



**GOODRICH AND WELSH BICKNOR
NEIGHBOURHOOD DEVELOPMENT PLAN**

Consultation Statement – August 2018

Issue 1.0

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1. Introduction

- a. The Neighbourhood Planning (General) Regulations 2012 (Localism Act 2011) require a Consultation Statement to set out the consultations undertaken for the NDP.
- b. Part 5 Paragraph 15 (2) of The Neighbourhood Planning (General) Regulations 2012, defines a Consultation Statement as a document which includes:
 - i. details of the persons and bodies who were consulted about the proposed NDP.
 - ii. a description of how they were consulted
 - iii. a summary of the main issues and concerns raised by the persons consulted
 - iv. a description of how these issues and concerns have been considered and, if appropriate, addressed in the proposed plan.
(PLEASE NOTE: public and stakeholder input was taken into account throughout the development of the plan. Specific examples of where and when this has happened are highlighted in the timeline below with relevant extracts from, or references to, steering group minutes. For the sake of brevity, not all instances are listed, but are available by searching the full set of minutes on the NDP website [here](#).
- c. Guidance from Department for Communities and Local Government (10 Sept 2013) states that: *'the Consultation Statement submitted with the draft Neighbourhood Plan should reveal the quality and effectiveness of the consultation that has informed the Plan proposals.'*
- d. This Statement sets out details of all consultation and engagement activity. It lists how the local community and other stakeholders have been involved and how their input has informed the development of the Plan.
- e. The aim of the consultations in Goodrich & Welsh Bicknor parish has been to ensure the widest possible understanding of the purpose and content of the Neighbourhood Plan, and to ensure that every resident and stakeholder had the opportunity to contribute to the development of the Plan.
- f. This Statement demonstrates that there has been extensive community and stakeholder engagement and consultation throughout the process. There is evidence available to support all the statements regarding consultation summarised below.

g. The community and stakeholders were kept informed and engaged via a range of media which are laid out in the Timeline below.

These included:-

- a dedicated NDP website which can be viewed [here](#), which includes minutes of all SG meetings, all policy and evidence papers and details and main content of all consultation meetings and comprehensive reporting of all feedback.
- Village hall e-mail list used to notify events (250 addresses but not all in parish).
- Steering Group developed own dedicated e-mail list (now over 100 addresses) and information of all SG meetings, agendas, minutes and progress reports on the Project sent to all addresses.
- A regular minuted item in the Parish Council's agenda which can be viewed [here](#).
- Features on the Goodrich & Welsh Bicknor Community Facebook pages which can be viewed [here](#). The Facebook approach was found to be ineffective (See Timeline Item 8 below for details).
- Reports in local publications 'Border News' and the 'Ross Gazette.
- Community survey forms hand-delivered and collected to and from all dwellings in the parish.
- Flyers announcing two public consultation events hand-delivered to all dwellings in the parish.
- Public consultation events held in Goodrich Village Hall on 10th & 11th December 2016 and 3rd, 4th and 5th November 2017.
- 30 Steering Group Meetings held – all open to public except two dealing with the initial assessment of offered development land.
- Special Open Steering Group meeting held for the public feedback of the results of the Community Adult Survey.
- Special Open Steering Group meeting on site assessment criteria.
- Consultations also took place with the NDP support team at Herefordshire Council (on 22 January 2017, 1st June 2018 and 1st December 2018. A further meeting was held with the Environmental Health team on 22nd June 2018

2. Goodrich & Welsh Bicknor NDP Consultation Timeline

1	5 th May 2016	Presentation on NDPs by Herefordshire Council. Parish Council and 35 members of the public present.
	Annual Parish Council Meeting	
2	2 nd June 2016	Decision to proceed with a Neighbourhood Development Plan.
	Parish Council Meeting	
3	13 th June 2016	Initial meeting to assess community interest and support for the NDP. Over 30 attendees.
	Informal Public Meeting	
4	27 June 2016	Public meeting to present the purpose and process of the NDP. At that meeting it was agreed that there was a commitment to transparency and good governance procedures to ensure there is no perceived conflict of interest and bias. All Steering Group Meetings would be publicised in advance and be open to any parishioner to attend. A full record of the meeting can be viewed here .
	Informal Public meeting	
5	7 th July 2016	NDP Officers elected and Terms of Reference agreed. Application for designation initiated. The minutes of 7 th July 2016 can be viewed here .
	Parish Council	
6	11 th July 2016	First full meeting of the steering group. Officers elected and Terms of Reference agreed. Minutes can be viewed here . The role of NDP Steering Group Chair had been agreed at the PC meeting of 7 th July (See Item 5 above)
	Steering Group	

7	18th July to 15th August	Designation consultation period. No representations received. Herefordshire Council approved the designation on 18 th August
	Herefordshire Council	
8	August 2016 Steering Group	<p>A dedicated NDP website set up, plus a Facebook Community Noticeboard to act as a vehicle for NDP publicity. Both were subsequently used to advertise upcoming NDP meetings and to explain progress. However, in October 2016, a new Facebook Page was set up for the Village Hall, covering similar community activity. Both Facebook outlets were found to be ineffective for communicating with the community and were discontinued, and the subsequent focus switched to emails and the website.</p> <p>It was also agreed at the meeting to produce publicity for the local Border News, Village News and Ross Gazette, and make efforts to expand their current electronic mailing list.</p> <p>A draft project plan was presented and this was published on the NDP website in the form of a six stage plan, which can be viewed here.</p> <p>Theme groups were set up within the steering group to prepare background information for the public events scheduled for early December 2016. These underwent various modifications as the plan developed and can be viewed here.</p>
	7th September 2016 Steering Group	
9	7th September 2016 Steering Group	A detailed list of actions regarding NDP communications and publicity discussed, many of which had discharged by the time of this meeting – these can be read here .
10	September 2016	An article was also published in the Ross Gazette which can be viewed here .
	Publicity	
11	19th October 2016	<p>It was agreed that a flyer would be delivered to all houses by hand. There would also be 12 x A3 size posters around the village on posts/boards. <i>See Activity 12 below.</i></p> <p>Production of 30 (6 sets of 5) boards to be set up along roads into the parish. In addition, A4 posters to be prepared for display around the village.</p>
	Steering Group	

12	26th/27th November 2016	Flyers advertising December Public event delivered by hand to all households. This was accompanied by publicity boards on the main roads and posters on noticeboards, etc.
	Publicity	A copy of the launch poster can be seen here , and the launch flyer here .
13	9th,10th & 11th December 2016	Public drop-in events held to inform public on the NDP process and get their feedback based on a range of themed displays. This included displays of the key information from the Village Design Statement of 2010.
	Public Event	A total of 104 people attended representing approximately 19% of the NDP area population. Feedback from the events was published on the NDP website and can be viewed here .
14	14th December 2016	In reviewing the public events of 9 th ,10 th & 11 th December, attendance was considered good, but it was noted that there was an under representation from Dean Swift Close. As a result, all householders were sent a letter to which were attached the feedback notes of the meeting. These notes were also sent to all on the e mail circulation list, and can be viewed here .
	Steering Group	The letter to the residents of Dean Swift Close can be seen at Appendix C below.
15	December 2016	The NDP website reported on the public events of 9 th , 10 th & 11 th December, including publishing the display material used at those events. This can be viewed here .
	Publicity	
16	17th March 2017	A list of landowners inside and outside the parish was developed along with a list of businesses.
	Publicity	Letter was sent to all known businesses based in the parishes inviting their views on their potential development. The letter can be viewed at Appendix A below . There were no responses to this letter.
17	March/April 2017	Questionnaires for all residents aged 16 or over were distributed and collected by hand over a 3-week period.
	Surveys	The Survey packs included an introductory letter, an Adult Survey for every individual in the household aged 16 years or over, a Housing Needs Survey (one per household) and a "Call for Sites" survey (one per household). The Call for Sites survey was also sent to landowners identified as living outside the parishes (See Item 16 above). A team of volunteers were deployed to deliver and collect in their local area using an up-to-date address list purchased from the local authority.

18	26th April 2017	<p>345 adult questionnaires returned, giving a response rate of 76 per cent per cent of those aged 16 and over (451 people according to the 2011 Census), with replies coming from over 90% of individual households. Of the 47 Housing Needs Questionnaires returned, 24 expressed a need (See Activity 17 below). 15 "Land for Development" (Call for Sites) questionnaires were also returned. It was agreed to present the results at a public meeting in July. <i>See Activity 21 below</i>. A poster was produced to advertise this event which can be viewed here. An article appeared in the Ross Gazette regarding the Survey work and the results, which can be viewed here.</p>
	Steering Group	
19	21st June 2017	<p>A delegation from the steering group met with Goodrich Primary School to discuss the future development of the school and the impact of new housing on school capacity. The minutes of the meeting can be accessed on the Goodrich NDP website (between SG Meetings 18 and 19)</p>
	Consultation	
20	6th July 2017	<p>E-mail to all known recipients on village hall and NDP e-mail lists (over 300) announcing Special Steering Group Meeting on 12 July to present Survey Results.</p>
	Publicity	
21	12th July 2017	<p>Public meeting at village hall to present the survey results. The presentation material and the full results were published on the NDP website the following day and can be viewed here.</p>
	Consultation	
22	28th July 2017	<p>E-mail to all known recipients on village hall and NDP e-mail lists (over 300) announcing Special Steering Group Meeting on 2 August 2017 to discuss site selection criteria and housing needs survey results.</p>
	Publicity	
23	2nd August 2017	<p>Housing Needs Report presented and can be viewed here.</p>
	Steering Group	
24	11th August 2017	<p>E-mail to all known recipients on village hall and NDP e-mail lists (over 300) announcing Special Steering Group Meeting on 14 August 2017 regarding Site criteria and rankings</p>
	Publicity	

25	14 th August 2017	Examples in these minutes (see meeting 21), especially sections 3.1 and 3.2, demonstrating how public feedback from open events and questionnaires informed the debate on policy development. Supporting housing and land use information was published here .
	Steering Group	
26	1st September 2017	Parish Council considered site assessment criteria and unanimously approved. The PC minutes can be found here .
	Parish Council	
27	20 th September and 4 th October 2017	Two closed meetings to discuss the provisional findings regarding sites offered for development. It was agreed at these meetings to notify owners of the offered sites of the results of these assessments and then take the site proposals forward to a public meeting in November where the preferred sites would be displayed along with the criteria used to assess them. The Steering Group considered the sites offered for development and the associated report (including ranking) by their consultants, Data Orchard. Unanimously agreed ranking.
	Steering Group	
28	17 th – 20 th October 2017	Flyer distributed to all households advertising upcoming public event to discuss proposed Housing Sites. Roadside posters advertising the events were also produced.
	Publicity	

HOUSING PROPOSALS

Sites for housing to meet our required target (a minimum of 24 new builds) have been put forward and have been assessed.

These will be displayed for you to look at and comment on. There are 10 potential sites in the Cruse, Church and Goodrich Cross/Dean Swift areas.

The NDP Steering Group has ranked the sites. We now need your views on our proposals on this and other community issues that will go in the Neighbourhood Development Plan.



Goodrich & Welsh Bicknor Neighbourhood Development Plan

HOUSING PROPOSALS

YOUR OPPORTUNITY TO VIEW AND COMMENT

FRI 3RD NOVEMBER 6.00 PM TILL 9.30 PM
SAT 4TH NOVEMBER 10.30 AM TILL 3.30 PM
SUN 5TH NOVEMBER 10.30 AM TILL 1.00PM

AT
GOODRICH VILLAGE HALL

29	2 nd November 2017	Steering Group feedback to Parish Council on development sites considered along with their rankings.
	Parish Council	The PC minutes can be found here .

30	3 rd , 4 th & 5 th November 2017	
	Public Meetings	

Public consultation event held in Goodrich Village Hall. Site assessment criteria and policies displayed along with site selection and ranking. Attendance over the 3 meetings was 151 and 93 written feedback forms were completed. 100 people put their names forward for receiving e-mail updates. The majority of feedback forms expressed support for the site proposals. Some minor changes were made to other policies based on the feedback received. The results from the public events and the feedback received were published on the NDP website and can be viewed [here](#). Steering Group discussions of the feedback can be viewed as part of the combined Minutes 27 and 28 published on the [Goodrich NDP website](#). Review of attendance by postcode showed good coverage except from Dean Swift Close (8). As a result, flyers were distributed to all households in Dean Swift Close advertising a special meeting at the Cross Keys pub. on 15th November. This targeted flyer can be viewed at Activity 31 below.



31	16th November 2017	Follow-up presentation targeting residents of Dean Swift Close held at the Cross Keys pub. No one attended	<p style="text-align: center;">HOUSING PROPOSALS</p> <p>Sites to meet our required target of a minimum of 24 new houses have been put forward by landowners.</p> <p>These will be displayed for you to look at and comment on.</p> <p>Several of the sites to be considered are in the Dean Swift Close area.</p> <p>Those from your area who came to the Village Hall last weekend seemed generally happy with the proposals. These see the Nutshell Caravan park site and the smaller site opposite, close to the A40, as favourable sites.</p> <p>We hope you will be able to come and see what is being proposed and let us have your views before any firm proposals are made.</p> <p><small>Any queries contact Lawrie on 01600 890457 or Ken on 01600 890106</small></p>	 <p style="text-align: center;">Goodrich & Welsh Bicknor Neighbourhood Development Plan</p> <p style="text-align: center;">HOUSING PROPOSALS</p> <p style="text-align: center;">A FURTHER CHANCE TO SEE THE PROPOSALS, SOME OF WHICH ARE IN THE DEAN SWIFT CLOSE AREA</p> <p style="text-align: center;">BETWEEN 5.30 TILL 7.30 pm WEDNESDAY 15TH NOVEMBER</p> <p style="text-align: center;">AT THE CROSS KEYS INN</p> <p style="text-align: center;">Drop in any time</p>
	Parish Council			

32	23rd November 2017	Meeting with largest employer (tourism based) in parish to discuss current activity and future potential developments. Following E-mail exchanges between the Steering Group and the business concerned a Tourism Policy Update 1 was produced which can be viewed here .
	Consultation	

33	11th January 2018	Extraordinary meeting of the Parish Council held to discuss and approve the Draft Plan for Regulation 14.
	Parish Council	

34	March 2018 Publicity		<p>Flyers announcing Regulation 14 Consultation period hand-distributed to all properties in the 2 parishes (See Appendix B). A similar text version of the flyer was posted on the NDP website.</p> <p>E-mail sent all on the NDP and Village Hall e-mail address lists.</p> <p>Posters were displayed on roadsides throughout the 2 parishes publicising the upcoming Regulation 14 Consultations.</p>	
	Regulation 14 Consultation			
35	13th March to 24th April 2018		<p>The draft plan was published on the Goodrich NDP website, including the formal notice of the consultation arrangements and consultation period, which can be viewed here. Accompanying the draft Plan were copies of the Parish Environmental Report, the Natural Environment Evidence Report, the HRA plus the Housing Requirements and Site Assessments Reports. The response sheet was also published, including options for returning representations.</p> <p>Paper copies of the plan and response sheets were available in the Hostelrie and Cross Keys Public Houses in Goodrich, Goodrich Church and in the Public Library in Ross on Wye.</p>	
	Regulation 14 Consultation			
36	24th March and 21st April		<p>Steering Group members available in Goodrich Village Hall to assist with queries on Regulation 14 process and draft NDP on Saturdays 24 March and 21 April.</p>	
	Consultation			
37	27th June 2018		<p>Reg. 14 representations were considered and amendments made. These were to be put forward to the Parish Council at their July meeting.</p>	
	Steering Group			

Section 3

Goodrich & Welsh Bicknor Neighbourhood Development Plan

Schedules of Representations and List of Alterations in response to Draft Plan, Regulation 14 stage, March 2018

The schedule of representations and List of Alterations can be viewed [here](#).

[Appendix A Letter to Businesses](#)



BUSINESS INFORMATION REQUEST

15/03/2017

Dear

Goodrich and Welsh Bicknor Parish, as well as most other parishes in Herefordshire, is carrying out a Neighbourhood Development Plan (NDP) exercise.

This is primarily aimed at asking those living in the Parish for their views on a range of local planning issues and using these to formulate a set of policies for the Parish. These will, once approved by the Herefordshire Council, become part of the official planning rules for the Parish, against which any future development— whether commercial or residential – will be judged.

For those who live outside the Parish, a copy of the Community Questionnaire which has been sent to all those aged 16 and over, who live in the parish, is attached for your information (not completion) to show the range of issues we are asking about.

As well as consulting with those living in the Parish, we would also like the views of the businesses and institutions operating here and, as far as you are able to discuss them, the plans that you have for your business, if this is likely to have any significant impact on the area.

This will allow us to produce a set of proposals that reflect the views of businesses as well as those of residents. Local employment and the future of tourism in the area are issues of interest to many people.

There are certain areas associated with the infrastructure in the Parish where we would benefit from some business input alongside that of the parishioners e.g. roads and access, parking, mobile phone reception and internet access. There are probably also other areas where we are at present unaware of the issues that are giving you concern or where you see opportunities for the future. For you to let us know your views, I can be contacted by e-mail or on the phone and members of our Steering Committee would be pleased to meet with you to obtain a business perspective for the Neighbourhood Development Plan.

Your sincerely

Lawrence Lowe

Secretary Goodrich and Welsh Bicknor NDP Steering Group

ndpsecretary@goodrichandwelshbicknorpc.org or phone 01 600 890457

GOODRICH AND WELSH BICKNOR GROUP PARISH NEIGHBOURHOOD DEVELOPMENT PLAN

Consultation on Draft Plan

Herefordshire Council's Core Strategy requires parishes to accommodate new housing. A Local Steering Group has prepared a plan to try to accommodate the number of houses required, having consulted widely with the community over the past 18 months.

Half the housing requirement has already been built or has planning permission. The Steering Group has tried hard to identify further sites in a way that meets the concerns of the community while providing Herefordshire Council with the confidence they require that the number of houses set for the area will come forward.

Currently the draft plan proposes:

- **3 new housing sites within the village which should enable the required housing target to be met.**
- **A number of other policies addressing concerns expressed by the community.**

Without a local plan in place, future developments in the village will either be decided by developers and local landowners putting forward their own proposals or a plan being imposed by Herefordshire Council, with little opportunity for local opposition.

THE CONSULTATION PROCESS OVER THE NEXT TWO MONTHS

The Draft Plan is now available for formal review over the next six weeks, by yourselves as well as by Herefordshire Council and the 'statutory consultees' e.g. Welsh Water, the Environmental Agency, Historic England and many more.

You are invited to view and comment on the Draft Plan

The Plan along with a downloadable feedback form is available on the NDP web site

<https://goodrichneighbourhoodplan.wordpress.com/>

Paper copies and feedback forms are also available for reading at **Ross on Wye Public Library, St Giles Church, The Hostelrie Inn and The Cross Keys Inn** during their opening hours.

All comments must be received by 12.00 am. 24th April

OPPORTUNITIES FOR FURTHER DISCUSSION AND CLARIFICATION

Should you wish to discuss the content of the Report directly with members of the NDP Steering Group, members of the Group will be available in Goodrich Village Hall from 10.00 am until 11.30 am on

Saturday 24th March and Saturday 21st April

Letter to Dean Swift residents

To All the residents of Dean Swift Close,

Goodrich and Welsh Bicknor Neighbourhood Development Plan (NDP)

Last weekend we had the Launch event for the NDP and we thought you might like to read the comments people attending made about how they thought Goodrich should develop. You should have received a paper through the door, a few weeks ago, telling you what this is all about and inviting you to attend.

On the NDP Team we need to know what people in all parts of the village think about how things should develop in the future.

Herefordshire County Council policies dictate that there are going to be more houses built in Goodrich and planning decisions may be made concerning land on both sides of the A40, so they may well have a direct impact on you.

We are now preparing a questionnaire that will be coming round to you in about three months' time. We hope you will fill that in and let us know what you think; Dean Swift Close is a very significant part of Goodrich and your views are important.

Adam Fletcher
Chairman Goodrich and Welsh Bicknor NDP Team

If you would like to talk to someone on the team, please get in touch with me on -01 600.....