

Newbury's Neighbourhood Development Plan (NDP) Steering Group Meeting

A meeting of the **NDP Steering Group** is scheduled for **Tuesday 21/06/2022 at 7:00 pm** and will be held over Zoom.

Members of the public may request to join the meeting by messaging

NDP@Newbury.gov.uk

Newbury's NDP Steering Group:

- A) Newbury Town Council (NTC): Councillors Nigel Foot (Chairperson), Martin Colston, David Marsh, Vaughan Miller (Joint Project Manager), Gary Norman, and Martha Vickers
- B) Members of the public: Ian Blake, John Brownell, Paul Millard, Anthony Pick, Louise Sturgess (Deputy-Chairperson), and Kim Whysall-Hammond (Joint Project Manager)

Other Attendees:

Darius Zarazel (NDP Secretary and Democratic Services Officer, Newbury Town Council)

Agenda:

1. **Apologies**
Secretary
2. **Declarations of Interest**
Chairperson
To receive any declarations of interest relating to business to be conducted in this meeting.
3. **Minutes (Appendix 1)**
Chairperson
To approve the minutes of a meeting of the NDP SG held on Wednesday 18/05/2022 (already circulated).
4. **Communications Plan (to follow)**
Chairperson
To agree upon a communications plan for the NDP questionnaire consultation(s).
5. **Pilot Consultation**
Chairperson
To agree upon and prepare the NDP pilot consultation.

6. Forward Work Programme (Appendix 2)

Chairperson

To note and agree any other items to add to the Forward Work Programme.

7. To Fix the Date of the Next Meeting

Chairperson

**Minutes of a meeting of Newbury's Neighbourhood Development Plan (NDP)
Steering Group
Held via Zoom
18/05/2022 at 7:00pm/19:00**

Present:

Newbury's NDP Steering Group:

- A) Newbury Town Council (NTC): Councillors Nigel Foot (Chairperson), Martin Colston, David Marsh, and Martha Vickers
- B) Members of the public: Ian Blake, Paul Millard, Anthony Pick, and Louise Sturgess (Deputy-Chairperson)

Other Attendees:

Darius Zarazel (NDP Secretary and Democratic Services Officer, Newbury Town Council)

52. Apologies

Apologies were received from John Brownell and Councillor Vaughan Miller (Joint Project Manager).

Louise Sturgess and David Marsh apologised for joining the meeting late.

Kim Whysall-Hammond and Councillor Gary Norman were absent.

53. Declarations of Interest

There were none.

54. Minutes

Proposed: Councillor Nigel Foot

Seconded: Paul Millard

Resolved: That the minutes of the meeting of the NDP Steering Group held on 20/04/2022, be approved.

55. NDP Questionnaire

55.1 The Steering Group discussed the draft NDP Questionnaire.

Proposed: Councillor Nigel Foot

Seconded: Councillor Martin Colston

Resolved: That the NDP Questionnaire (recorded as Appendix 1 to these minutes) be approved to be used for the first Newbury NDP public consultation, subject to the following additions:

- That the introduction to the questionnaire is to be delegated to Chairperson, Deputy-Chairperson, and the NDP Secretary.
- Under Section 2, question 1, add: “The Market that takes place on Thursday and Saturday each week (Charter Market)”
- Under Section 4, add the following additional question: “That parking near your home is a problem? (Strongly Agree, agree, neutral, disagree, strongly disagree)”
- Under Section 6, add the following additional questions:
 - 1) “Are you concerned about the air quality in the location where you live?”
 - (2) “Have you or any property you own or occupy in Newbury been affected by flooding?”
 - (3) “If yes, what kind of flooding (from river/canal, drains/sewage, surface water)?”
 - (4) “Do you think the current flood risk management is sufficient in Newbury?”
 - (5) “Would you be interested in becoming a Flood Warden or joining a Flood Forum, to help hold the Flood Risk Management Authorities to account?”
 - (6) “Do you have any other comments about flooding in or around Newbury?”
- Under Section 8, add the following additional question: “Do you think the Market that takes place on Thursday and Saturday each week (Charter Market) is important to Newbury?”

55.2 The Steering Group discussed a shortened version of the NDP Questionnaire.

Proposed: Councillor Nigel Foot

Seconded: Councillor Martin Colston

Resolved: That the shortened NDP Questionnaire (recorded as Appendix 2 to these minutes) be approved to be used for the first Newbury NDP public consultation.

55.3 The Steering Group then discussed the consultation’s engagement strategy, consultation methods, and timeline.

The Steering Group agreed to specifically target cultural bodies, faith groups, businesses, sports bodies, welfare bodies, health groups, voluntary bodies, and educational institutions, in the NDP Consultation.

It was agreed that the Deputy-Chairperson would work with the Joint Project Managers to draft a communications plan that can be approved by the next meeting of the Steering Group.

Some consultation methods that were indicated could be used were:

- An online questionnaire
- A physical questionnaire
- An open day in the Council Chamber
- PowerPoint presentations for certain groups (business etc)
- In person visits to the groups, organisations, and schools agreed in the engagement document

The Chairperson to ask Hemingway Design about how they engaged on the Town Centre Masterplan.

The target date for the release of a pilot consultation was agreed to be before the 20th of July 2022. The pilot was agreed to be one face-to-face engagement event and an online questionnaire.

The full consultation launch was targeted for after the summer break, in early September 2022.

56. Forward Work Programme

It was agreed that the next meeting would finalise the communications plan and prepare for the pilot consultation.

The tasks for the next meeting were agreed to be:

- Chairperson, Deputy-Chairperson, and the NDP Secretary to draft the introduction for the Full and shortened Questionnaire.
- The Deputy-Chairperson to work with the Joint Project Managers to draft a communications strategy that can be approved by the Steering Group.
- The Chairperson to ask Hemingway Design about how they engaged on the Town Centre Masterplan.

57. To fix the date of the next meeting

The next meeting was agreed to be held on 21/06/2022 at 7:00pm/19:00 via Zoom.

There being no other business, the Chairperson declared the meeting closed at 20:28 hrs.

NEIGHBOURHOOD DEVELOPMENT PLAN

INITIAL CONSULTATION – DRAFT QUESTIONNAIRE

April 2022 – v1

About this document

This document sets out draft questions for the initial consultation survey for the Neighbourhood Development Plan.

The objectives of the survey are to provide the local community with an opportunity to guide and input to the draft Vision and Objectives developed by the Steering Group.

Questions in Section 1 will allow us to collect demographic information. This will enable us to understand if the response is representative of our local community, as well as cross-tabulate the data.

Questions in Section 2 will enable us to sense check our Vision statement.

Questions in Section 3 – 8 contain questions specifically relating to our Objectives and are grouped under these headings.

The survey will be prefaced with an introduction which defines Newbury, outlines why we are doing it, what it is for, how the information we collect will be used and when we will provide feedback.

A summary of responses to the survey will be made public but personal information will be removed from all published material and the original forms will be destroyed in accordance with GDPR requirements once the data has been collated and anonymised. If you have any questions at all, please contact the NDP Steering Group at NDP@newbury.gov.uk

SECTION 1: ABOUT YOU

1. What is your postcode?

2. How old are you?

0 - 9	
10 – 19	
20 – 29	
30 – 39	
40 - 49	
50 - 59	
60 - 69	
70 - 79	
80+	
Prefer not to say	

3. What is your ethnic group? (Please select one option that best describes your ethnic group or background)

African	
Arab	
Asian / Asian British	
Black or Caribbean	
Mixed / Multiple ethnic groups	
White	
Prefer not to say	

4. How would you describe where you live?

Flat	
Terraced house	
Detached house	
Maisonette	
Bungalow	
Semi-detached house	
Houseboat	
Other (please specify)	
Prefer not to say	

5. How would you describe your living situation?

Live on my own	
Live with a partner/spouse	
Live in a family	
Live with friends/house share	
Other (please specify)	
Prefer not to say	

6. How far away from your home do you work or study?

Under 1 mile	
1-3 miles	
3-5 miles	
5-10 miles	
10-20 miles	
20+ miles	
Work from home	
I'm not working	
Retired	
Prefer not to say	

7. How do you usually travel to work or study?

Walk	
Cycle	
Bus	
Car	
Train	
Work from home	
I'm not working	

Retired	
Other	
Prefer not to say	

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SECTION 2: ABOUT NEWBURY

1. What do you like about living in Newbury? (Please select all that apply)

Access to major travel routes	
Close to family / friends	
Easy access to countryside	
Parks and other green spaces	
Friendly atmosphere	
The neighbourhood I live in	
Canal and river	
Historic buildings	
Independent shops	
Pubs and restaurants	
Schools and College	
Sports facilities e.g. playing fields, gyms	
Arts and culture, including cinema	
Car parking in town centre	
Public transport to town centre	
Public transport to surrounding towns and villages	
Easy to walk/cycle around	
The Market that takes place on Thursday and Saturday each week (Charter Market)	

2. What do you dislike about living in Newbury? (Please select all that apply)

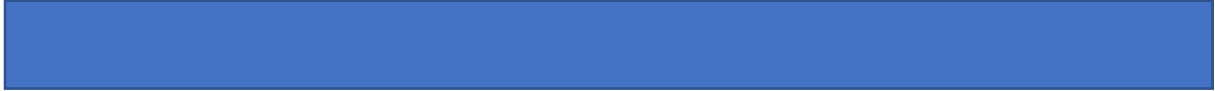
Lack of car parking in town centre	
Lack of public transport to town centre	
Lack of public transport to surrounding towns and villages	
Too much traffic in the town centre	
Lack of variety of shops	
Lack of local/independent shops	
Inappropriate development (housing & retail)	
Lack of leisure facilities	
Lack of leisure facilities for young people	
Lack of cultural facilities (theatres, cinemas etc.)	
Not enough play areas for children	
Lack of high-quality office space / co-working space	
Difficult to walk/cycle around	
Lack of green spaces	

3. Do you have any other comments about living in Newbury?

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SECTION 3: TRANSPORT & ACCESS

1. Thinking about transport and access in and around Newbury, are there any areas that should be better connected to each other?



2. Are there any routes that could be improved (walking, cycling, driving, etc)?



3. Are there any transport and access facilities that could be improved?



4. Are there additional services that would improve travelling in and around Newbury?



5. Do you have any other comments about transport and access, or increasing pedestrianisation, in Newbury?



SECTION 4: COMMUNITY FACILITIES

1. Thinking about community facilities in Newbury, to what extent would you agree or disagree with the following statements?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
There is a need for more GP surgeries.					
There is a need for more NHS dentists.					
Young people need more to do in Newbury town centre.					
Young people need more to do in areas outside Newbury town centre.					
Newbury needs more skate parks.					
There is a need for more leisure and cultural facilities in Newbury town centre for people of all ages.					
The Wharf car park should become an open space for public events.					
The Market Place should be a main centre of interest and activity in Newbury.					
That parking near your home is a problem					

2. Are there community facilities that should be protected (i.e. not demolished or allowed to get into a bad state of repair)?

3. Are there community facilities that people should be encouraged to use more?

4. Do you have any other comments about community facilities in Newbury?

5. Thinking about gyms and sporting facilities in Newbury, to what extent would you agree or disagree with the following statements?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Newbury has enough gyms.					
Newbury needs more football pitches.					
Faraday Road is the best place for Newbury's main football ground.					
The rugby ground in Monks Lane is the best place for Newbury's main football ground.					
The size of the football ground should enable all teams to reach their potential, including senior men and ladies.					
Newbury needs more hockey facilities.					
Newbury has enough indoor facilities for sports like netball, basketball, badminton, squash, 5-a-side football, snooker, gymnastics etc.					
Newbury has enough tennis courts.					
Newbury has enough indoor and outdoor bowls facilities.					
Newbury Rugby Club facilities support the town's rugby needs.					
Newbury and Falkland Cricket Club facilities are support the town's cricket needs.					

6. Are there any other sports you would like to play?

7. Are there any other sports facilities you think we need in Newbury?

8. Do you have any other comments about sports facilities in Newbury?



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SECTION 5: HERITAGE & DESIGN

1. What type of dwellings do you believe should be built in **Newbury's Town Centre** (Please select the most needed 3)?

Detached	
Semi-detached	
Terraced	
Bungalow	
First homes (a new type of affordable housing aimed at first time buyers)	
Flats / maisonettes	
Self-build	
Affordable housing	
Socially rented	
Retirement properties / housing for the elderly	
No further housing is needed	

2. What sort of housing (if any) do you want to see built in the **areas surrounding Newbury town centre** (Please select the most needed 3)?

Detached	
Semi-detached	
Terraced	
Bungalow	
First homes (a new type of affordable housing aimed at first time buyers)	
Flats / maisonettes	
Self-build	
Affordable housing	
Socially rented	
Retirement properties / housing for the elderly	
No further housing is needed	

3. Thinking about the design of new housing in Newbury, which of the following would you prefer it to be? (Please select all that apply)

One-off exceptional design	
Innovative, eco-friendly design	
Traditional building style	
Other (please specify)	

4. Thinking about development in Newbury, to what extent would you agree or disagree with the following statements?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Development should be in keeping with the scale and height of the surrounding buildings.					
Development should be in keeping with the character, design, and materials of surrounding buildings.					
Development using good, contemporary design that is in keeping with existing buildings should be supported.					
Development should meet the highest sustainability standards.					
Development should aim to measurably improve the environment and biodiversity.					
Development should aim to not add any carbon dioxide to the atmosphere.					
Maintenance of outside common areas in new housing developments should be the responsibility of West Berkshire Council.					

5. Thinking about the heritage of Newbury, to what extent would you agree or disagree with the following statements?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Historic buildings should be identified and preserved.					
Historic buildings should be used in a variety of ways so that people can enjoy them.					
New buildings in the town centre should use design, materials and detailing in keeping with Newbury's heritage.					
New buildings in the town centre can be modern but in need to blend in with Heritage buildings.					
Important views should be protected and preserved.					
Open green spaces should be protected and preserved.					

6. Are there any properties, open areas, or green spaces in Newbury that you would like to be non-designated heritage assets*?

**A non-designated heritage asset is a building, site, place, area, or landscape which has been identified as important by the community and needs to be taken into consideration for planning decisions. These assets are not formally recognised by the law, unlike listed buildings, Conservation Areas and Scheduled Ancient Monuments.*

7. Are there buildings in Newbury that, in your opinion, are a detriment to the town?

8. Do you think new businesses should be encouraged in Newbury?

Yes	
No	
Don't mind	

9. What type of businesses would you find acceptable?

9. What type of businesses would you find unacceptable?

10. Thinking about retail and leisure facilities in Newbury town centre, what do we need more of?

11. Thinking about retail and leisure facilities in Newbury town centre, what do we need less of?



12. Do you have any other comments about heritage and design in Newbury?



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SECTION 6: SUSTAINABILITY & CLIMATE CHANGE

1. Thinking about buildings in Newbury, to what extent do you agree or disagree with the following statements?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Vacant buildings should be re-used and re-fitted wherever possible, to help avoid new building and demolition.					
Major refurbishments of existing buildings should go above and beyond current minimum building standards.					
Buildings should be highly insulated and reduce heat loss as much as possible.					
Renewable energy (sunlight, wind, rain etc.) should be used to power new buildings and developments					
All new buildings and developments should be Zero Net Energy (ZNE). <i>A ZNE building is one where the amount of energy it uses each year is the same as the amount of renewable energy it creates.</i>					

2. Do you think more charging points for electric cars should be provided for on-street parking?

Yes	
No	
Don't mind	

3. Do you think more charging points for electric cars should be provided for new developments?

Yes	
No	
Don't mind	

4. If yes, how many charging points per property in a new development should there be?

5. Do you agree that the parking spaces next to EV charging points should be reserved for electric vehicles?

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6. Are you concerned about the air quality in the location where you live?

Yes	
No	
No view	

7. Have you or any property you own or occupy in Newbury been affected by flooding?

Yes	
No	

8. If yes, what kind of flooding? (Please select all that apply)

Canal/river	
Drains/sewage	
Surface Water	

9. Do you think the current flood risk management is sufficient in Newbury?

Yes	
No	
No view	

10. Would you be interested in becoming a Flood Warden or joining a Flood Forum, to help hold the Flood Risk Management Authorities to account?

Yes	
No	

11. Do you have any other comments about flooding in or around Newbury?

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12. Do you have any other comments about sustainability and climate change in Newbury?

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SECTION 7: BIODIVERSITY & WILDLIFE

1. Thinking about biodiversity* and wildlife in Newbury, how important are the following to you? (Please answer all)

	Very important	Fairly important	Not important
Tree planting			
Community orchards			
Community / public gardens			
Parks			
Commons			
Kennet & Avon canal			
River Lambourn			
Creating wildlife corridors			
Increasing wildlife habitats (e.g. growing wild flowers, putting up bird boxes etc.)			

**Biodiversity describes the whole range of the different varieties of living things and systems on earth e.g. animal species, plant species*

2. How do you think we can increase biodiversity and wildlife in Newbury?

3. The Environment Act states that any new developments should have a 10% biodiversity net gain. This means that the natural environment should be left in a better state than it was before, by at least 10%. Do you think we should aim for more than 10%?

Yes	
No	
Don't mind	

4. Do you think new developments should include public, open green and blue (water) spaces?

Yes	
No	
Don't mind	

5. Do you think more trees should be planted across Newbury, to help provide protection from the sun?

Yes	
No	
Don't mind	

6. Do you think there should be more allotments in Newbury?

Yes	
No	
Don't mind	

If yes, where should they be located? Please describe fully.

7. Do you have any other comments about sustainability and climate change in Newbury?

SECTION 8: ECONOMY & ENTERPRISE

1. Thinking about facilities for remote working and start-ups/small businesses in Newbury, to what extent would you agree or disagree with the following statements?

Note: Co-working is an arrangement in which people from different companies / people who are self-employed / working from home share an office space

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
I use a co-working space now.					
I would use a co-working space if one was available in my local area.					
I would use a co-working space for my small / start-up business now.					
I would use a co-working space for my small / start-up business in the future.					
There is a need for co-working spaces in the town centre.					
There is a need for co-working spaces in Newbury's suburbs.					
There is a need for high quality office space in Newbury.					
The conversion of office space into housing should be restricted in Newbury town centre.					
The conversion of office space into housing should be restricted in Newbury's suburbs.					

2. Do you think that Newbury is seen as a great place to be for businesses?

Yes	
No	
Don't know	

3. How important do you think it is for Newbury to be seen as a great place to be for businesses? (Please tick)

Very important	
Fairly important	

Not important	
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4. Do you think the Market that takes place on Thursday and Saturday each week (Charter Market) is important to Newbury?

Very important	
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Fairly important	
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Not important	
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5. What improvements do you think should be made for Newbury to be seen as a great place to be for businesses?

6. Do you have any other comments about the economy or business in Newbury?

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NEIGHBOURHOOD DEVELOPMENT PLAN

INITIAL CONSULTATION – DRAFT QUESTIONNAIRE SHORT VERSION

April 2022 – v1

About this document

This document is a shortened and simplified version of the questionnaire for the initial consultation survey.

The intended audience is young people i.e. those under 18 years of age.

A summary of responses to the survey will be made public but personal information will be removed from all published material and the original forms will be destroyed in accordance with GDPR requirements once the data has been collated and anonymised. If you have any questions at all, please contact the NDP Steering Group at NDP@newbury.gov.uk

1. Where do you live in Newbury? (If you prefer not to say, please leave this blank)

2. How old are you?

0 - 9	
10 – 12	
13 – 15	
16 – 17	
18	
Prefer not to say	

3. How would you describe where you live?

Flat	
Terraced house	
Detached house	
Maisonette	
Bungalow	
Semi-detached house	
Houseboat	
Prefer not to say	

4. What do you like most about living in and around Newbury?

5. What don't you like about living in and around Newbury?

6. Do you think it's easy to travel in and around Newbury?

Yes	
No	
Don't know	

7. Is there anything that would make it easier to travel in and around Newbury?

8. Do you think there is enough for young people to do in and around Newbury?

Yes	
No	
Don't know	

9. What would you like to be able to do, that you can't do now?

10. Is it easy for you play the sports you want to, in and around Newbury?

Yes	
No	
I don't play sports	

11. Is there anything that would make it easier for you to play the sports you want to?

12. Do you go shopping in Newbury?

Yes	
No	
I don't go shopping	

13. What kind of shops would you like more of in Newbury?

14. Do you go to cafes / restaurants / bars in Newbury?

Yes	
No	
I don't go to cafes / restaurants / bars	

15. Are there particular types of cafes / restaurants / bars you would like to have in Newbury?

16. Is the environment important to you?

Yes	
No	
Don't know	

17. Is wildlife (birds, animals, fish etc.) important to you?

Yes	
No	
Don't know	

18. How do you think we can look after the environment in and around Newbury?



19. How do you think we can look after wildlife in and around Newbury?



20. If you have any other comments about living in and around Newbury, please tell us here.



Newbury's Neighbourhood Development Plan Steering Group

Forward Work Programme for NDP Steering Group: 21st of June 2022.

Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations of Interests
3. Approval of Minutes of Previous Meeting
4. Forward Work Programme
5. To Fix the Date of the Next Meeting

21/06/2022	To agree upon a Communications Plan for the Newbury NDP community questionnaire(s) – including an engagement strategy, consultation methods, and timeline.
	To agree upon and prepare for the NDP Pilot Consultation.
TBC	To conduct a pilot consultation to test the questionnaires
	To conduct a full consultation with the Newbury Community about the NDP's Vision and Objectives.
	To collate and write up the responses to the questionnaire for review.
	To make amendments to the Vision and Objectives, if appropriate.