



2014

# Kirdford Parish Neighbourhood Development Plan 2014

**Kirdford Parish Council**

**Made by the South Downs  
National Park Authority  
on 12 June 2014 and  
Chichester District  
Council on 22 July 2014**

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# 1. Introduction

The Kirdford Parish Neighbourhood Plan ('the Plan'), has been compiled by local residents and the Parish Council. It establishes a vision for the evolution and long-term sustainability of Kirdford Parish and village over the next 10 to 15 years. Neighbourhood Plans were introduced by the Government in the Localism Act which came into force in November 2011.

This Plan is the statutory Kirdford Parish Neighbourhood Development Plan (KPNP) that covers the whole of Kirdford Parish Neighbourhood Area, as designated under the Neighbourhood Planning (General) Regulations 2012. The Plan covers the period up to 2028.

The Kirdford Parish Neighbourhood Area covers 20 Km<sup>2</sup> and is one of the largest geographical Parishes in Chichester District. The Neighbourhood Development Plan generally accords with the Strategic aims of two Local Planning Areas (LPAs). These are Chichester District Council (CDC), which covers approximately two thirds of the Plan Area including the main settlement area of Kirdford village with 226 households out of the Parish total of 458; and the South Downs National Park (SDNP), which covers approximately one third of the Plan Area.

Whilst the establishment of the South Downs National Park drew an administrative line through the Parish Plan Area, the typical rural landscape, quality and characteristics of the whole of the Parish are the same for this part of the rural Low Weald. The Plan Area is rural, with the main settlement area being Kirdford village as previously mentioned, and a small secondary settlement cluster at Hawkhurst Court, which lies within the South Downs National Park.

## The Purpose of the Neighbourhood Plan

A Neighbourhood Plan relates to the use and development of land. Its primary purpose is to help in deciding planning applications in the Plan Area.

The purpose of this Neighbourhood Plan is to:

- Set out a framework to guide residents, local authorities and developers on how the community wishes to manage and control future development in the Plan Area over the next 15 years, along with its facilities, services and environment. This document is therefore intended to be updated from time to time, as well as formally every five years.
- Record the historical and existing status and nature of the community and its environment.
- Establish an Action Plan that provides the community with a prioritised plan to improve its facilities, services and environment on a voluntary and assisted basis.

The Neighbourhood Plan therefore:

- i. Identifies the main community issues and objectives for Kirdford as a whole (Chapter 2 of this document).
- ii. Makes proposals for the development and use of land and allocates land for specific purposes (Chapter 3 of this document).
- iii. Sets out the community's policies for the management of development (Chapter 4 of this document).
- iv. Provides an Action Plan that schedules a series of desired projects arising from the residents' vision for sustainable growth in their Neighbourhood Area (Chapter 5 of this document).

- v. Documents the mechanisms for monitoring and the timescales for delivering the Plan and its proposals (Chapter 6 of this document).

This is encapsulated in the community's Vision Statement:

**'To ensure that the special characteristics of the village and Parish area, including their rural feel, historic buildings and relationship with the surrounding countryside, are enhanced and protected. Whilst at the same time recognising that change is inevitable and can be desirable when there is positive planning to support sustainable development.'**

The main settlement in the Parish is Kirdford village. Residents have developed their vision for the village as set out below.

In managing change, any enhancement or future development should:

- **Complement and enhance the village's character, including its mix of building styles and uses, their setting alongside verges with mature trees and planting, and their relationship with the roads, paths and surrounding countryside.**
- **Help integrate this character throughout all parts of the village by extending these characteristics throughout.**
- **Reinforce and strengthen the heart of the village, around Butts Common.**
- **Ensure that the village is safe, accessible and attractive to all, including the young and very old. People should be able to walk around and access the central areas, village stores and other community facilities including outdoor areas; namely the football fields and recreation ground.**
- **Aim to maintain and improve sustainability (social, environmental, and economic) by embedding them in all proposals.**

Additionally, new opportunities granted to Parishes through the availability of Community Infrastructure Levy (CIL) monies gained from new development, allow Neighbourhood Plans to include and deliver aspirational community led objectives, which up until now have always been the preserve of Parish or Community Led plans.

Compiled by residents, this Plan seeks to set out the issues, objectives, policies and actions in common language, whilst recognising that the Neighbourhood Development Plan is a technical document and therefore needs to utilise some technical text. As adoption of the Plan is seen as the starting point in delivering its objectives, we have tried to ensure that the document is understandable by all readers, both technical persons and members of the community.

## Local Planning Context

Neighbourhood Plans are required to be in general conformity with the strategic policies of the Local Plan (Development Plan) of the Local Planning Authority. *"Once a Neighbourhood Plan has demonstrated its general conformity with the strategic policies of the Local Plan and is brought into force, the policies it contains take precedence over existing non-strategic policies in the Local Plan for that neighbourhood, where they are in conflict."* Extract Para.185 NPPF 2012.

The primary Local Planning Authority (LPA) within which the Kirdford Neighbourhood Plan Area is located is Chichester District, which currently relies on:

- The saved policies of its Local Plan 1999 (updated 2012 to conform to the NPPF2012).  
Along with relevant Interim Statements on:
  - Facilitating Appropriate Development Policy 2011.
  - Planning and Climate Change 2008.
  - Interim Statement on planning for Affordable Housing 2007.

- The ‘saved policies’ of the West Sussex Minerals Local Plan.

Chichester District’s new Local Plan is working to a programme of adoption towards the end of 2014.

The South Downs National Park will still use the saved policies from the Local Plan adopted in 1999 until such time as it has an adopted Development Plan for the National Park Area.

The secondary Local Planning Authority is the South Downs National Park (SDNP), established in April 2011: *“The role of the South Downs National Park as a Planning Authority is to control and influence the development of land and buildings within its boundaries. To do this effectively the South Downs National Park has to balance the statutory duties and purposes of the National Park, safeguarding the natural environment and existing built heritage, with the needs of individuals, the local population supporting rural communities and local businesses.”*

In September 2011, the SDNP Local Development Scheme set out a three-year programme to deliver its Development Plan.

### **Kirdford Neighbourhood Development Plan**

The policies and proposals of this Neighbourhood Development Plan (NDP) are in general conformity with the Development Plan of its LPA’s. They set out the clear wishes of the community of Kirdford Parish in respect of the management and control of development to attain appropriate sustainable growth within the Kirdford Neighbourhood Plan Area.

Once this NDP is adopted as part of the statutory development plan for the Kirdford Plan Area, it will be a primary consideration when determining planning applications within the Plan Area. In cases where a decision is sought on the basis of material considerations not in accord with the NDP, applicants and appellants have to clearly demonstrate that this is the case.

Additionally the Plan has been prepared in strict accordance with all relevant primary and secondary legislation – principally Schedule 4B of the Town and Country Planning Act 1990, as amended by the Localism Act 2011, and the Neighbourhood Planning (General) Regulations 2012 – to ensure that it comprises a set of policies that are procedurally sound in their preparation and in accordance with the ‘basic conditions’, which in summary require Neighbourhood Plans to:

- Have regard to national policies and advice contained in guidance issued by the Secretary of State.
- Demonstrate that they continue to offer protection to any buildings or landscapes of value.
- Contribute towards the achievement of sustainable development.
- Be in general conformity with the strategic policies of the LPA development plan, and;
- Demonstrate compliance with all relevant EU obligations.

The compliance of the Plan with the tests set out above is demonstrated within the Basic Conditions Statement that accompanies the Plan.

## **Why prepare a Neighbourhood Plan?**

Over the Plan period, many communities, including **Kirdford**, will face challenges regarding development. During recent years, the rate of house building in **the District, but not necessarily in Kirdford Parish**, has been below that required to meet the challenges presented by population growth and demographic change. Consequently, we now face an increased demand for new homes. This Plan has been prepared so that the residents of **Kirdford** can have

a real influence over what development takes place, where it takes place and the rate of growth.

Specifically, the Plan seeks to:

- Meet locally identified housing needs, as well as meeting the needs of the district.
- Identify and support any required improvements to local amenities and community facilities, and;
- Ensure that Kirdford remains a vibrant and sustainable settlement.
- Ensure that development acceptable to meet these aims will generate income to the Parish in order to fund improvements.

It must be stressed than not having a plan does not mean there will be no future development. However it does mean that residents would have far less of an influence over what development takes place within the Plan Area.

### Kirdford village today

The village settlement area contains approximately 226 houses out of a total of 458 residences in the Parish. It also contains 'The Foresters Arms' village pub; local bar/restaurant 'The Half Moon Inn'; the historic 12th century church of St. John the Baptist; a Chapel House; and the award-winning community owned shop, 'Kirdford Village Stores', which opened in 2010 and has its own café, meeting room internet station and photocopying services. Various recreational facilities include a recreational ground with for cricket and football use with a small pavilion; a football ground; tennis court and stool ball area.

The centre of Kirdford Village is a conservation area. It is a beautiful place with its own unique and distinctive character and appearance, very different to the Downland village centres further south – many of which comprise of just a 'straight through' road. It shares a close affinity with the nearby local market town of Petworth. Historically, this is because much of the land within the Parish has at some time been part of what is now the Leconfield Estate. This close association is apparent in the architecture of both the village centre and some of the outlying buildings, where Georgian echoes of Petworth mingle with a Wealden vernacular style.



### Context for the Plan

The following opportunities (positive 'top issues') and constraints (negative 'top issues'), have been identified by the community.

Top opportunities	Top constraints
2 pubs, 1 church, 1 shop, 1 chapel Shop and pubs = jobs for local people	Village lacks a natural heart Lack of jobs

Safe and quiet country roads and well maintained footpaths for bicycles and horses – lovely walks – excellent footpath network Many beautiful old buildings form the village Great history and culture to preserve Make new development small and in taste	Need for more local businesses/accommodation Football changing pavilion – needs improvement Too much development over the past few years No school and school places No good bus service
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## The Plan Area

This Neighbourhood Plan covers the entirety of Kirdford Parish, following its adoption as a 'neighbourhood area' by Chichester District Council on 9th October 2012, and the South Downs National Park on 13<sup>th</sup> September 2012. Kirdford Parish is a long established, well recognised and clearly defined area entirely within the remit of the Kirdford Parish Council, and where the great majority of residents live in one village that has a clear physical and social identity.

The 'Plan Area' covers a large geographical area. One third of this area lying to the southeast is located in the new South Downs National Park.

This Plan is a document prepared by and on behalf of the residents of Kirdford Parish. It also comprises a framework of technical, statutory policies that will have a major influence on the form, shape and amount of new development in the Plan area.

Section 1 of the Plan summarises the location and character of Kirdford, including both the place and the people.

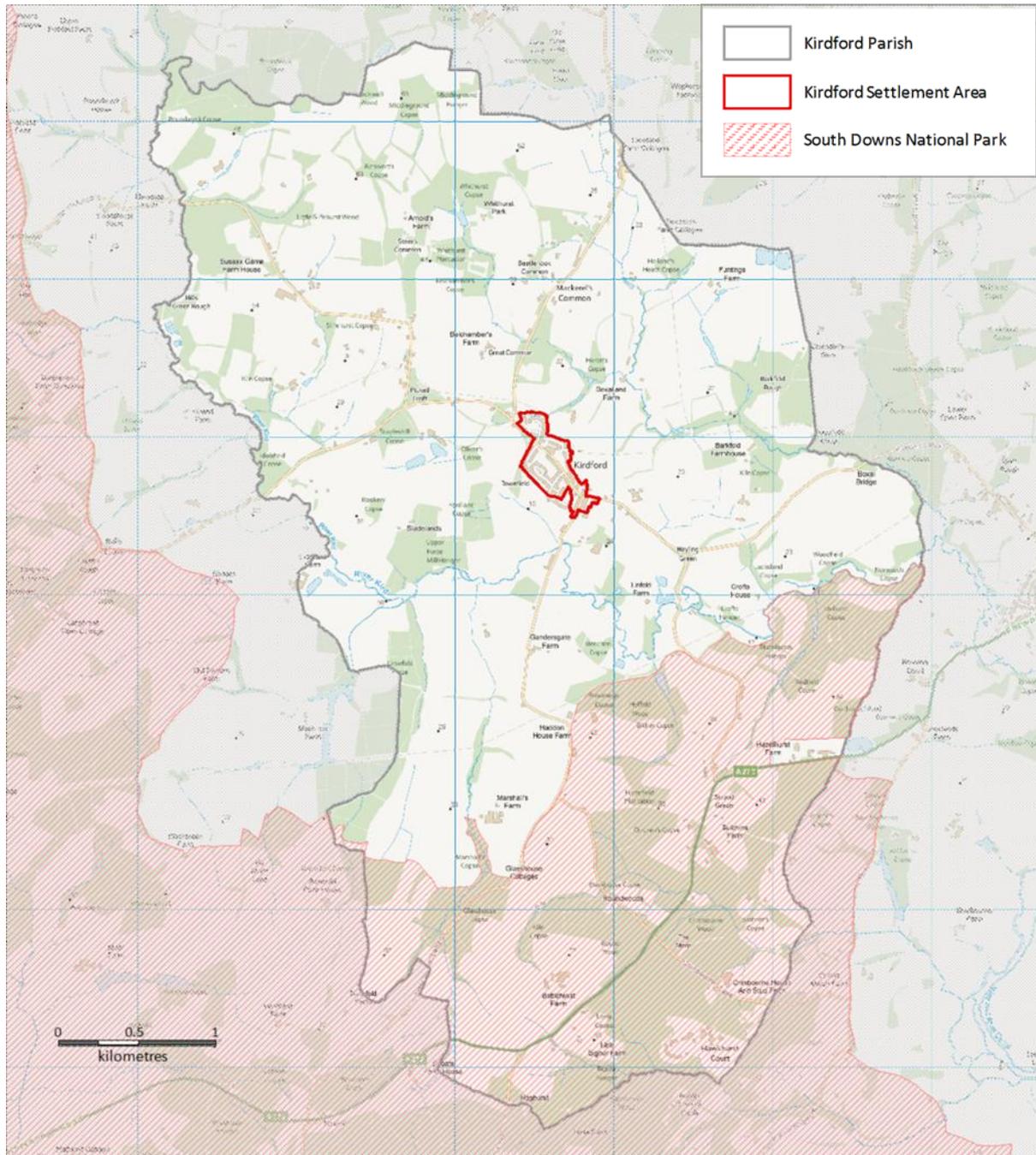
Section 3 of the Plan sets out a suite of both general policies designed to reflect the communities aspirations. The policies form the statutory part of the Plan that will be used to help decide planning applications submitted to Chichester District Council or the South Downs National Park.

Section 4 of the Plan sets out a suite of site-specific policies designed to reflect the communities aspirations. The policies form the statutory part of the Plan that will be used to help decide planning applications submitted to Chichester District Council or the South Downs National Park.

It is important to note that some of the issues identified by residents during public consultation, although important are not spatially feasible in terms of their possible solutions. For example, allocation of land will not provide an answer. Proposed courses of action to resolve identified issues are contained within Section 5 - an Action Plan.

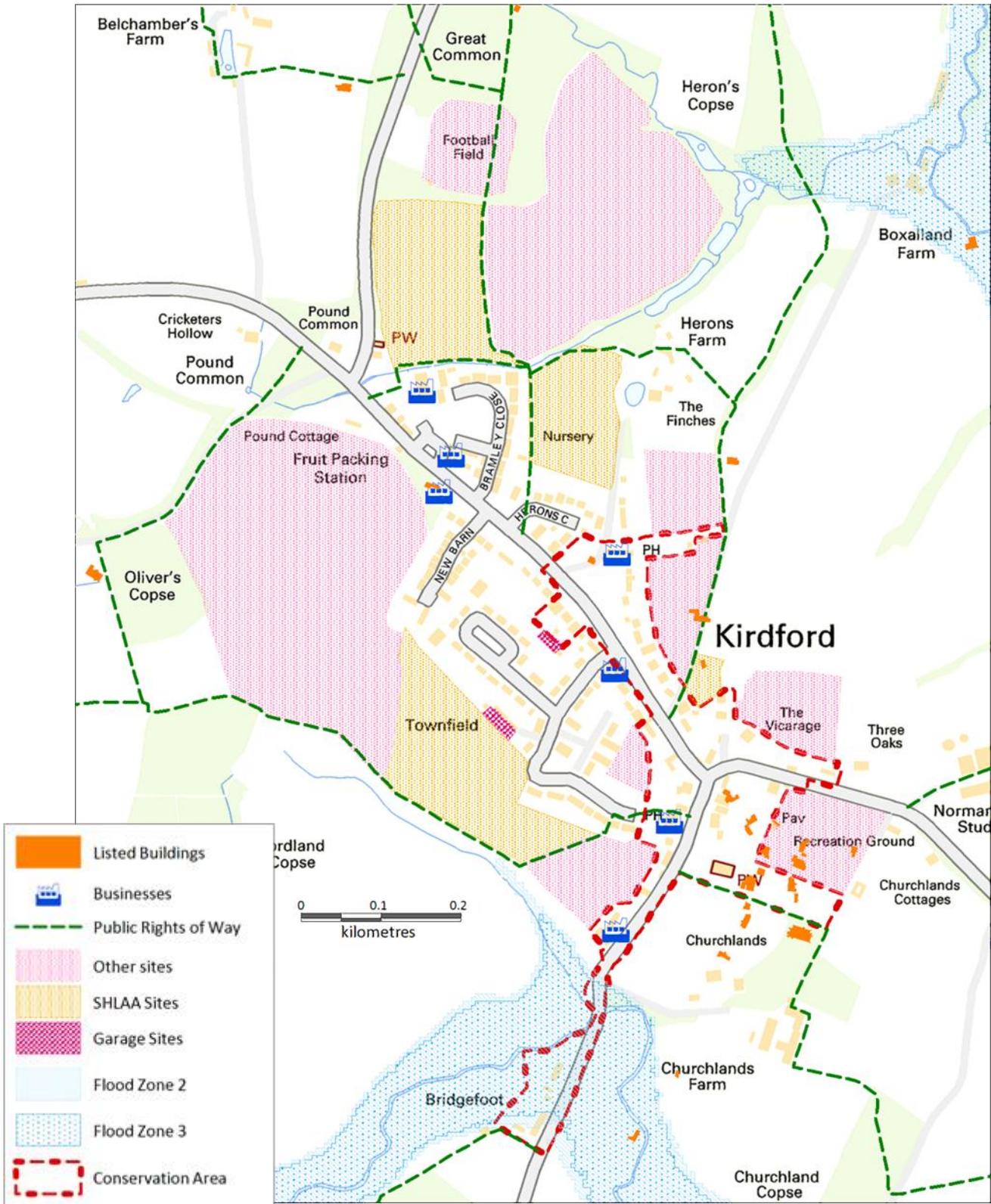
Lastly, Section 6 sets out the mechanisms that will be used to ensure the suite of policies set out in Section 3 and 4 can deliver the communities aspirations. It firstly sets out the delivery strategy identified by Kirdford Parish Council that will rely on close working with Chichester District Council, the South Downs National Park and other statutory consultees and undertakers moving forward. It then sets out the 'Monitoring & Strategy', which the Plan will be assessed against on a regular basis to ensure the strategy is delivering against its objectives. This will inform the Parish, Chichester District Council and the South Downs National Park of the success of the Plan and identify any need for a potential early review of policies in future.

Illustration 1 - Map of Parish & 'Plan area'



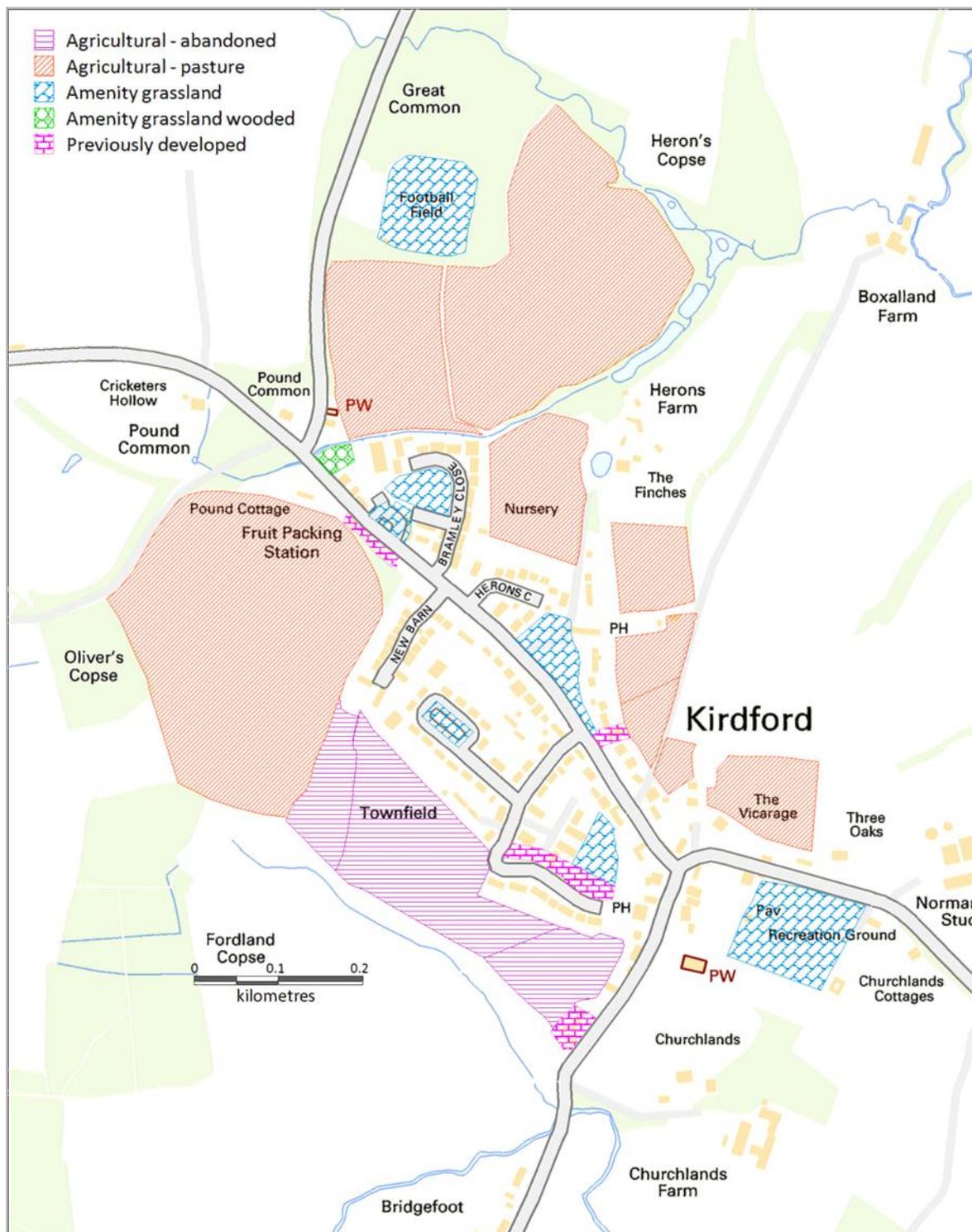
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Illustration2: Map of Kirdford Village Features Today



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Illustration 3: Map of Kirdford Village major land use today



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## **Process**

The information and data that has guided and influenced this Plan has been assimilated and collated on a voluntary basis by Kirdford Parish residents, with minimal direct professional input but including extensive advice. The views of local residents have been obtained by way of survey questionnaires, public events, seminars, and written contributions. Local organisations and businesses were consulted and invited to respond to questionnaires and/or submissions in writing or by way of discussion groups and meetings.

Kirdford Parish Council, Chichester District Council, South Downs National Park and adjoining Parishes were regularly consulted during the development of this document, and we are grateful for the input and advice provided. In turn, a number of charitable and other organisations provided professional advice, guidance and input. They included Planning Aid, Action in Rural Sussex, The Glasshouse Charity, the Campaign to Protect Rural England (CPRE) and the National Association of Local Councils (NALC), the Prince's Foundation, Maroon Planning, Shaping Communities and Househam Henderson, Architects.

Details are contained in a Consultation Statement that accompanies this Plan prepared in accordance with the Neighbourhood Planning (General) Regulations 2012.

## Options and developing proposals

In October 2012, the KPNP Steering Group arranged a Community Engagement and Stakeholders Workshop Series with the support of the Prince's Foundation for Building Community. The objective of the KPNP and community was to have a group of professional architects, transport consultants and other specialists review their work carried out as amateurs, in order to validate and/or enhance the same. Equally they wished to involve residents and all stakeholders, landowners, local authorities and other interested parties, to provide the same opportunity to them and to introduce and commence the formal consultation process.

The workshops were held over three days and included two evening public events. As well as validating the work carried out by the KPNP and community, the workshops also identified proposals that enhanced the community's objectives. They also provided design proposals, visuals and more detailed maps that encapsulate the KPNP. These have been summarised in the Community's Proposals and Proposals Maps and fall into four general categories:

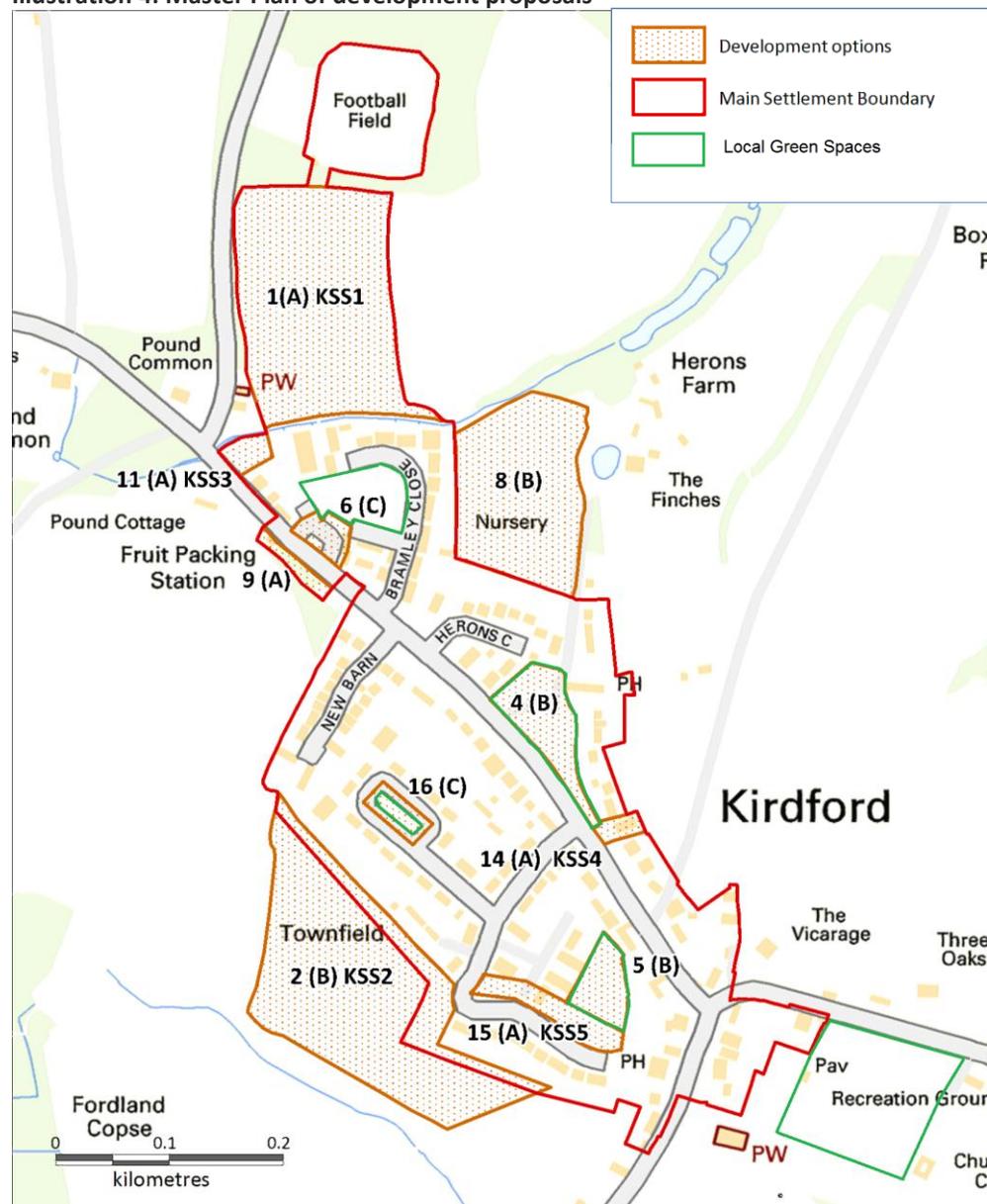
- A. 'Deliverable' development site proposals. These are sites proposing or allowing development that will likely be delivered as a direct result of the KPNP policies as and when market demand dictates.
- B. 'Community Led' site specific proposals. These include sites where some level of non-profit making community enhancement is proposed, such as landscaping or upgrade of community facilities. Such improvements will only be deliverable if and when the land is safeguarded for the identified use within the KPNP, and sufficient public or community funding (including sources such as Community Infrastructure Levy (CIL) contributions and monies held by the Community Land Trust (CLT) can be identified to finance them.
- C. 'Environmental & Social Capital' proposals. These are generally proposals that identify footpaths, cycle routes or open space to be protected or enhanced. The KPNP should address these proposals by providing for them in general policies that seek to protect or manage open space, rights of way etc.
- D. 'A Sustainable Community' proposals. These are proposals that set out the community's objectives to support the long-term potential for social and economic growth in the KPNP Plan area, such as Kirdford marketing strategy, or bus on demand, and are not reliant on planning management policies or subsequent CIL monies. These are included in the Action Plan as an annex to the main Plan itself.

## 2. Community proposals and proposals maps

A Master Plan illustrates the locations of the Neighbourhood Plan's proposals, which have been identified by the community. Proposals maps suggest more detailed layouts for some of the sites. The proposals are categorised as:

- A. 'Deliverable' development site proposals
- B. 'Community Led' site specific proposals
- C. 'Environmental & Social Capital' proposals
- D. 'A Sustainable Community' proposals

Illustration 4: Master Plan of development proposals



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## 3. General Land Use Policies

Policies are set out in eight sections consisting of:

1. Overarching Policies
2. Environmental Management Policies
3. Community Development Policies
4. Housing Policies
5. Design Standards Policies
6. Recreation Policies
7. Energy Policies
8. Kirdford Site Specific Policies

The Kirdford Parish Neighbourhood Plan Area (20km<sup>2</sup>) is one of the four large Parishes in the north east of CDC Local Planning Authority outside of the SDNP, having 1/3<sup>rd</sup> of its area within the National Park. It is one of the most isolated rural settlement areas in Chichester District. Its largest settlement is Kirdford village, with 226 out of the 458 households in the Parish. The area within the CDC LPA has no A or B roads and there is minimal public transport provision or infrastructure facilities and services.

The CDC and SDNP LPA's are both developing emerging Local Plans. Current Planning Policy relies on the CDC Saved Policies 1999, and the fundamental role and purposes of the SDNP. The CDC LPA area consist of the rural areas in the north east of the District, the east/west Corridor (Chichester City and the A27 Corridor) and the Manhood Peninsula, consisting of three very different social and landscape characteristics. Whilst CDC's emerging Local Plan will undoubtedly develop an overall strategy for the District and seek to address some of the differing needs and geographical characteristics of the three differing sub-areas within its Plan Area, the Kirdford Parish Neighbourhood Development Plan seeks to provide detailed policy requirements for decision making which addresses the more local sustainability issues within its Neighbourhood Plan Area, whilst remaining in 'general conformity' with the existing Local Plan and the emerging Local Plans of CDC and the SDNP.

The policies presented in each section have been developed to relate back to the overall local issues and objectives identified by the community within the Plan. The policies presented provide the detail for an overall strategy to guide planning management of proposed development in the Plan Area. They cover and provide for the subjects identified as an important issue by Kirdford Parish residents and seek, together with the Action Plan, to deliver their vision for achieving sustainable development within the Plan Area over the term of the plan. Each policy is introduced with an expression of the 'Intention' of the policy wording and its 'Reasoned Justification' is provided to explain why it was required, together with 'Conformity Reference/s' as appropriate to guide the reader to the evidence or conformity with the NPPF and other policy.

## 3.1 Overarching Policies

### General Policy SD.1: The Presumption in Favour of Sustainable Development

#### Intention

The intention of this general policy is to indicate the overall support for development that is sustainable within the community, and that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework.

### General Policy SD.1: The Presumption in Favour of Sustainable Development

When considering development proposals within the Kirdford Neighbourhood Development Plan area, the Local Planning Authority will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will always work proactively and jointly with applicants in order to find solutions that enable proposals to be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the Plan Area.

Planning applications that accord with the policies in this Plan (and with policies elsewhere within the development plan) will be approved without delay, unless material considerations indicate otherwise.

Where there are no policies relevant to the application, or relevant policies are out of date at the time of making the decision, then the Council will grant permission unless material considerations indicate otherwise – taking into whether:

- Any adverse impacts of granting permission would significantly and demonstrably outweigh the benefits, when assessed against the policies in the National Planning Policy Framework taken as a whole; or
- Specific policies in that Framework indicate that development should be restricted.

Informative: In the context of Kirdford, sustainability is particularly relevant with regard to:

- A place that has character and identity with both connections to the past and a vision for the future.
- A range of homes that respond to people's needs, both now and in the future.
- A range of infrastructure and community facilities designed to offer something for everyone, from young to old, with appropriate capacities.
- Jobs available locally, so people can choose to work in their neighbourhood as well as live there.
- Interesting and imaginative buildings and spaces that reflect the evolutionary development of the built environment and social activity of the community.

#### Reasoned Justification

This policy incorporates key principles from the NPPF (including paragraphs 6-10, 14, and 17) and from the CDC Local Plan 1999. This policy will underpin the approach that the Kirdford

Parish Council and the Local Planning Authority will adopt in delivering Sustainable Development in the Plan Area and in determining planning applications. It is justified from the evidence base gathered in support of the Kirdford Parish NDP. Sustainable development meets the needs for housing, employment and recreation whilst protecting the environment.

*Conformity reference: NPPF paragraphs 6-10, 14 and 17 and the saved policies of the CDC Local Plan 1999 (updated 2012 to conform to the NPPF2012).*

*References: Details of Kirdford's growth over the last 20 years can be found in the "Village Design Statement, section 8.3.2 A short description of the village today – people/economics/prospects" page13-14. National Census, 2001 and 2011.*

## **Policy SDNP.1 - Development in the Neighbourhood Plan Area that lies within the South Downs National Park**

### **Intention**

To ensure new development is in keeping with the context of the landscape and settlements of the South Downs National Park.

### **Policy SDNP.1 - Development in the Neighbourhood Plan Area that lies within the South Downs National Park**

Any development in the Neighbourhood Plan Area that lies within the South Downs National Park Area shall be in accordance with the policies of the NDP and with the South Downs National Park Planning Authority's fundamental roles to ensure that the two purposes of National Park designation are achieved. These purposes, set out in the Environment Act 1995, are to:

- Conserve and enhance the natural beauty, wildlife and cultural heritage of the National Park; and
- Promote opportunities for the understanding and enjoyment of the National Park's special qualities by the public.

In pursuing these purposes, the Authority also has the duty to:

- Seek to foster the economic and social wellbeing of local communities within the National Park.

Development should also have regard to emerging National Park planning documents and strategies.

### **Reasoned Justification**

Approximately 30% of the Parish of Kirdford is within the South Downs National Park. National Parks are recognised as landscapes of exceptional beauty, which have been shaped by nature and the communities living in them. The South Downs Integrated Landscape Character Assessment (2011) provides information on the landscape character of the National Park.

In accordance with the National Planning Policy Framework, development should be focused on small-scale proposals that are in a sustainable location and well designed. If there appears to be conflict between the two National Park purposes, greater weight should be given to the purpose of 'conserving and enhancing'. Proposals will be supported which address the socio-economic interests of communities within the Park, providing this does not conflict with the Park Purposes.

The National Park Authority has adopted the Management Plan. The Management Plan is the overarching strategic document for the National Park and is intended to guide the actions of the Park Authority and its partners. Land-use planning policies will be included in the National Park Local Plan, which is expected to be adopted in 2017.

## **Policy SDNP.2 – Setting of the South Downs National Park**

### **Intention**

To ensure development in land adjoining the South Downs National Park does not detract from the enjoyment of the National Park's special qualities by the public.

### **Policy SDNP.2 – Setting of the South Downs National Park**

Development (including rural exception sites) within land adjoining the SDNP that contributes to the setting of the Park will only be permitted where it enhances and does not detract from the visual qualities and essential characteristics of the National Park, and in particular should not adversely affect the views into and out of the Park by virtue of its location or design.

Assessment of such development proposals should have regard to the South Downs Management Plan and emerging National Park planning documents and strategies.

### **Reasoned Justification**

The area of the Parish adjacent to the South Downs National Park makes a contribution to the setting of the Park and enjoyment of its special qualities. Outside the Park boundaries, light pollution, noise and development could have a harmful impact.

## **3.2 Environmental Management Policies**

### **Policy EM.1: Management of the water environment**

#### **Intention**

The Parish Council has been actively seeking to have a regular Management Plan implemented for the last three years or more, by way of consultation with landowners, the EA and WSCC. Whilst this has in certain cases resolved some reactive action to localised flooding considered dangerous to traffic it has not succeeded in achieving a longer-term solution. The current regular flooding of roads caused by poor or no maintenance of verges and ditches is considered a possible constraint for future development, and this policy seeks to mitigate such potential constraint.

#### **Policy EM.1: Management of the water environment**

All new developments will need to demonstrate that they have a site specific flood risk assessment, which shows that the risk of flooding both on and off site is minimised and managed.

Unless it can be demonstrated that any of the measures below are unreasonable, unnecessary or would impact on the viability of the scheme, developers should demonstrate that the proposals:

- Are supported by a sequential, risk-based approach to the location of the development, in order to avoid possible flood risk to people and property; as well as setting out measures to manage any residual future risk.

- Help mitigate and adapt to climate change and alleviate increased vulnerability to the range of impacts arising from climate change.
- Incorporate proportionate and appropriate pollution control measures to prevent adverse impacts on the water environment.
- Are in line with Environment Agency practice note GP3 “Groundwater Protection: Principles and Practice”; include SUDS as the first method of surface water disposal. Connection to the surface water sewer should only be used as a last option; and

Where either SUDS is not feasible/appropriate or if the development is of a size and nature that will likely exacerbate existing drainage issues elsewhere within the Plan Area, an appropriate payment towards off-site drainage and water run-off management will be required.

### Reasoned Justification

The maintenance of verges, ditches and culverts are integral to the general upkeep, durability and wellbeing of the Parish roads and country lanes, as well as preventing water pooling on road surfaces and general flooding. Previous Government policies and current national economic constraints have resulted in a lack of maintenance being provided in this regard. As a consequence, regular flooding is occurring, including flooding of roads that results in dangerous and/or limited vehicle access to/from or within the Parish. It is important that an annual maintenance programme that includes the cutting of verges and clearance of ditches and culverts is maintained, to ensure safe and consistent access to the village all year round.

Whilst the LPA normally dealt with such requirements by way of Planning Conditions set out in the planning permission after consultation with the Environment Agency, such process has not reduced the recurrent harmful impact upon the highway infrastructure essential to sustainable growth. The community therefore considers it reasonable that any development increases the natural permutation of rainwater into the soil and reduces the load on the ditch network. Furthermore, that an appropriate financial contribution to cover the cost of maintenance of the Parish area rainwater dispersal system is justified. Or alternatively that the development proposals provide for the requisite volume of rainwater harvesting and recycling within the site area.

## Policy EM.2 – Nature Conservation Sites

### Intention

The Parish Council and community have embraced the Sussex Wildlife Trust’s West Weald Landscape Project, with a number of residents actively planting trees and hedges on their land. The local wildlife and landscape, accessible by footpaths, is considered to be a valuable resource and key to underpinning the development of tourism in the area. A third of the Parish lies in the South Downs National Park

### Policy EM.2 – Nature Conservation Sites

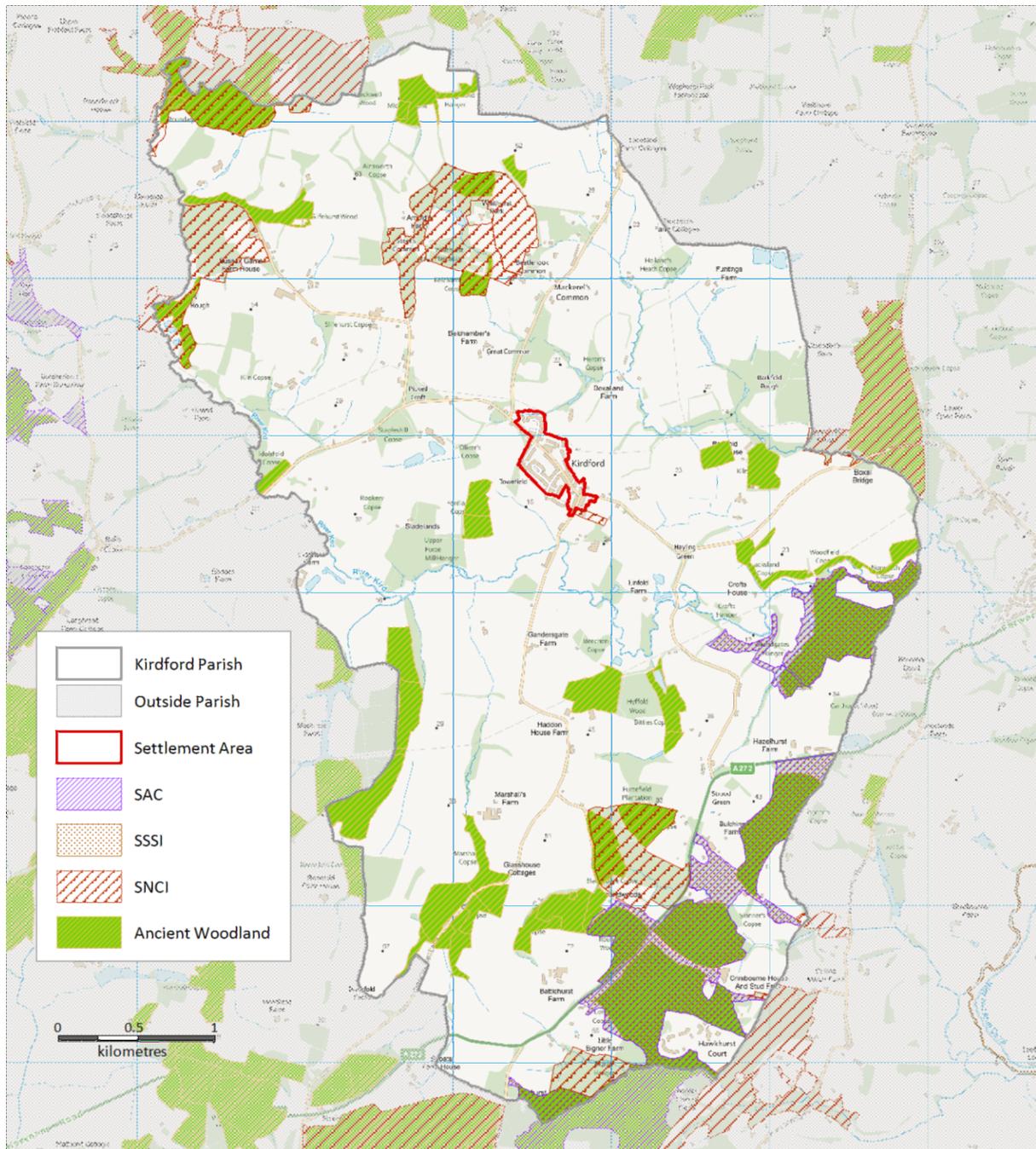
*Development within the Plan Area will be refused unless it can be demonstrated that any proposal will conserve and enhance designated or potential special protection areas, designated or candidate areas for conservation, Sites of Special Scientific Interest (SSSI) and nature reserves. The level of protection to be commensurate with their status.*

Guidance Note: The legally protected species in the Ebernoe and Mens SACs, including Barbastelle bats and other species, use areas far beyond the boundary of the designated sites.

Specific applications should be conditioned to undertake ecological surveys as applicable where potential species habitat are identified, and appropriate mitigation measures provided.

Conformity reference: National Planning Policy Framework 2012 – Section 11. Conserving and enhancing the natural environment. Subject to principles set out in paragraph 118. CDC Saved Local Plan Policies RE7 & RE8.

Illustration 5: Map of nature conservation-related sites in Kirdford Parish



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### Reasoned Justification

Kirdford Parish area forms part of The West Weald Landscape area and the settlement area is situated centrally between Chiddingfold Forest (AONB), Ebernoe Common (SAC) and The Mens (SAC). This forms an area that is internationally important as one of the most wooded landscapes in Britain. It is a rare example of a natural forest ecosystem inhabited by rare and legally protected wildlife species, and a living historic landscape dating back to pre-medieval times – forming an island of tranquillity in the built-up South East.

*References: Kirdford Parish Sustainability Statement, “Sustainability Context, pages 19-29, “Summary of Key Issues, page 34.*

## Policy EM.3 – Conserving and enhancing the historic environment

### Intention

The community considers that protecting and enhancing the character and appearance of all buildings of architectural and historic interest and their settings is paramount in order to preserve the character of the area. Preservation and enhancement through management of sustainable growth is at the core of the NDP social, economic and environmental objectives.

The historic hub of the village is considered an essential part of the NDP, which seeks to maintain its historic hub and augment it with a social and economic hub, bringing a planned and identifiable integrity to the evolution of the recent and planned growth of the village.

### Policy EM.3 – Conserving and enhancing the historic environment

*The historic environment within the Plan Area will be conserved and enhanced through positive action.*

*The significance of designated heritage assets, including nationally protected listed buildings and their settings, archaeological sites and conservation areas and their settings, as well as undesignated heritage assets (including locally listed buildings), will be recognised and they will be given the requisite level of protection.*

*Development proposals which conserve and enhance a heritage asset will be supported where this is clearly and convincingly demonstrated by way of an assessment of the significance of the asset or its setting.*

*The sustainable re-use, maintenance and repair of listed buildings and other heritage assets will be supported. Particularly for those identified as being at risk. In conservation areas, the built form will be conserved and enhanced and there should be no net loss of trees. Physical improvements to conservation areas should be linked to the objectives contained within the Kirdford Village Design Statement, the Kirdford Conservation Area Appraisal and Management Proposals and the accompanying Townscape Analysis Map where appropriate.*

*Development proposals should seek to maintain local distinctiveness through the built environment, in terms of buildings and public spaces – and enhance the relationships and linkages between the built and natural environment.*

### Reasoned Justification

The Plan Area has a rich historic built environment and landscape. A full description of this and a list identifying Listed Buildings (VDS Appendix 2) within the Plan Area is set out in the Village Design Statement and other core evidenced documents.

The high quality of the special architectural and historic character and appearance of the area within the Conservation Area are described in the Village Design Statement and CDC Conservation Area designation report; demonstrating why the area warrants special attention in managing proposals to ensure they preserve or enhance its characteristics.

*Conformity reference: National Planning Policy Framework 2012- Section 12 conserving and enhancing the historic environment. Chichester District Local Plan- 'Saved Policies BE4, BE5 & BE6'.*

### 3.3 Community Development Policies

#### Policy CP.1 – The use of s106 Agreements and CIL to support community development

##### Intention

This policy provides for creating the opportunities to extend existing or provide new Community Facilities, including Healthcare, Education and Community Recreation facilities, in part or in whole, adjoining the existing SPA. This includes the development of not-for-profit housing of appropriate number to make the overall proposals viable. Development of such facilities is considered an essential as part of this Plan's objective to deliver sustainable growth in the Plan Area.

##### Policy CP.1: The use of S106 Agreements and CIL to support community development

*Any planning applications for new development within the Plan Area must demonstrate how they can contribute towards the delivery of community development. This may be through contributions via a section 106 agreement or through payment of any future Community Infrastructure Levy.*

*Provision towards community development, either through direct provision of new facilities or through financial contributions, will be expected from all development subject to the guidance set out in the National Planning Policy Framework including the ability for development to be delivered viably.*

*Any contribution secured as a result of development within the Plan Area shall be prioritised towards the delivery of the following targeted community objectives wherever possible. If any unilateral undertaking is proposed to directly deliver any of the objectives set out below, the acceptability of any scheme must first be agreed in writing by the Parish Council. Otherwise, it is intended that the Parish Council will prioritise any general financial contribution to contribute towards the following (Text in brackets refers to corresponding Action Plan objective):*

- *New combined Village Sports Field with provision for senior and Junior football, cricket, stool ball and two hard surfaced tennis courts, along with ancillary facilities including access and parking provision. (Community wellbeing projects 2, and 8)*
- *New Community Centre including:*
  - *Village Meeting Hall facilities (community wellbeing 6)*
  - *Sports Changing facilities (community wellbeing 6)*
  - *Social Club facilities (community wellbeing 6, business and social enterprise 4 and 5)*
  - *Health Day Clinic*

- *Warder/Manager's Flat (countryside and environment 1)*
- *Improvements to Townfield/Cornwood car parking and landscaping. (roads and transport 5)*
- *Upgrading children's play area and equipment at Butts common. (countryside and environment 3, community wellbeing 2)*
- *Public parking and SUDS pond at Butts Common.(community wellbeing 2)*
- *Community allotments and/or farm with orchard and appropriate storage facilities and parking.(countryside and environment 5)*
- *Extending Kirdford Village Stores to increase café area and storage provision, and enhancing the external picnic area and parking. (business and services projects 4)*
- *Improving and enhancing existing footpaths for all weather conditions and use by elderly, disabled and young mothers.(roads and transport 6)*
- *Procuring land and building range of Lock-up Retail Workshops located at the village commercial hub (business and social enterprises 2)*
- *Any other infrastructure requirements listed in the Kirdford Action Plan, to be found at Section 5 of this Plan (subject to continual update).*

*The extent that new development can help deliver any of the objectives set out in the schedule above will be a key material consideration when determining any proposals in the Plan Area, and should be considered against the broader objectives set out within Policy SD.1 of this Plan.*

### **Reasoned Justification**

Insufficient development land exists within the existing Settlement Plan Area (SPA) to wholly provide for new or extended Community Facilities, including Healthcare, Education and Community Recreation facilities considered a prerequisite for future sustainable growth in the Plan Area. Having previously delivered its community-owned Kirdford Village Stores (Current t/o £500,000 p.a.) and raising £250,000 to fund the land purchase, redevelopment and opening, the Parish Council has established a Community Land Trust to manage delivery of the Plan's objectives. It considers that its skill set to manage the development process, together with contributions from s.106 monies as part of the total funding required, will enable delivery of its proposals. Landowners have been involved and are supportive of the proposals contained in the Plan.

*Conformity reference: National Planning Policy Framework 2012 – Section 3. Supporting a prosperous rural economy – refer paragraph 28 Promote the retention and development of local services and community facilities in villages.*

## Policy CP.2 – The Village Commercial Hub

### Definition of Lock-up Retail Units

A Lock-up Retail Unit consists of a small single storey retail/workspace (35- 50M<sup>2</sup> in area with working ceiling height of 3m), with or without washroom facilities, being of detached, semi-detached or terraced construction.

Lock-up Retail Units are suitable for small businesses and start-up premises. They are commercial premises, but limited to Use Classes A1, A2 and B1

A Lock-up Retail Unit shall be rated as business premises for payment of business rates.

Each Lock-up Retail unit shall have provision for 1 car parking space per unit and appropriate provision for commercial refuse storage.

### Intention

The NDP's objective for sustainable growth seeks to create a balance between social, economic and environmental roles. For example, it considers the role of creating economic growth in an isolated and rural area equal to the provision of affordable housing; as a balance between the two is interdependent. Using this basis, this policy seeks to guide applicants and those managing planning applications of the need to offset small commercial development against affordable housing needs. This is because access to local jobs is a prerequisite to social wellbeing, where access to public transport is constrained. In considering development applications, both needs must be balanced whilst also ensuring the environmental role is not compromised.

### Policy CP.2 – The Village Commercial Hub

*Within the area identified as the village commercial hub on the proposals map, small-scale commercial development consisting of Lock-up Retail Units (Use Classes A1, A2 and B1) will be supported where the following can be demonstrated:*

- *The development is in keeping with the scale of the village and other businesses elsewhere within the village hub.*
- *The proposed use will not give rise to detrimental impact on local residential amenities as a result of either intended or unintended consequences.*
- *The proposal will not generate significant amounts of traffic and a need for parking that cannot be adequately catered for, either by the existing infrastructure locally or through mitigation by the development itself; and*
- *The proposal will not have a harmful visual impact on either the core of the village or the adjacent open countryside as a result of inappropriate design or signage.*

### Reasoned Justification

The provision of Lock-up Retail/Workshop Units within urban development is common and a financially sustainable commercial model. It is considered that in appropriate rural settlement areas, such units would be equally beneficial in facilitating start-up businesses and helping to stimulate economic growth. The site identified in the NDP (Proposal 9a) is located adjoining Kirdford Village Stores, a successful community-run retail facility that attracts high footfall and tourist visits. The amount of floor space for individual units within a cluster must be carefully

considered and specified, in order to ensure that the opportunity for small ‘nursery’ business start-up and growth can be accommodated.

*Conformity reference: NPPF core principles – achieving sustainable development paras.6-10 & 28 –Supporting a prosperous rural economy.*

## 3.4 Housing Policies

### Definition of ‘local’

*To inform the Affordable Housing policies*

*“Definition of Local for the purposes of identifying need in the Kirdford Neighbourhood Plan (note: the list below represents the broadest criteria to be used by the LPA to **identify** need as part of either the RSL or Parish (in the instances of market housing) register. An enhanced set of criteria will be used by the LPA to **allocate** any affordable units delivered in the Plan Area).*

*When applied to general affordable housing the requirements of the following can be used to assess ‘local need’:*

- *An individual/at least one adult member of a couple or family unit seeking an affordable dwelling who has either lived or worked (at least 20 hours per week, either paid or unpaid) continuously in the Plan Area for at least the last 12 months.*
- *An individual/at least one adult member of a couple or family unit seeking an affordable dwelling who has a family member (defined as grandparents, parents, siblings or children of the applicant) that currently live in the Plan Area and have done continuously for the last five years or more.*
- *An individual/at least one adult member of a couple or family unit seeking an affordable dwelling who was demonstrably forced to move away from the Plan Area due to a previous lack of affordable housing.*

*In addition, when applied to exception sites:*

- *An individual/at least one adult member of a couple or family unit seeking an affordable dwelling who has lived in the Parish continuously for at least the last six months.*

### Reasoned Justification

Local housing need changes on a regular basis and require the maintenance of a Housing Register to identify “current” need. Kirdford Parish Council are establishing their own Housing Register to track demand for affordable housing in the Parish area. They work in collaboration with CDC Housing Team, who maintain a district-wide Housing Need Register and manage the Affordable Housing Allocation programme, ensuring that such need is regularly monitored to guide the type and mix of new housing development in the Plan Area.

*Conformity reference: CD.001 & CD.002 and CD.2a that identifies the local need in June 2003.*

## Policy H.1 – Local occupancy conditions for affordable housing

### Intention

This policy seeks to ensure that where affordable housing or live/work units are developed to meet the locally identified and evidenced needs, it shall as far as reasonably possible be required to meet the proven needs of local residents and thereafter be retained for local

occupancy, unless it can be satisfactorily demonstrated that the local occupancy need no longer exists.

### **Policy H.1 – Local occupancy conditions for affordable housing**

*In the event of applications for new housing within the Plan Area (including affordable and Work/Live Units), the needs and access of local people to a range of housing will be reinforced wherever appropriate through the inclusion of a local occupancy clause. This is by way of legal agreement in the instance that all of the following criteria are met:*

- *Where there is clear, robust and up-to-date evidence of local need for the property type, size or tenure proposed.*
- *Where the proposal remains financially viable following the application of the clause.*
- *Where the intended end user (for example if the scheme is self build) satisfies the local connection criteria, ensuring that acceptable development remains deliverable.*

*For developments of two or more dwellings within the SPA, an occupancy condition may be applied to only a proportion of the proposed dwellings, provided that all of the criteria continue to be met.*

*On rural exception sites (and individual dwellings, excluding one for one replacement buildings elsewhere outside the SPA), or wherever a scheme including affordable housing is justified primarily by locally identified need, the application of a local occupancy clause will be expected in perpetuity, without the requirement for further justification.*

### **Reasoned Justification**

This policy protects affordable housing or other development such as live/work units provided in accordance with the NPPF and the Extant Policies of the CDC Local Plan to meet local needs. This policy is therefore consistent with the overarching policies and is justified in terms of evidence gathered as to local needs.

Local affordable housing needs change on a regular basis. Therefore the maintenance of a Housing Register is required to identify “current” need. Kirdford Parish Council are establishing their own Housing Register to track demand for market housing in the Parish area. They work in collaboration with CDC Housing Team, who maintain a district-wide Housing Need Register. The CDC Housing Team also manage the Affordable Housing Allocation programme, ensuring that such need is regularly monitored to guide the type and mix of new housing development in the Plan Area.

*Conformity reference: CD.001 & CD.002 and CD.2a that identifies the local need in June 2003. CDC Housing Services records demonstrate that historical and future demand of district-wide housing types continues to favour 1-2 bedroom units. This is consequential of the local demographics, which highlight that 1/3rd of residents are over 65 years old, and the figure is increasing; and that there is an on-going and ever-increasing shortfall of housing for the elderly and young people in the district. This is reflected in Kirdford Parish. Coastal West Sussex Strategic Housing Market Assessment 2012 (SHMA). CDC Draft Local Plan Key Policies- Preferred Approach Consultation document 2013, page 155-para.17.13.*

### **Policy H.2 – Housing for Older People**

#### **Intention**

By encouraging the provision of housing for older people in the Plan Area, the existing housing stock mix should be able to better satisfy the general housing demand for property from local people, especially young and larger families. This is because providing alternative and smaller housing for the elderly to move into thereby releases existing larger housing stock.

### **Policy H.2 – Housing for Older People**

*In specific cases anywhere within the Plan Area where an individual dwelling is proposed to directly accommodate a person/persons over the State Retirement Age (or for a person who requires specialist housing by virtue of personal incapacity or impairment) these proposals will be supported where the following criteria are met:*

- *The dwelling meets the needs of an identified older local person in affordable housing need.*
- *The dwelling allows the release of an additional dwelling within the Plan Area into the market or for transfer to a family member.*
- *The affordable dwelling is secured for local occupancy in perpetuity by way of a S106 legal agreement; and*
- *The dwelling accords with all other policies within the development plan.*

### **Reasoned Justification**

Kirdford Parish has a high proportion of older people, and 41% of survey respondents live in social or owner-occupied housing of a larger size than meets their requirements. However, when these local households need to downsize into smaller and more specialised housing, there is a lack of affordable housing for the elderly available in or adjoining the existing Settlement Policy Area. Planned new provision of specialist affordable housing for the elderly will increase suitable accommodation threefold. For obvious reasons of access etc elderly persons affordable housing development location should be prioritised within or adjoining the SPA.

*Conformity reference: CD.001 & CD.002 and National Census 2001 & 2011. Coastal West Sussex Strategic Housing Market Assessment 2012 (SHMA). CDC Draft Local Plan Key Policies- Preferred Approach Consultation document 2013, page 155-para.17.13.*

### **Policy H.3 – Agricultural occupancy conditions**

#### **Intention**

To retain existing agricultural or forestry workers' dwellings in the long-term, by providing for interim alternative use that avoids such existing tied housing reverting to market housing.

#### **Policy H.3 – Agricultural occupancy conditions**

*Applications seeking the removal of agricultural occupancy conditions in the Plan Area will not be permitted to do so, unless the unit has been subject to unsuccessful marketing of its current use over a period of 12 months. The acceptable scope of the marketing exercise is detailed as an informative attached to this policy.*

*In the event that it can be demonstrated that there is no longer a need for the dwelling in its current use, and if it can be reasonably demonstrated to the satisfaction of the Local Planning Authority that there is unlikely to be a renewed need during the remainder of the plan period, then the removal of the condition will be deemed acceptable.*

*First preference will then be to make the unit available as an affordable dwelling, unless it can be demonstrated that a unit of this type would be unviable, unsuitable or unnecessary at the location. Otherwise, the release of the unit onto the open market will be deemed acceptable as a last resort.*

*Informative: The acceptable scope of the marketing exercise required to demonstrate the need of rural worker housing will comprise:*

- *An independently corroborated statement from a local land agent demonstrating that there is no longer the immediate requirement for a unit of this type within a suitable catchment.*
- *The marketing of the property at no more than 70% of deemed open market value.*
- *Advertisements in both the local press and at least one relevant national agricultural publication for a period of 12 months; and*

### **Reasoned Justification**

The local business survey (CD.007) indicates that a level of activity related to agricultural and forestry occupations have been retained in the area. Although a number of those so employed reside within the main settlement area for reasons of access to affordable housing, and because of a loss of agriculturally tied housing in the area. The policy provides for the retention of existing tied agricultural and forestry workers' dwellings to be retained, with or without a connection to the immediate land they are sited upon. This is an essential way, in the long term, of maintaining the existing provision of such housing in the Plan Area. Without suitable provision of such housing maintenance of the landscape will not be viable.

*Conformity reference: CD.007 & CD.008. NPPF- Para. 55 “the essential need for a rural worker to live permanently at or near their place of work in the countryside”*

## **Policy H.4 – Work/Live Units**

### **Definition of ‘Work/Live’**

*To inform new Policy H.4*

*Work/Live Units should comprise an element of workspace with an ancillary living space, to be occupied by the same user as his primary residence.*

*Work/Live Units should contain a split in net floor space of not less than 30% dedicated to the ‘work’ element.*

*Work/Live Units shall contain no more than three bedrooms and a total of three habitable rooms. (Habitable rooms exceeding 20M<sup>2</sup> are counted as 2 habitable rooms).*

*Work/Live Units should have a minimum functional workspace of 40M<sup>2</sup> and a minimum residential element of no less than 35M<sup>2</sup> to achieve a suitable form of development.*

*On qualifying sites, Work/Live Units should incorporate the percentage of affordable and intermediate units, in line with Chichester District Council’s Interim Affordable Housing Policy requirements (and subject to the provisions of other policies within the development plan).*

*Each Work/Live Unit should have either a maximum of 2 car parking spaces per unit or such number as identified by use of the ‘WSCC Parking calculator’, whichever is the*

*greater. Also, appropriate provision of household and commercial refuse storage together with cycle parking/storage.*

*Work/Live Units where both the work and the residential accommodation are within a single building shall normally be expected to demonstrate separation of use through the provision of the workspace at ground level with a minimum ceiling height of 3M. Work/ Live Units shall provide separate external access to the 'Work' and 'Live' areas. Work/Live proposals that comprise a separate standalone work unit within a single curtilage will ensure that the scheme is arranged to allow primary access to the work element from a public highway.*

*Work/Live Units will be liable for Council Tax on the residential element of the property and for payment of Business Rates on the workspace element, regardless of whether the work element is vacant or underused.*

*Work/Live Units are regarded as 'Sui Generis' with no permitted change to an alternative use without the need for planning permission.*

*A Person or persons seeking to purchase or rent a Work/Live Unit shall be required to provide evidence of owning or managing a business, professional service or be self-employed.*

### **Intention**

The intention of this policy is to ensure that where Work/Live Units are proposed, and if they are to be permitted, that Work/Live Units do not give rise to unacceptable impacts on the amenity of nearby residential occupiers.

### **Policy H.4 – Work/Live Units**

*The introduction of Work/Live Units (Sui Generis Use Class) incorporating A2 or B1 or in exceptional circumstances small-scale B2 or B8 uses is considered beneficial in providing sustainable growth within the Plan Area and will be supported wherever possible if it can be determined that there is an up to date local need. This includes the extension of existing residential properties where they are in accordance with policies elsewhere in this Plan.*

*Where proposals for such units are to be located near to existing housing or sites allocated for new residential development, any proposals that will give rise to any of the following without the ability to provide sufficient mitigation, will be refused in the interests of protecting residential amenity:*

- *Excessive noise associated with the general operation of the premises, including visits by the general public.*
- *Excessive noise caused by any industrial processes on the premises.*
- *Disturbance caused by excessive traffic movement to and from the premises and/ or the likelihood of instances of illegal parking.*

*In the instance that a small-scale B2 or B8 use is proposed and satisfies the tests set out above, it would need to additionally demonstrate that it would not comprise any open yard storage or working or processes likely to emit fumes or odours that cannot be adequately dealt with by suitable extraction equipment.*

### **Reasoned Justification**

This policy will underpin the approach that Kirdford Parish Council will adopt for the delivery of such units and the determination of planning applications in the Plan Area. It is justified by the evidence base and by the need to control the use of such units and thereby mitigate potential

impacts. As Work/Live Units are a mixed use comprising residential and non-residential uses. It is essential that such proposals demonstrate that they do not give rise to detriment to amenity.

Work/Live Units are a nationally growing type of dual use residential/workspace, and have an existing presence in the Plan Area. Although most local examples represent the conversion of existing buildings, such as garages and outbuildings, into office, workshop and storage space. The units reflect the change in working patterns nationally in the private and even public sectors, and the growth of home working, self-employment and small businesses start-ups. New developments incorporating Work/Live Units are becoming more common, achieving their sale prices and benefiting from quick sales underpinning their financial viability and demand. The Parish Council's Community Land Trust will work with and look to assist Registered Providers with the funding for provision and delivery of such 'affordable housing units'.

*Conformity reference:* NPPF core principle "1. Building a strong, competitive economy"; paras 17, 18-22, 28 & support 30. Details of Work/Live Units [www.liveworknet.co.uk](http://www.liveworknet.co.uk) and examples and sales site [www.liveworkhomes.co.uk](http://www.liveworkhomes.co.uk)

## Policy H.5 – Extension of existing Rural Dwellings

### Intention

The rising market value of large dwellings in the Plan Area has driven a high rate of large extensions, permitted under an outdated Local Plan Policy - RE14. This is resulting in a corresponding loss of smaller and more affordable dwellings to the detriment of locally employed people and the characteristics of the local landscape. This policy seeks to retain an appropriate mix in size of housing stock in the rural areas.

### Policy H.5 – Extension of existing Rural Dwellings

*The extension of existing residential properties beyond what is allowed by way of permitted development rights may be refused if it is considered by the Local Planning Authority that it would increase the size of the dwelling to the extent that it may further any imbalance, on a cumulative basis, in the supply of smaller dwellings in the Plan Area, with a likelihood of exacerbating housing need over the plan period.*

*Otherwise, it must also be demonstrated that any residential extension complies with policies elsewhere within the development plan.*

### Reasonable Justification

To preserve the remaining essential characteristics of dwellings set in the important historical landscape of the rural areas in the Neighbourhood Plan Area, much of which has been lost by way of overdevelopment, and to retain an appropriate mix in size of housing stock in the rural areas.

*Conformity reference:* NPPF; paras 50 & 54 and CD-029 Kirdford Parish Loss of Small Dwellings.

## 3.5 Design Standards Policies

### Policy DS.1 – New development on unallocated sites

#### Intention

The intention of this policy is to secure development that does not result in detriment in the context of design, character and appearance, and landscape setting. Scale of development is contextually relevant to sustainable growth. This is especially significant in rural locations

where the ability to absorb larger development is more constrained than in more urban locations with good public transport links. Planning policy and guidance recognises the principle of appropriate community facilities and infrastructure provision, and encourages growth in a sustainable manner. This requires comparative growth in community facilities, infrastructure and local employment opportunity. In the context of small rural villages, this places a requirement upon planners and developers to utilise appropriate timelines for staged growth of interdependent development. Namely, housing, schools capacity, employment, community facilities and infrastructure. Any development plan that ignores consideration of such stepped and progressive development in a small and rural area could reasonably be expected to place excessive and negative demand on the social, economic or environmental dimensions of sustainable development.

### **Policy DS.1: New development on unallocated sites**

*Any proposed housing development on unallocated sites will be supported in principle, provided it respects the character and rural scale of Kirdford village, is based on a detailed site and contextual analysis, and demonstrates an understanding of local character, subject to meeting the following criteria:*

- *The location is a sustainable site for development, as defined elsewhere within this Plan and the NPPF.*
- *There is an up-to-date and demonstrable need for the development to come forward in advance of other allocated sites elsewhere within the Plan Area, including need defined within other policies of this Plan.*
- *The development respects the rural character of Kirdford and is not out of keeping by way of scale, design or layout.*
- *The benefits of developing the site outweigh the disbenefits; and*
- *It accords with the full suite of policies elsewhere within the development plan.*

### **Reasoned Justification**

This policy incorporates key principles of the NPPF, including paragraphs 28 and 80. This policy will underpin the approach that Kirdford Parish Council, CDC and SDNP will adopt for the determination of planning applications for new development in the Kirdford Neighbourhood Plan Area. It is justified by the need to ensure that new development is sympathetic in terms of village scale, character and design and development density. Following 20 years of rapid growth there have been only two significant housing planning applications outside the SPA in Kirdford in the last eight years. Both were refused as being inappropriate for reasons of location, scale, design, layout and mix of housing type. This Plan seeks to guide future development in a positive way and on a sustainable phased basis. Regard should be paid to the Kirdford Village Design Statement which describes design aspirations for the Parish.

The contextual analysis of the site should consider how the development positively contributes to local character, including the landscape setting where appropriate. There is a need to sensitively manage new development within Kirdford Parish in recognition of its special character as a remote and tranquil part of the Western Weald. The specific features of the landscape and settlement pattern of the area are described in the relevant landscape character assessments prepared by the County Council, District Council and National Park Authority.

References: KPNP – Sustainability Appraisal, Human Population data, pages 30-32.

## Policy DS.2 – Encouraging Quality Design

### Intention

This policy is designed to provide clear guidance to those preparing proposals for development and those managing applications within the Plan Area.

### Policy DS.2 – Encouraging quality design

*All new development in the Plan Area will be required to meet the appropriate standards of design, construction, layout and local distinctiveness as set out within the Kirdford Village Design Statement and the principles set out as an informative to Policy SD.1 of this Plan wherever relevant.*

*Proposals throughout the Plan Area should be domestic in scale and sensitive to their rural setting. They should adopt design, materials and landscaping in keeping with the local vernacular unless an acceptably high standard of alternate or contemporary design can be demonstrated, enabling the development to accord with the aim of this policy as well as policies elsewhere within this Plan.*

### Reasoned Justification

In developing its Village Design Statement, the community recorded the architectural vernacular of the built environment and referenced typical existing elemental design details and materials. It also recognised the ability of and criteria for ‘modern’ insertions of sympathetic scale, harmonising materials, planting and respect for context and energy conservation – such design guidance being applicable to housing and commercial buildings.

*Conformity reference: National Planning Policy Framework 2012- Section7- Requiring good design; Kirdford Village Design Statement. Chichester District Local Plan – ‘Saved Policy BE 12’.*

## Policy DS.3 – Provision of Off-road Parking

### Intention

The NDP identified that provision of inadequate off-road parking in previous development results in severe problems of access and pedestrian safety, especially in a dark village setting. This policy seeks to guide applicants and those managing planning applications, to ensure that adequate provision is made in development proposals.

### Policy DS.3 – Provision of Off-road Parking

*Wherever possible, development proposals should include provision for adequate off-road vehicle parking spaces to facilitate unimpeded road access for other road users, including motor vehicles and pedestrians.*

*Proposals that do not demonstrate adequate off-road parking will not be supported in instances where the Local Planning Authority identify that additional on-street parking will be detrimental to highways safety or impede access for public transport, emergency vehicles or any other service vehicles. This policy applies to all proposals within the SPA as well as the wider Plan area.*

### Reasoned Justification

The reduction of Public Transport provision in the rural area has resulted in residents being more dependent on private vehicle transport. Such dependency requires appropriate parking

provision in developments both within the settlement area and equally in the wider Parish areas, where narrow lanes do not facilitate off-road parking without causing a safety hazard to other road users. Whilst development proposals should address the need for a reduction in reliance on the use of private vehicles wherever possible, in such circumstance where this is not viable appropriate on site provision to suit individual property shall be provided.

*Reference:* KPNDP- Proposal 16, Townfield and site layouts of recent developments in Kirdford, New Barn & Bramley Close.

## **Policy DS.4 – Local Fibre or Internet Connectivity**

### **Intention**

To support the objective of the NDP in the provision of good telecommunications and connectivity as a means of delivering sustainable economic growth.

### **Policy DS.4 – Local Fibre or Internet Connectivity**

*New development must demonstrate how it will contribute to and be compatible with local fibre or Internet connectivity. This should be demonstrated through a ‘Connectivity Statement’ provided for all planning applications. This policy aims to see new development connect to the Internet with a minimum symmetrical speed of 25Mbps and with realistic future-proof upgrades available. As a minimum, and subject to viability and deliverability in accordance with paragraph 173 in the National Planning Policy Framework suitable ducting that can accept fibre should be provided either to:*

- *Roads or footpaths within the development site.*
- *The public highway; or*
- *A community-led local access network; or*
- *Another location that can be justified through the connectivity statement.*

*Where possible and desirable, additional ducting should be provided that can also contribute to a community-led access network. Costs associated with additional works can be considered alongside affordable housing, or any other contributions in a viability assessment, submitted to the Local Planning Authority.*

### **Reasoned Justification**

The provision of good telecommunications is an important aspect of sustainable economic growth in the rural areas supported by Government-backed initiatives to provide good connectivity. It is considered that the provision of fibre optic connections is the most robust and future-proof method of delivering connectivity, and this should be the aim for all developments.

## **Policy DS.5 – Code for Sustainable Homes Standards in the Plan**

### **Intention**

This policy seeks to encourage reduction of energy usage and a contribution to increase the use and supply of renewable and low carbon energy within the Plan Area.

### **Policy DS.5 – Code for Sustainable Homes Standards in the Plan**

*All new housing (incl. Work/Live Units) within the plan shall comply with Level 5 as defined in the Code for Sustainable Homes and subject to viability and deliverability in accordance with paragraph 173 in the National Planning Policy Framework*

### **Reasoned Justification**

The Code for Sustainable Homes has been developed to enable a step change in sustainable building practice for new homes. The Code measures the sustainability of a home against design categories, rating the ‘whole home’ as a complete package. Those familiar with building regulations will recognise this as a major and welcome departure from current practice.

The design categories included within the Code are:

- Energy/CO<sub>2</sub>.
- Pollution.
- Water.
- Health and wellbeing.
- Materials.
- Management.
- Surface water.

The NDP evidenced local community support for reducing the impacts of energy use on climate change and for the provision of a supply of renewable and low carbon energy within the Plan Area. This policy could also help mitigate long-term energy price rises and fuel poverty. Kirdford Parish energy consumption and carbon emissions are significantly higher in the Plan Area than the wider district. See *KPNP - Sustainability Appraisal, Table 12, Domestic Energy Consumption, page 31*. For further information on consumers' views nationally see RIBA research on [www.withoutspaceandlight.com](http://www.withoutspaceandlight.com)

*Conformity reference: NPPF Section 10 – Meeting the challenge of climate change, flooding and coastal change. CDC Draft Local Plan Key Policies – Preferred Approach – Policy 41.*

## **3.6 Recreation Policies**

### **Policy R.1 – Local Green Space**

#### **Intention**

This Plan seeks to retain existing and provide for new and enhanced playing fields, recreational open space, allotments and children’s play areas in the community and Plan Area, on the basis that the new facilities are provided before existing facilities are affected by new development. Any public open space to be provided as part of the site specific policies in this plan shall be considered for designation as Local Green Space in a review of this plan if they meet the criteria in the NPPF.

#### **Policy R.1 – Local Green Space**

*Subject to the provisions of the NPPF, the following land as identified on the ‘NDP – Proposals Map’, will be designated as ‘Local Green Space’ due to its mixture of community, recreational, historic or environmental value:*

- *Kirdford Growers Green.*
- *Butts Common.*
- *Townfield – Central Square.*

- Land to east of School Court.
- Recreation Ground.

### Reasoned Justification

Existing Local Green Space is a recognised essential requirement for the health and wellbeing of residents and their preservation is an important social benefit. This policy seeks to assist the management of development applications that may impact on the same.

*Conformity reference: National Planning Policy Framework 2012- Section 8 – Paras. 70, 73, 75 - 78.*

## Policy R.2 – Public Rights of Way

### Intention

The NDP has an objective of maintaining and improving the connectivity of the footpath network within the Plan Area and linking it with the South Downs National Park's footpath network for the benefit of residents and visitors alike.

### Policy R.2 – Public Rights of Way

*Within the Plan Area, existing public rights of way and means of public access, provide a high level of amenity value, and will be protected, and where possible enhanced, by development. In the event that a Public Right of Way crosses a proposed development site, the proposal will not be supported unless it can be demonstrated to the satisfaction of the relevant local planning authority that either the current course of the right of way can be retained or that any diversion would not result in any adverse impact on residential amenity or the safety of the general public, or the enjoyment of the special qualities of the National Park by residents and visitors*

### Reasoned Justification

Public Rights of Way and other parts are an established means of providing access to the countryside. The local footpaths have historically evolved and are considered an intrinsic part of the area's historical characteristics. This policy seeks to preserve such historical characteristic and amenity. The South Downs National Park Authority has identified a set of seven special qualities tailored to the context of the National Park.

*Reference: CDC LA 100018803 map, Kirdford Parish map and Ordnance Survey –Explorer map 133 & 134.*

## Policy R.3 – Catering for Cyclists and Pedestrians

### Intention

To support the KPDP objective of encouraging walking and cycling within the settlement and Plan Area and enhancement of the public footpaths networks.

### Policy R.3 – Catering for Cyclists and Pedestrians

*Development proposals will be required to demonstrate that they include provision for safe access for cyclists and pedestrians and accommodate access and linkages to the network of local footpaths and cycle ways where such measures will likely lead to the reduction of the reliance on private cars and contribute towards the enjoyment of the special qualities of the National Park by residents and visitors.*

### **Reasoned Justification**

The NDP seeks to promote sustainable forms of transport, especially within the settlement and Plan Area, by encouraging walking and cycling – both of which are beneficial to public health and wellbeing. This policy seeks to guide applicants and those managing planning applications. The South Downs National Park Authority has identified a set of seven special qualities tailored to the context of the National Park.

*Conformity reference: National Planning Policy Framework 2012- Section 4: Promoting sustainable transport – Para’s 29, 32 & 35.*

## **Policy R.4 – Tourism Accommodation and Facilities**

### **Intention**

Tourism is an activity with potential for delivering economic growth in the Plan Area. This includes the provision of accommodation, as current demand appears to exceed supply. Visitors to the area can bring significant spend that can support existing businesses and deliver new jobs, one of the main objectives of the NDP.

### **Policy R.4 – Tourist accommodation and facilities**

*Sustainable tourism and leisure developments within the Plan Area that present a benefit to the economy of the Plan Area will be supported, providing they are of a nature and scale that respect the rural character of the Parish and that they make best use of existing redundant rural buildings or previously developed land wherever possible.*

*This support will be extended to the provision and expansion of tourist and visitor facilities, including uses incidental to the facility, in appropriate locations where identified needs are not met by existing facilities elsewhere within the Plan Area or adjoining Parishes.*

*Additionally, for any tourism or leisure developments proposed within the South Downs National Park, any relevant guidance provided by the English National Parks and Broads Vision and Circular, and the associated Case Studies detailing ‘Sustainable Tourism’ should be adhered to.*

*Any accommodation secured for short-term holiday lets; including chalets and caravans, should be restricted for leisure uses only. Such uses should then be protected in perpetuity until such time as it can be demonstrated that the need no longer exists for tourist accommodation, or that the use has become unviable – and that any alternate use accords with policies elsewhere within this Plan.*

*In the event that the proposal is in a location with heightened environmental sensitivity, including areas prone to seasonal flooding or adjacent to protected habitats, it may be reasonable to secure a management plan by way of condition to make the development acceptable.*

### **Reasoned Justification**

A prime objective of this NDP is to create sustainable growth and local employment by developing tourism and tourist accommodation in the Plan Area. This policy enables the appropriate development of such tourism accommodation.

*Conformity reference; National Planning Policy Framework 2012- Section3 – Supporting a prosperous rural economy. CDC Corporate Plan 2013, CDC Draft Local Plan Key Policies- Preferred Approach Consultation document 2013, pages 143-4, - paras.16.23-27.*

## Policy R.5 – Equestrian Facilities

### Intention

To encourage and support appropriate growth of equestrian facilities and activity in the Plan Area

### Policy R.5 – Equestrian Facilities

*Proposals within the Neighbourhood Area for development of, or associated with, equestrian facilities will be supported provided that it can be shown that the activity;*

- 1. Would not conflict with the Policies of the NDP and in particular:
  - i. Would not adversely affect areas of nature conservation importance.*
  - ii. Would not adversely affect the quality and character of the landscape; and*
  - iii. Would not result in irreversible loss of the best and most versatile agricultural land.**
- 2. Would not adversely affect the amenities or safety of local residents or other users of the countryside.*
- 3. Could be satisfactorily accommodated on the existing rural road network without the need for significant changes which would affect the character of the surrounding area.*
- 4. Where appropriate, is well related to the existing bridleway network or bridleway network submitted as part of the proposal, and that such network is capable of accommodating the additional activity proposed.*

### Reasoned Justification

Equestrian facilities and activity are established in the Plan Area. They help provide local employment and if managed in an appropriate way offer a benefit that has potential for growth without occasioning a detrimental impact. This policy seeks to provide for appropriate management of such potential growth.

*Conformity reference;* National Planning Policy Framework 2012- Section3 – Supporting a prosperous rural economy. CDC Draft Local Plan Key Policies- Preferred Approach Consultation document 2013, page 207, - paras.20.8 – 20.13.

## 3.7 Energy Policies

### Policy E.1 – Renewable Energy

#### Intention

To encourage and support the provision of small/domestic scale renewable energy provision within the Plan area.

#### Policy E.1 Renewable Energy

*Proposals within the Neighbourhood Area for development of, or associated with small/domestic scale renewable energy facilities will be supported, provided that it can be shown that the activity;*

1. *Would not conflict with the Policies of the NDP and in particular:*
  - i. *Would not adversely affect areas which are of nature conservation importance.*
  - ii. *Would not adversely affect the quality and character of the landscape; and*
  - iii. *Would not result in irreversible loss of the best and most versatile agricultural land.*
2. *Would not adversely affect the amenities or safety of local residents or other users of the countryside.*
3. *Could be satisfactorily accommodated on or close to the existing rural road network without the need for significant changes, which would affect the character of the surrounding area.*

#### Reasoned Justification

This policy supports the objective of Policy DS.5 and demonstrates the community's support for sustainability and green energy generation, as well as the NPPF support for renewables.

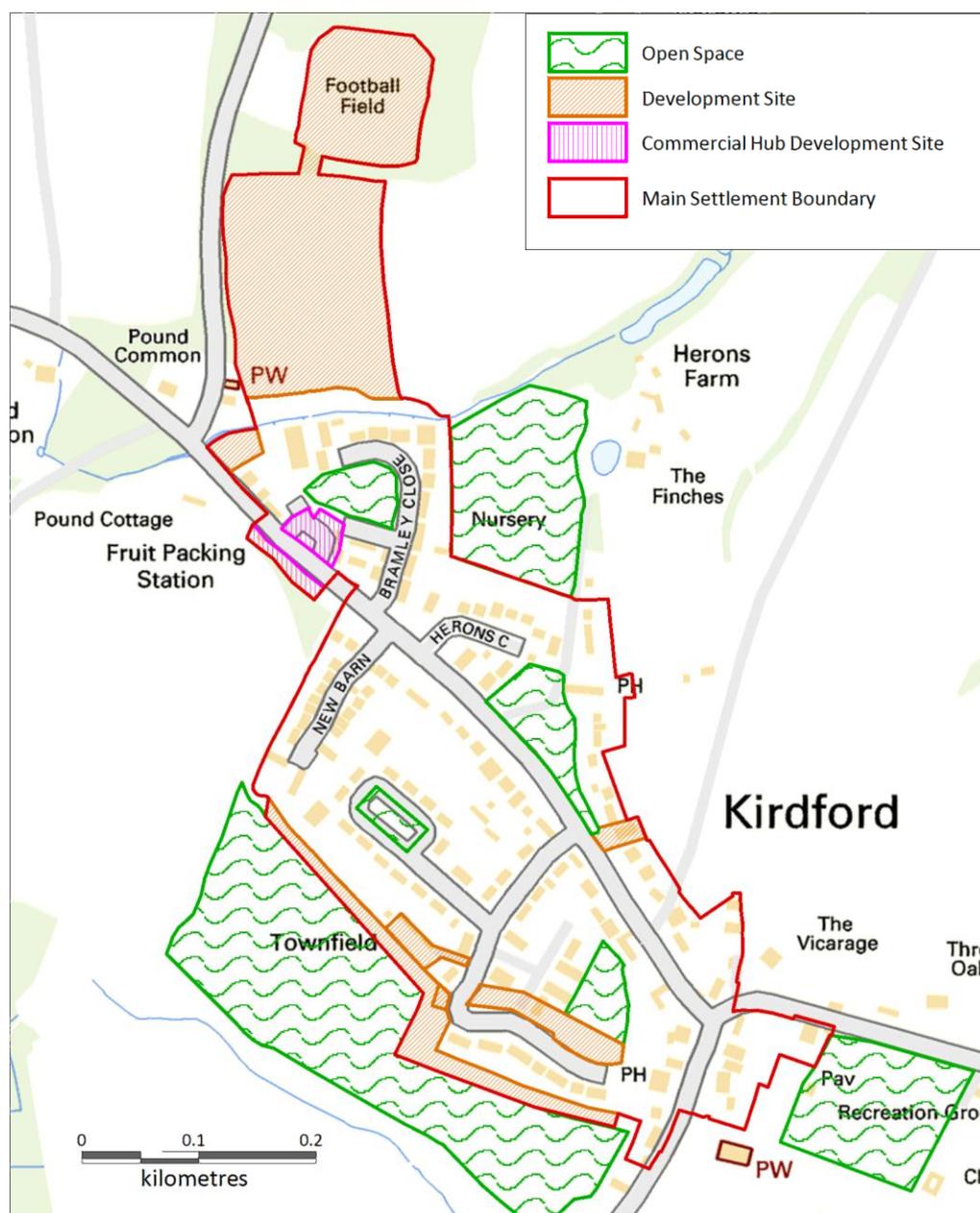
### 3.8 Site Specific Land Use Policies

This section sets out the site specific policies of the Kirdford Neighbourhood Plan. Each of the policies consists of three parts a land use policy, supporting text setting out the objective and intention and an indicative site layout. Planning applications will be determined against the land use policies only, the intention and objective text and the indicative site layouts set out the non statutory aspirations of the community.

The sites allocated below will together deliver a minimum of 61 dwellings, the maximum number of homes that can be accommodated will be calculated on a site by site basis. The calculations will take into consideration site constraints and Chichester District Local Plan Policy.

The sites designated for development or open-space are indicated on the KPNDP – Proposals Map.

**Illustration 6: Land use Development Proposals**



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## **Proposal 1 – Develop Site to North of Village as new Residential, and Workspace cluster**

### **Objective and Intention (non statutory community aspiration)**

- i. Develop the site to accommodate a mix of a minimum of 45 Private Residential units. The new development would include a percentage of affordable housing, which will help ease the difficulty of recruiting local workforce. Some of the houses could potentially have ancillary workshop space fronting onto a central access road with parking spaces.
- ii. The indicative layout shown contains homes of between 1- 2 storeys in height, with clear frontages addressing the new road/s. The new buildings will take their character from existing typologies within the village. The overall form of the development will be organic and traditional, with a skyline reflective of that found in the historic part of Kirdford. Clear public and private realms will be defined by the careful positioning of buildings, and a pedestrian-oriented environment will be created which will psychologically encourage drivers to slow down. This implied pedestrian priority will help provide a safer environment for children. A dedicated play area will be incorporated into the layout.
- iii. The new development will have a new, direct pedestrian link to the existing footpath network, through to Kirdford Village Stores.
- iv. To the north, the new central lane through the development will lead through to the existing football field (designated for potential future development), linked by a new central axial feature, such as an attractively designed picnic pavilion or folly.
- v. Landscaping of the development will respect the green infrastructure character of the village and area. The existing belt of mature trees, which surrounds the lands in question, will be retained and protected. New trees of indigenous species will be planted within the development. Detailing of walls and fences will reflect the local Kirdford vernacular style, and will enhance the sense of enclosure and street definition where appropriate.

The development agent acting for the landowner was involved in the NP workshops in which the Proposals Map was developed. It was identified that the site had some capacity constraints, by way of overhead high voltage power lines and stands of mature trees bordering three of the boundaries. The fourth boundary adjacent Kirdford Growers is bordered by a local stream.

Two public footpaths adjoin the site, one to the east and one to the south, and it was noted that the site should be developed so that new housing, , is provided with a buffer zone between existing Kirdford Growers housing and the new housing. This is naturally achieved in the landscape setting and aligns with the only access on to the site, from Plaistow Road. The map shows a layout that provides for a central access road, creating an ‘avenue’ approach through the site, to connect with the existing football fields (a potential reserve site during the Plan period). It also shows a new footpath to connect the site and facilitate pedestrian access to the Village Commercial Hub, Kirdford Village Stores and the main bus stops.

Proposal Map 1. (Illustrative Purposes only)



### Policy KSS1 – Land to the north of Kirdford Growers

*A proposal for a single residential development at land to the north of Kirdford Growers, comprising a minimum of 45 units of mixed size, type and tenure, will be supported providing the following mix of development is achieved as far as is reasonable and viable:*

- *A mix of 1, 2 and 3 bedroom market properties, primarily weighted to fall in line with an up-to-date assessment of local housing need.*
- *A proportion of affordable housing in line with District level requirements, with an amount secured in perpetuity for local occupancy in accordance with Policy H.1 of this Plan.*
- *A proportion of market housing designed to ‘building for life’ standards.*

*In addition, any proposal should directly provide the following:*

- *A LEAP for children as part of the on-site open space contribution.*
- *The provision of a central boulevard providing a hammerhead and future adoptable vehicular access to the recreation space to the north of the site in the ownership of the Parish Council.*
- *Sufficient cycle and footpath linkages to the village commercial hub in line with policies elsewhere in this Plan; and*
- *A scheme of landscaping, including a presumption towards the retention of the existing mature trees around the edge of the site, in keeping with the rural edge-of-settlement character of the site.*

*Piecemeal development on the site will not be supported. Any application should provide for a phased development using the entirety of the site that seeks to provide the sustainable delivery of housing over the Plan period. An appropriate phasing Plan that responds to both immediate and future need should be included in support of any planning application.*

*Any proposal should be respectful of the rural setting of the site whilst seeking to make the most efficient use of the land. Any proposal should also be in line with the relevant open space, access, parking and design standards along with the other relevant policies set out elsewhere within the development Plan.*

### **Reasoned Justification**

Allocation of land for sustainable development is supported by the NPPF, as is the need to address deliverability. The Proposal Map 1 was developed during NP workshops attended by the landowner's development agent. The landowner and agent indicated a desire to work in partnership with the KP – CLT group in order to address the requisite detail design and financial feasibility of the sketch scheme, to bring forward the development over the first 10 years of the Plan period. The scope, timing and volume of the phasing will be determined by local housing need, site layout and financial viability. The KP – CLT have committed to assist with initial funding for the Feasibility Studies and in association with a local housing provider, provide general funding for the social housing element of the scheme.

Discussions with the landowner and their agent have been maintained since the development of the Proposals Map and a short list of local housing providers is being developed. CLT grant applications are pending the formal submission of the Plan.

## Proposal 2 – Develop Lands to the southeast of Townfield as a new Village Social & Recreational Hub

### Objective and Intention (non statutory community aspiration)

- i. Relocate the existing football pitches, currently located at the northernmost edge of the village, to the lands southeast of Townfield - in order to benefit from shared facilities.
- ii. Relocate the existing cricket pitches, currently located to the east of the village opposite The Vicarage, to the lands southeast of Townfield - in order to benefit from shared facilities.
- iii. Relocate the Village Hall to the lands southeast of Townfield. Construct a new, larger Village Hall that will accommodate all the current social groups and activities, along with associated parking. The new Village Hall is to include facilities for a travelling medical surgery, provide a base for a Local Business Network Forum and communal social facilities, and provide changing rooms associated with the new recreational uses. The new hall will overlook the new open recreational area and therefore provide a sense of security.
- iv. Provide additional parking (for residents and users of the new recreational facilities) along the rear southwest boundary of Townfield, with turning head near New Barn. Provide a pedestrian only connection through to New Barn. New hard and soft landscaping to include informal, gravelled finishes and the planting of fruit trees amongst the parking bays. It is proposed that the opening up of this new access track will allow residents of Townfield backing onto the new recreational lands to develop Work/Storage Units in their rear gardens.
- v. Redevelop the existing row of garaging on the southern boundary of Townfield as new housing. This area could deliver between 5-7 units, depending on type and number of bedrooms per unit.

Construct 2-4 new dwellings (dependent on type) on lands between new Village Hall and existing Townfield garaging site. These will overlook the new open recreational area and provide a sense of security. A major community social objective is to improve social integration in the village, provide sustainable recreation facilities and establish a social centre. Proposal Map 2 illustrates a scheme to combine all Parish sports activities (releasing existing land for alternative use), and develop a new Village Hall/club house/community centre/medical day clinic/changing facilities and warden's flat, along with an element of new housing. The location is critical, as it places the social activity below the existing cluster of social housing in the village. Currently it is segregated from the main village activity. The scheme also provides access to the rear of Townfield and Cornwood, enabling those properties to create parking, garaging and workshops. This mitigates a parking problem in the existing residential area and releases a Brownfield site for a housing redevelopment scheme This proposal also releases the existing Village Hall site for housing redevelopment.

Proposal map 2 (Illustrative purposes only)



### Policy KSS2a – Land at the southeast corner of Townfield

*A residential development comprising between 6 and 10 units on land at the southeast corner of Townfield will be supported, provided such proposals:*

- *Include a scheme of development that makes the most efficient use of land whilst respecting the rural setting of the site.*
- *Provide a sufficient proportion of affordable housing in line with District standards (the tenure split to then be determined set against local need first and scheme viability second).*
- *Provide sufficient open space and off-street parking as required by policies elsewhere within the development Plan.*
- *Provide a scheme of landscaping to the approval of the local planning authority; and*
- *Are developed in accordance with the other policies of this Plan.*

### Policy KSS2b – Land at Townfield

*The existing open space identified on the proposals map at Townfield will be safeguarded for formalisation as a community recreational hub, comprising the following elements:*

- *Football pitches, a cricket pitch and incidental open space for the benefit of the community;*
- *A new Village Hall/club house/community centre/medical day clinic and warden's flat with the ability to both serve as a facility in support of the adjacent open space as well as a direct replacement of the existing Kirdford Village Hall; and*
- *Additional sufficient parking to serve the open space and the Village Hall facility in line with policies elsewhere within the development Plan;*

*The provision of the new Village Hall, including associated parking and infrastructure, will be supported by this policy, provided that it is sensitively located and designed to demonstrate respect for the open countryside, due to its likely prominent position at the edge of Kirdford village.*

### **Reasoned Justification**

The Plan needs to address development that is sustainable, deliverable and viable. It is not required to demonstrate that it maximises development profit, especially if it also delivers community benefit. Nor is complexity in delivery a constraint. This proposal seeks to allocate existing land outside the SPA, which is currently unsuitable for development, into a mix of open space for community recreational use, community facilities and housing, whilst also resolving existing negative issues in the community. The landowners have indicated a desire to gain financial enhancement of their asset (currently agricultural land values) by way of co-operating with the community to realise its Proposal . The Parish Council owns a number of land/building assets that can be realised and which together with its PC-CLT funding opportunities can be allocated to assist in the funding and delivery of Proposal . The Proposal also allocates some land for housing development. The Parish Council and community have a proven track record of delivering complex high value sustainable development that delivers development value and operational profits.

*References: NPPF para's. 6-10 & 69-70, KPNP-Proposals map 2, PF Report page 36. "Kirdford Village Stores" Development Costs and Annual Accounts 2010-13.*

## Proposal 3 – Land at junction of Plaistow Road

### Objective and Intention (non statutory community aspiration)

This site is located at the entrance to the village; therefore any live commercial activity here would underpin the planned commercial hub for the village. The site has some young trees and an undefined footpath. Its proximity to a major road junction will necessitate careful and sensitive design.

The site at this junction faces onto the main route through the village. Live commercial activity here would help to underpin the character of the north end of the village as an established business area. As shown on the proposals map, this site would be linked via an existing pathway to the general pedestrian network and to the new Proposal 1 cluster.

Proposals map 3 (Illustrative purposes only)



### Policy KSS3 – Land at the junction of Plaistow Road

*The land at the junction of Plaistow Road and Petworth Road will be protected for redevelopment with employment uses only (use class B1-B8).*

*The redevelopment of the site with an element of Work /live units will be considered **in accordance with policy H.4** provided it can be demonstrated that there will be no detrimental impact to the amenity of future residents.*

### **Reasoned Justification**

The site is suitable for a small-scale development and the land is owned by a large local benefactor landowner. The Parish Council CLT will seek to enter into a JV development partnership to deliver the proposed development. Parish profits will be allocated to support community benefit schemes in the Plan such as Proposal 2.

## Proposal 4 – Land at Village Hall

### Objective and Intention (non statutory community aspiration)

The existing Village Hall facility, built in 1953, can no longer satisfy local need. Proposal 2 provides for a new facility, which upon delivery of the same provides the Parish with an asset for disposal to help fund Proposal 2. The site is suitable for redevelopment to provide 1 large or 2 semi-detached houses in a prime village location.

As shown on the proposals map, the relocation of the existing Village Hall (which has outgrown its usefulness) will provide an opportunity for a large (1) dwelling or two (2) semi-detached units within the village's Settlement Boundary.

### Proposals map 4 (Illustrative purposes only)



### Policy KSS4 – Land at Village Hall

*The redevelopment of the existing Village Hall site with a residential use will be supported in principle, provided the following criteria can be met:*

- *A replacement facility of equal or greater size has been provided elsewhere within the village and is now fully open to the community.*
- *The proposal makes the most efficient use of the land whilst respecting the rural setting of the site.*
- *The proposal provides for a sufficient level of on-site parking and turning in accordance with Policy DS.3 of this Plan.*

- *The proposal includes a scheme of landscaping to the approval of the local planning authority; and*
- *Any proposal is in accordance with the other policies of this Plan.*

### **Reasoned Justification**

The site is suitable for a small-scale development, and the land is owned by the Parish Council. The Parish Council CLT will seek to enter into a JV development partnership to deliver the proposed development. Parish profits will be allocated to support community benefit schemes in the Plan, such as Proposal 2.

## Proposal 5 – Land at Cornwood and/or School Court

### Objective and Intention (non statutory community aspiration)

The Proposal map 5 illustrates a scheme that improves the existing Cornwood street scene, releases some Brownfield land, and in combination with Parish-owned land at School Court, provides potential for a minimum of 9 new housing units.

The existing parking provision along Cornwood is wasteful of space and not aesthetically pleasing. There is a need for accommodation for elderly people within the village, and for young families who are establishing their first home. As shown on the proposals map, this proposal includes removing the car parking zone along Cornwood and opening up a new lane to the rear of the existing houses. This would facilitate the creation of parking spaces and garages/workshops within rear gardens. The freed-up lands could be developed for new housing, to accommodate either elderly people, young families or a combination. The Cornwood parking areas combined with unused land at School Court could accommodate between a minimum of 6 units dependent upon size and type. The lower section of School Court playing fields would provide for a minimum of three 1 or 2 bed bungalows/flats.

Proposals map 5 (Illustrative purposes only)



### Policy KSS5 – Land at Cornwood and/or School Court

*A residential development comprising a minimum of 9 units at land on the northern side of Cornwood will be supported, provided such proposals:*

- *Include a market housing element, comprising 1 and 2 bedroom units only.*
- *Make the most efficient use of the land subject of this policy.*

- *Provide a scheme of design, layout, parking and landscaping both in keeping with the existing street scene and in accordance with relevant standards and Policies elsewhere within this Plan.*

### **Reasoned Justification**

The site is suitable for a small-scale development, and the land is owned by the Parish Council and Local Housing providers. The Parish Council CLT and Housing providers will seek to enter into a JV development partnership to deliver the proposed development. Parish profits will be allocated to support community benefit schemes in the Plan such as Proposal 2. Initial discussions held with one of the Housing providers have identified that such joint venture arrangements provide access to enhanced grant and Government funding for social housing provision. The land allocated by this Plan is not constrained to exclude an element of market housing.

## 5. Non-Statutory Community Aspirations and Action Plan

### 3. Action Plan

**This section sets out Non Statutory Community Aspirations. These aspirations do not form part of the development and land use policies in the Plan and do not go forward to referendum.**

The culmination of the community’s work on the preparation of its Neighbourhood Plan is establishing an Action Plan. This lists all projects identified during the process that residents consider should be addressed in order to improve the quality and wellbeing of the village and civil Parish for the benefit of everyone living and visiting the Parish. The actions in this Action Plan, together with the Policies set out in the previous section, will guide residents and other stakeholders on how the community seeks to plan for and deliver upon its issues and objectives set out in this Plan.

The Action Plan set out below schedules the projects that flow from the residents’ vision for their locality; how it is envisaged to deliver those projects; the parties considered needed to achieve the desired result; and how any required funding will be secured.

The Action Plan sets out projects in five categories:-

1. Countryside & Environmental Projects
2. Community Wellbeing Projects
3. Road and Transport Projects
4. Business and Services Projects
5. Other Projects to monitor

These projects identified by the community will guide the Parish Council and other stakeholders, including voluntary groups, on how to prioritise and allocate efforts and funding to deliver the objectives of the Plan.

### Countryside & Environment Projects (non statutory community aspirations)

ASPIRATION	KPC ACTION	STAKEHOLDERS	FUNDING	KPNDP POLICY SUPPORT
1. Townfield lower fields ecology survey	Consult owner and organise survey	Landowner supported by qualified ecologist, volunteers	Required to be funded by any Planning Application on site	KSS2a
2. Provide allotments / play space at School Court green space (see Fig.1	Safeguard land in KPNDP policies for	Parish Council, volunteers.	Parish Council funds and/or CIL &	CP.1, R.1, KSS5

ASPIRATION	KPC ACTION	STAKEHOLDERS	FUNDING	KPNDP POLICY SUPPORT
at end of section)	open space.		£106 monies and CLT funds.	
3. Improve Play Areas/visibility/quality	Direct Parish Council action	Parish Council, volunteers	Parish Council funds & grants.	CP.1
4. Maintain and improve green verges, restore historical stone footpaths by Church and Butts Common	Direct Parish Council action	Volunteers and/or contractors.	Parish Council funds and/or CIL & £106 monies and CLT funds.	CP.1, R.3, R.4
5. Reserve open land to rear of Butts Common and seek to zone for future community use (see Fig.2 at end of section)	Safeguard land in KPNDP policies for open space	Kirdford KPNDP community group	None in short term, Parish Council funds longer term	R.1
6. Retain & maintain clappers in Glasshouse Lane	Direct Parish Council action	Parish Council, volunteers	Negligible Parish Council funds	
7. Land east of Growers Green / Bramley Close; provide allotments and community orchards, and restore ponds and wildlife habitat (see Fig.3 at end of section)	Safeguard land in KPNDP policies for open space. Consult with owners' lease or land acquisition.	Parish Council, volunteers.	Parish Council funds and grants and/or CIL & £106 monies and CLT funds.	CP.1, R.1
8. Improve maintenance of ditches, gullies, etc.	KPNDP Policy for new development site SUDS. Existing network improvement, consult WSCC and land owners	New sites-CDC, Existing network-WSCC, voluntary groups and Parish Council	Existing network-Current Local Authority funding provision and policies.	EM.1, KSS policies
9. Encourage local energy generation including communal scheme.	Consult residents, landowners and potential partner energy providers	Individual residents and Parish Council for communal scheme.	For communal scheme - Parish Council funds and/or CIL & £106 monies and CLT funds.	E.1
10. Provision of accessible bird-hides and nature trails	Consult with local wildlife groups, user groups and charities	Parish Council, CDC. SDNP, wildlife groups, user groups, charities	Grant funding	

## Community Wellbeing Projects (non statutory community aspirations)

ASPIRATION	KPC ACTION	STAKEHOLDERS	FUNDING	KPNDP POLICY SUPPORT
1. Provision of allotments throughout Kirdford village	Provision in KPNDP policies and joint working with the CLT	Parish Council, CLT, user groups and development partners	CIL and £106 as well as Parish Council funds and CLT monies	CP.1, KSS policies

ASPIRATION	KPC ACTION	STAKEHOLDERS	FUNDING	KPNDP POLICY SUPPORT
2. Butts Common; create a village focus/centre. Increase parking provision in a sensitive manner. Realign road where possible. Improve & enlarge playing area. Improve interaction with Foresters Public House. Increase water storage capacity through introduction of a balancing pond (see Fig.2 at end of section)	Safeguard land in KPNDP Policy on green space and further policy on off-site drainage. Consult with residents, WSCC, National Trust and brewery. Design layout and implement.	Parish Council, residents, urban designer, contractor and volunteers	Parish Council funds and grants and/or CIL & s106 monies and CLT funds.	EM.1, CP.1, R.1
3. Retention of key community assets, including: Foresters Arms, St. John the Baptist Church, retail provision at the corner of Village Road and Townfield and Kirdford Village Stores.	Parish Council supported and community-led nominations for Assets of Community Value. Inclusion on CDC Community Assets Register.	Parish Council, community user groups	None required.	
4. Enhance Kirdford Village Stores as a meeting place (see Fig.4 at end of section)	Retention of Kirdford Village Stores through inclusion on CDC Community Assets Register and Growers Green through KPNDP policy. Improvements of store accommodation and facilities in village hub area.	Parish Council, Village Stores Management Committee, volunteer working group.	CIL & s106 monies, Parish Council funds, cross subsidisation from cash generated by Kirdford Village Stores	R.1
5. Conserve historical centre of village	Encourage sympathetic fencing/ walls to gardens. Maintain public areas. Potential Parish Council-led village design statement (VDS)	Residents, Parish Council, church wardens and volunteers	None required.	EM.3, CP.2, R.1
6. Village Hall, review provision of services and use types.	Consult Village Hall Committee and user groups	Village Hall Committee, Parish Council, CLT and volunteer groups	CLT funding for feasibility study. Parish Council funds and grants and/or CIL & s106 monies and CLT funds.	CP.1, KSS2b, KSS4
7. Land north of the Kirdford Growers; reserve and zone for extension of football fields & provision of mix of shared ownership housing/mixed tenure elderly dwellings to accommodate potential future	KPNDP Development Policy. Consult with landowner and community. Seek development	Parish Council CLT, landowner, developer, HSA and volunteer groups	Self-financing.	Acknowledgement in KSS1

ASPIRATION	KPC ACTION	STAKEHOLDERS	FUNDING	KPNDP POLICY SUPPORT
sustainable development to meet local needs.	partner.			
8. Growers Green; improve landscaping.	Consult with residents to identify preferences.	Volunteer group	Parish Council funds.	
9. Encourage joint Parish co-operation on potential cross-boundary projects, including enhanced schools provision.	Consult with adjoining Parishes.	CLP Steering group and Parish Council, CDC, WSCC	None required.	

## Roads & Transport Projects (non statutory community aspirations)

ASPIRATION	KPC ACTION	STAKEHOLDERS	FUNDING	KPNDP POLICY SUPPORT
1. Improve pedestrian access/safety to Recreational Grounds	Provide improved parking/extend designated footpath	Consult residents, Parish Council, Recreation Committee, WSCC	Parish Council funds, grants, CIL and s106 monies.	R.3, R.4
2. Create road crossings for Village Stores and Butts Common. Review bus pick up/drop off.	Consult with WSCC	Parish Council, WSCC, volunteers and contractor.	WSCC highways funds, Parish Council funds, grants & CIL, s106 monies.	
3. Provide traffic control to reduce speed from and to Staples Hill	Consult with WSCC	WSCC, Parish Council and volunteers	WSCC funding and Parish Council funds.	
4. Parking area and landscaping at Cornwood.	KPNDP site specific policy. Consult with HSA, WSCC and developer.	Parish Council, development partner, WSCC	Self-financing.	CP.1, KSS5
5. Parking area and landscaping at central area of Townfield (see Fig.5 at end of section)	Consult with residents and WSCC	Townfield residents, volunteers, Parish Council, WSCC	General CIL & s106 monies and CLT funds.	CP.1, KSS2a
6. Improve and enhance existing footpaths for all weather condition and access for elderly, disabled and young mothers.	Provide standard sustainable covering. Regular maintenance	WSCC, Parish Council and volunteers	Parish Council funds and grants and/or CIL & s106 monies and CLT funds.	R.3, R.4
7. Investigate setting up a local car sharing scheme.	Consult residents and commercial or voluntary operators.	Parish Council and volunteers	Self-financing.	
8. Ensure provision of appropriately designed parking to support new	Adequate controls within	CDC, WSCC	None required.	DS.3

	development.	KPNDP policy.			
9.	'Bus on demand' initiative to encourage a more sustainable and more accessible Kirdford	Investigation of ability to provide such an initiative with key stakeholders	Parish Council, CDC, WSCC, local transport providers	Potential cross-subsidisation from Parish Council funds, CIL	
10.	Develop a Kirdford and Kirdford Area Footpath Map to encourage use of the open countryside and utilisation of existing rights of way	Parish Council initiative, seeking support from CDC and WSCC	Parish Council, CDC, WSCC	Combination of Parish Council funds and grants	
11.	Weight restrictions map for the parish and new road standards to enhance local levels of accessibility	Representations toward and joint working with WSCC	Parish Council, WSCC	None required.	

## Business & Social Enterprise Projects (non statutory community aspirations)

ASPIRATION	KPC ACTION	STAKEHOLDERS	FUNDING	KPNDP POLICY SUPPORT
1. Provision of live/work opportunities throughout Kirdford village	Investigate feasibility and practicalities of live/work and promote through KPNDP. Work further with developers to help establish need and market demand.	Parish Council, local business groups, development partners	Self-financing although grants may also be available.	H.4, KSS policies
2. Promotion of additional small retail uses within the Village Commercial Hub and strengthening of the service offer of the village (see Fig.6 at end of section)	Provide permissive policy in KPNDP and pursue potential opportunities to promote and support further small businesses in Kirdford	Parish Council, CLT, local business groups	Potentially self-financing although more likely achievable through financial support from Parish Council or preferably grants	CP.2
3. The Old Creamery; redevelopment, refurbishment and restoration into office & business units.	Consult with property owner and occupants.	Land & property owner & occupants. Parish Council, CDC, volunteer groups	Self-financing & grants.	
4. Establish Arts and Crafts Studio in the village.	Consult with landowner and community. Seek development partner.	Parish Council, CLT and volunteer working group	CLT funding for feasibility study. Self-funding with grant assistance.	
5. Youth club or other activities such as DoE award scheme.	Establish volunteer group	Community volunteers	Parish funds.	
6. Kirdford Marketing Strategy	Consult with businesses and local economic partners	Parish Council, businesses, business groups	Potentially business-led. If not Parish Council funds.	

## The retention of assets of community value

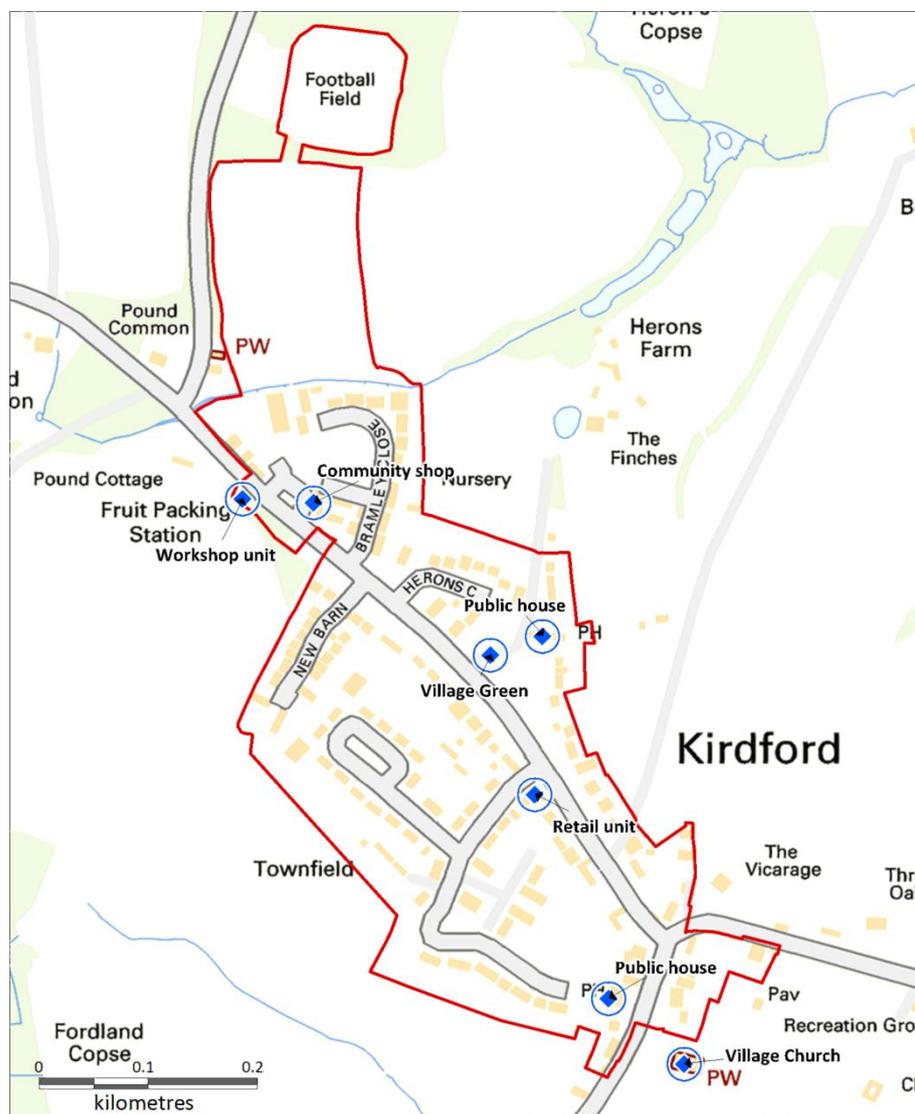
This section identifies the community assets that Kirdford Parish Council wants to include on Chichester District Council's register of assets of community value.

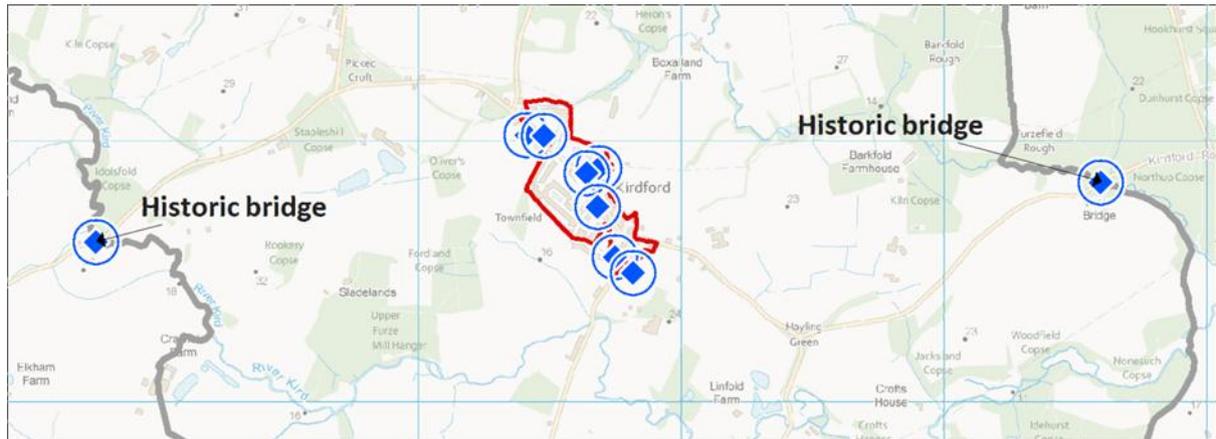
As shown on the Proposals Map, the Neighbourhood Development Plan identifies and nominates the following buildings as Assets of Community Value, as a result of their acknowledged importance to the life and enjoyment of each village community:

- The Foresters Arms Public House
- St. John the Baptist Church
- The Half Moon Public House
- Retail Unit at the corner of Village Road and Townfield
- Kirdford Village Stores
- Boxal and Isling Bridges
- The Workshop
- Butt's Common

*These sites / buildings have been included on the Local Planning Authority's register of Assets of Community Value will provide the Parish Council or other community organisations within the Parish with an opportunity to bid to acquire the asset on behalf of the local community, once placed for sale on the open market.*

Illustration 7





The community has identified a number of assets of community value, which it considers important to the life, character, enjoyment and wellbeing of the village community.

Policy CP.2 encourages the community to support registration of Community Assets in acceptance that such assets will require community support and funding if they become at risk in the future and are to be retained.

*Conformity reference: National Planning Policy Framework 2012 – Section 3. Supporting a prosperous rural economy – refer paragraph 28; Promote the retention and development of local services and community facilities in villages.*

## Action Plan Proposals Maps (non statutory community aspirations)

Figure 1: Land at School Court



Figure 2: Village Green – Butts Common



Figure 3: Land east of Growers Green and Bramley Close



Figure 4: Kirdford Village Stores



Figure 5: Proposed parking at Townfield



**Figure 6: Provision for workshops in the Village Hub**



## 5. Monitoring & Delivery

### Monitoring the Plan

The Kirdford Parish Neighbourhood Development Plan (NDP) sets out the vision, action Plan and policies to facilitate sustainable growth within the Parish of Kirdford. The NDP therefore has been prepared in accordance with the emerging Development Plans of both LPAs. Chichester District LPA being the primary authority, as the major residential areas of the Kirdford Neighbourhood Plan Area lie within its area, and SDNP LPA as the secondary authority.

The other three adjoining Parishes are Wisborough Green, Loxwood and Plaistow & Ifold. The four Parishes established a Parish cluster group in 2011, with a view to collective working on issues and projects where such partnership activity would be beneficial to individual or collective Parishes in the group.

All four Parishes are individually working on Neighbourhood or Community-led Plans. This is in recognition of individual communities being best suited to address their needs, aspirations and growth. However it is also recognised that certain aspects of delivering sustainable growth, for example, a new school and other infrastructure, can be delivered more effectively by a Parish cluster group working with District Councils, County Councils or other agencies, rather than an individual Parish.

It is therefore envisaged, that in due time, as each adjoining Parish establishes its Neighbourhood Plan (NDP), the Kirdford Neighbourhood Plan may be *reviewed* in conjunction with one or more of the adjoining Parish's NDP's, in order to enlarge the Kirdford Parish Neighbourhood Plan Area into a combined larger NDP Area. Such review would provide for retaining the individual community's NDP criteria and policies, and seek to introduce appropriate wider area criteria and policies in a new combined NDP.

### Monitoring Policy M.1 – Review of the Neighbourhood Development Plan Area

The Kirdford Parish Neighbourhood Development Plan acknowledges that the National Planning Policy Framework 2012 seeks to ensure that Planning must be a creative exercise in finding ways to enhance and improve the places in which we live our lives. The Planning system therefore seeks to deliver sustainable growth, and to help this happen, has moved from control to management of development – thereby changing the process of plan establishment from a single and static event to one of evolutionary change.

If and at such time as the Parish Council of an adjoining Parish or Parishes within the northeast area of Chichester District Local Planning Authority reaches agreement with Kirdford Parish Council that it would be mutually beneficial to enlarge the Neighbourhood Area to secure positive sustainable growth within such an enlarged Area; Kirdford Parish and that or those Parishes shall formally apply to the Local Planning Authority to enlarge or combine Neighbourhood Area in compliance with the Neighbourhood Planning (General) Regulations 2012.

The Parishes shall be satisfied that such enlargement of the Area is justified by the needs and wishes of their communities and shall ensure that satisfactory evidence is available to this effect.

Further work on such an NDP for any such enlarged Area shall be undertaken jointly between the Parish Councils. Measures to ensure cooperation and joint working shall be put in place, together with further measures to ensure engagement with the enlarged community in the enlarged area.

### **Reasoned Justification**

The NDP recognises that the three adjoining Parishes in the northeast of the CDC Local Plan Area outside the SDNPA are bringing forward Neighbourhood Plans. Therefore this policy provides for review in such case that combining in part or whole with one or more adjoining NP's provides mutual benefits for early delivery of infrastructure or other elements that would improve sustainable growth.

### **Monitoring Policy M.2 – General Conformity with the Local Planning Authorities Strategic Aims**

Kirdford Parish Neighbourhood Development Plan (NDP) will continue to align its objectives with the strategic aims and the needs and priorities of the wider local Area, as defined in the emerging Chichester District Local Plan and South Downs National Park Local Plan. To this end, Kirdford Parish Council has and will continue to liaise closely with both Authorities.

Whilst the NDP is in general conformity with the evolving strategic policies of those Local Plans, the Council recognises that in the event of the NDP being established in advance of the relevant Local Plan, it may be required to review its NDP to satisfy some requirement of the emerging Local Plan. In the circumstances of the NDP having been adopted in advance of a relevant emerging Local Plan and it not then being in general conformity with the evolving strategic policies of such Local Plan, the NDP will be reviewed to reflect and positively plan to support them.

It is noted that the adjoining Horsham District Council is developing its emerging Local Plan and that this may include proposals for a major strategic housing development in Billingshurst (7Km), and that such development may impact on secondary school capacity for the Parish's main secondary school provider, The Weald School.

### **Reasoned Justification**

The current CDC Local Development Scheme envisages the Local Plan being adopted towards the end of 2014, with the Site Allocations Development Document being adopted in Dec.2016. This policy provides for a review of the NDP to facilitate bringing forward any updates as appropriate to ensure that the NDP stays in general conformity with the strategic policies of the emerging Local Plan as they are adopted.

### **Monitoring Policy M.3 – Periodic Reviews**

This NDP has been developed to plan sustainable growth for a period of up to 15 years. A formal review process in consultation with the community and Local Planning Authorities should be undertaken at a minimum of every 5 years, to ensure the Plan is still current and a remains a positive planning tool to deliver sustainable growth.

In circumstance whereby the Parish Council, supported by a simple majority vote of at least 20% of residents in attendance at the Parish's Annual General Meeting, deem the Plan to be a constraint on bringing forward sustainable growth, for whatever reason, the Plan shall be reviewed in consultation with the local community.

### **Reasoned Justification**

This policy provides for periodic reviews of the NDP over the period 2013-2028. Recognising that the scale of development and other factors can have a significant impact on small rural settlement that can occasion a review of local needs and facilities, the policy encourages the community to recognise the NDP as a living document and undertake a formal review on a five yearly or other basis.

## Delivering the Plan

**Mechanism** - One of the prime requirements of the NPPF 2012 is for planning to address delivery. To that end the Kirdford Parish NDP has addressed delivery by way of establishing a Kirdford Parish Community Land Trust (KP-CLT). It is an Independent & Providential Society (Not for Profit) Limited Company whose shareholding is owned by participating residents. (Registered as Kirdford Parish Community Land Trust Limited, register number 31906 R on 22nd November 2012 by the Financial Services Authority.)

**Funding** – As one of its initiatives to deliver the objectives of the Localism Act 2011, the Government has established various funds to support community groups bringing forward local projects. The KP-CLT will utilise such grants, shareholder finance, loans and other contributions to bring forward financially viable projects.

**Management** – The KP-CLT provides a community-owned corporate entity to work in partnership with Local Authorities, landowners, developers and housing associations by way of joint development projects to deliver the proposals set out in this NDP.

**Priorities** – The delivery of sustainable growth as set out in the NDP and its Development Master Plan is based on a 15-year timeline. In order to deliver the overall vision, the projects need to be delivered in a consequential manner. They must also recognise the associated infrastructure delivery timeline of enabling infrastructure managed by Local Authorities and other statutory providers, for example school provision, highways capacity, water and waste, public transport, etc. The timeline for new development set out has therefore been reviewed to encapsulate the NDP Master Plan and indicate the related dependency on other infrastructure requirement delivery. The timeline identifies how a series of community projects are planned to be realised.

The table below provides detail on the proposals.

PROPOSAL	EXISTING STATUS	PRIORITY FOR ACTION	TIMESCALE	COMPLEXITY	MECHANISM	MANAGEMENT
Proposal 1: Develop Lands to the southeast of Townfield as a new Village Social & Recreational Hub.	Concept Plan/ master Plan	Medium term	1-10 years (Phased)	Short – Medium term	Consult with landowner, HAS, Parish Council and agree project Plan.	Landowner/developer/ KP-CLT
Proposal 2: Develop Site to North of village as new Residential, Work/Live and Workspace Cluster.	Concept Plan/ master Plan	Medium term	1-15 years (Phased)	Medium –Long term	Consult with landowner, HSA, Parish Council and agree project Plan.	Landowner/developer/ KP-CLT
Proposal 3: Instigate Bus-on-Demand Initiative	Maintain discussion with WSCC to initiate	Short term	0-2 years	Low	Lobby WSCC	Parish & District Councils
Proposal 4: Village Green – Butts Common	Concept Plan	Short-medium term	2-5 years	Low	Consult Parish Council, Residents, Landowner, PH Owner and develop Project Plan	Parish Council
Proposal 5: Play Area off School Court	Concept idea	Short-medium term	2-4 years	Low	Consult with HSA, Parish Council, residents and agree Project Plan.	Parish Council & HSA
Proposal 6: Enhance Kirdford	Concept idea	Medium term	3-5 years	Low	Develop Project Plan	VS Man. Committee &

PROPOSAL	EXISTING STATUS	PRIORITY FOR ACTION	TIMESCALE	COMPLEXITY	MECHANISM	MANAGEMENT
Village Stores as a Meeting Place					with Parish Council, Residents Ass. VS Man. Committee.	Parish Council
Proposal 7: Seek to Provide for New School Facilities in/around Kirdford	Continue negotiations with surrounding Parish Councils	On-going	Asap	Medium	Consult with NE Parish Cluster	NE Parish Cluster
Proposal 8: Develop New Allotments/Orchard on Site East of Bramley Close	Concept idea	Medium-long term	1-5 years	High – due to land acquisition	Consult with Landowner, Parish Council and develop Project Plan	Parish Council
Proposal 9: Provide Workshop Spaces for Local Crafts on Main Road Site opposite Kirdford Village Stores	Concept idea	Medium term	1-5 years	Medium	Consult with Landowner, KP-CLT and agree Project Plan	KP-CLT
Proposal 10: Kirdford Marketing Strategy	Action required to initiate	Immediate term	0-2 years	Low	Consult with local businesses, District Council, marketing specialists.	KP-CLT
Proposal 11: Develop Site at Junction with Plaistow Road for Workshop/Showroom Unit	Concept idea	Medium term	5-15 years	Low	KP-CLT develop Project Plan	KP-CLT
Proposal 12: Develop a Kirdford & Kirdford Area Footpath Map & Way-finding Scheme	Action required to initiate	Short term	0-2 years	Low	Work with Parish Council, SDNP and CDC.	Parish Council & Volunteers (Commenced Jan.2013)
Proposal 13: Weight Restriction Map & New Roads Standards	Action required to initiate	Short-term	0-2 years	Low	Work with Parish Council, WSCC and CDC.	Parish Council & Volunteers
Proposal 14: Develop Site of Existing Village Hall as Residential Unit	Concept idea	Medium-long term following construction of new village centre at Townfield	1-10 years (dependent on Proposal 2)	Low	Parish Council develop Project Plan.	Parish Council
Proposal 15: Develop Land Strip along Cornwood.	Concept idea	Short-medium term	1-6 years (sequential with proposal 2)	High – due to relocation of parking and land ownership	Consult with HSA, Parish Council, WSCC and residents.	PC-CLT and HSA
Proposal 16: Provide New Landscaped Parking in Central Area of Townfield	Concept Idea	Short-medium term	1-6 years (sequential with proposal 15)	High – due to relocation of parking and land ownership	Consult with HSA, Parish Council, WSCC and residents.	PC-CLT and HSA
Proposal 17: Strengthen Footpath Network and Bird-hides	Action required to initiate	Short term	0-2 years	Low	Work with Parish Council, SDNP and CDC.	Parish Council & Volunteers

Kirdford community takes the view that its Neighbourhood Plan is a living document intended to plan for the long-term sustainable growth of the community within its Plan Area. As part of this process it looks to monitor and report annually on its delivery progress. In setting out its progress

report, it will review what the community has achieved and delivered in respective years following the adoption of its Neighbourhood Plan.

Kirdford Parish Council and its community have established two community-owned Industrial and Provident Society (IPS) companies. The first was established in 2008 and raised the funding to purchase land with a derelict building, which was then refurbished into Kirdford Village Stores, a community shop and café. Kirdford Village Stores was officially opened in August 2010 and has already won numerous awards, including the prestigious “Daily Telegraph Best Village Shop 2011”. It currently employs five locally recruited staff and is supported by volunteers who work in the stores and serve on its management committee.

The second IPS, Kirdford Parish Community Land Trust was established in November 2012 with a view to raise the funding for the delivery of development identified in this Plan. Namely elderly housing units and start-up workshop units. The Kirdford Parish NDP Steering Group is currently preparing a financial feasibility plan for the latter, and is in early discussions with CDC Housing Department and Hastoe Housing Association to bring forward the development of elderly housing units in the village.

## 7. Appendices

All documents available on [www.bankssolutions.co.uk/kirdford](http://www.bankssolutions.co.uk/kirdford)

1. Kirdford Neighbourhood Plan – The KPNDP is section 7 of the overall Kirdford Neighbourhood Plan developed by Kirdford Parish and provides context and evidence to support the Kirdford Parish Neighbourhood Development Plan.
2. Core Documents:
  1. CD-001 - Survey Questionnaire 2010
  2. CD-002 - Survey Analysis & Report 2010
  3. CD-003 - The Glasshouse Report – Independent Facilitator & Process 2011
  4. CD-004 - Schedule of Community’s Events & Workshops 2010-11
  5. CD-005 - “Yes” Publication ‘The case for including Kirdford in the South Downs National Park’ 2008.
  6. CD-006 - KNP Business Survey 2012
  7. CD-007 - KNP Business Survey Analysis & Report 2012
  8. CD-008 - Chichester District ‘Local Housing Need Summary 2012
  9. CD-009 - Chichester District LPA – Saved policies, Local Plan 1999.
  10. CD-010 - South Downs National Park – Statement of Objectives & Development Plan information.
  11. CD- 011 - WSSC Biodiversity Report 2012
  12. CD-012 - Consultations
  13. CD-013 - Consultee Responses
  14. CD-014 - (a) Prince’s Foundation Briefing document, (b) Prince’s Foundation Workshop Power Point Presentation 2012
  15. CD-015 - CDC Housing Allocation Consultation Response 2012
  16. CD-016 - West Weald Landscape Project
  17. CD-017 – (a) KPNP Sustainability Assessment 2012 (b) Draft Sustainability Appraisal Framework
  18. CD-018 - Glossary and Abbreviations
  19. CD-019 - Development Plan –Public exhibition responses Nov. 2012
  20. CD-020 - Requirement to conform to LPA’s Local Plan – Report
  21. CD-021 – (a) KPNP Site Appraisals (b) Site Appraisals Table
  22. CD-022 - Consultation statement
  23. CD-023 - NP Area Designation

## *Appendices*

24. CD-024 - KPNP Statement on New Housing Numbers & Allocations.
25. CD-025 – CPRE-NALC Report
26. CD-026 – Consultation Letter
27. CD-027 – Princess Foundation Advisory Report Kirdford NDP March 2013
28. CD-028 – Kirdford Parish Housing Need June 2013
29. CD-029 – Kirdford Parish Loss of Small Dwellings