

ASHINGTON PARISH
Neighbourhood Plan



Ashington Parish Neighbourhood Plan
2019 to 2031
CONSULTATION STATEMENT



MAY 2020

Produced by Ashington Parish Council
Under the Neighbourhood Planning (General) Regulations 2012 (Part 5 s15)

Ashington Parish Council Neighbourhood Plan Consultation Statement

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1. CONSULTATION PROCESS

Introduction

- 1.1 This consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012 in respect of the Ashington Neighbourhood Plan (ANP).
- 1.2 The legal basis of this Consultation Statement is provided by Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations (as amended), which requires that a consultation statement should:
 - Contain details of the persons or bodies who were consulted about the proposed neighbourhood development plan;
 - explain how they were consulted;
 - Summarise the main issues and concerns raised by the persons consulted; and
 - Describe how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.
- 1.3 The policies contained in the ANP are as a result of considerable interaction and consultation with all parts of the community and businesses within the parish. Work has involved community groups over approximately four years, as well as surveys, public meetings and events. This has been overseen and coordinated by firstly Ashington Parish Council and the ANP Steering Group, which was formed to lead the ANP at the beginning. In the middle stages of the ANP process a Consultant was employed to put the Plan together, using the evidence gathered from our consultation. Views and interactions from this entire process led to the Vision and Objectives in the ANP, and subsequently therefore form the basis for the key policies set out in the ANP.
- 1.4 Consultation activities have also been carried out with statutory bodies as well as other interested parties & stakeholders. This is to enable extensive engagement and involvement in the preparation of the ANP.
- 1.5 All engagement activities were carried out to ensure full inclusivity in the decision making throughout the development of the Plan. Fairness and Transparency were paramount throughout to help achieve a high quality Neighbourhood Plan.
- 1.6 This document, and others, is available on the Ashington Parish Council website ashingtonpc.org.uk

Background and Plan Preparation process

- 1.7 Ashington Parish Council has been working with the community for many years to help shape the future of the Parish. The Parish Council first undertook a Village Survey in 1995 and then again in 1999. Following strategic expansion of the village in 2000 another Survey (of the new residents) took place and a Parish Action Plan was produced. In 2006 a further Village Survey took place and Ashington Parish Plan was produced. In 2010 a further Survey was conducted, and a Community Action Plan published. A Housing Needs Survey was undertaken in 2012. A Transport Survey and Older Persons Survey were also undertaken in 2010.
- 1.8 As a Statutory Consultee, Ashington Parish Council has represented the views of residents over the years by responding to consultations from authorities such as:

Horsham District Council, West Sussex County Council and others in light of influencing local Plan policies, infrastructure developments and decisions that affect the Parish and its residents.

Organisational Structure of the ANP

- 1.9 A Neighbourhood Plan Steering Group was set up on 7th March 2016 to oversee production of the Ashington Neighbourhood Plan on behalf of Ashington Parish Council who hold overall responsibility. Initial membership of the Steering Group comprised 3 members of Ashington Parish Council and 6 representatives from the local community who responded to advertisements in local publications including on noticeboards and Parish Council agendas/minutes.
- 1.10 As the project progressed more volunteers were needed to establish Focus Groups and members came forward from the various open letters, drop-in sessions, Surveys and other community engagement events.
- 1.11 Five Focus Groups were established – each group having 3-6 members. The groups were: Housing & Development; Environment & Countryside; Community Facilities & Infrastructure; Transport, Local Economy. These groups met both formally and informally to discuss and analyse information to inform the production of the Ashington Neighbourhood Plan. All groups were tasked with researching existing facilities, services and infrastructure and consulting with residents, local groups, businesses and other stakeholders about their opinions on the existing provision and whether improvements and/or new facilities/infrastructure were needed to support a thriving community. Focus Groups produced a SWOT Analysis, and this was used to prepare a detailed Residents Survey and to inform the Neighbourhood Plan Vision, Objectives and Policies.
- 1.12 As the Plan took shape the Focus Groups were no longer needed but Focus Group members were updated with Plan Progress by email, including 12th July 2017 message showing links to key documents (HNA, State of the Parish, Assets & Treasures) and information about Vision & Objectives.
- 1.13 The Steering Group met regularly throughout the Plan process – to be briefed on progress, new information and to agree the next steps.
- 1.14 In order to manage the whole ANP project Ashington Parish Council adjusted its Clerking resources in October 2015 and appointed a ‘Neighbourhood Plan Clerk’ to lead the project throughout – under the management of the Steering Group. Minutes and actions were agreed at Steering Group meetings and the Clerk was tasked with various activities between meetings and to report back progress.
- 1.15 During the project two Steering Group members left for personal reasons and one new member joined in June 2019.

Neighbourhood Plan Engagement Activities:

Community

- 1.16 A Community Consultation document was prepared by the Neighbourhood Plan Clerk in October 2015 (see Appendix A) to provide an initial framework to be followed to ensure all Stakeholders are consulted, included and informed regarding the Neighbourhood Plan.
- 1.17 Community engagement events & activities undertaken during the Plan preparation included:

- Open Letter to residents explaining what a Neighbourhood Plan is and asking for volunteers (August 2014)
- Letter to residents encouraging involvement in the Plan (February 2015)
- Open Days – two events of a weekday evening and a weekend afternoon (January 2015). Display boards, Parish Councillors on hand to answer questions. Residents could learn what a Neighbourhood Plan entails, the process of producing a Neighbourhood Plan, the structure and remit of Steering and Focus Groups and how residents could be involved in preparation of the Plan.
- Production of an Ashington Rural Place Profile by Action in Rural Sussex based on Census information (January 2016)
- FAQ sheet prepared (March 2016)
- Residents General Survey (May 2016) – questionnaires were delivered to every household in the village. The response rate was 12.1% and results were used to inform Focus Group work and SWOT analysis.
- Stall at Ashington Festival (August 2016) manned by volunteers and asking for more volunteers
- Consultation with Community Groups (December 2016-January 2017) – all community groups were contacted by the Neighbourhood Plan Clerk and questions were asked regarding their future needs and wishes in terms of equipment, buildings, infrastructure, membership, publicity amongst others.
- Detailed Village Survey (February/March 2017) using information from all community engagement events, surveys, Focus Group work etc, response rate 30%
- Email updates were issued showing progress/next steps to all those that provided an email address in the Detailed Village Survey.
- Once the draft State of the Parish report, Assets & Treasures report and draft Vision & Objectives document had been produced the Steering Committee re-consulted with: residents, focus groups, Parish Council, stakeholders, community groups etc and amended documents where it was felt necessary.
- Meeting with Ashington Community Centre Trust 5th July 2017 to discuss results of the Detailed Village Survey and agree a project list of ‘deliverables’, short-term projects with good resident support that existing s106 funds can be used to provide. Agreed list is astro/artificial grass for multi-sports court (an ACCT asset), outdoor gym and play area improvements at Posthorses play area. Further meetings resulted in a shortened list (play area improvements and new multi-sports court surfacing). Community Needs & Priorities document produced.
- January to March 2018 saw us consult with residents on the question of where they consider to be the ‘centre/heart’ of the village. 53 responses were received and showed that the Community Heart is the Community Centre, Church, School, Recreation Ground area and the ‘Retail Heart’ is the Co-op and London Road area.
- Engaging with Young People (12-18) - Young Persons Survey (February/March 2017) was designed in conjunction with Ashington Youth Club. It was publicised to both local Schools (Rydon Community College and Steyning Grammar School), Ashington Youth Club and other local Youth Groups, including Ashington Scouts and Ashington Cougars Junior Football Club. Members of the Parish Council attend Youth Club to talk about the Survey and assist the Youth to complete the Surveys. A summary report was included within the State of the Parish Report May 2017.

- Engaging with Businesses – A Business Survey was produced (November 2016) and businesses were visited by Steering Group members who discussed the Neighbourhood Plan and what it means for local businesses. Completed Surveys were collected. A summary report was included within the State of the Parish Report May 2017.
- Preferred Site Allocations Planning Workshop/Exhibition 1st & 2nd February 2019 - An exhibition of Preferred Site Allocations was held at the Community Centre. The event was widely publicised: leaflets delivered to all residents & businesses, two banners on roadside verges, posters in noticeboards, West Sussex County Times letter, Worthing Herald, Parish Council website, Facebook, Twitter. Email invitations to: ALL Site Promoters (even those rejected at Part 1 assessment stage); Neighbouring Parishes; Community Groups; HDC; WSCC; Environment Agency; Historic England; Natural England; Focus Group members; Steering Group. The Planning Consultant, in conjunction with the Clerk & Steering Group prepared exhibition materials. Feedback forms were made available at the exhibition. Steering Group members and the Clerk were in attendance throughout to provide more information and to answer any questions. Exhibition materials were put online during the exhibition for those that could not attend and a deadline for submission of comments was set at 8th February 2019. A repeat Exhibition was held on 6th February 2019 at the Ashington monthly Lunch Club which attracts the elderly of the Parish. A Steering Group member attended to give more information and answer questions. No Site Promoters were told in advance whether their site was a preferred site. Feedback was gathered, summarised and put onto the PC's website and Facebook page on 11th February 2019. A total of 275 people signed attendance sheets; an additional small number attended but did not sign-in.
- Engaging with the Parish Council – throughout the Plan preparation process the Parish Council were kept informed via regular monthly updates at Parish Council meetings. Any questions from these meetings were fed back to the Neighbourhood Plan Clerk and on to the Steering Group. As the project progressed then documents were shared with the Parish Council and residents via the website. The Parish Council (excluding Cllr Woolley who had a prejudicial interest in Site 5) were provided with a copy of the draft Neighbourhood Plan on 11th March 2019. Cllr Woolley had been totally excluded from any involvement during the preparation of the Neighbourhood Plan.
- At the Parish Council meeting of 16th May 2019 a number of residents attended to express their concerns with the Neighbourhood Plan in relation to the site allocations, housing numbers and building on greenfield land. A full copy of the minutes is available on the Parish Council website. The Steering Group Chairman, Parish Council Chairman (also a Steering Group member) and Parish Clerk (also the Neighbourhood Plan Clerk) answered all of the residents questions and concerns and encouraged residents to engage with the Neighbourhood Plan as it progresses to Regulation 14 Pre-Submission consultation.
- The draft ANP and all supporting documents were presented to the Steering Group on 3rd June 2019 for formal approval and agreement to present to the Parish Council on 6th June 2019. This was agreed by the Steering Group.
- The draft ANP and supporting documentation were presented to the Parish Council at its meeting on 6th June 2019 and were formally approved to proceed to Regulation 14 Pre-submission consultation.

- Monthly updates were presented at Parish Council meetings and advertised on the meeting agendas so that residents could attend to ask questions or read the meeting minutes when they were published.
- The Neighbourhood Plan Clerk responded to all emails, telephone calls etc from residents promptly and factually.

Landowners/site promoters

1.18 Engaging with landowners/site promoters (April 2016 onwards) through: Call for Sites, site submissions, Part 1 and Part 2 Assessment. Update emails sent out:

- 13th June 2017; 26th June 2017 (including links to the recently published Assets & Treasures report and State of the Parish report on the Neighbourhood Plan website);
- 12th July 2017 (including link to Final Housing Needs Assessment report and updated State of the Parish & Assets & Treasures reports);
- 13th Sept 2017 (Site Sustainability work);
- 18th September 2017 (update on Site Sustainability/visits & selection process)
- 4th October 2017 (update on WSCC Education response and The Glebe Surgery letter);
- 15th November 2017 (update on Site Sustainability Assessments),
- 6th December 2017 (draft Site Assessments sent out),
- 22nd January 2018 (thanks for responses and update on next steps),
- 18th April 2018 (update on Community Asset Audit, priority list, policy development).
- 18th May 2018 (sent a copy of Community Needs & Priorities document and asked for responses by 22nd June).
- 31st July 2018 letter to Sites 1,5,6,16 asking for more information following their responses to the Community Needs & Priorities document, email to other Site Promoters saying that we are waiting on supplementary information from some Site Promoters.
- Various email exchanges with Sites 1,5,6,16 August-October 2018 asking for more information. Update to all Site Promoters 30th October 2018 letting them know we are just gathering last bits of information before shortlisting our Preferred Options and completing a draft Neighbourhood Plan.
- Email updates pre-Xmas 2018 to say that Preferred site Options had been chosen by the Steering Group and an Exhibition would be held in Jan/Feb 2019.
- Email update early Jan 2019 with dates for the Exhibition and formal invitations (see section 2.7).
- Email update to ALL Site Promoters 15th March 2019 to say that the draft ANP has been sent to HDC for a formal 'healthcheck' prior to Regulation 14 Pre-submission consultation.
- Meeting with representatives Sites 1, 5 & 6 on 25th March 2019 to discuss 'next steps'. Update from all sites on their joint meeting that was held on 21st March 2019. Access appraisal had been conducted to establish in principle joint access to Sites 5 & 6, Heritage assessment was being prepared for the access to Sites 5 & 6 and both documents would be ready by April/May. Reassurance that all 3 sites had agreed to work together to produce a 'masterplan' ensuring comprehensive delivery of both new homes and community facilities. Sites also agreed to sign a 'Memorandum of Understanding' to confirm joint enterprise.

- Email update to all site promoters on 20th May 2019 with information about HDC’s Healthcheck report, next steps and provisional timetable for Regulation 14 consultation
- All informed 17-21 June 2019 of Regulation 14 Pre-Submission consultation dates and process.
- August 2019 - Following representations made by Historic England at Regulation 14 stage regarding Roman remains on the land at Church Farm House, landowners informed and requested to consider alternative approach.
- 24th April 2020 – Letter from Historic England confirming objection to built development on land at Church Farm House based on the known and likely archaeological remains pertaining to a Roman Villa on site.
- April 2020 – liaison between landowners/promoters of land at Church Farm House and land west of Ashington School confirms that a single joint allocation is acceptable.
- May 2020 – draft copy of Regulation 16 Neighbourhood Plan (with all Regulation 14 amendments) sent to Sites 1,5 & 6 out of courtesy.

Statutory bodies

Schools/County Education:

1.19 Correspondence with Ashington CE Primary School regarding school places October 2016.

<i>Academic Year</i>	<i>On Roll / Forecast</i>	<i>Capacity</i>
2016/17	178	180
2017/18	208	210
2018/19	210	210
2019/20	210	210
2020/21	210	210

1.20 WSCC Planning for School Places document Feb 2017 – show no plans to increase capacity at Ashington CE Primary School and that there is currently spare capacity in primary and secondary education in the Storrington/Steyping locality. There are no plans to expand primary or secondary provision in the Storrington/Steyping locality to 2032 and the additional 210 Primary and 206 Secondary places needed from 2016-2032 “should be addressed by the changes made in the current education provision.”

1.21 Email contact with Caroline West (WSCC Education) regarding HNA housing numbers, asking for opinion on impact on Education in Parish and locality:

Ashington Parish Council Neighbourhood Plan Consultation Statement

s8.pbvmail.uk

Subject **RE: Ashington Neighbourhood Plan - new homes for Ashington**

From Caroline West <Caroline.West@westsussex.gov.uk>

To np@ashingtonpc.org.uk <np@ashingtonpc.org.uk>

Copy Tracey Dunn <Tracey.Dunn@westsussex.gov.uk>

Date 08/08/2017 11:03



Dear Karen

Thank you for e-mail dated 19th July, informing us that Ashington Parish Council are preparing a Neighbourhood Plan. Please inform me at each consultation stage, the County Council can then consider the consultation documents and make comments, if required.

Regarding your queries in your e-mail, the number of school places required to meet development needs depends on the final housing mix however at a plan making stage the County Council makes an assessment as to the numbers that could be generated from development and plan using that figure until further detail comes forward in a planning application. The proposed level of housing the Parish Council are considering allocating would equate to approximately 4 – 7 pupils per year of age (28 – 49 primary age pupils and 20 – 35 secondary age). Current pupil projections indicate that this level of growth could be accommodated in the area. The County Council would consider the level of proposed development, infrastructure required and work with the District Council through the planning application process to secure infrastructure contributions.

Planning School Places is a document that sets out the policies and principles of the County Council, updated prepared yearly. The document takes into account planned and programmed development in the educational localities across the County, so you may find it useful to consider when planning for your area.

<https://www.westsussex.gov.uk/about-the-council/strategies-plans-and-policies/schools-plans-policies-and-reports/planning-school-places/>

Kind regards

Caroline

Tracey Dunn<mailto:Tracey%20Dunn/SS/WSCC> | School Planning Officer (South), Economy, Planning & Place, West Sussex County Council<<http://www.westsussex.gov.uk/>>
Location: Second Floor, Northleigh, Tower Street, Chichester, West Sussex PO19 1RH
Internal: 23048 | External: 0330 222 3048|Mobile: 07775 523388
E-mail: tracey.dunn@westsussex.gov.uk<mailto:tracey.dunn@westsussex.gov.uk>

- 1.22 Email contact with Ashington CE School 5th October 2017 reported that there were 38 applications for places in Reception Class starting September 2017, 8 children were initially placed on the waiting list and the 8th child (who lives outside the catchment area) did get a place in Reception Class. All Ashington children, who wanted a place, were successful.
- 1.23 Meeting with Ashington School Headteacher & Business Manager December 2018 to talk through Preferred Site Allocations and likely impact on Ashington School. Access to Forest Schools and school allotment on Site 6 identified as potentially at risk. Proposed highways access route to Site 6 across the school field was not supported. Availability of school places was not considered a significant issue. Follow-up telephone conversation with Chair of Governors confirmed these discussions.
- 1.24 WSCC's Planning School Places 2018 document does not indicate any need to increase primary or secondary school capacity in our area in the long term:

Storrington (STARS) – primary provision

The table below provides historic information on the total number of available primary places in the reception year across all primary schools in the school planning area compared with the actual number of pupils starting school that year.

A negative figure shows a shortage of places compared to the PAN. A school planning area is deemed full when capacity in use exceeds 95%.

Year	PAN	Pupils in Year R	Surplus places	% of Capacity in use ¹
2011	159	161	-2	101%
2012	159	136	23	86%
2013	159	157	2	99%
2014	159	149	10	94%
2015	159	132	27	83%
2016	159	145	14	91%
2017	160	147	13	92%

¹ We aim to create a minimum 5% buffer as per the National Audit Office report on Capital Funding for new school places published in 2013.

The current provision of places across the schools in the school planning area is sufficient to meet the demand.

Storrington (STARS) – secondary provision

The table below provides historic information on the total number of available secondary places in Year 6 compared with the actual number of pupils starting school that year. A negative figure shows a shortage of places compared to the PAN. A school planning area is deemed full when capacity in use exceeds 95%.

Year	PAN	Pupils in Year 6	Surplus places	% of Capacity in use ¹
2011	166	150	16	90%
2012	166	126	40	76%
2013	166	147	19	89%
2014	166	150	16	90%
2015	166	140	26	84%
2016	166	139	27	84%

¹ We aim to create a minimum 5% buffer as per the National Audit Office report on Capital Funding for new school places published in 2013.

Steyning/Storrington

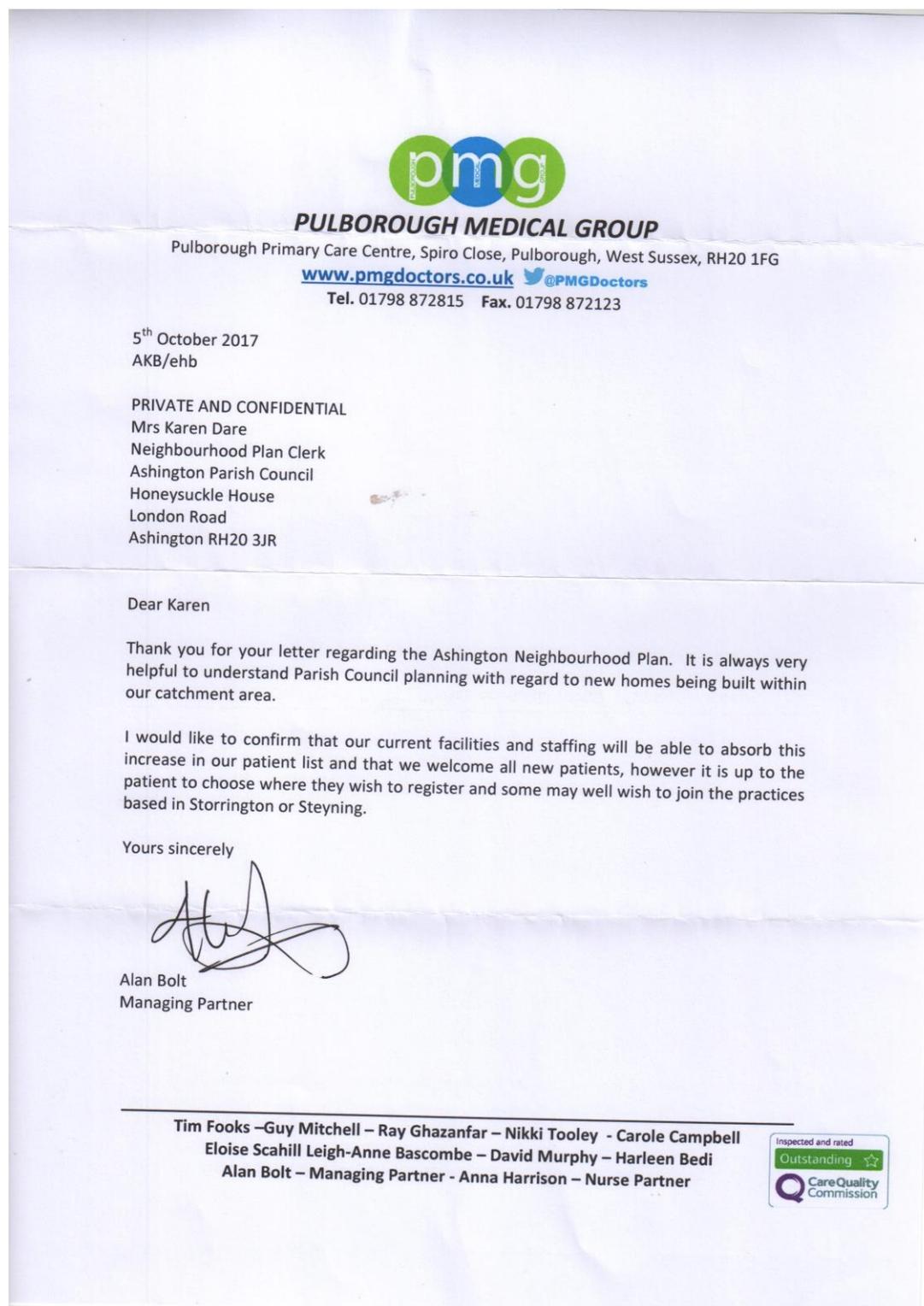
The need for additional pupil places in the long term should be addressed by the changes made to the current education provision.

Medical/Doctors

- 1.25 Email contact with Mike Pritchard (Clinical Commissioning Group) regarding HNA, results of detailed residents survey and future provision of medical/care facilities in Parish and surrounding area. No response received so letter sent on 25th September 2017 to three local GP Practices (Steyning, Storrington & Pulborough) asking if their Practices have sufficient existing capacity to accommodate up to 800 new residents (200 homes) or have space/ability to expand to accommodate additional residents. Response received from Glebe Surgery 3 October 2017 shows that the additional patient numbers could all be accommodated at their new medical facility on the Glebe

field, Storrington and response from Pulborough Medical Group shows a similar position:





Horsham District Council (local planning authority)

1.26 A number of informal meetings and various email exchanges throughout the Plan process including:

- consultation in December 2013/January 2014 regarding Area designation, grants etc.
- Meeting with HDC's new Neighbourhood Planning officer on 9th January 2017 and Neighbourhood Plan Clerk plus Steering Group member attended Neighbourhood

- Planning Workshop on 25th January 2017. Agreement in January 2017 of realistic timescale for a Regulation 14 Pre-submission draft Neighbourhood Plan.
- Consultation in March 2017 regarding the methodology to be used to prepare a Housing Needs Assessment for Ashington by Navigus Planning on behalf of Ashington Parish Council.
 - Submission of draft Housing Needs Assessment 19th May 2017 to HDC with a request for a formal response, response given on 7th July 2017.
 - Formal request for a Screening Opinion on whether an SA/SEA will be needed to accompany the Neighbourhood Plan was made on 12th June 2017, formal response given on 7th July 2017 (Appendix B).
 - Copy of Assets & Treasures report and State of the Parish report sent to Norman Kwan 26th June 2017, responses received, and documents amended accordingly. Meeting with Norman Kwan (Neighbourhood Planning Officer) on 28th June 2017. Request for opinion on whether HRA is needed, formal response received from Catherine Howe 22nd September 2017.
 - Responded to HDC's request to complete an Infrastructure Schedule 2017 (previously completed in 2016) and published on Neighbourhood Plan website. Neighbourhood Plan Clerk joined Yammer (Neighbourhood Plan discussion forum).
 - Update meeting 23rd January 2018 with Norman Kwan (draft SEA Scoping report, draft HRA report and Site Assessment update discussed).
 - Norman Kwan attended Neighbourhood Plan Preferred Site Allocations Exhibition on Friday 1st February 2019 and talked through the materials by the Clerk.
 - Clerk attended Neighbourhood Plan Conference at HDC on 8th February 2019 – informed that Ashington's housing numbers of 225 was deemed enough for HDC and Ashington should push ahead with a draft Plan asap as HDC were soon to be reviewing their HDPF and housing numbers.
 - A Draft Neighbourhood Plan was formally sent to HDC on 11th March 2019. Included were the following supplementary documents: Housing Needs Assessment; Results of the Detailed Survey; Rural Place Profile; State of the Parish report; Site Assessment Framework; Final Site selection report; Call for Sites and Site Assessment procedure; Assets and Treasures report, Community Needs & Priorities report, Vision & Objectives. HDC had previously offered a 'healthcheck' service – comments from Norman Kwan email of 3rd December 2018: "Before you formally progress your Regulation 14 consultation please submit your plan to us and I will provide comments on the emerging plan after consultation with my colleagues here at HDC. While not compulsory it is a useful exercise and picks up any key issues the LPA may have with the plan. Please allow 6 weeks for this exercise."
 - Draft SEA, HRA and Consultation statements were sent to HDC on 18th March 2019.
 - HDC's 'healthcheck' comments were received on 13th May 2019 (document Ashington Healthcheck Schedule (May 2019)). This was passed to Navigus Planning and an action plan to amend the Plan in response to HDC's comments was made so that progression to Regulation 14 stage could be made.

Neighbouring Parishes

- 1.27 Neighbouring Parishes were informed of Ashington's Area Designation in January 2014. Further consultation took place in April-September 2017 as the shortlist of sites for consideration and Part 2 Site Submissions were finalised. All invited to the

Preferred Site Allocations Exhibition on 1st/2nd February 2019. Wiston Parish Clerk verbally asked the Neighbourhood Plan Clerk to be kept informed as there is potential impact from more traffic on Hole Street/Water Lane, Wiston from the increase in homes in Ashington. Thakeham PC responded by email on 8th March with concerns that if the whole of Site 6 were to be developed it could result in settlement coalescence – NHPlan clerk responded that only the east side of the site was earmarked for development (confirmed by the Planning Consultant 11th March 2019)

- 1.28 Steering Group Meeting with Thakeham Parish Council 8th April 2019 regarding their concerns over potential settlement coalescence. Thakeham’s comments from the meeting were noted in the Minutes of its Neighbourhood Planning Committee Meeting of 29th April 2019:

“505 Local Neighbourhood Plans – update on engagement with Ashington PC

The Committee noted an update report on a meeting of 8 April between Cllrs Taylor, Instance and the Clerk with Ashington PC counterparts. The report included a map indicating the anticipated boundary of new housing under the Ashington draft NP, which also showed a substantial wooded buffer area to the western (Thakeham) side, which would be retained open space. The report clarified that:

- Ashington PC’s selection of sites had needed to factor-in the need to find viable-sized sites that were capable of delivering a substantial (future-proofed) total number of units in a way that would be efficient and not hugely disruptive to the community, and as close as possible to the ‘heart’ of the existing village. These options were constrained by the A24 to the east and south, and the western options chosen scored best in terms of sustainability and access to the community centre. Selecting three fairly contiguous sites also allows for coordinated planning of construction access.
- In terms of TPC’s concern about settlement coalescence and/or damage to the eastward view from the TPC boundary area, the meeting established that the extent of actual westward movement of the BUAB would be quite modest, and that the Ashington PC aim was to secure PC control of the western areas of Site 6 (preferably by acquiring actual ownership) to ensure that these areas are legally retained/guaranteed to remain open spaces with a strong woodland buffer along the west side. The site visit confirmed that the area intended for housing cannot be seen from the TPC boundary due to a combination of lie of the land and the existing woodland buffer, which would remain unchanged. Any new playing fields would be in an area between housing and woodland, not visible from the west.
- Next steps – at the point of formal consultation, TPC should remain watchful and may still wish to comment, particularly on the issue of securing strong guarantees regarding the intended open space buffer to any further future western housing development, and regarding strategic routing of construction traffic.

Members agreed that this feedback was reassuring, and noted that this constructive engagement between neighbouring PCs was unusual in the neighbourhood planning process.”

Sustainability Appraisal/Strategic Environment Assessment and Habitat Regulations Assessment

- 1.29 Horsham District Council provided advice that all neighbourhood plans which allocate sites for development are 'screened in' for possible significant environmental impacts (in accordance with the European Directive 2001/42/EC and associated Environmental Assessment of Plans and Programmes Regulations 2004) and therefore a Strategic Environmental Assessment (SEA) was required. A draft SEA Scoping Report was prepared in January 2018.
 - 1.30 In respect of Habitats Regulations Assessment (HRA), a screening report was prepared in January 2018 which considered that an HRA would not be required because the Plan is not likely to have significant impacts on European protected species or sites.
 - 1.31 After checking by the Steering Group these documents were sent to Norman Kwan (Neighbourhood Planning Officer at HDC) for any comments prior to distribution for formal consultation. No adverse comments were received back from HDC so on 2nd May 2018 the draft SEA Scoping Report was sent to Natural England, Environment Agency and Historic England. The draft HRA Screening report was sent to Natural England and HDC. The 5 week period for formal consultation was 2nd May to 8th June 2018 and this was communicated to all parties. Both documents were uploaded onto the Parish Council Neighbourhood Planning website for information. Sent out again on 23rd May to different contacts at Natural England and Historic England (following advice from N. Kwan at HDC), with a new deadline 27th June 2018.
- Response to SEA Scoping Report from HDC on 23rd May 2018:

Ashington Neighbourhood Plan - SEA Scoping report, draft for consultation Message 5 of 96

 From: Norman.Kwan 
To: np@ashingtonpc.org.uk 
Copy: Emma.Faith , Catherine.Howe 
Date: Today 09:48

⚠ To protect your privacy, remote images are blocked in this message. [Display images](#)

Hi Karen,

I trust you are well. My colleague has come back to me regarding the SEA scoping document and has minor comments to make.

In the Sustainability Framework discussed in para 5.2 the text talks about sustainability 'objectives' and 'indicators' (which is the terminology used in the Regs) however table 5.1 then calls these 'Objectives' and 'Criteria' – for consistency it would be better if these two terminologies were the same. In addition please click on the link below which provides SEA guidance on our website to provide an understanding of what is required at the next stage:

https://www.horsham.gov.uk/_data/assets/pdf_file/0015/16323/SA_SEA-Guidance-Note-2015.pdf

Hope that helps.

Norman Kwan
Senior Neighbourhood Planning Officer

Telephone: 01403 215053
Email: Norman.Kwan@horsham.gov.uk



Horsham District Council, Parkside, Chart Way, Horsham, West Sussex RH12 1RL
Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Glen Chipp

- Response to SEA Scoping Report from the Environment Agency on 6th June 2018:

Ashington Parish Council Neighbourhood Plan Consultation Statement

RE: Ashington Neighbourhood Plan – SEA Scoping report, draft for consultation Message 8 of 113

From: Hyland, Hannah 
To: np@ashingtonnpc.org.uk 
Copy: Kwan, Norman , chris@navigusplanning.co.uk 
Date: Wed 11:03

Dear Karen

Thank you for your consultation on the SEA Scoping Report for the Ashington Neighbourhood Plan.

The Environment Agency is a statutory consultee for Strategic Environmental Assessments and provides advice to Local Planning Authorities on the scope and findings of the SEA.
We support the inclusion of an objective to protect and enhance the environment. Indicators should relate to the environmental constraints in your local area which may include flood risk, water quality, and biodiversity. We recommend you review your Sustainability criteria regarding flood risk and that this refers to the Flood Zones initially rather than flood risk vulnerability classifications.

We also recommend your SEA takes account of relevant policies, plans and strategies including your local Strategic Flood Risk Assessment, flood risk strategies and the South East River Basin Management Plan.

Please refer to the Neighbourhood Plan Checklist for Horsham District, attached, for more details.

Kind Regards,
Hannah

PDF Neighbourhood Plan Checklist...

- **Response to SEA Scoping Report from Historic England on 6th June 2018:**

Fw: Ashington Neighbourhood Plan – SEA Scoping report, draft for consultation Message 3 of 114

From: Lloyd Sweet, Robert 
To: np@ashingtonnpc.org.uk 
Date: Wed 17:27

Dear Ms. Dare

Thank you for consulting Historic England on the Scoping Report for SEA of the Ashington Neighbourhood Plan. We found this a useful document that identifies the distribution of many of the parish's notable heritage assets. We would like to recommend that reference is made to both the West Sussex Historic Environment Record (HER) and the West Sussex Historic Landscape Characterisation study as suitable data sources for assessing potential site allocations, as these are identified as important sources of information in the National Planning Policy Framework. The HER in particular provides records of previously identified archaeological remains that could be affected by developments.

We would also like to request that an additional criterion is added for the historic environment sustainability theme in table 5.1 to identify loss of archaeological remains as an indicator that will be assessed when considering the suitability of plan options.

We do look on the Historic environment as a resource that contributes to the well-being of the community and emphasise that SEA should reflect the value the community derive from their historic environment, whether through the use of community assets that gain value as historic places (such as historic places of worship, sports clubs or public houses and halls) or the mental wellbeing that access to a well conserved environment provides. We would be pleased to see these aspects reflected in the SEA as elements that plan elements could seek to conserve through specific policies. We note that loss of 'village character' is identified as a threat in the SWOT analysis and wonder if this should be identified in the baseline evidence as an impact to the area's heritage that could be addressed through the plan.

We hope these comments are of assistance but would be pleased to answer any queries relating to them or provide further information as necessary.

Yours sincerely
Robert Lloyd-Sweet

Robert Lloyd-Sweet | Historic Places Adviser | Historic Places | South East
Mobile: 07825 907288

- **Response to HRA Screening Report from Natural England on 7th June 2018:**

Ashington Parish Council Neighbourhood Plan Consultation Statement

Date: 07 June 2018
Our ref: 246940
Your ref: Ashington Neighbourhood Plan - HRA Screening report



Ms K Dare
Ashington Parish Council
c/o Honeysuckle House
London Road
Ashington
Pulborough
West Sussex, RH20 3JR

Hornbeam House
Crew e Business Park
Electra Way
Crew e
Cheshire
CW1 6GJ

T 0300 060 3900

BY EMAIL ONLY

np@ashingtonpc.org.uk

Dear Ms Dare

Ashington Neighbourhood Plan - HRA Screening report

Thank you for your consultation on the above dated 2nd May 2018 which was received by Natural England on the same day.

Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.

Screening Request: Habitats Regulations Assessment Screening Report

It is our advice, on the basis of the material supplied with the consultation, that, in so far as our strategic environmental interests are concerned (including but not limited to statutory designated sites, landscapes and protected species, geology and soils) are concerned, that there are unlikely to be significant environmental effects from the proposed plan.

As the Neighbourhood Plan progresses and there is the potential for environmental impacts (from development allocation sites, for example), Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening exercises may need to be undertaken.

We are not aware of significant populations of protected species which are likely to be affected by the policies / proposals within the plan. It remains the case, however, that the responsible authority should provide information supporting this screening decision, sufficient to assess whether protected species are likely to be affected.

For any new consultations, or to provide further information on this consultation please send your correspondences to consultations@naturalengland.org.uk.

Yours sincerely

Victoria Kirkham
Consultations Team

- Response to SEA Scoping Report from Natural England on 7th June 2018:

Date: 07 June 2018
Our ref: 246927
Your ref: Ashington Neighbourhood Plan - SEA Scoping report



Ms K Dare
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Dear Ms Dare

Ashington Neighbourhood Plan - SEA Scoping report

Thank you for your consultation on the above dated 02 May 2018 .

Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.

Natural England is a statutory consultee in neighbourhood planning and must be consulted on draft neighbourhood development plans by the Parish/Town Councils or Neighbourhood Forums where they consider our interests would be affected by the proposals made.

Natural England does not have any specific comments on the Scoping Report for the Sustainability Appraisal for the emerging Ashington Neighbourhood Plan.

However, we refer you to the attached annex which covers the issues and opportunities that should be considered when preparing a Neighbourhood Plan.

For any further consultations on the neighbourhood plan, please contact:
consultations@naturalengland.org.uk.

Yours sincerely

Victoria Kirkham
Consultations Team

- Response to HRA Screening Report from HDC 19th June 2018

Ashington Parish Council Neighbourhood Plan Consultation Statement

Ashington Parish Council HRA



From Catherine.Howe
To np@ashingtonpc.org.uk
Copy Norman.Kwan , neighbourhood.planning
Date Tue 12:26

To protect your privacy, remote images are blocked in this message. [Display images](#)

Dear Karen,

Many thanks for sending through the Ashington Neighbourhood Plan Screening Report. I do apologise for the delay in coming back to you.

I have set out my comments in two parts – the first is a clarification of the procedure that HDC follows in relation to the issue of HRA and neighbourhood plans before commenting on the content of the HRA itself.

Procedure

As you know, the neighbourhood plan and evidence base documents are prepared by a parish. Once a plan is formally submitted to HDC it then becomes (from a legal perspective!) the District's Plan. As the plan becomes the Council's, this also means that for the purposes of HRA we also become the 'Competent Authority.' What this means in practice is that HDC must be able to demonstrate that there are no significant impacts on any EU designated sites, irrespective of the fact that the plan has been prepared by the local community rather than directly by HDC.

As you may know HRA has become a growing area for the legal challenges to Local and Neighbourhood Plans in recent years. As expertise and resources on HRA can greatly vary from parish to parish, we have therefore revised our offer of support and have indicated that we will undertake a final HRA for each Neighbourhood Plan once the final site allocations are known. This helps to ensure that any district wide / sub regional issues can also be addressed if needed. We will therefore undertake this process for Ashington Parish in due course. (Usually between Reg 14 and Reg 15, once the locations and anticipated housing number is known).

HRA Content

From our perspective however we do use the HRA information that is provided to us and we therefore very much welcome and support the work that has been done on this to date. Having read the content our view is that it is very thorough and contains the information that we would expect to see in such a document. We are particularly pleased to see that it is based on the template that we have provided and would wish to see that this structure and content is retained going forward. Our comments are therefore quite detailed or specific in nature, but I trust that you will find them helpful.

- Quantum of development

It is noted that the quantum of development in Ashington is likely to be around 200 homes in the period to 2031. The key issue is however not the number of homes that come forward in Ashington parish in isolation, but across the district as a whole. As you know the HDPF identifies a total of 1500 homes to come forward through Neighbourhood Plans. The Appropriate Assessment therefore needs to consider how many homes have been identified to come forward through neighbourhood planning across HDC as a whole and not just in Ashington – HRA must consider 'cumulative effects'. At the current time the numbers identified through neighbourhood planning for plans in HDC that are already made or are at the referendum or examination stage are approximately 300. The further 200 at Ashington would therefore take the total number of homes to around 500. This is of course still below the 1,500 total. It is therefore suggested that the document is updated to reflect these 'cumulative' numbers. HDC can provide a more up to date figure at the time that the next draft is produced if required.

- Impacts on the Mens Woodland

It is agreed that there are unlikely to be any direct impacts on the Men's Woodland given that the Ashington parish does not directly adjoin this area. The parish does however lie within the designated 'Bat Sustainance Zone' which is a 14km radius from the woodland in which species from this woodland are known to fly and feed. Development in this area could have an indirect impact if feeding / foraging routes are lost. <https://horsham.maps.arcgis.com/apps/webappviewer/index.html?id=f8cab77b5b72485abe9b30d4349c0047> If a developer has ecological data demonstrating that this species is not present around their site it would be useful to set this out. Irrespective of this however the HDPF already has policies (Policy 31 in particular) which set out requirements in this respect. In the Council's view there are unlikely to be additional impacts arising from the Neighbourhood Plan that would not be covered by the existing HDPF policy framework.

We would however recommend that this information is set out in the updated report.

Ashington Parish Council Neighbourhood Plan Consultation Statement

- Air Quality

At the current time we consider that the information set out in the screening report is sufficient. You may be aware that Wealden DC recently challenged a number of Local Plans in relation to development resulting in increased traffic movements in the Ashdown Forest. Due to the distance of HDC (including Ashington Parish) impacts are considered to be negligible at the current time. We will however keep this matter under review and will provide the parish with further feedback on this matter should it become necessary.

To assist you further with any wording or updates I attach a copy of the most recent HRA screening, which was completed for the Storrington and Sullington and Washington NP.

I hope that this is a helpful response – please do let me know if you have any further comments or queries.

Kind regards

Catherine Howe
Principal Planning Officer

Telephone: 01403 215505

Email: Catherine.Howe@horsham.gov.uk



- 1.32 Draft SEA & HRA sent to HDC on 18th March 2019 as part of the ‘healthcheck’ process.
- 1.33 The draft SEA Scoping Report was updated to reflect these comments and the Sustainability Report incorporating SEA was prepared to inform the Pre-Submission (Regulation 14) version of the Plan. This was consulted on at Regulation 14 stage. Relevant representations were duly taken into account in the final version of the SEA which accompanies the Submission (Regulation 16) Version of the Plan. This includes an objection by Historic England to the allocation of land at Church Farm House (ASH12) for built development. A letter dated 24th April 2020 confirms its position. As a result of this, the land at Church Farm House was merged with the land west of

Ashington School to form a single allocation, with the land at Church Farm House required to deliver public open space. The SEA assessment of the new single site allocation was undertaken and the report updated. The relevant documents are included in the evidence base supporting the Submission Plan.

- 1.34 The HRA Screening Report is also included in the evidence base supporting the Submission Plan.
- 1.35 Throughout the Neighbourhood Plan Project ongoing updates and information for residents was made available via: Monthly articles in Sussex Local magazine; parish noticeboards, Parish Council Facebook page, West Sussex County Times newspaper, Parish Council website, Ashington Newsletter (hand delivered through doors), emails. The Parish Council website has a dedicated Neighbourhood Plan section where updates, agendas, minutes, reports, consultation documents, site submissions & maps were regularly posted. There were monthly updates & opportunities for questions at Parish Council meetings.
- 1.36 A draft Plan was prepared following all this feedback and submitted to HDC, alongside key supporting evidence, for a 'health-check' on 11th March 2019.

2 KEY RESPONSES FROM CONSULTATIONS

General Survey

- 2.1 1090 surveys were delivered to households within Ashington Parish and 132 responses were received, a return rate of 12.1%

85% of the replies indicated that residents really like living in Ashington because it is:

- Small
- in a peaceful and quiet semi-rural location
- friendly
- clean village
- good community spirit
- nice countryside and scenery

Economy/Business

- 25% of the replies commented on the good local shops, garage, pub & restaurants
- 25% of replies would like more shops and several residents mentioned a café in the village as a central meeting point.
- 44% would like to see healthcare facilities in the village or better access to those outside of the Parish

Transport

- 24% of the replies liked the fact that Ashington has easy access to towns, countryside, airports, the coast and the A24
- 32% of replies disliked the noise of the A24 in the village.
- 37% disliked indiscriminate parking on pavements and verges in the village
- 22% would like to see speeding tackled.
- 30% were concerned at the number of lorries using the village as a 'rat run'.

Planning

- 20% of replies were concerned about the increase in new houses and the threat of overdevelopment, without infrastructure and the potential loss of green spaces
- 57% suggested limits on new builds, with small infill development only, no large estates and restricted to Brownfield sites where possible. A number of people were concerned that too many large homes are built in the village and there is a lack of small, affordable or retirement properties.
- 47% were concerned about the pressure on local Infrastructure such as doctors, dentists, drainage, hospitals and schooling following new builds and suggested that infrastructure be improved prior to new builds.
- 35% supported no more housing or commercial development in the Parish.

Environment/Heritage/Local issues

- 16% of replies expressed concern about dog fouling in the village
- 11% were concerned about littering
- 10% were concerned with vandalism/anti-social behaviour

Community Facilities

- 9% praised the Warden service

Detailed Survey

2.3 1,090 surveys were delivered to households within Ashington Parish and 328 responses were received, a return rate of 30%.

- respondents reported liking Ashington's size, links to the countryside, rural setting, accessibility and friendliness. These qualities were felt to be important to retain over the lifetime of the plan and beyond.
- benefits of new development could include infrastructure like shops & services, facilities/services for the elderly, facilities/services for young people, leisure facilities, improved movement links and funding for village projects.
- Potential problems associated with new development primarily concerned the lack of infrastructure provision, overstretched local amenities, pressure on childcare and school places, overloaded drains, the threat of change to the rural nature of the parish and damage to the countryside and green spaces.

Young Persons Survey

2.4 31 young people aged 11-21 provided responses; 20 of these respondents were aged 11-14.

- most youngsters would live in Ashington in the future, but that a notable minority voiced concerns about being able to afford to do so.

- Most liked Ashington's friendly and safe environment, were satisfied with broadband speed and mobile coverage, and found the footpaths, cycle paths and bridleway routes to other villages well supported.
- The Youth Club, gaming/gadgets, music, sports and the skatepark were the top activities for youths,
- some reported a lack of things to do and issues like gangs, drugs and the condition of the Youth Club.
- There was a mixed response to questions about the bus services in Ashington and to nearby locations.

Business Survey

2.5 This was sent to 22 businesses with 12 completing a response (a rate of 54%).

- Responses were received from retail units, horticulture nurseries, motor trades, hairdressers, estate agents and animal welfare units.
- a large proportion had operated for long periods of time (over 11 years).
- Most employees at these businesses were local residents.
- improvements to infrastructure, including parking, public transport and better broadband, would most benefit their businesses.
- Whilst many considered their current premises suitable, there were some businesses looking to improve their premises or move to new locations (of which most wished to move within Ashington).

Centre of the Village

2.6 Between January and March 2018 the Neighbourhood Plan Steering Group consulted with residents on the following question: "The Neighbourhood Plan Steering Group would like to know where do YOU consider to be the 'centre' of Ashington. Where is the heart of our community? Think about it in terms of people, shopping, leisure, geography, community etc."

Consultation was by way of Facebook, Sussex Local magazine, Ashington Newsletter, noticeboards, email, Board Games and Lunch Clubs.

53 responses were received and ALL indicated either:

1. Recreation Ground/Church/Community Centre/School area as the Community 'heart' (36)
2. The Co-op shopping centre and London Road as the Retail 'heart'. (17)

NO other areas were suggested.

Preferred Site Allocations Exhibition

2.7 There were many compliments and positive comments about the clarity of materials and the thought process behind the site selection. Residents liked the strategy of centring facilities around an identified 'community heart'. Many residents offered words of praise for the Plan and the effort that the team behind it had put in. Residents complimented the selection of adjoining sites as a co-ordinating opportunity for development. Many residents understood that new houses were coming and that the Neighbourhood Plan was seeking to get the best for the Parish by planning for the new homes.

Understandably residents had some concerns. The lack of any detail about housing numbers, site design, highways, access, landscaping, heritage assets etc contributed to these concerns but residents were reassured that all this detail would come at pre-application and application stage.

- The biggest concern was regarding Highways – increased traffic on Rectory Lane, Church Lane and London Road. Highways safety at junctions, safety of children along routes to school, parked cars, speed humps. Full Highways assessments, designs, safety will be considered in the pre-application and planning application process.
- A small number of residents were concerned about why there were no plans for a larger school, doctors' surgery and more shops. The Steering Group explained to residents that in order to attract these facilities then Ashington would need to increase in size way beyond the 225 proposed homes and would potentially lose its village feel. Retention of village feel is an important priority for most residents as evidenced from the community consultations. Many residents verbally expressed concerns that they did not want Ashington to become as large as Southwater.
- Some residents asked why there were no plans for more parking at the Turnpike Way shopping centre (London Road) as the additional homes would generate more traffic at the shopping centre. It is difficult to solve this issue as there is currently no land available for an expansion of the shopping centre car park, although the Neighbourhood Plan is seeking to encourage use of more sustainable transport options from the new homes.
- Some residents were concerned about the landscaping around the proposed sites being sufficient to mitigate against a detrimental effect on their own property. Others were keen to see existing woodland, hedgerows and countryside protected as much as possible. Landscaping of the new homes' sites will be the subject of the pre-application and planning application process. Good design is key to integrating the new homes into the Parish.
- One resident asked that the Parish Council ensure that the infrastructure proposed is actually delivered and ideally before the homes were built. There was some cynicism at the exhibition that Developers would default on any 'promises' that they had made.
- A couple of resident's comments and formal comments from Ashington School state that Ashington School should secure the land on site 6 that is currently leased to them for an allotment and secure access and facilities on Site 6 currently used for Forest Schools. Now that Site 6 has been shortlisted for development Ashington School and the Neighbourhood Plan Steering Group should enter into discussions with the landowner as well as engage in the planning application process. Safety of schoolchildren during any construction works must also be taken into consideration.
- Protection of heritage assets (listed buildings and roman ruins) was important to some. The protection of heritage assets on, adjacent to or affected by the new home's sites will be the subject of the pre-application and planning application process.
- Some residents were concerned about the high water-table in Ashington and sewage/drainage problems. Flooding/drainage and sewage of new homes sites will be the subject of the pre-application and planning application process.

- Some residents asked why there were no commercial premises proposed. The Neighbourhood Plan has identified London Road as the 'retail heart' of the Parish and Wiston/Rock Business Parks as locally accessible employment spaces. This information was not on display at the Exhibition but was explained to those that were interested.
- A number of residents were pleased to see that the Recreation Ground, old village hall and other community owned land was not being sold for housing, a shopping centre or any other commercial use.

2.8 A number of Key Documents were produced during the project and were informed by all of the various consultation stages:

- Rural Place Profile
- SWOT Analysis
- Assets & Treasures report
- State of the Parish report
- Community Needs & Priorities
- Vision, Policies & Objectives
- Housing Needs Assessment
- Site Assessment Framework

2.9 The Neighbourhood Plan Clerk has copies of:

- all consultation materials – letters, leaflets, articles, surveys, attendance sheets, photos, posters, responses, presentations, press releases
- all project paperwork - Terms of Reference (Steering & Focus Groups), Code of Conduct (Steering & Focus Groups), Project Plans, Register of Interests – all Steering Group members, Steering Group meeting agendas & minutes

3 REGULATION 14 PRE-SUBMISSION PLAN CONSULTATION

3.1 The Neighbourhood Plan Steering Group finalised the Draft ANP in May 2019. The Regulation 14 Pre-Submission Consultation ran for an initial eight-week period from 22nd June 2019 to 17th August 2019, an extended period to reflect the summer holiday period. Paper copies of the draft ANP were made available at Ashington Community Centre and on request. The document could also be read on the website www.ashingtonpc.org.uk. Response documents were made available both online and as paper copies.

3.2 Residents were notified by leaflets through their doors (17th June 2019), posters on noticeboards (22nd June -18th August 2019), roadside banners (22nd June – 18th August 2019), Facebook posts (17th June 2019 and reminders during the consultation period). Four Drop-in sessions (in June/July) were arranged for residents and other stakeholders to talk through the Plan with Steering Group members. There were @100 attendees over the 4 sessions. All were encouraged to complete response forms.

- 3.3 An article about Regulation 14 consultation appeared in the West Sussex County Times Newspaper dated 21st June 2019.

Distribution to statutory and non-statutory consultees

3.4 In accordance with requirements of the Neighbourhood Planning Regulations, relevant statutory consultees were notified by email. 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 view online or download a copy of the plan and supporting documents but were advised that hard copies could be issued on request.

3.5 The full list of consultees that were written to on 17th June 2019 is as follows:

3.5.1 Statutory:

- Homes England
- Natural England
- NHS Property Services
- Environment Agency
- Historic England & English Heritage
- Network Rail
- Southern Water
- Strategic Planning HDC
- Highways England
- Strategic Planning WSCC
- UK Power Networks
- NHS CCG
- EDF Energy
- Scotia Gas Networks
- Scottish & Southern Energy (responded 17/6/19 to state they are not responsible for any networks in the Ashington area)
- Sport England
- Thames Water Property Services
- Vodafone & O2
- BT Openreach
- UK Power Networks
- Adur & Worthing District Council
- Arun District Council
- Brighton & Hove City Council
- Chichester District Council
- Crawley Borough Council
- Mid Sussex District Council
- Mole Valley District Council
- South Downs National Park Authority
- Surrey County Council
- Waverley Borough Council

- West Sussex Local Access Forum
- Parish Councils adjoining Horsham District: Albourne, Angmering, Bolney, Burpham, Bury, Capel, Charlwood, Clapham, Cranleigh, Findon, Fulking, Houghton, Lancing, Loxwood, Newdigate, Patching, Slaugham, Sompting, Stopham, Twineham, Wisborough Green.

3.5.2 Local Organisations:

- Sussex Wildlife Trust
- St Peter & St Pauls Church/Chanctonbury PCC
- Ashington Community Centre Trust
- Ashington Scouts
- Ashington Youth Club
- Ashington Cougars FC
- Ashington Rovers FC
- Ashington Social Club
- Ashington First School
- Steyning Grammar School
- Lunch Club
- Bingo Club
- Short Mat Bowls Club
- Independent Women of Ashington
- Ashington School House Trust
- Ashington Playgroup
- Chanctonbury Playschool
- Ashington Tiny Tots
- Ashington Book Club
- Ashington Art/Craft Club
- Ashington Ramblers
- Ashington History Group
- Ashington Music & Poetry Society
- Ashington Festival
- Ashington Gardening Club/Horticultural Society
- Community Minibus Association
- West Sussex Local Access Forum

3.5.3 Neighbouring Parishes

- Wiston
- Washington
- Storrington & Sullington
- Thakeham
- Shipley
- West Chiltington
- West Grinstead
- Ashurst
- Steyning

- Pulborough

3.5.4 Local Councillors

- Horsham District Council – Jack Saheid, Philip Circus, John Blackall
- West Sussex County Council – Paul Marshall
- Nick Herbert MP

3.5.5 Local Businesses – leaflets were delivered in the period 17-21 June 2019.

- Ashington Autos
- Indian Cottage
- Village Flair
- Cherubs
- Jarltech & Hitek Electronics
- Ashington Pharmacy
- Morways Carpet shop
- Monza Sport
- Posthorses
- Co-op
- Cubitt & West
- Golden Plaice
- Red Lion
- Chanctonbury Caravan Storage
- storage place at East Wolves Farm (Lucas?) & Car repairs at East Wolves Farm
- Broadbridge Farm
- Church Farm
- Harris Funfair
- Arun Vets
- Ashington Business Consortium
- G&M Tools
- Bootcamps
- Well Adjusted Health
- adjoining landowners eg John Gibert, Wiston Estate
- CSM Bakery & Wiston Business Park
- Methodist Church Nursery
- Big Plant
- Hughes Pumps
- Sussex caravans
- Bell leisure Pools
- West Wolves Caravan Site
- Bluebird Garage
- antique dealer behind Village Flair.

- Individuals working from home – should be identified through delivery of info to all households in the village.

3.6 In addition, all landowners/site promoters that had been engaged in respect of potential allocations (whether they were successful in gaining an allocation or not) were consulted by email on 17th June 2019.

3.7 Once all documents were online HDC were informed and they conducted a check of materials and their feedback recommended that both the SA/SEA Non-technical summary and SEA Scoping Report documents also needed to be available for Regulation 14 Consultation. These were put online on 18th June and feedback forms and explanatory documents amended to show the addition of the two documents.

3.8 One email was received that asked if the paper response form could be returned by email. This was confirmed and a note to this effect added to the bottom of the paper response form.

3.9 Email to HDC (Norman Kwan & Gavin Curwen) on 24th June to check if the response forms were acceptable as 'Site 4' and a couple of residents from had said that the online response form was 'too complicated'. HDC response 25 June 2019 – "Both Gavin and I commented that the comment form was pretty comprehensive and from our point of view was self-explanatory." A simpler paper response form was also available online and the Clerk pointed this out to those people who had made the comments.

3.10 Seven residents had attended a Parish Council Planning Committee meeting on 19th June expecting to ask questions about the Neighbourhood Plan but it was not on the agenda (which had been published online on 14th June). However, after the normal business of the meeting some Parish Councillors stayed behind to engage with the residents (the Minutes of the meeting are available to read). It was suggested by the residents that every household should have a response form delivered to it. The Clerk contacted HDC (Norman Kwan & Gavin Curwen) on 24th June about this and they responded – "I do think you are covered in terms of statutory requirements and no not everybody needs a comment form sent to each house. I feel quite comfortable you've publicised the consultation locally quite comprehensively".

3.11 Emails were sent to the following organisations to point out in the draft Plan where their 'community needs & priorities', as given to the Neighbourhood Plan Steering Group in 2017, were to be found and how they were to be delivered. The email encouraged the organisations to share the draft Plan and response form with their 'members' and asked that they encourage people to send in response forms:

- Ashington Cougars & Rovers – sports provision
- Ashington Youth Club – youth facilities
- Ashington School – securing its allotment and access to Forest Schools
- Ashington Community Centre Trust – community facilities provision

3.12 Ashington School asked if they could send the email in 3.11 to all involved with the school. The Clerk confirmed that this was acceptable.

3.13 1 Excel copy of the Site Assessment Framework was emailed to one resident who found it too difficult to read online. Large scale paper copies were available at the drop-in sessions.

3.14 Ashington Cougars reported that they had 2 representatives from Devine Homes (Site 4) attend their AGM on 20th June to show plans for new homes but also sports pitches, sports pavilion & car park on their site. Their Secretary informed the Neighbourhood Plan Clerk on 27th June that they had listened to the visitors but would read the Neighbourhood Plan and respond as a Club. They had also encouraged their parents to respond to the Neighbourhood Plan consultation.

3.15 Hard copies of the Plan and response forms were hand delivered by the Clerk to 2 households upon request.

3.16 Site 10 (Taylor Wimpey) asked to meet with the Parish Chairman to discuss their vision for the site. A meeting was arranged for 2nd July 2-3pm with Parish Council Chairman (Nigel Spiers), Steering Group members (Mary Davis, Tony Moss, Mick Humphrey) & Clerk (Karen Dare). Daniel Fryd and Lynn McIver attended from Taylor Wimpey. They presented outline proposals for development of their site, including 140 homes and play areas, recognised that they were not included in Site Allocations for the draft Neighbourhood Plan but their site is still available should additional housing numbers be needed beyond the Neighbourhood Plan. They were encouraged to respond formally to the Regulation 14 consultation.

3.17 Site 4 (Devine Homes) held a public exhibition at Ashington Social Club on 11th July to promote the benefits of their site to Ashington residents. Members of the Parish Council & Steering Group attended as residents.

3.18 The Parish Clerk received several telephone calls from residents seeking clarification as to whether Site 4 was included in the Plan or not as the recent Devine Homes publicity implied that it was included. The Clerk clarified the position regarding 'preferred sites' in the draft Plan and encouraged residents to complete response forms with their comments.

3.19 Several residents reported that representatives from Site 4 were knocking on doors and stopping residents in the street in some parts of the village 19th - 25th July, explaining the benefits of Site 4 and asking residents to complete Neighbourhood Plan response forms which Site 4 then posted back on their behalf. 79 identically addressed envelopes containing response forms arrived at the Clerk's house 22nd - 27th July (responses #6 to #84 inclusive) and were processed on 28th/29th July. Thirty of these were incorrectly completed with the required 'data consent' boxes not ticked. The form clearly stated that responses would be invalid if data consent was not given. The Clerk contacted the Parish Council's Data Protection Officer (Richard Newell, GDPR-info Ltd) for advice and to see if these residents could be contacted and retrospectively asked for data consent but he advised:

“Unfortunately, you cannot go back to them and re-ask them to consent – The basic requirements for the effectiveness of a valid legal consent are defined in Article 7 of the GDPR and specified further in recital 32. Consent must be freely given, specific, informed and unambiguous. In order to obtain freely given consent, it must be given on a voluntary basis”.

For a Regulation 14 response to be valid it needs a name & postcode and these need to be recorded because they need to be published alongside the comments in the Consultation Statement as required by Regulation 15 of the Neighbourhood Plan (General) Regulations 2012. With no data consent their name & postcode cannot be recorded so the response is recorded as ‘Data consents not given’.

Even though consent was not given, and the 30 responses were deemed invalid, the Clerk read all of their comments and there was nothing new that hadn’t already been stated on the other response forms.

The Clerk emailed the Site 4 representative (Daniel Corcoran, Devine Homes) on 1st August to explain the situation and clarify that regarding the Invalid responses:

1. The Clerk cannot contact these residents
2. The Clerk cannot pass their details on to Site 4 because they have not given their consent
3. Their forms must be recorded as Invalid

The Clerk wanted to let Site 4 know the problem as soon as the data consent position had been clarified so that they could have time to remedy the situation themselves - there were still 2 weeks until the consultation closed so they had time to organise further canvassing activities. Daniel Corcoran (Site 4) telephoned the Clerk on 1st August and the situation was discussed at length and fully understood.

Subsequently, a further 113 responses in the same envelopes were received (responses #98 to #210 inclusive) and only five of these had failed to complete the data consent correctly.

A further 4 of these envelopes had to be collected from Storrington Post Office as no stamps had been put on the envelopes and delivery on 8th August was refused. A fee of £2 per envelope was paid to Royal Mail (responses #216 to #219 inclusive) to get possession of them.

3.20 A Neighbourhood Plan News update was posted on the Parish Council website and Facebook page on 30th July stating: “Can we remind everyone that when completing a response form to the Neighbourhood Plan Regulation 14 consultation it is important that you complete the required data consent fields otherwise we may not be able to accept your response form. For further information on how we look after your data view our Privacy Notice”.

3.21 One Site Promoter (Site 10) on 31st July asked for a clearer copy of the Site Assessment spreadsheet (as the text in the pdf online was quite small) to read and the Clerk sent, on the same day, an Excel version. Receipt was acknowledged by Site 10.

3.22 One resident asked if forms could be 'completed on behalf of others'. The Clerk clarified that this was OK as long as a valid name and address was provided but stressed that Steering Group members could help if residents needed explanations or basic help with the forms. This offer was declined by the resident.

3.23 One resident returned their response form on 28th August, 11 days after the consultation period had ended. The comments were not recorded but were read.

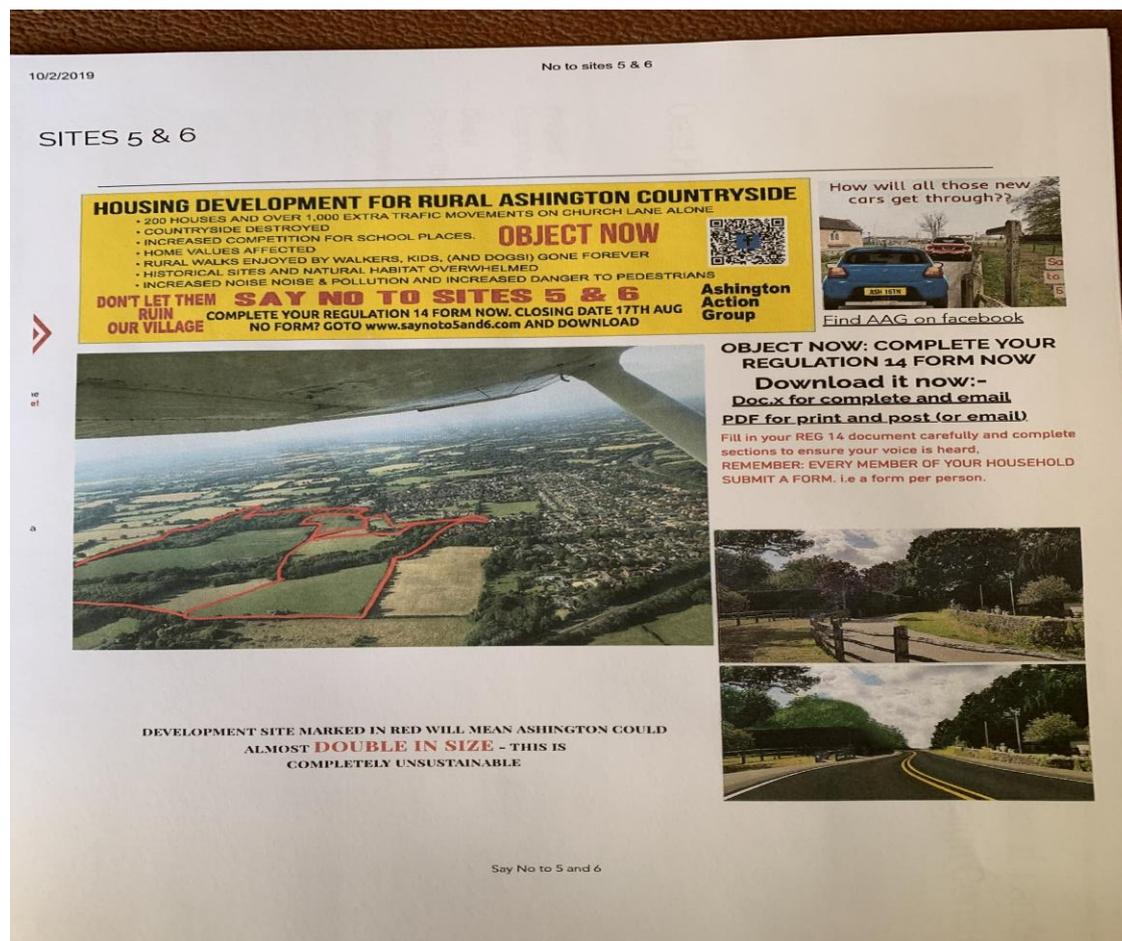
3.24 Three residents emailed comments to the Clerk during the consultation period but, despite being sent a response form and asking that the essential 'data consent' fields and contact details be completed, these were not returned. The comments were not recorded but were read.

3.25 Three slightly amended response forms were received from Ashington Community Centre Trust on 7th September relating to responses #224, #225 and #226. The Trust asked that their original responses be replaced. As the amendments were very minor, they were replaced.

3.26 One response form was hand delivered to the Clerk's house on 30th September, out of the consultation period, so was not recorded. Its contents were read.

3.27 Following receipt of a Heritage Assessment and a Transport Assessment from Policy ASH11 & ASH12 (Sites 5&6) the Promoters were asked to consult with Historic England and West Sussex County Council Highways on these and to report back to the Steering Group the outcome of these consultations. Deliverability of both sites was dependent upon adequate highways access and consideration of any harmful impacts on nearby heritage assets and whether these could be mitigated satisfactorily.

3.28 During the Regulation 14 consultation period the Steering Group's attention was drawn to a website entitled 'saynoto5and6.com' and private Facebook page created by a new group called Ashington Action Group. The Steering Group monitored their activity but did not enter into any dialogue. At the Parish Council meeting of 5th September 2019, the Council Chairman clarified, for the record, some mis-information that this group had been circulating. An article in Sussex Local magazine in October 2019 shared the same information.



3.29 Throughout the Regulation 14 period the Clerk was in constant contact with HDC and the Planning Consultant to check that due process was being followed correctly.

Responses

3.30 In total there were 363 representations made up of:

- 10 Statutory Consultees
- 9 Local Organisations
- 3 Neighbouring Parishes
- 1 Local Business
- 12 Site Promoters/Agents/Landowners
- 7 Employed in the Parish
- 4 Residents & Employed in the Parish
- 1 Resident & Business Owner
- 273 Residents

- 4 No connection to the Parish
- 39 Invalid Responses (no data consent given, see s3.19)

The representations and the responses are shown in document: Regulation 14 Summary of Response comments v4 27 April 2020. Where necessary the Draft Neighbourhood Plan or other documents were amended.

Post-Regulation 14 Issues:

(i) Archaeology on Site 5

3.31 Historic England's Regulation 14 response raised concerns with potential harm to archaeological materials on Site 5 that had not been addressed by their initial Heritage Assessment Report. The Site Promoter was informed and asked to consult with Historic England (HE) to identify the concerns and investigate further. Site 5 agreed with HE that further geophysical investigations on site were necessary and that the results should be consulted upon with HE. Upon the advice of HDC and Navigus Planning the Steering Group elected not to move forward with the draft Plan until this work had been completed as it was considered to potentially affect deliverability of sites 5&6. An update to this effect was put on the Parish Council website and communicated in publications and on social media.

3.32 In February 2020, Site 5 sent copies of a Geophysics Report, Heritage Assessment, Proposed Concept Masterplan to the Neighbourhood Plan Steering Group and to Historic England. These were presented as further evidence to respond to Historic England's Regulation 14 concerns (see 3.31 above).

3.33 In March 2020 Historic England telephoned the Neighbourhood Plan Clerk to discuss the additional Heritage information that had been submitted to them in February 2020 (summary):

1. They have found remains of significant heritage assets on Site 5. They will NOT support allocation of Site 5 in the Neighbourhood Plan until further invasive assessments are done ie digging trenches etc and even after this they may not support housing development, open space allocation is fine.
2. They would require Site 6 to undertake further Heritage Assessments as supporting evidence for a Planning Application but DO NOT require this before allocation of site 6 in a Neighbourhood Plan.

3.34 The comments were discussed with the Parish Council's Planning Consultant and the impact on the Neighbourhood Plan assessed as: Site 5 cannot be allocated until further work is done; Access to Site 6 relies on Site 5 so, if Site 5 is not allocated then it may mean Site 6 loses its access so may not be deliverable.

3.35 The options for the Neighbourhood Plan moving forward were identified as:

1. DELAY - wait until Site 5 have undertaken more work. But could be overtaken by HDC's Local Plan Review; without a Neighbourhood Plan HDC will allocate sites and housing numbers as they see fit; even after the additional work, Site 5 may not be acceptable to Historic England.
2. INCLUDE SITE 1 ONLY – remove sites 5&6 because there is no certainty now that they can be delivered, amend the Plan to allocate site 1 only but the Plan records the other community benefits that should be delivered if sites 5 and/or 6 prove deliverability at a later date.
3. INCLUDE SITES 1&6 ONLY - remove Site 5 from the Plan and ask Site 6 to reach agreement with Site 5 over the shared access route – it must be available at a reasonable price otherwise development on Site 6 will not be viable. Evidence of agreement will be needed.
4. SITES 1,5 & 6 REMAIN – site 5 is allocated as 'open space' and the 50 homes that site 5 was to deliver are delivered on site 6 ie open space planned on site 6 is provided on site 5 instead. Evidence of site 5&6 agreement would be needed. HE is happy that site 5 remain as open space as this protects the heritage assets.

Risks were identified as:

1. The Parish is not delivering our housing numbers (Options 1,2,3) - HDC will allocate other sites
2. Sites 5&6 could seek allocation later, and the Parish ends up with higher total housing numbers than is sustainable (although it is likely that these sites would be included in the emerging Local Plan).
3. The Parish doesn't complete the Neighbourhood Plan and it gets no community benefits & much lower CIL money.

The Clerk presented the list of Options to sites 1,5 & 6. Sites 5&6 were asked to look at all options as a matter of urgency and respond by 23rd March 2020 if an agreement, in principle, between the two sites is likely that would allow Options 3 or 4 to proceed.

3.36 An email from Site 5 was received on 23rd March stating: I am pleased to report positive discussions in taking forward your 'Option 4' suggestion for Sites 5 and 6 to be combined as single site so as to maintain the overall headline housing figure, but redistributing the land uses in an effort to overcome Historic England's concerns. The email included the following statement:

JOINT STATEMENT TO ASHINGTON NEIGHBOURHOOD STEERING GROUP
FROM SITES 5 & 6
20th March 2020

To support the progress of the Ashington Neighbourhood Plan, Sites 5 & 6 have (subject to contract) agreed terms upon which they will combine their two sites into one (the NP's Option 4 in its March Option List), for progression in the Neighbourhood Plan

1. Since being identified as Preferred Sites in the NP in February 2019, Sites 5 & 6 have been working together, jointly commissioning and funding the various reports requested by the NP

2. Since mid-2019 negotiations have been taking place between Sites 5 & 6 to put this informal working arrangement on to a more formal contractual basis

3. Progress on this has been hampered whilst consideration had to be given to Historic England's requests for additional work, and their most recent findings (which Sites 5 & 6 have yet to receive in writing)

4. Nevertheless, the recent, and unexpected, publication by HDC of a new Local Plan which could impact on the Neighbourhood Plan, and the NP's publication earlier this month of its Options, has applied pressure on Sites 5 & 6 to complete these negotiations ahead of the NP's deadline of March 23rd

5. Fortunately, because of the advanced state of negotiations, it has been possible to formalise an Agreement within this timescale.

6. On March 18th a planned final meeting of the two parties had to be cancelled for prevailing health reasons, but negotiations were completed during a conference call

7. The key points are:

a. The two sites will merge and eventually (subject to Planning Permission) be sold to a single developer

b. This will allow for Historic England's requirements to be met by allocating much, and if necessary, all of Site 5 to Open Space and 150 houses to be accommodated on Site 6

c. A revised layout has been prepared, but will need more considered work over time

d. The August Masterplan submitted to the NP will now need to be revised

e. The nature and location of Community Benefits will need to be reviewed in the light of the changing allocation of space, but the focus at this stage has not been to look at details but has been to support the continued progress of the NP in line with the wishes of residents of Ashington

8. The agreed Memorandum of Terms has been passed to Site 6's solicitors for conversion to a Legal Contract, and these will need to be signed off by Site 5's solicitors. This is being done with all speed, but there is a need to recognise that at the present time most people are focused on the survival of their businesses and their families

9. On-going updates will be given to Karen Dare in the coming weeks

3.37 A telephone call with Norman Kwan (HDC) and Sarah Nelson (South Downs, replacing Norman as Neighbourhood Planning Officer representing HDC) on 23rd March reported the joint agreement between sites 5&6 and HDC advised that the best way forward is to progress with Option 4 because the amendments to Regulation 14 documents were

not seen as being considerable and therefore did not require repeating the Regulation 14 consultation again.

3.38 In April 2020, Historic England sent a formal, written response to re-enforce their telephone comments (see 3.38). Their response details the potential archaeological significance of Site 5 and is clear that development on the site would not be supported. It also states that 'Securing the use of the land as public open space with an agreed management plan as part of the NDP may be considered a considerable public benefit.'

3.39 The Clerk and the Planning Consultant agreed to amend Regulation 14 documents considering the Historic England response and the agreement between sites 5&6, and everything would be readied to handover to HDC for Regulation 15 as soon as possible.

(ii) Education on Site 6

3.40 On 28th November 2019 a letter was sent to HDC, copied to the Neighbourhood Plan Steering Group, by Heather Knowler of EFM Partnership Ltd, a consultant representing a 'group' of Site Promoters (Sites 4, 10, 22/23). It suggested that HDC should seek to safeguard an area of land on Site 6 for future school expansion, rather than allowing new homes to be built right up to the school boundary. The letter accepted that school expansion is not needed during the term of the Neighbourhood Plan but argued that it would be needed beyond this as the village inevitably increased in size and further site allocations were made. It also stated that the DfE prefers primary schools to be built as 2 Form Entry or be expanded to this. The letter identified a specific area of land immediately adjacent to the school that should be allocated for future school expansion.

3.41 The Steering Group had previously identified that part of this exact parcel of land on Site 6, has been used by the school for many years as an allotment/garden under a lease agreement with the landowners and is an important part of the facilities on offer at the School. The Draft Neighbourhood Plan, in response to feedback from various consultation events and from the school itself, had stipulated that this land be retained as 'allotment facilities immediately adjacent to Ashington School specifically for school use'.

3.42 On 4th December 2019 Site 6 were asked for their views on the content of the EFM letter. A formal response from Site 6 on this issue was received on 9th January 2020 and stated: 'We have considered the current situation but do not consider that amendment of the NP is necessary. We agree with you that there is no justification to do so currently as there is no need to extend the school within the current plan period. Also the NP currently requires the Site 6 allocation to retain the land in question as "allotment

facilities immediately adjacent to Ashington School specifically for school use” which would in essence allow potential future options for school use.’

3.43 This response was circulated to HDC and they were asked to respond to EFM as the EFM letter was addressed specifically to HDC. It was not considered necessary to amend the Neighbourhood Plan in light of the Site 6 response.

(iii) HDC Local Plan Review

3.44 In February 2020 the HDC Local Plan Review Regulation 18 draft Plan was published which showed additional possible allocations of land for @400 homes in Ashington (on Sites 4, 10, 22/23, 27 plus one new site) on top of the Neighbourhood Plan proposed allocations of land for 225 homes. This caused some significant concerns amongst Parish Councillors and residents. At the Parish Council meetings on 6th February and 5th March 2020 there were many questions raised from many angry residents. The Parish Council agreed to ask Chris Bowden of Navigus Planning Ltd to prepare a consultation response on its behalf and sought his advice as to whether it was worth carrying on with the Neighbourhood Plan or not. Following his advice, the Parish Council agreed to push on with the Neighbourhood Plan.

Submission of Documents to HDC for Regulation 15/16

3.45 On 14th May 2020 all documents were sent to HDC. Norman Kwan (HDC) had advised the Clerk by email on 27th April 2020 that because of the Coronavirus pandemic and Government ‘lockdown’ restrictions: “On the issue of Reg 16, we have a number of plans at Regulation 15 and you can appreciate we cannot safely proceed with any new consultations as we cannot provide safe deposit points at the moment. Therefore, we have made the decision for the time being to suspend Reg 16 consultation which is the right thing to do. Government guidance is not forthcoming on this matter and further advice may come out. I suspect the lock down restrictions may ease in the near to medium term and we will reevaluate our position in due course when it is appropriate.”

Appendix A

Community Consultation document

**ASHINGTON PARISH
Neighbourhood Plan**



COMMUNITY CONSULTATION

Process:

1. OPEN LETTER to residents explaining what a Neighbourhood Plan is and asking for volunteers for Focus Groups (Hand delivered by Letterbox Logistics & posted to outlying homes Aug 2014)
2. OPEN DAYS – two events (one weekday evening 7-9pm, one weekend afternoon sat 2-4pm, Jan 2015). Drop-in sessions set up with display boards describing why, how etc. Tables for each of the focus groups manned by Parish Councillors. Public can attend and gain an understanding of the Neighbourhood Plan, give feedback to Focus Groups, volunteer to be on a Focus Group etc.
3. PC agrees amended Focus Group titles using HDC ‘themes’ (2/7/15)
4. HDC approves Horsham District Planning Framework Nov 2015
5. SET UP STEERING AND FOCUS GROUPS (1st Feb 2016):
 - a. STEERING GROUP – Terms of Reference, Code of Conduct, Membership, Meeting dates, Appointment of Officers (Chair, Vice-Chair, Publicity Officer), identify all stakeholders & consultees, communication methods (websites, noticeboards, letters, Social media, newspapers, Sussex Local etc)
 - b. FOCUS GROUPS: TRANSPORT; ENVIRONMENT & COUNTRYSIDE; HOUSING & DEVELOPMENT; LOCAL ECONOMY; COMMUNITY & INFRASTRUCTURE – Terms of Reference, Code of Conduct, Membership, Chairmen, meeting dates
6. DESIGN & SEND OUT GENERAL VILLAGE SURVEY – pass results to Focus Groups Suggestion boxes in strategic locations?
7. DECIDE WHETHER ASHINGTON SHOULD HAVE AN UP TO DATE HOUSING NEEDS SURVEY DONE – last one was done in 2012 and they are valid for 5 years. Seek advice of HDC/AIRS. Could be done as part of Detailed Village Survey.
8. PRODUCE A ‘PROFILE OF ASHINGTON’ BASED ON THE 2011 CENSUS (done 20th Feb 2016)
9. DETAILED VILLAGE SURVEY – Focus Groups to look at Survey results and design a detailed ‘Survey of Residents’. What are village priorities, what services & facilities are needed, what type of housing & development is suitable etc. Make it available online, Free Prize Draw to encourage residents to complete the survey, hold drop-in sessions, Business event, Stakeholders event eg neighbouring parishes, Young people’s event
10. BUSINESS SURVEY (Nuthurst did one), YOUNG PERSONS SURVEY?
11. ANALYSE RESULTS OF VILLAGE SURVEYS
12. PRODUCE A ‘STATE OF THE PARISH’ REPORT

Publicise to who:

All residents

Businesses

Potential Developers

Neighbouring Parishes

Community Groups both within & outside Parish including schools, Ashington Business Consortium

Publicise How:

Local Newspapers – County Times, Worthing Herald

Local Free magazines – Sussex Local, Village Living

Websites – Ashington PC, Ashington village

Leaflets – delivered to every household

Posters – around the village

Banners – top roundabout, ACCT

Social Media – Facebook, Twitter

Timescales:

Jan-Sept 2016

Community Groups:

ACCT, Ashington Church, Scouts, Youth Club, Lunch Club, Bingo Club, Church Café, Short Mat Bowls, IWA, Karate, Ashington Cougars FC, Ashington Rovers FC, Social Club, Ashington Playgroup, Chanctonbury Playschool, Ashington School, Rydon School, Steyning Grammar School, Badminton Club, Ashington Tiny Tots, Junior Martial Arts, Ashington Festival, Ashington Art Group, Community Minibus Association, Residents Association, Ramblers, Craft Club, Horticultural Society, Music & Poetry Society, History Group

Businesses:

Ashington Autos, Indian Cottage, Village Flair, Cherubs, ECM Electronics, Ashington Pharmacy, Carpet shop, Monza Sport, Posthorses, Co-op, Cubitt & West, Golden Plaice, Red Lion, Chanctonbury Caravan Storage, BT, storage place at East Wolves Farm (Lucas?), Car repairs at East Wolves Farm, Broadbridge Farm, Church Farm, Harris Funfair, Arun Vets, Ashington Business Consortium, G&M Tools, Northover Fuels, Bootcamp (Diane Eggitt), Well Adjusted Health, adjoining landowners eg John Gibert, Wiston Estate?, Kate's Cakes & Wiston Business Park, Methodist Church Nursery, Big Plant, Hughes Pumps, Sussex caravans, Bell leisure Pools, West Wolves Caravan Site, Bluebird Garage, antique dealer behind Village Flair.

Individuals working from home – should be identified through delivery of info to all households in the village.

Stakeholders:

HDC, WSCC, neighbouring parishes (Wiston, Washington, Storrington & Sullington, Thakeham, Shipley & others?), BT, electricity & gas companies, Southern Water, Environment Agency

Appendix B

HDC's response of 7th July regarding Housing Needs Assessment, Screening Opinion on SA/SEA:

Hi Karen,
That's good news Karen,

I have one of my colleagues looking at your Asset report which comments on a lot of heritage issues. I am waiting for her to come back to me but this maybe next week but on the other issues please note the following:

Regarding the SEA Screening Opinion I would refer you to our website (Please click [here](#)). As Ashington's NP is looking to undertake site allocations there is an assumption you will be required to undertake a SEA as part of the plan making process. HDC has a standard screening opinion on our website and a guidance note. WE are in the process of updating this screening opinion to reflect recent changes in legislation however in order not to stop your progression with plan making it is considered the screening opinion is fit for purpose for the Navigus to start the SEA process. Once the screening opinion has been update I will notify you of course.

[Neighbourhood Plan Resources : Horsham District Council](#)

Regarding the HNA the Council's comment would be:

'Ashington Neighbourhood Plan Group has undertaken a Housing Needs Assessment (July 2017) through their consultant Navigus Planning. All parishes undertaking a Neighbourhood Plan are required to comply with Policy 15 (4) of the adopted HDPF and should deliver a fair proportion of the 1500 dwellings (at least) through Neighbourhood Plans in accordance with the settlement hierarchy (Policy 3) . The report closely follows the methodology developed by AECOM and advocated by Locality which in turn is closely aligned with the Planning Practice Guidance. The report stipulates a housing requirement target that is considered proportionate to the Ashington Neighbourhood Plan (up to 2031) and every endeavour should be made to meet this target through the site assessment and SEA process.'

Finally I would ask you to contact Caroline West of WSCC regarding the information you requested.

caroline.west@westsussex.gov.uk

For the CCG I spoke to a colleague who has kindly provided a couple of contacts. Please try first this contact as planning application consultations to the CCG go to Mike Pritchard (Horsham and Mid Sussex CCG) mike.pritchard1@nhs.net 07970 304595.

Ashington Parish Council Neighbourhood Plan Consultation Statement

Or David Mckenzie (david.mckenzie@nhs.net) who is leading on provision on North Horsham development

If you explain the information you require, hopefully they will be able to direct you to the right person who can advise you.

Kind Regards

Norman Kwan

Neighbourhood Planning Officer

Ends