

# Silverton Parish Neighbourhood Plan

2013 - 2033

## Consultation Statement

Draft Reg 16 - Version 5 Approved by Silverton Parish Council



Silverton Neighbourhood Development Plan Proposal - Consultation Statement, provided to Mid Devon District Council from Silverton Parish Council

Version		
4	Reg 14 - Version 4 Submission to Silverton Parish Council	November 2022
5	Reg 16 - Version 5 Submission to Mid Devon District Council	December 2022

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## B. Introduction and Overview

### 1. Introduction to the parish and the community

Silverton Parish consists of the village of Silverton and Ellerhayes and the surrounding rural area with farms and small clusters of housing. Silverton has a centre with a shop and school, community hall, 2 pubs, 3 churches, and several community recreational spaces. It is a community focused village with low numbers of people leaving the village and demand for housing is high. The village meeting places, organisations and interest groups and outdoor recreational spaces offer informal discussion venues.

Social media now plays a large part in this discourse with various popular networks linked to local information.

The 2011 census estimated that Silverton Parish had a population of around 1490. One-person households comprised over 30% of all local households. Over 75% of all houses in the Parish are owner-occupied. Less than 10% can be categorised as 'social rented' homes. Of these 839 households 90 are outside the Silverton and Ellerhayes village areas.

Most parishioners live in the Village of Silverton. Surrounding an historic core, the village grew regularly and in phases throughout the 20th century, mainly because of successive housing estate developments.

### 2. Overview

This Consultation Statement has been prepared by the Silverton Parish Neighbourhood Plan Steering Group to conform to the legal obligations of the Neighbourhood Planning Regulations 2012.

Section 15(2) of Part 5 of the Regulations sets out what a Consultation Statement should contain:

- (a) Details of the persons and bodies who were consulted about the proposed Neighbourhood Plan
- (b) Explain how they were consulted
- (c) Summarise the main issues and concerns raised by the persons consulted
- (d) Describe how these issues and concerns have been considered and, where relevant, addressed in the proposed Neighbourhood Plan

This Consultation Statement summarises all statutory and non-statutory consultation undertaken with the community in developing the Neighbourhood Plan.

The aims of the Neighbourhood Plan process were::

'Front-load' the consultation, so that the Plan could be informed by the views of local people and other stakeholders from the earliest stage

Ensure that consultation events and drop-in sessions enabled people to 'have their say' and get feedback on the emerging Plan at key points in the process and when decisions were required

Engage with as wide a range of people as possible, using a variety of events and communication techniques that the community are familiar with

Ensure that the results of consultation and updates on the Neighbourhood Plan were provided for local people as soon as possible after consultation events through the most appropriate and widely read media.

## C. Background and Approach

### 3. Background to the Neighbourhood Plan

The Localism Act (2011) [5] gives communities the right to influence the future development of their areas by developing a Neighbourhood Plan, especially but not exclusively, in relation to land use and planning decisions (location and type of housing, business premises and local amenities). It must be aligned to the National Planning Policy Framework [6] and the Mid Devon District Council Core Strategy which sets out planning policies for developing and managing the area until 2029. Our Plan is a framework for guiding the future development, regeneration, and conservation of our area. This Plan looks forward 10 years and includes a community action list of non-planning issues e.g. renewable energy, high speed broadband, traffic through the village, improved amenities, health and safety and conservation.

#### Forming the steering group

Largely because of the large public meeting with Mid Devon District Council Planning in Silverton Parish Church in Feb 2014, Silverton Parish Council agreed to undertake a Neighbourhood Plan in Mar 2014. At this meeting the uncertainty of housing demands imposed on the community formed a consensus that having more say in the process and outcome would serve the community well. The Neighbourhood planning process, although new and relatively untested in Mid Devon, seemed to provide this opportunity.

A community steering group was established by the Parish Council. It included Parish Council members and people from the wider community. This is now known as the Silverton Parish Neighbourhood Plan Committee, and is referred to elsewhere in this document simply as “the Committee”.

The level of consultation that has been undertaken for the Neighbourhood Plan goes beyond that required by legislation because the Parish Council and the Committee have continuously sought to work with the local community to make the Plan reflect their views and wishes. We have used several consultation events so that residents can meet together and discuss ideas and understand each other’s perspectives. We had significant support from a consultant, to guide us in the process of Neighbourhood planning consultation and more recently from a neighbourhood plan champion,

In preparing the Plan the Committee has consistently ensured that residents and other stakeholders including local authorities and interest groups comments have been noted and where appropriate incorporated into the Plan as it evolved. To make available information, minutes and notices, and update residents and stakeholders on the progress of the Plan an early decision was taken to provide access to all the information on the Mid Devon Neighbourhood Plan website at

- <https://www.middevonparish.co.uk/silverton/neighbourhood-plan/>

### 4. Our approach to develop Community Engagement in the neighbourhood planning process

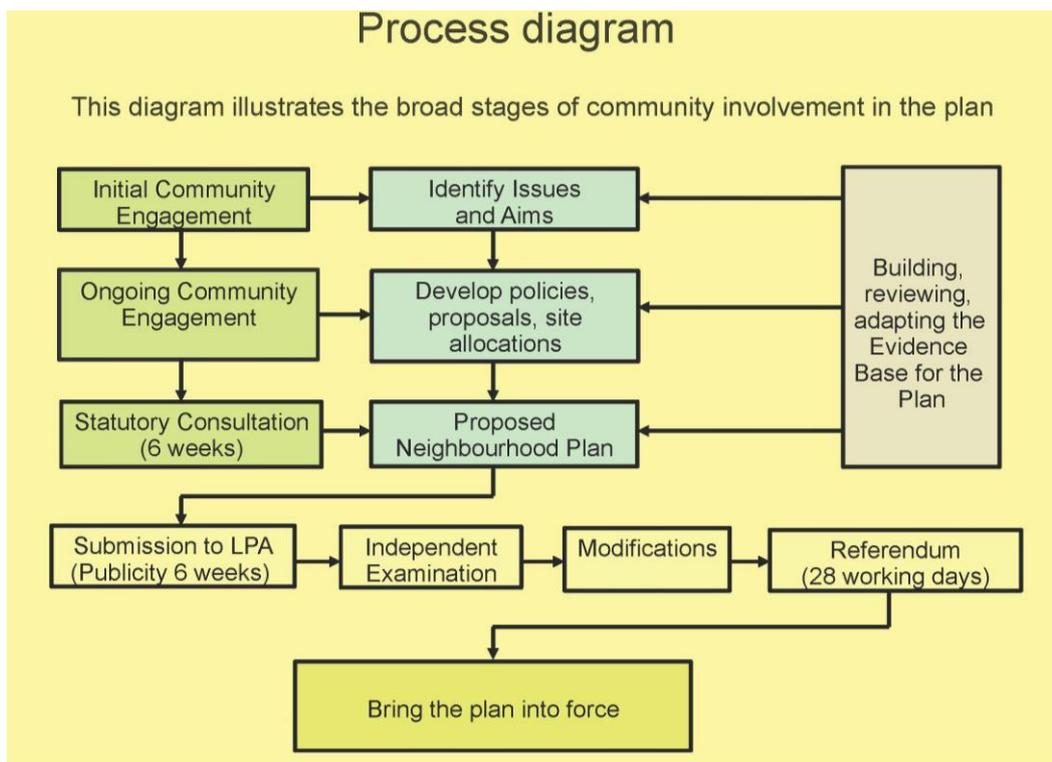
Silverton Parish Council was keen to ensure that the Plan was a community-led document. The Committee was established from community volunteers with Parish Council representation and

sought to engage a range of experienced and interested people and organisations during the process ensuring that it reflected the diverse community in Silverton.

Consultation was undertaken by the Committee working to a strategy and programme that was prepared, with guidance from our consultant, a town and country planner and regeneration specialist.

Several key communication stages were identified at the outset and set as key milestones in the Project Plan. A Community Engagement Strategy, including method statements, were agreed and the following stages planned:

- *Stage 1* - Publicise intention to carry out a Neighbourhood Plan and recruit and people to the Neighbourhood Plan Committee
- *Stage 2* - Initial survey of local needs and aspirations through questionnaire, public consultation events and telephone conversations with stakeholder organisations and statutory bodies
- *Stage 3* – Feedback and consult on aims and objectives from the local needs survey
- *Stage 4* - Consult on housing needs, call for land and feedback
- *Stage 5* - Consult on the draft Plan Reg 14
- *Stage 6* – Submission of post consultation amended Plan to Silverton Parish Council
- *Stage 7* – Submission of Reg 16 Plan to Mid Devon District Council



Source - Braughing Neighbourhood Plan

### The Community Engagement and Communication Strategy

The Community Engagement and Communications Strategy for the Silverton Neighbourhood Plan is founded on the following important principles and practices:

- enabling each consultation stage to be properly planned for
- ensuring the community at large understood when and why they were being consulted

- publicising as widely as possible
- using local representatives of groups to prompt engagement amongst their members
- utilising a variety of methods to encourage involvement in the Plan
- applying the right method to the task and the required outcomes
- providing appropriate levels of assistance, explanation, and interpretation
- maximising access and opportunity
- encouraging reaction and feedback
- reporting back on what was said and how it has been interpreted

Aside from these highly programmed and organised consultation ‘events’, the Committee has been keen to facilitate a continuous two-way dialogue between the group and the community at large. This has been achieved by utilising a range of communication methods as listed in the table below.

## Communication methods used

Communication Methods	Brief Description
<p>Silverton Parish Council Website  <a href="http://www.silvertonparishcouncil.co.uk/neighbourhood-plan/">http://www.silvertonparishcouncil.co.uk/neighbourhood-plan/</a>            Subsequently New Website on the Mid Devon site  <a href="https://www.middevonparish.co.uk/silverton/neighbourhood-plan/">https://www.middevonparish.co.uk/silverton/neighbourhood-plan/</a></p>	<p>All the minutes of the Committee meetings and documents relating to the Neighbourhood Plan have been posted on the old parish website pre-Dec 2016 and then the new Parish Council new website from Feb 2016 and the Mid Devon Website</p>
<p>Reporting in person from discussion in the village community settings</p>	<p>Conversations take place at the regular mini market and as part of village life. These were discussed in the meeting when appropriate. They are part of the informal expression of the ideas and opinions.</p>
<p>Social Media</p>	<p>Posts on the Silverton Facebook page and Nextdoor. These are both very active sites in Silverton.</p>
<p>Local parish magazine and newsletters</p>	<p>Regular articles and publicity in the in the monthly Parish magazine</p>
<p>Stand at large local events</p>	<p>Silverton Street market and mini market which takes place on the first Saturday of every month.</p>
<p>Special consultation events. These are advertised widely by post and by large posters on the roads in and out of the village</p>	<p>Listed in the statement and attracting the very important face to face discussions that help people understand each other's views.</p>
<p>Correspondence via email</p>	<p>Emails posted on the website are responded to by the group through the NP chair</p>
<p>Correspondence through the website</p>	<p>As part of the recording of comments and replies</p>

## 5. Equality and Inclusivity

We recognise that the foundation of a good Neighbourhood Plan is an effective and inclusive programme of consultation and engagement. Our aim was to reach everyone with a stake in the future of the area including people living, working or doing business here, those who deliver services to the local communities and people who have influence over the future of the area. We wanted to communicate and listen to everybody with a view; regardless of gender, ethnicity, colour, disability, religion, family responsibility, age, occupation, marital status, sexual orientation or trade union affiliation. We made efforts to reach those that others have traditionally found

hard to reach and hard to hear. We agreed a communication strategy as part of an overall consultation and engagement plan, both to guide our approaches and monitor our effectiveness.

## 6. Encouraging Community Engagement and Attendance at Consultation Events

An explanatory and survey letter was sent to all households in the parish to ensure people were aware and informed from the beginning of the Neighbourhood Plan process. Its purpose was to:

- provide some local background and context for the Silverton Neighbourhood Plan
- provide an explanation of the process and stages of the Neighbourhood Plan with links to the national framework and a local example
- ask questions about some of the local issues linked to the Mid Devon Local Plan Review Core Strategy
- ask questions to help fill gaps in our understanding of key local issues and problems
- ask about people’s aspirations for their themselves and their Neighbourhood

The actual letter questionnaire can be viewed at the following link:

<https://www.middevonparish.co.uk/media/123299/first-consultation-questionnaire-and-letter-apr-14.pdf>

### Silverton Parish Neighbourhood Plan – Engagement and Consultation Events

Event	Consultees	Dates	Purpose
Public meeting to discuss land put forward for housing. Discussion included discussing the idea of a Neighbourhood Plan for Silverton parish	Publicised to all the community About 400 residents from the parish attended	25 <sup>th</sup> Feb 2014 7.30 pm	To discuss local plan to enable villagers to discuss the proposals and ask questions of the Forward Planning Officer for the area. (Peter Williams.) To discuss public response and way forward including the possibility of a NP.
Silverton Parish Council meeting	Parish councillors	17 <sup>th</sup> Mar 2014	To discuss the suggestion for a Neighbourhood Plan
Meeting with volunteers for the Committee	Parish councillors invited volunteers to form a Committee	8 <sup>th</sup> Apr 2014	Committee (Steering Group) formed Recorded in the minutes of 13 <sup>th</sup> Apr

Event	Consultees	Dates	Purpose
<p>Letter and questionnaire explaining the Neighbourhood Planning process and key dates and asking for parishioners' views. This was delivered by hand or posted to all households asking for comments on themes advertising public consultation venue, times and dates. Large laminated posters were also put up around Silverton and Ellerhayes reminding people to return the questionnaires to several locations. For full details of letter and questionnaire see: <a href="https://www.middevonparish.co.uk/media/123299/first-consultation-questionnaire-and-letter-apr-14.pdf">https://www.middevonparish.co.uk/media/123299/first-consultation-questionnaire-and-letter-apr-14.pdf</a></p>	All 960 parishioners were sent the letter many delivered by hand	17 <sup>th</sup> and 18 <sup>th</sup> May 2014	To ensure all households receive the information to enable them to engage with the consultation process. To invite them to the first consultation in the millennium hall on 6 <sup>th</sup> and 7 <sup>th</sup> Jun and to ensure they had opportunity and time to make comments if they could not attend the consultation days. Copy of letter in the first consultation documents
First public consultation meeting – Launch event	All community were invited through letter and posters. About 200 attended.	Fri 6 <sup>th</sup> Jun 6-9pm and Sat 7 <sup>th</sup> Jun 2014	To present the different aspects of the Neighbourhood Plan and invite comments to form an evidence-based platform for the Plan
Analysis of first consultation and returned questionnaires	About 360 questionnaires returned	End Jun 2014	To record and summarise the results of people comment and
Letters to statutory consultees, local organisations	Local organisations and statutory consultees	Sep 2014	To ensure that the wider community of stakeholders at district and county level were included in the Plan. Local organisations included

Event	Consultees	Dates	Purpose
			through their communication channels and to reach those representing younger people and interest groups.
Letters sent out to all parishioners to inform them of the second consultation meetings. Posters were also placed in prominent positions entering the village for a period of two weeks before the event.	All residents of Silverton parish	28 <sup>th</sup> Nov 2014	A professional consultant to help interpret the public consultation comments, information and the evidence provided by other consultees. A draft set of aims and objectives for the Plan were produced and further opinions were sought by arranging a consultation event over the following two days: Friday 5 <sup>th</sup> Dec 6.00pm – 8.00pm and Saturday 6 <sup>th</sup> Dec 9.30am - 2.30pm in the Community Hall
Second public consultation meeting	All parishioners	Friday 5 <sup>th</sup> Dec 2014 Saturday 6 <sup>th</sup> Dec 2014	To present the draft set of aims and objectives gathered from the first consultation and to gather further opinion on these.
Housing needs survey and site allocation sent out to all parishioners	All residents	19 <sup>th</sup> Feb 2016	To gather information about the need for affordable housing for local people
Site allocation and Design statement consultation	278 parishioners attended over the two days	9 <sup>th</sup> (Lamb Inn) and 10 <sup>th</sup> Sep (Community Hall) 2016	To allow residents to view and comment on the housing sites put forward in the Call for Land and comment on the Design Statement
Reg 14 Consultation	87 written responses	4 <sup>th</sup> Sept to Nov 2021	To enable parishioners and statutory consultees to have a final say on the draft Plan.

#### Details of Initial questionnaire and consultation event

Silverton Parish Neighbourhood Plan Questionnaire Survey	
Dates	Delivered on 17 <sup>th</sup> and 18 <sup>th</sup> May 2014
Delivery Methods	To all households in, or close to the village of Silverton and hamlet of Ellerhayes by hand, speaking to people where possible. The survey was also posted to properties in the wider parish
Number of questionnaires delivered by hand or post	To whole of the parish, 929 households

Silverton Parish Neighbourhood Plan Questionnaire Survey	
Number of completed questionnaires returned	298 - around 30%
Return Options	To village shop and a centrally located house by 8 <sup>th</sup> Jun

## D. General Consultations

### 7. First Consultation – May 2014

It was decided to launch the Neighbourhood Plan process and the first consulting by holding a drop-in launch event

Silverton Parish Neighbourhood Plan Launch Event 2014	
Dates and times	6 <sup>th</sup> Jun 6-8pm and 7 <sup>th</sup> Jun 9.30am – 8pm
Location	The Silverton Millennium Hall
Attendance (Nos.)	6 <sup>th</sup> Jun - 70 attendees and 7 <sup>th</sup> Jun -90 attendees

#### Who was consulted?

The event was open to all the Silverton Parish residents invited and local organisations to make comments and enter a process of discussion and evidence building around the NP themes.

#### What did the community say?

The summary of the responses to the public consultation of 2014 are in the consultation report with the following themes:

Neighbourhood Plan Themes	Number of comments	Major issues/comments summary/link to full list of comments on website
Miscellaneous	7	Sustainable and safe village looking to the future <a href="https://www.middevonparish.co.uk/media/123306/miscellaneous-june-14.pdf">https://www.middevonparish.co.uk/media/123306/miscellaneous-june-14.pdf</a>
Heritage	21	Research into the social and physical history and the promotion of the history of the village <a href="https://www.middevonparish.co.uk/media/123304/heritage-june-2014.pdf">https://www.middevonparish.co.uk/media/123304/heritage-june-2014.pdf</a>
Environment	45	Many comments mentioned that Silverton as a village in a rural environment would be spoiled by inappropriate development. Also mentioned was the proximity of the countryside and the green spaces to the village which need to be valued and preserved. <a href="https://www.middevonparish.co.uk/media/123302/environment3.pdf">https://www.middevonparish.co.uk/media/123302/environment3.pdf</a>
Employment and retail	76	Lack of employment in the village for young people and a mis-match between housing and employment/salary. <a href="https://www.middevonparish.co.uk/media/123301/retail-and-employment-june-2014.pdf">https://www.middevonparish.co.uk/media/123301/retail-and-employment-june-2014.pdf</a>

Neighbourhood Plan Themes	Number of comments	Major issues/comments summary/link to full list of comments on website
Health and social care	23	Great local surgery and GP and healthcare services. More local care needed as the demands increase. <a href="https://www.middevonparish.co.uk/media/123303/health-and-social-care-3.pdf">https://www.middevonparish.co.uk/media/123303/health-and-social-care-3.pdf</a>
Education	17	Good school but concern if it expanded significantly. The need for the preschool to have its own premise near the school was mentioned frequently (this has now been achieved, so is not mentioned in the Plan). <a href="https://www.middevonparish.co.uk/media/123300/education-june-2014.pdf">https://www.middevonparish.co.uk/media/123300/education-june-2014.pdf</a>
Roads and access	100	Problem with narrow poorly maintained roads and heavy traffic in and out of the village. Inadequate parking is mentioned frequently and often is associated with dangerous road crossing. Poor footpath was mentioned alongside the need for safer speed limits and pedestrian safety - 20mph throughout village Better bus service required <a href="https://www.middevonparish.co.uk/media/123307/accessible-roads.pdf">https://www.middevonparish.co.uk/media/123307/accessible-roads.pdf</a>
Housing	166	Majority of comments mentioned affordable small-scale developments of housing. The appropriate design of housing for the elderly and young families <a href="https://www.middevonparish.co.uk/media/123305/housing-june-14.pdf">https://www.middevonparish.co.uk/media/123305/housing-june-14.pdf</a>

### Themes - How were the issues and concerns responded to?

The issues were addressed in the Neighbourhood Plan aims and objectives under the following topics and themes:

- Business and jobs -- Maintaining a living and working parish
- Community Facilities and services - Becoming more resilient and self-supporting
- Built Environment - Being careful when making changes and additions to the built environment
- Housing - Willing to accommodate changing needs
- Natural Environment - Enjoying and respecting the countryside and rural setting
- Sport and Recreation - creating a healthier and more active community and becoming more resilient and self-supporting
- Traffic and Parking - Reducing the impact of motor vehicles

## 8. Second Consultation event – Dec 2014

### Invitation and timing

A letter was sent out to all the parishioners on the 22<sup>nd</sup> Nov 2014 to invite them to comment on a draft set of aims and objectives for the Silverton Neighbourhood Plan:

- Friday 5<sup>th</sup> Dec 6.00pm – 8.30pm in the Dorothy Grainger Room and
- Saturday 6<sup>th</sup> Dec 9.30am - 2.30pm in the Community Hall

All Silverton parish residents were sent a letter entitled “Silverton Parish Neighbourhood Plan” <https://www.middevonparish.co.uk/media/123298/second-consultation-letter-to-parishioners-171114.pdf> to invite them to the consultation on Friday 5<sup>th</sup> Dec 2014, 6.00pm – 8.00pm Dorothy Grainger Room which was attended by 70 people and Saturday 6<sup>th</sup> Dec 2014, 9.30am - 2.30pm in the Community Hall attended by around 120 people

#### Photographs from the second consultation event





### What did they say?

A record of the comments is presented in the document entitled: Comments from Second Consultation – Dec 2014 and made available online at:

- <https://www.middevonparish.co.uk/media/123295/comments-from-second-consultation-dec-14.pdf>

### How were the issues and concerns responded to?

The comments were analysed and help shape the Aims and Objectives and policies of the Neighbourhood Plan. We engaged a professional consultant to help interpret this information and the evidence provided by other consultees. On that basis we have produced a draft set of aims and objectives for the Silverton Neighbourhood Plan and we are now seeking your opinion on these.

A report of this consultation thanking participants for giving feedback on the topics and themes was made available online at:

- <https://www.middevonparish.co.uk/media/123296/report-from-secon-consultation-dec-14.pdf>

This set out the timing for Silverton Parish Council to incorporate them as revised aims and objectives in the Neighbourhood Plan.

### 9. Housing Needs Survey – Feb – Apr 2016

A housing needs survey was undertaken in Feb to Apr 2016. This was not undertaken as part of any of the general consultation exercises.

#### How did we consult?

In order to understand what land might be available to support any potential options for future growth in the village, and how this need be met, it was decided that a local housing needs survey was required in order to determine the level of housing requirements that currently existed in the parish.

Using the knowledge and expertise of Devon Communities Together (DCT), a Housing Needs Survey was compiled for Silverton Parish. It requested a range of information on people's housing requirements and concerns for the parish. The survey was sent out by the Committee in Feb 2016 with a freepost return envelope. A response date of 18th Mar 2016 was given as a deadline. The DCT then analysed the responses and published a report in Apr 2016. A total of 200 households completed the survey which represents a 25% return.

A copy of the survey form can be found at:

- <https://www.middevonparish.co.uk/media/123292/dct-housing-survey-form-9216.pdf>

### 10. Third Consultation – Design Statement and Call for Land sites put forward – Sep 2016

Following completion of the draft Design Statement and the Committee analysing the potential sites which met the Site Policy Criteria checklist

- <https://www.middevonparish.co.uk/media/123319/criteria-used-for-scoring-potential-development-sites.pdf>

#### Invitation and timing

Posters were put up around Silverton village and Ellerhayes and leaflets posted through doors advertising the consultation. Houses in the wider parish were sent leaflets through the post. The consultation was held in the Lamb Inn Shed on 9<sup>th</sup> Sep 2016 and the Community Hall 10<sup>th</sup> Sep 2016.

#### Who was Consulted?

The parishioners.

### How were they Consulted?

Comments forms were handed out for parishioners to complete and return to the Committee, either at the consultation days or subsequently to a central address in Silverton.

### Result of Third Consultation

The Neighbourhood Plan and Design Statement were updated following the Third Consultation and can be seen at:

### 11. Fourth Consultation - Regulation 14 (Pre-submission Stage)

Neighbourhood Plan regulations require that a statutory consultation over a period of 6 weeks is undertaken by the qualifying body (the Parish Council) on the final draft Plan prior to its submission to the Local Planning Authority in advance of their statutory Regulation 16 consultation. Our timing for Reg 14 consultation was seriously hampered by Covid restrictions and an initial launch in 2020 was abandoned.



Draft Reg 14 consultation Plan launched on the 4<sup>th</sup> Sep 2021 and extended to 25<sup>th</sup> Oct 2021 by recommendation of Mid Devon so that all statutory bodies had 6 weeks to comment.

### Who was Consulted?

The Regulation 14 consultation is specific about organisations and stakeholders that should be consulted. The legislation requires that prior to submitting the Plan to the local planning authority the qualifying body (Silverton Parish Council) must:

- publicise it in a manner that is likely to bring it to the attention of people who live, work or carry on business in the parish
- consult any consultation body referred to in paragraph 1 of Schedule 1 whose interests the qualifying body considers may be affected by the proposals for a Neighbourhood Plan
- send a copy of the proposals for a Neighbourhood Plan to the local planning authority

All of the residents and businesses within the parish were consulted together with a range of statutory bodies. A copy of the Plan was also sent to the Local Planning Authority, Mid Devon DC, although its officers had been involved in the consultation process and finalising the draft Plan.

### How were they Consulted?

The Committee circulated a letter and response form to all resident dwellings and businesses within the Neighbourhood Plan Area.

- [Silverton Neighbourhood Plan – Your plan and your chance to have a say before it is submitted to MDDC and for inspection \(middevonparish.co.uk\)](http://www.silvertonparishneighbourhoodplan.com)

Residents were also directed to the Silverton Parish Neighbourhood Plan landing page [www.silvertonparishneighbourhoodplan.com](http://www.silvertonparishneighbourhoodplan.com) (no longer in explaining the consultation and the way to view it as a link to an online copy of the Neighbourhood Plan and the contact names if people wanted to view a hard copy.

## E. Consultation with Organisations

### 12. Overview

Consultation Community Groups and others were undertaken in parallel with, and sometimes as part of, the General Consultations. This section highlights special activities and features that were undertaken in relation to specific groups.

### 13. Communication with Community Organisations

Alongside the community questionnaire issued at the First Consultation, all the community-based organisations, groups and local businesses were contacted on several occasions. Our initial communication was aimed at ensuring that all such bodies were aware that a Neighbourhood Plan was being prepared for the Parish so that they had an opportunity to make a contribution. We also asked them to encourage their 'members' to participate in the Neighbourhood Plan process. Further correspondence with them (normally emails) reported on progress to the Consultees and invited comment.

#### Who was consulted?

Parishioners, local business owners and statutory bodies were advised of the consultation by letter or email. The dates and purpose of communication is shown below:

Silverton Parish Neighbourhood Plan NP Local Groups Consultation		
Date	Method	Purpose
May 2014 First Consultation	Letter/email	Inform all parishioners and local group leaders of launch of NP and invite initial comments
Sep 2014 Second Consultation	Letter/email	Inform of community questionnaire
Oct 2014 Second Consultation	Letter/email	Inform groups of response to surveys and next consultation stage in Dec
Aug 2014 and Aug 2015	Street Markets	Local groups were represented at the annual Silverton Street market event and a stall run by committee members allowed awareness raising discussion and feedback.
Feb 2016	Letter	To all Silverton residents regarding the housing survey (see housing survey section below)

#### Which Organisations Responded?

The following organisations responded through their representatives

- Carbongc – a sustainable building/development consultancy
- Carers
- St Mary's Flower Club
- Village Youth Worker – through the Methodist Church
- Silverton and Ex Valley Seniors
- Silverton Ringers
- The 60+ Fitness Club
- Silverton Parochial Trust
- Silverton Youth Club

## Common Themes

These included the traffic and parking problems

## Availability of Comments

- The comments were put on the website  
<https://www.middevonparish.co.uk/media/194231/local-organisation-responses-1.pdf>

## How were the issues and concerns responded to?

We analysed the comments resulting from the First Consultation to help shape the Aims and Objectives and Policies of the Neighbourhood Plan. We engaged a professional consultant to help assess this information along with the evidence provided by other consultees. On that basis a draft set of aims and objectives for the Silverton Parish Neighbourhood Plan was produced for comment.

Full details of who we wrote to and what they said at the consultation is available online and can be found at:

- <https://www.middevonparish.co.uk/media/194231/local-organisation-responses-1.pdf>

## How were the issues and concerns responded to?

The response was used by the Committee to assess local need. A full report detailing the methodology of how the Committee has arrived at a housing target for the parish, in conjunction with the CDT and MDDC, has also been produced and accompanies the Neighbourhood Plan as supporting information.

- <https://www.middevonparish.co.uk/media/281619/np-policy-summary-26921.pdf>

A full report of this consultation was advertised and made available online since Nov 2016 and can be found at: <https://www.middevonparish.co.uk/media/194721/housing-needs-report-by-dct-apr-16.pdf>

## 14. Call for Land – Landowner Consultation / Site Availability

A housing needs survey was undertaken in Feb to Apr 2016. This was not undertaken as part of the

### How did we consult - Landowners?

A 'call for land' was issued to known landowners and local agents in the area. The Committee wanted to understand which landowners would be willing to put forward sites that could help to achieve the objectives and aims of the Plan.

An explanatory letter was sent to the appropriate people, and the following form was made available to them:

- <https://www.middevonparish.co.uk/media/123288/call-for-sites-form-feb-16.pdf>

### How did we consult - Others?

As part of the Housing Needs survey, we included a letter that made a 'Call for Land':

- <https://www.middevonparish.co.uk/media/123289/call-for-sites-statement-feb-2016-new.pdf>

### How were the responses analysed?

All the Call for Land responses analysed by the Committee.

## F. The Plan

### Overview

The Silverton Parish Neighbourhood Plan is a community-led framework for guiding the future development, regeneration, and conservation of the parish. It contains a vision, aims, planning policies, proposals for improving the area or providing new facilities, or allocation of key sites for specific kinds of development. It deals with a range of social, economic environmental issues which have been raised through consultation.

The post Regulation 14 version of the Plan (Version 4.1) can be found at:

- <https://www.middevonparish.co.uk/media/282641/spnp-silverton-parish-neighbourhood-plan-draft-version-41.pdf>

### What's next?

The committee sought to shape ideas and comments to mould consensus into this final draft Reg 16 Version 5 for submission to Mid Devon District Council.

### What's in the Plan?

The logo for the Plan was included in all the publicity:



*Our community shaping the future*

*Our Parish*

*Our Plan*

*Our Say*

The policies in the Plan are listed below:

- Natural environment policies EN01 – EN04 - Section 8 of the Plan proposes policies relating to the natural environment
  - EN01 Retaining and enhancing the natural beauty of the Parish
  - EN02 Promoting and protecting Rights of Way
  - EN03 Local green space within the village of Silverton and hamlet of Ellerhayes
  - EN04 Minimising flood risk
- Built Environment policies BE01 – BE02 - Section 9 of the Plan shows the Village in its rural setting
  - BE01 preserve Local Character, introduce Design Standards
  - BE02 conserve and enhance heritage assets
- Housing policies HS01 - HS06 - Section 10 of the Plan gives an overview of Housing, its history and future development in the Parish
  - HS01 Scale of housing development
  - HS02 Meeting local housing need
  - HS03 The Glebe housing and community woodland
  - HS04 Tiverton Road self-build site
  - HS05 Community housing HS06 Parking provision in new development
  - HS06 Parking spaces on housing developments

- Business and Jobs policies BJ01 – BJ03 - Section 11 of the Plan addresses Business & Jobs
  - BJ01 Roosters Employment site – support for continued use for light industrial or storage.
  - BJ02 Super-fast connectivity – new premises to have a fibre optic connection on an open access basis. Infrastructure to be sensitively sited.
  - BJ03 Home working – support for ancillary office or workshop use of residential premises.
- Traffic and Travel TR01 – TR05 - Section 12 concerns Traffic and Travel
  - TR01 Support network of safe footpaths and cycle routes
  - TR02 Support creation of a safe link to the A396
  - TR03 Explore appropriate traffic management measures to reduce the speed of traffic
  - TR04 Encourage the creation of off-road parking
  - TR05 Vehicle sharing
- Community Spaces and Activity CS01-CS03 - Section 13 Community spaces and activities
  - CS01 Preservation of existing facilities and assets
  - CS02 Protect existing recreation spaces
  - CS03 Provision of new Public Open Spaces

### Publicising the Plan

An article was published in parish magazine promoting the consultation and reminders were issued via the Silverton Parish Facebook site. The letter indicated how to respond and provided the deadline by which representations needed to be returned. A free post service was provided and drop off points at the local shop, committee addresses, and post office were also offered. The Neighbourhood Plan committee attended the Silverton mini market on 4 dates prior to and during the consultation period.

The Plan was also sent by email to a list of local bodies and groups with explanation of what was required for the consultation and the date when responses were required by. All consultation responses which received an invalid response message via email were followed up and alternative respondents correct contact details were obtained. During the consultation the key consultation stakeholders were contacted to enquire whether a response would be made.

### What did the Consultees say?

A total of 92 responses were made by residents of Silverton Parish, local businesses and statutory bodies

- <https://www.middevonparish.co.uk/media/281941/reg-14-consultee-responses.pdf>

### How were the consultees responded to?

The people responsible for the different policies in the Plan suggested initial responses to the comments received. These initial comments were then reviewed by the group to ensure that we had agreement on the final responses made to the consultees.

The tabulated document above containing the anonymized responses to the Plan also includes the SPNP committee replies to these individual comments. These responses and the corresponding replies formed the personalized letters sent to every one of the respondents. The replies addressed the following:

- comment number
- name
- issue / comment ref number
- reference in draft Plan (e.g. page number, theme, policy number)
- response (e.g. comment noted, whether the Committee believes the Plan should be amended in light of the comments)

In some of the replies the Committee included the names of the organisations/public bodies which the consultee could contact to express a particular comment that the Neighbourhood Plan had limited responsibility for. These replies can be viewed at:

- <https://www.middevonparish.co.uk/media/281941/reg-14-consultee-responses.pdf>

### Statutory Consultees

- The statutory list of organisations were also invited to make comments on the Plan. These comments and response to these can be viewed at:  
<https://www.middevonparish.co.uk/media/281968/authorities-for-respondes-to-contact.pdf>

### How did the consultation alter the Reg 14 version of the ?

The committee assessed all the comments and produced a general document to explain the next stage to amend the Plan based on the convincing and evidence-based comments of the consultees. An initial summary of this can be viewed at:

- <https://www.middevonparish.co.uk/media/281969/what-happens-next-mar-22.pdf>

## G. Conclusions

The level of community consultation and engagement undertaken during the production of the Silverton Parish Neighbourhood Plan has been varied and extensive. It has reached a wide range of the local population especially through a variety of methods and mediums. A wide variety of groups and different sections of the community have participated or commented on the emerging draft Neighbourhood Plan.

The comments received at each stage of the Neighbourhood Plan process have been fully considered and have helped to guide and shape the form of the Plan so that it is truly reflective of what local people wish to see happen for their village.

This Consultation Statement complies with Section 15(2) of part 5 of the 2012 Neighbourhood Planning Regulations.