



Kingston Neighbourhood Development Plan

*Kingston must retain its character as a living country village
in an area of outstanding natural beauty*

Statement of Consultation



Submitted by the qualifying body:

Kingston Parish Council

for

<http://kingstonparishcouncil.co.uk/>

Kingston Neighbourhood Plan

<https://kingstonplan.org/>

1. Purpose

- 1.1. This statement sets out the way in which the consultation, undertaken as part of the Kingston Neighbourhood Plan, meets the requirements of the Regulations.
- 1.2. Kingston Parish Council is the qualifying body responsible for the preparation, consultation and submission of the neighbourhood plan. It has been assisted in the process by a Task Group and committed residents and volunteers, as well as a local consultant and benefited from help and guidance from SHDC members, officers and advisors including the AONB unit.
- 1.3. The Kingston Neighbourhood Plan Area has been designated as the whole area within the boundary of the civil parish of Kingston.

The Kingston Neighbourhood Plan Consultation Statement

Communication and consultation in various forms will play a major role in developing the NP and will:

- promote a high degree of awareness;
- encourage everyone to contribute to the development of the NP;
- promote consultation events;
- provide regular updates on progress with the NP.

Kingston Neighbourhood Plan Engagement Strategy Sept 2016

2. Kingston – general background

- 2.1. Kingston is an isolated rural parish on the South Devon coast, between Plymouth and Kingsbridge and at the heart of the South Devon AONB. The village no longer has a shop, Post Office or school. The nearest small town is Modbury, 4mls away. The parish is bounded on two sides by the open coast and the River Erme and on the other two sides by open farmland. Access is through single track lanes with passing places and public transport is limited to one shopping bus per week to Plymouth.
- 2.2. Kingston or 'Kings Tun' has its origins in a royal charter enacted by Saxon King Aethulwulf in AD 846 and, as would be expected, this ancient village contains many traditional Devon buildings. There are two Conservation Areas in the main village and 23 listed buildings across the parish.
- 2.3. Most of the 213 homes are in the main village, with a few outlying farms and properties. The size of the population (385, *Census 2011*) has changed little over the last two hundred years, but over 65 houses have been built since 1945. There are 34 Housing Association properties in the village and 43 second homes/holiday lets.

- 2.4. Residents believe Kingston to be a very special place because of its beautiful setting, natural resources, history and strong community spirit. Residents have an excellent track record of village planning and community action. The parish owned Reading Room (village hall) and Recreation Ground are well equipped and maintained. Kingston was judged the Devon Village of the Year in 2008 and won the West of England title in 2009 with a special award for community spirit. The Kingston Parish Plan was published in late 2007 and a ground-breaking Local Lettings Plan ([link](#)) was agreed with SHDC and the relevant Housing Associations in 2009, (reviewed and amended 2016), to ensure that local people had absolute priority in allocating housing.
- 2.5. In mid-2016 both residents and the Parish Council became aware of growing development pressures on the parish and wished to influence these through the development of a Neighbourhood Plan in accordance with the Locality Act of 2011 and the National Planning Policy Framework (NPPF) 2012. The Parish Council applied to designate the entire parish as the Neighbourhood Plan Area and agreed Terms of Reference for a Neighbourhood Task Group in September 2016, ([link](#)). This was approved by SHDC in January 2017.

3. Engagement and Communications Strategies

- 3.1. Engagement and Communication strategies were confirmed and made accessible through www.kingstonplan.org in December 2016.

The website includes information on:

- what neighbourhood planning is about
- why Kingston is producing a NP
- the NP Task Group
- how the NP will be produced
- how the community can be involved
- Key documents and reports eg:
 - minutes of neighbourhood plan task group
 - questionnaire feedback
 - character assessment
- provides a blog and comments link by which residents can provide feedback and ideas

*Kingston Neighbourhood Plan Communications Strategy
Dec 2016*

3.2. A range of different engagement activities has been carried out.

Engagement activities:

- -Regular Articles and advertisements in Parish Newsletter
- -Minutes of Neighbourhood Plan Task Group on Parish Council noticeboard
- -Kingston Events Group Facebook page
- Website at: www.kingstonplan.org
- Fliers/letter drops
- Open events
- Targeted meetings
- Regular discussion at PC meetings
- Posters and banners

3.3. The Task group has provided regular updates through articles, (21 articles from Sept 2016- Jan 2019) in the monthly Parish Newsletter delivered to all homes in the parish. The community has access to several Facebook groups for sharing information about Reading Room activities, the weekly Morning Market and Kingston Entertainments Group. The NP Task Group decided to use the latter group, which had an established following of residents and friends of Kingston rather than setting up a new Facebook group. Task Group minutes are circulated to the PC and placed on the Parish Council Noticeboard as well as on www.kingstonplan.org

The Community said:

Residents regularly get information on Kingston activities from:

- 88% Parish Newsletter
- 39% Village Noticeboards
- 28% Village Facebook pages
- 53% Word of mouth

Kingston Neighbourhood Plan Community questionnaire Nov 2017

4. Housing Needs Survey

- 4.1. A Housing Needs Survey, prepared by South Hams District Council, was delivered to 187 of the 207 homes in Kingston in October 2016. Second homes, but not holiday lets, were included. The previous week an explanatory letter was similarly hand delivered to encourage a good response. Associated publicity included Facebook, Parish Newsletter and posters. Completed surveys were collected house to house as well as left in a well-publicised central collection box. 139 surveys, (74%), were returned.
- 4.2. 6 households were identified as needing social housing in the next 5 years and having a local connection to Kingston.
- 4.3. Most respondents lived/worked/had family in the parish, 6 were second home owners. Respondents reflected a varied age mix, though weighted to the older population profile of the community.
- 4.4. The turnover in family sized private property is high, 14.5% over the last 5 years. Turnover in social housing is 1.4%. Some people specifically stated they may want to move away from Kingston and/or were undecided on future accommodation due to future health needs. Lack of commercial transport, distance from medical facilities and shops are all major issues for both older people and low-income families with young children.
- 4.5. The Task Group has liaised regularly with SHDC housing officers on the level of need on the Devon Home Choice Register with especial reference to those eligible for housing under the Kingston Local Lettings Plan.

5. Village Drop-In Day

- 5.1. The purpose of the event was to identify issues and concerns villagers felt of most consequence to start to inform the objectives of the NP.
- 5.2. The event was promoted through posters / banners; an article and advertisement in the Parish Newsletter; fliers delivered to all households and to children, young people and parents at the school bus stop, and posts on the Kingston Events Group Facebook page.



Publicity banner

5.3. Six notice boards were used, each containing a question, as above, but including a final question 'Anything else?' Those attending were asked to record their answers/views on 'Post Its', which were then recorded in type and sorted into themes. A few people, unable to attend, submitted views after the event, giving a total of 90 attendees.

Participation profile

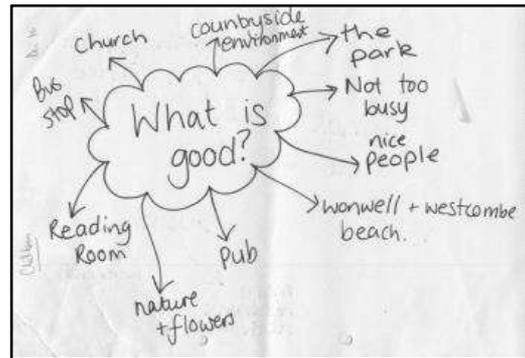
Gender		Age Group							Residence see code		
M	F	0-9	10-17	18-29	30-44	45-64	65-84	84+	A	B	C
44	54	0	8	2	2	33	52	1	87	3	0
45%	55%	0%	8%	2%	2%	34%	53%	1%	89%	3%	0%

A. Parish Resident;

B. Second Home Owner;

C. Other

5.4. In response to concerns over the lack of young people present, two further events were held: 20 children from 3-10yrs , answered Q 1 and 6 only and presented responses in pictorial form, while 7 young people 10-16yrs, jointly facilitated by an adult and a volunteer young person, also had an additional question on career aspirations to give some idea of whether these would lead to moving away from the village. The young people requested swings for older children on the Recreation Ground and subsequently fundraised to meet half the costs. The Parish Council match funded and an exciting double swing was installed in May 2018.



5.5. A total of 893 responses were collated into five themes summarised as follows:-

Housing: concerns over impact of large development; lack of affordable housing for young people/families; numbers of second homes/holiday lets - would new build just provide more of these?

Transport and Movement: parking issues; concerns over large vehicles travelling through village; poor public transport.

Environment: a big response about the beauty of the countryside we live in, sewage and drainage, dog fouling and the need to protect the unique character of the village and the integrity of the AONB.

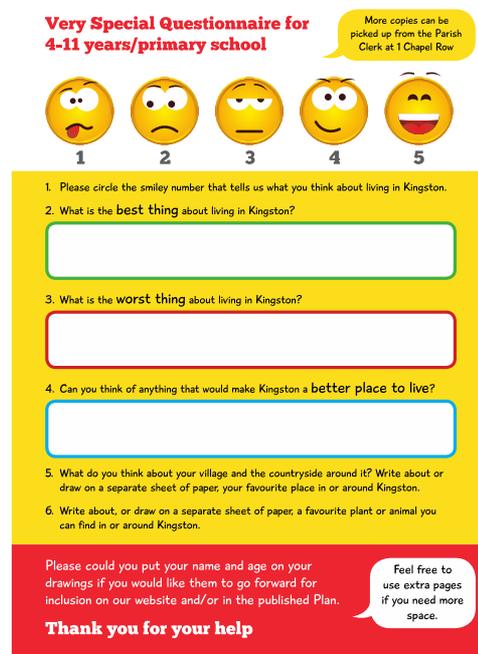
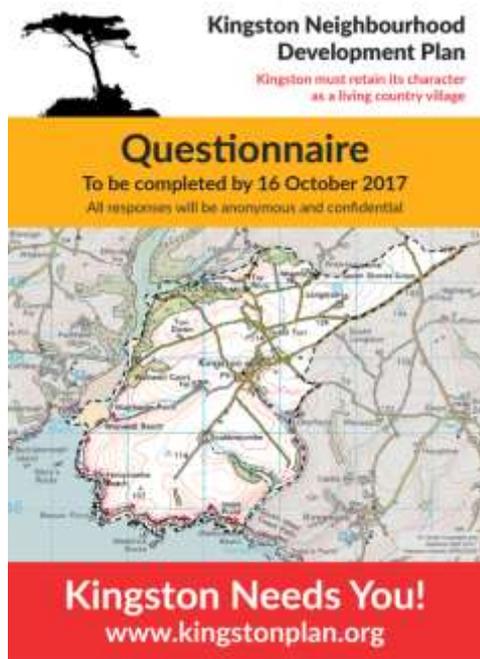
Enterprise/employment: lack of local job opportunities.

Community wellbeing: valuing our caring community and the range of facilities and activities we enjoy.

A vision for Kingston was also identified. *“Kingston must maintain its character as a living village in an area of outstanding natural beauty”*.

6. Community Questionnaire

6.1. *In summary:* The Community Questionnaire ([link](#)) included 5 questions focused on the household and 31 questions requiring an individual response. The accessible design, an effective publicity campaign and well organised house to house delivery and collection ensured an 86% response, that is 333 respondents from 165 households. A Very Special Questionnaire ([link](#)) designed for 4-11yrs, and encouraging a pictorial response, was included with the main questionnaire and generated 15 responses.



This level of response generated a huge amount of data to inform policy development in the Plan. The data has been presented through tables, bar and pie charts in a full Questionnaire Report ([link](#)). 825 individual comments, in answer to open questions, were also logged and all comments listed by question ([link](#)). A report on the Very Special Questionnaire ([link](#)) and a full Questionnaire Process Management Report ([link](#)) were also made available on www.kingstonplan.org

6.2. *Development:* Questions were developed against each theme identified from the Drop In and went through several iterations with a strong focus on relevance to potential policy development and user accessibility. The draft was trialled with several residents and lay-out, design and printing carried out by the Design

Department of South Hams District Council. The final document attracted a significant number of complimentary comments.

- 6.3. *Distribution and collection:* Although each individual response can be tracked to the original questionnaire, care was taken to *ensure* that each response remained confidential and anonymous. Questionnaires were numbered, thoroughly shuffled and randomly placed into sets for the delivery team. The questionnaire, designed to include all residents and second home owners over 11yrs, was hand delivered and collected from each house in the parish. The delivery team of local residents each covered their local area. Knowing their neighbours and being able to respond to questions supported by a set of pre-prepared Frequently Asked Questions, enabled the collection team to further encourage a good response. A secure well publicised collection box was available for those who missed the collectors and five came in by post to the Chair or Parish Clerk.
- 6.4. *Publicity:* The publicity campaign included posters/banners; a pull up display in the Reading Room; use of Facebook and blogs on www.kingstonplan.org. Several well publicised information sessions were held and generated wide ranging discussion.
- 6.5. *Response:* the response to the questionnaire was exceptional. a total of 333 respondents completed the questionnaire from a total population of 387 (2011 census), showing an 86% return rate.
- 6.6. *Data collation and monitoring checks:* the method used to analyse the questionnaire returns was designed to ensure that individual responses were kept entirely confidential. The tick box data was entered onto an Excel spreadsheet by a resident against questionnaire number. Text answers to the 11 open questions were initially summarised, but then reported in full also attached to each questionnaire number.

A colleague from Bigbury Neighbourhood Planning Group checked a random sample of 11%, 18 questionnaires, to demonstrate the integrity of the database.

The spreadsheets were not published as in this small community individual households could be recognised. The report was made available through the website and paper copies were available in the Reading Room and Church. A summary report was put in the Parish Newsletter February 2018.

7. Site Assessments

- 7.1. Only two potential development sites in Kingston Parish were listed in the Strategic Housing and Employment Land Availability Assessment (SHLAA) which supports the JLP. A call for local landowners /developers with other building ideas and plans was put out through the Newsletter, Facebook and contacting landowners/ known developers directly. Meetings were held with 8 landowners and telephone calls discussions with 2 more. 11 potential sites were identified, including another site which was put forward following the distribution of the Community Questionnaire.

Map of the sites that have been assessed



7.2. Opinions were sought on 10 of these sites through the Community Questionnaire which included a clear map of the site locations. A larger map was displayed in the Reading Room over this period.

7.3. In July 2017 an independent planning consultant was appointed to both carry out site assessments and to advise and support the Group through the development process.

Site assessments were commissioned to demonstrate the appropriateness of each potential site for development, considering their suitability, availability and viability.

The Site Assessment Report was not published until after the final collection date for the Community Questionnaire. It was then published on the website with a link for residents to provide comments. Paper copies were also left in the Reading Room and Parish Church. The Report was also publicised through the Newsletter and both the Parish Council and Task Group minutes.

7.4. The identification of sites has been contentious locally with significant opposition to each of the larger sites, where developers have put in planning applications.

Only 3 sites were considered possible and a lower cost home for local people is now built on one of these. There were significant objections to the other two possible sites, one of which was the subject of a planning application subsequently withdrawn. At this stage major modifications were required, by the Inspectors to the emerging JLP, to give greater recognition to the importance of the AONB and removing the requirement for Kingston to make any specific development site proposals. Against this backdrop, and given the outcome of the site assessments, this plan does not propose any specific development sites.

8. Character Assessment and Biodiversity Report

- 8.1. A detailed Character Assessment ([link](#)) of the parish, with descriptions of the geology, landscape, wildlife habitats and the historical development of Kingston was put on the website for comment. A number of residents subsequently suggested amendments based on their experience and knowledge of the history, land use and wildlife resources of the parish
- 8.2. A Biodiversity Report ([link](#)) was also commissioned from the Devon Wildlife Trust and placed on the website.

9. Second Homes and Holiday Lets.

- 9.1. Tourism is a major source of employment in the area and visitors are welcomed to Kingston as day users of the coast path, to stay in the village and as users of our very popular pub.
- 9.2. Two opposing value statements were included for comment in the Community Questionnaire: on whether second homes undermine local services and village character or help to sustain the village. Residents clearly agreed with the first statement and not with the second.

<i>Q 35</i>	<i>No of respondents % of respondents</i>	<i>Strongly agree</i>	<i>Moderately agree</i>	<i>Do not agree</i>	<i>No opinion</i>
Second homes and holiday homes are undermining local services and village character	104 34%	93 30%	86 28%	26 8%	
Second homes and holiday homes are a welcome aspect of village life today helping to sustain the village	39 13%	114 37%	148 48%	6 2%	

- 9.3. A Local Housing Tenure and Type survey was carried out by a team of local residents, each using their knowledge of the area around their home, to identify homes was occupied a second home or holiday let, perhaps a combination of both, or as a principal residence. 43 homes were identified, 21% of the homes in the parish.

Housing type was identified as follows, which indicates an imbalance in housing type and a preponderance of more expensive detached dwellings.

Detached	121
Semi- detached	40
Terrace	49
Annexe	2
Flat	1

Time Table of Activity

Sept – Nov 2016	Independent Housing Needs Survey; prior letterdrop and survey delivery by hand to all homes
Oct 2016 – ongoing	Articles in Parish Newsletter
Dec 2016	Engagement and Communication Strategies agreed
Dec 2016	www.kingstonplan.org established
Dec 2016 Dec 2016, Jan 2017	Village Drop-in Open event 2 further meetings with young people and children
Jan – August 2017 Jan – August 2017	Call for landowners/developers with building ideas/plans Face to face meetings/ telephone calls
May – August 2017	Consultant appointed and Site Assessment report drafted
Sept 2017	Character Assessment drafted and on website for comment
Oct 2016 – Dec 2018	Meetings/consultation with officers and members SHDC
Feb – Sept 2017	Community questionnaire developed and trialled
August 2017	Biodiversity Report commissioned from Devon Wildlife Trust
Sept- Oct 2017	Publicity for questionnaire
23/24 Sept – 17/23 Oct 2017	Questionnaire hand delivered to and collected from all homes in parish
Nov – Dec 2017	Data collation and checking

Dec/Jan 2017/18	Community Questionnaire Report and Children’s Questionnaire Report prepared, put on website and paper copies available for this period in RR and Church
Dec – Jan 2017/18	Site Assessments Report published on website and paper copies available in Reading Room and Church
Oct 2018	Full report of Community Questionnaire text comments by question published
Sept 2018	Local housing tenure survey carried out by team of residents
Sept 2016 - ongoing	Meetings/emails with other NP groups <ul style="list-style-type: none"> • Ugborough- early advice visit • Modbury- liaison with group members • Bigbury – liaison and support from group members • Holbeton – advice/information to group • Ringmore – liaison with group chair
March 2018 – March 2019	Drafting the Plan
January 2019	A glossary available on www.kingstonplan.org
April 2019	Reg 14 Plan Consultation draft agreed by PC
April 2019	Reg 14 Consultation draft sent to SHDC
19 th August to 29 th September 2019	Reg 14 consultation period