



## Kingston Neighbourhood Development Plan

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

# Consultation Statement

July 2020



**Submitted by the qualifying body:**

**Kingston Parish Council**

[www.kingstonparishcouncil.co.uk/](http://www.kingstonparishcouncil.co.uk/)

**Kingston Neighbourhood Plan**

[www.kingstonplan.org/](http://www.kingstonplan.org/)

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**Appendix I – Non-resident corporate and landholder consultees.**

## 1. Introduction

- 1.1. This Consultation Statement explains how members of the community have been consulted and their views taken into account during development of the Kingston Neighbourhood Plan. It has been prepared in accordance with the Neighbourhood Planning (General) Regulations 2012, Part 5, Regulation 15(2) which requires that a consultation statement should:
  - Contain details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
  - Explain how they were consulted;
  - Summarise the main issues and concerns raised by the persons consulted;
  - Describe how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.
- 1.2. Kingston Parish Council is the qualifying body responsible for the preparation, consultation and submission of the neighbourhood plan. It has been assisted in the process by a Task Group and committed residents and volunteers, as well as a local consultant and benefited from help and guidance from South Hams District Council members, officers and advisors including the AONB unit.
- 1.3. The Kingston Neighbourhood Plan Area has been designated as the whole area within the boundary of the civil parish of Kingston.

### **The Kingston Neighbourhood Plan Consultation Statement**

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

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

*Kingston Neighbourhood Plan Engagement Strategy Dec 2016*

## 2. Kingston – general background

- 2.1. Kingston is an isolated rural parish on the South Devon coast, between Plymouth and Kingsbridge and set entirely within the South Devon AONB. The village no longer has a shop, Post Office or school. The nearest small town is Modbury, 4 miles away. The parish is bounded on two sides by the open coast and the River Erme and on the other two sides by open farmland. Access is through single track lanes with passing places and public transport is limited to one shopping bus per week to Plymouth.
- 2.2. Kingston or 'Kings Tun' has its origins in a royal charter enacted by Saxon King Aethulwulf in AD 846 and, as would be expected, this ancient village contains many

traditional Devon buildings. There are two Conservation Areas in the main village and 23 listed buildings across the parish.

- 2.3. Most of the 215 homes are in the main village, with a few outlying farms and properties. The size of the population (387, *Census 2011*) has changed little over the last two hundred years, but over 65 houses have been built since 1945. There are 34 Housing Association properties in the village, and 50 second homes/holiday lets.
- 2.4. Residents believe Kingston to be a very special place because of its beautiful setting, natural resources, history and strong community spirit. Residents have an excellent track record of village planning and community action. The parish-owned Reading Room (village hall) and Recreation Ground are well equipped and maintained. Kingston was judged the Devon Village of the Year in 2008 and won the West of England title in 2009 with a special award for community spirit. The Kingston Parish Plan was published in late 2007 and a ground-breaking Local Lettings Plan was agreed with South Hams District Council and the relevant Housing Associations in 2009, (reviewed and amended 2016), to ensure that local people had absolute priority in allocating housing (Evidence CS2a).
- 2.5. In mid-2016 both residents and the Parish Council became aware of growing development pressures on the parish and wished to influence these through the development of a Neighbourhood Plan in accordance with the Locality Act of 2011 and the National Planning Policy Framework (NPPF) 2012. The Parish Council applied to designate the entire parish as the Neighbourhood Plan Area and agreed Terms of Reference for a Neighbourhood Plan Task Group in September 2016, (Evidence CS1b). This was approved by South Hams District Council in January 2017.

### **3. Engagement and communications strategy**

- 3.1. The Kingston Neighbourhood Plan Engagement Strategy (Evidence CS1a) was confirmed and made accessible through a dedicated web-site: [www.kingstonplan.org](http://www.kingstonplan.org) in December 2016. The web-site includes information on:
  - What neighbourhood planning is about
  - Why Kingston is producing a Neighbourhood Plan
  - The Neighbourhood Plan Task Group
  - How the Neighbourhood Plan will be produced
  - How the community can be involved
  - Key documents and reports eg:
    - minutes of Neighbourhood Plan Task Group
    - questionnaire feedback
    - Character Assessment
- 3.2. The web-site also provides a blog and comments link by which residents can provide feedback and ideas

- 3.3. A range of different approaches and activities has been used to engage with the community.

<p style="text-align: center;"><b>Engagement activities:</b></p> <ul style="list-style-type: none"><li>• Regular Articles and advertisements in Parish Newsletter</li><li>• Minutes of Neighbourhood Plan Task Group on Parish Council notice board</li><li>• Kingston Events Group Facebook page</li><li>• Website at: <a href="http://www.kingstonplan.org">www.kingstonplan.org</a></li><li>• Fliers/letter drops</li><li>• Open events</li><li>• Targeted meetings</li><li>• Regular discussion at Parish Council meetings</li><li>• Posters and banners</li></ul>
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- 3.4. The Task group has provided regular updates through articles, (over 30 articles from Sept 2016 - April 2020) in the monthly Parish Newsletter delivered to all homes in the parish. The community has access to several Facebook groups for sharing information about Reading Room activities, the weekly Morning Market and Kingston Events Group. The Task Group decided to use the latter group, which had an established following of residents and friends of Kingston, rather than setting up a new Facebook group. Task Group minutes are circulated to the Parish Council and placed on the Parish Council Notice board as well as on [www.kingstonplan.org](http://www.kingstonplan.org)

<p style="text-align: center;"><b>The Community said:</b></p> <p>Residents regularly get information on Kingston activities from:</p> <ul style="list-style-type: none"><li>• 88% Parish Newsletter</li><li>• 39% Village Noticeboards</li><li>• 28% Village Facebook pages</li><li>• 53% Word of mouth</li></ul> <p style="text-align: center;"><i>Kingston Neighbourhood Plan Community questionnaire Nov 2017</i></p>
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## 4. Consultation process

- 4.1. A number of key activities formed the backbone of community engagement, leading up to the Regulation 14 Consultation held in August - September 2019.

## **Housing Needs Survey**

- 4.2. A Housing Needs Survey, prepared by South Hams District Council, was delivered to 187 of the 213 homes in Kingston in October 2016 (Evidence CS2b). Second homes, but not holiday lets, were included. The previous week, an explanatory letter was similarly hand delivered to encourage a good response. Associated publicity included Facebook, Parish Newsletter and posters. Completed surveys were collected house to house as well as left in a well-publicised central collection box. 139 surveys, (74%), were returned.
- 4.3. Most respondents lived/worked/had family in the parish, 6 were second home owners. Respondents reflected a varied age mix, though weighted to the older population profile of the community.
- 4.4. The turnover in family-sized private property is high, 14.5% over the last 5 years. Turnover in social housing is 1.4%. Some people specifically stated they may want to move away from Kingston and/or were undecided on future accommodation due to future health needs. Lack of commercial transport, distance from medical facilities and shops are all major issues for both older people and low-income families with young children.
- 4.5. The Task Group has liaised regularly with SHDC housing officers on the level of need on the Devon Home Choice Register with especial reference to those eligible for housing under the Kingston Local Lettings Plan.
- 4.6. Six households were identified as needing social housing in the next 5 years and having a local connection to Kingston.

## **Village Drop-In Day**

- 4.7. The purpose of the event was to identify issues and concerns villagers felt to be of most consequence, to start to inform the objectives of the Neighbourhood Plan.
- 4.8. The event was promoted through: posters / banners; an article and advertisement in the Parish Newsletter; fliers delivered to all households and to children, young people and parents at the school bus stop, and posts on the Kingston Events Group Facebook page.
- 4.9. The event was held on 26<sup>th</sup> Nov 2016 in the village Reading Room, where six display boards were arranged. Each board contained one of the following questions:
  - What is good about Kingston?
  - What is bad about Kingston?
  - What makes a village a good place to live and work in?
  - What pressures affect Kingston now or in the future?
  - What needs to change?
- 4.10. There was also a final question: 'Anything else?'. Those attending were asked to record their answers/views on 'Post-It Notes', which were then recorded by question and sorted into themes. A few people, unable to attend, submitted views after the event, giving a total of 90 participants (Evidence CS3a).

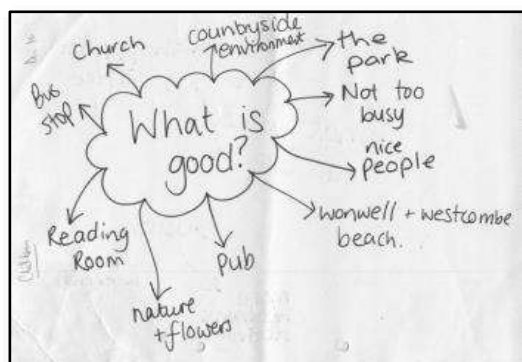
#### 4.11. Village Drop-In Day: Participation Profile:

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

4.12. In response to concerns over the lack of young people present, two further events were held in the Reading Room for children and young people, jointly facilitated by an adult and a volunteer young person. 20 children from 3-10yrs , answered Q 1 and 6 only and presented responses in pictorial form, while 7 young people 10-16yrs, also had an additional question on career aspirations to give some idea of whether these would lead to moving away from the village (Evidence CS3a).

4.13. The young people requested swings for older children on the Recreation Ground and subsequently fundraised to meet half the costs. The Parish Council match funded and an exciting double swing was installed in May 2018.

4.14. A total of 893 responses from the main event were collated into five themes summarised as follows:



Publicity banner

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

more of these?

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

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

**Enterprise/employment:** lack of local job opportunities.

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



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

### Site assessments

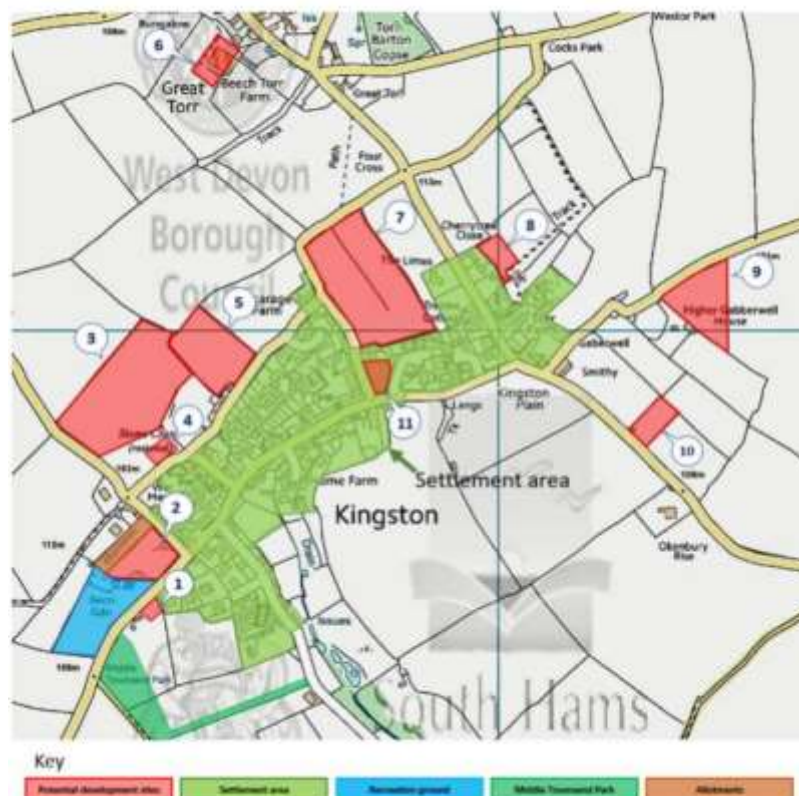
4.16. Only two potential development sites in Kingston Parish were listed in the Strategic Housing and Employment Land Availability Assessment (SHLAA) which supports the Plymouth & South West Devon Joint Local Plan. A call for local landowners /developers with other building ideas and plans was put out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

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

4.18. The consultant undertook site assessments to demonstrate the appropriateness of each potential site for development, considering its suitability, availability and viability (Evidence CS4a).

4.19. Opinions were also sought on 10 of these sites through the Community Questionnaire (Oct 2017, see below), which included a clear map of the site locations. A larger map was displayed in the Reading Room over this period.

**Map of the sites that have been assessed**



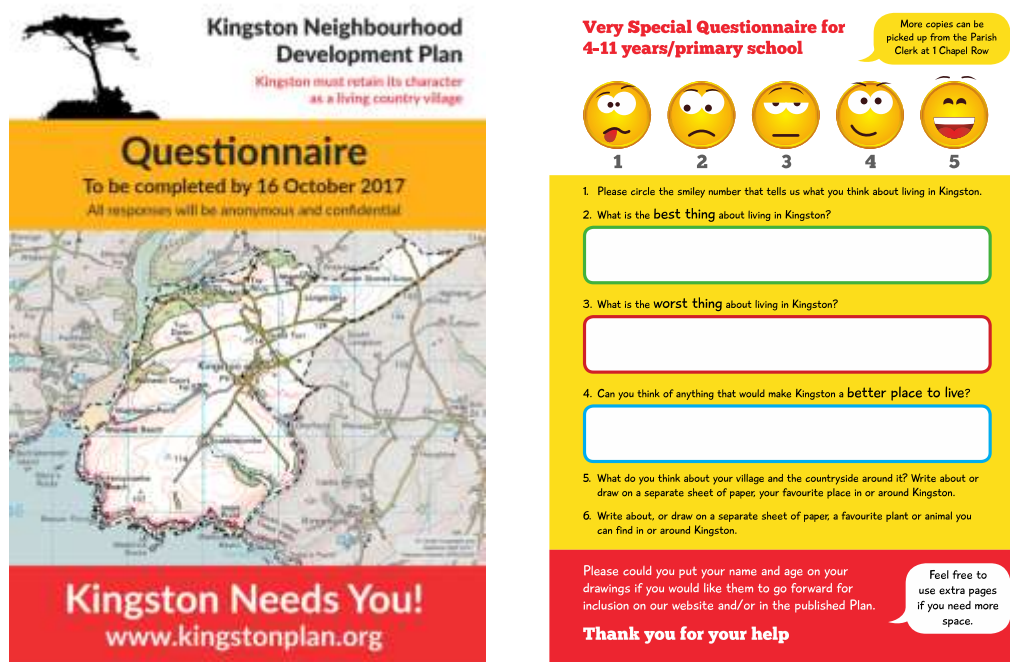
4.20. The Site Assessment Report was not published until after the final collection date for the Community Questionnaire. It was then published on the website with a link for residents to provide comments. Paper copies were also left in the Reading Room and



Parish Church. The Report was also publicised through the Newsletter and both the Parish Council and Task Group minutes.

- 4.21. The identification of sites has been contentious locally with significant opposition to each of the larger sites, where developers have put in planning applications.
- 4.22. Only 3 sites were considered possible and a lower cost home for local people is now built on one of these. There were significant objections to the other two possible sites, one of which was the subject of a planning application subsequently withdrawn. At this stage major modifications were required, by the Inspectors to the emerging JLP, to give greater recognition to the importance of the AONB. These changes removed Kingston from the list of ‘Sustainable Villages’ and the requirement for Kingston to make any specific development site proposals. Against this backdrop, and given the outcome of the site assessments, this plan does not propose any specific development sites.

## Community Questionnaire



- 4.23. In summary: The Community Questionnaire (Evidence CS5a) included 5 questions focussed on the household and 31 questions requiring an individual response. The accessible design, an effective publicity campaign and well organised house to house delivery and collection ensured an 86% response (333 respondents from 165 households). A ‘Very Special Questionnaire’ (Evidence CS5b) designed for 4-11yrs, and encouraging a pictorial response, was included with the main questionnaire and generated 15 responses.
- 4.24. This level of response generated a huge amount of data to inform policy development in the Plan. The data has been presented through tables, bar and pie charts in a full Questionnaire Report (Evidence CS5c). 825 individual comments, in answer to open questions, were also logged and all comments listed by question (Evidence CS5d). A report on the Very Special Questionnaire (Evidence CS5e) and a full Questionnaire Process Management Report (Evidence CS5f) were also made available on: [www.kingstonplan.org](http://www.kingstonplan.org).
- 4.25. *Questionnaire Development:* Questions were developed against each theme identified from the Drop In and went through several iterations with a strong focus on relevance

to potential policy development and user accessibility. The draft was trialled with several residents and lay-out, design and printing carried out by the Design Department of South Hams District Council. The final document attracted a significant number of complimentary comments.

- 4.26. *Distribution and collection:* Although each individual response can be tracked to the original questionnaire, care was taken to ensure that each response remained confidential and anonymous. Questionnaires were numbered, thoroughly shuffled and randomly placed into sets for the delivery team. The questionnaire, designed to include all residents and second home owners over 11yrs, was hand delivered and collected from each house in the parish. The delivery team of local residents each covered their local area. Knowing their neighbours and being able to respond to questions supported by a set of pre-prepared Frequently Asked Questions, enabled the collection team to further encourage a good response. A secure well publicised collection box was available for those who missed the collectors and five came in by post to the Chair or Parish Clerk.
- 4.27. *Publicity:* The publicity campaign included posters/banners; a pull up display in the Reading Room; use of Facebook and blogs on [www.kingstonplan.org](http://www.kingstonplan.org). Several well publicised information sessions were held and generated wide ranging discussion.
- 4.28. *Response:* The response to the questionnaire was *exceptional*. A total of 333 respondents completed the questionnaire from a total population of 387 (2011 census), showing an 86% return rate.
- 4.29. *Data collation and monitoring checks:* The method used to analyse the questionnaire returns was designed to ensure that individual responses were kept entirely confidential. The tick box data was entered onto an Excel spreadsheet by a resident against questionnaire number. Text answers to the 11 open questions were initially summarised, but then reported in full also attached to each questionnaire number.
- 4.30. A colleague from Bigbury Neighbourhood Planning Group checked a random sample of 11%, 18 questionnaires, to demonstrate the integrity of the database.
- 4.31. The spreadsheets were not published as in this small community individual households could be recognised. The report was made available through the website and paper copies were available in the Reading Room and Church. A summary report was put in the Parish Newsletter February 2018.

### **Character Assessment and Biodiversity Report**

- 4.32. A detailed Character Assessment of the parish, with descriptions of the geology, landscape, wildlife habitats and the historical development of Kingston was put on the website for comment (Evidence CS6a). A number of residents subsequently suggested amendments based on their experience and knowledge of the history, land use and wildlife resources of the parish.
- 4.33. A Biodiversity Report was also commissioned from the Devon Wildlife Trust and placed on the website (Evidence CS6b).

### **Second Homes and Holiday Lets**

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

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

- 4.36. A Local Housing Tenure and Type survey was carried out by a team of local residents in 2018 each using their knowledge of the area around their home, to identify homes occupied as a second home or holiday let, perhaps a combination of both, or as a principal residence. 43 homes were identified as second homes or holiday lets (Evidence CS2c).
- 4.37. Housing type was identified as follows, which indicates an imbalance in housing type and a preponderance of more expensive detached dwellings.

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

## 5. Regulation 14 Pre-submission Consultation

- 5.1. In June 2019, Kingston Parish Council approved a draft of the Kingston Neighbourhood Plan for consultation. The Plan had developed through many iterations and discussions between the Task Group and the Parish Council, to ensure that it reflected the outcomes of the consultation activities outlined above. Great effort was also made, with the assistance and advice of officers of SHDC, to ensure that the Plan complied with the National Planning Policy Framework (NPPF) 2019 and adopted plans for the area, in particular the Plymouth & South West Devon Joint Local Plan (JLP). A separate Basic Conditions Statement has also been prepared (Evidence CS8).

## **Regulation 14 consultation process**

5.2. The consultation took place over a 6-week period between 19<sup>th</sup> August and 29<sup>th</sup> Sept 2019. The consultation was conducted in compliance with Part 5, Reg 14 of the Neighbourhood Planning (General) Regulations 2012, and had the following elements:

### **Consultees**

- All residents of the parish
- Businesses and significant landowners
- Wide range of statutory consultees

a full list of non-resident consultees is attached as Appendix I.

### **Publicity**

5.3. Publicity for the consultation ensured that all consultees received the following information:

- How, where and when the plan could be viewed.
- How to make comments and by what date.

5.4. Publicity was undertaken as follows:

- Every household received a printed summary of the Plan, a response form and instructions for returning completed forms. These materials were delivered by hand to each household by a team of volunteers.
- Printed copies of the whole plan and response forms were made available in the Reading Room; Pub; old telephone kiosk information point. Printed copies of the whole plan were also made available to any resident who requested one.
- The entire document and response forms were available on the web-site, together with all key plan documents (Basic Conditions Statement, Character Assessment, Evidence Base, etc).
- Six drop-in sessions were held in the Reading Room, on various days of the week, and at various times of day. These were an opportunity for any consultee to speak with a member of the Parish Council or Task Group about the draft Plan. Printed copies of the whole Plan, response forms and other materials such as the Character Assessment were available.
- Statutory consultees were emailed with details of the plan and how to respond.

5.5. Other publicity materials used during the consultation were:

- 6 posters used on village notice boards and other prominent locations.
- A large banner.
- Pull-up display in the Reading Room
- Articles in the village Newsletter
- Items posted on the KEG Facebook page and web-site.

## 6. Changes to the draft Plan as a result of the Regulation 14 Consultation

6.1. The Reg 14 Draft Plan has been modified as a result of the outcome of consultation.

### Consultation responses

6.2. There was an extremely high response rate, with a total of 384 comments received from 75 of the 113 who responded. Every response received during the consultation has been logged verbatim, by consultee. SHDC also made some comments and advice that were discussed with the SHDC Neighbourhood Planning Advisor and is recorded in the response log above.

6.3. The Parish Council, assisted by the Task Group has carefully considered each and every consultation response and made an appropriate response. All of the comments and responses are contained in a response log (Evidence CS7a).

### Main issues and concerns raised during the consultation

6.4. A wide range of comments was received during the consultation. A number covered issues which are not strictly within the remit of a Neighbourhood Plan, and these have been referred to a Community Action Plan that the Parish Council will take forward in tandem with the Neighbourhood Plan (Evidence CS7b). A number of other comments could be resolved without taking action to modify the Plan.

6.5. As well as asking for general comments, the consultation response form included a section which asked, specifically, whether the respondent agreed or disagreed with each Plan policy. The results showed that there was an overall high level of support amongst residents for the draft Neighbourhood Plan Vision, Objectives and Policies:

Section / Policy	Total positive responses	% positive responses
Vision	90	86%
Objectives	87	83%
KNP1: Development and the Settlement Boundary	71	68%
KNP2: Design and Construction	98	93%
KNP3: Flooding and Sewerage	100	95%
KNP4: Renewable Energy	91	87%
KNP5: Housing Development	91	87%
KNP6: Principal Residence Requirement	100	95%
KNP7: Protecting the Landscape and Biodiversity	101	96%
KNP8: Protecting the Erme Estuary SSSI and the Coast	102	97%
KNP9: Protecting Agricultural Land	99	94%
KNP10: Heritage and Conservation	101	96%
KNP11: Dark Skies and Tranquillity	102	97%
KNP12: Community Facilities and Infrastructure	100	95%

<b>Section / Policy</b>	<b>Total positive responses</b>	<b>% positive responses</b>
KNP13: Local Green Spaces	93	89%
KNP14: New Business and Employment Development	101	96%
KNP15: Broadband and Telecommunications Infrastructure	101	96%

6.6. Although there was majority support for all draft Plan Policies, there were significant comments, concerns and suggestions in a number of areas. These are summarised below, including the actions taken as a result:

<b>Policy</b>	<b>Key issues and concerns raised</b>	<b>How the issues have been addressed</b>
Objectives	General support, but some comments that Plan text is confusing.	Text re-drafted to clarify objectives.
KNP1: Development and the Settlement Boundary	General support, but no clear definition of the purpose of the boundary, or criteria for where it has been set. Also concern from SHDC that 'exception sites' have not been clearly defined (see also KNP5).	Criteria for deciding the location of the boundary have been defined. Re-adopted the Development Boundary proposed in the Plymouth & SW Devon JLP (Evidence CS7b).  Changes to Policy to clarify what development is permissible outside the Development Boundary.
KNP2: Design and Construction	General support, but concern that there is insufficient context (e.g. lack of reference to the Character Assessment) and that policy wording unclear.	Character Assessment has been upgraded and fully referenced in the Plan. Detailed changes to the wording of the Policy.
KNP3: Flooding and Sewerage	Strong support, but concern from Environment Agency that wording might conflict with regulations and policy.	Policy amended to adopt new wording suggested by Environment Agency
KNP4: Renewable Energy	General support, but a few comments that the Policy is too negative.	No changes to Policy, but amendments to supporting text to emphasise a positive strategy for renewable that benefits the community and to align with JLP policies DEV33 and Dev 34.

KNP5: Housing Development	General support, but concern from SHDC that 'exception sites' have not been clearly defined (see also KNP1).	Minor changes to Policy wording to align fully with KNP1.
KNP6: Principal Residence Requirement	Strong support	No changes required.
KNP7: Protecting the Landscape and Biodiversity	Strong support, but some comments that more background could be provided.	Character Assessment has been upgraded and fully referenced in the Plan.
KNP8: Protecting the Erme Estuary SSSI and the Coast	Strong support	No changes required.
KNP9: Protecting Agricultural Land	General support	No changes required.
KNP10: Heritage and Conservation	Strong support, but some suggestions from Devon CC Historic Environment Team to improve background information and referencing.	Character Assessment has been upgraded and fully referenced in the Plan. Supporting text reworded and references added to Devon Historic Environment database.
KNP11: Dark Skies and Tranquillity	Strong support.	No changes required.
KNP12: Community Facilities and Infrastructure	General support. Comment that Policy could be strengthened to prevent change of use of key assets.	Minor change to wording of policy.
KNP13: Local Green Spaces.	General support, but concern that some proposed Green Space intrudes over private gardens.	Land in question (Open Area south of Morgan's Row) has been removed from proposed Green Space designation.
KNP14: New Business and Employment Development	General support. Request to strengthen existing employment uses of redundant farm buildings.	Policy amended to protect non-agricultural businesses that are affected by re-use of farm buildings.
KNP15: Broadband and Telecommunications Infrastructure	General support.	No changes required.



## 7. Time Table of Activity

Sept – Nov 2016	<b>Independent Housing Needs Survey;</b> prior letterdrop and survey delivery by hand to all homes
Oct 2016 – ongoing	<b>Articles</b> in Parish Newsletter
Dec 2016	<b>Engagement and Communication Strategies</b> agreed
Dec 2016	<a href="http://www.kingstonplan.org">www.kingstonplan.org</a> established
Dec 2016 Dec 2016, Jan 2017	<b>Village Drop-in Open event</b> 2 further meetings with young people and children
Jan – August 2017	<b>Call for landowners/developers</b> with building ideas/plans Face to face meetings/ telephone calls
May – August 2017	Consultant appointed and <b>Site Assessment report</b> drafted
Sept 2017	<b>Character Assessment</b> drafted and on website for comment
Oct 2016 – Dec 2018	Meetings/consultation with officers and members SHDC
Feb – Sept 2017	<b>Community questionnaire</b> developed and trialed
August 2017	<b>Biodiversity Report</b> commissioned from Devon Wildlife Trust
Sept- Oct 2017	Publicity for questionnaire
23/24 Sept – 17/23 Oct 2017	Questionnaire hand delivered to and collected from all homes in parish
Nov – Dec 2017	Data collation and checking
Dec/Jan 2017/18	Community <b>Questionnaire Report</b> and <b>Children’s Questionnaire Report</b> prepared, put on website and paper copies available for this period in RR and Church
Dec – Jan 2017/18	<b>Site Assessments Report</b> published on website and paper copies available in Reading Room and Church
Oct 2018	Full report of Community <b>Questionnaire text comments by question</b> published

Sept 2018	<b>Local housing tenure survey</b> carried out by team of residents
Sept 2016 - ongoing	Meetings/emails with other NP groups <ul style="list-style-type: none"> <li>• Ugborough- early advice visit</li> <li>• Modbury- liaison with group members</li> <li>• Bigbury – liaison and support from group members</li> <li>• Holbeton – advice/information to group</li> <li>• Ringmore – liaison with group chair</li> </ul>
March 2018 – March 2019	Drafting the Plan
January 2019	A <b>glossary</b> available on <a href="http://www.kingstonplan.org">www.kingstonplan.org</a>
April 2019	Reg 14 Plan Consultation draft agreed by PC
April 2019	Reg 14 Consultation draft sent to SHDC
19 <sup>th</sup> August to 29 <sup>th</sup> September 2019	Reg 14 Consultation period
Oct 2019 – January 2020	Review Reg 14 Consultation responses
February 2020 – May 2020	Draft Reg 15 Plan taking account of consultation responses

## 8. Evidence

Please see the evidence stored on the website as linked below

<b>CS1. Engagement Strategy</b>	
CS1(a)	<a href="#">Kingston Neighbourhood Plan Engagement Strategy Dec 2016</a>
CS1(b)	<a href="#">Neighbourhood Plan Task Group Terms of Reference</a>
CS1(c)	<a href="#">Minutes of Neighbourhood Plan Task Group meetings</a>
<b>CS2. Kingston Housing</b>	
CS2(a)	<a href="#">Kingston Local Lettings Plan</a>
CS2(b)	<a href="#">Housing needs survey</a>
CS2(c)	<a href="#">Local housing tenure and type survey</a>
<b>CS3. Drop-In Days</b>	
CS3(a)	<a href="#">Drop-In Day Report</a>
<b>CS4. Site Assessments</b>	
CS4(a)	<a href="#">Independent Site Assessment Report</a>
<b>CS5. Community Questionnaires</b>	
CS5(a)	<a href="#">Community Questionnaire</a>
CS5(b)	<a href="#">‘Very Special’ Questionnaire</a>
CS5(c)	<a href="#">Community Questionnaire Report</a>
CS5(d)	<a href="#">Log of Community Questionnaire responses</a>
CS5(e)	<a href="#">‘Very Special’ Questionnaire Report</a>
CS5(f)	<a href="#">Community Questionnaire Process Management Report</a>
<b>CS6. Character Assessment and Wildlife</b>	
CS6(a)	<a href="#">Character Assessment</a>
CS6(b)	<a href="#">Devon Wildlife Trust Biodiversity Report</a>
<b>CS7. Regulation 14 Consultation</b>	
CS7(a)	<a href="#">Parish Council responses to Regulation 14 Consultation comments</a>
CS7(b)	<a href="#">Adopted Development Boundary</a>
CS7(c)	<a href="#">Community Action Plan</a>
<b>CS8. <a href="#">Basic Conditions Statement</a></b>	

## Appendix I – Non-resident corporate and landholder consultees.

Organization Name	Name		acknowledged	responded
Arquiva	Tim Holloway			
Bigbury PC	Richard Matthews	Clerk		
BT Openreach				
CAB				
Carers Direct (UK) Ltd	Sally Richardson			
Churches Together in Devon	Paul Snell	County Ecumenical Officer	19-Aug	
Devon and Cornwall Housing Association				
Devon and Cornwall Police	Sarah Jane Barr			
Devon and Somerset Fire and Rescue Service				
Devon CC	Public Health			
Devon CC	Rufus Gilbert	Cllr		
Devon CC	Stephen Reed	Historic Environment		04-Sep-19
Devon CC	Richard Jackson	Highways		25-Sep-19
Devon CC	Les Pym	Streetlighting Team		26-Sep-19
Devon Disability Network				
Devon Historic Buildings Trust	Debbie			
Devon Wildlife Trust	Contact Us			
Devon Wildlife Trust	R Rivett			
Diocese of Exeter	Charlotte Vickers			
Diocese of Exeter	Nigel Pratt		19-Aug	
Dolphin Inn	Craig Worthington			
EE Mobile				
Environment Agency	Marcus Salmon	SPDC		30-Sep-19

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Organization Name	Name		acknowledged	responded
Flete Estate	John Mildmay-White			15-Oct-19
Gary Streeter	Gary Streeter	MP	19-Aug	
Guinness Trust	Lee Coatham			
Guinness Trust	Lucinda Walsh	Customer Liaison Officer		
Helpful Holidays				
Historic England	David Stuart			17-Sep-19
Holbeton PC	Teresa Drew			
Homes and Communities Agency				
Ivybridge Community College				
Kingsbridge and Salcombe Chamber of Commerce				
Kingsbridge Community College				
Kingsbridge Community Health and Social Care Team	Simon Chant			
Kingston Parochial Church Council	Ian Seeley	Secretary		
Marine Management Organisation	Info			
Modbury Benefice	Emma	Vicar's PA		
Modbury Benefice	Rev Matt Rowland	Vicar	19-Aug	
Modbury Caring	Michael Tagent			
Modbury Caring	Sue Cross			
Modbury Health Centre				
Modbury Parish Council	Sacha Hagar	Clerk		19-Sep-19
Modbury Preschool				
Modbury Primary School				
National Farmers Union	South West NFU			

## Appendix I – Non-resident corporate and landholder consultees.

Organization Name	Name		acknowledged	responded
National Trust			19-Aug	
Natural England	Carol Reeder		19-Aug	23-Sep-19
New Devon CCG				
O2 and Vodaphone				
OFCOM			19-Aug	
Plymouth & Devon REC	Julie Paget			
Plymouth Hospitals Trust			19-Aug	
Punch Taverns				
Rick and Rosemary Dreyer				
Ringmore PC	Peter Javes			
RSPB	Roberta Smith		19-Aug	
South Hams DC	Neighbourhood Plan Team		19-Aug	23-Oct-19
South Devon AONB	Adam Davison			13-Sep-19
South Devon CCG	Ian Turnbull			
South Hams CPRE				
South Hams CVS	Jill Davies			
South West Coast Path	Esther Pearson			
South West Water	Martyn Dunn	Developer Services Planning	19-Aug	21-Aug-19
Tally Ho! Coaches Ltd				
3 Mobile	Jane Evans			
Toad Hall Cottages	Tricia Hylton			
Vicarage Park Ltd	Paul Batho			18-Sep-19
Western Power	SA Cross			