

BRIZE NORTON NEIGHBOURHOOD PLAN

APRIL 2024

CONSULTATION STATEMENT

"our village
our community
our future"

Contents

Introduction 3
Background to Neighbourhood Plan Consultation 3
Establishing Our Neighbourhood Plan Area 3
Aims of the Brize Norton Neighbourhood Plan Consultation Process 4
Brize Norton Consultation Strategy 4
The steering group engagement strategy 4
Research and dialogue 5
Keeping the community informed 6
Consultation Stages in the Development of the Neighbourhood Plan 6
Consultation on Developing the Neighbourhood Plan Vision, Aims, and Objectives 7
Consultation on the Issues and Options 15
Rural Setting 15
Green Spaces 16
New Housing 16
Facilities & Amenities 16
Transport & Movement 16
Drafting the Neighbourhood Plan: summary of issues raised in consultation 18
Pre-submission Regulation 14 Consultation 19
Conclusion 22
Appendix A - Summary of Consultation Activities 24
Appendix B – Regulation 14 Consultation Responses and Plan Changes 27
Comments received from statutory consultees and our responses 27
Comments received from individuals and our response 34
Comments received from local groups, organisations, and businesses. 35

Abbreviations

BNPC	Brize Norton Parish Council
BNNP	Brize Norton Neighbourhood Plan
BNNPSG	Brize Norton Neighbourhood Plan Steering Group
CFO	Community First Oxfordshire
OCC	Oxfordshire County Council
WODC	West Oxfordshire District Council

Introduction

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

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

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

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

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

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

Background to Neighbourhood Plan Consultation

The project to develop a Neighbourhood plan commenced in 2017, following a presentation to the Parish Council which detailed how the adopted Local Plan would affect the Carterton sub-area and in particular, the Parish of Brize Norton.

Due to the large number of houses to be built within the sub-area, which included a large development in Brize Norton, the Parish Council agreed that it was important to have a Neighbourhood Plan in place. A Steering Group which was comprised of two parish councillors, and initially six (now three) residents, was set up and the plan development commenced.

Establishing Our Neighbourhood Plan Area

Application to West Oxfordshire District Council for the designation of Brize Norton Civil Parish as the Neighbourhood Plan Area for the purpose of producing the Brize Norton Neighbourhood

Plan pursuant to the Neighbourhood Planning (General) Regulations 2012 was made on 8th May 2017.

The NP designated area was confirmed by West Oxfordshire District Council in May 2017 and confirmed as being the same as the Parish boundary, so no further consultation was required.

Aims of the Brize Norton Neighbourhood Plan Consultation Process

The aims of the Brize Norton Neighbourhood Plan consultation process were:

- To involve as much of the community as possible throughout all consultation stages of the Plan development so that it is informed by the views of local people and other stakeholders from the start of the neighbourhood planning process.
- To ensure that the community was aware of the development of the Plan by way of use of Neighbourhood Plan and Parish Council web sites, Parish Council notice boards, the Parish magazine which is distributed free of charge to every household, social media, and consultation events.
- To ensure that consultation events took place at critical points in the process where decisions needed to be taken.
- To encourage participation in the consultation process by way of engagement across different community groups and residents so that the views of all could be gathered from as wide a range of people as possible, using a variety of approaches, communication, and consultation techniques.
- Provide suitable means for the Steering Group to publish information and evidence data to the community throughout the process by way of a dedicated web site. This web site also has the ability for the community to correspond with the steering group.
- To update on progress at significant stages so as to inform, including through the Parish Council web site and Parish Magazine.
- To ensure that results of consultations were used to develop policies to address community and village needs, and thus enable a plan for the village, that would help shape the future of the village for the period of the plan.

Brize Norton Consultation Strategy

The steering group engagement strategy

- Once the Parish Council had given the go-ahead, the objective was to commence the formation of a Brize Norton Neighbourhood Plan Steering Group. BNPC provided a 'Terms of Reference' document which was agreed and signed by the Steering Group members. V1 was signed in 2017 however, the latest V4 is dated 2023.
- Liaise with WODC for them to provide a 'Designated Area' for the BNNP. This was provided in May 2017 and is the same area as defined by the Parish boundary.
- Create a dedicated web site to enable the steering group to publish information and evidence data to the community. This web site also has the ability for the community to correspond with the steering group**. Brize Norton Neighbourhood Plan: www.brizenortonplan.org.uk.**

- Engaging with the Parish community. This commenced with a Community Consultation presentation in April 2017.
- The results from the initial consultation gave the Steering Group clear guidelines on the range of questions to ask in a Community Questionnaire Survey which was distributed to every household with a pre-paid return envelope in September 2017.
- A second Community Consultation took place in November 2017 which, through the use of wall and tabletop charts, showed the community feedback from the questionnaire which would be used to shape the policies and objectives of the plan, as well as provide the relevant evidence. This event also gave the Steering Group the opportunity to present their first draft of a SWOT analysis and 'Vision and Objectives' documents.
- This questionnaire was followed in 2017 and 2018 with consultation events with as many community groups as possible to produce wide-ranging views, and a comprehensive understanding of what was of concern to residents, what they liked, and what they hoped for the future. This included Young People, Brize Norton Primary School children and local businesses.
- Community Consultation Presentation in May 2022 using tabletop charts showing pictorially and associated wording for each of the proposed policies to be taken forward to the Reg 14 consultation. An updated SWOT analysis was also presented at this event.
- Conducting the Pre-Submission (Reg 14) Consultation in August/September 2023 as required by the Neighbourhood Planning Regulations. This event was advertised through the Parish notice boards, Parish Magazine, Parish and Neighbourhood Plan webs sites, and social media platforms.
- WODC issued their Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening report. WODC confirmed that no further action is required in relation to this report.

Research and dialogue

- Keeping people informed throughout the process by publishing regular updates on the Neighbourhood Plan and Parish Council websites and by making copies of steering group minutes available online.
- To undertake evidence studies where needed, and to consult with professional support where needed on technical planning matters. Also, to secure guidance for the neighbourhood planning process, by consulting with strategic advisors and members of the WODC Neighbourhood Planning team.
- Ensuring that all steering group meetings were open meetings advertised on the Neighbourhood Plan website.
- Engaging early with various statutory bodies such as OCC Highways and Thames Water.
- Although the emerging Neighbourhood Plan could not affect the new Brize Meadow development, engagement with Bloor Homes Ltd commenced in 2018 with quarterly face to face meetings and monthly reports. BNPC will take ownership of all the public open spaces including the Mary Ellis Country Park so early engagement was critical to ensure a mutually beneficial outcome.
- Engaging early with various key village organisations such as RAF Brize Norton, Brize Norton Primary School, and local businesses.

- Engaging in dialogue with certain key organisations whose input was identified early on as key to the Plan. These included Thames Water, OCC, and the Neighbourhood Planning team at WODC.
- Seeking the early support of WODC Neighbourhood Planning team for the initial drafting of policies, which were based on the evidence from the consultations held in 2017.
- Asking 'lay readers' to comment on an early draft of the Neighbourhood Plan.
- Informing landowners of the Regulation 14 consultation
- Making best use of advice provided by consultants, primarily Community First Oxfordshire 'CFO', which included detailed professional technical support from CFO by a Chartered Surveyor and Chartered Town Planner who provided input to policy drafting, assisted with technical aspects of policy requirements including the Design Code and Guide.
- Use of the 'Cotswold's Tool Kit for Local Green Space Allocations' as a template for local green space area and land assessments for the Local Green Spaces policy.
- Use of the 'Oxford Character Assessment Tool Kit' as a template to characterise groups, and in some cases, individual, properties within the settlement area of Brize Norton.

Keeping the community informed

Throughout the process of consultation and engagement:

- Open consultation events were held throughout the summer of 2017, 2018 and 2023.
- Regular updates and progress reports have been published on the Brize Norton Neighbourhood Plan website and Parish Magazine.
- The steering group has held regular open meetings, sometimes once or twice a month in the early stages, and the times, dates and minutes of all meetings have been published on the BNNP website.
- Throughout the progress of the Plan and updates have been a regular item on the monthly Parish Council Meeting Agenda which are open to public participation.
- All relevant documents, with appendices have been published on the BNNP website, initially in draft form, and then in their final versions.
- Good use has been made of the quarterly Parish magazine 'Brize Breeze' to publicise events and provide updates which included a full-page article for the Reg 14 Consultation.

Consultation Stages in the Development of the Neighbourhood Plan

The development of the Neighbourhood plan comprised the following stages:

- Establishment of Steering Group.
- Area Designation: WODC provided the Brize Norton Neighbourhood Plan designated area in 2019 which is the same as the Parish Boundary, so no further consultation was required.
- Initial Community Consultation in April 2017 in the Elder Bank Hall.

- Further open consultation events for engagement and discussion of initial approaches were held with different community groups and relevant organisations throughout 2017 and 2018 as summarised in section 6. This included further consultation events in the village hall in 2017 and 2022.
- Ongoing consultation at stages throughout with key stakeholders, particularly with the Neighbourhood Planning Team at WODC so that the principles and policies of the plan were developed with the comfort of guidance and oversite from the district, to enable the needs and objectives of the plan to be developed on a basis both compliant with the WODC Local Plan 2011 – 2031, and NPPF guidance.
- Statutory 6-week consultation in accordance with Regulation 14 commenced on 1st August 2023 until 12th September 2023.

Consultation on Developing the Neighbourhood Plan Vision, Aims, and Objectives

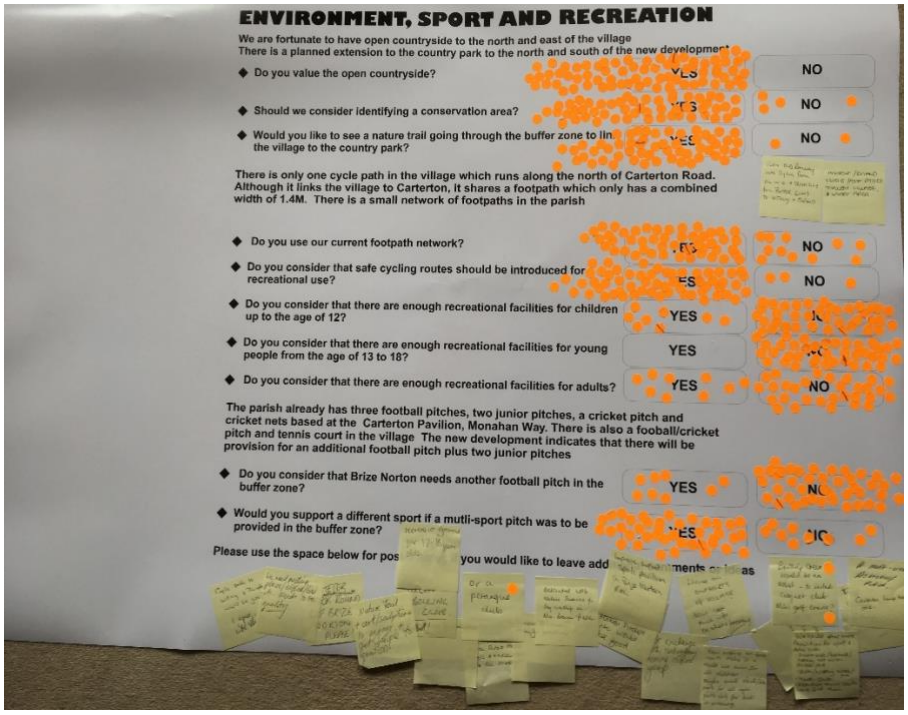
A series of consultation events took place early in the process.

An initial launch consultation event took place in April 2017 in the Elder Bank Hall. This event aimed to explain the neighbourhood plan process to villagers, seek initial views on key aims and objectives as listed below and seek support for the whole process.

- Planning: additional housing, type (market/affordable), additional employment land
- Village: what's important to you?
- Environment/Recreation & Sport: accessible open space, connectivity, recreational facilities
- Transport: traffic volumes and speeds, traffic calming, safe cycle routes, public transport.

The consultation comprised a series of maps showing West Oxfordshire districts, Carterton sub-area and Brize Norton Parish, there were also a series of maps showing landowners, surface and wastewater courses, and public rights of way.

There was a series of wall chart questionnaires where attendees could place a sticker against the answers that they considered to be most relevant for each topic.



EXAMPLE OF A QUESTIONNAIRE POSTER

There was also a table top map where attendees could place a flag against any issue they thought was relevant and its location in the village.

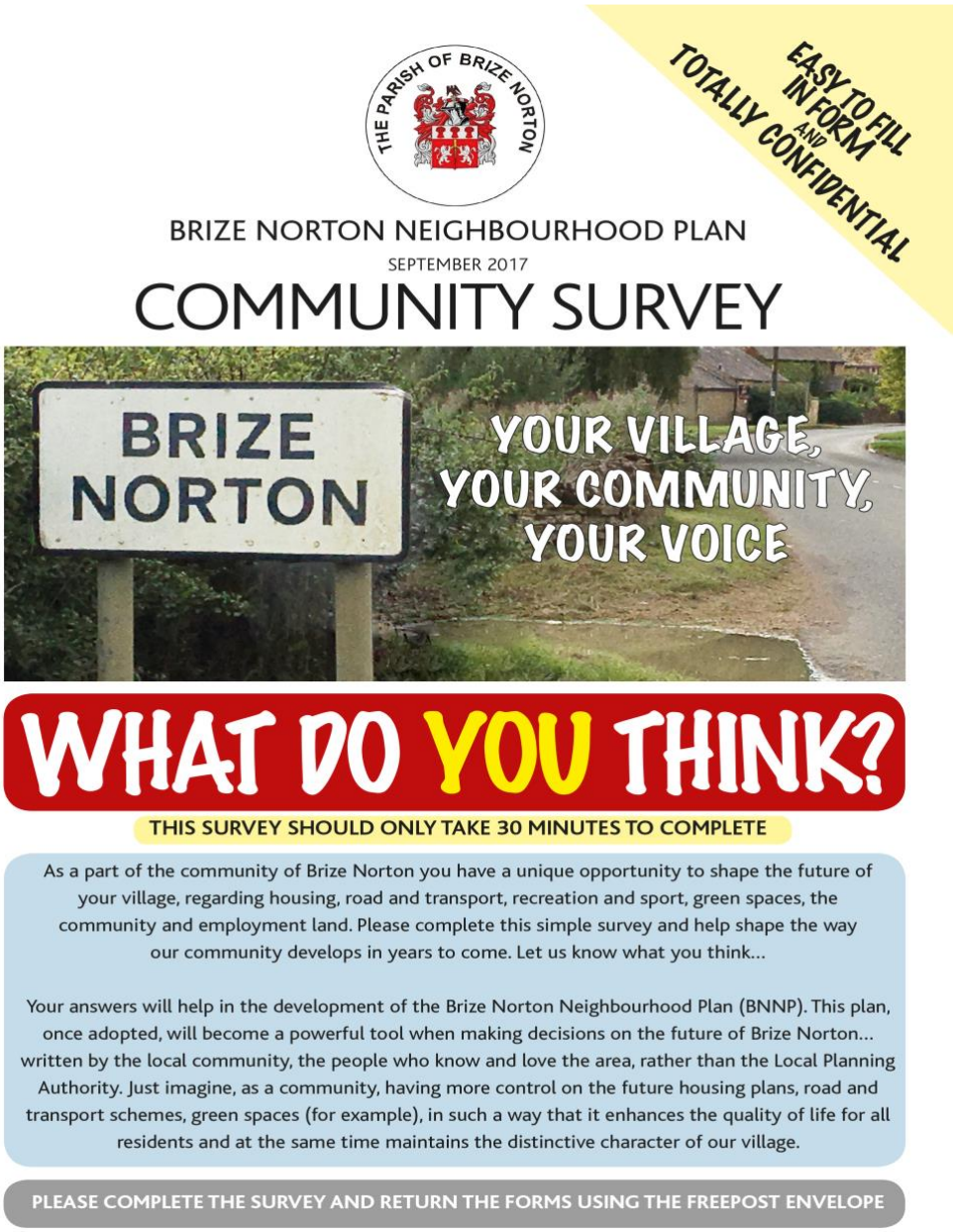


TABLE TOP MAP

In August 2017, the Steering Group placed an article in the Parish Newsletter advising residents of a forthcoming questionnaire.

In September 2017, a Community Questionnaire was distributed by hand to every household in the Parish (382 dwellings) along with a pre-paid return envelope. Based on the feedback from the initial consultation, the questionnaire was compiled with the assistance of our consultants CFO and covered multiple themes in relation to the community in general, the environment, village character and heritage, housing needs, and new housing. A 42% response rate was achieved.

A further questionnaire was distributed to children and young people by way of an On-line survey tool. These surveys were critical in ascertaining the key issues to be addressed.



FRONT COVER OF COMMUNITY SURVEY DOCUMENT

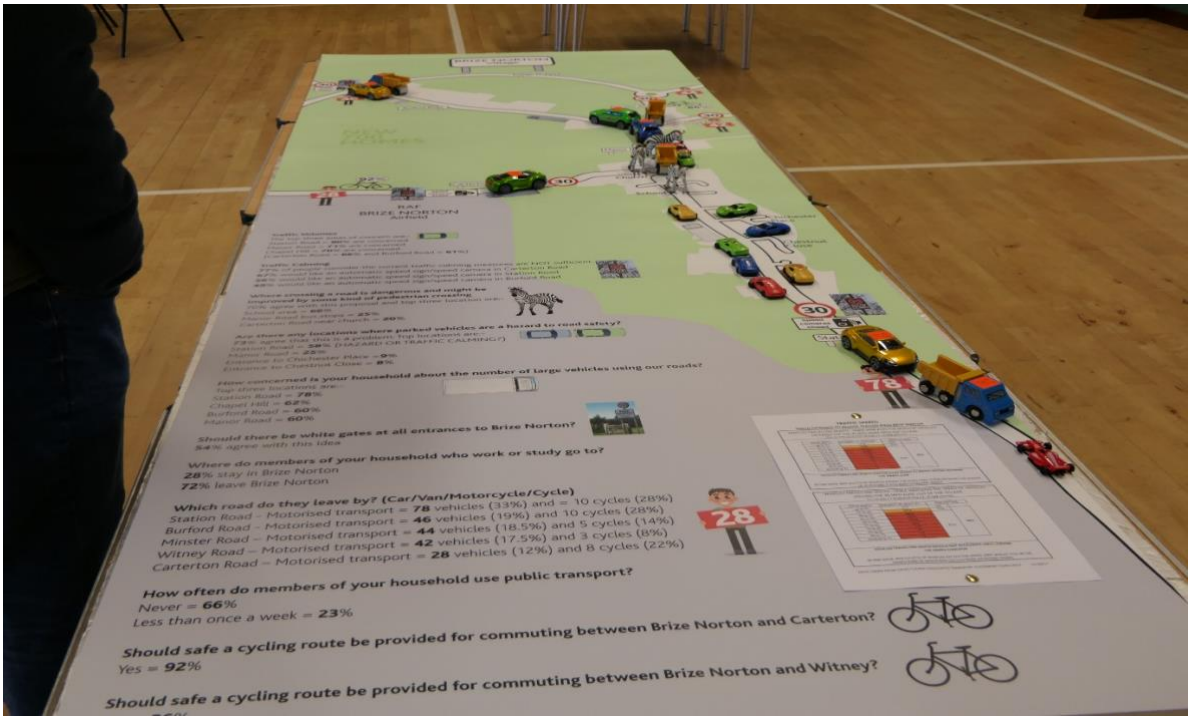
In November 2017, a Community Consultation and Presentation was held in the Elder Bank Hall. This comprised of wall and table charts showing pictorially the community feedback from the questionnaire with the most important topics in each category. The first draft of our SWOT analysis and the Vision and Objectives statement was also presented to the community. The opportunity to provide any additional information on the feedback, SWOT analysis and Vision and Objectives was available to attendees.



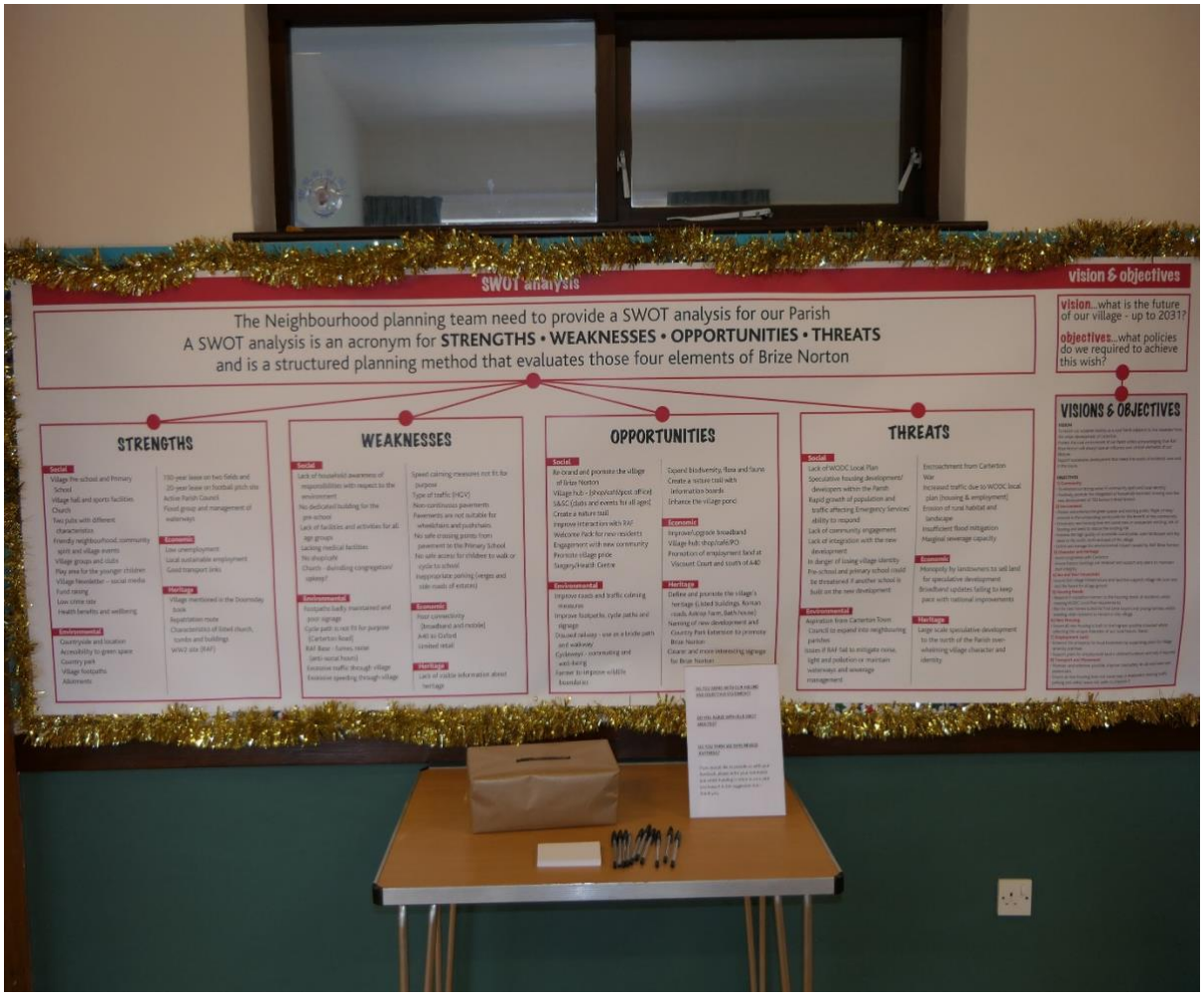
INVITATION TO ATTEND COMMUNITY OPEN AFTERNOON



DISCUSSIONS ABOUT TRAFFIC CONCERNS



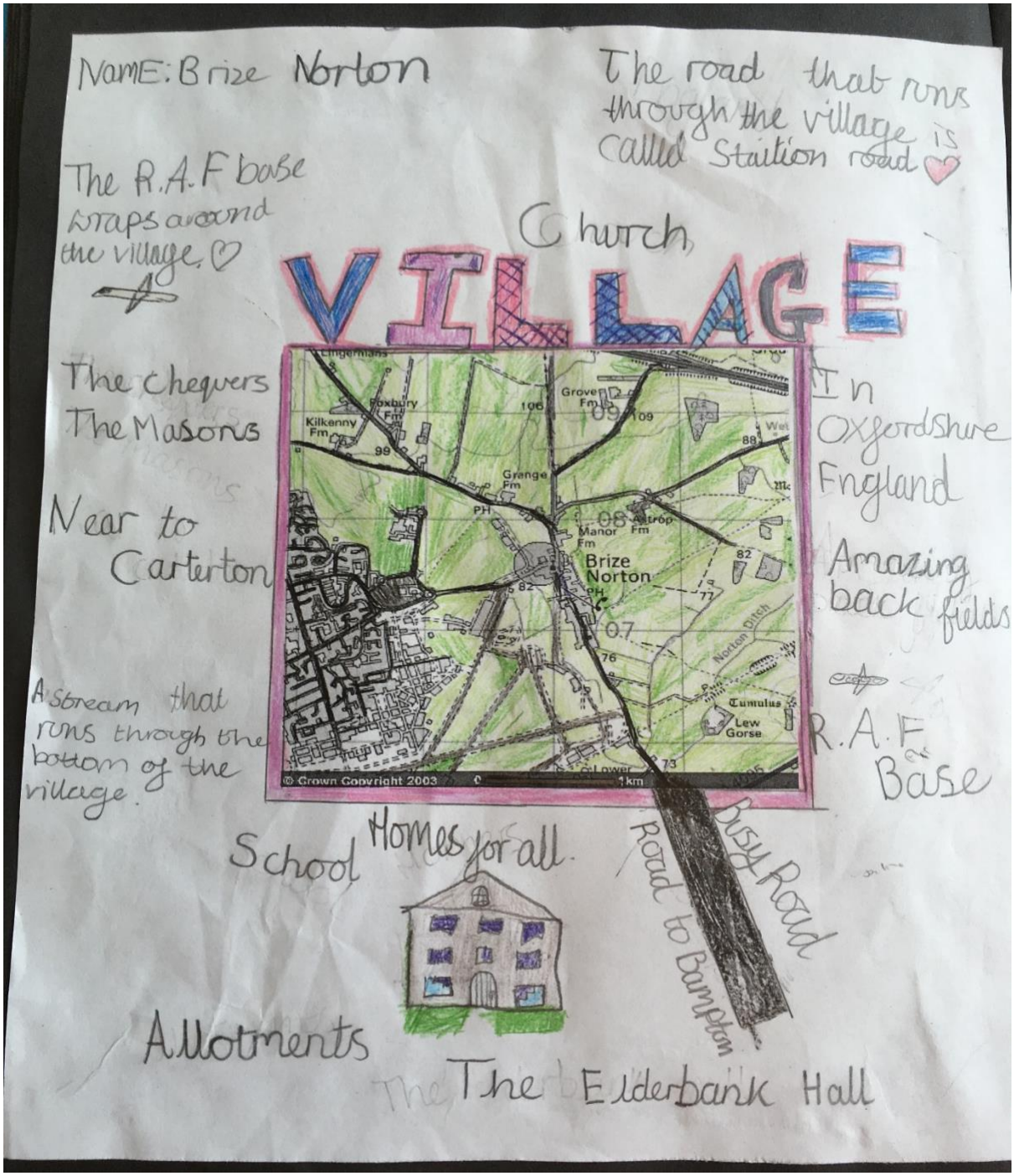
INTERACTIVE MAP OF VILLAGE ROADS



PICTORIAL OF SWOT ANALYSIS AND VISION AND OBJECTIVES STATEMENT

Throughout 2018 members of the steering group held events and individual conversations with many local organisations, including the primary school, the church, OCC Highways, and Thames Water.

The pupils of each class at Brize Norton Primary School gave a presentation about how they would like to see the village grow and to be able express any concerns they may have.



AN EXAMPLE OF A SCHOOL PRESENTATIONS

Also in this year, a Community Business Survey was commissioned, and the results were analysed by our consultants CFO. This included local businesses, public houses and occupants of the Viscount Court, our local business park. The relevant information was fed into the drafting of our proposed policies.

In 2019, as recommended by WODC, the Steering Group commissioned a Landscape Character Assessment which was carried out by one of their recommended suppliers, Portus and Whitton. This assessment is recorded in Appendices 04 and 05. It was also at this time that WODC requested the steering group carry out a 'Housing Density' report which is recorded in Appendix 08.

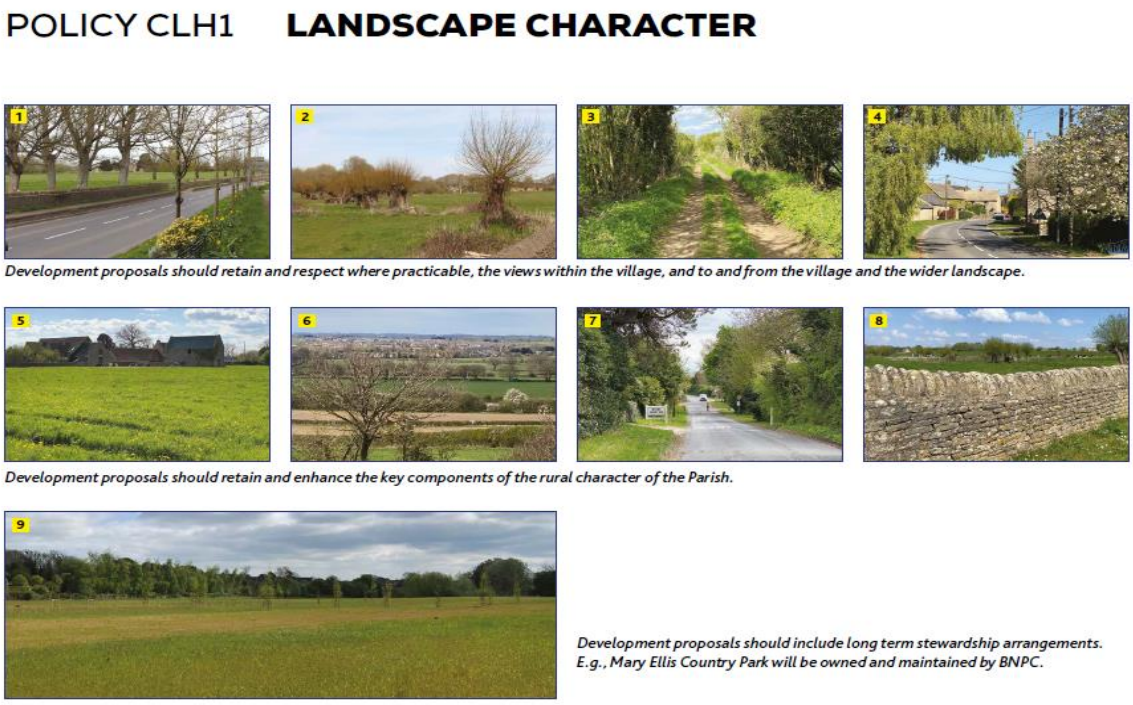
The steering group, along with input from CFO, spent numerous meetings and discussions formulating a draft vision of our policies, and updating the Vision and Objectives and SWOT analysis documents using the inputs from the events held.

Unfortunately, in March 2020, we entered a period where it was extremely difficult to hold meetings or engage with the community due to the Covid pandemic. The Covid restrictions were eventually relaxed in December 2021.

In May 2022, a third Community Consultation presentation was held in the Elder Bank Hall using tabletop charts and images to show pictorially the rational for the formulation of each of the proposed policies to be taken forward to the Reg 14 consultation. A final version of our SWOT analysis was also presented at this event, which considered the recent changes and improvements in relation to certain issues. This document is recorded in Appendix 18.



INVITATION TO ATTEND THE 'PROPOSED POLICIES' EVENT



AN EXAMPLE OF A PROPOSED POLICY

Consultation on the Issues and Options

The community survey together with the numerous consultation events held produced and evidenced a number of important themes and concerns. It also highlighted those aspects of the village which the community valued, wished to protect, and those aspects which living within Brize Norton benefited the community.

There were several areas of major concern for the community as evidenced by the survey as follows:

Rural Setting

The three most valuable village characteristics were its setting in a rural landscape, the village separation from Carterton and the open spaces within the village which form part of its linear setting. Unfortunately, these are all being eroded by the new 799 home development, known as Brize Meadow, which is being built on one of the largest open spaces within the village and has now caused coalescence with Carterton. This has caused great concern about its impact on the future of the village, including its character, the natural green environment, and the ability to be able to support the significant increase in population which will triple in size by 2028.

Green Spaces

The survey and events identified the four most important remaining green spaces to the community were:

- The rural landscape with long, open views to the north and northeast.
- The fields between Manor Road and the Tactical Medical Wing.
- The recreation ground.
- The country park extension, now known as Mary Ellis Country Park, which runs along the north, east and south sides of Brize Meadow and forms a green corridor between the existing Kilkenny Lane Country Park in the northwest through to the recreation ground in the centre of the village and onto the PRPW network in the west and southwest of the village.

New Housing

The majority of the community (79%) considered that the village did not require any additional housing as all of the residents' housing needs, including those requiring affordable housing, would be met by the new development.

However, after discussions with WODC, it was agreed that it would not be unreasonable to agree to accepting a reasonable quota of the 238 'windfall housing' as detailed in the 2031 Local Plan. It was considered that a 'number in the region of' 25 would be acceptable. There were 16 windfall sites built up to 2023 but in 2024, a further 99 homes were granted planning permission within the Brize Meadow development. These comprise of a mix of market and affordable homes. This information is recorded in Appendix 22.

Facilities & Amenities

The survey identified the top three village facilities which were used on a daily/weekly basis and were:

- The two public houses
- The bi-weekly post office
- Recreation ground and playpark

The survey and events also identified the four most desired facilities and amenities for the village, one of which was for a café. Based on this feedback, a café was opened and is now well established and forms the central hub of the village.

Transport & Movement

There have been very strong views expressed about traffic volumes and speeds on the roads in Brize Norton. The majority of the community think that the current traffic calming measures are ineffective. Although three new 'buildouts' have been constructed, they have only slowed the traffic down in the immediate vicinity. Likewise, a 20mph speed limit was put in place in 2023 but this is ignored by the majority of drivers, especially Carterton Road and Manor Road.

There are areas of concern about HGV's passing through the village, especially Station Road by the school and areas where the footpath is extremely narrow.

Since the final consultation in 2022, in 2023 Stagecoach removed the regular 20-minute bus service, which also operated a reduced service throughout the night, and replaced it with an hourly service with no night option. This has caused great concern to bus users, many of whom have now reverted to using cars.

There are also ongoing major concerns about flooding and the Thames Water infrastructure for wastewater being completely overwhelmed every time there is high or extended rainfall. These are subject to ongoing meetings with Thames Water, WODC, and the Parish Council.

All of the above topics have been consistent throughout the period since the first community engagement event was undertaken in 2017. The consultation survey and the wide range of consultation events held has influenced the policies that are within the plan and helped provide vision. The steering group has developed policies with the assistance of our advisors, CFO, and through consultation with the WODC Neighbourhood Planning team and Planning Policy manager.

The proposed policies set out to plan for the future and address both concerns and, where possible, enable sufficient social and community facilities to be provided to serve the new, expanded community. Also, to seek protection where achievable through planning policy, for those aspects of village life and community which through the consultation have been identified as important and special to the way of life within Brize Norton.

In order to be able to provide within the plan for certain of these aspects consultation with professional and specialist parties such as Thames Valley Environmental records Centre for their Biodiversity and Green Corridor reports (Appendices 10 and 11) and Portus and Whitton for their Landscape Character Assessment and Location images (Appendices 7 and 8). These specialists provided technical assessments for the Parish of Brize Norton which included landscape character, biodiversity, and the green corridor network throughout the Parish.

Updates in the development of the plan and policies have been tabled at Parish Council meetings.

Continuous feedback has also been received from members of the community in respect of those aspects of the village which they like and dislike, which is reflected within the Character Assessment and the outcomes of the Community survey.

Drafting the Neighbourhood Plan: summary of issues raised in consultation

Many issues were raised in the early stages of consultation which helped shape the Plan and led to changes to the early drafts. These included:

- Due to the construction of a 700-home development within the village, reflect the views of the majority of the community by not allocating any land for additional development with the exception of windfall sites.
- Development of a Village Character Assessment to aid conservation and design policies.
- Protection of village character.
- The rural setting and character of the village, especially protecting against coalescence.
- Designating Local Green Spaces to protect the open spaces within the village.
- Concerns about capability and capacity of the village to support an increased population in light of the historic and small nature of the village, having only limited community facilities, such as for children's play.
- The importance the village attaches to protecting the rural landscape with long open views to the north and northeast and to encourage the natural environment.
- Concerns about loss of biodiversity and impact on the environment of the village and village character.
- Concerns about flooding and increased risk of flooding arising from development and climate change.
- Major concerns about traffic problems in the village which includes, speed, volume, and amount of HGV's passing through the village.
- A greatly reduced availability of public transport.

The main changes that were made to the Plan in response to comments made at various stages were:

- Refinement of the number and extent of areas proposed as Local Green Spaces.
- Development of a Design Code.
- Introduction of data provided by the Oxfordshire Treescape Report which includes details of natural flood management.
- Development of a policy relating to sustainable development and environmental impact.
- Inclusion within the policies relating to Public Open Spaces, Green infrastructure, and places for play, for a requirement for such spaces being delivered from new development to be made available to the Parish Council to manage and operate.

Pre-submission, Regulation 14 Consultation

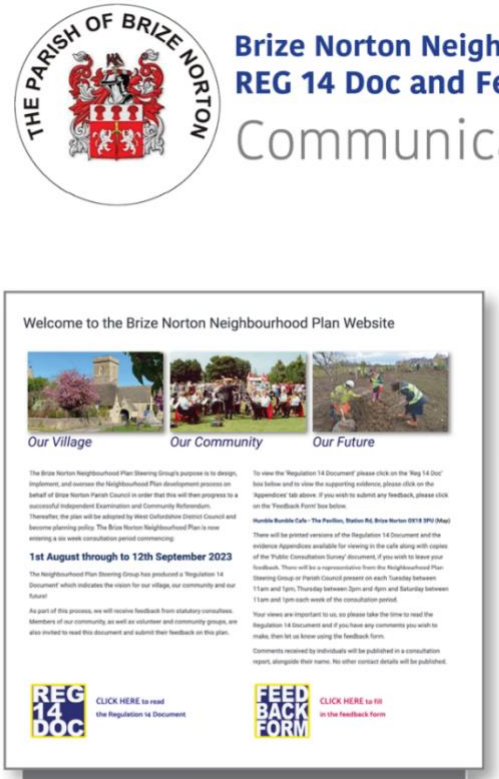
At its meeting on 7 August 2023, Brize Norton Parish Council resolved to approve the process by which the Pre-Submission Neighbourhood Plan had been developed and to approve its release to allow a statutory six-week consultation as per Regulation 14 of the Town and County Planning, England, Neighbourhood Planning (general) regulations, 2012. The draft Pre-Submission Plan was published in line with the Regulations for consultation on 1st August 2023 until 12th September 2023 - a period of 6 weeks which was the minimum statutory period.

The Reg 14 Consultation was widely advertised on Brize Norton Parish Council and Brize Norton Neighbourhood Plan web sites, on three village notice boards plus notice boards in the Humble Bumble Café, Elder Bank Hall, The Chequers and Masons Arms public houses, and Social

Media channels such as Facebook (twice weekly) and Twitter & Instagram weekly. There was also a very prominent article in edition 178 (Aug – Oct) of the Brize Breeze Magazine and a member of the steering group present in the Humble Bumble Café for two hours, three days a week, for the whole consultation period.

Brize Norton Neighbourhood Plan: REG 14 Doc and Feedback Form

Communication



Brize Norton NP & Brize Norton PC Websites



Brize Breeze: Issue 178 (August-October)



Online Form
(Hard copies in local cafe & pubs)



Posters: Parish Noticeboards, Cafe, EBH, Chequers Inn and Masons Arms







Social media posts:

- Facebook: Brize Village, Brize Breeze, Brize Norton Community, Elder Bank Hall, Brize Meadow Residents Association (2 posts per week alongside notification of Councillor's available for questions)
- Twitter/X: 1 post per week
- Instagram: 1 post per week

Interested parties could provide comment by way of an online questionnaire established specifically for this consultation. Hard copies could also be submitted through physical submission on forms available in the village café.

Consultation responses were received from:

- 12 individuals
- 3 land agents: Savills/Bloor Homes; Lonestar; Carter Jonas/Bloombridge
- 5 local Groups and organisations: MOD/DIO RAF Brize Norton; Minster Lovell PC; Brize Norton Public Art Committee; Elder Bank Hall Committee; Brize Norton Sports & Social Club Committee

A list of statutory consultees was provided by West Oxfordshire DC planning staff, which were contacted directly for their comments. Responses were subsequently received from:

- Oxfordshire County Council
- West Oxfordshire District Council
- Thames Water
- Natural England
- Historic England

Following completion of the Regulation 14 pre-submission consultation all comments received were reviewed and – where applicable – changes were made to an updated version of the Plan. Amendments and updates have also been made – where applicable – to some of the appendices. Further discussions were also held with West Oxfordshire DC planning officers and Plan and policy content subsequently amended/ refined.

Four months after the consultation closing date, there was a specific request by a landowner asking if they could submit their response. Because this individual person has a material interest and the pre-submission review process had not been completed, it was agreed to accept their response.

The issues raised during the Regulation 14 consultation and the follow up changes that were made to the Neighbourhood Plan are detailed in: APPENDIX B – LIST OF RESPONDENTS AND RESPONSES TO REGULATION 14 CONSULTATION.

Conclusion

The various elements of the consultation process were all important in shaping the Neighbourhood Plan. Early dialogue with various key organisations such as WODC, OCC, Thames Water, and RAF Brize Norton, were very valuable and had a major influence on the shape of the plan.

The high level of response to the community survey of 42% strongly reflected the great feeling of community within the village which had developed over many years. The high turnout and positive responses enabled a clear picture of the concerns and needs of the village to be gained. This meant that the key issues were clear from an early stage in the development of the Plan and were able to be refined at the various stages through the Neighbourhood Plan consultation process.

The effort which went into obtaining a high response rate to the village survey was very worthwhile as it was felt the survey results gave a good overview of the community's views on future development.

The initial Community Presentation and Community Consultation feedback after the Community Questionnaire was completed attracted a high turnout. However, the various subsequent events which villagers were invited to attend did not necessarily attract high turnouts.

The steering group set out to hold a range of different types of community engagement sessions aimed at gathering opinions from the full range of resident types, not just the elderly, but also families, local businesses, and the younger generation. The school project was extremely successful in garnering the thoughts of the children and how they see the future of their village. In this way the full spectrum of the community had the opportunity to voice their concerns, identify needs, and hopes for the future.

The Character Assessment, which was undertaken by members of the steering group at an early stage, and the Landscape Character Assessment, which was undertaken by a specialist consultant, were also very informative, and helped support the development of policies, and matters such as requirements for design. This led to the writing of a Design Code and Guide by our consultant's, Community First Oxfordshire, which relates to the Character Assessment is important for helping to address concerns relating to future development and impact of new development on village character. The character assessment and feedback from members of the community was of great assistance.

Technical support and good feedback and direction from key stakeholders and interested parties such as the Neighbourhood planning team at WODC, together with support from advisors, and ongoing feedback from residents throughout the process enabled development of the plan to ensure policies which both provide for the future needs of Brize Norton, and address concerns where possible through local planning policy relevant to the Parish.

Progress of the development of the plan has been updated on the Brize Norton Neighbourhood Plan website and good use has also been made of social media in the village and the local quarterly magazine 'Brize Breeze' which is delivered free of charge to every household. By use of the Neighbourhood Plan web site, noticeboards, and Social Media platforms, details of updates

and major events such as the Regulation 14 consultation given. The web site also gives residents access to all the proposed draft plan supporting evidence documents. The web site also provided the means to respond to the Reg 14 consultation electronically and the means for residents to contact the steering group by email.

The Regulation 14, pre-submission consultation demonstrated general support for the draft Plan and was very helpful in introducing greater strength or clarity to some aspects of the Plan.

- The responses received from public sector stakeholders, specifically WODC and OCC, were very helpful both in terms of guidance and enabling the finer detail of policy to meet the needs identified thus the objectives of the plan and vision.
- The responses received from landowners helped reshape the policy Key Local Views the responses being reviewed jointly by WODC, the steering group, and our advisors, CFO.

Throughout the process the steering group has listened to the messages attained from each of the consultation events and wider resident and stakeholder feedback. The group has worked with professional advisors to address those areas where expertise has been needed and developed policy reflective of the needs and requirements identified and evidenced through consultive process. The details of the policies were developed with the assistance of professional advisors and feedback and guidance received from both OCC and WODC Neighbourhood Planning team and Planning Policy manager.

Appendix A - Summary of Consultation Activities

Date	Event	More information in:	Duration	Engagement
March 2017	Presentation to Brize Norton Parish Council regarding 2011 – 2031 Local Plan, with reference to the Carterton sub-area, and in particular, the Parish of Brize Norton, which will be adopted in 2018. Parish Council voted that a Neighbourhood Plan is required to protect the Parish landscape and village character.	WODC Local Plan 2011 – 2031 Housing requirement for plan period.	Parish Council evening meeting.	Brize Norton Parish Council
April 2017	Design and implement a dedicated Neighbourhood Plan web site.		Continuous	Web site allows for providing ongoing information to the community and also has the capability for the community to communicate with the steering group.
April 2017	Initial Community Consultation presentation in Elder Bank Hall.		Afternoon and evening event.	Wall charts on five topic points and tabletop map to gather community concerns.
May 2017	Presentation to RAF Brize Norton (RAFBZN)		Morning meeting	Same presentation as delivered to Community so officers could see how the NP will interact with RAFBZN
May 2017	Presentation to Defence Infrastructure Organisation (DIO)		Morning meeting	Same presentation as delivered to RAFBZN
August 2017	Information about forthcoming questionnaire.		NA	Parish Council and Neighbourhood Plan web sites, noticeboards, and Parish magazine.
September 2017	Community Questionnaire (with pre-paid return envelope)	Appendices 12 & 13	NA	Questionnaire distributed to every household in the Parish
September 2017	Young People's questionnaire issued for young people and children.	Appendices 14 & 15	NA	On-line survey, advertised through web sites, notice boards and social media platforms.
November 2017	Community Consultation presentation in Elder Bank Hall based on questionnaire feedback.	Appendix 02 (Vision & Objectives document only)	Afternoon and evening event.	Wall charts and tabletop presentations. First draft of SWOT analysis and Vision & Objectives documents.

January 2018	Presentations and discussions with children from Brize Norton Primary School.	Appendix 21	One day Event	Hand crafted models and discussion charts made by children.
May 2018	Meeting with Thames Valley Environmental Records Centre (TVERC).	Appendices 10 & 11	Morning meeting	Discussion about biodiversity and green corridors, both existing and new.
October 2018	Brize Norton Business Questionnaire.	Appendices 16 & 17	NA	Questionnaire distributed by hand to every business in the Parish.
October 2018	Oxfordshire County Council (ongoing) (In conjunction with BNPC)	Appendices 05 & 06 Doc D.	NA	Discussions regarding traffic volumes and speeding, and missing footpaths.
October 2018	Bloor Homes (ongoing) (In conjunction with BNPC)	Appendices 05, 06 Docs D, E & F, 11 & 25.	NA	Discussions regarding design code, Mary Ellis Country Park, improving connectivity and road safety improvements.
April 2019	Meetings with Portus & Whitton	Appendices 8 & 9.	NA	Discussions regarding Landscape Character Assessment.
September 2019	Meeting with WODC planning officers and Neighbourhood Plan officer.		Afternoon meeting	Discussion about Initial proposals for NP policies.
May 2020	Second meeting with WODC Planning officers and Neighbourhood Plan officer.		Afternoon meeting	Discussion about updated proposals for NP policies.
December 2021	Thames Water (ongoing) (in conjunction with BNPC)	Appendices 05 & 06 Document G.	Afternoon meetings	Discussions about wastewater, surface water and flooding.
May 2022	Community Consultation presentation in Elder Bank Hall.	Appendix 18	Afternoon and evening event.	Tabletop charts showing both pictorially and in words the proposed policies. Second draft of SWOT analysis.
March 2023	WODC S106 Team (ongoing) (in conjunction with BNPC)	Appendix 21	NA	Discussions regarding Public Art, NEAP, Elder Bank Hall extension.
June & July 2023	Meeting with Brize Norton Sports & Social Club, Allotment Committee and Brize Norton Parochial Parish Council	Appendix 27	NA	Meetings to discuss Local Green Space allocations.

August/ September 2023	Reg 14 Consultation	Appendix 28	NA	On-line survey advertised through web sites, notice boards, Parish Magazine, and social media platforms.
January 2024	Meeting with landowner of Kilkenny Farm	Reg 14 Document, Policy CLH3.	Evening meeting.	Discussion regarding area of buffer zone within Kilkenny Farm

Appendix B – Regulation 14 Consultation Responses and Plan Changes

Comments received from statutory consultees and our responses[1]

Respondent ID	Name	NP section/ policy/ page being commented on	Summary of response	Change Plan?	Comments
1 A/B	West Oxfordshire District Council: Kim Hudson (Principal Planning Officer)	Part 1	Consider a diagram to explain how the Plan fits into the wider planning framework	No	Wording explains the context
		Part 2	Consider giving more detail on community engagement	Yes	Bullet point list provided
			Consider explain in more detail how Plan issues were identified	No	This is covered at Section 5
			Explain SEA situation	Yes	Updated following receipt of SEA screening opinion
		Part 3	Reference the source of 'Brize Norton being a linear, dispersed village.'	Yes	Added ref. to West Oxfordshire Design Guide

[1] Full responses from Statutory Consultees are available on the Brize Norton NP website: Click Here

			Add more facts re: population etc. and RAF Brize Norton	**Yes**	**Detail added**
		Part 4	**List WODC Local Plan above Minerals and Waste Plan**	**Yes**	**List amended**
			Add detail on status of Local Plan	**Yes**	**Detail added**
			Make reference to NPPF	**No**	**Section is designed to set out local planning context. Rationale on individual policies refer to NPPF where required. Basic Conditions Statements sets out how policies have regard to NPPF**
			Suggest reducing length of description of Local Plan policies	**Yes**	**Edited, only policy titles now listed**
			List WO Design Guide separately	**Yes**	**Separate section added**
			Clarify development context section	**Yes**	**Narrative simplified**
		Part 5	**Set out more clearly the challenges identified from consultation**	**Yes**	**Bullet point added**
			Consider adding more detail on value of local green spaces	**Yes**	**Detail added**
			Suggest combining connectivity and roads and transport sections	**No**	**It was felt the issues are more effectively covered separately**
		Part 6	**Consider removing reference to 'Policies'**	**Yes**	**Removed**
			More clearly explain the Vision Map	**Yes**	**Detail added**

			Consider adding other objectives in relation to Plan themes	**Yes**	**Objectives added for: biodiversity, climate change, traffic, flood risk**
		Policy CLH 1	**Consider amending policy to include all development (not just residential)**	**Yes**	**Amended**
			Clarify the policy in relation to views and key views	**Yes**	**Amended**
			Consider reviewing policy wording re: light pollution	**Yes**	**Amended**
			Consider reviewing policy wording re: land in agricultural use	**Yes**	**Amended**
			Change vintage trees to veteran trees	**Yes**	**Amended**
			Suggest more policy ambition re: natural assets and use 'enhance these in line with the Local Plan'	**Yes**	**Amended**
		Policy CLH 2	**Clarify the policy in relation to views and key views**	**Yes**	**Amended**
			Consider whether policy is too restrictive and consider adding the wording: all development proposals will be expected to have regard to key views identified at Figure X and wherever possible should seek to maintain and enhance them.'	**Yes**	**Amended – suggested wording added**
		CLH 3	**Suggests that by identifying buffer zones the policy suggests that the intent is to keep these areas free from development. Suggests referring to these as 'areas of sensitivity to change.'**	**Yes/ No**	**Retaining and enhancing landscape character and coalescence are key concerns for the NP.** **The policy seeks to add local detail to**

					Policy OS2 by seeking more robust considerations of development proposals in identified buffer Zones. **Policy rationale amended to include supporting justification from the Hailey NP.** **Policy reworded to mitigate concerns about being over-restrictive.** **Policy amended to include an area of sensitivity to change. Two buffer zones retained in the policy.**
			Suggest removing reference to local green spaces	**Yes**	**Amended**
		CLH 4	**Suggest policy includes all development, not only residential**	**Yes**	**Amended**
			Suggest the settlement boundary element of the policy is over-restrictive	**Yes**	**Amended – reference to settlement boundary removed**

			Suggest biodiversity net gain is covered in a different/ separate policy	**Yes**	**Amended**
			Suggest making reference to specific characteristics in relation to the character assessment and design code	**Yes**	**Policy rationale amended**
		ENV1	**Suggest amending wording in relation to LGS designation in Appendix 27**	**Yes**	**Wording amended per suggestion**
			Suggest adding in detail about approaches to landowners	**Yes**	**Document updated**
			Notes that the Monahan Way sports pavilion is a built structure and not therefore appropriate for LGS designation	**Yes**	**Amended to Monahan Way Sports Pitches**
		CF1	**Suggest adding reference to Develop Contributions SPD**	**Yes**	**Added to rationale**
			Notes that CiL is not adopted by WODC	**Yes**	**Wording added to policy rationale to reference potential future adoption of CiL**
			Notes that policy appears overly restrictive and suggests rewording	**Yes**	**Amended as per suggested rewording**
		SD1	**Suggests breaking down the policy elements into separate ones**	**No**	**It is the intention of the policy to set out the core aspects of sustainable development in the Brize Norton context with which all applications should engage**

			Suggest broadening policy to refer to all forms of development not only residential	**Yes**	**Amended**
			Consider removing references to flood risk and water efficiency	**No**	**Detail added to policy rationale to meet Thames Water comments (see below)**
			Notes that the reference to 20% biodiversity net gain exceeds mandatory 10% national minimum	**Yes**	**Amended**
			Suggest the bullet point in relation to traffic flow is reworded	**Yes**	**Amended to include suggested wording**
		Implementation and Monitoring	**Suggest expanding introductory text to talk about the importance of implementation and monitoring**	**Yes**	**Wording added**
			Add more detail re: timescales/ delivery partners	**No**	**We have sought to offer reasonable detail in this section, which sets out detail in line with, for example, the recently made Milton-under-Wychwood NP**
	West Oxfordshire DC: Assets Manager	**Policy ENV1**	**'Respectfully object to listing of Monohan Way Pavilion and Sports Pitches as LGS as the leisure requirement may change in the future and the Council would want not have the ability to change the site in the future to respond to the needs of the community.'**	**No**	**The Parish Council feel it is important to secure this area as a LGS**

	West Oxfordshire DC: Senior conservation and design officer	**Policies CLH1-4**	**Suggests significant overlap in these policies**	**Yes**	**Policies have all been amended (see above and in relation to CLH4- below)**
		CLH 4	**Suggest rewording first paragraph to: *In addition to the other policies of the development plan, and in accordance with the Brize Norton Design Code, proposals for new development should be well-designed, seeking to enhance the distinctive character and identity of Brize Norton, notably Its linear form and historic landscape character, and will be supported, provided that…***	**Yes**	**Amended to suggested wording**
			Also, suggests other changes to clarify the policy	**Yes**	**The policy has been redrafted to take account of these comments made**
2 A/B/C	**Oxfordshire County Council: Clare Bennett**	**CLH2/ CLH3/ ENV1**	**Requests that Highways land is excluded from LGS and Strategic Buffer Zone**	**Yes**	**These areas have not been excluded but have added more detail to policy rationale and policy to help meet concerns of OCC**
		Comment on historic environment	**Notes there is no specific policy for the conservation and enhancement of the historic environment**	**Yes**	**New policy developed: CLH5 - Heritage Assets**

3	Thames Water	SD1	TW supports NP but requests that policy SD1 is strengthened in relation to water efficiency and offers suggested wording	Yes	Policy rationale amended
4	Natural England	All	No specific comments made about plan.		
5	Historic England	All	No specific comments made about the Plan but notes the importance of considering the historic environment/ heritage assets in NPs	Yes	New policy developed: CLH5 - Heritage Assets

Comments received from individuals and our response

Respondent ID	Name	NP section/ policy/ page being commented on	Summary of response	Change Plan?	Comments
31	NAME REDACTED	All	Supports NP	No	
32	NAME REDACTED	All	Supports NP	No	
33	NAME REDACTED	All	Supports NP	No	
34	NAME REDACTED	All	Supports NP but considers it ridiculous that a NP cannot address traffic volumes and width of footways.	No	NP cannot directly address these issues.
35	NAME REDACTED	All	Concerns about new housing, traffic, views, and infrastructure.	No	
36	NAME REDACTED	ENV1 & SD1	Concerns about increasing size of village without improving infrastructure.	No	

37	NAME REDACTED	CLH3 & CLH1	Concerns about increasing the size of the village.	No	
38	NAME REDACTED	SD1 & CLH3	Supports NP but has concerns about building on land adjacent to Kilkenny Lane Country Park.	No	
39	NAME REDACTED	All & SD1	Supports NP but notes importance of sustainability.	No	
40	NAME REDACTED	All & ENV1	Supports the NP but feels it will have minimal impact on numbers of future housing. Concerns over car park.	No	
41	NAME REDACTED	CLH1, CLH2 & ENV1	Maintain key views and landscape character especially if new housing is built. Importance of green spaces.	No	
42	NAME REDACTED	CLH3	Concerns about area of buffer zone Kilkenny Farm	Yes	

Comments received from local groups, organisations, and businesses.

Respondent ID	Name	NP section/ policy/ page being commented on	Summary of response	Change Plan?	Comments
11	MOD/DIO RAF BRIZE NORTON	SD1	Broader representation of MOD interests (safeguarding areas)	Yes	Minor update to Policy SD1
12	Minster Lovell PC	CLH3	Agree with buffer zones green corridors	No	
13	Public Art Committee	SD1 & ENV1	Agree with enhancing green spaces for the betterment of the community.	No	

14	Elder Bank Hall Committee	All	Retention of green spaces and road safety.	No	
15	Sports & Social Club Committee	CF1, CLH2 & SD1	Infrastructure to support community, maintain key views and sustainable development if proved to be required.	No	

Comments received from agents and third-party representations

Respondent ID	Name	NP section/ policy/ page being commented on	Summary of response	Change Plan?	Comments
21 A/B/C	SAVILLS/ BLOOR HOMES	CLH1, CLH2, CLH3	Supports the NP but makes detailed comments on CLH1, CLH2 & CLH3. Makes recommendations on changes to the wording to these policies.	No	Comments have been considered and it is hoped that changes made in relation to comments from statutory consultees will address some of the comments made
22	LONESTAR	CLH1, CLH2, CLH3,	Commented on CLH1, CLH2, and CLH3. General criticism about the entire NP.	No	Comments have been considered and it is hoped that changes made in relation to comments from statutory consultees will address some of the comments made

23	**Carter Jonas/Bloombridge**	**CLH2, CLH3**	**Wishes to engage with the steering group but has concerns about CLH2 & CLH3**	**No**	**Comments have been considered and it is hoped that changes made in relation to comments from statutory consultees will address some of the comments made**