

Parishes of Ottery St Mary & West Hill Neighbourhood Plan

Consultation Statement

Ottery St Mary Town Council

West Hill Parish Council

July 2017

Contents:

- 1. Introduction**
 - i) Designation of the Neighbourhood Plan Area
 - ii) Overview of Consultation Strategy
 - iii) Main Consultation Events
- 2. Early Community Engagement**
- 3. Visioning Workshops**
- 4. Consultation on Draft Objectives & Vision**
 - i) Workshop
 - ii) Historic England consultation
 - iii) Public Realm Survey
 - iv) Businesses Survey
 - v) Shoppers and Town Visitors Survey
 - vi) Education
 - vii) Healthcare
- 5. Draft Neighbourhood Plan**
- 6. Pre-submission Consultation**
- 7. Conclusion**

Appendices:

- A. Neighbourhood Plan Working Group**
- B. Early Community Engagement**
- C. Visioning workshops publicity & materials**
- D. Visioning workshops feedback**
- E. Themes & Objectives Workshop publicity & materials**
- F. Themes & Objectives workshop feedback**
- G. Feedback from businesses, shoppers, education**
- H. Informal consultation with EDDC**
- I. Pre-submission consultation publicity**
- J. SEA & HRA Screening Report**
- K. Community Consultees Regulation 14 responses**
- L. Statutory Consultees Regulation 14 responses**

1. Introduction

This Consultation Statement has been prepared by the Neighbourhood Plan Working Group for the Parishes of Ottery St Mary and West Hill to conform to the legal obligations of the Neighbourhood Planning Regulations 2012.

Section 15(2) of the Regulations sets out that a Consultation Statement should:

- a) contain details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
- b) explain how they were consulted;
- c) summarise the main issues and concerns raised by the persons consulted;
- d) describe how the issues and concerns raised have been considered and, where relevant, addressed in the proposed neighbourhood plan.

This Consultation Statement summarises the statutory and non-statutory consultations that have been carried out. The aims were to:

- a) ensure that the local community and stakeholders were aware of and informed about the neighbourhood plan process from the start;
- b) ensure that consultation events were well publicised;
- c) ensure as wide a range of people as possible were engaged, using a variety of events and strategies;
- d) enable the local community to “have their say” and have their views taken into consideration in the formulation of the Plan;
- e) ensure that feedback from the consultations and updates on the Plan were provided for local people in a timely manner.

Designation of the Neighbourhood Plan Area

In September 2014 Ottery St Mary Town Council, as a “relevant body” for the purposes of section 61G of the Town and Country Planning Act 1990, made an application to East Devon District Council (EDDC) for the designation of the Parish of Ottery St Mary as a Neighbourhood Plan Area. The designation was approved by EDDC on 7th January 2015.

During 2015 & 2016 a Community Governance Review was undertaken, and as a result a new parish council for West Hill was created on 1 April 2017. The boundaries of the new parish are entirely within the previous Ottery St Mary parish, therefore the Neighbourhood Plan Area is unchanged. Ottery St Mary Town Council and West Hill Parish Council have worked together on the Neighbourhood Plan and both endorse its submission.

Overview of Consultation Strategy

A Neighbourhood Plan Working Group (NPWG) was set up in early 2015, consisting of councillors, representatives of community organisations, businesses, stakeholders and members of the public. This was publicised by press releases to local newspapers and village newsletters. Further members joined later in the process. The aim was to include a wide representation from all sectors of the community to work closely on the Neighbourhood Plan project. A list of all working group members is in Appendix A.

At an early stage the NPWG appointed consultants LDA Design to assist in the preparation of the Plan and to facilitate consultation events. Jointly, NPWG and LDA Design have organised workshop events, publicity, processing feedback from consultations, formulating the Plan's visions, objectives and policies, and writing the draft Plan. LDA Design ended their involvement in March 2017.

The NPWG recognised at an early stage the need to publicise and communicate as widely as possible so that the Neighbourhood Plan truly represents the views of the community. They wanted to be inclusive and reach everyone with a stake in the future of the Neighbourhood Plan Area.

A range of methods have been used to communicate the start and progress of the Plan:

A **webpage** dedicated to the Neighbourhood Plan has been set up on the Ottery Town Council website <http://otterystmary-tc.gov.uk>. Details of the various consultation events, and updates on the progress of the Neighbourhood Plan are published on this page. Minutes of the NPWG are published. The website also outlines how the community can get involved during the process and provides contact details.

A **Facebook page** has been created where updates are published (Facebook search term: Ottery St Mary Parish Neighbourhood Plan). This is managed by a member of the NPWG who can respond to any comments that are posted.

Press releases have been sent to local newspapers (Ottery Herald, Pulman's View) at key stages of the Neighbourhood Plan development, raising awareness, inviting people to get involved, and updating on progress.

Community newsletters have included regular updates. The West Hill Messenger is bimonthly and is delivered to every household in West Hill. The Tipton Times is bimonthly and delivered to every household in and around Tipton St John. The Alfington Parish Pump is published four times a year and delivered to every household in Alfington.

Town Council Meetings have a regular update item on the Neighbourhood Plan.

Public Events. Various public events were attended in 2015 to help raise awareness of the Neighbourhood Plan and to engage with the community. These include the Annual Parish Meeting, Ottery St Mary Food & Families Festival, West Hill Fete, Tipton St John Fete, Ottery St Mary Festival Fun Day. These were effective at obtaining expressions of interest from

around 200 people who wanted to be involved in the progress of the Plan. These were contacted again before the main consultation events.

Leaflets were delivered to every household in the Parishes before the Visioning Workshops in August/September 2015, the Consultation Workshop on 30 January 2016, and the Pre-Submission Consultation events in June 2017. These were accompanied by posters on noticeboards and in public places.

Businesses and community organisations. Lists were collected of businesses operating in Ottery St Mary and the villages, also community clubs and organisations. These were contacted before the main consultation events and for the pre-submission (Regulation 14) consultation.

Difficult to reach groups and Inclusivity. Analysis of early feedback showed that we were not reaching younger people and young families. Therefore a consultation event was held at The King's School in October 2015 in order to engage with teenagers. Two sessions were held outside the supermarket in Ottery to engage with shoppers and visitors to the centre of Ottery St Mary. The PCSO for Ottery St Mary and NPWG members helped with handing out questionnaires to parents at school pick-up times.

We made efforts to reach those that others have traditionally found hard to reach and hard to hear. Transport to the January 2016 workshop was arranged (by the Later Life Forum) so that people with limited mobility or no access to transport could attend. Accessible buildings were used for all consultation events. Efforts were made to be available in person or by phone to explain the proposals at all stages of the consultations.

Main Consultation events

The first visioning workshops were held in each community – Ottery St Mary, West Hill, Tipton St John, Alfington and Wiggaton.

The Consultation workshop to consult on themes and objectives was held at a single location in Ottery St Mary, on a Saturday to make it easier for younger adults with children to attend. Transport was arranged by the Later Life Forum so that people with limited mobility or no access to transport could attend.

The pre-submission consultation events were again held in each of the communities – Ottery St Mary, West Hill, Tipton St John, Alfington and Wiggaton, on different days and at different times of day to enable as many sections of the community to attend.

Consultation programme

Publicity and raising awareness of the Neighbourhood Plan	Publicity – press release issued for local newspapers and community news sheets 'Shape the Future of your Parish'	January 2015
	Ottery St Mary Annual Parish Meeting	April 2015
	Publicity – press release issued for local newspapers and community news sheets – 'Get Involved in the Neighbourhood Plan'	May 2015
	Stall at the Food and Families Festival	6 th June 2015
	Stand at West Hill Fete	4 th July 2015
	Stand at Tipton St John Fete	30 th August 2015
	Stand at Ottery Festival Fun Day (visioning workshops publicised)	30 th August 2015

Visioning Workshops & Questionnaires	Leaflet drop, posters, press release	August – September 2015	
	Visioning Workshops	September – October 2015	
	Publicity – press release issued for local newspapers and community news sheets	October 2015	
	Questionnaire	September – December 2015	
	Consultation event at The King's School	7 th October 2015	
	Business' Questionnaire (Chamber of Commerce)	October 2015	
Themes & Objectives Consultation	Leaflet drop, posters, press release	January 2016	
	Public consultation exhibition event		30 th January 2016
	Meeting with Historic England		7 th January 2016
	Public Realm Survey presentation		28 th April 2016
	Simplified Town Business Questionnaire		April 2016
	Town Shoppers Survey		May 2016
	DCC Education consultation		December 2015- March 2016
Draft Neighbourhood Plan	First Draft Neighbourhood Plan	July 2016	
	Internal review		
	Feedback from EDDC on Draft Plan	2 nd November 2016	
	Second Draft Neighbourhood Plan	December 2016	
Pre-submission Consultation	Internal review and redrafting		
	Leaflet drop, posters, press release	May 2017	
	Consultation Events	June 2017	
	Statutory Consultees	May 2017	
Non-Statutory Consultees	May 2017		

2. Early Community Engagement

Following the designation of the Neighbourhood Plan area in January 2015, a number of activities were undertaken to raise awareness amongst the local community as to the development of the Neighbourhood Plan. (see Appendix A for publicity materials)

A press release was sent for circulation in local newspapers and community newsletters in January. A further press release was sent for circulation in local newspapers and community newsletters in May 2015.

The launch of the Neighbourhood Plan was included in the Annual Ottery St Mary Parish Meeting in April 2015.

The NPWG had a stall in front of the Town Council Offices at the Ottery St Mary Food and Families Festival held on 6th June 2015, with four posters. There was considerable public interest.

There were stalls at the West Hill Fete on 4th July 2015 and the Tipton St John Fete on 30th August 2015 and the Ottery Festival Fun Day on 30th August 2015, where information about the Neighbourhood Plan and the Visioning Workshops was available.

Members of the public at the events over the summer of 2015 were invited to fill out a form to express interest in the Neighbourhood Plan and to enable further contact by email. The NPWG contacted these people before the visioning workshops and also the later main consultation events. Businesses in Ottery St Mary were also contacted by the Chamber of Commerce, but there was little response to this.

What we learnt

Despite our early efforts at publicity, the level of awareness about the Neighbourhood Plan was relatively low, though some people were well informed. There was also confusion between the Neighbourhood Plan, the East Devon Local Plan, and the Ottery St Mary Town Plan. Once explained, the response to developing a Neighbourhood Plan was overwhelmingly positive. A few people felt it would be of little use because of the planning permissions for housing already granted and a lack of confidence in the planning system generally. Some residents of the villages did not see the need for an integrated plan for the whole Neighbourhood Area.

It was also apparent that it was more difficult to engage with younger people and families, hence the attendance at the Food and Families Festival and the Ottery Fun Day which are largely attended by families. It was decided to hold an additional Visioning Workshop at the King's School in order to engage with young people.

3. Visioning Workshops & Questionnaires

A series of visioning workshops were held across the Parish during September and October 2015. The purpose of the visioning workshops was to gain an understanding as to what the community considered to be the key issues of the Parish. There were six workshop events in total.

The visioning workshops were advertised through a range of means. A leaflet was distributed to households and also published on the Ottery St Mary Town Council website. Posters were also displayed around the Parish. (Publicity materials in Appendix C). The Ottery St Mary Parish Neighbourhood Plan Facebook page was regularly updated with details and reminders of the events.

Five evening events were held in different settlements within the Parish to increase the opportunity for more members of the local community to attend one of the sessions (see Table below for date and location). In addition a special lunchtime event was also held at The King's School in order to ensure that there was the opportunity to gain the views of younger people in the community.

Date and location of visioning workshops

Date and time	Location
9 th September 2015, 7 - 9pm	The Institute, Yonder Street, OSM
11 th September 2015, 7-9pm	Escot Village Hall
15 th September 2015, 7-9pm	Tipton St John Community Hall
18 th September 2015, 7-9pm	West Hill Village Hall
22 nd September 2015, 7.15 – 9.15pm	Wiggaton Church
7 th October 2015, 1 – 1:45pm	The King's School, OSM

A presentation was given at the workshops to introduce the designated Neighbourhood Plan Area and explain the process of neighbourhood planning. The presentation encouraged attendees to think about how the Neighbourhood Plan might be developed in the context of sustainable development. A range of issues that were likely to be of relevance to the Parish, and that the Plan might therefore look to address were presented as a prompt to thinking.

Following the presentation, attendees were asked to consider, within their groups, a question on their table. Each group had one of the following questions to discuss:

- How would people on your table enhance the natural and built environment of Ottery St Mary Parish?
- How would people on your table improve Ottery St Mary for everyone in the community at all stages of their life?
- How would people on your table support local businesses and influence the local economy?

Groups were supplied with large A3 sheets of paper as well as a map of the Parish, a map of Ottery St Mary town centre and, in most cases, a map of the settlement in which the workshop event was being held. Workshop attendees were encouraged to write down key issues in response to the questions and to stick post-it notes to maps provided in order to capture their comments and to encourage spatial thinking. At the end of the session a representative from each group fed back the main points of their discussions to all attendees. All written and verbal comments received during the workshops were recorded. The key themes to come out of each workshop differed slightly depending on the location within the Parish, demonstrating that each settlement has slightly different priorities.

Once all the workshops had been held, a press release was sent for circulation in local newspapers and community newsletters in October 2015 (Appendix C). This reported that the Neighbourhood Plan was a step further on following the public consultation events. It explained that the subsequent work would involve carrying out supporting research and starting to develop possible ideas about what to include in the Plan. It outlined that the next steps would include a public meeting in January/February 2016 to explore initial ideas and thoughts towards developing the Plan.

Questionnaires

In parallel with the visioning workshops a questionnaire was distributed in order to gather more detailed, personalised views from residents of the Parish. A copy of the questionnaire is included in Appendix C.

Questionnaires were initially distributed at each of the six workshop events where attendees were invited to complete them. Attendees were given the option either to complete and return questionnaires at the workshop session itself, or to take questionnaires away and return by post (details of the return address were included on the questionnaire). The questionnaire was also uploaded on the Neighbourhood Plan page of the Town Council's website, to allow people to access a copy online and return by email, or print off and post. Additionally, copies were handed out to the community by members of the Working Group in October and November 2015 at Ottery and West Hill Primary Schools and at an event to turn on the Christmas lights on 4th December 2015.

The questionnaire asked the following three questions:

- 1. What do you like best about the Parish of Ottery St Mary?**
- 2. What things do you dislike about the Parish of Ottery St Mary?**
- 3. What in your opinion would improve the Parish of Ottery St Mary the most?**

Space was also provided for respondents to leave any other comments they wished to make. The option was given for people to provide their personal details and their contact details should they wish to be kept informed of the Neighbourhood Plan or to be involved in the process going forward.

Initially the questionnaire contained the request that completed forms be returned by 16th October 2015 at the latest. The deadline was later extended to the 18th December 2015 to increase the opportunity for people to respond.

What we learnt

A full analysis of the feedback from the Visioning Workshops is in Appendix D. In total 170 people attended the various events, and a total of 74 questionnaires were completed.

Key themes were identified, and these formed the priorities for the Neighbourhood Plan to address:

- Concerns with the existing and future capacity of infrastructure, particularly in terms of healthcare facilities and education facilities, and concern with the amount of new houses recently approved and under construction;
- Issues raised regarding the safety of pedestrians and cyclists, including need for footpath improvements and speed controls;
- Inadequate parking provision in the town and traffic congestion;
- Provision of the cycle route from Feniton to Sidmouth and improvements in pedestrian routes;
- Protecting the highly valued landscape and environmental assets of the Parish, noted the proximity to and/or coverage of statutorily designated landscapes in the Parish;
- Noting the constraints of public transport serving the Parish and desire for this to be improved.

How were issues and concerns dealt with?

This early consultation was very helpful in to the NPWG to identify priorities for the Parish which the Neighbourhood Plan could be formulated to address. This fed into the development of a draft Neighbourhood Plan Vision along with a number of objectives which further define what the Neighbourhood Plan will seek to achieve.

4. Themes & Objectives Consultation

The main consultation event on themes and objectives was a public exhibition on 30th January 2016. The objectives and policy themes were developed based upon the feedback received from the earlier consultations.

Publicity for this event included a leaflet delivery to every household in the parishes and posters in prominent places (see Appendix E). In addition there were press articles in newspapers and community newsletters and Facebook updates.

The exhibition workshop was held on a Saturday, 10am-3pm in a central location in Ottery. This has good parking. The timing was chosen to make it easier for those working or with young families to attend. In addition transport was offered (organised by the Later Life Forum) for those without access to their own transport or with mobility difficulties.

Exhibition boards at this event presented information on the following:

- The process so far;
- Overview of the feedback received to date;
- The suggested Neighbourhood Plan Vision;
- Suggested Neighbourhood Plan objectives and key related policy themes under each.

Feedback in relation to the suggested vision, objectives and policy themes was welcomed. Feedback forms were provided at this event. A full analysis of the feedback is in Appendix F. Around 200 people attended the exhibition, and 34 completed feedback forms were received.

What we learnt

The feedback from the public exhibition showed broad support for the themes and objectives. The areas of concern highlighted were infrastructure capacity and provision of services, quality of the built environment, highways infrastructure and parking, landscape protection, and economy. These comments were taken forward to strengthen these areas in the draft Neighbourhood Plan. A Press Release was issued in February 2016 to inform the public. (Appendix E).

Historic England Consultation

The NPWG held a meeting with Historic England on 7th January 2016. This highlighted that the Ottery St Mary Conservation Area is classified as “at risk”. There is ongoing concern about heritage assets in Ottery, and little action seems to have been taken since the last Conservation Area appraisal in 1999, updated in 2008. Some areas of concern could be addressed through policies in the Neighbourhood Plan (e.g. shop fronts, pvc windows). Major projects could involve funding from the Heritage Lottery Fund or Historic England. Following this meeting, Heritage in Ottery St Mary was identified as a Project that should be included in the Neighbourhood Plan.

Public Realm Survey

Public consultation had highlighted concerns about town centre traffic congestion and parking, and the narrow and congested roads and pavements. In order to look at this in greater detail, and to address some of the concerns about the Conservation Area, LDA Design were commissioned to undertake a Public Realm Survey (see Evidence Base). Following this, Ottery St Mary Town Council have applied to EDDC for Regeneration Town status and have set up a working group. Policy support for a Public Realm Enhancements and Highways Improvements was included in the Neighbourhood Plan, and a Project for a Town Centre Action Group to be set up was also included.

Town Business Survey

The response to the Business Questionnaire in the autumn of 2015 was disappointing. A simplified questionnaire was prepared and hand-delivered to shops and businesses in March 2016. Even with a personal approach, there was little interest or feedback. The questionnaire & summary of feedback are in Appendix G.

A personal interview was arranged with the owners of Otter Nurseries, who are a major employer in the town. No major expansion of the business is planned at present. Discussion are underway with Ottery St Mary Town Council and Devon County Council regarding the possible provision of a footpath between Otter Nurseries and the town centre.

Shoppers Survey

Shoppers and visitors to Ottery St Mary town centre were interviewed on two occasions in May 2016. The survey form and summary of responses are in Appendix G. Areas of concern were the physical appearance of the town, support for measures to enhance the Conservation Area, transport, difficulty with walking around the town, car parking, and access to services. This survey generally confirmed the feedback from the Public Exhibition.

Devon County Council Education

Members of the NPWG held meetings with DCC Education and the Executive Head of the Otter Valley Federation, to discuss possible future education needs in the Neighbourhood Plan Area (Appendix G). It was confirmed that there was an identified need for an additional primary school in Ottery St Mary, the preferred site being in the west of the town, close to The King's School. There may be a need for expansion of The King's School (an Academy). Various options were being analysed. The NPWG therefore decided to safeguard possible sites on land currently belonging to DCC, and to introduce a policy on this.

Healthcare

Early consultation emphasised that many people were concerned about the closure of in-patient beds at the Ottery St Mary Community Hospital, and the possible downgrading of health services. Discussions with the GPs at Coleridge Medical Centre confirmed their support for ongoing healthcare provision. The NPWG decided to introduce a policy supporting Health and Social Care Infrastructure.

5. Draft Neighbourhood Plan consultation

A first draft of the Neighbourhood Plan was produced in July 2016. This was discussed and reviewed by the NPWG. There was an identified need for further evidence on Open Green Spaces, and Locally Valued Views for protection. There was also an identified need for further information and detail on traffic issues and pinch point throughout the parishes. Members of the NPWG provided this.

In the autumn of 2016 the draft plan was sent for informal consultation to the EDDC Neighbourhood Planning Officer. His comments are in Appendix H. The draft plan was amended in line with the suggestions and comments.

In December 2016 a second draft plan was produced. This was subjected to internal review by the NPWG, and further amendments made.

6. Pre-submission Consultation (Regulation 14)

A Pre-submission Draft Plan was produced in March 2017.

Screening Opinions for Strategic Environmental Assessment and Habitats Regulation Assessment

In March 2017 the Draft Plan was submitted to EDDC for a screening opinion on whether a Strategic Environmental Assessment or Habitats Regulations Assessment is required. Statutory Consultees Natural England, Historic England and the Environment Agency were also consulted.

The final Screening report is attached at Appendix J.

Regulation 14 consultation

The Neighbourhood Plan Regulations require that a statutory consultation period of 6 weeks is undertaken by the qualifying body on the final Draft Plan prior to submission to the Local Planning Authority in advance of their statutory Regulation 16 consultation.

The Regulations are specific about organisations and stakeholders that should be consulted. Prior to submitting the Plan to the Local Planning Authority, the qualifying body must:

- Publicise it a manner that is likely to bring it to the attention of people who live, work or carry on business in the neighbourhood area;
- Consult any consultation body referred to in paragraph 1 of Schedule 1 whose interest the qualifying body considers may be affected by the proposals for a neighbourhood development plan;
- Send a copy of the proposals for a neighbourhood development plan to the local planning authority.

The 6-week consultation period was set to run from 19th May to 30th June 2017.

Consulting the community

A further series of public consultation events were organised in June 2017. A leaflet advertising these was delivered to every household in the parishes in May 2017, and posters placed in prominent places (Appendix I). The Facebook page also carried an update with details, and a Press release was sent to local newspapers and community newsletters.

Local businesses and community organisations were also contacted by email or post and invited to attend the consultation events, and to access the draft Neighbourhood Plan and comment.

Copies of the Draft Plan were available at each consultation event, at Ottery St Mary Town Council Offices, West Hill Village Hall, and online at the Town Council website and West Hill website. Proforma consultation feedback forms were available to be completed and returned to the Council Offices.

Date and location of Pre-submission consultation events

Date and time	Location
3 rd June 10.30am-3pm	Alfington Village Hall
9 th June 2.30pm-7.30pm	West Hill Village Hall
10 th June 10.30am-3pm	Tipton St John Community Hall
15 th June 10.30am-3pm	Wiggaton Church
17 th June 10.30am-3.30pm	The Station, Ottery St Mary

Around 200 people attended the various drop-in sessions. Responses were collected and tabulated, and can be seen in Appendix K

Responses from Community Consultees

32 responses were received from individuals. None were received from any businesses or community organisations, although a few acknowledged receipt of the consultation letter.

Consultees were generally supportive of the Plan, its Objectives, Policies and Projects. The main areas of concern were consistent with those identified in earlier consultations: traffic congestion and parking in Ottery town, traffic issues in Wiggaton and West Hill, Ottery Town Centre businesses viability, threats to the Conservation Area and heritage, creating better footpath & cycle links, maintaining the character of West Hill.

Various amendments and re-wording was carried out as a result of analysing comments from residents.

Statutory Consultees

All of the statutory bodies listed in Appendix L were consulted. This list was put together with the advice of East Devon District Council. A letter was sent by email to all bodies and organisations on our consultation list with advice on how to access the Neighbourhood Plan on the website and an explanation of what was required for the consultation and the date when responses were required by.

Responses from Statutory Consultees

13 responses were received. These are reported, and summarised where necessary, and our comments and responses are all included in Appendix L. Comments from EDDC, and Historic England and environment Agency were generally supportive and contained constructive comments, which led to revisions of various sections of the Neighbourhood Plan. Several landowners / developers wished to promote their own sites and were critical of the lack of larger housing allocations in the Neighbourhood Plan.

7. Conclusion

The level of community consultation and engagement undertaken during the production of the Parishes of Ottery St Mary and West Hill 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 people and interests from within our community have participated or commented on the emerging draft Neighbourhood Plan.

All statutory requirements have been met and a significant level of additional consultation, engagement and research has been completed throughout the Neighbourhood Area.

The comments received at each stage of the Neighbourhood Plan 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 communities.

This Consultation Statement and the supporting appendices are considered to comply with Section 15(2) of part 5 of the 2012 Neighbourhood Planning Regulations.