SHADINGFIELD, SOTTERLEY, WILLINGHAM AND ELLOUGH NEIGHBOURHOOD DEVELOPMENT PLAN

2022 – 2035

CONSULTATION STATEMENT

June 2022

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1. INTRODUCTION

Purpose of this consultation statement

1. As the qualifying body, Shadingfield, Sotterley, Willingham and Ellough (SSWE) Joint Parish Council has formally submitted the SSWE Neighbourhood Plan (henceforth referred to as the SSWE Plan) to East Suffolk Council.

2. This consultation statement has been prepared to fulfil the statutory obligations of the Neighbourhood Planning Regulations 2012 in respect of the SSWE Plan.

3. Section 15(2), Part 5 of the Regulations states that a consultation statement should:

   a. contain details of the persons and bodies who were consulted about the proposed neighbourhood development plan;

   b. explain how they were consulted;

   c. summarise the main issues and concerns raised by the persons consulted; and

   d. describe how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood plan.

Overview of consultation stages

4. Consultation activity during the preparation of the neighbourhood plan occurred in three stages:

   a. the application process for designation of the Neighbourhood Area;

   b. initial non-statutory consultation; and

   c. the statutory pre-submission consultation on the draft plan.

5. These stages are described in more detail in the following sections.

2. NEIGHBOURHOOD AREA APPLICATION

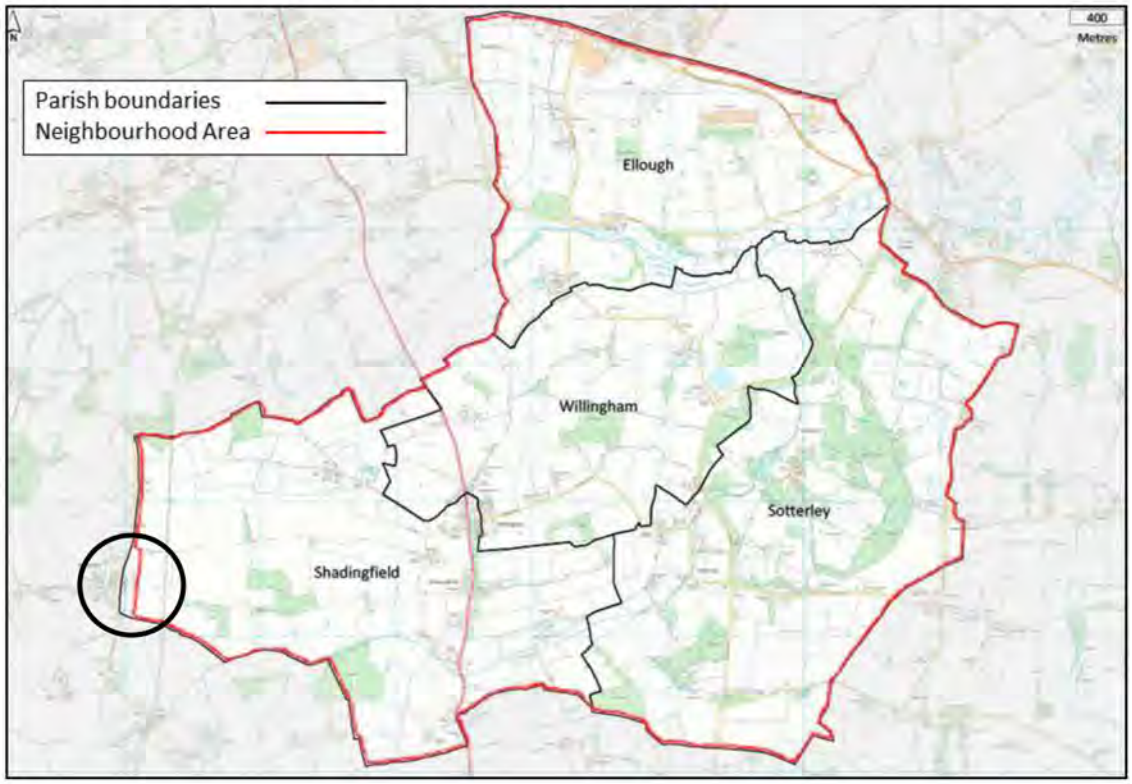
1. The Shadingfield, Sotterley, Willingham and Ellough (SSWE) Joint Parish Council held a public meeting on 22nd March 2017 at which the nature and purpose of a Neighbourhood Development Plan (NDP) was explained to residents (a copy of the 'flyer' advertising the public meeting is provided at Appendix 1). Of the thirty-five people who attended the meeting, 33 voted in favour of moving forward with the development of an NDP, and two abstained.

2. At their meeting in April 2017, the SSWE Joint Parish Council voted in favour of proceeding with the Plan. On 8th May 2017, the JPC submitted an application to Waveney District Council (subsequently East Suffolk Council) for the designation of the SSWE joint parishes as a Neighbourhood Area for the purposes of neighbourhood planning. The proposed boundary of the Neighbourhood Area followed the parish boundaries with the exception of a small area on the western boundary of Shadingfield parish which is within the village of Redisham (Map 1). This area was omitted because it should more logically be included within an NDP for Redisham parish should that be developed. Approval was granted on 11th October 2017.

3. A Project Team was established in late 2017, comprising four members of the Joint Parish Council and five members of the local community.

4. The Project Team met with the WDC Planning Policy and Communities Teams on 12th January 2018 to seek guidance on such issues as national and local policies, options for proposing alternative development areas, areas where assistance could be provided, and the process for obtaining a Strategic Environmental Assessment Screening Report and a Habitat Regulations Screening Opinion.

Map 1. The designated Neighbourhood Area for the SSWE Plan comprises the four parishes of Shadingfield, Sotterley, Willingham and Ellough. However, a small area of Redisham village that lies within Shadingfield parish is omitted from the Neighbourhood Area (highlighted by black circle).



3. NON-STATUTORY COMMUNITY CONSULTATION

Key dates and outcomes in the initial, non-statutory community consultation process are outlined in the table below.

Table of key dates and outcomes in the consultation process:

Date	Event	Purpose	Outcome
Mar 2017	Initial village meeting	To seek the opinion of local residents on the	33 of the 35 attendees supported the proposal to

		desirability of formulating a NDP.	prepare a NDP and 2 abstained.
Jan 2018	Meeting of NDP Project Team with Waveney District Council	Clarification of various issues pertinent to plan development.	Appropriate guidance received by Project Team.
Apr 2018	Delivery of residents' and business questionnaires	Explain the purpose of the NDP and questionnaire. Efforts made by members of the Project Team to speak to at least one person at each address / business.	Greater understanding of purpose of Plan. Completion of questionnaires by residents.
May 2018	Residents' survey	To obtain the opinions of residents.	Compilation of residents' opinions on relevant topics.
May 2018	Sotterley Village Fete	Publicise the NDP and talk to residents.	Greater awareness by residents of NDP and its importance.
June 2018	Sotterley Country Fair	Publicise the NDP and talk to residents.	As above.
June 2018	Presentation of survey results at open meetings	Seek further feedback from residents on issues raised by the survey.	Additional inputs from residents into initial NDP draft.
30 Jan 2019	Meeting of Project Team with Shadingfield Village Hall Committee	Discussion with Committee about use of village hall and options for improvement, etc.	Agreement on aspects of NDP pertaining to the village hall.
Sept 2019 to Feb 2020	Email consultation with ESC regarding: Special Landscape Areas, Priority Habitats, Flood Risk Areas, Green Spaces, SEA and HRA requirements,	To determine appropriate content and inclusions in draft Plan	Agreement on aspects on NDP pertaining to habitats, etc.

	consultation procedures, etc.		
Sept 2019 to Feb 2020	Informal discussions with members of the community and regular meetings of the NDP Project Team.	Clarification of issues pertinent to development of the draft plan.	Improvements to draft plan.
Feb 2020 to Nov 2021	Consultation process delayed due to COVID pandemic. Draft further developed through several email exchanges with East Suffolk Council.	Clarification of issues pertinent to development of the draft plan.	Refinement of draft plan prior to the statutory pre-submission consultation.

1. At the outset, the Project Team considered what would be the most effective strategy for maintaining community engagement and determined a range of approaches. These included:

- regular updates in the monthly church parish magazine 'The Sheaf' delivered by hand to all subscribing households in the parishes (approx. 85% of households);
- promotions at village events;
- specifically designed events within the villages; and
- communication with established groups and organisations within the villages.

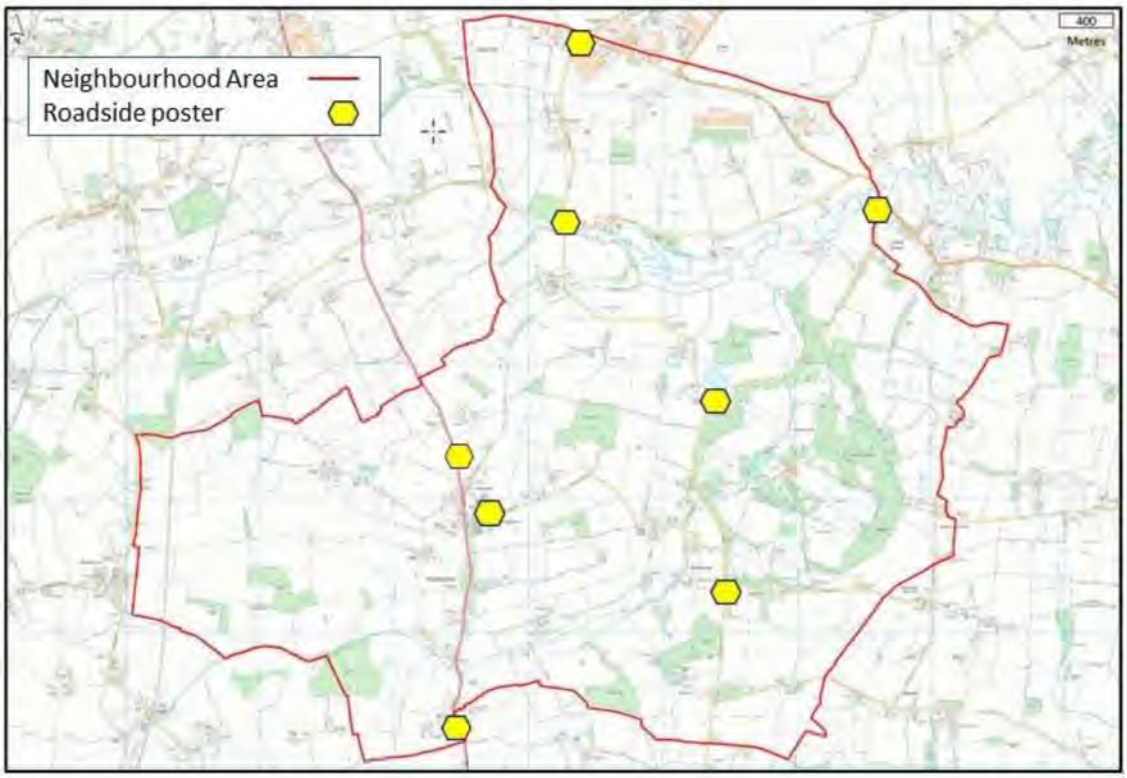
2. The Project Team reported on a regular basis to the Joint Parish Council through its chair, and presentations on progress were also provided at the annual Parish meetings. Minutes of Parish Council meetings, which are published both online and on the notice boards in the villages, give details of these reports.

Parish survey

3. The principal means of consultation with residents in the four parishes was through a questionnaire survey conducted in 2018. This aimed to establish the current thinking and elicit views and opinions from the local community. Before being circulated to residents and businesses, the questionnaires were sent to the WDC Planning Office, and amendments were made in response to their comments (separate questionnaires were developed for the two groups).

4. The planned distribution of the questionnaires was advertised in the April 2018 edition of the local community magazine, the 'Sheaf'. Members of the Project Team delivered the questionnaires to every household and business in the parishes in April and May 2018. Efforts were made to speak to at least one member of each household/business to explain the purpose of the NDP and the survey, and to ask them to complete the questionnaires. Notices were displayed on all village notice boards and at other locations around the parishes to publicise the survey. Large roadside posters were also displayed to advertise the NDP and remind people of the need to complete the survey (Map 2). Stalls advertising the NDP were also manned by members of the Project Team at the Sotterley Village Fete in May 2018 and at the Sotterley Country Fair in June 2018. A flyer promoting the questionnaire can be found at Appendix 2.

Map 2. Locations of the roadside posters deployed in the four parishes.



5. Residents and businesses were given 8 weeks to complete the questionnaires which could be filled in online or in paper form. In addition to returning hard copies by post, respondents were able to leave completed questionnaires at 'drop boxes' at the Shadingfield Fox Pub or the North Green Farm Shop.

6. On 30 June 2018, representatives from groups and organisations operating in the neighbourhood area were invited to two open meetings in the Shadingfield village hall at which the initial findings of the consultation were unveiled. Preliminary results of the survey were displayed at the meeting and attendees were invited to provide additional comments and ideas. The meeting was split into two sessions, an afternoon session between 2 and 4 pm, and an evening session between 6 and 8 pm. Refreshments were provided at both sessions.

7. Businesses operating within the parishes were also invited to participate in the consultation events and their views were actively sought and subsequently considered.

Response to questionnaires

8. Through August and September 2018, the results of the 139 returned questionnaires (131 residents, 8 businesses) were analysed in greater detail to inform development of the draft plan. A range of open-ended questions in the questionnaires enabled the Project Team to classify responses into those pertaining to planning, related infrastructure and social issues, and those which could be met through aspirational projects (i.e. non land-use issues). The responses from the survey together with informal discussions with members of the community

were taken into full consideration during late 2019 and early 2020 as the Project Team worked on the initial draft plan.

Key issues to emerge

9. The questionnaire results showed that residents are passionate about the countryside in which they live, with 94% considering the preservation and enhancement of the natural environment to be of high importance. They felt that landowners and relevant authorities should be encouraged to maintain and enhance hedges and woodland for the benefit of wildlife and to encourage biodiversity.

10. Aside from the landscape, countryside and wildlife, residents valued the tranquillity, quietness and remoteness of the parishes, the friendly neighbourhood and community, the safe environment and low crime rate.

11. The key issues that were identified through the questionnaire and the other consultation events and feedback can be summarised as follows:

- Residents broadly wish to maintain the small village community of the parishes. Residents have indicated that they do not wish to see further housing developments in the countryside other than the conversion of redundant buildings. Residents want development within the present settlement boundary to be sympathetic to the layout and character of current buildings.
- The retention of the tranquil nature of the countryside and natural environment are paramount, particularly if the villages' separate identity from Beccles and Worlingham is to be maintained.
- Traffic speed and volume through the villages emerged as a major concern. Other features that residents most disliked in the neighbourhood were: fly-tipping, litter and dog-fouling; poor mobile phone and internet access; and the lack of public transport.
- There was a general desire to maintain and develop infrastructure such as the village hall, churches, the pub, the farm shop, playing fields, footpaths and cycle lanes to ensure a sustainable and viable community.

12. Further details are set out below.

Housing

13. While the majority of respondents to the neighbourhood plan questionnaire felt the mix of properties in the village was currently satisfactory, and the Waveney Local Plan endorsed that view, the questionnaires identified a desire for small-scale growth in the availability of smaller, potentially lower cost housing within the parishes. There is a clear desire for any new homes built in the parishes to be of a size and type that would be suitable to accommodate young families and retired people. There was very limited support (10%) for the building of large and expensive executive homes. Only 6% of residents were in favour of permitting mobile homes or lodges to be built in the parishes.

14. The vast majority of respondents to the neighbourhood plan questionnaire emphasized the extent to which they valued the villages as they are presently and did not want any significant growth. Any development would therefore need to be small scale, with

opportunities for limited infilling of the types of property identified above, facilitating some organic growth and contributing to the sustainability of the villages as vibrant communities.

15. In summary, housing developments within the parishes will be supported where they:

- give priority to modest owner-occupied housing suitable for young families and retired people;
- use traditional design and materials;
- support low energy consumption;
- are provided with off-street parking;
- convert redundant and dilapidated buildings for residential or, where appropriate, commercial use.

Preventing coalescence with Beccles and Worlingham

16. The vast majority of respondents to the 2018 neighbourhood plan questionnaire expressed a desire for the villages to remain much as they are now and 68% of respondents emphasised the importance of maintaining the gap between the villages and Beccles, in order to preserve the distinct identity of the four parishes as a rural community. A high number of respondents expressed concern at the encroachment of Beccles over recent years and a fear that, if there were to be further southerly development of the town following the opening of the southern relief road, the villages would effectively be merged with Beccles. While residents clearly value the links with Beccles and the proximity to the resources that the town offers, there was a strong view about the choice many had made to live in a village and the value they place on being part of a small and distinct community.

Protecting and enhancing the character of the villages and the surrounding rural landscape thus represents a key focus in the draft plan.

17. In line with the key concern to prevent the coalescence of the villages with Beccles, residents were extremely positive about the historical and environmental assets which they identified within the villages and the rural setting. There was a strong desire to safeguard these for future generations.

18. The villages have a rich history, much of which is evident today through the large number of listed buildings. Residents want to ensure that those buildings which are integral to that history are preserved as a key part of the parishes' heritage for future generations.

19. Alongside the listed structures, other features which contribute to the particular identity of the parishes include small areas of woodland, the public green space opposite the village hall and hedgerows.

20. The setting of the villages provides for some outstanding landscapes and views. These are highly valued by residents and emphasise the villages' location within a rural landscape, contributing to the sense of the villages being a distinct community.

To maintain and develop the infrastructure to ensure a sustainable and viable community

21. The villages have a strong sense of community, with residents of all ages valuing resources such as: Shadingfield Village Hall; the Shadingfield Fox Public House; the churches of St John the Baptist, Shadingfield; St Margaret's, Sotterley and All Saints Church, Ellough; Sotterley Chapel; and the North Green Farm Shop. More than 60% of residents have lived in the parishes for more than ten years and respondents expressed positive feelings about living in the parishes.

22. The NDP area is predominantly residential with relatively few businesses, other than those on the small industrial estates in the northern part of the area, and several farms throughout the parishes. In addition, there are a number of individuals whose employment is home-based. While 75% of questionnaire respondents felt that facilities for home working were adequate, a number expressed dissatisfaction with the broadband quality. Ninety percent of respondents who suggested locations for business development within the parishes supported further extension of the Ellough Industrial area south of the Benacre Road, as specified in the Waveney Local Plan (Policy WLP3.3). Residents felt that development of businesses elsewhere within the parishes should be sensitive to their rural character and maintain the villages' identity as farming-based communities separate from Beccles and Worlingham.

23. Residents highlighted the need to improve infrastructure, such as broadband and mobile phone connectivity, within the parishes to support new and existing businesses and the development of more home working. This view was supported by business respondents, the majority of whom either saw their workforces staying the same or only growing to a modest extent over the next few years.

24. While being broadly in favour of business development within the parishes, residents indicated a strong wish for the need to maintain, and be sensitive to, the rural character of the parishes. The development of new businesses in the countryside was not favoured, except where these related to agriculture or forestry. However, during the later public consultation, specific concerns were raised about the development of intensive livestock rearing units in the parishes.

25. With the majority of residents who are in full time education or employment, travelling out of the village for those purposes, transport is an important issue. Fewer than 40% of questionnaire respondents work within the parishes. Questionnaire respondents favoured actions that would improve the accessibility of the villages for cyclists and pedestrians. The issue of public transport was also raised by several respondents as such provision is currently limited and under threat.

26. While there are significant concerns about coalescence with Beccles, several respondents to the neighbourhood plan questionnaire recognised that there were benefits to residents in being relatively close to a town with a range of resources and facilities. However, for those without a private car, access to these amenities is severely curtailed by the lack of frequent bus services. Further reductions in bus services would increase the isolation of the villages, increase car use, and militate against economic development of the areas outside the major towns. In order to provide for an anticipated increase in the population of elderly

residents, it was felt that measures should be adopted to increase the quality and frequency of local bus services.

27. At the same time, residents expressed concern about increased traffic flow on roads within and alongside the village, particularly with regard to the opening of the Beccles southern relief road and the expansion of the industrial estates in the north of the parishes and around Beccles. Traffic speed through the villages was the greatest area of concern to local residents which emerged in replies to the questionnaires and in the public meetings during the evidence collection process. Over 40% of respondents gave traffic speed as their first "dislike", and 60% regarded the need for improvements in road safety as particularly important. Specific concerns included the safety of pedestrians and cyclists due to widespread disregard of the speed limits, particularly on the A145, and the lack of dedicated footpaths and cycle ways.

28. The issues set out above provide the context for the formulation of the vision and objectives and the subsequent policies and proposals in the SSWE Neighbourhood Plan.

Delays in proceeding to the pre-submission consultation

29. Finalisation of the draft plan prior to proceeding with the pre-submission consultation was subject to a number of delays. In part, this arose from various changes in the membership of the Project Team. Aside from the resignation of some members of the Team (e.g. due to moving out of the area or as a result of other commitments), the Chair of the Group had to stand down on ill health grounds. Two other members of the original Project Team agreed to take on coordination of the process to finalise the SSWE Plan, on a co-chair basis. This change took effect from the beginning of January 2021.

30. The major impediment to proceeding with the consultation on the draft plan was the advent of the COVID pandemic. The imposed lockdown restrictions originally precluded any possibility of public consultation on the draft plan. Over the period from early 2020 to late 2021, further progress was made in developing the draft Plan through email consultation with East Suffolk Council Planning Department; revisions were made in response to suggestions and a number of iterations shared with ESC. The Project Team subsequently decided to delay the start of the consultation process until such time as the pandemic-related restrictions were substantially reduced. In the event, it was decided to delay the formal pre-submission consultation until the start of 2022.

4. PRE-SUBMISSION CONSULTATION ON THE DRAFT PLAN

Statutory Requirements

4.1 Part 5, Section 14 of the Neighbourhood Planning (General) Regulations 2012 requires that before the neighbourhood plan is submitted to the local planning authority the qualifying body must:

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

    1. details of the proposals for a neighbourhood development plan;

2. details of where and when the proposals for a neighbourhood development plan may be inspected;
3. details of how to make representations; and
4. the date by which those representations must be received, being not less than 6 weeks from the date on which the draft proposal is first publicised;

b. consult any consultation body referred to in paragraph 1 of Schedule 1 whose interests the qualifying body considers may be affected by the proposals for a neighbourhood development plan; and

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

Publicising details of the proposals for a neighbourhood plan

4.2 The statutory pre-submission consultation period on the proposed SSWE Neighbourhood Development Plan lasted for just over 9 weeks, starting on 4 January and concluding on 11 March 2022.

4.3 A flyer was produced containing a brief summary of the draft plan objectives and contents and outlining the consultation details and means in which responses could be made. The draft plan was made available on the Parish Council website, or hard copies were available, on request, from the Parish Clerk. The flyer was distributed to every household and business in the four parishes. A copy of the flyer is attached at Appendix 3.

4.4 Notices publicising the draft neighbourhood plan were displayed on all village notice boards and at other locations around the parishes, such as the Shadingfield Fox Public House. In addition, large roadside notices were displayed at a range of locations in the villages to encourage feedback on the draft plan and to publicise two open meetings when residents and businesses were able to view details of the draft plan, make representations and discuss issues with members of the Project Team (Map 2).

4.5 Two open meetings were held in the Shadingfield village hall on 4th March 2022, at which the draft plan was presented and attendees invited to provide additional comments. The meeting was split into two sessions, an afternoon session between 2 and 4 pm, and an evening session between 6 and 8 pm. Refreshments were provided at both sessions. Over the course of the two sessions, 22 residents attended.

4.6 Updates on progress with the draft Plan were provided on a regular basis in the Sheaf magazine and the March 2022 edition (circulated at the end of February) provided a reminder of the upcoming open meetings and highlighted the need for feedback on the draft plan.

Inform any consultation body affected by the proposals

4.7 In order to comply with the statutory requirements to contact the consultation bodies specified in paragraph 1 of Schedule 1 of the Neighbourhood Planning (General) Regulations 2012, an email was sent to a range of statutory consultees and government agencies advising them of the development of the draft neighbourhood plan and advising them of the opportunity to comment. A copy of the email and list of the organisations contacted is attached at Appendix 4. The circulation list was kindly provided by East Suffolk Council. All neighbouring Parish Councils were similarly advised of the draft plan and invited to comment.

4.8 Although engaged throughout the preparation process, a copy of the draft plan was also formally sent to East Suffolk Council for comment.

Publicising where and when the plan may be inspected

4.9 The flyer and associated publicity materials indicated that a copy of the draft plan could be downloaded for inspection from the Parish Council website: www.shadingfield.onesuffolk.net

4.10 Hard copies of the draft plan were also available, on request, from the Parish Clerk and copies were made available for inspection during the open meeting held on 4th March 2022.

Details of how to make representations

4.11 Respondents were encouraged to comment via a dedicated email address set up by the Project Team (sswe.ndp.projectteam@gmail.com), but were advised that written responses could also be submitted, by post, via the Parish Clerk, or could be left for collection at either the Shadingfield Fox Pub or the North Green Farm Shop. Further, opportunities were available for people to comment on the draft plan during the open meeting on 4 March, either in writing or through dialogue with members of the Project Team.

4.12 It was clearly stated in the draft plan and all the associated publicity material that the deadline for comments on the SSWE plan was by 12 noon on 11th March 2022. In the event, a short extension was requested by Historic England due to staff illness. This was approved.

Responses to the pre-submission consultation

4.13 Overall, 16 respondents, comprising 8 residents, 7 statutory consultees and 1 local Town Council, provided feedback on the final draft SSWE Plan. No comments were received from businesses. In total, 62 individual comments were provided to the Project Team, or were relayed verbally during the course of the open meetings. All comments were taken into consideration in the preparation of the Submission version of the SSWE Plan. The table below summarises the numbers of invitations sent and responses received from the different consultees.

Consultees	Invited	Respondents	Comments
Residents (households)	148	8	18
Local businesses	45	0	0
Statutory consultees	13	7	44
Local Parish/Town Councils	11	1	0
Other	0	0	0
Totals	**217**	**16**	**62**

The main issues and concerns

4.14 All the residents who commented were happy with the overall content of the neighbourhood plan, and there were no fundamental criticisms or areas of concern. However, a small number of comments received necessitated minor corrections and revisions to the draft plan. Details are included in the table at Appendix 5.

4.15 Similarly, the various statutory bodies and other organisations consulted were supportive of the plan and complementary with regard to many of the issues covered. Just one objection was raised and a number of helpful additions to the evidence base were provided. For example, both Suffolk County Council and East Suffolk Council offered a number of constructive and detailed comments to improve the wording of different policies and the accompanying maps. Additional supportive comments and suggestions were provided by Suffolk Wildlife Trust and Historic England. Again, full details are included in the table at Appendix 5.

How these issues were considered and addressed

4.16 Each of the individual issues and concerns raised in the responses was considered and addressed. Appendix 5 provides a full list of the comments received, and action(s) taken following discussion within the Project Team and, where appropriate, through consultation with SSWE Joint Parish Council. This table lists: the date comments were received, the respondent (local resident, business or organisation represented), a summary of their comments and the actions taken in response, notably whether modifications were made, or not made, to the draft plan in light of the representation.

5. CONCLUSION

5.1 This consultation statement demonstrates that SSWE Joint Parish Council has prepared the SSWE Neighbourhood Development Plan in accordance with the legal obligations set out in the Neighbourhood Planning Regulations 2012.

5.2 As stipulated in Part 5, Section 15(2) of the Regulations this Consultation Statement has:

a) provided details of the persons and bodies who were consulted about the proposed neighbourhood development plan;

b) explained how they were consulted;

c) summarised the main issues and concerns raised by the persons consulted; and

d) described how these issues and concerns have been considered and, where relevant, addressed in the proposed SSWE Neighbourhood Development Plan.

5.3 Furthermore, the Project Team believe that this consultation statement demonstrates that they have endeavoured to go beyond the minimum legal requirement. The Project Team has made genuine and committed efforts to engage all those who live, work or have a business interest in the SSWE Neighbourhood Area and provided them with every opportunity to influence the content of the SSWE Neighbourhood Development Plan throughout its preparation.

Appendix 1 – Invitation to the first public meeting

There will be a meeting at Shadingfield Village Hall at 7pm on 22nd March 2017 to discuss:

'Should Shadingfield, Sotterley, Willingham & Ellough have a Neighbourhood Plan?'

All residents of the four parishes are invited to attend.

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What is a Neighbourhood Plan? A Neighbourhood Plan (also called a Neighbourhood Development Plan) would set out the views of the local community on the future development of our villages. It can shape and direct future planning by identifying the local sites that residents consider to be most suitable for development and key areas for protection such as historic buildings and open spaces. It can also set out the other improvements required alongside any development, such as playing fields. However, it cannot prevent any development from taking place in an area or propose less growth than the District Council's Local Plan.

Who develops a Neighbourhood Plan? You, the residents of the villages, do! The process is led by the Joint Parish Council, but the whole community must be involved in the decision to develop a Neighbourhood Plan and in deciding what it contains. The Parish Council will also need the participation of some residents as part of the Project Team that will take on the day-to-day tasks of preparing the Plan. There will be a community referendum at the end of the process, which will determine whether the plan will be adopted or not.

What use does it have? Once the necessary processes have been successfully completed and the Neighbourhood Plan is approved by the electorate of the parishes and adopted by the District Council, it becomes part of that Council's Local Plan and must be taken into account in making any planning decisions. If you do not have a Neighbourhood Plan, your voice will not be heard. A Neighbourhood Plan carries statutory weight, but it cannot be used to stop all development in the villages.

Where can I find out more? More information will be provided on the preparation and use of a Neighbourhood Plan at the meeting on 22nd March or can be found at these websites:
http://www.eastsuffolk.gov.uk/planning/neighbourhood-planning/
http://locality.org.uk/resources/quick-guide-neighbourhood-planning/

If you are unable to attend the meeting on 22nd March but wish to express your views about whether the parishes should develop a Neighbourhood Plan or be part of the Project Team, please contact the Clerk to the Joint Parish Council (details below).

This is your opportunity to influence the future shape of our villages and communities!

Appendix 2. Flyer publicising initial survey of residents and businesses

YOUR Neighbourhood Plan needs **YOUR** views and ideas!

THIS IS YOUR PARISH!! HAVE YOUR SAY!!

- What do you value most about the area in which you live?
- What would you like to change?
- What do you think about having more houses?
- Should there be more affordable housing?
- Would you like more community facilities?
- Should there be better public transport links?
- Would you like street lighting?
- Should safer cycling routes or better pavements be provided?

These are a few of the issues that you may have an opinion on and there are probably a lot more.

Our Neighbourhood Plan can have a real effect on the future of our parishes and will ensure our views are formally considered in any future planning or community decisions.

Creating a vision for our parishes

What do you think?

We've recently begun to develop a Neighbourhood Plan for Shadingfield, Sotterley, Willingham and Ellough, but we can't complete this without your help. Our Project Team includes members of the Parish Council and residents, but we need everyone's ideas, views and VISION of how YOU would like to see the parishes develop over the next 10 to 20 years.

Once the community has agreed the Neighbourhood Plan and the District Council has adopted it, the Council must taken it into account when making any planning decisions. It can therefore have a major influence on the future development of the area where YOU live or work. We will also qualify for more funding for the development of amenities.

We will soon be circulating a questionnaire and we need ideas and opinions from as many residents and businesses as possible across the whole community.

- What do you like about living in your parish and what don't you like?
- What aspects of the parish do you want to make sure are preserved?
- What would you like to change or improve?
- Do you have ideas about how this should be done?
- What amenities do you use and what do you wish we had?

You can see how our Plan is progressing at: http://shadingfield.onesuffolk.net/

If you have any questions, or would like to get more involved, please speak to one of the Project Team or contact us at SSWE.ndp.projectteam@gmail.com

You can find more information about Neighbourhood Plans here:

http://www.eastsuffolk.gov.uk/planning/neighbourhood-planning/
http://locality.org.uk/resources/quick-guide-neighbourhood-planning/

Appendix 3 Copy of the flyer distributed to all residents and businesses in the four parishes in early January 2022

NEIGHBOURHOOD DEVELOPMENT PLAN, 2022 – 2036

4 January 2022

Dear Resident / Local Business

The final draft of the Neighbourhood Plan for Shadingfield, Sotterley, Willingham and Ellough (SSWE) is being shared with every household and business in the parishes as part of a formal consultation and your views are being sought.

What is the SSWE Neighbourhood Plan?

- The Plan has been prepared by a Project Team comprising members of the local community and representatives of the Parish Council and has been informed through community engagement exercises, evidence collection and discussions with appropriate groups and authorities.
- The Plan sets out local policies to guide development through to 2036 and, if approved, will become a statutory consideration in all planning decisions within the parishes.

What happens next?

- All households and businesses in the four parishes are invited to comment on this final draft. A range of other organisations will also be invited to comment.
- All comments received will be used to update the SSWE Plan before it is formally submitted to the Local Planning Authority for approval.
- The Local Planning Authority will undertake a further 6-week consultation and then appoint an independent examiner, who will determine whether the SSWE Plan and associated documents meet various conditions and legal requirements.
- Once any further modifications have been made, a local referendum will be held to decide if residents want to accept the plan. If accepted by the majority of voters, the Plan will become a statutory consideration in determining all relevant planning applications within our Neighbourhood Area.

THIS IS THEREFORE AN IMPORTANT DOCUMENT AND YOUR VIEWS ARE IMPORTANT. PLEASE READ THE DRAFT PLAN AND PROVIDE YOUR FEEDBACK. THE CONSULTATION WILL CLOSE ON 11th MARCH 2022.

How to provide feedback

- A full copy of the plan is available on the Parish Council website at: www.shadingfield.onesuffolk.net. Alternatively, a hard copy can be provided by the Project Team by contacting the Clerk to the SSWE Joint Parish Council at: *clerk@shadingfield.suffolk.gov.uk* or by ringing 01502 575862.

- Comments on the draft plan can be sent in various ways:
    - By email to: sswe.ndp.projectteam@gmail.com
    - By post to SSWE Project Team, c/o Clerk to Shadingfield, Sotterley, Willingham and Ellough Joint Parish Council, Spring Cottage, Hares Lane, Westhall, Halesworth, IP19 8RG.
    - By hand via the Shadingfield Fox Pub or the North Green farm shop.
- Or, you can come along and chat to the Project Team at the open meeting which will be held at Shadingfield Village Hall between 2-4 or 6-8 pm on 4th March.

THE SSWE PLAN AT A GLANCE

If you do not have time to read the whole document, this is what you need to know:

i. The SSWE Plan covers the whole of the parishes of Shadingfield, Sotterley, Willingham and Ellough, with the exception of the dwellings on the east side of Redisham Road in Redisham village. This is called the Neighbourhood Area.

ii. The prime purpose of a Neighbourhood Plan is to set out policies relating to the development and use of land in the Neighbourhood Area. The policies in this Plan have been developed from the responses to the questionnaire survey (conducted in 2018), public engagement, discussions with relevant groups and authorities, and other evidence gathering.

iii. The SSWE Plan cannot conflict with National Planning Policy, or change or promote less development than proposed in the strategic policies of the Waveney Local Plan. This includes the proposal for the development of approximately ten houses on the site to the east of Woodfield Close in Shadingfield/Willingham.

iv. The policies, set out in Section 4 of the draft Plan, reflect the strongly-held community aspiration to retain the rural identity of the joint parishes. This includes conserving the landscape, tranquillity and character of the parishes and ensuring that any new development is of an appropriate size, scale and design for a small rural parish with very limited facilities or public transport. The policies address residents' opinions and concerns over the natural environment, the historic environment, housing, facilities and services, sustainable transport, and businesses and employment.

v. A number of issues came to light from the survey and public engagement that do not relate to land-use or development. These are covered in Section 5 of the draft Plan and include concerns about traffic, littering and fly-tipping, and the lack of safe pedestrian and cycle access along the A145. These issues are not eligible to be addressed by policies within the SSWE Plan, but actions have been outlined which will be addressed by the Joint Parish Council and other stakeholders as opportunities arise.

vi. Once finalised and adopted, the Neighbourhood Plan will sit alongside the Local Plan to form part of the Development Plan for the Neighbourhood Area. It is therefore an important document and will play a central role in planning decisions within the parishes through to 2036.

vii. This draft of the SSWE Plan has been prepared for public consultation. Residents and businesses are encouraged to read the draft and provide feedback. Please see above how you can do this.

viii. All comments will be considered and used to prepare a revised version of the SSWE Plan. There will be a further opportunity for residents to make representations at this stage. The Plan will then be submitted to East Suffolk Council who will arrange an independent examination of this and the associated documents.

ix. Following any modifications, East Suffolk Council will undertake a local referendum to find out whether residents wish to accept the final version of the SSWE Plan.

SSWE Neighbourhood Development Plan Project Team

Appendix 4. Copy of email sent to statutory consultees, government agencies and neighbouring Parish Councils in early January 2022, and the list of organisations consulted.

To whom it may concern

A group of volunteers has been working on behalf of Shadingfield, Sotterley, Willingham and Ellough (SSWE) Joint Parish Council to develop the SSWE Neighbourhood Plan to guide future development in the parishes until 2036. Following input from the East Suffolk Council planning team, a final draft of the SSWE Plan has been prepared and we are now launching the pre-submission consultation to meet Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.

The consultation will take place over a minimum of eight weeks, from early January 2022. You are invited, as a statutory consultee, to comment on this Plan. A pdf version is attached to this email; copies are also available on the Parish Council website at: www.shadingfield.onesuffolk.net.

Please email your comments to sswe.ndp.projectteam@gmail.com or send by post to: SSWE Project Team, c/o Steve Blackburn, Clerk to Shadingfield, Sotterley, Willingham and Ellough Joint Parish Council, Spring Cottage, Hares Lane, Westhall, Halesworth, IP19 8RG.

The closing date for submissions is 12:00 noon on 11th March 2022. It would however be much appreciated if you could respond as soon as possible, to assist the working group with addressing the responses.

As part of the consultation, all households and businesses in the Neighbourhood Area have received a leaflet outlining the Plan and providing details of where they can download the full plan, or request a hard copy.

Many thanks for your contribution to the preparation of the SSWE Plan.

SSWE Neighbourhood Plan Working Group

Steve Blackburn
Clerk to Shadingfield, Sotterley, Willingham and Ellough Joint Parish Council
Spring Cottage, Hares Lane, Westhall, Halesworth, IP19 8RG
01502 575862: 07759 339142
The published email clerk@shadingfield.suffolk.gov.uk is valid for incoming emails.
Replies come from another valid email: clerk.sswepc@gmail.com
This email and its attachments are intended for the above named only and may be confidential. If you have received them in error you must take no action based on them, nor copy or show them to anyone. Please advise the sender and delete the email.

Organisations consulted:

East Suffolk Council
Suffolk County Coouncil Neighbourhood Planning
Norfolk County Council
Broads Authority
South Norfolk District Council
Norfolk & Waveney Clinical Commissioning Group
Environment Agency
Historic England
Natural England
Suffolk Wildlife Trust
Suffolk Preservation Society
Anglian Water
Essex and Suffolk Water
Adjacent Parish Councils

Appendix 5. Table listing the comments received during the statutory pre-submission consultation and the actions taken in response.

	Date received	Respondent	Comment	Action
1	11/1/2022	Local resident (by email)	i. P 13, para 34 - The Farmers Market at Ellough is held every other week and is a very useful local supplier. The Rural Coffee Caravan attends Sotterley Chapel every month; dispensing free coffee, cake and community advice. ii. P 14, para 40 - The mobile library stops at the bus stop in Redisham every 3 weeks on a Wednesday. There is no longer a post office at Westhall.	i. Para 34 - Paragraphs detailing amenities updated in draft plan. ii. Para 40 – Details re Redisham mobile library service added to list of amenities. Reference to Westhall PO removed.
2	12/1/2022	Beccles Town Council	Beccles Town Council's Planning Committee considered your draft NP at its meeting yesterday and Committee members agreed that the document was sound, and that they were supportive of the document as drafted.	No action required.
3	12/1/2022	Local resident (initial chair of SSWE Project Team – by email)	i. There is likely to be a concern that the document is quite long and that is likely to put many people off reading it. I still think that it's useful to include the detail and in particular I thinks it's helpful to present the NDP Policies in the context of both the Local Plan and NPPF Policies. Hopefully this will help to explain why some issues don't need to be or can't be included in the plan. It should also be helpful to the Parish Council if they use the Plan as a reference document in making future decisions relating to planning. Nevertheless, it may be helpful to find some way to present a summary of the Policies,	i. Supporting comment welcomed and noted. Policy summaries were prepared for the public meeting.

			although I'm not sure how well the policies stand alone. You may already be planning this for the public meeting.	
			ii. I am disappointed that greater use has not been made of non-designated heritage assets, which I believe are entirely consistent with the desire of residents to maintain the character of the parishes. The list (Appendix 6) as it stands is pretty feeble, although I accept that it may be worth keeping in the hope that it can be supplemented in the future.	ii. Comment noted. The further development of the list of non-designated heritage assets (NDHAs) has been discussed by the Project Team. While it is recognised that consultation with affected residents is not a requirement, preliminary discussions with some residents indicated concerns about, and clear opposition to, having their properties listed. A principal concern was uncertainty over what future implications might be as a consequence of listing. Given the delays arising from the pandemic, and the expectation that extended further consultation on this issue would be necessary if it was pursued straight away, the Project Team took the view that it would be preferable to advance the draft NDP and consult further on NDHAs at a later date.
			iii. Re: Para 72, line 3: The adopted Local Plan refers to 'a residential development of approximately 10 dwellings' next to Woodfield Close. The word 'approximately' therefore needs to be inserted.	iii. Suggestion accepted - correction made.
			iv. Re: Para 75: I am aware that this paragraph was provided by ESC, but the implications of this for any development within the parishes is unclear.	iv. Comment noted. The Completed Habitats Regulation Assessment has concluded that the policies in the SSWE NDP provide locally specific criteria and will not lead to likely significant effects on protected European sites. No specific implications are anticipated.
			v. Re: SSWE Policy HP1: This refers to 'small scale residential developments (less than 10)'. The suggestion that developments of up to 10 dwellings might ever be considered or allowed within the settlement boundary is totally inconsistent with other policies in the plan and the expressed wishes of the residents. It is evident that a	v. Comment noted, but advised by ESC that this would be contrary to the Local Plan (WLP1.2) and ESC have formally objected. No change made.

			development of this size would only be possible with the demolition of several existing properties (see Map 5). I suggest that '10' should be replaced by '3' and the word 'dwellings' inserted. vi. Re: SSWE Policy HP3 (c): This wording is ambiguous. If 40% of the properties are 1 or 2 bed, then at least that proportion will have 'no more than 3 bedrooms'. The words 'no more than' should be deleted.	vi. Suggestion accepted – text deleted.
4	4/2/2022	Natural England	Natural England does not have any specific comments on this draft neighbourhood plan.	No action required.
5	15/2/2022	Norfolk County Council	Thank you for consulting Norfolk County Council on the Shadingfield, Sotterley, Willingham and Ellough Neighbourhood Plan. The county council has no comments to make.	No action required.
6	3/3/2022	Suffolk County Council	i. Archaeology - For paragraphs 24-29, it is suggested the plan could also mention archaeological remains/sites across the area, which are recorded in the County Historic Environment Record. Policy HEP1 could reference archaeological remains, or it, or the supporting text, could refer to the NPPF and local plan policies, and that SCC Archaeological Service can advise on the potential of sites and appropriate assessment and timing in relation to the planning process. ii. Flooding - The plan would benefit from positive references to sustainable water management within the existing community and in future new developments. The introduction of Sustainable Drainage Systems (SuDS) water management features in developments would potentially provide environmental net gains by management of water resources, rainwater harvesting, reduction of flood risk and provide biodiversity and	i. Suggestion welcomed. Text modified to incorporate reference to archaeological remains/sites. ii. Suggestion welcomed. Text modified to incorporate reference to SuDS and modify Policy.

			landscape enhancement. Minor text revisions are suggested for Policy HP3 to incorporate this issue.	
			iii. Health & Wellbeing – SCC suggest more could be done to reflect the needs of an ageing population. The following wording could be included in Policy HP3: *"Support will be given to homes that are adaptable (meaning built to optional M4(2) standards), in order to meet the needs of the aging population, without excluding the needs of the younger buyers and families."*	iii. Suggestion welcomed. New text added in supporting paragraphs and suggested wording incorporated into an updated Policy.
			iv. Green Spaces and Facilities - The provision of the designated Local Green Space (Shadingfield playing field) in Policy NEP2 is welcomed from a health and wellbeing perspective. It is suggested that paragraph 62 could include reference to the physical and mental health and wellbeing benefits that can be gained from access to pleasant outdoor areas. SCC would suggest the inclusion of the need to make green spaces and facilities accessible to residents with limited mobility (inclusion of benches, including Chatty Benches and well-maintained paths etc), into paragraph 88 to support Policy FSP1 Community Facilities. Policy FSP1 Community Facilities is overall welcomed by SCC, and the Community Actions proposed in paragraphs 110 and 112 is supported SCC as a method to tackle loneliness and isolation.	iv. Support welcomed. New text added in supporting paragraphs highlighting wellbeing benefits from access to outdoor areas. Shadingfield playing field no longer designated as a Local Green Space, but a Community Facility (see bullet ix below).
			v. Active Travel - SCC welcomes the desire for safe walking and cycling routes highlighted throughout the plan and particularly in Policies STP1 and STP2. Objective 5 is particularly welcomed.	v. Support for policies and objectives welcomed. No action required.
			vi. Minerals and Waste - SCC has no concerns regarding the safeguarding of potential minerals resources	vi. No action required.

			and operating minerals and waste facilities from the proposals in the plan.	
			vii. Natural Environment - Policy NEP1 It is suggested that Part b should be strengthened by adding " ... *and encourage biodiversity net gain*" to end of sentence. Part c could consider adding; "*Any losses of trees or hedgerows should be compensated*" at end. It should also be considered omitting 'except where removal is needed for provision of access', as this is already covered by wherever possible'.	vii. Suggestions welcomed. Text modified to incorporate suggested wording in updated Policy.
			viii. SCC is supportive for dark skies included in Part f of Policy NEP1, however this wording could be strengthened by requesting proposals demonstrate that light pollution is being minimised. The plan could consider removing the reference to exceptions being made for household developments, as this could encourage inappropriate lighting. Suggest the wording "*Proposals should demonstrate how light pollution is being minimised*" at the end.	viii. Support for policy welcomed. Text modified to remove reference to exceptions and to incorporate suggested wording in updated Policy.
			ix. Local Green Space – SCC query whether the playing field would be better designated as a "Community Facility" in Policy FSP1 to provide protection and improvements, rather than as a LGS, which may restrict future potential development and enhancement opportunities. Since the NPPF affords designated LGSs with the same protection as Green Belt, the designation as LGS is likely to hinder the aspirations for improvements of the playing field that the draft plan refers to.	ix. Suggestion welcomed - designation of playing field changed from Local Green Space to Community Facility. Change reflected in updated Policy.
			x. Public Rights of Way - SCC is pleased to see that the importance of public rights of way (PROW) are recognised within the plan, particularly with regard to	x. Support for plan welcomed. Text modified to include mention of the PROW network in the opening

			Objective 5. It is suggested that throughout the plan where footpaths and cycle routes are mentioned, it would be helpful to say "public rights of way and cycle routes" instead. There are many PROW within the Neighbourhood Area, including bridleways and restricted byways as well as footpaths, so the wider term would cover all of them. We would like to see mention of the local PROW network on pages 9 and 10 under the Landscape of the Parishes section. It is recommended that paragraph 63 should refer to *"Access to Public Rights of Way"*, and not just to footpaths.	description of the parishes and to change footpaths to PROW throughout the document.
			xi. SCC fully supports Policy STP1 Traffic, and Policy STP2 Pedestrian and Cycle Access. We are very pleased to see an ambition set out for improving pedestrian and cycle access, and the importance of this aspect when considering new developments. The following wording is recommended to be added to Policy STP2: "c. *Development which would adversely affect the character or result in the loss of existing or proposed Public Rights of Way (PROW) will not be permitted unless alternative provision or diversions can be arranged which are at least as attractive, safe and convenient for public use. Development will be expected to provide PROW enhancement when opportunities arise.*" A map showing the PROW network could be included at Appendix 1, and reference could be included to other strategies that support the plan – e.g Suffolk County Council's Green Access Strategy (2020-2030).	xi. Support for policies welcomed and suggestions for changes accepted. Text modified to incorporate suggested wording in updated Policy. Supporting text has been updated to incorporate reference to the SCC Green Access Strategy and additional maps added to the appendices in respect of PROWs in the four parishes.
			xii. Transport – The desire to improve sustainable transport in Objective 5 is supported, and the reference to Suffolk Guidance for Parking 2019 is welcomed. For Policy HP3, we suggest that provision for a proportion of on-street parking is considered for new developments. The	xii. Support for policy welcomed and suggestions for changes accepted. Text modified to incorporate suggested wording in updated Policy.

			following wording is proposed: "iv. *Provide a proportion of visitor parking on-street within any new developments, but that is well designed, located and integrated into the scheme to avoid obstruction to all highway users or impede visibility.*"	
			xiii. Policy STP1 – SCC supports the desire to mitigate impact on road safety for cyclists and pedestrians. However, the following amendment is suggested to be added: "... and include *proportionate* measures to mitigate any adverse impacts."	xiii. Support for policy welcomed and suggestions for changes accepted. Text modified to incorporate suggested wording in updated Policy.
			xiv. Policy STP2 – This is welcomed, as this can help to encourage the community to use more sustainable modes of transport.	xiv. Support for policy welcomed. No action required.
			xv. Policy BEP1 – SCC are supportive of the requirements for pedestrian and cycle access. It is suggested that bullet iv of part a could read: " ... adequate *secure* cycle parking."	xv. Support for policy welcomed and suggestions for changes accepted. Text modified to incorporate suggested wording in updated Policy.
			xvi. Quiet Lanes - Para 106 indicates the desire to designate some lanes as Quiet Lanes. It is important to note, however, that designation requires that certain criteria be met, and a speed and volume of traffic survey needs to show low speeds and little use. Quiet Lanes are not traffic calming or speed reducing measures.	xvi. Comments noted. No action required.
			xvii. General – The maps showing the parish boundaries / neighbourhood plan area and the settlement boundary are unclear and need improving. A policies map would also be beneficial.	xvii. Maps revised and new policy map created.

			xviii. General – SCC recommend that a policies list is included as part of the contents page for ease of navigation, and suggests that policies are named in a simpler manner (SSWE1, SSWE2, etc.). Appendix 7 also needs updating to reflect the recent changes in Use Classes.	xviii. Policies list added and Appendix 7 updated. Following consideration, Project Team favoured retaining current numbering for policies.
7	4/3/2022	Local resident (Chair of Joint Parish Council – by email)	i. Appx. 1 Map 8 refers to Sotterley Mortuary Chapel; Pg 20 Para 62 refers to Sotterley Memorial Chapel. Consistency needed (see also Para 91 and Appx 5). ii. Pg 25/26 Housing design/ Policy HP3 - shouldn't all new housing include charging points for electric vehicles (SSWE Plan Objectives 3 & 7)? iii. Para 99 – and policy BEP1 – suggest reference to intensive livestock units is not restricted to poultry only. Potential for intensive pig, cattle and dairy farming to have impacts for the local community. I would prefer that intensive livestock units should not be permitted within 2km of any residence or other sensitive receptor.	i. Correction made. ii. Suggestion accepted – text changed. iii. Suggestion re terminology accepted and text changed. Proximity issue discussed with Project Team and 2km considered overly restrictive.
8	4/3/2022	Local resident (feedback received at open meeting)	i. Support expressed for maintaining dark skies and avoiding light pollution (Policy NEP 1). ii. Concerns expressed about the speed of vehicles travelling through the villages, particularly on the A145. Would like to see permanent speed camera in place. iii. Support expressed for the business development policy and the importance of any developments remaining of an appropriate scale and in keeping with the character of the rural villages.	i. Support welcomed – no action needed. ii. Concerns noted - issue already highlighted in section of report dealing with non land-use issues (traffic and transport). Ongoing actions to reduce levels of speeding being taken forward by Joint Parish Council. iii. Support welcomed – no action needed.
9	4/3/2022	Local resident (feedback	i. Support expressed for policies relating to environment and housing.	i. Support welcomed – no action needed.

		received at open meeting)	ii. Concerns expressed about lack of safe footpath access along the A145 to access farm shop. iii. Concerns expressed about the speed of vehicles travelling through the villages, particularly on the A145.	ii. Concerns noted and views shared - issue already highlighted in section of report dealing with non land-use issues (traffic and transport). Ongoing actions being taken forward by Joint Parish Council. iii. As above. Ongoing actions to reduce levels of speeding being taken forward by Joint Parish Council
10	4/3/2022	Local resident (feedback received at open meeting)	Concerns expressed about poor level of public transport.	Concerns noted - issue already highlighted in section of report dealing with non land-use issues (traffic and transport). Ongoing actions to encourage better provision of public transport being taken forward by Joint Parish Council.
11	4/3/2022	Local resident (feedback received at open meeting)	Concerns expressed about the speed of vehicles travelling through the villages, and support expressed for investigating Quiet Lanes designation for some rural lanes.	Concerns noted - issue already highlighted in section of report dealing with non land-use issues (traffic and transport). Ongoing actions to promote additional speed calming measures being taken forward by Joint Parish Council.
12	4/3/2022	Environment Agency	Acknowledged reminder re consultation, but advised of very high current workloads. No subsequent response.	No action required.
13	9/3/2022	Suffolk Wildlife Trust	i. Recognise and welcome that the importance of biodiversity is already highlighted in the draft plan. However, suggest that text and policies could be strengthened, as below: ii. The supporting text and Policy NEP1 could better emphasise the importance of habitat corridors, focussing on linking existing ecological assets in the parishes. iii. Reference is needed to the Natural Environment and Rural Communities Act, 2021 In Policy NEP1. Recommended that the SSWE plan should require a minimum of 10% biodiversity net gain for any proposed development (in line with the NERC Act), but that a	i. Support for existing policies and suggested measures to strengthen these welcomed. Specific changes detailed below. ii. Text modified to further highlight importance of habitat corridors to enhance biodiversity and link existing assets. iii. Text modified to incorporate reference to NERC Act and to advocate more aspirational gains for enhancing biodiversity.

			higher net gain (20%) should be advocated where possible. iv. Recommend that key Priority Habitats and Species for the parishes are named to ensure strengthened protection.	iv. Text modified to incorporate reference to key Priority Habitats and Species.
14	11/3/2022	Local resident (by email)	i. Draft plan encapsulates and closely reflects views of local residents. ii. Concerns expressed that some recent schemes in the parishes appear to have been approved in contravention of the NPPF and Waveney Local Plan. Keen that the NDP is fully taken into consideration when planning applications are made in the future. iii. Recognition that the lack of infrastructure in the parishes (page 15 of the draft) has particular implications when considering both housing policy and business development. The widespread dependence on oil, bottled gas or solid fuel and the lack of mains sewage should be a consideration in curtailing housing development outside Settlement boundaries. The poor broadband service and mobile coverage are also a constraint to both housing and business schemes that are likely to require a reliable service for their viability. The phasing out of landlines by BT means that there may be an issue accessing emergency assistance in the future if other communication services are ineffective. iv. The importance of preserving trees and hedgerows should be explicit in any planning permission (Policy NEP1 c), and conditions enforced.	i. Support for draft plan welcomed. ii. Comment noted. No specific changes made to draft plan. Issues specific to East Suffolk Council. iii. Existing text already covers the lack of services, facilities and amenities in the parishes and considered to be adequately reflected in current policies. iv. Text in respect of maintaining trees and hedgerows and enhancing biodiversity strengthened (see also comments from Suffolk Wildlife Trust).

			v. The large number of heritage assets in the parishes along with the tranquil rural environment and local footpath network are of vital importance to residents (particularly during the pandemic). It is important that this public asset be preserved and not marred by large scale, inappropriate developments - once the context and setting of the heritage buildings are spoiled, they are lost forever (Policy HEP 1). vi. With regard to possible business developments (Policy BEP1), the wording could be strengthened to advocate that any proposals should include a business plan demonstrating the financial viability of the scheme, and specifying what increased local employment there would be and whether such employment is likely to be sustained. vii. With regard to rural tourism accommodation (Policy HP4), could the wording be strengthened in support of the Waveney Local Plan to require any proposed developments in excess of 10 accommodation units should only be considered where there is good access to both public transport and A or B roads, and will not be appropriate where these conditions are not met.	v. Text relating to the importance of the rural environment strengthened, with specific reference to its high value during the pandemic. vi. Comment noted. However, uncertain this would be appropriate given the support for economic development set out in the NPPF. No further change made. vii. This is an existing requirement in the Waveney Local Plan so would simply be duplicating existing measures, so no change made. Importance of adhering to current policies recognised.
15	11/3/2022	East Suffolk Council	i. Recognition that draft plan is thorough with different avenues of consultation and engagement undertaken. The application of what the data are saying is helpful and the policies and conclusions seem to be derived from the evidence base that has been accumulated. Also noted that community engagement is seen to be imperative. ii. SSWE at a glance - provides useful summary. Some changes suggested in respect of text describing next steps in the approval process.	i. Supporting comments welcomed. ii. Comments noted. Text modified as suggested.

			iii. Section 1 – recommendation re documents to include in Consultation Statement.	iii. Noted and documents included in the Consultation Statement.
			iv. Section 2 (vision & objectives) – Further guidance re Consultation Statement. Minor wording change proposed in Plan objectives.	iv. Changes made, as suggested. Appropriate text also included in the Consultation Statement.
			v. Section 3 (about our parishes) - recommend specific reference made to Sotterley Park among the Heritage Assets. Also include reference to traffic levels on the B1127.	v. Changes made, as suggested.
			vi. Policy NEP1 – Suggest changing open space to landscape in title. Make policy more specific with regard to aspiration to: 'reflect the landscape character and retain the tranquil rural nature'. Note that carefully chosen non-native plant species can be effective in extending the flowering season or improving biodiversity.	vi. Title changed, as suggested. Policy wording also revised to provide greater clarity. Comment re use of non-native species noted, however preference for use of native species retained (policy uses the word 'ideally' in respect of native species).
			vii. Policy NEP2 (Local Green Space) – changes proposed in respect of wording and inclusion of a map.	vii. Policy has been dropped as decided that it would be better to designate the playing field as a Community Facility rather than an LGS (see also comment ix from SCC above).
			viii. Policy NEP3 (renewable and low carbon energy) – concern expressed that policy wording may be inconsistent with NPPF and that text regarding placement of wind turbines would be better in supporting text.	viii. Changes made, as suggested.
			ix. Policy HEP1 (heritage assets) – policy considered too generic.	ix. Policy and supporting text revised.
			x. Policy HP1 (housing development within the settlement boundary) – objection - draft policy as currently worded conflicts with Waveney Local Plan.	x. Policy revised to make it consistent with WLP.

			xi. Policy HP2 (housing development outside the settlement boundary) – changes proposed to remove ambiguities regarding developments outside the settlement boundary in Part A, and greater clarity needed in respect of Part B.	xi. Suggested changes made and policy revised.
			xii. Policy HP4 (rural tourism accommodation) - the supporting text should include methods of proving the existence of a dwelling for at least 5 years.	xii. Footnote added suggesting how applicants might demonstrate that a dwelling is at least 5 years old.
			xiii. Paragraph 82 – source needed for comment about the percentage of properties in the parishes with 1 or 2 bedrooms. Clarification also requested re figures provided for the Waveney area.	xiii. Source provided for parish data and text re Waveney clarified to be consistent with referenced source.
			xiv. Paragraph 83 – greater detail required on local characteristics.	xiv. Text expanded.
			xv. Policy HP3 (housing density, mix & design) – Part 'a' should read 'should' not 'will'. Part 'c', as currently worded, is ambiguous regarding the target for bedroom requirements in new property developments. Also noted that any diversion from targets set out in Waveney Local Plan would need to be supported by a Housing Needs Assessment.	xv. Change made in Part 'a' and text revised in Part 'c' to address lack of clarity. Text also revised to make this consistent with WLP (previous difference small, so HNA not considered necessary at this time).
			xvi. Policy STP1 (traffic) – various suggestions made to improve clarity of the policy and to provide greater emphasis on highway safety rather than purely traffic volume.	xvi. Policy revised in line with suggestions.
			xvii. Policy STP2 (pedestrian & cycle access) – revised wording suggested for Part 'b'.	xvii. Revised wording incorporated.

			xviii. Policy BEP1 (Business Development) – Revised wording proposed for Part 'b' in relation to broadband and mobile connectivity. Concerns raised in respect of Part 'd' given potential for conflict with NPPF with regard to the need to support economic development. xix. Appendix 6 – clarification provided in respect of need for consultation with residents on establishing non-designated heritage assets and encouragement to extend current list.	xviii. Part 'b' of policy revised in line with proposed revision. Part 'd' restructured to remove potential conflict with NPPF. xix. Text revised. However, current list of NDHAs not extended. While it is recognised that consultation with affected residents is not a requirement, preliminary discussions with some residents indicated concerns about, and clear opposition to, having their properties listed. A principal concern was uncertainty over what future implications might be as a consequence of listing. Given the delays arising from the pandemic, and the expectation that extended further consultation on this issue would be necessary if it was pursued straight away, the Project Team took the view that it would be preferable to advance the draft NDP without further consideration of NDHAs at the current time.
16	17/3/2022 (deadline extension agreed due to staff illness)	Historic England	i. The reference to the historic environment throughout the draft plan, as well as the inclusion of local heritage assets and the need to protect them was welcomed. ii. Suggestion that clause c in policy HEP1 essentially repeats clause b and could be removed, or consolidated into one. Also suggest that policy could be strengthened to include a requirement for any development proposal that may affect a heritage asset to submit a heritage statement setting out how any harm will be avoided or minimised. iii. A strong recommendation was made to set out in the plan how any CIL funds raised from development	i. Supporting comments welcomed. ii. Text updated to take account of suggested modifications and to strengthen policy. iii. Text added to indicate that issues such as improvements to the playing field and footways in the parishes would be among the most pressing issues to

			would be used to facilitate the conservation of the historic environment, and heritage assets and their setting. iv. The response provides a range of links to available guidance on various issues pertinent to the development of the plan, and recommends inclusion of a glossary containing relevant historic environment terminology.	address. However, the Project Team felt that further consultation would be necessary to agree detailed priorities. iv. Availability of helpful links noted and welcomed. The Project Team was previously aware of most of the links, but investigated the relevance of Assets of Community Value (previously unaware) before finalising the draft.