



Broadclyst Parish Neighbourhood Plan

Consultation Statement 2022



Broadclyst Parish Council
GROWING OUR COMMUNITY



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SUMMARY OF EVENTS AND ENGAGEMENT ACTIVITIES

The Consultation Statement was compiled chronologically as and when consultations took place. This resulted in a very large consultation document which presents every step of a 9-year process (2014 – 2022). This has led to a very detailed evidenced document which is supported by over 20 separate appendix documents.

In the table below consultations are briefly presented with a summary the main findings and issues. Links to the key evidence and supporting appendices are also provided Several appendices have multiple parts e.g. App I has parts a-f. It must be noted that a lot of evidence documents predate 2018 accessibility regulations.

Date and page/s in the document	Event (and Appendix link to evidence)	Venue and Attendees	Promotion	Response and key messages	Impact on NP
9/06/2014 p13-14	Annual Parish Meeting presentation. App. A and B	Broadclyst Victory Hall	Introduction to Neighbourhood Plan	Very little content input, but varied questions showing a good level of interest	Increase awareness of Neighbourhood Plan (NP) and attending NP events.

					Support for a plan that is community led not district led.
21/06/2014 p14-15	Fun Day Community Engagement Stall App C	Broadclyst Recreation Ground	Introduction, community engagement	Some response highlighting need for improving Station Road and other traffic issues	Identified that traffic and travel within and in and out of the Parish is an issue. Ensure these key themes are reflected within the final NP.
Summer 2015 p15	Broadsheet 3-page article App D	Distributed to all parishioners' homes	Opinions asked on aims and objectives draft policy	4 emails received. Appendix D-part B	E mails supported aims and objectives. Themes raised were in line with range of Aims. Evidenced support for the NP template.
June/July 2016 p16	Community Survey App E & F	Distributed to all parishioners' homes	To find what parishioners believe important in and for a community led plan.	The rural village and sense of community should be protected. Need for more housing. Need for natural environment and more natural areas. Report taken to council	Key themes confirmed and became the chapter headings for the NP. Recognition that economy and employment questions were not included in the survey.
Winter 2016 p17	Leaflet drop in Broadsheet App G	Distributed to all parishioners' homes	Inside Broadsheet, community engagement	Volunteers for the Steering groups came forward	Increase awareness of Neighbourhood Plan(NP) and volunteers required for themed steering groups.
January/February 2017 p17 - 18	Housing Needs Survey - Devon Communities Together (DCT) App H, I (a-f) and O	Distributed to all parishioners' homes	To fully understand the housing need.	Report produced by (DCT), see Appendix I-part F for report. Need for locals, affordable housing highlighted.	Provided evidence of market and affordable housing need, as well as support for other types of housing as and the size of housing sites supported by the community.
April 2017 ongoing	Neighbourhood Plan updates	Parish Council meeting/ website	Website	Very little response but questions were	Questions informed content of the NP section on the Council

	App J			frequently raised on the NP process.	website so that FAQ and answers are available.
Summer 2017 p18-19,24	Broadsheet- Call for Land and Vision Statement App J	Distributed to all parishioners' homes	Get opinions on vision statement, introduce Call for Land, update for HNS	Support for the Vision statement. Call for Land resulted in a landowner interest. - just an update	Gave clear indicators for the NP's focus and led to the feedback on the NP's vision statement.
24/06/17 p20-21	Fun Day Stall- Vision Statement, Call for Land App J	Broadclyst Recreation Ground	Improvements on vision statement. To promote Call for Land and Breakfast Meeting	Positive feedback for Vision Statement, some additional suggestions for including traffic, green spaces, additional services for increased number of residents and affordable local housing.	Key themes confirmed. Vision statement feedback and extra content confirmed. Recurrent aims and objectives beginning to surface. Both were compiled under Chapter headings and taken to Themed Steering Groups to work on them.
12/07/17 p21 -23	Landowners Breakfast Meeting- Call for Land App J and O	The New Inn, Broadclyst 29 attendees	Help landowners to understand the need, promote call for land	Attendees given a follow-up letter which gave them details of the Call for Land application form if they wished to get involved	Clear indication of a high level of interest by landowners in providing land for the NP. Land for different uses was clearly identified and fitted within the chapters of the NP.
27/09/2017 p24-26	Steering Groups Launch Event App K	Wiltshire room, Victory Hall, 40 attendees	Establish Steering Groups for each area of the plan	Steering Groups created for each themed area. However more volunteers were needed so it was decided to write a Broadsheet article	Steering groups (SG) members including members of the public and PC councillors came forward for the following chapter themed groups: -Natural Environment (this group later on in the process covered content in the Design and Climate Change Chapter)

					<p>-History and Heritage (this group later on in the process covered content in the Design and Climate Change Chapter)</p> <p>-Economy and Employment.</p> <p>-Settlements</p> <p>-Infrastructure and Access.</p> <p>-Overview Steering Group (NP decision making group as well as being responsible for the Housing Chapter of the NP)</p> <p>Aims and objective list was given to interest groups for discussion and comments.</p>
Winter 2017 p25	Broadsheet article- Steering Groups App K	Distributed to all parishioners' homes	Advertise for more volunteers, feedback on launch event	Encouraged some volunteers to come forward	Additional SG members recruited to the themed groups.
6/02/18 p26-27	Infrastructure Steering Group Meeting, Blackhorse Community Traffic presentation and resultant traffic surveys App L	Green Room, Victory Hall, 20 attendees	Awareness of traffic issues along old A30 at Blackhorse	To commission a traffic survey over a 24 hour period. Completed the week of 03/07/2018-09/07/2018 by Road Data Services Limited. Carried out at Blackhorse, Crannaford crossing and in Broadclyst village	Increased awareness on the content of traffic and transport issues in a NP. To recognise that traffic and travel policies have to be backed by evidence. Created a programme of work for informing the Infrastructure and Access Chapter
Summer 2018 p27 - 29	Young Peoples' Survey	Broadclyst Primary School, students in year 5 and 6	To get young people involved	More recreation and leisure requested, maintenance/painting of the current play equipment, less litter, many use the pavilions and leisure centre for clubs/sport inside the village	Increased awareness of the content of a NP from a younger person's perspective. What these age group value and see as important or a problem in their

					Parish informed the chapters of the NP.
First Consultation Summer and, Second Consultation Autumn 2019 P33-38	Consultation of 27 Sites: 3 mixed development sites, 4 business sites, 8 Local green spaces, 5 housing sites and 6 woodlands App 19 App P & P1	1.Public Events various venues across the Parish. 2. Planning application consultation (E mail responses) 3. Website consultation	To get those living and working in the Parish to feedback on the allocation of potential sites in the BNP	Good level of response for a community consultation. Sites were voted on and the comments section provided insight on why sites were or were not supported.	Gave clear indicators on the potential sites put forward for inclusion in the Draft NP. Votes and comments were used by the Overview Steering Group to make decisions on site progression in the NP process.
Second Site Consultation Autumn 2019 P 33- 38	Consultation of 8 further sites. 3 sites for the Community Sports Hub, 3 mixed development sites and 2 housing sites. App 19	1.Public Events various venues across the Parish 2. Planning application consultation (E mail responses) 3. Website consultation	To get those living and working in the Parish to feedback on the allocation of potential sites in the BNP	Good level response for a community consultation	Gave clear indicators on the potential sites put forward for inclusion in the Draft NP. Votes and comments were used by the Overview Steering Group to make decisions on site progression in the NP process
Dec 4 th , 2020, to Feb 28 th , 2021 p39-45	Reg 14 Draft NP Consultation App Q1, Q2, R2, R3, R4 & R5	No venue allocated as during Covid 19 lockdown a) Summary Document and paper feedback forms b) Website: Full NP Draft and online form, c) Hard copy forms available	To get those: 1. Working and living in the Parish. 2. Community groups and 3 Statutory authorities to feedback on the Reg 14 NP document	Good level response. Community and Community Organisations Statutory Organisations:	The consultation event resulted in the development of the NP Submission document. The Submission document shows evidence of extensive changes to the Reg 14 NP. All theme chapters had changes made and additional content was included.

<p>Nov 23rd – March 5th p30-32</p>	<p>Reg 14 Draft NP Consultation Social media campaign. App Q2 (Website, FB, Twitter)</p>	<p>No Venue only online event, but paper copies were available on request.</p>	<p>Promoting the content of each Chapter in the NP and the Vision Statement to those working and living in the Parish. Including residential and community groups. To ensure dates of consultation were clear with a countdown to the closing date.</p>	<p>A successful campaign with analysis report provided on posts. Posts resulted in comments and questions and the level of “hits” showed a good level of readership.</p>	<p>Information provided was used by the Overview Steering Group to detect areas of support and areas which resulted in comments and questions. This enabled chapter content to be added and or amended. Also for confirmation of the Plans aims and objectives.</p>
<p>March -July 2021 p41-45</p>	<p>Reg 14 Analysis Report. App R1, S1, S2 T1, T2 & U1</p>	<p>No venue. Report produced on the analysis of the Reg 14 consultation replies.</p>	<p>To detect patterns in consultation responses to questions. To collate all responses to questions.</p>	<p>Analysis provided steering group with evidence on responders: location in the Parish, source groupings, support for each chapter, qualitative data provided on chapters and policies</p>	<p>For the NP (policies and content) to be updated in light of data from the report. Changes to Reg 14 made from Community comments are in AppT2 Changes to Reg 14 made from Statutory comments are in App S1</p>
<p>August 2021 p45</p>	<p>Locality Technical package : Evidence Based Policy Development App 29</p>	<p>No venue. This technical package involved looking at the draft Reg 16 document, Reg 14 consultation comments and provide advice on the wording and effectiveness</p>	<p>To determine if the Reg 16 version has effectively addressed the issues arising in the Reg 14 consultation and to provide further guidance on the Policies of the Plan to ensure they are ready for Reg</p>	<p>The Report in Appendix 29 made recommendations, which were well received and would improve the NP.</p>	<p>For recommendations to be integrated into the Reg 16 submission version</p>

		of the Policies.	16 and the Examination		
Aug – Dec 2021 p45	Consultation of the Reg 16 version of the NP. Locality technical package : Health Check undertaken by Examiner A. Seaman This was sent to EDDC who also provided a report on the Reg 16 draft. App 30	No venues. Internal consultation work for the Overview Steering Group	To prepare the Reg 16 version for Submission	Both consultations provided extensive guidance on the preparation of the third and final Reg 16 version of the NP. Health check report is provided in Appendix 30	Extensive changes were made to the draft Reg 16 NP and its appendices. Policy wording was amended. Justification sections: further narrative was added to strengthen and evidence community support and sustainability. Appendices: App 1, 4, 7, 10, 11,12 14 and App 19 were also updated in line with comments.
Dec 2021 and June 2022 p45	Parish Council Meeting agenda item: Submission version of the Broadclyst Neighbourhood Plan	New Inn (Dec 2021) Pavilion’s Broadclyst (June 2022)	To agree on the submission of the Broadclyst NP. To agree on the resubmission of the Broadclyst NP	Submission of NP agreed. Questions raised related to the re submission, what the next steps would be and when the Plan would be “made”	No impact on the NP To ensure that the community had an opportunity to review the NP, to provide feedback prior to submission, and be part of the submission process and to ask questions in the public section of the PC meetings.

NOTES ON COMMUNICATION METHODS

Communication Methods	Brief description
Posters	Placed around the Parish in bus shelters, by areas popular with parishioners (e.g. the park, the school and shops) and displayed in Official Notice Boards to promote events.
Flyers	Distributed to all households in the parish by volunteers.

Publicity Banners	Banners placed in 11 different locations around the Parish and were moved around 3 times.
Broadsheet (Parish Council Magazine)	Distributed quarterly for free to every household in the parish with a Neighbourhood Plan update in every edition since April 2017. Also included in some previous editions since May 2016. Also used to publicize events. The articles included details of consultation events, feedback from previous events and general progress. See all Broadsheets (with NP updates) at: http://www.broadclyst.org/index.php/broadclyst-news/broadsheets
Website	Broadclyst Parish Council website, available to access by anyone. The Neighbourhood Plan has its own dedicated area on the website which explains what the Neighbourhood Plan is and gives all the documents, minutes and reports. Updates regularly posted (usually monthly) which are also featured on the main home page. Contact details included on the website. www.broadclyst.org
Social Media	Both Facebook and Twitter pages that are active regularly. Consultation events often posted weeks in advance with more reminders near to the time.
Email	The Neighbourhood Plan officer has their own email which is on the website and in the Broadsheet, so people can use it if they have any responses/queries.
Letters	Often used to contact/inform community groups, landowners and businesses. If the parishioners are required to respond to a letter by also posting (e.g. forms/surveys), a pre-stamped free envelope is usually included.

EQUALITY

The Equality Act 2010 aims to prevent disability discrimination and provide protection for disabled people under the law. It also says that people must not be discriminated against or harassed because they are mistakenly perceived to be disabled.

In particular, it provides legal rights for disabled people in:

- employment
- education
- access to goods, services and facilities
- buying and renting land or property
- functions of public bodies

The Equality Act also provides protection for carers, friends and family members of a disabled person by stating that people cannot be directly discriminated against or harassed because of their association with a disabled person.

NP Consultations:

At consultations the following options were provided to ensure consultations were as inclusive as possible.

1. All site provided disabled access

2. At all sites there was a helper allocated to provide support for those with:
 - visual impairments
 - those who needed a scribe.
3. All consultation material was available to be home delivered in a hard copy format.
4. Colour options on consultation material was selected to ensure user – friendly accessibility.
5. NP Document produced with the status of “no accessibility issues”.
6. Community Facility and Service Steering Group included a member who is a registered carer for a disabled person.

Accessibility regulations:

The Neighbourhood Plan started in 2013 and was submitted in June 2022. The accessibility regulations do not require us to fix PDFs or other documents published before 23 September 2018 if they're not essential to providing our services. The accessibility of the NP documentation is in line with the Accessibility Statement for broadclyst .org¹ .

LAUNCH/ INITIAL COMMUNICATION

INTRODUCTION LETTER

Actions Taken

In April 2014 a letter (see Appendix A for the letter) was sent to community groups in the parish from the chair of the Broadclyst Steering Group at the time (Michelle Bailey). The letter explained to the community groups the aims of the Neighbourhood Plan, including: the community involvement; the impact the Neighbourhood Pan can have on the Parish; and what it can, and can't, do. As well as explaining this, the letter also included information about:

- Where the assigned Neighbourhood Plan Area is
- The roles of the Steering group and when they hold meetings, whilst also welcoming them to attend the next meeting to learn more and possibly volunteer. The venue, time and date of the upcoming meeting and further meetings was included in the letter.
- The Annual Parish Meeting which was focused on the Neighbourhood Plan and gave an opportunity for people to give their views on the issues they believe to be important in the Parish that the plan could deal with. The venue, time and date of the meeting was included in the letter.
- An offer for the Steering Group to meet with their community group in order to ensure that their opinions were heard.
- How to contact to ask any further questions, give any opinions or volunteer to get involved

¹ <https://www.broadclyst.org/parish-council/governance/policies-and-procedures>

Who was Consulted?

The letter was sent to all community groups in the Parish.

Responses Received

No responses received.

Impact on the NP

Increase awareness of Neighbourhood Plan (NP) and attending NP events.

ANNUAL PARISH MEETING 9TH JUNE 2014

Actions Taken

On the 9 June 2014 the Steering Group gave a presentation (see Appendix B for presentation) at the Annual Parish Meeting to the attending parishioners, which explained what the Neighbourhood plan is and how to get involved. It also explained how far along they were in the Neighbourhood Plan process and what was still left in the process. One of the aims of the presentation was to get volunteers, the other was to inform.

Who was Consulted?

All attendees of the meeting. The meeting was open to the public, so all members of the Parish were welcomed.

Responses Received

There was very little/ no feedback.

Impact on the NP

Increase awareness of Neighbourhood Plan (NP) and attending future NP events. There was support for a plan for the Parish that is community led not district led.

FUN DAY STALL 28TH JUNE 2014

Actions Taken

On 28 June 2014 the Neighbourhood Plan Steering Group held a stall at the annual parish Fun Day to try and encourage community engagement with the plan and to help further introduce it into the community. There was displays which explained the Neighbourhood Plan, along with Steering Group members who explained it to the public if they had any queries or wished to get involved. The stall had maps (in picture on right) of the Broadclyst Parish area and the public was invited to give ideas of how the Parish should develop using the plan, what problems could be potentially solved or what they wished to protect within the parish. The public wrote comments on post-It notes. A quiz was also on the stall to encourage people to get involved, with a chance to win a community vegetable box. The quiz was a multiple choice with questions designed to cause people to think about certain parts of the Parish that the Neighbourhood Plan can help, such as traffic. See Appendix C for the quiz.



Who was Consulted?

Everybody who attended the Fun Day could see the maps. All people that lived or worked in the Parish were invited to give their opinions or take part in the quiz.

Responses Received

Feedback was limited. Most of the feedback that was received related to the need for improvement to Broadclyst Station Road and road infrastructure.

Impact on NP

Identified that traffic and travel within and in and out of the Parish is an issue. Ensure these key themes are reflected within the final NP. Some aims and objectives were pencilled.

BROADSHEET SUMMER 2015 ARTICLE

Actions Taken

Whilst also briefly introducing and explaining the Neighbourhood Plan, and giving contact details, the article was written to invite parishioners to respond to some initial suggestions to example aims and objectives, which were given in a table over a two-page spread. Parishioners were invited to read the

suggested aims and objectives of the Neighbourhood Plan and then feedback any other suggestions, agreements or disagreements. The table was split into different themes which then fed into aims within the themes, and objectives that can make the aims possible. See Appendix D-part A for article. The article also mentioned that the Steering Group would soon be publishing a Community Survey (which was published in Jun 2016)

Who was Consulted?

The Broadsheet was hand-delivered for free to every house in the parish.

Responses Received

There were 4 emails (see Appendix D-part B) from parishioners with feedback from the article. Many of the responses were positive, with many agreeing with the housing objectives and many saying that the aims and objectives seemed positive. There was also comments from most of the responders that parking is a large issue in the parish, with some of the responders saying they agreed with the transport aims to help reduce the use of private cars, and that the plan should ensure it addresses this issue. The quality of the roads, such as potholes and ditches, was commented on by a few of the responders.

Impact on NP

E mails supported aims and objectives. Themes raised were in line with range of existing NP aims. Evidenced support for the NP template.

COMMUNITY SURVEY JUNE/JULY 2016

Actions Taken

The survey (see Appendix E-part A) was written in early 2016 by the Neighbourhood Plan officer (Alison Marshall) at Broadclyst Parish Council and the Broadclyst Neighbourhood Plan Steering Group. The survey was designed to reflect on areas that had been identified in previous feedback as being important regarding the future development of the parish whilst also briefly explaining what legality the Neighbourhood Plan will hold when written. There was a six week return period (final day being 17th July 2016) for any parishioners to return their responses by: returning to four places in the parish; posting to Devon Communities Together offices, an option of an online version or scanning and emailing it to the Parish Clerk.

Banners (see Appendix R-part B) were placed in different parts of the parish which were used to remind parishioners of the survey and the deadline. An article (see Appendix E-part C0) was also written on the Broadclyst Parish Council website, informing people of the survey and giving details about it. The article was read 940 times. The survey was also previously mentioned in the summer 2015 Broadsheet article. All the responses were then sent to Devon Communities Together who then produced an independent report which analyzed and presented the results (see Appendix F). Catalyst was also used by Devon Communities Together as an in-house consultancy service when writing the analysis.

Who was Consulted?

The survey was posted to every house in the parish, with spaces for up to five people in one household to answer the questions. On the survey it stated that if there were more than five residents in the house they could contact and request additional sheets. The front page of the survey encouraged young people to be involved in the survey to ensure all age groups were represented. There were 190 responses, with responses from all age groups: three responses from people aged 11-18, thirty responses from people aged 19-39, eighty-two responses from people aged 40-59, fifty-nine responses from people aged 60-79 and thirteen responses from people aged 80+.

Responses Received

A report (see Appendix F) was written by a third party- Martin Parkes from Devon Communities Together, which presented the results and analyzed them. The report went to council the following month, where the results were discussed. It was also shown that village life and safety, rural landscapes and the natural environment are the most important qualities to the residents and these therefore need to be protected. Following the housing responses from this survey, it was decided that a Housing Needs Survey should also be conducted to fully understand the housing needs in the community as these results were not detailed enough.

Impact on NP

Key themes were confirmed and became the chapter headings for the NP. Recognition that economy and employment questions were not included in the survey and that the Steering Groups will need to do evidence-based work to establish Parish needs and gaps. Information was used for the vision statement and for drafting some aims and objectives.

BROADSHEET CHRISTMAS 2016 LEAFLET INSERT

Actions Taken

A Broadclyst Neighbourhood Plan leaflet was inserted into the Broadsheet as a flyer and delivered to all houses in the parish. The leaflet was designed by the Neighbourhood Plan officer at the time (Alison Marshall) and delivered to every house in the parish by the volunteers who usually deliver the Broadsheet. The aim of the leaflet was to ensure everyone knew what the Neighbourhood Plan is (with emphasize that it is community led), and inform them if they didn't, and how to get their opinions considered when the plan was being written. The leaflet also included the Broadclyst Vision; photos of parts of the parish; words that the residents used to describe the Parish (with the data from the Community Survey 2016); and how to get involved in the Steering Group or how to give opinions (including contact details and a link to the website, which contained all the documentation of what had already happened in the plan and what further explained it). See Appendix G for leaflet.

Who was Consulted?

The Broadsheet was hand-delivered to every house in the Parish, meaning all parishioners received the leaflet. The leaflet was inside every Broadsheet that was delivered.

Responses Received

Some volunteers contacted the Steering Group/ Neighbourhood Plan officer, so they could get involved and join the group. No other responses were received.

Impact on the NP

Increase awareness of Neighbourhood Plan(NP) and the need for more volunteers for the themed steering groups.

HOUSING NEEDS SURVEY JAN/FEB 2017

Actions Taken

A Housing Needs Survey (see Appendix H for survey and cover letter) was created by Devon Communities Together- DCT is an independent non-profit-making charity and part of the Devon Rural Housing Partnership. The Community Survey that took part in 2016 had outlined a need for housing but as it did not give enough details to the types of housing needed, it was decided a Housing Needs Survey should take place. The Housing Needs Survey was designed to find out the extent of need for houses in the parish, the different types of houses that were needed and other housing requirements.

A covering letter was also within the envelope given out, which included: what sections of the survey to complete; information about the survey, including why it is taking place; and who to contact (Janice Alexander from DCT) if there was any enquiries or help needed. 1680 surveys were then delivered, by volunteers (travel expenses were reimbursed), to every known house in the parish with a prepaid envelope with the address of Devon Communities Together preprinted on the envelope. It was announced that the survey would have a 6-week consultation period to return the survey by the 28th February 2017.

The promotion methods used to ensure everyone in the parish was aware of the Housing Needs Survey whilst also briefly explaining it, to provide contact details for anyone to ask questions and to remind them of the deadline included:

- Banners (see Appendix I-part A for banners) were placed around the parish- location of the banners was moved three times and they were placed in a total of 11 different locations
- A poster (see Appendix I-part B for both posters) was put up around the parish and posted online on the Broadclyst Parish Council website and social media (Facebook and Twitter)
- A press release (see Appendix I-part C) was sent to local press contact: Devon Live, Heart FM, Radio Devon, East Devon District Council Press Department and Radio Exe.

- Two articles (see Appendix I-part D) were posted on the Broadclyst Parish Council Website: one of the articles was posted 17/02/2017 (read 746 times) and the other article posted on the 21/02/2017 (read 855 times) to further remind of the importance of completing the survey.

Who was Consulted?

The envelope containing the Housing Needs Survey, a pre-paid return envelope and a cover letter was delivered to every house in the parish (1680 delivered in total). See Appendix I-part E for the HNS distribution list, which shows where they were delivered and the quantity that was delivered. Additional surveys could be requested if someone was planning to move into the Parish in the next few years.

Responses Received

There were 286 surveys completed and returned, which was 17% of all dwellings surveyed. The responses were all returned directly to Devon Communities Together, who then produced a report (see Appendix I-part F) which analysed all the responses that were received, producing key conclusions, and gave recommendations to the Parish Council including the need for affordable housing. Also, 69% of people who answered the question said they would agree to a small housing development if it was affordable and for local people.

Impact on NP.

Provided evidence of market and affordable housing need, as well as support for other types of housing as and the size of housing sites supported by the community.

CALL FOR LAND JUNE/JULY 2017

The Call for Land application closed on 5pm July 31st 2017, after being active for a 6-week consultation period. Every landowner that came forward and filled in the form was then sent a Call for Land response letter, which explained the next steps in the process and what to do if they wished to withdraw their land or change land use options. See Appendix J for application form and response letter.

The Call for Land took place to find out what landowners were interested in their land being in the Neighbourhood plan and what purposes the available land could be used for. The following events all had a part in promoting the Call for Land, as well as word of mouth between landowners and businesses themselves. The responses received for these events were all in the form of application forms and didn't differentiate from each other.

BROADSHEET ARTICLE SUMMER 2017- CALL FOR LAND

Actions Taken

An article was published into the summer 2017 edition of the Broadsheet: one section gave an update regarding the Housing Needs Survey (which included what the survey identified a need for) and one section addressed landowners to consider being part of the Call for Land process. It stated what the Neighbourhood Plan needs land for, how to register interest if they had land that they believed was

useful and how to get an invite to the Breakfast Meeting if they were interested in finding out more/ getting involved. The closing date for the Neighbourhood Plan Call for Land Form was also included, with the Neighbourhood Plan officer's contact details. See Appendix J-part A for article.

Who was Consulted?

The Broadsheet was delivered for free to every house in the parish.

Responses Received

The responses received were through the form of a Call for Land application form from the landowners, and they were then sent the Call for Land response letter.

FUN DAY STALL JUNE 24TH 2017- CALL FOR LAND AND VISION

STATEMENT

Actions Taken

The Neighbourhood Plan held a stall at the 2017 Fun Day, which contained two displays. The Fun Day is widely promoted including posters, banners, website articles, social media and posted on radio/events websites. This means it draws in a lot of visitors from every area of the parish. The first display was to get parishioners opinions on the Vision Statement of the Neighbourhood Plan. The display showed the Vision Statement for people to read, then allowed people to take post-it notes and add ticks if they agreed with the statement and crosses if they did not agree with all or parts of it. If they said no, there was a sheet where they could add what they would change and where anyone could add any general comments.



The second display was on the topic of the Call for Land. The display stated that the Broadclyst Neighbourhood Plan could help local businesses and landowners to improve/ grow whilst also saying what a Neighbourhood Plan can do. Part of the display also showed what the Neighbourhood Plan needed land for, to ensure that the land put forward was suitable. There were copies of the letter which explained the Neighbourhood Plan as well as the Call for Land. There was an invite for land/business-owners to the Breakfast Meeting to find out more if they were interested. On the stall there was also Call for Land forms that the relevant people could pick up and take with them to fill it in. See Appendix J-part B for the posters used on both stalls.

Who was Consulted?

The Fun Day is a public event which anyone can attend, and there were many parishioners that attended the event. The display did generate some interest about the Vision Statement and a range of comments were able to be obtained from a range of age groups as it was a family event. However, many people that attended the Fun Day did not come to the stall as they were there for the events and a family day instead of reading information.

Responses Received

Overall, the responses were general positive regarding the Vision Statement and there was 25 just ticks, meaning that they agreed completely with the Vision Statement. Other responses were still positive but suggested other things they believed should be added. The majority of people commented, and gave suggestions, on transport and traffic either in and around the parish (such as parking) or the use of the main road by commuters (causing congestion issues).

Overall summary of responses within different categories:

Transport & Infrastructure-

- Need a sentence that highlights that: traffic and the transport network/ infrastructure is limited and will not cope with increased high-density housing at Exeter / Broadclyst boundary. (This made up 79% of the comments)
- Request for more cycle paths to help traffic congestion issues. (This made up 40% transport comments)
- Request for cycle paths to double as mobility routes and for disability access.
- Request for station north side of the railway (Broadclyst side). Why was there not a platform Broadclyst side when Cranbrook was built?
- Stop use of Broadclyst car park being used as a Park and Ride facility. Car park remains full all day (4hr max stay between 9 and 5pm)

Housing-

- Need for affordable housing was requested. National Trust rents are extremely high and limit the renters demographic profile. This was 36% of all comments but 100% of the people commenting on housing asked for affordable residences. However, affordable were not necessarily houses but apartments/ flats.
- Need for houses specifically for "locals" This was 80% of the comments made on housing.

Services-

- Request for new doctors' hub/ surgery to serve new community of 1,544 new dwellings.
- Request for swimming pool
- Request for Shops/ Supermarket/ Bakery /Garage
- Request that there needs to be an over view of disability access (drop curbs, things in park for disabled, changing facility with raised bed hoist, mobility circuit)

Environment-

- Concern for green spaces to be protected

Impact on NP

Gave clear indicators for the NP's focus and led to the feedback on the NP's vision statement.

CALL FOR LAND APPLICATIONS (TIMELINES)

The Call for Land form application closed on 5pm July 31st 2017, after being active for a 6-week consultation period. Every landowner that came forward and filled in the form was then sent a Call for Land response letter, which explained the next steps in the process and what to do if they wished to withdraw their land or change land use options. See Appendix J for application form and response letter.

The Call for Land took part to find out what landowners were interested in their land being in the Neighbourhood plan and what purposes the available land could be used for. The following events all had a part in promoting the Call for Land, as well as word of mouth between landowners and businesses themselves. The responses received for these events were all in the form of application forms and didn't differentiate from each other.

After this date further Landowners contacted the Parish Council wishing to be involved in the call for Land process. These included landowners and businesses who own land in the Parish but live outside the Parish. Further sites were accepted up to the final AECOM Sites Option assessment process. This was to ensure that all sites went through a similar assessment process.

BROADSHEET ARTICLE SUMMER 2017- CALL FOR LAND

Actions Taken

An article was published into the summer 2017 edition of the Broadsheet: one section gave an update regarding the Housing Needs Survey (which included what the survey identified a need for) and one section addressed landowners to consider being part of the Call for Land process. It stated what the Neighbourhood Plan needs land for, how to register interest if they had land that they believed was useful and how to get an invite to the Breakfast Meeting if they were interested in finding out more/ getting involved. The closing date for the Neighbourhood Plan Call for Land Form was also included, with the Neighbourhood Plan officer's contact details. See Appendix J-part A for article.

Who was Consulted?

The Broadsheet was delivered for free to every house in the parish.

Responses Received

The responses received were through the form of a Call for Land application form from the landowners, and they were then sent the Call for Land response letter.

LANDOWNERS BREAKFAST MEETING JULY 12TH 2017

Actions Taken

A meeting was held at the New Inn on July 12th 2017 8.30-9.30am, which all landowners in the Parish that were interested in the Neighbourhood Plan were welcomed to. A presentation was held by the Neighbourhood Plan officer (Janvrin Edbrooke, in picture on right) to help the landowners understand what a Neighbourhood Plan is and how important land provisions are in the process.



The meeting was promoted by: a poster and article on the website, the Broadclyst Parish Council Facebook and Twitter page, the Broadsheet and a letter to local businesses and landowners. The letters were sent to all landowners by June 27th 2017 to inform them of the meeting and request to be on the invite list, whilst also giving them enough notice time. After the Breakfast Meeting a follow up letter was given to the attendees of the meeting to help summarize the meeting, including how to get involved, what the Neighbourhood Plan can do with land (e.g. allocations for development/protection or identifying future land use) and explain the stages in the Call for Land process. This included the legality of the Neighbourhood Plan in terms of planning legislations. See Appendix J-part C for both letters and pictures of promotions.

Who was Consulted?

All landowners and businesses in the parish were sent a letter informing them of the meeting. See Appendix J-part C for a list of attendees of the meeting.

Responses Received

Any of the responses received from landowners (who wished to be involved) were taken in the form of a Call for Land application form, which they would have completed and returned later. Everyone who attended was sent a follow up letter which gave them details of how to get a Call for Land application form. After they completed a form. they were sent a Call for Land response letter (which is sent to all applicants).

Impact on the NP

Clear indication of a high level of interest by landowners within the Parish in providing land for the NP. Land for different uses was clearly identified to reflect sites needed for the provisional chapters of the NP.

BROADSHEET ARTICLE SUMMER 2017- VISION STATEMENT

Actions Taken

Another section of the article was written to get opinions of the draft Vision Statement, which was written from the feedback of the Community Survey. The article aimed to ensure everyone understood the Vision Statement so it explained what a Vision Statement is: “A vision is an overarching statement, or series of statements describing what you want your neighbourhood area to be like at the end of the plan period (2031)” and a list of what it should include/be: “Vision statement should be: Concise, Locally distinctive, What you hope the area will look like, What changes will be needed, What it will be like to live and work there.” After this, the potential Vision Statement was presented, and the parishioners were asked to give their opinion on the draft. Link to article, see page 13 for Vision Statement:

<http://www.broadclyst.org/phocadownload/Broadsheet/35BroadsheetSumme2017.pdf>

Who was Consulted?

The Broadsheet was delivered to every house in the parish. There was also information about the Vision Statement on the Fun Day Stall 2017(see previous pages of the consultation statement for the feedback received.

Responses Received

There was little response received as many of the parishioners had already given their opinions at the Fun Day. In response to the comments received, the Vision Statement was changed and improved to include the feedback gathered, and then posted in the Autumn Broadsheet 2017 edition to show the improvements. Link to article, see page 16 for updated Vision Statement:

<http://www.broadclyst.org/phocadownload/Broadsheet/36BroadsheetAutumn2017.pdf>

Impact on the NP

This vision statement was accepted as the draft version. This was later altered in the NP process to be changed to the first two paragraphs describing the Parish to give the area context with the final paragraph being the actual vision statement. Small alterations to the wording was also implemented to provide greater clarity.

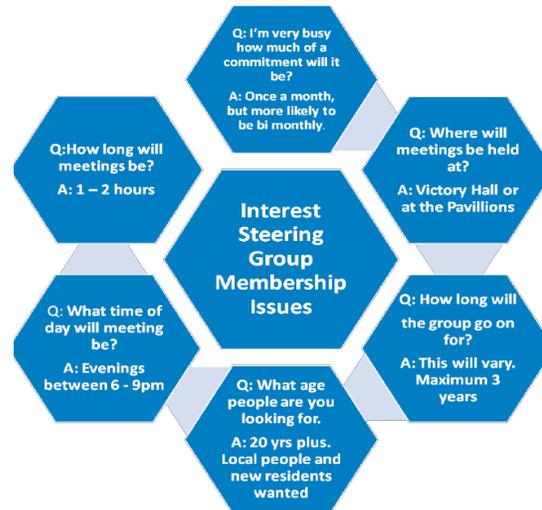
STEERING GROUPS

The Neighbourhood Plan Steering groups which were set up in 2014 has disbanded. The 2017 Neighbourhood Plan Steering Groups meet once every month for one hour. Their initial work consisted of building an evidence document for their Steering Group theme. Later work was drafting policies necessary for their themed area and drafting a theme section for the Submission Document.

BROADSHEET ARTICLE WINTER 2017

Actions Taken

An article was then written for the Broadsheet which explained how the invitation Steering Group evening went and was used as an opportunity to advertised the need for more members to join a Steering Group. To try and encourage people to join a bubble map (see right) was included in the article to answer queries that people may have had before volunteering. The article also listed the groups that still needed volunteers. The article also told people to visit the website if they wanted to: look at the PowerPoint slides and the tasks from the meeting, get a description of each themed area and to get any further information that may be needed. See appendix K for article.



Who was Consulted?

The article went in the Broadsheet which gets delivered to every household in the parish and posted onto the website.

STEERING GROUPS LAUNCH EVENT SEPTEMBER 2017

Actions Taken

A launch event for the Neighbourhood Plan Steering Groups was held on September 27th 2017 in the Wiltshire Room, Victory Hall. The aim of the event was to set up a Steering Group for each themed area of the Neighbourhood Plan and get volunteers for these groups. A small presentation was given by the Neighbourhood Plan officer, which explained the commitments of being part of a Steering Group and explained the role of the groups in the Neighbourhood Plan process.

Each group was sized 4-10 members, and the volunteers that came forward were told to spread the word to people within the parish as there was more volunteers required. The themed areas are:

- The Natural Environment
- Economy and Employment
- Infrastructure and Areas
- History and Heritage
- Sports, Recreation and Leisure

Who was consulted?

Anyone was welcome to attend the meeting, and there were around 40 attendees which included councilors and members of public. Everyone at the meeting was given the presentation, took part in a taster workshop and given the choice of which Steering Group they would like to commit to.

Responses Received

A large number of volunteers and many of these parishioners chose a themed area and became part of that Steering Group and took part in the activities that evening. If they chose to commit, they stayed for the rest of the evening and completed some material and data about their groups which was then referred to/ used in later meetings. The response was positive, and this set the base for each of the Steering Groups.

Impact on the NP.

Steering Groups were established, and each Group after research and evidence produced a chapter for the NP to cover their themed area. The Settlement group were an advisory group who looked at the content of Chapters in relation to their settlement. Two steering groups provided content for the Design and Climate Change chapter. An overview Steering Group was established to develop the Housing Chapter and to be the key decision-making group for the NP. This group consisted of PC Councillors and members of the public; each Chapter had representatives within this group.

BLACKHORSE TRAFFIC SURVEY JULY 2018

Actions Taken

This was the first time a community group had made the initial contact to raise an issue for the Neighbourhood Plan. A group of residents from the Blackhorse contacted the Neighbourhood Plan officer about their concerns with traffic along the old A30 Honiton Road. They were advised to get data and evidence of traffic issues and to attend and present at the Infrastructure Steering Group on the 26/2/2018. The group presented and gave their petition and lorry movement data to the Steering Group. They believed there was a problem with traffic on the old A30, which often initiated from station road (in the picture on the right), that could be solved/helped using the Neighbourhood Plan. It was agreed that it was an issue, and that official evidence was needed in order to include it in the Neighbourhood Plan. The Infrastructure Steering Group meeting resulted in agreeing to commission a traffic survey. This was then taken to council on the Full Council Meeting on 5 March 2018. The Neighbourhood Plan Report (written by the Neighbourhood Plan officer) that was given for this meeting said:



“Infrastructure Steering Group.

A group of Blackhorse residents met with this group to hand over their petition and data collection on lorry movements along the old A 30 at Blackhorse. The resident group presented their experiences of traffic issues along this road. The group were informed as to how traffic issues can be included in a Neighbourhood Plan. Three next steps were presented and agreed on.

- NP to commission a traffic survey to get data on number, type and speed of traffic along the Blackhorse Road (old A30)
- Meet with Simon Bates (EDDC) on the location of Clyst Valley Trail cycle crossing on this road.
- Residents to research and produce a Blackhorse Traffic Calming document for the Infrastructure Steering Group.

Recommendation: For Council to acknowledge that the Neighbourhood Plan is supporting local residents and exploring transport solutions and traffic calming measures at Blackhorse.”

The council then agreed to the recommendation (this was minuted). The survey was paid for by the Neighbourhood Plan budget and then completed by Road Data Services on the week 03/07/2018-09/07/2018. The survey was completed in three different areas: Broadclyst village, Blackhorse and Crannaforde Crossing.

Responses Received

The results showed the number of vehicles, type of vehicles and speed of vehicles going northbound and southbound. See appendix L for B3181 results, appendix M for Crannaforde Crossing results and appendix N for Blackhorse results.

Impact on the NP

Increased awareness on the content of traffic and transport issues in a NP. To recognise that traffic and travel policies have to be backed by evidence. Created a programme of work for informing the Infrastructure and Access Chapter.

YOUNG PEOPLES’ SURVEY REPORT SUMMER 2018

Introduction

This report is to show the response of young people who attend Broadclyst Primary School to five questions they were asked about Broadclyst Parish in the summer term of 2018. The questions were made to find out what the children currently enjoy and use in the Parish, and what they would like to see change in the future.

Survey Approach

To engage young people, it was considered that the best way would be to work in partnership with Broadclyst Primary School. The school integrated the Neighbourhood Plan questions into the pupils' curriculum for the Summer Term. The following steps were taken in the approach:

- Head of the Broadclyst Primary School agreed to help to consult with the children to get their opinions
- A meeting held with the teachers of year 5 and 6 to decide on how to approach the children and the ways of communicating their ideas. It was decided that the teachers would use Yamma to ask children questions on the topics given and a photography challenge, so they could show their favorite parts of the village.



Response

The responses were 25 votes for the first question, 68 votes for the second question, 2 votes for the third question, 2 votes for the fourth question and 53 votes for the final question. These votes are from students in year 5 and 6 (9, 10 and 11 years old). The students could give more than one answer, while also liking comments by other students to show they agreed with their comments.

The following table summarizes the results from the year 5 and 6 pupils at Broadclyst Primary school. The numbers represent the number of students who said/ agreed this comment.

Question	Response from year 5/6 (9, 10 and 11 years old)
Tell us something that you would like to improve... Total votes= 26	Repaint the play equipment/treehouse-8 More play equipment- 6 Less litter/ more bins- 5 Calmer/ less busy roads- 2 More parking- 1 More events held- 1 Toilets cleaner- 1 Netball courts that are free to use- 1
Tell us any extra facilities that you would like Total votes= 68	Crazy golf course- 11 Open library- 9 Water park- 8 Swimming pool- 6 Scooter park- 4 More shops- 4 Another/bigger park- 4 Trampoline- 4

	Table tennis table- 3 BMX park- 3 Bakery- 3 Chill out area- 3 5v5 football pitch- 2 Rugby pitch/posts- 2 Netball court- 2
Tell us some things that you like about Broadclyst Total votes= 2	Tennis courts- 1 Pubs- 1
Do you have any comments about getting to school? Total votes= 2	The walk has pretty views- 2
Tell us a facility that you use in Broadclyst Total votes= 53	Pavilions- 11 Play park- 10 Leisure center- 9 Tennis courts- 5 Pubs- 5 Toilets- 4 Victory hall- 4 Post office- 3 Netball courts- 2

Comment

There was a constructive response from the pupils of the Primary School, which is helpful for the Broadclyst Neighbourhood Plan. There are several ideas from the younger people that can be considered when preparing the Neighbourhood Plan. These include:

- Providing more play, sport, leisure and recreation opportunities and facilities
- Protect existing community facilities
- Provide more community local green space
- Provide more local retail outlets.

The other issues raised that are outside the scope of the Neighbourhood plan but for the Parish Council to take up include:

- Maintenance of existing play areas especially the tree house
- Litter management and ensuring all facilities are clean
- More local events

Impact on the NP

Increased awareness of the content of a NP from a younger person’s perspective. What these age group value and see as important or a problem in their Parish informed the chapters of the NP

SOCIAL MEDIA

Actions Taken

Throughout the consultation process, the Broadclyst Parish Council's social media was used as an important way of communication to the public. The social media pages were often used to inform the public to events that were happening in the future, to provide parishioners with information about how to get their opinions heard and to give them several reminders of surveys that are taking place, including the deadlines for the return. These posts were made on the Facebook page (<https://www.facebook.com/broadclystparish.council/>) and the Twitter page (<https://twitter.com/BroadclystPC>). The social media pages also have a link to the Parish Council website, which has further information about the Neighbourhood Plan and getting involved and contains all the documents that have been written such as Neighbourhood Plan updates and information for Steering Groups. The website also has different categories inside the Neighbourhood Plan section- including a category for landowners.

Who was Consulted?

The social media pages are public, which means anyone can view them. The social media pages and website are well advertised on posters that the council places around the parish for events and are promoted at community events. See Appendix O for posts and any responses (all posts are dated).

Responses Received

There are little responses received from social media posts as they are only used to inform the public of events/ remind them of surveys. Both of the social media pages have a link to the website which has contact details on it if there are any enquiries about any of the posts. Some parishioners have commented on Facebook posts to ask questions about events (which were then answered by the page admin), however this has only happened a few times. There was a suggestion in a comment, and they were told to email the Neighbourhood Plan officer to try and make this possible.

Funded Social Media Campaign: Selection of potential sites for the NP

A 6-week social media campaign (SMC) was commissioned to promote and to run alongside the First Public Consultation on the potential sites for allocating in the Neighbourhood Plan.

Social Media Aims:

To engage, inspire, celebrate local, inform about NP, build good relationship and human connection between public, council and NP. Key message – come to the roadshows, it's your chance to get involved.

The SMC included:

- Daily Facebook & Twitter posts
- Links to website

- Blogs
- Interviews
- Web Landing page

A weeks programme took a format as seen in the Table below but this varied just before, during, and after the Consultation events.

Motivation Monday	Quote sharing inspiration at start of week #MotivationMonday
Tuesday	Either NP info/news/stories linked to it (with link to landing page) OR video interview about person’s involvement with NP
Wednesday	Blog excerpt, link to landing page
Throwback Thursday/NP info	Share older images of area, or info on NP, plus how their input/needs matters. Include Hot Topics.
Friday	Invite public to share snaps of their favourite spot in the area or #Friday Feeling celebrating something local over weekend

Interviews



Simon Bates

Simon Bates works for EDDC in the Natural Environment Sector on delivering quality green spaces that benefit nature and people. We asked him what role the Broadclyst Neighbourhood Plan should play in balancing development need with healthy green spaces.

Blogs were used local people from a variety of backgrounds that had a passion for Broadclyst and or the content in the Neighbourhood Plan. In the Table below are the reasons behind the Blogs and how these linked into the whole campaign.



Gemma Cole’ Blog

Gemma Cole fully embraces a busy life with two young children, a business, allotment and involvement in Broadclyst VIPs. Read why she thinks Broadclyst is the village that everyone wants to live in ...

Blogging: 1. Promote the campaign 2. Increases web presence	<ul style="list-style-type: none"> • Agree list of local people to be guest bloggers ‘What Broadclyst means to them’ • Uploaded onto website
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<p>3. Reach different sectors of community 4. Increase reach & engagement as contributors share with their networks</p>	<ul style="list-style-type: none"> • Promoted on social media • Weekly
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The Table above shows a variety of roles for Blogs / Interviews in the Social Media Campaign The SMC was to get a reaction and involvement of the public to the first public consultation event. Both of which was achieved.

Although no data was officially collected, it was noted by staff at the public events that attendees were from a different demographic than previous consultation events with more people in the 20 -40 age bracket attending. When questioned by staff “Where did you hear about the event” a large percentage stated Social Media. This question was not asked of all attendees, so no official results are available.

Facebook and Twitter Posts were responded to and reacted to. The posts were also shared with different groups, showing that posts were going further than the original source.

Links to the Broadclyst website on the social media posts meant that web hits could be collected.

The Web hit data is presented in the Table below. The May date is 2 weeks before the public events when the SMC had just started. The second date is the week after the public consultation events. The web hit data shows that the events and social media campaign has a very significant effect on website hit data. It was interesting to note that data levels remained high after the public events, but this could be because it was during the 6-week website consultation phase. Blogs and interviews made during the campaign continue to be watched. See Table below which shows website hit data.

Area on the Website	10/5/19	3/6/19
NP Landing Page	1336	12,976
What is an NP	330	553
Community Consultation	1111	9216
Broadclyst NP Area	801	7,467
NP Documents	806	7,637
Blogs/ Interviews	701	1,417
What will it bring	65	119
What we have done	185	289
What’s next	125	255

The role of social media was adopted and utilized for all Neighbourhood Plan Consultations.

Impact on the NP

Information provided was used by the Steering Group to detect areas of support and the areas which were highlighted by comments and questions received. This enabled chapter content to be added and or amended.

ALLOCATION OF SITES 2019

Format

The Figure below shows the three modes of consultation used for the two Allocation of Sites Consultations.

Community Consultation Events.

For the community to look at and provide comments on the potential sites for inclusion in the Broadclyst Neighbourhood Plan.

There are THREE ways this will be done:



Figure: Showing the three modes of consultation utilized.

The First Consultation was used to re-engage the public with the Neighbourhood Plan process. The Neighbourhood Plan has been around for some years and this event was to relaunch and educate people on what a Neighbourhood plan is and how allocating sites can provide for the community and Parish. A social media campaign was completed before, during and after these events to engage, inspire, celebrate local, and to inform residents.

The public were able to comment on potential NP sites at a total of 8 public events as seen in the Table below.

VENUE	DATE: 2019	TIMES
Victory Hall	Saturday May 18 th	1- 5pm
Beare Layby -	Monday May 20th	2-7pm
Westwood	Tuesday May 21st	2-7pm
Pavilions Broadclyst Village	Wednesday May 22nd	8.00am – 8pm
Westclyst	Thursday May 23rd	2-7pm
Black Horse Pub	Friday May 24th	2-7pm
Annual General Meeting Pavilions Broadclyst Village		
Funday	Saturday 22 nd June	10- 6pm



The potential sites templates for the Neighbourhood Plan were placed on banners. The public were asked to fill out a handout (see Appendix P) providing feedback and comments on the sites. The venues were manned by staff to take questions and to help members of the Parish.

27 sites were presented at the first event. Each site was presented in the same way so that sites were comparable. (See Appendices P part b).

There were

- 3 mixed Development Sites
- 4 Economic Sites
- 5 Housing Sites
- 8 Green Spaces
- 6 Woodland Sites.

The public consultations were at venues across the Parish, as it was decided to take the consultation to the people rather than use one central location. The use of a mobile classroom was used to achieve this, as many of the



settlements do not have community facilities or public houses. This localized provision was well received with all venues being well attended.

The Second Consultation

A second consultation took place to get the communities feedback on:

1. The preferred location for the Community Sports Hub and a preferred surface.

2. Further Sites that were not ready to come forward for a variety of reasons for first sites consultation. 2 Housing 3 Mixed Development Sites. These sites were not 'second best' or late entries.

The table below shows that the consultation was held at less venues as it was a familiar model but would draw people and sporting clubs into a consultation process.

An "in house" social media campaign was completed before, during and after these events to engage, inspire, celebrate local, and to inform residents. The Broadsheet advertising the Second Consultation was received by every house in the Parish 3 weeks before the consultation. The Table below shows public events for the second community sites consultation.

Date	Time	Venue
Sunday 6 th October 2019	11:00 to 15:00hrs	Broadclyst Sports Pavilions, EX5 3JB
Tuesday 8 th October	08:00 to 20:00hrs	Broadclyst Sports Pavilions, EX5 3JB
Wednesday 9 th October	16:00 to 20:00hrs	Westclyst Community Primary School, EX1 3YG
Thursday 10 th October	16:00 to 20:00hrs	Westclyst Community Primary School, EX1 3YG
Friday 11 th October	15:00 to 20:00hrs	Blackhorse Inn Function room, EX5 2AN
Saturday 12 th October	11:00 to 15:00hrs	Blackhorse Inn Function room, EX5 2AN

All the mixed development sites were Located in Broadclyst Station as well as one of the Housing Sites. The density of these sites is as a result of the AECOM report being updated to include the Cranbrook Western Expansion and Cranbrook Master plan that recently came into the public domain. The other Housing Site was in Broadclyst Village.

The other three sites to be presented were for the a Community Sports Hub. An aspiration of the Broadclyst Neighbourhood Plan is for a Community Sports Hub site to be allocated in the Parish.

Three potential sites were presented.

A Community Sports Hub:

- ✓ An all-weather pitch. (Flood lit)
- ✓ A Community Building
- ✓ Secure Storage compound
- ✓ Car parking



As well as site selection, the community were asked to select the type of surface for the community all-weather pitch. Selection of surface was obtained by asking attendees their first choice, second choice and the surface they did not want. A table of sports showed what sports each surface could provide the

community. Data would provide evidence of need for and sporting use of a Community Sports Hub. The Table below shows the types of sport that can be played on each type of surface.

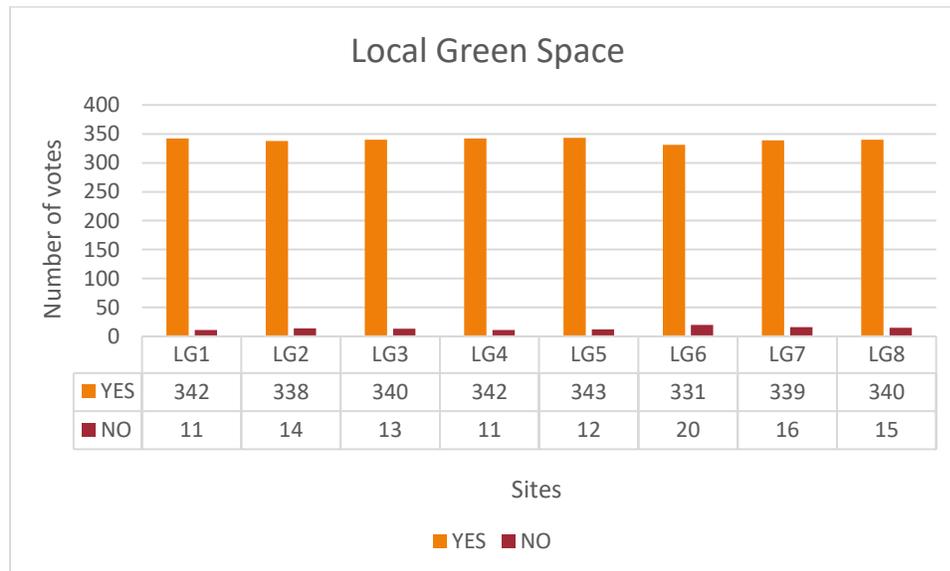
Surface A	Surface B
Matches for: Hockey, Hockey 5's Netball, Tennis, Mini Tennis and Futsal (FA game)	Matches for: Football, Lacrosse and American Football, Rugby Union and League. (shock pad)
Training or recreational surface for: Athletics Basketball Cricket Football Lacrosse Tag Rugby Rounders Bowls Walking Games of Hockey, Football, Netball and Rugby.	Training and recreational surface for: Tag Rugby Walking games of Football and Rugby.

Who was Consulted?

People who work and live in the Parish. However, there were more postcodes on the response forms from outside the parish, these were considered to be those people actively involved in Parish life and/or its clubs and societies.

Results

Local Green Spaces:



Woodland Results



Community Sports Hub

- i. In relation to the community’s support for Brockhill (CSH B), Clyst Vale (CSH C), and Wintergardens (CSH W) were noted:

Support for / not for each site (Broadclyst Postcodes only)

	CSH B	CSH C	CSH W
Total%	45.70%	84.30%	32.90%

- ii. Respondents were asked to indicate their 1st, 2nd and 3rd choice of each site

	1st Choice	2nd Choice	3rd Choice
CSH B (Brockhill)		31%	
CSH C (Clyst Vale)	65%		
CSH W (Winter Gardens)			35%

- iii. to note the community’s preferred sports surface;

	First Choice	Second Choice
Surface A	62%	
Surface B		33%
No Preference		
Blank		

Economic Sites

E1	E2	E4	E5
Beare	Haylodge	Crannaford	Winter Gardens
82%	60%	83%	65%

Housing Sites

H1	H2	H3	H5	H6	H8	H9
Town End	Jarvishayes	Blackhorse	Haylodge	Heathfield	B'clyst Station North*	B'clyst Station South*
33%	62%	74%	41%	51%	53%	38%

Mixed Development Sites

MU1	MU3	MU5	MU7	MU8	MU9
Hungry Fox	Lodge Trading Est	Silverton Mill	Crannaford	Elbury Farm	B'clyst Station South*
40%	41%	86%	58%	67%	40%

Final Sites going forward to Reg 14

The Overview Steering Group final resolutions were for the following sites to go forward into the Reg 14 Draft Broadclyst Neighbourhood Plan:

1. All local green sites to progress
2. All woodland sites to progress
3. 4 Housing Sites to go forward
4. 5 Sites for the Economy and Employment Chapter

The decision-making process is covered in detail in Appendix 19 and shows the progress of each site. Multiple sites such as Crannaford and Haylodge progress is also presented in this Appendix.

Impact on the NP

This consultation gave clear indicators on the potential sites put forward for inclusion in the Draft NP. Votes and comments from the consultation were used by the Overview Steering Group to make decisions on the sites progression in the NP process.

REG 14 CONSULTATION

As required by Regulation 14 of the Neighbourhood Planning Regulation 2012, Broadclyst Neighbourhood Plan was required to undertake a pre-submission consultation of the proposed Neighbourhood Plan document. The regulation states:

14. Before submitting a plan proposal to the local planning authority, a qualifying body must—

(a) publicise, in a manner that is likely to bring it to the attention of people who live, work or carry on business in the neighbourhood area—

(i) details of the proposals for a neighbourhood development plan;

(ii) details of where and when the proposals for a neighbourhood development plan may be inspected;

(ii) details of how to make representations; and

(iii) the date by which those representations must be received, being not less than 6 weeks from the date on which the draft proposal is first publicised;

(b) 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 development plan; and

(c) a copy of the proposals for a neighbourhood development plan to the local planning authority.

To comply with this Regulation the proposed Broadclyst Neighbourhood Plan was consulted on from December 1st 2020 until 28 February 2021.

Reg 14 Consultation in Lockdown Covid 19

The Government guidance was not-prescriptive with different approaches to Regulation 14 being taken across the country, Guidance included contact in writing or by telephone as examples for communication with those who do not have access to the internet. The key consideration was for the Group/Parish council to satisfy themselves that they are meeting the requirements of both:

- (i) the Neighbourhood Planning regulations to publicise the consultation in a way which is likely to bring it to the attention of those who live/work or conduct business in the parish, and;
- (ii) the latest government advice on the Covid-19 restrictions – both generally in terms of hand hygiene and social distancing and specifically in terms of neighbourhood planning. The government guidance on neighbourhood planning was last updated in mid-May and has clarified that face to face engagement is not mandatory and neither is providing a physical hard copy of a plan to view at venues. See: <https://www.gov.uk/guidance/neighbourhood-planning--2# covid-19>

Reg 14 Process

To comply with both Regulations the proposed Broadclyst Neighbourhood Plan was consulted on from December 1st 2020 until 28 February 2021 and the following processes was adopted:

A. Advertising: The Consultation used a variety of techniques to bring it to the attention of the community, which were deliberately time phased.

In December the community Newsletter “The Broadsheet” launched the Consultation. This circular goes to every house in the Parish. The two page article on the Neighbourhood Plan (Appendix Q1) encouraged residents to take part in the consultation and how they could do so.

In January the Social Media campaign posting to all Parish community Groups was launched and ran throughout the period with the number of posts increasing each month and then again weekly in February. The campaign picked up on Covid 19 themes/ lifestyles, local news and content from the NP themed Chapters. Appendix Q2 shows a range of posts.

In February posters were put up in all settlements. The posters as seen in Appendix Q3 were deliberately located in places with a high footfall in Covid times.

For the last two weeks of February Social Media posts were daily.

B. The length of the consultation was extended to cater for Covid 19 restrictions and the festive period. It ran from Dec 1st to Feb 28th to give people much longer to respond (13 weeks instead of the statutory 6 weeks).

C. Printed Documentation was provided.

- (i) For those wanting to work with a paper rather than web documents. 50 copies of a shortened version of the NP (NP Summary in Appendix R1) available on request and delivered directly to the residence was put in place. NP Summary Documents were returned via a box system, with a Covid 19 delayed pick up time in place. made hard copies of people could pick up a Plan at venues across the Parish.

- (ii) Paper copies of the feedback form (Appendix R2) were also printed and delivered to people who did not have access to the internet or for those favouring a paper version. SAEs were provided to encourage the return of the form. The NP Summary's and paper feedback forms were utilised by the public who welcomed delivery to their residences.

- D. The two Logos (Appendix R3) created for the Broadclyst Neighbourhood Plan were successful in branding the advertising and all the paperwork at Reg 14 Consultation.

- E. The Reg 14 Neighbourhood Plan, Summary Document, Appendices were available on the Broadclyst Neighbourhood Plan website. On the Parish Council home page the online consultation was featured and by clicking on the NP logo you were taken to the online feedback form Appendix R4 The form was designed to work on phones, tablets as well as computers.

- F. The consultation was publicised via email directly to community, strategic and statutory organisations. A complete list of Statutory organisations contacted is provided in Appendix R5.

Overview NP Steering Group work with Reg 14 responses.

The breakdown of responses received were:

1. Statutory Authorities and Organisations 26
2. Community Responses Online 56 Paper responses 7 Overall total 63
3. Total number of responses to Reg 14 was 89.

The ONPSG took from March to July to process the Reg 14 responses in the following way:

1. Review community responses first but comments made on the sites were collated and put into a sites document.
2. Review all Statutory responses except EDDC.
3. Review EDDC comments on the general policies of the Plan
4. 63 community responses and 25 statutory bodies responses were completed prior to the EDDC site assessment. All respondents received a personal response.
5. The EDDC documents took 7 NP Overview Steering Group meetings and one whole day meeting to process the Site Allocation policies. The meetings were weekly from May 17th and completed on July 2nd.
6. All the Reg 14 policies were redrafted and then 13 selected policies were sent to AECOM for an Evidence Base and Policy Development report. This process involved AECOM having the 13 post Reg 14 redrafted policies and all Reg 14 responses and a copy of the Steering Groups personal responses.
7. The NP Overview Group having received and accepted the AECOM report then completed the final response documents for the EDDC and key landowner the National Trust.

Statutory Responses (Appendix S1)

In total 26 responses were received from statutory bodies. These were:

1. East Devon District Council (LPA)
2. National Grid (Avison Young)
3. The Environment Agency
4. Highways England
5. Historic England
6. Natural England
7. South Somerset Council
8. South West Water
9. Forestry Commission
10. AECOM (SEA)
11. AECOM (HRA)
12. Bishops Clyst PC
13. NHS Torbay and S. Devon
14. Origins/ Burrington Estates
15. Devon Countryside Access Forum
16. DCC Historic Environmental Team
17. Cranbrook Town Council
18. Aylesbeare PC
19. East Devon Hockey Club
20. LED Leisure Management
21. Hallam Land/ Taylor Wimpey
22. Network Rail
23. DCC Planning, Transportation and Environment
24. Nupremis Cambridge Limited
25. National Trust
26. Mid Devon District Council

These responses were considered by the Overview Steering Group (along with the community responses) and where appropriate amendments were made to the Neighbourhood Plan document. The Steering Group wrote to each consultee that responded, thanking them for engaging in the process and outlining their response to the consultee and where appropriate the changes that will be made to the Draft (Appendix R1) based on their input.

Appendix S1 contains all the replies written by the overview steering group which provides detail on the range of feedback material provided.

Appendix S2 provides template letters sent to responders.

When all the statutory and community responses had been considered, a revised version of the Reg 16 Neighbourhood Plan Policies Summary document was produced and placed on the Broadclyst website (Appendix R1).

Statutory Responses Summary

Nine of the statutory responses made no significant suggestions for amendments to the document. The rest provide material and suggestion to the specific details. The largest response document was 54 pages, with several others providing feedback of more than 4 pages.

East Devon District Council's response was the most substantial response. The majority of issues raised were improvements to the wording to ensure better understanding of the specificity of the policies and improving the justification and supporting text. In a few instances it was recommended that policies were removed from the plan. In a lot of instances these revisions were considered positive by the overview steering group and changes were made.

Community Responses

The community responses were processed first by the Overview Neighbourhood Plan Steering Group (ONPSG) before looking at the Statutory Responses. The responses provided by the OSNPSG reflect this stage of the process and would have been more informed if these were last in the process. However, it was considered important that the community received their feedback first and for it be close to the date of the consultation period. The letter accompanying the feedback did provide some context of the next steps in the NP process (Appendix T1).

Community Responses Summary (Appendix T2)

The range of themes raised by the responses from local organisations and residents was broad. Many of these pertain to specific locations or interests of the respondent. Many of these continued to raise issues that had emerged strongly through earlier community consultation, such as the value of the natural environment, along with improvements

Feedback on these themes provided the steering group opportunity to review where these matters are addressed within the Neighbourhood Plan and review whether they were able to strengthen or clarify the intentions of the plan on these matters.

A few respondents wished to inform the steering group of factual and text errors, or update where things had progressed from previous consultations. Where this was the case, the document has been amended to reflect these changes.

Largely the responses from these residents and organisations were supportive of the document and its intentions.

A number of responses fell outside the content of the Neighbourhood Plan rather than lose this evidenced material the ONPSG decided to table such responses and send it to the Parish Council for their attention.

This part of the Regulation 14 consultation provided the Broadclyst Neighbourhood Plan Steering group with a broad range of feedback. The revisions made in the light of this feedback have strengthened the policies and community actions within the document and ensured that the intentions of these are

clearly articulated. Further updates to ensure factual accuracy have also been made (Appendix T2). provides all the community feedback responses and the ONPSG personal reply to each responder.

Impact on the NP

The consultation event resulted in the development of the NP Submission document. The submission document shows evidence of extensive changes to the Reg 14 NP. All chapters and most of the policies had amendments made and the additional of extra material.

Analysis of Online Response Forms.

The company that ran the Reg 14 online consultation on the Broadclyst Parish Council website, provided an analysis report. This feedback report is available in Appendix U1. with the online form being presented in screen shots in Appendix R4 The report revealed that those completing the form were predominately members of the community and or community organisations, with the majority of completed forms being from individuals in Broadclyst Village.

Online Responses Summary.

When using the slider to show how strongly each person supports the 6 Policy Chapters, the results in the Figure C1 below shows that there was a good level of support for all Chapters, with Design and Climate Change and the Natural Environment being marginally stronger.

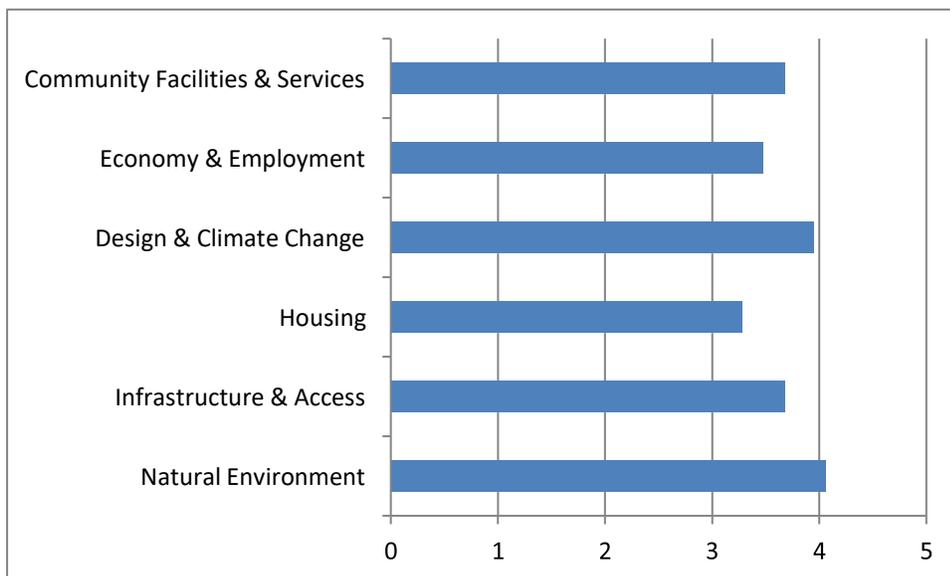


Fig C1: Level of Support for the Policy Chapters

It was interesting to note that that although people reported that the Natural Environment as their strongest area, the overall feedback was greatest for the housing section. Perhaps indicating content with the material in the Natural Environment Chapter but having more to say on the material within the

Housing Chapter. This report presents the qualitative data for each Chapter under 6 subcategory headings which manages the data in a different way.

Impact on the NP

For the NP (policies and content) to be updated in light of data from the reports.

Reg 14 Conclusion

The Regulation 14 consultation has provided the Broadclyst Neighbourhood Plan Overview Steering group with an extensive broad range of feedback. The revisions made in the light of this feedback have strengthened the policies and community actions within the document and ensured that the intentions of these are clearly articulated. Further updates to ensure factual accuracy have also been made.

Reception of feedback from the ONPSG was very well received by members of the community, and the examples below show how well received it was:

Thank you for your comments regarding my observations on the NP. It is very reassuring to know that one's observations have been considered.

Just a note to thank you for you to reply, it's the first time that I've received any feedback from filling in a questionnaire!

Reg 16 Draft: Consultations and Submission

A Draft Reg 16 version was produced which went through two further assessments.

1. **An Evidence based policy development assessment:** looked at a number of policies which were highlighted in the Reg 14 consultation. Advice and guidance on the Policy content was provided as seen in Appendix 29, and this was used to amend yet further the Policies of the Broadclyst Plan. A Reg 16 draft version 2 was written and sent to an Examiner for a NP Health Check to be undertaken.
2. **A NP Health Check** (App 30): looked at the Broadclyst NP Reg 16 Draft version 2 and gave guidance on the recommendations to be undertaken prior to its submission to EDDC. This document resulted in changes to:
 - The Basic Conditions Statement
 - The Strategic Environmental Assessment
 - The Habitats Regulation Assessment
 - Further work and Consultation with EDDC
 - Consultation Statement.
 - Appendix 14 and 19
 - NP Draft: Changes to the wording of policies; deletion of content, and both specific and general adjustments to sections within the Plan.

The Health Check was also shared with EDDC and they produced a feedback report commenting on

the Reg 16 version and comments made by the Health Checker.

Submission Dec 14th 2021.

This consultation process resulted in the production of a third version of the Reg 16 Draft. It was this version that was submitted to EDDC on Dec 14th 2021. Prior to submission the draft was released to the community and was an agenda item on the Parish Council open public meeting on Dec 12th, 2021

Submission June 2022

On receipt of the EDDC draft Legal Compliance Assessment it was agreed that the NP submission would be delayed allowing further work to be completed.

- A viability report (Appendix 36) was commissioned and was utilised to update the NP.
- Other changes recommended in the LCA were addressed.
- An extra section on First Homes was inserted to ensure new legislation had been inserted into the NP as the transition period for NP had now lapsed.

Prior to resubmission the draft was released to the community and was an agenda item on the Parish Council open public meeting on June 20th, 2022.

This document, which summarises the processes leading up to the submission version of the Broadclyst Neighbourhood Plan, and the supporting Appendices are considered to comply with Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations.

CONSULTATION STATEMENT CONCLUSION

From the outset of creating a Neighbourhood Plan for Broadclyst the steering groups have been clear that this will be a community led document.

Engaging the community in such a long-standing project which started in 2013 has been challenging as changes in, NP legislation, National planning law, Design Codes, Climate Change and the outbreak of Covid 19 have all complicated the understanding of a Neighbourhood Plan.

Such change and the following factors have also effected engagement with a NP:

- Understanding what a NP could and could not do.
- Extensive Strategic Development in the Parish.
- Change of NP Leadership within the Council.
- Collapse of the Exeter Strategic Plan
- Emerging East Devon Plan

Despite the large list of changes and influences the support from local residents in consultations on the call for sites and throughout the Regulation 14 consultation suggests that a community led product has been achieved. The decision to provide personal to all participants following the Regulation 14 consultation helps to achieve this. Other stakeholders with an interest in the Neighbourhood Plan have been consulted and their feedback has been incorporated into the final document. The Broadclyst Plan is a much-improved document for having gone through such a diligent process.

Ensuring the document complies with the East Devon Local Plan and National Planning Policy Framework whilst reflecting the community's wishes is a delicate balancing act which reflects the fundamental purpose of Neighbourhood Planning.