



**Westbury Parish Council**

# **Consultation**

# **Statement**

**Westbury Neighbourhood Plan 2023 – 2040**

**Prepared by: Westbury Parish Council Neighbourhood Plan Steering Committee**

## Table of Contents

1.	Introduction.....	2
1.1.	Purpose .....	2
1.2.	Background information to the Consultation on the Neighbourhood Plan .....	2
1.3.	Structure of Statement.....	3
2.	Production of the Neighbourhood Plan .....	4
2.1.	Objective & Approach .....	4
2.2.	Timeline Summary.....	4
3.	Summary of main issues and concerns raised during the Consultation.....	10
3.1.	Feedback Summary .....	10
3.2.	Non-policy Specific .....	10
3.3.	Policy W1: Settlement Boundary.....	11
3.4.	Policy W2: Housing Mix .....	11
3.5.	Policy W3: Design Code .....	11
3.6.	Policy W4: Passivhaus.....	12
3.7.	Policy W5: Local Heritage Assets.....	12
3.8.	Policy W6: Important Views .....	12
3.9.	Policy W7: Local Green Space .....	13
3.10.	Policy W8: Green Infrastructure.....	13
3.11.	Policy W9: Active Travel .....	13
3.12.	Policy W10: Community Facilities .....	13
4.	Conclusion .....	14
	Appendix 1: Terms of reference for the Steering Group.....	15
	Appendix 2: Statutory and non-statutory consultees including stakeholders, local businesses and organisations:.....	17
	Appendix 3: Regulation 14 Analysis: Statutory Bodies .....	18
	Appendix 4: Community Engagement Communications.....	25
	Appendix 5: Community Engagement Survey (March 2023).....	41

## 1. Introduction

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

- a) contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
- b) explains how they were consulted;
- c) summarises the main issues and concerns raised by the persons consulted;
- d) describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.

### 1.1. Purpose

This Consultation Statement has been prepared to accompany the Westbury Neighbourhood Plan when it is put forward to Buckinghamshire Council for approval to progress to the examination stage. It is a summary of the consultation process undertaken to engage the community of people living and working, or having businesses or landed interests, in the parish of Westbury to develop the Westbury Neighbourhood Plan.

The Westbury Neighbourhood Plan (to cover the period to 2040) was prepared with local people in the Parish by the Westbury Neighbourhood Plan Steering Group, in association with Westbury Parish Council and with expert advice, guidance and support from [ONeil Homer](#). [AECOM](#) were also engaged to support the creation of a design code and to undertake the strategic environmental assessment.

The process that was followed was intended to foster a high level of community engagement and feedback. This was achieved using a variety of communication and engagement methods including public meetings, a community engagement, electronic communications via the various email, social media and online channels used by the village community and the parish council. Finally, there has been a neighbourhood plan item on the agenda at every meeting of Westbury Parish Council, where the chair of the Neighbourhood Plan Steering Group gives an update and councillors and parishioners can comment and make enquiries.

### 1.2. Background information to the Consultation on the Neighbourhood Plan

This journey began in November 2018 when the parish council resolved to develop a neighbourhood plan for the parish of Westbury and a steering group was set up.

In August 2019, AVDC [confirmed the designation of the Neighbourhood Area as the entire parish of Westbury](#).

The Plan was put on hold in March 2020 due to Covid-19 pandemic and lack of support but restarted with a resident-led steering group in June 2022.

On 4th March 2023, the steering group presented and discussed information with parishioners at a village breakfast. For anyone unable to attend, the information and a survey was available on the parish council website and was promoted to our c.200 members on the mailing list.

The Steering Group presented the final draft of the pre-submission neighbourhood plan to the Parish Council at their June meeting 2023, where it was approved to commence the Regulation 14 consultation.

The Regulation 14 consultation was conducted online over eight weeks from 22nd June to 15th August 2023 (see Appendix 2: Statutory and non-statutory consultees). Consultees were contacted directly by the Parish Clerk via email. Each consultee was provided with instructions as to how to access the documents, the response process and the duration of the consultation period.

The draft Neighbourhood Plan included a Strategic Environmental Assessment report, design guidance and codes, housing data and policy maps which were published on the Westbury Village website.

### 1.3. Structure of Statement

This statement has been created in four sections:

- 1) An introduction to the consultation process and an outline of the high-level engagement activities as well as key milestone dates.
- 2) A detailed overview of the activities undertaken to ensure that the Westbury Neighbourhood Plan was developed in an inclusive manner resulting in a plan that confidently and unambiguously represents the majority view from the Westbury Village community.
- 3) A summary of the feedback received during the Regulation 14 consultation process and how this feedback was considered, and, where relevant, addressed in the presented Westbury Neighbourhood Plan.
- 4) A short conclusion linking the consultation process, feedback received and the development of the Westbury Neighbourhood Plan.

## 2. Production of the Neighbourhood Plan

### 2.1. Objective & Approach

The objective of the Westbury Neighbourhood Plan consultation process were:

- To involve as much of the community as possible throughout all consultation stages of Plan development so that the Plan was informed by the views of local people and other stakeholders from the start of the Neighbourhood Planning process;
- To ensure that consultation events took place at critical points in the process where decisions needed to be taken;
- To engage with as wide a range of people as possible, using a variety of approaches and communication and consultation techniques; and
- To ensure that results of consultation were shared with local people and available to read (in both hard copy and via the Parish Council's website) as soon as possible after the consultation events.

### 2.2. Timeline Summary

Appendix 4 includes copies of all correspondence referenced in the timeline below.

November 2018	The parish council resolved to develop a neighbourhood plan for the parish of Westbury and a steering group was set up.
January 2019	An email was sent to parishioners seeking volunteers to join and support the steering group.
March 2019	A further invitation seeking volunteers to support the steering group was sent via physical postcards delivered to every household in the village.
May 2019	An application to designate the Neighbourhood Plan Area was submitted and a public consultation period was defined (June 7 <sup>th</sup> 2019 – July 19 <sup>th</sup> 2019).  Notification of this application was communicated to parishioners via email and notices were posted to the village notice boards.
August 2019	AVDC <a href="#">confirmed the designation of the Neighbourhood Area as the entire parish of Westbury.</a>
January 2020	The first call for sites was undertaken. Letters were individually delivered to 50 residents known to have a land interest in Westbury.

	Also in January the Steering Group started planning for an informal community engagement event. This was scheduled for March 29 <sup>th</sup> 2020.
February 2020	Invitations to the community engagement event were distributed (as a physical flyer) to every household in the village in early February. The event was also promoted via email and promoted via social media.
March 2020	Due to the Covid-19 pandemic the engagement event was postponed.
August 2020	The parish council attempted to restart activities to develop a Neighbourhood Plan but the disruption and restrictions due to the pandemic resulted in a lack of active participation and further development of the Neighbourhood Plan was put on hold.
June 2022	<p>During the <a href="#">June 8<sup>th</sup> 2022 Parish Council meeting</a> a land owner with holdings within the village presented a high-level proposal for development on farmland to the West of the village. The subsequent discussion reinvigorated the community interest in completing the development of the Westbury Neighbourhood Plan.</p> <p>By the end of June a new steering committee had been formed and the first steering committee meeting was held on June 29<sup>th</sup>.</p>
August 2022	<p>A second call for sites was undertaken. All those landowners who responded in January 2020 were recontacted to confirm their response was unchanged and those that did not respond initially were contacted.</p> <p>In parallel the steering committee resolved to form working groups, undertook to review &amp; validate the documents created during the 2019/2020 activities and re-engaged with the expert advisors (Oneil Homer).</p>
September 2022	Responses to the call for sites resulted in several of the land designated as 'available' in 2020 now being removed and recorded as 'unavailable'. The land availability map was updated to reflect the latest landowner feedback.
November 2022	Members of the steering group and members of the public met with consultants from AECOM (engaged to develop a Design Code for inclusion within the Neighbourhood Plan). During this meeting the group walked throughout and around the village to support AECOM's research and analysis.
February 2023	Invitations to the community engagement event were distributed (as a physical flyer) to every household in the village in early February. The event was also promoted via email and promoted via social media.

<p>March 2023</p>	<p>The community engagement event was held on March 4<sup>th</sup> within the Westbury Village Hall and was supported by the Community Shop &amp; Café. The event was well attended with excellent feedback provided.</p>  <p>During the event parishioners were invited to review the work prepared by the various working groups – including three potential development scenarios. The event was configured as an open exhibition to allow members of the community to review the materials at their leisure and to engage with the steering committee members for clarification or to provide input. At the event parishioners were invited to complete a survey enabling them to formally express their views, aspirations for the village and any concerns.</p> <p>After the community engagement event the information displayed was shared electronically with the village community. An email notification was shared that included links to these materials and to an online version of the survey.</p> <p>The survey was closed at the end of March.</p> <p>Also in March the chair of the steering committee met with the headmaster and estates manager of Beachborough School.</p>
<p>April 2023</p>	<p>The survey results were consolidated and analysed. The results provided a clear mandate for “Scenario 1 – incremental growth within existing developed footprint”. Beyond the mandate the collated results provided a wealth of input that has been used to shape the Neighbourhood Plan and guide the decisions as to what policies are included in the plan as well as what topics are already well covered with the NPPF and therefore do not require additional policy coverage within the Neighbourhood Plan.</p>

The survey was broken into 4 main sections, each aligned with the Working Groups that presented content at the 4th March event:

- 1) Land Availability
- 2) Housing Mix and Tenure
- 3) Community Facilities
- 4) Design and Environment

There were 37 questions asked in total, some were of a multi-choice style, others invited comments and a free text response. There were 89 completed surveys and 2,133 individual responses to the questions in total.

#### **Land Availability**

The principal findings of the Land Availability related questions very much echoed the views expressed in the 4th March event.

- 62% agreed or strongly agreed with the statement that additional housing would need to be made available in the next 20 years.
- 66% believed that the appropriate number of new housing should be in the order of 0-25 with 17% stating there should be no new housing at all, with only 16.9% believing more than 25 houses would be appropriate.
- 41% thought that any future developments should be in-fill between existing buildings. 20% suggested sites of fewer than 10 dwellings. There wasn't a single response of sites for 20 dwellings or more.
- 64% agreed with the proposed Site Assessment Criteria.
- 67% agreed with Scenario 1 - Limited growth within existing developed footprint
- 10% agreed with Scenario 2 - Growth with affordable housing
- 6% agreed Scenario 3 - Growth with affordable housing and additional community facilities

#### **Housing Mix and Tenure**

These questions were designed to validate some of the data already collected about the housing stock and demographics that are publicly available such as numbers of bedrooms, numbers of occupants and housing type.

- When asked what type of houses would be required in the future, the standout responses were Starter Homes (43), 2-3 Bedroom homes (37), Eco Friendly (34).

#### **Community Facilities**

The frequency of use of the some of the primary facilities the village offers were sought.

	<ul style="list-style-type: none"> <li>• The Community Cafe and Shop - most frequently visited weekly and monthly. Additionally 10 out of the 89 respondents said they visit on a daily basis.</li> <li>• Likewise, the adjacent Village hall was often used in one way or another with weekly or monthly by the majority of respondents.</li> <li>• Conversely, the Village Club, the majority of respondents reported having never used it,</li> <li>• The Church, monthly visits were the most common, followed by never. 5 respondents said they visited at least daily or weekly</li> </ul> <p><b>Design and Environment</b></p> <ul style="list-style-type: none"> <li>• When asked “How important do you feel the rural setting, local environment and landscape is to the quality of life for the residents of Westbury”, 88.4% said very important, with the remaining responses being important. Not a single response for not important.</li> <li>• When asked about preserving the historical past and heritage for the future, again, important and very important took up 96% of the response.</li> </ul> <p>Based on the feedback received through the many engagement forums and processes the steering committee was able to identify a list of policy areas that reflected the majority views of the community. For example:</p> <ul style="list-style-type: none"> <li>• <b>Policy W1: Settlement Boundary</b> was informed by the majority support (66.7% of respondents) for development scenario 1 – incremental growth within existing developed footprint.</li> <li>• <b>Policy W2: Housing Mix</b> is a reflection of strong preference for starter homes (52%) and 2-3 bedroom homes (45%) in any new development to improve the housing mix within the community.</li> <li>• <b>Policy W3: Design Code</b> and <b>Policy W4: Passivhaus</b> were influenced strongly by the suggestions and feedback provided by the community in response to open survey questions regarding design requirements and considerations for any future development in the village (64% provided feedback).</li> <li>• <b>Policy W5: Local Heritage Assets</b> has been created to reflect the overwhelming majority (96%) of respondents wishing to preserve the history and heritage for the future.</li> <li>• <b>Policy W6: Important Views, Policy W7: Local Green Spaces</b> and <b>Policy W8: Green Infrastructure</b> reflect the clear voice of the community that values the rural setting, local environment and landscape to the quality of life for the residents of Westbury.</li> <li>• <b>Policy W9: Active Travel</b> has been created in response to the strong community desire to safeguard the existing and valued public footpath and bridleway network as evidenced in the additional comments from the survey and through various engagement activities.</li> <li>• <b>Policy W10: Community Facilities</b> has been created in response to the compelling evidence of the need for the community facilities (i.e. 88% of respondents use &amp; value the Community Shop &amp; Café).</li> </ul>
--	---

June 2023	The Steering Group presented the final draft of the pre-submission neighbourhood plan to the <a href="#">Parish Council at their June meeting 2023</a> , where it was approved to commence the Regulation 14 consultation.
August 2023	The Regulation 14 consultation was conducted online over eight weeks from 22nd June to 15th August 2023.
September and October 2023	Several stakeholder meetings were held to review and discuss feedback provided during the Regulation 14 consultation. The outcome of these reviews is incorporated in Section 3 of this Consultation Statement.
November 2023	<p>On November 8<sup>th</sup> the Steering Committee met to formally approve the Westbury Neighbourhood Plan and supporting documentation for submission to the Westbury Parish Council for review and consideration.</p> <p>On November 9<sup>th</sup> the final version of the Neighbourhood Plan was distributed to councillors as a pre-read for the upcoming Parish Council meeting.</p> <p>On November 15<sup>th</sup> the Westbury Parish Council formally received the Westbury Neighbourhood Plan from the chair of the steering committee. The Parish Council debated and reviewed the Neighbourhood Plan. The Neighbourhood Plan was unanimously accepted and the Parish Council resolved to submit the plan to the Buckinghamshire Council.</p>

### 3. Summary of main issues and concerns raised during the Consultation

#### 3.1. Feedback Summary

The feedback received throughout the development of the Westbury Neighbourhood Plan has been overwhelmingly positive. The neighbourhood plan that has been produced reflects a clear, strong and coherent vision for the development of Westbury through to 2040.

The Westbury Neighbourhood Plan represents a balanced recognition of the growth of the village over the past 25 years, the village's unique characteristics & limitations and the need to support growth – especially growth that helps rebalance the housing mix with the addition of smaller homes.

When considering growth, the community has prioritised sustainable development within the existing built footprint of the village. Westbury has a unique character which is highly prized by its residents. The neighbourhood plan includes a design code that aims to ensure this character is protected and enhanced.

Please note that a separate summary of the representations received from the statutory bodies has been prepared in-conjunction with Oneil Homer and is included in Appendix 4 and as a separate document within the submission (Westbury NP\_Reg 14 summary report September 2023\_v3).

The table below summarises the feedback received from the non-statutory bodies during the Regulation 14 consultation process.

Policy Area	Representations & Response
3.2. Non-policy Specific	<ul style="list-style-type: none"> <li data-bbox="580 1413 1353 1487">• Some minor labelling corrections and additional clarifying language was suggested. <ul style="list-style-type: none"> <li data-bbox="639 1442 1342 1487">○ These suggestions were welcomed by the steering committee and the final Neighbourhood Plan has been updated to reflect this input.</li> </ul> </li>   <li data-bbox="580 1525 1465 1832">• A handful of respondents provided feedback regarding topics that are outside the intended scope of Neighbourhood Plans. The issues and suggestions raised have been shared with the Parish Council and are being actioned as appropriate. These include: improvements to roads, traffic and parking within the village – issues compounded at peak periods with traffic related to school drop-off, pick-up and events; mitigation to the environmental impact of the HS2 project; transportation to/from medical facilities; initiatives to mitigate loneliness; opportunities for increasing social activities within the village; and creating local opportunities for employment or commercial development. <ul style="list-style-type: none"> <li data-bbox="639 1733 1465 1832">○ The steering committee welcomes this feedback but believes this is beyond the intended scope of the Neighbourhood Planning process. This feedback has been shared with the Parish Council. All parishioners are welcome to attend the Parish Council meetings to understand the actions being taken regarding these important topics.</li> </ul> </li> </ul>

Policy Area	Representations & Response
3.3. Policy W1: Settlement Boundary	<ul style="list-style-type: none"> <li>• A local landowner raised concern that their land had not been included as an available site.               <ul style="list-style-type: none"> <li>○ The land being referenced is outside the currently developed footprint and is outside the settlement boundary described in this policy. At the time of both calls for sites the landowner had submitted planning applications for development of this land. These planning applications have been rejected. This land was not marked as an available site on the maps used at the March 4<sup>th</sup> community engagement event. In hindsight this land should have been marked as having a planning application in-progress. This was widely discussed at the community engagement event however the materials could have made this clear. The steering committee acknowledges that the materials could have been clearer and have apologised for any confusion. The steering committee has determined that there is no requirement to amend the policy.</li> </ul> </li> <li>• Beachborough School represented concerns regarding the scope of the Settlement Boundary. Specifically that the settlement boundary policy should be updated to clarify its intended focus on housing development.               <ul style="list-style-type: none"> <li>○ The steering committee agrees that the intention of the settlement boundary policy is primarily to apply to housing development with an understanding that planning applications for education facilities within the grounds of the Beachborough School may not sit within the settlement boundary. These would be considered on their merit within the planning process. The steering committee have updated the language in policy W1 to better reflect the intent.</li> </ul> </li> </ul>
Policy Area	Representations & Response
3.4. Policy W2: Housing Mix	<ul style="list-style-type: none"> <li>• There was no negative feedback or representations regarding the housing mix policy.</li> </ul>
Policy Area	Representations & Response
3.5. Policy W3: Design Code	<ul style="list-style-type: none"> <li>• One respondent noted that the design code appeared to have not considered the retrofitting of existing properties (particularly regarding sustainability and energy efficiency).               <ul style="list-style-type: none"> <li>○ The steering committee appreciated this observation and have updated the design code to better reflect the intention that the guidelines contained within the code should apply to both new developments and to modification to existing buildings.</li> </ul> </li> <li>• Beachborough School represented concerns regarding the scope of the Design Code. Specifically that the design code does not recognise that new educational buildings may not fit neatly into the criteria within the code and that the code does not distinguish between housing and educational buildings.               <ul style="list-style-type: none"> <li>○ The steering committee believes that the policy represents an appropriate balance of protecting the character of the village whilst allowing for exceptions to be made where an appropriate justification has been presented.</li> <li>○ The steering committee recognises the need to clarify the applicability of specific codes to educational facilities and as such an additional section has been added to the design code.</li> </ul> </li> </ul>

Policy Area	Representations & Response
3.6. Policy W4: Passivhaus	<ul style="list-style-type: none"> <li>• Beachborough School represented concerns regarding the scope of the Passivhaus policy. Specifically that the policy wording was related to housing and did not provide scope for buildings in other uses or reflect the applicability of other, similar or equivalent standards for energy efficiency.               <ul style="list-style-type: none"> <li>○ The steering committee believes that the policy wording does sufficiently accommodate these representations. Specific wording has been included to recognise that equivalent standards exist and that exceptions can be made where sufficient justification exists.</li> </ul> </li> </ul>

Policy Area	Representations & Response
3.7. Policy W5: Local Heritage Assets	<ul style="list-style-type: none"> <li>• Some property owners represented concerns regarding the potential Local Heritage Asset designation and requested to be removed from the list.               <ul style="list-style-type: none"> <li>○ The steering group reviewed each representation and revised the scope of the list to reflect the definition of a Local Heritage Asset more accurately.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Beachborough School represented concerns regarding the scope of the Local Heritage Assets policy. Specifically that the policy does not provide sufficient clarity as to which buildings are included in the Manor House scope and that the language could be read as applying designated heritage asset status to the building.               <ul style="list-style-type: none"> <li>○ The steering group agrees with the representation regarding clarification of the buildings to be considered as the Manor House. In response to this representation the steering committee has agreed a plan diagram with the school which clearly identifies the Manor House. This has now been included in the Neighbourhood Plan.</li> <li>○ The steering group considered the concern regarding the implied designated heritage asset status but has concluded that this is not a concern. Specifically the policy provides language describing when development will not be resisted. The language used within the neighbourhood plan has already been tested within other Neighbourhood Plans and the steering group is confident that this provides the desired protections whilst allowing for the accommodation of future requests where the benefits outweigh the harm or loss.</li> </ul> </li> </ul>

Policy Area	Representations & Response
3.8. Policy W6: Important Views	<ul style="list-style-type: none"> <li>• One respondent raised concerns that the disused railway included in the important views was outside the Parish boundary.               <ul style="list-style-type: none"> <li>○ The steering committee acknowledges that most of the disused railway is outside the Parish boundary but maintain that the view of the railway and the views of the village from the portion of the disused railway within the Parish boundary are important to parishioners. The text has been updated to better reflect this.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• One respondent raised concerns that one of the important views was outside the Parish boundary (Important View "14 – Farmland and the Disused Railway over the River" in the Pre-Submission Plan used for the consultation process).               <ul style="list-style-type: none"> <li>○ The steering committee has carefully reviewed the location of this view and has confirmed that this view is outside the Parish boundary. Whilst it is a beloved view for residents using the active travel network its location outside the Parish boundary means that it has been removed from the final Neighbourhood Plan.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• One respondent raised concerns that the photographs depicting the agricultural amenity ponds were taken from private land without the landowner's consent.               <ul style="list-style-type: none"> <li>○ The steering committee has reviewed this concern but has verified that the photographs were taken from the public road. The original images have been cropped to better illustrate the aesthetic value created by the agricultural amenity ponds in the context of Important View #7. As requested by the landowner the description of Important View #7 has been updated to reinforce that the agricultural amenity ponds are on private land.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Beachborough School represented a point of clarity regarding the description of the Important views policy. Specifically they requested explicit reference that some of the important views were from within the school grounds rather than from a public vantage point.               <ul style="list-style-type: none"> <li>○ The steering committee acknowledges that this is a valuable clarification and the final Neighbourhood Plan has been updated accordingly.</li> </ul> </li> </ul>

Policy Area	Representations & Response
3.9. Policy W7: Local Green Space	<ul style="list-style-type: none"> <li>There was no negative feedback or representations regarding the local green space policy.</li> </ul>

Policy Area	Representations & Response
3.10. Policy W8: Green Infrastructure	<ul style="list-style-type: none"> <li>Beachborough School represented for clarification of the green infrastructure identified within the Green Infrastructure Map. Specifically they requested a correction to the incorrect classification of the former swimming pool site as green infrastructure. <ul style="list-style-type: none"> <li>Having reviewed the location, the steering committee was happy to accept the school's request and an updated green infrastructure map is included in the final Neighbourhood Plan.</li> </ul> </li> <li>One respondent asked for clarification regarding identification of existing green infrastructure assets. <ul style="list-style-type: none"> <li>The steering committee has responded to this request. In summary the green infrastructure, as shown on the policy map, has been identified by leverage the following sources: <ul style="list-style-type: none"> <li>Priority habitats: Natural England (<a href="https://www.data.gov.uk/dataset/0ef2ed26-2f04-4e0f-9493-ffbdbfaeb159/habitat-networks-england">https://www.data.gov.uk/dataset/0ef2ed26-2f04-4e0f-9493-ffbdbfaeb159/habitat-networks-england</a>)</li> <li>Green infrastructure: Natural England (<a href="https://www.data.gov.uk/dataset/f335ab3a-f670-467f-bedd-80bdd8f1ace6/green-and-blue-infrastructure-england">https://www.data.gov.uk/dataset/f335ab3a-f670-467f-bedd-80bdd8f1ace6/green-and-blue-infrastructure-england</a>)</li> <li>National Habitat Network opportunities: Natural England (<a href="https://www.data.gov.uk/dataset/0ef2ed26-2f04-4e0f-9493-ffbdbfaeb159/habitat-networks-england">https://www.data.gov.uk/dataset/0ef2ed26-2f04-4e0f-9493-ffbdbfaeb159/habitat-networks-england</a>)</li> <li>Natural Flood Management opportunities: Environment Agency (<a href="https://www.data.gov.uk/dataset/7792054a-068d-471b-8969-f53a22b0c9b2/indicative-flood-risk-areas-shapefiles">https://www.data.gov.uk/dataset/7792054a-068d-471b-8969-f53a22b0c9b2/indicative-flood-risk-areas-shapefiles</a>)</li> </ul> </li> <li>The information from these sources was consolidated with the support of Google Maps and the resultant GI map provides an overview of the existing green infrastructure within the parish.</li> <li>There was no specific formal or informal consultation regarding green infrastructure beyond the community engagement activities and the consultation process that ran from June 22nd to August 15th.</li> </ul> </li> <li>Several residents provided feedback regarding the extensive damage done to the green infrastructure due to the HS2 project. <ul style="list-style-type: none"> <li>The steering committee shares this concern and has made clear reference to the imperative, and strong community desire, to ensure that the environmental mitigations outlined within the HS2 project scope are fully delivered. The steering committee agrees that it would be unacceptable for the planned mitigations to not be delivered. The planned mitigations should be seen as a minimum level of acceptable recovery efforts and opportunities to further extend the mitigation of the HS2 environmental damage should be encouraged.</li> </ul> </li> </ul>

Policy Area	Representations & Response
3.11. Policy W9: Active Travel	<ul style="list-style-type: none"> <li>There was no negative feedback or representations regarding the active travel policy.</li> </ul>

Policy Area	Representations & Response
3.12. Policy W10: Community Facilities	<ul style="list-style-type: none"> <li>There was no negative feedback or representations regarding the active travel policy.</li> </ul>

## 4. Conclusion

The process to develop this Neighbourhood Plan has provided an incredible opportunity for community engagement across a wide variety of topics that have a significant impact on the daily lives of all who live in Westbury. This engagement was achieved through a deliberate plan of diverse consultative approaches to guarantee the broadest possible outreach within our community.

At every stage of the consultative process close attention has been given to all input and feedback to ensure that the final policies are an accurate reflection of the views and aspirations of the Westbury community. This has been achieved through the hard-work and dedication of a representative group from the village.

The plan has developed following a period of significant growth within the village. Throughout the engagement process there have been opportunities for residents to reflect upon the recent evolution of the village and to consider its future.

## Appendix 1: Terms of reference for the Steering Group

### WESTBURY NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

#### TERMS OF REFERENCE

##### 1. Purpose of the Steering Group

1.1 Westbury Parish Council is the qualifying body for the preparation of a Neighbourhood Development Plan for their parish area. The Parish Council has agreed to establish separate project management arrangements to facilitate the delivery of this plan-making function. The Parish Council has granted delegated authority in exercise of all relevant plan-making functions to the Westbury Neighbourhood Plan Steering Group. The Steering Group sits as the Project Board for project management and decision-making purposes and will lead the preparation of the Westbury Neighbourhood Development Plan.

The Group will guide and agree the content of the Plan and all associated evidence and analysis.

##### 1.2 The Group will:

- provide a locally accountable and representative lead for plan-making;
- agree a project timetable and endeavour to secure compliance;
- agree a project communication, consultation and engagement strategy;
- agree the initial scope of the Plan prior to early public engagement;
- confirm, subject to consultation with the Parish Council, the scope of the Plan following analysis of early and subsequent community engagement;
- approve all background and evidence-based reports prior to publication;
- agree all consultation documents prior to publication;
- agree, subject to ratification by the Parish Council, a final submission version of the Westbury Neighbourhood Development Plan;
- and actively support and promote the preparation of the Westbury Neighbourhood Development Plan throughout the duration of the project.

1.3 The Steering Group will be established for a time-limited period. The project is intended to run until a Plan has been presented for independent examination. The Steering Group will remain active until the independent examiners report is published.

##### 2. Steering Group Objective

2.1 The objective of the Steering Group is to produce a sound Neighbourhood Development Plan for the Parish of Westbury, that defines the spatial planning policy priorities identified by the community, considering all representations made during the plan-making process and having regard to all relevant existing plans and evidence. The Plan will include or be supported by an appropriate delivery plan setting out, where relevant, how these policy priorities may be implemented.

##### 3. Steering Group Operations

A Leader should be appointed at the first meeting of the Working Group and a notetaker to keep an accurate record of the meeting. This can be the Leader or another member of the Working Group.

- Notes from the meeting should be produced and presented for approval/comments as appropriate to the next Parish Council meeting following the Working Group. This will keep the Parish Council up to date on activity and progress. The notes will include a list of individuals involved.
- Work priorities and co-option of Working Group members who are not Parish Councillors will be agreed by the full Parish Council.
- Working Groups will organize themselves for meetings or alternative working arrangements.
- Working Groups do not need to meet in public.
- Councillors can attend any meetings of Working Groups on request even if they are not members of the Working Group.
- Parish Council Standing Order 1 will not apply to Working Groups.
- Working Groups must not carry out any significant pieces of work such as public consultations without the full approval of the Parish Council.

## Appendix 2: Statutory and non-statutory consultees including stakeholders, local businesses and organisations:

- Buckinghamshire Council
- West Northamptonshire Council
- Milton Keynes Council
- Bedfordshire Council
- Three Rivers District Council
- Hillingdon Council
- South Oxfordshire Council
- Slough Council
- Cherwell Council
- Turweston Parish Council
- Tingewick Parish Council
- Syresham Parish Council
- Shalstone Parish Meeting
- The Coal Authority
- Homes England
- Natural England
- Environmental Environment
- Historic England
- Network Rail
- Highways England
- Marine Management Organisation
- Marine Management Organisation
- Mobile UK
- NHS England
- Scottish & Southern Electricity Networks
- National Grid
- Balfour Beatty
- Western Power
- UK Power Networks
- E.S. Pipelines Limited
- Thames Water
- Anglian Water
- Affinity Water
- National Gas
- Westbury Cricket Club
- Brackley Town Football Club
- St. Augustine's Church, Westbury
- SEMLEP (South East Midlands Local Enterprise Partnership)
- Westbury Artisan Bakery
- The Westbury Tailor
- Beachborough School
- Red Oak Farm
- Field Barn Farm
- Asparagus Farm
- Jack Spratts
- Westbury Shop & Café
- Westbury Village Club
- S Rodwell Landscapes
- Bucks Business First
- Buckinghamshire Local Enterprise Partnership

## Appendix 3: Regulation 14 Analysis: Statutory Bodies

(included here and also included as a separate document)

### WESTBURY NEIGHBOURHOOD PLAN REGULATION 14 ANALYSIS: STATUTORY BODIES

#### 1. Introduction

1.1 This note summarises the representations made by the statutory bodies and landowners on the Pre-Submission version of the Westbury Neighbourhood Plan (WNP) during its recent 'Regulation 14' consultation period. It concludes by recommending main modifications to the WNP so that it may be submitted to the local planning authority, Buckinghamshire Council (BC), to arrange for its examination and referendum. This remains subject to the same analysis being undertaken for representations made by the local community.

#### 2. Representations

##### 2.1 Representations have been received from:

- a) Buckinghamshire Council
- b) Beachborough School
- c) Natural England
- d) Cherwell District Council
- e) The Coal Authority
- f) NHS Primary Care
- g) Historic England
- h) National Gas Transmission
- i) National Grid Electricity Transmission

2.2 Other statutory bodies were consulted but none have made representations. The representations from c, d, e, f, g, h, i raised no specific issues on the WNP and directed the Parish Council to its standard advice for neighbourhood plans and/or development.

#### 3. Analysis

3.1 This note focuses only on suggested modifications of greater substance as all those of minor consequence, including wording changes, can be addressed in finalising the document.

## General Comments

3.2 Before referencing specific policies, Beachborough School raises concerns about the lack of direct contact with them in the preparation of the plan.

The WNP working group made efforts to ensure that as many people in the village were aware of the preparation of the neighbourhood plan. An in-person consultation event was held and a survey was carried out which yielded 89 responses from residents. This response rate was considered successful given the total population of the parish. Beachborough School were contacted directly in relation to their inclusion on the Local Heritage Asset list and it was not deemed necessary to consult on further issues (e.g. allocations) as the results from the informal consultation event concluded that the parishioners were not in favour of making allocations for housing.

## Policy W1: Settlement Boundary

3.3 BC comments that given the way the settlement boundary has been drawn on the eastern edge, the Parish Council (PC) should consider what sort of developments it wishes to come forward in long back gardens that are within the settlement boundary. The comments also state that developments should take into account the form, character and layout of Westbury.

The intention of leaving this pocket of land within the settlement boundary is to allow smaller, infill sites to come forward organically, as an alternative to making formal housing allocations in the WNP. W3: Design Code policy was included to require new development to have full regard to the design characteristics of Westbury.

3.4 BC makes six suggested amendments to the settlement boundary: the western boundary at The Wilds should be brought in (in line with rejected planning application 05/01078/APP), the agricultural land to the east and south of Fieldfare should be excluded, the agricultural barn to the east of Lakeview Cottage should be excluded, queries whether Beachborough School grounds should be included and designated as open space, the track of land behind 12-17 Littleworth should be excluded as it is not residential land and the land between Mill Farm and Waterslede/Sapphire Ridge should be excluded for the same reason.

It appears as though BC may have misunderstood the intention of this policy as they have made suggestions using VALP policy D4's definition of settlement boundary. As is stated in supporting text paragraph 5.4, policy W1 is refining VALP policy D4 through defining its own settlement boundary, as outlined in the settlement boundary report (appendix 1). Policy W1 draws a settlement boundary that is more permissive and precise than the VALP's definition. The NP's plan period runs until 2040 (rather than the 2033 VALP period) and the intention of the more permissive boundary is to allow smaller, infill sites to come forward organically. BC's suggested settlement boundary amendments would not meet the principles set out in settlement boundary report, particularly Principle 3, with the exception of Beachborough School where Principle 4 is more relevant. It is therefore recommended that further clarification is added to the

supporting text of the policy about how policy W1 is refining VALP policy D4. Supporting text paragraph 5.8 could be expanded to refer to the plan period of the NP being different to that of the VALP.

3.5 Beachborough School comments that the settlement boundary does not take into account the future needs of the school. The school asks that the policy is modified as to only apply to housing development and that any further education-related developments by the school should be given special consideration.

It is therefore recommended that clarification is added to clause B of the policy to state that the policy applies to 'housing development' specifically. The NP does not make any additional policy provision for Beachborough school and it can continue to rely on the existing VALP policy provision.

#### W2: Housing Mix

3.6 BC suggests a modification to policy W2 to specify that it only applies to developments involving a mix of dwellings as clearly 1 home or extensions however large can't provide a mix to comply with the policy.

It is therefore recommended that policy W2 is modified to apply to 'developments of 2 dwellings or more'.

#### W3: Design Code

3.7 Beachborough School comments that the Design Code does not consider other building typologies such as high-quality design educational buildings which do not neatly fit into the criteria set out.

It is therefore recommended that these comments are passed on to AECOM to amend the Design Code.

#### W4: Passivhaus

3.7 Beachborough School asks for clarification as to whether this policy applies to all new buildings, or just housing. It is requested that in the case of educational buildings, other alternatives are considered as it is claimed that imposing Passivhaus standard on all new educational buildings, particularly temporary ones, would bring viability issues.

As stated in the policy wording, policy W4 applies to 'all development', not just housing. Supporting text paragraph 5.20 addressed Beachborough Schools' comment on viability, explaining that some exceptions can be made.

3.8 Beachborough School also requests that post occupancy evaluations should not be required of buildings which meet BREEAM standard.

As outlined in clause C and supporting paragraph 5.22 of policy W4, developments which are 'Passivhaus or equivalent standard' are exempt from the post occupancy evaluation requirement. BREEAM and other similar certificates for sustainable buildings would fall under 'equivalent standard' and therefore not require a post occupancy evaluation.

#### W5: Local Heritage Assets

3.9 BC asks that a distinction is made between designated and non-designated heritage assets.

The first sentence of supporting text paragraph 26 already acknowledges that the non-designated heritage assets are not statutory listed and the effect of their designation as non-designated heritage assets is the application of §203 of the NPPF and policy BE1 of the VALP.

3.10 BC suggests that the Historic Environment Record sites and Archaeology Notification Areas are identified in the Plan. Development proposals within such areas are already required to consult with the Historic Environment Record as per §194 of the NPPF.

It is therefore recommended that these sites are added to a separate constraints map in the interest of clarity.

3.11 Beachborough School requests a more detailed drawing of the Beachborough School main building boundaries in Appendix C as it is not clear enough on the inset policies map.

It is therefore recommended that a more detailed site plan of Beachborough School is added into Appendix C.

3.12 Beachborough School also comments on clause B of the policy, asking for modifications to its wording.

The exact wording in this clause has already successfully passed through examination in other NPs in Buckinghamshire. In light of this, there is no need to change the wording of this clause.

## W8: Green Infrastructure

3.13 BC's first comment on this policy relates to clause D on Biodiversity Net Gain. The comment states that that the Defra metric distinctiveness multiplier score is predetermined and cannot be changed.

Clause D is not attempting to modify the method in which the multiplier score is calculated, it is simply stating that proposals within or adjoining the network should score at least a medium distinctiveness multiplier score

3.14 Commenting on clause E, BC comments that it is not practical to restrict developers to provide the gains within or adjoining network however, this can be pursued in the first instance.

The decision for where BNG will be provided follows a sequential test in which on gains within or adjoining the network should be the first priority, but not the only option.

3.15 BC suggests that the notable and protected species within Westbury should be mentioned in the NP.

It is therefore recommended that these species are referenced in Section 2 'The Neighbourhood Area' of the plan.

3.16 BC recommends that if planting of flora is required it is recommended to focus on locally sourced and native species, such as black poplar, to reduce spread of diseases, support local businesses and to enhance the local biodiversity. It may be appropriate to incorporate bat boxes into the proposed development along with hedgehog holes within the proposed boundaries to provide habitat connectivity.

It is therefore recommended that these suggestions are added to the policy.

3.17 BC questions how the delivery of the riparian woodland being secured. BC also questions how planning controls will be able to be put in place to preserve/enhance this network when it is outside the settlement boundary.

This policy should be re-worded and policies maps edited to reflect the fact that the national habitat network and natural flood management opportunities are not part of the green infrastructure network. These are simply opportunities that have been identified, but the NP is not trying to 'deliver' them as such. It is therefore recommended that clause A of the policy is reworded and the labels on Plans I and J are changed. Further clarification should also be added to the supporting text to explain more about the national habitat network and natural flood management.

3.18 BC asks how the areas designated under policy W8 will tie in with the Council's emerging Local Nature Recovery Strategy.

It is anticipated that Buckinghamshire Council's Local Nature Recovery Strategy will operate on a higher geographical level than what has been set out in policy W8. By mapping the GI network on a more detailed Parish-level, it is hoped that the GI map produced as part of the policy can inform the production of Buckinghamshire's own strategy.

3.19 BC asks how Plans H, I and J have been produced.

The existing green infrastructure network was identified through a combination of Natural England's Priority Habitat Inventory and manually identifying significant pieces of green infrastructure e.g. woodlands, significant lines of trees, hedgerows, etc. Plans I and J which identify opportunities for enhancing the National Habitat Network and Natural Flood Management were sourced from National England's database.

3.20 Beachborough School questions some of the Amenity Open Space designations that are made on the school site. They also ask that the all-weather courts are removed from the green infrastructure maps and further explanation is given of what constitutes Amenity Open Space.

Amenity Open Space consists of open areas which provide health and recreation benefits and can include formal sports pitches as per Paragraph 001 Reference ID: 37-001-20140306 of Planning Practice Guidance (PPG). As it is part of the GI network, Amenity Open Spaces should have some ecological value. On reflection, the all-weather courts which were initially identified as Amenity Open Space should be removed as they do not have any ecological value. It is therefore recommended that these are removed from the policy and a description is provided of what constitutes Amenity Open Space

#### W10: Community Facilities

3.21 BC comments that there is no economic development aspect to the plan to retain employment uses or looking to create new employment uses.

For clarification, clause A of the policy identified community facilities in the parish for the purpose of applying policies D7 and I3 of the VALP, the provisions of which will continue to apply. Regarding economic development, paragraph 5.2 of the NP already acknowledges that there are some policy matters which the NP is leaving to the VALP and forthcoming Buckinghamshire Local Plan to cover.

3.22 BC also questions whether Reindeer Inn should be included on this list, as it was on the Local Heritage Assets list.

Reindeer Inn had a change of use application approved in 2011 (11/02709/APP) and is now in residential use, hence it is not included on the community facilities list.

#### 4. Conclusions & Recommendations

4.1 The representations suggest that further clarification and detail is required. However, it is considered that only minor modifications will be necessary to improve the clarity and application of policy wording. Once the modifications from this report has been made, it is recommended that the WNP can proceed to the Regulation 15 submission stage without further consultations.

## Appendix 4: Community Engagement Communications

In January 2019 the following email was sent to parishioners asking for volunteers:



**Developing a neighbourhood plan for  
Westbury:**

*“The best community projects are for the people, by the people”*

- Do you want to help shape the future development of Westbury?
- Do you want to have a say on how land is used, planning and defining areas for housing development in the village?
- Do you want to help in protecting our local green space?

This is an important project for the Westbury community in 2019 as, once adopted, our neighbourhood plan will form part of the statutory local development plan and the basis for determining future development in the village.

**Volunteers are needed** to help form a steering group which will drive this process over the coming year. We need enthusiastic individuals who are willing to:-

- Plan and run community consultation and information events
- Develop paper/electronic community surveys
- Devise and implement the project plan
- Liaise with Westbury Parish Council on developments and progress
- Managing grant applications and funding for the project

**If you have experience of neighbourhood planning, skills in these areas or the passion to get involved in shaping Westbury’s future then the Parish Council wants to hear from you.**

Please contact Cath Young at [Cath.young15@gmail.com](mailto:Cath.young15@gmail.com) or James Stone at [jamesstonewpc@gmail.com](mailto:jamesstonewpc@gmail.com) to find out more about this important project.

In March 2019 we delivered postcards to every household in the village:

**Help shape the future of Westbury by getting involved in creating a neighbourhood plan which will influence the planning of the area in which we live.**

**Volunteers are needed** to help form a steering group which will drive this process over the coming year.

**If you have experience of neighbourhood planning, skills in these areas or the passion to get involved in shaping Westbury's future then the Parish Council wants to hear from you....**



Please contact Cath Young at [Cath.young15@gmail.com](mailto:Cath.young15@gmail.com) or James Stone at [jamesstonewpc@gmail.com](mailto:jamesstonewpc@gmail.com) to find out more about this important project **and help us protect our village from future development**

In May 2019, the following email was circulated:



**Notice of Neighbourhood Plan Area Application**  
and public consultation on the boundary of the  
proposed neighbourhood area

Westbury Parish Council has submitted an application to AVDC to designate the parish as a neighbourhood area with a view to developing a neighbourhood plan.

Neighbourhood plans are a key part of the government's localism agenda to give local people more of a say on issues like where new homes, shops and offices should be built, and the design of new developments.

One of the first steps in developing a neighbourhood plan is that the parish council has to apply to the district council to be designated as a neighbourhood area.

**AVDC is inviting comment on the application particularly from those living or working in the area, during a 6 week public consultation, fulfilling the requirements of The Neighbourhood Planning (General) Regulations 2012 (As amended) PART 2 Regulation 6.**

The public consultation on the boundary of the proposed neighbourhood area starts on 7 June and runs until 19 July.

To see the detailed maps of the proposed neighbourhood areas please visit the neighbourhood planning web page. Alternatively, residents can see all the relevant information at the AVDC offices.

Any comments on the Westbury neighbourhood area application can be sent via email to [forwardplans@aylesburyvaedc.gov.uk](mailto:forwardplans@aylesburyvaedc.gov.uk) or posted to the following address:

AVDC Forward Plans  
The Gateway  
Gatehouse Road  
Aylesbury  
Buckinghamshire  
HP19 8FF

[Westbury area application with map](#)

In January 2020, the first call of sites was undertaken. Letters were individually delivered to 50 residents known to have a land interest in Westbury. The following letter was sent:

31<sup>st</sup> January 2020

Dear ...

***Westbury Village Neighbourhood Plan: Call for Sites***

The Parish Council is in the process of preparing a neighbourhood plan for the parish to cover the period to 2033. Policy D3 in the latest version of VALP confirms that small villages, such as Westbury, do not have an indicative housing target. However, the Neighbourhood Plan is keen to explore the availability of land that may have some development potential.

The Council has formed a Steering Group to lead the project and the group has decided to issue a 'Call for Sites' to inform it of the availability of land that may qualify for allocation. It has been advised that only land that adjoins the settlement boundary of Westbury (see indicative settlement boundary attached) will qualify for consideration and the Council understands that you have an interest in such land (as either owner or developer).

It therefore invites you to submit a plan showing the extent of any land in your control that you wish to make available in the plan period and any relevant supplementary information that may assist the group in assessing the land for potential allocation. In addition to confirming that there are no legal encumbrances on developing the land, you may wish to bear in mind that if it is necessary to allocate land for housing, there is a preference for schemes that will enable the delivery of affordable housing, new allotments and/or additional burial land. There is also a preference for schemes that enable the longstanding problem of crossing the A422 to be resolved, and/or enable local traffic management improvements. Note that these preferences do not rule out the consideration of small sites.

Once agreed, some or all of these factors will be used to assess the suitability of the land for development, alongside a Strategic Environmental Assessment, which will be undertaken independently to inform site selection preferences.

Please note that this exercise will update the last 'Call for Sites' information undertaken by Aylesbury Vale District Council in 2017. If you responded then, and your land remains available, you must respond to this new invitation.

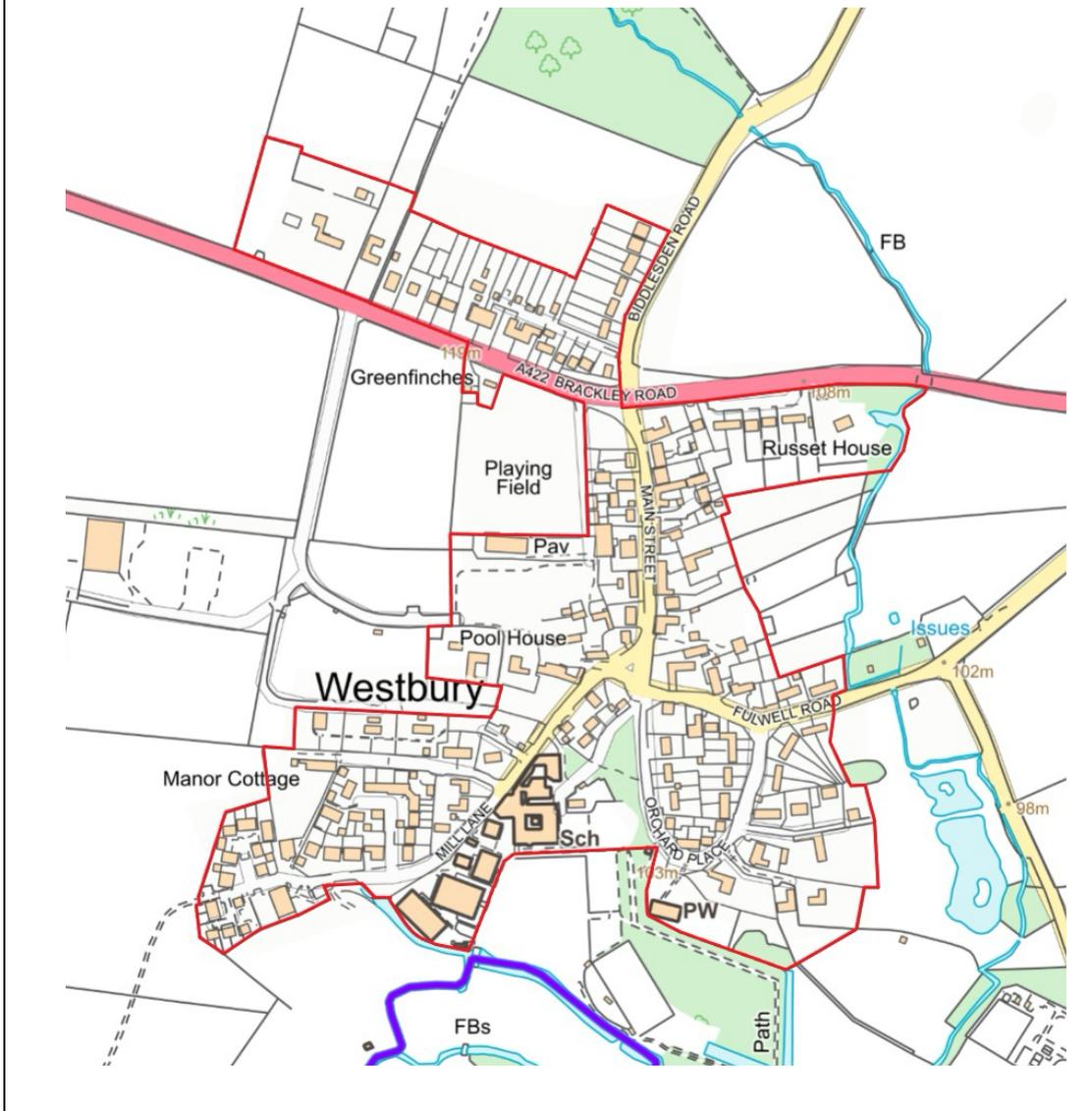
The group is meeting on 19<sup>th</sup> February to discuss the outcome of this exercise and so it requires your information to be received by 14<sup>th</sup> February. Please send your information to Cathy Knott by email to [westburyclerk@aol.com](mailto:westburyclerk@aol.com), using the subject title 'NP Call for Sites'.

I look forward to hearing from you.

Cathy Knott

Westbury Parish Clerk

**Indicative Settlement Boundary**



In January 2020 we started organising a village breakfast and presentation. The following flyer was delivered to every household in February:



And the following email was circulated and promoted on Facebook:



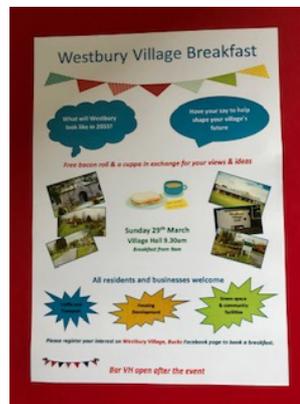
**Westbury Village Breakfast**

**Come and join us for a free bacon roll & a cuppa in exchange for your views & ideas on our neighbourhood plan**

*Your invitation has been delivered through your door*

**To give us an idea of numbers, we would be grateful if you could register your interest by either replying to this message or by responding to the event on our FB page: <https://www.facebook.com/groups/977928722556284/>**

**Bar VH will be open after the event!**



A Neighbourhood Plan is a way for local communities to influence the planning of the area in which they live and work.

**Together we can:**

- Develop a shared vision for our village.
- Choose where new homes should be built.
- Identify and protect important local green spaces.
- Influence what new buildings should look like.

Unfortunately, the breakfast/presentation was cancelled due to the Covid-19 pandemic. In August 2020, the following email was circulated:

# WESTBURY

If you love living in Westbury read on....

The way in which Westbury Village responded to the challenges of Covid-19 has made us all appreciate what an amazing and supportive village we live in.

To ensure that Westbury continues to develop and thrive in the way we all want it to, we urgently need more villagers to step up and join the Neighbourhood Plan Steering Group.

The more people that join, the more diverse and talented group we will have. You don't need any special skills or expertise, just enthusiasm, ideas and energy to help drive this project forward.

Every villager can bring something valuable to this group. It is your chance to get involved in Westbury's future, don't miss this opportunity.

Please contact [Cath.young15@gmail.com](mailto:Cath.young15@gmail.com) to confirm your commitment to the future of Westbury.

Thank you.



A new steering group was set up in June 2022 and in August a second call for sites was undertaken. Letters were individually delivered to all residents previously contacted who were known to have a land interest in Westbury. The following letter was sent:

Dear

...

***Westbury Village Neighbourhood Plan: Call for Sites***

In 2019 the parish council started a neighbourhood plan in Westbury but preparations were put on hold during 2020 due to Covid-19. However, we have recently set up a new steering group and hope to complete the plan during the next ten months.

The Vale of Aylesbury Local Plan (VALP) confirms that small villages, such as Westbury, do not have an indicative housing target. However, the neighbourhood plan steering group is keen to explore the availability of land that may have some development potential.

Westbury Parish Council has undertaken a refreshed call for sites as part of the neighbourhood plan preparation process and I would like to make you aware that we are looking for land that adjoins the settlement boundary (see map on reverse). This includes the land adjoining the junction of Biddlesden Road and Brackley Road (A422) which I understand you own.

We therefore invite you to submit a plan showing the extent of any land in your control that you wish to make available in the plan period and any relevant supplementary information that may assist the group in assessing the land for potential allocation. In addition to confirming that there are no legal encumbrances on developing the land, you may wish to bear in mind that if it is necessary to allocate land for housing, there is a preference for schemes that will enable the delivery of affordable housing, new allotments and/or additional burial land. Note that these preferences do not rule out the consideration of small sites.

Once agreed, some or all of these factors will be used to assess the suitability of the land for development, alongside a Strategic Environmental Assessment, which will be undertaken independently to inform site selection preferences.

Please note that this exercise will update the last 'Call for Sites' information undertaken by Aylesbury Vale District Council in 2017 and Westbury Parish Council in 2020. Please ignore this letter if you don't have any land suitable for development.

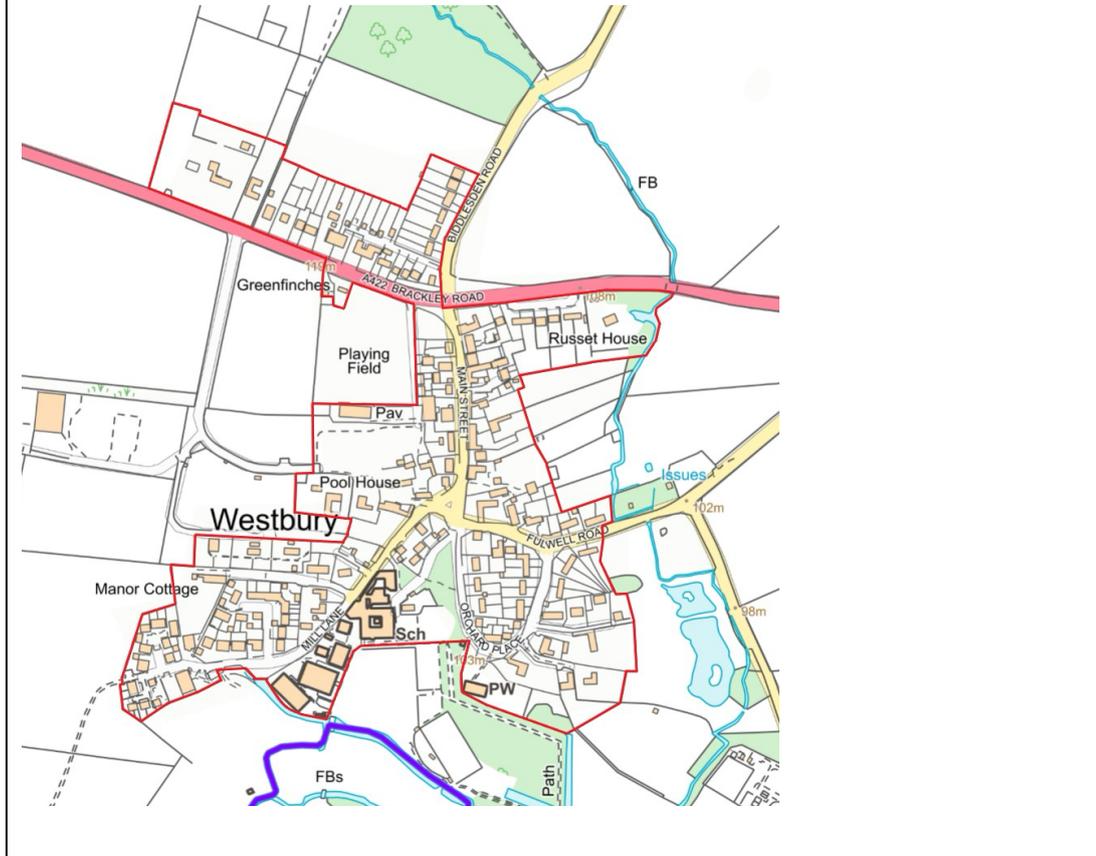
The group requires your information to be received as soon as possible. Please send your information to Cathy Knott by email to [westburyclerk@aol.com](mailto:westburyclerk@aol.com), using the subject title 'NP Call for Sites'.

I look forward to hearing from you.

*Cathy Knott*

Westbury Parish Clerk

### Indicative Settlement Boundary



On 1<sup>st</sup> February 2023 the following email was circulated and put on Facebook:



### **Please save the date**

Westbury Parish Council invites parishioners to attend a public event to discuss and find out more about the progress of the Westbury Neighbourhood Development Plan **10am – 12 noon** on **Saturday 4<sup>th</sup> March** at Westbury Village Hall.

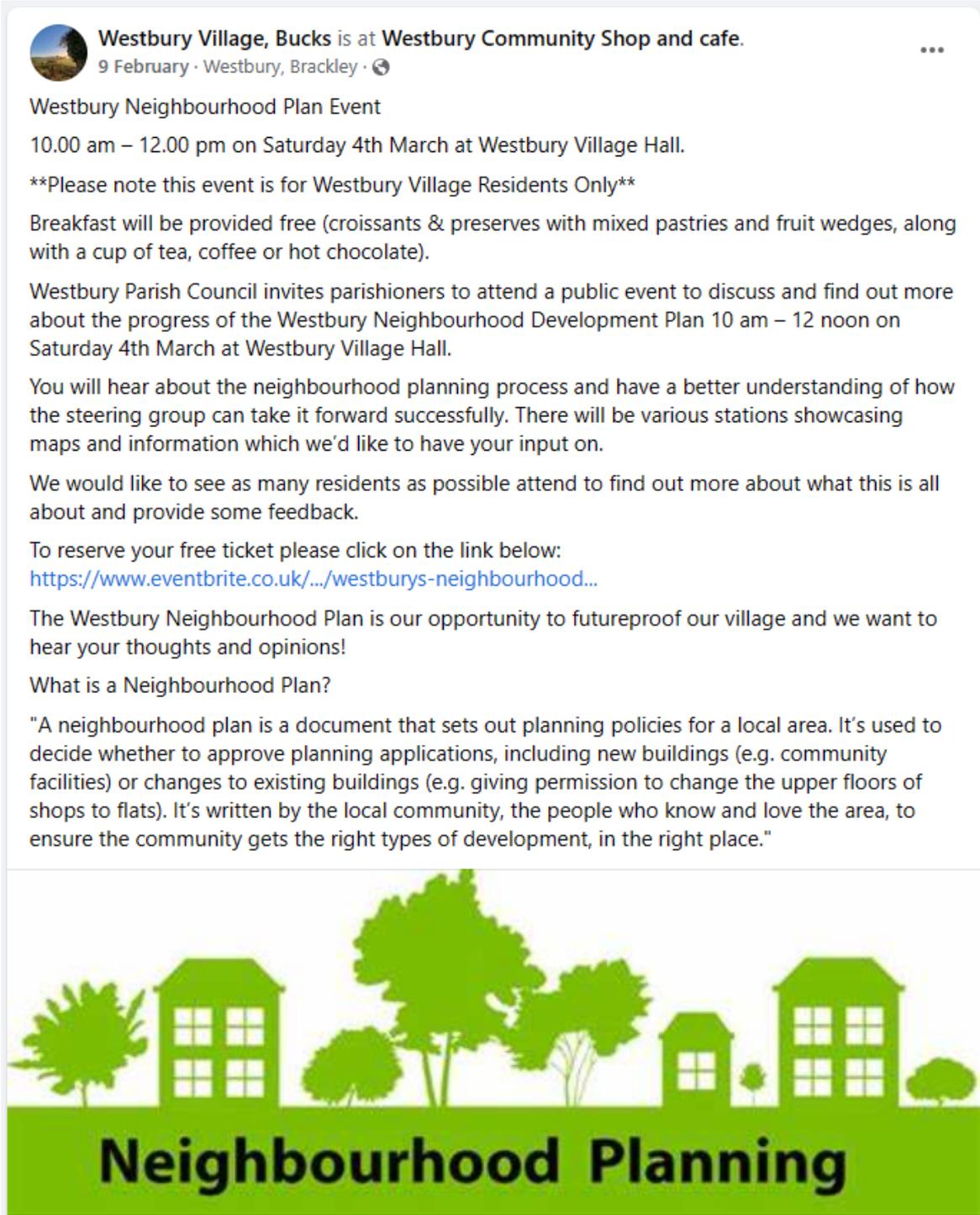
Breakfast will be provided free (croissants & preserves with mixed pastries and fruit wedges, along with a cup of tea, coffee or hot chocolate).

You will hear about the neighbourhood planning process and have a better understanding of how the steering group can take it forward successfully. There will be various stations showcasing maps and information which we'd like to have your input on.

We would like as many interested people as possible to attend the public event, find out more what this all about and provide some feedback.

The Westbury Neighbourhood Plan is our opportunity to futureproof our village and determine if/how potential future housing/development can best be accommodated and facilitated.

Later in February 2023 the following email was circulated and put on Facebook:



**Westbury Village, Bucks** is at **Westbury Community Shop and cafe.** 9 February · Westbury, Brackley · 🌐

Westbury Neighbourhood Plan Event  
10.00 am – 12.00 pm on Saturday 4th March at Westbury Village Hall.

**\*\*Please note this event is for Westbury Village Residents Only\*\***

Breakfast will be provided free (croissants & preserves with mixed pastries and fruit wedges, along with a cup of tea, coffee or hot chocolate).

Westbury Parish Council invites parishioners to attend a public event to discuss and find out more about the progress of the Westbury Neighbourhood Development Plan 10 am – 12 noon on Saturday 4th March at Westbury Village Hall.

You will hear about the neighbourhood planning process and have a better understanding of how the steering group can take it forward successfully. There will be various stations showcasing maps and information which we'd like to have your input on.

We would like to see as many residents as possible attend to find out more about what this is all about and provide some feedback.

To reserve your free ticket please click on the link below:  
<https://www.eventbrite.co.uk/.../westburys-neighbourhood...>

The Westbury Neighbourhood Plan is our opportunity to futureproof our village and we want to hear your thoughts and opinions!

What is a Neighbourhood Plan?

"A neighbourhood plan is a document that sets out planning policies for a local area. It's used to decide whether to approve planning applications, including new buildings (e.g. community facilities) or changes to existing buildings (e.g. giving permission to change the upper floors of shops to flats). It's written by the local community, the people who know and love the area, to ensure the community gets the right types of development, in the right place."



**Neighbourhood Planning**



## WESTBURY NEIGHBOURHOOD PLAN PUBLIC DISCUSSION

**SATURDAY 4<sup>TH</sup> MARCH 10-12**

Westbury Parish Council invites parishioners to attend a public event to discuss and find out more about the progress of the Neighbourhood Development Plan.

You will hear about the process and have a better understanding of what is required to complete the neighbourhood plan. The plan can only be successful with your input and support.

There will be various stations showcasing maps and information which we'd like to have your input on.



We would like to have as many residents of the village attend as possible. This is an important process and opportunity to influence the future of our village. This is your opportunity to provide feedback and input.  
We look forward to seeing you.

<https://westburyvillage.co.uk>

Creating a  
neighbourhood  
plan is an  
opportunity for us to  
shape the future of  
our village

Save our  
community assets –  
social, historic &  
environmental

Come and have  
YOUR say

Please note, this  
event is for  
Westbury village  
residents only

**TO RESERVE YOUR  
FREE BREAKFAST**



**SCAN ME**

OR

EMAIL OUR CLERK  
CATHY KNOTT

WESTBURYCLERK@AOL.COM

After the breakfast/consultation, the following email was circulated and put on Facebook:



As you know, we are preparing a neighbourhood plan to futureproof our village and determine if/how potential future housing/development can best be accommodated and facilitated.

If you were unable to attend our public discussion last Saturday, you can download the information we have collected [HERE](#).

We would be grateful if you could complete the digital questionnaire to help us understand your views [HERE](#).

If you're unable to complete this online, you can request a copy of the questionnaire by responding to this email or print it from [HERE](#) and return it to Westbury Community Shop & Café.

Thanks very much for your help. The more feedback we get, the better it will reflect your views and hopes for the village in future years.

This information is also available on our community website at: <https://westburyvillage.co.uk/westbury-parish-council/>

On 27<sup>th</sup> March the following email was circulated and put on Facebook:

**Thank you  
for taking  
our Survey!**

We have had a great response to the neighbourhood plan questionnaire, a massive thank you to everyone who took the time to give us their views.

We now have a wealth of information which we are analysing in readiness for the next stage of the plan.

We aim to submit a draft neighbourhood plan to the parish council next month, then there will be a formal consultation process where additional input will be gathered.

Watch this space and we'll be in touch soon.

Best wishes from Westbury's NP Steering Group Committee.

Regulation 14 Consultation: On 22<sup>nd</sup> June, the following email was circulated and put on Facebook. Reminders were sent out regularly during the consultation period:



Thank you to all those who contributed to our public discussion and completed the survey in March. Your feedback has helped form the basis of the neighbourhood plan.

The documents for the Regulation 14 Consultation have been assembled by the Westbury Neighbourhood Plan steering group and can be viewed/downloaded from our community website at:

<https://westburyvillage.co.uk/neighbourhood-plan>

A hard copy of the plan will be available to view at the village hall from next week.

We would love your comments and any feedback you're able to give. The consultation period is six weeks from today so the closing date for responses to the consultation will be Thursday 15<sup>th</sup> August 2023.

Please send your comments to [westburyclerk@aol.com](mailto:westburyclerk@aol.com) or by post to Parish Office, 10 Orchard Place, Westbury, Brackley, Northants, NN13 5JT.

A Neighbourhood Plan is a way of helping local communities to positively influence the planning of the area in which they live and work. It means you can:

- have a say where new developments should be built and what they should look like;
- protect the local character and landscape, including important green spaces.

Once adopted, the Neighbourhood Plan will be a legal document, given weight in law and one which both developers and the local planning authority, Buckinghamshire Council, are obliged to take into account. The Neighbourhood Plan will give guidance to potential developers and to future generations.

Thank you for your support.

This pre submission consultation was conducted online over eight weeks from 22<sup>nd</sup> June to 15<sup>th</sup> August 2023.

The draft Neighbourhood Plan included a Strategic Environmental Assessment report, design guidance and codes, housing data and policy maps which were published on the Westbury Village website.

Emails were sent to statutory and non-statutory consultees including stakeholders, local businesses and organisations (see appendix 2).

## Appendix 5: Community Engagement Survey (March 2023)

The survey was distributed to attendees of the engagement event on March 4<sup>th</sup> 2023 and made available as a [online](#) and/or [downloadable form](#). Input was received until the end of March and the results were collated to provide the steering group with a mandate for the further development of the Westbury Neighbourhood Plan.

### Westbury Neighbourhood Plan Initial Community Engagement – March 4<sup>th</sup> 2023

Thank you for attending today's event. Your Parish Council is putting together a Neighbourhood Plan for Westbury. We have started collecting evidence about the parish and started to consider how this evidence may shape the future of Westbury.

This is an early stage in the process and it is critical that we hear from you. We want to know what future you envisage for Westbury and we want to hear your reactions and input regarding the work already undertaken.

<b>Name</b>	
<b>Address</b>	

### Land Availability Working Group

#### General

1. Do you agree that there will be a need for additional housing over the next 20 years?

<b>Strongly Disagree</b>	<b>Somewhat Disagree</b>	<b>Not Sure</b>	<b>Somewhat Agree</b>	<b>Strongly Agree</b>
--------------------------	--------------------------	-----------------	-----------------------	-----------------------

2. How many new homes do you think would be appropriate?

<b>None</b>	<b>&lt;10</b>	<b>10-25</b>	<b>26-50</b>	<b>51-100</b>	<b>&gt;100</b>
-------------	---------------	--------------	--------------	---------------	----------------

3. What type of future housing development(s) do you think would be appropriate?

<b>None</b>	<b>Infill between buildings</b>	<b>Site(s) of fewer than 10 houses</b>	<b>Site(s) of fewer than 20 houses</b>	<b>Site(s) of more than 20 houses</b>	<b>A mixture of development types</b>
-------------	---------------------------------	--	--	---------------------------------------	---------------------------------------

### Site Assessment Criteria

**1. To what extent do you agree or disagree with Site Assessment Criteria?**

**Strongly Agree**

**Agree**

**Neither agree nor disagree**

**Disagree**

**Strongly disagree**

**Don't know**

**Do you have any comments about Site Assessment Criteria?**

**Scenario 1**

**2. To what extent do you agree or disagree with Scenario 1?**

**Strongly Agree**

**Agree**

**Neither agree nor disagree**

**Disagree**

**Strongly disagree**

**Don't know**

**Do you have any comments about Scenario 1?**

**Scenario 2**

**3. To what extent do you agree or disagree with Scenario 2?**

**Strongly Agree**

**Agree**

**Neither agree nor disagree**

**Disagree**

**Strongly disagree**

**Don't know**

**Do you have any comments about Scenario 2?**

### **Scenario 3**

**4. To what extent do you agree or disagree with Scenario 3?**

**Strongly Agree**

**Agree**

**Neither agree nor disagree**

**Disagree**

**Strongly disagree**

**Don't know**

**Do you have any comments about Scenario 3?**

### **Land Availability Overall**

**5. Considering all three scenarios, which is your preferred option?** Please select one answer only.

**Scenario 1**

**Scenario 2**

**Scenario 3**

**I like all the options**

**I do not like any of the options**

**Don't know**

**Do you have any other comments about the options above?**

**6. Do you have any alternative suggestions about how best to plan for Westbury's future?**

## **Housing Mix & Tenure Working Group**

**7. Can you please confirm some of the details of your property?**

<b>How many people live at the property?</b>	
<b>How many bedrooms does the property have?</b>	
<b>What type of property? (Flat, Terrace, Semi-Detached, Bungalow, Detached, other)</b>	
<b>What year was the property built?</b>	

**8. Do you have any plans to:**

**Move**

**Extend**

**Downsize**

**Not Applicable**

**Are you able to provide any insight as to why?**

**9. Do you, or anyone you know, expect to need any of the following housing types within the village in the next ten years?**

**1 Bed/2 Person Starter Property**

**2 Bed/4 Person Starter Property**

**10. Have you or any member of your family (even if they don't live with you now) recently had a problem finding suitable accommodation in Westbury?**

**Lack of homes to buy at an affordable price**

**Lack of homes to rent at an affordable price**

**Lack of homes big enough**

**Lack of homes small enough**

**Lack of homes suitable for the less mobile**

**Other (specify below)**

**Are you able to provide any further insight as to why?**

**11. Which type of housing do you think is the most needed over the next 20 years, think about yours, your families and your friends present and future needs. Please tick all that apply:**

Private rented	1-2 bed house	Warden assisted retirement housing	Low cost housing
Social rented	2-3 bed house	Residential care	Retirement village
Starter homes	3-4 bed house	Nursing care	Open market renting
Specialist housing for older people	5+ bed house	Homes with office/workshop space	Affordable social rent housing
Self-build plots	Bungalows/single story accommodation	Community housing (Parish owned for local people)	Self-build
Homes to buy	Flat	Eco-friendly	
Shared ownership	Smaller retirement housing	Luxury housing (£1m plus)	

## Community Facilities Working Group

**12. Which of the following facilities and amenities in the parish do you use?**

	Daily	Weekly	Monthly	Yearly	Never
Community Café & Shop					
Village Hall					
Village Club					
St Augustine's Church					
Westbury Cricket Club					
Brackley Town Football Club					
Playing Fields					
Playing Fields Playground					
Public footpaths & bridleways					

**13. Which other facilities and amenities in the parish do you use?**

**14. Please detail any other facilities or amenities you would like to see in Westbury.**

**15. Please list any clubs, societies, or organisations in the village of which you are a member.**

*This will help us to gauge the level of community engagement when discussing the Neighbourhood Plan with other stakeholders.*

**If you never use the shop, or you use the shop less than you would like to, please explain your reasons for not doing so:**

## **Design & Environment Working Group**

17. How important do you feel the rural setting, local environment and landscape is to the quality of life for the residents of Westbury?

<b>Not Important</b>	<b>Not Sure</b>	<b>Important</b>	<b>Very Important</b>
----------------------	-----------------	------------------	-----------------------

Would you like to explain why?

18. What are your favourite views around the village?

*List as many as you like.*

19. A Neighbourhood Plan can recommend that certain open spaces should be designated as “local green spaces” and legally protected from development. Please list any spaces that you believe should be listed:

20. How do you feel generally about the importance of conserving the village’s historical past and heritage for the future?

<b>Not Important</b>	<b>Not Sure</b>	<b>Important</b>	<b>Very Important</b>
----------------------	-----------------	------------------	-----------------------

21. Please list any buildings, other structures, or natural features in the parish you think it is important to conserve for the future.

**22. What would you like to see included in the design requirements for any new housing developments within the village?**

**23. Do you have any comments to make on the policy ideas being explored and/or do you have additional suggestions?**

**Thank you for taking the time to complete this questionnaire!**