

# Willoughby Neighbourhood Development Plan 2019 - 2031 Consultation Statement

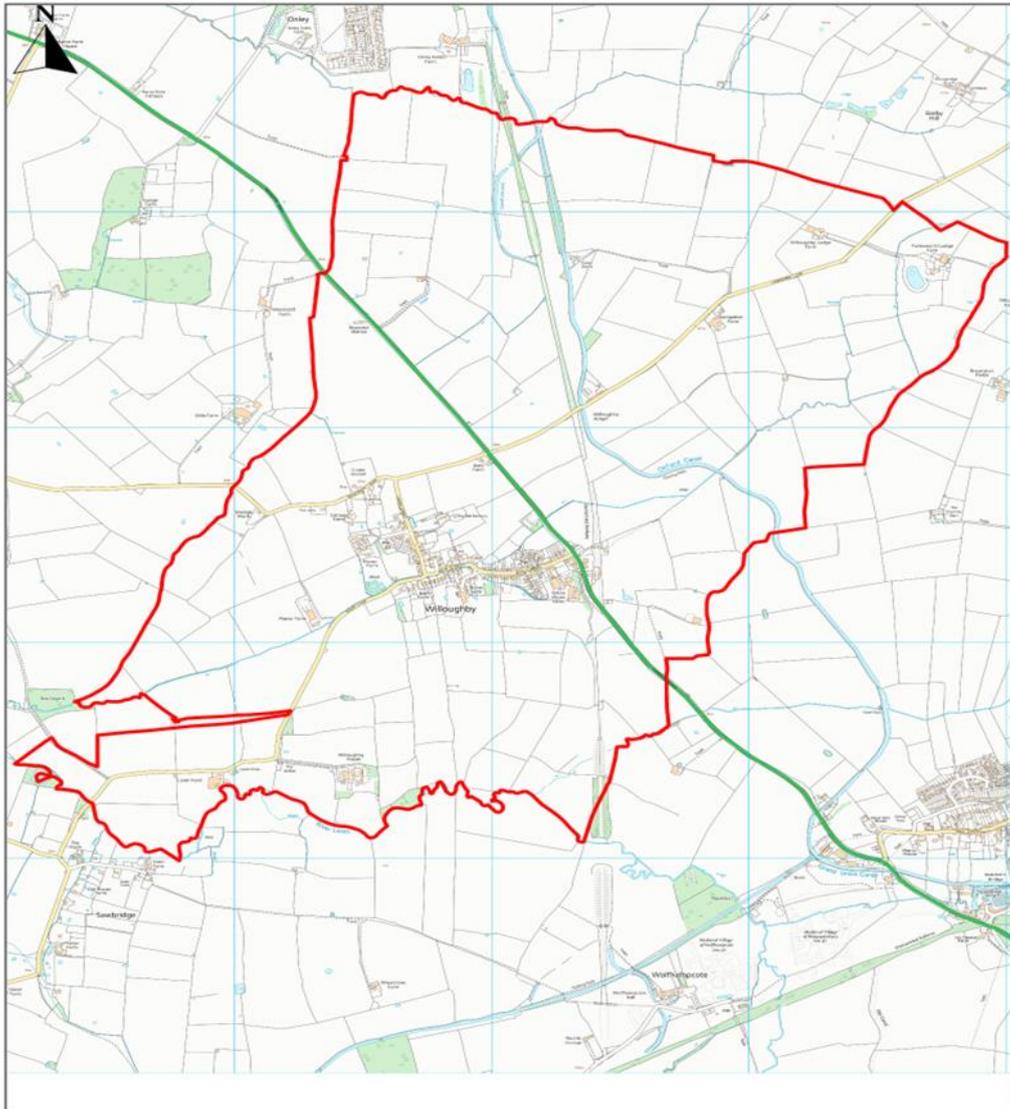


Willoughby Parish Council  
May 2019

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**Map 1: Willoughby Parish and NDP Area**



## 1.0 Introduction and Background

1.1 This Consultation Statement has been prepared in accordance with The Neighbourhood Planning (General) Regulations 2012 (SI No. 637) Part 5 Paragraph 15 (2)<sup>1</sup> which defines a “consultation statement” as *a document which –*

*(a) contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan;*

*(b) explains how they were consulted;*

*(c) summarises the main issues and concerns raised by the persons consulted; and*

*(d) describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.*

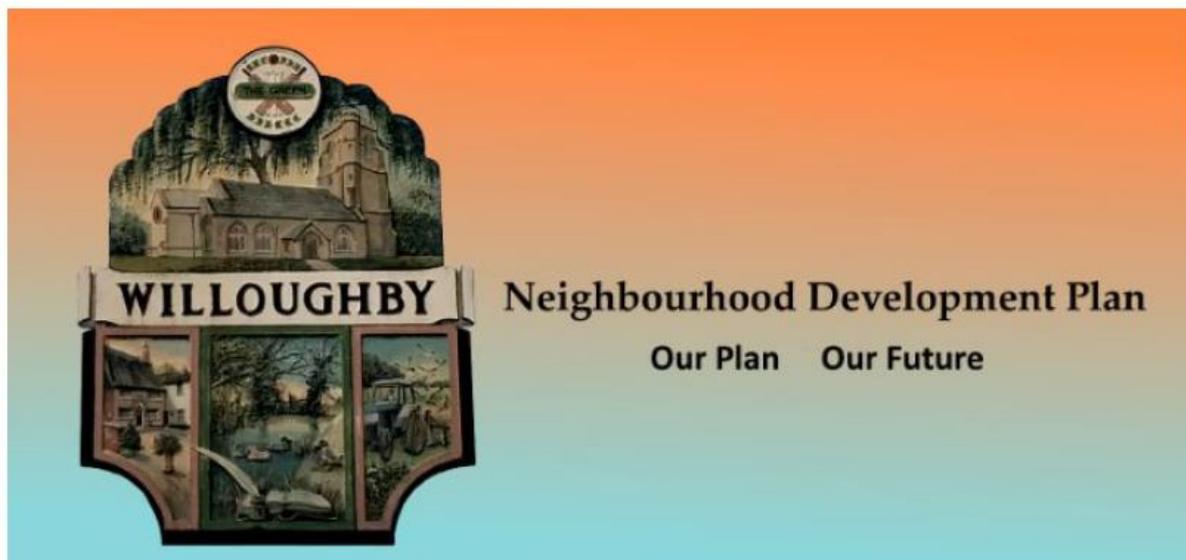
1.2 Willoughby Neighbourhood Development Plan (NDP) has been prepared in response to the Localism Act 2011, which gives parish councils and other relevant bodies, new powers to prepare statutory Neighbourhood Plans to help guide development in their local areas. These powers give local people the opportunity to shape new development, as planning applications are determined in accordance with national planning policy and the local development plan, and neighbourhood plans form part of this Framework. (Other new powers include Community Right to Build Orders whereby local communities have the ability to grant planning permission for new buildings).

1.3 Willoughby NDP has been prepared through a thorough and extensive process of community and stakeholder engagement and involvement. The views of local people have been sought at every key step of the NDP's preparation, have been considered very carefully, and used to inform the vision, objectives and planning policies in the NDP. Where suggestions have been linked to non-planning issues and wider parish council matters, these have been addressed separately and referred to the Parish Council for consideration and possible action.

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<sup>1</sup> <http://www.legislation.gov.uk/uksi/2012/637/contents/made>

## 2.0 The First Steps - Designation and Early Research and Preparation June - December 2017



### Parish Council Survey, June 2017

- 2.1 A Parish Council Survey was hand delivered to all residents to find out if there was support in the community for a Neighbourhood Plan. A copy of the survey is provided in **Appendix 1**.
- 2.2 85 responses were received (42.5% of forms distributed to every house in the parish). 64 respondents said Yes to the statement 'I believe we need a Neighbourhood Plan' (76% of respondents), 19 said No and 2 did not answer. 8 respondents said they would like to be on the committee and 13 said they had skills to help the committee.
- 2.3 At the Parish Council meeting on 8 August 2017, the Parish Councillors voted to apply to Rugby Borough Council for the designation of a Neighbourhood Plan based on the Willoughby Parish boundary. The designated Neighbourhood Area and parish boundary is shown on Map 1. Rugby Borough Council approved the designated Neighbourhood Area on 5 October 2017.
- 2.4 A Steering Group of interested local residents and a parish councillor was set up in November 2017 to oversee the preparation of the Plan on behalf of the Parish Council.
- 2.5 The NDP website was set up using the existing the Willoughby Parish Council website from November to December 2017 - see <https://www.willoughbyparishcouncil.org/neighbourhood-plan> . The various sections of the NDP website are always kept up-to-date for the benefit of local people and stakeholders.
- 2.6 In addition, regular updates about the progress of the Willoughby NDP have been provided in the Parish magazine, the Willoughby Monthly. The Parish magazine is delivered by hand to all households in the parish and non-resident landowners who live near the boundary - just over 200 copies in total. All back copies of the Willoughby Monthly are available from the website <https://willoughbyweb.net/wm/wm.html> .

- 2.7 Specific items about the Parish Council Survey and the outcomes are included in the following editions of the Willoughby Monthly under the Willoughby Parish Council section on Page 4:
- July 2017 [https://willoughbyweb.net/wm/images/2017/WM\\_07-17.pdf](https://willoughbyweb.net/wm/images/2017/WM_07-17.pdf)
  - September 2017 [https://willoughbyweb.net/wm/images/2017/WM\\_09-17.pdf](https://willoughbyweb.net/wm/images/2017/WM_09-17.pdf)
  - October 2017 [https://willoughbyweb.net/wm/images/2017/WM\\_10-17.pdf](https://willoughbyweb.net/wm/images/2017/WM_10-17.pdf)
  - November 2017 [https://willoughbyweb.net/wm/images/2017/WM\\_11-17.pdf](https://willoughbyweb.net/wm/images/2017/WM_11-17.pdf)
- 2.8 Specific articles about the initial work of the NDP Steering Group are included in the following editions of the Willoughby Monthly:
- November 2017 [https://willoughbyweb.net/wm/images/2017/WM\\_11-17.pdf](https://willoughbyweb.net/wm/images/2017/WM_11-17.pdf)  
(Page 4 under Parish Council - approval of Neighbourhood Plan Area)
  - January 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_01-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_01-18.pdf)  
(Editorial on Page 1 and full page on 2)
- 2.9 Steering Group meeting dates and times are included in the Calendar on Page 1 of the Willoughby Monthly and on the NDP website in the Steering Group section of the dropdown menu. Everyone is invited to attend.
- 2.10 The first Update on the NDP website was published on 14 December 2017. Copies of all previous updates can be found at the bottom of the current Update on the first page of the website.
- 2.11 Minutes from the monthly Steering Group meetings are available online within two days of the meeting and are circulated to the Parish Council as well as the Steering Group. The minutes are also put on the Parish Council noticeboard in the Amenity Garden.
- Background Research by the Steering Group, late 2017 to early 2018**
- 2.12 The Steering Group were aware that Willoughby Parish Council had previously carried out two major surveys with local residents in the previous six years. The first survey took place in September 2012 and informed the Parish Plan which was compiled in 2013 and updated in July 2015. The second survey took place in August 2014 and was preceded by a housing survey carried out by Midlands Rural Housing in June 2014. This information underpinned the Village Design Statement which was approved and adopted by Rugby Borough Council in August 2016 and which is used by the Parish Council to help determine whether they should accept or object to planning applications submitted for the Parish.
- 2.13 The three surveys provided a great deal of information about the village and the views of the Willoughby community at the time. They covered the following areas:
- Surrounding Landscape
  - Built Environment
  - Housing and Planning
  - Community Facilities and Services
  - Traffic and Transport
- 2.14 It is important to note that the Parish Plan and the Village Design Statement considered both planning and non-planning matters. The early emerging drafts of the NDP advised that many

of the non-planning matters remained relevant and important to local residents but that these could not be addressed through the NDP, which is a planning policy document. Such matters were referred to the Parish Council which is committed to tackling any non-planning issues wherever possible through other actions and processes.

### 3.0 Issues and Options Consultation 7 May - 3 June 2018

- 3.1 The Steering Group considered the information in the Parish Plan and the Village Design Statement and these, together with their own considerable local knowledge, were used to prepare an Issues and Options document with the support of professional town planning consultants, Kirkwells. All information related to the NDP was provided on the Neighbourhood Plan pages of the Parish Council website <https://www.willoughbyparishcouncil.org/neighbourhood-plan> .
- 3.2 The Issues and Options full document was published for consultation with local residents and stakeholders from 7 May to 3 June 2018. A copy of the Summary Report and Questionnaire (A5 booklet) was delivered to all households and businesses in the parish and either delivered or posted to non-resident landowners. Paper copies of the full document were available on request.
- 3.3 Consultees were invited to complete the questionnaire online using <https://www.surveymonkey.co.uk/r/WilloughbyNDP> .
- 3.4 The consultation documents were put on the NDP website under the heading 'Current Consultation' at the top of the Key Documents section. The documents were:
- Issues & Options - Full Document (7 May 2018)
  - Issues & Options - Summary and Questionnaire (7 May 2018)
  - Online Questionnaire at <https://www.surveymonkey.co.uk/r/WilloughbyNDP>

#### **Publicity and Information Updates**

- 3.5 Specific articles about the Issues & Options consultation were included in the following editions of the Willoughby Monthly:
- March 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_03-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_03-18.pdf)  
(Editorial on Page 1 and specific article on Page 2).
  - May 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_05-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_05-18.pdf)  
(Page 2)
  - June 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_06-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_06-18.pdf)  
(Bottom of Page 3)
  - August 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_08-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_08-18.pdf)  
(Page 2)
- 3.6 NDP Website updates were also provided on 9 April 2018, 1 May 2018 and 23 July 2018.
- 3.7 The Steering Group has worked closely with Rugby Borough Council and the Willoughby Neighbourhood Plan has a web page on the Rugby Borough Council website. Information has been uploaded to the Rugby Borough Council website during each public consultation. This can be viewed at [https://www.rugby.gov.uk/info/20004/planning\\_strategy/354/willoughby\\_neighbourhood\\_plan](https://www.rugby.gov.uk/info/20004/planning_strategy/354/willoughby_neighbourhood_plan)
- 3.8 The Issues and Options consultation was also promoted using the local newspaper, the Rugby Advertiser. See **Appendix 2**.

- 3.9 Flyers were delivered to local households and businesses with the Summary and Questionnaire document. See **Appendix 2**. When delivering the flyer and the Summary and Questionnaire document, members of the Steering Group spoke to as many residents as possible. This often involved two or three visits and occasionally more.
- 3.10 During the final week of the consultation, members of the Steering Group again tried to speak to as many people as possible, to answer any questions and to encourage them to complete a questionnaire. A further flyer was delivered on 23 May 2018. See **Appendix 2**.
- 3.11 Posters were produced and put on lampposts around the village and on the Woolscott Road. See Poster 1 and Poster 2 in **Appendix 2**. These were used to remind residents to come to the first Neighbourhood Plan Day on 16 May 2018 at the Village Hall and to complete their questionnaire.

**Initial Neighbourhood Plan Open Day - 16 May 2018**



- 3.12 An initial Neighbourhood Development Plan Day was held on Wednesday, 16 May 2018 at the Village Hall from 10.00am to 9.00pm. Residents were invited to come along and find out more about the NDP and receive help and support with the questionnaire, if required. 60 people attended.
- 3.13 There were displays and a slideshow with maps and photographs showing Willoughby Parish in the past and as it is now and there was information about the planning issues that Willoughby faces today, together with copies of the suggested policies for the Neighbourhood Plan. Residents, local business owners and non-resident landowners were invited to come and talk to the Steering Group and to bring their questionnaires to complete on the day, if they so wished.
- 3.14 As well as finding out more about the NDP, residents were able to express their concerns about other matters which do not contribute to determining planning applications but are still important to the well-being and safety of those living in the parish. The Parish Council collated all these responses on non-planning matters and published a Responses and Proposed Actions document on 30 August 2018.
- 3.15 In total, 202 paper questionnaires were distributed and 112 completed forms were returned (54 online and 58 on paper). In addition, Historic England and Natural England provided supportive comments.

#### **Progress Reports and Mini Housing Survey**

- 3.16 Reports were added to the website and information provided in the Willoughby Monthly to publicise the outcomes from the consultation and to set out how these would inform the First Draft Neighbourhood Development Plan. Again, the longer documents (Issues & Options - Full Report and Issues & Options - Responses and Revisions) were available as hard copies on request.
- 3.17 On 14 June 2018, a Progress Report and further Mini Housing Survey were delivered to all residents, businesses and non-resident landowners. The Survey was to provide more detail about the types and sizes of houses needed in Willoughby and consultees were invited to complete and return the survey by 24 June 2018. There were 9 responses.
- 3.18 On 23 July 2018 - three reports were published:
- Full Report - this provided analysis of the Yes/No responses to the questionnaire and all the comments received
  - Summary Report - this provided the analysis of the Yes/No responses and information about where to read the longer reports. It was delivered to everyone.
  - Responses and Revisions - this was a report setting out the consultation responses and proposed changes to the next version of the NDP - the First Draft Plan
- 3.19 Overall the responses to the Issues and Options consultation were carefully considered and used to inform the First Draft Plan for Willoughby.

## 4.0 First Draft Plan Consultation 8 October - 4 November 2018

4.1 The First Draft NDP was prepared taking into careful consideration the responses to the Issues and Options. It was published for informal consultation from 8 October to 4 November 2018. Stakeholders were invited to take part in the consultation on the First Draft Plan in several ways including:

- Completing the questionnaire online at <https://www.surveymonkey.co.uk/r/WilloughbyNDP2>
- By returning the paper questionnaire delivered to all households to:
  - Church View, Lower Street,
  - B Beautiful, Lower Street
  - 16 Main Street
- Attending the second Neighbourhood Development Plan Day.

4.2 The consultation documents were put on the NDP website under the heading 'Current Consultation' at the top of the Key Documents section. They were also available on request as hard copies. The documents were:

1. First Draft Neighbourhood Plan (October 2018)
2. First Draft Neighbourhood Plan - Summary (October 2018)
3. First Draft Neighbourhood Plan - Questionnaire (October 2018)
4. Online questionnaire at <https://www.surveymonkey.co.uk/r/WilloughbyNDP2>

4.3 Copies of the Summary and of the Questionnaire were hand delivered to residents, local businesses and some non-resident landowners. They were emailed or posted to other known landowners.

### **Publicity and Information Updates**

4.4 Articles about the First Draft Plan consultation were included in the following editions of the Willoughby Monthly:

- September 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_09-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_09-18.pdf)  
(Page 2)
- October 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_10-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_10-18.pdf)  
(Page 4)
- November 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_11-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_11-18.pdf)  
(Page 2)
- December 2018 [https://willoughbyweb.net/wm/images/2018/WM\\_12-18.pdf](https://willoughbyweb.net/wm/images/2018/WM_12-18.pdf)  
(Page 4)

4.5 Updates were provided on the NDP webpages on 27 September and 14 November 2018.

- 4.6 Information and documents for the consultation were uploaded to the Rugby Borough Council Willoughby NDP website during the week beginning 1 October 2018. These can be viewed at [https://www.rugby.gov.uk/info/20004/planning\\_strategy/354/willoughby\\_neighbourhood](https://www.rugby.gov.uk/info/20004/planning_strategy/354/willoughby_neighbourhood) .
- 4.7 The consultation was also promoted in the Rugby Advertiser on 4 October 2018. See **Appendix 3**.
- 4.8 A flyer was produced and distributed to everyone locally and to non-resident landowners by post or email during the week before the second Neighbourhood Plan Open Day on 17 October 2018 reminding them about the Open Day and about completing their questionnaire either online or on paper. See **Appendix 3**.
- 4.9 Posters were produced and put on lamp posts around the village and on the Woolscott Road. This also reminded people about the second Neighbourhood Plan Day and about completing their questionnaire. See **Appendix 3**.
- 4.10 During the final week of the consultation, members of the Steering Group visited as many people as possible to provide further information, if needed, and to encourage them to complete a questionnaire.

## Second Neighbourhood Plan Open Day - 17 October 2018



- 4.11 A Second Neighbourhood Plan Open Day was held on Wednesday, 17 October 2018 from 4.00pm to 8.00pm in the Village Hall. 35 people attended.
- 4.12 The event included posters displaying the revised Vision, Objectives and Policies for the First Draft NDP, photographs and maps of Significant Views, and maps and photographs of proposed non-designated heritage assets for consideration by Rugby Borough Council. A rolling programme of key parts of the NDP were also incorporated into a Power Point presentation on the big screen for people to look at and discuss. Members of the Steering Group were at the Open Day to answer questions and to talk through any issues or concerns.
- 4.13 In total, 207 paper questionnaires were distributed to every household and stakeholder in Willoughby Parish. 108 questionnaires were returned (52 online and 56 on paper).

### **Progress Reports**

- 4.14 Reports were added to the website and information provided in the Willoughby Monthly to publicise the outcomes from the consultation and to set out how these would inform the Draft Willoughby Neighbourhood Development Plan. Again, the longer documents (First Draft Plan - Full Report and First Draft Plan - Responses and Revisions) were available as hard copies on request.
- 4.15 On 14 November 2018, two reports were published:
- Full Report - this provided analysis of the Yes/No responses to the questionnaire and all the comments received
  - Summary Report - this provided the analysis of the Yes/No responses and information about where to read the longer reports. It was delivered to everyone.
- 4.16 On 30 November 2018, a third report was published:
- Responses and Revisions - this report set out the responses to the First Draft Plan and how representations would influence changes to the next version of the NDP - the Draft Willoughby Neighbourhood Development Plan.
- 4.17 Overall 94.34% of respondents (104) were 'generally supportive' of the First Draft Plan and there were a number of comments complimenting the NDP and noting the hard work and commitment of the Steering Group.

## 5.0 Regulation 14 Formal Consultation 21 January - 10 March 2019

- 5.1 The public consultation on the Willoughby Draft Neighbourhood Development Plan was carried out in accordance with The Neighbourhood Planning (General) Regulations 2012 (SI No. 637) Part 5 Pre-submission consultation and publicity, paragraph 14.
- 5.2 This states that:  
*Before submitting a plan proposal to the local planning authority, a qualifying body must—*
- (a) publicise, in a manner that is likely to bring it to the attention of people who live, work or carry on business in the neighbourhood area*
    - (i) details of the proposals for a neighbourhood development plan;*
    - (ii) details of where and when the proposals for a neighbourhood development plan may be inspected;*
    - (iii) details of how to make representations; and*
    - (iv) the date by which those representations must be received, being not less than 6 weeks from the date on which the draft proposal is first publicised;*
  - (b) consult any consultation body referred to in paragraph 1 of Schedule 1 whose interests the qualifying body considers may be affected by the proposals for a neighbourhood development plan; and*
  - (c) send a copy of the proposals for a neighbourhood development plan to the local planning authority.*
- 5.3 The Draft Neighbourhood Development Plan (NDP) for Willoughby Parish was published for 7 weeks from 21 January to 10 March 2019.
- 5.4 In line with the regulations the Steering Group contacted the required consultation bodies directly. A full list of these can be found in Appendix 4. In addition, the NDP document was widely publicised as set out below to ensure those who live, work or carry out business in the neighbourhood area were aware of the consultation.
- 5.5 All documents (Draft Plan, Representation Form and supporting documents and evidence base) were placed on the NDP website under the heading 'Current Consultation (Regulation 14)' at the top of the Key Documents section. Screenshots of the web site are provided in **Appendix 4**. The documents were:
1. Draft Neighbourhood Development Plan
  2. Letter To Consultees
  3. Online Representation Form at <https://tinyurl.com/Reg14RepresentationForm>
  4. English Heritage Advice Note September 2011
  5. Flood Risk Report 2018
  6. Final SEA Screening Determination
  7. Planning Policy Assessment January 2019
- 5.6 Updates were provided on 15 January and 13 March 2019 on the NDP website.

5.7 Information and documents for the consultation were uploaded to the Rugby Borough Council website Willoughby Neighbourhood Plan page on 21 January 2019. These can be viewed at:  
[https://www.rugby.gov.uk/info/20004/planning\\_strategy/354/willoughby\\_neighbourhood](https://www.rugby.gov.uk/info/20004/planning_strategy/354/willoughby_neighbourhood) .

5.8 Copies of the letters and representation form are provided in **Appendix 4**.

#### **Publicity and Information Updates**

5.9 Specific articles about the Regulation 14 Plan consultation were included in the following editions of the WM

- January 2019 [https://willoughbyweb.net/wm/images/2019/WM\\_01-19.pdf](https://willoughbyweb.net/wm/images/2019/WM_01-19.pdf)  
(Page 4)
- February 2019 [https://willoughbyweb.net/wm/images/2019/WM\\_02-19.pdf](https://willoughbyweb.net/wm/images/2019/WM_02-19.pdf)  
(Page 4)
- March 2019 [https://willoughbyweb.net/wm/images/2019/WM\\_03-19.pdf](https://willoughbyweb.net/wm/images/2019/WM_03-19.pdf)  
(Page 3)
- April 2019 [https://willoughbyweb.net/wm/images/2019/WM\\_04-19comp.pdf](https://willoughbyweb.net/wm/images/2019/WM_04-19comp.pdf)  
(Page 2)

5.10 A news article and item in the District Diary were published in the Rugby Advertiser on 17 January 2019. See **Appendix 4**.

5.11 During the final two weeks of the consultation, various methods were used to remind consultees that their comments and representations must be submitted by 10 March 2019. These included:

- posters on lamp posts around the village
- flyers delivered to all households, local businesses and some non-resident landowners
- letters and emails to known non-resident landowners
- letters to local groups and organisations
- emails and letters to statutory consultees
- a reminder in the District Diary section of the Rugby Advertiser on 28 February 2019

5.12 Copies of the reminders are provided in **Appendix 4**.

## 6.0 Summary of Regulation 14 Formal Responses

- 6.1 There was a high level of responses to the Regulation 14 public consultation. The responses, together with the Parish Council's consideration and any resulting changes to the NDP are set out in a series of tables which accompany this Consultation Statement.
- 6.2 Table 1 provides the responses from Consultation Bodies and Other Organisations, Table 2 sets out responses from Parish Councils and Neighbouring Local Planning Authorities and Table 3 provides local residents' representations. It should be noted that there was no response from Rugby Borough Council as the local planning authority had previously provided support and comments at all stages throughout the preparation of the NDP and were content that their suggestions had already been incorporated where appropriate.
- 6.3 There were a number of very detailed and technical representations from some of the consultation bodies. Environment Agency, Severn Trent and Warwickshire County Council provided suggestions for strengthening Policy W5 and the majority of these comments have been incorporated into the revised policy in the Submission NDP.
- 6.4 Historic England were very supportive of the NDP. The response noted that *'HE are extremely supportive of both the content of the document and the vision and objectives set out in it. We particularly commend the use of historic characterization to provide a context and a sound evidence base for well thought out Plan policies.'* The response went on to advise that *'the Plan takes an exemplary approach to the historic environment.'*
- 6.5 Other Consultation Bodies including Network Rail, Highways England, the Coal Authority and Natural England provided standard responses or no comments on the NDP.
- 6.6 There were several supportive comments from local groups and clubs including Willoughby Society, Willoughby Thursday Club, Willoughby WI, the Village Hall Management Committee and Willoughby Cricket Club.
- 6.7 There were responses from 8 local parish councils and Daventry District Council which were generally supportive or provided no comments.
- 6.8 53 local residents and a local borough councillor submitted representations. The vast majority of these were very supportive of the NDP and several noted the hard work that had gone into the plan by members of the Steering Group. Some of the comments suggested detailed wording changes to policies and supporting text and there have been several resulting changes to the Submission Plan.

## Appendices

## Appendix 1 Copy of Parish Council Survey, 2017



Willoughby Parish Council

This is a survey from Willoughby Parish Council to find out if there is support in the community for a Neighbourhood Plan. Please take a minute to complete the survey as it is important.

We already have a Parish Plan and a Village Design Statement in place however, a Neighbourhood Plan carries more weight to influence planning decisions in and around our village. Rugby Borough Council have to acknowledge and respect the views expressed in a Neighbourhood Plan when taking planning decisions that will affect us as a community.

A Neighbourhood Plan does not mean you can prevent development but you can influence where development should take place and what type of development.

At the present time, Willoughby is classed as a local needs settlement, so any development would be small scale

You may feel that the plans we have in place are adequate, or you may feel we should work towards a Neighbourhood Plan.

If the majority of villagers opt for a Neighbourhood Plan, there will be a need to set up a committee of Village residents to take the lead in developing the plan. There will need to be a substantial amount of work over the next 2 years or so to get a plan in place.

Please indicate below if you prefer a Neighbourhood Plan or, if you feel the plan we have in place is adequate..

Please also indicate if you would be willing to join the committee or if you have particular skills that would help in the development of the plan should the majority of villagers vote for a Neighbourhood Plan.

I believe we need a Neighbourhood Plan. Yes / No

I believe the plans we have in place are adequate. Yes / No

I would like to be on the Committee. Yes / No.... I have skills to help the committee. Yes / No

Name.....

Address.....

This survey will be collected from you.

## Appendix 2 Issues and Options Publicity

Rugby Advertiser - Copy of item in District Diary on 10 May 2018

# RUGBY ADVERTISER

THURSDAY, MAY 10, 2018

## ● District diary

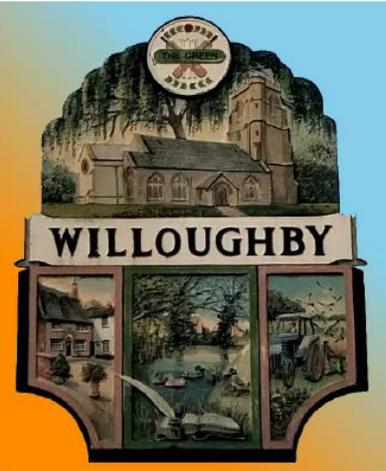
### WILLOUGHBY

#### Neighbourhood plan

The initial consultation for the Willoughby Neighbourhood Development Plan is taking place until June 3. An Issues and Options document has been prepared for the consultation and a summary and questionnaire based on this has been circulated to all residents and stakeholders in the Neighbourhood Plan Area. Everyone with an interest in Willoughby Parish is invited to an open day for the Neighbourhood Plan Day, on May 16 from 10am-9pm in the Village Hall. People can share their ideas about what should

be protected and how the parish should develop. After the initial consultation, the Steering Group will consider all responses and start preparing the First Draft Neighbourhood Development Plan for the next consultation. For more information, visit [www.willoughbyparishcouncil.org/neighbourhood-plan](http://www.willoughbyparishcouncil.org/neighbourhood-plan)

Copy of Flyer - 1 May 2018

 <p><b>Your Parish</b> <b>Your Plan</b></p>	<p style="text-align: center;"><b>YOUR</b> <b>NEIGHBOURHOOD DEVELOPMENT PLAN</b></p> <p>The <i>Summary &amp; Questionnaire</i> with this flyer is the first consultation with you to find out what planning policies you think are important for the future development of Willoughby.</p> <p>Please come to the <b>Neighbourhood Plan Day</b> at the Village Hall on Wednesday, 16 May 2018 anytime from 10.00 am to 9.00 pm. and share your ideas.</p> <p>Please <b>complete the questionnaire</b> online at <a href="https://www.surveymonkey.co.uk/r/WilloughbyNDP">https://www.surveymonkey.co.uk/r/WilloughbyNDP</a> OR fill in the questionnaire delivered with this flyer by <b>Sunday, 3 June 2018.</b></p> <p style="text-align: right;">Please turn over</p>
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**YOUR NEIGHBOURHOOD DEVELOPMENT PLAN**

**We need you.**

We need you to tell us if the planning policies we are suggesting are going to protect and enhance what is important to you as well as support the development of homes, businesses and facilities you would like to see in your parish in the future.

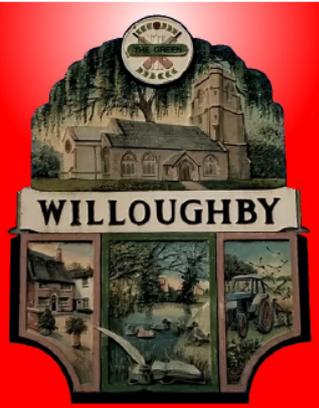
**Neighbourhood Plan Day**

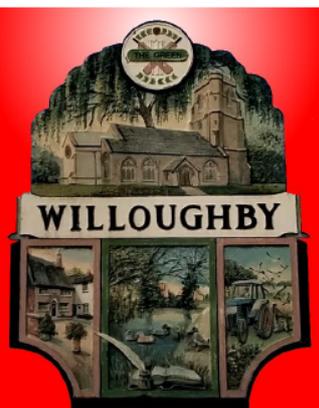
Bring your family, neighbours and friends in the parish. There will be lots of displays and refreshments. Your Steering Group will be there all day to provide more information and to answer questions.

**Practical matters!**

Please note that only one questionnaire can be completed per computer, but you can complete additional paper copies and either post them in the letterboxes listed in your *Summary & Questionnaire* document or give them to members of the Steering Group.

Copy of Flyer about Summary and Questionnaire Deadline - 23 May 2018

 <p><b>Your Parish</b> <b>Your Views</b> <b>Your Plan</b></p>	<p><b>YOUR</b> <b>NEIGHBOURHOOD DEVELOPMENT PLAN</b></p> <p><b>Initial Consultation</b> <b>The deadline is Sunday, 3 June 2018.</b> <b>Don't forget.</b> <b>We want to know what YOU think.</b></p> <p><b>Complete the questionnaire online</b> at <a href="https://www.surveymonkey.co.uk/r/WilloughbyNDP">https://www.surveymonkey.co.uk/r/WilloughbyNDP</a></p> <p><b>OR Fill in your paper questionnaire</b> and return it to one of the letterboxes listed</p>
--	---

 <p><b>Your Parish</b> <b>Your Views</b> <b>Your Plan</b></p>	<p><b>YOUR</b> <b>NEIGHBOURHOOD DEVELOPMENT PLAN</b></p> <p><b>Initial Consultation</b> <b>The deadline is Sunday, 3 June 2018.</b> <b>Don't forget.</b> <b>We want to know what YOU think.</b></p> <p><b>Complete the questionnaire online</b> at <a href="https://www.surveymonkey.co.uk/r/WilloughbyNDP">https://www.surveymonkey.co.uk/r/WilloughbyNDP</a></p> <p><b>OR Fill in your paper questionnaire</b> and return it to one of the letterboxes listed</p>
--	---

Copies of Posters

Poster 1

# **Willoughby Needs You.**

**We need you to complete the Issues & Options Questionnaire delivered to you recently. This can also be done on line. The flyer with the questionnaire gives you more information. And please come to the open day on 16th May in the Village Hall.**

**We need your help. !!!!!**

Poster 2

# WILLOUGHBY Neighbourhood Plan



## Your Neighbourhood Development Plan

We need you to complete the Issues & Options Questionnaire delivered to you recently. This can be done on line.

The flyer with the questionnaire gives you more information.

And please come to the Open Day on the 16th May in the Village Hall.

We need your help !!!!!

## Appendix 3 First Draft Plan Publicity

Rugby Advertiser - Copy of news article and item in District Diary on 4 October 2018

www.rugbyadvertiser.co.uk THURSDAY, OCTOBER 4, 2018



### LILBOURNE JUMBLE SALE IN AID OF VILLAGE CHURCH

The usual autumn jumble sale will take place in Lilbourne this weekend. The sale takes place on Saturday October 6 at Lilbourne Village Hall, in Station Road (CV23 0SX), and begins at 1pm. Adult entry is 30p. There will be refreshments available. This is All Saints' Church's autumn 'jumble' and the organisers say that there is usually some good items at rock-bottom prices. All saleable donations will be gratefully received, at the hall from 10am to noon on the Saturday, or earlier by arrangement. Phone 01788 860742 for further information. There is wheelchair-friendly access, and toilet facilities. The sale will be raising money for the All Saints' Church repair and maintenance funds.

### WILLOUGHBY CONSULTATION ON DRAFT PLAN

A first draft of the Neighbourhood Development Plan (NDP) for Willoughby will be shown to the public for consultation this month. The document sets out draft planning policies to shape new development in Willoughby parish up to 2031. The consultation on the draft NDP is taking place from October 8 to November 4. A summary of the plan and a questionnaire have been circulated to all residents and stakeholders in the Neighbourhood Plan Area. Everyone with an interest in Willoughby Parish is invited to an open day on October 17, from 4pm to 8pm in the village hall. After the consultation, the steering group will consider all responses and revise the NDP for a formal consultation later in 2018 or early 2019.

### POLICE 30 KNIVES TAKEN OFF RUGBY'S STREETS

Thirty knives have been taken off the streets of Rugby following a week-long knife surrender campaign. The Save a Life, Surrender Your Knife campaign began on September 18 and was part of the national Operation Sceptre knife awareness campaign. Knife surrender bins were placed at Rugby, Leamington Spa, Nuneaton and Stratford police stations.

## ● District diary

### WILLOUGHBY

#### Development plan

A First Draft Neighbourhood Development Plan (NDP) has been prepared following the consultation on Issues and Options in the summer. The plan sets out draft planning policies to shape new development in Willoughby parish up to 2031.

The consultation on the First Draft NDP is taking place from October 8 to November 4. A summary of the plan and a Questionnaire have been circulated to all residents and stakeholders in the Neighbourhood Plan Area.

Everyone with an interest in Willoughby Parish is invited to an open day, the Second Neighbourhood Plan Day, on October 17, from 4pm to 8pm in the village hall.

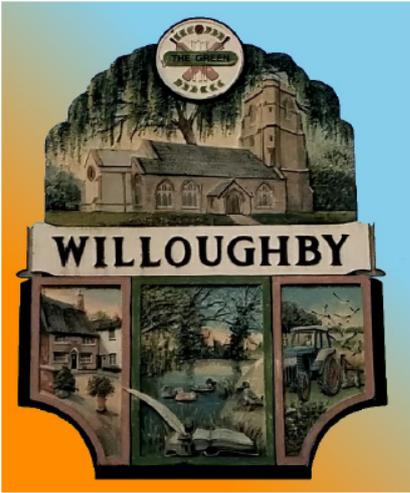
Please come and join us to ask questions and to tell us what you think.

After the consultation, the steering group will consider all submitted responses and revise the First Draft NDP for formal public consultation (regulation 14) later in 2018 or in early 2019.

For more information and to read the plan, please go to the Willoughby Neighbourhood Plan website at <https://www.willoughbyparishcouncil.org/development-plan>

[www.willoughbyparishcouncil.org/development-plan](https://www.willoughbyparishcouncil.org/development-plan)

Copy of Flyer - 10 October 2018

 <p><b>Your Parish</b> <b>Your Plan</b></p>	<p><b>YOUR FIRST DRAFT NEIGHBOURHOOD DEVELOPMENT PLAN</b></p> <p><b>Neighbourhood Plan Day</b> Please come to the Village Hall on <b>17 October 2018</b> anytime from 4.00 to 8.00 pm to ask questions and to share your ideas.</p> <p>Please <b>complete the questionnaire</b> online at <a href="https://www.surveymonkey.co.uk/r/WilloughbyNDP2">https://www.surveymonkey.co.uk/r/WilloughbyNDP2</a> OR fill in the paper questionnaire delivered to you by <b>Sunday, 4 November 2018.</b></p> <p><b>Please turn over</b></p>
--	---

**YOUR NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)**

**About the First Draft NDP**  
The plan sets out draft planning policies to shape new development in Willoughby parish up to 2031. Please go through the proposed policies carefully and let us know what else we need to consider before redrafting the plan for the next round of consultation.

**Neighbourhood Plan Day**  
Bring your family, neighbours and friends in the parish. There will be displays and refreshments. Your Steering Group will be there to provide more information and to answer questions.

**Practical matters!**  
Please note that only one questionnaire can be completed per computer, but you can complete additional paper copies and either post them in the letterboxes listed in your *Summary* document or give them to members of the Steering Group.

**Copy of Poster - 10 October 2018**

## Your Neighbourhood Development Plan

We need you to complete the Consultation Questionnaire delivered to you recently. This can also be done on line.

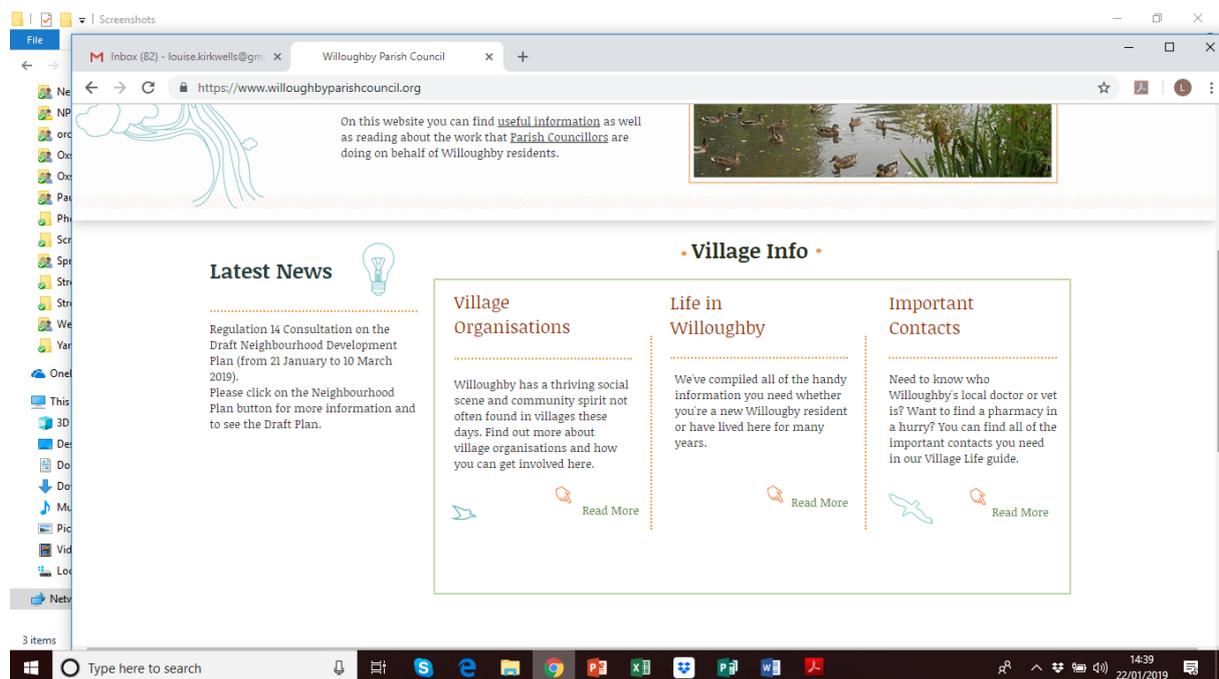
And please come to the Open Day on Wednesday the 17th October from 4pm till 8pm in the Village Hall.



Your opinion matters as it is your input that will shape the future of where we live for future generations..

# Appendix 4 Regulation 14 Public Consultation

## Screenshots of Willoughby NDP Website



The screenshot shows the homepage of the Willoughby Parish Council website. The main heading is 'WILLOUGHBY Parish Council'. Below this is a navigation menu with tabs for 'Home', 'About Willoughby', 'Parish Council', 'Neighbourhood Plan', and 'Village Life'. The 'Neighbourhood Plan' tab is selected. The main content area is titled 'Neighbourhood Plan' and features a large graphic with the text 'WILLOUGHBY Neighbourhood Development Plan Our Plan Our Future'. To the right, under the heading 'KEY DOCUMENTS', there is a section for 'CURRENT CONSULTATION (REGULATION 14)' with the following links: 'Draft Neighbourhood Development Plan.pdf', 'Letter To Consultees.pdf', 'Online Representation Form', and 'English Heritage Advice Note September 2011.pdf'.

This screenshot shows an update on the website dated 15 January 2019. The heading is 'UPDATE 15 January 2019'. The text reads: 'Formal Public Consultation on the Willoughby Draft Neighbourhood Development Plan (Regulation 14) - from 21 January to 10 March 2019.' It states that the council has published the 'Willoughby Draft Neighbourhood Development Plan (NDP)' for formal public consultation, following extensive informal consultation in 2018. It mentions that the draft NDP and supporting documents are available under 'Key Documents'. The text also refers to a 'Letter to Consultees' on the right side of the page, which outlines the consultation process. At the bottom, it notes that letters and representation forms will be distributed from January 14, 2019, and emphasizes that the NDP is still a draft. On the right side of the page, the 'KEY DOCUMENTS' list is updated to include: 'Online Representation Form', 'English Heritage Advice Note September 2011.pdf', 'Flood Risk Report 2018.pdf', 'Final SEA Screening Determination.pdf', 'Planning Policy Assessment January 2019.', 'First Draft Plan - Responses and Revisions (30 November 2018)', 'First Draft NDP - Full Report (14 November 2018)', 'First Draft NDP - Summary Report (14 November 2018)', and 'First Draft Neighbourhood Plan (October 2018)'.

# Willoughby NDP Consultation Statement

consultation and the next steps once the consultation finishes. Please read the letter carefully before making your representations, particularly with reference to the use of your personal details.

Letters and Representation Forms will be hand-delivered, posted or emailed during the week beginning 14 January 2019 to all those who may have an interest in planning policies for the Willoughby Neighbourhood Plan Area. It is important to emphasise that the Willoughby Draft NDP is still just that - a draft. Please go through the NDP carefully and let us know what else we need to consider before revising the plan for the next round of consultation.

Please return your comments and representations on the Draft NDP to us by 5pm on **Sunday, 10 March 2019**.

### Next Steps

After this formal public consultation, the NDP will be amended and submitted to Rugby Borough Council together with supporting documentation, including a Basic Conditions Statement and a Consultation Statement.

Rugby Borough Council will then re-consult, before the Plan is subjected to an Examination by an Independent Examiner.

Further information on the Rugby Borough Local Plan and information about the previous steps in the Willoughby Neighbourhood Plan process can be found at [https://www.rugby.gov.uk/info/20004/planning\\_strategy](https://www.rugby.gov.uk/info/20004/planning_strategy).

### Get in touch with the Steering Group

Talk to us when you see us or email us at [mywndp@gmail.co.uk](mailto:mywndp@gmail.co.uk)

First Draft NDP - Full Report (14 November 2018)

First Draft NDP - Summary Report (14 November 2018)

First Draft Neighbourhood Plan (October 2018)

First Draft Neighbourhood Plan - Summary

First Draft Neighbourhood Plan - Questionnaire

---

Issues & Options Questionnaire - Full Report (23 July 2018).pdf

Issues & Options Questionnaire - Summary Report (23 July 2018).pdf

Issues & Options - Responses and Revisions (23 July 2018).pdf

Initial Consultation - Progress Report (14 June 2018).pdf

Issues and Options - Summary & Questionnaire (7 May 2018).pdf

Rugby Borough Council will then re-consult, before the Plan is subjected to an Examination by an Independent Examiner.

Further information on the Rugby Borough Local Plan and information about the previous steps in the Willoughby Neighbourhood Plan process can be found at [https://www.rugby.gov.uk/info/20004/planning\\_strategy](https://www.rugby.gov.uk/info/20004/planning_strategy).

### Get in touch with the Steering Group

Talk to us when you see us or email us at [mywndp@gmail.co.uk](mailto:mywndp@gmail.co.uk)

We will do our best to answer questions and to provide you with information.

---

### Previous updates

Update14November2018.pdf

Update27September2018.pdf

Update23July2018.pdf

Update18June2018.pdf

Update1May2018.pdf

Issues & Options Questionnaire - Summary Report (23 July 2018).pdf

Issues & Options - Responses and Revisions (23 July 2018).pdf

Initial Consultation - Progress Report (14 June 2018).pdf

Issues and Options - Summary & Questionnaire (7 May 2018).pdf

Issues and Options - Full Document (7 May 2018).pdf

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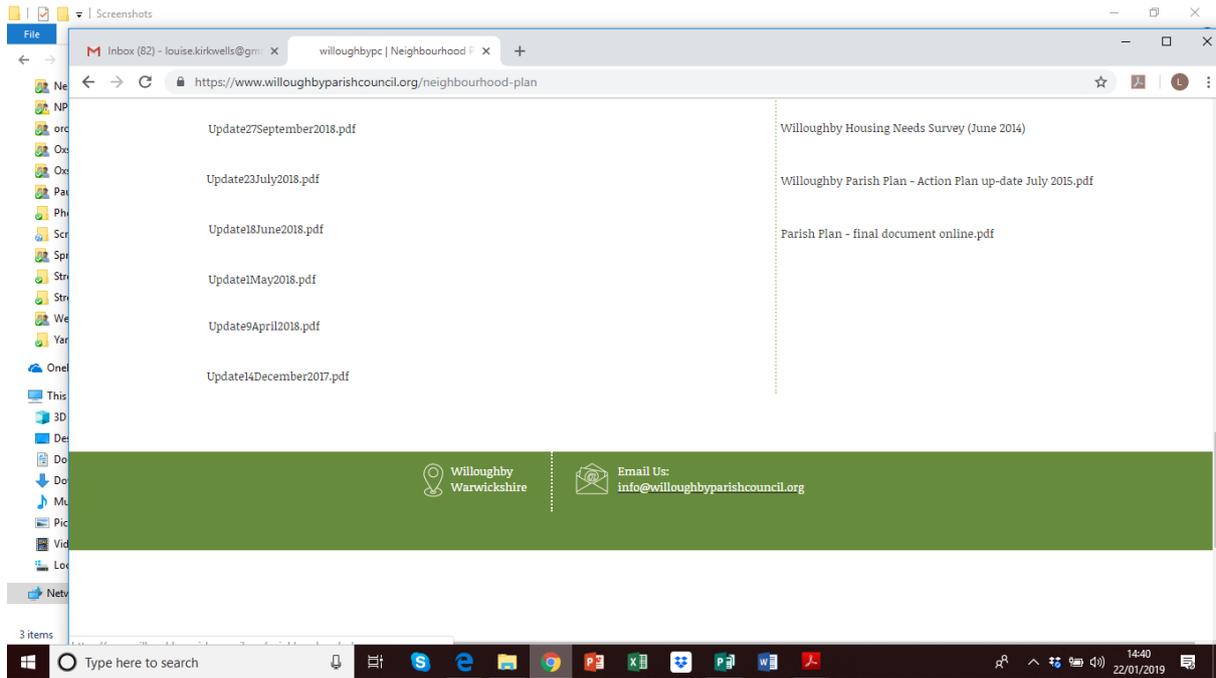
Willoughby Village Design Statement 2016-WEBc.pdf

Willoughby Housing Needs Survey (June 2014)

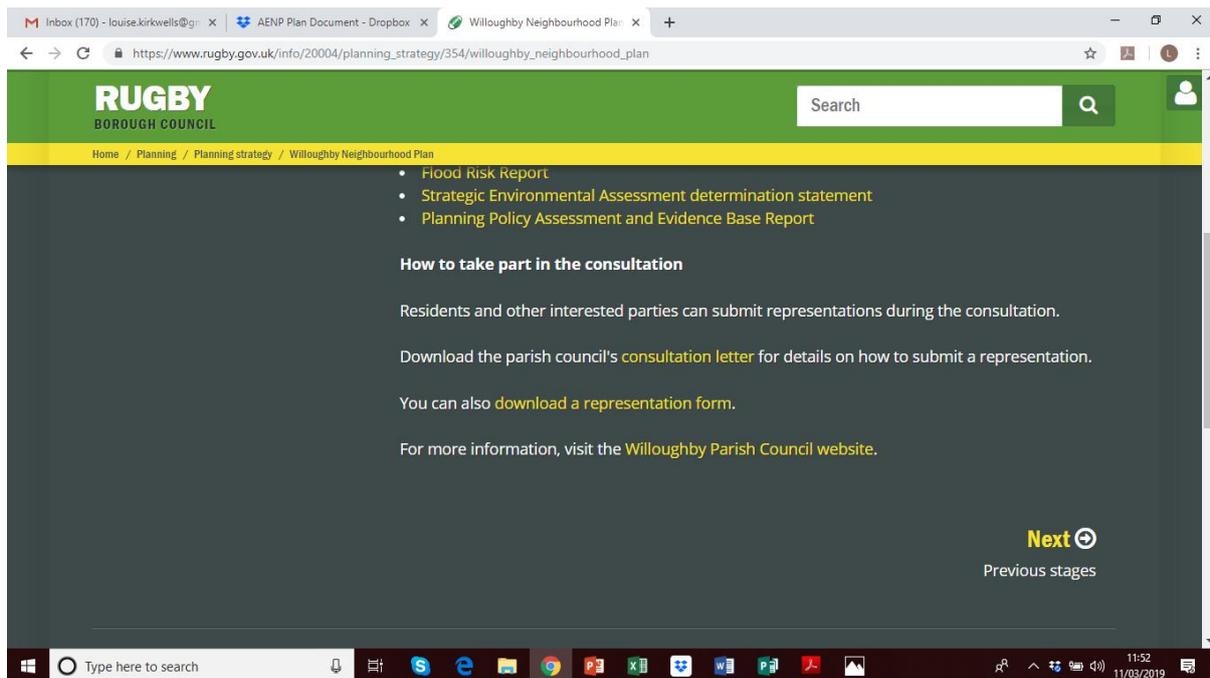
Willoughby Parish Plan - Action Plan up-date July 2015.pdf

Parish Plan - final document online.pdf

# Willoughby NDP Consultation Statement



## Screenshots of Rugby Borough Council Website



## List of Consultation Bodies and Consultees

**Local planning authority, county council or parish council any part of whose area is in or adjoins the area of the local planning authority.**

Rugby Borough Council  
Warwickshire County Council  
Leicestershire County Council  
Northamptonshire County Council  
Warwick District Council  
Stratford District Council  
Daventry District Council  
Harborough District Council  
Coventry City Council  
Hinckley and Bosworth Borough Council  
Blaby District Council  
Nuneaton and Bedworth Borough Council

### Rugby Parish Councils

Ansty  
Binley Woods  
Birdingbury  
Bourton and Draycote  
Brandon and Bretford  
Brinklow  
Burton Hastings  
Cawston  
Church Lawton  
Churchover  
Clifton upon Dunsmore  
Combe Fields  
Cosford  
Dunchurch  
Easenhall  
Frankton  
Grandborough  
Harborough Magna  
Kings Newnham  
Leamington Hastings  
Long Lawford  
Marton  
Monks Kirby  
Newton and Biggin  
Pailton

Princethorpe  
Ryton on Dunsmore  
Shilton and Barnacle  
Stretton Baskerville  
Stretton Dunsmore  
Stretton under Fosse  
Thurlaston  
Wibtoft  
Willey  
Withybrook  
Wolfhampcote  
Wolston  
Wolvey

Parish Councils adjoining Rugby

Cubbington  
Stoneleigh and Ashow  
Radford Semele  
Claybrook Parva  
Ullesthorpe  
Bitteswell with Bittesby  
Lutterworth  
Cotesbach  
Shawell  
Catthorpe  
Burbage  
Higham on the Hill  
Wigston Parva  
Sharnford  
Long Itchington  
Stockton  
Napton on the Hill  
Fenny Compton  
Kilsby  
Barby and Onley  
Braunston  
Staverton  
Sibbertoft  
Crick  
Lilbourne  
Catesby

**The Coal Authority**  
**Homes England**  
**Natural England**

**Environment Agency**  
**Historic England**  
**Network Rail**

**Any person to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003**

British Telecom  
O2  
Vodafone and O2  
EE  
Three

**Where it exercises functions in any part of the neighbourhood area a Primary Care Trust established under section 18 of the National Health Service Act 2006 or continued in existence by virtue of that section**

Coventry and Warwickshire Partnership NHS Trust  
Primary Care, Arden, Herefordshire & Worcestershire Area Team, NHS England

**Where it exercises functions in any part of the neighbourhood area a person to whom a licence has been granted under section 6(1)(b) and (c) of the Electricity Act 1989**

National Grid  
EDF Energy  
Scottish Power  
EON  
Npower  
SSE

**Where it exercises functions in any part of the neighbourhood area a person to whom a licence has been granted under section 7(2) of the Gas Act 1986**

British Gas

**Where it exercises functions in any part of the neighbourhood area a sewerage undertaker**

Severn Trent

**Voluntary bodies some or all of whose activities benefit all or any part of the neighbourhood area**

Rugby Ramblers Association  
Rethink  
Rugby Food Bank  
The Rotary Club  
Hope4Rugby  
Friends of Brooke School  
Warwickshire Wildlife Trust  
Warwickshire Community and Voluntary Action

**Bodies which represent the interests of different racial, ethnic or national groups in the neighbourhood area**

Warwickshire Race Equality Partnership

**Bodies which represent the interests of different religious groups in the neighbourhood area**

Together

HCPT

**Bodies which represent the interests of persons carrying on business in the neighbourhood area**

Coventry and Warwickshire Growth Hub

Coventry and Warwickshire Local Enterprise Partnership

**Bodies which represent the interests of disabled persons in the neighbourhood area**

New Directions

Coventry and Warwickshire Mind

The Hoskyn Centre

**Non-Resident Landowners**

**Elected Representatives**

**Local Organisations and Groups**

Willoughby Society

The Willoughby Thursday Club

Willoughby Charity

Willoughby Educational Foundation

Parochial Church Council

Willoughby Women's Institute

Village Hall Management Committee

Willoughby Cricket Club

Parish Council

**Businesses In Willoughby Parish - Non Resident Owners**

**Residents in Willoughby Parish**

## Letter to Parish Councils

### WILLOUGHBY PARISH COUNCIL

Parish Councils adjoining Rugby Borough

Dear Consultee

**Notification of Formal Public Consultation on the Willoughby Draft Neighbourhood Development Plan (NDP) (Regulation 14 Town and Country Planning, England, Neighbourhood Planning (General) Regulations 2012)**

I am writing to advise you that we are consulting on the Willoughby Draft Neighbourhood Development Plan (NDP) before it is submitted to Rugby Borough Council for further consultation.

The Draft Plan has been prepared by a Neighbourhood Plan Steering Group on behalf of the Parish Council, building on extensive informal public consultation and engagement during 2018. We would now appreciate your views on the Plan. If you agree with the Plan, please let us know. If you disagree with anything, we need to know so that we can take this into account and make amendments where appropriate.

**How to see a copy of the Willoughby Draft NDP**

The Draft Plan and other supporting documents can be viewed and downloaded from the Neighbourhood Plan website: <https://www.willoughbyparishcouncil.org/neighbourhood-plan>

Paper copies of the Draft Plan and paper Representation Forms will be provided on request. Please ask:

*Mike Thomas*, Chair of the Parish Council,  
Church View, Lower Street, Willoughby, Rugby, CV23 8BX or

*Brian Hall*, Member of the NDP Steering Group,  
Barrowfield, 19 Lower Street, Willoughby, Rugby, CV23 8BX or

By email to [mywndp@gmail.com](mailto:mywndp@gmail.com)

**How to comment or make representations**

You can do this in a number of ways:

- using the online *Representation Form* at the Neighbourhood Plan website
- on a paper *Representation Form* (please print or request more copies, if needed)
- by email to [mywndp@gmail.com](mailto:mywndp@gmail.com)
- in writing

Comments and representations must include your name and address. Your name will be published alongside your representation in the Consultation Statement. All other personal information submitted, including addresses and phone numbers, will not be made public but be retained by the Parish Council until the Examination process has been completed and then destroyed.

If you are using paper *Representation Forms* or commenting in writing, please return these to:

*Maggie Beech*, Chair of the NDP Steering Group,  
The Leys, Woolscott Road, Willoughby, Rugby, CV23 8DA  
Email: [mywndp@gmail.com](mailto:mywndp@gmail.com) or

*Mike Thomas*, Chair of the Parish Council,  
Church View, Lower Street, Willoughby, Rugby, CV23 8BX  
Email: [mywndp@gmail.com](mailto:mywndp@gmail.com)

#### **Consultation Period**

The consultation runs for 7 weeks from 21 January to 10 March 2019. Your comments and representations must reach us **by 5pm on Sunday, 10 March 2019**.

#### **Information about your personal details, if you make comments or representations**

When we submit the plan we would like to share your personal information including your name, address and email (where available) with Rugby Borough Council. This will enable them to notify you about the next stage of consultation on the submission version of the plan.

To comply with the requirements of the recent Data Protection legislation, you will need to give your consent for your details to be passed on to Rugby Borough Council. If you respond using the Representation Form there is a box to tick to indicate your consent. If you respond by email or letter please indicate that you consent for your personal details to be provided to Rugby Borough Council.

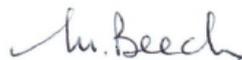
If you do not give your consent, then Rugby Borough Council will not be able to write to you directly about the next stage of the neighbourhood planning process - the Regulation 16 consultation.

#### **Next Steps**

After this formal public consultation, the NDP will be amended and submitted to Rugby Borough Council together with supporting documentation, including a Basic Conditions Statement and a Consultation Statement. Rugby Borough Council will then re-consult, before the Plan is subjected to an Examination by an Independent Examiner.

If you require any further information, please contact Maggie Beech or Mike Thomas at the addresses above or email: [mywndp@gmail.com](mailto:mywndp@gmail.com)

Yours faithfully



Maggie Beech  
Chair of the NDP Steering Group

## Copy of Covering Email



Mike Thomas <mywndp@gmail.com>

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### Willoughby Neighbourhood Development Plan - Formal Consultation (Regulation 14)

1 message

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Mike Thomas <mywndp@gmail.com>  
To: peter.boland@historicengland.org.uk

Fri, Jan 18, 2019 at 12:26 PM

Dear Consultee

**Notification of Formal Public Consultation on the Willoughby Draft Neighbourhood Development Plan (NDP) (Regulation 14 Town and Country Planning, England, Neighbourhood Planning (General) Regulations 2012)**

I am writing to advise you that we are consulting on the Willoughby Draft Neighbourhood Development Plan before it is submitted to Rugby Borough Council for further consultation. The consultation is taking place from 21 January to 10 March 2019.

The *Letter To Statutory Consultation Bodies* attached tells you where you can read a copy of the Draft NDP, how you can comment and, if you do comment, how personal details will be used. Please read the letter carefully before making your comments or representations. I also attach a Representation Form so that you can see the kind of information required.

If you agree with the Plan, please let us know. If you disagree with anything, please let us know so that we can take this into account and make amendments where appropriate. Your comments and representations must reach us by 5pm on Sunday, 10 March 2019.

For further information, please go to <https://www.willoughbyparishcouncil.org/neighbourhood-plan> or email me.

Yours faithfully

Maggie Beech

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**2 attachments**

 **LetterToStatutoryConsultationBodies.pdf**  
171K

 **WNDPRepresentationForm.pdf**  
126K

## Copy of Letter to Residents, Business Owners and Landowners

### WILLOUGHBY PARISH COUNCIL

Residents and Business Owners in Willoughby Parish  
Non-Resident Landowners

Dear Consultee

**Notification of Formal Public Consultation on the Willoughby Draft Neighbourhood Development Plan (NDP) (Regulation 14 Town and Country Planning, England, Neighbourhood Planning (General) Regulations 2012)**

I am writing to advise you that we are consulting on the Willoughby Draft Neighbourhood Development Plan (NDP) before it is submitted to Rugby Borough Council for further consultation.

Your involvement in developing the Plan throughout 2018 has been invaluable and we hope you will look at this latest version and give us your views. If you agree with the Plan, please let us know. If you disagree with anything, we need to know so that we can take this into account and make amendments where appropriate.

#### **How to see a copy of the Willoughby Draft NDP**

The Draft Plan and other supporting documents can be viewed and downloaded from the Neighbourhood Plan website: <https://www.willoughbyparishcouncil.org/neighbourhood-plan>

Paper copies of the Draft Plan and paper Representation Forms will be provided on request. Please ask:

*Mike Thomas*, Chair of the Parish Council,  
Church View, Lower Street, Willoughby, Rugby, CV23 8BX or

*Brian Hall*, Member of the NDP Steering Group,  
Barrowfield, 19 Lower Street, Willoughby, Rugby, CV23 8BX or

By email to [mywndp@gmail.com](mailto:mywndp@gmail.com)

#### **How to comment or make representations**

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- using the online *Representation Form* at the Neighbourhood Plan website
- on a paper *Representation Form* (please print or request more copies, if needed)
- by email to [mywndp@gmail.com](mailto:mywndp@gmail.com)
- in writing

Comments and representations must include your name and address. Your name will be published alongside your representation in the Consultation Statement. All other personal information submitted, including addresses and phone numbers, will not be made public but be retained by the Parish Council until the Examination process has been completed and then destroyed.

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The Leys, Woolscott Road, Willoughby, Rugby, CV23 8DA  
Email: [mywndp@gmail.com](mailto:mywndp@gmail.com) or

*Mike Thomas*, Chair of the Parish Council,  
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#### **Consultation Period**

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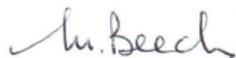
If you do not give your consent, then Rugby Borough Council will not be able to write to you directly about the next stage of the neighbourhood planning process - the Regulation 16 consultation.

#### **Next Steps**

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If you require any further information, please contact Maggie Beech or Mike Thomas at the addresses above or email: [mywndp@gmail.com](mailto:mywndp@gmail.com)

Yours faithfully



Maggie Beech  
Chair of the NDP Steering Group

**Copy of Representation Form**

**Willoughby Draft Neighbourhood Development Plan (NDP)**

**Public Consultation 21 January to 10 March 2019**

**Representation Form**

**PLEASE COMPLETE AND RETURN ONE FORM FOR EVERY COMMENT MADE**

Office Use Only Consultee No. Representation No.
--

Name	
Organisation	
Address	
Email	
Tel. No.	

To which part of the Willoughby Draft Neighbourhood Development Plan does your representation refer?

Page Number	
Paragraph Number	
Policy Number	

Are you supporting, objecting or making a comment? (Please Tick )

Support	
Object	
Making a Comment	

**Data Protection - please indicate your choice with a tick.**

I do consent to my contact details being provided to Rugby Borough Council so that they can keep me informed about the next stages in the NDP process.	
I do not consent to my contact details being provided to Rugby Borough Council.	

**Please use the box below and the next page for any comments.**

**Thank you for your time and interest.**

**Please return this form by 5pm on Sunday, 10 March 2019 to:**

Maggie Beech, Chair of the NDP Steering Group,  
The Leys, Woolscott Road, Willoughby, Rugby, CV23 8DA  
Email: [mywndp@gmail.com](mailto:mywndp@gmail.com)

OR

Mike Thomas, Chair of the Parish Council,  
Church View, Lower Street, Willoughby, Rugby, CV23 8BX  
Email: [mywndp@gmail.com](mailto:mywndp@gmail.com)

For further information and to read the Willoughby Draft Neighbourhood Plan, please go to <https://www.willoughbyparishcouncil.org/neighbourhood-plan>

www.rugbyadvertiser.co.uk

THURSDAY, JANUARY 17, 2019



### FIRE SERVICE CHILDREN FREED FROM LOCKED CAR

Fire crews were sent out on Saturday night to reports of children being locked in a car. The call was received by fire control at 8.51pm. Two children were locked in the car off Leicester Road, Rugby. A fire engine from Rugby Fire Station was dispatched to the incident. Firefighters gained access to the car and the children were released unharmed.

### WILLOUGHBY NEIGHBOURHOOD PLAN MOVES TO NEXT STAGE

Willoughby Parish Council has now published the Draft Neighbourhood Development Plan (NDP) covering the village for formal public consultation. Letters inviting views on the Draft Plan have been distributed to all those who may have an interest in planning policies for the Willoughby Neighbourhood Plan Area. All comments and representations must be submitted by 5pm on Sunday March 10. After this formal public consultation, the feedback will be considered and the NDP will be amended where appropriate before it is submitted to Rugby Borough Council (RBC). RBC will then re-consult, before it is subjected to an independent examiner who ensures it is sound and complies with wider policies.

### BREXIT HOW MPS VOTED IN KEY BREXIT DEBATE

Rugby's MP Mark Pawsey voted in favour of Theresa May's Brexit deal on Tuesday night. He was joined in voting yes by Jeremy Wright, the Conservative MP for the Kenilworth and Southam constituency which covers places including Dunchurch, Ryton-on-Dunsmore and Napton. The MP for Barby, Kilsby and other villages over the border in Northamptonshire - Chris Heaton-Harris who is a member of the Government as Parliamentary Under-Secretary of State in the Department for Exiting the European Union - also voted in favour of the deal. The Commons as a whole voted against the deal - 202 for to 432 against. The vote of confidence in the Government came after this paper went to press.

## ● District diary

### WILLOUGHBY Parish council

Following extensive informal public consultation during 2018 and substantial revisions and updating of the plan, Willoughby Parish Council has now published the Draft Neighbourhood Development Plan (NDP) for formal public consultation.

Letters inviting views on the Draft Plan have been distributed to all those who may have an interest in planning policies for the Willoughby Neighbourhood Plan Area.

All comments and representations must be submitted by 5pm on Sunday, 10 March. After this formal public consultation, the NDP will be amended and submitted to Rugby Borough Council (RBC). RBC will then re-consult, before the Plan is subjected to an Independent Examiner. For more information see [www.willoughbyparishcouncil.org/neighbourhood-plan](http://www.willoughbyparishcouncil.org/neighbourhood-plan)

Copy of Poster - 27 February 2019

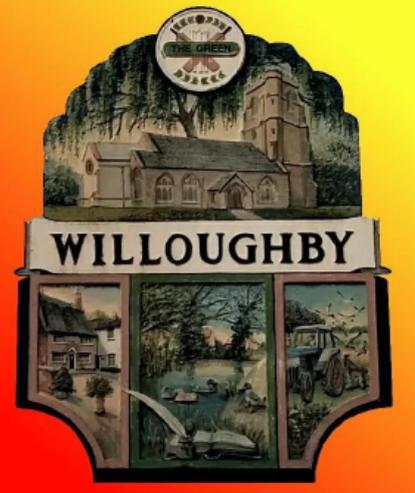


# Willoughby Neighbourhood Development Plan

2019 - 2031

**Public Consultation Ends 10th March.  
Please let us have your comments on  
the forms posted through your door,  
by letter or at [mywndp@gmail.com](mailto:mywndp@gmail.com)**

Copy of Flyer - 28 February 2019

 <p><b>Your Parish</b> <b>Your Plan</b></p>	<p style="text-align: center;"><b>YOUR</b> <b>NEIGHBOURHOOD DEVELOPMENT PLAN</b></p> <p><b>REMINDER:</b> The formal consultation on the NDP ends at <b>5pm on Sunday, 10 March 2019.</b></p> <p>If you support the plan and all the work that has gone into producing it, please let us know. When the plan reaches the Examiner it is very important that (s)he sees your definite support in writing at this formal stage of the consultation process.</p> <p>Please, could you spare a little time to show your support for the NDP by sending your comments to us in one of the ways given over the page. Equally, if you disagree with anything, please do let us know.</p> <p style="text-align: right;"><b>Please turn over</b></p>
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**YOUR NEIGHBOURHOOD DEVELOPMENT PLAN**

1. Email your comments to [mywndp@gmail.com](mailto:mywndp@gmail.com)
2. Write a note or letter to  
Mike Thomas, Church View, Lower St., Willoughby, CV23 8BX or  
Maggie Beech, The Leys, Woolscott Road, Willoughby, CV23 8DA
3. Go online and fill in the form at <https://tinyurl.com/Reg14RepresentationForm>
4. Fill in the paper form we delivered to you.

(Note: If you wish to use the form to show your support for the whole plan, just write All against the Page Number or the Policy Number box and make any comments on Page 2.)

**VERY IMPORTANT:** Please remember to include your name and address (and email, if available) and to let us know if you consent to this information being shared with Rugby Borough Council.

For more information, please go to <https://www.willoughbyparishcouncil.org/neighbourhood-plan> or ask Mike Thomas or Brian Hall for a copy of the NDP - it is an important and interesting document about your parish.

**Copy of Letter to non-resident landowners, local groups/organisations and statutory consultees -  
23 to 25 February 2019**

**WILLOUGHBY PARISH COUNCIL**

Landowner's Name and Address
or
Name of Local Group/Organisation
or
Name and Address of Statutory Consultee

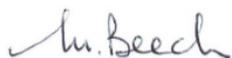
Dear XXX

**Formal Public Consultation on the Willoughby Draft Neighbourhood Development Plan (NDP)  
(Regulation 14 Town and Country Planning, England, Neighbourhood Planning (General) Regulations  
2012)**

The formal consultation on the Willoughby NDP finishes in two weeks at 5pm on Sunday, 10 March 2019. We welcome comments and representations on the plan and hope you will let us know if you support the plan and if there is anything you disagree with so that we can take this into account in the next revision of the plan before submission to Rugby Borough Council.

The Draft Plan and other supporting documents can be viewed and downloaded from the Neighbourhood Plan website: <https://www.willoughbyparishcouncil.org/neighbourhood-plan>

Yours sincerely



Maggie Beech  
Chair - NDP Steering Group

**Copy of Email to non-resident landowners and statutory consultees - 23 to 25 February 2019**



Mike Thomas <mywndp@gmail.com>

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**Willoughby Neighbourhood Development Plan - Formal Consultation (Regulation 14)**

**Mike Thomas** <mywndp@gmail.com>  
To: anne-marie.mclaughlin@environment-agency.gov.uk

Sat, Feb 23, 2019 at 11:24 AM

Dear Consultee

**Formal Public Consultation on the Willoughby Draft Neighbourhood Development Plan (NDP)  
(Regulation 14 Town and Country Planning, England, Neighbourhood Planning (General) Regulations 2012)**

The formal consultation on the Willoughby NDP finishes in two weeks at 5pm on Sunday, 10 March 2019. We welcome comments and representations on the plan and hope you will let us know if you support the plan and if there is anything you disagree with so that we can take this into account in the next revision of the plan before submission to Rugby Borough Council.

Yours faithfully

Maggie Beech  
Chair - NDP Steering Group  
[Quoted text hidden]

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**2 attachments**

 **LetterToStatutoryConsultationBodies.pdf**  
171K

 **WNDPRepresentationForm.pdf**  
126K

**Rugby Advertiser - Item in District Diary on 28 February 2019**



THURSDAY, FEBRUARY 28, 2019

**● District diary**

**WILLOUGHBY**

**Consultation**

Reminder to everyone who may have an interest in planning policies for the Willoughby Neighbourhood Plan Area. The formal consultation ends at 5pm on March 10 2019 and all representations must reach us by this date.

For more information on how to make representations and to read the Draft NDP, please go to the Neighbourhood Plan website at <https://www.willoughbyparishcouncil.org/neighbourhood-plan>



**Willoughby Parish Council**

**May 2019**