

COMMUNICATION PAPER

CONTENT

- 1 Introduction
- 2-46 Monthly activity from March 2015 to February 2021

Appendices

- 1 Botley News articles
Botley Bridge articles
- 2 2016 Community Questionnaire
2016 Traders Survey
2017 Community Questionnaire
2018 Letter to Botley Traders
2019 Traders Survey
- 3 Press releases
Flyers
Facebook posts
Photographs
- 4 Botley Neighbourhood Plan Committee Reports to the Parish Council
Monthly Botley Neighbourhood Plan Update
Monthly Botley Neighbourhood Plan Change List

Communication Paper

1 Introduction

1.1 This Communication Paper provides an overview of the consultation process undertaken during the development of the Botley Neighbourhood Plan (BNP), demonstrating that it fully accords with the requirements of the Localism Act 2011. This consultation meets the requirements of Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.

1.2 Where Appropriate the BNP has been amended in response to consultation comments.

2 March 2015

a An article in the Botley News, produced by the BPC and delivered free to each household in the Parish four times a year, announced the intention of the Council to prepare a BNP (Appendix 1 page 1).

3 July 2015

a An article in the Botley News (Appx1 p2) announced that the BPC was starting the process of developing a BNP and called for volunteers to join the Botley Neighbourhood Planning Committee (BNPC).

4 September 2015

a From the start of the formal process the development of the BNP was overseen by the BNPC, with delegated authority from the BPC. The membership of the BNPC was 8 Councillors and 8 non-Councillors.

b The BNPC were determined that the residents should be kept informed and given every opportunity to tell the Committee what they wanted. Communication and consultation, in various forms, played a major role in formulating the BNP.

c A communication programme was established to:

i promote a high degree of awareness of the project;

ii invite residents to join the BNPC;

iii encourage everyone to contribute to the development of the BNP;

iv provide regular updates on the progress of the BNP.

5 February 2016

a A survey went to every household in the Parish. The purpose of the survey was to establish the priorities and concerns of the residents. The survey questions are shown in Appx2 pp1-7. 257 responses received. An initial brief analysis of the responses was used to inform those attending the Exhibition in September 2016. Later a more detailed analysis was performed (the results can be seen Surveys in the Evidence Base) and were used later to create the first draft of the BNP Vision & Objectives.

Communication Paper

- 6 March 2016
 - a A Press release (Appx3 p1) was sent to the local media outlets listed below about the developing BNP, focusing on the recent survey, which was still open for comment.
 - i Hampshire Chronicle;
 - ii Hedge End Gazette, and;
 - iii Southern Daily Echo.
 - b An article in the Botley News (Appx1 p3) stated the intention of the BNPC to analyse the results of the survey. There was a reminder that the Committee was looking for non-Councillor members and input.

- 7 June 2016
 - a All 58 identified traders and businesses in Botley were informed, via the Botley Traders Association, of the development of the Neighbourhood Plan. They were given a questionnaire (Appx2 pp8-9) seeking their views on issues that were important to them. Interviews were held with 11 traders but only 5 completed questionnaires were returned. The results can be seen in Surveys in the Evidence Base.

- 8 July 2016
 - a An article in the Botley News (Appx1 p4) included an invitation to the public exhibition, on 23 and 24 September in the Botley Centre, relating to the BNP with a focus on the results of the questionnaire (see paragraph 5a).

- 9 September 2016
 - a A flyer (Appx3 p2) advertising the forthcoming public exhibition was posted on all Parish noticeboards and in most of the shops in Botley.
 - b On 23 and 24 September a public exhibition at the Botley Centre was held, which included a summary of the responses from the 2016 household survey. 130 residents attended and made 173 comments. The comments can be seen in Surveys in the Evidence Base.

- 10 November 2016
 - a An article in the Botley News (Appx2 p5) included a brief summary of the survey results and there was a further request for volunteers to join the BNPC.

- 11 March 2017
 - a A flyer about the BNP process was displayed in many shops around the Square.

- 12 May 2017
 - a A Press release (Appx3 p3) was sent to the local media outlets listed below about the developing BNP, focusing on the issue of housing. The

Communication Paper

version that appeared in the Meon Valley News in June 2017 is shown in Appx3 p4.

- i Discovery Magazine, Eastleigh Borough News, Hamble Valley Magazine, Hampshire Chronicle, Hampshire Now, Hedge End Gazette, Meon Valley Forum, Meon Valley News, Radio Solent, Skyline Gold Radio, Southern Daily Echo and The Loop.
- b A Home Page for the BNP was created on the BPC's website (www.botley.com).
- c An article in the Botley Bridge (Appx1 p6), a Church magazine produced monthly by All Saints Botley with a distribution of about 500, included an article on the developing BNP, focussing on the issues around housing.

13 July 2017

- a An article in the Botley News (Appx1 p7) included an update on the various housing developments planned in Botley.

14 September 2017

- a A second questionnaire went to every household in the Parish. The purpose of the survey was to establish the views of the resident regarding the Bypass and housing development. The survey questions are shown in Appx2 pp10-13. 286 responses were received. An initial brief analysis of the responses was used to inform those attending the Exhibition in September 2017. Later a more detailed analysis was performed (the results can be seen Surveys in the Evidence Base) and were used later to create the first draft of the Vision Statement and Plan Objectives.
- b A flyer (Appx3 p5) advertising the forthcoming public exhibition was posted on all Parish noticeboards and in most of the shops in Botley.
- c On 16 and 23 September a public exhibition at the Botley Centre was held, which included a summary of the responses from the 2017 household survey. Over the two days 191 residents attended and photographs of the event are in Appx3 p6. Unfortunately, the record of their individual comments has been lost, but a summary of the comments was made at the time and can be seen in Surveys in the Evidence Base.

15 November 2017

- a An article in the Botley News (Appx1 p8) included a brief description of the feedback from the 2017 questionnaire and exhibition. The article states that the exhibition was well attended.

- 16 Significant differences of opinion in the Planning Group concerning both the Bypass and the Winchester Street development led to a decision by the Parish Council to pause temporarily the development of the Neighbourhood Plan, from September 2017 to September 2018.

Communication Paper

- 17 September 2018
- a The BPC formally reconstituted the BNPC.
- 18 October 2018
- a The first meeting of the BNPC was held. Initially there were 10 Councillors, but 3 Councillors withdrew when 3 non-Councillors joined the Committee. Since then the Committee has been actively looking for additional non-Councillor members.
 - b At the first Botley Community Information Day the relaunch of the BNP process was published on the BPC stand. Very cold wet weather limited the public attendance to about 50 people.
- 19 November 2018
- a A flyer (Appx3 p7) concerning the relaunch of the BNP process was displayed on all the Parish noticeboards and in most of the shops in Botley.
 - b An article in the Botley News (Appx1 p9) included an article about the relaunch of the BNP process and an invitation for residents to join the BNPC.
 - c A message was posted to the 137 people using Nextdoor Botley about the relaunch of the BNP process (Appx3 p8).
 - d The first monthly report of the BNPC to the BPC was uploaded to the public area of the Botley web site (Appx4 p1).
 - e The Chair of the BNPC visited every trader in Botley to deliver a letter (Appx2 p14) asking for their input into the BNP. No trader provided any feedback.
- 20 December 2018
- a An article in the Botley Bridge (Appx1 p10) included an article about the relaunch of the BNP process and an invitation for residents to join the BNPC.
 - b The monthly report to the BPC was uploaded to the Botley web site (Appx4 pp2-3).
- 21 January 2019
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p4).
- 22 February 2019
- a A further flyer (Appx3 p9) concerning the relaunch of the BNP process was displayed on all the Parish noticeboards and in most of the shops in Botley.
 - b The Chair of the BNPC spoke about the BNP at the AGM of the Botley Twinning Association, when 35 members were present.

Communication Paper

- c The monthly report to the BPC was uploaded to the Botley web site (Appx4 p5).

- 23 March 2019
 - a An article in the Botley News (Appxx1 p10) and the Botley Bridge (Appx1 p11) both included an article about what the BNP could cover, why it was important and asking for residents to take a more active part in the process.
 - b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p6).
 - c The Chair of the BNPC spoke about the Plan at the AGM of the Botley Market Hall Association, when 40 members were present.

- 24 April 2019
 - a An article in the Botley Bridge (Appx1 p13) included an article encouraging the younger residents to become involved in the development of the BNP, but no younger residents volunteered to help.
 - b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p7).

- 25 May 2019
 - a At the second Botley Community Information Day at the BPC stand Councillors answered questions from many residents on the direction and progress of the BNP. The weather was kind and over 400 people attended the event.
 - b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p8).

- 26 June 2019
 - a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p9).

- 27 July 2019
 - a An article in the Botley News (Appx1 pp14-15) included an article on the draft Vision & Objectives of the BNP. There was a request for residents to provide their comments either electronically or on paper.
 - b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p10).
 - c A third attempt at obtaining the involvement of the Botley traders was undertaken with a letter and survey (Appx2 pp15-16) being personally delivered to each trader and a drop-in session held at the Bugle Inn on 30 July, when seven people attended. A summary of the comments was made can be seen in Surveys in the Evidence Base.

Communication Paper

28 August 2019

- a An article in the Botley Bridge (Appx1 p16) encouraged residents to provide their feedback on the Vision & Objectives that had been published in the July edition of the Botley News (paragraph 27a).
- b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p11).

29 September 2019

- a A flyer (Appx3 p11) to encourage residents to access the BNP web page on the Botley web site and to provide their comments on the draft Vision & Objectives in the BNP was posted on all Parish noticeboards and at several other locations.
- b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p12).
- c A flyer (Appx3 p11) was sent to all the Botley Neighbour Care volunteers and all the Botley Market Hall Trustees and volunteers to encourage them to access the BNP web page on the Botley web site and to provide their comments on the draft BNP Vision & Objectives.
- d Two messages were posted on Nextdoor Botley (Appx3 p12) to encourage them to access the BNP web page on the Botley web site and to provide their comments on the draft BNP Vision & Objectives.
- e The first monthly BNP Change List detailing alterations to the previously published Papers in the Evidence Base was uploaded to the public area of the Botley web site (Appx4 p13-14).
- f The first monthly BNP Update was uploaded to the public area of the Botley web site (Appx4 p15).

30 October 2019

- a A message was posted on Botley Village News & Info (Hampshire) Facebook Page (Appx3 p13) to encourage them to access the BNP web page on the Botley web site and to provide their comments on the draft BNP Vision & Objectives.
- b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p16).
- c The monthly BNP Change List was uploaded to the Botley web site (Appx4 pp17-18).
- d A flyer (Appx3 p11) was posted on the Friends of Botley School Facebook Page to encourage them to access the BNP web page on the Botley web site and to provide their comments on the draft BNP Vision & Objectives.
- e The monthly BNP Update was uploaded to the Botley web site (Appx4 p19).

31 November 2019

- a An article in the Botley News (Appx1 p17) outlined the main headings for the Objectives of the BNP, how to access more details of these and

Communication Paper

the dates of two public meetings for the community to discuss the progress of the BNP and give further comments on the draft BNP Objectives.

- b The monthly report to the BPC was uploaded to the Botley web site (Appx4 p20).
- c The monthly BNP Change List was uploaded to the Botley web site (Appx4 p21-22).
- d The monthly BNP Update was uploaded to the Botley web site (Appx4 p23).
- e At the end of November, the consultation on the draft Vision & Objectives carried out on the Botley web site, which started in July 2019 (see paragraph 27), was closed. 85 comments had been received and can be seen in Surveys in the Evidence Base.

32 December 2019

- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 pp24-25).
- b An article in the Botley Bridge (Appx1 p18) included notice of the dates of the public meetings in January 2020 to gain further feedback on the BNP Objectives.
- c The monthly BNP Change List was uploaded to the Botley web site (Appx4 p26).
- d The monthly BNP Update was uploaded to the Botley web site (Appx4 p27).
- e A Press release (Appx3 p14) was sent to the local media outlets listed below about the two public meetings to discuss the Vision & Objectives for the Botley Neighbourhood Plan.
 - i Hampshire Independent Newspaper (carries official notices from District Councils)
 - ii The Southampton Daily Echo
 - iii The Hampshire Chronicle
 - iv Radio Solent
 - v Skyline Gold Radio
- f Handouts (Appx3 p15) with the dates and location of the public meetings were distributed at the Carols in the Square celebration on 15 December, when about 200 residents were present.
- g Flyers (Appx3 p16) were displayed on all the Parish noticeboards and on a stand in the main entrance hall of the Botley Centre (Appx3 p17).
- h A flyer (Appx3 p18) was posted so that it was the top of every page on the Botley web site from 15 December 2019 to 14 January 2020. The Botley web site currently receives over 10,000 hits per month.

33 January 2020

- a A message inviting residents to the public meetings were posted or circulated via email to:

Communication Paper

- i Nextdoor Botley (Appx3 p19)
 - ii Botley Village News & Info (Hampshire) (Appx3 p19)
 - iii Boorley Park Facebook Page
 - iv Friends of Botley School Facebook Page
- b Public exhibitions were held on 07 January at the Botley Centre and on 13 January at the Botley Market Hall to discuss the latest draft Vision & Objectives. 63 residents attended and made 93 comments. The comments can be seen in Surveys in the Evidence Base.
- c The monthly report to the BPC was uploaded to the Botley web site (Appx4 p28).
- d The monthly BNP Change List was uploaded to the Botley web site (Appx4 pp29-30).
- e The monthly BNP Update was uploaded to the Botley web site (Appx4 p31).
- 34 February 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p32).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 pp33-36).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p37).
- 35 March 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p38).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p39).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p40).
 - d An article in the Botley News (Appx1 p18) outlined the changes to the draft Objectives and Aspirations of the BNP after the two public meetings and how to access more details of these. A possible timetable for the steps from creating a Skeleton BNP then to a Submission BNP and finally to a Public Referendum were outlined.
- 36 April 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p41).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p42).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p43).

Communication Paper

- 37 May 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p44).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p45-46).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p47).
- 38 June 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p48).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p49).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p50).
- 39 July 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p51).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p52-54).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p55).
- 40 August 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p56).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p57).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p58).
- 41 September 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p59-60).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p61).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p62).
- 42 October 2020
- a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p63).

Communication Paper

- b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p64).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p65).

- 43 November 2020
 - a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p66).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p67-81).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p82).

- 44 December 2020
 - a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p83).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p84).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p85).

- 45 January 2021
 - a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p86).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p87-88).
 - c The monthly BNP Update was uploaded to the Botley web site (Appx4 p89).

- 46 February 2021
 - a The monthly report to the BPC was uploaded to the Botley web site (Appx4 p90).
 - b The monthly BNP Change List was uploaded to the Botley web site (Appx4 p91-108).
 - c

Approved Botley Parish Council
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