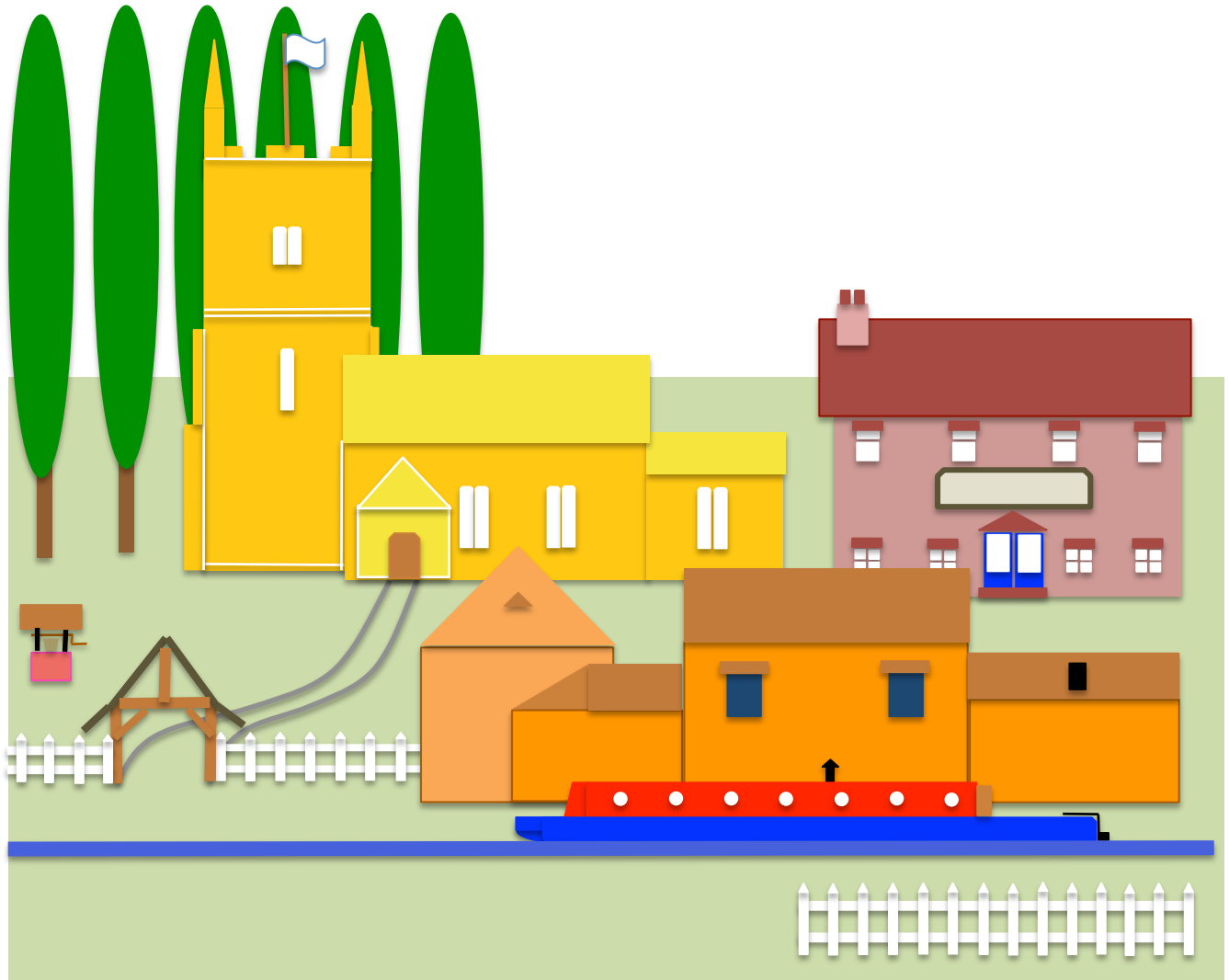


Clarborough & Welham

Neighbourhood Plan



**Clarborough & Welham Neighbourhood Development Plan
2016 – 2031**

Consultation Statement

Your village. your plan. your future

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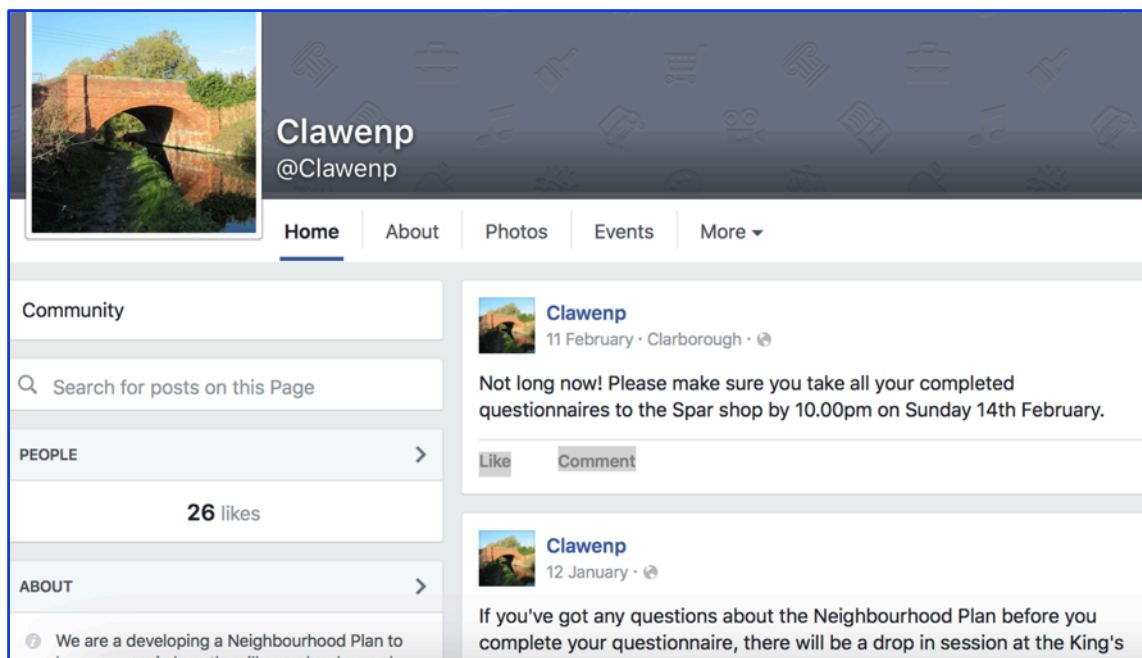
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Picture 2: Home page of Neighbourhood Plan website



- 3.17 In addition to the website, the Steering Group also created a Facebook page dedicated to the Neighbourhood Plan and managed by a (younger!) member of the Group. This was seen as a good way of enabling younger people and business in the Parish to be engaged with the Plan process. The page advertises upcoming events and updates people about the various stages of the process as the Plan progresses. Contact details and links to the website are also included on the page.

Picture 3: Facebook page for Plan



Facebook address is: [Facebook/clawenp](https://www.facebook.com/Clawenp)

3.18 Articles have been placed in the quarterly Village Newsletter for the life of the Plan and also at regular intervals in the weekly Retford Times under the 'Community' section. Both of these publications provide regular updates of progress, notice of forthcoming meetings and the results of surveys and consultations.

Methods of Response to Consultation Events

3.19 There have been a variety of written methods by which members of the community could have responded to each stage of consultation on the Neighbourhood Plan. These include:

- Completing response forms at public events;
- Completing the different questionnaires and surveys. Each of these has had a return location of the Spar shop in the village of Clarborough. This was by far the most popular method. Early on in the process it was also possible to return them to either of the 2 pubs and the Primary School but few were returned to these venues;

- Email to candwnp@gmail.com. This could be done either directly from the well-publicised email address or via the website. This was a fairly popular method;
- Via the Facebook page but this was not used by the public in relation to the major consultations although short comments were received;
- Writing to an individual member of the Steering Group or Parish Council. Very occasionally used.

Feedback from Consultations

3.20 The statistical results and Steering Group feedback from all questionnaires through the life of the Plan have been published in distributed leaflets and on the website as soon as possible after compilation of the data. An outline of the general findings has also been included in the normal alternative media as available. eg Retford Times.

4 Resident Consultation Process Pre Submission Draft Plan

Documentation

- 4.1 All households and businesses in the Parish received three documents delivered by hand or by post on 30 or 31 December 2016. (See *Appendix E, p 42*). These documents were:
- 'Executive Summary' – a summary of the contents of the Draft Plan, including all policies and a brief explanation of each;
 - 'Consultation Questions' – which contained 14 questions directly linked with the Vision and Policies and question 15 which allowed for a more generalised response. The Policy questions asked for a 'Yes' / 'No' response and asked for an explanation for a 'No' response; and
 - 'Consultation Meetings' leaflet – this listed all meetings and venues for consultations on the Draft Plan.
- 4.2 Copies of the full Draft Plan were distributed to a number of groups operating in the Parish eg WI. All Parish Councillors received a copy as did the District and County Councillors for the Parish. Copies were also available at the Spa shop, the Gate Inn, the King's Arms and in the Village Hall for the public to read but not take away. They were also available at all consultation events and a number of members of the public took a copy home.
- 4.3 Copies of all the documents were put onto the website, although the electronic size of the Draft Plan resulted in it having to be split into 4 sections.
- 4.4 There were a total of 525 '*Consultation Questions*' documents distributed, including extra ones to some households which requested them and some given out at the consultation events. 82 copies of this document were returned via the Spa shop in the village by the deadline.

The 6 Week Period

- 4.5 As laid down in the Act, the consultation lasted for 6 weeks from 1 January 2016 to 14 February 2016. The final deadline was in line with the closing time of the return venue for the booklets, which was the Spa shop in Clarborough, of 10 pm.

Publicity

4.6 Publicity for the meetings was by means of:

- Roadside A3 signs - on Welham Road from Retford to Welham; Clarborough Hill from Gainsborough to Clarborough; Smeath Lane from Retford to Clarborough. New signs were displayed for each of the four meetings and for the Questionnaire return date.
- Roadside A board - usually placed in Welham near the bus layby. Moved to outside the venue for some of the consultation meetings with the addition of a sign saying 'Today' or 'Tonight'. New posters were displayed for each meeting and for the return date.
- Banners - Large, 1.5 x 1 m, double-sided banner. These were located near the top of Big Lane, Clarborough showing contact details for the Plan. They were topped by the details of each meeting for several days before each of the different meetings. They also displayed the closing return date near the end of the process.
- A4 Posters - These were displayed in both public bus shelters in the villages, the Village Hall, in both pubs, the King's Arms and The Gate Inn, and in the Spa Shop. New posters were displayed for the return date.
- Printed copies of the Draft Plan - Available to be read at the Village Hall and both pubs.
- Plan Website - All documents were available on the Plan website.
- Retford Times - a series of short articles, different weekly, were written for the 'Community, Clarborough' section. These started in the last week of December 2015 and were carried through to 18 February.
- Village Newsletter - This was published about the beginning of February and carried a full-page article concerning the process and the return date.

- Reminder leaflet - Hand or postal delivery to all homes and businesses in the Parish between 5 – 7 February as a reminder of the deadline for the return of the 'Consultation Questions' booklet.

Public Meetings

- 4.7 During the consultation period there were four 'drop-in' Consultation Meetings. These were deliberately staged at different times of day on different days for the week during the middle 4 weeks of the process in order to allow all residents as many opportunities as possible to attend one or more meetings if they wished to.

The dates of these meetings were:

- | | | |
|-----------------------------|----------------------|--|
| ➤ Wednesday 13 January 2016 | 7 pm to 8.30 pm | King's Arms pub; |
| ➤ Tuesday 19 January 2016 | 10 am to 12 noon | Village Hall |
| ➤ Monday 25 January 2016 | 7 pm to 8.30 pm | Village Hall |
| ➤ Saturday 6 February 2016 | 10.30 am to 12.30 pm | Village Hall
(As part of the
monthly 'Table
Top Sale') |

- 4.8 These were of a 'drop-in' format with a number of Steering Group members available for discussions, to answer questions and listen to the concerns of the public. A display reflecting the content of the '*Executive Summary*' was mounted on 7 display boards. Copies of the full Draft Plan were available to be read at the meeting or to be taken away.

Free refreshments were available at all meetings.

5 Results of Resident Consultation for Pre Submission Draft Plan

Attendance at Consultation Events

5.1 The total number of people attending the 4 events was 51. Whilst this was a little disappointing there were some useful discussions and clarifications of points raised by residents.

Table 6: Attendance at the 4 Consultation Events

Date	Venue	Time	M	F	21 - 40	41 - 60	61+	Clar	Wel	Other	Total Attending
13 Jan	King's Arms	7 – 8.30 pm	7	3	0	5	4	6	1	2	10
19 Jan	Village Hall	10 am - noon	4	3	0	2	5	6	0	1	7
25 Jan	Village Hall	7 – 8.30 pm	6	10	1	7	9	9	4	2	16
6 Feb	Village Hall (Table Top Sale)	10 am – noon	8	10	0	5	13	11	2	2	18
Total			25	26	1	19	31	32	7	7	51
%			49	51	2	37	61	63	14	14	

Comments made at the Consultation Events

5.2 Comments during the 4 meetings were generally positive about the whole Plan. The highlights from the public centred on:

- *Flooding issues* - with concern that more housing would cause greater flooding problems;
- *HGV traffic in Welham* - the problem in the village and the low rail bridge which separates the two villages;
- *The Broad Gores site* - development and the effect of increased traffic in the village and the increased number of children in the School.

Results from the 'Consultation Questions' booklet

- 5.3 A total of 82 booklets were returned by the deadline of 10 pm on 14 February 2016. As 9 of the booklets each contained the responses for 2 people, this made a total of 91 individual responses.

Table 6: Residence of Respondents

Village	Number	%
Clarborough	78	86
Welham	12	13
No response	1	1

Table 7: Age of Respondents

Age	10 - 30	31 - 40	41-50	51-60	61-70	71-80	80+	No Response
Number	0	5	5	21	41	14	3	2

Table 8: Gender of Respondents

Male Number	Male %	Female Number	Female %	No Response	No Response %
48	53	41	45	2	2

Responses to Questions in the 'Consultation Question' booklet

- 5.4 With 91 individual respondents and 14 questions per respondents (question 15 was general and, therefore, had no 'Yes' / 'No' alternative) there was a potential for a total of 1274 answers. This gives a breakdown of:

Table 9: Total and Percentage response to ‘Yes’ / ‘No’ answers

‘Yes’ Response		‘No’ Response		No Answer	
No, of Responses	Percentage of Responses	No, of Responses	Percentage of Responses	No, of Responses	Percentage of Responses
1158	91%	96	8%	20	1.5%

Table 10: Break down of ‘Yes’ / ‘No’ answers for individual questions

Question	Yes Responses	Yes %	No Responses	No %	No Return Responses	No Return %
1	86	95	5	5	-	-
2	81	89	8	9	2	2
3	87	96	3	3	1	1
4	69	76	18	20	4	5
5	80	88	7	8	4	5
6	80	88	11	12	-	-
7	86	95	4	5	1	1
8	83	91	8	9	-	0
9	89	98	2	2	-	0
10	87	96	4	5	-	0
11	88	97	3	3	-	0
12	81	89	9	10	1	1
13	82	90	7	8	2	2
14	79	87	7	8	5	6

NB: In all Tables, total % figures do not always add up to 100 due to ‘rounding’ up or down.

6 Resident Written Comments and Steering Group Response

- 6.1 In all there were 191 written responses. We had asked for comments only from those giving a 'No' answer to a question.
- 6.2 Some comments were short and referred to just one question, whilst others were written at length. Some residents included no written comments in their returned 'Consultation Questions' booklets while others gave a written answer to every question.
- 6.3 The Steering Group realise that a number of the comments are not Planning issues but these are included to give the complete picture of those responses received. Some of the comments, whilst not in the Plan, are important to residents and some of these have seen recent action by the Parish Council and other councils as a result of being raised at Neighbourhood Plan consultation meetings.

Highlights of the Written Comments

- Flooding was the major issue raised in written comments. These ranged from wanting a complete ban on all development until the flooding issues have been rectified, to concern at the lack of detail in the Policy. *[NB The Steering Group had attempted to obtain details of a survey carried out for BDC in September 2015 before publication of the Draft Plan in December. This had proved impossible. In March 2016 a BDC official confirmed that approximately £330,000 was to be spent improving part of Clarborough Beck)*
- The movement of high-sided vehicles in the villages due to the problems caused by the low bridge was a major issue, with a number of suggested solutions. *[This concern is being addressed by Nottinghamshire County Council after consultation with the Parish Council which resulted in major changes to their original plans. A new over-height warning gantry was constructed near the Hop Pole pub in July 2016.]*
- The Broad Gores site development was a third issue. Concerns included flooding, housing density, through route between Smeath Lane and Big Lane and layout of the land.
- A total of 15 respondents thanked the Steering Group and/or the Parish Council for the work undertaken.

Steering Group Response to Written Comments

6.4 The written comments fell into 3 main categories:

- a) Those which were planning issues and relevant to the Plan;
- b) Those which were planning issues which were retrospective and, therefore, not relevant to the Plan;
- c) Those which were non-planning issues and, therefore, not relevant to the Plan.

Some of the issues raised under a) and b) above have been followed-up by the Parish Council separately from the Plan.

6.5 The Steering Group took professional planning advice in order to respond to those comments which were considered relevant to the plan. The Steering Group was also aware of the Sustainability Appraisal in its considerations, although it had not completed its full statutory consultation at this time. This helped to determine the response to some of the issues, especially those concerning the Broad Gores site.

6.6 The full resident comments table covers 29 pages and is, therefore, not included in this document. The full comments and the Steering Group responses can be seen on the Neighbourhood Plan website at www.clawenp.btck.co.uk. *(Whilst the comments have been transcribed with care it is not claimed that they are 100% accurate. They have been transcribed as written ie 'warts and all').*

6.7 Below follows a summary of the main responses leading to alterations to the Plan. Some of the issues are raised in a number of Comments and received the same, or very similar, response from the Steering Group. The number of similar comments is indicated in the table but are not all given.

Table 10: Summary of Steering Group Responses to Residents' Comments leading to changes in Draft Plan

Key: Resp No. Responder number as booklet received
Com No. Comment number of total comments from all booklets
Quest No. Question Number in the 'Consultation Questions' booklet

Consultation Statement

Resp Num	Com Num	Quest Num	Resident Comment	Steering Group Response
008	10	15	Flood prevention measures <u>must</u> take priority within future plans for our village. <i>(14 similar comments)</i>	Covered by Policy 6. The NP can only influence future development issues. The Plan recognizes the significant current issue of flooding and the PC is working with BDC to seek solutions but this is outside the NP. Appendix B: Flooding will be expanded on this issue.
025	29	04	I would like to keep a green corridor from Broad Gores to the Village Hall between Celery Meadows and the rear of St Johns Drive to include a tree-lined avenue with seating and wild flowers.	Agree. Amend Policy 2 to include 1e after footpath to: <i>'create a green corridor through the site'</i> .
029	36	02	Objective 7 should be: To identify the causes and areas where flooding significantly affects the quality of life of local people and to encourage proposals that mitigate the problems.	Agree. Objective will be re-worded.
029	38	06	No 1 does not make sense. Perhaps it should read – Planning applications for housing schemes are required to deliver a housing mix that reflects the demonstrable market for smaller dwellings.	Agree. Objective 1 will be re-written to clarify meaning
039	72	02	Aims/objectives are too diverse, some agree with others not. Don't agree with: Objective 1 – too vague on "local needs" and "local requirements".	Agree. Amended to include the words <i>'within the Parish'</i> .
047	110	04	Connecting Smeath Lane to big lane by a road will cause too much traffic in big lane – 'rat run'. <i>(2 similar comments)</i>	Agree. Include some wording in Policy 2.
058	129	13	Any by-pass should include both Welham and Clarborough. A Welham only by-pass (wanted by some locals) would be a disaster for Clarborough as all current traffic would come right through the centre of the village and an easier route would attract additional traffic. This is a well known effect of improving routes. <i>(5 similar comments)</i>	Agree. See alterations to Appendix B: Transport

7 Statutory Bodies Consultation and Steering Group Responses

- 7.1 As required by regulation the Draft Plan was sent, in email format, to a number of Statutory bodies for their comments. The full list of these bodies can be seen in *Appendix f, p44*.
- 7.2 Comments on the Draft Plan were returned from 5 of these organisations. Table 11, below, outlines their comments and the response of the Steering Group to each of these.

Table 11: Statutory Consultees Comments & Steering Group Responses

Response Number	Comment Number	Section of Draft Plan	Comment	Change to the Plan
Stat1: Highways England	1	General	<p>Highways England welcomes the opportunity to comment on the pre-submission draft Clarborough and Welham Neighbourhood Plan which covers the period 2015 to 2030. It is noted that the document provides a vision for the future of the village and sets out a number of key objectives and planning policies which will be used to help determine planning applications.</p> <p>It is the role of Highways England to maintain the safe and efficient operation of the strategic road network whilst acting as a delivery partner to national economic growth. In relation to the Clarborough and Welham Neighbourhood Plan, Highways England's principal interest is safeguarding the operation of the A1, which runs approximately 6 miles west of the plan area.</p>	Noted no amendment required .

Consultation Statement

Responder	Comment Number	Section of Draft Plan	Comment	Change to the Plan
Stat1: Highways England	1	General	<p>Highways England welcomes the opportunity to comment on the pre-submission draft Clarborough and Welham Neighbourhood Plan which covers the period 2015 to 2030. It is noted that the document provides a vision for the future of the village and sets out a number of key objectives and planning policies which will be used to help determine planning applications.</p> <p>It is the role of Highways England to maintain the safe and efficient operation of the strategic road network whilst acting as a delivery partner to national economic growth. In relation to the Clarborough and Welham Neighbourhood Plan, Highways England's principal interest is safeguarding the operation of the A1, which runs approximately 6 miles west of the plan area.</p>	Noted no amendment required .
Stat 2: Bassetlaw District Council	1	Paras 5 -15	Minor amends proposed to remove emotive statements	Amended
	2	Paras 33 - 44	Add link to Historic England's web site	Amended
	3	Paras 39 - 65	Minor amends proposed	All supported except ref to broadband connectivity requirements as it was felt the BDC suggestion weakened the proposal

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Responder	Comment Number	Section Of Draft Plan	Comment	Change to the Plan
Stat 2: Bassetlaw District Council (Continued)	4	Paras 72-75	Remove pre application policy	Agreed but change to make it a key principle and remove from policy
	5	Paras 76-78	CIL calculation set out for 38 dwellings point made that CIL only one funding source	Amended. Elsewhere references to funding projects include CIL as well as other funding sources para 62 amended to reflect this
	6	Para 79	NPs can allocate sites and redraw development boundaries of they wish	No change. The Steering Group are aware that NPs can allocate sites however BDC advice (which was consistent with the large majority of the community) was for the NP to deliver an agreed number of dwellings adjoining the existing settlement on land within the development boundary. It was the decision of the NP group at early stage in the process and based on substantial consultation with the community that development was preferred within existing development boundary which provided a soft edge to the settlement provided by LGS. Otherwise the proposal would either have backs of houses looking in to the site

Consultation Statement

Responder	Comment Number	Section Of Draft Plan	Comment	Change to the Plan
Stat 2: Bassetlaw District Council (continued)	6 (Continued)	Para 79 (Continued)		or backs of houses looking out across fields to the west. This would have resulted in much more significant visual intrusion on approach to village from Smeath Lane. Keeping development within development boundary also kept scale of development limited reflecting community's consistent feed back for limited growth.
	7	Paras 84 - 92	Remove description of Chesterfield Canal Wording change relating to footbridge from requirement of planning permission to negotiated as part of planning permission. Suggest having a design policy separate from policy for BG that would cover whole plan area	Slight change. This description provides context for policy 2 so reference remains but wording edited. Agreed and amended. Agreed and amended.
	8	Paras 99 - 100	Text could be included as part of policy	Some change. Text in para 99 already reflected in policy para 100 added to policy.

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Responder	Comment Number	Section of Draft Plan	Comment	Change to the Plan
Stat 2: Bassetlaw District Council (continued)	9	Paras 94 - 110	Use of SPD in Plan	Some change. Local people identified and want to highlight particular sections of the SPD box showing relevant sections moved to Appendix C
	10	Policy 2	Suggest removal of in region of 38 dwellings and let this be decided based on density and site size by applicant. Remove supporting text on viability to	No change. Community have been very focused on number of dwellings that would be acceptable. The community accept that it has to be an approximate number not a maximum but removing any ref to number and leaving it completely to planning application would not be consistent with approach supported by BDC previously.
	11	Paras 116-124	Question reference to LGS at heart of community and suggest alternative approach plus description of LGS in terms of it being demonstrably special	Amended wording and description of LGS to substantiate proposal The approach taken in the NP and supported by consultation was to allocate almost all the houses within the existing development boundary and to have the open space on the edge of the village contiguous with the open countryside and to run up to the SSSI.

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Responder	Comment Number	Section of Draft Plan	Comment	Change to the Plan
Stat 2: Bassetlaw District Council (continued)				This was considered the best solution to minimize the intrusion into the landscape and was in keeping with the consultation
	12	Paras 126 - 133	Suggest separate topic paper to provide more justification for housing mix policy Also need to include specialist and affordable housing Change policy wording from must to should	Separate topic paper produced and put in appendix additional text in narrative Position on affordable and specialist housing is in accordance with BDC policy. NPs do not have to consider all planning matters and this was not an issue raised by the community ref added in narrative to clarify that affordable housing will be in accordance with district policy. Agreed this is in accordance with NPPF.
	13	Paras 134 - 140	Recommend tightening up policy 5 infill to reflect NPPF para 53 Remove wording re proposals for smaller dwellings located near amenities	Agreed amendments made. Some change. Wording of policy is only encouraging smaller dwellings near amenities in the village it is not restricting other dwellings where viable added to reflect that other factors will be taken into account.

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Responder	Comment Number	Section of Draft Plan	Comment	Change to the Plan
Stat 2: Bassetlaw District Council (continued)	13 (Continued)	Paras 134 - 140	Suggestions to ref Core Strategy and SUDS and change wording of policy 7 from all development to appropriate development	Agreed and amended.
	14	Policy 8	Make more use in policy 8 of wording about location of businesses	Agreed and amended.
	15	Paras 162 - 167		
	16	Paras 166 - 174	Remove or amend broad band policy	No change. Access to broadband at national standards is key to future economic growth of the village. Broadband speeds are patchy across the Plan area this Plan is not attempting to assure individual broadband to properties but it is requiring developers to put infrastructure in place to ensure new development can access it; this is particularly relevant for the Broad Gores site.
Stat 3: Coal Authority	1		Acknowledged receipt of Plan for comment – advised no further correspondence needed on the matter.	None required.

Consultation Statement

Responder	Comment Number	Section of Draft Plan	Comment	Change to the Plan
Stat 4: Notts County Council	1	Landscape and visual impact	Reference to the National Character Areas as set out in Natural England's Character Assessment and more detailed description of policy zones	Noted.
	2	Transport and Travel	<p>SWPT analysis identifies limited public transport as an issue so need to add objective regarding need for public transport network and amending of wording on project relating to transport</p> <p>Role community transport currently plays should be added</p> <p>Potential to seek a contribution towards public transport services from the site allocation should be referenced.</p>	<p>Not possible to add as objective as these are derived from community consultation.</p> <p>Added in justification text and to provide more local detail as appropriate.</p>

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Responder	Comment Number	Section of Draft Plan	Comment	Change to the Plan
Stat 5: Severn Trent Water	1	General	Set out Severn Trent's approach to sewage, sewer flooding, water quality, supply and efficiency. Advised that more specific comment will be received once a planning application made.	The additional information on how STW considers applications in the Plan area is supported
	2	Surface Water	We believe that greater emphasis needs to be paid to consequences of extreme rainfall. In the past, even outside of the flood plain, some properties have been built in natural drainage paths. We request that developers providing sewers on new developments should safely accommodate floods, which exceed the design capacity of the sewers.	Justification text further emphasises surface water flooding problem.
	3	Water Efficiency	Suggests design tools that will minimise water use in new development.	Additional information added in justification text setting out STW's requirements