

# SUPPORTING DOCUMENTATION

## Volume I

- 1 Basic conditions statement p3
- 2 Public & Agency engagement programme p11
- 3 Selection of development sites p93
- 4 Green spaces analysis p96
- 5 Demographic, social & economic statistics p114
- (6 Statement of Landscape character *held as Volume 2*)

This is a file of supplementary data supporting the main neighbourhood plan report.

Item 6 (Landscape character) is separately presented as volume 2, underscoring the importance of conservation in this landscape.

For more information about the plan, please contact one of the following:

DITCHLING PARISH  
Mrs Michelle Warner  
Clerk, Ditchling Parish Council  
1 The Hollow, Lindfield, West Sussex RH16 2SX  
e-mail: [ditchlingpc@btinternet.com](mailto:ditchlingpc@btinternet.com)

STREAT PARISH  
Tony Gedge  
Chairman, Streat Parish Meeting  
Streat Cottage  
Streat, Nr Hassocks, BN6 8RU  
e-mail: [a\\_gedge@hotmail.com](mailto:a_gedge@hotmail.com)

WESTMESTON PARISH  
Rob Mills  
Chairman, Westmeston Parish Council  
Hooks Acre  
Lewes Road  
Westmeston, BN6 8RH  
e-mail: [hooksacre@btinternet.com](mailto:hooksacre@btinternet.com)

The local planning authorities under whose direction this plan was prepared are:

South Downs National Park Authority  
South Downs Centre  
North Street  
Midhurst  
West Sussex GU29 9DH

Lewes District Council  
Southover House  
Southover Road  
Lewes  
East Sussex BN7 1AB

All neighbourhood plan documents & supporting material are held on:  
[www.beaconvillagesplan.co.uk/](http://www.beaconvillagesplan.co.uk/)

# I Basic conditions statement

## Submission of the Ditchling, Streat and Westmeston Neighbourhood Development Plan

### Basic Conditions Statement

**May 2017**

#### Introduction

This statement has been prepared by Ditchling Parish Council, Streat Parish Meeting and Westmeston Parish Council. It accompanies the Ditchling, Streat and Westmeston Neighbourhood Development Plan (DSWNPD).

The policies in the DSWNPD relate to the entire area covered by the parishes of Ditchling, Streat and Westmeston. The DSWNPD and this statement will be submitted to the two planning authorities South Downs National Park Authority (SDNPA) and Lewes District Council.

The four basic conditions that the statement addresses are that:

1. The Plan conforms with the guidance for Neighbourhood Plans issued by the Secretary of State having regard to national strategy and policies contained in the National Planning Policy Framework (NPPF) and “English National Parks and the Broads: UK Government Vision” together with Circular 2010 on their statutory purpose, management and other matters
2. The policies contained in the plan will contribute to the achievement of sustainable development as defined in the NPPF.
3. The plan policies are in general conformity with the Lewes District Local Plan Part I, Joint Core Strategy adopted by Lewes District Council and the South Downs National Park Authority in June 2016 and with the emerging South Downs National Park Local Plan, Preferred Options (September 2015) produced by the SDNPA. The plan policies are also in general conformity with the emerging East Sussex, South Downs and Brighton & Hove Minerals Sites Plan (VMSP) which is the subject of consultation and which will be considered for adoption in the coming months by the member authorities.
4. Habitat Regulations Assessment (HRA). SDNPA will be providing a screening opinion on whether a HRA is required for the Plan.
5. The making and content of the DSWNPD does not breach and is otherwise compatible with EU obligations.

## Basic requirements

The statement also meets the following requirements for a Neighbourhood Development Plan (NPD):

- The time frame of the plan relates to the period from its anticipated approval and acceptance in 2017 to the year 2032 and will be subject to regular review throughout.
- The plan does not include provisions about development that is 'excluded development'.
- The plan relates specifically to the NPD area encompassing Ditchling, Streat and Westmeston parishes and no other.

## General background

- Initial work began on preparing the Plan in the autumn of 2013 when Ditchling Parish Council resolved to prepare one. At the end of 2013 Streat Meeting and Westmeston Parish Council decided to join with Ditchling Parish Council and the area was officially extended and approved in February 2014. Work on preparing the plan then began in earnest. (See main Plan for detailed timetable).
- The community can either have change imposed on it by 'government' and/or default or it can accept that there will be change and play a pivotal role in determining the shape of that change in ways that both meet local needs whilst at the same time, preserving those things that the community hold most dear. The parishes decided to opt for the latter approach. Examples of local need include the lack of affordable homes for young families and local workers and the community's desire for preservation within the area's rural boundaries.
- The two Parish Councils and one Parish Meeting opted to put the development of the plan into the hands of residents acting on their behalf, and were able to recruit residents with relevant professional skills and experience, representative of all ages and sections of the community, to do the work. A Project Management Group (PMG) was formed, supported by an 'advisory' group of parish councillors. Five topic focus groups, also comprised of volunteer residents, assessed the evidence and developed policies relevant to their topic areas. A team of 'street representatives' assisted with leaflet drops and publicity. The group was greatly assisted in its task by the active support and advice of planning officers from the SDNPA.
- The plan has been developed within the context of the emerging (SDNPA & LDC) Joint Core Strategy (Adopted in June 2016) and the emerging SDNPA Local Plan.
- In June 2014 LDC and the SDNPA were asked for a screening opinion and in April 2015 they advised that a decision had been taken "not to require a Strategic Environmental Assessment at this point in time" (copy letter included in the Plan). The SDNPA has not subsequently given any indication that a SEA would be required.

### Compatibility with EU Legislation

The plan has been prepared with regard to the fundamental rights and freedoms guaranteed under the European Convention on Human Rights and complies with the Human Rights Act.

### Conformity with national policies and guidance and the local development plan

The plan is aligned with the strategic needs and priorities of the wider local area; is in general conformity with the strategic policies of both relevant local plans and positively supports them where relevant; and it promotes, difficult as it has proved to be, the level of development set out in those plans. Policies in the plan have been prepared in accordance with the National Planning Policy Framework (NPPF).

The following table presents all the Plan’s policies divided into the 5 policy areas and shows how each policy conforms with the adopted SDNPA/LDC Joint Core Strategy (JCS) and the National Planning Policy Framework (NPPF). Land use (statutory) policies are presented in the bolder colours and aspirational (non-statutory) policies in the lighter colours.

### Table of policy conformity

<b>NDP policy number</b>	<b>NDP Policy Title</b>	<b>JCS SP = Spatial Policy CP = Core Policy</b>	<b>NPPF (Para No)</b>	<b>NPD Page No</b>
HSG 1	Set out & apply acceptance criteria to housing applications	SP 1 & SP 2 CP 1 & CP 2	47, 50 & 54	30
HSG 2	Site density and layout	CP 2 & CP 2	47 & 48	30
HSG 3	Limit development in the countryside	SP 1 & SP 2 & CP 8 & CP10	55, 109, 115 & 116, 117 & 118	30
HSG 4	Critically review proposals to subdivide existing housing stock	CP 1 & 2	47 & 50	31
HSG 5	Minimise loss to housing stock	CP 1 & 2	47	31
HSG 6	Ensure Infrastructure capacity	CP 1	47 & 58	31
HSG 7A	Park Barn Farm	SP 1 & SP 2	47, 50 & 58	34
HSG 7B	Lewes Road/Nye Lane	SP 1 & SP 2	47, 50 & 58	37
HSG 7C	Jointure, 17 South Street	SP 1 & SP 2	47, 50 & 58	39
HSG 8	Support provision of housing in rural communities	CP 1	54 & 55	84
HSG 9	Prepare village design statement (VDS)	CP 2	56, 57 & 58	84

TRANS 1	Provide off-street parking	CP 4 & 5	28, 29 & 30	42
TRANS 2	Carry out traffic calming adjacent to housing developments	CP 6	34 & 35	43
TRANS 3	Establish joint working party for design & funding	CP 13	34 & 35	85
TRANS 4	Seek special traffic zoning & recognition for parishes	CP 13	34 & 35	85
TRANS 5	Prepare detailed traffic & parking plan	CP 6 & 13	34 & 35	86
TRANS 6	Discourage through traffic	CP 6 & 13	34 & 35	86
TRANS 7	Reduce speed and improve pedestrian safety	CP 6 & 13	34 & 35	86
TRANS 8	Protect countryside roads from the effects of traffic	CP 6	28	87
TRANS 9	Improve pedestrian environment in the High Street	CP 13	29 & 35	87
TRANS 10	Improve local bus services	CP 7	35	87
TRANS 11	Provide for pedestrians, horse riders and cyclists	CP 8	29 & 35	88
BIZ 1	Retention of local shops	CP 5, 6 & 7	28	44
BIZ 2	Support appropriate rural enterprise diversification	CP 4	28, 42 & 43	45
BIZ 3	Lobby for faster more reliable broadband	CP 4	42	89
BIZ 4	Provide positive support and leadership for business	CP 4	28 & 42	89
CONS 1	Permit development within established boundaries	SP 1 & CP 1	55	47
CONS 2	Set standards for design of new development	CP 11	56	48
CONS 3	Protect heritage assets	CP 10	110	49
CONS 4	Protect assets of archaeological importance	CP 11	126 & 139	49
CONS 5	Protect character of conservation areas	CP 11	128, 139 & 169	49
CONS 6	Extend conservation areas	CP 11	132	49
CONS 7	Conserve landscape and important views	CP 8 & 10	109 & 115	50
CONS 8	Protect important gaps between settlements	CP 8 & 10	109 & 115	54
CONS 9	Preserve dark night skies	CP 8 & 10	115 & 110	54
CONS 10	Protect & enhance habitats & biodiversity	CP 11	109	56
CONS 11	Protect local green spaces	CP 8	76, 77 & 78	58
CONS 12	Protect community open spaces		70, 73 & 74	62
CONS 13	Safeguard and enhance green infrastructure	CP 8 & 10	109 & 115	64
CONS 14	Protect and enhance links to the countryside	CP 8 & 10	117	69

CONS 15	Identify non-designated heritage assets	CP 11	135	88
CONS 16	Enhance ecological networks	CP 8 & 10	75, 113 & 115	90
CONS 17	Enhance ecological network mapping	CP 8 & 10	109, 110, 115 & 117	89
CONS 18	Promote cross-boundary working to create better green links	CP 8 & 10	75, 117, 183, 184 & 185	91
COM 1A, 1B & 1C	Increase & protect our community assets	CP 6 & 7	28, 70, 73 & 74	71
COM 2	Improve Ditchling Recreation Ground	CP 6 & 7	69, 73 & 74	72
COM 3	Secure funding for community infrastructure	CP6 & 7	69 & 162	92
COM 4	Identify & register assets of community value	CP 6 & 7	28 & 70	92
COM 5	Agree policy delivery between the three parishes	CP 7	183, 184 & 185	92
COM 6	Prepare joint Local Volunteering Plan	CP 7	183, 184 & 185	93

*Ditchling Street & Westmeston Neighbourhood Development Plan*  
**Contribution to Sustainable Development**

Section 4 of the Plan provides an explanation of the ways in which we perceive our policies will lead to sustainable development and the following Table shows how the sustainability attributes of each policy has been assessed in terms of their social, economic and environmental impacts.

**Table of sustainability**

Sustainability Attributes Key: + = positive; 0 = neutral; - = negative

<b>NDP policy number</b>	<b>NDP Policy Title</b>	<b>Social</b>	<b>Economic</b>	<b>Environmental</b>
HSG 1	Set out & apply acceptance criteria to housing applications	+	0	+
HSG 2	Site density and layout	+	0	+
HSG 3	Limit development in the countryside	+	0	+
HSG 4	Critically review proposals to subdivide existing housing stock	+	+	0
HSG 5	Minimise loss to housing stock	+	+	0
HSG 6	Ensure Infrastructure capacity	+	+	0
HSG 7A	Park Barn Farm	+	0	+
HSG 7B	Lewes Road/Nye Lane	+	0	+
HSG 7C	Jointure, 17 South Street	+	0	+
HSG 8	Support provision of housing in rural communities	• +	• +	• 0
HSG 9	Prepare village design statement (VDS)	• +	• 0	• +
TRANS 1	Provide off-street parking	+	+	+
TRANS 2	Carry out traffic calming adjacent to housing developments	+	0	+
TRANS 3	Establish joint working party for design & funding	0	0	0
TRANS 4	Seek special traffic zoning & recognition for parishes	+	0	0
TRANS 5	Prepare detailed traffic and parking plan	+	0	+
TRANS 6	Discourage through traffic	+	+	+
TRANS 7	Reduce speed and improve pedestrian safety	• +	• +	• +
TRANS 8	Protect countryside roads from the effects of traffic	+	0	+
TRANS 9	Improve pedestrian environment in the High Street	+	+	+
TRANS 10	Improve local bus services	+	0	+
TRANS 11	Provide for pedestrians, horse riders and cyclists	+	+	+



BIZ 1	Retention of local shops	+	+	0
BIZ 2	Support appropriate rural enterprise diversification	+	+	0
BIZ 3	Lobby for faster more reliable broadband	+	+	0
BIZ 4	Provide positive support and leadership for business	0	+	0
CONS 1	Permit development within established boundaries	+	+	+
CONS 2	Set standards for design of new development	+	0	+
CONS 3	Protect heritage assets	+	+	+
CONS 4	Protect assets of archaeological importance	+	+	+
CONS 5	Protect character of conservation areas	+	+	+
CONS 6	Extend conservation areas	+	+	+
CONS 7	Conserve landscape and important views	+	+	+
CONS 8	Protect important gaps between settlements	+	+	+
CONS 9	Preserve dark night skies	0	0	+
CONS 10	Protect & enhance habitats & biodiversity	+	+	+
CONS 11	Protect local green spaces	+	+	+
CONS 12	Protect community open spaces	+	0	+
CONS 13	Safeguard and enhance green infrastructure	+	+	+
CONS 14	Protect and enhance links to the countryside	+	+	+

CONS 15	Identify non-designated heritage assets	+	0	+
CONS 16	Enhance ecological networks	+	0	+
CONS 17	Enhance ecological network mapping	+	0	+
CONS 18	Promote cross-boundary working to create better green links	+	0	+
COM 1A, 1B & 1C	Increase & protect our community assets	+	0	+
COM 2	Improve Ditchling Recreation Ground	+	0	+
COM 3	Secure funding for community infrastructure	+	0	0
COM 4	Identify & register assets of community value	+	+	0
COM 5	Agree policy delivery between the three parishes	+	0	0
COM 6	Prepare joint Local Volunteering Plan	+	0	0

## Communication

There has been extensive communication and engagement with the local community and relevant organisations throughout the process<sup>1</sup>. This has included:

- A dedicated website (see footnote).
- Regular three-weekly open meetings of the project group, with notes of the meetings posted on the website. (A representative of SDNPA attended most of the meetings).
- Three public meetings during the course of the two years explaining the purpose of the project and five separate household leaflet drops.
- Meetings with ten different 'special interest groups', preceded by questionnaires, with notes of the meetings posted on the website.
- A Household evidence-gathering Survey with a 51% return with the results presented in two public open days and exhibitions and which were posted on the website.
- Five focus groups set up comprising volunteer residents into Housing, Transport, Business, Conservation and Community Infrastructure to assess the evidence and produce draft policy proposals for their topic areas with the results published.
- Meetings with Officers of the SDNPA and East Sussex County Councils (ESCC) to pursue various topic issues.
- Five articles in local newspapers & magazines.
- A public open day exhibition in November 2015 of the preliminary focus group policy proposals which attracted over two hundred attendees.
- An informal meeting with parish councillors from all three parishes appraising them of the content of the draft plan.
- The statutory 6 week pre-submission draft plan consultation from March 16<sup>th</sup> to April 26<sup>th</sup> 2016 which involved a publicity leaflet drop to all households and physical copies of the draft plan located in ten places throughout the area, together with a copy on the website.
- A second partial public consultation period from 7<sup>th</sup> December 2016 to 28<sup>th</sup> January 2017 amplifying housing and green spaces policies.
- During the same stages, copies of the draft plan were sent for comment to East & West Sussex County Councils, Lewes District Council, the South Downs National Park Authority, all neighbouring District and Parish Councils and to various national agencies and utilities.

---

<sup>1</sup> For full details, see Supporting Documentation: the communication & engagement report and the plan website [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

## 2 Public & Agency engagement programme

This document provides a record of the production of the Beacon villages' neighbourhood development plan, and programme changes in the light of subsequent events. It then details the community engagement programme and the steps taken to engage with private interests and public authorities.

### **Dr Mike Burr**

*Chairman, DSW Project Management Group (from June 2016)*

May 2017



# COMMUNICATION, ENGAGEMENT & PUBLICITY

**December 2012 to April 2017**

<b>1 Introduction</b>	<b>13</b>
<b>2 Key council decisions</b>	<b>13</b>
<b>3 SDNPA communications and approvals</b>	<b>14</b>
<b>4 Communication timetable</b>	<b>15</b>
<b>5 Establishment and engagement</b>	<b>16</b>
5.1 The Project Management Group (PMG)	
5.2 Advisory team	
5.3 Street representatives	
5.4 Focus groups	
5.5 Special interest groups	
5.6 Landowners	
5.7 Clubs and societies	
<b>6 Communication with the villagers</b>	<b>20</b>
6.1 Identity, publicity & P/R	
6.2 The web site and social media	
6.3 The household questionnaire	
<b>7 Communication with other authorities and agencies</b>	<b>23</b>
7.1 Neighbouring council	
7.2 East Sussex County Council	
7.3 South Downs National Park Authority	
7.4 Statutory services	
7.5 Promulgation of the pre-submission report to official and advisory bodies	
<b>8 Feed back of results &amp; collection of public responses</b>	<b>24</b>
8.1 Open days	
8.2 Focus group work and feedback consultation day	
8.3 Communication of outcomes: locally and with the general public	
8.4 Pre submission plan	
8.5 Promulgation of the pre-submission plan to official bodies	
<b>9 Second pre-submission partial consultation period Dec'16-Jan'17</b>	<b>33</b>
<b>10 Final revised main plan submission</b>	<b>33</b>

- A0:** Applications for establishments and amendments
- A1:** Management process terms of reference
- A2:** Evidence gathering
- B:** Street Representatives
- C1:** Role of Focus Groups
- C2:** Focus Group Membership
- C3 :** Focus group reporting framework example
- D:** Special interest groups' letter and questionnaire
- E:** Landowners: call for developers
- F1:** Project timetable
- F2:** Schedule of Neighbourhood Plan communication, engagement and publicity activities
- G1:** Local news sheets
- G2:** Newsletter
- H:** Residents' questionnaire
- J1:** Presentation placards
- J2:** Extract from analysis of draft policies
- K:** Example of letter sent to local statutory services
- L:** Park Barn Farm leaflet
- M:** Newsletter, August 2016
- N:** Examples of 2<sup>nd</sup> consultation letters to authorities, and e-mails to green space owners
- O:** Newsletter, December 2016
- P:** Summary responses tables from second pre-submission consultation, January 2017

## Acronyms & definitions (copied from main report)

AONB	Area of Outstanding Natural Beauty
BOA	Biodiversity Opportunities Area
BOAT	Bye-way Open to All Traffic
BVPIT	Beacon Villages Plan Implementation Team
CA	Conservation Area
CEP	Community engagement programme
CLT	Community Land Trust
CIL	Community Infrastructure Levy
COS	Community Open Space
CRoW	Countryside and Rights of Way Act 2000 (right of way to access land)
DCA	Ditchling Conservation Area
DPC	Ditchling Parish Council
DSWNDP	Ditchling, Streat & Westmeston Neighbourhood Development Plan
ESCC	East Sussex County Council
ESIF	East Sussex In Figures
HCA	Historic Character Assessment
HGV	Heavy Goods Vehicle
HLC	Historic Landscape Characterisation
HRA	Habitat Regulations Assessment
JCS	Joint Core Strategy (of SDNPA and LDC)
LCA	Landscape Character Assessment
LATS	Local Area Transport Strategy (for Ditchling, prepared by ESCC)
LDC	Lewes District Council
LGS	Local Green Space
LVP	Local Volunteering Plan
MSDC	Mid Sussex District Council
NDO	Neighbourhood Development Order
NDP	Neighbourhood Development Plan
NPPF	National Planning Policy Framework
NPPG	National Planning Practice Guidance
PMG	Project Management Group (of Ditchling, Streat and Westmeston)
PRoW	Public Right of Way
RIA	Retail Impact Assessment
SB	Settlement boundary
SDNP(A)	South Downs National Park (Authority)
SHLAA	Strategic Housing Land Availability Assessment
SNCI	Site of Nature Conservation Importance
SSSI	Site of Special Scientific Interest
TP3	ESCC Local Transport Plan version 3
The Beacon parishes	The three parishes of Ditchling, Streat and Westmeston
The parish councils	The parish councils of Ditchling and Westmeston, and Streat Parish Meeting
UNESCO	United Nations Educational Social & Cultural Organisation
VDS	Village Design Statement
WSCC	West Sussex County Council

## Web site topic headings

(<http://www.beaconvillagesplan.co.uk/>)

- The plan/ focus group reports/map/useful information
- The draft neighbourhood plan 2017
- Conservation technical document
- Analysis of responses
- Neighbourhood plan survey 2014
- Review & analysis of responses to pre-submission draft plan

## I Introduction

One of the most important aspects of the neighbourhood planning process is the degree to which the local community is engaged with the plan's preparation. This document sets out how the parish councils<sup>2</sup> approached the task. It also covers the management processes that were put in place, and communications with other authorities and agencies.

Ditchling Parish Council (DPC) resolved to prepare a neighbourhood development plan under the terms of the Localism Act<sup>3</sup> and neighbourhood planning regulations<sup>4</sup> at its meeting on 18<sup>th</sup> December 2012<sup>5</sup>.

DPC held an initial presentation on neighbourhood planning in Ditchling village hall on 8<sup>th</sup> June 2013 to gauge the general public reaction. This was followed by a full public meeting in the village hall on 11<sup>th</sup> August 2013, advertised by posters and leaflet drop to all households. It was well attended by residents, with over a hundred people in attendance. Representatives also came from the South Downs National Park Authority, Lewes District Council and East Sussex County Council. At this meeting it was formally announced that DPC had decided to produce a neighbourhood plan, and volunteers were called for from those of the general community who were in attendance, to become members of a project management group, the body that would be charged by the parish councils to actually produce the neighbourhood plan. Some villagers with relevant professional backgrounds were also co-opted.

## 2 Key council decisions

After it decided to prepare a neighbourhood plan, the DPC made two decisions on 20<sup>th</sup> August 2013 that were structurally innovative and that would also determine the way the plan would be developed:-

- While retaining executive oversight, the DPC decided at the outset to ask a group of volunteers drawn from the community to be a Project Management Group (PMG) and prepare the plan on its behalf, as a positive demonstration of the council's determination that the plan would be a true expression of community will; and
- Given the close proximity, rural character and common interests of Streat and Westmeston, two adjacent strip parishes to its east, DPC formally approached them to ask if they would like to collaborate on the preparation of a joint plan, using the same management group process. This partnering arrangement was welcomed by the planning authorities and by the two adjacent parish councils<sup>6</sup>. Streat parish resolved to join at its meeting on October 29<sup>th</sup> 2013, and Westmeston similarly on November 12<sup>th</sup> 2013. From that point, we styled ourselves 'The Beacon Villages', which is a convenient and apposite common label<sup>7</sup>. Appendix A0 contains the application for amendment to the neighbourhood plan area.

---

<sup>2</sup> We use the term 'Beacon parishes' to refer to the local government entities, ie the parish council areas, and the term 'Beacon villages' to refer to the built settlements and communities located within the parish boundaries.

<sup>3</sup> Localism Act HMG, 2011

<sup>4</sup> Neighbourhood Planning (General) Regulations HMG, 2012

<sup>5</sup> Minute No 207.

<sup>6</sup> Streat actually calls itself a 'parish meeting', but for simplicity's sake, all three bodies are described herein as parish councils.

<sup>7</sup> Not to be confused with the three equivalent Church of England parishes that were combined under one priest in 2011, and now go under the banner of 'The Beacon Parish'.

### 3 SDNPA communications and approvals

- Screening Opinion: Sustainability Appraisal or a Strategic Environmental Assessment  
The submission for a Screening Opinion for Ditchling, Streat and Westmeston Neighbourhood Plan was made on 2<sup>nd</sup> June 2014, and approved by the SDNPA on 5<sup>th</sup> August 2014. See again [Appendix A0](#)
- Memorandum of Understanding  
The Memorandum of Understanding between the Beacon villages and the SDNPA was agreed in January 2015. See again [Appendix A0](#)
- Quashing of JCS policies SPI and SP2 (setting of housing requirements)  
E mail from SDNPA 18<sup>th</sup> April 2017. See [Appendix A0](#)



## 4 Communication timetable

### 2012

Ditchling Parish Council resolves to prepare a neighbourhood plan 18<sup>th</sup> December

### 2013

Initial public presentation in Ditchling village hall 8<sup>th</sup> June  
 Full public meeting in the village hall advertised by posters and leaflet drop 11<sup>th</sup> August  
 Project Management Group (PMG) holds first meeting 24<sup>th</sup> October  
 Advisory team of parish councilors established 6<sup>th</sup> November  
 Letter to SDNPA and Lewes DC applying for three parish NP 13<sup>th</sup> November  
 Street representatives group set up 20<sup>th</sup> November

### 2104

Web site designed and launched February  
 Streat parish and Westmeston parish officially join February  
 Household questionnaire designed and distributed April-May  
 Letters written to all neighbouring authorities April onwards  
 Meeting with ESCC and WSCC traffic engineers 9<sup>th</sup> May  
 Screening opinion received from SDNPA 15<sup>th</sup> July  
 Questionnaires returned 31<sup>st</sup> July  
 Questionnaire results analysed and posted on line 1<sup>st</sup> September  
 Questionnaire results presentation open day 1 Ditchling village hall 4<sup>th</sup> October  
 Ditto open day 2 21<sup>st</sup> October  
 Letters circulated to landowners & statutory authorities October

### 2015

Focus groups meet and prepare reports January-September  
 First CEP report published on web site 15<sup>th</sup> March  
 Meeting with SDNPA re CIL, Roads in South Downs, grants, etc 20<sup>th</sup> August  
 Focus Group reports published on website October  
 Village hall open day presenting focus group work, and ratification of draft policies 14<sup>th</sup> November  
 Meeting with ESCC engineers and county councillor 18<sup>th</sup> November

### 2016

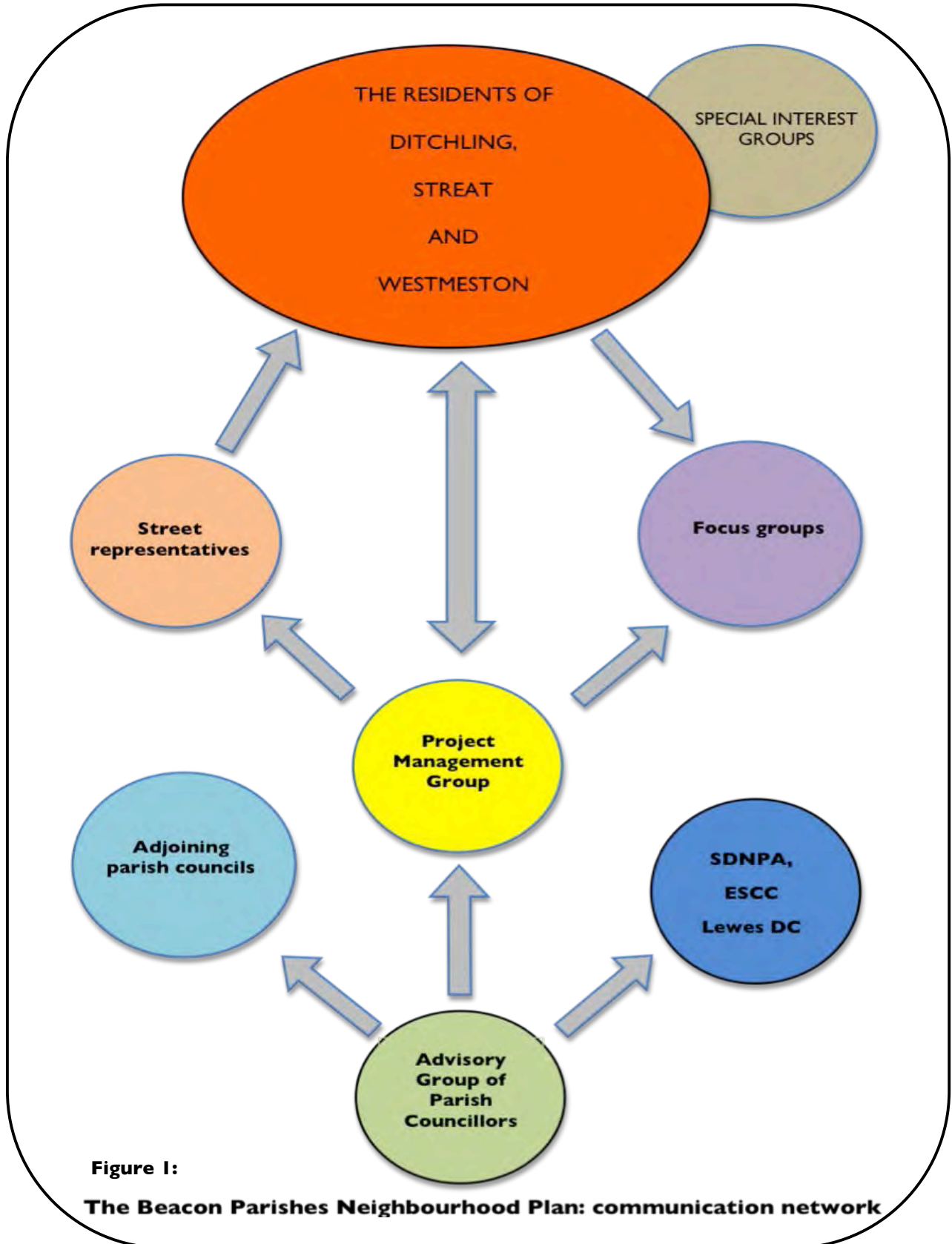
Draft policies vetted by SDNPA and LDC planning officers February  
 Draft (pre-submission) main report prepared January-February  
 Draft informally presented to parish councilors at monthly meeting 23<sup>rd</sup> February  
 Ditto formal presentation at special meeting for approval 9<sup>th</sup> March  
 Pre submission main report published & promulgated with request for comments 10<sup>th</sup> March  
 Public flyer posted through all letterboxes with report locations 10<sup>th</sup> March  
 6 week statutory consultation period 16<sup>th</sup> March-26<sup>th</sup> April  
 Consultation reminder meeting and placards, Village Hall coffee morning 19<sup>th</sup> April  
 Second CEP report published 26<sup>th</sup> April  
 Pre-submission responses analysed and published on web site 4<sup>th</sup> July  
 Detailed review of housing provision & green spaces August-October  
 Second 6 week pre-submission consultation period on housing & green spaces 7<sup>th</sup> Dec -28<sup>th</sup> Jan

### 2017

Open morning to display housing & green spaces proposals & receive comments 21<sup>st</sup> January  
 Final CEP report published on web site 1<sup>st</sup> February  
 Results of open morning and consultation responses published on web site 1<sup>st</sup> February  
 Lewis & Co consultant appointed for second view on draft 2<sup>nd</sup> February-9<sup>th</sup> March  
 Final plan submission issued to parish councils for approval and dispatch to planning authorities 22<sup>nd</sup> May

## 5 Establishment and engagement

The DPC asked Tom Dufty, a past Chairman of the Ditchling Society, to head the Project Management Group. In consultation with the parish councillors, Tom devised the communication and management processes represented graphically in **Figure 1**. The role of each activity group is set out in detail in **Appendix A1**. At that stage, a systematic record system was also initiated to keep track of evidence sources being referenced by each group, to be recorded in the plan web site (**Appendix A2**). The roles of the main contributing groups are set out below:-



## 5.1 The Project Management Group (PMG)

The group held its first meeting on [24<sup>th</sup> October 2013](#), and under Tom Dufty's leadership it became the driving force of the whole project. Drawn from the three parishes and from a pool of community volunteers, members were selected because of their professional experience and track record in delivering earlier projects. Thus, for example, some members had been central in arguing Ditchling's case to be included in the national park; while others were involved in the preparation of the Local Area Transport Strategy (LATS); yet others were members of the Ditchling History Project, or the Ditchling Museum development. Their professional backgrounds are shown in the table below.

Tom Dufty	HR executive ( <i>chair until May 2016</i> )
Dr Mike Burr	infrastructure planner and traffic engineer ( <i>chair from June 2016</i> )
Sallie Collard-Watson	corporate communications manager, American Express
Paul Farrands (Westmeston)	consultant surgeon, and representative of Westmeston PC
Richard Flack	consultant town planner ( <i>until May 2016</i> )
Tony Gedge (Streat)	solicitor & chairman, Streat Meeting
Trevor Kirby (St George's Park)	strategic planner, NATO ( <i>until October 2016</i> )
Craig Mayhew	company director, leisure services ( <i>until January 2015</i> )
Dr Nichola Meakins	environmental consultant ( <i>until March 2014</i> )
Julie Middleton	environmental consultant ( <i>from May 2016</i> )
Rob Mills (Westmeston)	chair, Westmeston Parish Council
Edwina Rowling	communications consultant
Philip Smith	consultant town planner (and Ditchling parish councillor)
James Standing	chartered surveyor

The South Downs National Park Authority (SDNPA) nominated Andrew Triggs, policy planner (Neighbourhoods) to attend PMG meetings and act as advisor<sup>8</sup>. Cllr Tom Jones, lead member for planning at Lewes District Council, and coincidentally, Ditchling councillor and resident, and Don MacBeth, chairman of the Ditchling Parish Council, also attended in an advisory capacity.

The PMG met thereafter every third Wednesday evening throughout the plan preparation period. Meetings were held at the Quaker meeting house in Ditchling village, and conducted in open forum with villagers being encouraged to attend. Notes of meetings and other notices were put on the web site (see later). The project timetable was drawn up at this point, to be revised as work proceeded ([Appendix F1](#)).

---

<sup>8</sup> On his departure in September 2014, Andrew was replaced by Amy Tyler-Jones. She in turn was replaced in mid 2015 by Dan Ashe. He was in turn briefly replaced by Emma Amies on 1/11/16. Amy then returned on 1/1/17

## 5.2 Advisory team

The advisory team was set up on 6<sup>th</sup> November, 2013, composed of district councillor and parish councillors drawn from the three parishes and led by Don MacBeth, chairman of Ditchling Parish Council. This team provided a quality assurance and second opinion role, and ensured that the PMG kept within the statutory framework set down for the preparation of neighbourhood plans. Acting as the parish councils' agents, this group also monitored the PMG's project expenses and declarations of interest, and provided a formal link to neighbouring parish and local authorities.

## 5.3 Street representatives

At the public meeting, volunteers were called for to provide a direct link between the PMG and people living in their own area of the parishes. Set up on 20<sup>th</sup> November 2013, they proved to be particularly valuable when the household questionnaire was being distributed throughout the three parishes, and were instrumental in helping to achieve the excellent returns. They also provided a two way communication link with the PMG. See [Appendix B](#) for the current list of representatives.

## 5.4 Focus groups

Once the PMG had completed its preparatory work and the household questionnaire, it set up five focus groups each led by a PMG member, with a remit to discuss key topic areas in depth and produce draft policy documents (see [Appendix C1](#)). Focus group leaders all had relevant professional experience, which meant that thanks to the active support of the professional SDNPA officers, it wasn't necessary to employ external consultants. The five focus groups were:-

- Local economy, business/employment/service provision
- Conservation/natural & built environment/landscape/ecology/bio diversity
- Housing/infrastructure
- Recreation/health/welfare/education/community facilities
- Traffic/transport

Members were self selected, being drawn from residents who, when returning the household questionnaire expressed an interest in contributing to the debate. A maximum size of 10 members was imposed, and actual membership varied from two for the conservation group up to 10 for the traffic group. The only other constraint imposed was that no one could be a member of more than one group. See [Appendix C2](#) for the initial list of members.

To make sure focus groups worked along the same lines, their processes were co-ordinated by PMG communications specialist Edwina Rowling who attended meetings as their work progressed. Focus group leaders took responsibility for producing formal topic reports that were to provide the backbone of the neighbourhood plan itself. [Appendix C3](#) contains an example of the report to which each group was asked to work. Groups started work in [January 2015](#), to report back to the PMG with draft findings by [31st January 2015](#). In the event, this task took much longer. Apart from the traffic group, that was able to draw on a large body of previous ESCC<sup>9</sup> work, the other groups had to start from scratch. The final focus group report, that of the conservation group, was finished in [September 2015](#), and uploaded to the website on 1<sup>st</sup> October, in time for the public consultation in [November 2015](#). A typical analysis of the draft policies (using traffic issues) presented at the open day for comment by the attendees is shown in [Appendix C4](#).

---

<sup>9</sup> East Sussex County Council

## 5.5 Special interest groups

There are numerous commercial, business, public and voluntary concerns spread through the three parishes with which the PMG was keen to make contact. On the social side, Ditchling parish alone has over forty clubs and societies. Through *The Beacon*, the parish church magazine, the *Ditchling Dialogue*, a local monthly news magazine, and by word of mouth, the PMG invited all special interest groups in the villages to come and discuss their particular issues and concerns. The letter and questionnaire that were sent out are shown in **Appendix D**, together with a list of respondees. They included:-

- **The Ditchling Society**, a group concerned with the preservation and conservation of the village and its community, actively engaged with the PMG and also provided members on the focus groups;
- **Ditchling Museum and Art & Craft** has just undergone a major refurbishment and expansion. The director wanted to discuss issues such as parking and public transport;
- **The Macs' Farm** of the commercial concerns, a family run business producer of free range eggs came to present diversification plans for their farm to the north of the village;
- **Vineyards** There are now four vineyards in the parishes. Discussions were held with two of them.
- **Mid Sussex golf club**, situated on the Westmeston side of Spatham Lane
- **The Visit Ditchling Consortium** of local shops and businesses set up to promote Ditchling and tourism. A special questionnaire was circulated to its members to establish their particular concerns. Details are contained in the business and tourism focus group report;
- **Industrial estates**. There are a number of light industrial estates located in the north of Ditchling parish, on the site of the old Keymer tile and brick works
- **St George's retirement complex**, a large purpose built retirement complex in the north of the parish.

## 5.6 Landowners

One area of particular importance was the identification of potential land plots for housing development. The Lewes District Council draft plan was consulted for reference<sup>10</sup>, but the three parishes were keen to identify further potential sites. Accordingly, a general request was published in the usual magazines to ask for landowners who were prepared to put forward ideas about how their land holdings might be suitable for housing development. The letter is attached as **Appendix E**. The results of this initiative were considered by the housing development focus group as part of their work.

## 5.7 Clubs and societies

A round robin letter was sent out to all clubs and societies in the three villages to tell them about the household questionnaire, and ask them if they would like to make a representation of their own position.

---

<sup>10</sup> <http://www.lewes.gov.uk/planning/localplan.asp>

## 6 Communication with the villagers

The most important part of the communication programme was involvement of the villagers. The PMG's professional communications team (Sallie Collard-Watson and Edwina Rowling) led the group's work in this respect and set the public tone for the project. They devised a marketing and P/R strategy, and the running schedule of activities is attached as **Appendix F2**. This was added to as events unfold. The main outcomes are described below.

### 6.1 Identity, publicity & P/R

The communications team started by designing the distinctive logo that appears on all communications, one that has met with widespread approval. (See right)

They then set up links with all the relevant newspapers and news sheets, including the local newspaper (The Mid Sussex Times) and two monthly publications (The Ditchling Dialogue and the parish magazine, The Beacon) that are hand delivered to all households. (See **Appendix G1**) Thereafter they maintained a regular flow of articles to keep residents up to date with events. The team also produced its own occasional newsletter, that was hand delivered to all households: an example is attached as **Appendix G2**.

At key events, placards were also located around the villages:-



■ **A unique village co-operation to shape the development of our community**



The three parishes of Ditchling, Streat and Westmeston have joined together to write a neighbourhood plan. This will be used to help decide all future planning applications in the area.

Watch out for more information coming through your door soon.

**Join in the debate on the future of your village.**



## 6.2 The web site and social media

Internet links were regarded as an essential part of the part of the whole communication process. Thus, once the PMG was established and had set up its basic lines of communication, the next step was to design a dedicated web site, and establish social media links, including Twitter, Facebook, Streetlife, and Linked-in. The web site went live in [February 2014](#)<sup>11</sup>.

As well as basic information such as contacts, events and work with other councils, the web site also contains the evidence base, (see again [Appendix A2](#)) progressively collected and enlarged as the focus groups carried out their work. It also carries the full results of the household questionnaire.



## 6.3 The household questionnaire

The household questionnaire was designed in [April and May 2014](#), going through six design iterations and being vetted by the SDNPA before being circulated to all households in the three parishes. The help of street representatives was enlisted during [June 2014](#) to circulate the forms and ensure the questionnaires were returned by the end of July. [Appendix H](#) shows the form.

Street representatives also helped householders who needed advice or assistance in completing the questions, and prompted those who hadn't returned the completed document by posting reminder cards through letter boxes after a few days. Respondents were encouraged to return their papers by rewards donated by local firms, whose support was much appreciated by the team.

The distribution of questionnaires coincided with the bi-annual Ditchling village fair in [June 2014](#), so the team mounted a stall in the High Street to remind people to return them.

Placards were also displayed around the village centres, and adverts placed in all the usual journals.

Lengthy postal questionnaire, of which ours was one, generally achieve a low-ish return of between 20% and 40%<sup>12</sup>. But as a result of the team's efforts, a very encouraging 51.6% of the households sent their completed questionnaires back. Statistically, our returns success meant we could be 99% certain that the answers received reflected the whole population's views with an accuracy of +/-4%<sup>13</sup>.

<sup>11</sup> <http://www.beaconvillagesplan.co.uk/>

<sup>12</sup> see for example a study by York University, where long postal questionnaires were observed to achieve up to 40% return: [www-users.york.ac.uk/~mb55/msc/clinimet/week6/response\\_text.pdf](http://www-users.york.ac.uk/~mb55/msc/clinimet/week6/response_text.pdf),

<sup>13</sup> for a typical methodology, see <http://www.surveysystem.com/sscalc.htm> from Creative Research Systems

The consequence was that the PMG felt that, coming as it did from more than half the households, the response was a strong expression of a democratic majority, and increased the team's confidence to develop policies based upon the questionnaire results. And focus groups were able to rely extensively thereafter on the results to inform their discussions.

The questionnaire results were analysed using a spreadsheet and posted online in [September 2014](#). Some questions had allowed respondents to express their own preferences and ideas (eg 'where should new houses be located?' or 'what types of traffic calming should we employ?'), and these were also presented under the heading of 'Other Responses'.

When it came to presenting the data graphically, care was taken to differentiate between the use of pie charts, which are appropriate for single choice questions (eg how many cars are there in the household?) and histograms, which are appropriate for multiple choice, (eg 'tick how many ways you make use of the Post Office')<sup>14</sup>.



<sup>14</sup> For more information see <https://fluidsurveys.com/university/use-different-chart-types/> by Survey Monkey



## 7 Communication with other authorities and agencies

The response from most adjoining authorities was disappointing, particularly in the case of Mid Sussex DC, whose own district plan has recently been criticised by the Inspector for a lack of communication, but whose own housing development plans will have a significant effect on the Beacon villages. We will continue to keep them in touch however (see para 7.4 for a full list of agencies who were sent the pre-submission plan for comment in [March 2016](#)).

### 7.1 Neighbouring councils

At the start of the planning process, letters were sent out to all neighbouring local authorities letting them know we had started to prepare a neighbourhood plan for the three parishes, and inviting them to reciprocate in the exchange of ideas and plans. See [Appendix K](#) for pro forma.

Parish councils:	Hassocks Wivelsfield Pyecombe Falmer Plumpton
Town council:	Burgess Hill Haywards Heath
District councils	Lewes DC Mid Sussex DC
City council:	Brighton and Hove
Plus local planning authorities:	
	East Sussex CC (highways, traffic flooding and the environment)
	West Sussex CC (adjoining county, mainly for traffic concerns)
	South Downs National Park Authority (strategic planning)

### 7.2 East Sussex County Council

Two meetings were held with the ESCC and WSCC traffic engineers on [9<sup>th</sup> May 2014](#) to discuss traffic, transport and highway issues. We recognise that traffic matters do not form part of the statutory policy for a neighbourhood plan, but they rate very highly in terms of concerns expressed by the residents. In framing our aspirational policies therefore, the traffic focus group therefore felt it was important to establish links with those authorities. Notes of these meeting and our responses to them are contained within the focus group's report<sup>15</sup>.

### 7.3 South Downs National Park Authority

An SDNPA officer attended all meetings of the PMG to provide advice and guidance.

### 7.4 Statutory services

Ambulance Service  
Police Authority  
Fire service

Letters were sent to those three statutory services, inviting their comments. See [Appendix K](#) again for an example. We received no replies.

---

<sup>15</sup> Traffic and transport draft policy paper, DSW GMB, March 2015. See also <http://www.beaconvillagesplan.co.uk/>

## 8 Feed back of results & collection of public responses

### 8.1 Open days

Following the on line posting of the results, postcards were put through letter boxes by the street representatives to alert people to an open day at which the questionnaire results would be presented:

 <p><b>Find out what your community says it wants</b></p> <p><b>Questionnaire results open morning</b></p> <p><b>Saturday 4 October 10am–12 noon</b> <b>Tuesday 21 October 10am–11.30</b></p> <p>Ditchling Village Hall</p>	<p><b>You told us what you think</b> <b>Now find out what everyone else said</b></p> <p>Dear resident, we recently sent you a household questionnaire to find out your views about the future of our community.</p> <p>More than half of you completed it and gave us your views.</p> <p>An exhibition of the results will be on display at an open morning on <b>October 4</b>. We hope you will drop in to Ditchling Village Hall between <b>10am and 12 noon</b> to find out more and see where we go next.</p> <p>The exhibition will also be at the Ditchling Village Association coffee morning on <b>Tuesday 21 October</b> in Ditchling Village Hall from <b>10am to 11.30am</b> and will also be on our website.</p> <p><a href="http://www.beaconvillagesplan.co.uk">www.beaconvillagesplan.co.uk</a></p>
--	---

The results were presented at two public meetings in Ditchling village hall. The first was on the [4th October 2014](#), widely advertised beforehand as a drop-in event. 140 people came to view the running presentation which was displayed on fixed placards, and on three inter-active lap tops, one of which was also linked to a large public screen. Councillors and PMG members were on hand to explain, take notes, and engage in open discussion with the villagers. There was general agreement from the audience that the process worked well, and people were very engaged with the results presented.



  
Ditchling, Streat  
& Westmeston  
NEIGHBOURHOOD PLAN

**Neighbourhood plan survey**  
**– what did residents say?**

Come along and find out

**Open morning**  
**Saturday 4 October**  
Ditchling Village Hall  
10am – 12 noon

and

**Tuesday 21 October 10am–11.30am**

[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)



The second meeting was on **21<sup>st</sup> October 2104** during the normal monthly village drop-in coffee morning, where the presentation was repeated with equally positive responses from villagers. **Appendix J1** shows the placards displayed in the village hall.

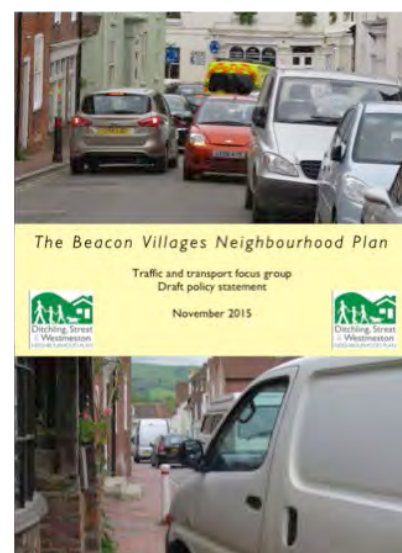
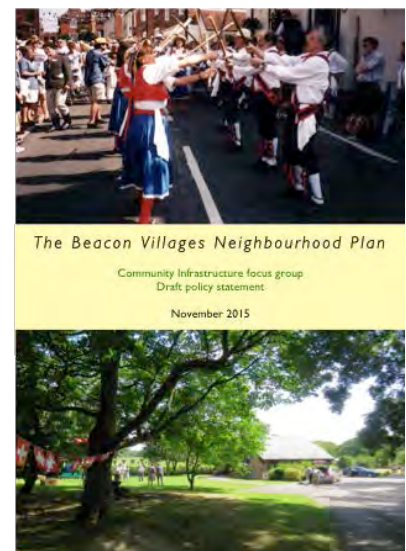
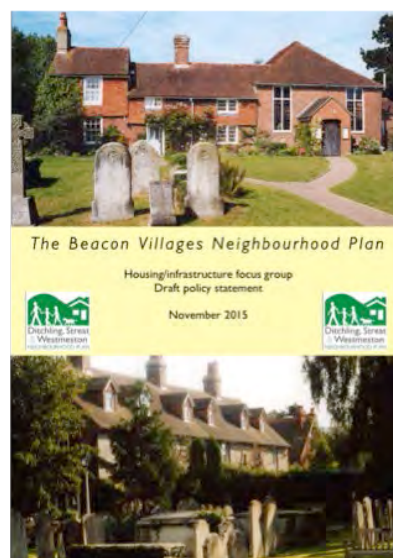
## 8.2 Focus group work and feedback consultation day

As previously noted, the five focus groups were:-

- Conservation/natural & built environment/landscape/biodiversity
- Housing/infrastructure
- Recreation/health/welfare/education/community facilities
- Local economy/business/employment/service centre provision
- Traffic and transport

The groups, composed of village volunteers met from the beginning of 2015 after analysing public reaction on the open day. A typical analysis of the draft policies (in this case traffic issues) is shown in [Appendix J2](#). Photos illustrating this are shown on page xvii. Their work was thus informed by the feedback from the first open day, but the preparation of reports, including draft policies that we hoped reflected the majority views expressed, was not finished until [October 2015](#), mainly because of the unexpectedly large level of analysis needed for the housing and conservation groups.

The groups' reports, whose covers are shown below, were posted on the Beacon villages web site and circulated in time for the second round villages' open day on [14<sup>th</sup> November 2015](#).



### 8.3 Communication of outcomes: locally and with the general public

An open day was held in Ditchling village hall on Saturday, 14<sup>th</sup> November 2015 to present to the public the focus groups' work, particularly draft policies, and ask for feed back on the various policy options that emerged from their deliberations. A flyer describing the five topic areas in outline was put through every letter box three weeks before, reinforced by a lamp post A4 notice:-



**Ditchling, Street & Westmeston NEIGHBOURHOOD PLAN**

**OPEN DAY**  
Saturday November 14th  
Ditchling Village Hall  
10am to 5pm

*Dear resident*  
Since we last sent round a leaflet in March, the five focus groups working on housing, conservation, community infrastructure, employment & business and traffic & transport have been working hard to gather and assess the evidence (including the all-important information you gave us in the household survey last year) and to produce draft policies.

Now we want to hear your views on these draft policies.

**Open day**  
Saturday November 14th  
Ditchling Village Hall  
10am to 5pm

See the draft policies, talk to members of the project and focus groups and give us your views.

**Ditchling, Street & Westmeston NEIGHBOURHOOD PLAN**

**Open Day**  
Come and see the draft policies and plans and tell us:  
**Are we heading in the right direction?**  
**What have we missed?**  
**Where do we want to put new houses?**  
**Saturday November 14th**  
**Ditchling Village Hall**  
**10am to 5pm**  
[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)



## Visitor greeting placard, Ditchling village hall open day

▪



### Welcome to the open day

The exhibition has five areas:

- Community infrastructure
- Business and economy
- Traffic and transport
- Housing
- Conservation and environment

In each area you will find members of the neighbourhood plan team to answer your questions.

This feedback form gives you the chance to comment on all the draft policies. Please hand it in at the door or, if you prefer to fill it in at home, hand it in at Ditchling Post Office BEFORE NOVEMBER 21.

There is also a separate form for you to comment on the possible housing sites being put forward.

Thank you for coming today. Your opinion matters to us.

[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

When the public were asked for their opinions on the draft policies being presented that day, there was a very high approval rating (between 85% and 96%), indicating that we had managed to capture the essence of their views, expressed more informally at the first open days the year before.

See overleaf for a selection of photos taken in the village hall on open day, [November 14<sup>th</sup> 2015](#).



## 8.4 Pre submission plan

Following the affirmation of the neighbourhood plan policies, and a review of the focus group reports (which remained substantially unaltered), the PMG prepared the pre submission report for approval by the parish councils:-

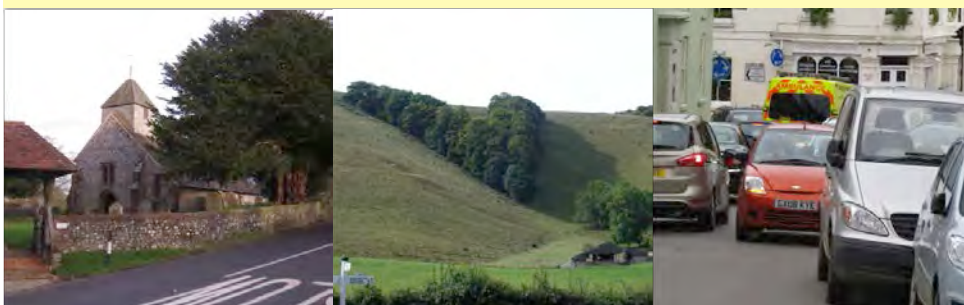


### Ditchling Street and Westmeston neighbourhood plan

*Pre submission consultation draft*



March 2016



After consulting with the planning authorities (SDNPA and LDC) the draft report was published on the web site on [March 10<sup>th</sup> 2016](#), and the formal 6 week consultation period then ran from Wednesday, [16<sup>th</sup> March 2016](#), to Tuesday, [26<sup>th</sup> April 2016](#).

Members of the public were alerted to the report's publication by a village-wide mail shot (see overleaf), announcing that as well as the website version, printed paper copies of the report would be available on display at a number of locations around the villages, as follows:-



- Ditchling recreation ground cricket pavilion
- Ditchling medical centre
- Ditchling Museum of Art + Craft
- Ditchling Post Office
- Ditchling Tea Rooms
- Middleton Common farm shop
- Streat church
- The Larder, Lewes Road Ditchling
- St George's Park library
- St George's Park reception
- St Margaret's church



## Draft Plan Consultation 16 March – April 26



Ditchling Streat and Westmeston  
neighbourhood plan  
Pre submission consultation draft  
March 2014



The Ditchling, Streat and Westmeston draft neighbourhood plan will be available for anyone to comment on from 16 March – April 26.

This is the official pre-submission stage of consultation. Following the open day in November last year when many of you gave us feedback on the draft policies and proposed development sites, we have been busy amending the plan to take these into account.

We have also discussed them with the South Downs National Park Authority and Lewes District Council to make sure we are complying with various regulations and policies. This consultation stage gives you and a host of elected bodies and quangos six weeks to view the draft plan and give us feedback before its formal submission to our local authorities and an independent examiner.

Residents and councillors from the three parishes have been developing the plan for two years, and it will be used in all future planning decisions up to 2030.

It also sets out the ambitions that we have for how we want to see our area develop on matters affecting wider community life, such as the environment, traffic and leisure facilities.

Policy areas cover housing, conservation, community infrastructure, business & employment and traffic & transport, based on the evidence from the household survey responses in 2014, focus groups and open days.

## 8.5 Promulgation of the pre-submission plan to official bodies

The pre submission report was also sent, either in electronic form or original paper copy, to the following authorities and agencies as advised by SDNPA, for their observations:-

- Brighton & Hove City Council
- BT
- Burgess Hill Town Council
- Ditchling History Project
- Ditchling Village Association
- East Sussex County Council
- Environment Agency
- Hassocks Parish Council
- Haywards Heath Town Council
- Highways Agency
- Historic England
- Horsham & Mid Sussex Clinical Commissioning Group
- Lewes District Council
- Mid Sussex District Council
- Natural England
- Network Rail
- Plumpton Parish Council
- Rev David Wallis (vicar, Beacon Churches: Ditchling, Streat and Westmeston)
- South Downs National Park Authority
- South East Water
- Southern Water
- Sussex Wildlife Trust
- The Ditchling Society
- The Visit Ditchling Consortium
- West Sussex County Council
- Wivelsfield Parish Council

An analysis of the responses was prepared and posted on the website for further feedback on [4<sup>th</sup> July 2015](#) for input into a final plan version, later updated as a final document on 14<sup>th</sup> April 2017.

## 9 Second pre-submission partial consultation, Dec' 16-Jan '17

As a result of comments received from authorities and individuals, the SDNPA advised the Beacon parishes to embark on a second partial consultation period by providing more detail on housing, and in categorising important green spaces. In [August 2016](#) a letter was sent to affected households of Long Park Corner (adjacent to the largest potential housing site) to keep them informed on progress, and on further consultation ([Appendix L](#)).

At the same time a newsletter was circulated to all households by the street representatives, to inform all residents of developments. See [Appendix M](#) for its full contents.

Owners of important green spaces across the three parishes were then contacted to determine their views on their areas being categorised to guard against the threat of future development. See [Appendix N](#) for sample letters.

Preparation for this consultation took longer than expected because of delays in getting sufficient detail of potential housing developments from the various landowners. Thus the six week second, partial, consultation period did not commence until [7<sup>th</sup> December 2016](#). The detail of this was announced by a further mail drop newsletter, shown in [Appendix O](#).

Allowing for the Christmas break, the consultation period was then completed on [28th January 2017](#). For both the public and institutions it followed the same procedure as the main consultation, using the same circulation list (see para 7.5 above) that was used for the main consultation.

A drop-in morning was mounted in Ditchling village hall on [21<sup>st</sup> January 2017](#) to present the detailed proposals on housing and green spaces. See overleaf for the lamp post notices that were put up across all three parishes to alert residents to second consultative document and the open morning; the article that was placed in the Ditchling Dialogue; and the notice placed on the Ditchling village web site. An article was also printed in the Mid Sussex Times.

Following this second pre-submission drop-in morning, the PMG prepared a summary of the result. See [Appendix P](#) for a summary both of the open morning comments, and the individual responses sent in during the consultation period.

## 10 Final revised main plan submission

A revised final draft submission that reflected comments and proposals received at the main pre-submission stage, and at the second (partial) pre-submission stage was posted onto the web site at the beginning of February 2017. The parish council then resolved to appoint planning consultants to carry out a final health check on the document. Lewis and Co were retained for this purpose, and their findings were taken into account for the final draft submission, completed by the end of [April 2017](#).

After final informal checks with the SDNPA, the final draft submission was then submitted to the three parish councils for approval and onward transmission to the planning authorities (Lewes DC and SDNPA). This concluded the local stages of the Plan.



# Consultation

**7 December 2016 –  
28 January 2017**

- Let us know what you think about:
- the final proposed housing sites
  - the green spaces that are being proposed for protection

## Open morning

**Saturday 21<sup>st</sup> January 2017  
Ditchling Village Hall, 10am – 12.30pm**

See the full consultation document [online](http://www.beaconvillagesplan.co.uk), at **Ditchling Parish Council Office** (Ditchling Village Hall basement, 10am–Mondays and Tuesdays\*) and in **Ditchling Post Office**.

[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

\*excluding Dec 12, 13, 26, 27, Jan 2

• large & small tree removal • tree & hedge pruning • stump grinding • logs • tree planting & hedge laying

**01273 500 999**  
**07816 408 123**  
[www.thetreeworks.com](http://www.thetreeworks.com)

City & Guilds  
Checkatrade.com

A family run business with over 30 years local experience.  
All roofing work undertaken including:

Flat Roofs • UPVC Fascia & Soffits  
Guttering • Moss Clearing  
Chimney Repointing • Lead Work  
Tiling • Slating • Shingle

VAT FREE Call for a free estimate or advice  
01273 844946 07854 327020 VAT FREE

**Consultation open morning**

21<sup>st</sup> January 2017  
Ditchling Village Hall, 10am-12.30pm

Your chance to see:

- the final proposed housing sites
- the green spaces that are being put forward for protection

[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

*Edwina Rowling*

fostering co-operation between

Ditchling Village Association

Home | About DVA | News | Event Diary | Gallery | DVA Reports | Visitor Info | Village Map

13 Dec 2016

### Neighbourhood Plan - Consultation

7 December 2016 - 28 January 2017

Now is your chance to review the second consultation document prepared by the NP team providing details of:

- The final proposed housing sites
- the green spaces that are being proposed for protection

A leaflet providing outline details is available and is being delivered to all houses. To download a short copy of this leaflet please click on the 'consultation outline leaflet' link below.

To facilitate review and discussion there will be an:

#### Open Morning

**Saturday 21 January 2017 10am - 12.30pm**

**Ditchling Village Hall**

See the full consultation document online (click on NP website link), or at:

- Ditchling Parish Council Office (Village Hall basement, 10am - 2pm)
- Ditchling Post Office

[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

See **Neighbourhood Plan website**.

See **Consultation outline leaflet (size 329.08kB)** for more information.

Member: **Ditchling Village Association**

To print this page, click here.

Disclaimer © 2015-16 Ditchling Village Association

## COMMUNICATION, ENGAGEMENT & PUBLICITY

# Appendices

## **APPENDIX A0: Applications for amendments & screenings**

1 Application for amendment to neighbourhood plan area

2 Submission to planning authorities for a Screening Opinion

3 Approval by SDNPA of SEA screening approach

4 Memorandum of Understanding between Beacon parishes and S D N P A

5 **Judicial review: Quashing of JCS policies SP1 and SP2 (setting of housing requirements)**

---

### *1 Application for amendment to neighbourhood plan area*

South Downs National Park Planning Authority  
Lewes District Council Planning Authority

12 Common Lane  
Ditchling  
Hassocks  
W. Sussex  
BN6 8TJ

13.11.13

Tel: 01273 844110  
Email: tomdufty@hotmail.com

Dear Madam/Sir,

I'd be grateful if you would progress this application through your respective planning authorities.

#### **Amendment to Neighbourhood Plan Designation Area**

I write as a co-opted member of Ditchling Parish Council and the appointed Chairman of the Steering Group set up to develop a Neighbourhood Plan for the parish of Ditchling. The Steering Group has a tripartite composition comprising a Project Management Group composed of a cross section of residents; an Advisory Team composed of Parish Councillors and specialist advisers; and a representative in each street in the parish acting as a two-way conduit between the residents and the PMG.

My purpose in writing is to apply for approval for an amendment to the area currently designated for that plan. In motions placed before them on October 29<sup>th</sup> and November 12<sup>th</sup>, Streat Parish Meeting and Westmeston Parish Council, respectively, voted in favour of participating with Ditchling Parish in the development of a Neighbourhood Plan covering all three parishes.

I am therefore applying for approval for an extension to the designated area to encompass the additional two parishes in their entirety.

The motions placed before the respective Councils were as follows:

On Tuesday October 29<sup>th</sup> under the Chairmanship of Mr Tony Gedge, Streat Parish Meeting passed the following motion: *“That Streat Parish Meeting supports the development of a Neighbourhood Plan which shall include Ditchling and Westmeston parishes, and authorises the Committee to take such action, as it thinks appropriate in the best interests of Streat, to achieve this, including the co-option of non-Committee members onto any sub-committee set up for this purpose.”*

On Tuesday November 12<sup>th</sup> under the Chairmanship of Mr Rob Mills, Westmeston Parish Council passed the following motion: *“Westmeston Parish Council supports the development of a Neighbourhood Plan which includes the parishes of Westmeston, Streat and Ditchling.”*

All three parishes have substantial interests in common with regard to current and future social, economic and environmental development and share a common close heritage. Many of the infrastructure facilities and services (e.g. School, Medical, Shops, pubs) used and relied on by Streat and Westmeston residents are located in Ditchling parish and it is appropriate that they should have their say in expressing their needs and contributing to their future development.

Yours faithfully,

Tom Dufty, Chairman Neighbourhood Plan Steering Group  
*With the delegated authority of Ditchling Parish Council*

Mr Tal Kleiman  
Neighbourhood Planning Officer  
Lewes District Council  
Southover House  
Southover Road  
Lewes  
BN7 1AB

2/06/14

(A similar letter was been sent to Ray Drabble of the SDNPA)

Dear Sirs

**Ditchling, Streat & Westmeston Neighbourhood Plan - Submission for a Screening Opinion**

We have started the development of a Neighbourhood Plan for the area covered by the above three parishes. The plan is being developed by a Project Management Group of residents supported by an Advisory Team of Parish Councillors and specialists.

The neighbourhood plan area, comprising the parishes of Ditchling, Streat and Westmeston was formally designated on January 16<sup>th</sup> 2014 following approval by the South Downs National Park Authority and Lewes District Council. We intend to prepare the plan in conformance with the emerging policies contained in the Lewes District Joint Core Strategy and consistent with much of the area being in the National Park.

This letter comprises a request for a screening opinion from the South Downs National Park Authority and Lewes District Council as to whether production of the neighbourhood plan would require the preparation of a Sustainability Appraisal or a Strategic Environmental Assessment under the relevant regulations. Guidance is also sought on whether a requirement to produce a Habitats Regulation Assessment would arise.

The following information is based on current evidence available from published sources. We are in the process of consulting directly with the residents of the area to determine their views and to obtain information not available from published sources.

Approximately 75% of the geographic area of the plan is within the South Downs National Park.

Approximately 80% of the area's residents live within the Park.

**1. What are the broad aspirations of the Neighbourhood Plan area parishes in terms of the development that they wish to plan? Scale of development spatially and numerically – how many houses?**

The current Development Plan covering the area comprises the saved policies of the Lewes District Local Plan. The Neighbourhood Plan will reflect its broad aspirations but, more particularly, is intended to be compliant with the provisions of the latest emerging policy guidance contained in the recently published Lewes District Local Plan Part 1 Joint Core Strategy Proposed Submission Document Focussed Amendments (May 2014). Under the latter document the development requirement assigned to the area is at least an additional twenty-five new houses between now and 2030/1. (NB This document will be subject to consultation between now and July 11<sup>th</sup>. Formal submission is anticipated in August; examination in the Autumn; and adoption early in 2015). We can envisage that, to sustain and grow employment opportunities, our policy proposals will include provision for continuing modest scale business development within the area consistent with the purposes of the National Park, including an increase in home-based businesses. The plan is unlikely to promote development which is divorced from established settlements or existing development. Whilst it is not yet clear what if any additional utility development will be required to support this development and to meet modern ecological standards, we can envisage that our policy proposals will not be damaging to the character of the area and will reflect the need to conserve the integrity and aesthetics of the National Park.

**2. Do any elements of the plan trigger an EIA under the criteria listed in Schedule 11 of the Town and Country Planning Act (EIA) Regulations 1999? E.G. a community heating scheme or anaerobic digestion plant?**

Our plan is very unlikely to promote proposals requiring an EIA. It will identify possible site(s) for development which might ultimately, subsequent to adoption of the plan, trigger the need for an EIA but we don't contemplate the scale of development which will do so. Any development projects based on site(s) identified in the plan will go through the normal planning processes.

**3. Are these aspirations consistent with any existing Local Plan or Joint Core Strategy or do they diverge in any way? Has that Local Plan or Joint Core Strategy been subject to Sustainability Appraisal?**

Our aspirations for the Neighbourhood Plan are consistent with both the existing Local Plan and “Lewes District Local Plan Part 1: Joint Core Strategy-Proposed Submission Document Focussed Amendments (May 2014)”. We do not consider that our plan would be likely to give rise to significant environmental effects that have not already been considered and assessed in the Sustainability Appraisal for the Joint core Strategy.

**4. What is the proximity of national and local level designations for both nature conservation and cultural heritage? If these can be mapped out to a ten mile radius or so this would be helpful.**

Within the area covered by the plan there are the following designations for nature conservation:

- \* The South Downs National Park
- \* 157 Acres of Ditchling Common Country Park (grid Ref: TQ335183) owned and managed by ESCC = Site of Special Scientific Interest
- \* 21 Acres of Tenantry Down = Leased by Ditchling Common and Tenantry Down Ltd to the Sussex Wildlife Trust. The current lease expires 2018
- \* 5 x Sites of Nature Conservation Interest/Importance (SNCI) = Ditchling Common Meadow; Purchase Wood; St George's Retreat; Street; Westmeston St Martin's Churchyard
- \* Ditchling Common Registered under the Commons Registration Act
- \* Lodge Hill owned by the Turner-Dumbrell Foundation with charitable status

Our neighbourhood plan will promote policies consistent with the protection of nature conservation sites. It will not contemplate any development within such designated areas or which might otherwise adversely impact upon them. Also it will only support development consistent with the purposes of the National Park.

Within the area covered by the plan are the following designations for cultural and/or nature conservation:

- \* 4 x Conservation Areas in the parishes of Ditchling (x 2), Street and Westmeston
- \* 1 x Article 4 Area within the Ditchling Conservation Area
- \* Listed Buildings in three parishes including 2 x Grade 1, 4 x Grade 2\* & 96 x Grade 2
- \* Scheduled Monuments and 'Historic Environment Records' in all three parishes including 2 x Westmeston Parish Archaeological Areas of Interest

- \* 1 x Scheduled Ancient Monument (Ditchling Beacon – although not wholly within)
- \* A Roman road runs east/west north of the High Street

Our policies will respect the cultural and built heritage of our parishes. We will not frame any development policies that are inappropriate in scale and style to this heritage; or that destroy this cultural heritage or intrude inappropriately on its curtilage; or that are detrimental to conserving its aesthetic or historical integrity.

**5. What are the key physical environmental issues currently affecting the neighbourhood? Are there issues such as flooding, contaminated land, sewage treatment, pollution?**

We attach two maps showing:

- \* The Source Protection Zones and Floodzones relevant to the area covered by the plan
- \* The susceptibility to surface water flooding in the area covered by the plan

We will not propose policies that put developments at potential risk of flooding or that might exacerbate flooding. We will have regard also to local knowledge of the potential for flash flooding.

We have obtained from your Council three large scale OS maps showing historic contaminated land sites in the neighbourhood plan area. (We would be grateful, if you need to see them, if you would obtain copies from your colleague John Nicol). We will not propose policies that place potential developments on these sites or in the buffer zones surrounding them.

Air pollution in the centre of Ditchling village, although not above statutory limits, is relatively high and generated by through-traffic from settlements outside the area.

The key physical characteristic of the area covered by the plan is the landscape quality. It is an inspirational landscape and its conservation and its protection is a key issue. We will attach a high priority to preserving its integrity.



**6. What are the key social issues? Is school/commuter traffic a key issue or shortage of affordable housing and how is the plan likely to address these issues?**

The key social issues which will influence the development of our plan and/or our duty to cooperate with neighbouring settlements are:

\* The massive volume of through-traffic using the B2112 and Spatham Lane generated from Burgess Hill and Haywards Heath outside the plan area. The unattractive environment this causes has very serious implications for the social and economic sustainability of the plan area and the safety of residents. It has resulted in the erosion of key shops and facilities. The ability of Ditchling village to fulfil its role as a 'Service Centre' for Ditchling residents, as defined in the draft Joint Core Strategy, is already severely curtailed. Historically Streat and Westmeston residents have relied heavily on Ditchling village to provide many of the basic shops and social services unavailable to them in their more rural locations. They are increasingly having further to go to obtain them. The traffic issue also results in an inability to gain economic benefit from visitors to the National Park which would in turn help to sustain the essential shops and facilities needed by the residents of the plan area. National Park visitors are deterred from visiting the area and likewise the National Park Authority gains little benefit from having an historic Downland village at the gateway to the park. The problem is exacerbated by the chronic lack of off-street parking facilities.

\* The poor Broadband connectivity, which risks business and economic development. This is particularly critical to our plan area because of the high population of people working from home.

\* The shortage of affordable housing which results in many, particularly young, key workers in the plan area having to live outside the area and with little prospect for those growing up in the area to stay within it.

Based on 2009 data the median purchase price for a detached house in Ditchling Parish was c£490K compared with c£290K England and c £280K East Sussex. For a semi-detached it was c£275K compared with c£200K England and c £175K East Sussex. Based on 2011 data, 5% of houses in Ditchling were Council Tax Band H compared with 2.5% East Sussex, 0.5% England; 27.3% Band G compared with 5.2% East Sussex, 3.5% England; 27.3% Band F compared with 6.9% East Sussex, 3.5% England. The figures are similar for Streat and Westmeston parishes.

\* The primary school, St Margaret's, which serves the parishes of Ditchling, Streat and Westmeston is currently at full capacity at the lower age range. There is already a 'temporary' additional class occupying a 'temporary' building for this age range and some children are already having to be taxied to schools outside the area. The situation eases at the higher age range because of the numbers transferring to private schools. If the plan confirms the need for additional affordable housing, primarily to accommodate young families unable to afford to purchase, the pressure on school places at the younger age range will intensify.

\* Employment opportunities for young people in the neighbourhood plan area are severely constrained because of the extreme cost of private house purchase and the lack of affordable, rentable, accommodation. A young person living outside the area and wishing to work in the area is dependent either on public transport or private car to get to work. The public transport service is infrequent and not suited to working hours. Likewise young people still living in their parents' homes in the area and working outside it experience similar difficulties.

\* The demographics of the area portray a distinctly older and more dependent population than the average. Based on 2011 data 26.3% of all people were living with 'limiting long term illness' in Ditchling Parish far exceeding the average for East Sussex (20.3%) and England (17.6%). The infrequent public transport services, combined with the deterioration in the 'service centre' facilities offered by Ditchling village severely limits the independence of this sector of the population. The comparable figures for Streat and Westmeston parishes are less. Our neighbourhood plan will seek to sustain and grow the facilities and services available within the plan area for an older population of residents.

Yours sincerely,

Tom Dufty, Chairman  
email: tomdufty@hotmail.com Tel: 01273 844110

Tom Dufty, Chairman  
Ditchling, Streat and Westmeston Neighbourhood Plan Project Management Team  
c/o 12 Common Lane  
Ditchling BN6 8TJ

05/08/14

Dear Mr. Dufty,

**Subject: Ditchling, Streat & Westmeston Neighbourhood Plan – Submission for a Screening Opinion**

My apologies first for the delay in responding to your letter of 2 June 14 which is, in part, owing to the fact that SDNPA has after considerable deliberation taken the decision not to require a Strategic Environmental Assessment (SEA) at this point in time. This decision has been taken following consultation with the statutory advisors.

The basis for the decision is as follows:

- The scale of development covered by the plan (at least 25 houses between now and 2030/1) is not likely to have a significant effect upon the environment;
- The Neighbourhood Plan (NP) proposed housing development for Ditchling is consistent with that allocated on the Lewes/SDNPA JCS and indeed this has already been subject to an SEA that adjusted the allocation on the basis of implications for the local traffic network (see attachment). The Joint Core Strategy (JCS) allocation is 25 inclusive of current completions.
- The Environmental Assessment of Plans and Programmes Regulations 2004 Article 5.(6) states: “An environmental assessment need not be carried out for a plan or programme of the description set out in paragraph (2) or (3) which determines the use of a small area at local level;”
- I do not envisage any significant effects upon existing Natura 2000 designations that would trigger an SEA under Article 3(2)(b) of the SEA Directive;

Furthermore, in view of the final bullet, SDNPA does not consider that a Habitat Regulations Assessment is required for the NP based upon the information currently provided.

It is the above considerations in combination that have led to the view that, in this instance, an SEA is not required. It does not reflect a view on the part of SDNPA that SEA is not necessary for Neighbourhood Plans because they cover a small area; in certain locations they are critical and have been required notwithstanding a small area.

SDNPA will periodically review this decision as further details of Ditchling NP emerge. Should additional information change the above criteria to suggest that the plan may have likely significant effects on the environment, SDNPA will notify the NP Project Team and explain the reasoning behind our change in decision. Similarly SDNPA expects the NP Project Team to notify us of any change in the development of the plan that may trigger a review of this decision.

While, at this point, the NP has been screened out as requiring SEA, it is still incumbent upon the NP Project Team to meet the ‘Basic Condition’ relating to sustainable development. This is in order to satisfy the provisions of paragraph 72 of the NPPG (set out below).

*This basic condition is consistent with the planning principle that all plan-making and decision-taking should help to achieve sustainable development. A qualifying body must demonstrate how its plan or Order will contribute to improvements in environmental, economic and social conditions or that consideration has been given to how any potential adverse effects arising from the proposals may be prevented, reduced or offset (referred to as mitigation measures).*

This screening decision does not prevent the NP Project Team from undertaking an SEA of their NP, should they wish to do so and should not be viewed as in any way prejudicing such a decision.

Yours sincerely

Ray Drabble  
Sustainability Policy Officer  
South Downs National Park Authority  
Ray.Drabble@southdowns.gov.uk  
Tel: 01730 819262 Mobile: 07785425937

Copy to: Tal Kleiman, Lewes District Council

## **Memorandum of Understanding**

### **Between Ditchling, Westmeston & Streat Parish Councils & South Downs National Park Authority in relation to Neighbourhood Planning**

#### **1. Background**

1.1 This Memorandum of Understanding outlines the key roles and responsibilities of the main parties involved in the development of a Neighbourhood Plan for the parishes of Ditchling, Westmeston and Streat. In doing so it confirms the willingness of all parties to work positively together and sets out the protocols and parameters by which the neighbourhood plan will be prepared.

1.2 The parties are: Ditchling Parish Council, Westmeston Parish Council, Streat Parish Meeting (DWS), the Project Management Group<sup>16</sup> (PMG) and the South Downs National Park Authority (SDNPA).

1.3 The neighbourhood plan will be produced for the designated neighbourhood area of Ditchling, Westmeston and Streat as defined by the map in Annex I. The neighbourhood area is partly within the SDNP and the main centre of population is within the National Park. Therefore, SDNPA is the lead authority for neighbourhood planning for Ditchling, Westmeston and Streat neighbourhood area.

1.4 The parties will work in cooperation to prepare a planning document for the local community that is suitable for adoption as a Neighbourhood (Development) Plan. Work on the plan and evidence produced for it could also contribute to future development of the Local Plan produced by the SDNPA.

#### **2. Roles and Responsibilities**

2.1 DWS, PMG and SDNPA are committed to maintaining an open and transparent relationship to enable the effective development of the Example Neighbourhood Plan. The key roles of each party in the neighbourhood planning process are as follows:

##### ***Ditchling, Westmeston and Streat Parish Councils***

2.2 DWS are the “relevant body”<sup>17</sup>, with legal authority to produce a neighbourhood plan under neighbourhood planning regulations. They are the properly elected democratic bodies representing the entire local community within the parishes and are committed to ensuring that the community's views are fully reflected in all local planning decisions within the parishes.

2.3 The Parish Councils will be responsible for the overall content of the neighbourhood plan prepared and for its submission to SDNPA.

2.4 The Parish Councils will formally agree the final draft neighbourhood plan at a Parish Council meeting prior to submission to SDNPA to ensure the plan is supported by the whole Parish Council.

2.5 The Parish Councils will fulfil their duty to have regard for the National Park Purposes when preparing and agreeing a neighbourhood plan proposal for submission to SDNPA.

##### ***Project Management Group***

2.6 PMG is a group formed of councillors and residents of Ditchling, Westmeston and Streat parishes acting under terms of reference and recognised by the Parish Councils for the purpose of preparing a plan for the future development of the parishes.

2.7 PMG, on behalf of the Parish Councils and the community of Ditchling, Westmeston and Streat Parishes, will be responsible for carrying out the work necessary to deliver the neighbourhood plan.

2.8 PMG will:

- Seek to involve the whole community and gather the views and opinions of as many groups and organisations in the community as possible in the preparation of the neighbourhood plan. An extensive and inclusive programme of community participation and consultation will be carried out to help develop the plan;

---

<sup>16</sup> Parish Council have delegated the production of the neighbourhood plan to Neighbourhood Plan Steering Group (ENSG). See Appendix 2 for ENSG Terms of Reference.

<sup>17</sup> for the purposes of section 61G of the 1990 Town and Country Planning Act being the parish council for the entire neighbourhood planning area, i.e. the whole Parish.

- Project manage the preparation of the plan, prepare a project plan and budget and regularly report back to the Parish Councils on details of progress against timetable and budget on (at least) a monthly basis, and share the project plan with the SDNPA;
- Act as the main conduit between the Parish Councils, the local community, the SDNPA and the relevant district and county councils for neighbourhood planning matters;
- Submit a description of the scope of the proposed neighbourhood plan to the Parish Councils for their consideration and approval as soon as is practicable;
- Liaise with relevant authorities and organisations to ensure that the Plan is as effective as possible, is fit for purpose and complies with the National Park Purposes and Duty<sup>18</sup> and the strategic elements of the emerging SDNP Local Plan;
- Ensure that the scope and content of the Neighbourhood Plan is appropriate to the issues raised by the local community, is prepared utilising robust and proportionate evidence and takes full account of Government policy set out in the National Planning Policy Framework (NPPF) and Regulations governing the production of a neighbourhood plan;
- Seek a view from the SDNPA on the requirement or otherwise for Strategic Environmental Assessment (SEA) - known as a 'screening opinion', and provide sufficient key information in order for SDNPA to formulate a screening opinion. Should the screening opinion indicate that an SEA be required, the responsibility for meeting this requirement will be met by the Parish Councils;
- Share an early draft (pre-submission neighbourhood plan proposal) with SDNPA to check the compatibility of the draft neighbourhood plan with the National Park Purposes and Duty, adopted Local Plan and emerging local policies;
- Submit a final version of the neighbourhood plan proposal to the Parish Councils for its approval prior to the Plan being submitted to SDNPA for Independent Examination; and,
- Be responsible for the design, publication and maintenance of a neighbourhood plan webpage to ensure wider awareness of the neighbourhood plan production. The webpage should include an opportunity for people to volunteer to be part of the group.

### **South Downs National Park Authority**

2.9 SDNPA has a number of legal duties in relation to the production of a neighbourhood plan. These are:

- to publicise and designate a neighbourhood area for the purposes of neighbourhood planning within nationally set timescales.
- to provide advice and assistance to DWS and the PMG on the neighbourhood plan preparation
- to validate, check and publicise a neighbourhood plan prior to submission for independent examination;
- appoint an independent examiner in consultation with the Parish Councils and meet the costs of performing independent examination;
- Bring the neighbourhood plan into force subject to the results of the referendum.

2.10 At the end of the neighbourhood plan process, the plan is made (adopted) by the National Park Authority and to that end it is in the interests of SDNPA to work with DWS and PMG to deliver a robust, fit for purpose and high quality document for the local community. For these reasons and in the spirit of working together for the benefit of the local community and in accordance with Schedule 4B of the Town and Country Planning Act 1990<sup>19</sup>, SDNPA will provide the further following support to DWS / PMG for neighbourhood planning activities:

---

<sup>18</sup> The SDNPA's statutory purposes & socio-economic responsibilities specified in the Environment Act 1995:

Purpose 1: To conserve and enhance the natural beauty, wildlife and cultural heritage of the area.

Purpose 2: To promote opportunities for the understanding and enjoyment of the special qualities of the National Park by the public.

Duty: To seek to foster the social and economic wellbeing of the local communities within the National Park in pursuit of our purposes.

<sup>19</sup> "give such advice or assistance to parish councils and designated Neighbourhood Forums"

- Provide professional and timely advice on neighbourhood plan preparation and other relevant planning matters particularly the Local Plan. The SDNPA will endeavour to acknowledge any request for advice within 5 days and provide a full response within 2 weeks. Where this is not achievable, SDNPA will indicate when a full response can be provided;
- Provide a view on the requirement or otherwise for a Strategic Environmental Assessment (SEA) of the Neighbourhood Plan (known as a 'screening opinion'). Support and advise as necessary, on the scoping and development of a proportionate SEA including the appropriateness of this forming part of a wider Sustainability Appraisal and Habitats Regulations Assessment of the Plan, if required;
- Endeavour to attend meetings and events where possible and useful to developing the neighbourhood plan;
- Nominate a lead officer at the SDNPA who will be responsible for co-ordinating the input of other technical specialists from within the SDNPA as may be required to support the process. The lead officer will also liaise with the relevant District and County Council on technical matters such as highways and schools where necessary;
- Liaise with the Parish Councils and PMG to ensure that the neighbourhood plan is in conformity with the strategic policies of the adopted / emerging Local Plan;
- Consult development management officers to assess the effectiveness and robustness of any potential policies;
- Digitise any proposals or allocations maps included the neighbourhood plan to be incorporated into the SDNP development plan; and
- Consider other reasonable requests for support based on the circumstances.

2.11 The SDNPA will apply to the Government for funding which has been made available for local authorities to provide support to the development of Neighbourhood Plans to help fulfil the support outlined above. £5,000 will be made directly available to parish council(s) preparing a neighbourhood plan. This allocation will be subject to Government 'new burdens' funding continuing to be made available. The allocation of discretionary resources, including the giving of grants will be decided by the Director of Planning and may be subject to revision according to circumstances.

### **3. Reviewing the Memorandum of Understanding**

3.1 This Memorandum of Understanding will be kept open to review during the development of the Neighbourhood Plan. Amendments may be made following agreement between DWS, PMG and the SDNPA.

**Signed:**

**Signed:**

**Signed:**

**Signed:**

**Date:**

## **Annex I Designated Ditchling, Westmeston and Streat Neighbourhood Area**

(Map followed)

---

*circumstances, they consider appropriate for the purpose of or in connection with facilitating the preparation of Neighbourhood Development Plans."* [Schedule B of the 1990 Act] ('duty to support').  
NB: there is no legal requirement to give financial assistance.

**5 Judicial review: Quashing of JCS policies SP1 and SP2 (setting of housing requirements)**

From: Amy Tyler-Jones SDNPA <amy.tyler-jones@southdowns.gov.uk>  
Date: Tuesday, 18 April 2017 11:32  
To: Pam and Mike Burr <mustburr@gmail.com>  
Subject: Lewes JCS ruling

Hi Mike

Further to our conversation see below some recommended text to include in the submission neighbourhood plan:

The Lewes Joint Core Strategy covered that part of the National Park within Lewes District including Ditchling, Westmeston and Streat. It was adopted by the National Park Authority (NPA) on 23 June 2016. A legal challenge was subsequently made by Wealden District, which resulted in the quashing of policies SP1 and SP2 of the JCS. Policy SP1 sets the overall development requirements for the district and SP2 sets the housing requirement of 15 net additional units in Ditchling. The judicial review centred on the methodology for the Habitat Regulations Assessment (HRA) in regard to measuring traffic movements through Ashdown Forest, which is a Special Area of Conservation (SAC).

It has been decided by the Secretary of State for Communities and Local Government and the National Park Authority (NPA) not to appeal the decision. It has also been decided by the NPA that the issue should not slow down the preparation of the South Downs Local Plan or any neighbourhood development plans (NDP) being prepared in Lewes District including Ditchling.

The NPA will work with our HRA consultants over the next few weeks on further traffic modelling for the HRA. The NPA will do all necessary HRA work for the NDP groups affected by the judgement. It is unlikely that the housing figure for Ditchling will change as result of the further traffic modelling in support of the HRA. The NPA will continue to work in supporting Ditchling, Westmeston and Streat in the progression of their neighbourhood development plan.

Best wishes

Amy

Amy Tyler-Jones  
Planning Policy Officer – Neighbourhood Planning  
South Downs National Park Authority

Tel: 01730 819272

**Please note my working days are Monday, Tuesday & Wednesday**

South Downs Centre, North Street, Midhurst, West Sussex, GU29 9DH

[www.southdowns.gov.uk](http://www.southdowns.gov.uk) <<http://www.southdowns.gov.uk>> | [facebook](#)

<<http://www.facebook.com/sdnpa>> | [SDNPA twitter](#) <<https://twitter.com/sdnpa>> | [Ranger twitter](#) <[https://twitter.com/Ranger\\_sdnpa](https://twitter.com/Ranger_sdnpa)> | [youtube](#) <<http://www.youtube.com/sdnpa/>>

## **Ditchling Street and Westmeston Neighbourhood Development Plan Management process terms of reference**

**The project will be overseen by the community through three groups:**

### **The Project Management Group**

The Project Management Group will comprise a cross section of residents, no more than ten in number, tasked with taking the Neighbourhood Plan forward, collecting evidence and developing policy options. Specifically the PMG will:

- Progress the project and report back regularly on progress to the Advisory Team
- Collect the information necessary for the formulation of evidence-based policy options
- Obtain whatever information that cannot be obtained from official sources from residents and special interest groups.
- Conduct an audit of existing parish facilities and services and identify what purpose they serve in promoting social, economic and environmental development.
- Analyse the information amassed and identify what is lacking in the current facilities and services provision and the issues pertinent to the sustainable future of the Parish up to 2032 and beyond.
- Work closely with the SDNPA, East Sussex County Council and Lewes District Council to determine the local authority strategic demands placed on the parish.
- Consult with neighbouring authorities in accordance with a 'duty to cooperate'
- Consult with the Advisory Team on matters needing planning expertise and/or local authority information and report back regularly to it on progress
- Co-opt people as necessary to provide special knowledge and/or expertise or to undertake specific tasks.
- Conduct a comprehensive consultation exercise with residents and special interest groups to determine their vision of the parish in 2030 and their view of the policies needed to address the issues identified.
- Produce effective, evidence-based draft policy options addressing the social, economic and environmental development of the Parish up to 2030.
- Test the draft policy options on the Advisory Team
- Submit the final draft plan to the Parish Council
- Assist as necessary with the submission to the Independent Examiner and the subsequent referendum

### **The Advisory Team**

The Advisory Team will comprise, no more than eight in number, Parish Councillors nominated for the planning and/or local authority knowledge they can contribute, plus the Lewes District Council member for Ditchling (Cllr Tom Jones).

Specifically the Advisory Team will:

- Agree with the PMG the Steering Group's Terms of Reference
- Agree with the PMG the nature of consultation exercises with residents & special interest groups
- Ensure that Declarations of Interest are obtained for PMG and Advisory Team members
- Monitor and report back project progress to the Parish Council
- Provide individually and collectively, as required, specialist knowledge & expertise to the PMG
- Test the draft policy options for their effectiveness and conformity with local authority strategic requirements and ensure that the plan as a whole is credible and meets with all the legislative and other requirements
- Arrange for a Sustainability Appraisal & Appropriate Assessment to be carried out

**The Street Representatives**

the Street Representatives will, collectively, comprise a nominated resident in every street, not being members of the above, to act as an informal on-going link between the residents in their streets and the PMG in addition to the official consultation process with all residents and special interest groups that the PMG will conduct.

Specifically the Street Representatives will:

- Act as the link between the residents in their streets and the PMG feeding information both up and down
- Hold, as appropriate, meetings with residents in their street
- Participate in and assist the PMG in the management of the formal consultation process with residents and special interest groups

**Protocols**

It will be incumbent on the component parts of the Steering Group to ensure that there is no discrimination in the project process and that it is an inclusive, open and transparent process to all residents and special interest groups in the Parish.

The Declarations of Interest will include any personal interest that is, or may be perceived as, relevant to any policy options formulated by the group. This may include membership of an organisation, ownership of interest in land (directly or indirectly) or a business or indeed any other matter likely to be relevant to the work undertaken by the Steering Group.

Meetings of the Project Management Group and Advisory Teams will take place on a regular basis in accordance with the needs of the work in hand.

The composition and structure of the Project Management and Steering Groups will be kept under constant review.

Tom Dufty



**APPENDIX A2: Evidence gathering**

**Ditchling, Streat and Westmeston Neighbourhood Development Plan**  
**Evidence Gathering**

**Primary Source Material**

**547 x Residents' completed questionnaires** (i.e. 51.5% return) & comprehensive analysis

1. Vision Statements
2. 'Others' Statements
3. Pie and Bar charts

**11 x Special Interest Group completed questionnaires** (as at 6.2.15):

- 2 x 'Email Narrative' Ditchling Village Assoc & Ditchling Tea rooms
- Ditchling Cricket Club
- The Ditchling Society \*
- Good Neighbours
- Macs Farm \*
- Ditchling Museum Friends
- Ditchling Museum of Art & Craft \*
- St Margaret's Primary School
- St George's Park Ltd \*
- Ditchling Players
- \* = Followed up with face-to-face meeting with recorded meeting notes

**Secondary Source Material**

**Overarching Plans (online)**

- National Planning Policy Framework (NPPF)
- Lewes District Joint Core Strategy  
[www.lewes.gov.uk/corestrategyexamination](http://www.lewes.gov.uk/corestrategyexamination)
- South Downs National Park Local Plan (Draft) Consultation 2015/17 & some relevant evidence:  
[www.southdowns.gov.uk/planning/planning-policy/local-plan](http://www.southdowns.gov.uk/planning/planning-policy/local-plan)
  - Settlement Hierarchy
  - Strategic Housing Land Availability Assessment (SHLAA)
  - Viability Assessment: Community Infrastructure Levy & Affordable Housing Report 2014 & Draft Guidance on CIL operation 2014 & FAQs
  - Transport Study Phase 1 2013
  - Access Network and Accessible Natural Green Space Study Part 1 Main Report 2014 (Ref: Ditchling Beacon)
  - South Downs National Park Employment Land Review Report 2012

**Neighbouring Neighbourhood Plans (all online)**

- Burgess Hill
- Haywards Heath
- Hamsey
- Wivelsfield

### **Air Pollution**

- Air Diffusion Tube Locations - Map
- LDC September 2013 Air Quality Progress Report (3 References to Ditchling) (PDF)

### **Contaminated Land**

- Maps – For Ditchling, Streat and Westmeston Parishes (PDF + Hard copy for D, Hard for S & W)

### **Ditchling Common Country Park**

- Ditchling Common Natural England SSSI Condition Report (PDF)
- 'Higher Level Stewardship' Agreement with Natural England – 10 year agreement, commencing December 2013 (PDF)

### **Flooding**

- River Flood Risk Map – D, S & W
- SDNP Groundwater/Surface Water Flooding Risk Map – D, S & W 2014 (PDF & hard copies)
- SDNP Flood Zones 2 & 3 and Source Protection Zones 2014 (PDF & hard copies)
- Flood Risk Topic Paper (Meakins 2013)

### **National Park**

- 'Ditchling: A Weald and Downland Parish' Submission for the inclusion of Ditchling Parish in the SDNP 2002 (hard copy and online)

### **Ditchling Beacon**

- 'Ditchling Beacon' A report on proposed action to enhance environmental quality and people's enjoyment May 2002 published by The South Downs Conservation Board

### **Traffic**

- Local Area Transport Strategy Report September 2009 (PDF)
- ESCC Ditchling Traffic Survey (Data Collection) Report June 2007 (PDF + Hard Copy)
- SDNPA Keymer Road Car Park Opinion (PDF)
- Traffic Surveys 2010 & 2012
- Traffic surveys on numerous area roads 2006
- LDC Core Strategy – Options for Development: County Council Position Statement in relation to Transport September 2011
- ESCC Map showing Ditchling Beacon car accidents 2004 - 2009 (PDF)
- ESCC Map showing Ditchling Village car accidents 2004 – 2009 (PDF)
- ESCC Map showing Ditchling Beacon car accidents 2009 – 2014 (PDF)
- ESCC Map showing Ditchling High St car accidents 2009 – 2014 (PDF)
- ESCC Map showing Ditchling Village Cross roads car accidents 2009 – 2014 (PDF)
- ESCC Transport & Environment Traffic Data 2006
- ESCC Ditchling Village Revised Traffic Calming Scheme September 1997

## **Biodiversity & Environment**

- Desktop Biodiversity Report for DS & W parishes: Sussex Biodiversity Centre – January 2014 (prepared for Meakins) (PDF)
- SDNP Biodiversity Opportunity Areas Map (PDF)
- SDNPA Priority Habitats
- SDNP Designated Wildlife sites and Ancient Woodland (PDF & hard copy)
- Statutory and Non-Statutory Designated sites and Ecology Topic Paper: National Planning Policy Framework, Chapter 11 paras 109 to 119
- Submission for Screening Opinion – SDNPA's letter in response outlining reasons for not wanting a SEA or Sustainability Appraisal
- SDNPA Dark Skies within the SDNP (Dark Sky Reserve Status Project) Letter to National Park Councillors 2014 (PDF)
- Map showing wildlife sites in all 3 parishes

## **Conservation**

- Ditchling Conservation Area Map including Article 4 area
- SDNP conservation areas, scheduled monuments, registered parks and gardens map of D, S & W 2014 (PDF & hard copy)
- LDC Local Plan Draft Streat Conservation Areas, sites of Local Archaeological Interest – Feb 2003 (PDF)
- LDC Local Plan Draft Westmeston Conservation Areas, sites of Nature Conservation, AONB – Feb 2003 (PDF)
- Westmeston Draft Conservation Area Appraisal 2010
- Built and Historic Environment – Conservation Heritage and Design Topic Paper
- Landscape Topic Paper (Meakins 2013)
- Archaeological Sites in D, S & W designation maps & ESCC records (PDFs & some hard copies)
- Local Green Spaces in the SDNP - Designation criteria
- Ditchling Historic Character Assessment Report June 2005 (PDF)
- Ditchling Conservation Area Character Appraisal April 2007 (online: [www.lewes.gov.uk/planning/1097.asp](http://www.lewes.gov.uk/planning/1097.asp))
- Ditchling The Cottage Homes Conservation Area Character Appraisal 2003 (online: ditto)
- Westmeston Conservation Area Appraisal 2010 (online: ditto)
- Streat Conservation Area Designation (not a recent appraisal)
- Tree Preservation Orders
- Listed buildings: Maps for D, S & W (PDFs)
- Registered Parcels of Common Land near Ditchling
- SDNPA & LDC Planning Handbook for District, Town & Parish Councillors 2011 (online)

## **Boundaries**

- Map showing the three parish boundaries
- Map showing the Ditchling Development Planning boundary
- Map illustrating the amendment to the original Neighbourhood Plan Area to include Streat and Westmeston parishes (PDF)
- Map showing the Designated Neighbourhood Area divided inside SDNP & outside SDNP (hard copy)

### **Agricultural Land Classes**

- SDNP map of D, S & W also showing the area of each parish within the SDNP (PDF)

### **Business**

- Spread sheet detailing employers/business/home businesses in all 3 parishes
- Business within our Neighbourhood Plan topic paper

### **Housing**

- LDC & SDNPA SHLAA Site Classification Map Burgess Hill, Plumpton Green & Ditchling Nov 2013 (PDF)
- LDC & SDNPA SHLAA Main Report Nov. 2013
- LDC & SDNPA SHLAA Site Classification Map Burgess Hill, Plumpton Green & Ditchling 2014 (PDF)
- Housing Facts and figures for D,S & W Topic Paper (Rowling 2013)
- Lewes District Council Local Plan Housing Growth requirement
- Housing Register (Ditchling figures) 2014
- Housing Needs Survey – Email from Amy Tyler-Jones (SDNPA) confirming that it was not necessary to conduct one and the reasons
- ACRE/AiRS Housing Survey for Ditchling Parish (PDF)
- ACRE/AiRS Rural Community Profiles for D, S & W 2013 (PDFs)
- SHLAA – provisional assessment of five sites by the Neighbourhood Plan project group in late 2014

### **Previous Parish Action Plans**

- Various historic 'Action Plans' for D & W (PDFs)

**APPENDIX B:**

**Ditchling, Streat and Westmeston Neighbourhood Development Plan Street Representatives**

**Ditchling**

<b>Street/road</b>	<b>Street representative</b>
Beacon Road	Debra Beck, Jess Madison
Common Lane to roundabout/Fragbarrow Lane	Laurie Mayhew
Cottage Homes	
Ditchling Common from roundabout to Royal Oak + Jane's Lane	
Dumbrells Court Road/ Dumbrells Court	Don Craft
Dymocks and East Gardens	John Willis
East End Lane (north side)	Sylvia Bain
inc Barnfield Gardens , Farm Lane	
East End Lane (south side) 58 to Twitten	
East End Lane (north side) to High St, Brangwyn's Acre, Mulberry Lane	Alix Clarke
East End Lane (s side) Lewes Road to no 60 & Emmett Gdns	Geoff Kavanagh
East End Lane (south side) Twitten to High St, Twitten	Nick Taylor
Lewes Road even nos	Tae Chisholm/Peter Leach/Nicky Lowe
Nye Lane	
Lewes Road odd nos +	Nick Taylor
The Fieldway	
Lodge Hill Lane, Boddington's Lane, Church Lane, High St, Lodge Lane	Sarah Duncan
Nevill Cottages/Nevill Bungalows/Long Park Corner	Penny Mitchell, Jea Turner
North End /Orchard Lane	Emma Cleary
Shirleys	Doug Gordon
South Street/Clayton Road	Nicky Upton
Southview	
Standean	
Underhill Lane	Les Harris
West Street / The Drove	

**St Georges**

Maple Court	Trevor Kirby, Robin Anwyl, Rex Davis,
Maes Court	Mike & Angela Comer,
Oakview Court	Sheelagh O'Donnell Bourke, Annie Smith,
The Meadows	Geoff Robinson, Jill Wall, Tony Willcocks,
Mulberry Walk	Jeanne Huckstepp,
Birch Walk	Peggy Sheffield, Shirley Thompson
The Cedars	

**Westmeston**

High Park Farm Cottages	
Hundred Acre Lane	
The Potteries	
Spatham Lane (both sides) and Lewes Road (Westmeston)	Peter Luckin
The Street, Underhill Lane	Les Harris

**Streat**

All areas	Karen Pritty, Max Browning, Deborah Grubb
-----------	---

## **Ditchling Street and Westmeston Neighbourhood Development Plan** **Role of Focus Groups**

### **Composition and membership of a Focus Group**

Each focus group will be led by at least two members of the Project Management Group/Advisory Team and will comprise individuals who volunteered to assist with the project via the Household Survey Questionnaire, subject to a maximum of ten. No individual may sit on more than one focus group. Individuals with commercial or vested interests in a topic area may not sit on the relevant focus group.

### **Primary Roles**

To assist the Project Management Group with:

1. Research into policies and practices pursued elsewhere and with thinking 'outside the box'
2. Undertaking defined tasks
3. Developing policy options and ideas and with the identification of their relative pros and cons
4. Acting as a test bed for the draft policy options ultimately generated by the Project Management Group before submission to the local authorities.

### **Principles governing the work of the Focus Groups**

Each Focus Group has to:

1. Take as their starting point the views expressed by the majority in the Household Survey Questionnaire results.
2. Be mindful at all times of the Lewes/SDNPA Joint Core Strategy provisions, national policy and guidance (e.g. National Planning Policy Framework, DEFRA National Parks circular and vision), where relevant, on the topic issue
3. Concentrate in particular on options and ideas which are relatively low cost and particularly those which could be funded or part funded by the community

## **Examples**

### **Conservation/natural & built environment/landscape/biodiversity**

The survey revealed that high numbers of residents:-

- were attracted to live in the plan area initially by its 'historic village environment'. What specifically of that 'environment' should be conserved whilst change and development occurs and what objective evidence is there to support its conservation?
- thought that 'public open spaces' and 'green spaces' should be conserved and protected whatever changes take place. What spaces in the plan area not already protected by national and/or international designation criteria should be conserved and protected under local designation, using the given criteria?
- thought that the 'rural identity' of the plan area must be conserved. How is its rural identity currently defined and how can it be conserved in the context of foreseen change and development?

**Traffic/Transport** (acknowledging that this topic has no legal force in a NP and can only be aspirational):

The survey revealed

- a high number of residents supporting 'pedestrianisation schemes' as a measure to calm and reduce traffic. Where in the plan area could such schemes be installed to perform a calming and/or purely social purpose of promoting more social interaction and shop utilisation (e.g. pavement widening) ? *(See also residents' further comments sheet, Q35).*
- a high number of residents supporting more restrictions on commercial vehicles (HGVs) in the plan area. A relatively high proportion of the traffic is legitimately supplying businesses based in the plan area. Working with these local businesses, how can it be routed away from the more socially and environmentally unsuitable parts of the plan area?
- a very high number of residents were attracted to live in the plan area initially because of its 'easy access to the natural environment and countryside' and are using the National Park (The Downs?) as a recreational facility. How can this access be maintained and increased whilst reducing residents' need to use private cars to do so? *(See also residents' further comments sheet, Q26)*
- a very high number of residents thinking additional off-street parking provision is needed. Where on public or (if made available) private land could new socially and environmentally acceptable off-street car parks for three or more cars be sited? *(See also residents' further comments sheet, Q33).*
- high levels of dissatisfaction with the public transport provision available to residents in the plan area and high utilisation of private cars. How can a social/economic case be built with the providers for increasing public transport provision whilst still maintaining the distinct rural identity of the plan area?
- a high number of residents supporting 'cycle paths' as a means to calm traffic. What could be done to brand the plan area as 'the most cycle friendly' neighbourhood in the National Park for both residents and visitors?
- A number of residents suggested a through footpath/cycle path be established linking the Beacon to the Common and east west through the villages *(See also residents' further comments sheet, Q22)*

The survey revealed

- a very high number of residents supporting small scale in-fill development only and within the existing village (Ditchling) boundary. Where are there potential, environmentally suitable, sites meeting this criteria?
- a high number of residents supporting development on brownfield sites. Where are there such sites? Where they do exist they are often outside 'the existing village boundary'. Can a case be made nevertheless that they are appropriate for development?
- a high number of residents supporting the conversion of agricultural buildings for development. Where are such buildings? Where they do exist they are often outside 'the existing village boundary'. Can a case be made nevertheless that they are appropriate for development?

What more infrastructure is needed (e.g. school places, medical care) to sustain an enlarged community?

### **Recreation/health/welfare/education/community facilities**

- The survey revealed that a high number of residents feel that the lack of facilities for those aged 11 to 18 detract from their enjoyment of living in the plan area. What facilities currently exist, across the board, for this age group? What ideas could be put to the relevant Special Interest Groups to increase provision?

### **Local economy/business/employment/service centre provision**

The survey revealed

- a very high number of residents believing that arts and crafts business employment opportunities are appropriate for the plan area. How can we maximise the benefits to the plan area that the existing arts and crafts businesses bring to the plan area and enhance the employment opportunities still further?
- a high number of residents supporting the encouragement of tourist-related employment opportunities and believing that tourism should be encouraged. What tourism-related jobs currently exist in the plan area? How can the plan area be made more tourist friendly thereby bring more job prospects for local people (including the officially retired) and helping to enhance the economy of the plan area (retention of shops, pubs etc)
- a very high number of residents believing agriculture and related business opportunities are appropriate to the plan area. Where is rural land (excluding downland) in the plan area currently not being used for an agricultural purpose and if not why not?

What employment opportunities for plan area residents (including the officially retired) could be created by making good, on a community basis, the current shortfall in public transport provision?



**APPENDIX C2 Focus Group Membership as at 26.11.14**

**Local economy/business/employment/service centre provision.**

*PMG Leader: Dr Mike Burr*

Sarah-Jane Borradaile

Colin French

Andrew Mackay

Craig Mayhew

**Conservation/natural & built environment/landscape/ecology/biodiversity**

*PMG Leader: Richard Flack/Julie Middleton*

Tony Corrigan

David Rudling

Julie Middleton

**Housing/Infrastructure**

*PMG Leader: James Standing/Edwina Rowling*

Chris Davies

Clare Farrands

Donna Gunn

Lady Judy Moody-Stuart

Neil Phillips

Julie Rawnsley

Richard Townsend

John Willis

**Recreation/health/welfare/education/community facilities**

*PMG Leader: Phil Smith*

Tony Gedge

Marrieanne Hickman

John Hinze

Neil Iosson

Victoria Ingham

Hannah Tedman

Richard Townsend

**Traffic/Transport**

*PMG Leader: Dr Mike Burr*

Richard Bartley

Shirley Crowther

Paul Farrands

Mike Felton

Trevor Kirby

Ian Mclean

Zarene Morrison

Catharine Robinson

Melanie Whitehouse

**Focus group coordination**

Edwina Rowling & Mike Burr

**Report and graphics**

Mike Burr

**APPENDIX C3 : Focus group reporting framework example**

*(as exemplified by the title page of the traffic group's draft report)*

## **The Beacon villages neighbourhood plan**

### **Traffic and transport policy paper**

This draft policy paper is one of a series produced in support of the Neighbourhood Plan of Ditchling Streat and Westmeston, the three Beacon villages of East Sussex.

The plan's development is being directed by a project management group appointed by, and working for, the three parish councils. It has set up five focus groups to carry out the detailed work, as follows:-

- Conservation/natural & built environment/landscape/biodiversity
- Housing/infrastructure
- Recreation/health/welfare/education/community facilities
- Local economy/business/employment/service centre provision
- Traffic and transport

For more information see the Beacon villages web site: <http://www.beaconvillagesplan.co.uk/>

## **CONTENTS**

### **GENERAL BACKGROUND**

The Beacon Villages and their road network

The built environment

Commentary

### **LOCAL & REGIONAL TRANSPORT & ENVIRONMENT POLICIES**

East Sussex County Council

The South Downs National Park Authority (SDNPA)

Areas needing special protection from traffic

### **THE EVIDENCE BASE FOR DEVELOPING OUR PROPOSALS**

LATS and before

Traffic surveys

Household survey

Focus Group and its conclusions

### **PROTECTING THE BEACON VILLAGES FROM TRAFFIC AND POLLUTION**

Traffic management proposals

### **NEIGHBOURHOOD PLAN POLICIES**

Strategic policies (1 to 3)

Transportation-specific policies (4 to 10)

### **APPENDICES**

A: The traffic and transport focus group membership

B: Notes of a meeting with ESCC officers

C: ESCC scheme assessment framework

D: Ditchling LATS improvement proposals

E: ESCC summary of relevant speed counts

F: Household questionnaire results: villagers' views on traffic and transport issues

G: Ditto, villagers' unscripted responses and suggestions



## **Ditchling, Streat and Westmeston Neighbourhood Plan Development**

### **Consultation with Special Interest Groups**

The Project Management Group is keen to give commercial, public and voluntary organisations based in the plan area and providing a service or a facility for the community and other bodies with vested interests in the area, the opportunity to input to the development of the plan and likewise for it to learn more about what it is you provide.

We are keen to ensure that we have consulted widely so this is an opportunity for you to have your say. **Could you please initially complete this questionnaire and return it to me by November 31<sup>st</sup>.** That would help us a lot since there are very many such organisations and bodies in the area and you might not see a need for a face-to-face meeting. If you think that a meeting would be productive please complete the questionnaire and indicate in Q 12 your desire to have one.

To return the questionnaire you can either i) complete the questionnaire online and return it to me ii) leave it in an envelope for me to collect from Ditchling Post Office iii) send it to me at 12 Common Lane, Ditchling, BN6 8TJ

Tom Dufty, Chairman  
17<sup>th</sup> October 2014

#### **Respondees:-**

Ditchling Cricket Club  
Ditchling Society  
Good Neighbours  
Museum Friends  
Ditchling Museum of Art & Craft  
Ditchling CEP School

## **Special interest groups Questionnaire**

### **Name of Organisation:**

- 1 What service/facility do you provide?
- 2 What section of the community (e.g. age group) is your service/facility aimed at specifically if any?
- 3 Is your service/facility specific to the residents of one parish in the plan area –Ditchling, Streat, Westmeston - or to all?
- 4 Is your service/facility available to people outside the plan area?
- 5 What are your organisation's aims and objectives to 2030 and beyond?
- 6 What development plans do you have for your organisation between now and 2030 to meet those aims and objectives?
- 7 The neighbourhood plan area is set to grow by at least 25 new housing units, predominantly in Ditchling Parish, from now until 2030. How will this affect your organisation and your ability to deliver your service?
- 8 The Project Team recently conducted a Household Survey containing questions relevant to the activities of many organisations in the plan area. Have the results of the survey given you cause to review your aims, objectives and development plans, and if so what are you intending to do?  
The full results are on our website: [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)
- 9 What are the main difficulties you experience in providing your service/facility?
- 10 Our Neighbourhood Plan will contain policies that help sustain the social, economic and environmental welfare of our area as it undergoes changes. In brief, what issues under these headings do you think our plan policies should attempt to address? Policies in the plan will be used to decide planning applications.
- 11 If your service extends to people outside the plan area (e.g. customers, membership) do you provide any specific incentive/benefit to those living in the plan area to use your service/facility to increase its utilisation and help foster a community spirit?
- 12 Do you need to meet with the Project Group? If so please give a brief outline of the issues you'd like to discuss.

**APPENDIX E: Landowners: call for developers**



**Calling all landowners!**

I am writing this on behalf of the Ditchling, Streat and Westmeston Neighbourhod Plan project development team for the attention of those who might own land or buildings suitable for small scale residential development within the plan area.

Over the course of the next fifteen years we are required to accommodate at least twenty five more housing 'units' within our plan area. I say 'at least' because the housing need in Lewes District far exceeds what realistically it is expected will be built over that period, so we can expect continuous pressure for the number to be increased.

Under the terms of a neighbourhood plan we are able to say where we would like to see development and where we wouldn't. In the Household Survey we conducted last year, which had a very high return, there were some clear messages from the great majority of respondents on the subject of development.

These were that you would prefer to see infill development within the existing built-up areas rather than on greenfield sites and that each new development should be relatively small in scale. You also said that where brownfield sites and unused agricultural buildings exist they too should be considered. To these we would add another criteria, that they should be relatively near to key community facilities.

We are therefore calling on anyone who owns land or a building that you would be prepared to have developed for residential purposes, particularly if it meets the above description, to contact me by email [beaconvillages@aol.com](mailto:beaconvillages@aol.com) or by post 12 Common Lane, Ditchling BN6 8TJ.

Those who have already been in correspondence with me need not resubmit their details.

Finally, I should stress that in inviting you to submit land or buildings it must not be inferred that, however much they may seem to fit the above criteria, they will ultimately be considered suitable for development. At this stage our purpose is to amass knowledge of the land and buildings that are potentially available. Assessment as to suitability comes later and will involve external bodies apart from ourselves.

Tom Dufty, Chairman DSW Neighbourhood Plan Project Group

Ditchling Streat & Westmeston Neighbourhood Development Plan  
**APPENDIX FI: Project timetable** (example only: later extended to the end of 2016)

DESCRIPTION	MONTH																			
	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	
<b>1 GETTING STARTED</b>																				
Inaugural village meeting																				
Second volunteer meeting																				
Determine scope of Plan																				
Determine role and structure of steering group																				
Invite Streat & Westmeston to join																				
Confirm composition of steering group membership																				
Determine Parish communication & engagement																				
Identify interest groups for communication & engagement																				
Recruit PM team & confirm advisory team membership																				
Recruit street representatives																				
PM team briefing																				
<b>2 EVIDENCE GATHERING &amp; COMMUNICATION</b>																				
Obtain LPA & Parish data: socio-econ, demographic, spatial, commits																				
Conduct audit of Parish support & services facilities																				
Design household survey questionnaire																				
Distribute, collect & analyse questionnaire																				
Collate questionnaire results																				
PM topic sub groups to collate background data & distill issues																				
Hold open day to present and debate questionnaire findings																				
Contact special interest groups (SIGs) & Focus Gr (FG) volunteers																				
Develop interview frameworks for SIGs & discussion frameworks for FGs																				
Interview SIG representatives																				
Hold FG discussion for a																				
Distill results of all discussions																				
Prepare 'State of Parishes' report																				
Publish report																				
Present results at public meeting in village hall																				
<b>3 IDENTIFYING THE ISSUES</b>																				
Identify changes needed to bridge current gaps in provision																				
Assess impact of additional LPA demands on provision																				
Identify impact on Parish of adjacent LPA plans																				
Feedback key issues identified to residents & interest groups																				
<b>4 GENERATING POLICY OPTIONS</b>																				
Collate results of consultation with Focus groups																				
Generate draft policy options																				
<b>5 TESTING POLICY OPTIONS</b>																				
Test policy options with Advisory Team																				
Test policy options with SDNPA & LDC																				
<b>6 PRODUCE DRAFT NP</b>																				
Assess results of test																				
Produce draft NP																				
Issues draft Plan to residents & interest groups																				
Invite comment from residents																				
Hold standardised workshops with interest groups																				
Collate & analyse feedback																				
Amend Plan to suit																				
<b>7 FORMAL SUBMISSION</b>																				
Submit to the three PCs																				
Inform neighbouring authorities																				
Submit Plan to SDNPA & LDC																				
Refer to independent Examiner																				
Hold community referendum																				
Apply for enactment																				
<b>MEETING SCHEDULE</b>																				
Advisory team (monthly)																				
Project Management team (fortnightly)																				

**APPENDIX F2: Schedule of DSW Neighbourhood Development Plan communication, engagement and publicity activities.**

<b>Date</b>	<b>Event</b>
August 2013	Public meeting publicised by leaflet to all houses in Ditchling
Jan/Feb 2014	Posters in shops, noticeboards etc announcing 3-parish plan & alerting residents for information coming soon Website up and running Articles in Middy, Dialogue and Beacon <sup>20</sup> magazines Household questionnaire design started
Feb 2014	Distribution of leaflet to all households and businesses explaining about the plan
May 2014	Household questionnaire design approved
June 2014	Posters publicising questionnaire Articles in Middy, Dialogue and Beacon publicising questionnaire. Questionnaire delivered to all houses and businesses with explanatory covering letter Stall at Ditchling village fair
July 2014	1300 questionnaires printed Reminder poster displayed, large signs in x5 roadside locations, door-to-door reminder postcard. Reminder email sent via village association membership lists Street reps presentation given
	Articles in Middy, Dialogue and Beacon reminding residents to return questionnaire
September 2014	51.6% questionnaire return achieved Articles in Middy, Dialogue and Beacon updating residents on questionnaire evaluation underway, plus other updates. Middy column piece with q'aire prize draw winners
October 2014	Two results open mornings (4 <sup>th</sup> and 21 <sup>st</sup> ), publicised by posters, door-to-door postcard, Middy, Dialogue and Beacon articles. 140 attendees Businesses & special interest group questionnaires designed
November 2014	Special interest groups questionnaire sent out Focus group terms of reference compiled
January 2015	Dialogue/Middy article – general update & focus group info
February 2015	Middy and Dialogue article asking landowners to let us know about possible housing land
March 2015	Newsletter designed and dispatched
Oct 2015	Focus group reports published on web site
November 2015	Village hall open day: ratification of draft policies
February 2016	First draft report informally presented to parish councilors
March 2016	Pre submission report published Public flyer with report location posted through letterboxes 6 week statutory consultation period starts
Dec 16 -Jan 17	Second partial consultation
January 2017	Open morning to display revised housing & green spaces proposals & receive comments

<sup>20</sup> 'The Middy' is local diminutive for The Mid Sussex Times, a widely circulated commercially produced weekly local newspaper. The Dialogue is the Ditchling Dialogue, a commercially produced free monthly A5 magazine that goes through every letterbox in Ditchling, Hassocks and surrounding villages. The Beacon is the Ditchling Beacon, the monthly Cof E parish magazine that has a slightly smaller circulation (See [Appendix G1](#)).

APPENDIX G1: Local news sheets<sup>21</sup>

THURSDAY, MARCH 26, 2015 35P (see page 10 for subscription) facebook.com/7940SussexTimes @midsussex\_times midsussextimes.co.uk

# Mid Sussex Times



**TRAGEDY AS BOY CRUSHED**  
INQUEST INTO DEATH OF FOUR-YEAR-OLD: PAGE 6



**TJ's death 'an accident'**

HEALTH

## INSIDER

## The Beacon

The Magazine for the Parish of Ditchling Street & Westmeston



No. 162 March 2015  
 HASSOCKS & KEYMER  
 TALK ABOUT  
 & THE DITCHLING DIALOGUE  
*Hassocks, Keymer, Sycambe, Clayton, Ditchling & Westmeston*

**Clean Cut Gardening Services**  
 HEDGE CUTTING • MOWING • GARDEN MAINTENANCE • TURF LAYING • WEED KILLING  
 POWERWASHING PATIOS & DRIVES • TREE SURGERY

Call for more info on our fortnightly mowing round 01273 840839  
 trevornesth@cleancutgardening.co.uk • www.cleancutgardening.co.uk • 01273 840839

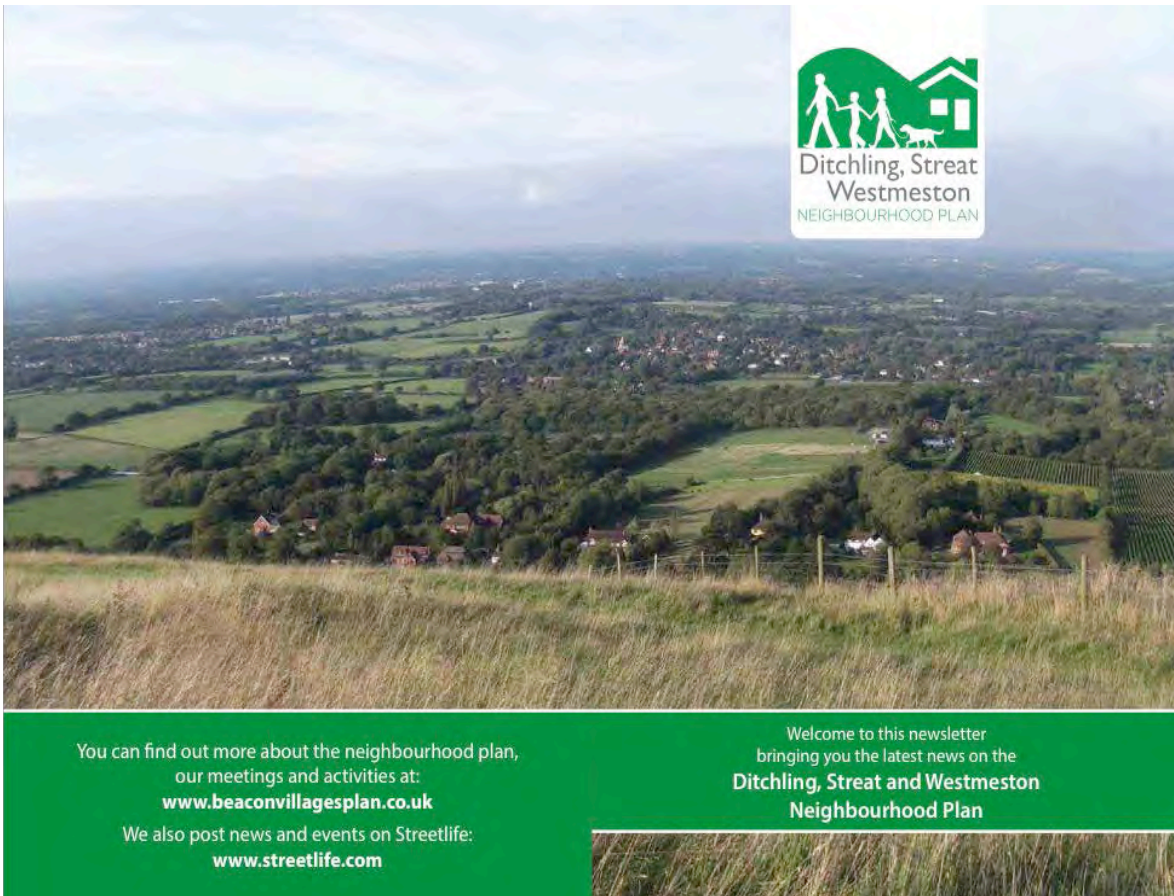
**R. D. JENKINS & SON LTD.**  
 Qualified Builders  
 We have been trading locally for 38 years.  
 The business covers many aspects of the building trade, some of which are listed below:

- CHIMNEYS - Repointing • Leadwork • Leaks • Pots & Cowls
- U.P.V.C PLASTIC - Fascias • Soffits • Cladding
- GUTTERING - Cleaning • Repairing • Renewing
- MOSS REMOVAL - Water Pressure Cleaning
- BRICKWORK - Walls • Pointing • Patios • Driveways
- ROOF REPAIRS - Tiles • Slates • Ridge & Hip Tiles
- FELT ROOFS - Garages • Porches • Dormers

FOR A FREE ESTIMATE PLEASE CONTACT US ON  
 Hassocks 01273 843040 or 01273 842808 or 07715 090883 or 07514 011782  
 Email: info@rdjenkinsandson.com Website: www.rdjenkinsandson.com

Joseph F





You can find out more about the neighbourhood plan, our meetings and activities at: [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

We also post news and events on Streetlife: [www.streetlife.com](http://www.streetlife.com)

Welcome to this newsletter bringing you the latest news on the **Ditchling, Streat and Westmeston Neighbourhood Plan**

### Introduction

It is now a year since the parishes of Streat and Westmeston joined with Ditchling parish to develop a joint neighbourhood plan. This newsletter updates you on our progress and what we are doing. The combination of three parishes to produce a plan is unique. We are intent on producing a plan that maximises the benefits of our interdependence while conserving their discrete historic identities.

The timespan over which the plan policies will apply will be from the year it's completed until 2030. It will be regularly reviewed and updated in the light of changes in local and national circumstances.



Developing a neighbourhood plan cannot be done in a hurry. The development process is laid down by government legislation in the Localism Act and there are many hoops and hurdles to be gone through and over. Very few parishes and towns have completed the process and those that have taken up to three years to produce. There are many parishes only now just starting to produce one.



So those of you who hoped to see a completed plan by this stage will be disappointed. However the project team has been working very hard and these are the highlights so far.

### Getting the facts together

The policies in the plan must be based on sound supporting evidence and we have spent much time collecting it.

Our sources have been twofold – primary and secondary. The primary sources are those where we have made direct contact with those who will be directly affected by our plan, to get first-hand information and views. The principal example is the residents' questionnaire to which we had a massive 51% response.

Secondary sources are those already existing in other organisations such as government and local authority plans, maps and professional papers and reports on specific topics. A good example of the former is the South Downs Park Authority and Lewes District Council draft 'Joint Core Strategy' which sets the strategic framework within which our plan must fit. Examples of the latter type are the conservation area appraisals carried out for all parishes or the mass of reports relating to traffic in our area.



We have amassed a mountain of evidence. You will find it all listed on our website: [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk) and we are still adding to it.

## Residents' questionnaire

A large number of residents came to the two open mornings to view the results of the questionnaire and a lot of interest was shown. However the last question, which asked residents what they thought should be the key characteristics of the area and their hopes for it in 2030, had not yet been evaluated. In summary the key points were that by 2030:

- The opportunity had been taken of the area's inclusion in the National Park to promote tourism and provide visitor facilities but that its impact had been carefully and sensitively managed so as not to detract from the residents' welfare and safety and the quiet enjoyment of their homes and the environment.
- The downland, rural, character of the area and its villages had been conserved.
- Through traffic had been reduced; traffic proceeded more calmly; that pedestrians safety had been prioritised; on-street parking had been restricted and more off-street parking was available.
- The area possessed a thriving, caring, cohesive and balanced community catering for all ages and backgrounds, with a strong and friendly community spirit.



## Special interest groups

Another primary evidence source are special interest groups – public, commercial and voluntary organisations providing community services and facilities in our area, such as clubs and societies, the primary school and the museum.

We sent a questionnaire to these organisations asking what their objectives are over the next 15 years; how they plan to achieve them; whether they need to review their objectives in the light of the response to the residents' questionnaire; and what policies they think the neighbourhood plan should contain to sustain their activities.

We have followed up with face-to-face meetings with organisations that wanted to talk directly to us, such as the The Ditchling Society, St George's Park Ltd and Ditchling Museum of Art & Craft.

Notes of these meetings are on our website. If there is a special interest group we have not been in contact with and would like to meet with us email us at [beaconvillages@aol.com](mailto:beaconvillages@aol.com)



## Focus groups

Now that we have amassed all this evidence we need to work out what it is telling us! So we have got together five topic-related focus groups covering conservation, housing & infrastructure, community facilities, traffic & transport and local economy/business. The groups comprise members of the project team and residents who volunteered to help. Their roles are to develop preliminary policy proposals for their topic areas, backed up with the supporting evidence. They began meeting at the beginning of the year and this is work in progress. However we expect them all to complete their deliberations soon.

## Development land and buildings

Many of you will have seen the recent article in The Ditchling Dialogue and the Beacon Parishes Magazine calling for the owners of unused land and buildings that might be suitable for residential or business development to contact the project team. Identifying sites that are suitable

and acceptable for development and those that aren't is a critical and sensitive part of our remit. Lewes District Council's draft core strategy currently requires at least 25 new dwellings to be built in the plan area (exclusively Ditchling parish) between now and 2030. There is, as we all know, a chronic national housing shortage. Lewes District Council is aware of sufficient sites to build only half the number of new dwellings needed in the district by 2030.

In February the government inspector appointed to review and approve the draft strategy strongly criticised Lewes District Council for not doing enough to identify more sites and rejected its plan which is now being modified.

Following our publicity the project team now knows of at least five possible development sites in our plan area that have not featured in Lewes District's list of possible sites. This in no way implies that they are either suitable or acceptable for development. We shall be assessing that, not least in the context of the responses to the residents' questionnaire, later in the year. However it is an interesting fact in view of the inspector's comments.

## What next?

When the focus groups have made their preliminary policy proposals, we will draft the complete plan, together with the supporting evidence, which we will ask the residents of all three parishes to comment on.

However it is likely that some issues can be met by more than one possible policy options, each of which would meet the strategic demands of our local authorities and the identified needs and desires of residents. In this case we consult residents BEFORE finalising the process to determine which option is the most suitable and acceptable.

We hope to have a draft plan ready by the end of summer for consultation with residents. After amendments are made it has to be submitted to the SDNPA and Lewes District Council for approval. Once approved it then has to be considered by an independent examiner. If approved by them, residents will get their final say in a referendum which has to be passed by a majority of 50% + 1.

## Can you help?

To keep the project moving along our focus groups need additional voluntary help particularly in the field of conservation; housing and infrastructure; local economy/business; and community facilities.

If you feel you can offer some help, particularly if you have some relevant qualification or experience, please contact the project group chair Tom Dufty

via email: [beaconvillages@aol.com](mailto:beaconvillages@aol.com)

or by phone: **01273 844110**.

However we must politely decline anyone with a commercial or vested interest in the topic.

## **Residents' questionnaire (pro forma)**

**What do we want decisions about housing and development in this area to be based on? Do you think we need certain types of new housing? Where should it be? Is it important to protect open spaces?**

**Hopefully you have already heard about the joint neighbourhood plan for Ditchling, Streat and Westmeston which will help provide the answers to these questions, and guide development in the area to 2030. Once it is agreed it will have the force of law behind it. Planners and planning appeal inspectors will have to refer to it when making decisions on planning applications.**

**The plan is being drawn up by residents working with your parish councillors and we want EVERYONE to have their say.**

This questionnaire is the first stage in a programme of public consultation to help us draw up the plan you want.

The area covered by our plan includes the parishes of Ditchling (including St George's Park), Streat and Westmeston. This questionnaire is for everyone who lives here. We hope that one person in your household will answer on behalf of everyone, but if you need more copies please ask your street representative.

Please return your completed questionnaire to **your street representative** OR put it in the **box in Ditchling Post Office** OR **post it** to Tom Dufty, Project Group Chair, 12 Common Lane, Ditchling, BN6 8TJ.

You can also fill it in online at [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

**Please return your completed questionnaire by 31<sup>st</sup> July 2014**

More information can be found at [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

### **Win a bottle of Ridgeview sparkling wine**

**All completed questionnaires received by the return date will be entered into a prize draw with the chance to win a bottle of bubbly kindly donated by Ridgeview Winery.**

## **About you**

To help us analyse the results of this questionnaire, we need to know a bit more about your household. The data from this survey will be used for research purposes only. All information will be treated confidentially in accordance with the Data Protection Act and only used by the project group in connection with the neighbourhood plan. All information will be anonymised and will not be linked in any way to you as an individual.

1. Which parish do you live in?

- Ditchling
- Streat
- Westmeston

2. What is your postcode.....

3. In which of these ways does your household occupy your current accommodation?  
**(please tick one box)**

- Owned outright
- Buying with mortgage
- Rent from housing association/local council
- Rented from private landlord

Other .....

4. Which of these describes your household type best? **(please tick one box)**

- Single person
- Single adult with children living at home
- Single adult with children living away from home most of the time
- Two adults with children living at home
- Two adults with children living away from home most of the time
- Two adults sharing
- Other (please specify).....

## **What you think about the area and why you live here**

Your neighbourhood plan won't stop change taking place but it can affect the nature of the change. So we want to know what it is about your parish that matters to you.

Q1 Which of the following initially attracted you to live in the area? **(please tick as many as apply)**

- Good school catchment
- Good local facilities (eg shop, pub, GP surgery)
- Strong sense of community
- Easy access to other places [Brighton, London etc]
- Easy access to the natural environment and countryside
- Location in the South Downs National Park
- Attractive historic village environment
- Local sport and recreation facilities
- Local heritage and culture (galleries, museum, societies)
- Clean and tidy
- Good transport links
- Quality of the housing
- Other (please write in) .....

Q 2. Do the following issues detract from your enjoyment of living in the area? (Please rate on a scale of 1 – 5 where 1 = *Detracts a lot* and 5 = *Does not detract at all*.)

Poor public transport	1	2	3	4	5
Traffic congestion	1	2	3	4	5
Insufficient shops	1	2	3	4	5
Inadequate broadband	1	2	3	4	5
Poor facilities for those aged:					
Under 11	1	2	3	4	5
11–18	1	2	3	4	5
19–30	1	2	3	4	5
31–64	1	2	3	4	5
65+	1	2	3	4	5

Other (please specify) .....

Q 3 What do you value about the area covered by the plan and believe should be conserved whatever change takes place? (Please rate on a scale of 1 – 5 where 1 = *Do not value at all* and 5 = *Value extremely highly*)

Rural identity	1	2	3	4	5
Public open spaces	1	2	3	4	5
Pubs, shops etc	1	2	3	4	5
Public services, eg school, medical centre	1	2	3	4	5

Other (please specify) .....

### **Employment and business**

One of the topics your neighbourhood plan will have policies on is the local economy – jobs and businesses – which in turn help support the community.

Q 4 Do you think the area covered by the plan (Ditchling, Streat and Westmeston) provides a sufficient range of employment opportunities?

Yes       No

Q5 Thinking about the business or employment opportunities that people might propose for the plan area, please indicate which of the following you think would be appropriate or inappropriate.

	Appropriate	Inappropriate
Agriculture and related business		
Financial and information services		
Manufacturing		
Shops		
Transport and distribution services		
Arts and crafts		
Tourism-related		
Mining and quarrying		
Utilities (eg electricity generation, sewage treatment)		
Other (please write in)		

Q6 Should we encourage tourism and tourism-related development?

Yes  
 No

Q7 Does your household employ anyone to regularly carry out a service (eg cleaner, gardener, carer)?

- Yes
- No

If yes, what role do they carry out?.....

Q8 Does anyone in your household run a business, or provide a service, in the area covered by the plan? (this includes the self-employed such as cleaners, gardeners, carers).

- Yes
- No

If yes, is it

- from a business premises
- from home
- primarily a service provided in other people's homes (eg cleaner, gardener, carer)

Q9 Does your business employ other people in addition to yourself?

- Yes
- No

If yes, how many of your staff work in the area covered by the plan?

- 1 to 5
- 6 to 15
- 16 plus

Q10 What 3 reasons initially attracted you to run a business locally?

- i.....
- ii.....
- iii.....

Q 11 What are the 3 main difficulties, if any, that you now experience, in running your business in this area?

- i.....
- ii.....
- iii.....

We may want to survey businesses separately. If you are interested in giving us your view from a business perspective, please give contact details here.

Name..... Type of business.....

Email.....

Address.....

## **Housing**

The government says the country needs many more new houses and has set a target for this. To meet local need, Lewes District Council says we should have at least 25 more houses between now and 2030 in the area covered by our plan, in addition to around 50 which are already planned for. (These are all allocated to be in Ditchling parish, but this does not mean houses will not be built elsewhere). Our neighbourhood plan will take into account how many houses are needed, what type of housing is built, and where the houses will be.

Q 12 Do you agree that there is a need for more than 25 new houses in the area over the next 15 years?  
(please tick one box)

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Not sure/don't know

Q13 If you think more than 25 additional houses are needed, what number do you think would be appropriate?

- 26 – 40       41– 60       more than 60

Please say why you think more are needed

.....  
 .....

Q 14 If new houses are built in the area, should these be of a particular type? (tick only one box per row)

	Strongly agree	Agree	Disagree	Strongly disagree	Not sure/don't know
Affordable housing for rent, eg housing association for people from our community					
Housing for rent					
Retirement or sheltered housing					
Care home(s)					
Smaller houses for purchase (eg 1–2 beds)					
Larger houses for purchase (eg 3+ beds)					
Bungalows					

The neighbourhood plan needs to consider what type and size of development site would best accommodate the housing requirement for the area, and where it should be.

Q 15 Having regard to the character of the area, what size of development do you think is appropriate to accommodate new houses? (please tick all that apply)

- Incremental in-fill (eg single new houses built on existing garden plots)
- Infill development of up to three houses.
- A range of small-scale developments (4 – 10 units)
- A few larger developments (more than 10 units)
- Concentrate all development on one site
- Conversion of agricultural buildings
- A combination of the above

Q16 In which general location do you think it would be acceptable to provide for appropriately scaled housing development?

**Ditchling:**

- Sites within the existing village boundary
- Greenfield sites outside the existing village boundary
- Brownfield sites (please give examples if possible).....
- Small scale infill sites

**Street:**

- Small scale infilling
- Other - please specify.....

**Westmeston:**

- Small scale infilling
- Other - please specify

Q17: What principles should govern the design and location of new houses? (tick all that apply)

- Eco-friendly and energy efficient
- Be in the local style
- Have sufficient off-street parking
- Be near a main highway
- Be limited to 3 storeys
- Other - please specify.....

Q 18 Please list any sites in the area covered by the neighbourhood plan that you think would be appropriate for building new houses (please be as specific as possible).

.....

**Recreational and social facilities**

Our community has several meeting and recreation facilities and many clubs and societies. The neighbourhood plan is concerned with supporting these and making sure they can serve the community into the future.

Q 19 Thinking about how well the social and recreational facilities of the area meet your needs, how adequate are they? (please tick one box for each facility)

**Outdoor playing space provision (playing fields, play facilities for children etc)**

Very adequate	Reasonably adequate	Neither adequate or inadequate	Fairly inadequate	Totally inadequate	Not sure/don't know

If less than adequate, please say how you think they could be improved

.....

**Footpaths, bridleways and cycleways**

Very adequate	Reasonably adequate	Neither adequate or inadequate	Fairly inadequate	Totally inadequate	Not sure/don't know

If less than adequate, please say how you think they could be improved

.....

**Community facilities and meeting places**

Very adequate	Reasonably adequate	Neither adequate or inadequate	Fairly inadequate	Totally inadequate	Not sure/don't know

If less than adequate, please say how you think they could be improved

.....

**Pubs, cafes and restaurants**

Very adequate	Reasonably adequate	Neither adequate or inadequate	Fairly inadequate	Totally inadequate	Not sure/don't know

If less than adequate, please say how you think they could be improved

.....



**Allotments**

Very adequate	Reasonably adequate	Neither adequate nor inadequate	Fairly inadequate	Totally inadequate	Not sure/don't know

If less than adequate, please say how you think they could be improved

.....  
 .....

The neighbourhood plan area contains a number of formal and informal open spaces and green areas which are part of the character of the villages and which are used by both residents and visitors.

Q20 Do you think the neighbourhood plan should aim to protect green spaces within the parishes? (Please tick one box)

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Not sure/don't know

Q 21 Are there any social or recreational facilities not currently provided locally that you would like to be provided?

- Yes       No

If you answered yes, what are they and where do you currently go for them?

Facility	Where I go for it now

Q 22 Much of the plan area is in the South Downs National Park. Do you use the National Park as a recreational facility (eg for walking, cycling)?

- Yes       No

Q 23 What, if anything, would increase your use of the National Park as a recreational facility?

.....  
 .....  
 .....

**Infrastructure**

Residents often have concerns that more houses and businesses will mean the infrastructure and facilities such as transport and roads, leisure facilities, schools, health services, water and sewerage systems, will be overstretched.

New developments can also attract funding that can contribute to providing new facilities to meet the increased demand. Development can enable local investment in facilities which the community needs, for example community halls, roads or utilities. New houses and businesses mean there are more people in one place, which can also mean that services in an area might get more support. For example, more people living or working in a village might mean there is more use of local shops and pubs. Attracting more visitors can also lead to more support for local businesses.

Q24 Thinking about these issues, please indicate which of the following you think might apply in our area?  
(please tick only one box per row)

	We need more of this now without new development	We have enough now, but will need more with new development	We will not need anymore of this with development	Don't know
Local shops				
Local school				
Built leisure facilities				
Parks and play areas				
Local health (eg GP) facilities				
Broadband				
Parking capacity				
Road capacity				
Bus services				

The Lewes District Plan specifically defines Ditchling village as a 'rural services centre' in that it provides facilities and services (eg school; medical centre; churches; shops; galleries) for a wider rural area than just the residents of that parish.

Q 25 Does Ditchling need more facilities to support this role?

- Yes       No

If yes, please tell us what you think these additional facilities are.

.....  
.....

Q26 Do you think the Post Office in Ditchling provides an essential service to the area?

- Yes       No

Which of the following services do you use Ditchling Post Office for?

- Stamps, parcel mailing etc  
 Banking (cash withdrawal etc)  
 Foreign currency  
 Pension and other benefit collections  
 Other (please write in) .....

### **Transport, traffic and parking**

All forms of development will have an effect on transport, traffic and parking and even without new development these are often contentious issues in our community. We need to know what you think about these issues so they can be addressed in the neighbourhood plan and provide evidence which can guide your parish representatives and the neighbourhood plan steering group in discussions with external bodies (eg district and county councils).

Q 27 Thinking about public transport, do you think it:

- Connects to the destinations people need?       Yes       No  
 Could be improved in the daytime?               Yes       No  
 Could be improved in the evenings?             Yes       No  
 Could be improved at the weekend?               Yes       No

Q 28 Would you use community transport (car share schemes, community 'on demand' bus)?

- Yes       No

Q 29 What other transport do you use? (tick all that apply)

- Private car
- Taxi
- Bike
- Other (please write in) .....

Q30 Do you think additional off-street parking provision is needed for residents and visitors?

- Yes
- No

If Yes, where do you think this might best be located?.....

Q 31 How much does traffic in, and passing through, the area impact on your quality of life? (tick one box)

A huge impact	Quite an impact	Not much of an impact	Little or no impact	Not sure/don't know

Q32 Do you support, in principle, the idea of traffic calming measures?

- Yes
- No

If yes, which if any of the following measures would you support (tick all that apply)

- cycle paths
- 'green' or 'quiet' roads where motor traffic is restricted
- physical measure to reduce speed and volume
- 20mph speed limits
- pedestrianisation schemes
- more restrictions on commercial vehicles
- making the Beacon Road into a 'no through road' at Ditchling Beacon
- other (please state).....

**What will the area look like in the future? Having a vision**

Use this space to tell us about anything else that is important to you that we have not covered in this questionnaire.


If you would like feedback, or are happy to help us further with our research, eg by taking part in a discussion group on a particular subject, please give your name, address and contact details below.

Name.....  
 Address.....  
 Phone.....  
 Email.....

I am interested in the topic of (please circle)

- Local economy/business/employment
- Conservation
- Housing
- Recreation
- Transport
- Other (please state what) .....

**Thank you for taking the time to complete this questionnaire.**



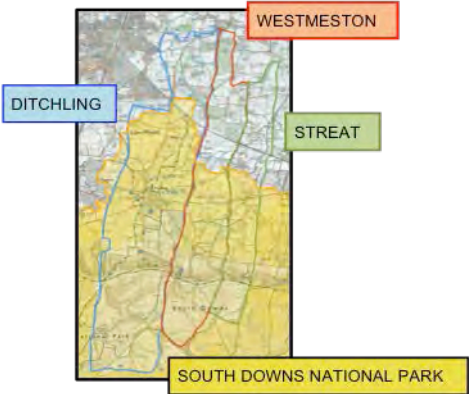

**Ditchling, Streat & Westmeston NEIGHBOURHOOD PLAN**

The joint neighbourhood plan for Ditchling, Streat and Westmeston will guide general planning policies for the area.

It will include:


- an overall vision and objectives for the area
- what, when, where and how the area will change to achieve the vision and objectives
- what infrastructure will be needed
- design principles and characteristics of the area that should be preserved.

The plan has to fit into other local plans such as those of Lewes District Council and the South Downs National Park Authority.

**Ditchling, Streat & Westmeston NEIGHBOURHOOD PLAN**


**What do you value about the area?**



Valuing aspects of our environment

- Rural identity
- Public open spaces
- Pubs, shops etc
- Public services, eg school, medical centre

The vast majority of residents value the rural identity, open spaces and services such as the school and medical centre. They want these conserved.




**Ditchling, Streat & Westmeston NEIGHBOURHOOD PLAN**

**Housing**

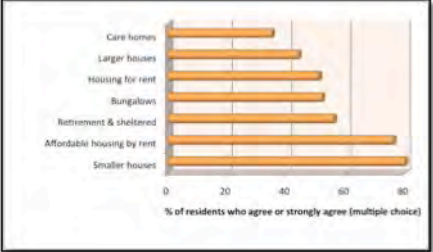
The Lewes District Plan says at least 15 new houses have to be built in Ditchling by 2030, although there is nothing to stop developers applying to build more. There is no allocation for Streat or Westmeston.

We asked if we need more than 25 houses. 43% of residents think we don't.




Of the 30% of residents who were in favour of building more than 25 houses, two-thirds would opt for a limit of 40 dwellings.

Most people think new houses should be smaller ones for purchase and affordable houses for rent by people from the community. There is support for retirement and sheltered housing, but less support for the building of care homes or larger houses.




5



**Ditchling, Streat & Westmeston NEIGHBOURHOOD PLAN**

The questionnaire was completed in July by 547 households across the three parishes – more than half.

This strong response has provided a solid base to help draw up the plan.



2

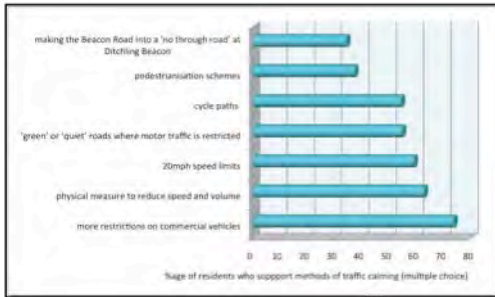


**Transport, traffic and parking**

- 92% of respondents use a private car, nearly half use taxis, and around one third use bicycles
- 39% felt that traffic had either a huge or significant impact on their quality of life.
- 94% of you support traffic calming.

To do this:

- 73% support more restrictions on commercial vehicles
- 63% support physical measures to reduce speed and volume
- 34% support the possibility of closing Beacon road to through traffic.



- 84% of you think that more off-street parking is needed for residents and visitors
- 52% of residents think public transport does not connect to the destinations people need. Most people think it could be improved in the daytime (88%), in the evenings (80%) and at weekends (88%).
- 47% would use a community bus.

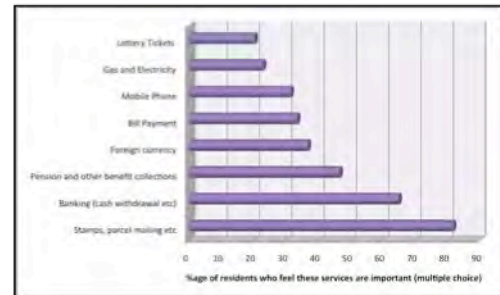
11



**The Post Office**

Ditchling Post Office and the services it provides is considered extremely important.

Over 80% of all residents regard the basic services such as stamps/mailling as the most important. This is closely followed by banking services at 65%.



10



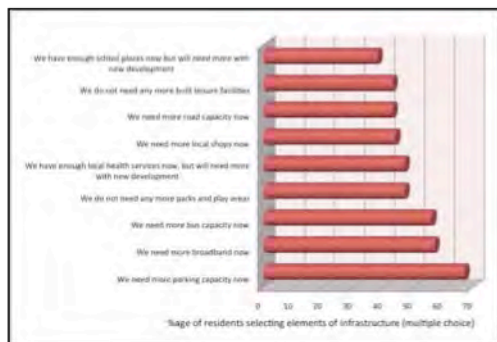
**Infrastructure**

Development needs support services – infrastructure.

You had many views on the various things that might be needed.

The clearest view is that we need more parking space in Ditchling village, supported by 67% of the residents.

This is closely followed by the need for more broadband and more bus services, both supported by 57% of the residents.



9



**What next?**

- Focus groups will help us
    - firm up the results
    - do more research
    - develop policies
  - We will consult with village clubs and societies
  - We will consult with businesses
  - We will identify issues to address
  - We will seek views on policy options
- And then...
- We will draw up a draft plan for consultation

**APPENDIX J2: Example analysis of draft policies presented at open day, annotated in red with comments received**

*(NB all policies were subsequently revised in the light of consultation)*

**NEIGHBOURHOOD PLAN TRAFFIC AND TRANSPORT POLICIES**

**Strategic policies (1 to 3)**

**POLICY STATEMENT TRANS1: obtain recognition for special treatment**

*The three parish councils believe they are deserving of special treatment to ensure their conservation, and in need of special protection, especially from the deleterious effects of excess road traffic. To this end, as a neighbourhood plan area with unique characteristics we will seek to obtain special protected conservation status, funding and treatment.*

Issues raised at open day:

Agree (1)

**POLICY STATEMENT TRANS 2 Lobbying for special status**

*We will be urging the park authority to support our assertion that the Beacon Villages deserve special attention and status, and hence qualify for special funding, and for the authority to agree with East Sussex CC the terms of a special highways policy in support of this. A campaign will also be mounted to explore, with the support of Lewes District Council and the SDNPA, the wider interpretation of the Localism Act and its statutory instrument in support of the neighbourhood plan implementation.*

Issues raised at open day:

General support for: (7)

Need media attention

More lobbying

Mount campaigns

Get cross

**POLICY STATEMENT TRANS 3 reinstate and fund LATS**

*After so much time and money has been expended by both parties, our community feels that the highway authority should re-instate its support for LATS (which is its own strategy). The communities still wish to implement a closely revised version of this plan. In doing this, we will ask our planning authority to take up our cause and challenge the environmental priorities of ESCC, in particular transport plan TP3 which as currently drafted has limited applicability for our neighbourhood with its narrow, traffic oriented, focus. As part of this we will be lobbying the authority at all levels to restore the status of LATS and include it in TP3.*

*We recognise that to achieve this we would have to raise our own matching funds and apply for special regional funding such as are available from the EC regional grants system and other public or private institutions concerned with protecting fragile parts of the community.*

*We will also investigate the possibility of establishing the neighbourhood plan under an innovative financial instrument such as a parish council bond to raise funds for improvement works as detailed in LATS and subsequent traffic policies (see TRANS 4 et seq), and provide a vehicle for making local and national appeals for support.*

Issues raised at open day:

Agree (1)

**POLICY STATEMENT TRANS 4:** discourage through traffic

*Through traffic movements of all kinds will be discouraged because of the damage to the ancient fabric of the villages, the impact on quality of life and the environment, the danger to pedestrians, and the resultant congestion caused.*

*Supported by the SDNPA we will convince both East and West Sussex County Councils to review the adequacy of main road signing on the surrounding network so that through traffic is persuaded to avoid passing through the protected zone and use instead the primary road network.*

*West Sussex CC must be convinced of the need to improve key junctions on their part of the network whose congestion levels presently force through traffic to divert through the villages on the secondary network. Specific examples include the A23/A27 ground level gyratory connections and Stone Pound cross roads.*

*Commercial HGV traffic movements through the villages cause a particular problem, and their prohibition will be universally applied and enforced/penalised using number plate recognition technology.*

*We will continue to lobby both highway authorities to put pressure on SatNav companies to re-route their devices away from the villages.*

Issues raised at open day:

Close Beacon Road (7)

Re direct traffic through Hassocks

Erect sign saying 'don't use SatNav'

More problems with HGVs

Improve signing in W Sussex and Burgess Hill

Signage at HH/Cuckfield has worsened traffic

Similarly signage at Old Boat Corner

Better ambulance route avoiding Ditchling: use Clayton Rd-Keymer turn off-Ockley Lane-Folders Lane, then B2112

**POLICY STATEMENT TRANS 5:** reduce speed and improve pedestrian safety

*30mph traffic speed limits will be enforced as buffer zones on all outer boundaries of the Beacon Parishes. A blanket 20mph limit will be set and enforced within particularly sensitive areas. Thus in Ditchling: South Street, Beacon Road from the summit, Clayton Road, West Street, Lewes Road, the High Street, North End/Common Lane and East End Lane. Plus in Westmeston and Streat: Spatham Lane and Streat Lane. Again, traffic calming methods as set out in LATS will be applied to help achieve this, with particular advantage being taken of improvements in speed camera and number plate recognition technology. Associated warning signs and gateways will be placed at the buffer zone boundaries.*

Issues raised at open day:

Generally supportive of policy: (2)

Install mini island at South Street/ Beacon Road junction

Put 50mph limit on Keymer Road

Wider footpaths for buggies

Install speed cameras

**POLICY STATEMENT TRANS 6: protect countryside ways from the effects of traffic**

Many rural areas in the three parishes are adversely affected by through traffic.. To alleviate its impact we propose to introduce:-

*Quiet lanes*, designated under Department of Transport regulation to make country lanes more amenable for pedestrians, cyclists and horse traffic. Through traffic and speeding are discouraged by applying special calming techniques suited to the rural environment.. Techniques include 20mph limits, varying verges, soft landscaping, removal of signs and kerbs, and even planting grass strips in the centre of the lane. Unlike most of the rest of the country, neither East nor West Sussex has so far introduced any such schemes. The lanes first suggested for treatment are: Spatham Lane, Street Lane and Beacon Road (NB from the Beacon top gateway itself northwards), and

*Traffic gateways*, that provide both a visual impact to announce to motorist that they are entering a specially protected area, and can provide physical speed calming. In the case of country parks (eg Ditchling Common) they also help to alleviate the impact on grazing, wild life and walkers.

Issues raised at open day:

Include Underhill Lane for Quiet Lane status

Install gateways on highway peripheries

Quiet Lane needed for 100 acre lane

**POLICY STATEMENT TRANS 7: improve pedestrian environment in High Street**

In parallel with speed restrictions, the whole of Ditchling High Street carriageway and footway will be redesigned as a shared space facility. This will improve pedestrian and shop access with redesigned road surfacing and street furniture, plantings, etc, reinforcing the pedestrian-friendly aspect.

Issues raised at open day:

Remove one build out in North End

Don't change High Street layout. Keep the same look

Cobble High Street

Agree, but install central smooth strip for buggies and disabled

Better provision for disabled

**POLICY STATEMENT TRANS 8: provide more off street car park provision**

Additional off road car parking facilities will be provided on the fringes of Ditchling village. Specifically, the current proposal to introduce a car park to the west of the war memorial in Keymer Road is positively supported.

Issues raised at open day:

Switch South Street parking to incoming (west side)

Stop all parking in South St and High St

Improve car park at Beacon foot

Have a residents-only car park with camera controlled access



**POLICY STATEMENT TRANS 9**

**improve bus services**

Local bus companies will be lobbied for service improvement, particularly frequency of service, and the parish councils will work with other interested parties such as Ditchling Museum and Oldland Mill to plan improvement in shuttle bus services through the parishes. The parishes also welcome the cooperation of SDNPA in improving bus links between the Beacon and Ditchling village, and will seek to provide dedicated parking spaces for bus parking on the new Keymer Road site.

Issues raised at open day:

Agree (1)

**POLICY STATEMENT TRANS 10:**

**provide for pedestrians, horse riders and cyclists**

A linked network of foot and cycle paths will be designed throughout the three parishes. Specifically, a feasibility design will be carried out for a route from Ditching Common, through the village and up onto the Beacon, possibly utilising a new N-S route through Westmeston; and a second E-W route from the existing Westmeston pathway, through Ditchling and on to Keymer.

There is a large horse riding fraternity within the parishes, and the safety of riders, horses and walkers will take precedence over cyclists in considering the design.

Provision will be made for secure cycle parking in all car parks, at locations from the Beacon top through to the centre of Ditchling village.

Traffic build-outs in North End will be adjusted to allow cyclists to pass along the kerb side edge.

Issues raised at open day:

No one group of foot path users should take preference over the others in the design. (5)

Cycle paths for school users along Lewes Road and Keymer Road

Better maintained cycle paths, esp up Beacon

More E-W footpaths

**GENERAL COMMENTS**

ESCC and WSCC should talk to each other esp about cross border traffic issues

**APPENDIX K: Example of letter sent to local statutory services**



The Chief Executive  
South East Coast Ambulance Service  
Sussex Office  
40-42 Friars Walk  
Lewes  
Sussex  
BN7 2XW

16<sup>th</sup> May 2014

Dear Sirs,

**Ditchling, Streat and Westmeston Neighbourhood Plan**

We are currently preparing the neighbourhood plan on behalf of the three Beacon parishes. One aspect that is of particular concern to residents is traffic congestion in Ditchling High Street, and while this is strictly the responsibility of the strategic highway authority, East Sussex County Council officers have indicated there is little they can do to improve matters. We have been lobbying for a long while to find a way to reduce congestion, even suggesting for example, that the Beacon Road could be closed to all through traffic except for emergency vehicles. Only yesterday, an ambulance transporting a heart attack victim was stuck in the High Street due to a gridlock.

In support of our case we are therefore keen to talk to you about the congestion issues that you face when attempting to transport patients to and from Brighton and Mid Sussex, when using the B2112 through the parishes, and whether you could in principle support a form of closure (that ambulances would not be affected by). We would be happy to come and talk to your officers if that seems appropriate.

I look forward to hearing from you.

Yours sincerely

T A S Dufty

Chair, Neighbourhood Planning Group

## **APPENDIX L: Park Barn Farm leaflet, August 2016**

□



### **Ditchling, Streat and Westmeston Neighbourhood Plan and land to the south of Long Park Corner garages**

Dear Resident, as many of you know from our consultation earlier this year, a small piece of land belonging to Park Barn Farm, to the south of Long Park Corner garages, has been put forward by its owner for possible housing.

You will also be aware that on behalf of the three parish councils involved (Ditchling, Westmeston and Streat), the neighbourhood plan project management group (PMG) is taking guidance from the South Downs National Park Authority and Lewes District Council as to the feasibility of all the various proposals submitted by landowners. At the same time Lewes District Council is itself reviewing its land use needs for providing more housing, and is therefore considering redeveloping its Long Park Corner garage site to include a small number of housing units for its tenants. The council would undertake various surveys, eg on parking need, before making a final decision on this. If development on the two adjacent sites goes ahead, all councils and authorities will work closely together to tie any development together to ensure that one visually and environmentally acceptable scheme is produced. Although at an extremely early stage, IF it goes ahead, the majority of housing on the new site is envisaged as being affordable, managed and run for local people to rent or part own.

The PMG has met with officers of your residents association and undertaken to keep them informed if/when the proposal progresses. And starting in the next few weeks there will be a further 6-week consultation on all the proposed sites in the neighbourhood plan, and on the designation of green spaces. This will give everyone a chance to have their say.

To clarify the situation in the meantime:


- The PMG will only consider the Park Barn Farm site for inclusion in the plan if the majority of the homes are affordable housing for local people.
- The PMG will only consider the Park Barn Farm site for a small number of units (upper number to be part of the consultation).
- If the site is included in the neighbourhood plan, this does not mean planning permission will automatically be granted.
- Planning permission from the South Downs National Park Authority will depend on detailed plans meeting a large number of strict criteria concerning access, design, landscaping, parking etc. These will all be subject to further consultation.

The next consultation will be fully publicised, including a public meeting. We look forward to seeing you there.

**For more information on the neighbourhood plan, please see the newsletter with this leaflet and [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk).**

August 2016

## APPENDIX M: Newsletter, August 2016



*Welcome to this newsletter bringing you the latest news on the Ditchling, Streat and Westmeston Neighbourhood Plan*


*August 2016*

First, can we thank everyone who has sent good wishes to Tom Dufty, our chairman, who was taken critically ill, but is now happily making a recovery. We have been soldiering along as best we can in his absence, but our progress has inevitably been slower than we had planned.

Second, a huge thank you to everyone who took the time to make helpful and constructive comments on the draft plan earlier this year. We received 177 emails and letters from residents of all three parishes as well as representations from various local authorities and other organisations.

All comments, both the many that supported the proposed policies, and those expressing concern, are being taken into account in a revised plan which will be published in the autumn.

You can see the analysis of responses at:  
[www.beaconvillagesplan.co.uk/response\\_rview\\_complete.pdf](http://www.beaconvillagesplan.co.uk/response_rview_complete.pdf)



### What is the plan and what does it cover?

A neighbourhood plan is a community-led plan for shaping the development and conservation of the area. Its primary purpose is to inform development and planning: through it we can influence types of development and housing, and where such development is.

It can also influence other issues such as the environment, traffic and leisure facilities.

The final plan has to be put to a referendum for all residents to vote on. It will only be adopted if more than 50% of those who vote approve it. Before the referendum the plan also has to be approved by the South Downs National Park Authority and an independent examiner to make sure it complies with various laws and policies.



### How has the draft plan been drawn up?

The draft plan has been drawn up by resident volunteers for the benefit of the community as a whole. It is based on YOUR views and priorities, following consultation through public meetings, a questionnaire, open days and the 6-week consultation in the spring. The project team is overseen by the parish councils of the three villages.

### Housing development sites

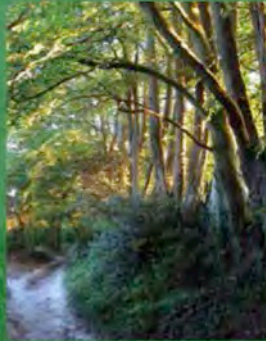
To meet national targets the South Downs National Park Authority (SDNPA) and Lewes District Council has to identify sites for a certain amount of housing. As part of this Ditchling has been told to find sites for 15+ dwellings. This has not been easy, given the densely built nature of the village and other considerations such as the environment. In the consultation we put forward all possible options that had been offered by landowners, and were not ruled out by other factors. In this way we hoped to further the debate around balancing the need for housing, especially lower cost homes, with landscape protection. We understand that no one wants development 'in their back yard' but we do have to find those sites. If we don't identify them in the neighbourhood plan, the planning authority will decide for us.

### What is the next step?

As a result of the consultation, and advice from the SDNPA, some housing sites have now been ruled out and others have come to light. We are therefore going to consult further on the remaining sites. To do this we need more detailed plans for each site so residents can clearly see what is proposed. We hope to have these by early autumn 2016.

### Designation of green spaces

We are also proposing to designate around 18 important local green spaces to protect them from development. The full list and the reasons for their designation will be part of the next round of consultation.



### FAQs

**Q.** If a site is included for development in the neighbourhood plan, does that mean it is outside the normal planning process?  
**A.** No. It means the site is considered suitable IN PRINCIPLE but it still has to go through the normal planning application process, and an application will not necessarily be approved by the planning authority (SDNPA or Lewes District Council).

**Q.** Can planning applications be made for developments on sites not included in the Plan?  
**A.** Yes. Anyone can still make applications as before. But the planning authority has to take the neighbourhood plan into account.

**Q:** Is there a housing allocation for Streat or Westmeston?  
**A.** No. Both Streat and Westmeston are rural areas with no 'settlement' in planning terms.

**Q.** Why has the former nursery site on Beacon Road been excluded?  
**A.** The SDNPA rejected this site because it is some way outside what is known as the settlement area; the houses when built would be visible from the scarp and because there are valuable areas of ancient woodland between it and Ditchling village.



### FAQs

**Q.** How long will it be before the final plan has been approved?  
**A.** If all goes well we hope to submit the plan to the South Downs National Park Authority (which will hold its own 6-week consultation), and then to the independent examiner, early next year. We hope the final plan will be approved in principle by the spring of next year, and submitted to all residents in a referendum shortly after.

**Q.** What about planning applications for extensions and single dwellings?  
**A.** These will be assessed as before by the planning authority. However they will be subject to Plan policies such as those on design.

**Q.** What have the authorities said about our traffic plans?  
**A.** East Sussex County Council has now ruled that our previously approved traffic plan (LATS) is no longer valid but has agreed to work with us and the SDNPA to produce a successor plan that they can support, provided we find the money.

### How can I find out more?

Our job is to create the best consensus for the village overall, given that there are many differing opinions on every topic. We want you to have the facts on which to base an informed opinion, and are always happy to answer your questions about anything to do with the plan. The neighbourhood plan website contains much information that will help.

If you have any questions or want clarification on any aspects of the plan, we put all information on [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk) or please contact us at [beaconvillages@aol.com](mailto:beaconvillages@aol.com)

Mike Burr & Edwina Rowling  
 Ditchling, Streat and Westmeston Neighbourhood Plan  
[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)



[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

**APPENDIX N:** Examples of 2<sup>nd</sup> consultation letters and e-mails to green space owners

Parish Council Office;- 01273 844733  
Mobile :- 07730 001130  
E-mail:-[ditchlingpc@btinternet.com](mailto:ditchlingpc@btinternet.com)  
Website:-[www.ditchlingpc.org.uk](http://www.ditchlingpc.org.uk)



Clerk :- Mrs Michelle Warner  
1 The Hollow  
Lindfield  
West Sussex  
RH16 2SX

St Margaret's Church  
West Street  
Ditchling  
East Sussex  
BN6 8TS

6<sup>th</sup> December 2016

Dear Sirs,

The parish council, together with Streat and Westmeston parish councils, has been preparing a neighbourhood plan for our area. When it has been approved, the plan will form an essential part of the local planning process, helping to protect the vulnerable parts of our parishes, and providing development guidance for anyone submitting a planning application.

One aspect of the plan is the safeguarding of our green spaces, a valuable element in the local environment. The parishes have carried out a comprehensive survey of the most important spaces in the three parishes, and they will be included within the plan for their protection.

We believe that you are the owner of the spaces we have labelled as 13a in the attached schedule and location map. We are therefore letting you know that we propose to register your space in the plan, for its future protection.

Please do contact me if you wish to discuss any aspect of this.

Yours sincerely

Chairman  
Ditchling Parish Council

# Streat Parish Meeting

Clerk & RFO Elizabeth Bennett

18 Luxford Road, Lindfield,

West Sussex, RH16 2LZ

**Tel 01444 483018 Email: [streat.pm@btinternet.com](mailto:streat.pm@btinternet.com)**

Ms B. Shaw,  
Chief Executive,  
East Sussex County Council,  
County Hall,  
St Anne's Crescent,  
Lewes,  
East Sussex  
BN7 1UE

18<sup>th</sup> November 2016

Dear Ms Shaw,

## **Ditchling Streat and Westmeston Draft Neighbourhood Development Plan**

As you may know, Streat Parish Meeting together with Ditchling and Westmeston Parish Councils, have been preparing a Neighbourhood Development Plan ("the Plan") for our area. When it has been approved, the Plan will form an essential part of the local planning process, helping to protect the vulnerable parts of our parishes, and providing development guidance for anyone submitting planning application.

One aspect of the Plan is the safeguarding of our "green spaces", a valuable element in the local environment. A comprehensive survey of the most important of green spaces in the three parishes has been undertaken, and reference to these will be included in the Plan for their protection. We attach a plan on which there is shown edged green, registered Common Land ("Common Land") within our parish, which to the best of our knowledge and belief is unowned and which has always been accepted as such. However, we think your Council may have statutory rights or obligations in respect of our Common Land and if so, but in any event as a courtesy, we are writing to advise you of the position. Please do contact me if you wish to discuss any aspect of this – 01273 890110.

Yours sincerely,

A.H.Gedge,  
Chairman  
Enc. Streat Parish map

**From:** Rob Mills Westmeston Parish <[hooksacre@btinternet.com](mailto:hooksacre@btinternet.com)>

**Date:** Mon, 14 Nov 2016 12:47:43 -0000

**To:** <[customer@eastsussexhighways.com](mailto:customer@eastsussexhighways.com)>

**Cc:** Pam and Mike Burr <[mustburr@gmail.com](mailto:mustburr@gmail.com)>

**Subject:** Beacon Parishes Neighbourhood Plan

Dear Local Government Officer

Westmeston Parish Council, together with the civil parishes of Streat and Ditchling, has been preparing a neighbourhood plan. When approved and adopted, the plan will form an essential part of the local planning process, helping to protect vulnerable parts of our parishes, and providing planning guidance for future developments.

One aspect of the plan is the safeguarding of our green spaces both now and for future generations. These valuable elements of our local environment have been identified through a comprehensive survey of the most important spaces in the three parishes, and they will be included within the plan for their protection. We have been informed that East Sussex County Council holds title/owns the Lewes Road roadside south verge that we have labelled 19, on the attached schedule and location map, extending from the junction of Shirleys, eastwards to Black Dog Hill House. This carries the public amenity of The Jubilee Pathway, created and maintained by the Westmeston Jubilee Pathway Trust. Similarly the Jubilee Pathway runs through green space 17a. This also provides vital unregulated parking which has been used by churchgoers for many years. Green space 17b on Church Corner also provides the amenities of a public bench and information centre in the restored vintage phone box, and is the site of the ancient well and Sarcen stone. We are therefore letting you know that we propose to register these spaces, for their future protection.

Please contact me if you wish to discuss any aspect of this

Yours sincerely Rob Mills

NB. Owing to the impossibility of communicating directly with the relevant department within ESCC, I request that this e mail is re-directed as necessary to reach the department responsible and that an acknowledgement is sent to me.



## Housing sites & green space protection



### Public consultation

7 December 2016 – 28 January 2017

Open morning 21 January

Ditchling Village Hall, 10am – 12.30 pm

### Neighbourhood Plan Progress

The Ditchling, Street and Westmeston Neighbourhood Plan is a community-led plan for shaping the development and conservation of the area. The plan's primary purpose is to inform local development and planning: through it we can influence types of development and housing, and where development might take place. It is being prepared by a team of residents who, on behalf of the three parish councils, followed the guidance as to what our community wants as expressed by many of you in the household questionnaire carried out 18 months ago. This gave the team very clear directions.

We consulted residents in spring 2016 with an initial plan, and based on your comments, and those of authorities that included South Downs National Park, Lewes District and East Sussex County, we have been working hard to revise the plan and take into account all the comments made. This second consultation focuses on the more detailed aspects of housing and green spaces.



### Housing Development Sites

Following our consultation earlier this year, some sites have been ruled out while new ones have been proposed by land owners.

As part of the plan Ditchling has been told by the planning authorities to find sites for at least 15 dwellings. This has not been easy, given the densely built nature of the village, conservation of its mediaeval core and other environmental considerations. However, if we don't identify sites in the neighbourhood plan, it will almost certainly be rejected by the independent examiner and the South Downs National Park Authority will decide for us.

We now have three new sites to consider and more detail on the existing proposed site at Park Barn Farm / Long Park Corner in Beacon Road. All the sites remain subject to detailed proposals including traffic calming, flood alleviation etc.

This further informal consultation welcomes comment on these proposals and invites all residents to an open morning in Ditchling Village Hall on Saturday 21 January.

The four sites are:

TITLE	OWNER	NO. OF UNITS	NOTES
Park Barn Farm / Long Park Corner	Simon Srinatti/ Lewes DCF Community Land Trust	9 community housing 3 private units	Land to be gifted for Community land trust & community use. Outside settlement boundary.
Common Lane	Philip Dunn	6 private units	Outside settlement boundary.
Lewes Road/ Nye Lane	Paul Bowtell Neville Estates	2 new in addition to the 3 already granted  2 new	Within settlement boundary  Within settlement boundary

In addition, the development at The Joindre, 17 South Street, gives us three more units which already have planning permission.

### Park Barn Farm/Long Park Corner

This site is on the south edge of the village, and sits outside the current settlement boundary. It abuts the existing Long Park Corner housing estate. The owner of the field that makes up southern two-thirds of the site is prepared to gift the land to the village so long as he can erect three detached houses for his own family on it as well. He is also prepared to gift for community use a further narrow strip that runs along the western perimeter of Long Park Corner, that can't be used for building.

At the north end of the site there is a row of pre-fabricated garages with a tarmac forecourt, owned by Lewes District Council. It is connected to the estate by a narrow access road. The council's housing officers have indicated it is considering demolishing the garages, and has accepted in principle that the land thus released could be merged with the donated land. This will enable a composite design for the whole site.

### Common Lane

This triangular site is on the north side of the village, again sitting just outside the existing settlement boundary. The owner favours single-storey dwellings and the neighbourhood plan project group believes the land could accommodate 6 units, if the site were to be approved.

### Lewes Road/ Nye Lane

The main site is the Ditchling garage site. It already has planning permission for 3 detached houses, but the owner is prepared to increase the number of units and incorporate instead smaller terraced units.

*Continued overleaf....*

Neville Estates owns a narrow strip on the west side of the lane opposite the garage land, and proposes 2 small 1 bedroom live / work properties. It is been suggested they work closely with the garage owner to propose an architecturally similar style of dwelling to the adjacent garage site, thus presenting a higher quality of dwelling and consistency of aspect.

### Designation of green spaces

We are also proposing to designate 20 important local green spaces throughout Streat, Westmeston and Ditchling, to protect them from development. Maps and further information will be available at the open day and are online.

### What is the next step?

The final plan has to be put to a referendum for all residents to vote on. It will only be adopted if more than 50% of those who vote approve it. Before the referendum the plan also has to be approved by the South Downs National Park Authority and an independent examiner to make sure it complies with various laws and policies.

### How can I comment?

The housing and green space consultation document is available on our website [www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk) and from parish clerks and in the Post Office.

Please send any comments in writing to:

Mrs Michelle Warner  
Clerk, Ditchling Parish Council  
1 The Hollow, Lindfield, West Sussex RH16 2SX  
email: [ditchlingpc@btinternet.com](mailto:ditchlingpc@btinternet.com)

*Continued overleaf...*

Tony Gedge  
Chairman, Streat Parish Meeting  
Streat Cottage  
Streat  
BN6 8RU  
email: [a\\_gedge@hotmail.com](mailto:a_gedge@hotmail.com)

or

Rob Mills  
Chairman, Westmeston Parish Council  
Hooks Acre  
Lewes Road  
Westmeston, BN6 8RH  
email: [hooksacre@btinternet.com](mailto:hooksacre@btinternet.com)

or

Dr Mike Burr chair of the project management group:  
email: [mustburr@gmail.com](mailto:mustburr@gmail.com)

And please come and talk to us at the open morning in Ditchling Village Hall, on Saturday 21 January, 10am – 12.30pm.

### FAQs

**Q.** If a site is included for development in the neighbourhood plan, does that mean it is outside the normal planning process?

**A.** No. It means the site is considered suitable IN PRINCIPLE but it still has to go through the normal planning application process, and an application will not necessarily be approved by the planning authority (SDNPA or Lewes District Council).

**Q.** Can planning applications be made for developments on sites not included in the plan?

**A.** Yes. Anyone can still make applications as before. But the planning authority has to take the neighbourhood plan into account.

### FAQs

**Q.** Is there a housing allocation for Streat or Westmeston.

**A.** No. Both Streat and Westmeston are rural areas with no 'settlement' in planning terms.

**Q.** Why has the former nursery site on Beacon Road been excluded?

**A.** The SDNPA rejected this site because it is some way outside the settlement area; the houses when built would be visible from the scarp and because there are valuable areas of ancient woodland between it and Ditchling village.

**Q.** What about planning applications for extensions and single dwellings?

**A.** These will be assessed as before by the planning authority. However they will be subject to plan policies such as those on design.

**Q.** How long will it be before the final plan is approved?

**A.** If all goes well we hope to submit the plan to the South Downs National Park Authority (which will hold its own 6-week consultation), and then to the independent examiner in early 2017. We hope the final plan will be approved in principle, and submitted to all residents in a referendum shortly after.



## Open morning

Come and talk to us and see the plans at the open morning on

**Saturday 21 January,  
10am – 12.30pm**



[www.beaconvillagesplan.co.uk](http://www.beaconvillagesplan.co.uk)

**APPENDIX P: Summary responses tables from second pre-submission consultation**

**DITCHLING STREET & WESTMESTON NEIGHBOURHOOD DEVELOPMENT PLAN**

Second partial consultation (housing and green spaces)

7/12/16 to 28/01/17

RECORD OF RESPONSES (restricted file 'responses to 2nd submission' contains original docs)

SB: settlement boundary \* chairman of cricket club LPC: Long Park Corner A: Author (names redacted)

Date	Author	Source	Contents	Response
07/12/16		phone	Turner Dumbrell permission to defer comments until after 29/01?	
16/12/16		e-mail	Object to Common Lane: traffic & safety Green spaces: Suggest adding Jointer Copse, Stoneywish & Common.	
16/12/16		e-mail	Object to Common Lane: traffic & safety Object to extension of SB	
19/12/16		e-mail	Object to Common Lane: Qualified acceptance of Long Park Corner although	
19/12/16		e-mail	Object to Common Lane and to village expansion	
19/12/16		e-mail	ditto	
20/12/16		e-mail	Object to Common Lane: outside SB	
22/12/16		e-mail	Suggest adding D. Common to green space proposals	
29/12/16		e-mail	Querying rejection of Greenhouse site	
03/01/17		e-mail	Object Nye Lane	
04/01/17		e-mail	Object to Common Lane & northward erosion of strategic gap	
05/01/17		e-mail	Object to Long Park Corner	
06/01/17		e-mail	Object to school grounds being public space	
06/01/17		e-mail	Pointing out errors in green spaces	
06/01/17		e-mail	Raising climate change worries at TCPA	
08/01/17		e-mail	Querying glass houses rejection	
12/01/17		e-mail	Object to Common Lane: outside SB; traffic; flooding	
12/01/17		e-mail	Concern about LPC: drainage/flooding; inadequate parking	
12/01/17		e-mail	Need info re status & permanence of green spaces	
16/01/17		e-mail	Query need for Common Lane housing	
16/01/17		e-mail	Objecting to St James cricket club inclusion in green spaces	
16/01/17		e-mail	Asking for Drove way fields to be included as green space	
17/01/17		e-mail	Objecting to Lewes Road development: too many units	
17/01/17		e-mail	Object Long Park Corner	

*Ditchling Street & Westmeston Neighbourhood Development Plan*

17/01/17		e-mail	Ditto	
19/01/17		email	Object Nye Lane: too many units	
19/01/17		email	Object Nye Lane: too many units	
20/01/17		email	LPC design queries	
21/01/17		email	ditto	
22/01/17		email	Object sites A & B (outside SB)	
24/01/17		email	Concern over traffic; sufficiency of affordable housing	
24/01/17		letter	Objecting PBF, proposing Greenhouses	
25/01/17		email	Object Long Park Corner	
26/01/17		email	Support LPC and Common Lane; object Neville Estate	
26/01/17		letter	Plea for improvement to nursery site	
26/01/17		letter	Beacon Rd flooding from LPC: suggested qualifications	
27/01/17		email	Common Lane is home to great crested newts	
27/01/17		email	Design critique of Common Lane	

## STATUTORY UNDERTAKERS & AUTHORITIES

Date	Author	Source	Contents	Response
12/12/16	Southern Water	e-mail	Welcomes reference to infrastructure in CONS 14	
16/12/16	East Sussex CC	e-mail	Green space: 1) school building land owned by diocese 2) no need to add NPlan protection for playing field to that already afforded by ESCC	
20/01/17	Highways Engl	email	no further comments	
23/01/17	Historic England	email	no further comments	
24/01/17	Turner Dumbrell	letter	Rejecting inclusion on green space list, and correcting map errors	
24/01/17	Env. Agency	email	Pleased that developments not in high flooding risk areas	
25/01/17	SDNPA	email	Full comments on 2nd pre-sub	
26/01/17	W'tmens Trust	letter	Rejecting inclusion on green space list	
27/01/17	East Sussex CC	email	Full comments on 2nd pre-sub	
28/01/17	Street meeting	email	Comments on 2nd pre-sub	
28/01/17	Street meeting	email	Comments on main text	

## 3 Selection of development sites

### 3.1 Approach

Following the system used by Lewes District Council and the SDNPA to identify land for development<sup>22</sup>, the management team's call to landowners for possible sites resulted in a number of responses. All sites were assessed using SDNPA criteria<sup>23</sup> and additional local criteria developed by the focus group. However, as the allocation of 15 houses only applies to Ditchling, and not to Streat or Westmeston, only sites in Ditchling progressed to the second stage of detailed consideration. Full details of the initial evaluation process are given in the focus group report<sup>24</sup>. The reasons for exclusion included: land unavailable; being in an environmentally sensitive location; having no access; being ruled out by the SNDPA SHLAA; and unwillingness to adhere to the small housing types (eg 2/3 bed starter homes) advocated in the plan<sup>25</sup>. This resulted in sites accommodating fewer than 15 housing units remaining for further scrutiny. However, two new sites were subsequently put forward (one as a result of the planning authority revising its eligibility criteria downwards, so that sites with only one or two units could now be included).

In June 2016 the SDNPA advised the project management group to have a second round of consultation covering these, and asked for more detailed indicative designs layouts for the existing sites site, (although this stipulation was later reversed)<sup>26</sup>.

Sites labelled A&B in Figure 3.3/2 of the plan have two owners involved, requiring often lengthy negotiation and discussion. The third site (C) is one with pre-existing permission whose inclusion was allowed by the SDNPA because of when the permission was granted.

A further site proposed in Common Lane, just outside the Settlement Boundary (SB) to the north of the village, would have accommodated up to 6 units. However, during the second public consultation a majority of representations, including a statutory authority, were made objecting to this site's inclusion<sup>27</sup>, on the grounds first, that it would introduce the possibility of further erosion of the Settlement Boundary to the north inducing ribbon development along the B2112; secondly because the site was located on a fast bend; and thirdly that the site pond is a habitat of the great crested newt<sup>28</sup>.

<sup>22</sup> <http://www.lewes.gov.uk/planning/shlaa.asp>

<sup>23</sup> <https://www.southdowns.gov.uk/planning/planning-policy/national-park-local-plan/evidence-and-supporting-documents/strategic-housing-land-availability-assessment-shlaa/>

<sup>24</sup> See again <http://www.beaconvillagesplan.co.uk>

<sup>25</sup> Notably, this included the former Ditchling Nurseries site on Beacon Road. This site is outside, and not adjacent to, the settlement boundary, is clearly visible from the top of the South Downs and has an area of ancient woodland between it and the village. It was therefore ruled out by SDNPA.

<sup>26</sup> See notes from 7/02/17 meeting with SDNPA

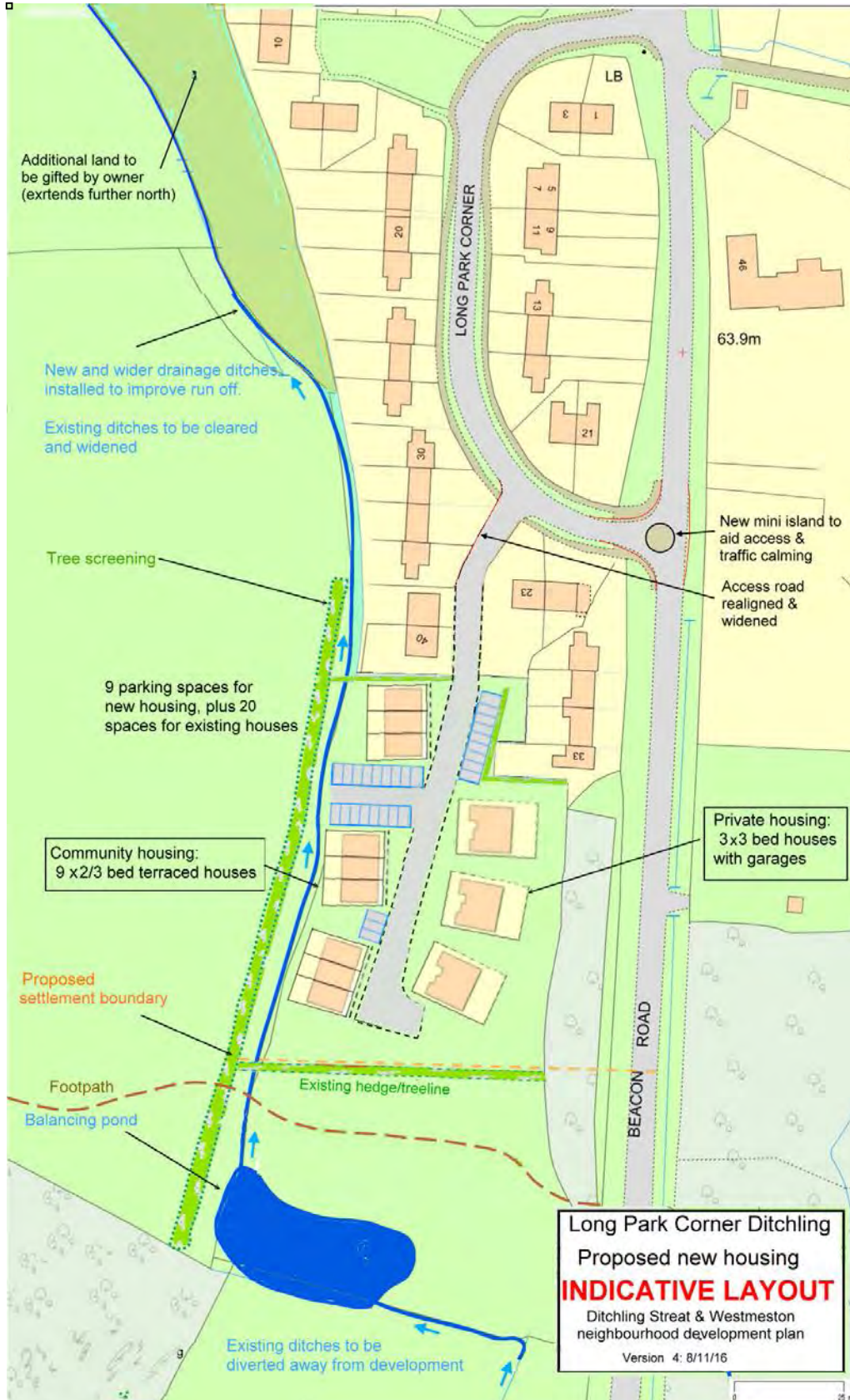
<sup>27</sup> See C&E report, Appendix P

<sup>28</sup> This assertion has yet to be verified by a professional zoologist

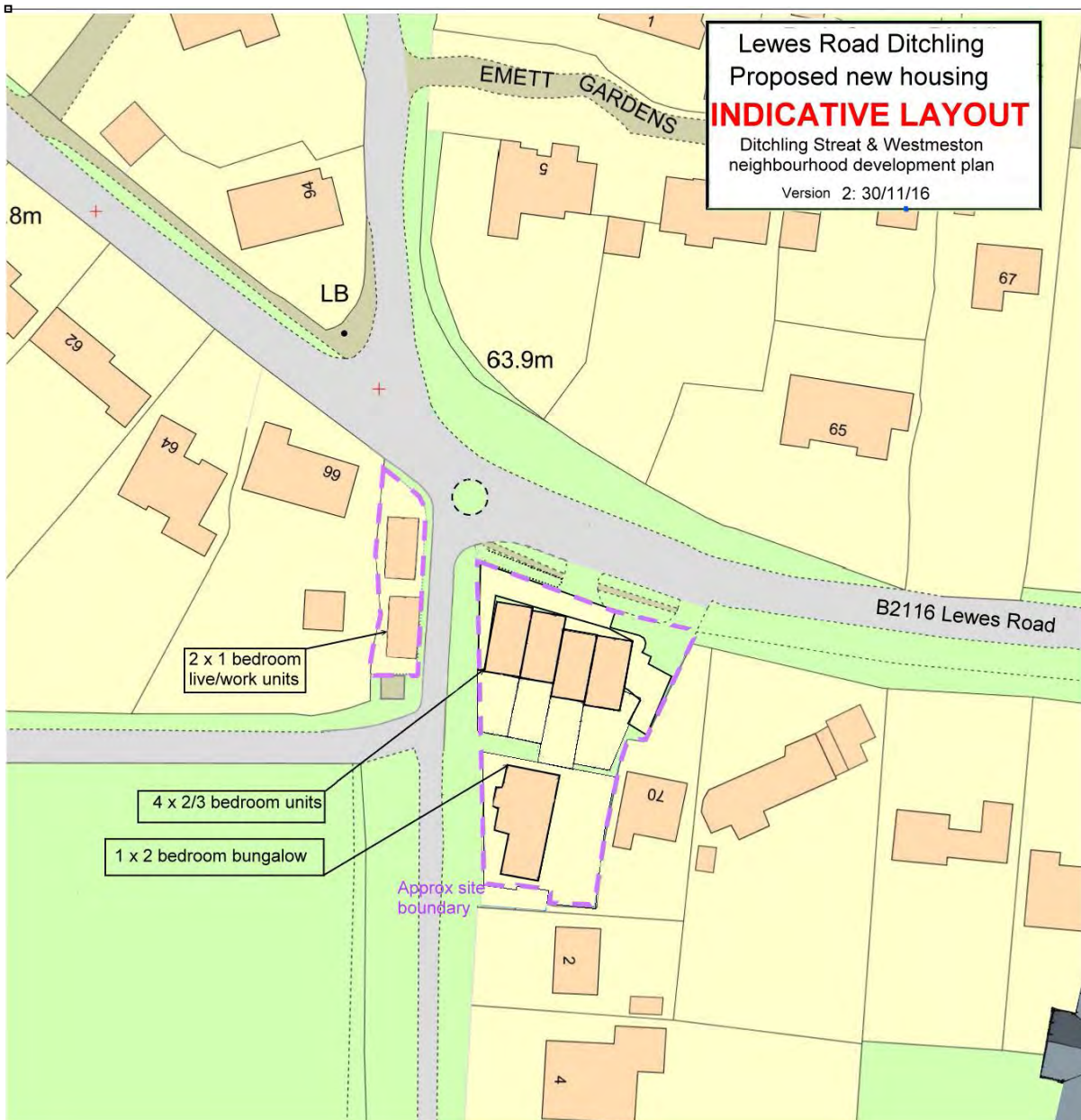
## Housing development site layouts

### 3.2 Long Park Corner

Figures 3.1 and 3.2 give indicative layouts for the two new development sites. These were drawn up for guidance during the consultation process by the Project Management Group and do not form part of any proposal or approval.



### 3.3 Lewes Road/Nye Lane



# 4 Green spaces analysis

## 4.1. LOCAL GREEN SPACES (LGS)

### 4.2. COMMUNITY OPEN SPACES (COS) & 4.3. GREEN INFRASTRUCTURE

#### 4.1 Proposed local green spaces (LGS)

Descriptions of each proposed LGS are accompanied by a brief analysis of the site against the national criteria for such spaces as per the NPPF. Site locations are on [Figures 3.6/5](#) and [3.6/6](#) of the main report.

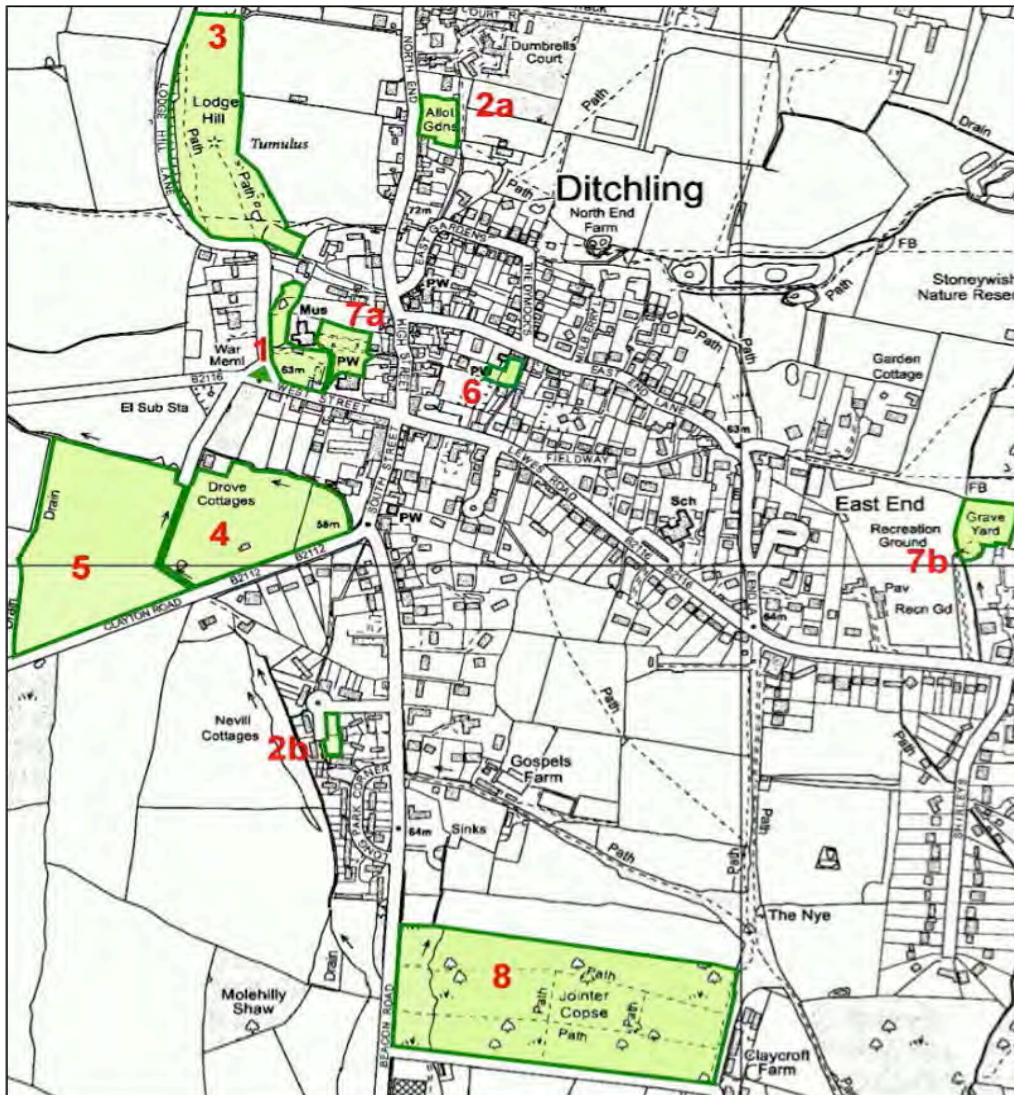


Figure 3.6/5: Local green spaces (Ditchling)

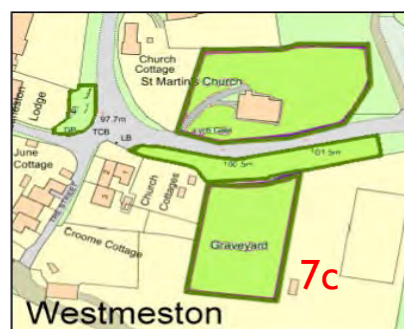


Figure 3.6/6: Local green spaces (Streat and Westmeston graveyards.....& Streat Lane green corridor)



### 4.1.1 Village green, pond and war memorial, Ditchling

#### Description

This is a distinctive and picturesque part of the village overlooked by Grade I listed St Margaret’s Church, Lodge Hill, and West Street (including Grade I listed Wings Place). It comprises a series of open spaces including the village green, cart lodge and barn, a large pond on the east side of Lodge Lane with a more informal open area adjoining to the north, and the formally laid out war memorial area. This is the focal point of the Ditchling Conservation Area (DCA), and the latter elements are identified in the conservation area character appraisal<sup>29</sup> as “important open spaces” and/or “focal points”.



The various green space elements and pond are an essential part of the fabric of the village and its community. They have a particular local significance given the picturesque setting of which they form the centre, emphasising their significance in this historic part of the village and their recreational value for local residents and visitors alike. The pond is an integral part of the green infrastructure of the village and provides important aquatic habitat



#### Analysis against criteria:

Criteria	Fit with criteria and supporting evidence
Proximity to community	Within the settlement boundary and close to the centre of the village. Public access throughout.
Demonstrably special to local community	Area of historic importance to the community, site of the village fair, war memorial and the barn is used for meetings and gatherings. Important open/green setting for the church and museum. The village green was originally a farmyard and was acquired by a charity (Friends of Ditchling) in 1964 for the enjoyment of local people and others visiting Ditchling.
Local significance	<p><b>Beauty:</b> this complex of green areas is open and attractive, bounded by historic buildings and walls and containing the village pond and small areas of planting/wildlife habitat.</p> <p><b>Historic significance:</b> An important part of the conservation area of the village. The war memorial itself was designed by Eric Gill and carved in his village workshop by his assistant. It was erected in 1920.</p> <p><b>Recreational value:</b> this complex of spaces are important for informal recreation, walking and meeting or for sitting on a bench in a quiet, relaxing green space. The green and barn are used for functions, events and weddings and every 2 years as the venue for the village fair</p>
Local in character	This complex of spaces are an important focal point within the historic core of the village and make a vital contribution to village life
Not an extensive tract of land	Small, enclosed site – and thus not an extensive tract of land.
Owner comments	The owners have not provided comment or objection to designation of this space as an LGS

<sup>29</sup> [http://www.lewes.gov.uk/Files/plan\\_CAA\\_Ditchlingpages1to9.pdf](http://www.lewes.gov.uk/Files/plan_CAA_Ditchlingpages1to9.pdf) (referred to throughout this document)

**Description**

The largest area of allotments within the village is located on the east side of North End. It is a popular and well used local amenity run by the Ditchling Horticultural Society. The allotments are also identified in the Character Appraisal as an important open space within the DCA.

There are also smaller areas of allotments located within the more modern established housing area at Neville Cottages located on the west side of Beacon Road. Both allotment areas satisfy the LGS selection criteria on the basis that they are an integral part of the community they serve, are highly valued, and provide an important informal recreational facility.



**Assessment against criteria**

<b>Criteria</b>	<b>Fit with criteria and supporting evidence</b>
Proximity to community	Both allotments are within settlement boundary and close to the village centre. No wider public access.
Demonstrably special to local community	Popular and well used allotment spaces – and the only two areas identified for this purpose within the village
Local Significance	<p><b>Beauty:</b> small, well managed and attractive allotment areas</p> <p><b>Historic significance:</b> North End allotment identified as important open space within the DCA</p> <p><b>Recreational value:</b> these two areas provide important allotment spaces within the village, providing opportunities for residents to participate in gardening/growing.</p> <p><b>Richness of wildlife:</b> Important small areas of open space/garden related habitats for birds and wildlife within the village built up area</p>
Local in Character	Small locally important allotment sites
Not an extensive tract of land	Small, enclosed open space and so not an extensive tract of land
Owner comments	The owners have not provided comment or objection to designation of this space as an LGS

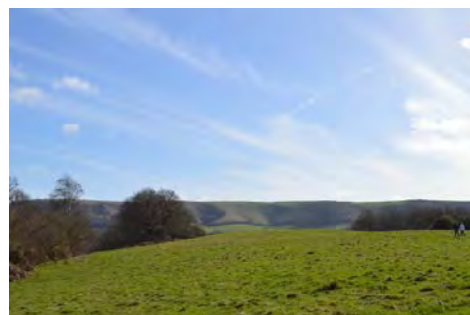
### 4.1.3 Lodge Hill, Ditchling

#### Description

This is a distinctive local feature on a small hill adjoining and overlooking the village, and located to the north and east of the alignment of Lodge Hill Lane. The lane forms part of the old drovers' route linking the Downs via Ditchling Common to the Weald, and at the foot of Lodge Hill crosses the old Roman road linking Keymer through to Streat and beyond.

Lodge Hill itself contains important archaeological features and is also a publically accessible area affording dramatic views over the village and towards the Downs. It is very well used as an informal recreational open space with access via the established public footpath network and Lodge Hill Lane.

Clearly it is in close proximity to the community it serves, and is demonstrably special because of its beauty, historic significance and recreational value.



#### Assessment against criteria

Criteria	Fit with criteria and supporting evidence
Proximity to community	On the edge of the village to the north west. Easy walking distance from all parts of the village. Full public access provided by landowner (Turner Dumbrell Foundation)
Demonstrably special to local community	A distinctive feature of the village, providing elevated dramatic and extensive views over the village to the Downs and surrounding countryside. Very popular with local people for walking, easter egg rolling, Morris Dancing (May Day), Ascension Day service and sledging in the winter. Public access provided by the Turner Dumbrell Foundation specifically to enable local people to have access to the countryside for their health and wellbeing.
Local significance	<p><b>Beauty:</b> an attractive open green space comprising hill top and slopes that provides dramatic high quality views to surrounding countryside.</p> <p><b>Historic significance:</b> The foot of the hill crosses old Roman Road; archaeological features on the hill top, a pre-Saxon gathering point.</p> <p><b>Recreational value:</b> Well used location for walking and other activities noted above; Accessed by several footpaths and often used as part of longer walking routes in and around the village.</p> <p><b>Tranquility:</b> a quiet natural space, enclosed along the slopes of the hill providing a viewpoint of the surrounding landscape from the summit.</p> <p><b>Wildlife richness:</b> Hedges and trees enclose the space and along with the lightly grazed grassland and ponds on the site provide a potentially useful wildlife habitat for a range of species.</p>
Local in character	An iconic site within Ditching village of strong local character
Not an extensive tract of land	An enclosed site made up of foot-slope and hilltop. Not considered to be an extensive tract of land.
Owner comments	The owners have provided written support for designation of this space as a LGS and in their view this will be entirely compatible with the intentions of the owner for its future use by the local community for the purpose of recreation and wellbeing

#### 4.1.4 Land adjoining Ditchling village at Clayton Road

##### Description

This is a tranquil and attractive area of open land adjoining the western side of the village located between Drove Cottages and the B2112 Clayton Road. A significant feature of this area of open space is its inclusion within the DCA and its critical role, identified in the Character Appraisal, in protecting the visual and landscape setting of the historic centre of the village. Two designated chalk streams (priority habitats) run along the northern and western boundaries of this land and so it has important local wildlife value.



This area is not considered as the type of extensive tract of open land referred to in the NPPF. Rather it is physically well defined and essentially local in character, and performs a function of great importance to the local community because of its intrinsic attractiveness and critical role in protecting the setting of the village and its conservation area. There is no public access to this area.



##### Analysis against criteria

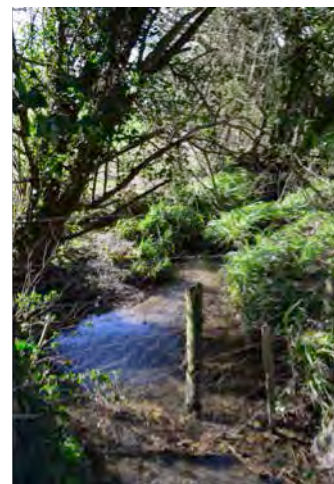
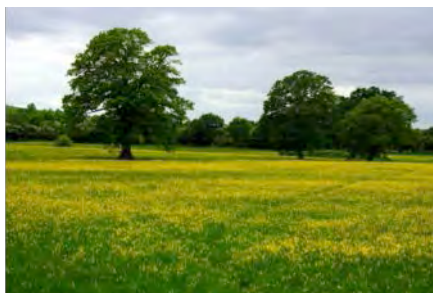
Criteria	Fit with criteria and supporting evidence
Proximity to community	Adjacent to the village of Ditchling. Access along the western edge of the field via a footpath.
Demonstrably special to local community	A small field on the edge of the historic village centre and providing valued rural context to the south and west parts of the conservation area and its historic buildings. Formally included within the conservation area for this purpose.
Local significance	<p><b>Beauty:</b> Tranquil/attractive space in its own right but more importantly, identified in the Character Appraisal of the village as important for the landscape/visual setting of the Conservation Area of the village; Included within the boundary of the Conservation Area for this reason (Conservation Area Appraisal Map 3).</p> <p><b>Wildlife richness:</b> Formally recognised chalk streams are present along the west and northerly boundaries of this green space. This is a habitat type that supports a range of wildlife and is recognised as a 'priority habitat'<sup>30</sup></p>
Local in character	Contributes to the locally important setting of the village and its conservation area.
Not an extensive tract of land	A single, enclosed field on the edge of the village. Not considered to be an extensive tract of land.
Owner comments	The owners have not provided comment or objection to designation of this space as an LGS

<sup>30</sup> Those habitats identified nationally as being the most threatened and requiring conservation action under the UK Biodiversity Action Plan

4.1.5 West Mead field, The Droveaway

**Description**

This field sits on the edge of Ditchling village within the strategic gap between the village and neighbouring Keymer/Hassocks. It is a quiet, tranquil space that sits below the level of the Keymer Road and is accessed via The Droveaway, an ancient livestock droving lane between the village and the Downs. It provides dramatic views to the Downs to the south whilst also having a beauty of its own, related to the combination of natural open space, mature trees and the sense of contrast between the built up adjacent settlement – and the sudden experience of open space and wide views on entering the field. It is an area of unimproved grassland with a high water table and so supports a diverse grassland flora, which in turn supports birds and other fauna. A designated chalk stream (a priority habitat) runs along its northern end and is also an important wildlife habitat. A public right of way runs along the eastern edge of the field and provides access to the local path network between the village and the South Downs to the south. The field is used by many local people for walking, dog walking and quiet enjoyment.



This space It is valued by local people as a space for quiet recreation, for its wildlife value and its sense of beauty and tranquillity. But it is now under management as a rugby pitch under planning permission for temporary change of use. While it is arguable that the conditions of this use are compatible with designation of this space as an LGS, to ensure its continued protection as an accessible green space on the edge of the community, this development must be kept under close scrutiny to ensure that the temporary approval conditions are not breached by its owners.

**Analysis against criteria**

Criteria	Fit with criteria and supporting evidence
Proximity to community	Immediately adjacent to the village of Ditchling. Access along the eastern edge of the field via a footpath (PRoW).
Demonstrably special to the local community	Yes. This space is well used by many local people, especially those who live in the centre of the village. It is also valued by local people as an important part of the strategic gap, for its scenic beauty and its landscape value. This value was evident from the number of local residents who objected to recent planning application for change of use of the field to a rugby pitch, on the grounds of impact to wildlife, quiet recreational enjoyment and scenic qualities. Inclusion of the site as LGS is supported by the Ditchling Society and South Downs Society.
Local significance	<b>Beauty:</b> internal aesthetic qualities – as an open green space enclosed by hedges and containing several significant specimen oak trees. Also offers excellent views to the Downs.  <b>Recreation:</b> Long standing regular use by local people for walking, dog walking and quiet recreation/enjoyment of the landscape  <b>Wildlife:</b> the field contains a <b>designated chalk stream.</b> Grassland habitat. Floods regularly and supports a diverse flora.
Local in character	Yes
Not an extensive tract of land	This space is one field, enclosed by hedges on two sides and so should not be considered an extensive tract of land.
Owner comments	The owners have provided written support to designation of this space as an LGS

4.1.6 Grounds and burial ground, Old Meeting House, The Twitten

**Description**

The Twitten is a narrow ancient footpath located in the central part of the village connecting East End Lane and Lewes Road. It provides access to the Old Meeting House in front of which is an attractive open space. This provides a setting for the listed meeting house and is identified as an “important open space” contributing to the character of this part of the Conservation Area. (See again the conservation area character appraisal).

The area forms an integral part of the townscape of this quiet part of the village, offers views to the Downs and a valued amenity open space both for those living nearby and those using The Twitten as a pedestrian route between East End Lane and Lewes Road.



**Analysis against criteria**

Criteria	Fit with criteria and supporting evidence
Proximity to local community	Small green area at the heart of the village; easily accessible on foot
Demonstrably special to local community	Valued by residents as a small, quiet attractive natural space away from the busy road running through the village. Of particular value to the residents of the Twitten and to the members of the Unitarian community who use The Meeting House
Local significance	<b>Beauty and tranquillity:</b> attractive, small green space in an otherwise built up part of the village, that is enclosed and tranquil yet offers some excellent views to the Downs. Is identified as important ‘open space’ within the CA in the Character Appraisal.  <b>Historical significance:</b> Important as a historic graveyard within the village (dates to late 1600s). Also important as the setting for the Old Meeting House a grade II listed building.
Local in character	Locally important part of the fabric of the conservation area of the village
Not an extensive tract of land	Small, enclosed space and not considered to be an extensive tract of land
Owner comments	The owners have not provided comment or objection to designation of this space as an LGS

## 4.1.7 Graveyards/burial grounds

### Description

Beyond their obvious practical role in providing for burials associated with local churches, graveyards are an essential and much loved part of the fabric of the area's three villages, and are inextricably linked with their establishment and development. They are at the heart of the communities they serve in terms of their association with places of worship, but also because they are physically part of the historic cores of the villages, and provide attractive and tranquil green areas for quiet contemplation and relaxation. In the case of Ditchling, Streat and Westmeston, the churches and associated graveyards are all focal points within their respective conservation areas, with the burial grounds themselves providing an important setting for the listed structures. Most also provide important wildlife habitats.

The following individual features are noted:

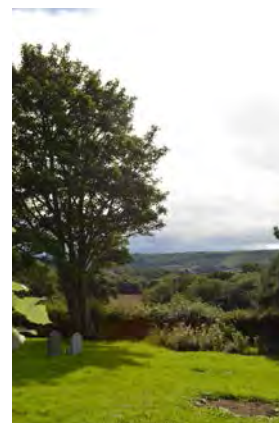
**7a Ditchling, St. Margaret's** The churchyard associated with St. Margaret's is part of an important sequence of open spaces that connects High Street/Church Lane with Lodge Lane and West Street via pedestrian routes accessing the village green, war memorial, village pond area and the museum. The church grounds themselves are in an elevated position overlooking and providing attractive views to the latter areas. They contain a variety of mature tree planting including an avenue of heavily pollarded trees creating a formal way between Church Lane and the museum. The graveyard itself is the resting place for a number of nationally prominent artists associated with the arts and crafts movement and is also notable for the species of lichen it supports.



**7b Ditchling Burial Ground, Lewes Road** The burial ground lies on the eastern side of the main recreation ground on Lewes Road from which it is accessed via a dedicated route comprising a long avenue traversing a linear open area of formal appearance. This runs through to the main part of the burial ground itself which is located discreetly to the rear providing a tranquil setting. The sense of privacy is enhanced by well established vegetation along the main boundaries.



**7c Streat Church** The graveyard associated with Streat Church is in two parts. The first comprises grounds enclosed by a flint wall within which the building stands adjoins Streat Place. The second is located just to the south of the right of way and is a rectangular open space enclosed by natural vegetation containing a memorial cross together with seating area and gravestones. Both parts are located within Streat Conservation Area on the southern edge of the hamlet in a commanding position at the top of the ridge overlooking the Downs. This is an especially attractive location affording fine views, and the portion to the south has a particularly important role to play in facilitating views towards the scarp slope of the Downs.



**7d Westmeston, St. Martin's** Like Streat, the graveyard is divided into two parts, in this case straddling the B2116 Lewes Road, both of which also fall within the conservation area. The first comprises the grounds within which St Martin's Church is set, and which are enclosed along the road frontage by a low flint wall with the grounds of the Old Rectory to the rear. The second is an attractive rectangular open area contained by vegetation including a tall hedge and wide, planted verge on the Lewes Road frontage. There is also mature tree planting within the confines of this part of the graveyard. St. Martin's Churchyard is identified as a SSSI as highlighted in the draft Conservation Area Appraisal, parts being managed in conjunction with English Nature.



*Ditchling Streat & Westmeston Neighbourhood Development Plan*  
**Analysis against criteria**

<b>Criteria</b>	<b>Fit with criteria and supporting evidence</b>
Proximity to local community	All noted graveyards are within their respective settlements and are thus within their local communities.
Demonstrably special to local community	All these graveyards are demonstrably special to local people – containing as they do the memorials to family members and friends. They are also all attractive local spaces and important to residents as part of the visual and historic fabric of the villages.
Local significance	<p><b>Beauty:</b> The three church graveyards provide an important visual setting for the historic church buildings. They are also attractive enclosed spaces in their own right. The Ditchling burial ground on Lewes Road, whilst detached from the church, is an attractive space that forms part of the wider green space in and around the recreation ground.</p> <p><b>Historical significance:</b> all are of local historical significance, with those in and around the churches dating back many centuries.</p> <p><b>Wildlife value:</b> given their natural qualities, the churchyards are small pockets of potentially valuable habitat. Westmeston churchyard contains a wildlife area, which is specifically managed to support wild flowers and associated species.</p>
Local in character	Important local green spaces that provide the setting for the historic churches and are of local value as quiet, scenic places at the heart of the settlements.
Not an extensive tract of land	Small enclosed areas of land and not considered an extensive tract of land.
Owner comments	The owners have not provided comment or objection to designation of this space as an LGS



4.1.8 Jointer Copse, Beacon Road

**Description**

This small fragment of ancient woodland is located close to the southern boundary of Ditchling village. In a relatively un-wooded part of the parish, this piece of woodland is of ecological and historic importance and its survival is thought to indicate its possible historic significance to the village as a former source of wood for fuel and building materials. Recent work has been carried out by the SDNPA to restore the woodland to regular coppice management. Mention of the wood is included in the Sussex Historic Landscape Characterisation Report.<sup>31</sup>



**Analysis against criteria**

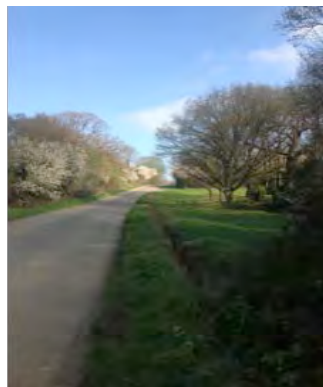
Criteria	Fit with criteria and supporting evidence
Proximity to local community	Jointer copse is located just to the south of the settlement boundary for Ditchling village and is thus in close proximity to the village residents, particularly those living in the south of the village.
Demonstrably special to local community	This is a well known and valued fragment of ancient woodland in the area that provides an important local refuge for woodland biodiversity and creates a woodland edge along the Beacon Road and adjacent bridleways
Local significance	<p><b>Beauty and tranquillity:</b> an attractive, diverse area of ancient woodland that provides a peaceful woodland landscape for walkers along adjacent bridleways. Its edge, along Beacon Road, also provides a wooded element to this road as it leaves the village – and before it reaches the foot of the Downs escarpment..</p> <p><b>Historic significance:</b> This is a rare survival of ancient woodland in this part of the parish and this is thought to relate to the historic role of this wood as a source of fuel wood and building materials for the settlement.</p> <p><b>Wildlife richness.</b> Ancient woodland is a priority habitat and it supports a rich flora and fauna. Given the scarcity of ancient woodland in this area, this fragment is of great importance as an important refuge for woodland species. It is currently managed in association with the SDNPA to protect and enhance its biodiversity value.</p> <p><b>Recreation value:</b> There is no formal public access to the woodland along two frequently used bridleways run alongside its east and south edges and so it does provide an attractive woodland setting for these routes.</p>
Local character	Yes.
Not an extensive tract of land	This is a relatively small fragment of ancient woodland and should not be considered an extensive tract of land
Owner comments	The owners have provided written support to designation of this space as an LGS

<sup>31</sup> ibid

### 4.1.9 Streat Lane, common land green corridor

#### Description

This corridor of green space is made up of a network of linked areas of registered common land bordering the east and west sides of Streat Lane and extends to the north and south of the railway bridge. It is made up of pockets of grassland, scrub (mainly blackthorn) and native trees which are rich in flora and fauna and make an important contribution to the quiet tranquility and beauty of this ancient rural lane. Historically, these pockets of land can be regarded as 'lineal greens' and are thought to have survived the enclosure of land in Sussex in the 1500s, 1600s and 18th century. They are used by local people for walking and horse-riding and are an integral part of the northern section of Streat located along Streat Lane. The green spaces are vulnerable to cumulative impacts of garden extension and residential development/extension which would reduce the integrity and extent of the historic corridor.



#### Analysis against criteria

Criteria	Fit with criteria and supporting evidence
Proximity to local community	The land has a boundary with twelve houses, nearly one fifth of all the houses in the village and adjoins, and is immediately visible to everyone using Streat Lane.
Demonstrably special	Residents of about two thirds of the properties in Streat have specifically responded to a questionnaire to confirm that the registered Common Land in Streat is special to the community and regarded as a heritage asset which should be designated as a Local Green Space and receive maximum protection against future development.
Local significance	<p><b>Beauty:</b> Adjoining Streat Lane, the broad areas of grassland, rich in flora and native trees, and the blackthorn scrub, particularly vibrant with blossom in the spring, are an integral part of the beauty of this ancient rural byeway.</p> <p><b>Tranquility.</b> Although abutting Streat Lane, which is single track for much of its length, motor traffic is very modest, and the lane is widely used by walkers, horse riders and cyclists, the Common Land is a perfect setting to the peaceful ambiance of this feudal hamlet.</p> <p><b>Historic:</b> Historically Streat was known as “The Hundred of Streat in the Rape of Lewes”, a description predating the Norman Conquest. It is mentioned in The Domesday Book, authoritative comment on which refers to the widespread use of common land for grazing. Maps from the 18<sup>th</sup> century clearly show Streat’s registered Common Land as common land at that time. Today such land consists of the only surviving linear greens which retain their archaic grassland vegetation in the middle Sussex Low Weald, between the Adur and the Ouse.</p> <p><b>Wildlife:</b> This corridor is rich in flora and is also noted for a variety of butterflies, glow worms and nightingales.</p>
Local character	Yes: a unique part of the middle Low Weald scene.
Not an extensive tract of land	The site is divided into two sections by the railway line, the southern section extending 450m from the bridge, and the northern section 750m, and no more than 50m wide at any point. The corridor does not constitute an extensive tract of land.
Owner comments	All who it was considered might have an interest in the land were consulted. All who responded (a substantial majority) were in favour: none consulted were against.



#### **4.2.3 St Margaret's Church of England primary school, playing field (to the rear)**

This space comprises a relatively compact area used for play and sporting use forming part of St. Margaret's Primary School which is located on the northern side of Lewes Road in Ditchling. It is positioned to the rear of the existing main school building and is enclosed by established residential development on the remaining three sides. While this means that it is largely concealed from public view and general access to the wider public is not available, it is an important green "lung" within the established built up area, and has a particular recreational value associated with serving an important educational facility located at the heart of the community it serves.

#### **4.2.4. Boddington's Lane community orchard**

This relatively small area is located on the southern side of Boddingtons Lane, a well used pedestrian route linking Lodge Hill Lane to the High Street/North End. It is the product of a recent community initiative to establish an area of orchard planting for use and enjoyment by the local population, and as such also provides an attractive and tranquil area of informal open space in this quiet part of the village.

#### **4.2.5 Long Park Corner green space and play area**

This is a area of linked amenity open spaces located in the southern part of Ditchling within the established residential area at Long Park Corner, where the northern part of this road joins Beacon Road. It comprises three distinct parts. First, there is a small rectangular area of open space enclosed on three sides by bungalows with some recent landscaping and seating area. Next to this is a fenced children's play area with equipment maintained by Lewes District Council, and an area of unenclosed informal open space extending to Lewes Road. This combination of open spaces is clearly highly accessible to those residing in this part of the village, and provides a valued and well used opportunity for recreational activity and a welcome open area within a relatively high density established housing development.

#### **4.2.6. Church Corner, Westmeston**

This green space sits at the heart of the historic settlement of Westmeston, opposite the church on the corner of the B2116. It is an open area consisting of two verges divided by the entrance to Underhill Lane. One part is adjacent to the separate graveyard on the Downs side of the road. This is partly wooded and provides occasional parking during church services, and a timber bench provides a tranquil place for resting walkers. A little to the west, the other part sits on the wedge of bank between Underhill Lane and Lewes Road. This is mainly grass with a small hard-standing for car parking, and the site of an ancient well, marked by oak railings. A Sarsen stone placed there by a local resident is an item of interest. The parish council notice board is located near the hedge and the renovated George VI ex-GPO telephone box has a prominent position near the traditional oak 3-direction finger post. The phone box has been adopted and - +centre. A memorial oak bench is sited on the bank. It is a focal point of the settlement which is in frequent use by local people and is a "picture postcard" visual reminder of bygone days. Volunteers and the parish council maintain the area.



### 4.3. Green Infrastructure

Green Infrastructure is a generic term to describe the multi-functional network of natural and semi-natural features within and between villages, towns and cities. Green Infrastructure features can range in scale, from street trees, green roofs and private gardens through to parks, rivers and woodlands. (UK Green Building Council 2015). Protection and enhancement of Green Infrastructure is a key approach within national environmental policy and its protection within local and neighbourhood plans is recognised best practice (TCPA and Wildlife Trusts 2012).

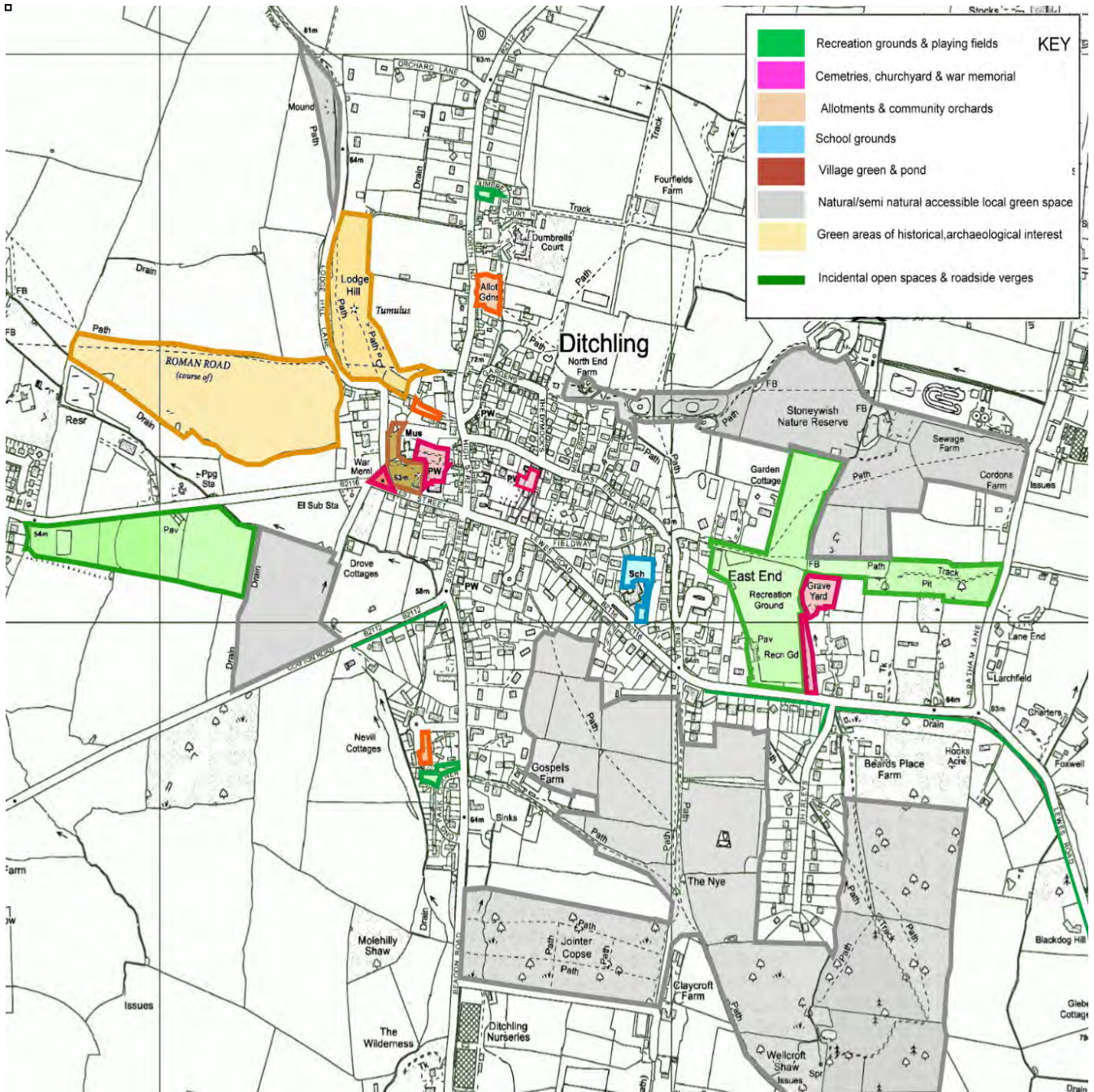


Figure 3.6/8: Green infrastructure: Ditchling village & Westmeston verge

The areas of Local Green Space and Community Open Space listed above are important green infrastructure assets within the parishes. These, along with other notable green infrastructure assets both in the settlements and wider countryside, combine to create the green infrastructure network within the parishes. The remainder of this section identifies the main categories of green infrastructure to be found within the parishes and lists and maps the notable examples.

4.3.1 Green Infrastructure within Ditchling village

The village of Ditchling, being the largest settlement, contains a variety of types of green infrastructure. This varies from formal spaces for recreation (such as playing fields) to more natural areas found within and adjacent to the settlement boundary. Table 1 below lists the categories of Green Infrastructure found within the village of Ditchling. These are mapped in .

Category	Site Name/Location
Recreation Grounds and Playing Fields	Ditching Recreation Ground Keymer Road Recreation Ground (St James and Montifore CC)
Cemeteries, churchyards and war memorials	St Margaret's Churchyard, Ditchling Ditchling Lewes Road Burial Ground Burial Ground and grounds, Old Meeting House, Ditchling
Allotments and Community Orchards	2 allotments in Ditchling (North End, Long park Corner) Boddingtons Lane Community Orchard
School Grounds	St Margaret's Church of England Primary School – playing field
Village Green and Pond	Village Green, Pond and war memorial
Green areas of archaeological/historical interest	Lodge Hill Footpath along the Roman Road route to the west of Ditchling and bordering land giving views to Downs beyond
Open areas supporting setting of the conservation area	Field to the north of Clayton Road (within the boundary of the Conservation Area)
Accessible natural green space (fields, woodlands etc)	West Mead (to the south of The Drove way) Stoneywish Private Nature Reserve The Nye Lane – fields and woodland extending south to Underhill Lane and east beyond Shirleys Jointer Copse Lodge Hill – land to the west of Lodge Hill Lane along the footpath to Oldland Mill.
Incidental open spaces and roadside verges	Wide verges along Lewes Road (from Jubilee Pathway to the Nye Lane) Wide verges along Shirleys Wider Verges along Clayton Road Green amenity space and play area (Long Park Corner) Green space and small pond, Corner of Dumbrell's Court Road
Veteran and landmark trees/tree groups	See map (Figure 3.6/7)
Streams/ water bodies	Chalk streams, other streams and ponds – as mapped in Figure 3.6/4 (components of local ecological networks)

Table 1. Green Infrastructure within Ditchling Village.



Figure 3.6/9: Tree Groups

### 4.3.2 Green Infrastructure outside settlements

In the wider parishes, outside the settlement of Ditchling, the green infrastructure is made up of habitats, designated access land, designated wildlife sites, accessible green spaces, woodland, hedges, trees, streams and ponds. The notable assets within each of these categories are listed in Table 3 below and their location is identified in Figure 3.6/5. These are examples of green spaces of a good size, usually accessible and valued for landscape value, historic interest and recreational value.

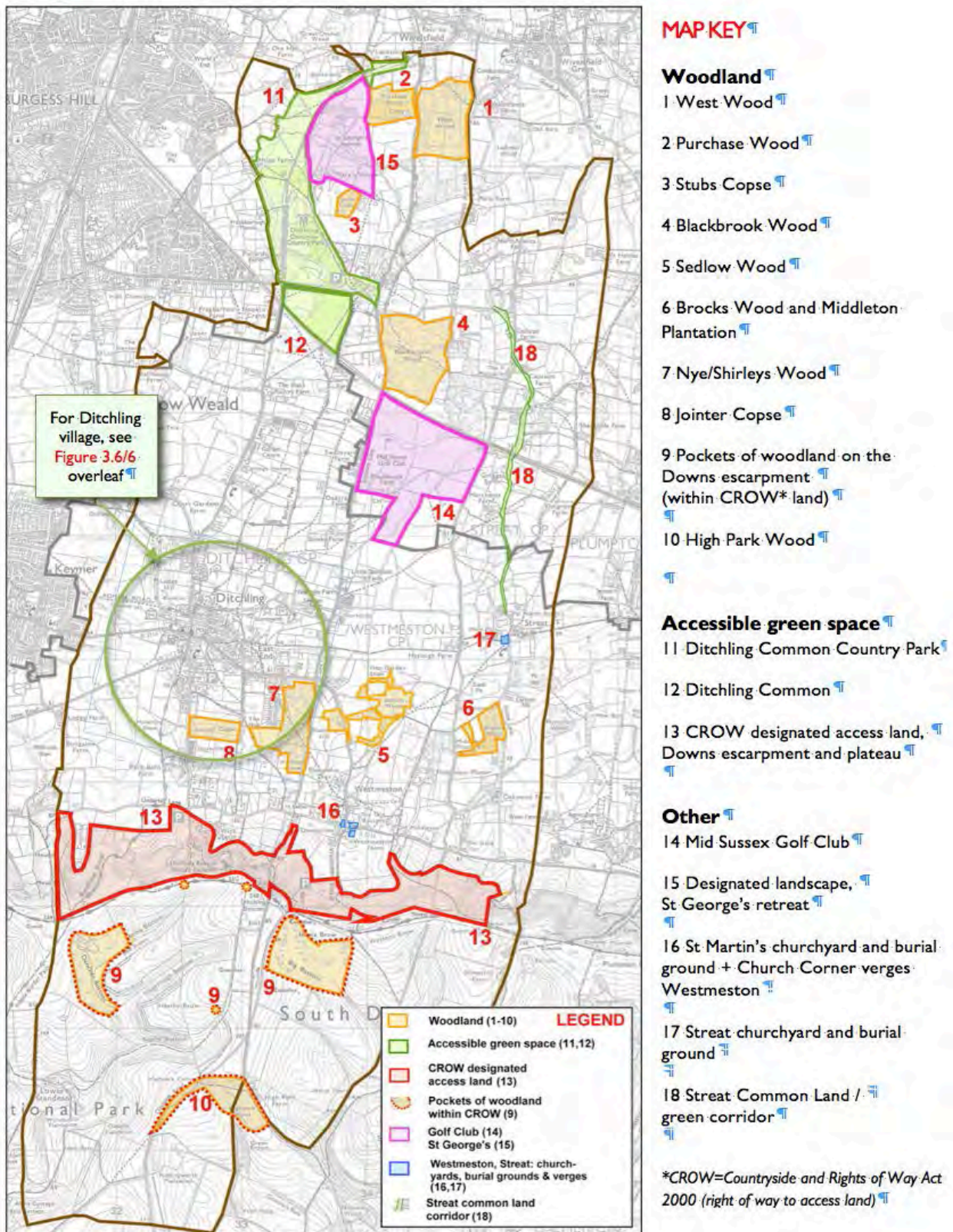


Figure 3.6/10 Green infrastructure, the three parishes

**Figure 3.6.4** (the map of components of ecological networks in the Parishes) should also be referenced for the location of smaller areas of woodland, chalk grassland, water courses and other habitat types not included as ‘notable’ areas but still important as part of the green infrastructure network.

Note: there is no digital dataset for hedgerows and trees in the wider countryside of the parishes and so these have not been mapped but must be considered green infrastructure for the purposes of this plan.

Many of the above areas are linked by the extensive network of rights of way that run through the parishes. Many of these rights of way are themselves green corridors – lined by hedges and providing access through the countryside. They are thus also important elements of the green infrastructure network of the parishes.

<b>Category</b>	<b>Site Name/Location</b>
Country Park	Ditchling Common Country Park. A large area of accessible grassland, woodland and pond to the north of Ditchling Parish
Accessible natural green space	Ditchling Common. Area outside the Country Park to the south of Folders Lane East
Designated Access Land (CRoW) <sup>32</sup>	Land along the Downs escarpment and on the plateau
Designated Wildlife Sites	Ditchling Common SSSI (much of which lies within Ditchling Common Country Park and Ditchling Common) Part of Clayton to Offham SSSI – located on the Downs escarpment. Much of this is designated as CRoW Access land 9 local wildlife sites (Sites of Nature Conservation Interest) – shown on Figure * Priority habitats: ancient woodland, lowland chalk grassland, chalk streams – shown on Figure *
Accessible Woodland	Areas of accessible woodland, mostly to the north of the parishes. Notable areas include: Purchase Wood (Ditchling Parish – and a SNCI) West Wood (Westmeston Parish) Blackbrook Wood (Westmeston Parish – and a SNCI) Sedlow Wood (Westmeston Parish – and a SNCI) Jointer Copse (Ditchling Parish) Woodland planting to the east and south of Shirleys pockets of accessible woodland on the Downs escarpment (within the SSSI) small area of accessible woodland within the Stanmer Park estate (to the very south of Ditchling Parish)
Mid Sussex Golf Club	18 hole golf course located along Spatham Lane
Historic green corridor	Streat Lane corridor of common land and verges – as mapped on <b>Fig 3.6/5</b> . A linear complex of green spaces along Streat Lane that have historic, landscape and wildlife value (proposed LGS)
Streams and water bodies	No extensive areas of open water within the parishes but a network of important chalk streams and small ponds – as mapped in Figure *.
Hedges and individual trees	To the north of the Downs escarpment the parishes are characterised by wooded lanes and enclosed agricultural land. Hedges and field boundary trees are prevalent and make an important contribution to landscape quality and ecological function. Hedge and tree data has not yet been collated for the parishes by the Biological Records Centre and so this has not been mapped. However, hedges, field boundary trees, notable individual tree specimens and tree groups within the parishes should be considered green infrastructure.

**Table 3 Green Infrastructure in wider parishes**

<sup>32</sup> Countryside and Rights of Way Act (CRoW)



Ditchling Street & Westmeston Neighbourhood Development Plan  
 4.3.3 Green Infrastructure within the hamlets of Streat and Westmeston

Green Infrastructure within the hamlets of Streat and Westmeston includes:

Category	Site Name/Location
Churchyards and Burial Grounds	Streat Churchyard and Burial Ground St Martins, Westmeston – churchyard and burial ground (the churchyard is also a local wildlife site (SNCI))
Amenity green space/verge	Church Corner, verges and seating area with Sarsen stone (Westmeston)
Green Corridor	Corridor of common land, wider verges, hedges along Streat Lane. Of historic, amenity, landscape and recreational value.

Table 2: Green Infrastructure within the hamlets of Streat and Westmeston

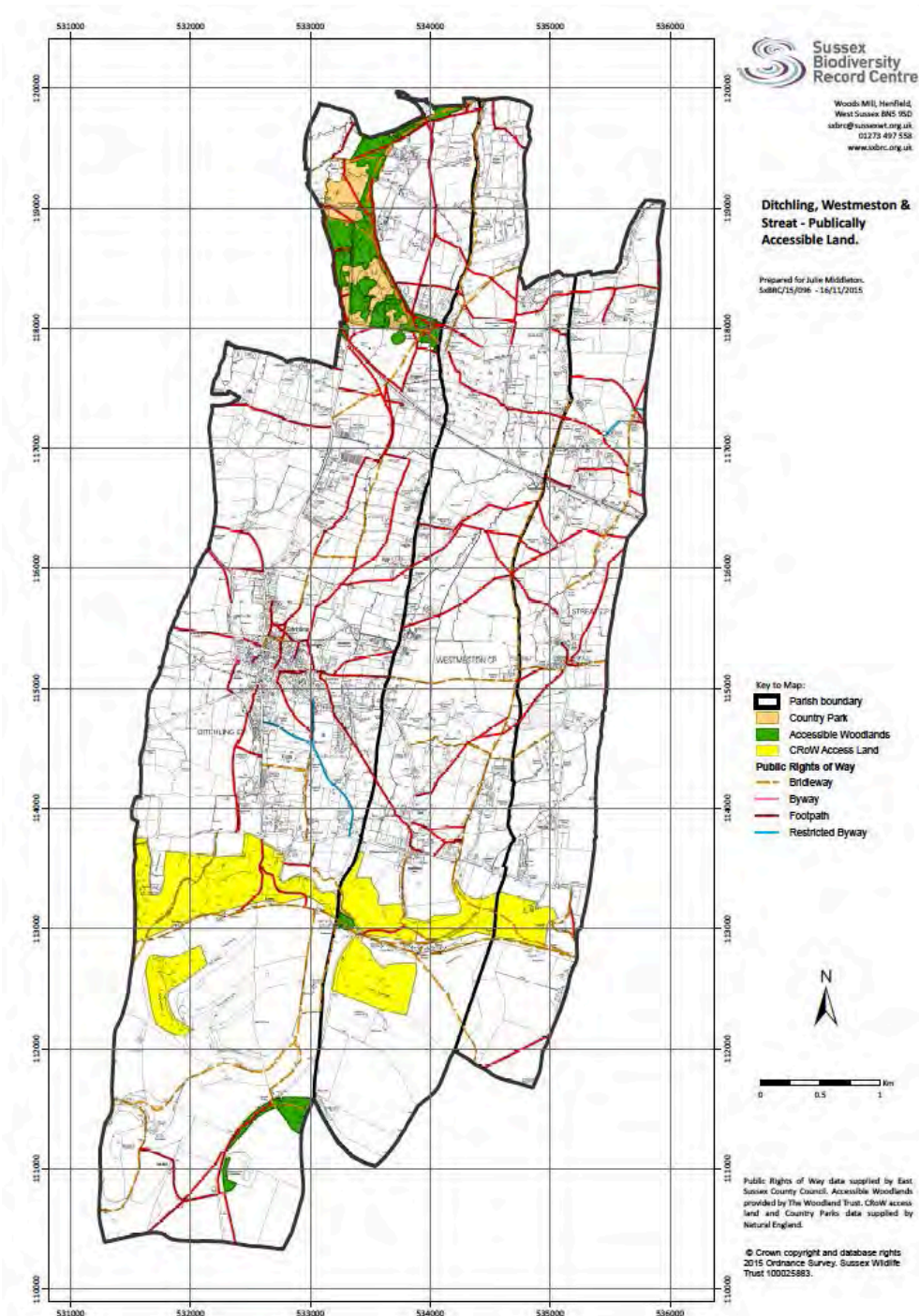


Figure 3.6/1 I: Public Rights of Way and accessible land

## 5 Demographic, social & economic statistics

### Consultation statement: Ditchling demographics

Sources: Action in rural Sussex<sup>33</sup>  
ESIF (East Sussex in Figures)<sup>34</sup>



### 5.1 Extract from screening opinion submission prepared in 02/06/14 :

#### 4. What is the proximity of national and local level designations for both nature conservation and cultural heritage? If these can be mapped out to a ten mile radius or so this would be helpful.

*Within the area covered by the plan there are the following designations for nature conservation:*

- \* The South Downs National Park
- \* 157 Acres of Ditchling Common Country Park (grid Ref: TQ335183) owned and managed by ESCC = Site of Special Scientific Interest
- \* 21 Acres of Tenantry Down = Leased by Ditchling Common and Tenantry Down Ltd to the Sussex Wildlife Trust. The current lease expires 2018
- \* 5 x Sites of Nature Conservation Interest/Importance (SNCI) = Ditchling Common Meadow;
- \* Purchase Wood; St George's Retreat; Streat; Westmeston St Martin's Churchyard
- \* Ditchling Common Registered under the Commons Registration Act
- \* Lodge Hill owned by the Turner-Dumbrell Foundation with charitable status

*Our neighbourhood plan will promote policies consistent with the protection of nature conservation sites. It will not contemplate any development within such designated areas or which might otherwise adversely impact upon them. Also it will only support development consistent with the purposes of the National Park.*

*Within the area covered by the plan are the following designations for cultural and/or nature conservation:*

- \* 4 x Conservation Areas in the parishes of Ditchling (x 2), Streat and Westmeston
- \* 1 x Article 4 Area within the Ditchling Conservation Area
- \* Listed Buildings in all three parishes including 2 x Grade 1, 4 x Grade 2\* & 96 x Grade 2
- \* Scheduled Monuments and 'Historic Environment Records' in all three parishes including 2 x Westmeston Parish Archaeological Areas of Interest
- \* 1 x Scheduled Ancient Monument (Ditchling Beacon – although not wholly within)
- \* A Roman road runs east/west north of the High Street

*Our policies will respect the cultural and built heritage of our parishes. We will not frame any development policies that are inappropriate in scale and style to this heritage; or that destroy this cultural heritage or intrude inappropriately on its curtilage; or that are detrimental to conserving its aesthetic or historical integrity.*

<sup>33</sup> <https://www.ruralsussex.org.uk/>

<sup>34</sup> <http://www.eastsussexinfigures.org.uk/webview/welcome.html>

**5. What are the key social issues? Is school/commuter traffic a key issue or shortage of affordable housing and how is the plan likely to address these issues?**

The key social issues which will influence the development of our plan and/or our duty to cooperate with neighbouring settlements are:

\* The massive volume of through-traffic using the B2112 and Spatham Lane generated from Burgess Hill and Haywards Heath outside the plan area. The unattractive environment this causes has very serious implications for the social and economic sustainability of the plan area and the safety of residents. It has resulted in the erosion of key shops and facilities. The ability of Ditchling village to fulfil its role as a 'Service Centre' for Ditchling residents, as defined in the draft Joint Core Strategy, is already severely curtailed. Historically Streat and Westmeston residents have relied heavily on Ditchling village to provide many of the basic shops and social services unavailable to them in their more rural locations. They are increasingly having further to go to obtain them. The traffic issue also results in an inability to gain economic benefit from visitors to the National Park which would in turn help to sustain the essential shops and facilities needed by the residents of the plan area. National Park visitors are deterred from visiting the area and likewise the National Park Authority gains little benefit from having an historic Downland village at the gateway to the park. The problem is exacerbated by the chronic lack of off-street parking facilities.

\* The poor Broadband connectivity, which risks business and economic development. This is particularly critical to our plan area because of the high population of people working from home.

\* The shortage of affordable housing which results in many, particularly young, key workers in the plan area having to live outside the area and with little prospect for those growing up in the area to stay within it.

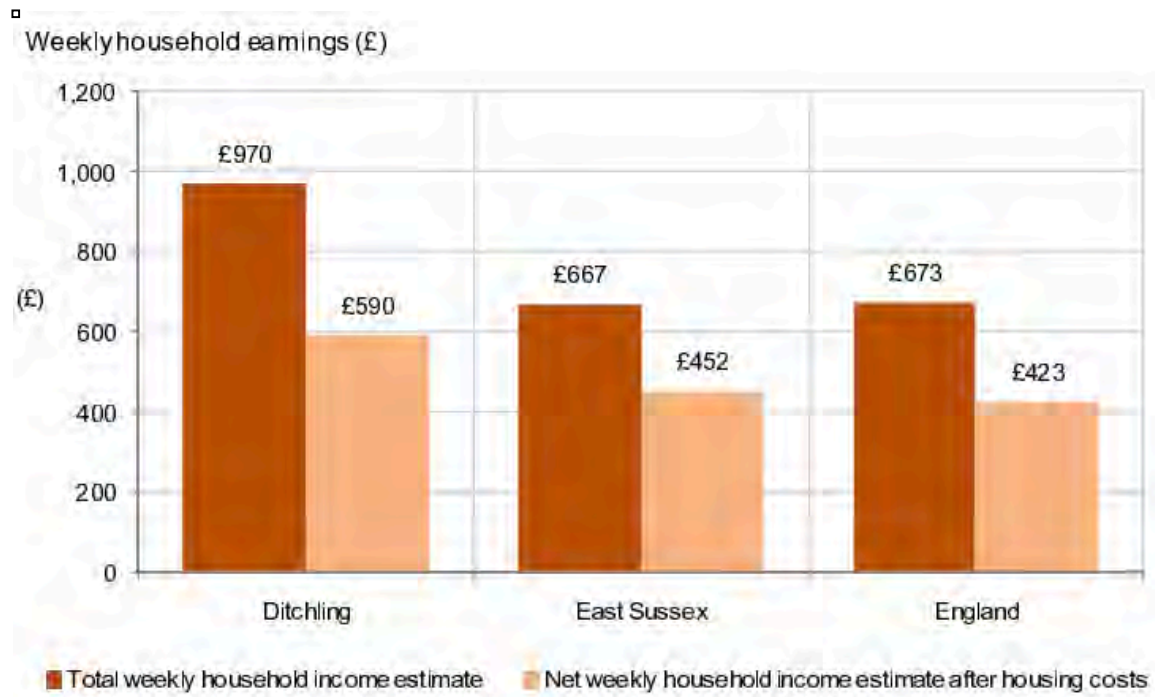
Based on 2009 data the median purchase price for a detached house in Ditchling Parish was c £490K compared with c £290K England and c £280K East Sussex. For a semi-detached it was c £275K compared with c £200K England and c £175K East Sussex. Based on 2011 data, 5% of houses in Ditchling were Council Tax Band H compared with 2.5% East Sussex, 0.5% England; 27.3% Band G compared with 5.2% East Sussex, 3.5% England; 27.3% Band F compared with 6.9% East Sussex, 3.5% England. Comparative figures are similar for Streat and Westmeston.

\* The primary school, St Margaret's, which serves the parishes of Ditchling, Streat and Westmeston is currently at full capacity at the lower age range. There is already a temporary additional class occupying a temporary building for this age range and some children are already having to be taxied to schools outside the area. The situation eases at the higher age range because of the numbers transferring to private schools. If the plan confirms the need for additional affordable housing, primarily to accommodate young families unable to afford to purchase, the pressure on school places at the younger age range will intensify.

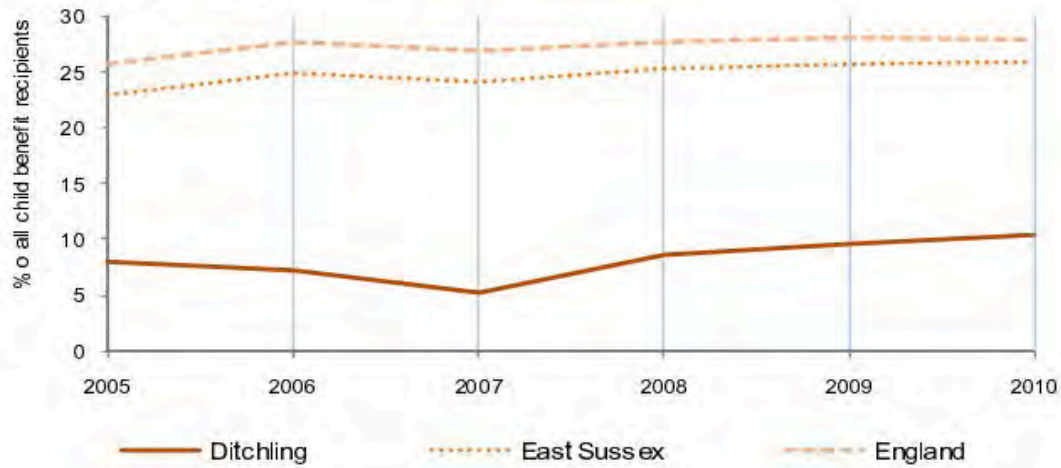
\* Employment opportunities for young people in the neighbourhood plan area are severely constrained because of the extreme cost of private house purchase and the lack of affordable, rentable, accommodation. A young person living outside the area and wishing to work in the area is dependent either on public transport or private car to get to work. The public transport service is infrequent and not suited to working hours. Likewise young people still living in their parents' homes in the area and working outside it experience similar difficulties.

\* The demographics of the area portray a distinctly older and more dependent population than the average. Based on 2011 data 26.3% of all people were living with 'limiting long term illness' in Ditchling Parish, exceeding the East Sussex average (20.3%) and England (17.6%). Infrequent public transport services, combined with the deterioration in 'service centre' facilities in Ditchling village severely limits the independence of this sector of the population. Comparable figures for Streat and Westmeston parishes are lower. The neighbourhood plan will seek to sustain and grow the facilities and services available within the plan area for an older population of residents.

The graphical analyses of Ditchling that follow are abstracted from the 'Action in Rural Sussex' data set (2010/11 unless otherwise stated)

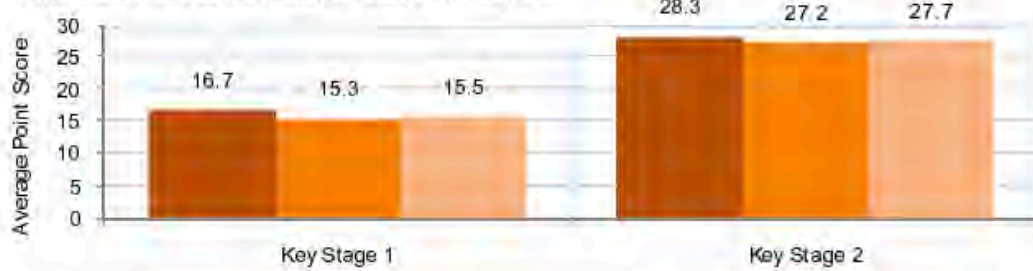


Children living in lone parent families



(Children in 'out of work' households exhibits similar profile)

Pupil attainment at Key Stage 1 and Key Stage 2



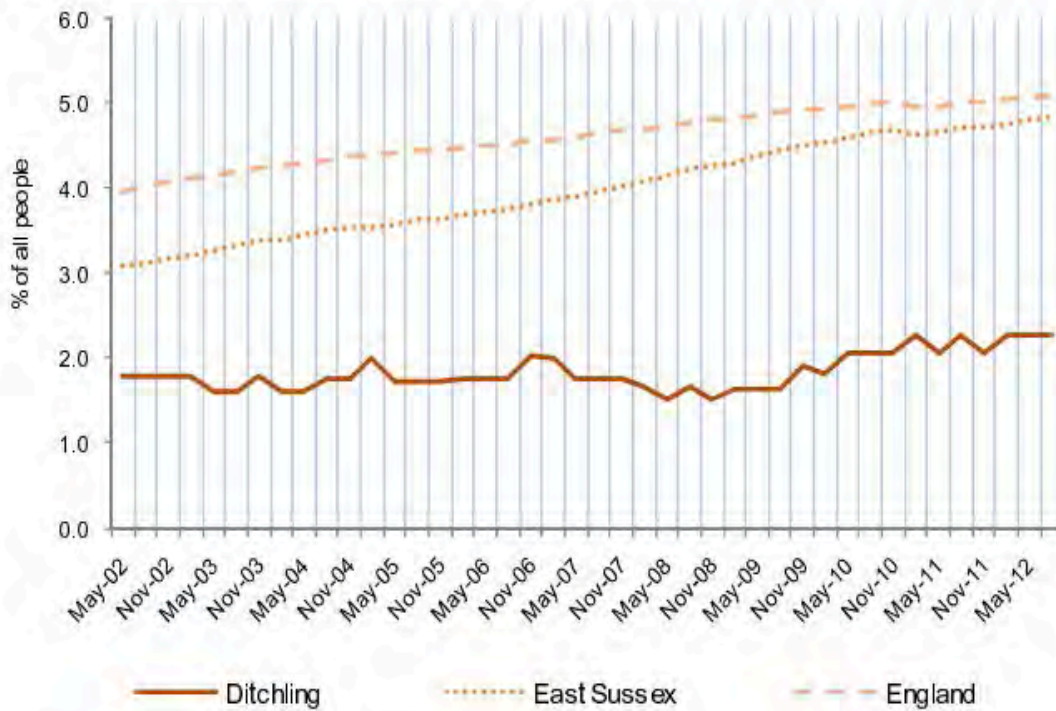
KS1 Average Point Score per pupil is made up from the Reading, Writing, Mathematics and Science point scores where score of 27=level 4, 21=level 3, 15=level 2 (the expected level), 9=level 1, 3=below level 1. KS2 Average Point Score per pupil is made up from the Reading, Writing, Mathematics and Science point scores where score of 33=level 5, 27=level 4 (the expected level), 21=level 3, 15=level 2.

Ditchling East Sussex England

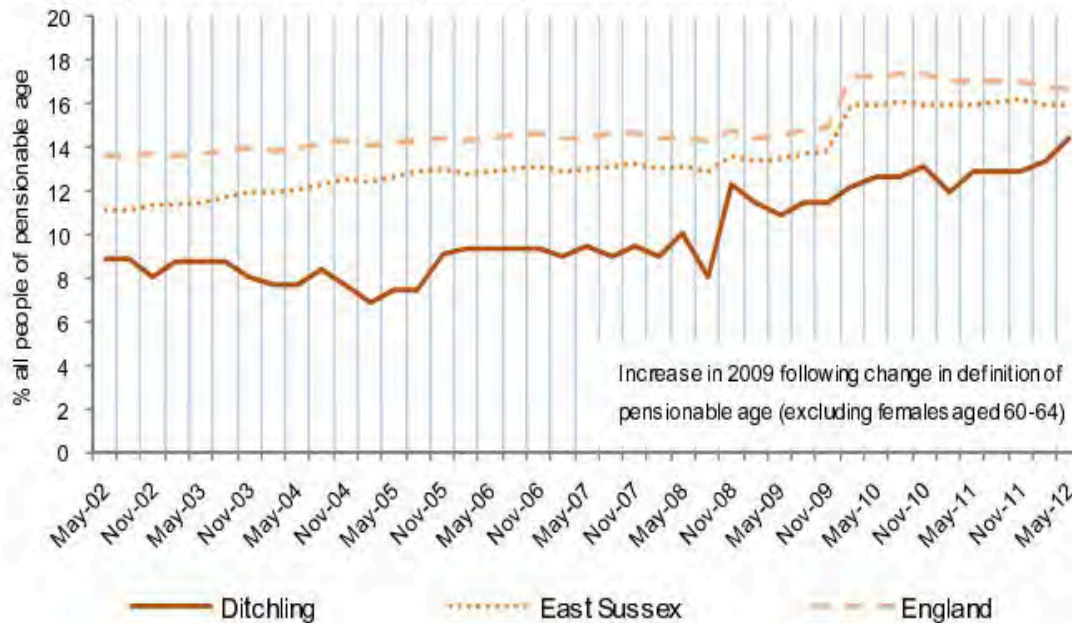
## 5.7 Health and disability

No of people in health deprivation	0	
People 16-64 with limiting long term illness	9.1%	(Eng 12.8%)
Attendance allowance claimants 65+	14.4%	(Eng 16.7%)
Disability living allowance claimants	2.3%	(Eng 5.1%)

Adults with a disability (receiving Disability Living Allowance)



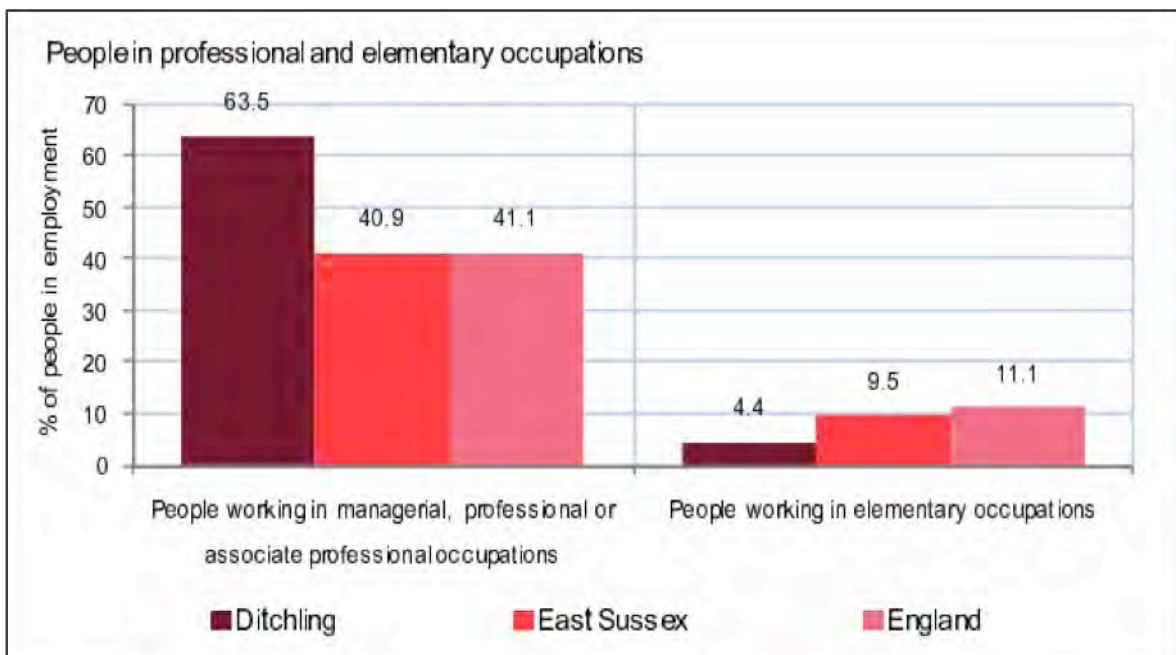
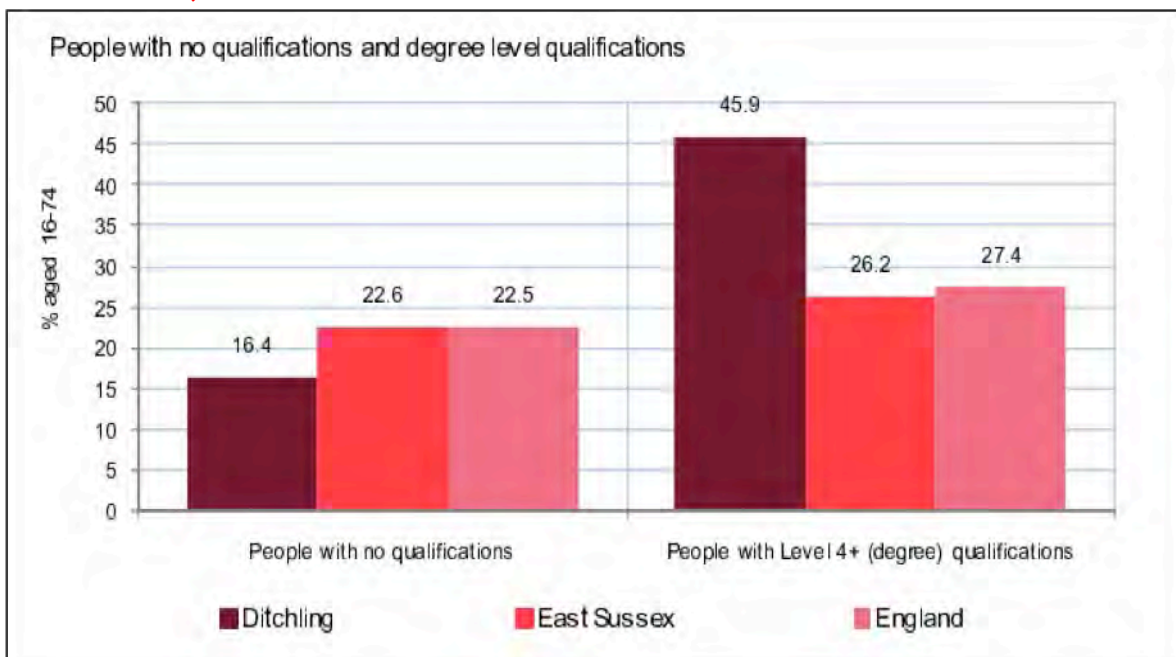
Older people with social care needs (receiving Attendance Allowance)



## 5.8 People in employment

Economically active residents	64 %	(Eng 70%)
Economically inactive residents	36%	(Eng 30%)
Full time employees	26%	(Eng 39%)
Part time employees	13%	(Eng 14%)
Self employed	21%	(Eng 10%)
Working 49+ hrs/wk	19%	(Eng 13%)
Working from home	10%	(Eng 4%)
Public sector employees	27%	(Eng 28%)
Job seekers claimants	0.6%	(Eng 3.8%)
Ditto>12 months	0%	(Eng 1%)
Employment support allowance	3.4%	(Eng 6.1%)

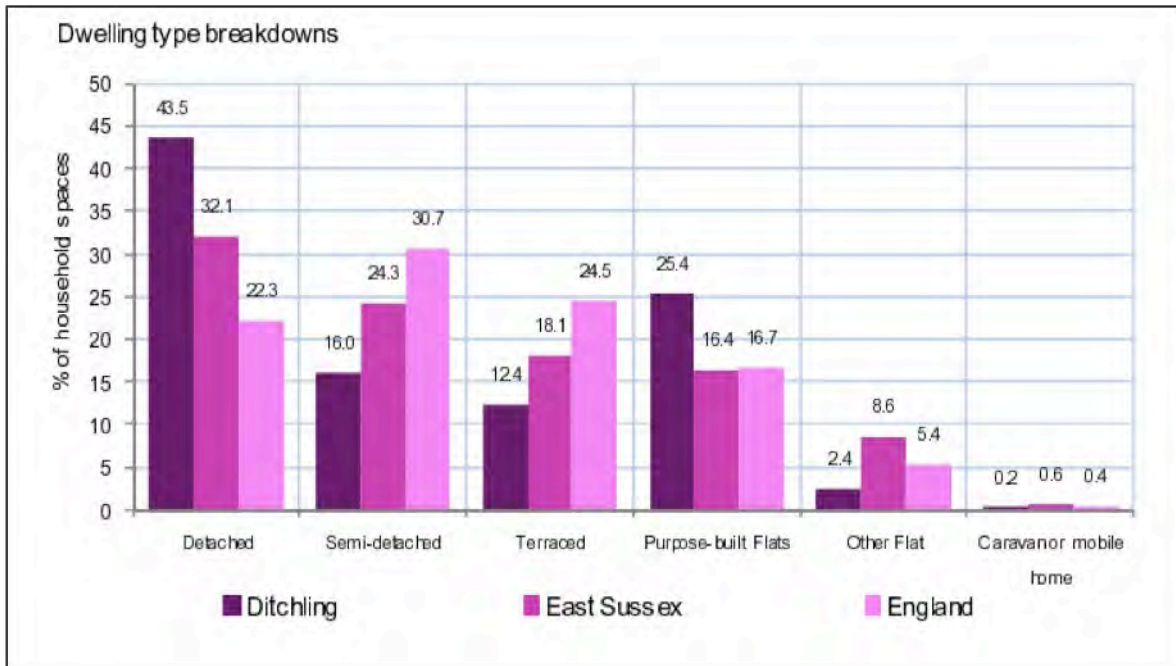
## 5.9 Skill and job levels



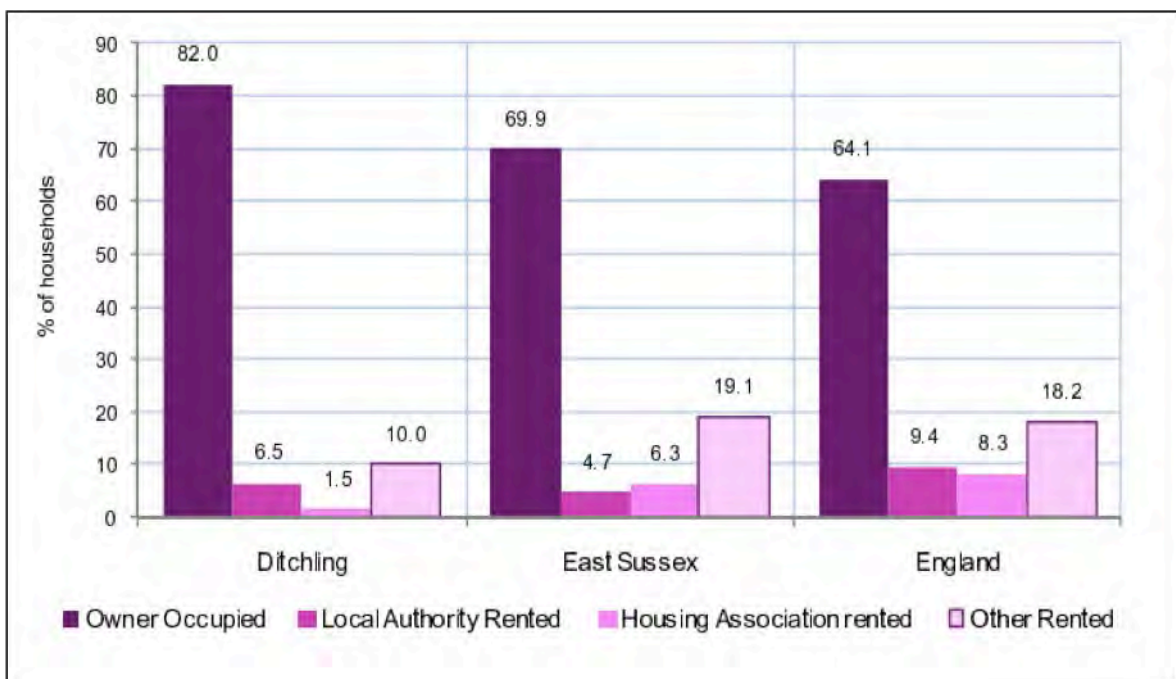
## 5.10 Housing

### Numbers

Detached houses	435
Semi-detached houses	160
Terraced houses	124
Purpose built flats	254
Flats other	24
Caravan + other temp accomm	2



### Tenure





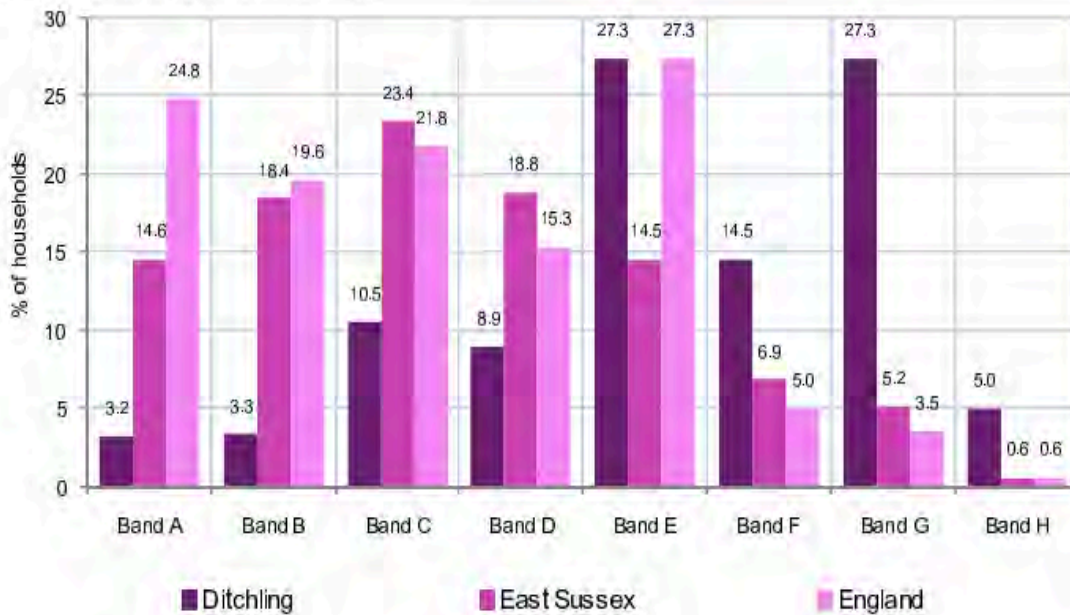
**Affordability**

Affordability ratio <sup>35</sup>	24.2 %	(Eng 15%)
Dwellings in Band A	3.2 %	(Eng 25%)
Ditto Band B	3.3 %	(Eng 20%)
Ditto Band C	10.5%	(Eng 21.8%)

Median house prices		
Detached	£490k	(Eng £320k)
Semi-detached	£275k	(Eng £211k)
Terraced	£225k	(Eng £175k)
Flats	£370k	(Eng £131k)

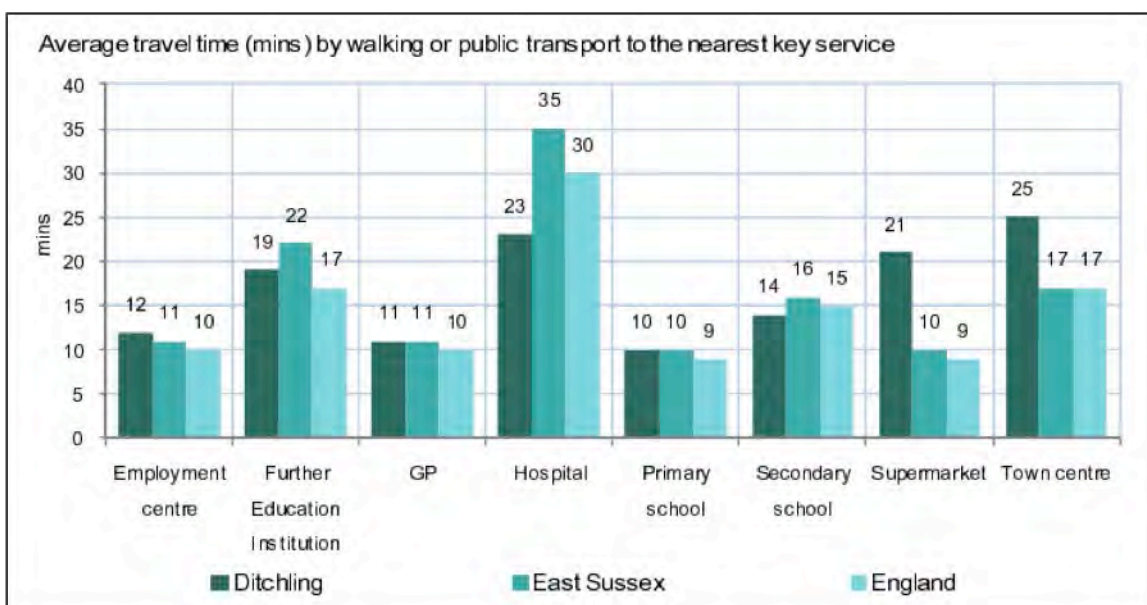
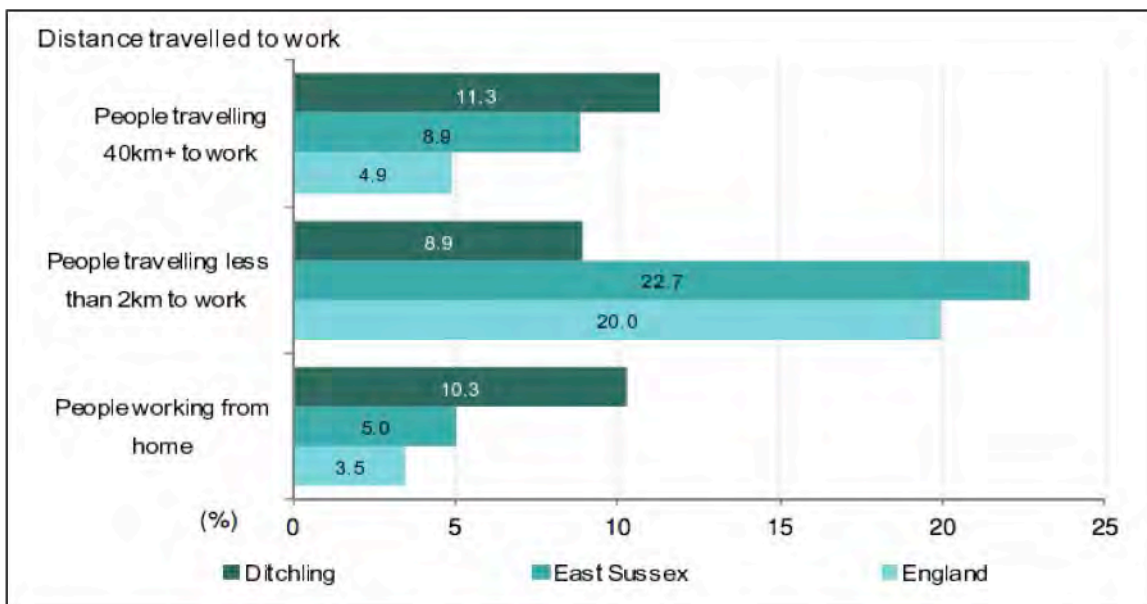
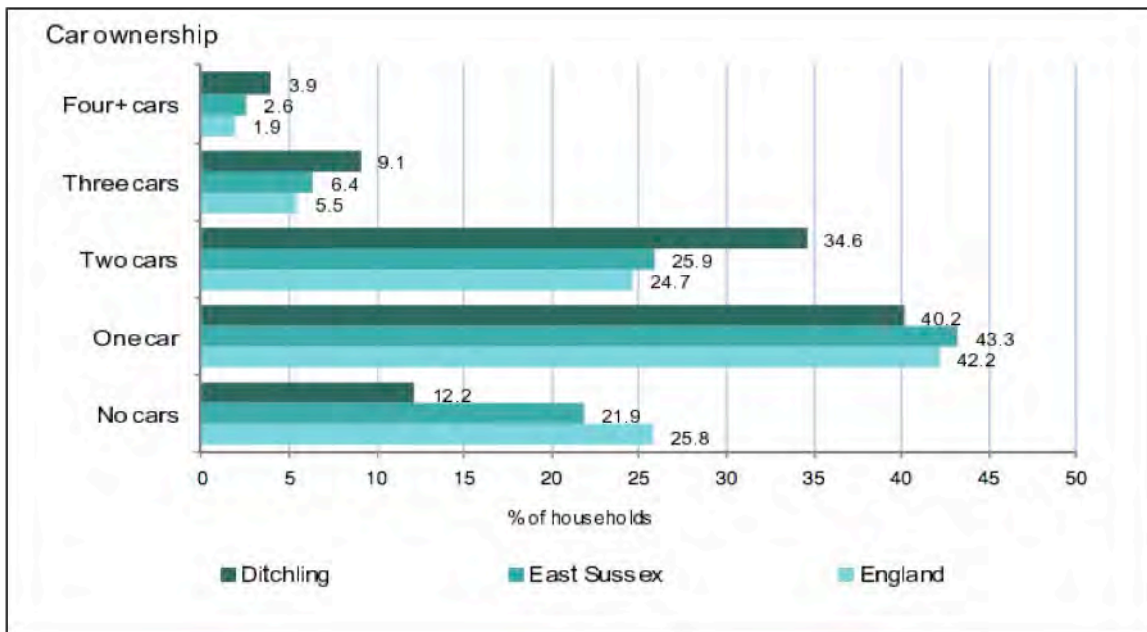
□

Dwelling stock by council tax band



<sup>35</sup> median house prices as ratio of median incomes

## 5.11 Transport



### 5.12 Services (community sustainability)

