

HENFIELD PARISH DESIGN STATEMENT

CONSULTATION STATEMENT

This statement has been prepared by Henfield Parish Council and Henfield Community Partnership Ltd in accordance with Regulation 17 and Regulation 18 (4) of the Town and Country Planning (Local Development) (England) Regulations 2004.

Background and Pre-production consultation

The need for a Design Statement for Henfield was identified in the Henfield Parish Action Plan 2004. The Henfield Community Partnership (HCP), containing members of the Parish Council, was given the task of preparing the Statement. Members of the Environment sub-group of the HCP took photographs of what they felt to be good and bad aspects of the village and surrounding countryside. These were displayed at subsequent Open Days of the Community Partnership and other village events during 2005 and 2006 where the public were invited to make comments on any relevant matters. A good number of comments were received and analysed.

Horsham District Council's Planning Department was consulted about the process and recommended that a draft document be prepared as the next step. Base maps were kindly provided by the District Council. A thorough physical survey of the whole parish was undertaken during the summer of 2007 to include viewpoints, building styles and materials, the street scene, trees and landscape among other features.

Consultation on the Draft Parish Design Statement

During late 2007 and early 2008, a series of drafts was prepared by the HCP. Preliminary consultations on the draft were held with The Parish Council, certain relevant groups and organisations in Henfield such as the West Sussex Wildlife Trust, as well as Horsham District Council's Planning Department. The comments that were received were analysed and incorporated as necessary. Preparation, design and production of the document were all undertaken 'in-house' by members of HCP.

A final *consultation draft* was prepared in May 2008 and some 250 copies in full colour were kindly printed by Horsham District Council.

The availability of the document was advertised as follows:

- An item inviting public comment by 11th July was placed in both the Parish Council's 'Henfield News' and 'BN5 Intouch', a commercial magazine circulating in the wider district. Both magazines are distributed to all 2,500 households in the parish so that all residents, businesses and organisations would have been aware of its availability. It was not considered necessary to send copies specifically to all the organisations within Henfield, the vast majority of whom would not be affected by its contents.

- Posters were placed in the library and on the community notice board in Budgens grocery store.
- A display was mounted in the Post Office window for one week.
- This display was then transferred in mid-June for a month to the parish outer office located within The Henfield Hall from where all the copies were obtainable. The parish outer office is unmanned but open to the public Tuesday – Saturday over longer hours than the Parish Office itself. Well over 100 copies were given out in total.

Few comments were received, mainly from members of the Parish Council. These were analysed and a summary of the main points was presented to the monthly Parish Council meeting on 5th August 2008, open to the public. These same comments were discussed at the HCP meeting the following week and approved.

Amendments to the consultation draft were subsequently made and the final document approved by the Henfield Parish Council at their monthly meeting on 2 September 2008.

The Final Draft was submitted to Horsham District Council. It then underwent another consultation period when comments were invited from statutory consultees. No comments were received.