

CONSULTATION STATEMENT



1. Introduction

This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012, section 15 (2). These require that when a qualifying body submits a Neighbourhood Development Plan to the local planning authority it must be accompanied by a consultation statement.

Part 5 of the Regulations sets out that a consultation statement should contain:

- details of the people and bodies who were consulted about the proposed Neighbourhood Plan.
- an explanation of how they were consulted.
- a summary of the main issues and concerns raised by the people consulted.
- a description of how these issues and concerns have been considered and, where relevant, addressed in the proposed Neighbourhood Plan.

This document provides the information as required by Part 5, as well as providing:

- a background on why we decided to produce a Neighbourhood Plan.
- the aims of consultation on the Neighbourhood Plan.
- details of how we initially consulted with the local community and published our intention to develop a plan.
- The stages of the consultation that we went through.
- Changes to the Plan following consultation to meet concerns, needs and objectives.

The extent of engagement is considered by the Neighbourhood Plan Steering Group and Steventon Parish Council to fulfil the obligations set out in the Regulations. The Consultation Statement supports and describes the process of consultation as envisaged through the Localism Act 2011 and the associated Regulations and sets out how it has been applied in Steventon. This has improved the Plan and ensured that it best meets community expectations and the aspirations of Steventon Parish Council.

2. Background to Consultation Throughout the Development of the Neighbourhood Plan

The Steventon NDP was initiated by Steventon Parish Council on 2nd September 2014 and a request for volunteers made in the October Steventon News.

The Parish Council nominated a steering group of councillors and residents to carry out the neighbourhood plan process in May 2015.

On 16th June 2015 four working groups were set up to consider the following issues:

- Village Infrastructure
- Houses and Planning
- Open Spaces
- Recreation and Leisure

In June 2015 the Parish Council put out a call to all residents via a dedicated neighbourhood plan web page, Steventon News and social media: “Steventon Parish Council has embarked upon the creation of a Neighbourhood Plan and we need your input:

- What do you regard as the biggest threat to the well-being of our village?
- What’s missing from our Village that you’d like to see added?
- How can we make the most of our resources?”

This was followed by a series of open events and meetings as shown in Table 1.

Table 1 Types and dates of meetings held.

Date	Meeting	What we did	Who was involved
11 December 2014	Inaugural meeting of working group	At Stocks Lane Farm to investigate methods required for plan`	Initial working group
21 May 2015	Meeting of the extended working group Stocks Lane Farm	Newly elected councillors Jon Spiller, Chris Wilding and John Clark joined the original working group. David Potter and Ronan Leydon from the Vale of the White Horse attended to tell us how to proceed	working group
16 June 2015	Meeting of the entire group Stocks Lane Farm	Divided into smaller working groups. It was agreed that the Steering group would consist of Dick Bosley, Robert Green, Chris Wilding, Jon Spiller and Angela Einon, and would meet at least monthly. Working groups were set up led by Jon Spiller, housing: Chris Wilding, recreation and leisure: Robert Green,	Main working group

		infrastructure: Dick Bosley, open spaces.	
20 June 2015	Festival on the Green, 2.00pm until late The Green, Steventon	Information table with members of the parish council ready to answer questions regarding The Steventon Neighbourhood Plan.	Parish councillors, residents – Approximately 500 people attended
4 July 2015	Church Fete Village Green	Information table manned by members of the parish council ready to answer questions regarding The Steventon Neighbourhood Plan.	Parish councillors, residents – There were approximately 300 people attending
23 July 2015	Steventon Neighbourhood Plan meeting, Village Hall	4.30 to 6.30 Drop-in session for information 7.30 to 9.00 Meeting and group discussions	Parish councillors, residents – Attendance: Afternoon 73 Evening 104
4 November 2015	NP Steering group meeting North Star	Discussed SHLAA and site assessment with David Potter and Ronan Leydon from VWHDC	Steering group
11 November 2015	Questionnaire distributors meeting, North Star pub, 7 pm	Volunteers, who were willing to deliver, chase up and collect questionnaires from allocated areas of the village.	20 people attended
15 December 2015	NP Steering group meeting North Star	Meet with Tom McCulloch and Fiona Mullins CFO	Steering group
2 December 2015	Questionnaire drop in session Millennium Room 4-6.30pm	4 'stations' (table & 4 chairs), 'staffed' by at least one member of the NP Group throughout the 2 hours, to answer any questions	Parish councillors, residents – 15 people attended
11 January 2016	NP Steering Committee Cherry Tree	Meet with Fiona Mullins (CFO) to progress the scoping report	Steering group
22 February 2016	NP Open Meeting Village Hall	Display of the results of the questionnaire talked through by members of the Steering Committee. Fiona Mullins (CFO) explained the scope of a Neighbourhood Plan	65 residents attended
6 June 2016	Village meeting	Discussed questionnaire results, sustainability objectives and evidence.	49 people attended
10 July 2016	School Fete	Stand and information	

		provided	
12 July 2016	Meeting Cherry Tree with HR Wallingford	What they could provide, and costs involved re SUDS	Steering
3 August 2016	Meeting North Star with Will Sparling and Gayle Wootton from Vale	Next steps and support from Vale	Steering
21 September 2016	Open meeting North Star	Start character assessment requesting volunteers to help	Open
28 September 2016	Meeting North Star with David Potter and Fiona Mullins	Way forward scoping report published on website	Steering group
16 January 2017	Millennium room Village Hall	Devising an invitation to tender for both our Landscape & Character Assessments Compiling a Housing Survey delegate to Housing Group Conducting A Local Green Space Assessment delegate to Open Spaces Group	Working group
13 March 2017	North Star with Will Sparling	Progress	Steering group
23 March 2017	North Star	Housing needs questionnaire	Housing group
23 June 2017	Meeting at VWHDC with Will Sparling	Drafting workshop	Steering group
30 October 2017	North Star, Will Sparling, Nina Merritt	Forward. Will leaving VWHDC	Working
13 th February 2018	Bluestone Planning	Draft Character Assessment received	
13 th March 2018	Millennium room, Bluestone Planning Jeremy Flawn and Sharon Brentnall	Character assessment	Working group
23 October 2017	Main Hall	Presentation of progress so far. Refreshments wine, cheese and biscuits	28 attended
21 st May 2019	Bluestone Offices, Shrivenham	Discuss what Bluestone can do for NP and Locality grant application	Steering group
30 th August 2019	Vale Offices	Meet with Deborah Bryson and Robyn Tobutt discuss draft policy to date	C Wilding C Brickwood A Einon
13 th January 2020	North Star	Questionnaire printing and distribution	Full working group
16 th March 2020	UK lockdown due to Corona virus	No meetings for foreseeable future.	
24 th June 2020	Virtual zoom meeting	Taking up the reins	Steering
8 th October 2021	Emails sent to local and national companies for comment on our draft Neighbourhood plan	Regulation 14 pre-submission consultation	
12 th October 2021	Millennium room	Open meeting for feedback	31 members

		and comments from the village	of the public attended Working group
November 2022		Draft plan submitted to Robyn Tobutt VWHDC for comment	
23 November 2022		Feedback on various requirements from VWHDC Robyn Tobutt. Basic conditions statement Consultation statement required	
31 January 2023	North Star	Review and re-assess progress	Working group meeting
12 July 2023		Draft Neighbourhood plan submitted to Tom Gill at Vale of White Horse DC for comment	
2 August 2023		Suggestions for modifications from Tom Gill	

A survey was designed by Steventon Parish Council and distributed to every household by volunteers the week commencing 16th November 2015 for completion and collection by Monday 7th December 2015. Almost 400 completed questionnaires were received (a 60% response rate out of the original distribution to 658 households). We estimate that we captured the views of 755 Residents which is 67% of the population as at the census 2011. The age demographic of respondents was similar to the 2011 census population. These survey results are available on the Parish Council website and key findings are referred to throughout this Plan.

In January 2016 the Parish Council commissioned Community First Oxfordshire for support with a scoping and sustainability appraisal. This was eventually produced but at a meeting 14 March 2017, following advice from VWHDC it was deemed that it would not be necessary to submit the document. Nevertheless, the information gathered as an output from this exercise been invaluable in its contribution to the development of the Neighbourhood Development Plan. The VWHDC determined that Steventon Neighbourhood does not require a Strategic Environmental Assessment (SEA) and that proposals within the neighbourhood plan would not have a significant impact on the natura 2000 sites and therefore a Habitats Regulation Assessment was not required, **Appendix 4.**

Subsequent questionnaires in 2017 and 2020 have been distributed to addresses, in light of the increased population of Steventon and the completion of new housing developments, to reflect current resident views on housing and experiences of quality and infrastructure within the village. Details of the questionnaires are given in **Appendix 2** and the information obtained in **Appendix 3.**

In parallel with the distribution of questionnaires there have been public meetings held in the Village Hall, articles in the Steventon News and on the Neighbourhood Plan website to provide feedback to residents of Steventon.

Based on evidence provided from the responses to these questionnaires the steering group identified the key issues that the Neighbourhood Plan should address in the pursuit of sustainable development. The objectives evolved during the process of developing the Neighbourhood Plan.

3. Aims of the Steventon Neighbourhood Plan Consultation Process

The aims of the Steventon 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 the community were aware of the development of the Plan by way of use of both the local free magazine, social media, and consultation events:
To ensure that consultation events took place at critical points in the process where decisions needed to be taken.
- To encourage participation in the consultation process by way of engagement across different community groups and residents so that the views of all could be gathered from as wide a range of people as possible, using a variety of approaches, communication and consultation techniques.
- To update on progress at significant stages so as to inform, including through the Parish Council web site; and
- To ensure that results of consultations were used to develop policies to address community and village needs, and thus enable a plan for the village, that would help shape the future of the village for the period of the plan.

Keeping relevant parties informed throughout the process

Throughout the process of consultation and engagement:

1. Open consultation events.
2. Regular updates and progress reports have been published on the Steventon Parish Council website.
3. The steering group has held regular open meetings, sometimes once or twice a month in the early stages, and the times, dates and minutes of all meetings have been published on the Steventon Parish Council website.
4. Throughout the progress of the Plan and updates have been a regular item on the Parish Council Meeting Agenda which is monthly, supported by sub group meeting events reported to the full Parish Council with public participation;

5. All relevant documents, with appendices have been published on the Steventon Parish Council website, initially in draft form, and then in their final versions.
6. Good use has been made of the monthly village magazine 'Steventon News' to publicise events and provide updates through the Parish Column and in features such as for the Regulation 14 Consultation.

Table 2 gives details of key consultations.

Date	Meeting	What we did	Who was involved
11 December 2014	Inaugural meeting of working group	At Stocks Lane Farm to investigate methods required for plan`	Initial working group
21 May 2015	Meeting of the extended working group Stocks Lane Farm	Newly elected councillors Jon Spiller, Chris Wilding and John Clark joined the original working group. David Potter and Ronan Leydon from the Vale of the White Horse attended to tell us how to proceed	working group
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		Plan.	300 people attending
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3 August 2016	Meeting North Star with Will Sparling and Gayle Wootton from Vale	Next steps and support from Vale	Steering
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16 January 2017	Millennium room Village Hall	Devising an invitation to	Working

		tender for both our Landscape & Character Assessments Compiling a Housing Survey delegated to Housing Group Conducting A Local Green Space Assessment delegated to Open Spaces Group	group
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16 th March 2020	UK lockdown due to Corona virus	No meetings for foreseeable future.	
24 th June 2020	Virtual zoom meeting	Taking up the reins	Steering
8 th October 2021		Regulation 14 pre-submission consultation	
12 th October 2021	Millennium room	Open meeting for feedback and comments from the village	31 members of the public attended Working group

3.1 Consultation on the issues and options

Prior to submitting a Pre-Submission Plan, a draft Neighbourhood Plan was reviewed by the VWHDC and comments/recommendations received on 19th July 2021, Table 3.

Table 3 VWHDC Draft Neighbourhood Plan Comments/Recommendations

Ref.	Section/Policy	Comment	Status
1.	Overall	To improve overall readability, you might want to consider inserting paragraph numbers.	Done
2.	Page 3, paragraph 2	Add comma between '(VWHDC)' and 'independent examiner'	Done
3.	Page 3, diagram	In the first circle add the word 'area' between 'plan' and 'designated'	Done
4.	Page 5, paragraph 5	<p>The second sentence does not quite make sense. It seems like it's missing the second part of the sentence. Instead of <i>'In the lead up to the Parish referendum through which the community will vote on if they want the Vale of White Horse District Council to use the Neighbourhood Plan for Steventon to help decide planning application in the neighbourhood area.'</i></p> <p>We suggest the following wording; <i>'Engagement with the local community will continue throughout the process and will include a public referendum where the community will vote on if they want the Vale of White Horse District Council to use the Neighbourhood Plan for Steventon to help decide planning application in the neighbourhood area.'</i></p>	Done
5.	Page 8, Engagement with external planning specialist	The last sentence refers to the VWHDC determining that the neighbourhood plan does not require an SEA. We also determined in the same document that the proposals within the neighbourhood plan would not have a significant impact on the natura 2000 sites and therefore a Habitats Regulation Assessment was not	Done

Ref.	Section/Policy	Comment	Status
		required. It might be useful to mention that a HRA was also not required.	
6.	Page 9, second sentence	Replace 'Local Plan' with 'Development Plan' as the neighbourhood plan will contribute to the development plan as a whole and not just the local plan.	Done
7.	Page 10, objective 10	Remove the word 'planning' between the words 'new' and 'development'.	Done
8.	Page 12, first paragraph	The Building for life' standards has now been updated and renamed to 'Building for a healthy life'. The text should be reworded to reflect this change. It may also be worth adding a link to the standards.	Done
9.	Page 12, second from last paragraph	We have not received the appendix regarding the important views and vistas. If you would like us to review the document, please do share the document.	Done
10.	Page 14, Map	It may be worth showing the listed buildings, listed structures, village greens, causeway and recent development. It will help readers visualise the key characteristics of the village.	Done
11.	Page 16, first bullet point	There may be a typographical error when referring to development policy 30? Is this meant to refer to policy 30 or policy 38 or 39?	Done DP 38
12.	Policy 1 – Housing Development and Local Character	This policy has significantly improved since the last draft we reviewed. At the end of the first bullet point, it may be useful to reference the Steventon Character Appraisal and design statement as follows. 'Development proposals will be supported if they make a positive contribution to the village character through innovative design which has been tailored to the local area and which has had regard to the	Done

Ref.	Section/Policy	Comment	Status
		Steventon Character Appraisal and design statement'	
13.	Policy 2 – Local Facilities and Economy	For presentational reasons, it may be better to remove the bullet point within this policy. Change the word 'development' to 'proposals'	Done
14.	Page 19	It may be worth adding visual images or a map showing the key transport and walking routes as described in the text. This will provide a visual aid to the reader.	Done
15.	Page 19, paragraph 8	There is a typographical error within the first sentence. Instead of 'develops', we propose to change it to 'developments' to help the sentence flow.	Done
16.	Policy 3 – Transport and Connectivity	Within the two bullet points, change 'provide' to 'providing' and change 'to mitigate' to 'mitigating'. This will help the sentence within the policy read better.	Done
17.	Page 22, last paragraph	There is a reference to an appendix 7 regarding important Views and Vistas within the parish. We have not seen this document; however, we would be happy to review this document.	Done
18.	Page 23, last paragraph	The years 1992 and 1993 are beyond 25 years as stated in the second sentence. I would recommend updating the timeframe to 'In the last thirty years...'	Done
19.	Page 24, map	Please make sure you source all your images. Maps for flooding are updated so make sure you include when the information was sourced and update it before you consult to make sure you are using the most up to date information. It would also improve the clarity if you could have a map showing the neighbourhood area with this information displayed.	Done

Ref.	Section/Policy	Comment	Status
20.	Page 24, first paragraph	In the first sentence, replace 'to' with 'should'. Also remove the open bracket next to the second 'to'.	Done
21.	Policy 4 (a) Landscape and Environment	The last bullet point in red is not enforceable within planning and should therefore be removed.	Done
22.	Policy 4 (b) Landscape and Environment – Views and Vistas	For presentational reasons, this policy would be better worded as a sentence rather than with a bullet point. We recommend the policy is reworded to the following; 'As appropriate to their scale and nature, development proposals will be supported provided that it maintains or enhances key views and vistas as set out in Appendix 7.' We have not seen appendix 7, however we would be happy to review the document.	Done
23.	Policy 4 (c) Landscape and Environment - Flooding	For presentational reasons, this policy would be better worded as a sentence rather than with a bullet point. We recommend the policy is reworded to the following; 'As appropriate to their scale and nature, development proposals will be supported provided that it is demonstrated that proposed SUDs infrastructure is appropriate to the specific drainage and groundwater conditions of the development site.'	Done
24.	Page 27 – Building for Life	This has now been updated and rebranded to Building for a healthy life. This update should be reflected here.	Done
25.	Page 28 Timeframe	This will need to be updated to reflect any slight delays.	Done

3.2 Pre-submission, Regulation 14, consultation

The draft Pre-Submission Plan was published in line with the Regulations for consultation on 1st October 2021 until 12th November 2021.

The draft documents were made available to be viewed online through a dedicated page on the Parish Council website Neighbourhood Plan page via the web address and link <https://steventonoxon.org.uk/neighbourhood-plan/>,

Interested parties could also provide comment by way of email using a gmail account established for the consultation steventonneigh@gmail.com.

Following the completion of the Regulation 14, pre-submission consultation the comments have been reviewed and changes made to this updated version, figure 4. In addition to changes to this main document and certain of the policies, amendments have also been made to some of the reports included in the appendices and to the appendices of the plan.

After redrafting of the Plan following this consultation, the re-drafted Plan was submitted to VOWH's Neighbourhood Planning team for further consideration and comment in order to ensure compliance. The VWHC's comments are given below and Actions taken in Table 4. 12 November 2021

Table 4 Pre-submission consultation comments/recommendations

Contact officer: Cheryl Soppet

Cheryl.soppet@southandvale.gov.uk Tel: 01235 422600

Our reference: Steventon NDP



Steventon Neighbourhood Plan (SNP) – November 2021 Pre-Submission Consultation

Thank you for providing the Vale of White Horse District Council with an opportunity to comment on the Pre-Submission Version of the Steventon Neighbourhood Plan. Our comments are in appendix one, which is attached.

We recognise the significant amount of volunteer time that has been spent on working towards your draft plan.

Having seen a complete draft, along with the Evidence Base Report, we are able to offer further advice under our duty to support neighbourhood plans. Our response focuses on helping the plan meet the basic conditions as specified by the regulations.

To communicate our response in a simple and positive manner, we produced a table containing a copy of the relevant section/policy of the NDP, our comments and, where possible, a recommendation.

Our comments at this stage are merely a constructive contribution to the process and should not be interpreted as the Council's formal view about whether the draft plan meets the basic conditions.

We are committed to continue to work with you to progress your neighbourhood plan and if you have any questions regarding our comments, please contact us.ble 4 Pre-submission consultation and Actions taken

	Section/ Policy	Comment/Recommendation	Action
1.	Overall	To improve overall readability and to facilitate the referencing of relevant sections of the plan in future, we recommend inserting paragraph numbers.	Numbers added prior to submitting to VWHDC
2.	Page 9 and 10	<p>Our Corporate Energy Officer has identified on page 9 of the draft Plan it refers to 'endorsing policies that mitigate climate change and reduce our carbon footprint' and then on page 10 it refers to 'ensuring any new development proposals ... conserve energy', however, the plan does not include any policies that would specifically contribute towards these themes. We therefore suggest that the Neighbourhood Plan group may wish to review their document with the aim of adding relevant policies.</p> <p>You can find examples of policies that could be added to your plan.</p> <p>https://www.cse.org.uk/downloads/reports-and-publications/policy/planning/renewables/neighbourhood-planning-in-a-climate-emergency-feb-2020.pdf</p> <p>The neighbourhood plan team would be happy to discuss potential policy options with you. You can also obtain further support from the Centre for Sustainable Energy (link detailed below)</p> <p>https://www.cse.org.uk/</p>	Objectives removed as no real influence at local level
3.	Page 12, first paragraph	The 'Building for life' standards have now been updated and renamed to 'Building for a healthy life'. The text should be reworded to reflect this change. It may also be worth adding a link to the standards. You can find more information here and you can download the document here .	Done

4.	Page 12, first paragraph, last sentence	'Page xx' please amend the 'xx' to detail the appropriate page reference.	Done
5.	Page 14, Map	We suggest showing the listed buildings, listed structures, village greens, causeway and recent development on the map. This would help readers visualise the key characteristics of the village.	Done
6.	Page 16 - Policy 1 – Housing development and Local Character	We have received a comment from our Equality and Inclusivity Officer who identified that you may wish to ensure that green spaces are accessible for all, including elderly and those with impaired mobility (bound gravel paths are normally what is recommended). You therefore may wish to include this within Policy 1 as a recommended criteria for connectivity. This may be relevant for development that delivers new green spaces or improvements to existing recreation spaces. The links below may also be useful in regards to inclusive mobility, cycle paths and play areas. www.gov.uk/government/uploads/system/uploads/attachment_data/file/3695/inclusinve-mobility https://rospa.com/play-safety/services/dda	Done
7.	Page 19	We suggest adding visual images or a map showing the key transport and walking routes as described in the text. This will provide a visual aid to the reader.	Done
8.	Page 22, last paragraph	There is a reference to an appendix 5 regarding important Views and Vistas within the parish. Appendix 5 currently does not contain any information about the specific views or why they are important. This document appears to be unfinished and it is unclear how it informs the policies in the plan. You can use the Cumnor Neighbourhood Plan Important Views Report as an example of how to take your document forward. You can access it via the link below: https://www.whitehorsedc.gov.uk/wp-content/uploads/sites/3/2021/03/Cumnor-Parish-Neighbourhood-Plan-Important-Views-v1.5-16022021.pdf	Done
9.	Page 25 Policy 4b	The policy currently states :As appropriate to their scale and nature development proposals will be supported provided that it maintains or enhances key views and vistas as set out in Appendix 7." There appears to be some confusion in relation to which appendix is relevant. Appendix 7 does not appear to contain	Done

		<p>information relating to important views. The correct appendix appears to be appendix 5.</p> <p>We recommend a further refinement to the policy wording in line with neighbourhood plans recently examined replacing the current policy text with.</p> <p>'Development proposals which would have an unacceptable impact on the local character of an identified important view (as set out in appendix 5) will not be supported.'</p>	
10.	<p>Page 26 and 27 – Building for Life</p>	<p>Please also see our comment 3 above.</p> <p>We note you have taken our comments on board and updated the text to 'encourage' rather than 'require' developers to use the standards. To align the text with this approach, we recommend the following additional modifications:</p> <p>Replace: <i>'Development in Steventon should be exemplary and should ideally secure 12 out of 12 Greens. Building for Life can then drive up design quality standards and ensure only the very best development is permitted'</i> with <i>'Development in Steventon is encouraged to be exemplary and ideally secure 12 out of 12 Greens (please consider appropriate scores in light of the revised toolkit).</i></p> <p>Delete <i>'Building for Life can then drive up design quality standards and ensure only the very best development is permitted'</i>.</p> <p>Delete <i>'The Parish Council working with the Vale of White Horse District Council and appropriate professional design support, will review developers submissions in respect of Building for Life 12 to ensure scores are a true reflection of scheme quality.'</i></p> <p>You may wish to replace the text recommended to be deleted above with text encouraging and/or explaining the benefits of meeting the standards since this is encouraged rather than required.</p>	Done
11.	<p>Page 28 Timefram e</p>	<p>This needs to be updated to reflect the current time scales.</p>	Done
12.	<p>Appendix 5 – Key Views</p>	<p>The document appears to be unfinished and it is also not clear how the document links to the policies in the plan.</p> <p>You may wish to look at the Cumnor Neighbourhood Plan Important Views Report document as an example of a</p>	Document complete

	and Vistas	document that is used well as an evidence base to support the policies in a plan. It has also passed examination. We have provided the link below: https://www.whitehorsedc.gov.uk/wp-content/uploads/sites/3/2021/03/Cumnor-Parish-Neighbourhood-Plan-Important-Views-v1.5-16022021.pdf As your document currently stands it does not do what it is supposed to do for example there are pictures but does not appear to contain any information about the specific views or why they are important.	
13.	Appendix 4a – Stevenston Scoping Report	Appendix 4a is not referred to in the main NDP document. It is clear in the NDP text on page 8 that a Scoping Report was not necessary. However, a lot of work has gone into this document and therefore you may wish to pull some of the information out and include it within the main plan. The inclusion of it as an appendix is slightly confusing and makes the document seem out of date.	Data already included in plan.

Other Consulted Bodies Comments

Date	Consulted Body	Comment
13 October 2021	National Highways	No comments
15 October 2021	Environment Agency	Unable to review consultation – Resourcing issues
31 October 2021	SSE	No comments
3 November 2022	Network Rail	Any development which result in any material increase or significant change in character of traffic using rail crossings should be refused, unless in consultation with Network Rail
9 November 2022	National England	No specific comments
10 November 2022	National Grid	National Grid Assets within Neighbourhood Plan map supplied.

After incorporating the comments/recommendations from VWHDC on the pre-submission documents the VWHDC made further comments on the revised documents. These comments and the actions taken are given in Table 5.

Table 5 Final comments/recommendations and actions taken.

Ref.	Section/Policy	Comment/Recommendation	Action
1	General comment on plan structure	We recommend that you consider using a unique number for each paragraph within the plan document. This makes the plan easier to reference and allows for greater clarity when providing comments on it.	Done
2	General comment on policy boxes	The policies are not currently displayed consistently throughout the plan. We recommend that all policies are displayed in the same way for clarity. The green box used for Policy 1 is distinctive and easy to identify, you may wish to use this for all policies within the plan.	Done
3	General comment on maps and figures	To improve the readability and clarity of the plan document, we recommend that a unique map/figure number and title is provided for each map and figure included within the plan, and that explicit reference is made to these unique numbers within the body of the text itself where relevant.	
4	General comment on map quality	A number of the maps within the plan, such as that showing the Steventon Neighbourhood Plan Area, are of low resolution and difficult to distinguish. We recommend that new maps with enhanced quality are provided to improve the clarity of this plan.	
5	Page 3: Foreword	We recommend rewording the second sentence in the second paragraph of the foreword to ensure that it accurately reflects the process of a neighbourhood plan: <i>'Once the plan has been formally submitted to the District Council, they will consult on the draft plan for a minimum six weeks. All comments will be collated and passed to the Examiner for consideration as part of the examination process. The examiner will consider if the plan meets the basic conditions and recommend modifications where necessary. Following this, the District Council will consider the examiner's recommendations and determine if the plan should proceed to a referendum. If the plan is endorsed by a simple majority of those who vote at the referendum, and the plan will become part of the Statutory Development Plan. The policies developed</i>	Done

Ref.	Section/Policy	Comment/Recommendation	Action
		<p><i>must all be relevant to planning, and therefore can only relate to the development and use of land.”</i></p> <p>The illustration on page 3 of the plan process includes the label ‘Pre-Submission on Consultation’. For clarity, we recommend rewording this to read: <i>‘Pre-Submission Consultation’</i></p> <p>You may also now wish to colour the ‘Pre-Submission Consultation’ bubble in green and the ‘Submission of Neighbourhood Plan to VWHDC’ in yellow as this will match the current progress of the plan.</p> <p>It is unclear what is meant by a ‘living promise’, we recommend further clarity is provided on this point.</p>	<p>Done</p> <p>Done</p> <p>Done</p>
6	Page 4: Foreword	Is there a reason that the first paragraph on this page is in quotation marks? We recommend that this is removed to improve clarity.	Done
7	Page 5/6: Introduction and Background	<p>For clarity, we recommend that the wording in the second sentence of final paragraph of page 5/the first paragraph of page 6 is reworked as follows: <i>‘Engagement with the local community will continue throughout the process and will include a public referendum at the end of the process where the community will vote on whether they want the Vale of White Horse District Council to use the Neighbourhood Plan for Steventon to help decide planning applications in the neighbourhood area.’</i></p> <p>You could also make reference to the pre-submission consultation in here and explain that the local community has shaped the development of the plan as detailed in the consultation statement.</p>	Done

Ref.	Section/Policy	Comment/Recommendation	Action
8	Page 9/10: The Neighbourhood Plan Vision for Steventon and Objectives	<p>We recommend you revisit your vision and objectives to consider if there are any which are currently not being covered by the policies within the plan. For example, one of the objectives states that the aim of the plan is: ‘To improve and protect the natural environment and biodiversity for the benefit of people and wildlife.’</p> <p>There are currently no policies which directly respond to biodiversity or the natural environment objectives of the plan. We recommend you take a look at Policy EV2 of the recently made East Challow Neighbourhood Plan which covers both of these areas. Additionally, you may wish to view the Council’s Neighbourhood Development Plan Policy Examples document which contains examples of a large variety of policies on many differing topics in made neighbourhood plans in both Vale of White Horse and South Oxfordshire which may help to inform other policies you could include to cover other objectives, such as that on environmentally friendly design, which are not currently covered within the Steventon NDP.</p>	
9	Page 10: Objectives	<p>An additional objective states that the plan is aiming: ‘To protect important local green spaces in line with the open space and recreation section of the NPPF’.</p> <p>As with the above comment, there is currently no policy which reflects this objective. Local green space protection and open space and recreation protection are defined differently within the NPPF. Specifically, designated local green spaces are afforded the same protection as that given to land within the green belt (Para 101 – 103), whereas land recognised as open space or that serving a recreational use but which is not designated as an LGS may be developed subject to certain criteria being met including ensuring that any open space lost is replaced by equivalent or</p>	

Ref.	Section/Policy	Comment/Recommendation	Action
		<p>better provision in terms of quantity and quality in a suitable location (Para 98 – 99).</p> <p>Should you wish to identify and designate local green spaces, this would require a policy identifying the spaces to be added to the plan as well as an explanation as to how these sites meet the criteria required to be designated as LGS as defined by Para 102 of the NPPF. You may wish to view Policy L4 of the East Challow NPD for an example of an LGS Policy in use. Likewise, if you would prefer to identify open spaces, we would also recommend that a policy is added which identifies the sites which should be protected in line with the NPPF’s guidance on Open Spaces. Either way, it would be beneficial to include a policy on this topic and to identify the spaces you wish to see protected if this is an objective you wish to carry forward.</p>	
10	Page 11: The Neighbourhood Plan Strategy - Sustainable Development for the Whole Community	We recommend that you make reference to the fact that the three objectives listed on this page are taken from Page 5 of the NPPF. This will improve the clarity of this section.	Done
11	Page 14: Steventon Conservation Areas Map	We encourage you to include the listed buildings and listed structures on this map. This would provide a more complete picture of the heritage assets of the village.	Done
12	Page 15: Housing and Local Character	<p>It is mentioned in paragraph 5 on this page that: “housing developments should provide a mixture of housing to meet the needs of the community”.</p> <p>Currently, housing mixture is not covered in Policy 1 or elsewhere in the policies within the plan. We recommend that you link the evidence you have obtained regarding local housing need into the supporting text and encourage you to add a section to Policy 1 which deals with this issue in greater detail. We would be happy to work with you to develop appropriate policy wording.</p>	
13	Page 16: Supporting text for Policy 1	In the list of documents that support Policy 1 there is reference to the ‘Steventon Village Design Statement’. We have been	

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		unable to find this document on your website. Please could you indicate where this document can be found so that it can be viewed and considered.	Removed
14	Page 16: Policy 1	<p>It is unclear what is meant by the phrase “independent estate-style appearance”. It is important that policies are clear and unambiguous. We recommend rewording this sentence to instead be encouraging as to what forms of development would be supported, for example: <i>‘Large scale residential development proposals will be supported where the layout and massing of the houses within the development reflect the historic grain of development found within the existing village.’</i></p> <p>Greater clarity could also be provided in the third paragraph where it is stated that: “Proposals which deliver beyond the minimum green space requirements set out in the Local Plan will be encouraged.” We recommend that explicit reference is made to Development Policy 33: Open Space of the Vale of White Horse Local Plan Part 2, and that the phrase ‘minimum green space requirement’ is replaced with: <i>‘minimum open space requirement’</i>. This reflects the wording found within the VOWH LP Part 2</p> <p>The penultimate section of this policy relates to the conservation area and development within or adjacent to it. This section requires new development to both conserve and enhance the significance of heritage assets and the contribution of their setting. This topic is already covered by Core Policy 39 of the VOWH LP Part 1 in greater detail. We therefore recommend that this section is deleted.</p> <p>The final section of this policy relates to heritage assets. As no additional locally significant heritage structures have been identified within the plan, this section</p>	<p>Done</p> <p>Done</p>

Ref.	Section/Policy	Comment/Recommendation	Action
		replicates Core Policy 39 of the VOWH LP Part 1 but lacks the detail found in this policy. We therefore recommend that this section is deleted. If wish to identify locally significant heritage buildings through the use of a non-designated heritage assets policy, we would be happy to work with you to develop appropriate policy wording.	Done
15	Page 17: Local Facilities and Economy	<p>We recommend that paragraph 6 is amended to make specific reference to the VOWH LP Part 1 where Steventon is identified as a “Larger Village”:</p> <p><i>‘Classified as a larger village in Core Policy 3 of the VOWH Local Plan Part 1, Steventon has a splendid Village Hall on a large green and sporting facilities centred on a Sports and Social Club.’</i></p> <p>Paragraph 8 on this page states that: “The policy encourages more retail and a catering business”. The policy as currently written does not do this specifically. We recommend that you remove this sentence to avoid confusion.</p>	Done
16	Page 18: Policy 2	The supporting text for this policy references a number of different types of local facilities, including the Village Hall, the Steventon Sports & Social Club, and the Parish Church; however, the policy wording itself only discusses retail/commercial services. We recommend you either reword this policy, so it is clear what it is covering, or add more detail to it regarding these other forms of local facilities. Policies C1 and C2 of the East Challow NDP are examples of policies which both aim to protect existing community facilities and provide support for the development of new ones subject to certain criteria.	
17	Page 19: Transport and Connectivity	The seventh paragraph in this section refers to potential improvements to ‘Footpath 20’. It is noted that this is a community aspiration. We recommend that specific reference is made here to the fact that this is a community aspiration to improve the clarity and understanding of this section.	Done

Ref.	Section/Policy	Comment/Recommendation	Action
18	Page 20: Transport and Connectivity	We recommend that the word 'policy' in the first sentence on this page is replaced with ' <i>evidence</i> ' for clarity.	Done
19	Page 23: Landscape and Environment	In the fourth paragraph on this page, it is stated that: 'Any future work on the village green, such as improving drainage, must be done with care.' For clarity we recommend replacing this text with: ' <i>It is important that any future work on the village green, such as improving drainage, is done with care.</i> '	Done
20	Comments on Appendix 5: Views and Vistas	<p>We recommend that Figure 2 within this document is reproduced with the use of 'view cones' as opposed to the boxes currently used to identify the key views. This would provide greater clarity for developers and decision makers and ensure that the policy within the plan can be implemented effectively.</p> <p>It currently appears that there are multiple views associated with each key view designation. We recommend that each view is given its own unique number and view cone on the map. This will help to improve clarity and ensure the policy can be implemented effectively.</p>	