

STRETE NEIGHBOURHOOD PLAN



Draft Statement of Consultation

November 2017

Submitted by the qualifying body:

Strete Parish Council

<http://strete.org.uk/council/>

for:

Strete Neighbourhood Plan

<http://strete.org.uk/neighbourhood/>

CONTENTS

1. Introduction
2. Legislative framework
3. The context for the Strete Neighbourhood Plan
4. Initiating the process
5. Consultation undertaken
6. The draft Strete Neighbourhood Plan

APPENDICES

Appendix 1 – Terms of Reference

Appendix 2 - List of bodies and organisations consulted on the draft plan

Appendix 3 – Summary leaflet delivered to all households in the plan area

SUMMARY

This consultation statement accompanies the draft Strete Neighbourhood Plan.

It meets the requirements laid down in the Neighbourhood Planning (General) Regulations 2012 (hereinafter referred to as “the Regulations”) and sets out:

- *details of the persons and bodies who were consulted about the plan;*
- *an explanation of how consultation was carried out;*
- *a summary of the main issues and concerns raised through the consultation; and*
- *a description of how those issues and concerns have been considered and addressed in the plan.*

The steering group is grateful to the district council, other bodies and the local community for their help and involvement in shaping the plan.

INTRODUCTION

1. This statement sets out the way in which the consultation undertaken as part of the Strete Neighbourhood Plan meets the requirements of the Regulations.
2. Strete Parish Council is the qualifying body responsible for the preparation, consultation and submission of the neighbourhood plan. It has been assisted in the process by a steering group and local consultants. The neighbourhood plan group's Terms of Reference are at [Appendix 1](#).
3. The Strete Neighbourhood Plan area has been designated as the whole of Strete parish.



LEGISLATIVE FRAMEWORK

4. Part 5, paragraph 15 of the Regulations sets out the requirements for the qualifying body (Strete Parish Council) to submit the plan to the local planning authority, thus:

15 — (1) Where a qualifying body submits a plan proposal to the local planning authority, it must include –

(a) a map or statement which identifies the area to which the proposed neighbourhood development plan relates;

- (b) a consultation statement;*
- (c) the proposed neighbourhood development plan; and*
- (d) a statement explaining how the proposed neighbourhood development plan meets the requirements of paragraph 8 of Schedule 4B to the 1990 Act.*

This document fulfils requirement (b).

5. Section 15(2) of Part 5 of the Regulations sets out what a consultation statement (such as this one) should contain:
 1. *details of the persons and bodies who were consulted about the plan;*
 2. *an explanation of how consultation was carried out;*
 3. *a summary of main issues and concerns raised through the consultation; and*
 4. *a description of how those issues and concerns have been considered and, where relevant, addressed in the plan.*
6. This statement meets those requirements, particularly in that part of the statement at para's 29-36 below.

THE CONTEXT FOR THE STRETE NEIGHBOURHOOD PLAN

7. Strete is a high coastal village with outstanding sea views across Start Bay. The parish lies entirely within the South Devon AONB and at the heart of the village is a Conservation Area. The parish is home to about 400 people and the village still provides local facilities including a shop/post office, a pub, a restaurant, a parish hall, a parish church, a chapel, a village green, a community woodland and a children's play park.
8. The area is popular with holidaymakers and the local economy rests primarily on tourism and agriculture. Job opportunities are few and house prices are high which can make it hard for local people, especially the young, to afford to stay in the parish.
9. In February 2014 the community was invited to attend a meeting arranged by a housing developer to discuss proposals for development in the village on a green field site known as Cox's Farm Fields. Following that meeting South Hams District Council refused the proposal on the grounds that the developer had not followed the correct consultation process and the size of the proposed development was based on an out of date Housing Need Survey.
10. Following this Strete Parish Council asked South Hams District Council to organise a new Housing Need Survey for residents of Strete community to complete and return. In the light of the Housing Need Survey results Strete Parish Council resolved in July 2015 to develop a Neighbourhood Plan for Strete. The plan aims to address local issues and priorities and to continue to involve the local community in making sure that change and development in future are for the good of the parish.
11. The neighbourhood plan's vision for Strete is:

to grow slowly and sustainably so that its high coastal character, sea views and natural beauty are preserved while meeting local needs and improving local services.

12. The plan aims to create a place where the following objectives are achieved:
 1. landscape character setting of the parish is maintained and enhanced;
 2. the sensitivity and prominence of the seaward landscape is suitably protected;
 3. valued local green spaces are maintained and enhanced;

4. local heritage is conserved and enhanced, and new buildings well designed;
 5. local tranquillity and dark skies are conserved;
 6. people are able to move more freely, safely and conveniently in and around the village;
 7. local needs are met through small organic developments, in scale with the locality;
 8. there is economical use of resources, with steady progress towards zero carbon energy and water footprints;
 9. local services are maintained, enhanced and extended; and
 10. community well-being is enhanced and with growing opportunities for people of all ages to contribute to the life of the community.
13. The plan's policies and proposals are laid out under three main headings:
- i. The Environment
 - ii. Development and Homes
 - iii. People and Community
14. The local community has shaped the plan, as is described below, and its policies and priorities respond to the issues and aspirations they have raised.

INITIATING THE PROCESS

15. On 16th July 2015 Strete Parish Council resolved to prepare a neighbourhood plan following the publication of a Housing Needs Survey undertaken by South Hams District Council on behalf of Strete Parish Council. [Housing Needs Survey 2015](#)
The parish council is the appropriate “qualifying body” under the Regulations.
16. To begin the process two open public meetings were called in the Parish Hall in August and September 2015. 120 members of the community attended over the two days during which they contributed their comments and views on various issues in the parish including housing development. Click on:
[Strete Village Day Newsletter August 2015](#)
[1st Public Open Day August 2015](#)
[2nd Public Open Day September 2015](#)
17. An application to register the Neighbourhood Plan Area Designation for Strete together with Terms of Reference was submitted to South Hams District Council on 8th October 2015. This was approved after the regulation consultation period on 19th November 2015. [SHDC - Neighbourhood Plan Area Designation Terms of Reference](#)

CONSULTATION UNDERTAKEN

18. On 12th October 2015 community members of Strete Parish attended a meeting in the Parish Hall where volunteers were invited to form a Steering Group. In total 23 residents volunteered – 15 Steering Group members and 8 to assist as Working Group members.
19. During October, November and December 2015, Steering Group and Working Group members categorised and summarised the comments received from the community at the two open meetings in August and September to identify the key issues that could be addressed by a Neighbourhood Plan.
20. These were incorporated into a Household Survey questionnaire together with a range of options detailed in an accompanying handbook aimed to assist each household in the

community to state their preferences on each issue raised.

Supporting Booklet for Household Questionnaire

Household Questionnaire Response Form

21. In March 2016 an advertisement was placed in the Dartmouth Chronicle and arrangements were made for the printing and hand delivery by volunteers to every household in the parish over the weekend of 12th and 13th March 2016.
Dartmouth Chronicle Advert March 2016
480 Strete Neighbourhood Plan Household Survey & Response Forms together with the accompanying handbook were hand delivered to properties in the parish.
224 completed Response Forms were returned - representing 47% of the community.
22. All returned survey documents, with contact details included, were redacted using a permanent marker pen to comply with the requirements of the Data Protection Act.
23. Steering Group volunteers set about collating and summarising the responses in the survey documents. At the end of each meeting the survey documents were retained in a locked ballot box to protect the transparency of the survey. The box was retained by one person and the keys for the lock by another to ensure no access could be made until the next meeting.
24. From the Household Survey Questionnaire five main preferences were identified:
 1. Housing Development of 5 to 10 homes
 2. Additional parking needs above the requirements for any new housing development
 3. New footpaths to improve safety for an ageing community
 4. Design and construction of new development homes to reflect the character of the village
 5. New housing development to meet energy sustainability and efficiencySummary of Household Questionnaire Responses April 2016
25. Sub-groups were formed from Steering Group members to answer thirteen questions in relation to the evidence needed to support these community preferences. A Project Timetable was produced setting out the evidence requirements needed to meet the aspirations of the community and a preferred time frame for completion.
26. Objectives were agreed for Steering Group members to provide evidence statements.
 1. Protection of Green areas, Landscape Assessment, AONB and Conservation Area – the effects on tourism, farming methods, wildlife, etc.
 2. Housing Design (replacement dwellings, house extensions) - materials and sustainability
 3. Protection of Shop and Pub – viability & tourism importance
 4. Footpaths (existing and proposed) / Rural Development - effects to the coastline and the countryside. e.g. phone masts, barns, etc.
 5. Strete Village Development Boundary - confirm accuracy with extension proposals
27. A circular to all members of the community was hand delivered to provide a progress update and inform everyone that a 'Call for Sites' advert was arranged. This appeared in the Dartmouth Chronicle on 9 December 2016.
Newsletter Update November 2016
Dartmouth Chronicle Call for Sites Advert December 2016

THE DRAFT NEIGHBOURHOOD PLAN

28. The draft neighbourhood plan has been published for consultation in accordance with Regulation 14 of the Regulations, from XXXX to XXXX. The plan and supporting documents have been made available at the parish council and neighbourhood plan website. Hard copies of the draft plan have also been made available for inspection at XXXXXXXXXXXX.
29. Those consultation bodies prescribed in paragraph 1 of Schedule 1 of the Regulations have been consulted, along with other relevant local groups and organisations. A copy of the consultation letter/email and details of those bodies and organisations to which it was sent are at Appendix 2.
30. Extensive local consultation also included:
 1. an advertisement announcing the start of the consultation period was hand delivered to all households in the plan area in XXXX. This was supplemented by posters on public noticeboards, in the village shop and in the Dartmouth Chronicle.
 2. a leaflet, which summarised the draft plan, was hand delivered to every household in the parish on ??????????. The leaflet is at Appendix 3 and is also available at xxxx
 3. an exhibition in XXXX, and exhibition boards at XXXX.
 4. A questionnaire survey xxxxxxxxxxxx
31. xx

APPENDIX 1

STRETE NEIGHBOURHOOD PLAN –TERMS OF REFERENCE

Strete Parish Council Neighbourhood Development Plan Group

Purpose of the Group: To Prepare a Neighbourhood Development Plan for the Parish, in consultation with the wider community, local groups and interested parties.

Objectives of the Group: To facilitate the process of achieving an adopted Neighbourhood Development Plan for the future development and sustainability of the Parish of Strete.

The Neighbourhood Plan will be produced with due consideration for the needs of all residents and businesses in the area, now and in the future.

The Neighbourhood Plan will seek to improve the social, economic and environmental well- being of the area and those residing within it.

Membership & Governance: The Steering Group shall achieve the following goals in partnership with the Parish Council:

- Manage and co-ordinate the production of a draft Neighbourhood Plan that is representative of local views.
- Co-ordinate effective engagement with all members of the community on a number of aspects relating to the Neighbourhood Plan.
- Effectively communicate findings, ideas and approaches for the Neighbourhood Plan to the Parish Council and the wider community.
- Identify support, resources and funding needed for stages of the process.
- Manage the decision making process in an open, transparent and accessible way.
- Identify areas, or specific sites, to accommodate development, that may be necessary, consistent with the South Hams Policy.
- Consider growth that is suitable for the Parish of Strete as part of maintaining a balanced and happy community.
- Produce appropriate timescales and delivery mechanisms for the Neighbourhood Plan.
- Produce a Neighbourhood Plan that is consistent with national and District policies.
- To take the Neighbourhood Plan to adoption by the District Council.

Membership of the Steering Group will comprise of six Parish Councillors initially and nine volunteers drawn from the local community who expressed an interest during the initial consultation with a maximum of 15 members at any one time.

The Steering Group shall elect its own officers in accordance with a clear structure to be publicly available.

The Steering Group shall appoint Working Groups to operate on its behalf.

Involvement in the Working Groups shall be drawn from volunteers in the community that live, operate a business, or hold a specific interest in the Parish of Strete and have expressed an interest in taking part.

They will be expected to exercise balanced consideration for the needs of all aspects of the local community.

Members may be excluded from the Steering Group or Working Group for conduct and behaviour that is disruptive and does not promote the aims and objectives of the Steering Group or Working Group.

Exclusion of members will be by a majority vote of the Steering Group.

The Steering Group shall not be affiliated to any political party, but will welcome the involvement of councillors as community representatives.

Declarations of Interest will be dealt with as per the Parish Council's Standing Orders, in that anyone who has a pecuniary interest in the policy/project under discussion will be asked to declare it, and if deemed necessary will not take part in that discussion.

This may include membership of an organisation, ownership of land or a business, or any other matter that may be considered to be relevant.

Such declarations shall be recorded and be publicly available

Members of the Steering Group will debate the issues and policies inherent in the production of the Plan in consultation with the community.

Members with particular expertise in certain areas will head up specific projects / policies.

Organisations and businesses may assist in the production of the Neighbourhood Plan and may contribute to the cost of producing it.

Details of any donations or assistance must be made publicly available and must not influence the recommendations of the plan.

When required, members can be replaced or invited to attend to further a project or policy, or if a member is not willing or able to continue as a member of the Steering Group.

The community will be encouraged to share knowledge and contribute during the process. A minimum of seven voting members of The Steering Group will represent a quorum enabling the aims and objectives of the Group to be considered.

Votes are only available for members of The Steering Group.

The Working Groups shall meet as and when necessary for their particular project.

At least 5 clear working days' notice shall be provided for each Working Group meeting with discussion topics circulated at the same time.

Discussion topics and agendas for any meetings that the public may attend should be made publicly available at least 5 clear days prior to the meeting.

Reporting and Feedback: The Steering Group shall aim to meet once per calendar month, or as may be required, with a minimum of seven days' notice given prior to a meeting taking place.

Agenda items should be agreed with the chairperson(s) at least seven clear working days and will be circulated at least five clear working days prior to the meeting.

Any meeting of the 'Neighbourhood Plan Steering Group' must be public with the time, date and location of the meeting announced 7 days' prior. Notice of any meeting is to be given by email circulation to SPC councillors and the placing of a notice advising the time/date and location of the meeting on the Public Noticeboard. A nominated individual shall maintain minutes of each meeting to be made reasonably available to the members of the Steering Group within seven days of the meeting and to members of the public within fourteen days of the meeting.

Any matters of disagreement at a meeting may be decided upon by a majority of votes. Voting by Members of the Steering Group will be by a show of hands, and a majority decision adopted, with a quorum of six required for any vote, the Chairman having a casting vote if necessary.

All meetings, minutes and notices will be in the public domain and will be put on the Parish Council's website and Public Notice Boards, copies will be kept by the Parish Clerk for public inspection. Meetings are open to all members of the Parish to attend and all groups and interested parties will be encouraged to participate

Any contentious issue not able to be dealt with by the Steering Group, will be put to the Parish Council for resolution.

Resources and Finance: Grant funding applications from the Sustainable Community Locality Fund will be applied for as well as investigating other funding streams. Mentoring and guidance from Officers at South Hams District Council to ensure that we achieve the best possible outcome for the Parish will also be applied for. Subsequent resources required will be determined by the Steering Group.

The Parish Council should oversee the expenditure and programme of work as advised by the Steering Group, in consultation with the community. Any recommendation to amend the numbers of the Steering Group, or change the projects/policies already confirmed, will be referred to the Parish Council for a decision.

Monitoring & Review: Monitoring of the plan will be ongoing, with regular reports from the Steering Group, and progress will be monitored by the Parish Council. The adoption of a Neighbourhood Development Plan is vital to ensure a vibrant, sustainable and environmentally healthy Parish for future generations.

APPENDIX 2

LIST OF BODIES AND ORGANISATIONS CONSULTED ON THE DRAFT PLAN

REG 14 list of “consultation bodies”	SNP consultee list
(a) where the local planning authority is a London borough council, the Mayor of London;	NA
(b) a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority;	South Hams District Council Devon County Council Devon County Council Public Health Dartmoor National Park Authority xxxxxxxxxxxxx Parish Councils
(c) the Coal Authority(a);	NA
(d) the Homes and Communities Agency(b);	✓
(e) Natural England(c);	✓
(f) the Environment Agency(d);	✓
(g) the Historic Buildings and Monuments Commission for England (known as English Heritage)(e);	✓
(h) Network Rail Infrastructure Limited (company number 2904587);	✓
(i) the Highways Agency;	✓
(j) the Marine Management Organisation(f);	✓
(k) any person— (i) to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003; and (ii) who owns or controls electronic communications apparatus situated in any part of the area of the local planning authority;	Mobile Operators Association British Telecom
(l) where it exercises functions in any part of the neighbourhood area— (i) a Primary Care Trust established under section 18 of the National Health Service Act 2006(a) or continued in existence by virtue of that section; (ii) a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989(b); (iii) a person to whom a licence has been granted under section 7(2) of the Gas Act 1986(c); (iv) a sewerage undertaker; and (v) a water undertaker;	NHS Devon NEW Devon CCG, Western Locality NHS Devon and Devon PCT Western Power Distribution Wales and West Utilities British Gas Connections South West Water
(m) voluntary bodies some or all of whose activities benefit all or any part of the neighbourhood area;	South Hams CVS any others?
(o) bodies which represent the interests of different	Churches together in Devon

religious groups in the neighbourhood area;	
(p) bodies which represent the interests of persons carrying on business in the neighbourhood area; and	Local businesses and property owners
(q) bodies which represent the interests of disabled persons in the neighbourhood area.	DOVE project and Stairways (for people with learning disabilities) South Hams Lifestyles
Other bodies	Sport England Visit England Any others?

APPENDIX 3

STRETE NEIGHBOURHOOD PLAN DRAFT SUMMARY LEAFLET?