates have been included for maintenance, insurance and administration costs
- There is no marketing or promotional budget

###### **b) Revenue assumptions**

- As current diary plus 3 weddings per year @ £300 per event – essentially a small increase on the level of current wedding business



- Current users fit into new spaces
- The available spaces are as set out in section 2.1

In this Option, the new church does not offer a community facility which is available on a “walk up” basis. The venue can be hired by additional external groups if required but costs and revenues are based mainly on the levels of current venue usage and hire business. Overall, the church is operated on a similar basis to the current building. Based on these assumptions, the overall costs and revenue are shown in Table 4.1.

<b>TABLE 4.1</b>	
<b>OPERATING COSTS AND REVENUE ESTIMATES - OPTION 1</b>	
<b>COSTS</b>	<b>Year 1</b>
Marketing	£0
Staff	£11,069
Maintenance	£3,000
Administration	£1,200
Building costs	£11,230
Rates	£0
Insurances	£5,000
Contingency	£3,150
<b>TOTAL COSTS</b>	<b>£34,649</b>
<b>REVENUE</b>	
Venue Hire	£37,752
<b>TOTAL INCOME</b>	<b>£37,752</b>
Total Costs	£34,649
Total Revenue	£37,752
<b>SURPLUS/DEFICIT</b>	<b>£3,103</b>

On this basis, it is clear that operating the building primarily as a church used largely for the functions and activities currently undertaken is unlikely to be a financial drain on the congregation of St. Margaret’s Church.

However the church does not fulfil a role as a community asset, remaining primarily for the use of members and groups who currently hire the existing church halls.

#### **4.3.3. Option 2      Cost and Revenue Assumptions**

In this Option there is increased revenue from venue hire arising from greater use of the church as a community facility. Cost assumptions are as for Option 1 but with the following differences:

- A part time (20 hours per week) Hall Manager in post to manage the bookings and look after the building and inclusion of a £1,500 marketing budget to promote the increased use of the church for various local groups.
- The floor area of the building is 1,297m<sup>2</sup> and the building is potentially open for the equivalent of 363 days per year but heating and lighting costs are incurred for 240 days to allow for four months (May to August) where operation at “full throttle” is not required due to better weather and general lower levels of demand

Revenue assumptions assume the following:

- Usage level is as per the hire current hire diary plus 20 weddings @ £300 hire per event. It is not known if this is regarded as an achievable number of weddings.
- Funeral hire based on one per month @ £300 venue hire. Again, it is not known if this is a realistic estimate
- There is a modest increase in room hire by external organisations
- Meeting rooms 1,2 and 3 hire of 8 hours per week charged at £15 per hour
- Entire site hire twice per year for e.g. a regional or national meeting or an event such as a concert
- Assumes all users (including external church organisations e.g. Angus Presbytery) pay a venue hire fee
- These revenue assumptions are probably conservative but serve to give an indication of potential venue hire usage

The precise level of usage is impossible to quantify but based on these assumptions, a typical annual operating budget is shown in Table 4.2.



<b>TABLE 4.2</b>	
<b>OPERATING COSTS AND REVENUE ESTIMATES – OPTION 2</b>	
<b>COSTS</b>	<b>Year 1</b>
Marketing	£1,500
Staff	£19,069
Maintenance	£3,000
Administration	£1,200
Building costs	£17,167
Rates	£0
Insurances	£5,000
Contingency	£4,694
<b>TOTAL COSTS</b>	<b>£51,630</b>
<b>REVENUE</b>	
Venue Hire	£41,660
<b>TOTAL INCOME</b>	<b>£41,660</b>
Total Costs	£51,630
Total Revenue	£41,660
<b>SURPLUS/DEFICIT</b>	<b>-£9,970</b>

Table 4.2 shows that even with an increase in venue hire revenue, the associated cost increases associated with longer opening and higher staff costs could render the facility non-viable due to the need to open on a more accessible basis. The deficit could increase further if there was a need to heat and light the building for a greater number of days but this could of course be offset by increased venue hire.

The revenue estimates are, of course, just that and the level of usage may be over or understated. However more detailed research would be required to firm up on the likely level of demand, especially given that the Forfar Community Campus may offer some of the community facilities envisaged for St. Margaret's. It is likely that substantial effort would be required to ensure that the building is used to the level at which financial sustainability could be achieved on an ongoing basis whilst there is no identifiable untapped source of income from which the new church building could generate income.

So whilst there may be scope to increase venue hire revenue or reduce staff costs leading to viability, this does not detract from the main finding that Option 2 is likely to be financially marginal.

#### 4.3.4. Option 3 Cost and Revenue Assumptions

Many churches now incorporate a community café, which would be open to the public on a general basis, as a means of ensuring revenue and cash flow whilst engaging the community. In this Option we consider how a community café would impact on the finances of St. Margaret's Church.

##### a) Café Comparators

Many of our major churches have cafes within them, including St. Giles' Cathedral, Exeter Cathedral and Carlisle Cathedral but smaller churches are now offering cafes either for their own congregation use or for public use. There are advantages and disadvantages to this.

##### b) Advantages and Disadvantages of a Café

The main benefits are that the church generates additional revenue and becomes more of a focus for the community in general. The disadvantages are that there are staff costs associated with the operation and there is a need to comply with food and hygiene legislation. Overall a café:

- Makes the building more inclusive
- Creates an informal meeting place
- The church becomes a focal point in the community
- It may encourage people to come along at other times
- It can be reserved for e.g. funeral teas, community group use
- There is scope for volunteers to get involved in running it
- However it may cause displacement from local businesses
- And compliance with legislations is required

Examples of church cafes are shown in the links below (Table 4.3).

TABLE 4.3 CHURCHES WITH CAFES	
Manna Café, Newport on Tay Church of Scotland	<a href="http://notchurch.co.uk/index.php/manna/">http://notchurch.co.uk/index.php/manna/</a>
The Cloister Café, St. Bartholomew the Great, London	<a href="http://www.greatstbarts.com/Pages/Cloister_Cafe/cafe.html">http://www.greatstbarts.com/Pages/Cloister_Cafe/cafe.html</a>
Michaelhouse Café, St. Michael's Church, Cambridge	<a href="http://www.michaelhousecafe.co.uk/michaelhouse-centre/">http://www.michaelhousecafe.co.uk/michaelhouse-centre/</a>
King's Café, Kingsland Lexden Church, Colchester	<a href="http://www.kingsland.org.uk/lexden/aboutUs/kings">http://www.kingsland.org.uk/lexden/aboutUs/kings</a>
Cottage Beck Café Church, Scunthorpe	<a href="http://www.cafechurch.com/">http://www.cafechurch.com/</a>

For further ideas on design of church cafes see

[http://www.ehow.com/info\\_8064427\\_design-ideas-coffee-shops-church.html](http://www.ehow.com/info_8064427_design-ideas-coffee-shops-church.html)



There will be a need to comply with relevant legislation. All food businesses which make, handle, store or sell food are subject to inspections to ensure that the food is safe for the consumer. Registering a food business allows Environmental Services to be aware of the business and incorporate it into the system of inspections. There is no charge made for this registration and it cannot be refused. In general terms, anyone handling food should be trained in basic food hygiene. Training in the Elementary Food Hygiene Certificate is provided through local colleges, community use schools and the private sector.

Premises serving food must have a separate sink and wash hand basin and all surfaces (walls, worktops and floors) must be smooth and easily cleaned. There must be enough space to prepare and store food although this will depend on the scale and type of operation. These requirements may impact on building design and layout

### c) Potential for a Community Café at St. Margaret's

The research has indicated that the concept would be welcomed but that more detail was required on the business model for the café. So in this Option, the community café offers:

- 36 covers maximum and open to the public, reflecting the research outputs and architects' building concept
- Maximum footfall of 288 per day (1 hour dwell time)
- Average opening 6 hours per day, 363 days per year
- Average spend £1.84 (based on average catering spend from SVAM for 2012<sup>[1]</sup>)
- Cost of catering is 40%
- No staff costs as the café is run by volunteers

The café can be considered as a "stand alone" facility within the church (Table 4.4).

<b>TABLE 4.4</b>	
<b>CAFÉ OPERATION – VOLUNTEER OPERATION</b>	
Capacity	36
Hours per day	6
Max Footfall per day (based on hour dwell time)	216
Days open per year	363
Footfall per year	78,408
Average income per visitor (based on SVAM figure for heritage centres)	£1.84
Total café income	£144,271
Café costs (40%)	£57,708
Café Surplus	£86,562

Based on these estimates it is feasible that the café could generate a surplus of c£86k if no staff costs are incurred.

#### d) Role of Volunteers

Note that in the above Option, the café is run largely by volunteers. However it may be feasible to include a staff cost element based on 1 FTE café staff. In that case, and assuming that the cost of this is just under £25k per year, based on 1 Full Time and 2 part time staff, the operating situation would be as shown in Table 4.5.

TABLE 4.5 CAFÉ OPERATION – WITH STAFF POSTS	
Capacity	36
Hours per day	6
Max Footfall per day (based on hour dwell time)	216
Days open per year	363
Footfall per year	78,408
Average income per visitor (based on SVAM figure for heritage centres)	£1.84
Total café income	£144,271
Café costs (40%)	£57,708
Staff cost	£24,492
Café Surplus	£62,070

Even with a full time café manager and café staff it is still feasible that the café could operate on a financially viable basis.

#### e) Impact of the Café on Overall Performance

How does the café impact upon the overall financial performance of the church? If the following are considered:

- Cost assumptions as for Option 2 but including café costs for both staffed and a volunteer run café.
- Staff costs cover 51 weeks per year
- Revenue assumptions assume the café costs and revenue are as set out in section 3.1.3.

Based on these assumptions, the financial projections for a year's trading is shown in Table 4.6.



**TABLE 4.6**  
**IMPACT OF STAFFED AND UNSTAFFED CAFÉ ON OVERALL VIABILITY**

	<b>Year 1</b> <b>(with FT café staff)</b>	<b>Year 1</b> <b>(with café volunteers only)</b>
<b>COSTS</b>		
Marketing	£1,500	£1,500
Staff (inc café)	£43,090	£19,069
Maintenance	£3,000	£3,000
Administration	£1,200	£1,200
Building costs	£17,167	£17,167
Rates	£0	£0
Insurances	£5,000	£5,000
Costs of catering	£57,708	£57,708
Contingency	£12,867	£10,464
<b>TOTAL COSTS</b>	<b>£141,532</b>	<b>£115,109</b>
<b>REVENUE</b>		
Venue Hire	£41,660	£41,660
Café Income	£144,271	£144,271
<b>TOTAL INCOME</b>	<b>£185,931</b>	<b>£185,931</b>
<b>Total Costs</b>	<b>£141,532</b>	<b>£115,109</b>
<b>Total Revenue</b>	<b>£185,931</b>	<b>£185,931</b>
<b>SURPLUS/DEFICIT</b>	<b>£44,399</b>	<b>£70,822</b>

The overall impact of the café could be to turn an operating deficit incurred in Option 2 as a result of the aspiration to offer a more widely available community facility, into a healthy operating surplus.

#### 4.3.5. Five Year Financial Estimates

To estimate five year trading figures, the following assumptions have been taken into account:

- Revenue from venue hire increases by 2% per year
- Revenue from café increases by 2% per year to reflect current levels of UK economic growth
- Staff costs increase by 3% per year
- Other costs increase by 3% per year to reflect a realistic inflation rate

Five Year Operating Estimates are provided for each Option in Tables 4.7 to 4.9.

## a) Option 1

TABLE 4.7. FIVE YEAR OPERATING ESTIMATES – OPTION 1					
<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£0	£0	£0	£0	£0
Staff	£11,069	£11,401	£11,743	£12,095	£12,458
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£11,230	£11,567	£11,914	£12,272	£12,640
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Contingency	£3,150	£3,244	£3,342	£3,442	£3,545
<b>TOTAL COSTS</b>	<b>£34,649</b>	<b>£35,688</b>	<b>£36,759</b>	<b>£37,862</b>	<b>£38,998</b>
<b>REVENUE</b>					
Venue Hire	£37,752	£38,507	£39,277	£40,063	£40,864
<b>TOTAL INCOME</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>
Total Costs	£34,649	£35,688	£36,759	£37,862	£38,998
Total Revenue	£37,752	£0	£0	£37,752	£37,752
<b>SURPLUS/DEFICIT</b>	<b>£3,103</b>	<b>£2,064</b>	<b>£993</b>	<b>-£110</b>	<b>-£1,246</b>
Cumulative Surplus/(Deficit)	£3,103	£5,167	£6,159	£6,050	£4,804

In Option 1 it appears that the church can carry on as before in the new building generally on a financially sustainable basis, although the church would not become a community asset.

Note that it is not the intention to assess how the impact of weekly offerings, donations, bequests and other income sources, which would require much more detailed analysis of ongoing church finances, would affect the viability of the options – but we will consider the impact on church reserves is considered in section 4.3.6.



## b) Option 2

TABLE 4.8 FIVE YEAR OPERATING ESTIMATES – OPTION 2					
<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£1,500	£1,545	£1,591	£1,639	£1,688
Staff	£19,069	£19,641	£20,230	£20,837	£21,462
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£17,167	£17,682	£18,213	£18,759	£19,322
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Cost of catering	£0	£0	£0	£0	£0
Contingency	£4,694	£4,834	£4,979	£5,129	£5,283
<b>TOTAL COSTS</b>	<b>£51,630</b>	<b>£53,179</b>	<b>£54,774</b>	<b>£56,417</b>	<b>£58,110</b>
<b>REVENUE</b>					
Venue Hire	£41,660	£42,493	£43,343	£44,210	£45,094
<b>Café Income</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
<b>TOTAL INCOME</b>	<b>£41,660</b>	<b>£42,493</b>	<b>£43,343</b>	<b>£44,210</b>	<b>£45,094</b>
Total Costs	£51,630	£53,179	£54,774	£56,417	£58,110
Total Revenue	£41,660	£42,493	£43,343	£44,210	£45,094
<b>SURPLUS/DEFICIT</b>	<b>-£9,970</b>	<b>-£10,685</b>	<b>-£11,431</b>	<b>-£12,207</b>	<b>-£13,016</b>
Cumulative Surplus/(Deficit)	-£9,970	-£20,655	-£32,086	-£44,293	-£57,309

In Option 2 there is an ongoing and increasing annual operating deficit, cumulative to almost £60k over five years. This is caused by the need to increase costs to offer the building as a more widely accessible community venue but without necessarily achieving significant increases in revenue to offset these cost increases.

## c) Option 3

Five year estimates for Option 3 based on

- Opening times as Option 2 - 363 days opening per year and with
- paid café staff

Costs and revenue are set out in Table 4.9.

**TABLE 4.9**  
**FIVE YEAR OPERATING ESTIMATES – OPTION 3 WITH STAFFED CAFE**

<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£1,500	£1,545	£1,591	£1,639	£1,688
Staff	£43,090	£44,382	£45,714	£47,085	£48,498
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£17,167	£17,682	£18,213	£18,759	£19,322
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Cost of catering	£57,708	£58,862	£60,040	£61,240	£62,465
Contingency	£12,867	£13,195	£13,532	£13,878	£14,233
<b>TOTAL COSTS</b>	<b>£141,532</b>	<b>£145,143</b>	<b>£148,850</b>	<b>£152,655</b>	<b>£156,561</b>
<b>REVENUE</b>					
Venue Hire	£41,660	£42,493	£43,343	£44,210	£45,094
<b>Café Income</b>	<b>£144,271</b>	<b>£147,156</b>	<b>£150,099</b>	<b>£153,101</b>	<b>£156,163</b>
<b>TOTAL INCOME</b>	<b>£185,931</b>	<b>£189,649</b>	<b>£193,442</b>	<b>£197,311</b>	<b>£201,257</b>
Total Costs	£141,532	£145,143	£148,850	£152,655	£156,561
Total Revenue	£185,931	£189,649	£193,442	£197,311	£201,257
<b>SURPLUS/DEFICIT</b>	<b>£44,399</b>	<b>£44,506</b>	<b>£44,592</b>	<b>£44,656</b>	<b>£44,696</b>
Cumulative Surplus/(Deficit)	£44,399	£88,905	£133,497	£178,154	£222,850

In this scenario, it is feasible that an operating surplus could be achieved to permit accumulation of a growing reserve fund over several years.

#### **d) Summary**

A summary of the five year operating surpluses and deficits is shown in Table 4.10.

**TABLE 4.10**  
**SUMARY OF FIVE YEAR OPERATING SURPLUS AND DEFICITS**

<b>Option</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Option 1	£3,103	£2,064	£993	-£110	-£1,246
Option 2	-£9,970	-£10,865	-£11,431	-£12,207	-£13,016
Option 3 with staffed café	£44,399	£44,506	£44,592	£44,656	£44,696

Based on these projections, it is most likely that Options 1 and 3 can be viable in the longer term with Option 3 offering a potentially lucrative revenue source.



#### 4.3.6. Impact of Each Option on Church Reserves

Developing a new building with scope for community use may generate additional revenue to increase church funds and to make the church a more viable institution. It is critical that the church does not take on financial liabilities as a result of the new building.

We have considered how the various Options impact on the reasonably healthy financial reserves held by the church. Based on the accounts for the year ending 31<sup>st</sup> December 2013, it appears that St. Margaret's Church has around £190,000 available in unrestricted funds – i.e. in the reserves. In this section we consider how the three Options would impact on those reserves in future years, based on the current level of unrestricted funds (Tables 4.11 to 4.13).

##### a) Option 1 Based on Current Use

TABLE 4.11 IMPACT OF OPTION 1 ON CURRENT RESERVES					
Option 1	Year 1	Year 2	Year 3	Year 4	Year 5
Reserves (Unrestricted)	£190,344	£190,344	£190,344	£190,344	£190,344
Operating Surplus/(Deficit)	£3,103	£2,064	£993	-£110	-£1,246
Cumulative Reserves	£193,447	£195,511	£196,503	£196,394	£195,148

In Option 1, church reserve funds remain relatively stable in the long term.

##### b) Option 2 Based on Increased Usage but no Café

TABLE 4.12. IMPACT OF OPTION 2 ON CURRENT RESERVES					
Option 2	Year 1	Year 2	Year 3	Year 4	Year 5
Reserves (Unrestricted)	£190,344	£190,344	£190,344	£190,344	£190,344
Operating Surplus/(Deficit)	-£9,970	-£10,685	-£11,431	-£12,207	-£13,016
Cumulative Reserves	£180,374	£169,689	£158,258	£146,051	£133,035

In Option 2 reserve funds are likely to decrease in the short term due to the need to fund the running of the building and associated operations which is projected to run at an ongoing deficit.

##### c) Option 3 Based on Increased Community Use with Staffed Café

TABLE 4.13 IMPACT OF OPTION 3 ON CURRENT RESERVES					
Option 3	Year 1	Year 2	Year 3	Year 4	Year 5
Reserves (Unrestricted)	£190,344	£190,344	£190,344	£190,344	£190,344
Operating Surplus/(Deficit)	£44,399	£44,506	£44,592	£44,656	£44,696
Cumulative Reserves	£234,743	£279,249	£323,841	£368,498	£413,194

In **Option 3** reserve funds could be significantly enhanced in the long term as a result of revenue generated from the community café operation even with incurring of staff costs.

#### 4.3.7. Option 1 But with a Smaller Building

We have also assessed the impact of developing a smaller building which is intended primarily for use by current hall users and the church with little limited scope for wider community activities and no community cafe.

For this building concept the floor area has been reduced in size to 620m<sup>2</sup>. Financial estimates are based on 157 days full opening and on Option 1 alone as it is not possible to accommodate the other Options within a building of reduced size (Table 4.14).

<b>TABLE 4.14</b>					
<b>5 YEAR ESTIMATES BASED ON SMALLER BUILDING – OPTION 1 ONLY</b>					
<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£0	£0	£0	£0	£0
Staff	£11,069	£11,401	£11,743	£12,095	£12,458
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£5,368	£5,529	£5,695	£5,866	£6,042
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Contingency	£2,564	£2,641	£2,720	£2,801	£2,885
<b>TOTAL COSTS</b>	<b>£28,201</b>	<b>£29,047</b>	<b>£29,918</b>	<b>£30,816</b>	<b>£31,740</b>
<b>REVENUE</b>					
Venue Hire	£37,752	£38,507	£39,277	£40,063	£40,864
<b>TOTAL INCOME</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>
Total Costs	£28,201	£29,047	£29,918	£30,816	£31,740
Total Revenue	£37,752	£0	£0	£37,752	£37,752
<b>SURPLUS/DEFICIT</b>	<b>£9,551</b>	<b>£8,705</b>	<b>£7,834</b>	<b>£6,936</b>	<b>£6,012</b>
Cumulative Surplus/(Deficit)	£9,551	£18,256	£26,090	£33,026	£39,038

In this model, the building concept largely meets the requirements of the church, but without the provision of a community asset, and appears to be financially viable in the longer term.

#### 4.4. Overall Findings

Based on these assumptions, we find that the following applies:



#### 4.4.1. Option 1

The church building of 1,297m<sup>2</sup> as proposed is a marginally viable “business” proposition on the basis of church use alone. In this case, the current church, which allows only for opening up of the halls and main church as required, may be a cost effective long term option. If the size of the church is smaller, reduced to 620m<sup>2</sup>, then the option becomes more viable. In both cases, the operation of the building does not cause financial problems as any small deficit arises in the long term and is manageable.

Whilst this option does not allow for general community use, it meets the needs of church and existing users and may allow the church to build up reserves. A smaller building of 620m<sup>2</sup> would be even less able to meet wider community uses but may still be able to accommodate existing users, whilst being less of a financial burden on the church. The main areas identified to be most popular from the research, i.e. the larger halls, potentially the sanctuary and kitchen would still be available.

#### 4.4.2. Option 2

Based on a relatively modest increase in venue hire and usage of the proposed redeveloped building, the site is unlikely to offer a viable business proposition due mainly to increased costs and the need to engage a part time Hall Manager in the absence of any significant additional revenue source. In Option 2 the costs increase because of the need to open longer and accrue increased operating costs as a result of:

- Staff required to manage the building on a part time or full time basis to handle wider ranges of community uses with longer opening
- The need to incur heating and lighting costs for all areas of the building if it is to fulfil a role as a community facility and not only as a church

To make the building a viable proposition requires either a significant reduction in operating costs, through reducing opening hours or staff costs, or by increasing revenue to cover those operating costs. But there is no evidence from any of the market research that the building could meet an untapped source of venue hire business. Therefore this option may require ongoing subvention from church reserves in order to continue to fund its operation as a community venue – unless significant income accrues from venue hire.

#### 4.4.3. Option 3

Option 3 presents a possible increased revenue scenario through operation of the community café. Applying the cost and revenue assumptions for Option 3 indicates that it may be possible for the building to operate viably if revenue from the café is included. However the following considerations must be borne in mind:

- The research found that respondents were somewhat ambivalent towards the café
- There is no guarantee that the café will witness the levels of throughput needed to achieve profitability

- There is a lot of competition – Tiffin's, ASDA, 88 Degrees are all close by and may object to the café at the planning stage. If their objections are upheld then the business Option may become unfeasible.
- The café is likely to incur significant staffing costs although an element of voluntary operation may be achievable from within the church congregation and the wider community
- Operating a public facility takes the church into “uncharted waters” – there is no experience of operating a facility of this kind
- There may be a need for setting up of a trading company to ensure that any losses incurred do not impact upon the finances of the church as a whole
- The new Forfar Community hub may offer many of the facilities currently envisaged by St. Margaret's Church

#### 4.4.4. Assessment of the Options

What is driving the development in the first place? If the aim is to create a new church for the primary use of the congregation, then it may be feasible to achieve that goal in a smaller building than that which has been proposed at the outset when the aspiration to provide a community facility was a key consideration. The various options open to St. Margaret's and their overall impact are shown in Table 4.15.

TABLE 4.15 SUMMARY OF THE DEVELOPMENT OPTIONS					
Option	Community facilities	Surplus	Potential Impact on reserves	Preference - based on church use alone	Preference based on community use
1	No	Yes	Increase	1	2
1 Small	No	Yes	Increase	2	3
2	Yes	No	Decrease	4	4
3	Yes	Yes	Increase	3	1

#### 4.4.2. Creation of Additional Venue Hire Business

Increase in usage of the venue for events and hire will not take place of its own accord. A good venue will attract usage by positive local word of mouth. However to attract regular larger events which can utilise the bigger spaces within the building, such as the Sanctuary (for weddings, concerts, conferences etc.) and the rooms suitable for business use, will require some promotion. Similarly, aiming to attract conferences, meetings, musical events, religious meetings etc. is admirable but this will require some degree of promotion. It is recommended that a small annual budget would be required to undertake advertising, set up an attractive website and work with partners such as Angus Council and Dundee and Angus Convention Bureau to help attract conferences and events to the building.



If this can be done, then it is possible that the usage will increase beyond what is currently predicted. However as stated earlier, there is no evidence that there are any sources of untapped venue hire business from which significant revenues could flow.

The available data indicates that whilst there is some evidence of need for community facilities, it may not be strong enough to support Option 2, whilst the core needs of the church and existing users could readily be met within a new building of 1,297m<sup>2</sup> but which is functionally flexible to allow areas of it to be fired up as needed without the need to heat and light all of the building all of the time.

The smaller building could still incorporate all of the key aspects – including the 250 seat capacity sanctuary – but only by opening areas as required and without the need to promote it for meetings and conference use to offset running costs.

If the church was to be used as a community facility with general public access then this would require a more public opening which would likely increase the operating costs to a point where it may be a financial liability for the church

That is where the café comes in – by generating income from the public. However this is a significant operation with a high level of risk attached to it and the church may be unwilling or unable to take this on.

Table 4.15 shows that there is a conflict of aspiration which the church must address prior to proceeding with the preferred development. Option 2 is the “least best” option for a variety of reasons. The choice to be made rests in what the church sees as its own priorities. Essentially a conflict between:

- Does the church regard its own requirements as being a priority – in which case Option 1 (either variant) is the preferred solution
- Or does it seriously wish to provide a more open and accessible community facility and support it financially via a café – if this is the case then as Option 2 is intrinsically non-viable, the focus falls on Option 3

The decision is likely to be between these two options.

## **5. Outline Fundraising Strategy**

### **5.1. Introduction**

Grant making bodies and trusts criteria for support are different and vary markedly – some will not support religious organisations, others support only religious organisations. The following sets out an overall approach to developing a fundraising campaign. An unfocussed approach to fundraising takes up considerable time and resources with potentially little return. In this section we provide an overview of how a successful funding campaign could be structured,

taking into account the various sources of grant making bodies and trusts which are available, and how the project could engage with smaller donors.

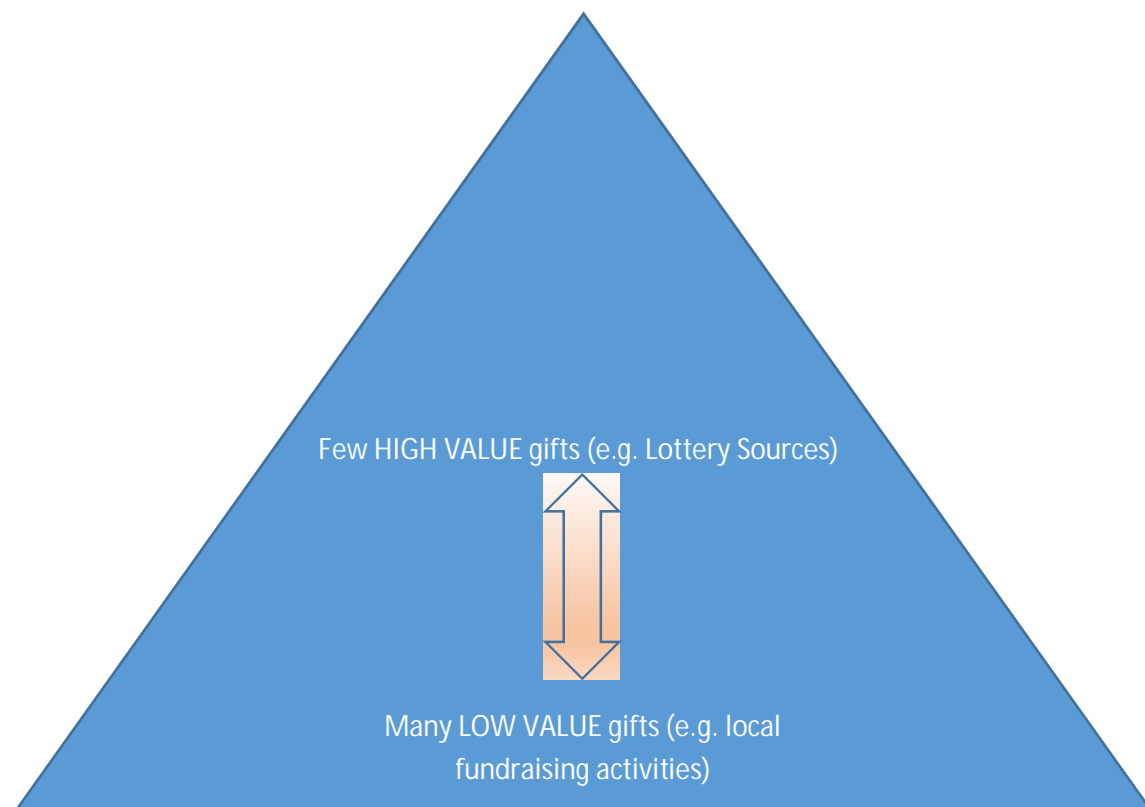
## 5.2. The Case for Funding

It will be essential to set out as clearly as possible the aims and objectives and eventual outcomes that will be achieved once the building is fully operational. Potential funders will use this information to match to their funding criteria and guidelines as part of their decision-making process. Setting out the case for funding in this way also helps to guide all other marketing and fundraising activity.

## 5.3. Funding requirement - The Donor and Gift Pyramid

The overall funding requirement for can be made more achievable it is helpful to break it down into a series of individual Gifts, which can then be allocated to potential funders.

The donor and gift pyramid is a very simple concept. The best way to explain this is to imagine a triangle, with a few high value gifts/grants/donations at the top, graduating down to many small contributions at the bottom (Figure 5.1).



**Figure 5.1 The Donor and Gift Pyramid**

As the fundraising campaign progresses, the donor pyramid is adjusted accordingly. It is a very useful way of setting targets and measuring progress against these



#### **5.4. Funding sources**

Funding sources vary for every project. What is clear is that inexperienced fundraisers could spend many years chasing grants in an unfocussed way and it is advised that a professional fundraiser with appropriate experience is at least consulted before a fundraising campaign is developed in detail.

#### **5.5. Trusts and Foundations**

Some major Trusts that might make a good starting point are as follows:

- Gannochy Trust
- Garfield West Foundation
- MacRobert Trust
- P F Trust

#### **5.6. Lottery Sources**

The two funds that may be appropriate are:

- Big Lottery Fund – Growing Community Assets - up to £1m
- Community Spaces Scotland - up to £250k

In addition, Awards for All has been used by other local projects including churches to fund the development stages of their projects.

#### **5.7. Corporate – gifts or sponsorship**

In the current economic climate it is unlikely that major donations or sponsorship could be secured from companies. One of the best ways to secure funding from companies is to offer the opportunity to have rooms or areas named in return for a certain amount of money. Engaging with local businesses via the Forfar Business Forum would be a good way to start

We would also recommend working closely with Dundee & Angus Chamber of Commerce to target smaller corporate donations from across the area.

#### **5.8. Individuals – donations**

It may be possible to secure some significant donations from wealthy individuals who have a connection to Forfar or St. Margaret's. In addition there will be those who are able to contribute contributions of £10 to £500 via a "Buy a Brick" scheme or similar.

#### **5.9. Local Fundraising Campaign**

A local Fundraising Committee should be established to complement the larger funding donations, once significant sums have already been received or pledged. A local fundraising campaign would focus on an achievable target figure to be raised via events, collections,

donations etc. Progress should be well publicised via a continually updated gauge - a “thermometer” on public display for example. The types of fundraising activity would include:

- Coffee mornings
- Sponsored events
- Car boot sales
- Plant sales
- Book sales
- Concerts

### **5.10 Research**

The first stage in the fundraising campaign will be to carry out detailed research into the potential funding sources, to identify those whose aims and objectives provide the closest match to those of the St. Margaret's. In addition to providing a “hit list” of sources for application, the research will provide information on the application processes, the likely funds that could be secured and the timescale from the start of the process to a successful outcome. All of this information should be plotted on a spreadsheet and timeline – indicating when the application is to be made and when the decision will be known.

### **5.11. Information sources**

There are a variety of research sources that can be used to gather the information including online guides ([www.trustfunding.org](http://www.trustfunding.org) and others), printed publications such as CAF Directory of Grant-making Trusts (current price c£150) and newspapers (Times Rich List). Company information is available via the Business Insider Top 500 companies. There are also a number of guides produced by the Director of Social Change that are very useful (<http://www.dsc.org.uk>)

### **5.12. Reference terms**

Funders will only contribute if there is relevance in the funding request or appeal to their particular interests. Research will identify potential funding sources according to their area of interests, depending on the nature of the project and using a number of key reference terms which for this project could include:

- |                   |                  |
|-------------------|------------------|
| • Community asset | • Healthy living |
| • Social welfare  | • Education      |
| • Sports          | • Citizenship    |
| • Leisure         | • Scotland       |
| • Recreation      | • Forfar         |

### **5.13. Approach to Funders**

Every source should be approached by the most appropriate person, in the most appropriate way for a contribution to the funding required.



#### **5.14. Methods**

The following sets out some of the key methods used in developing and delivering the funding campaign:

- Written applications or letters, supported by financial and specific project information on what the funding is required for.
- Personal approaches – made by Trustees, on a face-to-face basis. This would normally follow a process of “cultivation”, where the individual is invited to visit, attend a reception or presentation or be given a personal tour.
- Fundraising activities – a programme of events and activities that provides opportunities for supporters to contribute.

#### **5.15. Supporting materials**

- A brochure or fundraising leaflet that explains the history of the project, the reason for the new building and what will be included.
- A campaign website
- Financial information – breakdown of the costs, Annual Accounts of St. Margaret's Church
- Donation form – with information on the various ways that donors can give, including Gift Aid details.

As a starting point Foundation Scotland [www.foundationscotland.org.uk](http://www.foundationscotland.org.uk) is a useful resource of information on grant making bodies, trusts and advisers.

#### **5.16. Requirement for a Fundraiser**

Developing and implementing a campaign is time consuming and resource demanding and adopting a scattergun approach is unlikely to generate rewards. Well-meaning and enthusiastic volunteers can assist in campaigns but in our opinion a fundraising campaign is most likely to succeed if the Association considers the appointment of a fundraiser with proven experience to develop and deliver the fundraising campaign.

#### **5.17. Fundraising Costs**

The campaign has a cost of course as there needs to be a Fundraiser, either consultant or part-time as it will need someone to put together the applications and to develop materials and manage the overall campaign. The fundraising costs should be no more than 5% of target and can generally be included within the monetary donations made.

#### **5.18. Timescale for Project Delivery**

This is not likely to be a short term project and once St. Margaret's has decided on which of the options to progress, will require development of a detailed estimates of costs and a

comprehensive fundraising strategy. Below we set out an appropriate case study which is worth a visit.

#### **5.19. Case Study - Mannofield Church, Aberdeen**

A comparable example of how a similar project in Aberdeen, at Mannofield Church, is developing a new community facility and using a fundraising campaign is set out below.

Mannofield Church - [www.mannofieldchurch.org.uk](http://www.mannofieldchurch.org.uk) - began life in 1882 and is part of the Church of Scotland. Situated in the City of Aberdeen and part of the Presbytery of Aberdeen it is the largest Church of Scotland congregation in the City with 1,500 members.

After taking stock of their buildings and assessing their usefulness in the light of an ambitious vision for the future life of the congregation and its relationship with the community the congregation recognised that improvements would allow for more progressive and appropriate community outreach and involvement. The buildings surrounding the community auditorium have not been modernised or updated for a considerable number of years. The layout of rooms and corridors do not allow for the flexibility required for multifunction use. Nor do they create the sense of welcome and comfort that allows for an uplifting experience for regular participants and visitors. Improvements in the accommodation alongside a focus on 'service to the community' would allow Mannofield to offer a more appropriate response to the needs of our local community. Assessing the local needs of the community Mannofield Church recognised its responsibility to foster a stronger sense of community focus and the following outcomes were envisioned:

- Improved facilities for all generations using the church for worship and other activities that provide greater comfort and usability.
- Greater interaction with the local community through increased activities and events geared towards support for the individual.
- Creation of a hub for young people to use as a meeting place that allows them to feel safe and valued.
- A facility that is used by parents with young children who benefit from an opportunity to meet together and which is open during working hours.
- A centre for the elderly situated at the heart of a community which is easily accessed and which provides a meeting
- A community facility out of which partner agencies can provide care provision to clients locally.

The project is not unlike the vision for St. Margaret's - Mannofield would still be a church first and foremost whilst offering a venue for community uses but on a similar basis to St. Margaret's. However probably because of their city location, it appears that the aspiration of a more widely used community asset is more viable than in Forfar.



### 5.19.1. Fundraising Strategy – the “Heart of the Community” Appeal

An estimated total of £1.5 Million has been set against the cost of the capital expenditure to make the proposed building adjustments. The Congregation seeks to raise this total amount through a fundraising strategy devised around three main areas:

- **Congregational Stewardship** - raising funds through specific appeals to the congregation. This might include the opportunities for one-off gifts and monthly or weekly giving programmes specifically for the Development Fund.
- **Funds and Trust** - identifying and making the case to appropriate bodies.
- **Fundraising** - relationship building with corporate bodies and individuals who may have a shared desire to grow and resource communities of support and opportunity.

The “Heart of the Community” Appeal is currently voluntary and has been underway since January 2011 which presents a challenge of fatigue, non-availability and difficulty in securing the appropriate skills. The church will include a commercially run café, with operating costs funded via the “Go For It” Church of Scotland fund to the tune of £45k per year for three years and the existing Community auditorium will become more readily available on a more “commercial” basis.

## 6. Conclusions

Overall, the aspiration to make St. Margaret’s a more inclusive community facility is a positive one. However given that the proposed building will require to be operated on a daily basis to allow for wider community access, viability is unlikely to be achieved on the basis of increased venue hire alone and requires additional revenue from e.g. the community café to make it viable. Overall therefore, we conclude the following:

- The building is likely to be viable if based only on current usage levels and church use
- Developing a community asset is likely to create a building which may be financially non-viable
- There is support in general for the aspirations of the church to develop a community asset
- However there is no evidence of an untapped source of venue hire business which could be accessed to make it viable
- Even with modest increase in hire income it is still unlikely to be viable
- However if a community café is included it could become a more viable prospect
- But this is based on a “public service” café
- There are benefits and costs associated with a café
- There is a decision to be made – is it the intention to offer a public café?
- If so, how might it work – with paid staff? Volunteers? What is the business Option?
- If not, then the likelihood of developing a viable, sustainable building can best be achieved by considering the needs of St. Margaret’s and existing users first and

foremost and developing a building concept around these needs, whilst allowing for any additional use

- But not going down the road of offering a fully-fledged community venue which is available to the public on a general basis.

## Acknowledgements

The Glamis Consultancy acknowledges the assistance of the following organisations and individuals in the completion of this study.

- |                                      |                   |
|--------------------------------------|-------------------|
| • Angus Council                      | • Lee Haxton      |
| • ASDA Forfar                        | • Andrea Logan    |
| • Dundee & Angus Chamber of Commerce | • Mike Stirling   |
| • Forfar Community Council           | • Isabel Ross     |
| • Forfar Rotary Club                 | • David Valentine |
| • James F. Stephen Architects        | • Fred Stephen    |
|                                      | • Paul Stephen    |
| • Johnson Press Ltd.                 | • Janet Thomson   |

## References

1. Scottish Visitor Attractions Monitor (2013), The Moffat Centre, Glasgow Caledonian University.

## DISCLAIMER

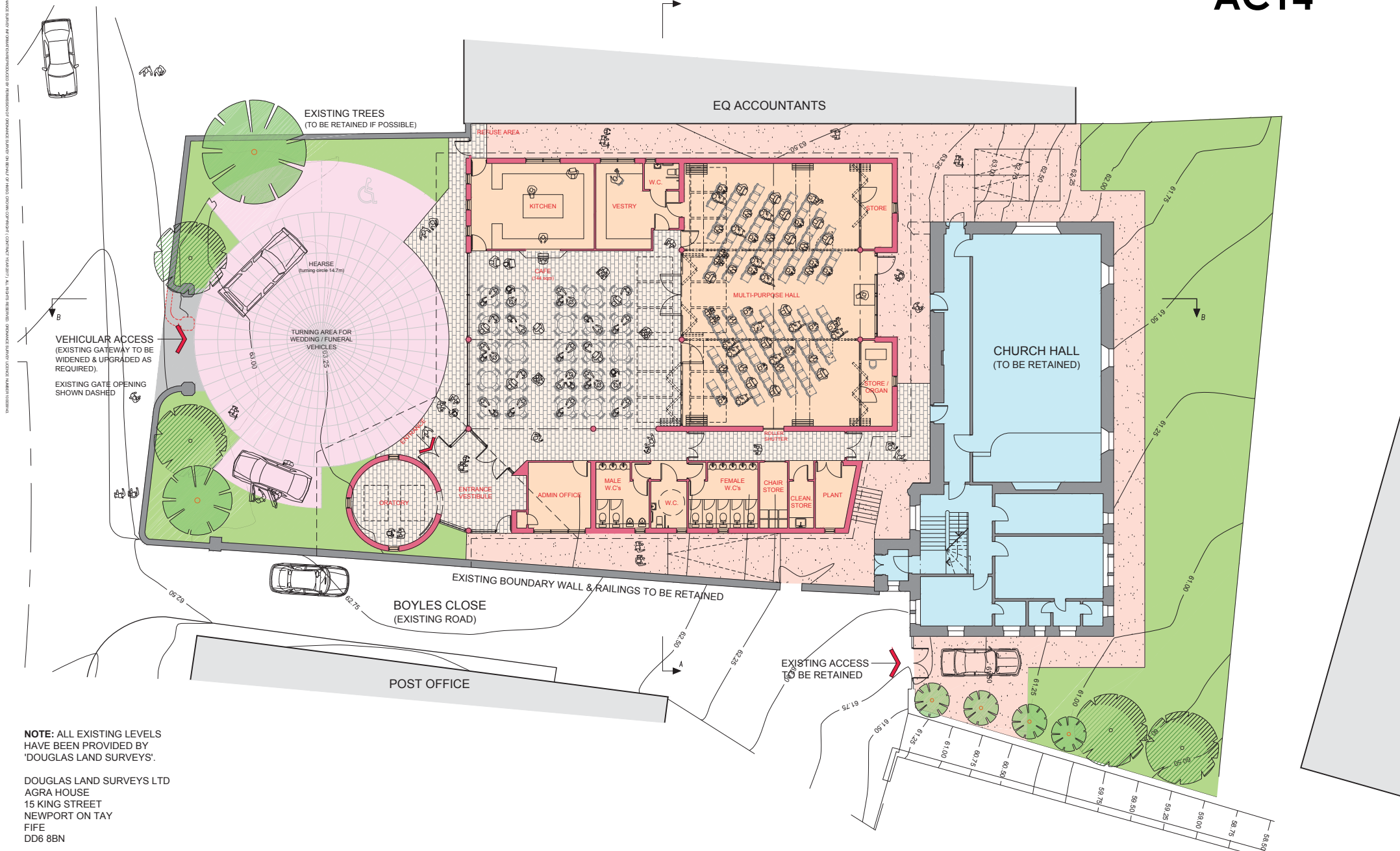
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## **APPENDIX E**

JFSA JOB NO. 3984 – YEAR 2015



Proposed Ground Floor Plan

PLANNING  
1:100 @ A1

Drawing No. 3984-SD-B-301





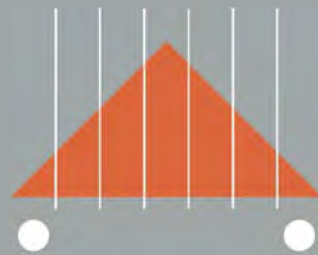


Proposed 3D Image 03

PLANNING  
NTS @ A3

Drawing No. 3984-SD-B-602





James F Stephen Architects

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Architecture - Interior Design - Conservation - Adjudication



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**INITIAL BAT SURVEY REPORT**

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**ST MARGARET'S PARISH CHURCH, FORFAR**

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**PREPARED FOR JAMES F STEPHEN ARCHITECTS**

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**ISSUED: 9<sup>TH</sup> MAY 2017**

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## **1 INTRODUCTION**

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### **1.1 SCOPE**

The following report outlines the results of a bat survey undertaken at St Margaret's Parish Church in Forfar, Angus. Survey was commissioned by David Stephen at James Stephen Architects on behalf of the Parish Church, following a request from Angus Council planning department.

### **1.2 PROPOSALS**

Plans are to demolish the existing church building and build a new fit for purpose community church with disabled access. The adjoining church hall to the rear and north of the main church will not be demolished and will be subject to internal renovation works only.

### **1.3 BUILDING LOCATION AND DESCRIPTION**

St Margaret's Parish Church is located in the centre of Forfar, at National grid reference: NO 45436 50558. The church is a very large building with a high slate roof. It is a complicated roof structure, comprising one large steep main pitch which has dormer window pitches along the length of the east and west elevations. There is also a small flat roof section in the south-eastern corner. The church hall building adjoins the main church to the north and rear.

### **1.4 SPECIES PROTECTION STATUS**

All bat species in the UK are European Protected Species (EPS) and are fully protected under the EC Habitats and Species Directive 92/43/EEC. The Conservation (Natural Habitats,&c.) Regulations 1994 translates this law into European legislation in the UK. These regulations have been amended in Scotland by The Conservation (Natural Habitats, &c.) Amendment (Scotland) Regulations 2004 and 2007 and the Conservation (Natural Habitats, &c.) Amendment (No. 2) (Scotland) Regulations 2008. A summary of the legislation afforded to bats can be found in Appendix II.

## 2 SURVEY METHODS

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Bat survey was carried out in accordance with methods outlined in current best practice guidance from the Bat Conservation Trust (Collins, 2016).

### 2.1 DESK STUDY

A desk study was carried out for records of bat species on the site and within the immediate surrounding area within a minimum radius of 5km. The National Biodiversity Network website, an online database housing biological records from a variety of conservation and academic organisations, was consulted for this information.

### 2.2 PRELIMINARY DAYTIME ROOST ASSESSMENT

The daytime roost assessment was undertaken on 23<sup>rd</sup> January 2017. The aim of this survey was to assess the building for its potential to support roosting bats and to search for any signs of use. The survey included a thorough inspection of the church building, including accessing the internal attic space above the main church hall as well as an inspection of the external walls and roof areas where access was possible. Binoculars, a torch and a camera endoscope were used where necessary. The roof space was accessed via a hatch from the tower out onto the roof itself.

Potential for hibernating bats was also considered during the daytime assessment.

### 2.3 DUSK BAT ACTIVITY SURVEY

Following the daytime assessment, an additional dusk activity survey was undertaken on 6<sup>th</sup> May 2017. One activity survey was considered to be sufficient in providing confidence in a negative result given the low level of bat roosting potential identified during the daytime assessment. The survey was carried out in suitable weather conditions with temperatures above 10°C and within the optimum active period for bats, which runs from May to September. The dusk survey commenced approximately 20 minutes before sunset and continued for approximately 90 minutes after sunset in order to cover the emergence time of all species. The survey was undertaken using *AnaBat SD2* bat detectors, which record bat sounds to memory card for later analysis and species identification using *Analook* software.

Two surveyors watched the building in order to provide full coverage of the relevant aspects of the church, as shown in Figure 2 in Appendix II.

### 2.4 PERSONNEL

Survey was undertaken by Jenny Wallace. She is an experienced ecologist, full member of the Chartered Institute of Ecology and Environmental Management (MCIEEM) and has held an SNH bat roost visitor licence since January 2012 (Licence No: 17426). Jenny was assisted during the dusk activity survey by Jean Oudney who is also an SNH licensed bat surveyor (Licence No: 87621) and experienced ecologist.



### 3 RESULTS

#### 3.1 DESK STUDY

The building is located within grid square NO45 but also borders grid square NO44 and NO45. Therefore, all these 10km grid squares were searched for records of bats, covering a minimum radius of 5km from the site. No previous bat records exist for the site itself. However, results show that pipistrelle bat species *Pipistrellus sp.*, Daubenton's bat *Myotis daubentonii* and brown long eared bat *Plecotus auritus* have all been recorded within 5km of the site and could be roosting or foraging in the nearby surrounding area.

Table 1: NBN Gateway Desk Study Results - Bats

Species	Grid Square	Dataset	Notes
Pipistrelle sp. <i>Pipistrellus sp.</i>	NO45, NO44, NO55	Bat Casework Records for Scotland from 1970 – 2007, provided by SNH.	Multiple records within 5km. The closest being on the west side of Forfar, within 1km.
Daubenton's bat <i>Myotis daubentonii</i>	NO44	Bat Conservation Trust Waterways Survey Dataset.	Two records within grid square NT16, for Juniper green, approximately 3km south east of the site.
Brown long eared bat <i>Plecotus auritus</i>	NO45, NO44	Bat Casework Records for Scotland from 1970 – 2007, provided by SNH.	Three records (2000 and 2001) for Mossie near Kirriemuir, approximately 5km to the north west of the site. No details of record provided. An additional record for 10km grid square NO44 from 1996, no specific details of location or record type given.

#### 3.2 PRELIMINARY DAYTIME ROOST SURVEY

**No evidence of roosting bats was found during the daytime survey and the building was assessed as having only low bat roosting potential.**

There were no bat droppings or any other evidence of roosting bats visible in attic space and no hibernating bats were found. In addition, despite being an old building with a slate roof, which would typically suggest good bat roosting potential, the daytime assessment of the church highlighted that actually only a low level of bat roosting potential exists. This is due to a lack of opportunities for bats to gain access into the internal attic space and the absence of any other suitable roosting spaces in the building. For example, the attic space is very high and the ridge beam and external slates are very well sealed. The slates are particularly tight fitting other on the steep roof pitch and no loose slates were observed under which bats may be able to find suitable roosting crevices. The north and south ends of the roof meet with stone coping at the gables, which limits any possible access for bats on these elevations and the adjoining dormer window pitches on the east and west elevations (see Photo 3 in Appendix 1) also limit access as there are no gaps under the guttering or fascia.

In addition, all windows are well sealed with no gaps present and no crevices or cracks in the masonry of the church building were highlighted during the survey. However, that said, there is some limited potential for bats to

be roosting between the odd raised slate and at small gaps under flashing on the dormer window pitches, as well as one section on the west elevation, which has a wall head that could allow access into the coomb space.

The building was assessed as having hibernation potential within the attic space which is relatively undisturbed and unheated. However, a hibernation survey was undertaken as part of the daytime assessment and no hibernating bats were found.

### 3.3 DUSK BAT ACTIVITY SURVEY

Results from the dusk survey are detailed in Tables 2 and 3 below and are summarised in the following paragraph. Surveyor locations are detailed on Figure 1 in Appendix II.

During the dusk survey on 06.05.17 **no bats were recorded emerging from either the church or adjoining church hall buildings**<sup>1</sup>. In addition, only very low levels of bat activity were recorded on the site during the survey. Bat activity was limited to occasional foraging bat passes from individual soprano pipistrelle and common pipistrelle bats using the alley between the east elevation of the church and adjacent building. No bat passes were recorded by the surveyor on the west side of the church. Only pipistrelle bat species were recorded and only one individual bat was seen at any one time.

Table 2: Results of Dusk Survey 06.05.17– Surveyor Location 1

Time	Species	Description
21.38	Soprano pipistrelle	First bat seen flying north through alleyway between church and adjacent building. Did not emerge from building. Occasional passes followed every 5-10 minutes.
21.44	Common pipistrelle	Single bat passing surveyor location occasionally flying up and down alleyway.
21.52 - end	Soprano pipistrelle, common pipistrelle	Additional foraging passes by single bats throughout remainder of survey.
<u>Summary:</u> No bats emerged from the church or church hall building in view. Low levels of foraging activity in the vicinity by common pipistrelle and soprano pipistrelle bats.		

Table 3: Results of Dusk Survey 06.05.17 – Surveyor Location 2

Time	Species	Description
<u>Summary:</u> No bats emerged from the church or section of the church hall in view. No bats passed in front of the surveyor during the survey. Occasional, faint passes heard to the north of the church in small garden area but not seen.		

<sup>1</sup> The church hall building is not part of the planning application and wasn't included as part of the survey. However, some sections were in view and no bats were seen to emerge from those visible aspects.



## 4 SUMMARY AND ASSESSMENT OF IMPACTS

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No bat roost sites were identified in the church during the daytime and dusk activity surveys and on the whole it was considered to have only low bat roosting potential. Therefore, **no direct impacts on roosting bats are predicted through demolition of the church.** As long as standard mitigation recommendations outlined in section 6 are followed during the construction phase, no impacts are predicted to bats and there is no requirement to obtain a bat licence from Scottish Natural Heritage (SNH) to undertake the works.

## 5 RECOMMENDATIONS

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In order to ensure there is no disturbance to any potential bat roost sites not identified by the surveys, the following mitigation recommendations are made:

- **Should any bats (or signs of bat droppings etc.) be identified as works are taking place then works will need to stop immediately. SNH should then be contacted to assess the situation and provide advice on how best to proceed.**
- Bats are highly mobile and will move between different roost sites throughout the year and between different years depending on external influences. Consideration should therefore be given to carrying out an update survey on the church if it has not been removed within 18 months of this survey.

## 6 REFERENCES

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Collins, J. (ed.) (2016) **Bat Survey for Professional Ecologists: Good Practice Guidelines (3<sup>rd</sup> Edn.)** Bat Conservation Trust, London ISBN-13: 978-1-872745-96-1



## APPENDIX I – PHOTOS

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**Photo 1: West elevation**



**Photo 2: East elevation**



**Photo 3: High roof structure (looking north) showing window dormers**





Photo 4: Coping at southern gable blocking access



Photo 5: Roof showing flush slates and well sealed ridge

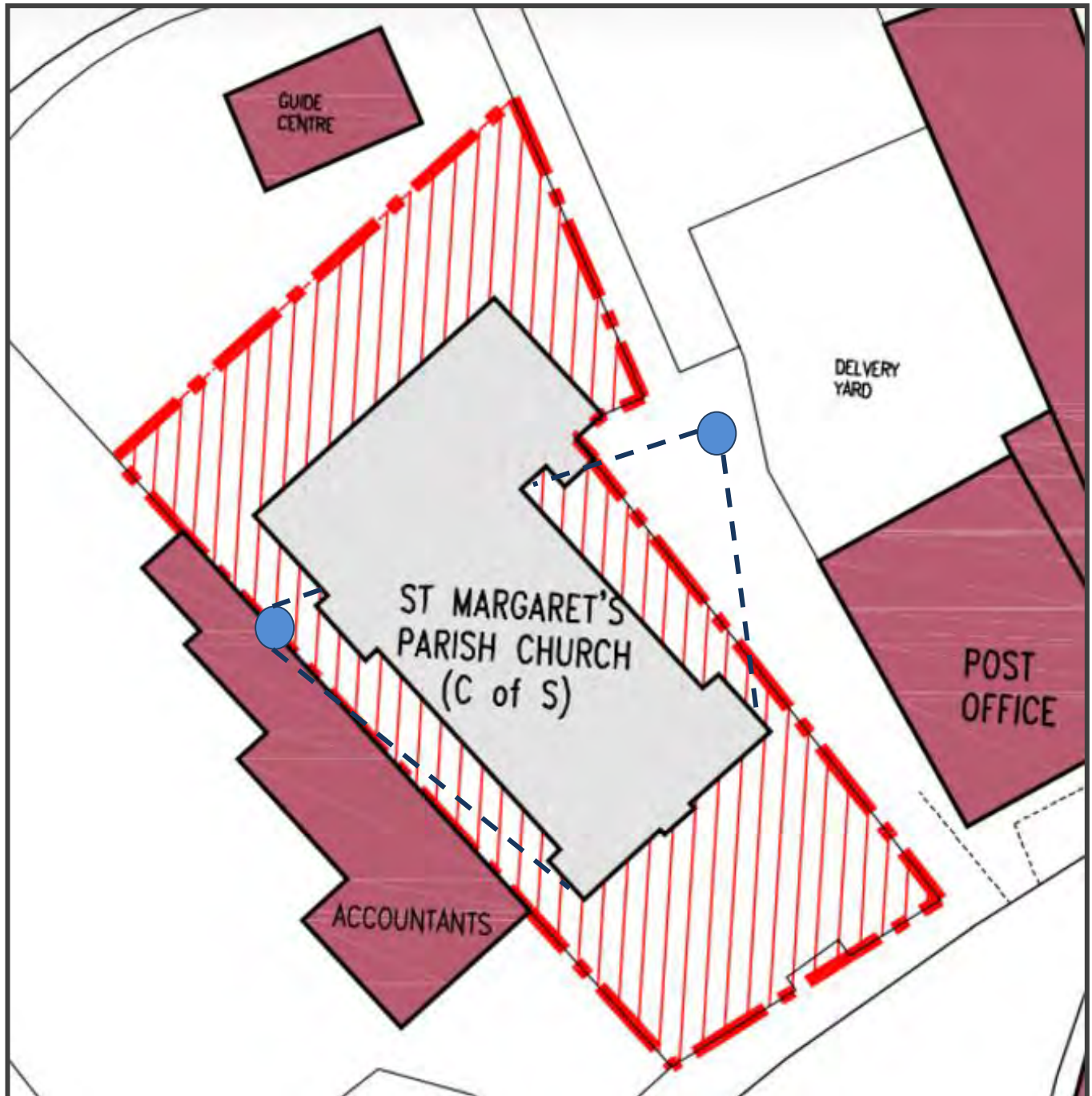


Photos 6 and 7: Small roof space above church





## APPENDIX II – FIGURE 1: SURVEYOR LOCATIONS

**Key**

= Surveyor locations



= Surveyor view shed

\*\* The front of the church (south facing aspect) is not suitable for roosting bats so it was not considered necessary to cover it as part of the activity survey

## APPENDIX III - SPECIES PROTECTION STATUS

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All bat species in the UK are European Protected Species (EPS) and are fully protected under the EC Habitats and Species Directive 92/43/EEC. The Conservation (Natural Habitats, &c.) Regulations 1994 translates this law into European legislation in the UK. These regulations have been amended in Scotland by The Conservation (Natural Habitats, &c.) Amendment (Scotland) Regulations 2004 and 2007 and the Conservation (Natural Habitats, &c.) Amendment (No. 2) (Scotland) Regulations 2008.

These Regulations make it an offence to deliberately or recklessly:

- capture, injure or kill an EPS
- harass an EPS or group of EPS
- to disturb such an EPS while it is occupying a structure or place it uses for shelter or protection
- to disturb an EPS while it is rearing or otherwise caring for its young
- to obstruct access to a breeding site or resting place of an EPS or to otherwise deny an EPS use of a breeding site or resting place
- to disturb an EPS in a manner that is, or in circumstances which are, likely to significantly affect the local distribution or abundance of the species to which it belongs
- to disturb an EPS in a manner that is, or in circumstances which are, likely to impair its ability to survive, breed or reproduce, or rear or otherwise care for its young
- to disturb such an animal while it is migrating or hibernating

It is also an offence to:

- damage or destroy a breeding site or resting place of such an animal
- keep, transport, sell or exchange or offer for sale or exchange any wild animal or plant EPS or any part or derivative of one.

Derogation licences may be granted for certain purposes that would otherwise be illegal; such licences for development work must now be applied for from Scottish Natural Heritage. There is no provision for development licences as such, however; under Regulation 44 (2e) of the Conservation (Natural Habitats, &c.) Regulations 1994 licences may be granted for:

- Preserving public health or public safety or other imperative reasons of overriding public interest including those of a social or economic nature and beneficial consequences of primary importance for the environment.

However a licence will not be granted unless, importantly under 44 (3), the appropriate licensing authority is satisfied:

- That there is no satisfactory alternative
- That the action authorised will not be detrimental to the maintenance of the population of the species concerned at a favourable conservation status in their natural range.





File No:			
9 FEB 2017			
To	Action	To	Action
MS			
MS			
MS			
MS			

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Christopher Hunter, MA (Hons) MRICS  
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Paul J Duncan, BSc (Hons) MRICS  
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#### Associates

Malcolm Donald MRICS  
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Murray Smith MRICS  
James McIntyre, BSc MRICS  
Alan Edgar BSc MRICS  
David J Tait FRICS

Our Ref :- MS/JC

Your Ref :-

07 February 2017

Dear Sirs

### Proposed Possible Redevelopment of St Margarets Church, West High Street, Forfar.

Further to your recent email requesting an overview and our opinion as to the marketability of the above Church premises but exclusive of the adjoining hall complex. We have now considered the situation and would comment as follows.

The property is a substantial detached Church building located on the periphery of Forfar town centre and we believe also on the periphery of the town centre Conservation Area. We also believe that the property is not listed at the present time and this would to a degree assist in obtaining relevant Permission for an alternative use and thereafter implementing some form of redevelopment programme.

A small number of Church properties and Church Hall properties within Angus have been exposed to the market within the relatively recent past and although a number have sold and been redeveloped these have tended to be fairly modest in overall scale and certainly smaller than St Margarets.

Larger Church properties have tended to be far more difficult to sell within the market due principally to the prohibitive costs of any redevelopment and indeed ongoing maintenance costs in the longer term.

The most likely alternative use for the building would be some form of residential flatted development although as stated above due to the nature of the building this could be a relatively expensive undertaking and bearing in mind the fact that the prices obtained within the market for flatted dwelling houses in Forfar have dropped substantially following on from the Banking Crisis of 2008/2009 there is every likelihood that once a full development appraisal is undertaken that the project may be deemed to be non viable.

However until such time as a more detailed proposal for redevelopment along with relevant costings are undertaken it is difficult to arrive at a residual valuation figure in this instance.

#### OFFICES AT:

ABERDEEN 01224 202800  
AYR 01292 267987  
DUNDEE 01382 200454  
DUNFERMLINE 01383 722337  
EAST KILBRIDE 01355 248535

EDINBURGH 0131 225 1234  
ELGIN 01343 553939  
FALKIRK 01324 635999  
FRASERBURGH 01346 517456  
GLASGOW 0141 353 2080  
GREENOCK 01475 730717

COMMERCIAL PROPERTY MANAGEMENT 01382 200454



ENGLAND VALUERS SURVEY CENTRE 0159517520  
REGULATED BY RICS

HAMILTON 01698 597548  
INVERNESS 01463 712239  
KILMARNOCK 01563 520518  
KIRKCALDY 01592 205442  
LIVINGSTON 01506 416777  
MONTROSE 01674 676768  
MOTHERWELL 01698 252229

MUSSELBURGH 0131 653 3456  
PAISLEY 0141 859 8334  
PERTH 01738 636188  
PETERHEAD 01779 470766  
ST ANDREWS 01334 477723  
SALFORDS 01294 464228  
STIRLING 01786 450438





Other alternative uses which could be incorporated within the property would be some form of retail/show room facility, or some form of nursery/playroom facility. Church type premises have been converted to these particular uses in the past but bearing in mind the reduction in demand for retail premises in particular within the smaller County Towns it is difficult to envisage any form of active demand for this particular use at the present time.

We would therefore in conclusion consider that there is unlikely to be a strong demand in any particular sector for the building at the present time but really the market would require to be tested by an effective marketing programme in order to ascertain whether any demand could be attracted for one of the above uses.

Bearing in mind the above it is difficult to place any form of valuation figure on the building although taking into account sales of similar type buildings within the past a price in the region of say **ONE HUNDRED THOUSAND POUNDS (£100,000)** may be achievable.

We would however emphasize that the above figure is on the assumption that relevant change of use could be obtained and that no relatively onerous conditions would be attached to any change of use in this instance. It would also to a great degree be dependent on access to appropriate and affordable finance facilities.

Finally, in accordance with our regular practice we must advise you that the contents of this report are for the party to whom it is addressed and no liability to any other party will be accepted for the whole or any part of the contents.

We trust that the foregoing is of some assistance but should you wish any further information in this case please do not hesitate to contact us.

Yours

J & E S  
Chartered







weathered and open jointed. The corbel stone to the base of this cope line has suffered a notable rotation movement displacing the cope above and opening a crack behind the corbel.

In conclusion, although not a plaster expert, it appears that the plasterwork is close to the end of its useful life and major repair replacement works should be anticipated. Stonework is showing widespread but not severe weathering requiring an extensive scheme of cleaning off loose material, deep raking and repointing open or friable mortar joints. The north gable appears to be suffering slight movement due to lack of restraint. Maintaining this in good order, repointing as necessary will help to prolong its life. Copes to this gable should be reset where displaced and repointed generally. The cracking around the corbel to the west side of the gable should be pointed and monitored to check for further movement. The cracking to the west arch entrance to the high gallery should be monitored as a minimum requirement but preferably stonework should be exposed and cracking pointed. Rainwater goods require some maintenance. A timber preservation specialist's report is recommended with particular attention suggested for roof valley timbers, timber safe lintels (if present) and timbers in contact with external stonework including sleeper walls.

Finally, I would point out that no inspection was made of parts of the structure which were covered unexposed or inaccessible and I am, therefore, unable to report that any such parts are free from defect. No inspection was made for timber rot or infestation this being outwith my field of expertise.

I trust this meets with your requirements but if you have any queries or require any clarification, please do not hesitate to contact me.

Yours faithfully



Sandy Burnett BEng, CEng, MStructE  
for B-CE Ltd





**Planning Policy Statement**

**Proposed Demolition of Existing Church and Erection  
of New Church and Community Facility at**

**St Margaret's Church  
West High Street  
Forfar,**

**For The Kirk Session of St Margaret's Church**

**April 2017**

## **1. Introduction**

- 1.1 This supporting planning statement should be read in conjunction with the planning application submitted by James F Stephen Architects on behalf of The Kirk Session of St Margaret's Church for the demolition of the existing church and the erection of modern fit for purpose and contemporary landmark building at West High Street, Forfar.
- 1.2 The existing church building is not a listed building but does lie on the western fringe of the Forfar Conservation Area boundary.
- 1.3 The planning application requires to be considered under the terms of development plan policy (with the key policy considerations being those from the Angus Local Development Plan as listed in paragraph 2.2 below) but also Scottish Planning Policy and related Planning Advice Notes and also Historic Environment Scotland Policy Statement June 2016.



## 2. Development Plan Policy

2.1 Section 25 of the Town & Country Planning (Scotland) Act 1997 requires proposals to be determined in accordance with the provisions of the development plan unless material considerations indicate otherwise.

2.2 In this case the relevant development plan consists of the Tayplan Strategic Development Plan 2012 and the Angus Local Development Plan adopted in September 2016 with the key policies as follows;

### **TAYplan Strategic Development Plan:**

Policy 3: Managing TAYplans Assets

### **Angus Local Development Plan (ALDP):**

DS1: Development Boundaries and Priorities;

DS2: Accessible Development;

DS3: Design Quality and Placemaking;

DS4: Amenity;

TC8: Community Facilities and Services;

TC17: Network of Centres;

PV5: Protected Species;

PV8: Built and Cultural Heritage;

PV11: Energy Efficiency – Low and Zero Carbon Buildings;

PV15: Drainage Infrastructure;

PV18: Waste Management in New Development;

2.3 For this proposal the key policy consideration will be Policy PV8: Built and Cultural Heritage which states that *'Angus Council will work with partner agencies and developers to protect and enhance areas designated for their built and cultural heritage value. Development proposals which are likely to affect protected sites, their setting or the integrity of their designation will be assessed within the context of the appropriate regulatory regime.'*

2.4 Under the heading of Regional and Local Sites Policy PV8 states *'development proposals which affect local historic environment sites as identified by Angus Council (such as Conservation Areas sites of archaeological interest) will only be permitted where;*

- *Supporting information commensurate with the site's status demonstrates that the integrity of the historic environment value of the site will not be compromised; or*
- *The economic and social benefits significantly outweigh the historic environment value of the site.'*

2.5 Other policies that require to be considered as part of this planning application are DS1 Development Boundaries and Priorities; DS2 Accessible Development; DS3 Design Quality and Placemaking and DS4 Amenity.

- 2.6 Policy DS1 supports the delivery of the development strategy for new development to take place with existing development boundaries. The relevant criteria being *'Proposals on sites not allocated or otherwise identified for development, but within development boundaries will be supported where they are of an appropriate scale and nature and are in accordance with relevant policies of the ALDP.'* Policy DS1 adds that *'In all locations, proposals that re-use or make better use of vacant, derelict or under-used brownfield land or buildings will be supported where they are in accordance with relevant policies of the ALDP.'*
- 2.7 Policy DS2 Accessible Development requires development proposals to demonstrate that according to their scale, type and location that they are accessible and that sufficient capacity on the transport infrastructure is or can be made available for the intended development.
- 2.8 Policy DS3 Design Quality and Placemaking Development highlights that proposals should deliver a high design standard and draw upon those aspects of landscape or townscape that contribute positively to the character and sense of place of the area in which they are to be located. Development proposals should create buildings and places which are distinctive in character and identity, safe and pleasant, well connected, adaptable and resource efficient.
- 2.9 Policy DS4 Amenity also requires all proposed development to have full regard to opportunities for maintaining and improving environmental quality. Development will not be permitted where there is an unacceptable adverse impact on the surrounding area or the environment or amenity of existing or future occupiers of adjoining or nearby properties. Angus Council will consider the impacts of development on:
  - Air quality;
  - Noise and vibration levels and times when such disturbances are likely to occur;
  - Levels of light pollution;
  - Levels of odours, fumes and dust;
  - Suitable provision for refuse collection / storage and recycling;
  - The effect and timing of traffic movement to, from and within the site, car parking and impacts on highway safety; and
  - Residential amenity in relation to overlooking and loss of privacy, outlook, sunlight, daylight and overshadowing.
- 2.10 Policy TC8 relates to Community Facilities and Services where  
  
Proposals resulting in the loss of existing public community facilities will only be supported where it can be demonstrated that:



- the proposal would result in the provision of alternative facilities of equivalent community benefit and accessibility; or
- the loss of the facility would not have an adverse impact on the community; or
- the existing use is surplus to requirements or no longer viable; and
- no suitable alternative community uses can be found for the buildings and land in question.

It adds that *'New community facilities should be accessible and of an appropriate scale and nature for the location. In the towns of Angus, and where appropriate to the type of facility, a town centre first approach should be applied to identifying a suitable location.'*

- 2.11 As a recognised community facility Policy TC17 Network of Centres would also be applicable to this proposal where *'a town centre first policy is applied to uses including retail, commercial leisure, offices, community and cultural facilities that attract significant numbers of people. Support will be given to development proposals in town centres which are in keeping with the townscape and pattern of development and which conform with the character, scale and function of the town centres.'*
- 2.12 As the proposals involve demolition of an existing building Policy PV5 Protected species applies which seeks *'to protect and enhance all wildlife including its habitats, important roost or nesting places. Development proposals which are likely to affect protected species will be assessed to ensure compatibility with the appropriate regulatory regime.'* In this case the need for a bat survey has been identified and prepared in support of the application.
- 2.13 Other policy considerations include PV11 – Energy Efficiency – Low and Zero Carbon Buildings, PV15 Drainage Infrastructure and PV18 Waste Management in new Development.

### 3 Material Considerations

3.1 In addition to the development plan policy referred to in section 2, the other material policy considerations which require to be considered as part of the assessment of this planning application are as follows;

- Scottish Planning Policy – June 2014
- Planning Advice Note 71 – Conservation Area Management
- Historic Environment Scotland Policy Statement June 2016
- Historic Environment Scotland Advice Note on Demolition
- Angus Council – Forfar Conservation Area Analysis & Design Guide (2011)

#### **Scottish Planning Policy**

3.2 SPP is an important material consideration as its publication postdates the approved Strategic Development Plan and it also helped to inform and guide the policy approach contained within the adopted Local Development plan.

3.3 SPP highlights that *'Planning should take a positive approach to enabling high-quality development and making efficient use of land to deliver long-term benefits for the public while protecting and enhancing natural and cultural resources.'* (para 2). *Supporting sustainable economic growth and regeneration, and the creation of well-designed, sustainable places is also a key aim of the Planning System in Scotland.'*

3.4 In terms of 'Valuing the Historic Environment' SPP notes that *'Planning has an important role to play in maintaining and enhancing the distinctive and high-quality, irreplaceable historic places which enrich our lives, contribute to our sense of identity and are an important resource for our tourism and leisure industry. The historic environment is a key cultural and economic asset and a source of inspiration that should be seen as integral to creating successful places. Culture-led regeneration can have a profound impact on the well-being of a community in terms of the physical look and feel of a place and can also attract visitors, which in turn can bolster the local economy and sense of pride or ownership.'* (paras 135-136).

3.5 The key policy principles are therefore;

- promote the care and protection of the designated and non-designated historic environment (including individual assets, related settings and the wider cultural landscape) and its contribution to sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning; and
- enable positive change in the historic environment which is informed by a clear understanding of the importance of the heritage assets affected and



ensure their future use. Change should be sensitively managed to avoid or minimise adverse impacts on the fabric and setting of the asset, and ensure that its special characteristics are protected, conserved or enhanced.

- 3.6 The specific guidance on Conservation Area states that;

*'Proposals for development within conservation areas and proposals outwith which will impact on its appearance, character or setting, should preserve or enhance the character and appearance of the conservation area. Proposals that do not harm the character or appearance of the conservation area should be treated as preserving its character or appearance. Where the demolition of an unlisted building is proposed through Conservation Area Consent, consideration should be given to the contribution the building makes to the character and appearance of the conservation area. Where a building makes a positive contribution the presumption should be to retain it.'*

### **Planning Advice Note 71 – Conservation Area Management**

- 3.7 PAN 71 was published in 2004 and followed on from 'Designing Places' (published in 2001) which set out the Scottish Government's expectations of the planning system to deliver high standards of design and quality.
- 3.8 Under the heading of 'managing change' the PAN notes that *'When effectively managed, conservation areas can anchor thriving communities, sustain cultural heritage, generate wealth and prosperity and add to quality of life. To realise this potential many of them need to continue to adapt and develop in response to the modern-day needs and aspirations of living and working communities. This means accommodating physical, social and economic change for the better. Physical change in conservation areas does not necessarily need to replicate its surroundings. The challenge is to ensure that all new development respects, enhances and has a positive impact on the area. Physical and land use change in conservation areas should always be founded on a detailed understanding of the historic and urban design context.'*

### **Historic Environment Scotland Policy Statement June 2016**

- 3.9 Conservation areas are defined as areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance.
- 3.10 Guidance on Conservation Area Consent notes that *'The demolition of even a single building and the construction of a new building or buildings in its place could result in harm to the character or appearance of a conservation area, or part of it. In deciding whether conservation area consent should be granted, planning authorities should therefore take account of the importance of the building to the character or appearance of any part of the conservation area, and of proposals for the future of the cleared site. If the building is considered to be of any value, either in itself or as part of a group, a positive attempt*

*should always be made by the planning authority to achieve its retention, restoration and sympathetic conversion to some other compatible use before proposals to demolish are seriously investigated.'* (para 3.56).

- 3.11 In some cases, demolition may be thought appropriate, for example, if the building is of little townscape value, if its structural condition rules out its retention at reasonable cost, or if its form or location makes its re-use extremely difficult. 'Decision makers are required to have regard to the desirability of preserving or enhancing the appearance of the conservation area in exercising their responsibilities under the planning legislation, and this statutory duty should always be borne in mind when considering demolition applications (Scottish Planning Policy, paragraph 143) (para 3.58).

### **Historic Environment Scotland Managing Change in the Historic Environment : Guidance Note on Demolition (October 2010)**

- 3.12 It is noted that the guidance note relates to listed buildings, however the HES advice note also confirms that Conservation Area Consent applications for demolition of unlisted buildings in conservation areas will **normally** be considered in the same way as those for demolition of listed buildings (para 6.2).
- 3.13 Proposals for demolition in a conservation area should be considered in conjunction with a full planning application for a replacement development. The key principle in such cases is that the character and appearance of the area should be preserved or enhanced. This allows consideration to be given to the potential contribution that the replacement building may make to the area's character and appearance.

Section 5 sets out what information is needed and in line with national policy, applications for demolition will be assessed against the following tests:

- importance of the building
- condition of the building
- economic viability of reusing the building
- wider public benefits

(to obtain consent for demolition, applications will need to meet at least one of the above tests.)

- 3.14 In terms of economic viability consent may also be granted for the demolition of a building that is capable of repair but where the costs of doing so mean that its repair would not be viable. Where this is the principal justification for the demolition of a building, full supporting evidence is required comprising:
- a valuation of the existing building and site;
  - a full survey identifying the repairs required;
  - development costs including a costed schedule of repairs;



- an estimate of the value of the repaired property, including potential yields.
- 3.15 Where this assessment indicates a deficit, it will normally be a requirement to show that grant aid is not able to meet the shortfall and where a building is capable of repair it will always be important to show that the property has been marketed for a reasonable period, to a restoring purchaser at a price reflecting its condition.
- 3.16 The Guidance Note recognises that conventional marketing is difficult when dealing with buildings or structures of cultural value but only limited scope for reuse such as bridges, doocots or fountains. In such cases feasibility studies, can be useful in assessing the options for repair and sources of finance: a local Building Preservation Trust, City Heritage Trust or conservation architect may be able to assist in this. It is unlikely that consent for demolition of an uninhabitable structure would be granted purely on the basis of a deficit in economic viability – the interest of the structure, its condition, the available funding, and marketing.

### **Angus Council – Forfar Conservation Area Analysis & Design Guide (2011)**

- 3.17 As noted earlier the existing church building is not listed but does lie within the Conservation Area boundary. Within the above document the only reference to the church is a photograph that is included on the final page within Appendix 4 which identifies it as a 'local landmark building' along with 5 other buildings. St Margaret's Church is the only identified local landmark building that is not a listed building.
- 3.18 There are no other references or any other text within the Conservation Guide that relate specifically to the church.

## 4 Assessment of Proposals

- 4.1 This planning application seeks consent to demolish the existing unlisted church building and to erect a new church with community facilities that are fit for purpose and meet modern requirements and will provide future generations with a lasting legacy.
- 4.2 The proposals have been the subject of extensive and various pre-application correspondence, discussions and meetings with Angus Council officials and also initially involved input from Historic Environment Scotland (HES). At a meeting held in the church on 29<sup>th</sup> April 2016, Ian Thomson from HES confirmed that there would be no need for HES to be directly involved in the determination of this application and that it would therefore be a matter solely for Angus Council to consider.
- 4.3 As well as the 'other materials policy considerations' that are set out in chapter 3 above, the following supporting evidence and reports accompany this planning application are also considered to be relevant material considerations in support of the application;
- Previous history and project backstory (1983 – 2016)
  - Market Research & Financial Feasibility Study (March 2015)
  - Design Statement
  - Independent valuation and marketability of the current property
  - Structural Survey/Appraisal (Burnett Consulting Engineers)
  - Quinquennial Reports on urgent, essential and desirable costs
  - Have Your Say! Consultation event undertaken by church (Spring 2016)
  - Bat Survey (Jenny Wallace Ecology)

### Importance and Condition of the Building

- 4.4 The building was erected in the 1880's and the St Margaret's congregation came into being in May 1977 as a result of the union of the former West Church and the former St James's Church.
- 4.5 The background history and 'back story' of options that have been considered for the site are extensive, stretching back many years and have been set out in detail in the supporting documents including the various costs for repair, refurbishment and replacement (at their respective dates).
- 4.6 As can be seen from the supporting documents setting out the history to maintaining the existing building and also the options for refurbishing and ultimately its replacement, these issues have been ongoing for the past 35 years



or so with architects first appointed in 1996 to consider the options for replacement.

- 4.7 A total of 5 main schemes have been developed since 2001 and discounted for various reasons which has culminated in the current preferred design solution being brought forward.
- 4.8 The architect's design statement also highlights that the *'Presbytery has been aware for some time of the need for the refurbishment of the St Margaret's Church and halls and that property survey's undertaken prior to 2012 had identified a number of problems including dry and wet rot and that the Kirk Session is of the view that rather than spend several hundred thousand pounds on the present building, it would be better to demolish it and build a new church and halls on site fit for purpose in the 21<sup>st</sup> Century.*
- 4.9 Although not listed the buildings location within the Conservation Area requires any development to be designed and sited so that the integrity of the Conservation Area is not compromised as set out in the relevant planning policy considerations above.
- 4.10 The key development planning policy consideration (Policy PV8) requires supporting information to demonstrate that the integrity of the Conservation Area will not be compromised **OR** the economic and social benefits significantly outweigh the historic environment value of the site.
- 4.11 The Design Statement notes that there is very much an eclectic mix of building styles within the Conservation Area and this diversity has allowed modern intervention and buildings to be developed and contemporary styles of Architecture to be constructed, welcomed and embraced, if designed in a sensitive and respectful manner. Given the site and location, sympathy to the surrounding context was of vital importance during the design development as well as detailed consideration to the character and natural features of the site. Throughout the design development JFS Architects has attempted to take cognisance of the following important factors:
  - Ensure proposal is in character with the development density of the Conservation Area;
  - Sympathetic understanding of surrounding context in particular Listed Buildings;
  - Limited/respectful building materials to compliment surrounding area.
- 4.12 The architects believe that they have designed appropriately and in character with the Conservation Area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings. The new building is of a high design standard and distinctive in character and identity, safe and pleasant, well connected, adaptable and resource efficient.

- 4.13 Within the council's Conservation Area Appraisal, it is noted in a photograph that the existing church building is viewed as a landmark building. However, there is no further explanation within the Appraisal document of the importance of this unlisted building. Notwithstanding this there is nothing to suggest that in light of the above considerations that have been taken into account by the architects, that the proposed new church and community facilities building could not also be viewed as a future distinctive landmark building that the congregation and the wider community would be extremely proud of in Forfar. The integrity of the Conservation Area would not be compromised or diminished in any way. Indeed, this is what the design guidance contained within the relevant policies requires i.e. something that preserves or enhances the character of the Conservation Area and this proposal provides a real opportunity to introduce a high quality modern building that can become a future focal point within the community.

#### **Economic viability of reusing the existing building**

- 4.14 As the proposal involves demolition of existing buildings a separate structural survey and engineers report has been prepared to highlight the issues that the existing building raises most of which are not uncommon for a building of this style or age including slight movement of the north gable due to lack of restraint. This survey further supports the information that has been provided in previous Quinquennial Reports on the urgent, essential and desirable costs which continue to rise as evidenced in the updated 'current' rates and figures that have been attributed and applied to the last quinquennial report that was carried out in 2011.
- 4.15 The supporting letter from Shepherd's Chartered Surveyors – February 2017 provides an indication of the likely valuation of the existing property. However, this is based on the assumption that the most likely alternative use of the building would be for some form of residential flatted development but for the reasons stated in their report that would be an expensive undertaking that is unlikely to ever be viable. Other issues such as insufficient private amenity space and parking and residential amenity issues from actually being able to viably sub-divide the building would be very difficult to overcome.
- 4.16 Even if an alternative use could be shown to be somehow viable it would still not provide the existing church with a realistic proposal to move forward as they would then be faced with the issue of finding an alternative site, purchasing that alternative land and then developing a new building on the new site. Quite apart from these obvious issues and further uneconomic costs, the congregation want to maintain their presence on the same site as the current building so that it can continue to be a community facility at this recognised and historic location on the edge of the town centre which is also what is fully supported and endorsed by Development Plan Policy.



## Wider Public Benefits

Have Your Say! Consultation event (Spring 2016)

- 4.17 A consultation event was undertaken by the church and the proposed plans were put on display (March-April 2016) for anyone to comment. A comments book was also available for anyone to note down their thoughts and comments as part of this consultation exercise. A total of 70 individual comments were received. The vast majority of the comments were positive with only a handful commenting that they felt that the new building should *'look more like a church or that a church feature should be incorporated at the entrance'*. A summary of the most common themes and comments that were provided are as follows;
- *'This is the future as large congregations are a thing of the past'*
  - *'This is what we need to attract more and young people into the building and see how forward looking and friendly we are in St Margaret's. Let's move forward and soon!'*
  - *'It is the way ahead for the future of St Margaret's and the community. Easily maintained and purpose built for different organisations to be involved. Time cannot stand still and we have to look to the future for the next generations.'*
  - *'Refreshing, vibrant, transparent and the way the Church of Scotland needs to represent itself'*
  - *'A great concept – multipurpose facilities allowing access for all are the way forward'*
  - *'An easily maintained (and heated) building suitable for the 21<sup>st</sup> century'*
- 4.18 The wider economic and social benefits of the proposed new building and the better range of facilities and multi-function spaces that would be available for all in the community to use, has consistently been one of the key drivers behind this proposal. It has been recognised for years that the current building was designed and built in an era (late 19<sup>th</sup> Century) when the world was a completely different place. The church needs to adapt to meet the needs of not only its existing users but also to meet the needs of the future generations. Amongst other things this means as a minimum providing a warm, light, energy efficient and welcoming environment with easily adaptable size of meeting spaces that can readily meet the needs of the groups who wish to use them. It also means attracting different user groups on different days and times throughout the week so that the new improved facilities are a sustainable facility that brings significant wider long term public benefits to both the building but also to the wider town centre of Forfar. The proposed new purpose built facilities would therefore realise these wider public benefits.

## Community Council

- 4.19 At the Royal Burgh of Forfar Community Council meeting that was held on the 16<sup>th</sup> March 2017, Rev. Maggie Hunt and David Stephen (James F. Stephen Architects) provided a presentation and an in-depth background to the history of the building (built 1881) and the current use of the church as a faith congregation but also the extensive community groups and service providers using the premises. They explained that the range of age groups extend from toddlers pre-group to over 80's and shows the great demand in this popular location given the proximity of parking in the Myre car park and central to local bus services. However, the running costs of such a large building and internal space does not provide a fully functional building fit for current and future demands.
- 4.20 Drawings were presented by David Stephen showing a vision for a community multi-purpose building with internal moveable divisions to accommodate occupation either in smaller spaces or opened as one large area to use the building to its full potential.
- 4.21 The Community Council extended thanks to Rev. Maggie and David Stephen for the presentation and agreed the wider community benefits from the extensive services provided in the Church and any new building would be an asset.
- 4.22 Some of the other comments received from the community council members were as follows;
- Very impressed in their proposals;
  - The community aspect is very good;
  - The fact the main room can be used to fit different functions is good;
  - The design is very different from the surrounding neighbouring buildings that could change any historic element of this part of town;
  - Parking may be an issue;
  - The glass frontage, would this be a distraction to any traffic coming down New Road? and
  - It would good to use some original stone in the front part of the building along with using maybe some stain glass to 'promote the continued faith ' of the building, being old and new.

## Other Matters

- 4.23 A Bat Survey (Jenny Wallace Ecology) has been prepared in accordance with the requirements of Policy PV5. No evidence of roosting bats was found and the building was assessed as having only a low level of bat roosting potential. A further dusk bat activity survey is programmed for May 2017.



**5 Conclusions**

- 5.1 This supporting planning statement should be read in conjunction with the planning application submitted by James F Stephen Architects on behalf of The Kirk Session of St Margaret's Church for the demolition of the existing church and the erection of modern fit for purpose and contemporary landmark building at West High Street, Forfar.
- 5.2 The planning application requires to be considered under the terms of development plan policy (with the key policy considerations being those from the Angus Local Development Plan set out in Chapter 2) but also Scottish Planning Policy and related Planning Advice Notes and also Historic Environment Scotland Policy Statement June 2016 as set out in Chapter 3.
- 5.3 The existing church building is not a listed building but does lie on the western fringe of the Forfar Conservation Area boundary. As required by the relevant policies, issues relating to the importance and condition of the existing building and the economic viability of reusing the existing building are acknowledged in Chapter 4 and also addressed within the additional documents and reports that are submitted in support of the planning application.
- 5.4 The proposed new facilities would bring about significant wider public benefits to a range of users and community groups and also be an important future asset and focal point for the wider community in Forfar.
- 5.5 The proposal is for a high-quality design that meets the requirements of Planning Policy with its ongoing contribution to sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning.
- 5.6 In conclusion the planning application can therefore be supported under the terms of the relevant policies set out in the Development Plan as well as being in conformity with SPP, PAN 71, and Historic Environment Scotland Policy and Advice, subject to any conditions that may be considered necessary by the council.

**DEVELOPMENT MANAGEMENT REVIEW COMMITTEE**

**APPLICATION FOR REVIEW**

**DEMOLITION OF EXISTING CHURCH AND ERECTION OF PROPOSED  
NEW BUILD COMMUNITY CHURCH FACILITY AT ST MARGARET'S  
CHURCH, 62 WEST HIGH STREET, FORFAR**

**APPLICATION NO 17/00422/FULL**

**APPLICANT'S SUBMISSION**

- |                |                                                                     |
|----------------|---------------------------------------------------------------------|
| <b>ITEM 1</b>  | Notice of Review                                                    |
| <b>ITEM 2</b>  | Appeal Statement                                                    |
| <b>ITEM 3</b>  | Planning Application and accompanying drawings                      |
| <b>ITEM 4</b>  | Angus Council Decision Notice dated 28 September 2017               |
| <b>ITEM 5</b>  | Angus Council Report of Handling                                    |
| <b>ITEM 6</b>  | Supporting Planning Policy Statement                                |
| <b>ITEM 7</b>  | Previous history and project backstory (1983-2016)                  |
| <b>ITEM 8</b>  | Market Research and Financial Feasibility Study (March 2015)        |
| <b>ITEM 9</b>  | Design Statement (JFS Architects)                                   |
| <b>ITEM 10</b> | Independent Valuation and marketability of the current property     |
| <b>ITEM 11</b> | Structural Survey/Appraisal (Burnett Consulting Engineers)          |
| <b>ITEM 12</b> | Bat Survey (Jenny Wallace Ecology)                                  |
| <b>ITEM 13</b> | Additional Design Statement and Photographic Study (JFS Architects) |
| <b>ITEM 14</b> | Additional Feasibility Report (John Duguid Partnership)             |





Angus House Orchardbank Business Park Forfar DD8 1AN Tel: 01307 473360 Fax: 01307 461 895 Email: [plnprocessing@angus.gov.uk](mailto:plnprocessing@angus.gov.uk)

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100078530-001

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

## Applicant or Agent Details

Are you an applicant or an agent? \* (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

☐ Applicant ☒ Agent

## Agent Details

Please enter Agent details

Company/Organisation:	<input type="text" value="MBM Planning &amp; Development"/>		
Ref. Number:	<input type="text"/>	You must enter a Building Name or Number, or both: *	
First Name: *	<input type="text" value="Mark"/>	Building Name:	<input type="text" value="Algo Business Centre"/>
Last Name: *	<input type="text" value="Myles"/>	Building Number:	<input type="text"/>
Telephone Number: *	<input type="text" value="01738 450506"/>	Address 1 (Street): *	<input type="text" value="Glenearn Road"/>
Extension Number:	<input type="text"/>	Address 2:	<input type="text"/>
Mobile Number:	<input type="text"/>	Town/City: *	<input type="text" value="Perth"/>
Fax Number:	<input type="text"/>	Country: *	<input type="text" value="Scotland"/>
		Postcode: *	<input type="text" value="PH2 0NJ"/>
Email Address: *	<input type="text" value="mm@mbmplanning.co.uk"/>		

Is the applicant an individual or an organisation/corporate entity? \*

☐ Individual ☒ Organisation/Corporate entity

## Applicant Details

Please enter Applicant details

Title:	<input type="text"/>	You must enter a Building Name or Number, or both: *	
Other Title:	<input type="text"/>	Building Name:	<input type="text" value="St Margaret's Church"/>
First Name: *	<input type="text"/>	Building Number:	<input type="text"/>
Last Name: *	<input type="text"/>	Address 1 (Street): *	<input type="text" value="St Margaret's Church"/>
Company/Organisation	<input type="text" value="The Trustees of St Margaret's Church"/>	Address 2:	<input type="text" value="West High Street"/>
Telephone Number: *	<input type="text"/>	Town/City: *	<input type="text" value="Forfar"/>
Extension Number:	<input type="text"/>	Country: *	<input type="text" value="Scotland"/>
Mobile Number:	<input type="text"/>	Postcode: *	<input type="text" value="DD8 1BJ"/>
Fax Number:	<input type="text"/>		
Email Address: *	<input type="text"/>		

## Site Address Details

Planning Authority:	<input type="text" value="Angus Council"/>
Full postal address of the site (including postcode where available):	
Address 1:	<input type="text" value="ST MARGARETS CHURCH"/>
Address 2:	<input type="text" value="62 WEST HIGH STREET"/>
Address 3:	<input type="text"/>
Address 4:	<input type="text"/>
Address 5:	<input type="text"/>
Town/City/Settlement:	<input type="text" value="FORFAR"/>
Post Code:	<input type="text" value="DD8 1BJ"/>

Please identify/describe the location of the site or sites

Northing	<input type="text" value="750556"/>	Easting	<input type="text" value="345447"/>
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## Description of Proposal

Please provide a description of your proposal to which your review relates. The description should be the same as given in the application form, or as amended with the agreement of the planning authority: \*  
(Max 500 characters)

Demolition of existing church and erection of proposed new build community church facility at St Margaret's Church, 62 West High Street, Forfar, DD8 1BJ

## Type of Application

What type of application did you submit to the planning authority? \*

- ☒ Application for planning permission (including householder application but excluding application to work minerals).
- ☐ Application for planning permission in principle.
- ☐ Further application.
- ☐ Application for approval of matters specified in conditions.

What does your review relate to? \*

- ☒ Refusal Notice.
- ☐ Grant of permission with Conditions imposed.
- ☐ No decision reached within the prescribed period (two months after validation date or any agreed extension) – deemed refusal.

## Statement of reasons for seeking review

You must state in full, why you are seeking a review of the planning authority's decision (or failure to make a decision). Your statement must set out all matters you consider require to be taken into account in determining your review. If necessary this can be provided as a separate document in the 'Supporting Documents' section: \* (Max 500 characters)

Note: you are unlikely to have a further opportunity to add to your statement of appeal at a later date, so it is essential that you produce all of the information you want the decision-maker to take into account.

You should not however raise any new matter which was not before the planning authority at the time it decided your application (or at the time expiry of the period of determination), unless you can demonstrate that the new matter could not have been raised before that time or that it not being raised before that time is a consequence of exceptional circumstances.

Please refer to separate Notice of Review Statement setting out the grounds of appeal and also the various attached supporting documents and plans

Have you raised any matters which were not before the appointed officer at the time the Determination on your application was made? \*

☒ Yes ☐ No

If yes, you should explain in the box below, why you are raising the new matter, why it was not raised with the appointed officer before your application was determined and why you consider it should be considered in your review: \* (Max 500 characters)

An additional design statement and photographic study of the Conservation Area (see documents SMC11) and an additional feasibility study (SMC12) have been provided in direct response to the matters that have been raised in the reasons for refusal and the Report of Handling.

Please provide a list of all supporting documents, materials and evidence which you wish to submit with your notice of review and intend to rely on in support of your review. You can attach these documents electronically later in the process: \* (Max 500 characters)

A list of all the supporting documents referred to (SMC1 - SMC12) is attached to the Notice of Review Statement

## Application Details

Please provide details of the application and decision.

What is the application reference number? \*

17/00422/FULL

What date was the application submitted to the planning authority? \*

02/06/2017

What date was the decision issued by the planning authority? \*

28/09/2017

## Review Procedure

The Local Review Body will decide on the procedure to be used to determine your review and may at any time during the review process require that further information or representations be made to enable them to determine the review. Further information may be required by one or a combination of procedures, such as: written submissions; the holding of one or more hearing sessions and/or inspecting the land which is the subject of the review case.

Can this review continue to a conclusion, in your opinion, based on a review of the relevant information provided by yourself and other parties only, without any further procedures? For example, written submission, hearing session, site inspection. \*

☐ Yes ☒ No

Please indicate what procedure (or combination of procedures) you think is most appropriate for the handling of your review. You may select more than one option if you wish the review to be a combination of procedures.

Please select a further procedure \*

By means of inspection of the land to which the review relates

Please explain in detail in your own words why this further procedure is required and the matters set out in your statement of appeal it will deal with? (Max 500 characters)

It may be useful for the LRB to undertake an accompanied site inspection of the building (both inside and outside) and also the surrounding area

Please select a further procedure \*

Holding one or more hearing sessions on specific matters

Please explain in detail in your own words why this further procedure is required and the matters set out in your statement of appeal it will deal with? (Max 500 characters)

The LRB may consider it useful to hold a hearing session in order to be able to fully discuss any of the issues involved in this case

In the event that the Local Review Body appointed to consider your application decides to inspect the site, in your opinion:

Can the site be clearly seen from a road or public land? \*

☒ Yes ☐ No

Is it possible for the site to be accessed safely and without barriers to entry? \*

☒ Yes ☐ No



## Checklist – Application for Notice of Review

Please complete the following checklist to make sure you have provided all the necessary information in support of your appeal. Failure to submit all this information may result in your appeal being deemed invalid.

Have you provided the name and address of the applicant?. \*

☒ Yes ☐ No

Have you provided the date and reference number of the application which is the subject of this review? \*

☒ Yes ☐ No

If you are the agent, acting on behalf of the applicant, have you provided details of your name and address and indicated whether any notice or correspondence required in connection with the review should be sent to you or the applicant? \*

☒ Yes ☐ No ☐ N/A

Have you provided a statement setting out your reasons for requiring a review and by what procedure (or combination of procedures) you wish the review to be conducted? \*

☒ Yes ☐ No

Note: You must state, in full, why you are seeking a review on your application. Your statement must set out all matters you consider require to be taken into account in determining your review. You may not have a further opportunity to add to your statement of review at a later date. It is therefore essential that you submit with your notice of review, all necessary information and evidence that you rely on and wish the Local Review Body to consider as part of your review.

Please attach a copy of all documents, material and evidence which you intend to rely on (e.g. plans and Drawings) which are now the subject of this review \*

☒ Yes ☐ No

Note: Where the review relates to a further application e.g. renewal of planning permission or modification, variation or removal of a planning condition or where it relates to an application for approval of matters specified in conditions, it is advisable to provide the application reference number, approved plans and decision notice (if any) from the earlier consent.

## Declare – Notice of Review

I/We the applicant/agent certify that this is an application for review on the grounds stated.

Declaration Name: Mr Mark Myles

Declaration Date: 15/12/2017



**Notice of Review Appeal Statement**

**Against Refusal of Planning Permission  
for the  
Demolition of Existing Church and Erection of  
Proposed New Build Community Church Facility at**

**St Margaret's Church  
62 West High Street  
Forfar  
DD8 1BJ**

**December 2017**



## **1. Introduction**

- 1.1 This appeal statement should be read in conjunction with the Notice of Review Appeal submitted on 14<sup>th</sup> December 2017, on behalf of The Kirk Session of St Margaret's Church for the demolition of the existing church and the erection of a modern fit for purpose and contemporary landmark building at West High Street, Forfar.
- 1.2 The planning application (17/00422/FULL) (SMC1) was refused by Angus Council on 28<sup>th</sup> September 2017 (SMC2).
- 1.3 The proposal requires to be considered under the terms of the key development plan policies and these are set out in appointed officer's Report of Handling (SMC3) and in detail in section 2.2 of the Planning Policy Statement – April 2017 (SMC4) so are not repeated in full within this appeal statement.
- 1.4 As noted in the Planning Policy Statement (SMC4) the appeal will also now be required to be considered against Scottish Planning Policy and related Planning Advice Notes and also Historic Environment Scotland Policy Statement June 2016.
- 1.5 The following supporting evidence and reports which accompanied the planning application are also considered to be relevant material considerations in support of this appeal;
  - Previous history and project backstory (1983 – 2016) (SMC5)
  - Market Research & Financial Feasibility Study (March 2015) (SMC6)
  - Design Statement (SMC7)
  - Independent valuation and marketability of the current property (SMC8)
  - Structural Survey/Appraisal (Burnett Consulting Engineers) (SMC9)
  - Bat Survey (Jenny Wallace Ecology) (SMC10)
- 1.6 In addition, JFS Architects have prepared an additional design statement and comprehensive photographic study and appraisal of the conservation area that responds specifically to the reasons for refusal and this provides further robust justification and reasoning in support of the proposal (SMC11). An updated Feasibility Report prepared by John Duguid Partnership – Chartered Quantity Surveyors has also been provided in response to the reasons for refusal (SMC12).

- 1.7 We therefore contest the council's 4 reasons for refusal of the planning application and the justification that was given for those reasons within the Report of Handling (SMC3). When considering this Notice of Review, we would also respectfully request that the Local Review Body undertake an accompanied site inspection of the building (both inside and out) and the surrounding area, and if required also hold a hearing session to fully understand and discuss any of the issues involved in this case.

## **2. Response to Angus Council's Reasons for Refusal**

- 2.1 From the reasons for refusal (SMC2) and the council's Report of Handling (SMC3) it can be seen that there are two key issues in this case which can be summarised as follows;
- The acceptability or otherwise of the demolition of the late 19<sup>th</sup> century church building; and
  - The acceptability of the design of the replacement church building.
- 2.2 The first two reasons for refusal (SMC2) refer to the proposed demolition of the existing church and the opinion of the appointed officer is that the demolition would have a significant detrimental impact on the character and appearance of the Forfar Conservation Area contrary to Scottish Planning Policy and that the historic environmental value of the site would be compromised. In addition, it is claimed that it has not been demonstrated that the economic and social benefits of the development outweigh the historic environment value currently provided by St Margaret's Church and that it has not been demonstrated that the economic and social benefits sought by the proposed replacement building cannot be delivered in a manner which would retain the historic environment value currently provided by the church, contrary to Policy PV8 of the LDP.
- 2.3 The fact that this late 19<sup>th</sup> century church is not a listed building (when the vast majority of buildings from that era are listed) actually says a lot about the poor fabric, condition and general design of the building. If this had been a fine example of an ecclesiastical building from that period, with little or no alterations or interventions then perhaps the appointed officer's position could have been understood and justified.
- 2.4 The proposals have been the subject of extensive and various pre-application correspondence, discussions and meetings with Angus Council officials and also initially involved input from Historic Environment Scotland (HES). At a meeting that was held in the church on 29<sup>th</sup> April 2016, Ian Thomson from HES confirmed that there would be no need for HES to be directly involved in the determination of any planning application and that it would therefore be a matter solely for Angus Council to consider.
- 2.5 A separate Conservation Area Consent (CAC) application had originally been submitted alongside the planning application and related solely to the demolition of the church. However, despite initially registering the CAC application, Angus Council later confirmed that this application was not required and therefore returned the application as it was confirmed that CAC was not required. That is to say, simply, having returned the CAC application stating that it wasn't required; the decision is then based partly on CAC concerns that should have played no part in the decision.



- 2.6 Accordingly, the numerous references in the Report of Handling by the appointed officer to a consultation response that was received from HES raising objections to the separate CAC application (which was confirmed as not being required) is at best misleading, erroneous and contradictory to the above statement that determination of the planning application is a matter solely for Angus Council to consider. It is factually correct to say that no comments and no objections were received to the planning application from HES and therefore there was no requirement for the appointed officer to address or make any reference to this response within the Report of Handling.
- 2.7 Despite that the appointed officer makes at least 5 different references to the response from HES throughout the Report of Handling which has then clearly influenced the appointed officer's decision. Any response received from HES to a returned CAC application should therefore have played no part in the assessment of the planning application and is not required to be assessed in the determination of this Notice of Review Appeal. It is solely a matter for Angus Council and the Local Review Body to consider this proposal on its own planning merits based on the supporting information that was provided with the planning application and now with this Notice of Review Appeal.
- 2.8 Within the council's Conservation Area Appraisal, it is noted in a single photograph that the existing church building is viewed as a 'landmark building'. However, there is no further explanation within the Appraisal document that gives any description of the importance to this unlisted building. The building is located on the western fringe of the Conservation Area and to suggest that it is a prominent building announcing arrival into this historic part of the burgh is significantly overplaying its importance when in fact the building is set back from West High Street and both the Bank of Scotland building to the west and the post office/library building to the east have more prominent positions as they are located closer to the street edge.
- 2.9 As noted in the additional design statement (SMC11) that has been prepared by JFS Architects in response to the comments contained within the Report of Handling, the church is not the 'book end' or the arrival point to the edge of the Conservation Area. EQ Accountants office building (also not listed) and located adjacent to the church is also within the Conservation Area boundary and it is this building that that is the 'bookend' and signifies the entrance to the Conservation Area. For the reasons set out in the additional design statement (SMC11) the perceived design 'quality' of the building is also questionable and perhaps helps to explain why it has never been considered to be of any historic or architectural importance to warrant consideration for listing.

- 2.10 The demolition of the church is therefore considered to have a neutral effect on the character and appearance of the Conservation Area and as such would not compromise the integrity of the Conservation Area or contravene either Scottish Planning Policy or the first test of Policy PV8.
- 2.11 In terms of the social and economic benefits of the proposal, information submitted with the planning application has shown that the retention and reconfiguration of St Margaret's Church has been considered (over many years) and discounted on economic grounds. The Report of Handling states that no information has been provided regarding the breakdown of the refurbishment costs. However no further information was ever requested by the appointed officer to address this concern and no opportunity was ever provided to discuss the submission of further information.
- 2.12 Therefore, to assist the LRB, additional information in the form of a supplementary feasibility report (SMC12) has been provided in direct response to this criticism from the appointed officer about providing cost comparisons between the retention and new build options. The appointed officer's use of the figures that had been included within the HES response to the returned CAC application, not only refers to out of date figures, it does not address the figures contained in the most recent report and it also clearly fails to assess like for like figures.
- 2.13 The further feasibility report (SMC12) notes that the comparison costs provided in the earlier April 2015 feasibility study have been updated to the current time as follows;
- Refurbishment of the existing church building to provide modern functional building – total cost £1,806,700
  - Demolition of existing church building and construction of new purpose-built church facility – total cost £1,234,900.
- 2.14 The updated feasibility report therefore provides a detailed breakdown of the costs associated with both options (updated to November 2017) and shows that the difference would amount to £571,800 notwithstanding the other ongoing constraints and high running costs that would continue to be associated with a refurbishment option.
- 2.15 It is noticeable that the appointed officer's Report of Handling is largely silent on the social benefits that would arise from this development.
- 2.16 The wider economic and social benefits of the proposed new building and the better range of facilities and multi-function spaces that would be available for all in the community to use, has consistently been one of the key drivers behind this proposal. It has been recognised for years that the current building was designed and built in an era (late 19<sup>th</sup> Century) when

the world was a completely different place. The church needs to adapt to meet the needs of not only its existing users but also to meet the needs of the future generations. Amongst other things this means as a minimum providing a warm, light, energy efficient and welcoming environment with easily adaptable size of meeting spaces that can readily meet the needs of the groups who wish to use them. It also means attracting different user groups on different days and times throughout the week so that the new improved facilities are a sustainable facility that brings significant wider long term public benefits to both the building but also to the wider town centre of Forfar. The proposed new purpose-built facilities would therefore realise these wider public benefits.

- 2.17 The proposals had been subject to extensive consultation in Spring 2016 and a comments book was also available for anyone to note down their thoughts and comments as part of this consultation exercise. A total of 70 individual comments were received. The vast majority of the comments received were very positive.
- 2.18 In addition to the above the Community Council were consulted directly prior to the submission of the planning application and they agreed that the wider community benefits from the extensive services provided in the church and any new building would be a real asset. In their formal consultation response to the planning application it is also notable that the Community Council supported the application and simply suggested that some of the down takings be reused in any redevelopment and this could form part of a condition of any approval.
- 2.19 The fact that the planning application attracted 0 (none) letters of objection and 153 letters of support including one from the professional services firm, EQ Accountants (not 145 as stated in Report of Handling) is also hugely significant. Inevitably the way that the planning process works means that it tends to always be easier for individuals and businesses to submit objections to a planning application but for any planning application to attract such a level of individual letters of support is almost unique. This level of support alone is a significant material consideration that simply underscores the significant and real social benefits that would arise to the wider community from this development.
- 2.20 We now turn to the 3<sup>rd</sup> and 4<sup>th</sup> reasons for refusal of the application which relate to the proposed replacement building. Concerns are raised by the appointed officer about the new building not delivering a high standard of design which draws upon existing positive townscape features in the area as it would not fit with the character of development in the area and the replacement building would not be of a scale or nature appropriate to its location.



2.21 The Architects original Design Statement (SMC7) notes that there is very much an eclectic mix of building styles within the Conservation Area and this diversity has allowed modern intervention and buildings to be developed and contemporary styles of architecture to be constructed, welcomed and embraced, if designed in a sensitive and respectful manner. Given the site and location, sympathy to the surrounding context was of vital importance during the design development as well as detailed consideration to the character and natural features of the site. Throughout the design development JFS Architects has attempted to take cognisance of the following important factors:

- Ensure proposal is in character with the development density of the Conservation Area;
- Sympathetic understanding of surrounding context in particular Listed Buildings;
- Limited/respectful building materials to compliment surrounding area.

2.22 The architects believe that they have designed appropriately and in character with the Conservation Area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings. The new building is of a high design standard and distinctive in character and identity, safe and pleasant, well connected, adaptable and resource efficient.

2.23 The architects additional design statement and comprehensive photographic survey of the Conservation Area (SMC11) also further addresses the reasons why the proposed scale, design, fenestration treatments and building materials of the proposed new building actually replicate what already inherently exists within the Conservation Area.

2.24 The proposal therefore provides a high-quality design that meets the requirements of Planning Policy (DS1 & DS3) with its ongoing contribution to sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning.

### 3 Conclusions

- 3.1 This proposal seeks to demolish the St Margaret's Church building (which is currently the sanctuary area) and build, in its place, a full disabled accessible community centre for all of Forfar.
- 3.2 The existing sanctuary space is not a listed building and currently is only used by approximately 100 people, of one denomination, of one faith, for one hour, once a week. Because of the height of the space, the heating goes on at 2am on a Sunday just to have it warmed to 17 degrees Celsius by 11am for worship. It has angled balconies and raised platforms on which are hard wooden pews and therefore could not be easily 'reconfigured' inside. Even if the walls and roof were repaired the cost of those basic repairs (without any additional essential work to the interior) is estimated with inflation to sit at £500,000.
- 3.3 The plans for a single story fully accessible community and church centre would offer the congregation and wider community the opportunity to use this space creatively and flexibly, for 12 hours a day, 7 days a week, rather than just for a single hour on a Sunday.
- 3.4 The council would essentially be gaining a community centre/ hub facility free of charge that would offer the types of meeting space described in the Forfar charrette documentation and clearly wanted in the town, as has been proven by the charrette, the local action plan discussions, the Community Council's response, the Church's own community consultation and the consultation done on their behalf by Glamis Consultancy who spoke to local businesses, as well as the 153 individual letters of support that were submitted to the planning application.
- 3.5 As explained in this statement and the other supporting documents, plans and photographs that accompany this appeal, the demolition of the church would be considered to have a neutral effect on the character and appearance of the Conservation Area and as such would not compromise the integrity of the Conservation Area or contravene either Scottish Planning Policy or the first test of Policy PV8.
- 3.6 The economic and social benefits of the development are also considered to outweigh the limited historic environment value currently provided by St Margaret's Church. The supporting information, documents, reports and all of the feedback received to the planning application has demonstrated that the economic and social benefits sought by the proposed replacement

building can be delivered in a manner which would also accord with Policy PV8 of the LDP.

- 3.7 The key development planning policy consideration (Policy PV8) requires supporting information to demonstrate that the integrity of the Conservation Area will not be compromised, **OR** the economic and social benefits significantly outweigh the historic environment value of the site. This is therefore an either-or policy and in this case, it is considered that both of the criteria have been addressed and met by the information provided in support of the application and now this appeal.
- 3.8 The proposed replacement building has been designed appropriately and in character with the Conservation Area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings as further evidenced in the statement and photographic survey (SMC11). The new building is of a high design standard and distinctive in character and identity, safe and pleasant, well connected, adaptable and resource efficient.
- 3.9 The design guidance contained within the relevant policies requires something that preserves or enhances the character of the Conservation Area and this proposal provides a real opportunity to introduce a high quality modern building that can become a future long standing focal point within the community.
- 3.10 The proposal is for a high-quality design that meets the requirements of Planning Policy (particularly DS3) with its ongoing contribution to sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning.
- 3.11 We would therefore respectfully request that this Notice of Review is determined and is supported under the terms of the relevant policies set out in the Development Plan as well as being in conformity with SPP, PAN 71, and Historic Environment Scotland Policy and Advice, subject to any conditions that may be considered necessary by the Local Review Body.



**List of documents in support Notice of Review Appeal**

SMC1 – Planning application and accompanying drawings

SMC2 – Angus Council decision notice dated 28<sup>th</sup> September 2017.

SMC3 – Angus Council's Report of Handling

SMC4 – Supporting Planning Policy Statement

SMC5 - Previous history and project backstory (1983 – 2016)

SMC6 - Market Research & Financial Feasibility Study (March 2015)

SMC7 - Design Statement (JFS Architects)

SMC8 - Independent valuation and marketability of the current property

SMC9 - Structural Survey/Appraisal (Burnett Consulting Engineers)

SMC10 - Bat Survey (Jenny Wallace Ecology)

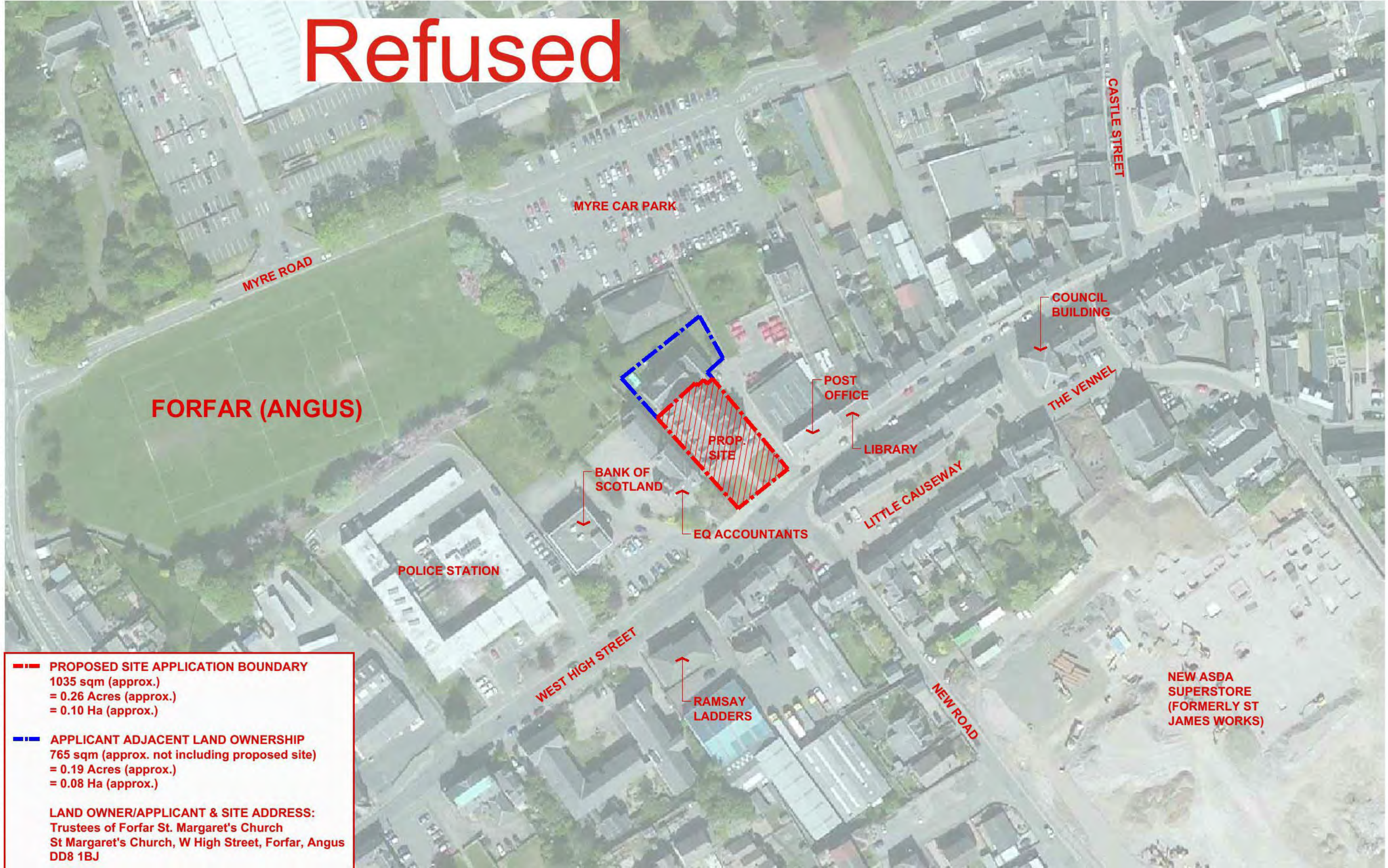
SMC11 – Additional Design Statement and Photographic Study (JFS Architects)

SMC12 – Additional Feasibility Report (John Duguid Partnership)



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# Refused



--- PROPOSED SITE APPLICATION BOUNDARY  
1035 sqm (approx.)  
= 0.26 Acres (approx.)  
= 0.10 Ha (approx.)

--- APPLICANT ADJACENT LAND OWNERSHIP  
765 sqm (approx. not including proposed site)  
= 0.19 Acres (approx.)  
= 0.08 Ha (approx.)

LAND OWNER/APPLICANT & SITE ADDRESS:  
Trustees of Forfar St. Margaret's Church  
St Margaret's Church, W High Street, Forfar, Angus  
DD8 1BJ

Aerial View, West High Street, Forfar

PLANNING  
NTS@A3

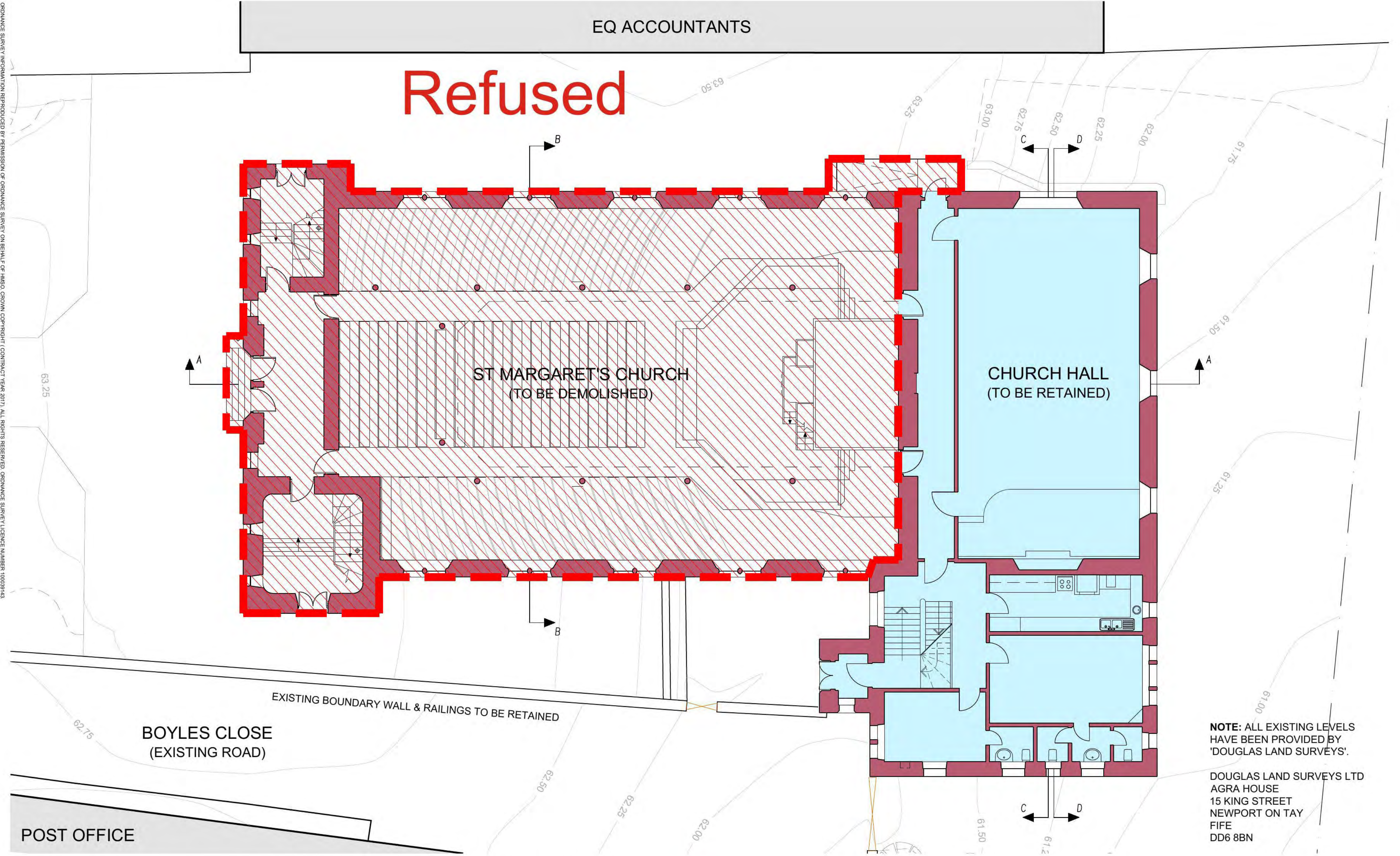
Drawing No. 3984-EX-001

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church





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NOTE: ALL EXISTING LEVELS HAVE BEEN PROVIDED BY 'DOUGLAS LAND SURVEYS'.

DOUGLAS LAND SURVEYS LTD  
AGRA HOUSE  
15 KING STREET  
NEWPORT ON TAY  
FIFE  
DD6 8BN

Demolition Plan

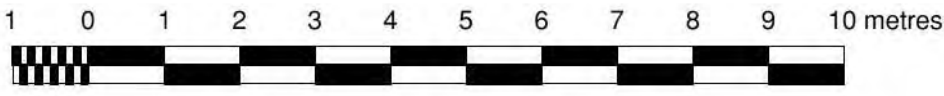
SIZE OF EXISTING BUILDING / STRUCTURE IN TOTAL  
FOOTPRINT AREA - 712 SQM (APPROX.)

PLANNING  
1:100@A2

Drawing No. 3984-EX-310

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church

 SIZE OF PART TO BE DEMOLISHED  
FOOTPRINT AREA - 445 SQM (APPROX.)



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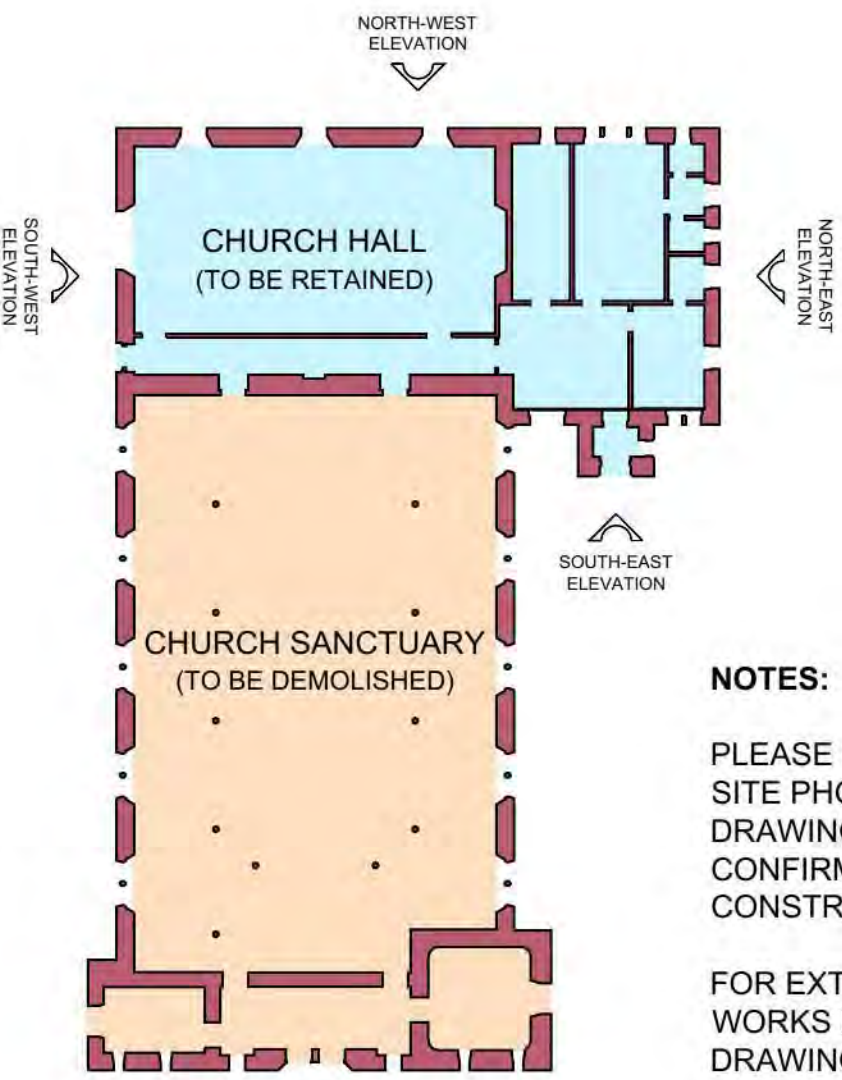


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Refused



EXISTING NORTH-WEST ELEVATION  
SCALE 1:100



ELEVATION KEY PLAN  
NTS

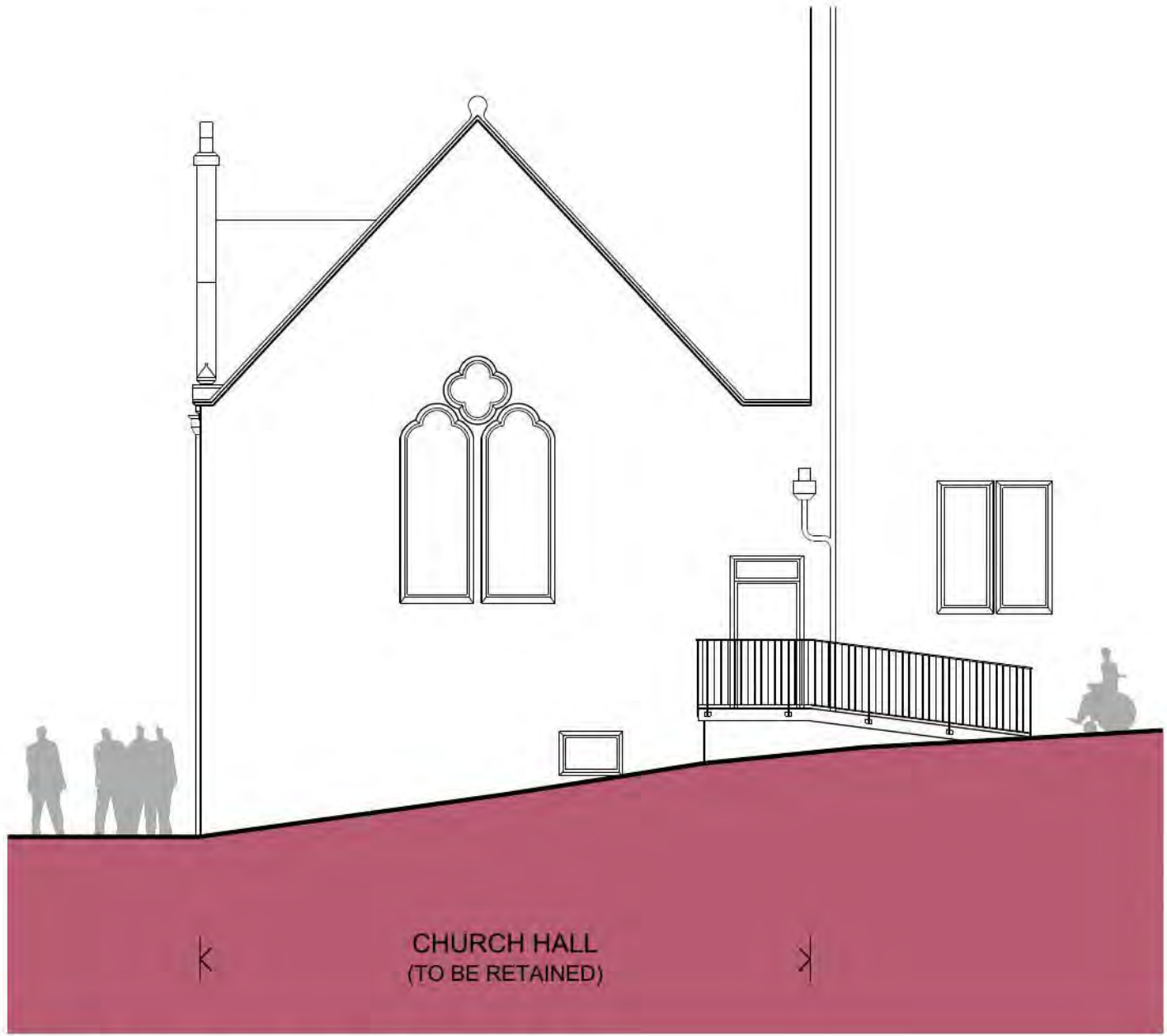
**NOTES:**  
  
PLEASE REFER TO EXISTING SITE PHOTOGRAPHS IN DRAWING '3984-EX-002' FOR CONFIRMATION OF CONSTRUCTION MATERIALS.  
  
FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.



EXISTING NORTH-EAST ELEVATION  
SCALE 1:100



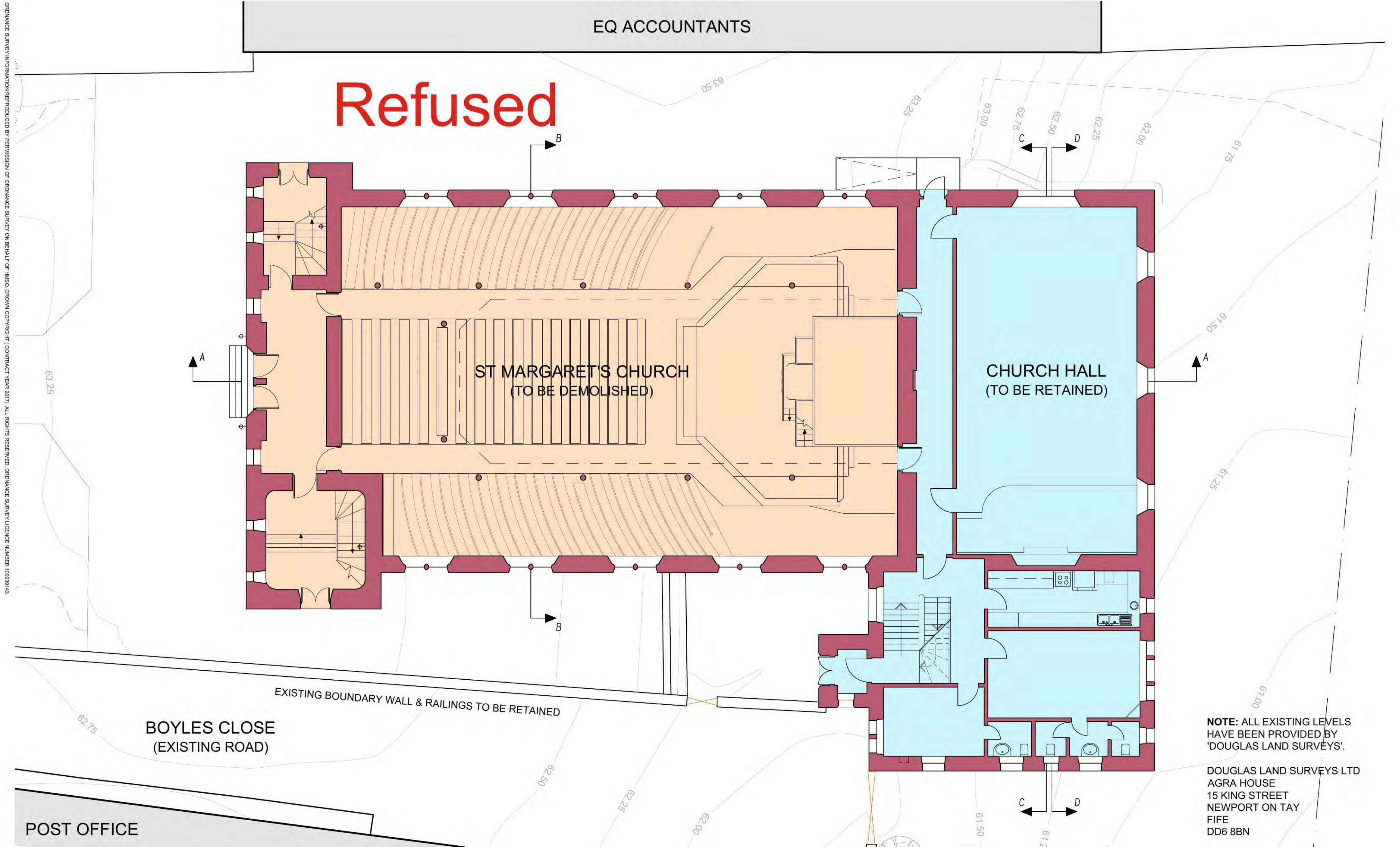
EXISTING SOUTH-EAST ELEVATION  
SCALE 1:100  
**PLANNING**  
1:100@A2



EXISTING SOUTH-WEST ELEVATION  
SCALE 1:100



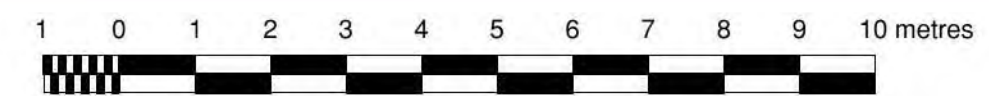
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Existing Ground Floor Plan

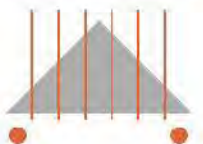
Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church

PLANNING  
1:100@A2



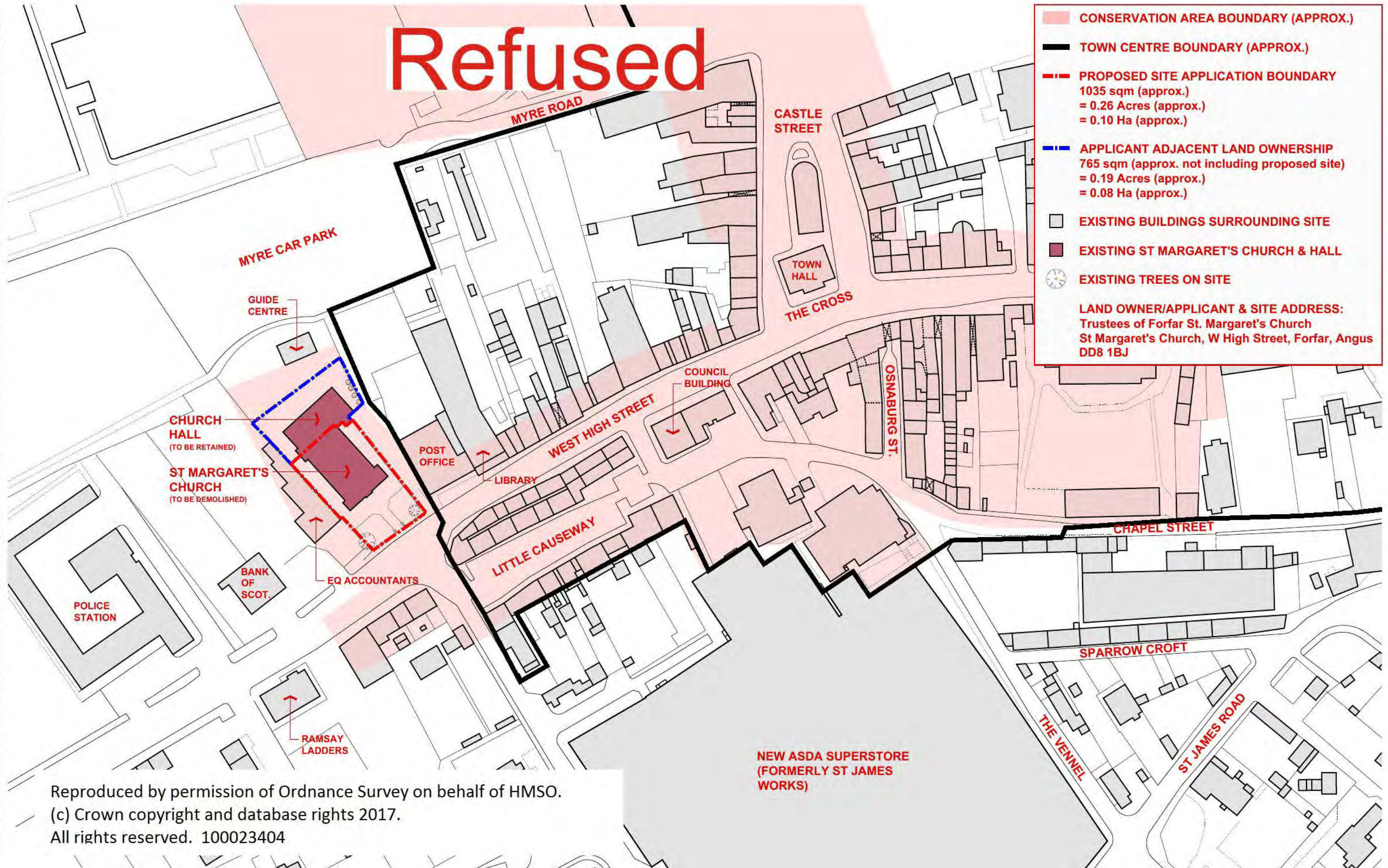
Drawing No. 3984-EX-301

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Existing Location Plan

PLANNING  
 1:1250 @ A3

Drawing No. 3984-EX-100

Proposed New Centre at St Margaret's Church Forfar  
 for The Trustees of Forfar St. Margaret's Church

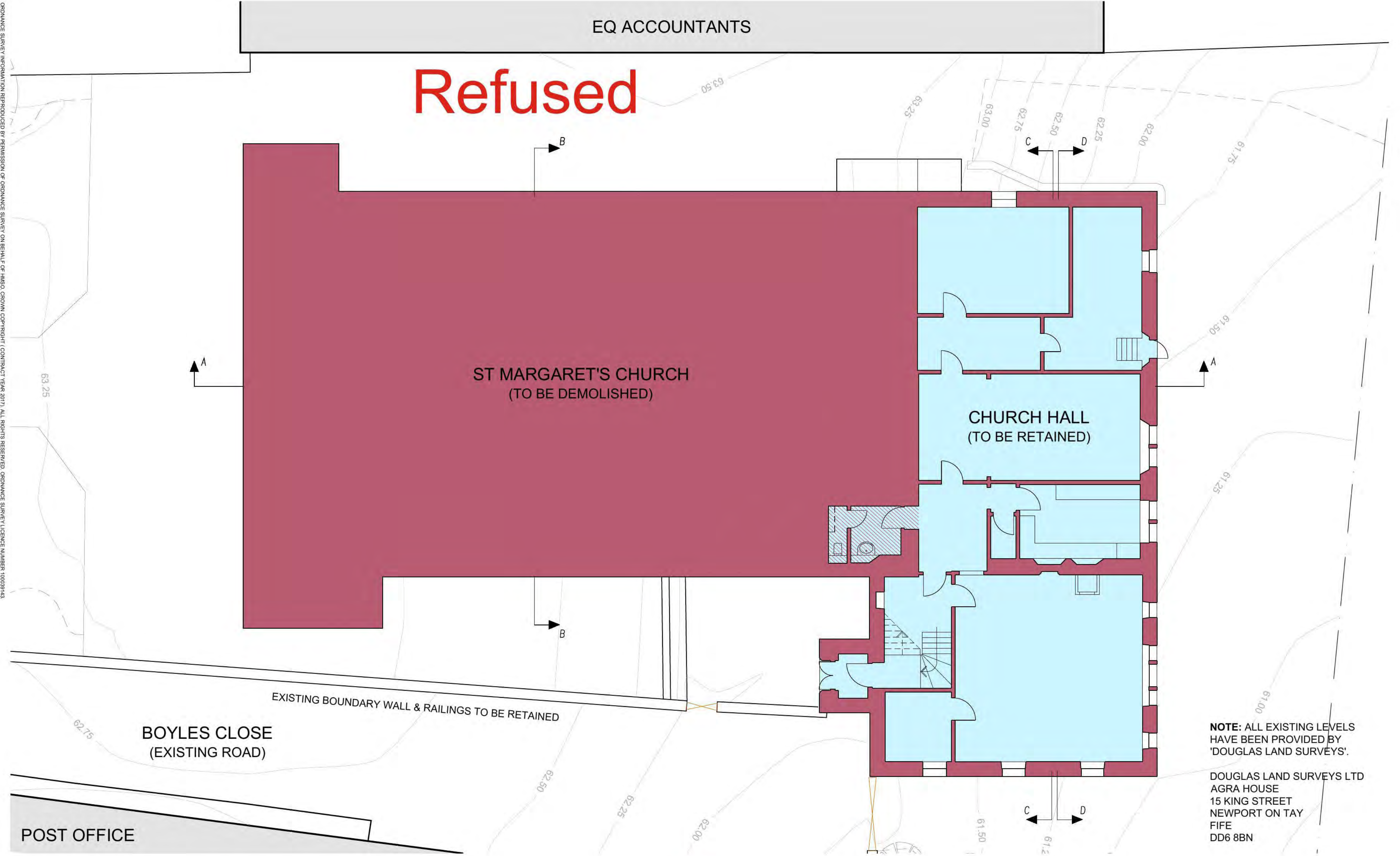


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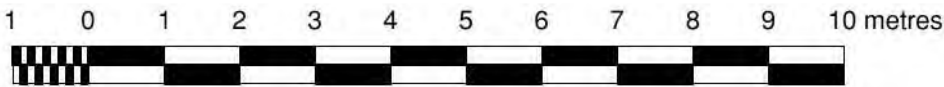


Existing Lower Floor Plan

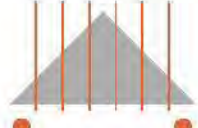
PLANNING  
1:100@A2

Drawing No. 3984-EX-201

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church



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EXTERNAL VIEW 01.



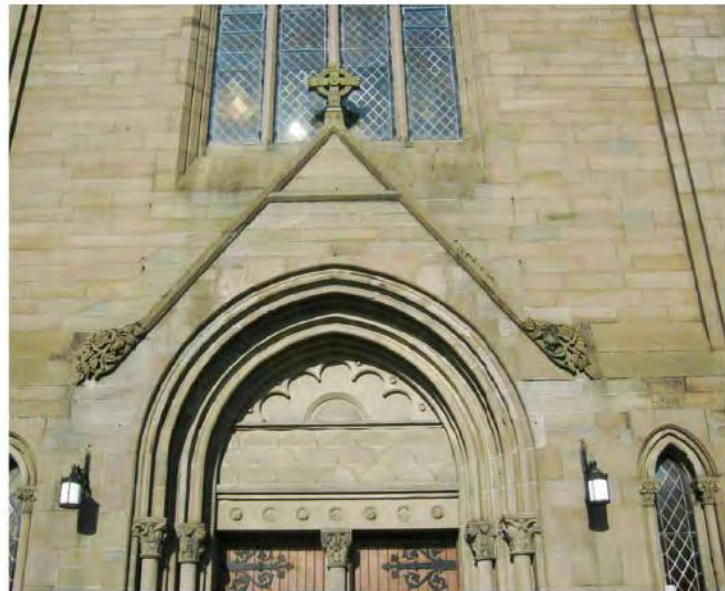
EXTERNAL VIEW 02.



EXTERNAL VIEW 03.



EXTERNAL VIEW 04.



EXTERNAL VIEW 05.



EXTERNAL VIEW 06.



EXTERNAL VIEW 07.



EXTERNAL VIEW 08.



EXTERNAL VIEW 09.



EXTERNAL VIEW 10.



EXTERNAL VIEW 11.



EXTERNAL VIEW 12.

Existing Photographical Study

PLANNING  
NTS@A3

Drawing No. 3984-EX-002





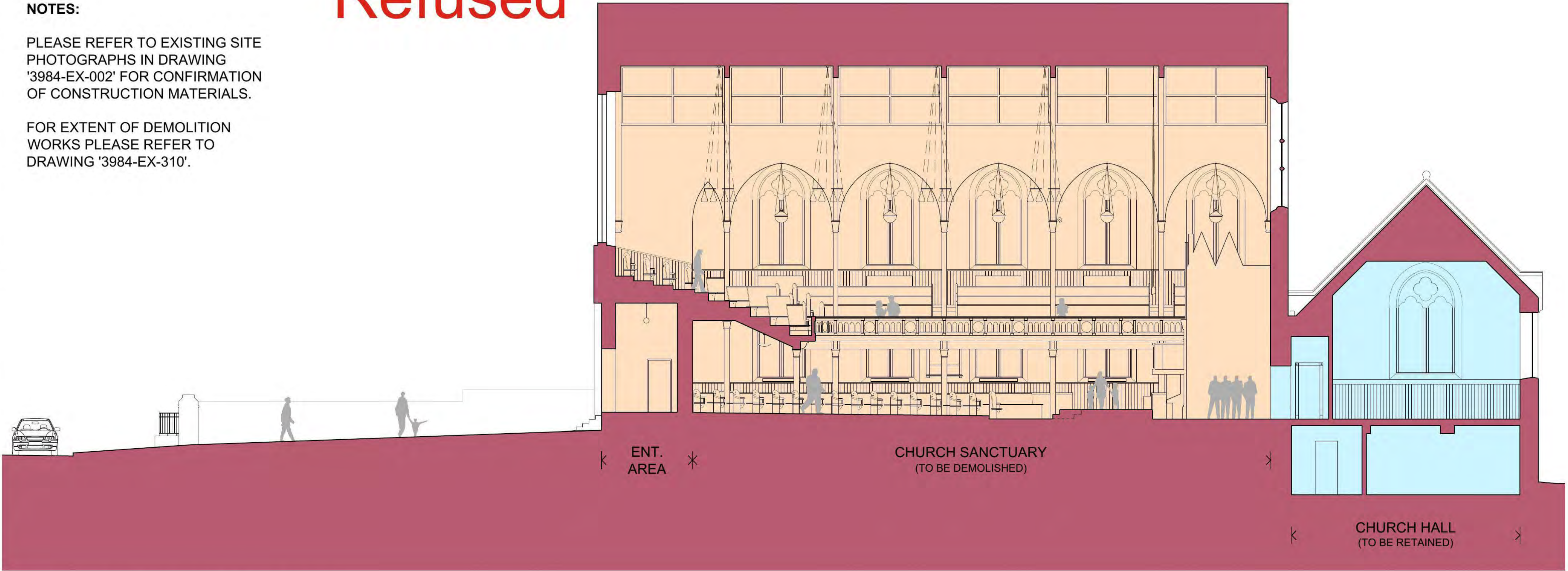
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NOTES:

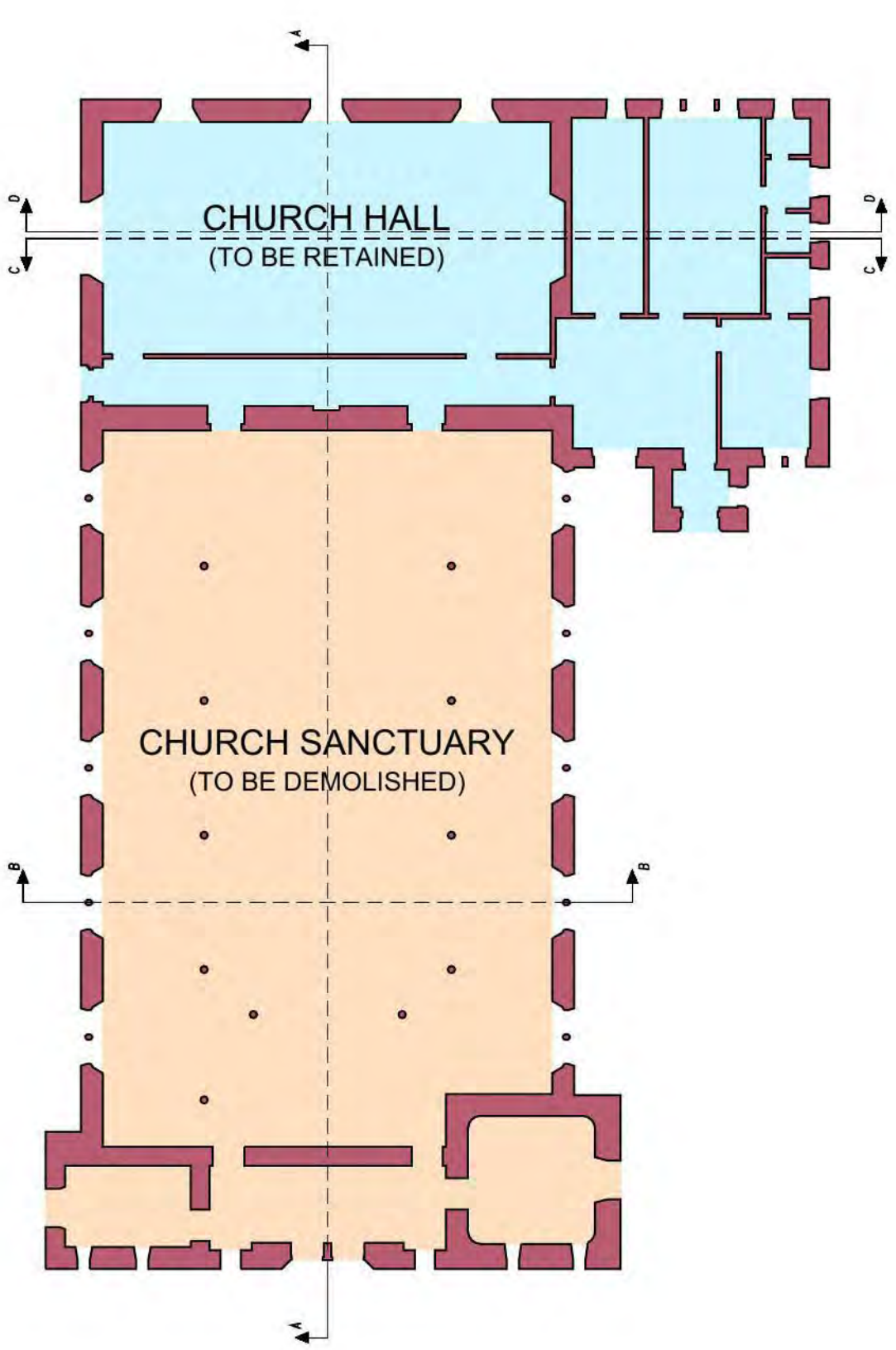
PLEASE REFER TO EXISTING SITE PHOTOGRAPHS IN DRAWING '3984-EX-002' FOR CONFIRMATION OF CONSTRUCTION MATERIALS.

FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.

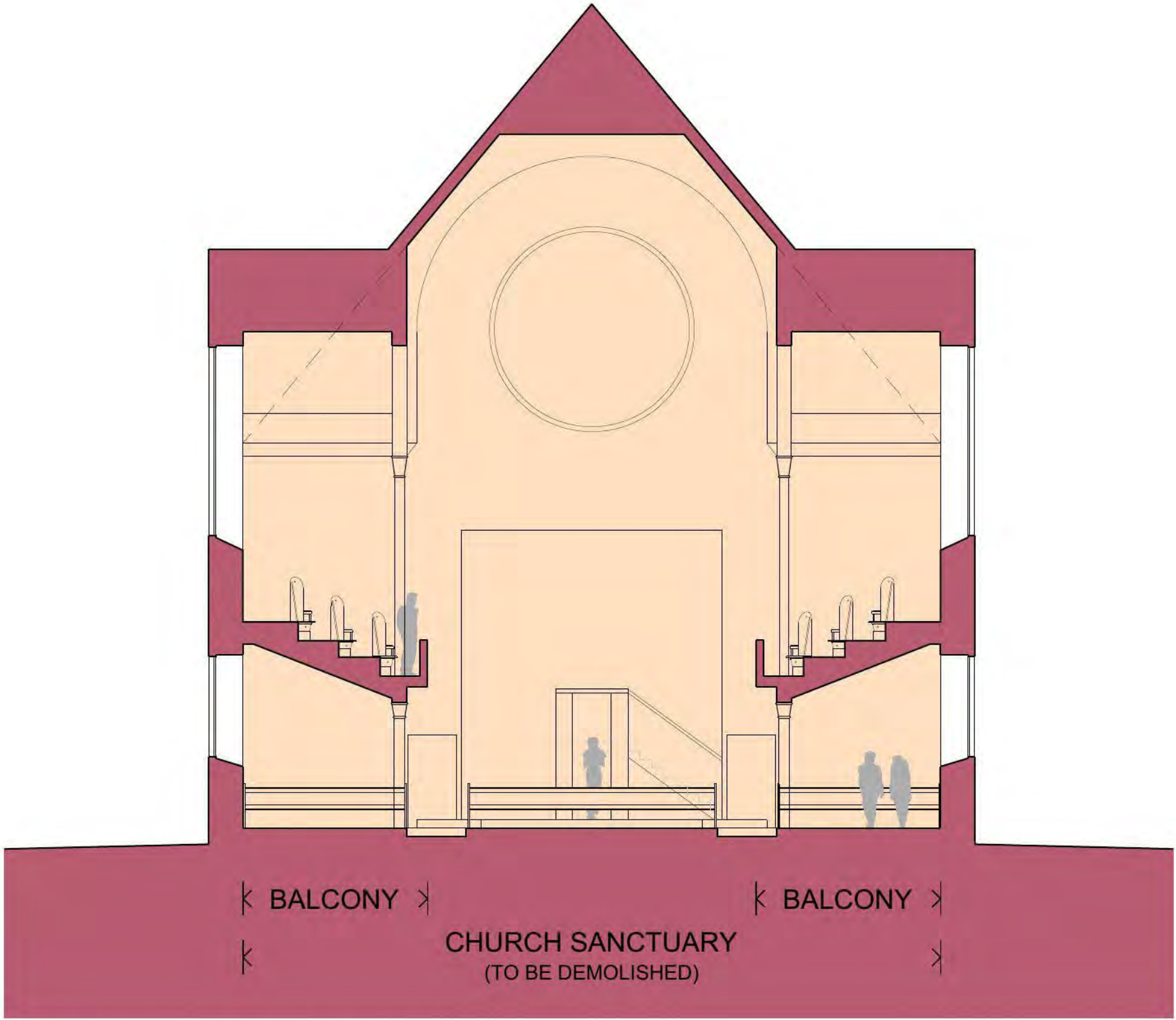
Refused



EXISTING LONGITUDINAL SECTION A-A  
SCALE 1:100



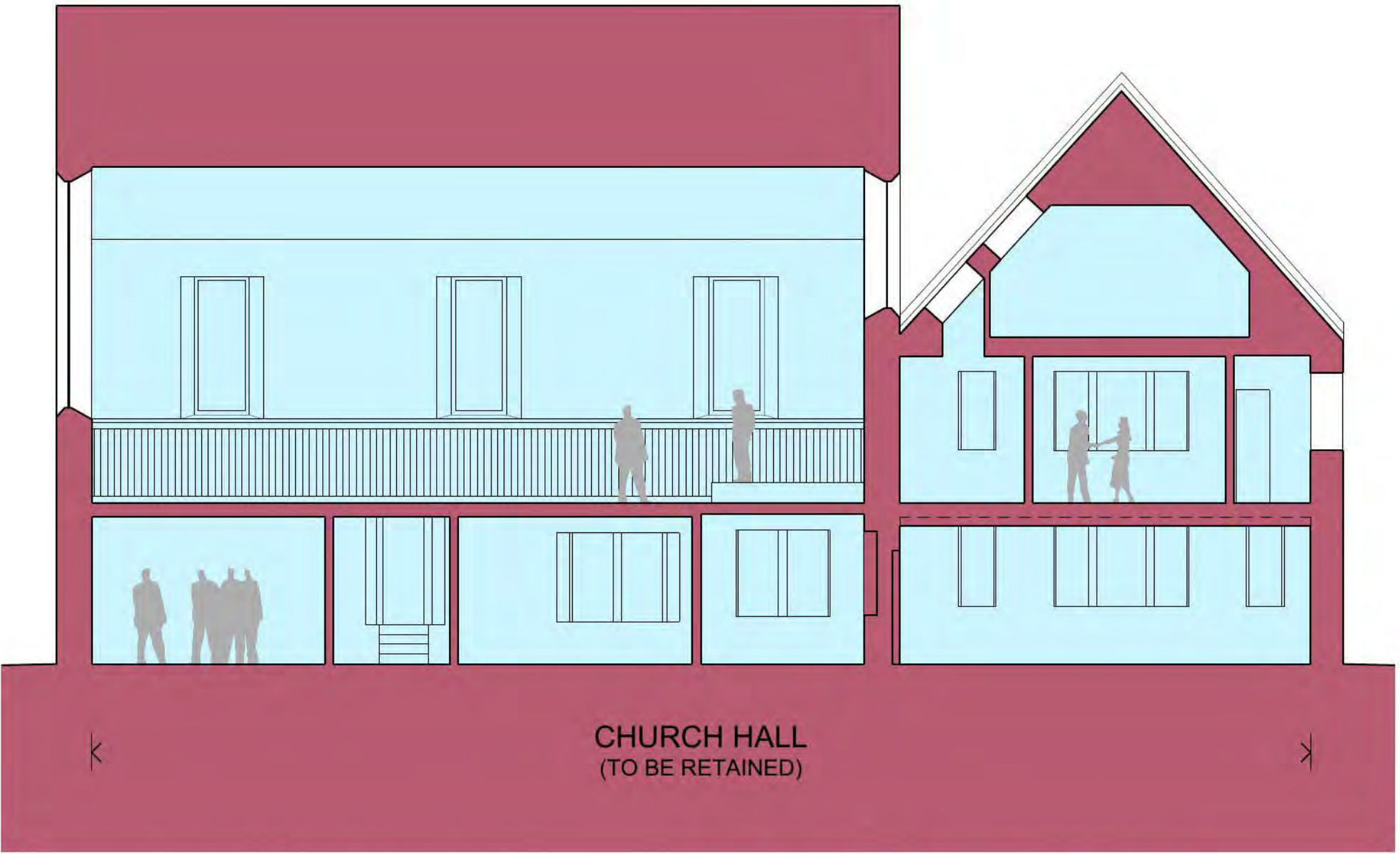
SECTION KEY PLAN  
NTS



EXISTING CROSS SECTION B-B  
SCALE 1:100



EXISTING CROSS SECTION C-C  
SCALE 1:100



EXISTING CROSS SECTION D-D  
SCALE 1:100

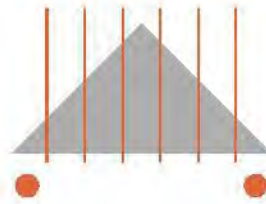
Refused

Existing Longitudinal & Cross Sections

PLANNING

1:100 @ A1

Drawing No. 3984-EX-400





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Refused

MYRE CAR PARK

GUIDE CENTRE

DELIVERY YARD

EXISTING BOUNDARY WALL & RALININGS TO BE RETAINED

BOYLES CLOSE (EXISTING ROAD)

POST OFFICE

LIBRARY

WEST HIGH STREET

LITTLE CAUSEWAY

CHURCH HALL (TO BE RETAINED)

ST MARGARET'S CHURCH (TO BE DEMOLISHED)

3NO. EXISTING PARKING SPACES

EQ ACCOUNTANTS

EXISTING TREES (TO BE RETAINED IF POSSIBLE)

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EXISTING VEHICULAR MOVEMENT

Refused

**PROPOSED SITE APPLICATION BOUNDARY**  
1035 sqm (approx.)  
= 0.26 Acres (approx.)  
= 0.10 Ha (approx.)

**APPLICANT ADJACENT LAND OWNERSHIP**  
765 sqm (approx. not including proposed site)  
= 0.19 Acres (approx.)  
= 0.08 Ha (approx.)

**EXISTING BUILDINGS SURROUNDING SITE**

**EXISTING ST MARGARET'S CHURCH & HALL**

**EXISTING TREES ON SITE**

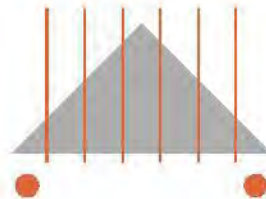
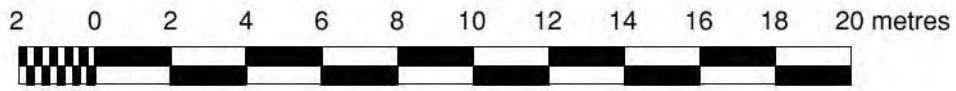
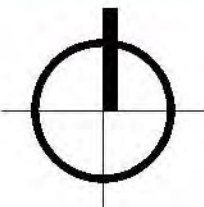
**LISTED BUILDINGS / ASPECTS IN CONTEXT**

**LAND OWNER/APPLICANT & SITE ADDRESS:**  
Trustees of Forfar St. Margaret's Church  
St Margaret's Church, W High Street, Forfar, Angus  
DD8 1BJ

Existing Site Plan

PLANNING  
1:200 @ A1

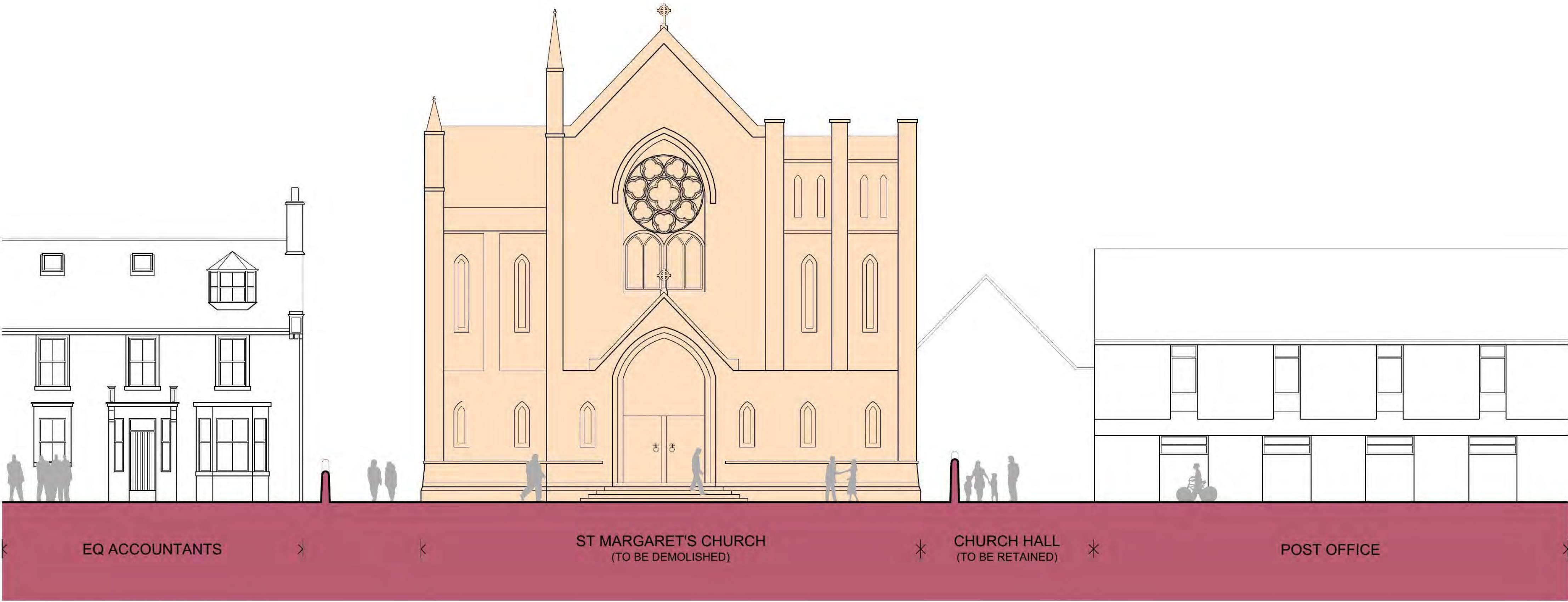
Drawing No. 3984-EX-300



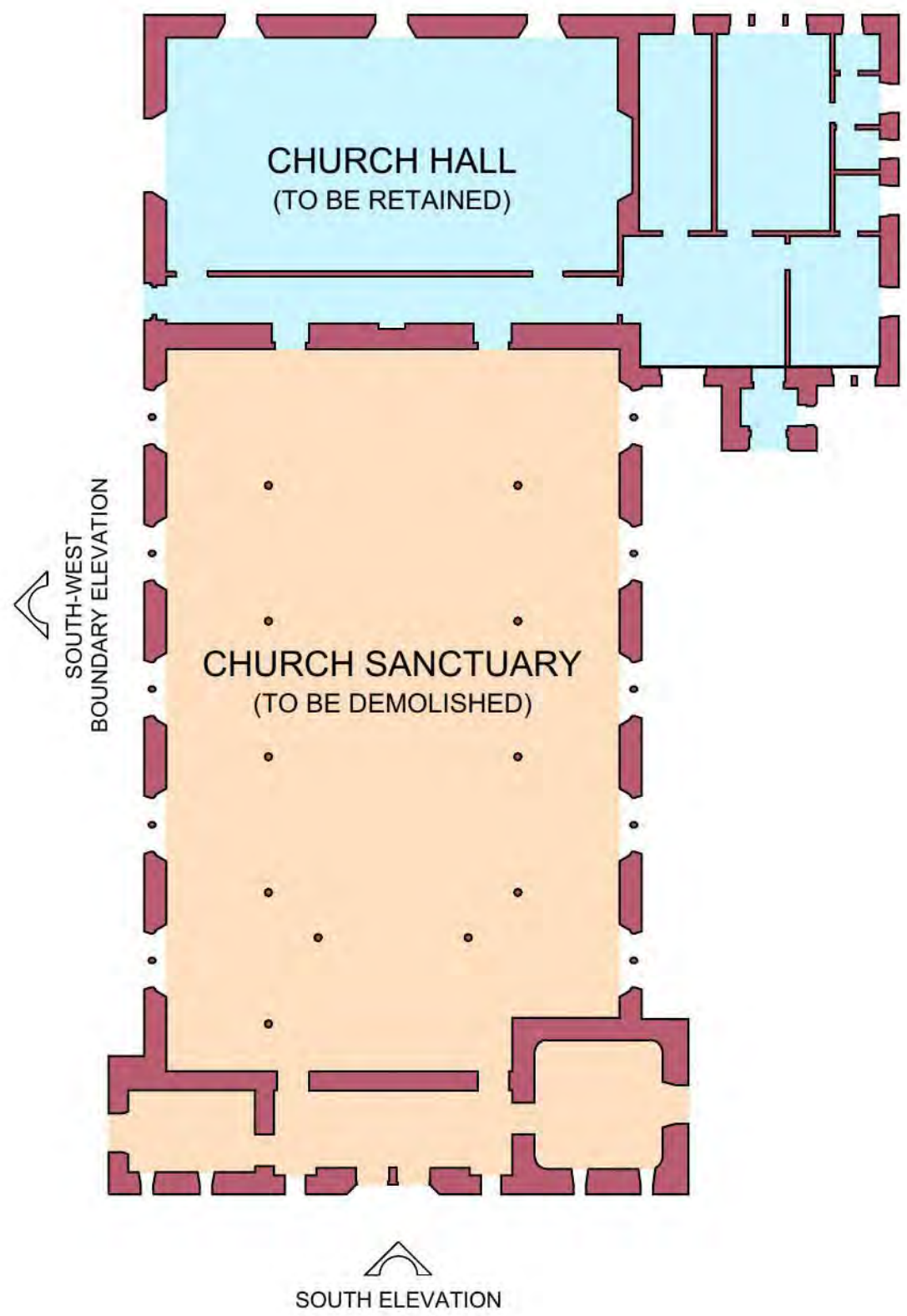


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Refused



EXISTING SOUTH ELEVATION  
SCALE 1:100



ELEVATION KEY PLAN  
NTS

NOTES:

PLEASE REFER TO EXISTING SITE  
PHOTOGRAPHS IN DRAWING  
'3984-EX-002' FOR CONFIRMATION  
OF CONSTRUCTION MATERIALS.

FOR EXTENT OF DEMOLITION  
WORKS PLEASE REFER TO  
DRAWING '3984-EX-310'.



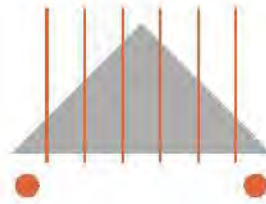
EXISTING SOUTH-WEST BOUNDARY ELEVATION  
SCALE 1:100

Refused

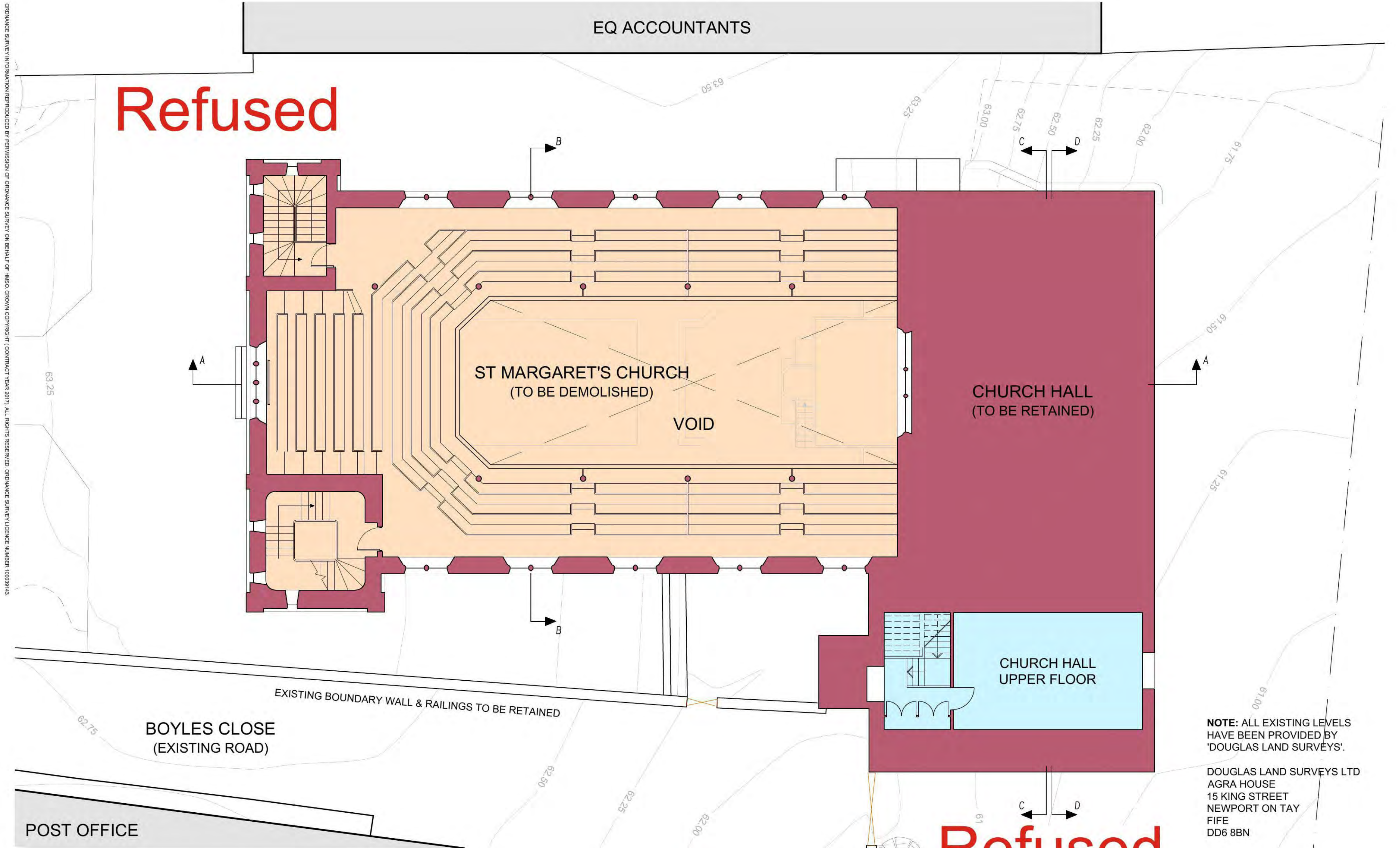
Existing South Elevation & South-West Boundary Elevation

PLANNING  
1:100 @ A1

Drawing No. 3984-EX-500



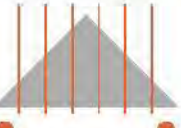
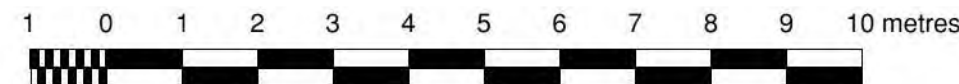




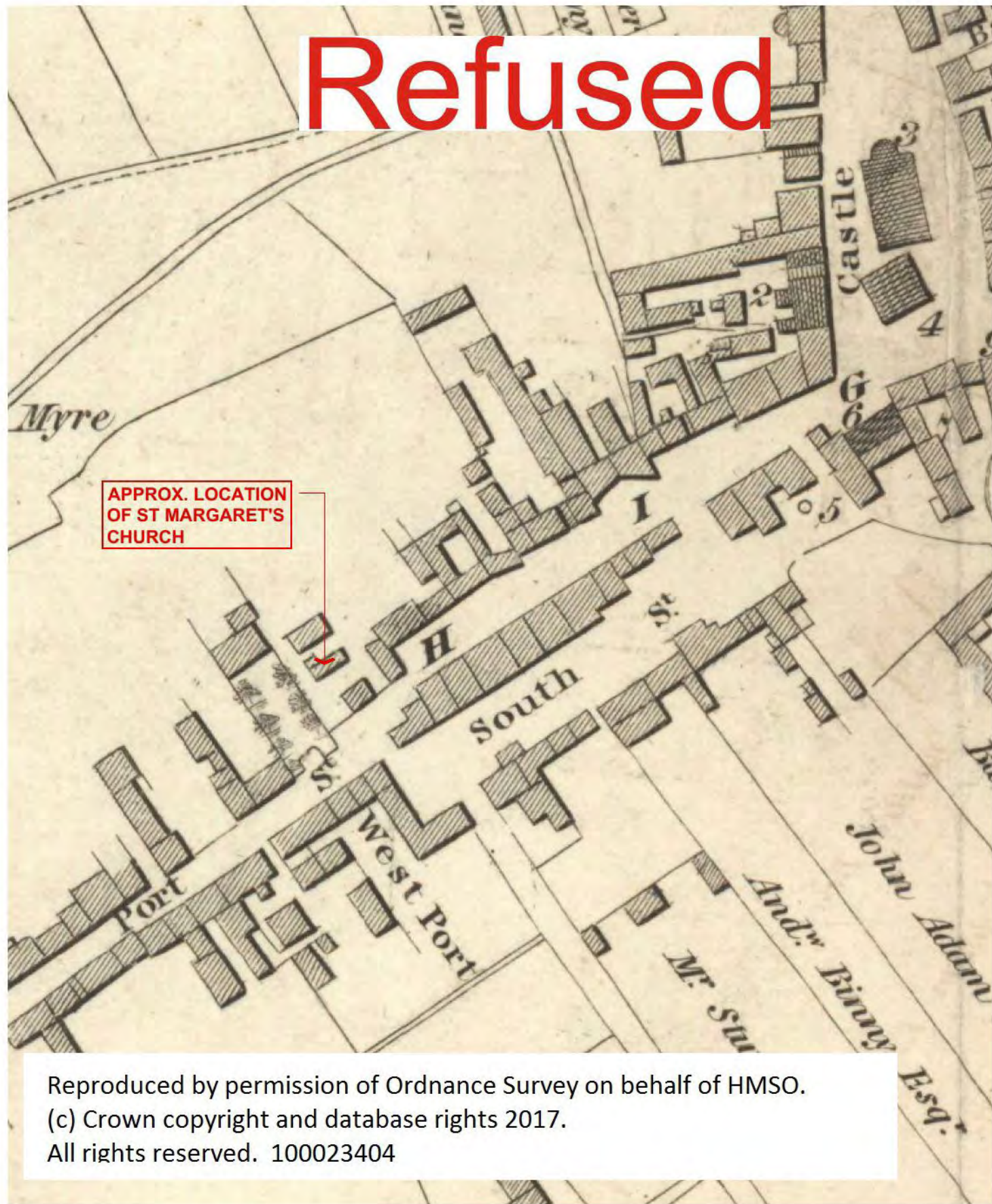
Existing Upper Floor Plan

PLANNING  
1:100@A2

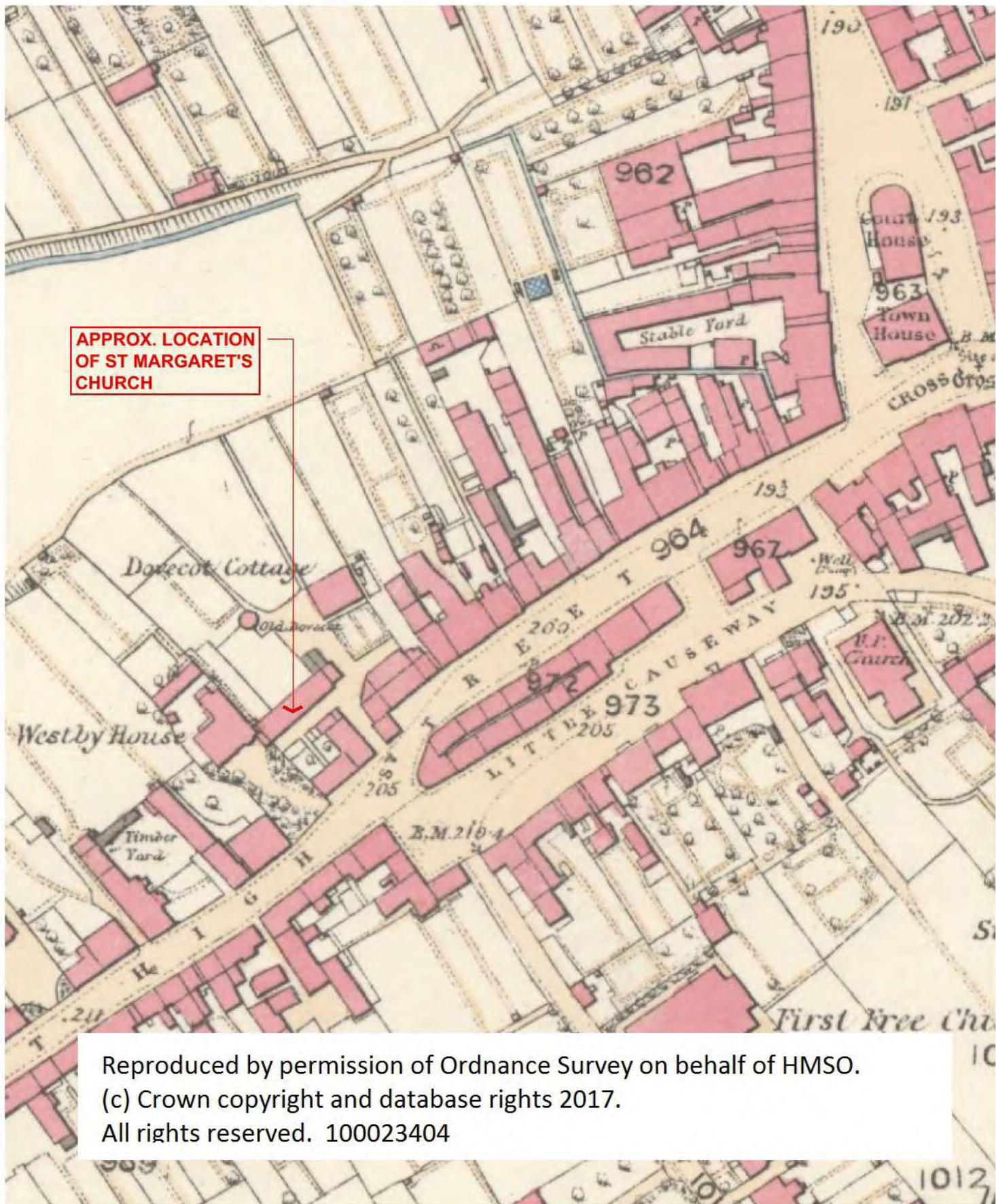
Drawing No. 3984-EX-302







WEST HIGH STREET, FORFAR  
CIRCA 1822

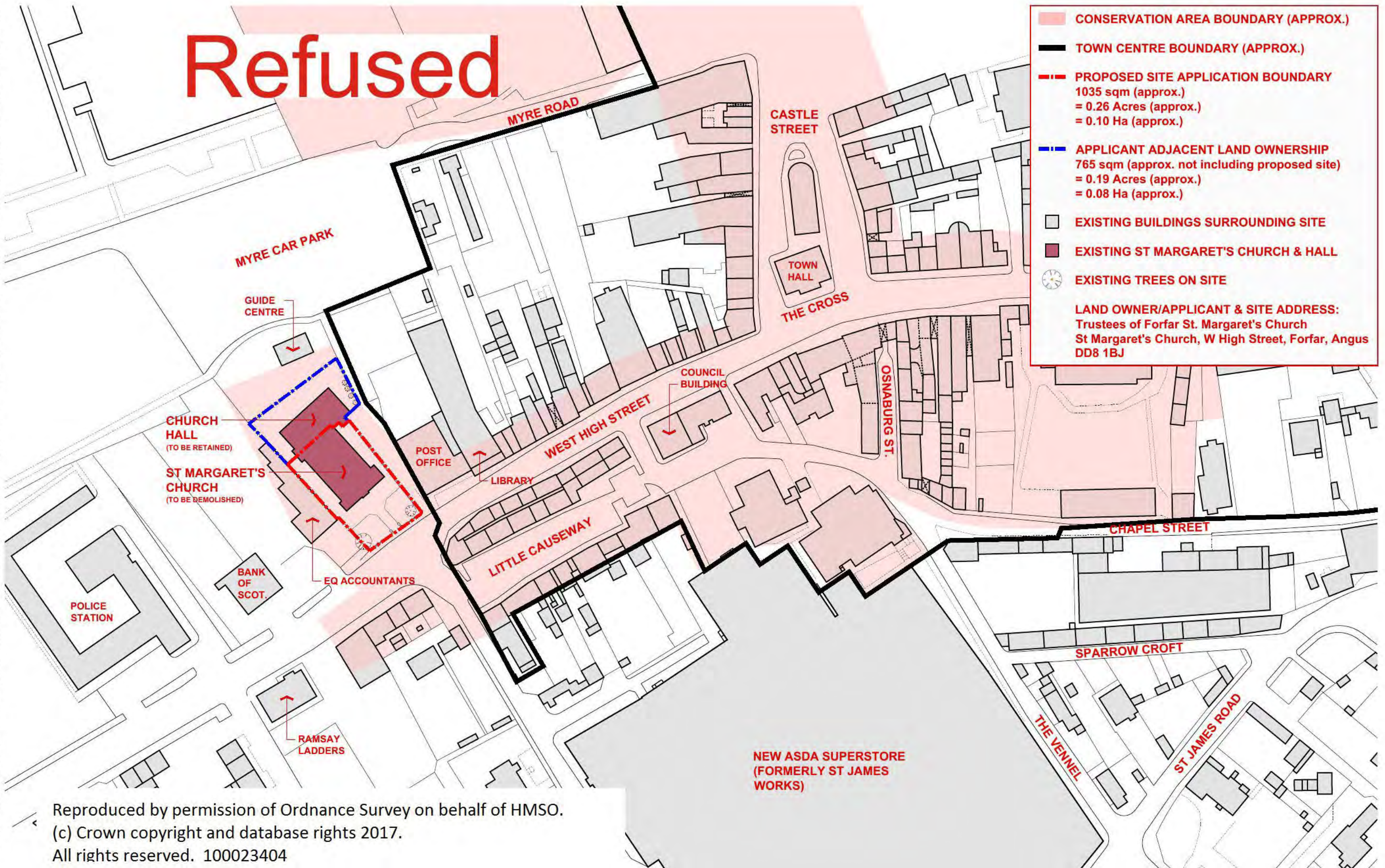


WEST HIGH STREET, FORFAR  
CIRCA 1861





# Refused



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Existing Location Plan

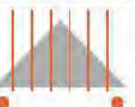
PLANNING  
1:1250 @ A3

Drawing No. 3984-EX-100

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church



James F Stephen Architects  
Tel. 01307 475000 www.jfsa.co.uk © JFS Architects LLP







County Buildings Market Street Forfar DD8 3LG Tel: 01307 461 460 Fax: 01307 461 895 Email: [plnprocessing@angus.gov.uk](mailto:plnprocessing@angus.gov.uk)

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100050376-001

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

## Type of Application

What is this application for? Please select one of the following: \*

- ☒ Application for planning permission (including changes of use and surface mineral working).
- ☐ Application for planning permission in principle.
- ☐ Further application, (including renewal of planning permission, modification, variation or removal of a planning condition etc)
- ☐ Application for Approval of Matters specified in conditions.

## Description of Proposal

Please describe the proposal including any change of use: \* (Max 500 characters)

Proposed new build Community Church Facility to be erected on the site of the existing Sanctuary at St. Margaret's Church, Forfar.

Is this a temporary permission? \*

☐ Yes ☒ No

If a change of use is to be included in the proposal has it already taken place?  
(Answer 'No' if there is no change of use.) \*

☐ Yes ☒ No

Has the work already been started and/or completed? \*

☒ No ☐ Yes – Started ☐ Yes - Completed

## Applicant or Agent Details

Are you an applicant or an agent? \* (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

☐ Applicant ☒ Agent

## Agent Details

Please enter Agent details

Company/Organisation:	James F Stephen Architects		
Ref. Number:		You must enter a Building Name or Number, or both: *	
First Name: *	James F	Building Name:	Milton Studio
Last Name: *	Stephen	Building Number:	
Telephone Number: *	01307 475000	Address 1 (Street): *	Glamis
Extension Number:		Address 2:	
Mobile Number:		Town/City: *	Angus
Fax Number:		Country: *	Scotland
		Postcode: *	DD8 1RG
Email Address: *	planning@jfsa.co.uk		
Is the applicant an individual or an organisation/corporate entity? *			
<input type="checkbox"/> Individual <input checked="" type="checkbox"/> Organisation/Corporate entity			

## Applicant Details

Please enter Applicant details

Title:	Other	You must enter a Building Name or Number, or both: *	
Other Title:	Trustees St. Margarets Church	Building Name:	St. Margarets Church
First Name: *		Building Number:	
Last Name: *		Address 1 (Street): *	St. Margarets Church
Company/Organisation	The Trustees of Forfar St. Margarets	Address 2:	West High Street
Telephone Number: *		Town/City: *	Forfar
Extension Number:		Country: *	Scotland
Mobile Number:		Postcode: *	DD8 1BJ
Fax Number:			
Email Address: *			



## Site Address Details

Planning Authority:

Angus Council

Full postal address of the site (including postcode where available):

Address 1:

ST MARGARETS CHURCH

Address 2:

62 WEST HIGH STREET

Address 3:

Address 4:

Address 5:

Town/City/Settlement:

FORFAR

Post Code:

DD8 1BJ

Please identify/describe the location of the site or sites

Northing

750556

Easting

345447

## Pre-Application Discussion

Have you discussed your proposal with the planning authority? \*

☒ Yes ☐ No

## Pre-Application Discussion Details Cont.

In what format was the feedback given? \*

☒ Meeting ☒ Telephone ☐ Letter ☒ Email

Please provide a description of the feedback you were given and the name of the officer who provided this feedback. If a processing agreement [note 1] is currently in place or if you are currently discussing a processing agreement with the planning authority, please provide details of this. (This will help the authority to deal with this application more efficiently.) \* (max 500 characters)

Various correspondences (emails / phone calls) and meetings have taken place with Angus Council and Historic Scotland in relation to the Project. Most recently an email was received from Angus Council on 11 November 2016 listing all planning policies Angus Council consider are relevant to this planning submission

Title:

Mr

Other title:

First Name:

James

Last Name:

Wright

Correspondence Reference  
Number:

16/00755/PREAPP

Date (dd/mm/yyyy):

11/11/2016

Note 1. A Processing agreement involves setting out the key stages involved in determining a planning application, identifying what information is required and from whom and setting timescales for the delivery of various stages of the process.

## Site Area

Please state the site area:

1035.00

Please state the measurement type used:

☐

Hectares (ha)

☒

Square Metres (sq.m)

## Existing Use

Please describe the current or most recent use: \* (Max 500 characters)

Existing Sanctuary at St. Margaret's Church Forfar

## Access and Parking

Are you proposing a new altered vehicle access to or from a public road? \*

☒

Yes

☐

No

If Yes please describe and show on your drawings the position of any existing. Altered or new access points, highlighting the changes you propose to make. You should also show existing footpaths and note if there will be any impact on these.

Are you proposing any change to public paths, public rights of way or affecting any public right of access? \*

☐

Yes

☒

No

If Yes please show on your drawings the position of any affected areas highlighting the changes you propose to make, including arrangements for continuing or alternative public access.

How many vehicle parking spaces (garaging and open parking) currently exist on the application Site?

3

How many vehicle parking spaces (garaging and open parking) do you propose on the site (i.e. the Total of existing and any new spaces or a reduced number of spaces)? \*

3

Please show on your drawings the position of existing and proposed parking spaces and identify if these are for the use of particular types of vehicles (e.g. parking for disabled people, coaches, HGV vehicles, cycles spaces).

## Water Supply and Drainage Arrangements

Will your proposal require new or altered water supply or drainage arrangements? \*

☒

Yes

☐

No

Are you proposing to connect to the public drainage network (eg. to an existing sewer)? \*

☒

Yes – connecting to public drainage network

☐

No – proposing to make private drainage arrangements

☐

Not Applicable – only arrangements for water supply required

Do your proposals make provision for sustainable drainage of surface water?? \*  
(e.g. SUDS arrangements) \*

☐

Yes

☒

No

Note:-

Please include details of SUDS arrangements on your plans

Selecting 'No' to the above question means that you could be in breach of Environmental legislation.



Are you proposing to connect to the public water supply network? \*

- ☒ Yes  
☐ No, using a private water supply  
☐ No connection required

If No, using a private water supply, please show on plans the supply and all works needed to provide it (on or off site).

## Assessment of Flood Risk

Is the site within an area of known risk of flooding? \*

☐ Yes ☒ No ☐ Don't Know

If the site is within an area of known risk of flooding you may need to submit a Flood Risk Assessment before your application can be determined. You may wish to contact your Planning Authority or SEPA for advice on what information may be required.

Do you think your proposal may increase the flood risk elsewhere? \*

☐ Yes ☒ No ☐ Don't Know

## Trees

Are there any trees on or adjacent to the application site? \*

☒ Yes ☐ No

If Yes, please mark on your drawings any trees, known protected trees and their canopy spread close to the proposal site and indicate if any are to be cut back or felled.

## Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste (including recycling)? \*

☒ Yes ☐ No

If Yes or No, please provide further details: \* (Max 500 characters)

Please see enclosed/attached drawings for position of proposed refuse area

## Residential Units Including Conversion

Does your proposal include new or additional houses and/or flats? \*

☐ Yes ☒ No

## All Types of Non Housing Development – Proposed New Floorspace

Does your proposal alter or create non-residential floorspace? \*

☒ Yes ☐ No

## All Types of Non Housing Development – Proposed New Floorspace Details

For planning permission in principle applications, if you are unaware of the exact proposed floorspace dimensions please provide an estimate where necessary and provide a fuller explanation in the 'Don't Know' text box below.

Please state the use type and proposed floorspace (or number of rooms if you are proposing a hotel or residential institution): \*

Class 11 Assembly and Leisure

Gross (proposed) floorspace (In square meters, sq.m) or number of new (additional) Rooms (If class 7, 8 or 8a): \*

550

If Class 1, please give details of internal floorspace:

Net trading spaces:

Non-trading space:

Total:

If Class 'Not in a use class' or 'Don't know' is selected, please give more details: (Max 500 characters)

## Schedule 3 Development

Does the proposal involve a form of development listed in Schedule 3 of the Town and Country Planning (Development Management Procedure (Scotland) Regulations 2013 \*

☐ Yes ☒ No ☐ Don't Know

If yes, your proposal will additionally have to be advertised in a newspaper circulating in the area of the development. Your planning authority will do this on your behalf but will charge you a fee. Please check the planning authority's website for advice on the additional fee and add this to your planning fee.

If you are unsure whether your proposal involves a form of development listed in Schedule 3, please check the Help Text and Guidance notes before contacting your planning authority.

## Planning Service Employee/Elected Member Interest

Is the applicant, or the applicant's spouse/partner, either a member of staff within the planning service or an elected member of the planning authority? \*

☐ Yes ☒ No

## Certificates and Notices

CERTIFICATE AND NOTICE UNDER REGULATION 15 – TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (SCOTLAND) REGULATION 2013

One Certificate must be completed and submitted along with the application form. This is most usually Certificate A, Form 1, Certificate B, Certificate C or Certificate E.

Are you/the applicant the sole owner of ALL the land? \*

☒ Yes ☐ No

Is any of the land part of an agricultural holding? \*

☐ Yes ☒ No

## Certificate Required

The following Land Ownership Certificate is required to complete this section of the proposal:

Certificate A



# Land Ownership Certificate

Certificate and Notice under Regulation 15 of the Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013

Certificate A

I hereby certify that –

(1) - No person other than myself/the applicant was an owner (Any person who, in respect of any part of the land, is the owner or is the lessee under a lease thereof of which not less than 7 years remain unexpired.) of any part of the land to which the application relates at the beginning of the period of 21 days ending with the date of the accompanying application.

(2) - None of the land to which the application relates constitutes or forms part of an agricultural holding

Signed: James F Stephen

On behalf of: The Trustees of Forfar St. Margarets Church

Date: 17/05/2017

☒ Please tick here to certify this Certificate. \*

## Checklist – Application for Planning Permission

Town and Country Planning (Scotland) Act 1997

The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013

Please take a few moments to complete the following checklist in order to ensure that you have provided all the necessary information in support of your application. Failure to submit sufficient information with your application may result in your application being deemed invalid. The planning authority will not start processing your application until it is valid.

a) If this is a further application where there is a variation of conditions attached to a previous consent, have you provided a statement to that effect? \*

☐ Yes ☐ No ☒ Not applicable to this application

b) If this is an application for planning permission or planning permission in principle where there is a crown interest in the land, have you provided a statement to that effect? \*

☐ Yes ☐ No ☒ Not applicable to this application

c) If this is an application for planning permission, planning permission in principle or a further application and the application is for development belonging to the categories of national or major development (other than one under Section 42 of the planning Act), have you provided a Pre-Application Consultation Report? \*

☐ Yes ☐ No ☒ Not applicable to this application

Town and Country Planning (Scotland) Act 1997

The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013

d) If this is an application for planning permission and the application relates to development belonging to the categories of national or major developments and you do not benefit from exemption under Regulation 13 of The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013, have you provided a Design and Access Statement? \*

☐ Yes ☐ No ☒ Not applicable to this application

e) If this is an application for planning permission and relates to development belonging to the category of local developments (subject to regulation 13. (2) and (3) of the Development Management Procedure (Scotland) Regulations 2013) have you provided a Design Statement? \*

☒ Yes ☐ No ☐ Not applicable to this application

f) If your application relates to installation of an antenna to be employed in an electronic communication network, have you provided an ICNIRP Declaration? \*

☐ Yes ☐ No ☒ Not applicable to this application

g) If this is an application for planning permission, planning permission in principle, an application for approval of matters specified in conditions or an application for mineral development, have you provided any other plans or drawings as necessary:

- ☒ Site Layout Plan or Block plan.
- ☒ Elevations.
- ☒ Floor plans.
- ☒ Cross sections.
- ☒ Roof plan.
- ☐ Master Plan/Framework Plan.
- ☒ Landscape plan.
- ☒ Photographs and/or photomontages.
- ☒ Other.

If Other, please specify: \* (Max 500 characters)

Existing drawings Historical Maps Demolition Plan 3D images

Provide copies of the following documents if applicable:

- |                                                                                        |                                                                      |
|----------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| A copy of an Environmental Statement. *                                                | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |
| A Design Statement or Design and Access Statement. *                                   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A |
| A Flood Risk Assessment. *                                                             | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |
| A Drainage Impact Assessment (including proposals for Sustainable Drainage Systems). * | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |
| Drainage/SUDS layout. *                                                                | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |
| A Transport Assessment or Travel Plan                                                  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |
| Contaminated Land Assessment. *                                                        | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |
| Habitat Survey. *                                                                      | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A |
| A Processing Agreement. *                                                              | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |

Other Statements (please specify). (Max 500 characters)

## Declare – For Application to Planning Authority

I, the applicant/agent certify that this is an application to the planning authority as described in this form. The accompanying Plans/drawings and additional information are provided as a part of this application.

Declaration Name: Mr James F Stephen

Declaration Date: 18/05/2017

## Payment Details

Cheque: Forfar St. Margaret's church, 014138

Created: 19/05/2017 15:26



# Refused





# Refused



Proposed 3D Image 02

PLANNING  
NTS @ A3

Drawing No. 3984-SD-B-601





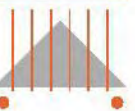
# Refused



Proposed 3D Image 03

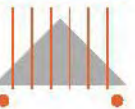
PLANNING  
NTS @ A3

Drawing No. 3984-SD-B-602



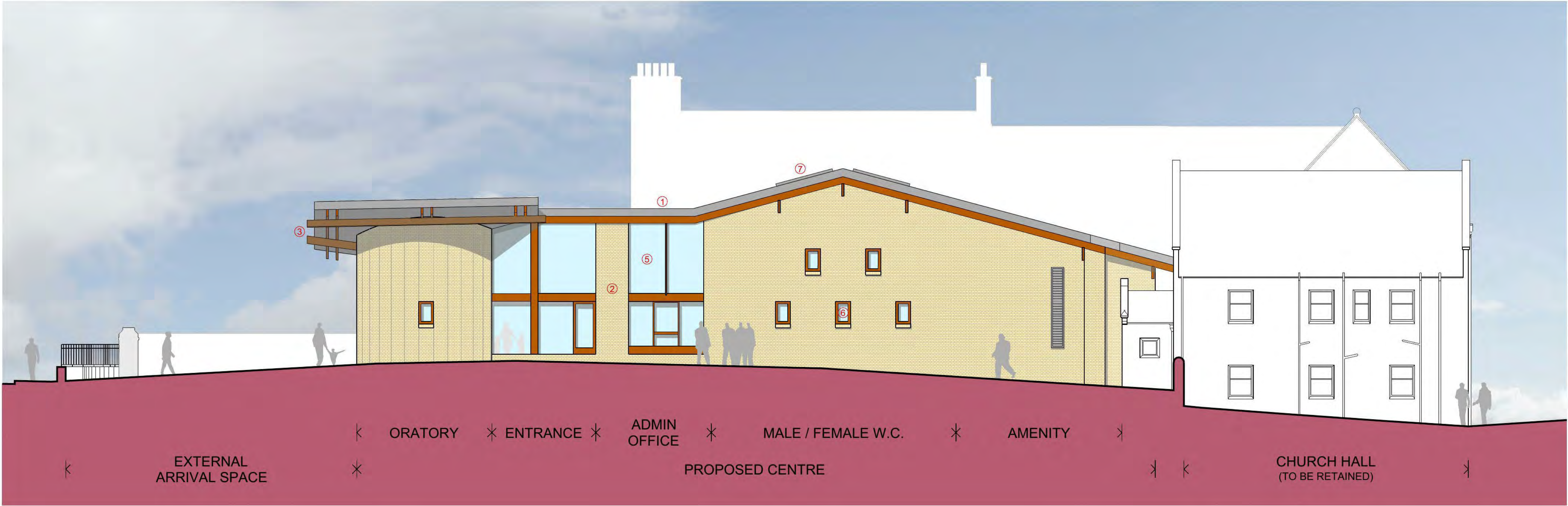


# Refused

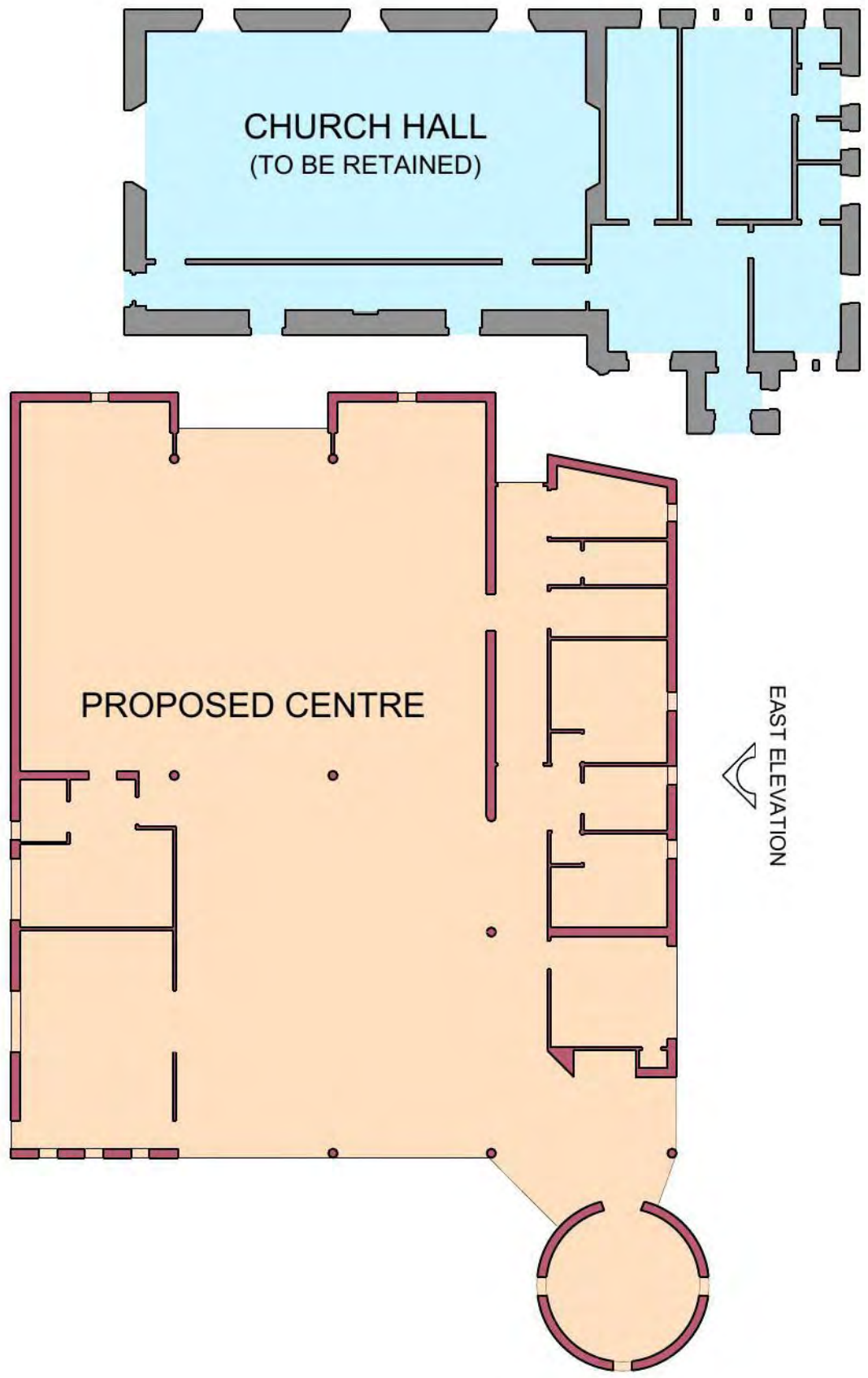




Refused



PROPOSED EAST ELEVATION  
SCALE 1:100



SECTION KEY PLAN  
NTS



PROPOSED WEST ELEVATION  
SCALE 1:100

- NOTES:**
- FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.
- MATERIALS KEY:**
- 1. STANDING SEAM METAL ROOF (COLOUR TBC)
  - 2. BUFF COLOURED FACING BRICK FACADE
  - 3. H.W. BEAMS (STAINED & TREATED, COLOUR TBC)
  - 4. H.W. COLUMNS (STAINED & TREATED, COLOUR TBC)
  - 5. DOUBLE GLAZED (LOW E) CLEAR GLAZED HIGH PERFORMANCE SCREENS
  - 6. DOUBLE GLAZED (LOW E) HIGH PERFORMANCE WINDOWS & DOORS
  - 7. PROPRIETRY STYLE GLAZING SYSTEM TO INCORPORATE HERITAGE COLOURS (COLOUR TBC)
- (ALL MATERIALS TO BE EQUAL & OR APPROVED)

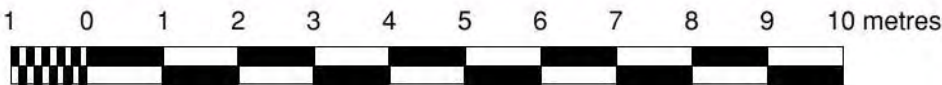
Refused

Proposed East & West Elevations

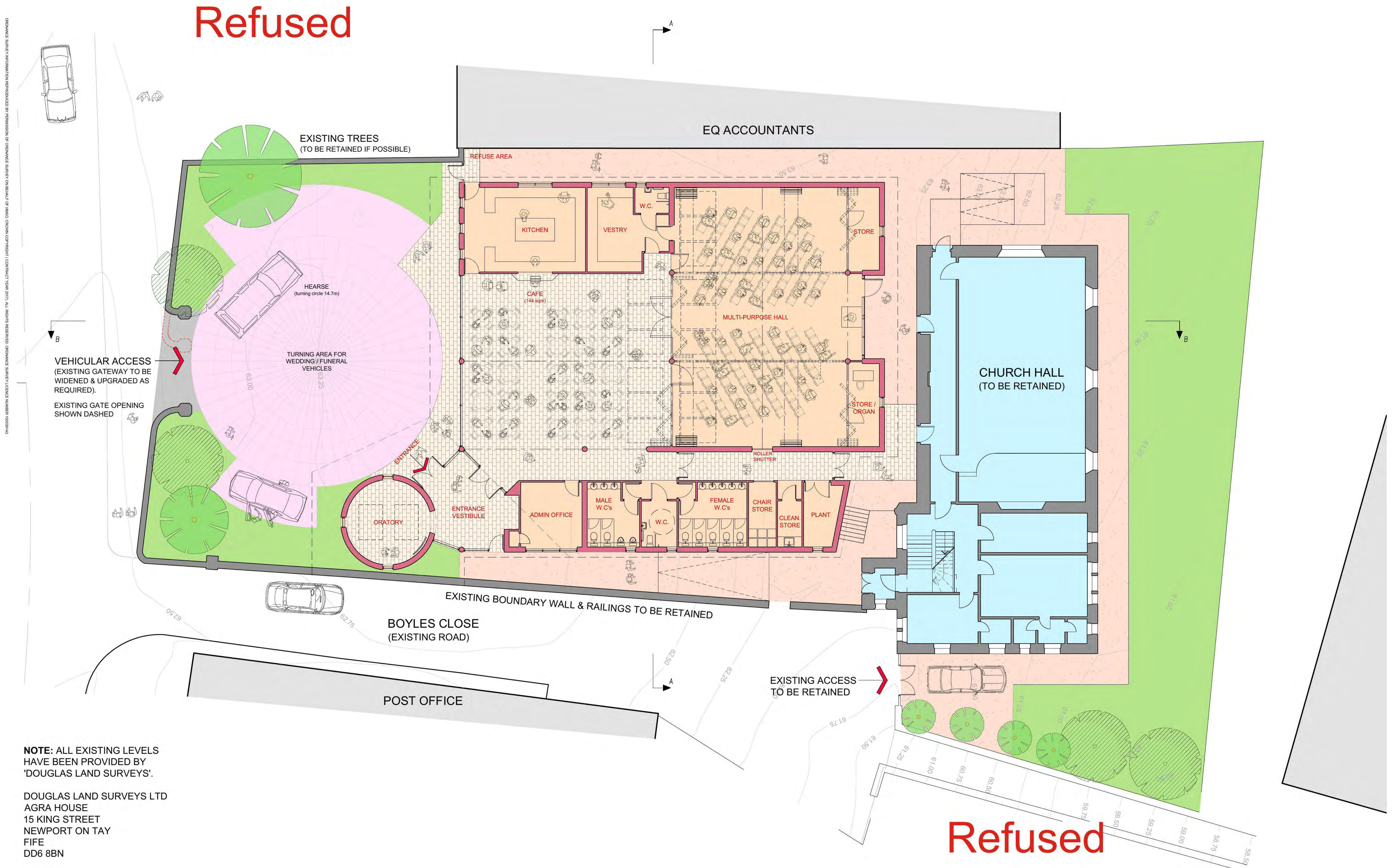
PLANNING  
1:100 @ A1

Drawing No. 3984-SD-B-501

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church



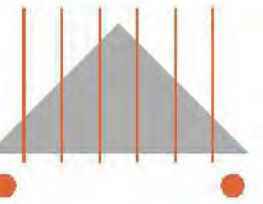
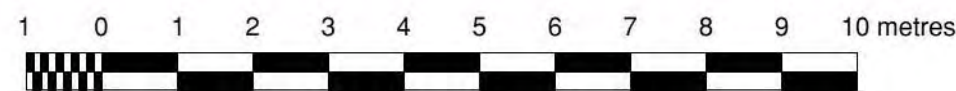
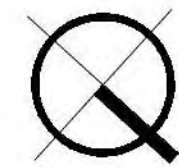




Proposed Ground Floor Plan

PLANNING  
1:100 @ A1

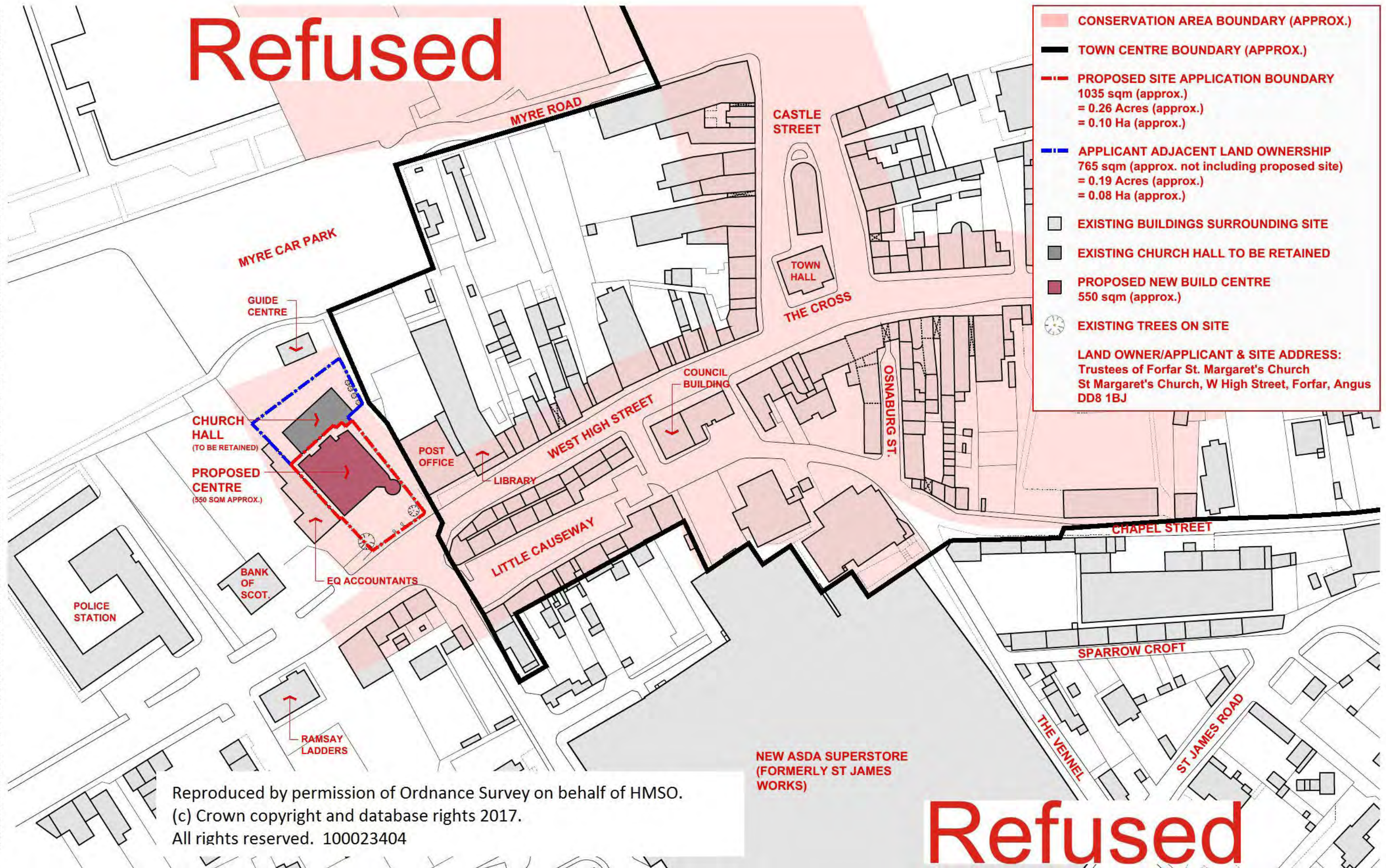
Drawing No. 3984-SD-B-301





# Refused

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# Refused

Proposed Location Plan

PLANNING  
1:1250 @ A3

Drawing No. 3984-SD-B-101

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church



James F Stephen Architects  
Tel. 01307 475000 www.jfsa.co.uk © JFS Architects LLP



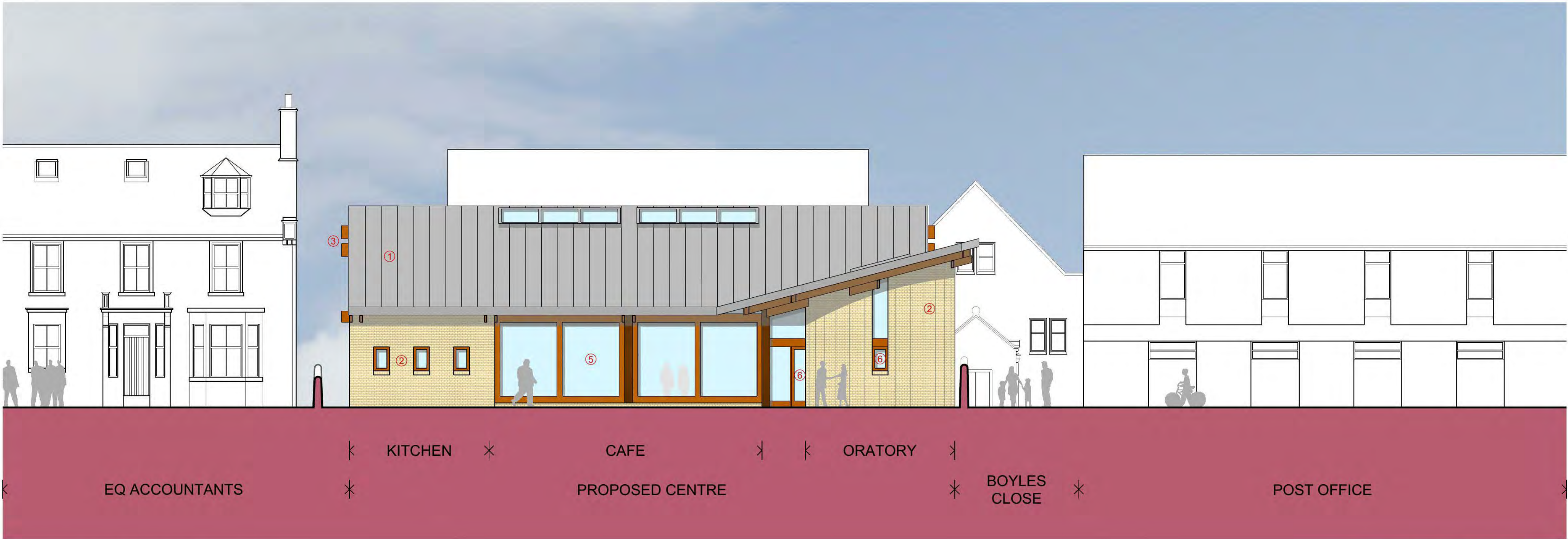


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Refused



PROPOSED NORTH ELEVATION  
SCALE 1:100



PROPOSED SOUTH ELEVATION  
SCALE 1:100



SECTION KEY PLAN  
NTS

- NOTES:**
- FOR EXTENT OF DEMOLITION WORKS PLEASE REFER TO DRAWING '3984-EX-310'.
- MATERIALS KEY:**
1. STANDING SEAM METAL ROOF (COLOUR TBC)
  2. BUFF COLOURED FACING BRICK FACADE
  3. H.W. BEAMS (STAINED & TREATED, COLOUR TBC)
  4. H.W COLUMNS (STAINED & TREATED, COLOUR TBC)
  5. DOUBLE GLAZED (LOW E) CLEAR GLAZED HIGH PERFORMANCE SCREENS
  6. DOUBLE GLAZED (LOW E) HIGH PERFORMANCE WINDOWS & DOORS
  7. PROPRIETRY STYLE GLAZING SYSTEM TO INCORPORATE HERITAGE COLOURS (COLOUR TBC)
- (ALL MATERIALS TO BE EQUAL & OR APPROVED)

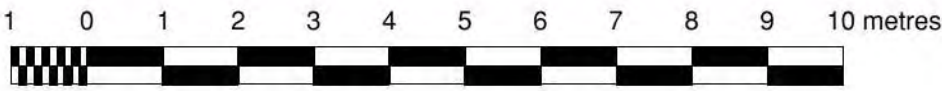
Refused

Proposed North & South Elevations

PLANNING  
1:100 @ A1

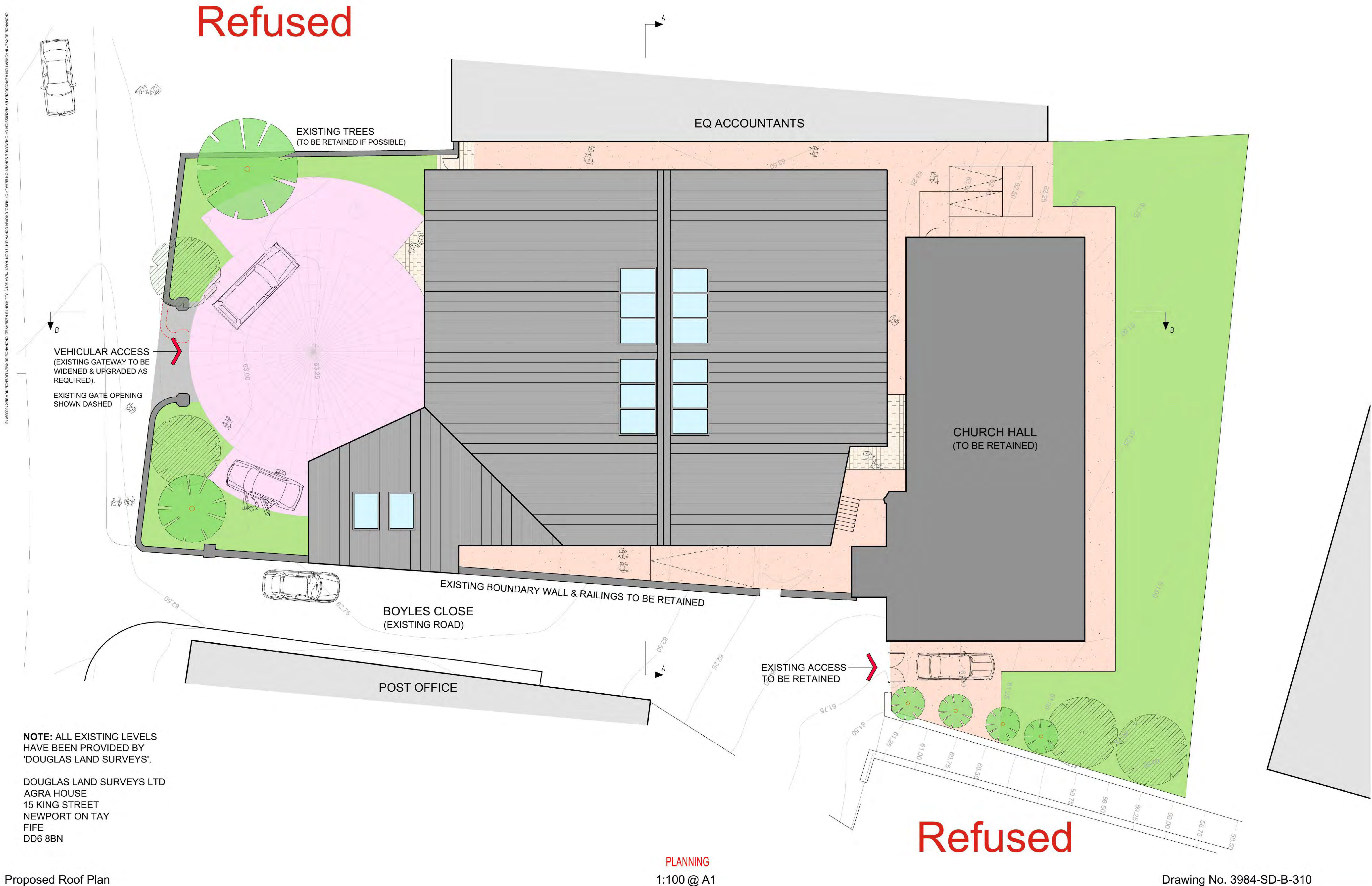
Drawing No. 3984-SD-B-500

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church

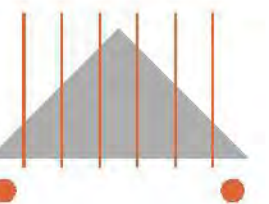
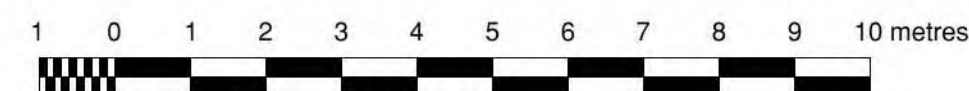
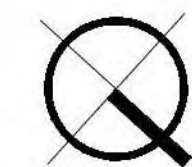




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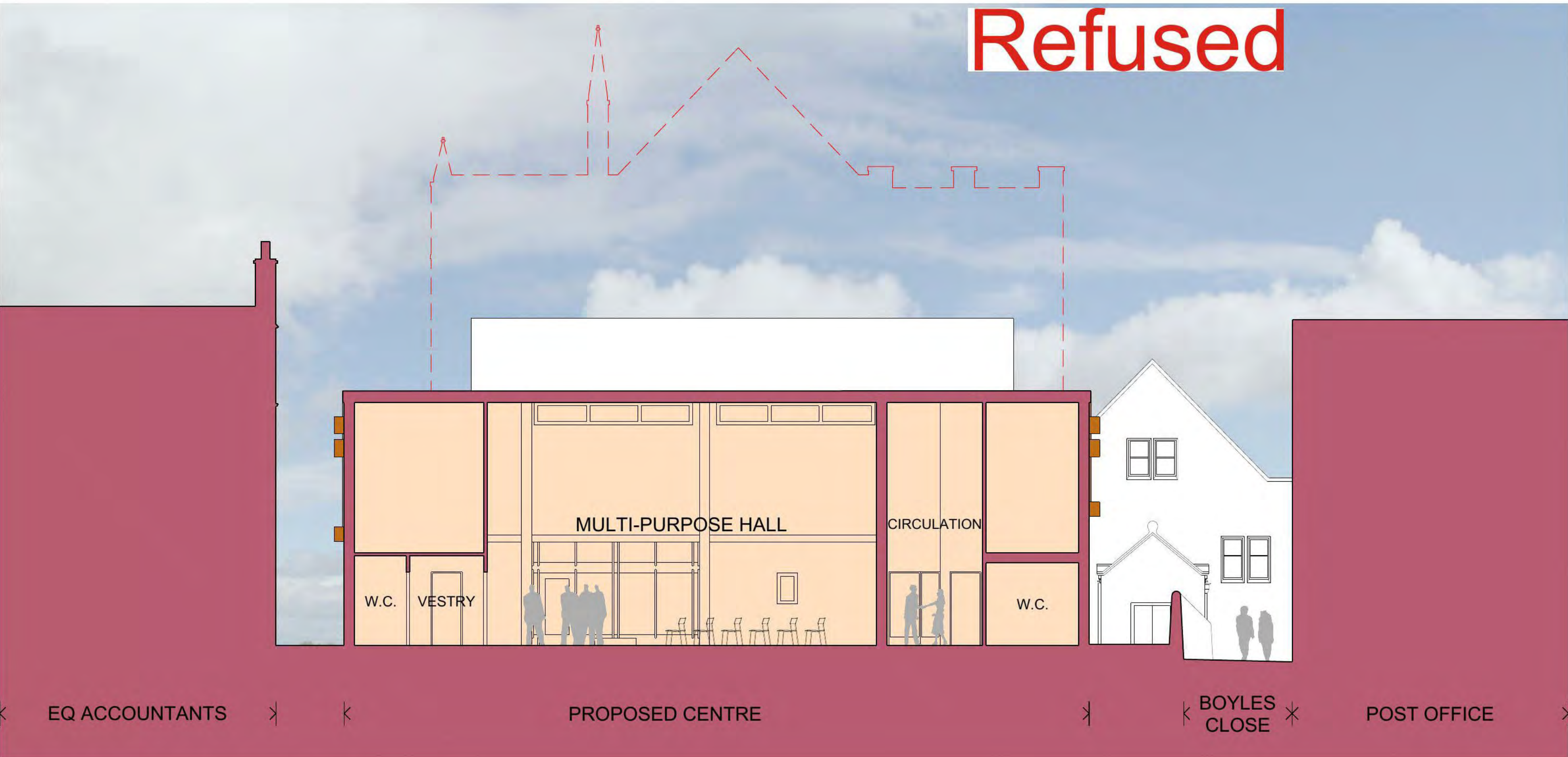


Proposed Roof Plan

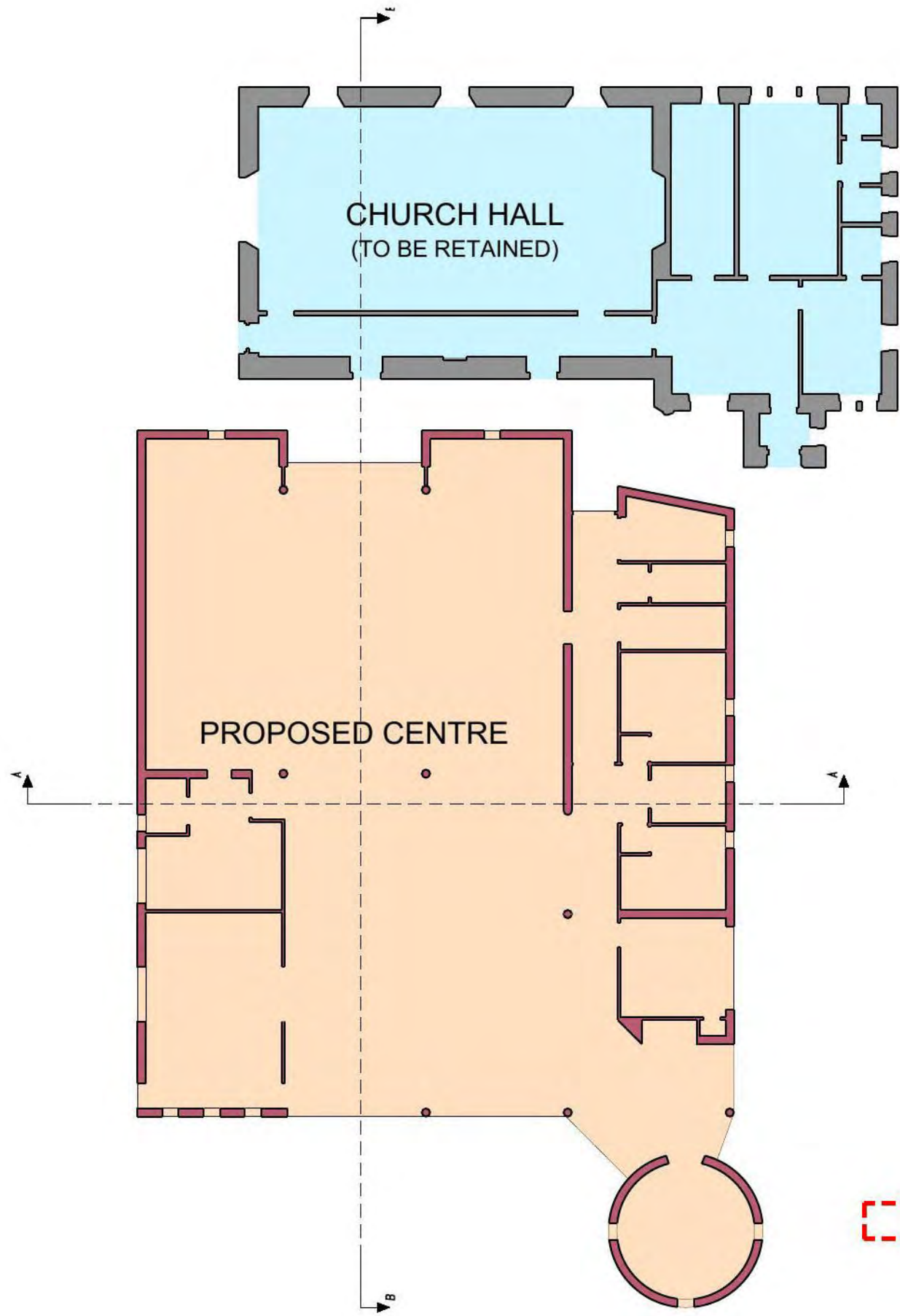




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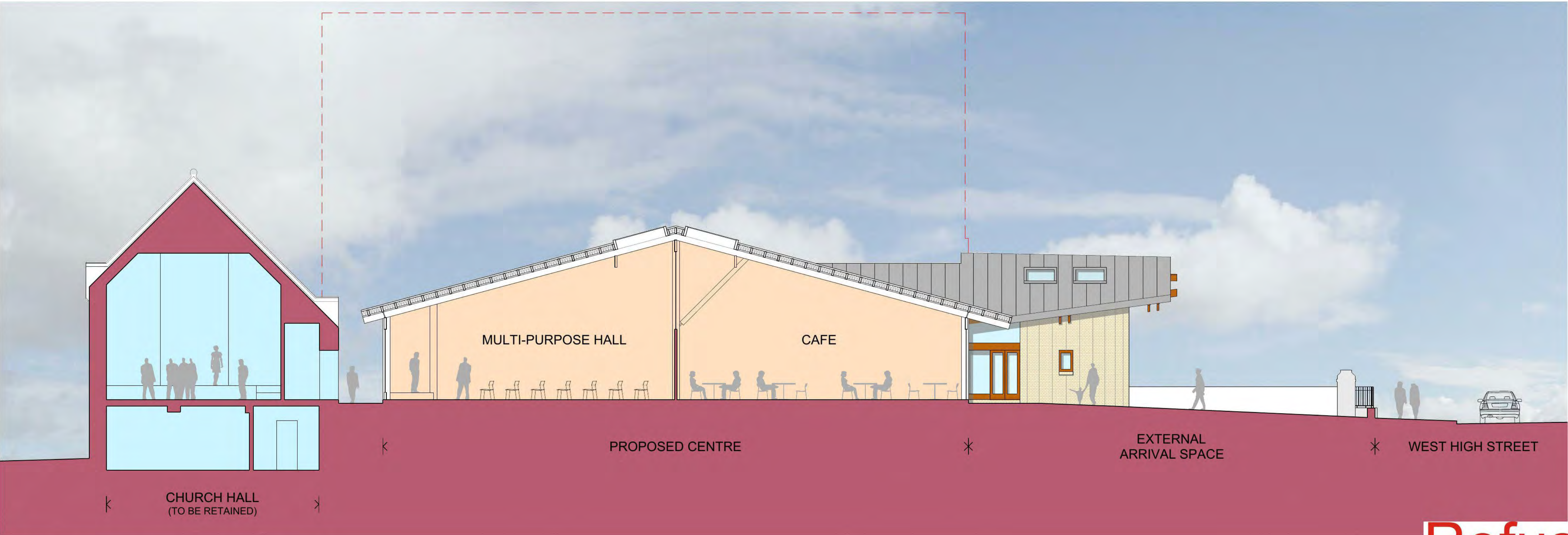
PROPOSED CROSS SECTION A-A  
SCALE 1:100



SECTION KEY PLAN  
NTS

**NOTES:**  
FOR EXTENT OF DEMOLITION  
WORKS PLEASE REFER TO  
DRAWING '3984-EX-310'.

**EXISTING ST MARGARET'S CHURCH  
(TO BE DEMOLISHED)**



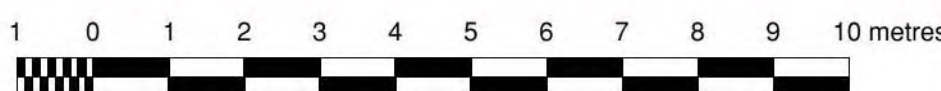
PROPOSED LONGITUDINAL SECTION B-B  
SCALE 1:100

Proposed Longitudinal & Cross Sections

PLANNING  
1:100 @ A1

Drawing No. 3984-SD-B-401

Proposed New Centre at St Margaret's Church Forfar  
for The Trustees of Forfar St. Margaret's Church





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Refused

MYRE CAR PARK

GUIDE CENTRE

CHURCH HALL  
(TO BE RETAINED)

DELIVERY YARD

EXISTING BOUNDARY  
WALL & RALININGS  
TO BE RETAINED

BOYLES  
CLOSE  
(EXISTING  
ROAD)

POST OFFICE

LIBRARY

WEST HIGH STREET

LITTLE CAUSEWAY

Refused

VEHICULAR MOVEMENT

PROPOSED CENTRE  
(550 SQM APPROX.)

EQ ACCOUNTANTS

EXISTING TREES  
(TO BE RETAINED IF POSSIBLE)

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**PROPOSED SITE APPLICATION BOUNDARY**  
1035 sqm approx  
= 0.26 Acres  
= 0.10 Ha

**APPLICANT ADJACENT LAND OWNERSHIP**  
765 sqm (approx. not including proposed site)  
= 0.19 Acres (approx.)  
= 0.08 Ha (approx.)

**EXISTING BUILDINGS**

**EXISTING CHURCH HALL TO BE RETAINED**

**PROPOSED NEW BUILD CENTRE**  
550 sqm (approx.)

**EXISTING TREES ON SITE**

**NEW TREES ON SITE (SPECIES/POSITIONS/NO. TBC)**

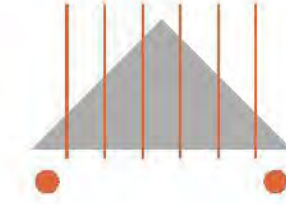
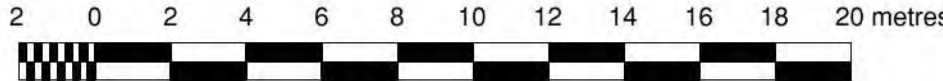
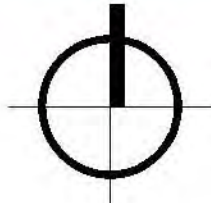
**LISTED BUILDINGS / ASPECTS IN CONTEXT**

**LAND OWNER/APPLICANT & SITE ADDRESS:**  
Trustees of Forfar St. Margaret's Church  
St Margaret's Church, W High Street, Forfar, Angus  
DD8 1BJ

Proposed Site Plan

PLANNING  
1:200 @ A1

Drawing No. 3984-SD-B-100





**ST MARGARETS CHURCH FORFAR****FEASIBILITY STUDY APRIL 2015 - Updated to December 2017****POSSIBLE NEW BUILD PROJECT DEVELOPMENT COST**

Demolition and clearance of existing St Margarets Church Building		£45,000
Estimated works cost of construction of the new Church Building		£900,000
Professional Fees including Architects, Engineers, Quantity Surveyors and CDM Co-ordinator	@ 14%	£132,300
VAT on Professional Fees	@ 20%	£26,460
Planning Permission and Warrant Fees		£10,000
Land Purchase Cost		Nil
Fittings and Furnishings, etc		£35,000
<b>POSSIBLE TOTAL DEVELOPMENT COST</b>		<b>£1,148,760</b>
Inflationary increase since April 15		£86,140
<b>CURRENT POSSIBLE TOTAL DEVELOPMENT COST</b>		<b>£1,234,900</b>

**Notes :**

1. It has been assumed that the new building will be zero rated for VAT purposes as it is a Church building.
2. As no detail investigations have been undertaken it has been assumed at present that the ground conditions are such that the building may be constructed with normal foundations.
3. It has been assumed that services connections can be made locally at reasonable costs and that the drainage capacity is sufficient for the scheme without the addition of major off site works.
4. An allowance has been made in the costings for loose fittings, furniture or equipment.
5. It has been assumed that for this scheme there will be no land cost for the existing site
6. The costs are based on present day tender prices and an addition may be required to project the costs to a proposed tender date.
7. The budget cost is based on sketch design proposals and an assumed specification and should be used with caution to give an indication of the likely cost of the works rather than as a firm estimate



ANGUS COUNCIL



TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997  
(AS AMENDED)  
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)  
(SCOTLAND)  
REGULATIONS 2013

PLANNING PERMISSION REFUSAL  
REFERENCE : 17/00422/FULL

To **Trustees St. Margarets Church**  
**c/o James F Stephen**  
**Milton Studio**  
**GLAMIS**  
**Angus**  
**DD8 1RG**

With reference to your application dated 2 June 2017 for planning permission under the above mentioned Acts and Regulations for the following development, viz:-

**Demolition of Existing Church and Erection of Proposed New Build Community Church Facility at St Margarets Church 62 West High Street Forfar DD8 1BJ for Trustees St. Margarets Church**

The Angus Council in exercise of their powers under the above mentioned Acts and Regulations hereby **Refuse Planning Permission (Delegated Decision)** for the said development in accordance with the particulars given in the application and plans docketed as relative hereto in paper or identified as refused on the Public Access portal.

**The reasons for the Council's decision are:-**

- 1 The demolition of St Margaret's Church would have a significant detrimental impact on the character and appearance of Forfar Conservation Area contrary to the Scottish Planning Policy (2014).
- 2 That the demolition of St Margaret's Church and its replacement with a modern building is contrary to Policy PV8 of the Angus Local Development Plan (2016) because the historic environment value of the site would be compromised; and it has not been demonstrated that the economic and social benefits of the development outweigh the historic environment value currently provided by St Margaret's Church. Furthermore, it has not been demonstrated that the economic and social benefits sought by the proposed replacement building cannot be delivered in a manner which would retain the historic environment value currently provided by St Margaret's Church.
- 3 That the design, external materials and detailing of the proposed replacement building is contrary to Policy DS3 of the Angus Local Development Plan (2016) because it does not deliver a high standard of design which draws upon existing positive townscape features in the area and it would not fit with the character of development in the surrounding area.
- 4 That the application is contrary to Policy DS1 of the Angus Local Development Plan (2016) because the proposed replacement building would not be of a scale or nature appropriate to its location within Forfar Conservation Area and because the proposal is contrary to other policies of the plan, namely policies PV8 and DS3.

**Amendments:**

The application has not been subject of variation.

Dated this **28 September 2017**

Kate Cowey - Service Manager  
Angus Council  
Communities  
Planning  
County Buildings  
Market Street  
FORFAR  
DD8 3LG



## Planning Decisions – Guidance Note

**Please retain – this guidance forms part of your Decision Notice**

You have now received your Decision Notice. This guidance note sets out important information regarding appealing or reviewing your decision. There are also new requirements in terms of notifications to the Planning Authority and display notices on-site for certain types of application. You will also find details on how to vary or renew your permission.

**Please read the notes carefully to ensure effective compliance with the new regulations.**

### DURATION

This permission will lapse 3 years from the date of this decision, unless there is a specific condition relating to the duration of the permission or development has commenced by that date.

## PLANNING DECISIONS

### Decision Types and Appeal/Review Routes

The 'decision type' as specified in your decision letter determines the appeal or review route. The route to do this is dependent on the how the application was determined. Please check your decision letter and choose the appropriate appeal/review route in accordance with the table below. Details of how to do this are included in the guidance.

Determination Type	What does this mean?	Appeal/Review Route
<b>Development Standards Committee/Full Council</b>	National developments, major developments and local developments determined at a meeting of the Development Standards Committee or Full Council whereby relevant parties and the applicant were given the opportunity to present their cases before a decision was reached.	<b>DPEA (appeal to Scottish Ministers)</b> – See details on attached Form 1
<b>Delegated Decision</b>	Local developments determined by the Service Manager through delegated powers under the statutory scheme of delegation. These applications may have been subject to less than five representations, minor breaches of policy or may be refusals.	<b>Local Review Body –</b> See details on attached Form 2
<b>Other Decision</b>	All decisions other than planning permission or approval of matters specified in condition. These include decisions relating to Listed Building Consent, Advertisement Consent, Conservation Area Consent and Hazardous Substances Consent.	<b>DPEA (appeal to Scottish Ministers)</b> – See details on attached Form 1

## NOTICES

### **Notification of initiation of development (NID)**

Once planning permission has been granted and the applicant has decided the date they will commence that development they must inform the Planning Authority of that date. The notice must be submitted before development commences – failure to do so would be a breach of planning control. The relevant form is included with this guidance note.

### **Notification of completion of development (NCD)**

Once a development for which planning permission has been given has been completed the applicant must, as soon as practicable, submit a notice of completion to the planning authority. Where development is carried out in phases there is a requirement for a notice to be submitted at the conclusion of each phase. The relevant form is included with this guidance note.

### **Display of Notice while development is carried out**

For national, major or 'bad neighbour' developments (such as public houses, hot food shops or scrap yards), the developer must, for the duration of the development, display a sign or signs containing prescribed information.

The notice must be in the prescribed form and:-

- displayed in a prominent place at or in the vicinity of the site of the development;
- readily visible to the public; and
- printed on durable material.

A display notice is included with this guidance note.

Should you have any queries in relation to any of the above, please contact:

Angus Council  
Communities  
Planning  
County Buildings  
Market Street  
Forfar  
Angus  
DD8 3LG

Telephone 01307 473212 / 473207 / 473335

E-mail: [planning@angus.gov.uk](mailto:planning@angus.gov.uk)

Website: [www.angus.gov.uk](http://www.angus.gov.uk)





## **TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 (AS AMENDED)**

### **The Town & Country Planning (Development Management Procedure) (Scotland) Regulations 2013 – Schedule to Form 1**

*Notification to be sent to applicant on refusal of planning permission  
or on the grant of permission subject to conditions decided by Angus Council*

1. If the applicant is aggrieved by the decision of the planning authority-

- a) to refuse permission for the proposed development;
- b) to refuse approval, consent or agreement required by condition imposed on a grant of planning permission;
- c) to grant planning permission or any approval, consent or agreement subject to conditions,

the applicant may appeal to the Scottish Ministers to review the case under section 47 of the Town and Country Planning (Scotland) Act 1997 within three months beginning with the date of this notice. The notice of appeal should be addressed to Directorate for Planning & Environmental Appeals, 4 The Courtyard, Callendar Business Park, Falkirk, FK1 1XR. Alternatively you can submit your appeal directly to DPEA using the national e-planning web site <https://eplanning.scotland.gov.uk>.

2. If permission to develop land is refused or granted subject to conditions and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by the carrying out of any development which has been or would be permitted, the owner of the land may serve on the planning authority a purchase notice requiring the purchase of the owner of the land's interest in the land in accordance with Part 5 of the Town and Country Planning (Scotland) Act 1997.



# TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 (AS AMENDED)

## **The Town & Country Planning (Development Management Procedure) (Scotland) Regulations 2013 – Schedule to Form 2**

*Notification to be sent to applicant on refusal of planning permission  
or on the grant of permission subject to conditions decided through  
Angus Council's Scheme of Delegation*

1. If the applicant is aggrieved by the decision of the planning authority-
  - a) to refuse permission for the proposed development;
  - b) to refuse approval, consent or agreement required by condition imposed on a grant of planning permission;
  - c) to grant planning permission or any approval, consent or agreement subject to conditions,

the applicant may require the planning authority to review the case under section 43A of the Town and Country Planning (Scotland) Act 1997 within three months beginning with the date of this notice. The notice of review should be addressed to Committee Officer, Angus Council, Resources, Legal & Democratic Services, Angus House, Orchardbank Business Park, Forfar, DD8 1AN.

A Notice of Review Form and guidance can be found on the national e-planning website <https://eplanning.scotland.gov.uk>. Alternatively you can return your Notice of Review directly to the local planning authority online on the same web site.

2. If permission to develop land is refused or granted subject to conditions and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by the carrying out of any development which has been or would be permitted, the owner of the land may serve on the planning authority a purchase notice requiring the purchase of the owner of the land's interest in the land in accordance with Part 5 of the Town and Country Planning (Scotland) Act 1997.



**COMMUNITIES Your experience with Planning**

Please indicate whether you agree or disagree with the following statements about your most recent experience of the Council's handling of the planning application in which you had an interest.

**Q.1 I was given the advice and help I needed to submit my application/representation:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.2 The Council kept me informed about the progress of the application that I had an interest in:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.3 The Council dealt promptly with my queries:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.4 The Council dealt helpfully with my queries:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.5 I understand the reasons for the decision made on the application that I had an interest in:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q.6 I feel that I was treated fairly and that my view point was listened to:-**

<b>Strongly Agree</b>	<b>Agree</b>	<b>Neither Agree nor Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>It does not apply</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**OVERALL SATISFACTION:** Overall satisfaction with the service: .....

**Q.7 Setting aside whether your application was successful or not, and taking everything into account, how satisfied or dissatisfied are you with the service provided by the council in processing your application?**

<b>Very satisfied</b>	<b>Fairly satisfied</b>	<b>Neither Satisfied nor Dissatisfied</b>	<b>Fairly Dissatisfied</b>	<b>Very Dissatisfied</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**OUTCOME:** Outcome of the application:

**Q.8 Was the application that you had an interest in:-**

Granted Permission/Consent	<input type="checkbox"/>	Refused Permission/Consent	<input type="checkbox"/>	Withdrawn	<input type="checkbox"/>
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**Q.9 Were you the:-** Applicant ☐ Agent ☐ Third Party objector who made a representation ☐

Please complete the form and return in the pre-paid envelope provided.  
Thank you for taking the time to complete this form.

**Angus Council**

<b>Application Number:</b>	17/00422/FULL
<b>Description of Development:</b>	Demolition of Existing Church and Erection of Proposed New Build Community Church Facility
<b>Site Address:</b>	St Margarets Church 62 West High Street Forfar DD8 1BJ
<b>Grid Ref:</b>	345447 : 750556
<b>Applicant Name:</b>	Trustees St. Margarets Church

**Report of Handling****Site Description**

The application site measures approximately 1035sqm and contains the late 19th century St Margaret's Church and part of its curtilage. The site is located within the Forfar Conservation Area. The existing stone and slate church is rectangular in form with two towers at the front. There are small grounds to the front and rear of the church and the rear (north) of the site drops steeply away to the Myre car park. The site is bound by an existing stone property occupied by an accountants business to the west and a stone wall to the south and east. There is no defined boundary to the north as this adjoins the remainder of the church curtilage, including the Church Hall. The site is surrounded by a mix of retail, recreational, commercial, industrial and residential uses. The site is accessed from the north side of West High Street.

**Proposal**

The application seeks planning permission for the demolition of St Margaret's Church and the erection of a replacement community church. The proposed replacement building would be single storey with a footprint of approximately 600sqm. The building would include a café, multipurpose hall, kitchen, storage and toilet facilities, a vestry, an oratory and an office. The building would be 8m high at its highest point and would include a circular front projecting element with a mono pitched canopy roof. The remainder of the building would have a shallow pitch ridged roof. The proposed building would be finished in buff coloured facing brick with a standing seam metal roof.

A circular turning area with 3 parking spaces is proposed in front of the replacement building and existing boundary walls and railings would be altered to widen the access.

The application has not been subject of variation.

**Publicity**

The application was subject to normal neighbour notification procedures.

The application was advertised in the Dundee Courier on 16 June 2017 for the following reasons:

- Conservation Area

A site notice was posted for Conservation Area Development on 7 June 2017.

**Planning History**

Pre-application discussions regarding the redevelopment of the site have been ongoing for a number of years. The applicant has been advised by officers and Historic Environment Scotland that a redevelopment package should seek to retain St Margaret's Church, identifying that local and national policy seeks to conserve or enhance conservation areas. Advice was also given on supporting information that would be required to support an application for planning permission.



An application for Conservation Area Consent (ref: 17/00411/CON) for the demolition of St. Margaret's Church was submitted alongside the planning application but was subsequently returned due to ecclesiastical exemptions. Historic Environment Scotland objected to that application indicating that the demolition of St. Margaret's Church would have a significant detrimental impact on the character and appearance of Forfar Conservation Area. HES indicated that they did not consider the loss of the building to be justified in accordance with the terms set out in the Historic Environment Scotland Policy Statement. HES considered that the economic information submitted to justify the demolition of St. Margaret's Church lacked detail, specifically in the costs involved with retention, and the comparison with construction of a new building. HES considered that a well-considered façade retention scheme may have the potential to largely maintain the church's current contribution to the conservation area

### **Applicant's Case**

The following information has been submitted in support of the application;

A statement of the backstory of St Margaret's Church notes the former West Church and the former St James's Church amalgamated in 1977 to form the current congregation, The backstory states that the design and age of St Margaret's has led to roof, stonework and window repairs, as well as flooding and drainage problems. A conservative estimate suggests approximately £65k has been spent on repairs over the years. Consideration of redeveloping the church has been given as early as 1983, but progress was hampered partly by the lack of financial resources. Between 1977 - 2001 21 references to roof issues; 12 references to stonework repairs; 13 references to trouble with gutters and downpipes; 8 to flooding and drainage problems and 10 window issues have been recorded. The current heating systems are also noted as reaching the end of their useful life.

A Design Statement was submitted which provides an overview of the site composition, topography, location and context, ownership calcification and planning history. The statement note that the existing church was never completed and the buildings appearance and street presence is not as originally intended. The document states that public utilities and services exist at the site and no new roads are proposed. The statement concludes with a description of the design concept, principles and solution, and energy efficiency and suitability considerations. Details of proposed external finishes were also included.

A Feasibility Costing survey, carried out by a quantity surveyor, notes that numerous feasibility studies for alterations and renovations of the existing building have been carried out but none of these projects were taken forward due to cost restrictions. The feasibility costing based on the current proposal, including demolition of the existing building, is noted to be in the region of £979,600, with a further £35,000 required for fittings and furnishings. The estimated costing for the refurbishment of the existing building was noted as £1,439,000 including VAT. No details were provided regarding the works involved in this refurbishment scheme. The document concludes that a new build option would be far cheaper and more economical in both capital and future running costs.

A Project Backstory was submitted which describes, in greater detail, the previous redevelopment options considered and discounted for St. Margaret's Church. Initially an option for complete refurbishment was considered with an expected cost of £686,500 in 2001, and £770,000 in 2004. This scheme did not include fabric repairs or insulation improvements and was deemed unfeasible. A revised retention scheme was considered in 2006, and although no costs were prepared it was considered to not be economically viable. In 2010 a further feasibility study for retention and refurbishment was conducted and a subsequent survey in 2011 indicated repair costs would total £173,418, over and above the cost of the refurbishment plans. Given the very high cost of repairs and refurbishment it was deemed more prudent to consider the cost of demolishing the existing building and replacing it with a modern sustainable building with reduced running costs. A scheme for demolition and replacement was compiled between 2013 and 2015 which had an estimated cost of £1.62M. This was greatly above the available budget. A significantly reduced redevelopment scheme was considered in 2015 and this represents the current proposal.

An Initial Bat Survey Report by Jenny Wallace Ecology, dated 9th May 2017, states no evidence of roosting bats were found during the daytime survey and the building was assessed as having only low bat roosting potential. No bats were recorded emerging from either the church or the adjoining church hall buildings during the dusk survey. The survey concludes that no direct impacts on roosting bats are predicted through

demolition of the church.

A professional opinion on the marketability of St Margaret's Church notes that a small number of church and church hall properties have successfully sold in Angus within the recent years. However these have been of a smaller scale than St Margaret's and it is noted larger churches have proven more difficult to sell due to prohibitive redevelopment/maintenance costs. The alternative of converting the existing building into flats was suggested to be potentially non-viable in the current climate. Therefore a valuation of £100,000 was advised on the presumption a change of use was granted for the building.

A Structural Inspection of St Margaret's Church was carried out by Burnett Consulting Engineers in February 2017. The survey was conducted from ground level and notes internal stonework deterioration and damp penetration at all windows. Numerous plaster defects, some which may be attributed to timber safe lintels losing strength due to dampness and rot, were noted. Masonry movement in the gallery and a significant crack on a stone arch to the south gallery were recorded. Externally, stonework weathering, damp staining and delamination of a 25mm depth were highlighted. Movement was noted at the south stained glass window and bulging was recorded in the north gable. It was advised that the rainwater goods require maintenance. The report concluded the plasterwork is close to the end of its useful life and major replacement works are anticipated. Stonework is showing widespread, but not severe, weathering which requires the removal of loose material, deep raking and pointing.

A Planning Policy Statement was also submitted which considers the proposal against the relevant national and local planning policies. The document states that a public consultation event was undertaken by the church and 70 comments were received which were mainly positive. The document notes that the proposal would bring significantly wider public benefits to a range of users and community groups. The design is noted to be of a high-quality that meets the requirements of planning policy and would not compromise the integrity of the Conservation Area. The replacement design would provide a sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning. The statement concludes that the planning application can be supported under the terms of the relevant policies set out in the development plan, as well as being in conformity with SPP, PAN 71, and Historic Environment Scotland Policy and Advice.

Full copies of the supporting documentation can be viewed via the Public Access portal.

## **Consultations**

**Community Council** - Supports the application and suggests the reuse of dountakings.

**Angus Council - Roads** - Offers no objections to the proposal subject to a condition relating to the widening of the access.

**Scottish Water** - There was no response from this consultee at the time of report preparation.

**Historic Environment Scotland** - Although Historic Environment Scotland (HES) has not commented on this planning application, it has objected to the associated application for Conservation Area Consent (CAC) which raised similar issues in respect of the loss of St Margaret's Church.

**Angus Council Environmental Health** - Advise a scheme for the extraction of cooking odours is required to assess likely odour and noise impacts.

**Aberdeenshire Council Archaeology Service** - Advise that greater consideration should be given to restoration or partial reuse of the existing building. They indicate that if the application is approved a Level 2 Standing Buildings Survey should be sought by condition and details regarding the future of internal mural plaques provided.

## **Representations**

145 letters of representation were received, all in support of the proposal. The main points of support note:



- The current building is not fit for purpose in terms of available space, condition and provision for restricted access and repair would be costly and uneconomical.
- The replacement building would be a multipurpose and multifunctional building, which has been thoroughly thought out and would be beneficial to not only the congregation but the wider community
- The replacement building would fit in with and contribute to the character of the conservation area
- The replacement building would be a visionary and legacy project

In addition to the above the nearest business located to the west of the church has submitted a letter of support for the proposal but queries implications from demolition and construction adjacent to their building. Concerns regarding damage to the building and/or its services and construction disturbance were also raised. A request was made for a construction method statement to be conditioned. This representation also highlights any foundations should not encroach onto their property.

## **Development Plan Policies**

### **Angus Local Development Plan 2016**

Policy DS1 : Development Boundaries and Priorities

Policy DS3 : Design Quality and Placemaking

Policy DS4 : Amenity

Policy PV5 : Protected Species

Policy PV8 : Built and Cultural Heritage

Policy PV15 : Drainage Infrastructure

### **TAYplan Strategic Development Plan**

Policy 3: Managing TAYplan's Assets

The full text of the relevant development plan policies can be viewed at Appendix 1 to this report.

## **Assessment**

Sections 25 and 37(2) of the Town and Country Planning (Scotland) Act 1997 require that planning decisions be made in accordance with the development plan unless material considerations indicate otherwise.

Section 64(2) of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 requires the planning authority to pay special attention to the desirability of preserving or enhancing the character or appearance of the conservation area when assessing planning applications.

The key issues in this case relate to:-

- o the acceptability of demolition of the landmark late 19th century St Margaret's Church within Forfar Conservation Area; and
- o the acceptability of the replacement church building having regard to its location within Forfar Conservation Area.

The application relates to the replacement of an existing church which lies within the development boundary of Forfar. Policy DS1 in the Angus Local Development Plan (ALDP) states that for unidentified sites within development boundaries, proposals will be supported where they are of a scale and nature appropriate to the location and where they accord with other relevant policies in the LDP.

### **The demolition of St. Margaret's Church**

Policy PV8 states that Angus Council will work with developers to protect and enhance areas designated for their built and cultural heritage value. It indicates that development proposals which affect Conservation Areas will only be permitted where (i) supporting information demonstrates that the integrity of the historic environment value of the site will not be compromised; or (ii) the economic and social benefits significantly

outweigh the historic environment value of the site.

The Scottish Planning Policy (SPP) indicates that proposals for development within conservation areas should preserve or enhance the character and appearance of the area. It indicates that where the demolition of an unlisted building is proposed, consideration should be given to the contribution the building makes to the character and appearance of the conservation area. Where a building makes a positive contribution the presumption should be to retain it.

St Margaret's Church was constructed in 1879-81 and sits at the westerly entrance to Forfar Conservation Area. Although not a listed building, St Margaret's Church has a strong, almost monumental presence on the north side of West High Street. The front elevation is Gothic in style with a broad gabled nave and large decorative rose above four lancet windows. The Forfar Conservation Area Analysis and Design Guide lists St Margaret's as a local landmark building. The building occupies a prominent location at the junction of New Road and West High Street and appears to have been designed to terminate the northern view looking down New Road.

The historic character of the westerly approach to Forfar Conservation Area has been diluted by the introduction of modern buildings such as the police station and the bank (both outwith the conservation area). However, the prominent St Margaret's Church building announces arrival into the historic part of the burgh and acts as a bookend to the conservation area. The building makes a significant and positive contribution to the street scene and is of some local historic and cultural significance. There are relatively few surviving buildings of this scale and quality remaining in Forfar Conservation Area and town centre. In line with the guidance provided by the Scottish Planning Policy, the building makes a positive contribution to the conservation area and the presumption should be to retain it.

The demolition of St Margaret's Church would not protect or enhance the character or appearance of the Conservation Area and would erode and undermine its character contrary to the Scottish Planning Policy and the first test of Policy PV8.

Policy PV8 requires consideration of the social and economic benefits of a proposal and whether those benefits outweigh the historic environment value of the site. Supporting information has been submitted which asserts that (i) that retention and reconfiguration of St Margaret's Church has been considered and discounted on grounds of economic viability; and (ii) the proposal would result in economic and social benefits which outweigh the loss of the existing building.

The applicant has indicated that the cost of the new building would be £1,014,600 and the cost of refurbishment of the existing St Margaret's Church would be £1,439,000 (including VAT). No information has been provided regarding the breakdown of the refurbishment costing.

Although Historic Environment Scotland (HES) has not commented on this planning application, it has objected to the associated application for Conservation Area Consent (CAC) which raised similar issues in respect of the loss of St Margaret's Church. HES indicated that the information submitted lacked detail, specifically in the cost comparisons between retention and new build. HES stated that based on the information submitted it appears it would cost more to demolish the building (£250,000 identified in the 2007 Arbitration Report), than to repair it (£173,418 identified as being urgent, essential and desirable from the 2011 Quinquennial Report). While HES acknowledge both figures may require some revision to reflect current costs, demolition of the historic church cannot be justified when its demolition is more expensive than its repair.

HES also highlight that if the proposed new-build project costs £1 million, assuming a quarter of this figure would be for demolition, a refurbishment scheme would need to cost more than £750,000 for it to be the more expensive option. Supporting information suggests that £770,000 was quoted in 2004 for internal alterations (minus fabric repairs), but HES suggest a well-considered intervention scheme could achieve many of the church's requirements while remaining affordable. A well-considered façade retention scheme may also have the potential to largely maintain the church's current contribution to the conservation area, while benefiting from zero-rated VAT and still providing the social and economic benefits of the proposed replacement building. No information has been submitted to suggest that consideration (or costing) has been given to a façade retention scheme. The Archaeology Service has indicated similar concerns to HES regarding the loss of the building suggesting greater consideration should be given to restoration or partial



reuse (eg. façade retention).

Taking account of the comments of HES, it cannot be concluded that the proposal would result in economic and social benefits which would outweigh the loss of the existing building and it has not been demonstrated that the benefits of a new building cannot be achieved without the need for demolition of St Margaret's Church.

#### The replacement church building.

It is indicated above that St Margaret's Church makes a positive contribution to the conservation area and its loss has not been justified. Should the demolition of St Margaret's Church be accepted, the replacement building would need to protect and enhance the character or appearance of the conservation area. Policy DS3 deals with design quality and place-making and indicates that development proposals should deliver a high design standard and draw upon those aspects of landscape or townscape that contribute positively to the character and sense of place of the area in which they are located.

The third party letters of support suggest that the replacement building would fit with and contribute to the character of the conservation area and would be a visionary and legacy project. The Design Statement indicates that the building has been designed appropriately and in character with the conservation area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings.

The contribution of the existing building to the conservation area has been described earlier in this report. It is an institutional scale landmark building constructed in sandstone and slate with interesting glazing and detailing. Moving east, other buildings are largely sited hard on the heel of the footway, over two or more levels. They are mostly constructed of sandstone with slate roofs with ridges which run parallel to the street. Some buildings contain interesting detailing including the Meffan Institute. The closest other 'institutional' scale buildings are located at The Cross, the Town and Country Hall and the Municipal Buildings. A suitable replacement building should draw upon these positive features in order to secure a high design standard taking account of positive townscape features in order to protect and enhance the conservation area.

The proposed replacement church building would be 8m high at the highest point and would include a circular front projecting element with a mono pitched canopy roof. The building would have a shallow pitched roof finished in standing seam metal. The external walls of the building would mainly be finished in buff coloured facing brick with large areas of glazing facing south onto West High Street. The replacement church bears little resemblance to other buildings in the conservation area. Its external finishes, roof pitch, gable width and detailing are all alien when considered against other buildings in the conservation area. The scale of the replacement church would be significantly different to the landmark building which currently occupies the site and terminates the west edge of the conservation area and the vista north along New Road. The proposed design solution does not draw upon those aspects of townscape that contribute positively to the character and sense of place and the proposed building would not protect or enhance the character of the conservation area. The proposal would remove a building which makes a significant contribution to the character and appearance of the conservation area and replace it with a modern building which would be alien to its surroundings and would cause significant harm to the conservation area on a key approach from the west. The proposed replacement building is contrary to policies DS3 and PV8.

#### Other development plan considerations

Policy DS4 deals with amenity and indicates that regard will be had to opportunities for maintaining and improving environmental quality. Environmental Health Service notes a café is proposed and would require further information relating to noise and odour impacts and the method of extraction. This matter could be dealt with by planning condition. The Roads Service has reviewed the proposal from a road traffic and pedestrian safety perspective and has offered no objection to the development subject to a condition to regulate the formation of the footway crossing.

A neighbouring business premises submitted representation to the application noting various matters regarding implications from demolition and construction works; and potential damage to their building/service connections. I have no reason to consider that impacts associated with the works would be significantly greater than those typically experienced for developments in built up areas but a method

statement could be secured by planning condition in order to ensure that impacts are fully considered and mitigation provided where necessary.

Policy PV5 deals with protected species. A protected species survey was submitted in support of the application and indicates that no bat roosts were identified and suggests that the proposal would not have a detrimental impact on roosting bats.

Particulars relating to foul and surface water drainage could be regulated by condition but the site benefits from an existing foul sewer connection.

Bringing the above matters together, the desire of the St Margaret's Church congregation to provide an up to date facility is recognised. However the proposal in its current form would result in the loss of a valued landmark building in a key location in Forfar Conservation Area. Had the demolition of St Margaret's Church been fully justified, its replacement with an unsympathetic modern church building would not conserve or enhance the conservation area. The economic and social benefits put forward by the applicant and letters of support are noted; but retention options which would provide similar improvements for the congregation have not been fully explored as noted by Historic Environment Scotland. As a result, the proposal is contrary to policies DS1, DS3 and PV8 of the Angus Local Development Plan. There are no material considerations which justify approval of planning permission.

### **Human Rights Implications**

The decision to refuse this application has potential implications for the applicant in terms of his entitlement to peaceful enjoyment of his possessions (First Protocol, Article 1). For the reasons referred to elsewhere in this report justifying the decision in planning terms, it is considered that any actual or apprehended infringement of such Convention Rights, is justified. Any interference with the applicant's right to peaceful enjoyment of his possessions by refusal of the present application is in compliance with the Council's legal duties to determine this planning application under the Planning Acts and such refusal constitutes a justified and proportionate control of the use of property in accordance with the general interest and is necessary in the public interest with reference to the Development Plan and other material planning considerations as referred to in the report.

### **Equalities Implications**

The issues contained in this report fall within an approved category that has been confirmed as exempt from an equalities perspective.

### **Decision**

The application is Refused

### **Reason(s) for Decision:**

1. The demolition of St Margaret's Church would have a significant detrimental impact on the character and appearance of Forfar Conservation Area contrary to the Scottish Planning Policy (2014).

2. That the demolition of St Margaret's Church and its replacement with a modern building is contrary to Policy PV8 of the Angus Local Development Plan (2016) because the historic environment value of the site would be compromised; and it has not been demonstrated that the economic and social benefits of the development outweigh the historic environment value currently provided by St Margaret's Church. Furthermore, it has not been demonstrated that the economic and social benefits sought by the proposed replacement building cannot be delivered in a manner which would retain the historic environment value currently provided by St Margaret's Church.

3. That the design, external materials and detailing of the proposed replacement building is contrary to Policy DS3 of the Angus Local Development Plan (2016) because it does not deliver a high standard of design which draws upon existing positive townscape features in the area and it would not fit with the character of development in the surrounding area.



4. That the application is contrary to Policy DS1 of the Angus Local Development Plan (2016) because the proposed replacement building would not be of a scale or nature appropriate to its location within Forfar Conservation Area and because the proposal is contrary to other policies of the plan, namely policies PV8 and DS3.

**Notes:**

Case Officer: Stephanie Porter  
Date: 22 September 2017

**Appendix 1 - Development Plan Policies**

**Angus Local Development Plan 2016**

Policy DS1 : Development Boundaries and Priorities  
All proposals will be expected to support delivery of the Development Strategy.

The focus of development will be sites allocated or otherwise identified for development within the Angus Local Development Plan, which will be safeguarded for the use(s) set out. Proposals for alternative uses will only be acceptable if they do not undermine the provision of a range of sites to meet the development needs of the plan area.

Proposals on sites not allocated or otherwise identified for development, but within development boundaries will be supported where they are of an appropriate scale and nature and are in accordance with relevant policies of the ALDP.

Proposals for sites outwith but contiguous\* with a development boundary will only be acceptable where it is in the public interest and social, economic, environmental or operational considerations confirm there is a need for the proposed development that cannot be met within a development boundary.

Outwith development boundaries proposals will be supported where they are of a scale and nature appropriate to their location and where they are in accordance with relevant policies of the ALDP.

In all locations, proposals that re-use or make better use of vacant, derelict or under-used brownfield land or buildings will be supported where they are in accordance with relevant policies of the ALDP.

Development of greenfield sites (with the exception of sites allocated, identified or considered appropriate for development by policies in the ALDP) will only be supported where there are no suitable and available brownfield sites capable of accommodating the proposed development.

Development proposals should not result in adverse impacts, either alone or in combination with other proposals or projects, on the integrity of any European designated site, in accordance with Policy PV4 Sites Designated for Natural Heritage and Biodiversity Value.

\*Sharing an edge or boundary, neighbouring or adjacent

Policy DS3 : Design Quality and Placemaking

Development proposals should deliver a high design standard and draw upon those aspects of landscape or townscape that contribute positively to the character and sense of place of the area in which they are to be located. Development proposals should create buildings and places which are:

- o Distinct in Character and Identity: Where development fits with the character and pattern of development in the surrounding area, provides a coherent structure of streets, spaces and buildings and retains and sensitively integrates important townscape and landscape features.
- o Safe and Pleasant: Where all buildings, public spaces and routes are designed to be accessible, safe and attractive, where public and private spaces are clearly defined and appropriate new areas of landscaping and open space are incorporated and linked to existing green space wherever possible.
- o Well Connected: Where development connects pedestrians, cyclists and vehicles with the surrounding area and public transport, the access and parking requirements of the Roads Authority are met

and the principles set out in 'Designing Streets' are addressed.

- o Adaptable: Where development is designed to support a mix of compatible uses and accommodate changing needs.
- o Resource Efficient: Where development makes good use of existing resources and is sited and designed to minimise environmental impacts and maximise the use of local climate and landform.

Supplementary guidance will set out the principles expected in all development, more detailed guidance on the design aspects of different proposals and how to achieve the qualities set out above. Further details on the type of developments requiring a design statement and the issues that should be addressed will also be set out in supplementary guidance.

#### Policy DS4 : Amenity

All proposed development must have full regard to opportunities for maintaining and improving environmental quality. Development will not be permitted where there is an unacceptable adverse impact on the surrounding area or the environment or amenity of existing or future occupiers of adjoining or nearby properties.

Angus Council will consider the impacts of development on:

- Air quality;
- Noise and vibration levels and times when such disturbances are likely to occur;
- Levels of light pollution;
- Levels of odours, fumes and dust;
- Suitable provision for refuse collection / storage and recycling;
- The effect and timing of traffic movement to, from and within the site, car parking and impacts on highway safety; and
- Residential amenity in relation to overlooking and loss of privacy, outlook, sunlight, daylight and overshadowing.

Angus Council may support development which is considered to have an impact on such considerations, if the use of conditions or planning obligations will ensure that appropriate mitigation and / or compensatory measures are secured.

Applicants may be required to submit detailed assessments in relation to any of the above criteria to the Council for consideration.

Where a site is known or suspected to be contaminated, applicants will be required to undertake investigation and, where appropriate, remediation measures relevant to the current or proposed use to prevent unacceptable risks to human health.

#### Policy PV5 : Protected Species

Angus Council will work with partner agencies and developers to protect and enhance all wildlife including its habitats, important roost or nesting places. Development proposals which are likely to affect protected species will be assessed to ensure compatibility with the appropriate regulatory regime.

##### European Protected Species

Development proposals that would, either individually or cumulatively, be likely to have an unacceptable adverse impact on European protected species as defined by Annex 1V of the Habitats Directive (Directive 92/24/EEC) will only be permitted where it can be demonstrated to the satisfaction of Angus Council as planning authority that:

- o there is no satisfactory alternative; and
- o there are imperative reasons of overriding public health and/or safety, nature, social or economic interest and beneficial consequences for the environment, and
- o the development would not be detrimental to the maintenance of the population of a European protected species at a favourable conservation status in its natural range

.

##### Other Protected Species

Development proposals that would be likely to have an unacceptable adverse effect on protected species unless justified in accordance with relevant species legislation (Wildlife and Countryside Act 1981 and the



Protection of Badgers Act 1992) subject to any consequent amendment or replacement.

Further information on protected sites and species and their influence on proposed development will be set out in a Planning Advice Note.

#### Policy PV8 : Built and Cultural Heritage

Angus Council will work with partner agencies and developers to protect and enhance areas designated for their built and cultural heritage value. Development proposals which are likely to affect protected sites, their setting or the integrity of their designation will be assessed within the context of the appropriate regulatory regime.

#### National Sites

Development proposals which affect Scheduled Monuments, Listed Buildings and Inventory Gardens and Designed Landscapes will only be supported where:

- the proposed development will not adversely affect the integrity of the site or the reasons for which it was designated;
- any significant adverse effects on the site or its setting are significantly outweighed by social, environmental and/or economic benefits; and
- appropriate measures are provided to mitigate any identified adverse impacts.

Proposals for enabling development which is necessary to secure the preservation of a listed building may be acceptable where it can be clearly shown to be the only means of preventing its loss and securing its long term future. Any development should be the minimum necessary to achieve these aims. The resultant development should be designed and sited carefully in order to preserve or enhance the character and setting of the listed building.

#### Regional and Local Sites

Development proposals which affect local historic environment sites as identified by Angus Council (such as Conservation Areas, sites of archaeological interest) will only be permitted where:

- supporting information commensurate with the site's status demonstrates that the integrity of the historic environment value of the site will not be compromised; or
- the economic and social benefits significantly outweigh the historic environment value of the site.

Angus Council will continue to review Conservation Area boundaries and will include Conservation Area Appraisals and further information on planning and the built and cultural heritage in a Planning Advice Note.

#### Policy PV15 : Drainage Infrastructure

Development proposals within Development Boundaries will be required to connect to the public sewer where available.

Where there is limited capacity at the treatment works Scottish Water will provide additional wastewater capacity to accommodate development if the Developer can meet the 5 Criteria\*. Scottish Water will instigate a growth project upon receipt of the 5 Criteria and will work with the developer, SEPA and Angus Council to identify solutions for the development to proceed.

Outwith areas served by public sewers or where there is no viable connection for economic or technical reasons private provision of waste water treatment must meet the requirements of SEPA and/or The Building Standards (Scotland) Regulations. A private drainage system will only be considered as a means towards achieving connection to the public sewer system, and when it forms part of a specific development proposal which meets the necessary criteria to trigger a Scottish Water growth project.

All new development (except single dwelling and developments that discharge directly to coastal waters) will be required to provide Sustainable Drainage Systems (SUDs) to accommodate surface water drainage and long term maintenance must be agreed with the local authority. SUDs schemes can contribute to local green networks, biodiversity and provision of amenity open space and should form an integral part of the design process.

Drainage Impact Assessment (DIA) will be required for new development where appropriate to identify potential network issues and minimise any reduction in existing levels of service.

\*Enabling Development and our 5 Criteria (<http://scotland.gov.uk/Resource/0040/00409361.pdf>)

### **TAYplan Strategic Development plan**

#### **Policy 3 : Managing TAYplans assets**

Land should be identified through Local Development Plans to ensure responsible management of TAYplan's assets by:

Understanding and respecting the regional distinctiveness and scenic value of the TAYplan area through:

- ensuring development likely to have a significant effect on a designated or proposed Natura 2000 sites (either alone or in combination with other sites or projects), will be subject to an appropriate assessment. Appropriate mitigation requires to be identified where necessary to ensure there will be no adverse effect on the integrity of Natura 2000 sites in accordance with Scottish Planning Policy;
- safeguarding habitats, sensitive green spaces, forestry, watercourses, wetlands, floodplains (in-line with the water framework directive), carbon sinks, species and wildlife corridors, geodiversity, landscapes, parks, townscapes, archaeology, historic buildings and monuments and allow development where it does not adversely impact upon or preferably enhances these assets; and,
- identifying and safeguarding parts of the undeveloped coastline along the River Tay Estuary and in Angus and North Fife, that are unsuitable for development and set out policies for their management; identifying areas at risk from flooding and sea level rise and develop policies to manage retreat and realignment, as appropriate.





## **Planning Policy Statement**

**Proposed Demolition of Existing Church and Erection  
of New Church and Community Facility at**

**St Margaret's Church  
West High Street  
Forfar,**

**For The Kirk Session of St Margaret's Church**

**April 2017**

## **1. Introduction**

- 1.1 This supporting planning statement should be read in conjunction with the planning application submitted by James F Stephen Architects on behalf of The Kirk Session of St Margaret's Church for the demolition of the existing church and the erection of modern fit for purpose and contemporary landmark building at West High Street, Forfar.
- 1.2 The existing church building is not a listed building but does lie on the western fringe of the Forfar Conservation Area boundary.
- 1.3 The planning application requires to be considered under the terms of development plan policy (with the key policy considerations being those from the Angus Local Development Plan as listed in paragraph 2.2 below) but also Scottish Planning Policy and related Planning Advice Notes and also Historic Environment Scotland Policy Statement June 2016.



## 2. Development Plan Policy

2.1 Section 25 of the Town & Country Planning (Scotland) Act 1997 requires proposals to be determined in accordance with the provisions of the development plan unless material considerations indicate otherwise.

2.2 In this case the relevant development plan consists of the Tayplan Strategic Development Plan 2012 and the Angus Local Development Plan adopted in September 2016 with the key policies as follows;

### **TAYplan Strategic Development Plan:**

Policy 3: Managing TAYplans Assets

### **Angus Local Development Plan (ALDP):**

DS1: Development Boundaries and Priorities;

DS2: Accessible Development;

DS3: Design Quality and Placemaking;

DS4: Amenity;

TC8: Community Facilities and Services;

TC17: Network of Centres;

PV5: Protected Species;

PV8: Built and Cultural Heritage;

PV11: Energy Efficiency – Low and Zero Carbon Buildings;

PV15: Drainage Infrastructure;

PV18: Waste Management in New Development;

2.3 For this proposal the key policy consideration will be Policy PV8: Built and Cultural Heritage which states that *'Angus Council will work with partner agencies and developers to protect and enhance areas designated for their built and cultural heritage value. Development proposals which are likely to affect protected sites, their setting or the integrity of their designation will be assessed within the context of the appropriate regulatory regime.'*

2.4 Under the heading of Regional and Local Sites Policy PV8 states *'development proposals which affect local historic environment sites as identified by Angus Council (such as Conservation Areas sites of archaeological interest) will only be permitted where;*

- Supporting information commensurate with the site's status demonstrates that the integrity of the historic environment value of the site will not be compromised; or*
- The economic and social benefits significantly outweigh the historic environment value of the site.'*

2.5 Other policies that require to be considered as part of this planning application are DS1 Development Boundaries and Priorities; DS2 Accessible Development; DS3 Design Quality and Placemaking and DS4 Amenity.

- 2.6 Policy DS1 supports the delivery of the development strategy for new development to take place with existing development boundaries. The relevant criteria being *'Proposals on sites not allocated or otherwise identified for development, but within development boundaries will be supported where they are of an appropriate scale and nature and are in accordance with relevant policies of the ALDP.'* Policy DS1 adds that *'In all locations, proposals that re-use or make better use of vacant, derelict or under-used brownfield land or buildings will be supported where they are in accordance with relevant policies of the ALDP.'*
- 2.7 Policy DS2 Accessible Development requires development proposals to demonstrate that according to their scale, type and location that they are accessible and that sufficient capacity on the transport infrastructure is or can be made available for the intended development.
- 2.8 Policy DS3 Design Quality and Placemaking Development highlights that proposals should deliver a high design standard and draw upon those aspects of landscape or townscape that contribute positively to the character and sense of place of the area in which they are to be located. Development proposals should create buildings and places which are distinctive in character and identity, safe and pleasant, well connected, adaptable and resource efficient.
- 2.9 Policy DS4 Amenity also requires all proposed development to have full regard to opportunities for maintaining and improving environmental quality. Development will not be permitted where there is an unacceptable adverse impact on the surrounding area or the environment or amenity of existing or future occupiers of adjoining or nearby properties. Angus Council will consider the impacts of development on:
- Air quality;
  - Noise and vibration levels and times when such disturbances are likely to occur;
  - Levels of light pollution;
  - Levels of odours, fumes and dust;
  - Suitable provision for refuse collection / storage and recycling;
  - The effect and timing of traffic movement to, from and within the site, car parking and impacts on highway safety; and
  - Residential amenity in relation to overlooking and loss of privacy, outlook, sunlight, daylight and overshadowing.
- 2.10 Policy TC8 relates to Community Facilities and Services where
- Proposals resulting in the loss of existing public community facilities will only be supported where it can be demonstrated that:



- the proposal would result in the provision of alternative facilities of equivalent community benefit and accessibility; or
- the loss of the facility would not have an adverse impact on the community; or
- the existing use is surplus to requirements or no longer viable; and
- no suitable alternative community uses can be found for the buildings and land in question.

It adds that *'New community facilities should be accessible and of an appropriate scale and nature for the location. In the towns of Angus, and where appropriate to the type of facility, a town centre first approach should be applied to identifying a suitable location.'*

- 2.11 As a recognised community facility Policy TC17 Network of Centres would also be applicable to this proposal where *'a town centre first policy is applied to uses including retail, commercial leisure, offices, community and cultural facilities that attract significant numbers of people. Support will be given to development proposals in town centres which are in keeping with the townscape and pattern of development and which conform with the character, scale and function of the town centres.'*
- 2.12 As the proposals involve demolition of an existing building Policy PV5 Protected species applies which seeks *'to protect and enhance all wildlife including its habitats, important roost or nesting places. Development proposals which are likely to affect protected species will be assessed to ensure compatibility with the appropriate regulatory regime.'* In this case the need for a bat survey has been identified and prepared in support of the application.
- 2.13 Other policy considerations include PV11 – Energy Efficiency – Low and Zero Carbon Buildings, PV15 Drainage Infrastructure and PV18 Waste Management in new Development.

### 3 Material Considerations

3.1 In addition to the development plan policy referred to in section 2, the other material policy considerations which require to be considered as part of the assessment of this planning application are as follows;

- Scottish Planning Policy – June 2014
- Planning Advice Note 71 – Conservation Area Management
- Historic Environment Scotland Policy Statement June 2016
- Historic Environment Scotland Advice Note on Demolition
- Angus Council – Forfar Conservation Area Analysis & Design Guide (2011)

#### **Scottish Planning Policy**

3.2 SPP is an important material consideration as its publication postdates the approved Strategic Development Plan and it also helped to inform and guide the policy approach contained within the adopted Local Development plan.

3.3 SPP highlights that *'Planning should take a positive approach to enabling high-quality development and making efficient use of land to deliver long-term benefits for the public while protecting and enhancing natural and cultural resources.'* (para 2). *Supporting sustainable economic growth and regeneration, and the creation of well-designed, sustainable places is also a key aim of the Planning System in Scotland.'*

3.4 In terms of 'Valuing the Historic Environment' SPP notes that *'Planning has an important role to play in maintaining and enhancing the distinctive and high-quality, irreplaceable historic places which enrich our lives, contribute to our sense of identity and are an important resource for our tourism and leisure industry. The historic environment is a key cultural and economic asset and a source of inspiration that should be seen as integral to creating successful places. Culture-led regeneration can have a profound impact on the well-being of a community in terms of the physical look and feel of a place and can also attract visitors, which in turn can bolster the local economy and sense of pride or ownership.'* (paras 135-136).

3.5 The key policy principles are therefore;

- promote the care and protection of the designated and non-designated historic environment (including individual assets, related settings and the wider cultural landscape) and its contribution to sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning; and
- enable positive change in the historic environment which is informed by a clear understanding of the importance of the heritage assets affected and



ensure their future use. Change should be sensitively managed to avoid or minimise adverse impacts on the fabric and setting of the asset, and ensure that its special characteristics are protected, conserved or enhanced.

- 3.6 The specific guidance on Conservation Area states that;

*'Proposals for development within conservation areas and proposals outwith which will impact on its appearance, character or setting, should preserve or enhance the character and appearance of the conservation area. Proposals that do not harm the character or appearance of the conservation area should be treated as preserving its character or appearance. Where the demolition of an unlisted building is proposed through Conservation Area Consent, consideration should be given to the contribution the building makes to the character and appearance of the conservation area. Where a building makes a positive contribution the presumption should be to retain it.'*

### **Planning Advice Note 71 – Conservation Area Management**

- 3.7 PAN 71 was published in 2004 and followed on from 'Designing Places' (published in 2001) which set out the Scottish Government's expectations of the planning system to deliver high standards of design and quality.
- 3.8 Under the heading of 'managing change' the PAN notes that *'When effectively managed, conservation areas can anchor thriving communities, sustain cultural heritage, generate wealth and prosperity and add to quality of life. To realise this potential many of them need to continue to adapt and develop in response to the modern-day needs and aspirations of living and working communities. This means accommodating physical, social and economic change for the better. Physical change in conservation areas does not necessarily need to replicate its surroundings. The challenge is to ensure that all new development respects, enhances and has a positive impact on the area. Physical and land use change in conservation areas should always be founded on a detailed understanding of the historic and urban design context.'*

### **Historic Environment Scotland Policy Statement June 2016**

- 3.9 Conservation areas are defined as areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance.
- 3.10 Guidance on Conservation Area Consent notes that *'The demolition of even a single building and the construction of a new building or buildings in its place could result in harm to the character or appearance of a conservation area, or part of it. In deciding whether conservation area consent should be granted, planning authorities should therefore take account of the importance of the building to the character or appearance of any part of the conservation area, and of proposals for the future of the cleared site. If the building is considered to be of any value, either in itself or as part of a group, a positive attempt*

*should always be made by the planning authority to achieve its retention, restoration and sympathetic conversion to some other compatible use before proposals to demolish are seriously investigated.'* (para 3.56).

- 3.11 In some cases, demolition may be thought appropriate, for example, if the building is of little townscape value, if its structural condition rules out its retention at reasonable cost, or if its form or location makes its re-use extremely difficult. 'Decision makers are required to have regard to the desirability of preserving or enhancing the appearance of the conservation area in exercising their responsibilities under the planning legislation, and this statutory duty should always be borne in mind when considering demolition applications (Scottish Planning Policy, paragraph 143) (para 3.58).

**Historic Environment Scotland Managing Change in the Historic Environment : Guidance Note on Demolition (October 2010)**

- 3.12 It is noted that the guidance note relates to listed buildings, however the HES advice note also confirms that Conservation Area Consent applications for demolition of unlisted buildings in conservation areas will **normally** be considered in the same way as those for demolition of listed buildings (para 6.2).
- 3.13 Proposals for demolition in a conservation area should be considered in conjunction with a full planning application for a replacement development. The key principle in such cases is that the character and appearance of the area should be preserved or enhanced. This allows consideration to be given to the potential contribution that the replacement building may make to the area's character and appearance.

Section 5 sets out what information is needed and in line with national policy, applications for demolition will be assessed against the following tests:

- importance of the building
- condition of the building
- economic viability of reusing the building
- wider public benefits

(to obtain consent for demolition, applications will need to meet at least one of the above tests.)

- 3.14 In terms of economic viability consent may also be granted for the demolition of a building that is capable of repair but where the costs of doing so mean that its repair would not be viable. Where this is the principal justification for the demolition of a building, full supporting evidence is required comprising:
- a valuation of the existing building and site;
  - a full survey identifying the repairs required;
  - development costs including a costed schedule of repairs;



- an estimate of the value of the repaired property, including potential yields.
- 3.15 Where this assessment indicates a deficit, it will normally be a requirement to show that grant aid is not able to meet the shortfall and where a building is capable of repair it will always be important to show that the property has been marketed for a reasonable period, to a restoring purchaser at a price reflecting its condition.
- 3.16 The Guidance Note recognises that conventional marketing is difficult when dealing with buildings or structures of cultural value but only limited scope for reuse such as bridges, doocots or fountains. In such cases feasibility studies, can be useful in assessing the options for repair and sources of finance: a local Building Preservation Trust, City Heritage Trust or conservation architect may be able to assist in this. It is unlikely that consent for demolition of an uninhabitable structure would be granted purely on the basis of a deficit in economic viability – the interest of the structure, its condition, the available funding, and marketing.

**Angus Council – Forfar Conservation Area Analysis & Design Guide (2011)**

- 3.17 As noted earlier the existing church building is not listed but does lie within the Conservation Area boundary. Within the above document the only reference to the church is a photograph that is included on the final page within Appendix 4 which identifies it as a 'local landmark building' along with 5 other buildings. St Margaret's Church is the only identified local landmark building that is not a listed building.
- 3.18 There are no other references or any other text within the Conservation Guide that relate specifically to the church.

## **4 Assessment of Proposals**

- 4.1 This planning application seeks consent to demolish the existing unlisted church building and to erect a new church with community facilities that are fit for purpose and meet modern requirements and will provide future generations with a lasting legacy.
- 4.2 The proposals have been the subject of extensive and various pre-application correspondence, discussions and meetings with Angus Council officials and also initially involved input from Historic Environment Scotland (HES). At a meeting held in the church on 29<sup>th</sup> April 2016, Ian Thomson from HES confirmed that there would be no need for HES to be directly involved in the determination of this application and that it would therefore be a matter solely for Angus Council to consider.
- 4.3 As well as the 'other materials policy considerations' that are set out in chapter 3 above, the following supporting evidence and reports accompany this planning application are also considered to be relevant material considerations in support of the application;
- Previous history and project backstory (1983 – 2016)
  - Market Research & Financial Feasibility Study (March 2015)
  - Design Statement
  - Independent valuation and marketability of the current property
  - Structural Survey/Appraisal (Burnett Consulting Engineers)
  - Quinquennial Reports on urgent, essential and desirable costs
  - Have Your Say! Consultation event undertaken by church (Spring 2016)
  - Bat Survey (Jenny Wallace Ecology)

### **Importance and Condition of the Building**

- 4.4 The building was erected in the 1880's and the St Margaret's congregation came into being in May 1977 as a result of the union of the former West Church and the former St James's Church.
- 4.5 The background history and 'back story' of options that have been considered for the site are extensive, stretching back many years and have been set out in detail in the supporting documents including the various costs for repair, refurbishment and replacement (at their respective dates).
- 4.6 As can be seen from the supporting documents setting out the history to maintaining the existing building and also the options for refurbishing and ultimately its replacement, these issues have been ongoing for the past 35 years



or so with architects first appointed in 1996 to consider the options for replacement.

- 4.7 A total of 5 main schemes have been developed since 2001 and discounted for various reasons which has culminated in the current preferred design solution being brought forward.
- 4.8 The architect's design statement also highlights that the *'Presbytery has been aware for some time of the need for the refurbishment of the St Margaret's Church and halls and that property survey's undertaken prior to 2012 had identified a number of problems including dry and wet rot and that the Kirk Session is of the view that rather than spend several hundred thousand pounds on the present building, it would be better to demolish it and build a new church and halls on site fit for purpose in the 21<sup>st</sup> Century.*
- 4.9 Although not listed the buildings location within the Conservation Area requires any development to be designed and sited so that the integrity of the Conservation Area is not compromised as set out in the relevant planning policy considerations above.
- 4.10 The key development planning policy consideration (Policy PV8) requires supporting information to demonstrate that the integrity of the Conservation Area will not be compromised **OR** the economic and social benefits significantly outweigh the historic environment value of the site.
- 4.11 The Design Statement notes that there is very much an eclectic mix of building styles within the Conservation Area and this diversity has allowed modern intervention and buildings to be developed and contemporary styles of Architecture to be constructed, welcomed and embraced, if designed in a sensitive and respectful manner. Given the site and location, sympathy to the surrounding context was of vital importance during the design development as well as detailed consideration to the character and natural features of the site. Throughout the design development JFS Architects has attempted to take cognisance of the following important factors:
- Ensure proposal is in character with the development density of the Conservation Area;
  - Sympathetic understanding of surrounding context in particular Listed Buildings;
  - Limited/respectful building materials to compliment surrounding area.
- 4.12 The architects believe that they have designed appropriately and in character with the Conservation Area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings. The new building is of a high design standard and distinctive in character and identity, safe and pleasant, well connected, adaptable and resource efficient.

- 4.13 Within the council's Conservation Area Appraisal, it is noted in a photograph that the existing church building is viewed as a landmark building. However, there is no further explanation within the Appraisal document of the importance of this unlisted building. Notwithstanding this there is nothing to suggest that in light of the above considerations that have been taken into account by the architects, that the proposed new church and community facilities building could not also be viewed as a future distinctive landmark building that the congregation and the wider community would be extremely proud of in Forfar. The integrity of the Conservation Area would not be compromised or diminished in any way. Indeed, this is what the design guidance contained within the relevant policies requires i.e. something that preserves or enhances the character of the Conservation Area and this proposal provides a real opportunity to introduce a high quality modern building that can become a future focal point within the community.

#### **Economic viability of reusing the existing building**

- 4.14 As the proposal involves demolition of existing buildings a separate structural survey and engineers report has been prepared to highlight the issues that the existing building raises most of which are not uncommon for a building of this style or age including slight movement of the north gable due to lack of restraint. This survey further supports the information that has been provided in previous Quinquennial Reports on the urgent, essential and desirable costs which continue to rise as evidenced in the updated 'current' rates and figures that have been attributed and applied to the last quinquennial report that was carried out in 2011.
- 4.15 The supporting letter from Shepherd's Chartered Surveyors – February 2017 provides an indication of the likely valuation of the existing property. However, this is based on the assumption that the most likely alternative use of the building would be for some form of residential flatted development but for the reasons stated in their report that would be an expensive undertaking that is unlikely to ever be viable. Other issues such as insufficient private amenity space and parking and residential amenity issues from actually being able to viably sub-divide the building would be very difficult to overcome.
- 4.16 Even if an alternative use could be shown to be somehow viable it would still not provide the existing church with a realistic proposal to move forward as they would then be faced with the issue of finding an alternative site, purchasing that alternative land and then developing a new building on the new site. Quite apart from these obvious issues and further uneconomic costs, the congregation want to maintain their presence on the same site as the current building so that it can continue to be a community facility at this recognised and historic location on the edge of the town centre which is also what is fully supported and endorsed by Development Plan Policy.



## Wider Public Benefits

Have Your Say! Consultation event (Spring 2016)

- 4.17 A consultation event was undertaken by the church and the proposed plans were put on display (March-April 2016) for anyone to comment. A comments book was also available for anyone to note down their thoughts and comments as part of this consultation exercise. A total of 70 individual comments were received. The vast majority of the comments were positive with only a handful commenting that they felt that the new building should *'look more like a church or that a church feature should be incorporated at the entrance'*. A summary of the most common themes and comments that were provided are as follows;

- *'This is the future as large congregations are a thing of the past'*
- *'This is what we need to attract more and young people into the building and see how forward looking and friendly we are in St Margaret's. Let's move forward and soon!'*
- *'It is the way ahead for the future of St Margaret's and the community. Easily maintained and purpose built for different organisations to be involved. Time cannot stand still and we have to look to the future for the next generations.'*
- *'Refreshing, vibrant, transparent and the way the Church of Scotland needs to represent itself'*
- *'A great concept – multipurpose facilities allowing access for all are the way forward'*
- *'An easily maintained (and heated) building suitable for the 21<sup>st</sup> century'*

- 4.18 The wider economic and social benefits of the proposed new building and the better range of facilities and multi-function spaces that would be available for all in the community to use, has consistently been one of the key drivers behind this proposal. It has been recognised for years that the current building was designed and built in an era (late 19<sup>th</sup> Century) when the world was a completely different place. The church needs to adapt to meet the needs of not only its existing users but also to meet the needs of the future generations. Amongst other things this means as a minimum providing a warm, light, energy efficient and welcoming environment with easily adaptable size of meeting spaces that can readily meet the needs of the groups who wish to use them. It also means attracting different user groups on different days and times throughout the week so that the new improved facilities are a sustainable facility that brings significant wider long term public benefits to both the building but also to the wider town centre of Forfar. The proposed new purpose built facilities would therefore realise these wider public benefits.

## Community Council

- 4.19 At the Royal Burgh of Forfar Community Council meeting that was held on the 16<sup>th</sup> March 2017, Rev. Maggie Hunt and David Stephen (James F. Stephen Architects) provided a presentation and an in-depth background to the history of the building (built 1881) and the current use of the church as a faith congregation but also the extensive community groups and service providers using the premises. They explained that the range of age groups extend from toddlers pre-group to over 80's and shows the great demand in this popular location given the proximity of parking in the Myre car park and central to local bus services. However, the running costs of such a large building and internal space does not provide a fully functional building fit for current and future demands.
- 4.20 Drawings were presented by David Stephen showing a vision for a community multi-purpose building with internal moveable divisions to accommodate occupation either in smaller spaces or opened as one large area to use the building to its full potential.
- 4.21 The Community Council extended thanks to Rev. Maggie and David Stephen for the presentation and agreed the wider community benefits from the extensive services provided in the Church and any new building would be an asset.
- 4.22 Some of the other comments received from the community council members were as follows;
- Very impressed in their proposals;
  - The community aspect is very good;
  - The fact the main room can be used to fit different functions is good;
  - The design is very different from the surrounding neighbouring buildings that could change any historic element of this part of town;
  - Parking may be an issue;
  - The glass frontage, would this be a distraction to any traffic coming down New Road? and
  - It would good to use some original stone in the front part of the building along with using maybe some stain glass to 'promote the continued faith ' of the building, being old and new.

## Other Matters

- 4.23 A Bat Survey (Jenny Wallace Ecology) has been prepared in accordance with the requirements of Policy PV5. No evidence of roosting bats was found and the building was assessed as having only a low level of bat roosting potential. A further dusk bat activity survey is programmed for May 2017.



## **5 Conclusions**

- 5.1 This supporting planning statement should be read in conjunction with the planning application submitted by James F Stephen Architects on behalf of The Kirk Session of St Margaret's Church for the demolition of the existing church and the erection of modern fit for purpose and contemporary landmark building at West High Street, Forfar.
- 5.2 The planning application requires to be considered under the terms of development plan policy (with the key policy considerations being those from the Angus Local Development Plan set out in Chapter 2) but also Scottish Planning Policy and related Planning Advice Notes and also Historic Environment Scotland Policy Statement June 2016 as set out in Chapter 3.
- 5.3 The existing church building is not a listed building but does lie on the western fringe of the Forfar Conservation Area boundary. As required by the relevant policies, issues relating to the importance and condition of the existing building and the economic viability of reusing the existing building are acknowledged in Chapter 4 and also addressed within the additional documents and reports that are submitted in support of the planning application.
- 5.4 The proposed new facilities would bring about significant wider public benefits to a range of users and community groups and also be an important future asset and focal point for the wider community in Forfar.
- 5.5 The proposal is for a high-quality design that meets the requirements of Planning Policy with its ongoing contribution to sense of place, cultural identity, social well-being, economic growth, civic participation and lifelong learning.
- 5.6 In conclusion the planning application can therefore be supported under the terms of the relevant policies set out in the Development Plan as well as being in conformity with SPP, PAN 71, and Historic Environment Scotland Policy and Advice, subject to any conditions that may be considered necessary by the council.

## St Margaret's Church – Back story 1977 >

St Margaret's congregation came into being in May 1977 as a result of the union of the former West Church and the former St James's Church. The building in West High Street became the building of the united charge and St James's Church, (at the junction of St James's Road, Chapel Street and Academy Street), was sold. The sanctuary after all these years still stands empty and unused.

The united congregation inherited a building, completed in 1881, which was not without its problems. The design of the roof meant that there were continual repairs required. The fact that part of the hall complex was underground led to flooding and drainage problems. Repairs to the stonework and the windows were also major issues over the years.\*

As far as it is possible to calculate, at least £20k has been spent on the roof over the years; £20k on the stonework; £9k on the windows; and in the early years of the century around £15k on dry rot in a section of the building complex. This is a very conservative estimate as the records do not always show the costs for work done. All this work and expenditure did not solve the underlying issues, merely kept things going for a while.

It was recognised early in the union that something needed to be done about the building. As early as 1983 consideration was given to the possibility of flooring the gallery and retaining one of the levels as the sanctuary, with ancillary accommodation on the other level. Discussions took place over succeeding years but progress was hampered, partly by the lack of financial resources, especially in the early years, and then later by the fact that another union might have been in prospect, in which situation a congregation is not allowed to spend major amounts on refurbishing a building. In the event, the Presbytery of Angus (the local decision-making body of the Church of Scotland) ultimately decided against union, and St Margaret's became free to make plans for the future of the current site. Needless to say, the delay over the years has done nothing to improve the fabric problems of the building.

Finally from the year 1996 onwards the congregation began to engage architects to draw up possible plans. The account of that engagement has been provided separately by Stephens.

\*During the years 1977-2001 in the church records there are 21 separate references to problems with the roof; 12 references to stonework repairs; 13 references to trouble with gutters and downpipes; 8 to flooding and drainage problems; 10 to issues with the windows. Heating systems have also been a source of major expenditure over the years – the current ones are reaching the end of their useful life.



**3984 – PROJECT BACKSTORY – St. Margaret’s Centre; Forfar****Project Background**

The purpose of this narrative is to “expand” on the Project Background section within the Design Statement submitted to Angus Council on 03 February 2016. This text describes, in greater detail, the previous options that have been considered and discounted for St. Margaret’s Church Forfar since 2001; all of which has culminated in the current preferred design solution submitted to Angus Council in 2016.

**JFSA Job No. 1996 – Year 2001 (please refer to drawings titled Appendix A)**

Initially the clients considered an option for “complete” refurbishment and alterations of the existing Church. The solution proposed the following:

- Creation of new entrance feature
- Installation of central lift
- Sub-dividing the church vertically byway of a complete new floor at current gallery level
- Newly formed sanctuary, chancel and worship area at upper floor level
- Leveling existing graded sanctuary floor
- Formation of Hall of Friendship Meetings rooms, offices, kitchen, toilets and storage at lower level.

In 2001; the Project Quantity Surveyor’s analysis reported that the cost of these works would be in the region of £686,500.

In 2004 an updated cost exercise was carried out on the above proposals; a construction figure of £770,000 was reported by the Project Quantity Surveyor. The costings at this time were for internal alterations and did not include for fabric repairs or increased levels of insulation. As a result there would not have been any reduction in ongoing maintenance or running cost with the building continuing to be a financial drain on the Churches finances.

**CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

*Due to the cost of the proposals, the fact they did not include for the structure and a failed arbitration process with East & Old the project was not considered feasible at that juncture.*

**JFSA Job No. 2739 – Year 2006 (please refer to drawings titled Appendix B)**

In 2006 JFS; JFSA prepared revised and amended proposals for the retention of the Church that embraced the following client requirements:

**General**

- Parking facilities adjacent to building entrance (incl. disable parking)
- New access to building, compliant with DDA regulations
- New passenger lift connecting lower and upper floors
- Good quality toilet facilities to serve sanctuary and halls (incl. disabled and baby change)
- Storage accommodation throughout building
- Entrance through ‘shared access area’ including:
  - Reception point
  - Info point
  - Casual seating area
  - Coffee lounge with kitchen area and servery.

**Sanctuary**

- Seating capacity up to 600-800 (flexibility to allow smaller areas)
- New access to building, compliant with DDA regulations
- Chancel area to accommodate communion table, font, reading lectern, space for music group
- Small chapel area accommodating 30 chairs, table, lectern and keyboard, with independent heating system

**Hall Complex**

- Vestry for 2 ministers
- 5 additional rooms (meeting areas) which can be sub divided by use of moveable partitions
- Hall to accommodate up to 150 people

- Kitchen provision

There was no budget cost prepared for this scheme

**CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

*The reason for not progressing these proposals was financial. The decision was made that it was not economically viable to spend several hundred thousand pounds on the present building at this juncture.*

**Hardies Property & Construction Consultants - Quinquennial Report – 2007**

Hardies completed an Arbitration report in 2007. A copy of this report was forwarded to Angus Council on 23 February 2016

**Year 2010 - Crawford MacKenzie Architects Proposals - (please refer to drawings titled Appendix C)**

Crawford MacKenzie Architects were appointed in 2010 to complete a feasibility study (design and costs) for retention and refurbishment of the Church.

**CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

*A special meeting of office-bearers was held in August 2010 to decide the way forward. At this time, it was the turn of the Forfar churches to have professional surveys completed on all the buildings. It was decided, therefore, to wait for the results of the survey before taking a decision on the McKenzie proposals. Results of professional survey 2011 showed the need for repairs totalling around £173,418 (see below). This figure was over and above the cost of the refurbishment plans. At a special meeting to discuss the survey it was felt that given the very high cost of repairs and refurbishment it would be more prudent to look at the cost of demolition and rebuilding on the present site. This would result in a modern attractive sustainable building with much reduced running costs for the future.*

**JFS Architects LLP - Quinquennial Report - 2011**

The updated report highlighted the cost of urgent, essential and desirable costs = £173,418

A copy of this report was forwarded to Angus Council on 19 February 2016

**JFSA Job No. 3653 – Year 2013 to 2015 (please refer to drawings titled Appendix D)**

A Project Management Group was set up in 2012 which considered the needs of the church and the Community. Colin Smith of the Glamis Consultancy was appointed to carry out Community consultation which is appended to this summary. A business plan was also undertaken which supported a new build modern facility on the site. It is noted under the heading “**3.5 Research conclusions**” within the Glamis Consultancy’s Public Consultation Document that the “aspirations of St. Margaret’s Church are broadly welcomed”

JFS Architects LLP were approached by the clients in 2013 to develop design proposals for the complete demolition of “all” buildings on site to allow a significant “community” church to be constructed. The client’s initial brief included the following text:

*The Project consists of the demolition of the existing church building on the site in West High Street Forfar and the redevelopment to provide a new modern functional building to service the congregation and the community on the same site.*

*The vision is to demolish the existing stone built sanctuary and attached hall building and associated accommodation and replace it with an entirely new building. Re-use of part of the existing structure in the redevelopment of the site should not be discounted in its entirety.*

*The current building is not listed but it is within a conservation area and it is hoped that some of the existing building materials may be re-used in the structure and finishing of the new church building.*

*The main access for the building will be from the West High Street but a side access to the community hall and associated accommodation from the lane would be anticipated.*

*The new building should be positioned in a prominent position on the site and orientated to make full use of the natural light in the building.*



Within the design considerations should be given to the possibility of a phased development to allow the church hall and associated accommodation to be used until a new sanctuary is constructed. Once a new sanctuary is completed the services can be transferred to it and the phase two of the hall commenced.

Accommodation is to be as flexible as possible in order to fulfil the needs of the congregation and community users.

The following accommodation requested in the clients brief equated to a building area of some 865 Sqm including a dedicated sanctuary for some 250 people.

The Project Quantity Surveyor's analysis reported that the works cost associated with constructing a significant new build community church based on the above brief and schedule of accommodation would equate to £1.62M

JFSA concluded design proposals for the feasibility study commissioned in 2014 which included a meeting with Angus Council Planning Officer David Gray where the design proposals were well received in principal.

Although the clients were keen to realise the new build £1.62M development; financially both options outlined above were unrealistic and not viable for the clients to pursue.

**CLIENT REASON FOR NOT PROGRESSING ABOVE OPTION:**

The sole reason for not progressing with this scheme was financial; £1.65M greatly exceeds the client's budget.

**JFSA Job No. 3984 – Year 2015 (please refer to drawings titled Appendix E)**

JFSA were appointed in early 2015 to look at a significantly reduced project brief. The revised brief equates to a proposal with a floor area of some 550sqm which the Project Quantity Surveyor has advised is within the clients budget.

The clients brief for this particular project was to include the following:

- Prayer room / Oratory
- Male, female & disabled w.c. facilities
- Vestry (with w.c. facilities)
- Administration office
- Café/welcome space & circulation concourse
- Kitchen
- Storage
- Hall (space to double as sanctuary and be flexible to subdivide for either conference/meeting accommodation or leisure events)

We hope the above Project “backstory” (and attached information) provides enough information to allow Angus Council to understand and appreciate the level of detail and consideration that has been completed to date to realise a church building that will be “fit for purpose” and that will serve the needs of the local and immediate community in Forfar.

David Stephen (JFS Architects LLP)

# ST. MARGARET'S CHURCH, FORFAR APPRAISAL OF REDEVELOPMENT PROPOSALS

## MARKET RESEARCH AND FINANCIAL FEASIBILITY STUDY

MARCH 2015



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## Executive Summary

The Glamis Consultancy has undertaken an analysis of the community need and demand for the proposed community facilities envisaged as part of the redevelopment of St. Margaret's Church, Forfar.

Having assessed the likely levels of demand we then assessed the financial viability of the proposed new church building.

We conclude that whilst the aspirations of St. Margaret's to develop the church as more of a "community asset" are admirable and find significant support within the Forfar community, such a project could incur financial costs if it was not backed up by increased revenue to ensure financial sustainability. This report sets out our findings.

## Community and Business Research

1. Community and business views have been sought into the proposed redevelopment of St. Margaret's Church in Forfar
2. Overall the proposals are welcomed by existing users, church members, businesses and the wider community
3. However there are a few concerns over the scale of the project and compatibility with the facilities that the church needs for its own uses
4. There is no evidence that the building could respond to any hitherto untapped source of venue hire business
5. There are also some concerns over the business model that any form of "community cafe" might take
6. There are some concerns over the potential negative impact of the Community Campus on the viability of community facilities at St. Margaret's Church
7. Respondents have provided views on the facilities and services that the redeveloped church building should provide
8. And have provided their opinions on some aspects of the layout of the new building

## Financial Feasibility

We have assessed three possible Options for the new church building. These are:

- Option 1 - Operation as a church based on current levels of use
- Option 2 - Use of the building as more of a community asset available for wider use
- Option 3 - As Option 2 but including a publicly available "community café"

Our findings are as follows:

1. Based on Option 1 it is likely that the new building can operate on a financially viable basis
2. Option 2 would be unlikely to be viable in the absence of some form of revenue support such as significantly increased venue hire income but is unlikely to achieve this, in the



absence of a clear potential source of hire business and especially as there are competitor locations in Forfar including the new Community Campus which will offer venue space.

3. In Option 2 although revenue is likely to increase, there are likely to be increased operating costs which ensure that it remains non-viable
  4. In Option 2 it is likely that the operating costs would be significantly greater than those currently incurred due to the need for building management and promotion to achieve increased usage
  5. In Option 3 the new building incorporates a community café, operating on a public basis, and as a result it is more likely that the building can be operated on a financially viable basis.
  6. There may be concerns expressed by other local establishments that such a facility would compete directly with the existing café outlets in the vicinity of St. Margaret's Church.
  7. If a smaller building is developed, based solely on Option 1, then it is likely to be a financially viable project based on anticipated levels of costs and income for a building of the scale proposed.
  8. Option 1 has a substantially neutral impact on church reserves, Option 2 is a drain on reserves from the outset and Option 3 could be a generator of revenue to increase church reserves
-

## 1. Introduction

This report sets out the findings of the community and business research undertaken in Forfar in relation to the need for the proposed redevelopment of St. Margaret's Church to provide community facilities. The report then goes on to set out the financial implications and feasibility of the proposed redevelopment. The report concludes by setting out an outline fundraising strategy.

## 2. Methodology

A range of research techniques were used. These were:

- Focus groups with representatives of key potential user audiences including businesses, community groups and existing church hall user groups
- A paper and online based community survey with links from the church website, promoted via extensive local press coverage and with distribution amongst Sunday worshippers and other visitors to St. Margaret's Church
- An online business survey sent to around 120 Forfar businesses.

The research was supported by presentations to Forfar Community Council, Forfar Local Community Planning Partnership and attendance at the first open meeting held by Angus Council to discuss the proposed Forfar Academy community campus. The research was followed by an assessment of financial viability of the various options for the new building concept.

## 3. Research Findings

### 3.1 Community Survey

Full results are shown in a separate pdf file (Appendix 1). The Key Findings were as follows:

- Number of respondents = 158 (80 are church members – a 27% response rate of all 300 or so church members)
- Strong agreement (82% agree or agree strongly) that St. Margaret's is an appropriate location to develop community facilities
- 250 seat facility most strongly supported aspect (81%)
- Soundproof room least supported aspect (46%)
- Community café supported by 69%
- The Community Café should be:
  - Open daytime and evenings
  - Providing light refreshments
  - Available for functions
  - Available for evening use



- Open to the wider public
- Groups would make most use of:
  - The 250 seat facility
  - Large hall
  - Smaller meeting rooms
- 81% believe there would be a positive impact on Forfar

### 3.2. Business Survey

The Glamis Consultancy built a contact database of around 120 Forfar businesses using publicly available contact data. Forfar Rotary Club and Dundee and Angus Chamber of Commerce kindly distributed the survey to their local members. Full results are shown in a separate pdf file (Appendix 2). The Key Findings were as follows:

- Number of respondents = 14 (c12% response rate)
- Reasonable agreement (61% of respondents agree or agree strongly) that St. Margaret's is an appropriate location to develop community facilities
- 38% disagree
- 250 seat facility most strongly supported aspect (78%)
- Quiet area least supported aspect – not relevant to business use (36%)
- Community café should be:
  - Open daytime and evenings
  - Providing light refreshments
  - Available for functions
  - Available for evening use
  - Open to the wider public
- 62% would make use of 250 seat venue
- 39% would not use it
- 28% would use it less than annually
- 57% would use it more than annually but less than monthly
- The venue needs flexible seating, Wi-Fi audio, projection system and catering facilities
- 71% would use smaller meeting rooms
- Most more than annually but less than monthly
- Smaller rooms should have facilities which are similar to the large room – audio, Wi-Fi etc.
- 92% believe there would be a positive impact on Forfar (interestingly, more than in the community survey)

### **3.3. Focus Group Outputs**

#### **3.3.1. Business Group**

Three representatives of the business community participated in a focus group specifically aimed at researching the potential for business facilities in the new building. This turnout was disappointing given that:

- There had been extensive coverage of the meeting taking place via the Forfar Dispatch
- Colin had visited every business in the West High Street between Haq's Newsagent and The Cross and dropped off a leaflet where the premises were closed or had personally invited business owners or managers to attend.

We conclude that there is a great degree of apathy at this stage, which may not reflect a particular problem with the specific development, but reflects a wider apathy amongst businesses in the town in general. This may be due to "consultation fatigue" as consultations seem to be on-going on a wide range of initiatives. Members of the business group were asked:

- What business facilities do you think Forfar needs?
- What do you think of the facilities proposed for St. Margaret's Church?
- Do the proposed facilities meet the need for business facilities in Forfar?
- What comments do you have on the design of the proposed new building?

#### **a) Perceived Need for Business Facilities**

Participants responded that Forfar needs the following:

- Rooms suitable for training and seminars – up to around 60 capacity. The closure of the Royal Hotel now means that there are few locations which can offer this.
- A conference facility with capacity for up to 60 seated comfortably – within a flexible multi-purpose venue which can also be used for events and functions. The space would need to be acoustically subdivided. For meetings greater than 80 the Reid Hall is adequate
- A venue for weddings and funeral teas – even if they main event does not take place in the church itself
- Good kitchen facilities with access for catering providers
- A hub for business groups
- Offering good facilities and scope for evening use
- A decent lunch venue

#### **b) Views on the St. Margaret's Proposals**

The participants were then asked to comment on each of the proposed spaces envisaged for inclusion in the new St. Margaret's building, which were specified by the church in the study brief. They responded as follows:



- A 250 seat facility suitable for a range of uses such as conferences, concerts and meetings:
  - Not big enough for a large funeral or wedding. Needs flexibility for more.
  - However it may be TOO big for normal church use – way in excess of Sunday worship requirement.
  - Too big for business use – the main venue currently used is Carnoustie which has capacity for up to 150 and this is regarded as adequate for all of Angus
- A hall large enough to be used for certain indoor sports:
  - Not compatible with business use
  - Too small for a badminton club – the community campus may meet this requirement more effectively
- Smaller meeting rooms for community use:
  - Good for business use as long as they do not replicate what most businesses have in their own premises
  - Minimum capacity of around 25
  - There would be occasional business use
  - There must be Wi-Fi and presentation facilities
  - Comfortable seats
  - Coffee etc. available
  - But is this compatible with other church and community users – e.g. youth clubs or crèches?
- A community café:
  - What is a community café?
  - There needs to be more definition of the business Option
  - There is no shortage of places nearby
  - No need but there may be demand
  - Needs a street frontage
  - If it was good it would be widely used
  - Could it could struggle to compete as there are many competitors around the area
- A quiet area (for contemplation or to read, with perhaps a cup of coffee):
  - No strong view on this

- A 'sound proof' room – possibly available for e.g. band practice:
  - Cost implications – of construction and operation
  - Is there demand?
  - Does the Pit Stop offer this?
  - Is it compatible with funerals and weddings?
  - Not sure if it is a "fit" with the other uses
- Other:
  - General feeling that the project, whilst commendable in its ambition, may be too ambitious
  - Congregation numbers and Sunday attendance may not warrant such a development
  - However there is scope for business use
  - But there may be danger of conflict between users
  - A sensitive site requiring a sensitive building concept
  - Use existing stone – this increases costs
  - Could the sanctuary be located upstairs?
  - Does it meet the requirements of the church first and foremost?
  - "Economic madness" – quote from one participant
  - Could the church do a partial demolition and reuse what they currently have at the back i.e. the halls?

### c) **Meet with Business Requirements**

How well does the project meet the business requirements set out in section a?

- Rooms suitable for training and seminars.  
5/5 - Yes
- A conference facility with capacity for up to 60 seated comfortably  
3/5 – may be too big
- A venue for weddings and funeral teas  
4/5 – need to allow access via high doors and centre aisle
- Good kitchen facilities with access for catering providers
- A hub for business groups  
5/5 - Yes
- Offering good facilities and scope for evening use  
4/5 – Depends upon community café business Option
- A decent lunch venue  
1/5



## **d) Conclusions**

Businesses were broadly supportive of the project but they are concerned that it is over ambitious. Although they would possibly make use of the smaller rooms, the conference facility may be a little large for what is required, however they see the centre as a potential hub for business groups. There is a relatively low level of support for the community café.

### **3.3.2. Community Groups**

Four representatives of Forfar community groups participated in a focus group specifically aimed at researching the need for community facilities in the new building. This turnout was relatively disappointing given that:

- The event was heavily publicised in the local press
- A presentation was given to Forfar Community Council to encourage their members and members of the public to attend
- Angus Council Community Planning Officer forwarded the details of the event to community groups in Forfar
- The issue of community facilities is currently very much live given proposals for development of the community campus

The Glamis Consultancy also attended a public meeting held by Angus Council to solicit views on the community campus and a community workshop held by the Forfar Local Area Planning group. We conclude that the relatively poor turnout at these events probably reflects a wider apathy or something of a consultation overload in general in the town. Members of the community group were asked:

- What community facilities do you think Forfar needs?
- What do you think of the facilities proposed for St. Margaret's Church?
- Do the proposed facilities meet the need for community facilities in Forfar?
- Would your group use these facilities?
- What comments do you have on the design of the proposed new building?

## **a) Perceived Need for Community Facilities**

Participants responded that Forfar needs the following:

- Hotel
- Drama Venue
- Tourist Accommodation – a small hostel
- Music venue
- Community campus too far out of town

## **b) Views on the St. Margaret's Proposals**

The participants were then asked to comment on each of the proposed spaces for the new St. Margaret's Church building. They responded as follows:

- A 250 seat facility suitable for a range of uses such as conferences, concerts and meetings:
  - Scope for inappropriate use of the sanctuary
  - Need disabled access
  - Multiple uses could bring in money
  - Do we need 3 CoS in Forfar?
  - The Church has first call on it
  - Used for drama, music, theatre?

Overall – unsure about uses and may conflict with the main role of the building as a church

- A hall large enough to be used for certain indoor sports:
  - Yes
  - Scouts could use it
  - Crèche
  - Probably a lot of use

Overall – big YES to this

- Smaller meeting rooms for community use:
  - Definite need
  - Can be hired out
  - Uses include groups, NHS, Council

Overall – big YES to these

- A community café:
  - What is it?
  - Could be volunteer run – e.g. Hope Park Church in St. Andrews was mentioned as a comparator and a church in Gorbals in Glasgow
  - Is it full time?
  - Could it do funeral teas and other functions?
  - Lunch Club facility?
  - Scope for a community business?
  - What about competing with other cafes nearby?

Overall – question mark over what it is and how it would be run. The Church needs to look in more detail at what the operating Option would be.



- A quiet area (for contemplation or to read, with perhaps a cup of coffee)
  - Make it internal
  - A side chapel
  - Related to the sanctuary
  - Place for reflection
  - Not for reading the newspaper or having a coffee
  - Suitable for multi faith – or for none

Overall – Yes but a spiritual place - not for drinking coffee

- A 'sound proof' room – possibly available for e.g. band practice:
  - Definitely not in a church
  - If it must be done, stick it in the back
  - Needs good access
  - Not through the church – separate
  - Could encourage young people to get involved

Overall - a high level of doubt about this. It needs to be sensitively located – at the back of the building and out of the way of other users - and soundproofed - expensive

- Other:
  - Kitchen – does this duplicate the café?
  - Hostel for staying groups?
  - Use the existing church stone
  - Space in front should NOT be for parking
  - Set back from street as per the current building
  - What's this about 14 years – from November meeting?
  - Need a secure church office - vestry

### c) **Issues Arising**

- How well does the project meet the community requirements set out in section b? The church site does not really match up for some of the major aspirations but it could provide some of them, for example the venue for drama and music.
- However there is something of a concern over conflict between church and community use
- Overall, a place which is open to everyone and not just church users.

## d) Conclusions

Community groups were broadly supportive of the project. The large hall and small halls were welcomed as was the community café although it needs further definition. They were less certain about the 250 seat venue which could conflict with other church functions. The quiet area is welcome although as a place of reflection and not as a place to drink coffee whilst there was little need apparent for the soundproofed room. There was some question over what the café was and how it would be run.

### 3.3.3. Current Hall Users

This group was well attended with around 20 participants, from groups associated with the church to those who used the halls as a place to host their activities. Discussion was lively with a strong overall view that the redevelopment was a positive development. Members of the existing users groups were asked:

- What facilities do you need?
- What do you think of the facilities proposed for St. Margaret's Church?
- Do the proposed facilities meet the need for community facilities in Forfar?
- Would your group use these facilities?
- What comments do you have on the design of the proposed new building?

## a) Perceived Need for Facilities in the Building

Participants responded that they need the following:

- Toilets – not unisex
- Main Hall (not the sanctuary)
  - Large hall for 80 – 100
  - Audio visual equipment
  - Flexible room space with dividers
  - Good acoustics
  - Good for teaching and practical skills
  - Good Storage
  - Suitable for games
- Kitchen
  - Ovens
  - Fridge/freezer
  - Tea coffee making facilities
  - Large food preparation area
  - Hand washing area
  - Cookers
  - Double sinks



- Storage
- Smaller Meeting Spaces
  - 30 – 50 people seating
  - Suitable for Sunday School and crèche
  - Suitable for Friday coffee mornings
  - Near to kitchen and toilets
  - Subdivides
- Other Facilities:
 

<ul style="list-style-type: none"> <li>➤ Notice Boards</li> <li>➤ Wooden floor</li> <li>➤ Lots of power points</li> <li>➤ Movable furnishings</li> <li>➤ Good heating</li> <li>➤ Insulation</li> <li>➤ Good soundproofing</li> <li>➤ Presentation screens/TV</li> <li>➤ Dark area for PowerPoint and presentations</li> <li>➤ Visual aids</li> <li>➤ Flooring suitable for games</li> <li>➤ Broadband throughout</li> <li>➤ Area to leave outdoor shoes and coats</li> <li>➤ Storage, storage and more storage</li> </ul>	<ul style="list-style-type: none"> <li>➤ External games/BBQ space</li> <li>➤ Parallel bars</li> <li>➤ Wall bars</li> <li>➤ Silence to be achieved if required</li> <li>➤ Decent seats</li> <li>➤ Induction loop</li> <li>➤ Must be suitable for partially sighted</li> <li>➤ Toilets on the levels suitable for prams and wheelchairs – with easy access to halls</li> <li>➤ Glass frontage</li> <li>➤ Use existing stone</li> <li>➤ DDA compliant</li> <li>➤ No pebbles out front</li> </ul>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------
- Quiet Area
  - For prayer and reflection – it's a church not a reading room
  - Internal – not an external space
  - Not for coffee or reading newspapers
  - May be another room
  - Or a side chapel like those at e.g. Ninewells, Glasgow Airport
  - Omnifaith – a Christian space open to all faiths but clearly Christian
  - Internal – available all day every day
  - A reading room – yes but not for coffee and newspapers. Its another sanctuary but smaller

- Soundproofed Room
  - Is it too expensive?
  - The jury is out
  - May conflict with the quiet area and the ambience of the building
  - Overall, no to the sound proofed room

**b) St. Margaret's Proposals**

The participants were then asked to comment on each of the proposed spaces for the new St. Margaret's building. They responded as follows:

- A 250 seat facility suitable for a range of uses such as conferences, concerts and meetings
  - YES
- A hall large enough to be used for certain indoor sports
  - YES
- Smaller meeting rooms for community use
  - YES

Overall – big YES to these

- A community café
  - YES in principal but all respondents in the groups indicated that the church needs to look in more detail at what the best operating option would be.
- A quiet area (for contemplation or to read, with perhaps a cup of coffee)
  - YES but a spiritual place - not for drinking coffee or reading. A side chapel, a smaller sanctuary or just a quiet area for reflection which can be used by all faiths or none
- A 'sound proof' room – possibly available for e.g. band practice
  - A BIG NO
- Other



- External areas paved and grassed – not pebbles
- Use original stone
- Sensitive design needed in that area of Forfar
- Ready access needed for funerals
- Central aisle please

Overall – some other good suggestions emerging

### **c) Issues Arising**

There is a concern over potential conflict between church and community use. Also, given the size of the church congregation and general trends towards smaller ageing congregations, and mergers should the church not develop what they NEED rather than what they may WANT? Again, this is a place which is open to everyone and not just church users.

### **d) Conclusions**

Existing user groups were very supportive of the project. Only the soundproofed room was regarded as unrequired. There was ambivalence over the café as it needs further development of the concept and indication that the kitchen may be more essential.

## **3.4. Building design**

Respondents in all groups gave some feedback on the building design. They were asked to be architect and draw up some thoughts on their views on the layout of the spaces within the building. These will be used to brief the architect when commissioned.

Generally most respondents envisaged a building with a centrally located 250 seat sanctuary and the other spaces around the sanctuary. Externally, no pebbles and set back from the street as is the case with the current building. The reuse of the stone should be included and full DDA compliant access is essential. A few suggestions were made that there should be a central aisle in the church.

## **3.5. Research Conclusions**

Overall there is a generally strong positive view of the redevelopment proposals however there are some areas of common concern. These are:

- Will St. Margaret's Church be taking on something that is too big for its own needs?
- Is a 250 seat venue too large?
- How can such an ambitious project be funded?
- What would the impact of the Community Campus be on demand for facilities?
- What is the business Option for the community café?
- There is a need to make sure that the new building is sympathetic towards the streetscape of West High Street

There is a need for and a demand for, some of the facilities proposed to be included in the new development. These are as follows:

#### Definitely

- The large 250 seat meeting space – although some respondents believed it to be too large
- Halls
- Smaller Meeting rooms
- Kitchen

#### Probably

- The quiet area but it should be internal not external and a spiritual and reflective area not for having coffee
- The games size hall
- The community cafe - but there is ambivalence and it needs clearer definition of what it does.

#### Unlikely

- The soundproofed room which doesn't sit with the ambience

Based on the research overall, we conclude overall that:

- The aspirations of St. Margaret's Church are broadly welcomed
- There is some concern over the balance between church and community need - what does the church need first and foremost?
- There is some concern over the proposed scale of the project
- The church should develop what it needs for its own needs rather than what it wants
- And can it afford to commit to high capital expenditure on a project for a relatively small number of members with no guarantees that the community will respond positively to the provision of the other facilities?
- An "elephant in the room" is the Community Campus which may offer many of the facilities that the church currently envisages.
- Finally, there is no evidence from any of the market research that the building could meet any currently untapped source of venue hire business



## 4. Financial Viability and Sustainability

This analysis follows on from the research into the community and business need undertaken in Forfar in relation to the need for the proposed redevelopment of St. Margaret's Church to provide community facilities. It provides an assessment of the likely financial viability of the proposed redevelopments at the church. The aims of this section are to address the questions:

- Is the development financially viable?
- Is it sustainable in the longer term?

### 4.1. Methodology

The approach used to assess business viability was based on the building concept developed by James F. Stephen Architects and the analysis undertaken was to:

Develop a series of Options for the proposed redeveloped church to include community facilities and then estimate for each option:

- Estimate operating costs from existing and researched costs
- Estimate revenue potential and viability at current levels of usage
- Assess overall viability on basis of scenarios for future use
- And then consider viability based on inclusion of a community café

Then consider a smaller redeveloped church which does not offer extended community facilities:

- Estimate costs from existing and researched costs
- Estimate revenue and viability at current levels of usage
- Estimate revenue and viability on basis of future operation as a church only

The research was undertaken using available benchmark data wherever appropriate.

### 4.2. Spaces Available for Hire

Spaces available for hire in the redeveloped building were based on the building concept prepared by James F. Stephen Architects and are as follows:

- Sanctuary only
- Large Meeting Hall
- Meeting Room 1
- Meeting Room 2
- Meeting Room 3
- Meeting Room 4 (Rooms 1 to 3 combined)
- All including Sanctuary

Total area of 1,297m<sup>2</sup>

The total area available in the smaller option is 620m<sup>2</sup>

### **4.3. Findings on Business Viability for the “Community Facilities” Option**

To investigate business viability of the Option based on the larger building and offering scope for extended community use, three options were developed. These were:

- Option 1 - Based on current levels of hall usage transferred to the new building and making use of appropriate rooms
- Option 2 - Based on increased levels of hall and meeting room rental as a community venue including daytime use
- Option 3 – As Option 2 but taking operation of a “community café” into account

#### **4.3.1. Cost and Revenue Assumptions**

A range of cost and revenue assumptions were built into each of the financial Options. These assumptions are set out below, relative to each of the Options:

#### **4.3.2. Option 1 Cost and Revenue Assumptions**

The Option 1 cost and revenue assumptions are as follows:

##### **a) Cost assumptions**

- As transfer of existing church business and activities means that the building would continue to function as current, this would not require appointment of a Hall Manager
- There is no marketing budget required
- Other staff costs remain as current including organist and admin officer
- No rates are payable – it’s still a church
- Building costs are based on a comparator contemporary public building of what might be similar nature. A relevant example is the John Hope Gateway at the Royal Botanic Gardens in Edinburgh for which data is available.
- The floor area of the new building is 1,297m<sup>2</sup> and the building is potentially open for the equivalent of 280 days per year but heating and lighting costs are incurred for 157 days to allow for four months (May to August) where operation at “full throttle” is not required due to better weather and general lower levels of demand
- The entire building is heated and lit for the opening days rather than being capable of having individual spaces “fired up”
- Estimates have been included for maintenance, insurance and administration costs
- There is no marketing or promotional budget

##### **b) Revenue assumptions**

- As current diary plus 3 weddings per year @ £300 per event – essentially a small increase on the level of current wedding business



- Current users fit into new spaces
- The available spaces are as set out in section 2.1

In this Option, the new church does not offer a community facility which is available on a “walk up” basis. The venue can be hired by additional external groups if required but costs and revenues are based mainly on the levels of current venue usage and hire business. Overall, the church is operated on a similar basis to the current building. Based on these assumptions, the overall costs and revenue are shown in Table 4.1.

<b>TABLE 4.1</b>	
<b>OPERATING COSTS AND REVENUE ESTIMATES - OPTION 1</b>	
<b>COSTS</b>	<b>Year 1</b>
Marketing	£0
Staff	£11,069
Maintenance	£3,000
Administration	£1,200
Building costs	£11,230
Rates	£0
Insurances	£5,000
Contingency	£3,150
<b>TOTAL COSTS</b>	<b>£34,649</b>
<b>REVENUE</b>	
Venue Hire	£37,752
<b>TOTAL INCOME</b>	<b>£37,752</b>
Total Costs	£34,649
Total Revenue	£37,752
<b>SURPLUS/DEFICIT</b>	<b>£3,103</b>

On this basis, it is clear that operating the building primarily as a church used largely for the functions and activities currently undertaken is unlikely to be a financial drain on the congregation of St. Margaret’s Church.

However the church does not fulfil a role as a community asset, remaining primarily for the use of members and groups who currently hire the existing church halls.

#### **4.3.3. Option 2      Cost and Revenue Assumptions**

In this Option there is increased revenue from venue hire arising from greater use of the church as a community facility. Cost assumptions are as for Option 1 but with the following differences:

- A part time (20 hours per week) Hall Manager in post to manage the bookings and look after the building and inclusion of a £1,500 marketing budget to promote the increased use of the church for various local groups.
- The floor area of the building is 1,297m<sup>2</sup> and the building is potentially open for the equivalent of 363 days per year but heating and lighting costs are incurred for 240 days to allow for four months (May to August) where operation at “full throttle” is not required due to better weather and general lower levels of demand

Revenue assumptions assume the following:

- Usage level is as per the hire current hire diary plus 20 weddings @ £300 hire per event. It is not known if this is regarded as an achievable number of weddings.
- Funeral hire based on one per month @ £300 venue hire. Again, it is not known if this is a realistic estimate
- There is a modest increase in room hire by external organisations
- Meeting rooms 1,2 and 3 hire of 8 hours per week charged at £15 per hour
- Entire site hire twice per year for e.g. a regional or national meeting or an event such as a concert
- Assumes all users (including external church organisations e.g. Angus Presbytery) pay a venue hire fee
- These revenue assumptions are probably conservative but serve to give an indication of potential venue hire usage

The precise level of usage is impossible to quantify but based on these assumptions, a typical annual operating budget is shown in Table 4.2.



<b>TABLE 4.2</b>	
<b>OPERATING COSTS AND REVENUE ESTIMATES – OPTION 2</b>	
<b>COSTS</b>	<b>Year 1</b>
Marketing	£1,500
Staff	£19,069
Maintenance	£3,000
Administration	£1,200
Building costs	£17,167
Rates	£0
Insurances	£5,000
Contingency	£4,694
<b>TOTAL COSTS</b>	<b>£51,630</b>
<b>REVENUE</b>	
Venue Hire	£41,660
<b>TOTAL INCOME</b>	<b>£41,660</b>
Total Costs	£51,630
Total Revenue	£41,660
<b>SURPLUS/DEFICIT</b>	<b>-£9,970</b>

Table 4.2 shows that even with an increase in venue hire revenue, the associated cost increases associated with longer opening and higher staff costs could render the facility non-viable due to the need to open on a more accessible basis. The deficit could increase further if there was a need to heat and light the building for a greater number of days but this could of course be offset by increased venue hire.

The revenue estimates are, of course, just that and the level of usage may be over or understated. However more detailed research would be required to firm up on the likely level of demand, especially given that the Forfar Community Campus may offer some of the community facilities envisaged for St. Margaret's. It is likely that substantial effort would be required to ensure that the building is used to the level at which financial sustainability could be achieved on an ongoing basis whilst there is no identifiable untapped source of income from which the new church building could generate income.

So whilst there may be scope to increase venue hire revenue or reduce staff costs leading to viability, this does not detract from the main finding that Option 2 is likely to be financially marginal.

#### 4.3.4. Option 3 Cost and Revenue Assumptions

Many churches now incorporate a community café, which would be open to the public on a general basis, as a means of ensuring revenue and cash flow whilst engaging the community. In this Option we consider how a community café would impact on the finances of St. Margaret's Church.

##### a) Café Comparators

Many of our major churches have cafes within them, including St. Giles' Cathedral, Exeter Cathedral and Carlisle Cathedral but smaller churches are now offering cafes either for their own congregation use or for public use. There are advantages and disadvantages to this.

##### b) Advantages and Disadvantages of a Café

The main benefits are that the church generates additional revenue and becomes more of a focus for the community in general. The disadvantages are that there are staff costs associated with the operation and there is a need to comply with food and hygiene legislation. Overall a café:

- Makes the building more inclusive
- Creates an informal meeting place
- The church becomes a focal point in the community
- It may encourage people to come along at other times
- It can be reserved for e.g. funeral teas, community group use
- There is scope for volunteers to get involved in running it
- However it may cause displacement from local businesses
- And compliance with legislations is required

Examples of church cafes are shown in the links below (Table 4.3).

TABLE 4.3 CHURCHES WITH CAFES	
Manna Café, Newport on Tay Church of Scotland	<a href="http://notchurch.co.uk/index.php/manna/">http://notchurch.co.uk/index.php/manna/</a>
The Cloister Café, St. Bartholomew the Great, London	<a href="http://www.greatstbarts.com/Pages/Cloister_Cafe/cafe.html">http://www.greatstbarts.com/Pages/Cloister_Cafe/cafe.html</a>
Michaelhouse Café, St. Michael's Church, Cambridge	<a href="http://www.michaelhousecafe.co.uk/michaelhouse-centre/">http://www.michaelhousecafe.co.uk/michaelhouse-centre/</a>
King's Café, Kingsland Lexden Church, Colchester	<a href="http://www.kingsland.org.uk/lexden/aboutUs/kings">http://www.kingsland.org.uk/lexden/aboutUs/kings</a>
Cottage Beck Café Church, Scunthorpe	<a href="http://www.cafechurch.com/">http://www.cafechurch.com/</a>

For further ideas on design of church cafes see

[http://www.ehow.com/info\\_8064427\\_design-ideas-coffee-shops-church.html](http://www.ehow.com/info_8064427_design-ideas-coffee-shops-church.html)



There will be a need to comply with relevant legislation. All food businesses which make, handle, store or sell food are subject to inspections to ensure that the food is safe for the consumer. Registering a food business allows Environmental Services to be aware of the business and incorporate it into the system of inspections. There is no charge made for this registration and it cannot be refused. In general terms, anyone handling food should be trained in basic food hygiene. Training in the Elementary Food Hygiene Certificate is provided through local colleges, community use schools and the private sector.

Premises serving food must have a separate sink and wash hand basin and all surfaces (walls, worktops and floors) must be smooth and easily cleaned. There must be enough space to prepare and store food although this will depend on the scale and type of operation. These requirements may impact on building design and layout

### c) Potential for a Community Café at St. Margaret's

The research has indicated that the concept would be welcomed but that more detail was required on the business model for the café. So in this Option, the community café offers:

- 36 covers maximum and open to the public, reflecting the research outputs and architects' building concept
- Maximum footfall of 288 per day (1 hour dwell time)
- Average opening 6 hours per day, 363 days per year
- Average spend £1.84 (based on average catering spend from SVAM for 2012<sup>[1]</sup>)
- Cost of catering is 40%
- No staff costs as the café is run by volunteers

The café can be considered as a "stand alone" facility within the church (Table 4.4).

<b>TABLE 4.4</b>	
<b>CAFÉ OPERATION – VOLUNTEER OPERATION</b>	
Capacity	36
Hours per day	6
Max Footfall per day (based on hour dwell time)	216
Days open per year	363
Footfall per year	78,408
Average income per visitor (based on SVAM figure for heritage centres)	£1.84
Total café income	£144,271
Café costs (40%)	£57,708
Café Surplus	£86,562

Based on these estimates it is feasible that the café could generate a surplus of c£86k if no staff costs are incurred.

#### d) Role of Volunteers

Note that in the above Option, the café is run largely by volunteers. However it may be feasible to include a staff cost element based on 1 FTE café staff. In that case, and assuming that the cost of this is just under £25k per year, based on 1 Full Time and 2 part time staff, the operating situation would be as shown in Table 4.5.

TABLE 4.5 CAFÉ OPERATION – WITH STAFF POSTS	
Capacity	36
Hours per day	6
Max Footfall per day (based on hour dwell time)	216
Days open per year	363
Footfall per year	78,408
Average income per visitor (based on SVAM figure for heritage centres)	£1.84
Total café income	£144,271
Café costs (40%)	£57,708
Staff cost	£24,492
Café Surplus	£62,070

Even with a full time café manager and café staff it is still feasible that the café could operate on a financially viable basis.

#### e) Impact of the Café on Overall Performance

How does the café impact upon the overall financial performance of the church? If the following are considered:

- Cost assumptions as for Option 2 but including café costs for both staffed and a volunteer run café.
- Staff costs cover 51 weeks per year
- Revenue assumptions assume the café costs and revenue are as set out in section 3.1.3.

Based on these assumptions, the financial projections for a year's trading is shown in Table 4.6.



**TABLE 4.6**  
**IMPACT OF STAFFED AND UNSTAFFED CAFÉ ON OVERALL VIABILITY**

	<b>Year 1</b> <b>(with FT café staff)</b>	<b>Year 1</b> <b>(with café volunteers only)</b>
<b>COSTS</b>		
Marketing	£1,500	£1,500
Staff (inc café)	£43,090	£19,069
Maintenance	£3,000	£3,000
Administration	£1,200	£1,200
Building costs	£17,167	£17,167
Rates	£0	£0
Insurances	£5,000	£5,000
Costs of catering	£57,708	£57,708
Contingency	£12,867	£10,464
<b>TOTAL COSTS</b>	<b>£141,532</b>	<b>£115,109</b>
<b>REVENUE</b>		
Venue Hire	£41,660	£41,660
Café Income	£144,271	£144,271
<b>TOTAL INCOME</b>	<b>£185,931</b>	<b>£185,931</b>
<b>Total Costs</b>	<b>£141,532</b>	<b>£115,109</b>
<b>Total Revenue</b>	<b>£185,931</b>	<b>£185,931</b>
<b>SURPLUS/DEFICIT</b>	<b>£44,399</b>	<b>£70,822</b>

The overall impact of the café could be to turn an operating deficit incurred in Option 2 as a result of the aspiration to offer a more widely available community facility, into a healthy operating surplus.

#### **4.3.5. Five Year Financial Estimates**

To estimate five year trading figures, the following assumptions have been taken into account:

- Revenue from venue hire increases by 2% per year
- Revenue from café increases by 2% per year to reflect current levels of UK economic growth
- Staff costs increase by 3% per year
- Other costs increase by 3% per year to reflect a realistic inflation rate

Five Year Operating Estimates are provided for each Option in Tables 4.7 to 4.9.

## a) Option 1

TABLE 4.7. FIVE YEAR OPERATING ESTIMATES – OPTION 1					
<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£0	£0	£0	£0	£0
Staff	£11,069	£11,401	£11,743	£12,095	£12,458
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£11,230	£11,567	£11,914	£12,272	£12,640
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Contingency	£3,150	£3,244	£3,342	£3,442	£3,545
<b>TOTAL COSTS</b>	<b>£34,649</b>	<b>£35,688</b>	<b>£36,759</b>	<b>£37,862</b>	<b>£38,998</b>
<b>REVENUE</b>					
Venue Hire	£37,752	£38,507	£39,277	£40,063	£40,864
<b>TOTAL INCOME</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>
Total Costs	£34,649	£35,688	£36,759	£37,862	£38,998
Total Revenue	£37,752	£0	£0	£37,752	£37,752
<b>SURPLUS/DEFICIT</b>	<b>£3,103</b>	<b>£2,064</b>	<b>£993</b>	<b>-£110</b>	<b>-£1,246</b>
Cumulative Surplus/(Deficit)	£3,103	£5,167	£6,159	£6,050	£4,804

In Option 1 it appears that the church can carry on as before in the new building generally on a financially sustainable basis, although the church would not become a community asset.

Note that it is not the intention to assess how the impact of weekly offerings, donations, bequests and other income sources, which would require much more detailed analysis of ongoing church finances, would affect the viability of the options – but we will consider the impact on church reserves is considered in section 4.3.6.



**b) Option 2**

<b>TABLE 4.8</b>					
<b>FIVE YEAR OPERATING ESTIMATES – OPTION 2</b>					
<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£1,500	£1,545	£1,591	£1,639	£1,688
Staff	£19,069	£19,641	£20,230	£20,837	£21,462
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£17,167	£17,682	£18,213	£18,759	£19,322
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Cost of catering	£0	£0	£0	£0	£0
Contingency	£4,694	£4,834	£4,979	£5,129	£5,283
<b>TOTAL COSTS</b>	<b>£51,630</b>	<b>£53,179</b>	<b>£54,774</b>	<b>£56,417</b>	<b>£58,110</b>
<b>REVENUE</b>					
Venue Hire	£41,660	£42,493	£43,343	£44,210	£45,094
<b>Café Income</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
<b>TOTAL INCOME</b>	<b>£41,660</b>	<b>£42,493</b>	<b>£43,343</b>	<b>£44,210</b>	<b>£45,094</b>
Total Costs	£51,630	£53,179	£54,774	£56,417	£58,110
Total Revenue	£41,660	£42,493	£43,343	£44,210	£45,094
<b>SURPLUS/DEFICIT</b>	<b>-£9,970</b>	<b>-£10,685</b>	<b>-£11,431</b>	<b>-£12,207</b>	<b>-£13,016</b>
Cumulative Surplus/(Deficit)	-£9,970	-£20,655	-£32,086	-£44,293	-£57,309

In Option 2 there is an ongoing and increasing annual operating deficit, cumulative to almost £60k over five years. This is caused by the need to increase costs to offer the building as a more widely accessible community venue but without necessarily achieving significant increases in revenue to offset these cost increases.

**c) Option 3**

Five year estimates for Option 3 based on

- Opening times as Option 2 - 363 days opening per year and with
- paid café staff

Costs and revenue are set out in Table 4.9.

**TABLE 4.9**  
**FIVE YEAR OPERATING ESTIMATES – OPTION 3 WITH STAFFED CAFE**

<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£1,500	£1,545	£1,591	£1,639	£1,688
Staff	£43,090	£44,382	£45,714	£47,085	£48,498
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£17,167	£17,682	£18,213	£18,759	£19,322
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Cost of catering	£57,708	£58,862	£60,040	£61,240	£62,465
Contingency	£12,867	£13,195	£13,532	£13,878	£14,233
<b>TOTAL COSTS</b>	<b>£141,532</b>	<b>£145,143</b>	<b>£148,850</b>	<b>£152,655</b>	<b>£156,561</b>
<b>REVENUE</b>					
Venue Hire	£41,660	£42,493	£43,343	£44,210	£45,094
<b>Café Income</b>	<b>£144,271</b>	<b>£147,156</b>	<b>£150,099</b>	<b>£153,101</b>	<b>£156,163</b>
<b>TOTAL INCOME</b>	<b>£185,931</b>	<b>£189,649</b>	<b>£193,442</b>	<b>£197,311</b>	<b>£201,257</b>
Total Costs	£141,532	£145,143	£148,850	£152,655	£156,561
Total Revenue	£185,931	£189,649	£193,442	£197,311	£201,257
<b>SURPLUS/DEFICIT</b>	<b>£44,399</b>	<b>£44,506</b>	<b>£44,592</b>	<b>£44,656</b>	<b>£44,696</b>
Cumulative Surplus/(Deficit)	£44,399	£88,905	£133,497	£178,154	£222,850

In this scenario, it is feasible that an operating surplus could be achieved to permit accumulation of a growing reserve fund over several years.

#### **d) Summary**

A summary of the five year operating surpluses and deficits is shown in Table 4.10.

**TABLE 4.10**  
**SUMARY OF FIVE YEAR OPERATING SURPLUS AND DEFICITS**

<b>Option</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Option 1	£3,103	£2,064	£993	-£110	-£1,246
Option 2	-£9,970	-£10,865	-£11,431	-£12,207	-£13,016
Option 3 with staffed café	£44,399	£44,506	£44,592	£44,656	£44,696

Based on these projections, it is most likely that Options 1 and 3 can be viable in the longer term with Option 3 offering a potentially lucrative revenue source.



#### 4.3.6. Impact of Each Option on Church Reserves

Developing a new building with scope for community use may generate additional revenue to increase church funds and to make the church a more viable institution. It is critical that the church does not take on financial liabilities as a result of the new building.

We have considered how the various Options impact on the reasonably healthy financial reserves held by the church. Based on the accounts for the year ending 31<sup>st</sup> December 2013, it appears that St. Margaret's Church has around £190,000 available in unrestricted funds – i.e. in the reserves. In this section we consider how the three Options would impact on those reserves in future years, based on the current level of unrestricted funds (Tables 4.11 to 4.13).

##### a) Option 1 Based on Current Use

TABLE 4.11 IMPACT OF OPTION 1 ON CURRENT RESERVES					
Option 1	Year 1	Year 2	Year 3	Year 4	Year 5
Reserves (Unrestricted)	£190,344	£190,344	£190,344	£190,344	£190,344
Operating Surplus/(Deficit)	£3,103	£2,064	£993	-£110	-£1,246
Cumulative Reserves	£193,447	£195,511	£196,503	£196,394	£195,148

In Option 1, church reserve funds remain relatively stable in the long term.

##### b) Option 2 Based on Increased Usage but no Café

TABLE 4.12. IMPACT OF OPTION 2 ON CURRENT RESERVES					
Option 2	Year 1	Year 2	Year 3	Year 4	Year 5
Reserves (Unrestricted)	£190,344	£190,344	£190,344	£190,344	£190,344
Operating Surplus/(Deficit)	-£9,970	-£10,685	-£11,431	-£12,207	-£13,016
Cumulative Reserves	£180,374	£169,689	£158,258	£146,051	£133,035

In Option 2 reserve funds are likely to decrease in the short term due to the need to fund the running of the building and associated operations which is projected to run at an ongoing deficit.

##### c) Option 3 Based on Increased Community Use with Staffed Café

TABLE 4.13 IMPACT OF OPTION 3 ON CURRENT RESERVES					
Option 3	Year 1	Year 2	Year 3	Year 4	Year 5
Reserves (Unrestricted)	£190,344	£190,344	£190,344	£190,344	£190,344
Operating Surplus/(Deficit)	£44,399	£44,506	£44,592	£44,656	£44,696
Cumulative Reserves	£234,743	£279,249	£323,841	£368,498	£413,194

In **Option 3** reserve funds could be significantly enhanced in the long term as a result of revenue generated from the community café operation even with incurring of staff costs.

#### 4.3.7. Option 1 But with a Smaller Building

We have also assessed the impact of developing a smaller building which is intended primarily for use by current hall users and the church with little limited scope for wider community activities and no community cafe.

For this building concept the floor area has been reduced in size to 620m<sup>2</sup>. Financial estimates are based on 157 days full opening and on Option 1 alone as it is not possible to accommodate the other Options within a building of reduced size (Table 4.14).

<b>TABLE 4.14</b>					
<b>5 YEAR ESTIMATES BASED ON SMALLER BUILDING – OPTION 1 ONLY</b>					
<b>COSTS</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Marketing	£0	£0	£0	£0	£0
Staff	£11,069	£11,401	£11,743	£12,095	£12,458
Maintenance	£3,000	£3,090	£3,183	£3,278	£3,377
Administration	£1,200	£1,236	£1,273	£1,311	£1,351
Building costs	£5,368	£5,529	£5,695	£5,866	£6,042
Rates	£0	£0	£0	£0	£0
Insurances	£5,000	£5,150	£5,305	£5,464	£5,628
Contingency	£2,564	£2,641	£2,720	£2,801	£2,885
<b>TOTAL COSTS</b>	<b>£28,201</b>	<b>£29,047</b>	<b>£29,918</b>	<b>£30,816</b>	<b>£31,740</b>
<b>REVENUE</b>					
Venue Hire	£37,752	£38,507	£39,277	£40,063	£40,864
<b>TOTAL INCOME</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>	<b>£37,752</b>
Total Costs	£28,201	£29,047	£29,918	£30,816	£31,740
Total Revenue	£37,752	£0	£0	£37,752	£37,752
<b>SURPLUS/DEFICIT</b>	<b>£9,551</b>	<b>£8,705</b>	<b>£7,834</b>	<b>£6,936</b>	<b>£6,012</b>
Cumulative Surplus/(Deficit)	£9,551	£18,256	£26,090	£33,026	£39,038

In this model, the building concept largely meets the requirements of the church, but without the provision of a community asset, and appears to be financially viable in the longer term.

#### 4.4. Overall Findings

Based on these assumptions, we find that the following applies:



#### 4.4.1. Option 1

The church building of 1,297m<sup>2</sup> as proposed is a marginally viable “business” proposition on the basis of church use alone. In this case, the current church, which allows only for opening up of the halls and main church as required, may be a cost effective long term option. If the size of the church is smaller, reduced to 620m<sup>2</sup>, then the option becomes more viable. In both cases, the operation of the building does not cause financial problems as any small deficit arises in the long term and is manageable.

Whilst this option does not allow for general community use, it meets the needs of church and existing users and may allow the church to build up reserves. A smaller building of 620m<sup>2</sup> would be even less able to meet wider community uses but may still be able to accommodate existing users, whilst being less of a financial burden on the church. The main areas identified to be most popular from the research, i.e. the larger halls, potentially the sanctuary and kitchen would still be available.

#### 4.4.2. Option 2

Based on a relatively modest increase in venue hire and usage of the proposed redeveloped building, the site is unlikely to offer a viable business proposition due mainly to increased costs and the need to engage a part time Hall Manager in the absence of any significant additional revenue source. In Option 2 the costs increase because of the need to open longer and accrue increased operating costs as a result of:

- Staff required to manage the building on a part time or full time basis to handle wider ranges of community uses with longer opening
- The need to incur heating and lighting costs for all areas of the building if it is to fulfil a role as a community facility and not only as a church

To make the building a viable proposition requires either a significant reduction in operating costs, through reducing opening hours or staff costs, or by increasing revenue to cover those operating costs. But there is no evidence from any of the market research that the building could meet an untapped source of venue hire business. Therefore this option may require ongoing subvention from church reserves in order to continue to fund its operation as a community venue – unless significant income accrues from venue hire.

#### 4.4.3. Option 3

Option 3 presents a possible increased revenue scenario through operation of the community café. Applying the cost and revenue assumptions for Option 3 indicates that it may be possible for the building to operate viably if revenue from the café is included. However the following considerations must be borne in mind:

- The research found that respondents were somewhat ambivalent towards the café
- There is no guarantee that the café will witness the levels of throughput needed to achieve profitability

- There is a lot of competition – Tiffin’s, ASDA, 88 Degrees are all close by and may object to the café at the planning stage. If their objections are upheld then the business Option may become unfeasible.
- The café is likely to incur significant staffing costs although an element of voluntary operation may be achievable from within the church congregation and the wider community
- Operating a public facility takes the church into “uncharted waters” – there is no experience of operating a facility of this kind
- There may be a need for setting up of a trading company to ensure that any losses incurred do not impact upon the finances of the church as a whole
- The new Forfar Community hub may offer many of the facilities currently envisaged by St. Margaret’s Church

#### 4.4.4. Assessment of the Options

What is driving the development in the first place? If the aim is to create a new church for the primary use of the congregation, then it may be feasible to achieve that goal in a smaller building than that which has been proposed at the outset when the aspiration to provide a community facility was a key consideration. The various options open to St. Margaret’s and their overall impact are shown in Table 4.15.

TABLE 4.15 SUMMARY OF THE DEVELOPMENT OPTIONS					
Option	Community facilities	Surplus	Potential Impact on reserves	Preference - based on church use alone	Preference based on community use
1	No	Yes	Increase	1	2
1 Small	No	Yes	Increase	2	3
2	Yes	No	Decrease	4	4
3	Yes	Yes	Increase	3	1

#### 4.4.2. Creation of Additional Venue Hire Business

Increase in usage of the venue for events and hire will not take place of its own accord. A good venue will attract usage by positive local word of mouth. However to attract regular larger events which can utilise the bigger spaces within the building, such as the Sanctuary (for weddings, concerts, conferences etc.) and the rooms suitable for business use, will require some promotion. Similarly, aiming to attract conferences, meetings, musical events, religious meetings etc. is admirable but this will require some degree of promotion. It is recommended that a small annual budget would be required to undertake advertising, set up an attractive website and work with partners such as Angus Council and Dundee and Angus Convention Bureau to help attract conferences and events to the building.



If this can be done, then it is possible that the usage will increase beyond what is currently predicted. However as stated earlier, there is no evidence that there are any sources of untapped venue hire business from which significant revenues could flow.

The available data indicates that whilst there is some evidence of need for community facilities, it may not be strong enough to support Option 2, whilst the core needs of the church and existing users could readily be met within a new building of 1,297m<sup>2</sup> but which is functionally flexible to allow areas of it to be fired up as needed without the need to heat and light all of the building all of the time.

The smaller building could still incorporate all of the key aspects – including the 250 seat capacity sanctuary – but only by opening areas as required and without the need to promote it for meetings and conference use to offset running costs.

If the church was to be used as a community facility with general public access then this would require a more public opening which would likely increase the operating costs to a point where it may be a financial liability for the church

That is where the café comes in – by generating income from the public. However this is a significant operation with a high level of risk attached to it and the church may be unwilling or unable to take this on.

Table 4.15 shows that there is a conflict of aspiration which the church must address prior to proceeding with the preferred development. Option 2 is the “least best” option for a variety of reasons. The choice to be made rests in what the church sees as its own priorities. Essentially a conflict between:

- Does the church regard its own requirements as being a priority – in which case Option 1 (either variant) is the preferred solution
- Or does it seriously wish to provide a more open and accessible community facility and support it financially via a café – if this is the case then as Option 2 is intrinsically non-viable, the focus falls on Option 3

The decision is likely to be between these two options.

## **5. Outline Fundraising Strategy**

### **5.1. Introduction**

Grant making bodies and trusts criteria for support are different and vary markedly – some will not support religious organisations, others support only religious organisations. The following sets out an overall approach to developing a fundraising campaign. An unfocussed approach to fundraising takes up considerable time and resources with potentially little return. In this section we provide an overview of how a successful funding campaign could be structured,

taking into account the various sources of grant making bodies and trusts which are available, and how the project could engage with smaller donors.

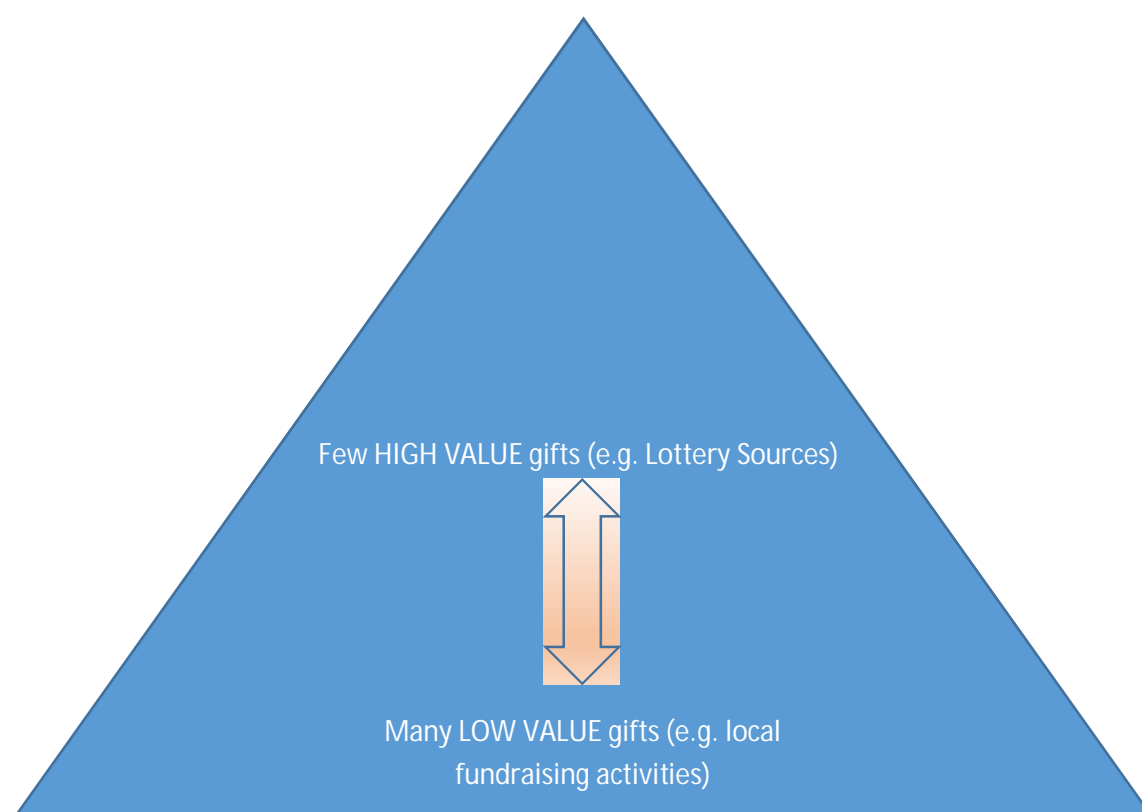
## 5.2. The Case for Funding

It will be essential to set out as clearly as possible the aims and objectives and eventual outcomes that will be achieved once the building is fully operational. Potential funders will use this information to match to their funding criteria and guidelines as part of their decision-making process. Setting out the case for funding in this way also helps to guide all other marketing and fundraising activity.

## 5.3. Funding requirement - The Donor and Gift Pyramid

The overall funding requirement for can be made more achievable it is helpful to break it down into a series of individual Gifts, which can then be allocated to potential funders.

The donor and gift pyramid is a very simple concept. The best way to explain this is to imagine a triangle, with a few high value gifts/grants/donations at the top, graduating down to many small contributions at the bottom (Figure 5.1).



**Figure 5.1 The Donor and Gift Pyramid**

As the fundraising campaign progresses, the donor pyramid is adjusted accordingly. It is a very useful way of setting targets and measuring progress against these



#### **5.4. Funding sources**

Funding sources vary for every project. What is clear is that inexperienced fundraisers could spend many years chasing grants in an unfocussed way and it is advised that a professional fundraiser with appropriate experience is at least consulted before a fundraising campaign is developed in detail.

#### **5.5. Trusts and Foundations**

Some major Trusts that might make a good starting point are as follows:

- Gannochy Trust
- Garfield West Foundation
- MacRobert Trust
- P F Trust

#### **5.6. Lottery Sources**

The two funds that may be appropriate are:

- Big Lottery Fund – Growing Community Assets - up to £1m
- Community Spaces Scotland - up to £250k

In addition, Awards for All has been used by other local projects including churches to fund the development stages of their projects.

#### **5.7. Corporate – gifts or sponsorship**

In the current economic climate it is unlikely that major donations or sponsorship could be secured from companies. One of the best ways to secure funding from companies is to offer the opportunity to have rooms or areas named in return for a certain amount of money. Engaging with local businesses via the Forfar Business Forum would be a good way to start

We would also recommend working closely with Dundee & Angus Chamber of Commerce to target smaller corporate donations from across the area.

#### **5.8. Individuals – donations**

It may be possible to secure some significant donations from wealthy individuals who have a connection to Forfar or St. Margaret's. In addition there will be those who are able to contribute contributions of £10 to £500 via a "Buy a Brick" scheme or similar.

#### **5.9. Local Fundraising Campaign**

A local Fundraising Committee should be established to complement the larger funding donations, once significant sums have already been received or pledged. A local fundraising campaign would focus on an achievable target figure to be raised via events, collections,

donations etc. Progress should be well publicised via a continually updated gauge - a “thermometer” on public display for example. The types of fundraising activity would include:

- Coffee mornings
- Sponsored events
- Car boot sales
- Plant sales
- Book sales
- Concerts

### **5.10 Research**

The first stage in the fundraising campaign will be to carry out detailed research into the potential funding sources, to identify those whose aims and objectives provide the closest match to those of the St. Margaret's. In addition to providing a “hit list” of sources for application, the research will provide information on the application processes, the likely funds that could be secured and the timescale from the start of the process to a successful outcome. All of this information should be plotted on a spreadsheet and timeline – indicating when the application is to be made and when the decision will be known.

### **5.11. Information sources**

There are a variety of research sources that can be used to gather the information including online guides ([www.trustfunding.org](http://www.trustfunding.org) and others), printed publications such as CAF Directory of Grant-making Trusts (current price c£150) and newspapers (Times Rich List). Company information is available via the Business Insider Top 500 companies. There are also a number of guides produced by the Director of Social Change that are very useful (<http://www.dsc.org.uk>)

### **5.12. Reference terms**

Funders will only contribute if there is relevance in the funding request or appeal to their particular interests. Research will identify potential funding sources according to their area of interests, depending on the nature of the project and using a number of key reference terms which for this project could include:

- |                   |                  |
|-------------------|------------------|
| • Community asset | • Healthy living |
| • Social welfare  | • Education      |
| • Sports          | • Citizenship    |
| • Leisure         | • Scotland       |
| • Recreation      | • Forfar         |

### **5.13. Approach to Funders**

Every source should be approached by the most appropriate person, in the most appropriate way for a contribution to the funding required.



### **5.14. Methods**

The following sets out some of the key methods used in developing and delivering the funding campaign:

- Written applications or letters, supported by financial and specific project information on what the funding is required for.
- Personal approaches – made by Trustees, on a face-to-face basis. This would normally follow a process of “cultivation”, where the individual is invited to visit, attend a reception or presentation or be given a personal tour.
- Fundraising activities – a programme of events and activities that provides opportunities for supporters to contribute.

### **5.15. Supporting materials**

- A brochure or fundraising leaflet that explains the history of the project, the reason for the new building and what will be included.
- A campaign website
- Financial information – breakdown of the costs, Annual Accounts of St. Margaret’s Church
- Donation form – with information on the various ways that donors can give, including Gift Aid details.

As a starting point Foundation Scotland [www.foundationscotland.org.uk](http://www.foundationscotland.org.uk) is a useful resource of information on grant making bodies, trusts and advisers.

### **5.16. Requirement for a Fundraiser**

Developing and implementing a campaign is time consuming and resource demanding and adopting a scattergun approach is unlikely to generate rewards. Well-meaning and enthusiastic volunteers can assist in campaigns but in our opinion a fundraising campaign is most likely to succeed if the Association considers the appointment of a fundraiser with proven experience to develop and deliver the fundraising campaign.

### **5.17. Fundraising Costs**

The campaign has a cost of course as there needs to be a Fundraiser, either consultant or part-time as it will need someone to put together the applications and to develop materials and manage the overall campaign. The fundraising costs should be no more than 5% of target and can generally be included within the monetary donations made.

### **5.18. Timescale for Project Delivery**

This is not likely to be a short term project and once St. Margaret’s has decided on which of the options to progress, will require development of a detailed estimates of costs and a

comprehensive fundraising strategy. Below we set out an appropriate case study which is worth a visit.

### **5.19. Case Study - Mannofield Church, Aberdeen**

A comparable example of how a similar project in Aberdeen, at Mannofield Church, is developing a new community facility and using a fundraising campaign is set out below.

Mannofield Church - [www.mannofieldchurch.org.uk](http://www.mannofieldchurch.org.uk) - began life in 1882 and is part of the Church of Scotland. Situated in the City of Aberdeen and part of the Presbytery of Aberdeen it is the largest Church of Scotland congregation in the City with 1,500 members.

After taking stock of their buildings and assessing their usefulness in the light of an ambitious vision for the future life of the congregation and its relationship with the community the congregation recognised that improvements would allow for more progressive and appropriate community outreach and involvement. The buildings surrounding the community auditorium have not been modernised or updated for a considerable number of years. The layout of rooms and corridors do not allow for the flexibility required for multifunction use. Nor do they create the sense of welcome and comfort that allows for an uplifting experience for regular participants and visitors. Improvements in the accommodation alongside a focus on 'service to the community' would allow Mannofield to offer a more appropriate response to the needs of our local community. Assessing the local needs of the community Mannofield Church recognised its responsibility to foster a stronger sense of community focus and the following outcomes were envisioned:

- Improved facilities for all generations using the church for worship and other activities that provide greater comfort and usability.
- Greater interaction with the local community through increased activities and events geared towards support for the individual.
- Creation of a hub for young people to use as a meeting place that allows them to feel safe and valued.
- A facility that is used by parents with young children who benefit from an opportunity to meet together and which is open during working hours.
- A centre for the elderly situated at the heart of a community which is easily accessed and which provides a meeting
- A community facility out of which partner agencies can provide care provision to clients locally.

The project is not unlike the vision for St. Margaret's - Mannofield would still be a church first and foremost whilst offering a venue for community uses but on a similar basis to St. Margaret's. However probably because of their city location, it appears that the aspiration of a more widely used community asset is more viable than in Forfar.



### 5.19.1. Fundraising Strategy – the “Heart of the Community” Appeal

An estimated total of £1.5 Million has been set against the cost of the capital expenditure to make the proposed building adjustments. The Congregation seeks to raise this total amount through a fundraising strategy devised around three main areas:

- **Congregational Stewardship** - raising funds through specific appeals to the congregation. This might include the opportunities for one-off gifts and monthly or weekly giving programmes specifically for the Development Fund.
- **Funds and Trust** - identifying and making the case to appropriate bodies.
- **Fundraising** - relationship building with corporate bodies and individuals who may have a shared desire to grow and resource communities of support and opportunity.

The “Heart of the Community” Appeal is currently voluntary and has been underway since January 2011 which presents a challenge of fatigue, non-availability and difficulty in securing the appropriate skills. The church will include a commercially run café, with operating costs funded via the “Go For It” Church of Scotland fund to the tune of £45k per year for three years and the existing Community auditorium will become more readily available on a more “commercial” basis.

## 6. Conclusions

Overall, the aspiration to make St. Margaret’s a more inclusive community facility is a positive one. However given that the proposed building will require to be operated on a daily basis to allow for wider community access, viability is unlikely to be achieved on the basis of increased venue hire alone and requires additional revenue from e.g. the community café to make it viable. Overall therefore, we conclude the following:

- The building is likely to be viable if based only on current usage levels and church use
- Developing a community asset is likely to create a building which may be financially non-viable
- There is support in general for the aspirations of the church to develop a community asset
- However there is no evidence of an untapped source of venue hire business which could be accessed to make it viable
- Even with modest increase in hire income it is still unlikely to be viable
- However if a community café is included it could become a more viable prospect
- But this is based on a “public service” café
- There are benefits and costs associated with a café
- There is a decision to be made – is it the intention to offer a public café?
- If so, how might it work – with paid staff? Volunteers? What is the business Option?
- If not, then the likelihood of developing a viable, sustainable building can best be achieved by considering the needs of St. Margaret’s and existing users first and

foremost and developing a building concept around these needs, whilst allowing for any additional use

- But not going down the road of offering a fully-fledged community venue which is available to the public on a general basis.

## **Acknowledgements**

The Glamis Consultancy acknowledges the assistance of the following organisations and individuals in the completion of this study.

- |                                      |                   |
|--------------------------------------|-------------------|
| • Angus Council                      | • Lee Haxton      |
| • ASDA Forfar                        | • Andrea Logan    |
| • Dundee & Angus Chamber of Commerce | • Mike Stirling   |
| • Forfar Community Council           | • Isabel Ross     |
| • Forfar Rotary Club                 | • David Valentine |
| • James F. Stephen Architects        | • Fred Stephen    |
|                                      | • Paul Stephen    |
| • Johnson Press Ltd.                 | • Janet Thomson   |

## **References**

1. Scottish Visitor Attractions Monitor (2013), The Moffat Centre, Glasgow Caledonian University.

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3984 – Design Statement – St. Margaret's Centre; Forfar

## 01. Site Location (Address) & General information

St. Margaret's Church West High Street Forfar Angus DD8 1BJ

Forfar is a traditional market town providing a wide range of services and facilities to a large rural hinterland. It is one of the main towns in Angus, located centrally in Strathmore and is well connected to the surrounding strategic road network.

St Margaret's Church is located in Forfar, West High Street. The Church is not a Listed Building and is outwith the designated town centre boundary but is within the conservation area of Forfar sitting on the West periphery of this zone. It was built as a Free Church and was originally called West Free Church.

The existing front elevation was built with sandstone ashlar masonry. There is a central gable with a round-arched entrance doorway. This is a moulded round-arched entrance with attached columns, and decorated capitals frame each side and support the roll-moulded arch. Within is a carved tympanum with rounded details and two string courses. A central column with moulded capital supports this and divides the doorway into two. On each side is a wooden door with cast iron hardware. Two cast iron lights frame the doorway. Above the doorway is a gable-shaped moulded course with carved stops, which gives the impression of a porch. Above this is a hood-moulded pointed arch window with some tracery. There is a thin stone spire on top of the west gable end and a cross finial on the gable apex. Attached to the west is a side aisle with gablets and to the east is a simple three storey tower with thin pointed arch windows and large crenellations. A spire was intended for the top of the east tower, but this was never completed. The buildings appearance and street presence is not as originally intended.

The east elevation of the church has a simple three storey square tower without a spire on the south-east corner. The central section of the tower has pointed arch (lancet) openings and is recessed slightly. The tower has thick, plain battlements. The four bay east wall has narrow gablets, simple rectangular windows at ground level and larger trefoil and quatrefoil windows above, all with simple glass quarries. The wall has ashlar sandstone masonry but is not of any quality. The original cast iron downpipes leak with stone damage resulting. The west elevation largely mirrors that of the east, except there is a smaller, gabled tower in the south-west corner, which has large simply-carved pinnacles and a quatrefoil opening.

The rear or north elevation is largely obscured by the halls. Attached to the nave gable is a simple, rectangular hall with rectangular openings and simple plate glass. There is a small doorway roughly placed centrally. There is a centrally placed gable with a chimney on top. Attached to the north-east is a 2.5-storey gabled extension with simple rectangular openings. Only the taller first storey windows in the central hall have quarried glass panes. All other windows have plain glass. The stonework is squared, coursed sandstone with ashlar surrounds. There is a small entrance porch on the south gabled front with simple moulded skewputs and a hood moulded roof apex. Original cast iron downpipes survive in the south gable, but the downpipes of the hall's face are simple and possibly replacements.

The large interior is divided into nave and side aisles, with a horse shoe gallery on three sides facing the pulpit.

The sanctuary is positioned centrally at the north end of the nave. All the furniture is of wood and steps lead up to the sanctuary. There is a communion table, pulpit with stairs, font, reading desk, lectern and chairs, all simply carved. Rising from behind are the organ pipes. The traceried rose window above the sanctuary provides natural light.

The pews of the nave are in a darker wood than the sanctuary furniture. The galleries are supported by iron columns, which also support the aisle arcades. The gallery fronts are carved with lancet and quatrefoil recesses. The aisles have vaulted ceilings. The pews of the galleries are simpler than those of the nave, and may be of a different date. The roof of the nave is barrel vaulted and lined with timber. The large south window provides light to the southern nave.

## **02. Planning History**

As far as JFS Architects are aware the existing building has never previously been subject to a detailed Planning application.

## **03. Ownership of the site**

It is JFS Architects understanding that the client; the “Kirk Session” for St. Margaret’s (of the following address) is the owner of the proposed site/dwelling: Current address: St. Margaret’s Church West High Street Forfar Angus DD8 1BJ

## **04. Adjacent land uses**

There is a mixture of land uses adjacent to the existing building these being: - To the immediate North there would appear to be a mix of retail and recreational uses including the Myre Park and Myre Care Park, Home Bargains and Guide Hall.

- To the immediate East there would appear to be a mix of public, commercial and retail uses including Forfar Post office, library, Shoe shop, Solicitors, Newsagents etc.

- To the immediate West there would appear to be a mix of commercial and industrial uses including EQ Accountants, Bank of Scotland, Tayside Police, AG Barr’s & Hairdressing business’s.

- To the immediate South there would appear to be a mix of commercial and residential uses including Ramsay Ladders, Public Bar, residential properties

## **05. Heritage Conservation**

The site lies within the Conservation Area of Forfar, in close proximity to the West boundary edge. To the South and East of the existing building the following listed properties can be found in the immediate vicinity:

- 20 Little Causeway (Reference LB31530) C Listed
- 21 Little Causeway (Reference LB31531) C Listed
- 23-27 West High Street (Reference LB31511) C Listed
- 29 West High Street (Reference LB31512) C Listed
- 31,33 West High Street (Reference LB31513) C Listed
- 35 West High Street (Reference LB31514) C Listed
- 37,39 West High Street (Reference LB31515) C Listed
- Reid Park Bar 39 West



High Street and 19 Little Causeway (Reference LB31516) B Listed • 45,47 West High Street and Little Causeway (Reference LB31517) C Listed • 44,48 West High Street (Reference LB31505) C Listed • 49,51 West High Street (Reference LB31518) C Listed • 53 West High Street (Reference LB31519) C Listed

There are no listed properties to the immediate North or West.

Historically former buildings in this area have been demolished. Forfar's West Port gateway stood in the neighbourhood of the former "West Church" (now St. Margaret's) in the West High Street. Apparently this building was removed in 1777.

## **06. Topography**

There are small grounds to the front of the church and to the rear the ground drops away steeply to The Myre car park. The existing church is rectangular in plan, with two towers at the front and a hall complex to the rear. The existing building is predominately accessed off and set back from West High Street in Forfar.

A detailed topographical survey has been completed and the contours are as shown on the design proposals.

## **07. Project Background**

Initially, prior to 2012 the clients considered an option for complete refurbishment of the existing premises. The Project Quantity Surveyor's analysis reported that to refurbish the existing building to provide a modern functional building of the same gross internal floor area of 900sqm would equate to £1.65M. Client comments on this option were as follows:

Forfar: St Margaret's: Presbytery has been aware for some time of the need for the refurbishment of the St Margaret's Church and halls, and the recent property survey which was carried out identified a number of problems including dry and wet rot. The Kirk Session is of the view that rather than spend several hundred thousand pounds on the present building, it would be better to demolish it and build a new church and halls on site fit for purpose in the 21st century.

Presbytery agrees a) in principle to the demolition of Forfar: St Margaret's Church and halls and the rebuilding on site of a new church and halls

JFS Architects LLP were approached by the clients in 2012/2013 to develop design proposals for the complete demolition of all buildings on site to allow a significant community church to be constructed. The client's initial brief included the following text:

The Project consists of the demolition of the existing church building on the site in West High Street Forfar and the redevelopment to provide a new modern functional building to service the congregation and the community on the same site.

The vision is to demolish the existing stone built sanctuary and attached hall building and associated accommodation and replace it with an entirely new building. Re-use of part of the existing structure in the redevelopment of the site should not be discounted in its entirety.

The current building is not listed but it is within a conservation area and it is hoped that some of the existing building materials may be re-used in the structure and finishing of the new church building.

The main access for the building will be from the West High Street but a side access to the community hall and associated accommodation from the lane would be anticipated.

The new building should be positioned in a prominent position on the site and orientated to make full use of the natural light in the building.

Within the design considerations should be given to the possibility of a phased development to allow the church hall and associated accommodation to be used until a new sanctuary is constructed.

Once a new sanctuary is completed the services can be transferred to it and the phase two of the hall commenced.

Accommodation is to be as flexible as possible in order to fulfil the needs of the congregation and community users.

The following accommodation requested in the clients brief equated to a building area of some 865 Sqm including a dedicated sanctuary for some 250 people.

The Project Quantity Surveyor's analysis reported that the works cost associated with constructing a significant new build community church based on the above brief and schedule of accommodation would equate to £1.62M

JFSA concluded design proposals for the feasibility study commissioned in 2014 which included a meeting with Angus Council Planning Officer David Gray where the design proposals were well received in principal.

Although the clients were keen to realise the new build £1.62M development; financially both options outlined above were unrealistic and not viable for the clients to pursue. As such JFSA were appointed in early 2015 to look at a significantly reduced project brief. The revised brief equates to a proposal with a floor area of some 550sqm which the Project Quantity Surveyor has advised is within the clients budget of £1M. It is this new, revised brief and plan which is outlined below.

It is noted that there is very much an eclectic mix of building styles within the Conservation Area and this diversity has allowed modern intervention and buildings to be developed and contemporary styles of Architecture to be constructed, welcomed and embraced, if designed in a sensitive and respectful manner.

Given the site and location, sympathy to the surrounding context was of vital importance during the design development as well as detailed consideration to the character and natural features of the site. Throughout the design development JFS Architects has attempted to take cognisance of the following important factors:

- Ensure proposal is in character with the development density of the Conservation Area
- Sympathetic understanding of surrounding context in particular Listed Buildings
- Limited/respectful building materials to compliment surrounding area



JFS Architects believe that we have designed appropriately and in character with the Conservation Area by respecting the existing context, appearance and vicinity of the surrounding listed and non-listed buildings and we hope that Angus Council will support the development proposals.

## **08. Public Utilities**

The following services are evident within the vicinity of the site • Electricity • Water • BT • Gas • Foul water / main sewer connection

## **09. Public Services**

Availability locally is all that is required to meet the demands of the proposed project.

## **10. Roads**

No new roads are proposed as part of the development. Access to the site would be via the existing driveway that exists to the South of the existing building.

The existing topography and contours of the site ensure the above transition is accomplished with limited adjustment required.

## **11. Design Concept / Principles / Solution**

From arrival the proposed building is set back off the street to replicate the building line of the existing church maintaining the historic streetscape with only the tactile surface of the drum of the new oratory projecting forward (to the South) in a prominent position. The Oratory is purposely located adjacent to the main entrance and is positioned to respond to the inclining avenue of “New Road”.

The client’s vision is for a “multi-purpose” space that can be sub-divided into individual spaces or zones by a series of acoustic controlled movable partitions. The space is critical to the success of the project and can transform from a hall/worship space with separate hospitality zone to a single community space, auditorium or corporate zone.

The building has been sub-divided into manageable elements of accommodation and separated into “activity zones”.

The flexible hall/worship space is positioned to the North and roof lit from above. This space is approximately 150sqm and is to accommodate 150 persons comfortably. The hall itself can transform from a sanctuary to a community space, leisure area or corporate zone for conference style meeting accommodation.

To the South is the community space which will benefit from large expanses of floor to ceiling glazing. This space will act as a hospitality zone. For large gatherings such as significant weddings or funerals the sanctuary can be opened up to the South to the hospitality zone to create one large gathering space. The hospitality zone can offer cafe style and relaxed seating for those visiting the centre and allows the church to offer hospitality [in varied forms] either free or as part of a temporary ‘pop up’ cafe for either a fete, event, outreach opportunity, work skills experience.

Furthermore the sliding doors to the south of the community café can open out onto the landscaped forecourt with a large roof overhang providing shelter and addressing solar gain.

To the West is the production kitchen that will service the hospitality zone with deliveries via a pass door off the main forecourt. A small vestry is also proposed to this side of the building which will have its own individual door into the main sanctuary space.

To the East are the secondary services including plant, cleaners store, chair storage and sanitary provision. The Oratory is given its own special prominent position with the vestibule/draft lobby having two access points either from the churches south facing forecourt or alternatively to the East should visitors approach via the Myre car park.

Adjacent to the entrance and at front of house is an administration office which will enhance the buildings security with all the existing boundary walls treatments and rails being retained.

Although the multi-purpose hall space is considered extremely important for the overall success and function of the building it is the hospitality zone which has been afforded the best location on the site as the clients require the building to be open, inviting, transparent, light, warm and welcoming. All the characteristics the existing building fails to exude.

Of Paramount importance is the functionality of the facility. The site access has been designed to accommodate a limited number of visitor/disabled parking directly adjacent to the main entrance. The vehicular forecourt has been designed to replicate the exact turning dimensions required for a hearse and is centred relative to the hospitality zone as is the adjusted gate pillars.

Although the building is completely single storey; a sense of scale and mass has been achieved by a large roofscape whose shallow pitched profile harmoniously respects the surrounding properties massing and exhibits a lesser dominant attitude displayed in the character of the existing brutalist building. The apex culminates in a simple profile that is graded to provide enough roof space to accommodate all the pre-requisite building services required for a development of this nature.

As well as developing the accommodation brief and satisfying functional and spacial requirements the clients required that the design aspire to the highest levels of design “elegance” and “sophistication” whilst being “of the site”. The response to these requests is a vision of brick, feature lining and large expanses of glazing. A modern statement based on the traditions of the past, generic to the surrounding context and local vernacular traditions.

The single storey building is approached from the North via a private drive that culminates in the front elevation with a mixture of single and 2 storey massing elements to create the appearance of a continuous ridge and eaves with a mixture of shapes and forms signifying the main entrance below a large roof overhang. The main entrance will be under a covered canopy from which visitors will enter into an atrium space roof lit from above with a feature cascading timber baffle ceiling. All building elements are directly visible upon arrival with the sanctuary backdrop and café areas being the main internal features. It is envisaged that the hospitality zone will be a hub of community activity and will be a busy, vibrant location for people to enjoy the open nature of the buildings welcome space.



From this initial introduction the contemporary materials will provide an interesting juxtaposition; contrasting against the existing inherent elements such as the robust stone boundary walls, natural features of the site and surrounding eclectic mix of building styles and construction materials. The historical stone of the existing boundaries maintains its low lying profile with the new build sitting in a slightly elevated and prominent position; albeit this terraces and reduces to the North as the site falls steeply to the Myre Car Park. The shapes and forms combine to give an impression of the language for the entire development.

These conceptual design ideas interact with the spacial aesthetics employed throughout to create a building that reaches out towards its environment in every direction and which is contextually "of its location".

Although there will be significant costs associated with developing the Project the Client currently envisage that the new build process will not have to be phased. THE PROPOSED SITE AREA IS 1074sqm WHILE THE OVERALL OWNERSHIP AREA IS APPROXIMATELY "1900 sqm"

## 12. Energy Efficiency & Sustainability

The proposed development has been designed taking cognisance of the following environmental factors:

Heating System • The key drivers for this project include the desire to construct and operate the development with minimal environmental impact.

JFS ARCHITECTS LLP

5

Renewable Energy • The central heating, hot water and ventilation strategy will be detailed by the project M&E consultant at the appropriate time and will be designed to meet the requirements of the technical guidance within the building standards. At this stage all possible options are being considered including the use of low carbon technology.

Insulation (increased levels) • Construction will be to a very high standard with consideration being given to U-values for floors, walls and roof potentially achieving greater levels than required by the Building Regulations. • Maximise the use of natural lighting and potentially a "full house" positive ventilation system.

External Materials (new build) • Given the complexity of the Fire Strategy for a development of this nature the superstructure could be steel frame with factory fitted insulated timber kit cassettes installed between the structural grids.

## 13. External Materials: Draft indicative external material specification

As a general overview of the proposed external finishing materials the following are all currently being considered and investigated albeit all material finishes will need to be confirmed and agreed with Angus Council:

1. Proprietary colour coated aluminium profiled standing seam roofing system. Kalzip liner system Polyvinylidene fluoride (PVdf) or equal & approved. RAL colour to be confirmed. Include for all associated accessories; hidden/concealed gutters, clips, vapour control, insulation, liner deck, safety accessories, snow guards, terminals, proprietary flashings

2. Variegated wire cut buff facing brick with tinted mortar pointing (lbstock or equal and approved.) Colour to be confirmed. Include for all associated brick "specials" for thresholds, cills, copes, parapets etc. Generally facing brick to be laid in stretcher bond format.

3. Proprietary Alu-clad doors; colour coated external doors complete with all weather seals and accessories (Nordan Ntech 1.2 or equal & approved. RAL colour to be confirmed. Include for factory production and coating with hermetically sealed glazing with Argon cavity fill and low energy coated glass and stainless steel ironmongery. All doors to be secure by design accredited

4. Proprietary Alu-clad windows; colour coated external windows complete with all weather seals and accessories (Nordan Ntech 0.7 or equal & approved. RAL colour to be confirmed. Include for factory production and coating with hermetically sealed triple glazing with Argon cavity fill and low energy coated glass and stainless steel ironmongery. All windows to be secure by design accredited

5. Proprietary rooflight Patent glazing system. Lonsdale thermGard thermal glazing bars or equal & approved. Include for all necessary fixings including continuous pressure plates, snap-on covers, proprietary flashing and accessories. Roof glazing to be Pilkington 28mm thk hermetically sealed double glazing self cleaning glazed units; "Pilkington Activ".

6. Double glazed (low E) clear float high performance screens with factory preservative application including all transoms, mullions, fins, drip cills, fixings and thermal seals

7. All Glulam beams are to be not less than 315x90mm Douglas Fir sanded smooth for staining to match Douglas Fir screens. All Beams to be pre-routed for drip cills, weather bars and steel connections.

8. Preservative treated Horizontal/vertical HW t & g boarding. 25x50mm vertical/horizontal preservative treated strapping with 25mm ventilated space minimum and all necessary insect mesh.

9. 'HERITAGE STYLE' VELUX WINDOW

(All materials to be equal and or approved.)





File No: 9 FEB 2017

To	Action	Is	Action
JFS			
SC			
CL			
PS			
DS			

ITEM 10

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Our Ref :- MS/JC

Your Ref :-

07 February 2017

Dear Sirs

**Proposed Possible Redevelopment of St Margarets Church, West High Street, Forfar.**

Further to your recent email requesting an overview and our opinion as to the marketability of the above Church premises but exclusive of the adjoining hall complex. We have now considered the situation and would comment as follows.

The property is a substantial detached Church building located on the periphery of Forfar town centre and we believe also on the periphery of the town centre Conservation Area. We also believe that the property is not listed at the present time and this would to a degree assist in obtaining relevant Permission for an alternative use and thereafter implementing some form of redevelopment programme.

A small number of Church properties and Church Hall properties within Angus have been exposed to the market within the relatively recent past and although a number have sold and been redeveloped these have tended to be fairly modest in overall scale and certainly smaller than St Margarets.

Larger Church properties have tended to be far more difficult to sell within the market due principally to the prohibitive costs of any redevelopment and indeed ongoing maintenance costs in the longer term.

The most likely alternative use for the building would be some form of residential flatted development although as stated above due to the nature of the building this could be a relatively expensive undertaking and bearing in mind the fact that the prices obtained within the market for flatted dwelling houses in Forfar have dropped substantially following on from the Banking Crisis of 2008/2009 there is every likelihood that once a full development appraisal is undertaken that the project may be deemed to be non viable.

However until such time as a more detailed proposal for redevelopment along with relevant costings are undertaken it is difficult to arrive at a residual valuation figure in this instance.

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ELGIN 01343 553939  
FALKIRK 01324 635999  
FRASERBURGH 01346 517456  
GLASHIELS 01896 750150  
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GREENOCK 01475 730717

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KILMARNOCK 01563 520318  
KIRKCALDY 01592 205442  
LIVINGSTON 01506 416777  
MONTROSE 01674 676768  
MOTHERWELL 01698 252229

MUSSELBURGH 0131 653 3456  
PAISLEY 0141 889 8334  
PERTH 01738 638188  
PETERHEAD 01779 470766  
ST. ANDREWS 01334 477773  
SALTCOATS 01294 464228  
STIRLING 01786 450438

Other alternative uses which could be incorporated within the property would be some form of retail/show room facility, or some form of nursery/playroom facility. Church type premises have been converted to these particular uses in the past but bearing in mind the reduction in demand for retail premises in particular within the smaller County Towns it is difficult to envisage any form of active demand for this particular use at the present time.

We would therefore in conclusion consider that there is unlikely to be a strong demand in any particular sector for the building at the present time but really the market would require to be tested by an effective marketing programme in order to ascertain whether any demand could be attracted for one of the above uses.


Bearing in mind the above it is difficult to place any form of valuation figure on the building although taking into account sales of similar type buildings within the past a price in the region of say **ONE HUNDRED THOUSAND POUNDS (£100,000)** may be achievable.

We would however emphasize that the above figure is on the assumption that relevant change of use could be obtained and that no relatively onerous conditions would be attached to any change of use in this instance. It would also to a great degree be dependent on access to appropriate and affordable finance facilities.

Finally, in accordance with our regular practice we must advise you that the contents of this report are for the party to whom it is addressed and no liability to any other party will be accepted for the whole or any part of the contents.

We trust that the foregoing is of some assistance but should you wish any further information in this case please do not hesitate to contact us.

Yours faithfully



J & E SHEPHERD  
Chartered Surveyors.





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1 March 2017

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File No: 3984-07-56			
08 MAY 2017			
To	Action	To	Action
JFS		RA	
HT		AG	
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RA		Scotay	
	✓	Scotay	

Dear Sirs

### **BCE231 – Inspection, St Margaret's Church, Forfar**

Further to your instruction, I confirm having inspected the above property over two visits on the 23 and 28 February. My inspection was non-disruptive and comprised viewing only both internally and externally from ground level with the aid of binoculars as required.

The property is a traditional church building with halls and accommodation to the rear. There is a horseshoe gallery in the Nave and a partial basement housing plant and further accommodation.

Internally, stonework tracery to all windows shows signs of deterioration and damp penetration. Numerous plaster defects are evident and I understand, many patches have been required due to failure of the lath and plaster. A number of lintels to the ground floor east elevation show plaster cracking at midspan and ends. This may be indicative of an underlying problem with timber safe lintels losing strength due to dampness / rot. The west elevation shows similar cracking to the lintel ends but not midspan. Again, this may indicate an issue with timber safe lintels, though less advanced. It may, however, be a lath and plaster defect only. The north gable shows extensive cracking to the plasterwork in a mainly vertical pattern. A slight movement is also noted between the timber finish at high level on this gable and the plasterwork. Whilst it is clear that there is an issue with the lath and plaster on this gable, there is a possibility that the gable stonework has moved slightly, which may have contributed to the plaster defects. Such gable movement is not surprising given the expanse of unrestrained wall. Further masonry movement is evident at the gallery entrance from the west stair. Entrance to the high level south gallery is under a stone arch, which has a significant crack down its north side and projecting at 45 degrees beyond the arch crown. The main south stained glass window also shows signs of stone deterioration and damp penetration from the stone tracery. Patching to plaster is evident to the underside of the gallery and within the stair wells. Plaster cracking is again evident throughout the ground and first floors of the rear halls and ancillary accommodation. The basement plasterwork appears to have been replaced.

Externally, stonework generally has suffered some weathering with faces delaminating and pointing locally deteriorating. Delamination is generally upto around 25mm depth. Some loose faces, particularly at high level to the south east tower, are ready to fall and could cause injury so should be removed. Stonework is damp stained to east and west elevations where rainwater hoppers have overflowed. Some of the rain water goods require maintenance. Stonework tracery to all windows shows deterioration due to weathering. Some movement is evident to the main stained glass window on the south elevation at the head of the mid sized arch / base of high circle junction where stones are cracked. Ogee guttering to the west side of the south elevation appears slightly displaced. It is difficult to gain a suitable vantage point to view the north gable. It appears, however, that there is a slight bulge to this gable supporting the findings internally. The cope stones to this gable also appear



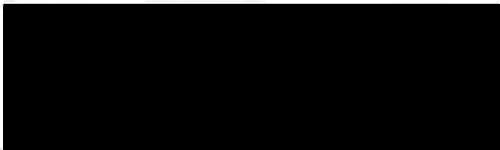
weathered and open jointed. The corbel stone to the base of this cope line has suffered a notable rotation movement displacing the cope above and opening a crack behind the corbel.

In conclusion, although not a plaster expert, it appears that the plasterwork is close to the end of its useful life and major repair replacement works should be anticipated. Stonework is showing widespread but not severe weathering requiring an extensive scheme of cleaning off loose material, deep raking and repointing open or friable mortar joints. The north gable appears to be suffering slight movement due to lack of restraint. Maintaining this in good order, repointing as necessary will help to prolong its life. Copes to this gable should be reset where displaced and repointed generally. The cracking around the corbel to the west side of the gable should be pointed and monitored to check for further movement. The cracking to the west arch entrance to the high gallery should be monitored as a minimum requirement but preferably stonework should be exposed and cracking pointed. Rainwater goods require some maintenance. A timber preservation specialist's report is recommended with particular attention suggested for roof valley timbers, timber safe lintels (if present) and timbers in contact with external stonework including sleeper walls.

Finally, I would point out that no inspection was made of parts of the structure which were covered unexposed or inaccessible and I am, therefore, unable to report that any such parts are free from defect. No inspection was made for timber rot or infestation this being outwith my field of expertise.

I trust this meets with your requirements but if you have any queries or require any clarification, please do not hesitate to contact me.

Yours faithfully

A large black rectangular box redacting the signature of Sandy Burnett.

Sandy Burnett BEng, CEng, MIStructE  
for B-CE Ltd

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**INITIAL BAT SURVEY REPORT**

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**ST MARGARET'S PARISH CHURCH, FORFAR**

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**PREPARED FOR JAMES F STEPHEN ARCHITECTS**

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**ISSUED: 9<sup>TH</sup> MAY 2017**

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# **1 INTRODUCTION**

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## **1.1 SCOPE**

The following report outlines the results of a bat survey undertaken at St Margaret's Parish Church in Forfar, Angus. Survey was commissioned by David Stephen at James Stephen Architects on behalf of the Parish Church, following a request from Angus Council planning department.

## **1.2 PROPOSALS**

Plans are to demolish the existing church building and build a new fit for purpose community church with disabled access. The adjoining church hall to the rear and north of the main church will not be demolished and will be subject to internal renovation works only.

## **1.3 BUILDING LOCATION AND DESCRIPTION**

St Margaret's Parish Church is located in the centre of Forfar, at National grid reference: NO 45436 50558. The church is a very large building with a high slate roof. It is a complicated roof structure, comprising one large steep main pitch which has dormer window pitches along the length of the east and west elevations. There is also a small flat roof section in the south-eastern corner. The church hall building adjoins the main church to the north and rear.

## **1.4 SPECIES PROTECTION STATUS**

All bat species in the UK are European Protected Species (EPS) and are fully protected under the EC Habitats and Species Directive 92/43/EEC. The Conservation (Natural Habitats,&c.) Regulations 1994 translates this law into European legislation in the UK. These regulations have been amended in Scotland by The Conservation (Natural Habitats, &c.) Amendment (Scotland) Regulations 2004 and 2007 and the Conservation (Natural Habitats, &c.) Amendment (No. 2) (Scotland) Regulations 2008. A summary of the legislation afforded to bats can be found in Appendix II.

## 2 SURVEY METHODS

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Bat survey was carried out in accordance with methods outlined in current best practice guidance from the Bat Conservation Trust (Collins, 2016).

### 2.1 DESK STUDY

A desk study was carried out for records of bat species on the site and within the immediate surrounding area within a minimum radius of 5km. The National Biodiversity Network website, an online database housing biological records from a variety of conservation and academic organisations, was consulted for this information.

### 2.2 PRELIMINARY DAYTIME ROOST ASSESSMENT

The daytime roost assessment was undertaken on 23<sup>rd</sup> January 2017. The aim of this survey was to assess the building for its potential to support roosting bats and to search for any signs of use. The survey included a thorough inspection of the church building, including accessing the internal attic space above the main church hall as well as an inspection of the external walls and roof areas where access was possible. Binoculars, a torch and a camera endoscope were used where necessary. The roof space was accessed via a hatch from the tower out onto the roof itself.

Potential for hibernating bats was also considered during the daytime assessment.

### 2.3 DUSK BAT ACTIVITY SURVEY

Following the daytime assessment, an additional dusk activity survey was undertaken on 6<sup>th</sup> May 2017. One activity survey was considered to be sufficient in providing confidence in a negative result given the low level of bat roosting potential identified during the daytime assessment. The survey was carried out in suitable weather conditions with temperatures above 10°C and within the optimum active period for bats, which runs from May to September. The dusk survey commenced approximately 20 minutes before sunset and continued for approximately 90 minutes after sunset in order to cover the emergence time of all species. The survey was undertaken using *AnaBat SD2* bat detectors, which record bat sounds to memory card for later analysis and species identification using *Analook* software.

Two surveyors watched the building in order to provide full coverage of the relevant aspects of the church, as shown in Figure 2 in Appendix II.

### 2.4 PERSONNEL

Survey was undertaken by Jenny Wallace. She is an experienced ecologist, full member of the Chartered Institute of Ecology and Environmental Management (MCIEEM) and has held an SNH bat roost visitor licence since January 2012 (Licence No: 17426). Jenny was assisted during the dusk activity survey by Jean Oudney who is also an SNH licensed bat surveyor (Licence No: 87621) and experienced ecologist.

## 3 RESULTS

### 3.1 DESK STUDY

The building is located within grid square NO45 but also borders grid square NO44 and NO45. Therefore, all these 10km grid squares were searched for records of bats, covering a minimum radius of 5km from the site. No previous bat records exist for the site itself. However, results show that pipistrelle bat species *Pipistrellus sp.*, Daubenton's bat *Myotis daubentonii* and brown long eared bat *Plecotus auritus* have all been recorded within 5km of the site and could be roosting or foraging in the nearby surrounding area.

Table 1: NBN Gateway Desk Study Results - Bats

Species	Grid Square	Dataset	Notes
Pipistrelle sp. <i>Pipistrellus sp.</i>	NO45, NO44, NO55	Bat Casework Records for Scotland from 1970 – 2007, provided by SNH.	Multiple records within 5km. The closest being on the west side of Forfar, within 1km.
Daubenton's bat <i>Myotis daubentonii</i>	NO44	Bat Conservation Trust Waterways Survey Dataset.	Two records within grid square NT16, for Juniper green, approximately 3km south east of the site.
Brown long eared bat <i>Plecotus auritus</i>	NO45, NO44	Bat Casework Records for Scotland from 1970 – 2007, provided by SNH.	Three records (2000 and 2001) for Mossie near Kirriemuir, approximately 5km to the north west of the site. No details of record provided. An additional record for 10km grid square NO44 from 1996, no specific details of location or record type given.

### 3.2 PRELIMINARY DAYTIME ROOST SURVEY

**No evidence of roosting bats was found during the daytime survey and the building was assessed as having only low bat roosting potential.**

There were no bat droppings or any other evidence of roosting bats visible in attic space and no hibernating bats were found. In addition, despite being an old building with a slate roof, which would typically suggest good bat roosting potential, the daytime assessment of the church highlighted that actually only a low level of bat roosting potential exists. This is due to a lack of opportunities for bats to gain access into the internal attic space and the absence of any other suitable roosting spaces in the building. For example, the attic space is very high and the ridge beam and external slates are very well sealed. The slates are particularly tight fitting other on the steep roof pitch and no loose slates were observed under which bats may be able to find suitable roosting crevices. The north and south ends of the roof meet with stone coping at the gables, which limits any possible access for bats on these elevations and the adjoining dormer window pitches on the east and west elevations (see Photo 3 in Appendix 1) also limit access as there are no gaps under the guttering or fascia.

In addition, all windows are well sealed with no gaps present and no crevices or cracks in the masonry of the church building were highlighted during the survey. However, that said, there is some limited potential for bats to



be roosting between the odd raised slate and at small gaps under flashing on the dormer window pitches, as well as one section on the west elevation, which has a wall head that could allow access into the coomb space.

The building was assessed as having hibernation potential within the attic space which is relatively undisturbed and unheated. However, a hibernation survey was undertaken as part of the daytime assessment and no hibernating bats were found.

### 3.3 DUSK BAT ACTIVITY SURVEY

Results from the dusk survey are detailed in Tables 2 and 3 below and are summarised in the following paragraph. Surveyor locations are detailed on Figure 1 in Appendix II.

During the dusk survey on 06.05.17 **no bats were recorded emerging from either the church or adjoining church hall buildings**<sup>1</sup>. In addition, only very low levels of bat activity were recorded on the site during the survey. Bat activity was limited to occasional foraging bat passes from individual soprano pipistrelle and common pipistrelle bats using the alley between the east elevation of the church and adjacent building. No bat passes were recorded by the surveyor on the west side of the church. Only pipistrelle bat species were recorded and only one individual bat was seen at any one time.

Table 2: Results of Dusk Survey 06.05.17– Surveyor Location 1

Time	Species	Description
21.38	Soprano pipistrelle	First bat seen flying north through alleyway between church and adjacent building. Did not emerge from building. Occasional passes followed every 5-10 minutes.
21.44	Common pipistrelle	Single bat passing surveyor location occasionally flying up and down alleyway.
21.52 - end	Soprano pipistrelle, common pipistrelle	Additional foraging passes by single bats throughout remainder of survey.
<u>Summary:</u> No bats emerged from the church or church hall building in view. Low levels of foraging activity in the vicinity by common pipistrelle and soprano pipistrelle bats.		

Table 3: Results of Dusk Survey 06.05.17 – Surveyor Location 2

Time	Species	Description
<u>Summary:</u> No bats emerged from the church or section of the church hall in view. No bats passed in front of the surveyor during the survey. Occasional, faint passes heard to the north of the church in small garden area but not seen.		

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<sup>1</sup> The church hall building is not part of the planning application and wasn't included as part of the survey. However, some sections were in view and no bats were seen to emerge from those visible aspects.

## 4 SUMMARY AND ASSESSMENT OF IMPACTS

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No bat roost sites were identified in the church during the daytime and dusk activity surveys and on the whole it was considered to have only low bat roosting potential. Therefore, **no direct impacts on roosting bats are predicted through demolition of the church.** As long as standard mitigation recommendations outlined in section 6 are followed during the construction phase, no impacts are predicted to bats and there is no requirement to obtain a bat licence from Scottish Natural Heritage (SNH) to undertake the works.

## 5 RECOMMENDATIONS

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In order to ensure there is no disturbance to any potential bat roost sites not identified by the surveys, the following mitigation recommendations are made:

- **Should any bats (or signs of bat droppings etc.) be identified as works are taking place then works will need to stop immediately. SNH should then be contacted to assess the situation and provide advice on how best to proceed.**
- Bats are highly mobile and will move between different roost sites throughout the year and between different years depending on external influences. Consideration should therefore be given to carrying out an update survey on the church if it has not been removed within 18 months of this survey.

## 6 REFERENCES

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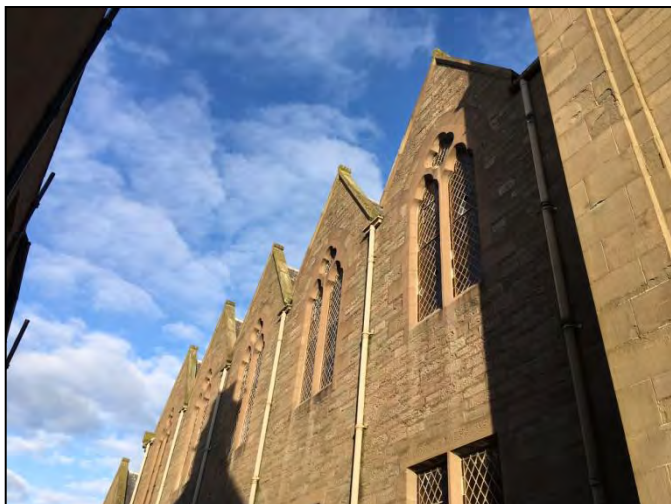
Collins, J. (ed.) (2016) **Bat Survey for Professional Ecologists: Good Practice Guidelines (3<sup>rd</sup> Edn.)** Bat Conservation Trust, London ISBN-13: 978-1-872745-96-1



## APPENDIX I – PHOTOS

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**Photo 1: West elevation**



**Photo 2: East elevation**



**Photo 3: High roof structure (looking north) showing window dormers**





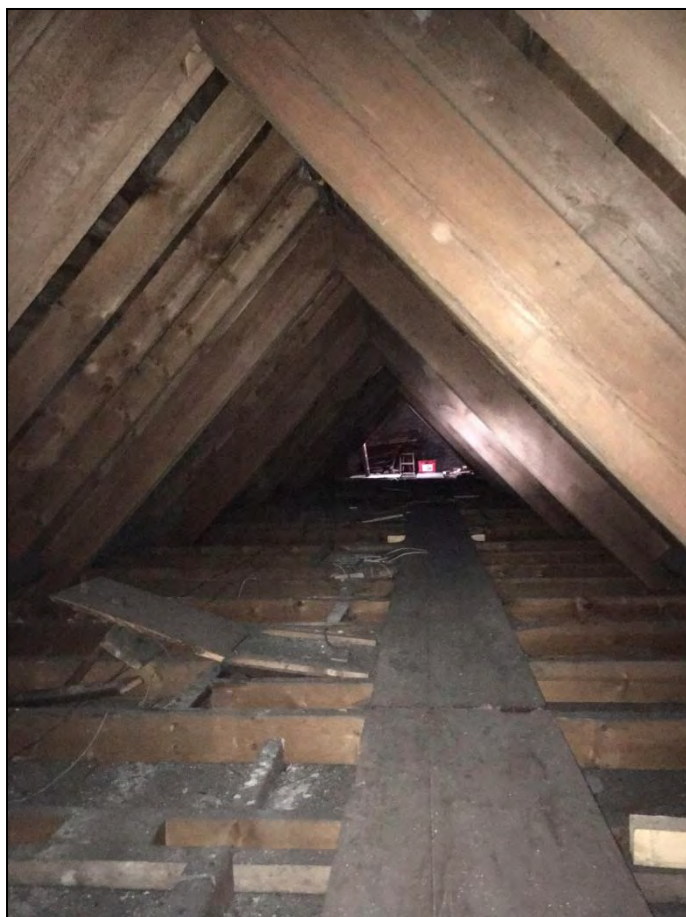
**Photo 4: Coping at southern gable blocking access**



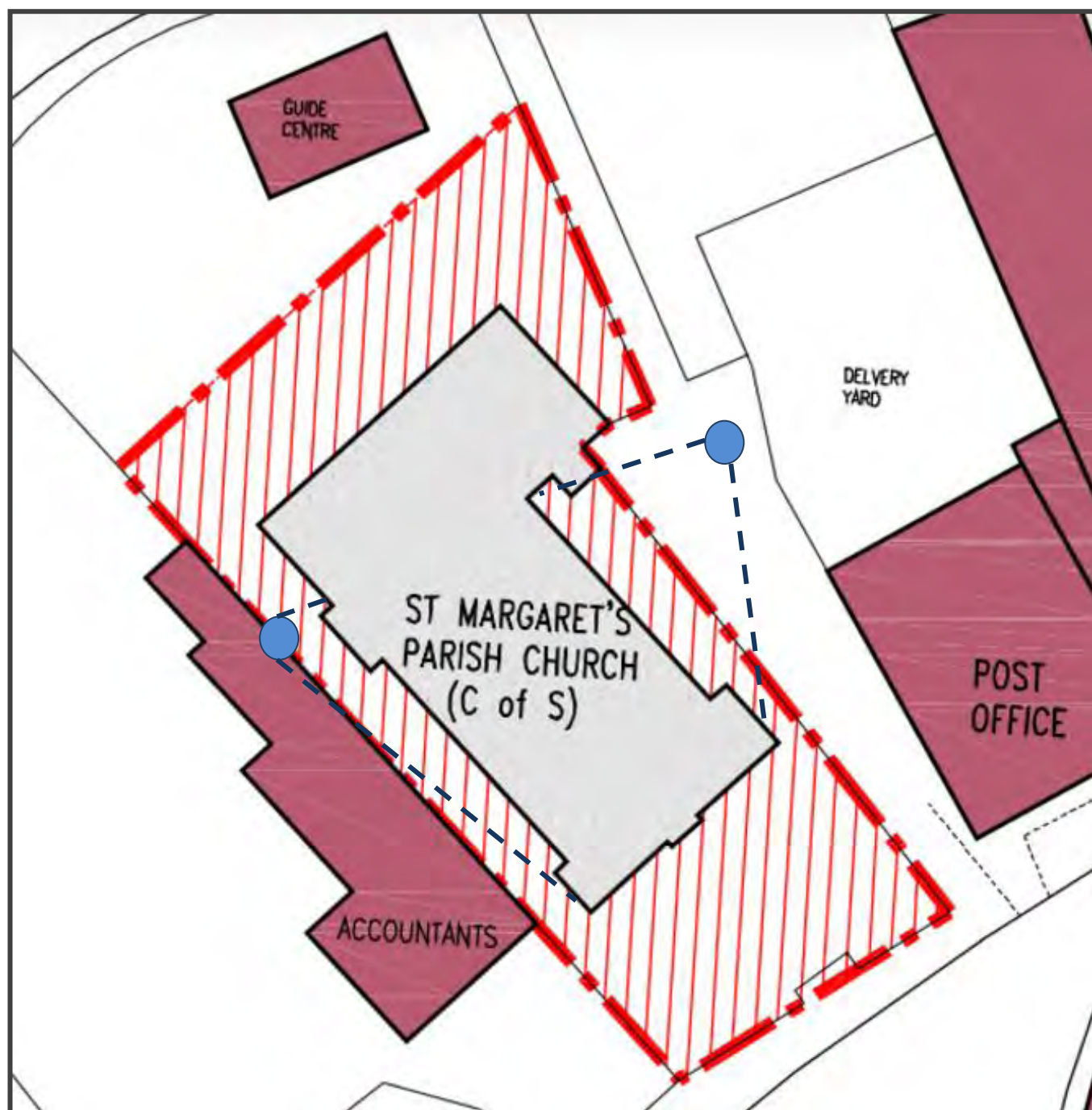
**Photo 5: Roof showing flush slates and well sealed ridge**




**Photos 6 and 7: Small roof space above church**




## APPENDIX II – FIGURE 1: SURVEYOR LOCATIONS



### Key

 = Surveyor locations

 = Surveyor view shed

\*\* The front of the church (south facing aspect) is not suitable for roosting bats so it was not considered necessary to cover it as part of the activity survey



## APPENDIX III - SPECIES PROTECTION STATUS

---

All bat species in the UK are European Protected Species (EPS) and are fully protected under the EC Habitats and Species Directive 92/43/EEC. The Conservation (Natural Habitats, &c.) Regulations 1994 translates this law into European legislation in the UK. These regulations have been amended in Scotland by The Conservation (Natural Habitats, &c.) Amendment (Scotland) Regulations 2004 and 2007 and the Conservation (Natural Habitats, &c.) Amendment (No. 2) (Scotland) Regulations 2008.

These Regulations make it an offence to deliberately or recklessly:

- capture, injure or kill an EPS
- harass an EPS or group of EPS
- to disturb such an EPS while it is occupying a structure or place it uses for shelter or protection
- to disturb an EPS while it is rearing or otherwise caring for its young
- to obstruct access to a breeding site or resting place of an EPS or to otherwise deny an EPS use of a breeding site or resting place
- to disturb an EPS in a manner that is, or in circumstances which are, likely to significantly affect the local distribution or abundance of the species to which it belongs
- to disturb an EPS in a manner that is, or in circumstances which are, likely to impair its ability to survive, breed or reproduce, or rear or otherwise care for its young
- to disturb such an animal while it is migrating or hibernating

It is also an offence to:

- damage or destroy a breeding site or resting place of such an animal
- keep, transport, sell or exchange or offer for sale or exchange any wild animal or plant EPS or any part or derivative of one.

Derogation licences may be granted for certain purposes that would otherwise be illegal; such licences for development work must now be applied for from Scottish Natural Heritage. There is no provision for development licences as such, however; under Regulation 44 (2e) of the Conservation (Natural Habitats, &c.) Regulations 1994 licences may be granted for:

- Preserving public health or public safety or other imperative reasons of overriding public interest including those of a social or economic nature and beneficial consequences of primary importance for the environment.

However a licence will not be granted unless, importantly under 44 (3), the appropriate licensing authority is satisfied:

- That there is no satisfactory alternative
- That the action authorised will not be detrimental to the maintenance of the population of the species concerned at a favourable conservation status in their natural range.

**Application Number:** 17/00422/FULL  
**Description of Development:** Demolition of Existing Church and Erection of Proposed New Build Community Church Facility  
**Site Address:** St. Margaret's Church 62 West High Street Forfar DD8 1BJ  
**Grid Ref:** 345447 : 750556  
**Applicant Name:** Trustees of St. Margaret's Church

In response to the “**Report of Handling**” JFS Architects would comment as follows in relation to the key paragraphs and content that references the design of the new Community Church proposals.

Throughout the Project's design development, the Applicant has been completely transparent with Angus Council and welcomed and encouraged dialogue on any preferred materials the Local Authority would desire on such a new build project. However, to date Angus Council have elected not to look past the premise of complete retention of the entire existing building. With regard to the proposed colour and material selection the Applicant is open to dialogue and discussion with Angus Council should they prefer other materials to be considered to those currently proposed. The Applicant hereby confirms that they would welcome the inclusion, retention and re-use of existing materials as part of the new build project e.g using some of the existing stonework in areas as features both internally and externally and this can be included as a condition on any approval by the LRB.

**The existing Church is NOT listed.** As such it is not identified by Historic Environment Scotland as being of the appropriate quality or of historical importance or cultural significance to be considered for listing purposes; not even at the lowest class available. Historic Scotland have not objected to the Planning application.

The existing Church is located on the Western edge of the Conservation boundary. It is a building that is visually austere in nature with few redeeming architectural features. It overshadows and dominates its neighbours. In addition, there is a lack of defined modelling in the façade with an imbalance in the proportions of solid to void, i.e. a mass of stone with very few window apertures. This is evident from both New Road and the Myre Car Park where the building appears out of scale with its surroundings. The front elevation is not at all welcoming with its solid entrance doors and lack of transparency in the structure.

*“The basic ingredients of architectural design consists of two elements, mass and space. The essence of design is the interrelation between these two.” Edmund N Bacon (City Planner Philadelphia) 1974 DESIGN OF CITIES*

The existing front elevation has a thin stone spire on top of the west gable end and a cross finial on the gable apex. Attached to the west is a side aisle with gablets and to the east is a simple three storey tower with thin pointed arch windows and crenellations. A spire was intended for the top of the east tower, but this was never constructed. As such the building's appearance and presence is not as was originally intended. The front façade was left appearing unbalanced, poorly conceived and of little perceptible quality.

St. Margaret's Church is mentioned twice in the **Forfar Conservation Area Analysis & Design Guide**. This 47 page document mentions the Church just twice,

1. very briefly on page 15, as a geographical reference only where it is stated - *“Although it is believed that the former site of the West Port is approximately where St. Margaret's Church stands today”*.
2. and then again on page 45 - where the reference is to a *“Local Landmark building”*.

However, there is no mention of the Church in “Appendix 2” (entitled in the Contents page as “Schedule of Listed Buildings in Conservation Area and **Other Important Buildings**”) in the aforementioned Guide. The reference to the Church is an acknowledgement to its scale and mass only. It simply stands out from its surroundings due to its sheer size.

The Church does not inhabit a prominent location, rather it is the building's scale and size that suggests prominence. Both the Bank of Scotland Building to the immediate West and the Post office/library to the immediate East have prominent positions having been constructed much closer to the street edge. Both are dwarfed by the Church which sits back some distance from the pavement line by more than 20m. The Church is not the “book end” or entrance to the Conservation boundary. EQ Accountants' office building adjacent to the Church is also within the conservation boundary and it is this building that is the “bookend” and which signifies entrance to the Conservation boundary, not the Church. Just as with St. Margaret's Church this now office building is not listed either.

St Margaret's Church building is neither welcoming nor inviting. It is severe and forbidding in appearance; lacking softness and sensitivity and is of questionable quality and importance given the incomplete frontage mentioned above. There is a precedent for removal. Historically former buildings in this area have been

demolished. Forfar's West Port gateway stood in the neighbourhood of the former "West Church" (now known as St. Margaret's) in the West High Street. Apparently, this building was removed in 1777.

The approximate height to the apex of the existing church frontage is some 19m; whereas the adjacent buildings have a more domestic scale to eaves level of approximately 6m and thereafter 8m or so to the ridge condition. Surrounding St. Margaret's Church; the majority of the buildings are two and three storeys high with the height of the proposed new Church designed to fit in with the massing expressed in the local area. The height of the proposed new Church at its apex is some 8m (approx) which would tie in harmoniously with the massing of the surrounding context. Similarly, the ridge line of the proposed new building replicates the form and direction of the adjacent roofs, that of being pitched and running in an East to West direction. The Oratory is expressed as a prominent drum feature to replicate the prominent curved shape of the stone façade of the B-listed property immediately opposite at the Cross. This organic circular form can be found expressed elsewhere in the conservation area such as stone stair towers to the rear of buildings on West High street as well as the drum form found on the frontage of the B-listed Osnaburg Bar on Osnaburg Street.

Far superior and actual impressive examples of buildings exist elsewhere in the conservation boundary which should be listed as Landmark Buildings such as

- the listed Swimming baths,
- Doig's furniture showroom at the Vennel,
- the B-listed St. John's Church on East High street and
- the B-listed St. James' Church at Chapel Street.

A key consideration for any client embarking upon a construction project is the budget. The client's brief was for a new build Community based Church on the site of the existing sanctuary that embraces all the activities that have been designed into the scheme with a limited construction budget of £1M. The design response achieves all the spacial, ergonomic and financial requirements of the client whilst at the same time addressing the townscape sensitivities of a new building project at the edge of the conservation boundary.

The existing sanctuary/church frontage has a volume of some 6,300 cubic metres approximately. The fact is that the Church Body has not required a place of worship of this scale for some considerable time which is completely disproportionate to their needs both in terms of space and function but also relative to the financial burden of upkeep for maintaining and heating the existing property which is no longer fit for purpose.

With respect to building materials and fenestration treatments; the new proposals reference buildings and detailing within the conservation area. Facing brick, glazing and standing seam/sheet style roofs are all materials that are aesthetically appropriate and provide quality in appearance. Importantly from the client's perspective and the limited Project budget available these materials are also economical, readily available with traditional local contractors being familiar with the installation of such finishes all of which are found throughout the conservation area. As such this material selection is not alien but replicates what already exists inherent in the Conservation boundary. Please refer to the attached photographic study sheets that identify the use of these materials on various buildings, in various locations throughout the conservation boundary; contrary to what the Planning Dept have stated.

The Oratory has been specifically sited, given a position of prominence, to the front of the building in the new proposals to properly and respectfully terminate the vista towards the bottom of New Street. The position and shape of the drum entices a pedestrian's line of sight toward the Church entrance and around the rear towards the Myre Park access whilst providing a termination to New Street. The Oratory is in a key position, specifically as a townscape response to address the bottom of New Street.

The existing Church building is clearly out of scale with the majority of buildings within the conservation boundary. The reality is that there are only a handful of buildings within Forfar that replicate the magnitude of the present St. Margaret's Church; such as the Reid Hall as well as those mentioned above; with these examples being more contextually sensitive and appropriate to the street dynamic of Forfar.

It is understood that Angus Council have a Planning Policy which requires adaption of any old stone building in the conservation area. We appreciate this is why the Planning Department are reluctant to support the application despite the high quality of design and supporting information that was submitted with the Planning application.

The facts are that the existing Church is a considerably aged, large, stone building within the conservation boundary. The existing Church is uneconomical to maintain and no longer fit for purpose. As such while the Council's preference and planning policy is to retain the existing building, this is to the detriment of the congregation, public and local residents who overwhelmingly support demolition. It is noted that there was not



one single public objection to the planning application, yet **153** letters of support for the application from townspeople, which further highlights the local desire for this Project to become a reality.

Should the new proposals **not** proceed:

- this will put the Church Group, that has been established in Forfar for decades, at significant risk of closure
- It will also result in the continued erosion and acceleration of the decay in the existing building.

### **Conclusions:**

To conclude; the proposal would provide a contemporary building designed to meet the needs of the Church body and the community at large. Its replacement is a sensitive, inviting and welcoming building that will ensure the survival, fellowship and longevity of the congregational body within the community this 21<sup>st</sup> century.

The following quotes are abstracts from a "Communication audit" produced by the Church of England's communications unit which are relevant in many cases throughout Great Britain.

### **Proclaiming Good News:**

*"Most Church buildings inherited from previous generations will have been conceived as monuments in which external form is of greater significance than internal arrangements (interiority made subject to monumentality in the words of Debuyst). We shall need to consider the appropriateness of this historical stance and look at ways of representing our buildings in ways which make good sense in our present cultural setting. If we are serious about sharing good news, we need to find ways of converting palaces into homes."*

### **Exterior Shape and Form:**

*"If our community has inherited an old building from a previous generation, there is not a lot we can do about its basic form and shape, even though in many cases these basic attributes will give out all the wrong signals. Apart from causing us some embarrassment, such buildings can be a real handicap in persuading others to take us seriously as a living community with something vital to say."*

*We can however learn from many examples of new houses of the church which proclaim a message complementary to, rather than contradictory of, the life and work of the local Christian community. Such buildings also help us to rethink our concept of what a sacred building should look like, and what symbolism is appropriate to it."*

*"Few of us however get to build a new house for the Church; most of our time is spent breathing new life into old ones, grappling with the shape and form of buildings bequeathed to us irrespective of our views on the matter. In this situation we need to reassess the buildings appropriateness for us today in the context of a Buildings Strategy, facing up to whatever hard decisions are called for (even redundancy)"*

### **Interior Space:**

*"Although it will come as something of a shock to most members of our church communities, the interior of the vast majority of our houses of the Church are a living liturgical nightmare."*

*They are cluttered spaces devoid of space and full to overflowing with furniture, displaying a total visual confusion of purpose, enshrining as sacrosanct liturgical divisions and practices which have long ceased to have any theological meaning, temples of prejudiced conservatism and repositories for threadbare furnishings which we would have discarded from our own homes years ago."*

*We have grown accustomed to these things, and are blinded to their impact on others. To those who come fresh to an experience of worship however, or to those who have caught a vision of just how stimulating and beautiful liturgical space can be when we let go."*

*In most cases the interiors of our buildings are areas where worshipping communities are free, within the framework of the faculty jurisdiction of equivalent structures, to achieve a complete transformation of the house of the church. Such physical transformation can be a catalyst for the transformation of the community itself, a sacrament which makes real that which it signifies."*





IMAGE 01.



IMAGE 02.



IMAGE 03.



IMAGE 04.



IMAGE 05.



IMAGE 06.



IMAGE 07.

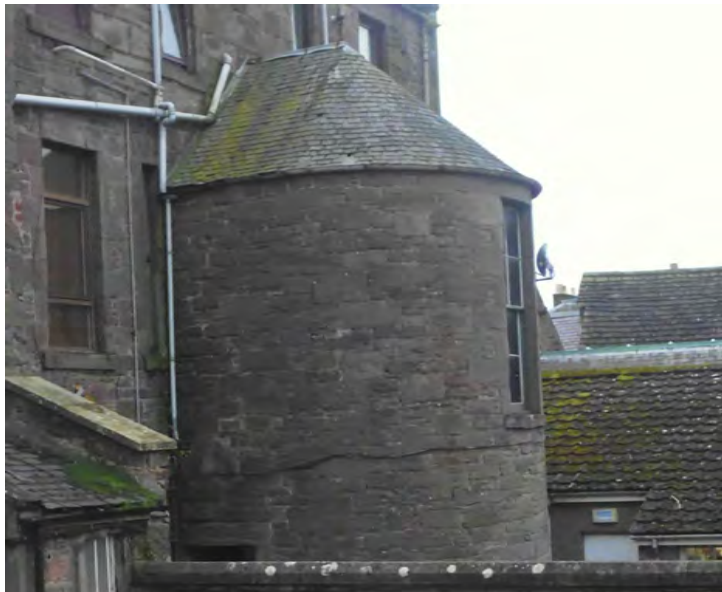


IMAGE 08.



IMAGE 09.

FOR INFORMATION  
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**SHEET 1 OF 7.**

PLEASE REFER TO THE PHOTOGRAPHS  
OPPOSITE OF EXISTING BUILDINGS WITHIN THE  
CONSERVATION BOUNDARY OF FORFAR THAT  
EMBRACE **ORGANIC CURVES / DRUM SHAPED /  
CIRCULAR FORMS.**

PLEASE NOTE THESE PHOTOGRAPHS ARE JUST  
A SMALL SELECTION OF THIS SPECIFIC  
TREATMENT INHERENT THROUGHOUT THE  
CONSERVATION AREA.

PHOTGRAPHIC SHEETS TO BE READ IN  
CONJUNCTION WITH WRITTEN RESPONSE FROM  
JFS ARCHITECTS TO THE REPORT OF HANDLING  
FROM ANGUS COUNCIL.

**Angus Council - Report of Handling - Quote**  
"The proposed replacement church building would be  
8m high at the highest point and would include a  
**circular** front projecting element with a mono pitched  
canopy roof. The building would have a shallow  
pitched roof finished in standing seam metal. The  
external walls of the building would mainly be finished  
in buff coloured facing brick with large areas of glazing  
facing South onto West High Street. The replacement  
church bears little resemblance to other buildings in  
the conservation area. Its external finishes, roof pitch,  
gable width and detailing are all alien when  
considered against other buildings in the conservation  
area."

THE PHOTOGRAPHS OPPOSITE ARE EVIDENCE  
THAT THE ABOVE QUOTATION FROM THE  
REPORT OF HANDLING IS A FACTUALLY  
INCORRECT STATEMENT

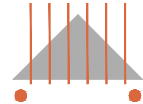






IMAGE 01.



IMAGE 02.



IMAGE 03.



IMAGE 04.



IMAGE 05.



IMAGE 6.



IMAGE 07.



IMAGE 08.



IMAGE 09.

**SHEET 2 OF 7.**

PLEASE REFER TO THE PHOTOGRAPHS OPPOSITE OF EXISTING BUILDINGS WITHIN THE CONSERVATION BOUNDARY OF FORFAR THAT EMBRACE **FACING BRICK AS A BUILDING MATERIAL.**

PLEASE NOTE THESE PHOTOGRAPHS ARE JUST A SMALL SELECTION OF THIS SPECIFIC MATERIAL / TREATMENT INHERENT THROUGHOUT THE CONSERVATION AREA.

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**FOR INFORMATION**  
**NTS @ A3**

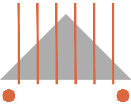






IMAGE 01.



IMAGE 02.



IMAGE 03.



IMAGE 04.



IMAGE 05.



IMAGE 6.



IMAGE 07.



IMAGE 08.



IMAGE 09.

FOR INFORMATION  
NTS @ A3

**SHEET 3 OF 7.**

PLEASE REFER TO THE PHOTOGRAPHS OPPOSITE OF EXISTING BUILDINGS WITHIN THE CONSERVATION BOUNDARY OF FORFAR THAT EMBRACE **LARGE EXPANSES OF GLAZING AS A BUILDING MATERIAL.**

PLEASE NOTE THESE PHOTOGRAPHS ARE JUST A SMALL SELECTION OF THIS SPECIFIC MATERIAL / TREATMENT INHERENT THROUGHOUT THE CONSERVATION AREA.

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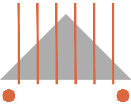






IMAGE 01.



IMAGE 02.



IMAGE 03.



IMAGE 04.



IMAGE 05.



IMAGE 06.



IMAGE 07.



IMAGE 08.



IMAGE 09.

FOR INFORMATION  
NTS @ A3

**SHEET 4 OF 7.**

PLEASE REFER TO THE PHOTOGRAPHS  
OPPOSITE OF EXISTING BUILDINGS WITHIN THE  
CONSERVATION BOUNDARY OF FORFAR THAT  
EMBRACE **TIMBER DETAILING AS A BUILDING  
MATERIAL.**

PLEASE NOTE THESE PHOTOGRAPHS ARE JUST  
A SMALL SELECTION OF THIS SPECIFIC  
MATERIAL / TREATMENT INHERENT  
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considered against other buildings in the conservation  
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THE PHOTOGRAPHS OPPOSITE ARE EVIDENCE  
THAT THE ABOVE QUOTATION FROM THE  
REPORT OF HANDLING IS A FACTUALLY  
INCORRECT STATEMENT AS THE **DETAILING  
AND USE OF TIMBER BUILDING ELEMENTS** ARE  
COMMON PLACE WITHIN THE CONSERVATION  
BOUNDARY

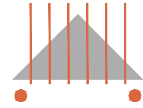






IMAGE 01.



IMAGE 02.



IMAGE 03.



IMAGE 04.



IMAGE 05.



IMAGE 6.



IMAGE 07.



IMAGE 08.



IMAGE 09.

FOR INFORMATION  
NTS @ A3

## SHEET 5 OF 7.

PLEASE REFER TO THE PHOTOGRAPHS OPPOSITE OF EXISTING BUILDINGS WITHIN THE CONSERVATION BOUNDARY OF FORFAR THAT EMBRACE **HIGH LEVEL ROOF LIGHTS AS A BUILDING MATERIAL.**

PLEASE NOTE THESE PHOTOGRAPHS ARE JUST A SMALL SELECTION OF THIS SPECIFIC MATERIAL / TREATMENT INHERENT THROUGHOUT THE CONSERVATION AREA.

PHOTGRAPHIC SHEETS TO BE READ IN CONJUNCTION WITH WRITTEN RESPONSE FROM JFS ARCHITECTS TO THE REPORT OF HANDLING FROM ANGUS COUNCIL.

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THE PHOTOGRAPHS OPPOSITE ARE EVIDENCE THAT THE ABOVE QUOTATION FROM THE REPORT OF HANDLING IS A FACTUALLY INCORRECT STATEMENT AS THE **DETAILING OF HIGH LEVEL ROOF LIGHTS** ARE COMMON PLACE WITHIN THE CONSERVATION BOUNDARY

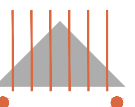






IMAGE 01.



IMAGE 02.



IMAGE 03.



IMAGE 04.



IMAGE 05.



IMAGE 6.



IMAGE 07.



IMAGE 08.



IMAGE 09.

**SHEET 6 OF 7.**

PLEASE REFER TO THE PHOTOGRAPHS OPPOSITE OF EXISTING BUILDINGS WITHIN THE CONSERVATION BOUNDARY OF FORFAR THAT EMBRACE **STANDING SEAM / SHEET ROOFING AS A BUILDING MATERIAL.**

PLEASE NOTE THESE PHOTOGRAPHS ARE JUST A SMALL SELECTION OF THIS SPECIFIC MATERIAL / TREATMENT INHERENT THROUGHOUT THE CONSERVATION AREA.

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**FOR INFORMATION**  
**NTS @ A3**

Existing Photographical Study - Forfar Conservation Area

Proposed New Centre St Margaret's Church Forfar  
 for The Trustees of Forfar St. Margaret's Church

Drawing No. 3984-EX-016

James F Stephen Architects  
 Tel. 01307 475000 www.jfsa.co.uk © JFS Architects LLP







IMAGE 01.



IMAGE 02.



IMAGE 03.



IMAGE 04.



IMAGE 05.



IMAGE 6.



IMAGE 07.



IMAGE 08.



IMAGE 09.

**SHEET 7 OF 7.**

PLEASE REFER TO THE PHOTOGRAPHS OPPOSITE OF EXISTING BUILDINGS WITHIN THE CONSERVATION BOUNDARY OF FORFAR THAT EMBRACE **SHALLOW PITCHED ROOFS / PROFILES AS A BUILDING TREATMENT.**

PLEASE NOTE THESE PHOTOGRAPHS ARE JUST A SMALL SELECTION OF THIS SPECIFIC MATERIAL / TREATMENT INHERENT THROUGHOUT THE CONSERVATION AREA.

PHOTGRAPHIC SHEETS TO BE READ IN CONJUNCTION WITH WRITTEN RESPONSE FROM JFS ARCHITECTS TO THE REPORT OF HANDLING FROM ANGUS COUNCIL.

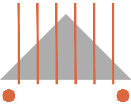
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**FOR INFORMATION**  
**NTS @ A3**

Exisitng Photographical Study - Forfar Conservation Area

Drawing No. 3984-EX-017







**REDEVELOPMENT AT ST MARGARET'S CHURCH, FORFAR**

**FEASIBILITY REPORT – DECEMBER 2017**



# Redevelopment of St Margaret's Church, Forfar

---

## Feasibility Report – December 2017

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We have been involved with numerous project / financial appraisals for various alternative development proposals for the Church since 2005.

The fabric of the existing church building is in a poor and decaying state of repair as identified in the various reports and the last quinquennial survey.

The cost identified to repair the building to merely stand still was estimated at £350,000 some considerable time ago. This cost was considered at the time and was well outwith the means of the church. As the church is not listed the facility to obtain funding under schemes such as HLF places of worship or VAT recovery is not possible.

Various scheme proposals for alterations and improvements have been prepared by the Architects and costings undertaken by ourselves.

In the feasibility study in 2015 a comparison of costs was carried out for a possible refurbishment project and alternative demolition and new build alternative on the existing site. The comparison of the total possible development costs updated to the current time is as follows.

• Refurbishment of the existing church building to provide a modern functional building as attached	£1,806,700
• Demolition of existing church building and construction of a new purpose built church building as attached	£1,234,900
• Difference between refurbishment / new build options	£ 571,800

The above costs include VAT applicable on the refurbishment option, professional fees and VAT. Local Authority fees and charges are also included in order to provide total development costs as detailed on the attached.

Following the last feasibility study the refurbishment option was discounted in favour of the new build option for the following reasons.

- The refurbishment cost in excess of £1.80M was deemed to be an unachievable funding target.
- The time taken to raise the funds of this magnitude would be excessive with the current building repairs and maintenance a continuing drain on any funds raised.
- The constraints and size of the existing building to allow a design to meet the needs of a modern church and the community. The new build is more accessible and designed to 2/3rds of the area of the existing.
- The ongoing maintenance of the building and running costs which are currently well in excess of the incomes received. The new build option would be a fraction of the running costs. A new church would be designed with minimal running and maintenance costs in mind which would allow the church to balance the books and continue in operation on the current site.
- A new modern building was seen as an opportunity to source new community and commercial business which would again assist with the income of the church, the balancing of the books and the subsequent continuation of St Margaret's Church on the current site.

# **Redevelopment of St Margaret's Church, Forfar**

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## **Feasibility Report – December 2017**

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Once all the feasibility options were considered and financial appraisals undertaken the new build option was seen as the only possible viable and achievable option for the church to continue operating on the current site.

18 South Tay Street  
Dundee  
11<sup>th</sup> December, 2017



Chartered Quantity Surveyors



**ST MARGARETS CHURCH FORFAR****FEASIBILITY STUDY APRIL 2015 - Updated to December 2017****POSSIBLE FULL REFURBISHMENT PROJECT DEVELOPMENT COST**

Works cost of refurbishment of existing Church building to provide a modern functional building of the same gross internal floor area	1300	£1,170,000
VAT on the works assuming not listed	@ 20%	£234,000
Professional Fees including Architects, Engineers, Quantity Surveyors and CDM Co-ordinator	@ 16.5%	£193,050
VAT on Professional Fees	@ 20%	£38,610
Planning Permission Fees		£5,104
Building Warrant Fees		£4,880
Land Purchase Cost		Nil
Fittings and Furnishings, etc		£35,000
<b>POSSIBLE TOTAL DEVELOPMENT COST</b>		<b>£1,680,644</b>
Inflationary increase since April 15		£126,056
<b>CURRENT POSSIBLE TOTAL DEVELOPMENT COST</b>		<b>£1,806,700</b>

**Notes :**

1. It has been assumed that the refurbished building will be positively rated for VAT purposes as it is not a listed Church building. If listed the VAT applicable would be reduced considerably
2. The cost includes for works to the existing fabric in order to bring the building up to current standards. Running costs would remain at a much higher cost than new build.
3. It has been assumed that services connections can be made locally at reasonable costs and that the drainage capacity is sufficient for the scheme without the addition of major off site works.
4. An allowance has been made in the costings for loose fittings, furniture or equipment.
5. It has been assumed that for this scheme there will be no land cost for the existing site
6. The costs are based on present day tender prices and an addition may be required to project the costs to a proposed tender date.
7. The cost includes for re-use / reconfiguration of the whole building. A lesser cost could be achieved if only part was to be used
8. The cost is based on an assumed building content and specification and should be used with caution to give an indication of the likely cost of a refurbishment project.

**ST MARGARETS CHURCH FORFAR****FEASIBILITY STUDY APRIL 2015 - Updated to December 2017****POSSIBLE NEW BUILD PROJECT DEVELOPMENT COST**

Demolition and clearance of existing St Margarets Church Building		£45,000
Estimated works cost of construction of the new Church Building		£900,000
Professional Fees including Architects, Engineers, Quantity Surveyors and CDM Co-ordinator	@ 14%	£132,300
VAT on Professional Fees	@ 20%	£26,460
Planning Permission and Warrant Fees		£10,000
Land Purchase Cost		Nil
Fittings and Furnishings, etc		£35,000
<b>POSSIBLE TOTAL DEVELOPMENT COST</b>		<b>£1,148,760</b>
Inflationary increase since April 15		£86,140
<b>CURRENT POSSIBLE TOTAL DEVELOPMENT COST</b>		<b>£1,234,900</b>

**Notes :**

1. It has been assumed that the new building will be zero rated for VAT purposes as it is a Church building.
2. As no detail investigations have been undertaken it has been assumed at present that the ground conditions are such that the building may be constructed with normal foundations.
3. It has been assumed that services connections can be made locally at reasonable costs and that the drainage capacity is sufficient for the scheme without the addition of major off site works.
4. An allowance has been made in the costings for loose fittings, furniture or equipment.
5. It has been assumed that for this scheme there will be no land cost for the existing site
6. The costs are based on present day tender prices and an addition may be required to project the costs to a proposed tender date.
7. The budget cost is based on sketch design proposals and an assumed specification and should be used with caution to give an indication of the likely cost of the works rather than as a firm estimate



## **APPENDIX 3**

### **FURTHER LODGED REPRESENTATIONS**

**From:** Helen McLeod  
**Sent:** 04 January 2018 15:55  
**To:** ForsythSL  
**Subject:** Re: Application for Review - St Margaret's Church, Forfar

Dear Ms Forsyth

Thank you for the opportunity to make further representation on this matter.

We wish to re-iterate our support for the application to demolish St Margaret's Church. We do not find it logical that, having confirmed that the CAC application was not required, there should be so much reference in your document to the detriment that demolition would cause to the Conservation Area. In addition, the planning officials seem to have focused solely on those sections of the Planning Policy which suit their argument, while ignoring other pertinent points, such as the importance of having environmentally friendly and sustainable buildings in the future, as well as the positive impact which modern well-designed buildings can have on the streetscape.

The purpose of the Church is not to preserve old buildings, especially those not listed and of no outstanding architectural or historical merit. It is to make known the Christian message and to serve the community. For this it needs an open, welcoming, warm, hospitable base from which to operate. Congregations which struggle to maintain out of date premises find their energy and resources, both human and financial, used up on non-priority issues. Surely it would be better for that energy and those resources to be dedicated to a more positive cause.

Yours sincerely  
Bill and Helen McLeod

Sent from my iPad

On 21 Dec 2017, at 12:25, ForsythSL <[ForsythSL@angus.gov.uk](mailto:ForsythSL@angus.gov.uk)> wrote:

Dear Sir/Madam

**Town and Country Planning (Schemes of Delegation and Local Review Procedure)  
(Scotland) Regulations 2013  
Application for Review – Demolition of Existing Church and Erection of Proposed New  
Build Community Church Facility at St Margaret's Church, 62 West High Street, Forfar -  
Trustees of St Margaret's Church  
Application No 17/00422/FULL - DMRC-13-17**

I refer to the above planning application and your lodged representations to that application.

I write to advise you that the applicant has made an application for a review of the decision taken by the Service Manager (Planning), Communities. This is a process brought in by the above legislation to enable applicants dissatisfied with a decision of the Planning Authority to ask for it to be reviewed. This review will be made by Angus Council's Development Management Review Committee. A copy of the Council's Decision Notice is enclosed for your information.



In accordance with the above Regulations, I am required to ask you if you wish to make any further representations. The Review Committee will be given copies of your original representation. If you do wish to do so, you have 14 days from the date of receipt of this letter to make such representations. These should be sent directly to me.

The applicant will then be sent a copy of these representations and the applicant will be entitled to make comments on them. These comments will also be placed before the Review Committee when it considers the review.

I can also advise that a copy of the Notice of Review and other documents related to the review can be viewed by appointment at this office.

ANGUS COUNCIL  
COMMUNITIES/PLANNING  
COUNTY BUILDINGS  
MARKET STREET  
FORFAR  
DD8 3LG.

03/01/18

**ST MARGARETS CHURCH 62 WEST HIGH STREET FORFAR. (APPEAL)  
PLANNING APPLICATION REF: 17/00422/FULL**

**Additional comments from The Royal Burgh of Forfar and District Community Council**

Members have discussed this application and would like the relevant Committee to consider the following comments in light of the recent refusal and pending appeal.

Despite this building and surrounding areas being designated under Conservation status, members feel the area has already been compromised with buildings such as the former post office, Bank of Scotland, Police Scotland, Ramsay offices and the Strathmore water facility.

The replacement of St Margaret's Church with a faith and community based facility that with sensitive design could provide a suitable frontage using existing stone and new stain glass window feature. The church provides a valuable contribution to the wider community of Forfar and a new 'fit for purpose' and flexible inner space building would allow more community services to be delivered especially to meet future demands. The community space would be open to all and in tandem with any Building Policy would give an assurance to Angus Council of the applicant's long term commitment to Forfar.

What would one more structure have on the impact in the street scape especially when other buildings are left in a poor state of repair and maintenance?

What is the purpose of conservation if there are no funds to retain buildings that are 'not fit for purpose' and beyond heating and maintaining to today's standards?

Members would like Angus Council to reconsider this project for approval re-iterating that any frontage could be designed sympathetically in agreement with any conditions of approval between the authority and the clients.

Yours sincerely,

*E. Feltham*

Eleanor Feltham (Planning member)

E-mail

Telephone

Address: 92 St Ninians Road Padanaram

Secretary: Mr T. O'Brien



Received  
Legal & Democratic Services

05 JAN 2018

Time 10.15 Ints WIK

Sarah Forsyth  
Committee Officer  
Legal & Democratic Services  
Place Directorate  
Angus Council | Angus House  
Orchardbank Business Park  
Forfar  
DD8 1AN  
3<sup>rd</sup> January 2018

Dear Madam,

**Town and Country Planning (Schemes of Delegation and Local Review Procedure)  
(Scotland) Regulations 2013**

**Application for Review – Demolition of Existing Church and Erection of Proposed New  
Build Community Church Facility at St Margaret's Church, 62 West High Street,  
Forfar - Trustees of St Margaret's Church**

**Application No 17/00422/FULL - DMRC-13-17**

I write in connection with the above application and am somewhat surprised at the Council's short sighted view on the proposed demolition of the old decaying church building and the subsequent replacement with a new building which would help to serve the community and regenerate the town centre.

I understand that the council believes the building to have some 'Architectural' value to the townscape. I would however have to ask the question if that was the case why it has it never been listed and why now suddenly of interest. With the uninspiring post office building next door to the east and the 'modern' Bank of Scotland the next building but one to the west I cannot see any importance of this remaining stone built church building from a historical townscape point of view. Surely a modern more function community building would serve the town much better and draw in a younger community which would also help regenerate the surrounding shops and businesses.

As a member of the church I am fully aware of the need to move with the times and provide a more economical solution to meet the needs of the congregation and wider community. We need a much more functional welcoming building which will attract new members and also act to serve the community, clubs and local enterprises every day of the week.

The dark cold old church building is detrimental to attracting new members and community organisations. Without regeneration it will continue to fail due to the lack of funds and the ongoing repair and running costs which are currently in excess of the income received.

There is no doubt in my mind that if the Council refuses to provide permission to demolish and rebuild the result will be eventual closure and a building which will continue to decay on the High Street.

I hope in the review of the Church's application that the Council will see the huge benefits to the town and wider community of the Church's proposals for a new building on the site and provide permission to demolish and build a new modern building and provide a future for St Margaret's church in Forfar.

Yours faithfully,

(30 Manuscript, Forfar, DD8 1HF)

**From:** J CRICHTON  
**Sent:** 03 January 2018 16:24  
**To:** ForsythSL  
**Subject:** planning application

Ref. 1700422/FULL

I would like to repeat my support for the proposed development at St Margaret's Church, Forfar.

Could I suggest that by agreeing to this application it would provide a recognizable and distinguished church building in a row of unexceptional buildings. It would replace a crumbling building with constantly increasing maintenance costs with a valuable 21st century asset which can be used by the whole community in Forfar and around.

John Crichton, 6 Northampton Place, Forfar.



**From:** Katharine Begg McLean  
**Sent:** 03 January 2018 15:56  
**To:** ForsythSL  
**Subject:** ST MARGARET'S CHURCH APPLICATION - your letter Ref SF /21.12.17

Dear Ms Forsyth

Thanks for the above letter in which you invite further representations. I would simply wish to re-iterate my support for the St Margaret's Church scheme.

We are one of the town's larger retailers and located very close to the Church. Clearly we are dependent on West High Street footfall (diminished in recent years due to Post Office closure and Council relocation to Orchardbank) and so any initiative to enhance this footfall is welcome. I believe the proposed scheme would change and increase the variety of visitors to this part of Forfar, which would be good for surrounding businesses.

Secondly, from a purely visual point of view, I believe that a less austere-looking, community-friendly building would help draw residents and visitors to the town centre. Currently, the Church, Library and former Post Office conspire to present a rather dreary, unwelcoming entrance to West High Street shopping and residential areas.

I hope that my views may be taken into account. Any queries please get in touch.

Kind Regards,

Katharine McLean  
Partner  
Andrew Begg & Partners  
40 West High Street, FORFAR DD8 1BA  
T 01307 464040 (office)/

**Subject:** RE: St Margaret's Church (17/00015/REFUSE or 17/00422/FULL)

**From:** Ann Menmuir  
**Sent:** 02 January 2018 22:31  
**To:** PLANNING  
**Subject:** St Margaret's Church

Dear madam,  
ForsythSL

I am replying to your email about the planning refusal of St Margaret's Church.  
I wish to say I support the plans submitted by the church. I can see it will be a benefit to the community and the appearance of the new build will not be detrimental to the area.  
Regards  
Ann Menmuir



**From:** Hunt, Margaret  
**Sent:** 02 January 2018 16:43  
**To:** ForsythSL  
**Subject:** RE: Application for Review - St Margaret's Church, Forfar

Ms Forsyth,

Thank you for your correspondence of 21<sup>st</sup> December regarding the above review and offering the opportunity to make further representation.

I would like to support the appeal against the decision the Planning Department has made regarding the new church centre of St Margaret's Church, West High Street, Forfar. That the decision appears to have been made partly due to conservation area concerns, it seems almost unbelievable that this is the case.

Apart from the obvious fact that our Conservation Area Consent Form [which we had completed fully in good faith, was returned to the architects [apparently not required], and therefore theoretically playing no part in any decisions, the response from Angus Council repeatedly talks about the Conservation Area. Additionally, in various pre-planning meetings over the past 3 years, both Historic Environment Scotland, Angus Council in consultation with ourselves, the architects and the Church of Scotland General Trustees and Angus Presbytery, noted and agreed that the building was in no way listed, that the surrounding buildings on our side of the street were not notable buildings and that actually our building is not even mentioned in the conservation area documentation for Forfar, other than a photo in the appendices of 'significant buildings'.

So your decision is based on a document you returned as unwanted and the policy document that only included the church in the area due to a boundary change in recent years.

Our sanctuary building is unwanted. It is overly large, it is unfinished [with a lopsided frontage] and is dark and imposing from a distance and yet seemingly 'lost' from the street scape due to being set back off the pavement some distance behind a wall, railings and gardens...so much so that I regularly have people tell me they either didn't know it was there OR they never liked it because it looked scary from close up and was cold inside with hard pews.

The idea that our chosen design doesn't fit with the area seems also unwarranted. We have incorporated elements to do just that within the costings we can afford with fundraising and trusts and big grants. We just want to make a positive difference to West Forfar. By being good stewards of the money donated to us our best option is to demolish the front section we have, that isn't accessible, isn't welcoming, isn't warm nor in anyway easily reconfigured or redeveloped and isn't used other than for an hour a week; and reuse stone features and shaping to create a modern, warm, welcoming and disabled accessible building that could be used by people of all faiths and none throughout the week when we aren't using the space to meet as church. We are more than happy to continue to work with members of the council or their officers to work some reused stonework and/or detailing into our design to allay any concerns.

Yours,

Rev Maggie Hunt

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**From:** ForsythSL [mailto:ForsythSL@angus.gov.uk]  
**Sent:** 21 December 2017 12:25  
**Subject:** Application for Review - St Margaret's Church, Forfar  
**Importance:** High

Dear Sir/Madam

**Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013**

**Application for Review – Demolition of Existing Church and Erection of Proposed New Build Community Church Facility at St Margaret's Church, 62 West High Street, Forfar - Trustees of St Margaret's Church**

**Application No 17/00422/FULL - DMRC-13-17**

I refer to the above planning application and your lodged representations to that application.

I write to advise you that the applicant has made an application for a review of the decision taken by the Service Manager (Planning), Communities. This is a process brought in by the above legislation to enable applicants dissatisfied with a decision of the Planning Authority to ask for it to be reviewed. This review will be made by Angus Council's Development Management Review Committee. A copy of the Council's Decision Notice is enclosed for your information.

In accordance with the above Regulations, I am required to ask you if you wish to make any further representations. The Review Committee will be given copies of your original representation. If you do wish to do so, you have 14 days from the date of receipt of this letter to make such representations. These should be sent directly to me.

The applicant will then be sent a copy of these representations and the applicant will be entitled to make comments on them. These comments will also be placed before the Review Committee when it considers the review.

I can also advise that a copy of the Notice of Review and other documents related to the review can be viewed by appointment at this office.



*29 Potters Park Crescent  
FORFAR  
DD8 1HH  
Tel:*

For the attention of Sarah Forsyth  
Committee Officer  
Legal & Democratic Services  
Angus Council

02 January 2018

**Ref. Application No. 17/00422/FULL-DMRC-13-17**

I am replying to your email of the 12 December 2017 and thank you for giving me another opportunity to appeal against the decision the Planning Department has made to reject the plans for a re-build of St Margaret's Church, West High Street, Forfar.

I cannot comprehend why this area of West High Street is classed as a conservation area. I know that the church building is not listed and that the other agencies that have been involved ie Church of Scotland and Heritage Scotland have no objections to a new build. I fail to see how our proposed building would have a detrimental impact on the appearance of the area considering the appearance of the neighbouring buildings on West High Street - deserted Post Office, an unsightly sorting office, the library, Bank of Scotland and the Police station and Strathmore Springs buildings! These buildings must have been considered suitable for this conservation area????

The present church is in desperate need of repair which is very costly and still would not make it suitable for the future needs of the community which is in the plans to make it an open door 7 days a week. I understand that there were 154 letters supporting the rebuild and no objections!

As members of this congregation since 1984 when our family came to live in Forfar we feel very much attached to the church of which we have taken an active role for over 30 years.

I pray that the Appeal Committee will see our plans differently and reconsider the first decision. This building is not just for the members of the church but more to serve the community for many years to come, in a building fit for purpose.

Yours sincerely  
Ian & Joan Ross

**From:** Evelyn McPhee ·  
**Sent:** 01 January 2018 16:21  
**To:** ForsythSL  
**Subject:** Review of planning decision re Demolition of Existing Church and Erection of Proposed New Build Community Church at St Margaret's Church, 62 West High Street.

Dear Sir/Madam

**Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013**

**Application for Review – Demolition of Existing Church and Erection of Proposed New Build Community Church Facility at St Margaret's Church, 62 West High Street, Forfar - Trustees of St Margaret's Church**

**Application No 17/00422/FULL - DMRC-13-17**

I would like stress my continued support for the demolition and redevelopment of St Margaret's Church, Forfar, for the reasons I have already communicated to you.

On reading why the application failed it seems to me that things hinge on the the character and appearance of Forfar Conservation Area. I, and others, question what Forfar Conservation area? St Margaret's Church sits to next to a modern but empty Post Office (Counters) building and a revamped ex-supermarket on one side and two buildings of questionable architecture, the Bank of Scotland and Police Station, next door but one on the other side. Surely applications for these buildings should have been judged lacking if the same criteria as St Margaret's Church's application had been applied namely, significant detrimental impact on the character and appearance of Forfar Conservation Area. The buildings across the West High Street may be superior however are in no way of the same standard of those in the Little Causeway.

I also take issue that the proposed building will not be of the same quality. St Margaret's Church is a tired old building that is falling down around it's members ears. Yes, it could be repaired but at a prohibitive cost and it would still be unsuited for modern worship and / or community use. Surely it is more cost effective to replace the building with a purpose built centre which will enhance the area. It is not proposed to replace St Margaret's with another eyesore which will itself need to be replaced in a few decades. St Margaret's Church plans to build a thriving centre which will be a boon to Forfar for many, many future years.

Your faithfully  
Evelyn A McPhee

## **ForsythSL**

---

**From:** Morag Caithness  
**Sent:** 01 January 2018 15:07  
**To:** ForsythSL  
**Subject:** Application St Margaret's Church, Forfar. Ref 17/00422/FULL

Dear Sir/Madam

As a reasonably new resident of Forfar, I find that At Margaret's church is an eyesore which would serve the people of Forfar better if it was knocked down and replaced with a multi-purpose building that would not be out of place with the modern buildings around it.

Yours Faithfully

Moray Caithness

Get [Outlook for Android](#)



03 JAN 2018

For the attention of  
Sarah Forsyth

Time 10.20 Ints ML

Future SANCTUARY

1<sup>st</sup> January 2018

FLORA F THOMSON

43 Kemsley Place  
Forfar  
DD8 1HD

I agree with the kirk session that we should demolish the existing building and build a new one that would be of benefit for the community. When we enter the existing building by the side door we have to climb a flight of stairs before entering the sanctuary / vestry and hall. there is a kitchen which is far too small, the session room is on same landing which you pass through to the toilets not suitable if a meeting is being held. Next you go down a flight of stairs to another hall, office, classroom and a toilet on the same floor as well as the boiler room.

To change a light bulb is a three man job, two of you climb the stairs at the front of the church on to the roof climb through a skylight into the main roof go along a catwalk to lower the light fitting to a person on the church floor who puts in the new bulbs then the fitting is pulled up, this happens for two fittings.

A cherry picker has to be hired twice a year owing to the height of the building to clean out the valley gutter boxes which is costly, also glass continually fall out of the windows.

P.S. To costly to repair stonework on front  
of Building

Yours faithfully

Received  
Legal & Democratic Services

For the attention of  
Sarah Forsyth

03 JAN 2018

*The 1020 Ints AM4*

Future SANCTUARY

1<sup>st</sup> January 2018

ALEXANDER THOMSON,  
43 Kemsley Place  
Forfar  
DD8 1HD

I agree with the kirk session that we should demolish the existing building and build a new one that would be of benefit for the community. When we enter the existing building by the side door we have to climb a flight of stairs before entering the sanctuary / vestry and hall. there is a kitchen which is far to small, the session room is on same landing which you pass through to the toilets not suitable if a meeting is being held. Next you go down a flight of stairs to another hall, office, classroom and a toilet on the same floor as well as the boiler room.

To change a light bulb is a three man job, two of you climb the stairs at the front of the church on to the roof climb through a skylight into the main roof go along a catwalk to lower the light fitting to a person on the church floor who puts in the new bulbs then the fitting is pulled up, this happens for two fittings.

A cherry picker has to be hired twice a year owing to the height of the building to clean out the valley gutter boxes which is costly, also glass continually fall out of the windows.

*P.S To costly to repaint stone work on front of Building*

Yours faithfully

31st December 2017

Dear Madam,  
Application No 17/00422/FULL - DMRC - 13-17

I am writing in response to your letter of 21st December.

I would again like to state my enthusiasm for this project.

To have an easily accessible building would be truly wonderful. You can have no idea of how difficult it is on a dark icy night for those who have mobility problems to access our current building. Even in daytime it can be a problem.

To have access at street level would help so many to join us for worship and our many other activities.

To have a vision for a building fit for worshipping and serving the Lord in the 21st century is surely a wonderful thing. My plea is that it will be allowed to proceed.

Yours faithfully

6 Northampton Place  
FORFAR DDS 15H.



**From:** Colin and Rhona Sinclair  
**Sent:** 30 December 2017 15:20  
**To:** ForsythSL  
**Subject:** Re: Application for Review - St Margaret's Church, Forfar

Dear Sir / Madam In reply to your e-mail I continue to support the application to demolish the existing building and to build a new modern church which will enhance the site and will support the people of Forfar in their continued work in the community, the new building would be used by many organisations. At present it no longer looks inviting and the problems with the fast numbers of seagulls on the roof has become a big issue. We have within the conservation area a modern Police Station also the Bank of Scotland and Ramsay Ladders I would urge you to consider these points when the committee make their decision. yours faithfully Rhona Sinclair.

Sent from Outlook

---

**From:** ForsythSL <ForsythSL@angus.gov.uk>  
**Sent:** 21 December 2017 12:25  
**Subject:** Application for Review - St Margaret's Church, Forfar

Dear Sir/Madam

**Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013**  
**Application for Review – Demolition of Existing Church and Erection of Proposed New Build Community Church Facility at St Margaret's Church, 62 West High Street, Forfar - Trustees of St Margaret's Church**  
**Application No 17/00422/FULL - DMRC-13-17**

I refer to the above planning application and your lodged representations to that application.

I write to advise you that the applicant has made an application for a review of the decision taken by the Service Manager (Planning), Communities. This is a process brought in by the above legislation to enable applicants dissatisfied with a decision of the Planning Authority to ask for it to be reviewed. This review will be made by Angus Council's Development Management Review Committee. A copy of the Council's Decision Notice is enclosed for your information.

In accordance with the above Regulations, I am required to ask you if you wish to make any further representations. The Review Committee will be given copies of your original representation. If you do wish to do so, you have 14 days from the date of receipt of this letter to make such representations. These should be sent directly to me.

The applicant will then be sent a copy of these representations and the applicant will be entitled to make comments on them. These comments will also be placed before the Review Committee when it considers the review.

I can also advise that a copy of the Notice of Review and other documents related to the review can be viewed by appointment at this office.

15, Westfield Drive,  
Forfar, DD81EQ.  
30.12.17.

**Ref: Application No 17/00422/FULLDMRC-13-17**  
**Demolition & Erection of New Build – St Margaret's Church Forfar.**

**For the attention of the Review Panel**

Dear Sirs,

I write in reply to your initial refusal of the planning application to demolish St Margaret's church Forfar and rebuild on the site a Community Church Facility.

As a long standing member of the congregation of St Margaret's, I have been heavily involved in the decision that we have arrived at after years of consultation and planning.

I attended the meeting when representatives of Heritage Scotland, Council Planning Dept., General Trustees of the Church of Scotland, Angus Presbytery & our Project Management Team met to discuss what our vision for the future was.

It was clear from the report from that meeting that Heritage Scotland after asking various questions had no objections to the demolition as St Margaret's building was of no significance to them and did not want to be further involved.

It was also clear that other than in a conservation area, our building was of no interest to the Planning Department as our building is not listed and is not deemed historic enough to be listed.

As a church we have to look to the future and how we can best serve our members and the wider Community **as that as a church is what we are charged to do in service to God.** We are also required to be good stewards of the monies we receive from our members and the community and to make the best use of it, which is why we have reached the decision we have with the proposed demolition & new build.

It makes sense to us to erect a modern building that would be more economical to run, disabled friendly, allow us to run more events for those in our community to learn skills such as basic cooking, exercise classes, talks for the elderly on safety, security but to name a few. But the biggest reason of all is to be able to **have a building that is accessible to all whatever their needs are as we are required to do as church.**

The alternative is to continue to throw good money after bad to keep propping up a building that is badly needing money spent on larger repairs which if done will only leave us exactly as we are **"a building which is used 1 hour on a Sunday"** and is draining our funds just to keep it going.

In summing up I make no excuses for my passion for this project & would implore you to think to the future and imagine a modern building (as per the plans) that would fit beautifully into the existing site and help revitalise the area for the community & encourage them to attend/use the classes/facilities that would go on within its walls, versus a building which is no longer fit for purpose and may result in time in the very real possibility of having to be boarded up when we have to walk away. Also please remember that **153** people wrote in to support this and not one single objection was received.

Thanking you for taking the time to read this, I am

Yours sincerely,

**Maureen Fenton**

Session Clerk  
St Margaret's



Chief Executive's

03 JAN 2018

Received

5, Park Grove,  
Brechin, Angus.

DJ9 TAJ.

27/12/17.

Dear Sir,

Thank you for your letter regarding  
application No 17/00422/Fuel - DMRC-17-17  
St Margaret's Church.

My mother Peggy Curne & myself  
support the review & wish the application  
to go ahead for the reasons we  
submitted in the earlier application.

This is not only for the members of  
St Margaret's but for the use of the  
whole of Forfar & area - a centre  
for the future.

Yours faithfully

## **APPENDIX 4**

### **APPLICANT'S RESPONSE TO FURTHER REPRESENTATIONS**

## **ForsythSL**

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**From:** Mark Myles <mm@mbmplanning.co.uk>  
**Sent:** 19 January 2018 12:34  
**To:** ForsythSL  
**Subject:** Application No 17/00422/FULL - DMRC -13-17

Dear Sarah

**Application for Review - Demolition of existing church and erection of proposed new build community facility at St Margaret's Church, 62 West High Street, Forfar**

Thank you for your letter of 16<sup>th</sup> January 2017 enclosing copies of the further representations received from interested parties in response to the above Notice of Review.

We note that there are a further 14 individual letters of support, 1 letter of support from a local business (Andrew Begg & Partners) and also a further letter of support from The Royal Burgh of Forfar & District Community Council.

We also wish to acknowledge the specific comments and feedback all of which reiterate the many points raised within our grounds of appeal statement and supporting documents.

It is evident that unanimous support exists for the proposed development within the wider community.

I look forward to hearing from you in relation to the scheduled date for the LRB meeting in due course.

Many thanks

Kind regards

Mark Myles  
MBM Planning & Development  
Algo Business Centre  
Glennearn Road  
PERTH  
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