

## **APPENDIX I - NP EVIDENCE BASE SUMMARY OF CONSULTATION PROCESSES, COMMUNITY QUESTIONNAIRES AND OTHER CONSULTATIONS**

The Neighbourhood Planning Guidance requires ...

*“A qualifying body should be inclusive and open in the preparation of its neighbourhood plan and ensure that the wider community:*

- is kept fully informed of what is being proposed*
- is able to make their views known throughout the process*
- has opportunities to be actively involved in shaping the emerging neighbourhood plan*
- is made aware of how their views have informed the draft neighbourhood plan.”*

The working group has endeavoured to meet these requirements by holding regular open meetings, updating parishioners with information published in newsletters and notifications on the Parish Council notice board.

Since 2022, developing versions of the NP have been accessible on the parish council website.

### **1. Overview 2016 - 2020**

**1.1** When the idea of developing a local plan for the parish of Lamerton was first put forward, a public meeting was called by the Parish Council on 6<sup>th</sup> January 2016 at the Parish Hall in the village of Lamerton and was well attended. By show of hands a majority of those present indicated a desire to proceed with a Neighbourhood plan for the parish.

The community were assured that the development of a Neighbourhood Plan would not create a financial burden on the precept, so all funding for this project has come from the levelling up fund set up under The Localism Act 2011 by way of annual grants. The work of the original Steering Group proceeded over the next 4 years but stalled in 2020. The members of the original Steering Group resigned.

### **1.2 2021 - 2026**

For a period of approximately 18 months there was no active committee, but in June 2021, following Parish Council elections, fresh Terms of Reference were approved and a new committee, formed with 3 councillors and volunteers from the community.

### **1.3 Timetable of activity 2021 - 2026**

**Table 1. Project timetable**

Date	Activity
September 2021 and February 2022	3 councillors were appointed to the Group by the Parish Council (the Core Group) to review the draft Neighbourhood Plan, examine the evidence available, identify aspects that needed revision or completion and prepare a Roadmap for the completion of the NP
Nov 21 - Jan 22	Call for sites issued
Dec 2021 - January 2022	Housing Needs Survey carried out by Devon Communities Together and results published on Parish Council website; summary in PC newsletter
2022	Constitution of NPG agreed and published; revised November 2022
October 2022	the Parish Council appointed 10 members of the public to join the 3 councillors already appointed to the NPG as the Core Group
March 23	Survey through questionnaire delivered to every household and online Survey Monkey; results published on Parish Council website; summary in PC newsletter
March 23	consultation on settlement plan / built environment; published on Parish Council website; summary in PC newsletter
April - October 2023	Drafting Vision, Aims and Objectives and preparing materials for Public Consultation
Nov 23	Public consultation on results of March 2023 survey held at the Parish Hall, date and details published in PC newsletter, banners and posters; also accessible through Survey Monkey; results published on Parish Council website; summary in PC newsletter
February 2024	Re-issued Call for Sites with specific reference to assessed Housing Need: responses published on Parish Council website; summary in PC newsletter
May 2025	initial Site Assessment Report (Aecom) published on Parish Council website; referenced in PC newsletter
October 2025	initial Strategic Environmental Assessment Report (Aecom) published on Parish Council website; referenced in PC newsletter

May 2025 to March 2026	considering evidence, drafting policies, considering site allocations and collating data for the draft NP
	Professional input and revisions
1 May to 11 June 2026	Regulation 14 with statutory agencies, authorities and the public (10 weeks)
	<i>Professional input: consideration of Regulation 14 comments and incorporation of amendments plus some policy refinement</i>
	<i>Public consultation showing revisions from Reg 14 responses and seeking feedback on revised policy, boundaries and site allocations</i>
	<i>Further consultation with local businesses</i>
	<i>Pre Submission Draft NP to the 2 local authorities</i>
	<i>Reg. 16 submission</i>

1.4 Between August 2021 and March 2025 the NPG worked through Task Groups with 33 public meetings being held. Agendas and minutes were posted on the PC website and the NP notice board. 36 Interim reports were made to the PC at its meetings over the period up to entering Reg 14, and published on the PC website. Summaries of progress included in quarterly PC newsletters delivered to all households in the Parish

## **2. Summary of Consultation and Evidence Gathering 2021- 2025**

### **2.1 Housing Need Assessment 2022**

One of the first recommendations of the Core Group in 2021 was for a fresh Housing Need Assessment as this was clearly out of date. This was conducted by Devon Communities Together and their conclusions published in January 2022.

### **2.2 Call for Sites 2022**

Some of the sites that had been offered in 2017 had by 2021 already been developed. Some had changed ownership so it was felt appropriate to renew the Call for Sites to identify what sites in the Parish might now be available. A Call for sites was published in the local newspaper, on the PC website, NP Facebook page and by writing to all previous landowners and to their agents. This brought forward 7 sites.

## **2.3 Community consultation**

Extensive engagement and consultation has taken place with residents and stakeholders since 2022. They were asked what they liked and disliked about the parish, how they would want to see it evolve and the benefits new development should bring to the community. To ensure the consultation process was as inclusive as possible, local businesses and service providers have been canvassed. The views of young people living in the parish and attending local schools were sought. The first consultation was through a Questionnaire covering a range of topics; the form was devised to provide opportunity for respondents to aid the ideas and views using free script boxes.

The second consultation was an event held in the village hall in November 2023, drawing on the results of the Questionnaire and seeking feedback on the interpretation of the earlier survey conclusions.

### **2.3.1 The Housing Needs Assessment January 2022**

This was the second crucial consultation that targeted all residents. It was conducted by Devon Communities Together following their standard processes in order to obtain up-to-date evidence of exactly how many new houses were needed in the next 5 years. It was publicised in the Parish Council newsletter and local newspaper article plus the parish council website and NP and parish Facebook pages; Posters were placed prominently in the community facilities of the parish. The aim of the survey was to identify the types of housing in which people currently live, with additional information on the current housing and likely future needs of older residents (aged over 55) and to identify those households with a connection to the parish who currently have a need for affordable housing and wish to remain living in the village. A total of 363 survey forms were distributed to each occupied dwelling in the parish. 132 surveys were returned (36% of all households surveyed).

The results of the Housing Needs Assessment are given in Appendix IV

### **2.3.2 The March 2023 Questionnaire**

One of the key consultations was the Questionnaire delivered to all occupied households identified in the Parish by WDBC in March 2023. Individuals over 11 years of age were invited to complete the Questionnaire (with options to request additional paper copies as well as to complete the identical questionnaire online using Survey Monkey). Online access was through a variety of methods- using a QR code printed on the questionnaire and posters, from the PC website, or by following the link to Survey Monkey.

A total of 142 questionnaires were completed either online or as paper questionnaires. All paper questionnaires were then entered online into the SurveyMonkey form, and analysis has been carried out to date using SurveyMonkey.

This report on the questionnaire has focused on the quantitative and numerical data, but there is a great deal of additional information available from the very many free text

entries, comments and suggestions made by those completing the forms. A brief selection of these are quoted at the end of this report.

Despite the length of the questionnaire – 25 questions in the main section and another 6 in the business section – most people completed the whole questionnaire, and very few people omitted any significant parts.

363 questionnaires were distributed, giving approximately a 39% return overall.

Although the response rate was high for a survey of this kind, there was still a majority of households that did not complete a questionnaire. Therefore, the degree to which the outcome can be judged to reflect the general views of local people, is influenced by how much the demographic profile of those responding reflects the most recent census data.

Individuals were asked to state their age by reference to 6 age ranges. 50% of respondents were of working age [19 - 65], which mirrors almost exactly the 2021 census data for that demographic for this Parish. There was an over-representation of over 65s compared with the percentage of that age group [46.48% as against 36% in the Parish], and an under representation for the 0-18 year-olds.

Given the likelihood that those who are retired would have had more free time to complete the survey, and the under 18s would be less engaged, this outcome is to be expected. However, as the bulk of the respondents were either in the economically active group and aged over 65 broadly in line with the size of those elements of the population as reflected in the 2021 Census, it seems reasonable to conclude that the outcome of the survey has not been unduly affected by a disproportionate response from the older population.

Using the Survey Monkey analysis, it has also been possible to review answers by reference to the age demographics and conclude that whilst answers vary by a few percentage points, the overall conclusions hold good over every age group.

Once the questionnaire results were collated, the data, together with the feedback from other public consultation, formed a local evidence base. The data was analysed and the findings identified a number of key themes which became the basis for the Vision and Objectives. The policies and general development principles were then developed.

The results of the March Questionnaire are given in Appendix V(a)

#### **2.3.4 Consultation with young people**

The views of young people were sought specifically via a collaboration between the NP Group and Lamerton primary school.

The results of the School consultation are given in Appendix V(b)

### 2.3.5 The November 2023 Drop-in Consultation

The village hall was used for this event. The proposals for the Vision statement and Aims and Objectives of the NP was displayed in A3 format on large notice boards, together with photographs, where appropriate, of possible heritage assets and green spaces under consideration for designation. The displays also included possible House Design ideas to help identify preferences, and information on ecology, energy generation options etc.

The event started at 3pm to allow parents collecting children from school to attend before collecting their children, and ran until 9pm to allow commuters to come after work /evening meal.

Over 93% of respondents supported the proposed Vision for the NP; the Aims and Objectives in the 5 main policy areas identified from the March 2023 questionnaire were overwhelmingly supported- ranging from 78.5% - 95%. Whilst 40% of respondents indicated a willingness to volunteer or become involved in finding solutions to Parish issues, those providing contact details or responding to subsequent appeals were considerably less.

**LOOKING TO LAMERTON'S FUTURE**

**LAMERTON NEEDS YOUR OPINION**  
On Friday 10<sup>th</sup> November 2023

**Your Neighbourhood Plan Group is holding a drop-in Public Consultation on Friday 10<sup>th</sup> November 2023 at Lamerton Community Centre Between 3pm and 9pm**

**VISUAL DISPLAY & AUDIO PRESENTATION**  
This is YOUR chance to tell us if you agree with the comments of those who responded to the Survey and if we have correctly understood the views of the community.

**FREE REFRESHMENTS**  
Please drop by, ask questions and give us your views.

**SUPERVISED ACTIVITY TABLE**  
With drawing competition for under 12s attending with an adult until 6pm

**HOW WELL DO YOU KNOW LAMERTON? FUN QUIZ WITH CASH PRIZE**

**We need to agree a shared Vision for the future of Lamerton that will influence the priority issues that the Neighbourhood Plan will seek to determine.**

Housing Development and the Environment  
Heritage, Green Spaces and the Environment  
Employment, Local Economy and the Environment  
Low Carbon Development and the Environment  
The Defined Village Boundary  
Community and Wellbeing

This is an opportunity to bring the community together to deliver Actions and Projects that YOU tell us are important.

There will be a suggestion box for your ideas that the community could usefully take forward and deliver.

If you are unable to make it, you can let us have your views on Survey Monkey using this QR code  
(Open noon on 10/11/23 until noon 17/11/23)  
Or use the link at [www.lamertonparishcouncil.gov.uk](http://www.lamertonparishcouncil.gov.uk)

Lamerton Parish Council  
Neighbourhood Plan

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The results of the November 2023 consultation are given in Appendix VI

### 2.3.6 Built environment map

It being recognised that future development would be likely to be brought forward as a Rural Exception Site, identifying the existing built environment of the village was considered relevant. A proposal map was circulated in March 2023 to every household in the village as well as posted on the PC website inviting comment on the suggested

inclusions / exclusions from that previously proposed by WDBC. Several individuals queried the proposed line in the context of actual property boundaries; these queries were followed up by NPG members and the proposed line amended where deemed appropriate. The majority of households made no comment on the proposal. This was put forward for further consideration in the November 2023 event.

The results of the consultations and the rationale for revising the Settlement Boundary are given in Appendix VII