

# POTTON NEIGHBOURHOOD PLAN

## Potton NDP - Annex C Consultation

Date: 16/03/2018  
Version: 0.1  
Status: Draft for consultation



## Table of Contents

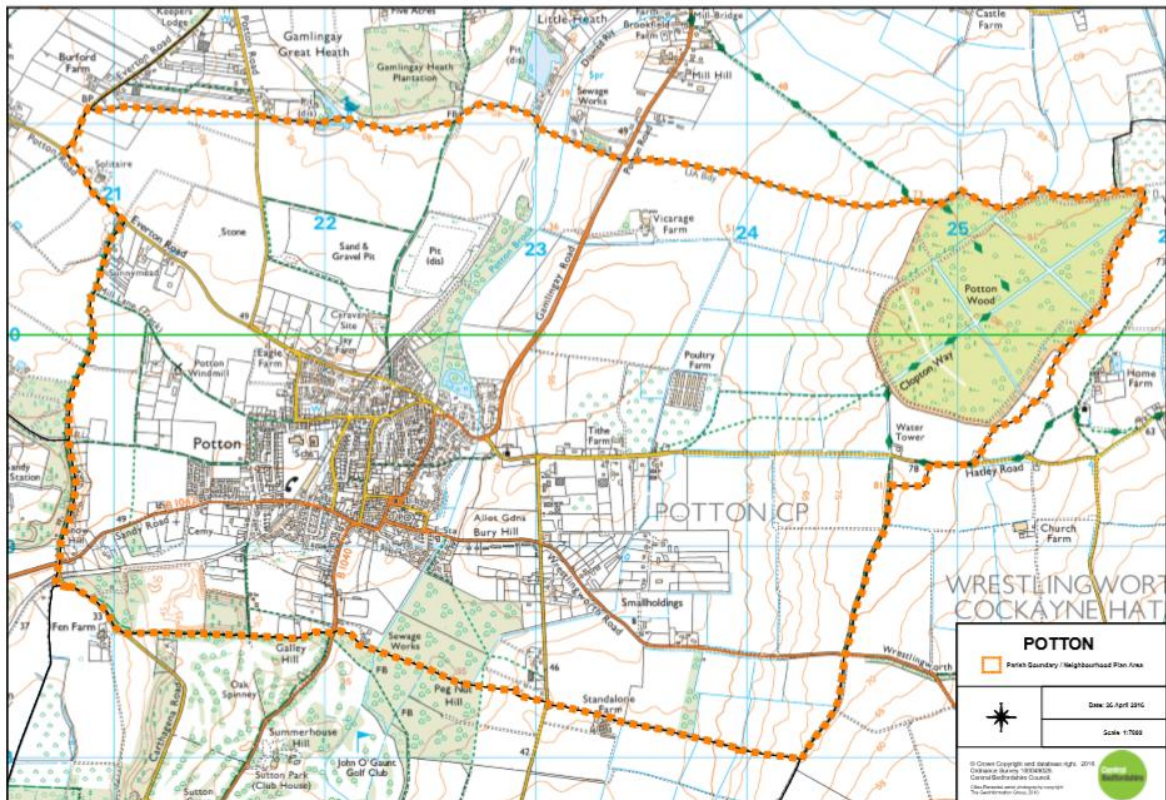
<b>1</b>	<b>INTRODUCTION.....</b>	<b>3</b>
1.1	BACKGROUND .....	3
1.1	INITIAL COMMUNITY ENGAGEMENT.....	5
1.2	METHODS OF COMMUNICATION .....	5
<b>2</b>	<b>CONSULTATION EXERCISES.....</b>	<b>6</b>
2.1	PRE-VISION QUESTIONNAIRE.....	6
2.2	VISION AND OBJECTIVES .....	8
2.3	GREEN INFRASTRUCTURE PLAN 2018 .....	9
2.4	TOWN CENTRE BENCHMARKING SURVEY .....	11
2.5	NP QUESTIONNAIRE .....	11
<b>3</b>	<b>STAKEHOLDER ENGAGEMENT – REGULATION 14 CONSULTATION .....</b>	<b>15</b>
<b>4</b>	<b>FINAL PREPARATION OF THE PLAN – REGULATION 15.....</b>	<b>16</b>
4.1	FEEDBACK FROM STAKEHOLDERS .....	16
4.2	LOCALITY HEALTH CHECK.....	16
<b>5</b>	<b>REGULATION 16 CONSULTATION.....</b>	<b>17</b>
5.1	SUBMISSION OF THE PLAN TO CENTRAL BEDFORDSHIRE COUNCIL .....	17
5.2	INDEPENDENT ASSESSOR .....	17
<b>6</b>	<b>PUBLIC REFERENDUM .....</b>	<b>18</b>
<b>7</b>	<b>APPENDIX A – NP QUESTIONNAIRE DATA (RESPONSES) .....</b>	<b>19</b>
<b>8</b>	<b>APPENDIX B - POTTON PEOPLE AND PLACES INSIGHT LIMITED 2017 POTTON BENCHMARKING REPORT .....</b>	<b>35</b>
<b>9</b>	<b>APPENDIX C - NP SURVEY REPORT POTTON 2017.....</b>	<b>38</b>



# 1 Introduction

## 1.1 Background

In December 2015 Potton Town Council (PTC) applied for the Parish of Potton to be designated as a Neighbourhood Plan Area. On 26<sup>th</sup> January Potton Parish was designated a Neighbourhood Plan Area by Central Bedfordshire Council:




Four Potton Town Councillors were selected to take the process forward:

Cllr J Hobbs (Chair), Cllr J Lean (Vice Chair), Cllr R Whitfield and Cllr G Emery

The first task was to promote and raise awareness within the Parish of what a Neighbourhood Plan is and subsequently recruit a steering group to take the process forward. An information leaflet was produced, inviting residents to attend a series of workshops where they could share their vision of how Potton should develop over the next 15 years.




A5 leaflet – 1000 copies were printed and distributed by steering group members at community events



Where would you suggest first development in Potton?

## Potton Neighbourhood Plan



### Planning for the Future

#### How would you like to see Potton in 2035?

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#### What is the Neighbourhood Plan?

Potton Town Council have successfully had the parish designated as an area that can produce a Neighbourhood Plan to outline a vision for Potton over the next 15-20 years and the aims and objectives to achieve this.

The Neighbourhood Plan will be devised by the community for the community, so you can have your say in how you'd like Potton to develop. Linked to Central Bedfordshire Council's Local Plan, our Neighbourhood Plan will be seen as a statutory document to be consulted whenever planning applications are made.

#### PLANNING FOR THE FUTURE

Potton will be developed in the future with additional housing and industry. BUT we can influence where this would be located and the type of development that will take place.

Also future development will fund improvements that are identified in the Plan and thus make Potton an even better place to live.

- Housing development
- Business development
- Better social infrastructure – health and education
- Town parking
- Protecting our green infrastructure for people and wildlife

#### What next?

We will be holding a series of drop in workshops where you can share your vision of how Potton should develop over the next 15 - 20 years, starting on:

**Monday 4<sup>th</sup> July between 12:00pm and 3:00pm in the Community Centre**  
Repeated on:

**Monday 4<sup>th</sup> July between 7:00pm and 9:00pm in the Community Centre**

We will also be at various community events to answer your questions and record your views and comments on development opportunities in Potton.

You can keep informed of our progress on developing the Neighbourhood Plan via the Potton Town Council website: [www.pottontowncouncil.co.uk](http://www.pottontowncouncil.co.uk)

#### CAN YOU HELP?

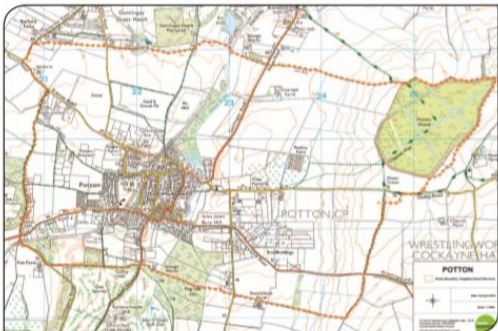
In order to take this project further, Potton Town Council are looking for volunteers from the Potton community to join the steering group and thus to help make the Neighbourhood Plan a reality. If you are interested, please contact Jonathan Whitehurst on 01767 260086 or email to [pottoncouncil@btinternet.com](mailto:pottoncouncil@btinternet.com)

### POTTON NEIGHBOURHOOD PLAN

Planning for the Future - How would you like to see Potton in 2035?

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Potton will be developed in the future with additional housing and industry. BUT we can influence where this would be located and the type of development that will take place. Also future development will fund improvements that are identified in the Plan and thus make Potton an even better place to live.

- Housing development, Business development, Better social infrastructure – health and education, Town parking, protecting our green infrastructure for people and wildlife.

8

### POTTON NEIGHBOURHOOD PLAN continued...

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Repeated on:

**Monday 4th July between 7:00pm and 9:00pm in the Community Centre**

We will also be at various community events to answer your questions and record your views and comments on development opportunities in Potton, including:

- Potton May Day Fete at the Hollow
- The June Seasonal Market
- Party on Potton
- Potton Show

You can keep informed of our progress on developing the Neighbourhood Plan via the Potton Town Council website: [www.pottontowncouncil.co.uk](http://www.pottontowncouncil.co.uk)



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9

Extract from the Potton Town Council Newsletter (Summer 2016)





## 1.1 Initial community engagement

Steering group members attended a number of community events:

- May Day Fete (May 2016)
- Seasonal Market (June 2016)
- Party on Potton Community Day – August 2016
- Potton Show (September 2016)



## 1.2 Methods of communication

We also used the following outlets to promote the Neighbourhood Plan and the July workshops:

- Social media (Facebook – We Love Potton)
- The local newspaper (Biggleswade Chronicle)
- PTC Website
- Adam Zerny's Newsletter (our CBC Councillor)
- Posters throughout the town

From these activities we were able to increase the steering group membership to twelve.

As a result of these community engagement activities we were able to create and establish a bespoke Potton Neighbourhood Plan website: [www.pottonneighbourhoodplan.co.uk](http://www.pottonneighbourhoodplan.co.uk). This has proved to be an extremely useful method of disseminating information and managing online questionnaires.



## 2 Consultation exercises

### 2.1 Pre-vision questionnaire

Having established a steering group consisting of Potton residents as well as PTC representatives, we set about compiling the Vision for the next 15 years. Following advice from our supporters at CBC and BRCC we decided to conduct a Pre-Vision survey using an online questionnaire.

Using the information collected from our initial community engagement, we used Survey Monkey to create an online Pre-Vision Questionnaire.

#### POTTON NEIGHBOURHOOD PLAN PRE-VISION QUESTIONNAIRE

Q1	How long have you lived in Potton?	Don't Live in Potton	Less than 5 years	5-10 years	10-15 years	More than 15 years
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Q2	Male	Female
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Q3	Your Current Housing Situation?	Privately Rented Housing Association	Owned outright Social Housing	Buying on a Mortgage Other
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Q4	How do you rate Potton in the following categories? Please tick. 1=Poor 2=Quite Good 3=Good 4=Excellent	1	2	3	4
	Parks and Green Spaces				
	Facilities (shops, doctors etc)				
	Peace & quiet				
	Transport Connections – train				
	Transportation – buses				
	Range of Housing available				
	Good Schools and Catchment				
	Clean and Tidy				
	Sense of Community				

Q5	When new homes have to be built, which type do you think would be most suitable? Please tick all categories	Strongly agree	Agree	Disagree	Strongly disagree	Not sure/ don't know
	Affordable homes					
	Housing association homes					
	Social housing					
	Retirement/sheltered homes					
	Bungalows					
	Smaller houses (1/2 bed)					
	Larger houses (3+ beds)					
	Flats					

Q6	From the above map. Please list the 3 sites you believe are most appropriate for future housing development in order of preference. Please give the site codes.				
#1		#2		#3	

Q7	Looking at the subject of employment in Potton over the next 20 years, do you think that there will be a need for more employment in the town?	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know
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Q8	If there is new employment, what type do you think would most suit Potton?	Yes	No	Possibly	Don't know
	Small employment buildings (less than 10 people)				
	Large employment buildings (more than 10 people)				

Q9	How do you feel about the infrastructure of Potton?	Potton needs more of this without any new housing	We have enough now but will need more if new housing is built	We do not need any more of this even with new housing
	Local shops			
	Local Schools			
	Leisure Facilities			
	Parks/Play Areas			
	Health Facilities (GP Surgeries)			
	Gas/Electricity/Water Supply			
	Broadband			
	Community Facilities			
	Road Capacity			
	Parking			
	Bus Capacity			



Q10	How do you feel about the following issues concerning Green Infrastructure in Potton? Please rate in Importance. 1=Not at all important 2=Somewhat Important 3=Very Important 4=Essential	1	2	3	4
	How important is it to retain/maintain Green Spaces?				
	How important is it that new housing areas should provide and support footpaths/bridleways/cycle tracks?				



This Pre-Vision survey was promoted via the PTC Newsletter (extract below), social media and posters throughout the town, giving links to the Survey Monkey site.

10 Potton Town Council – Autumn News 2016
Potton Town Council – Autumn News 2016 11

## Potton Neighbourhood Plan

### Have your say on Potton's future!

Over the next few months we will be compiling a vision of how Potton should develop over the next 15 – 20 years. Issues that we will be considering include:

- What future housing development over the next 15 – 20 years should look like
- What business development is required / sought
- How we can improve our social infrastructure
- How we should protect and enhance our green infrastructure for people and wildlife.

If you are interested in seeing how it will evolve and having your say on the Neighbourhood Plan Committee of the Town Council will be naming the following events:

August 2<sup>nd</sup> – 1pm to 5pm at the Party on Potton Community afternoon in Henry Smith Playing Field

September 10<sup>th</sup> – Potton Show in St. Mary's Church field

September 17<sup>th</sup> – Seasonal Market in the Market Square

You can also complete a questionnaire on-line: [www.surveymonkey.co.uk/s/6SF9LTR](http://www.surveymonkey.co.uk/s/6SF9LTR)

We have now received details of all applications made for building new houses under the Central Bedfordshire Call for Sites. See the map below. You will need to refer to this map to answer one of the questions on the questionnaire.

It should be emphasized that this map represents all sites submitted and it is estimated that only 4-6% of all sites will be taken up.

**Map showing the submitted sites in and around Potton**

We need your input as to what are the best sites to have developed over the next 15 to 20 years.

We are aware that there are not enough smaller houses for starter homes or for our older generation who need to downsize. But do we have enough facilities for this expansion? Are there enough schools, doctors and buses etc? Do we need more social facilities such as the Hall for All and new Tennis Courts? Do we need more Jobs or more parking etc?

Further details can be obtained from Jonathan Whitehurst on 260086 or by email to [pottoncouncil@btinternet.com](mailto:pottoncouncil@btinternet.com)

We will also be holding our next drop-in Workshop in the Community Centre on **Saturday October 1<sup>st</sup>** from 10am – 4pm.

At this workshop you will be able to give your views on the vision for Potton that will be the heart of the Neighbourhood Plan.

## Dates for the Diary

September		
Sat 10 <sup>th</sup>	Potton Show – St. Mary's Church field	
Sat 17 <sup>th</sup>	Councillor Surgery – Library (Cllrs Jordan and Macdonald)	10am – 12 noon
Sat 17 <sup>th</sup>	Seasonal Market – Potton Market Square	9am to 1pm
Sun 25 <sup>th</sup>	Potton Apple Day St. Mary's Church Hall	12 noon – 4pm
October		
Sat 1 <sup>st</sup>	Neighbourhood Plan workshop – Community Centre	10am – 4pm
Sat 15 <sup>th</sup>	Councillor Surgery – Library (Cllrs Cllrs Emery and Lean)	10am – 12 noon
Sun 16 <sup>th</sup>	Potton Town Council Civic Service – St. Mary's Church	3pm
November		
Sat 12 <sup>th</sup>	Councillor Surgery – Library (Cllrs Ivall and Whitfield)	10am – 12 noon
Sun 13 <sup>th</sup>	Remembrance Sunday – Potton Market Square	10.30am
December		
Fri 2 <sup>nd</sup>	Christmas Lights switch-on – Potton Market Square	6pm onwards
Sat 10 <sup>th</sup>	Councillor Surgery – Library (Cllrs Gibb and Lewis)	10am – 12 noon
Sat 10 <sup>th</sup>	Seasonal Market – Potton Market Square	9am to 1pm

**Town Council Hall Hire – Availability**

Halls (Community Centre and Mill Lane Pavilion) can be hired by private individuals, community groups and commercial hirers. There are a number of vacant sessions during the day time, evening and at weekends at the Community Centre and Mill Lane Pavilion.

Please contact Mrs Sarah Williamson to check on availability and make a booking Email: [pottontowncouncilbookings@btconnect.com](mailto:pottontowncouncilbookings@btconnect.com) or Tel: 260086.

Paper copies of the questionnaire were also made available at any community events attended by the steering group.

We received 371 responses to the survey which provided a solid foundation for us to draft our Neighbourhood Plan Vision.

The survey findings are in Appendix A of this report.



## 2.2 Vision and Objectives

Using the results of the Pre-Vision Questionnaire the steering group drafted the NP Vision and objectives for public consultation.

This draft vision statement together with emerging issues identified in the pre-vision survey and prior consultations were tested at following community events. Residents were invited to say whether or not they agreed with our interpretation of the vision and concerns. Below is an example of feedback that we received.

Potton Town Council - Winter News 2016/2017 3

### Potton Neighbourhood Plan update

**Vision**  
In consultation with the Community, the established vision for Potton is as follows:

- Potton remains a small Georgian Market Town with a vibrant market square that has a variety of shops and services that meet the needs of the Town and its residents.
- There has been Medium Scale, managed, proportionate and uniform growth over the period of the Plan with sustainable development that meets the needs of the Town and its residents and is in conformity with the CBC Local Plan.
- Small and medium sized businesses have been developed in the the Potton Parish and have promoted local employment.
- The community infrastructure meets the needs of the Town and has the capacity to support future growth.
- Leisure facilities meet the needs of the whole Town.
- Potton has a high quality natural environment that protects wildlife.
- A Green Wheel has been developed within the parish.
- Footpaths and cycle-ways link major areas of the Town which encourages pedestrians and cyclists and has associated Environmental and Parking benefits.
- Managed parking throughout the Town.

The achievement of this Vision will ensure that Potton remains a thriving and prosperous community that delivers a high quality of life for all residents.


**Emerging Issues**  
The consultations and questionnaire has also identified a number of emerging issues that the Neighbourhood Plan needs to take forward:

- Uncontrolled Housing growth in Potton.
- Development must meet the housing needs of the residents of Potton. The questionnaire has indicated that there is a need for more housing, particularly 1 and 2 bedroom properties and retirement / sheltered homes.
- Concern that community infrastructure will not support future growth.
- Unacceptable waiting times for medical consultation.
- The provision of public transport is unsatisfactory.
- There is a need for more employment opportunities in Potton, particularly small businesses employing less than 10 people.
- There is a need for more community facilities.
- Parking is a problem and will get worse with new developments in Potton.
- Road capacity needs improvement.
- Broadband cannot cope with current demand.
- It is essential to retain, enhance and protect our green infrastructure.

We will hold future consultation events to seek solutions and devise an action plan to address these issues. We now have a website: [www.pottonneighbourhoodplan.co.uk](http://www.pottonneighbourhoodplan.co.uk) where we will keep you up to date on our progress in developing the Potton Neighbourhood Plan. We will also use our Facebook page, 'PottonNP' and also on the 'We Love Potton' page to update you.



Following this public consultation, we were in the position to finalise the Neighbourhood Plan Vision and Objectives, following discussion with our supporters at CBC and BRCC.

  
**Potton Neighbourhood Plan**

**Vision**

Potton will remain a small Georgian Market Town with a vibrant market square that has a variety of shops and services that meet the needs of the Town and its residents. There will be Medium Scale, managed, proportionate and uniform growth over the period of the Plan offering suitable and affordable housing and encouraging local businesses. Sustainable development will meet the needs of the Town and its residents and will be in conformity with the CBC Local Plan whilst still retaining Potton's heritage and green environment.

**Objectives**

- To manage and control future growth in accordance with the Vision
- To have a comprehensive plan for increased residential development which addresses current and future population requirements and is in conformity with the CBC Local Plan
- To encourage the development of small and medium sized businesses in Potton to promote local employment
- To ensure that the Community Infrastructure meets the needs of the Town and has the capacity to support future growth
- Leisure facilities will meet the needs of the whole Town
- To maintain and improve Potton's Green Infrastructure, open spaces and its ecological environment to protect wildlife
- To develop a 'Green Wheel' network of walks, footpaths and cycle-ways in Potton
- To ensure that future developments will link in with existing and future footpaths and cycle-ways to encourage pedestrians and cyclists with associated Environmental and Parking benefits
- To manage parking throughout the town

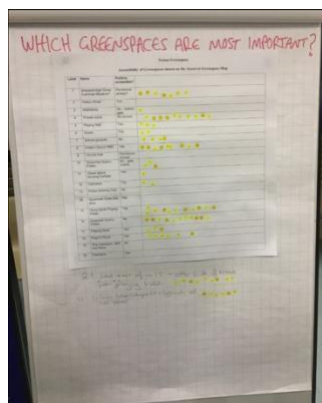
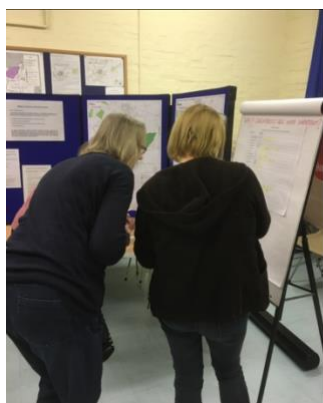




## 2.3 Green Infrastructure Plan 2018

As part of the Neighbourhood Plan process we were advised to review and revise the current GI Plan (2010). It was decided that a new GI Plan should be written and BRCC were commissioned to do this. Consultation with Potton residents was via two workshops were arranged to determine their aspirations relating to Potton's green infrastructure. These workshops were promoted on the NP website, social media and by posters in the Market Square.

Two successful workshops were held.



Following these workshops, BRCC have written the Potton Green Infrastructure Plan 2018 and this will form the basis of the Environmental section of the Neighbourhood Plan.

Resulting from these workshops, 30 aspirational green infrastructure enhancements were identified and form the main emphasis of the GI Plan. At the second workshop groups were also asked to identify and rank their most important local green spaces (LGS's) in the parish and these were assessed by BRCC to select those spaces that meet the criteria to be designated as a Local Green Space.



The following eight sites were seen to meet the criteria required to be designated an LGS and thus are included within the Neighbourhood Plan.

- Henry Smith Playing Fields
- Pegnut Wood
- Potton Quarry (deferred to a later date)
- Deepdale Quarry
- Land east of Henry Smith Playing Fields
- 'Hall for All' greenspace (deferred to a later date)
- Land east of Sutton Mill Road
- Disused Quarry (east of Potton Quarry)

The landowners were contacted to inform them that their land had been identified by residents of the Parish of Potton as an important local green space and that following assessment by BRCC had been recommended for designation as a Local Green Space within the GI Plan 2018.



## 2.4 Town Centre Benchmarking Survey

Having completed the Scoping Report for Potton it was decided to participate in a national Town Centre Benchmarking Survey to make evidence-based comparisons between Potton and towns of similar size within the UK. It was felt that this would enable us to make sound and rational policies regarding employment and business.

The Benchmarking Report is in Appendix B. This confirms the concerns raised in the Pre-Vision Survey about inadequate parking provision in and around the Market Square together with issues of heavy traffic through the town. However, there were many positive factors to protect and enhance outlined in the report. The 'Town Centre User Comments' have also been taken into consideration when finalising our Plan objectives and policies.



## 2.5 NP Questionnaire

Having completed the comprehensive community engagement outlined, the Neighbourhood Plan Survey Questionnaire was formulated, in liaison with both BRCC and CBC to ensure that the questions were statistically sound and without bias.

Having constructed the questionnaire, it was decided to instruct BRCC to produce the questionnaire in both electronic and paper format and to input the survey data and analyse the results.

The following process was followed:

1. A paper copy of the NP Questionnaire was delivered to every dwelling in the Potton NP Designated Area, together with a SAE for return of the completed questionnaire.
2. Additional copies of the paper questionnaire, together with optional collection boxes, were made available in the library, Post Office, PTC Office and Cameron's Newsagents.
3. An online version of the questionnaire was made available via a link on the NP website.

Having distributed the questionnaires, the following promotional activities took place:

- A banner was hung on the library in the Market Square (see below)



- Two A-Frame posters were permanently displayed in the Market Square (see below)



- Posters were displayed in strategic locations throughout the town.







- The NP Survey was promoted on various Facebook sites, including We Love Potton, Potton NP and Potton Residents for Sustainable Growth.
- Attendance of the May Day Fete and Potton Seasonal Market, to encourage completion of the questionnaire – paper copies made available. Banner shown below:



727 completed questionnaires were received and processed by BRCC, out of a total 2300 distributed. Since 591 of the returns were paper-based questionnaires, this represents a return of nearly 26%.

The survey analysis was shared with the Potton residents at a series of roadshows in July 2017.



**Potton Neighbourhood Plan**  
Survey Results & Green Infrastructure Plan



Find out the results of the Neighbourhood Plan questionnaire



Check out our new Potton Green Infrastructure Plan

We will also be sharing our draft policies for the Potton Neighbourhood Plan

**Come along to one of our roadshows:**  
Tuesday 11<sup>th</sup> July between 5pm and 9pm  
in the Pavilion, Mill Lane  
or  
Thursday 13<sup>th</sup> July between 5pm and 9pm  
in the Community Centre, Brook End

**Be Involved in shaping Potton's future**

The Neighbourhood Plan Survey Report is in Appendix C



### 3 Stakeholder Engagement – Regulation 14 Consultation

The draft Potton Neighbourhood Plan was published on 4<sup>th</sup> May 2018 and subsequently posted on the Potton Town Council Website and Potton Neighbourhood Plan website. A copy of the draft NP was also emailed to our support contacts at BRCC and CBC.

The six-week stakeholder consultation process was launched on 5<sup>th</sup> May 2018 by the steering group on the Market Square. Copies of the draft Neighbourhood Plan (NP) were available for residents to examine and leaflets explaining the consultation process and identifying how to access the document were distributed. This activity was repeated every Saturday morning for the duration of the consultation process.

The steering group also attended the Potton May Day Fete, again providing copies of the draft NP for attendees to look at and distributing the information leaflet. Residents were encouraged to read the draft NP and to inform us of what they liked / disagreed with in the Plan. The leaflet had a comments box for submission of comments and there is also an online option via the website (noted on the leaflet).

Throughout the consultation process, leaflets and posters were placed in key locations throughout the town, a banner hung from the Library and two A-Framed posters were permanently located in the Market Square. Social media was also extensively used to promote participation in the consultation process, with postings of the information leaflet and links to the NP website on local Facebook sites with.

Copies of the draft NP were made available in key locations in the parish where we felt residents would have time to read the document and send in their views and comments.

Local newspapers have been contacted and agreed to promote the consultation. A press release and copy of the information leaflet will be sent together with a promotional photograph.

Biggles FM will run a 30 second advert eight times a day for the middle four weeks of the consultation.

All comments received will be recorded and responses posted at the end of the six-week consultation.



The information leaflet.



## **4 Final preparation of the Plan – Regulation 15**

### **4.1 Feedback from stakeholders**

Feedback from the stakeholder consultation (Regulation 14) was analysed by the steering group and subsequently the draft Neighbourhood Plan was amended in the light of comments received. Then following recommendation from CBC we submitted our for a Health Check by Locality.

### **4.2 Locality Health Check**

The draft Neighbourhood Plan was submitted to Locality for a Health Check in December 2018. An independent planning officer scrutinised our Plan and we received a report detailing improvements that we could make. This report was analysed by the steering group and subsequently the Potton Neighbourhood Plan was amended and made ready for Regulation 16 consultation.





## 5 Regulation 16 Consultation

### 5.1 Submission of the Plan to Central Bedfordshire Council

The draft Neighbourhood Plan and supporting documents was submitted to the Central Bedfordshire Council (CBC) in January 2019.

Following the submission to CBC, the final Neighbourhood Plan and supporting documents were publicised on our website and brought to the attention of people who live, work or carry out business in the local area.

CBC will carry out the Regulation 16 consultation, including the appointment of an Independent Assessor. CBC will check whether the Potton Neighbourhood Plan:

1. Has been prepared in accordance with the provisions introduced by the Localism Act 2011 and the Neighbourhood Planning (General) Regulations 2012;
2. Is consistent with the strategic elements of the Council's planning policies;
3. Is consistent with the NPPF; and
4. Is in line with the relevant planning, and other legislation and regulations.

### 5.2 Independent Assessor

Once the Neighbourhood Plan has been consulted upon by the CBC, it can then undergo an examination by an Independent Assessor who is independent from the CBC and Neighbourhood Plan Steering Group (NPSG) i.e. does not have an interest in any land affected; and have appropriate qualifications and experience. The CBC will appoint this independent examiner in consultation with the NPSG. Public sessions can be held if the examiner thinks they are necessary. CBC and the independent Assessor will check that the Neighbourhood Plan meets the required standards, by being in line with the basic conditions and other legal requirements, they will also consider:

- Comments made during the consultation of the plan;
- Whether the plan is consistent with any neighbouring plans for adjacent areas; and
- Whether the area for the referendum should extend beyond the neighbourhood area.

After the examination, the Independent Assessor will produce a report which will recommend that the Neighbourhood Plan should either:

- Go forward to a referendum;
- Go forward to a referendum, subject to recommended amendments; or
- Not go forward to a referendum.



## 6 Public Referendum

### Local Referendum

To ensure that the local community supports a Neighbourhood Plan and has the final say on whether it comes into force, plans passed at examination are subject to a referendum.

The referendum is organised and paid for by the Council. People living in the referendum area who are registered to vote in local elections will be entitled to vote.

It is the Council's duty to publicise the referendum on its website 28 days prior to the referendum and make available the 'specified documents'. The 'specified documents' are:

- The draft Neighbourhood Plan;
- The independent examiners report;
- A summary of representations submitted to the examiner;
- A statement that the Council is satisfied that the plan meets the basic conditions; and
- General information on town and country planning and neighbourhood planning, to ensure voters have sufficient knowledge to make an informed decision.

If more than 50% of people voting in the referendum support the plan, then the Council must use it in its planning decisions in the area alongside its other adopted plans as the basis for decisions on planning applications in the neighbourhood area. If less than 50% of the people voting support the plan, then the Council cannot use the plan in its decisions.

### Adoption

If the referendum indicates that the majority support the Neighbourhood Plan, the plan can be adopted ('made' in the terminology of the legislation) by the Council.

Once the plan is 'made' by Executive and Full Council, the Council will publicise its adoption (or non-adoption if there is no support) and the plan will be used in the planning decision-making process and making land allocation decisions.

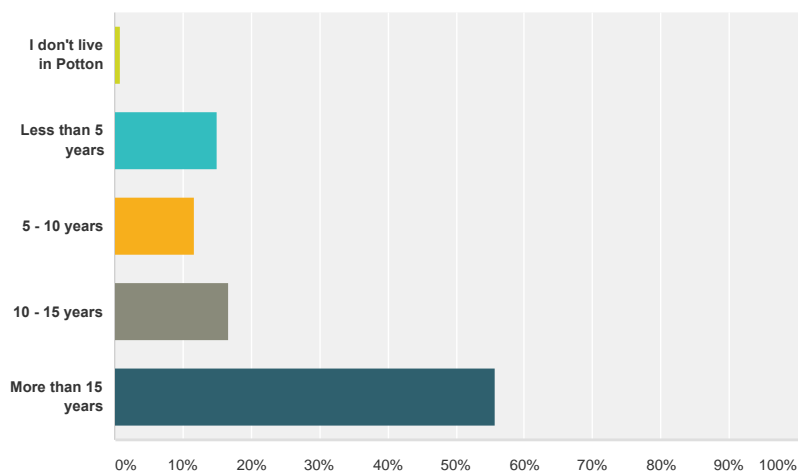


## 7 Appendix A – NP Questionnaire Data (responses)

### Potton Neighbourhood Plan Pre-Vision Questionnaire

#### Q1 How long have you lived in Potton?

Answered: 371 Skipped: 2



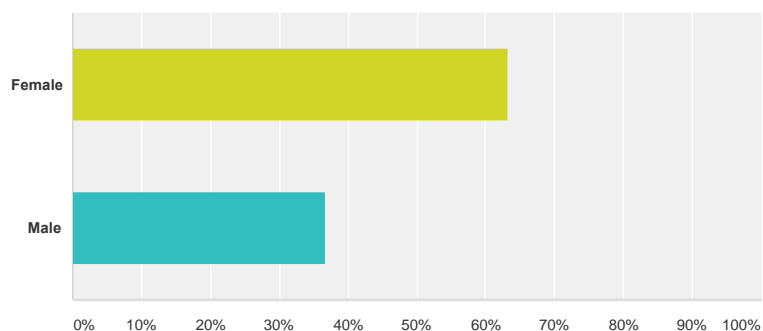
Answer Choices	Responses
I don't live in Potton	0.81% 3
Less than 5 years	15.09% 56
5 - 10 years	11.59% 43
10 - 15 years	16.71% 62
More than 15 years	55.80% 207
<b>Total</b>	<b>371</b>



Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q2 What is your gender?**

Answered: 370 Skipped: 3



Answer Choices	Responses	
Female	63.24%	234
Male	36.76%	136
<b>Total</b>		<b>370</b>

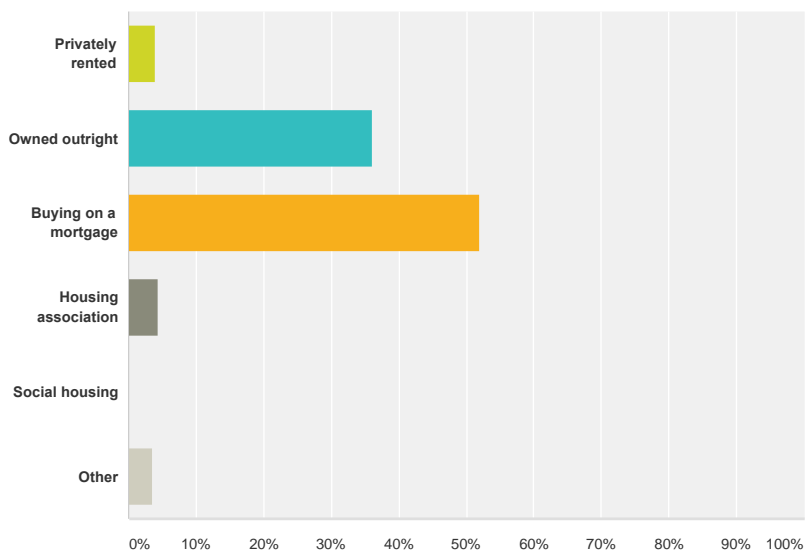




Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q3 What is your current housing situation?**

Answered: 369 Skipped: 4



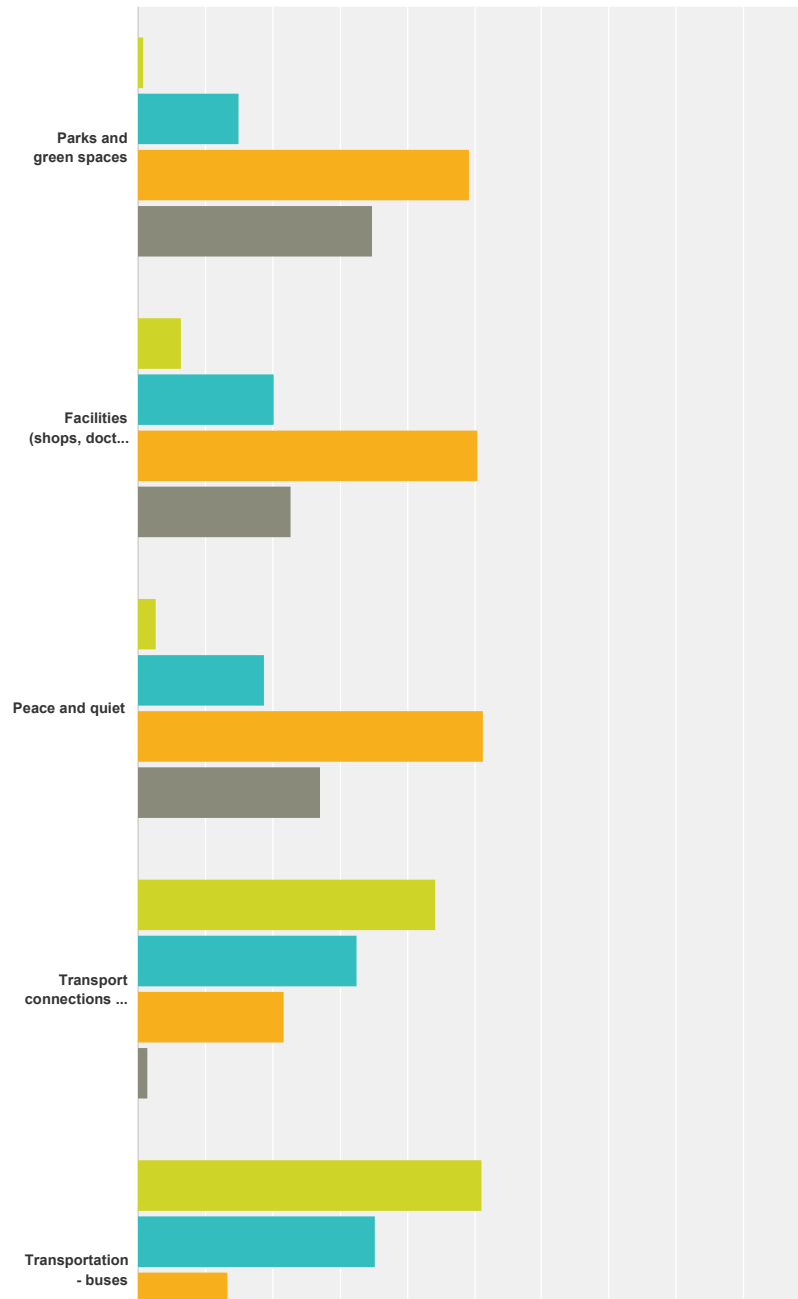
Answer Choices	Responses
Privately rented	4.07% 15
Owned outright	36.04% 133
Buying on a mortgage	52.03% 192
Housing association	4.34% 16
Social housing	0.00% 0
Other	3.52% 13
<b>Total</b>	<b>369</b>



Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q4 How do you rate Potton in the following categories?**

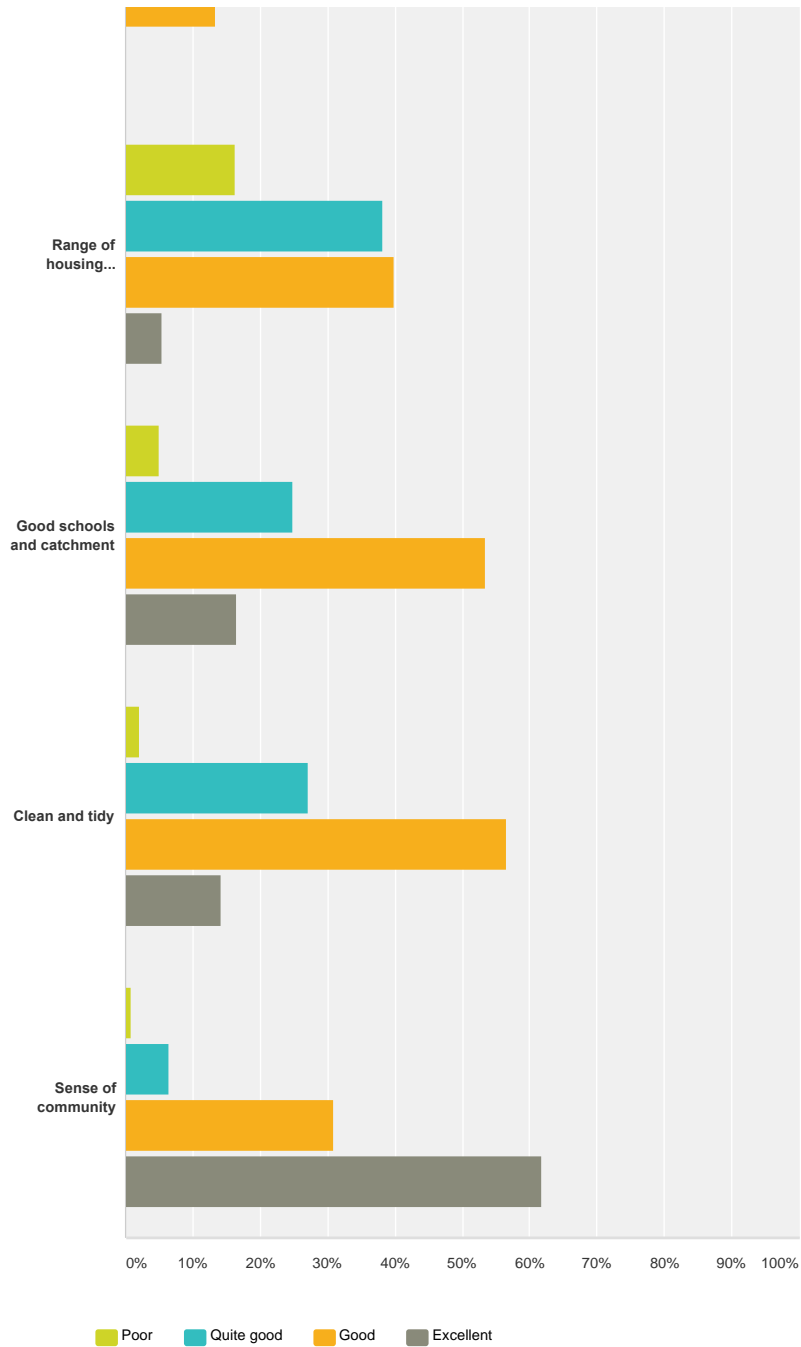
Answered: 371 Skipped: 2



4 / 16



Potton Neighbourhood Plan Pre-Vision Questionnaire



	Poor	Quite good	Good	Excellent	Total
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## Potton Neighbourhood Plan Pre-Vision Questionnaire

Parks and green spaces	<b>0.81%</b> 3	<b>15.14%</b> 56	<b>49.19%</b> 182	<b>34.86%</b> 129	370
Facilities (shops, doctors etc)	<b>6.49%</b> 24	<b>20.27%</b> 75	<b>50.54%</b> 187	<b>22.70%</b> 84	370
Peace and quiet	<b>2.72%</b> 10	<b>18.75%</b> 69	<b>51.36%</b> 189	<b>27.17%</b> 100	368
Transport connections - trains	<b>44.29%</b> 163	<b>32.61%</b> 120	<b>21.74%</b> 80	<b>1.36%</b> 5	368
Transportation - buses	<b>51.11%</b> 184	<b>35.28%</b> 127	<b>13.33%</b> 48	<b>0.28%</b> 1	360
Range of housing available	<b>16.25%</b> 59	<b>38.29%</b> 139	<b>39.94%</b> 145	<b>5.51%</b> 20	363
Good schools and catchment	<b>5.10%</b> 18	<b>24.93%</b> 88	<b>53.54%</b> 189	<b>16.43%</b> 58	353
Clean and tidy	<b>2.17%</b> 8	<b>27.17%</b> 100	<b>56.52%</b> 208	<b>14.13%</b> 52	368
Sense of community	<b>0.81%</b> 3	<b>6.47%</b> 24	<b>31.00%</b> 115	<b>61.73%</b> 229	371

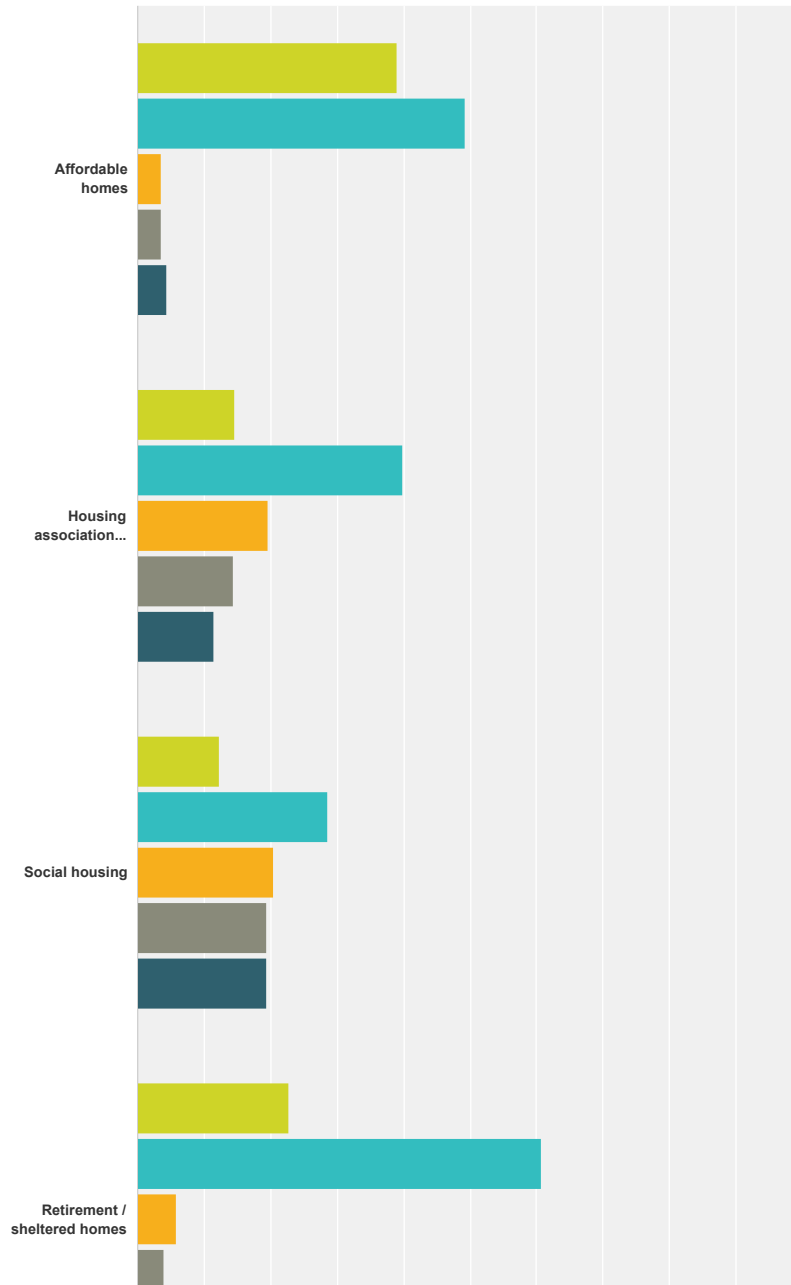




Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q5 When new homes have to be built, which type do you think would be most suitable?**

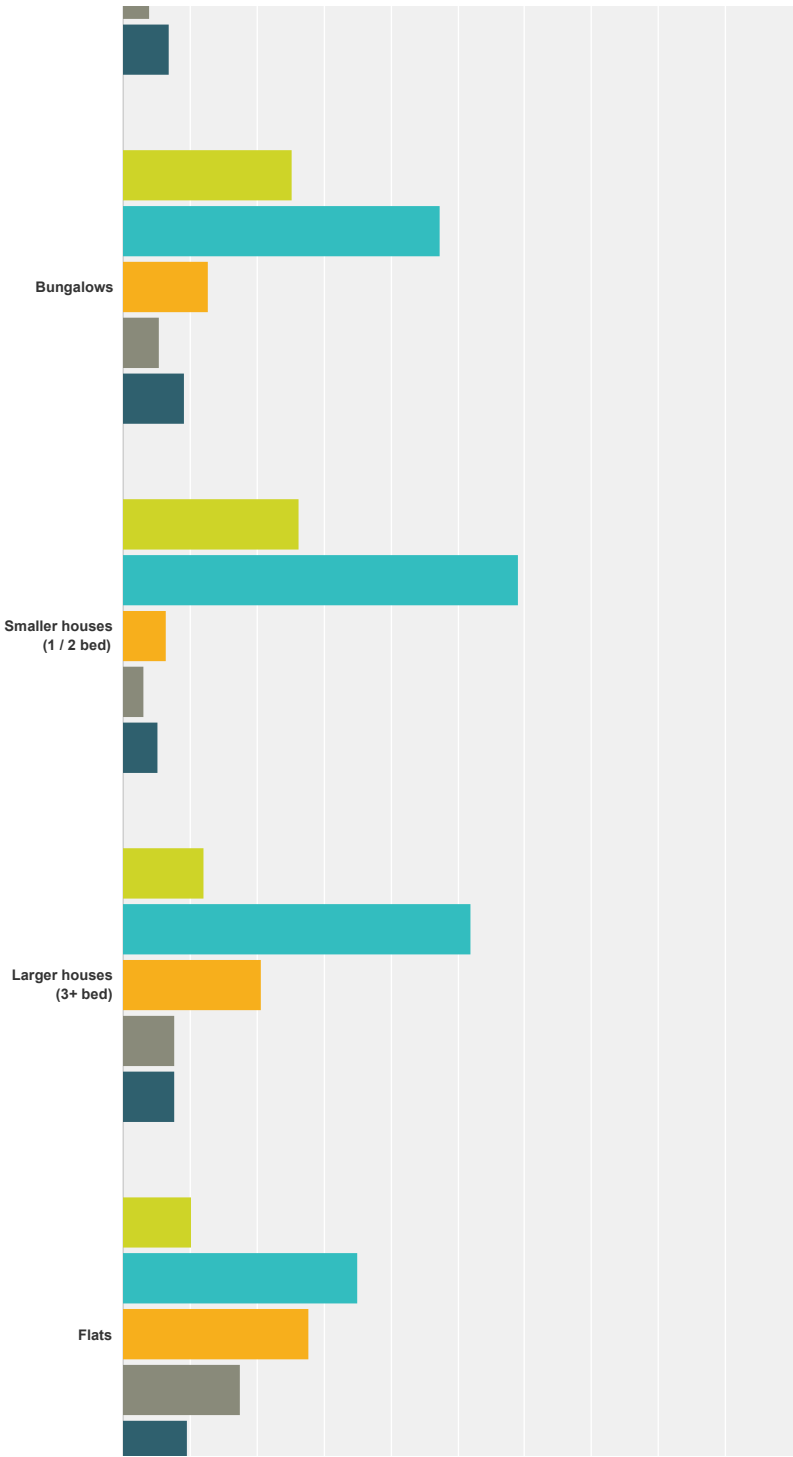
Answered: 369 Skipped: 4



7 / 16

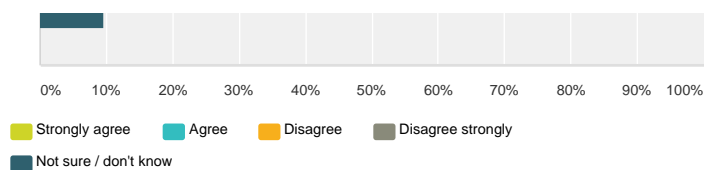


Potton Neighbourhood Plan Pre-Vision Questionnaire





## Potton Neighbourhood Plan Pre-Vision Questionnaire



	Strongly agree	Agree	Disagree	Disagree strongly	Not sure / don't know	Total
Affordable homes	39.12% 142	49.31% 179	3.58% 13	3.58% 13	4.41% 16	363
Housing association homes	14.61% 52	39.89% 142	19.66% 70	14.33% 51	11.52% 41	356
Social housing	12.22% 43	28.69% 101	20.45% 72	19.32% 68	19.32% 68	352
Retirement / sheltered homes	22.65% 82	60.77% 220	5.80% 21	3.87% 14	6.91% 25	362
Bungalows	25.28% 90	47.47% 169	12.64% 45	5.34% 19	9.27% 33	356
Smaller houses (1 / 2 bed)	26.32% 95	59.00% 213	6.37% 23	3.05% 11	5.26% 19	361
Larger houses (3+ bed)	12.15% 43	51.98% 184	20.62% 73	7.63% 27	7.63% 27	354
Flats	10.17% 36	35.03% 124	27.68% 98	17.51% 62	9.60% 34	354



Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q6 Using the Call for Sites, list the 3 sites that you believe are most appropriate for future housing development in order of preference. Please give the site codes.**

Answered: 193 Skipped: 180

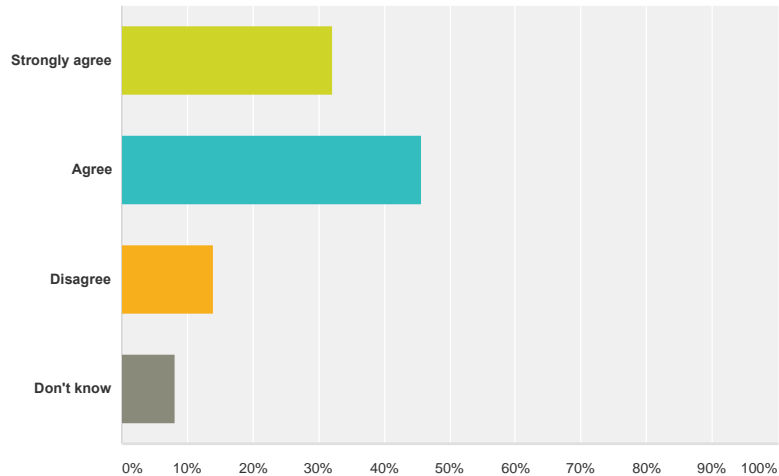
10 / 16



Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q7 Looking at the subject of employment in Potton over the next 20 years, do you think that there will be a need for more employment in the town?**

Answered: 371 Skipped: 2



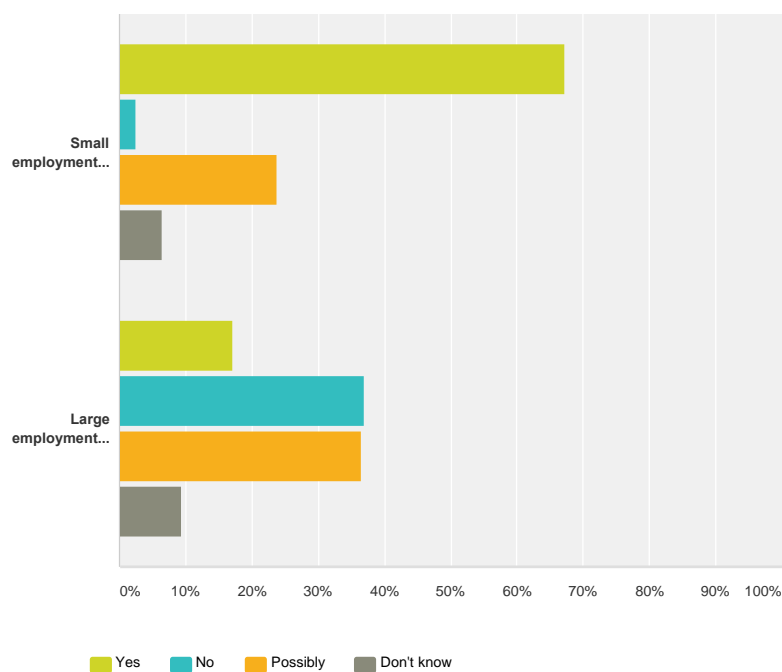
Answer Choices	Responses	
Strongly agree	32.08%	119
Agree	45.82%	170
Disagree	14.02%	52
Don't know	8.09%	30
<b>Total</b>		<b>371</b>



Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q8 If there is new employment, what type do you think would most suit Potton?**

Answered: 369 Skipped: 4



	Yes	No	Possibly	Don't know	Total
Small employment buildings (less than 10 people)	67.12% 245	2.47% 9	23.84% 87	6.58% 24	365
Large employment buildings (more than 10 people)	17.15% 59	36.92% 127	36.63% 126	9.30% 32	344

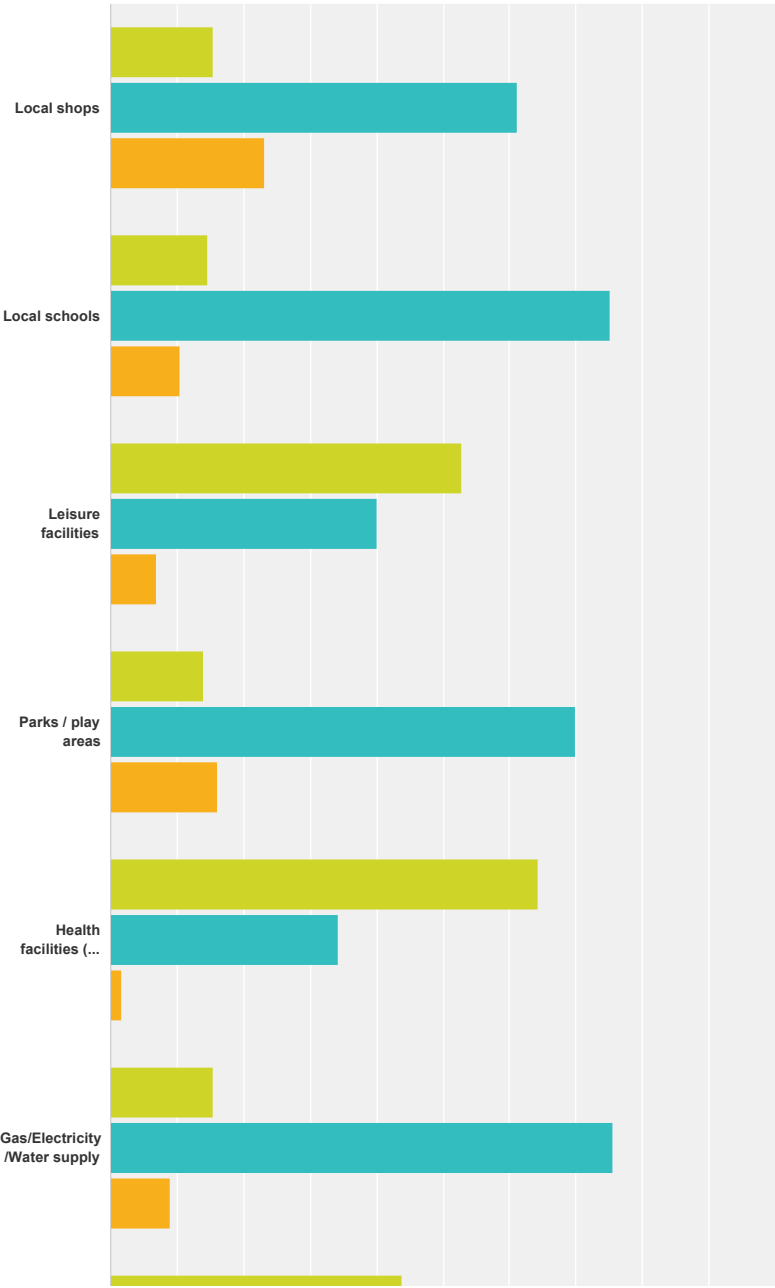




Potton Neighbourhood Plan Pre-Vision Questionnaire

Q9 How do you feel about the infrastructure of Potton?

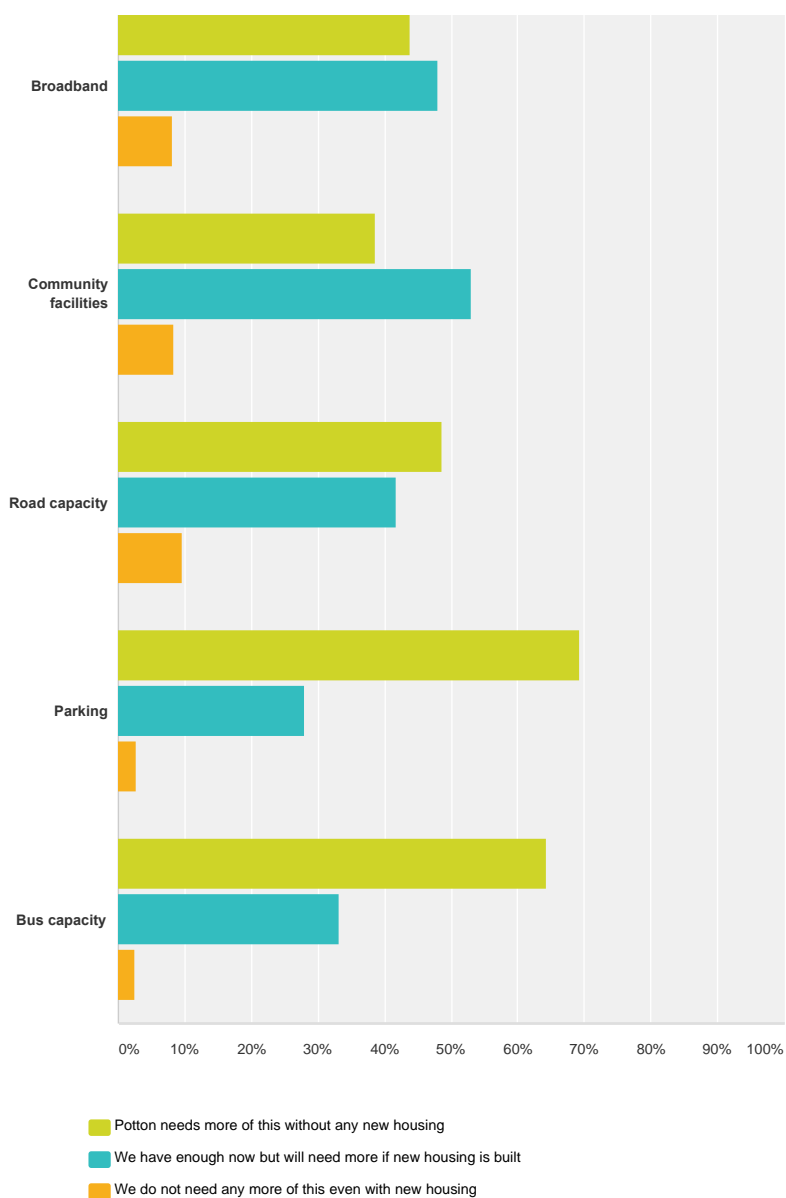
Answered: 373 Skipped: 0



13 / 16



Potton Neighbourhood Plan Pre-Vision Questionnaire



	Potton needs more of this without any new housing	We have enough now but will need more if new housing is built	We do not need any more of this even with new housing	Total
Local shops	15.51% 56	61.22% 221	23.27% 84	361
Local schools	14.57% 52	75.07% 268	10.36% 37	357



## Potton Neighbourhood Plan Pre-Vision Questionnaire

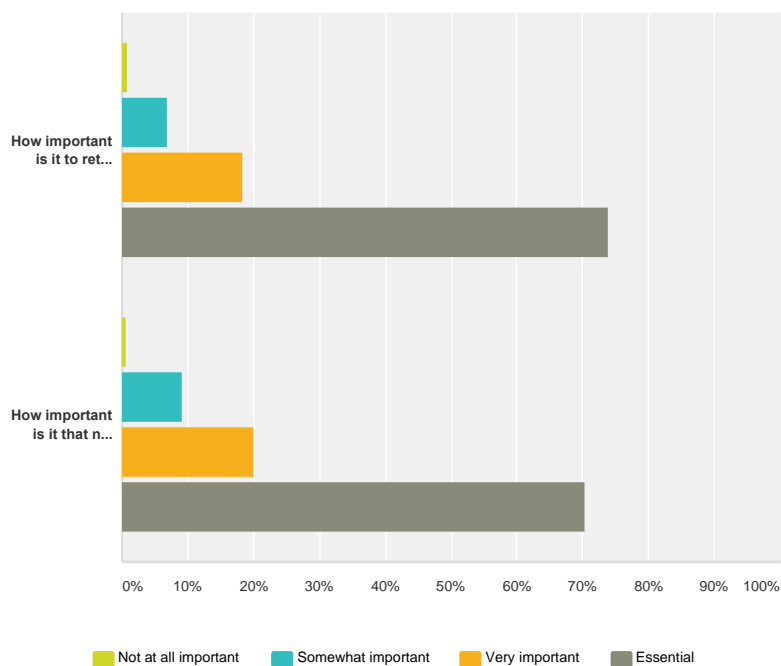
Leisure facilities	<b>52.91%</b> 191	<b>40.17%</b> 145	<b>6.93%</b> 25	361
Parks / play areas	<b>13.93%</b> 50	<b>69.92%</b> 251	<b>16.16%</b> 58	359
Health facilities (GP surgeries)	<b>64.23%</b> 237	<b>34.15%</b> 126	<b>1.63%</b> 6	369
Gas/Electricity/Water supply	<b>15.45%</b> 55	<b>75.56%</b> 269	<b>8.99%</b> 32	356
Broadband	<b>43.89%</b> 158	<b>48.06%</b> 173	<b>8.06%</b> 29	360
Community facilities	<b>38.61%</b> 139	<b>53.06%</b> 191	<b>8.33%</b> 30	360
Road capacity	<b>48.63%</b> 177	<b>41.76%</b> 152	<b>9.62%</b> 35	364
Parking	<b>69.35%</b> 258	<b>27.96%</b> 104	<b>2.69%</b> 10	372
Bus capacity	<b>64.33%</b> 229	<b>33.15%</b> 118	<b>2.53%</b> 9	356



Potton Neighbourhood Plan Pre-Vision Questionnaire

**Q10 How do you feel about the following issues concerning Green Infrastructure in Potton?**

Answered: 372 Skipped: 1



	Not at all important	Somewhat important	Very important	Essential	Total
How important is it to retain / maintain Green Spaces?	0.81% 3	6.99% 26	18.28% 68	73.92% 275	372
How important is it that new housing areas should provide and support footpaths / bridleways /cycle tracks?	0.54% 2	9.19% 34	20.00% 74	70.27% 260	370



## 8 Appendix B - Potton People and Places Insight Limited 2017 Potton Benchmarking Report

The full document can be found on the potton neighbourhood plan website in the supporting documents at <http://pottonneighbourhoodplan.co.uk/supportingdocuments/>.







# Executive Summary

## General

- The proportion of A1 Shops (38%) in Potton town centre is noticeably lower than the National (52%) and Regional (47%) averages whilst the proportion of B1 Businesses (15%) is 12% higher.
- Two-thirds (67%) of the A1 Shops in the town centre mainly sell comparison goods.
- Over half (56%) of the A1 Shops in Potton are unique to the town centre.
- 27% of all car parking spaces in the defined town centre area is available in off street designated car parks compared to the National Small Towns average of 84%.
- On the Busy Day in Potton town centre, 21% of all car parking spaces were vacant which is lower than the National Small towns average of 31% but higher than the Regional figure of 15%. On the Quiet Day, vacancy rates in Potton increased to 38% which is 1% higher than the National Small Towns average.
- 43% of Town Centre Users spent £5.01-£10.00 on a normal visit to Potton, 20% higher than the National average.
- Nearly three quarters of Town Centre Users visited Potton for 'Convenience Shopping', vastly higher than the National (43%) and Regional (45%) averages. In regards to retail Town Centre users referred to the need for 'Cafes/ Restaurants' and 'Banking Facilities.'
- 94% of Town Centre Users visited Potton at least once a week, 17% higher than the National Small Towns average. 54% travelled into the town centre 'On Foot'.
- Town Centre Users stayed for short periods of time in Potton, 67% stating this was 'Less than an hour', 26% and 31% higher than the National and Regional averages.

## Positive

- **Visit Recommended:** 91% of Town Centre Users would recommend a visit to Potton, noticeably higher than the National (59%) and Regional (68%) figures.
- **Vacancy Rates:** For the first time in the Benchmarking process were no vacant ground-floor units in the defined town centre area at the time of the audit. The National Small Towns average is 9%.
- **Physical Appearance:** 80% of town centre users reported that 'Physical Appearance' was a positive aspect, vastly higher than the National (36%) and Regional (48%) figures and tied into this 63% rated 'Cleanliness' as a positive. 50% of Businesses stated that 'Physical Appearance' was a positive aspect of operating a business in Potton.





- ▣ **Geographical Location:** 67% of Businesses rated 'Geographical Location' as a positive aspect of Potton.
- ▣ **Local Customers:** 67% of Businesses rated 'Potential local customers as a positive aspect of operating a business in the town centre.
- ▣ **Ease of walking:** 'Ease of walking around the town centre' (64%) was classed as a positive aspect of Potton by Town Centre Users.
- ▣ **Access to Services:** 54% of Town Centre Users rated 'Access to Services' as a positive aspect of Potton.

#### Room for Improvement

- ▣ **Lower than average Footfall:** The footfall figures in Potton on both the Busy Day and the Quiet Day are noticeably lower than the National and Regional averages. On the Busy Day Nationally, 98 persons per ten minutes were recorded which is more than double the Potton figure of 47. Similarly on the Quiet Day, 36 persons per ten minutes were recorded in Potton compared to the National average of 86 and Regional average of 89.
- ▣ **Car Parking:** 77% of Businesses and 39% of Town Centre users felt that 'Car Parking' was a negative aspect of operating a business in Potton. Qualitative comments centred on the need to increase car parking provision in the town centre.
- ▣ **Lower than average Spend:** Overall, spend in Potton was lower than the National average with 51% spending more than £10.00 in comparison to the National figure of 61%.
- ▣ **Traffic and Transport:** A key theme to emerge from qualitative comments was the need to 'Reduce/ Ban HGV Traffic' and introduce 'Pedestrian Crossings' in the town centre.





## 9 Appendix C - NP survey report Potton 2017

The full document can be found on the potton neighbourhood plan website in the supporting documents at <http://pottonneighbourhoodplan.co.uk/supportingdocuments/>.

### **Neighbourhood Plan Survey Report**

**Potton**

**July 2017**

*Completed by Bedfordshire Rural Communities Charity*



This report is the property of Potton Parish Council.

For further information contact Bedfordshire Rural Communities Charity, The Old School, Cardington,  
Bedfordshire, MK44 3SX.



## **1. Introduction**

### **1.1 About this survey**

The town of Potton is preparing a Neighbourhood Plan laying out its own local planning policies, which will come into force provided that the Plan passes an independent examination and is approved at a local referendum.

The Potton Neighbourhood Plan steering group carried out a survey to identify the views of the local community. A survey form (**Appendix A**) was delivered to all households in the parish. Each resident was invited to complete the survey, with additional paper copies being made available to collect from the library or Town Councils offices. The questionnaire was also made available to complete online via Survey Monkey. Residents were asked to return their completed surveys directly to BRCC (Bedfordshire Rural Communities Charity) using the Freepost envelope provided.

A total of 727 responses were received for analysis, out of 2300 distributed, providing a return rate of 32%. This is a high response rate, with the average response rate for the type of questionnaire generally being between 20 and 25%.