



**Loggerheads**  
Parish Council



## **LOGGERHEADS NEIGHBOURHOOD PLAN**

**2013-2033**

### **CONSULTATION STATEMENT**

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## 1 INTRODUCTION

1.1 This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012. Section 15(2) of Part 5 of the Regulations sets out what a Consultation Statement should:

(a) contain details of the persons and bodies that were consulted about the proposed neighbourhood development plan;

(b) explain how they were consulted;

(c) summarises the main issues and concerns raised by the persons consulted;

(d) describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.

1.2 Loggerheads Parish Council and the Neighbourhood Plan Steering Group (made up residents and Parish Councillors) have carried out consultation activities with both community and statutory bodies as well as interested parties. This is to enable extensive engagement and involvement in the preparation of the Loggerheads Parish Neighbourhood Plan.

1.3 This consultation statement sets out details of all the events and activities carried out in the community and with key bodies identified as stakeholders. The engagement activities were carried out to ensure full inclusivity in the decision making throughout the development of the plan. It also aimed to promote fairness and transparency to help achieve a high quality Neighbourhood Plan for the Parish.

1.4 This Consultation Statement document is available on the Loggerheads Parish Council website at [www.loggerheadsparishcouncil.co.uk](http://www.loggerheadsparishcouncil.co.uk)

## 2. Consultation Strategy

2.1 The aims of the Loggerheads Neighbourhood Plan consultation process were:

- To ensure that the implications of the Localism Act are fully understood
- To engage with as wide a range of people as possible, using a variety of events and communication techniques
- To ensure that all the residents and other stakeholders were fully informed on a regular basis from the start of the process
- To ensure that meetings took place at regular intervals and at critical points in the process where decisions needed to be taken
- To ensure that results of consultation were fed back to local people and available to read (both by hard copy and via the internet) as soon as possible after the consultation meetings and events

- To ensure that the Parish Council are fully informed and consulted throughout the neighbourhood planning process.

2.2 The key stages in the consultation strategy were:

- Designation
- Mass consultation through a parish wide questionnaire to promote the Plan and gather early priorities and issues, which would help develop the vision and objectives
- Public involvement through working groups – issues, options and proposals
- Public involvement by attending meetings and having regular feedback using noticeboards, website and the Council’s own newsletter
- Consultation on the issues and proposals through public meetings agreeing the issues and proposals
- Draft Plan – Statutory Pre-submission consultation
- Independent Examination
- Neighbourhood Plan Referendum

### 3. Background and Plan Preparation Process

Background:

3.1 Loggerheads Parish Council had been working with the community to help shape the future of the Parish. The Loggerheads Parish Plan was produced in 2008 and the Loggerheads Neighbourhood Statement was prepared in 2012. Information from both of these documents remained relevant for the Neighbourhood plan.

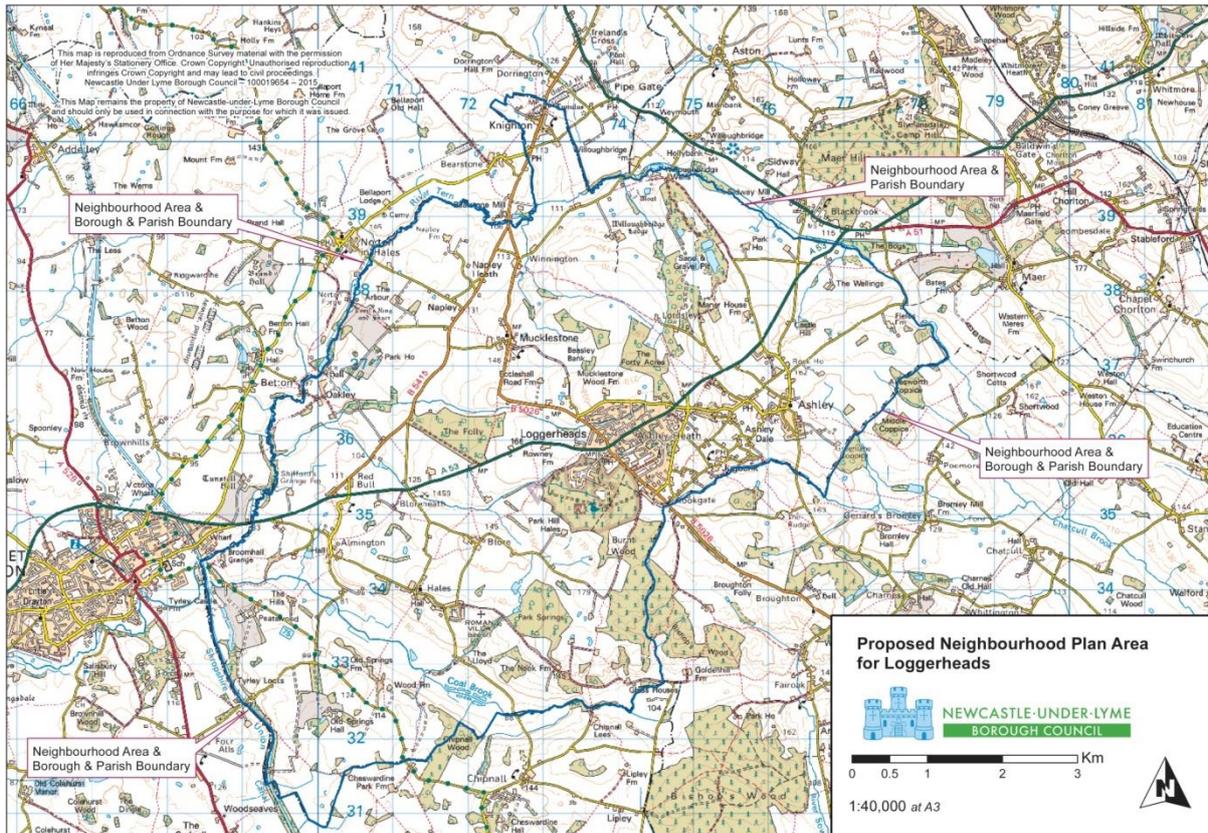
3.2 As a statutory consultee, Loggerheads Parish Council has represented the views of residents over the years by responding to consultations from Newcastle Borough and Staffordshire County Councils in the light of influencing local plan policies and infrastructural development proposals to benefit the parish and its residents.

3.3 In early 2015 the Parish Council agreed to start work on a neighbourhood plan and put in place the structures to produce a Neighbourhood Plan. After consultation with local groups and individuals a Steering Group, comprising Parish Councillors and representatives of the local community was established and first met on 26 October 2015.

Plan preparation process:

3.4 The Loggerheads Parish Council application to designate a Neighbourhood Plan Area was approved by Newcastle Borough Council on 26 September 2015 for the purpose of enabling LPC to prepare the ‘Loggerheads Neighbourhood Plan’ (LNP).

3.5 The boundary of the Loggerheads Neighbourhood Plan Area is as shown below.



### 3.6 The three main stages up to submission comprise the following:

- Designation, formation of Steering Group, evidence collection including a Housing Needs Assessment and residents and business surveys, public meetings, all of which informed the evidence base on which the Loggerheads Neighbourhood Plan is based;
- Pre-Submission Neighbourhood Plan – this report comprised the draft vision, objectives, policies, proposals and map of the plan for a statutory six week public consultation period; and
- Submission Neighbourhood Plan – this report took into account the representations received on the draft proposals during the public consultation period and its contents were amended as necessary before submission to the local planning authorities.

### 3.7 Some community engagement activities undertaken throughout the plan include:

- Launching of plan at a residents meeting on 6 August 2015 with over 60 residents in attendance
- Baseline information on the Parish from 2001 and 2011 censuses and other sources gathered
- Parish wide survey of residents and businesses carried out
- Survey of young people at primary schools and youth group carried out
- Workshops held with residents
- Consultation on draft vision and aims at Annual Parish Meeting on 7 June 2016
- Consultation on Pre-submission Plan from 3rd November to 15 December 2017

- Ongoing provision of information and updates for residents through banners, emails, flyers, regular articles in Parish Magazine, and via the Parish Council website. The website has a section dedicated to the Neighbourhood Plan where all publicly available material; agendas and notes of Steering Group meetings; reports from Focus Groups, and consultation documents were regularly posted; with key events shown on the home page when necessary.

(See Appendix A – Consultation Plan with Activity Log)

#### 4. Engaging with the Community

4.1 On 6 August 2015 Loggerheads Parish Council arranged a residents meeting with over 60 residents present. The meeting unanimously supported the Parish Council's proposal to prepare a Neighbourhood Plan.

4.2 In February 2016 the Steering Group held 4 workshops for residents of the Parish in the 4 wards, to learn what a Neighbourhood Plan entailed; the process of producing a Neighbourhood Plan, and how the general public could become involved and help shape the Neighbourhood Plan. 76 persons attended and provided feedback on various aspects of the Neighbourhood Plan.

4.3 In 2008 Loggerheads Parish Council produced a Parish Plan. A questionnaire covering: facilities in the local area; local roads and road safety; environment and upkeep of area; public transport; community safety; leisure and recreation; development of the area; and democracy, communication and information; was delivered to all households in the area. Separate questionnaires for local businesses; children age 8 to 11 and young people 12 to 17 were also distributed. The response rate was excellent, averaging nearly 50% of all residents.

4.4 In 2014 the Parish Council distributed a survey to all households about the support for the sale of Borough Council land in Loggerheads for housing and the support for new community/sports facilities in the village of Loggerheads. 77 responses, 71% against use of land for housing, 78% supported facilities.

4.5 The Neighbourhood Plan Working Group agreed that the Neighbourhood Plan needed to be based on up-to-date views of residents and local businesses and should focus on issues relating to development (housing, infrastructure, facilities, transport, and environment). The questionnaire surveys for Market Drayton Neighbourhood Plan, Gnosall and Tattenhall Plans together with the 2008 Parish Plan questionnaire were considered and a questionnaire survey for Loggerheads was put together. Key questions retained same wording as 2008 survey to allow results to be compared. The draft was considered by the Working Group and a resident who works in market research and has significant experience of questionnaire design.

4.6 The questionnaire was distributed in an envelope to all households in the parish with the community newsletter in February 2016. An on-line version was also available. A total of 511 responses were received, which is 14% of the adult population, with 490 households represented, 27% of households in the parish. 377 were received back as paper copies; 174 from the web version.

4.7 On 7 June 2016 at the Annual Parish Meeting residents were consulted on the draft vision and aims. 12 councillors and 50 residents considered the draft vision and confirmed it reflected what they wanted to see over the next 20 years. The residents worked in groups on the draft aims to identify projects needed to deliver the aims and identify any constraints. This work then used to help to draft the planning policies.

4.8 A residents meeting was held on 18 October 2016 to seek views on the draft policies prior to pre-submission consultation.

4.9 In November Regulation 14 consultation was launched with drop in sessions for residents to offer feedback or raise questions.

## 5. Engaging with Young people

5.1 To ensure that the Loggerheads Neighbourhood Plan represents the views of all residents, a survey was put together in February 2016 for primary children Year 5/6 at the two primary schools in parish, Hugo Meynell in Loggerheads and St Marys, Mucklestone and young people age 13-17 who attended the youth group. A total of 109 were returned.

## 6. Engaging with Businesses

6.1 A business questionnaire was distributed to all households as part of the Residents questionnaire and delivered to all business premises in the parish. 70 responses were received relating to 75 businesses.

## 7. Engaging with Statutory Bodies and Organisations

7.1 Staffordshire County Council has provided information on historic assets, education and transport, there has been liaison with Severn Trent and the Health Service locally about facilities and capacity. For the Strategic Environment Assessment the views of Historic England, Environment Agency and Natural England were sought on the draft Plan.

## 8. Working with Newcastle under Lyme Borough Council

8.1 In April 2015 members of the Strategic Planning Group of Loggerheads Parish Council met with Newcastle under Lyme Borough Council's Development Planning to discuss the

assistance, financial and in kind, that the Borough Council could provide and the area that the plan should cover. The application for Designated Area was submitted first in April 2015 for an area that was only part of the parish. Following consultation the responses were considered and it was agreed to resubmit the application for designation to cover the whole of the parish. This was submitted to Newcastle Borough Council on 24 July 2015; and agreed on 26 September 2015. On 8 March 2016 and 29 July 2016 members of the Steering Group met with Newcastle Borough Council's Development Planning Manager to update on progress.

8.2 In July 2016 the Neighbourhood Plan Group submitted an early draft of the Neighbourhood Plan to the Borough Council for an Environmental Screening. In December 2016 the Borough Council screening assessment requiring a Strategic Environment Assessment (SEA) was sent to statutory consultees for their views. Historic England confirmed that they agreed an SEA was required. The Neighbourhood Plan Group applied for support through Locality to undertake an SEA and Aecom were appointed to undertake same. This was completed in August 2017.

8.3 In 2017 the Borough Council appointed a part time dedicated Neighbourhood Planning Officer and liaison has been ongoing throughout 2017.

8.4 Newcastle under Lyme Borough Council was the principal Statutory Consultee on the Pre-submission draft of the Neighbourhood Plan; and on 9<sup>th</sup> January 2018 members of the Steering Group met with Newcastle Borough Council's Neighbourhood Planning Officer to discuss the comments that had been received during the public consultation period.

## 9. Co-operation with Neighbouring Parishes

9.1 On 2 October 2015 representatives from the Neighbourhood Plan Steering Group for Loggerheads met with a joint group representing the three neighbouring parishes of Whitmore, Maer and Aston and Chapel Chorlton who had agreed to apply for designation for one plan to cover the three parishes. In 2017 three other parishes applied for designation, Keele, Betley and Madeley. The five plan groups have set up a Newcastle Neighbourhood Plan Forum and have worked together throughout the process and shared good practice and lessons learnt.

## 10. Updating Residents

10.1 Residents in Loggerheads Parish have been updated with progress with the emerging Loggerheads Neighbourhood Plan through:

- regular articles in the Parish council newsletter
- banners, letters, emails, and flyers on noticeboards
- Parish Council website
- Parish Council and Steering Group meetings that are open to the public

- Public meetings and Annual Parish meeting

## 11. REGULATION 14 PRE-SUBMISSION CONSULTATION

11.1 The Neighbourhood Plan Steering Group finalised the Draft Loggerheads Neighbourhood Plan in November 2017. The Regulation 14 Pre-Submission Consultation ran for a six-week period from 3<sup>rd</sup> November 2017 to 15 December 2017. A coordinated publicity campaign was undertaken which comprised:

- A newsletter was delivered to every household in the parish making people aware of how and where they could view the plan.
- Hard copies were made available in the Library and Fire Station
- Notices were displayed in bus shelters, on banners and on noticeboards around the village
- A notice and link to the plan was added to the Parish Council website (<http://www.loggerheadsparishcouncil.co.uk/>)

11.2 In accordance with requirements of the Neighbourhood Planning Regulations, relevant statutory consultees were notified by letter. In addition, a range of parties that the Steering Group considered were likely to have an interest in the plan were also written to. All parties were advised to download a copy of the plan, but were advised that hard copies could be issued on request.

11.3 The full list of statutory consultees that were written to is as follows:

- Newcastle under Lyme Borough Council
- Staffordshire County Council (education and transport departments)
- Environment Agency
- English Heritage
- Natural England

11.4 A copy of the letter sent to the statutory bodies is shown in Appendix B. A copy of the letter sent to non-statutory consultees is shown in Appendix C. A list of consultees is shown in Appendix D.

11.5 In total there were 16 respondents to the Pre-Submission Consultation. This reflected a mixture of local residents, business owners, landowners and other stakeholders. The schedule of comments and the respective responses made are shown in Appendix E. It also describes how these issues and concerns have been considered and, where relevant, addressed in the submission draft of the Neighbourhood Plan. As a result, the Submission Loggerheads Neighbourhood Plan has been appropriately amended.

## 12. SUMMARY

The Loggerheads Neighbourhood Plan has been prepared after significant consultation with residents, businesses, landowners and statutory bodies. The Plan reflects the issues raised during this consultation and should help to develop the Neighbourhood area in the way that local people wish.

Appendix A – Consultation Plan including Activity Log

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