

# POCKLINGTON NEIGHBOURHOOD PLAN CONSULTATION STATEMENT DRAFT JUNE 2022



## 1 INTRODUCTION

This Consultation Statement has been prepared to meet the legal obligations of the Neighbourhood Planning Regulations 2012 as they relate to the Neighbourhood Plan (NP) for Pocklington.

The legal basis of the statement is contained in Section 15(2) of Part 5 of the Neighbourhood Planning Regulations which require that a consultation statement should be produced which:

- 1 Gives details of the persons and bodies who were consulted about the proposed Neighbourhood Plan;
- 2 Gives an explanation of how they were consulted;
- 3 Summarises the main issues and concerns raised by the persons consulted; and
- 4 Describes how these issues and concerns have been considered and, where relevant, addressed in the proposed Neighbourhood Plan.

This statement does the following:

- 1 Sets out the aims of the consultation process;
- 2 Summarises the approach to consultation;
- 3 Details the consultees; and
- 4 Sets out the consultation stages, the issues and concerns raised at each stage and the way in which they have been addressed.

## 2 CONSULTATION AIMS AND APPROACH

### 2.1 Aims

The aims of the consultation process have been:

- 1 To involve the community so that the plan was informed by, and took account of, the views of local people living, working and carrying out business in the Neighbourhood Plan Area.
- 2 To involve a wide range of statutory and non-statutory bodies in the development of the plan at key stages.
- 3 To ensure that consultation took place at critical points in the process where decisions needed to be taken.
- 4 To consult regularly and closely with officers of East Riding District Council (ERYC) to ensure that the plan was developing in line with legal requirements.

### 2.2 Approach

Consultations and engagement activities took place in three progressive stages:

- 1 **Up to 2019:** the steering group met with a number of stakeholder groups in a wide context. The outcomes informed and shaped the policy areas for development of the plan.
- 2 **2019:** policy directions were established, and community engagement took place – these exercises shaped and influenced the vision, objectives and content of the policies of the emerging draft plan and the decision to draw up a design guide & codes for Pocklington.

- 3 **2020 onwards:** development of the plan was slowed down by the COVID-19 pandemic and then after a period of further development and alignment of both documents, the regulation 14 consultation took place on the draft plan and the design guide & codes, providing the opportunity for people and organisations to influence the content of the Submission Version Neighbourhood Plan.

### 3 BACKGROUND

In 2013 a group of local volunteers had produced a Community Led Plan (“Your Town, Your Plan, Your Pocklington Future”, shown as Exhibit A to this document) for Pocklington on the basis of their research and consultation across the community. This showed that local people were most concerned about the possible scale of housing developments in the town and accordingly, under the auspices of the Town Council, a steering group of councillors and local volunteers was formed to produce a Neighbourhood Plan for Pocklington and first met in June 2013. The Neighbourhood Plan Steering Group (NPSG) contained Councillors from Barmby Moor Parish, who encouraged the steering group to include the Pocklington Industrial Estate although it is located on Barmby Moor land adjacent to Pocklington.

### 4 INITIAL STEPS

In October 2013 Pocklington Town Council submitted a proposed area designation including the Pocklington Industrial Estate to East Riding of Yorkshire Council (ERYC), following which a six week consultation was conducted. This was successful and the ERYC cabinet paper describing the process and designating the proposed area, together with a map of the area itself are shown as exhibit B.

In mid-2014 the NPSG produced and distributed a paper questionnaire to all households in Pocklington, Barmby Moor and businesses on the Pocklington Industrial Estate, as well as offering respondents the opportunity to complete it online via a form available on the Town Council website. The questionnaire was exploratory in nature, seeking to inform the thinking of the steering group regarding the priorities and organisation for the neighbourhood plan. A total of 489 responses were received. A summary of the questions and responses is available as exhibit C.

### 5 2017 CONSULTATIONS WITH STAKEHOLDER GROUPS

In 2017, to inform the thinking of the steering group and to lay the foundations for the questions in the main public survey (which was held in 2019), a number of stakeholder groups were contacted for their views. For each group a script of questions was prepared, with some questions deliberately open-ended. After the first interview in each group the script could be amended as necessary in the light of experience. Key points from these interviews are summarised in Exhibit D.

#### 5.1 *Local schools*

We spoke with the head teachers of the five local schools: Pocklington School, Pocklington Church of England VC School, Pocklington Community Junior School, St Mary and St Joseph’s Roman Catholic Primary School and Woldgate School. The main finding was that the schools were active in capacity planning for the projected increase in numbers of pupils.

#### 5.2 *Estate agents*

Members of the steering group spoke with representatives of three out of the four estate agents in Pocklington. It was felt that the responses received were very

perceptive and they combined to give a very detailed picture of housing needs and supply.

### **5.3 Local builders**

The steering group could not identify a single local building company whose main activity was building new houses but a local builder who in the past had built numbers of houses was interviewed. He told the steering group that several local housebuilders had closed after the 2008 bank crash.

### **5.4 Pocklington Carers Group and Sherbutt House**

The carers group is about 30 strong and is made up of carers and people who are disabled or need support. It is part of a wider East Riding carers group and has links to ERYC services. A meeting was held with several members of this group and the principal outcomes related to needs for more “age appropriate” housing and the fact that the carers themselves were getting older and were finding it harder to cope.

Sherbutt House provides accommodation and support for a number of adults who may have a learning disability. Their most significant concern was that footpaths throughout the town need to be well maintained in order to facilitate use by people in wheelchairs.

### **5.5 Developers and landlords**

The steering group interviewed one local developer. The steering group found that national developers, although active in the town, were not prepared to speak with members of the project team.

### **5.6 Local businesses**

A visual survey of businesses in Pocklington town was conducted in May 2015 and identified a total of 173 businesses. 143 were in the Town Centre of which 136 were in the Primary Shopping Area as defined in the July 2016 local plan policies map produced by ERYC.

Representatives of a total of 16 businesses within the town were interviewed. These comprised 7 retail shops, 3 cafés, 5 service providers and 3 commercial businesses which represented approximately 12% of all the businesses identified in the town. Comments from interviewees were wide and varied and 34 specific issues were abstracted from the records of interviews, the summary of which is available as Exhibit G.

## **6 2017 SUMMATIVE REPORTS**

A series of summative reports were produced using headings in the draft neighbourhood plan. These both drew together the findings of the various stakeholder groups previously identified but also involved a number of specific consultations with other groups and organisations.

### **6.1 Transport**

Members of the steering group contacted a number of groups and organisations concerned with transport issues:

- The A1079 Group which is a campaigning group for improvements to the main York-Hull Road.
- Businesses in the town and industrial estate.
- A care services company.
- Ten out of the 26 regional coach operators replied to a questionnaire from the steering group and East Yorkshire motor services were interviewed.

- Humberside Fire Service replied to a questionnaire.
- Pocklington Running Club replied to a questionnaire.
- Sustrans, the UK charity aiming to enable people to travel by sustainable means for everyday journeys, was also contacted and their views obtained.

A summary report listing the issues raised by the above groups and all the other groups that had expressed views on transport was produced and is available as Exhibit H.

## 6.2 Economy and Jobs

Representatives of a cross-section of 16 businesses and other organisations in Pocklington were interviewed in early 2017 and a summary report relating to economic and employment issues was produced. The report is available as Exhibit I.

## 6.3 Housing

A report was produced summarising the housing issues raised by the various stakeholder groups contacted in 2017, and is available as Exhibit J.

# 7 2019 PUBLIC CONSULTATION SURVEY

This survey, which was held in April 2019, provided the largest body of evidence to the Neighbourhood Plan Steering Group. The survey was publicised on the Town Council website, the Wolds Magazine (which is delivered free to all households in Pocklington and some surrounding parishes) and in the local newspaper, the Pocklington Post as well as in posters placed around the town and social media.

The survey was designed to capture information on all the topic areas of the neighbourhood plan together with demographic information about respondents. A company specialising in evidence collection and analysis for towns and town centres, People and Places Insight Ltd. (P&PI), was employed to run the survey and produce a report. Paper copies of the survey were delivered to all households in the neighbourhood plan area, about 4,000 in all. The front page of the paper survey encouraged respondents to use an online version of the survey which was provided by a Survey Monkey application written by P&PI. A total of 963 replies were received, a 24% response rate.

The consultant's report was comprehensive and identified issues and concerns which were instrumental in shaping the policies and priorities for the plan. The report had a number of appendices analysing the free text responses on a question by question basis.

The survey contained a mix of tick box questions and others where a textual response was requested. Efforts were made to process the latter type of responses thoroughly and an Excel application was written to extract those which contained particular keywords such as *tourism*, *industrial estate* or *youth club*. The extracted responses from a given keyword were put into a Microsoft Word document which could be studied in detail, looking for context etc. The name of the file for a given keyword indicated the keyword and the number of times it occurred in the survey responses. A total of 68 of these files were produced. Exhibit K contains a copy of the survey questionnaire, the consultant's report on the survey and some examples of the extracted keyword files.

## **8 OTHER 2019 CONSULTATIONS**

### **8.1 Young People Count**

In 2019 the steering group liaised closely with this local charity which offers support, advice and training for young people between 11 and 18 living in or around Pocklington. The draft neighbourhood plan document of the time was jointly updated to record the needs of young people and to mention the charity.

### **8.2 Pocklington Industrial Estate**

In late 2019 representatives of the steering group met with staff from ERYC and the East Riding Local Enterprise Partnership for assistance in planning a short face-to-face survey intended to contact a selection of businesses on the industrial estate to enquire about needs they might have that were relevant to the neighbourhood plan. The survey was planned to contact those companies that mentioned career opportunities on their websites and information was sought about factors that influenced their needs, their success and their growth. In the event 6 companies were contacted. The enquiry form used and a summary report from the survey is reported as Exhibit E.

### **8.3 Medical centre**

In 2019 the Practice Manager of the Beckside Medical Centre in Pocklington met representatives of the steering group. The principal outcome was that the Centre was operating within capacity and able to register new patients, with no problems reported.

### **8.4 Local sports clubs**

Pocklington is well endowed with sports clubs which have a significant profile in the region. In 2019 the steering group met with representatives of the rugby club, the football club, the tennis club and the cricket club. All the clubs were operating well and although they had needs, they had plans to fulfil them. The report of the meetings is available as Exhibit F.

### **8.5 Burnby Hall Gardens and Museum**

The Gardens and Museum, a Charitable Incorporated Organisation once located on the edge of the town but now finding itself near the centre, is a major visitor attraction to Pocklington with around a 100,000 visits per annum. It has 6 themed gardens set around 2 lakes which are home to a National Collection of water lilies. The steering group met the Gardens' senior management in late 2019. The principal finding was that inadequate provision for parking cars and coaches was often a severe bottleneck on the Gardens' ability to accept customers, especially in the summer months.

## **9 2022 CONSULTATION TO MEET REGULATION 14 REQUIREMENTS**

This consultation was held between 12<sup>th</sup> of March to 18<sup>th</sup> May 2022. The documents under consultation were the draft Neighbourhood Plan and the Design Guide & Codes produced by AECOM Ltd.

The consultation was announced beforehand by notices in the Wolds Magazine, which is delivered free to all households in Pocklington and some surrounding parishes, as well as in two issues of the local newspaper, the Pocklington Post, and on social media. Posters advertising the consultation, mostly of A3 size, were put up at 16 locations in the town, four of which were provided with paper copies of the two documents and response forms.

Online documents for the consultation were made available on the Town Council website <https://www.pocklington.gov.uk/>

The Town Council homepage announced the consultation and had links to:

- A description of the consultation.
- An online and downloadable copy of the draft Neighbourhood Plan.
- An online and downloadable copy of the Design Code.
- A map showing the spatial extent of the policies in the Neighbourhood Plan.
- An online form to facilitate making comments about the Plan and Design Code, using Survey Monkey.

Drop-in sessions, to allow the public to discuss the main two documents with Town Councillors and members of the Neighbourhood Plan Steering Group, were held during the consultation period on Tuesday mornings at the Arts Centre, and Saturday mornings at the Library.

An email list of contacts in statutory consultee organisations covering the requirements of a Neighbourhood Plan, plus a number of local businesses and community based organisations, was prepared with advice from ERYC, and an invitation to participate was sent to all 315 contacts. Twenty-three online responses were received along with seven on paper.

All the responses to the consultation were collated into an Excel spreadsheet. These were assessed and comments about the responses together with decisions on actions to be taken regarding changes to the plan were recorded into the spreadsheet.

Exhibit L contains images of the advertising posters used, the file of statutory organisations contacted and the spreadsheet of responses and actions.

## **10 FEEDBACK TO THE PUBLIC**

Minutes of steering group meetings are available online on the Pocklington Town Council website.

Progress of the Neighbourhood Plan project has always been an agenda item at the Town Council's annual Town Meetings with the public and comments and discussion have always been encouraged at these meetings.

Soon after the 2019 public survey a public meeting was held on 15 June 2019 to give feedback on its outcomes, when a presentation was given by the consultancy company that had analysed the survey followed by a question and answer session.