

# CHALGROVE NEIGHBOURHOOD DEVELOMENT PLAN CONSULTATION STATEMENT

**Status Final** 

## **CNDP Consultation Statement**

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#### 1) Introduction

The Neighbourhood Planning regulations 2012 require that a consultation statement should be provided by a qualifying body submitting a Neighbourhood Plan to the local planning authority. This document has been produced to fulfil that requirement.

In Part 5 of this regulation "consultation statement" means a document which:

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

Chalgrove Parish Council and the Neighbourhood Plan Steering Group have carried out consultation activities with community and statutory bodies as well as interested parties. This is to enable extensive engagement and involvement in the preparation of the Chalgrove Neighbourhood Plan

This consultation statement sets out details of all the events and activities carried out in the community and with key bodies identified as stakeholders. The engagement activities were carried out to ensure full inclusivity in the decision making throughout the development of the plan. It also aimed to promote fairness and transparency to help achieve a high quality Neighbourhood Plan for the Parish

This Consultation Statement document is available on the Chalgrove Parish Council Website <a href="http://www.chalgrove-parish.org.uk/NDP/CPCNDP.html">http://www.chalgrove-parish.org.uk/NDP/CPCNDP.html</a>

#### 2) Background

The CNDP process was initiated by Chalgrove Parish Council (CPC) in 2012, with the Chalgrove Neighbourhood Plan Area designated by South Oxfordshire District Council in 21 December 2012 (see map 1 overleaf).

Four members of the CPC were nominated to form a steering group of councillors: Ann Pritchard, David Turner, Andrew Maton and Jacky Nabb. In February 2014, the Steering Group met with 23 volunteers from within the community who had expressed an interest in assisting in the production of the CNDP.

Following that meeting a wider steering group was formed comprising of the nominated Parish Councillors and 6 other residents. This Steering Group was supported by South Oxfordshire District Council and Community First Oxfordshire (formerly Oxfordshire Rural Community Council). The Steering Group plus 10 additional interested residents formed four working parties to look at different aspects of the plan: Sites, Housing, Infrastructure and Living

The CNDP was discussed at each Parish Council meeting, originally the Steering Group included four Parish Councillors, following changes to the membership of the Council the Steering Group now includes five Councillors, Ann Pritchard (Chair), Jacky Nabb (vice chair), David Turner, Anthea Dudley and Angela Ziemelis.

Chalgrove Parish

Chalgrove Common

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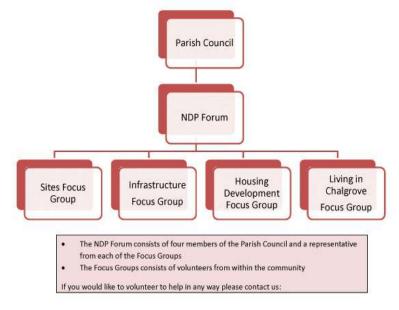
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Map 1 Chalgrove Neighbourhood Plan Area

#### Structure of the Chalgrove Neighbourhood Development Plan Team

The size and scale of the undertaking and the importance of gaining feedback and input from the community cannot be underestimated. To enable us to undertake the task of researching and documenting the plan we proposed that four focus groups were formed together with a steering group called the 'NDP Forum, the structure of the team is shown in the organisation chart below



#### 3) Approach to consultation

The aims of the Chalgrove Neighbourhood Plan Consultation were:

- e) To involve as much of the community as possible throughout all consultation stages of Plan development so that the Plan was informed by the views of local people and other stakeholders from the start of the Neighbourhood Planning process;
- f) To ensure that consultation events took place at critical points in the process where decisions needed to be taken;
- g) To engage with as wide a range of people as possible, using a variety of approaches and communication and consultation techniques;
- h) To ensure that results of consultation were fed back to local people and available as soon as possible after the consultation events.

#### 4) Consultation and Engagement

A full list of activity is included at appendix A, this includes:

#### 4.1 Consultation on issues and themes for the Neighbourhood Plan

- Three public meetings were held in Chalgrove Village Hall on 27th June, 20th July and 14th September 2013. At these meetings the Parish council presented the concept of Neighbourhood Plans and explained why they believed it was important that Chalgrove produce a plan to enable the residents to have a say where new development should take place and what that development should look like. Residents were asked to identify what was important to them by an exercise whereby they wrote on post it notes and placed them on the relevant areas. These were identified as
  - o Housing
  - Sites
  - o Infrastructure and
  - Living in Chalgrove.

CNDP's approach to the structure of the team was the formation of a Steering Group (Forum) and four Focus Groups one for each of the areas identified above. To involve the community in the preparation of the plan and inform it with views of the local people the Focus Groups were comprised of 4-5 residents and one member of the Steering Group. At the public meetings residents were also asked if they would like to volunteer to take part in the preparation of the Plan ranging from agreeing to be kept informed, delivering leaflets through to joining one of our Focus Groups. The events generated 550 comments and 92 volunteer forms, 23 of which expressed an interest in joining a Focus Group.

The event was advertised by banner, post office window display, articles in the Link Parish Magazine, Parish e mail and door to door leaflets.

- In January 2014 a letter was sent to each volunteer who had expressed an interest in joining a Focus Group inviting them to a meeting on February 25th 2014. Following this meeting the four Focus Groups were formed. The formation of the Steering Group took place at a meeting on 11 March 2014. The Forum has met on a fortnightly/weekly basis from this date to the submission of the final plan.
- From the launch meetings consultation feedback the Housing Development Focus Group, comprising of one Parish Councillor and 5 residents, worked with Oxford Community First (OCF) (formerly ORCC) to produce a Community Questionnaire which included a housing needs survey as well as questions on:
  - Current household
  - The size and shape of developments
  - Type of homes
  - The look and feel of Chalgrove
  - Sustainable homes
  - Getting around
  - o Recreation
  - Business and
  - Infrastructure
- In September 2014 a questionnaire was delivered to each home in Chalgrove by volunteers from within the community. Up to 5 members of each household could complete the questionnaire, once completed they were collected by volunteers, with the opportunity for the residents to deliver it to the post office or the parish office if preferred.
- The results were analysed by OCF between end September and end of December 2014, the report can be found on the Chalgrove Parish Council Website <a href="http://www.chalgrove-parish.org.uk/NDP/CPCNDP.html">http://www.chalgrove-parish.org.uk/NDP/CPCNDP.html</a>
- Public meetings were held on 14 February and 1 March 2015 at Chalgrove Village Hall to share the findings of the NDP Questionnaire. This event was advertised by Post office window display, article in the Parish Magazine posters in the village, PC email, Facebook and notices at the entrances to the village from the B480. Developers and landowners were invited to attend these public meetings, subsequently the reports and presentation were published on the CNDP website

## Neighbourhood Plan



## **Consultation Launch** Meeting

Thursday 27th June 8.00 pm repeated on

Saturday 20th July 11.00 am **Chalgrove Village Hall** 

Our Neighbourhood Plan will have legal status and shape the future housing development in our village - please come and give us your important views

If you require any further information please contact Jo Donoghue, Parish Clerk on 01865 890432 or email info@chalgrove-parish.org







#### LAST CHANCE!

By public demand we are repeating the

#### Chalgrove Neighbourhood Development Plan **Launch Meeting**

Saturday 14th September Village Hall at 11.00 am

Our Neighbourhood Development Plan will cover:

- Housing
- Infrastructure e.g. roods, sewers etc.
   Community Life

and affects all of us, older, younger and children

It is important for YOU to tell us what YOU WANT!

Your Village

If you are unable to attend the meeting but would like to be logit updated by email, please email into the logit updated by email, please email into the logit operatory with your name and email address. [These will be held confidentially only for the use]

## Chalgrove Neighbourhood Plan

## Community Questionnaire





Prepared by Chalgrove Neighbourhood Development Plan Group September 2014





#### CHALGROVE - 2031

This is your opportunity to shape the future of our village.

#### Why have I received this?

- Chalgrove has grown significantly since the 1960s and so far most of this change has been decided by developers.
- The Neighbourhood Plan lets residents make clear how they want the village to develop.
- To be approved, we need evidence the plan reflects the views of residents.

#### Why should I fill it in

 With no Neighbourhood Plan we have no control over the type of development we have and where it goes. That is why it is important to complete this questionnaire.

#### How will it work?

- Someone has delivered this form through your door.
- Most questions just require a tick against your preferred answer(s). It shouldn't take long.
- Each member of the household, aged 16 and over, has the opportunity to answer the
  questionnaire.

#### Must I answer all the questions?

This questionnaire is made up of three parts.

- Part 1 is questions important to help us shape the Neighbourhood Plan for Chalgrove.
- Part 2 is a Housing Needs Survey that we have to do as part of the planning process.
   The more questions you answer from Parts 1 & 2 the more useful your form will be to us but please return it even if you decide to leave some questions blank.
- Part 3 is ONLY for people who need a new home in Chalgrove.

#### Is it confidential?

#### Yes - it is totally confidential

- The form does not contain any information that identifies you personally.
- There is no way of linking it to your specific address.
- No-one in the village will ever see what's ticked on any of the forms. We will post them
  direct to the Oxfordshire Rural Community Council, who do all the data processing for us
  and send us the statistical outcomes and comments.

L

#### 4.2 Consultation on Sites Proposed for Development

Call for Sites

In October 2013 CNDP wrote to all landowners in the Parish requesting details of any land available for development. From this eleven potential sites were identified and would be measured against an agreed set of Site Criteria

Site Criteria

The issues identified by the community in the initial launch meetings were:

- Flood Risk including drainage and sewage
- Traffic Impact including parking
- Proximity to the village
- Transport
- Borders Existing Village
- Conservation, wildlife and nature
- Landscape impact
- Heritage

These were used to form the criteria against which all sites will be assessed. This criteria was presented to the community at a public meeting on 17th May 2014. Residents were asked to prioritise the criteria to be used when assessing all potential sites using a form supplied by the CNDP team. Following the meeting the form was made available on the website and in the Parish Office for anyone who missed the meeting to give their views. We received and analysed 170 forms the results were published in the July issue of the Link Magazine and on the CNDP website.



# Chalgrove Neighbourhood Development Plan



## Chalgrove Neighbourhood Development Plan

# Sites Criteria Consultancy - SATURDAY 17th May 2014 John Hampden Hall 10.00 - 12.00.

Our next step is to ask you about the criteria for reviewing the proposed sites that have been made available for development.

To do this we will be holding an open meeting at the John Hampden Hall. It is here you will be able to review the sites that have been made available and tell us what you think should be considered as important for choosing each site.

Please make some time to come and give us your input.

It is a Neighbourhood Plan for your village and you have a say; we need your feedback.

Comments can also be made on the website, please visit to get more information:

www.chalgrovendp.co.uk

# Missed the site criteria consultation? You can still give us your feedback

You can review the available sites and the site criteria here and tell us what you think should be considered as important for choosing each one.

Please select your 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice from the attached list of criteria and send them to us via the 'Have Your Say' Page or email us via the 'Contacts' Page. The criteria consultation form can be used as an attachment to your e mail

YOU CAN MAKE A DIFFERENCE Deadline for comments is June 20th

- Between June and November 2014 the CNDP site focus group reviewed each site against each of the criteria. This involved visiting and researching each site. In turn, this was reviewed by the steering group and a site assessment document produced. The results were shared at public meetings on 8th and 23rd November 2014.
- In October 2014 CNDP wrote to all landowners and developers that had put forward proposed sites for development to invite them to public meetings being held on 8th and 23rd November 2014 to present their proposed sites to the community. The details of the criteria to be used in site selection were included in the meetings.
- Public meetings were held on 8th and 23rd November in Chalgrove Village Hall, a
  presentation by the CNDP team was followed by three presentations by developers who had
  accepted the invitation to attend the meeting. The developers left after their presentation
  following which the residents were invited to view the results of the site assessment for all
  11 sites and to rank them in preference. This event was advertised by Post Office Window
  display, article in the Parish Magazine, posters, PC email, Facebook and notices at the
  entrances to the village from the B480
- From this meeting, and further analysis of the site assessment, some of the sites were ruled out on planning grounds such as flooding and access. A short list of two potential development sites were selected, a public meeting was held on 7th June 2015 where developers of the two shortlisted sites presented their plans for 82 homes, which was the allocation of homes CNDP were given at that time. Following the presentations residents had the opportunity to speak to the developers and to indicate their preferred option.
- An electronic survey was made available on the CNDP website following the public meeting
  to give residents who had not been able to attend the public meeting to express their
  preference. The survey was closed on June 20th.
- February 2016 a Public Meeting was held to present the revised Environment Agency Flood Map which was the result of remodelling carried out on part of the village. This remodelling and revised map did not cover all of the proposed development sites and the impact on the NDP site selection was discussed. The residents attended that meeting expressed the wish that the CNDP commissioned further flood modelling to ensure that all sites were measured against the same criteria and that grant funding should be sourced.
- July 2016 an article was published in the Link Parish Magazine announcing the increased housing allocation to 200 homes as advised by SODC preferred option 1. Also to announce that the funding had been received to commission the flood report.
- Following the increase in allocation the developers of the two preferred sites revised their plans to provide additional homes. These plans were presented at a public meeting on 6
   October 2016 and the residents invited to indicate their preference.



### Chalgrove Neighbourhood Development Plan



#### SITE CONSULTATION MEETING

Saturday 8 November 2014

and again on

Sunday 23 November 2014

In the

#### **VILLAGE HALL CHALGROVE**

The meeting starts at 11.30 with a briefing on the work done so far

Followed by YOUR opportunity to consider the potential sites and let us know your preference

Please come along for the 11.30 briefing

We look forward to seeing you there

YOU CAN MAKE A DIFFERENCE

Website: www.chalgrovendp.co.uk

e mail: info@chalgrovendp.co.uk







#### 4.3 Consultation on sustainability assessment

The Living in Chalgrove Focus Group contributed to compiling evidence for and the preparation of the Sustainability Scoping Report. The Steering Group produced a draft Sustainability Appraisal scoping report which was made available for comment at the public meeting on June 7th 2015 and sent on 8 August 2015 for formal consultation to the following statutory bodies:

- The Environment Agency
- Natural England
- Historic England

In response to comments from the consultees, some elements were revised and some material added to the evidence base for the NDP as summarised in Appendix D.

#### 4.4 Consultation on vision and objectives and policies

- Feedback from community consultation from public meetings and the results of the Community Questionnaire informed the CNDP vision and objectives which were prepared by the CNDP Steering Group in consultation with OCF and presented at a public meeting on 27 Feb 2016. Feedback from the public meeting confirmed that these were correct to meet the requirements of the CNDP. The vision and objectives were also displayed at the public meeting held on 6 October 2016 to review the revised site plans
- The draft polices were produced by the Steering Group in consultation with OCF and SODC and presented, at a public meeting on 18 March 2017 together with the vision and objectives. At this meeting a plan of the preferred site was also presented

#### 4.5 Consultation on Pre submission draft

- The pre submission draft was produced by the Steering Group in consultation with OCF and SODC, and formal letters sent to 58 consultees taken from the statutory list provided by SODC on 27 April 2017. The deadline for response to the consultation was June 5th 2017. The list of consultees can be found at appendix B. A public meeting was held on May 7th 2017 where the pre submission draft and all supporting documents were made available. Following the meeting copies of all documents and feedback forms were made available at the Parish Office, posters were sited at the entrances to the village from the B480 and Berrick Road giving the deadline to respond as June 5th.
- A list of businesses and organisations consulted on the draft plan can be found at Appendix

#### 5) Summary of issues raised and changes to the Plan

 The changes made in response to the pre submission Draft Plan (dated April 2107) can be found in Appendix E



YOU CAN MAKE A DIFFERENCE
Chalgrown has been allocated 80+ bornes in the SODC core strategy 2007. A new study of bousing need in Orderchabler has indicated that more housing is needed than SODC planned for in their cameral plant hay are therefore starting the process of prepringing a new local plant and, as part of that process, are reviewing the sumber of hornes allocated to larger whapes, including Chalgrown

that princess, are necessing the curried of hories allocated to larger whapes, including Chaign For more information on the local plan with the SODC website, ways continuous provide. The hospithourhood Plan allows you to have a say on the type of new hornes that are develop and where they are built, without a Neighbourhood Plan the stees and housing mis would be decided fig. in and we would not have the same input. The Chalgrow Mosphourhood Plan Focus Groups have been formed, including local resident will written, to messen's, constant, and provide recommendations in the following Focus areas: Chalgrow Housing Sites.

Chalgrow Housing Sites Using in Chalgrow
Chalgrow Housing Sites Chalgrow
Chalgrow Housing Sites Chalgrow
Sites have been made available for development by landowners, and each of these sites will be
reviewed against a set of criteria, which will include a flood risk assessment.
You were asked to tell us what you believe is important to be considered for each site at a
meeting in May, And for those of you that were not able to make the meeting your views could
be given up the wobsite sewechalgrowering.co.uk
You will be a site of in the forthoring housing survey to tell us what types of homes and
development you think is needed, what you think is special about Chalgrows and what you would

like to see improved.

You will be consulted on various aspects of the plan throughout the process and then when it is produced you will be able to vote on it. If it gets more than a 50% vote it will become a statuto document against which all planning applications are reviewed. rt against which all planning applic



#### Emergency Planning - helping our community ...

The Parish Council are working on your Emergency Plan so that, in the event of an emergency occurring in Chalgrove, there is a clear archemistering of the roles and responsibilities of the various support agencies, and a plan to enhalt local people to help others in the contension, a edition, and a plan to enhalt local people to help others in the contension, a edition of a for of contacts abouted residents require help in the event of an emergency.

The plan is intereded to provide a self-feelp response, during any emergency affecting the Village when the normal response by the Emergency Services and County or Ostrict Councils is deliver because of the scope or nature of the emergency. We resembly write to you all requireding voluntows to assist in the event of an attergency, and were thirted that so many of you responded. We will be writing to those volunteers shortly to obtain their thoughts on the draft plan, and secretain what level of assistance they can provide. We are luckly to have in a Village where so many are witing to help others, with a community upit that outdoors of others, New we have to get that community spirit down on paper, with a clear and concine Emergency Plan.

#### **Public NDP Meeting** Thursday 6th October 2016 3pm 'til 8pm Chalgrove Village Hall

weral months ago the Parish Council were informed of an increase to our housing allocation from 82 homes to 200 homes. As a result, the developers for the two preferred sites have revised their

ncil will be hosting a public drop-in event so that you may view the new propor or each site



CHAL 1/10/11

#### CHAL 7

is available for hire, and has proven to be a hit. for parties, meetings and musical events. or half hire rates please visit the Parish Council website or call the Clerk.

#### Plots are currently available

if you wish to apply for a plot on either of the two Parish Council allotment sites [Mill Lane and the Bypass) please contact the Clerk

#### Do you have what it takes to become a Parish Councillor?

Do you have a desire to support local people and local projects? Would you like to voice your opition on local issues and services? Do you have some spare time and want to do something useful? Would you like to volunteer alongside likeminded po

#### Chalgrove Parish Council may have vacancies in the near future and will be welcoming suitable applicants aged 18+

Chalgrove Parish Council meets monthly, on the first Thursday of each month, alongside several onth Committee meetings.

To become a Parish Councillor you must:

- be a British citizen, or a citizen of the Commonwealth or the European Union
- be 18 years of age or older for the whole of the 12 months prior to applying you must have i) been an elector of the parish and either occupied/owned/rented premises in the parish, or ii) resided within 3 miles of the boundary of the parish, or iii) had your principal or only place of work in that area

If you wish to find out more about the role of a Parish Council, please contact the Clerk.



#### Chalgrove Neighbourhood Development Plan



Following the remapping of the flood zones for part of Chalgrove, a revised flood map is due to be published by the Environment Agency in February of this year. This has had an impact on the site selection and has caused a delay in the production of the plan.

We are still working towards the site selections and continue to formulate the policies and work towards the completion of the plan.

To preserve and enhance the look and feel of a village, our nmunity spirit and our countryside whilst accommodating our identified sing and community needs"

The decision to revise Chalgrove's flood mapping was made by the Environmer Agency following mapping work undertaken by EdenVale Young on behalf of a group of residents. The new map is being used now by all local agencies for all development purposes and will be placed in the public domain in February via the Environment Agency website. The NDP Committee will ensure that links to the new map are placed on the Parish Council website

#### Your Councillors

Chairman: Clk. Ann Pritchad Vice Chairman: Clk, Ray Reed
District & Parish Councillor: Clk. David Turner
Clks. Ken Bothy, Even Gray, Timy Aci, Pad Callins, Jacky Robb, And; Matter, Arthus Cudley and Bitan

Parish Council Committees and channan of each Committee Albitmets - Clr. Tony Ass Frodgath & Lightny - Clr. Tary Nasd France & NP. Clr. Jodny Nabb Communication - Clr. Judy Nabo Backwalton - Clr. Tony Ass

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### Chalgrove Neighbourhood **Development Plan**



Chalgrove Neighbourhood Development Plan (NDP) Committee continue to meet weekly in order to finalise the plan. The pre-submission document Idraft plan) was submitted to SODC on the 24th April and the 6 week public consultation ends on the 5th Jun The draft plan, and all supporting documents, can be viewed online at:

http://www.chalgrove-parish.org.uk/NDP/CPCNOP.html

All comments are appreciated and can be sent via email to the Parish Clerk, preferably by the
24th May - info@chalgrove-parish.org.uk



CHAL1/10/11 (west of Chalgrove) is the NDP preferred site and can be een to the left. Those wishing to follow the progress of CNDP can at the chalarovendo co uk

Wates, the developer for CHAL7 (wast of Chalgrove) had submitted a planning application to build 120 homes. The Parish Council and NDP Committee were successful in their attempts to have the application refused at an SOOC Planning Committee meeting. Thank you to all those that attended, and to the members of SHIELD for their continued support.

#### THE LOCAL PLAN - CHALGROVE AIRFIELD

outh Oxfordshire LDCAL PLAN 2033, second preferred options, has recently been published. roposed development on Chalgrow Airfield is still included in this plan, although it does not ave such a high priority. Martin Baker Ltd will stay.

have such a high priority, Martin Baker Ltd will stay.

"I and within the developable area identified at Chalgrove Airfield, will be developed to
deliver approximately 3,000 new homes, 5 hectares of employment land, 5 plots for travelling
show people and supporting services and facilities."

Chalgrove Parish Coundit will continue to oppose any development on this site for sound
planning reasons, including risk of flooding and congested road networks.

SHEED (Suttainable Housing Instead of Exercisive Local Development ) is the local protest group, which has the support of the Parish Council. You will be hearing more from shern in the future. Consultation on this latest plan is open now until 17th May 2017. Last time the village responded magnificently, please do so again to ensure your views are

eard. complete the questionnaire online at 500C website or send respon-

SODC Planning Office, 135 Eastern Averue, Militon Park, Ablegdon. Oct 14 458 information and response sheets can be found in the Post Office, or can be emailed over to you by contacting the Clerk, to Murphy, on info@chalgrove-parish.org.uk



#### **CNDP Consultation Statement**

#### 6) CONCLUSION

The Chalgrove Neighbourhood Development Plan Consultation Statement and its appendices are considered to comply with Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations.

All information, including appendices, is available at <a href="http://www.chalgrove-parish.org.uk/NDP/CPCNDP.html">http://www.chalgrove-parish.org.uk/NDP/CPCNDP.html</a>

The purpose of the consultation process is to ensure the local community and stakeholders were fully involved in the process. Their responses informed and shaped the plan throughout the process. All responses received were considered at length by the NDP Steering Groups and, where necessary, changes were made, prior to submitting the NDP to the LPA.

Responses made by the Statutory Consultees, and the consideration given to them by the NDP Steering Group, are included in Appendix E. Copies of the full responses from Oxfordshire County Council, Oxfordshire County Council, Leigh & Glennie Ltd, Gladman Developments Ltd, Boyer o.b.o. Wates Development and South Oxford District Council can be found in Appendix F.

The CNDP Steering Group has been in regular contact with the SODC during the preparation of its NDP to ensure it is in conformity with the Local Plan at all times. SODC suggested some amendments to the Pre-Submission Neighbourhood Plan that were incorporated into the plan.

The Chalgrove Neighbourhood plan is supported by a Basic Conditions Report and by this Consultation Statement both of which adequately cover the requirements set out in the Regulations.

This Consultation Statement demonstrates the publicity, consultation and engagement of the Plan with the community and stake holders throughout the Plan's preparation.

Chalgrove Parish Council presents this Plan as a policy document that has the support of the majority of the community who have been engaged in the process.

#### **CNDP Consultation Statement**

#### **Appendices**

- Appendix A Plan of Chalgrove NDP Consultation Activities and public engagement
- Appendix B Pre Submission Consultation
- Appendix C Communication and Publicity
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