

Hunsdon

**HUNSDON AREA NEIGHBOURHOOD PLAN –
CONSULTATION STATEMENT
October 2021**

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1. Introduction

This Consultation Statement has been prepared to fulfil the legal requirements of Part 5, Regulation 15 of the Neighbourhood Planning Regulations 2012 in respect of the Hunsdon Area Neighbourhood Plan (HANP).

The legal basis of the Statement is provided by Regulation 15(2), which requires that a consultation statement should:

- Contain details of the persons and bodies who were consulted about the proposed Neighbourhood Development Plan.
- Explain how they were consulted.
- Summarise the main issues and concerns raised by the persons consulted and describe how those issues and concern have been considered and, where relevant, addressed in the proposed Neighbourhood Plan.
- This document provides a record of the engagement that took place at the various stages of the plan's evolution. The main methods used to publicise the consultation and engagement process are documented, along with the main findings from the engagement.

2. Aims of consultation process.

Hunsdon Area Neighbourhood Plan Group (HANPG) embarked on the process of community consultation with the following aims:

- To engage all sections of the community in the opportunity to shape the future of the Hunsdon Designated Area through the creation of a Neighbourhood Plan.
- To strengthen the sense of community by ensuring the Plan was informed by the views of local people and stakeholders right from the beginning of the neighbourhood planning process.
- To engage as many local people as possible in the neighbourhood planning process through a combination of traditional and online media and public events
- To ensure that outcomes from key consultation events fed directly into policy amendments and improvements to the Plan.
- To ensure that the views of residents could be taken in to consideration and residents feel that the process has been open and transparent.
- To engage with as broad a cross section of the community as possible and utilise a variety of methods of consultation to enable as many people as possible to be included.
- To ensure initial consultation results were used to inform wider consultations at subsequent stages of the Neighbourhood Planning process.
- To ensure that hard to reach and marginalised groups are consulted.

3. Background to consultation

- At a meeting of the Hunsdon Parish Council on 19th March 2018 residents and councillors discussed the draft East Herts District Plan and the need to progress the Hunsdon Area Neighbourhood Plan (**See Appendix 1**) This was followed by a presentation by the Neighbourhood Planning Officer from East Herts DC.

- The Parish Council agreed that a Neighbourhood Planning subcommittee would be formed to prepare and develop a neighbourhood plan on its behalf and with its support - The Hunsdon Area Neighbourhood Plan Group (HANPG)
- The decision was taken to empower the community and ensure membership of the group was open to all.
- HANPG met for the first time on 18th April 2018 (**see Appendix 2**) to decide how to take the project forward. The intention to develop a Neighbourhood Plan was publicised in the local *Parish News* on the Hunsdon Parish Council website, on noticeboards and Hunsdon Parish Facebook pages (**see Appendix 3** for examples of excerpts of articles referring to the Neighbourhood plan in the Parish News and on the website).
- Hunsdon Parish Council's application for the designation of their Neighbourhood Area to East Herts District Council (EHDC) was approved on 29th November 2017 (**See Appendix 4** for the Request for Area Designation for Hunsdon Neighbourhood Plan and EHDC approval).
- An early list of persons or bodies to be consulted was drawn up (Appendix 5). The consultation process included online and postal questionnaires, public open days and workshops, and social media discussions. Full details are provided in the next section.
- Several residents, two Parish Councillors and the Parish clerk also joined the group. The group was supported by professional input from an experienced local neighbourhood planning consultant, Jacqueline Veater of Govresources.
- The present make-up of the HANPG comprises:
 - Frank O'Shea, Chair, Parish Councillor
 - Jackie Carthy resident
 - Bud Carthy resident
 - John Felstead resident
 - Pauline Fitch resident
 - Mike Newman resident and chair of Hunsdon School
 - Carole Page Clerk to Parish Council
 - Malcolm Slater resident
 - Bob Toll Parish Council Chair
 - And with thanks to Martyn Reid past chair of the Group

4. People and organisations consulted.

In addition to parish residents, non-statutory groups and organisations, businesses, statutory consultees, landowners and adjacent Parish Councils were consulted during the course of the neighbourhood plan process.

The HANPG referred to and consulted a number of outside reports and surveys to help develop the Plan, for example:

- Herts Environmental Records Centre (HERC) supplied the HANPG with an Ecological Networks Attributes Approved Biodiversity Metric, the ecological value of these habitats can be quantified and accurately reflected in the planning process wildlife survey Feb 2019 (**Appendix 6 and 7**)

- A heritage report carried out on Grade 1 listed Hunsdon House by Wortledge Associates **(Appendix 8)**. This report was prepared, plotting the history of Hunsdon House and defining its heritage significance, including the contribution its setting makes to that significance.
- Places for People carried out a Housing Needs Survey (12.01.2019) – **(Appendix 9)** with an addendum for Hunsdon **(Appendix 10)**.
- Hunsdon Playground Consultation report (March 2019) **(Appendix 11)**.

Evidence to support the preparation of the draft Neighbourhood Plan has been gathered continuously throughout the preparation process. The analysis, objectives and policies in the Neighbourhood Plan have drawn on a wide variety of other sources. These include:

- The evidence base for East Herts District Plan
- Hertfordshire County Council
- The Office for National Statistics: 2011 Census
- Hunsdon History Society
- Hunsdon Scout Group
- The Environment Agency
- Historic England records and
- Local Service providers (the shop and pubs, the school)

5. Community consultation process

Phase 1: (2018) Community Engagement and Household Survey

An experienced neighbourhood planning consultant was appointed to guide the preparation of the Neighbourhood Plan in June 2018. Initial work was undertaken within the Group with guidance from their consultant to gather views about the Parish: the important characteristics of Hunsdon Parish; housing; transport; environment; heritage and conservation; business and employment; community health and wellbeing.

In the absence of an up to date Parish plan or design statement, the HANPG initiated work and research which formed the basis of the key policy areas for the Neighbourhood Plan. The key policy areas in the draft Neighbourhood Plan examined were:

- Housing (covering protection of the green belt, housing requirement)
- Transport (traffic impact, sustainable transport)
- Environment (green spaces, wildlife, cherished views, areas of Special Scientific Interest, renewable energy)
- Heritage and conservation (non-designated heritage assets, proposals to align preserve and enhance the character of the Hunsdon conservation area)
- Business and employment (local employment opportunities)
- Community health and wellbeing (recreation space, multifunction open space, access to health facilities).

Community engagement at Hunsdon Fete, 16th June 2018

Hunsdon Fete is a popular annual event in the village and was well attended by families. Conscious of the need to increase engagement with this demographic, the HANPG set up a stand at the Fete (on the Hunsdon Playing field) and encouraged residents to view maps and the vision and objectives document and ask questions.



In order to reach a wider audience, HANPG decided to set up a dedicated website for the Hunsdon Neighbourhood Plan, www.hunsdonneighbourhoodplan.org.uk and Facebook Page under the then name of Hunsdon Parish Neighbourhood Planning Group

Members of HANPG collected photographic images of sites of interest, landmarks and environmental features from around Hunsdon Parish and local residents were encouraged to send in photos that reflected what village life meant to them, many of which were used in the draft Plan.

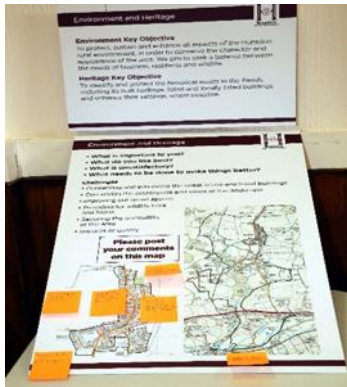
Progress in 2019

The Group advertised by flyers to all households and public notices (See **Appendix 14**) an interactive community consultation event in February 2019 at which draft key proposals and draft Vision and Objectives for the Neighbourhood Plan were shared with local residents. That was closely followed by the Household Survey which was delivered to every household in the Parish of Hunsdon. Responses to that, both on paper and online, were collated and analysed together with the feedback from the February consultation event. These responses and their analysis shaped the drafts of the Neighbourhood Plan

A. The Community Consultation Event February 2/3, 2019 - developing our vision and objectives.

The primary purpose of this event was to gather community feedback on HANPG's draft vision statement and objectives that would underpin the Plan. It was held in the local Village Hall as an open exhibition over these two days. Leaflets publicising the event were hand delivered to all 541 households in the Parish. It was publicised on the Hunsdon Neighbourhood Plan website and

Facebook page and the village noticeboards, Hunsdon Community Hub website and Facebook page (**Appendix 15**).



Other key objectives of the day included:

- Reminding residents of what the neighbourhood planning process entails and its importance.
- Providing the community with an update on the work of the Group
- Generating questions and discussion about the proposed Plan
- Seeking offers of help from local volunteers to progress the Plan
- Mapping the next stages in the process

An introductory presentation was given by HANPG's planning consultant which explained the process of producing a Neighbourhood Plan from a draft vision, through agreeing objectives, gathering evidence, and considering alternative policies to be included in the plan (see Open Day Presentation Slides Feb 2/3, 2019, **Appendix 16**).

More than 70 local residents took part, in addition to those organising the event and members of HANPG. Attendees were asked to take an interactive part which included ranking a draft set of Neighbourhood Plan objectives with sticky dots (**see Appendix 17**); and joining in roundtable discussions (facilitated by members of HANPG) on topics like housing, transport, and community facilities. It was also presented to the children at Hunsdon school. A full meeting report of all the comments collected at the Open Day (and the school) was collated (**see Appendix 18**)

B. The Household Survey

The household survey (**Appendix 12**) was hand delivered in February 2019 to every household in Hunsdon Parish with a return date of 1st April 2019.

HANPG designed the survey to gather the community's views on the local issues that mattered to them most. It was intended as a scoping and fact finding exercise to inform the development of the first draft of the Plan's vision and objectives. It also represented a further opportunity to explain the neighbourhood plan process to residents and secure their support.

The survey included sections aimed specifically at under 18s and over 60s.

Residents were asked to return completed survey to the village shop and other collecting points or by post. Alternatively, they could complete it online, a web link for which was provided in the hard copy.

There was also help and support for people to complete the survey in the Village Hall with help and support from volunteers. Two dates were offered 15th and 23rd March 2019.

A total of 147 completed survey response forms were returned, which is approximately 25% of all households . ONS Census data from 2011 indicates 1080 residents, 856 over 18. The total population is now reckoned to be nearer 1300 and the number of households in the Parish at 541, all of which, bar one, are in the Hunsdon Designated Area. The Group analysed the results in April and May 2019 and produced an analysis of the responses of both the community event in February 2019 and the Household Survey (**Appendix 12**). The completed results presented a wide and detailed picture of the local community's hopes, needs and concerns. This shaped the drafting of HANP's vision statement and policy objectives A thank you notice was circulated on Facebook, website, and noticeboards.

Places for People completed a housing needs survey of the whole Gilston area with an appendix re Hunsdon, which they released to HANPG. (**Appendix 10**) which was duly considered.

C. Issues raised during the 2019 consultation process – and how they were addressed in the Plan.

Household Survey

The HANPG's household survey and the earlier consultation event in February produced some rich findings ((Hunsdon Neighbourhood Plan Survey Insights 2019- **Appendix 13**). The issues raised in residents' responses fundamentally shaped the vision and objectives, and the findings run right through the policies that underpin the Plan. Respondents placed great value on Hunsdon rural character and several of the Plan's objectives reflect the intention to preserve and enhance green space around the Parish and safeguard important vistas. Policies HHD1 and HE 1 to 6 have particular relevance for the preservation and enhancement of Hunsdon's rural character and green spaces.

The survey responses highlighted a clear preference of 80% for no further housing to be built in the village, nevertheless so far as new housing was needed people had strong opinions on the type and mix of housing required in Hunsdon. Many highlighted the importance of providing new housing for older people living in the village who wished to downsize and for affordable housing for local people and that it should reflect the character of the village, Policies HHD 2-6.

The survey revealed a shortfall in public transport provision. From the survey 77% plus of the respondents rated the transport links as 'Poor'. A high proportion felt it was important to address the issues with heavy goods vehicles, with concerns over Hunsdon's limited road infrastructure and traffic congestion. Policies HT1 and HT2 address these concerns.

A number of respondents felt it was important to enhance Hunsdon's recreation, social and health facilities and stressed the crucial role to the village, Policies HWB1 and 2.

Other issues raised– the Task List

As a result of the consultation and survey, ideas and suggestions for improvements to facilities and services in the Parish and how to improve the lives of people living and working in the Parish were collected. Those issues and suggestions that could not be achieved through the Neighbourhood Planning process have been captured in a Task List which is attached as an Appendix B to the Plan. Grant funding through schemes such as Biffa and the Heritage Lottery Fund and funding from new developments (S106 and/or CIL or New Homes Bonus etc.) will be directed to projects that will benefit the greatest number of residents and businesses. These projects will be complementary to and implemented in parallel with, the policies in the Neighbourhood Plan to achieve the agreed objectives. The Task List is attached as **Appendix 26**

Phase Two: Statutory Consultation (Regulation 14) 2021

The Regulation 14 Draft Hunsdon Area Neighbourhood Plan (**Appendix 19**) consultation was launched on 1st February 2021 and closed 8 weeks later, on 22nd March 2021. The consultation was advertised on the:

- HANPG website
- HANPG Facebook page
- Hunsdon Community Hub Facebook
- Posters on noticeboards in the village

Leaflets being distributed to each and every household(531) in the parish.

A Summary Booklet (**Appendix 20**) of the Plan was produced to ease reference to the contents of the draft Plan which summarised the purpose and policies of the Plan, how they were arrived at, how to obtain further information and join our webinar and how to respond or make representations on the draft Plan. This was distributed to every household as well as going on the website and Facebook together with a Questionnaire form on paper and online (**Appendix 21**) for people to give their responses.

This consultation was in the midst of the Coronavirus Pandemic which prevented public meetings or events. The Group was very conscious of the need to give people extra time (hence 8 weeks for the consultation period) and made considerable efforts to reach everyone in the community and to allow for people who did not have easy access to the internet.

A public Q&A Webinar (**Appendix 23**) was held remotely via zoom on Tuesday 16th February 2021 at 7pm, to give residents the opportunity to ask questions in relation to the consultation draft plan and gain help from the HANPG and our planning consultant on any queries or how to fill in the response form.

Residents were encouraged to complete the form on-line if they were able to, but if they were not comfortable with this option, comments could be written on the paper copy of the form and dropped into the post office/shop or to the Parish Clerk's home address

In addition to the public consultation, notification of the consultation was sent to more than 85 addresses either posted, hand delivered or by email. These addresses included statutory consultees, local landowners, charities, adjacent parishes, local businesses, and East Herts Council (see full list in **Appendix 24**).

Issues raised by the Reg 14 consultation – and how they were addressed in the Plan.

All responses to the Reg14 Consultation were duly logged in a spreadsheet and identified as to source and policy reference where applicable; this combined paper responses from residents, online responses from residents and others and responses sent in by statutory consultees by separate documents or email. (See **Appendix 25** for the full list-personal addresses of residents have been redacted.)

A total of 60 residents responded with a total of 1402 comments. Each respondent was given a HANPG reference number 1-60.

The statutory and other consultees who replied comprised:

- 3 Charities with local interests (Herts & Middlesex WT, CPRE, Herts Garden Trust),
- 5 landowners
- Hertfordshire County Council and East Herts DC
- Natural England, Historic England, Environment Agency, Thames Water, National Grid, Canal & River Trust.

Analysis of responses

The Group and its consultant considered the responses given by [a] residents and [b] other consultees both statutory and non-statutory.

(a) Residents

The current population of the parish of Hunsdon is estimated at about 1300 living in approximately 540 separate households. All bar one of these house holders live within the Designated Area.

A total of 60 residents replied on the questionnaire (whether paper or online) with 1402 comments, all of which were duly logged in the spreadsheet referred to in the consultation statement and on the website at **Appendix 25**.

The vast majority of responses (over 96%) expressed support for the draft policies and measures. Just over 3% disagreed and some added qualifications or suggestions.

The housing policies were widely supported although some residents opposed even infill development, but most supported it with a concentration on small affordable houses for local people. The protection of the Area's green spaces and natural and built environment received wide support. The impact of development on traffic in the parish was a concern of many. Adaptation for climate change and renewable energy had support too.

Other Consultees.

In addition to the public consultation, notification of the consultation was sent to more than 85 addresses either posted, hand delivered or by email. These addresses included statutory consultees, local landowners, charities, adjacent parishes, local businesses, and East Herts Council (see full list in the List of Consultees **Appendix 24**).

Summary of Response Points Provided by Statutory Consultees

	Support	Do not support or require Change	Advisory or Suggested Changes	Changes made
<i>East Herts District Council</i>		31	11	36
<i>Hertfordshire County Council</i>	4	13	17	23
<i>Historic England</i>	5	1	4	5
<i>Environment Agency</i>		1	2	2
<i>Canal and River Trust</i>	5	1	4	3
<i>CPRE</i>			6	1
<i>Herts and Middlesex Wildlife Trust</i>	1		1	1
<i>Hunsdon Village Hall Trust</i>	2		3	
<i>Hertford Gardens Trust</i>	1		8	7
<i>Diocesan Board of Finance</i>		2		1
<i>Natural England</i>			1	
<i>National Grid</i>			1	
<i>Thames Water</i>			1	1
<i>CPP/Briggens Estate 1 Limited</i>		6		2
<i>Cromer Estates</i>		3		
<i>Paul Dixon</i>		5		3
<i>AT Bone</i>	2	1	1	
Grand Total	20	65	60	85

A second spreadsheet was extrapolated with all responses of substance-i.e. more than simply “agree” or “disagree” and action requested or recommended noted in full or summary with a record of the HANPG’s response by way of action taken or declined and the changes made to the draft plan, if applicable. This is the Comments Log at **Appendix 27**.

Many of the required or suggested changes referred to precision of the language and clarity, need for cross-reference or integration with other policies / guidance of the authority or nationally. Records of non-designated assets from Herts County Council (**Appendices 28 & 29**) were examined.

The points of objection by landowners related to policies affecting their properties and can be fully examined in the Comments Log (**Appendix 27**). In particular, changes have been made to Housing Policies with the removal of the Green Gap policy in the light of comments made by some landowners and East Herts DC. A considerable number of the other comments of the Statutory Consultees have been reflected in subsequent revisions of the Neighbourhood Plan carried out by the Group working with their consultant.

6. Conclusion

Development in the Hunsdon Area has been widely discussed within the community of Hunsdon and with the relevant authorities, landowners, and statutory bodies and their views listened to and carefully considered.

The Parish Council received regular reports on the progress achieved by the HANPG. The HANPG has kept residents informed of every stage of the neighbourhood planning process through a mix of methods, for example, Hunsdon Parish News, social media (HANPG Facebook, Hunsdon Community Hub Facebook), its own website www.hunsdonneighbourhoodplan.org.uk, posters on noticeboards in the Parish, leaflet drops to every house, and monthly updates to the Parish Council placed on the Hunsdon Parish Council website <https://hunsdon.org.uk/parish-council/>

The drafting and preparation of the Hunsdon Area Neighbourhood Plan has built upon the inputs of all stakeholders, residents, landowners, businesses and statutory consultees, and through successive revisions has identified a sustainable policy platform for the development and protection of Hunsdon through to 2033.

7. Appendices

Most of the documents can be found on our website under Documents/
Neighbourhood Plan/ Evidence Base:

<https://hunsdonneighbourhoodplan.org.uk/mdocuments-library>

Appendix 1 HPC Minutes March 2018

https://hunsdon.org.uk/PC_minutes/Minutes_March_2018.pdf

Appendix 2 HANPG Minutes April 2018

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=33>

Appendix 3 Examples from Hunsdon Parish News, HPC Face book page

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=475>

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=478>

Appendix 4 Request and afor Area designation from East Herts Council

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=480>

<https://www.eastherts.gov.uk/planning-building/planning-policy/neighbourhood-planning-activity-east-herts/hunsdon>

Appendix 5 Early List of Potential Consultees

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=482>

Appendix 6 HERC Ecological Network Attributes

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=210>

Appendix 7 HERC Herts Ecological Network Maps

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=212>

Appendix 8 Heritage Report by Wortledge Associates

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=208>

Appendix 9 Housing Needs Survey

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=220>

Appendix 10 Housing Needs Survey Hunsdon Addendum

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=218>

Appendix 11 Playground Consultation Report.

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=214>

Appendix 12 Household Survey

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=224>

Appendix 13 Hunsdon Survey Analysis / Insights

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=216>

Appendix 14 Advertising Open Day

<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=493>

Appendix 15 Consultation Open Day/Household Survey on Facebook
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=539>

Appendix 16 Open Day Presentation Slides
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=488>

Appendix 17 Presentation Boards
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=80>

Appendix 18 Report on Open Day
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=222>

Appendix 19 Draft Pre Submission Plan
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=247>

Appendix 20 Summary Booklet Of Pre submission Plan
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=192>

Appendix 21 Response Questionnaire
<https://hunsdonneighbourhoodplan.org.uk/questionnaire>

Appendix 22 Maps
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=275>
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=273>

Appendix 23 Webinar
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=335>

Appendix 24 List of Consultees
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=500>

Appendix 25 Full List -Comments Log
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=520>

Appendix 26 Task List - Appendix B, Neighbourhood Plan (Draft)
<https://docs.google.com/spreadsheets/d/1uyDUI2jP6WIGKNyhjqjVWFVRO4SIXwc0/>

Appendix 27 Comments Log and changes to submission draft
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=500>
<https://docs.google.com/spreadsheets/d/1uyDUI2jP6WIGKNyhjqjVWFVRO4SIXwc0/>

Appendix 28 HCC Heritage Records for Hunsdon Area
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=441>

Appendix 29 HCC Heritage Monuments Full Report
<https://hunsdonneighbourhoodplan.org.uk/?mdocs-file=439>