

Bromham Neighbourhood Development Plan

Consultation Strategy
December 2023

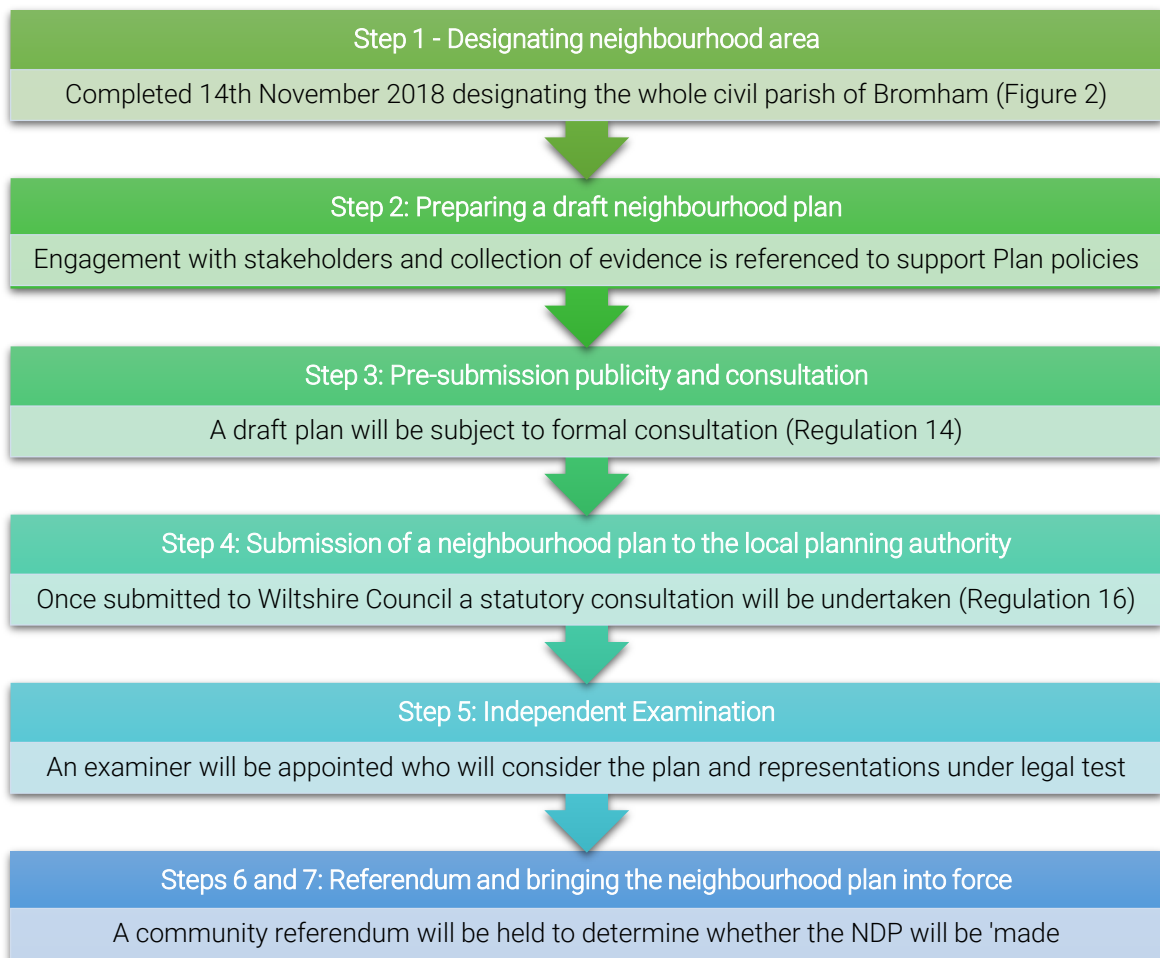
1. Introduction

- 1.1. This Strategy has been prepared to help guide the process of community and stakeholder engagement needed to produce an informed and relevant community-led Neighbourhood Development Plan (NDP) for Bromham. It sets out a range of activities and actions that can be taken to engage with the community.
- 1.2. Effective engagement with local residents, community groups, businesses, and service providers in Bromham and other stakeholders is a crucial aspect in creating a well-informed NDP and a sense of community ownership.

2. What is a Neighbourhood Plan?

- 2.1 The Localism Act 2011 enabled communities to shape new development and promote better land use in their community by preparing Neighbourhood Development Plans (NDPs). The aim of the legislation is to empower local communities to use the planning system to promote appropriate and sustainable development in their area.

Figure 1 – Steps in preparing the NDP

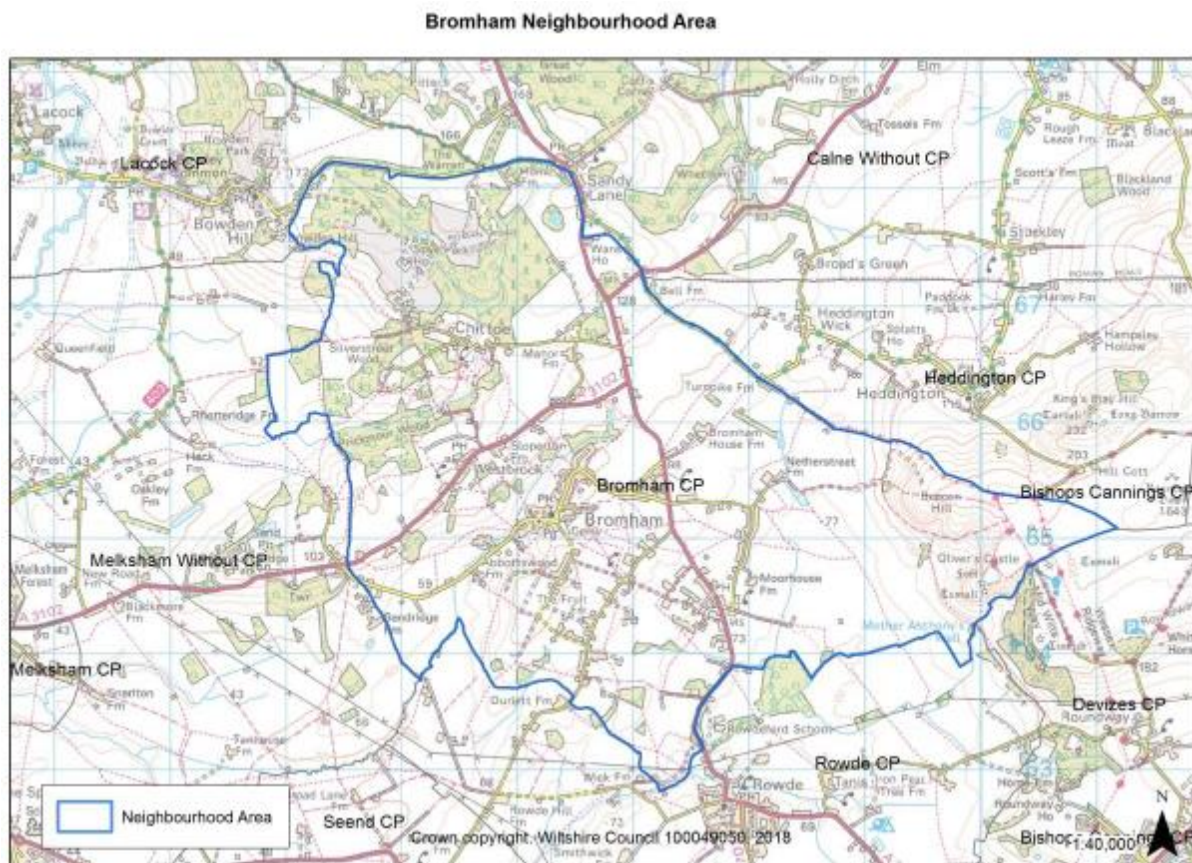


- 2.2 A NDP can set out a vision for an area and planning policies for the use and development of land. The plan must be in conformity with the government’s National Planning Policy Framework 2021 (NPPF), as well as the Wiltshire Core Strategy/Local Plan (currently under review) and must also satisfy the legally required Basic Conditions.
- 2.3 The Regulations set out the steps that must be taken in preparing an NDP, including formal consultation, examination and a parish referendum to approve it. Once adopted – the formal term is ‘made’ - the NDP becomes part of the Wiltshire Development Plan and forms the basis for determining planning applications in Bromham Parish.

Why produce a NDP for Bromham?

- 2.4 The NDP covers the whole of the civil parish of Bromham as defined at Figure 2. The NDP will be prepared by residents and members of the Parish Council, working as part of the Steering Group and supported by independent consultants.
- 2.5 The overarching aim of preparing the Bromham NDP is to involve the local residents, through consultation, in decisions about how their village and rural setting develops. The NDP provides a significant opportunity for local people to influence planning decisions, as planning applications are determined by Wiltshire Council *‘in accordance with the Development Plan unless material considerations indicate otherwise’*.

Figure 2 - Designated Bromham Neighbourhood Area



3. Why do we need a consultation strategy?

- 3.1 This strategy is a way of explaining the steps we intend to take. It has been prepared to demonstrate that this is a process that needs community involvement and that the community knows this. It describes the processes and methods that may be employed in community engagement activity and presents a set of commitments to the community about how we will seek to inform, communicate with and involve them throughout the NDP project.

4. Consultation timing

- 4.1 The timescale we have laid out will be subject to alterations due to external factors and the ability of consultees to form their comments, but also the need to adjust ourselves to what we report and any additional considerations which arise, such as new planning policies at a national or Wiltshire level.

5. Who will we consult?

- 5.1 We are committed to open and honest dialog with the community and try to include as many groups, organisations and individuals in the NDP process. This means consultation with:

- Residents
- Community and interest groups
- Landowners
- Developers
- Businesses and employees
- Adjoining Town / Parish Councils
 - Melksham Without
 - Seend
 - Rowde
 - Devizes
 - Bishops Cannings
 - Heddington
 - Calne Without
 - Lacock
- Local planning authorities (Wiltshire Council)
- Government agencies including:

- Environment Agency
- Natural England
- Highways England
- Historic England
- Network Rail
- Any other persons interested in the development and use of land within Bromham.

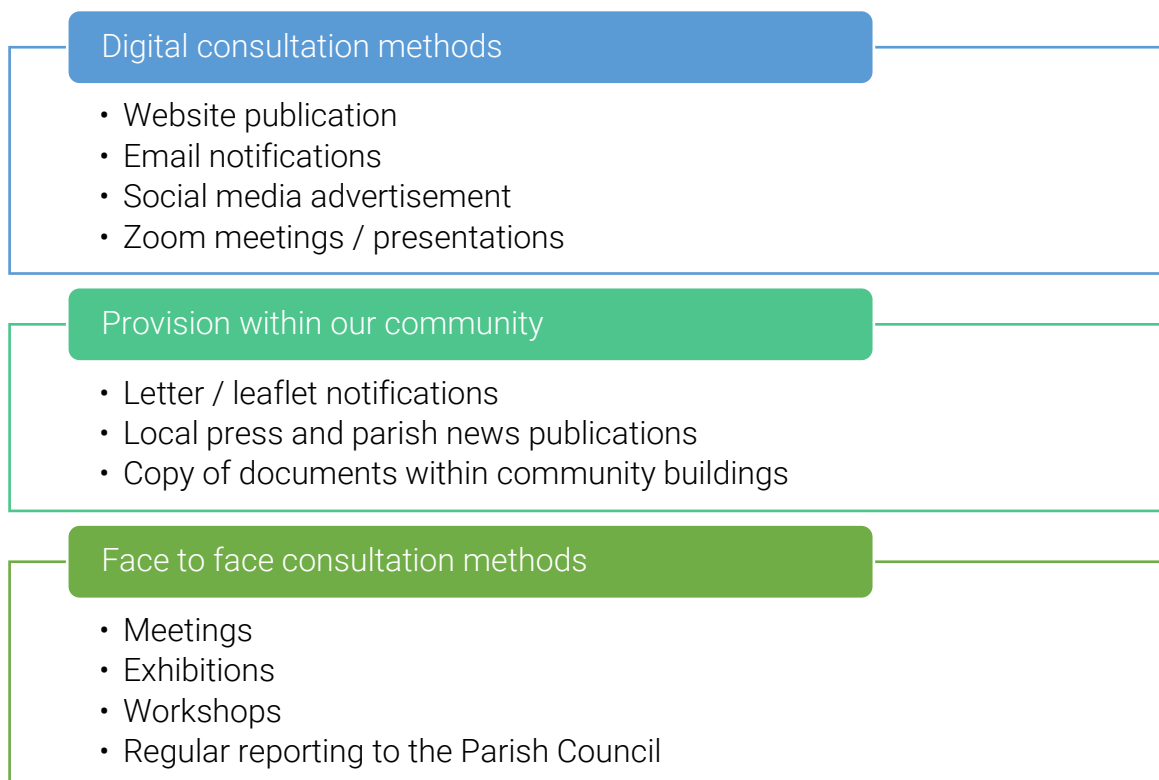
5.2 We will work with stakeholders to ensure we can reach as many different groups in society as possible, including underrepresented groups (as defined in the Wiltshire Council Statement of Community Involvement - <https://www.wiltshire.gov.uk/planning-policy-sci>)

5.3 Anyone can contact the Steering Group to request to be added to or removed from a list of consultees. The email address for correspondence is: Jim Butler bdjbutler@aol.com

6. How do we consult?

6.1 We will use a variety of consultation methods, ensuring those used are proportionate to the matter and task. Some examples of such methods are illustrated in figure 3 below.

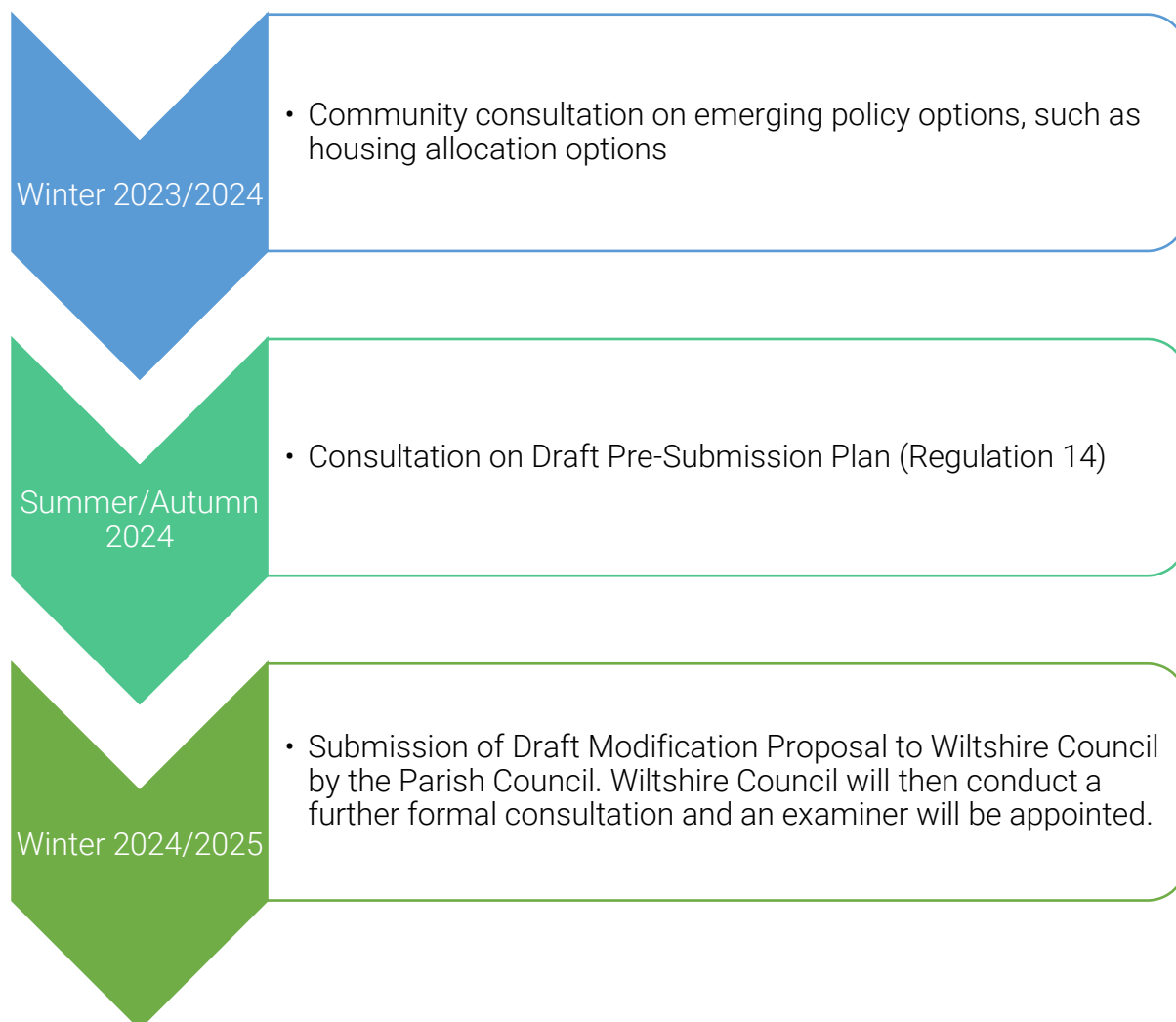
Figure 3 – Consultation methods



7. Consultation programme

7.1 The below consultation programme is indicative of the remaining activities for the review of the Bromham NDP prior to submission of the draft modification proposal plan to Wiltshire Council. All timescales are indicative and subject to change. An updated consultation programme will be published as the NDP progresses. Details of how to take part and comment will be made available at each stage.

Figure 4 - Draft consultation programme



8. Availability of information

- 8.1 Steering Group agendas and minutes will be published on the Parish Council website following their approval - <https://bromhamwiltshire.org/documents/>
- 8.2 Steering Group meetings are closed to all members of the public, unless specifically stated otherwise.

9. Privacy Notice

9.1 When you attend a consultation event or return a survey or consultation document, the information you provide (personal information such as name, address, email address, phone number) will be processed and stored so that it is possible to contact you and respond to your correspondence and provide information relating to the Neighbourhood Plan. Your personal information will not be shared with any third party.

When you contact us

9.2 The information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored to enable us to contact you and respond to your correspondence, provide information and/or access our facilities and services. Your personal information will be not shared or provided to any other third party.

The Councils Right to Process Information

- 9.3 General Data Protection Regulations Article 6 (1) (a) (b) and (e)
- Processing is with consent of the data subject or
 - Processing is necessary for compliance with a legal obligation or
 - Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

Information Security

9.4 The Parish Council has a duty to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and appropriate policies. Copies of these policies can be requested.

9.5 We will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted. You may request the deletion of your data held by the Parish Council at any time.

Children

9.6 We will not process any data relating to a child (under 13) without the express parental/guardian consent of the child concerned.

Access to Information

- 9.7 You have the right to request access to the information we have on you. You can do this by contacting our Data Information Officer, the Parish Clerk on clerk@bromhamwiltshire.org

Information Correction

- 9.8 If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact our Parish Clerk clerk@bromhamwiltshire.org to request this.

Information Deletion

- 9.9 If you want the Parish Council to delete the information about you please contact our Parish Clerk clerk@bromhamwiltshire.org to request this.

Right to Object

- 9.10 If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please contact our Parish Clerk clerk@bromhamwiltshire.org to object.

Rights Related to Automated Decision Making and Profiling

- 9.11 The Parish Council does not use any form of automated decision making or the profiling of individual personal data.

Complaints

- 9.12 If you have a complaint regarding the way your personal data has been processed you may make a complaint to the Parish Council Data Information Officer, the Parish Clerk on clerk@bromhamwiltshire.org and the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113

Summary

- 9.13 In accordance with the law, the Parish Council only collect a limited amount of information about you that is necessary for correspondence, information and service provision. We do not use profiling, we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our Privacy Policies to keep it up to date in protecting your data. (You can request a copy of our policies at any time).