

## **Appendix 2: Community Engagement in the Neighbourhood Plan process**

### **1 Purpose**

This appendix summarises our approach to community engagement in the preparation of our Neighbourhood Plan.

### **2 Approach**

Our approach had three main elements:

- 1) Raising awareness and encouraging participation in the preparation of our Neighbourhood Plan
- 2) Gathering information on communities' views about the development of the Parish
- 3) Keeping communities informed on progress

#### **2.1 Raising awareness and encouraging participation in its preparation**

This was progressed in autumn 2017 via

- Articles in Parish newsletters and flyers
- Public meeting at Hampton Park Pavilion

and led to the formation in November 2017 of a Steering Group (comprising local residents and Parish Councillors), which subsequently has met on a frequent basis. Agendas and minutes of the meetings are available on the [lfcnp.co.uk](http://lfcnp.co.uk) website.

During 2018, posters publicising the Neighbourhood Plan were placed at various locations, including:

- Laverstock and Ford Village hall
- Hampton Park Pavilion
- Old Sarum Community Centre
- River Bourne Farm Café
- Café on the Green
- Duck Inn
- Hampton inn

#### **2.2 Collecting views of Parish communities about the Parish and its future development**

This consisted of two stages:

##### **i) Informal/ qualitative approach (Feb 2018 – Jan 2019)**

This was progressed via;

- short talks/discussions by steering group members at events/meetings within the Parish (see Table 1 below for more details)
- encouraging attendees to give their views (via forms provided) on:
  - likes and dislikes about the parish
  - what would make the parish a better/ worse place to live
  - any other aspect of future development
  - draft Neighbourhood Plan vision statement and objective

**Table 1 Activities/ events and publicity for gathering communities' views January 2018 – January 2019**

Activities/events	Location of feedback forms for collecting residents' views on parish
<p>Drop in event at Castle Hill Country Park, attended by Steering Group members (April 2018)</p> <p>Roadshows in each of the three wards in the Parish, attended by Steering Group members (July 2018)</p> <p>Short talks/informal discussions by Steering group member at meetings of local groups, including:</p> <ul style="list-style-type: none"> <li>• Laverstock WI</li> <li>• Laverstock Ladies Group</li> <li>• Longhedge and Old Sarum Residents association</li> <li>• Breakfast at St Andrew's Church</li> <li>• Laverstock Art Group</li> <li>• Rock Choir</li> <li>• Laverstock Gardening Group</li> <li>• Laverstock Evergreen Group</li> <li>• Spurgeons Little Learners</li> <li>• Monday Monkeys</li> <li>• Scouts and Guides Groups</li> </ul>	<ul style="list-style-type: none"> <li>• Laverstock and Ford Village hall</li> <li>• Hampton Park Pavilion</li> <li>• Old Sarum Community Centre</li> <li>• River Bourne Farm Café</li> <li>• Café on the Green</li> <li>• Duck Inn</li> <li>• Hampton inn</li> </ul>

**ii) Quantitative approach (Sept 2019 – Jan 2020)**

The following surveys were undertaken among the following community groups:

Community group	Date	Target group	Survey format	No of paper forms sent out	Completed
Residents	Sept 2019	All Parish residents	Paper/online	4,000	552
Businesses	Oct/Nov 2019	All local businesses	Paper/online	130	35
Landowners	Jan 2020	All landowners with significant landholding	Paper	35	10
School students	Jan 2020	Secondary school students Years 9-11	Online	None	136

The residents' survey was publicised via:

- Parish newsletter
- Posters in local shops, cafes and community centres
- Facebook

To make it easy for residents to participate in the survey, the following steps were taken:

- a freepost envelope was provided for every form delivered to each household
- collection points for completed forms were set up in local shops, cafes and community centres
- an online version of the form was created (in SurveyMonkey)

### **2.3 Keeping communities informed**

This has been achieved via

- Setting up a website specifically for the Parish Neighbourhood Plan, containing latest news, survey results etc
- Regular updates on progress in the bi-monthly Parish newsletter, including summaries of the results of the surveys

A full record of community engagement activities/ events and publicity is available on the Parish Neighbourhood Plan website <https://www.lfcnp.co.uk> in the Supporting Evidence section of the Documents page.