

Hook Heath Neighbourhood Plan

2015-2027

Consultation Statement

December 2014

Contents

- 1. INTRODUCTION 5
- 2. BACKGROUND 5
- 3. COMMUNITY ENGAGEMENT 6
- 4. OTHER ENGAGEMENT 7
 - 4.1. HOOK HEATH RESIDENTS’ ASSOCIATION 7
 - 4.2. WOKING BOROUGH COUNCIL 7
 - 4.3. STATUTORY BODIES AND LOCAL STAKEHOLDERS 8
- 5. PREPARATION OF THE DRAFT PLAN 11
 - 5.1. ISSUES CONSULTATION (APRIL - SEPTEMBER 2013) 11
 - 5.2. DROP-IN EVENT CONSULTATION (MARCH 2014) 12
- 6. PRE-SUBMISSION CONSULTATION (20 OCTOBER – 30 NOVEMBER 2014) 15
 - 6.1. CONSULTATION WITH STATUTORY BODIES AND LOCAL STAKEHOLDERS. 15
 - 6.2. CONSULTATION WITH RESIDENTS AND BUSINESSES 15
 - 6.3. SUMMARY OF CONSULTATION RESPONSES 17
- 7. CALENDAR OF COMMUNITY ENGAGEMENT 17
- 8. CONCLUSION 28
 - APPENDIX 1 29
 - Forum Updates
 - APPENDIX 2 32
 - Community Interest in the HHNF
 - APPENDIX 3 35
 - Forum Minutes
 - APPENDIX 4 38
 - Media
 - APPENDIX 5 43
 - Working Groups: Terms of Reference
 - APPENDIX 6 44
 - Issues Consultation
 - APPENDIX 7 46
 - Drop-in Event Consultation
 - APPENDIX 8 64
 - Pre-submission Consultation

1. INTRODUCTION

This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012. Section 15 (2) of Part 5 of the Regulations requires that a Consultation Statement:

- 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.

This Consultation Statement summarises all statutory and non-statutory consultation undertaken with the community and other relevant statutory bodies and stakeholders in developing the Hook Heath Neighbourhood Plan.

2. BACKGROUND

The community engagement process was initiated by the Hook Heath Residents' Association (HHRA) in April 2012 with an item in its annual newsletter, delivered to all residential properties in Hook Heath, to ascertain interest within the community in establishing a Neighbourhood Forum. The positive response encouraged representatives of an embryonic Steering Group, comprising Hook Heath residents, to meet with Planning Department personnel in Woking Borough Council (WBC) to seek their support in the neighbourhood planning process.

On the advice of WBC it was agreed that the extent of the Hook Heath Neighbourhood Area would consist of the area commonly called 'Hook Heath', extended to include a few more roads on the north-eastern periphery.

In May 2013 the Hook Heath Neighbourhood Forum formally applied to WBC to be the designated body to produce a Neighbourhood Plan. After due process, in October 2013 WBC accorded formal designation to the Hook Heath Neighbourhood Area (HHNA) and to the Hook Heath Neighbourhood Forum (HHNF).

The process of developing the Hook Heath Neighbourhood Plan (HHNP)¹ has been overseen and coordinated by the HHNF Steering Group which was formed of volunteer representatives of the community who contributed their time, expertise and enthusiasm. Throughout the development of the Plan, any individuals wishing to join the Steering Group to assist in the Plan's production were welcomed into the group.

¹ 'Hook Heath Neighbourhood Plan', 'Neighbourhood Plan', 'the Plan' and 'HHNP' are used interchangeably throughout this document.

3. COMMUNITY ENGAGEMENT

The HHNF website, www.hhra.co.uk/hookheathforum, has been the location where all the information on the HHNP could readily be accessed electronically. The webmaster ensured that comprehensive information was available including: the diary of events and action plan, monthly updates, minutes of Forum meetings, objectives, draft policies, feedback forms, survey results and analysis, maps and photographs; residents and those who work within the HHNA could also register as members of the Forum and access additional news about Hook Heath via a link to the HHRA website. The website also hosted the pre-submission version of the HHNP together with its supporting documents and a feedback facility for comments on the Plan from the community.

Contact details of all those who attended meetings and consultation events or who registered their interest in the Forum through completion of the membership form, response to questionnaires or feedback on draft policies were entered on a database. These 330 plus individuals received a regular monthly update from the HHNF Chairman detailing the progress of the Steering Group in taking the Neighbourhood Plan forward, and alerting them to forthcoming Forum meetings, consultation exercises and events where their input would be welcomed. (A sample update can be viewed in [Appendix 1.](#)) Reminder notices about Forum meetings as well as agendas and minutes were also circulated to all those on the database. Analysis of the 330 plus individuals listed on the HHNF database indicates that they are dispersed across the HHNA. (More detailed information confirming this distribution can be found in [Appendix 2.](#))

While the website served a valuable role in charting Forum developments and enabling feedback from most of the Hook Heath community, the Steering Group was aware that some members lacked access to the internet, so a more traditional form of engagement to encourage involvement and elicit comments was also employed. Paper copies of updates, Forum meeting agendas and minutes were hand delivered to those on the database who were unable to receive email communication. In addition, a series of leaflets (one incorporating the initial questionnaire), the Drop-in Event invitation and an abbreviated version of the pre-submission Neighbourhood Plan (excluding supporting documents) were hand delivered to all 725 properties in the HHNA. Provision was also made for those unable to submit feedback electronically at consultation events to do so in paper format to nominated individuals. Access to paper copies of the HHNP supporting documents was facilitated through attendance at Woking Library or at any of a series of drop-in events held during the six-week Pre-submission Consultation.

Forum meetings, like the monthly updates, have ensured a regular, sustained approach to community engagement. Since November 2012 meetings have been held at intervals of, on average, four months providing an opportunity for those attending to be kept informed through presentations on questionnaire analyses and policy proposals, as well as providing input to the Plan through open discussion. Meetings have been publicised on the Forum website and the HHRA noticeboard, with agendas also available online as well as being circulated to all on the HHNF database. Minutes of all meetings have been circulated and made available to the wider community in similar fashion. All meetings were held in the evening in a meeting room in the De Vere Venues conference centre located within the HHNA. The [Calendar of Community Engagement](#)

records dates of all meetings, numbers who attended, and summarises key points covered. (A sample set of minutes can be viewed in [Appendix 3.](#))

The local media has maintained interest in the formation of the HHNF and its local Neighbourhood Plan. A series of articles and photos have been published in the *Woking Advertiser* and *News and Mail* detailing progress from the Forum's first steps towards designation through to the completion of its draft Neighbourhood Plan. (A selection of these publications is included in [Appendix 4.](#))

4. OTHER ENGAGEMENT

4.1. HOOK HEATH RESIDENTS' ASSOCIATION

The HHRA has been in existence for around 30 years and over that time has dealt with a range of local issues including evaluating and responding to planning applications, informing and advising residents on such applications, ensuring trees are protected, communicating with Surrey County Council (SCC) over traffic and highways issues, and liaising with other bodies, such as utilities, over planned work in the area.

The HHRA has also represented the views of residents with WBC by, for example, submitting comments on key documents such as the Core Strategy and on proposals such as Woking's ward boundary changes.

Given this pivotal role in the community, it was, therefore, a logical step for the HHRA to take the lead in initiating the formation of the HHNF.

The HHRA has kept its members informed of Forum developments through its annual newsletter and with a report at its AGM. The Forum website has been established as a sub-domain of the HHRA website, and notices about forthcoming HHNF meetings have been displayed on the HHRA noticeboard. The Chairman of the HHNF has made regular reports on HHNF developments at all HHRA committee meetings. Ultimately, when the HHNF has completed its work, the HHRA will seek to ensure the policies of the Neighbourhood Plan, once adopted, are respected in all future planning applications.

4.2. WOKING BOROUGH COUNCIL

The advice of WBC was sought at a very early stage of the process of establishing a Neighbourhood Forum. In an initial meeting in September 2012 between personnel of the Planning Department and representatives of the embryonic HHNF Steering Group, WBC's Planning Policy Manager confirmed that he and his team were able to provide guidance and advice to the HHNF, and that a large body of evidence gathered in the course of producing its Core Strategy could be made available to the HHNF when specific information was requested.

Personnel from WBC attended the first two Forum meetings and, with their knowledge and expertise in planning issues, made constructive contributions to the discussion. In addition, at the first meeting, in November 2012, the Planning Policy Manager gave a presentation to those attending on neighbourhood planning, outlining the process to follow, and the roles and responsibilities of the Council and of the community.

WBC has continued to maintain its support and guidance to the HHNF through regular email communication and meetings. Key documents have been made available, useful websites have been provided, and information and advice on specific planning issues has been offered when needed. WBC has also acted as fund holder for the grant awarded to the HHNF by the Department for Communities and Local Government (DCLG).

The two WBC ward councillors for St Johns and Hook Heath, and the Surrey County Council Woking South-West Councillor indicated an early interest in the HHNF. The inclusion of their contact details on the HHNF database ensured they received regular emails about the progress of the HHNP. Their attendance at HHNF meetings enabled them to provide valuable input such as clarification on planning issues and specific points to consider in drawing up the Neighbourhood Plan.

4.3. STATUTORY BODIES AND LOCAL STAKEHOLDERS

In early July 2014 a letter was sent to the statutory bodies and local stakeholders identified at that time, including those prescribed by regulation and other local potentially interested organisations, confirming that the HHNF would consult appropriately with them. Recipients were invited to indicate how they would like to be involved and notified that they would receive the pre-submission version of the HHNP; this document was sent to all statutory bodies and local stakeholders in October 2014. Those consulted, together with their contact details, are listed below.

Consultation: organisations/businesses/landowners/statutory bodies			
Organisation / Business	Contact	Postal Address	Email address
Local residents' associations / local organisations			
Allen House Park Management Company Ltd	Derek Taylor (Director and Secretary)	28 Allen House Park, Woking GU22 0DB	derektaylorahp@aol.com
Basingstoke Canal Society	Philip Riley (Chairman)		chairman@basingstoke-canal.org.uk and wincombecottage2@gmail.com
			enquiries@basingstoke-canal.org.uk
Brookwood Village Association	Mike Peel (Chairman)	44 Heath Drive, Brookwood, Woking GU24 0HQ	

Brookwood and Bridley Neighbourhood Forum	Cllr Kevin Davis (Chairman)	9 West Hill Close, Brookwood, Woking GU24 0EX	chair@bbnf.org.uk
Egley Road Residents' Association	Steve Wonham (Chairman)		stevewonham@hotmail.com
	Eve Londner (Secretary)		elondner@revner.co.uk
Mayford Village Society	Joe Grammer (Chairman)	245 Saunders Lane, Mayford, Woking GU22 0NU	joew23@btinternet.com
	Ron Dawes (Secretary)	Severals, Woodpecker Way, Mayford, Woking GU22 0SG	ron2dawes@aol.com
St John's Church	Tony Cannon (Vicar)	Church Road, St John's, Woking, GU21 7QN	vicar@stjohnswoking.org.uk
			office@stjohnswoking.org.uk
St John's Memorial Hall Association	Jon Jarrett (Chairman)	St John's Village Memorial Hall, St John's Lye, St John's, Woking GU21 7SQ	bookings@stjohnsmha.co.uk
Local businesses			
CCS Insurance Services Ltd	Andrew Gibbs	Wych House, Wych Hill, Woking GU22 0EU	andrew@ccsinsure.co.uk
Crofton Healthcare	Ivan Lawler (Centre Director)	Wych Hill, Woking GU22 0ES	info@croftonhealthcare.co.uk
Londis	Emmanuel Okorie (shop owner)	Aberdeen House, Wych Hill, Woking GU22 0EU	
Peter Jones Hair Design	Peter Jones (business owner)	2 Pineview, Wych Hill, Woking GU22 0HZ	
Signature Hair by Mela	Mela (business owner)	Wych Hill, Woking GU22 0EU	
The Star Inn		Wych Hill, Woking GU22 0EU	
Punch Taverns		Jubilee House, Second Avenue, Burton upon Trent, Staffs, DE14 2WF	
Wych Hill News	Zafar Iqbal (shop owner)	Wych Hill, Woking GU22 0EU	
Local landowners			
John Canning Bolton		Baytree Cottage, Ripley Road, East Clandon, Guildford, Surrey GU4 7SE	
Gordon Robert Edmondson		6 The Clock House, 192 High Road, Byfleet, Surrey KT14 7BT	

Jocelyn Harrow		c/o Property Vision Ltd, Old Boundary House, London Road, Sunningdale, Ascot, Berkshire SL5 0DJ and c/o Andrew Harrow, Allen & Overy, 1 New Change, London EC4M 9QQ	
Louise Ann Jordan and Marcus Jordan		16 Burntwood Grange Road, London SW18 3JX	
Carey Hope Milne		Broadhatch Cottages, Bentley, Farnham, Surrey GU10 5JL	
Brookwood Cemetery Ltd		Glades House, Cemetery Pales, Brookwood, Woking, GU24 0BL	info@brookwoodcemetery.com
Martin Grant Homes	Haydn Payne (Strategic Planning and Land Manager)	Grant House, Felday Road, Abinger Hammer, Dorking RH5 6QP	sales@martingranthomes.co.uk
Camargue (nominated as point of contact for Martin Grant Homes)	Tim Read (Director)	Eagle Tower, Montpellier Drive, Cheltenham GL50 1TA	tread@camarguepr.com
William A Hodgetts		136 Kingsway, Woking, Surrey GU21 6NR	
Parker Building Supplies Ltd		Bolton Close, Bellbrook Industrial Estate, Uckfield, East Sussex TN22 1QZ	
Quantum Beer	Brian Smith (Director)	249 Cranbrook Road, Ilford, Essex IG1 4TG	
Oliver H Samuelson		Silvermead, Green Lane, Chobham, Surrey GU24 8PH	
David P and Jeffrey C Samuelson		35 Redan Street, London W14 0AB	
Summus Properties	James Best (Secretary)	45 Bedford Row, London WC1R 4LN	
Taylor Wimpey (South West Thames office)	Chris Carney (Managing Director)	Thornetts House, Challenge Court, Barnett Wood Lane, Leatherhead, Surrey KT22 7DE	
Turley (nominated as point of contact for Taylor Wimpey)	Ryan Johnson (Director)	6 th Floor North, 2 Charlotte Place, Southampton, SO14 0TB	ryan.johnson@turley.co.uk
Margaret J Weller		10 Fairlop Walk, Elmbridge Village, Elmbridge Road, Cranleigh, Surrey GU6 8TW	

Statutory bodies			
English Heritage	Alan Byrne	English Heritage South East Region, Eastgate Court, 195-205 High Street, Guildford, Surrey GU1 3EH	e-seast@english-heritage.org.uk
Environment Agency	Jonathan Fleming	Goldcrest House, Alice Holt Lodge, Farnham, Surrey GU10 4LH	planning-farnham@environment-agency.gov.uk
	Marie Martin (Planning Specialist)		marie.martin@environment-agency.gov.uk
Highways Agency	Patrick Blake	Highways Agency, 1A Federated House, London Road, Dorking RH4 1SZ	patrick.blake@highways.gsi.gov.uk
	Nawal Atiq		nawal.atiq@highways.gsi.gov.uk
Natural England	Kayleigh Cheese (Planning Advisor)	Consultations Team, Sustainable Development, Block B, Government Buildings, Whittington Road, Worcester WR5 2LQ	consultations@naturalengland.org.uk

5. PREPARATION OF THE DRAFT PLAN

5.1. ISSUES CONSULTATION (APRIL - SEPTEMBER 2013)

Initially, members of the Steering Group drew on their knowledge of issues and concerns raised by members of the HHRA in recent years to identify what they considered to be three broad areas for the HHNP to focus on: built environment, local infrastructure and open spaces. In order to ascertain whether these were the right issues, the Steering Group undertook a range of consultation exercises:

- a) At the Forum meeting in April 2013 an open discussion invited those attending to identify issues which they felt should be included in the Neighbourhood Plan.
- b) Update 3 in May 2013 informed readers that three working groups would be formed, each taking forward one of the three areas: built environment, local infrastructure and open spaces. The formation of these working groups and initial membership of them was confirmed in Update 4 in June 2013. (Terms of reference drawn up to guide the working groups can be seen in [Appendix 5](#).)
- c) At the Forum meeting in July 2013 working group leaders provided brief reports on work undertaken up to that point.
- d) Update 6 in August 2013 notified readers that they would be receiving a questionnaire inviting feedback to four open-ended questions and that responses would be analysed to inform the work of the working groups.
- e) Paper copies of the initial questionnaire were hand delivered in September 2013 to all 725 properties in the HHNA and a copy was also placed on the website.

Recipients were invited to respond online or by submitting responses on paper to one of three named individuals.

- f) At the Forum meeting in November 2013 a presentation was given on the analysis of the questionnaire responses. Working group leaders made short presentations on proposed objectives and draft policies emerging from the analysis. Those attending the meeting provided feedback.
- g) Update 9 in November 2013 encouraged those who had been unable to attend the meeting to provide feedback on the questionnaire analysis and proposed policies.

In total 100 responses to the questionnaire were received. Analysis of the results identified that the key reasons why individuals moved to the Woking area were the attractions of rail, road and air links, access to open space, woods and greenery, as well as work commitments and local schools. Features of Hook Heath that specifically appealed were trees and greenery, spaciousness, peacefulness, large gardens, local architecture, golf courses and large houses. Features which would enhance the living environment were listed as traffic calming, additional shops and a pub/restaurant as well as other amenities, parking control and maintenance of paths and roads. The top three issues detracting from enjoyment of Hook Heath were speeding, infilling and noise. (More detailed analysis of the questionnaire responses can be found in [Appendix 6](#).) Detailed minutes of the meetings and updates from this consultation process, together with the presentations analysing the questionnaire results and putting forward proposed policies were circulated to all on the HHNF database and made available on the HHNF website.

The issues identified in the consultation confirmed that the three broad areas previously identified, built environment, local infrastructure and open spaces, were those highest on the agenda of the local community and should therefore be the focus of proposed policies in the HHNP.

5.2. DROP-IN EVENT CONSULTATION (MARCH 2014)

Following a policy writing workshop in December 2013 led by the HHNF's mentors from Locality (an organisation providing support on neighbourhood planning, funded by the DCLG), working groups focused on developing objectives and outline policies which reflected the views expressed in response to the Issues Consultation which ran from April to September 2013. A Drop-in Event arranged for Saturday 15 March 2014, in a room made available by the Woking Lawn Tennis and Croquet Club (WLTCC) located within the HHNA, provided an opportunity for the community to meet members of the Forum's Steering Group, ask questions, learn more about the policies being developed and put forward their thoughts, suggestions and ideas. The event was publicised in a number of ways:

- a) Updates 10 (December 2013), 11 (January 2014) and 12 (February 2014) provided details on the event. These were circulated to all on the HHNF database and made available online.

- b) The event was publicised on the HBNF and HHRA website, and on the HHRA notice board.
- c) An invitation to the Drop-in Event was printed and hand delivered to all 725 properties in the HHNA at the end of February 2014. (A copy of the invitation can be found in [Appendix 7](#).)
- d) The community was reminded of the forthcoming event through a series of countdown signs attached to speed signposts at the end of the road where the WLTC is located and on 'Hook Heath' signs at the entry points to the HHNA.
- e) A banner was attached to the outside wall of the WLTC.
- f) Articles about the Drop-in Event appeared in the *Woking News and Mail* and the *Woking Advertiser* on 13 March and 14 March respectively.

At the Drop-in Event itself a series of display boards was used to inform and stimulate interest. These covered: maps showing the HHNA, green belt, conservation areas and location of trees under tree protection orders; aerial photographs and scenic shots of Hook Heath; background information including census data, questionnaire analysis, a chart explaining links between the HBNF and other bodies. Posters highlighted the objectives and draft policies put forward by the three working groups: Built Environment, Local Infrastructure and Open Spaces. Members of the Steering Group were on hand to discuss the material on display.

All in attendance were invited to add brief comments to the 'graffiti window', and were provided with a questionnaire to provide feedback on the displayed policy proposals. In addition to a 'yes/no' response to a series of questions related to the policies, additional comments were welcomed.

The event was well attended with 127 individuals completing and submitting the questionnaire. A reporter from the *Woking Advertiser* visited the event, with a report and accompanying photograph being published in the paper on 21 March.

Analysis of 'yes/no' responses to questions posed in the questionnaire is shown below. If no 'yes/no' response was given, it was, where clear, inferred from any comment made. Any unclear response or lack of response was recorded as 'don't know'.

Questions	Number of responses		
	Yes	No	Don't know
Do you agree with all the displayed policies suggested by the <u>Built Environment</u> working group?	105	5	17
Do you agree with all the displayed policies suggested by the <u>Local Infrastructure</u> working group?	108	2	17
Do you agree with all the displayed policies suggested by the <u>Open Spaces</u> working group?	102	2	23

There was an approval rating of over 80% for the policies of all three groups.

Questions	Percentages		
	Yes	No	Don't know
Built Environment			
Do you want the general residential character and housing mix in Hook Heath to remain the same?	91	1	8
Do you wish to see any increase in the number of commercial enterprises in Hook Heath?	7	83	10
Is the street scene and inter-plot screening important to the built environment of Hook Heath?	85	2	13
Local Infrastructure			
Do you have any concerns about on-street parking?	70	20	10
Do you agree that speeding is an issue in the area?	76	16	8
Do you consider that certain roads in the area are being used as rat runs?	76	8	16
Open Spaces			
Do we need more formal and informal sports facilities such as running or cycling circuits or play areas?	28	53	19
Do we need more footpaths or cycleways in the area?	42	38	20
Should the Green Belt areas, also defined as of landscape importance, south of Hook Heath Road to Saunders Lane, and east of Hook Heath/Allen House Park down to the railway, be developed?	9	72	19
General Question			
Is there anything else we should have considered in drawing up <u>any</u> of our policies?	14	47	39

(Additional written comments on the three broad areas and responses to them can be accessed in [Appendix 7.](#))

Detailed minutes of the meetings and updates referred to above together with the presentation analysing the questionnaire results, and objectives and proposed policies were circulated to all on the HHNF database and made available on the HHNF website.

The results of the questionnaire confirmed that there was a high approval rating for the proposed policies.

6. PRE-SUBMISSION CONSULTATION (20 OCTOBER – 30 NOVEMBER 2014)

The pre-submission stage of the Neighbourhood Plan process is a legal requirement set out under Regulation 14 of the Neighbourhood Planning Regulations.

A copy of the draft Plan was sent to WBC. Consultation with the community, statutory bodies and local stakeholders on the pre-submission draft Plan began on Monday 20 October 2014 and ran until Sunday 30 November 2014. A series of consultation steps was taken.

6.1. CONSULTATION WITH STATUTORY BODIES AND LOCAL STAKEHOLDERS

- a) In early July 2014 a letter was emailed, posted or hand delivered to all statutory bodies and local stakeholders identified at that time informing them that later in the year they would be receiving a full copy of the pre-submission Plan, and inviting them to contact the HHNF should they wish to be involved in the consultation process at an earlier date. (A list of recipients and their contact details can be seen in Section 4.3 Statutory Bodies and Local Stakeholders.)
- b) Before the start of the Pre-submission Consultation the full draft of the Neighbourhood Plan was emailed, posted or hand delivered to all consultees together with a covering letter informing them of the statutory consultation process. They were invited to access the supporting documents online and to provide comments on the Plan.

6.2. CONSULTATION WITH RESIDENTS AND BUSINESSES

- a) In late July 2014 a letter was hand delivered to all 725 properties in the HHNA informing recipients that they would receive a paper copy of the abbreviated version of the pre-submission Neighbourhood Plan, and that a full copy of the Neighbourhood Plan and supporting documents would be accessible online. Feedback could be submitted either via the feedback facility on the HHNF website or in paper format.
- b) Updates 17 (July 2014) and 18 (August 2014) provided further details about the forthcoming consultation process. These were circulated to all on the HHNF database and made available online.

- c) A printed copy of the abbreviated version of the pre-submission Neighbourhood Plan was hand delivered to all 725 properties in the HHNA in the days leading up to 20 October. An introductory letter from the Chairman directed individuals to the HHNF website where the full Plan and supporting documents could be viewed and comments left via the online feedback facility. Residents with no internet were offered access to printed versions of the full draft Plan and supporting documents, and were invited to provide feedback via the tear-off form at the back of the abbreviated Plan document.
- d) Updates 19 (September 2014), 20 (October 2014) and 21 (November 2014) provided reminders of the Pre-submission Consultation process. These were circulated to all on the HHNF database and made available online.
- e) At the HHNF AGM on 19 November the Chairman encouraged those attending to provide feedback on the draft Neighbourhood Plan.
- f) Three drop-in 'talk about the Plan' sessions were held as follows: on Saturday 25 October (11.00 am – 1.00 pm) and Saturday 8 November (1.00 pm – 3.00 pm) in the WLTC; and on Thursday 20 November (7.00 pm – 9.00 pm) in Gorse Hill conference centre. A variety of dates, times and locations was offered in order to provide an opportunity for as many as possible to attend if they wished to do so. These sessions were publicised on the HHNF website, in the letter from the Chairman hand delivered as part of the abbreviated draft Neighbourhood Plan document to all properties in the HHNA, in Updates 19 (September 2014) and 20 (October 2014) and on the HHRA notice board.

Printed copies of the full draft Plan and of the supporting documentation could be viewed at the 'talk about the Plan' sessions; copies of the feedback form were also provided. Those attending could complete and/or submit feedback forms, raise questions, offer oral feedback or discuss the Plan with members of the Steering Group in attendance.

- g) Printed copies of the full Neighbourhood Plan, supporting documentation and feedback forms were made available at Woking Library (opening hours from 9.00 am until 5.00 pm on Saturday, until 6.00 pm on Monday, Wednesday and Friday, and until 7.00 pm on Tuesday and Thursday).
- h) The HHNF website and a poster on the HHRA notice board publicised the six-week Pre-submission Consultation.
- i) An article informing the local community about the Pre-submission Consultation appeared in the *Woking Advertiser* on 17 October.

6.3. SUMMARY OF CONSULTATION RESPONSES

In total feedback was received from 53 residents and 8 local stakeholders/statutory bodies resulting from statutory consultation. Details of all feedback can be accessed in [Appendix 8](#) along with responses from the HHNF Steering Group. Any changes made to the pre-submission version of the HHNP in response to feedback received are highlighted in the final version of the Neighbourhood Plan which was submitted to WBC.

7. CALENDAR OF COMMUNITY ENGAGEMENT

The calendar of community engagement provides a record of the regular and sustained process of consultation with all those who live and work in the HHNA. It covers the period from the initial contact with the community in April 2012 to ascertain interest in establishing a Neighbourhood Forum through to completion of the consultation process on the pre-submission draft of the HHNP in November 2014.

Date	Event	Purpose
Apr-12	HHRA annual newsletter hand delivered to all Hook Heath residents. Copy placed on HHRA website.	Included an item outlining the option, under the provision of the 2011 Localism Act, of setting up a Neighbourhood Forum in Hook Heath to produce a Neighbourhood Plan. Residents were invited to contact the HHRA Chairman to indicate support and/or interest in being involved.
3-Jun-12	Email from Vice Chairman of HHRA to Hook Heath residents who had expressed interest in proposed Neighbourhood Forum	Thanks expressed for interest shown and residents informed that the next step would be an initial meeting of HHRA committee members with WBC Planning Department personnel.
5-Aug-12	Gorse Hill Open Day	HHRA stall at this event, open to the public, provided information on the HHRA and Neighbourhood Plan concept.
20-Sep-12	Meeting of embryonic HHNF Steering Group with WBC Planning Policy Manager and Senior Planning Officer	Discussed setting up a Neighbourhood Forum in Hook Heath. Issues addressed: <ul style="list-style-type: none"> the reason for establishing a Neighbourhood Forum for Hook Heath; the likely response of WBC to an application to establish the HHNF; possible boundaries of the projected HHNF area; the level of support available from WBC in developing a Neighbourhood Plan.
Oct-12	Delivery of letters to residents of proposed extension to HHNF area	Letters delivered to 45 households in Orchard Mains, part of Wych Hill, Wych Hill Rise and Blackbridge Road to ascertain residents' interest in becoming part of the HHNF.
Oct-12 / Nov-12	Receipt of letters from local businesses	Letters/emails of support for HHNF received from three of the six businesses, SMC Garage, Woking Lawn Tennis and Croquet Club, and Gorse Hill, in the HHNA.
Oct-12	HHRA AGM – calling notice and agenda hand delivered to all residents in HHRA area and	Attendance: 31 households represented. Those attending were informed of the benefits of setting up a Neighbourhood Forum in Hook Heath and producing a

	displayed on HHRA notice board	Neighbourhood Plan, and of an initial meeting with members of WBC Planning Department that had taken place to discuss this.
6-Nov-12	Meeting of embryonic HHNF Steering Group with WBC Senior Planning Officer	Walk completed around the proposed extension to the existing HHRA boundary which, together with the area already covered by the HHRA, would form the HHNF area.
Nov-12	Letters/emails of support	Letters/emails of support for the HHNF received from 8 households in Orchard Mains, Wych Hill, Wych Hill Rise and Blackbridge Road.
28-Nov-12	Forum meeting #1 – agenda and minutes emailed to all those who had expressed interest in proposed HHNF. Copies also posted on initial version of HHNF website.	Attendance: 24 including SCC councillor, WBC Planning Services Manager, WBC Planning Policy Manager, WBC Corporate Strategy Manager. Key agenda items: <ul style="list-style-type: none"> • registration forms completed by all those attending meeting; contact details subsequently entered onto HHNF database; • steps for setting up a Neighbourhood Forum and developing a Neighbourhood Plan outlined in full by WBC Planning Policy Manager; • proposed HHNA outlined; • open discussion included: Neighbourhood Forum boundary; funding; timespan of Neighbourhood Forum; sustainability appraisal; issues for inclusion in a Neighbourhood Plan; Neighbourhood Plan referendum; • a vote of all present agreed on the name 'Hook Heath Neighbourhood Forum' and on the next steps: drafting a constitution; election of officers.
10-Dec-12	Receipt of letter from Jonathan Lord MP	Letter to Chairman received from local MP, Jonathan Lord, offering congratulations for setting up the HHNF.
6-Feb-13	Meeting of members of embryonic HHNF Steering Group with WBC Planning Policy Manager	Further discussion of the setting up of a Neighbourhood Forum for Hook Heath, and its proposed registration application and constitution (draft documents emailed to WBC prior to meeting).
20-Feb-13	Email received from WBC Planning Policy Manager	Feedback (compilation of comments from WBC Planning Policy Manager and colleagues) on draft registration application and constitution.
Feb-13	Forum update #1 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	Items covered: <ul style="list-style-type: none"> • information on new HHNF website; address provided; • progress of application and constitution to establish HHNF; • report on meeting with WBC Planning Policy Manager; • invitation to identify issues which a Neighbourhood Plan might address; • invitation to join a working group: Built Environment, Open Spaces, Local Infrastructure.
Mar-13	Forum update #2 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	Items covered: <ul style="list-style-type: none"> • update on draft application and constitution to establish HHNF; • request for submission of nominations for management committee; • reminder about April Forum meeting and

		<p>importance of identifying key issues at that meeting;</p> <ul style="list-style-type: none"> • invitation to contribute to the work of the Forum.
Mar-13	Draft application and constitution emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website.	Draft application to establish the HHNF and constitution publicised. Feedback welcomed from all members of the community.
Apr-13	HHRA annual newsletter hand delivered to all Hook Heath residents	Included an item outlining progress in establishing the HHNF and likely future developments.
24-Apr-13	Forum meeting #2 – agenda and minutes emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website.	<p>Attendance: 29 including WBC councillor, SCC councillor, WBC Planning Policy Manager, WBC Corporate Strategy Manager.</p> <p>Key agenda items:</p> <ul style="list-style-type: none"> • report by Chairman on developments since previous meeting: drafting of application for registration of HHNF and HHNA; compilation of database of members registering interest in proposed HHNF; drawing up of demographic profile of registered members; meetings with WBC Planning Policy Manager; creation of sub-domain website for proposed HHNF; initial steps in generating online questionnaire to gather information on issues of concern from residents; receipt of a message of support from Jonathan Lord MP; • minor amendments to draft application and constitution agreed; meeting unanimously approved submission of application and constitution (with inclusion of amendments) to WBC; • officers were elected; • open discussion identified issues of importance to residents of Hook Heath listed under three broad areas: built environment, open spaces and local infrastructure.
9-May-13	Woking Informer	Article published entitled 'Hook Heath group seeking to shape future with forum'.
16-May-13	Woking News & Mail	Article published entitled 'Residents united: Hook Heath in favour of Neighbourhood Forum'.
May-13	Forum update #3 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • update on application for registration of HHNF; application submitted to WBC; • issues relevant to Hook Heath raised at the Forum meeting on 24 April to be taken forward by the three working groups (Built Environment, Local Infrastructure and Open Spaces) once membership is finalised; • online questionnaire being developed.

Jun-13	Forum update #4 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • WBC six-week consultation on the application to register the Forum underway: start and finish date provided; website address to access the notice inviting comments provided; email address and postal address to register support provided; • confirmation of officers elected on to management committee; • confirmation of working group leaders and project co-ordinator; • volunteers to join the working groups invited to contact HHNF Chairman; • application submitted for specialist consultancy and financial support for the HHNF; • work on drafting online questionnaire ongoing; • request for photos of Hook Heath for inclusion in the HHNP or on the HHNF website; • WBC Green Belt review; • reminder of next Forum meeting on 24 July.
20-Jun-13	Woking News & Mail	Public notice published by WBC about six week consultation period entitled 'Application for designation of a Neighbourhood Forum and Neighbourhood Area for Hook Heath'.
24-Jul-13	Forum meeting #3 – agenda and minutes emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website.	<p>Attendance: 21 including WBC councillor</p> <p>Key agenda items:</p> <ul style="list-style-type: none"> • report by Chairman on developments since previous meeting: continued discussion with Mayford Village Society and WBC on southern boundary of HHNF; commencement of six week consultation period (20 June to 2 August); infrastructure needed to produce a Neighbourhood Plan in place; committee meetings and meetings with various other residents held; working group leaders and project co-ordinator appointed; • presentation by project co-ordinator on project overview and tasks to be completed; • discussion on proposal for consultation process to engage HHNA community in developing HHNP; • reports from working group leaders; • Finance report by Treasurer.
Jul-13	Forum update #5 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • thanks conveyed to those who had already contacted WBC to express support for the HHNF application; • encouragement given to others to register support; email address, website address and postal address supplied to do so; • numbers registering their interest in Forum at 80; • photos of Hook Heath requested; • reminder of next Forum meeting on 24 July.

Aug-13	Leaflet hand delivered to all properties in HHNA	Information provided about benefits of Neighbourhood Forum to Hook Heath; email and website links provided to obtain further information and for individuals to register support during WBC's six-week consultation period.
Aug-13	Forum update #6 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • thanks expressed to all those who registered support for the proposed Forum to WBC during six-week consultation period; • next key dates: 10 October when WBC Executive considers the application; 24 October when full Council votes on it; • imminent arrival of leaflet requesting input to help shape the future development of Hook Heath; responses to four key questions invited; analysis of responses to inform development of HHNP and future consultation events; • success in securing grant from the DCLG and direct support from a Locality consultant to advise and guide the HHNF in its production of HHNP; • photos of Hook Heath requested; • reminder of next Forum meeting on 20 November.
Aug-13	Email communication between HHNF Chairman and WBC Planning Policy Manager	WBC Planning Policy Manager updated HHNF Chairman regularly on responses received during six-week consultation period.
5-Sep-13	Woking News & Mail	Article published entitled 'Question time for Hook Heath; Forum asks public what's most important'.
6-Sep-13	Woking Advertiser	Article published entitled 'Residents are urged to shape future'.
Sep-13	Leaflet incorporating questionnaire hand delivered to all properties in HHNA.	Summary of benefits of Neighbourhood Forum and Neighbourhood Plan; update on progress so far; invitation to be involved in consultation process; questionnaire of four key questions provided to be completed in paper format or online (postal and website addresses provided).
Sep-13	Forum update #7 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • reminder about key dates: 10 October when WBC Executive considers HHNF application; 24 October when full Council votes on it; • questionnaire delivered to all properties in the HHNA; responses to four key questions invited; • change to southern boundary of the HHNA agreed with WBC; • demolition of local care home; • WBC Green Belt Review underway; • reminder of next Forum meeting on 20 November.
10-Oct-14	Woking News & Mail	Article published entitled 'Forum all set for go-ahead; Executive review application'.
11-Oct-13	Woking Advertiser	Article published entitled 'Forum moves closer to approval'.

Oct-13	HHRA AGM – calling notice and agenda hand delivered to all residents in HHRA area and displayed on HHRA notice board	Attendance: 26 households represented. Those attending were informed of HHNF developments since October 2012.
Oct-13	Forum update #8 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • confirmation of formal designation by WBC of HHNF and HHNA; • congratulations conveyed from WBC Executive to HHRA for its initiative in establishing a Neighbourhood Forum; • presentation on the results of questionnaire to be given at next Forum meeting on 20 November; thanks conveyed to all who responded to questionnaire; • HHNF banners to raise awareness of the Forum banned due to contravention of Advertising Regulations; two on display in the roadside garden of a Forum member; • reminder to register as Forum members; website link to do so provided; • reminder of next Forum meeting on 20 November.
31-Oct-13	Letter from Jonathan Lord MP	Letter received from local MP Jonathan Lord congratulated HHNF on its formal designation and progress to date and offered good wishes moving forward in producing a Neighbourhood Plan.
20-Nov-13	Forum meeting #4 – agenda and minutes emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website.	<p>Attendance: 31 including two WBC councillors. Key agenda items:</p> <ul style="list-style-type: none"> • report by Chairman on developments since previous meeting: formal designation of HHNF given at full Council meeting on 24 October; southern boundary of HHNA confirmed; three working groups established (Built Environment, Local Infrastructure and Open Spaces); June 2014 set as target date for first draft of HHNP; government grant secured; support from a team of planning advisors provided under a government scheme secured; • presentation given on results of questionnaire; • open discussion included: presentations given by group leaders on development of policies in response to questionnaire responses; feedback on updated drafts from those attending meeting included comments on listed buildings, green space either side of footpaths; • notification of dates of consultation events (meetings and drop-in event) in 2014; • Finance report by Treasurer.

Nov-13	Forum update #9 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • thanks conveyed to all who attended Forum meeting on 20 November; minutes and PowerPoint presentation on analysis of responses to questionnaire available on HHNF website; • preliminary draft policies of the three working groups (Built Environment, Local Infrastructure and Open Spaces) available on HHNF website; • further comments and ideas on questionnaire analysis and draft policies welcomed; • numbers registering interest in the Forum more than 200; link for registering membership provided; • suggestions for making contact with younger residents welcomed; • interesting facts emerging from analysis of the 2011 Census provided; • members of HHNF Steering Group to attend a policy writing workshop run by Locality; others interested in attending asked to contact the Chairman; • update on closure of local care home.
Dec-13	Forum update #10 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • useful progress in laying the foundations of policies to be included in initial draft of Neighbourhood Plan; much more work needed; • Locality-run writing policy workshop provided attendees with better understanding of how policies should be developed; • all invited to Drop-in Event to be held at WLTC on 15 March 2014; draft policies on display; comments, suggestions and ideas welcomed; • dates of three Forum meetings to be held in 2015 publicised; • more interesting facts emerging from analysis of the 2011 Census provided; • update on planning developments: local care home and local conference centre; • news of other forums within WBC; • volunteers to help take forward the work of the HHNF encouraged to contact HHNF Chairman.
13-Jan-14	Meeting between HHNF Chairman and Deputy Chairman and WBC Planning Policy Manager and WBC Senior Planning Officer	<p>Items discussed:</p> <ul style="list-style-type: none"> • HHNF numbers, and past and future dates and events; • analysis of the questionnaire results; agreed these provided a useful starting point for the evidence base for policies for HHNP; • neighbourhood planning guidance websites: www.woking2027.info and www.surreyi.gov.uk. • Green Belt Review.

Jan-14	Forum update #11 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • change of personnel: one working group leader and project co-ordinator stand down; new project co-ordinator plus four new members for working groups volunteer help; • 218 individuals registered as interested in HHNF; • aerial photos taken of the HHNA by Steering group member accessible on HHRA website; • reminder about HHNF Drop-in Event on Saturday 15 March; formal invitations to be delivered in February; all welcome to attend, assess progress of proposed policies and give feedback; • update on planning developments; displays of plans of local care home and local conference centre visited by local residents; • update on Green Belt Review; • reminder of HHNF website address.
7-Feb-14	Woking Advertiser	Article published entitled 'Survey to plan future'.
Feb-14	Forum update #12 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • invitations to Drop-in Event delivered to all properties in HHNA; attendance encouraged to: view progress on outline policies based on views expressed in 2013 questionnaire; provide feedback; • WBC revision of existing electoral wards; implications for Hook Heath; website for comments provided; • fresh look to HHNF website due in Spring 2014; • reminder of next Forum meeting on 10 April.
Feb-14	Drop-in Event invitation	Hand delivered to all properties in the HHNA.
13-Mar-14	Woking News & Mail	Article published entitled 'Hook Heath look forward'.
14-Mar-14	Woking Advertiser	Article published entitled 'Chance to help shape development'.
15-Mar-14	Drop-in Event	Drop-in Event held at Woking Lawn Tennis and Croquet Club attended by about 130 individuals. Maps, photos, draft policies and background information on display; those attending invited to complete and submit questionnaire to provide feedback on draft policies. (See Section 5.2 for further details of Drop-in Event.)
21-Mar-14	Woking Advertiser	Article published entitled 'Drop-in visitors keen to find out more about neighbourhood plan'.
Mar-14	Forum update #13 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • report on well-attended HHNF Drop-in Event on 15 March; • thanks to all who visited and completed questionnaires; working group policies still accessible online; • summary of questionnaire responses to be presented at next Forum meeting on 10 April; • numbers registering interest in the Forum at 285; • WBC revision of existing electoral wards; WBC response to representations by Hook Heath

		<p>residents;</p> <ul style="list-style-type: none"> • reminder of next Forum meeting on 10 April.
Apr-14	HHRA annual newsletter hand delivered to all Hook Heath residents	Included an item outlining progress in establishing the HHNF to date and steps needed to produce a Neighbourhood Plan.
Apr-14	Forum meeting #5 – agenda and minutes emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website.	<p>Attendance: 35 including two WBC councillors.</p> <p>Key agenda items:</p> <ul style="list-style-type: none"> • report by Chairman on developments since previous meeting: successful policy writing workshop; well-attended Drop-in Event; • presentation on analysis of yes/no responses of Drop-in Event questionnaire; • housing development and Hook Heath escarpment - concern at possible loss of green belt designation; • Finance report by Treasurer.
Apr-14	Forum update #14 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • three working groups developing policies informed by responses to questionnaire distributed at Drop-in Event; • Green Belt Review; possible implications for Hook Heath; • forthcoming local elections; • grant funding period extended to end of 2014; • opening of new village halls in neighbouring communities; Hook Heath residents invited; • reminder of next Forum meeting on 11 June.
May-14	Forum update #15 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • responses of local election candidates to potential removal of land from green belt in the HHNA and adjacent areas; • Forum Steering Group to meet with professional mentors from Locality to finalise policy drafts; • reminder of next Forum meeting on 11 June.
Jun-14	Forum meeting #6 – agenda and minutes emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website.	<p>Attendance: 26 including SCC councillor.</p> <p>Key agenda items:</p> <ul style="list-style-type: none"> • meeting adjourned for EGM which unanimously approved change of accounts date; meeting then resumed; • report by Chairman on developments since previous meeting: extensive report on meeting with representatives of Martin Grant Homes leading to discussion about implications for Hook Heath should green belt designation be lifted from escarpment (land held by Martin Grant Homes); • presentations by three working groups on updated policies in response to detailed feedback from Locality mentors, followed by discussion; • Finance report by Treasurer; • invitation to be made to residents of Orchard Mains, part of Wych Hill, Wych Hill Rise and Blackbridge Road (roads added to HHRA area to create HHNA) to join HHRA.

Jun-14	Forum update #16 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • value of committed volunteers working on HHNP; • provisional timetable in place for production of HHNP; • qualified town planner, and examiner of many other neighbourhood plans, to review HHNP pre-submission documentation; • EGM agreed unanimously to a change of date to the Forum accounting year; • AGM likely to be held November 2014; • update on WBC Green Belt Review; publication due; • numbers registering interest in the HHNF at 300; • neighbouring village association; link to membership form provided; • reminder of next Forum meeting on 17 September.
Jul-14	Leaflet hand delivered to all properties in Hook Heath	Progress to date on developing Neighbourhood Plan summarised. Community informed that abbreviated draft Plan (pre-submission version) will be delivered to all addresses in Hook Heath (supporting documents available online) and recipients encouraged to provide feedback online (website and email addresses provided) or on paper (postal address provided). Recipients reminded to check website regularly for latest information.
11-Jul-14	Surrey Advertiser	Article published entitled 'Campaigners fired up to oppose plans aimed at cutting areas from green belt'.
11-Jul-14	Woking Advertiser	Article published entitled 'Review recommends building on the green belt'.
Jul-14	Forum update #17 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • Green Belt Review; • green belt and HHNF policies; • update on WBC ward boundaries; • delivery of letters alerting all to arrival of abbreviated pre-submission HHNP; feedback needed; • forthcoming Forum meeting and Forum AGM; • news on neighbourhood forums locally.
31-Jul-14	Woking News & Mail	Article published entitled 'Hook Heath folk make their move; Forum react to independent Green Belt Review'.
Aug-14	Forum update #18 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	<p>Items covered:</p> <ul style="list-style-type: none"> • progress in developing HHNP and supporting documents; • reminder about pre-submission consultation and how to provide feedback; • facts about Hook Heath from 2011 Census; • neighbourhood planning nationally; • clearance from WBC that Strategic Environmental Assessment not needed for HHNP; • Green Belt review update; • change of use for local pub; • reminder of next Forum meeting.

17-Sep-14	Forum meeting #7 – agenda and minutes emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website.	Attendance: 32 including WBC councillor and SCC councillor. Key agenda items: <ul style="list-style-type: none"> report by Chairman on developments since previous meeting: Green Belt Review published on WBC website; delivery of leaflet to all properties in Hook Heath; letter sent to interested parties (statutory bodies and local stakeholders); screening opinion received from WBC; presentation on draft Neighbourhood Plan and supporting documents; feedback given; presentation on outline timetable pre and post-submission; Finance report by Treasurer; The Star Inn planning application.
Sep-14	Forum update #19 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	Items covered: <ul style="list-style-type: none"> application for change of use of The Star Inn to convenience store; update on drafting of Neighbourhood Plan and supporting documents; submission of Plan to town planning expert for feedback; plans for Pre-submission Consultation including feedback facility; events once Plan is submitted to WBC; forthcoming meetings: HHRA AGM and HHNF AGM.
17-Oct-14	Woking Advertiser	Article published entitled 'Have a say on development.'
17-19-Oct 14	Abbreviated version of Neighbourhood Plan delivered to all properties in HHNA	Introductory letter from Chairman reminded recipients of background to Neighbourhood Plan, the importance of their comments and what will happen once Plan is submitted to WBC. Details of where to view the full Plan and supporting documentation, different ways of submitting feedback, and dates and locations of 'talking about the Plan' sessions were given. Abbreviated version of the Plan, including vision, objectives and policies with supporting maps and photos provided, together with tear-off feedback form.
20-Oct-14	Start of Pre-submission Consultation	Full Neighbourhood Plan and supporting documentation available on HHNF website, at Woking Library, at 'talk about the Plan' sessions and on request. Online feedback facility active and feedback forms available for completion.
20-Oct-14	HHRA AGM – calling notice and agenda hand delivered to all residents in HHRA area.	Attendance: 35 households represented. Those attending were informed of HHNF developments since previous AGM in October 2013, and encouraged to read the full Neighbourhood Plan and supporting documentation, and to provide feedback.
Oct-14	Forum update #20 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	Items covered: <ul style="list-style-type: none"> pre-submission consultation – summary of key points; how to provide feedback; experts' views; update on The Star Inn application; Eric Pickles' comments on the green belt; HHNF AGM

25-Oct-14	First 'talk about the Plan' session	Event held at WLTCC from 11.00 am to 1.00 pm; three members of the Steering Group in attendance.
8-Nov-14	Second 'talk about the Plan' session	Event held at WLTCC from 1.00 pm to 3.00 pm; three members of the Steering Group in attendance.
19-Nov-14	HHNF AGM – agenda and minutes emailed (hand delivered if no internet access) to all on HHNF database. Copies also posted on website. Copy of agenda placed on HHRA notice board.	Attendance: 29 including 2 WBC councillors, SCC councillor and local MP. Key agenda items: <ul style="list-style-type: none"> • Chairman's report • Treasurer's report and approval of accounts • Re-election of officers • Resolution to submit HHNP to WBC • Any other business: Green Belt Review; interactive speed signs; the Star Inn.
20-Nov-14	Third 'talk about the Plan' session	Event held at Gorse Hill from 7.00 pm to 9.00 pm; three members of the Steering Group in attendance.
Nov-14	Forum update #21 emailed (hand delivered if no internet access) to all on HHNF database. Copy also posted on website.	Items covered: <ul style="list-style-type: none"> • pre-submission consultation – thanks for comments received; reminder of how to provide feedback; • next steps in process for approval; • anniversary of designation of HHNF; • request for suggestions for projects; • Eric Pickles' comments on the green belt; response from WBC; • update on The Star Inn application; • frequency of future updates.
30-Nov-14	End of Pre-submission Consultation	(See Section 6 for further details of Pre-submission Consultation.)

8. CONCLUSION

This Consultation Statement has been produced to document the consultation and engagement process undertaken and is considered to comply with Section 15 (2) of Part 5 of the 2012 Neighbourhood Planning Regulations.

APPENDIX 1

Forum Updates

Forum updates were circulated monthly to all those listed on the HHNF database. Most of the 330 plus individuals received the update by email but those without internet access received a hand delivered copy. The updates were also posted on the HHNF website. One of the updates is shown below as an example.

NEIGHBOURHOOD FORUM UPDATE 11

JANUARY 2014

It really is quite frightening how quickly the time passes. The last **UPDATE**, written five days before Christmas, looked forward to the New Year and already we are within sight of the end of January. One New Year resolution which I have no intention of breaking, however, is to keep you informed of developments concerning the Hook Heath Neighbourhood Forum.

It has been a busy month and we shall be even busier over the first half of the year, a key date being Saturday 15 March when we stage our 'Drop in' event at the Tennis Club in Pine Road about which, more later in this **UPDATE**.

Hatches, matches and despatches

The turn of the year has seen a number of personnel changes and change of responsibilities within our three working groups and the steering group. Colin Kite and Shaun Glanville have both stood down from their roles as leader of our Opens Spaces Working Group (OSWG) and Forum project co-ordinator respectively. My thanks and appreciation to them both for their contribution to the development of our Neighbourhood Plan project, and I am delighted that they will continue to support us.

Giorgio Varda has taken over as the Forum's project co-ordinator.

Liz Hewitt, who has made a huge contribution to our work, despite her very considerable professional commitments, has agreed to join Ron Brandman as co-leader of the OSWG. Two new members of the group are Chris Bore and Peter Howitt. They will bring their knowledge and expertise to bear as the group moves into policy development mode.

Mike Cooke, who retired from business at the year end, volunteered to help with the development of the Neighbourhood Plan soon after he and his wife arrived in Hook Heath Road in July last year from their last home in Scotland. Willing volunteers are always welcome. Mike has joined Maxwell New, Judith Oakley, Ben Bridgeman and Clare Hawse on the Built Environment Working Group (BEWG).

Growing membership

At the time of writing, 218 people have registered as members of the Forum or have expressed an interest in the development of a Neighbourhood Plan: they represent around 10% of the total population in the Neighbourhood Area (2011 Census). There must be many more residents who have an interest in helping to shape the future development of Hook Heath but who are not sure of how they can help.

If you know someone who might be interested, point them to the home page of the Hook Heath Residents' Association website (www.hhra.co.uk) and invite them to click on 'Be in the know, join the Forum for free.'

Helicopter over Hook Heath

Maxwell New, leader of our BEWG, fastened his seat belt last autumn and, armed with a camera, took to the skies over Hook Heath in a helicopter. The stunning results of his flight can be viewed on the website (www.hhra.co.uk) from a series of different viewpoints. Webmaster Neil Cryer has provided some helpful signposts. Take a flight with www.hhra.co.uk and try to spot where you live.

New developments

I mentioned two significant planned developments in the last **UPDATE**: first, the planning application to demolish all the existing buildings on the existing Woodbank site at the junction with Holly Bank Road and Hook Heath Road and build a new care facility on the site, and second, the application to make changes to an existing planning consent at De Vere Venues Gorse Hill. A number of residents visited the displays by the two organisations, staged - albeit at rather short notice - at Gorse Hill, to view the plans at first hand. Good to see organisations making the effort to consult local residents.

Green Belt Review

Consultants appointed by Woking Borough Council (WBC) to carry out a review of the existing Green Belt were scheduled to deliver their report to WBC on 22 January. This document will be the basis for the updated Site Allocation Document (SAD), likely to be published later this year, in which WBC will lay out plans to meet its target number of dwellings thorough to 2027.

The fields between Hook Heath and Saunders Lane, on either side of Hook Hill Lane and between Hook Heath and Egley Road, could well be among those threatened with development.

You have been warned! The Forum will be watching carefully.

Anyone for tennis?

Well, actually not for tennis. However, the Woking Lawn Tennis and Croquet Club, Pine Road will be the venue for our first Forum' Drop-in' event between 11.00 am and 3.30 pm on **Saturday 15 March** to which all residents living within the Hook Heath Neighbourhood Area are invited.

Formal invitations will be delivered in the second half of February. Enter the date in your diary - **NOW** - before you press the delete key. This is your opportunity to let us have your views on how you would like to see Hook Heath develop, provide us with your feedback on the policies which are being developed, and meet members of the working groups. Free refreshments will be available. Do come along.

Many thanks for your interest and support.

Help us to grow the Forum's membership.

Keep up to date with developments by visiting: www.hhra.co.uk/hookheathforum

I look forward to meeting you at the Tennis Club on **Saturday 15 March**.

Sincerely,

Peter Hill
Chairman, Hook Heath Neighbourhood Forum

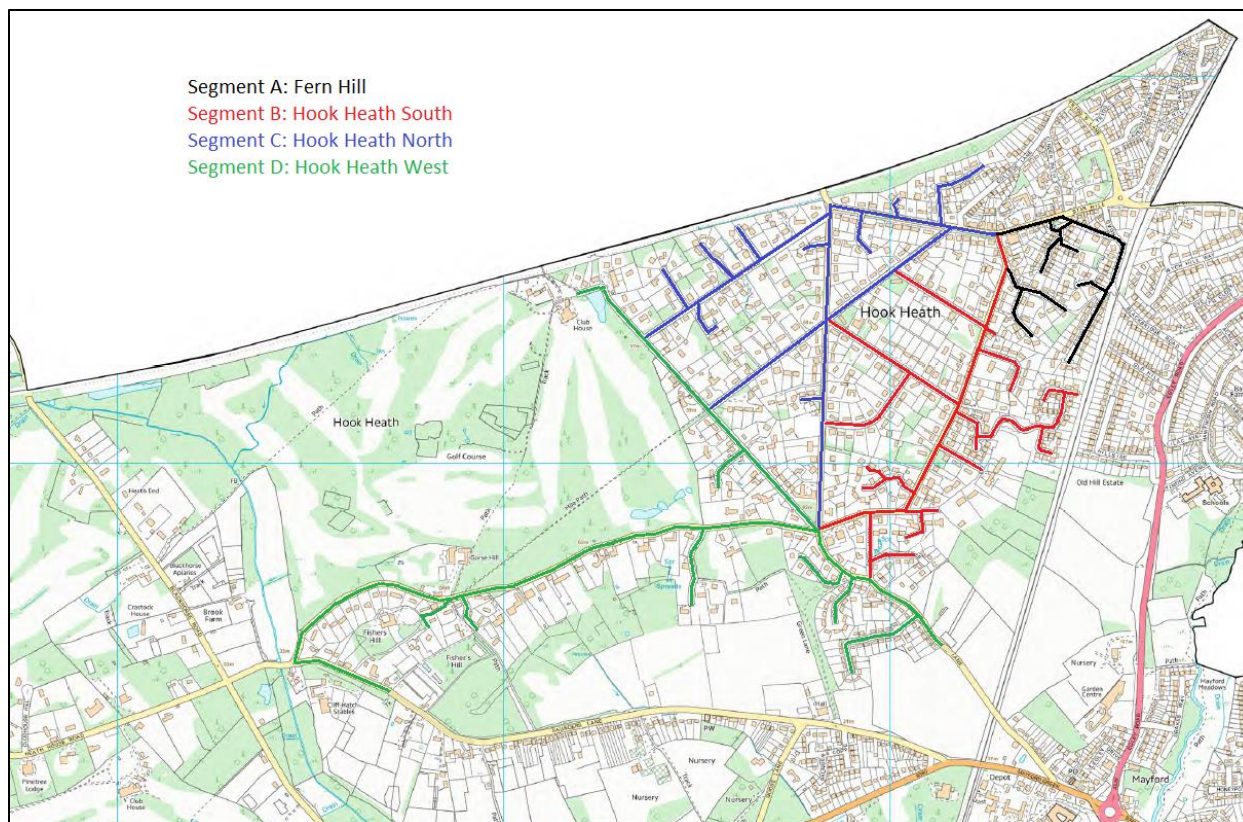
Hook Heath Neighbourhood Forum
an initiative of the Hook Heath Residents' Association

APPENDIX 2

Community Interest in the HHNF

In May 2013 when the application for the designation of the HHNF was submitted to WBC, it was necessary to demonstrate that support for the Forum existed across the proposed HHNA. To facilitate this, the Area was divided into four segments, as shown in the table and map below.

Hook Heath Neighbourhood Area: segments	
<p>Segment A: Fern Hill (98 properties)</p> <p>Wych Hill (part of) Orchard Mains Wych Hill Rise (part of) Blackbridge Road (part of) Fernhill Park Fernhill Close Fernhill Lane Court Green Heights</p>	<p>Segment B: Hook Heath South (199 properties)</p> <p>Hook Heath Road (from SMC/SEAT garage up to Holly Bank/Pond Road junction) Hurst Close Pine Road Cedar Road The Drive Allen House Park Hale End Mount Road Mount Close Derrydown</p>
<p>Segment C: Hook Heath North (203 properties)</p> <p>Hook Heath Avenue (up to railway bridge) Mile Path East Mile Path West Holly Bank Road Golf Club Road St Catherine's High Gardens Hereford Copse Fairway Close Comeragh Close Webster's Close Blenheim Gardens</p>	<p>Segment D: Hook Heath West (201 properties)</p> <p>Hook Heath Road (from Holly Bank/Pond Road junction up to Saunders Lane) Saunders Lane (part of) Fisher's Hill Pond Road Hook Hill Lane Hook Hill Park Penwood End Copper Beech Close Ridge Close Sun Hill Hook Heath Gardens</p>



The four segments of the Hook Heath Neighbourhood Area

The level of interest in the HHNF in each of the four segments that comprise the HHNA when the application for designation was submitted to WBC in May 2013 is shown in the table below. It also indicates the number of individuals in each segment who participated in the Issues Consultation (attendance at Forum meetings in April and/or July 2013, and/or response to the questionnaire in September 2013), and who attended the Drop-in Event in March 2014. The final column demonstrates how interest and involvement in the Forum has grown across all four segments of the HHNA since May 2013, with individuals listed on the HHNF database now reaching more than 330.

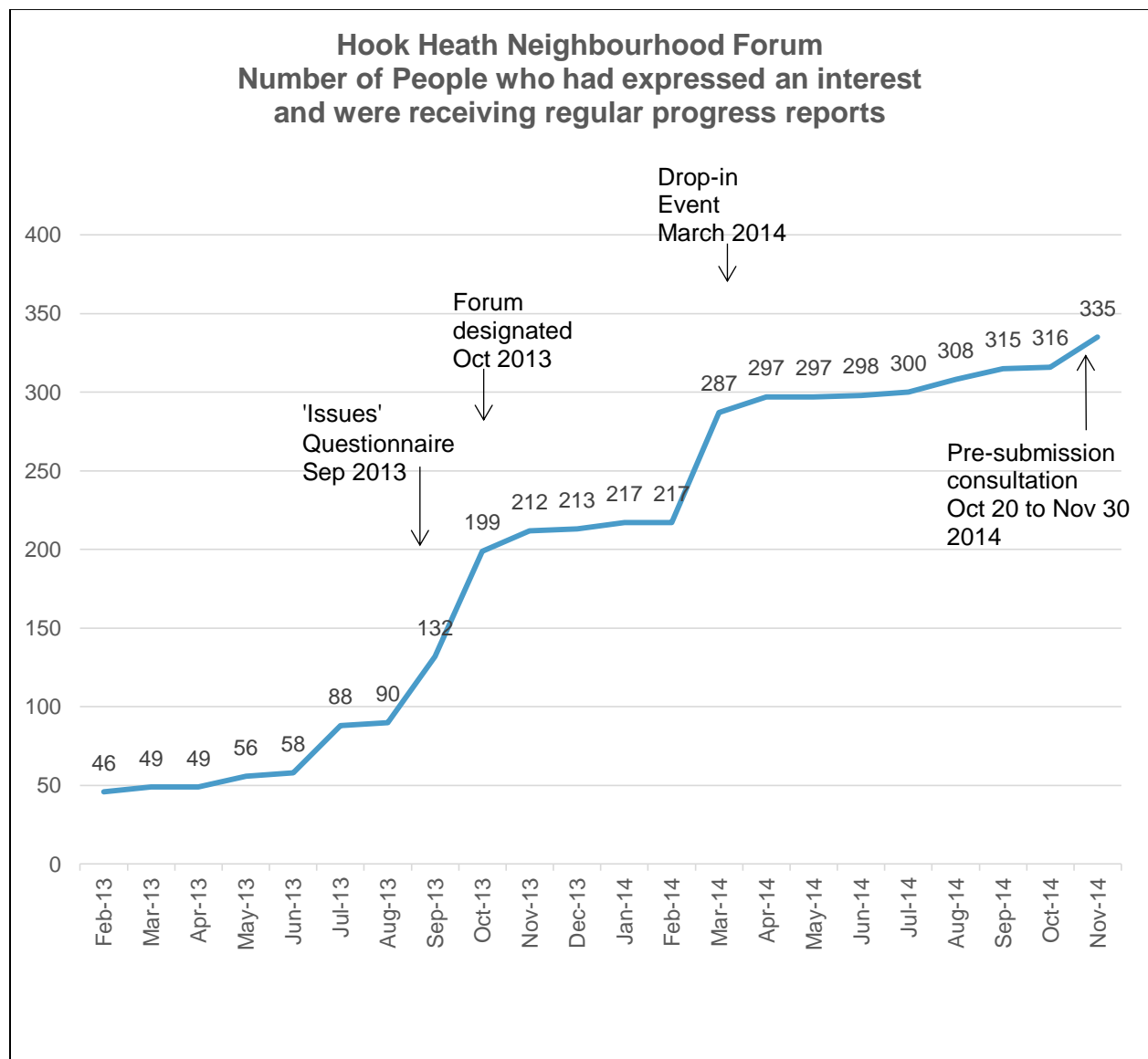
Community interest across the Hook Heath Neighbourhood Area					
Segment	Properties per segment (residential and business)	Listed in application to designate HHNF (May 2013)	Participated in Issues Consultation (April-Sep 2013)	Attended Drop-in Event (March 2014)	Listed on HHNF database (Nov 2014)
A*	99	5	16	7	41
B	200	14	42	67	110
C	203	11	30	27	74
D	203	18	49	46	110
Total	725	48	137	147	335

*Segment A contains approximately half the number of properties of the other three segments.

Segment A includes those properties, 45 in total, located in Orchard Mains, part of Wych Hill, part of Wych Hill Rise and part of Blackbridge Road, not within the boundary of the HHRA as of May 2013. On the advice of WBC, however, it was agreed that the extent of the HHNA would consist of the area covered by the HHRA extended to include the four roads above.

At the HHNF meeting held in June 2014 it was agreed that an invitation should be extended to the residents of those 45 properties to join the HHRA. This extension of the HHRA area was confirmed at the HHRA AGM in October 2014. Thus the HHNA and the area covered by the HHRA are now as one, thereby entitling all residents within the HHNA to become members of the HHRA.

The graph below shows how interest in the HHNF has grown since February 2013.



APPENDIX 3

Forum Minutes

All HHNF meetings were minuted. Minutes were circulated to all those listed on the HHNF database. Most of the 330 plus individuals received the minutes by email but those without internet access received a hand delivered copy. The minutes were also posted on the HHNF website. One set of minutes is shown below as an example.

NEIGHBOURHOOD FORUM MEETING MINUTES

Wednesday 24 April 2013
Gorse Hill, Hook Heath Road

Attending: Ben Bridgeman, Simon Chantrey, Caroline Cox, Neil Cryer, Pat Cryer, David Dare, Jean Dare, Gerald Griffiths, Moyra Hill, Peter Hill, Peter Howitt, Katie Johnson, Colin Kite, David Morton, Heather Mustard, Maxwell New, Judith Oakley, Maria Pitts, Graham Prentice, Clive Richardson, Jane Richardson, Jo Smith, Nick Spencer, Margaret Wyer, Martin Wyer.

Also attending from Woking Borough Council: Ernest Amoako, Planning Policy Manager; David Johnson, Corporate Strategy Manager; Councillor Graham Cundy; and from Surrey County Council: Councillor Linda Kemeny.

- 1. Welcome:** Jean Dare, Chairman of the Hook Heath Residents' Association, welcomed everyone to the meeting.
- 2. Apologies for absence:** Apologies were received from Jeni Jackson, Woking Borough Council (WBC) Planning Services Manager, local WBC Councillor John Kingsbury, and from ten Hook Heath residents.
- 3. Minutes of the meeting of 28 November 2012:** The minutes were approved.
- 4. Matters Arising:** Peter Hill (PH), Vice Chairman of the HHRA, outlined developments since the previous meeting: the drafting of an application for registration of the Hook Heath Neighbourhood Forum (HHNF) and Neighbourhood Area (HHNA); the incorporation of feedback from WBC into the most recent draft of this document; the compilation of a data base of registered members and those who have expressed an interest in the proposed HHNF; the drawing up of a demographic profile of members; meetings with Ernest Amoako, WBC Planning Policy Manager; the creation of a website for the proposed forum; initial steps in generating an online questionnaire to be used to gather information on issues of concern from residents; receipt of a message of support from Jonathan Lord, MP. He expressed his thanks to David Dare, Caroline Cox, Heather Mustard and Neil Cryer for their valued help in taking these matters forward.

At a national level PH noted that although government ministers promote the 'localism' agenda, bodies such as the National Trust and the Campaign to Protect Rural England consider the relaxation of planning controls as a retrograde step. He added that the Local Government Association has reported that some 500 areas across the country are involved in neighbourhood planning, with one, Upper Eden in Cumbria, having secured approval through a local referendum. He also stated that the Department for Communities and Local Government has launched a two year support programme totalling £9.5 million for neighbourhood planning. The programme has two defined parts: the first offering grants of up to £7000 per neighbourhood area to assist in costs incurred drawing up a neighbourhood plan, and the second offering advice and support.

5. Application for registration: Whether the proposed boundary of the HHNA could be extended to include adjoining roads was discussed, but the consensus was that this could entail encroaching on other neighbourhood areas, and that the area currently shown in blue had been agreed by walking its boundaries with a member of WBC Planning Policy Department. It was, however, noted that the HHNF, once agreed and registered, could take account of issues on its boundaries. The following amendments were then agreed:

- The rewording on page 2 of (b), points (i) and (ii) so they are consistent with the wording on page 6 of Membership (1), points a) and b);
- On page 4 the redrawing of the boundary which currently runs through Brook Farm so that it encompasses the entirety of this property, subject to the agreement of the residents of Brook Farm (NB: agreement obtained subsequent to the meeting);
- Replacing all instances of 'management committee' with 'Management Committee';
- Replacing all instances of 'chairperson' with 'chairman';
- On page 11, correcting the spelling of Comeragh Close, and the punctuation of Fisher's Hill;
- The updating of all demographic and age profile data to include information on registration forms received since the consultation draft of the application was circulated.

The meeting unanimously approved the submission of the application and constitution with the inclusion of the amendments listed above to WBC.

David Johnson, WBC Corporate Strategy Manager, outlined the process once formal submission of the application has been made. He stated that WBC is required to inform residents via its website that the application has been made, to provide some information about it, and to give residents an opportunity to make representation on the application to WBC. After the six week representation period, a report for or against acceptance of the registration of the HHNF is made to the Executive Committee which in turn makes a recommendation to the full Council which then gives approval or otherwise to the application. The anticipated time frame for this process is thirteen to fifteen weeks.

6. Election of officers: The following officers of the proposed HHNF were elected:

Chairman: Peter Hill
Vice Chairman: David Dare
Treasurer: Gerald Griffiths
Secretary: Heather Mustard

7. Open Discussion: Forum groups, working groups and next steps: PH introduced the discussion by explaining that an important next step is the drafting of a Neighbourhood Plan to identify and resolve local issues which local residents regard as being important to maintain or create the kind of sustainable community in which they wish to live. It had been suggested at the meeting in November 2012 that a number of working groups could be set up to focus on specific issues. Suggested broad areas were: built environment, local infrastructure and open spaces. Issues identified at the meeting under these three areas were:

Built Environment: classification of style/character within HH
 preservation of style within particular sectors of HH
 preservation/conversion of existing properties on large plots
 development confined to redevelopment of existing plots/sub-
 division of larger plots
 retention of buildings with historic interest
 new design/character in keeping with area

	<ul style="list-style-type: none"> new building limited to windfall sites materials consistent with existing properties solar panels turbines
Open Spaces:	<ul style="list-style-type: none"> TPOs/tree surveys/inherent weaknesses of current system conservation areas footpath use/classification/protection of land around them rights of way dog fouling/dog waste receptacles verges prominent views reclamation of paths communication with Necropolis Company protection of the escarpment to the south of HH springs/drainage/sub-surface water
Local Infrastructure:	<ul style="list-style-type: none"> schooling opportunities/catchment areas speed zones (adopted roads) communications bus routes facilities for use by local community pavements parking use of roads as 'rat runs' to avoid speed humps

8. Any Other Business: No issues were raised.

PH concluded the meeting by thanking all for attending and stating that he would next be in touch by email.

APPENDIX 4

Media

Articles reporting the development of the HHNF and its Neighbourhood Plan were featured on a regular basis in two local newspapers: the *Woking Advertiser* and the *News and Mail*. A selection of those articles can be viewed below.



ALL FORUM A NEIGHBOURHOOD PLAN – Hook Heath residents Nick Spencer, Caroline Cox, Daryl Mullins, Peter Hill, HHRA chairman Jean Dare, Moyra Hill and David Dare are the driving force behind the proposed Hook Heath Neighbourhood Forum Pictures by: Bob Holmes

Residents united

W N M 16.5.13

HOOK HEATH IN FAVOUR OF NEIGHBOURHOOD FORUM

VILLAGERS are backing plans to set up a Neighbourhood Forum which will enable the community to produce a plan for future developments.

Earlier this month Hook Heath residents submitted an application to Woking Borough Council for formal registration.

A decision is expected later this year following a six-week public consultation period and scrutiny by council officers.

Future

Peter Hill, 69, who has lived in Hook Heath for more than 30 years and is now chairman designate of the forum, said: "There is a strong desire among residents to ensure that the unique character of the area is maintained for the benefit of future generations.

"I am hopeful that our registration application will be approved and will enable us to press on with the production

■ **by Ben Brown**

of a Neighbourhood Plan. It is a great opportunity for the community to become involved in shaping the future development and conservation of the area."

Neighbourhood Forums and Plans were introduced by the Government under the provisions of the Localism Act 2011 in an effort to pass decision-making to a more local level from national and regional levels, and from local authorities to local communities.

All Neighbourhood Plans are required to comply with European and national legislation and must have regard to national planning policy and be in general conformity with existing strategic local planning policy.

Plans developed by a forum can specify policies and guidance on how new development should be designed, orientated

and located. Once a plan has been prepared, it will be subjected to independent examination and, before it can become effective, it must secure the support of more than 50 per cent of votes cast by residents living in the area in a local referendum.

Tackled

Once approved, a Neighbourhood Plan becomes a statutory document.

A lengthy list of issues have been raised by residents and will be tackled by three separate task forces.

They include the importance of securing the future of existing open spaces, a vigorous policy to enforce the preservation of trees that are a distinctive feature of the area, and the introduction of a 20mph speed-limit zone in a part or parts of Hook Heath. Mr Hill added: "There is an opportunity for locals to shape the future of the area they live in."

Woking News and Mail, 16 May 2013

Residents are urged to shape future

VIEWS of residents and businesses in Hook Heath are being sought to help shape the future of the area.

In May an application was submitted to Woking Borough Council to register Hook Heath Neighbourhood Forum and its accompanying constitution before a neighbourhood plan is drawn up.

Under the Localism Act 2011, neighbourhood development plans can establish general planning policies for the development and use of land in an area, such as where new homes and offices should be built and what they should look like.

In the latest phase of a consultation programme, Peter Hill, chairman-designate of the proposed Hook Heath Neighbourhood Forum, urged residents to provide their feedback to the short questionnaire, which is being distributed to more than 700 homes and businesses in the area.

"This is an opportunity for residents to help shape the future development of this part of Woking," he said.

"The feedback that we receive will inform the next phase of developing a neighbourhood plan for the area.

"We are now embarking of a programme of consultations, questionnaires and meetings over the next few

months. Eventually, the plan will help to influence how, when and where new development takes place and safeguard the open spaces, gardens and trees."

Questions posed in the questionnaire invite residents to provide feedback on what attracted them to live in the Woking area, what specific features of Hook Heath appeal to them and what issues detract from their enjoyment of the area.

People are also being invited to list the extra features that would enhance their living environment in Woking, or Hood Heath specifically.

Launched in autumn last year, the forum has attracted support and three meetings have been held. The fourth is scheduled for November 20.

On October 10 Woking Borough Council's executive will consider the application for formal establishment of the Hook Heath Forum.

"The Neighbourhood Plan, once it has been approved by the majority of residents voting in a public referendum, will carry statutory authority," Mr Hill added.

"The local planning authority and the Planning Inspectorate will, therefore, be obliged to respect its policy contents."

Woking Advertiser, 6 October 2013

NEWS IN BRIEF

Hook Heath look forward

RESIDENTS of Hook Heath are being urged to help shape the area's future.

The Hook Heath Neighbourhood Forum has invited residents and businesses to visit a display at Woking Tennis Club on Saturday (March 15) to see the progress being made on the area's Neighbourhood Plan.

Forum Chairman Peter Hill said: "This is an opportunity for members of our local community to make their voice heard and contribute to the development of the policies which, we hope, will safeguard the area's unique character and shape its future development."

Three working groups, covering the built environment, local infrastructure and open spaces, have been working over the past three months to produce policies that will be at the heart of the area's Neighbourhood Plan.

Their work has been based on responses to a questionnaire distributed to residents last September.

Policies

"We want to obtain the views of as many people as possible on the draft policies that have been developed so far, and we are very keen to capture any issues that may have been overlooked," Mr Hill explained.

Traffic volumes, speeding, inappropriate development that conflicts with the area's general residential character and housing mix are among issues that have been raised.

Mr Hill added: "There is also growing concern at the impact of possible development on existing green belt land between Hook Heath and Saunders Lane.

"We understand that Woking Borough Council's consultants completed their review of the borough's existing green belt areas earlier this year. The study is expected to be published later this year, but apparently the council has yet to decide when."

The drop-in display at Woking Lawn Tennis & Croquet Club in Pine Road, Hook Heath will be open between 11am and 3.30pm and will have maps, photographs, draft policies and a brief questionnaire. Admission is free and refreshments will be available.

● FOR more information, visit www.hhra.co.uk/hookheathforum.

Woking News and Mail, 13 March 2014



WK140562_06

Hook Heath Neighbourhood Forum chairman Peter Hill and steering group committee member Judith Oakley.

Drop-in visitors keen to find out more about neighbourhood plan

RESIDENTS eager to discover more about a Neighbourhood Plan in Hook Heath stopped by a special drop-in event on Saturday.

Run by the Hook Heath Neighbourhood Forum, the event at Woking Lawn Tennis and Croquet Club gave

residents a chance to help shape the future of the area and view the work that has already been done in producing the area's Neighbourhood Plan.

Three groups focusing on the built environment, infrastructure and open spaces

have spent the past few months producing policies, which will be at the heart of the plan.

Peter Hill, forum chairman, said: "It was a hugely successful day and we were greatly encouraged by the number of residents who

visited the event and interest they showed in the draft policies that have been produced. We will now be analysing the feedback from the responses to completed questionnaires, which will inform the next stage of developing a Neighbourhood Plan."

Woking Advertiser, 21 March 2014

Have a say on development

RESIDENTS of Hook Heath are being invited to comment on policies which are designed to help shape the area's future development, through the borough's first neighbourhood plan.

The Hook Heath Neighbourhood Forum has developed six policies designed to maintain and enhance the area's distinctive and special residential character.

Feedback from surveys circulated to residents and businesses in the area over the past twelve months, has identified the key issues people wanted to see addressed in forum policies.

Peter Hill, chairman of the forum said: "Our steering group has covered a lot of ground in a short time in refining the policies which cover the built environment, open spaces and infrastructure.

"A six-week long consultation exercise involving residents will begin on Monday and we are keen to receive comments and feedback on the six policies contained in our plan."

Mr Hill explained that a 16-page abbreviated version of the plan is being distributed to 725 addresses within the Hook Heath Neighbour-

hood Area. "We encourage residents to provide us with their comments on the plan and the policies within it over the consultation period," he added.

"Ideally people will come back to us by using the feedback form on the website or by completing and returning the form which is attached to the abbreviated version of the plan."

Copies of the plan and supporting material will be available to view at Woking Library, and three drop-in sessions discussing the plan will be held between the start of the consultation and its end, on November 30.

Mr Hill added: "Residents have emphasised overwhelmingly the need to ensure that future development within the area reflects its unique character - so this is very much their plan.

"Their comments will be most welcome and will be considered carefully. We shall be able to incorporate any amendments arising from this phase of the process into the final version of the plan submitted to Woking Borough Council."

Details can be viewed on the forum website at www.hhra.co.uk/hookheathforum.

Woking Advertiser, 17 October 2014

APPENDIX 5

Working Groups: Terms of Reference

Terms of reference were drawn up for the three working groups: Built Environment, Local Infrastructure and Open Spaces. Those for the Built Environment Working Group can be seen below.

Hook Heath Neighbourhood Forum

Built Environment Working Group Terms of Reference

The working group is invited to study and enquire into all aspects of the built environment in respect of the Hook Heath Neighbourhood Area for the purpose of producing planning guidance on the type and extent of future development in the Hook Heath Neighbourhood Area. In so doing it will have particular regard to the provisions of the WBC Core Strategy and to the National Planning Policy Framework.

Areas for study shall be proposed by the Working Group and agreed by the Forum's Management Committee after consideration of:

- a) the views expressed by the residents and businesses within the Neighbourhood Area, either in response to questionnaires or by direct communication with members of the Working Group, the Forum Management Committee, or the HHRA Committee; and
- b) guidance provided by staff of the WBC planning policy team.

It is expected that the Working Group will liaise as necessary with the other working groups engaged on the separate matters of open spaces and local infrastructure. As a minimum, the Working Group will cover the following subjects having regard to the current and perceived future demographic of the Neighbourhood Area:

- Building type
- Plot size/building density
- Building size
- Building design
- Building location
- Street scene
- Inter-plot screening

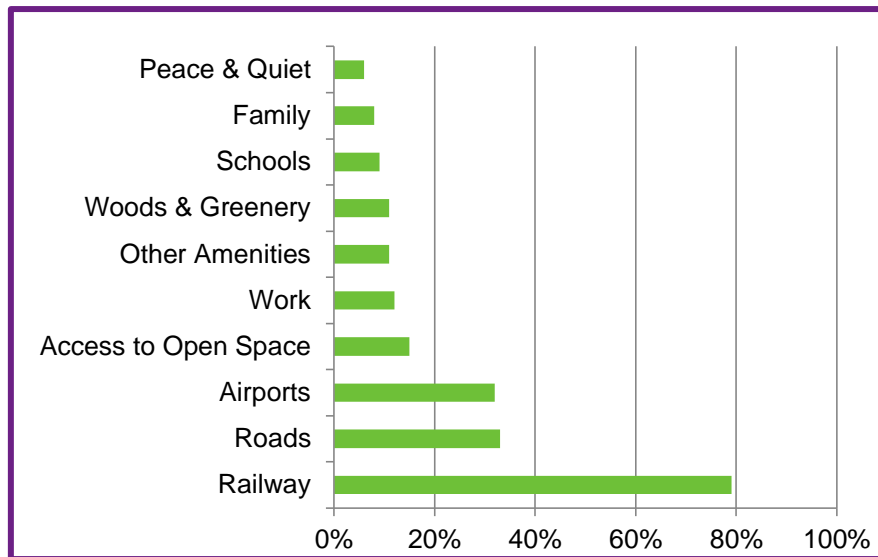
The working group will report to the regular meetings of the Hook Heath Neighbourhood Forum's management committee steering group on its progress towards the development of recommendations, together with an appropriate evidence base, for incorporation into the Hook Heath Neighbourhood Plan for submission ultimately to WBC.

APPENDIX 6

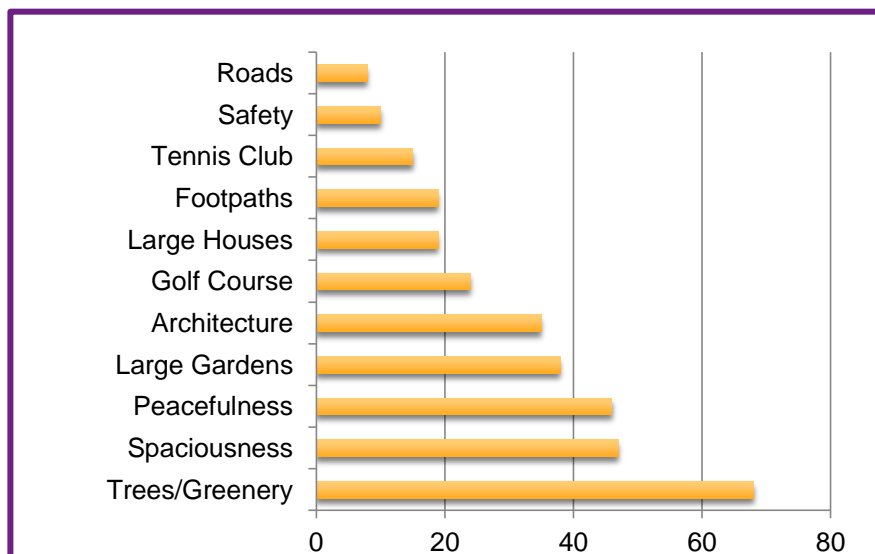
Issues Consultation

The graphs below provide analysis of the responses to the four questions posed in the questionnaire hand delivered to all 725 properties in Hook Heath in September 2013.

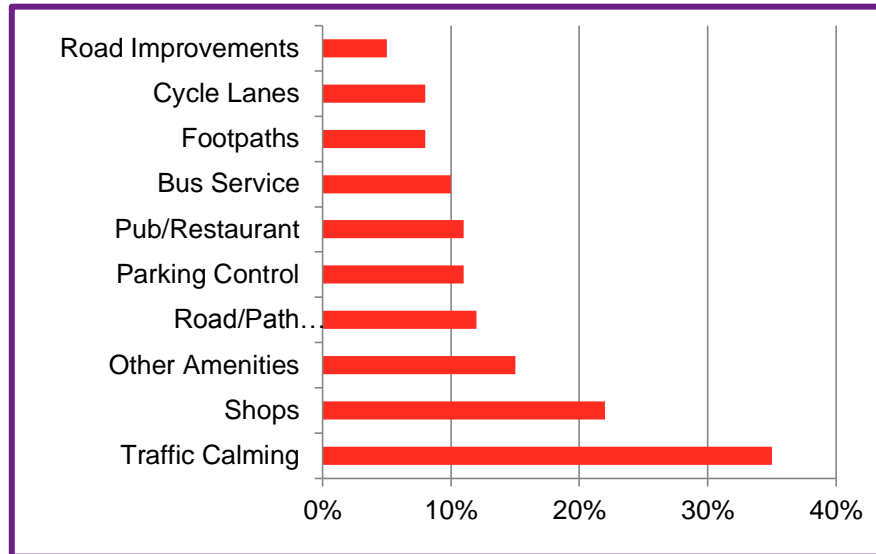
1. What local assets and facilities attracted you to live in the Woking area?



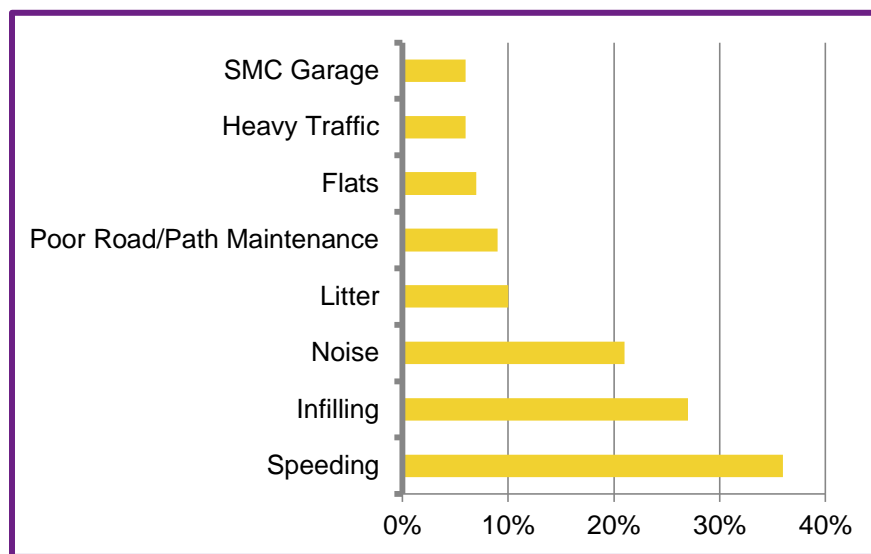
2. What features of Hook Heath appeal to you?



3. What additional features in Woking generally or Hook Heath specifically would further enhance your living environment?



4. What particular issues detract from your enjoyment of living in the Hook Heath area?



APPENDIX 7

Drop-in Event Consultation

Invitation: An invitation to the Drop-In Event was hand delivered to all 725 properties in the HHNA.



HOOK HEATH NEIGHBOURHOOD FORUM
an initiative of the Hook Heath Residents' Association

***** INVITATION *****

HELP SHAPE THE FUTURE OF HOOK HEATH



Meet other members of the Forum. Find out about the concerns of the Hook Heath community and the draft policies proposed to address them.

Share your views, ideas and suggestions on what you would like to see included in our Neighbourhood Plan.

The Hook Heath Neighbourhood Plan will safeguard our area's unique character, and shape its future development. The aim is to complete an initial draft of our Neighbourhood Plan by the end of June.

Drop in – bring the family – and make your voice heard.

Where: Woking Lawn Tennis & Croquet Club, Pine Road, Hook Heath.
When: Between 11.00am and 3.30pm on Saturday, 15 March 2014.

Refreshments will be available.

MAKE YOUR VOICE HEARD

Feedback to questionnaire on draft policies: The written comments provided in response to the questionnaire and posted on the graffiti wall together with responses from the working groups are summarised below.

Built Environment : Questionnaire Feedback	
Comment	Response
1. Do you agree with all the displayed policies suggested by the Built Environment Working Group	
Provisional yes but need to see final policies (x 2)	Will be covered by referendum
Include boundaries between properties	We do not believe it is possible to prevent house owners controlling their own boundaries
Should we consider offering ideas for areas to build on - if any?	There are no substantial areas that are outside the green belt so this is not possible
Architectural design to be considered; individual design merits/quality rather than simply 'in-keeping'	Covered by policy BE1
All houses built, especially family houses, should have good sized gardens and off-street parking for 2 - 3 cars	Covered by policies BE1 and BE2
No building permission to be granted for houses in existing gardens	Not likely to be generally accepted
I do not see an issue with the subdivision of large older properties into flats, provided that sufficient parking is provided and the external appearance is unchanged or enhanced	Covered by policy BE1
It seems we are losing a lot of trees in Hook Heath; is felling being controlled?	Trees in the areas covered by blanket TPOs and those with individual TPOs are protected
If enhance conservation areas means expand, I am against it	It doesn't, it means improve their quality
Surely not what is intended	Reworded
Have minimal commercial development	Covered by policy BE1
Any new enterprises must have enough space for customer and trade parking (e.g. lorries delivering goods)	Covered by policy BE1
Disagree	Not clear what the respondent's issue is or how to resolve
Stop ongoing subdivisions	Not likely to be generally accepted and probably impossible
No apartment complexes on single family residential roads	Covered by policies but perhaps needs clarification
Delete 'in the open areas'	Agree
Strongly agree we should avoid more flats	Covered by policy BE1
Some scope for new housing; nice if that were more affordable, but sad for Hook Heath to lose its unique character	Covered by policies BE1; given land values it is unlikely that there will be any affordable housing in Hook Heath
Residents should be allowed to remove trees which damage their house or block light	Agreed as long as they are not covered by TPO's, which then requires applications to the council with explanations

Too restrictive and may need to allow exceptions	It is always possible for a planning issue to go to appeal
Quality and type of tree are more important than size and existing TPOs should be reassessed to ensure they only cover quality trees in the right density and location	WBC are responsible for TPOs and have a process for reviewing them
Encourage front gardens to be open	Not consistent with the Arcadian standards of the area and not generally supported
Not on every large tree	Reworded
Arcadia not defined and open to different interpretations	Arcadian now covered by character study
Quality and design should also apply to smaller buildings	Covered by policy BE1
Not achievable and undesirable - too restrictive	The policies have been designed to continue to allow freedom of design, but there to protect against ruining the feel of the area, through size of foot prints
Must maintain/protect verges	Covered by policy BE1
2. Do you want the general residential character and housing mix to remain the same?	
Comments on flats	
No large blocks of flats	It is not possible to ban flats; what we have done in policy BE1 is to ensure that any flats are in keeping with the rest of the area
No flats	
A yes would include flats; absolutely no more flats	
Don't want multi-occupancy buildings, e.g. flats	
Large houses, not flats, not high rise	
A modest increase in dwellings is inevitable; houses in existing gardens is better than demolition and replacement	
Strongly opposed to flats/apartment blocks, and older houses should be preserved whenever possible	
High quality flats are to an extent acceptable if the parking arrangements are appropriate	
Comments on plot size and density	
Unhappy about infilling in Hook Heath Avenue making plots really small	Plot size covered by policy BE1
No objection to more modern high quality designs if plot ratio is appropriate	
Maintain the low density character	
Don't want plots subdivided	Impossible to prevent
Comments on quality of houses	
Some of the 60s-90s building is unattractive and does not complement the older property mix or is very poor quality. Preserving this should not be a priority as it can be replaced with more acceptable alternatives	Agreed
Keep quality of houses up	Covered by policy BE1
Comments on housing mix	
Recognise present eclectic mix	The policies have not restricted the design of buildings but seek to ensure that they fit in
General residential character and housing mix should be subject to some flexibility	
More affordable housing	Affordable housing is a requirement of large developments; since there is no free building land this is not expected

3. Do you wish to see any increase in the number of commercial enterprises in Hook Heath?	
Comments on residential nature of Hook Heath	
Hook Heath should remain a predominantly residential area	Policy BE1 seeks to ensure that any development is appropriate for a residential area
Want Hook Heath to maintain its residential aspects	
This is a residential community	
Comments on SEAT garage	
Would like to see SEAT garage moved and replaced by limited apartment development	Not in our control
SMC Garage should be moved	
Comments on need for restaurant/social facilities	
Upgrading the Star pub would be good	Comments are a reflection on the perceived failure of the Star Inn to meet the requirements of those who commented.
Restaurants and social facilities desired (x 2 comments)	
A good restaurant would be additive	
Decent pub / restaurant	
The Star pub would work well as a gastro pub along the lines of the Red Lion in Horsell or the Olive Tree	
Café / social centre wanted	Not in our control
Comments on limited/controlled commercial development	
Many people run businesses from home and this is not something that can be readily restricted. Any commercial enterprise which is unobtrusive should be supported, especially if it increases local employment opportunities	Covered by policy BE1; running a business from home is not usually a planning issue.
With the exception of running a small business at home	
If private housing is used for business there should be zero impact on other residents. No extra commercial activity	
Don't mind as long as quality of area kept up	
OK if developed within existing commercial sites	
Limited commercial expansion acceptable; e.g. Gorse Hill	
Yes with appropriate controls; e.g. replacement of Methodist Homes in Holly Bank Road	
Not unless necessary for expansion and thus well controlled	Preventing all new commercial enterprise is not possible
There are sufficient shops, hairdressers, post office nearby; increase in commercial enterprises equals increase in traffic and parking	
Existing enterprises should have adequate dedicated parking for visitors	Not in our control
Businesses which result in cars and lorries parked in Pond Road should be discouraged	Parking policy has been recommended, challenging to change the current status!

Built Environment: Graffiti Window Comments	
Comment	Response
Ideal plot ratio?	
Plot ratio <u>very</u> important – will preserve gardens	Agreed and covered by policy BE1
Important to consider	
No overdevelopment of plots	

Build on the green belt?		
Keep the escarpment free of development!	Responsibility for building on the green belt lies with WBC; all we can do is ensure that any building that does happen is in keeping with the rest of Hook Heath	
Of course not		
No x 4		
Keep the escarpment free from development and green belt		
No building on green belt – we need the green spaces and countryside; that is why it is nice to live in Hook Heath		
Hands off green belt and escarpment!		
Preferably not		
Certainly NOT!		The southern part of the escarpment is outside the HHNA
No building on the green belt		
NO! Keep the green belt green		
NOT AT ALL		
Say 'no' to development of Green Belt	Clearly not a view shared by others but in any case outside the remit of the HHNP	
In general no – but happily as a trade-off for use of SEAT Garage site		
More flats?		
No more flats!	It is not possible to ban flats; what we have done in policy BE1 is to ensure that any flats are in keeping with the rest of the area	
Not appropriate for Hook Heath		
Absolutely not!		
Flats are the biggest threat to the quality of Hook Heath		
Not in keeping with the character of Hook Heath		

Local Infrastructure: Questionnaire Feedback	
Comment	Response
1. Do you agree with all the displayed policies suggested by the Local Infrastructure Working Group?	
Have been in contact with LIWG to discuss sharp bend on Hook Heath Road	Included in community aim and projects
I would like to see traffic calming developed further plus restricting HGVs short-cutting the area	
Enforcement	Lack of police resources makes this hard to achieve. Community Speedwatch does help.
Concerned about impact of calming measures. Not keen on bumps/chicanes etc; more signs only; LI3 agreed	Type of calming measures will be subject to further research.
Avoid speed humps	
Enforcement rather than road humps	Lack of police resources makes this hard to achieve. Community Speedwatch does help.
Parallel cycle paths with existing footpaths as per Basingstoke Canal Path	OSWG issues
LI2 can't see the need	Minority view
But speed/traffic calming humps should not be overdone; if too severe (eg tables) or too frequent destroys the pleasure of driving near one's home	Type of calming measures will be subject to further research

See comment on speeding in Hook Hill Lane section 12; currently traffic travels much too fast down this commuter rat run	Included in community aim and projects
Speed control vital. Must find ways to limit speeding	
Generally agree but traffic calming needs to be addressed with care as inappropriate measures can cause unintended consequences	Type of calming measures will be subject to further research
As with my answer to Q1 these seem sensible, (evolutionary not revolutionary)	Supports community aim and projects
Safe parking needs to be enforced	Lack of police resources make this hard to achieve. Policies would address issue with designated bays.
Improve road markings; double yellow lines in the middle of the first and second bend of Hook Heath Road to avoid accidents; plus properly marked cycling paths through Hook Heath	Double yellow lines not possible in centre of road but improved road markings included in projects. Cycle paths are OSWG issue.
Subject to concern above. How will they be achieved?	Projects in conjunction with statutory authorities.
2. Do you have any concerns about on-street parking?	
Comments on parking near the SEAT/Renault/SMC garage	
Hook Heath Road overspill of garage parking (staff and customer cars) is dangerous, unsightly, obstructive and getting worse (x 22 comments)	Lack of current parking restrictions means that there is nothing to stop SMC from parking on Hook Heath Road. SMC already have an arrangement with the Star pub to use some of its parking areas. Comments generally supportive of policies, projects and community aim. Designated bays on one side of the road only would encourage better parking habits.
Ensure garage on corner parks its cars on site rather than in road.	
Despite yellow lines the corner and street parking by SEAT/Renault at Star Hill continues to be a considerable hazard. This business has expanded beyond the capacity of its site and needs to acquire dedicated parking space (pub car park opposite) or relocate to commercial estate	
Proper bays to encourage SMC to car share and not use Hook Heath Road as car park	
SMC use Hook Heath Road as a car park preventing street cleaning and safe exit from house to road (x 2 comments)	
Renault garage have 8 plus cars on Hook Heath Road by 9am	
Hook Heath Road by Renault garage; sometimes cars park on both sides meaning the road becomes a single lane, or park on the pavement so you cannot walk along it; time restrictions on parking	
Comments on Wych Hill	
Wych Hill (x 5 nominations)	Shops are outside HHNA, although irresponsible parking impacts on everyone using the area. Designated bays and limited use of double yellow lines on corners of Orchard Mains are potential practical measures which could support our community aim and projects.
No parking should be on Wych Hill; it is getting dangerous by Londis/Renault garage	
On Wych Hill next to Londis; quite dangerous (x 3 comments)	
Comments on Hook Heath Road	
Hook Heath Road (x 3 nominations)	
No lights at night on Hook Heath Road. Poor street lighting	

I park on road to make passing traffic slow down; Hook Heath Road needs speed restriction signs and/or traffic calming	Parking ratio to houses forms part of BEWG policies. Comments supportive of policies.
Hook Heath Road verge parking ruining grass; churned up mud; very visually unpleasant. Definite no to lay-bys; houses should be built with adequate parking including occasional visitor parking	
More concern about the danger of walking along Hook Heath Road	
Hook Heath Road at the Fernhill Lane end seems busy at times; this combined with the speeds people drive at down the road is a dangerous combination	
Comments on Woking Lawn Tennis and Croquet Club in Pine Road	
Pine Road can get packed around tennis club (x 4 comments)	Pine Road is an unadopted road, therefore outside the scope of our policies. Comments on Hook Heath Road section mirror the concerns about SMC above and support the community aim and projects.
Corner of Pine Road and Hook Heath Road (from the tennis club); lines on the road to prevent people parking.	
Near entrance to Pine Road.	
With summer WLTC traffic/parking it can be hazardous on Hook Heath Road especially turning out of Pine Road and driveways	
Normal road rules - not near junctions - tennis club tends to cause chaos and I'd like them to issue better guidance	
Comments on Woodbank Care Home	
Holly Bank Road around Woodbank care home (x 3 nominations)	Redevelopment plans refused by WBC. Concerns expressed are included in community aim and projects.
Holly Bank Road with the development of Woodbank; the plans hopelessly understate the amount of car park space required and there will be a huge amount of parking on street in an already high traffic area	
Roads are not wide enough to have on street parking eg Holly Bank Road the old people's home; there shouldn't be any street parking	
Comments on Greys Residential Home	
Parking from Greys near entrance to Cedar Road (x 3 nominations)	Cedar Road is an unadopted road, therefore outside the scope of our policies. Comments on Hook Heath Road section mirror the concerns about SMC above and support the community aim and projects.
Increased street parking caused by Greys Care Home; parking on this corner is often quite dangerous	
Greys too close to junction with Cedar Road obstructing view of drives	
Comments on Wych Hill Rise	
Wych Hill Rise (x 2 nominations)	Included in community aim and projects
Needs more off street parking or a stricter enforcement of existing parking restrictions	
Comments on specific roads	
Top end of Hook Heath Avenue where it meets with Hook Road can be quite dangerous at times to negotiate (x 2 comments)	Included in community aim and projects.
T junction Pond Road/Mile Path by dog walkers (x 2 comments)	Unadopted road.
Orchard Mains parking hazard (x 2 comments)	Included in community aim
Parking on the pavement in Ridge Close is restricting pedestrian access	Noted but corrective action unenforceable

Informal areas adjacent to golf course between Gorse Hill and Pond Road	Undefined, further information needed.
Verges in Mile Path West	
Especially between Pond Road and Saunders Lane	
Problem in St Catherine's	
Side entrance from and to De Vere venue should be improved	De Vere plans to change exit as part of redevelopment plans.
Parking near newsagent at approach of Smarts Heath Road and Guildford-Woking Road	Five time-limited parking spaces plus a lay-by for two cars already exist.
Other comments	
Ensure new housing has sufficient garages to prevent on street parking. Keeping large houses will help	BEWG policy.
It is increasing	Undefined, further information needed.
Logs and barriers to deter parking are unsightly and are surely illegal where the verges do not belong to the house owner, eg Pine Road, Mile Path and Pond Road	Unadopted roads.
Drop off parking only in Hook Heath Road between Pine Road and Hook Heath Avenue	Impossible to achieve due to width of road and not compliant with national/local government policies.
Some on-street parking slows traffic but not on pavements please	Included in community aim and projects
But more concern about the danger of walking along Hook Heath Road	
Provide speed restrictions on large roads or calming is put in place	
Because so many roads are so narrow allow it on one side only if at all	
It appears to be just temporary on most occasions so am not particularly concerned	Undefined, further information needed.
Should not exist on main roads	
Although not pretty it can act as a speeding deterrent	
Anecdotally on street parking is often residents and in some cases older people unable to walk far	
Increased street parking caused by the number of security gated properties.	Individual issue. Would need research to determine if correct.
One of the nice things about Hook Heath is that few cars park on the roads means that you don't feel you are shoe-horned into a small island; the house next door has six bedrooms and parking for two cars. How did the council allow that?	WBC only has parking standards for smaller properties. Issue being addressed by BEWG policies.
All roads if possible; the number of vehicles per household should be restricted	Impractical and unachievable.
Not at present but we are fortunate not to have much in Holly Bank Road	Undefined, further information needed.
3. Do you agree that speeding is an issue in the area?	
Comments on Hook Heath Road	
Hook Heath Road (x 13 nominations)	
Small 30mph repeater signs down Hook Heath Road (x 3 comments)	
I suspect many drivers/users do not appreciate the 30mph limit applies. I try to educate them by adhering to the limit; this infuriates them	

Enforce 30 mph (x 3 comments)	Lack of police resources make enforcement hard to achieve. Community Speedwatch does help. Surrey County Council will not support 20mph limits in areas without specific and ongoing problems, e.g. schools. Type of calming measures will be subject to further research.
Hook Heath Road needs a lower limit and limit enforcement	
Hook Heath Road 20mph sections (x 5 comments)	
Not 20 mph (x 4 comments)	
Hook Heath Road - chicanes needed (x 5 comments)	
No chicanes	
Hook Heath Road flashing speed signs would be useful (x 2 comments)	
Not sure of the effectiveness of flashing speed signs (x 2 comments)	
Hook Heath Road - put in road cushions/speed humps (x 6 comments)	
No road cushions/speed humps - can damage cars (x 3 comments)	
Speed cameras could be used	
Yes to traffic calming in Hook Heath Road	
Traffic calming would be appropriate to prevent people speeding down Hook Heath Road	
Would like speed restrictions on Hook Heath Road between Pine Road and Mount Road	
Hook Heath Road especially since temporary closure of bridge near Saunders Lane a couple of years ago	
Especially on corner at Hale End	
Comments on Hook Hill Lane	
Hook Hill Lane (x 3 nominations)	Included in community aim and projects
Hook Hill Lane - 30mph sign should be larger; width restrictions signs should be more prominently located to avoid HGV reversing up the lane	
Hook Hill Lane 20mph (x 3 comments)	
Hook Hill Lane flashing speed signs would be useful	
Yes, Hook Hill Lane. Speed humps would help here	
Hook Hill Lane (narrow, winding, no footpaths, icy in winter)	
Hook Hill Lane especially around the corners (and the cars take up your lane too)	
Speeding traffic in Hook Hill Lane is a nightmare for pedestrians and pets; traffic calming needed. Walking down Hook Hill Lane to Mayford is dangerous; there needs to be a proper pedestrian pathway	
Comments on Holly Bank Road	
Holly Bank Road (x 10 nominations)	Type of calming measures will be subject to further research.
Holly Bank Road - 20mph (x 3 comments)	
Holly Bank Road. I do not agree with 20mph sections but stricter enforcement of 30mph speed limit	
Only on limited straight roads such as Holly Bank Road; do not support 20mph limits impractical and unnecessary	
Holly Bank Road flashing speed signs would be useful (x 3 comments)	
Holly Bank Road - put in road cushions (x 3 comments)	
Holly Bank Road - chicanes (x 3 comments)	
In particular in Holly Bank Road (not road pillows, cushions, ramps as damage the cars); not sure of the effectiveness of flashing speed signs and 20mph sections	

Holly Bank Road needs traffic calming measures (x 2 comments)	
Mainly a problem in the through roads such as Holly Bank	
Comments on Hook Heath Avenue	
Hook Heath Avenue (x 3 nominations)	Type of calming measures will be subject to further research.
Heath Avenue - yes to 20mph	
Hook Heath Avenue - flashing speed signs and chicanes or cushions	
Yes, motorbikes zooming up Hook Heath Avenue	
The real problem is traffic speeding up from 20mph across the St John's Bridge up Hook Heath Avenue; particularly noisy motorbikes/scooters	
Comments on Pond Road	
Pond Road	Unadopted road.
Pond Road - larger road bumps	
Pond Road for golf club traffic	
Comments on other roads	
Flashing speed signs Mount Road	Type of calming measures will be subject to further research.
At Pond Road/Hook Heath Road/Hook Hill Lane; it's a blind corner from Holly Bank Road	Agree.
Near SMC, tennis club, Hook Heath Road, Hook Heath Avenue, Wych Hill, corner by Hale End, Hook Heath Road extension; yes to all, targeted/tailored/speed/traffic calming measures	
Wych Hill Rise	
40mph is sufficient; exit from de Vere Venue should be left *hand only	30mph is default speed in urban area. De Vere currently aiming to change exit to safer option as part of redevelopment proposals.
Particularly on long level straight sections	Undefined- more information needed
See comments about sharp bend passed to LIWG	Included in projects
Other comments	
Enforce/police existing 30mph limit (x 5 comments)	Lack of police resources make this hard to achieve. Community Speedwatch does help.
Too much speeding and drivers ignore/not aware of 30mph	Included in community aim and projects
I regularly see cars travelling in excess of 30mph. I have been overtaken on many occasions when going at 30mph	
No 30mph sign is confusing and few drivers are aware of 30mph limit (lit urban road etc)	30 mph is default speed in urban area
Physically limit 30 mph with chicanes	Type of calming measures will be subject to further research
30mph should be adequate; it is only excessive speeding that is an issue.	Agree
More 30 mph signs	Surrey CC not supportive as 30mph is default speed
All residential roads should be 20mph (x 3 comments)	Surrey County Council will not support 20mph limits in areas without specific and ongoing problems, e.g. schools.
20mph cannot be enforced therefore US	Agree
Chicanes (x 3 comments)	
No chicanes	

Flashing speed signs are a good idea (x 5 comments)	Type of calming measures will be subject to further research.
No flashing speed signs please.	
No road pillows/speed bumps (x 7 comments) (except on private roads) – may create noise for residents and damage cars; visually unappealing	
However would support more traffic calming measures.	
No traffic calming (x 2 comments)	
I would be unhappy to see further signage/flashing lights/speed bumps/which will detract from the scene	
Traffic calming should be in keeping with style of the Hook Heath Area. Chicanes including low level shrubs like used in France	
Not particularly. Do not want an area full of traffic lights and sleeping policeman	
Chicanes, flashing speed signs road pillows cushions etc don't work and cause noise. Can we stop rat runs? Should we encourage driving schools to use our roads? This can act as a deterrent to speeding.	
Both. Concerned about over-reaction	
4. Do you consider that certain roads in the area are being used as rat runs?	
Comments on Holly Bank Road	
Holly Bank Road (x 29 nominations)	Agree – included in community aim and projects
Holly Bank Road in particular – chicanes would help (x 3 comments)	
Holly Bank Road police to enforce.	
Maybe Holly Bank Road but I've not noticed a significant problem.	
Holly Bank Road is definitely used as rat run. Strict enforcement of 30mph speed limit is required (x 2 comments)	
Holly Bank Road used as cut-throughs to avoid queues in town	
Holly Bank Road is used by a lot of lorries and even coaches	
Holly Bank Road is particular problem and we need to reduce traffic and speed.	
But Holly Bank Road is a natural link road for a lot of passing traffic	
Comments on Hook Heath Road	
Hook Heath Road (x 14 nominations)	Agree. Included in community aim and projects. 20 mph not achievable.
Hook Heath Road is used as a rat run. Traffic calming would help	
Hook Heath Road - people avoiding Egley Road traffic congestion	
Hook Heath Road needs speed limit enforcement and a lower limit (20mph)	
Chicanes for Hook Heath Road	
The explanation for the considerable increase in traffic in Hook Heath Road is drivers' avoidance of the single track railway bridges the tunnel in Blackhorse Road and Brookwood Crossroads. I would do the same myself	
There needs to be a size/weight restriction on HGVs too many in Hook Heath Road to accommodate them safely.	
Hook Heath Road is definitely rat run; strict enforcement of 30mph speed limit is required	

Hook Heath Road used as cut-throughs to avoid queues in town	
Hook Heath Road (a lot of lorries use the road)	
Hook Heath Road 20mph	
Hook Heath Road - unsure that there is a remedy	
Hook Heath Road 20mph speed limit or traffic calming	
Cars travel too fast on Hook Heath Road and visibility from Pond Road/Holly Bank is restricted	
Comments on Hook Hill Lane	
Hook Hill Lane (x 19 nominations)	
Hook Hill Lane - size restrictions often ignored	
Hook Hill Lane speed bumps or speed cameras	
Hook Hill Lane should be one way only	
Hook Hill Lane takes a lot of commuter traffic. Suggest make one way and traffic calming or closed altogether at the railway bridge	Agree. Included in community aim and projects. 20 mph not achievable. One way is a possible option.
Hook Hill Lane - unsure that there is a remedy	
But I'm not normally around during rush hour when this is likely to happen. Hook Hill Lane is bad - vegetation needs cutting back and cars need to drive more slowly	
Comments on Hook Heath Avenue	
Hook Heath Avenue (x 2 nominations)	Included in community aim and projects.
Chicanes for Hook Heath Avenue	
Commercial traffic using Hook Heath Avenue	
Hook Heath Avenue is particular problem and we need to reduce traffic and speed.	
Comments on other roads in the HHNA	
Pond Road to Golf Club	Unadopted road
Not that I have noticed but I live on Pond Road which is a dead end	
Cedar Road	
Hale End but not a problem	Undefined. More information needed.
Mount Road (x 3 nominations)	
Wych Hill Rise (x 2 nominations)	Included in community aim and projects.
Saunders Lane (x 2 nominations)	
Blackhorse Road (x 2 nominations)	Outside HHNA.
It is very difficult to turn into Blackhorse Road because of racing heavy traffic	
Junction of Holly Bank/Hook Heath Road/Hook Hill Lane is dangerous	Included in community aim and projects
Orchard Mains/Wych Hill Rise/Blackbridge; enforce speed limits and obey road signs	
From Orchard Mains to Blackbridge Road although one way some cars go up the road; for offenders 100 hours plus litter picking up plus heavy fines	Included in community aim and projects. Penalties set nationally.
Other Comments	
This may be worse in the short term when the rail bridge is rebuilt (5 months) but improve great deal after its completion	Comment time-expired
Gorse Hill has also created more traffic, delivery lorries etc.	Agree
Probably due to the increasing use of SatNav which takes people on the shortest/quickest routes	Undefined. More information needed

Short of blowing up the bridge at Mayford, I don't know. Can we buy the roads from the Necropolis Company and gate the area?	Interesting idea but illegal. Adopted roads are not owned by Company.
Need to be more aware of people parking for the day and cycling to the station. Have seen cars doing this on Pine Road. Enough parking challenge with Renault garage and WLTCC	Not something which could be stopped.
Speed reduction measures needed	Included in community aim and projects
Traffic calming	
Cameras speed limit	Cost likely to be prohibitive
Not sure - commuter traffic	Undefined. More information needed.
However, tbh I use it as a rat run at times	Understood.

Local Infrastructure: Graffiti Window Comments	
Comment	Response
20 mph?	
Yes please (x 2)	Surrey County Council will not support 20mph limits in areas without specific and ongoing problems, e.g. schools. Traffic calming, Sat Nav and signage review are part of projects.
Traffic calming on Hook Hill Lane please!! 20 mph not enough; needs physical obstruction	
Yes. Speed limit signs in Hook Hill Lane need to be larger	
Sat nav programmes should be reset so traffic <u>not</u> sent up Hook Hill Lane!	
Yes please, Hook Hill Lane	
Width restriction signs in Hook Hill Lane need to be more prominent	
Yes, good idea – won't add much to a journey through Hook Heath as it is small, but will make it safer	
Yes, traffic calming needed	
No	
Introduce traffic calming?	
Parking is a real problem – needs solving	Included in community aim and projects. 20mph not achievable.
Do something about Wych Hill Rise	
Stop cars parking on pavements when there is room to park on road	
Discourage on-road parking	
Lay-bys created to park off-road (Hook Heath Road near Sun Hill)	
Gated properties tend to increase street parking and should be avoided if possible	
The clear roads encourage speeding. I will continue to park on road until 20 mph or traffic calming measures are introduced in Hook Heath Road	
Speed humps on Hook Heath Road from Sun Hill to Saunders Lane	

Open Spaces: Questionnaire Feedback	
Comment	Response
1. Do you agree with all the displayed policies suggested by the Open Spaces Working Group?	
Golf Club has tree cutting licence – recommend review of licence terms	Outside scope of Plan
No extension of conservation areas and no more blanket tree protection	
Especially worried about land between Saunders Lane and escarpment (Martin Grant land) NB: field east of Martin Grant land is Council owned	
If building takes place on green belt, ensure there are wildlife corridors	
Is there a way to preserve or prevent future development of the Golf Club and WLTCC?	
Prevent further development of golf course and tennis club	Not admissible
Yes, add how to maintain open spaces	Noted. There may be scope for related projects
Dog poo bins with in-built dispensers needed	
All clear and sensible	Thank you (though the policy wording has since changed)
Very much agree with all these	
Very good; you may wish to add more detail about maintenance of these spaces	Thank you (though the policy wording has since changed). There may be scope for related projects
Keep access through Woking Golf Club	Policy OS1 embraces the need to maintain and enhance the footpath network
Suggest more active development of footpaths (i) where there are none on busy roads; (ii) where 'informal paths' should be established as rights of way	
Clear signposting would be useful for newer residents	
Footpaths must be well maintained especially on golf course	
The policy on what should be limited to pedestrians only and what should be accessible for cyclists should be made as clear as possible	Noted. This will have to be defined ad hoc at the project stage
Important to preserve and enhance open space	This is the key aim of policy OS1
Where is 'white belt' and how is it defined?	The term has been dropped
Under OS1 expand/define what is meant by 'harmful development'	The concept is no longer included
2. Do we need more informal and formal sports facilities?	
Comments on children's play areas	
Children's play areas (x 7 nominations)	Noted. There is scope for related projects, or inclusion in developments
Comments on running	
Running club (x 2 nominations)	Noted. There is scope for related projects, or inclusion in developments
Running/jogging circuits/trails (x 13 nominations)	
Comments on cycling	
Cycle circuits/circuits (x 11 nominations)	Noted. There is scope for related projects
It's a shame we are not allowed to cycle on the footpath on the golf course. Cycling is mostly fine on Hook Heath Road apart from speeding vehicles when it becomes dangerous especially with potholes	

This would be great, especially cycling circuits especially if the traffic were more controlled.	Noted. There is scope for related projects, or inclusion in developments
Informal, marked walking, running and cycle routes	
General comments	
Bridlepaths/woodland trails that can be used to ride horses	Noted. Scope for project?
Yes, Not safe to walk or cycle around Hook Heath area. Only realistic means of transport is by car	An extreme view, perhaps, but the deficiencies of the footpath network are noted in the Plan
Yes, for local residents only	Not thought practicable or desirable
Difficult to say yes until parking issue is dealt with	Noted
Quiet area where people can walk and push prams	
Likely conflict with other parties and bring traffic and parking issues	
Not necessary if keep existing open spaces	
Preserve peaceful nature of the area	
No new development – stay within existing areas	
WLTCC is great facility	
Improve St Johns facilities (x 2 comments)	Outside scope of Plan
Improve tennis club facilities	
Maybe move the tennis club to green belt – practical and financial sense	
Expand Mayford play area	Noted, but this is too small an area to be self-sufficient
Acute shortage in western areas of borough of sports facilities	
No, too much tax payers' money has been spent in Woking on this	Noted
We already have open spaces, private gardens and sports facilities	
I think we have enough sporting facilities	
Facilities are available locally	The Plan document recognises this
Play areas not needed – available at Mayford and St Johns	
We have Woking Park close by and also the tennis club	
Facilities are important but not in Hook Heath. Tennis and golf just fine	
As a residential area, can't see how this would fit/be necessary	
I don't think we need formal sports facilities in Hook Heath as these are provided but footpaths/cyclepaths would encourage exercise	
3. Do we need more footpaths or cycle paths? If yes, from where to where?	
Comments on cycle paths	
Circular cycle path (x 4 comments)	Some of these ideas are within HHNA and provide scope for possible projects. Those outside HHNA are outside the scope of the Plan
Cycleways paralleling footpaths	
Cycleways through wooded areas	
Hook Heath Avenue cycle path	
Allow cycles on Mile Path or cycle path on Hook Heath Road	
Need designated cycle path to Woking station	
Keep canal cycleway	
Paths for touring but not racing bikes	
Golf Club have put up 'no cycling' sign; this should be taken down on Fishers Hill to railway bridge path	

Comments on footpaths	
More paths needed (x 4 comments)	Policy OS1 covers the maintenance and enhancement of the footpath network – which could be expedited by specific projects. The comment on verges is covered in BE policies. The Plan does not cover abusive behaviour!
Footpaths need to be preserved and maintained to uphold all current rights of way (x 7 comments)	
Hedges should not encroach on pavements or footpaths (x 3 comments)	
More active promotion and development of traditional footpaths	
Improve signage (x 3 comments)	
Slow traffic down instead of using verges as tarmac paths; verges add to the character of Hook Heath (x 2 comments)	
Tell Golf Club members not to abuse walkers	
Suggestions for new footpaths	
Link Hook Heath Road to railway bridge in Hook Hill Lane with footpath (x 5 comments)	Scope for possible project
Fernhill to Blackbridge to be adopted as footpath (x 2 comments)	
Hook Heath Road from Pond Road to Saunders Lane (x 3 comments)	
Saunders Lane to Mayford	
Yes, at least one footpath needed down Fishers Hill which is a walker's nightmare, and highly dangerous for elderly and joggers.	
On main roads	
Link Blackhorse Lane to Golf Club path and then to Saunders Lane	This would be very helpful, but is just outside HHNA
Worplesdon Station to Mayford – reopen.	Outside HHNA
Footpath from Gorse Hill to Mile Path completely impassable when wet.	Policy OS1 covers maintaining and enhancing the footpath network. The poor usability of many paths is noted in the Plan
The path joining Green Lane to Fishers Hill is sometimes impassable.	
Need safe route to Mayford roundabout for children for school buses	This comment reflects the problems of Hook Hill Lane. Resolving them will be difficult, but any future development projects in that area should aim to help.
Keep access through Golf Club	Policy OS 1 covers maintaining and enhancing the footpath network
Other comments	
Encourage less use of cars	Outside scope of Plan, except as a result of improving the alternatives
Not safe to walk or cycle	Noted
Make clear where walking and cycling allowed (x 2 comments)	Clear signposting of public rights of way is an aspect of the Amenity value covered by Policy OS 1
Some areas need improved footpaths	Policy OS 1 covers maintaining and enhancing the footpath network
We have a good network of footpaths (x 4 comments)	In some respects this is correct, but there are deficiencies which inhibit their use, as noted in the Plan

4. Should the green belt be developed?

Comments on role of green belt

It marks the boundary with Guildford (x 4 comments)
It acts as a buffer between Hook Heath and Mayford (x 4 comments)
An important feature of Hook Heath character giving it a semi-rural aspect– building would mean Hook Heath loses leafy, green, quiet (x 6 comments)
Important as a haven for wildlife (x 3 comments)
It was designated as green belt for a reason
Not just local residents who benefit from green space
It is very good recreational ground
Important to preserve open space
Serves as lungs

These comments, and the others on that green belt below, reflect the very high value placed by residents on the green belt in and around HHNA. They are not, however, issues which can be dealt with in the Plan document. They are therefore simply marked 'Outside scope of Plan'

Comments on development

If development takes place it should be low density, quality houses in same style as Hook Heath that maintains/enhances the area (x 5 comments)
Not unless agreed by majority of Hook Heath and essential
Not unless no other open space can be found
Identify areas where we would tolerate development
Land from Egley Road to railway should be considered
Only as a last resort and with access from Egley Road and at low density
Especially worried about land between Saunders Lane and escarpment. Council own some of land near Mayford Hall
No more building on green belt or escarpment, including land south of Ridge Close
Access to land east of Hook Heath/Allen House park is impossible.
Preferably not. Conflict of interest with policy of 'rising ground of landscape importance'. Access will be important.
At some point it will become inevitable
Develop the brown sites

Outside scope of Plan

Comments on traffic and infrastructure issues

Increase in traffic would be horrendous
Loss of green belt would mean more traffic and lots of noise
Concern about traffic levels and access
Would result in increase in traffic but current infrastructure is incapable of handling it (x 5 comments)
Saunders Lane and Hook Heath Road and the two low bridges couldn't handle it and access in region of Mayford Garden Centre would create a problem
Any increase in cars impacts quality of life
Traffic on Saunders Lane would be lethal
Would put huge pressure on already busy area

Outside scope of Plan

Other comments

Green belt retained at all costs (x 2 comments)
Green belt sacrosanct
Preserve as long as possible.
Once start – where stop?

Preferably not	Outside scope of Plan
Need good liaison with Mayford to ensure strong representation against this	
No. Never. Covenant on area Farm land leased to development.	
Are there flooding issues in this area?	

Open Spaces: Graffiti Window Comments	
Comment	Response
More footpaths and cycleways?	
Maintain public footpaths! Fernhill Lane	Those of the (anonymous) 'Graffiti' comments related to development were also made in the questionnaire responses noted above. The others, which are essentially about day-to-day maintenance, are outside the scope of the Plan
Keep paths open to St Johns and Mayford	
Yes please (x 3)	
More footpaths (x 2)	
More cycleways please	
Need safe routes for unaccompanied children to public transport/school buses sites (e.g. Mayford roundabout)	
Improve existing!	
No parking on footpaths and pavements	
Encourage Golf Club to maintain Mile Path from Pond Road to Gorse Hill – muddy/unpassable in winter	
No	
Improve maintenance of hedges to keep footpaths wide enough to walk down	
Hedges overgrowing pavements force wheelchairs and pushchairs into road! Dangerous	
It is dangerous to be a pedestrian on Hook Heath Road, Gorse Hill end	
Cut back hedges overgrowing pavements	

APPENDIX 8

Pre-submission Consultation

Feedback from residents and business in the Hook Heath Neighbourhood Area

General Comments	
Comments and Suggested Changes	Response of HHNF Steering Group
Feedback from residents and those working within the HHNA	
The abbreviated plan that arrived through the door is very impressive. I support what you are doing.	Thank you for your support.
Impressively produced documents and sensible policies.	
Excellent plan, very well thought out and presented. Most certainly reflects views of residents.	
Excellent. Still think that we should comment on potential loss of green belt status.	
We wish to complement and thank the steering group and helpers for their hard work in putting together such a well-developed policy.	
I find that the document has been painstakingly and professionally compiled. I totally concur with all the policies which reflect in principal how I and most other residents would want to see Hook Heath be and look now and in the future. I hope that the hours of work and effort of the compilers will result in acceptance and adherence.	
I think a large amount of work has been done to produce this - thank you all. I agree with this all and we should be determined to carry it through in spite of pressure from developers etc	
What a good job you are doing!	
I commend all those who have given up their time and talents to produce the Neighbourhood Plan. Well done.	
Excellent to take responsibility in this way for the area.	
Many thanks for the work you do on this most important subject.	
Overall clear and well presented.	
Thank you. A lot of thought and hard work has gone into producing this.	
We agree wholeheartedly with your plan and we thank you – the team – who have invested so much time and energy on behalf of all the residents, to ensure the continued beauty of Hook Heath in the future.	

We fully support the policies set out in the Hook Heath Neighbourhood Plan.	Thank you for your support.
Excellent.	
This has my full support.	
A sensible and logical plan which we fully support	
I am fully in support of the policies put forward by the Hook Heath Neighbourhood association. All 6 policies are sound and receive my full backing.	
I support these policies	
I back fully the policies currently proposed by the Hook Heath Neighbourhood Forum as set out in the Pre submission Consultation.	
Well thought out, positively promoted and essential for the future of the neighbourhood.	
The comments, with which I agree, are contained within this report.	
I have read and agree with the policies contained within this report.	
We agree with the report and its conclusion.	
Congratulations to all those who have worked on producing this document.	
1 We agree with all points. 2 The concise nature of the expression of the points makes it more impactful. 3 Congratulations to the team on its efforts. 4 Agree with the designation of Hook Heath Avenue as a special feature.	
We are very happy with the plan, and are very encouraged by the comments from the planning experts. Our thanks to you all for your hard work.	
Overall very much in agreement with the policies outlined in the Neighbourhood Plan for Hook Heath. The area has a very distinctive residential character which should be maintained whilst allowing suitable development.	
I have read the abbreviated version of the Pre submission Consultation Document with great interest and fully agree, endorse, and support the vision and each of the policies contained therein, together with their stated justifications.	
A well balanced and comprehensive plan.	
A comprehensive, well thought through, easy to understand document with achievable objectives. Our congratulations to all involved.	
Many, many thanks to all those who spend time on our behalf to maintain these initiatives. It is very much appreciated. Thank you.	
Thank you for the work done in developing the Neighbourhood Plan. It is a clear and well written document. I support the Vision, Objectives as well as the policies set out in the Plan. The Amenity Value expressed in the report of the several elements of benefit arising from the separation of the settlements of Hook Heath and Mayford, and of Woking as a whole and Guildford is crucial given the current pressure to accept extra housing in our area. In particular, land to the south of the Hook Heath escarpment and land west of the A320 is under threat. If this land is built on then we will very much feel the impact in Hook Heath, especially in terms of	

<p>increased traffic, as well as pressure on transport, education and health resources. Hopefully the Forum and the HHRA are exploring possibilities for co-ordination and co-operation with neighbouring residents' associations to help minimise the scale and density of these proposed developments.</p>	<p>vicinity of Hook Heath is shared widely. The HHRA will liaise with the Mayford Village Society on this issue.</p>
<p>Very grateful for all the hard work being put in to get the forum off the ground. I feel, though, that the elephant in the room is WBC s desire to kill off the unique green environs of Hook Heath with massive developments in the green belt. How can a neighbourhood forum be fully empowered if it has no power to conserve its own environment, in particular the lovely Hook Heath escarpment? Hook Heath is in danger of losing its unique character and merging into a new urban sprawl.</p>	<p>Your interest and support for the Plan is much appreciated. We are limited as to what we can achieve with infrastructure as there is no substantial development planned.</p>
<p>First of all I would like to thank everybody who has contributed to the Plan, and to congratulate them on the focus they have brought to the needs of the neighbourhood. I hope that I may however suggest that the suggestions on infrastructure need more emphasis. However leafy our lane they will be of little pleasure to us if the infrastructure which supports the community is inadequate.</p>	<p>The word 'must' is used in three policies: 1) in BE1 to ensure that the character of a house being divided is preserved; 2) in BE2 to ensure that adequate off-street parking is provided; 3) in BE3 to ensure that developers provide a justification when they have an impact on open spaces. It is believed that it is justified in these cases.</p>
<p>I note the use of the word 'must' creeping into some of the policies. Thought this needed to be replaced with 'should'.</p>	<p>Those who have looked at converting the Star to a gastro-pub have rejected it on the grounds that both the building and car-park are too small.</p>
<p>We feel very strongly about the need for a good gastro pub in the area and note the actions of the HHRA regarding The Star proposed change of use to a supermarket. This would be a disaster. It is hard to understand why the owners of say, the Red Lion in Horsell are not interested. It is annoying to note that the Sun in Chobham is undergoing refurbishment. I feel sure that residents of Hook Heath would use a good pub here. I can think of 5 households in my small road alone who would walk there to eat. Is there any way that some lobbying could be done of potential white knights?</p>	<p>You raise a number of points concerning the nature, purpose and role of the Forum. Briefly, a Neighbourhood Forum is an organisation with legal status and introduced via the Localism Act 2011. They are empowered to produce a neighbourhood plan where no other formal body e.g. a Parish or District Council exists to promote a community-</p>
<p>I note the frequent references to the "Hook Heath Neighbourhood Forum" in the various missives that have been issued by the 'HHRA'. I am concerned that the word forum is being used in a misleading way. The word forum is associated with "a meeting or medium where ideas and views on a particular issue can be exchanged." Almost all definitions of the word forum have the emphasis on a forum being "a public meeting place for open discussion or expression of ideas". In order to have any credibility at all for your ideas you need to establish an in-line internet based forum where people can genuinely, in public, discuss and express ideas.</p>	

I 'joined' the HHRA 'forum' because I thought that it was on on-line public discussion group – as most internet on-line forums are. However the so called 'forum' is in fact a mailing list – something completely different and it is misleading to call it a forum.

There is no public visibility of whatever thoughts, concerns or ideas might be expressed by members of the public who reside in this area.

The 'forum' is not a forum for public expression of ideas if people have to submit their thoughts and opinions on the plan for their ideas to be 'considered and incorporated into the plan if considered appropriate by the "committee"'.

Instead there is every appearance of the 'forum' being under the management of a few activists, with vested interests, who are intent of forcing through their own views and opinions and imposing those views and opinions on everyone else.

All of which is a cause for concern. And which could be at least partly addressed by establishing a genuine internet on-line forum where people can genuinely talk about the area and discuss their ideas for the area in general and the 'consultation' document in particular.

I can think of just a few questions that should be asked, in public, about the consultation document so that everyone has visibility of what the implications of your plans are. Requiring people to visit a drop in centre to ask questions and give their views is good but not a public process. Attending public evening meetings can also be highly ineffective for presenting and articulating ideas – for which the written medium (on-line forum) can be far superior.

My understanding is that you have distributed only an abbreviated copy of the main document – so why not make a full copy of the document available as a download?

If you are not prepared to establish, and also publicise, such an on-line forum that invites open public discussion and exchange of ideas for the area then doubtless people will draw their own (negative) conclusions about the nature of the HHRA and your planning document, which may well lead to the plan being undermined/invalidated in the future.

driven, rather than top down, plan for the future development of an area(s). You will find much more information about neighbourhood planning and Forums by reference to our website at: www.hhra.co.uk/hookheathforum.

The website carries full details of the role and purpose of the Forum together with minutes of all seven public meetings of the Forum together with much more information about the Forum's activities. I commend it to you. You may also wish to refer particularly to the constitution of the Forum which is among the many documents available on the website.

Our webmaster welcomes any comments that anyone may wish to raise and the website provides his contact details.

You are critical of the decision to distribute and abbreviated copy of the Neighbourhood Plan. So be it.

However, residents at all 725 addresses were informed in writing in July that they would receive a paper copy of the Plan this autumn. Moreover, as stated in my introduction to the abbreviated Plan, copies of the **FULL** Plan are available on our website and can be downloaded together with the several supporting documents which accompany the Plan. Anyone who wishes to have a paper copy of the full Plan has only to ask for one. All the documents are also available for viewing on request to the enquiry desk at Woking Library. The 'drop in events' are a further opportunity for anyone who wishes to air their views and comments.

I trust that you will accept, therefore, that your allegation that the Forum is being managed by a "few activists, with vested interests" has absolutely no foundation in fact.

Hook Heath should contribute in some way to Woking's local housing requirement.	We agree.
It seems to me that the plan is all about restricting development whereas it should contribute to sustainable development. At School my headmaster used to say what is right for today may not be right for tomorrow. Be flexible and keep an open mind.	The Plan does not seek to restrict development per se. If it did, it would not pass examination or be adopted at referendum. As you say, sustainable development is key. By setting out criteria for the design of such development, the plan seeks to ensure that the character of Hook Heath does not deteriorate.
Protecting character is good but it does not mean preventing development for the benefit of future generation.	We agree. Preserving the character of Hook Heath will not disadvantage future generations.
It is hard to see how the plan provides any economic benefit whatsoever.	The purpose of the Plan is to promote sustainable development and thus it is anticipated that there will be some economic benefit.
The plan should be much clearer and more transparent about how the 25% CIL monies will be spent where development occurs.	There is no hidden agenda – we are trying to collect ideas for suitable projects. This is an issue which can best follow on from the Plan – it is not a basic part of it.
In the full plan Map H is so much older than Map A and as a result is misleading.	We have used the best maps available.
Overall I think it is an excellent document I have a few comments, including 1. The only businesses in the HHNA were listed but it excludes the Methodist home which is currently empty but was operational until recently as a granny farm 2. I want double yellow lines on both sides of the road at the bottom of Hook Heath road as the SME employees park appallingly making the corner dangerous and you are forced to take evasive manoeuvres 3. I want the tennis club to manage their members parking as the park on both sides of Hook Heath road making 2 way traffic impossible if they could park only on one side rather than being selfish lazy to walk slightly further 4. Double yellow at the end of Hook Heath Road allowing cars to exit onto Wych Hill 5. Agree with all the preservation element listed 6. Agree with the minimum no s of parking by bedroom and any additional buildings on the property should require additional parkings 7. any specialist accommodation needs to be reverted	Woodbank, the Methodist care home, is listed in the full Plan. Your other concerns are noted but cannot be addressed in the Neighbourhood Plan.
Section 4.2: Include a definition of 'Arcadian' – which occurs throughout the document with no definition – and identify what are supposed to be the 'Arcadian' characteristics of Hook Heath. (Note a good definition is provided in Appendix 2 of the full document but has not been included in the extract distributed to residents.) Trees & Hedges: The document seems to assume that all trees and hedges have an implicit (and positive) 'amenity value'. This is not the case. Trees have many disadvantages, including: 1. Trees typically shed seasonal debris 3 times a year – dead flowers, fruit, leaves, twigs; that needs to be cleared up – with time and cost implications.	As you point out a definition of 'Arcadian' is provided in the full Plan which is the document that will be subject to examination.

<p>2. Trees can present a safety hazard through the dropping of dead branches – and can be blown down in storms, potentially damaging to and human life and also property such as vehicles and buildings.</p> <p>3. Trees can shade houses from solar radiation – making houses darker and cooler – with increased used of energy (and costs) for heating and lighting.</p> <p>4. Tree roots disrupt pavements and can damage underground utilities, such as sewers.</p> <p>5. Trees can present an obstacle to the partially sighted and obstruct wheelchair access.</p> <p>6. Trees are used by birds and their droppings, in addition to the tree debris, may make the space underneath the tree unsuitable for parking cars.</p> <p>7. Trees and hedges require regular pruning to keep them in shape – with additional time and cost implications.</p> <p>8. Trees can be the cause of disputes between neighbours, due to one neighbour suffering from detrimental effects of a tree which is located in another’s garden.</p> <p>Whilst trees and hedges may have an effect of ‘softening’ the environment it really should be up to individual landowners to decide whether they want a tree to remain on their land (as long as it doesn’t have a negative impact on their neighbour), for it is most likely that it is the landowner who is affected by the detrimental effect of the tree.</p> <p>No definition of ‘verge’. Is a ‘verge’ level grass with a pavement, or level grass without a pavement, or a sloping grass bank down to the road? Need to define what is meant by these ‘verges’ that are being protected/introduced in the document. Ideally verges should be level grass with a pavement to separate pedestrians/buggies/wheelchairs from traffic ?</p> <p>Trees bring with them all sorts of problems, as outlined earlier. It should be up to the individual landowner/plot holder as to whether they wish to retain trees (and hedges) on their site, as they are the people who have to live with the associated problems that the trees (and hedges) bring. Those people that love trees can plant them to their heart’s content on their own property, as long as their neighbours don’t mind – those that don’t wish to have the trees on their land should be free to get rid of them without feeling that they may be contravening a ‘neighbourhood plan’ created by people who don’t have to live with the problems that protected trees bring.</p> <p>For the reasons stated above I cannot support this plan.</p>	<p>You make some fair points in that there are hazards associated with trees and that maintenance comes at a cost. Of course, trees are also of benefit as regards wildlife habitat, scenic beauty, privacy and carbon capture.</p> <p>The Plan does not seek to deny homeowners the right to fell trees on their land, providing no TPO is in place. As you say, tree management should have regard to any negative impact on others.</p> <p>We have amended the plan to clarify the emphasis on preserving quality trees, and certainly not dead or dying ones. As you will have seen from the definition of Arcadian, extensive tree cover is a feature of the Area and we believe that it is one of the factors people take into account when choosing to live in Hook Heath.</p>
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Policy BE1	
Comments and Suggested Changes	Response of HHNF Steering Group
Feedback from residents and those working within the HHNA	
Support this well expressed policy.	Thank you for your support.
We are in total agreement with this policy and especially C.v. ratio.	

Excellent. Describes just what we need to achieve without being too prescriptive.	Thank you for your support.	
Agree the existing density should be maintained.		
Agree.		
Strongly agree with existing density, rhythm, proportions, materials etc. Also strongly agree with b and c.		
I am glad to note that the forum has included front boundary hedges within this policy. The sooner the better! So many properties have replaced hedges with fencing, walls, gates which is spoiling the semi-rural look of the area.		
Agree fully.		
Agreed.		
Agree with your policy.		
We concur with all the points you make here.		
OK but essential to ensure adequate off road parking.		
We fully agree with all aspects of this policy.		
Agree.		
I agree totally with the policy of preserving the Arcadian character of Hook Heath. This means we need to preserve the grass and hedge frontages, specimen trees etc.	Details can be found on page 26, Map H of the full Plan.	
Little would be gained from over developing the area. The policy described strikes a good balance between allowing development and retaining character of the area.		
Curious to know where the two significant conservation areas are located.		
Agree entirely with the policy document. However, will it work? eg despite significant and sensible opposition, planning permission was granted to knock down Kineton and replace it with a block of flats. Thank goodness the developer changed his mind and is now putting up 2 houses.		There are no guarantees, but the Plan sets out the criteria for developments in as strong a form as we can.
New development should be opposed when it is at the cost of losing the fine examples of houses built by noted builders in Hook Heath .Two fine examples by W.G Tarrant have been demolished and are replaced with houses of much poorer architectural merit.		We agree with the sentiment but locally listed houses are already protected by WBC. Fortunately there are very few outside conservation areas.
1 Restrictions need to continue in respect of any proposed development of flats and or town houses, development of buildings in multiple occupation. 2 Where possible, bulky or grandiose plans for replacement homes are not to be preferred. Woking style, or improvement on Tarrant or 1920 s 1930 s styles, are to be preferred.		The Plan sets out the criteria for development in as strong a form as we are able.
Where is the Character Study and who prepared it? Should be a cross ref and link. cii How will trees of recognised importance be identified? Developers will just say they did not know.		The Character Study is on our web-site; it was prepared by the Steering Group. Developers must take account of Tree Preservation Orders.

Over the past century Hook Heath has developed in response to changes in society. It is easy to forget that the first houses were built with staff accommodation and stables which partially explains why they were built on such large plots.	We agree.
Hook Heath has a complete mixture of housing from small two bedroom apartments of 700 sq ft to large houses of 7,000 sq ft. This has developed over many years, is good and provides the characteristic of Hook Heath. This is in contrast to say The Hockering where large plots remain - Hook Heath is better for it	
There are many sorts of hedges and tree screens. I consider a beech hedge attractive, laurel less so and cypress hedges are well known for causing disputes between neighbours. What better way to maintain residential privacy than plant a fast growing cypress hedge!	
I suspect that all the original plots have now been subdivided. Homes have been built in the grounds, cul-de sacs constructed, subdividing the plots time and time again to give us the area we cherish today. I personally have been coming to Hook Heath for over 40 years and have seen plenty of development – some good and some pretty awful.	There are still a few large plots but you are essentially correct.
The document refers to the standards of Hook Heath as a whole in character and plot size and says this implies plot sizes of about 0.2 ha. I understand 0.2 ha to be about 0.5 acres which in today's terms is an exceptionally large plot. I am writing to you at Wwww where all plots are significantly less than what is being suggested as appropriate for future development, is this intended to effectively prevent future development? A plot density of 4 to the acre would be more appropriate as a minimum.	We have amended the Plan and hope it now goes some way to accommodating these concerns.
Fully support Policy statement. NB Density and quality of trees to be taken into consideration. In some instances quality species trees are hampered in their full development by close proximity of lesser quality trees.	Thank you for the feedback.
In case you did not know I understand that the significant green verges in Golf Club Road are owned by the Golf Club as is the road itself. It is for this reason that vehicles are rarely seen parked in that road and the verges are preserved.	
Policy C (v) is likely to cause concentrations of similar properties. So where there are already apartments further apartments will be built. Where there exists a proliferation of houses already on large plots nothing will get built! Again is this intended to effectively prevent future development?	This is intended to maintain the character of Hook Heath in line with the residents' wishes by avoiding overdevelopment of plots. But please bear in mind that this policy is intended solely for this heterogeneous area.
On a personal point when we built Xxxxx in 2009 there were significant objections from the residents association who were simply unprofessional, confrontational and unrealistic. We wished to build, and have built, what is perhaps the best house built in Hook Heath in the last 50 years yet they still objected - jealousy can be the only explanation!	We think that you will find that many of your neighbours are delighted that you have built such an interesting and attractive house, which appears to fit very readily within the policies in the Plan.
The HNF should seek to work with proposed developers to achieve high quality development and not be confrontational.	If any developers were to build in Hook Heath we would be happy to work with them within the constraints of the Neighbourhood Plan when it is agreed.

<p>Yyyyy lives in one of the locally listed buildings featured in the presubmission consultation. Xxxxx was modelled on Zzzzz in an Arts & Craft style but has the advantages of central heating, cavity wall insulation and internal soil pipes - things that we all now take for granted that Zzzzz does not have.</p>	<p>Thank you for the feedback</p>
<p>Smaller properties allow people to down size, plus cheaper</p>	<p>Such development is not excluded.</p>
<p>Need more design input on any new developments to ensure that the standard is improved to retain the attractive characteristics of the area. Trees are currently chopped down and fences erected where soft landscaping should front the streetscene. Designs should also emphasise traditional architectural details, and materials. eg. no Staffordshire Northern reclaimed bricks (eg on Pond Road) as out of character. The gradual erosion of landscape should be stopped and any removal should be replaced immediately with mature planting. There should be green boundaries on streetscenes and no close board fencing eg. corner of Hollybank and Cedar Rd., or Glasserton Cottage on Hook Heath Road. Mafia styled wrought iron 6 ft. gates should be banned with a softer alternative preferable where visible to the passing public.</p>	<p>We believe that these points are covered in the Plan to the extent that it is possible.</p>
<p>BE1a – Disagree – There are many large plots containing old energy inefficient houses which could usefully be demolished and replaced with ‘Grand Designs’ type buildings which would not be similar to existing buildings but, because of the large plot sizes and screening hedges would not look out of place, and merely add to the eclectic mix of buildings that are already in the area. Therefore, any proposed development should be considered on its own merits, and be subject only to existing planning and building regulations. Also, given that one of the key characteristics of an Arcadian area is considered to be the individuality of the properties it does seem somewhat incongruous to then expect new developments to reflect the characteristics of nearby buildings.</p> <p>BE1b – Disagree - any proposed development should be considered on its own merits, and be subject only to existing planning and building regulations.</p> <p>BE1ci – Agree – If the frontage remains largely unchanged then any changes made behind the frontage should be of little interest.</p> <p>BE1cii – Disagree – because of the disadvantages stated earlier regarding trees.</p> <p>BE1ciii – Agree –</p> <p>BE1civ – Disagree – Solar panels are here to stay and do no harm.</p> <p>BE1cv – Disagree – Times change – land is more valuable than when the buildings in the surrounding area were first built, and people need places to live. Not everyone these days wants a garden or wants to spend their life/time maintaining the plot on which their house is built. Any proposed development should be considered on its own merits, and be subject only to existing planning and building regulations.</p> <p>BE1 Para beginning “Development should not be...” – Disagree - Any proposed development should be considered on its own merits, and be subject only to existing planning and building regulations. Trees should not be a planning requirement.</p> <p>BE1 Para beginning “Where subdivision of an existing large house...” – Disagree – Unnecessarily restrictive.</p>	<p>Energy efficiency, as you imply, is important. That is not to assume that large older properties have not been brought up to modern standards of energy efficiency. We are not sure what you have in mind by “Grand Design” but incongruous development would have its detractors.</p> <p>As you say, solar panels are here to stay. They have their merits and demerits. Some people love them and others not. It’s a balance between energy efficiency and aesthetics!</p> <p>Indeed there are people who do not enjoy or have the time for garden maintenance. But gardens are good for families especially families with children.</p> <p>As mentioned above, there are benefits from preserving trees.</p> <p>A minority view; we are sorry you feel that preservation of ‘external character’ is restrictive.</p>

BE1 Para beginning “Development decisions...” – Disagree – There is no reason why the proximity of a locally listed building should have any influence on development decisions regarding a plot of land in its locality – particularly where ‘Arcadian’ individuality of the buildings is considered to be a prime characteristic.	It is the locally listed buildings themselves that the Plan is concerned about rather than their proximity to adjacent buildings.
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Policy BE2

Comments and Suggested Changes	Response of HHNF Steering Group
Feedback from residents and those working within the HHNA	
A sensible approach to an always sensitive issue.	Thank you for your support.
In total agreement with this policy.	
The on road parking in Hook Heath Road has become significantly worse in the past year. In the part of the road near the Tennis Club, cars frequently park on both sides of the road, making it difficult to drive through. We are very much in favour of anything which will reduce such parking so support the policy in this area.	
Agree but do not want to be in a position where there is no on road parking.	
Agree.	
Strongly agree.	
Agree your policy. Most roads are too narrow and some too dangerous to park.	
This is an important issue and we agree with your recommendations.	
We agree. On road parking already creates dangers for traffic and pedestrians at the intersection of Pine Road and Hook Heath Road.	
Agree. Parking on the road makes it very difficult to exit your drive safely as you cannot see if the road is clear.	
Absolutely essential for safety, currently a material issue, so policy is very sound.	
Fully support Policy statement.	
Agree	
Fully support this policy. Perhaps green verges should be protected by post and chain boundaries to deter parking on them especially by commercial vehicles	There is a variety of measures in use in Hook Heath to protect verges – a balance needs to be struck between protection of verges and creation of hazards.

1 Parking on the verges green margins on the south side of Hook Heath Avenue is to be discouraged where possible. 2 Parking near busy road junctions should be controlled. 3 Generally, on road parking in Hook Heath is not to be encouraged. 4 Use of the local bus service should be encouraged.	These are interesting points, but resolving them is outside the scope of the Plan.
I hope that the hard standing area next to the Gorse Hill centre will be enforced as parking for dog walkers, runners and walkers on Mile Path and the golf course, and not an overspill car park for the Gorse Hill centre, as happens at present.	
Too many vehicles are parking in Hook Heath Road by visitors to the Woking LTC Club, many with no consideration to other cars using the road, particularly when the club is holding a major competition. Maybe they could take away a couple of courts and create more on-site parking.	This topic has long been a concern, but its resolution is outside the scope of the Plan.
I think that this should be regarded as the absolute minimum. Cars should not be parked on road; roads are for cars to drive along. I know that there are not many, if any, 1 bedroom houses in Hook Heath but there may be in the future and they may be occupied by two people who each own a car.	We are limited by WBC standards and the need to encourage sustainability.
More security gated properties have recently increased the number of cars and vans parked on our narrow roads, caused by visitors and contractors who no longer have access to the drive of the property.	We see this point as reinforcing the need for the policy.
Nothing about parking needs looked to amenities e.g. tennis club or business - garage or health clinic on Wych Hill? Although unenforceable in law, a code of conduct could be part of the Plan to cover these specific issues.	The Plan is about the use of land – we do not see it as a suitable place for such a Code of Conduct.
Can this be expanded around Wych Hill shop area? Also around garage area leading to Tennis Club?	The Policy applies to all developments within the HHNA.
Would have liked to see more recommendations to improve situation. Maybe short stay limits opposite Londis so you can stop for a quick shop. White lines have helped along Hook Heath Rd and junction with Pine Rd	Parking will be dealt with by projects. (See Section 8 of the Plan.)
Agree. Perhaps parking meters or double yellow lines in Pine Road and Hook Heath Road would help!	Our concern is that would only move the problem rather than solve it.
The most important issue. Parking is already a real problem particularly in Hook Heath Road due to Fiat Garage and Tennis Club. Suggest Resident parking only, restricted parking duration and or double yellow lines	
Houses must have adequate provision for off road parking. On street parking would present a danger to children and cyclists and the practice of parking across pavements or verges is a danger to the partially sighted, elderly residents of the area.	These thoughts are very much in line with the thinking behind the policy.
The care for the elderly accommodation does lead to on road parking particularly for staff. Any development of these facilities should allow for on site parking	We agree
Parking has been a "problem" in some areas of Hook Heath for many years. It was a significant problem for residents of Cedar Road (where I lived for 20 years when Allen House was a school. The development of Allen House Park solved the problem!	

<p>If the Seat/Renault garage was developed would the parking "problem" on Hook Heath Road improve? Pine Road had a tennis club long before most of the houses were constructed. It becomes ever more popular, is used more frequently and its members all drive everywhere! Where are the members expected to park?</p>	<p>Clearly if the SEAT garage were replaced with housing then the parking problem at the NE end of Hook Heath Road would reduce. The members of the Tennis Club have no option but to park on the roads.</p>
<p>Would contributions from the CIL be used to improve facilities at the tennis club?</p>	<p>No, the Tennis Club is a private body.</p>
<p>Cars parked from near the junction of HH Road Avenue by SMC Renault to Pine Rd on both sides of the road. Cars weave in out, frustration. Cars parked opposite exit of HH Road onto HH Avenue, outside flats on HH Rd, make turning out of HH Rd more and more hazardous. Ditto lorries cars outside Londis. Cars outside Grey s nursing home can block visibility out of Cedar Rd. However, cars parked on Holly Bank Rd good to reduce average speed, rat run. Traffic gets worse every year nightmare.</p>	<p>Traffic is a recognised problem in Hook Heath but is outside the scope of the Plan.</p>

<p>Policy BE3</p>	
<p>Comments and Suggested Changes</p>	<p>Response of HHNF Steering Group</p>
<p>Feedback from residents and those working within the HHNA</p>	
<p>Another sensible policy which reflects the demographic profile of the area.</p>	<p>Thank you for your support.</p>
<p>In total agreement with this policy.</p>	
<p>I support this policy.</p>	
<p>Agree.</p>	
<p>Agree.</p>	
<p>A positive tick.</p>	
<p>We think that the policy is well stated.</p>	
<p>Agreed.</p>	
<p>I fit this category! Agree your policy.</p>	
<p>Agree.</p>	
<p>Agree.</p>	
<p>We agree with the policy to retain existing specialist accommodation.</p>	
<p>I believe that specialist accommodation for the elderly and disabled shall be protected. This area is a very peaceful and has walking paths and open spaces. Local children need to be encouraged to help the elderly and show them the respect they deserve.</p>	
<p>Fully support this policy</p>	

Fully agree a vibrant community is a diverse one.	Thank you for your support.
Fully support Policy statement.	
Agree	
Specialist residential facilities for older and disabled people are essential. Pathways should be kept generous and uncluttered Further residential facilities may be desirable. Vegetation eg shrubs, hedges, trees growing on to and over footpaths and road margins must be controlled.	This must be right, but it is not something that we can use the Plan to implement.
I can only think that demand will grow as people live longer. So I am not sure how this is relevant.	Thank you – we see the policy as a protection against supply falling in spite of rising demand.
We do not think that old peoples' homes need to be protected.	It seems that this is very much a minority view.
Very hard to determine reasonable value. This is same condition as is used for change of planning from commercial to residential and is almost impossible to manage. No issue with policy.	Thank you – noted, but we do not have a better proposal.
Nothing to add; however do we know the percentage of LOCAL residents who use these facilities. Is it wise for Plan to identify one particular age group there are minimal facilities for children 0-12 maybe there should be more e.g. Star pub as a nursery.	Thank you – clearly, these homes do not provide exclusively for local residents, but we think it right for the area to maintain its supply of such accommodation, given the ever-growing demand.
This is an interesting point. Will the former Methodist care home in Hollybank Road be replaced with another care home? This would be a good idea if it happens.	This is still unclear as at December 2014.
OK but again essential to ensure any developments include adequate off road parking for both residents and staff.	Thank you – Policy BE1 implicitly covers this point.
The provision of care for the elderly is normally a profit making commercial activity and should stand on its own two feet. It is misguided to think it should be "protected".	This policy is aimed at preventing commercially viable activities of this type being sold off for housing.
Hook Heaths population is older than average largely because you need to be affluent, have a significant salary, which is often related to age, to afford to live here.	We agree
If you want "viable accommodation for the elderly" consider apartments but I don't think that is what is intended.	The policy does not specify the type of accommodation; that is up to the provider.
The commercial residential home known as Greys pictured on page 10 attracts on street parking as did Woodbank before it closed. Is it the intention to retain the problem of on street parking or just because the HHRA has historically been totally against any form of development?	While there are often a small number of cars parked around Greys this has not resulted in feedback from residents in the same way as with the garage and tennis club.
Need more care homes but too expensive for poorly paid staff to live close, minimal public transport.	Not something we can influence.

Policy OS1	
Comments and Suggested Changes	Response of HHNF Steering Group
Feedback from residents and those working within the HHNA	
These views are vitally important and critical that they are preserved for future generations.	Thank you for your support.
We are totally in agreement with this policy.	
Agree.	
Agree.	
Very strongly agree with the two views referred to in the policy.	
A positive tick .	
We agree with the views of the policy.	
Agree fully.	
Agreed.	
Agree policy.	
Agree.	
These values are important and key to the beauty of Hook Heath we support your suggestion to promote the preservation of these beautiful features.	
Agreed.	
Agree.	
Fully support this policy	
People choose Hook Heath for its sylvan character. Seemingly unallocated and unkempt areas are to be welcomed and or maintained e.g. local green spaces . Supervision and control of removal of trees should be continued. Hook Heath needs its green lungs.	Thank you for providing that information.
Agreed .	
Fully agree.	
Grass verges in Mile Path West are owned by the Mile Path West Association and all frontages have signed covenants to maintain the grass verges.	We believe that we have made this point in the Plan, para 6.5.
The escarpment is particularly important to the character of Hook Heath and current views from Hook Heath towards Guildford and the Hogs Back should be protected.	We think that the policy is relevant wherever you live in the Area.
This policy all depends on where you live and the elevation of your property.	Thank you – the Character Study includes this.
Add some photos of the view!	We agree.
Fully support Policy statements. NB Please consider that some areas have excessive night	

lighting. Owls exist and it would be a shame to lose them due to overlighting. Lighting should be discreet and modest and not intrusive to other properties lanes roads.	
Reference is made to the several elements of benefit arising..... and Guildford but no wording appears in the document to <u>define</u> these benefits. What are they? Assuming the view of the escarpment is the view from the A320, Egley Road, why is this view so important that it requires protection?	The benefits of this separation include easier access to green space for recreation and for mitigation of pollution. It also provides a clearer sense of identity for the respective communities. More generally, it serves to reduce the soulless urban sprawl which blights so much of the country. Views are of course a matter of taste, but we believe that most people prefer to see a green hillside to one covered in houses.
Any major new developments adjacent to the area should include major infrastructure amenity, school, surgery, and necessary supporting facilities especially landscaped open amenity spaces, housing of low density with characteristics of the semi rural area of Hook Heath, definitely no urban flavour. There should be no additional access roads into Hook Heath and no adverse alteration to existing lanes and roads.	This is outside the scope of the Plan.
I'm not aware of Hook Heath being a tourist attraction where people go to enjoy the views, and I am not aware of there being any 'viewpoint' symbols on local maps of the area? So have to disagree with the statement that "views within, and of, the Area are so important locally". Include photographs of these views and a map showing where the photograph was taken from and the direction. Given the various problems that are associated with trees (stated previously) it should be up to the individual landowner to decide what trees to keep or remove from their land. In some cases proposed developments may well change views. Any proposed development should be considered on its own merits. Trees and hedges may be used to screen large developments.	The Plan seeks to maintain a balance between our individual freedoms and the other restraints which we need to observe in order to conserve the character of the Area. The views (and the trees) are an intrinsic part of this. We are sorry you do not share the opinions of and experience the benefits enjoyed by many residents as to the scenic beauty of the escarpment. It may not be a tourist attraction, but it is an amenity open to all!

Policy OS2	
Comments and Suggested Changes	Response of HHNF Steering Group
Feedback from residents and those working within the HHNA	
Strong support for the four proposed Local Green Spaces.	Thank you for your support.
In total agreement with this policy. Even small Local Green Spaces such as those mentioned add to the character of the area.	

I question whether it would be feasible to develop any of these patches of land. But I suppose that the belt and braces approach does no harm.	Thank you for your support
Agree entirely we need to maintain the character.	
Agree all four spaces.	
Agree all four proposals.	
Four positive ticks on each of the four areas.	
All of the green spaces listed are of vital significance and need to be protected.	
Agree fully.	
1. Agreed 2. Agreed 3. Agreed 4. Agreed.	
1. Agree 2. Agree a number of car crashes occur here 3. Agree 4. Agree.	
Agree.	
We agree all have a significant impact on the beauty of Hook Heath.	
Agreed.	
Agree all four. Very important for character of area.	
Fully support preservation of these green spaces. In particular use for street furniture notably CCTV and radio masts will need to be guarded against.	
1. Useful, cluttered, not obviously a green space until you think about it. 2. A welcome and relaxed meeting of roads in an influential and notable position. 3. Blink and you miss it. 4. A memorable and specific part of the character of Hook Heath.	
Agreed.	
As there are relatively few of these areas it is even more important that they are not lost.	
Re all four above vital to protect few remaining green spaces in order to protect feel of the area.	
1. Support 2. Support 3. Support 4. Support	
Appreciate small spaces and Pond Road verges. Not lose any more	
I think it is a great shame that we are not allowed to say something about the green belt between Hook Heath and Saunders Lane which I feel strongly needs to be maintained.	We can say plenty when the green belt consultation starts, but not within the Plan
Agree with points 1,2 & 3. Disagree with point 4 (Verges on the South Side of Hook Heath Avenue) which could potentially be usefully modified to include a paved cycle lane track/pavement.	Thank you for your support on points 1, 2, and 3. Point 4 appears to be a minority view.
As the Local Green Spaces for street furniture should be minimised, should the presence of the Hook Heath signs be reconsidered?	Thank you – noted, but this is not an issue for the Plan document.

pt3 access to footpaths could be improved to make walking cycling safer	Thank you – the issues around Hook Hill Lane will be considered as projects.
1, 3 and 4 words crossed out 2 circled with Whilst agreeing with the broad sense of the statements, I disagree that the triangles provide sightlines. This is a very dangerous junction and a roundabout would be an improvement!	The point about the dangers of the (five-way) junction is surely right, but it would be even worse if the triangles were built on. The idea of a mini-roundabout is worth pursuing, whether or not this Local Green Space is designated.
Triangle at Hook Hill Lane. Very important to maintain this natural green area which marks the pedestrian walkway, Green Lane leading to the footpath to Mayford Village Hall.	Thank you for emphasising the importance of securing Local Green Space status for the triangle of land at Hook Hill Lane.
It seems ridiculous to select four, relatively trivial areas as Local Green Open Spaces when approaching 25 of the total area of Hook Heath see Map A page 2 is covered by the Woking Golf Club and the Woking Lawn Tennis and Croquet Club. Both fall within your definition of open spaces under your para 4.2 Objectives. I consider that both should be added to the list of Local Green Open Spaces with existing buildings specifically excluded. This would afford this policy some practical validity.	The scope for designating Local Green Spaces is very severely limited, and excludes 'extensive tracts of land' such as the golf course. We are advised that even such a modest proposal as the one in the Plan is likely to be problematic. Woking Golf Club is already protected as it is in the Green Belt. It is unlikely that we could include the Lawn Tennis and Croquet Club as the club would object.

Policy LI1	
Comments and Suggested Changes	Response of HHNF Steering Group
Feedback from residents and those working within the HHNA	
This is an absolutely essential policy to preserve the character of the area and to reduce the possibility of road accidents.	Thank you for your support.
I support this policy.	
Agree.	
This policy and the policy regarding building ratios, are the policies we feel are the most important in the N Plan. Every day we see cars speeding along our roads in HH. We do not want additional roads or upgrades. We totally agree with this policy.	
Agree.	
Thoroughly agree.	
Strongly agree. Also agree with need for promotion and protection of walking, cycling.	
Agree.	

<p>We concur completely with this statement! Hollybank Road is already a very busy road it would be detrimental to Hook Heath to introduce any more roads traffic into the area.</p>	<p>Thank you for your support.</p>
<p>Agree. Hollybank Road is already used as a cut through and cars go very fast which is why policy BE2 is so important.</p>	
<p>Agreed.</p>	
<p>Fully agree as level of traffic is considerable with little focus on speed reduction safety pedestrian animal .</p>	
<p>Agree, Note. Wych Hill Rise does have a one-way system, nevertheless vehicles do go up Wych Hill Rise, from Blackbridge Road, in contravention of the traffic flow required by the one way system. Some disputes between drivers have arisen in the past because of this.</p>	<p>The Forum is well aware of this problem, as are the local police; however, resolution of the issue is outside the scope of this Plan.</p>
<p>We feel that speed reducing humps are needed in Hollybank Road, which is a cut through often used by traffic ignoring the 30mph speed limit.</p>	<p>The issue of traffic volumes and the speed of traffic along roads in Hook Heath is shared by many residents. The Plan is specifically about land use, and the most constructive way to address these issues is through projects We have a provisional list of a number of projects to be taken forward once the Plan has been 'made' by WBC; the introduction of speed control measures is high on the list for action; it would seem sensible to add your suggestions to that list. It is unlikely, however, that speed reducing humps will be introduced since SCC apparently no longer regards them as an effective method of reducing traffic speed. Sat-nav directions are often responsible for directing traffic along roads which were never designed to carry large volumes of vehicles; we have identified this as an issue to be tackled.</p>
<p>We agree in principle, more consideration should be given to speed bumps slowing traffic particularly on Hollybank Road and ways to discourage drivers using residential roads as cut throughs.</p>	
<p>The volume and speed of traffic entering Hook Heath, in particular through the narrow Hook Hill Lane, is becoming increasingly worrying.</p>	
<p>Fully support this policy. Increased volume and speed of traffic has become a worrying problem especially with the large cars which now proliferate. In particular Hook Hill Lane can be quite dangerous with these cars and commercial vans speeding up and down especially in the narrow section between Mount Road and the railway bridge where the banks on both sides of the road leave no room for manoeuvre. It needs either speed humps diagonal for maximum impact in this section or closing the bridge to vehicular traffic. Pedestrians and cyclists only.</p>	
<p>My wife and I are fully supportive of all the comments and policy statements and congratulate you on your efforts. The only addition that we would propose is the reduction in some of the speed limits from 30 to 20 mph. we suggest this, particularly for Hook Hill Lane. The lane is very narrow and the width and weight restrictions still allow the larger vans through, especially if they mount the side curbs at the bridge pinch points, a regular occurrence. Their size means that at the narrowest points they more than fill one side of the road and in the main at their speed, even though it may not greatly exceed 30mph, they do not take any prisoners and over the years there have been many non-reported accidents and countless lost wing mirrors. Looked at objectively 20 mph is quite fast enough for this little lane especially as there are no footpaths.</p>	
<p>Hook Hill Lane has become very busy as a cut through and the volume of traffic and narrowness of the road makes it too dangerous for residents to walk along or cycle. This shortcut will only result in accidents and injuries. Perhaps the lane should be made one way from the railway bridge as far as Ridge Close. This would reduce the volume of traffic and return the lane to use by local residents.</p>	

<p>I don't agree that there is little that can be done to change the current situation with regard to through traffic in Hook Heath. I, for one, would be perfectly happy to have speed humps in place, in order to return the area to the peaceful environment it was 20 years ago when we moved here. Perhaps a poll could be taken?</p>	<p>Please refer to previous comment.</p>
<p>Nothing about speed limits? Ditto Traffic calming? Ditto Policing? I do not think this section is strong enough we need to address issues relating to rat runs.</p>	
<p>The speed and volume of traffic seems to be continually increasing. Anything that can be done to improve this would be worthwhile. Perhaps traffic calming such as speed bumps or priority islands especially in Hook Heath Road and Holly Bank Road.</p>	
<p>Agreed although widening of Hook Hill Lane would improve safety on a narrow road with blind spot bends. Also, unloading of articulated vehicles at the Fiat Garage is currently dangerous with vehicles parked on the junction of Hook Heath Road with Wych Hill.</p>	
<p>The Policy only covers new access roads. We would like to see a section of the Policy that covers improvements to existing roads addressing the concerns and issues raised and recorded on pages 33-34 under 7.1. INTRODUCTION. Justification is covered under 7.3. COMMUNITY AIM Infrastructure Improvement 2nd paragraph on page 35. Page 35 Justification .1st paragraph, 2nd sentence. The phrase 'There is little that can be done to change this' is rather pessimistic and contrary to 7.3. COMMUNITY AIM Infrastructure Improvement 1st paragraph on page 34. Therefore, we would like to suggest the above mentioned phrase is removed or changed to something along the lines of 'Until measures mentioned are implemented to change this, it is increase.'</p>	
<p>Through traffic minimise please</p>	
<p>Fully support, and NB would like all efforts to minimise street furniture.</p>	
<p>Emphasis on speed control important for the safety of everyone particularly the elderly as these roads are used as major rat runs. Raised junction platforms (of simple tarmac which would deal with the Highways excuse of no finance available) would slow the traffic if placed sensibly.</p>	
<p>The unmade path between the end of Pond Road connecting to Golf Club Road should not be allowed to be upgraded although the Golf Club think they have authority for areas of road (<i>word unreadable</i>) debate re verges etc .</p>	<p>Thank you – but not best addressed via the Plan – a longstanding controversy</p>
<p>I can't disagree with the policy except how will it limit the amount of traffic? More cars on the road will mean more traffic. So surely it will or would only limit the growth.</p>	<p>Thank you – we can only try to mitigate the problem.</p>
<p>Let's be constructive and add LI2 to improve the access for cycling and walking. The paths across golf course are often churned up and Green Lane bypasses dangerous walk cycle down Hook Hill Lane.</p>	<p>These points will be covered by projects.</p>
<p>There is no mention of traffic calming measures or road signs. I would like to see small 30mph repeater signs along Hook Heath Road. I find these have an impact on my driving and am sure it would do the same for others.</p>	<p>We have already requested 30mph repeater signs but because of the lamp posts signifying that it's a 30mph speed limit, this is apparently not possible.</p>

<p>It seems to me that the plan's emphasis on traffic speed and parking are fully justified, but we need to underline more the fact that present, let alone future, building policies in Hook Heath, <u>and in the surrounding communities</u> mean that volumes of traffic have already built up to an extent that current roads and paths are inadequate. An obvious example is Hook Hill Lane, which is a very narrow road with no footpath, and peak hour traffic volumes which make travel dangerous. Similarly Smart's Heath Road now blocks up back to the main A320 road at peak evening hours.</p> <p>Equally one could point out that people are dependent on Doctors, Chemists and schools which are in neighbouring communities but which have infrastructure problems too: just try parking at the Pharmacy or the Health Centre in St Johns.</p> <p>If I am right that the local infrastructure is inadequate now, then plans for future private and commercial development can only make living here even more difficult.</p>	<p>The Plan addresses the topic of local infrastructure at section 7 (pages 33 and 34 of the full draft document) and the objectives are encapsulated at para 7.3 under the heading Community Aim.</p> <p>It states : 'The Neighbourhood Forum will liaise with WBC and other relevant bodies to promote the use of the Community Infrastructure Levy, or any other resources, to reduce the levels of on-street parking, incorporate speed reduction measures, improve pedestrian safety and reduce the amount of through traffic.'</p> <p>Neighbourhood Plans are required to focus on land use and sustainable development and there are strict limitations on what the Plan can embrace in relation to infrastructure issues. We received expert advice that we should address the concerns raised via a Community Aim. We hope that we shall, over time, be able to build up a list of projects for action.</p>
<p>We have to think of ways to increase safety on Hook Heath Avenue and Hook Heath Road. Speeding is occasionally frightening. I understand that having a camera might cost too much for the council but it might be a good idea to install a dummy one as a deterrent for careless drivers who decide to zoom through this area taking advantage of a relatively wide road.</p>	<p>We hope that a bid for funding for two interactive (flashing) speed signs to be installed on Hook Heath's roads will be successful.</p>
<p>Roadway use will be self-regulating. Speeding traps are required in Hollybank Road, Hook Heath Avenue and part of Hook Heath Road.</p>	
<p>On road safety for pedestrians, hedges have been allowed to spread over the pavement so far in some gardens at the north east end of Hook Heath Road that pedestrians have to walk in the road or be hit in the face. This has been raised with the Residents Association but there has been no action by the home owners. Quite generally, hedges should remain inside boundaries. Also on road safety, at the other end of Hook Heath Road, pedestrians take their lives in their hands because of the lack of pavements. Could the owners of the wooded area be persuaded to give up a strip of land for an inset path like that by Sainsburys along the A320?</p>	<p>The general point is of course right, but not within the scope of the Plan. The particular suggestion about the west end of Hook Heath Road is a proper topic for a project.</p>

Feedback from statutory bodies and local stakeholders

1. Egley Road Residents' Association

Thank you for sharing your HNF with us. I must say it is a very comprehensive document and I know from attending a recent forum with WBC Planning how time consuming the process is.

The aims and principles you set out are very much shared by our Association. Indeed our group was formed specifically to protect the character of our area and like you we particularly wish to preserve the trees and shrubs which are an integral aspect of the local amenity. To that end we have had some significant success in stopping the erection of a telecoms monopole, leading the opposition to stop an unnecessary and unwanted automated toucan crossing, stamped out fly tipping on the green adjacent to Blackbridge/Egley Road etc. Our desire is that our semi rural area does not become more urbanised.

Regarding your Plan we would make just a couple of comments:-

1. If it's possible an Executive Summary would be helpful
2. Although mentioned in a couple of places you should be mindful of unwanted 'street furniture' particularly in the form of signage and flashing speed warning signs.
3. If you pursue projects for cycle ways would you please exclude Blackbridge Road.

In general we totally support what you are aiming to do and wish you success. Please do not hesitate to contact us if we can be of any assistance in the future.

Response from the Hook Heath Neighbourhood Forum Steering Group

Very many thanks indeed for your positive and supportive feedback on our Neighbourhood Plan. We appreciate your comments. On your specific observations, while it would have been possible to reduce still further the size of the summary document, we decided that recipients really needed to have a reasonable amount of background in order to see the policies in context. The on-line feedback facility on our website, however, goes a considerable way to meeting your point.

We are indeed mindful of ensuring that items of street furniture are kept to a minimum but we support the proposed introduction of a couple of flashing speed warnings on two roads in Hook Heath where speeding traffic has become a major issue for residents. It is early days for us to be considering cycle ways but be assured that Blackbridge Road is not within contemplation.

2. Basingstoke Canal Society

Thank you for inviting the Basingstoke Canal Society to comment on the draft Hook Heath Neighbourhood Plan.

We note that the boundary of the area covered by the Plan does not extend as far as the southern boundary of the canal. However, the canal is sufficiently near to the relevant area to provide an opportunity for residents to enjoy the amenity of the canal corridor which include opportunities for walking, cycling, fishing and the appreciation of the canal's natural environment. However, currently, residents of Hook Heath have no direct

access to the canal towpath because the railway effectively provides a barrier to the north of the area. It would be desirable to improve access to residents and this could be achieved by providing a footbridge over the railway. There are various precedents for this and it may have been the case that former public footpaths were severed when the railway was built in the 1840/50s. We are confident that the provision of access to the canal towpath would be a benefit to Hook Heath residents and we would therefore propose that this is included as an objective in the Neighbourhood Plan. As an adjacent area, we would also suggest that the Plan refers to the importance of retaining the canal as a Conservation Area and as a Site of Special Scientific Interest.

If you wish to have a further discussion on these issues, please let me know.

Response from the Hook Heath Neighbourhood Forum Steering Group

Very many thanks for responding so promptly following receipt of your copy of the draft Hook Heath Neighbourhood Plan.

I note your comments regarding access to the canal towpath by residents of Hook Heath. In fact there is a wide and well maintained footbridge across the railway by the Woking Golf Club which leads down to St John's Lye. The Lye is directly adjacent to the towpath and the lock at St John's. I know from my own experience that the footbridge and the route to the canal is well used.

You are quite right to emphasise the importance of the Conservation Area and SSSI status of the canal and we will certainly consider the desirability of making an appropriate reference in the final version of our Plan.

My thanks again for the interest which you have shown in our Neighbourhood Plan. I wish you and the Society well in your future endeavours.

3. Allen House Park Management Company Ltd

Thank you for your email enclosing a copy of the HH Neighbourhood Plan. I have now canvassed opinion among the Directors of the Allen House Park Management Co Ltd and am pleased to provide our comments on the Plan and its policies and recommendations.

Firstly I would like to say that we were impressed by the thoroughness of the study and plan and would wish to congratulate the Neighbourhood Forum on the clearly considerable effort that has been put into this work.

We fully support the main conclusions and policy recommendations of the Plan in terms of preserving the existing aspect and 'feel' of Hook Heath and to preserve and, as far as possible enhance, the amenity value of the identified green spaces within hook Heath.

The only comment we would make is that any future change within Hook Heath or its surrounding areas should not encourage traffic growth as this can make it hazardous for residents, many of whom are elderly, to walk the often narrow roads, many of which do not have pavements. The increasing use of Hook Hill Lane as a cut through between Mayford and St Johns being a case in point given the longer term proposals by WBC to permit hundreds of additional homes on the borders of Hook Heath and Mayford.

Response from the Hook Heath Neighbourhood Forum Steering Group

Very many thanks for your feedback and for your generous comments. I am pleased that the draft Plan has the support of the AHP Management Company.

Your concerns regarding traffic volumes and the impact of new development on the existing infrastructure are well made and you will have noted the policy (LI1) in the draft which seeks to prevent the construction any new access roads into or out of the Neighbourhood Area.

The potential scale of development on Green Belt land adjacent to the Neighbourhood Area beyond 2022 is substantial. The Hook Heath Residents' Association will be seeking to protect the Green Belt to the maximum extent possible

Thanks again for your support.

4. Natural England

Thank you for your consultation on the above dated 17 July 2014 which was received by Natural England on 17 October 2014.

Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.

The draft plan report identifies the issues and areas that affect Hook Heath Neighbourhood Forum area, whilst covering areas of interest for Natural England.

The Neighbourhood Forum has identified relevant and appropriate legislation such as the National Planning Policy Framework (NPPF) and has provided clear links to relevant Woking's Local Plan strategic policies, this is to be welcomed and encouraged.

Chapter 6: Open Space

Reference to Smart's and Prey heath Site of Special Scientific Interest (SSSI) is welcomed, at its closes the SSSI is approximately 334 metres from the South West boundary of the Plan area. Additional reference could be made in other sections of the plan also such as through the Natural Environment – section 2.3, similarly under Chapter 4 Vision and Objectives. This would strengthen the document further.

Chapter 4 refers to seeking to enhance amenity areas within the Plan area and mentions animal wildlife and plant habitats including wildlife corridors which are to be welcomed and supported.

Improved walking and cycling opportunities are to be investigated and this is broadly supported as sustainable transport options. Improved footpaths could lead to increased recreational opportunities and would be broadly supported, however, the issue of recreational disturbance should be considered.

Reference to the SSSI would raise awareness of its presence and help to consider the potential, or otherwise of recreational disturbance through allocation of any new infrastructure or linkages.

The provision of green infrastructure, as part of new development proposals, can provide opportunities to enhance and increase open/green space provision, provide links to and across existing facilities, through green chains, green corridors and potentially help towards promoting sustainable transport options such as walking and cycling. However, the issue of recreational disturbance will need to be raised and considered.

Subject to the above, Natural England has no further substantive comments to make in respect of the Hook Heath Neighbourhood Forum's pre – submission report

We would be happy to comment further should the need arise but if in the meantime you have any queries in respect of this response, please do not hesitate to contact us.

Response from the Hook Heath Neighbourhood Forum Steering Group

... in para 1 of page 2 of your letter, you refer in the final sentence to: 'However, the issue of recreational disturbance will need to be raised and considered.' I am somewhat bemused by what is meant by this reference and would be grateful for your further clarification.

Clarification from Natural England

Reference to recreational disturbance is on respect of Smarts and Prey Heath Site of Special Scientific Interest (SSSI), which has been referenced in the pre – submission plan. The creation and enhancement of new footpaths/cycle-ways whilst helping to promote and encourage sustainable transport options, could lead to more people visiting and using the SSSI – recreational disturbance would be in respect of increased numbers and usage of the SSSI for leisure, amenity and recreational use. This paragraph should be read as part of the overall comments made in respect of Chapter 6 Open Spaces, and follows on from the previous page.

Response from the Hook Heath Neighbourhood Forum Steering Group

We read these comments as being entirely supportive of the document. The extent of reference to the Smart's and Prey Heath SSSI is not greater because this is a document about land use within Hook Heath Neighbourhood Area – it is a matter of balance, and in no sense a downplaying of the value of the SSSI.

5. Environment Agency

Thank you for consulting us on the pre-submission version of your Neighbourhood Plan. This consultation was received on 17 October 2014.

After reviewing the submitted plan and the area's environmental constraints we have no comments to make.

Response from the Hook Heath Neighbourhood Forum Steering Group

Thank you for your response.

6. Indigo Planning on behalf of Martin Grant Homes

Executive summary

Thank you for the opportunity to comment on the emerging Neighbourhood Plan for Hook Heath.

We write on behalf of Martin Grant Homes (MGH), who you will be aware is promoting land to the north and west of Saunders Lane for housing. This land is adjacent to the neighbourhood area.

We support the community's ambitions for a locally prepared plan that sets out a vision for the future of Hook Heath. However, the proposed policies only cover a narrow range of issues and should be expanded to support more of the positive community benefits that can be delivered through good neighbourhood planning.

As currently drafted, we do not support "Policy OS1: Amenity value" or "Policy LI1: Through traffic and road safety". Policy OS1 seeks to prevent development beyond the neighbourhood area, is not justified by appropriate landscape evidence and runs counter to the government's objective of delivering sustainable development. Similarly, Policy LI1 is not justified by appropriate transport evidence.

As such, we do not consider that the neighbourhood plan currently meets the "basic conditions" test as required by the Town and Country Planning Act 1990 (as amended).

We set out our comments in more detail below.

Introduction

Indigo Planning acts on behalf of MGH who own land to the north of Saunders Lane. This land is adjacent to the neighbourhood area and is being promoted for housing as part of Woking Borough Council's (WBC) emerging Local Plan.

These representations are prepared in the context of WBC's wider need and aspirations for housing growth across the borough. Whilst just outside the defined neighbourhood area, new family housing on MGH's land could help support aspirations of the neighbourhood plan, through improving community facilities and services.

REPRESENTATIONS

OS1: Amenity value

The second part of this policy seeks to protect existing views into and out of the neighbourhood area, due to their perceived local importance.

The Neighbourhood Plan presently lacks robust landscape evidence to support this policy. We would like to understand what justification there is for this policy and how it aligns with WBC's own landscape appraisal for this part of the borough, which identifies the neighbourhood area and adjoining area as being of low landscape sensitivity.

The implications of this policy are to wrongly prevent all development on open space (which in the context of this neighbourhood plan is land which is not built on) from future development, including land both within and outside the neighbourhood area. This policy would be in conflict with the overarching emerging Local Plan, which has identified parts of the Green Belt surrounding the neighbourhood area as suitable for housing to meet the borough's pressing needs.

LI1: Through traffic and road safety

This policy is not supported by robust transport evidence. The addition of further access roads into or out of the Neighbourhood Area would provide an alternative route for traffic movements and would alleviate traffic on existing roads.

Other comments

We recognise that preparing a neighbourhood plan is challenging and is not an easy process. The six policies proposed in the Hook Heath plan are a good starting point, but they are limited and only cover a narrow range of defensive planning issues. We would prefer to see the Hook Heath plan promote more positive planning initiatives to support Hook Heath in terms of community services and local infrastructure, including housing.

As you will be aware, WBC has identified a need for around 5,000 new homes to accommodate predicted growth, including affordable housing. We note that the neighbourhood plan as drafted does not identify sites for housing in the neighbourhood area; however, there must be some recognition that there is a need for the borough to evolve and expand, and if not in Hook Heath, in the adjoining area. This growth will provide opportunities for Hook Heath and can positively impact on the neighbourhood area.

For example, the background section to the plan sets out that Hook Heath generally has an older than average population. The plan should set out if there are any requirements to meet the needs of the existing community (health services or improved bus services for example). This is not currently covered in the plan, and is considered to be a missed opportunity.

Summary

We trust our comments will be given due consideration as the Neighbourhood Forum commences the next stages preparing its Neighbourhood Plan.

MGH would like to stay involved with the work of the Forum and in the preparation of the Neighbourhood Plan. We look forward to hearing from you in due course and request that we are kept informed of any further consultation on the emerging Neighbourhood Plan.

Response from the Hook Heath Neighbourhood Forum Steering Group

Many thanks for your letter of 28 November which contained your company's representations on the pre-submission draft Hook Heath Neighbourhood Plan on behalf of your client, Martin Grant Homes (MGH).

The Forum group which has been responsible for drafting the Plan and the supporting documents met yesterday to consider all the submissions received in the course of the six week long consultation. We are grateful to you for the interest that you have shown in the Plan and for the observations which you provided, specifically in relation to "Policy OS1: Amenity value" and "Policy LI1: Through traffic and road safety."

While we do not accept the basis for your opposition to Policy OS1 as originally drafted, the policy has been amended to make it abundantly clear that the policy is not intended to have any impact on the decision to build on land north of Saunders Lane which presently enjoys the protection of being within the borough's defined Green Belt. Similarly, the wording of Policy LI1 has been amended in such a way that we believe that it will meet with approval at Examination. Your other comments are valid but we are unable to promote more development as there is no land available within the Hook Heath Neighbourhood Area.

It is our intention to submit the Plan and supporting documents to Woking Borough Council (WBC) later this month for it to take forward and to satisfy itself the draft Plan complies with the relevant statutory requirements. Additionally we will post the amended version of the Plan on the Forum website (www.hhra.co.uk/hookheathforum) showing clearly where amendments have been made to the draft on which you commented.

As you are aware, WBC will be required to publicise the Plan for a further six week period at which time you will no doubt wish to comment further. I will ensure, of course, that you are kept advised of developments in the production of the Plan. Meanwhile, I would be grateful if you would provide a copy of this letter to your colleague, Mr H Payne at MGH. Our thanks again for your interest.

7. Turley on behalf of Taylor Wimpey

Many thanks for consulting us on this.

I note on page 17 of the document that:

The policies in this Neighbourhood Plan apply to all land in the Hook Heath Neighbourhood Area, including any that may be released from the green belt.'

The latter referring to the outcome of the Woking Borough Council review of the Green Belt and any associated development and/or infrastructure to meet the needs of the adopted Core Strategy. However, it is unclear how such a statement can be made in the absence of the outcome of the Site Allocations DPD. The release of GB land for growth of Woking for example will require fundamentally different NP policies to those currently covering these areas.

In our view, it is important for the NP to flow from the Local Plan not precede it. This is particularly the case in respect of Woking Borough, as the strategic review of the Green Belt and any proposed development / infrastructure that flows from this was deferred to the subsequent Site Allocations DPD. Understanding the implications of this for the NP area is fundamental to ensuring a sound and fit for purpose NP is adopted, one that doesn't need an immediate review to account for the aforementioned. To do so we believe would result in unnecessary costs for a review, when the two documents could and should in our view be developed in tandem. Whilst this may well result in delay to the adoption of the NP, it will at least align with the Local Plan in accordance with NPPF.

Paragraph 184 of the National Planning Policy Framework makes clear that NP should be aligned with the strategic needs and priorities of the wider local area and must be in general conformity with the strategic policies of the Local Plan. The same paragraph goes on to state NP should not promote less development than set out in the Local Plan or undermine its strategic policies. The NP as drafted is not addressing the wider local area issues, nor is it able to be in general conformity with the Local Plan until such time as the strategic review of the Green Belt has been concluded and the level of growth for this area agreed through the Local Plan process.

We would be keen to stay involved with this process and welcome the opportunity to comment on this document at this stage. However, until the strategic review of the Green Belt and growth implications for the NP area are known, we are unclear how the NP can be taken any further forward at this stage to accord with NPPF.

We trust the above is duly noted and look forward to your acknowledgement in due course.

Response from the Hook Heath Neighbourhood Forum Steering Group

Many thanks for your e-mail of 28 November on behalf of your client, Taylor Wimpey, the content of which has been duly noted.

The Forum group, which has been responsible for drafting the Plan and the supporting documents, met yesterday to consider all the submissions received in the course of the six week long pre-submission consultation which concluded on 30 November. We are grateful to you for the interest that you have shown in the draft Plan and for your observations upon it.

Your submission focused upon one statement at page 17 specifically: "The policies in this Neighbourhood Plan apply to all land in the Hook Heath Neighbourhood Area, including any that may be released from the green belt." You will be aware that Woking Borough Council (WBC) is presently considering the review of the Green Belt which it commissioned last year and which was published earlier this year. The public consultation on the areas which it may remove from the existing Green Belt is unlikely to commence for some months.

We have made a number of amendments to the draft document on which you commented, including a significant number recommended by the planning policy team at WBC with whom we have been engaged in dialogue for the past two and a half years. In the light of the amendments made, we believe that the Plan will be found to be in conformity with the relevant statutory requirements, including those of the National Planning Policy Framework, although that will be for WBC and subsequently an Examiner to determine.

We intend to submit the Plan and supporting documents to WBC later this month for it to take forward. Additionally, we will post the amended version of the Plan on the Forum website (see address in the letterhead above) which will show clearly where amendments have been made to the pre-submission version.

Thanks again for your interest.

8. Woking Borough Council

Documents submitted for consultation:

- Draft Hook Heath Neighbourhood Plan (October 2014)
- Basic Conditions Statement (October 2014)
- Consultation Statement (October 2014)
- Hook Heath Neighbourhood Area Character Study (2014)
- Other supporting documents – evidence base documents

A. Summary of Response:

National planning policy states that a neighbourhood plan should support the strategic development needs set out in the Local Plan, plan positively to support local development and should not promote less development than set out in the Local Plan or undermine its strategic policies (see paragraph 16 and paragraph 184 of the National Planning Policy Framework). Woking Borough Council has an adopted Core Strategy that sets out the overall quantity of development expected to come forward in the next 15 years. Policy CS1 of the Core Strategy makes a commitment to identify sites in the Green Belt as locations for the future direction of growth to meet housing needs between 2022 and 2027. As it stands, the Council believes that a degree of conflict exists with national and local strategic policy and that several policies require more thought, including those setting density ranges; requiring the retention of 'Amenity Value' potentially outside of the Neighbourhood Area; and restricting transport infrastructure that may be required to mitigate development impacts. Any policies which will prevent the Council from delivering the strategic objectives and spatial strategy of the Core Strategy will be resisted.

B. Does it meet the basic conditions?

The Council has conducted an initial assessment of whether the draft HHNP meets the basic conditions. The Planning practice guidance to the NPPF lists these as per the following table. It should be noted that HHNF do not intend to make an Order, therefore two of the basic conditions (b and c as listed in the NPPG) are irrelevant.

Basic condition	Is the condition satisfied in the opinion of the Council?
a. having regard to national policies and advice contained in guidance issued by the Secretary of State it is appropriate to make the neighbourhood plan.	Yes- the Forum has set out how it has had regard to national policy and considered whether a particular policy is or is not relevant; and how policies in the draft plan have taken account of national policy.
d. the making of the neighbourhood plan contributes to the achievement of sustainable development.	Yes – the Forum has demonstrated how its plan will contribute to improvements in environmental, economic and social conditions. There is potential to include references to evidence on how the draft plan guides development to sustainable solutions.
e. the making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area).	The Council considers that further work is required – see Section C.
f. the making of the neighbourhood plan does not breach, and is otherwise compatible with, EU obligations.	Yes – but Basic Conditions Statement could expand on the conclusions of the Screening Opinion, and make direct reference to it.
g. prescribed conditions are met in relation to the plan and prescribed matters have been complied with in connection with the proposal for the plan.	The Basic Conditions Statement should include a section addressing this i.e. that the making of the neighbourhood plan is not likely to have a significant effect on a European site.

C. Is the draft Plan in general conformity with the strategic policies contained in the development plan for Woking Borough?

When considering whether a policy is in general conformity, a local planning authority should consider the following (as per Planning practice guidance):

- whether the neighbourhood plan policy or development proposal supports and upholds the general principle that the strategic policy is concerned with;
- the degree, if any, of conflict between the draft neighbourhood plan policy or development proposal and the strategic policy;
- whether the draft neighbourhood plan policy or development proposal provides an additional level of detail and/or a distinct local approach to that set out in the strategic policy without undermining that policy; and
- the rationale for the approach taken in the draft neighbourhood plan or Order and the evidence to justify that approach.

The following table sets out the Council's comments in relation to these considerations:

Draft HHNP text/ policy	Supports and upholds general principles in strategic NPPF policy?	Supports and upholds general principles in strategic Core Strategy policy?	Degree of conflict (if any) with national and local strategic policies?	Does the draft HHNP provide a level of detail and/or distinct local approach to national/local strategic policy without undermining that policy?
<p>Vision: maintain and enhance the Area's distinctive and special residential character. Provide a safe, pleasant and sustainable environment for the community, thereby enriching the quality of the lives of all those who live and work here.</p>	<p>In keeping with the guiding principles of sustainable development. Sets out a 'positive vision for the future of the area' as per paragraph 17 of the NPPF.</p>	<p>In keeping with spatial vision in Core Strategy – in achieving high environmental quality and standards where people choose to live, work and visit; and where new development will be well designed to respect the character of the area.</p>	<p>n/a</p>	<p>n/a</p>
<p>Objectives: 1. Ensure development complements or enhances character and appearance of Hook Heath;</p>	<p>In keeping with land-use planning principles set out in paragraph 17 of NPPF, particularly those on high quality design; conserving and enhancing the natural</p>	<p>In keeping with objectives of Core Strategy, particularly: 8) to encourage high quality design of buildings,</p>	<p>Potential conflict with retaining (or enhancing) the 'Amenity Value' of Open Spaces expressed as the extent of provision of "several elements of</p>	<p>Local approach in terms of retaining/enhancing locally defined 'Amenity Value' of (locally defined) Open Space, rather than strategic policy approach of</p>

<p>2. Retain/enhance Amenity Value of Open Spaces;</p> <p>3. Reduce speeding traffic, control levels of on-street parking, improve pedestrian safety and reduce adverse environmental impact of through traffic.</p>	<p>environment; managing patterns of growth to make the fullest possible use of public transport, walking and cycling.</p> <p>Definition of 'Open Space' differs to the definition provided in the NPPF Glossary (see comments on Policy OS1 below).</p>	<p>neighbourhoods and the public realm;</p> <p>4) to protect the integrity of the Green Belt;</p> <p>10) encouraging use of public transport and creating a safe environment for people to walk and cycle; and</p> <p>12) to protect and enhance the cultural, historic, biodiversity and geodiversity features of the Borough.</p>	<p>benefit arising from the separation of the settlements of Hook Heath and Mayford".</p> <p>This presumes development beyond the Neighbourhood Area, which could potentially compromise the strategic delivery of the Core Strategy and be in conflict with its requirements.</p> <p>See comments under policy OS1 below for more details.</p>	<p>retaining/enhancing open space itself, as per policy CS17 of Core Strategy.</p> <p>The objective achieves similar outcomes to various policies of the Core Strategy e.g. retaining/enhancing:</p> <ul style="list-style-type: none"> • recreation/sport/leisure facilities – CS17 • biodiversity – CS7 • Aesthetic benefit – CS24 • trees and hedges – CS24 • heritage benefit – CS20 <p>The final bullet point (retaining/enhancing benefit from separation of settlements) is a new level of detail beyond Core Strategy. This potentially undermines the commitment made via policy CS1 which identifies the Green Belt as a broad location for the future direction of growth to identify sufficient sites to meet the housing requirement for the last five years of the period of the Core Strategy (if land is released for development between Hook Heath and Mayford).</p>
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<p>Policy BE1: Design of New Developments</p>	<p>Upholds core planning principle (para 17) to achieve high quality design and good standard of amenity for existing and future occupants.</p> <p>Upholds para 58 whereby neighbourhood plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area. The Forum has understood and evaluated the Area's defining characteristics.</p> <p>Seeks to promote and reinforce local distinctiveness as per para 60.</p>	<p>Yes. Objective 8) encourages high quality design of buildings, neighbourhoods and the public realm.</p> <p>BE1 is to some degree repetitive of policy CS21 on Design, but supports and upholds general principles therein. The policy provides a greater level of detail than policy CS21 and points applicants to the 2014 Character Study.</p> <p>BE1 also supports and upholds general principles in CS20 where new development must respect historic environment.</p> <p>BE1 also supports and upholds the requirements on protecting local landscape set out in policy CS24.</p> <p>The 2014 Character Study is in keeping with principles contained within the draft Design SPD.</p>	<p>The need for development to reflect local character is not at odds with the principles in CS21, which require applicants to respect surrounding scale. The draft policy BE1 goes one step further and requires applicants to "reflect existing density".</p> <p>The Forum has created its own approach to housing density (focusing on plot sizes) to reflect local circumstances in the Area, which is within the 2-15dph range set out in the draft Design SPD.</p> <p>However, the densities are well below the indicative ranges provided in policy CS10 for any Green Belt sites to be released. If any land is released for housing development within the neighbourhood area there is potential for conflict. The inclusion of a caveat is recommended: that the proposed densities in BE1 should not prevent the delivery of the strategic objectives of the emerging Delivery DPD or the Council meetings its housing requirement (as per CS1 of the Core Strategy). Any proposal or</p>	<p>A greater level of detail is provided without undermining NPPF and policies CS20, CS21 and CS24.</p> <p>However, indicative density ranges provided in the Character Study are well below the indicative ranges provided in policy CS10.</p>
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			<p>policy that will prevent the Council from delivering its strategic objectives will be resisted.</p> <p>See detailed comments for further suggestions.</p>	
<p>Policy BE2: Off-road parking</p>	<p>A core planning principle of the NPPF (para 17) is to actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling. Section 4 of the NPPF promotes sustainable transport and reducing the need to travel. Local planning authorities should support patterns of development which facilitate the use of sustainable modes of transport (para 30). Para 39 provides criteria to take into account when setting local parking standards:</p> <ul style="list-style-type: none"> • the accessibility of the development; • type, mix and use of development; • availability of and opportunities for public transport; • local car ownership levels; • overall need to reduce the use of high-emission vehicles. 	<p>Objective 10) of the Core Strategy seeks to encourage the use of public transport, walking and cycling.</p> <p>Policy CS18 reflects NPPF objectives to influence a shift to non-car modes. Standards are currently set out in the Parking Standards SPD.</p> <p>The SPD currently sets out maximum standards for residential development. The minimum on-plot parking standards in BE2 require an increase in parking provision compared to the SPD standards. It could therefore be argued that the policy does not support the principles in CS18 which encourage a shift to non-car modes by providing fewer parking spaces.</p>	<p>It could be argued that, as policy BE2 will result in increased parking provision for new dwellings, it will intensify high car ownership in the Area, and fails to influence a shift to non-car modes and therefore conflicts with local and national strategic policies. However, as set out in para 39 of the NPPF, these local parking standards have been set to reflect local circumstances, as described in the justification of the policy.</p> <p>See detailed comments for further suggestions.</p>	<p>The draft NPPF provides detailed local parking standards, but these have been produced taking into account local evidence of need for parking.</p>

	The Forum has taken these criteria into account in formulating Policy BE2, which reflects high car ownership and lack of public transport opportunities in the Area.			
Policy BE3: Older and Disabled People	Yes – para 50 of the NPPF seeks to plan for a mix of housing based on needs of different groups in the community. An older than average population in the Area reflects a higher need for specialist accommodation, which policy BE3 seeks to address.	Objective 3) of the Core Strategy seeks to enable the provision of different types, tenures and affordability of homes to meet local needs. Policy CS13 supports the development of specialist accommodation in suitable housing, reflecting the level of need identified in the latest Strategic Housing Market Assessment. Policy BE3 supports the general principles of the Core Strategy and policy CS13.	None. See detailed comments for further suggestions regarding new provision.	Yes – an additional level of detail is provided, but policy CS13 is not undermined
Policy OS1: Amenity Value	In keeping with core principles set out in paragraph 17 of NPPF, particularly those on conserving and enhancing the natural environment; managing patterns of growth to make the fullest possible use of public transport, walking and cycling; conserving heritage assets and	In keeping with objectives of Core Strategy, particularly: 4) to protect the integrity of the Green Belt; 10) encouraging use of public transport and creating a safe environment for people to walk and cycle; and	The policy gives greater detail to the criteria set out in policy CS24, which seeks to conserve/enhance landscape features, views, and requires development proposals to respect the setting of, and relationship between, settlements. The policy identifies specific views, and specific settlements.	The policy identifies specific views and spaces between settlements which contribute to 'Amenity Value' as defined by the Forum. It does not undermine policy CS24. The distinct local approach to retaining or enhancing 'Amenity Value' may undermine the strategic objectives of CS1 of the

	<p>recognising the intrinsic character and beauty of the countryside.</p> <p>Policy OS1 supports and upholds various aspects of the NPPF, particularly those of: section 8 which promotes the conservation and enhancement of high quality open spaces, sports and recreational facilities and public rights of way and access, in order to achieve healthy communities; and</p> <ul style="list-style-type: none"> section 11 which encourages the protection and enhancement of valued landscapes, and minimising impacts on biodiversity. <p>Definition of 'Open Space' differs to the definition provided in the NPPF Glossary.</p>	<p>12) to protect and enhance the cultural, historic, biodiversity and geodiversity features of the Borough.</p> <p>Policy OS1 supports and upholds various policies of the Core Strategy, including:</p> <ul style="list-style-type: none"> CS17 and CS18 seeking to improve pedestrian and cycling routes; CS17 and CS19 seeking to retain open space and sport, recreation and leisure facilities; CS7 seeking to conserve biodiversity; CS21 and CS24 which seek to protect trees and hedges of value; CS20 which seeks to protect heritage assets; CS24 which seeks to respect the setting of and relationship between settlements, and conserve views and landscape features 	<p>Potential conflict with retaining (or enhancing) the 'Amenity Value' of Open Spaces expressed as the extent of provision of "several elements of benefit arising from the separation of the settlements of Hook Heath and Mayford". This presumes development beyond the Neighbourhood Area, which could potentially compromise the strategic delivery of the Core Strategy and be in conflict with its requirements. It is considered that the policy could potentially affect development <i>outside</i> the Neighbourhood Area. Whilst the Council will seek to ensure that development would not compromise the integrity of the escarpment, the policy should not be used to prevent the delivery of the Council's strategic objectives including the provisions of its emerging Delivery DPD, which will be informed by the Green Belt boundary review.</p>	<p>Core Strategy if any Green Belt land is released in the area adjacent to the Neighbourhood Area.</p>
OS2: Local Green Spaces	Yes – paragraph 76-77 supports the identification	Supports and upholds objective 12) which seeks to preserve and enhance	None.	Policy CS17 identifies areas of Urban Open Space, and policy OS2

	of Local Green Spaces.	the biodiversity and geodiversity features of the Borough; and policy CS17 which recognises the value of open space and green infrastructure.		provides a greater level of detail in identifying Local Green Spaces. It does not undermine strategic policies.
Policy LI1: Through Traffic and Road Safety	Policy LI1 takes a different approach to that set out in the NPPF.	Policy CS18 seeks to work in partnership with key stakeholders (such as Surrey County Council – the Highways Authority) to bring about appropriate transport infrastructure. Rather than obstructing the development of new roads, it requires a Transport Assessment/Travel Plan to be submitted (in line with the NPPF) to fully assess the impacts of development. Policy LI1 takes an alternative approach to policy CS18 and is therefore considered not to support it.	<p>A restriction on any new access roads into or out of the Neighbourhood Area conflicts with the approach adopted in policy CS18 which requests Transport Assessments / Travel Plans which assess the impacts of proposed developments so that appropriate transport infrastructure/access can be provided which will meet transport and travel needs effectively, reliably, safely and sustainably.</p> <p>If sites are identified for development within or adjacent to the Neighbourhood Area, new access roads into / out of the Area could potentially be needed for the sustainable functioning of that development. The policy limits possibilities for finding sustainable solutions to mitigate development impacts.</p>	Yes – a blanket obstruction of new road development into or out of the Area is a distinct local approach which undermines policy CS18. This may also conflict with any consultation response from the Highway Authority on the transport infrastructure requirements of future development proposals

	<p>The NPPF promotes sustainable transport (section 4) and favours solutions which reduce congestion (para 30). It stipulates in para 32 that all developments that generate significant amounts of movement should be supported by a Transport Statement or Transport Assessment, and that plans should take account of whether safe and suitable access to development sites can be achieved.</p> <p>Although Policy LI1 seeks to reduce congestion and promote safety, it completely rules out the construction of new access roads which may be necessary to support growth, and which may help occupants of future development sites meet their transport and travel needs safely. A well-connected and integrated transport network can play a role in facilitating sustainable development.</p>			
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D. Detailed Comments:

- Page 4, Scope and Context, fourth paragraph: "Together with these strategic policies, neighbourhood plans are able to shape.... ". Suggest amend this to read "Together with these strategic policies, and those of future development plan documents which will make up the Local Plan, neighbourhood plans are able to shape...".
- Page 7, The Neighbourhood Plan Process, fourth paragraph: suggest amending to read "The Woking Core Strategy runs to 2027..."
- Page 13, Map F: blue-lined box depicting a Conservation Area missing from map key? Include labels to depict which CA is which?
- Page 15 – better to align definition of Open Space with that of NPPF Glossary?
- Pages 15-16 – definition of 'Amenity Value' does not read well, e.g. "The extent of provision of the several elements of benefit arising from the separation of the settlements of Hook Heath and Mayford, and of Woking as a whole and Guildford" – consider better phrasing? What are the benefits – should these also be clearly defined? Should "heritage benefit" read beneficial heritage assets?
- Page 16 'Built Environment' – "there is no designated building land". The Forum should refer to the Strategic Housing Land Availability Assessment which identifies developable sites within the Hook Heath Neighbourhood Area to meet the Borough's housing requirement. This is defined as 'infill development in the rest of the urban area' by policy CS10 of the Core Strategy. HHNF should ensure consistency with existing evidence base and policy CS10.
- Page 21, Map G (and Segmentation Map within Character Study) – the legend should ideally include labels for the different cross-hatched areas.
- Page 22, policy BE1 – suggest amend policy wording to ensure applicants 'pay regard to guidance contained within the 2014 Character Study'. What is "sufficient" off-street parking?
- The Council suggests that it would be helpful if the densities range is expressed as "indicative" (see policy CS10 of Core Strategy for example) to allow flexibility for applications to be determined on their merits taking into account locational and other factors.
- Consider rephrasing "Development should not be permitted that fails to preserve, or is likely to damage..." – suggest amending to "Planning decisions will take into account the failure to preserve, or likely damage to, trees...etc...".
- Page 23 – the Council's SPD on Urban Areas of Special Residential Character is out-of-date and should not be referred to. It is supplementary to deleted planning policy (HSG20) in the Local Plan 1999, and is due to be deleted once the Design SPD is adopted.
- Page 23 – policy wording of BE2: in the first sentence applicants are told not to rely on on-street parking. However, in the second sentence, applicants are given criteria in which on-street parking may be acceptable. These are conflicting statements.
- Page 24 – policy BE2 wording: the idea of minimum standards is that they could go higher if a set of objectives are met.
- It is recommended that further criterion is added to the policy e.g. applications higher than minimum standards should not exacerbate congestion in the wider highway network of Woking.
- Page 25 – the policy only seeks to protect existing provision. Policy CS13 of the Core Strategy includes for new provision of specialist accommodation. It will be helpful if policy BE3 is expanded to set out how new provision will be met.
- Page 25 – policy justification of BE3: is there additional evidence of *projected* need for the Area (for example, that projected in the latest Strategic Housing Market Assessment, but at a local level)?
- Page 26 – Map H – this map does not reflect the latest Proposals Map accompanying the Core Strategy. It is out-of-date as it refers to 'Urban Areas of Special Residential Character', which relates to superseded policy and may therefore confuse applicants. The Forum may wish to designate their Area (or parts of their Area) as an 'Urban Area of Special Residential Character', but this needs to be made clear in the draft Plan and the Character Study.

- Page 29 – section 6.5 – the Council agrees that views are important, and policy CS24 requires development proposals to conserve and enhance them. Policy CS24 discourages development on the slopes of escarpments, or on the top of escarpments, and will be permitted only where it would not adversely affect the character of the landscape. However, the Council does not agree that the view south from the escarpment "would be adversely affected by any development in Mayford on the north side of Saunders Lane". It is possible that the design of any forthcoming development would be such that the integrity of the escarpment and views would not be compromised (and therefore comply with policy CS24). Good design and careful masterplanning can avoid adverse effects on views.
- Page 29 – section 6.6 – are *all* existing trees and hedgerows to be retained even if they are of poor value or dangerous? This could align better with paragraph 5.254 of Core Strategy whereby the Council seeks the retention of existing *quality* trees (except where they are dead, dying or dangerous) and encourage the planting of new ones where it is relevant to do so. This is strengthened in the forthcoming Delivery DPD development management policy on Trees and Landscaping which will seek to retain/enhance trees, hedgerows and other vegetation of amenity and/or environmental significance or which form part of the intrinsic character of an area.
- Page 31 – Local Green Spaces – as per Planning policy guidance supporting the NPPF, has the Forum contacted the landowner (presumably the Council) about their proposed Local Green Spaces? This may also be useful in considering how, with the Council's agreement, the Forum might like to get involved with management and conservation of the designated land. In addition, the Forum may wish to consider moving the description of each designation into the 'Justification' section.
- Page 35 – Policy LI1 – suggest the Forum includes a definition of 'Access Road'? The road hierarchy of Surrey defines the Access Road Network as:
 - unclassified (D Roads) such as residential roads and country lanes, all of which are the responsibility of the County Council.
 - it provides direct access to buildings and adjoining land. It inter-connects small communities and links traffic to the distributor road network.
- In addition, this policy requirement may conflict with any advice received in consultation with the Highways Authority (Surrey County Council) on any future development proposal that requires new transport infrastructure in order to render it acceptable.
- The 'Justification' is also confusing – "the implication of this policy is that no part of the existing *footpaths*..." – should this read "roads"?
- Page 39, Appendix 2 – CS (number): This refers to a particular Core Strategy policy within Woking Core Strategy (2012).

Response from the Hook Heath Neighbourhood Forum Steering Group

Thank you very much for your letter of 27 November, and for the clear and detailed comments which you attached to it. We have considered these carefully, and in nearly all cases have amended our Plan document and supporting papers to reflect them. A few of the changes have arisen from comments other than WBC's.

A Summary of Response

We have radically altered the wording on housing density, both to show ranges of densities, and to allow for much higher densities than the previous draft in situations where there is no nearby reference point.

We have also amended the wording of the policy on Amenity Value of Open Spaces so that it does not imply a restriction on development outside the Neighbourhood Area beyond that implied by the Council's policies of protecting the escarpment and preserving wildlife corridors.

By making these changes we believe that we have removed any reasonable fears of conflict with either the Core Strategy policies or with any sensible strategy which itself conforms with these policies.

We have retained the policy (LI1) which seeks to avoid land being used for new roads into the Neighbourhood Area. We have attempted to explain the reasons for it more fully and clearly. We do not see that this policy should hinder delivery of WBC's strategic plans, either within the Neighbourhood Area or elsewhere.

B Does it meet the basic conditions?

On the two points of detail which you raised:

- the Basic Conditions Statement does refer to the Screening Opinion
- we have now added a reference in the Basic conditions Statement to European sites.

C Is the draft Plan in general conformity with (WBC's) strategic policies?

Objectives: Our re-wording should make it clear that we are keeping in line with NPPF para 80 (on the purposes of Green Belt).

BE1: Design of New Developments: By altering the densities shown in the Plan, we have provided as much opportunity for development as we believe to be consistent with maintaining the character of the area- which is an objective contained in the Core Strategy. So there should be no reasonable grounds for claiming that the policy as redrafted prevents the Council from delivering its strategic objectives.

BE2: (Parking): We agree that the wording of the previous draft was erroneous, and we have changed it. We do not accept, however, that in this context there is a real link between parking provision and car usage, which is driven here by lack of feasible sensible alternatives.

BE3: (Older and Disabled People): The policy is complementary to CS13, in seeking to keep existing provision where CS13 seeks to add to it.

OS1: (Amenity Value of Open Spaces): Our rewording of the policy should obviate the concern that it could undermine the Core Strategy if Green Belt land is released adjacent to the Neighbourhood Area.

LI1: (New Roads): We have added to the justification of this policy because we contend that building any new road into the Neighbourhood Area would be so undesirable that this should not be one of the possibilities considered in laying out adjacent developments. This is not a matter of inhibiting such developments, but of servicing them differently. So we ask you to accept that the policy is consistent with the strategic policies of the Core Strategy, and thus meets the Basic Conditions.

D Detailed Comments

Page 4 (Scope and context): We can only draft the Plan on the basis of what we know of WBC's strategic plans, which as of today are surely embodied in the Core Strategy. We can expect that any views of the future will evolve over time, and that some of this change will have to be reflected in Neighbourhood Plans, including ours. This is, though, no good reason to disqualify the Neighbourhood Plan or to defer processing it.

Page 7 (Process): Now changed as suggested, thank you.

Page 13 (Map F): We have added the clarification requested immediately below the map.

Page 15: We would gladly have used the NPPF definition, but feel that any application of it would be largely subjective, and that we needed a more objective and specific definition to make our policy clear and operable.

Pages 15-18 (Amenity Value – separation): We have reworded this by reference to the NPPF para 80, which is in effect a list of the benefits of separation. Also - we have adopted the term "beneficial heritage assets" as you suggested.

Page 16 (Built Environment): We have checked the 2011 SHLAA tome, and find there is no designated building land within Hook Heath. There are a very few sites which have planning permission, and which we think are sensibly regarded as subdivision or infilling.

Page 21 (Map G): We have covered the point in text immediately below the map.

Page 22 (Policy BE1): We have amended the text simply to refer to BE2.

Page 23: The reference on Page 23 is to a document from the period when the term Urban Areas of Special Residential Character was current. We have amended the text to make clear that it is now out of date.

Page 23/24 (Policy BE2): Your comment was of course correct, and we have corrected the text accordingly. As mentioned above, we do not expect this parking policy to exacerbate traffic flows.

Page 25 (Policy BE3): As mentioned above, we see this policy as seeking to avoid loss of existing provision, thereby complementing CS13. We do not have any further proposals. The only evidence for strictly local potential demand is the relatively high average age of the residents.

Page 26 (Map H): We now refer to "former" Urban Areas of Special Residential Character.

Page 29 (Views): We have re-worded this to avoid implying conflict with Core Strategy policies.

Page 29 (Trees): We have reworded this to reflect the Core Strategy's emphasis on quality trees.

Page 31 (Local Green Spaces): We have taken steps to identify the owners of the proposed Local Green Spaces, but we do not have their consent. We have had no objections from owners. In terms of area, much the greatest is the Highways Authority, Surrey County Council. **May we please ask Woking Borough Council to include this issue in their consultation with Surrey County Council?**

Page 35 (Roads): We have deleted reference to access roads as such. We have also amended the justification, so there is now no reference to footpaths.

Page 39: We have made the amendment as you asked.

I trust that you will feel that we have reflected your constructive suggestions in making these amendments. We intend to adhere to our original timetable so that you should expect to receive the amended draft Neighbourhood Plan and supporting documents by the end of next week in accord with Regulation 15 of the legislation.