



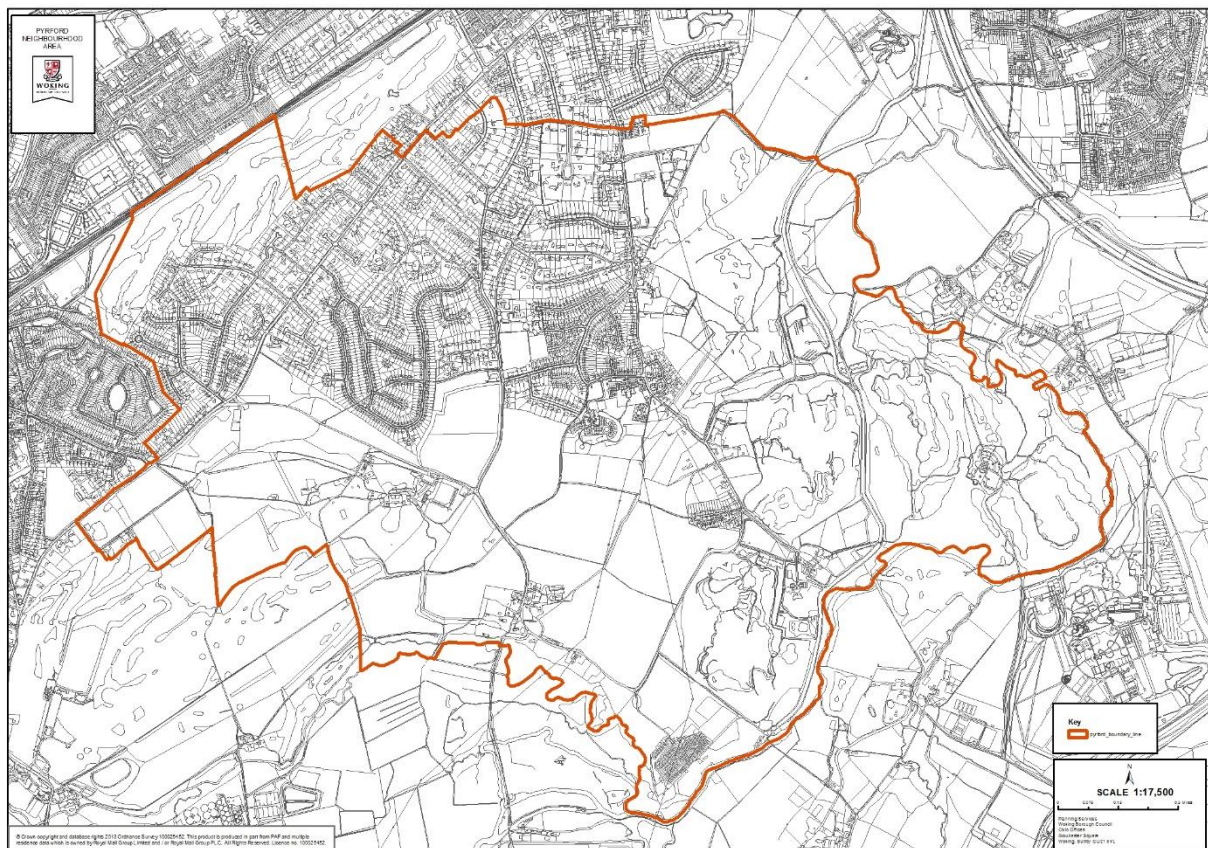
# Pyrford Neighbourhood Plan

## BASIC CONDITIONS STATEMENT

Town and Country Planning Act 1990 (as amended)  
Paragraph 8 (2) of Schedule 4B

Submitted by the Pyrford Neighbourhood Forum as the qualifying body for the Pyrford Neighbourhood Area, which comprises the area enclosed in red on the map below.

Pyrford Neighbourhood Area





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# 1 Legal Framework

Paragraph 8 of Schedule 4B to the Town and Country Planning Act 1990 (as amended) [excluding 2b, 2c, 3 to 5 as required by 38 (C)] deals with the examination of Neighbourhood Development Plans, in paragraphs (1), (2) and (6) as follows:

- (1) *The examiner must consider the following*
  - a) *whether the draft neighbourhood development plan meets the basic conditions (see sub-paragraph (2)),*
  - b) *whether the draft neighbourhood development plan complies with the provision made by or under sections 61E (2), 61J and 61L,*
  - d) *whether the area for any referendum should extend beyond the neighbourhood area to which the draft neighbourhood plan relates and,*
  - e) *such other matters as may be prescribed.*
- (2) *A draft neighbourhood development plan meets the basic conditions if –*
  - a) *having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the neighbourhood development plan,*
  - d) *the making of the neighbourhood development plan contributes to the achievement of sustainable development,*
  - e) *the making of the neighbourhood development plan is in general conformity with the strategic policies contained in the development plan of the authority (or any part of that area),*
  - f) *the making of the neighbourhood development plan does not breach, and is otherwise compatible with, EU obligations, and*
  - g) *prescribed conditions are met in relation to the neighbourhood development plan and prescribed matters have been complied with in connection with the proposal for the neighbourhood development plan.*
- (6) *The examiner is not to consider any matter that does not fall within subparagraph (1) (apart from considering whether the draft neighbourhood plan is compatible with the Convention rights).*

The following Section addresses the requirements under paragraphs 1(b), 1(d) and 1(e).



## 2 Legal Requirements

### 2.1 The draft plan is being submitted by a qualifying body

The Pyrford Neighbourhood Plan has been submitted by the Pyrford Neighbourhood Forum. The Pyrford Neighbourhood Forum is a qualifying body and entitled to submit a Neighbourhood Plan for the Pyrford Neighbourhood Area as per the Designation Letter included as Appendix 1.

The Neighbourhood Plan has been prepared by the Editorial Team of the Pyrford Neighbourhood Forum, and is led by the Forum's Management Committee.

### 2.2 What is being proposed is a Neighbourhood Development Plan

The Pyrford Neighbourhood Plan contains policies relating to land use planning matters and has been prepared in accordance with the statutory requirements and processes set out in the Town and Country Planning Act 1990 (as amended by the Localism Act 2011) and the Neighbourhood Planning Regulations 2012.

### 2.3 The proposed Neighbourhood Plan period for which it is to have effect

The Pyrford Neighbourhood Plan defines the period to which it will relate as from 2016 until 2027. This period has been chosen to align with the Woking Borough Council Core Strategy.

### 2.4 The policies do not relate to excluded development

The Neighbourhood Plan does not deal with county matters (mineral extraction and waste development), nationally significant infrastructure or any other matters set out in Section 61K of the Town and Country Planning Act 1990.

The Pyrford Neighbourhood Area was formally designated as such through an application made to Woking Borough Council on 31 October 2013 under the Neighbourhood Planning Regulations 2012 (part 2 S6) and approved at a subsequent Council meeting on 13 February 2014. Notification of this decision came in the Designation letter dated 14 February 2014 and included as Appendix 1 of this statement.

The proposed Neighbourhood Plan relates only to the area defined as the Pyrford Neighbourhood Area. It does not relate to more than one neighbourhood area and there are no other neighbourhood development plans in place within this neighbourhood area.



### 3 Conformity with the NPPF

The Pyrford Neighbourhood Plan (PNP) has been prepared to have appropriate regard for national policy. The following sections describes how the PNP conforms to the National Planning Policy Framework (NPPF) dated March 2012.

#### 3.1 The presumption in favour of sustainable development

Paragraphs 14 -16 of the NPPF set out the presumption in favour of sustainable development which is at the heart of national policy. For Neighbourhood Planning this means that neighbourhoods should plan positively to support local development while at the same time respecting the local environment by seeking to protect valued green spaces and historic assets.

The Neighbourhood Plan is predicated on this principle as evidenced in Sections 1 and 2. These sections introduce the plan and set the vision and objectives underlying each of the policies proposed in the Plan.

#### 3.2 PNP Fit with the NPPF Core Planning Principles

Key planning principles, set out in the NPPF, are as follows:

- Building a strong, competitive economy.
- Ensuring the vitality of town centres.
- Promoting sustainable transport.
- Supporting high quality communications infrastructure.
- Delivering a wide choice of high quality homes.
- Requiring good design.
- Promoting healthy communities.
- Protecting green belt land.
- Meeting the challenge of climate change, flooding and coastal change.
- Conserving and enhancing the natural environment.
- Conserving and enhancing the historic environment.
- Facilitating the sustainable use of minerals.

The Neighbourhood Plan avoids duplicating development plan policies by focusing on Pyrford specific policies that supplement the general policies and principles of Woking Borough Council Core Strategy. Once made, the Neighbourhood Plan should be easily considered alongside the development plan and any other material considerations in determining planning applications.

Sub-sections 3.2.1 to 3.2.11 below show how the draft Plan addresses each of these principles and is a brief summary of how each policy conforms to the NPPF. The particular paragraphs referred to in the table are those considered the most relevant to each policy but are not intended to be an exhaustive list of all possible relevant paragraphs.

##### 3.2.1 Building a strong, competitive economy

The Neighbourhood Plan supports this principle by:





- featuring the need to show development of the area does not harm highway safety (Policy VI1);
- supporting high speed telecommunications in proposed new developments (Policy VI2);
- supporting development consistent with the character of the area. (Policy BE1, BE3).
- Supporting stronger communication links with the Local Planning Authority (LPA) at an early stage to assess the impact on the community of development plans through a Community Project (Appendix 1 of the Neighbourhood Plan);

### 3.2.2 Ensuring the vitality of town centres

The Neighbourhood Plan supports the Town Centre as the preferred location for town centre uses and high density residential development. In the Neighbourhood Forum area endorses the Woking Core Strategy 'Neighbourhood Centre' policy for local retail services.

### 3.2.3 Promoting sustainable transport

The Neighbourhood Plan seeks to link significant development of the area with a need to consider the requirements for transport services especially with regard to the older demographic in the area – (Policy SCS3).

There is also a Community Project in Appendix 1 of the Neighbourhood Plan to maintain and extend rights of way to facilitate sustainable movement choices.

### 3.2.4 Supporting high quality communications infrastructure

The Neighbourhood Plan supports the incorporation of high speed telecommunications within all new developments – see policy VI2

### 3.2.5 Delivering a wide choice of high quality homes

The Woking Core Strategy will ensure proposed new developments are appropriate in relation to the character of the area.

The Neighbourhood Plan (Policy BE1) requires that buildings are of a high quality and blend into the character of the surrounding area, noting that there are a total of seven 20<sup>th</sup> century housing styles,

### 3.2.6 Requiring good design

The core of good design will be ensured by the provisions of the WBC Core Strategy whilst the Neighbourhood Plan supplements those provisions with area specific policies of particular concern to residents in the area. Policies BE2 and BE3 outlines requirements for any significant development with regard to building lines, plot sizes and separation of buildings, character and appearance, storage facility and the need for off-road parking to maintain the character and appearance of the surrounding area.



### 3.2.7 Promoting healthy communities

WBC Core Strategy provides a basic level of assurance that development will promote the health and well-being of the community<sup>1</sup> and recreational facilities are protected<sup>2</sup>.

The PNP reflects the paramount concerns of the local community to maintain the semi-rural nature of the area combined with the existing village facilities that go to make the vibrant community spirit enjoyed by residents. Policies OS1, 2, 3, 4, 5 seek to supplement WBC provisions with protection for Pyrford's landscape character, local green spaces, rights of way, biodiversity and trees in the event of significant development. Policy SCS1 seeks to ensure that any significant development does not detract from the operation of valued community facilities whilst SCS2 seeks to ensure the errors of past development are not repeated by ensuring developers consider the need for appropriate recreational space, for the young, in the event of significant development. As a consequence of the Pyrford older demographic SCS 3 specifically seeks to ensure that healthcare, transport and retirement housing needs are considered in the event of significant development.

### 3.2.8 Protecting Green Belt Land

A large part of the area (68.3%) lies within the green belt and its protection is the responsibility of Woking Borough Council.

### 3.2.9 Meeting the challenge of climate change, flooding and coastal change

The Neighbourhood Plan supports small developments on previously developed sites which do not have a detrimental effect on their surroundings. In addition, it seeks to preserve the existing heritage of the area and encourage the use of renewable energy solutions as part of proposed new developments, in Policy BE1.

### 3.2.10 Conserving and enhancing the natural environment

Policy OS 1 requires developers to respect the landscape character of the Pyrford Escarpment and the Wey and Bourne river valleys. Significant proposed developments are required to conduct a Landscape and Visual Impact Assessment and demonstrate that there will be no significant harm to the landscape and visual character of the area.

The PNP identifies and seeks to create 5 Local Green Space areas in policy OS2. Policy OS3 seeks to ensure that rights of way in the area are not harmed by proposed new development. Community Project 1 in Appendix 1 of the PNP seeks to improve access to the countryside by improving the network of existing public rights of way

### 3.2.11 Conserving and enhancing the historic environment

The protection of nationally listed buildings is covered by the NPPF and Woking Core Strategy, and is the responsibility of Woking Borough Council.

Locally and nationally listed buildings of historic interest contribute to the character of the area (see Sections 7.3 and 7.4 of the PNP).

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<sup>1</sup> WBC Core Strategy para 73

<sup>2</sup> WBC Core Strategy Policy CS17



The Neighbourhood Plan requires development decisions to take account of the important contribution that locally listed buildings make to the character of Pyrford (Policy BE1) and is seeking to ensure periodic reviews to recognise any worthy additions to the local list. In the event that any changes to listed buildings are envisaged then this policy should ensure that they are carried out sympathetically.

## 4 Contribution to achieving sustainable development

### 4.1 Introduction

Para 7 of the NPPF defines sustainable development as follows:

There are three dimensions to sustainable development: economic, social and environmental. These dimensions give rise to the need for the planning system to perform a number of roles:

- **an economic role** – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure;
- **a social role** – supporting strong, vibrant and healthy communities, by providing the supply of housing required to meet the needs of present and future generations; and by creating a high quality built environment, with accessible local services that reflect the community's needs and support its health, social and cultural well-being; and
- **an environmental role** – contributing to protecting and enhancing our natural, built and historic environment; and, as part of this, helping to improve biodiversity, use natural resources prudently, minimise waste and pollution, and mitigate and adapt to climate change including moving to a low carbon economy.

The manner in which the Pyrford Neighbourhood Plan contributes to sustainable development can be summarised as shown in Table 1 below where each PNP policy is assessed for its' impact on sustainable development dimensions detailed above.

**TABLE 1 - How the Pyrford Plan Contributes to Sustainable Development**

**Key:**

- +ve = a positive impact on sustainable development
- 0 = a neutral impact on sustainable development
- ve = a negative impact on sustainable development
- PNP = Pyrford Neighbourhood Plan

PNP – Plymouth Neighbourhood Plan					
		Sustainability Impact			
PNP Policy	PNP Policy Title	Econ	Socl	Envt	Comment
Village Infrastructure					
VI1	Road Safety	0	+ve	+ve	The main routes through the area are narrow and congestion can be severe during commuter travel and school run periods. This policy contributes positively to social and environmental dimensions of sustainability and should have a neutral impact on the





					economy dimension whilst improving access through and through the village.
VI2	Communications	+ve	+ve	+ve	The population of Pyrford is largely young professional and there is a considerable number of independent workers working from home and so this policy will have a positive impact on all three dimensions.
<b>Built Environment</b>					
BE1	Built Environment	0	+ve	+ve	This policy impacts the social dimension positively by maintaining a high quality environment. It also has a positive impact on the environment dimension by protecting the built and historic housing assets in the area and promoting the installation of renewable energy sources in the shape of solar panels.
BE2	Parking Provision	0	+ve	0	Pyrford has an issue with parking and road safety and by ensuring proposed new developments provide adequate parking space the social dimension in the community will be improved.
BE3	Spatial Character	0	+ve	+ve	This policy complements BE 1 and impacts positively on the social and environmental dimensions by defining some of the detailed design requirements to ensure proposed new developments pay appropriate attention to the eclectic mix of housing styles contained within the area.
<b>Open Spaces</b>					
OS1	Community Character	0	+ve	+ve	Using and enjoying the semi-rural nature of Pyrford is a high priority for the community and this policy impacts positively on the social and environmental dimensions whilst having a neutral impact on the economic dimension.
OS3	Access	0	+ve	+ve	Pyrford is richly endowed with public rights of way and by protecting and conserving these rights the policy will have a positive impact on social and environmental dimensions of sustainable development.
OS4	Biodiversity	0	+ve	+ve	Enjoyment of the varied biodiversity represented in the area is a high priority for the community and this policy impacts positively on the social and environmental dimensions whilst having a neutral impact on the economic dimension.
OS5	Trees	0	+ve	+ve	Enjoying the semi-rural nature of Pyrford and the wide variety of trees that contribute so much to the environmental character of the area is a high priority for the community and this policy will have a positive impact on the social and environmental dimensions of sustainable development, whilst having a neutral impact on the economic dimension.
<b>Social &amp; Community Services</b>					
SCS1	Community Facilities	+ve	+ve	+ve	Much of the vibrant community feel in the area is due to the much loved community facilities in the area. This policy to conserve and protect the facilities in the context of proposed new developments will have a broad range of impacts across all three dimensions of sustainable development including the



					economic dimension where it will have an important impact on providing and maintaining community infrastructure to perpetuate and strengthen community spirit.
SCS2	Recreational Space	+ve	+ve	+ve	Pyrford experienced a burst in housing development in the 1950's but no attention was paid to recreational space for the young. Determined community action created new Guide and Scout groups whilst land was given over to WBC to build the Arbor Centre with a brief to provide youth facilities. In addition, part of Pyrford Common was given over to a children's playground. The needs of the young must not be overlooked in any future land use planning and this policy seeks to ensure recreational space for the young keeps pace with the need arising from any proposed new developments. Thus this policy will have a positive impact on social and economic dimensions of community infrastructure.
SCS3	Healthcare & Wellbeing	+ve	+ve	+ve	There are no healthcare facilities in the Pyrford area and the nearest are located 1 mile away in West Byfleet and are close to over subscription. Similarly, transport services are critical to the older demographic and must keep pace with any proposed new developments. Finally, the older demographic is very loyal to the community but there are very few opportunities for them to downsize into retirement housing. As a consequence, many 3-4 bedroom houses are occupied by older single people who are effectively blocking the use of this housing resource for young families with far greater need of the space it offers. Thus this policy will have a positive impact on all three dimensions of sustainable development.



## 5 General Conformity with WBC Core Strategy

### 5.1 Pyrford Neighbourhood Plan Approach

The PNP has been written in conjunction with, and to conform to the Woking Local Development Plan published in October 2012 and known as the WBC Core Strategy. Pyrford Neighbourhood Plan policies reflect the values, priorities and concerns of the community overall and the reasoned justification of each policy aims to demonstrate the uniquely Pyrford specific reasons why the policy is proposed.

Thus the Neighbourhood Plan is designed to augment and supplement necessarily broader borough-wide policies followed by the Local Planning Authority so that Pyrford specific views on borough-wide guidelines can be taken into account by the planners reviewing development proposals in the Pyrford Neighbourhood Forum area.

### 5.2 Conformity Assessment

The Neighbourhood Plan has been prepared to ensure its general conformity with Woking Local Development Document known as the WBC Core Strategy as published in October 2012.

Table 2 below aims to show how the Pyrford Neighbourhood Plan policies conform to the WBC Core Strategy on a policy by policy basis and it is concluded that the PNP is in conformity and supports the WBC Core Strategy whilst adding a level of additional detail guidance on Pyrford specific land use planning issues in the area.

**TABLE 2 - PNP General Conformity with WBC Core Strategy**

<b>WBC Core Strategy Policy</b>	<b>PNP Policy</b>	<b>How Pyrford NP Conforms</b>
<b>Spatial Vision, Objectives and Strategy</b>		
CS1 – A Spatial strategy for Woking borough		Whilst endorsing the spatial strategy for Woking borough overall the Pyrford Neighbourhood Plan is concerned with where and how the strategy is implemented within the Pyrford Neighbourhood area.
<b>Planning for Places</b>		
CS2 – Woking Town Centre		This is considered to be outside the remit of the Pyrford Neighbourhood Plan.
CS3 – West Byfleet District Centre		Outside the remit of the PNP although the Pyrford community is adjacent to this development and are frequent user stakeholders in the facilities there.
CS4 – Local Neighbourhood Centres and		Whilst the PNP does not specifically address the retail area on Marshall Parade the community values the convenience shopping it provides and supports Woking Boroughs' strategic approach to neighbourhood centres and shopping parades.



shopping parades		
CS5 – Priority Places		This policy is not applicable to the Pyrford Neighbourhood area.
<b>Borough Wide Policies</b>		
CS6 – Green Belt	OS1	68.3% of the neighbourhood area is officially designated Green Belt.  PNP policy OS1, without specifically referring to Green Belt, requires that all development proposals must respect the landscape character of Pyrford and specifically requires that proposed new developments in the Wey valley, Bourne valley and the Pyrford Escarpment must provide a Landscape and Visual Impact Assessment.
	OS2	PNP policy OS2 seeks to ensure that development does not harm the character of public rights of way and therefore the accessibility of Green Belt areas  Thus PNP policies OS1 and OS2 conform to, and support, WBC policy CS6.
CS7 – Biodiversity and nature conservation	OS4	Biodiversity is a key concern of the community and the PNP seeks to conserve and protect it:  PNP policy OS4 seeks to conform to, and reinforce, Core Strategy CS7 by requiring developers to ensure that developments cause no harm to biodiversity in the area.
	OS5	Policy OS5 specifically relates to trees in the area and seeks to ensure they are protected wherever possible by requiring developers to submit a tree survey with their proposals.  These policies link Sites of Nature Conservation Interest, green corridors, the River Wey Biodiversity Opportunity Area, endangered bird life and arboreal dimensions of biodiversity that are of particular concern in the Pyrford area. Thus the PNP conforms to, and supports policy CS7 of the WBC Core Strategy
CS8 - Thames Basin Heaths Special Protection Area		Whilst outside the immediate concern of the Pyrford Neighbourhood Plan it recognises that developers in the Pyrford area will need to satisfy the requirements of WBC policy CS8 in section 8.4.2.
CS9 – Flooding and water management		The PNP is silent on the issue of flooding and water management but supports the approach set out in Core Strategy policy CS9.
CS10 – Housing provision and distribution	BE1	PNP policies permit both infill development and proposed new developments, provided developers respect the village and spatial character of the area.  PNP policy BE1 focuses on maintaining the character of the area with good design and ensuring that developments conform to the wider character of the street scene in relation to scale, appearance and materials. The main building types and their location are specified on Map3 of the PNP.
	BE3	PNP policy BE3 focuses on the spatial character of the area having regard for building lines, spacing, plot widths and ensuring sufficient storage is provided to keep waste bins, cycles and other sundries off the street and screened from view.  Thus the PNP conforms with and supports the aims and objectives of Woking Core Strategy CS10.



CS11 – Housing mix	BE1	<p>Pyrford is an attractive mix of seven 20<sup>th</sup> century housing styles all set in a sylvan setting that is the key to why residents choose to live in the area.</p> <p>PNP policy BE1 conforms with, and supports, CS11 by specifying the mix of housing currently in Pyrford. The character of these areas can be found in the evidence base available on the Forum web site at <a href="http://www.pyrfordforum.org/plan-evidence-base/">http://www.pyrfordforum.org/plan-evidence-base/</a></p>
CS12 – Affordable housing		<p>Whilst silent on affordable housing the Neighbourhood Forum accepts and supports the provisions of CS12 and would be concerned to see WBC provisions in CS12 are enforced for any significant developments that might be proposed.</p>
CS13 – Older people and vulnerable groups	SCS3	<p>The number of retirees opting to stay in the Pyrford area is greater than in many parts of SE England but Pyrford lacks retirement housing. As a result, many family homes are occupied by older single people - effectively blocking the release of family housing for families who would make more efficient use of the accommodation.</p>
CS14 – Gypsies, Travellers and Travelling Showpeople		<p>The PNP is silent on this subject but the community would be concerned about the impact of any such proposals under this policy. The community would reference most of the built environment and open spaces policies, contained in the PNP, to maintain the surrounding built environment character, the landscape character and the accessibility of recreational areas in the area.</p>
CS15 – Sustainable economic development	VI2	<p>WBC has made sufficient provision for borough needs overall. Pyrford is essentially a residential area with a small number of retail outlets at the centre of the community in line with WBC strategy for local and neighbourhood retail centres and this generally satisfactory. There is however an increasing number of young professionals choosing to work from home and need high speed communications to support this work/life balance. VI2 encourages high speed communications in all proposed new development. In this regard the PNP conforms with, and supports, Core Strategy policy CS15.</p>
CS16 – Infrastructure delivery	VI1	<p>This is an area of particular concern in the community. The road infrastructure is narrow and severely congested at certain times when commuters travel through the area to local stations in West Byfleet and Woking and when mothers drop off and collect children at Pyrford Church of England Primary School. Furthermore, large sections of the sewage system are close to full capacity and water pressure in certain parts of the area is notably low in summer months. Service layouts of the area have been unreliable in the past giving rise to several local incidents where traffic congestion has been exacerbated by service problem solving during road works rather than in advance with local consultation. There are difficulties addressing these issues in a land use planning document but the PNP makes the following provisions.</p> <p>Arising from the narrow road infrastructure, and severe congestion at times, VI1 seeks to require developers to demonstrate proposals cause no harm to highway safety. Furthermore, this policy seeks early communication with WBC on proposals, it becomes aware of, for development in adjoining planning areas. E.g. proposed development at Wisley in the Guildford planning area.</p> <p>With regard to infrastructure delivery Appendix 1 of the PNP represents an initial list of community projects from which CIL funded work can be undertaken, after discussion with our partners in WBC:</p> <ul style="list-style-type: none"> <li>• Footpaths</li> <li>• Recreational areas</li> <li>• Day Care Centre</li> </ul>





CS17 – Open space, green infrastructure, sport and recreation	OS1	<p>Pyrford makes extensive use of, and values very highly its' open spaces, common land and rights of way. It is also worth noting that these facilities are willingly shared with a great many other residents of Woking from across the borough.</p> <p>OS1 requires developers to respect the general landscape and in particular, the Wey river valley, the Bourne river valley and the Pyrford Escarpment. Proposed new developments in these areas will be required to provide a Landscape Visual Impact Assessment and demonstrate that significant harm will not result.</p>
	OS2	<p>PNP policy OS2 identifies a number of Local Green Spaces that are deemed important to the character of the village and it's sylvan setting and advises that development will not be permitted except in very special circumstances.</p>
	OS3	<p>Policy OS3, in the PNP, recognises the importance of footpaths in and around the Pyrford area and advises that development should not harm the character of public rights of way.</p>
		<p>Each of these policies is aimed at ensuring the community can continue to enjoy the recreational green spaces in the neighbourhood and therefore conforms with CS17 and supports it's aims.</p>
CS18 – Transport and accessibility	SCS3	<p>Pyrford is served by a single bus service with 10 departures a day, in each direction. PNP policy SCS3 points out the dependence of older residents on this service and requires the developers of significant projects to demonstrate how they have considered the impact of development on the transport needs of the older resident.</p> <p>In this way the PNP conforms with and supports the objectives of CS18</p>
CS19 – Social and community infrastructure	SCS1	<p>The key objectives of the PNP are to protect and maintain the community facilities, develop recreational space for younger children and ensure that healthcare and wellbeing services are maintained in line with the community need.</p> <p>SCS1 seeks to ensure existing community facilities suffer no harm from developments in the area whilst encouraging the development of new community facilities provided proposals conform with the rest of the Pyrford Neighbourhood Plan and the provisions of this WBC policy and that particular attention is paid to the need for off-street parking facilities.</p>
	SCS2	<p>SCS2 seeks to avoid the mistakes of past development, in the 1950s when there was a major acceleration in housing development, without regard for the needs of the young by requiring significant development projects to include recreational facilities for the young or demonstrate they are not necessary.</p>
	SCS3	<p>There is a higher than normal proportion of retirees in Pyrford and this proportion seems to be rising despite the absence of local healthcare services and retirement housing. SCS3 addresses these concerns by requiring developers to evaluate the need of general healthcare and wellbeing services especially for the older demographic.</p>
		<p>All these policies operate within the scope of WBC policy CS19 and therefore conform with, and support, the aims and objectives of CS19 with Pyrford specific issues that must be addressed by any significant further development in the area.</p>
CS20 – Heritage and conservation		<p>The PNP lists 40 buildings of architectural interest in the area and it is a priority interest of the local community to conserve these built assets, and the setting in which they sit, as an important way to enrich the well-being of both local residents and visitors to the area.</p>



	BE1	<p>PNP policy BE1 emphasises that proposed new developments must maintain the character of the area and the context of the site being developed. In particular, the policy requires that development decisions should take into account the important contribution of listed buildings make to the character of the community.</p> <p>Both the objective and content of policy BE1 conform to and support CS20 with additional guidance on the interpretation of development decisions in the Pyrford Neighbourhood area.</p>
CS21 – Design	<p>BE1</p> <p>BE2</p> <p>BE3</p>	<p>The Pyrford Forum have conducted a built environment character study of the area and this is available in the evidence base available at <a href="http://www.pyrfordforum.org/plan-evidence-base/">http://www.pyrfordforum.org/plan-evidence-base/</a>.</p> <p>PNP policy BE1 sets out to maintain the character of the area by requiring developers to design to high quality, ensure that proposed new developments have regard for the wider character and street scene of the area and maintain residential privacy.</p> <p>BE2 addresses the provision of parking space by requiring that proposed new developments should provide sufficient on-plot parking to avoid on-street parking and requiring additional off-road parking where the roads are narrow and congested.</p> <p>Policy BE3 focuses on the spatial character of the area by requiring that proposed new developments respect established building lines, plot widths and separation.</p> <p>These policies all conform with, and support, WBC policy CS21 and highlight Pyrford specific concerns.</p>
CS22 – Sustainable construction		The PNP is silent on the issues involved in sustainable construction but the Forum is happy to rely on Local Planning Authority Building Regulations.
CS23 – Renewable and low carbon energy generation		Beyond the concern that solar panels be fitted so that they do not have a negative impact on the character of properties or the local street scene the PNP is silent on this matter and are happy to rely on the provisions of CS23.
CS24 – Woking's landscape and townscape	<p>OS1</p> <p>OS2</p> <p>OS3</p> <p>OS4</p>	<p>Conserving and maintaining the landscape character and built environment character are two of the principle priorities for the community. In particular, the Pyrford Escarpment and Pyrford Common are particularly dear to the community for the contribution they make to the landscape character, the setting for the ancient settlement of Pyrford Village, around the Church of St Nicholas, and their contribution to recreation and well-being.</p> <p>PNP policy OS1 seeks to ensure that proposed new developments respect the landscape character. It is particularly concerned about the landscape represented by the Wey river valley, the Bourne river valley and the Pyrford Escarpment by requiring a Landscape Impact Assessment from developers.</p> <p>OS2 seeks to extend and protect the sylvan built character of the area by defining and designating important Local Green Spaces.</p> <p>OS3 protects and conserves public rights of way in the area as a key factor in accessing the potential recreational and wellbeing benefits of the landscape.</p> <p>OS4 seeks to ensure that the biodiversity contained within the landscape is conserved and protected from proposed new developments.</p>



	OS5	OS5 reinforces WBC concern for trees by requiring developers to conduct a tree survey and where possible encourage the planting of local tree species that are in keeping with the character of the area.
	BE1	BE1 seeks to conserve and protect the character of the built environment and ensure that modern building trends such as solar power are sympathetically installed so that there is no harm to the local character.
	BE2	BE2 seeks to minimise on-street parking and thereby conserve the landscape and built environment character of the area.
	BE3	BE3 requires developers to respect and maintain the spatial environment within which they are developing.
		All these policies include an element of respect for Woking's landscape and townscape and are in conformity with CS24 supporting its aims and objectives in the Pyrford area.
CS25 – Presumption in favour of sustainable development		<p>Paragraphs 14 -16 of the NPPF sets out the presumption in favour of sustainable development and is summarised in section 3.1 above.</p> <p>From the table above it is apparent that the Pyrford Neighbourhood Plan conforms and supports Woking Core Strategy which in turn conforms with the NPPF guidelines for plans to be built on a 'presumption in favour of sustainable development'. In addition, there is nothing contained in the Pyrford Neighbourhood Plan which seeks to prohibit development in the area provided the developers demonstrate respect for the environment, green spaces and historic assets, and show these will not be harmed. The Pyrford Neighbourhood Plan therefore conforms with and supports the 'presumption in favour of sustainable development' expressed by Woking Core Strategy CS25.</p>

## 6 Compatibility with EU Regulations

A Strategic Environment Assessment screening, a Habitat Regulations Assessment screening and an Environmental Impact Assessment screening were undertaken by Woking Borough Council. The screenings confirm that no assessments are required for this Neighbourhood Plan.

## 7 Conclusions

This Basic Conditions Statement concludes that the draft Pyrford Neighbourhood Plan:

- conforms with the basic legal requirements for a submitting a neighbourhood plan;
- conforms with the general conditions of the NPPF
- represents a positive contribution to achieving sustainable development
- is in general conformity with the Woking Core Strategy

Thus, in this regard, the Pyrford Neighbourhood Plan is ready for formal assessment by Woking Borough Council Planning Dept. as the Local Planning Authority.



## Appendix 1 - Pyrford Neighbourhood Forum Letter of Designation



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14 February 2014

Dear Mr Doyle

**Decision regarding designation of Pyrford Neighbourhood Area and Pyrford Neighbourhood Forum in accordance with Section 61G and Section 61F respectively of the Town and Country Planning Act 1990 (as amended)**

This letter confirms that Woking Borough Council agreed at its meeting on 13 February 2014, to designate the area shown on the attached Map as the 'Pyrford Neighbourhood Area' for the purposes of preparing a Neighbourhood Development Plan by Pyrford Neighbourhood Forum under Section 61G(1) of the Town and Country Planning Act 1990 (as amended). The Neighbourhood Area is not designated as a business area under Section 61H(1) of the Act as it is not primarily or wholly business in nature.

The relevant designation information is set out below:

- 1 Name of the Neighbourhood Area: Pyrford Neighbourhood Area;
- 2 Map of Neighbourhood Area: See attached Map; and
- 3 Relevant body: Pyrford Neighbourhood Forum.

The Council also agreed at the same meeting to designate the Pyrford Neighbourhood Forum for the purposes of preparing a Neighbourhood Development Plan for the Pyrford Neighbourhood Area.

The relevant designation information is set out below:

- 1 Name of the Neighbourhood Forum: Pyrford Neighbourhood Forum;
- 2 Copy of the written constitution of the Neighbourhood Forum: See attached;
- 3 Name of the Neighbourhood Area to which the designation relates: Pyrford Neighbourhood Area; and

Ray Morgan OBE Chief Executive  
Douglas J. Spinks Deputy Chief Executive  
Mark Rolt Strategic Director  
Steve Bonsor Strategic Director  
Sue Barham Strategic Director



INVESTOR IN PEOPLE



4 Contact details for at least one member of the Neighbourhood Forum:

Mr Martin Doyle  
10 Onslow Way  
Pyrford  
Woking  
GU22 8QX

I will be publishing similar information on the Council's website to inform local residents of the Council's decision.

Yours sincerely,

Ernest Amoako  
Planning Policy Manager

For further information please contact Ernest Amoako on 01483 743427 (Direct Line) or  
Email [Ernest.Amoako@woking.gov.uk](mailto:Ernest.Amoako@woking.gov.uk)  
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## **ANNEX 1 THE PYRFORD NEIGHBOURHOOD FORUM CONSTITUTION**

As Amended by the Committee Meeting on 4<sup>th</sup> October, 2013

### **1 Purpose and Objects**

- 1.1 The Pyrford Neighbourhood Forum ('PNF') is a neighbourhood forum as defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 ('the Act').
- 1.2 The purpose of PNF is to further the social, economic and environmental well - being of the Pyrford Area as defined in section 2 below ('the Area') by acting for the Area under the provisions of the Act.
- 1.3 PNF membership will be open to residents living in the Area, individuals working or carrying on business in the Area, local representative groups, County Council and Borough Councillors representing all or part of the Area. PNF will aim for as wide a representation of communities in the area as possible. Membership and organisation of PNF are set out in section 3 below.
- 1.4 PNF will Monitor development management policy and its application in the Area and will produce and maintain, in partnership with the Local Planning Authority, a Neighbourhood Development Plan as defined in section 4 below.
- 1.5 PNF may Initiate Neighbourhood Development Orders or Community Right to Build Orders, identify Assets of Community Value, or carry out any other permitted actions.
- 1.6 PNF will act in accordance with General Policies and Principles set out in section 5 below.

### **2 The Pyrford Neighbourhood Area ('the Area')**

- 2.1 The Area shall be the area outlined in red shown in the map in Appendix 1 and may be changed by the Forum Committee as it considers necessary from time to time and will be finally determined on designation by the relevant authorities.
- 2.2 The Area is basically defined as that part of the Church of England Parish of Wisley with Pyrford that lies within the Borough of Woking.

### **3 Membership and Organisation**

#### ***Membership***

- 3.1 Membership of PNF is open to:
  - residents living in the Area, either as individual members or via representative bodies such as those outlined below;
  - proprietors of local businesses and individuals who work in the Area;
  - Ward Councillors from the Borough of Woking representing any part of the Area.
  - Surrey County Councillors covering Pyrford.
- 3.2 Affiliate membership (non-voting) is open to:
  - representative Residents' Associations, friends' groups, and amenity societies and associations, collectively described herein as 'Organisations'. Affiliated organisations are listed in Appendix 2. This list will be updated from time to time as necessary;
  - the Conservation Area Advisory Committee[s](CAAC).

#### ***Forum Committee***

- 3.3 A Committee comprising up to 15 members will be elected at each AGM to carry out the day-to-day work of the Forum. The quorum for the Committee will be 9 members.
- 3.4 The Committee will elect the following officers of the Forum from its number: Chairman, Vice Chairman, Secretary and Treasurer. Officers will serve for one year and be subject to re-election, and there will be no limit to the number of terms an officer may serve. The Chairman (or the Vice Chairman when acting as Chairman will have a casting vote at any Committee or General Meeting.
- 3.5 The Committee will direct and oversee the work of the Forum and will meet at least quarterly for this purpose.
- 3.6 Subcommittees or working parties may be appointed by the Committee to carry out specific tasks, to consider policies and to advise the Committee. Such bodies may be appointed from within or outside the membership of the Forum but will be responsible to the Committee.



- 3.7 The Committee may co-opt up to three additional members to the Committee in any year. Co-opted members will have the same voting rights as other Committee members. A co-opted member may be elected as an officer.
- 3.8 Councillors representing the Pyrford Ward in both WBC and SCC will be invited to all Committee Meetings and will have the same voting rights as other Committee members.
- 3.9 The Secretary will make minutes of General and Committee Meetings available to the members of the Forum within three weeks of the meeting unless impracticable. Organisations which are affiliated to PNF will be encouraged to communicate such information to their membership.

#### **Meetings**

- 3.10 Annual General Meetings will normally be held in September or as close to such date as practicable. An Extraordinary General Meeting may be called by decision of the Committee or by 30 members of the Forum applying to the Secretary. For all General Meetings, a notice of the meeting and details of any resolutions to be put to it will be sent to all Forum members at least 21 days before the meeting.
- 3.11 At any General Meeting each member present will have one vote. Where practicable, arrangements will be made to enable members unable to attend to appoint a proxy. Decisions of General Meetings will be by simple majority except in the cases set out in section 6 below. The quorum for a General Meeting shall be 21 members.

#### **Notices**

- 3.12 Notices to members will be deemed delivered if sent to the member's last notified email address, or (where no email address is given) sent by post to the last notified address.

#### **Finance**

- 3.13 The Forum will have the power to raise funds as necessary for its activities, by grant, donation or any other appropriate means.
- 3.14 The Forum will make use of the bank account and banking facilities provided by the Byfleet, West Byfleet and Pyrford Residents' Association (BWBPRRA) until such time as it opens its own bank account.
- 3.15 The Committee will open one or more bank accounts as necessary in the name of the Forum. All funds raised for the Forum will be held in such accounts. The Committee will nominate bank signatories.
- 3.16 The Committee will where necessary insure any assets it holds, and by insurance or otherwise indemnify its officers against liabilities arising from their work for the Forum, apart from fraud or willful neglect.
- 3.17 Subject to funding, the Committee may commission advisory services, surveys or any other activity in support of the Objects.

#### **Register of Committee Members' Interests**

- 3.18 The Secretary will keep a Register of Committee Members' Interests detailing any financial interests in the Area or any other interest which could be deemed to have an influence on decisions likely to come before the Committee. Members will abstain from voting on any matter in which they have a financial interest.

### **4 Neighbourhood Development Plan**

- 4.1 The Pyrford Neighbourhood Development Plan (NDP) will set out policies for the development and use of land within the Area. As provided for in the Act, it will be subject to extensive consultation and examination, including where appropriate a referendum within the Area.
- 4.2 The NDP will include, where appropriate, specific policies for identified parts of the Area, including conservation policies. In a Conservation Area, conservation policies will be agreed with the relevant CAAC.
- 4.3 The NDP will aim to:
  - complement the Local Development Frameworks and Conservation Area Appraisals as produced by the relevant Planning Authorities to ensure that all development is sympathetic to the character of the Area;
  - identify locations for potential sensitive development that will, within the Local Development Frameworks, include affordable housing, retail, business and community use;



- express aspirations for the future development of traffic and transport serving or passing through the Area;
  - provide for the preservation and improvement of private and public open space;
  - Nominate Assets of Community Value for listing by the appropriate local authority;
  - set a framework for the retail and business improvement of the Area;
  - guide the Planning and Highway Authorities towards improvements in the public realm;
  - pay due attention to sustainability and carbon reduction;
  - pay due attention to the surface and underground water environment, flood and pollution risks and soil stability.
- 4.4 The NDP will include policies aimed at generating employment in the Area and promoting business activity, including retail. It will aim to promote a good range of shops in the community with particular emphasis on encouraging smaller enterprises.

## **5 General Policies and Principles**

- 5.1 PNF will take the distinctive character and heritage of Pyrford into account in all its actions, and will aim to ensure that all development in the Area preserves or enhances this character.
- 5.2 PNF will strive to retain and promote the Green Belt in the Area, preserving countryside and biodiversity.
- 5.3 PNF will aim to promote Pyrford as a vibrant business and residential community.
- 5.4 PNF will aim for improvements in the local environment including those directed towards carbon reduction.
- 5.5 PNF will generally support actions aimed at generating employment in the Area and the wider community.
- 5.6 PNF will promote policies to maximise social benefit, community links, services for young people, crime reduction and support for elderly and vulnerable members of the community.
- 5.7 PNF will operate respecting all differences including gender, age, ethnicity, religion, sexual orientation, disability and income.
- 5.8 PNF will encourage all interested residents and all representative groupings of residents or businesses in the Area to become members of PNF and to work alongside PNF to further their joint objectives.
- 5.9 PNF will endeavour to monitor development in areas immediately adjoining the Area and to co-operate with forums and / or authorized bodies in adjoining areas with the intent of ensuring that the objectives of this constitution are met.
- 5.10 Consultation with adjoining neighbourhood forums and wards will take place where any development in Pyrford directly affects other communities.

## **6 Amendments and Dissolution**

- 6.1 Amendments to the body of this Constitution will be by decision of a General Meeting carried out in accordance with 3.10 and 3.11 above, with the exception that such a vote will only be carried if supported by 75% or more of those voting.
- 6.2 PNF may be dissolved by decision of a General Meeting specifically called for this purpose and carried out in accordance with 3.10 and 3.11 above, with the exception that such a vote will only be carried if supported by 75% or more of those voting.
- 6.3 In the event of dissolution, any property or funds held by PNF will be
- subject to the agreement of the Members at General Meeting, allocated to one or more nominated organisations set up to continue the work of PNF, or
  - in the absence of any such organisation and subject to any statutory regulations, distributed equally to the constituent local organisations who are its members (but not to individual members).
- 6.4 In accordance with the Act, a formal review of the functions and achievements of PNF will be carried out five years after its formation. Following such review, and consultation with its members, PNF will decide to continue, amend or dissolve itself as considered appropriate



