

The Kibworths' Neighbourhood Plan

Consultation Statement

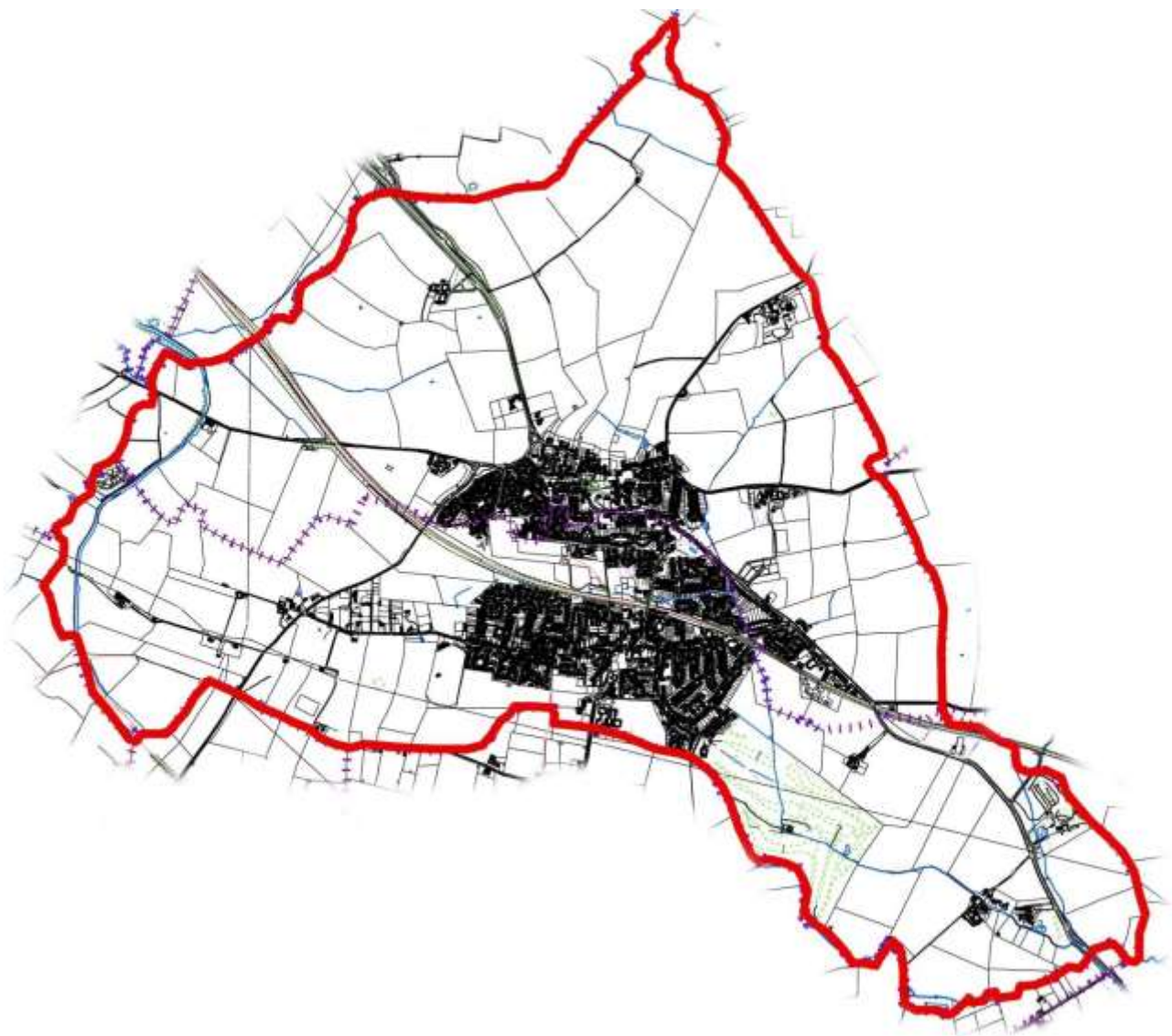
Introduction

This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012. Section 15(2) of Part 5 of the Regulations sets out what a Consultation Statement should contain. According to the Regulations, a Consultation Statement:

- Contains details of the persons and bodies who were consulted about the proposed Neighbourhood Development Plan;
- Explains how they were consulted;
- Summarises the main issues and concerns raised by the persons consulted;
- Describes how these issues and concerns 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.

Figure 1 – The Kibworths' Neighbourhood Plan Area designated on 16th January 2015



Regulations and government guidance:

Stage 1: Deciding to make a Neighbourhood Plan

The Parish Councils of Kibworth Beauchamp and Kibworth Harcourt formally took the decision to undertake a Neighbourhood Plan in October 2014. A public meeting to launch the Neighbourhood Planning Group was held at 7.30pm on Friday 6th February 2015. At this meeting local people expressed an interest in being members of the Kibworth Neighbourhood Planning Group and the first meeting of the elected and constituted group took place on 9th February 2015.

Stage 2: Defining the neighbourhood

The Parish Council applied to the local planning authority on 7th November 2014 to designate the neighbourhood as identified above. The correspondence is attached as *KNPG Appendix 1*.

A formal engagement period provided members of the public and other key stakeholders an opportunity to submit comment on the proposed Neighbourhood Plan Area and proposed Neighbourhood Planning Body for the Kibworths. The proposed Neighbourhood Planning Body was Kibworth Beauchamp Parish Council which specifically included Kibworth Beauchamp and Kibworth Harcourt Parish Councils and the proposed Neighbourhood Planning Area is shown in Figure 1 above.

Harborough District Council checked that the application was appropriate, and undertook the appropriate notification process. The designation was made on 16th January 2015.

Stage 3: Preparing the plan

Kibworth Neighbourhood Planning Group (KNPG) is a sub-committee of the two parish councils. Two parish councillors from each parish council and ten other residents agreed to serve on the Committee. The Committee has an elected Chair and an approved constitution.

KNPG is a sub-committee of the Parish Councils of Kibworth Beauchamp and Kibworth Harcourt and have worked to produce a draft plan, ensuring that it is:

- Generally in line with local and national planning policy framework;
- In line with other legal frameworks;
- Mindful of the need to contribute to sustainable development;
- Prepared on the basis of sound governance arrangements.

The Kibworths' Neighbourhood Plan seeks to establish specific and local planning policies for the development and use of land in the Parish. The neighbourhood plan establishes a vision for the future taking into account the data gathered through community engagement and consultation alongside demographic and socio-economic data. Following a recruitment process KNPG appointed *YourLocale* as consultants to help create the plan.

KNPG met on:

6 th February 2015	11 th June 2015	8 th December 2015
9 th February 2015	9 th July 2015	19 th January 2016
19 th February 2015	5 th August 2015	2 nd March 2016
5 th March 2015	3 rd September 2015	21 st April 2016
25 th March 2015	14 th September 2015	23 rd June 2016
16 th April 2015	1 st October 2015	26 th July 2016
7 th May 2015	5 th November 2015	29 th September 2016

Minutes of all KNPG meetings can be found on the KNPG website (www.kibworthneighbourhoodplan.org).

On 30th September 2015 five theme groups were launched. Local people were engaged in order to pull together and prioritise ideas emerging from the first consultation and start to work up their plans. Twenty people were involved in the theme groups, undertaking valuable research and assessment.

- The Housing Theme Group met six times between October 2015 and February 2016.
- The Environment Theme Group met seven times between November 2015 and February 2016
- The Transport Theme Group met seven times between October 2015 and March 2016
- The Community Facilities Theme Group met twice in November 2015 and January 2016.
- The Economic Growth Theme Group met in November 2015, December 2015 and January 2016.

Communications

Below are listed the main ways that information about the Neighbourhood Plan has communicated with local people and stakeholders.

1. **KNPG Gazebo** at Family Fun Day on 4th May 2015; KibFest on 6th June 2016; GEMS Open Gardens on 5th July 2015.
2. **Facebook and Twitter** (Kibworth Neighbourhood Plan and @Kibworthplan) accounts were set up to disseminate key information and reminders.
3. **Village noticeboards** displaying invitations to join KNPG in January 2015; notice showing area for designation January 2015; all KNPG agendas posted one week prior to meetings; all KNPG minutes posted once approved; posters publicizing consultation events.
4. **Leaflets/ flyers** were distributed to each household in the Kibworths inviting residents to attend the Theme Group launch meeting on 30th September 2015 and join a Theme Group. Every household received a hard copy of the questionnaire and further leaflets were distributed to each household reminding people to complete the questionnaire before the deadline. Flyers advertising each drop in consultation were posted through every door in the parishes.
5. **Newsletter** articles in the Harborough Mail (July 2015), St. Wilfrid's Church magazine (June 2015) and the Methodist Church newsletter (June 2015).
6. **Kibworth & District Chronicle** which is delivered free of charge every month (except July & August) to every home in the Parish: June 2014 (frontpage), January (frontpage), February (frontpage) March, May (frontpage), September, October, December 2015; January, February, September, November and December 2016
7. **KNPG website:** KNPG agendas, minutes, monthly updates, the questionnaire and all consultation results were posted on the site: (www.kibworthneighbourhoodplan.org) from February 2015. The Regulation 14 consultation material was posted on the website;
8. **Stakeholder letters/email:**
 - A letter was sent to all stakeholders in early September 2015 advising them that the parish councils were producing a Neighbourhood Plan, inviting them to attend the Theme Group launch event and to join a theme group. Letters were again

sent to all stakeholders in April/ May 2016 to advise them of the forthcoming public consultation event.

- A letter was sent to all local developers with an interest in the Designated Area in early 2015 to offer an opportunity to meet representatives from the Neighbourhood Planning Group and discuss the Neighbourhood Plan.
- All stakeholders were contacted by letter in advance of the Regulation 14 consultation period between 10th November 2016 and 5th January 2017. Owners of all proposed Local Green Space sites were contacted separately by letter in October 2016.

9. Email updates: a Neighbourhood Planning email address list has been built up in order to promote consultation opportunities, advise of meeting dates and to circulate agendas and minutes. Email reminders were sent before each public consultation.

10. Logo competition – posters and flyers were distributed asking school-aged children to design a logo for Kibworth Neighbourhood Planning Group. A winning entry was selected, publicized in the Harborough Mail, and then used as the basis of the group’s graphic logo on all future publicity and correspondence.

Consultations

Several consultations have taken place, each building on the evidence of the last.

- An initial community consultation event took place in Kibworth Cricket Club on 6th July 2015.
- A comprehensive Community Questionnaire was delivered to every household in October 2015;
- An additional Questionnaire for Clubs, Interest Groups and Organisations in the parishes was circulated to relevant interest groups in October 2015.
- A community consultation event focusing on the plan policies took place 19th May 2016;
- Representatives from KNPG ran youth consultation sessions with Kibworth C of E Primary, The Kibworth School, 3rd Kibworth Guides, 1st Kibworth Cub Scouts (Arctic Wolves and Mountain Wolves) between April and June 2016.
- Regulation 14 consultation took place from Thursday 10th November 2016 for a period of 8 weeks until Thursday 5th January 2017.

Consultation methodology

The consultations aimed:

- To inform as many people as possible of the existence of the neighbourhood planning process
- To seek the views of people from the community on the proposals being developed by KNPG.

Activities:

As well as meetings of KNPG and the work of the theme groups the following activities were undertaken:

- a. The intention to produce a Neighbourhood Plan and an invitation to contribute toward the process was widely publicised by letter (*KNPG Appendix 2*) to all stakeholders and in the Parish newsletter, the Kibworth Chronicle (*KNPG Appendix 3*);
- b. Notices were placed on the Parish noticeboard asking people to get involved and informing them of progress;
- c. All KNPG meeting agendas, minutes and key documents were posted on the KNPG website and signposted from the parish council websites;
- d. The Kibworth & District Chronicle was used to keep the community up-to-date on progress with the Neighbourhood Plan and offered the chance for people to comment and get involved. The Kibworth & District Chronicle is delivered on a monthly basis (except in July) to all households in several villages in the District;
- e. The Neighbourhood Plan was included as a regular agenda item at Parish Council meetings. Minutes of all meetings are publicly available on the KNPG website;
- f. A good working relationship was established with the District Council including regular dialogue and meetings;
- g. A staffed exhibition about the Neighbourhood Plan was held in July 2015. At this event people were asked to give their thoughts and ideas on priority issues for the Plan. The event was extensively publicised;
- h. A community questionnaire was undertaken in November 2015;
- i. A questionnaire for clubs and community interest groups was circulated in November 2016;
- j. Several youth consultation sessions were undertaken May and June 2016;
- k. A second staffed exhibition took place in May 2016 at which the community was presented with the draft policies. The plans and policies were available to view in large format on presentation boards. Again the event was extensively publicised;
- l. Agencies with a statutory or other significant interest in the Plan were invited to submit their comments in writing by email and letter, at appropriate stages of the planning process, according to the regulations.

Detailed consultation and activities:

KNPG's mandate was to drive the process, consult with the local community, gather evidence to support emerging policies and deliver the Plan.

1. Contacting Stakeholders

The first task was to contact statutory and local stakeholders and announce the commencement of the Neighbourhood Plan process. The following stakeholders were contacted at the outset:

Statutory and other stakeholders

Age UK	Fire and Rescue
Anglian Water Ltd	Leicestershire Police
British Gas Properties	Market Harborough Chamber of Commerce
British Telecommunications Plc	National Grid
CPRE Leicestershire	Natural England
The Coal Authority	Network Rail Infrastructure Limited,
East Leicestershire and Rutland CCG	NHS
English Heritage,	Seven Locks Housing Severn Trent
Environment Agency	Water Ltd
Federation of Gypsy Liaison Groups	Voluntary Action Leicestershire
Harborough District Council	Woodland Trust
Harborough District Disability Access Group.	Highways Agency
Leicestershire County Council transport	Historic England,
Leicestershire County Council, Policy and Community	Homes and Communities Agency,
Leicestershire Ethnic Minority Partnership, Leicestershire	Interfaith Forum for Leicestershire,
Leicestershire County Council,	Leicestershire Centre for Integrated Living,

Adjoining Parishes:

Smeeton Westerby	East Langton
Fleckney	Foxton
West Langton	Great Glen
Wistow & Newton Harcourt	Saddington
Burton Overy	Tur Langton
Carlton Curlieu	

Councillors/MP:

District Councillor Chris Holyoak
District Councillor Lynne Beesley-Reynolds
District Councillor Phil King
County Councillor Kevin Feltham
Sir Edward Garnier QC MP

Local Businesses:

A Farley Country Attire
AAA Haulage
Additional Resource
Antiques Centre
Air Movement Systems Ltd
Aylesworth Fleming
Beckett Financial Services
Berkely Estate Agents
BooBoo Ballet
Bridging Loans .co.uk
Brown Watson
Care Fund
Cedar Business Solutions
Charles Stopps
Chinese Takeaway
CLA
Clarkes Accident Repair
Co-op
Country Properties
Crouch Recovery
Dillons
Dodes
Dust Spares Ltd
Dynamic Wealth
Edgy Productions
EMC
EMS (International) Ltd
European Thermodynamics
Fosse Healthcare
Fox Transfers
Francesca
Giant Exhibitions
Harcourt Garage
Huband Design
Industrial Insulation
Ireland & Co.
Julians
K Harding Accountants
Kibworth Carpets
Kibworth Deli
Kibworth Dental Practice
Kibworth DIY
Kibworth Fish Bar
Kibworth Garden Centre
Kibworth Health Centre
Kibworth Primary School
Kibworth Traditional Joinery
Kibworth Village Hall
Kibworth Wine
Langley Corporate Services
Leicestershire Wildlife Hospital
Library
Lighthouse
Lloyds Louise Faye
Love Candy
Meadowbrook Garage
Mercury News
Mogas Industries Ltd
Natures Purist
No.47
Old School Surgery
Papworth Trust
Post Office
Premier Music
Proton Water Services
Queens Florist
Redman UK
Richard Julian and Associates
RJ Fencing Ltd
Robinson and York
Self Unlimited
Shelton Vision Systems
Siddons Floor Preparations
Smeeton Road Care Home
Squeaky B's Nursery
SNK Investments
Spar
Stirlinggrey
Stones Events
Stones Spa
Stu Williamson Photography
The Beauty Room
The Bookshop
The Coach and Horses
The Cricket Club
The Kibworth School
The Knoll
The Railway
The Striped Pole
The Swan
The Well
Total Community Care
Troubador Publishing Ltd
Utility Trade
Vision Roof Lights
Wedding Belles
Whistlestop antiques
Working Men's Club
Yeoman Yarns

Developers with an interest in the area

Barratt Homes
Davidsons
Manor Oak Homes
Matrix Medical

David Wilson Homes
Jelson Homes
John Littlejohn Designer Homes
Andrew Granger for Merton College

Landowners (contacted as part of Local Green Space designation)

F Stops & Son
Michael Vickers
Mr and Mrs Lodge
Network Rail
Anglian Water
Leicester Diocese

Kibworth Harcourt Parish Council
Kibworth Beauchamp Parish Council
Charles Stops
Merton College
EA Lane (as agents)
David Wilson Homes

The same groups, individuals and organisations have been consulted as part of the Regulation 14 consultation arrangements.

2. First Community Consultation

An open consultation event took place at Kibworth Cricket Club on 6th July 2015 seeking the views of the community on what the Kibworths' Neighbourhood Plan should focus on. In total 183 people attended this event.

Summary of findings from the event

The analysis of the results of this event can be found in *KNPG Appendix 4*.

3. Community Questionnaire

Building on the first consultation event and the detailed work of the theme groups following this, a Questionnaire was assembled by members of KNPG. The Committee and its appointed consultants also gathered statistical information about the Parish from a range of sources to provide a body of evidence on which to base the Plan's emerging policies.

The questionnaire contained 49 questions (some designed as a cluster of sub-questions) and was based on key subject areas or themes, established following initial consultation work by the Kibworth Neighbourhood Planning Group including the community engagement drop-in event in July 2015. These themes are: Employment, Village Amenities, Education, Environment & Heritage, Housing Development, Health and Transport.

The Questionnaire was distributed to every household and was also made available online in October/ November 2015. 803 people responded to the questionnaire (434 paper copies and 369 electronic), from a community with 6423 people, a return of 12.5% - a demonstration of the level of commitment to the Neighbourhood Plan by the community.

Summary of findings from the Community Questionnaire

KNPG commissioned a professional analysis of the KNPG Questionnaire and this can be seen in full at

4. Questionnaire for Clubs and Groups

One of the factors that residents quoted as being special about life in Kibworth Beauchamp and Kibworth Harcourt is the rich variety of clubs, interest groups and organisations. KNPG representatives therefore approached clubs, groups and organisations using the Kibworth community facilities to ask their opinion on several matters including membership, activities, meeting venues and their visions for the future.

Respondents were invited to remain anonymous if they wished, but encouraged to supply their name in order to identify future needs for their group and/or meeting venue.

Summary of Findings from the Questionnaire for Clubs and Groups

48 completed questionnaires were received in total and a full analysis of the responses received can be found at KNPG Appendix 6.

Key themes which come out of the questionnaire for clubs, groups and other organisations using community facilities within the Kibworth villages are as follows:

- There is a need for provision of space for children/youth activities including cooking and outdoor activities at venues, particularly Scout Hut and Village Hall
- Facilities and accessibility for the disabled need to be improved
- KGSB is near to capacity
- There may be a need for a venue with a large room
- Space is not sufficient for activities at The Well
- Parking is a problem for several venues: Scout Hut, Band Hall, Village Hall, KGSB (sometimes), Methodist Church.

5. Children and Youth Consultation

KNPG representatives were keen to hear the views of the children and young people of Kibworth and those who go to school here. Visits were arranged with:

- The School Council, Kibworth C of E Primary
- The School Council, The Kibworth School
- 3rd Kibworth Guides
- 1st Kibworth Cub Scouts (Arctic Wolves and Mountain Wolves)

Activities involved a questionnaire (asking them what they liked about living in the Kibworths, what was important about the place they live in and what they would like to change) designing a tourist poster and playing games.

Summary of Findings of Youth Consultation

A full analysis of the results of this consultation project can be found at *KNPG Appendix 7.*

6. Second Community Consultation

The draft policies for the Neighbourhood Plan were developed from this evidence by KNPG and the consultants, led by the theme group chairs.

On 19th May 2016 a second Open Consultation event was held at Kibworth Cricket Club. This event was focused on the emerging Plan policies, for which there was majority support in every case. In total 124 people attended this event.

Summary of Findings from Second Community Consultation

The analysis of the results of this event can be found at *KNPG Appendix 8*.

7. Regulation 14 Consultation

This consultation took place between 10th November 2016 and 5th January 2017. The resulting comments were tabulated and KNPG met on 26th January 2017 to consider its responses and make amendments to the draft plan in January.

Summary of Findings from Regulation 14 Consultation

These are detailed in *KNPG Appendix 9*.

Conclusion

Comments from HDC Planning Officers in relation to late versions of the draft Neighbourhood Plan have helped to shape the pre-submission version.

The draft Neighbourhood Plan is now ready to be submitted for Regulation 16 consultation to Harborough District Council, who will publicise it for a further six weeks and then forward it, with accompanying documents and all representations made during the publicity period, to an Independent Examiner who will review it and check that it meets the 'Basic Conditions'. If the Plan successfully passes this stage, with any modifications, it will be put forward for referendum.

The referendum question will be a straight "yes" or "no" on the entire Plan, as set out by Neighbourhood Planning Regulations. People will not be able to vote for or against individual policies. If 50% or more of those voting vote for the Plan, it will be brought into force ('Made') and become part of District-wide planning policy.

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

Frances Webster

18th January 2017