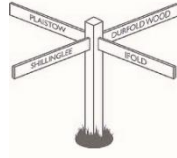


# STATEMENT OF CONSULTATION

## Plaistow and Ifold Parish Neighbourhood Plan 2023-2039



Appendix

**APPENDIX A** - Design Guidelines

**APPENDIX B** - Housing Needs Assessment

**APPENDIX C** - 2013 NP Statement of Consultation.

**APPENDIX I** - December 2023 Consultation Responses

**APPENDIX II**- APM May 24 Presentation

**APPENDIX III** – Minutes from NP Working Group Meeting January 25

**APPENDIX IV** – Local Green Spaces Consultation advertisement

**APPENDIX V** – APM May 25 Presentation

**APPENDIX VII** – Local Green Spaces Consultation January to March 25

**APPENDIX VIII** – December 2023 responses influence of consultation NP 2023

**APPENDIX IX** – NDHA Consultation Responses

**APPENDIX X** – Informal Summer 2025 Consultation Responses

**APPENDIX XI** – Informal Drop in Event and Online Consultation Autumn 2025 Comments and Responses

**APPENDIX XII – Regulation 14 Consultation Comments and Responses**

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## **1. Introduction**

In line with the National Planning Policy Framework (NPPF) and the Chichester District Council (CDC) Local Plan Key Policies 2021–2039, the Plaistow and Ifold Parish Council undertook the preparation of a Neighbourhood Plan (NP). This document outlines how consultation was carried out with residents, landowners, and stakeholders across the four parish settlements: Ifold, Plaistow, Durfold Wood, and Shillinglee.

As required under Regulation 15(2) of the Neighbourhood Planning (General) Regulations 2012, this Statement of Consultation includes:

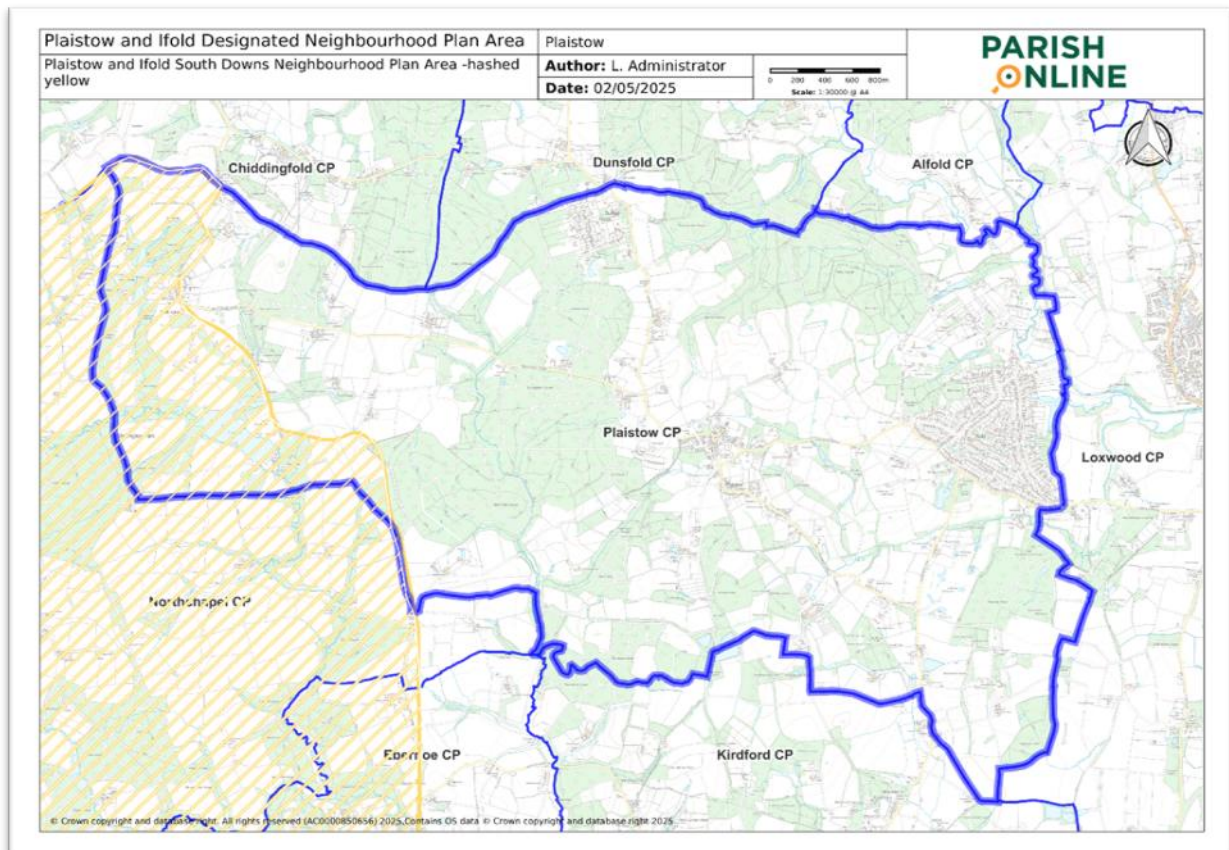
- A list of persons and bodies consulted;
  - An explanation of consultation methods;
  - A record of comments and concerns raised;
  - A description of how those issues were addressed in the Neighbourhood Plan.
- 

## **2. Background**

Plaistow and Ifold Parish is located in the northeast of Chichester District and spans over 20 square kilometres. The parish includes open farmland, ancient woodland, and four primary settlements: Ifold, Plaistow, Durfold Wood, and Shillinglee.

On 26 June 2012, the Parish Council resolved to designate the area of the civil parish as the Neighbourhood Plan area. The application was submitted to CDC on 2 July 2012 and the designation was confirmed by CDC on 6 November 2012.

### Designated Neighbourhood Plan Area



Initial work began in 2013 but was later withdrawn from Examination in February 2022 due to the issues raised by Natural England of water neutrality in the Habitats Regulations Assessment. A new NP began in August 2023 following a formal resolution by the Parish Council. The Parish Council resolved not to allocate residential development sites but to support CDC's Local Development Scheme (scheduled for Autumn 2025). The Parish Council recognised that proposals from the previous aborted NP needed to be revisited, validated and reconsulted upon. A planning consultant was engaged, and funding was secured.

### 3. Stages of Public Consultation

The extensive work on the previous version of the NP which commenced in 2013 was not entirely discarded and the extensive consultation exercise and feedback on the 2013 NP is referenced and included to support the 2023 NP Policies and Aims. The Statement of Consultation table accompanying the 2013 Statement of Consultation sets out Consultation events and references actions arising from feedback and is included here for completeness. (Appendix C)

### **December 2023: Scoping and Evidence Gathering**

On 7 December 2023, a public consultation event was held at Winterton Hall, Plaistow. Approximately 50 residents attended. Presentations were delivered by the Planning Consultant and AECOM. Residents responded to seven key questions. Further online consultation followed in March 2024. Responses are summarised in Appendix I and informed the Design Guidelines. (Appendix A)



### **March 2024: Housing Needs Assessment**

AECOM completed a desktop Housing Needs Assessment, adopted on 13 March 2024. It is published as Appendix B of the NP.

### **April 2024: Design Guidelines**

Following site visits and community feedback, AECOM produced Design Guidelines, adopted on 12 June 2024. This was updated by AECOM in December 2025 to incorporate amendments as a result of the NPPF December 24 and the Chichester Local Plan Policies adopted in August 2025. The update Guidelines were adopted by the Parish Council at their Full Council Meeting on 7<sup>th</sup> January 2026.

### **May 2024: Annual Parish Meeting**

An update on the progress of the NP was provided at the Annual Parish Meeting (Appendix II). Approximately 35 residents attended. Questions focused on the housing requirement for the Parish.

### **January 2025: Non-Designated Heritage Assets (NDHAs)**

On 21 January 2025, the Parish Council Working Group evaluated NDHA proposals using Historic England's Advice Note 7. Property owners were notified in writing of the intention to consider applying to CDC for their inclusion on the CDC NDHA List. The proposals arose out of consultation with the Plaistow Village Trust and also the Ifold History Society arising during the preparations of the previous 2013NP.

### **June 2025: NDHA Policy Formation and Owner Notification**

On 17 June 2025, the NP Working Group met and assessed NDHAs against the CDC NDHA matrix to inform policy development. Properties scoring 5 and above were suitable for inclusion in the Policy. Following this meeting, property owners were contacted to advise them of the Policy proposal informing them of what this meant to them in practice and of the informal consultation covering July and August 25 and later formal Regulation 14 Consultation in the autumn.

### **January to March 2025: Local Green Spaces Consultation**

The short list of Local Green Spaces arose out of the evidence gathering for the 2013 NP. This list arose firstly from a Call for Sites in January and February 2016 and then a questionnaire was sent out over the period January to March 2016. 803 questionnaires were sent out and 268 were completed. A further consultation was held on 2 July 2016 in the form of a pop-up stand at the school fete. The stand was advertised through the school and Parish Council website and notice boards. The list generated during the 2013 NP process was approved at the Parish Council meeting on 21<sup>st</sup> January 2025. (Appendix III)

This list was then further consulted upon via the Parish Council website, and this was communicated to residents via the website, newsletters, and Facebook. (Appendix IV).

### **June 2025: Final Local Green Spaces Site Selection and Owner Notification**

Following a review of the consultation feedback, selected sites were proposed as Local Green Spaces. Landowners were notified, following the NP Working Group meeting on 17<sup>th</sup> June 25, of the decision to designate the sites as Local Green Spaces for informal consultation in July and August 25 and formal Consultation in the autumn and the reasons for this designation.

### **May 2025: Annual Parish Meeting Update**

Another update was presented at the Annual Parish Meeting. Around 35 residents participated. Housing remained a key topic (Appendix V).

### **July to August 2025: Pre-submission Plan Informal Consultation**

Preliminary consultation on the draft Neighbourhood Plan was undertaken with residents and neighbouring parishes over July and August 25. The NP was published on the website and this publication was advertised via. The website, via Facebook, Church Newsletter, E-Newsletter sent to the E contact list and placed in village shops as a hard copy (Appendix VI).

### 29<sup>th</sup> October and 26<sup>th</sup> November: Drop in Events in Plaistow and Ifold



The drop in events were advertised via the website, Parish Council E-News, Church Newsletter, Facebook, notice boards and six banners put up around the Parish.

Councillors did their best to advertise and encourage attendance at the biannual litter picking event the week before.



The events consisted of displays on boards across the five areas:

- Housing
- Economy & Employment
- Community Assets & Recreation
- Water
- Environment & Community Connectivity

The displays provided snapshots of the content in the Draft Neighbourhood Plan with the option of commenting on the boards or looking at the full documents online.

Approximately 22 people attended the Plaistow event and 30 attended the Ifold event held in the village halls. The online consultation continued until 10<sup>th</sup> December 2025

### **Regulation 14 Consultation 2<sup>nd</sup> February 2026 to 31<sup>st</sup> March 2026.**

The Parish Council approved the updated Neighbourhood Plan for Regulation 14, amended following the Autumn 25 consultation at the Full Council meeting on 7<sup>th</sup> January 26. Statutory Consultees were notified by:

Direct email

Posted letters to owners of Local Green Space and Non-Designated Heritage Properties where emails details were not known, otherwise individual emails were sent.

Banners in the four settlement areas of Plaistow, Ifold, Durfold Wood and Shillinglee.

Advertisement in Church Newsletter and to E News subscribers.

Website

Hard copy Newsletter posted to all on the electoral register.

The Consultees were directed to the website where the documents were available together with a comments form. In addition, hard copies of the Regulation 14 Neighbourhood Plan were available upon request, together with comments forms. Comments forms could be received via the post or online.

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## PLAISTOW & IFOLD PARISH COUNCIL NEWSLETTER

*In This Issue:*

- Neighbourhood Plan - a community shaping moment
- Annual Parish Meeting 29<sup>th</sup> April
- Become a Parish Councillor
- Defibrillators around the Parish
- The Parish Precept

**NEIGHBOURHOOD PLAN: FORMAL CONSULTATION**

Regulation 14 Plaistow and Ifold Neighbourhood Plan 2023-2039

A community-shaping moment is approaching for Plaistow and Ifold. From 2 February 2026 to 31 March 2026, residents will have the opportunity to take part in the formal Regulation 14 Consultation, which is the first statutory consultation on the Plaistow and Ifold Neighbourhood Plan 2023-2039. This is the stage where the community's voice matters most. The draft Plan sets out local priorities for housing design and layout, green spaces, travel and infrastructure, and the long-term character of the parish. The consultation invites every resident to review these proposals (which have been updated since the summer/autumn 2023 consultations for those who have commented before) and share views before the Plan is finalised and sent to Chichester District Council. CDC will then review and carry out their own consultations on the document.



Taking part is straightforward and genuinely influential. Every comment will be responded to in a consultation statement and published on the website. This statement will then accompany the Neighbourhood Plan through the remaining stages until adoption of the Plan as Planning Policy for our local area.

The consultation materials - the full draft Plan with supporting appendix, and response forms - will be available online - and in hard copy by request.

PLAISTOW & IFOLD PARISH COUNCIL CONTACT DETAILS  
t. 01403 838300  
e. clerk@plaistowandifold-pc.gov.uk  
w. www.plaistowandifold-pc.gov.uk

VIEW THE NEIGHBOURHOOD PLAN DOCUMENTS AT  
<https://www.plaistowandifold-pc.gov.uk/neighbourhoodplan2023>

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## NEIGHBOURHOOD PLAN

(continued from Page 1)

There is also a four-page summary of the document available online should you be stuck for time. Whether you care about protecting the rural landscape, guiding future development in terms of design and layout, improving walking and cycle routes, or ensuring the parish remains a thriving and sustainable place to live, your feedback will help refine the policies that shape our area for the next decade and beyond.



This is a chance to help steer the future of Plaistow and Ifold. A strong Neighbourhood Plan gives the community greater control over planning decisions and ensures development reflects local needs and values. Residents are encouraged to participate early, discuss the proposals with neighbours, and submit their responses before the consultation closes on 31 March 2026.

View the documents and download a response form. Send in your comments to Clerk@plaistowandifold-pc.gov.uk or post them into the Winterton Hall Parish Council post box on the front of Winterton Hall, Plaistow.

**PARISH LITTER PICK**

Please join your neighbours and friends for the next Parish Litter Pick at 10.00 am on Saturday 17<sup>th</sup> April. Please bring your own gloves and sign up in advance by emailing the clerk (contact details on p.1). You'll find full details on our website.

## ANNUAL PARISH MEETING

Wednesday 29<sup>th</sup> April at 7.30pm - Kelsey Hall

Residents of Plaistow, Ifold, Durfold Wood and Skillinglee are warmly invited to attend the Annual Parish Meeting, your opportunity to hear about local projects, raise ideas, and engage directly with the work of your Parish Council.

Speakers of local interest:

- Chair of the Parish Council on the Parish Council activities over the year
- Steve Tibbitts Planning Consultant - speaking on responding to planning application, common mistakes and what to look out for when there are applications with numerous documents.

- Refreshments are served throughout the evening
- There will be time for questions, discussion, and resident contributions.

The Annual Parish Meeting is not a council meeting, it is a social meeting for the electors of the parish. Whether you're new to the area or a long-standing resident, it is a good way to meet others in the Parish and find out more about what the Parish Council is up to.

We look forward to welcoming you on the night.



## DEFIBRILLATORS IN & AROUND THE PARISH

Please be aware we have the following defibrillators available to all in the Parish and surrounding areas:

- Plaistow School - outside wall facing The Street
- Ifold Telephone Box - near Ifold Stores
- Luxwood Telephone Box - opposite Station Road
- North Hall Luxwood - outside wall facing Guildford Rd
- Durfold Wood - just off Dunfold Road
- Kindford Village Hall - outside wall
- Kindford Recreation ground - on the pavilion

Durfold Wood have a brand-new defibrillator recently installed and maintained by BEAT Billingshurst Emergency Assistance Team <https://beatresponders.org.uk/>

The Parish Council donates annually to this group to maintain and replace our defibrillators.

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## PLAISTOW AND IFOLD NEIGHBOURHOOD PLAN

### STATUTORY CONSULTATION REGULATION 14

— Online 2<sup>nd</sup> February to 31<sup>st</sup> March 2026



— Contact the Clerk for hard copies of the documents.

Clerk@plaistowandifold-pc.gov.uk

**Plaistow and Ifold Parish Council**



**Neighbourhood Plan 2023 to 2039**

**REGULATION 14 CONSULTATION FROM 2nd FEBRUARY to 31st MARCH 2026**

A community shaping moment is approaching for Plaistow and Ifold. From 2nd February to 31st March 2026, residents will have the opportunity to take part in the Regulation 14 Consultation which is the first statutory consultation on the Plaistow and Ifold Neighbourhood Plan 2023-2039. This is the stage where the community's voice matters most. The Regulation 14 Plan sets out local priorities for housing design and layout, green spaces, travel and infrastructure, the long-term character of the parish.

The consultation invites every resident and those that work in the parish, to review these proposals which have been updated since the summer and autumn 2025 informal consultations. For those who have commented before the consultation responses document from these consultations will show them how their comments have impacted the current Regulation 14 Plan. All comments received and then responses from the Parish Council will be published in a Statement of Consultation which will accompany the Plan in the submission package to Chichester District Council. Chichester will then carry out their own consultation leading to an Independent Examination and finally a referendum in the Parish.

See the Regulation 14 documents below and download the comments form for submission of comments to [Clerk@plaistowandifold-pc.gov.uk](mailto:Clerk@plaistowandifold-pc.gov.uk) or through the post box on the front of Winterton Hall, Plaistow.

REGULATION 14 COMMENTS FORM TO DOWNLOAD

REGULATION 14 PLAISTOW AND IFOLD NEIGHBOURHOOD PLAN 2023-2039

FOUR PAGE SUMMARY REGULATION 14 NEIGHBOURHOOD PLAN 2023-2039

APPENDIX A - DESIGN GUIDELINES

APPENDIX B - HOUSING NEEDS ASSESSMENT

APPENDIX C - DESIGNATED HERITAGE ASSETS

APPENDIX D - NON DESIGNATED HERITAGE ASSETS

APPENDIX E - LOCAL GREEN SPACES

#### 4. Analysis of Evidence and Impact on Strategy

- **December 2023 Event:** Responses are summarised in Appendix I. Their influence on the strategy is outlined in Appendix VIII.
- **Local Green Spaces Consultation:** 41 responses were received. Outcomes are incorporated into the Plan and detailed in Appendix VII. Owner responses are noted in the summer 25 draft NP informal consultation responses. (Appendix X)
- **NDHA Consultation:** Property owner responses and their impact on the NDP are outlined in Appendix IX with comments from the Informal consultation carried out over summer 2025.
- **Comments from the informal summer 25 NP** consultation are available with feedback at Appendix X
- **Comments from the October and November 2025 and the following online event to 10<sup>th</sup> December 2025** are available with feedback at Appendix XI. As well as over 50 individuals attending these events the number of visits to the NP page on the website increased significantly during October and November 2025. September users of the page were 20. This rose to 59 and 40 in October and November respectively.
- **Comments from the Regulation 14 Consultation** are available with feedback confirming changes to the Plan at Appendix XII

## **5. Engagement with the Local Planning Authority (CDC)**

CDC, as the lead planning authority, provided guidance and review support.

### **April 2025: Meeting with CDC**

On 28 April 2025, a virtual meeting was held between the CDC Neighbourhood Planning Officer, the Planning Consultant, and the Parish Council Clerk to discuss the progress of the NP and likely dates for the Regulation 14 Statutory Consultation.

### **November 2025: Catch up with CDC**

On 28<sup>th</sup> November the Parish Council Clerk met online with the CDC Neighbourhood Planning Officer to discuss the progress and future timeline of the Neighbourhood Plan.

### **April 2026: Team meeting with CDC following Regulation 14.**

On 9<sup>th</sup> April 2026 the Parish Councillor Andrew Woolf the NP Planning Consultant M Williams and the Parish Council Clerk Jane Bromley met with the CDC NP Officer Valerie Dobson to discuss the comments from CDC at Regulation 14 and for the Officer to address queries from the Parish Council other comments received as set out in the Notes to the meeting.

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