

# Report on Berkswell 1<sup>st</sup> draft plan Consultation process

## 1. Overall approach

The aim was to maximise knowledge of the consultation across Berkswell and neighbouring Balsall Parish to obtain feedback.

The consultation, including drop-in events, was formally advertised/launched on the parish council's web site and 5 notice boards across the parish on 25<sup>th</sup> March 2018. The web site displayed the 1<sup>st</sup> draft plan, the draft planning policies and the consultation process and an electronic version of the survey. Copies of the 1<sup>st</sup> draft plan were deposited at the Balsall Common library and the village shop in Berkswell village.

As far as was practical, every household received an NDP pack containing an explanatory letter covering the process and where to get more information, a 4-page summary of the 1<sup>st</sup> draft plan, a questionnaire and a reply-paid envelope to Stratford Council Communication services. Approximately 3700 packs were delivered by volunteers targeting all homes in both Berkswell and Balsall Parishes.

Three drop-in sessions were originally organised where residents could view visualisations of the planning policies, the policies themselves and the vision and objectives and read copies of the 1<sup>st</sup> plan document if they wished. The traffic parking and calming proposals for Berkswell village were also on display. A special survey was available on that last topic for completion at the exhibition once residents had viewed the layout drawings.

Subsequently, a 4<sup>th</sup> drop-in session was organised seeking to engage more fully with families with primary school age children at the request of a resident. This was conducted in the Scout House by the school entrance in Berkswell whilst parents came to pick up their children from school. Berkswell school serves the whole parish and gets the majority of its pupils from Balsall Common.

Seven banners advertising the drop-in sessions were placed at key locations. The BCVRA (Balsall Common Village Residents' Association) and Berkswell Society data bases were used to supplement the launch of the consultation and to send out reminders of both the drop-in events and the approaching deadline for the end of the consultation. Reminders were also sent out using the Heart of England and Berkswell Schools parent mail systems. These electronic reminder communications directed residents to the parish council web site.

All businesses listed on the NDP data base were e-mailed and invited to comment electronically using the survey link on the web site. Neighbouring parishes and Solihull Council were advised of the consultation to by e-mail and invited to comment. The two residents' association, BCVRA and Berkswell Society, were invited to comment.

Pegasus Group who had contacted the council with regard to the Solihull plan, were also e-mailed and advised of the consultation process. Pegasus are the potential developers of most of site allocation 1 in the draft Solihull Local Plan review.

Care was taken to ensure that the Catholic Church in Balsall Common received a copy of the 1<sup>st</sup> draft plan information pack (2 copies were delivered on different days by different individuals)

The original consultation period was set as 24<sup>th</sup> March to 22<sup>nd</sup> April 2018 but was extended to 26<sup>th</sup> April 2018 to allow Solihull Council more time to respond. (See PC minute 18b of 12<sup>th</sup> April 2018). This time extension was posted on the PC web site and notified to residents via the BCVRA and Berkswell Society data bases.

## 2. Attendance at the drop-in events

The purpose of the drop-in events was primarily to provide more information to residents by way of a display, copies of the plan documents & policies and for members of the NDP Committee and parish council to answer questions. A secondary purpose to explain the Berkswell village parking and traffic calming options and obtain feedback by way of an on-the-day survey. That survey was of particular interest for those living in or near Berkswell village or those driving to the village particularly residents of Balsall Common taking their children to school by car.

A count of numbers attending was conducted but given the number of attendees requiring detailed explanation and discussion on issues the counting system probably did not record all attendees as the volunteers concentrated on providing information. All three borough councillors from Meriden Ward attended a session.

Date	Location	Estimated attendance	Parking/traffic calming survey forms received
7 <sup>th</sup> April 2018	Jordan Room Berkswell Church	42	42
11 <sup>th</sup> April 2018 (evening session)	Village Hall Balsall Common	51	11
14 <sup>th</sup> April 2018	Jubilee Centre Balsall Common	125 to 150	49
24 <sup>th</sup> April	Scout House by Berkswell School	50	45
<b>Totals</b>		<b>268 to 293</b>	<b>147</b>



Berkswell village 7<sup>th</sup> April



Balsall Common 11<sup>th</sup> April (evening event)



Balsall Common 14<sup>th</sup> April (day event)

## 3. Response Levels

There were 923 responses to the questionnaire. 311 of those provided written comment and suggestions. A report on the results is published separately.