

Thruxton Parish Neighbourhood Development Plan

Communications and Engagement Strategy

December 2018

1. Introduction

This communication and engagement strategy is designed to keep all Thruxton parish residents and businesses informed about the neighbourhood plan (NP).

In more formal terms, having a strategy will ensure the delivery of a “Consultation Statement” that meets with the definition of such a document as set out in Regulation 15 of the NP Regulations which make a consultation statement a statutory part of the package to be submitted for examination by an independent inspector towards the end of the process). The Regulations state:

15(2) In this regulation “consultation statement” means a document which –

- 1. (a) Contains details of the persons and bodies who were consulted about the proposed NP;*
- 2. (b) Explains how they were consulted;*
- 3. (c) Summarises the main issues and concerns raised by the persons consulted;*

and

- 4. (d) Describes how these issues and concerns have been considered and, where*

relevant, addressed in the proposed NP.

Thruxton parish is in north west Hampshire .

Thrupton Parish's Neighbourhood Plan (NP) covers all of the civil parish area and will span a similar timeframe as the TVBC Local Plan (LP) - up to 2029. It is anticipated that the NP will be renewed once the next TVBC Local Plan has been adopted and the requirements of the new LP are understood.

There are 276 dwellings in Thrupton Parish, with a population of 650 based on 2011 census data. One in five Thrupton parish residents are over 65 (2011 census), and 50% of respondents to the 2009 Parish Appraisal had lived in the village for more than 16 years.

The main cluster of housing is in Thrupton village. Other settlements within the Parish consist of Thrupton Down (to the west of the main village), a small number of houses on the Amesbury Road and the westerly side of Dauntsey Lane (to the east of the village) and a number of houses near the Parkhouse Cross (to the far west of the Parish), with the particular concentration of housing being at Thrupton Farm. It will be important to engage with those harder to reach within the community.

The Neighbourhood Plan Steering Group (NPSG) is leading the development of the Plan on behalf of Thrupton Parish Council, and is an advisory committee to the Parish Council. The NPSG has 12 members drawn from across the Parish, originally two being Parish Councillors but at December 2108 one, following a resignation from the Parish Council. The NPSG reports to the Parish Council monthly.

The catalyst for Thrupton's NP came from an awareness of the requirement for additional housing in the South of England, coupled with speculative approaches to local farmers by developers seeking to acquire land. The Parish Council is keen to manage any building/development in the parish, informed by the views of residents, even though no housing has been specifically allocated to Thrupton Parish within the TVBC Local Plan (completed January 2016). The Local Plan has established that there is a need for 648 new houses to be built in Rural Northern Test Valley by 2029 – Thrupton is part of that area.

This communications and engagement strategy has been developed by the NPSG and identifies key stakeholders and interest groups in the parish. The aim is to engage as widely as possible to demonstrate effective and meaningful participation in the Neighbourhood Plan's development, and to help achieve a positive outcome at the referendum.

which concludes the NP process, planned for early late spring 2017 (anticipated late 2019 as of December 2018). It balances robustness with the NPSG's capacity to undertake consultation within the projected timeframe for completion of the NP. The strategy will fit into Thruxton Parish Council's wider communications activity and has been approved by the Parish Council.

2. Purpose of Communication and Engagement

For the adopted NP to reflect the views of those living and working in Thruxton Parish, it is important that all who wish to get involved have opportunities to be consulted on key issues, options and proposals, and to feed into the process of its development. A fundamental aim of the NP is to belong to those living and working in the area and the views of the community and stakeholders need to shape it as it is being developed.

Consultation runs throughout every stage of the NP process. Adopting an agreed communications and engagement strategy should make the most of existing capacity within the NPSG to effectively manage consultation requirements, both statutory and non-statutory. This is particularly important at pre-submission stage of consultation, which must accord with Regulation 14 of the NP Regulations. It is also essential for a robust Consultation Statement to accompany the final Plan to the Local Planning Authority (LPA) in accordance with the requirements of Regulation 15.

The NPSG will be responsible to the Parish Council for ensuring that this strategy is kept up to date, and for recording the outcomes of the different events, along with feeding these into the next stages of consultation. Whilst the programme is not "set in stone", it is designed to provide a firm foundation to build on for all stages of consultation.

3. Principles of Communication and Engagement

The NPSG will seek to be as inclusive as possible, providing all residents and workers in Thruxton parish with every opportunity to input into and help shape the NP. Specifically to:

1. ensure those that might be considered “harder to reach” are a focus of attention in engagement. This will include going out to residents in more remote parts of the parish and not to expect everyone to come to central events.
2. maximise the potential for volunteer involvement in the process;
3. make the most of all available channels of communication;
4. plan consultation activities to deliver the best outcomes for the NP;
5. engage those with any concerns about the policies in the NP to keep them informed and involved

4. Programme of Communication and Engagement

Date	Consultation programme	Time to Plan
Jan-March 2016	Launch of consultation: Village Meeting Village Meeting with presentation on Neighbourhood Plans by TVBC Publicising of Neighbourhood Plan area (see Regulation 5 of the NP Regs – submission to LPA followed by 6 week consultation period)	6 weeks
March - April 2016	Information Gathering: Household Questionnaire (including information about the NP process, purpose and identifying how to access the Locality Roadmap Guide to Neighbourhood Plans)	5 weeks
Ongoing	Monthly update in Thruxton Times Updated information on NP Page of Parish Website (www.thruxtonvillage.com) Updating information on Parish Facebook Page (XXXaddress)	Ongoing throughout process

April 2016	Information Gathering : Business Questionnaire	6 weeks N/A
May – June 2016	Focused Consultation Groups Kimpton Primary School; Community groups neighbouring parishes; harder to reach areas;	12 weeks
June 2016	Thruxton Fete – information to be available about outcome of consultation to date	
September – October 2016	Preferred Policy Options To publicise and ask opinion on the policy options identified by the working groups as a result of the household questionnaire, including event at Hall and going to each settlement area	8 weeks

Jan- Feb 2017	Formal Regulation 14 (Pre-submission) Consultation Draft Neighbourhood Development Plan	8 weeks
April 2017	Submission of Plan followed by LPA consultation of 6 weeks	6 weeks
July/August 2017	NP Community Referendum	6 weeks

The following channels of communication and engagement will be used to implement the programme:

i. Thruxton Parish Newsletter

The Thruxton Times is the monthly newsletter circulated to all households in the parish (except during January and August). This provides regular updates and highlights meetings or other community events/issues. In the months prior to consultation events, the newsletter will also contain details of times and venues.

Additional information can be sent out with the Thruxton Times as required. Contact details for the chair of the NPSC are available in the newsletter.

ii. Thruxton Parish Website – NP Page

The website is regularly updated and contains a specific page for the Neighbourhood Plan. This is regularly updated and contains information about the NP and process. It will provide on going information, event notifications, consultation results and draft documents as they are produced.

iii. Facebook

The Thruxton Village Facebook Page is monitored by the NPSC and information posted when appropriate. Feedback can be obtained and questions can be answered.

N.B.

Consultation events and working group meetings will be advertised in all of the communication channels. Residents will be encouraged to participate and volunteers sought to support the process.

iv. Notice Boards

There are notice boards in the Parish which are regularly viewed by the community for village updates, including information on the NP. Information provided through notice boards will include details of events and give the link to the website.

v. Kimpton, Fyfield and Thruxton Primary School (a primary school for three parishes, including Thruxton).

The school is a focus point for part of the community and engagement will follow liaison with the headteacher as to what is appropriate in the circumstances of a shared school.

vi. Community groups and “harder to reach” residents

It is important that the NP is not solely village focussed. Outlying areas, Parkhouse Cross and Dauntsey Lane will be targeted with door-knocking during major consultation rounds.

The NPSG already holds an extensive list of voluntary groups, clubs and associations in Thruxton Parish (see below) with whom to engage and this will be added to where necessary. Community groups are a good way of reaching people who might not usually respond to consultations. They can provide a forum for informal and relaxed discussion, leading to valuable input into the NP process.

Thruxton's list of Community Groups includes:

PCC	Community Club
Gardening Club	Fete
Parents and Toddlers	Village Association.
Bell Ringers	Book Club
Church	Allotments
Village Hall Trustees	

NB. All venues for consultation need to be suitable for people using wheelchairs, and, if possible, have access to a hearing loop system for those hard of hearing. Thruxton Village Hall is wheelchair accessible and XXXX

vii. Neighbouring parishes

As a matter of good practice, the NPSG will inform neighbouring parishes of key stages of consultation. Neighbouring parishes attended the village meetings but have not decided to progress a Neighbourhood Plan or seek to prepare a joint plan.

viii. Other groups

The following groups and others working in the parish and in the surrounding area will also be contacted during consultations:

- **Age Concern (Through Village Agent)**
- **Youth groups**
- **Andover Chamber of Commerce**
- **Local landowners**

ix. Statutory Consultees

During the Regulation 14 Statutory Consultation on the draft Thruxton NP, the following organisations and bodies will be consulted:

- TVBC
 - TVBC Conservation Team
 - TVBC Housing
 - TVBC Affordable Housing Team
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- Hampshire County Council Highways
 - HCC Countryside Department??
 - Hampshire Police.
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- Hampshire Football Association
 - Hampshire Wildlife Trust
 - English Heritage
 - Environment Agency
 - Clinical Commissioning Group
 - Ramblers Association ??
 - South West Water
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- Fyfield Parish Council
 - Amport Parish Council
 - Shipton Bellinger Parish Council
 - Kimpton Parish Council
 - Quarley Parish Council

- District and County Councillors
- Local MP

Any other public body will be approached if, during the process, it becomes evident that the issues contained within the NP policies make it appropriate to do so.

x. Capturing wider parish issues

The NPSG will ensure that all issues raised through NP consultations and surveys which do not fall within the remit of the NP itself, will be referred back to the parish council.

NP policies must relate to land use only. A Village Design statement was prepared in 2006 and remains valid. Any decision in respect of other issues will be referred back to the parish council.

Appendix 1: Consultation Activity and Feedback Log

Consultation Log:

Consultation event/ activity	Date	Register of attendees maintained?	Key issues and concerns raised?	How are these being addressed?	Has consultation feedback been provided?
Village Meeting	18.01.16	No. Approximately 30 parishioners in attendance and reps from neighbouring villages	Description of NP and process and why PC thinks it may be appropriate. All comments were supportive of process.	Chair of Steering Group proposed and elected. Further meeting with talk from TVBC to be arranged. Volunteers to participate in steering group identified.	

Village Meeting for talk by TVBC Planning Officer about NPs, what they are for, how to determine if an NP is appropriate and what they can achieve for the Parish.	03.02.16	No. Approximately 50 Parishioners attended and all Parish Councillors	Significant concern within the parish is the prospect of unmanaged development in the Parish akin to the significant and rapid development observed around Andover.	The talk was very information. Following this the Chair of the Steering Group addressed those present on what was being done to progress an NP for the Parish. Those present (and at the PC meeting afterwards) were very supportive of the action taken.	The Thruxton Times, Parish Website and Facebook Page have addressed issues raised and progress made.
Survey distributed to all households in the Parish to obtain baseline information. A flyer was sent out with the Thruxton Times the week before to introduce the NP to those who had not been to the meetings or seen the website and to explain that the survey would be delivered the following week and to seek support by completing it.	8 March 2016	All Households in Parish with additional copies provided when requested (for young people n households or where differing opinions held). The Thruxton Times included reminders in March and April.	To obtain a comprehensive view of the opinions of Parishioners and to identify needs	The closing date for the survey was 23 rd April 2016. The data to be analysed and key issues and objectives identified.	Yes – Thruxton Times, June 2016. Summary of outcome of Survey to all households in the Parish.
Thruxton Fete. Stall at Fete with displays showing outcome of survey, explanation of the NP and process and asking questions in relation to the NP Vision and to resolve uncertainty about views in respect of solar energy. Children were targeted with a ‘Do you Know?’ game and provided valuable comments and insight	18 th June 2016	No, but at least 15 children gave their views and 26 adults responded to the question in relation to solar energy. Many who attended the stand did not participate in that exercise but wished to discuss the project in general terms.	Attendees were interested in the information provided and asked many questions. The vision and solar energy question were discussed and the comments recorded.	All information from the fete will be available to the steering group and can feed into discussion in respect of the Vision and objectives.	

Neighbouring Parishes informed of Thruxton's Designated Area Status and our intention to prepare a NP.	June 2016				
Consultation in respect of Draft Vision and Objectives for the Neighbourhood Plan in Thruxton Times. Responses to be via return of paper slip or online (via Survey Monkey)	July 2016				

Pre-submission consultation on Draft Neighbourhood Plan (Reg.14 of Neighbourhood Planning regulations 2012)

Community or Statutory body consulted	Comments received (relating to each policy)	Feedback provided?	What changes were made to the Plan as a result of this consultation? (including policy changes)
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