

Methodology Statement

The Witton Gilbert Parish Plan of 2012 was produced following a detailed questionnaire sent to every household and establishment within the parish. Data was analysed which, together with comments received at public consultation meetings resulted in the published plan. A key action within the Parish Plan stated. "Set up a Planning and Development Action Group whose aims are to clarify the planning issues for Witton Gilbert. Ensure that the village and Parish Planning strategy is properly informed by a clear understanding of the Community's wishes".

The Localism Act of 2011 presented an opportunity to implement the views expressed by the community and help shape the future of our parish by creating a Neighbourhood Plan.

The Witton Gilbert Development Group was set up in October 2012 with the task of implementing the actions contained in the Parish Plan. Work was carried out by this group to examine the planning goals and investigate the possible benefits of neighbourhood planning. The Parish Council, as the qualifying body, set up a Neighbourhood Planning Sub-group in May 2013 and invited volunteers to join a group of parish councillors to form the core group. This group then commenced the process of examining the work carried out by the Development Group and resolved to develop a Neighbourhood Plan for the Parish of Witton Gilbert.

The Household Questionnaire together with the recently published 2011 Census and the data and policies within the then emerging County Plan would form the basis for the Neighbourhood Plan, together with a number of community consultation events, held to inform and capture residents views and concerns. The goals and objectives identified in the Parish Plan were broken down into the subject headings of housing, transport, heritage, protected green spaces, sustainability and the establishment of a village centre. These were then used to focus the public consultation and help explain the process and benefits of neighbourhood planning. Feedback and observations collected at each event were then recorded and used to inform the developing plan and the next consultation process.

Methodology

- Identification of NP area: : It was agreed at an early stage to use the Parish Boundary as the Neighbourhood Plan area as it contains only one main settlement and most of the available information is structured in existing constitutional and parish boundaries. The Parish Council also has the authority to deliver the Plan
- Establishment of a NP group: Comprised of 3 Parish Councillors, Parish Clerk and 4 resident volunteers meeting weekly. Agreed and made clear that the NP group would represent the whole community and not any group member(s)
- Decision to undertake rather than commission. Plan is community led and group members will formulate policies following full public engagement, with the help of a consultant chartered town planner
- Project plan identifying key stages, actions and timetable
- Identify areas of interest to focus plan
- Draw up list of key community assets
- Establish working arrangements with local partners and stakeholders. Consultation with landowners, County Council, local councillors
- Collection of baseline data: to provide basis for identifying issues and evaluating the effects of options. Checklist of area characteristics

- Consultation and community engagement: public consultation workshops, analysis of results and interim reports. Publicity reports in bi-monthly parish newsletter.
- Review evidence base: NPPF, Local Development Plan, Parish Plan, ONS data, new evidence
- Define policies based on evidence
- Community consultation on pre-submission draft plan