

**BARTESTREE WITH LUGWARDINE  
GROUP PARISH COUNCIL**

**NEIGHBOURHOOD DEVELOPMENT PLAN 2016**

**CONSULTATION STATEMENT**

**Introduction:**

The recognised qualifying body, Bartestree with Lugwardine Group Parish Council, has drawn up this Consultation Statement.

Its purpose is to provide evidence that consultation during the production of our Neighbourhood Development Plan (the Plan) has been well promoted and extended to as wide a range of relevant people as possible.

It lists the processes of consultation employed, the people and bodies who were consulted and the ways in which they were consulted.

It also contains summaries of the main issues raised, how these have been considered and, where relevant, addressed in the Plan.

We have worked in close consultation with Neighbourhood Planning advisors from Herefordshire Council throughout the process of producing our Plan, supporting evidence and statements and have followed their advice and guidance at all times.

**Communication Strategy**

During the whole period of preparation of the Neighbourhood Plan, the residents of the group parish have been kept regularly informed about developments and progress. Agendas and minutes of Parish Council and Neighbourhood Plan Steering Group meetings are posted on the Parish website. Notices advertising events and agendas for meetings are regularly placed on the four Parish notice boards. The Parish magazine, which has 10 issues per year, carries regular updates and news about planning matters and Neighbourhood Plan events. An active group of interested residents receive regular updates by email of matters that are believed to be of concern to them. In addition, Parish events are advertised in the local newspaper, the Hereford Times, by flyers delivered to all homes and by banners and posters.

**The Beginning:**

[\(See Folder CSA\)](#)

Bartestree with Lugwardine Group Parish Council has produced two Parish Plans: the first in 2008 and the second in 2014. The whole of the group parish was designated as a Neighbourhood Plan Area by Herefordshire Council on 06-09-12. The idea of preparing a Neighbourhood Plan was first introduced to parishioners as part of a 'Planning for Real' consultation event for the second Parish Plan on 07-10-12. As a result of the interest shown, the Parish Council resolved to commence the preparation of a Neighbourhood Plan at the Parish Council meeting held on 13-11-12 and established a Neighbourhood Plan Steering Group to assist with the project.

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The key dates are summarised below:

<b>Neighbourhood Plan Key Formation and Consultation Dates</b>	
Dates	Key Formation and Consultation Events
10-07-12	Parish Council agreed to apply for Neighbourhood Plan designated area
06-09-12	Designation of the Neighbourhood Area as the whole of the Group Parish of Bartestree with Lugwardine approved by Herefordshire Council.
07-10-12	First Neighbourhood Development Plan consultation with parishioners at Parish Plan 'Planning for Real' Event
13-11-12	Parish Council decision to produce a Neighbourhood Plan
27-11-12	Preliminary Steering Group meeting
12-03-13	Parish Council decision to reform Steering Group with wider range of people
17-04-13	First meeting of new Neighbourhood Development Plan Steering Group in village hall.
01-06-14 22-06-14	Parishioner questionnaire consultation period
July/August 2014	External data analysis of questionnaire responses
July 2014	Business and Community Facility surveys consultation period
August 2014	Internal data analysis of the responses to the Business and Community Facility Surveys
11-10-15	Public consultation on Draft Plan prior to Regulation 14 submission
17-10-15	Public consultation on Draft Plan prior to Regulation 14 submission
23-11-15 18-01-16	Regulation 14 consultation period
08-03-16	Parish Council approval of Plan for submission to Herefordshire Council under Regulation 16

## Neighbourhood Development Plan for Bartestree with Lugwardine Group Parish

### Consultation 1

(See Appendix 1)

#### Planning for Real Event

**Event date:** 07-10-12    **Time:** 12.00 – 16.00    **Venue:** Bartestree Village Hall + marquee  
**Persons Consulted:** Open to all parishioners.

**Purpose of Consultation:** Find out Residents' wishes for the future of Bartestree with Lugwardine.

**Event Title:** Parish Plan 'Planning for Real' Consultation Event alongside an event called 'Our Community, Our Future' put on by the Bartestree with Lugwardine Sustainability Group.

**Details of Event:**

There was a wide range of activities connected with sustainable living, provided by local producers, for adults and children, including a pig roast.

The 'Planning for Real' was put on by the members of the Parish Plan Steering Group and involved an exhibition consisting of eight themes on separate tables: Children/young people; Leisure; Crime; Traffic/transport/road safety; Planning/housing; Education; Environment/sustainability; Communications within the Group Parish; and one table of information on Neighbourhood Planning.

Hanging on the wall was one very large map of the Group Parish; Three A0 size large-scale maps, one of each of the three main settlements in the Group Parish. Large number of cocktail stick, coloured flags with large number of different issues. Flip chart for comments.

Parishioners looked at the exhibitions, discussed issues with members of the Parish Plan steering group, put flags on the maps to highlight concerns and wrote down comments on issues not already covered.

The issues/concerns raised formed the basis for producing a second Parish Plan.

The Neighbourhood Development Plan table, manned by a Parish Councillor, provided information and opportunities to ask questions and to indicate support for producing a Plan and also interest/willingness to help produce it.

**Publicity for Consultation Event 1**

Type of Publicity	Location of Publicity	Dates
Press release	County times section of Hereford Times	27-09-12
		04-10-12
Posters	Parish Magazine – joint poster	September 2012
	Parish Magazine – 2 separate posters	October 2012
Posters	Parish notice boards & village shop	Sept/Oct 2012
Flyers	Delivered to every household in Group Parish	September 2012
Local Radio	BBC Hereford & Worcester – 'The Guide'	Sept/Oct 2012

**Consultation Results**

Summary of issues raised in comments received	Number of comments with this issue	How issue has been addressed in the Plan
Should Bartestree with Lugwardine Group Parish Council produce a Neighbourhood Plan?	All respondents, approx 50% of attendees were in favour	Decision made to go ahead and produce a Plan
Willingness to help to produce a Plan	10 parishioners	5 invited to form first Neighbourhood Plan steering group

**Total number of attendees:** 248

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### Consultation 2

(See Appendix 2)

#### Neighbourhood Development Plan Questionnaire

**Event period:** June/July 2014      **Persons Consulted:** Every adult parishioner.  
**Consultation Title:** Parishioner Neighbourhood Development Plan Questionnaire

**Purpose of Consultation:** Obtain residents' views on future local planning and development.

**Details of Consultation:**

A 16-page questionnaire produced by the NDP Steering Group and approved by the Parish Council, was hand delivered to the homes of all residents in the Neighbourhood Area aged 18 or over. There was a questionnaire for each resident.

The task was undertaken by a team of 28 volunteers, who received training so that all completed it in the same way and each also carried a letter of authority from the Parish Council. Each volunteer was responsible for delivering the Plans to either one specific or a set of specific postcodes within the Neighbourhood Area.

Whenever possible the volunteers spoke to the householders, handed them the Plans and explained that they would call again to collect them in two weeks' time. If householders were not at home, the volunteers left a note saying they would return. Only if there was no reply on the second occasion, did volunteers leave the correct number of Plans for that household with a note of the collection date. The completed questionnaires were placed in envelopes and sealed prior to their collection. The same volunteers collected the completed questionnaires two weeks later and delivered them to a central point, where the returns from each postcode area were noted. There were 973 (60%) individual responses, although in fact 76% of households returned completed Plans.

The completed questionnaires were analysed by local professional data analysts, Data Orchard.

In July Business Surveys and Community Facilities Surveys were sent out by post to all the relevant bodies within the Neighbourhood Area. There were 10 responses to the Business survey and 13 responses to the Community Facilities survey. These were analysed internally by members of the NDPSG.

The issues raised were considered when writing the Draft Plan.

**Publicity for Consultation Event 2**

Type of Publicity	Location of Publicity	Dates
Press release	County times section of Hereford Times	05-06-14
		12-06-14
Parish Council News Section	Parish Magazine	June/July 2014
Posters	Parish notice boards & village shop	June/July 2014
Notice/ information	Parish website	June/July 2014

**Consultation Results**

Summary of issues raised in comments received	Number of comments with this issue	How issue has been addressed in the Plan
<b>A. Housing</b> Q1. More homes should be built in B & L	66%	Issue has been overtaken by events as now have three developments approved.

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<p>Q2. Types of housing needed in order of importance.</p>		<p>Owner occupied most important. This is the type to be built by the current developers.</p>
<p>Q3. Would you like to see more than 118 new homes built in the period 2011-2031? (the minimum target at the time)</p>	<p>89% No</p>	<p>No new sites have been put forward as planning approval for the new minimum of 152 has almost been achieved in the first five years of the Plan Period.</p>
<p>Q4. New housing should be in keeping with adjacent housing.</p>	<p>86% Yes</p>	<p>Addressed in policy BL1.</p>
<p>Q5. New houses should be achieved by:  i) 'Infill'.  ii) Plots of 6-10 houses  iii) Plots of 11-16 houses  iv) Building large estates</p>	<p>83% for 6% against  56% for 37% against  22% for 71% against  07% for 88% against</p>	<p>No further large sites have been allocated for development (see above) but 'infill' &amp; smaller developments are welcome.</p>
<p>Q6. The types of new homes should be:  i) Family homes  ii) Bungalows/easy access  iii) Starter homes  iv) Executive homes  v) Flats/apartments</p>	<p>84% for 11% against  77% for 14% against  76% for 18% against  46% for 44% against  23% for 67% against</p>	<p>The INCA development will provide up to 10 starter homes. There are already apartments available for sale or rent at Frome Court, Bartestree.</p>
<p>Q7. New homes should be located:  i) by the conversion of redundant buildings  ii) on brownfield sites  iii) within the existing villages  iv) on the edge of the villages  v) on greenfield sites</p>	<p>91% for 4% against  82% for 12% against  65% for 26% against  50% for 41% against  07% for 87% against</p>	<p>Plan reflects wishes of majority of parishioners who do not want large developments on greenfield sites.</p>
<p>Q10. New settlement boundary in:  i) Lugwardine  ii) Bartestree  iii) Frome Park</p>	<p>52% for 27% against  54% for 27% against  48% for 25% against</p>	<p>New settlement boundaries have been drawn in as shown in Map B. New planning approvals made it sensible to include Bartestree and Frome Park/Court within one settlement boundary.</p>
<p>Q11. Building design that  i) respects the scale, density, style of existing adjacent buildings  ii) uses traditional local building materials</p>	<p>90% for 04% against  76% for 07% against</p>	<p>Policies BL1 &amp; BL2 reflect these views.</p>

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<ul style="list-style-type: none"> <li>iii) includes high levels of energy conservation</li> <li>iv) greater than minimum standards for living space</li> <li>v) uses modern techniques</li> <li>vi) includes off-street parking adjoining dwellings</li> <li>vii) provides parks/open spaces within settlements</li> <li>viii) includes new/improved pedestrian &amp; cycle routes</li> </ul>	<p>83% for 04% against</p> <p>64% for 13% against</p> <p>62% for 11% against</p> <p>87% for 06% against</p> <p>81% for 07% against</p> <p>81% for 07% against</p>	<p>There are green spaces in the new developments and existing green spaces are designated as such in the Plan – Policies BL1 &amp; BL9.</p> <p>New/improved pedestrian/cycle routes are difficult to install along the A438 but a foot &amp; cycle bridge alongside the A438 over the River Lugg would help – Policy BL 13</p>
<p>Q13 &amp; 14. Preference for individual sites in Bartestree and Lugwardine.</p>	<p>Maps of sites + choices made (see appendix)</p>	<p>These choices became much less relevant with the planning approval for three large sites in 2015, which will provide 121 dwellings. As a result it was decided to present a 'criteria-based' Plan.</p>
<p><b>B. Jobs and the Economy</b></p>		
<p>Q1. Types of employment to be encouraged locally:</p> <ul style="list-style-type: none"> <li>i) Agriculture/market gardens</li> <li>ii) B &amp; B/holiday accommodation</li> <li>iii) Tourism, leisure &amp; crafts</li> <li>iv) Pubs, cafés, restaurants</li> <li>v) Community service</li> <li>vi) Shops/retail</li> <li>vii) Food &amp; drink production</li> <li>viii) Financial &amp; professional services</li> <li>ix) Light industrial &amp; manufacturing</li> <li>x) Transport, storage &amp; distribution</li> </ul>	<p>83% for 06% against</p> <p>75% for 06% against</p> <p>71% for 09% against</p> <p>63% for 24% against</p> <p>58% for 18% against</p> <p>46% for 38% against</p> <p>45% for 36% against</p> <p>28% for 44% against</p> <p>20% for 63% against</p> <p>10% for 74% against</p>	
<p>Q2. Should more land be allocated for employment?</p>	<p>31% for 50% against</p>	<p>Plan policies encourage working from home.</p>
<p>Q3. Which types of sites should be allocated for employment use?</p> <ul style="list-style-type: none"> <li>i) Conversion of existing buildings?</li> <li>ii) Brownfield land?</li> <li>iii) Greenfield land?</li> </ul>	<p>79% for 11% against</p> <p>75% for 13% against</p> <p>06% for 82% against</p>	<p>The majority of residents do not want more land allocated for employment.</p>
<p>Q4. Do we need to encourage more businesses?</p>	<p>37% for 50% against</p>	<p>The majority of residents do not want more businesses.</p>

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<p><b>C. Traffic &amp; Transport</b></p> <p>Q7. Is there a need for more car parking areas in the villages?</p>	<p>19% for 64% against</p>	<p>Car parking needed near to St. Peter's Church, Lugwardine, for events such as weddings and funerals</p>
<p><b>D. Protecting the Environment</b></p> <p>Q1. Is it important to protect the environment by:</p> <ul style="list-style-type: none"> <li>i) Increasing the green public space in the villages?</li> <li>ii) Protecting important views and vistas?</li> <li>iii) Improving measures for conservation of local heritage assets?</li> <li>iv) Enhancing the protection of Ancient Woodlands, Habitats of Principal Importance, Sites of Special Scientific Interest?</li> <li>v) None of the above</li> </ul>	<p>66% for</p> <p>79% for</p> <p>58% for</p> <p>85% for</p> <p>0%</p>	<p>Green Spaces have been designated and listed – Policy BL9.</p> <p>The protection of historic parklands &amp; Habitats of Principal Importance – Policy BL8</p>
<p><b>F. Sustainability</b></p> <p>Q1. Which aspects of creating a sustainable community need to be addressed?</p> <ul style="list-style-type: none"> <li>i) Walking/ cycling/going by bus more &amp; using own cars less?</li> <li>ii) Building homes that exceed current energy efficiency standards?</li> <li>iii) Allocating land to enable residents to grow own food?</li> <li>iv) Attracting younger people to live here?</li> <li>v) Producing local renewable energy by sun, water or biomass?</li> <li>vi) Producing local renewable energy by wind power?</li> </ul>	<p>74% for 09% against</p> <p>68% for 09% against</p> <p>63% for 11% against</p> <p>58% for 11% against</p> <p>58% for 13% against</p> <p>26% for 52% against</p>	<p>Addressed in Policy BL13.</p> <p>Addressed in Policy BL 1.</p> <p>Addressed in Policy BL9</p> <p>Addressed in Section 4.2.</p> <p>Addressed in Section 4.2.</p>
<p><b>Summary of issues raised in comments received by local Businesses &amp; Community Facilities.</b></p>		
<p>Improve Broadband</p>	<p>3</p>	<p>Less of an issue as access to superfast Broadband is now available to most parts of the Neighbourhood Area.</p>
<p>Effect of more houses on businesses</p>	<p>1</p>	<p>One respondent would get more business but the majority said 'little effect'.</p>

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Improved traffic management in the Neighbourhood Area.	5	<p>i) Reduction in speed &amp; volume of traffic in Longworth Lane &amp; Whitestone Lane.</p> <p>ii) Install traffic lights at Bartestree Crossroads to ease congestion.</p> <p>iii) Improved crossing places &amp; 20mph limits on A438 near to both schools.</p> <p>iv) Install a mirror to aid turning right out of the Lumber Lane on to A438 to show traffic approaching from the left.</p> <p>v) Improve safety at junction of Cotts Lane and A4103. Addressed in Policy BL13</p>
<b>Total number respondents:</b> 973 (60% of adult population)		

### Consultation 3

[\(See Appendix 3\)](#)

<b>Consultation on the First Version of the Plan</b>		
<b>Event dates:</b> 11-10-15 17-10-15	<b>Time:</b> 11.00 – 16.00	<b>Venue:</b> Bartestree Village Hall
<b>Persons Consulted:</b> Open to all parishioners.		
<b>Purpose of Consultation:</b> Obtain residents' views and comments on the Draft ND Plan		
<b>Event Title:</b> Neighbourhood Development – Consultation on the First Version of the Plan		
<p><b>Details of Event:</b>            These two similar events were organised by members of the NDPSG. Inside the door was a welcome desk with a signing in sheet to ensure that those giving comments were residents of the Group Parish. The whole of the Draft N P was displayed on 16 A3 sheets on display boards set up along the centre of the room. Paper copies were also available. Maps showing three different choices of positions of proposed new settlement boundaries were set up along one wall. Site maps and information on five small potential development sites, which were near to the peripheries of the proposed new settlement boundaries, was provided and residents were asked to choose which should be included/excluded from the proposed new settlement boundaries by completing tick sheets.            Residents were asked to complete comment slips on a final table.</p>		
Steering Group members and Parish Councillors were available throughout to provide information and answer questions.		

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<b>Publicity for Consultation Event 3</b>		
<b>Type of Publicity</b>	<b>Location of Publicity</b>	<b>Dates</b>
Press releases	County times section of Hereford Times	01-10-15
		08-10-15
		15-10-15
Parish Council News Section	Parish Magazine	October 2015
Posters	Parish notice boards & village shop & at other prominent sites throughout the parishes.	Sept/Oct 2015
Notice/ information	Parish website	Sept/Oct 2015
Banners	Two large banners at each end of the village for two weeks. Two smaller banners at the entrance to the Village Hall on the days of the events.	05-10-15 until 18-10-15 11-10-15 17-10-15
<b>Consultation Results</b>		
<b>Summary of issues raised in comments received</b>	<b>Number of comments with this issue</b>	<b>How issue has been addressed in the Plan</b>
Residents voted to have Plots 1 & 2 excluded from the proposed new settlement boundaries and Plots 3, 4 & 5 included within them.	Varied between 101 & 107 as not all gave an opinion on all Plots.	Plots 1 & 2 have been excluded from the proposed new settlement boundaries and Plots 3, 4 & 5 have been included within them.
Residents were in favour of smaller pockets of development.	10 (out of 38)	Only smaller pockets of land are included in the settlement boundaries.
Concern about a lack of affordable housing.	2	Planning approval for 121 dwellings will provide 40 affordable homes. Latest housing survey showed a need for only 10 in the Neighbourhood Area.
Lack of positive consideration for travellers.	2	Covered adequately by Herefordshire Council Travellers' Sites document
Car park for St. Peter's Church	2	Lotties Plot (3), which might be suitable for car park, included within SB at this stage.
<b>Total number respondents:</b> 172 (total for both events) 107 voted for in/exclusion of sites 38 wrote comments		

**Consultation 4**

(See Appendix 4)

**Consultation on the Second Version of the Draft Plan – Regulation 14**

**Event dates:** 23-11-15 until 18-01-16

**Persons Consulted:** Members of every household in the group parish (neighbourhood area)

**Purpose of Consultation:** Opportunity for residents and statutory consultees to comment on the Plan.

**Event Title:** Neighbourhood Development Consultation on the Second Version of the Draft Plan

**Details of Event:**

A printed copy of the Plan was sent by post to every household in the Neighbourhood Area, using the list of addresses and postcodes from the electoral roll, which were printed on sheets of sticky labels. The Plans were then delivered to the Hereford Postal Sorting Office and a stamped record of posting was obtained.

Residents were requested to send in their comments to the Parish Clerk by post or by email. Copies of the Plan were also sent to all the recommended statutory consultees, including Herefordshire Council – see list in appendix.

Written responses were received: 30 from residents, 7 from Community Facilities and Businesses, 6 from national statutory consultees and a collection of responses from departments in Herefordshire Council.

**Publicity for Consultation Event 4**

Type of Publicity	Location of Publicity	Dates
Press release	County times Section of Hereford times	17-12-15
		24-12-15
		31-12-15
Parish council News Section	Parish Magazine	November 2015 Dec/Jan 2016
Notice/information	Parish website	November 2015

**Consultation Results**

Summary of issues raised in comments received	Number of comments with this issue	How issue has been addressed in the Plan
Introduction of cycle infrastructure	2	BL13 proposal V): New development should be linked to the villages by foot and cycle ways; a new foot and cycle bridge across the River Lugg near to the A438 would improve travel safety.
New developments should provide adequate parking for both residents and visitors.	2	Covered in Policy BL1 V): Sufficient off-street parking must be provided to accommodate visitor parking.

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Re-opening of the New Inn as a pub or community function e.g. Medical Centre	3	As a community asset, a 6-month window of opportunity was granted for it to re-open. It is currently up for sale.
Should the Conservation Area be outside Settlement Boundary? Development inside the SB?  Lotties Plot (Site HLAA/247/001) should not be included within SB.	3	The relationship between the Conservation Area and the settlement boundary is exactly the same as it was in the previous Unitary Development Plan. Policy BL8: New development in the Conservation Area would only be permitted in exceptional circumstances. Lotties Plot now outside SB on advice from Herefordshire Council Conservation & Archaeology Departments
Settlement boundaries: too large	1	Suggests that Settlement boundaries are in suitable places.
just right	1	
too small	1	
Designated Green Spaces near to the edge should be outside settlement boundaries or if inside should have own boundaries around them.	1	Herefordshire Council advisors' view is that they should be included and have no knowledge of 'own' boundaries so all but the Burial Ground in Lugwardine remain inside.
Section 3.4: No evidence for 'applications rejected or withdrawn' not being included in the settlement boundaries and not put before the Parish Council	1	Evidence such as rejection of a site at appeal by a Planning Inspector and unsuitability of sites according to SHLAA assessments is attached in appendix. The Parish Council approved the Reg. 14 Plan on 10-11-15, see minute 4.3 of PC meeting.
Sites shown by the SHLAA to be of low/minor constraints and adjacent to the settlement boundaries, without other mitigating factors have not been included.	1	HLAA/366/001 – Part of this site has approval for 7 dwellings (151549). O/Bart/008 – Part of the 'Gap' between the two villages. HLAA/088/001 - Rejection of this site at appeal by a Planning Inspector indicates the site had been fully considered.

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<p>Requests by landowners for areas of land outside the settlement boundaries to be included within them.</p>	<p>3</p>	<p>1. HLAA/181/001, land to the north of New Rents Farm, Lugwardine (1ha). Not included because it is in the Conservation Area, near a potential Heritage Asset &amp; has no viable access.</p> <p>2. Small paddock to the east of Stalls Farm House, Bartestree (village) (approx. 0.5ha). Not included because of poor access and is near to Hagley Court &amp; historic parkland.</p> <p>3. O/Bart/004, Lower Bartestree (1.66ha). Not included based on SHLAA assessment, steeply sloping, difficult access on to narrow lane, too far removed from settlement &amp; within the Longworth historic park &amp; garden.</p>
<p>The delineation (gap) between the two main settlements (villages) of Bartestree and Lugwardine is false.</p>	<p>1</p>	<p>It is a Group Parish and the gap separates the two clearly defined villages and will prevent any further subsuming of settlements.</p>
<p>'Decisions on which sites to include in the settlement boundaries was influenced by a poll of 107 voters'.</p>	<p>1</p>	<p>Every household received a copy of the Draft Plan showing the positions of the settlement boundaries. Only 3 comments referred to them.</p>
<p>A limited expansion would not affect the rural feel of the community.</p>	<p>1</p>	<p>Most residents feel that an 18% (152) increase in housing over 20 years is not 'limited' expansion and both the increase in housing and associated increase in traffic would have an effect on the rural feel of the community.</p>
<p>Concern for the level and speed of traffic on the main and country roads.</p>	<p>2</p>	<p>The Plan promotes a steady rate of development, which in turn will limit the increase of traffic by a steady rate.</p>

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<p>There were/are insufficient people to use the facilities such as the New Inn, Post Office and 'sporadic' bus service.</p>	<p>1</p>	<p>The New Inn was not used much because it has lacked investment over many years and had become unwelcoming and shoddy. The Post Office closed due to the personal circumstances of the Post Mistress not because it wasn't used. The excellent bus service runs hourly throughout the day and is very well used.</p>
<p><b>Total number of respondents: 44</b></p>		