

Kidmore End Neighbourhood Development Plan



Consultation Statement



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Kidmore End Parish Neighbourhood Development Plan

CONSULTATION STATEMENT

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(A) Introduction

This Consultation Statement has been prepared in compliance with the Neighbourhood Planning (General) Regulations 2012 (“the Regulations”) Part 5 sections 14 and 15 (http://www.legislation.gov.uk/uksi/2012/637/pdfs/uksi_20120637_en.pdf).

The contents of this Consultation Statement are intended to meet the requirements of the Regulations by providing the following:

- Details of the persons and bodies who were consulted about the Kidmore End Neighbourhood Development plan - KENDP.
- An explanation of how they were consulted.
- Summarises the main issues and concerns raised by the consultees; and Describes how these issues and concerns have been considered and, where relevant addressed in the proposed KENDP.

This Consultation Statement sets out:

- The background to the preparation of the Kidmore End Neighbourhood Development plan, including the initial decision by the Kidmore End Parish Council to create a Neighbourhood Development Plan NDP and the following community engagement meeting supporting this decision.
- A summary of the community engagement meetings, surveys and responses to feedback that has shaped and informed the plan.

In carrying out each community consultation, the aims of the KENDP were:

- To engage fully and regularly with the population of Kidmore End Parish (KEP);
- To be as clear and consistent in our messages as possible.
- To ensure that the population of KEP were able to contact the Steering Committee easily and freely.
- To ensure that all sections the KEP population felt equally able to have their say and be listened to.
- To focus on the future of our Parish, without overlooking current needs and concerns.
- To provide regular and accessible updates on the KENDP and the outcomes of consultations.
- To consult at key moments in the process, giving clear context; and
- To be open and not presumptuous.

(B) Background to the Plan

Kidmore End Parish Council took the decision to embark on a NDP by resolution dated 19th July 2017 3.13 (v) This was in the context of

- increasing frequency and size of planning applications within Kidmore End Parish
- the boundary of Kidmore End Parish with Reading was coming under increasing pressure
- SODC's Local Plan was emergent, it identified Kidmore End Village as a Smaller Village and thus likely subject to a housing target to be met between 2011 and 2035, although SODC's housing target for Smaller villages has since been removed in SODC Local Plan 2011 - 2035.
- government and SODC backing/positive promotion for NDP process
- to be proactive and positive in planning for the future of the parish

It was decided in the earliest meetings of the Steering Committee and in consultation with SODC that initial Community Engagement activities could and should be carried out without significant spend and without the need to engage a paid consultant or adviser.

SODC were extremely hands on in this regard, hosting numerous courses about Community Engagement which members of the Steering Committee attended and latterly spoke at. In addition SODC's Community Engagement team were available for meetings, to review documents and questionnaires and provided a "critical friend" service throughout this early Community Engagement Process. Advice was also given regarding the analysis of our Community Engagements and resources provided in order that we could map demographics to check for statistical validity and anomalies.

Within the Steering Group there is experience and knowledge of drafting, questionnaire writing, data handling and analysis and it was thus thought that these skills should be fully utilised. SODC agreed with and supported this approach. The Steering Committee aimed to meet monthly wherever possible and notes of the minutes from every meeting are posted on the Kidmore End Parish Council website. From 2020 some of the agendas for the meeting have also been posted on the website

The Steering Group is committed to engagement with the community and in soliciting feedback to the extent practicable. To this end, events and questionnaires have been publicized in the following manner where appropriate:

- the Kidmore End Parish Council website, which is updated regularly with content regarding the NDP
- leaflet/survey drops
- posters posted throughout the community
- letters to landowners via post and email
- The Parish Council Newsletter
- local media (the Henley Standard)
- emails to residents with subscription to website

The website (<https://www.kepc.info>) holds all publicly available documents, meeting minutes and other supporting materials.

(C) Consultation and Engagement at Key Stages

1. Introductory Community Meeting July 2017

KEPC hosted a public meeting at the Pavilion at Gallowstree Common on 7 July 2017 to introduce the idea of a neighbourhood plan to the community and to gauge community interest. To that end, the meeting set out to:

- discuss how a Neighborhood Development Plan (NDP) would affect the Parish.
- give parishioners the opportunity to be updated about NDPs and ask questions, and
- find out, if there is a decision to go forward with a NDP, whether there are parishioners who would be willing to be on a steering committee or support with the survey.

This meeting was publicised via the KEPC website and the Henley Standard.

The meeting was to give residents the opportunity to understand what an NDP entailed and why it might be important for KEP. Additionally it was hoped that residents would take the opportunity to ask questions as well as volunteer to assist with the NDP. Ultimately KEPC wanted to ascertain that the community were broadly in favour of the decision they had taken and raise the profile and start communicating about the NDP.

The meeting was chaired by Sue Biggs, chair of KEPC and Riccardo Rios, a planning officer from South Oxfordshire District Council, lead for the NDP team. Both took questions.

Approximately 70 residents attended the meeting and by a show of hands at the close of the meeting, it was shown that a significant majority agreed with the decision to create a NDP for KEP.

It is felt that this meeting was a vital first step in gauging levels of community interest and support as well as ensuring that news about the NDP was communicated to the parish.

Please refer to this link to view the PowerPoint presentation from this event:

<https://www.kepc.info/wp-content/uploads/2017/07/7th-July-NDP-Plan-Kidmore-End-Parish-Council.pdf>



2. Two Community Events February 2018

Two public community events were held on in February 2018. The first was held on Saturday 24th February 2018 from 10 am to 3 pm at Kidmore End Primary School and the second was held on Wednesday 28th February 2018 from 7pm to 9pm at the Kidmore End Parish Rooms. The events were identical in substance aside from the dates and locations. It was believed that two meetings, at two different times of the week, would maximise the community's opportunity to attend. Over 130 members of the community attended both meetings.

The idea was to continue informing the community about the KENDP, invite comment and learn more about the community's needs.

The events were publicised by a mailing dropped by volunteers to every house in Kidmore End Parish, plus the events were advertised at the local school and pubs and pinned to each village's parish noticeboard. The events were also publicised in the Henley Standard. Each member of the Steering Committee was encouraged to directly contact their friends and neighbours to encourage them to attend.

Information Boards were drafted, planned and approved by SODC to provide visual and written information about the neighbourhood plan for attendees. These provided information related to:

- the Area of Designation, information about AONB land
- timescales and diagrams showing how an NDP is adopted
- general information about each part of the process and where community input is required
- the Oxfordshire Strategic Housing Market Assessment ("SHMA") map for the Parish.

Information boards can be viewed in this link:

<https://www.kepc.info/wp-content/uploads/2018/03/Kidmore-End-NDP-Boards.pdf>.

Steering Committee members attended each event and were available to discuss the NDP and listen to questions and concerns.

Attendees were asked to sign in and provide their email addresses, if they were either interested in volunteering or if they would like to be updated by email about the NDP.

In order to ascertain what the views of the Parish were at this time; it was agreed to embark on a simple questionnaire to be circulated at the two events held in February.



3. Questionnaire February 2018

From the two events in February 2018, 126 completed questionnaires were received from the community. It was noted that Kidmore End villagers returned a disproportionately high number of responses. This was attributed to the fact that Kidmore End Village was most likely to be affected by

any new housing and because the events were held in Kidmore End Village. It was agreed to endeavour to use other locations for events where possible in future.

Key themes were identified from the questionnaire, as set out below:

- Rurality and AONB were the most valued aspects of living in the parish.
- Roads, road safety and traffic were regularly mentioned
- Traffic and road safety were the most popular concerns
- The potential for Reading sprawl was the second most popular concern followed by the preservation of village boundaries.
- Affordability of housing was also a key theme.

It was felt appropriate that the events in February and results from the corresponding Questionnaire would enable the Steering Committee to ensure that the 2018 Housing Survey was tailored, where appropriate, to reflect the concerns and issues that were emerging from our community.

Additionally, as KEPC had conducted Housing Needs Surveys in both 2004 and 2014, themes that emerged could be tested against data gathered in 2018. In both the Questionnaire and Household Survey, it was felt crucial to provide some degree of open questioning to ensure that issues weren't missed based on the conclusions we were reaching at each stage.

Once the questionnaires had been read, analysed and recorded, it was agreed that in terms of the Housing Survey, understanding questions of affordability and size of new housing was key in establishing what the Parish needed, and that this should go towards the Household Survey Objective. From reading the questionnaires, it was clear that the "affordability" referred to was less about affordable housing in a technical sense, and more about the pricing and size of houses attracting young families and individuals to the Parish. In particular, a development in Tokers Green that had quickly sold 2 and 3 bedroom homes but had taken over a year to sell 5 bedroom homes was highlighted. Downsizing within a beloved community was also mentioned.

Based on feedback from the questionnaires, it was agreed that protection of the rurality of the Parish should be prioritised in terms of policy writing, as well as preservation of Village Character and open countryside between the Parish and neighbouring settlements. Road use and Road Safety are of significant concern and importance to the respondees. It was agreed that where possible this would be factored into the NDP in terms of Policy and/or in terms of Site Allocation.

Anyone who had directly put their land forward since the NDP was announced would receive acknowledgement and confirmation that the Steering Committee would be in touch in due course.

SODC confirmed that they agreed with our conclusions and next steps however they raised a query regarding the validity of the number of responses in the context of the whole Parish. It was agreed that this was a starting point and that the next step, the Housing Survey, would be based upon the key themes highlighted by parishioners in the survey questionnaire findings but have scope for new issues and concerns.



4. Household Survey May 2018

The Kidmore End Parish Neighbourhood Development Plan Household Survey was circulated the weekend of 22 April 2018 and collected by 6 May 2018. The Household Survey was available online, and additionally a hard copy of the survey was hand dropped to every household in the Parish. Two briefing sessions were held for volunteers who distributed the surveys on 17 and 18 April 2018. Everyone over the age of 16, who resided in the Parish, was invited to respond.

There were:

- 550 responses to the survey: The Parish has approximately 552 households (there was the opportunity for members of a household to return more than one questionnaire).
- 459 surveys were completed online via Survey Monkey
- 91 were completed paper surveys

A summary of key findings are set out below:

- Residents who are considering moving house in the next 5 years expressed the greatest need for 3 bedroom homes, with a slightly greater need for bungalows than houses
- General consistency of responses across villages and age groups
- Overall, the key themes are consistent with the feedback provided at the initial community engagement events in February from the community
- 317 comments were provided relating to what people love and cherish about the Parish
- 282 comments were provided relating to what people would like to see covered in the NDP
- Protecting the rural and small community feel were strong themes
- Residents of the Parish feel strongly about the beautiful countryside surrounding our villages and want to protect the village and parish boundaries
- Respondents feel that consideration should be given to the impact of new developments on local roads (traffic volume, speed, state of repair)
- Respondents also expressed concern for the pressure that any significant development would put on existing infrastructure and amenities (particularly those in Sonning Common)

5. Call for Sites June 2018

Following the Household Survey, a call for sites for the Neighbourhood Development Plan was initiated in May 2018. The NDP group put a notice in the Henley Standard for a week, informing residents of the Call for Sites process in the Parish, and this notice also went onto the Kidmore End Parish Council Website and on posters throughout the Parish. At the end of the allocated period

there were 21 sites from the South Oxfordshire District Council - Strategic Housing and Economic Land Availability Assessment SHELAA and call for sites process. The call for sites register, including a map of all sites, was posted on the website in November 2018.

6. Two Community Events September 2019

Two community events were held in September 2019 where the community was invited to review the Steering Group's work in progress on housing allocation, the progress of the Neighbourhood Development Plan, and the NDP policies for KEP.

The events were held on Saturday, 14 September from 11 am to 3 pm at Kidmore End Primary School, and on Saturday 21 September from 2 pm to 5 pm at Diamond Jubilee Pavilion, Gallowstree Common. Two dates were chosen, with different timings and locations throughout the Parish, in order to allow for the as many members of the community as possible to participate.

The events were well publicized throughout the parish including in the Parish Newsletter, the Parish website, and posters hung around the Parish in various locations (included as Appendix [GE3 (a)]).

The aim of the events was to:

- **Provide an overview** of the activities the KE NDP Steering Group has been working on since the Household Survey was carried out
- **Explain the information and evidence** that have been gathered to support the key decisions needed to complete the NDP
- **Communicate the Steering Group's proposal** for the objectives, policies and approach to housing allocation in the NDP
- **Give the evidence behind the proposal of one housing development in the village of Kidmore End**
- **Gather residents' feedback** on all the above to ensure the NDP delivers on the housing related issues that are most important to the local community.

Large display boards were created and displayed at the events with the information set out in the link: <https://www.kepc.info/wp-content/uploads/2019/09/KEPCpanelslo.pdf>.

The display boards were set out as stated below:

- The Housing Allocation proposal – details of the site including an aerial map
- The NDP in Context – a flow chart of the National Planning Policy Framework, the Oxfordshire Plan 2050, and local plans, with details explaining each and the legal weight attached.
- Moving Targets – explaining the growth targets and the complexities of the various plans
- The Household Survey – setting out the responses of the household survey taken in May 2018, to which 550 responses were received.
- Vision, Objectives and Policies – explaining the vision, objectives and policies of the NDP including a diagram of the proposed policies and how they support the policy objectives
- Landscape Sensitivity Survey – details of the survey initiated by the Steering Group through an independent consultancy, Terra Firma Ltd.
- Area of Outstanding Natural Beauty – a map showing the areas of the Parish within the AONB

- Call for Sites Process – a summary and explanation of the process
- AECOM’s Site Options & Assessment - explanation of the report completed by AECOM
- A map showing the placement of all the sites assessed
- A Green/Amber/Red Table setting out the sites and their ratings
- The Rational for Housing Allocation – setting out the Steering Group’s rational for a housing allocation in the parish which including the following factors: household survey; site assessment; sustainable, organic growth; and protection against speculative development.
- Housing Grown in Kidmore End Since 2011 – a table and chart showing growth from 2011 in the parish.
- Environment and Sustainability Background- two posters included explaining the Climate Change Act of 2008 and the declaration of a Climate Emergency by Oxford County Council and South Oxfordshire District Council.
- Evidence Gathered – an explanation of the reports and studies underpinning the Steering Group’s assessments as well as the topic paper generation by the Steering Group
- Keep Information and Stay Involved - an invitation to join the Steering Group and a list of current members. Also included was a list of relevant website links.
- Neighbourhood Plan Key Decisions - setting out the key decisions of the Neighbourhood Plan
- Neighbourhood Plan Timeline – a timeline of phases 1, 2,3 and 4 of the Neighbourhood Development Plan (phase 1: NDP set up and initial Community Engagement; Phase 2. Evidence Gathering with support from independent experts; Phase 3: Summary of evidence and engagement with the community on current recommendations; Phase 4: Writing the NDP and gaining ratification).



7. Questionnaire September 2019

All attendees were asked to complete a survey before leaving the events of September 2019. Members of the Steering Group, and SODC, were present at the events to speak with residents and answer any questions that they might have.

The survey was promoted at the two events, by email, in the parish newsletter, on a flyer delivered to every household, on the parish website and via Facebook. The questionnaire was open through to 25.10.2019 and extended to enable residents who had missed the deadline to respond to 2.11.2019. 129 responses were received from the survey.

The survey included 12 questions, available at <https://www.kepc.info/wp-content/uploads/2019/11/Community-Survey-2019-Results-Final.pdf>.

Overall, the results of the survey strongly supported the proposals and recommendations put forward by the Steering Group. The results were posted on the website in November 2019 following the closing of the survey.

8. Events/Information between September 2019 and November 2020

Due to the COVID-19 crisis, the Steering Group was unable to hold live public events. An outside community event was planned, but this plan was reviewed and cancelled due to the ongoing restrictions. Instead, the Steering Group actively updated the website with documents and information to inform the public about the process and provide updates.

These included:

- A Q&A was posted in January 2020 (and updated in July 2020)
- An updated Topic Paper was published February 2020
- A Local Planning Matters Update was published May 2020 – An update for the community regarding the NDP progress in light of COVID-19 as well as providing updates on SODC emerging local plan, planning applications to Reading Borough Council for development at Reading Golf Club, Reading Transport Strategy 2036 and Consultation and NDP Update

9. Pre-Submission Consultation – 7 November 2020 to 16 January 2021

A Regulation 14 pre-submission consultation started on 7 November 2020 and ended 16 January 2021. The Steering Group decided to extend the original end date of the consultation to ensure that all residents had an opportunity to review all information and documents (there was one document updated during this time on the website, which was available for a 6 week period).

During the consultation period, posters were hung throughout the parish publicising the consultation period, and flyers were distributed to all households twice throughout the consultation period (copies are available to view on request). A survey was also open throughout this period and all parish residents were encouraged to submit their views. To ensure that everyone throughout the Parish was able to access documentation and respond if they didn't have access to the internet, a telephone number was on posters and flyers and hard copies of the documentation were available to borrow. Residents were encouraged to contact the Steering Group via, the survey, and through email comments. It was also possible to respond via telephone and post

During this time, a small group of residents formed a group called "Keep Kidmore End Green" or KKEG. KKEG hung posters and distributed flyers stating a viewpoint on the NDP. The KKEG flyers and posters were quoted verbatim in the survey, corresponding to time periods after the KKEG flyers/posters were circulated.

A summary of the results of the survey and the results of comments in response to the consultation period are attached here as in the Annexes, including the Steering Groups' responses to comments.

Stakeholders, landowners and agents were contacted via email with information about the Regulation 14 consultation. A link was sent in the email to the relevant documents on the Kidmore End Parish Council website. The email was sent on 6.11.2020 and a further email giving information of the extension to the consultation period was sent on 27.11.2021 by the clerk to the parish council.

Link - <https://kepc.info/2020/11/07/kidmore-end-ndp-regulation-14-consultation/>



KIDMORE END PARISH COUNCIL
OXFORDSHIRE

Below is a list of all statutory bodies who were contacted.

Statutory consultation bodies	Organisation
a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority	Oxfordshire County Council
a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority	Oxfordshire County Council
a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority	South Oxfordshire District Council
a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority	Vale of White Horse District Council
a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority	Reading Borough Council
a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority	Sonning Common Parish Council, Goring Heath Parish Council Mapledurham Parish Council Eye and Dunsden Parish Council Woodcote Parish Council Checkendon Parish Council Rotherfield Peppard Parish Council
Local Councillors	District and County Council
MP	John Howell
The Coal Authority	The Coal Authority
The Homes and Communities Agency;	Homes England
Natural England;	Natural England
The Environment Agency;	The Environment Agency;
the Historic Buildings and Monuments Commission for England	Historic England
Network Rail Infrastructure Limited (company number 2904587); Network Rail Infrastructure Limited (company number 2904587);	Network Rail
a strategic highways company - any part of whose area is in or adjoins the neighbourhood area; (ia) where the Secretary of State is the highway authority for any road in the area of a local planning authority any part of whose area is in or	Highways England



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adjoins the neighbourhood area, the Secretary of State for Transport;	
Chiltern Conservation Board	Chiltern Conservation Board
CPRE	Countryside charity
the Marine Management Organisation(6);	Marine Management Organisation
Any person who	
to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003; and	BT
who owns or controls electronic communications apparatus situated in any part of the area of the local planning authority;	EE
who owns or controls electronic communications apparatus situated in any part of the area of the local planning authority;	Three
who owns or controls electronic communications apparatus situated in any part of the area of the local planning authority;	EMF Enquiries - Vodaphone & O2
where it exercises functions in any part of the neighbourhood area —	
a clinical commissioning group established under section 14D of the National Health Service Act 2006;	Oxfordshire Clinical Commissioning Group
the National Health Service Commissioning Board;	NHS England
a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	Avison Young (on behalf of National Grid)
a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	National Grid
a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	Cadent
a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	Scottish and Southern Energy Power



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a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	UK Power Networks
a sewerage undertaker; and (v)a water undertaker	Thames Water - Developer Services
Sports Club	Kidmore End Cricket Club
bodies which represent the interests of different religious groups in the neighbourhood area;	Kidmore End Parochial Church Council
bodies which represent the interests of disabled persons in the neighbourhood area.	The Maples, Disability trust Tokers Green,
bodies which represent the interests of persons carrying on business in the neighbourhood area	Vines Farm
bodies which represent the interests of persons carrying on business in the neighbourhood area	Ian Kendrick Landscaping
bodies which represent the interests of persons carrying on business in the neighbourhood area	Brakesapear
bodies which represent the interests of persons carrying on business in the neighbourhood area	K9 woodland services,
bodies which represent the interests of persons carrying on business in the neighbourhood area	Run dog run
bodies which represent the interests of persons carrying on business in the neighbourhood area	New Inn Public House, Kidmore End
bodies which represent the interests of persons carrying on business in the neighbourhood area	Lime Marquees
bodies which represent the interests of persons carrying on business in the neighbourhood area	Chalkhouse Green Farm
bodies which represent the interests of persons carrying on business in the neighbourhood area	Abbey Rugby Club
bodies which represent the interests of persons carrying on business in the neighbourhood area	Chalkhouse Childcare Services
Additional Bodies	Kidmore End Primary School

The full list of comments received and action points can be found in [Annex 2](#). This includes responses to the online survey and the email responses.

Conclusion This Consultation statement, together with the supporting documents in Appendices to this Statement are considered to comply with Section 15(2) of part 5 of the 2012 Neighbourhood Planning Regulations.

Appendices: All appendices are in separate documents

Appendix 1: Table of Community Engagement

Appendix 2: Regulation 14 Comments and Responses

- A. Regulation 14 Consultation Survey Feedback - 2021
- B. Regulation 14 Comments by email/post – 2021
 - Bi Attachments sent via email with comments and letters 2021

Permission gained from individuals to place photographs in this document