



**SAXILBY**  
**WITH INGLEBY**

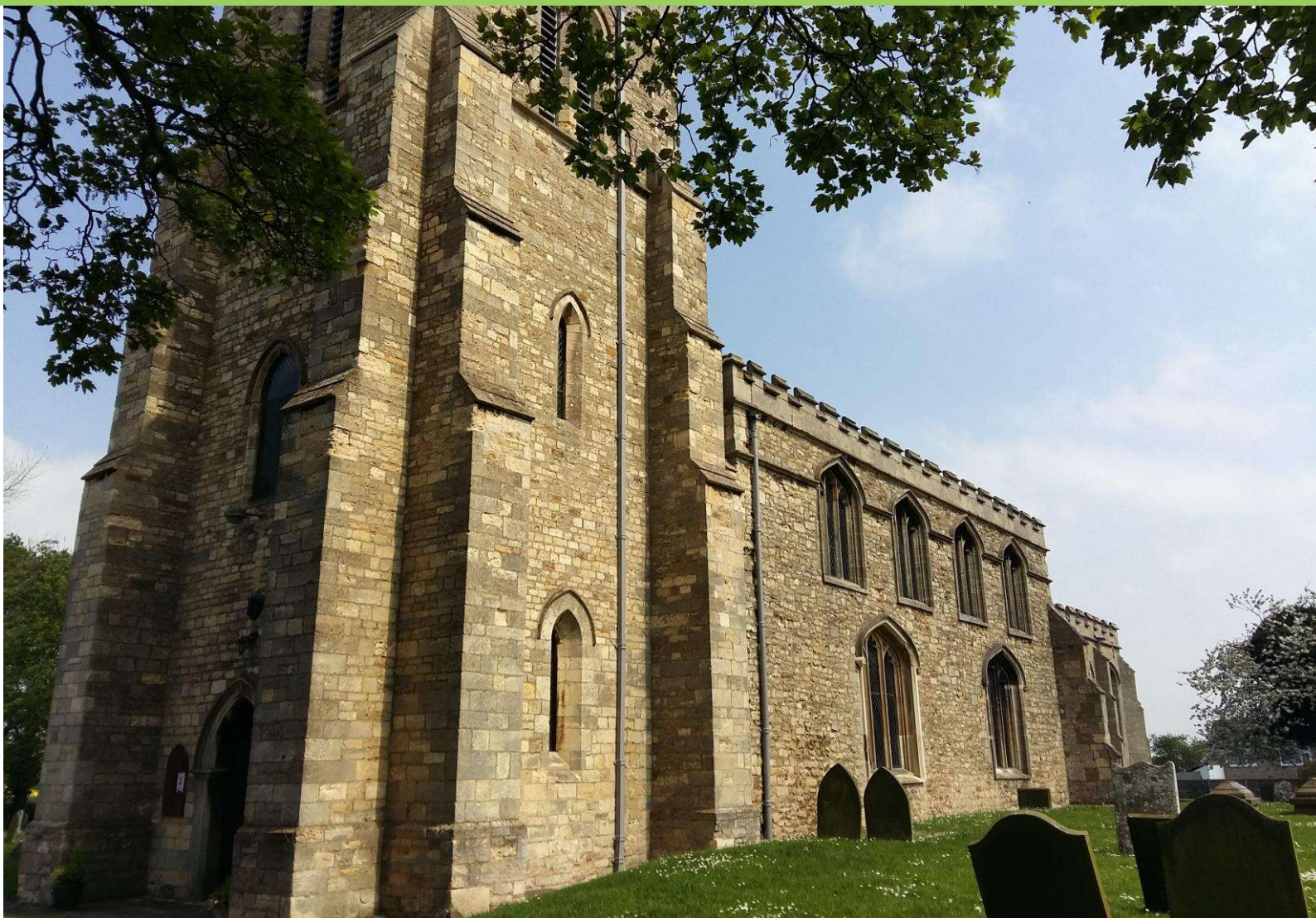
**Neighbourhood Development Plan**

# Summary of Consultation

## Saxilby with Ingleby

## Neighbourhood Plan

## 2016-2036



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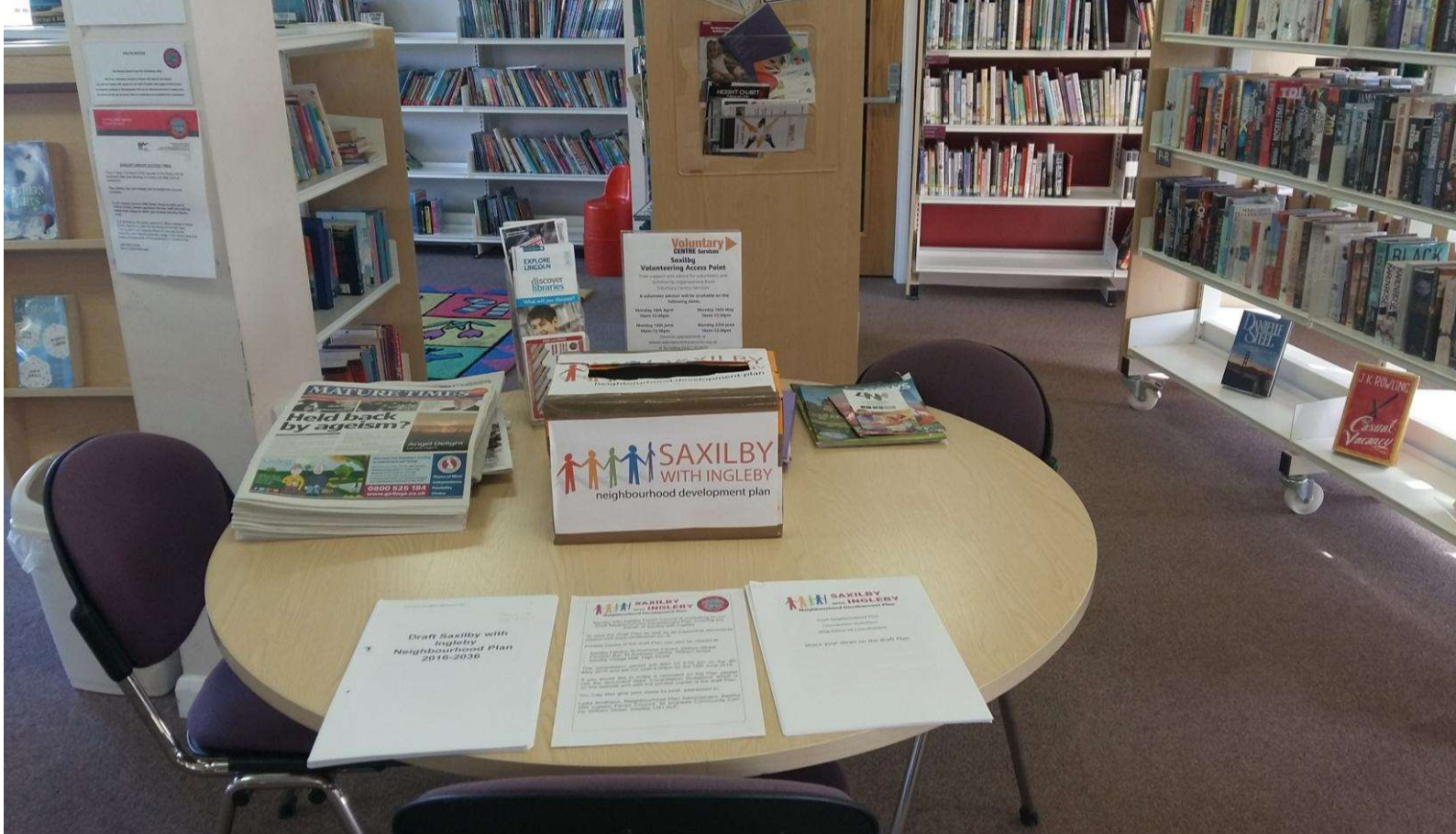
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# Introduction

## What is the Summary of Consultation?

- 1.0 The Saxilby with Ingleby Neighbourhood Development Plan (NDP) has been produced by the Parish Council, but has been led by a Neighbourhood Development Plan Steering Group comprising of 14 local residents from across the Plan area. The NDP has been produced exclusively using the views and opinions expressed by all the stakeholders in the area, such as; local residents, local business owners and local landowners. The aim of the NDP is to positively plan for the future development of the area to create a sustainable place for people to live, work and visit.
- 2.0 This consultation summary sets out the chronological order of events that have led to the production of the Saxilby with Ingleby NDP in terms of consultation with local residents and other leading stakeholders and statutory consultees. This consultation has in particular led to the production of the NDP Policies contained within the Plan that aim to control and promote the sustainable development and growth of the area. In this statement, the NDP Steering Group has taken a broader approach in setting out the consultation for both the land-use and non-land-use policies and projects contained in the Plan.
- 3.0 Provided in this summary is an overview and description of the numerous consultation events and periods involved in the production of the Draft NDP. In some instances more detailed reports or responses have been produced by the NDP Steering Group or other statutory bodies, where this is the case, this report is referred to in the overview of that event and the detailed documents are available on the Saxilby with Ingleby Neighbourhood Plan website [www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk).





## Aims of the Consultation

4.0 To ensure that the local community can truly feel a sense of ownership of the NDP, and feel they are truly being empowered to control the development and growth of the Plan area, the consultation undertaken in production of the NDP itself must be thorough clear and transparent. To ensure the consultation undertaken in production of the Saxilby with Ingleby NDP can achieve such, the NDP Steering Group developed several aims that the consultation process would work towards achieving. The aims of the consultation process of the NDP were:

- a. **Front load:** The NDP Steering Group decided early in the process that as much consultation with local residents would be undertaken before any contents of the plan were discussed and decided. This would ensure that the contents of the NDP has been influenced and decided upon based on consultation undertaken with the local community.
- b. **Reach all aspects of community:** Another key aim of the consultation process was to ensure that all different sections of the community were allowed the opportunity to participate in the NDP process. This involves ensuring that local residents of all ages and both genders engage in the process guaranteeing that the Final NDP is truly representative of the local community and their aspirations for the Plan area.
- c. **Ensure 'hard to hear' groups participate:** In addition to ensuring all sections of the community are involved in the process, special effort must be made to include those sections of the community described as 'hard to hear' groups, such as: young people, young adults and over 65's. This can be achieved by utilising consultation techniques and events specifically aimed at including these groups. An example of this is how the NDP Steering Group engaged with Young People in the Parish.
- d. **Ensure transparency:** The NDP Steering Group are keen to ensure that the NDP process is viewed as open and transparent as possible. This involves not only making all documents and consultation results used to produce the contents of the NDP publicly available. But also ensuring that local residents are kept up to date with progression of the plan (for example the monthly updates in the Foss Focus) and also how they can engage and participate at different stages of the process.

## General Overview

- 5.0 The NDP Steering Group considered different engagement techniques and sourced advice from consultation specialists such as Community Lincs and West Lindsey District Council to ensure any consultation that was undertaken was correct and that all sectors of the community were given the opportunity to have their say on the contents and policies within the plan. The methods to be used are listed below:
- Questionnaires
  - Attendance at community events
  - Public Consultation Events/Meetings
  - Public Exhibitions
  - Flyers
  - Press releases in the Local Newsletter (Foss Focus)
  - Agenda Items on the Parish Council meeting
  - Website
  - Social media
- 6.0 The majority of the work has been undertaken by the NDP Steering Group. The Steering Group have taken great ownership of the NDP and have managed and organised all the work that have gone into the consultation events and the Draft NDP.
- 7.0 Over the numerous consultation events and activities the NDP Steering Group have held during the production of the Plan, over 1778 local residents have been actively engaged and contributed to the development of the Plan, this represents over 52 percent of the population. The NDP Steering Group has gone to great lengths to ensure the local community has been actively involved in the production of the NDP. The views and opinions of the local community have informed and developed the policies contained in the draft NDP. The events, advertisements and Steering Group meetings are shown in the table on the following page:

**Table 1: Consultation Events and Activities**

Event	Date	Purpose	Outcome
<b>E-mail sent to residents who previously expressed an interest in the NDP</b>	Jan 2015	To relaunch the Steering Group with interested residents.	First Steering Group meeting arranged.
<b>Event 1: Public consultation event in Saxilby Village Hall</b>	October 23 <sup>rd</sup> 2015	Raise awareness of and involvement in the NDP. Seek initial views on themes for the NDP.	88 people attended and shared their views.
<b>Event 2: Community Questionnaire sent to all households</b>	December 2015	To gain the views of the community on planning for the future of the parish and housing needs survey.	626 people completed a questionnaire which represents 1440 residents with 2.3 residents in each household. See <a href="http://www.saxilbyplan.co.uk/">www.saxilbyplan.co.uk/</a> for Affordable Housing Needs Survey and the Community Questionnaire Results.
<b>Event 3: Youth Group Focus Group</b>	December 2015	To engage with young people and collate their views of the area. The outcome fed into the development of the survey used in the primary school.	16 young people shared their views on Saxilby and assisted in the development of the children's and young people's survey.  See <b>Appendix A</b> .
<b>Event 4: Public Consultation event in Saxilby Village Hall</b>	February 5th 2016	Feedback the questionnaire results, share the emerging themes.	89 people attended and shared their views.
<b>Event 5: Children's online survey completed through the Primary School</b>	March 2016	To gain the views of children on the future of Saxilby with Ingleby.	75 children between the ages of 4-11 responded.  See <a href="http://www.saxilbyplan.co.uk/">www.saxilbyplan.co.uk</a> for the full report.
<b>Event 6: Business Consultation drop-in event and survey</b>	March 17 <sup>th</sup> 2016	To collate the views of local businesses and feed these results into the development of the NDP.	17 people attended the event representing 15 businesses, with 62 individual comments being made.  See <a href="http://www.saxilbyplan.co.uk/">www.saxilbyplan.co.uk</a> for full Consultation Report
<b>Event 7: Young People's Consultation</b>	March 2016	To gain the views of young people on the future of Saxilby with Ingleby.	53 young people aged 10 – 21 engaged in the NDP and filled in the questionnaire.  See <a href="http://www.saxilbyplan.co.uk/">www.saxilbyplan.co.uk</a> for the full Consultation Report
<b>Event 8: Vision and Policy Intention leaflet</b>	March 2016	Summarise the emerging vision, objectives and draft policies for comment upon.	Leaflet sent to all households who subscribed to the Foss Focus magazine to update date them on progress and draft policy intentions and also left in the local facilities.  See <a href="http://www.saxilbyplan.co.uk/">www.saxilbyplan.co.uk</a> for the Vision and Policy Leaflet Booklet

Event	Date	Purpose	Outcome
<b>Foss Focus</b>	Jan 2014, May 2014, Jul 2014, Sep 2014, Oct 2014, Dec 2014, Jan, 2015, Feb 2015, Nov 2015, Dec 2015, Jan 2016, Mar 2016, May 2016, Jul 2016, Sep 2016, Nov 2016.	To keep the community informed of the progress and encourage involvement.	Circulated to subscribing households within the parish, with a print run of 1100. See <b>Appendix B</b> .
<b>NDP Website</b>	Ongoing	Share progress of the Plan and invite and encourage engagement in the process.	People viewed the website 6090 times and there have been 1602 visitors to the site.
<b>NDP Facebook Page</b>	Ongoing	Share progress of the Plan and invite and encourage engagement in the process.	The Facebook page has 5836 reaches, 701 views and 75 page likes.
<b>NDP Steering Group Meetings</b>	16 Feb 2015, 19 Aug 2015 (and re-launch meeting date), 7 Sep 2015, 22 Sep 2015, 6 Oct 2015, 13 Oct 2015, 29 Oct 2015, 12 Nov 2015, 26 Nov 2015, 10 Dec 2015, 28 Jan 2016, 11 Feb 2016, 25 Feb 2016, 10 Mar 2016, 24 Mar 2016, 14 Apr 2016, 05 May 2016, 20 May 2016, 06 Jun 2016, 22 Jun 2016, 05 Jul 2016, 12 Jul 2016, 26 Jul 2016, 15 Sep 2016, 26 Oct 2016.		
<b>NDP Committee Meeting dates</b>	04 Nov 2016, 16 Mar 2016, 30 Mar 2016, 01 Jun 2016 and 26 Oct 2016.		
<b>NDP Update to Full Council</b>	07 Oct 2015, 04 Nov 2015, 02 Dec 2015, 21 Dec 2015, 06 Jan 2016, 3 Feb 2016, 2nd March 2016, 30 March 2016, 06 April 2016, 13 April 2016, 04 May 2016, 01 Jun 2016, 06 Jul 2016, 03 Aug 2016, 07 Sep 2016, 05 Oct 2016, 26 Oct 2016, 02 Nov 2016.		

# Neighbourhood Area Designation

## Overview

- 8.0 The decision to produce a NDP for the area was first explored by the Parish Council in late 2012. The Area Designation was applied for under the Neighbourhood Planning Regulations 2012 by Saxilby with Ingleby Parish Council. The application was submitted for area designation of the Neighbourhood Area (for the Saxilby with Ingleby Parish) for the purpose of creating a NDP. This application was received by West Lindsey District Council and was consulted upon for a statutory 6 weeks consultation period.
- 9.0 As outlined in the Regulations the Local Authority have a duty to publicise the Area Application in a manner that will bring them to the attention of people who live, work or carry out business in the area. The full Application and information on how to comment was made available on the District Council's website.

## Conclusions

- 10.0 During the 6 week consultation period, no objections were received to the Neighbourhood Area as outlined in the initial application. Therefore on the 8th January West Lindsey District Council contacted Saxilby with Ingleby Parish Council to confirm that they may proceed with the preparation of a NDP for the Parish (see **Appendix C**).





# Generating Initial interest in the Neighbourhood Plan

## Purpose

11.0 To gather interest in the undertaking of the NDP for Saxilby with Ingleby Parish Councils advertised in the May, July, September, October and December 2014 issues of the Foss Focus. The articles invited local residents who had an interest in the NDP to contact the Parish Council. Prior to these articles in the Foss Focus the Department for Communities and Local Government made the Saxilby with Ingleby Neighbourhood Area a Front Runner in order to produce a NDP.

## Initial Meeting

12.0 A drop in session was held at the Saint Andrews Community Centre on Saturday 24th January 2015 by the Parish Council to kick start the NDP. The NDP process was explained at the event and any interested residents were invited to form a Steering Group with the role of producing a NDP for the area. The drop in session was advertised in a leaflet drop to every household.

## Attendance

13.0 The event was very well attended. The general consensus of the residents that attended the meeting was that a NDP should be produced and local residents were invited to form a Steering Group to lead in the production of the plan.

## Conclusions

14.0 The initial drop in session was reported upon in the January 2015 edition of the Foss Focus and the request for further residents to form the steering group were requested and residents were asked to contact the Parish Council if they wished to be involved.

# Drop in Session 23<sup>rd</sup> October 2015

## Purpose

- 15.0 Following several Steering Group meetings where initial themes that the Plan could cover were discussed, it was decided that consultation with local stakeholders should begin and several upcoming events in the Plan area were identified and organised that the Steering Group could attend to consult with local stakeholders.
- 16.0 The first of these was held on the 23rd October 2015 (Drop in Session) at the village hall 4pm – 7pm. Members of the Steering Group attended this event and invited everyone in the Parish to attend to discuss the Plan. The Steering Group provided free tea, coffee and cakes to encourage residents to attend and discuss the NDP and the future of Saxilby with Ingleby.

## Advertisement

- 17.0 The event was advertised in the Foss Focus, on the website, Facebook, Flyer, Posters and leaflets delivered to every household in the Neighbourhood Plan.

### Village Hall Drop-In

POSTED BY ADMIN ON OCT 21, 2015 IN EVENTS, NEWS | 0 COMMENTS



It's our first drop-in session on Friday 23rd October at the Village Hall between 4pm & 7pm. Come along to find out what Neighborhood Planning is, why it's important and how you can influence it. There will be free refreshments too, including lots of cake. So please come along and join us, have a chat and let us know how you would like to see Saxilby develop over the next 20 years. Hope to see you

there!

[read more](#)

Saxilby with Ingleby Neighbourhood Development Plan added an event.  
14 October 2015 · 🌐



**23** Drop-in Session  
OCT Fri 16:00 · Saxilby Village Hall

[★ Interested](#)

[Like](#) [Comment](#) [Share](#)



Saxilby with Ingleby Parish Council

## Drop in Session

See what it's all about  
**Come and have your say!**  
Housing, Health, Education, Drains, Sports,  
Parking, Shopping, Leisure.  
They all matter to someone, come and tell us what matters to you.

**It's Your Village**  
help us plan for the future.

**Friday 23rd October**  
**Saxilby Village Hall**  
**4pm - 7pm**  
**Free Tea and Cakes!**

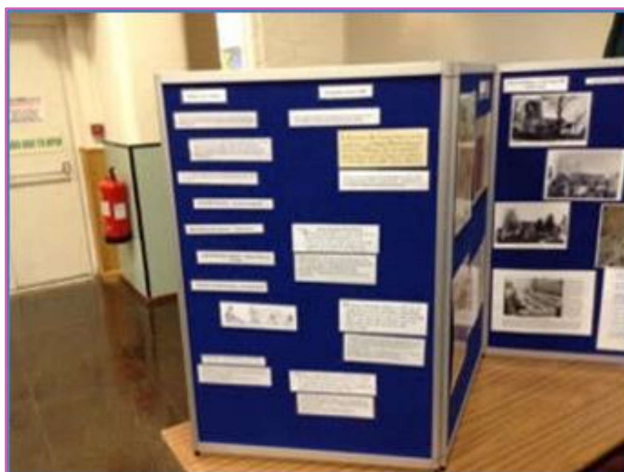
## Attendance

18.0 88 local residents attended the event and voiced their opinions. The event raised the awareness of and the involvement in the NDP.

## Conclusions

19.0 The event was not meant to produce firm conclusions, but to give the Steering Group an initial idea of what the NDP could cover and to discuss initial ideas. It was felt that in general this was overall quite positive meeting and a NDP was definitely required.

## Photos from the Event



# Combined Questionnaire

## (Community Consultation and Housing Needs)

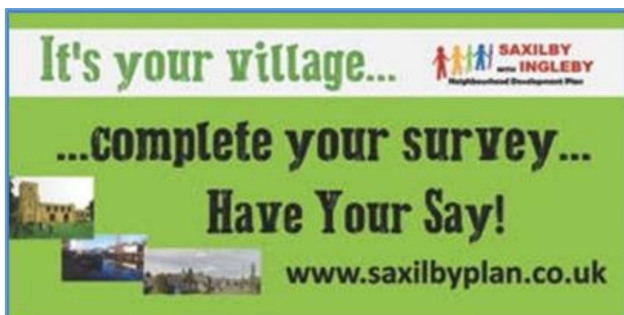
### Purpose

- 20.0 The community questionnaire was undertaken by Community Lincs in January 2016 it also formed part of the Housing Needs Survey. The questionnaire was based on the key themes identified from initial consultation with the community undertaken by the Steering Group in October 2015. The questionnaire was design by Community Lincs, the NDP Steering Group and the Parish Council which involved drafting and refining the questions to ensure the overall size of the questionnaire was appropriate whilst all themes were covered adequately to ensure the responses were meaningful.
- 21.0 The questionnaire covered the following topics: Environment, Development, Business/Employment and Housing Development. The questionnaire consultation results were published in a document entitled Saxilby with Ingleby Neighbourhood Plan Community Consultation and a Separate Affordable Housing Needs Study was also published. The Community Consultation Report and Affordable Housing Needs Study are available on the Neighbourhood Plan website [www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk).
- 22.0 Collection of the questionnaires was facilitated by both a free post envelop provided with the distribution with the hard copies of the questionnaire together with designated collection points scattered around the village including the Post Office, St Botolphs Church, St Andrews Community Centre, the Village Hall and the Co-op.

### Advertisement


- 23.0 1800 questionnaires were delivered across the Parish to every households and the questionnaire was also available online. The need to fill out the questionnaire was advertised around the village with the display of banners and posters. The questionnaire was also advertised on Facebook and on the Saxilby with Ingleby NDP website.

### Banners displayed around the Village



## Posters

*It's your village...*



**SAXILBY  
WITH INGLEBY**  
Neighbourhood Development Plan

*...complete your survey ...have your say*

*Online survey : [www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk)*

*Paper copy coming to every household.*

Please return by, **25th Dec**, by Freepost or collection boxes at the Co-op, Village Hall, Post Office, Saxilby Library



## Website

### Questionnaires Are On Their Way!

POSTED BY ADMIN ON NOV 17, 2015 IN NEWS | 0 COMMENTS



Our Questionnaires are on their way to every household in Saxilby, look out for it dropping through your letter box this week. You can complete your questionnaire either online by clicking here, or you can complete the copy you have been sent in the post. You can return the paper copy by either posting it in the Freepost envelope you received with the questionnaire, or you post it one of our collections boxes, located at the following points around the village; St Botolph's Church, Church Lane Saxilby C of E School, Highfield Road Library,...

[read more](#)

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### Draft Neighbourhood Plan Questionnaire

POSTED BY ADMIN ON NOV 7, 2015 IN NEWS | 0 COMMENTS

We are currently working on a draft version of the Neighbourhood Planning Questionnaire which will be circulated later this month. The questionnaire will be sent out to all households in Saxilby with Ingleby, and will have a freepost envelope to return it to us. There will also be collection boxes placed around the village, and an online version too. We hope that the final version will be easy to complete, and provide us with lots of useful information. We will then be able to see where we need to consult on specific topics to complete any...

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[← Older Entries](#)

## Facebook



**Saxilby with Ingleby Neighbourhood Development Plan** updated their cover photo.

18 November 2015 · 🌐



👍 Like
💬 Comment
➦ Share

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**Saxilby with Ingleby Neighbourhood Development Plan**

17 November 2015 · 🌐

<http://www.saxilbyplan.co.uk/news/questionnaires-on-way/>



**Questionnaires Are On Their Way!**

Our Questionnaires are on their way to every household in Saxilby, look out for it dropping through your letter box ...

[SAXILBYPLAN.CO.UK](http://www.saxilbyplan.co.uk)

## Response Rate

24.0 36% of the residents in the village responded to the questionnaire, which equates to 626 households in the community, which was advised by Community Lincs as being well above the norm for this type of community consultation. It is believed that this is due to the fact there is a high level of concern regarding future development within the parish and also the dedicated work of the Steering Group to promote the Neighbourhood Planning process and the need for people to have their voice heard by completing the questionnaire.

## Conclusions

25.0 Of the 626 responses received 96 were completed on-line and 530 completed in hard copy and returned for data uploading and analysis. With an average of 2.3 persons per household (population approx. 3992 and approx. 1732 households) the response rate represents 1,440 local residents.

26.0 The information gathered from the questionnaire has significantly informed the policies contained in the NDP in particular with the issues regarding potential future housing development, affordable housing, environment and transport issues in the settlement.



# Youth Group Consultation

## Purpose

27.0 The event was held on the 16 December 2015 at the St Andrews Centre at the Youth Clubs Christmas Disco. The aim of the event was to engage with young people about what they liked/dislike about Saxilby with Ingleby and also to find out what they would like Saxilby to be like in the future. The young people were also asked about what job they would like to do in the future. The young people were given a map of Saxilby and asked to write their answers on sticky post it notes to ensure their views were recorded. The young people's views were all recorded and reported upon to inform the NDP. The outcome of the consultation also fed into the development of the survey used in the primary school.

## Conclusions

28.0 16 young people attended the event. The majority of the young people that attended the event said that they liked the youth club, school and pavilion. The issue that the young people said they liked least about Saxilby was the Dog fouling and the lack of a skate park. High on the priority list for things that young people would like to see in Saxilby was a Skate Park and more clubs/facilities in general. The full results from this event are available in **Appendix A**.



# Public Consultation Event

## Purpose

29.0 To engage local residents in the feedback from the questionnaire results and to share the emerging themes. The event was held at the village hall on Friday 5<sup>th</sup> February 2016. The consultation event was open from 3pm – 7pm and again following a Parish meeting 8pm – 9pm. At the meeting the NDP Chair gave a presentation on the NDP and progress made. 32 members of the public attended the presentation that took place at 7pm and finished at 8pm.

## Advertisement

30.0 The event was advertised in the Foss Focus, on the website, Facebook, Flyer, Posters, banners and leaflets delivered to every household in the Neighbourhood Plan.


## Banners



## Website

**Consultation Event Today!**

POSTED BY ADMIN ON FEB 5, 2016 IN EVENTS | 0 COMMENTS



It's the Parish Meeting and NDP Consultation event today at the Village Hall. The consultation is open 3-7pm and again following the Parish Meeting until 9pm. This is a chance for you to help shape the Neighbourhood Plan, we welcome all comments and opinions and will be happy to answer any questions you have about the Plan. We'll be serving free drinks and cakes too. Please do try and pop in, we're looking forward to seeing everyone who can make it.

[read more](#)

**Draft Questionnaire Results**

POSTED BY ADMIN ON FEB 1, 2016 IN NEWS | 0 COMMENTS

Thank you to everyone who completed our recent village questionnaire, we had an outstanding 35% response rate, which is well above the average response rate for this kind of consultation. This is an important document as it will be needed to help frame and then to justify the policies in our plan. We should receive the final report from Community Lincs soon but we have the draft report and results of the survey which will be available to view at our consultation event at the Village Hall on Friday. If you can't make it to the...

[read more](#)

**NDP Consultation Event**

POSTED BY ADMIN ON JAN 23, 2016 IN EVENTS | 0 COMMENTS

Our next public consultation event will take place on Friday 5th February at the Village Hall. This is an opportunity to see the results of the recent NDP Questionnaire, air your views and ask any questions you have about the NDP. We'll also be providing free refreshments. Our Consultation will be taking place 3pm-7pm, and again 8pm-9pm. Our consultation is running in conjunction with the Parish Meeting, where the Parish Council will giving updates and answering residents' questions. The Parish Meeting will be held 7pm -...

[read more](#)

## Facebook

Saxilby with Ingleby Neighbourhood Development Plan updated their cover photo. 25 January · 🌐



**Friday 5th Feb**  
**Parish Meeting & NDP Consultation**

NDP Consultation  
3-7pm & 8-9pm  
Parish Meeting  
7-8pm

Like Comment Share

2 shares

Write a comment...

Saxilby with Ingleby Neighbourhood Development Plan 25 January · 🌐

<http://www.saxilbyplan.co.uk/events/ndp-consultation-event/>

**NDP Consultation Event**

Our next public consultation event will take place on Friday 5th February at the Village Hall. This is an opportunity to ...

SAXILBYPLAN.CO.UK



## Posters



The poster features a photograph of a bridge over a river in Saxilby. The text is arranged in a vertical layout. At the top right, it says 'Saxilby Village Hall'. Below that, 'It's Your Village - Have Your Say!'. The main event title is 'FRIDAY 5<sup>TH</sup> FEBRUARY PARISH MEETING & NEIGHBOURHOOD PLAN CONSULTATION'. A list of bullet points describes the event: 'A Consultation Event for Residents' including 'Response to questions from May 2015 Parish Meeting', 'Results of recent NDP Questionnaire', 'Opportunity to air your views & ask further questions', and 'Free Tea, Coffee, Hot Chocolate & Homemade Cakes'. At the bottom left is the 'Saxilby with Ingleby Neighbourhood Development Plan' logo. At the bottom right, a blue box contains contact information: 'CONTACT: Parish Clerk, St Andrews Centre, William St, Saxilby, LNU 2LP, 01522 703912'.

**Saxilby Village Hall**

**It's Your Village - Have Your Say!**

**Neighbourhood Plan Consultation: 3-7 & 8-9 PM**

**Parish Meeting: 7-8 PM**

**CONTACT:**  
Parish Clerk,  
St Andrews Centre  
William St  
Saxilby  
LNU 2LP  
01522 703912

## Press Release (sent to Lincolnshire Echo, Radio Lincolnshire, Lincs Fm and the Lincolnite)



The press release is titled 'SAXILBY WITH INGLEBY Neighbourhood Development Plan'. It features the slogan 'It's Your Village, Have Your Say!'. Contact information for Liz Hillman is provided: Telephone 01522 702692, Email lhillman@btinternet.com, Website www.saxilbyplan.co.uk. The main heading is 'SAXILBY NEIGHBOURHOOD PLAN MOVES FORWARD' with the sub-heading 'Next Consultation Event to be held on 5<sup>th</sup> February'. The text reports that the plan has moved forward after receiving survey results from the Steering Group, with a 35% response rate. It also mentions a 'Housing Needs' questionnaire. The results of the survey and questionnaire will be available at the consultation event on Friday 5<sup>th</sup> February, from 3pm to 9pm at Saxilby Village Hall. The Steering Group is delighted with the response and is currently digesting the reports. The release ends with '###' and contact information for Liz Hillman.

**SAXILBY WITH INGLEBY**  
Neighbourhood Development Plan

**It's Your Village, Have Your Say!**

Contact Liz Hillman  
Telephone 01522 702692  
Email lhillman@btinternet.com  
Website www.saxilbyplan.co.uk

**SAXILBY NEIGHBOURHOOD PLAN MOVES FORWARD**

Next Consultation Event to be held on 5<sup>th</sup> February

Saxilby with Ingleby's Neighbourhood Development Plan moved forward this week when the initial results of the recent parish-wide survey were received by the Steering Group, giving an indication of how the residents of Saxilby and Ingleby wish to see their community develop over the next 20-25 years.

An excellent response rate of 35% of households completed the survey either online or on paper, one of the highest response rates yet seen in Lincolnshire at this stage of the process and increasing the validity of the results.

Also included was a 'Housing Needs' questionnaire, the results of which will help determine the quantity any types of affordable housing need in the parish in coming years.

The results of the survey and housing questionnaire will be available at the forthcoming Neighbourhood Plan Consultation Event on Friday 5<sup>th</sup> February, to be held in Saxilby Village Hall between 3pm and 7pm, and 8pm to 9pm where further feedback from the community will be welcomed.

All members of the Neighbourhood Plan Steering Group are delighted at the response and are currently digesting the reports.

###

If you would like more information about this topic, please contact Liz Hillman at 01522 702692 or email at lhillman@btinternet.com.

## Conclusion

31.0 87 local residents attended the event. The event gave the NDP Steering Group the ability to feedback to the local residents the findings of the questionnaire and to discuss the key themes that would form the draft NDP. Following the event the Steering Group were able to start drafting the NDP.

# Children's Survey

## Purpose

- 32.0 The NDP Steering Group was keen to hear the views of children and young people who live and use the facilities in the area. These views could then inform the development of the Plan, particularly as the Plan will cover a period up to 2036 and it is the children's future that the NDP is planning for. The online survey developed for the consultation was produced by the NDP Steering Group but was tested on several young people in village before it became available online. This was done to ensure the online survey was relevant to young people and to ensure they would understand the survey. This was crucial as it was extremely important that feedback from the online survey was usable to influence the policies that would be produced in the NDP.
- 33.0 The Steering Group worked closely with Saxilby Primary School and invited children to complete an online survey, which was facilitated during school time. 70 children completed the survey through this approach. The survey was also promoted to parents through the FOSS (Friends of Saxilby School) Facebook page during the Easter holidays which resulted in a further 5 children giving their views. A total of 75 children between the ages of 4-11 responded.
- 34.0 A similar survey was also available online and as a paper version for young people aged 10-21. The survey was promoted on the NDP Facebook page, the NDP website and paper copies were also available at local groups including the Scouts and Guides, with 53 young people sharing their views.

## Advertisement

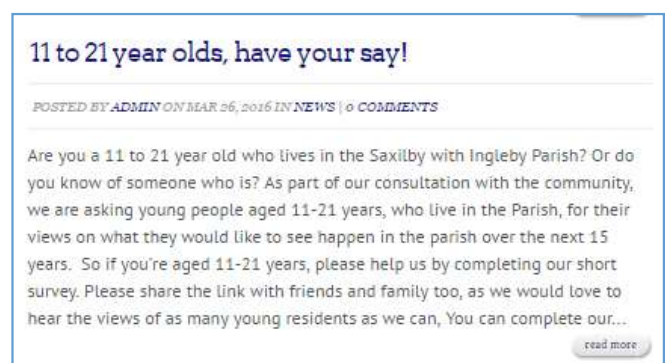
- 35.0 Consultation took place with children and young people aged 4-21 during March and April 2016 with a total of 128 children and young people sharing their views.

### Friends of Saxilby School Facebook Page

### Promoted on Website



A screenshot of a Facebook post by Lydia Smithson, dated 3 April at 08:11. The post text reads: "Children aged 4-11 can have their say on the future of Saxilby through an online survey at [www.surveymonkey.co.uk/r/saxilbyschool](http://www.surveymonkey.co.uk/r/saxilbyschool). This will feed into the Neighbourhood Development Plan ([www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk)). Some 9-11 year olds have already completed the survey at school, but we are keen to find out the views of as many children as possible. Thanks." Below the text is a logo for "SAXILBY WITH INGLEBY Neighbourhood Development Plan" featuring four stylized human figures in red, orange, green, and blue holding hands.



A screenshot of a website advertisement titled "11 to 21 year olds, have your say!". The text reads: "Are you a 11 to 21 year old who lives in the Saxilby with Ingleby Parish? Or do you know of someone who is? As part of our consultation with the community, we are asking young people aged 11-21 years, who live in the Parish, for their views on what they would like to see happen in the parish over the next 15 years. So if you're aged 11-21 years, please help us by completing our short survey. Please share the link with friends and family too, as we would love to hear the views of as many young residents as we can, You can complete our..." There is a "read more" button at the bottom right.

## Facebook



## Conclusion

36.0 The key themes that came out of the consultation with young people were as follows:

- **What do young people like about the area?**
  - a. The Clubs in the Area
  - b. Open Spaces in the Area
  
- **What young people would improve about the area?**
  - a. A place to meet friends, particularly for teenagers and young people
  - b. More activities specifically for teenagers and young people

37.0 The information gained from the young people events has informed the policy development in the Plan. The full young people's consultation document is available on the Saxilby Neighbourhood Plan website at [www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk).

# Business Event

## Purpose

38.0 The business consultation event was held on Thursday 17<sup>th</sup> March 2016, 4.30-6.30pm at the Saxilby village hall. The event was an open consultation event but the main purpose was to engage with the local business in the NDP area and see how the NDP could help local business in the future and understand any issues that faced business in the area at present.

## Advertisement

39.0 All business premises in the centre of the village were visited and personally invited, as well as invitations being hand delivered to the businesses located at the Ingleby and Saxilby business parks. In total around 70 invites were hand delivered.

40.0 The cheese and wine business consultation event had a number of display boards presenting the findings of the public consultations to date and draft copies of the Consultation Report, Housing Needs, Report and the Character Assessment.

41.0 Businesses that attended the event were asked to fill out a short questionnaire to enable the results to be analysed and reported on to be able to support the NDP policies on employment/business development in the Plan area.

## Leaflet

Saxilby with Ingleby Neighbourhood Development Plan

It's Your Village - Have Your Say!

Saxilby Village Hall  
4.30PM - 6.30PM

All businesses (including home-based) are welcome

**THURSDAY 17<sup>TH</sup> MARCH  
NDP  
CONSULTATION  
FOR BUSINESSES**

A Consultation Event for Local Businesses

- View recent survey results on employment
- Give us **YOUR** views on local amenities
- Let us know what changes **YOU** would like to see
- Refreshments will be available - please book to help us cater correctly

**TO BOOK YOUR PLACES CONTACT:**

Lydia Smithson  
NDP Administrator  
St Andrews Centre  
William St  
Saxilby  
LN5 9LP  
smithsonlydia@gmail.com  
01522 709925

**SAXILBY with the INGLEBY**  
Neighbourhood Development Plan

## Facebook

Saxilby with Ingleby Neighbourhood Development Plan  
14 March · 🌐

On Thursday 17th March we are holding a business consultation event. We are inviting ALL Saxilby with Ingleby businesses to join us at Village Hall between 4:30 and 6:30pm to tell us what they would like to see in the Neighbourhood Plan. There will be a complimentary buffet with drinks, including wine and soft drinks, and the opportunity to find out more about the plan and share your views. All businesses are invited, whether you work from home or have premises, we would love to see you. To book your place, please message us or email [smithsonlydia@gmail.com](mailto:smithsonlydia@gmail.com)

Like Comment Share

3 shares

Write a comment...

Saxilby with Ingleby Neighbourhood Development Plan  
2 March · 🌐

We are holding an NDP business consultation on 17th March at the Village Hall, to find out what changes local businesses would like to see in Saxilby and Ingleby. We want the views and opinions of all businesses in the Parish, so no matter how large or small your business is, please come along and help shape the Neighbourhood Plan.

## Website

**Business Consultation – Join us for a drink and a bite**

POSTED BY ADMIN ON MAR 14, 2016 IN EVENTS | 0 COMMENTS



On Thursday 17th March we are holding a business consultation event. We are inviting all Saxilby with Ingleby businesses to join us at Village Hall between 4:30 and 6:30pm to tell us what they would like to see in the Neighbourhood Plan. There will be a complimentary buffet with drinks, including wine and soft drinks, and the opportunity to find out more about the plan and share your views.

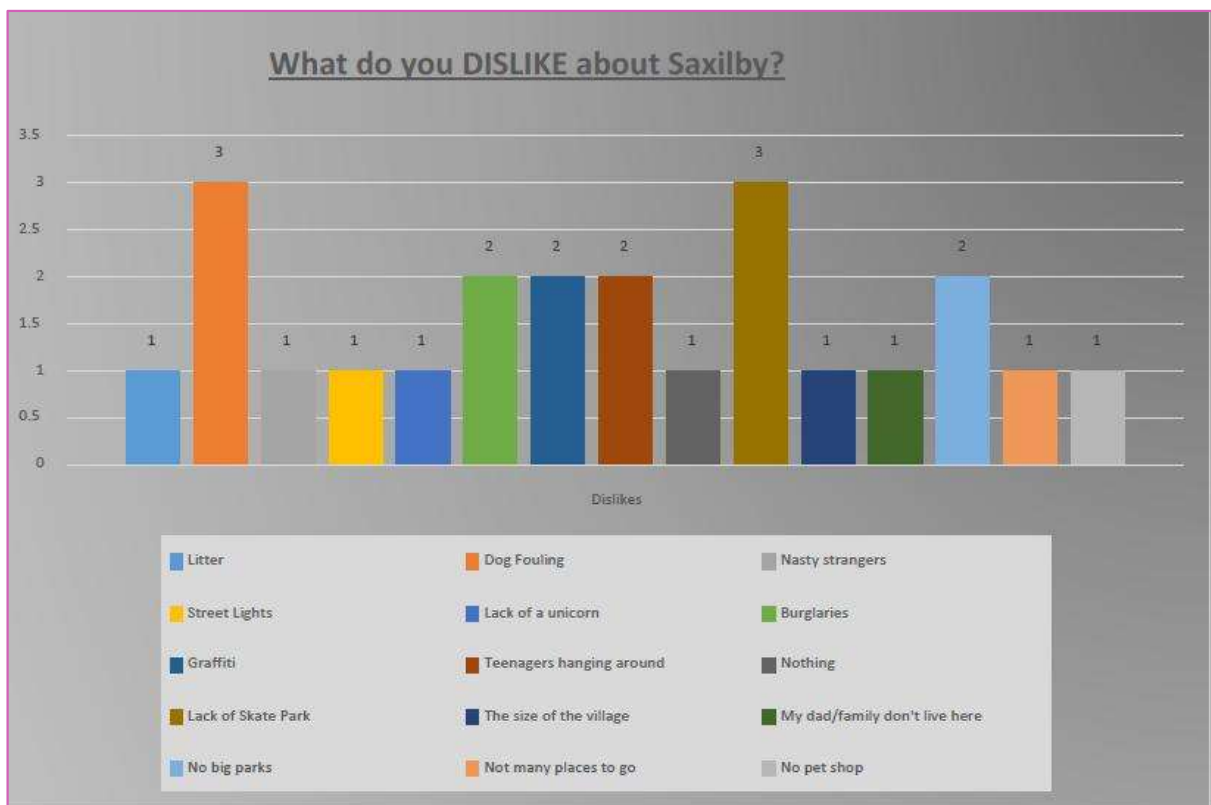
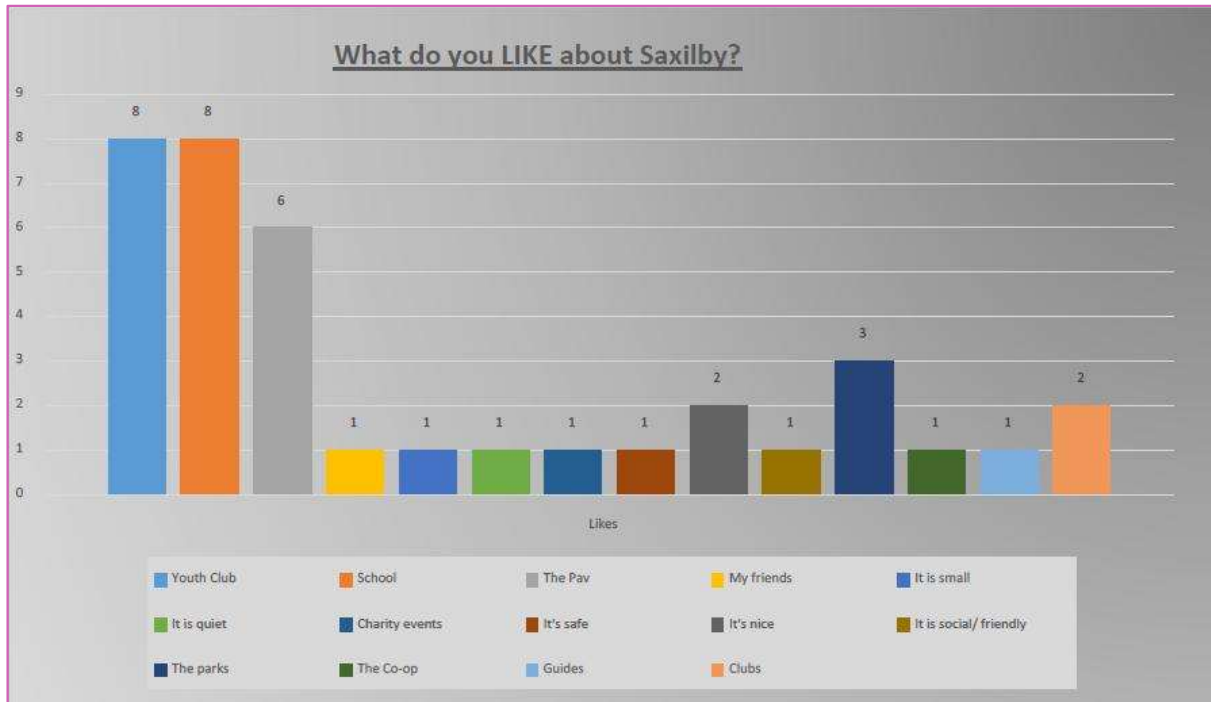
An essential part of the Neighbourhood Plan process is to engage our village businesses. We are extremely keen to understand the views and concerns of our...

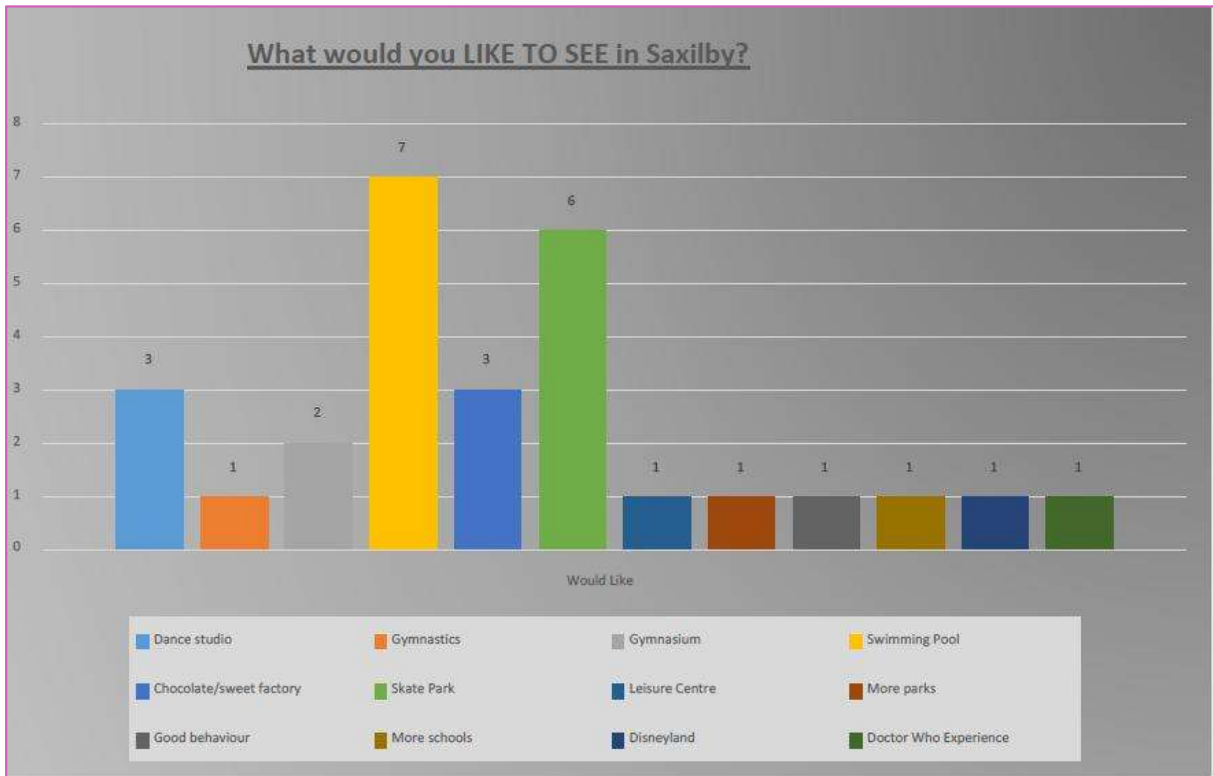
## Conclusion

- 42.0 During the event businesses were invited to make comments on the emerging themes for the Plan through sticking post-it notes on the display boards and also to provide any further comments from a business perspective. A total of 17 people attended representing 15 businesses, with 62 individual comments being made.
- 43.0 Alongside the business consultation event, a questionnaire was included with the invites that were hand delivered and was available at the consultation event and online. The questionnaire included questions on the size and type of business, as well how businesses felt they could be helped through a Neighbourhood Development Plan. A total of 11 completed questionnaires were returned. The full consultation results and report is available on the Saxilby with Ingleby Neighbourhood Plan website [www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk).
- 44.0 The key themes that emerged from the business event were:
- Lack of parking on High Street and Bridge Street for customers
  - There's a lot of traffic around the village
  - Junction improvements required at the A57 / Mill Lane junction
  - Desire to keep the Post Office in the village
  - Better promotion of local businesses and vacancies
  - Access to superfast broadband including on business parks
  - Support for housing development if amenities can cope
  - Better connectivity - more train/bus services
  - More cycle/walking routes

# Appendix A: Young People's Consultation December 2015

Results of Youth Survey December 2015 conducted by Liz Hillman and Karen Baty





# Appendix B: Foss Focus Issue Examples

January 2015



**PARISH FINANCES**  
Following completion of the Financial Information shown on our website we have now locally re-audited the Council Finance pages and this now includes:-

- Annual Audit Information
- Internal Controls Report
- Management Budgets
- Voted Payments made

We shall soon be considering next year's Precept and we will publicise any documents relating to this.

**Where we spend your money**  
**£6000**  
is the sum we have budgeted to spend on Grants given away here in the Village.

Currently we have spent £220 which primarily relates to a £200 Grants Saxilby United Football Club to subsidise their trip to Holland on the Scheldt. We also support Saxilby Voluntary Car Scheme.

In addition this year we have agreed to financially support the Saxilby Village Hall Committee in making a substantial contribution towards their new Solar Replacement.

If you have any queries or questions regarding making an application for Grants support then please contact Mark Clark on [mark@axilbyparishcouncil.co.uk](mailto:mark@axilbyparishcouncil.co.uk) or by phoning us on 01522 703912.



**Let's get active**  
saxilby

**CENTRAL LINCOLNSHIRE JOINT PLANNING UNIT - Draft Local Plan**  
The JPU published a draft Local Plan document in October, and invited comments by 11th November. The draft proposals were discussed by the Parish Council's Planning Committee and at the Full Council meeting on 5th November. Following these discussions, our response emphasised the need for more effective dialogue in developing the Plan, and expressed concern that current ad hoc developments will increase the pressure on village infrastructure and facilities, and this will need to be resolved in the future.

**PLANNING UPDATE**

**SAXILBY NEIGHBOURHOOD PLAN**  
The Parish Council will discuss proposals for relaunching the Neighbourhood Plan process at its Full Council meetings in December and January. Following this, there will be a public meeting arranged later in January for residents to learn more about this important project. Details of the date and venue will appear in the January issue of Foss Focus.

[www.saxilbyparishcouncil.gov.uk](http://www.saxilbyparishcouncil.gov.uk)

November 2015

**LIBRARY opening**

Saxilby Library is currently open 7 days per week between the hours of 09:00 and 13:00.

Parish Library Volunteers are available to provide assistance to visitors at the following times:

Monday	10:00 to 13:00
Tuesday	13:00 to 15:00
Wednesday	10:00 to 13:00
Friday	10:00 to 13:00
Saturday	10:00 to 12:00





We are at last moving forward with the Saxilby with Ingleby Neighbourhood Plan. Since the launch of the NIP Steering Group in August, twelve enthusiastic residents and four Parish Councillors have met on a regular basis with support from WLDG Neighbourhood Plan Officer. Our primary aim is to have a Neighbourhood Plan in place within a year. We will need to keep it simple and straight forward to keep within this time frame, but can add to it after that time.

The work we have completed so far includes putting a project plan together and commissioning a scoping report and a character assessment. We are also in the process of redesigning the Neighbourhood Plan website where shortly all information will be available for residents to view.

On October 23rd 2015 we hosted our first 'drop-in' event in the village hall. This was a meet and greet event to inform you of what a Neighbourhood Plan consists of, and an opportunity for you to make comments about the village. I will give feedback about this event in the next Foss Focus edition.

During the month of November, every household will have a questionnaire through their doors to complete, either in paper format or online. This questionnaire is vitally important as we do need your views about your village.

If you would like to join the steering group then please ring the Parish Clerk on 01522 703912 or e-mail me at [con.hillman@saxilbyparishcouncil.co.uk](mailto:con.hillman@saxilbyparishcouncil.co.uk).

Liz Hillman  
Chair  
Saxilby with Ingleby Neighbourhood Plan Steering Group

**Forthcoming NDP Meetings:**  
November 18th  
December Date TBC

**Remembrance Day Service**  
Saturday 7th  
November 11:00am  
at  
Memorial Gates,  
William Street.

[www.saxilbyparishcouncil.gov.uk](http://www.saxilbyparishcouncil.gov.uk)

May 2016





**It's Your Village, Have Your Say!**

I hope you liked our first formal document which was an insert in last month's edition of the Foss Focus. Our Vision and Policy Intentions leaflet sets out what our Neighbourhood Plan (NDP) is aiming to achieve and how. For anyone who has not seen it and would like a copy, the leaflet will soon be available at the Post Office, St Andrews Centre and at the Village Hall.

As we head towards May, we will be entering the next stage of the process which is called "Regulation 14 Consultation". This means that the draft NDP (please note that it is a draft document) is submitted to West Lindsey District Council and relevant statutory consultees, and published to parishioners for their comments. All responses will then be used to further shape the Plan. This is a six week consultation period.

As residents of the Parish of Saxilby with Ingleby your views of the draft Plan are vital and they are taken into consideration every step of the way, to ensure that the NDP Steering Group and the Parish Council have got it right! You are invited to attend one of our drop-in consultation events to give us your feedback on the draft plan:

- Friday 13th May 2016 at Saxilby Village Hall 4pm-7pm.
- Tuesday 24th May 2016 at St Andrews Centre 10am-12pm.

The draft plan will be available for you to view and make comments online at our website: [www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk) or you can use your smartphone or tablet to scan our QR code (below) that will take you directly to the site.

For anyone who cannot access our website, there will be copies available around the village including at the Village Hall, St Andrews Community Centre and in the library. Watch for posters around the village to further publicise this essential stage of the NDP process.

Liz Hillman  
Chair  
Saxilby with Ingleby Neighbourhood Plan Steering Group



[www.saxilbyparishcouncil.gov.uk](http://www.saxilbyparishcouncil.gov.uk)

October 2016





**It's Your Village, Have Your Say!**

Fourteen residents and five Parish Councillors make up the membership of the Steering Group and we usually meet every two weeks. This month's article features Mrs Tyson's experience of being part of the Steering Group.

"My name is Steph Tyson and I have lived in Saxilby all my life, in fact I was born here in 1942. Over the years I have seen the village change immensely. I cannot remember exactly how I became a member of the Steering Group. I attended one of the Neighbourhood Plan Events and was invited to join, and found myself at a meeting sitting with other residents, some I knew and others I did not.

I feel that I may not have been so active as some members of the Steering Group but we can all find something we are good at. My role is to be in charge of the register, making sure people sign into our events (not many excuse me as I know so many of you). I help out with the refreshments as well - I can make a good cup of tea!

As I have lived in the village for many years, I have been able to contribute to discussions in putting the draft plan together. I have enjoyed taking part in meetings. At the meeting with the Canal and Waterways Trust Officer I was able to put my view forward on how the area should be developed.

I thought I knew Saxilby well, but have found out lots of new things about the village. I did not know there were some breeding ponds and will be looking at them soon with the Steering Group to find out more. I did not know that Bridge Street was a conservation area either.

It has been really interesting to be part of creating a vision for the parish not only for myself, but my children and my grandchildren. I have enjoyed the experience and look forward to being involved with some of the community projects that will make a big difference to where we live.

I hope you will support us at the referendum in January and attend our next public event. I will probably be there to sign you in!

In next month's Foss Focus I will update you with the timescale of the NDP Plan. Meanwhile, please look at our website for the latest documents including minutes of our meetings: [www.saxilbyplan.co.uk](http://www.saxilbyplan.co.uk) or contact Lydia Smithson, NDP Assistant on 01522 703912.

Liz Hillman  
Saxilby with Ingleby Steering Group Chair

[www.saxilbyparishcouncil.gov.uk](http://www.saxilbyparishcouncil.gov.uk)



# Appendix C: Area Designation Letter from West Lindsey



Guildhall  
Marshall's Yard  
Gainsborough  
Lincolnshire DN21 2NA

Telephone 01427 676676  
Web [www.west-lindsey.gov.uk](http://www.west-lindsey.gov.uk)

Your contact for this matter is:  
[Rob.lawton@west-lindsey.gov.uk](mailto:Rob.lawton@west-lindsey.gov.uk)

16/12/2012

Dear Louise

## **SAXILBY NEIGHBOURHOOD PLAN AREA DESIGNATION**

I can confirm that West Lindsey District Council have now granted the proposed Saxilby Neighbourhood Plan Area on the 15<sup>th</sup> December 2012.

No objections were received during the 6-week public consultation period.

If you need any further information, please do not hesitate to contact me on the above details.

Yours Sincerely

Rob Lawton  
Neighbourhood Planning Officer



**SAXILBY**  
**WITH INGLEBY**

**Neighbourhood Development Plan**