Consultation Summary Blyth Neighbourhood Plan

August 2019



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1. Introduction

What is the Summary of Consultation?

- 1. The Blyth Neighbourhood Development Plan (the Plan) has been produced by the Parish Council of the parish of Blyth, led by a Steering Group comprised of residents from across the whole Plan area. The Plan has also been produced exclusively using the views and opinions expressed by all the stakeholders in the area, such as; local residents, local business owners and local landowners. The aim of the Plan is to positively plan for the future development of the area to create a sustainable place for people to live, work and visit.
- 2. This document sets out the chronological order of events that have led to the production of the Blyth Neighbourhood Development Plan in terms of consultation with local residents and other leading stakeholders and statutory consultees. This consultation has in particular led to the production of the Development Management Policies contained within the Plan that aim to control and promote the sustainable development and growth of the area. In this Statement, the Steering Group has taken a broader approach in setting out the consultation for both the land-use and non-land-use policies and projects contained in the Plan.
- 3. Provided in this document is an overview and description of the numerous consultation events and periods involved in the production of the final Neighbourhood Plan. In some instances, more detailed reports have been produced by the Steering Group or other professional bodies, where this is the case, this report is referred to in the overview of that event and it is included in the Appendices of this document.

Aims of Consultation

- 4. To ensure that the local community truly can feel a sense of ownership of the Neighbourhood Plan, and feel they are truly being empowered to control the development and growth of the Plan area, the consultation undertaken in production of the Plan itself must be thorough and the process is clear and transparent. To ensure the consultation undertaken in production of the Plan can achieve such, the Steering Group developed several aims that the consultation process would work towards achieving. The aims of the consultation process of the Plan were:
 - Front load: The Steering Group decided early in the process that as much consultation with local residents would be undertaken before any contents of the plan were discussed and decided. This would ensure that the contents of the Plan have been wholly influenced and decided upon based on consultation undertaken with the local community.

- Reach all aspects of community: Another key aim of the consultation
 process was to ensure that all different sections of the community were
 allowed the opportunity to participate in the Plan process. This involves
 ensuring that local residents of all ages and both genders engage in the
 process guaranteeing that the final Plan is truly representative of the local
 community and their aspirations for the Plan area.
- Ensure 'hard to hear' groups participate: In addition to ensuring all sections of the community are involved in the process, special effort must be made to include those sections of the community described as 'hard to hear' groups, such as: young people, young adults and over 65's. This can be achieved by utilising consultation techniques and events specifically aimed at including these groups.
- Ensure transparency: The Steering Group are keen to ensure that the NDP process is viewed as open and transparent. This involves not only making all documents and consultation results used to produce the contents of the final Plan publicly available. But also ensuring that local residents are kept up to date with progression of the plan and also how they can engage and participate at different stages of the process.

General Overview

- 5. The Neighbourhood Planning Steering Group considered different engagement technics and sort advice from consultation specialists to ensure any consultation was undertaken correctly and that all sectors of the community were given the opportunity to have their say on the contents and policies within the plan. The methods to be used are listed below:
 - Questionnaires to local groups
 - Attendance at community events
 - Press releases
 - Website
 - Social media
- 6. The bulk of the work was done by the steering Group, assisted by about a dozen other local people, who helped with framing questionnaires and distributing material to all households.
- 7. Over the numerous consultation events and activities, the Steering Group have held during the production of the Plan, over 200 local residents have been actively engaged and contributed to the development of the Plan, representing over 10% of the population of the NP area.

2. Neighbourhood Area Designation

Overview

- 8. The decision to produce a Neighbourhood Plan for the area was first explored by Blyth Parish Council at its Parish Meeting held 8th May 2017 where 25 Local Residents were in attendance. There was unanimous support for the development of a neighbourhood plan for Blyth. With regards to Part 2 of the Neighbourhood Planning Regulations 2012, Blyth Parish Council submitted an application for designation of the Neighbourhood Area covering the boundary of Blyth for the purpose of creating a Neighbourhood Plan with Blyth Parish Council to act as the qualified body to do so. The Neighbourhood Plan Designation Application was sent to Neighbourhood Planning at Bassetlaw District Council on 18th July 2017. This application was received by Bassetlaw District Council on the 25th July 2017 and a statutory 4-week consultation period was enacted, ending on the 10th September 2017. (Appendix A: Blyth Parish Council Notification of Parish Meeting, 8th May 2017; Appendix B: Blyth PC Neighbourhood Plan Designation Request Letter)
- 9. As outlined in the Regulations, the Local Authority have a duty to publicise the Area Application and the 4-week consultation period in a manner that will bring them to the attention of people who live, work or carry out business in the area. The full Application and information on how to comment was made available on the Council's website and information on the application and how people could make representations was placed in the village newsletter.
- 10. The application for the designation of the Neighbourhood Area, Blyth Neighbourhood Plan Area-Designation Consultation and map of Blyth is available to view in Appendix C: Blyth Neighbourhood Designation Consultation Notice; Appendix D: Blyth Neighbourhood Designation Map
- 11. During the 4-week consultation period, no objections were received to the Neighbourhood Area as outlined in the initial application. Therefore, on the 2nd October 2017 Bassetlaw District Council contacted Blyth Parish Council to confirm that they may proceed with the preparation of a Neighbourhood Plan for the parish of Blyth. (*Appendix E: Blyth Neighbourhood Designation Confirmation*)

3. First Event: Monday 9th October 2017

What was the purpose of the event?

A public event was organised at the Barnby Memorial Hall, Blyth, to introduce the parishioners of Blyth to the concept of Neighbourhood Planning plus the formal process to be adopted and to seek volunteers for the Steering Group to assist in directing the journey to a successful conclusion.

How it was run, what happened?

The evening event was organised as follows: The seating in the hall was set up in lecture theatre style and the Chairman of Blyth Parish Council gave a presentation to members of the community explaining the requirement for a Neighbourhood Plan and outlining the process involved in delivering it. The evening concluded with a pie and pea supper which provided all the attendees an opportunity to discuss Neighbourhood Planning with members of the Parish Council.

How it was advertised?

It was an evening event publicised by a flyer hand delivered to every dwelling within the village boundary and in addition an advertisement for the event was placed in the "Blyth Bulletin" the village community bimonthly magazine.

How many people attended?

All members of the community attending the Blyth Neighbourhood Plan launch event were requested to sign in. This process provided evidence for the Parish Council of the 145 persons attending the briefing.

Summarise the results from the event

This was the initial event of the Blyth Neighbourhood Plan process and the turnout by the community was viewed as substantial by the members of the Parish Council in addition a number of residents put their hands up to be included within the Steering

Group committee. (Appendix F & G some brainstorming conclusions)

Brief summary of how the event went

The Neighbourhood Plan launch event was seen as a success by the Parish Council with an excellent turnout by the community. The message of how important the Blyth Neighbourhood Plan was for the community was received well and created interest among the parishioners.

What was decided to be the next step in the consultation programme

A back up to the launch event was planned to ensure the maximum number of residents were informed of the Neighbourhood Planning process and its importance to the village of Blyth. This additional opportunity to consult with the community was planned to run in tandem with the Blyth Annual Christmas Fair held in the village Memorial Hall on Saturday 3rd December 2017.

4. Second Event: Saturday 3rd December 2017

What was the purpose of the event?

This event was viewed by the Blyth Neighbourhood Plan Steering Group as an opportunity to ensure the maximum number of residents had been spoken to with regards to the Neighbourhood Planning process. In addition to get across and underline the importance of delivering a Neighbourhood Plan as swiftly as possible for the village.

How it was run, what happened?

This was an afternoon event held in the village Memorial Hall, where the Steering Group had a table and the Annual Blyth Village Christmas Fair. This was seen as an opportunity to catch up with people who had been unable to attend the original launch event held in October and brief them and bring them up to speed with the Neighbourhood Planning process. As a result, a number of residents took time out during their visit to the Christmas Fair to discuss the Blyth Neighbourhood Plan with members of the Steering Group.

How it was run, what happened?

This particular briefing event was not advertised formally as had occurred with the launch event but had a visual display board announcing to attendees of the Christmas Fair that they could discuss the Blyth Neighbourhood Plan and its importance to the village community with members of the Steering Group there and then at the event. (Appendix H)

How many people attended?

There was a large attendance at the Christmas Fair in excess of two hundred and fifty persons. The Steering Group did not request people to sign as they had for the launch event. However, a note was kept of the number of parishioners enquiring about the Neighbourhood Plan and that were 150 plus throughout the afternoon event.

Summarise the results from the event

This event was a second opportunity to brief members of the public and was viewed as a further success by the Steering Group due to the additional interest sparked by the community in addition to that which had been displayed at the launch event.

Brief summary of how the event went

The event was seen as another good turnout by the residents. The Steering Group were able to further the message of how important the Blyth Neighbourhood Plan was for the village as a whole.

What was decides to be the next step in the consultation programme

A brief report of activities to date and plans for the next steps to be highlighted in the Blyth Bulletin, December edition. *(Appendix I)*. As the village had been briefed about the Neighbourhood Plan process, the Steering Group's next goal was to plan and deliver the "Call for Land" which was set to be instigated by a leaflet drop which was to be delivered to all dwellings within the Parish boundary on Saturday 20th January 2018 with a response date of 28th February, which was subsequently extended to 16th March to ensure that all responses had been captured

5. Third Event: Call For Land Consultation Saturday 20th January 2018

What was the purpose of the event?

The "Call for Land" process was put into place by the Neighbourhood Plan Steering Group to ensure the maximum number of parcels of land were offered up by land owners. Once the responses were received from land owners then statutory consultees would be able to view the potential site locations for suitability for future development

How it was run, what happened?

A "Call for Land" flyer was created and printed on yellow card to make it as visible as possible and then there was a letter drop to all residences in the village completed by members of the Steering Group on Saturday 20th January 2018. Initially a date for returns was requested by Wednesday 28th February 2018, which was later extended to Friday 16th March 2018 to ensure the maximum number of responses was received by the Steering Group. The responses were requested to be submitted to the Parish Council by either post or email.

How it was advertised?

The "Call for Land" process had been highlighted at the original launch event and a flyer had been posted through the letterbox of every dwelling within the parish boundary. In addition, there was an article placed in the "Blyth Bulletin" bimonthly magazine also detailing the "Call for Land". *(Appendix J)*

How many people attended?

This event did not require people to attend but to respond if they had potential sites

Summarise the results from the event

As a result of the "Call for Land" the Parish Council received 14 potential site locations by the deadline of Friday 16th March 2018. These potential site locations were then forwarded by the Blyth Parish Council to Bassetlaw District Council who in turn forwarded them all to the necessary statutory consultees for their comments.

Brief summary of how the event went

The "Call for Land" event was seen as a complete success by the Neighbourhood Plan Steering Group as 14 potential sites was more than had been anticipated and provided the Neighbourhood Planning process with the tools to progress.

What was decided to be the next step in the consultation programme?

It was considered by the Blyth Neighbourhood Plan Steering Group that the team required an identity. So as a result, it was decided to set a competition for the children of Blyth Primary School to design a logo for the Blyth Neighbourhood Plan. There was a large entry of logo designs and at the Steering Group meeting held on Tuesday 13th March 2018 a winning design was selected and a LOGO was established.

6. Fourth Event: LOGO competition St Mary & St Martin School Blyth, 12th January 2018 through to Friday 2nd March 2018

What was the purpose of the event?

The Neighbourhood Plan Steering Group decided it required not only an identity for the forth coming consultation but that there was a need to source the opinions of the children in the Village. The Group, therefore decided that a children's survey/questionnaire together with information about a 'Design a LOGO'. The purpose of this exercise was to find out opinions of the children of Blyth, concerning activities, play areas and open spaces in the village.

How it was run, what happened?

A member of the Steering Group met with the Headmistress of Blyth Primary School and discussed the details and content of the questionnaire along with how best to arrange the competition. Together with the Headmistress, it was agreed that a member of the Steering Group should talk to the children in a school assembly and that the teachers of each class would be best placed to set the task for those children who wished to be involved in creating a LOGO.

All the children were very enthusiastic and expressed lots of good ideas and interest.

How it was advertised?

The Headmistress made contact with all parents to ensure that all were happy with their children participating in the Survey / Questionnaire and entering the LOGO competition and a deadline of Friday 2nd March was set for the return of completed forms and LOGO entries.

How many people attended?

There are four classes of children at Blyth Primary School and there was a large entry from the children in excess of 60 logo designs were submitted to the Steering Group for the competition. However, unlike the competition, only 12 Survey forms were returned.

Summarise the results from the event

Due to the large response by the children of Blyth School, the Steering Group selected four winners one from each of the four classes, at the Steering Group's meeting held on the 13th March 2018. Then one entry was selected as the Overall Winner. Feedback of the judging was provided by the Steering Group to the teaching staff at Blyth School. Prizes for the three class winners and the Overall Winner were sought and the award presentation for the LOGO competition was scheduled to take place at Consultation Event on 9th June 2018.

Brief summary of how the event went

The LOGO competition was considered to be an outstanding success by the Steering Group and the school children and as a result the team had gained an extremely recognisable Logo, with which to progress forward the development of the Neighbourhood Plan.

What was decided to be the next step in the consultation programme?

Once the Steering Group had an identity in the form of a LOGO then advertising future events became somewhat less complicated and more relevant. A date of the 9th of June 2018 was the scheduled for a consultation with the village residents, to gain the view of the community as to what they would like to protect and what they may wish to change in Blyth.

7. Fifth Event: Village Scoping Saturday 9th June 2018

What was the purpose of the event?

A public consultation event was organised at the Barnby Memorial Hall, Blyth, to discuss with the community their individual views, what they may wish to change and what they wanted to be protected as a result of future development within the village. In the same period there was conducted a consultation with Village Groups and Village Businesses.

How was it run, what happened?

The event was held in the village hall on a Saturday. Commencing at 10am we gave the community and opportunity to listen to a presentation by the Steering Group informing them of how for the purpose of this survey the village had been divided into six distinct areas and how the views of the public were to be recorded.

At 10.30am the prizes were awarded for the LOGO competition to the winning children (parental approval was sought and received) (After lunch each of the six areas were walked views/issues discussed with residents and recorded. In addition, a significant number of photo images of the village were recorded at this walkabout event.

How was it advertised?

A flyer on yellow card incorporating the new Logo and detailing the Consultation Event to be held on Saturday 9th June, commencing at 10am was posted by hand to every dwelling within the parish boundary on Saturday 26th May 2018 by members of the Steering Group. In addition, the Consultation Event was highlighted in the Blyth Bulletin (village newsletter) displayed on the parish notice boards, advertised in the village shop & pubs plus three Blyth Neighbourhood Plan banners were erected at strategic locations in the village. (*Appendix K: Village Scoping*)

How many people attended?

A record of all members of the community was taken at the entrance by getting all attending to sign in to the Consultation Event. This procedure thus provided evidence for the Parish Council of 47 persons attending. A further 20 residents were consulted with during the walkabout process.

Summarise the results of the event

The comments received by the Steering Group were recorded and incorporated into the detail of the Neighbourhood Plan. Plus, meeting with residents in their locality and recording with photographic images the views/vistas and local green spaces that were important to them as residents.

Brief summary of how the event went

Although this was not the best attended event that the Steering Group organised for the Neighbourhood Plan. The views and comments received from parishioners was

extremely useful in developing the plan. (Appendix: Sample Questionnaire; Appendix M: Sample Parental Consent Form)

What was decided to be the next step in the consultation programme?

The Second Consultation Event was set for 10am Sunday 7th October 2018 to provide the community with information of potential development sites which had been made available to the Steering Group since the initial "Call for Land" back in March 2018. In the intervening time each of the potential sites had been commented upon by the Local Authority and Statutory Consultees.

8. Sixth Event: Sunday 7th October 2018

What was the purpose of the event?

As a result of the "Call for Land which was carried out in February and March 2018, this was the first opportunity to share with the residents of Blyth the 14 No sites offered up by landowners as potential development sites for future housing development. The community was able to view both the locations and statutory consultees comments relating to each individual site made available through this process.

How was it run, what happened?

The Second Consultation Event was organised for Sunday 7th October commencing 10am and held in the Barnby Memorial Hall Blyth. The community was provided with a presentation highlighting what they were to see and the comments that were required from them as residents. The presentation was delivered three times through the day and parishioners were able to view maps of the 14 potential sites and read the statutory consultees comments relating to each individual site location. The public were then requested to record their comments to each of the 14 sites, for on green post it notes against on red and any other related comments on orange post it notes. (Appendix N: Flyer; Appendix O & P: Table Presentations and Appendix Q: Map of Sites)

How it was advertised?

As with the previous Consultation Event a flyer printed on yellow card incorporating the Neighbourhood Plan Logo was posted by hand to every dwelling within the Blyth parish boundary by members of the Steering Group. The event was also advertised in the village newsletter, displayed in the parish notice boards, the village shop and public houses. In addition, three large Neighbourhood Plan banners were positioned at strategic positions around Blyth.

How many people attended?

This was the best attended event to date organised by the Steering Group. As at previous events the residents were requested to sign into the event and as a result the Steering Group recorded 135 persons attending on this date. (Appendix R: Example of questionnaire and Appendix S: Village Groups Questionnaire)

Summarise the results from the event

Of the 14 sites put forward by landowners a number did not meet statutory thresholds. The community feedback gained from the residents' comments was used to select the preferred potential sites. As a result, seven suitable sites were identified and were ranked in order of community support. The final assessment resulted in the allocation of 4 preferred sites. (Appendix T: Summary of Questionnaire responses)

Brief summary of how the event went

The Second Consultation Event was seen as an outstanding success with an extremely good turnout by the community. Due to the high numbers of residents at the event, the comments received by the Steering Group positioned the preferred sites a great distance apart from the balance of the sites.

What was decided to be the next step in the consultation programme?

It was decided to produce the Draft Neighbourhood Plan for early in 2019, so work commenced to deliver this goal in line with Bassetlaw District Council revised Plan due to be published in January 2019.

9. Seventh Event: Monday 18th February 2019

What was the purpose of the event?

Bassetlaw District Council arranged to deliver their New Local Plan to the community of Blyth at The Memorial Hall Blyth at 1pm Monday 18th February 2019. The Blyth Neighbourhood Plan Steering Group then decided to achieve the same date with the release of the Blyth Draft Plan. So once BDC completed their delivery the Steering Group took over the venue to present the Blyth Draft Plan to the community.

How it was run, what happened?

The selected sites were displayed in the Memorial Hall for all to view and copies of the Draft Plan were left for residents to view. The Steering Group gave a presentation three times through the evening at 3pm, 5pm and 7pm to ensure the maximum members of the community could hear it. The detail of the history the process and the 6 -week consultation period for the Draft Plan concluding on Sunday 7th April 2019 was delivered.

How was it advertised?

The same format of flyer, village newsletter (Blyth Bulletin) and displayed in notice boards around the village as previous Consultation Events. *(Appendix U)*

How many people attended?

The release of Blyth's Draft Plan was attended through the three presentations on the afternoon Monday 18th February 2019 by a total of 82 residents.

Summarise the results of the event

The Community was given the chance to read the Draft Plan and ask questions of the Steering Group at the event of 18th February 2019. They were also given the detail of how to access the Draft Plan on line and review it at their leisure. If they wished to make any comments then that could be done in writing to the Steering Group or on online to the Steering Group's email mail page.

Brief summary of how the event went

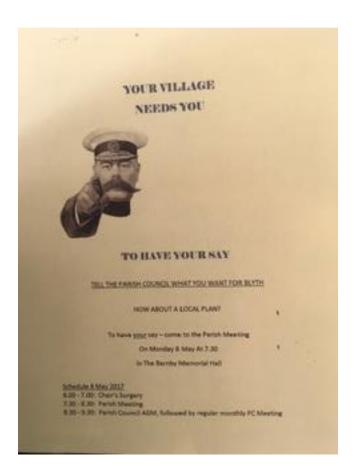
The event was considered a great success due to the number of villagers attending the consultation event and subsequently there were a number of comments received by email to the Steering Group from the community relating to the event.

What was decided to be the next step in the consultation programme?

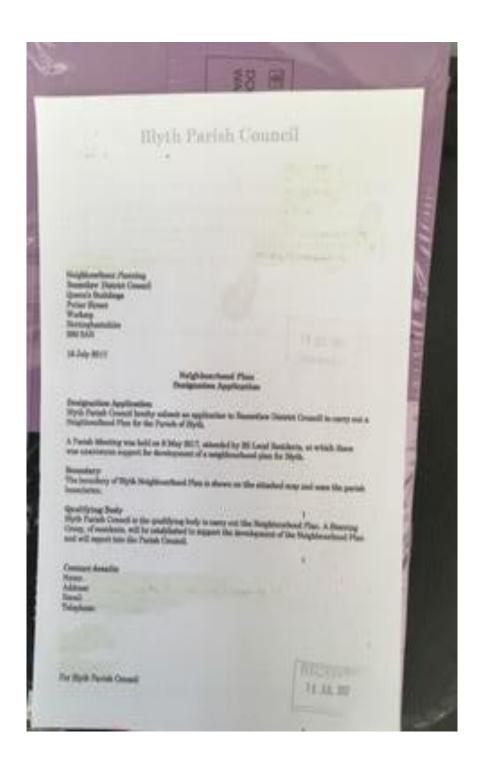
No further formal consultation events have been planned at this point (August 2019). It is programmed for the revised documents to be submitted to Blyth Parish Council for approval on the 5th August 2019 and then for submission to BDC to follow on. It is hoped that a Referendum for the community to approve the Blyth Plan is likely to occur in January 2020.

10. Appendix

Appendix A: Blyth Parish Meeting Flyer



Appendix B: Blyth Parish Council Neighbourhood Designation Request

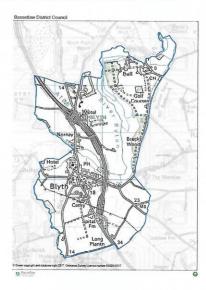


Appendix C: Blyth Neighbourhood Designation Consultation Notice



BLYTH NEIGHBOURHOOD PLAN AREA - DESIGNATION CONSULTATION

Blyth Parish Council has formally requested, to Bassetlaw District Council, of their intention of producing a Neighbourhood Plan. The Neighbourhood Plan is proposed to cover the parish area of Blyth which includes land to the North of the A1.



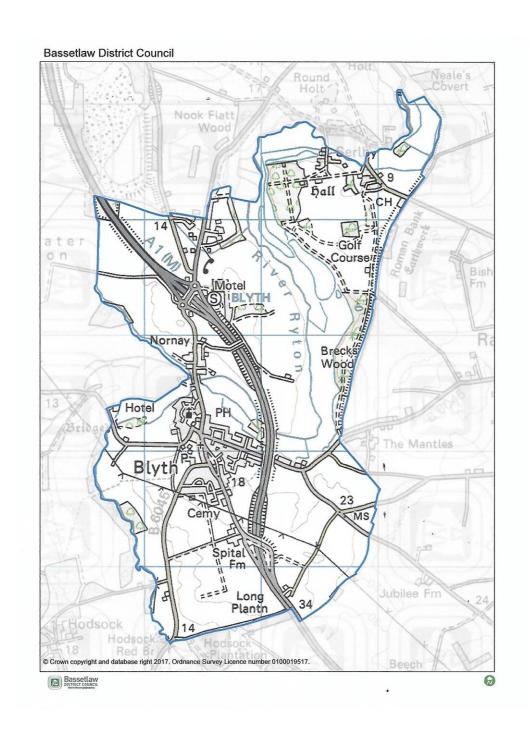
As part of the Neighbourhood Plan regulations, Bassetlaw District Council is now consulting on this proposed Neighbourhood Plan Area for a 4 week period. Information on the designation can be found at:

http://www.bassetlaw.gov.uk/everything-else/planning-building/neighbourhood-plans/

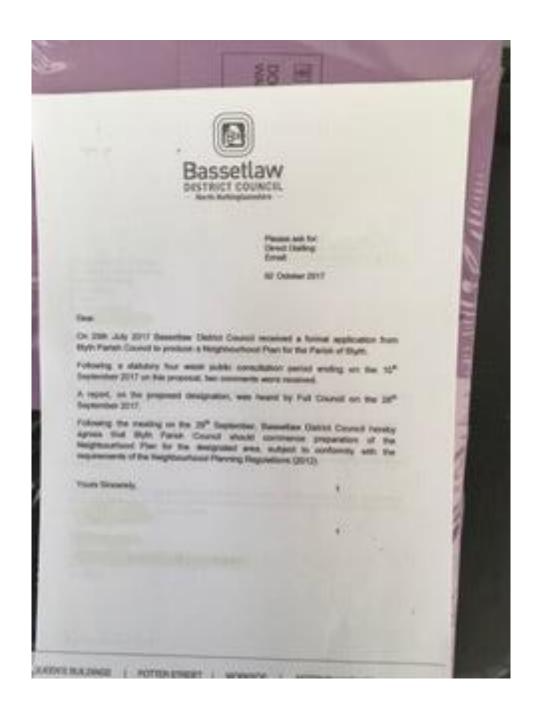
The consultation period will run until the 10th September 2017. If you would like to make a representation on the Plan please respond to this letter or send any comments directly to:

Neighbourhood Planning Bassetlaw District Council Queens Buildings Worksop S802AH

Appendix D: Blyth Neighbourhood Designation Map



Appendix E: Blyth Neighbourhood Designation Confirmation



Appendix F: Blyth Neighbourhood Plan Launch Event October 2017



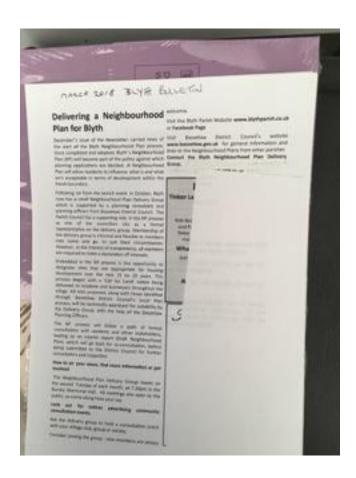
Appendix G Blyth Neighbourhood Plan Launch Event October 2017



Appendix H: Blyth Neighbourhood Plan Second Event December 2017



Appendix I: Blyth Neighbourhood Plan information and details in Blyth Bulletin December 2017



Appendix J: Blyth Neighbourhood Plan "Call for Land' Event Flyer -20th January 2018 – 28th February 2018





Appendix K: Village Scoping Event - 9th June 2018

Come and Help Us Explore our Lovely Village



Saturday 9 June

The Blyth Neighbourhood Plan Steering Group has divided our village into six areas. We need your local knowledge to help us explore each part of Blyth on maps, followed by walkabout surveys, so we can really get to know each area, and hear your views on:

What do you want to be protected? What would you like to see changed?

Come and show us the Blyth you know. Meet-up at the Barnby Memorial Hall 10 am on Saturday 9 June (Refreshments will be provided)

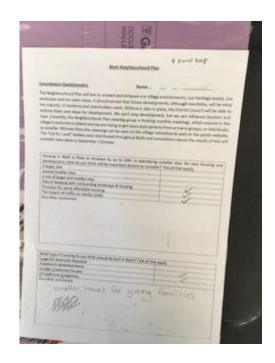
You can find more information about the Neighbourhood Plan on:

The notice boards next to the main bus shelter and at the adventure playground

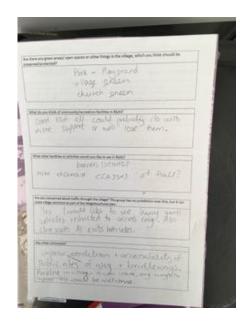
The Parish Website: http://www.blythparish.co.uk

The Facebook page: Blyth Neighbourhood Plan and the Blyth Bulletin

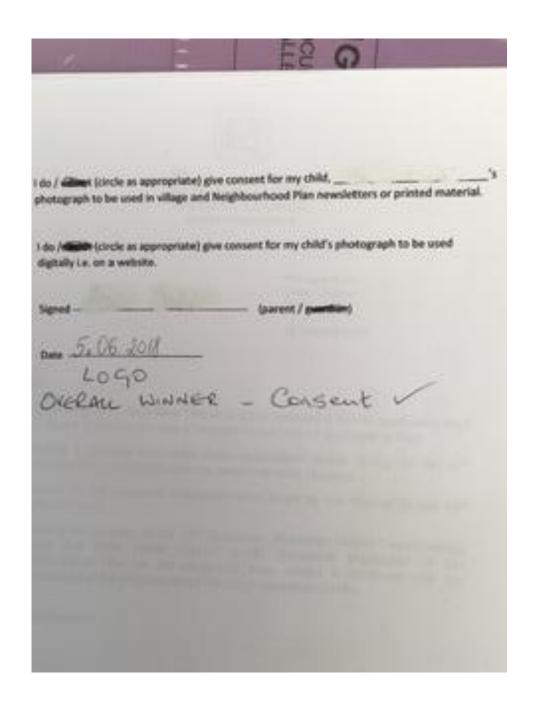
Appendix L: Blyth Neighbourhood Plan 9th June Consultation Event Questionnaire – Page 1



Questionnaire - Page 2



Appendix M: Sample of Parental Consent Form used for Children's Involvement – LOGO Presentation 9th June 2018



Appendix N: Blyth Neighbourhood Plan "Call for Land' Consultation Event Flyer – 7th October 2018



LAUNCH OF CONSULTATION ON THE DRAFT NEIGHBOURHOOD PLAN FOR BLYTH

THIS IS THE START OF A 6-WEEK CONSULTAION PROCESS AND YOUR OPPORTUNITY TO COMMENT ON THE CONTENTS OF THE PLAN FOR BLYTH

Drop-in Consultation Event to be held at

Barnby Memorial Hall

Sunday 7th October 2018 Between 10am and 3pm

Come along, enjoy complimentary cuppas & cakes and give your views to the Neighbourhood Plan Steering Group

(Refreshments by Barnby's)

We shall deliver a 10-minute presentation at the consultation event on where the Neighbourhood Plan Steering Group are in the process of producing a Neighbourhood Plan for Blyth. The presentation will be given at 10am, 12noon and again at 2pm If you are unable to attend on 7 October, but would like to be part of the consultation, please contact the Neighbourhood Plan Steering group:

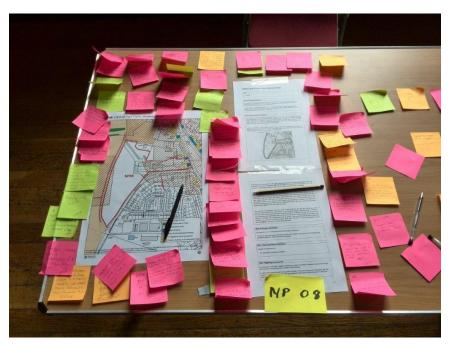
By e-mail, at theblythplan@hotmail.com

Appendix O: Blyth Neighbourhood Plan "Call for Land' Event Presentation



Appendix P: Blyth Neighbourhood Plan "Call for Land' Consultation Event 7th October 2018 - Table Presentations





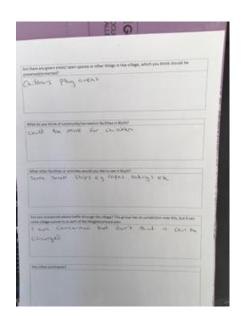
Appendix Q: Blyth Neighbourhood Plan "Call for Land' Map of Sites



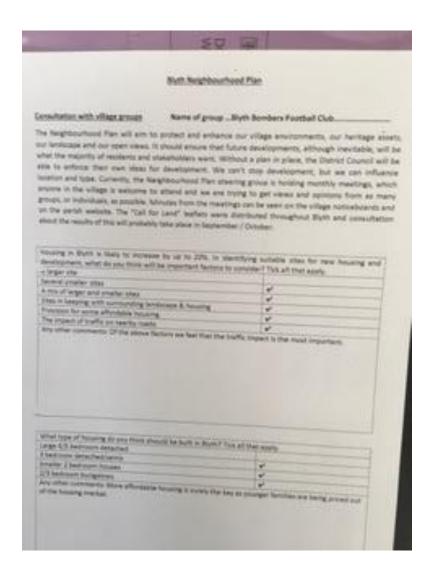
Appendix R: Blyth Neighbourhood Plan 7th October Consultation Event Questionnaire – Page 1

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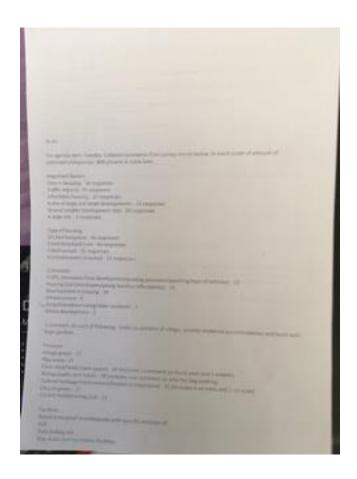
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Appendix S: Blyth Neighbourhood Plan example of Village Groups' Consultation Questionnaire



Appendix: T: Blyth Neighbourhood Plan Summary of Responses from Questionnaires



Appendix: V: Blyth Neighbourhood Plan Draft Plan Launch Event 18th February 2019

