

Freshford and Limpley Stoke Neighbourhood Plan

Engagement with the community – overall summary

	Jan '12	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan '13	Feb	Mar	Apr	May	Jun	Jul
Public Meetings	✓	✓				✓													
Briefing for P Council																✓		✓	
Draft NP launch																			✓
Publications		✓				✓								✓					✓
Open surgeries									✓	✓				✓	✓				✓
Display barrow									✓	✓				✓	✓				✓
Comment forms									✓	✓									✓
Involvement quiz									✓	✓									
Candyboards	✓	✓							✓	✓				✓	✓				✓
Website							✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Emails	✓					✓			✓	✓				✓		✓		✓	✓
Freshford Bulletin	✓		✓			✓			✓			✓			✓			✓	
Limpley Stoke Clarion	✓	✓	✓	✓			✓		✓	✓		✓		✓		✓			

Public Meetings

31st January 2012, Freshford Memorial Hall, led by ESHA Architects, funded by Prince's Foundation

Over 140 people attended

- Presentations on the Localism Act and on implementation of a Neighbourhood Plan. Post-it note exercise to identify what was liked about the two villages, what was not liked, what residents would like to see in future, what residents would not like to see. These comments were split by topic: Transport and Movement; Services and Facilities; Planning and Housing; Environment and Public Realm.

16th February 2012, Freshford Memorial Hall, Worksop Session, all day

43 stakeholder participants, plus 2 Highways Agency, 1 B&NES Highways, 6 others (mainly ESHA)

- Discussion groups according to the four topics. Presented the results of their discussions to whole meeting

17th February 2012, Freshford Memorial Hall

Approximately 100 people attended

- Prince's Foundation team fed back workshop ideas to public meeting.

26th June 2012, Freshford Memorial Hall

Attended by about 60 people - Neighbourhood Plan Management Team, Working Group Chairmen plus 50 others

- To discuss the establishment of Working Groups to cover the four main topic areas and to recruit members.

4th July 2013, Freshford Memorial Hall, launch event to view the Draft Neighbourhood Plan

By invitation to those who had worked on its preparation, as members of Working Groups etc.

Expected attendance, 40-60

Briefings for Parish Councillors

A Neighbourhood Plan Update was a standing item on the agendas for monthly Parish Council meetings. In addition, specific Briefing sessions were held:

5th April 2013, The Inn at Freshford – to present and discuss analysis of the 'Making Progress' questionnaire.

24th June 2013, The Inn at Freshford – to present and discuss the Draft Neighbourhood Plan.

Publications



The Prince's Foundation document 'Freshford and Limpley Stoke Community Planning Workshop – January and February 2012'; 51 pages A4, made available online or on request

This summarised the Open Meetings and Workshops in January and February 2012.



The Freshford and Limpley Stoke Neighbourhood Plan leaflet; June 2012, 12 pages A4, distributed to every household in Freshford and Limpley Stoke.

This launched the Working Groups, encouraged residents to put themselves forward for the Working Groups and invited attendance at the Public Meeting on 26th June 2012.



The Leaflet/Questionnaire 'Making Progress'; February 2013, 12 pages A4, distributed to every household in Freshford and Limpley Stoke. This summarised points being considered for the Freshford and Limpley Stoke Neighbourhood Plan and requested questionnaire response and comments. Most replies were collected from homes but alternative 'drop-off' locations were arranged at the community shop, the two churches and the two pubs. Further copies of the leaflet were available from the community shop. Home visits were offered to discuss the leaflet for anyone who wished.

Open Surgeries

These were held at central locations in the neighbourhood and were designed to generate discussion and engagement. Members of the NP Management Group and representatives of the four Working Groups were in attendance to answer questions and receive comments. The Surgeries were held between 10.30 and 12.30 on Saturday mornings as shown in the table below. An approximate tally was kept of people, excluding the Surgery team, who joined the discussion.

Surgery sessions were scheduled over three phases – September/October 2012, to discuss the ideas being considered by the Working Groups, February/March 2013, to help with any queries or comments about the ‘Making Progress’ questionnaire, and July 2013, during the six-week pre-submission consultation period, to answer questions and receive comments.

Date	Village	Location	Contacts (approx)
29 th September 2012	Limpley Stoke	St Mary’s Car Park	65
6 th October 2012	Freshford	Memorial Hall	95
13 th October 2012	Limpley Stoke	Hop Pole Inn	55
20 th October 2012	Freshford	Memorial Hall	90
23 rd February 2013	Limpley Stoke	Hop Pole Inn	15
2 nd March 2013	Freshford	Memorial Hall	45
6 th July 2013	Freshford	Memorial Hall	
20 th July 2013	Freshford	Memorial Hall	



NP Surgery 29/09/12



NP Surgery 13/10/12



NP Surgery 02/03/13



NP Surgery 06/10/12



NP Surgery 23/02/13

Display barrow

This was used in conjunction with the Open Surgeries, to help draw attention to them and to provide a more approachable access point. The display on one side varied according to the current stage of the Neighbourhood Plan process.

- Initially, showing topics to be discussed by Working Groups
- Then revised to show initial conclusions of Working Groups
- Then revised again to show pages from 'Making Progress' questionnaire
- Then again to introduce the Draft Neighbourhood Plan

Initially, on the other side was a map of the neighbourhood.

- As part of a light-hearted quiz to identify photographs of locations in the neighbourhood
- And to help demonstrate points of discussion.

The barrow was also used as a point from which to hand out and receive comment forms. The comment forms were incorporated in a leaflet summarising the photo-quiz, which also enabled people to add their details to the Community Email Database.



NP Surgery - Barrow, showing Working Group summaries



NP Surgery Barrow, showing map and photo-quiz

Comment forms

These were offered to provide yet another way for residents to engage with the Neighbourhood Plan process.

To start with, the comment form was part of a leaflet incorporating the photo-quiz, see above.

- **18 forms** were returned with comments. As evidence that younger residents felt able to engage, one form was completed by a 12 year-old boy, one was completed jointly by a 14 year-old girl and a 15 year-old boy and one was completed on behalf of a young girl though no age was given. All comments were scanned and circulated to the Neighbourhood Plan Management Group and to appropriate Working Group Chairmen, so that they could be carefully considered.
- A further **17 forms** were completed by people who wanted to make sure that they received any future emails about the Neighbourhood Plan process. They were added to the Community Email Database.

A new comment form was produced in conjunction with the Draft Neighbourhood Plan, to facilitate further comments from residents during the six-week pre-submission consultation.

Involvement Quiz

With the headline 'Do you know your village', this was a light-hearted way to get involvement and to encourage residents to think about the sort of discussions being carried on within the working groups. 12 photographs of places around the neighbourhood showed issues and opportunities in the locality. The photographs needed to be matched to stickers on the map which was carried on one side of the display barrow.

The photographs were reprinted on the Comment Form leaflet, which many people took home with them.

There was no prize for the quiz but all Comment Forms returned were entered into a draw for £50 Marks & Spencer vouchers.

Candyboards

A local resident, Candy Harrison, produces distinctive noticeboards – Candyboards . Residents are familiar with these boards, which are displayed around the community to help advertise any important local event.

Candyboards have been used extensively to support any public meetings, surgeries and other activities connected with the Neighbourhood Plan process



Website

A considerable amount of content related to the Neighbourhood Plan process is hosted within the Freshford village website – FreshfordVillage.com. Each Working Group had a section, showing members, calendar of meetings, meeting summaries etc. In addition there were sections for Resources – commonly used documents etc – for the programme of Open Surgeries and for Frequently Asked Questions. The site is updated with each new phase of activity, though the older content remains for reference if needed. The Neighbourhood Plan section is the most-visited section of the Freshford website, receiving an average of 280 pageviews a month in autumn 2012.

Home Living in Freshford Transport Visiting Freshford

Freshford

Living in Freshford > Parish Council > Neighbourhood Plan > Resources > Neighbourhood Plan > content now superseded >

Working Group: Facilities and Services

We want to improve health, social and cultural wellbeing for all, and ensure facilities and services are in place to meet local needs.

Among other things, the Group will need to consider:

- Developing a joint village hub, which will include, if possible, proposals for an improved community hall, together with the pre-school and shop, and the surgery
- Developing and improving communications infrastructures, including mobile phone networks and broadband
- Support for small and medium sized businesses
- Improved provision and space for children and young people - this could include facilities at Browns Field.


Get Involved

Meet the Facilities Working Group

Meetings and discussion topics

Hila Newby - Chairman

Please contact Mike at mikewnewby2@btinternet.com if you have any suggestions, comments or queries about this working group



NP Website Facilities Group

Home Living in Freshford Transport Visiting Freshford

Freshford

Living in Freshford > Parish Council > Neighbourhood Plan > Resources > Neighbourhood Plan > content now superseded >

Working Group: Environment, Green Belt and the local Landscape

We want to protect and enhance our natural, built and historic environment within the Green Belt, Area of Outstanding Natural Beauty and Local Conservation Areas. At the same time we want to live in a vibrant community, which provides for and supports people of all ages.

Among other things, the Group will need to consider:

- Continued protection for the Green Belt, preserving the rural character of the community
- How the Tynins can be a 'village green' - open to all
- Supporting local agriculture and the preservation of trees, woods, the open countryside and the farming and wildlife it supports
- Considering approval for limited development that the community supports, while protecting our environment
- Using natural resources with care, minimising waste and pollution, and encouraging the use of renewable energy


ALL RESIDENTS OF FRESHFORD AND LIMLEY STOKES ARE ENCOURAGED TO PARTICIPATE

The Environment Group is working on your behalf. If you have any concerns or ideas relating to the Environment, Green Belt and Local Landscape that you would like to express, we would be glad to hear from you. Simply contact any member of the Group or email the Chair, Tom Harper, at tsharper@bt.com. (Please head your email 'Environment Issue' and provide your phone number. The Group will consider your comments when it discusses the topic concerned.)

Get Involved

Meet the Environment Working Group

Meetings Dates and topics to be discussed



NP Website 1Environment Group

Home Living in Freshford Transport Visiting Freshford

Freshford

Living in Freshford > Parish Council > Neighbourhood Plan > Resources > Neighbourhood Plan > content now superseded >

Working Group: Planning and Development

We want to drive and support sustainable development which delivers homes, businesses and infrastructure, helping our community to flourish as it meets present and future demands.

We will need to consider:

- How we can provide affordable housing, and homes suitable for the elderly
- Identifying areas where employment opportunities, business and housing development can be supported, but not in a way which jeopardises Conservation Areas, the Green Belt or our rural surroundings
- Improving access to open spaces and developing links between important hubs within our communities
- Maximising the use of buildings, including those currently under-utilised, and providing improved space for community use.


Get Involved

Meet the Planning Working Group

Meeting dates and topics

Chairman Hugh Delap

Please contact Hugh at hughdelap@gmail.com if you have any suggestions, comments or queries about this working group.



NP Website Planning Group

Home Living in Freshford Transport Visiting Freshford

Freshford

Living in Freshford > Parish Council > Neighbourhood Plan > Resources > Neighbourhood Plan > content now superseded >

Working Group: Transport and Movement

We want to create a safe environment for traffic on roads, pedestrian movements, cyclists, and accessible public transport.

We will need to consider:

- How pedestrian movement can be improved on the A36 in terms of speed limits and pedestrian crossings
- Encouraging 'shared space' initiatives, including 'virtual' pavements
- Developing footpaths and cycle ways and accessible river bridges
- Encouraging and supporting public transport, and its regular use
- How to discourage 'rat runs'
- Resolving car parking problems across both village areas.

Get Involved

Meet the Transport Working Group

Meetings and topics for discussion

Map of footpaths and bridleways

Chairman Bob Broadhead

Please contact Bob at bob.broadhead@btccsl.co.uk if you have any suggestions, comments or queries about this working group.

NP Website Transport Group

Home Living in Freshford Transport Visiting Freshford

Freshford

Living in Freshford > Parish Council > Neighbourhood Plan > Resources > Neighbourhood Plan > content now superseded >

Frequently asked questions

Contents

- What is the background?
- What is a Neighbourhood Plan?
- What is a Neighbourhood Plan?
- What is the Neighbourhood Plan?
- Why did Freshford and Limley Stoke decide to work together?
- How were the decisions taken to consider developing a Neighbourhood Plan?
- What is the Neighbourhood Plan?
- How does the Neighbourhood Plan affect the Parish Council?
- What is the Neighbourhood Plan?
- How can I have a say in the Neighbourhood Plan?
- What is the Neighbourhood Plan?
- What is the Neighbourhood Plan?
- What is the Neighbourhood Plan?
- What is the Neighbourhood Plan?
- What is the Neighbourhood Plan?

What is the background?

Freshford and Limley Stoke Parish Councils have decided to develop a Neighbourhood Plan which will provide a legal basis for residents to determine the future for our community - where and how we want to develop, and where we don't. The process includes the development within our communities of the Draft Plan, which is then submitted first to BANES and Wiltshire Councils and then to an Independent Inspector. After any amendments which may be required, the Plan is submitted to a referendum across the two villages. If it is approved by a majority of residents, the Neighbourhood Plan gains legal force and must be reflected in any future planning decisions that affect our community. This is a once-in-a-generation opportunity for us to take control over development in our two villages and we urge all residents to participate in the discussions. If you don't make your voice heard, how will we know what you want to happen? Working Groups have been set up to consider various aspects of the draft Neighbourhood Plan. They are detailed on this web site. Please contact the Neighbourhood Plan Co-ordinator, Ingrid Maher-Roberts, at ingrid.freshford@btccsl.co.uk with any more general comments or queries.

What is a Neighbourhood Plan?

A Neighbourhood Plan (NP) is a new way of helping local communities to influence the planning of the area in which they live and work. Introduced by the Localism Act 2011 it provides a legal framework through which a community can be directly involved in shaping its own future. Proposals to have a Neighbourhood Plan are first presented to the community and at a later stage are voted on in a referendum by adult residents of the area.

NP Website FAQs

Home Living in Freshford Transport Visiting Freshford

Freshford

Living in Freshford > Parish Council >

Neighbourhood Plan - Resources

The two County Councils have published our application for the designation of our neighbourhood area:

- Wiltshire County Council
- BANES

The interim reports - November 2012 - from the Working Groups can be viewed by clicking the links below.

Interim Reports from Working Groups
Planning and Development
Facilities and Services
Transport and Movement
Environment and Landscape

Resources

Neighbourhood Plan FAQs

Launch Leaflet - June 2012

Map of parishes - general

Map of parishes - footpaths

BANES NP Leaflet

Wills CC leaflet

Wills CC NP process chart

NP Regulations April 2012

EBHA workshop

Freshford Village Plan 2008

Limley Stoke Village Plan 2008

Environment Group Web Pages

NP Website Resources

Home Living in Freshford Transport Visiting Freshford

Freshford

Living in Freshford > Parish Council >

Neighbourhood Plan - Making Progress

Many residents of Freshford and Limley Stoke have contributed extensively to the discussions about our joint Neighbourhood Plan. We've had Open Meetings, Working Groups and Surgeries held in both our villages. We've had input from BANES and from Wiltshire County Council and from outside consultants. We're making progress - though there's a way to go yet!

The Neighbourhood Plan team has now put together a leaflet - 'Making Progress' - summarising the main proposals that have emerged so far as likely to go forward to our final Plan. 'Making Progress' incorporates a questionnaire to help gauge residents' feelings about these outline proposals and everyone in the community is warmly encouraged to let us know what they think. Click the front cover image, right, to download a copy.

'Making Progress' will be delivered to every household in Freshford and Limley Stoke between 20th and 22nd February and the replies will be collected, again from each household, between 4th and 6th March. If for any reason you should not receive a copy, further copies will be available from the Galleries Shop.

We are keen to hear from as many people as possible - including younger people and others who have a stake, for example if they work in the neighbourhood. So further copies of 'Making Progress' will be available so that everyone can have their say.

To support the distribution of 'Making Progress' we will again be holding the popular Neighbourhood Plan Surgeries on Saturday 23rd February, at The Hippo Inn, and Saturday 24th March, at Freshford Village Memorial Hall. You will be able to come along and speak to members of the Neighbourhood Plan team and ask any questions you may have about the leaflet/questionnaire and about the Neighbourhood Plan process.

'Making Progress' is emphatically not the Neighbourhood Plan but is an important part of the process. When the Plan itself is submitted for review we will need to show the degree of support in the community for the proposals it contains, so your views count. If you are broadly happy with the proposals it is important that you should say so. Your comments do not commit you in any way but will help your Councils decide what should go forward in our final Neighbourhood Plan.

Neighbourhood Plan Diary

Thursday, 7 March

9:30am - 11:30am Neighbourhood Plan Management Group

Monday, 11 March

2:00pm - 4:30pm Neighbourhood Plan Planning Group

Thursday, 14 March

9:30am - 11:30am

More information

Documents and other resources

Earlier NP content - including Working Group papers



NP Website Making Progress, showing Calendar

Emails

At the early stages of the Neighbourhood Plan process email addresses from various sources were used to communicate. It was realised that effective email communication would be highly desirable to support the Neighbourhood Plan and other community communications so a concerted effort was made to pull together an opt-in Community Email Database.

Current counts are shown below.

<i>Community Email Database</i>	Total email addresses	Households
Freshford	185	160
Limpley Stoke	152	133
Other Neighbourhood Plan	16	

Local Newsletters

The Limpley Stoke Clarion – published 11 times a year – and the Freshford Bulletin – published 4 times a year – are both valued communications within the communities. They are distributed locally in printed form and are also available online – at **www.limpleystoke.org** and **FreshfordVillage.com** respectively. They have been used to provide updates on the Neighbourhood Plan process and to give news of upcoming activities.