



Neighbourhood Planning Regulations 2012 (Part 5 s15)

Neighbourhood Plan Proposal - Consultation Statement

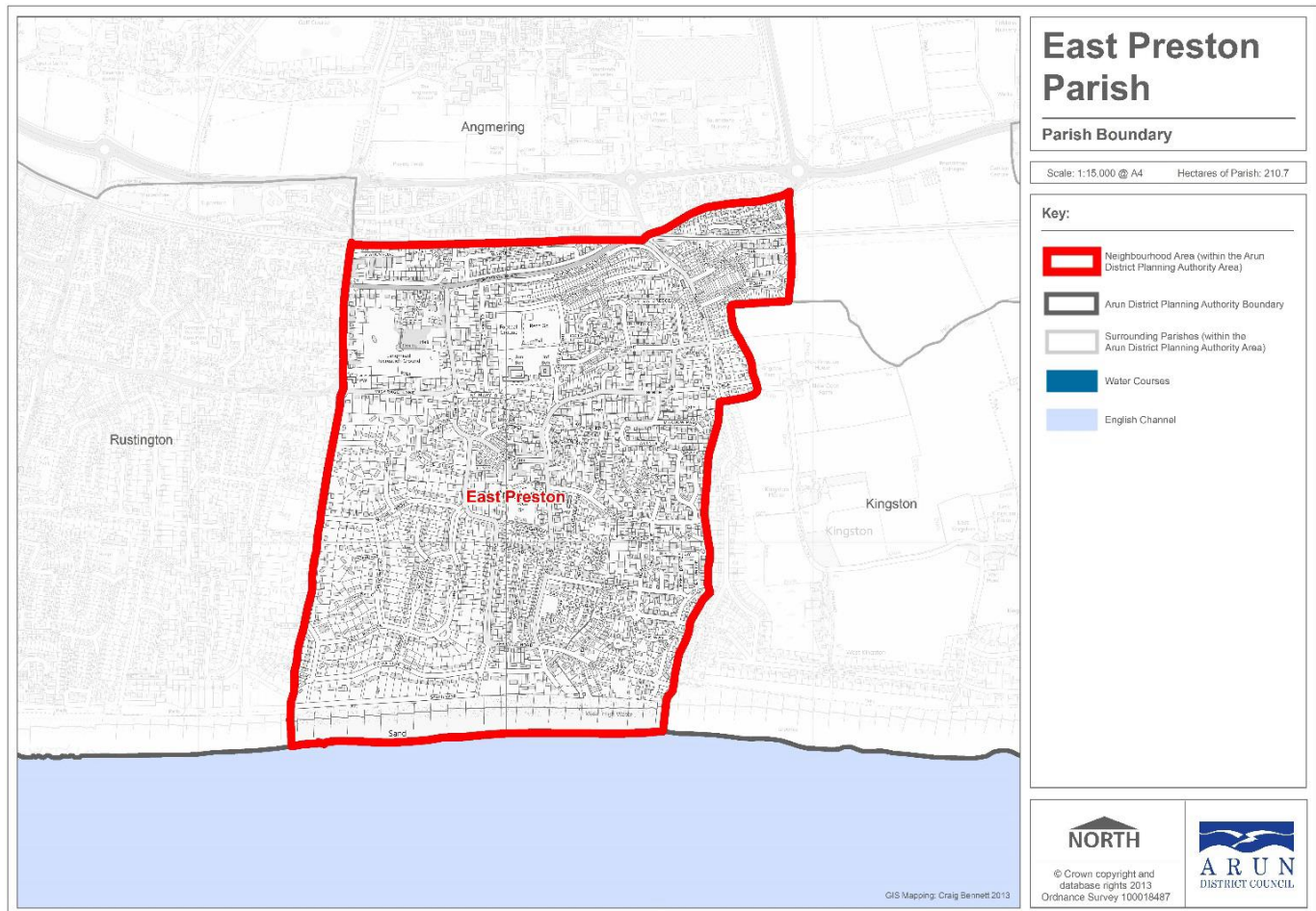
To: Arun District Council (Local Planning Authority)

By: East Preston Parish Council (Qualifying Body)

June 2014

East Preston Neighbourhood Plan (NP)

This application relates to East Preston Parish Council and the designated boundary is indicated on the plan below.



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Annex A: Details of the persons or bodies consulted and how they were consulted

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All annex material is supplied with this document. It is also available at <http://eastpreston.arun.gov.uk>. Paper copies may be obtained from the East Preston Parish Council, Council Office, 122 Sea Road, East Preston, BN16 1NN. Telephone 01903 770050.

Introduction

This Consultation Statement has been prepared with the aim of fulfilling the legal obligations of the Neighbourhood Planning Regulations 2012, which are set out in the legislative basis below.

An extensive level of consultation (community and statutory) has been undertaken by the steering group, focus groups and parish council as required by the legislation. Detail of consultation is set out below.

Legislative Basis

Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations sets out that, a consultation statement should contain the following:

(a) details of the persons and bodies who were consulted about the proposed Neighbourhood Plan;

(b) explanation of how they were consulted;

(c) summary of the main issues and concerns raised by the persons consulted; and,

(d) description of how these issues and concerns have been considered and, where relevant, addressed in the proposed Neighbourhood Plan.

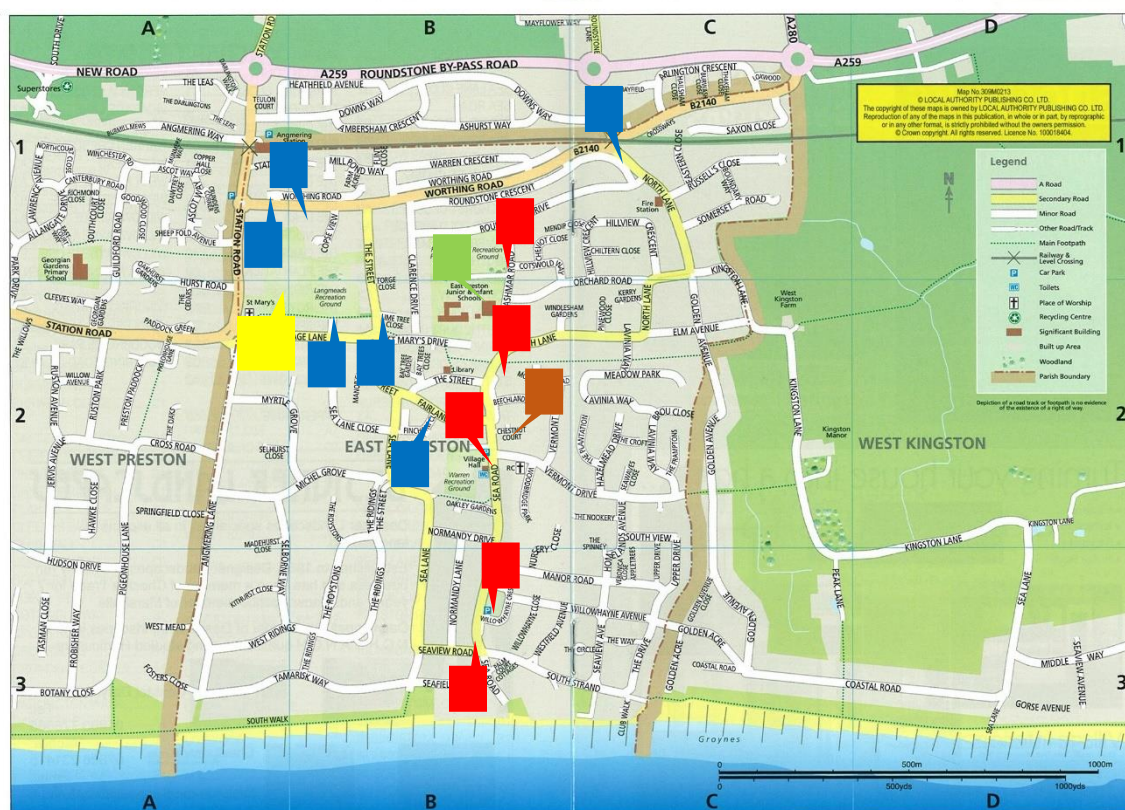
Background

East Preston Parish Council (EPPC) uses a variety of methods to keep villagers informed of issues, activities and events of interest to them. These methods include:

- Monthly Full Council meetings which the public can attend, listen and speak
- Periodic Council Committee meetings which the public can attend, listen and speak
- Quarterly newsletter delivered to all East Preston households and businesses
- Notices placed on five council owned noticeboards located throughout the village, including the Council Office front window, plus other ad-hoc locations, including, but not only, the library and local shops
- Approximately fortnightly Council News email to registered subscribers (at the time of writing, just over 500 households and businesses)
- Monthly 'Business Breakfasts' where local business people exchange news and views. Organised by EPPC issues including Neighbourhood planning were discussed at each meeting and produced some Focus Group volunteers
- A regularly updated Parish website (eastpreston.arun.gov.uk)
- Use of social media 'Facebook' for instant news updates
- Periodically updated Village website (eastprestonvillage.co.uk)

The Parish Council and Steering Group used all the above methods to communicate our Neighbourhood Plan work with businesses and residents. The map below shows key locations used by the Neighbourhood Plan Steering Group to promote their work.

Key East Preston Locations



Although our mapping data is sourced from Ordnance Survey's latest data sets, current accuracy cannot be guaranteed at time of press. Should you notice an inaccuracy or omission, please email eastpreston@localauthoritypublishing.co.uk so that next edition's map is as up to date as possible.

Key:

Parish Council Notice Boards

Ad-hoc Notice locations

Langmeads field

Infant school

Conservative hall



The Parish Council worked with the community to help shape the future of the parish with the development of the Community Led Plan in 2011 under the newly-established Community Engagement Committee. The final report issued in 2012 was named 'East Preston Action Plan' (EPAP) as it identified a number of issues to be resolved. One of the objectives arising from the EPAP was the production of a Neighbourhood Plan (NP) to cover land use and housing issues in the parish, in response to concerns raised during local consultations. Arun District Council (ADC) designated EPPC as a 'Front Runner' regarding Neighbourhood Plan development and it was designated as such on 24 November 2012. EPPC then reviewed a number of consultants to assist in the NP process. It also held a number of open days to recruit Steering Group volunteers.

The Steering Group was formed in May 2013, together with four focus groups (Housing; Landscape and Environment; Community and Infrastructure; Traffic and Transport) to examine evidence for the State of Parish Report and subsequently for the NP. This Group currently comprises nine members, four of whom are Parish Councillors, the rest being residents or representatives of local organisations within the Parish. (See Annex C21 for Schedule of Meetings). The Minutes are available on the East Preston Parish Council website <http://eastpreston.arun.gov.uk>.

Most press releases, posters, flyers and banners promoting the Neighbourhood Plan and any consultation events are distinguishable by the use of the East Preston Neighbourhood Plan logo (as shown on the front page of this document).

The Steering Group has been supported by consultants Rowena Tyler (Action in rural Sussex - AirS) and Neil Homer and Caroline Finney (rCOH Ltd).

The East Preston Neighbourhood Plan (NP) is the culmination of over a year's work by the Steering Group, initiated by the Parish Council and aided by community volunteers following the implementation of the Localism Act in 2011.

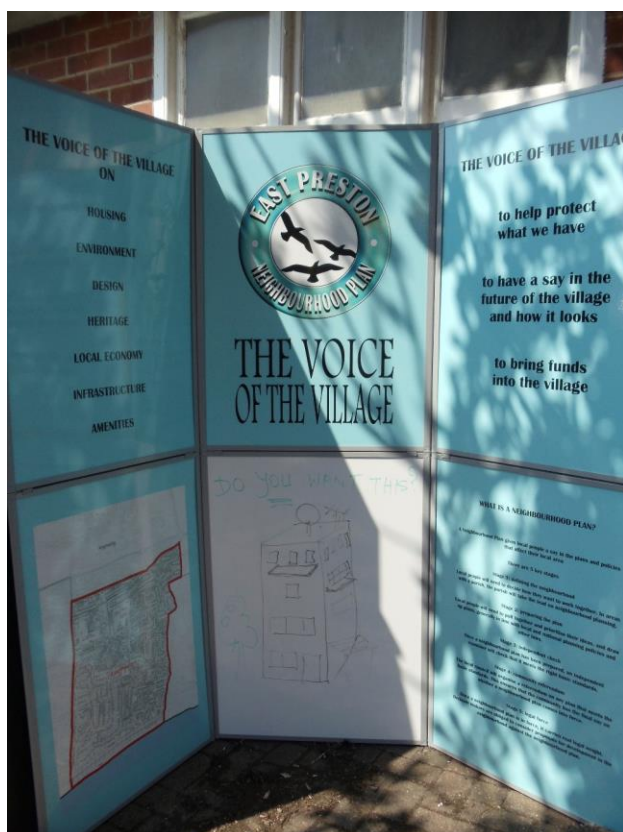
Previous consultations

The East Preston Action Plan (EPAP) mentioned above was produced as a result of extensive community consultation. Initial attempts at producing the Action Plan in 2008, including a Village Open Day foundered because of lack of volunteer support. The new 2011 Parish Council formed a Community Engagement committee which, with the help of AirS, produced the EPAP using comments gathered in 2008 to formulate a questionnaire which was distributed throughout East Preston (to 2986 households). 998 forms were completed, giving a response rate of just over 33%. (See Annex C1 for the EPAP.)

The East Preston Village Design Statement (VDS), which was published in January 2008, was produced jointly by the Parish Council and the East Preston and Kingston Preservation Society. This was also the result of village-wide community consultation, including public meetings and a questionnaire delivered to each household in the parish. (See Annex C2 for the VDS.)

Neighbourhood Plan Consultation

The East Preston Festival Week in early June 2013 provided an ideal opportunity to publicise the Neighbourhood Plan, with Steering Group members being stationed at various points in the village with publicity display boards and leaflets (Annexes C3 & C4) giving an explanation of Neighbourhood Plans and publicising an Open Day to be held on 29 June 2013. While a number of people expressed an interest in becoming involved as members of a Focus Group, ultimately very few participated.



Left: Display used during the 2013 Festival week

EPPC therefore made a decision that, to ensure the residents and anyone with a potential interest in the NP could be kept fully informed of progress, an email software package called MAILCHIMP would be set up to broadcast NP news and updates to subscribers. Annex C5 shows a MAILCHIMP report with number of subscribers. Content of each mailing is available on request from the Council Office.



The Open Day, pictured left, held on 29 June 2013, was visited by nearly 100 people (Annexes C6 & C7), many of whom left written comments, either on forms or sticky notes (Annexes C8 & C9). These mostly echoed opinions which had been expressed in previous surveys, though the support for a safe cycle route along the coast was one example of an issue that had

not been raised before.

A questionnaire was sent to every household and business in East Preston in September 2013, with replies to be submitted by October 7th (Annex C10). The questions were intended to establish local opinion on the issues described in paragraph 58 of the National Planning Policy Framework, and on some topics raised at the Open Day. This survey was widely publicised in the village by posters and on the village websites, the questionnaire also being available on the Parish Council website along with additional publicity (Annexes C11 and C22). 930 replies were

received, a response rate of 31%. The results were analysed and reported on by AirS – see Annex C12.

The results of these consultations and surveys were used to compile the State of the Parish Report (Annex C13), which was made available on the Parish Council website, and for the public to view at the Council Office and local library. It was in addition sent by email to statutory and other local consultees including Arun District Council in February 2014 (Annex A).

Arun District Council was asked for a screening opinion on the need for a Strategic Environmental Assessment, which they concluded was unnecessary on the basis of the information submitted to them, letter dated 9 April 2014. (Annex C14)

Statutory and local consultees, having already been contacted by email in December 2013 (Annex A) were invited to a Workshop to discuss the State of Parish Report and the developing Neighbourhood Plan. This was held on March 6th 2014 (Annexes C15 & C16). Discussion at this event informed the draft Proposal East Preston Neighbourhood Plan (see below).

Statutory Consultation

The Draft Proposed East Preston (pre-Submission) Neighbourhood Plan (Annex C17) was published for a six-week consultation period on 17 April 2014. In addition, over the early May Bank Holiday weekend, it was delivered to every household and business in East Preston. The Draft plan was available for inspection at the Parish Council Office and website (<http://eastpreston.arun.gov.uk>) and local library. In addition the statutory consultees (Annex A) were individually emailed on 17 April 2014 to request representations on the draft plan. A web link to the Parish Council website was provided. The consultation was also publicised in the local newspaper on 24 April 2014 (Annex C18).

To maximize coverage of the village, two drop-in sessions were organised, on Wednesday 7th May 5.00-8.00pm at East Preston Infant School, and on Friday 16th May 10.00am-12.00pm at the Parish Council Office, to address any questions residents might have on the Draft Neighbourhood Plan. They were publicised in the Parish Council Newsletter, Council and Village websites and by posters around the village (Annex C19 and C21).

While attendance at the above sessions was small, a number of helpful comments were made, and all the attendees were encouraged to submit written representations. A number of these proved useful in correcting details in the final draft NP. There were queries about what exactly a NP could cover, which we hope we answered, though (see below) many comments submitted during the consultation period could not be addressed by the Plan. Most of those who “dropped in” were

interested, wished to know how the Plan was progressing and many went on to respond formally to the public consultation.

A total of 13 out of the 100 statutory consultees (Annex B1) replied, and 46 representations were received from the general public and businesses (Annex B2) in the Parish.

- A number of comments concerned topics not able to be covered by the Neighbourhood Plan (such as general parking and traffic problems). Some of these topics are mentioned in Part 5 (Implementation) of the NP and have been forwarded to the Parish Council for action – where this is feasible.
- Other responders had obviously taken great trouble going through the draft NP, and the Steering Group was grateful for their proof-reading skills, with alterations made accordingly.
- A number commented in some detail on paragraphs 4.22 and 4.23 of the draft NP, concerning short-term holiday lets. The concerns expressed led to a redrafting of the relevant paragraphs to clarify the position of the NP as the original proposals seemed to have been misinterpreted as a desire to ban or obstruct such commercial activities.

The original intention had been to include individual site allocations for housing, to reflect the emerging ADC Local Plan's apportionment to East Preston of 30 additional dwellings to be built over the next 15 years. However, we were advised that the adopted Arun Local Plan of 2003 was the Plan to which the Neighbourhood Plan should conform. What is more, because the entire Parish is within the built up area, where there is a presumption in favour of development, identifying some sites to make up the allocation of 30 would be a meaningless exercise; the sites were likely to be developed in any case, whether or not they were identified in the Neighbourhood Plan. It was therefore felt that this policy should be omitted. (See also Annex C22.)

There were also positive comments, echoing what many residents feel about living in East Preston, expressed in the many consultations of the last decade, and as shown in the number of active community groups in the village – demonstrated most vividly by the annual East Preston Festival Week in June of each year (now in its 34th year). A much-appreciated response received some time after public consultation closed on 29th May from one of our residents is a good reflection of this:-

'I meant to write to you before May 29th – the closing date for comments on the Neighbourhood Plan. I apologise for my tardiness.

'I cannot tell you how interesting I found the plan – my goodness the hard work that went into preparing it, everything made such common sense. I plodded through it first then spent a lot of time rereading it again twice more.

'I have lived in East Preston for 51 years, nothing would tempt my husband to move from East Preston though he worked in the City of London all his working life.

'I really enjoyed the future plans for E.P. and wished I had not given up my car so that I could visit the interesting places which were mentioned and will surprise everyone. I truly agree with all your future plans & so enjoyed having EP Parish Council News which [also] commented on the Neighbourhood Plan!! '

'I have only 2 comments to make (TOO LATE I realise). The Shopping Centre at the Sea End of the Village was so good until a few years ago – there was every type of shop you could wish for – we didn't need to go out of the village, & then the new shops at the top end fulfilled the disappearance of these others.

'There was a bus which came right down here, about once or twice an hour, I didn't need it, used my car, but if it could be reinstated a lot of the older people who live down here would use the other shops a lot; which would make such a difference to keeping them open.

'I shall read the PLAN again it really does make such very interesting & common sense reading.

'May I just add that we supported EP & both did a lot of community work in the village – I am too old now to be of any really use. [...] I always welcome any new people who [move into this road] by popping a "little" note in their doors wishing them well, nothing intrusive.

'My writing is appalling these days. I hope some of it can be read!! and understood.'

The East Preston Submission Neighbourhood Plan is thus the product of extensive and exhaustive discussion and consultation within the Parish.

Conclusion

This East Preston Neighbourhood Plan Consultation Statement and its appendices are considered to comply with Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations

List of Annexes appended

Annex	Description
A	Details of the persons or bodies consulted and how and when they were consulted
B1	Schedule of responses from stakeholders to draft plan consultation and how they were addressed
B2	Schedule of responses from the general public to draft plan consultation and how they were addressed
C1	East Preston Action Plan
C2	East Preston Village Design Statement
C3	2013 Festival Week photographs
C4	2013 Festival Week leaflets
C5	Mailchimp report
C6	29 June 2013 Open Day photos
C7	29 June 2013 Open Day poster
C8	29 June 2013 Open Day post-it notes
C9	29 June 2013 Open Day transcript of comments
C10	EPNP Questionnaire
C11	EPNP Questionnaire publicity
C12	EPNP Questionnaire report on responses
C13	East Preston State of Parish Report
C14	Arun District Council SEA Scoping report
C15	EPNP Workshop: briefing note for invitees
C16	EPNP Workshop: facilitators' notes for the 4 Focus Groups
C17	Completed pre-Submission Neighbourhood Plan
C18	Littlehampton Gazette press release
C19	Posters and publicity material for Consultation on Draft NP
C20	Schedule of Meetings and Events
C21	Other local articles and publicity
C22	SHLAA and housing site assessment table