

Ferring Parish Council

Community Right to Build Order 3: Community Centre



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1_introduction

1.1 what is a CRTBO ?

A Community Right to Build Order (CRTBO) Submission is comparable to a Planning Application, but with two key differences:

- a CRTBO can only be submitted by a community group or organisation (and so are usually drafted with an eye to community benefit).
- whether or not a proposed CRTBO is 'made' depends on whether the local community as a whole votes in favour of it at a referendum.

So that this document is intelligible, it is also worth noting that there are also differences of terminology, amongst others:

- whereas a Planning Application may be 'granted', a 'Submission' CRTBO is 'made' (the result is however basically the same, that the proposals set out become accepted under planning law).

The right of qualifying bodies, in this case Ferring Parish Council, to produce and submit Community Right to Build Orders is granted under The Neighbourhood Planning (General) Regulations 2012.

1.2 why has Ferring Parish Council submitted this CRTBO?

The Council has prepared this, and it's two other CRTBO's, to support the Neighbourhood Plan. The CRTBO's do this in a number of ways:

- they help illustrate in detail particular proposals set out within the Submission Neighbourhood Plan and thus give the community a better idea of what is intended.
- they give the community the chance to decide whether or not to support these particular proposals.
- if the proposals are voted for, then the local authority (Arun District Council) will 'make' the Orders. Since this means these parts of the plan will have been given the equivalent of a planning consent, it brings them that much closer to being delivered.

1.3 the purpose and organisation of this document.

Whilst part of the purpose of this document is to illustrate proposals for one CRTBO, it also serves a second key function by providing the basis for the Local Authority to 'make' the Community Right to Build Order if it is voted for. Accordingly the document provides two distinct kinds of information and, depending on the interest of the reader the following may be a useful guide as regards how to read or use it.

For those wishing to form a view as regards both the benefits and character of the proposals the following sections of the document might be best focused upon:

- Section 1, this introduction, provides an overview of the nature and purpose of the Order and the benefits of the proposals to the community.
- Section 3, the design statement, provides both illustrations of the design proposals and has information to help provide an understanding as to why the designs have been developed as they have.

For those wishing to review planning law framework associated with the Order, the other sections of the document pertain. In particular:

- Section 2, the Order, which provides the Order definition, and sets out a number of Conditions that will need to be met so that the proposals can be implemented. These include safeguards that the community will commit itself to that will provide a number of reasonable protections to, inter-alia, neighbours close by.
- Section 6, the basic conditions statement, which shows how the proposals sit within the overarching framework of local and national planning policy.

and

- Section 7, the consultation statement, which provides a record of consultation both with the local community and with other parties on the way towards the referendum.

Of the remaining sections of the document, Section 4 & 5, relate to Archaeological and Heritage issues and will be of interest as regards such matters. Section 8 relates to Enfranchisement Rights and provides confirmation that these rights will remain exercisable.

Whilst the required contents of a Community Right to Build Order are set out in Regulation 22 of the abovementioned Neighbourhood Planning (General) Regulations 2012, it may be noted that the contents of this submission order document extend substantially beyond those requirements, and are drawn up both so as to provide a substantive and illustrated basis for the neighbourhood community to make an informed decision at referendum, and to ensure the quality of the future development.

1.4 the CRTBO's and the Neighbourhood Plan: New Housing and a New Community Centre

This Submission CRTBO 3: The Community Centre, is one of three that, together with the Submission Neighbourhood Plan itself, have been orchestrated and submitted to Arun District Council by Ferring Parish Council on behalf of the Parish as a whole.

Whilst CRTBO 1 and CRTBO 2, both propose new houses, CRTBO 3 proposes a substantial new community centre on the site of the Glebelands and Retirement Clubs, and these are all important and interrelated parts of the Neighbourhood Plan.

One reason the Plan has been drawn up is straight forward: new housing is required within the Parish by government and can't be avoided but its; type, location, purpose and benefits arising from it can be substantially influenced to the community's advantage through a Plan.

Whilst the Neighbourhood Plan documents new policies and proposals across a range of areas that need no re-iteration here, one matter it is useful to mention in this introduction is this: it is proposed in the Plan that both the housing CRTBO's will generate income to the Parish Council, through both capital receipts and infrastructure contributions, that will be used to enable the provision of the Community Centre proposed in this order. As such the Community Centre proposals are very much at the heart of the plan for the parish, and whilst the proposals for new housing have some particular benefits to the local community, the Community Centre is very much the centrepiece of the plan.

It should be recognised that the Neighbourhood Plan, and each of the three community right to build orders, will be subject to separate referenda which may happen at different times, and that each may be supported or rejected

1_introduction

on its own merits.

Following on from this it should be noted that:

- a protection has been built into CRTBO 2, an order setting out proposals for housing on the site of the current Village Hall. This is a condition ensuring that the re-development of the existing Village Hall cannot be implemented until the new community centre set out in this order is built.
- both housing orders provide important funding for the new Community Centre.

1.5 a new Community Centre to meet local needs within the Parish

Though identified during community consultation prior to and during the drafting of the Neighbourhood Plan the need for improvements to community facilities have been evidenced in community efforts over a protracted period to enable works to the existing very busy Village Hall. At the same time the community drive both to revitalise the Glebelands Club, and to provide the very popular Retirement Club with the benefit of certainty of tenure and improvements in accommodation, are all key community ambitions.

In addition to facilities available to and serving the local community generally, subject to detailed design and business planning to be carried out after the Order, the community centre may house the following: small scale offices spaces of up to 50m2 in total serving parish council, police liaison, and a drop in doctors surgery.

The community centre is likely to have 1 permanent member of staff, and may provide employment space for up to 5 further permanent or temporary persons excluding volunteers associated with the community users.

1.6 locating the New Community Centre where it best suits the community

The Neighbourhood Plan proposes the location of the new community centre on the site of the existing Glebelands and Retirement Clubs for three reasons:

- the development of a single community centre as a hub for community facilities requires a larger site than the

current Village Hall site.

- it provides an opportunity for additional parking on the adjoining recreation ground, and in consequence helps alleviate parking problems at the current Village Hall site.
- it releases the Village Hall site, which is more appropriate for residential use for downsizers due to its proximity to local shops.

1.7 CRTBO 3 Ferring Community Centre

CRTBO 3 is a proposal to make a new Community Centre of up to 1300m2 to provide a new home for those clubs currently occupying the Village Hall and the Glebelands sites. The proposal also includes the provision of new car parking at the north east corner of the recreation grounds, set out to work alongside the youth pitch.

It is an Order that is proposed on two parcels of land owned and / or tenanted by community bodies; the existing Glebelands Centre and Retirement Clubs on land owned by West Sussex County Council, and a part of the recreation ground owned by Arun District Council.

More information about the design of the new community centre may be found in Section 3 of this document, the Design Statement.

1.8 CRTBO 3 Land owners and Tenants

Underpinning the order, the following parties are in support of the proposals;

- Arun District Council, owners of the recreation ground, who support the proposals;
- The Glebelands Community Centre, tenants of the Glebelands site, and a key user group of the proposed new Community Centre;
- Ferring Retirement Club, occupants of part of the Glebelands Site, and a key user group of the proposed new Community Centre;
- Ferring Football Club, principle user group of the affected

area of the recreation ground;

- The Village Hall Trust, a key user group of the proposed new Community Centre.

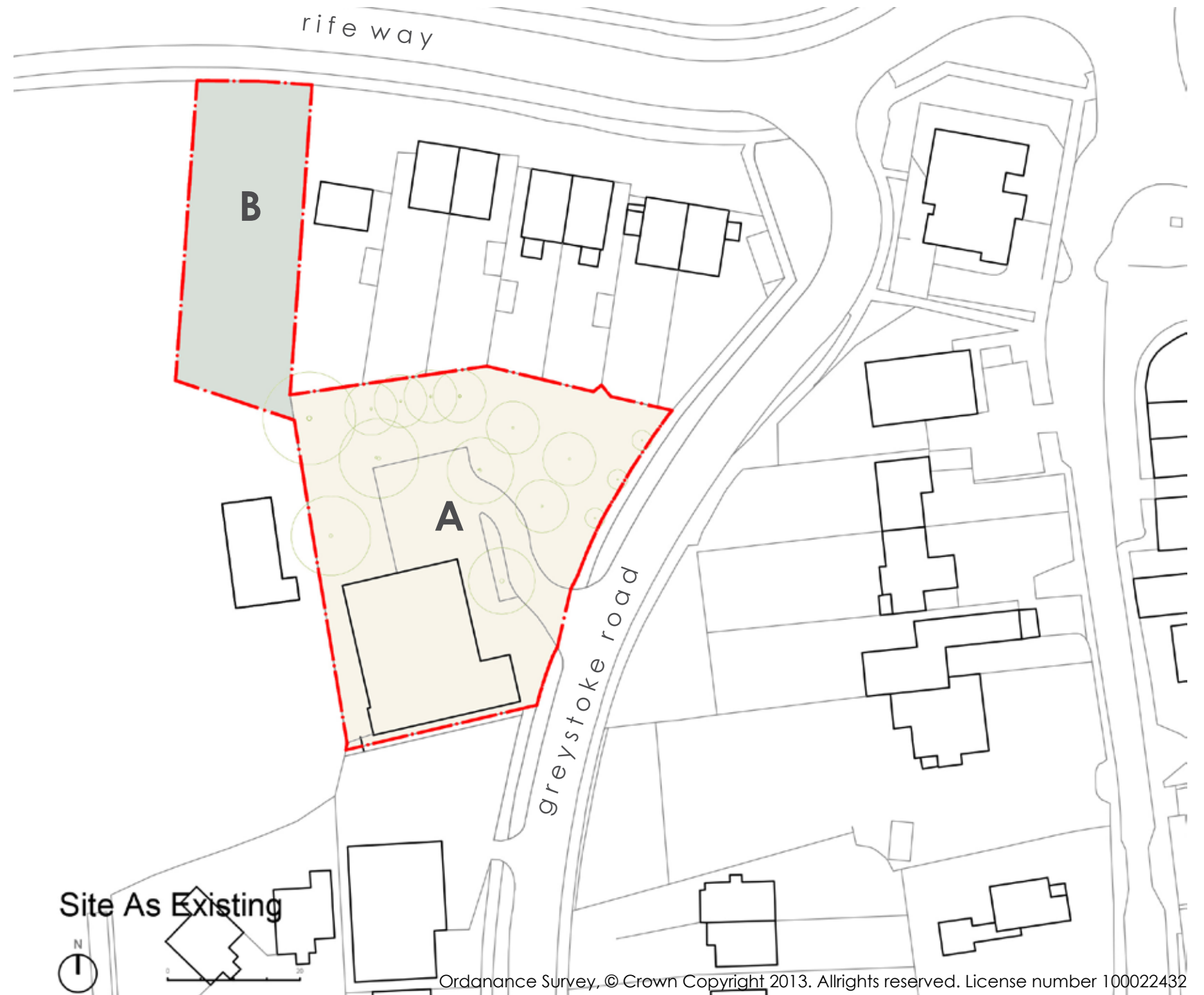
2_the order

description of development

Ferring Parish Council's Community Right to Build Order 3 proposes development of land at the Glebelands Community Centre, Greystoke Road, Ferring, Sussex BN12 5JL, and of car parking on land within the adjoining recreation grounds.

On a site area of 0.287Ha, the proposals are for; the demolition of the existing community centre and retirement clubs; the new build of a 2 storey community centre of up to 1300m² gross internal floor area; two new access points from Greystoke Road together with a new drop off and parking area for those working within the centre and for disabled users providing up to 20 spaces in total; the construction of a new car parking area to the north eastern corner of the recreation grounds for up to 36 cars in total, with new access from Rife Way and a new footpath linking this car park with the new community centre; new hard and soft landscape works within the site and to include a new boundary fence to the western boundary of the car park; a new emergency access point to the recreation ground through the southern or western boundary of the car park.

the site



key

- A. glebelands recreation centre
- B. north east corner of the recreation ground

fig. 1: site as existing

2_order conditions

2.1.1 Time Limit

The development hereby permitted shall begin before the expiration of fifteen years from the date of approval of the Order.

Reason: in order to achieve a balance between allowing a reasonable time period for the details and any delivery mechanism to be agreed and set up and the community to participate with the need to achieve sustainable development.

2.1.2 Construction Management

No development shall take place until a Construction Method and Management Statement has been submitted to and approved in writing by the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for:

- traffic management within the site confines and delivery times and routes in and out of the site
- the parking of vehicles of site operatives and visitors
- loading and unloading of plant and materials
- storage of plant and materials used in constructing development
- the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate
- wheel washing facilities
- measures to control the emission of dust and dirt during construction
- a scheme for recycling / disposing of waste resulting from demolition and construction works
- a restriction on any burning of materials on site

Reason: to safeguard the safety and amenity of local residents.

2.1.3 Scheme for Foul and Surface Water Drainage

No development hereby permitted shall take place until details of foul and surface water sewerage disposal have been submitted to and agreed in writing by the local planning authority. No buildings hereby permitted shall be occupied until foul and surface water sewerage disposal works have been implemented in accordance with the agreed details.

Reason: To ensure consideration is given to sustainable drainage in accordance with national and local policy and in the interests of achieving sustainable development.

2.1.4 Landscape

No development hereby permitted shall take place until a scheme of landscaping has been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. These details shall include details of all existing hedgerows and trees and details of those to be retained, together with measures for their protection in the course of development.

Reason: to ensure existing landscape features of note are retained and integrated into a landscaping scheme.

2.1.5 Landscape Implementation and Maintenance

All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the development hereby permitted or the completion of the development, whichever is the sooner. Any trees or plants which, within a period of five years from the completion of the development, die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless the local planning authority gives written approval to any variation.

Reason: to ensure the sustainability of existing and proposed landscape features.

2.1.6 Ecology

No development hereby permitted shall take place until ecological surveys have been carried out in accordance with Natural England Technical Information Notes to confirm the presence or absence of ecologically important fauna on the site and until a scheme for the protection and enhancement of the ecology of the site has been submitted to and approved in writing by the local planning authority and the scheme shall include mitigation measures such as may be required and shall be carried out as approved.

Reason: To protect and enhance the ecological value of the site in line with national planning policy in accordance with Arun District Local Plan policies GEN7, GEN29 and GEN30.

2.1.7 Lighting

No development hereby permitted shall take place until a scheme assessed against ILE Guidance for external lighting has been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved.

Reason: To control the residential amenities of the local environment in accordance with Arun District Local Plan policies GEN7, GEN33.

2.1.8 Transport Statement

No development hereby permitted shall take place until a Transport Statement is submitted to, and its contents agreed with, the Local Planning Authority.

Reason: To ensure that the potential of the development to encourage sustainable transport choices has been properly understood and considered by the developer in line with national policy.

2.1.9 Highways and Access

Development shall not be commenced until details of the access for vehicles, cyclists and pedestrians including any works to the junction with Greystoke Road and Rife Way, have been submitted to and approved in writing by the local planning authority, and the development shall not be occupied until those works have been constructed in accordance with the approved details. See informative 2.2.2.

Reason: To ensure satisfactory standards of access into and within the proposed development in accordance with national and local plan policies.

2.1_order conditions

2.1.10 Car and Cycle Parking

No part of the development shall be first occupied until car and cycle parking spaces have been constructed in accordance with plans and details submitted to and approved in writing by the Local Planning Authority. These spaces, including those identified as “7 - Visitor Parking” in the illustrative site plan, shall thereafter be retained at all times for their designated use.

Reason: to ensure timely provision of car and cycle parking space serving the community centre, and thus the amenity of local residents.

or closed, there is no overlooking of those parts of private gardens and/ or residential habitable rooms within that distance.

Reason: To protect the amenities and privacy of adjoining residential properties in accordance with policies GEN7, DEV19 of the Arun District Local Plan.

2.1.11 Layout, Scale, Design and External Appearance

Details of the layout, scale, design and external appearance of the buildings hereby permitted including details of the materials to be used in the construction of the external surfaces shall be submitted to and approved in writing by the local planning authority before the development begins and the development shall be carried out as approved.

Reason: to ensure sustainable development and having regard to national policy and the local plan.

2.1.12. BREEAM

The community centre shall be designed and constructed to meet a minimum BREEAM Level Pass, unless agreed by the local authority.

No development shall commence until arrangements for assessment and implementation, by duly accredited parties as necessary, have been agreed with the local authority.

Reason: To ensure sustainable development and having regard to national policy and the local plan.

2.1.13 1st floor windows within 20m of private gardens to the north of Greystoke Mews

1st floor windows proposed within 20m of gardens to the rear of Greystoke Mews must be designed so that, whether open

2.2_order informatives

2.2.1 Highways Act

Prior to commencement on site, completion of a S278 Agreement with West Sussex County Council as the Highways Authority will be required under the 1980 Highways Act – Works within the Highway, to cover off-site highways works.

2.2.2 Highways and Access

The parish will need to carry out detailed design works liaising with West Sussex County Council Highways Department to meet Conditions 2.1.8 & 2.1.9 & 2.1.10.

2.2.3 Stage One Road Safety Audit

A Stage One Road Safety Audit and Designers Response in accordance with the WSCC Audit Policy, will need to be provided prior to any development commencing.

2.2.4 Planning Obligation

The development permitted by this order does not require any planning obligation since the development proposals are for community infrastructure.

3_design statement

introduction

This section of the Order describes the project proposals and the design process that led to these proposals. It follows the format of a design statement that would normally accompany a planning application, considering first the context of the site and then carrying out an analysis of both the context and the site to establish the constraints as set out in section 3.2.

From this analysis, a design concept was developed that responds to the constraints and opportunities and makes provision for needs of the project as described in section 3.2. The design concept sets out a series of basic development parameters for the site that will control massing, scale and form of the building, and its relationship to its surrounds.

The design process involved the consideration of different options for the layout in response to further investigation of the technical issues and feedback from consultation with the local community and other parties. The different layout options that were considered are described in section 3.2. A public consultation event was held to review the draft proposals prior to finalising the scheme and drawing up the Order.

Section 3.3 sets out the project proposals for which this Order is being made. They are set out as plans sections and elevations to describe the physical scale, form and appearance of the building, along with three dimensional sketch studies and reference images to describe the character of the proposals and their relationship to their setting.

After the Order is approved further work will be carried out to develop detailed design proposals that will form the basis for demonstrating technical compliance with statutory standards and for construction. Conditions have been included in this Order, as set out in section 2.1, specifying what further information and approvals will be required in order to implement the project.

The development of the detailed design proposals following approval of the Order will also include accommodating the outcomes and recommendations of a Business Plan and Funding Plan for the scheme which may affect the overall size of the building and the detailed layouts.

For this reason the element of the Order relating to the Glebelands Community Centre site, has been framed to accommodate the development of a building of up to 1300 m², and up to 20 car parking spaces within the context of a set of defined development parameters and design principles, whilst providing some flexibility for the detailed design to accommodate the needs of the Business and Funding Plans.



fig. 2: ferring village aerial

3.1_brief

The Neighbourhood Plan makes provision for the development of a community centre and ancillary uses with associated car parking, access and landscaping works on land at Greystoke Lane.

A steering group was set up by Ferring Parish Council to progress this Order, and meetings were held to develop a brief, consider layout options and agree the design proposals that are set out in Section 3.3 of this report.

The project brief for the Order was developed by the steering group in consultation with the existing users of the village hall to determine the requirements of the existing clubs, activities, functions and events that are to be replaced.

The steering group also included representatives of the Rifers Community Centre that currently occupies the site of the proposed building and whose functions will also need to be accommodated in the new building.

Further uses such as a drop in doctor's surgery, parish council offices, a police liaison office and provision for the relocation of the existing library facility were also considered and included in the brief.

Schedule of accommodation

The following uses and areas were agreed by the steering group as a brief for designing the design proposals.

Main Hall & Theatre

Hall	21 x 11	231
Stage	7 x 10	70
Backstage	3 x 11	33
Storage		60
Total		394

Event Rooms

Event room 1	8 x 11	88
Event room 2	9 x 12	108
Library	9 x 9	81
Retirement	8 x 9	72
Club Room	8 x 11	88
Total		437

Circulation, Services & Support

Foyer/reception		120
Kitchen		50
WCs		50
Plant		50
Clerk	4 x 12	48
Meeting	5 x 6	30
Medical	4 x 9	36
Police	4 x 4	16
Total		400

TOTAL		1,231m²
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3.2_design process

contextual analysis

the context

The village structure (fig. 2) is defined by the built footprint which is concentrated within a strip running between the A259 and the coast. To the east and west of this strip are remaining open areas of land that provide a sense of separation between Goring by Sea to the east and East Preston to the west.

The London Victoria to Littlehampton rail line operated by Southern Rail runs east west through the village (1) parallel to, and some 400m to the south of the A259. The two parts of the village are linked by a level crossing point (2) on Ferring Street that is controlled by an automatic barrier. The village centre (3) is just to the south of the railway line focussed on the shops and businesses, village hall and village green (4) clustered around Ferring Street.

There are two further green spaces that lie within the site context; the Glebelands Recreation Ground (5) which is just to the south of the Village Green, and the Little Twitten Recreation Ground (6) a little further south.

The site (7) is located on the western side of Greystoke Road next to the Glebelands Recreation Ground, approximately 200m south of the existing village hall and shops, and 150m south of the village green.

The local context (9) is predominantly residential, although the more immediate surrounds (8) include a more varied mix of building types and scale.

summary

The site is well located, close to the existing village core and accessible. It is also close to the village green and next to the recreation ground, giving it an open green outlook and the potential to support and benefit from the activities and use of these areas.

The scale and use of the buildings in the immediate surrounds is more mixed than the wider residential setting, making this location suitable for a non-residential use such as a community facility.

In summary, the redevelopment of this site for a new community facility has the potential to be part of, and make a positive contribution to the structure and vitality of the village core.



fig. 3: site context

3.2_design process

site analysis

the site

Although the context is predominantly residential, there are larger scale structures within the immediate site context including St Andrews church and the residential care home to the south, the library (1*) opposite the site and the Baptist Church (2*) adjacent to the southern boundary.

The setting is characterised by a number of established landscape features including individual trees, groups of trees and planted boundaries that provide some enclosure to the site and protect the residential amenity of the existing houses.

The northern boundary adjoins residential back gardens and includes a belt of mature trees (3*) that extends into the recreation ground. The eastern boundary overlooking Greystoke Road faces a continuous back garden fence line that includes a number of trees and shrubs (4*) providing a screen to the back gardens of properties off Ferring Street. The southern boundary abuts the car parking area (5*) to the Ferring Baptist Church and is defined by a continuous 2m high hedge line.

The western boundary adjoins the Glebelands Recreation Ground (6*) which is the largest public open space within the village. The recreation ground includes football pitches and tennis courts and is enclosed by built development, which is mostly residential, apart from an open boundary to Rife Way along its northern edge.

Arun District Council owns the recreation ground, and licenses the area used as Ferring Football Club's principal playing field to the football club. It also leases the single storey changing pavilion (7*) that sits on the eastern edge of recreation ground adjacent to the site for the proposed community centre.

There is an existing building on the site (8*), the Ferring Retirement Club which is a single storey brick building, occupying the southern part of the site. The northern part of the site is used as a parking area which is served by an existing vehicle access off Greystoke Road.

The site is relatively flat and within a Zone 1 flood risk area. The HER record confirms that the site is not within a conservation area and that there are no other designations that might

affect development. The trees on the site are not subject to TPO's.

summary

The existing building is not suitable for conversion or extension to provide the new facilities. The project will require the demolition of the existing building and redevelopment of the site.

A building for community use as envisaged by the brief would not be out of keeping with the scale and character of the existing context, although any proposals will need to take account of the existing residential amenity of its neighbours.

There are landscape features within the site and that are part of its context which any proposals should seek to protect and integrate where possible to contribute to the setting and protect amenity.

The open aspect and relationship to recreation ground provides opportunities for views, access and external space and should be considered as part of the development of any design proposals.

There is an existing vehicular access to the site and there are no known technical constraints that would prevent the redevelopment of the site to provide the facility set out in the brief.

(*) - see figure 10 overleaf



fig. 4: ferring library



fig. 5: ferring baptist church



fig. 6: existing mature tree line

3.2_design process



fig. 7: trees and hedgerow on greystoke road



fig. 8: glebelands recreation ground



fig. 9: ferring glebelands and retirement clubs



fig. 10: the site

3.2_design process

constraints

A constraints plan, adjacent, summarises the key design issues that the development of the site will need to address. The design issues relate mostly to the physical features and setting of the site.

The residential amenity of the existing houses and back gardens (1*) along the northern boundary are to be protected.

The existing tree belt (2*) along the northern boundary of the site is to be retained where possible and included in the landscape proposals for the site to provide screening and enhance the setting of the proposals.

The design proposals should take account of the existing landscape screen (3*) opposite the site along Greystoke Road to enhance the setting of the proposals.

The main vehicular and pedestrian approach along Greystoke Road (4*) will need to take account of presence and visibility from the north and the south.

Vehicle access (5*) will be from Greystoke Road.

The building layout and external spaces will need to take account of open views and the existing pavilion (6*).

The privacy of the existing houses along the southern boundary of the recreation ground (7*) is to be maintained.

Pedestrian access (8*) from recreation ground and village green is to be integrated where possible, with landscape screening (9*) provided.

New parking on the recreation ground should ensure the continued functionality of the area of the recreation ground used, on occasion, informally and without licence, as a location for Ferring FC youth games (10*).

(*) - see figure 11

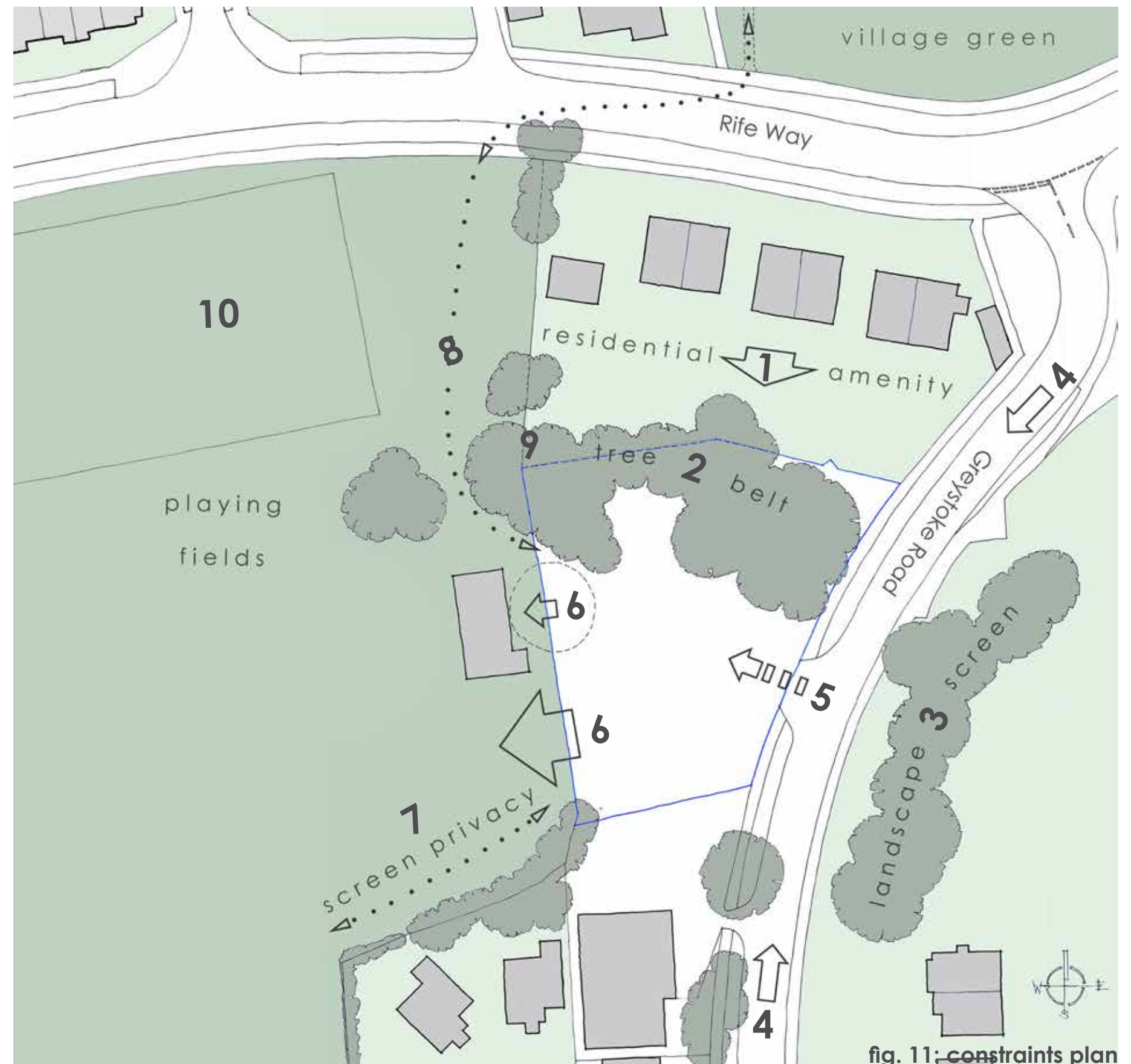


fig. 11: constraints plan

3.2_design process

site concept

Based on the brief, the analysis and the work carried out with the steering group, a development framework was agreed and a number of different building layout options tested. The development framework establishes the following:

1. Residential boundary: to maintain separation from the existing residential back gardens along the northern boundary of the site, the building footprint will be set back.
2. Landscape screen: to maintain privacy, screen views and overlooking between the site and the existing residential back gardens along the northern boundary of the site, parts of the existing tree belt will be retained and reinforced with additional planting.
3. Building location: the building will be located towards the south western part of the site to maintain separation from the residential boundary and allow retention of parts of the existing tree screen.
4. Building footprint: the building footprint will be aligned with the western boundary of the site leave space adjacent to Greystoke Road for access, parking and a drop off point.
5. Building scale: To accommodate the building area within the proposed footprint limits will require a two storey building form.
6. Presence: The building will have two principle elevations, one facing onto Greystoke Road and the other onto the recreation ground.
7. Entrance: The main entrance will be from Greystoke Road and the elevation will be designed to create a focal point when approached from the north and the south.
8. Views: The layout will be designed to benefit from views across the recreation ground.
9. External space: The layout will be designed to accommodate external space overlooking the recreation ground.
10. Parking: a parking area will be provided adjacent to the main building entrance to meet disabled and staff needs, with a further controlled parking area with a controlled access off Rife Way on the northern part of the recreation ground to serve the building and the users of the playing fields. Secure cycle parking will also be provided.



fig. 12: site concept

3.2_design process

building concept

The spatial requirements set out in the brief with the steering group give an overall gross internal floor area of around 1,300m² which can be broken down into three similarly sized elements each of around 400m² each:

1. A Theatre with stage, backstage and storage areas.
2. Event Rooms to accommodate existing and future clubs and activities.
3. Circulation, services & support functions including the foyer/reception, kitchen, WCs, plant and meeting rooms. On top of this there will be a 'fit factor' to take account of the building form, layout and circulation, which will affect the final size of the building.

Each of the three elements has different spatial requirements. The Theatre is the largest space and requires greatest headroom, whilst the Event Rooms require flexibility to accommodate a range of existing and future activities. The Circulation, Services & Support functions will need to be planned efficiently to serve both the Theatre and Event Rooms and help create character & event that will make the building attractive to use and hire for a variety of functions.

As the main volume within the building, the Theatre will host the larger scale events for the community and as such it will be the equivalent to the traditional 'village hall'. Many of these events, such as film, theatre, meetings and so on will be internally focussed with limited connection to the outside. The roof form of this space will be important both in creating an attractive internal world and to give the building a recognisable presence.

The other function rooms have been grouped into a two storey 'Wing'. These spaces will provide for a number of the existing clubs, functions and activities including the Retirement Club, Dance, Art, Keep Fit, WI and Dog Training. The wing will also be planned to accommodate a library, visiting medical services, parish clerk's office and police point. Short and long term flexibility will be important.

The circulation, services and support functions will be used to link the other two spaces together and provide architectural event. The layout will aim to minimise circulation, or make it part of a functional space such as the foyer.

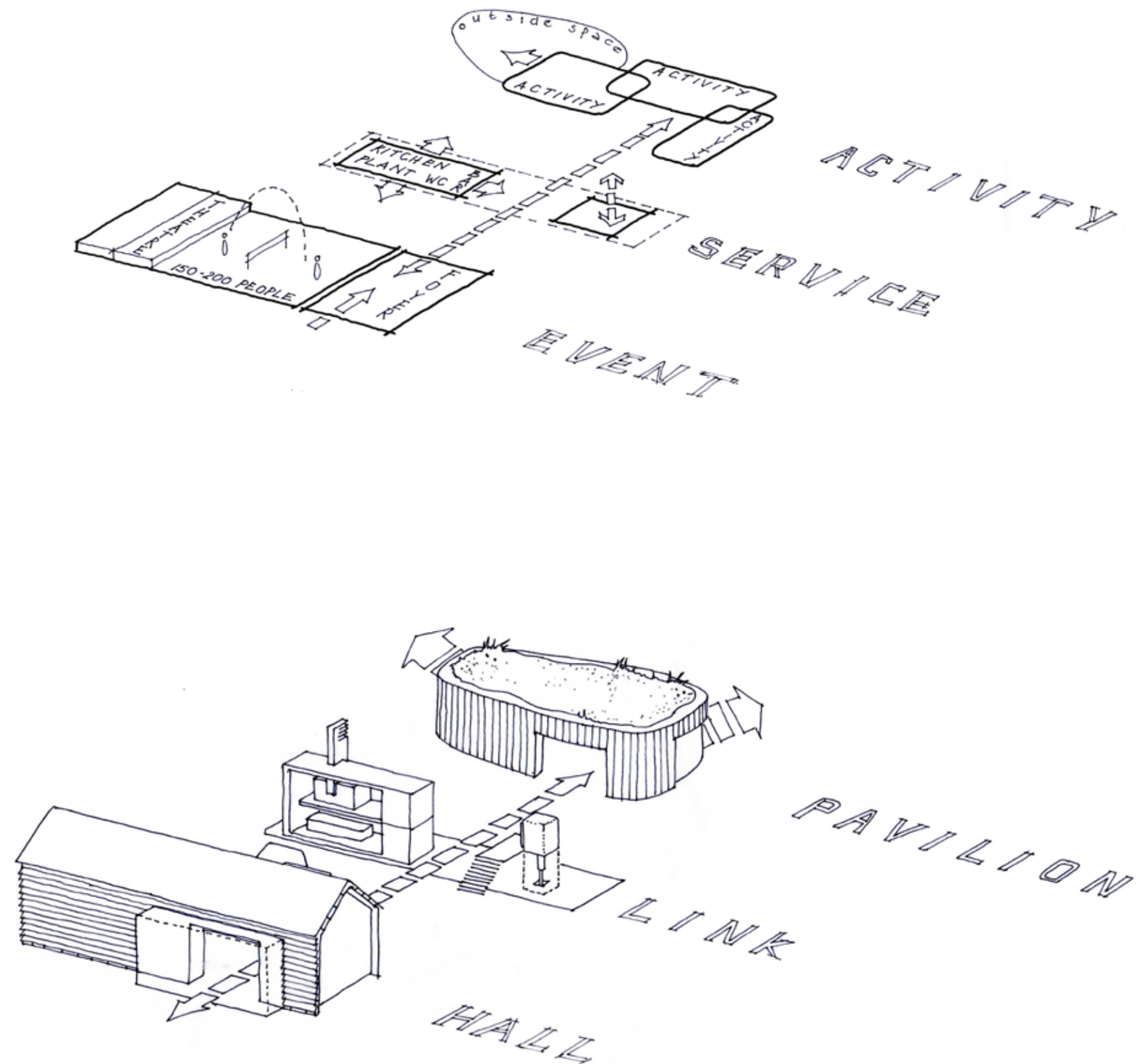


fig. 13: building concept

3.2_design process

design development

A number of layout options were considered to test how the building concept elements might be arranged on the site to respond to the constraints of the site and create presence:

Option A

Option A places both the Hall and the Wing parallel to the western boundary with the Wing overlooking the playing fields. The foyer forms part of the Hall leading to a glazed circulation link.

Option B

Option B rotates the Hall through 90° parallel to the northern boundary. The Wing plan has become square to take up the geometry of the site and the link between the Hall and Wing has become more extensive forming the entrance and foyer.

Option C

Option C is based on a combination of Options A and B with a shaped wing to take up the geometry of the site and the foyer forming part of the Hall with a more extensive glazed circulation link. This layout includes a second entrance from the playing field parking area.

Option D

Option D is similar to Option A with the Hall and the Wing parallel to the western boundary, but with the Hall overlooking the playing fields instead of the Wing. The foyer forms part of the Wing acting as a circulation space and spill out area for the Hall, and providing the circulation to the upper level.

Summary

Option D was the preferred option as it provides a combination of; a compact plan, the opportunity to open up the life of the building to Greystoke Road, an entrance and façade with presence on Greystoke Road and a Hall that opens onto the playing fields. This option has been worked up in more detail as a basis for this Order and is shown in more detail in the following section.

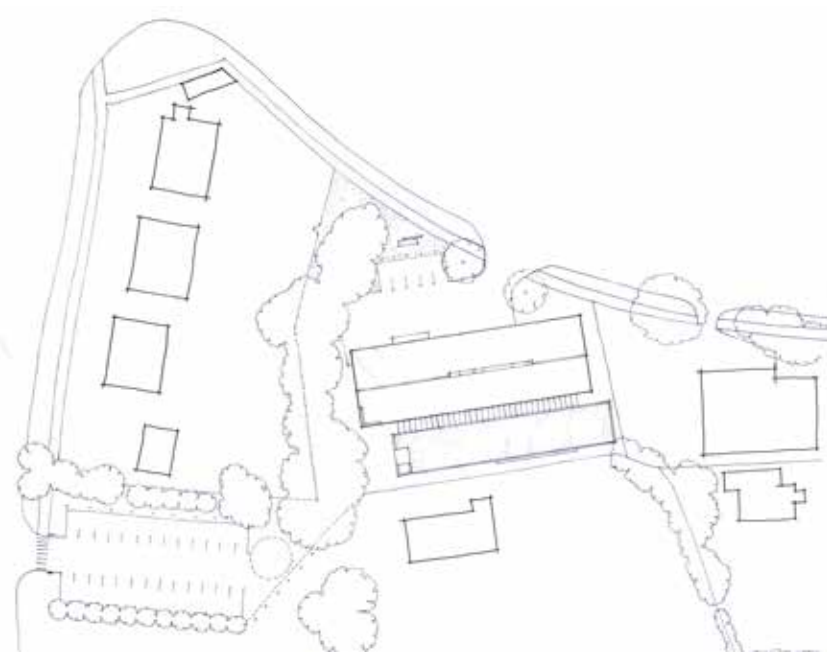


fig. 14: Option A

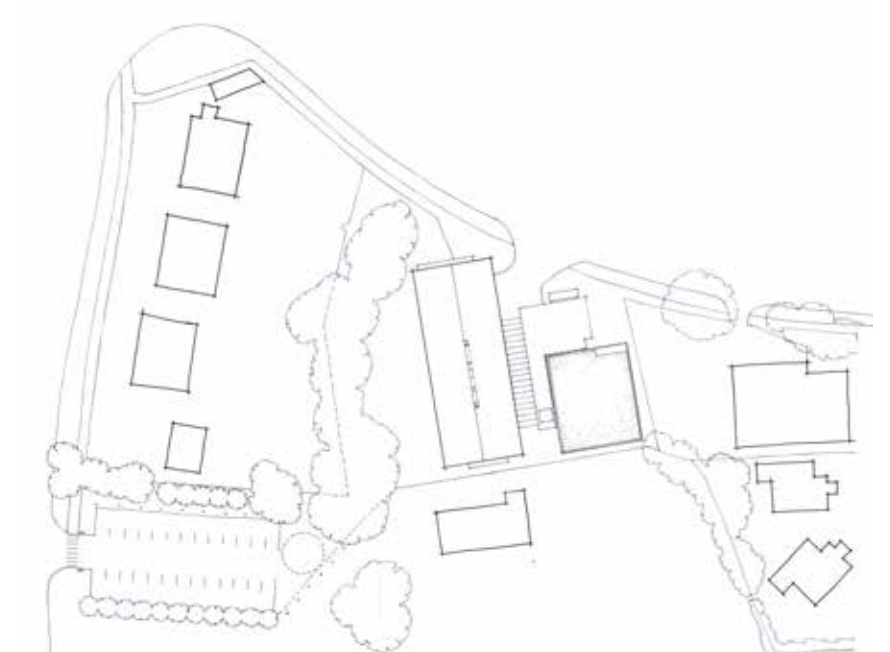


fig. 15: Option B

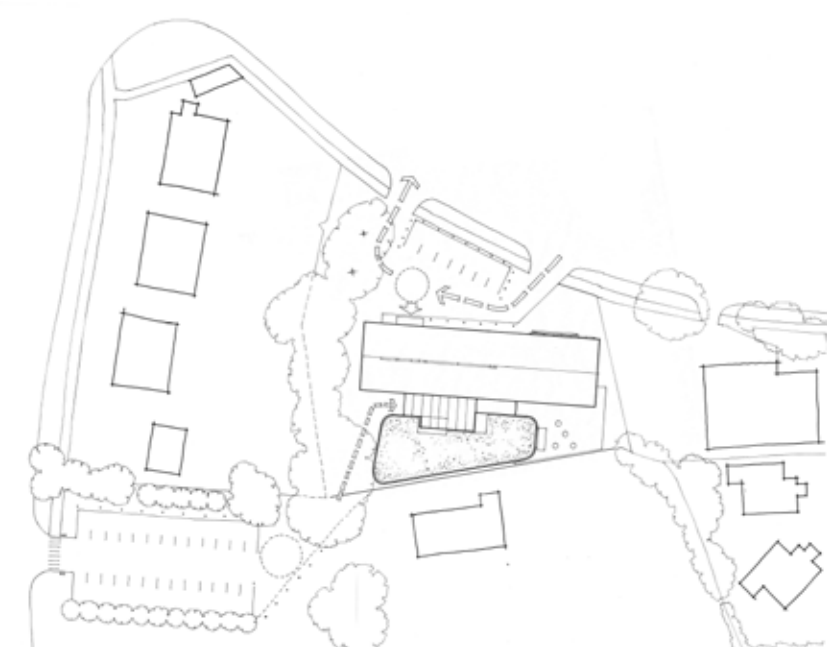


fig. 16: Option C



fig. 17: Option D

3.3_project proposals

a new community hall on Greystoke Road

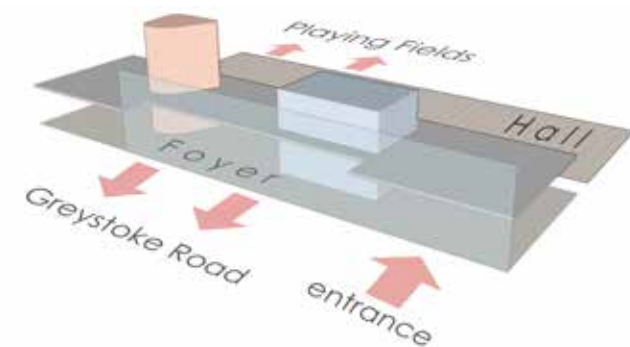
concept 1

The building is planned around two spaces; a hall overlooking the playing fields, and a two storey wing overlooking Greystoke Road. The two storey wing will provide flexible space for clubs and activities. The hall will provide space for larger scale events and activities with capacity for 150 – 200 people and opening onto the playing fields.



concept 2

The foyer forms the hub to these activities. It has an open plan layout and sits behind a glass wall making its life and activities visible from the street. A main stair, lift, reception and services are arranged as two 'pods' within the foyer, to help keep the space flexible and fluid and provide architectural interest. The upper floor is set back creating a void that connects the two spaces, encouraging activities to flow between them and bringing daylight deeper into the plan.



The illustration above is a Site Plan of the proposal showing:

- | | |
|-----------------------|----------------------------------|
| 1. Entrance | 6. Disabled & staff parking area |
| 2. Foyer | 7. Visitor parking |
| 3. Hall | 8. Pedestrian link |
| 4. Terrace | 9. Emergency access |
| 5. Existing pavillion | 10. Junior football pitch |

NOTE:

On site parking will be provided for disabled users and staff, shown as (6) on the plan. An additional area for parking is proposed with access from Rife Way, shown as (7) on the plan. This will provide for up to 36 spaces without affecting the sports uses. Access to this parking area would be controlled.

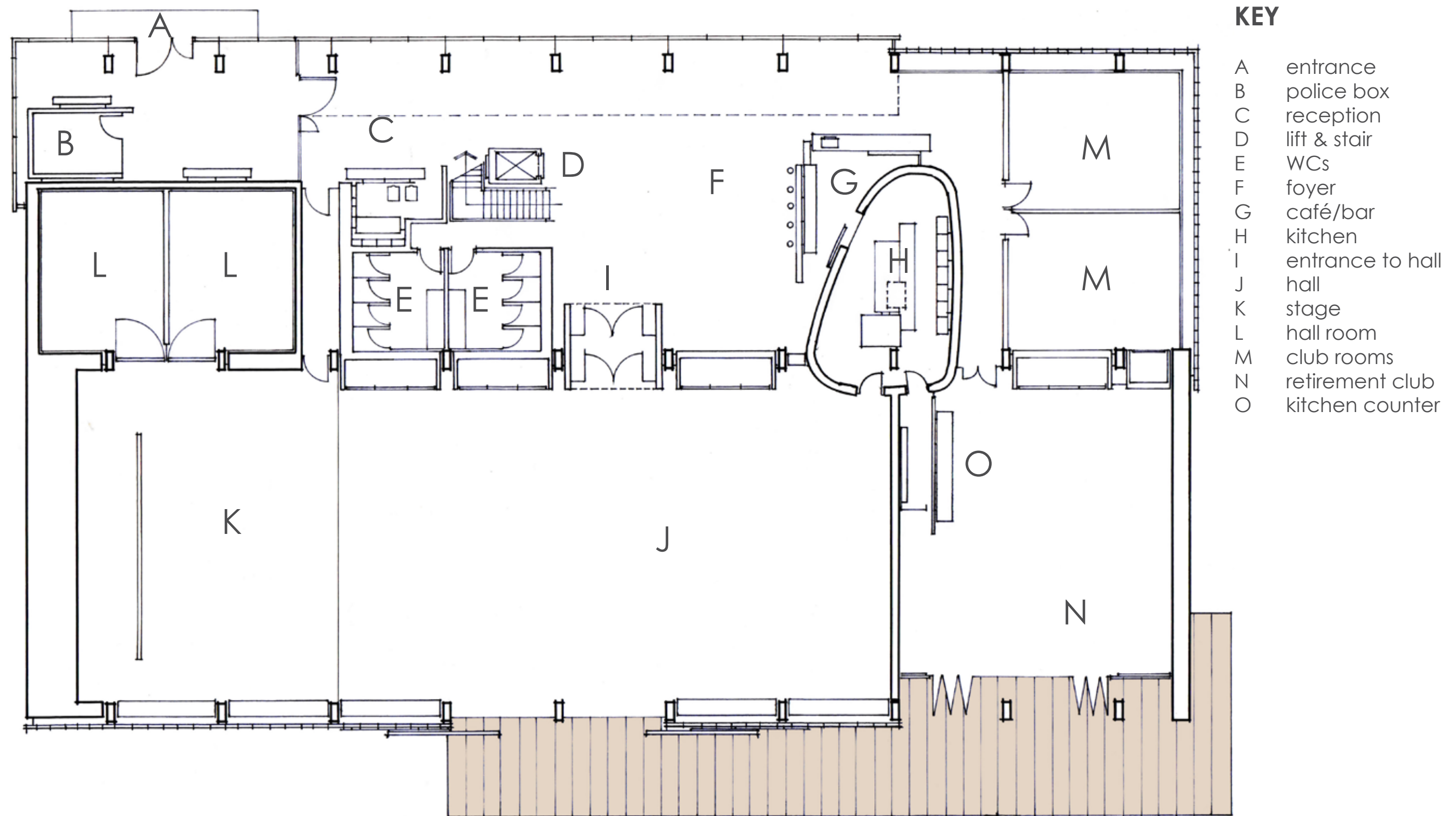
3.3_project proposals



Roof Plan

Roof plan showing the wing with a planted roof facing onto Greystoke Road. In the space between the building and the road, parking for staff and disabled with a drop off point. Two points of access to allow for less obstructive drop off at the entrance. Parking area along the eastern edge of the playing fields with a drop off and pedestrian link to the main entrance. The hall with a terrace along its southern part overlooking the playing fields.

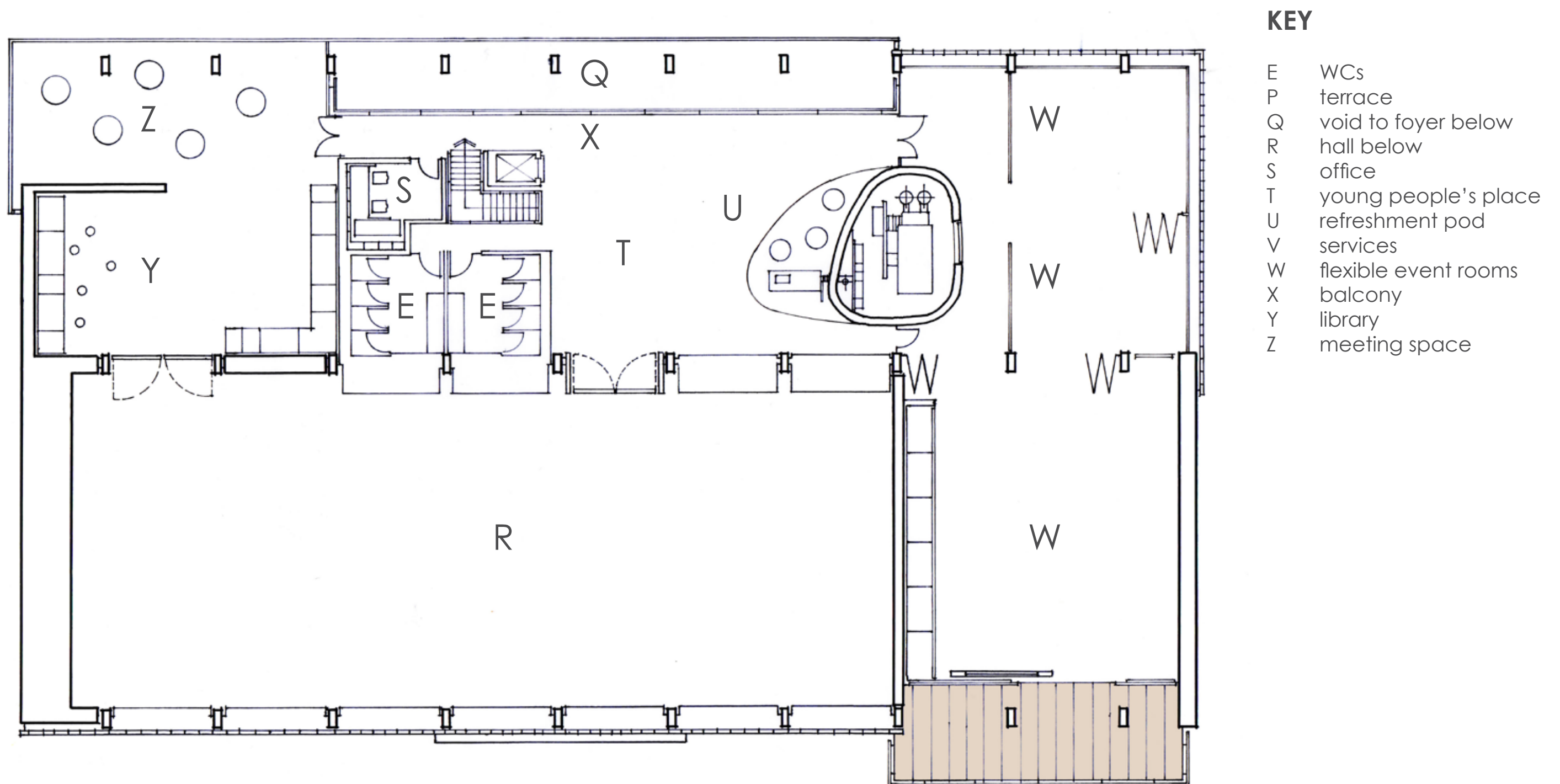
3.3_project proposals



Ground Floor Plan

The plan organised around two objects that are located to serve a mix of functions and to animate the spaces. The stair, lift and reception overlook the street, entrance and foyer and are used to provide a façade to the WC block. The pod contains the back of house kitchen functions and provides an architectural backdrop to the foyer and café/bar. The kitchen also serves the Retirement Club and the main Hall, both of which open onto a west facing terrace.

3.3_project proposals

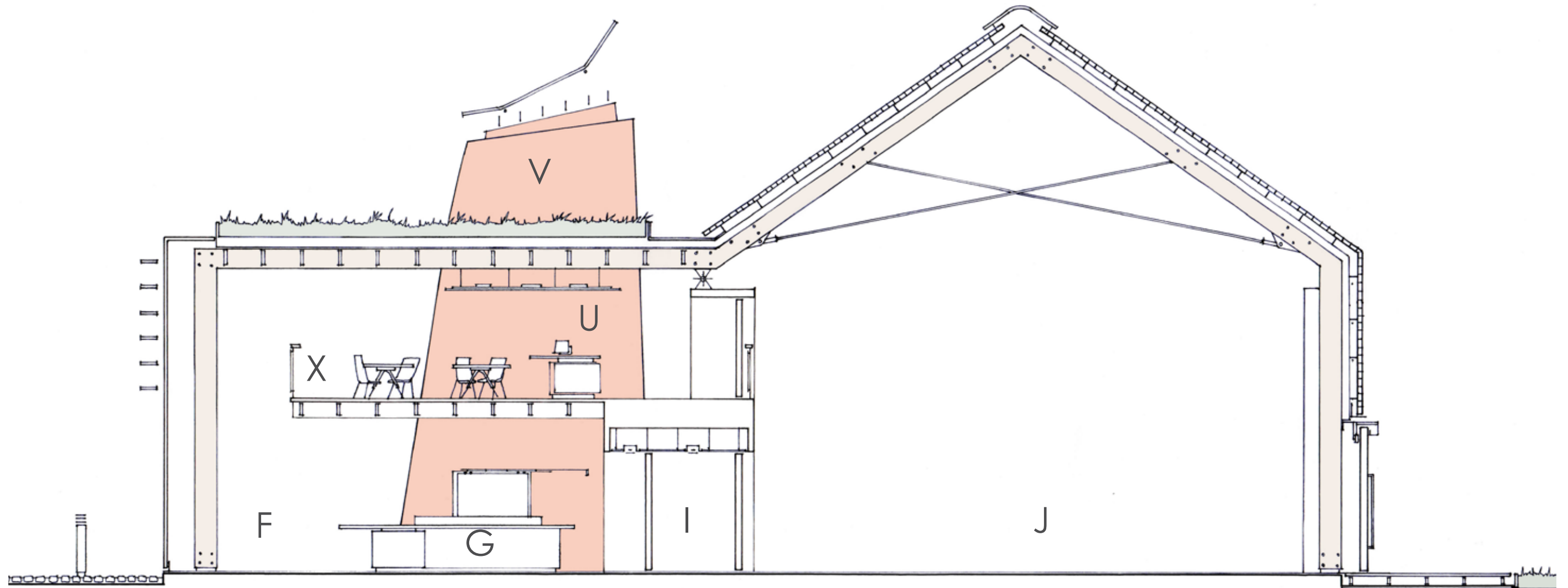


First Floor Pan

At first floor level the stair, lift and WC layout is repeated with the addition of an administration office, and the pod extends through the building providing a centrally located enclosure for services. The areas adjacent to the pod can thus have easy access to refreshments. Doors and balustrades between these areas and the main hall provide an opportunity for the upper levels to watch the activities within the hall.

At this level the floor is cut back above the foyer along the main façade to bring daylight into the plan create a visual connection between the two levels and to animated facade.

3.3_project proposals



KEY

F	foyer	I	entrance to hall	V	services
G	café/bar	J	hall	X	balcony
H	kitchen	U	refreshment pod		

3.3_project proposals



sketch view 1

The illustration above is a view looking towards the entrance of the new building from Greystoke Road. It shows the double height glass wall with the foyer space behind, and the upper floor set back creating a gallery. The gallery connects the library and meeting space which sits above the entrance and looks onto the street, with the activity rooms that sit at the other end of the building. Materials being considered include timber and tile cladding for the walls and a planted 'green' roof as shown in the building section drawing.



sketch view 2

The illustration above is a view of the interior of the building looking past the reception, across the foyer to the services pod that houses the kitchen and plant. The pod is located to provide flexible kitchen facilities to a number of spaces and activities, and designed as an architectural backdrop to the café/bar. On the first floor it will also help define the young people's space and provide it with a refreshment point. The pod will be used for natural ventilation and heat recovery to help reduce energy bills and carbon costs.



4_archaeology

As required under The Neighbourhood Planning (general) Regulations 2012, Regulation 22(1)(d), the following is an Archaeology Statement per Regulation 22(2)(a)(b)(c)

4.1 Historic Environment Record review

The Historic Environment Record (HER) for the neighbourhood area has been reviewed, per regulation 22(2)(a).

This review included the following documents published by West Sussex County Council:

121_HER_Data_Map
121_HER_Data_Report
121_Registered_Park_or_Garden_Map
121_Registered_Park_or_Garden_Report
121_Listed_Buildings_Map
121_Listed_Buildings_Report
121_Historic_Landscape_Characterisation_Time_Depth_Map
121_Historic_Landscape_Characterisation_Broad_Character_Type_Map
121_Historic_Landscape_Characterisation_Character_Type_Map
121_Historic_Landscape_Characterisation_Report
121_Scheduled_Monument_Map
121_Scheduled_Monument_Report

It was noted that the Archaeological Information within the HER records are contained within:

121_HER_Data_Map
121_HER_Data_Report

4.2 Review findings

The 121 HER Data Map & Report provides records of 75 “monuments” within an approximate 1.5km radius of order site, perhaps half of which are within the Neighbourhood Area, Ferring Parish.

The above records fall broadly into two categories: a cluster associated with Highdown Hill, towards the north of the parish at c. 1km north of the order site, and the remainder which present a fairly even spread across the rest of the parish. Of this latter category the following are archaeological:

Roman: MWS...
3133 - Find - Pottery
3140 - Find - Cremation Urn
3141 - Find - Pottery

3151 - Find - Cremation Urn and Jug
3156 - Evidence
3158 - Find - 3 vessel fragments - C4 Pottery Pit
5562 - Find - Pottery Cremation Vessel

The record of this find notes that it is a sensitive area vis a vis Archaeology.

Bronze age: MWS...
3136 - Find - Palstave
3171 - Find - Burnt Mound & Bronze Age Hoard

Neolithic: MWS...
3131 - Find - Axehead
3160 - Find - Half flint axe

There are no records of findings within the site to which the submission order relates, the closest appears to be MWS3158, at approximately 250m south of it.

4.3 Impacts on the order proposal

The records indicate widespread archaeological findings across the neighbourhood area, but the patterning of these does not suggest that the order site is archaeologically sensitive. At the same time the site of the order has been dug, through its use for the community centre currently on the site, and has thus been subject to disturbance.

Accordingly West Sussex County Council Archaeology Team, to whom the parish were referred by English Heritage, considers proposals “de minimis”, and require neither alteration to proposals nor their conditioning.

5_heritage

5.1 heritage assets

The proposals site neither affects a listed building nor the setting for a listed building, none being within sight of the site.

The proposals site is north and north west of, and close to, the boundary to the Historic Core of Ferring, a conservation area, and is separated from it by Greystoke Road to the east, and a distance of some c.100m to the south.

5.2 Ferring Historic Core

The historic core of Ferring is referenced in the Historic Environment Report: HLCUID reference HWS24152, and as follows: as a hamlet, a manor site, of period “early medieval/dark age - 410AD to 1065 AD, fully described as West Ferring AD 765 ‘Feringas’ BCS 198 [EPN] Church of St Andrew C13.

5.3 English Heritage

The proposals site is not within the conservation area and as such English Heritage are only consulted through the statutory process where either:

- development which affects the character or appearance of a conservation area and which involves the erection of a new building or the extension of an existing building where the area of land in respect of which the application is made is more than 1,000 square metres;
- the material change of use of any building where the area of land in respect of which the application is made is more than 1,000 square metres or
- the construction of any building more than 20 metres in height above ground level.

Of these criteria the latter two do not apply:

- there is no material change of use on the site, which is a community centre both now and as proposed.
- The construction will be two storey and will not be over 20m in height.

The third criteria may apply if the proposals affect the character or appearance of a conservation area.

5.4 The Character and Setting of the Conservation Area at its boundary on Greystoke Road opposite the proposals site

The boundary to the conservation area opposite the proposals site comprises the well vegetated back gardens of houses within and bounding the conservation area, set within a mixture of modern brick and timber fenced boundaries (see figure 7 in the Design Statement above).

From within the conservation area the proposals site is not visible excepting on tip toe over the abovementioned fences.

The approach to the conservation area is given character partly by the abovementioned substantive soft landscaping, and this is in turn contributed to, in some small measure, by the vegetated setting of the existing Glebelands community centre and its set back from the street boundaryline (see figures 6 & 9 above).

5.5 Proposals Response

The plan form of the proposals, though of larger footprint, substantially echoes that of the existing buildings on the site.

The site constraints and concept plans, figures 11 and 12 in the design statement, illustrate the approach taken to soft landscape features and are reflective of the importance of achieving an acceptable balance between maintaining an appropriate landscape setting both for the proposed new building and for the conservation area, and the need for the proposed new community centre to be of a scale suitable to the needs and aspirations of the community.

The proposed new buildings will be a mix of high ceiling single storey and two storey accommodation, set back from street boundary, providing an opportunity for new planting between street and building, and featuring a street facade topped by green roofing.

It is expected that the scale of the building and the street elevation itself may varied from the illustrated scheme in response to the community developing its business plans for the centre. However the illustrated scheme provides an indication of an approach that provides an animated street facade amidst a landscape (see sketch view 1 above).

The approach taken suggest that such affects as the proposals may have on the character and appearance of the conservation area will be “de minimis,” and formal

consultation with English heritage would accordingly not appear to be appropriate. The parish seek confirmation that this is an appropriate approach via an initial issue of draft proposals to English Heritage.

6_basic conditions

6.1 introduction

6.1.1 This Statement has been prepared by Ferring Parish Council ("the Parish Council") to accompany its submission to the local planning authority, Arun District Council (ADC), of Community Right to Build Order No.3: Community Centre ("the Order No.3") under Regulation 22 of the Neighbourhood Planning (General) Regulations 2012 ("the Regulations").

6.1.2 The Neighbourhood Plan has been prepared by the Parish Council, a qualifying body, for the Neighbourhood Area covering the whole of the Parish of Ferring, as designated by the Local Plan Sub-Committee of ADC on 29 November 2012 and by the South Downs National Park Authority (SDNPA) on 14 March 2013 (see figure 14).

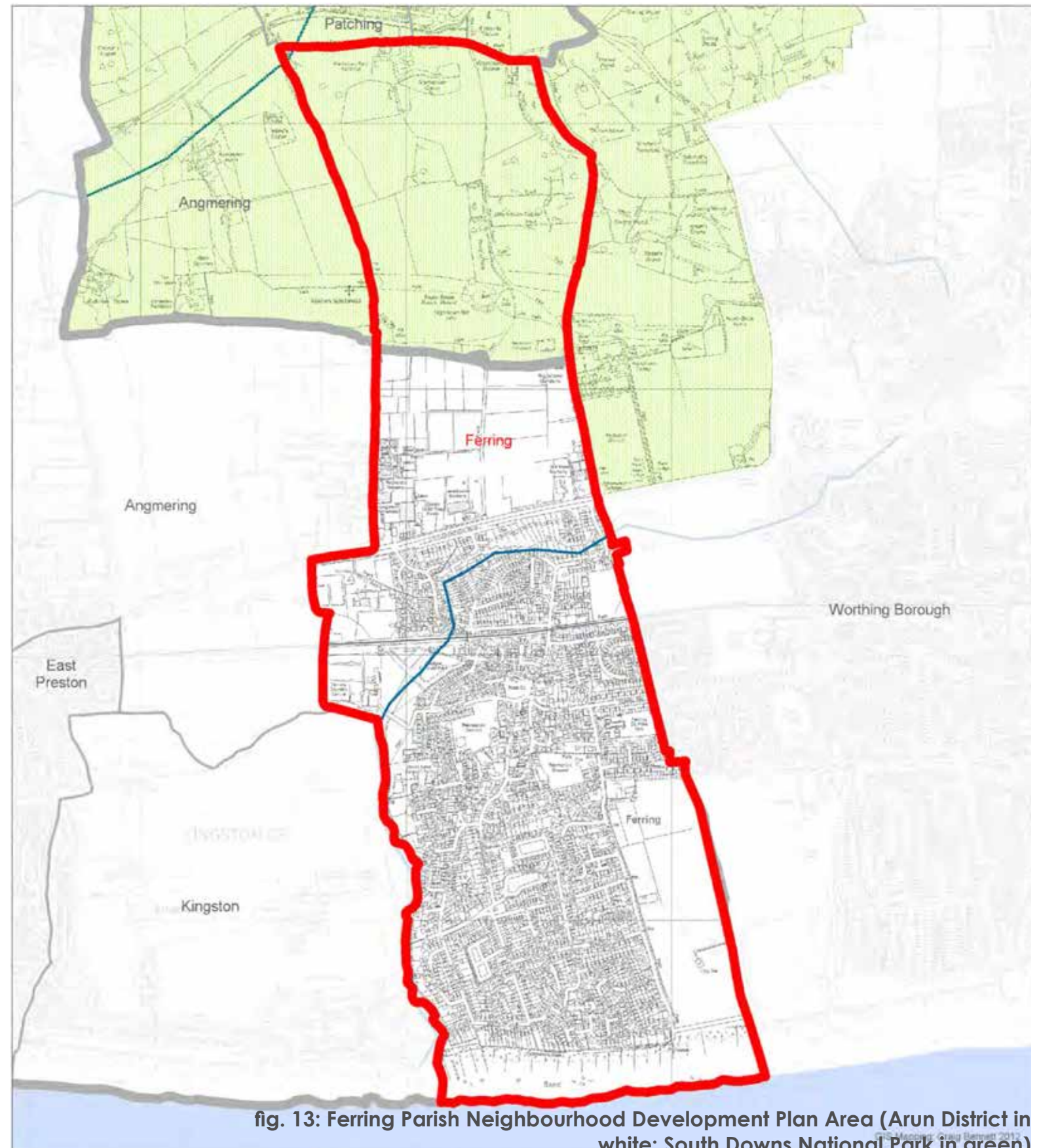


fig. 13: Ferring Parish Neighbourhood Development Plan Area (Arun District in white; South Downs National Park in green)

6.1_basic conditions

6.1.3 The Statement addresses each of the 'basic conditions' required of the Regulations and in doing so explains how the Order No.3 meets the requirements of paragraph 8 of Schedule 4B to the 1990 Town & Country Planning Act.

6.1.4 The Regulations state that a Community Right to Build

Order will be considered to have met the basic conditions if:

- having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the Community Right to Build Order,
- the making of the Community Right to Build Order contributes to the achievement of sustainable development,
- the making of the Community Right to Build Order is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area),
- the making of the Community Right to Build Order does not damage a Listed Building or setting or any features of architectural or historic interest it possesses if the Order is intended to grant permission for development that affects the building or its setting
- the making of the Community Right to Build Order does not damage the character or appearance of a conservation area if the Order is intended to grant planning permission for development in relation to buildings or other land in the area
- the making of the Community Right to Build Order does not breach, and is otherwise compatible with, EU obligations.

6.1.5 In parallel with the submission and examination of the Order No.3, the Parish Council has also prepared two other Community Right to Build Orders and a Neighbourhood Development Plan for the Parish of Ferring ("the Neighbourhood Plan"). The context for all three Orders is set out in the Neighbourhood Plan and they relate to its three most important policies.

6.1.6 However, in accordance with Regulation 23 of the Regulations, the Orders are submitted for examination independently of each other and of the Neighbourhood Plan so that neither an Order nor the Neighbourhood Plan are dependent on the making of one another. Should the Order not be made in due course then the provisions of the Neighbourhood Plan may be implemented through a conventional planning application.

6.2 background

6.2.1 The Parish Council commenced preparation of the Neighbourhood Plan in 2012. The key drivers of that decision were the encouragement of ADC to towns and parishes in its district to prepare Neighbourhood Plans and a keenness of the Parish Council to manage local development and to promote the sustainable development in the parish.

6.2.2 A Steering Group was formed comprising parish councillors and other invited local people and it was delegated authority by the Parish Council to make day-to-day decisions on the Neighbourhood Plan. However, as qualifying body, the Parish Council approved the publication of:

- the State of the Parish report
- the Pre-Submission Neighbourhood Plan and a Draft Strategic Environmental Assessment (SEA);
- the Submission Neighbourhood Plan, including the SEA; and
- the three Community Right to Build Orders

6.2.3 The Parish Council has worked with officers of ADC during the preparation of the Neighbourhood Plan and the three Orders. The positioning of the Neighbourhood Plan and the Orders in respect of the emerging development plan, which proposes to establish a clear policy framework for neighbourhood plans, has been challenging. Progress on the new Arun Local Plan was delayed in May 2013 when ADC did not approve the submission of the Plan for examination. The new Local Plan was approved in part by ADC in February 2014 for pre submission consultation later in the year. Given this version of the plan has not yet been examined then this Statement cannot take it into account. However, it is noted that the version does not differ greatly from the 2013 version, the reasoning and evidence of which have informed the Neighbourhood Plan and Order No.3.

6.2.4 In which case, a number of saved policies of the 2003 Local Plan continue to provide a valid policy framework for the Order No.3, the other Orders and the Neighbourhood Plan. However, the Parish Council was also keen to use the Neighbourhood Plan to achieve local housing objectives and, in doing so, to realise other community objectives.

6.2.5 The proposal to implement the three most important policies of the Neighbourhood Plan using Community

Right to Build Orders was agreed by the Parish Council during the preparation of the Pre Submission version of the Neighbourhood Plan. Once the key features of those policies had been defined it became clear that each policy would benefit from an order for its implementation for two reasons:

- making an Order will enable the local community to engage in the detailed provisions of each Order and to have the opportunity to vote at a referendum
- making the Order would enable the Parish Council to secure grant aid from the Homes & Communities Agency to appoint the necessary professional and technical advice to undertake the necessary consultations with statutory and other bodies

6.2.6 The strategy for making the Orders comprised four parts:

- use the first Regulation 14 Pre Submission Neighbourhood Plan to begin the Regulation 21 publicity period by informing the statutory bodies and the local community of the key features of each Order and placing their justification clearly in the context of the Neighbourhood Plan vision and objectives
- if the representations on the Pre Submission Neighbourhood Plan were encouraging then to secure funding from the Homes & Communities Agency to carry out detailed feasibility work and, in doing so, to continue the necessary consultations required by Regulation 21
- to await the completion of the documentation for all three Orders before undertaking a further Regulation 21 period of consultation on each Order, to coincide with a Revised Pre Submission Neighbourhood Plan consultation period under Regulation 14
- if the representations on the Order were positive then submitting it to ADC for a concurrent examination and referendum with the other Orders and Neighbourhood Plan

6.3_basic conditions

6.3 conformity with national planning policy

6.3.1 The Order No.3 has been prepared with regard to national policies as set out in the National Planning Policy Framework (NPPF). The NPPF defines a Community Right to Build Order as:

"An Order made by the local planning authority (under the Town and Country Planning Act 1990) that grants planning permission for a site-specific development proposal or classes of development."

6.3.2 The NPPF sets out the purpose of Community Right to Build Orders within the context of neighbourhood planning thus:

"Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and deliver the sustainable development they need. Parishes and neighbourhood forums can use neighbourhood planning to ... grant planning permission through ... Community Right to Build Orders for specific development which complies with the order." (para 183)

"Communities can use ... Community Right to Build Orders to grant planning permission. Where such an order is in place, no further planning permission is required for development which falls within its scope." (para 201)

making an order

6.3.3 In overall terms, there are a number of NPPF paragraphs that provide general guidance on the process by which Community Right to Build Orders should be made, to which the Order No.3 has directly responded:

"Local planning authorities should take a positive and collaborative approach to enable development to be brought forward under a Community Right to Build Order, including working with communities to identify and resolve key issues before applications are submitted." (para 71)

"... Community Right to Build Orders require the support of the local community through a referendum. Therefore, local planning authorities should take a proactive and

positive approach to proposals, working collaboratively with community organisations to resolve any issues before draft orders are submitted for examination. Policies in this Framework that relate to decision-taking should be read as applying to the consideration of proposed ... Orders, wherever this is appropriate given the context and relevant legislation. (para 202)

"Early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality pre-application discussion enables better coordination between public and private resources and improved outcomes for the community." (para 188)

"The more issues that can be resolved at pre-application stage, the greater the benefits. For their role in the planning system to be effective and positive, statutory planning consultees will need to take the same early, pro-active approach, and provide advice in a timely manner throughout the development process. This assists local planning authorities in issuing timely decisions, helping to ensure that applicants do not experience unnecessary delays and costs." (para 190)

"The participation of other consenting bodies in pre-application discussions should enable early consideration of all the fundamental issues relating to whether a particular development will be acceptable in principle, even where other consents relating to how a development is built or operated are needed at a later stage. Wherever possible, parallel processing of other consents should be encouraged to help speed up the process and resolve any issues as early as possible." (para 191)

"The right information is crucial to good decision-taking, particularly where formal assessments are required (such as Environmental Impact Assessment, Habitats Regulations Assessment and Flood Risk Assessment). To avoid delay, applicants should discuss what information is needed with the local planning authority and expert bodies as early as possible." (para 192)

6.3.4 The Consultation Statement of the Order No.3 (see Section 6) sets out specifically how these NPPF principles have been adhered to in complying with the provisions of Regulation 21 of the Regulations. In general terms, the Parish Council has worked closely with ADC officers and officers from the relevant statutory and other bodies in its preparation. This work commenced during the preparation of the Neighbourhood Plan in Spring 2013 and has continued

to date. The provisions of the Order No.3 are the result of this work, which has validated and refined the key features of the Order described in the Pre Submission Neighbourhood Plan in May 2013 and in the Revised Pre Submission Neighbourhood Plan and Draft Order No.3 published in February 2014 for consultation.

the use of planning conditions and obligations

6.3.5 Given that the NPPF requires Orders to be prepared and administered in accordance with its general 'decision-taking' advice (para 202 – see above), its provisions on the use of planning conditions and planning obligations are also relevant to Order No.3:

"Local planning authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations. Planning obligations should only be used where it is not possible to address unacceptable impacts through a planning condition." (para 203)

"Planning obligations should only be sought where they meet all of the following tests:

- necessary to make the development acceptable in planning terms;*
- directly related to the development; and*
- fairly and reasonably related in scale and kind to the development." (para 204)*

"Where obligations are being sought or revised, local planning authorities should take account of changes in market conditions over time and, wherever appropriate, be sufficiently flexible to prevent planned development being stalled." (para 205)

"Planning conditions should only be imposed where they are necessary, relevant to planning and to the development to be permitted, enforceable, precise and reasonable in all other respects." (para 206)

6.3.6 It is proposed The Order No.3 contains fair and reasonable planning conditions that meet the above tests in order to ensure the development scheme is acceptable (see Section 2), in accordance with the Town and Country Planning Act 1990. In this regard it is noted that The Order No. 3 description provides definition for proposals accompanied

6.3_basic conditions

by a Design Statement containing illustrative information. As such, whilst the Regulations state that an Order may or may not be accompanied by Conditions, for this Order the Conditions are included to ensure the detailed development of the proposals will deliver a sustainable development scheme. The Parish Council has thus sought from and used 'model' conditions made available by ADC officers and are considered relevant for a development proposal of this type. As such, all meet the tests of para. 206 and none are considered to impose an unnecessary constraint on the achievement of a successful scheme.

the development described by the order

6.3.7 The Order No. 3 is especially compliant with the NPPF in respect of it enabling and facilitating social interaction and sustaining a healthy community (para 70). Not only will the Order No.3 lead to the re-provision of a multi-purpose community facility that is better able to meet the modern and diverse demands of local community for such facilities. It will, in combination with the other two Orders if made, bring about a transformation in the quality and range of community facilities serving the whole village community. This integrated approach to planning for bespoke housing supply to meet local demand and for new community facilities – using Community Right to Build Orders where appropriate - is precisely the outcome desired by the NPPF of neighbourhood planning (in para 71).

6.3.8 The Glebelands charitable trust is the landowner of the Order No.3 and it is willing and able to deliver it as described herewith. The trust is exerting this degree of control over the future of its land asset to bring about a viable and sustainable long term planning solution.

6.4 contribution to sustainable development

6.4.1 The Neighbourhood Plan has been subject to a Strategic Environmental Assessment (SEA) of its environmental effects in accordance with EU Directive 2001/42. The assessment demonstrates that the Neighbourhood Plan will not have any significant environmental impacts; rather its sum of policies will deliver a significant net positive environmental outcome.

6.4.2 Specially, the Neighbourhood Plan Policy 9 that makes

the proposal to which the Order No.3 relates has been assessed positively. The summary assessment of the policy in the Basic Conditions Statement of the Neighbourhood Plan is as follows:

"The policy enables the redevelopment of the existing poor quality community facilities with a multi-purpose community centre, which will include provision for the functions of the Village Hall. It will have significant social benefits in resolving a longstanding problem."

6.4.3 However, in addition to the Order No.3 benefiting from this assessment of the Neighbourhood Plan SEA, it is important to establish its sustainable development credentials in more details and these are considered below:

social value

6.4.4 The Order No.3 scheme will transform the provision of community facilities in the parish for the long term benefit of the community. The loss of the Village Hall would not have been countenanced without such significant social value being created. All of the Village Hall facilities will be re-provided with modern equivalents as part of the multi-functional community centre proposed by Order No.3.

environmental value

6.4.5 The location of Order No.3 within the setting of the designated Ferring Conservation Area does not prevent development in principle but does require that its provisions will sustain or enhance the architectural or historic significance of that setting. The Design Statement of the Order No.3 describes the ways in which the scheme responds to its location in the streetscene generally and to the Conservation Area specifically. Essentially, the scheme will provide a building design that is more respectful of its setting to both the Conservation Area and to the Glebelands than is the case with the current building.

6.4.6 ADC officers have confirmed that the site requires no flood risk assessment or an environmental impact assessment and is not proximate to an EU Habitats site. It contains no trees or vegetation subject to preservation orders.

6.4.7 The illustrative scheme demonstrates the intent of the parish to pursue a contextually sensitive proposal featuring the provision of high quality public realm whilst Conditions

to the Order provide key assurance that the detailed development of the proposals will have appropriate regard to both the natural and the built environment.

economic value

6.4.8 The Order No.3 will have no direct economic impact. The construction of the development it provides for will support jobs in that industry during its build out and that in turn may benefit local shops from increased footfall given their close proximity to the site.

6.5 general conformity with the development plan

6.5.1 The Order No.3 has been prepared to ensure its general conformity with the development plan for Arun.

6.5.2 As described above, the current status of the development plan – the adopted 2003 Local Plan – together with the untested Submission Arun Local Plan of May 2013, has made judging this matter challenging. At the outset, the Parish Council considered the alternative of awaiting the adoption of the new Arun Local Plan as being too long to plan for the long term solutions to the Community Centre, Village Hall and allotments issues.

6.5.3 The 2003 Local Plan could not, of course, have anticipated the existence of the Localism Act almost a decade later and so made no provision for the use of Community Right to Build Orders. However, its saved policies are relevant for the determination of planning applications in Arun and are therefore also relevant in respect of the Order No.3.

6.5.4 The Basic Conditions Statement of the Neighbourhood Plan summarises the conformity of Policy 9, which makes the allocation for the land to which the Order No.3 relates, thus:

"The policy accords with the intent of the emerging development plan policy to ensure multi-use community buildings reduce the need to travel by providing housing, services and employment in close proximity to each other. The proposed site is located adjoining a large residential area with a young population for whom it will easily accessible."

The policy proposes that a new community centre is built

6.5_basic conditions

on the Greystoke Road site. The centre will incorporate and extend in one building the current village hall, Rifers Club, Retirement Club facilities, all of which are currently in premises not fit for economical, long term, community benefit."

6.5.5 However, the Order No.3 must be considered to in general conformity with the development plan in its own right. The key saved policies of the adopted 2003 Arun Local Plan are:

GEN7 The Form of Development

"Planning permission will only be granted for schemes displaying high quality design and layout. Development proposals involving new buildings or significant extensions or alterations must be accompanied by an illustrated written analysis of the site and its immediate setting, together with its relationship with the relevant townscape, landscape, wildlife and movement characteristics of the wider area.

Development will be permitted provided it:

- i. makes efficient use of land or buildings and, in the case of new residential development, achieves net densities of at least 30 dwellings per hectare;
- ii. demonstrates that it responds positively to the identified characteristics and resources of the site and the area to create attractive places and spaces with the needs of people in mind and respects and enhances local distinctiveness;
- iii. promotes sustainable development, including the effective use and conservation of energy and reducing the need to travel, particularly by private car;
- iv. does not have an unacceptable adverse impact on adjoining occupiers, land, uses or property and, where relevant, facilitates the development of adjoining sites;
- v. takes account of any unacceptable adverse impacts that may arise from adjoining land uses or property;
- vi. retains significant open or wooded areas which, in their own right, make a material contribution to the local environment;
- vii. allows for the safe movement of pedestrians and vehicles, giving priority to pedestrians;
- viii. provides for vehicle parking in accordance with Policy GEN12 and Appendix 2 and open space in accordance with Policy GEN20.

In all cases, the District Council will expect a high standard

of design and layout and all applicants will be encouraged to improve the visual amenities of the particular locality in scale, external appearance, hard and soft landscaping and materials."

6.5.6 The Order No.3 description sets out limits to proposed development and the conditions attached to the Order are there to govern its detailed development and to ensure thereby that larger than local issues are adequately addressed. The Order No.3 is however also provided with a Design Statement setting out the contextual analysis that underpinned the design of an illustrative scheme proposal included within the statement. The statement thus seeks to demonstrate in outline, that the order is permissible.

AREA2 Conservation Areas

"Planning permission will be granted for development which preserves or enhances the character or appearance of a Conservation Area or its setting."

6.5.7 The wording of this saved policy has since been updated by that of the NPPF but the intent remains the same. The Order No.3 scheme lies within the setting of the designated Ferring Conservation Area and the provisions of the Order accord with this objective. Again, the Design Statement describes how the scheme will sustain and enhance the significance of the Conservation Area setting in this location. Essentially, the new scheme will enhance the setting by replacing an out-dated and unsympathetic building with one that is more respectful of its location.

AREA5 Protection of Open Space

"The District Council will protect public and private open spaces, playing fields, outdoor sports facilities and children's play facilities, as shown on the Proposals Map, from development other than associated recreational development. Unrelated development will not be allowed.

Exceptions to this policy will only be granted where:-

- i. the development materially enhances the existing facility or satisfies an essential social need that is unable to be provided elsewhere in the locality and where the amount of open space is not significantly reduced, or
- ii. an equivalent or increased amount of open space can be provided or improved recreational opportunity created elsewhere in the locality by the developer and where

a substantial proportion of the site is retained as usable public open space, in addition to the requirements of Policy GEN20."

6.5.8 The Order No.3 makes provision of a minor encroachment into the Glebelands open space to deliver a more satisfactory scheme, including providing a new car parking area for the benefit of the new Centre and of the football club pavilion. In doing so, the Order complies with the saved policy in relating only to associated recreational development where the intention is to significantly enhance the existing provision without any material reduction in the amount of open space.

6.6 compatibility with EU legislation

6.6.1 The Order No.3 has regard to the fundamental rights and freedoms guaranteed under the European Convention on Human Rights and complies with the Human Rights Act.

In particular Condition 2.1.13 to The Order No. 3 are provided to protect the interests of adjoining residential owners and ensure compatibility with;

- Article 8 – Right to respect for private and family life, a summary of which states;

"1. Everyone has the right to respect for his private and family life, his home and his correspondence.

2. There shall be no interference by a public authority with the exercise of this right except such as is in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well-being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedoms of others."

- Article 1 of Protocol 1 – Protection of property, a summary of which states;

"Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law.

6.6_basic conditions

The preceding provisions shall not, however, in any way impair the right of a State to enforce such laws as it deems necessary to control the use of property in accordance with the general interest or to secure the payment of taxes or other contributions or penalties."

6.6.2 The Order No.3 is not in close proximity to any European designated nature sites and so does not require an Habitats Regulation Assessment under the EU Habitats Regulations. The making of the Order No.3 is therefore not likely to have a significant effect on a European site (as defined in the Conservation of Habitats and Species regulations 2010(d) or a European offshore marine site (as defined in the Offshore Marine Conservation (Natural Habitats) Regulations 2007 9(e)). This was confirmed by the local planning authority on 25.4.2014.

6.6.3 Further, the specified development of Order No.3 does not require an Environmental Impact Assessment as it does not fall within the definition of Annex 2 to the EIA directive. This was confirmed by the local planning authority on 30.4.2014.

6.6.4 However, a screening opinion was issued by ADC in July 2013, which advised that the Neighbourhood Plan should be prepared in accordance with EU Directive 2001/42 on strategic environmental assessment (SEA). An SEA has therefore been undertaken of the Neighbourhood Plan.

6.7 listed buildings & conservation areas

6.7.1 As set out in Schedule 4B to the Town and Country Planning Act 1990 Clause 8(4), this basic condition applies in so far as an order grants planning permission for development that affects a conservation area or its setting. The Order No.3 does relate to development within the setting of a conservation area. The Design Statement describes the significance of the setting and the ways in which the provisions of the Order will sustain and enhance its significance to the satisfaction of ADC and English Heritage.

6.7.2 As set out in Schedule 4B to the Town and Country Planning Act 1990 Clause 8(3), this basic condition only applies in so far as an order grants planning permission for development affecting a listed building or its setting. The Order No.3 comprises no listed buildings and does not lie within the setting of a listed building.

7_consultation statement

The requirements of the Parish Council, as qualifying body, for Pre-submission consultation and Publicity are set out in The Neighbourhood Planning (General) Regulations 2012, Part 6, Regulation 21.

This regulation has three sub clauses setting out requirement detail, the first sub clause (a) relates to Publicity and concerns local community awareness of, and participation in, the drafting of the order proposals. The second (b) concerns the process of consultation with affected parties including local infrastructure service providers, statutory bodies, and land owners. The third (c) concerns copying proposals to the local authority. This statement deals with each of these sub clauses in turn.

7.1 publicity

7.1.1 publicity process: regulation 21.(a)

This regulation states:

“Before submitting an order proposal to the local planning authority, a qualifying body must...publicise, in a manner likely to bring it to the attention of people who live, work or carry on business in the area -

- (i) details of the proposals for...a community right to build order:*
- (ii) details of where and when the proposals may be inspected:*
- (iii) details of how to make representations: and*
- (iv) the date by which those representations must be received, being not less than 6 weeks from the date on which the proposals are first publicised.”*

7.1.2 first publication of order proposal

The proposals for a community right to build order were first set out in pre-submission drafts of Ferring Parish Council's Neighbourhood Plan 2014-2029, published in May 2013 and available for inspection at Ferring Parish Council Offices thereafter.

7.1.3 community steering group

The order was subsequently developed further by a steering group brought into being by the parish council, and reflective of a spectrum of interest groups within the parish community: representatives of the Village Hall Trust, the Glebelands Trust, The Retirement Club and the Parish Council all participated.

In addition to public meetings held (see 7.1.4 & 7.1.5 below), the steering group met on over 6 occasions between Sept

2013 and Jan 2014.

7.1.4 immediate residential neighbours

Further detail of the order proposals was presented to immediate residential neighbours at a preview meeting on 28.11.2013 in Ferring Village Hall. All such neighbours were invited by hand delivered post to each house in question. Some 7 local residents subsequently attended.

The meeting comprised an introduction to the parish's neighbourhood plan and the order, a detailed presentation of the order proposals, and then a question and answer session at which all those present were invited to provide feedback. The meeting was orchestrated by the chair of the parish council, who subsequently drew up detailed review notes of the meeting.

7.1.5 public exhibition

A public exhibition was held on 14.12.2013 at which further details of the order proposals were presented at the Glebelands Club in Ferring.

The exhibition was attended by members of the steering group to assist visitors as necessary. A questionnaire was provided inviting comment and giving notice that the contents of the exhibition could also be viewed at the parish offices post the exhibition, and giving a date of 26.1.2014 by which any representations should be made. Visitors were invited to hand in completed questionnaires on their way out of the exhibition.

7.1.6 publicity reviews

The steering group met twice to review the preview meeting of immediate residential neighbours, comments made and questionnaires completed at the exhibition, and representations subsequently made. The primary review was on 13.1.2014 at the parish council offices. The subsequent review was on 27.1.2014.

7.1.7 main issue and concerns - meeting with immediate residents on 28.11.2013

The following notes were made in respect of the question and answer session at the above meeting.

Questions were asked in a direct way but generally the tone of discussion was well mannered and productive. Main aspects noted were as follows:

- There was initial disbelief that the proposed development could all be accommodated on the existing Greystoke Road site. This largely abated when it was made clear that the user car parking would be provided on the Glebelands open space with access from Rife Way.
- Some residents present felt that more user parking should be provided for the proposed development over and above that indicated above. It was agreed that parking in the village is the top concern for many residents. There is a need however, to strike a balance between the concerns of individuals in this regard and solutions which are best for the village as a whole.
- The chair of the parish council said that she did not want to see the Glebelands [or the Village Green] turned into a car park. It would not be right, for example, to take the youth pitch fronting Rife Way for this purpose. In any event, the parking currently proposed for the new community centre would be a considerable improvement over the provision which currently exists in the immediate area.
- Equally, it was agreed that the road pattern in Ferring is a problem wherever new development is proposed.
- It was agreed that any car parking access from Rife Way to serve the proposed new development should be gated and kept locked with overall management provided from the community centre.
- Following on from the above point, it was confirmed that the new community centre would be manned in the interest of good management.
- Some residents queried whether youngsters [9-16 year olds] should be catered for in the village at all. A response was made that some 10% of Ferring's population fell into this age group. The fastest growing sector in the village's demography was in the 25-44 age group which indicated that the number of young people in the village was set to continue increasing.
- An exciting new building, which catered for all sectors of the community, including families and young people and with a wide range of activities, was very likely to be a success and to act as a “village hub” for the whole community.

7.1_consultation statement

- An example of this might be library provision which could turn from the typical old fashioned type of facility to something more akin to a learning centre for all age groups and involving young people through technology. A range of young people's physical activities could also be better met through the range of accommodation now being proposed.
- Residents felt that any other facilities being suggested for the Glebelands open space should be planned for in conjunction with the community centre project. Carole Robertson indicated that the recent survey of young people had taken the provision of a skate board park off the agenda. Instead, the top priority appeared to be improvements to facilities for younger children [at the existing play area on the Village Green] and the provision of a multi-purpose court at the Glebelands.
- A resident was concerned that a multi-purpose court might be difficult to "police" properly if it was placed in one of the remote corners of the Glebelands open space. However, it was acknowledged that such a facility could properly be placed in close association with the proposed community centre from which it could be effectively managed.
- It was confirmed that provision of the new community centre would be likely to take place in the first half of the Plan period [ie within the next seven years] and that steady progress would be needed towards this goal.

conclusions

The meeting ended amicably at approximately 8.15 pm with no significant disagreements.

It was indicated that the pre-view suggestions would be considered in relation to the preparation of revised plans for the 14th December Open Day event along with comments which were being received from other sources.

Perhaps the main points to be taken away from this meeting were concerned with matters such as parking provision in the area and the need for overall planning of other elements affecting the adjoining Glebelands open space. This might logically suggest an arrangement involving the incorporation of all elements affecting the immediate area being covered through a single management structure, possibly centred on the new community facility, when this is up and running.

7.1.8 main issue and concerns - exhibition & exhibition questionnaire

There is an immense attachment to the existing hall and many residents were still unsure about why a new facility was needed. Of those who filled in a feedback form 40% used the hall or Glebelands on a weekly basis, 37% on a monthly basis and 23 % had never used either facility. Ensuring the continuity of the large number of well supported village activities such as the WI Market , the Retirement Club and the various clubs and groups was considered very important. " A modern building in a convenient spot for all Ferring residents is needed for the future and should help to bring old and young together with a mix of activities.." The idea of a new community hall is very exciting! "

Equally there were a number of opinions that supported the provision of a new energy efficient space with better storage, access and improved parking.

- " I feel that to introduce modern technology into a public building can only enhance its value to the community as a whole"
- "The current village hall, although well used and loved is inefficient to run and will soon be unsustainable".

The concept design presented was too modern for some tastes and there were a number of people who wanted a more traditional design.

- " Far too modern images for new community centre"
- " We think the new village hall on the Glebelands site should have a traditional look on the outside but have a modern interior."

7.1.9 consideration and order amendment

Feedback to the publicity was reflected in the proposals via amendment or otherwise as follows:

- the needs of the recreation ground youth pitch scale and location were re-assessed in more detail, and confirmed with the local football club. The car parking arrangements set out in proposals were adjusted to reflect this: the number of spaces were reorganised to give a maximum number of spaces consistent both with ensuring the adequacy of the parish youth pitches, and maintaining 1.5m strip of land for planting immediately beside the houses to the east of the car park to provide screening to those residences. The proposals thus provide additional

car parking for the community's use whilst preserving other important amenities.

- a condition was added to the order to ensure adequate privacy to local residential property owners.
- management issues connected with the proposal were considered as matters for review post the order referendum.
- the client group recognise the concerns in respect of appearance and note the condition to the order relating to layout, scale, design and external appearance, provides adequate safeguards and permits the illustrative scheme proposal to be carefully tuned during detail design.
- the order description was amended in recognition that, as the business plan for the community centre is developed post the order, the community centre built may be smaller than that illustrated, and that where this is so, then there may be a scope for additional parking on the existing Glebelands parcel of the proposals site.

7.2 consultation

7.2.1 consultee check list

Regulation 21 (b) states:

"Before submitting an order proposal to the local planning authority, a qualifying body must...consult-

(i) any consultation body referred to in paragraph 2(1)(a) of Schedule 1 whose interests the (Parish Council) considers may be affected by the proposals for a ...community right to build order:"

Per Schedule 1 (a) the Parish has consulted as follows:

"any person -

(k)(i) to whom the electronic communications code applies....."(interest not materially affected)

"(k)(ii) who owns or controls electronic communications apparatus..." (interest not materially affected)

"where it exercises functions in any part of the neighbourhood area -

(l)(i) a Primary Care Trust..."(interest not materially affected)

"(l)(ii) a person to whom a license has been granted

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under... the Electricity Act 1989...”(see consultee 1 below)

“(l)(iii) a person to whom a license has been granted under... the Gas Act 1986...” (see consultee 2 below)

“(l)(iv) a sewerage undertaker” (see consultee 3 below)

“(l)(v) a water undertaker.” (interest not materially affected)

any consultation body referred to in paragraph 2(1)(b) of Schedule 1 whose interests the Parish Council considers may be affected by the proposals for a ...community right to build order:”

Per Schedule 1 (b) the Parish has consulted as follows

“where the neighbourhood area to which the ...community right to build order relates consists of or includes any part of the area of a parish council, that parish council.”
(consultation n/a since parish are the qualifying body)

any consultation body referred to in paragraph 2(1)(c) of Schedule 1 whose interests the Parish Council considers may be affected by the proposals for a ...community right to build order:”

“any parish council...which adjoins the neighbourhood area”
(interest of neighbouring parishes not considered to be affected)

(ii) *“where the (Parish Council) considers the development to be authorised under the proposed...community right to build order which falls within any category set out in the Table in paragraph 2 of Schedule 1, any consultation body mentioned in the Table in relation to each of those categories”*

Thus from the Table in Schedule 1 (2)

(a) Any development - English Heritage
(interest not affected)

(b) From Schedule 5 Articles 15 & 16 (of the Town and Country Planning (Development Management Procedure)(England) Order 2010), proposals...

(a) In National Park (n/a category)

(b) In Metropolitan County (n/a category)

(c) Land in non Metropolitan County - the district planning authority. (see consultee 4 below)

(d) Land in a parish - the parish council
(consultation n/a since parish are the qualifying body)

(e) Proximity to areas notified to HSE as regards toxic or explosive etc substances - the Health and Safety Executive (n/a category)

(f)(i) Affecting trunk roads - the Secretary of State for Transport (n/a category)

(f)(ii) Affecting level crossing - the operator of the Railway in question (n/a category) and the Secretary of State for transport (n/a category)

(g)(h)(i)(j) Matters relating to Highways - the local highway authority(see consultee 5 below)

(k) Notified areas of coal working - the coal authority (n/a category)

(l) Development involving mining - the Environment Agency (n/a category)

(m)Development close to Royal Palace or Park - The Historic Buildings and Monuments Commission for England - (n/a category)

(n) Alteration of a Listed Building - The Historic Buildings and Monuments Commission for England - (n/a category)

(o) Development affecting the site of a scheduled monument - The Historic Buildings and Monuments Commission for England - (n/a category)

(p) Development affecting any garden or park of special historic interest - The Historic Buildings and Monuments Commission for England - (n/a category)

(q)(i)(ii) Development within 20m of a main river or culverting/ controlling streams - The Environment Agency - (n/a category)

(r) Development for storage/ refining minerals - The Environment Agency - (n/a category)

(s) Development involving use of land for refuse or waste - The Environment Agency - (n/a category)

(t) Development involving sewage/ slurry etc. - The Environment Agency - (n/a category)

(u) Development relating to use of land as a cemetery - The Environment Agency - (n/a category)

(v)(i)(ii) Development in/ likely to effect or within 2km of an site of special scientific interest - Natural England - (n/a category)

(w) Development involving land where there is a theatre - The Theatres Trust - (n/a category)

(x)(i)(ii) Development entailing loss or future likely loss of of 20Ha agricultural land - The Secretary of State for the Environment, Food and Rural Affairs - (n/a category)

(y)(i)(ii) Development within 250m of land which has been used for waste - The Environment Agency - (n/a category)

(z) Development for fish farming - The Environment Agency - (n/a category)

(za)(i)(ii)(iii) Development involving playing fields - The English Sports Council - (see consultee 6 below)

(zb)(i)(ii) Development affecting inland waterways - British Waterways Board - (n/a category)

(zc) Development involving Hazardous

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Substances - The Health and Safety Executive - (n/a category)

(zd)(i)(ii) Development involving strategic infrastructure etc. - The Regional Development Agency - (n/a category)
(ze)(i)(ii) Development on land in Flood Zone 2 or 3), or in Flood Zone 1 and notified - The Environment Agency - (n/a category)

(zf) Development on land of 1 Ha or more - The Environment Agency - (n/a category)

(c)(i)(ii) Development in neighbourhood of civil aerodrome, or involving works above 91.4m above ground level - The Civil Aviation Authority - (n/a category)

(d)(i)(ii) Development in neighbourhood of military aerodrome etc, or involving works within 300m of the perimeter of a military aerodrome - The Secretary of State for Defence - (n/a category)

(e) Development affecting any garden or park of special historic interest - The Garden History Society - (n/a category)

(f) Development in an area of a London borough....Protected Vistas - The Mayor of London) - (n/a category)

(g) Development described in article 26(1) (trunk or special roads) of the Town and Country Planning (Development Management Procedure)(England) Order 2010 - The Highways Agency - (n/a category)

(iii) “any person who, on the date 21 days before the order proposal is submitted under regulation 22, the qualifying body considers to be

(aa) an owner of any land which is proposed to be developed under the order proposal - (see consultee 7 below for Glebelands building owner, and See Consultee 8 for Recreation Ground owner).

and
(bb) a tenant of that land - (see Consultee 9 for

Glebelands Club and Consultee 10 for Retirement Club, as tenants of the Glebelands Building. See Consultee 11 for Football Club as tenants of the Recreation Ground Land).

7.2.2 Consultee Summary List

Obligatory Consultees:

Consultee 1 - UK Power Networks, as regard local electricity distribution network

Consultee 2 - Southern Gas Networks, as regards local gas distribution network

Consultee 3 - Southern Water, as regards local sewerage undertaker

Consultee 4 - Arun District Council, as local planning authority

Consultee 5 - West Sussex County Highways

Consultee 6 - The English Sports Council

Consultee 7 - Building owner, The Glebelands

Consultee 8 - Land owner, The Recreation Ground

Consultee 9 - Building Tenant, The Glebelands Club

Consultee 10 - Building Tenant, The Retirement Club

Additional Consulted Party

Consultee 11 - Ferring Football Club, a licensee of part of Ferring Recreation Ground

7.2.3 Consultation Process

Whilst Regulation 21(b)(iii) requires that consultees scheduled therein, land owners or tenants, be consulted at least 21 days prior to order submission, otherwise the process of consultation, whilst not specified, may usefully be inferred by Regulation 22(2) which sets out what a Consultation Statement must contain. Clause 2.4 of this consultation statement is drawn up accordingly.

7.2.4(i) Consultee 1 - UK Power Networks

Contact - Anastasia Iordanou,
Technical Assessor, Connections Gateway
UK Power Networks
Metropolitan House
Darkes Lane
Potters Bar
Herts, EN6 1AG
E: anna.iordanou@ukpowernetworks.co.uk

Details of proposals and site plans as existing were issued on 23rd Jan, and consultation via email exchanges ensued.

On 24.1.2014 UK Power Networks raised no issues and confirmed that no further consultation was required pending order submission and, in due course, power connection requests.

A copy of final draft proposals was issued for consultation purposes on 18th February 2014 with a stated requirement that comment be made by 1st April 2014 to the parish council. No further response was received.

7.2.4(ii) Consultee 2 - Southern Gas Networks

Scotia Gas Networks Limited, St Lawrence House, Station Approach, Horley, Surrey RH6 9HJ
plantlocation@sgn.co.uk

Details of proposals and site plans as existing issued, and email exchanges ensued.

Verifying location of gas infrastructure assets was the issue, both to ensure safety, and acceptability of proposed building works locations, and availability of gas to serve the proposals.

Details of location and type of existing assets were provided, and evidenced acceptability of proposals and availability of gas for use in the proposals.

A copy of final draft proposals was issued for consultation purposes on 18th February 2014 with a stated requirement that comment be made by 1st April 2014 to the parish council. No further response was received.

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7.2.4(iii) Consultee 3 - Southern Water

Contact - Bob Tidy
Southern Developer Services, PO Box 4056, Worthing
West Sussex, BN13 3XX

There are three main issues on the site

- to establish the location of main sewers, to ensure that no proposed buildings run across mains sewer lines inclusive of required offset distances.
- to establish the capacity of the existing foul water infrastructure to ensure that design flows resulting from proposals can be accommodated.
- to establish as necessary the capacity of the surface water infrastructure to ensure that design flows resulting from the proposals can be accommodated.

Searches were carried out with data gathered from Southern Water to establish mains sewers locations confirming that

- no sewers ran through the site
- there is foul water capacity using existing infrastructure
- existing potable water pipework locations, sizes and inferred capacity.

A surface water design strategy was mapped, and the following approach outlined:

- ground conditions were subject to a desk study and found suited to a SUDS approach, with reduced outflows from the site via incorporation of permeable areas during detailed design development.
- capacity and type of surface drainage from the site was not established but the site has existing surface water drainage, which can be augmented with attenuation and/ or SUDS as may be agreed during detailed design.

A copy of final draft proposals was issued for consultation purposes on 18th February 2014 with a stated requirement that comment be made by 1st April 2014 to the parish council. No further comment was received on this order.

7.2.4(iv) Consultee 4 - Arun District Council

Juan Baeza, Team Leader Development Control East Area & Donna Moles, Neighbourhood Development Plan Officer Planning Dept, Arun District Council, Third Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
Draft order proposals were set out in the parish's pre-

submission draft Neighbourhood Plan, in May 2013, in respect of which Arun District Council were consulted as an integral part of the NP consultation process: principle contact within ADC during at this stage was Donna Moles.

Subsequent consultation as detail of the order proposals were developed was carried out in the period from September 2013, to order submission: principle contact Juan Baeza.

The consultation from September 2013 principally concerned requests for information: namely, contacts within consultee organisations and seeking confirmation as to appropriate consultees. Drawings related to the proposals were issued 20th December 2013, and a meeting held on 21st January 2014 to discuss the submission, with a focus on technical issues surrounding the order content.

A meeting on 27th was held with Donna Moles, principally to discuss the submission NDP, being drawn up in parallel to the order, and technical matters relating to the order drafting, consultation & submission processes were discussed.

A draft of the order proposals were sent to both principle contacts within ADC on 5.2.2014, and a final draft on 18th February 2014 with a stated requirement that comment be made by 1st April 2014 to the parish council.

ADC provided a response to the above second draft on 1st April 2014, making a range of comments on various details of the draft, in many respects a "sense check" of the document, and noting the following:

"Our duty at this stage is to assist the Ferring Neighbourhood Plan Group in making sure the draft orders you subsequently submit to us are in a form that will allow the Examiner at forthcoming examination recommend that it goes to referendum. The comments are reflective of comments from all departments of Arun District Council.

ADC pre-submission comments

We have tried to outline the areas where there may be some degree of divergence with national or planning policy, to help you in preparing justification for these departures. The following list is intended to be a guide on some key issues identified in the orders"

Other than the above mentioned "sense check" comments/ some corrections of fact, and other observations, which have generally resulted in various minor amendments to the

submission order, the following issues were raised;

- that no basic conditions or consultation statement drafts had been included within the final proposals being consulted upon. ADC questioned whether they should have been, or whether it is acceptable to produce them alongside the submission document. In this connection Reg 21 of The Neighbourhood Planning (General) Regulations 2012, sets out the requirement for consultation and refers in Reg 21 (a)(i) and (c) to issue of details of proposals, and proposals respectively. "Proposals" here appear to refer to development detail, rather than order detail.

- that ADC appeared to be being asked (via a condition shown in this final draft) to perform the role of determining the level of contributions to support the community centre. ADC suggested this was contrary to the principles of CRTBOs, and recommended that the order be specific regarding the level of contributions that are required.

Further to this the Condition to the order relating to S106 was removed, and an informative added for clarity.

- ADC provided written confirmation that the Order Proposals met basic conditions relating to Habitats on 25.4.2014, and on EIA on 30.4.2014.

7.2.4(v) Consultee 5 - West Sussex County Council Highways

Dominic Smith, Planner,
Strategic Planning, West Sussex County Council
2nd Floor, Northleigh, County Hall, Chichester, PO19 1RH

Details of proposals and site plans as existing and proposed were issued, and consultation via email exchange and conference call ensued.

No issues were raised as regards the proposals, and conditions as regards highways matters have been attached to the order pursuant to controlling detailed design and implementation phases of the project post order referendum.

A copy of final draft proposals was issued for consultation purposes on 18th February 2014 with a stated requirement that comment be made by 1st April 2014 to the parish council.

A response to this formal consultation was received suggesting

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additions to the order conditions relating to carrying out a Stage One Road Safety Audit, and to provision of car and cycle parking, both of which were incorporated into the submission order.

7.2.4(vi) Consultee 6 - The English Sports Council (AKA Sport England)

Principal Contact - Katie Walker
Planning.South@sportengland.org
Consultation Ref: SE/AR/2014/35005/P

Details of proposals and site plans as existing and proposed issued, and consultation via email exchanges ensued.

The main issue was to ensure that proposed parking did not compromise the viability of the youth pitches.

Sport England confirmed that as long as the youth pitch remained viable they have no objection to proposals. This location of this pitch was established in consultation with Ferring Football Club at a meeting on 4.2.2014, and an appropriate layout for the car parking was confirmed. The redline plan for order proposals was adjusted accordingly.

A copy of final draft proposals was issued for consultation purposes on 18th February 2014 with a stated requirement that comment be made by 1st April 2014 to the parish council. No further formal response to this was received, matters having already been agreed.

7.2.4(vii) Consultee 7 - West Sussex County Council, Land Owner, The Glebelands

Freeholder - West Sussex County Council ("WSCC")
Principle Contact - Mr Michael Brown, Cabinet Member for Finance, & Mr Marcus Ball, Property Manager of behalf of Mr Brown

WSCC was e-mailed in September 2013, and Marcus Ball subsequently indicated that WSCC were prepared to discuss selling the freehold of the land subject to agreement on price.

A copy of the draft Neighbourhood Plan was sent to Mr Ball, and a meeting was held on 19th November at WSCC

offices with Marcus Ball, Michael Brown (Cabinet member for Finance), Cllr Peter Evans, Cllr Roger Elkins (of Arun District Council), Paul Webster (Chair Ferring Village Hall Management Committee) and Carole Robertson (Chair Ferring Parish Council).

The proposition to use the land for the rebuilding of a new community centre was discussed. WSCC agreed in principle subject to an agreement as regards price.

An independent valuer was employed by Ferring Parish Council, and an offer was subsequently made by the Parish Council, which to date has received no reply.

7.2.4(viii) Consultee 8 - Arun District Council, Land Owner, The Recreation Ground

The draft of the order proposals were sent to both principle contacts within ADC on 5.2.2014, and a final draft on 18th February 2014 with a stated requirement that comment be made by 1st April 2014 to the parish council.

Arun District Council responded with comments from all departments within the council on 1st April 2014. No comment in respect of the land use proposed was made.

7.2.4(ix) Consultee 9 - The Glebelands Centre Ltd, Building Tenant, The Glebelands

Principle Contact - Deane Culver, Chairman
Greystoke Road, Ferring, West Sussex, BN12 5JL

Two representatives from the club were on the community steering group at its inception, and one representative remained on the group until completion of the proposals (see 7.1.3 above). As such the interest's of the club have been reflected in the proposals.

7.2.4(x) Consultee 10 - Building Tenant, The Retirement Club

Principle Contact - Lilian Holdsworth
Ferring Retirement Club, Greystoke Road, Ferring, BN12 5JL

One representative from the club was on the community steering group, (see 7.1.3 above) and as such the interest's of the Retirement Club have been reflected in the proposals.

7.2.4(xi) Consultee 11 - Licensed user of the recreation ground, Ferring Football Club

Principle Contact - Deane Culver, Chairman Ferring FC
deanec@fsmail.net

Representatives of the Football Club were invited to join the community steering group, and though the invitation was not accepted, were consulted as regards the proposals over the period from September 2013 to submission, and attended the public exhibition (see 7.1.5 above).

The principle issues raised by the club were over levels of car parking available to serve both the community centre, and the abutting football club.

A meeting was held on 4.2.2014 at Ferring Football Club's pavillion with Mr Culver and Carole Robertson of Ferring Parish Council, and the location and size of the proposed car park on the recreation ground were confirmed.

It may be noted that Ferring Football Club are not obligatory consultees since the Order does not involve changes to parcels of land or to buildings of which they are tenants or freeholders.

7.3 copy of proposals

A copy of the proposals for a community right to build order was sent to Arun District Council on 18.2.2014.

8_enfranchisement

8 enfranchisement

The Neighbourhood Planning (General) Regulations 2012 Regulation 22(1)(f) requires that the Parish Council, as qualifying body, provides detail of the enfranchisement rights, as defined in paragraph 11 of Schedule 4C to the 1990 Act, which, if any, are not exercisable in relation to the proposals: there are none which the Parish Council proposes are not exercisable.

