

The Sedgefield Plan

Planning period 2015 to 2034

Section 3

**Statement of Consultation and community
engagement**

1. **Community Engagement**

2. At its first meeting 'The Sedgefield Plan' steering group decided that the policies and aspirations it espoused would be based on the views and opinions of the community that the plan will serve. Therefore a detailed survey was commissioned to establish a baseline of opinion and it is the outcome of this that forms the basis of the evidence used to justify the policies and assertions of the plan. It was also agreed that the project had to reach all of the community in the designated area many of whom rarely get involved with the issues and concerns that from time to time impact on the lives of residents. It was also agreed that the success of the project's ability to articulate policies that will be supported by the community would be underpinned by capturing views and opinions in a 'broadly based' approach.
3. At the inaugural meeting of the steering group it was agreed that a website would underpin our communications strategy. Its purpose is to provide a platform for informing the community; therefore its sections have been routinely updated with relevant information, meeting dates, agendas and minutes. It hosts press articles, documents and correspondence. The website address is:
www.thesedgefieldplan.co.uk.

Community Survey

4. The first major project was a community survey to gather opinion, views, and concerns, and to establish a baseline demographic profile of the community. The survey was designed and developed in partnership with Public Knowledge (a subsidiary of Dipsticks Ltd) an established research business based in Hexham, who have a successful track record of public surveys in the sector. Public Knowledge were appointed following a detailed procurement process involving members of the steering group and the chair of Sedgefield Town Council policy and resources committee (ref; 18002). Details of the company can be accessed at www.publicknowledge.eu. Design of the questionnaire went through several iterations and scrutiny by the steering group; it was printed and distributed to every household in the designated area in early January 2014. It was also made available for completion online via the website, www.thesedgefieldplan.co.uk . Residents were requested to complete the questionnaire online or in

print format and return it to one of four well known locations where boxes were placed to receive them.

5. There was an excellent response, 665 surveys were completed representing 24% of households, 11.6% of residents and 10.5% of registered voters. The resulting analysis underpins all policy decisions, the survey results are available on the website, the community survey questionnaire and its data analysis can be accessed in the evidence CD (ref; 18007). The key findings of the community survey are shown below and can be accessed in (ref; 18006) of the evidence CD. The full analysis of the survey can be accessed on the home page of The Sedgefield Plan website.
- The most important physical characteristics of Sedgefield are the green spaces around the community, the 'village' centre, the conservation area and the rural atmosphere.
 - More than 50% of residents feel that Sedgefield has the right amount of housing, slightly less think there are too many houses in the area, a small proportion think Sedgefield requires additional housing.
 - Perceptions of current housing stock are mixed but it is clear that respondents feel there is a lack of affordable starter homes, bungalows, and eco/energy efficient homes.
 - There was a high awareness (86%) of Durham County Council's allocation of 470 new houses in Sedgefield, and of the council's preferred site.
 - The majority of respondents would like no more than 50 new houses

 - Respondents cited energy efficient well designed homes as important and that 'design for security' is important.
 - Facilities that are key to the character and infrastructure of Sedgefield such as the high street shops, and the doctor's surgery are of greatest importance.
 - Respondents are concerned that community expansion will put pressure on existing facilities and amenities and the infrastructures ability to cope with increased traffic and parking.
 - 55% of respondents prefer no more than 50 new houses, 12% up to 99, 13% up to 149 and 10% up to 299.
 - Style/type of housing; 60% bungalows, 55% small starter homes, 35% semi-detached, 33% detached, 19% executive homes, 17% flats and apartments, 13% terraced houses, and 12% large homes.
 - Development priorities; 90 % energy efficiency is important, 89% building design is important, 84% security is important, 69% access to green spaces important.

- Sedgefield is a true community; it enjoys its green spaces and rural atmosphere, it is willing to accept development but no more than 300 houses, and it has strong preferences for the types and design of new homes.
6. Sedgefield Development Trust publishes a monthly newsletter 'Sedgefield News' (ref; 27001) to which the steering group contributes a column. It is used to inform and update residents on the latest information and intelligence, and to request their engagement in various meetings and activities as they are planned. Sedgefield News has also been used to publicise policy brainstorming events and to encourage feedback via emails and phone calls.
 7. It became clear that as intelligence was gathered and a clearer knowledge and understanding of the project developed, that Sedgefield was a 'community under siege' from a wide range of developers who saw opportunities around the fringes of the central settlement. It was important to publicise the extent of this interest and to gauge community opinion on its desirability and suitability for the future growth and development of Sedgefield. A questionnaire and map identifying potential development sites was distributed door to door to all households and the results which form the basis for policy in this document and can be accessed in (ref; 12018) (ref; 12018a) on the evidence CD.
 8. In addition to the initial community wide survey the project surveyed young people through a specifically designed questionnaire that was predominantly distributed via local schools. The questionnaire was distributed to the upper classes of the two primary schools, all of the Sedgefield students at the community college and to Sedgefield students at two faith schools and a public school. The response rate was very good, over 50%, and the results are available on the website. It is interesting to note that the schools used the exercise as part of the maths curriculum. The results can found in (ref; 18009) of the evidence CD.
 9. The project has engaged with a large company of community volunteers who have distributed leaflets and surveys from door to door. The steering group also organised policy planning sessions and

a policy seminar with Planning Aid that was helpful in identifying and constructing policy

Young Peoples Survey

10. The young people of Sedgefield have a long term stake in the growth and development of the community and so it is important to understand their views and opinions. We designed, developed and distributed 750 questionnaires to the upper classes of Sedgefield Primary School and Hardwick Primary School, and to Sedgefield students at Sedgefield Community College. We also distributed it to two external faith schools and a public school attended by some young people from Sedgefield.

11. Some of the schools used the questionnaire as an exercise in statistics, 352 (50%) completed questionnaires were returned. The complete analysis is available on the website, the key findings follow below: (ref; 18009a)

- 195 boys and 157 girls responded, of those 318 were at school in Sedgefield and 34 went to an external school.
- The majority enjoyed the green spaces, surrounding farms, parks and countryside.
- Facilities and amenities such as the doctor's surgery, the high street shops, dentist and banks are a high priority.
- 28% thought there are enough houses in Sedgefield, 57% thought there are too many houses
- 28% were aware of Durham County Council's allocation of houses in Sedgefield
- 37% would accept up to 300 new homes, 16% thought there should be more starter homes
- A high number of respondents want investment in facilities for them such as youth facilities, and they rate organisations such as scouts, cubs and brownies as very important.

12. On the 12th June 2014, members of the steering group met with Durham County Council, Head of Planning and Assets to discuss emergent issues that required clarification. Durham County Council and the Sedgefield community have a shared interest in the success of both the DCC LP and The Sedgefield Plan so regular meetings to update shared knowledge and to exchange advice have been helpful. The meeting was minuted see (ref; 15007) in the evidence CD.
13. A second meeting at this level took place on the 5th December 2014 when the proposed housing allocation was discussed against the background of multiple planning applications from aspirant developers that if successful could result in an additional 3000 houses. Assurances were given that this was unlikely to happen and officers helpfully produced an infrastructure review to advise the development of the Sedgefield Plan. A minute of this meeting can be accessed at ref; (ref; 15007a) in the evidence CD.
14. It has been a guiding principle of the process that there should be a culture of no surprises in the relationship with the strategic authority so on October 21st 2014 members of the steering group met with the planning department of Durham County Council for a 'peer review' exercise on the emerging strategy and policies of The Sedgefield Plan. The event was very helpful and the notes are to be found in (ref; 15007a) of the evidence CD.
15. On the 4th December 2014 the steering group met with DCC planners, planning aid and planning advisors for a technical review of The Sedgefield Plan, it was a constructive event that identified issues such as the SEA and HRA requirement. The advice and guidance received has been incorporated in the final draft of the plan.

Public/community meetings

16. As the plan has evolved it has been necessary to engage and inform the community of progress and issues emerging from the process. As a result of the work of the thematic groups, meetings with developers and landowners, utility companies, the schools and Durham County Council the community had gathered a great deal of intelligence and

information on the aspirations of developers, the constraints of existing infrastructure and the potential impact on the community, so the steering group decided that it needed to 'share its accumulated knowledge' with residents.

17. Public meetings were held on 10th and 11th of March 2014 (ref; 17001a) to share intelligence with the community and to seek input and suggestions to the on-going process. The meetings were advertised by leaflet drop to every house and took place in the Parish Hall which was filled to capacity on each evening with a total of 240 people attending over the two days. Following presentations the community was invited to use 'post it notes' to express opinion, make suggestions or offer advice. The report is available on www.thesedgefieldplan.co.uk

18. A second round of public meetings were held on 11th and 12th August 2014 (ref; 17002) to enable the steering group to 'present emerging draft policies' and to seek suggestions and issues. The meetings were advertised by leaflet drop to every house in the community and were held in the Parish Hall, with 180 residents attending over two nights. A1 posters of draft policies including the concept of a 'built up area boundary' were mounted on the walls of the hall. At the end of each presentation there was discussion and debate followed by a show of hands to gauge support for the draft policies and general direction of the plan, support was unanimous on both evenings.

19. A third round of public meetings were took place on 3rd and 4th November 2014 (ref; 17004) to enable the steering group to present the first draft Sedgefield Plan to the community. Copies of the plan were distributed in the surgery, Ceddesfeld Hall and No 4 Café for people to read and it was posted on the website, visitors to the website trebled in the period prior to the meetings. The leaflet publicising the meetings was distributed door to door and indicated where people could read the plan. 120 residents attended over both evenings, there was a good discussion and debate raising a number of ideas and suggestions, resulting in a unanimous vote in favour of the draft plan and its policies.

Schools- provision, capacity and issues (ref; 18009b)

20. Within the designated parish Sedgefield has three schools that have a significant role in the future development of the community. The Sedgefield Plan steering group held meetings with the head teachers and some governors to better understand the issues that concern them in the planning period and to gauge the potential impact of new homes in the community.
21. Sedgefield Community College (SCC) is relatively new replacing a building constructed in the 1960's that had become inadequate. Along with the other schools serving Sedgefield it is very successful and a considerable asset to the community. The college currently has an intake of over 850 which is forecast to rise to over 975 by 2017 19% of which come from Sedgefield. The school draws its students from a wide area including Sedgefield, Coxhoe, Ferryhill, Fishburn, Trimdon, North Stockton and Gilesgate in Durham City. SCC aspires to include a sixth form but needs to expand soon to accommodate its anticipated roll to 2017. It proposes the sale of two acres of land for housing that would fund class room expansion.
22. Hardwick Primary School is also very successful and has a pupil roll of 240, this schools intake has doubled in two years and forecasts an annual intake of 30 new pupils.
23. Sedgefield Primary School is also very successful and has a current roll of 202 pupils against a capacity for 238; its annual intake is 34.
24. St William's RC School is located in Trimdon and has a roll of 104, 40 of whom come from Sedgefield. The school is successful and has no capacity problems but is concerned at the cost of transport for parents to get their children there.
25. All of the primary schools reported concerns about the lack of nursery provision especially for two year olds.

Landowners, Developers, Utilities and Institutions

26. During the course of the research and consultation period of The Sedgefield Plan's development the steering group has met with a number of landowners, developers, utilities and institutions.

27. **Durham Diocesan Board of Finance (DDBF)** is the landowner of the 'Eden Drive site' that lies to the south of the settlement. It is the intervention of a letter from DDBF to DCC (ref; 14011) (see: www.thesedgefieldplan.co.uk) that appears to have been the catalyst for the disputed increased housing allocation in the LP from 300 to 470 new homes. DDBF are represented by Smiths Gore and have submitted an application to build 450 houses on this site which has been designated 'green wedge' in the saved policies of Sedgefield Borough Council referred to elsewhere in this plan.
28. **Story Homes**; represented locally by Nathaniel Litchfield and Partners, is a Carlisle based developer that has acquired a portion of the DDBF land and has submitted a planning application to build 113 houses. Meetings with Story Homes have focussed on their plans to reroute the existing Stockton Road from its historic position, recreating it as a fourth exit from the A689/A177 roundabout through their development, which has raised considerable community alarm and objection as it will remove the traditional entrance to the community and replace it with an inadequate road through an estate. (ref; 14019) Story Homes have stated that they are content for Stockton Road exit and entrance to remain unchanged despite the new entrance to the proposed new estate from the A689 roundabout.
29. **ESRG/Gradon**; ESRG is a London based financier/developer who are represented locally by Gradon Architects. Together they have submitted an application to build 460 homes on two separate sites known as Beacon Lane and Salters Lane. The company claims that this is an alternative to the Eden Drive site, but has also revealed its ambition to build 2000 homes in the longer term on adjacent farmland, on which it has options. (ref; 14022)
30. **Kildrummy**; is a property consortium which has a freehold interest in 4.8 acres of land at Salters Lane on the edge of the village. The site currently lies within Salters Lane Industrial Estate and Kildrummy lease their site to Pactiv, a plastics manufacturer, who themselves own a freehold interest in adjoining land. Together the two land ownerships compromise around 7 acres. It is currently unclear whether Pactiv will seek to renew their current lease when it ends in 2019, and against this background, Kildrummy have made representations to Durham County Council seeking changes to the site's planning designation which would enable the site to be brought forward for a range of potential alternative uses in the future, including housing. Should the site be vacated by Pactiv, there is considerable support from within the local community for this site to be redeveloped for residential

purposes, particularly given its prominent gateway location and brownfield status. (ref; 14009,14009a,12028)

31. **Strutt and Parker/Aecer Associates Ltd;** are the agents for the old community hospital site on the Fishburn Road; it is a potential brownfield site for new homes. Discussions with their London office have been preliminary. Subsequent discussions with Aecer Associates Ltd, the marketing agents for the site, have revealed that the owners are currently considering their options for the site and a decision is pending. (ref; 14014)
32. **North Yorkshire & South Durham Properties/ Youngs RPS;** this company has submitted an application to build 42 homes on a site known locally as the triangular field, adjacent to Stockton Road. The site is of historical importance to the community and it is located in the 'green wedge'. (ref; 14006)

Utilities

33. **Northumbria Water Ltd (NWL)** meetings with NWL have focussed on the capacity of the existing sewage processing plant to the south of the A689, and the overflow provision that is currently a small stream adjacent to houses in The Leas which has been a serious cause for concern. NWL has informed the steering group that the current capacity of the sewage works can accommodate a maximum of an additional 300 homes in Sedgefield, and that it has no plans to upgrade the processing plant until the next planning round in 2018/2020. This indicates that work, if agreed, is unlikely to start until 2020 which was confirmed by letter following a meeting on 11th November 2014. NWL informed the steering group that the processing requirement of the 330 caravans to be located on a 'park living' site on Brakes Farm (construction due to commence in 2015), has been accounted for; the site will store sewage and pump overnight to the main sewer in Station Road, the Hardwick Hall Hotel currently uses the same procedure. The steering group has drawn the attention of NWL to the long term flooding with sewage that occurs on the sports field to the east of Station Road that may be exacerbated by additional pumping from the caravan park. (ref; 12030, 12031,12032,12033a) Winterton Park and locations to the north of Sedgefield are served by a processing plant adjacent to Fishburn.

34. **It is the view of the community that no further pumping should commence until thorough investigation of the flooding has taken place and measures to ameliorate the situation have been agreed and actioned.**

Institutions

35. **The Council for the Protection of Rural England (CPRE)** ; Has challenged the population statistics published by the office of national statistics (ONS) that were used to justify the housing allocation by DCC, and have supported the existence, under the saved policy E4 of Sedgefield Borough Council, of the 'green wedge' to the east of the community that included the DCC preferred site of Eden Drive. The inclusion of the site in the register of green spaces is noted elsewhere in this document.
36. **Durham County Council**; the steering group agreed from the start of the project that liaison with DCC was important and that there should be a culture of no surprises. DCC assigned a member of planning staff to attend steering group meetings and provide advice and guidance as the project developed and this has proved to be very helpful. Members of the steering group has also had 2 meetings with DCC's Head of Planning and Assets to seek clarification on issues emerging from the core strategy. This resulted in agreement to engage in a 'peer review' of The Sedgefield Plan prior to production the plan for approval by Sedgefield Town Council, the community, and submission for inspection.
37. **Planning Aid**; the steering group has worked with the local representative of Planning Aid who has advised on technical issues, provided advice and guidance on the structure and completion of the plan and has organised a policy seminar to educate.

Neighbourhood Planning Process

38. Submitting a Neighbourhood Plan for Durham County Council Planning Department scrutiny and Inspection by Her Majesty's Planning Inspectorate. It should be noted that The Sedgefield Plan steering group embraced 'good practice in public engagement and consultation' as a template for the consultation process.

39. NPPF contains basic requirements that must be followed to ensure The Sedgefield Plan meets the requirement for approval pre-inspection. The Plan must include:-
- A map of the defined parish area that the plan relates to.
 - A Consultation Statement
 - The proposed Neighbourhood Plan
 - A Statement explaining how the plan meets the 'Basic conditions'
40. The following indicates the process that Sedgefield Town Council (STC) and The Sedgefield Plan steering group followed from inception to the completion of the Sedgefield Plan prior to submission to Durham County Council Planning Department for its scrutiny and subsequent inspection.
41. **Pre-plan Stages A and B** – Sedgefield Town Council, as the qualifying body, called a meeting to set up an independent Neighbourhood plan steering group to carry out the activities required to produce a plan for Sedgefield that would represent the aspirations of the residents of the Town and outlying areas. See letter (ref; 16002) referring to meetings held on 7th and 22nd Oct 2013. A discussion document "A Neighbourhood Plan for Sedgefield" (ref 16003) was introduced and used by the newly formed steering group to formulate its ideas at meetings on 13th and 26th November 2013 (ref;16005)(16006/7).
42. The first meeting with a Durham County Planning representative was held on 17th October 2013 where Stuart Carter outlined the proposals expressed by Durham County Council (DCC) in their draft Local Plan (LP) (ref; 15001) further meeting was arranged for 21st November 2013.
43. The defined parish boundary for Sedgefield was agreed with STC and The DCC.(ref 12003) under section 61G of the Town and Country Planning Act 1990

Stage C – Plan Preparation

44. On appointment by STC, the Sedgefield plan steering group defined the specific topic sections required to gather intelligence and information and established methods to encourage public participation and involvement in the development of the plan.

45. Specific topic groups were formed under the following general headings:-

- Communications.
- Housing
- Local Economy
- Community and Environment
- Infrastructure.

46. The topic groups gathered and assembled intelligence and information to underpin the basis of the plan, and the steering group engaged with 'Planning Aid' through the regional representative who provided advice, guidance and documentation to assist in the process. (ref 16001)

47. It was determined early in the process that the steering group needed to create a baseline study of community opinion and preferences to underpin the development of the plan. It was agreed to appoint an independent research company to carry out the work and as a result enquiries were made and bids were invited and submitted. Following a procurement process Public Knowledge Ltd were appointed to develop a questionnaire in partnership with steering group and this was completed 22nd December 2013 ready for distribution on the 13th January 2014.

48. Questionnaires were distributed throughout Sedgefield and the defined parish, by hand to each household and by post to residents in outlying areas. Completed questionnaires were requested to be returned to the Town Council Offices, No4 Café, Ceddesfeld Hall and the GP Surgery. These were returned to Public Knowledge for analysis and report.

49. In parallel with the development of the questionnaire, the specific topic groups gathered and assembled information for each topic, Topic group meetings were held to analyse data and make recommendations to the steering group. 2011 Census information specific to Sedgefield was obtained to assist with demographic profiling and at this stage proposals by developers to build in excess of a 1000 homes on seven sites comprised of green spaces at the perimeter of the town.

50. In October 2013 DCC LP was made available for public consultation prior to being submitted for public examination in public. The LP allocated 470 new homes for Sedgefield to be built on land designated on the perimeter of Sedgefield these proposals were rejected by the community after the DCC consultation and this has impacted on the development of the Sedgefield Plan in the matter of its general compliance with DCC core strategy.

Statement of Community engagement and statutory Consultation

51. In compliance with Section 15(2) of Part 5 Neighbourhood Planning regulations, this statement contains details of:

- The process of engagement with residents, land owners and developers within the defined Plan area.
- Summary of community engagement.
- The individuals and organisations that were consulted about the proposed Neighbourhood Plan and the methods employed for this.
- Summary of Public consultation- the main responses and concerns raised by individuals and organisations consulted.

52. The process of community engagement and public consultation are viewed as two separate issues:-

- **1a and 1b Community Engagement** are concerned with the process by which the residents and those owning land or businesses within the neighbourhood plan area were informed about and consulted on the development of the Plan.
- **2a and 2b Statutory Consultations** are concerned with the Statutory process of consultation with all interested bodies once the draft neighbourhood plan is produced.

1a Community Engagement

53. As detailed above Sedgefield Town Council called a meeting of those interested in helping develop a Neighbourhood Plan for Sedgefield.

54. An independent steering group was formed and specific topic groups defined (Communication, Housing, Infrastructure, Local Economy, Community and Environment) residents were invited to help with the particular topic that held their interest. These meetings were advertised on the parish notice boards and at meetings held in various venues including the Parish Hall, to encourage volunteers to help or to

learn more about the process of producing a neighbourhood plan for Sedgefield.

55. From the outset it was recognised that it was essential that the creation of the plan should be inclusive and systematic and a variety of methods and formats would be used to achieve this.
56. As stated above, the steering group has worked closely with STC and with Durham County Council planning department throughout the process of the development of the Plan.
57. An extensive consultation process was undertaken to ensure that everyone living, working or owning land within the defined plan area had the opportunity to express their views and opinions. Meetings were held with all landowners, builders and developers with options on the land they wished to develop. The consultation process also included six separate public open consultation meetings held in the Parish Hall and access to the information made available in the town council offices, the library, Ceddesfeld Hall (Community Centre) and the Sedgefield Plan website www.thesedgefieldplan.co.uk. As stated above a comprehensive household survey, young people's survey and business survey were commissioned and completed. The analysis for these surveys underpins all of the assertions and policies of the Sedgefield Plan.
58. At all stages the views, opinions and suggestions of residents were welcomed and collated through question and answer sessions and in writing e.g. by post, notes during or after public presentations and discussions. 19000 leaflets were printed and distributed to all households to advertise specific public meetings, events and surveys. Information about the neighbourhood planning process was made widely available to all residents. Leaflets were delivered door to door by volunteers to invite residents to participate in surveys, events and public meetings, on every occasion return dates were indicated and as some areas did not receive their copies until later than planned, the specific consultation period was extended to give all the opportunity to complete and return.
59. Completed community survey questionnaires were returned to the steering group and subsequently delivered to Public Knowledge Ltd for analysis and report in late January/early February 2014. The

analysis indicated that of the total of 2438 households 665 surveys were completed - representing 24% of households and 11.6 % of the population, this is an excellent robust response. A subsequent young people survey was distributed to the upper classes of the Secondary and Primary schools and of 750 questionnaires distributed, 352 were returned (50%) see 18009a for findings.

60. A survey of the businesses in the Sedgefield area, comprising the High Street, Industrial Estate and Netpark was undertaken with a limited response (see ref 21001) this was carried out by drop notice and followed up by telephone. We discovered that many of the businesses although they engage with the community are not prepared to provide information on their businesses.

61. The initial findings from the community survey questionnaire was presented to the residents at Public meetings held in the Parish Hall on the 10th and 11th March 2014. These meetings were well attended by a total of 240 residents over the two evenings who indicated with a show of hands the first comprehensive draft of The Sedgefield Plan was presented to the residents on the 11th and 12th August 2014 in the Parish Hall and as always attendance was recorded by signature on both evenings. The assertions and draft policies of the plan were presented by PowerPoint. Presentation and included the introduction of a 'Build Area Boundary.' The meetings were well attended by 180 residents over the two evenings. A question and answer session after the presentation enabled residents to suggest additional material to be incorporated into the plan. A show of hands indicated a 98% approval for the draft policies presented (see reference 17001 'presentations to residents').

62. Members of the steering group together with some town councillors and volunteers attended they were;
David Bowles , Morton Spalding, Sarah Guest, Tony Guest, Julie Archer, Liz Mitchell, Kieran Meighan, David Walker, Chris Lines, Alan Blakemore, Gloria Wills, Rachael Lumsdon

1b) Summary of Community engagement

Activity	Date	Comment
Parish Council meetings to agree to produce Neighbourhood Plan	7 th & 22 nd Oct 2013	Meeting held in TC Offices with members of Public & councillors
1 st Meeting SDP to discuss Plan Hardwick Hall	29 th Oct 2013	Consult on DCC involvement and Community
Development of questionnaire	13 th Nov 2013	Consulted on what it should contain
The Sedgefield News Public notice on meeting	20 th Nov 2013	The Sedgefield news public notice of meeting
Dipstick basis of Questionnaire	22 nd Nov 2013	Meeting on proposals
Steering Group Meeting	26 th Nov 2013	All SG meetings Open to Public
Aycliffe TC meeting on Proposed Neighbourhood plans	28 th Nov 2013	TC Meeting to discuss plan formats – Planning Aid
Meeting on draft Questionnaire	13 th Dec 2013	Check pre- printing
Distribution of Questionnaires	10 th Jan 2013	SG members and public assistance
Meeting Business Section	21 st Jan 2014	Meeting open to public
Community & Environment Topic Group report	21 st Jan 2014	Notes for SG & public discussion
Complete Questionnaire Distribution	24 th Jan 2014	SG and public assistance
Aycliffe TC presentation on requirement of Neighbourhood plans	30 th Jan 2014	TC Meeting to discuss plan formats – Planning Aid
Steering Group Meeting	26 th Feb 2014	Discussion on plan survey comments

Public meeting posters and Flyers	26 th Feb-5 th Mar 2014	Posters and flyers distributed by helpers to each household and places in prominent places
Public Meetings Parish Hall to discuss findings of Questionnaire	11 th / 12 th March 2014	Public participation on findings of questionnaire and its use in Plan for Sedgfield
Consultants interviews	19 th / 21 st March 2014	Several consultants interviewed as advice required to develop Plan
Steering Group Meeting to discuss consultants	24 th Mar 2014	Fairhurst quote and review of scope TC open to public
Consultant Fairhurst meeting	1 st Apr 2014 15 th May 2014	1 st Meeting to consolidate representation for DCC plan and our Neighbourhood plan
Meeting Town Council Offices re locality and original TC proposals to DCC	21 st July	Meeting to discuss original proposal for only 300 houses- open to public
The Sedgfield News Progress report on Plan	3 rd July 2014	Report in Sedgfield News and invitation to read website info
Steering Group notification documents for Public meeting on Draft Plan to be held on 11 th 12 th Aug 2013		Flyers posted around village to all resident giving notice of meeting and where hard copies can be inspected
SG meeting pre public meeting to discuss the Sedgfield Draft Plan	7 th Aug 2014	Meeting to discuss presentation to public on 11 th 12 Aug 2014
Presentation to Public on the Sedgfield Draft Neighbourhood Plan	11 th & 12 th Aug 2014	Full public participation on each night and a full list of questions addressed during meetings

Steering Group Meeting	15 th Sept 2014	Minutes and agenda for Oct meetings open to public
Steering Group Meeting	21 st Oct 2014	Discussion on amendments to plan pre discussion with DCC
Finalisation of Draft Sedgefield plan before presentation to Community on 16 th Dec 2014 and the Town Council 5 th Jan 2015	12 th Dec 2014	Documentation for public presentation of near final draft plan

2a) Statutory Consultation: The persons and bodies consulted on the Neighbourhood Plan and methods used for this

63. The Steering Committee considered the most effective ways by which the consultation process could be carried out with the residents on 'The Sedgefield Plan'. The steering group decided to use as many ways as possible to reach the wider public and stakeholders. For example use of hand flyers through doors, e-mail, website, post and the Sedgefield Newsletter as well as hard copy documents, notice boards, the Library, Town Council Office, Ceddesfeld Community Centre.

64. The Sedgefield Plan Group encouraged the public to respond to the consultation exercise and made it clear it was keen to hear the views, opinions and suggestions of residents and stakeholders so that the plan would reflect the views of the community. The plan was that the consultation should be progressive with a wide range of respondents so that to maximise leading up to the publication of the first draft of the Sedgefield Plan which was introduced to the community at the public meetings on the 11th and 12th August 2014 where the residents views and suggestions were expressed and incorporated. The views of DCC planners were sought and considered and incorporated.. This was followed by a number of meetings of the steering group, with DCC planners, planning reviews, technical reviews and meetings to refine the draft plan prior to it being reviewed by Sedgefield Town Council on the 5th January 2015. A final meeting of Sedgefield Town Council to consider and approve the draft plan was proposed for the 19th January 2015.

65. The Steering group believe that it has done all possible to involve and engage with the local community and those who might be impacted by the plan and have sought the views of the relevant statutory Bodies and stake holders. The consultees' views have been taken into account when considering how to articulate the plan that will meet the residents aspirations and to achieve a successful inspection outcome.

2b) Summary of Statutory Consultation: who was consulted, timing and Method by which the public were consulted and the results of the consultation

Activity	Date	Comment
Landowner Durham Diocesan Board of Finance letter	8 th Jul 2011	Outlines proposal to DCC on large Development in Sedgefield
1 st Meeting Stewart Carter DCC Planning Representative	21 st Nov 2013	Introduction meeting re-DCC involvement
North Yorkshire/South Durham Properties / Young RPS alternative but on green wedge	8 th Dec 13	Previously proposed under Sedgefield Borough Council
2 nd Meeting Stewart Carter	17 th Dec 2013	Background info on the DCC plan and impact on our plan
Meeting DCC Planners Durham County Hall	26 th Feb 2014	Express public concern on proposals for the amount of development proposed for Sedgefield
Meeting with Principals of all schools serving Sedgefield	24 th Jan 2014	Open discussion on the requirements and concerns regarding schools capacity
Story Homes Developer H57 Eden Drive site	23 rd Jan 2014	Meeting held to discuss development proposal
Smith Gore representing Durham Diocesan	23 rd Jan 2014	Developing scheme for outline planning to be sold on Both these schemes represent 470 new

		houses
ESRG / Gradon Developer for Beacon Lane / Salters Lane – alternative to H57 Eden Drive site	4 th Jun 2014	This group were putting forward these sites as an option to Eden Drive
Kildrummy / Pactiv site currently industrial proposal for removal 2019 for housing	28 th Apr 2014	A possible brownfield site, public advised
The Old Winterton Hospital (brown field) site	April 2014 to Date	This site has been available for 11 years and is now seeking a change of us to housing rather than secure hospital
DCC Planners Meeting Spennymoor S Timmis	12th june 2014	discussion on our proposal as against DCC draft Plan
Workshop Meeting	12 th Jun 2014	Plan Development
Meetings Sedgefield Community College head Teacher Dave Davis	3 rd Jul 2014	To discuss school extension requirement and removal of old farm area for 36 houses
TC meeting re DCC Draft Plan public inspection	18 th Aug 2014	Meeting discussed how TC would be represented at DCC public inspection.
DCC Plan Public Inspection at Chester Le St	25 th Aug 2014	SG & TC representation at DCC draft Plan inspection that impacts on the Sedgefield Plan
Nothumbrian Water Limited various meetings to address sewage disposal – 300 houses max until 2025	24 th Oct 2013 to 13 th Oct 2014 11 th Nov 2014	Various meeting held with NWL to establish capacity of current sewage Disposal and Water capacity – public informed during public meetings
Meetings with Electrical suppliers, Telecoms and Gas	16 th Dec 2013	With the exception of the sewage disposal and

	To Jan 2015	water pressure requirements all could meet the supply requirements for further development
DCC Plan meetings	20 th Sept 7 th 28 th Oct 2014	Public Meetings on the DCC Draft plan and TC, TSP group objections
DCC Planners Meeting to review the Sedgefield Plan Draft Document with amendments Peer review	21 st Oct 2014 4 th Dec 2014	Peer review carried out by S Carter and team with comment on TSP content
5 th DCC meeting S Timmis at County Hall to outline plan policies and proposal for next stage	5 th Dec 2014	Open meeting to discuss the elements of our Sedgefield Plan and our proposals.
Present the updated Draft Sedgefield Plan for TC comments	5 th Jan 2015	The TC were given hard copy and electronic copies of the Plan to review prior to 5 th Jan meeting – comments by 9 th Jan 2015 for inclusion in final draft.
Meeting A Walton regarding Recreation and Golf - recreational	7 th Jan 2015	A meeting was held to consolidate the information regarding the Quadbikes and the approved land usage for reference in the Plan
Meeting with the Sedgefield Bowls club	6 th Jan 2015	A meeting was held to update the information from the Bowls Club for reference in the Plan
TC final review of The Sedgefield Plan	19 th Jan 15	Review prior to preparation to go forward to DCC for inspection

