

## INDEPENDENT EXAMINATION OF THE SLINFOLD NEIGHBOURHOOD PLAN

EXAMINER: Andy Mead BSc (Hons) MRTPI MIQ

Norman Kwan  
Senior Neighbourhood Planning Officer  
Horsham District Council

Edward Skeates  
Slinfold Neighbourhood Plan Working Group

Examination Ref: 01/AM/SNP

Via email: [REDACTED]

07 November 2017

Dear Mr Kwan and Mr Skeates

### SLINFOLD NEIGHBOURHOOD PLAN EXAMINATION

Following the submission of the Slinfold Neighbourhood Plan for examination, I would like to clarify several initial procedural matters. I also have a number of preliminary questions for the Qualifying Body and Horsham District Council.

#### 1. Examination Documentation

I can confirm that I am satisfied that I have received a complete submission of the draft Plan and accompanying documentation, including the Basic Conditions Statement, the Consultation Statement and the Regulation 16 representations, to enable me to undertake the examination.

Subject to my detailed assessment of the draft Plan, I have not at this initial stage identified any very significant and obvious flaws in the Plan that might lead me to advise that the examination should not proceed.

#### 2. Site Visit

As some of my questions in the Annex to this letter relate to boundaries of certain proposed designations and allocations, I shall defer my site visit until I am in receipt of the requested information.

The site visit will assist in my assessment of the draft Plan, including the issues identified in the representations. The site visit, when it takes place, will be undertaken unaccompanied. It is very important that I am not approached to discuss any aspects of the Plan or the neighbourhood area, as this may be perceived to prejudice my independence and risk compromising the fairness of the examination process.

#### 3. Written Representations

At this stage, I consider the examination can be conducted solely by the written representations procedure, without the need for a hearing. However, I will reserve the option to convene a hearing

should a matter(s) come to light where I consider that a hearing is necessary to ensure the adequate examination of an issue, or to ensure that a person has a fair chance to put a case.

#### 4. Further Clarification

As indicated above, I have a number of initial questions seeking further clarification, which I have set out in the Annex to this letter. I would be grateful if you can seek to provide a response as soon as possible. However, I appreciate that these requests to produce maps may take some time. I would appreciate your estimate of the time this will take.

#### 5. Examination Timetable

As you will be aware, the intention is to examine the Plan (including conduct of the site visit) with a view to providing a draft report (for 'fact checking') within 4-6 weeks of submission of the draft Plan.

As I have raised a number of questions I must provide you with sufficient opportunity to reply. Consequentially, the examination timetable will be extended. Please be assured that I will seek mitigate any delay as far as is practicable. The IPe office team will seek to keep you updated on the anticipated delivery date of the draft report.

If the District Council or the Qualifying Body have any process questions related to the conduct of the examination, which you would like me to address, please do not hesitate to contact the office team in the first instance.

In the interests of transparency, may I prevail upon you to ensure a copy of this letter and any respective responses, are placed on both the parish council and local authority's website.

Thank you in advance for your assistance.

Your sincerely

*Andy Mead*

Examiner

## **ANNEX - SLINFOLD NEIGHBOURHOOD PLAN EXAMINER'S QUESTIONS**

From my initial reading of the Slinfold Neighbourhood Plan (NP) and the supporting evidence including the responses to the latest consultation exercise, I have a number of questions for the Qualifying Body and Horsham District Council. It would be most helpful to receive a response as early as possible, so that I can progress the examination in a timely fashion.

### **1. Maps**

The Policies in the NP which relate to the allocations for housing and the Local Green Spaces should be on a map(s) sufficiently clear and accurate to enable decisions to be made about development management. Rather than using aerial photographs, all the Maps identified in Section 10 of the NP should be on an Ordnance Base. The Horsham District Planning Framework (2015) (HDPF) includes Inset 14 – Slinfold which would be an appropriate map to use on which to include most of the sites. The scale is shown as 1:5000 although that might be inaccurate due to its convenient reproduction at A4 size. The smaller sites in the centre of the village (LGS4, LGS5, LGS6 and PDS 12) could be shown on an Inset at an appropriate larger scale. Can the Qualifying Body please supply me with the map(s)?

In addition, please could The Downs Link (Policy 4), the designated sites (Policy 5 (1), the "Quiet Lanes" (Aim 4) and the Open Spaces (Policy 16 and NP paragraph 8.8 second sentence) be delineated on an Ordnance Survey based map(s)? This could either be the map referred to above or a similar one.

### **2. Boundary of the built-up area**

The HDPF Inset Map for Slinfold also shows the boundary of the built-up area. As explained in the HDPF, within built-up area boundaries development is accepted in principle, whereas land outside these boundaries is considered to be in the countryside and development will be more strictly controlled. Therefore, the built-up area boundary for Slinfold is significant and should reflect the housing allocations in the NP and I would be grateful if the new boundary could be shown on the map referred to above.

### **3. Housing allocations**

There are five allocations for housing in the NP. According to the Site Unit Assessment Paper 2015 and the latest Strategic Housing and Economic Land Availability Assessment (SHELAA) shown on the District Council website, only one site is shown as developable. Of the four remaining sites, the SHELAA shows two as not developable and two are not identified. Please could the District Council comment on whether the other four housing allocations shown on the NP are developable and if not, explain the reasons for that conclusion?

### **4. Local Green Space (LGS)**

Could the Qualifying Body please provide an estimate of the extent, in hectares, of LGS1, LGS2 and LGS3?

In addition, could the Qualifying Body provide a map with LGS1 clearly delineated on the map so that the boundary between the LGS and the housing allocation PDS 9 (End of West

Way) is tied into field boundaries or other physical features so that it is sufficiently precise for development management purposes?

Similarly, could the same division be made at LGS2 / PDS 8 Field East of Hayes Lane where, if possible, the division between the LGS and the housing allocation should coincide with field boundaries or other physical features?