



## **CONSULTATION STATEMENT**

**JANUARY 2019**

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# 1.0 Introduction

The Consultation Statement has been prepared in support of the Claverdon Parish Council's submission of the Neighbourhood Plan (NP) to the Local Planning Authority (LPA). It has been prepared with the aim of fulfilling the legal obligations of the Neighbourhood Planning Regulations 2012 which are set out below.

## Legislative Basis

Section 15 (2) of Part 5 of the Regulations sets out that a Consultation Statement should be a document containing the following-

- Details of the person and the bodies who were consulted about the proposed NP
- An explanation of how they were consulted
- A summary of the main issues and concerns raised by those consulted
- A description of how these issues and concerns were considered and, where relevant, addressed in the proposed NP

A comprehensive level of consultation, with both the community and appropriate statutory bodies, has been undertaken by the Neighbourhood Plan Steering Group and the Parish Council. The details are set out below.

The Submission Plan includes-

- ✓ Details of the Claverdon Neighbourhood Plan Questionnaire sent to all households & businesses, together with the results
- ✓ Details of local engagement and communication through the development of the NP
- ✓ Details of the consultation on the NP, responses and how these have been addressed in the final version of the NP.
- ✓ Supporting information as Appendices

The Claverdon Neighbourhood Plan considers representations received to both the formal consultations and comments from the public & local businesses

## **2.0 Background**

Claverdon is a historic and vibrant village, set in beautiful Warwickshire countryside. It is completely enclosed within the Green Belt and has conservation areas within its boundary. There is a mix of old and listed buildings along with new buildings. Residents and visitors alike enjoy the delights of Yarningale Common which is one of the most ancient and largest common land in the Country. The residents and businesses of Claverdon were asked for their help to draw up the policies that will protect and enhance Claverdon's beautiful and historic environment.

Claverdon has a history of involving its residents and businesses in the decision-making process

In 1998 the Village Design Statement was endorsed by the people of Claverdon through a process of public workshops and consultations. The final draft of the document was presented to all residents & businesses in the Village for their approval in May 1998. The Village Design Statement was intended to influence decisions affecting design & development in Claverdon.

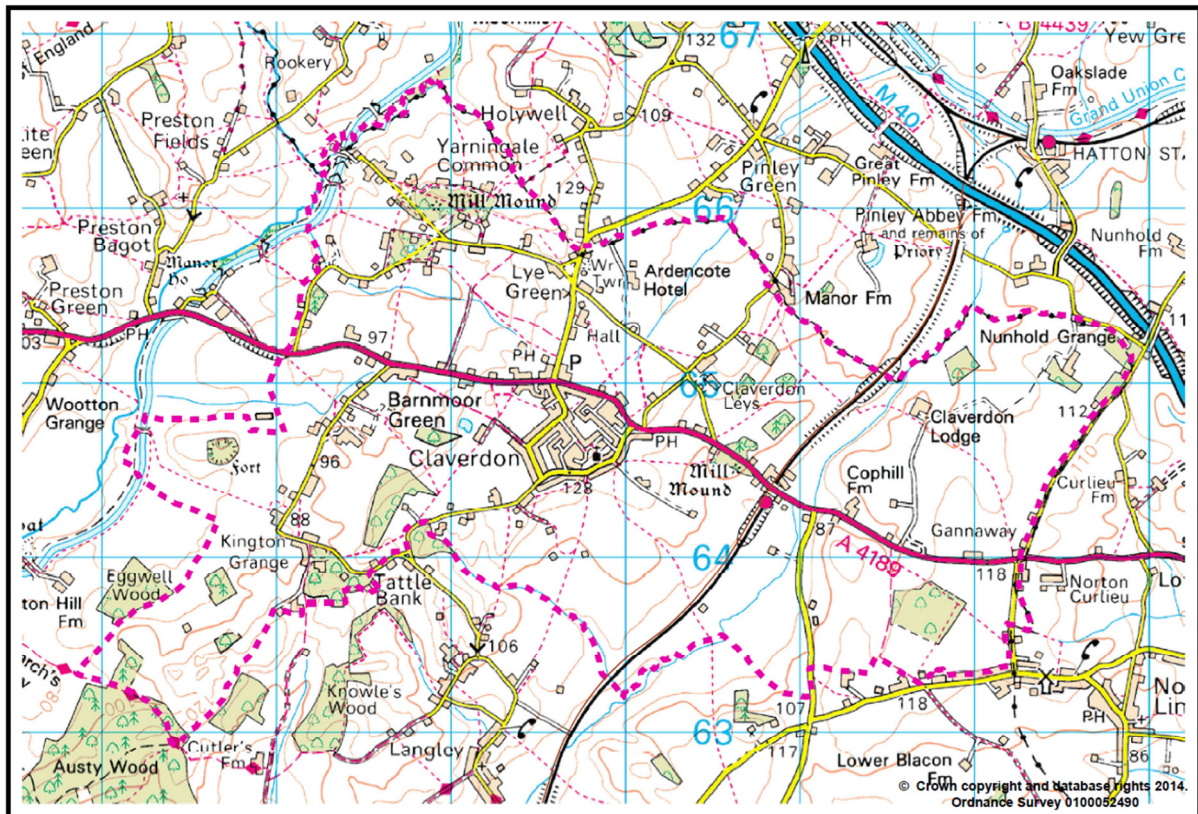
In 2012 a Claverdon Parish Plan was developed from the results of a 34 question Parish questionnaire that was responded to in September 2011 by 44% of households in the Parish. The Parish Plan detailed 7 key matters that were highlighted in the questionnaire responses and detailed 25 actions within the concluding "Action Plan".

As a result of the Localism Act of 2012 and its importance to local communities, the decision was taken by the Parish Council to develop a Neighbourhood Plan at the Parish Council Meeting held in September 2013. The first Neighbourhood Plan Steering Group meeting took place in April 2015. The Claverdon NP is the culmination of nearly four years work by the Claverdon Neighbourhood Plan Steering Group, the Parish Council, residents and businesses within Claverdon.

The NP builds upon the previous documents produced and supported by the community of Claverdon by reflecting more up to date opinions of residents and businesses along with appropriate statutory bodies providing expert, modern and enlightened advice and opinion to ensure a robust and relevant Neighbourhood Plan determined by engagement and consultation.

The Neighbourhood Plan contains the vision for the Parish of Claverdon and sets out clear planning policies to support and realise this vision. Claverdon's Neighbourhood Plan conforms with the strategic direction of the Core Strategy as documented in the Basic Conditions Statement and the National Planning Policy Framework. (NPPF). It recognises the need to preserve the Green Belt, the uniqueness of the rural landscape and the heritage assets within its boundary whilst providing a pleasant and sustainable environment.

On 16<sup>th</sup> June 2014 Stratford Upon Avon District Council approved the Neighbourhood Area which is contained within the Neighbourhood Plan. The Neighbourhood Area is the same as the Claverdon Parish boundary.



Claverdon Neighbourhood Area

## **3.0 Pre Plan Activities & Consultations**

Parish Council – The Parish Council formerly decided to have a Neighbourhood Plan at the Parish Council Meeting held on 9<sup>th</sup> September 2013.

The Neighbourhood Plan Steering Group comprised 3 Parish Councillors and 11 resident volunteers. Throughout the process the number of Neighbourhood Plan Steering Group members hardly changed. The final ten members contributed significant personal time and effort to attain the Submission Plan.

The Parish Council applied for grant funding from Groundwork UK and received a net grant of £8739.75. The funding was used to pay Consultancy Fees to Avon Planning Services Limited, room hire for meetings, internal & external printing costs, artwork, distributions costs, advertising, time costs of the Parish Clerk and stationary costs. Costs have been incurred over and above the grant funding, and these costs have been funded by Claverdon Parish Council

Neil Pearce of Avon Planning Services Limited was appointed to advise and guide the Neighbourhood Plan Steering Group on the Neighbourhood Plan process, the obligations of the Neighbourhood Plan Steering Group and on the Plan content.

There were 15 meetings commencing in April 2015 and concluding in October 2018 with most of these meetings being advertised on the Parish Council website and all open to the public to attend.

The Meeting dates were- 20<sup>th</sup> April 2015, 18<sup>th</sup> May 2015, 25<sup>th</sup> July 2016, 3<sup>rd</sup> October 2016, 28<sup>th</sup> November 2016, 9<sup>th</sup> January 2017, 3<sup>rd</sup> April 2017, 5<sup>th</sup> June 2017, 21<sup>st</sup> August 2017, 14<sup>th</sup> June 2018, 9<sup>th</sup> July 2018, 16<sup>th</sup> July 18, 30<sup>th</sup> July 2018, 17<sup>th</sup> September 2018, & 22<sup>nd</sup> October 2018.

Following the decision that a Neighbourhood Plan should be produced at the Meeting held on 9<sup>th</sup> September 2013, most of the Parish Council Meetings since that time have included an Agenda Item covering updates on the process & progress of the Neighbourhood Plan.

## **3.1 – Questionnaires**

All 539 properties in Claverdon Parish Council area were posted a questionnaire on 13<sup>th</sup> January 2016, with a deadline of February 19<sup>th</sup>, 2016, later extended to February 29<sup>th</sup>, 2016. A Freepost envelope was included for return to Stratford-on-Avon District Council who undertook the survey on behalf of the Neighbourhood Plan Group. This being a third party would give independence and ensure all responses would remain confidential.

One copy per household was mailed out to residents and businesses, but further copies were available from the Community Shop, from the Neighbourhood Plan Steering Group members or could be printed off from the Parish Council website. 259 questionnaires were completed.

The Claverdon Neighbourhood Plan Survey results were finalised in April 2016 and the full report provided by the Consultation & Insight Unit at Stratford Upon Avon District Council was placed upon the Claverdon Parish Council website. The Parish Council website also recorded the Claverdon Neighbourhood Plan Survey 2016 Topline Results.

## **3.2 Housing**

The Neighbourhood Plan Questionnaire explained the Policies which derived the possible housing expansion in the Green Belt. The designated area of the Claverdon Neighbourhood Plan is considered inappropriate for large housing development due to the village being washed over by green belt. In the proposed core strategy Claverdon is classed as a category 3, Local Service Village (LSV) within the Green Belt. Policy CS.16, Section B. Strategic Allocations, reads: "Within the Green Belt Local Service Villages, housing development will take place wholly in accordance with the provisions of Policy CS.10" (Green Belt policy). Policy CS.10 indicates that the purposes of the Green Belt will be upheld (in accordance with the provisions of paragraph 145 of the National Planning Policy Framework (NPPF), which lists the types of development which are regarded as not inappropriate development in the Green Belt). The implications of this change are that any allocations within Green Belt LSV villages will need to be in accordance with paragraph 89 of the NPPF (i.e. be classified as limited infill in villages, small-scale housing schemes to meet a local need, re-development of previously developed sites etc). Claverdon will, through small infill sites, be expected to play its part in providing housing for the district over the next 15 - 20 years, subject to constraints of National Green Belt Policies. The Neighbourhood Plan, when adopted, will influence where, when, and how future development should take place. Most of the housing in Claverdon is in private hands. There are social/affordable houses in the parish. The affordable housing is situated just off Curlieu Lane at Norton Lindsey and at Breach Lane Claverdon where 3 affordable houses are currently under construction. There are bungalows operated by Claverdon Benefice for elderly residents in St Michaels Close.

## **4.0 Pre -Submission Claverdon Neighbourhood Plan Consultation.**

The official six-week consultation period on the Pre-Submission Claverdon Neighbourhood Plan ran from Thursday 25th January 2018 to 5pm on Friday 9<sup>th</sup> March 2018.

Each household and business were sent a formal notice that the draft Neighbourhood Plan was available on the website and hard copies placed at the Community Shop accessible at opening times. The notice was in the prescribed form under the Town & Country Planning Act 1980 – Neighbourhood Planning (General) Planning Regulations 2012 – as amended and under Regulation 14 - Pre-Submission Consultation & Publicity. The notice detailed the consultation period. A copy of the press advert is shown at Appendix 4

A copy of the Pre-submission Draft Plan and supporting documentation was made available on the Claverdon Parish Council website, [www.claverdonvillage.co.uk](http://www.claverdonvillage.co.uk) . Hard copies were available for inspection at Claverdon Community Shop during opening hours. On subsequent public request copies were also made available at the Crown Public House and the Red Lion Public House, with additional copies being placed at Claverdon Community Shop.

Responses were to be submitted by email to [ClaverdonPC@gmail.com](mailto:ClaverdonPC@gmail.com), or in writing to Claverdon Parish Council at 90 Station Road, Hatton, WARWICK CV35 8XJ.

Banners were placed at 3 locations in the Parish advising the website details for the Pre-Submission Neighbourhood Plan.





Appendix 2 contains details of the consultation on the Pre-submission NP and the analysis of responses.

## **5.0 Consultation Statement**

The Pre-submission Claverdon Neighbourhood Plan was published on 25<sup>th</sup> January 2018. The Pre-Submission Claverdon Neighbourhood Plan was made available on the Claverdon Parish Council website, [www.claverdonvillage.co.uk](http://www.claverdonvillage.co.uk) along with hard copies at the Claverdon Community Shop and subsequently at 2 public houses located within Claverdon. The link to the Parish Council website which hosted the documents was emailed to the Local Planning Authority.

**Table 1** – Details of the availability of the Pre-submission Claverdon Neighbourhood Plan for consultation

<b><u>Location</u></b>	<b><u>Made Available from</u></b>	<b><u>Comments</u></b>
All households in the Area	25 <sup>th</sup> January 2018	Available on the website – <a href="http://www.claverdonvillage.co.uk">www.claverdonvillage.co.uk</a> & at Claverdon Community Shop
All Businesses in the Area	25 <sup>th</sup> January 2018	Available on the website – <a href="http://www.claverdonvillage.co.uk">www.claverdonvillage.co.uk</a> & at Claverdon Community Shop
Local Planning Authority – Stratford Upon Avon District Council, Statutory Consultees & Others	25 <sup>th</sup> January 2018	The link for the Parish Council website which hosted the documents was emailed to the LPA



**Table 2** – Details of publicity undertaken in relation to the Neighbourhood Plan creation & consultation

<b>Method</b>	<b>Target Group</b>	<b>Action</b>	<b>Location</b>	<b>Date</b>
Articles in the Parish News	Residents, businesses & interested parties	Updates on the process & progress on the Neighbourhood Plan	Magazine circulated to all resident households	
Notices on the Parish Council website	Residents, businesses & interested parties	Minutes of the Neighbourhood Plan Steering Group Meetings and Notice of the Consultation Period	<a href="http://www.claverdonvillage.co.uk">www.claverdonvillage.co.uk</a>	
Questionnaire	Householders & businesses	Published on the website and hard copies delivered to all residencies and businesses	Website & post	13 <sup>th</sup> January 2016
Working Meetings	All residents & businesses	Public participation Progress the Neighbourhood Plan. Agendas & Minutes were published on <a href="http://www.claverdonvillage.co.uk">www.claverdonvillage.co.uk</a>	Claverdon Church Centre & Dorothea Mitchell Hall	Various detailed above
Local Press	Residents, businesses, organisations & interested parties	Notification of Formal Consultation period	Stratford Upon Avon Herald	Thursday 25 <sup>th</sup> January 2018
Banners	All residents & businesses and Interested parties	Advertising the website location of the Pre-submission Claverdon Neighbourhood Plan	The Green, at the junction of Station Rd & Church Rd, and outside Dorothea Mitchell Hall.	25 <sup>th</sup> January 2018 and remained in place for 6 weeks
Parish Council Meetings	Attending residents & businesses.	Update on the progress of the Neighbourhood Plan	Minutes placed on Parish Notice Boards, the website, the Community Shop and the Church Centre	8 Meetings in 16/17 6 Meetings in 17/18 9 Meetings in 18/19

## **6.0 Conclusion**

The Claverdon Neighbourhood Plan Consultation Statement and its appendices are considered to comply with Section 15(2) of Part 5 of the Neighbourhood Planning Regulations.

Appendix 1 – Details of the pre-plan Claverdon Neighbourhood Plan Questionnaire and the Claverdon Neighbourhood Plan Survey Results – Final Report.

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Appendix 5 – Example a Meeting Agenda dated August 17 and an example the minutes of the August 17 Neighbourhood Plan Steering Group Meeting

Appendix 6 – Copy of Parish News Article

A detailed response was received from Stratford Upon Avon District Council, the Local Planning Authority, along with responses from the other statutory consultees. These responses, and those from residents and interested parties, were considered at Neighbourhood Plan Steering Group meetings held from June 18 through to October 18.

All responses to the Pre-submission Claverdon Neighbourhood Plan have been given full consideration by the Neighbourhood Plan Steering Group. Where possible and providing the response was relevant and appropriate, changes have been made to the Plan prior to concluding the Claverdon Neighbourhood Plan Submission Version and submitting this to the Local Planning Authority.

Appendix 2 details the responses received and the actions that were taken by the Neighbourhood Plan Steering Group