



Tatsfield Neighbourhood Plan

Consultation Statement

First draft: October 2022

Update: April 2023

Regulation 16 version: November 2023

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Appendix A

Summary of events – Tatsfield Neighbourhood Plan Consultation streams

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Consultation documents as evidence in support of the timetable in Appendix A

Non-Technical Summary:

PLEASE NOTE that as this document has been a multi person effort from many different medias, fonts and spacing may have been lost by the cut and paste process but it does represent the original documents that they refer to, from their original form.

Evidence gathering

The Group started gathering the evidence for the Neighbourhood Plan in 2017 where members put together a set of S.W.O.T. papers (Strength, Weaknesses, Opportunities and Threats) which formed part of the first consultation held on April 2018. A 2-day consultation was held in the Parish Room, Tatsfield village centre, on a weekday evening and a weekend to try allowing for as wide an attendance as possible. Comments were received and recorded and used to formulate the ongoing plan.

Initial Plan Drafting

The Group through a series of committee meetings, to which the public were invited, then started to build the plan from the evidence that was gathered, which at the time included a Site Option and Assessments for the possibility of Housing by AECOM and a Housing Assessment Needs survey that was undertaken by Tatsfield Parish Council to assess the needs of the Parish. Although the Housing section of the Surveys was not continued the sizes and type of housing was left within the plan for the Tatsfield Parish Council to follow up any time in the future should Housing become possible to cover the needs of the Parish.

Draft Plan (Regulation 14)

Although completed in September 2020 the Group were unable to go to Consultation until early 2022 where a six week consultation took place between 20th February 2022 and 4th April 2022 due to the Covid restrictions that were put in place in the interim. As soon as the Covid restrictions were released the Group met again and started formulating the Regulation 16 submission copy by including the new set of comments and responses received from internal and external consultees. Feedback was received from the local community and statutory authorities via the online survey, written emails, feedback forms and post-it notes completed at the open days.

27 people completed the online survey. 78% said that they supported the Neighbourhood Plan, 15% said they did not support the Plan and 7% were unsure. Issues were raised in the consultation feedback, and they can be found in 7.4 of the consultation statement below.

The group finally submitted the Regulation 16 copy to the LPA (Tandridge District Council) in late October 2022. The report was noted and agreed that the Council publicise for consultation for a period of 6 weeks during November/December 2022: Planning Policy committee 24 November 2022 – Agenda Item 11.

Despite this and due to loss of a number of Planning Policy staff at the turn of the year 2023, the plan was not publicised and was reviewed by different staff to different degrees meaning that the Plan as submitted was altered in line with the many comments from the LPA until finally the Plan was resubmitted to the LPA in October 2023.

Pre-submission version (Regulation 16)

A further change of officer required the Group to revisit the plan in line with the new Officers thoughts and recommendations and updates and the final plan was agreed and accepted on Thursday 23rd November in time for the Regulation 16 consultation on the Tatsfield Neighbourhood Plan starting Friday (1st December) which will run for a period of 8 weeks (as it's over the Christmas period), until Friday 26th January 2024.

1. Introduction

The policies contained in the Tatsfield Neighbourhood Plan have been developed following extensive interaction and consultation with the local community and businesses as outlined in detail below.

This engagement process has been an integral part of the work since the inception of the Neighbourhood Plan in 2017 and has included articles in the parish magazine, local magazines, newspapers and Surrey online, surveys, public exhibitions and handouts and presentations to the local community. As well as the use of social media through Facebook and Tatsfield Talk.

- a. The consultation included every household in the parish and every business within the parish.
- b. The consultation included all of the designated statutory bodies as defined by the advising TDC officer at the time.
- c. Consultation of villagers was undertaken by every means available during the entire process until the date of this rewrite, including the parish magazine which is delivered 10 times a year to each household, where articles and news and information was included as well as times of the next meetings, exhibitions and public consultations. Use was made of social media via Tatsfield Talk a media specifically for the villagers. Posters were displayed in the village centre giving dates and times of public consultations. A Housing Needs Survey was undertaken, with the assistance of Tandridge District Council, and posted to every property on the electoral register and responded to via a Survey Monkey survey. An email account Tatsfield.plan@btinternet.com was set up solely for the delivery and receipt of responses relevant to the plan. Businesses were consulted with a specific survey questionnaire with responses being delivered back to the Aileen McHugo Building, the Parish Council's administration office.
- d. The Regulation 14 notice was distributed by the means outlined above with a declared end date, although we considered this to be very much open ended. We therefore received responses way past the deadlines each time but continued to include them in the process.

A draft of the content of the article in the parish magazine for April 2022 is shown here:

TATSFIELD NEIGHBOURHOOD PLAN
IMPORTANT UPDATE FOR ALL RESIDENTS

The public consultation of the Tatsfield Draft Neighbourhood Plan runs from 20th February 2022 until 5pm on 4th April 2022, so you still have a few days left when you read this to get your comments in.



*The weekend fulfilled our commitment to consult the public (you!) for your thoughts on the Plan with over 30 people attending the consultation with a variety of helpful comments being made. But this was a disappointing number on a matter of this importance that volunteers have been working on for some years now. Despite sending out the advice to 120 statutory consultees, 240 villagers by email, at least 20 times on Tatsfield Talk, 50 leaflets handed out, signs around the village centre and copies of the Draft Plan in various businesses across the village. **But there is still more time for you to have your say**, before the next stage where it is submitted to the Local Planning Authority, Tandridge District Council, for examination. So please do read the Plan or those areas that interest you within the plan and send your comments off as requested even if it is just to say YES or NO in support.*

The Draft plan will continue to be available on the Tatsfield Neighbourhood Plan website, Parish Council website and Village website so if you have comments please send them to:- tatsfield.plan@btinternet.com

This Consultation Statement (the ‘Statement’) has been prepared in accordance with regulation 15(2) of Neighbourhood Planning Regulations 2012, which requires that a consultation statement should:

- contain details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
- explain how they were consulted;
- summarise the main issues and concerns raised by the persons consulted; and
- describe how these issues and concerns have been considered and, where relevant, addressed in the proposed Neighbourhood Plan.

2. Background

In 2017, Tatsfield Parish Council agreed to prepare a Neighbourhood Plan for the parish. The planning and development policies contained in the Tatsfield Neighbourhood Plan seek to protect our local countryside and green spaces. These policies will also influence the type, scale and location of any future development in the parish as well as the local infrastructure provision necessary to support residents and local businesses within Tatsfield.

By taking control of the framework for decision-making about the parish, we can influence the way Tatsfield develops over the coming years and ensure a strong and sustainable future for our area, whilst at the same time protecting the character and attributes of Tatsfield which are so valued by residents.

At each stage, as the Neighbourhood Plan has developed, we have consulted the community, as outlined above, to ensure that its views and opinions are properly reflected in this plan.

The Tatsfield Neighbourhood Plan would not have been possible without many years of work by the members of the Neighbourhood Plan Steering Group and the Tatsfield residents who have given their time and services so freely to the parish to contribute to its production.

More information on the Plan including the supporting documents can be found at:

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/>

If the document you are looking for cannot be found please do contact the Parish Council clerk who will make arrangements for the information to be made available to you.

3. Preparation of the Tatsfield Neighbourhood Plan

Tatsfield's Neighbourhood Plan has been long in the making. Tatsfield Parish Council members first considered the idea in November 2011. By February 2012 members had agreed to form a team to work alongside preparations for a successor to the 2003 'Tatsfield Appraisal and Plan', which had set out residents' hopes for the future of the parish.

During 2012, exploratory work was undertaken, including consulting other parishes about their experiences. In September 2012, a public meeting was held to explain the process. The following month, a group of Tatsfield villagers, working independently of the Parish Council, undertook to draw up a new Village Appraisal and reported back in January 2014.

By March 2015, the Neighbourhood Plan Development Committee had produced an expanded 2015 version of the Village Development Statement (first published by the Parish Council in 2007).

During the following spring and summer, the Parish Council sought professional advice about embarking formally on a Neighbourhood Plan, set up a steering committee and appointed a consultant.

On 6th June 2017, following a formal application made by Tatsfield Parish Council, the whole of the parish was designated as a 'Neighbourhood Area' by Tandridge District Council and its officers held meetings with the Neighbourhood Plan Steering Group.

A series of working topic groups were established covering Built and Natural Environment, Local Economy, Transport, Community Facilities and Housing, and these formed the first set of public consultations with the village to ensure that our own views and preferences reflected those of the village. In most parts they did, but where differences were found discussions and explanations were undertaken. These would form part of the next stage of the process.

The Parish Council initiated a 'Call for Sites' in February 2019 inviting expressions of interest from residents and landowners who wished to have one or more sites to be considered for development through the Tatsfield Neighbourhood Plan process.

A series of public consultation events were held in 2019 to seek views from the local community. In 2020, due to Covid-19 restrictions, further consultation was initiated online via Tatsfield Talk on Facebook.

4. Communications, Consultation and Community Engagement process

Over a period of 6 years from July 2017 through to the summer of 2023, the Tatsfield Neighbourhood Plan Steering Group has run a number of in person and online consultation events.

Throughout this period, communication with the local community has been maintained through the monthly parish magazine, which is distributed 10 times a year and goes to all households and businesses in the parish, and more recently through local community Facebook groups. Even as a result of delays caused by the Covid-19 pandemic during 2020/2021, communication was maintained with the community through these channels.

Below in Appendix A, we have included a timeline of events on the Neighbourhood Plan, highlighting the various communications, consultation and engagement sessions. Key public and stakeholder consultation events were:

July 2017: Stand included at Tatsfield Village Fete to introduce the emerging Neighbourhood Plan.

April 2018: A 2-day consultation was held in the Parish Room, Tatsfield village centre, on a weekday evening and a weekend to try allowing for as wide an attendance as possible.

July 2018: Stand included at Tatsfield Scouts outdoor fete in the village centre.

February 2019: Call for Sites for housing was undertaken.

April/May 2019: An additional 2-days of consultation held in the Parish Room, Tatsfield village, again midweek and weekend.

March 2022: Regulation 14 Consultation - A 2-day consultation held in the Parish Room, Tatsfield village.

March/April 2022: Online Regulation 14 Consultation – public and key stakeholders through the parish magazine and the Neighbourhood Plan website.

Views were also sought at each stage of the drafting of the Plan from local businesses by means of both a tailored survey and face to face meetings. These businesses included local employers, shops, the public house, village club, bakery restaurant and the golf club owner.

4.1 Community engagement

As well as engaging the community through surveys, there have been numerous articles about the Neighbourhood Plan in local parish magazines, local newspapers, Surrey Mirror and online <https://www.inyourarea.co.uk/news/tatsfield> - All articles asked for a response through the dedicated email system.

To boost the level of engagement during the Regulation 14 pre-submission consultation, the Parish Council used the Tatsfield parish magazine, social media, posters around the village and left copies of the draft plan and feedback forms in all key public buildings and shops as well as the Parish Chairman and the Chairman of the Steering Group being available outside the shops to answer any questions people may have had.

It is important to note also that a great deal of effort has been made to identify the key local stakeholders and to ensure that face to face meetings took place to get an understanding of their issues and concerns.

4.2 Call for Sites, February 2019

The Neighbourhood Plan Steering Group advertised an open 'Call for Sites' in February 2019 and invited landowners across the parish to offer potential sites they would like to be considered for development. In total, 20 sites were submitted for consideration by landowners. These 20 sites were added to 11 further sites that had been previously submitted to the Tandridge District Council Housing and Economic Land Availability Assessment (HELAA) in 2017 and 2 additional sites put forward by Tatsfield Parish Council.

5. April 2018 Consultations

5.1 Public drop-in consultations

On 25th and 28th April 2018, an open two-day consultation event was held in the Parish Room in the Aileen McHugo Building in Tatsfield Village.

SWOT (Strengths/Weaknesses analysis) studies for the Neighbourhood Plan topic papers were made available: Housing, Built Environment, Natural Environment, Community facilities, Infrastructure and Local Transport, Local Economy. Draft topic papers for each of the topics were available to review.

A typical topic paper for the Built and Natural environment can be seen here

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/assets/documents/bne-4>

Local Green spaces

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/assets/documents/green-spaces-10-22>

Local Economy

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/assets/documents/la-tp-draft>

Housing

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/assets/documents/housing>

These were supplemented by maps of the village and parish, photographs outlining community facilities, and other informative documents. The Tatsfield Village Appraisal 2013 was available.

Over 75 people attended the events over the two days, some completing a series of post-it notes with their thoughts and feedback.

5.2 Feedback received

The following issues were raised in the consultation feedback:-

- General support for the progression of the Neighbourhood Plan
- Green Belt: Interest in protecting the Green Belt and the village setting

These views confirmed those of the Steering group and policies were written with protection in mind although the point was made that we were a Defined Village and had Green Belt protection written in the NPPF.

- Housing: looking at sustainable new housing for downsizing/younger families
This formed our opinion when writing Section 03 Housing within the Plan under 03.1 Objectives
- Transport: the need for an improved bus service to Oxted and Chelsham;
It was felt this was beyond the remit of the Neighbourhood Plan
- Unmade roads: services/deliveries unwilling to use versus the need to keep them;
- Maintenance of road surfaces;
The above two were included in Aspirational Policy TN09F – Roads, traffic and safety.
- Street Lighting: should it be on all night or kept minimal and use a torch?
This was covered by the inclusion of Policy TNP02K – Tranquillity and dark night skies
- Winter snow clearance: to be extended further to all made-up roads?

It was felt this was beyond the remit of the neighbourhood Plan as there was already a “snow angel “program in place with both the Parish and District Councils involved.
- Broadband infrastructure: needs significant improvement to aid personal and business use in a rural situation;
This is included in Section 05 Transport and Infrastructure Policy TNP 05D Broadband/Tel
- Retail – every effort to retain retail/services especially the Post Office. Proactively encourage further provision serving the community.
- All efforts should be made to retain current shops and services. Planning applications for future developments that may serve the community should be considered favourably.
- Any planning applications that have the potential to offer jobs locally should be considered favourably.

The above 3 points were included in Section 06 Local Economy and Enterprise Policies TNP06A/B/C/D
- The Parish Council should use all efforts to improve mobile phone coverage and broadband speed and reliability. This would include looking favourably at applications for phone ‘masts’ and broadband infrastructure. Any significant development proposals should include consideration of communication issues.

As above: This is included in Section 05 Transport and Infrastructure Policy TNP05D
- Use of Furze Corner Sports Ground and Clubhouse - often viewed as "too far" from the centre of the village. Limited input and support from the community, and reliance on a few people to maintain the grounds and clubhouse.

This was already on the Parish Council agenda and was included in Section 07 Community Facilities 07.6 Policy TNP07B – subsequently the Parish Council have entered Lease negotiations with Tandridge District Council.

Feedback from this consultation was used to progress development of the Topic Papers and the evidence base for the Neighbourhood Plan as stated above.

6. April 2019 Consultations

6.1 Public drop-in consultations

On 30th April and 4th May 2019, a further two-day public consultation event was held in the Parish Room in the AMB in Tatsfield Village. A series of village and parish maps together with updated drafts of the NP topic papers were made available. The results of the Tatsfield Housing Needs Survey were also made available alongside the draft Housing Needs Assessment.

72 people attended the events over the two days, some making comments via a series of post-it notes.

6.2 Feedback received

The following issues were raised in the consultation feedback:-

- Ongoing support for the progression of the Neighbourhood Plan and that it should help protect the natural character of the parish.
This was included in Section 08 Climate change and sustainability 08.1 an Objective
- Housing: looking at sustainable new housing for downsizing/younger families
This formed our opinion when writing Section 03 Housing within the Plan under 03.1 Objectives
- Green Belt: Interest in preventing housing growth out into the Green Belt and causing harm to the natural village setting.
This formed our opinion when writing Section 03 Housing within the Plan under 03.1 Objectives and Policies written with protection in mind although the point was made that we were a Defined Village and had Green Belt protection written in the NPPF.
- Parking areas: parking should be limited on unmade roads
This is covered by Section 05.6 Policy TNP 05B Parking provision and in accordance with Policy TNP04G

- Compulsory permeable drives for off-street parking/obstruction of pavements;
This is covered by Section 04. Policy TNP04G
- Pavements: often obstruction by cars/overgrown hedges;
This is covered by Section 04. Policy TNP04F.
- Adjustments to road layouts: mini roundabout at the junction of Westmore Road and Paynesfield Road. One-way systems for White Lane, Westmore Road, Crossways, Paynesfield Road;
It was felt much of this was beyond the remit of the Neighbourhood Plan, but some previous discussion with the Highways Authority had already taken place about these suggestions but were not followed up on by the time of this submission.
- Lack of medical facilities - people need to go to Westerham or Biggin Hill (or Oxted) to see their doctor. This is difficult for the elderly and young families with no transport or limited mobility who have to use the bus service. Action: Winterton Surgery and Stock Hill surgery to be approached to ascertain if a satellite service can be reinstated in Tatsfield.
It was felt much of this was beyond the remit of the Neighbourhood Plan and impossible under the current NHS structures.
- Re-development and take-over of Furze Corner into a community/youth centre. This could include uses by the elderly, youth groups, a satellite medical surgery and other opportunities including language lessons, fitness sessions etc. There is scope for the redevelopment and expansion of the clubhouse to accommodate new clubs and societies.
See above: This was included in Section 07 Community Facilities 07.6 Policy TNP07B
- Lighting to the pathway to the Scout Hut and Furze Corner. Action: Pathway to be constructed to Scout Hut and Furze Corner, with associated lighting.
A pathway has since been constructed in conjunction with the Parish Council and it will consider the matter of the lighting at some point in the future but outside of the N.P.

Feedback from this consultation was used to progress further detailed development of the Topic Papers, the Regulation 14 pre-submission draft of the Neighbourhood Plan and the developing evidence base for the Neighbourhood Plan, as described above.

Where comments were made, setting out aspirations that could not necessarily be covered under the policies, the comments were used to inform the Community Aspirations section 09 of the Neighbourhood Plan. These included supporting wildlife ponds, re-wilding, community involvement, opening up public footpaths, improving street furniture and lighting in policies TNP 09A/B/C/D/E/F and G.

7. Regulation 14 pre-submission Consultations

This was a formal consultation on the Pre-Submission Tatsfield Neighbourhood Development Plan in accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.

This consultation ran for six weeks from 20th February 2022 until 5pm on 4th April 2022. The consultation was widely publicised in the Parish Magazine, on Facebook Groups, via posters around the village, by leaflet handouts and drops and by copies of the plan made available around the parish.

EXTRACT FROM THE PARISH MAGAZINE OF MARCH 2022 (Note: Font size is different from the actual publication to fit on this page and that may be the case throughout this document).

TATSFIELD NEIGHBOURHOOD PLAN - IMPORTANT UPDATE FOR ALL RESIDENTS

I am pleased to advise that a final draft of the Tatsfield Neighbourhood Plan setting out a vision for the development of our parish over the next 15 years is now complete. The Neighbourhood Plan if accepted must be referred to by the Planning officers at Tandridge District Council when they are considering any application for development in Tatsfield. It is essential that the Plan is completed and that it protects what Tatsfielders love most about the village.

An essential element of this project is to consult the public (you!) for your thoughts on the Plan so your **participation is vital to the success of the plan** and continued harmony of the parish.

So by the time you read this in the Magazine the draft Tatsfield Neighbourhood Plan will have been loaded onto the Tatsfield Neighbourhood Plan website Parish Council website and Village website and will be available in hard copy in the shops and businesses in the village centre and school and Parkwood Golf Club. A copy will also be sent to Tandridge District Council as the Local Planning Authority for their views. If you would like a copy sent to you by email then please send your request or any comments in relation to the plan to:-

tatsfield.plan@btinternet.com

Tatsfield Neighbourhood Plan website address:

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/>

You can also record your comments online by clicking on:

<https://giveyourviews.typeform.com/to/oGdN9Q9k>

Please take the time to read it and let us have any comments. See below ***

The weekend of Saturday 12th March and Sunday 13th March has been set aside for a drop in consultation in the Aileen McHugo building where you can meet and discuss the Plan with members of the Steering Group and Parish Councillors.

The AMB will be open between 11am and 3pm where you will be able to see hard copies of the draft plan.

Please put the date in your diary now.

This consultation runs from 20th February 2022 until 5pm on 4th April 2022.

WE NEED YOUR HELP NOW, TO SECURE THE NEXT 15 YEARS IN TATSFIELD

*** A summary of all comments will be made publicly available. Please note that any other personal information provided will be confidential and processed in line with the Data Protection Act 1988 and General Data Protection Regulations.

Tatsfield Parish Council will process your details in relation to the preparation of a response to this consultation only.

As part of the consultation and in line with the General Data Protection Regulations (GDPR) please confirm that you are happy for Tatsfield Parish Council to pass on your contact details (name, address, email address) to Tandridge District Council so that they can contact you at the Regulation 16 consultation and examination stages if required.

7.1 Online Consultation

An online questionnaire was set up which contained 17 questions. It was recommended that parishioners and consultees read a copy of the Pre-Submission Consultation Draft of the Tatsfield Neighbourhood Plan before completing the questionnaire. For those unable to access the online questionnaire, copies were provided on paper in all key parish and public buildings alongside a printed copy of the draft Plan. Requests were also made over the dedicated email account.

A total of 27 online and paper responses were received.

7.2 Statutory Authorities Consultation

In parallel the consultation was sent out to a list of 227 statutory consultees using a Neighbourhood Plans contact list provided by TDC. A total of 10 formal responses were received from East Surrey Mencap, Environment Agency, National Grid, Natural England, Southern Water, Sport England, Surrey CC Historic Environment, Surrey CC Minerals and Waste, Thames Water and Transport for London.

The response from the Environment Agency dated 23/2/2022 13:45 gave advice regarding flooding which formed part of our Section 08 Climate Change and Sustainability Policy TNP08E Flood Prevention

The response from the Thames Water dated 09/03/2022 supported Policy TNP05C in principle but required changes that were included and objected to Policy TNP04H – as most associated equipment on the sewerage network cannot be placed below ground for operational or health and safety reasons and therefore the policy does not meet the tests of soundness. So the policy was written as: *‘....underground where possible’.*

Other responders had 'no specific point to raise' or gave general advice, or in one case informed us that the body was no longer operating.

Email from Jason Syrett (Tatsfield PC) to Emma Amies (TDC) of 12/10/23 @ 20:58 attached the Regulation 14 responses from the public (in a single Excel table) and also the statutory consultee responses. Included was a redacted and un-redacted (for GDPR) of the public responses. The list of the statutory authority's consultees which we were given by TDC for use at Reg 14. Is also attached.

Email from Jason Syrett (Tatsfield PC) to Emma Amies (TDC) of 7/10/23 contained the update of the main Tatsfield Neighbourhood Plan document – in preparation of Reg.16 consultation. Also attached TDC comments issued on 01 August, highlighted where the updates have been picked up and with some notes. Further attached was a detailed schedule of all the changes made to the document (refer to pages 2-3).

7.3 Public drop-in consultations

On 12th and 13th March 2022, an open two-day consultation event was held in the Parish Room in the AMB in Tatsfield Village. 30 people attended the events over the two days, some taking away forms, some completing them there and comments were also made through a series of post-it notes. The notice issued through the parish magazine can be found below. (The font size has changed from the actual copy to fit the page below).

TATSFIELD NEIGHBOURHOOD PLAN

NOTICE OF PUBLIC CONSULTATION SESSIONS

IN THE MEETING ROOM, AILEEN McHUGO BUILDING, BEHIND THE VILLAGE HALL

SATURDAY 12TH MARCH 11.00pm – 3.00pm

and SUNDAY 13TH MARCH 11.00am – 3.00pm

HELP US SET OUT A VISION FOR THE FUTURE OF OUR COMMUNITY FOR THE NEXT 15 YEARS – AT THESE SESSIONS YOU WILL SEE:

- ⇒ **THE FINAL VERSIONS OF OUR TOPIC PAPERS FOR THE BUILT AND NATURAL ENVIRONMENT; LOCAL ECONOMY; TRANSPORT AND INFRASTRUCTURE; COMMUNITY FACILITIES**
- ⇒ **REGULATION 14 PUBLIC CONSULTATION DRAFT OF THE NEIGHBOURHOOD PLAN**

COME AND SEE THESE IMPORTANT ELEMENTS OF THE PROJECT AND LET US HAVE YOUR FEEDBACK. IF YOU ARE UNABLE TO ATTEND BUT WANT A COPY OF THE PLAN THEN PLEASE EMAIL

Tatsfield.plan@btintennet.com

7.4 Feedback received and Plan update

Feedback was received from the local community and statutory authorities via the online survey, written emails, feedback forms and post-it notes completed at the open days.

27 people completed the online survey. 78% said that they supported the Neighbourhood Plan, 15% said they did not support the Plan and 7% were unsure.

The following issues were raised in the detailed consultation feedback:-

- Ongoing broad support for the progression of the Neighbourhood Plan and that it should aim to help maintain the character of Tatsfield village and the wider parish.
- Green Belt: In the two dozen responses to the consultation, the main concern was maintaining Tatsfield's position in the Green Belt and the retention of its natural environment. This point was made eight times.
- The need for an improved bus service had seven mentions.
- There were six references to not being resistant to new designs of properties or appreciations of the range of different styles in the village.
- The need for affordable housing and for bungalows for 'downsizers' each attracted five mentions.
- There were four references to maintaining 'dark skies' in the area.
- A consensus that we need to strengthen the Sustainability objectives in the context of the declared Climate Emergency.

Broadly there was good support from those who attended for the content and breadth of the Neighbourhood Plan. Feedback from this consultation was more detailed and used to progress the Local Green Spaces paper and the Regulation 15 draft of the Neighbourhood Plan. This included:

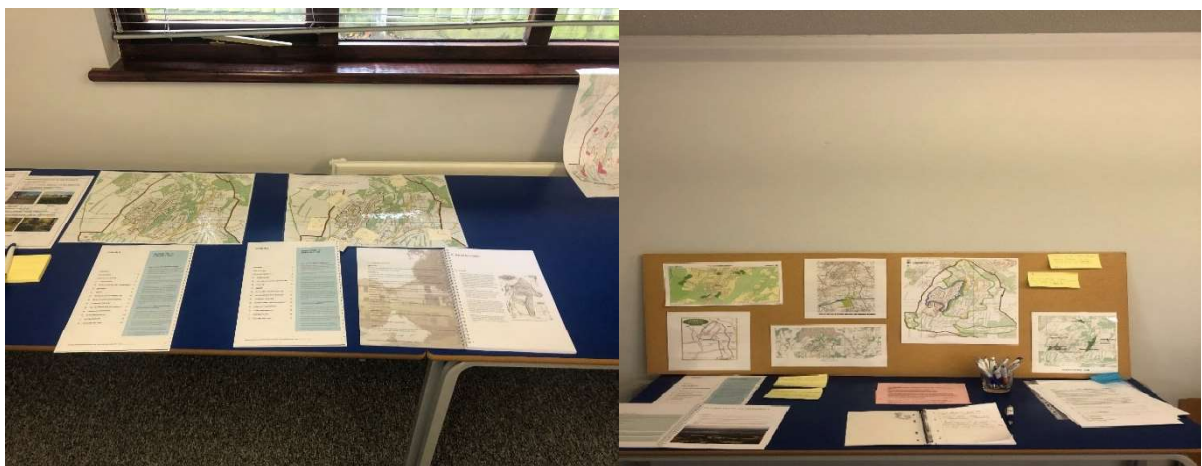
- Changes were made to the draft policies on utilities following feedback from Thames Water.
- We strengthened the Sustainability section following feedback from local parishioners.
- We proceeded with the designation of local green spaces and developed the evidence base for this.
- Changes were made to various policy wording including the housing section following feedback from Tandridge District Council.
- Updates were made due to the progression of the Surrey Hills AONB review.
- Maps were updated and made clearer following feedback received.

Public drop-in consultations, March 2022



Public drop-in consultations, March 2022 – The picture below shows Chairman Martin Allen and visitors Mr & Mrs Bishop , a member of the Group Mrs Stokoe reviewing the documents in the background.

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/assets/documents/comments>



8. Ongoing dialogue with Tandridge District Council

From the outset, the Neighbourhood Plan Steering Group established a regular dialogue with Tandridge District Council to ensure that they were fully aware and involved at every stage, and as the Plan has evolved, these meetings have included members of the Neighbourhood Plan Steering Group including its chairman.

There have been a number of meetings during the process to date in addition to regular email contact. These dialogues have been very helpful and have allowed for an exchange of information that have allowed the plan to develop in the context of the existing and emerging Tandridge Local Plan and with TDC providing overarching strategic direction and advice on compliance.

9. Local Green Spaces consultation

On the 13th October 2022 the Parish Council and the Chairman of the Steering Group wrote to local landowners who had been included in the Regulation 14 Consultation document Pages 30 and 31 as they were locally significant areas and we was suggesting they should be protected under the plan. Upon writing to the landowners the response was mixed and those owners that objected most fiercely to the inclusion drew us to the conclusion that they should be withdrawn and as we did not want anything to delay the plan further. One site had multiple owners and insufficient response was given for us to take it forward. The Parish Council however gave full permission for the inclusion of their declared open spaces. See the minute from the Steering group meeting of November 22nd confirmed the decision to leave the Land in the Plan.

Responses from the consultees of the Local Green Spaces, the Tatsfield Neighbourhood Plan Steering Group.

As part of selecting these areas for designation as Local Green Spaces, the Tatsfield Neighbourhood Plan Steering Group have consulted with the relevant landowners as follows:

Local Green Space	Owners	Addresses	Date Consulted 13th October 2022
Millennium Wood and KE(VII) Memorial Ground	Tatsfield Parish Council	c/o Parish Clerk 33 Alexandra Road Warlingham, CR6 9DW	Yes Include
Kemsley Wood	Tatsfield Parish Council	c/o Parish Clerk 33 Alexandra Road Warlingham, CR6 9DW	Yes Include

Ashen Shaw	Tatsfield Parish Council	c/o Parish Clerk 33 Alexandra Road Warlingham, CR6 9DW	Yes Include
Limehouse Bottom	Multiple addresses in Shipfield Close	Addresses not being published	No. 6 31 Oct Do not agree No.7 17 Oct raised questions No.8 No.9 18 Oct Registered concerns No.10 No.11 No.12 24 Oct Include No.13 No.14 13 Oct include No.15 No.16
Park Wood		Park Wood Golf Club, Chestnut Avenue, Tatsfield, Westerham TN16 2EJ	Nov 7 Decline any re-designation of Park Wood
Parsons Shaw		Address not being published	1 Nov. through Solicitor Object to the inclusion.

Appendix A

Summary of events – Tatsfield Neighbourhood Plan

Communications, Consultations and events are highlighted.

Year	Month	Body/Organisation	Activity	Reference in File
2016	07	James Garside	Neighbourhood Plan Project Plan produced	Documents provided by JG (NP adviser)
2017	01	Tatsfield Parish Council	Letter to TDC confirming that TPC wish to designate entire Parish of Tatsfield for preparing a Neighbourhood Development Plan	Steering Group
2017	01	Steering Group	TNP Steering Group meeting. 25/01/17 All steering group minutes can be found on the Neighbourhood Plan website. https://e-voice.org.uk/tatsfieldneighbourhoodplan	Steering Group
2017	03	Steering Group	TNP Steering Group meeting. 20/03/17	Steering Group
2017	04	Steering Group	TNP Steering Group meeting. 19/04/17	Steering Group
2017	05	Steering Group	TNP Steering Group meeting. 15/05/17	Steering Group
2017	05	Steering Group	Tatsfield Neighbourhood Plan Website set up	Steering Group
2017	06	Tandridge District Council	Designation of Tatsfield Neighbourhood Area	Background Advice
2017	06	Steering Group	TNP Steering Group meeting. 19/06/17	Steering Group
2017	06	Tandridge District Council	Letter from TDC designating entire Parish of Tatsfield for preparing a Neighbourhood Development Plan	Steering Group
2017	07	Tatsfield Parish Council	Stand held at Tatsfield Village fete	Communication
2017	07	Steering Group	TNP Steering Group meeting. 17/07/17	Steering Group
2017	09	Steering Group	TNP Steering Group meeting. 18/09/17	Steering Group
2017	10	Steering Group	Terms of Reference produced see https://e-voice.org.uk/tatsfieldneighbourhoodplan/news	Steering Group
2017	11	Steering Group	TNP Steering Group meeting. 21/11/17 - 3 Parishioners attended	Steering Group
2018	01	Steering Group	TNP Steering Group meeting. 24/01/18 - 2 Parishioners attended	Steering Group

2018	02	Steering Group	TNP Steering Group meeting. 15/02/18 - 5 Parishioners attended	Steering Group
2018	03	Poster	Notice publicising the Public Consultation sessions for 25/04/18 & 28/04/18 in Parish Room. See Item 3 below	Communication
2018	03	Community Facilities Sub-Group	SWOT analysis produced	Community Facilities
2018	03	Steering Group	TNP Steering Group meeting. 15/03/18 - 2 Parishioners attended	Steering Group
2018	03	Transport and Infrastructure Sub-Group	Scoping Document produced	Transport and Infrastructure
2018	04	Parish magazine	Article requesting Parishioners to get involved with TNP joining Topic groups. See Item 4 below	Communication
2018	04?	Steering Group	Design of TNP agreed	Communication
2018	04	Natural Environment Sub-Group	SWOT analysis produced	Environment – Natural
2018	04	Natural Environment Sub-Group	Topic Paper produced	Environment – Natural
2018	04	Housing Sub-Group	SWOT analysis produced	Housing
2018	04	Steering Group	Talk given at TPC Annual Meeting - See Item 5 below	Public Consultations
2018	04	Steering Group	Public Consultations held on 25 th April and 28 th April in Village Hall. Over 75 attendees. Comments collected on Post-it notes and documented. See Section 5 above	Public Consultations
2018	04	Steering Group	TNP Steering Group meeting. 17/04/18 - 3 Parishioners attended	Steering Group
2018	05	Community Facilities Sub-Group	Topic Paper completed	Community Facilities
2018	05	Steering Group	TNP Steering Group meeting. 16/05/18 - 1 Parishioner attended	Steering Group

2018	05	Steering Group	TNP Steering Group meeting. 22/05/18 - 2 Parishioners attended	Steering Group
2018	06	Parish magazine	Update on TNP – and a selection of comments from Public Consultations held in April. See Item 6 below	Communication
2018	06	Steering Group	Article in Parish magazine to stimulate interest in TNP	Communication
2018	06	Steering Group	TNP Steering Group meeting. 07/06/18 - 1 Parishioner attended	Steering Group
2018	07	Parish magazine	Article from BE Group See Item 7 below	Communication
2018	07	Steering Group	Shared Fairtrade gazebo at Scout fete See Item 8 below.	Communication
2018	07	Steering Group	Stand held at Scout Fete. Comments collected See Item 9 below.	Public Consultations
2018	07	Steering Group	TNP Steering Group meeting. 25/07/18 - 1 Parishioner attended	Steering Group
2018	08	Community Facilities Sub-Group	Questionnaire produced. See Item 10 below.	Community Facilities
2018	08	Steering Group	Housing Needs Survey mailed directly to households (by TDC), launched in Parish magazine and on Survey Monkey and on website See Item 1 below	Housing
2018	09	Parish magazine	Update on TNP. Parishioners reminded they can send comments to tatsfield.plan@btinternet.com . See item 11 below	Communication
2018	09	Steering Group	TNP Steering Group meeting. 11/09/18 - 4 Parishioners attended	Steering Group
2018	10	Steering Group	Housing Needs Survey posted to every household and online survey also made available. See Item 1 below	Communication
2018	10	Steering Group	TNP Steering Group meeting. 17/10/18 - 0 Parishioners attended	Steering Group
2018	11	Parish magazine	Reminder for Parishioners to return Housing Needs Survey. See Item 12 below	Communication

2018	11	Community Facilities Sub-Group	Community Facilities Report completed	Community Facilities
2018	11	James Garside	Tatsfield Policy workshop held for Steering Group members	Steering Group
2018	11	Steering Group	TNP Steering Group meeting. 13/11/18 - 2 Parishioners attended	Steering Group
2018	12	Steering Group	TNP Steering Group meeting. 19/12/18 - 1 Parishioner attended	Steering Group
2019	01	Local Economy Sub-Group	Survey sent to local businesses and summary of responses produced. See Item 2 below	Local Economy
2019	01	Steering Group	TNP Steering Group meeting. 17/01/19 - 1 Parishioner attended	Steering Group
2019	02	TN16 Magazine	Request for Call for Sites to be considered through the TNP Housing allocations was later dropped from the TNP, so no Items added.	Communication
2019	02	Tatsfield Parish Council	Call for Sites in Parish Magazine, on website and direct contact with landowners. 20 replies See Item 13 below	Consultation
2019	02	Steering Group	TNP Steering Group meeting. 19/02/19 - 1 Parishioners attended	Steering Group
2019	03	Tatsfield Parish Council	Letter sent to 10 utility companies See Item 14 below	Housing/Utilities Letter Returns
2019	03	Steering Group	TNP Steering Group meeting. 20/03/19 - 3 Parishioners attended	Steering Group
2019	04	Parish magazine	Notice publicising the Public Consultation sessions for 30/4/19 & 04/05/19 in Parish Room. See Item 6 above – Public consultations	Communication
2019	04	Tatsfield Parish Council	Grant from Groundwork UK applied for	Finance and grants
2019	04	Housing Sub-Group	Site assessment criteria produced. Housing allocations was later dropped from the TNP, so no Items added.	Housing
2019	04	Built Environment Sub-Group	Topic Paper produced	Natural and Built Environment
2019	04	Steering Group	In person Public Consultations held on 30 th April and 4 th May in AMB Parish Room. 72	Public Consultations

			attendees. Quiz/competition held. Comments collected on Post-it notes and documented. See Item 6 above 6.2 Feedback	
2019	04	Steering Group	TNP Steering Group meeting. 16/04/19 - 1 Parishioner attended	Steering Group
2019	05	Local Economy Sub-Group	Topic Paper produced	Local Economy
2019	05	Steering Group	Stand held at Scout Fete. Comments collected See Item 15 below	Public Consultations
2019	05	Steering Group	TNP Steering Group meeting. 15/05/19 - 0 Parishioners attended	Steering Group
2019	06	AECOM	Undertook an independent site appraisal commencing. Housing allocations was later dropped from the TNP, so no Items added.	AECOM
2019	06	Parish magazine	Update from the Public Consultation sessions on 31/04/19 & 04/05/19 See Item 16 below and 6.2 Feedback above	Communication
2019	06	Steering Group	TNP Steering Group meeting. 11/06/19 - 0 Parishioners attended	Steering Group
2019	07	Steering Group	TNP Steering Group meeting. 16/07/19 - 2 Parishioners attended	Steering Group
2019	09	Parish magazine	Update on TNP	Communication
2019	09	Local Economy Sub-Group	Summary of responses from Business Survey produced. See Item 2 below	Local Economy
2019	09	Steering Group	TNP Steering Group meeting. 18/09/19 - 0 Parishioners attended	Steering Group
2019	10	Steering Group	TNP Steering Group meeting. 23/10/19 - 1 Parishioner attended	Steering Group
2019	11	Parish magazine	Update on TNP See Item 17 below	Communication
2019	11	Steering Group	TNP Steering Group meeting. 26/11/19 - 2 Parishioners attended	Steering Group
2019	12	Tatsfield Parish Council	Grant offered from Groundwork UK	Finance and grants
2020	01	Steering Group	Draft 01 of TNP produced	DRAFT NEIGHBOURHOOD PLAN

2020	01	Steering Group	TNP Steering Group meeting. 21/01/20 - 0 Parishioners attended	Steering Group
2020	02	Parish magazine	Update on TNP – See Item 18 below	Communication
2020	02	Steering Group	TNP Steering Group meeting. 18/02/20 - 4 Parishioners attended	Steering Group
2020	02	Transport and Infrastructure Sub-Group	Topic Paper produced	Transport and Infrastructure
2020	03	Steering Group	Draft 02 of TNP produced	DRAFT NEIGHBOURHOOD PLAN
2020	03	Tatsfield Parish Council	SEA screening request letter to TDC	Housing
2020	03	Housing Sub-Group	Topic Paper produced	Housing
2020	04	Tandridge District Council	HRA screening report from TDC	Tandridge District Council
2020	05	Natural and Built Environment Sub-Group	Topic Report produced	Natural and Built Environment
2020	09	Steering Group	TNP Steering Group meeting. 24/09/20 - 2 Parishioners attended	Steering Group
2020	10	Parish magazine	Update on TNP advising the process would be restarted after lifting of COVID restrictions. See Item 19 below	Communication
2020	10	Housing Sub-Group	Topic Report produced	Housing
2020	11	Steering Group	TNP Steering Group meeting. 11/11/20 - 3 Parishioners attended	Steering Group
2021	10	Steering Group	TNP Steering Group meeting. 20/10/21 - 3 Parishioners attended	Steering Group
2021	11	Parish magazine	Update on TNP See Item 20 below	Communication
2021	11	Steering Group	TNP Steering Group meeting. 23/11/21 - 0 Parishioners attended	Steering Group
2022	01	Parish magazine	Update on TNP See Item 21 below	Communication
2022	01	Steering Group	TNP Steering Group meeting. 19/01/22 - 0 Parishioners attended	Steering Group

2022	01	Steering Group	Representatives from SG met Anna Cronin to discuss status of TNP	Tandridge District Council
2022	02	Steering Group	Draft Regulation 14 Consultation Version of TNP produced	DRAFT NEIGHBOURHOOD PLAN
2022	02	Tatsfield Parish Council	SEA screening opinion requested from TDC	Housing
2022	02	Steering Group	TNP Steering Group meeting. 02/02/22 - 0 Parishioners attended	Steering Group
2022	03	Parish magazine	Update on TNP. Notification of 6-week Public Consultation period running from 20/02/22 to 04/04/22 and drop-in sessions on 12/03/22 and 13/03/22 at AMB. See Item 22 below	Communication
2022	03	Steering Group	Notices posted of Public Consultations held on 12 th March and 13 th March. See Item 22 below	Public Consultations
2022	03	Steering Group	TNP Steering Group meeting. 16/03/22. Parishioners attended - 2	Steering Group
2022	03	Tandridge District Council	SEA screening report from TDC	Tandridge District Council
2022	02	Steering Group	Notification of Regulation 14 Public Consultations on 12 th and 13 th March 2022 sent by email to 240 villagers and distributed about 20 hard copies of draft plan by hand. See Section 7 above.	Communication
2022	02	Steering Group	Notification of Regulation 14 Public Consultation posted on community Facebook pages (Tatsfield Talk and Tatsfield Talk 2) with links to online consultation website. This consultation ran for six weeks from 20th February 2022 until 5pm on 4th April 2022. See Section 7 above	Public Consultation
2022	02	Steering Group	Notification of Regulation 14 Public Consultation sent to statutory consultees (agreed list as issued by TDC) with links to online consultation website. This consultation ran for six weeks from 20th February 2022 until 5pm on 4th April 2022. See Section 7 above	Statutory Consultations

2022	03	Steering Group	Regulation 14 Public Consultation 'in person' events on 12 th and 13 th March 2022 in the AMB. 30 attendees. See Section 7 above	Public Consultations
2022	04	Tatsfield Parish Council	Evening of 4 th April 2022. Presentation of progress on the Neighbourhood Plan to the Annual Parish Meeting and early summary of Regulation 14 feedback received. See Section 7 above	Public Consultation
2022	04	Tandridge District Council	Response to Regulation 14 Draft NP Consultation from TDC Officer	Tandridge District Council
2022	04-07	Steering Group	Update of Neighbourhood Plan in response to Regulation 14 feedback from TDC, public and statutory consultations. See Item 23 below	Steering Group
2022	08-10	Steering Group	Draft Regulation 15 Consultation Version of TNP produced. Preparation of Basic Conditions Statement and Local Green Spaces justification document.	DRAFT NEIGHBOURHOOD PLAN
2022	10	Steering Group	Consultation letters sent to landowners of proposed Local Green Spaces. See item 24 below. See also Section 9 above	Landowner Consultations
2022	11-12	Steering Group	Responses received from landowners of proposed Local Green Spaces See Section 9 above	Landowner feedback
2022	12	Steering Group	Update to Consultation Statement following feedback from TDC Officer Preparation and submission of Strategic Environmental Assessment and Habitat Regulations Assessment to TDC.	Updates to documents
2023	03	Steering Group	Neighbourhood Plan updates to Local Green Space designations and with Surrey Hills AONB update. Update to Local Open Spaces document, Update to this Consultation Statement.	Updates to documents
2023	04	Steering Group	Draft Regulation 16 Consultation Version of TNP produced and submitted to TDC.	DRAFT NEIGHBOURHOOD PLAN
2023	02-09	Parish magazine	During this period the Steering group continued to issue updates in the Parish magazine keeping residents informed with the process. This was during a spell where TDC was unable to work on the plan.	Communication
2023	08	Steering group	Officer sends comments on the above, Tatsfield Neighbourhood Plan. Requiring the	Tandridge District Council

			SG to modify, amend or expand the items in the Officers report. See link below a)	
2023	08&09	Steering group	Steering group members seek clarification with Officer	Via Teams and Zoom
2023	08	Steering Group	TNP Steering Group meeting. 29/08/23 Parishioners attended – 0, considering officer comments and making changes or advising as to why no change has been made.	Steering Group
2023	10	Steering group	Update of the main Tatsfield Neighbourhood Plan document reissued to TDC, with Updated SEA/HRA - Amended Consultation document still under review.	Steering Group
2023	10	Steering Group	An updated and expanded Consultation paper submitted to Tandridge District Council	Consultation and Conditions statements

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/assets/documents/tdc-aug-23-review>

A set of specimen documents from above can be found at:

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/>

Appendix B

Consultation documents as evidence in support of the timetable in Appendix A

Item 1: Housing Needs Survey form

Why we need a **Housing Needs Survey for Tatsfield**

Tatsfield Neighbourhood Plan aims to make provision for sufficient new and affordable homes, over the next 20 years, to meet the needs of the local community and encourage a balanced and diverse community.

A lot of people like living in Tatsfield and some would like their children to have a chance of living here in the future. Others would like to stay here if their home was more suitable for old age and/or changes in their circumstances. They may feel that living here would be even better if there was knowledge that the essential staff running our local support facilities, such as our school, could live nearby.

Everyone being given the chance to complete this survey today already has a home in Tatsfield. But if the village is to thrive in future, with a diverse population of all ages, Tatsfield Neighbourhood Plan has to know how many homes are needed, what type of accommodation is wanted and where it should be built. We won't know the answer to those questions without asking you. Completing this survey will help Tatsfield come up with a legally binding Neighbourhood Plan for the future.

Tatsfield is vulnerable to the Government imposition of new build quotas as part of its drive to increase housing provision in the country.

That is why your Parish Council aided by a steering group of interested residents are preparing a Neighbourhood Plan intended to cover the next 20 years. Once agreed and aligned with Tandridge Council's statutory district Local Plan, it will set out what type of development is needed and is acceptable to those already living here. It will be binding on planners and developers.

Finding out what local people need in the way of housing is only one of the key aspects of the Neighbourhood Plan. The Plan will also focus on roads, parking, business, green spaces and the environment.

As a resident you already have a stake in Tatsfield. If you want the village to remain the kind of place where you or your children would like to grow older, please take the time to complete and return this important survey.

Without your mandate the village is vulnerable.

SECTION ONE: PRESENT ACCOMMODATION

1. How many people currently live in your house?

2. Please indicate, by putting the numbers of people in the appropriate boxes below, the age groups of the people currently living in your home, including yourself

0-15	16-24	25-31	32-45	46-59	60-74	75+

3. What type of home does your family and other non-family people live in and do you own or rent this home?

Please tick one box only	Owner occupier	Rented from private landlord	Rented from local authority or housing association	Part ownership scheme
Detached House				
Semi-detached House				
Detached Bungalow				
Semi-detached Bungalow				
Terraced House				
Flat				
Sheltered accommodation				

4. How many bedrooms does your home have?
Please tick one box

1	2	3	4	5+

SECTION TWO: FOR HOUSEHOLDER AND SPOUSE/PARTNER

FUTURE HOUSING NEEDS OF THE CURRENT OCCUPIERS INCLUDING ALL MEMBERS OF THE HOUSEHOLD

5. During the next 20 years do you think you **or other members** of the household will be looking for alternative accommodation within Tatsfield?

Yes No

If Yes are you registered on the Tandridge District Council Housing Needs Register? Yes No

If no please move onto Question 8

6. When would you expect to move?

Within 5 years 5-10 10-20

7. What type of accommodation will be required?

Please tick as many boxes as relevant	Owner occupier	Rented from private landlord	Rented from local authority or housing association	Part ownership scheme
Small House 1-2 bed				
House 3-4 bed				
Large House 5 bed+				
Bungalow 1-2 bed				
Bungalow 3 bed+				
Flat 1-2 bed				
Flat 3 bed+				
Sheltered accommodation				
Age restricted accommodation				

8. Have any other members of your family moved out of the area because they are unable to find or afford to buy or rent accommodation in Tatsfield?

Yes No

9. A) If suitable accommodation were available would any close relatives (e.g. sons, daughters, parents, other family members) not presently living in Tatsfield wish to return to Tatsfield?

Yes No

B) If yes, would they return.....

Within 5 years In 5-10 In 10-20

10. What type of accommodation would they require?

Please tick as many boxes as relevant	Owner occupier	Rented from private landlord	Rented from local authority or housing association	Part ownership scheme
Small House 1-2 bed				
House 3-4 bed				
Large House 5 bed+				
Bungalow 1-2 bed				
Bungalow 3 bed+				
Flat 1-2 bed				
Flat 3 bed+				
Sheltered accommodation				
Age restricted accommodation				

11. Does anyone in your household have a specialist housing need?

	Yes, accommodation on the ground floor
	Yes, sheltered housing with support service provided
	Yes, residential care
	Other - Please give details below

12. Last but not least may we please have your address, without which we may not be able to use the information provided:

Item 2: Tatsfield Neighbourhood Plan and local businesses survey.

Tatsfield is producing a Neighbourhood Plan which, when completed and adopted, will form part of the formal Tandridge planning process. It will give us the opportunity to represent the preferences and priorities of the village in future developments.

The Steering Group working on this plan values local businesses and would welcome any input from you to plan our vision for the Parish over the next 15 years. Further information about the progress of the Neighbourhood Plan can be found on the website: www.surreycommunity.info/tatsfield/neighbourhood-plan.

If you respond to the following questions, it will enable us to reflect the views and priorities of the local business community at this early stage. We will let you know our progress over the coming months.

*I agree to complete this survey for the purposes of developing the Tatsfield Neighbourhood Plan.

*I understand that the information I provide is will only be used for the development of Tatsfield Neighbourhood Plan and will not be used for any other purpose. *Please tick

1.	What are the benefits of your business being based in Tatsfield?
2.	What about being based in Tatsfield causes your business a problem ?
3.	What changes in the future could adversely affect your business?
4.	What changes would help your business grow and prosper ?
5.	Do you currently employ any local workers ?
6.	Are there any circumstances which would enable you to employ more local workers ?
7.	If you work from home would you consider renting space and/or sharing an administration function in the future?
	Any other comments?
	Business name and contact details:

Please return your comments to the Tatsfield Neighbourhood Plan Steering Committee.

Hard copy: Susan Smale, 21 Paynesfield Road, Tatsfield TN16 2AT or
Tatsfield Parish Council, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG
E-mail: susan.smale@yahoo.co.uk or tatsfield.plan@btinternet.com

Summary of responses below:

What are the benefits of your business being based in Tatsfield?

- Local to home and easy access to transport network to visit clients.
- We are the only Day Nursery in Tatsfield; we therefore fulfil a childcare need in the community for working parents. It is a lovely environment and for the children.
- We are a preschool and breakfast club providing early year's childcare to local children. There is no other sessional setting in the village. A village preschool offers consistency, low staff turnover and a committed team because they are part of the community in which they are working.
- Local community support
- It is a community based business which means regular customers on a daily basis. We also get relief on business tax being the only village shop
- Price per sq.ft. rental
- Country location
- Cheaper rent than being on High St. or in busy town, lots local loyal customers from village, plenty teenagers wanting local work. Very low crime rate area

What about being based in Tatsfield causes your business a problem?

- Nothing – however the lack of a post office is a pain!
- Public transportation (buses) are not reliable for staff travelling to the nursery; there is no train station nearby. There are no street lights, making it difficult and unsafe for parents picking up babies/children, especially in winter. We do not have road gritted during ice/snow even though it is priority 1 according to SCC. We have had accidents involving parents or staff in last 12 months along Ricketts Hill due to this. Mobile signal is terrible even with fibre.
- We are deeply affected by low birth rate years. Low numbers of local children means fewer children to help business thrive.
- More and more parents are working full time or long hours, making other settings (such as day nurseries) a more viable option as they offer day care rather than sessional hours.
- Winter weather, snow.
- Distance to travel to wholesalers
- Poor state of surrounding roads
- No local post office, slow internet speed, lack of regular public transport, water supply problems, road gritting in winter
- Being retail in rural area means we are reliant on customers driving to us. Lots of advertising and good customer service keeps them coming back

What changes in the future could adversely affect your business?

- Loss of office premises.
- If the reliability of transport does not improve, it will make it almost impossible to recruit staff or retain staff we have.
- Increased cost of village hall hire. Other early tears providers setting up. A Breakfast club being run by the school. Increased minimum wage without increasing funding amount from the government.
- Electric vehicles
- Unsure about the effects of Brexit at the moment. Poor access in extreme weather in the winter
- Rateable value

- N/A
- Growing popularity of internet shopping only long term effect we face

What changes would help your business **grow and prosper**?

- Perhaps taking on another adviser or apprentice.
- If all items in 2 above are addressed.
- More young families able to live in local area. Cost of housing makes it less viable to families on lower income
- Better internet
- Additional seating on the Green outside the tearoom, especially in summer. A sign on the junction with Appro Road similar to the Old Ship sign.
- Rates reduction. Better signage allowed
- Local post office, more customers!, better public transport to Oxted train station, faster internet
- We aim to open kids soft play barn/ adventure playground etc. on site, to attract footfall for our business and others in Tatsfield

Do you currently employ any **local workers**?

- Yes -2
- Yes.
- Yes – more than 50% of our staff are from Tatsfield. Rest are from Biggin Hill.
- Yes, Saturday boy
- Yes from the village
- Yes. 4
- No
- Yes – always advertise on TatsfieldTalk for staff- mainly P/T staff

Are there any circumstances which would enable you to employ **more local workers**?

- Not at present
- More regular and reliable buses.
- Increased number of children. A successful application to run the afterschool care at Tatsfield Primary School.
- Not really
- Not at the present
- Increase in business
- If they had skills and experience required
- If Playbarn goes ahead.

If you work from home would you consider **renting space and/or sharing an administration function** in the future?

- N/A
- N/A
- N/A
- N/A
- N/A
- N/A
- N/A
- N/A

Any other comments?

- We would like to apply for a licence to sell wine, beer etc. Have applied for appropriate Sale of Alcohol course.
- Apart from retail shop we also run a landscaping company which has built up excellent reputation in

Tatsfield over last 10 yrs. many gardens locally.

Business name and contact details:

- *IQ Wealth Management*
- *Monkey Puzzle Day Nursery*
- *Little Acorns Pre-School*
- *Tatsfield Garage*
- *Sheree's Store and Tearoom*
- *Helmet City Tatsfield Ltd (Shop)*
- *Helmet City.co.uk.ltd. Waylands Farm*
- *Tatsfield Aquatics Ltd.*

Item 3: Extract from the April 2018 Parish magazine

TATSFIELD NEIGHBOURHOOD PLAN

IMPORTANT INFORMATION FOR ALL RESIDENTS

Tatsfield must prepare a Neighbourhood Plan that sets our vision for the development of our village over the next 20 years. The Neighbourhood Plan must be referred to by the Planning officers at Tandridge District Council when they are considering any application for development in Tatsfield. It is essential that the plan is written and that it protects what Tatsfielders love most about the village.



An essential element of this project is to consult the public (you!) throughout the process – **your participation is vital to the success of the plan** and continued harmony of the village.

HOW CAN YOU BECOME INVOLVED? THERE ARE THREE WAYS:

1. MEET THE STEERING GROUP, Tatsfield Village Hall

- a. Tuesday 24th April (6pm-8pm)
- b. Saturday 28th April (Midday – 2pm)

Please come along on one (or both!) of these dates to meet the steering group and see the work completed to date.

2. JOIN THE STEERING GROUP

Our next meetings are on Tuesday 17th APRIL and Wednesday 16th May. 8pm in the Parish Room (Behind the Village Hall)

3. JOIN ONE OF THE TOPIC GROUPS

Each of the topic groups focuses on specific areas of the plan. If there's one area that you feel particularly strongly about, or have specific expertise to share, please do get in touch.

- a. COMMUNITY FACILITIES
- b. HOUSING
- c. BUILT ENVIRONMENT
- d. NATURAL ENVIRONMENT

- e. THE LOCAL ECONOMY
- f. TRANSPORT AND INFRASTRUCTURE

FEEL YOU HAVE SOME TIME OR ADVICE TO GIVE TO THE VILLAGE?

Then please contact one of the steering group members for a no obligation chat. Contact details can be found at

www.surreycommunity.info/tatsfieldneighbourhoodplan

Or contact (Chair) or (Deputy) (full contact details redacted)

WE NEED YOUR HELP NOW, TO SECURE THE NEXT 20 YEARS IN TATSFIELD

Item 4 : From the Front Page of the Parish magazine April 2018

IMPORTANT NEWS

THE TATSFIELD NEIGHBOURHOOD PLAN NEEDS YOUR HELP!

**PLEASE COME TO THE PUBLIC CONSULTATIONS ON TUESDAY 24TH APRIL
FROM 6.00 – 8.00 AND/OR**

SATURDAY 28TH APRIL FROM 12.00 – 2.00PM

LOOK AT THE WORK OF THE STEERING GROUP AND GIVE US YOUR FEEDBACK

Item 5: Talk given at TPC Annual Meeting April 2018

‘Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. They are able to choose where they want new homes, shops and offices to be built, have their say on what those new buildings should look like and what infrastructure should be provided, and support planning permission for the new buildings they want to see go ahead.

Neighbourhood planning provides a powerful set of tools for local people to ensure that they get the right types of development for their community where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area.’

The Parish Council published Village Design Statements in 2007 and 2015 and for some time had the debate about producing a Neighbourhood Plan. They were aware that it would

require a significant financial input but more importantly it required the involvement of the whole community for it to truly reflect the wishes of the Parish.

Last year it was felt that the benefits of producing a NP would justify that effort, if the community could work together. The process is regulated and it is necessary to comply with all the stages and requirements if we intend to get official approval and have the Plan registered as part of Tandridge Planning process.

A Steering Group of Tatsfield volunteers divided the scope of the Plan into 6 key areas: Community Facilities, the Natural Environment, the Built Environment, Local Economy, Transport and Infrastructure and finally Housing. Each area has a small group to lead on the work which is brought back for wider discussion in the larger Steering Group.

We needed to register our Vision and Objectives

Our Vision – *In 2033, Tatsfield will have retained its strong community spirit and will continue to provide an excellent quality of life for residents, visitors and those who work in the Parish. Appropriate new development will have been provided to meet the needs of the local community whilst retaining the Parish’s semi-rural character and separate identity. The Parish’s functioning village centre will have been strengthened and valued local services and facilities will have been maintained and improved.*

Objectives - *To support our vision, the Neighbourhood Plan has the following objectives:*

Social

- 1. To make provision for sufficient new and affordable homes to meet the needs of the local community and encourage a balanced and diverse community.*
- 2. To improve the health and vitality of the parish and ensure the needs of residents and visitors are met through retaining, supporting and improving the parish’s abundant and diverse local community facilities, services and assets.*
- 3. To improve the provision of sustainable forms of transport.*
- 4. To bring about improvements to the parish’s road network and parking provision in the village centre.*
- 5. To ensure that new development is supported by necessary infrastructure.*

Environmental

- 1. To ensure new development retains Tatsfield’s unique sense of identity, physical separation and responds to its diverse built environment.*
- 2. To ensure that new development encourages a balanced and mixed community and is appropriate and proportionate to the scale and semi-rural character of the parish.*
- 3. To maintain and improve the parish’s valued green infrastructure network and informal public spaces linking the village to the surrounding countryside.*
- 4. To preserve and enhance the Parish’s landscape setting, protecting views into and out of the village and promoting greater connectivity to the Surrey Hills AONB.*
- 5. To preserve and enhance the parish’s valued natural environment, habitats and biodiversity.*

Economic

1. *To support and grow the parish's local economy and ensure the specific needs of the parish's local businesses are met.*

It is absolutely essential that at every stage we consult with the whole Tatsfield Community to ensure it truly reflects your wishes and priorities. Hence the Public events held in this Hall last week. All progress will be reported in the Village Magazine and Website. Soon every household will be asked in a survey about their housing needs and plans for the future to help us plan for growth over the next 20yrs.

*We will have to consider and answer some difficult questions in the next few months:
How do we attract and retain young families to keep our Parish vibrant and healthy? If we cannot do this will we lose our school?
How many new dwellings will we need over the next 20 yrs., and what size/ type of houses do we really need?
Should we consider adjusting the Green Belt boundary in order to accommodate more development?
Will new developments necessarily mean more made up roads and street lighting?
Is there anything we should do to attract new businesses?
Can this community survive with only one shop?*

Item 6: The Neighbourhood Plan – Progress Report

The Neighbourhood Plan Steering Group held the first of a series of public consultation sessions on Tuesday evening 24th and Saturday morning 28th April. It was very good to see a cross section of the Tatsfield community and we received just over 100 comments – here is a small selection of them:

- *Comments from young mums: "6-8pm not a suitable time and Saturdays children have activities all day. Can there be a place on website for questions / comments"*
- *"Important to me - being able to walk on footpaths through woods w/o getting in a car"*
- *"More public transport required for centres other than Biggin Hill especially for the elderly"*
- *"Tatsfield can only prosper from mixed development - bungalows, houses and truly affordable housing"*
- *"No more development on the roads that are already built. Move the development boundary to allow new housing and roads to be built"*
- *"We should build on the land between the school and approach road"*
- *"Development of back gardens along unmade Westmore Road is unacceptable. This part of Tatsfield should be excluded from further development"*
- *"Wholly supportive of affordable housing and restricted age housing so older people have somewhere to downsize and thus freeing up larger houses"*
- *"Perhaps we could have a few expert led nature walks around the village"*
- *"My business would be helped having a good post office locally"*
- *"Ask the youth what they want in Tatsfield. Use of Furze Corner."*
- *"Greengrocers / bakers selling fresh produce. Maybe excess veg from the allotments could be sold in the shop when it opens"*
- *"Broadband needs significant improvement. Dreadful service given how close we are to M25"*
- *"One-way system for Westmore, Crossways and Paynesfield"*

- *“Unmade roads remain unrepaired. Leads to damage. Speed bumps maybe an improvement. We need a policy for all unmade roads. What is the collective expectation and help”*

Do you agree/disagree with any of these statements? Would you like to add your own thoughts and opinions? You can do so now by emailing Neighbourhood Plan Steering Group Chairman Martin Allen on

We have already acted on the first comment from a young mum and asked a question on Tatsfield Talk asking for young mums to contact us and let us know when it would be a good time to meet us, unfortunately no one responded – but we will keep on trying!

All of the comments we received will be included in our continuing work and we will be arranging further public consultation sessions – watch this space!



Item 7: More News about the Neighbourhood Plan



Outer village- Maesmaur Road

Village centre- Westmore Road

What do you want Tatsfield to look like in 20 years’ time?

As part of the consultation on the developing Neighbourhood Plan, the built environment sub-group (Paul Jackson, Ian Mitchell, Althea Davies, Gillian Phillips and James Barker) has been listening to your views. The responses so far, some of which were included in last month’s magazine, indicate that residents are very conscious of the need to preserve the rural ‘feel’ of the village, represented

by the surrounding countryside, the varied and generally low density character of different roads and houses together with green verges, woodland and footpaths. Also important to local people is the quality of design of new development including house extensions.

The group has provisionally divided the village into loosely defined 'character areas':

1: **Tatsfield Village Centre** (encompassing the commercial area, school, village hall, pub, bakery, Westmore Green)

2: **Village Streets** (generally the remainder of the built up area within the settlement boundary)

3: **Outer Village** (all other mainly residential roads in the Green Belt including Rickets Hill, Church Lane, Kemsley Road, parts of Chestnut Avenue, Old Lane, part of Rag Hill Road, Maesmaur Road, Hillside, Ninehams Road, lower parts of Johns Road and Goatsfield Road)

4: **Farmland Village Setting** (areas of mainly agricultural land in which the village is appreciated including the former Beaver Water World, the golf course, Parkwood Road, Avenue Road)

5: **AONB Farmland** (beyond the escarpment but including Clarks Lane)

6: Inset areas to 5 above including **Clacket Lane Services** and **Moorhouse**.

Please get in touch with one of us or email tatsfield.plan@btinternet.com to say what you think is important about where you live or work and how it could be better. Or come to one of the regular meetings of the steering group. The Neighbourhood Plan will form part of the formal development plan for the area that Tandridge Council must have regard to when it makes planning decisions. We would particularly like you to consider the following:

- 1) What should the Neighbourhood Plan do in terms of controlling the aesthetics of new development?
- 2) To what extent, if at all, should the density of new development should be controlled in the centre of the village?
- 3) Are front gardens an important characteristic of the village? Should they be subject to any design guidance in the Neighbourhood Plan?
- 4) What views of the village from the surrounding fields and footpaths are especially valuable to residents, and why?
- 5) Colgates, the Manor House, St. Marys and Westwood Farmhouse are statutorily listed. Are there any other buildings which deserve to be locally recognised for their architectural quality?

Your views will be combined with responses from the other sub-groups (housing, natural environment, infrastructure, community facilities and local economy) to develop policies to ensure the village remains viable and attractive for the next 20 years.

Paul Jackson

Your village needs you!
Anyone can help with the Neighbourhood Plan.
If you're interested, come to the next steering group on 25 July at 8 pm in the Parish Room (behind the village hall)

Item 8: Neighbourhood Plan Steering Group Update

The Steering Group shared the Fairtrade gazebo at the Scout Fete on Westmore Green on Sunday 6th July, amongst the comments made to us was ***“No more bungalows knocked down to build more houses on the same plot”***. Do you agree/disagree with this comment? Did you know that you can now make your own comments about future development in Tatsfield on tatsfield.plan@btinternet.com or send them to me on jon@jonallbutt.co.uk and I will make sure they are put ‘on the record’.

The consultation process is moving ahead and over the next couple of months we will be circulating a **Housing Survey** and a **Business Survey**. These two surveys are vital to ensure the Steering Group have the most up to date data that is possible so please make sure to fill out and return them.

The Steering Group will be preparing and circulating a ‘call for sites’ that is to give landowners/homeowners the opportunity of identifying their land and/or properties if they wish them to be included in any future development plans and policies, it is expected that this will be done in September/October.

The Steering Group will continue to hold further public consultation sessions and are actively enquiring when would be the most suitable times for particular groups e.g. parents with young children, local businesses, elderly residents and local groups. We would very much like to hear from these and other groups – contact Jon Allbutt at or give him a call on

The next meeting of the Steering Group will be held in the Parish Room (The Aileen McHugo Building behind the Village Hall) on Tuesday 11th September at 8.00pm – please come and join us – **your input is vital to the consultation process!**

Item 9: Update

Morning Martin yes there is the piece for the NP in the Mag.

I have to say that my feeds to the wider media don't get much space at all but I will keep on trying!

The Scout Fete was manned by myself, Nic, Mike Sarl and Paul Jackson only but actually that was enough. Nic and I put up a board with maps, I printed off some copies of information, I put a notebook on the table to record comments - here they are:

Mrs Brian Lukes ***“No more bungalows knocked down to build more houses on the same plot”***

Various suggestions for services to be provided by the Shop - services for the elderly - newspapers - chill cabinet for customers to collect orders for meat - click and collect for bread, meat and vegetables.

Anon - ***“A village hub outside the shops - somewhere to sit and chat - paved and planted”***

Anon - ***“More parking in the village centre”***

Shop again various comments: ***“provide coffee, tea in a seating area outside the shop - simple food for cyclists, school traffic and walkers”***

Item 10: What are Community Facilities? A questionnaire

A community facility can be defined as a building or space where community led activities for community benefit are the primary use and the facility is managed, occupied or used primarily by the voluntary and community sector. Community facilities can be located in a wide range of venues. These can include purpose-built structures such as community centres and village halls, as well as adapted venues, including: historic listed buildings, converted houses, flats, shops, scout huts and rooms or halls attached to faith buildings. A wider definition of community facilities sometimes referred to as part of a place's infrastructure, could include those which provide a service to local residents: Health and community care: hospitals, outpatient services, nursing homes, dentists and general practice services. Non-residential institutions with a specific purpose: educational establishments, libraries, emergency services, places of worship.

What is a NP empowered to do and what can it propose, encourage and recommend?

Neighbourhood Plans are first about future development so it will be about policy that designates land in new developments for use by the community.

Creating policy concerning the use of local County Council levies from new housing developments under Section 106 of the Town and Country Planning Act securing community facilities in proposed new developments.

If community facilities are to be delivered as part of a residential scheme, policy as to time of completion of those facilities in relation to the whole development can be considered as too can its ownership.

Policy concerning protecting and enhancing existing community facilities.

Policy recommendation concerning the design, accessibility and facilities of new developments.

Identify and encourage delivery of community and well-being projects via Community Partnerships

Give factual evidence behind key issues, identify key issues behind objective, present clear objectives behind policy statements.

KEY QUESTIONS

1. How often do you use the community facilities in Tatsfield listed below?

Village Hall	
Scout Hut	
W I Hall	
St Mary's Church Hall	
Westmore Green (incl playground/sports equipment)	
Multi-Use Games Area (MUGA) at school	
Furze Corner – Football and cricket sports ground and clubhouse	

2. What further protection do you think is needed for the parish's existing community facilities and services and how can this be achieved.

.....

.....
3. What new or existing activities would you and your family like to see promoted or developed in the parish of Tatsfield?

.....
.....

4. Can you suggest the best site for these new activities?

.....
.....

5. Would you be prepared to help with the running of these new activities?

Yes/No

Item 11: Neighbourhood Plan Steering Group Update

The Steering Group shared the Fairtrade gazebo at the Scout Fete on Westmore Green on Sunday 6th July, amongst the comments made to us was ***“No more bungalows knocked down to build more houses on the same plot”***. Do you agree/disagree with this comment? Did you know that you can now make your own comments about future development in Tatsfield on tatsfield.plan@btinternet.com or send them to me on jon@jonallbutt.co.uk and I will make sure they are put ‘on the record’.

The consultation process is moving ahead and over the next couple of months we will be circulating a **Housing Survey** and a **Business Survey**. These two surveys are vital to ensure the Steering Group have the most up to date data that is possible so please make sure to fill out and return them.

The Steering Group will be preparing and circulating a ‘call for sites’ that is to give landowners/homeowners the opportunity of identifying their land and/or properties if they wish them to be included in any future development plans and policies, it is expected that this will be done in September/October.

The Steering Group will continue to hold further public consultation sessions and are actively enquiring when would be the most suitable times for particular groups e.g. parents with young children, local businesses, elderly residents and local groups. We would very much like to hear from these and other groups – contact Jon Allbutt at [.....](mailto:jon@jonallbutt.co.uk) or give him a call on

The next meeting of the Steering Group will be held in the Parish Room (The Aileen McHugo Building behind the Village Hall) on Tuesday 11th September at 8.00pm – please come and join us – **your input is vital to the consultation process!**

Item 12: Neighbourhood Plan Steering Group Update

During October a **HOUSING NEEDS SURVEY** was posted to every household in Tatsfield. The survey is also available online by going to: **<https://www.surveymonkey.co.uk/r/Q8DSM5L>**

Having up to date information on the housing needs of our community is a vital part of having a Neighbourhood Plan.

The process of collating and analysing the survey results will start very soon

DID YOU RECEIVE YOUR COPY?

DO YOU HAVE A HOUSING NEED IN TATSFIELD?

**HAVE YOU LOST YOUR COPY BUT STILL WANT TO RECORD
YOUR HOUSING NEED?**

Item 13: Neighbourhood Plan Call for sites

clerk@tatsfieldparishcouncil.org.uk, or Tatsfield.plan@btinternet.com

To whom it may concern,

Tatsfield Parish Council is preparing a Neighbourhood Plan that will influence and direct development in the parish over the next 15 years.

Neighbourhood Plans are able to allocate land for various uses including residential and commercial development and the provision of recreation space to ensure that the needs of the parish are met.

If you would like one or more sites to be considered for development through the Tatsfield Neighbourhood Plan process, we would very much like to hear from you. This is a different exercise from that undertaken by the District Council and we need to obtain the information independently.

A 'Call for Sites' application form is attached / is available on the Neighbourhood Plan website at <https://www.surreycommunity.info/tatsfieldneighbourhoodplan> or by a link from the Parish Council website www.tatsfieldparishcouncil.org.uk. Please fill in one form for each site and return by post or email to an address at the top of this letter by Thursday 28th February 2019.

Once completed forms have been received, the Parish Council will undertake a thorough site assessment process to identify the most sustainable options.

If you have any queries about the "Call for Sites" process or about the Tatsfield Neighbourhood Plan in general, please do not hesitate to contact the Parish Clerk.

Kind regards,

Item 14: Typical standard form of letter sent to Utilities Companies

21st March 2019

Dear Sir / Madam

Tatsfield Parish Council has embarked on a Neighbourhood Plan for the parishioners of the village to ensure that our strong community spirit will continue to provide an excellent quality of life for the residents now and for the next 15 years. This will include appropriate and new planned development in line with the requirements of the wishes of the people of Tatsfield.

We want to strengthen and develop the Parish's functioning village centre and ensure that any new development is supported by the necessary infrastructure.

We would look to how we can protect and enhance the environment, woodlands, meadows, landscapes and open views and continue to achieve high quality design sustainably and consistently with the already established character of the village and landscaping.

Our recent Housing Needs Survey brought to the attention of the Parish Council a need for a varied range of housing to meet differing needs.

The Neighbourhood plan will look at how we can improve the local infrastructure, roads, drainage, digital connectivity and provide improvements to the safety of pedestrians and cyclists.

To enable us to do this we are writing to ask if you could supply the following information.

1. Details of the infrastructure that you have within the Parish of Tatsfield, please provide asset maps if possible.
2. Details of infrastructure improvements (new or upgraded) planned in the parish over the next 15 years
3. Details of the infrastructure capacity constraints (if any) and whether there is adequate capacity within the existing network to serve new development, if possible please give an indication of what level of development could currently be accommodated i.e. up to 25 new residential units: 25-50 new residential units: 50+ new residential units etc.
4. Where capacity constraints exist, please indicate whether infrastructure improvements could feasibly be provided to enable new developments and, if so, how these would be secured (i.e. funding details).

In the coming months, the Neighbourhood Plan Steering Group will have a clearer indication of the level of the new development to be planned through the Neighbourhood plan as well as possible sites for new development. Your initial feedback will assist in these matters.

We thank you in advance for your cooperation and are keen to engage with you further as this process evolves.

Yours faithfully,

Item 15: Comments raised at the Scout Fete

'I would like someone to take over the empty shop - post office?'

'I value the bluebell wood, beauty, local to village – walking'

These points already formed part of the Neighbourhood Plan.

Item 16: Tatsfield Neighbourhood Plan update

- See 6.2 Feedback response above.

PUBLIC CONSULTATION SESSIONS ON TUESDAY 31ST APRIL AND SATURDAY 4TH MAY

A very important part of preparing a Neighbourhood Plan is to have evidence that the Steering Group have consulted the community and asked for their opinion of how the Plan is progressing. There were two public consultation sessions in 2018 and the many comments and suggestions were carefully recorded.

This year we were very pleased to see a total of 72 people who took the trouble to come along to the Parish Room and look at the latest editions of our Topic Papers, the results of the Housing Survey and the summary of the Call for Sites. The Housing and Settlement Areas were topics that produced the most feedback – here are some of the comments:

- *“Housing in Lusted Hall Lane*
- *“I would like to see more detached bungalows*
- *no further development in John's Road only build within the village settlement-protect the green belt*
- *As a longstanding villager I would prefer as little building to be done as possible and not on the green belt.*
- *Affordable housing has to be considered - Green belt is green belt - no houses thank you.*
- *Only build adjacent to settlement area - protect our green belt.*
- *There was a lot of support for Local Business - the need for light commercial sites and support for the Village Club becoming a Post Office.*
- *The need for improved infrastructure commensurate with any expansion and many comments about improved roads and signs and safety and the need to make the village centre work better.*
- *There were also comments to expand the footpath network.*
- *Natural and built environment comments included no more street lighting, let's preserve the dark,*
- *More trees - land needs cleaning up, establish wildflowers and unspoilt views should remain unchanged.”*

THE TATSFIELD PEOPLE AND PLACES PHOTO QUIZ – RESULTS

To encourage the community to come to our public consultation sessions there was a 20 question photo quiz of people and places around the village. The Steering Group offered a £50.00 prize for the winner who attended the Tuesday session and another £50.00 prize for the winner who attended the Saturday session.

WHAT NEXT?

All of the responses will be carefully collated and considered as we move towards the first draft of the Neighbourhood Plan expected to be ready for public consultation around the end of the year

Item 17: Tatsfield Neighbourhood Plan update

JULY AND NOVEMBER 2019

The work of the Neighbourhood Plan Steering Group has reached an important stage. The results of the Call for Sites were sent for independent assessment and the results of this assessment has now been received. This important document is undergoing scrutiny and discussion by the Steering Group and the Parish Council. There is much to discuss including the assessment of some sites that are close to the Village Settlement Area, the possible effect of a development on our landscape view, the need to ensure preservation of our mature trees.

The Steering Group are still appealing for local businesses to respond to the call for help in preparing a survey of local businesses and for them to make their views known as to how they see Tatsfield developing as a business community.

Further information can be seen by visiting the Neighbourhood Plan website www.surreycommunity.info/tatsfieldneighbourhoodplan or emailing comments to tatsfield.plan@btinternet.com; there will also be an opportunity to ask questions at the next meeting of the Steering Group on Tuesday 26th November in the Parish Room commencing at 8.00pm.

Item 18: Tatsfield Neighbourhood Plan update

2019 was a very busy and successful year for the Steering Group team. We now have detailed comments on our Call for Sites in Tatsfield from our independent agent AECOM, the Parish Council and our working groups; these will be evaluated over the coming months. The Housing Group have completed the draft Topic Paper on housing provision in Tatsfield. The Built and Natural Environment Group have also completed their draft Topic Paper that sets out a vision for how Tatsfield should look in the future – our landscape and street scene (houses and gardens) and how we can ensure a sustainable environment. There are also Topic Papers on Business and Community Facilities. These documents form the foundation for a draft Neighbourhood Plan document that is now being written and will be available for public consultation in the near future. That will be followed by a local Referendum and finally inspection by an independent expert.

However, before we reach these final stages, we must ensure that we are able to show that we have made these documents available for the community to inspect and comment. We are aware that finding a suitable date and time that is convenient for all is difficult. We need your help to be sure that we get our plans right for these public information events **we need to hear from you!** Whether you are representing a group, or you are interested as an individual please let us have your thoughts. These documents are now available on the Neighbourhood Plan website www.surreycommunity.info/tatsfieldneighbourhoodplan Please email your comments to tatsfield.plan@btinternet.com

Item 19: Tatsfield Neighbourhood Plan update

IMPORTANT INFORMATION FOR ALL RESIDENTS

The Steering Group and the Parish Council reluctantly agreed that due to the restrictions brought in to force over the Covid pandemic that all work be paused on the neighbourhood Plan.

But now that there seems to be some light at the end of a very bleak tunnel we are intending to start the process again and would hope that the members of the committee that were with us at the time of the work being paused will come back to us but we would also welcome any one else that would be willing to put some time in to the project for the benefit of the village for the next 20 years.

To remind everyone that Tatsfield decided to prepare a Neighbourhood Plan so that we could set out a vision for the development of the village for the future. If completed and adopted our Neighbourhood plans must be taken in to account by the Local Planning Authority at Tandridge District Council when they are considering any applications for development in Tatsfield. It is essential that the plan is written and that it serves to protect what the villagers love most about the village.

An essential element of this project is to consult with the public (you) throughout and having completed one consultation earlier in the process we were readying for another consultation at the end of March which of course we had to postpone due to the pandemic but we intend to bring these back as soon as we can. Your participation is vital to the success of the plan and harmony of the village and we hope you will share your thoughts with us at that time.

As we are restarting the process, I wanted to remind you of the ways you can become involved or be informed of the process as it happens.

You can join the steering group, we generally hold monthly meetings to discuss and progress the matters dealt with by the Topic Groups where you will see the work completed to date.

You can join one of the Topic Groups as each of the Topics (below) focuses on specific areas of the plan. If there is one area that you feel particularly strongly about, or have specific expertise to share then please get in touch.

The Topic groups are

COMMUNITY FACILITIES, THE LOCAL ECONOMY and TRANSPORT AND INFRASTRUCTURE

Whilst these topics are mainly completed they will need to be refreshed before final completion.

BUILT AND NATURAL ENVIRONMENT and HOUSING

If you feel you have some time, knowledge or experience to give to the village.

Check out the Neighbourhood Plan website <https://e-voice.org.uk/tatsfieldneighbourhoodplan>

For all you need to know as to where we are now.

You can also email any thoughts suggestion or questions to us at Tatsfield.plan@btinternet.com

Contact one of the Steering group members for a no obligation discussion.

Contact details for the Chairman, the Vice Chairman, Publicity Manager and the Parish Chairman were given but have been redacted.

When we return to masterminding the Neighbourhood Plan we will need your help to try and secure what you would like the village to look like in the next 20years, so please come forward and help us.

Ps. since we have paused the process the Government has announced on the 4thAugust 2020

In a press release:

£1.3 billion investment to deliver homes, infrastructure and jobs

Funds to deliver up to 45,000 homes, create up to 85,000 jobs and upgrade skills and infrastructure to help fuel a green economic recovery announced

So we need to know what your thoughts are about our proposed suggestion to build between 50 – 150 houses mostly small affordable houses in and around the borders of the village. Full details can be found on the website. We will be back with you (hopefully) later in the year with the rearranged consultations that we had to cancel earlier this year.

Item 20: Tatsfield Neighbourhood Plan update

IMPORTANT UPDATE FOR ALL RESIDENTS and any newcomers to the village

Tatsfield is in the process of preparing a Neighbourhood Plan that we hope will set out a vision for the development of our village over the next 15 years. The Neighbourhood Plan if accepted must be referred to by the Planning officers at Tandridge District Council when they are considering any application for development in Tatsfield. It is essential that the plan is written and that it protects what Tatsfielders love most about the village.

An essential element of this project is to consult the public (you!) throughout the process – **your participation is vital to the success of the plan** and continued harmony of the village.

HOW CAN YOU BECOME INVOLVED? THERE ARE THREE WAYS:

MEET THE STEERING GROUP, at their next meeting usually held on a Wednesday in the A.M.B. Please come along and see the work completed to date.

JOIN THE STEERING GROUP

During the “pause” for Covid much has changed and we have lost some members of the committee and are in need of new interested persons to join the committee and one of the groups below.

MINUTES SECRETARY – We are in particular need of a Minute Secretary / administrator to handle the minutes and processes of the committee. If you are interested in assisting us in this way and joining the committee please contact either myself or Susan Smale or Kim Jennings. Contact numbers are below.

JOIN ONE OF THE TOPIC GROUPS

Each of the topic groups focuses on specific areas of the plan. If there’s one area that you feel particularly strongly about, or have specific expertise to share, please do get in touch.

- COMMUNITY FACILITIES
- HOUSING
- BUILT ENVIRONMENT
- NATURAL ENVIRONMENT
- THE LOCAL ECONOMY
- TRANSPORT AND INFRASTRUCTURE

We would also ask someone that would be prepared to take on the role of Group Leader of a “Sustainability for the future” in the Neighbourhood Plan.

You would be starting from scratch but would be offered all of the assistance needing to get the papers completed in time.

FEEL YOU HAVE SOME TIME OR ADVICE TO GIVE TO THE VILLAGE?

Then please contact one of the steering group members for a no obligation chat. Contact details can be found at www.surreycommunity.info/tatsfieldneighbourhoodplan

NEED YOUR HELP NOW, TO SECURE THE NEXT 15 YEARS IN TATSFIELD

Please consider the role of the Minute Secretary and contact one of us for any information you may require.

Item 21: Tatsfield Neighbourhood Plan update

To All Villagers,

The Tatsfield Neighbourhood Plan Steering Group have been working very hard in recent years to prepare a Neighbourhood Plan and this is now published in draft form for public consultation. This plan, if approved by the community, will set out our vision for the future of Tatsfield and must be taken into account by TDC when considering applications for future changes to the structure of the village e.g. new housing and land use. Please read the draft document and then fill in the survey form, this is your opportunity to make your contribution to the future of our village. This consultation runs for six weeks from 20th February 2022 until 5pm on 4th April 2022 and you can meet the team and ask any questions at: TATSFIELD NEIGHBOURHOOD PLAN - PUBLIC CONSULTATION SESSIONS IN THE MEETING ROOM, AILEEN McHUGO BUILDING, BEHIND THE VILLAGE HALL SATURDAY 12TH MARCH 11.00pm – 3.00pm and SUNDAY 13TH MARCH 11.00am – 3.00pm HELP US SET OUT A VISION FOR THE FUTURE OF OUR COMMUNITY FOR THE NEXT 15 YEARS – or Paper copies are now also distributed throughout the key village locations.

Please do let us know your thoughts and feelings Martin Allen Chairman - Tatsfield Neighbourhood Plan Steering Committee

Please use tatsfield.plan@btinternet.com to send comments about the Neighbourhood Plan.

Item 22: Tatsfield Neighbourhood Plan update

IMPORTANT UPDATE FOR ALL RESIDENTS

I am pleased to advise that a final draft of the Tatsfield Neighbourhood Plan setting out a vision for the development of our parish over the next 15 years is now complete. The Neighbourhood Plan if accepted must be referred to by the Planning officers at Tandridge District Council when they are considering any application for development in Tatsfield. It is essential that the Plan is completed and that it protects what Tatsfielders love most about the village.

An essential element of this project is to consult the public (you!) for your thoughts on the Plan so your **participation is vital to the success of the plan** and continued harmony of the parish.

So by the time you read this in the Magazine the draft Tatsfield Neighbourhood Plan will have been loaded on to the Tatsfield Neighbourhood Plan website Parish Council website and Village website and will be available in hard copy in the shops and businesses in the village centre and school and Parkwood Golf Club.

A copy will also be sent to Tandridge District Council as the Local Planning Authority for their views. If you would like a copy sent to you by email then please send your request or any comments in relation to the plan to:- tatsfield.plan@btinternet.com

Tatsfield Neighbourhood Plan website address:
<https://e-voice.org.uk/tatsfieldneighbourhoodplan/>

You can also record your comments online by clicking on:
<https://giveyourviews.typeform.com/to/oGdN9Q9k>

Please take the time to read it and let us have any comments. See below ***

The weekend of Saturday 12th March and Sunday 13th March has been set aside for a drop in consultation in the Aileen McHugo building where you can meet and discuss the Plan with members of the Steering Group and Parish Councillors.

The AMB will be open between 11am and 3pm where you will be able to see hard copies of the draft plan. Please put the date in your diary now.

This consultation runs from 20th February 2022 until 5pm on 4th April 2022.

WE NEED YOUR HELP NOW, TO SECURE THE NEXT 15 YEARS IN TATSFIELD

*** A summary of all comments will be made publicly available. Please note that any other personal information provided will be confidential and processed in line with the Data Protection Act 1988 and General Data Protection Regulations.

Tatsfield Parish Council will process your details in relation to the preparation of a response to this consultation only.

As part of the consultation and in line with the General Data Protection Regulations (GDPR) please confirm that you are happy for Tatsfield Parish Council to pass on your contact details (name, address, email address) to Tandridge District Council so that they can contact you at the Regulation 16 consultation and examination stages if required.

NB. Some of the draft has been edited due to relevance

TATSFIELD NEIGHBOURHOOD PLAN NOTICE OF PUBLIC CONSULTATION SESSIONS IN THE MEETING ROOM, AILEEN McHUGO BUILDING, BEHIND THE VILLAGE HALL

SATURDAY 12TH MARCH 11.00pm – 3.00pm and SUNDAY 13TH MARCH 11.00am – 3.00pm

HELP US SET OUT A VISION FOR THE FUTURE OF OUR COMMUNITY FOR THE NEXT 15 YEARS AT THESE SESSIONS YOU WILL SEE:

⇒ THE FINAL VERSIONS OF OUR TOPIC PAPERS FOR THE BUILT AND NATURAL ENVIRONMENT; LOCAL ECONOMY; TRANSPORT AND INFRASTRUCTURE; COMMUNITY FACILITIES

⇒ REGULATION 14 PUBLIC CONSULTATION DRAFT OF THE NEIGHBOURHOOD PLAN COME AND SEE THESE IMPORTANT ELEMENTS OF THE PROJECT AND LET US HAVE YOUR FEEDBACK IF YOU ARE UNABLE TO ATTEND BUT WANT A COPY

Item 23: From the Minutes of the Steering group meeting on 27 July 2022

All minutes of Steering group meetings are on the Neighbourhood Plan website.

Update and response from the Communication and public consultations of the Neighbourhood Plan Reg 14 Consultation

Responses from JK (circulated to Group)

Page 76 08.5 renumber 08.6 and Amend the heading ‘Sustainable Buildings’ to ‘Sustainable Developments’ agreed

Whole section replace with: To mitigate emissions that worsen climate change it is essential that all developments must now seek to minimise their energy use and, where practicable, adopt locally produced renewable energy to meet their needs. All new developments should seek to reduce their carbon footprint both in construction and in occupation through the careful selection of materials, and construction methodology They should also be minimising their energy use and maximise the proportion of energy used from on site or locally produced renewable energy sources. The substantial refurbishment and upgrade of existing buildings is encouraged where possible to retain existing embodied carbon. Any replacement development should also set out to consume significantly less energy than the development it replaces. To enable us to make meaningful steps in the right direction, in all cases a developer should be encouraged to go beyond the minimum requirements of the Building Regulations and should aim to:-

- demonstrate that it has taken all reasonable steps to minimise energy use and maximise energy efficiency;
- demonstrate that systems have been designed to operate at optimum efficiency;
- maximise the proportion of renewable energy generated on-site;
- facilitate the maximum use of renewable energy from locally produced off-site sources where available; and
- be future-proofed where practical.

Developments should be encouraged to prioritise low carbon energy sources over other forms of fossil fuel-based energy or those that can have adverse impacts on air quality. - Agreed

Page 76 08.6 renumber 08.7 - Agreed

Page 77 08.7 Climate Change and sustainability policies - Renumber 08.8 - Agreed

Page 77 Policy TNP08C Sustainable Transport – Delete first para - Agreed

Local Green Spaces and designation

Page 30 02.5 Review the draft and amend as appropriate. To separate Kemsley Wood from Parsons Shaw in the list

Raise proforma letter to send off to Landowners advising/asking them regarding Local green space designation.

To search for local addresses for owners for correspondence

Item 24: To Parish Council

(See also Section 9 above)

To: Tatsfield Parish Council c/o the Clerk.

13th October 2022

Standard format to Landowners.

Ref: Tatsfield Neighbourhood Plan – Local Green Spaces

Millennium Wood and KE (VII) Memorial ground - Kemsley Wood - Ashen Shaw

We are writing to consult you about the possibilities and advantages of declaring the above referenced areas as Local Green spaces within the emerging Tatsfield Neighbourhood Plan.

Tatsfield is washed over by the Metropolitan Green Belt. Green Belts do not preclude all development, and within the defined village there is scope for new development under the adopted and emerging Tandridge Local Plan. Green Belts do not recognise the landscape quality or community value of land.

Planning Practice Guidance indicates that consideration should be given to whether any additional local benefit would be gained by designation as Local Green Space. It says: ‘One potential benefit in areas where protection from development is the norm (e.g. villages included in the Green Belt) but where there could be exceptions is that the Local Green Space designation could help to identify areas that are of particular importance to the local community’.

It also says ‘Some areas that may be considered for designation as Local Green Space may already have largely unrestricted public access, though even in places like parks there may be some restrictions. However, other land could be considered for designation even if there is no public access (e.g. green areas which are valued because of their wildlife, historic significance and/or beauty). Designation does not in itself confer any rights of public access over what exists at present.

Any additional access would be a matter for separate negotiation with landowners, whose legal rights must be respected’.

The main aim of NP policy on Local Green Space is to ensure the space remains open and its community value is maintained; and to ensure adjacent development complements its setting.

Paragraphs 101 and 102 of the National Planning Policy Framework state: *The designation of land as Local Green Space through local and neighbourhood plans allows communities to identify and protect green areas of particular importance to them. Local Green Spaces should only be designated when a plan is prepared or updated, and be capable of enduring beyond the end of the plan period.*

The Local Green Space designation should only be used where the green space is:

(a) in reasonably close proximity to the community it serves;

(b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and

(c) local in character and is not an extensive tract of land.

We would ask that you give the above your consideration and confirm to us that you accept and agree that the Green Space identified above be allowed to be designated accordingly.

However if you have any further questions over this designation we would be happy to talk this through with you.

For further information about the Neighbourhood Plan please go to the website

<https://e-voice.org.uk/tatsfieldneighbourhoodplan/>

If you have any questions or require any further clarification on this please contact the Neighbourhood Plan using the email address below:

Tatsfield.plan@btinternet.com