



BISHOPSTONE GROUP NEIGHBOURHOOD DEVELOPMENT PLAN SUBMISSION DRAFT MAY 2018

Consultation Statement

1. Bishopstone Group Parish Council Neighbourhood Development Plan (NDP) has been prepared in response to the Localism Act 2011, which gives parish councils as qualifying bodies, powers to prepare statutory Neighbourhood Development Plans to help guide development in their local areas. These powers give local people the opportunity to shape new development, as planning applications are determined in accordance with national planning policy and the local development plan. The neighbourhood plans form part of this Framework.

2. This Consultation Statement has been prepared in accordance with The Neighbourhood Planning (General) Regulations 2012 (SI No. 637) Part 5 Paragraph 15 (2)1 which defines a “consultation statement” as a document which:–

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

3. Work on the NDP was initially led by five councillors who formed a steering group to begin the process. The purpose of the steering group was identified as

- to ensure wide consultation with all residents of the five parishes in the Group and relevant stakeholders
- to act on the results of this consultation and comments received
- to prepare a draft NDP based on results of consultation and comments and present it to councillors, residents and stakeholders for further comment
- to publish regular updates on progress using reports to parish council meetings, the parish council website and the free quarterly parish newsletter delivered to every household in the group

Other councillors and residents helped with particular tasks and joined or left the steering group as their particular talents were needed and as their own commitments allowed. We are grateful to them all.

People who helped during the period of preparing the NDP

- Lillian Allsopp, councillor for Bridge Sollars
- Ann Apperley, councillor for Mansell Gamage
- Serena Crump, councillor for Kenchester
- Cathie Draper councillor for Mansell Gamage
- Peter Draper resident of Byford and planning consultant gave advice in the early stages of preparing the NDP
- Claire Hancock resident of Bridge Sollars
- Lesley Handscomb councillor for Bishopstone
- Petra Hickey councillor for Kenchester
- Muriel Holmes councillor for Byford
- Trevor Hunt councillor for Bishopstone
- Sue Hubbard councillor for Byford
- Sarah Keefe councillor for Bishopstone
- Sharon Knights resident of Bishopstone and later councillor for Bridge Sollars
- John Macklin councillor for Bishopstone
- Rosemary Morgan councillor for Bishopstone
- Neil Newton councillor for Kenchester
- Penny Redshaw councillor for Byford
- Martin Taylor resident of Byford
- John Verry councillor for Bishopstone
- Paul Walker Consultancy (Bridlington) gave advice in the later stages of preparing the NDP and wrote the Basic Conditions Statement.

We are also grateful for the advice and support given to us by Herefordshire Council Planning staff and especially our two Planning Officers (Neighbourhood Planning) Gemma Webster from 2013 to 2015 and Karla Johnson from 2015 onwards.

4. Our NDP journey began on October 4th 2012 when Sam Banks, Herefordshire Council Neighbourhood Planning Team Leader was invited to speak to parish councillors and to answer their questions about the purpose and processes involved in creating an NDP. The meeting was open to the public and was advertised in the parish newsletter, delivered free to every household.

5. At a Parish Council meeting held on 8 Nov 2012 (Minute 8) councillors unanimously agreed to produce an NDP to cover the whole of the 5 parishes in the Bishopstone Group - Bishopstone, Bridge Sollars, Byford, Kenchester and Mansell Gamage and that consultation should include a questionnaire to residents. [Minutes of Parish Council Meetings 2012-2018 are available on the parish council website - <http://bishopstonegroupipc-herefordshire.co.uk>]

6. At a Parish Council meeting held on 10 January 2013 (Minute 7) councillors agreed that a steering group would be formed to work on the Plan and would report regularly to councillors. Five councillors volunteered to be on the steering group.

7. During the period 21 Jan – 14 March 2013 Herefordshire Council publicised the proposed Neighbourhood Plan Area and approval was granted on 18 March 2013. [See Appendix 01 Bishopstone Group Decision Document with plan]

8. On 16 May 2013 a Service Level agreement was signed between the Parish Council and Herefordshire Council, and Gemma Webster, a Neighbourhood Planning Senior Planning Officer, was appointed to work with us on the NDP.

9. In September 2013 a successful funding application for £1385 was made to the Community Development Foundation to help to cover the cost of consultation which enabled the steering group to begin its formal consultation.

10. The five parishes that make up Bishopstone Group have a dispersed settlement pattern with hamlets or smaller groups of houses that have grown up away from the main settlement area. Travel between them is along narrow country lanes, often single track, which are sometimes made hazardous by mud and flooding. The only meeting place is the community centre at Bridge Sollars Church. Attendance at public meetings there is traditionally poor – for example the annual Parish Meeting held in May which discusses important topics such as policing and road safety is rarely attended by more than 10 residents. For this reason the steering group decided that their consultation should use a mixture of open meetings and direct communication with residents to try to ensure that the whole community would be fully engaged with the emerging NDP and its policies.

11. In order to launch the consultation process an Open Evening was held in the Community Centre on 23 October 2013 to explain the purpose and processes of the Neighbourhood Plan, to seek additional members for the steering group and to find out what issues our residents want to see included in the Plan. The meeting was advertised by posters displayed in all the five parishes, an article in the September issue of the parish newsletter, and by flyers hand delivered to every household which encouraged residents to attend in order to make their views heard. [Newsletter articles can be found in Appendix 02.]

BISHOPSTONE GROUP PARISH COUNCIL
NEIGHBOURHOOD DEVELOPMENT PLAN

We want to make sure that the consultation for our Neighbourhood Development Plan covers all the issues that matter to you. Please look at the list below and tick the topics that you think we should include in our questionnaire. If there is anything else that you think should be included please add it in at the end of the form.

Changes to the settlement boundary

Housing development

Housing for local people

Infrastructure (roads/sewers/drainage etc)

Leisure facilities

Local job opportunities

Open space and footpaths

Public transport

Small businesses

Traffic problems

Any other topics you would like included:

Please tell us which parish you come from:



BISHOPSTONE GROUP

NEIGHBOURHOOD DEVELOPMENT PLAN

We Need Your Views on

HOUSING LOCAL EMPLOYMENT

SMALL BUSINESSES

TRAFFIC SOLUTIONS

PUBLIC TRANSPORT

COMMUNITY SERVICES

CARING FOR THE ENVIRONMENT

Would you like to see further development of any of the above near you?
If you don't tell us your views – we will not know what you do and do not want in your parish.

**Come to the OPEN MEETING at the
NEW BRIDGE COMMUNITY CENTRE
Wednesday 23rd October
7.30 pm**

The meeting was attended by 43 residents drawn from all five of our parishes. Attendees were asked to fill in a short questionnaire which included space for additional comments and notes were made on a flip chart during the discussion period. The results of this Open Evening helped us to understand what issues were of most concern to our residents and what we needed to include in our main consultation exercise. As a result of the Open Evening three residents offered to help with producing the NDP. 14 questionnaire forms were completed and returned and results were as shown below.

Bishopstone Group Parish Council NDP Open Meeting 23 October 2013

Question: *We want to make sure that the consultation for our Neighbourhood Development Plan covers all the issues that matter to you. Please look at the list below and tick the topics that you think we should include in our questionnaire. If there is anything else that you think should be included please add it in at the end of the form*

Results showing number of respondents from each parish

	<i>Bishopstone</i>	<i>Mansell Gamage</i>	<i>Byford</i>	<i>Bridge Sollars</i>	<i>Kenchester</i>	<i>Shetton</i>
<i>Changes to settlement boundary</i>	6			2		1
<i>Housing development</i>	6	1	1	2		1
<i>Housing for local people</i>	8	1	1	2		1
<i>Infrastructure</i>	8	1		2		1
<i>Leisure facilities</i>	1	1		1		
<i>Local job opportunities</i>	3	1	1	1		1
<i>Open spaces and footpaths</i>	8	1	1	2		1
<i>Public transport</i>	8			1		1
<i>Small businesses</i>	4		1			1
<i>Traffic problems</i>	7	1		2		1

Attendance 43, forms returned 14

Additional topics and comments on forms showing the respondent's parish and the Questionnaire section which they fed into

We need a gradual increase in housing locally and a mixture ie retirement/young people/social and residential purchase (Byford) (Housing and facilities)

How many houses does government expect to be built? Problem of volume of traffic at peak times on A438 and Bridge Sollars – Madley road, large lorries and tractors (Bridge Sollars) (Housing and facilities, Traffic and transport)

We need more police oversight of traffic, especially speeding. Need for speed limits on particular roads in the parishes (Bridge Sollars) (Traffic and transport)

Open spaces and footpaths – would like hedges lowered (Bishopstone) (Sustainability and protecting the environment)

Housing for local people – smaller houses not mansions. Better public transport to ease traffic congestion and parking in town (Bishopstone) (Housing and facilities, Traffic and transport)

Sustainability – any development should include renewable energy technologies/low carbon requirements. There is a need for affordable housing (Shetton) (Sustainability and protecting the environment, housing and facilities)

Additional housing should be only in established villages with local amenities ie school, shop, pub, church. Need sufficient water supply and drainage both hillside and property use. Need larger houses for more than one generation with green space or garden for children and pets. Infrastructure – there will be at least 2 new vehicles for every new house; our roads are narrow and carry a lot of agricultural traffic which is now huge and fast. Villages need open green space allocated for public use like the old village green. We are a food producing county with existing job opportunities in agriculture/food and drink production and related management and office work, tourism, rural crafts and independent shops. Good existing footpath network, need more access for horse riders. Why do we have to build houses to make up the numbers for government? (Mansell Gamage) (Housing and facilities, Traffic and Transport, Employment and economy, Sustainability and protecting the environment)

Issues from flip chart

More houses mean more traffic – need to consider this in planning (Traffic and transport)

More houses/industry means a need for improved infrastructure (Housing and facilities)

Greater risk of flooding as a result of more building/agricultural practices (Sustainability and protecting the environment)

Could local schools cope with additional children? Do we need to liaise with neighbouring parishes

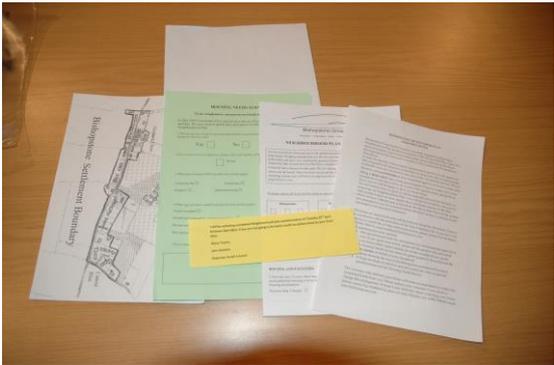
Need for children's recreation – what and where (Sustainability and protecting the environment)

Sustainability

Planning envelope – need to consider in all villages, not just Bishopstone (Housing and facilities)

12. Based on the results of the Open Evening and advice from our Planning Officer, the steering group drew up a 10 page questionnaire with sections covering Housing and Facilities; Employment and Local Economy; Traffic and Transport, and Sustainability and Protecting the Environment. The Housing section included questions about the size and type of houses needed in each parish and where they should be placed and we also included an optional separate Housing Need Survey. An article was put in the Parish Newsletter and on the website to explain how the questionnaire would work and to encourage participation.

13. Questionnaire packs were delivered to every household in the Group during April 2014. The packs were delivered and collected by hand so that the volunteers delivering them could ensure that each person over 16 in the household received their own form to complete. The volunteers delivering the packs also encouraged families to take additional forms for under-16s so that they could join in the survey but as it turned out many families chose to work together in completing the form, with individual family members adding comments as appropriate. 85% of households returned answers to the questionnaire and 10 young people under 16 took part. Respondents were encouraged to add comments as well as answering the questions in each section and many of them did so. [See Appendix 03 Questionnaire Pack]



Questionnaire Pack



Collating returned questionnaires

14. The Questionnaire responses were analysed and detailed reports prepared for each individual parish and for the Group as a whole to ensure that the views of all our residents would be taken fully into account when preparing the NDP. Copies of the reports were put on the parish website, displayed at the Community Centre and in each parish church and publicised on parish notice boards, in the parish newsletter and in the local newspaper. [See Appendix 04 Questionnaire Results]

15. Apart from some small differences due to local circumstances such as traffic problems the questionnaire results for all five parishes were very similar:

Housing

The majority of respondents would prefer housing developments to be in keeping with existing settlement patterns with 1-5 houses per site in or adjacent to an existing settlement, using brownfield sites where possible. They saw a need to include some smaller properties affordable by local wages to encourage more young families to stay in the community, and wanted new building to be in keeping with surrounding properties and to use traditional materials as far as possible. Residents of Bridge Sollars, our least populated parish with only 11 scattered houses, felt that smaller developments of 1-2 houses on a site would be more suitable for them.

Employment and Local Economy

In answer to questions about the type of business to be encouraged in order to improve the local economy by far the most popular choices were home working and businesses related

to agriculture and horticulture followed by businesses related to tourism, the holiday industry and arts and crafts. Residents felt that there was no need for purpose-built premises to attract business and that the greatest help would come from better broadband and mobile phone reception and improvements to roads and traffic issues to facilitate access for businesses.

Traffic and Transport

As was to be expected in an area with very little public transport almost all respondents said that their main means of transport was by car, but that they would use the bus if a better service were provided. The majority felt that our roads are unsafe and inadequate for any increase in traffic. The greatest hazards were seen as the speed and volume of traffic and the size of vehicles making roads unsafe for cyclists and walkers. This was felt particularly strongly in Bridge Sollars and Mansell Gamage where the roads are used as distributor routes for traffic for which they were not designed

Sustainability and Protecting the Environment

Almost all respondents felt that it is important to protect the built and natural environment and a majority saw improved access to the countryside for walkers, cyclists and horse riders as more important in making our communities more sustainable and attracting young families to live in the area than the type of homes, employment and facilities to be provided.

16. The layout of the questionnaire encouraged additional comments and this was widely used by respondents to explain their preferences and concerns. Many of the comments about housing included suggestions for suitable sites and this proved very useful when it came to defining settlement areas although it also threw up some problems. In order to identify areas for possible development we asked Bishopstone residents whether they wanted their settlement boundary to be extended, and residents of other parishes (where there was no existing settlement boundary) whether they wished one to be created.

17. When completed copies of the reports were put on the parish website, displayed at the Community Centre and in each parish church and publicised on parish notice boards, in the parish newsletter, and on the website.

18. We held a Drop-in Open Day at the Community Centre on Saturday September 6th 2014 from 11am to 7pm when full reports on the questionnaire results for individual parishes and for the Group as a whole were on display together with summaries of the comments received and information about the next stages in the NDP process. Members of the steering group were on hand to answer questions and refreshments were provided. Thirty five residents signed the attendance book but the full attendance was a little higher as in some cases only one member of a family signed. Attendees were encouraged to record their comments on forms provided and twelve people did so. Most of the comments related to traffic problems and there were comments about proposed new settlement boundaries.

19. The question of settlement boundaries formed an important part of the consultation on the questionnaire and at the Open Day. The steering group had created settlement boundaries for the parishes that wanted them – Bishopstone, Byford and Kenchester –

based on questionnaire responses and comments, and for each of these parishes we displayed maps showing the proposed boundary with forms for people to record their agreement or disagreement.

Kenchester

In Kenchester the boundary was drawn around the main settlement area near the church. One person recorded agreement and there was one comment questioning the need for a boundary.

Byford

In Byford we had drawn boundaries round each of the three main settlement areas of Lower Byford, Home Farm and Byford Common to concentrate development there in order to preserve the historic settlement pattern and protect the Repton landscape. Two people signed to agree with the boundary and there was one comment approving the boundaries and one requesting a slight extension which was incorporated in our later plans.

Bishopstone

In Bishopstone the position was more complicated. In their questionnaire responses 60% of respondents said that they wanted to retain the old settlement boundary but comments showed a majority in favour of putting housing development on a site which lay just outside the old boundary at Bishon Farm where the landowner already had planning permission for conversion of redundant farm buildings to housing. We had also realised that it would be impossible to provide enough new housing to satisfy local need and the Core Strategy requirements without extending the boundary. The steering group therefore proposed extending the boundary to include the Bishon site and this was shown on the maps we displayed. The record form showed that 15 attendees agreed with the changed boundary, 5 wanted it extended slightly to allow more room for housing and 2 asked for more discussion. The extension was then added to the map on display and was approved by all 22 attendees who had signed the record. It was also displayed and discussed at a coffee morning held in Bishopstone where it was approved by an additional 8 residents who had not attended the Open Day.

HOUSING **EMPLOYMENT**

TRAFFIC

ENVIRONMENT **SUSTAINABILITY**

**BISHOPSTONE GROUP PARISH
NEIGHBOURHOOD PLAN
QUESTIONNAIRE RESULTS**

WHAT DID YOU SAY? WHAT DOES IT MEAN?

WHAT HAPPENS NOW?

WOULD YOU LIKE TO MAKE ANOTHER COMMENT?

**FIND OUT AT THE OPEN DAY AT
NEW BRIDGE COMMUNITY CENTRE**

**SATURDAY SEPTEMBER 6TH
OPEN 11AM – 7PM**

Comments 6th September 2014 showing the relevant Questionnaire section

We need a speed limit on the A438- too many accidents and dangerous situations at junctions. Also on minor roads to deter dangerous driving (Traffic and transport)

We agree with the proposed settlement boundary extension at Bishon Farm except that we think it should be slightly larger to include sufficient space on the west side of the new drive for a single row of dwellings (as well as a single row of bungalows alongside the village road (Housing and facilities)

Well done. A comprehensive and understandable study. A lot of hard work

Balance if migration – future demand may be changed by incomers. Dependant on landlords ie Duchy, National Trust (Housing and facilities)

Surprised that no mention of widening the lanes was made. Surely passing places aren't the answer. In the 21st century with most homes owning 2 cars the width of the lanes should be wider than that adequate fro a horse and cart (Traffic and transport)

Thank you for all the work you have done in presenting very clear and useful information. Seconded

A 40mph speed restriction for approx one mile through the Bridge Sollars settlement along the A438 (Brecon Road). The existence of a hill brow immediately prior to the settlement (going west) (including business/garage to which people are frequently visiting) makes the requirement greater still. Info on serious past traffic incidents would be useful evidence. (Traffic and transport)

Need a speed limit on main Brecon Rd through Bridge Sollers to 40mph (Traffic and transport)

From the cross roads at Bridge Sollars to the old school a 40 or 50mph speed limit please. There have been numerous accidents & the “dips” before Byford are dangerous for anyone trying to turn out of Byford turning (Traffic and transport)

Extend speed limit from Stretton Sugwas to beyond Oakchurch. Numerous accidents (and fatalities) are justification for a 40 or 50mph speed limit (Traffic and transport)

Bridge Sollars - I agree that Roads are not safe due to volume of traffic & size of vehicles.

- a. Perception could be that they are made safer if there were provision for pavements – you cannot walk easily on foot in any part of the parish. (Traffic and transport)*
- b. You cannot stand easily on the main road waiting for the bus to town – there is still no official bus stop (Traffic and transport)*
- c. I don't agree that Bridge Sollars should not have a settlement boundary – we should be open minded about future adequate*

*provision of suitable housing, not many houses but if appropriate
Bridge Sollars should take a few houses (Housing and facilities)*

*It seems that Kenchester does not really need a settlement boundary - logical boundary
(Housing and facilities)*

*Byford House – change in curtilage southward access probably needed southward onto
village lane (gate in existence) see blue biro on Byford’s map (Housing and facilities)
Concern about the number of cars parking at junction to A438 (Traffic and transport)*

I agree with the Byford settlement boundaries (Housing and facilities)

20. Based on the questionnaire results and comments made at the consultation meetings the steering group drafted out options for policies on housing, employment and sustainability for the draft NDP together with background and reasons. These were printed in a 7 page leaflet and a copy was delivered to every household in the five parishes during the first week of December 2014. [See Appendix 05 Options Leaflet] Residents were invited to comment by email to the Parish Council Chair or Vice-chair or by speaking to their parish councillor. The Vice-chair received one email comment from a Bridge Sollars resident which queried the housing need and size and type of development that would be acceptable in Bridge Sollars and asked for greater clarity in explaining how figures were determined. No councillor reported comments from residents.

21. As consultation meetings had previously proved successful in encouraging comments we also held a Drop – In session at the community centre on Saturday December 13th 2014 from 2 - 4pm to enable residents to discuss the policy proposals with steering group members and to see the background evidence on which they were based. This was advertised on the Policies leaflet itself, on the website and in the local newspaper. Eleven residents attended and there were 9 written comments. We also displayed maps showing the revised settlement boundaries at Bishopstone and Byford following the last consultation. Five people signed to show agreement with the Bishopstone boundary, with no-one disagreeing, and there was one comment asking for an extension to the boundary at Byford Common to include a brownfield site.

Comments 13 December 2014 with Policy Options section to which they related

Additional passing places in lane (Sustainability)

Parking places for visitors near village green (Housing in Bishopstone, Sustainability)

Bungalows preferred on site alongside road to match existing properties (Housing in Bishopstone)

I would agree with above on a few bungalows to match existing (Housing in Bishopstone)

Play area within village green(Housing in Bishopstone)

Asked if house could be built in garden same as next door (Housing in Bishopstone)

Danger to walkers on Wye Valley walk particularly between Lady Southampton Chapel and the end of Bunshill Lane. Could a revised safer route be negotiated? (Sustainability)

A question of possible infill of a dwelling in part of a large garden was considered and considered to be likely to be acceptable as a solution of a housing need (Housing in Bishopstone)

A bus service if economic/practical between Bishopstone to Credenhill (to connect to Hereford) would be useful for older people who may not be able to drive or walk well. (Sustainability)

What will be the policy for development on farm land outside the new proposed development boundary for children or families of farmers who may require extra accomodation? Children may or may not be employed on farm. (General housing policies)

Extend Byford settlement boundary to take in area between Old School and drive to Common Farm – brownfield site (Housing in Byford)

22. By the spring of 2015 we were satisfied that we had sufficient information to prepare a draft NDP using the evidence acquired through consultation and based on the targets and policies of the Draft Herefordshire Core Strategy

23. On 12 March 2015 the landowner of the Bishon Farm site came to a parish council meeting with his agent and presented outline plans of a proposed development of 12 houses on the site. The development lay within our proposed new settlement boundary and the plans included an open space for residents' use around the oak tree planted to celebrate the Millennium. Eight residents were present at the meeting and they were generally in favour of the proposal although questions were raised about sewerage capacity, ways to mitigate problems of increased traffic, and the possibility of including bungalows as well as houses in the development. Development on this site was subsequently included in our draft NDP as Policy H1.3

24. On October 22nd 2015 we sent a copy of the Draft NDP to Karla Johnson our Herefordshire Council Neighbourhood Planning support officer. She then met with members of the steering group and went through the draft in detail, advising on changes needed in order to conform to the Herefordshire Council Core Strategy and Planning legislation. Amongst other things she told us that our housing policy for Kenchester would have to be re-written. Kenchester could not have a settlement boundary (as requested by residents during consultation) because this would not be consonant with Core Strategy Policy RA3 which governed development in Kenchester, Bridge Sollars and Mansell Gamage, all of which were classed as "open countryside." As this was a change from what we had put in our Policy Options leaflet a leaflet was delivered to every house in Kenchester notifying residents of this change and inviting comments. No comments were received. [See Appendix 06 Kenchester Leaflet]

25. In March 2016, as we were finalising our final draft of the NDP ready for Regulation 14 Consultation, the Bishon Farm landowner's agent contacted the Parish Council to say that following discussion with Herefordshire Council Planning officers and acting on their advice he was considering an alternative housing development on a site at Bishon near Pleck Cottage which lay outside both the old and new settlement boundaries.

This was discussed at a Parish Council meeting on March 10th 2016 (Minute 4.3) when councillors agreed unanimously that they could not support the alternative site as it was strongly opposed by residents and lay outside the new settlement boundary which had been agreed following an extensive and thorough consultation with residents including the landowner concerned

26. The completed Draft was circulated to councillors for comment and was approved unanimously at a meeting on 12th May 2016. (Minute 12). It was then sent to Karla Johnson along with the supporting evidence, in order for her to check it and start work on the Strategic Environmental Assessment and Habitat Regulations Assessment reports ready for Regulation 14 consultation.

Regulation 14 Consultation

27. Previous experience had shown us that in order to ensure the fullest response residents needed to be contacted individually. Accordingly at a Parish Council meeting held on 14th July 2016 (Minute 8) councillors agreed that as part of the consultation process a copy of the Draft NDP should be sent to every household in the five parishes. At the next meeting on 8th September (Minute 7) councillors confirmed that the Draft NDP was ready to proceed to Regulation 14 Consultation and discussed the details of how that should take:

Points agreed at Parish Council meeting 8 Sep 2016

- *Formal consultation with local residents, statutory bodies and stakeholders which will run for a period of 6 weeks from the end of September. The exact dates will be advertised in The Hereford Times; on the parish website and on the local parish notice boards.*
- *An open evening is planned at the New Bridge Community Centre on Thursday 20th October from 7.30 - 9.30pm when councillors will be available to discuss the Draft Plan, answer questions and receive comments.*
- *Copies of the Plan and supporting documents will available in the Community Centre. Councillors also agreed that a copy of the Draft Plan and a Comments Form should be delivered to each household in the five parishes to ensure the fullest possible consultation throughout the scattered community.*
- *Cllr. Hubbard had obtained several quotes for printing and after some discussion it was proposed by the Chairman to accept the PIP Printing quote of £442 for 250 copies. This was unanimously agreed and Cllr Hubbard will now liaise with the printers.*
- *It was agreed to use the same distribution mechanism as for the Newsletter.*

28. The consultation period was set to run from 17th October to 17th December 2016. On 29th September 2016 formal notification of these dates was sent to the Herefordshire Council Neighbourhood Planning Team together with a copy of the Draft NDP and supporting documents. These comprised Draft Strategic Environmental Assessment and Draft Habitat Regulations Assessment as supplied by Herefordshire Council, List of Natural Heritage Assets, List of Listed Buildings, and Report on Questionnaire results for the Group. The Draft NDP and supporting documents were placed on the Neighbourhood Development Plan pages of the Parish Council website and the Regulation 14 Consultation dates were advertised in the Hereford Times and on parish notice boards with details of how to access the relevant documents and make comments regarding the draft NDP.

29. A paper copy of the Draft NDP was hand delivered to every household in the five parishes together with a letter which explained the process, gave details of how to access the supporting documents either through the website or as paper copies, and invited comments by email or post. We also emailed the Draft NDP and supporting documents to

relevant stakeholders taken from a list supplied by Herefordshire Council, to neighbouring parish councils and to landowners living outside the parish, with an explanatory letter and request for comments

30. We held an Open Evening in the Community Centre on October 20th 2016 from 7.30 - 9.30pm when we displayed copies of the Draft NDP and background documents. Members of the steering group were available to answer questions. The meeting was advertised in the letter given to residents with the Draft NDP and by posters on parish notice boards. [See Appendix 07 Open Evening Poster] We were disappointed that only ten residents attended but pleased to see that five written comments were recorded following discussion of the policies. In the December 2016 edition of the Parish Newsletter residents were reminded that written comments/views regarding the Draft NDP needed to be received by the Bishopstone Group NDP before the closing date of 17th December 2016. When the Regulation 14 Consultation closed on 17th December a total of nineteen written comments had been received from residents. Details of consultees, and the way in which we have responded to their comments and concerns are set out in the following tables.

31. At a parish council meeting in July 2017 (Minute 11.1) the landowner showed two possible schemes for development, Option 1 on the Bishon Orchard site and Option 2 on land adjoining Pleck Cottage. Two members of the public were present and explained their opposition to Option 2 for reasons set out in responses to Regulation 14 consultation. After discussion councillors agreed unanimously that Option 2 should be rejected due to its position outside the new settlement boundary and to the strong opposition of residents expressed both before and during Regulation 14 consultation.

32. We have revised our Neighbourhood Development Plan to take account of comments received at all stages of consultation. The revised Plan will now proceed to Regulation 16 consultation and comments received at that stage will be recorded and sent through to be considered and addressed by the Independent Examiner.

Table 1 Stakeholders consulted

Name	Comment received yes/no
Coal Authority	Yes
Homes and Communities Agency	No
Natural England	Yes
Environment Agency	No
Historic England	Yes
English Heritage	Acknowledged
National Trust	Acknowledged
Highways England	Acknowledged
Wye Valley NHS Trust	No
AMEC	No
RWE Npower Renewables LTD	No
Dwr Cymru/Welsh water	Yes
Severn Trent	No

CPRE	No
Chamber of Commerce	No
Woodland Trust	No
Nature Trust	No
Madley Communications Centre	No

Table 2 Adjoining Parish Councils consulted

Name	Comment received yes/no
Staunton on Wye	No
Norton Canon (Kinnersley and District Group)	No
Foxley Group	No
Credenhill	No
Stretton Sugwas	No
Breinton	No
Eaton Bishop	No
Madley	No
Wyeside	No

Table 3 Landowners not resident in parish consulted

Name	Comment received yes/no
Duchy of Cornwall	Acknowledged
National Trust	No
Keith Johnson	No
TE Hobby and Son	No
Eric Jenkins and Son	No
Jeremy Price	No
Cargill	No
Weir Nursing Home	No
Nelson Garage	No

Table 4 Responses received and action taken

		Stakeholders	
	Stakeholder		Action taken
1	Coal Authority	Have reviewed document and have no specific comment	Noted
2	Natural England	<p>Policy H1 Proposed housing at Bishon Farm has potential to impact on priority habitat (traditional orchard). No mention of priority habitat and no requirements to protect this habitat. Alternative sites should be considered.</p> <p>If Bishon site is retained specific wording should be included to ensure preservation of existing priority habitats and green infrastructure Opportunity for restoration of traditional orchard should be considered [For full text of comment see Appendix 08]</p>	<p>Alternative site considered but rejected and Bishon site retained following consultation with HC Planning department, a site visit and report by the Senior Planning Ecologist (see below), and professional independent survey of the traditional orchard.</p> <p>NDP Policy H1 developed and rewritten so that Bishon development includes a requirement for a proper ecological assessment and measures to protect existing orchard including a management plan to be agreed with the landowner (H1.4)</p> <p>A Draft Orchard Management Plan including an ecological assessment has been completed for the landowner. [See Appendix 10]</p>
		Policy G1 should include creation and retention of green infrastructure	NDP Policy G1.3 added to include measures for creation and retention of green infrastructure in new developments

3	Historic England	Supportive of the content of the document and believes it takes a thoughtful and suitably proportionate approach to the historic environment of the parish. A good example of community led planning	Noted
4	DCWW	Policy H1 No issues with any of the sites proposed though some level of off site mains/sewers may be required Policy H2 No issue with any of the sites, some level of off site mains may be required	Noted Noted
		Herefordshire Council	
	Neighbourhood Planning	Policy G1 Policy may be too prescriptive, needs to be worded more positively	Policy wording changed to “we will support the building of between 1 and 6 houses on individual sites”
		Policy G2 Add in sequential tests/exception tests to strengthen the policy Reference to flooding map in appendix	Policy wording changed as advised. Flood zone map included in appendix
		Policy G4 Reference to “all sites” may be too restrictive, small sites may not need to mitigate impact	Policy wording changed to “where it is necessary for reasons of their size or siting”
		Policy H1 Bishon Farm site in close proximity to restraints in relation to heritage and biodiversity, may be potential for a smaller development on the site	Other sites considered but rejected (see response in section marked Natural England). Considerations of biodiversity now addressed in policy G1.3 and H1.4
		Policy H2 Home Farm site is not part of Byford settlement and will fall under rural housing policies	Site removed from Policy H2
	Development Management	Policy H1.5 reference to single dwellings is too prescriptive	Wording changed to “additional dwellings” (Policy is now H1.7)
		Policy H2 does not allow for suitable sites adjacent to the settlement.	Settlement boundary re-drawn so as to allow for a small expansion of the existing housing area

		Policy G1 not realistic to place a restriction to 4 dwellings	Policy wording changed to “we will support the building of between 1 and 6 houses on individual sites”
		Policy G4 not realistic to say all developments must include highway improvements	Policy wording changed to “where it is necessary for reasons of their size or siting”
		The usual convention is to use km and hectares in public documents	Noted
		Policies H1, H2, H3 wording conflicts with Core Strategy policy RA3	Change made to conform to Core strategy
		Policy G1 restricts development to 4 dwellings – implications for affordable units	Policy wording changed to “we will support the building of between 1 and 6 houses on individual sites”
		Policy H2 Home Farm site not suitable for new build	Site removed from NDP Policy H2
	Planning Policy	Policy H1 Southern section of Bishon site has low potential in 2015 SHLAA, whole site is traditional orchard habitat	Alternative site included in SHLAA considered but rejected and Bishon site retained following further consultation with HC Planning department, a site visit and report by the Senior Planning Ecologist (see below), and professional independent survey of the traditional orchard. NDP Policy H1 developed and rewritten so that Bishon development includes a requirement for a proper ecological assessment and measures to protect existing orchard including a management plan to be agreed with the landowner (H1.4) A Draft Orchard Management Plan

			including an ecological assessment has been completed for the landowner. [See Appendix 10]
		Policy H1.5 Suggest change in wording from “within the main built up area” to “within the settlement boundary”	Policy wording changed (now Policy H1.7)
		Policy H2 Home Farm settlement is in open countryside, should accord with CS policies RA3 and RA4	Site removed from NDP Policy H2
		Policy H3 Policy repeats CS policy RA3, therefore superfluous	Policy wording changed to say that housing development in the three hamlets will be supported in accordance with Herefordshire CS policies RA3 and RA5
		Policy G1 Limit of 4 houses per development over prescriptive	Policy wording changed to “we will support the building of between 1 and 6 houses on individual sites”
		Policy G2 Development should be preferentially located within EA’s flood zone 1, where this is not possible proposals should be subject to sequential/exception tests. Requiring all new developments to conduct a Flood Risk Assessment may not be necessary.	Need for sequential/exception tests added to Policy G2.1 and flood zone map included as appendix
	Landscape Archaeology Conservation	No comment	None
	Economic Development	No comment	None
	Environmental Health	Policy H1 Bishon Orchard site was historically used as orchard and may have been subject to agricultural spraying	None - the site has been farmed as traditional orchard for at least 80 years with no spraying carried out (local knowledge)
		Policy G1 Suggest adding additional new clause “The amenity of future residential occupants is not impacted on by existing development”	New clause added as NDP Policy G1.2(j)

	Parks and Countryside	No comment	None
	Transport and Highways	No comment	None
	Waste	No comment	None
	Senior Planning Ecologist [late comment]	Policy H1 Following a site visit in March 2017 the Senior Planning Ecologist commented by email “the best way to conserving what is left of the orchard for the future would be to allow some development on part of the site and have an orchard management plan in place to conserve the remaining orchard areas.” [For full text of email see Appendix 09]	NDP Policy H1 developed and rewritten so that Bishon development includes a requirement for a proper ecological assessment and measures to protect existing orchard including a management plan to be agreed with the landowner (H1.4) A Draft Orchard Management Plan including an ecological assessment has been completed for the landowner. [See Appendix 10]
		Residents	
1	Byford resident	Highlighting concerns about getting insurance for properties at risk from flooding	Noted, flooding issues already addressed in NDP policies G1.2(i); G2; G3.1
2	Bishopstone resident	I read the Plan with great interest and found the draft consultation very clear and easy to follow. I think you and your committee have done an excellent job on behalf of us all	Noted
3	Bishopstone resident	Considers that level of planned growth is commensurate with need. Scheme at Bishon is enlightened as Bishopstone lacks a focus. In the light of existing traffic problems (speeding and size of vehicles) traffic and road infrastructure problems should be addressed before any development begins in Bishopstone	None: effects of development on traffic are already addressed in NDP policies G1.2(h); G3.1; G4

4	Byford resident	Thank you for a copy of the Neighbourhood Plan and for all your hard work. It seems to follow on very much from what we have been discussing.	Noted
5	Bishopstone resident	Concerns about whether the existing pumping station can cope with additional sewage from new developments Concern about flooding of roads and dwellings due to high water table and extra surface water Will there be any tree planting to cut out light pollution and help developments to fit into the countryside Concern about additional speeding traffic	Added to Policy H1.3 None: flooding issues already addressed in NDP policies G1.2(i); G2; G3.1 Already addressed in NDP policy G1.2(b) and (g); NDP policy G1.3 added None: traffic issues already addressed in NDP policies G1.2(h); G3.1; G4
6	Bishopstone resident	Agree with the revised settlement boundary in Bishopstone and would like new houses to be built in the centre of the village	Noted
7	Bishopstone resident	Generally in agreement with policy H1. Disagree with any building allowed outside settlement boundary	None. NDP Policy H1.8 re building outside the settlement boundary agrees with HC Core Strategy policies RA1,RA2,RA3 and RA5
8	Kenchester resident	General spirit of proposals acceptable. Strongly supports need to improve footpaths and bridleways Concerns about road flooding due to surface water run-off Also mentions other issues in adjoining parishes	Noted None: flooding issues addressed in NDP policies G1.2(i); G2; G3.1 None – outside the remit of the NDP
9	Bishopstone resident	Supports the NDP in principle with the new settlement boundary but development will cause some problems: Increase in traffic means need for more and larger passing places Development will cause problems with the capacity of existing sewage systems. Soak-aways not suitable for Bishopstone due to the high water table Increased hard-standing areas will exacerbate existing flooding.	Added to NDP Policy G4.2 Added to Policy H1.3 None: flooding issues addressed in

			NDP policies G1.2(i); G2; G3.1
10	Bridge Sollars resident	I felt that the process was fair and carried out correctly and that I was able to participate as I felt able to, and comments were listened to.	Noted
11	Bishopstone resident	Problems with roads, HGVs should be discouraged, improved signs and road marking needed. Bishopstone is the right place to focus development but need to ensure adequate provision for parking Bishon Farm is a reasonable location for development but every effort should be made to ensure no adverse effect on existing properties	Wording added to NDP Policy G4.2 None: covered in NDP Policy G1.2(h) None: Covered in NDP Policy G1.2(g)
12	Bishopstone resident	Compliments on an informative, comprehensive NDP Supports proposals for Bishon Farm development in centre of the village to provide a central focus for the village and encourage community cohesion. The central position in the village means it will maintain the village street pattern and not expand into open countryside Concern about the size of the development which should not exceed 14 dwellings Single dwellings should be on infill sites and not extend into open countryside Development will cause increase in traffic, need for more passing places on village roads Concern about increased flooding due to increased water run-off	Noted Noted. Noted None: NDP Policy H1.7 specifies additional dwellings on in-fill sites within the settlement area. NDP Policy H1.8 re building outside the settlement boundary agrees with HC Core Strategy policies RA1,RA2,RA3 and RA5 Added to NDP Policy G4.2 None: flooding issues addressed in NDP policies G1.2(i); G2; G3.1
13	Byford resident	Thank you for listening to my problem and amending the settlement boundary to include my immediate boundary	Noted
14	Bishopstone	In favour of the proposed development to the front orchard of Bishon Farm.	Noted

	resident	A mixture of 14 housing types plus barn conversions and village green would be our quota of development on one site all using one entrance/exit Concerns about regular traffic speeding through Bishopstone, need for traffic calming	None: covered in NDP Policy G4
15	Bishopstone resident	Congratulations on a very full and interesting Plan More housing means more cars, large delivery vans and oil deliveries, village roads are narrow and dangerous and sometimes flooded. Will sewage system be adequate for increased usage	Noted Wording added to NDP Policy G4.2 ; flooding issues addressed in NDP policies G1.2(i); G2; G3.1 Added to Policy H1.3
16	Byford resident	Brownfield sites eg corn dryer in Byford should be used for housing	Use of brownfield sites included in Policy H2.2; settlement areas includes brownfield sites
17	Bishopstone resident	A well organised survey and presentation	Noted
18	Mansell Gamage resident (Shetton hamlet)	We are in RA3 and wonder why we can't build any houses for local use	Our policies have to adhere to the HC Core Strategy but our NDP section <i>Housing Policies – Background</i> recognises the need for a proportionate amount of development in some of our smaller settlements and includes a commitment to monitor the situation and consult our residents if the Core Strategy policies should change in future
19	Bishopstone resident	In reference to the possible development of the land at Bishon Farm it will be important to ensure all services and outflows (sewage and rainfall) are adequately catered for. Sufficient off road parking will also be needed	Added to Policy H1.3. Rainfall and flooding issues addressed in NDP policies G1.2(i); G2; G3.1 None: covered in G1.2(h)