

Consultation Statement

Byfleet Neighbourhood Plan

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Prepared for: Byfleet Neighbourhood Forum

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1. Introduction

- 1.1. The Byfleet Neighbourhood Forum are committed to creating a neighbourhood plan that responds to the needs and aspirations of the local community. It will provide a framework for the future development of the parish that responds to the will of the local community and gives the community the ability to influence planning decisions made over the plan period.
- 1.2. This Consultation Statement sets out how we have engaged with the local community whilst preparing the Byfleet Neighbourhood Plan. It broadly aims to set out what we have done, how we did it, what we learnt and then what we did with what we learnt at each stage.
- 1.3. This also fulfils the legal obligations of The Neighbourhood Planning (General) Regulations 2012 Regulation 15(1) which requires a Consultation Statement to accompany the submission of a plan. Regulation 12(2) confirms that a 'Consultation Statement' is a document which:
 - a) contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
 - b) explains how they were consulted;
 - c) summarises the main issues and concerns raised by the persons consulted;
 - d) describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.

2. Background

- 2.1. In 2014 Byfleet officially announced their decision to develop a Neighbourhood Plan, following overwhelming public support at a well-attended public meeting. A Steering Group was formed, composed of 12 volunteers.
- 2.2. A Steering Committee Constitution for the steering group was agreed in 2014, followed by public consultation to determine the vision for Byfleet's future and the key objectives to ensure its achievement.
- 2.3. From 2014 until 2016 a series of events were undertaken to consult residents. These included a village-wide questionnaire, completed by 1,598 residents, and a series of 'drop-in' meetings. All of these initiatives provided a 'wish list' of priorities desired to enhance and protect the quality of life in Byfleet.
- 2.4. In 2019 the Steering Group completed a draft plan and submitted this to Woking BC for comment. Following comments from WBC it was clear that many of the policies needed either alteration or a higher level of evidential support.
- 2.5. In 2020 Covid struck, and work was paused. During this period our neighbourhood designation period lapsed so in 2021 we needed to apply for re- designation, which was granted by Woking Borough Council in December 2021. Since then, a new steering committee has been formed and a new plan, based on the findings of the original community consultations but with policies aligned to the Woking Core Strategy plan, has been created.

3. Consultation Strategy

- 3.1. When seeking to consult with the local community the following broad strategy has been adopted.

Stakeholder Involvement

- 3.2. Throughout the Plan's development we have sought to include all parts of the community and to ensure that key stakeholders have been included wherever possible, these include but are not limited to:

- Residents
- Local businesses
- Schools
- Woking Borough Council
- Other established groups, organisations and societies

- 3.3. We have also sought to actively engage with the community in a variety of ways.

- Recruiting community representative volunteers for the Neighbourhood Forum through a robust interview and selection process.
- Developing a dedicated website showing key documents and meeting notes (see <https://www.byfleetforum.co.uk/theplan>).
- Steering Committee meetings that are open to the public.
- Updates in the resident's magazine, The Resident
- Public events to inform and gather views.
- A Facebook page posting regular updates.
- Updates through Neighbourhood Forum reports.
- Undertaking 4 consultations:
 - Steering Committee Consultation
 - Parish Day Questionnaire
 - Regulation 14 Consultation
 - Community Engagement Drop-in Events

Means of Consultation

- 3.4. The population of Byfleet has a wide age range and a mix of active economic households and the retired. This meant that the media strategy needed to be broad-based to ensure that it reached all parts of the community, mixing modern digital forms of communication with more traditional methods to ensure inclusivity.

- 3.5. The main forms of media used were:

- Articles in The Resident

- Notices (Parish Notice Board, Village Shops and Post Office)
- A bespoke website, providing updates to the community.
- Face to face engagement in community drop-in events, stalls at the Byfleet Parish Day and at the Byfleet Christmas market.
- A dedicated Neighbourhood Plan Facebook page.
- Neighbourhood Forum Reports

4. Public Engagement Activity Up To Regulation 14

- 4.1. The Byfleet Neighbourhood Plan has been in development since 2014. This section sets out the engagement activities undertaken up to Regulation 14 Consultation.

Neighbourhood Forum Drop-In (March-April 2014)

- 4.2. The first consultation event was undertaken by the Neighbourhood Forum in March 2014. They undertook a drop-in event at the Byfleet Village Hall on the 10th and 15th March. The drop-in events were advertised on the Byfleet Forum website, Facebook page, and leaflets were sent to over 3,000 homes in the village (**Appendix 1**).
- 4.3. Further events were organised on the 22nd, 24th and 25th April.
- 4.4. The events allowed existing Forum members, interested volunteers and other members of the community to engage in active discussions with the Neighbourhood Forum on what issues are present within Byfleet, particularly around flooding, the Green Belt, health facilities, ward boundaries, the Manor School site, and parking.
- 4.5. This consultation enabled the Neighbourhood Forum to start identifying what issues may need tackling, what evidence might be required to address them, and how they could be addressed.
- 4.6. 470 residents attended the drop-in event in March and at the second drop-in event, 520 members expressed an interest in joining the Neighbourhood Forum. Members of the community who wanted to be involved with the Forum were split into the groups to review the following topics in Byfleet:
- Flooding
 - Manor Royal School
 - Green Belt and Developments
 - Parking
 - Health
- 4.7. Photographs of the drop-in event can be found in **Appendix 2**.

Byfleet Parish Day (July 2014)

- 4.8. The Neighbourhood Forum set up a stall at the Byfleet Parish Day that was held on the 19th July 2014. The event was attended by members of the Neighbourhood Forum and gave the community and opportunity to discuss the neighbourhood plan and any of the issues prevalent in Byfleet.

Byfleet Questionnaire (September 2014)

- 4.9. In September 2014 the Byfleet Neighbourhood Forum carried out a public questionnaire on the above five topics. The questionnaire was focused on all residents, businesses and other stakeholders of Byfleet. There were questions on each of the 5 sections which provided the Forum with highly valuable feedback on the finer details of these issues, where they are specifically prevalent in Byfleet and how they could be tackled.

- 4.10. Physical copies of the response form were available at the Village Hall and could be returned at Gammons Dry Cleaners, Sanway Stores and the Village Hall. (**Appendix 3**) and the consultation was also open to responses via the Byfleet Neighbourhood Forum website.
- 4.11. The questionnaire asked questions on important aspects of Byfleet, concerns about Byfleet. Social and community facilities in Byfleet, developments needed in Byfleet and shops, businesses and industry.
- 4.12. In total, 1,589 residents over 18 completed the questionnaire. The results highlighted that the most important aspects of Byfleet were the Green Belt at Murrays Lane, the recreation ground and the Green Belt at the Queen's Head. It was also identified that the most important facilities wanted in Byfleet was a medical centre, youth centre and school places. Finally it was also identified that the most important businesses in the village are the convenience store, post office and newsagent. The Neighbourhood Forum were able to take this information and start thinking about policies surrounding local green space and encouraging the development of new community facilities and employment related development. The results can be found at **Appendix 4**.

Flood Meeting (January 2015)

- 4.13. The Flooding Group set up a flooding meeting at the Byfleet Village Hall on the 27th January 2015. It was attended by Forum members, members of the community and representatives from the Environment Agency, Surrey County Council and Woking Borough Council. The meeting was advertised on the Forum's Facebook page (**Appendix 5**).
- 4.14. This enabled open discussions between the community and statutory bodies, and helped the Neighbourhood Forum to identify that flooding is indeed an issue in Byfleet which could be tackled through the neighbourhood plan.
- 4.15. The Byfleet Flood Forum was created to tackle issues around flooding.

Byfleet Neighbourhood Plan Drop-In (February 2016)

- 4.16. Following the Byfleet Questionnaire, the topics previously identified were finetuned into the following revised issues:
- Buildings
 - Community
 - Business
 - Open Spaces (e.g. Green Belt)
 - Infrastructure (e.g. Flooding)
- 4.17. The Neighbourhood Forum organised public drop-in events on the 24th February and 25th February at the St Marys Community Centre. Posters were set up around some of the above issues and displayed in the Community Centre (**Appendix 6**). These events were advertised on Facebook and through notices (**Appendix 7**).
- 4.18. These drop-in events were open to Forum members and the community to engage in further discussion around the above issues. The aim of these meetings was to gauge the community's opinions on these issues, particularly how they affect specific areas in Byfleet and what can be done in the future, including how they can be addressed in the Neighbourhood Plan.

- 4.19. The Forum were also able to provide the community with an update on how they are progressing with tackling issues around flooding.
- 4.20. Photographs of the drop-in events can be found in **Appendix 8**.

Byfleet Residents' Neighbourhood Forum Redesignation Consultation (September 2021)

- 4.21. In September 2021, an application was submitted to Woking Borough Council for the redesignation of the Byfleet Neighbourhood Forum. A consultation on the application was carried out by Woking Borough Council between the 3rd September 2021 and 29th October 2021. The consultation notice was advertised on the Byfleet Neighbourhood Forum Facebook page (**Appendix 9**).
- 4.22. The Neighbourhood Forum was subsequently redesignated.

Recruitment of Neighbourhood Forum Steering Committee Members (February 2022)

- 4.23. On 7th February 2022, the Byfleet Residents' Neighbourhood Forum held a public AGM meeting to appoint and launch the Byfleet Village Neighbourhood Plan Steering Committee. The Steering Committee's mandate was to drive the process, consult with the local community, gather evidence to support emerging policies, and deliver the Plan. The meeting was attended by volunteers alongside representatives of Woking Borough Council.
- 4.24. The meeting was advertised on Facebook (**Appendix 10**).
- 4.25. Members of the Steering Committee were appointed from those volunteering during the meeting. The Steering Committee consisted of:
- 1) Chair: Andrew Weiss
 - 2) Deputy Chair: Tony Evans
 - 3) Secretary: Lynn Cozens
 - 4) Treasurer: Russell Bowes (previously Peter Ford)
 - 5) Woking Borough Council Representatives: Cllr Amanda Boote, Cllr Daryl Jordan and Cllr Josh Brown
 - 6) Members: Bruce Bovill, Claire Calder, Krista Rooney, Steve Howes, Barry Jones, Laura Turner and Abeer Qayyum
- 4.26. In the meeting on the 7th February 2022, the Neighbourhood Forum also reviewed and updated the Constitution document.
- 4.27. The Steering Committee met regularly and in accordance with Woking Borough Council regulations, these meetings were open meetings, with the agenda available one week in advance, and minutes available one week after the meeting and can be view on request and on the BRNF website.

Byfleet Parish Day (July 2022)

- 4.28. The Neighbourhood Forum set up a stall at the Byfleet Parish Day that was held on the 16th July 2022. The event was attended by members of the Neighbourhood Forum and gave the community and opportunity to discuss the neighbourhood plan and any of the issues prevalent in Byfleet.

- 4.29. A survey was undertaken at the Parish Day which targeted under 45 year olds and the results were split in respondents under 26 years old, and respondents aged 26-45 years old. It asked what facilities are currently used and what facilities they would like provided. The most popular facilities used are walking/cycling routes, shopping, food outlets and sports/exercise.
- 4.30. Photographs of the stall at the Parish Day can be found in **Appendix 11**.

Byfleet Residents Neighbourhood Forum – AGM (March 2023)

- 4.31. A public AGM meeting was held on the 27th March 2023 at the St. Mary's Community Centre which was advertised on Facebook (**Appendix 12**).
- 4.32. The aim of the AGM meeting was to provide an update to the community on the progress of the Neighbourhood Plan, and for the community to ask any questions or make any comments on the plan, its direction, and any other issues which are currently facing Byfleet. The meeting was attended by Forum and Steering Committee Members, local Councillors and the community.

5. Regulation 14 Consultation

- 5.1. This section has been completed after the Regulation 14 Consultation and fulfils the legal obligations of the Neighbourhood Plan Regulations 2012. These specify that a Consultation Statement should contain:
- a) details of the persons or bodies who were consulted about the proposed Neighbourhood Development Plan;
 - b) explains how they were consulted;
 - c) summarises the main issues and concerns raised by the persons consulted;
 - d) described how these issues and concerns have been considered, and where relevant, addressed in the proposed Neighbourhood Development Plan.
- 5.2. The six week consultation ran from the 20th November 2023 to the 1st January 2024. The relevant information, as required by the regulation mentioned above, is set out below.

Who was consulted and how they were consulted

- 5.3. Efforts were made to consult as many people that may have a stake in Byfleet as possible. Responses were invited to be provided by email or through written responses which could be dropped off at the Village Hall. This enabled residents to be able to email comments, type them on word and send them, or provide written responses.

Direct Emails

- 5.4. Direct emails notifying the recipient of the consultation were sent in November 2023.
- 5.5. The following organisations/individuals were emailed on the above date:

Statutory Bodies

- Environment Agency
- Highways Agency
- Historic England
- Affinity Water
- Surrey Fire Brigade
- Natural England
- National Grid
- Network Rail
- Surrey Police

Local Authorities

- Woking Borough Council
- Surrey County Council

Adjoining Borough and Parish Councils

- Runnymede Borough Council
- Guildford Borough Council
- Spelthorne Borough Council
- Wisley Parish Council

Member of Parliament

- Jonathan Lord MP

County Councillor

- Amanda Boote

Borough Councillor

- Amanda Boote
- Josh Brown
- Darly Jordan

Businesses

- Blue Anchor Public House
- Runa
- Blades Barbers
- Surrey Outdoor Shop
- Café Joen
- Village Store Newsagents
- Capital Kebab and Pizza
- D J Motors
- Byfleet Autocare Ltd
- A&N Coachworks
- Witchblade Engineering
- The Beauty Lounge
- Surrey Periodontics
- Red Rose
- Xpress Mortgages
- Byfleet Beds & Furniture
- Byfleet Post Office
- Walton Fencing
- Natural Flames
- C & E Electrical
- Co-op
- Binfield Printers
- Our Bathrooms
- The Party Shop
- The Plough Public House
- Binfield Bakery
- Boots Pharmacy
- Bona Tailoring & Dry Cleaning
- Hello Gorgeous Beauty Salon
- Green and Parry Estate Agents
- Capital Café
- Honey Fountain
- Head 1st hairdressers
- Elephant Tattoo Studio
- Bellissima Beauty
- Caffè Carlo
- William Hill
- Byfleet Barbers
- Wine to Dine Convenience Store
- China Chef
- Rajput
- Wingate and Withers Estate Agent
- Apollo Fishing Tackle Shop
- Flame Kebab and Pizza
- Judy's Mezza
- Byfleet Fish Bar
- Byfleet Village Club
- The Art Café
- Lodge Brothers Funeral Directors
- Richard and Joanne's Florist
- Byfleet Dental Boutique
- Pretty and pre-loved Charty Shop
- Raycross Interiors
- Heaters Bakery
- Munchkins Play Café
- 4 Dance Shop
- Griffen Dental Laboratory
- H E Auto Company Ltd
- Hydraelectric Ltd
- Bill Shephard Mustang

- The Comodor restaurant
- Ironing Studio
- Hodders Estate Agents
- Local Area Cars (taxis)
- Halfords
- Pets at Home
- Unity Motor Spares
- Queens Head Public House
- Fedex
- Selco Builders Warehouse
- Coffee Corner Stop
- Bentley Surrey Service Centre
- Booker Cash and Carry
- JFL Autos
- Peter Cooper Car Repairs
- Triumph Motorbike Dealer
- Ocado
- Supercraft
- Mr and Master Barber Shop
- Rush Hairdressers
- Charles Austen Pumps
- RPS Services
- Hunchside Limited
- Sshhh Ltd
- PureGym
- Home Bargains
- Cartronics
- Sanway Stores
- Alloway Timber
- Screwfix
- Jet Petrol Station
- Big Yellow Self Storage
- P J Autos
- Car Clinic
- FedEx Station
- CPS Automotive Ltd
- The Warehouse Gym
- Wheel Wizard
- Holly Bush Stables

Education

- Byfleet Primary School
- Kings Pre-School
- St Mary's School

Statutory/Voluntary Organisations

- St Mary's Church
- Byfleet Methodist Church
- International Community Church
- Kingdom Hall of Jehovahs Witnesses
- Byfleet Community Library
- Byfleet Village Hall
- St Mary's Centre for the Community
- Byfleet Fire Station Trust
- Byfleet Brownies
- Byfleet Heritage Society
- Byfleet Cricket Club
- Byfleet Village Football Club
- Byfleet Bowls Club
- Byfleet Boat Club
- Byfleet United Charity
- Byfleet Amenities Group
- Friends of Byfleet Parish Day
- Byfleet Scouts
- Friends of Byfleet
- Byfleet, West Byfleet and Pyrford Residents'

Flyers/Posters

- 5.6. Details of how the plan could be accessed digitally and physically were shown on a poster which was advertised on Facebook and the website (**Appendix 13**).

Byfleet Christmas Market (December 2023)

- 5.7. The Neighbourhood Forum set up a stall at the Byfleet Christmas Market that was held on the 2nd December 2023. The event was attended by members of the Neighbourhood Forum and gave the community and opportunity to view the plan and information about the Regulation 14 consultation and provide a response.
- 5.8. Letters were sent to businesses and residents (**Appendix 14**) and neighbouring Councils (**Appendix 15**) inviting them to attend the Christmas Market to view the plan and make representations to the Regulation 14 consultation. A Statement of Common Ground (**Appendix 16**) has also been agreed between Woking Borough Council and the Byfleet Neighbourhood Forum confirming that the Byfleet Neighbourhood Forum has worked proactively with Woking Borough Council on the preparation of the Neighbourhood Plan.

Main issues and concerns raised & how they have been addressed

- 5.9. This section considers the main issues and concerns raised in the responses to the Regulation 14 Consultation. It sets out how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.

Comments	Actions
<ul style="list-style-type: none">Consider extending the plan period to 2029 or 2030. This would allow 5 years from it being found 'sound'.	<ul style="list-style-type: none">Plan period extended to 2029.
<ul style="list-style-type: none">Labelling of the designated area and the document needs to be clearer as the designation is formally known as the "Byfleet Neighbourhood Area". Recommend using this term instead of the word village.	<ul style="list-style-type: none">Terminology has been updated throughout the Neighbourhood Plan.
<ul style="list-style-type: none">As this is a submission version, the plan should be written as if it were the final version.	<ul style="list-style-type: none">Terminology again updated through the Neighbourhood Plan to avoid the impression that it is a draft rather than a complete submission version.
<ul style="list-style-type: none">The maps within the document aren't of a great quality.	<ul style="list-style-type: none">A number of maps which haven't provided the most useful information have been removed. Other maps have been updated.
<ul style="list-style-type: none">The document should be reframed so it reads as a formal Regulation 16 version and within this context update page 6 which discusses the consultations.	<ul style="list-style-type: none">The name of the document has been updated for Regulation 16 and relevant information on the various consultation exercises have been discussed in the consultation statement so there is no need to repeat them within the Neighbourhood Plan.
<ul style="list-style-type: none">Not all graphs and figures are labelled.	<ul style="list-style-type: none">Figure references and labels have been added to graphs, tables, photographs etc.
<ul style="list-style-type: none">Page 15 "...are scattered throughout, as well as there being a more concentrated Conservation Area". Or should this say an area with a larger concentration of listed buildings?	<ul style="list-style-type: none">Supporting text has been amended to read "...as well as there being a high concentration of listed buildings within the Conservation Area".
<ul style="list-style-type: none">Page 18 Social Infrastructure "private assisted living developments" is not social infrastructure. Should there be a different heading to refer to this, e.g. specialist accommodation or supported living?	<ul style="list-style-type: none">Section heading updated to "Supported Living & Social Infrastructure".

Comments	Actions
<ul style="list-style-type: none"> P19 Public Services. “The waste management and disposal service provided by WBC is currently adequate for out needs but not for any increase in population”. You will need to provide evidence to support this statement. Similarly with the sentence at the bottom of P.20 “The new development at Broadoaks and proposed new development at West Hall are likely to put further pressure on Byfleet when it comes to Secondary School provision”. The problem you have here is that all development generates a need for additional waste management, education provision etc. but this is addressed as part of the planning application process. SCC as the education authority are responsible for ensuring there is sufficient provision – they receive S106 monies to deliver this. It is also they who determine how much money they require for this. Similarly with waste management and disposal services. The relevant contracts are amended to ensure this service is provided to the residents of new dwellings. If the neighbourhood plan is seeking to secure delivery of a new secondary school, it should be explicit. 	<ul style="list-style-type: none"> Commentary of the adequacy of the waste management and disposal system and pressure on secondary school as a result of the development at Broadoaks and proposed development at West Hall, have been removed.
<ul style="list-style-type: none"> Local Green Spaces P.21. LGS are protected from development full stop but they must meet specific criteria to be designated. It’s not clear which sites you are proposing to designate and how you conclude they meet the criteria. 	<ul style="list-style-type: none"> A full Local Green Space Assessment has been undertaking using the criteria from the NPPF. The assessment found that 3 spaces were suitable for designation, and the policy has been updated.
<ul style="list-style-type: none"> All plans, whether local or neighbourhood need to be “positively prepared”. This means we should express policy (and supporting text) in a positive way – for example, Policy 1 High Quality Design part 4. “Byfleet currently has no high-rise buildings; this plan will not support future construction projects over 3 storeys in height.” You could instead try... “To support the established character of the area, new development will be required to complement existing rooflines...” or similar. As it stands, 4. would not get through independent examination. 	<ul style="list-style-type: none"> The wording of Policy 1 Part 4 has been amended to read “Development over 3 storeys in height will be supported where it matches the existing building line and does not result in a visually dominant appearance”, to ensure that the Neighbourhood Plan is positively prepared.
<ul style="list-style-type: none"> recommend you add a paragraph about encouraging modal shifts and more sustainable forms of transport, including walking and cycling. A map of all the public rights of way could help to secure investment in the future to get those links upgraded and/ or make connections where there are gaps. This is in general but also within the context of Policy 2 Renewable Energy & Sustainability. 	<ul style="list-style-type: none"> The supporting text for policy 2 has been updated with a new paragraph that reads “The Byfleet Neighbourhood Forum will also support modal shifts to more sustainable modes of transport such as walking and cycling by encouraging investment that will improve and provide public rights of way for all”.
<ul style="list-style-type: none"> Check that all the policies follow the same format, e.g. context/ consultation feedback, policy itself. Is Policy 3 only applicable to the Conservation Area? Couldn’t quite make out the other items on the map. An example of positively prepared for you here. Rather than “...support will be given to proposals that sensitively increase density and do not adversely impact on key features within the conservation area...” Try something like “Support will be given to proposals that sensitively increase 	<ul style="list-style-type: none"> Noted. Policy 3 has been updated to make it clear that it relates to development both within and outside of the Conservation Area. The term “unlisted but important buildings” has been replaced with “non-designated heritage assets”. The policy text has been replaced with “Support will be given to proposals that sensitively increase

Comments	Actions
<p>density and compliment key features...” What are “unlisted but important buildings”? Are these listed or mapped out anywhere? Could you say local landmark buildings instead?</p> <ul style="list-style-type: none"> I totally get where the plan is coming from with the last paragraph, but this is tricky because of the way the listed building application process works. I wonder if signposting where to go for advice and support would yield more positive outcomes? 	<p>density and compliment key features of historic value”.</p> <ul style="list-style-type: none"> Noted.
<ul style="list-style-type: none"> Listed buildings should be labelled as Church of St. Mary the Virgin (grade I); The White House (grade II) etc. so they match the technical terms for the classification of listed buildings. The Old Fire Station is grade II listed. 	<ul style="list-style-type: none"> The labelling of listed buildings has been updated.
<ul style="list-style-type: none"> Include an explanation for the section “Buildings of architectural and community interest”. Community interest is not a term used in heritage legislation language, but I appreciate buildings can be important to communities for all sorts of reasons. This section needs a bit more context and explanation and is there a policy missing? 	<ul style="list-style-type: none"> The supporting text has been updated to reference The Heritage of Woking: An Historic Conservation Compendium which provides criteria relating to Architectural Significance and Townscape Merit. Reference to “community interest” has been removed. Buildings of architectural and community interest have been included in Policy 3.
<ul style="list-style-type: none"> P.33 part 4). Could be included as part of wider objectives related to NCIL. 	<ul style="list-style-type: none"> Part 4 of Policy 4 has been updated to make reference to Neighbourhood Community Infrastructure Levy funds/
<ul style="list-style-type: none"> P. 34 Does part 2 of the policy conflict with Policy 4? Also need to reframe so it’s “positively prepared” 	<ul style="list-style-type: none"> Part 1 of Policy 4 has been updated so state that “A diverse range of retail and other uses, such as class E offices, cafes, gyms, restaurants will be supported within the centre of Byfleet subject to compliance with Policy 5”. The wording of Policy 5 Part 2 has been updated to ensure the plan is positively prepared.
<ul style="list-style-type: none"> P.35 add in about flooding from all sources so it also covers surface water flooding. 	<ul style="list-style-type: none"> The Flood Management section has been updated to remove reference to surface water flooding so that it relates to all sources of flooding and not surface water in particular.
<ul style="list-style-type: none"> P.37 Policy 7 – need to rejig a little as this will not always be achievable. “Where possible...” Could include a map here to support investment where the network is deficient. Interested to see reference that the Borough Council should provide an adequate provision of cycle racks in each village. I am struggling to picture a scenario where this would happen. It’s much more likely to be delivered by developers through S106 and CIL (or by the Forum via NCIL) or possibly SCC. 	<ul style="list-style-type: none"> The supporting text for Policy 7 has been updated to encourage developers to make appropriate provision for cycle parking.
<ul style="list-style-type: none"> P.38 This section needs a little bit of work because you need to be more explicit about the sites you are promoting for LGS designation and why. You could include this as an appendix. The reference to Green Belt is confusing because the heading/ section and policy name relates to Local Green Space. 	<ul style="list-style-type: none"> Local Green Space assessment has been prepared which discusses how spaces have been identified and assesses them to determine which spaces are suitable for designation. The supporting text has been updated to discuss that Local Green Spaces are afforded the same level of protection as land within the Green Belt and discusses the implications of inappropriate development.

Comments	Actions
<ul style="list-style-type: none"> P.40 Policy 9 – “positively prepared” means you will need to reword “will not be supported”. You could ask that proposals should demonstrate they’ve sought to retain existing trees and hedgerows... Could perhaps tie in the objective of enhancing the green infrastructure network of the NP area to the policy by making it a requirement for proposals to include landscape improvements, especially trees to increase and enhance onsite biodiversity – and you could refer to other benefits in the context at the beginning re. trees. Only TPO’d trees are protected, unfortunately. Trees in conservation areas can be removed if granted permission. Perhaps you could include requirement for landscaping to use indigenous species and provide some specifics about new tree planting and the use of cells(?) so the maintenance is kept to a minimum 	<ul style="list-style-type: none"> The terminology of Policy 9 has been updated so that it is positively prepared. Part 2 has been updated to support development that is accompanied by an attractive landscaping scheme which includes native tree and hedgerow planting.
<ul style="list-style-type: none"> P.41 Policy 10: This overlaps with the text supporting of Policy 8 around amenity open space etc. Provision of a youth centre – does this mean a new building or something else? P.42 Policy 11: Community Facilities – you could cover recreational and leisure facilities under this heading and go further. Part 1. of the policy is not “positively prepared” and you could go further – you could explicitly reference the desire to have medical facilities in Byfleet. I would move all the references to Local Green Space into the early section on open space (Policy 8?) 	<ul style="list-style-type: none"> The supporting text has been updated to avoid any overlapping and Policy 11 has been updated to refer to a youth centre and health centre.
<ul style="list-style-type: none"> P.43, I would combine the 2 lists to say these is the BNF audit of community facilities, no need to specifically reference the 2011 audit. The statement below the list about suitable facilities should be provided... It’s too generic so please be more specific if you can. If you set out what this would be/ what it looks like, it is more likely to be achieved. 	<ul style="list-style-type: none"> The audit list has been updated and combined. The supporting text has been updated to encourage the provision of suitable community facilities for education, sports and recreational use.
<ul style="list-style-type: none"> P. 44 Chapter 6 – Community Aspirations – I would amend to Community Priorities – this in, essence is your NCIL wish list so it would be best to be absolutely explicit about what and where you want these things. That way, developers could include within their proposals. Have the Girl Guides agreed to taking on a facility of their own? You could also reference the Community Asset Transfer work underway. 	<ul style="list-style-type: none"> The heading title has been updated.
<ul style="list-style-type: none"> P.45 Appendix I Buildings of Interest. There are some terms used here to describe buildings (AS and TM), I suggest you include a glossary, especially if you are coming to use local terms. Similarly with the listed building references, (LBII) would be better if used the same language as the legislation (grade II) 	<ul style="list-style-type: none"> Supporting text has been updated to describe what AS and TM are. Terms used for listed buildings has been updated.
<ul style="list-style-type: none"> P. 49 Appendix II: Brief description for each one of the conservation areas. I might have the wrong end of the stick, here but I can only find one designated conservation area within the NF area. Some context is needed here to set out why you are looking to create a further 6 conservation 	<ul style="list-style-type: none"> Reference to additional Conservation Areas has been removed and the Neighbourhood Plan does not seek to designate them.

Comments	Actions
<p>areas and to explain that this is done outside of the neighbourhood plan process.</p>	

6. Appendix 1 – Flyers and posters for Neighbourhood Forum Drop-in (March-April 2014)



*Byfleet Residents
Neighbourhood Forum*
www.ByfleetForum.org
To promote and improve Byfleet Village



Drop-In Days

 Flooding	 Green Belt & Developments	 Health Facilities
 Ward Boundaries	 Manor School site	 Parking & Potholes

Come and discuss developments that are affecting your village.

**Monday March 10th – 6pm–9pm
&
Saturday March 15th – 1pm–4pm**

Byfleet Village Hall

Forum members and new recruits welcomed

You can influence the future of Byfleet

7. Appendix 2 – Photographs from Neighbourhood Forum Drop-in (March-April 2014)



8. Appendix 3 – Byfleet Questionnaire Response Form



Byfleet Residents Neighbourhood Forum

www.ByfleetForum.org



The Byfleet Questionnaire

Tell us what you think - 5 sections, 15 minutes



Your chance to influence the future of Byfleet Village





Byfleet Forum



To Promote and Improve Byfleet Village

Byfleet residents can help influence the future of their village if we create a Neighbourhood Plan which reflects the community wishes.

Help us by telling us what you think about these topics:-

- 1) Important aspects of Byfleet
- 2) Concerns about Byfleet
- 3) Social and Community facilities in Byfleet
- 4) Developments needed in the village
- 5) Shops, business and industry

Section 1 - Important aspects of Byfleet

Please tick only one box per line

	Not	Important			Very
	1	2	3	4	5
a) Plough Green					
b) Village Hall					
c) Library					
d) St Marys Community Centre					
e) Community Spirit					
f) Recreation Ground					
g) Canal and Towpath					
h) Manor Farm Wildlife					
i) Green Belt – Murrays Lane					
j) Green Belt – Queens Head					
k) St Mary's Church					
l) Methodist Church					
m) River Wey					
n) Access to A3 and M25					
o) Railway Station					

Please add any comments on the blank page opposite



Byfleet Forum

To Promote and Improve Byfleet Village



The Government passed the Localism Act in November 2011.

It means that approved Neighbourhood Development Plans are protected by law and have to be taken into account when future developments are proposed in the Neighbourhood Area.

Local Communities now have an opportunity to influence the future of their area – this is your opportunity to take part in this process.

Section 2 – Concerning aspects of Byfleet

Please tick only one box per line

	Not	Concerning			Very
	1	2	3	4	5
a) Flooding					
b) Urban Sprawl					
c) Lack of medical facilities					
d) Insufficient school places					
e) Parking					
f) Potholes					
g) Pavement damage					
h) Transport					
i) Traffic					
j) Speeding					
k) Fly Tipping					
l) Dog Fouling					
m) Noise Pollution					
n) Lack of youth facilities					
o) Anti-social behaviour					
p) Crime					
q) Litter					

Please add any comments on the blank page opposite



Byfleet Forum



To Promote and Improve Byfleet Village

This questionnaire has been created from information and opinions expressed by the many residents who visited our drop-ins.

In order to ensure that everyone in Byfleet Village has an equal opportunity to have their say, we are delivering one copy of this questionnaire to every household in the village. If you would like another copy for your household, please contact us using the details at the end of this document.

Section 3 – Social and Community Facilities

Please tick only one box per line

	Not	Important		Very	
	1	2	3	4	5
a) Sports pitches and pavilion					
b) Public Footpaths					
c) Playground Areas					
d) Allotments					
e) Bowling Green					
f) Tennis Courts					
g) Local Shops (NB and see later)					
h) Doctors					
i) Nurses					
j) Dentists					
k) Opticians					
l) Pharmacy					
m) Internet Access					
n) More community meeting rooms					
o) Public Houses					
p) Cafes					
q) Restaurants					
r) Take Aways					

Please add any comments on the blank page opposite



Byfleet Forum

To Promote and Improve Byfleet Village



The population in the UK has increased in the last 10 years and there is a need for additional housing and other related developments.

What developments would you welcome in Byfleet for the benefit of current residents and for their children and their children's children.

Section 4 – Developments needed in the village

Please tick only one box per line

	No	More Needed			Many
	1	2	3	4	5
a) Luxury Houses					
b) Luxury Flats					
c) Private Houses					
d) Private Flats					
e) Affordable (ie starter) Housing					
f) Rented Housing					
g) Social/Council Housing					
h) Care Homes					
i) Schooling					
j) Medical Centre					
k) Youth Centre					
l) Sport Pavilion					
m) More community green areas					
n) More community meeting rooms					
o) More playgrounds					
p)					
q)					

Please add any comments on the blank page opposite



Byfleet Forum

To Promote and Improve Byfleet Village



What shops and businesses should be available locally?

Section 5 – Shops, Business and Industry

Please tick only one box per line

	Not	Important			Very
	1	2	3	4	5
a) Convenience Stores					
b) Post Office					
c) Butchers					
d) Bakers					
e) Greengrocers					
f) Florists					
g) DIY					
h) Furniture and House Appliances					
i) Sports Equipment					
j) Electrical and Plumbing					
k) Garages					
l) Car Accessories					
m) Car Sales					
n) Gambling					
o) Banks					
p) Accountants					
q) Solicitors					
r) Clothes Shops (men and women)					
s) Children's Clothes					
t) Health Shops					

Please add any comments on the blank page opposite



Byfleet Forum

To Promote and Improve Byfleet Village



THANK YOU VERY MUCH

So we know that we have an even distribution of responses to this questionnaire, please complete the following:

Road Name:

	Age Group			Gender	
	18-40	41-60	60+	Male	Female
Household Member 1:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Household Member 2:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Household Member 3:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Household Member 4:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Byfleet Residents Neighbourhood Forum

Please return your form to any of the following places:

Gammons Dry Cleaners	101 High Road
Sanway Stores	2 Sanway Close
Village Hall	54 High Road

Byfleet Residents Neighbourhood Forum

Joint Chairman - Contact Details:

John Bond - john@ByfleetForum.org - 01932 343351

Godfrey Chapples - godfreyhc@btinternet.com - 01932 343691

Please add any comments on the blank page opposite

9. Appendix 4 – Byfleet Questionnaire Responses

Byfleet Residents Neighbourhood Forum

Questionnaire Results on 06/10/2014

Section 1 - Important aspects of Byfleet

Results Sorted By Importance

Section 1	Replies	Scores>	Male	Female	18-40	41-60	61+	North	West	East
I) Green Belt - Murrays Lane	1596	7195	3250	3766	1662	2448	3085	1756	2321	2902
F) Recreation Ground	1596	6995	3173	3654	1723	2413	2859	1727	2280	2781
J) Green Belt - Queens Head	1596	6958	3144	3641	1620	2345	2993	1709	2242	2806
K) River Wey	1596	6951	3151	3636	1672	2387	2892	1749	2212	2776
G) Canal and Towpath	1596	6854	3105	3583	1674	2382	2798	1731	2193	2726
M) Access to A3 and M25	1596	6787	3056	3568	1635	2327	2825	1651	2179	2742
B) Village Hall	1596	6674	3037	3475	1509	2272	2893	1646	2150	2685
N) Railway Station	1596	6639	2999	3476	1605	2296	2738	1734	2123	2594
H) Manor Life Wildlife	1596	6580	2983	3435	1567	2281	2732	1606	2088	2693
C) Library	1596	6549	2948	3441	1514	2176	2859	1660	2059	2634
A) Plough Green	1596	6250	2849	3244	1358	2133	2759	1501	2051	2516
D) St Marys Centre	1596	6189	2778	3273	1296	2027	2866	1516	1997	2507
L) Boat House	1596	5585	2537	2903	1320	1952	2313	1449	1828	2143
E) Fire Station	1596	5426	2460	2826	1298	1845	2283	1409	1741	2109

Byfleet Residents Neighbourhood Forum

Questionnaire Results on 06/10/2014

Section 2 - Concerning aspects of Byfleet

Results Sorted By Concern

Section 2	Replies	Scores>	Male	Female	18-40	41-60	61+	North	West	East
A) Flooding	1596	7467	3384	3899	1729	2510	3228	1815	2394	3064
B) Building on Green Belt	1596	7367	3324	3860	1704	2507	3156	1774	2347	3053
I) Traffic	1596	7045	3197	3672	1666	2402	2977	1751	2245	2864
F) Potholes	1596	6964	3141	3648	1634	2317	3013	1723	2220	2821
P) Crime	1596	6845	3101	3573	1593	2310	2942	1693	2208	2752
J) Speeding	1596	6829	3091	3566	1614	2289	2926	1650	2252	2743
G) Pavement Damage	1596	6773	3053	3547	1554	2245	2974	1657	2189	2732
C) Lack of Medical Facilities	1596	6759	3049	3548	1537	2240	2982	1669	2137	2748
N) Anti-social behaviour	1596	6665	3027	3478	1556	2240	2869	1626	2160	2689
O) Litter	1596	6440	2926	3358	1483	2175	2782	1583	2086	2591
K) Dog Fouling	1596	6404	2903	3345	1475	2150	2779	1603	2028	2608
H) Public Transport	1596	6253	2806	3300	1412	2066	2775	1555	2022	2519
E) Parking	1596	6212	2796	3265	1404	2033	2775	1508	1984	2550
L) Air Pollution	1596	6185	2811	3223	1432	2065	2688	1535	1972	2517
M) Lack of youth facilities	1596	5824	2626	3060	1428	1952	2444	1516	1844	2290
D) Insufficient school places	1596	5757	2598	3010	1486	1853	2418	1468	1757	2368

Byfleet Residents Neighbourhood Forum

Questionnaire Results on 06/10/2014

Section 3 - Social and Community Facilities

Results Sorted By Importance

Section 3	Replies	Scores>	Male	Female	18-40	41-60	61+	North	West	East
H) Doctors	1596	7154	3234	3752	1690	2330	3134	1778	2284	2880
L) Pharmacy	1596	7149	3242	3738	1688	2348	3113	1745	2326	2887
I) Nurses	1596	6945	3140	3638	1614	2250	3081	1742	2207	2794
J) Dentist	1596	6643	3007	3471	1521	2176	2946	1670	2119	2672
B) Playground Areas	1596	6186	2787	3244	1619	2136	2431	1584	1971	2442
K) Opticians	1596	6165	2773	3231	1416	2000	2749	1547	1963	2492
C) St Mary Church	1596	5834	2615	3070	1339	1976	2519	1408	1910	2354
A) Sports Pitches/Pavilion	1596	5820	2650	3025	1445	2046	2329	1517	1883	2242
Q) Restaurants	1596	5505	2501	2863	1482	1963	2060	1419	1735	2186
N) Community Rooms	1596	5269	2384	2762	1169	1743	2357	1319	1743	2046
E) Allotments	1596	5194	2354	2720	1174	1768	2252	1354	1676	2018
O) Public Houses	1596	5173	2366	2669	1310	1855	2008	1286	1724	1997
G) Tennis Courts	1596	5114	2323	2675	1216	1777	2121	1335	1605	2020
P) Cafes	1596	5075	2297	2649	1350	1777	1948	1314	1660	1946
D) Methodist Church	1596	4976	2226	2623	1115	1661	2200	1239	1604	1993
F) Bowling Green	1596	4932	2242	2576	1080	1626	2226	1270	1580	1942
R) Take Aways	1596	4881	2207	2542	1379	1734	1768	1267	1496	1986
M) Public Internet Access	1596	4752	2155	2473	1081	1634	2037	1156	1564	1908

Byfleet Residents Neighbourhood Forum

Questionnaire Results on 06/10/2014

Section 4 - Developments needed in the village

Results Sorted By Need

Section 4	Replies	Scores>	Male	Female	18-40	41-60	61+	North	West	East
J) Medical Centre	1596	3714	1678	1944	887	1231	1596	897	1204	1498
M) Community Green Areas	1596	3184	1442	1652	769	1078	1337	815	1054	1224
I) School Places	1596	3177	1434	1660	825	1023	1329	820	992	1273
K) Youth Centre	1596	3153	1417	1654	770	1069	1314	792	1029	1235
L) Sport Facilities	1596	3023	1368	1576	759	1058	1206	788	960	1182
H) Pre-school Places	1596	2999	1349	1571	786	975	1238	784	934	1196
O) Playgrounds	1596	2645	1192	1380	683	866	1096	711	838	1024
C) Affordable/Starter Homes	1596	2509	1129	1322	598	788	1123	662	806	957
N) Community Rooms	1596	2445	1110	1273	549	819	1077	624	782	967
A) Family Homes	1596	2285	1035	1197	569	743	973	615	742	853
D) Rented Accommodation	1596	2117	950	1113	492	688	937	560	698	794
G) Care Homes	1596	2050	921	1083	459	655	936	527	672	795
E) Social/Council Housing	1596	2042	921	1075	447	647	948	536	690	752
B) Flats	1596	1973	891	1033	451	640	882	527	626	760
F) Retirement Housing	1596	1968	891	1028	455	633	880	513	636	765

Byfleet Residents Neighbourhood Forum

Questionnaire Results on 06/10/2014

Section 5 - Shops and Businesses

Results Sorted By Usage

Section 5	Replies	Scores>	Male	Female	18-40	41-60	61+	North	West	East
A) Convenience Store	1596	5662	2587	2936	1414	1944	2304	1351	1858	2297
B) Post Office	1596	5581	2528	2920	1303	1854	2424	1319	1814	2293
S) Newsagent	1596	5205	2365	2709	1224	1712	2269	1208	1668	2180
D) Baker	1596	4680	2129	2439	1161	1565	1954	1110	1567	1867
G) DIY	1596	4665	2111	2442	1106	1590	1969	1145	1489	1896
J) Electrical	1596	4439	2014	2321	981	1465	1993	1019	1444	1837
E) Greengrocer	1596	4437	2010	2318	1121	1518	1798	1054	1436	1821
P) Hairdresser	1596	4306	1941	2256	1024	1474	1808	1038	1446	1692
F) Florist	1596	4126	1847	2174	952	1351	1823	995	1354	1665
L) Garage Services	1596	4120	1882	2120	1002	1414	1704	961	1310	1722
C) Butcher	1596	3991	1820	2077	983	1348	1660	955	1316	1613
K) Plumbing	1596	3945	1797	2051	902	1318	1725	912	1270	1639
M) Car Accessories	1596	3824	1756	1964	921	1330	1573	919	1230	1550
R) Pet Shop	1596	3607	1615	1886	959	1304	1344	914	1171	1413
H) Furniture/Appliances	1596	3500	1560	1853	829	1216	1455	857	1147	1391
T) Clothes Shop (adults)	1596	3470	1534	1848	890	1178	1402	847	1118	1411
V) Health Shop	1596	3153	1398	1676	810	1133	1210	791	960	1312
I) Sport Equipment	1596	2894	1330	1488	749	1063	1082	714	922	1176
U) Clothes Shop (children)	1596	2888	1279	1529	827	984	1077	731	909	1164
N) Car Sales	1596	2544	1163	1312	623	896	1025	606	822	1038
Q) Laundrette	1596	2465	1121	1289	619	841	1005	599	781	1009
O) Gambling	1596	1938	891	992	486	657	795	471	649	764

10. Appendix 5 – Advert for Flood Meeting



Flood Meeting



Tuesday
January 27th
7:45pm for 8pm

Byfleet Village Hall

Please join us

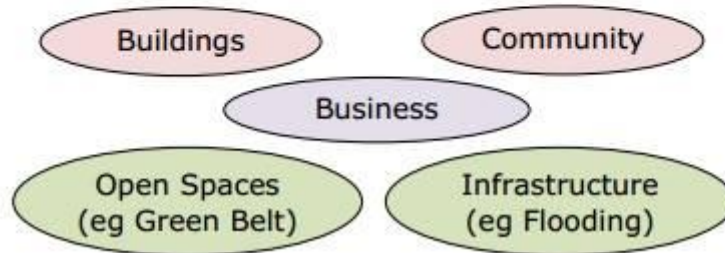
11. Appendix 6 – Byfleet Neighbourhood Drop-in (February 2016) poster



12. Appendix 7 – Advertisement for Byfleet Neighbourhood Drop-in (February 2016)



The Future of Byfleet Village



Neighbourhood Plan Drop-Ins

on
February 24th & 25th
(Wednesday & Thursday)

1pm–2pm & 6pm–8pm

At St Marys Community Centre, Stream Close

**PLEASE JOIN US
AND HAVE YOUR SAY
ON THE FUTURE OF BYFLEET**

13. Appendix 8 – Photographs from Byfleet Neighbourhood Drop-in (February 2016)



14. Appendix 9 – Byfleet Residents' Neighbourhood Forum Consultation Notice Advertisement



Fiona Syrett

2 September 2021 · 🌐

...

Forum Re-designation.....the consultation period begins tomorrow and WBC have produced some posters. If you can help by displaying one for us, please let me know. Many thanks.



Redesignation of Byfleet Residents' Neighbourhood Forum

Byfleet Residents' Neighbourhood Forum was established in February 2014 for a period of five years.

An application has been submitted to Woking Borough Council under the Neighbourhood Planning (General) Regulations 2012 (as amended) to redesignate the Byfleet Neighbourhood Forum for a further five years.

The application, including a copy of the written constitution, map of the Neighbourhood Area to which the designation relates, and contact details for the Forum, can be viewed by visiting www.woking2027.info/neighbourhoodplanning

Before the Council considers the application, it wishes to give everyone who lives, works or carries out a business in the existing, designated Neighbourhood Area the opportunity to comment on the application. Comments will be taken into account before a decision is made on the application. If a designation is made, no other organisation or body may be designated for that Neighbourhood Area until the designation expires or is withdrawn.

The consultation begins on **3 September 2021** and closes **29 October 2021**. Representations should be made in writing to Woking Borough Council, giving name, contact details and clearly stating reasons for support or objections to the application, providing evidence where appropriate.

Please submit representations to planning.policy@woking.gov.uk, or by letter to: The Planning Policy Team, Woking Borough Council, Civic Offices, Gloucester Square, Woking, Surrey GU21 6YL

For any further clarification, please contact the Planning Policy Team on **01483 743871** or email planning.policy@woking.gov.uk

Please be aware that representations received by the Authority may be made publically available.

5 comments



Like



Comment



Send



Share

15. Appendix 10 - Advertisement for Recruitment Meeting of Neighbourhood Forum Steering Committee Members

**Fiona Syrett**
2 February 2022 · 🌐...

****Forum AGM**** Monday 7th Feb at 7.30 at St Mary's Community Centre.

Byfleet Neighbourhood Forum AGM meeting
The Byfleet Neighbourhood Forum will be holding their AGM on
Monday 7th February 2022 at 7.30pm at St. Mary's Community Centre, Stream Close
Do feel free to come along if you are interested in local matters and would like to get involved. We are currently producing a village Neighbourhood Plan and are looking for residents who are interested in helping with this and in contributing ideas to help shape the vision of our village for future generations – in short, what we as the residents want to see.
A huge amount of work has already been completed but we now need new volunteers to help finalise the plan. You do not need to be an expert in planning matters, but you will need to be passionate about contributing towards creating a sustainable plan for the future for our community and its infrastructure. If you are interested or just want more information about what is involved, then please come along to our AGM and find out how you can help. We would love to see you there!



 72 shares

 Like  Comment  Send  Share

16. Appendix 11 – Photographs from Byfleet Parish Day 2022



17. Appendix 12 – Advertisement for public AGM meeting March 2023



Amanda Jayne Boote
Admin · 20 March 2023 · 🌐

...

Byfleet Residents Neighbourhood Forum - Annual General Meeting

Byfleet Residents Neighbourhood Forum will be holding their Annual General Meeting on Monday March 27th at 7pm at St. Mary's Community Centre in Stream Close, Byfleet.

All members of the public are invited to attend. The meeting will provide an update on the Byfleet Neighbourhood Plan and any other key village matters. Your local Councillors will be in attendance and refreshments will be provided.

This is a great opportunity to come along and ask any questions that you have on what's happening in the village.

A Neighbourhood Plan is an opportunity for local people to create a framework for delivering a sustainable future for the benefit of those who live, work within, or visit our area.

We hope to see you there!

Thanks, Amanda & Daryl



 7

 Like  Comment  Send  Share

18. Appendix 13 – Poster for Regulation 14 Consultation

Byfleet Village Neighbourhood Plan
2022-2027

Public Consultation

Pre-submission (Draft) Neighbourhood Plan
Regulation 14 Consultation



Byfleet Village Neighbourhood Plan drop-in
Byfleet Christmas Market
Byfleet Village Hall
Saturday, 2nd December - 10:30 to 15:00

Residents are invited to come along to the Byfleet Forum stall to view the plan, talk to Byfleet Forum Committee members to learn more about the proposed policies and provide comments on the draft [plan](#)

Paper copies can be viewed at the following [places](#)

Byfleet Library - St Mary's Centre for the Community - Byfleet Village Hall

Electronic copies of the plan are available to view on the Byfleet Forum Website at www.byleetforum.co.uk/theplan or scan our QR Code which take you straight to the [plan](#)



For any enquiries, please email administrator@byleetforum.co.uk



19. Appendix 14 – Byfleet Christmas Market 2023 invitation to businesses and residents

20 November 2023

Dear Byfleet Resident / Business - **Invitation**

The Byfleet Residents Neighbourhood Forum (BRNF) was created to produce a neighbourhood plan (BNP) to sit alongside the Woking Core Development Plan to support sensible development for our village. The plan sub-committee has been working hard for some time on a draft plan for the village, which is now ready for public consultation. This is now your opportunity to influence the future of the Byfleet village. The Byfleet Forum would very much welcome any views and comments from Byfleet Residents and Businesses regarding this consultation document.

You are therefore invited to come along to the **Byfleet Forum stall at Byfleet Christmas Market, Byfleet Village Hall on Saturday, 2nd December - 10:30 to 15:00** to talk to members of the BRNF committee and learn more about the plan.

Additionally, for those who may wish to take some time considering a response, hard copies can be viewed at the following places:-

Byfleet Library - St Mary's Day Centre - Byfleet Village Hall

Electronic copies of the plan are also available to view on the **Byfleet Forum Website at www.byleetforum.co.uk/theplan or scan our QR Code** to take you straight to the website. You will also find the Visions and Key Objectives of the forum on the homepage.



For any enquiries, please email by return to administrator@byleetforum.co.uk

We look forward to hearing from you.

With best wishes,

Andrew Weiss, Chair
Byfleet Resident's Neighbourhood Forum
Serving Byfleet Village

20. Appendix 15 - Byfleet Christmas Market 2023 invitation to neighbouring Councils

22 November 2023

Dear Runnymede Parish Council - **Invitation**

The Byfleet Residents Neighbourhood Forum (BRNF) was created to produce a neighbourhood plan (BNP) to sit alongside the Woking Core Development Plan to support sensible development for our village. The plan sub-committee has been working hard for some time on a draft plan for the village, which is now ready for public consultation. This is now your opportunity to influence the future of the Byfleet village. The Byfleet Forum would very much welcome any views and comments from Byfleet Residents and Businesses regarding this consultation document.

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With best wishes,

Andrew Weiss, Chair
Byfleet Resident's Neighbourhood Forum
Serving Byfleet Village

21. Appendix 16 – Statement of Common Ground

Byfleet Neighbourhood Plan and Woking Borough Council Statement of Common Ground

Byfleet Neighbourhood Plan (BNP) is currently in production by Byfleet Residents Neighbourhood Forum (BRNF). Both Woking Borough Council (WBC) and Byfleet Residents Neighbourhood Forum wish to work together on this plan to ensure that it can proceed smoothly through all the required processes to adoption.

The purpose of this document is to set out areas of consensus and disagreement noting that the aim is to avoid disagreement wherever possible. This document should be treated as a 'living' document and can be added to and amended as the parties progress through the various stages of plan making.

Item	Outcome
Evidence- Local Green Spaces	WBC confirmed in February 2024 that the format of the table justifying Local Green Space designations was acceptable.
Informal draft comments from WBC	WBC provided comments to BRNF on draft versions of the Neighbourhood Plan in April 2020, May 2022 and April 2023. WBC Planning Policy Manager provided additional comments in July 2024.
SEA/HRA screening	WBC provided a draft screening statement in November 2023 based on a September 2023 draft of the Neighbourhood Plan. This found no need for full SEA/HRA on the plan as currently drafted (pending comments from statutory consultees). A full screening statement incorporating consultee comments was provided in March 2024, with the same finding. This would need to be revisited if changes are made to the plan, in particular specifying quanta of development or allocating sites for development.
Regulation 14 draft	BRNF consulted on Regulation 14 draft in November-December 2023. This included WBC as required, but the notification did not get through to the WBC Planning Policy team. Subsequently the Planning Policy team were consulted directly on the Regulation 14 draft, and responded in February 2024.
Forum redesignation	Byfleet Residents Neighbourhood Forum was redesignated on 2 December 2021 following submission of an application in July 2021. Further redesignation will be required by 2 December 2026. Recommend beginning consideration of this. We now have a template for application or BRNF can re-use the previous format.



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