

Penn Parish  
Neighbourhood Plan

Consultation Statement

November 2023

Published by Penn Parish Council in accordance with the Neighbourhood Planning (General)  
Regulations 2012 (as amended)

**PENN PARISH  
NEIGHBOURHOOD PLAN  
CONSULTATION STATEMENT  
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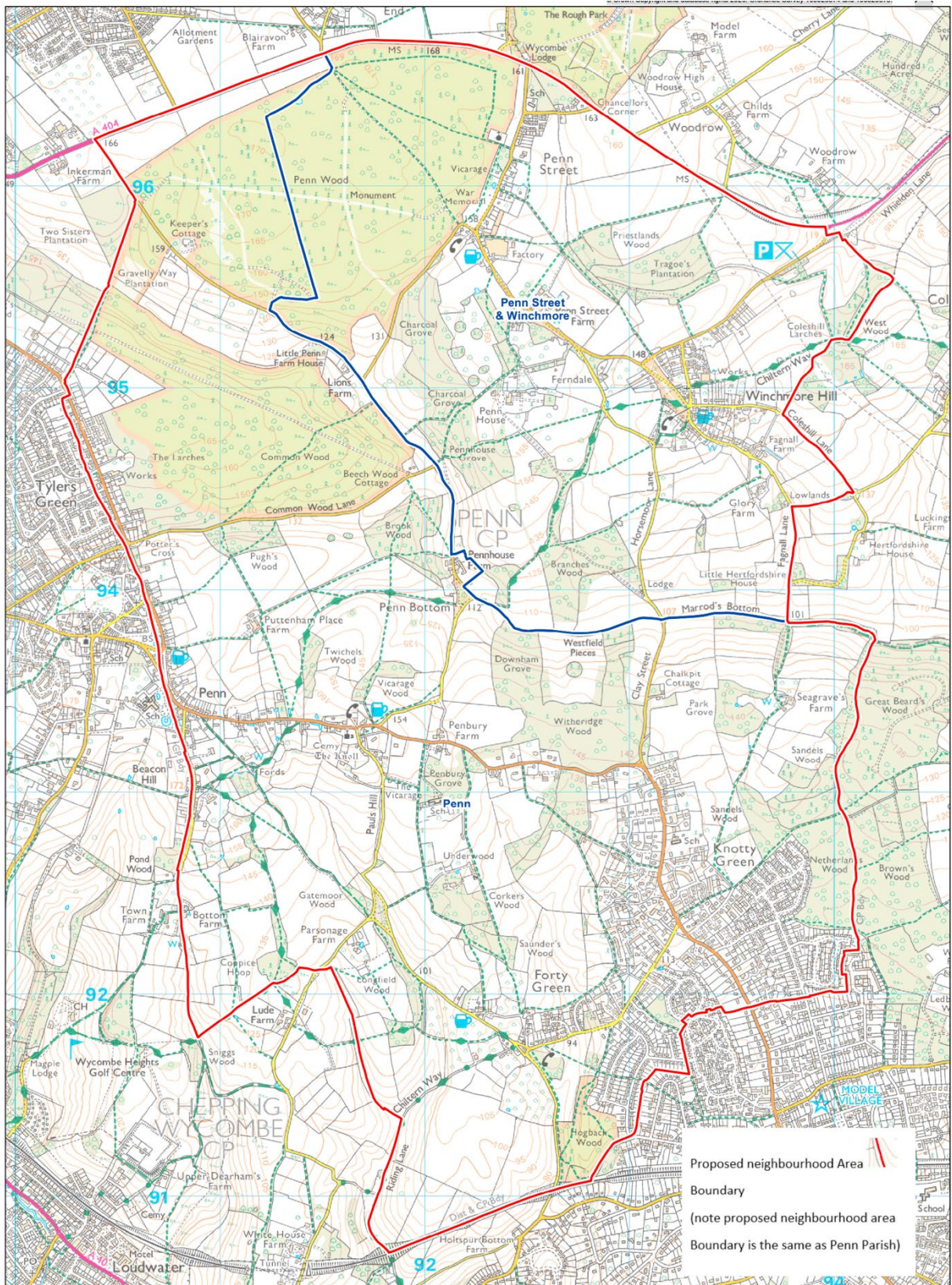
# 1. INTRODUCTION

1.1 This consultation statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012 (as amended) in respect of the Penn Parish Neighbourhood Plan 2022-2040. The legal basis of this Statement is provided by Section 15 (2) of Part 5 of the 2012 Neighbourhood Planning Regulations, which requires that a consultation statement should:

- Contain details of the persons and bodies that were consulted about the proposed Neighbourhood Plan;
- Explain how they were consulted;
- Summarise the main issues and concerns raised by the persons consulted; and
- Describe how those issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood plan.

## **Neighbourhood Plan Area Designation**

1.2 Penn Parish Council approached Buckinghamshire Council in Buckinghamshire to designate the Parish as the neighbourhood area. It was designated on 9<sup>th</sup> July 2021. The area is shown on the plan below.



*Plan A: Penn Designated Neighbourhood Area*



## 2. THE CONSULTATION PROCESS

### Timeline of events

- 2.1 The timeline of events below demonstrates the evolution of the Penn NP.
- 2.2 Minutes of Working Group meetings are published on the Parish Council website

#### 2021

- The Parish Council decides to begin the process of developing a Neighbourhood Plan in 21 January 2021 and resolves to set up a Neighbourhood Strategic Working Party (NPSWP).
- The Parish Council submits an application to designate a Neighbourhood Area to Buckinghamshire Council on 19<sup>th</sup> May 2021. (see Appendix A).
- A Strategic Working Party (NPSWP) was formed to work on the Neighbourhood Plan an open meeting was held with key local contacts, at the Potters Arms in Winchmore Hill, including representatives from residents' associations, interested villagers and local Councillors on 19 June 2021.
- Neighbourhood Area for Penn Parish designated 9<sup>th</sup> July 2021.
- The first article announcing investigation into a Neighbourhood Plan appeared in Penn, Village Voice magazine in April 2021, with updates in subsequent bi monthly issues. We also ran articles over the plan period in Village News, Winchmore Hill (from Sept 2021), Beaconsfield Together on Facebook and on the Parish's website.
- Working Party Terms of Reference approved in 16 May 2022 and revised throughout the project (see Appendix B)
- The Vision and Objectives for the Plan were drafted in July 2021 and subsequently reviewed and advised in the light of the survey results. The revised terms of Reference were approved by the Parish Council at its meeting on 1 June 2022. They are at Appendix C
- Leaflets delivered to all to all houses across the parish advertising the Neighbourhood Plan survey. Posters were included on all village Noticeboards.
- The leaflet advertised the questionnaire asking residents what they wanted to achieve in their Neighbourhood Plan. In this way the survey was circulated around the whole parish in the autumn of 2021, both by email and in paper form. Street Champions delivered leaflets and paper surveys for those who needed them. Face to face 'Find out More' events were held in the villages.

#### 2022

- The results of the questionnaire were collated and reported in January 2022 (see Appendix D). There was a response rate of just under 1/3 of households.
- Consultants approached to undertake technical work on the plan with the Parish, and appointed in March 2022.
- Working Groups created on 16<sup>th</sup> May 2022; one looking at design and development, the other looking at environment and greenspace.
- Working Groups undertake character assessments and surveys over the summer.
- A Housing Needs Assessment was prepared by AECOM and finalised by October 2022.

- At the Parish Council meeting on 16<sup>th</sup> November the Housing Need Assessment was considered, and a specific discussion was held around the balance of competing issues – the maintenance of the Green Belt, and the provision of affordable housing, which concluded that the balance of interests lay with the Green Belt. This was the only issue where the feedback from the questionnaire could not be directly implemented. In the light of the decision to exclude potentially controversial housing sites, the Working Party concluded it was not necessary to publish a draft plan, but could go straight to the pre-submission plan.
- A first draft of the emerging Neighbourhood Plan was considered by the Working Party on 13<sup>th</sup> December 2022.
- There were regular updates from the NPSWP including Minutes, and articles distributed in the Penn, Village Voice, Winchmore Hill Village News, Beaconsfield Together, via Facebook Residents' Associations and on the Parish website.

## 2023

- A Design Code was prepared and finalised in January 2023 and approved at Full Council on 18<sup>th</sup> January.
- During January and February, the pre-submission plan was finalised.
- During March letters were sent to property owners in relation to specific proposals regarding commercial assets, heritage assets and open spaces.
- The draft pre-submission plan for consultation was approved at a special meeting of the Parish Council on 12 April 2023, for a eight-week consultation.
- A dedicated Neighbourhood Plan website was set up to contain a summary of the plan, and a link to a simple survey monkey survey.
- Posters and flyers were produced to publicise the consultation, which were delivered to every house in the parish. Copies of the flyer is provided at Appendix E.
- 'Roadshow' Events were held in Knotty Green, Penn, Penn Street, Winchmore Hill, four different locations across the Parish during the consultation period. These generated considerable interest from Parishioners
- There were 17 formal representations on the plan, and 15 responses to the Survey Monkey Survey (see Appendix F for the full Survey Monkey results)
- Some small changes to the plan were made in the light of the consultation feedback, and the final plan was approved by the Parish Council on 20<sup>th</sup> September, for submission to Buckinghamshire Council.
- The Consultation statement was approved on the 28<sup>th</sup> November 2023.

## **Public and Stakeholder Consultation**

- 2.3 The Working Party included representatives of all the villages residents associations as well as members of the public alongside elected Councillors.
- 2.4 The site-based survey work done over the summer of 2022 include representatives from the NPSWP, including residents' associations representatives and members of the public as well as local Councillors. The dates for the survey 'walk-about' (for evidence gathering) were advertised in local village newsletters and at Residents Associations meetings and members of the public were invited to join the walk-about to give their views?
- 2.5 The residents survey undertaken at the start of the process provided a clear steer on all issues, except the

balance between green belt and additional affordable housing, and in the light of this it was not felt to be necessary to have workshops or wide outreach, or an issues stage consultation of the plan.

2.6 The Working Party considered and debated the competing merits of green belt and affordable housing, and felt it necessary to put this point back to the Parish Council before progressing the plan.

2.7 Engaging with the community included:

- A survey of all households using email where addresses were known, and otherwise through a hard copy delivered to every house
- Regular updates in Village Newsletters, on the Parish Website, the Penn Parish Neighbourhood Plan website and on social media
- Ensuring every household had a flyer delivered at the time of the consultation of the pre-submission plan
- Preparing a plain English 'easy read' plan, on a website, setting out what each policy would achieve if adopted.
- Holding local events during the consultation period
- Regular working group and Working Party meetings
- Regular updates to the Parish Council

2.8 The Working Group's approach to community engagement can be broadly summarised as shown below:

2.9 In 2021 the Parish Council agreed to develop a Neighbourhood. The Parish Council set up a Working Group made up of Parish Councillors and local residents, including local landowners. This group prepared a vision and objectives which guided the process of plan making.

2.10 A residents' survey was undertaken in the autumn of 2021. The findings confirmed that the vision and objectives set by the Working Group were a good reflection of the views of the community.

2.11 The survey identified that the majority of people think the characteristics of importance in Penn Parish are the rural environment, green open spaces around and within communities and easy walking access to the countryside.

2.12 They value a safe environment, rural atmosphere, near to cycling and walking routes, villages of character and heritage and village feel and being part of a community. Good schools are also important.

2.13 Residents dislike the traffic, parking, and facilities.

2.14 A fifth of those completing the survey thought there was scope for a few more houses, but the vast majority thought it about right, or that there were already too many.

2.15 Of the types of housing required, there was a clear need demonstrated for housing that is not met through the private market. 70% were interested in sustainable housing; 60% in low cost or affordable housing, and also smaller housing, and half wanted bungalows or ground floor.

2.16 Regarding the potential location of housing, there were mixed views, with the pattern being small amounts, preferably on brownfield and infill sites, scattered across the Parish, rather than large developments in a single location.

2.17 In terms of what needed protection, the green and open character was referenced the most, followed by

the characterful buildings and the village feel.

2.18 The Working Party undertook site-based survey work in the summer of 2022. Two groups were established: one focusing on built form and heritage, the other on green spaces and biodiversity. See 2.4 more information on who participated in the evidence gathering. Extensive mapping was undertaken of the key characteristics of the Parish.

2.19 The Parish Council wrote to all landowners whose buildings were included in the Heritage Asset policy, (Policy Penn 2) and whose land was included in the open space and amenity policies (Policy Penn 6)

2.20 Some modifications to these lists were made as a result of this consultation.

2.21 The pre-submission plan was approved for consultation at the Parish Council meeting on 18 May 2023.

### **Pre-Submission Consultation Process**

2.22 The Pre-Submission Plan was published as per the Neighbourhood Planning (General) Regulations 2012 Part 5 Regulation 14 (a). A leaflet (see Appendix E) was delivered to every home, and a summary of the plan was prepared and put on a bespoke website, with a survey monkey link included. People were also invited to send in emails for longer responses. Website URL [www.PPNP.online](http://www.PPNP.online)

2.23 The plan was also supplied to the list of organisations as per Neighbourhood Planning (General) Regulations 2012 Part 5 Regulation 14 (b) – see Table A on page 12 for the list of consultees, including Buckinghamshire Council, as per Neighbourhood Planning (General) Regulations 2012 Part 5 Regulation (c).

2.24 Four drop-in sessions were held, at Penn 11 June 2023, Winchmore Hill 17 June 2023, Forty Green/Knotty Green 18 June 2023 and Penn Street 24 June 2023. These were not particularly well attended, and this is attributed in large part to there being few threats within the Parish.

2.25 The consultation period lasted for 8 weeks.

## **3. PRE-SUBMISSION FEEDBACK SUMMARY**

2.26 The on-line survey resulted in 15 responses. The results are shown at Appendix F. The questions invited respondents to agree or disagree on a 5 point scale. All the policies had a high level of support – between 4.2 and 4.9. The ranking reflected the earlier results from the residents' survey, in that the policies dealing with greenspace and biodiversity were higher scoring, with built environment issues being marginally lower.

2.27 Some detailed comments were received, mostly supportive. The Working group reviewed all these comments and made some minor wording changes as a result.

2.28 There were 15 formal comments on the plan, including from landowners, residents, business owners, a local publican, Historic England, Thames Water and Buckinghamshire Council.

2.29 The Working Group reviewed these comments, and used the challenge to ensure that the evidence was robust, and to fine-tuned policies. Each comment response was reviewed, and the NPSWP reviewed the



status of a number of assets, including taking advice from our Planning Consultants. Following this review, the status of a number of assets were either reviewed or retained, including Commercial Assets, Community Facilities, Heritage Assets and Local Area Green Space, as follow:-

- 2.30 Retained: Local Area Green Space: Land at Whichert’s Close, Community Facility: The Royal Standard of England, public house, Commercial asset: Penn Barn, Heritage asset, Hatchits, Penn, Community Facility: Village Hall, Penn Street
- 2.31 Removed: Heritage asset: Manor House, Penn, Heritage asset: Whitegates, Penn, Heritage asset: Rayners Cottage Penn, Heritage asset: Laurel Loge, Penn Street, Commercial asset: Countrywide Pianos, Penn, Commercial asset: Gravelly Way Stables, Penn.

## 4. INDEX TO APPENDICES

Appendix A – Neighbourhood Planning Area Designation Application

Appendix B – Steering Group and Design Working Group Terms of Reference

Appendix C – Vision and Objectives

Appendix D – Penn Parish Initial Survey Questions and Answers

Appendix E – Reg 14 Communications: Website, leaflet sent to every home, events

Appendix F – Reg 14 on-line survey results

Appendix G – Summary of Regulation 14 representations

## 5. TABLE A REGULATION 14 CONSULTEES

	Statutory Consultation Bodies	Organisation
(b)	a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority;	Buckinghamshire Council
(b)	a local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority;	Hazlemere Parish Council, Beaconsfield Town Council, Chepping Wycombe Parish Council
(c)	the Homes and Communities Agency;	Homes England

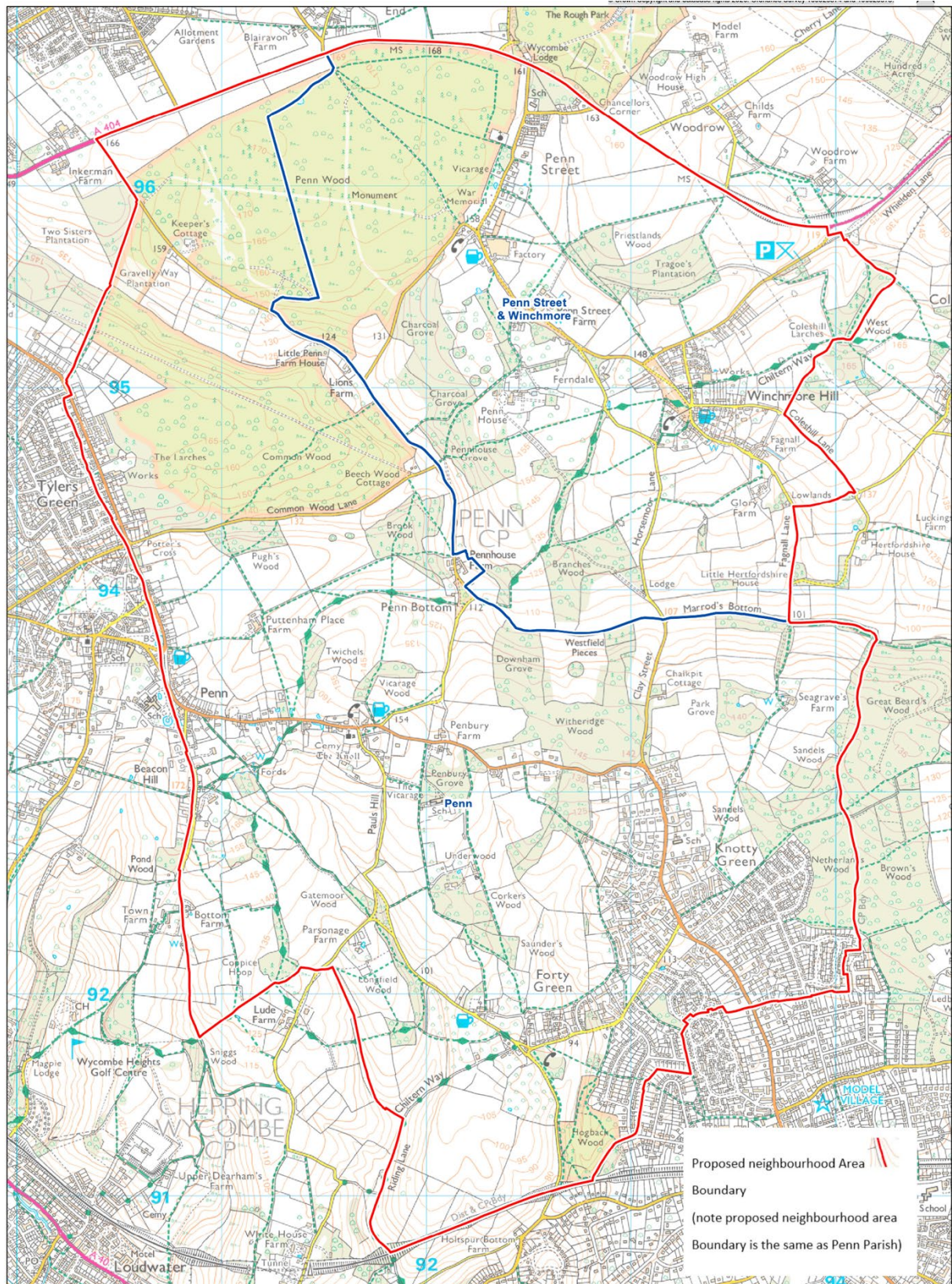
(d)	Natural England;	Natural England
(e)	the Environment Agency;	Environment Agency
(f)	the Historic Buildings and Monuments Commission for England	Historic England
(g)	Network Rail Infrastructure Limited (company number 2904587);	Network Rail
(h)	a strategic highways company - any part of whose area is in or adjoins the neighbourhood area; (ia) where the Secretary of State is the highway authority for any road in the area of a local planning authority any part of whose area is in or adjoins the neighbourhood area, the Secretary of State for Transport;	Highways England
(i)	<b>any person -</b>	
(i)	to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003; and	UK Mobile
(j)	<b>where it exercises functions in any part of the neighbourhood area —</b>	
(k)	a clinical commissioning group established under section 14D of the National Health Service Act 2006;	Buckinghamshire Clinical Commissioning Group
(ka)	the National Health Service Commissioning Board;	NHS England
(ii)	a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	National Grid
(ii)	a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	Cadent
(ii)	a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	Scottish and Southern Electric
(iii)	a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989;	UK Power Networks
(iv)	a sewerage undertaker; and (v)a water undertaker;	Thames Water - Developer Services
(v)	a sewerage undertaker; and (v)a water undertaker;	Affinity Water
(m)	*voluntary bodies some or all of whose activities benefit all	Penn & Tylers Green Residents Society
(n)	or any part of the neighbourhood area;	Winchmore Hill Residents Society
(o)	*bodies which represent the interests of different racial,	Penn Street Village Hall
(p)	ethnic or national groups in the neighbourhood area;	Knotty Green Cricket Club
(q)	*bodies which represent the interests of different religious groups in the neighbourhood area;	Penn Street Cricket Club
	*bodies which represent the interests of persons carrying on business in the neighbourhood area; and	Seeleys House
		Bury Lodge
		Alde House

	bodies which represent the interests of disabled persons in the neighbourhood area.	Holy Trinity Penn Street Holy Trinity, Penn Methodist Church, Penn
	Businesses, Land owners and their representatives	Penn House Estate Gravelly Way Stables

Bodies included as either delivered leaflets or have electronic contact \*



# Appendix A: Designated Neighbourhood Area



**Penn Designated Neighbourhood Area**

## **PPNP Neighbourhood Plan Steering Group Terms of Reference**

### **1. Purpose**

To oversee and co-ordinate the production of a Neighbourhood Plan (NP) covering the entire [AREA], the “designated neighbourhood area”, working with members of the community and the Penn Parish Council (PPC) to achieve this aim.

The NP will define the planning policy priorities identified by the community taking into account all representations made during the plan-making process. The NP will include and be supported by evidence and have an appropriate delivery plan setting out, where relevant, the means by which the policy priorities may be implemented.

The Steering Group will be ~~[EITHER a sub-committee of the Parish Council, ultimately governed by its rules OR an independent group comprising [Penn PARISH] Councillors and local residents/businesses]~~, and will be able to use such resources provided by PPC as may be available.

### **2. Principles**

The Steering Group will:

- a) Undertake the process in a democratic and transparent fashion.
- b) Give and encourage those who live in the area the opportunity to inform and shape the process.
- c) Make the creation of the NP a positive, constructive and forward-looking process.
- d) Aim, through the NP, to improve quality of local life and strengthen the community.

### **3. Tasks and Activities**

The Steering Group will:

- a) Regularly report to PPC’s Planning Committee, ensuring that it is informed throughout the process, and to refer appropriate issues to it as applicable and in a timely manner.
- b) Mutually agree key decisions with PPC, ensuring there is a minimum of delay in that process.
- c) Prepare a project plan, in association with appointed Consultants, that sets out how the NP will be progressed through to its submission, to include a fee budget and timeframe.
- d) Publicise the intention to produce a NP, to inform and engage the community, and promote all subsequent activities and progress.
- e) Meet regularly to agree actions and discuss issues that arise.
- f) Establish and understand the needs of residents and what are their long-term aspirations.
- g) Decide upon and, if required, set up Task Teams to assist with specific areas of the NP.
- h) Liaise with residents, partners and stakeholders throughout the development of the NP.
- i) Consult as widely and thoroughly as possible to ensure that the draft and final NP is representative of the views of residents.
- j) Produce minutes from its meetings and to quickly circulate them to the PPC and to all Steering Group members (and others as agreed to be appropriate).
- k) Set up a mechanism to inform interested residents of progress e.g. monthly updates by email, website, and physically on Notice Boards and by leaflet as appropriate. Encourage residents to sign up to these.
- l) Agree financial arrangements and budget with PPC.

### **4. Reporting and Communication**

- a) The Steering Group has delegated authority from Penn Parish Council to deliver its plan-making functions up to and including publication of the Submission Neighbourhood Plan. However, the final decision to publish the Pre-Submission and Submission versions of the NP will remain with PPC, which may request that the documents are amended before publication.



- b) The plan-making process will be under the auspices of PPC as the Qualifying Body defined by the Neighbourhood Planning (General) Regulations 2012 (as amended). All publications, consultation and community engagement exercises will be undertaken on behalf of PPC and will make it clear in all communications that it is the Qualifying Body.

## **5. Membership and responsible persons**

- a) There will be a maximum of [20] members of the Steering Group, to include the Chair of Penn Parish Council (or nominee), [7] Councillors of Penn Parish Council and the balance being representatives from residents and relevant organisations in the Neighbourhood Area.
- b) Members must reside in the Neighbourhood Area or be a democratically elected Parish Councillors for the Area. A person living outside the Area but running an established local business may be invited to join, subject to there being no conflict of interest.
- c) The Steering Group should seek to secure a total membership that reflects the profile of the Area in terms of age, gender and ethnicity, and the geography of the Area in terms of having representation from across that Area.
- d) The Steering Group shall be quorate when half or more of the members are in attendance and decisions can be made by simple majority, the Steering Group Chair to have a casting vote if required.
- e) Interim decisions can be made by members via email/telephone communications and reported at the subsequent meeting.
- f) If Task Teams are formed then each will be chaired by a member of the Steering Group, who will be responsible for reporting the progress of the Task Team to the Steering Group and for raising any matters of interest.
- g) The Steering Group may elect a 'Lead Team' of 3 of its members to represent it at meetings with other parties. The Steering Group may provide the Lead Team with a mandate for such meetings and the Lead Team will be responsible for reporting back to the Steering Group on all its meetings. The Lead Team may only make decisions on matters on which it has been given a mandate by the Steering Group.
- h) The Steering Group will elect a Chairman at the first meeting after the adoption by PPC of the Terms of Reference and will define how the secretariat and administration roles will be carried out. The role of the Chairman will be to oversee and chair meetings, to agree meeting agendas and to ensure actions are followed up as necessary. The Chairman will ensure that all Steering Group members' interests are registered and any conflict of interest recognised and noted.
- i) People who wish to be involved in the NP but do not wish to become Steering Group members may be invited to join a Task Team appropriate to their expertise and/or interest.
- j) [LPA] officers or councillors, as well as other agencies appointed by PPC to support the process may be invited to attend meetings and contribute, under the direction of the Chairman, to the discussions as appropriate, but cannot be voting members.

## **6. Roles within the Steering Group**

- a) The Steering Group shall elect a Chairman and Secretary. If the Chairman is unable to attend a meeting then a temporary Chair (selected from the Steering Group members only) will be elected for that meeting. When required, the Steering Group shall appoint Vice Chair(s).
- b) The Secretary will take notes/minutes from the meeting so recording main decisions and action points and make these available to the public as appropriate. Minutes of each meeting of the Steering Group to be forwarded to the Parish Clerk for inclusion in the next NP/Planning Committee meeting pack.

## **7. Steering Group Meeting Arrangements**



- a) The Steering Group shall meet [monthly]. When necessary, additional meetings and/or alternative dates may be organised.
- b) EITHER The public are welcome to attend Steering Group meetings and to speak at the Chairman's discretion; ~~OR The Steering Group meetings will be closed to the public but~~ all its reports to PPC will be published.
- c) From time to time other stakeholders or interested parties may be invited to attend a specific Steering Group meeting to give a presentation and/or discuss their interest in the proposed NP.
- d) A list of Steering Group members and contact details shall be maintained.
- e) Details of, and any changes to, the Steering Group membership will be notified to PPC.
- f) Details of all meetings to be circulated to all Steering Group members and PPC Councillors at least three days before the meeting unless otherwise agreed by the Chairman.

**8. Finance**

- a) The Steering Group will not hold its own funds but may manage the budget allocated to the NP by PPC. All expenditure incurred on the project will be invoiced to PPC in accordance with the terms and conditions of the appointment.
- b) If the Steering Group considers that additional expenditure is necessary, then it make a recommendation to PPC for its prior approval.

**9. Changes to the Terms of Reference**

Amendments to the terms of reference may be proposed at a Steering Group meeting and agreed by the majority of its members. Proposed amendments must be presented to XXX for prior approval.

**SIGNED FOR PPC**

**SIGNED FOR STEERING GROUP**

Clerk to the Council

Gerry Westmacott

[16/5/22]

# Appendix C

## **Penn Neighbourhood Plan Vision and Objectives**

### **Vision:**

To protect and enhance the character and identity of Penn Parish communities ensuring any development opportunities are sustainable and appropriate to the scale and nature of our Parish, and respects its historic, agricultural, and rural character.

### **1 – Environment Objective**

To protect and enhance the bio-diversity of our green spaces, local wildlife habitats and the unique landscape setting of our Parish in the Chilterns, working towards net zero carbon.

### **2 – Housing Objective**

To protect the existing AONB and Green Belt in Penn Parish and ensure any future housing responds to local needs, is of a high standard of design, and complements the Parish in terms of type, mix, scale, and character.

### **3 – Design and Heritage Objective**

To identify, protect and enhance our heritage assets and public spaces ensuring future development is innovative, attractive and sympathetic to the existing character of the Parish.

### **4 – Business and Economic Activity Objective**

To sustain and develop our thriving community and commercial activities and services in the Parish, embracing changes in work patterns such as working from home.

### **5 – Leisure and Recreation Objective**

To maintain and develop our leisure and recreation opportunities for residents of all ages, encouraging provision of open space and children’s play facilities, and protecting our existing assets such as the school, village hall and other community buildings and spaces used for community events.

### **6 – Transport Objective**

To promote safe public streets and spaces; reduce traffic through more accessible and sustainable transport links (including footpaths and cycle routes); and ensure appropriate traffic calming and parking solutions that are sensitive to our Parish’s unique character.

## Appendix D

### Penn Parish Council: Initial Survey Questions with Answers below

14 January 2022

Total emails provided 627

556 opened (88.7%), 30 unopened (4.8%), 26 bounced (4.1%), 15 opted out (2.4%).

Resent x2 to all 155 no response. Some still never went. Some emails repeats so not resent. Checked participants emails and varied if writing difficult or possibility likely. 3 people changed email or completed on hard copy to successfully complete.

All hard copies received manually added so included in survey on line data

### Surveys completed 458

**All results relate to surveys completed only. Total number of houses in Penn parish is about 1680 giving a response per dwelling of 28%**

#### Q1

Location	% of completed survey emails collected in locations	Actual numbers of responses	Numbers of houses in location (not survey data)	Response rate per house/dwelling
KG	49.34%	226	837	27%
Penn	22.27%	102	350	29%
Winchmore Hill	14.4%	66	258	26%
FG	6.11%	28	86	27%
Penn street	5.02%	23	97	29%
Other	2.84%	13		

#### Q2 Postcodes not checked .

‘Other’ (13 participants) found to be on edge of boundaries so accepted.

#### Q3

Years in Penn parish			
0-5	18.38%	84	
6-10	14.66%	67	
11-15	14.66%	67	
16-20	8.53%	39	
20+	43.76%	200	

Action – What is the demographic in the area? Is the sample biased to elderly? Does it vary by location?

**Q4 Difficult to interpret.**

Implied largest number of residents in Penn are between 60-74years old.

Action demographics?

**Q5 A large majority of survey takers have no children living at home.**

**Q6 The majority of people think the characteristics of importance in Penn parish are –**

Rural environment, green open spaces around and within communities and easy walking access to the countryside.

**Q7 What they value is**

A safe environment, rural atmosphere, near to cycling and walking routes , villages of character and heritage and village feel and being part of a community. Good schools also important.

**Q8 90% anticipated they would remain** in Penn parish for the next 5years and more.

**Q9 Those leaving** were mainly related to age and death or to be closer to family or friends.

Others said they might leave if over development continued and traffic got worse. Availability of suitable houses also an issue.

**Q10 Things people dislike** are Traffic (70 % - 263) Parking ( 45% - 168) Facilities (32% - 121 )

**Q11**

Houses	percentage	
A lot more	2%	8
A few more	21%	95
About right	60%	271
Too many	17%	76

**Q12 Types of housing required:-**

- 70%(292 people) wanted Sustainable
- 60% (258) wanted Private low cost, starter affordable homes
- 59% (256) wanted small houses
- 50% (209) wanted bungalows or ground floor

**Q13**

How many in 20 years	% of those responding	Total numbers of those responding
0-50	45	194
51-100	32	139
101-200	15	66
201+	8	35

**Q14 Where should development occur?** 309 response and comments

- 124 say brownfield sites
- 48 said infill including replacing one large with many small and increasing site density by back garden in filling
- 41+ said not on Green Belt
- 23 wanted around existing villages on the edges.
- About 10 suggested dotting extra numbers around all the villages in small numbers. Not one site.
- 17 said near facilities,
- 11 said near main roads and where good infrastructure

**Q15 Areas needing protection** 272 responded

- Woodlands 50 people
- 83 people felt commons, green spaces especially between and within villages important to maintain rural feel, preserve wildlife, better quality of life from air to healthy exercise potential.
- Recreation areas 11 and allotments 9
- 62 specifically wanted Green Belt maintained
- 31 wanted heritage and characterful historic buildings preserved. 10 wanted churches specifically.
- 11 wanted the small village feel maintained.

**Q16 What type of housing** 430 responded

- 74% sustainable eco friendly
- 72% with off-street parking
- 60% local material used
- 41% small and 41% period housing.

**Q17 Business and Economic activity** 450 answered

- 86% don't work (388)
- 14% do work (62)

**Q18** 295 responded

Where working		
From Home	42%	124
From Premises in parish	4%	12
Commute out	30%	88

71 comments

- 38 of 71 said they were retired
- 6 said question didn't apply possibly retired?
- 24 commuted some days or during week (1) and then worked from home\*

\*Survey was undertaken during the Covid pandemic which likely impacted these figures

**Q19 Travel to work** 238 responded

Mode	%/mode	People numbers/mode
Walk	6%	14
Cycle	6%	14
Train Beaconsfield	37%	88
Underground Amersham	13%	30
Train Wycombe	2%	4
Public Bus	2%	5
Private car	56%	133
Shared Car	2%	5

Comments

- 20 not working
- 2 go by van
- 1 motorcycle
- 1 drive to West Ruislip Tube
- 1 Hillingdon Tube
- 1 Hanger Lane Tube

Many N/A

**Q20 How often do you travel** (186 responses)

Number of days travelling		
Daily	14%	26
2-3 days/week	66%	122
4 days /week	11%	21
During rush hour	19%	35
Out of rush hour	21%	39

40 comments

- 8 commute 1 day/week
- 5 PRN
- 5 changed due to covid
- 2 variables

**Q21 Business help for workers in Parish** 64 answered

- 20 wanted better/faster/reliable broadband and wifi
- 11 wanted better mobile signals
- 3 wanted shared hub/facilities/ IT hub help
- 3 meeting/networking places eg café

**Q22 Communication** 444 responses

- Phone Lines 69% good-excellent
- Broad band 44% good-excellent
- Mobile 27% good-excellent

**Q23 What want to preserve in parish?** 453 responded

	% of responders	Numbers of responders
Buildings of Characters	73%	330
Woodlands	95%	432



Green spaces	95%	431
Street appearances	60%	270
Ponds	70%	315

Comments 34 people

Very mixed

- Note mentioned reduce light pollution
- Hedgerows important and tree planting along verge.
- Footpath and bridleway maintenance

**Q24 Litter a problem** Yes 46% No 54%

**Q25 Dog fouling a problem** Yes 46% No 54%

**Q26 Safe from crime in own home** Yes 96% No 4%

**Q27 Safe from attack in area** Yes 91% No 9%

**Q28 Changes to transport**

435 Responded

- 67% wanted speed of traffic changed
- 52% verge and highway maintenance changed
- 34% parking in the parish needs changing
- 33% Footpaths and 33% bus services to change
- Comments
- Bespoke cycle paths create a good network
- Stop cyclists churning up footpaths. Better maintenance of footpaths and bridleways.
- Hedges maintenance more esp. down Penn rd - Alfriston to Knottocks Drive
- Traffic too fast Penn Street, Penn road and Hazelmere Road.
- Drainage a big issue and constant HS2 and heavy lorries break up surface which is then poorly patched. Make developers and HS2 pay for repairs.
- Signage dirty and overgrown. Sometimes unclear esp. ref footpaths
- Bus service in whole area in WH stopping between Amersham and WH and Bfield and Penn and Wycombe link Reliable regular, minibus types add some in evening. Sign posted with electronic bus stop note of when coming. Link with other transport
- Verge maintenance allow areas away from junctions to grow but at junctions cut for visibility
- Parking terrible at junctions, around schools, on verges. Dog walkers and school drop off. Enforce, provide more parking areas, use designs eg one way to increase flow and bollards and chicanes to reduce speed.
- HGVs restrict from certain roads unless permit allows. eg Pauls Hill and in WH.

**Q29 How do you find out what is going on** - 451 respondents

Communication		
Local Mags	74%	333
Bucks Free Press	23%	104
Local websites	32%	143

Word of mouth	70%	315
Social media	43%	193
Notice boards	27%	122
Other	6%	29

People learn most from word of mouth and Local magazines.

Just over half use social media.

29 comments

Very varied communications Most popular apart from mentioned above. Neighbours, community groups and local newsletters eg Village voice.

Idea - Possible Penn Parish News?? Publication monthly with info what's on, Council news, Topic eg verges which wilding? Road maintenance issues? Footpaths? Which need help interactive via website as well? Include planning applications.

**Q30 Most important in localities** - Important and Highly important for more than 60% responding

Local shop, Local pub, footpaths and bridleways, Local clubs and societies, local sports facilities, playing fields and areas.

**Q31 What extra facilities would you like** (158 responses)

- Cycle paths bespoke to area - 23
- Swimming pool - 25
- Local small shop/ pop up/ café near playground - 28
  
- Better Park equipment and more inclusive for teens - 15
- Indoor facilities esp sport/cinema/event/youth club - 10 +15 +teens- 6
- better bus - 6
- Local info website - 2

**Q32 Attending local events in the last 5 years Yes 64% No 36%**

**Q33 What changes would you like over the next 20 years**

Most popular of those suggested 390 responses

- More sustainable ways of travelling, living and housing 58%
- More opportunities for the elderly to keep in contact 45%
- More parks and green spaces 45%
- More shops 45%
  
- Better play areas 27%
- Car share community transport 27%
- More sporting facilities 25%

Comments 90 of 392 Most popular

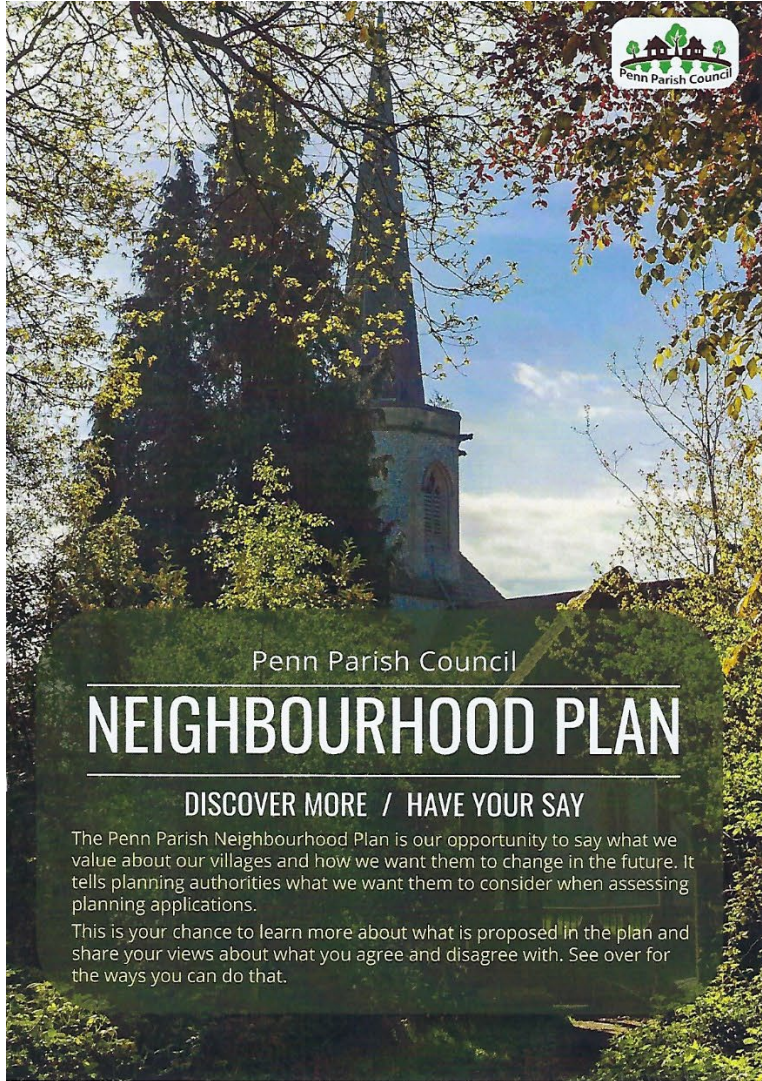
- Cycle routes separate from footpaths
- Improve footpaths
- Maintain rural feel
- Set a design enforceable for development including developer road repair, maintaining character whilst using up to date material. Affordable sustainable, and smaller. Planning notified on website.
- Community facility/meeting place eg shop/café locally sourced green, local delivery to elderly, including recycling or repairs?
- Reduce amount and speed of traffic, Improving Road repairs, with tree planting, maintained verges.

## **Appendix E Reg 14 Communications: Website and Leaflet**

Penn Parish created a special bespoke marketing website to promote its Neighbourhood Plan, including easy to read summaries of all its policies.

The website can be found at [www.PPNP.online](http://www.PPNP.online)

A leaflet delivered at Reg 14 stage to every home in the parish is reproduced here. The leaflet advertised the website and the face to face drop in events in each village.



Penn Parish Council

# NEIGHBOURHOOD PLAN

## DISCOVER MORE / HAVE YOUR SAY

The Penn Parish Neighbourhood Plan is our opportunity to say what we value about our villages and how we want them to change in the future. It tells planning authorities what we want them to consider when assessing planning applications.

This is your chance to learn more about what is proposed in the plan and share your views about what you agree and disagree with. See over for the ways you can do that.





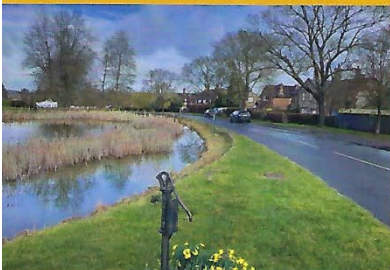
Penn Parish Council

# NEIGHBOURHOOD PLAN

DISCOVER MORE / HAVE YOUR SAY

Before the Penn Parish Neighbourhood Plan is finalised it is important that people living in the Parish have an opportunity to comment on the plan.

You can find a summary of the plan and links to the full documents at [www.PPNP.online](http://www.PPNP.online). Or just scan this code.



You can comment on the plan by completing the short survey on the website.

Alternatively you can send comments to the Parish Council via [info@pennparish.org.uk](mailto:info@pennparish.org.uk) or to:

Parish Council Office, Penn Church Hall,  
Penn Road, Penn, HP10 8NY

Deadline for comments is July 14th

**COME TO AN EVENT**

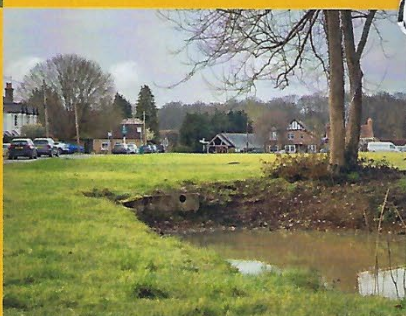
Councillors will be at these local events to meet residents and discuss the Neighbourhood Plan:

**Penn** Sun 11 June, Open Gardens 1.30pm - 3.30 pm  
Tylers Green Village Hall

**Winchmore Hill** Sat 17 June, Open Gardens 12.00 - 3.00 pm  
Common or Memorial Hall

**Knotty Green/Forty Green** Sun 18 June 10.00am - 12.00pm,  
Knotty Green Cricket Club

**Penn Street** Saturday 24th June, 1.00 pm - 3.00 pm  
outside the Penn St Village Hall





## Appendix F

### Penn Neighbourhood Plan July 2023 Survey Monkey Results Overall summary

There were 15 respondents to all questions except the last one which was the final comments question.

#### Summary table (by policy/question order)

Policy/Question	Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree	Weighted average
Policy 1 (Q2)	0	0	0	4	11	4.73
Policy 2 (Q3)	1	0	0	4	10	4.47
Policy 3 first part (Q4)	0	0	3	6	6	4.20
Policy 3 second part (Q5)	0	0	0	3	12	4.80
Policy 4 (Q6)	0	1	2	5	7	4.20
Policy 5 (Q7)	0	0	0	5	10	4.67
Policy 6 first part (Q8)	0	0	0	2	13	4.87
Policy 6 second part (Q9)	0	0	0	1	14	4.93
Policy 7 (Q10)	0	1	1	6	7	4.27
Policy 8 (Q11)	0	1	1	2	11	4.53
Policy 9 (Q12)	0	0	1	4	10	4.60

Table with reminder of what the policy topics are.

Policy 1 (Q2)	Design quality and design code
Policy 2 (Q3)	Historic character
Policy 3 first part (Q4)	Higher energy standards
Policy 3 second part (Q5)	Tree planting and space for nature
Policy 4 (Q6)	More smaller dwellings
Policy 5 (Q7)	Nature recovery network
Policy 6 first part (Q8)	Local green spaces
Policy 6 second part (Q9)	Local amenity spaces
Policy 7 (Q10)	Business
Policy 8 (Q11)	Pubs and community facilities
Policy 9 (Q12)	Sustainable travel network.

#### Summary table by overall ranking of the weighted average

(please note the weighted average is provided by survey monkey)

Policy/Question	Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree	Weighted average
Policy 6 second part (Q9)	0	0	0	1	14	4.93
Policy 6 first part (Q8)	0	0	0	2	13	4.87
Policy 3 second part (Q5)	0	0	0	3	12	4.80
Policy 1 (Q2)	0	0	0	4	11	4.73
Policy 5 (Q7)	0	0	0	5	10	4.67
Policy 9 (Q12)	0	0	1	4	10	4.60
Policy 8 (Q11)	0	1	1	2	11	4.53
Policy 2 (Q3)	1	0	0	4	10	4.47
Policy 7 (Q10)	0	1	1	6	7	4.27
Policy 3 first part (Q4)	0	0	3	6	6	4.20
Policy 4 (Q6)	0	1	2	5	7	4.20

Table with reminder of what the policy topics are, in the same ranked order as table above.

Policy 6 second part (Q9)	Local amenity spaces
Policy 6 first part (Q8)	Local green spaces
Policy 3 second part (Q5)	Tree planting and space for nature
Policy 1 (Q2)	Design quality and design code
Policy 5 (Q7)	Nature recovery network
Policy 9 (Q12)	Sustainable travel network.
Policy 8 (Q11)	Pubs and community facilities
Policy 2 (Q3)	Historic character
Policy 7 (Q10)	Business
Policy 3 first part (Q4)	Higher energy standards
Policy 4 (Q6)	More smaller dwellings

## Post codes

HP7	0PL
HP7	0NR
HP9	2TX
HP9	2TX
HP9	1JR
HP9	1XL
HP9	1HE
HP9	1jt
HP9	1XT
HP9	1XT
HP9	2BG
HP10	8NH
HP10	8NX
SL7	2BB

## Comments on Q2, Policy 1

R = respondent. Some respondent's cross refer their responses.

R3

Rigid interpretation of design codes can often be a hindrance, and destroy their stated objective. There were no design codes when beautiful villages grew organically in the past, leading to such areas as Old Amersham, now a conservation area, even though breaking the rules applied in planning today. Design codes should be a last trench, to protect against harm from inappropriate developments. Generally planners are no arbiters of good design. Humanity and wit are thrown out, and dull safe uniformity enforced.

R5

We would prefer to see the words 'respond to' replaced by 'respect' as this implies compliance rather than offering a get out clause.

R10

Response above is 'Agree' (I'm completing this on a mobile and it marks all responses from strongly disagree to agree!)

R12

I feel the Design code should be followed in order to hold the village character that is so often dismissed.

R15

We need to maintain the character of the Village.

Comments on Q3, Policy 2

R = respondent. Some respondent's cross refer their responses.

R5

Good use of the word 'respect'. Refer to our comments in Q2.

R10

As before - 'Agree'

R15

We have an amazing historical heritage to keep!

Comments on Q4, Policy 3, first part

R = respondent. Some respondent's cross refer their responses.

R10

As before - 'Agree'

R12

Yes agree with high energy standards, however many solar panels can look out of keeping to the area.

R15

We need to embrace clean energy agenda - new builds for sure but also support old building convert to better sustainable energy!

Comments on Q5, Policy 3 second part

R = respondent. Some respondent's cross refer their responses.

R5

Additional good reasons for tree planting include de-intensifying housing developments and softening the landscape. However due consideration must be given to eventual size of trees to ensure they do not become a problem for dwellers.

R10

Strongly agree

R15

We have historically important woodland to be managed and maintained.. it should be a high priority in my opinion .



## Comments on Q6, Policy 4

R = respondent. Some respondent's cross refer their responses.

R5

Affordable housing is essential as long as it complies with Policies 1 and 2

R7

Agreed, but I don't see any comments as to how locations for more smaller or affordable houses can be found.

R10

Strongly agree

R12

This would enable downsizes staying in the area.

R15

Difficult one .. so many flats being built, on prime land ... it's a dilemma but we do need some smaller dwellings but not an excessive amount.

Comments on Q7, Policy 5

R = respondent. Some respondent's cross refer their responses.

R10

Strongly agree

R15

We must protect the woodlands and green areas that make a large impact on health outcomes.

Comments on Q8, Policy 6 first part

R = respondent. Some respondent's cross refer their responses.

R5

As long as Green Belt building criteria are respected, otherwise a more stringent building constraint is required to protect our open spaces.

R10

Strongly agree

R15

Absolutely please make this a high priority!

Comments on Q9, Policy 6 second part

R = respondent. Some respondent's cross refer their responses.

R5

As per our comments to Q8, these terms are only of value if the policy regarding their use is respected.

R10

Strongly agree

R15

Absolutely it's imperative..

## Comments on Q10, Policy 7

R = respondent. Some respondent's cross refer their responses.

R3

If an incongruous business can be relocated to release land for sensitive housing, then that should be encouraged.

R5

Our key reason for strong agreement is that this policy offers protection to the small businesses which provide local amenities ie village shops, pubs, butchers, pharmacies etc.

R10

Neither agree nor disagree

R15

I can see this but if it's not working financially then a case could be made to convert site from business to residential use.

## Comments on Q11, Policy 8

R = respondent. Some respondent's cross refer their responses.

R3

If it is no longer needed, because of changing habits, e.g. drinking at home, then let an alternative suitable use be found.

R5

Same comment as above.

R6

The Lion in Knotty Green is a prime example the previous owners tried to change its use thankfully now it is a thriving local pub.

R10

Strongly agree

R15

Again keeping PH can keep a community together however if not financially viable Then changing use of site and development on brownfield site could be considered.. but best option is to keep PH where possible.

## Comments on Q12, Policy 9

R = respondent. Some respondent's cross refer their responses.

R5

Developments must take into consideration the local nature and setting, ensuring resultant increase in traffic levels does not create parking issues, blockages and rat runs etc.

R10

Strongly agree

R15

Yes .. better bus routes so for eg from Penn to Beaconsfield.. and gove over 60 travel pass as Hillingdon do.



## Overall comments (Q13)

R = respondent. Some respondent's cross-refer their responses.

R3

My interest is in Winchmore Hill and Penn Street. These grew up with a piecemeal approach, and that is what gives them their charm. It would be wrong to identify sites to impose estates of houses (particularly if cookie-cutter) on such villages.

R5

This is a fantastic initiative which if implemented and respected will continue to ensure that our parish is a pleasant place in which to live and work. Many thanks to all those who have put so much time and effort into its creation.

R6

Seems great - think speed bumps should be introduced by childrens playground- forty green rd being an example cars drive above the speed limit and it is quite a busy cut through rd

R7

Very thorough and informative. Well done. I wonder if there should be some thought given to what might be done to encourage future good development. Maybe that becomes too controversial!

R11

I will submit these by email

R12

A lot of work has gone into this document. As a resident of Winchmore Hill I would like to record a history of the development of the village from 1900. I have a map of 1920's that shows many of the houses now present missing. I know our property was built in 1938. Is there a record of the development? Thank you ...val\_dell@hotmail.com

R14

It is a great piece of work. THANK YOU

## Appendix G – Summary of Regulation 14 representations by email and letter

1. Whichert's Close Wood : letter: IQ Planning Consultants on behalf of their client, querying the inclusion of the Whichert's Close Wood as Local Area Green Space.  
Conclusion: Site retained as LAGS
2. Manor House, Penn: Email: Parishioner query, including Manor House, Church Road, Penn as a having historical significance.  
Conclusion: house removed from list of items of historic significance.
3. Whitegates, Penn: Letter: Parishioner query, including Whitegates, Penn as a having historical significance.  
Conclusion: house removed from list of items of historic significance.
4. Rayner's Cottage, Penn: Email: Parishioner query, including Rayner's Cottage, Penn as a having historical significance. Conclusion: house removed from list of items of historic significance.
5. Laurel Lodge, Penn Street. Letter: Parishioner query, including Laurel Lodge, Penn as a having historical significance. Conclusion: house removed from list of items of historic significance.
6. Countrywide Pianos, Penn: Email: Parishioner query, including business as a commercial asset. Conclusion: business removed from list of commercial assets.
7. Royal Standard of England: Letter: Parishioner querying including of public house as a commercial asset and community facility. Conclusion: business retained on both lists.
8. Penn Barn, Penn: Letter in support of NP. Conclusion business owner happy to remain as a heritage and commercial asset.
9. Hatchits, Penn: Email: parishioner satisfied to be listed as a heritage asset.
10. Penn Street Village Hall: Email in support of NP.  
Conclusion: Parishioner satisfied to be listed as a community asset.
11. Gravelly Way Livery Stables: Telephone call, Email and letter: Parishioner query, inclusion as a commercial asset. Trading has ceased. Conclusion: business removed from list of commercial assets.
12. Historic England: Comment letter
13. Thames Water: Comment Letter
14. Buckinghamshire Council: Comment Letter
15. Natural England: Comment Letter
16. Penn House Estate: Face to face consultation
17. Woodland Trust: Zoom consultation.