



**Ocle Pychard Group Neighbourhood Development Plan  
2011-2031**

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# **Consultation Statement**

## **Part 1: Preparing the NDP**



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## 1. INTRODUCTION

1.1 This Consultation Statement has been prepared to accompany the submission of the Ocle Pychard Group Neighbourhood Development Plan (NDP) to Herefordshire Council (HC), the local planning authority, and to ensure that the relevant statutory requirements are met.<sup>1</sup> To do this, the Statement:

- Contains details of the persons and bodies who were consulted about the proposed Plan;
- Explains how they were consulted;
- Summarises the main issues and concerns raised by those consulted; and
- Describes how these issues and concerns have been considered and, where relevant, addressed in the proposed Plan.

### Format of the Consultation Statement

1.2 The Statement is presented in two Parts. Part 1 covers the following stages of Plan preparation, arranged in chronological order:

- The initial stages of work on the Plan, covering the establishment of the Neighbourhood Area and the steering group (section 2)
- Initial community engagement to explore and identify issues (section 3)
- The residents' questionnaire survey (section 4)
- Assessing potential land for housing, including a Call for Sites and consultation on site and settlement boundary options (section 5).

1.3 Each section of the Statement provides an overview of the activity undertaken at each stage. Documents referred to are either included within the Appendices or referenced by web address.

1.4 Part 2 of the Statement deals with the processes undertaken in meeting the requirements of Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.

1.5 The following consultation approaches were used in preparing the submission draft NDP:

- Posting of material on a dedicated NDP page on the group parish website at <http://oclepychardgroup-pc.gov.uk/>
- Monthly Parish Council and regular steering group meetings open to the public. There were 13 Steering Group meetings over the period of discussing and preparing the NDP. The Steering Group was composed of Parish Councillors and other volunteers, and was well-attended. The Parish Council minutes and notes of the Steering Group are all available on the website.
- Regular updates on the NDP process included in the monthly Community Newsletter, distributed free of charge throughout the Neighbourhood Area.
- Posting of material on the parish noticeboards in the villages and at the Burley Gate Community Shop and the Village Hall.
- Open day drop-in sessions at the Burley Gate Village Hall. This is the only such facility within the Neighbourhood Area; centrally and accessibly located, it is the venue for many community events and meetings.

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<sup>1</sup> Neighbourhood Planning (General) Regulations 2012, Regulation 15 (2)

- Residents' questionnaire survey.
- Call for Sites, to help identify potential land for housing.
- Distribution of printed copies of the draft NDP to all households in the Neighbourhood Area as part of the Regulation 14 consultation, together with consultation by post and email to consultation bodies and other consultees.

## **2. ESTABLISHING THE NEIGHBOURHOOD AREA AND STEERING GROUP**

2.1 The following steps and actions were undertaken in terms of initiating work on the Plan:

- Parish Council consideration of and unanimous resolution to produce a Neighbourhood Plan and form a Steering Group at its meeting on 16 February 2016.
- Consultation by Herefordshire Council on the proposed designation of the Ocle Pychard Group Neighbourhood Area, April 2016. The Neighbourhood Area application was approved on 3 May 2016. The Area is the same as the Group Parish, i.e. the parishes of Ocle Pychard, Felton and Ullingswick.
- A Public Meeting, attended by 49 members of the public, to launch work on the NDP and seek volunteers for the Steering Group. This was held as part of the Annual Parish Meeting on 3 May 2016.

2.2 The issues and concerns raised in this initial stage of the plan-making process comprised in summary:

- The extent to which the community could control the type of development it wants in the villages and the Neighbourhood Area.
- The number and type of housing to be delivered through the NDP.
- The relationship of the NDP to existing planning designations, such as Conservation Areas, and to current planning applications and extant planning permissions.
- Queries in respect of the process to be followed.

2.3 These issues and concerns centre on delivering greater local control over development by making use of the new powers available under the Localism Act 2011. They were considered and addressed by:

- The Parish Council decision to undertake a NDP
- Application for Neighbourhood Area designation
- Establishment of a NDP Steering Group reporting to the Parish Council.

2.4 Table 1 sets out the detail of the activities undertaken, with supporting documents included in Appendix 1.

**Table 1: Establishing the Neighbourhood Area and Steering Group**

Date	Who was consulted	How they were consulted	Main issues and concerns raised	How the issues and concerns were considered and addressed in the NDP	Reference
16 February 2016	Group Parish Council	Agenda item		Decision taken to produce a Neighbourhood Plan and to establish a Steering Group. The minute extract reads: At which time the Council then voted and it was unanimously RESOLVED in favour in producing a Neighbourhood Plan. Cllrs Richard Leitch and Simon Harmsworth to form a Steering Group with formal Terms of Reference.	GPC Minutes 16 February 2016 available on website: <a href="http://oclepychardgroup-pc.gov.uk/">http://oclepychardgroup-pc.gov.uk/</a>
1 – 29 April 2016	Community	Consultation by Herefordshire Council	None received	Application for designation of the Ocle Pychard Group Neighbourhood Area approved	HC, Ocle Pychard Group Neighbourhood Area Decision Document, May 2016, A1.1.
3 May 2016	Community	Public Meeting, Burley Gate Village Hall	Wide range of issues raised as to housing numbers and types, delivery, brownfield land, heritage assets, and process.	Issues raised were explored in subsequent Steering Group discussions and informed the residents' questionnaire.	Community Newsletter entry April 2016, and Minutes of Annual Parish Meeting, A1.2.

### 3. EXPLORING THE ISSUES

- 3.1 Following the public meeting on the 3 May 2016, efforts initially focussed on reporting back to the community via the Community Newsletter and moving to establish the Steering Group. The first meeting of the Steering Group was held in July 2016.
- 3.2 With this in hand, an Open Day was arranged to provide an opportunity to explain to the wider community how it was intended to go about the preparation of the NDP and to identify and explore local issues. The Open Day was publicised through the Community Newsletter and by a poster in the village noticeboards and at the Burley Gate Community Shop and the Village Hall.
- 3.3 The Open Day was a drop-in event held at Burley Gate Village Hall on Saturday 30 July. A series of information boards were produced to set out the process of preparing the NDP, introduce some of the issues and questions to be tackled, and explain how it related to the Core Strategy. The principal issue highlighted was the minimum housing requirement set by the Core Strategy for the NDP, and that three settlements in the Neighbourhood Area had been identified for housing growth - Burley Gate, Ocle Pychard and Ullingswick. The event also made use of consultation material provided by Herefordshire Council, in the form of pre-printed "flags" which in total covered a wide range of planning and land-use issues. Attendees were invited to pin relevant flags to three parish maps in order to record where they thought issues such as flooding, heritage or development arose. A comment form was also available. Steering Group members and the planning consultant were on hand to answer questions.
- 3.4 A total of 50 members of the public attended the Open Day, equivalent to 10% of the adult population of the Neighbourhood Area. The flag exercise proved popular, with over 140 flags having been selected and pinned to the three maps at the close of the event. To summarise the main issues raised through this process:
- Road safety measures needed at Burley Gate High Street and where Lyvers Ocle meets the A465.
  - The narrow roads make driving more hazardous.
  - Flooding mitigation and infrastructure needed, specifically at Holme Oaks.
  - Concern regarding development in Conservation Areas.
  - Flood mitigation is needed near the streams.
  - Due to the lack of mains drainage in some areas, careful consideration of future housing is needed as this has the potential to impact on nearby water courses.
  - Bridle Way/Public Rights of way survey is required.
  - Narrow sub-roads.
- 3.5 Potential housing sites were identified at:
- Old Monkton Farm.
  - Some of the fields adjoining A417/A465 at Burley Gate.
  - Fields adjoining the A417 in Ullingswick.
- 3.6 A report was prepared on the Open Day and posted to the website. This details all the flags chosen by their pinned location, together with other comments made. The report is available at <http://oclepychardgroup-pc.gov.uk/wp-content/uploads/2016/08/Full-Flag-Report.pdf>.



3.7 The Open Day provided information on the local issues and concerns to be addressed in the Plan as well as initial comments on potential sites for new housing. Issues and concerns arising were considered and addressed by:

- Ensuring that the matters raised were used to inform the overall focus of the residents' questionnaire survey, with questions seeking further information on specific points, such as the types of housing and use of the settlement boundary, flood risk, and areas for development and protection.

3.8 Table 2 summarises the activities undertaken at this stage, with supporting documents included in Appendix 2.

**Table 2: Exploring the issues**

Date	Who was consulted	How they were consulted	Main issues and concerns raised	How the issues and concerns were considered and addressed in the NDP	Reference
June 2016	Community	Community Newsletter entries	Information giving and awareness raising, including invitations to join the Steering Group and to attend the Open Day.	Through formation of Steering Group, and the planning of the Open Day.	Community Newsletter entries June 2016, A2.1.
30 July 2016	Those attending the Open Day.	Weekend Open Day in the Village Hall, attended by 50 members of the public.	Wide range of issues raised re housing, traffic, transport and road safety, environment and heritage, and infrastructure.	Issues raised were further investigated in the residents' questionnaire survey.	Community Newsletter entries A2.1, and poster advertising the Open Day, A2.2  Full report: <a href="http://oclepychar.dgroup-pc.gov.uk/wp-content/uploads/2016/08/Full-Flag-Report.pdf">http://oclepychar.dgroup-pc.gov.uk/wp-content/uploads/2016/08/Full-Flag-Report.pdf</a> .

#### 4. RESIDENTS' SURVEY

- 4.1 The next stage of the plan-making process was the residents' survey. Professional assistance was used to draw up a questionnaire. The questionnaire took into account the issues arising and information gathered at the public meeting and Open Day earlier in the year, together with discussion in the Steering Group. Regard was also had to the Parish Plan prepared for the Neighbourhood Area and adjoining parishes in 2007.
- 4.2 The questionnaire focussed on the following themes which the Steering Group identified as important to the future planning of the villages and parishes: vision for the future; housing; traffic, transport and access; jobs and the local economy; protecting the environment, and community services. The questionnaire asked for views on locations in and adjacent to the villages of Burley Gate, Ocle Pychard and Ullingswick which could be developed for new housing or where houses should not be built. Comments were also sought in respect of possible land for new employment and to identify features and habitat areas for protection.
- 4.3 Questionnaires were hand-delivered to all households in the Neighbourhood Area in November 2016. Households had been notified in advance of the impending consultation through the Community Newsletter. The questionnaire pack comprised a covering letter, 'frequently asked questions', completion and return instructions, a map of the Neighbourhood Area, and a return envelope. Each questionnaire could be used to record the responses of up to four household members.
- 4.4 Completed questionnaires were returned by residents to the Burley Gate Community Shop, a convenient and accessible point for delivery and open seven days a week. Towards the end of the survey period, posters were placed in the village noticeboards and at the Burley Gate Community Shop and the Village Hall to encourage responses. Of the 270 questionnaires distributed, 93 were returned or otherwise collected, recording responses from 168 residents. This is 33.8% of the residents of the Neighbourhood Area aged 16 and over at the time of the 2011 Census (497). Respondents were thanked for their efforts through the Community Newsletter.
- 4.5 Analysis of the questionnaires was undertaken with professional support. As a first stage in the dissemination and discussion of the results, a Public Meeting was held on 14 February 2017 at the Village Hall. The Meeting was publicised through the Community Newsletter and took the form of a presentation of the results by the planning consultant, followed by discussion.
- 4.6 Following the Meeting, the survey analysis was published in the form of two reports in February 2017. Their availability was notified through the Community Newsletter. Both reports and a copy of the questionnaire were posted to the website and can be seen at [http://oclepychardgroup-pc.gov.uk/?page\\_id=328](http://oclepychardgroup-pc.gov.uk/?page_id=328), together with a powerpoint presentation delivered at the Public Meeting. The two reports are:
- Results Report: a full report analysing the questionnaire responses. A summary of the principal findings of the survey can be seen at A3.1.
  - Comment listings: report listing all the comments made in response to questions inviting free-write comment on all aspects of development and the environment.

- 4.7 The survey provided a wealth of information for consideration in the preparation of the NDP. The issues and concerns raised may be summarised as follows (see also the survey results summary at A3.1):

*Vision for the Ocle Pychard Group of parishes*

- General support for the draft Vision.

*Housing*

- Burley Gate was seen as the best place to focus new housing, to make the most of existing services there, with a smaller amount to other villages identified in the Core Strategy (Ocle Pychard and Ullingswick).
- Preference for new housing to be provided as privately-owned 2- or 3-bedroom homes as individual units or smaller developments, with little appetite for larger development.
- A better balance of housing was needed, with more affordable, starter and smaller homes.
- Land for new housing identified at Burley Gate, Ocle Pychard, Monkton and Ullingswick.

*Traffic, transport and access*

- Maintenance of highway infrastructure such as ditches, drains and verges, and issues linked to road safety, traffic speed and enforcement were seen as priorities.

*Jobs and the local economy*

- Agricultural and other jobs linked to the rural nature of the area and accommodated through home working, extensions to existing premises, live/work and the conversion of existing buildings were seen as favoured forms of economic development.

*Protecting the environment*

- Traffic from development should be compatible with local roads and new buildings should be in keeping with their surroundings.
- Landscape character should be safeguarded and landscape features and habitats protected.

*Community services*

- Existing facilities and services, particularly broadband, seen as very or fairly by most respondents in meeting current and future needs.
- Requirements for improvements in public transport and for new social facilities such as a pub or café if these could be shown to be viable.

- 4.8 These issues and concerns were considered and addressed by in subsequent stages of the process, notably the Housing Site Assessment (HSA) and the formulation of planning policies in the draft NDP.

- 4.9 Table 3 sets out the detail of the activities undertaken, with supporting documents included in Appendix 3.

**Table 3: Residents' survey**

Date	Who was consulted	How they were consulted	Main issues and concerns raised	How the issues and concerns were considered and addressed in the NDP	Reference
November 2016	All households in the parish	Questionnaire survey, completed by 168 residents (response rate of 33.8%)	Support for location of new housing at Burley Gate and for small scale forms of housing and rural employment development. Other issues and concerns raised re environment, traffic and transport, and community services. Information provided on sites and areas to be developed and protected.	Survey results taken into account in the HSA and in the formulation of the draft NDP. This included informing the approach to housing provision, jobs and business, and open spaces/environment. The NDP includes Community Actions in respect of traffic and transport issues and concerns.	Results report, Comment listings report and Public Meeting powerpoint: <a href="http://oclepyc-hardgroup-pc.gov.uk/?page_id=328">http://oclepyc-hardgroup-pc.gov.uk/?page_id=328</a>  Summary of results, A3.1.
November 2016 to March 2017	Community	Community Newsletter and poster	Steering Group wished to ensure regular giving of information to the community as the NDP progressed, and to encourage survey responses.	Community Newsletter entries used to give advance notice of the survey, to thank respondents, to give notice of the Public Meeting, and to notify of the publication of results. Poster used to encourage responses.	Community Newsletter entries and poster, A3.2.
14 February 2017	Community	Public Meeting, Burley Gate Village Hall	Discussion on how the NDP housing provision would be arrived at, including the dwelling requirement, site capacity, site selection, settlement boundaries, and the Call for Sites.	Feedback from the Public Meeting taken into account together with the survey results in the HSA and in the formulation of the draft NDP.	Notes of meeting: <a href="http://oclepyc-hardgroup-pc.gov.uk/wp-content/uploads/2017/02/S-G-Mtg-Notes-140217.pdf">http://oclepyc-hardgroup-pc.gov.uk/wp-content/uploads/2017/02/S-G-Mtg-Notes-140217.pdf</a>

## **5. ASSESSING POTENTIAL LAND FOR HOUSING**

- 5.1 This stage of the plan process dealt with the identification of potential land for housing and sought to reach conclusions as to site allocations and settlement boundary implications. A Call for Sites was held, to ensure that full opportunity was given for land to come forward on an open and transparent basis, and ensure that land under consideration would be available for development. A Housing Site Assessment (HSA) was prepared to review the submitted sites and develop options for site allocation and associated draft settlement boundaries. Consultation was held with the community on the emerging proposals.

### **Call for Sites**

- 5.2 The Call for Sites was held between January and March 2017. Landowners were identified on the basis of local knowledge and a list drawn up. A site submission form was prepared and a volunteer "Call for Sites Co-ordinator" identified to act as a local point of contact. The exercise was notified and publicised by letter to individual landowners, through the Community Newsletter, via the website, and by press release to the Hereford Times. This resulted in press coverage in print and online.
- 5.3 The Call for Sites exercise resulted in the submission of 32 possible sites. These were passed to the planning consultant for assessment. A further site at Burley Gate which had been identified in Herefordshire Council's Strategic Housing Land Availability Assessment as having potential was also included, resulting in a total of 33 sites being considered in the HSA.

### **Housing Site Assessment**

- 5.4 The HSA identified three different combinations of sites as options for allocation in the NDP towards meeting the overall housing requirement. All these option sites were at Burley Gate. The HSA also proposed draft settlement boundaries for Burley Gate, Ocle Pychard and at Upper Town, Ullingswick.
- 5.5 To seek community views on these proposals, two Public Meetings were held, in May and June 2017. These were publicised in the Community Newsletter, the website and by a poster in the village noticeboards and at the Burley Gate Community Shop and the Village Hall. The May event took the form of a presentation by the planning consultant, followed by a question and answer session. It was attended by eight Parish Councillors, the HC ward councillor, and 38 members of the public. The June event was a drop-in Open Day, where the three options and draft settlement boundaries were displayed on boards, with Steering Group members and the planning consultant available to answer queries. Over the course of the afternoon, 36 members of the public attended. A short questionnaire was devised to record views on the three options and draft settlement boundaries.

### **Revised Housing Option**

- 5.6 The results from the Open Day questionnaire were discussed by the Steering Group, after which a Revised Housing Option (RHO) was prepared to give effect to the views expressed. This sought to take account of all feedback from the community through the residents' survey, Public Meetings, Open Days and Steering Group discussions. The RHO also took account of highway evidence submitted in respect of one of the potential sites at Burley Gate.

5.7 The RHO was accepted by the Parish Council as a basis on which to prepare the draft NDP at their meeting on 1 August 2017.

### **Issues and concerns**

5.8 This phase of work directly addressed community concerns around where and how best to accommodate new housing, apparent in earlier phases of consultation. The issues raised may be summarised as follows:

- A Steering Group concern was to ensure that there was full opportunity for potential sites to come forward, having regard to both the limited evidence base (Herefordshire Council's Strategic Housing Land Availability Assessment) and the range of responses on this issue in the residents' survey (Q6 and Q7).
- A further concern discussed in the Steering Group was the extent to which small rural area opportunities such as barn conversions, identified in the Call for Sites, could be reflected within the NDP.
- Queries as to how the options and draft settlement boundaries revisions had been arrived at, from the larger pool of sites put forward.
- The merits or otherwise of the three site options and draft settlement boundaries.
- The extent to which affordable housing could be provided, given the thresholds set by strategic and national planning policy, and considered against survey preferences which favoured smaller developments.
- The definition of "windfall".

### **Considering and addressing issues and concerns**

5.9 These issues and concerns were considered and addressed by:

- Ensuring that the documentation prepared set out a comprehensive explanation of the work undertaken and a reasoned basis for recommendations, including by reference to established strategic and national planning policy.
- Providing opportunities for the community to review and comment on the options and settlement boundaries, with professional advice available to answer queries.
- Taking account of the views thus expressed, including the clear preference for one of the HSA options, in drawing up the RHO.
- Developing the approach to the smaller rural area opportunities through Steering Group discussions, which informed the RHO.
- Discussing the balance between providing affordable housing and allocating larger sites (>10 dwellings) within the Steering Group.
- Ensuring that issues and concerns arising were fully included and responded to in these discussions and in the RHO and the draft NDP, and that all documentation including notes of meetings were posted in a timely manner to the website.

5.10 Table 4 sets out the detail of the activities undertaken, with supporting documents included in Appendix 4.

**Table 4: Assessing potential land for housing**

Date	Who was consulted	How they were consulted	Main issues and concerns raised	How the issues and concerns were considered and addressed in the NDP	Reference
January to 31 March 2017	Landowners	Call for Sites, notified by letter/email to landowners, poster and community newsletter entries, website, and in Hereford Times	Submission of 32 completed site forms.	HSA undertaken to provide technical appraisal of submitted sites and inform the preparation of the NDP. The HSA set out three options for housing delivery and draft settlement boundaries.	Community Newsletter entries, A3.2 and A4.1 Poster and Hereford times coverage, A4.1 Website page and site submission form: <a href="http://oclepychardgroup-pc.gov.uk/?page_id=301">http://oclepychardgroup-pc.gov.uk/?page_id=301</a> HSA report: <a href="http://oclepychardgroup-pc.gov.uk/?page_id=458">http://oclepychardgroup-pc.gov.uk/?page_id=458</a>
23 May and 10 June 2017	Community	Consultation on housing and settlement boundary options as set out in the HSA:  Public Meeting 23 May, Burley Gate Village Hall.  Weekend Open Day 10 June in the Village Hall, attended by 36 members of the public.	Views on site options and the draft settlement boundaries.  Treatment of small rural area opportunities, balance between larger sites and provision of affordable housing, definition of windfall.	Steering Group discussions and preparation of RHO for consideration by Parish Council.	Notes of meeting: <a href="http://oclepychardgroup-pc.gov.uk/wp-content/uploads/2017/06/NDP-Public-Mtg-Notes-230517.pdf">http://oclepychardgroup-pc.gov.uk/wp-content/uploads/2017/06/NDP-Public-Mtg-Notes-230517.pdf</a>  Poster and extract from RHO setting out the Open Day results, A4.2.  RHO report: <a href="http://oclepychardgroup-pc.gov.uk/?page_id=582">http://oclepychardgroup-pc.gov.uk/?page_id=582</a>
1 August 2017	Group Parish Council	Agenda item	Whether the RHO should be accepted as a basis for relevant policies in the draft NDP.	Consideration and agreement of the RHO as a basis for the housing delivery approach in the NDP.	GPC Minutes 1 August 2017 available on website: <a href="http://oclepychardgroup-pc.gov.uk/">http://oclepychardgroup-pc.gov.uk/</a>

## **APPENDIX 1**

### **ESTABLISHING THE NEIGHBOURHOOD AREA AND STEERING GROUP**

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A1.1: HC Neighbourhood Area Decision Document, May 2016.

A1.2: Public Meeting: Community Newsletter entry April 2016, and Minutes of Annual Parish Meeting 3 May 2016.



## A1.1: HC Neighbourhood Area Decision Document, May 2016.

### Neighbourhood Area Decision Document



### Neighbourhood Planning (General) Regulations 2012

Name of neighbourhood area	Ocle Pychard Group Neighbourhood Area
Parish Council	Ocle Pychard Group Parish Council
Consultation period	01/04/2016 – 29/04/2016



## Determination

Is the organisation making the area application the relevant body under section 61G (2) of the 1990 Act	Yes	
Is the neighbourhood area considered appropriate? (Section 61G (4))	Yes	
Does the area overlap another designated area? (Section 61G (7))	No	
For joint area application, are all relevant bodies included? (Section 61G (2))	N/A	N/A
Were any comments received during the consultation period?	Yes	
Summary of comments received	None received	
Response to comments received	N/A	
Ward member comments	None received	
Are any modifications required to this or any adjoining neighbourhood area? (Section 61G (6))	No	
Any special circumstances to be taken into account	No	

### Decision under Regulation 7 of the Neighbourhood Planning (General) Regulations 2012.

The application for the designation of Ocle Pychard Group Neighbourhood Area is

**Approved**

**Richard Gabb**

**Programme Director Growth**

Date: 03/05/2016

**A1.2: Public Meeting: Community Newsletter entry April 2016, and Minutes of Annual Parish Meeting 3 May 2016.**

## **Ocle Pychard Group Parish Council**

### **Neighbourhood Development Plan - Public Meeting**

**May 3rd at 7.00 pm at the Burley Gate Village Hall with wine and cheese**

#### **Would you like to contribute to how Planning Policy is made within Ocle Pychard, Ullingswick and Felton parishes?**

The planning process in Herefordshire, as in the whole country, is being changed to allow easier development of more housing. Herefordshire Council has identified Ocle Pychard, Ullingswick and Burley Gate as villages which have scope for development.

Ocle Pychard Group Parish Council (OPGPC) wants local input as to how such developments will be planned and permitted.

OPGPC is going to produce a Neighbourhood Development Plan (NDP) in partnership with Herefordshire Council. It builds on the existing Parish Plan and, once it is complete, the NDP will become part of the Planning Policy which will be applied to any planning developments within our parishes.

The NDP will truly only be of value if our parishioners are able to make their contributions, and they feel that it reflects the local concerns within our community. OPGPC will hold a public meeting on 3<sup>rd</sup> May, 7pm in Burley Gate Village Hall as an introduction, with wine and cheese, giving more information about NDPs and how they are important to our villages and communities.

As well as an introduction to NDPs, one of the purposes of the public meeting will be to ask for volunteers who would be willing to form a Steering Group as the NDP is written. So, if you have particular ideas you wish to put forward or are simply interested in how our villages are developed, please come to the meeting and make your views known.

If you have any further queries, please contact:

Cllr Giles Blackmore (820029) - Parish Council Chairman

Cllr Richard Leitch (820510) - NDP Steering Group Chairman

Cllr Simon Harmsworth (820316)

[opgpc.parishclerk@gmail.com](mailto:opgpc.parishclerk@gmail.com)

## OCLE PYCHARD GROUP PARISH COUNCIL

Annual meeting of the Parish  
on **Tuesday 3<sup>rd</sup> May 2016 at 7.00 pm** in Burley Gate Village Hall

**Present:** Cllr. Giles Blackmore, Cllr. Simon Harmsworth, Cllr. Malcolm Skillicorn,  
Cllr. Claire ?? Cllr. Richard Leitch, Cllr. Simon Wells, Cllr. Pauline Watkins

**In Attendance:** Eleanor Mason, Parish Clerk  
Lynda Wilcox, Chief Executive HALC,  
Dr David Nichols, NDP Consultant to Ocle Pychard Group Parish Council

**Apologies:** There were no apologies.

The minutes of the Annual Parish Meeting held on 15th May 2015 were agreed as a true and accurate record of the meeting and signed by the Chairman.

The Chairman welcomed Lynda Wilcox and Dr David Nichols in addition to the 49 members of the public who joined the meeting.

*The Chairman delivered his Annual Report for 2015/2016*

Expressed his condolences following the death of Cllr. Bob Johnston and the previous Parish Clerk, Martin Field, who's widow Imogen was welcomed to the meeting.

It was noted that the Precept has been increased.

Introduced Eleanor Mason as the new Parish Clerk who is taking over from Christine Rees and thanked Chris for her contribution.

Explained Cllr. Richard Leitch and Cllr. Simon Harmsworth will be leading the Neighbourhood Development Plan (NDP) and the purpose of the NDP is to avoid speculative development or higher authority imposing development upon the Parish.

Cllr. Richard Leitch thanked the residents of Ocle Pychard Group Parish for attending .  
Cllr. Leitch thanked his wife and eldest daughter for their support of his work regarding the NDP.

N. B. Seven more residents joined the meeting.

**Open Discussion:** The Chairman introduced Lynda Wilcox and Dr David Nichols; Lynda explained the role of a Neighbourhood Development Plan as a legal document for Herefordshire County Council to work with when considering planning applications. The following points were noted:

- Herefordshire has a substantial volume of NDPs being processed because Herefordshire Council is promoting this area of work.
- The Parish Plan was the forerunner of the NDP, but the planning element was not adopted by Herefordshire Council and it was not a legal document, which the NDP will be when completed.
- The NDP considers future development in line with the Core Strategy.
- Residents of each Parish make up a Steering Group in order to take this work forward and will report to Parish Council at every stage.
- Government funding is available to create a Neighbourhood Development Plan.

- Some percentage of payments a developer would have to make to Herefordshire Council will then cascade to Ocle Pychard Group Parish Council for the betterment of the Parish.
- The Clerk will be delegated to spend funds between meetings or Steering Group and Parish Council as necessary.

Questions were then taken from members of the public in attendance at the meeting.

Q. Has Herefordshire Council stated the number of houses that Ocle Pychard should build?

R.L. A minimum of 36 houses should be built.

Q. Will Steering Group meetings be open?

RL Yes.

Q. Will existing planning restrictions be taken into consideration such as Conservation Areas?

Dr Nicholson, specialist NDP Consultant will be working with Ocle Pychard Group PC replied in context

Q. Have neighbouring Parish Councils been engaged in the same NDP process?

LW Many have been.

Dr Nicholson: The door on NDP's is closing and Herefordshire Council will be putting Parish Councils without their own NDP into their own County wide plan.

Q. Is there a deadline?

LW. No, yet stages 1 to 16 have been identified and stages 14 and 16 are big steps. The process should take between 18 months to 2 years to complete.

Q. Is there anything in the Core Strategy about the availability of brownfield sites?

LW the numbers of these are worked out by Herefordshire Council based on their own policies.

Dr N Stressed this needs to balance with the environment, 36 is the required minimum, some are currently going through the planning stage.

Q. What happens with current Planning Applications?

Dr N. These go to Parish Council and Herefordshire Council meetings as usual.

Q. How can Herefordshire Council enforce 36 houses?

Dr N. Herefordshire Council's Core Strategy cannot support no development/growth.

Q. Is there any indication of what sort of houses are to be built?

LW This will be up to the Neighbourhood Development Plan.

Q. With 36 houses to be built in 15 years, how long does the Plan last?

LW. Until Government legislation changes.

Many complex questions were asked that Dr Nicholson answered in some detail and will be discussed by the Steering Group.

The meeting broke at 8.10pm for general discussion and refreshments.

## **APPENDIX 2**

### **EXPLORING THE ISSUES**

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A2.1: Community Newsletter entries June 2016.

A2.2: Open Day poster.

## A2.1: Community Newsletter entries June 2016

### **Ocle Pychard Group Parish Council** **Neighbourhood Development Plan**

#### **Two opportunities to assist with YOUR Neighbourhood Development Plan**

##### **1) Help drive the processes forward by joining the Steering Group**

##### **2) Attend the Interactive Open Day and provide us with your wishes**

On 3<sup>rd</sup> May nearly 20% of the parishioners in Burley Gate, Felton, Ocle Pychard and Ullingswick attended the first open meeting of the Neighbourhood Development Plan (NDP) where presentations were given followed by a long Q&A session. This represents an excellent turnout and it shows that our parishioners care about how development should proceed in our area. The Parish Councillors were greatly encouraged by the number who attended and hope that people left with a clearer understanding of the purpose of undertaking our own NDP.

If you were unable to attend that meeting, but would still like to be involved with the NDP, there will be other opportunities. Here are the next two:

##### **First Steering Group Meeting**

The first Steering Group Meeting will be held at **Burley Gate Village Hall** at **7.00 pm** on **5<sup>th</sup> July**. Here we will set up the Steering Group which guides the NDP process.

We need (non-councillor) parishioners to become volunteer members of the Steering Group. We have identified several areas where we will need volunteers. They include writing newsletter articles, assisting in organising Open Days and delivering and collecting NDP material to neighbours near you. There will be other areas we will discover as we progress, so we are looking for plenty of volunteers. The more volunteers we get, the less each volunteer will have to do!

If you would like to volunteer to assist, please respond to the OPGPC Parish Clerk by 1<sup>st</sup> July. Otherwise, feel free to come along on the 5<sup>th</sup> July and volunteer then.

##### **Interactive Open Day**

We are also having an Interactive Open Day in **Burley Gate Village Hall** from **10.30 am** to **3.30 pm** on **30<sup>th</sup> July**. At this event we will display more NDP information and, in particular, we will have large maps of our settlements and a selection of flagged pins that people can use to identify their wishes or preferences for how our community should develop. Staff from Herefordshire Council may be in attendance to explain or respond to your questions. We hope that many parishioners will be able to drop in for a few minutes during the day to present their views so that we can set the scene for our plans. There will be sandwiches, coffee and tea available.

Finally, we look forward to having the highest proportion of our parishioners involved so we can, as a community, best determine the future developments within our

parishes. Please drop in on the 30<sup>th</sup> July if you can - it is very important we understand your views and opinions earlier rather than too late.

Thank you and please respond to the OPGPC Parish Clerk at: [oclepgpc@gmail.com](mailto:oclepgpc@gmail.com)

Richard Leitch / Simon Harmsworth  
OPGPC NDP Steering Group.

**<http://www.oclepychardgroup-pc.gov.uk>**



## Ocle Pychard Group Parish Council

### **Neighbourhood Development Plan Steering Group Meeting Burley Gate Village Hall July 5<sup>th</sup> at 7.00pm**

Thank you for attending the first meeting on 3<sup>rd</sup> May 2016 and for leaving your contact details with us. The Councillors were delighted with the level of attendance and we hope that the presentation, together with the Q&A, has provided you with a better understanding of the NDP process.

In order that our NDP gets the widest scope of inputs we need (non councillor) parishioners to become volunteer members of the Steering Group. The work load may vary from low to high, depending upon the stage in the process.

We have identified an initial list of a few tasks. At the first meeting of the Steering Group this list will be discussed and changed as required, and we would welcome your thoughts and ideas on this. Clearly there will be considerable overlap in some areas and each volunteer will be supported within the Steering Group.

**Communications:** Write mail shots, flyers and update the parish news.

**Consultation:** Help organising public consultation events such as Open Days.

**Distribution:** Co-ordinate a network of folk to hand deliver and collect paperwork to and from parishioners.

**Project Plan Management:** Keep the project plan up to date and make sure we don't miss anything.

**Landowners Contact:** Single point of contact (must be non council) to record interest from landowners.

We would like to get a primary volunteer in each position. Ideally we would like to get secondary volunteers who can support the primaries as standbys, or to help further if activities need extra effort. The Distribution function will need a dozen or more secondary volunteers so we can plan strategic distribution points where they could deal with their closest 15/20 neighbours for delivery/pick up.

If you would like to volunteer, or know someone who would like to, please come to the meeting. If you would like any clarification before the meeting, please respond to our NDP email address **ndp@oclepychardgroup-pc.gov.uk**

Also, feel free to volunteer for more than one position if they interest you; we would prefer to have too many volunteers rather than too few!!

Finally, we plan to have an Open Day on July 30<sup>th</sup> to help get parishioners' feelings on the Neighbourhood Development. This meeting will be formulated at the first Steering Group meeting.

We appreciate that some of you who attended on 3<sup>rd</sup> May were heavily involved in the previous Parish Plans, and we would welcome your involvement, if only to provide experienced advice if needed.

Thank you for your interest and we look forward to seeing you.

Richard Leitch  
Co-ordinator OPGPC NDP Steering Group.

Email: [ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)  
Website: <http://www.oclepychardgroup-pc.gov.uk>

**Do you live in  
OCLE PYCHARD, FELTON  
or ULLINGSWICK?**

**If so, then this concerns you!**

**Saturday, 30th July 2016**

**Interactive Open Day**

for every resident of the Ocle Pychard Group Parish  
at Burley Gate Village Hall from 10.30am until 3.30pm.

Refreshments will be provided.

**How does this concern you?**

The Neighbourhood Development Plan (NDP)  
for our locality has started and it is important that as  
many parishioners as possible give their views on  
the future planning of our community.

**Don't let someone else  
decide what our Parish will look like.**

So, come and view the Parish maps and pin flags on  
with statements representing your views and opinions.

This is a very important part of the process and  
all flags, opinions and comments will be recorded.

Also, our Planning Consultant,  
who is very experienced in all aspects of the NDP process,  
will be in attendance from 11 – 12 noon  
to answer any questions or concerns you may have.

**REMEMBER  
you've got to be in it to Pin It!**

## **APPENDIX 3**

### **RESIDENTS' SURVEY**

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A3.1: Residents' Survey summary of results.

A3.2: Community Newsletter entries November 2016 – March 2017, and poster.

### **A3.1: Residents' Survey summary of results.**

The survey was undertaken in November 2016 and achieved a response rate of 33.8%.

#### *A Vision for Ocle Pychard Group of parishes*

- There was general support for the draft vision. Most comments addressed social aspects notably the provision of housing to meet the needs of the younger generation and families. Other issues were raised about the location of development, favouring Burley Gate above the other villages; the support to be given to farming and small businesses, and the protection of the environment.

#### *Housing*

- Respondents saw Burley Gate as the best place to focus new housing, to make the most of existing services there, with a smaller amount directed to the other villages identified in Herefordshire Council's Local Plan Core Strategy (Ocle Pychard and Ullingswick).
- The majority wanted to see new housing provided either as individual new homes or via the development of smaller sites each for several dwellings, with less support for a larger site.
- Homes with 2 or 3 bedrooms were favoured over larger properties.
- Respondents favoured private ownership over other tenures, with support also for low-cost housing for sale, live/work and self-build housing. Homes rented from a housing association were the least popular, with shared ownership (part buy/part rent) preferred.
- In line with earlier replies, comments favoured Burley Gate as a location for new housing, including land opposite the school, with sites at Ocle Pychard, Monkton and Ullingswick also identified. Places where housing should not be built were also named, with flooding, protection of the countryside and the rural lanes being general factors to take into account.
- There was a recognition that more affordable, starter and smaller homes were needed to help enable young people and families to stay or move into in the area. This was part of a wider concern to achieve a more balanced provision of housing.

#### *Traffic, transport and access*

- Top priority for improvement was road, hedge, ditch and drain maintenance, with less priority given to the upkeep of pavements, footpaths and bridleways.
- Road safety was also an area for improvement, although traffic calming and speed reduction measures were rated less highly.
- Least important were improvements to pedestrian and cyclist facilities.
- Comments emphasised the limited capacity of the rural lanes and issues around traffic speed reduction, vulnerable road users, and public transport.

#### *Jobs and the local economy*

- Favoured types of employment were agriculture and forestry, with significant support for tourism, leisure and crafts, offices and small businesses.
- Light industry, storage and distribution, intensive livestock units and polytunnels were less popular.
- The Plan should promote broadband improvements and provide for home working, the extension of existing premises and live/work premises. The conversion of rural buildings for business uses was also supported.

- Several locations were suggested as suitable for new employment, including Burley Gate. Comments supported small-scale economic activity, whilst recognising the infrastructure limitations of the area.

#### *Protecting our environment*

- Responses emphasised the need to ensure that traffic from new development was compatible with local roads, that development should be in keeping with its surroundings and avoid creating noise and light pollution.
- The environment should be protected by safeguarding the character of the landscape and identifying landscape features for protection.
- Many local features, views and habitats were identified for protection.
- Most respondents had not suffered from flooding, with reported problems stemming from road or field run-off.
- Solar panels and ground source heat pumps were favoured as renewable energy sources with less support for larger-scale solar or wind farms.

#### *Community Services*

- Existing facilities, services and amenities were regarded as very or fairly important in meeting current and future needs by over 80% of respondents. Broadband was the top priority.
- Comments focussed on areas for improvement, including to public transport and through new or restored facilities such as a pub, café/restaurant and drop-in centre. There were also calls for a playground or recreational area. Others doubted new facilities would be viable.

#### *Information about you*

- Compared to 2011 Census data for the Neighbourhood Area, females were slightly under-represented in responses. All age groups were under-represented against the 2011 Census except for the 65-84 age group.
- Most respondents had lived in the Area for 10 years or longer.

#### *Final chance to comment*

- Comments to this section raised a variety of issues including flooding, protecting natural habitats and natural beauty, housing needs, and the location of development.

## A3.2: Community Newsletter entries November 2016 – March 2017, and poster.

### Newsletter September-October 2016

# THE COMMUNITY NEWSLETTER

## 3rd SPECIAL EDITION

Welcome to another Special Edition of the Community Newsletter. We've put together a Special Edition because again there are a number of important announcements and dates to communicate to people across the community.

We have now set up a meeting with a number of volunteers to collect and edit the Newsletter going forward, which Much Lowarne Group Parish Council, Ocle Pychard Group Parish Council and Stoke Lacy have agreed upon.

Once we have the organization in place we will be contacting former advertisers and as many local businesses as we can to restore their adverts to this newsletter which is delivered to all the parishes covered by the three councils (nearly 700 households), and we will be in contact with regular contributors of community news.

We hope to get back to our usual schedule soon, in the meantime articles for publication and adverts, especially from Stoke Lacy, please contact Giles Blackmore on 01102 820028.

## Ocle Pychard Group Parish Council Neighbourhood Development Plan

The Neighbourhood Development Plan is proceeding according to plan. Following the successful Open Day (the report can be viewed on our website) at which 50 or so people attended, the results have been evaluated and a draft questionnaire generated that is currently being reviewed by 20 parishioners for clarity and content.

In October the questionnaire will be printed and distributed (along with the Newsletter) to every home in our parishes of Felton, Ocle Pychard and Ullingswick.

The questionnaire will allow everyone the opportunity to comment on a variety of matters but more importantly any specific issues that you may feel strongly about can be included. This is likely to be the last opportunity you may have to influence your community and surrounding area for the next fifteen years.

PLEASE DO NOT IGNORE THE OPPORTUNITY THE NDP STEERING GROUP ARE PROVIDING TO YOU.

Richard Litch / Simon Harmsworth, OPGPC NDP Steering Group.

Please respond to the OPGPC Parish Clerk at [ogpgc.pardishclerk@gmail.com](mailto:ogpgc.pardishclerk@gmail.com)

<http://www.oclepychardgroup-pc.gov.uk>

**Do you live in  
OCLE PYCHARD, FELTON  
or ULLINGSWICK?**

**If so, then this concerns you!**

**REMINDER**

**OCLE PYCHARD GROUP  
NDP QUESTIONNAIRE**

**HAVE YOU COMPLETED YOURS?**

**IF YOU HAVEN'T  
THERE IS STILL TIME!**

**PLEASE COMPLETE AND RETURN IT TO**

**BURLEY GATE VILLAGE SHOP  
BY 30TH NOVEMBER**

**IF YOU HAVE ANY PROBLEMS,  
DON'T HESITATE TO CONTACT US ON**

**[NDP@OCLEPYCHARDGROUP-PC.GOV.UK](mailto:NDP@OCLEPYCHARDGROUP-PC.GOV.UK)**



# **Ocle Pychard Group Parish Council Neighbourhood Development Plan**

Just a quick note to thank you for filling in the residents' questionnaire. The results are being analysed and they will be displayed on the Parish Council website when they are ready.

The next stage will be a Call For Sites when potential development sites can be identified. A formal announcement will be put in the January newsletter and it will explain the process in greater detail.

Richard Leitch / Simon Harmsworth  
OPGPC NDP Steering Group.

Email: [ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)  
Website: <http://www.oclepychardgroup-pc.gov.uk>





## Ocle Pychard Group Neighbourhood Development Plan

Planning for the future of the parishes of Ocle Pychard, Felton and Ullingswick

### Residents' Questionnaire Results

Having told us your opinions on how you feel local development should proceed, are you curious as to how everyone else felt about it?

There will be a public meeting at which there will be a presentation of the analysed results. This will lead into a discussion session for public input.

**February 14th at 7.00 pm**

**Burley Gate Village Hall**

**Councillor Richard Leitch**  
**NDP Steering Group Co-ordinator**

Email: [ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)

Website: <http://www.oclepychardgroup-pc.gov.uk>



## Ocle Pychard Group Neighbourhood Development Plan

Planning for the future of the parishes of Ocle Pychard, Felton and Ullingswick

### Residents' Questionnaire Results

The results of the residents' questionnaire results have been presented and published. We can't display them all here but some of the headlines are:

- Favour smaller sites for housing over larger.
- Support to focus new housing at Burley Gate linking to existing services.
- Expressed need is for affordable, starter and smaller housing.
- Support for developments to be adjacent to main roads to protect country lanes.
- On jobs and the economy, support for broadband improvements, home working and extending existing businesses, but less for finding new land for economic development.
- Considerable support for policies to protect the environment and reflect our diversity of landscape and habitats.

All of the results can be found on the Ocle Pychard Parish Council website.

### Call for Sites

Just a reminder that Call for Sites is still active until 31st March 2017. Anyone with land in the Neighbourhood Area which they would like it to be considered within the Plan is asked to register this interest with us. Please do so using the Site Submission Form. This form, with more details on Call for Sites, is available on the Ocle Pychard Parish Council website.

**Councillor Richard Leitch**  
**NDP Steering Group Co-ordinator**

Email: [ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)

Website: <http://www.oclepychardgroup-pc.gov.uk>

## **APPENDIX 4**

### **ASSESSING POTENTIAL LAND FOR HOUSING**

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A4.1: Call for Sites Community Newsletter entries January/February and May/June 2017, poster and Hereford Times coverage.

A4.2: Consultation on Housing Site Assessment: poster and extract from Revised Housing Option with results of 10 June 2017 Open Day.

**A4.1: Call for Sites Community Newsletter entries January/February and May/June 2017, poster and Hereford Times coverage.**

**Newsletter January – February 2017**



## **Ocle Pychard Group Neighbourhood Development Plan**

**Planning for the future of the parishes of Ocle Pychard, Felton and Ullingswick**

### **Call for Sites**

Thank you for all your replies to the residents' questionnaire survey at the end of last year – we are busy analysing the results and will report back to you soon.

In the meantime, we are embarking on the next stage of the process. This requires us to identify land which has potential for new housing and other uses up to 2031. We are particularly interested in sites for new housing which are within or adjacent to the villages of **Burley Gate, Ocle Pychard and Ullingswick.**

Land must be **within our Neighbourhood Area**, which is also the area covered by our three parishes. You can see a plan of the Area on our website at: [http://oclepychardgroup-pc.gov.uk/?page\\_id=78](http://oclepychardgroup-pc.gov.uk/?page_id=78).

Anyone with land which meets the above description and who would like it to be considered within the Plan is asked to register this interest with us. Please do so using the Site Submission Form, available on our website (see below). This will give us the information we need to make sure your site is properly assessed. Not all sites will be necessary or acceptable.

Send your completed Site Submission Form to Henry Howland, our Call for Sites Co-ordinator, by 31 March 2017 – his contact details are on the form.

If you have already been in touch, we will be writing to you with a copy of the Submission Form to collect the necessary details.

The sites notified to us will be professionally assessed. We will then consider how best to take the Plan forward in the summer.

**Councillor Richard Leitch**  
**NDP Steering Group Co-ordinator**

Email: [ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)

Website: <http://www.oclepychardgroup-pc.gov.uk>



## Ocle Pychard Group Neighbourhood Development Plan

Planning for the future of the parishes of Ocle Pychard, Felton and Ullingswick

### Call For Sites is now complete

All those who wanted to put forward a site to the NDP have done so. Our planning consultant is now analysing the thirty-two sites for which submissions have been received.

There will now be public meetings at the **Burley Gate Village Hall** for him to present his recommendations, and everyone is welcome to attend.

#### **Tuesday 23rd May at 8:00 pm.**

The consultant will present his recommendations and this will lead to an open questions session.

#### **Saturday 10th June between 3:00 and 6:00 pm.**

This will be a free-form session so please come along at any time that is convenient. The sites and recommendations will be displayed and questions can be asked. Refreshments will be available.

**Councillor Richard Leitch**  
**NDP Steering Group Co-ordinator**

Email: [ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)

Website: <http://www.oclepychardgroup-pc.gov.uk>



## Ocle Pychard Group Neighbourhood Development Plan

Planning for the future of the parishes of Ocle Pychard, Felton and Ullingswick

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# Call for Sites

**Do you own land which you may wish to bring forward for development by 2031?**

**If so, we want to hear from you**

The Neighbourhood Development Plan Project Group is looking for land which could be included in the Plan to help meet housing needs up to 2031.

We are particularly interested in sites within or adjacent to the villages of **Burley Gate, Ocle Pychard and Ullingswick.**

For further information including a plan of the Area, contact details and a site submission form, see [http://oclepychardgroup-pc.gov.uk/?page\\_id=78](http://oclepychardgroup-pc.gov.uk/?page_id=78).

If you have land which you think might be of interest, please get in touch. Completed site submission forms must be returned by **31 March 2017**.

Councillor Richard Leitch  
NDP Steering Group Co-ordinator

Email: [ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)

Website: <http://www.oclepychardgroup-pc.gov.uk>



**Online:**

[http://www.herefordtimes.com/news/15039443.County\\_group\\_developing\\_its\\_neighbourhood\\_plan\\_announces\\_39\\_call\\_for\\_sites\\_39/](http://www.herefordtimes.com/news/15039443.County_group_developing_its_neighbourhood_plan_announces_39_call_for_sites_39/)

A4.2: Consultation on Housing Site Assessment: poster and extract from Revised Housing Option with results of 10 June 2017 Open Day.

Poster June 2017



**OCLE PYCHARD GROUP**  
**NEIGHBOURHOOD**  
**DEVELOPMENT PLAN**

**PUBLIC MEETING**  
**TO PRESENT HOUSING SITE**  
**RECOMMENDATIONS**

**WE WANT YOUR VIEWS**

**Saturday 10th June**  
**3pm - 6pm**  
**Burley Gate Village Hall**

This will be a free-form session so please come along at any time that is convenient. The sites and recommendations will be displayed and questions will be welcome.

Refreshments will be available.

**IF YOU HAVE ANY QUERIES CONTACT US ON**  
**[ndp@oclepychardgroup-pc.gov.uk](mailto:ndp@oclepychardgroup-pc.gov.uk)**

**[www.oclepychardgroup-pc.gov.uk](http://www.oclepychardgroup-pc.gov.uk)**



## **Extract from Revised Housing Option with results of 10 June 2017 Open Day.**

### **2. Consultation responses**

2.1 The Open Day was held at Burley Gate Village Hall on Saturday 10 June 2017 between 3 and 6 pm. It was advertised in the Community Newsletter for May/June 2017, the Parish Council website, and on public notice boards throughout the Neighbourhood Area. Copies of the draft settlement boundaries and the options at Burley Gate were on display, together with plans showing all the sites submitted to the Call for Sites and other background information on housing requirements. Members of the Steering Group and the planning consultant were on hand to explain the proposals and answer questions.

2.2 A total of 36 residents attended the Open Day. A short questionnaire was devised to record views (Appendix 1). There were 34 completed questionnaires. The collated results are shown at Appendix 2, together with all individual written comments made.

#### *Summary of Open Day responses*

2.3 Q1: options at Burley Gate: most of the replies to this question favoured Option B (32 replies, 94% of the returned forms). This option proposed the development of J&B Motors and part of Site 2, with a settlement boundary drawn accordingly. Nine of those favouring Option B suggested that J&B Motors be excluded, with two references to the lack of access to the site.

2.4 Q2: settlement boundary at Ocle Pychard: there were 23 replies to this question, all of which agreed with the draft settlement boundary.

2.5 Q3: settlement boundary at Upper Town Ullingswick: there were 25 replies to this question, with most in support (22) and three against. There were two comments to Q4 asking that site 31 be excluded (this site was also referred to in a written representation; see Appendix 3).

2.6 Q4: Other comments: there were 21 replies to this question, including:

- The use of Site 3 for housing should be considered, perhaps if there were problems with site 2; low-rise, easy access housing would limit visual impact (five replies). One reply was concerned about the impact that development would have on the appearance of the village.
- There were four replies opposing site 1 on grounds including road safety/access, landscape impact, implications for setting of the listed building opposite, and risk of over-development.
- There were three replies suggesting a pedestrian crossing is needed at Burley Gate.

#### *Written representations*

2.7 Several other written representations were received and these are summarised in Appendix 3.



## Ocle Pychard Group Neighbourhood Development Plan

**Q1: We've set out three options for new homes and the settlement boundary at Burley Gate. Which do you prefer?**

Option A

Option B

Option C

**Q2: Do you agree with the proposed settlement boundary for Ocle Pychard?**

Yes

No

**Q3: Do you agree with the proposed settlement boundary for Ullingswick?**

Yes

No

**Q4: Do you have any other comments?**



## Ocle Pychard Group Neighbourhood Development Plan

These are the results of the questionnaire carried out at the Housing Site Assessment Open Day on 10th June.

Questionnaires handed out: 36  
Questionnaires returned: 34

**Q1: We've set out three options for new homes and the settlement boundary at Burley Gate. Which do you prefer?**

Answer	Count
Option A	1
Option B	32
Option C	0
Blank	0
Options A+B+C all ticked	1

From the 32 option B votes, 9 requested that J&B be removed (8 on comments for this question and one commenting in question 4).

Ref	Comment
17	<i>Option A</i> Too dangerous to come out onto A465 <i>Option B</i> Without J&B Motors <i>Option C</i> As it includes all options too much traffic coming out onto an already busy A465
18	<i>Option A</i> Too dangerous exit onto A465 <i>Option B</i> Without J&B <i>Option C</i> Too big an area
19	<i>Option B</i> Site 2 minus J&B Motors
21	<i>Option B</i> But minus J&B Motors
22	<i>Option B</i> No J&B
23	<i>Option B</i> No J&B
24	<i>Option B</i> Without J&B
25	<i>Option B</i> Without J&B Motors site. No access.

## Q2: Do you agree with the proposed settlement boundary for Ocle Pychard?

Answer	Count
Yes	23
No	0
Blank	11

No extra comments were added for this question.

## Q3: Do you agree with the proposed settlement boundary for Ullingswick?

Answer	Count
Yes	22
No	3
Blank	9

Ref	Comment
8	Don't know the area will enough.

## Q4: Do you have alternative Options to suggest or any other comments?

Ref	Comment
1	Option B meets the requirements however if there was a problem with site 2 an alternative would be a partial development of site 3 in line with the settlement boundary to the west of BG using single storey, easy access housing to minimise the impact on the landscape. Site 1 is too intrusive and has too much impact on the landscape being on top of the ridge and clearly visible for a considerable distance in the quadrant from the west to the south. There is also concern with the safety aspects of having an extra entrance onto the A465 near the blind bends.
2	Site 3 should also be included as part of opt B/C to ensure that sufficient house are able to be built if there is access issue etc top opt B+C. Part of not <u>101</u> houses.
3	I would be worried about using the ground adjacent to the roundabout (as suggested by villagers) because of the impact on the village - the appearance.
4	A pedestrian crossing (with traffic lights) so children can cross safely to school, shop + post office would be great! Also children's play area.
5	A pedestrian crossing would help children crossing + also slow traffic. The shop + post office would be an advantage + benefit the community.
6	Kids area opposite school and good road crossing for safety.
7	I like the idea of Monkton Farm buildings being converted. Using existing buildings sympathetically renovated is preferable to creating new sites on green field areas.
8	Concerned about the windfalls. Our lanes in Ullingswick cannot cope with any more traffic.
9	Access to site 1 (behind Forge House) is dangerous and has been declined before (for an agricultural planning app).
10	Provision for bungalows/elderly should be a consideration at B Gate.

11	Plot 31 adjoining "The Steppes" should be excluded as representing traditional landscape values at that part of the settlement. Otherwise agree with boundary.
12	But my objections have been made in writing to Richard.
13	Reduced number of dwellings for Option B between Forge House and telephone exchange along road frontage to avoid over-development of Burley gate.
14	BG Site 3 - possible easy access. Single Storey Homes keeping visual impact acceptable. BG Site 1 will be very visible over the ridge, also access to site on a bend.
15	Site 31 should not be built on as it was previously turned down on appeal.
16	Any development has to take into account (a) the increase in traffic on A465 (b) the dangerous bend + continuing speed of traffic (much still above 30 mph) (c) the too narrow pavement.
19	<p>I would be happy with the proposed development of site 2 as above, which has potential for also providing a new village shop and car park in addition to the 15 houses.</p> <p>I strongly oppose the development of site 1 (option A) for the following reasons:</p> <p>(1) Access to this site is very near a dangerous corner where, although there is a speed restriction, many vehicles do not adhere to it. I have lived near this corner since July 2009 and am aware of the dangers when accessing the main road. I have witnessed several accidents and screeching of brakes as vehicles try to negotiate this corner at speeds well above the limit!!</p> <p>(2) This site is opposite to a listed building and any development here would adversely affect the curtilage of this building.</p> <p>(3) I know there is a covenant on this site and development of 23 dwellings would in my opinion be overdevelopment and change the character of the present environment of this area of Burley Gate. Ocle Pychard Group Parish Council NDP can still provide the necessary area without 23 on site 1 and minus 5 on J&amp;B Motors site where access is privately owned and not available.</p> <p>Option C - site 1 + 2 - opposed strongly - overdevelopment in my opinion and no. of houses not required.</p>
20	<p>Option B. I have concerns about access to the site and, for the avoidance of doubt, it should not include the J+B Motors land.</p> <p>Comments:-</p> <p>The majority are in favour of Burley gate, which is totally logical because of services etc, but this doesn't mean all building should be there or in New Town, Ullingswick. Not everybody wants to live on a main road.</p> <p>It appears that there are 24 "windfall sites" with farm buildings suitable for conversion to dwellings + I think some of these should be included in the plan. These sites should be reviewed and accepted as definites on the plan.</p> <p>At the very least, we should have a "policy" in the plan in favour of barn conversions or building dwellings on sites with agricultural buildings.</p> <p>Personally, I am sceptical about getting planning consent on any buildings unless they are in the "plan".</p> <p><i>Name supplied.</i></p>
21	Would like field site to the right of Lingmell to be considered.
24	If Option C is said yes, I think it would be dangerous for the school and the shop with speeding cars.
25	Site 3 is good option.

The reference numbers were added to the sheets once they were returned. They simply allow an easy reference to the sheet - they do not identify individuals.

### APPENDIX 3: OTHER REPRESENTATIONS RECEIVED

Representation	Call for sites reference	Response
The HSA omits reference to adjoining residential property, which would be affected by development, and to restrictive covenants affecting the site. The proposed development of site 1 is not reasonable or viable and it should be excluded from the Plan (M & J Winston).	Site 1	Implications for amenity of adjoining property could be addressed in a site allocation policy and restrictive covenants are not a barrier to site allocation. However, the site does not form part of the revised housing option.
Site 31 should be excluded from the settlement boundary at Upper Town Ullingswick having regard to a 2001 planning appeal, visual impact, implications for heritage assets, access and capacity (H Howland).	Site 31	This site falls naturally within the settlement boundary and offers a potential infill plot. Recommendation: no change.
Settlement boundary at Upper Town Ullingswick should be amended at rear of Aventime House to better reflect the built form (D. Kelly).	Ullingswick settlement boundary	This minor amendment is included within the settlement boundary at Plan 3.
A settlement boundary should be drawn to enclose land between Fair View and The Crowns at Ullingswick (A. Telford).	Site 13/ Ullingswick settlement boundary	The land referred to is a group of wayside dwellings in an isolated countryside location, remote from an identified settlement. Responses to the residents' questionnaire survey preferred to guide new development to sites with reasonably direct main road access, reflecting the limited ability of rural lanes to accept additional traffic. Recommendation: no change.
Submitted sites at Ullingswick should be included within the settlement boundary (N. Spratt).	Sites 27 and 28	Sites 27 and 28 are both greenfield sites in isolated countryside locations, separate from any built form. There is no planning basis for these sites to be included within a settlement boundary. Recommendation: no change.