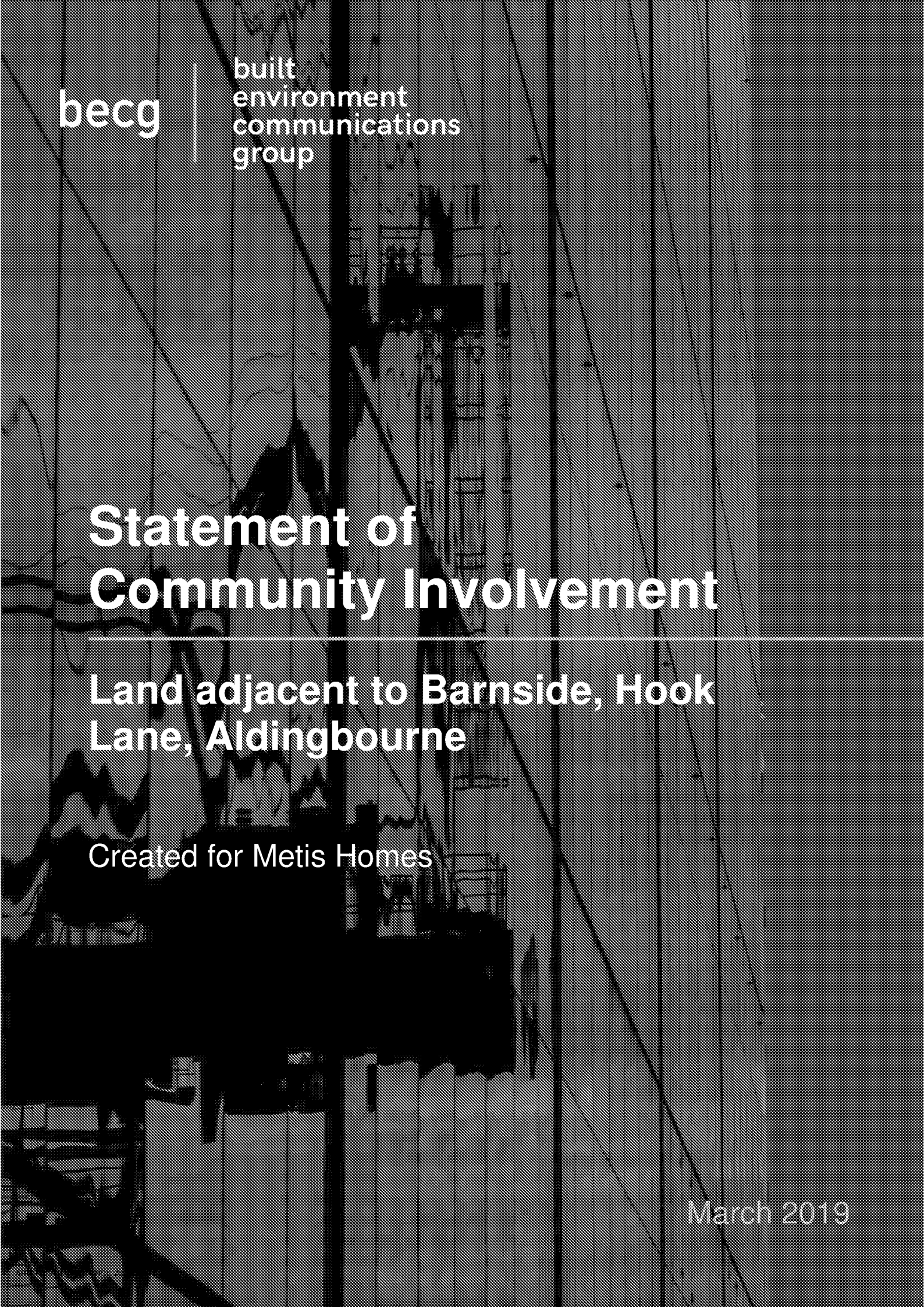




becg

built
environment
communications
group

Statement of Community Involvement

**Land adjacent to Barnside, Hook
Lane, Aldingbourne**

Created for Metis Homes

March 2019

Contents Page

Contents Page	1
Executive Summary	2
1. Introduction	3
2. Background	4
2.1 Proposal site	4
2.2 Proposal.....	4
3. Pre-application Consultation	5
3.1 Statement of Community Involvement	5
3.2 Contacting Statutory Bodies	6
3.3 Meetings with Neighbours.....	6
3.4 Stakeholder Briefings.....	7
3.5 Presentation to Aldingbourne Parish Council.....	7
4. Post-Application Consultation.....	9
4.1 On-going Stakeholder Engagement.....	9
4.2 Letters to Interested Parties	9
5. Conclusion	10
6. Appendices.....	11
• Copy of the resident meeting invitation letter	11
• Copy of the resident follow-up letter.....	11
• Copy of the stakeholder meeting invitation letter	11

Executive Summary

Metis Homes is committed to consulting with the local community regarding its proposals for the development of land adjacent to Barnside, Hook Lane, Aldingbourne.

Pre-application consultation included individual meetings with neighbouring residents, as well as a presentation to Aldingbourne Parish Council. Local ward members were also invited to meet and provided with further detail regarding the plans. This provided key stakeholders and interested parties the opportunity to view and provide feedback on the proposals.

Metis Homes has carefully reviewed all of the comments received and, where possible, has evolved the proposals to address the comments raised by the local community and key stakeholders consulted on the application.

Metis Homes is committed to engaging with the local community and, following the submission of the application, will ensure that interested parties and key stakeholders remain informed and updated regarding the plans.

This document provides a chronological account of the pre-application consultation undertaken.

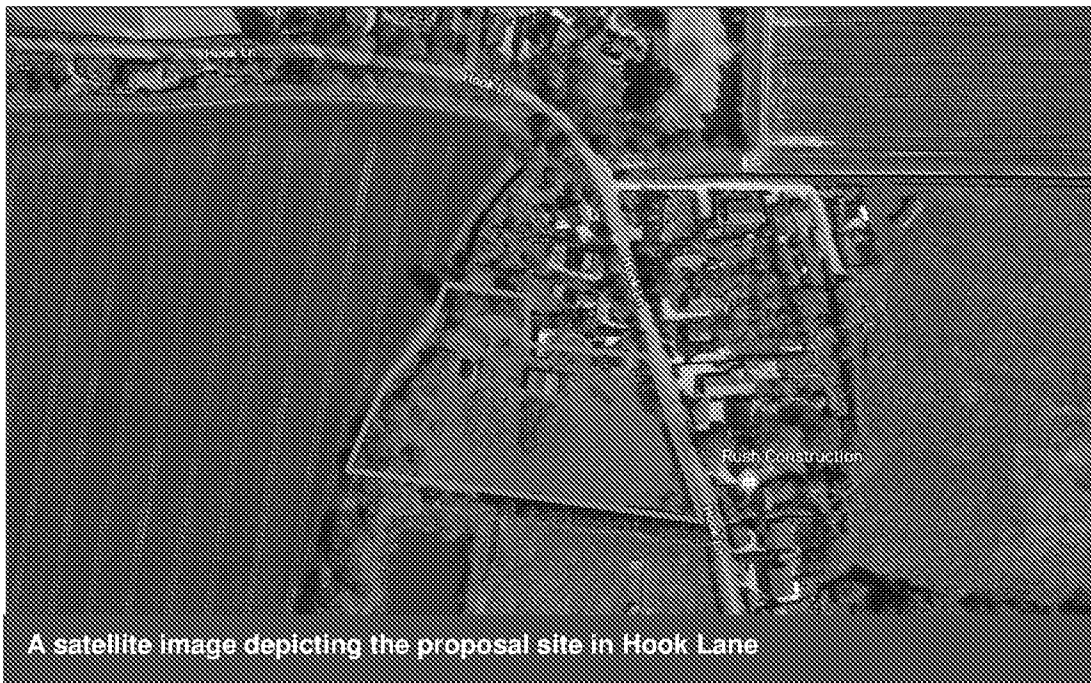
1. Introduction

- 1.1 Metis Homes, an award-winning developer of high-quality new homes, has acquired an interest in land adjacent to Barnside, Hook Lane and is proposing a redevelopment of the site to provide 14 new homes, with associated car parking and landscaping.
- 1.2 Metis Homes is committed to consulting local stakeholders and the local community with regard to its proposals and has a strong track record of communicating with members of the local community, community groups, local councillors and other relevant third-party stakeholders.
- 1.3 This document has been produced with the aim of clearly and concisely detailing the community consultation undertaken by Metis Homes in respect of its proposals for the site.
- 1.4 This document provides a chronological account of the consultation activity that has been undertaken within the pre-application stages of the planning application and, in addition, the activity that Metis Homes propose to undertake following submission of an application.
- 1.5 In order to assist with community engagement on the plans, Metis Homes appointed Built Environment Communications Group (BECG), a specialist communications consultancy, to form part of its wider project team.

2. Background

2.1 Proposal site

- 2.1.1 The site is located on the western side of Hook Lane and is currently comprised of a large patch of grass scrubland, a number of disused out-buildings and a pond in the south west corner of the site.
- 2.1.2 The site has previously received outline planning permission for a scheme of up to 14 dwellings, and as such, the principle for development on the site has been established. Metis Homes' proposals for the site follow the parameters of the outline planning permission, while enhancing them to improve the relationship with neighbouring properties and the frontage running along Hook Lane.



A satellite image depicting the proposal site in Hook Lane

2.2 Proposal

- 2.2.1 Metis Homes' plans propose the delivery of 14 new, high-quality homes, including the retention of the pond in the south west corner, and its enhancement with an ecological buffer, as well as the provision of open space in the centre of the site.
- 2.2.2 The proposed development will be accessed via a single vehicular and pedestrian access point from Hook Lane.

3. Pre-application Consultation

3.1 Statement of Community Involvement

- 3.1.1 In carrying out its pre-application consultation, Metis Homes and its development team has given due regard to the most recent version of the National Planning Policy Framework (2018) which states in Paragraph 40 that:

“Local planning authorities have a key role to play in encouraging other parties to take maximum advantage of the pre-application stage. They cannot require that a developer engages with them before submitting a planning application, but they should encourage take-up of any pre-application services they offer. They should also, where they think this would be beneficial, encourage any applicants who are not already required to do so by law to engage with the local community and, where relevant, with statutory and non-statutory consultees, before submitting their applications.”

- 3.1.2 Arun District Council (ADC) adopted its Statement of Community Involvement in 2018. The pertinent section of the SCI is highlighted below:

“The Council recommends that developers adopt at least one of the consultation methods listed in Table 5 below in advance of submitting planning applications for both minor and major applications. The type and nature of this consultation however will vary depending on the complexity and scale of the development proposed. The appropriate level of consultation will be discussed with the applicant at the pre-application meeting.

It should be noted that the Council can only request that applicants carry out pre-application consultation. The Council cannot refuse to accept planning applications because an applicant has not to [sic] undertaken pre-application consultations. However the submission of a planning application following preapplication advice will ensure that it receives priority checking. Detailed preapplication guidance notes are available for viewing on the Council’s website at www.arun.gov.uk.”

Metis’ proposed scheme is considered a “major” development under the definitions of ADC’s SCI because it comprises of 10 or more dwellings. In Table 5 cited above, for major applications ADC suggests the following approaches/consultees for pre-application consultation are appropriate:

- Public meetings
- Public exhibitions
- Workshops
- Planning for Real

- Town & Parish Councils
- Media
- Mail drop
- Street survey questionnaires
- Specialist community involvement consultant
- Notify neighbours
- Website

3.1.3 Government guidance and ADC's SCI encourages pre-application discussions and community involvement. Therefore, prior to submitting the formal planning application for the site, Metis Homes together with its development team undertook a programme of community consultation, as outlined below.

3.2 Contacting Statutory Bodies

3.2.1 During the pre-application discussions, meetings were sought with planning officers alongside relevant bodies, including pre-application meetings. Details of these discussions are set out in the Planning Statement and the various technical background studies accompanying the planning application.

3.3 Meetings with Neighbours

3.3.1 Metis Homes felt it was important to discuss the proposals for the site's development with neighbouring residents of the site. Therefore, a letter was sent on Thursday 21st February 2019 notifying residents of Metis Homes' interest in the site and inviting them to meet with them individually to discuss the plans. A copy of this letter can be found in the appendices.

3.3.2 Metis Homes received a response from the following neighbouring properties:

- The Willows
- Laburnums
- The Hame

3.3.3 Meetings were subsequently arranged with interested parties and individual meetings held with residents. The main topics of discussion during the meetings were as follows:

- The amount of screening planting along the Hook Lane boundary
- The removal of the large conifers on the southern boundary of the site to improve light to neighbouring properties
- The number of properties proposed on-site
- The location of the green open space

- Access / traffic / highway safety
- Street lighting
- The provision of a communal space for the local children
- Location of marketing signage

3.3.4 Metis Homes carefully reviewed all of the comments received and as a direct result of feedback from neighbours, the following amendments to the scheme were made:

- Pedestrian access to Plots 2, 3, 4 and 5 directly from Hook Lane removed;
- Additional unallocated parking spaces for visitors added;
- Existing conifer hedge at western boundary shown for removal and replacement with native hedge to improve visual amenity and biodiversity;
- Key areas of open space and landscaping to be included within communal areas under control of a management company going forward.

3.3.5 A follow up letter was sent to the three properties that met with the project team, thanking them for their time and providing contact details for any further queries or comments. A copy of this letter can be found in the appendices.

3.4 Stakeholder Briefings

3.4.1 Metis Homes also felt it was important to discuss the proposals for the site's development with the site's relevant ward members on ADC. Therefore, a letter was sent on Tuesday 12th February 2019, notifying them of Metis Homes' interest in the site and inviting them to meet with them individually to discuss the plans. A copy of this letter can be found in the appendices.

3.4.2 Follow up telephone calls were undertaken to further explore meetings with the ward members. Whilst ward members appreciated receiving the letter and follow-up call, it was felt a meeting to discuss the proposals was not required.

3.5 Presentation to Aldingbourne Parish Council

3.5.1 Two representatives of Metis Homes attended a meeting with Aldingbourne Parish Council on Tuesday 12th March 2019 to present the draft plans for the proposed development of the site.

3.5.2 The presentation included an explanation of the community consultation that had taken place, and invited the comments of the Parish Council prior to finalising the plans ahead of a formal submission.

3.5.3 The main topics of discussion during the meeting were as follows:

- The amendments that have been made since the outline planning permission

- Increased visitor parking on site
- The removal and replanting of the southern boundary to increase the light of the neighbouring properties
- Increased screening along the eastern boundary of the site
- The design and materials proposed for the plans, and the possible inclusion of flint
- Drainage and flooding
- Site management
- Pedestrian access to properties on Hook Lane
- Construction management

4. Post-Application Consultation

4.1 On-going Stakeholder Engagement

- 4.1.1 Given the interest shown by residents and stakeholders in the proposals, Metis Homes will ensure that information continually flows through existing channels to interested parties.

4.2 Letters to Interested Parties

- 4.2.1 A letter will be sent to the following groups and individuals informing them that the application has been submitted, alongside addressing the main comments raised throughout the consultation:

- Aldingbourne Parish Council
- Immediate neighbours
- Ward Members for Barnham
- Anyone else that has engaged in the consultation process or registered for updates

- 4.2.2 Those who request further information by telephone, letter or email will be responded to as soon as possible in the most appropriate manner.

5. Conclusion

- 5.1 Metis Homes has conducted a comprehensive pre-application consultation process including individual meetings with neighbouring residents, a presentation to Aidingbourne Parish Council, and engagement with local ward members. This has ensured all key local stakeholders and interested parties have had the opportunity to view and provide feedback on the proposals.

6. Appendices

- Copy of the resident meeting invitation letter
- Copy of the resident follow-up letter
- Copy of the stakeholder meeting invitation letter

METIS HOMES

Modern Homes. Traditional Values.



Our Ref: AOB/RR

21st February 2019

Dear Sir/Madam

Re: Land adjacent Barnside, Hook Lane

Please excuse my direct approach.

I work for Metis Homes, and wanted to write out of courtesy to let you know that we have recently secured terms to purchase the above land, which is more clearly identified on the attached plan. The site, as you may know, received an outline planning permission for a scheme of up to 14 dwellings. This planning permission was secured by another party. We at Metis feel that there is a very good opportunity to deliver this development in a tasteful and high quality manner, but also in a way that is delivered professionally and with due care so that disruption is minimised as far as it can be to key neighbours and the local community.

With this in mind I would be very happy to meet with you or speak with you if you would like me to present our detailed plans for how we intend the development will look, or indeed if you have any concerns you would like to address with me for my consideration. Please note I have written similarly to some of your fellow close neighbours given you are more affected than most by this proposed development.

We hope to submit our detailed proposals for how the houses may look as part of the reserved matters planning condition discharge procedure with Arun District Council over the coming weeks, and we will also speak with key local stakeholders as part of this process, again in order to introduce ourselves and hopefully give some reassurance that we are a reputable developer with quality and professionalism in mind.

Feel free to contact me at any time in order to arrange a discussion or meeting as you may require; in the meantime please do visit our website at www.metishomes.co.uk to give you a better idea of who we are as a company and the way in which we operate. Thank you for your time and apologies again for the direct approach.

Best regards,

Metis Homes Limited

WhatHouse?
AWARDS 2016

Best Small Housebuilder

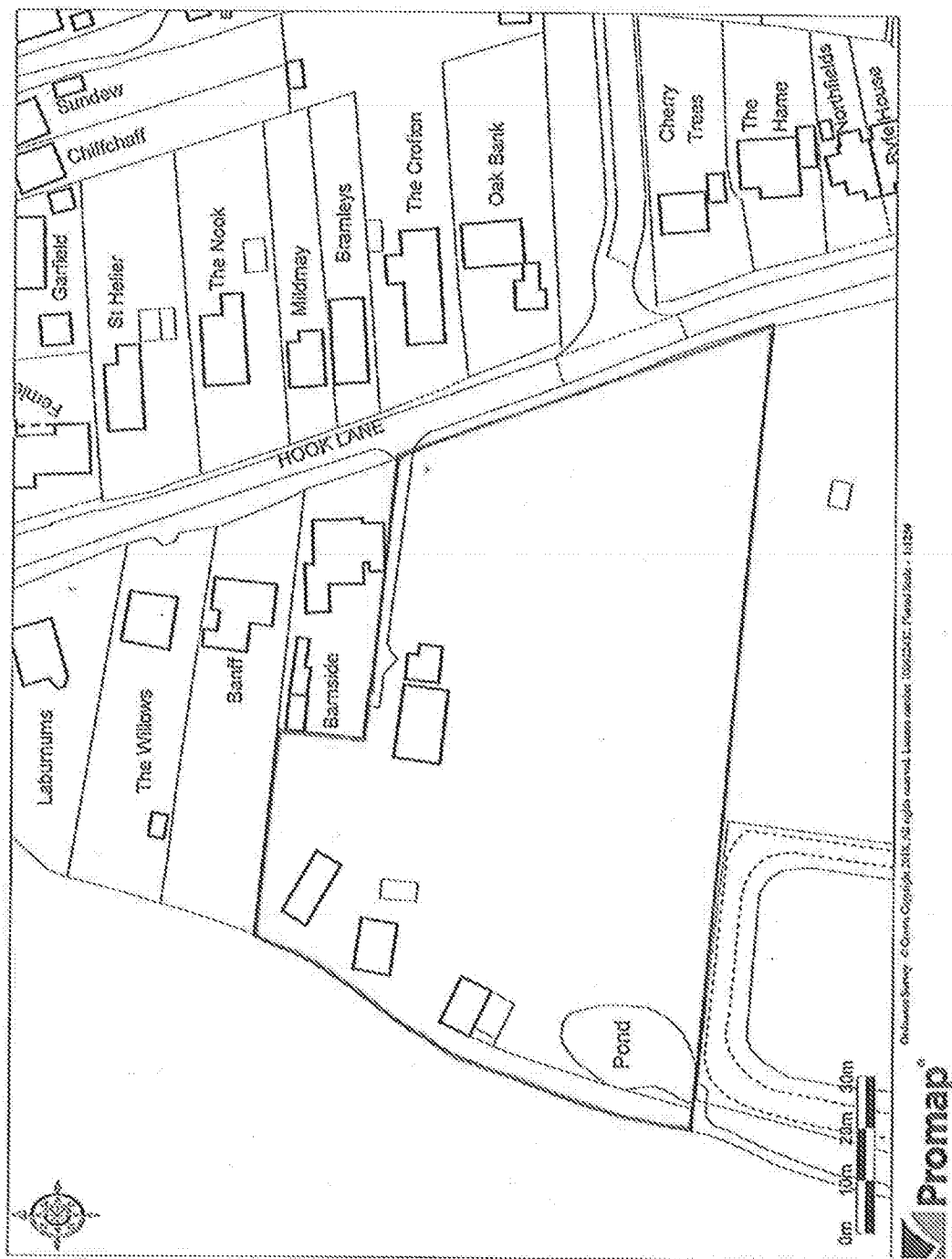
WhatHouse?
AWARDS 2017

Best Small Housebuilder

Part of the RO Group

e: sales@metishomes.co.uk | t: 01962 893535

Tower Street, Winchester, Hampshire SO23 8TA www.metishomes.co.uk



METIS HOMES

Modern Homes. Traditional Values.



Our Ref: AOB/RR

12th March 2019

Dear

Re: Hook Lane, Aldingbourne

Just a note to thank you very much for your time on Friday. I feel like I have a better idea of some of the key things that concern you and your fellow neighbours, and I will endeavour to see what we can do to respond to these during the next iteration of the design.

Please do feel free to keep in touch if anything else crops up that concerns you that we didn't discuss on Friday, otherwise I will send you the updated plans once the reserved matters application to discharge the planning conditions is submitted later this month.

Best

Yours

For

Ada

Man



Best Small Housebuilder

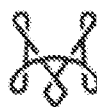


Best Small Housebuilder



METIS HOMES

Modern Homes. Traditional Values.



12th February 2019

Dear Councillor Martin Beaton,

Emerging Proposals for Development at Land adjacent to Barnside, Hook Lane, Aldingbourne

Please excuse my direct approach.

I write out of courtesy to inform you that Metis Homes has secured terms to purchase the above site, which is more clearly shown edged red on the attached plan. Firstly I would say that I fully appreciate that this site was not favoured by key local stakeholders as a residential development site, having read with interest the extensive planning history related to the land.

We are as a business extremely focused on key stakeholder consultation with any development project we take on. Whilst the above site is slightly different from normal in that we are arriving at a time when there has already been a significant planning process, and there is a planning permission in place, nonetheless we want to engage with you as a key stakeholder to introduce ourselves and to try to understand 'first hand' what we may be able to do, as a professional developer, that may go some way to building up some trust between us as ultimate developer of this land and the local community.

Whilst the planning permission for 14 dwellings is set, and thus to a large degree we are constrained by the requirements of that planning permission, it remains important to us to have a good relationship with the local community and as such I would be most grateful to be able to meet with you at a time convenient to you to learn about the history of the site and particular issues or concerns you may have, that we can seek to address.

If you have any questions or would like further information in the meantime, then please do not hesitate to contact **0800 298 7040** and ask to speak with **Ally Kennedy** or **Jenny James**. Please do visit our website at **www.metishomes.co.uk** to give you a better idea of who we are as a business. I hope it may provide some comfort that we are a small, privately owned housebuilder, with a focus on quality over quantity.

Our reputation is extremely important to us in terms of the values that drive the business, which are centred around professionalism, integrity and a genuine focus on community consultation and customer care. What I can promise is that all of these values will drive the development process at the above site so that the local community can be assured that high quality will be delivered.

Best regards

Yours sincerely

For Metis Homes Limited

Adam O'Brien

Managing Director