

Wenhaston with Mells Hamlet Parish Council

Neighbourhood Development Plan



Consultation Statement

March 2017

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Document Revision History		
Version	Changes	Date
Draft V1	Review	14 March 2017
Draft V2	Typographical errors corrected	16 March 2017
Issue 1	Document raised to Issue 1	17 March 2017

1. Introduction

1.1 This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012. Section 15(2). Part 5 of the Regulations sets out what a Consultation Statement should contain which is:

- details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
- explains how they were consulted;
- summarises the main issues and concerns raised by the persons consulted;
- describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan

1.2 Along with other supporting documents, this statement aims to show the quality and effectiveness of the consultation that has informed the plan proposals

1.3 The Neighbourhood Plan has undergone five rounds of community, interested body and statutory consultation as follows

Date	Name	Public	Community Groups	Young People	Business	Interested parties	Statutory Bodies
Feb-March 2015	Designation by SCDC	✓				✓	✓
May-June 2015	Issues and Concerns by questionnaire survey	✓	✓	✓	✓	✓	
Oct 2015	Issues and Concerns Results Feedback by public exhibition	✓	✓	✓			
May 2016	Young Person by face to face survey			✓			
Oct-Nov 2016	Pre- Submission by questionnaire survey and public exhibition	✓	✓	✓	✓	✓	✓

For the purposes of these consultations the following definitions apply.

- **Public.**
All people of all ages living or having an interest in the parish.
- **Community Groups.**
The eight community groups with large memberships and who meet regularly.
- **Young People.**
People aged 18 or under who live within the parish.

- Business.
All Businesses that operate or have an interest in the parish.
- Interested Parties.
Largely Public and Local Government bodies.
- Statutory Bodies.
Natural England, Historic England, the Environment Agency, Suffolk Coastal and Heath AONB, Anglian Water.

1.4 The Steering Group consists of two Parish Councillors and five village representatives and meets on an ad-hoc basis at the village hall. Copies of all agendas and minutes of meetings are available on the village web site and the public were welcome to attend. Additionally, Neighbourhood Planning was a monthly standing item on the Parish Council agenda and feedback was regularly reported in the village newsletter.

1.5 Notifications of consultations were published on the village website, by email, in the village newsletter, by hand to remote areas and by posters around the parish.

1.6 The aims of the Neighbourhood Plan consultation process were:

- To involve as much of the community as possible at all stages of the Plan development to ensure that the Plan was informed by the views of local people and other stakeholders.
- To ensure that consultation events took place at critical points in the process where decisions needed to be taken;
- To use a wide a range of approaches and methods of communication and consultation.
- To ensure that results of consultation were fed back to local people on the web site and via the village newsletter.

2. Designation.

2.1 Suffolk Coastal District Council (the Planning Authority for the Parish) undertook the process of designation, inviting comments from the public, interested parties and statutory bodies between 11th Feb 2015 and 25th March 2015. After a small amount of positive feedback designation was approved on 2nd April 2015.

3. Issues and Concerns Questionnaire Survey.

3.1 The purpose of this consultation was to establish the perceived nature and character of the parish and to gather information for the construction of Aims and Objectives for the Neighbourhood Plan.

3.2 The time frame for this consultation is as set out below:

Date	Activity.
April 2015	Develop and print a questionnaire to probe many areas of parish life. One questionnaire to be delivered to every household in the parish
April 2015	Develop and print consultation letters for community groups, business and interested parties.
May 1 st – 8 th 2015	Divide parish into 22 delivery areas and brief couriers on their role for delivering questionnaires
May 8 th – 15 th 2015	Deliver or email business and interested party survey letters.
May 20 th – 28 th 2015	Couriers deliver questionnaires.
May 30 th – June 13 th 2015	Questionnaire period. This was extended to June 30 th in some cases.
June 13 th - June 30 th 2015	Questionnaires returned to courier, village hall post office or village hall drop box.
July 1 st - Aug 27 th 2015	Analyse results sub-question by sub-question.
August 28 th 2015	Verification of results and conclusions to be drawn with independent observer.

3.3 The survey feedback was as follows:

- Public.
430 questionnaires delivered, 195 returned.
- Interested Parties.
17 letters delivered, 11 responses
- Business.
41 letters delivered, 8 responses
- Large Community Groups.
8 letters delivered, 6 responses.

3.4 Results. In broad terms the key issues of great importance found from the survey were as follows:

- Scenic beauty, peace and tranquillity and the safe environment of the parish
- Protecting wildlife and biodiversity.
- New housing should be limited in size and quantity
- There is a need for housing for first time buyers and the ageing population.
- Infrastructure of all kinds needs improving
- Facilities, including sport and play, need improving

A full analysis of the results is available on line at <http://wenhaston.onesuffolk.net/wenhaston-with-mells-neighbourhood-plan/neighbourhood-development-plan-documents/neighbourhood-development-plan-process-documents/>

3.5 The data received was interpreted and verified with the help of an independent observer. The results were then used to formulate a Vision Statement and Objectives to take back to the parish for approval.

4. Issues and Concerns Feedback Exhibition

4.1 The purpose of this exhibition was to verify that the Aims and Objectives devised by the Steering Group truly reflected the wishes of the parish

4.2 The time frame for this consultation is as set out below:

Date	Activity.
September 2015	Exhibition and consultation day advertised in the village newsletter, on the village web site, by display posters and by hand delivery to remote locations. Free coffee and cakes for attendees. Local business sent email alert.
October 24 th 2015	Exhibition and consultation day. Feedback of all the results of the questionnaire survey were available to view along with Aims and Objective statements. The steering group were on hand to answer questions etc. Feedback about results was via a drop box at the exhibition. Paper copies of results were available for short term loan
Oct -Nov 2015	Results and feedback analysed.

4.3 Over 100 people attended the event with a good deal of verbal and written feedback.

4.4 The analysis of the questionnaire survey and the Aims and Objective statements received overwhelming approval, indicating that the Steering Group were in a position to carry on with drawing up a Neighbourhood Plan. A full analysis of this process is available on line at

<http://wenhaston.onesuffolk.net/wenhaston-with-mells-neighbourhood-plan/neighbourhood-development-plan-documents/neighbourhood-development-plan-process-documents/>

5. Young Person Survey.

5.1 It was identified that in our survey work to date, young people were under represented. To gain a fuller picture, under 18's were asked to fill in a short questionnaire about their views and this took place at the youth club and the school bus stop between 1st and 18th May 2016.

5.2 There were 23 responses out of the 55 that we believe to be the population of 8 to 18 year olds in the parish. The results very much confirmed those gathered from the full questionnaire survey.

6. Pre- Submission Survey and Public Exhibition

6.1 The purpose of this consultation was to display the pre-submission Plan and to establish that it truly reflected the views and needs of the parish. Furthermore, it was to properly consult with interested parties and statutory bodies so that an overall picture of the quality and suitability of the Plan was gained, from which necessary amendments could be made.

6.2 The time frame for this consultation is as set out below:

Date	Activity.
August 2016	Develop and print a questionnaire to test approval for the policies and strategies in the draft plan
Sept 2016	Advertise consultation on web and in village newsletter.
Sept 23 rd – Sept 30 th 2016	Deliver questionnaire to every household in the parish. Post or email letters to interested parties, business and large community groups. Send or email letter and paper copy of draft plan to statutory bodies and Local Government Officers.
Sept 23 rd 2016	Email business and interested party survey letters.
Oct 1 st – Nov 12 th 2016	Public exhibition at the village hall. Paper copies of plan available to view at three locations in parish and available for short term loan.
Oct 8 th 2016	Consultation day at the village hall. The steering group were on hand to answer questions etc. Additional feedback opportunity about results was via a drop box at the exhibition.
Nov 2016 – Feb 2017	Analyse results and modify plan where necessary
Jan 2017 – Feb 2017	Suffolk Coastal District Council (the Planning Authority) given further opportunity to comment on up-dated plan.

6.3 The survey feedback was as follows:

- Public.
430 questionnaires delivered, 53 returned.
- Interested Parties/statutory bodies.
17 letters delivered, 14 responses
- Business.
41 letters delivered, 1 response

6.4 Results.

The results from the public consultation showed a very high approval rating for the Draft Plan, mostly in the 90% + region. A full analysis of the results is available on line at

<http://wenhaston.onesuffolk.net/wenhaston-with-mells-neighbourhood-plan/neighbourhood-development-plan-documents/neighbourhood-development-plan-process-documents/>

Suffolk County Council and Suffolk Coastal District Council (over two viewings) offered a considerable amount of comments as follows.

Suffolk County Council

Offered generic advice from some departments and ways of rewording to strengthen the Plan. They also provided additional maps and material for inclusion.

Suffolk Coastal District Council

Firstly, suggested restructuring and re-formatting the Plan to have fewer, but larger policies. Also, suggested making a clear distinction between land use policies and community aspiration strategies by separating them into different sections of the plan.

Secondly. Mostly grammar, re-wording policies and clarification/modification of some of the language used to avoid ambiguity.

6.5 Results Statutory Bodies

Suffolk Coast and Heath AONB.

Staff and workload commitments meant that only superficial review of the plan took place and it was given tacit support.

Anglian Water

Two suggestions for modifications to policies/strategies.

Environment Agency.

Unable to provide bespoke comments on the Neighbourhood Plan, but included generic guidance documents.

Historic England.

Suggested some improvement to wording and strengthening the wording of a few policies.

Natural England

Declined to make specific comments on the details of the Plan, but concluded that it was unlikely to have any adverse effects on the natural environment, including designated sites and landscapes.

7. Conclusions

- 7.1 In carrying out our consultations we have endeavoured to maximise community engagement and to respond appropriately to the information gathered. We have used multiple ways of contacting all of the parish and feel that this paid off in terms of response rates. We have used the results of each consultation to inform the next stage of the Plan and to confirm that the previous stages have conformed to the public's view. Additionally, we have welcomed advice and comments from the two Councils and the statutory bodies and incorporated these into the plan.

8. Consultation list.

Contact person/group	Group type
	Haulage Mells (Woolnough)
	Haulage Mells
	Equestrian Centre
Jill Draper	Artist
Peter Draper	Framer
Ruth Macabe	Artist
David Wilkinson	ICT
Helen Durant	Bookbinding
Jason Gairn	Gardener/Handyman
Paul Nolloth	Garage
M and J Rowland	Music Therapy
Tessa Newcomb	Artist
Simon Redsell	Drama
Royston Hammond	Gardener/Handyman
Roddy Edwards	Accountancy
Tim Heaps	Blyth Web
Sue Cooke	Driving Instructor
	Wenhaston Tiling
Halesworth Golf Club	Golf/Leisure
David Baker	Plumber
Beverley Boughtwood	Beauty Therapy
Sarah	Novelty Cakes
Jane Peters	Post Mistress
Becky Canham	ICT
Crispin Chalker	Tree Surgeon
Liz	Wottens
David Cox	Carpenter and Builder
Alan Stammers	Car Maintenance
Alan Musk	
Carl	Star Inn, Public House
Adam and Babara Gill	Carpet cleaners
Elizabeth Hill	Accountancy
Scott Baxter	Plumber
Roger Ives	Builder
Sandy and Thomas Horsley	Graphic Design and printmaker
Desborough, Church Farm	
Low Farm	
Valley Farm	
Watermill Farm	
Heath Farm	
Bartholemew Farm	
Laurel Farm	
Blythburgh Pigs	

Trish Gower	Cottages and Caravan
Jim Wright	Lodges and Caravan Site
Southwold Railway Trust	Railway
Vale Farm	Cottages
	Bramfield and Thorington PC
	Blythburgh PC
	Holton and Blyford PC
	Halesworth Town Council
	Suffolk County Council
	Highways and Transport
	Education
	Surface Water Management
	Social Care
	Archaeological Service
	Libraries
	Waste Disposal
	Fire and Rescue
	Rights of Way
	Arboriculture
	Head of Environmental Services
	Planning Team
	Historic Buildings Conservation Officer
	Suffolk Coast and Heath AONB
	Suffolk Wildlife Trust
	Anglian Water
	Environment Agency
	English Heritage/Historic England
	Natural England
	Wenhaston primary school
	Wenhaston WI
	Wenhaston Commons Group
	Wenhaston Sports Club
	Wenhaston Energy Support Group
	Village Hall
	Parochial Church Council
	Gardeners Club
	Blyth Wood