

PLAISTOW AND IFOLD PARISH: NEIGHBOURHOOD PLAN - CONSULTATION STATEMENT TABLE

Since 2012, work has been undertaken by an evolving group of residents in a Steering Group under the auspices of Plaistow and Ifold Parish Council. The community engagement includes Public Consultations, surveys, public meetings and events. The policies contained in the Neighbourhood Plan are as a result of considerable interaction and consultation with the community.

In addition to specific consultation events, at each meeting of the full Parish Council a Neighbourhood Plan update has been presented with questions and comments invited from members of the public attending. The meeting minutes are publicly available on the Parish Council website or from the Clerk. In addition, steering group meetings are minuted and available on the dedicated Neighbourhood Plan website, linked from the Parish Council website. In this way any member of the public or parishioner has been able to access information. The Neighbourhood Plan website has been advertised at all events and allows information to be accessed by a range of people; parishioners, land owners, statutory bodies and consultees. Parish Council Noticeboards in each of the four settlements have also been used to publicize meetings, progress and consultations.

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
30 Apr 2012	Questionnaire to households, produced by Action in Rural Sussex for Parish Council: Village Design and Housing Needs Survey Report. Aim to gather residents' views on development and housing and a statement on specific character of the locality. This information to be incorporated in a Village Design Statement.	Mailed to all 792 households in the Parish.	792 questionnaires were mailed and a total of 269 survey forms were returned. This gave a response rate of 33.96%	Result published Sep 2012. The information gathered and residents' responses are also relevant to the Neighbourhood Plan process, which commenced in Jul 2012. Questionnaire responses established; 1. High elderly population, living here more than 15years in their own homes. 2. Transport by private car 3. Main leisure activity is walking or joining club or society. 4. 16-40 houses may be needed in the next 10years with between 1-16 affordable homes, opinion. Affordable homes should be integrated with market housing and should be for local people in the parish. 5. Building style and extensions should match existing. 6. Use land in existing hamlets for housing 7. Good thing about the Parish is countryside and peacefulness. Bad thing, poor public transport, poor roads, traffic and over development.	Policy EH2. Policy EH3. Para 6.1 & PolicyH1. Policy H3. Policy H4. Policy T1. AIM T1 to T5.
22 May 2012	Public meeting for residents of Plaistow, Durfold wood and Shillinglee only to present an overview of Neighbourhood Planning	Hand delivered leaflet 300 households in Plaistow Durfold Wood and Shillinglee.	50 residents attended Winterton Hall. Information presented by Plaistow Village Trust. Decisions reached by show of hands.	Agreed to set up a Plaistow focus steering group representing the community in this area And agreed a further meeting date 20 Jun to discuss agreed topics.	

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
20 Jun 2012	Public meeting for residents of Plaistow, Durfold wood and Shillinglee with presentation, slide show and to discuss:- <i>i) Local Green Space.</i> <i>ii) A Competitive Rural Economy and Healthy Community.</i> <i>iii) Conserving and Enhancing the Natural Environment.</i> <i>iv) Conserving and Enhancing the Historic Environment:</i>	From meeting on 22 May and briefing document delivered to each household.	79 residents attended Winterton Hall. Information presented by focus group members. Decisions reached by show of hands.	<i>i) Local Green spaces identified on a map.</i> <i>ii) deferred</i> <i>iii) The SSSI, SNC areas, Ancient Woodlands, footpaths, bridleways and cycle tracks reviewed and agreed these facilities are valued and should be protected.</i> <i>iv) listed buildings reviewed and agreed protection is necessary both within the centre of the villages and in the surrounding countryside.</i> And further meeting 18 July 2012 to discuss agreed topics. See 26 September 2012 outcome.	
18 Jul 2012	Public meeting for residents of Plaistow, Durfold wood and Shillinglee with presentation, slide show and to discuss:- <i>i) Conservation area</i> <i>ii) Brownfield sites</i> <i>iii) Inappropriate Development in the Villages</i> <i>iv) Affordable Housing and Rural Exception sites</i>	From meeting on 20 Jun and briefing document delivered to each household.	Residents attended Winterton Hall. Information presented by focus group members. Decisions reached by show of hands.	Agreed conservation area should be extended Brownfield sites to be identified Inappropriate development in gardens resisted Limited residential development preference for rural exception sites to control housing for local residents in perpetuity. See 26 September 2012 outcome.	

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
26 Sep 2012	Public meeting for residents of Plaistow, Durfold wood and Shillinglee to discuss:-	From meeting on 18 Jul and briefing document delivered to each household.	Residents attended Winterton Hall. Information presented by focus group members. Decisions reached by show of hands.	<p>Resulted in 10 policy proposals detailed in document 'Neighbourhood Plan Policies' for Plaistow, Shillinglee and Durfold Wood.</p> <ul style="list-style-type: none"> • Policy proposal 1: Parish is remote, quiet and tranquil and this should be protected. • Policy proposal 2: Parish has tracts of Ancient Woodland, hedges, SSSI, SNC and part in SDNP, forming important environment and biodiversity, with links through the parish, should be protected. • Policy proposal 3: support historic environment and prevent harm to Grade II Listed properties and gardens. • Policy proposal 4: Protect natural environment for its recreational and amenity value, including the footpaths, bridleways, cycle routes, tow paths both for local people and visitors to the Parish. • Policy proposal 5: support traditional farming, protects historical land use/environment. No scope for intensive farming practices. • Policy proposal 6: support re-use of brownfield sites and dis-used buildings in the countryside. • Policy proposal 7: designate countryside. • Policy proposal 8: protect conservation area and identified local green spaces. • Policy proposal 9: Supports the promotion and retention of the local village facilities in Plaistow, the local shop, the public house, the village hall, sports facilities, the church and the school. • Policy proposal 10: Supports limited sustainable development in Plaistow of Rural Exception Sites of appropriate size, density, design and location, adjoining the Village for needs of local young and elderly people to continue to live in the Parish in Affordable Housing. 	<p>Policy EH2. Policy EH3. Policy EH5. Policy EH6. Policy EH1. AIM T1 to T5. Policy H4. Policy EE4. PolicyEH4. Policy EE3. Policy H3. Policy H4. PolicyH1.</p>
06 Nov 2012	Note: Neighbourhood Plan area designated by CDC.				

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
12 Dec 2012	Public meeting for residents of Ifold in Kelsey Hall to present an overview of Neighbourhood Planning and invite questions and answers and ask for residents to form an Ifold focus group	By invitation mailed to Ifold households.	Approx. 50 residents attended Kelsey Hall. Information presented by Chair of Plaistow & Ifold Parish Council and Mark Raeside, QC– Chair, Plaistow Village Trust.	Residents interested in forming an Ifold focus steering group were invited to come forward and to organise themselves with a view to consulting with Ifold residents on the Neighbourhood Plan.	
14 Mar 2013	Note: Neighbourhood Plan area designated by SDNPA.				
Mar 2013	Conservation Area Appraisal Consultation run by CDC.	By CDC through their website.	Local and District residents	Comments collated from residents and responses given. Conservation Area extended, primarily north of Plaistow. Final Conservation Appraisal document useful for Neighbourhood Plan, to understand context of Plaistow village, particularly in relation to residential development in the village.	Policy H1.
11 & 12 May 2013	Two-day Weekend exhibition and consultation in Kelsey Hall, Ifold. The purpose to consider our community of Ifold: PAST, PRESENT AND FUTURE to establish what we appreciate about our community and what we want to preserve, change or develop in the context of a Neighbourhood Plan. Businesses and organisations, clubs and playschool invited and asked to present information. Material displayed residents asked to participate with post- it comments. Refreshments served throughout the day.	475 households in Ifold and immediate surrounding countryside invited by post (CDC supplied addresses), plus roadside advertising, Parish Council noticeboards in all four settlements and public notice boards. Direct invitation to organisations and businesses.	246 residents attended from children to older adults. Ifold History Society presented information. Playschool presented childrens’ work. Businesses present their details. Clubs presented information about their group. Focus group presented information on development, infrastructure and the environment. All on display boards to be read at own pace and comments invited.	303 post-it comments were made, many of which contained several comments on a number of different or linked issues. All post -it comments collected and collated into themed responses for analysis by Ifold Focus Group. Main areas of response:- 1. keep the SPA boundary as it is, due to lack infrastructure, to preserve the character of the village and not encroach on the countryside. 2. Appreciated the village/country feel and the environment and did not want the density of housing to increase further for this reason. 3. Lack of infrastructure and in particular foul and surface water drainage problems 4. House types and style to meet housing need and preserve the character of the area; comments specifically in favour of housing for the elderly. A few comments on affordable housing and the majority of the comments considered Ifold to be unsuitable for such housing primarily due to lack of facilities/public transport. 5. Concern over speed of traffic both on the main road and the Estate roads 6 Comments in favour of improved public footpaths and in particular to connect the villages.	Para. 6.10 Policy H2. Policy H2. Policy EH2. Policy EH3. Policy Ci1. AIM Ci1 to Ci3. Policy H2. Policy H3. Policy H4. Para. 6.1 & PolicyH1. Policy T1. AIM T1 to T5. Policy H4. Policy Ci2. Policy EE1.

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
				7. For business and home use Broadband and the lack of speed is a particular issue. 8. Requesting provision of a children's playground in Ifold.	
Dec 2013- May2014	3 workshops run by Glasshouse planning consultants, for 20 Steering Group members and parish councillors to discuss working issues, establish a vision for the whole Parish, mapping work for the whole Parish.	E-mail invitation to members.	Steering Group members and parish councillors.	Glasshouse report, Vision statement, analysis of Parish wide issues and mapping exercise and need for VDS. Basis for working together, gathering information and drafting plan.	Section 2. Production of a Village Design Statement separate to the Neighbourhood Plan.
30 Jan and 7 Feb 2016	Public Consultation over two days and two weekends, one in Winterton Hall in Plaistow, the other in Kelsey Hall in Ifold Purpose to inform residents of sites and site analysis, call for sites, to identify local green spaces/ environmental assets in the parish, present information on VDS. Consultation was coupled with issue of Questionnaire to gather responses.	Roadside advertising, Parish Council noticeboards in all four settlements, local press and issue of questionnaire.	Parish-wide.	Completed questionnaire and also post-it note 'comments' at the event.	6. Housing Policies H1, H2, H3 and H4. Policies EE1 and EE2. Policy Ci2. Policy EH4.
30 Jan -7 Mar 2016	Questionnaire: <i>Household Survey and Housing Needs Assessment</i> prepared by independent survey manager Chris Broughton Associates. Aim to add to the evidence base needed to underpin the Plaistow and Ifold Parish -Neighbourhood Plan. Provide a profile of the parish, a report of consultation with residents and an estimate of the housing needs and requirements of households resident in the parish.	803 mailed to Households in Parish. Advertised on Parish Council and dedicated NP websites.	Whole parish residents. 292 responses were received. Of these 268 were complete.	Detailed statistical response to form evidence base for draft NP. Established Parish data. Housing need for smaller units 1-3 bed and units for first time buyers, affordable housing and units suitable for elderly. Need for VDS for Ifold, to keep settlement boundary, not accept more houses than parish allocation for improved facilities for Ifold. Identified other sites Confirmed level of home working, need to improve broadband. Lack of business units.	6. Housing Policies H1, H2, H3 and H4. Policies EE1 and EE2. Policy Ci2. Policy EH4.

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
26 May 2016	Parish Council Meeting: appointment of planning consultants Colin Smith Planning (MRTPI). Report on proposed site allocation Following public consultation and evaluation.	Public meeting advertised on Parish Council noticeboards in all four settlements and Parish Council and dedicated NP websites.	Parish Councillors, NP Steering group and 22 members of the public.	Information given. Views of residents noted. Agree proposed site allocation Land adjacent to Todhurst Plaistow and Brownfield site at Little Springfield Farm Colin Smith planning appointed to draft plan.	
2 Jul 2016	Pop up stand at School fete to make contact with a different group in the Parish. Exhibition on proposed Local Green spaces and housing development sites and additional sites which have come forward since last exhibition.	Through the school and Parish Council noticeboards in all four settlements.	Parents of children and those attending the Fete. Leaflets handed out to attendees advertising the neighbourhood plan and website.	Information transmission to residents of decision making process and Local Green Spaces proposed. Advertised access to website.	Policy EH4.
19 Jul 2016	Parish Council Meeting.	Public meeting advertised on Parish Council noticeboards in all four settlements and website.	Parish councillors, NP Steering group members of the public.	Local Green spaces approved for inclusion in draft Neighbourhood plan	Policy EH4.
6 and 8 Sep 2016	4 x one hour sessions to present information and take questions and invite written comment. The aim was to review the possible sites identified for housing development. Introduce new sites that have come forward since the last Public Consultation and the Call for Sites. Report on the specialist planning advice received; introduce Local Green Spaces proposed for designation; obtain comments from the attendees via the provided comment form.	Website, Parish Council noticeboards in all four settlements, roadside adverts, social media - Plaistow village Facebook page and The Parish News magazine.	136 parish residents and land owners.	Written comments received; and response analysed and reported to public parish council meeting 13 September. Proposed housing site endorsed. Outcome detailed on NP website.	Policy H1.

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
13 Sep 2016	Parish Council Meeting	Public meeting advertised on Parish Council noticeboards in all four settlements and Parish Council and dedicated NP websites.	Parish Councillors, NP Steering Group, 8 members of the public	To receive Report from Steering Group, outcome of 6 and 8 Sep consultation and to make a resolution.	
28 Sep 2016	Parish Council Meeting	Public meeting advertised on Parish Council noticeboards in all four settlements and Parish Council and dedicated NP websites.	Parish Councillors, NP Steering Group, 37 members of the public.	Members of the public asked questions about site allocation. After full consideration, it was unanimously agreed that the Pre-Submission Draft Neighbourhood Plan and Site Map for the Land Behind the Dairy, Plaistow, as circulated, be approved for submission to CDC to carry out a Screening process to consult the Environment Agency, Historic England and Natural England as statutory consultees.	
Nov 2016	Parish Council meeting and 'Questions and Answer' leaflet produced by Steering group.	Parish Council meeting and website.	Available on the website for all residents.	To circulate information to residents on questions which are regularly being presented at PC meetings.	
8 Sep - 21 Oct 2017	6-Week Regulation 14 Consultation on Pre-Submission Neighbourhood Plan.	Roadside banners, The Parish News magazine, Parish Council noticeboards in all four settlements, website, social media - Plaistow village Facebook page, printed copies of The Plan and adverts placed in Plaistow Stores, The Sun Inn, Holy Trinity Church, Winterton Hall, Kelsey Hall, Foxbridge Golf Course clubhouse and, Plaistow and Kirdford Primary School.	All Parish residents, landowners, and Statutory consultees (details supplied by CDC)		

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
16 & 17 Sep 2017	Display at Kelsey Hall, Ifold (16 Sep) and Winterton Hall, Plaistow (17 Sep) supporting Pre-submission consultation	Roadside banners, The Parish News magazine, notice boards, website, social media - Plaistow village Facebook page, printed copies of The Plan and adverts placed in Plaistow Stores, The Sun Inn, Holy Trinity Church, Winterton Hall, Kelsey Hall, Foxbridge Golf Course clubhouse and, Plaistow and Kirdford Primary School.	All Parish residents, landowners. 90number attended.	Encouraged residents to complete comments and submit by closing date 20Oct 2017. This was extended into 21 Oct 2017 due to half an hour before the deadline the server reached capacity. 358 comments were made by the General Public and responded to with tracked amendments to Draft Neighbourhood Plan. Comments and responses published on NP website. Amended Plan document also posted on NP website.	
Jan 2018	Updated Questions and Answer leaflet, post-Regulation 14. Posted on NP Website and available at Parish Council meeting Feb 2018.	Website, Parish Council meeting.	All Parish Residents.	Improved understanding of process, planning policy, site selection.	
April 2018	A Health Check was awarded to the Parish Council by Locality and was undertaken by Catherine Loveday BSc (Hons) MSc MRTPI (Intelligent Plans and Examinations (http://www.intelligentplans.co.uk/jpe-team?id=135348))	Website		As a consequence of the Health Check a) Level of consultation – Intelligent Plans were satisfied that the level of consultation that had taken place with the general public was appropriate. b) As a result of comments, some minor amendments have been made, which are summarised in a separate table. c) Intelligent Plans raised issue regarding the site allocation in Policy H1 and the relationship with the CDC Site Allocations DPD, which is still to be resolved. The Parish Council maintains that the site proposed in the Neighbourhood Plan is still the most sustainable and is therefore retained in the Plan, with minor amendments summarised in a separate table of amendments. d) Amendments were advised regarding conformity references, which have been made	
19 June 2018	Parish Council Meeting	Notice boards and Website Agenda	All Parish Residents	Resolution to make Regulation 15 re-submission to CDC	

Date	Consultation Approach	How Publicised	Who was Engaged	Outcome	Draft NP Policy or Para. Ref.
11 September 2018	Parish Council Meeting	Notice boards and Website Agenda NP website	All Parish Residents	Confirm Regulation 15 submission of plan on 31st August 2018. Documents available to view on NP website.	
12 February 2019	Parish Council Meeting	Notice boards and Website Agenda	All Parish Residents	Update Report on delay to reaching Regulation 16	
12 March 2019	Parish Council Meeting	Notice boards and Website Agenda	All Parish Residents	Update Report on need to amend NP introduction and retain Policy H1	
16 April, 23 April and 14 May 2019	Annual Parish Assembly Parish Council Meeting Annual Parish Council Meeting	Notice boards and Website Agenda And report on NP website	All Parish Residents	Update Report on need to amend NP introduction and retain Policy H1	
5 June 2019	Parish Council Meeting	Notice boards and Website Agenda	All Parish Residents	Report and Resolution to approve amendment Introduction wording to NP and retain Policy H1	