



Henfield Neighbourhood Plan 2017-2031



Statement in Response to the Initial Comments of the Independent Examiner

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1. Policy 1/Paragraph 5.7: Number of Dwellings

Independent Examiner Question

Paragraph 5.7 proposes the delivery of 270 dwellings in the Plan period. In doing so it makes the connection between meeting housing need and contributing to strategic supply on the one hand and housing developments built and consented on the other hand.

In this context please could the Parish Council provide details about:

- its assessment of housing need in the neighbourhood area;
- the way in which the figure of 270 dwellings has been identified in paragraph 5.7;
- the number of dwellings with extant consents (including reference numbers and date of permission); and
- the number of dwellings built in the neighbourhood area since the adoption of the Horsham Local Development Framework (in 2015) and since then and the beginning of the proposed Neighbourhood Plan period (2017).

It would be helpful if the District Council assisted in the analysis on the third and fourth bullet points and contribute towards a statement of common ground in the event that the two councils take a different view on the first and second bullet points.

Parish Council Response

- 1.1 Horsham District Council is currently in the process of reviewing its Local Plan and will include an assessment of future growth scenarios as stipulated from the Standard Methodology set out in the current National Planning Policy Framework and Planning Practice Guidance.
- 1.2 However, this emerging work should not be confused with the evidence base that supports the adopted Horsham District Planning Framework which was robustly tested at Examination. The Henfield Neighbourhood Plan has been prepared to be in general conformity with the adopted Development Plan, which requires 1,500 dwellings to be provided through neighbourhood plans.
- 1.3 The evidence for the 270 dwellings is contained in the Henfield Parish Council Housing Needs Assessment produced by AECOM in October 2017 following Planning Practice Guidance on such assessments at the time. This report “recommends a housing target of between 272 and 285 dwellings to be delivered over the Plan Period” (paragraph 33).
- 1.4 A letter from Horsham District Council dated 23rd February 2018 (Annex 1) is attached and explains how the data provided to AECOM relates to the housing numbers in the adopted Horsham District Planning Framework. This letter confirms that DC/17/1140 for 12 dwellings (determined 28 Sept 2017) can come off the total housing requirement as advised by the AECOM Housing Needs Assessment. This leaves a residual requirement of 260-273 dwellings.
- 1.5 Taking this into account the Parish Council considers that the proposed allocation of 270 houses in the Neighbourhood Plan is reasonable and justified given the local circumstances concerning flood risk, landscape, local amenity, character, design and infrastructure and local residents’ preference for sympathetic development proposals for the village. The proposed allocation of 270 dwellings is supported by robust evidence such as the Site

Assessment Report and the Sustainability Appraisal which underpin the plan. Henfield Parish Council considers this number to be deliverable and demonstrates positive planning making efficient and best of use of land in sustainable locations.

2. Policy 2: Viability and Deliverability of Sites

Independent Examiner Question

Is the Parish Council satisfied that the four allocated sites are both viable and deliverable within the Plan period?

Parish Council Response

2.1 As part of the Site Assessment Report the availability and deliverability of each site was checked with site proponents and the proponents of the allocated sites confirmed that their sites could be delivered. The Parish Council is satisfied that there are no significant impediments to the viability or deliverability of the allocated sites. The minor concerns raised by the site proponents for Policy 2.3: Land west of Backsettown are addressed under Section 10, Representations.

2.2 With respect to the largest allocated site at Parsonage Farm the site proponents have submitted the following points of clarification with respect to deliverability:

“It should be noted that there are no ownership issues and Welbeck Strategic Land II LLP have legal control over the site land including the area shown edged green in the draft HNP. In response to this question and to provide the Examiner with comfort that promoter-led sites will not have a longer lead-in time compared to a developer /housebuilder; Welbeck have analysed the delivery timescales for their most recent schemes. Following analysis, the key timescales are set out below:

- Average months between submission of an outline application and determination: 16 months
- Average months between securing outline planning permission and exchange: 10 months
- Average months between exchange and reserved matters approval: 8 months
- Average months between securing outline planning permission and securing reserved matters approval: 18 months
- Discharge of conditions usually approved in parallel or shortly after the first reserved matters approval is secured
- Start on site shortly after pre- commencement conditions discharged, usually within the same year.

The average period between submitting an outline application to securing the first reserved matters approval is 2.8 years.

We can confirm that it is intended that a planning application will be forthcoming following the referendum on the HNP, and it is intended to submit the application as soon as the HNP becomes a 'made' Neighbourhood Plan.

This site could be delivered immediately and as has been demonstrated through the technical information submitted to the Parish and the District Council, there are no obstacles to development of the site and it could certainly be delivered within the first 5 year period of the HNP" (letter from DMH Stallard dated 7th April 2020 (Annex 2)).

3. Policy 2.1: New Access Road

Independent Examiner Question

Criterion p. comments about the required new access road. Please can the Parish Council provide advice on the following matters:

- **does it have any specification/width in mind for the road?**
- **what does 'built in advance' mean? Does it mean that an access would be created to facilitate construction work and that its construction within the evolving site overlaps with the delivery of the housing?**

Parish Council Response

3.1 The access road should be built to West Sussex County Council Highways adoptable standards and capable of accommodating two vehicles passing each other. Henfield Parish Council proposes that the access road be built in advance of building construction so that it can be used by all construction traffic rather than accessing the site through Deer Park which would impinge on the amenity of local residents. The design principles mentioned below are noted but these details will be negotiated at the final planning application stage.

3.2 The site proponent has commented on this question as follows:

"Welbeck can confirm that the access road would be built to adoptable standards with a 6m wide road which would be supported by a 2m wide footway flanking the southern side of the access road to connect pedestrians to the site. Street lighting would be provided to West Sussex County Council's standards which includes the standards of their contactor: Tay Valley Lighting.

Internally, the roads are likely to be built to adoptable standards and will consist of a hierarchy including the spine road between 5.5m-6.0m in width, primary roads at 4.8m in width and secondary roads 4.1m in width, all of which can accommodate a car and larger vehicle (such as a refuse vehicle) passing. These roads would be supported by footways on at least one side, with a minimum width of 1.5m. There would also be short sections of shared surface arrangements which serve a smaller number of dwellings where the carriageway is shared by all users; vehicles, pedestrians and cyclists and would be designed to encourage low vehicle speeds and attractive pedestrian environments.

Where parking is provided in parking courts, the aisle widths would be 6m to ensure vehicles are able to enter and exit the spaces. Where unallocated or visitor parking is provided alongside the main carriageway footways would be provided behind the parking spaces. If or where parking is proposed where there is no footway, such as adjacent to a green space, a small area of hardstanding would be provided behind the spaces to allow passengers to open car doors.

The HNP and Policy 2.1 identifies land at Parsonage Farm for 205 dwellings, by allocating a larger site to meet local needs, a new access from London Road can be justified and delivered, reducing the direct impact on existing residents of Henfield and providing for a safe and direct access onto the London Road and main route into and out of Henfield.

The proposed development would be served via a new access point from the A281. In response to the Examiner's query on the timing of this access construction, we can confirm that an access would be created to facilitate construction work and that its construction within the evolving site will overlap with the delivery of the housing. This construction access point will also be from London Rd to protect the residential amenity of those at Deer Park" (letter from DMH Stallard dated 7th April 2020).

4. Policy 2.4: Height of Dwellings

Independent Examiner Question

Does criterion c. relate to the character of the surrounding area or to local housing needs or to both matters?

Parish Council Response

- 4.1 The restriction in height and the number of dwellings proposed on land south of the Bowls Club relates to the rural landscape of the area, particularly the views from Henfield Common, and to mitigate its impact on the listed buildings to the south west of the site. It does also provide the opportunity to provide single story accommodation suitable for older people over 65 who make up 29.0% of the population of the plan area compared to 19.4% across Horsham District and 16.0% in England. The suitability of a development that caters for the needs of older people is enhanced by its close proximity to the High Street that is accessible by foot.

5. Policy 3: Why 3 Separate Sites

Independent Examiner Question

Is there any reason why there are three separate sites rather than a single combined site?

Parish Council Response

- 5.1 The three sites were put forward separately by three different land owners; and are likely to be developed at different times. An alternative approach could be to allocate as one site but with the flexibility that it could be developed in phases. This could include varying criterion e to say that a single point of access would be preferable but that separate access points would be considered if necessary for deliverability reasons. It should be noted that a planning application has been submitted for the part of the site covered by Policy 3.1.5 under reference DC/20/0049. . At the time of writing, discussions are ongoing between district council officers and the applicant over points of clarification before the application is formally re-validated.
- 5.2 It should be noted that the sites are proposed for 'employment use' and that this should be clarified as being uses within classes B1 and B8 of the Use Classes Order. B2-7 uses would not be appropriate due to the proximity of residential properties as they would not comply with criterion f. Therefore, the Examiner is invited to make a modification to these policies to add the words 'B1 and B8' after 'employment use' in the first line.

6. Policy 3.3.1: Change of Use

Independent Examiner Question

Is the implication of this policy that any change of use (insofar as planning permission is required) between the various identified Use Classes will be supported?

Parish Council Response

- 6.1 The Henfield Neighbourhood Plan does not prevent such changes of use, but Policy 13 of the Horsham District Planning Framework says that in 'primary frontages' such as Henfield, no greater than 30% of a designated frontage length should be taken up by non-retail use. Henfield Parish Council considered that there was no need to duplicate this policy.

7. Policy 9: Community Buildings

Independent Examiner Question

**The policy identifies two facilities and other community buildings. Does the Parish Council have a schedule of these other buildings?
Otherwise how would this potential lack of clarity be handled in a consistent fashion by the District Council in the Plan period?**

Parish Council Response

- 7.1 Annex 3 Community Facilities and Infrastructure Focus Group Report provides details of the current community facilities in the village, some of which have been prioritised for inclusion in the attached Henfield Infrastructure Delivery Plan (Annex 4) which is a living document and may change over time.

8. Policy 11: Local Green Spaces

Independent Examiner Question

Local Green Spaces (LGS) are a very specific element of national policy. As such I will be recommending that P11.3 and P11.4 are separated from P11.1 and P11.2. Does the Parish Council have any comments on this proposition?

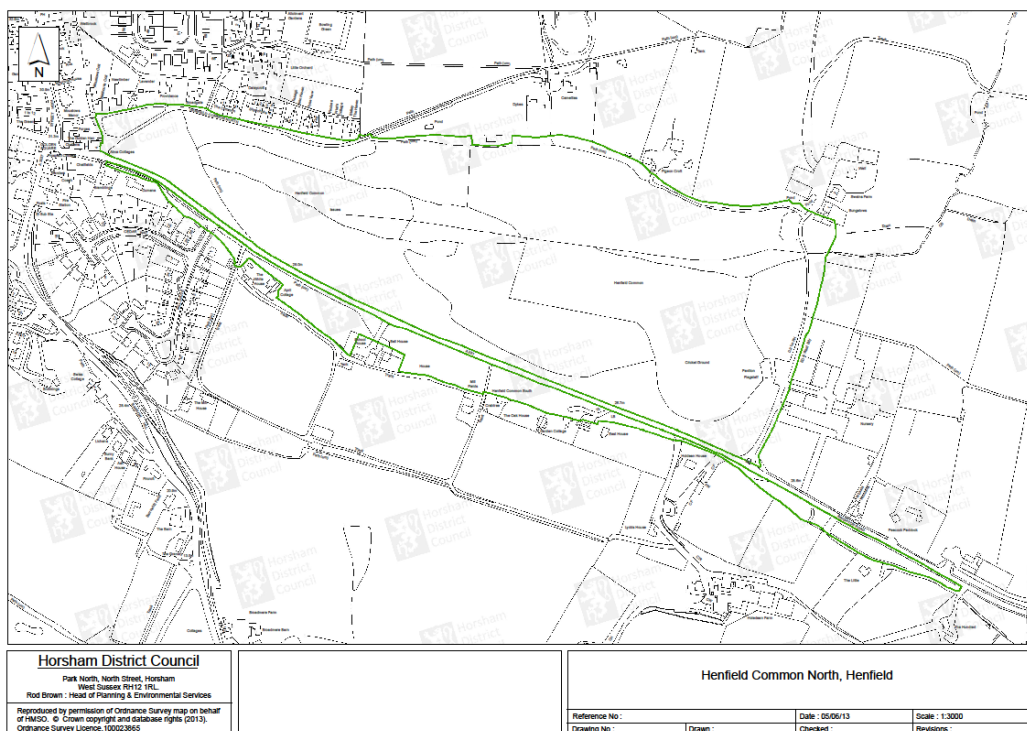
Proposed LGS 1/2/3 – are these elements of common land already protected/safeguarded by separate legislation? As such are the proposed LGS designations necessary?

P11.3 provides no clarity about the ‘other small parcels of green space’ in terms of their location and effect. Is this part of the policy necessary?

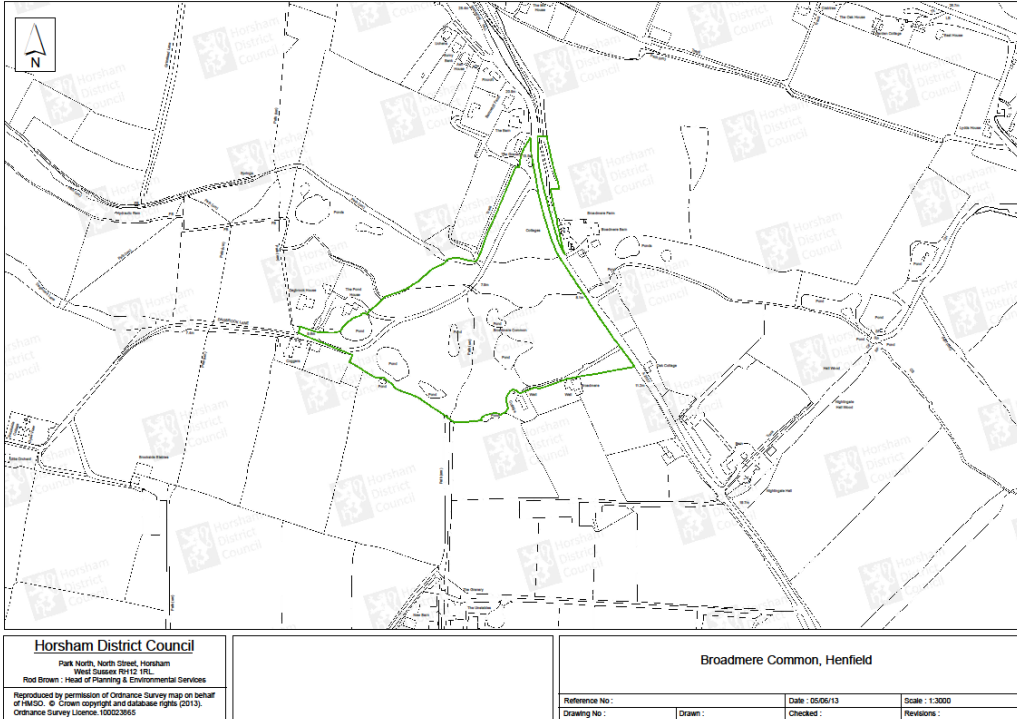
Parish Council Response

- 8.1 Separating P11.3 and P11.4 from P11.1 and P11.2 is acceptable to the Parish Council.
- 8.2 Proposed LGS 1/2/3 – The Parish Council accepts that registered common land is already protected/safeguarded by separate legislation, and their allocation as Local Green Space is a ‘belt and braces’ approach. Maps of the registered commons are attached, and there are slight differences between the boundaries and those of LGS 1/2/3. If the Examiner accepts the retention of these LGS then it is suggested that the boundaries be aligned to the registered common land.
- 8.3 Policy P11.3 was intended as a ‘catch-all’ of unmapped areas of green space, and Henfield Parish Council is content for this policy to be deleted.

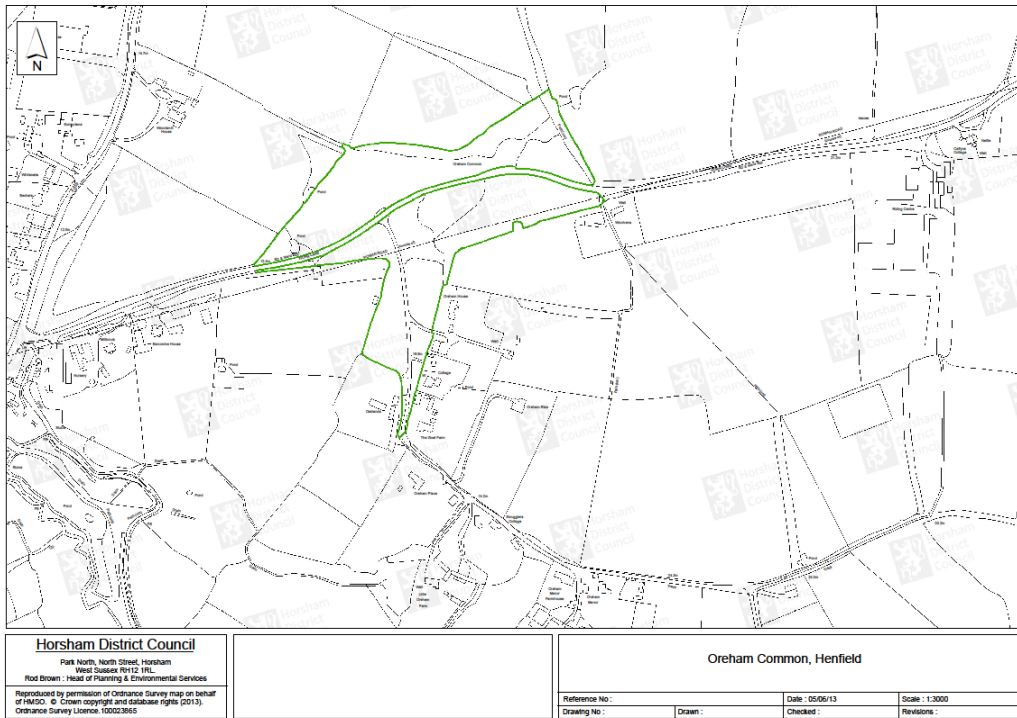
Henfield Common



Broadmere Common



Oreham Common



9. Monitoring and Review

Independent Examiner Question

The Plan is largely silent on this matter.

Does the Parish Council have any comments on this matter in general, and the appropriateness or otherwise of a review of any 'made' neighbourhood plan taking place once the emerging Horsham Local Plan has been adopted in particular?

Parish Council Response

- 9.1 Paragraph 4.5 of the Plan says "The HNP will be monitored on an annual basis. The objectives and measures will form the core of the monitoring activity but other data collected and reported at a Parish level relevant to the plan will also be included". Paragraph 4.6 says "Henfield Parish Council also proposes to complete a formal review of the HNP every five years. This could coincide with the review of the Horsham Local Plan if this cycle is different". This sentence could be strengthened to replace 'could' with 'will' and the Examiner is invited to make this modification.
- 9.2 On 13th March 2019 Horsham District Council wrote to all the groups preparing Neighbourhood Plans outlining options for preparation in the light of the emerging Horsham Local Plan and the likely increases in housing numbers (attached Annex 5). The responses from Henfield Parish Council - letter dated 12th June 2019 (Annex 6) and email dated 3rd July 2019 (Annex 7) - are also attached and were acknowledged by Horsham District Council on the 4th July 2019 (Annex 8). In summary, the Parish Council agreed to proceed on the basis of option 3, which is:
- "3) A hybrid option: Horsham District Council meets housing needs through the local plan process as set out in option 2. On adoption of the new local plan, the neighbourhood plan could still be reviewed to update on any policy issues considered to be relevant to the parish such as design or local greenspaces. The parish could also choose to allocate additional housing sites on top of those identified in the Local Plan if it wishes to do so".*
- 9.3 It was decided therefore to proceed with the current Neighbourhood Plan to be examined against the currently adopted Horsham District Planning Framework, and to leave any uplift in housing numbers to be determined through the emerging Local Plan. This could include the Local Plan allocating additional sites if that was considered necessary and sustainable. Once the new Local Plan is adopted then the Neighbourhood Plan would be reviewed to see if any policies require updating.

10. Representations

Independent Examiner Question

Does the Parish Council wish to comment on any of the representations made to the Plan in general?

Does the Parish Council wish to comment on the representations made to the Plan by Seaward Homes (9), Taylor Wimpey (10), Wates Developments (17), Dowsett Mayhew (18), Welbeck Strategy Land (24), Gladman Developments (28), Fairfax Acquisitions (34) and Independent Age (36)?

Parish Council Response

- 10.1 The Henfield Neighbourhood Plan Steering Group has made every effort to engage with residents, landowners and statutory bodies throughout the whole process, going above and beyond the statutory requirements. This process of consultation is detailed in the Consultation Statement issued with the submission Henfield Neighbourhood Plan.
- 10.2 All statutory consultations have taken place and every representation and comment has been considered in putting the plan together and the process has remained positive and transparent throughout.
- 10.3 All representations made at the regulation 14 stage were considered and in particular those representations made by statutory consultees in amending the Plan for regulation 16.
- 10.4 The majority of representations made by proponents of sites that are not included in the Plan concern the housing numbers being proposed and the relationship with the emerging Local Plan. The rationale for this is set out in the response to the Examiner's first question. There are also some criticisms of the site selection process and particularly the Sustainability Appraisal. Paragraph 35 of the NPPF makes it clear that the selected appropriate strategy needs to be justified. The reasons for selecting the allocated sites are set out in Section 7 of the Sustainability Appraisal.

Policy 2.3: Land west of Backsettown, off Furners Lane, Henfield

- 10.5 The policy as submitted says in criterion i.) "The proposal makes provision for the access from Furners Mead without harming the amenities of local residents, by demolishing 21 Furners Mead which is in the ownership of the developer".
- 10.6 The site proponents have asked that the point of access be more flexible and consider that access onto Furners Lane can be achieved in highway safety terms. However, the Parish Council considers that such access would not be acceptable in terms of the impact on the rural character of Furners Lane. As 21 Furners Mead is in the ownership of the developer, this access appears achievable and therefore criterion i) should not prejudice the deliverability of the site.
- 10.7 The proponents have also asked for more flexibility on the mix and number of dwellings. The policy currently allocates the site for 30 single storey dwellings but the developer has suggested that this could be increased to 40 and include some 2/3 storey dwellings. The Parish Council considers that existing housing to the west of the site is predominately single storey; however the dwellings to the south of the site are two-storey, and so there could be some scope for 1.5- and 2-storey dwellings along this perimeter. However, the overall number of units is considered to be appropriate given the sensitivity of the listed building and its setting to the east.

Annex 1 – letter from Horsham District Council dated 23rd February 2018

Ray Osgood
Henfield Parish Council
The Henfield Hall
Henfield
West Sussex BN5 9DB



By Email.

Dear Ray,

Re: Henfield Neighbourhood Plan

Our ref: NK/Henfield

Your ref:

Date 23 Feb 2018

Thank you for your letter dated the 2 February 2018. AECOM has undertaken a Housing Needs Assessment (HNA) for the Parish Council to generate a housing requirement for the Henfield Neighbourhood Plan which will be an appropriate proportion of the 1,500 dwellings to be delivered from Neighbourhood Plans across the district up to 2016 - 2031. (It is envisaged the AECOM HNA will be a robust piece of evidence which will underpin the Henfield Neighbourhood Plan).

Further to our meeting at Upper Beeding on the 19 January 2018 it was requested that HDC provide an explanation how historic permissions and completions within Henfield Parish are accounted for.

The AECOM Housing Needs Assessment is an assessment of **local housing need** for the Parish of Henfield over the plan period of the Henfield Neighbourhood Development Plan which is to run up to 2031 and has a base date of 2017. The main requirement from the AECOM HNA is to derive a housing target requirement employing a methodology which is compliant with current national Planning Practice Guidance (PPG).

In your letter of the 2 February you sought clarification regarding one of the data sources employed by AECOM: the settlement hierarchy minimum derived figure (2011 – 2031). HDC officers have made it clear to AECOM that for villages to calculate their 'fair share' of the 1,500 dwellings it should be in accordance with the settlement hierarchy. AECOM have calculated the number of dwellings in Henfield settlement as a proportion of all the settlements that come under the three different categories of 'small towns and larger

villages, medium villages and smaller villages' (the 3 categories) as set out in Policy 3. This figure has been arrived at by accessing Census 2011 data relating to specific Middle and Lower Super Output Areas (M/LSOAs) and Output Areas (OAs) that focus on the spatial arrangement of each town and village (as opposed to the wider parish in which they sit). This is based on an interpretation of HDPF Policy 4 which specifically suggests that allocations will only be permitted within or abutting the defined settlement edge.

In the AECOM HNA (Section 3.3.1) it was stipulated in 2011, there were 1,380 dwellings in the built-up area of Henfield village (not parish); this equates to 6.41% of all the dwellings in the 3 categories mentioned above (21,517 dwellings). On this basis Henfield's fair share of the 1,500 figure is 88 dwellings (rounded) to be delivered over the Plan Period. HDC confirmed 159 net new dwellings (built units less losses) were built between 2011 and 2016 in the period (completions) and therefore Henfield's settlement hierarchy minimum derived figure as already being met and

hence a projection of 0 dwellings. It should be noted that this is one of five data sources employed by AECOM to derive an accurate assessment of need. The PPG states that: *'no single source of information on needs will be comprehensive in identifying the appropriate assessment area; careful consideration should be given to the appropriateness of each source of information and how they relate to one another'*. In line with PPG, AECOM have gathered data from as wide a range of sources as practicable in order to ensure robustness of conclusions and recommendations arising from the analysis of data.

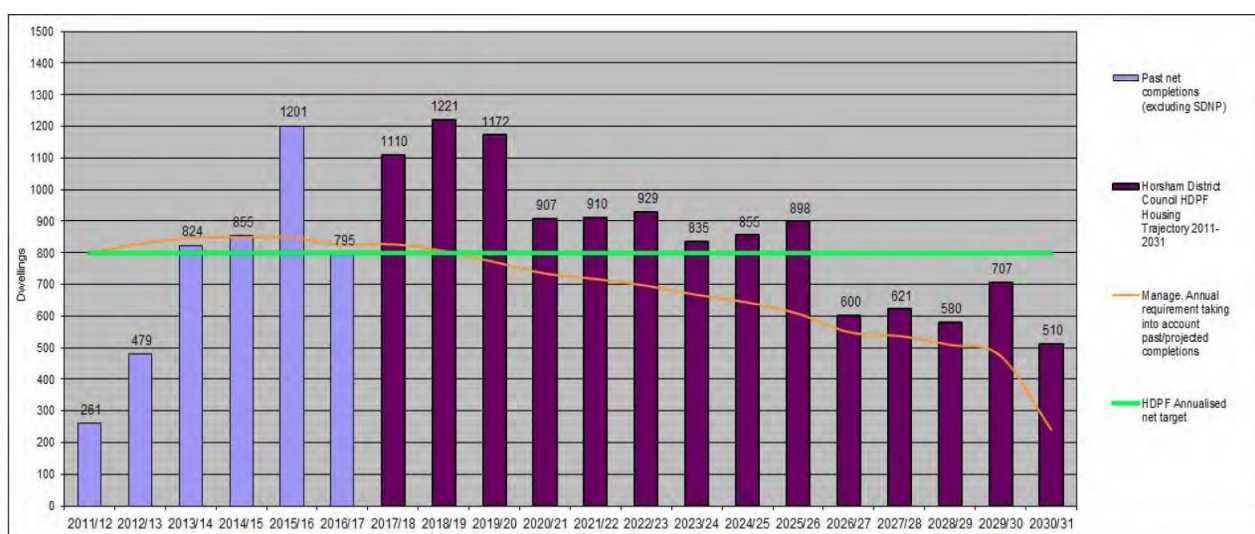
As the AECOM Housing Needs Assessment is focussed on 'need' rather 'supply' and has taken account of completions in the parish from 2011 up to 2016, in that same period recorded permissions but not yet built out are dealt through the Council's Housing Trajectory.

Housing Trajectory

The Housing Trajectory used by Horsham District Council is different in that it looks at the **supply of housing** over the HDPF Plan Period which runs between 2011 and 2031. The National Planning Policy Framework (NPPF) sets out the requirement for local planning authorities to provide information on housing policy and performance, including the preparation of a housing land supply trajectory which is updated every year through the Annual Monitoring Report. The housing trajectory is required to demonstrate that the Council can deliver its development plan housing targets and associated infrastructure. It can help indicate at an early stage whether any steps need to be taken to ensure that planned housing requirements are met.

Please refer to the Figure 1. Horsham District Planning Framework Trajectory Graphs (net) 2011-

2031 and extracted from the Council's current Annual Monitoring Report 2016/17. I attach a link to the current Annual Monitoring Report (AMR) and is an annual undertaking for HDC. The AMR was published on the 29 December 2017:



<https://www.horsham.gov.uk/planningpolicy/planning-policy/annual-monitoring-report>

Figure 1. Horsham District Planning Framework Trajectory Graphs (net) 2011-2031

Figure 1 above indicates past completions (shaded blue) between 2011/12 and 2016/17 and future projected completions (2017/18-2030/31). The green line on Figure 1 indicates the annual target. The orange line indicates how the annual target is being managed.

Policy 15 of the HDPF sets a housing figure of ‘at least 16,000’ homes to be delivered throughout the District over the Plan Period of 2011 – 2031. The District’s ability to deliver this number was debated in detail during the course of the HDPF Examination in 2015. The trajectory which was presented to the HDPF Inspector contained a number of housing developments which had already been granted permission and these were accepted by the HDPF Inspector as being able to contribute towards the Districts supply. I would refer you to the Table 1 which lists the significant permissions in Henfield from 2011 to 2016. 2011 being the base date of the HDPF. Please note DC/17/1140 is excluded from the Council’s Housing Trajectory as it was given permission post adoption of the HDPF.

Reference	Type	Proposal	Date Validated	Decision	Decision Date	Address	Appeal Decision Date	Net Houses	SHELAA	Status Jan 2018	COMMENT
DC/17/1140	FUL	Proposed re-plan of northern parcel to provide 75 dwellings (increase of 12 dwellings from previously approved development), together with associated car parking, landscaping and access.	22-May-17	PER	28-Sep-17	Land North of West End Lane Henfield West Sussex	N/A	12	SA004	Underway	Excluded from Trajectory
DC/13/0787	FUL	Development of 160 residential dwellings (comprising 10 x 5-bed, 49 x 4-bed, 24 x 3-bed, 67 x 2-bed and 10 x 1-bed) together with associated landscaping, open space and access	24-May-13	REF	22-Aug-13	Land at Junction of Stonepit Lane and West End Lane Henfield West Sussex	02-Jun-14	160	SA004	Underway	Included in Trajectory
DC/13/1266	OUT	The development of the site for up to 102 residential dwellings together with associated landscaping, open space and access (Outline Application)	09-Jul-13	PER	17-Mar-14	Land East of Manor Close Henfield West Sussex	N/A	102	SA160	Underway	Included in Trajectory
DC/12/1004	OUT	The development of the site for up to 102 residential dwellings, together with associated landscaping, open space and access (Outline)	28-May-12	REF	10-Aug-12	Land East of Manor Close Henfield West Sussex	N/A	0	SA160	n/a	Included in Trajectory

DC/11/0787	REM	Residential development comprising 130 dwellings and provision of open space (Land to the East of Parsonage Farm) (Approval of Reserved Matters)	20-Apr-11	PER	06-Oct-11	Parsonage Farm Deer Park Henfield West Sussex BN5 9QR	N/A	130	SA154	Complete 2013	Included in Trajectory
DC/09/1222	OUT	Residential development comprising 130 dwellings and provision of open space (Land to the East of Parsonage Farm) (Outline)	13-Jul-09	PER	27-Jul-10	Parsonage Farm Deer Park Henfield West Sussex BN5 9QR	N/A	0	SA154	n/a	Included in Trajectory

Table 1: Large Site Permissions (2010 – 2017)

Policy 15 also makes provision for at least 1,500 homes to come forward through Neighbourhood Planning as part of the overall requirement of ‘at least 16,000 homes’. Because there was no ‘made’ Neighbourhood Development Plan in Henfield (or any of the parishes) at the time the HDPF was adopted, any sites already identified in the HDPF trajectory cannot contribute towards the 1,500 homes to come forward through Neighbourhood Planning because it would result in double counting.

The Henfield Housing Needs Assessment has been commissioned in 2017 to feed into the development of the Henfield Neighbourhood Development Plan and has a base date of 2017. This means it takes into account all homes completed in Henfield between 2011 and 2016 (amongst other variables) and then calculates the Housing Need from thereon in i.e. the housing need of the Parish from 2016 onwards.

It follows that all permissions¹ post 2016 would effectively contribute towards the Henfield’s housing need. In conclusion, I can advise you that DC/17/1140 which was determined 28 Sept 2017 for 12 dwellings can come off the total housing requirement as advised by the AECOM Housing Needs Assessment.

I trust this provides you with the clarification you require but should you require further clarity the Council would be happy to discuss this matter further. Yours sincerely,

Norman Kwan
Senior Neighbourhood Planning Officer.

cc: Barbara Childs Catherine Howe
Emma Faith

¹ Please note for permissions for schemes 5 dwellings and under are classified as ‘Windfalls’ and are recorded in the district’s allowance of 750 over the plan period. They do not come off Henfield’s housing requirement. Please refer to HDPF Policy 15 (5).

Annex 2 – letter from DMH Stallard dated 7th April 2020

Neighbourhood Planning
Horsham District Council
Parkside
Chart Way
Horsham
West Sussex
RH12 1RL

Date 7 April 2020
Your ref
Our ref A57/296724-5

Dear Sirs

Henfield Neighbourhood Plan On behalf of Welbeck Strategic Land (II) LLP

DMH Stallard LLP act on behalf of Welbeck Strategy Land (II) LLP (“Welbeck”) in relation to the land known as Parsonage Farm, Henfield and the identification of the site as an allocation within the Henfield Neighbourhood Plan (“HNP”). Welbeck wholly support the HNP, which is considered to meet the basic conditions, represents sustainable development and fully accords with the strategic policies of the Horsham District Planning Framework (“HDPF”) and the National Planning Policy Framework (“NPPF”).

Henfield Parish Council formally submitted their draft Neighbourhood Plan 2017 - 2031 to Horsham District Council under Regulation 15 of the Neighbourhood Planning (General) 2012 (as amended) on 30 October 2019. In accordance with Regulation 16, Horsham District Council ran a consultation on the HNP. This consultation has now concluded.

The HNP has now proceeded to examination and the Council has appointed independent Examiner Andrew Ashcroft to undertake the examination of the Submission Draft HNP. The Examiner has published a clarification note with his initial comments on the HNP. We write with respect to the Examiner’s clarification note, and to provide the following responses to the initial comments regarding Parsonage Farm.

Examiner’s Comment - Policy 2

Is the Parish Council satisfied that the four allocated sites are both viable and deliverable within the Plan period?

It should be noted that there are no ownership issues and Welbeck Strategic Land II LLP have legal control over the site land including the area shown edged green in the draft HNP.

In response to this question and to provide the Examiner with comfort that promoter-led sites will not have a longer lead-in time compared to a developer /housebuilder; Welbeck have analysed the delivery timescales for their most recent schemes. Following analysis, the key timescales are set out below:

- *Average months between submission of an outline application and determination: 16 months*
- *Average months between securing outline planning permission and exchange: 10 months*
- *Average months between exchange and reserved matters approval: 8 months*
- *Average months between securing outline planning permission and securing reserved matters approval: 18 months*
- *Discharge of conditions usually approved in parallel or shortly after the first reserved matters approval is secured*
- *Start on site shortly after pre- commencement conditions discharged, usually within the same year*

The average period between submitting an outline application to securing the first reserved matters approval is 2.8 years.

We can confirm that it is intended that a planning application will be forthcoming following the referendum on the HNP, and it is intended to submit the application as soon as the HNP becomes a 'made' Neighbourhood Plan.

This site could be delivered immediately and as has been demonstrated through the technical information submitted to the Parish and the District Council, there are no obstacles to development of the site and it could certainly be delivered within the first 5 year period of the HNP.

Examiner's Comment - Policy 2.1

Criterion p. comments about the required new access road. Please can the Parish Council provide advice on the following matters:

- *does it have any specification/width in mind for the road?*
- *what does 'built in advance' mean? Does it mean that an access would be created to facilitate construction work and that its construction within the evolving site overlaps with the delivery of the housing?*

Welbeck can confirm that the access road would be built to adoptable standards with a 6m wide road which would be supported by a 2m wide footway flanking the southern side of the access road to connect pedestrians to the site. Street lighting would be provided to West Sussex County Council's standards which includes the standards of their contactor: Tay Valley Lighting.

Internally, the roads are likely to be built to adoptable standards and will consist of a hierarchy including the spine road between 5.5m-6.0m in width, primary roads at 4.8m in width and secondary roads 4.1m in width, all of which can accommodate a car and larger vehicle (such as a refuse vehicle) passing. These roads would be

supported by footways on at least one side, with a minimum width of 1.5m. There would also be short sections of shared surface arrangements which serve a smaller number of dwellings where the carriageway is shared by all users; vehicles, pedestrians and cyclists and would be designed to encourage low vehicle speeds and attractive pedestrian environments.

Where parking is provided in parking courts, the aisle widths would be 6m to ensure vehicles are able to enter and exit the spaces. Where unallocated or visitor parking is provided alongside the main carriageway footways would be provided behind the parking spaces. If or where parking is proposed where there is no footway, such as adjacent to a green space, a small area of hardstanding would be provided behind the spaces to allow passengers to open car doors.

The HNP and Policy 2.1 identifies land at Parsonage Farm for 205 dwellings, by allocating a larger site to meet local needs, a new access from London Road can be justified and delivered, reducing the direct impact on existing residents of Henfield and providing for a safe and direct access onto the London Road and main route into and out of Henfield.

The proposed development would be served via a new access point from the A281. In response to the Examiner's query on the timing of this access construction, we can confirm that an access would be created to facilitate construction work and that its construction within the evolving site will overlap with the delivery of the housing. This construction access point will also be from London Rd to protect the residential amenity of those at Deers Park.

Summary

Overall, Welbeck commend the HNP Steering Group for their significant inputs into the Neighbourhood Plan process, resulting in a robust and policy compliant Plan, which accords with the basic conditions.

The HNP is based on a strong evidence base, including evidence supplied by site proponents, including Welbeck. It is welcomed that the Parish Council has been confident in its selection of sites, acknowledging an appropriate and justified level of housing required for the Parish, and then selecting the appropriate sites to meet those needs, noting that larger sites can often deliver greater local benefits.

I trust that the above is helpful, however, please contact Katie Lamb, Director of Planning, on 01293 605192 or katie.lamb@dmhstallard.com should you wish to discuss any aspect of the above further.

Yours faithfully



DMH Stallard LLP

Annex 3 – Community Facilities and Infrastructure Focus Group Report 28th May 2019 Annex E

LIST OF COMMUNITY BUILDINGS, ASSETS AND FACILITIES

Henfield Medical Centre

St Peter's School

Henfield Hall and Museum

The Henfield Haven

Public Toilets and Bus Shelter

2 x Car Parks

Library

Fire Station

Play areas

Allotments

Playing Fields including Kingsfield, Memorial Field, Rothery Field, Wantley

Youth Club

Sports centre

Cricket club

Tennis club

Bowling club

Skate Park

Scouts and Guides Hut

Nursery

Henfield Club

Shops on the High Street covering a wide range of retail and other businesses.

Churches

Other health services, including dentists, chiropodist, podiatrist, chiropractors, physiotherapists, optician and pharmacy

Red Oaks

BACKGROUND INFORMATION

Henfield Medical Centre

Educational Facilities

- St Peters School

- Secondary Education

- Pre School

- Facilities for Children and Young People

Accommodation for Older people

Community Buildings

Social and Cultural Facilities

HENFIELD MEDICAL CENTRE (Based on meeting with Katie Hill, Practice Manager, 30 August 2017)

Currently there are 9,623 patients registered and the practice is running at full capacity with virtually all services running near or above national required standards of satisfaction. The most common age is the 50-60 years range though the most frequent users are usually over 70 plus parents with young children.

Staffing in terms of support and qualified medical practitioners is at a suitable level but it is becoming increasingly difficult to recruit staff, both administrative and medical, and to retain

Henfield Neighbourhood Plan 2017-2031 - Statement in Response to the Initial Comments of the Independent Examiner

doctors following their training with the practice. The main factors affecting this are thought to be the lack of reliable public transport, making commuting difficult, and availability of housing, in particular, the provision of affordable housing, both for sale and rent, for lower paid and early career health employees.

The practice has policies of avoiding temporary locum staffing and aiming to provide continuity of care for patients. This raises expectations amongst patients about being able to see their own doctor but the benefits are considered to outweigh occasional difficulties. The practice continues a strong engagement with training, for example in conjunction with Sussex University medical students are trained in the Practice, as well as for qualified doctors who are attached to the Practice whilst training to be GPs through Health Education Kent, Surrey and Sussex.

The dispensary is only for use by the furthest patients with all others being sent to Lloyds Pharmacy on the High Street. Recent applications to open a pharmacy on site have all been declined and this will not be pursued again in the near future.

The practice has sufficient space currently, of a good standard. It has limited financial resources to expand and maintain physical space and would aim to cater for any increases in numbers in the near future by extending opening hours, introducing new ways of working and continuing combined working with other members of the Coastal West Sussex area. It is also working with the many clubs and societies in the parish to promote well-being, connect people and to provide support.

Parking provision is good and access to the practice premises in Henfield and Partridge Green for patients further afield is facilitated by a very good volunteer transport facility 'The Link'. The one area of physical space improvement, which is under consideration, is to the waiting room.

The latest CQC rating of the practice is 'good' and a set of key satisfaction measures covering 2005 to present is available on the practice website. "Same day access" to a doctor is always met when patients have emergency needs. Satisfaction as measured in this annual patient questionnaire is running at "satisfactory" and is summarised as follows:

Satisfaction with Receptionist 77% (Vs 70% national standard) Satisfaction with Opening Hours 68% (Vs 65%)

Satisfaction with Availability of Particular Doctor 44% (Vs 60%) Satisfaction with Availability of Any Doctor 64% (Vs 70%)

Satisfaction with Waiting Times at Practice 51% (Vs 51%)

Satisfaction with Phoning Through to the Practice 68% (Vs 62%)

Satisfaction of Phoning Through to Doctor for Advice 64% (Vs 55%)

Satisfaction of Continuity of Care 62% (Vs 68%)

Satisfaction with Doctors Questioning 86% (Vs 74%)

Satisfaction of how well the Doctor listens 87% (Vs 75%)

Satisfaction of how well the Doctor puts the patient at ease 89% (Vs 86%)

Satisfaction of how much the Doctor involves the patient 86% (Vs 82%)

Satisfaction with Doctors explanation 88% (Vs 75%)

Satisfaction with time Doctors spend 84% (Vs 70%)

Satisfaction with Doctors patience 88% (Vs 74%)

Satisfaction with Doctors caring and concern 88% (Vs 74%)

Ability to understand problem after visiting the Doctor 77% (Vs 73%)

Ability to cope with problem after visiting the Doctor 73% (Vs 68%)

Ability to keep healthy after visiting the Doctor 71% (Vs 63%)

Overall Satisfaction with Practice 84% (Vs 78%)

Educational Facilities St Peter's CofE(Aided) Primary School

St Peter's School is located in Fabians Way and has total capacity of 420 pupils spread over two forms in each year up to year 6 (age 11) with 38 staff. The current roll is under capacity at 381 pupils. Years 1 and 3 are currently full but the intake fluctuates year on year. New strategic priorities mean that plans for nursery provision referred to in the 2013 meeting report are no longer being taken forward.

The pupil catchment area covers Shermanbury, Woodmancote, Small Dole and Henfield. Most teaching staff commute easily from further away while teaching assistants tend to live locally. Local families tend to be able to access the school without a car if they wish, often across the Kings Field. Car use is necessary for families from the wider catchment area, and some locals choose to use their car. In common with many schools, there are ongoing problems with illegal parking outside the school.

The school is "aided" by Horsham District Council, the school's Board of Governors and the Church. Any funding additional to the government grant is minimal and most fundraising is through the PTA, which is well supported by the local community.

The school added significant new capacity and classrooms in three building projects over the last 15 years. The design today is not suitable for significant expansion without causing disruption and there is no requirement for expansion in the foreseeable future. It was noted that the projected impact of currently approved new development at the junction of West End Lane and Stone Pit Lane was not expected to exceed the school's capacity. The buildings are in good condition thanks to an effective premises manager. Some minor repairs to roof and facade are needed, but can be managed.

The school is well served for sport and outdoor activities, with its own school field and occasional use of the King's Field. It also benefits from use of the Henfield Leisure Centre for specialist sports facilities and as a venue for thriving Breakfast and After School clubs. The school would resist strongly any pressures to release its own field. In addition, its location, and the routes taken by families to reach the school, mean that it has a strong interest in any plans for pedestrian or car access to the Leisure Centre.

The one lack of local provision raised by the Headteacher is for swimming. The need to transport pupils by chartered coach to the Steyning pool means that the school cannot offer more than the statutory minimum of swimming lessons per pupil. It is felt that, if a pool were to be available in Henfield, the school would make extensive use of it.

In the 2016 Ofsted review an effectiveness rating of "Good" was achieved, with a rating of "Good" in all aspects, see the following link <http://www.ofsted.gov.uk/inspection-reports/find-inspectionreport/provider/ELS/126028>

Secondary Education

Henfield is in the catchment area for Steyning Grammar school, with pupils transported to and from the school by bus. The majority of pupils from St Peter's go on to Steyning but around 10-15% progress to other secondaries in the area, including Hurst, Millais, Downlands and St Paul's. The

meeting in 2013 noted that, evidence submitted by West Sussex County Council to the recent planning application for 160 dwellings on land at the junction of West End Lane and Stone Pit Lane stated that Steyning Grammar School and Rydon School Storrington, which are pooled for planning purposes, are oversubscribed with commitments forecast to be 115% of capacity. Projects to add further capacity are to be proposed by WSCC.

Facilities for Children and Young People

There are childrens' play areas at King's Field (by Henfield Leisure Centre); Chessbrook Green (Wantley Hill Estate); Deer Park (opposite Henfield Medical Centre). In addition there are children's swings at Wantley Hill Estate, and a multiplay unit at the Rothery Field in Nep Town Road. All play areas are managed by Henfield Parish Council with the exception of Deer Park, which is managed by Horsham District Council.

A skate-park and a basketball hoop are situated on the King's Field between the Youth Centre and St Peter's Primary School. There is also a skate park in Small Dole, although this is located outside the Parish.

Pre-School Facilities

Day nurseries/playgroups are located at Dove Nursery School, Henfield Cricket Pavilion; Warren Playgroup, Church Lane, St Peter's View; and Little Gems, Henfield Youth Club, Deer Park.

Accommodation for Older people

There are number of sheltered accommodation and care home developments within the village, as well as bungalows in the Broomfield Road and Furners Mead localities.

Community Buildings

Henfield has a good range of well used community buildings.

Henfield Hall houses the Parish Council facilities and Henfield Museum and provides a large hall and meeting rooms for hire by local groups, individuals and businesses.

The Henfield Haven is a day centre managed on behalf of the community. It's vision is

- A centre to promote living to the full through a range of joined up services
- Focussed on the needs of individuals, their carers and family supporters
- A community led development helping to build an even stronger, more cohesive community
- No age restriction

St Peter's Church, Corpus Christi Church and the Evangelical Free Church have facilities that are made available for both religious and secular use. The Henfield Club, George Inn and White Hart in the High Street have function/meeting rooms available for hire, as does the Bull Inn at Mockbridge.

The Leisure Centre and Youth Centre at King's Field, as well as a Scout Hut at the Tanyard and a Guide Hut at Staples Barn, provide further facilities. A number of sports clubs including the Bowling Club, the Cricket Club and the Tennis Club have club houses/pavilions with bar/social areas affording further opportunities for meetings and functions.

Henfield High Street (Retail Centre)

Henfield High Street has a wide range of shops and other businesses including chemist, banks, post office, supermarkets, green-grocer's, bakery, baker's, hairdresser's, funeral director's, petrol station,

car-wash, MOT centre, dry cleaner's, newsagent's, estate agents, optician's, dentists, off licence, bookmaker's, cafes, restaurants and pubs.

Social and Cultural Facilities

Henfield is a thriving community and has over 90 clubs and societies.

The West Sussex County Council Library is located to the west of the High Street.

There are three churches, St Peter's Anglican Church, the Corpus Christi Catholic Church, the Evangelical Free Church and other non-conformist groups within the village.

The Henfield Hall provides a hub for larger community events, including amateur dramatic productions, films, parish meetings and various social gatherings.

The Henfield Common provides a venue for travelling fairs, as well as the biannual village fete.

Sports and Active Leisure Facilities

There are many with sports and active leisure facilities within the parish. These include:

- Henfield Common, which comprises the Cricket Club pitch, practice nets and pavilion, football pitches and open space for walking and riding.
- The Bowling Club: 6 rink outdoor green and well equipped clubhouse
- Rothery Field: football pitch and changing rooms
- The Leisure Centre, providing a multipurpose hall, squash courts, gym, cafeteria / bar, fitness studios and Sharky's Soft Play Centre for toddlers and children up to 12 years of age.
- The King's Field o Tennis Club: Pavilion, 4 floodlit tarmac courts o Football Club: Pavilion and pitches o Skate-park and basketball hoop
- Horton Golf Club: 9 green 18 hole course
- Henfield Club, Cagefoot Lane: 2 snooker tables, bar and meeting room
- Various children's play areas (see Appendix 4)
- The Downs Link long distance trail and surrounding footpaths and bridleways which are well used by residents and bring many cyclists, walkers and equestrians to Henfield.

Small Dole has a playing field and a skate park, although these are located outside the Parish.

There is no public swimming pool in the village: the nearest public swimming pools are at Burgess Hill and Steyning.

Enquiries have been made of the Henfield Football Club, Henfield Cricket Club, Henfield Bowling Club, Henfield Tennis Club and Horton Golf Club regarding any requirements for additional facilities and future plans.

Clarification update 17th April 2020.

The Henfield Youth Club has been added to the schedule of Community Buildings, Assets and Facilities on page 19 and under the heading, Pre School Facilities on page 22, Henfield Youth Centre has been changed to Henfield Youth Club to avoid any ambiguity.

Annex 4 – Henfield Infrastructure Delivery Plan



Horsham District Council Infrastructure Delivery Plan (IDP)

INFRASTRUCTURE SCHEDULE - By Section 106 Allocation

Consultation:	Infrastructure Delivery Plan (IDP) – Horsham District Council
Your Name / Organisation	Henfield Parish Council
Your Email address	office@henfield.gov.uk
Your Phone number	012734992507

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing committed funding	Funding Still To be Found	Delivery timescale / Committee Responsibility/ Name of Project Lead
<i>Example: Transport</i>	<i>Improvements to junction</i>	<i>A24</i>	<i>Transport Assessment 2014/ Parish Plan/Neighbourhood Development Plan</i>	<i>WSCC</i>	<i>£2 million</i>	<i>£0</i>		<i>2020</i>

Transport	Link Road and 32 space car park Deer Park and Leisure Centre. NB could retain funds to fund 3 years maintenance and include cemetery extension footpath costs in scheme + works to Fabians Way and Northcroft. Nearing completion, signage for new route at Wantley roundabout, covered Cycle Rack and extension to lighting scheme to HYC to be considered.	Deer Park/ Leisure Centre	S106 condition with Deer Park development	HPC	£450k including footpath and cycleway (next item) and assumes additional items approved	£440k allocated (£450k includes item new footpath and cycleway, £10k surplus to be returned to WSCC if not spent)	£NIL	2018/19/ VC/ Malcolm Eastwood Project in flight to completion 2020.
Transport	New footpath and cycleway Deer Park and Leisure Centre. Complete except for changes to the Cemetery lights. May consider additions, extend resurfacing to Sobell Court, cemetery extension footpaths, lighting for path across Kings Field to school.	Deer Park/ Leisure Centre	S106 condition with Deer Park development	HPC	See 1 above	See 1 above	£Nil	2018/ VC/ Malcolm Eastwood Project in flight to completion 2020.
Transport	Creation of signed "Henfield Trails" Cycleway (Downs Link) and Pathway routes around Henfield. First two trails submitted to HDC. PMW approached to create online versions.	Various across the Parish including Downs Link and Village Centre	Visitor economy discussions with HDC	HPC/ HDC	£400k	£10k HPC Budget & Reserve	£390k	Completion 12/2021/ VC Malcolm Eastwood Project in flight

Transport	Move the Southbound bus stop from outside the Secretary Shop to outside the George Inn to allow buses to pull in where there are parking spaces at present.	High Street	Traffic flow and safety	Bus Cos	£10K	£0	£10K	2020/ VC/ Traffic & Transport Project Declined by WSCC
Transport	Portable Traffic Speed Indicator. We need to prepare a business case.	A281 Henfield Common & Barrow Hill/Nightingale Hill	Speed of traffic	WSCC	£5k	£0	£5k	2019/ 20 VC/Traffic & Transport & Transport Project at initiation
Transport	Create Pavement in Coopers Way between High Street and Village Hall Car Park. Potential to link this with other tarmac works ie extension of Parsonage track to Sobell Ct, repair of damaged footpath near Golden Square linking High Street and Common (not WSCC land).	Coopers Way	Well used route which needs tarmac path for safe clean option for shoppers to use.	HPC	£5k	£0	£5k	2020/21 VC/ Traffic & Transport Part of a future Community Transport Scheme Future Project
Transport	New Pedestrian crossing over A281 near Manor Way development and Wantley Hill. Revisit in conjunction with new NHP site infrastructure	A281 north of village	Residents feedback from village meeting	WSCC	£75k	£0	£75k	2020/21/ VC/ Traffic & Transport Future Project

	contributions.							
Transport	High Street Parking Restrictions to prohibit all day parking - will need a Traffic Regulation Order. Needs to be considered as part of a Community Highways Scheme. May need to be considered as part of a District wide review.	High Street	Traders Feedback	WSCC	£25k	£0	£25k	2020/21/ Traffic & Transport Future Project
TRANSPORT DEMAND TOTAL	-				£970k	£460k	£510k	

TRANSPORT - S106/CIL FUNDS AVAILABLE							£82,973	£765 28/10/11 Expired £813 Expired £70,304 20/2/27 £10,000 remaining Link Road funds held by HPC £1,091 20/2/27 £53221 (£24k travel vouchers, £16k local community bus services not available to use)
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Community Facilities	Henfield Hall 1. Roof Repairs Main Hall £25k 2. Redecoration Main Hall £20k 3. Refurbishment of sound, stage, lighting £90k	Coopers Way	Existing site reaching capacity	HPC	£135k	£22.5k (S106 variation Persimmon)	£112.5K	2021/2022/ PAC/ Henfield Hall/ Nigel Stevens Project seeking funding. Potential £22,500 toward roof repair from Parsonage Farm but requires Deed of Variation/~HDC approval.
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Community Facilities	Youth Club building improvements	Deer Park	All day nursery at capacity and demand to open facility earlier to safeguard children leaving St Peters school before working parents return home	HPC/ HYC	£90k	£11k	£79k	2018 launched 2020/21/ PAC & HYC/ David Jemmett Project seeking funding
Community Facilities	Henfield Tennis Club	Northcroft	Replace floodlights and court services for two oldest courts	HPC/HTC	£45k	£1,953 (S106)	£43,047	2020/ OS & HTC/ David Jemmett Project seeking funding.
Community Facilities	New Scout Building	Cragitts Lane	Existing pavilion reaching end of its usable life and facilities failing to meet modern standard. £80,000 raised to date (8/17)	HPC/ Henfield Scout Group	£250/290k	£180k	£70/110k	2018/20 PAC & Scouts/ Mike Morgan Project seeking funding

Community Facilities	Cricket Pavilion/Community Facility - extension to ground floor to increase size of changing room, community area, bar, kitchen and lounge. Perhaps increase car parking capacity. Some potential for joint use with HFC.	Henfield Common	Existing pavilion which also houses a nursery and is hired for parties is reaching end of its usable life and facilities failing to meet modern standards. There is a need for a modern community facility which is more widely used for events, visitors and accommodates changing facilities which meet FA standards to allow senior team use	HPC/ HCC/Sport England/ECB	£350k	£0	£350k	2021/2022/ PAC/ OS & Henfield Cricket Club Project at design stage
Community Facilities	New Football Club Pavilion. Potential for shared facility incorporating HFC Pavilion, a forever home for the Sheddars with workshop and storage access for HPC. Awaiting architect drawings.	Kings Field Henfield	Existing pavilion reaching end of its usable life and facilities failing to meet modern standards	HPC/ HFC/Sport England/FA	£500k	£0	£500k	2021/2022 / PAC/ OS & Henfield Football Club Project at Design Stage

Community Facilities	Henfield Leisure Centre - replacement of older components including Sports Hall Floor	Leisure Centre	Needs a more detailed assessment of components with costings to be prepared	Henfield Leisure Centre	£80k	£22.5k	£57.5k	2020/25 PAC/VC Richard Kendall & Henfield Leisure Centre Project seeking funding. Potential £22,500 toward sports hall floor repair from Parsonage Farm but requires Deed of Variation/HDC approval.
Community Facilities	Increase Museum Capacity	Henfield Hall	More detail to follow	Henfield Parish Council/Henfield Museum	£25k	£0k	£25k	2021/25 PAC/Museum Future Project
Community Facilities	Henfield Sheds This assumes installation of simple pre fabricated building but please also see entry above under Football Club Pavilion which would replace this entry if the Shed becomes part of the Football Pavilion	Kings Field or Henfield Hall	New Shed to be constructed as a long term home following lease expiry at current site	Henfield Shed	£15k	£0	£15k	2019/20/ PAC & Henfield Shed Future Project if football pavilion doesn't proceed

Community Facilities	Creation of an attractive Village Square to support visitor economy and high street retailers.	High Street/ Village Centre	Neighbourhood Plan identified weakness	HPC	£100k	£0	£100k	2021/2022/ VC Future Project
Community Facilities - <i>Playing Fields Committee need to check whether this is still needed.</i>	Increased football storage at Kings Field, Memorial Field and provision of Football Rebound Wall Kings Field	Kings Field and Memorial Field	Increased storage for goals required to allow us to use portable posts. Rebound wall to protect goal mouths on first team pitch	HPC/ HFC	£25k	£0	£25k	2019/2020 / OS & Henfield Football Club/ Gary Pettifer Playing Field Committee/HFC need to determine whether Project still needed
COMMUNITY FACILITIES- DEMAND TOTAL					£1,615,000	£237,953	£1,377,047	
COMMUNITY FACILITIES - S106/CIL FUNDS AVAILABLE							£11,972	£1,953 2/11/11 Expired (Tennis Club) £5,986 No Expiry £4,033 12/6/28

Open Space & Recreation	<p>Creation of new playing field at Wantley on WSCC land earmarked for development. To include Cricket Pitch, 2x enclosed all weather 5 aside pitches which can be used for multiple sports, small pavilion.</p> <p>This item is contingent upon inclusion of the site within our Neighbourhood Plan.</p>	Field to north east of Wantley	This part of the village has expanded with Manor Way development and subject to WSCC plans to offer this site for development there is a need to create some green space in this part of the village and create additional capacity for HFC and HCC	WSCC/ HDC/ HPC/ HFC/ HCC	£1,500k	£0	£1,500k	2021/2022/ OS/ Playing Field Group Future Project
Open Space Sport and Recreation	<p>Support for the implementation of the Henfield Common Management Plan. We need to understand in more detail the work and costs involved and whether HDC have a funding plan in place.</p>	Henfield Common	Joint Commons Committee input and evidence of drying up of reed bed	Joint Commons Committee (HDC/ HPC)	£50k	£0	£50k	2020/21 Joint Commons/ Andrew Sharp Future Project
Open Space Sport & Recreation	<p>Kings Field Drainage and Pitch Improvements. To be kept under review as may not be required if maintenance plan improves the current surface.</p>	Kings Field	Water logging in winter months and a need to meet FA standards for first team sport	HPC/ HFC	£150k	£0	£150k	2020/2021 OS/ Playing Fields Group Future Project

Open Space & Recreation	Structured Tree Planting programme - could this be considered as part of our “greening” programme ?	Throughout Henfield Parish in areas designated for planting	To replace losses incurred through planning applications etc.	HPC	£10k	£0	£10k	2019/21/ OS/ John Willis Future Project
OPEN SPACES AND RECREATION - DEMAND TOTAL					£1,710,000	£Nil	£1,710,000	

<p>OPEN SPACES AND RECREATION - S106/ CIL AVAILABILITY</p>						<p>£45,843 (care all to Community Buildings if variation request approved)</p>	<p>£49,380 6/2/20 (£3,536 to Bowls Club, £45,843 available, split into Indoor facilities £474, Outdoor facilities £16,168, Youth Activity areas £9,152, LEAPs/ NEAPs £20,048) Looking for variation Persimmon to support Henfield Hall and Leisure Centre projects above. £28,243 12/6/28 WSCC spending on Downs Link inc Henfield so not avl for us</p>
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Education	IT Improvements	St Peters School	New display screen in school hall for children to view material - £2,000 PA equipment for school hall, plays and parent events - £2,000 90 iPads to deliver computer curriculum £24,000	WSCC/PTA	£28,000	£0 TBA	£28,000	2019/20/ PAC & St Peters School/ Ann Donoghue £39,237 12/6/28 allocated for equipment St Peters Project at Initiation stage
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Education	Equipment and Recreation	St Peters School	Moveable climbing frame £500 Multi purpose playground surface £30,000 Large construction black play set for role play and design activities £2,000 EYFS water play station to develop maths and science £1,000 Purpose built stage, music shed and story tellers chair £2,500 Sandpit for role play and development £750 Low level wooden storage to divide learning areas £2,000 Planters for children to grow plants £500 Woodwork station to develop motor/physical dev £500 All weather outdoor signage for vocabulary £2,000	WSSC/PTA	£41,750	£39,000 received from WSSC. School deciding on how best to allocate it.	£2,750	Project at Initiation stage
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Education	Building/Construction	St Peters School	Reconstruct school entrance to meet safeguarding standards. Provide meeting room/ DT (food tech) space. Relocate office and medical room Relocate EYFS classroom to give outside access. Canopies to allow all weather access to outdoor pavilions	WSCC/PTA	£70,000	£0	£70,000	Project at Initiation stage
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Education	Playground Development	St Peters School	Small stones surface replaced with solid for H&S £5,000 Astro turf between trim trail and playground/ extend playground - mud to tarmac H&S £10,000 Outside playground markings and equipment for active play £2,500 Create external quiet place for childrens break time + outside shelter £5,000	WSCC/PTA	£22,500	£0	£22,500	Project at Initiation stage
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Education	Transport Infrastructure	St Peters School	Redesign car park to create more spaces for staff and visitors/alleviate road pressure. Drop off zone/lay by in front of school to reduce junction pressure (Northcroft/Fabians) improving safe entrance for children. Repair uneven pavement outside main gates (trip hazard) Signage/ road markings to highlight two pedestrian crossing points to drivers (Northcroft and Fabians)	WSSC/PTA	say £25,000	£0	£25,000	Project at Initiation stage
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Health	Improvement to Medical Centre Services to support increased population including launch of Befriending Scheme, a) reconfigure reception area £30k, b) upgrade phone system £15k, digital dictation £5k, Laptops c) extend waiting area £100k Social Prescriber/ patient educational area £12k d) equip new areas £40k.	Henfield Medical Centre	Medical Practice evidence and input	WSCC	£202k	£71K* £47.5k**	£83.5k	2020/2022/ PAC & Medical Centre/ Gillian Perry ** Phone system * Waiting Room and Reception but unlikely to be use until 2020/21 due to CCG abatement to revenues £75,067 No Expiry £23801 20/2/27 (£1784 spent) £23,707 20/2/27 (£6,428 allocated to phone system). Phone systems monies now received and new phone system installed Future Project
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Libraries	Additional stock at Henfield Library	Henfield Library	Are Library aware ?	WSCC				£4,333 12/6/28 (Sally Ann - Librarian says funds are now being invested in Henfield Library) Project in flight
<u>COMPLETE ITEMS</u>								
<i>Transport - this item has been completed by WSCC at nil cost to us and is marked as complete</i>	School Safety Zone - St Peters CE Primary School	St Peters School	Part of WSCC infrastructure plans	WSCC	£NIL	£0	£NIL	2022/2025/ VC COMPLETE
<i>Transport - this item has been scheduled by WSCC at nil cost.</i>	Broomfield Road/ Fabians Way roundabouts - WSCC will repaint lines and roundabouts	Broomfield Road and Fabians Way	Residents and Councillor feedback	WSCC	£NIL	£0	£NIL	COMPLETE
Community Facilities	Leisure Centre extension and lift for disabled access to first floor	Henfield Leisure Centre	Part of Leisure Centre improvement programme	Henfield Leisure Centre	£27,611	£27,611	Nil	2019/ PAC & Henfield Leisure Centre/ Gary Pettifer/ Richard Kendall COMPLETE

Community Facilities	Henfield Bowling Club new drainage	Henfield Bowling Club	Replacement drainage system approved by HDC with 10% contribution from Bowling Club £393	Henfield Bowling Club	£3,930	£3,930	Nil	Approved 10/2017 OS & Henfield Bowling Club COMPLETE
Community Facilities	Henfield Haven kitchen and cafe extension	Hewitts	Health and safety issues to remove need for hot meals to be carried through dementia care facility and increased capacity for busy cafe in Day Centre.	HSE CIC	£60k	£60k	Nil	2018/ PAC & CIC/ Malcolm Eastwood Big Lottery grant approved EXTENSION COMPLETE
Open Space Sport & recreation	Replacement of Playground Equipment on Kings Field	Various sites around the village	Existing equipment becoming tired and worn out	HPC	£57,986	£57,986	Nil	2018/2022/ OS/Jane Jones COMPLETE
Community Facilities	Public Toilets replacement or refurbishment. Lease to be completed, tender awarded.	High Street	Subject to HDC alternative plans to redevelop this area	HPC/HDC	£50k	£36k (£22k Croudace S106, £14k HPC Reserves)	£Nil	2021/2022/ VC/ Mike Morgan. Part funded from Croudace S106, variation agreed. £37,526 20/2/27 reallocated S106 monies Croudace to public toilets Project Complete

	Any other comments / information (including details of any infrastructure planned in your Parish with already available/committed funding):
	<i>(please attach additional notes or evidence base where relevant):</i>

Please return to Horsham District Council by: Email: cil@horsham.gov.uk

Annex 5 – letter from Horsham District Council dated 13th March 2019



Parish Council Chair
Neighbourhood Planning

Our ref: NP Planning
Your ref:

Date: 13 March 2019

Sent by email.

Dear Sir/Madam,

Re: The Future of Neighbourhood Planning

As you will know, we recently held two seminars to discuss the future of Neighbourhood Planning. The aim of the seminar was to better understand the issues that are facing both neighbourhood planning groups and the local authority as it progresses the local plan review. It was agreed Horsham District Council would follow up the seminar with a letter outlining the main issues discussed at the seminar together with the next steps.

Discussion Summary

We have already circulated a copy of the presentation from the seminar sessions. The key outcomes from the seminar session can be summarised below and full summary of the discussions is appended to this letter.

- There is an increasing burden on neighbourhood planning groups. The early 'light touch' approach for neighbourhood planning is no longer viable nor appropriate. It is clear that the burden of evidence and the time taken to navigate the process has become more costly, complicated and resource intensive for all local communities.
- The revised National Planning Policy Framework (NPPF) now requires local authorities to calculate housing need based on a standard methodology. This will lead to increased housing requirements for the district in the future, which will need to be planned for in the Council's Local Plan Review. In addition, the Council has a duty to consider whether it has any capacity to meet the unmet housing needs that may arise in surrounding districts and boroughs.
- Local authorities are also now required to set out housing requirements in their Local Plans for designated neighbourhood plan areas (paragraph 65 of the new NPPF). Any new housing to be provided in neighbourhood plans in future will need to take account of the future development strategy for the District.
- The Local Plan Review process has commenced with work taking place on a number of evidence base studies. The outcome from this work will be used to help inform a Preferred Strategy document for the new Plan. This will set out for consultation a draft strategy for the future which ensures the district continues to be able to meet its development needs. It will also identify potential development locations and the number of houses that neighbourhood planning may be expected to provide. **Please note that this work has yet to commence, and no numbers have been allotted to any settlement or neighbourhood plan area as yet.**

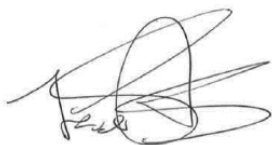
- It is recognised that current neighbourhood plans have been or are being prepared using the current Horsham District Planning Framework which has an overall requirement for at least 1500 homes to be delivered through neighbourhood plans and that this figure is likely to change when the local plan is reviewed. This will have implications for both made neighbourhood plans and plans which are currently being prepared.

Future Implications

In Horsham District, different neighbourhood planning groups are at different stages of plan preparation. Some are made, some well progressed through the process and others are still at the evidence gathering stage. As a result, the Local Plan Review will affect parishes in different ways. These detailed options are set out on the following pages together with the advantages and disadvantages of the different approaches agreed at the seminar sessions.

Although we understand that the issues that surround decisions on how and whether your parish chooses to progress with neighbourhood planning will be complex, we are asking that we receive an initial view on your preferred approach, on or before **Friday 31 May 2019**. We will continue to discuss the implications arising from the local plan review with you as we progress the preparation of this document, but if you have any immediate questions or queries please do contact our neighbourhood planning team (neighbourhood.planning@horsham.gov.uk).

Yours faithfully,



Trevor Saunders
Interim Head of Strategic Planning

Future Neighbourhood Plan Options

Parishes with Made Neighbourhood Plans

Parishes with a made neighbourhood plan will not need to consider starting a review of their plans until such time as the new Local Plan is adopted which is expected to be in mid – late 2021. The likely options are:

- 1) Commence a review of the neighbourhood plan to take account of any revised housing numbers which are allocated to the parish by the Local Plan Review. It should be recognised that to meet the step-change in housing growth that is being placed upon the Council, it is likely that most parishes will need to give serious consideration to the release of greenfield land in their parish area. Parishes will therefore need to take a view on how additional greenfield development could be brought forward in a manner that would pass the 'hurdle' of the referendum.
- 2) Retain the existing neighbourhood plan, but decide not to review it. Horsham District Council will instead lead the allocation of any sites in the parish to meet any revised housing numbers through the Local Plan Review, whilst consulting with the community. The District Council will also need to consider whether it is necessary to release additional greenfield land. This is tested by an independent inspector but there is no public referendum stage.

With this approach the existing neighbourhood plan and any allocations would remain in place for the rest of its plan period, but the new local plan policies would supersede those in the neighbourhood plan if there are areas where the two are not in alignment.

- 3) A hybrid option: Horsham District Council meets housing needs through the local plan process as set out in option 2. On adoption of the new local plan, the neighbourhood plan could still be reviewed to update on any policy issues considered to be relevant to the parish such as design or local greenspaces. The parish could also choose to allocate additional housing sites on top of those identified in the Local Plan if it wishes to do so.

Parishes with plans at and advanced stage of plan preparation

A number of parishes have reached an advanced stage in the plan preparation process, (generally at regulation 14 or beyond). It is expected that these plans will be 'made' by the time the Council submits its new local plan for Examination in the late summer of 2020. In this instance, the options are considered to be:

- 1) Commence an early review of the neighbourhood plan to take account of any revised housing numbers which are allocated to the parish in the Local Plan Review. Any review of the neighbourhood plan should recognise the step-change in housing growth required for the area, it is likely that most parishes will need to give serious consideration to the release of greenfield land in their parish area. It is recognised that neighbourhood plans must pass a referendum. Parishes may wish to take a view on how additional greenfield development could be brought forward in a manner that would pass this particular hurdle.
- 2) Retain the existing neighbourhood plan, but decide not to review it. Horsham District Council will instead lead the allocation of any sites in the parish to meet any revised housing numbers through the Local Plan Review, whilst consulting with the community. The District Council will also need to consider whether it is necessary to release

additional greenfield land. This is tested by an independent inspector but there is no public referendum stage.

With this approach the existing neighbourhood plan and any allocations would remain in place for the rest of its plan period, but the new local plan policies would supersede those in the neighbourhood plan if there are areas where the two are not in alignment.

- 3) A hybrid option: Horsham District Council meets housing needs through the local plan process as set out in option 2. On adoption of the new local plan, the neighbourhood plan could still be reviewed to update on any policy issues considered to be relevant to the parish such as design or local greenspaces. The parish could also choose to allocate additional housing sites on top of those identified in the Local Plan if it wishes to do so.

It should be noted that if for any reason the neighbourhood plan preparation process is delayed for any reason, the approaches set out for parishes at an early stage of plan making will need to be considered.

Parishes at an early stage of plan making

It is recognised that for a number of reasons, some neighbourhood plan areas are at the earlier stages of the neighbourhood plan preparation process. There is a risk that some of these neighbourhood plans may be overtaken by the local plan preparation process and superseded before the neighbourhood plan can be made.

The Council will therefore need to take a view as to the deadline by which neighbourhood plans which have not reached Regulation 15 (submission to the Council) will not be progressed to Examination by the Council. We hope to make a decision on this deadline within the next few months. For these neighbourhood planning groups it is considered that the main options are as follows:

- 1) Place the neighbourhood plan preparation process 'on hold' and then restart the process of plan preparation to take account of housing numbers which are allocated to the parish in the Local Plan Review. Any review of the neighbourhood plan should recognise the step-change in housing growth required for the area, it is likely that most parishes will need to give serious consideration to the release of greenfield land in their parish area. It is recognised that neighbourhood plans must pass a referendum. Parishes may wish to take a view on how additional greenfield development could be brought forward in a manner that would pass this particular hurdle.
- 2) Horsham District Council meets housing needs for the parish through the local plan process. Parish level needs would be met in consultation with the local community. Again it should be recognised that the District Council will need to consider whether it is necessary to release additional greenfield land if such an approach is pursued. This is tested by an independent inspector but there is no public referendum stage.

On adoption of the new local plan, the neighbourhood plan could be prepared – this could bring forward additional housing numbers on top of any allocations, or could simply consider other policy areas centred on community policies, design guidance or local green space policies and still be eligible to claim 25% CIL receipts as a result of having a made neighbourhood plan in place.

'Pros and cons' of different approaches

The following tables set out the advantages and disadvantages of pursuing the different options. It should however be recognised that they are not exhaustive, and in addition the weight of one or two advantages may be considered to outweigh a larger number of disadvantages (or vice versa).

Review / commence neighbourhood plan on adoption of new local plan	
Advantages – the 'pros'	Disadvantages – the 'cons'
There is now greater understanding and experience of the neighbourhood planning and the processes, expectations and costs involved. Expertise may potentially be retained if existing volunteers continue. New volunteers can bring a fresh perspective.	Older neighbourhood plans were produced under a 'light touch' era and the level of new evidence required may be much greater and more costly.
Neighbourhood plans remain a useful tool to help communities shape their local area, making sure the right homes are built in the right places.	Getting additional housing numbers through a referendum may be very difficult particularly given the pressure to deliver a step change in housing growth, as this is likely to require the release of greenfield land. At this stage there is still uncertainty as to what any number may be.
Neighbourhood Planning ensures the community remains engaged with the planning process. Parishes understand their communities and issues affecting them better than anyone else.	Neighbourhood Planning can be an expensive and timely process. The latest external funding committed from government amounts to £23M from 2018. Further external funding will need to be secured for later years, and as yet, is not guaranteed.
Having a neighbourhood plan in place can give some protection against unplanned development in some situations where the local authority cannot demonstrate a 5 year housing land supply.	There may be loss of valued experienced steering group members who choose to move on. Finding volunteers with particular skillsets who want to commit significant part of their free time over an extended period is difficult. Some NPs are dependent on particular individuals driving on the process.
The Plan and the associated work may help to form the basis for spinoff community projects or proposals thus yielding benefits beyond the Plan.	The planning system is complicated and overly burdensome for non-professionals. As NP sits within broader planning hierarchy and problems have arisen due to the changing policy landscape - some respondents had found their Plans subject to developer challenge, often with bruising results.
	The technical burden of having a robust evidence base is very difficult to achieve even with professional assistance, which can be costly.

	Neighbourhood Plans can also lead to particular tensions within a community – e.g. when housing proposals are put forward.
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Working with the District Council to allocate land in the new local plan	
Advantages – the ‘pros’	Disadvantages – the ‘cons’
This approach will be able to make use of the resources available to Horsham District Council as part of the Local Plan preparation process. (The Council receive only limited funding to support neighbourhood planning).	The local planning authority takes the leading role and therefore some in the community will see this as a more ‘top down’ approach and perceive it to be more difficult for local issues and aspirations to be incorporated into the more strategic local plan.
More difficult decisions on the location and strategy for development is made by the local authority but in consultation with the community.	There may be less community engagement as the allocation process is considered to be more top down.
No referendum required but the release of greenfield land, which may be contentious to local communities.	
Without focussing on planning matters there may be resources to help bring forward other community projects.	
Parish Councils can still do a neighbourhood plan after adoption of the Local Plan with or without the site allocations. They will still be entitled to 25% of any CIL receipts from development in their Parish.	
Support from District Council officers who have the professional expertise to adapt quickly with Government changes and update the evidence base.	

Horsham District Council, Parkside, Chart Way, Horsham, West Sussex RH12 1RL
 Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Glen Chipp

Summary of seminar debate:

Headlines

1. The recent two seminars held over two days in January 2019, is a follow up from last year's Neighbourhood Planning Conference which sought to examine particular issues such as gathering suitably robust evidence and issues surrounding producing a neighbourhood plan.
2. The introduction of the new NPPF last year introduces many significant changes to the planning system such as the housing delivery test, regular local plan reviews and the standardised methodology to derive a housing need number for a district.
3. HDC acknowledges the assertion that a 'light touch' for neighbourhood planning is no longer viable and nor appropriate. It was clear the burden of evidence and the time taken to navigate the process was becoming more costly, complicated and resource intensive.
4. Two studies were presented to draw attention to the delivery of housing development through neighbourhood planning (Lichfields: [The Delivery of Neighbourhood Planning](#) May 2018) and another study from the [University of Reading HIVE Research Study](#) (June 2018) which looked into participants experience in Neighbourhood Planning.
5. Neighbourhood Plans remain popular but there are significant issues that require further attention such as further legislative changes which will impact on neighbourhood plan.
6. HDC have commenced its review of the HDPF. It was highlighted the extent of the evidence base that required a review requiring commissioning of many consultants. It was made explicit as part of the impending review of the Horsham District Planning Framework that the NPPF requires Local Planning Authorities are required to distribute new emerging housing numbers to individual neighbourhood plans. It is anticipated that the Inspector Report will be deposited with the Local Authority at some point in 2021. The Inspector Report will provide the necessary certainty for neighbourhood planners to proceed with confidence to
7. It is anticipated the new standard methodology will generate a new district wide housing number which HDC will accommodate as it rolls forward the local plan to 2036. Over the coming months HDC officers have started that review which means looking in earnest where it can accommodate new growth in the future. The new housing number will be distributed in accordance with any review of the settlement hierarchy. This work has yet to be done and no numbers have been allotted to any settlement or neighbourhood plan area as yet.
8. This summer presents a unique opportunity as HDC rolls forward with its Local Plan review for local communities to review if there is an appetite to pursue a neighbourhood plan or delegate the responsibility to the local authority. A number of options were discussed and presented. They should be cross referenced with the presentation slides.

Annex 6 – letter from Henfield Parish Council dated 12th June 2019



**HENFIELD PARISH
COUNCIL**

The Henfield Hall
Henfield
West Sussex
BN5 9DB

Kevin Wright
Parish Clerk

Office Hours:
Tuesday Thursday and
Friday 10am – 1pm.
Wednesday 10am – 3pm.

Telephone: (01273) 492507
Website: www.henfield.gov.uk
E-mail: office@henfield.gov.uk

12th June 2019

Ms Catherine Howe
Head of Strategic Planning
Horsham District Council

Dear Catherine,

**Re: Henfield Parish Council's Response to The Future of Neighbourhood
Planning Letter Dated 13th March 2019**

Firstly, we would like to thank you, Barbara and Norman for coming to Henfield to meet with our team on 17th May. We much appreciated the opportunity to discuss the Henfield Neighbourhood Plan (HNP) face to face and the time spent.

We were reassured by your commitment to working with us to deliver the HNP and that you consider our work to be sufficiently advanced for us to avoid the Plan being put "on hold." We were also assured that Horsham District Council (HDC) consider the delivery of 260-273 homes by the emerging HNP to be a considerable contribution to the housing needs of both the local community and the overall housing numbers for the district.

After the meeting, the Steering Group of the HNP considered the options set out in the letter of the 13th March 2019 and made a recommendation to Henfield Parish Council (HPC), at their meeting of the 4th June 2019, that we continue to bring forward the HNP in its current form to deliver 260-273 homes by April/May 2020 (please see attached plan programme). Henfield Parish Council agreed to this proposal and we would like to proceed on this basis please.

With regard to the Local Plan Review and how HPC would like to manage this aspect, following your conversation with Malcolm Eastwood on 6th June, HPC would like to discuss the options at the next Parish Council Meeting on 2nd July

and will let you have a formal response by 5th July. As you know our Councillors and residents have been through a lot during the process of producing two Neighbourhood Plans and we would like to give our Councillors the opportunity to debate this issue in depth before coming to a conclusion. We know that you are sympathetic to this and much appreciate your support for this short extension.

We look forward to continuing to work closely with yourself, Norman and the team at Horsham to deliver a robust Neighbourhood Plan that we can all be proud of.

Last but by no means least, congratulations on your appointment as Head of Strategic Planning. We wish you every success in your new role.

Yours sincerely,



Ray Osgood
Chairman of HNP Steering Group



Malcolm Eastwood
Chairman of Henfield Parish Council

Annex 7 – email from Henfield Parish Council dated 3rd July 2019

From: Henfield Parish Office <Office@henfield.gov.uk>

Sent: 03 July 2019 13:20

To: Catherine.Howe <Catherine.Howe@horsham.gov.uk>

Cc: Ray Osgood <rayosgood44@gmail.com>; Malcolm Eastwood <malcolm.eastwood@henfield.gov.uk>; Deputy Clerk <DeputyClerk@henfield.gov.uk>; Norman.Kwan <Norman.Kwan@horsham.gov.uk>

Subject: Henfield Parish Council Response to The Future of Neighbourhood Planning Letter - 13th March 2019

Dear Catherine,

Further to our letter dated 12th June 2019, the Local Plan Review was discussed at last night at Henfield's Parish Council meeting.

Members decided that in terms of the future Neighbourhood Plan options, they would like to elect for option 3 – the Hybrid Option.

Please let me know if you require any further information from us at this stage.

Kind regards,

Kevin Wright

Clerk – Henfield Parish Council

Annex 8 – email from Horsham District Council dated 4th July 2019

From: Catherine.Howe <Catherine.Howe@horsham.gov.uk>

Sent: Thursday, 4 July, 2019 5:16 PM

To: Henfield Parish Office <Office@henfield.gov.uk>

Cc: Norman.Kwan <Norman.Kwan@horsham.gov.uk>

Subject: RE: Henfield Parish Council Response to The Future of Neighbourhood Planning Letter - 13th March 2019

Many thanks for letting us know Kevin – if we have any detailed questions Norman will be in touch in due course.

Kind regards

Catherine