



Salcombe Neighbourhood Development Plan Consultation Statement

Final issue
October 2018

Salcombe Neighbourhood Development Plan Consultation Statement



1. Introduction

1.1 This Consultation Statement has been prepared by Salcombe Town Council to accompany the submission to the Local Planning Authority South Hams District Council of the Salcombe Neighbourhood Development Plan (The Neighbourhood Plan or Plan). The document has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012. Section 15(2). Part 5 of the regulations outlines what the statement should contain:

- Details of the persons and bodies who were consulted about the Plan;
- Explain how they were consulted;
- Summarise the main issues and concerns raised by the persons consulted;
- Explain how these issues and concerns have been considered and where relevant addressed.

1.2 The statement is divided into consultation and community engagement building up to the preparation and issue of the pre-submission draft Plan (Regulation 14) and subsequently the consultation and statutory engagement during and after the pre-submission consultation in February to March 2018.

1.3 The idea to prepare a Neighbourhood Plan for Salcombe was first put forward in 2012 and Front Runner status and funding was secured. With support from the community a steering group was formed and a series of engagement events were planned to identify the issues, consider proposals and policies to be incorporated in the plan. This plan has only been possible with considerable volunteer support, with over 40 local residents participating in meetings, steering groups and internet based discussions. Since July 2017 a consultant was employed to help finalise the plan, and supplement this volunteer effort.

1.4 The approach to the engagement process was to involve as many of the community as possible through a series of public and open meetings and events at key stages of the Plan's development. A variety of approaches were used to communicate the emerging ideas and plan; there were more formal events, drop ins, social media, mail drops, and newsletters. Facebook has been used throughout the development of the plan and the consultation process to publicise events and encourage feedback.



2. Consultation to prepare the Pre-Submission Draft of the Neighbourhood Plan for Salcombe

2.1 At an open meeting in July 2014 organised by the Town Council attended by around 30 members of the community it was decided to proceed with a Neighbourhood Plan and form a Steering Group.

2.2 Phase I of the process comprised;

- the setting up of a Steering Group (SG) to manage the NDP process;
- a period of training/induction for the SG members into how the NDP process is expected to work;
- engagement with the public through an online and paper-based survey ;
- An open meeting held on 27 April 2015 giving initial feedback and inviting more comments.

2.3 A vision statement emerged from the community meetings and a draft version was presented by the steering group in June 2015. With minor amendments this draft remains the Vision for the Plan.

2.4 The online survey issued in May 2015 using Survey Monkey and the open meeting provided a rich database of information on the issues that face the community of Salcombe and some suggestions about possible solutions to these, and to the challenges ahead. The community raised concerns about housing, parking, job opportunities and employment space.

2.5 There were 570 responses to the survey (52% male, 48% female respondents). About one third of local business owners responded. Over half (56%) of the responses were from people over the age of 55. 39% were from those over 25. Despite attempts to reach the younger audience, there were only 29 responses from those aged under 25. This encouraged the Steering Group to try even harder to reach out to young people during later phases. An overwhelming majority of the community said they loved Salcombe for its natural beauty, the estuary, the beaches, the friendly community and the town's 'character'. Respondents liked that Salcombe is a safe environment and that, by and large, it is relatively "unspoilt". A full response from the survey can be viewed at <http://salcombeplan.org/wp-content/uploads/2018/02/B6.1-May-2015-Online-Survey-Monkey-Survey-Qs-1-to-8.pdf> and listed as Appendix B6.

2.6 Phase II involved the setting up of four Working Groups in September 2015. The themes were based on the feedback from the community covering; Economy, Housing, Infrastructure, Town and Environment. The groups were made up of local people and chaired by a member of the community who, also sat on the Steering Group. The aim was to ensure that each Working Group had true cross community representation (gender, age, in employment, not in employment, local business representation, etc). Each Working Group was provided with the survey results for their particular topics and asked to investigate in greater depth the issues raised in the survey.



2.7 The themes and topics of the Working Groups illustrated below remain the key themes of the emerging NDP.

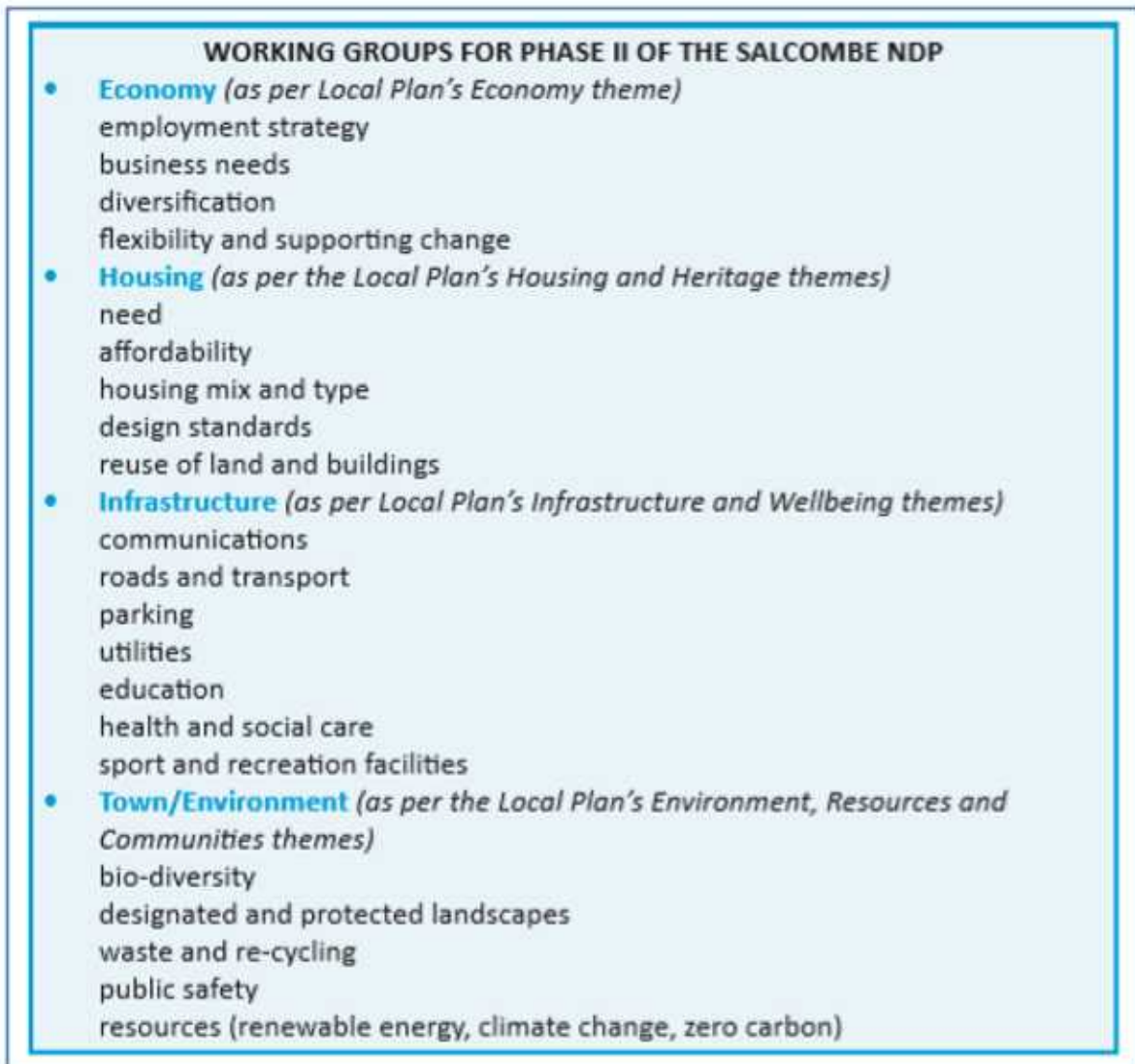


Figure 1 Working Group topics

2.8 The Working Groups (WG) through wider consultation informed more detailed survey questions and ultimately develop the ideas and policy statements for incorporation in the draft Plan. For the Economy WG, the emphasis was on local employment opportunities, and a business needs survey of current and prospective employers within and beyond the parish. The Housing WG had a focus on local housing (affordability etc.) and undertook a local Housing Needs Assessment, carried out in conjunction with South Hams District Council. For the Town / Environment / Infrastructure WG, the emphasis was on local issues raised e.g. Fore Street and Whitestrand, waste disposal / re-

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cycling, energy efficiency, issues and potential solutions responding to the recurring theme from the survey (and embodied in the Vision statement) of preserving the character and distinctive natural environment of the Town.

2.9 In 2016 following feedback from the Working Groups the Steering Group launched three important surveys:

- A housing needs survey so that we truly understand the requirement for housing of all types:
- An economy survey addressed to local business owners on their concerns and what they wish to see to help them maintain and grow their businesses and employment opportunities for local people.
- A full Resident's Survey asking for the community's views on specific issues, themes policy area which would form the basis of the Plan.

2.10 The Housing Needs Survey issued in March 2016 and returned on 29th April 2016 a summary of the results is included in Appendix B41

2.11 The Economic Survey of Salcombe Businesses was carried out by Marketing Means on behalf of the Steering Group in May 2016. The results were presented in this report <http://salcombeplan.org/wp-content/uploads/2018/02/B8-SALC001-B2B-survey2016-MarketingMeans-Report-v0.2.pdf> (Appendix B8)

2.12 The resident's survey was carried out in Autumn 2016 Marketing Means on behalf of the Steering Group. The results were presented in December 2016 <http://salcombeplan.org/wp-content/uploads/2018/02/B7-SALC002-NDP-Survey-Dec2016-FINAL-MM-Report.pdf> (Appendix B7)

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2.13 The following timeline summarises the engagement process, the events and decision points:

Date	Activity
March 2012	Salcombe Town Council granted Front Runner Funding by Government
April 2013	Salcombe Town Council applied to SHDC for designation of the Neighbourhood Plan Area
July 2013	Salcombe Neighbourhood Plan Area approved by SHDC
July 2014	Initial meeting to start the Neighbourhood Planning Process at Salcombe Primary School
September 2014	Briefing meeting and steering Group set up
March 2015	Steering and Working Group facilitator training
April 2015	Open Meeting with community
May 2015	Online survey issued
June 2015	Draft Vision prepared
June 2015	1st newsletter issued
September 2015	3 Working Groups set up: Economy; Housing; Town, Environment and Infrastructure.
September 2015	2 nd newsletter
March 2016	3 rd newsletter
March 2016	Housing Needs Survey issued and returned by 29 th April 2016
April/May 2016	Economic Survey
Autumn 2016	Community Consultation, reported in December 2016
December 2016	Steering Group Chairman updated CEO of SHDC on plan progress
January 2017	Steering Group updated SHDC head of planning and other officers on the plan progress and results of the autumn 2016 consultation
July 2017	Consultant appointed to assist in the delivery of the Neighbourhood Plan
September 2017	Plan workshop with stakeholder group
December 2017	Draft plan produced and issued for informal comment to SHDC Officers, local member, AONB Unit and Harbour Master.
March to April 2018	Regulation 14 Pre-submission consultation
June 2018	Posting of regulation 14 responses on SNDP website

Figure 2 Community engagement timeline up to the Pre-Submission Draft.

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2.14 All key events were recorded and minutes are available for review.

2.15 As part of the questionnaire issued to the community in autumn 2106 a series of issues and questions were presented. There were 485 responses (25% of the 1950 questionnaires issued) these gave a very strong steer to the content of emerging policies:

2.16 The following policy areas that were of the highest priority to the community (over 90% of the respondents to the survey) included:

- No reduction in car park, boat and trailer parking spaces (97%)
- Incorporate all AONB policies in the NDP (96%)
- Protect the townscape from unwanted development (94%):
 - In conservation area
 - Along the harbour front south of Jubilee Pier
- Clear and enforceable guidelines for development, to protect the character of the townscape (94%)
- Protection of all heritage assets and their settings (93%)
- Advance consultation (3 months minimum) for any proposal affecting community assets before formal planning application (92%)
- Encourage neighbouring parishes to incorporate similar AONB protections in any Neighbourhood Plans (92%)

The above responses have strongly influenced the emerging policies.

2.17 Substantial support (between 75 and 89%) was given to the following:

- Development of land on Gould Road, from the old Gas Works to the trailer park, for small-scale workshops (89%)
- Re-assessment of car parking arrangements (park & ride charges, on-street, parking permits, number and location of car parks etc.) (89%)
- Protect the townscape from unwanted development:
 - Along Island Street (87%)
 - North and South Sands valleys (89%)
- Creation of a development 'master plan' for Salcombe (86%)
- Establish a fund to support Neighbourhood Plan policies once passed at referendum (84%)
- Control 'backland' and 'infill' developments – e.g. splitting large plots to create multiple dwellings (81%)
- Restrict 'change of use' for premises to only those uses which promote or support direct employment (77%)
- Land adjacent to West End Garage - agree with development if a reasonable amount of affordable housing provided (75%)
- Temporary (seasonal) car park on greenfield/ farm land 75%

2.18 There was solid support (60-74%) for the following sufficient to support policy areas include:



- Development of land elsewhere within the parish as a new business hub with shared facilities for small-scale workshops (69%)
- More parking spaces for local workers (68%)
- Any new 'open market' homes to carry a 'principal residence' requirement (65%)
- Increase visitor car parking in areas convenient for visitors (64%)
- Develop outside existing development boundary if it is exclusively for affordable housing for local people (60%)

2.19 The themes and the objectives of the Plan have been taken directly from the views and wishes expressed by the community in the survey. The policies and proposals of the Plan have been developed with the steering group; they support and help deliver these themes and objectives. To help refine the policies a stakeholder workshop was held in September 2017 and further one on one consultation has been carried out with land owners, officers of South Hams District Council, the Harbour Master and the AONB Partnership.

3 Consultation period for the Pre Submission Draft of the Neighbourhood Plan

3.1 The consultation period opened on 15th February 2018 and ran for a period of 6 full weeks. The consultation included a range of activities summarised in the table below.

Date	Activity
15th February to 5th April 2018	Draft plan issued by the Town Council for 6 weeks (minimum) public consultation Letter promoting the plan and consultation together with an Executive Summary was delivered to every household and posted to land owners and a list of statutory consultees provided by South Hams District Council included in the Appendix. Hard copies of the draft plan available for viewing during the period at the Salcombe Library and the offices of the Town Council Document and supporting evidence was available for viewing online at www.salcombeplan.org
19th, 20th, 27th March 2018	Drop in sessions at the Salcombe Library or Rugby Club to receive and respond to queries and comments
April 9th 2018	Steering Group reviewed comments and considered action to be taken
April to September 2018	Edits and revisions made to the Plan and reviewed by the Steering Group
August 2018	Health Check carried out by Barbara Maksymiw of NPIERS
8th October 2018	Presentation of the Regulation 15 Plan to Salcombe Town Council for Q and A followed by ratification of the Plan.
15th October 2018	Target date for submission of the Regulation 15 version of the Plan to South Hams District Council with Basic Conditions Statement, Map of the Area and Statement of Consultation.

Figure 3 Community engagement timeline after the issue of the Pre-Submission Draft.

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4. People and bodies consulted in the preparation of the Plan

4.1 Statutory consultees and landowners were written to either by post or email. A copy of the letter sent to each body is included in the appendix.

4.2 A list of bodies consulted is included in an appendix to this report, it covers:

- The statutory Consultation bodies
- Other local groups and organisations
- Land owners affected by the Plan

4.3 Three face to face drop in events were held over the consultation period at the Rugby Club and Salcombe Library.

4.4 As a follow up to the Regulation 14 Consultation responses land owners and local employers were invited to attend meetings to discuss their representations and any issues arising.



5. Feedback and responses received for the Pre-Submission Draft

5.1 Responses to the draft plan were requested in writing either online using the website or by post to the Town Council. In addition comments raised at the drop in events and posted on social media were also recorded and considered.

5.2 A summary of the issues and concerns raised by the draft plan are included below.

Salcombe NDP Policies	Key issues and concerns raised	How the issues have been addressed
1. Respecting Salcombe's distinctive natural setting within the South Devon Area of Outstanding Natural Beauty (AONB)		
Policy SALC Env 1; Impact on the South Devon Area of Outstanding Natural Beauty	General support but concerns over the wording of para. e) This needs more clarification and the obligations better defined.	Policy revised in particular para. e)
SALC Env 2; Green Infrastructure throughout the Parish	General support but concerns that the obligations should be commensurate with the level of development and further consideration of access to heritage assets.	Obligations clarified and further defined and para.d) added.
SALC Env 3; Local Separation Policy	General support and comments on the policy wording but concerns raised by land owners of the proposed boundary.	Boundaries of policy (Fig. 11) amended following consultation with landowners involved.
SALC Env 4; Local Green Spaces	General support but objections to specific LGS designations by land owners, justification for remaining LGSs and minor text changes	LGSs to be deleted, Appendix 3 expanded and text changes.
SALC Env 5; Maintaining the character and environmental quality of the estuary	General support but concerns that the obligations particularly para. e) are too inflexible and not fully coordinated with the Harbour board and there should be no adverse impact on the Salcombe to Kingsbridge SSSI	Further consultation with the Harbour Board, text amended as a result and para. h) added
SALC Env 6; Locally Important Views	General support ,no comments on the policy wording and three additional views identified	Views 22,23 and 24 added
SALC Env 7; Maintaining the character, density and Green Infrastructure in key areas of	General support but concerns raised over the detailed wording and obligations requiring	Text revised following discussion with SHDC



Salcombe.	clarification	
2. Future development must be of a high design quality that is sensitive to the unique qualities of Salcombe		
Policy SALC B1; Design Quality and Safeguarding Heritage Assets	General support but concerns that contemporary designs are excluded and heritage , designing out crime aspects not fully considered, and obligations not fully defined	Text revised following discussion with SHDC
3. Promote new affordable year round employment opportunities that are of a scale and use that is sensitive to their surroundings		
Policy SALC EM1; New employment land in Salcombe	Concerns that the policy is too focussed on marine related and insufficient consideration is given to the need for affordable units and other employment uses.	Text revised and boundary revised following coordination with SHDC
Policy SALC EM2; retention of existing employment land in Salcombe.	Concerns that the policy is too focussed on marine related employment and other employment uses need supporting and concerns that other uses such as retail and residential are insufficiently controlled	Text revise following coordination with SHDC .SHDC also urged in the supporting text to pursue an Article 4 Direction for the Island Street area.
4. An integrated transport and car parking that supports both residents and visitors.		
Policy SALC T1; An integrated transport statement of intent for Salcombe	General support but more consideration over any loss of parking, connections with train services , electric vehicles and any impact of ferries on the SSSI	Policy wording amended and Policy SALC T2 added
Policy SALC T2 Car and trailer parking in Salcombe	Concerns that car and trailer parking was not fully addressed in SALC T1	New policy added
5. An innovative strategy to deliver affordable homes for local people		
Policy SALC H1; Affordable Housing	General support for the policy subject to minor amendments	Minor amendments for clarification .SALC H4 also added to help deliver Affordable Housing.
SALC H2; Market Housing	General support for the policy however some respondents objected to inclusion of para. d) linking to SALC H3 (Principal Residence)	Minor amendments made for clarification.
SALC H3; Principal Residence Requirement	General support for the policy including SHDC however some	Minor amendments and discussions with SHDC to

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	respondents objected considering it would have an adverse affect on the local economy and property market. Others who supported the policy were concerned how it could be enforced.	refine the policy and ensure it can be enforced. SALC H4 also added to help deliver Affordable Housing.
SALC H4; Rural Exception Sites	A rural exception site policy is to be added to the JLP following Examination and this should coordinate with the NDP.	New policy added to coordinate with the NPPF and the JLP Policy TTV 31.
6. The provision of new and improved community facilities to promote the health and wellbeing of the local community		
SALC HW1; Community Facilities	General support with request for better links to the emerging OSSR Plan and more public awareness and enjoyment of the historic and natural environment.	Policy wording amended making stronger links to OSSR, natural and historic environment.

5.3 A more detailed record of all the formal responses to the Pre-Submission Draft Plan together with the Steering Group’s response is included in the appendix (C4).

5.4 An annotated version of the Neighbourhood Plan document highlighting the differences between the Submission version and the Pre-Submission Draft is available for inspection.



6. Evidence and Appendix Summary.

Consultation Statement Evidence	Appendix no.	Web link
May 2015 online Survey using Survey Monkey	B6	http://salcombeplan.org/wp-content/uploads/2018/02/B6.1-May-2015-Online-Survey-Monkey-Survey-Qs-1-to-8.pdf
Salcombe Neighbourhood Development Plan: Residents Survey – Autumn 2016 Marketing Means December 2016	B7	http://salcombeplan.org/wp-content/uploads/2018/02/B7-SALC002-NDP-Survey-Dec2016-FINAL-MM-Report.pdf
Have Your Say: Economic Survey of Salcombe Businesses- Marketing Means May 2016	B8	http://salcombeplan.org/wp-content/uploads/2018/02/B8-SALC001-B2B-survey2016-MarketingMeans-Report-v0.2.pdf
Salcombe Housing Needs Survey	B41	http://salcombeplan.org/wp-content/uploads/2018/10/Appendix-B41-Salcombe-Housing-Needs-Survey-Final-report-07.07.16.pdf
List of Consultees invited to respond to the Pre-Submission Consultation	C2	http://salcombeplan.org/wp-content/uploads/2018/10/Appendix-C2-Reg-14-Consultation-Distribution-list-AB.xlsx
Typical Letter of 15 th February 2018 inviting representations on the Pre-submission Draft (Regulation 14) consultation.	C3	http://salcombeplan.org/wp-content/uploads/2018/10/Appendix-C3-Reg-14-Cover-letter-Feb-2018-v2.pdf
Record of the responses to the pre-submission consultation	C4	http://salcombeplan.org/wp-content/uploads/2018/10/Appendix-C4-Copy-of-REG14-Responses-2018-Excel.xlsx
Executive Summary for the Pre-submission Draft (Regulation 14) consultation.	C5	http://salcombeplan.org/wp-content/uploads/2018/02/NDP-Exec-Summary-Jan-2018-PS-version-4-12-pages.pdf