

Boughton Aluph & Eastwell Parishes Neighbourhood Plan

Consultation Statement April 2019

N.B. This document is a work in progress which we are sharing with you to show the consultation we have carried out to date. The document will be completed for submission to the Local Planning Authority alongside the second draft (Regulation 15) Neighbourhood Plan.



Boughton Aluph & Eastwell
PARISH COUNCIL

Contents

Page

Consultation Process

Discovery Phase

Neighbourhood Plan Survey

Regulation 14 Pre-submission Consultation

Annex A	Examples of publicity material used to promote engagement events
Annex B	Neighbourhood Plan Survey
Annex C	Neighbourhood Plan Survey Report
Annex C	Public notice and text of letter/email sent to statutory bodies and other interested parties regarding Pre-Submission Consultation
Annex D	Schedule of comments and responses to Pre-Submission Consultation

Consultation Process

Introduction

This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012 in respect of the Boughton Aluph and Eastwell Parishes Neighbourhood Plan (BAE NP).

The legal basis of this Consultation Statement is provided by Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations, which requires that a consultation statement should:

- Contain the details of the persons and bodies who were consulted about the proposed Neighbourhood Plan;
- Explain how they were consulted;
- Summarise the main issues and concerns raised by the persons consulted; and
- Describe how these issues and concerns have been considered and, where relevant, addressed in the Neighbourhood Plan.

The policies contained in the BAE NP are as a result of considerable interaction and consultation with the community and businesses within the parishes of Boughton Aluph and Eastwell over 3-4 years. Work has involved public meetings, community events and a survey of households. Views and interactions from this process led to an overarching Vision in Section 3 of the BAE NP and set of objectives which, in turn, form the basis for the key policies set out in Section 5 of the BAE NP.

Steering Group

The production of the Regulation 14 Neighbourhood Plan has been overseen and coordinated by the volunteer Steering Group which was formed to lead the BAE NP in April 2015. The terms of reference for the Steering Group, membership and meeting minutes can be found at www.parishplan.uk/neighbourhood-planning-group. To support the draft Neighbourhood Plan, the Steering Group researched evidence papers on a series of topics. 36 meetings of the Steering Group were held to develop Regulation 14 Neighbourhood Plan plus site visits and informal working group meetings.

Website, e-newsletter and social media

In June 2015, the Parish Council set up a website for the Neighbourhood Plan to keep residents informed about the project at every stage, www.parishplan.uk and to facilitate local debate.

Residents could enter their details on the website to sign up to receive an e-newsletter about the Neighbourhood Plan. In addition, attendees at events were invited to sign up to receive an e-newsletter. The Neighbourhood Plan website holds an [archive of copies of all e-newsletters](#) together with coverage in local media.

Social media accounts were also set up in June 2015 to communicate with residents. These are:

- [@parishplan Twitter account](#) (231 followers at April 2019)
- [A Neighbourhood Plan for Boughton Aluph, Eastwell & Goat Lees Facebook Page](#) (61 following at April 2019)

Public events & consultation activities

There have a series of phases of consultation on the Neighbourhood Plan. These are summarised below.

Initial public consultation

The Parish Council set up a subcommittee in July 2013 to review the existing Parish Design Statement and to consider the feasibility of producing of a Neighbourhood Plan. A public meeting took place in November 2013, attended by 53 local residents at which the Parish Council put forward the idea of a Neighbourhood Plan to supersede the Parish Design Statement with the community.

In December 2013, the subcommittee held a public meeting at which Simon Cole, then Policy Manager in Planning and Development Services at Ashford Borough Council, was invited to outline the process of developing a Neighbourhood Plan. 18 local residents were present. 14 came forward to offer their support to help the subcommittee. Subsequently, 5 sub-groups were formed, each covering a different part of the parish. Each sub-group was charged with canvassing views on whether residents wanted a Neighbourhood Plan and to gain some initial feedback about potential development in and around the parish.

In February 2014, a further public meeting was held at which Carly Pettit, Planning Officer at Ashford Borough Council and Borough Councillor Winston Michael gave presentations about Neighbourhood Planning. 22 local residents were present at the meeting. Following which, the Parish Council made an application to the Local Planning Authority for a Neighbourhood Area to be designated (see regulation 5 of the Neighbourhood Planning (General) Regulations 2012 (as amended)). This corresponds to the designated area covered by Boughton Aluph and Eastwell Parish Council. The Neighbourhood Plan designation was approved by Ashford Borough Council on 12 June 2014.

In April 2015, the Parish Council appointed the volunteer Steering Group which has overseen the development of the Regulation 14 Neighbourhood Plan. Two Parish Councillors sit on the Steering Group. The Chair is appointed by the Parish Council.

Discovery – September 2015

As a starting point to preparing the Neighbourhood Plan, the Parish Council held 4 community consultation events in September 2015 at which residents were asked to consider the following questions as part of a discussion of [local issues](#) and the [potential development sites](#) in our parishes.

- what is good about our area?
- what is bad about our area?

- what makes our parish good to live and/or work in?
- what pressures affect our area now or in the future?
- what needs to change?

[A letter about the Neighbourhood Plan and the consultation events](#) was sent to every household. Banners were displayed at strategic locations around the parishes in the weeks leading up to the events. Articles appeared in the Parish Magazine and local media.

In total, 236 residents took part in the discovery phase of our community consultation.

Location	Date	Attendees
Goat Lees Primary School	Thursday 17 September 2015, 7.00pm to 9.00pm	17
Goat Lees Community Hall	Friday 18 September 2015, 7.00pm to 9.00pm	9
Iron Room, Boughton Lees	Saturday 19 September 2015, 11.00am to 2.00pm	57
Sandyacres, Sandyhurst Lane	Sunday 27 September 2015, 11.00am to 4.00pm	153
	Total	236

Key findings

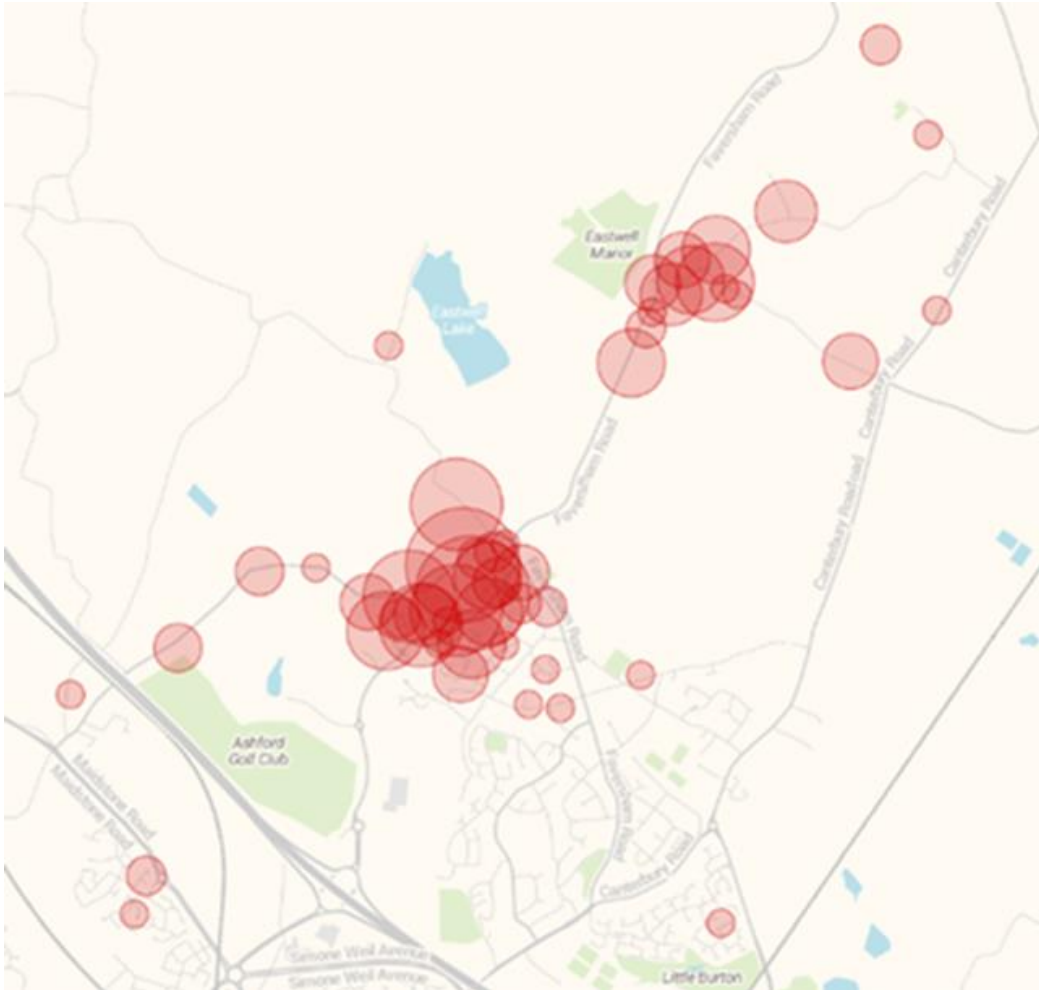
Participants were asked to add their comments to our display boards. 932 post-it notes with comments were provided over the four discovery events. The results of the consultation can be found on the website:

- [Overview of key findings](#)
- [The detail](#)

Participation

All ages were represented at the events. One of the youngest contributors was 6 years of age. Another had recently celebrated his 86th birthday. There was a good representation of views from across our parishes. The following map shows the postcodes of contributors. The size of the bubble indicates the relative number of people from each postcode in the parish who attended.

There were no specific groups that were felt to be under-represented throughout the process. Attendance at the engagement events was from a wide cross section of the community that broadly represented the demographic mix of the parishes.



Map showing postcodes of contributors to Discovery consultation

Neighbourhood Plan Survey – March/April 2016

In March-April 2016, the Parish Council held a Neighbourhood Plan Survey so that we could ensure that the Neighbourhood Plan is based on a proper understanding of the views, wants and needs of local people and businesses. Our volunteers delivered a survey form to every home and business in our parishes. Banners and posters were put up to announce the survey. An e-newsletter was sent out and details posted on social media.

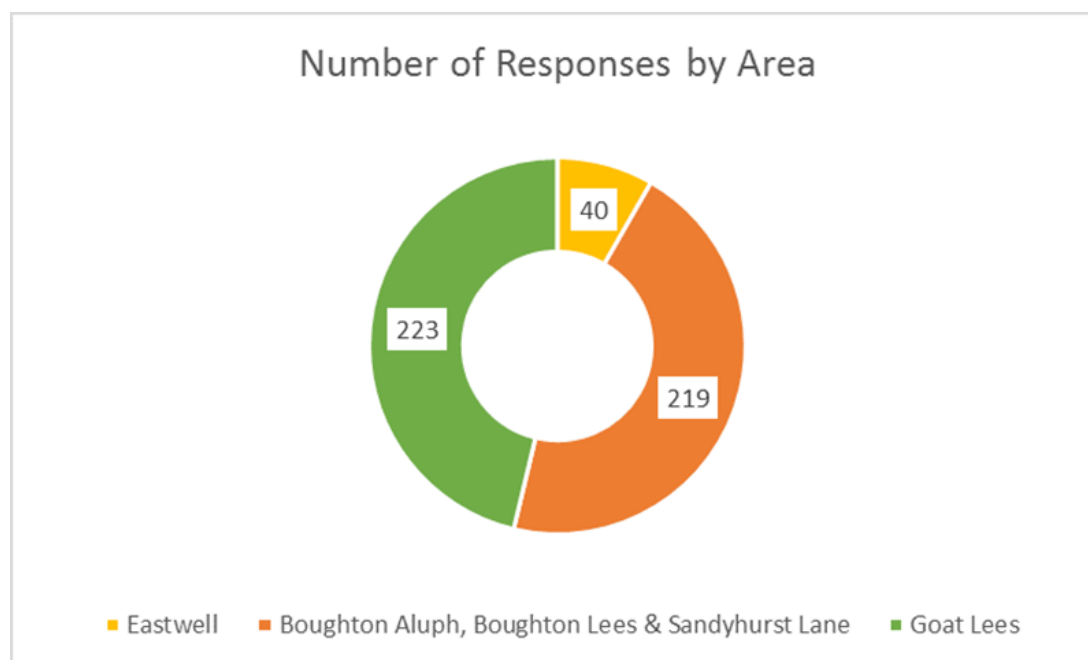
Residents were asked to give their opinions on a set of draft objectives for our Neighbourhood Plan, developed from our earlier consultation with residents. We asked for responses from all ages.

[See a copy of the survey form.](#)

Residents were asked to fill in the survey by 17 April 2016. Responses were anonymous. The survey could be completed on paper or online. A telephone helpline was set up for anyone needing assistance to complete the survey. Reminder notices were delivered to all homes in advance of the deadline for responses. Our volunteers called at homes and businesses between 18-23 April 2016 to collect the paper copies of the survey.

Participation

We received **482** completed survey forms, equivalent to 46% of households in our parishes. There was a good representation of views from all parts of the parishes and from all ages. The majority of the responses came from residents who have lived in our parishes for more than 5 years.



Key findings

The survey responses were independently analysed by planning and regeneration consultancy, People and Places Partnership. There was a great deal of consensus in the survey results which gave a clear direction for the Neighbourhood Plan.

- [Boughton Aluph & Eastwell Neighbourhood Plan Survey Report 2016](#)
- [Neighbourhood Plan Survey: The Results – analysis against draft objectives](#)
- [Summary of Key Findings](#)

Follow up events

In July 2016 the Parish Council held 3 community feedback events to present the key findings of the survey back to the community. Invitations were delivered to every household and business in the parishes. The events were advertised with posters and banners and online.

Location	Date
Iron Room, Boughton Lees	Saturday 23 July 2016, 11.00am to 1.00pm
Sandyacres, Sandyhurst Lane	Sunday 24 July 2016, 11.00am to 1.30pm
Goat Lees Community Hall	Saturday 30 July 2016, 11.00am to 1.00pm

Regulation 14 Pre-submission Consultation – April/May 2019

As part of the requirements of the Localism Act 2011 and Regulation 14 of the Neighbourhood Planning (General) Regulations 2012, the Parish Council is undertaking a six week Pre-Submission Consultation on the draft Boughton Aluph and Eastwell Parishes Neighbourhood Plan. The consultation will close on 19 May 2019.

To announce the consultation, postcard flyers will be delivered to every home and business in the week of 1 April 2019. Posters will be displayed on parish noticeboards. Articles will feature in the April and May editions of the Parish Magazine. An e-newsletter will go to 373 subscribers. Messages will be posted on social media.

Website

A copy of the Regulation 14 Draft Neighbourhood Plan will be posted on the home page of the Neighbourhood Plan website, together with a summary of the Draft Plan and a link to an online questionnaire about the Draft Plan.

Details will also be posted on the [Parish Council's website](#) and the websites of the two local Residents' Associations.

- [Sandyhurst Lane Residents' Association](#)
- [Boughton Aluph & Eastwell Residents' Association](#)

Posters

A public notice about the consultation will be posted on the Parish Council's 5 official noticeboards located at Boughton Lees, Kempes Corner, Sandyhurst Lane, Eastwell Towers and Goat Lees Community Hall. See Annex X. Posters will also be put up in the 3 community halls, the pharmacy and café at Eureka Place and the two public houses in the parish.

Exhibitions

[3 community exhibitions](#) are planned over the 6 week consultation period. Banners advertising the events will be placed at strategic locations from 2 weeks before each exhibition. Details of the events will feature in a local magazine delivered free to every home in our parishes.

Questionnaire

Attendees at the community exhibitions will be invited to complete a paper copy of the questionnaire about the Draft Neighbourhood Plan. The questionnaire will also be available online.

Social media

Details of the consultation and community exhibitions will be posted on the social media accounts set up by the Steering Group:

- [@parishplan Twitter account](#)
- [A Neighbourhood Plan for Boughton Aluph, Eastwell & Goat Lees Facebook Page](#)

Plus the following local social media accounts:

- Friends of Boughton Aluph & Eastwell Facebook Group (297 members)
- Kennington Forum (2,002 members)
- Lenacre Action Group (48 members)

Statutory and non-statutory consultees

In accordance with requirements of the Neighbourhood Planning Regulations, relevant statutory consultees were notified by letter or email. These include Ashford Borough Council, Natural England, the Environment Agency, Historic England, utility companies and neighbouring parish councils.

In addition, a range of parties that the Parish Council considered were likely to have an interest in the Draft Plan were also written to. These included Residents' Associations and local businesses and landowners. In total, 78 bodies and individuals were contacted. All parties were advised to download a copy of the Draft Plan, but were advised that hard copies could be issued on request. A copy of the text of the emails/letters can be found at Annex X.

[See the full list of statutory and non-statutory consultees.](#)

Stakeholder consultations

Throughout the process of developing the Neighbourhood Plan, the Steering Group have held regular meetings with officers at Ashford Borough Council (ABC).

The Parish Council submitted a formal screening request regarding the need for a Strategic Environmental Assessment (SEA) or Habitat Regulation Assessment (HRA) of the draft BAE NP in October 2018. ABC provided screening report in December 2019, stating that neither a SEA nor HRA was not required. A copy of the Screening Report is included as part of the supporting evidence base.

Key Responses from Consultation

April 2019