



High Offley Parish Neighbourhood Plan 2011 - 2031

Consultation Statement



SUBMISSION TO STAFFORD BOROUGH COUNCIL.

High Offley Parish Neighbourhood Plan 2011 – 2031 Consultation Statement

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1. Introduction

- 1.1 The High Offley Parish Neighbourhood Plan encompasses the whole area of High Offley Parish and identifies 5 key policy areas and seven policies. The Plan covers the period 2011 – 2031, the same as the Plan for Stafford Borough. The Policies in the High Offley Parish Neighbourhood Plan are designed to enhance and expand on the Policies of the Plan for Stafford Borough and to tailor them to ensure that High Offley Parish retains its unique character and history, Once the Neighbourhood Plan is adopted the policies will form part of the Development Plan for the area and will be used by the Local Planning Authority (Stafford Borough Council), alongside the planning policies detailed in the Plan for Stafford Borough, to determine planning applications in the Parish. The Neighbourhood Plan Policies will also be used to inform and underpin High Offley Parish Council's consultation responses to planning applications within the Parish.

2. Regulatory requirements

- 2.1. Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 requires that when a proposed Neighbourhood Plan is submitted to the Local Planning Authority, the Plan must be accompanied by a consultation statement. A consultation statement is defined in the Regulations as a document which:
- Contains details of the persons and bodies that were consulted about the proposed neighbourhood development plan.
 - Explains how they were consulted.
 - Summarises the main issues and concerns raised by the persons consulted and describes how those issues and concerns have been considered and where relevant, addressed in the proposed neighbourhood development plan.
- 2.2. The above regulatory requirement relates to the statutory pre-submission consultation stage. This report fulfils the above legal requirements and also more generally explains the consultation and community engagement activities which have been undertaken during the production of the High Offley Parish Neighbourhood Plan.

3. How the Neighbourhood Plan was prepared

- 3.1. The High Offley Parish Neighbourhood Plan has been prepared by residents and members of High Offley Parish Council working as part of a Neighbourhood Plan Working Group with support from Stafford Borough Council.
- 3.2. In October 2015 High Offley Parish Council held a public meeting during which preparing a Neighbourhood Plan was discussed. The meeting was attended by 42 local residents, many of whom were interested in the Parish Councils response to a proposed Solar Farm in the adjacent Parish. Following this meeting the Parish Council applied to Stafford Borough Council to designate High Offley Parish Boundary as a Neighbourhood Area. Stafford BC wrote to every house and business in the parish plus the statutory bodies and utilities as part of the initial consultation in creation of the Neighbourhood Plan. High Offley Parish was designated a Neighbourhood Plan area on 3rd March 2016. The setting up of the High Offley Parish Neighbourhood Plan Working group was discussed at the Annual Forum of High Offley Parish Council and 5 Parishioners were elected to join the working Group by the other Parishioners present at the monthly Parish Council meeting in July 2016.

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4. Communications

- 4.1. High Offley Parish Council already had a well-developed website and it was agreed to set up a Neighbourhood Plan section on that. Notes of meetings, documents, consultation notices a progress tracker and other relevant information have been made available on the website.
- 4.2. Articles about the Neighbourhood Plan and key events have also been placed in the popular local monthly newsletter, the Church and Village News which is hand delivered to homes in High Offley Parish as well as on Parish Noticeboards.
- 4.3. In addition to the programmed activities described below there have also been ad-hoc discussions and response to enquiries from individuals and groups as queries have arisen through the process.

5. Community questionnaire

- 5.1. During the late summer and autumn of 2016 the High Offley Parish Council Neighbourhood Plan Working Group created a community questionnaire. The questionnaire, which had been prepared in consultation with Stafford Borough Council and was derived from questions asked in other local Neighbourhood Plans with additional questions specific to High Offley Parish. It contained questions about Housing, Traffic and Parking, Jobs and Employment, Open Space, Environment and Recreation. In November 2016 Copies of the questionnaire were hand delivered to every household in High Offley Parish. Copies were also available in Woodseaves Post Office, the Cock Public House and the Parish Council website. A total of 119 questionnaires were completed and returned (32% response), which identified the key concerns of local residents. The same questionnaire was also sent to Farms and Businesses within the Parish. A copy of the questionnaire can be seen in Appendix 1 of the Consultation Statement and the responses received can be seen on the Parish Council website.

6. Call for Sites

- 6.1. During February 2017 a meeting was held with Stafford Borough Council Forward Planning where the Call for Sites process was discussed. It was recommended that the questions used in the SBC Call for sites pro-forma used for SBC Strategic Housing Land Availability Assessment were utilised for our Call for Sites consultation. A letter was drafted explaining the call for sites process and copies were again hand delivered to every household in High Offley Parish. Copies of the letter were displayed in Woodseaves Post Office, The Cock Public House, on Parish Noticeboards, on High Offley Parish Council Website and on numerous telegraph poles in the rural area. A notice was included in the Parish Magazine and after reviewing the SBC SHLAA every Landowner within the Parish known to the Working Group were also written to inviting them to put land forward. 24 separate sites were offered for development covering 39 hectares. 4 of the Landowners had offered potential community facilities and these landowners were invited to meet with the Working Group to discuss what facilities might be accommodated and how these could be developed. The sites are recorded in the Submitted sites Assessment document and can be seen in Appendix 2 of the Consultation Statement.

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7. Information and Evidence gathering

- 7.1. The Working Group mobilised themselves to begin the process of gathering local evidence to support the Neighbourhood Plan. This included reviewing technical evidence reports provided by Stafford Borough Council. Evidence used for the recently adopted Local Plan for Stafford Borough was obtained to assist with the development of Neighbourhood Plan Policies. This included the Strategic Housing Land Availability Assessment (2013) and the Sustainability Appraisal Report (2011). We also had access to Staffordshire Observatory Health and Wellbeing data and details of completions and commitments of approved housing development in High Offley Parish. Thus the group was able to access a broad range of statistics and information that helped identify key issues for the Parish. This information is provided in the supporting documents. The Steering Group also referred to the National Planning Policy Framework and the Local Plan for Stafford Borough in the creation of local policies.

8. Public Meeting and Vote.

- 8.1. Having studied the results of consultation questionnaire and associated comments along with the details of parcels of land put forward for development it became very clear that there were 2 opposing requirements. The consultation showed that parishioners wanted small infill type developments of less than 10 houses with the overall number of new houses totalling less than 25 while also wanting to see a car park for the school, a playground, allotments and a football pitch. Clearly these facilities were not going to be provided by developers on sites with less than 10 new houses. In order to identify which was the higher priority for parishioners, a public meeting was held in January 2018 where the results of the questionnaire was presented and a number of options were proposed. The meeting was attended by 114 members of the public and concluded with a question and answer session, the minutes of the meeting are available on the Parish Website. The working group had decided not to hold the vote on the same day as the public meeting but to allow time for people to discuss the meeting with family and friends before casting their vote on the options provided. Details of both the meeting and the vote were advertised in the Parish Magazine, the Parish Website, and Parish Noticeboards as well as in the Post Office and Public House. During the consultation meeting a number of attendees asked if a postal vote could be accommodated as well as the proposed vote in person at the village hall. A postal voting system was incorporated and the vote was adjudicated by Parish Councillors from neighbouring Parish Councils. After the vote was counted it was declared that Option 1 (the least number of houses and no additional facilities) had 66% of the 220 votes cast. Full details of the Results of High Offley Parish Neighbourhood Plan Options Vote and the slides from the presentation can be seen in Appendix 3 & 4 of the Consultation Statement.
- 8.2. The Chairman of the Group gave a comprehensive report on progress with the Plan preparation at the Annual Parish Meeting held on 10th May 2018.

9. Vision and Objectives development

- 9.1. The Working Group analysed all the findings from the consultation exercises and local evidence to identify a Vision and Strategy for the Neighbourhood Plan. The analysis identified key issues which are grouped into five thematic areas for the Neighbourhood Plan to address. Each theme identified the local opinions for the topic and the proposed policies to address them. The Five key areas are Housing, Traffic and Parking, Local Green Space, Travel and Leisure, Telecommunications.

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10. Draft Plan Consultation

10.1. In line with Neighbourhood Planning (General) Regulations 2012. The draft Neighbourhood Plan was publicised for a minimum six week consultation period between December 1st 2018 and January 19th 2019. During November 2018 Letters were distributed by hand to every household in the Parish informing them of the consultation and that copies of the Draft Neighbourhood Plan were available at Woodseaves Post Office, The Cock Public House in Woodseaves, at Councillors Smith's House in Shebdon, Councillor Celecia's house in High Offley and on the High Offley Parish Website. Neighbouring Parish Councils, Landowners who had submitted land to the call for sites process and other statutory bodies (as advised by SBC) were sent copies of the Draft Neighbourhood Plan for comment during this public consultation exercise.

10.2. List of consultees

High Offley Parishioners

Land Owners who submitted sites to the Neighbourhood Plan

Neighbouring Parishes - Gnosall, Eccleshall, Adbaston, Norbury.

Member of Parliament – Bill Cash

The Coal Authority

Newcastle Under Lyme Borough Council

Stoke on Trent City Council

Staffordshire County Council

[CTIL \(on behalf of Vodafone and Telefónica\):](#)

MBNL (EE and Three):

Three

EE

Severn Trent Water

National Grid Asset Protection

British Pipeline Agency Limited

Western Power Distribution

Network Rail

Highways England

Stafford Borough Council – Forward Planning

National Grid

British Gas Transco (West Midlands District)

Asset Officer Transco PLC

Amec on behalf of Transco Land & Development

Historic England

Natural England

Environment Agency

Highways England (West Midlands)

Staffordshire & Stoke on Trent Partnership NHS Trust

South Staffordshire & Shropshire Healthcare

Staffordshire Public Health

University Hospitals of North Midlands Trust

Head of Public Sector Commissioning Partnership

Locality Public Health Partnerships & Commissioning Leads for Staffordshire County Council

Mid Staffordshire Health Authority

Stafford and Surrounds Clinical Commissioning Group

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NHS Property Services
Homes and Community Agency
Staffordshire County Council Highway Authority
Transport for West Midlands
Mobile UK

11. Consultation Outcome

- 11.1. A total of 26 comments were received throughout the consultation period, 12 of these being from local residents who supported the plan, 5 from Statutory consultees who stated that they were unaffected by the plan or had no comment, 7 local residents who raised concerns, Stafford Borough Council and Staffordshire County Council who offered suggestions. One resident commented that they were unable to access the High Offley Parish Council website using the link provided and with agreement of the Parish Council they submitted comments outside the consultation period and a further 4 similar comments were received outside the consultation period. The comments were recorded and the working group has since met to consider the comments submitted, agreed on any actions / modifications required and updated the Plan. Please see the Table in Appendix 5 of the Consultation Statement, containing the comments and issues received where actions have been taken to update the Plan or a response has been provided. This demonstrates how the comments raised have been considered.

12. Final Plan and submission for Independent examination

- 12.1. Subsequently a revised and final draft of the High Offley Parish Neighbourhood Plan has been produced and will be submitted to Stafford Borough Council together with the supporting documentation, including the Consultation Statement, the Basic Conditions Statement and The Screening Assessment for wider public consultation and independent examination.
- 12.2. Following successful examination the High Offley Parish Neighbourhood Plan will proceed to a local referendum. If the community votes in favour of adopting the Plan, it will be brought into legal force and become part of the statutory ‘development plan’ for Stafford Borough. This means that any development proposals within the Parish of High Offley Parish will need to be in accordance with the Neighbourhood Plan.

Appendices

Appendix 1



Including the Wards of Shebdon & Woodseaves



HIGH OFFLEY PARISH NEIGHBOURHOOD PLAN

Your Parish Council is putting together a Neighbourhood Plan for the entire High Offley Parish area. Woodseaves is classified by Stafford Borough Council as a **KEY SERVICE VILLAGE** and therefore the residents and the Parish Council really need to have more say in what is planned for the future regarding development and infrastructure such as housing, roads & footpaths, businesses, shops, leisure facilities, schooling, green open spaces, play facilities etc. Although Woodseaves is the key village the plan also needs to take into consideration the rural areas such as High Offley and Shebdon. The results of this survey will determine the underpinning principles and overall direction of our plan and so it is **very important** that you, your family and your neighbours take this **unique** opportunity to make your views known.

What is a Neighbourhood Plan?

A Neighbourhood Plan is a new way for local people to influence the planning and development of the area in which they live and work. It lasts for 15 years and should:

- Develop a shared vision for the Parish.
- Choose where new homes, facilities and other development should be built.
- Influence how much housing should be built, and of what type.
- Identify and protect important local green spaces or other treasured assets.

Once approved, our plan will have legal force in setting out what development is acceptable in our parish and for what reasons. Developers and local authority planners will have to take notice of it. Without a Neighbourhood Plan, we will have little control over any development that takes place and will receive less community funds from those developments.

We can influence development, not stop it altogether – So our Neighbourhood Plan must comply with Stafford Borough Council's Local Plan and the government's wider policy of sustainable development. This means that it is inevitable that some new housing will have to be built in Woodseaves in the future. Having a Neighbourhood Plan in place will help us ensure that this housing is suitable for the parish and meets the needs of our area. It will also help us to identify the facilities and services that need to be in place to meet the demands that any new housing will make upon our community.

What to do next - Please complete the questionnaire as fully and thoughtfully as you can and return it to us **By 3rd December 2016**. Details of the different ways you can return the survey are given at the end of this questionnaire.

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If there are additional members of your household who would like to complete this survey separately, please help them to do so. They can obtain a copy of the questionnaire from the Parish Council Clerk or is downloadable from the parish council website detailed at the end of this questionnaire. We would particularly encourage younger people to take part as often their views are not heard as loudly as perhaps they should be.

If you have questions or would like help with this questionnaire or on the wider Neighbourhood Plan process, one of the newly appointed Neighbourhood Plan team would be pleased to talk to you. Contact details are listed below.

Parish representatives: Telephone number

Graham Beeston	01785 284743
Paul Brown	07817 233062
Phil Mason	01785 284610
Jackie Pearce	01785 284315
Evelyne Smith	01785853990

Councillors: Telephone number

Sally Celecia	07929 444332	
Roger Greatrex	01785 284553	Parish Council Clerk
Roy Hockenhill	01785 284273	
Harold Simcock	01785 284604	
Mike Smith	01785 280648	
Mark Turvey	01785 284243	

You can hand your completed questionnaire in at the following locations:-

Woodseaves Post Office,
Mark Turvey, Springfields, The Green Woodseaves ST20 0LJ
Graham Beeston, Brook House, Newport Road, Woodseaves, Stafford ST20 0NP
Mike Smith, Batchacre Cottage, Shebdon. Stafford. ST20 0PX
Sally Celecia. Park Farm, Park Lane, High Offley, ST20 0NB

Or post to Mark Turvey, Chairman High Offley Parish Council, Springfields, The Green, Woodseaves, Staffs, ST200LJ.

If you have mobility problems which do not allow you to post or deliver your completed questionnaire please contact the Parish Council Clerk (contact details above) who will arrange for collection.

Thank you for taking the time to help us create the High Offley Parish Neighbourhood Plan.

A public meeting will be held once the information in the returned questionnaires is analysed and collated.

HIGH OFFLEY PARISH NEIGHBOURHOOD PLAN QUESTIONNAIRE

Please answer the questions by either ticking the relevant box or leaving the answer blank if you do not have an opinion.

HOUSING

Woodseaves is a key service village and some housing development will take place through the period of the plan, we would like your views on future Housing Development in the parish.

A1 How many new homes would you like to see developed in Woodseaves until 2031?

No more than 10 ()

No more than 25 ()

No more than 50 ()

An unlimited number ()

A2 How many new homes should any individual building development contain?

No more than 10 houses ()

11 to 20 houses ()

21 to 50 houses ()

No Opinion ()

A3 What type of properties would you support?

Bungalows ()

Affordable homes for local people ()

Semi Detached Houses ()

Detached Houses ()

3 Storey Town Houses ()

1 and 2 bedroom homes

A4 Do you think that any future housing development should take into account?

Play Areas and Open Spaces ()

Improvements to Road Structures ()

Upgrading of Sewage Systems ()

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A5 Would you like to see more housing development in rural areas e.g. High Offley, Shebdon?
Yes () No ()

A6 Do you have any other comments on housing development?

.....
.....
.....

JOBS AND EMPLOYMENT

B1 Would you like to see more employment opportunities within the Parish? Yes () No ()

B2 Do you think there should be land made available in the Parish for Business / Employment use?
Yes () No ().

B3 What type of Business / Employment uses should the land ideally be for?

- | | |
|--|----------------|
| Retail | Yes () No () |
| High Tech manufacturing | Yes () No () |
| Engineering | Yes () No () |
| Renewable energy projects, (Solar, wind and anaerobic) | Yes () No () |
| Haulage and storage | Yes () No () |
| Recycling | Yes () No () |
| Construction | Yes () No () |
| I.T. | Yes () No () |
| Finance | Yes () No () |
| Education | Yes () No () |
| Child Care | Yes () No () |
| Administration and support services | Yes () No () |
| Social enterprise | Yes () No () |
| Small scale units for emerging enterprise | Yes () No () |
| Arts and crafts | Yes () No () |
| Expansion and diversification of agricultural enterprise | Yes () No () |
| Mobile phone infrastructure | Yes () No () |
| Leisure industry | Yes () No () |
| Tourism, Leisure and Crafts | Yes () No () |
| Holiday Lets, Bed & Breakfast | Yes () No () |
| Canal Facilities/ related activities | Yes () No () |
| Caravan / Camping sites | Yes () No () |

B4 What would encourage new business to locate in the Parish?

.....
.....

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B5 If you have an existing business

- 1). Do you require expansion of your premises? Yes () No ()
- 2). Is planning permission a problem? Yes () No ()
- 3). Can labour be sourced locally if required? Yes () No ()
- 4). Is your broadband service adequate? Yes () No ()
- 5). Is the mobile signal good enough? Yes () No ()
- 6). Are there any other improvements which could aid your business?

.....
.....

TRAFFIC AND PARKING

C1 Do you think the principal roads throughout the parish are adequate to sustain future development without suitable improvement? Yes () No ()

C2 Do you think the traffic calming measures placed on the A519 (Average Speed Camera's) are adequate to help limit the disturbance (Noise, Speed and vibration)? Yes () No ()

Comments.....
.....

C3 Do you think High Offley Parish is able to take more traffic related to reasonable development? Yes () No ()

C4 If No, what solution would you prefer to this consideration?

Well Placed development () Restriction of development ()

New properties with sufficient off street parking () Other. (Please Say)

.....
.....

C5 Do you think the present on street parking is:-

Adequate () Too little () Too much () Safe ()

Comments
.....

C6 Do you think the School parking is

Adequate () Needs improving () Needs relocating ()

If vehicle parking facilities need improving, tell us how and where you think this could best be achieved.

.....
.....

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C7 If better public transport is needed, tell us how you think it should be improved regarding frequency and times.

.....
.....

C8 Do we need a pedestrian crossing(s) in Woodseaves? Yes () No ()
If so where?

C9 Would you like to see any other speed limits imposed on any Parish roads?

.....

C10 Please tell us about any other concerns or improvement ideas you have about traffic and parking throughout the Parish, e.g. surface condition, verges, road signs, weight restrictions etc.

.....
.....

OPEN SPACE, ENVIRONMENT AND RECREATION

D1 Please select your current interest in outdoor activities:

- Walking / Rambling ()
- Dog-walking ()
- Cycling ()
- Horse Riding ()
- Wildlife & Nature ()
- Picnics ()
- Sports () Please specify.....
- Other () Please specify.....

Are you able to pursue these activities currently in the Parish? Yes () No ()

D2 Do you think the Parish would benefit from the provision of any of the following?

- Play area for children Yes () No ()
- Facility for teenagers * Please specify..... Yes () No ()
- Allotments Yes () No ()
- Picnic areas Yes () No ()
- Sports Facilities / Sports field Yes () No ()
- Football pitch Yes () No ()
- Wildlife area Yes () No ()
- Protection of countryside views/landscape Yes () No ()

Please put forward any suggestions you may have :

.....
.....

D3 Please list any additional outdoor facilities you would like to see in the Parish:

.....

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Please use the space below to add any further comments that you have that have not been covered elsewhere in the survey.

.....
.....
.....

To help us analyse the results of the questionnaire please complete the following optional questions.

Which age group are you in? under 25 years () between 25 and 50 years () over 50 years ()

Please enter your postcode ST.....

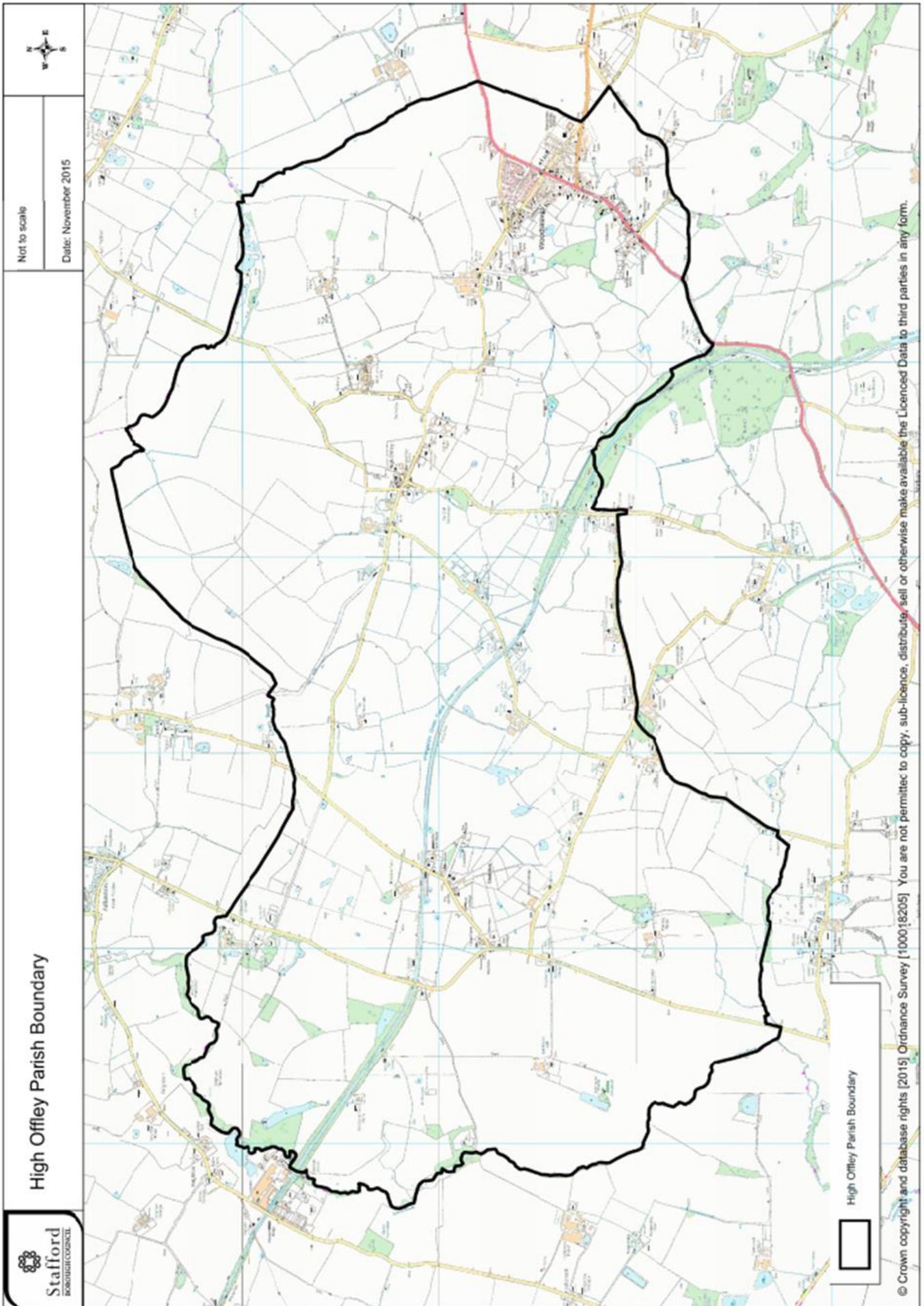
This form is available online @ WWW.highoffleyparishcouncil.org.uk

Responses to this survey are anonymous with all individual data and information collected in this questionnaire being treated in confidence and not passed to any third party.

Please return your completed questionnaire by 3rd December 2016 to one of the following.

- Woodseaves Post Office,
- Graham Beeston, Brook House, Newport Road, Woodseaves, Stafford ST20 0NP
- Sally Celecia, Park Farm, Park Lane, High Offley, Stafford ST20 0NB
- Mike Smith, Batchacre Cottage, Shebdon. Stafford. ST20 0PX
- Mark Turvey, Springfields, The Green, Woodseaves, Stafford. ST20 0LJ

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Not to scale

Date: November 2015

High Offley Parish Boundary



High Offley Parish Boundary



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Appendix 2

High Offley Parish Council Neighbourhood Plan - Submitted Sites																			Colour Key: Green = no constraint; yellow = partial constraint; red = absolute constraint at current time			
Site number HOPCNP	Site number SBC SHLAA	Site Details							Key assessment criteria										Public comments (pre-submission NP consultation) also see survey results.	Summary assessment	Status in Draft NP	Agreed action for final NP
		Site address	Owner	Agent	Area (ha)	Potential housing yield	Current use	Adjacent uses	Availability within 5 years	Development access	Agricultural Land Classification	Statutory protected sites or features	Rights of way	Landscape designations	Affected utilities or physical constraints	Inside or adjacent to settlement boundary	Compatibility with NP					
1		Land on North east side of High Offley Rd			0.58	19	Agriculture Dormant unused	Agricultural	Yes	Off High Offley Road	Yes	No	No		No Mains Sewerage or Gas	No	75% of Parishioners want small developments of less than 10 Properties.		Reject - land is not adjacent to a settlement. An isolated development of this size is not in keeping with its rural surroundings and is not sustainable.	exclude	exclude	
2		The Hollow High Offley ST20 DNA			0.11 approx.	3	Residential house & garden	Agricultural	Yes	Off High Offley Road	No	No	No		No Mains Sewerage or Gas	No	As the current dwelling is in the middle of the plot we cant see where you could build additional houses.		Brownfield in-fill site subject to Borough Planning.	exclude	exclude	
3		Offley Grove Farm Adbaston Staffs ST20 QQB			0.4	13	Agriculture, at present unused/vacant	Farm house/ buildings and agriculture	Yes	off Main Road	Yes	No	No		No Mains Sewerage or Gas	No	Yes		support application for one house	Include	Include	
4		Land at Barn Common Woodseaves			5.2	171	Agricultural	agricultural/residential	Yes	Off Back Lane	Yes	No	unsure		No Mains Gas	yes	75% of Parishioners want small developments of less than 10 Properties.		reject the site as being too large for Village development.	exclude	exclude	
5		Junction of Shay Lane & Oldershaws Lane			1.41	46	Agriculture	agricultural/residential	Yes	off Shay Lane	Yes	No	No		No Mains Sewerage or Gas	No	75% of Parishioners want small developments of less than 10 Properties.		Reduce the potential 46 houses on the whole site to 2. support proposal for 2 semi detached affordable houses in keeping with the Village, fronting onto Shay Lane adjacent to Lilac Cottage.	Include	Include	
6		The Cottage Glebefields Woodseaves Stafford ST20 OLA			Approx. 2.5	82	Grazing & residential	agricultural/residential	Yes	off Glebe Meadow/ Glebefields.	Yes	No	No		No Mains Gas	yes	75% of Parishioners want small developments of less than 10 Properties.	Communication from neighbouring resident does not support this location being included in the plan.	Reduce potential 82 homes on whole site to 4. Extend the settlement boundary to include a corner of the land accessed from Glebe Meadow, support proposal for 4 houses.	Include	Include	
7		Land off Moscoe Lane Littleworth (Woodseaves Southern Boundary)			0.64 approx.	21	Vacant	agricultural/residential	Yes	Off Moscoe Lane or via site 16.	Yes	No	Yes		No Mains Gas	yes	75% of Parishioners want small developments of less than 10 Properties.	Letters received from nearby resident asked criteria for inclusion in the plan.	Reduce potential 21 homes on the whole site to 4. Extend the settlement boundary to include the corner of the land with proposal for 4 houses.	Include	Include	
8		Land off Newport Rd Site A			0.5	16	Agriculture/horticulture	agricultural/residential	Yes	Off A519 Newport Road	Yes	No	No	Landfill?	No Mains Gas	yes	75% of Parishioners want small developments of less than 10 Properties and 71% want less than 25 houses in total.	Letters received from the agent supporting this site. Letter from Woodseaves Academy supporting a car park. Vote on development options voted 4:1 against.	Option to present to the Public, 30 houses accessed from the A519. Amenity land to be gifted to the Parish and a car park and children's play area to be funded by the developer. In conjunction with the other approved sites. Parishioners voted against this option in favour of small infill only.	exclude	exclude	
																		8 Houses				
																		1 House outside Settlement Boundary				
																		2 Affordable Houses outside settlement boundary.				

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Appendix 2

High Offley Parish Council Neighbourhood Plan - Submitted Sites																						
<i>Colour Key: Green = no constraint; yellow = partial constraint; red = absolute constraint at current time</i>																						
Site number HOPCNP	Site number SBC SHLAA	Site Details							Key assessment criteria										Public comments (pre-submission NP consultation) also see survey results.	Summary assessment	Status in Draft NP	Agreed action for final NP
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9		Land off Newport Rd Site B			0.5	16	Agriculture/horticulture	agricultural/residential	Yes	Off A519 Newport Road	Yes	No	No	Landfill?	No Mains Gas	Yes	75% of Parishioners want small developments of less than 10 Properties and 71% want less than 25 houses in total.	Letters received from the agent supporting this site. Letter from Woodseaves Academy supporting a car park. Vote on development options voted 4:1 against.	Option to present to the Public, 30 houses accessed from the A519. Amenity land to be gifted to the Parish and a car park and children's play area to be funded by the developer. In conjunction with the other approved sites. Parishioners voted against this option in favour of small infill only.	exclude	exclude	
10		Land between The Croft & The Dairy			0.325	10	Agriculture	agricultural/residential	Yes	Off A519 Newport Road	Yes	No	Yes		No Mains Gas	Yes			support site for 5 bungalows only.	include	include	
11		Land on Lodge, approached off the A519 on left hand side Old House Farm			0.2	6	Unused Agricultural Land formerly garden/sp ort area to the New	agricultural/residential	Yes	Off Lodge lane	Yes	No	No		No Mains Gas	Yes		Letters from nearby resident asked criteria for inclusion in the plan.	support proposal for one house or bungalow on the site.	include	include	
12		Approaching Riley Lane off B5405 Land on the right hand side Old House Farm Lodge Lane			1.5	44	Agriculture	Agriculture	Yes	off Riley Lane	Yes	No	No		No Mains Gas	Yes	75% of Parishioners want small developments of less than 10 Properties and 71% want less than 25	Vote on development options voted 4:1 against.	Option to present to the Parishioners vote for 10 houses, 5 affordable houses, car park and allotments. In conjunction with the other approved sites. Parishioners voted against this option in favour of small infill only.	exclude	exclude	
13		The Hollies Farm High Offley Road Woodseaves Stafford ST20 0LH			17	561	Agriculture	agricultural/residential	Yes	Off A519 Newport Road	Yes	No	not answered		No Mains Gas	No	75% of Parishioners want small developments of less than 10 Properties and 71% want less than 25		Reject the site for housing development as the land area is too large for current development needs and not adjacent to the settlement boundary	exclude	exclude	
14		Springfields The Green Woodseaves Staffordshire ST20 0LJ			0.15	4	Garden/A griculture	agricultural/residential	Yes	Off the Green	Yes	No	No			No			support site for a single self-build dwelling with environmental features	include	include	
15		Newport Road Woodseaves ST20 ONP			0.2	6	unused	Grazing & residential	Yes	Off A519 Newport Road	Yes	No	No		No Mains Gas	Yes			Support the site for 3 bungalows only.	include	include	
16		The Garage Newport Rd Woodseaves ST20 ONP			0.08	2	Employment sole trader	agricultural/residential	Yes	Off A519 Newport Road	No	No	Yes along Moscoe Lane	Fuel Tanks?	No Mains Gas	Yes		Letters from nearby resident asked criteria for inclusion in the plan.	Support site for 2, 2 storey properties only.	include	include	
																			8 Bungalows 3 Houses 1 house not adjacent to Settlement Boundary			

High Offley Parish Neighbourhood Plan 2011 – 2031 Consultation Statement

Appendix 2

High Offley Parish Council Neighbourhood Plan - Submitted Sites																		Colour Key: Green = no constraint; yellow = partial constraint; red = absolute constraint at current time			
Site Details									Key assessment criteria												
Site number HOPCNP	Site number SBCSHLAA	Site address	Owner	Agent	Area (ha)	Potential housing yield	Current use	Adjacent uses	Availability within 5 years	Development access	Agricultural Land Classification	Statutory protected sites or features	Rights of way	Landscape designations	Affected utilities or physical constraints	Inside or adjacent to settlement boundary	Compatibility with NP	Public comments (pre-submission NP consultation) also see survey results.	Summary assessment	Status in Draft NP	Agreed action for final NP
17		Land at Home Farm ST20 0LH			0.1	Zero	Agriculture	Agricultural	Yes	Through Home Farm	Yes	No	Yes		Gas and Sewer not required.	No			Support the site for a mobile phone mast if ever required as Planning Permission has been granted for a phone mast less than 10 metres away.	Include	
18		Land north of Home Farm Woodseaves Stafford			0.15	Zero	Agriculture	Agricultural	Yes	Through Home Farm	Yes	No	Yes		No Mains Sewerage or Gas	No			Support site 18 or 19 for a single camping and caravan site of 15 Pitches.	Include	
19		Land north of Home Farm Woodseaves Stafford			0.45	Zero	Agriculture	Agricultural	Yes	Through Home Farm	No	No	Yes		No Mains Sewerage or Gas	No			Support site 18 or 19 for a single camping and caravan site of 15 Pitches.	Include	
20		Land at Greengables The Green Woodseaves ST20 0LJ			0.06	1	Amenity	Agricultural	Yes	Off the Green	Yes	No	No		No Mains Sewerage or Gas	No			Support single dwelling in the area close to the "Dingle".	Include	
21		Land off High Offley Road near The Green ST20 0LH			0.33	10	Agriculture	Agricultural	Yes	Off High Offley Road	Yes	No	No		No Mains Sewerage or Gas	No	75% of Parishioners want small developments of less than 10 Properties.		Reject the site as the land is not adjacent to the settlement boundary and an isolated development of this size is not in keeping with its rural surroundings	exclude	
22		Land at Home Farm near High Offley Road ST20 0LH			0.12	3	Agriculture	Agricultural	Yes	Off High Offley Road	Yes	No	Yes		No Mains Sewerage or Gas	No			Reject the site as the land is not adjacent to the settlement boundary and would be an isolated development.	exclude	
23		Land at Home Farm near Back Lane Woodseaves			6.3	207	Agriculture	Agricultural	Yes	Off High Offley Road	Yes	No	Yes		No Mains Sewerage or Gas	No	75% of Parishioners want small developments of less than 10 Properties and 71% want less		Reject the site as the size of the development would be far greater than the current need, the land is not adjacent to the settlement boundary and an isolated development of this size is not in keeping with its rural surroundings.	exclude	
24		Park Farm Park Lane High Offley ST20 0NB			0.3	10	unused	Agricultural	Yes	Off Park Lane	Paddock?	No	No		No Mains Sewerage or Gas	No			Reject the site as the land is not adjacent to sustainable settlement and would be an isolated development.	exclude	
																			mobile phone mast if required.		
																			15 camping and caravan pitches.		
																			1 house outside settlement boundary.		

Welcome

Introductions

Mark Turvey
Chairman High Offley Parish Council

Mike Smith
Stafford Borough and High Offley Parish Councillor



Agenda

- 🏠 What is a neighbourhood Plan
- 🏠 Key steps
- 🏠 Survey Response
- 🏠 Call for Sites
- 🏠 Options
- 🏠 Vote
- 🏠 Questions
- 🏠 Next Steps



What is a Neighbourhood Plan

In 2011 the UK Government published a new Localism Act to devolve powers to local areas.

This plan derives from a wide range of consultation, including a parish wide questionnaire, public meetings, views from residents, developers, landowners business and other stakeholders

The Plan will address our development needs in line with Stafford Borough Council's Local Plan and the UK Governments wider policy on sustainable development. We are expected to contribute to the overall growth of housing in Stafford Borough.

Ask local people where they might like to see new housing, what types and how they should look what general amenities they would like to see, such as recreation areas or support for the village hall

Neighbourhood planning provides a powerful set of tools for local people to ensure that they get the right types of development for their community

The Plan will cover the period until 2031.



Key Steps

- Designate Neighbourhood Plan Area. 03/03/16
- Publicise Neighbourhood Plan Area
- Create working Group

Councillors: S. Celecia, R. Greatrex, R. Hockenhill, H. Slimcock, M. Smith, M. Turvey.
Parishioners: G. Beeston, P. Brown, P. Mason, J. Pearce, E. Smith.

- Building evidence for the plan
- Developing a vision, key aims and objectives
- Write the Neighbourhood Plan document
- Screening, Consultation and Submission
- Publication Consultation with Parishioners
- Independent Examination (via SBC).
- Referendum and Adoption.

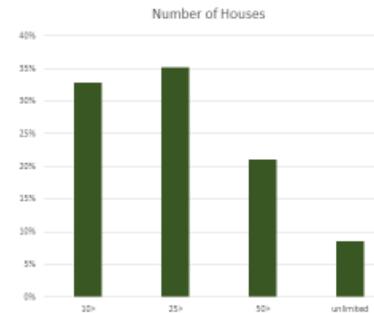


Parish Survey

- 376 households surveyed
- 119 responses
- 32% response rate
- 3% under 25, 16% under 50, 76% over 50, 5% not stated.
- 33 Businesses including farms
- 27% response rate



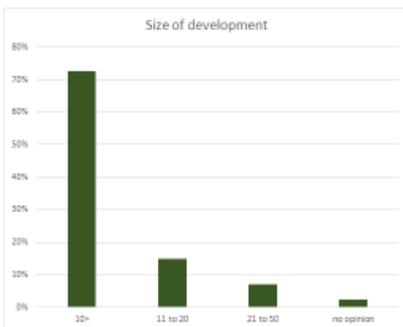
A1 How many new homes would you like to see developed in Woodseaves until 2031?



Parishioner comments

- ❑ Would prefer in fill housing
- ❑ More affordable housing for local residents especially the young
- ❑ There should be a balance of size of housing
- ❑ More housing to allow the younger generation to get on the property ladder
- ❑ New developments should be in an appropriate style and size to the current and long established buildings
- ❑ Woodseaves is a Key Service Village and I would like to see it grow to support the local Post Office & shop and the Cock Inn
- ❑ Make Back Lane the extent of building line. Protect the views we have around the Village

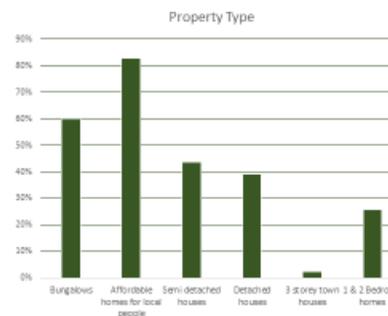
A2 How many new homes should any individual building development contain?



Parishioner comments

- ❑ Up to 10 houses for local people & families to stay in the area
- ❑ I think small groups of houses in different areas are preferable to large developments. I would also rather see these built in and around existing developments and estates
- ❑ Density of any development should be low. Development to be in keeping with current village character
- ❑ Restrict development
- ❑ Small 'pods' of houses would be better

A3 What type of properties would you support?



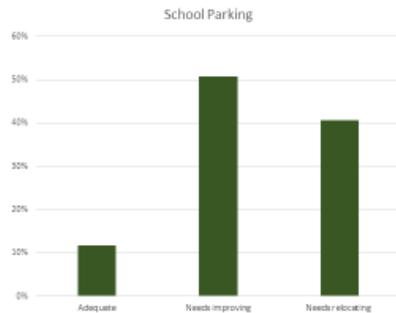
Parishioner comments

- ❑ If planning permission is granted for 3 bungalows then this should not be changed to 5 or more houses
- ❑ We have to think of the age of the villagers. It is important not to alienate the elderly.
- ❑ Focus on affordable housing.
- ❑ Any housing developments should suit those already in the area No 3 storey flats should be built
- ❑ Three storey houses are not for villages & should never be built in Woodseaves ever again !
- ❑ Town houses are not acceptable. Overcrowding is not in keeping with rest of Village
- ❑ 2 bedroom, 2 storey dwellings
- ❑ No social housing

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Appendix 3

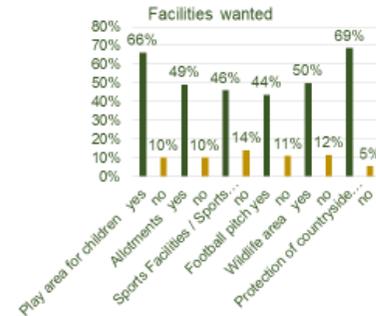
C6 Do you think the School parking is adequate



Parishioner comments

- 🚗 The School would benefit from land nearby for a parking facility
- 🚗 Maybe formally tarmac over the rough land opposite Dicky's Lane and mark it for parking
- 🚗 Utilise front part of School playing field for drop off - pick up facility
- 🚗 Buy field next to School for safe parking - see Seighfords School parking

D2 Do you think the Parish would benefit from the provision of any of the following?



Parishioner comments

- 📍 This Village NEEDS a play area for young children !!!
- 📍 A play park with equipment, picnic area & some space for skating on roller boots, cycling on a flat surface
- 📍 Allotments - restricted to quantity though e.g. six
- 📍 Successful football club for many years has to play at Premier Foods Knighton
- 📍 Clearly identified, well maintained walking and cycling routes in the area. Encourage people to get out and enjoy our nice rural setting
- 📍 I don't agree with a cultured wildlife area but Loynton Moss etc. should be promoted
- 📍 My main priority would be the protection of the countryside and any kind of development should be in keeping and on a small scale

Call for Sites.



- Proforma provided by Stafford Borough Council
- All households in the Parish received a letter.
- Known landowners living outside the Parish received a letter.
- Advertised in the Parish Newsletter and Parish Council website.
- 24 sites offered
- Over 90 acres of land
- 10 sites adjacent to existing Settlement Boundary
- Landowner offers the site for particular development types.

Conclusions.



Most people would like.

- Less than 25 houses in total
- Small in fill developments of less than 10 houses
- Bungalows, 2 storey houses and **affordable homes for local people.**
- No more 3 storey houses.
- A car park for the school.
- Protection of the countryside and a wildlife area.
- A play area for young children.
- Allotments
- Sports field / football pitch.

How did we arrive at the options

- Small infill sites.
- Sites adjacent to the existing settlement boundary.
- More bungalows in the middle of Woodseaves.
- Individual sites in sustainable locations in the rural area outside Woodseaves.
- Sites that could offer amenities to the Parish.



Option1 (adjacent to settlement boundary)



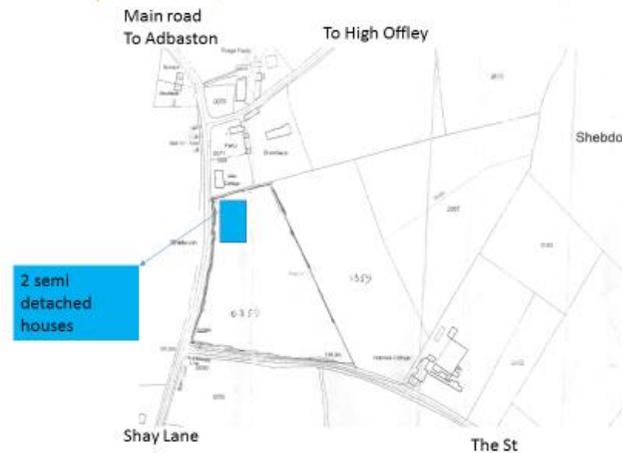
Total = 11 houses and 8 bungalows



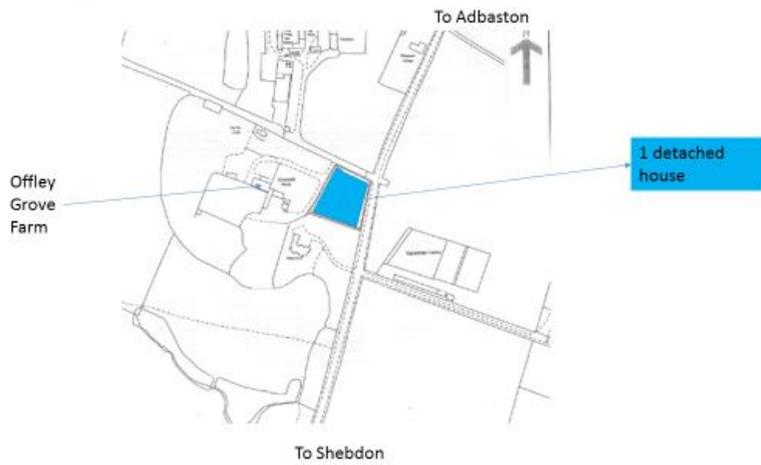
Option1 (outside settlement of Woodseaves)



Option1 (Outside settlement of Woodseaves)



Option1(Outside settlement of Woodseaves)



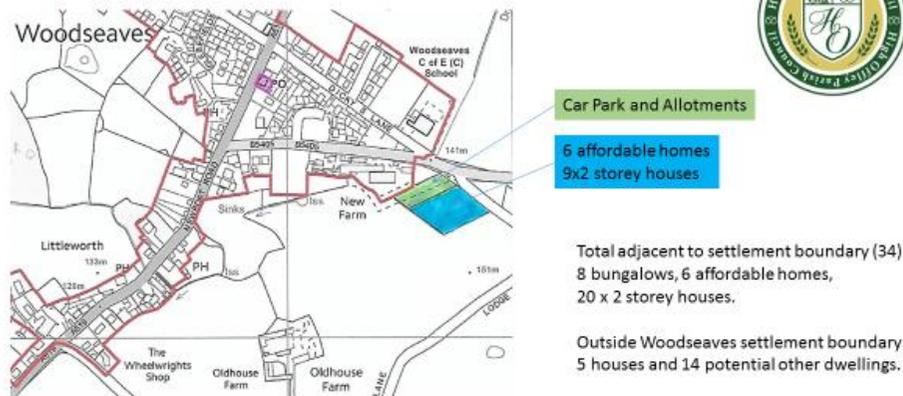
Option1



Adjacent to settlement boundary
11 houses and 8 bungalows

Outside Woodseaves settlement
boundary 5 houses plus 11 other
potential dwellings.

Option2 = Option 1 Plus



Option3 = Option 1 Plus



Total adjacent to settlement boundary (34)
8 bungalows, 6 affordable homes,
20 x 2 storey houses.

Outside Woodseaves settlement boundary
5 houses and 14 potential other dwellings.

Total adjacent to settlement boundary (49)
8 Bungalows, 12 affordable Homes,
29 x 2 storey houses.

Outside Woodseaves settlement boundary
5 houses plus 17 potential other dwellings.

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Appendix 3

Options

Option 1

Adjacent to settlement Boundary (19)
11 houses and 8 bungalows.

Remote from Woodseaves settlement boundary
5 houses + 11 potential other dwellings.

Option 2

Total adjacent to settlement Boundary (34)
8 bungalows, 6 affordable homes,
20 x 2 storey houses. car park and allotments.

Remote from Woodseaves settlement boundary
5 houses + 14 potential other dwellings.

Option 3

Total adjacent to settlement boundary (49)
8 bungalows, 12 affordable homes,
29 x 2 storey houses. car park, children's play area,
allotments, village hall, football pitch.

Remote from Woodseaves settlement boundary
5 houses + 17 potential other dwellings.



Vote

The vote will take place in Woodseaves Village Hall between 19:30 and 21:00
On Thursday 25th January 2018

Parishioners over the age of 18 who are currently on the electoral role will be able to vote on the night

Voters will only be able to vote for 1 option

We have advertised the vote in Parish Magazine, Parish Website and Facebook,
The Parish noticeboards, The Post Office and the Cock.

The Option with the most votes will be taken forward into the Neighbourhood Plan.



Questions



Next Steps

Once the outcome of the Vote is known we will develop the chosen option into the final plan.

We will further develop our Vision and Policies.

Create the Final Neighbourhood Plan document.

Send the Document to Stafford Borough Council for assessment

Period of Public Consultation (6 weeks) and the plan is amended as appropriate.

SBC examine plan, consult an independent inspector and decide whether to refer to referendum

SBC publish a decision statement and organise public referendum.

If the result is Yes by %50 +1 or more of the Parishioners who voted in the public referendum then the plan is adopted.



Result of High Offley Parish Neighbourhood Plan Options vote

25th January 2018



	Votes
Option 1 Adjacent to settlement Boundary (19) 11 houses and 8 bungalows. Remote from Woodseaves settlement boundary 5 houses + 11 unidentified dwellings.	146
Option 2 Total adjacent to settlement Boundary (34) 8 bungalows, 6 affordable homes, 20 x 2 storey houses. car park and allotments. Remote from Woodseaves settlement boundary 5 houses + 14 unidentified dwellings.	39
Option 3 Total adjacent to settlement boundary (49) 8 bungalows, 12 affordable homes, 29 x 2 storey houses. car park, children's play area, allotments, village hall, football pitch. Remote from Woodseaves settlement boundary 5 houses + 17 unidentified dwellings.	34
Spoilt papers	1
Total	220

Option 1 is declared the winning option

Count completed by

Andrea Evans, Councillor, Norbury Parish Council

Paul Mullee, Councillor, Eccleshall Parish Council



Appendix 5

Paragraph	Comment	Action
	<p>Thank you for your letter dated 28th November 2018. I wish to inform you that I and the family request that the area of land to the rear of Woodseaves Academy be withdrawn from the Aspirations section of the Neighbourhood Plan, that the High Offley Parish Council is preparing. I as the owner of the land have never been consulted in the respect of including land that is owned by me as either an extension to the school field or open green space in readiness for a school car park. At the Call for Sites opportunity I did put forward land to the rear of the school for housing and recreational use. With it came the offer to provide land at low cost provided there was a housing development opportunity on the land owned by me. The parcel of land in question was incorporated into Option 3 of the High Offley Parish Neighbourhood Plan Options Vote, which was voted on by Parishioners who at the time were enrolled on the Electoral Register in force at the time. This option was voted on in favour by only 34 parishioners, the lowest cast vote of the three options put forward by the Parish Council. Parishioners voted overwhelmingly that no development could take place on land behind the school, that is bounded by the A519, the rear of houses and the school in Dickeys Lane, and the Parish Boundary that abuts to the Boundary with Gnosall Parish, Knightley Ward. That said provided a small housing development of twenty houses on the land in question and its surrounding area would be allowed I would then consider entering into negotiations to sell land at a realistic price for the Parish Council to attain its aspiration. Until such time that this is allowed, I am not prepared to concede to your request. Therefore I repeat, I request that the parcel of land indicated on the Map on page 16 of the Draft Neighbourhood Plan which is currently out for public consultation is withdrawn from the Map and the Aspirations section of the Neighbourhood Plan.</p>	<p>Area of Mr Talbots land which was identified as Local Green Space has been withdrawn from the Local Green Space Plan and reference to it has been removed from the Aspirations section.</p>
<p>8.4 Woodseaves Academy</p>	<p>Traffic and Parking. I acknowledge there is congestion in various areas of the village and safety issues. By increasing parking spaces for the school is this intended to also accommodate 'staff' as well as parents leaving and collecting children by car, and then staff not using the existing car parking space for staff? Presently although considered a problem with congestion on Dickeys Lane at certain times of the day it does mean that traffic is obliged to travel, (usually), at a sensible speed for the circumstances. With moving parking off Dickeys Lane it is probable that traffic will then travel at a greater speed creating more danger to pedestrians, as well as traffic merging out from a car park especially if people are still allowed to park within a close area of the entrance to the proposed off street parking. To take account of this it would be appropriate to: Have double yellow lines to negate some of the risk and a '20 mile an hour speed restriction on Dickeys Lane between Stafford Rd and the junction to Woodhaven. The parking area should encompass a safe walkway to the school entrance so that the children are not tempted to walk across the parking area, exposing them to greater risk from cars than possibly at present. In achieving this aspiration is my presumption correct that: As at present access to the 'off road parking' will be under the control of the school and gated, with the gates being locked outside the appropriate opening times of the school? Otherwise there is the likelihood of the area becoming a general parking ground, as well as a site for abandoned cars. In addition there is a danger, without this security measure, of inappropriate parking by persons maximising the space as a temporary site for 'caravans' and 'motorhomes' whilst travelling around the country. Has the proposal for improved parking that is now embodied in the Neighbourhood Plan been made in discussion with Woodseaves Academy representatives? When this aspiration is achievable will the Woodseaves Academy representatives be consulted in the design and implementation?</p>	<p>High Offley Parish Council have discussed parking proposals with representatives of Woodseaves Academy and should the Aspiration become achievable further discussion will be arranged. The other points are noted.</p>
<p>General comment on Settlement Boundary</p>	<p>We live at Wellfield on the Stafford Road and have recently had a planning application approved (Ref 18/28627/COU). The application was for a change in use on the land to the rear of our property from agricultural to residential use. I have attached the decision letter and a couple of plans showing the boundary of the land. As the land use has now changed from agricultural to residential (Class C3), we believe this should be included within the Woodseaves Settlement Boundary. Can you please confirm if our residential garden can be included within the boundary?</p>	<p>It is not part of the Neighbourhood Plan to include your Residential Garden inside the Woodseaves Settlement Boundary.</p>
	<p>Copies of High Offley Parish Council's draft Neighbourhood Plan was circulated to all Gnosall Parish Councillors for comment. The plan was reviewed in detail at a recent planning committee meeting at which it was fully supported. Informally, I was asked to make a suggestion that Policy 5 could be enhanced to improve it, particularly the sentence that reads "No development will take place on these sites other than in very special circumstances.... my councillors felt that this should be enhanced to state what the special circumstances are. This is no way a criticism, it was suggested in a helpful way. I'm sure Cllr Greatrex can expand on this as he was present at the meeting.</p>	<p>This is the wording advised by SBC.</p>
<p>Foreward (page 2)</p>	<p>Paragraph 1, first sentence amended to read "High Offley Parish Council was designated as a Neighbourhood Plan area..."</p>	<p>Amended</p>
<p>Foreward (page 2)</p>	<p>Paragraph 4, second sentence amended to read "The Plan sets out a Vision with Aspirations, and planning policies aiming to help shape..."</p>	<p>Amended</p>
<p>Background (page 5)</p>	<p>Paragraph 1.3, third sentence amended to read "When the Plan is adopted it will form part of the Local Plan for Stafford Borough and used in determining planning applications submitted within High Offley Parish"</p>	<p>Amended</p>
<p>Location and History (page 5)</p>	<p>Paragraph 2.5, first sentence amended to read "High Offley Church, dedicated to St Mary, has an ancient Gothic fabric and is classified as Grade 1 listed."</p>	<p>Amended</p>

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Appendix 5

Paragraph	Comment	Action
The Neighbourhood Plan Strategy (page 6)	Paragraph 4.3 , first sentence amended to read"...Stafford Borough Historic Environment Character Assessment, which..."	Amended
Housing (page 9)	Paragraph 7.10, second sentence amended to read "(19 new homes in Woodseaves are within the defined..."	Amended
Housing (page 9)	Paragraphs 7.8 to 7.11 sets out how the housing numbers for High Offley Parish have been established, based on a specific methodology of apportionment, in particular the different sizes of Key Service Villages, which provides for new growth both at Woodseaves and across the rural areas of the Parish. It is important to note that the revised National Planning Policy Framework (paragraph 66) sets out the context for establishing a housing requirement figure through Neighbourhood Plans. Therefore it may be appropriate for a Parish - based housing needs study to be prepared by the Parish Council in order to provide relevant information for the Submission version of the Neighbourhood Plan.	SBC have already identified the number of KSV's in Stafford Borough and the number of new houses required in the KSV's and rural area in the Plan for Stafford Borough. After much consideration the Parish Council is of the view that little would be gained over the original questionnaire and the feedback from the public meeting by undertaking a needs survey particularly taking into account the small numbers of additional properties proposed within the Neighbourhood Plan.
Policy 1 Housing Development (page 9)	The Borough Council would welcome the opportunity to have further discussions with High Offley Parish Council prior to the Submission version of the Neighbourhood Plan being finalised in order to support self build/ custom build proposals within an updated Policy 1.	After discussion with SBC Policy 1 has been updated to include self build / custom build houses.
Housing (page 9)	Paragraph 7.13, second sentence amended to read "...reflecting a lower density of housing..." Paragraph 7.13 , third sentence amended to read "...in Key Service Villages versus the rural area."	Amended
Housing (page 9)	Paragraph 7.14, second sentence amended to read "Therefore there is a requirement for family houses..." The Borough Council would welcome further evidence of this justification statement, based on consultation survey's completed by local residents as part of the Neighbourhood Plan process and/ or a local housing needs survey.	The consultation survey showed 60% support for bungalows, 44% for semi detached houses 39% for detached houses and 26% for 1 or 2 bedroom houses.
Policy 2 Housing Types (page 10)	Based on local consultations it is noted that this policy seeks to restrict additional 3 storey houses within High Offley Parish, which is respected by the Borough Council. However as an alternative there is the potential to include more prescriptive housing design policies as part of the Neighbourhood Plan in order to achieve high quality 3 storey houses being built in the future. The Borough Council would welcome the opportunity to have further discussions with High Offley Parish Council prior to the Submission version of the Neighbourhood Plan being finalised in order to support this approach, if appropriate.	After discussion with SBC it was noted that less than 3% of parishioners who expressed a preference support additional 3 storey houses in High Offley Parish. Several comments were also received opposing additional 3 storey housing. Following the feedback received at the public meeting it is felt that this type of development is not appropriate for High Offley Parish.
Policy 3 Building Design (page 10)	As presently drafted Policy 3 does not add any further guidance than that included within Policy N1 of the adopted Plan for Stafford Borough Council and the design Supplementary Planning Document. The Borough Council would welcome the opportunity to have further discussions with High Offley Parish Council prior to the submission version of the Neighbourhood Plan being finalised through an updated policy in order to support more prescriptive policies, for example on boundary treatment, identification and retention of specific landscape features of land allocated, hard landscaping materials rather than black tarmac, specify roof pitch heights, materials not accepting UPVC windows, all new housing having vehicle charging points, integrated PV roof panels etc...	After discussion with SBC policy 3 has been amended to include installation of PV electricity generation up to 4kWh and electric vehicle charging points. All new boundaries except primary boundaries will be hedges. All New Bungalows must meet the Lifetime home revised criteria July 2010.

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Appendix 5

Paragraph	Comment	Action
Traffic & Parking (page 11)	Paragraph 8.3, second sentence to make reference to the page number as well as the map location 6A	Amended
Policy 4 Traffic & Parking (page 11)	The Borough Council would welcome the opportunity to have further discussions with the High Offley Parish council prior to the Submission version of the Neighbourhood Plan being finalised in order to support a more prescriptive approach including reference to car parking surfacing, boundary screening, highway safety, lighting and use of grass crete within an updated Policy 4	After discussion with SBC Policy 4 has been updated to include a requirement for permeable parking surfaces.
Local Green Space (page 12)	Paragraph 9.1, second sentence amended to read " The rural areas and Sites Of Special Scientific Interest are felt..."	Amended
Local Green Space (page 12)	Paragraph 9.3, first sentence amended to read "Parish, as shown on Map 3 of page 17, and must be..."	Amended
Tourism and Leisure (page 13)	Paragraph 10.1, fifth sentence amended to read "... Appendix as CMB1 and CMB2 on page 20."	Amended
Employment (page 13)	Paragraph 11.1, first sentence amended to read "...for the Plan to address."	Amended
Employment (page 14)	Paragraph 11.3, second sentence amended to read "Some businesses become established at residential premises within curtilage outbuildings, and have the potential..." Paragraph 11.3, third sentence amended to read "Although small scale home based operations do not require planning permission, Policy 7 below applies to proposals..."	Amended
Policy 7 Home working (page 14)	Amend the first sentence to read "Small scale businesses will be supported..."	Amended
Telecommunications (page 14)	Paragraph 12.1, fourth sentence amended to read "If an additional phone mast is required in the future then site 17 on page 19 in the field..."	Amended
Historic Environment	<p>The Plan makes reference to the history of the Parish and mentions some, though not all designated Heritage Assets. It also recognises the importance of farming and agricultural to the rural nature of the landscape and its historic character. No mention is given to undesignated heritage assets such as historic parkland, mills and water meadows, nor the potential for below ground archaeology. The plan makes reference to evidence bases used by Stafford Borough Council in the production of their Local Plan (though note in section 4.3 it should read as 'Historic Character Assessment' (not 'charter assessment') and while it also references the fact that there are 'adequate policies to protect this environment in the Borough Council Plan, within the neighbourhood plan it is only referenced in relation to landscape character and not the historic environment more generally. Both the National Planning Policy Framework 2018 (Chapter 16) and the Plan for Stafford Borough (PFSB) Policy N9 identify various aspects of the historic environment, including archaeology, as a material consideration within the planning system and should the Parish Council feel that they do not require their own policies relating to the Historic Environment the plan would benefit from making more specific reference to these existing policies. Alternatively, the Parish Council may wish to adopt their own policies relating to the conservation and enhancement of archaeology and the local historic environment. Examples of Neighbourhood Plans which have included historic environment (or heritage) policies include Whittington near Lichfield http://www.wafnp.co.uk/ and Denstone, near Uttoxeter. http://www.denstonevillage.org.uk/index.php/community/parish-council/neighbourhood-plan-minutes/. Further advice on the contribution of the historic environment to Neighbourhood Plans can be found on Historic England's website. https://www.historicengland.org.uk/advice/planning/plan-making/improve-your-neighbourhood/. Policies around Housing Types, Building Design and Local Green Space could also be expanded to make reference to opportunities for the conservation and enhancement of the historic character of the parish, in particular in and adjacent to the canal Conservation area. The plan would also benefit from identifying more clearly the designated and undesignated heritage of the Parish. Such information on the historic environment can be obtained from the Staffordshire Historic Environment Record (HER) and can include information on Listed Buildings and Conservation Areas as well as the non-designated heritage (for example above and below ground archaeological remains, undesignated historic buildings (particularly historic farmsteads) and the historic landscape. Further information on the Staffordshire HER and contact details can be found at https://www.staffordshire.gov.uk/Historic-Environment-Record. The Neighbourhood Plan identifies the importance of farming to the character of the rural hinterland and a key element of this character are the historic farmsteads dotted across the landscape. Staffordshire County Council, in partnership with Historic England, has produced guidance which provides a framework for understanding the contribution of these heritage assets to the historic landscape character of Staffordshire as well as offering design advice to enable the long term conservation and sensitive conversion of historic farm buildings. The plan may benefit from making reference to such guidance, which is available online at https://www.staffordshire.gov.uk/environment/eLand/planners-developers/HistoricEnvironment/Projects/Historic-Farmsteads.aspx.</p>	<p>The Heritage Gateway contains the National Heritage list for England and the Staffordshire Historic Environment Record (SHER) and we see no additional value in copying the details into our Neighbourhood Plan. The Environment Agency do not consider there to be a significant Environmental impact as a result of the plan. Historic England concur that the preparation of a Strategic Environmental Assessment is not required. Natural England does not have any specific comments on their screening assessment. Given the above and the volume of guidance available to developers we do not consider that there is a need to include specific information about Heritage assets in the High Offley Parish Neighbourhood Plan.</p>

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Paragraph	Comment	Action
Public Rights of Way	<p>Public Rights of Way are recognised within the plan as important to the local landscape and community with specific mention being made in section 9.4 of the High Offley Parish Neighbourhood Plan 2011-2031 where it states 'There are a large number of Public footpaths and Bridleways throughout the Parish most of these are well used by local dog walkers, ramblers and horse riders.' However, it is noted that within the plan there is a text box hidden behind Policy 5 Local Green Space' This hidden section includes a Policy 7 on Public Rights of Way, which states 'Protecting and Enhancing Rights of Way Any new developments must ensure that all existing footpaths, bridleways, cycle ways and other rights of way that they will impact upon are retained. The improvement or extension of the existing rights of way network will be supported.' It is unclear if this text is supposed to be part of the plan or is left over from an earlier iteration? If it is part of the plan then we welcome the overall intention of the Neighbourhood Plan to seek the enhancement of the opportunities to walk/ cycle and ride within the Parish. It is suggested that the parish council could encourage any developers to enhance the existing path network where possible in line with Staffordshire County Councils Rights of Way Improvement Plan. This could include the creation of public bridleways or the upgrading of public footpaths to bridleways to improve provision for horse riders and cyclists. The creation and promotion of short circular walks to promote the health benefits of walking. The replacement of stiles with gaps (where there are no stock) or gates (where there are) in line with Staffordshire County Council's Least Restrictive Principle for path furniture.</p>	<p>None of the sites identified within the plan are larger than 1 acre and thus creating a circular walk on the development is not viable. 2 of the identified sites border an existing Bridleway and 1 site borders an existing footpath. This footpath runs for less than 50 meters alongside the proposed development before crossing another landowners field. It is not practical to upgrade the whole footpath to a bridleway as this would require consent from multiple landowners and upgrading a short section that would be lead nowhere appears pointless. (Policy 7 Public Rights of Way does not exist in the current or proposed Neighbourhood Plan.</p>
Aspirations	<p>It is noted that the plan raises a point around parking issues related to the local primary school. Whilst the parking matter is listed as an aspiration in the Plan for further discussion there are other policy proposals that seek to address the issue, these being the proposed changes to the settlement boundary and local green space designation. These proposals suggest the part of the field to the rear of the school will be used as playing field due to its proposed green space designation and the area of school field fronting Dicky's Lane will be for parking as it has no green space designation i.e the playing field moves to the north to make space for a car park. We met with the Parish Council during the early plan making stage to discuss possible options to explore surrounding this issue. At the time we identified it would be highly unlikely to deliver a parent car park within the confines of the school boundary due to a number of factors including but not limited to safety issues and accountability for operation of the car park falling on the school; requirement of Section 77 approval from the Secretary of State to change the use of a school playing field; and cost. We discussed potential for a facility to be provided in the field behind the school linked to development as this land had been put forward by owner for consideration. We are concerned therefore that the plan is misleading in framing policy and aspirations around an option that is not deliverable. In addition to the points raised above there it is questionable whether designation of a parcel of land as a local green space for a potential future use would meet the national policy requirements. Further, should the Borough Council implement CIL in the future the receipts to the Parish Council on an additional 19 houses would be insufficient to cover the cost of land acquisition, fees, re-provision of a suitable playing field and construction of a car park and associated works. As per our last meeting we are happy to continue a dialogue with the Parish Council to explore the issue and possible solutions.</p>	<p>The identified Local Green space behind the School playing field has been removed from the Plan. Although it remains our aspiration to provide a car-park for the school.</p>
	<p>I would like it noted that I did not receive any communication from the Parish Council to make me aware that you were considering a new High Offley Parish Neighbourhood Plan. I would make the following comment on the proposed High Offley Neighbourhood Plan 2011-2031 document. National Planning Policy Framework 108(b) states that a site is unsuitable unless safe & suitable access to the site can be achieved for all users and I would doubt that this could be achieved safely in the case of site 6 given that service vehicles and domestic traffic would need to gain access.</p>	<p>Every House in the Parish was notified by letter of the Neighbourhood plan consultation process. Access to the site will be considered as part of the planning approval process.</p>
Policy 4.1 & Policy 1 housing development	<p>Page 15 shows a picture of the settlement boundary of the village. This appears to have been changed with no consultation with the 5 properties whose homes back onto the proposed development site. How can a village boundary be changed and not be consulted with the owners of the properties who back fence forms part of the boundary</p>	<p>The Draft Neighbourhood Plan proposes a new settlement boundary and your response is part of the consultation process.</p>

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Paragraph 3.2	As option 1 (minimal development of the village) received the majority vote, when the Plan was first put to constituents to approve, I fail to see how this delivers the 'provision of leisure and recreational facilities to satisfy the needs of the local population.'. That was apparently ruled out by the approval of option 1, so please provide more detail on the leisure and recreational facilities envisaged.	Text in 3.2 is our vision. The option voted for by the Parishioners limits our ability to deliver. However the plan does make provision for the introduction of a touring caravan site and canal mooring facilities.
Paragraph 3.3	- what does 'gradual' mean - one person's gradual could be very different to another's. Which development sites will take longer to proceed than others?	The volume of development proposed within the plan delivered over the life of the plan will broadly maintain the same rate of growth for the village since WW2.
Paragraph 4.1	- when and how was it decided to create a new 'settlement boundary', and why were owners of properties adjacent or within 1-2M of the villages boundary not consulted? Why does only the owner of one side of the original boundary benefit or input to the decision to move it. It casts concerns over the point of a settlement boundary if it can be moved apparently at the will of a land owner wanting to develop land. See also comment on Paragraph 7.4.	High Offley Parish Council have been working on the High Offley Neighbourhood Plan since December 2016 and have involved Parishioners in a number of consultations, including a questionnaire, A public meeting and Options vote. Your comments in response to our letter to all Parishioners and Statutory consultees is part the consultation process.
Paragraph 5.1	- yes - parishioners 'wanted' facilities and amenities, but they voted for the option that did not include or provide to them. I see this is potentially mitigated by paragraphs 5.5 - 6.2.	Noted
Paragraph 7.4	- has the new settlement boundary been agreed and / or finalised? Is there any option for objection - the original Plan approval offered no option to reject any boundary changes. Paragraph 7.12 seems to indicate it has been confirmed.	This is the consultation the vote will take place at the referendum stage of the Neighbourhood Plan process.
Paragraph 7.5	- Was 'access' to the development sites a 'key consideration'? If so, where can we find more information on that, and other 'key considerations'? Who informed the 'key considerations', and when? It is extremely challenging to effectively comment on the Neighbourhood Plan when such critical and key pieces of information are missing.	This will form part of any detailed planning application.
Paragraph 7.13	- respondents had no option but to agree some form of development, or lose their right to comment, so this is not a true indication of what people actually wanted. The options were only variations in scale of the same theme and sites.	Key Service Villages have been identified in the Stafford Borough plan to contribute to the overall housing development of the Borough.
Paragraph 8.4	- more people might walk their children to school if proper road crossing provision was made. The school should not need to lose a percentage of its playing field and be compensated with some other portion of land. Parking at the school has been a very obvious requirement for many years, so to have not included it as an absolute fundamental of the Neighbourhood Plan in the first place is mind-bogglingly short-sighted, and demonstrates a clear lack of actual concern for the village's child population. It's particularly galling that parking for a private business, The Cock, is prioritised and resolved, ahead of the local school!	Parishioners voted not to provide these facilities. No land has been put forward for the sole purpose of a School Car Park. A pedestrian crossing is the responsibility of the County Council.
Paragraph 13.1	Policy 5 - No development of the school playing field 'other than in very special circumstances' - what does that mean? This directly contradicts the wording in 8.4!	Noted. This is Stafford Borough Council Terminology
Paragraph 13.1	Paragraph 13.1 - a classic case of you can only have what the village actually needs if the land owner gets their way on developing land.	Noted
Paragraph 13.2	- please make the levy high enough to actually cover the requirements, so there is no expectation on non-land developing residents having to foot the bill.	This levy is set by the Borough Council.

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	<p>Further to our letters of concern dated 1st February 2018 and 9th April 2018, we have specific objections to the proposed developments in the draft plan and wish to draw your attention to the following points. (1) In the parish survey, parishioners expressed the view that new developments should be congruous with existing properties, and that the density of any development should be low and in keeping with the character of the village. (2) Moscow Lane is an area of individual dwellings of significant plot size. Existing properties range from approximately 0.2 to 0.53 acres (average 0.31 acres). (3) Site 16 has a proposed plot size of 0.08 acres, which is 75% smaller than the existing average. (4) Site 7 has a proposed plot size of 0.11 acres, which is 66% smaller than the existing plot size. (5) Clearly there will also be the need for the access roads and parking spaces for (potentially) two cars per property. This will generate increased traffic within the vicinity of the proposed developments. (6) The existing access road is unadopted and not maintained, and the greater volume of vehicular traffic will lead to increased deterioration. (7) All of these factors will lead to a change in the nature of the development area. We consider that the proposal does not "protect the character of our rural communities" (see Paragraph 4., Foreward to the Plan), and these potential developments will clearly overwhelm the existing village in the immediate vicinity of Moscow Lane (see Para 7.7 of the Plan) (8) This proposal also has the potential to significantly devalue existing properties within the immediate area.</p>	<p>The development proposed within the plan is low density when compared with Stafford Borough Councils Planning Guidance specifying space about dwellings. The comments regarding access would be appropriate for the planning application stage when access to the site is identified.</p>
	<p>In response to the previous Woodseaves Local Plan consultation 70% of respondents expressed preference for infill development and for views to be protected not extension of the Woodseaves village development boundary therefore it is surprising and disappointing to see that the majority of proposed development is outside the existing boundary. Modification of the boundary to include site 6 in particular is unsuitable as it represents sporadic and illogical back land development which, in conjunction with other nearby proposals, would give rise to significant risk of future site consolidation. Access to site 6 proposed via the existing Glebe Meadow single track unadopted road is unsuitable. This access has been designed for five residential properties only and proposed additional development would add considerably more properties to this single track unadopted road than was originally intended. Any proposed development of site 6 would be a considerable distance from the adopted highway causing difficulties for vehicles servicing the site for refuse collections, oil deliveries, emergencies etc. With the absence of adopted surface water drainage in Glebe Meadow further development in the area risks exacerbating surface water drainage issues. Considering these comments I request that the current Local Plan proposals be reviewed and site 6 to be removed.</p>	<p>It is not possible to deliver the volume of housing required from within the existing settlement boundary and thus small developments in-line with parishioners wishes have been proposed in 6 different locations within the village of Woodseaves. Access to site 6 may not be via Glebe Meadow in its current format. The comments regarding access would be appropriate for the planning application stage when access to the site is identified.</p>
	<p>Following viewing of the additional information regarding Woodseaves Local Plan site assessment I would like to add the following comments. Previously 70% of respondents expressed a preference for infill development and for views to be protected with no extension of the Woodseaves village development boundary. It is disappointing to see that the majority of proposed development is outside the existing boundary. Site six is unsuitable as it demonstrates illogical back land development which, in association with other nearby proposals, would give rise to significant risk of future site consolidation. The proposed access to site six via the existing single track unadopted road on Glebe Meadow is unsuitable. Access was designed for five residential properties only. The proposed additional development would add considerably more properties to the single track unadopted road than was originally intended. Any proposed development of site 6 would be a considerable distance from the adopted highway causing difficulties for vehicles servicing the site for refuse collections, oil deliveries, emergency vehicles etc. The absence of adopted surface water drainage in Glebe Meadow risks exacerbating surface water drainage issues with any proposed developments. Taking into account these comments I put it to you that the current Local Plan proposals be reviewed and that site 6 be removed.</p>	<p>It is not possible to deliver the volume of housing required from within the existing settlement boundary and thus small developments in-line with parishioners wishes have been proposed in 6 different locations within the village of Woodseaves. Access to site 6 may not be via Glebe Meadow in its current format. The comments regarding access would be appropriate for the planning application stage when access to the site is identified.</p>

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	<p>The general consensus from previous meetings residents strongly wanted infill development rather than extending out to the green belt. There are plenty of infill options available and we find it extremely frustrating that as residents of the village that our views appear to have been dismissed. At the initial meeting where we were offered a choice of preferred proposals nowhere could we object to site 6 and after attending the parish council meeting on Thursday 14th February the chairs answer to our concerns was " your lucky as the plan was for 82 properties and now its only for 4" as far as we're concerned nowhere was 82 properties ever mentioned and feelthat the borough has not made it easy for residents to find out what the actual plans are, the website is worse than useless, sneaky in my option and the owner of the land in question we believe was a Parish representative at the time of the initial consultations. Our land borders the proposed boundary move and we would like some information on how that affects our property and should the plans be agreed whose responsibility will the border fence be. It is our understanding that should the development at site 6 go ahead that access to these properties would be via Glebe Meadow. Glebe Meadow is an unadopted access road and was designed solely to meet the needs of the existing 5 properties and any new development would be some distance away from the closet adopted road. It is our understanding that there is highway legislation regarding the number of properties built on unadopted roads. There is no adopted surface water drainage in Glebe Meadow and should these proposed properties be built it could cause excessive water drainage issues hence flooding our land. A further concern would be more vehicles accessing the cul de sac at present it is not wide enough for 2 large size vehicles to pass without one using the pavement and the more properties to serve the higher risk of emergencies services being needed and struggling to access Glebefields in general. After looking on the website 70% of residents at the initial consultation voted against green belt land been developed and wanted rural views to be protected and this completely undermines voting if development at site 6 goes ahead and will substantially affect the value of several properties in the area.</p>	<p>The Chairman did not say you are lucky. He said access to the document shows that the land could accommodate 82 houses but this was clearly not in accordance with the wishes of the residents so the committee looked at this site along with all the others and allocated the numbers so that a small number were allocated to each site, in this case 4 were allocated. It is not possible to deliver the volume of housing required from within the existing settlement boundary and thus small developments in-line with parishioners wishes have been proposed in 6 different locations within the village of Woodseaves. Access to site 6 may not be via Glebe Meadow in its current format. The comments regarding access would be appropriate for the planning application stage when access to the site is identified.</p>
	<p>My wife and I are the residents of 4 Glebe Meadow, owning a 3 stoery 5 bedroomed property overlooking the proposed site 6. Now the full details of this potential development have been published, we have serious concerns. 1. We understand that of those who responded to the development proposals, 70% preferred infill development. Site 6 would seem to go against this preferment as it would appear to extend the built up boundary of the village.2. Access is proposed through the un-adopted road of Glebe Meadow which is only suitable for single car access for the five properties already on the small development. Currently refuse vehicles are unable to use this access and bins are consequently left on Glebefields for collection. Additional properties using such a narrow un-adopted access would exacerbate an already difficult situation for large service or emergency vehicles. We feel there is an extra risk should more vehicles be obliged to use this access. 3. The development proposal for site 6 indicates bungalows to be built. In our view there would be serious privacy issues for those residents from existing properties overlooking the bungalows.4. This site could be more suitable for open space recreation facilities which Woodseves sorely lacks. As a result of the points raised we feel the development plan for site 6 is ill conceived, inappropriate and should be removed.</p>	<p>It is not possible to deliver the volume of housing required from within the existing settlement boundary and thus small developments in-line with parishioners wishes have been proposed in 6 different locations within the village of Woodseaves. Access to site 6 may not be via Glebe Meadow in its current format. The comments regarding access would be appropriate for the planning application stage when access to the site is identified.</p>

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	<p>A further important point concerns the access to site 6 which is proposed by the existing Glebe Meadow unadopted private drive. National planning guidelines recommend a maximum of five dwellings to be serviced by a private driveway and any number in - excess of this should be provided by an adopted highway therefore access to site 6 via Glebe Meadow would be impermissible. For example Staffordshire County Council Development Guidance says " A road serving up to 5 dwellings need not be adopted by the County Council." "Private drives are useful in mant'infill' situations. Their extensive use should be resisted, however, due to problems likely to arise in the provision of public utility services, neighbour disputes and the maintenance liabilities, which become the responsibility of the occupiers."</p>	<p>Access to site 6 may not be via Glebe Meadow in its current format. The comments regarding access would be appropriate for the planning application stage when access to the site is identified.</p>