

Berinsfield Publication of  
Neighbourhood Planning Area  
Consultation Statement  
October 2013

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# Introduction

## The purpose of this document

1. This document provides a record of the publication that took place regarding the Berinsfield Neighbourhood Development Plan Area and related Neighbourhood Planning Body. The main methods used to promote the publication process are also documented, along with the main findings from the publication. As this was only a publication process and not a more open consultation, the response rate is not expected to be high.
2. This formal publication period provided members of the public and other key stakeholders an opportunity to submit comments on the proposed neighbourhood plan area and proposed neighbourhood planning body for Berinsfield. The proposed neighbourhood planning body is Berinsfield Parish Council and the proposed neighbourhood planning area is shown in appendix 1 along with the rest of the parish council's application.

## Regulations and government guidance

3. The regulations associated with this first stage of neighbourhood planning provide guidance on the criteria to be included for this phase. Within this publication, we as the local planning authority must publicise on our website:
  - a copy of the area application
  - details of how to make representations; and
  - the deadline for the receipt of those responses and representations, being not less than 6 weeks following the date on when the application is first publicised<sup>1</sup>.
4. In support of the neighbourhood planning process, the district council has produced a guidance document to clearly identify what support neighbourhood planning groups can expect from us.

## Publication timescales

5. The publication period for this stage of the neighbourhood development plan process must cover a minimum period of six weeks<sup>2</sup>. The proposed publication period is from the 24 July to the 11 September 2013. We are proposing a seven week publication period.

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<sup>1</sup> Regulation 6, Town and Country Planning, England – The Neighbourhood Planning (General) Regulations, April 2012

<sup>2</sup> Regulation Six Town and Country Planning, England – The Neighbourhood Planning (General) Regulations, April 2012

6. Our Statement of Community Involvement does state that where possible we will try and avoid known holiday periods when producing our documents<sup>3</sup>. Unfortunately, part of this publication period ran over the main summer holiday. As a compensatory measure we have extended the consultation to seven weeks from the usual six.

Timescales break down as follows:

Publication period	24.07.13 – 11.09.13
Cabinet meeting date or delegation	w/c 7.10.13 TBC

### **Previous consultation**

7. This matter has not been the subject of previous consultation. The parish council are at the earliest stages of their neighbourhood plan development process.
8. Berinsfield Parish Council were party to a joint event with the district council. A decision was taken to offer Berinsfield Parish Council an opportunity to participate in a joint Local Plan: Sites and General Policies event. This was due to the fact that the formal designation of Berinsfield's Neighbourhood Plan Area was still undecided. This event was conducted on 17 August 2013. Information gained will either be used for the further development of the local plan or development of the Berinsfield Neighbourhood Plan.

## **Publication activities**

9. A full breakdown of the consultation activities is provided within the consultation plan. This is available to view in appendix two. A copy of the formal public notice, which started the publication process, is available to view in appendix three. We liaised with the clerk for the affected area to try and establish the most suitable mechanisms to take forward. The local knowledge of the clerk/neighbourhood planning group is important in ensuring that this publication process utilises the most appropriate mechanisms with the limited resources available to us. This approach has also allowed us to make use of their local contacts and networks.

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<sup>3</sup> Statement of Community Involvement, South Oxfordshire District Council – July 2006

## Publication responses

10. In total we received 11 responses to the publication. These numbers were low, but is generally in keeping with a lower response rate that we receive with neighbourhood plan area consultations. We received 2 comments in support and 1 formal comment of objection. The remaining number either offered no comment or no firm objection or support. The breakdown of responses received are

Email	8
Web consultation system	3
Letter	0
<b>Total</b>	<b>11</b>

### Key issues generated

11. A full summary of the consultation responses received is available to view in appendix four. The comments in support of the area designation welcomed the identified area. The formal objection received raised concerns on the parish council's ability to deliver an inclusive neighbourhood plan incorporating the needs of young people. Other comments received either provided further guidance on elements to include within the production of a neighbourhood development plan or no comment.

## Outcomes

12. The results of this publication will be used by the council to decide whether or not to approve the Berinsfield Neighbourhood Planning Area and body for the neighbourhood planning process to be undertaken by Berinsfield Parish Council.

## Appendix 1 Berinsfield Neighbourhood Plan Application

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# Berinsfield Parish Council

Highsett,  
Alchester Road  
Chesterton, Bicester  
Oxon, OX26 1UN

Tel 01869 354135

e.mail [Berinsfieldpc@aol.com](mailto:Berinsfieldpc@aol.com)

Mrs. Annette Loveland  
Clerk to the Council  
/AL

5<sup>th</sup> July, 2013

To: South Oxfordshire District Council

**Berinsfield Parish Council – Proposed Neighbourhood Development  
Defining the Neighbourhood Area.  
Statement explaining why this area should be designated as a Neighbourhood Area.**

Berinsfield Parish Council agreed that the area within the blue boundary on the attached map should be the designated neighbourhood area.

The area within the highlighted line follows the Berinsfield Parish boundary line and is therefore suitable to be designated as a neighbourhood area.

Berinsfield Parish Council would like to make policies and plans to cover the area covered by the attached plan.

Annette Loveland  
Clerk to Berinsfield Parish Council



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Tel 01869 354135

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Mrs. Annette Loveland  
Clerk to the Council  
/AL

5<sup>th</sup> July, 2013

To : South Oxfordshire District Council

**Berinsfield Parish Council – Proposed Neighbourhood Development  
Defining the Neighbourhood Area.**

**Statement that Berinsfield Parish Council is the relevant body for the purpose of Section 61G of the 1990 Act.**

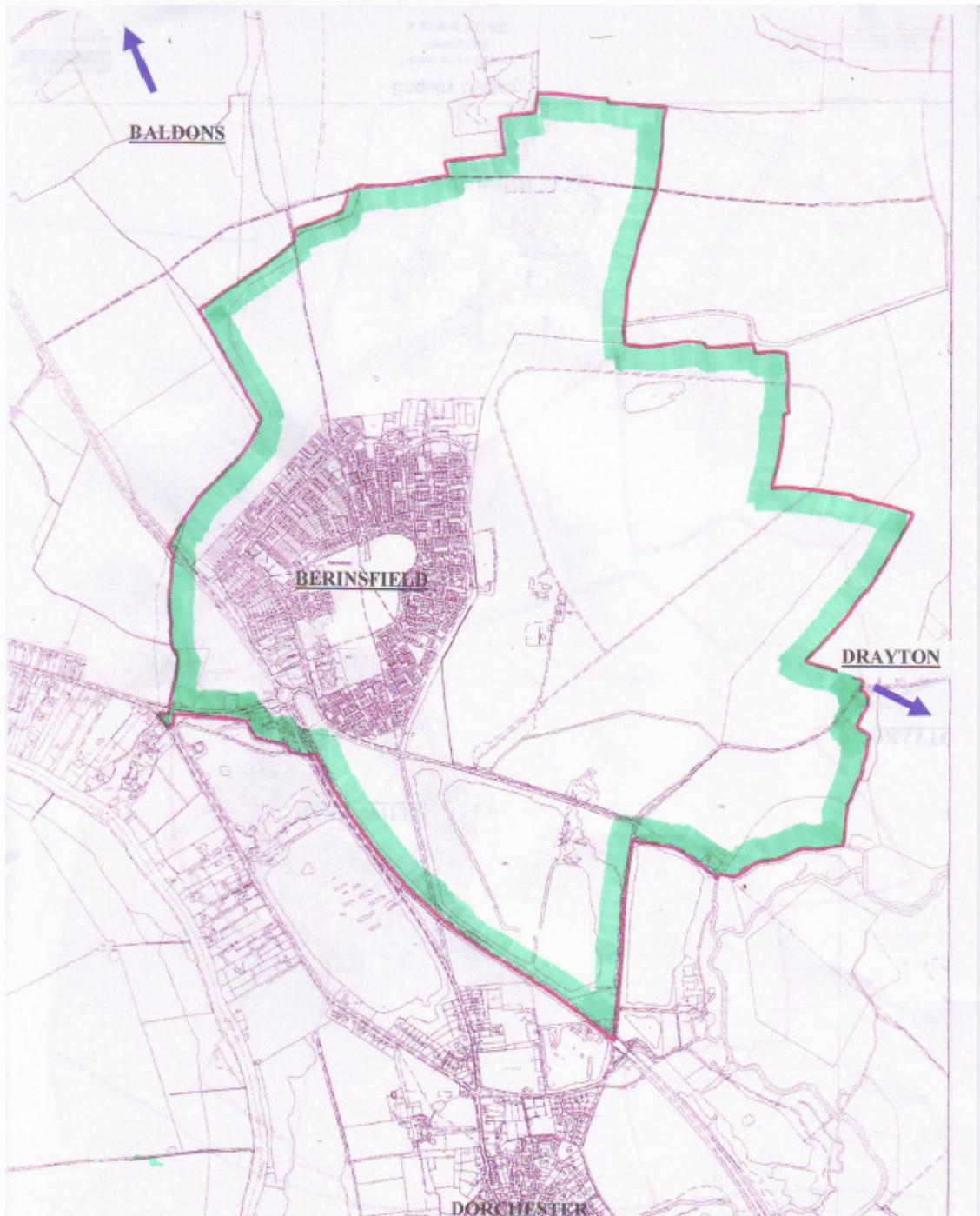
Berinsfield Parish Council is the elected Council for Berinsfield and therefore the designated body responsible for the future development of this area.

Annette Loveland  
Clerk to Berinsfield Parish Council

MAP OF THE PARISH OF BERINSFIELD

5.7.13

THE AREA WITHIN THE BLUE BOUNDARY ON THE ATTACHED MAP SHOULD BE DESIGNATED NEIGHBOURHOOD AREA.



## Appendix 2 Berinsfield Publication Plan

Proposed method of publicity	Aim	Date
Hard copies of publication material available in the district council offices	To provide an opportunity for local communities to access hard copy version of the proposed publication area and neighbourhood planning organisation.	23.07.13
Information sent out to adjacent parishes	To maximise communication between adjoining parish councils and the identified neighbourhood planning area. Identified parishes are Dorchester, Clifton Hampden, Marsh Baldon, Stadhampton, Drayton St Leonard and Warborough.	23-24.07.13
Correspondence sent out to targeted stakeholders from the planning policy consultation database.	To improve the notification process associated with the Berinsfield Neighbourhood Plan Area publication process. The stakeholders that were targeted were all statutory stakeholders, all planning agents and landowners and all those with a Berinsfield reference within their address details.	23-24.07.13
Press notice released to Herald Series	To help widen the notification process and pick up local community representatives un aware of the neighbourhood plan process.	Press advert running on Wednesday 24.07.13 submitted by 19.07.13
Documents displayed in Berinsfield library	To help provide reference point for consultees wishing to access the information from a localised source.	23-24.07.13
Information held on the council's website.	To provide a quick and easy method of obtaining publication data. We have also taken the opportunity of setting up a general neighbourhood planning section to again increase the ease of which information can be accessed from the web. The consultation will be conducted through the council's consultation portal.	Live on 24.07.13
Additional key contacts supplied by the parish council	To provide specific information on the consultation process regarding the neighbourhood plan area consultation.	23-24.07.13
Information on Berinsfield Parish Council's website	To help widen the notification process and improve information being disseminated to the local community. A specific neighbourhood planning section will be developed.	24.07.13
Information/posters displayed on notice-boards around the parish	To help widen promotion of the neighbourhood planning area publication at a local level.	Throughout consultation period
Local newsletter Your Village Voice	To help widen the notification process and improve information being disseminated to the local community.	Article submitted 24 Jul running Aug

## Appendix 3 Notice of consultation



SOUTH OXFORDSHIRE DISTRICT COUNCIL PUBLIC NOTICE  
Notice of publication of proposed Neighbourhood Plan Area for the Berinsfield  
Neighbourhood Plan  
Town and Country Planning (General) Neighbourhood Planning Regulations  
2012 and Localism Act 2011

### **Name of proposed Neighbourhood Area:**

Berinsfield

### **The subject matter**

Berinsfield Parish Council as a relevant body has submitted proposals to conduct a Berinsfield Neighbourhood Plan. The proposed area follows the parish boundary, but you can view the details of the area proposed and confirmation of this statement by visiting [www.southoxon.gov.uk/neighbourhoodplans](http://www.southoxon.gov.uk/neighbourhoodplans). The neighbourhood plan is a way for the parish council to help shape how their community develops over the coming years

This is not formal consultation on the neighbourhood plan, merely the identification of the potential neighbourhood plan areas for the settlement.

### **How to respond**

We are opening a seven week consultation period (as the period runs over the summer holiday period). This starts from 24 July until 11 September 2013. This is an opportunity for comment on the proposed area.

You can send your comments through to [planning.policy@southoxon.gov.uk](mailto:planning.policy@southoxon.gov.uk) or register and comment using our online consultation portal at [consult.southandvale.gov.uk/south](http://consult.southandvale.gov.uk/south). Please be aware that all comments that we receive will be publicly available and may be included on our website.

## Appendix 4 summary schedule

### Berinsfield Neighbourhood Plan Area Consultation

Consultee	Is the area suitable	Comments	Officer comments
<a href="#">Mr Scott-Ely</a>	Yes	Supports the identified area as parish boundary was redefined as recently as 2000. Identified area covers the whole parish including that identified within the green belt	Noted
<a href="#">Mr Crocker</a>	No	Strongly feels that the parish council does not represent the full opinions and needs of the younger generation of the village as a whole. Also feels that the area of responsibility they wish to have is too wide especially when they have trouble meeting the needs of the younger generation in the village itself.	As identified in the Localism Act Berinsfield Parish Council as a relevant body is the appropriate body to undertake a neighbourhood plan. This issue is not a matter that concerns the appropriateness of the area designation. We will support the parish council in its attempts to ensure that their neighbourhood plan is as inclusive as possible.
<a href="#">Mr Denslow</a>	Yes		Noted
<a href="#">Marine Management Organisation</a>		No comments	Noted
<a href="#">Aylesbury Vale District Council</a>		No comments	Noted
<a href="#">Natural England</a>		Provided some additional guidance material, which may be useful in the production of neighbourhood plans.	This information has been supplied to the parish council undertaking the neighbourhood plan.
<a href="#">The Coal Authority</a>		No comments	Noted
<a href="#">Highways Agency</a>		Highlights that it will only be concerned where issues generate impacts on the strategic road network.	Noted
<a href="#">English Heritage</a>		Has no objection, but has provided further information on how heritage can be incorporated within emerging neighbourhood plans.	This information has been supplied to the parish council undertaking the neighbourhood plan.