

# Wenhaston with Mells Hamlet Parish Council

## Neighbourhood Development Plan



**Issue and Concerns Data Analysis Process**

**28<sup>th</sup> August 2015**

**Page Intentionally Blank**

## Abstract

Wenhaston with Mells Hamlet Parish Council has decided to undertake the process of producing a Neighbourhood Development Plan, as defined in the Localism Act 2011. This plan is to create a vision for the development and use of land within Wenhaston with Mells from 2015 to 2030 related to the views of the residents of the area and consistent with National and Local Planning Policies.

The population of Wenhaston with Mells has been consulted through a full household Issues and Concerns Survey questionnaire. Analysis of the results of the survey has been carried out in the presence of an independent observer to identify the main concerns that should be the basis of the Neighbourhood Development Plan. This document records the analysis process that was applied to the collated data and the resulting relevance guidance to the eventual plan.

**Page Intentionally Blank**

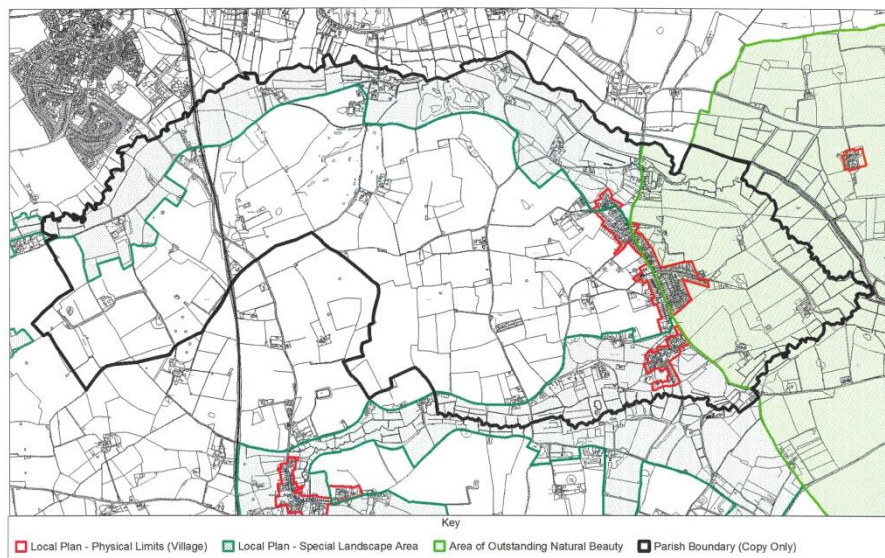
## Table of Contents

Abstract.....	3
1. Introduction.....	7
2. The Analysis Process .....	8
3 The Analysis Criteria. ....	8
4. The Independent Observer .....	9
Figures.....	10
Fig. 1.....	11
Fig. 2.....	12
Fig. 3.....	13
Fig. 4.....	14
Fig. 5.....	15
References.....	16

<b>Document Revision History</b>		
<b>Version</b>	<b>Changes</b>	<b>Date</b>
<b>Draft</b>		<b>7 July 2016</b>
<b>Review</b>	<b>Amendment to section 2 and 3</b>	<b>8 July 2016</b>
	<b>Addition of Section 4</b>	
<b>Issue 1</b>		<b>19 July 2016</b>

## 1. Introduction

Wenhaston with Mells Hamlet is a sprawling parish situated in North Suffolk and at the northern end of the Suffolk Coastal District. It is 8km west of the coast at Southwold and sandwiched between the Blythburgh and Minsmere RAMSAR Convention site and the market town of Halesworth. It has large areas in the Suffolk Coast and Heaths Area of Natural Beauty, AONB, Suffolk Special Landscape Area, SSLA, and forms the northern end of the Suffolk Sandlings.



The parish comprises about 430 dwellings in total, largely located in Wenhaston Village and Wenhaston Blackheath settlements with three small clusters at Mells and also isolated dwellings. The road from the south east to the north west is about 6.5 km and footpaths and roads from the north east to the south west 3.5km. In total the parish encloses a land area of about 8000 hectares.

Wenhaston with Mells Hamlet Parish Council has decided to undertake the process of producing a Neighbourhood Development Plan (NDP), as defined in the Localism Act 2011. This plan is to create a vision for the development and use of land within Wenhaston with Mells from 2015 to 2030 related to the views of the residents of the area.

The initial stage of the NDP is to identify issues and concerns of parishioners but also community assets and aspirations and from this information to develop a ‘vision’ for the future.

The analysis of the data received from the full household questionnaire survey has been used to develop the vision and objectives statement that will guide the NDP

## **2. The Analysis Process**

The population of the Parish has been consulted by the delivery of 430 questionnaires delivered by hand, one per dwelling, by volunteers. The results of the returns has been reported, Ref.1.

The data from the returned questionnaires was collated into numeric and visual formats, as used in the later public Concerns and Issues Results consultation, Ref. 3, prior to the analysis meeting. The comments from the questionnaire were collated into relevant section lists and made available to the analysis meeting to be used as supplementary evidence in the event of an unclear decision of relevance to the plan.

The data, comments sheets and record sheets were laid out in questionnaire order on individual tables. Each table was addressed in turn with analysis carried out to the criteria below. During the discussions the Independent Observer was encouraged to ask questions upon the judgements being made, whilst not guiding the decisions in any way. The outcome of the discussions was recorded on the relevant record sheet.

Once all the record sheets were completed they were reviewed, photocopied and a copy given to the Independent Observer for retention during the period for them to be transferred to typed versions for him to sign. This was done to ensure that no changes to the results were made between the analysis meeting and the signing of the sheets as a correct record.

The significant issues were later developed into a draft vision and plan objectives statement which was to be presented to the Parish Council for consideration and approval at a later date, Ref. 2.

## **3 The Analysis Criteria.**

Guidelines for the analysis were designed to ensure a consistent approach to the outcomes based on the numeric data rather than pre-conceived views.

- a) If the hard data shows a 66% preference for a particular answer then this will be seen as definitive, but subject to this not being significantly disputed by comments received.
- b) If the hard data shows a preference between 45% and 65% then the comments will be used to arrive at a significant or not significant conclusion.
- c) It could be that some areas will remain ambiguous and qualify for a “requires further investigation” notation.
- d) Some area may be of importance to other bodies, but not to the Plan itself.
- e) At the end of the collation procedure, each sub question should achieve a “significant to the plan”, “not significant to the plan”, “requires further investigation” or “important to others” notation.



- f) For each sub question the process will be:
- Check hard data with specific comments,
  - Check hard data with general comments,
  - Note the conclusion on the relevant collation sheet.
- g) At the end of the whole process, a copy of the collation sheets will be handed to the observer pending being typed out and sent to him/her for signing as confirmation of validity of the collation process, Figs. 1-5.

## **4. The Independent Observer**

### **4.1 Role Specification**

The role of the Independent Observer was specified to meet the following criteria

- Not connected to the parish personally or commercially.
- Not connected to any of the assessment team.
- Preferably living outside the district.
- Preferably with some sort of Local Government or planning background
- Having the skills to understand data analysis.
- He/she should question our judgements if he/she did not understand or agree with them.

### **4.2 Selection Process**

The Clerk to the Wenhaston with Mells Parish Council was asked to identify a suitable person through his contacts within local government. The person recommended was Mr Richard Peck who has extensive experience as a Project Manager for Magnox Ltd. Previous roles also include Finance Director of a Freight Forwarding Company and employment within accountancy practice. He has also undertaken voluntary work for the Public Sector, so economic and business understanding can be demonstrated.

Awareness of local area and issues affecting it is demonstrated by having spent many years in Halesworth where he previously owned property before moving to Bury St Edmunds. Independence demonstrated by the fact that he has no connection with the Parish at all.

## Figures

**SECTION 2. OUR PARISH.**

**2a) How important are the following to your quality of life in Wenhaston with Mells Hamlet?**

The scenic beauty in and around the village	SIGNIFICANT TO THE PLAN	
The peace and tranquillity within the village	SIGNIFICANT TO THE PLAN	
The commons and wildlife habitats	SIGNIFICANT TO THE PLAN	
Friendly, safe and quiet environment	SIGNIFICANT TO THE PLAN	
Vibrant and supportive community	SIGNIFICANT TO THE PLAN IN RELATION TO INFRASTRUCTURE IMPORTANT TO OTHER GROUPS	
Village amenities and facilities (Church, Pub etc).	SIGNIFICANT TO THE PLAN IN RELATION TO INFRASTRUCTURE IMPORTANT TO OTHER GROUPS	
Village activities and groups	IMPORTANT TO OTHER GROUPS	
The balance of built and natural landscapes	SIGNIFICANT TO THE PLAN	

**2b) Which of the following village amenities do you use?**

Village groups and associations	SIGNIFICANT TO THE PLAN SEE 4b)	
Post Office	SIGNIFICANT TO THE PLAN SEE 4b)	
Heathside Store	SIGNIFICANT TO THE PLAN IN TERMS OF LEVEL OF USE	
Church and Church groups	SIGNIFICANT TO OTHER GROUPS	
Pub	SIGNIFICANT TO THE PLAN IN TERMS OF LEVEL OF USE	
Playing field and sports equipment	SIGNIFICANT TO THE PLAN	
Primary School and Pre-School	SIGNIFICANT TO THE PLAN AND FUTURE DEVELOPMENT OF THE VILAGE	
Fish and Chip van	NOT SIGNIFICANT TO THE PLAN – BUSINESS OPPORTUNITY	
Commons, footpaths and open spaces	SIGNIFICANT TO THE PLAN	

I confirm that these are fair and reasonable conclusions from the data observed. .... *R. P. Cole* 3/9/15

**Fig. 1**

**SECTION 3. HOUSING**

3a) In which of the following do you currently live and how might this change over the next 15 years?

Bungalow	SIGNIFICANT TO THE PLAN  IN TERMS OF FUTURE  HOUSING NEEDS.		
House, 2 bedrooms or less			
House, 3 bedrooms or more			
Sheltered accommodation			
Affordable/social housing			
Eco house			
Other, please specify			

3b) How important are the following to the housing development of Wenhaston with Mells Hamlet over the next 15 years? Please refer to map with settlement boundary inside the front cover.

New housing should only be allowed to meet local needs	SIGNIFICANT TO THE PLAN  IN TERMS OF MINOR DEVELOPMENT  BEING RESTRICTED TO  WITHIN THE PHYSICAL LIMITS  BOUNDARY	
New accommodation should primarily come from refurbishment, rebuild and one for one replacement		
Infill and small groups of housing may be allowed OUTSIDE the physical limits boundary (village envelope)		
Infill and small groups of housing may only be allowed INSIDE the physical limits boundary (village envelope)		
Wenhaston with Mells is already about the right size		
No further development is needed		

I confirm that these are fair and reasonable conclusions from the data observed. .... *R. Patel 3/9/15*

Fig. 2

c) If you believe that new housing development is necessary, what type do you think it should be?

Sheltered Accommodation	NOT SIGNIFICANT TO THE PLAN	
Affordable/social housing	SIGNIFICANT TO THE PLAN IN TERMS OF NEED. (DO NEED)	
Bungalows	NOT SIGNIFICANT TO THE PLAN	
Small houses. Up to 3 beds	SIGNIFICANT TO THE PLAN IN TERMS OF NEED	
Large houses. 4 or more beds	SIGNIFICANT TO THE PLAN IN TERMS OF NEED (DO NOT NEED)	
Eco houses	NOT SIGNIFICANT TO THE PLAN	

**SECTION 4. INFRASTRUCTURE, VILLAGE FACILITIES AND ENERGY EFFICIENCY**

a) Wenhaston with Mells is known as a village which strives to retain its rural identity. How important to you and the future of the village are the following?

Preserving the Area of Outstanding Natural Beauty	SIGNIFICANT TO THE PLAN	
Safe, quiet roads and pedestrian routes		
Protecting rural identity of the village		
Protecting local wildlife habitats		
Managing flood risks		
Reducing carbon footprint		

I confirm that these are fair and reasonable conclusions from the data observed. ....

*P. Peal 3/9/15*

Fig. 3

4b) Are the following facilities/services adequate for now and future generations?

The five Commons and footpath networks	SIGNIFICANT TO THE PLAN	
The Village Hall (and Post Office)	SIGNIFICANT TO THE PLAN	
The Playing Field and sports/play equipment	SIGNIFICANT TO THE PLAN	
Bus service to Halesworth and Southwold	SIGNIFICANT TO THE PLAN	
High speed internet	SIGNIFICANT TO THE PLAN	
Primary School and Pre-School	SIGNIFICANT TO THE PLAN	
Sewerage capacity	SIGNIFICANT TO THE PLAN	
Surface water drainage	NEEDS FURTHER INVESTIGATION - LOCALISED	
Street lighting	NOT SIGNIFICANT TO THE PLAN	

**SECTION 5. LEISURE, TOURISM, AGRICULTURE AND BUSINESS**

How important are the following to the future development of Wenhasdon with Mells?

Improved sport and play facilities	SIGNIFICANT TO THE PLAN	
Improved and safe cycle ways	SIGNIFICANT TO THE PLAN – TRAFFIC ISSUES	
Increasing the caravan and lodge capacity	SIGNIFICANT TO THE PLAN IN TERMS OF CONTROL OF LAND USE	
Increasing the number of holiday homes	SIGNIFICANT TO THE PLAN BUT CANNOT CONTROL IMPACT ON HOUSING DEMAND	
Developing the Southwold Railway Site	SIGNIFICANT TO THE PLAN IN TERMS OF CONTROL OF LAND USE	
Expanded current businesses	SIGNIFICANT TO THE PLAN – NEEDS FURTHER INVESTIGATION - INFRASTRUCTURE	
Encouraging new businesses	SIGNIFICANT TO THE PLAN – NEEDS FURTHER INVESTIGATION - INFRASTRUCTURE	
Retaining existing farms	SIGNIFICANT TO THE PLAN	
Retaining or increasing existing pubs, shops and tradesmen	INVESTIGATE IMPACT PLAN CAN HAVE	

I confirm that these are fair and reasonable conclusions from the data observed. .... *R. P. Mells 3/9/15*

Fig. 4

**SECTION 6. CONCERNS.**

Related to life in Wenhaston with Mells, which of the following gives you cause for concern either for now or in the future?

Crime	FURTHER INVESTIGATION	
Road Safety	SIGNIFICANT TO THE PLAN – TRAFFIC CONTROL	
Noise Pollution	NOT SIGNIFICANT TO THE PLAN	
Flood Risk	SIGNIFICANT TO THE PLAN - LOCALISED	
Over Development	SIGNIFICANT TO THE PLAN	
Anti-Social behaviour	FURTHER INVESTIGATION	
Lack of Public Transport	SIGNIFICANT TO THE PLAN, BUT NOT SURE WHAT INFLUENCE PLAN CAN HAVE	
Lack of Facilities	FURTHER INVESTIGATION	

I confirm that these are fair and reasonable conclusions from the data observed. ....

*R Peel 3/9/15*

**Fig. 5**

## **References**



## **5. References**

1. Issues and Concerns Survey, 30<sup>th</sup> May to 13<sup>th</sup> June 2015, WwMNDP/01.
2. Vision and Neighbourhood Plan Objectives Statement, WwMNDP/08
3. Issues and Concerns Results Public Consultation, 24th October 2015, WwMNDP/10.