

**Rolleston on Dove  
Neighbourhood Development Plan**

**Consultation Statement**

**March 2019**

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# Introduction

This Consultation Statement summarises the community engagement programme and the Regulation 14 consultations that were undertaken for the Rolleston on Dove Neighbourhood Development Plan 2017 to 2033. It shows how the requirements of Regulations 14 and 15 of the Neighbourhood Planning (General) Regulations 2012 have been satisfied.

# Summary of Community & Stakeholder Engagement

Rolleston on Dove Parish Council developed a programme of community and stakeholder engagement and this has been used to guide the process of producing the Neighbourhood Development Plan. It demonstrates that the Parish Council recognises that the Neighbourhood Development Plan must reflect the needs of the community and the local area. The Rolleston on Dove Parish Council has sought to communicate with residents in a timely and effective manner and to inform and actively engage with them throughout the process of producing the Neighbourhood Development Plan.

The community engagement carried out on behalf of the Parish Council in producing the draft Neighbourhood Development Plan is summarised in Figure 1, the Timetable of Community Engagement. To achieve the varied community engagement, the Parish Council has used a wide range of communication methods including special open meetings, workshops, the village notice boards, public canvassing, social media such as the Facebook page and the parish website. Specially printed leaflets, questionnaires and a housing needs survey were circulated to all households in the parish at the relevant key stages. Updates were also included in the local newsletter, the Rollestonian, circulated to every household within the parish.

**Figure 1: Timetable of Community Engagement**

Date	Notes
September 2011	Newsletter to all houses advising of public meeting. Notices on noticeboards, Facebook, website.
October 2011	Open meeting with village; first Rolleston on Dove Neighbourhood Development Plan Steering Group formed.
December 2011	Newsletter issue 1, delivered to every household. Newsletter displayed on website and village noticeboards.
January 2012	Public consultation held in 3 locations (Starbucks, Old Grammar School rooms, Church). Presentations to Rolleston WI, Doveside WI, Village Liaison committee, church coffee morning.
February 2012	Newsletter issue 2 to all houses in village.
April 2012	Newsletter issue 3 to all houses in village.
May 2012	Questionnaire to all houses in village with additional copies available in Starbucks shop. 1450 questionnaires distributed, 39% returned.
July 2012	Questionnaire results collated; newsletter issue 4 to all houses in village.

Aug/Sept 2012	Two community consultations; August 2012 Neighbourhood Development Plan draft submitted for review.
February 2013	Regulation 14 Consultation period officially starts with documents submitted to ESBC
March 2013	Consultation period by PC; drop-in sessions for review of hard copy of draft plan, also made available on Facebook and the Village website.
March 2013-December 2016	Residents' comments were reviewed and taken into consideration. Updated Neighbourhood Development Plan was submitted for Regulation 16 consultation. An independent examiner was appointed. NDP did not progress any further at this time.
December 2016	Steering Group meeting with ESBC. Public & ESBC meeting in St Mary's church to determine future of the NDP.
May 2017	Second Steering Group formed.
August 2017-May 2018	Steering group meetings; revised draft of Neighbourhood Development Plan in development, meeting with ESBC planning officer.
May 2018	Local Green Spaces consultation took place. Each landowner or responsible body were given an individual copy of the local green spaces.
October 2018	Regulation 14 consultation period. A leaflet was distributed by volunteers to every household within RoD. Hard copies of the draft plan were available to view in the Rolleston Club, Jinnie Inn pub, The Old Grammar School and St Mary's Church., Village residents attended a drop-in session for review of hard copy of draft plan and to discuss the plan. It was also made available on Facebook and the Village website as well as being promoted on the Nextdoor mobile phone app.  Comments received were reviewed and the NDP was updated where necessary.

The Neighbourhood Development Plan itself has been led by the Rolleston on Dove Neighbourhood Development Plan Steering Group, made up of Parish councillors and volunteers from the local community. In producing this draft Neighbourhood Development Plan, the Steering Group has been supported by Navigus consultants and Neighbourhood Development Planning specialists, Urban Vision Enterprise CIC.

The Neighbourhood Development Plan has undertaken, or will be undertaking, the following statutory consultation as part of the process:

- Publicity of the neighbourhood area (already done by Local Planning Authority (LPA))
- Pre-submission consultation (done by Parish Council)
- Publicity following submission (to be done by LPA)

# Pre Submission Consultation (Regulation 14)

During the period of creating the Rolleston on Dove Neighbourhood Development Plan, the Pre Submission Consultation (Regulation 14) has been carried out twice in 2013 and 2018. At the formation of the second steering group in May 2017, it was agreed that although most of the consultation would need to be repeated, the revised Neighbourhood Development Plan would be based largely on the plan that had already been submitted. This meant that all of the comments and feedback already received were incorporated into the new submission, along with those received through the repeated Regulation 14 process.

In both instances, the residents of Rolleston on Dove were given every opportunity to see the draft Neighbourhood Development Plan. This was achieved in several ways:

- Article in local newsletter, the Rollestonian
- A housing needs survey to every household (receiving a 39% response rate)
- Specially printed leaflets hand delivered to every household within the parish (Appendix 1)
- Leaflet posted up in Parish Council noticeboards
- Hard copies of the draft NDP in the Jinnie Pub, Rolleston Club, The Grammar School, St Mary's Church
- Featured on Parish Council website, Facebook page and Nextdoor mobile phone application
- Open days
- Public canvassing over 2 weekends

Comments could be made via the website or directly by email to the parish clerk. Hard copies of the comment form were available at each open day, where Parish Councillors and members of the steering group were available to answer questions.

## Statutory Consultees

A planning officer from East Staffordshire Borough Council gave the steering group a full list of statutory consultees and these were contacted individually by email via the parish clerk. As well as the plan being attached, each consultee was directed to the website where the draft Neighbourhood Development Plan could also be viewed .

Local businesses and organisations were also part of the process as they were also hand delivered leaflets.

At all times during the consultation process, every effort has been made to ensure everyone contacted has been able to access the draft Neighbourhood Development Plan and give their comments.

Details of the list of statutory consultees can be seen in the Appendix 2.

## **Consultation Comments Made and Reviewed**

Comments were logged and analysed by the Neighbourhood Plan Steering Group. At more than one meeting, decisions were made on whether any action needed to be taken to amend the plan where necessary.

The detail of all these comments and decisions made are in the separate document, Rolleston on Dove Consultation Regulation 14 Comments Received.

# APPENDIX

## Appendix 1

### Regulation 14 leaflet



## ROLLESTON on DOVE (RoD) NEIGHBOURHOOD DEVELOPMENT PLAN



### Public consultation 2018

The Neighbourhood Development Plan Steering Group  
(appointed by RoD Parish Council) has developed a draft plan for RoD.  
This is your chance to have a look at what is planned for the future of the village

VIEWING	OPEN DAY	HOW TO COMMENT
<p>Printed copies will be available to view at:</p> <ul style="list-style-type: none"><li>• The Jinnie Inn</li><li>• St Mary's Church</li><li>• Old Grammar School rooms (in grounds of church)</li><li>• Rolleston Club</li></ul> <p>On-line at: <a href="https://www.rollestonondovepc.co.uk">https://www.rollestonondovepc.co.uk</a></p> <p>Facebook: Rolleston on Dove Parish Council</p>	<p>Old Grammar School Rooms</p> <p><b>Sat 13th October</b></p> <p>10am - 12 noon</p> <p><small>The Neighbourhood Development Plan has been considered following the earlier public consultation in May 2018. Here you may see what we have done.</small></p>	<p>RoD residents only, please email any comments to the Parish Council:</p> <p><b><a href="mailto:rollestonpc@outlook.com">rollestonpc@outlook.com</a></b></p> <p>Alternatively, reply forms for handwritten comments will be available at the open day</p>

**Closing Date for comments/feedback November 5th 2018**



## Appendix 2

### List of statutory consultees

Debra Roberts	The Coal Authority	<a href="mailto:DebraRoberts@coal.gov.uk">DebraRoberts@coal.gov.uk</a>	
Mr Pete Bedward	Homes England (prev H&CA)	<a href="mailto:enquiries@homesengland.gov.uk">enquiries@homesengland.gov.uk</a>	
Hayley Flemming	Natural England	<a href="mailto:consultations@naturalengland.org.uk">consultations@naturalengland.org.uk</a>	Ref: 245777
Noreen Nargas	Environment Agency	<a href="mailto:Noreen.nargas1@environment-agency.gov.uk">Noreen.nargas1@environment-agency.gov.uk</a>	
Mr Peter Boland	Historic England	<a href="mailto:e-wmids@historicengland.org.uk">e-wmids@historicengland.org.uk</a>	<a href="mailto:peter.boland@HistoricEngland.org.uk">peter.boland@HistoricEngland.org.uk</a>
Stephen Dean	SCC County Archaeological Service	<a href="mailto:stephen.dean@staffordshire.gov.uk">stephen.dean@staffordshire.gov.uk</a>	
Suzy Blake	SCC Historic Environment Record	<a href="mailto:her@staffordshire.gov.uk">her@staffordshire.gov.uk</a>	
Kim Miller	National Trust	<a href="mailto:Kim.Miller1@nationaltrust.org.uk">Kim.Miller1@nationaltrust.org.uk</a>	
Justin Milward	Woodland Trust	<a href="mailto:Justin.Milward@woodlandtrust.org.uk">Justin.Milward@woodlandtrust.org.uk</a>	<a href="mailto:GovAffairsTemp@woodlandtrust.org.uk">GovAffairsTemp@woodlandtrust.org.uk</a>
Ms Diane Clarke	Network Rail	<a href="mailto:townplanninglnw@networkrail.co.uk">townplanninglnw@networkrail.co.uk</a>	
Mr Ominder Bharj	Highways England	<a href="mailto:ominder.bharj@highwaysengland.co.uk">ominder.bharj@highwaysengland.co.uk</a>	Formerly Highways Agency
Ms Sarah Meads	Abbots Bromley Parish Council	<a href="mailto:parish.council@abbotsbromley.com">parish.council@abbotsbromley.com</a>	
Ms Judy Tkon Soej Len	Anslow Parish Council	<a href="mailto:clerk.anslowparishcouncil@gmail.com">clerk.anslowparishcouncil@gmail.com</a>	
Ms Siobhan Rumsby	Barton under Needwood Parish Council	<a href="mailto:bartonpc@btinternet.com">bartonpc@btinternet.com</a>	
Mrs Dorothy Clarke	Blithfield Parish Council	<a href="mailto:dorothyclarke@hotmail.co.uk">dorothyclarke@hotmail.co.uk</a>	
Mrs Barbara Roe	Brizlincote Parish Council	<a href="mailto:clerk@brizlincote-pc.org.uk">clerk@brizlincote-pc.org.uk</a>	
Mr Carl Smith	Burton Parish Council	<a href="mailto:shobnallpc@icloud.com">shobnallpc@icloud.com</a>	
Mrs Ginny Gibson	Croxden Parish Council	<a href="#">By hand</a>	
Mrs Julie Sadler	Denstone Parish Council	<a href="mailto:parishcouncil@denstonevillage.org.uk">parishcouncil@denstonevillage.org.uk</a>	
Mrs R Hill	Draycott in the Clay Parish Council	<a href="mailto:draycottparishcouncil@outlook.com">draycottparishcouncil@outlook.com</a>	
Mrs Karen Jackson	Dunstall Parish Council	<a href="mailto:karensjackson@hotmail.com">karensjackson@hotmail.com</a>	
Verna Smith	Outwoods Parish Council	<a href="mailto:opclerk@outwoodsparishcouncil.org.uk">opclerk@outwoodsparishcouncil.org.uk</a>	
Mrs A. J Smith	Stretton Parish Council	<a href="mailto:strettonpc@btinternet.com">strettonpc@btinternet.com</a>	

Mr S Powell	Tutbury Parish Council	clerk@tutbury.staffslc.gov.uk	
Mr Kevin Exley	South Derbyshire District Council	<a href="mailto:kevin.exley@south-derbys.gov.uk">kevin.exley@south-derbys.gov.uk</a>	
	National Grid	<a href="mailto:n.grid@amecfw.com">n.grid@amecfw.com</a>	hannah.bevins@woodplc.com
Planning	Severn Trent Water	Planning.apwest@severntrent.co.uk	
Jonathan Topham	Public Health	<a href="mailto:jonathan.topham@staffordshire.gov.uk">jonathan.topham@staffordshire.gov.uk</a>	
Mr. Richard E. Smith	Western Power Transmission	<a href="mailto:wpdnewsuppliesmids@westernpower.co.uk">wpdnewsuppliesmids@westernpower.co.uk</a>	
	South Staffordshire Water	<a href="mailto:philnewland@south-staffs-water.co.uk">philnewland@south-staffs-water.co.uk</a>	
Kate Dewey	Staffordshire Wildlife trust	<a href="mailto:planning@staffs-wildlife.org.uk">planning@staffs-wildlife.org.uk</a>	
Vodafone and O2	EMF Enquiries	<a href="mailto:EMF.Enquiries@ctil.co.uk">EMF.Enquiries@ctil.co.uk</a>	
EE	Alex Jackman	<a href="mailto:public.affairs@ee.co.uk">public.affairs@ee.co.uk</a>	
Three	Jane Evans	<a href="mailto:jane.evans@three.co.uk">jane.evans@three.co.uk</a>	
PlanInfo Research Team		<a href="mailto:PlanInfoNews@dpds.co.uk">PlanInfoNews@dpds.co.uk</a>	
Mr James Chadwick	Staffordshire County Council	<a href="mailto:james.chadwick@staffordshire.gov.uk">james.chadwick@staffordshire.gov.uk</a>	
	Staffordshire County Council Flood Risk		
Dave Hughes	Management	<a href="mailto:davidb.hughes@staffordshire.gov.uk">davidb.hughes@staffordshire.gov.uk</a>	
	Tetlow King Planning	<a href="mailto:consultation@tetlow-king.co.uk">consultation@tetlow-king.co.uk</a>	
Charlie Riley	Trent and Dove Housing	charlie.riley@trentanddove.org	
Phil Metcalf	National Forest	pmetcalfe@nationalforest.org	
Maggie Taylor	Sport England	<a href="mailto:maggie.taylor@sportengland.org">maggie.taylor@sportengland.org</a>	Planning.Central@sportengland.org
GVA		<a href="mailto:midlandspdr@gva.co.uk">midlandspdr@gva.co.uk</a>	
Naomi Perry	Planning Policy	<a href="mailto:Naomi.Perry@eaststaffsbc.gov.uk">Naomi.Perry@eaststaffsbc.gov.uk</a>	
John Coleman	William Davis Homes	<a href="mailto:john.coleman@williamdavis.co.uk">john.coleman@williamdavis.co.uk</a>	
Sarah Jinks	William Davis Homes	<a href="mailto:sarah.jinks@williamdavis.co.uk">sarah.jinks@williamdavis.co.uk</a>	
Jean Moloney	Barton Willmore	<a href="mailto:jean.moloney@bartonwillmore.co.uk">jean.moloney@bartonwillmore.co.uk</a>	
Mark McGovern	SSA Planning	<a href="mailto:mark.mcgovern@ssaplanning.co.uk">mark.mcgovern@ssaplanning.co.uk</a>	