

## Appendix 7a: Survey Process

### Summary of Process

1. This survey was designed by the community to provide an opportunity for all members of the community to express views and to influence the future development of the community. The [Survey Form](#) was provided as a printed copy and an on-line option was also provided. The survey was hand delivered to all houses and businesses and there was a prize draw for a £50 shop voucher which respondents could post in the shop (separate from the data on the form so that the survey data was anonymous). The Survey Form has been attached as Appendix 8.
2. The surveys were submitted either online or in sealed envelopes and these were all passed directly to an independent organisation (Centre for Facilitation) based in Leeds. Each survey was collated electronically to provide a complete picture of all the responses. In total 177 surveys were completed, 18 online and the remainder were all completed manually. The questionnaire was very detailed with a total of 56 questions, many of these questions contained several sub-questions.
3. The time taken for processing each survey was 15-25 minutes and it was anticipated that respondents would have taken between 30 minutes and an hour to complete the questionnaire. The length of the questionnaire and the amount of detail in the questions makes it very impressive that the community were able to achieve such a high completion rate. Many respondents wrote a lot of additional information throughout the survey which shows a high level of engagement. This was more than a simple "tick box" type of survey.
4. The [Survey Report](#) has been attached as Appendix 9 and provides a summary for each question to add understanding of the main concerns. In some of the questions some data has been removed or condensed to provide more clarity in the analysis, however the full data analysis reports have been made available to the [NP Steering Group](#) and are available upon request.

### What should a neighbourhood plan address?

5. As outlined in [paragraph 13 of National Planning Policy Framework](#) a neighbourhood plan should support the delivery of strategic policies set out in the local plan or spatial development strategy and should shape and direct development that is outside of those strategic policies. Within this broad context, the specific planning topics that a neighbourhood plan covers is for the local community to determine.
6. A neighbourhood plan should, however, contain policies for the development and use of land. This is because, if successful at examination and referendum (or where the neighbourhood plan is updated by way of making a material modification to the plan and completes the relevant process), the neighbourhood plan becomes part of the statutory development plan. Applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise (see [section 38\(6\) of the Planning and Compulsory Purchase Act 2004](#)).
7. Wider community aspirations than those relating to the development and use of land, if set out as part of the plan, would need to be clearly identifiable (for example, set out in a companion document or annex), and it should be made clear in the document that they will not form part of the statutory development plan.

### Community Actions Table

8. The Community Actions Table below attempts to summarise some of the suggestions made in the survey and indicate whether they are clearly planning matters that have been picked up in the Neighbourhood Plan policies, or something included as an aim or objective in the NP but which technically doesn't require CDC or YDNPA planning approval and is therefore not part of the statutory development plan. The 'Partner' section of this table indicates other organisations that can encourage and develop some of these suggestions before they get to the point of needing approval. The full Survey Report is attached as Appendix 9.

## Appendix 7b: Community Actions Table

Partners	Details of Partners or Organisations
<b>Business</b>	Broadband for the Rural North, local developers, local trades and companies and their representatives, private sector and utility companies.
<b>Community</b>	Clapham Lecture Group, Neighbourhood Plan Steering Group, Parish Church Council, local owners and/or residents, Parish Church Council, Village Hall Committee, Volunteers and voluntary organisations.
<b>Local Government</b>	Clapham Parish Council, Craven District Council, Forest of Bowland, Local Authorities, North Yorkshire County Council, North Yorkshire Police, Yorkshire Dales National Park Authority.

### CcN Neighbourhood Plan - Sections

Section	Title
<b>1</b>	Nature of Development, Quality and Design
<b>2</b>	Built and Historic Environment
<b>3</b>	Natural Environment
<b>4</b>	Business and Economy
<b>5</b>	Infrastructure
<b>6</b>	Communications Infrastructure
<b>7</b>	Sustainable Travel and Transport

### CcN Neighbourhood Plan - Appendices

Appendices	Title
<b>1</b>	CcN Design Guide
<b>2</b>	Inset Maps
<b>3</b>	Heritage Assets
<b>4 &amp; 5</b>	Natural Environment and Land Classification; Local Green Spaces
<b>6</b>	Clapham Station
<b>7,8,9</b>	Survey process & form, and report and Community Actions Table
<b>10</b>	Housing on Farms

Ref	Action	How	Partners	Is this Within NP Remit?	NP References
(a)	<b>Protect the rural setting</b>	Ongoing monitoring by CPC	NP, CPC, CDC, YDNPA	This is a planning matter and policies within the NP include this. That having been said, continual scrutiny of applications by relevant NP Policy and Parish Groups will be ongoing and they will have to comment based on the NP policies.	Sections 1, 2, 3 and Appendices 1, 3, 4, 5 & 10
(b)	<b>Encourage community spirit</b>	community events & activity	PCC, VHC, CLG, CPC	Not a NP matter	
(c)	<b>Improve local communications</b>	improve mobile phone network, use of Web	Govt.,PSC, CPC, residents	Becomes a planning and therefore NP issue if it requires erection of masts.	Sections 5 and 6

Ref	Action	How	Partners	Is this Within NP Remit?	NP References
(d)	<b>Minimise harmful effects of global warming and climate change</b>	Ongoing monitoring by CPC	residents, all organisations, PSG, CPC Climate Emergency and Sustainability Group	This is a planning matter in the context of development, land use, biodiversity and transport and is picked up in various NP policies, however there are a lot of other matters that are not planning issues, for example tree planting, individual choice of energy and generation. The Parish Council has declared a climate emergency and is currently looking to set up a sub group based on the sustainability group to look at other activities.	Sections 1 and 3
(e)	<b>Protect the traditional style and vernacular of local settlements</b>	Ongoing monitoring by CPC	Owners, residents, NP, CPC, CDC, YDNPA	Definitely a planning matter and policies included in the NP	Sections 1 and 2 and Appendices 1, 3, 4 and 5
(f)	<b>Maintain local heritage</b>	History Group (KP)	Owners, residents, NP, CPC, CDC, YDNPA, LA	This is a planning matter in the context of physical buildings and landscape, however there are a lot of other matters that are not planning issues, for example community events and awareness raising.	Sections 2 and 3 and Appendices 1, 3, 4 and 5
(g)	<b>Improve the built environment by undergrounding overhead cables</b>	investigate feasibility of re-positioning	Utilities, LA, B4RN, property owners	Whilst this is potentially a planning matter it is not something the NP will have influence over other than to discourage any new o/h cables.	Sections 5 and 6
(h)	<b>Improve community viability through affordable housing</b>	publicity, encourage companies to build them	developers, potential residents	Definitely a planning matter and policies included in the NP	Section 1 and Appendix 10
(i)	<b>Provide sheltered or supported housing for elderly residents</b>	publicity, encourage companies to build them	developers, potential residents	Definitely a planning matter and policies included in the NP	Section 1
(j)	<b>Increase local job and business opportunities</b>	promote starter & live/work units, convert redundant farm buildings	NP, developers, employers	A planning matter in the context of the type of business and commercial development and included as aim in the NP	Sections 1, 4, 5 and 6 and Appendix 10

Ref	Action	How	Partners	Is this Within NP Remit?	
(k)	<b>Expand local community services</b>	publicise & promote services	residents, PSC, LA, developers	Not a NP matter, but included as an aim in the NP	
(l)	<b>Increase recycling facilities</b>	community action	residents, CDC, PSC	Not a NP matter	
(m)	<b>Encourage sustainable energy supplies</b>	promote, investigate grant aid and ongoing monitoring by CPC	developers, residents, Utilities, Govt. Climate Emergency and Sustainability Group	Potentially a planning matter depending on what type, e.g solar panels, heat pump, wind turbines, community heat generation programmes etc.	Sections 1 and 4
(n)	<b>Improve local transport links</b>	publicise & promote services	Transport Cos, LA, Govt. residents	Not a NP matter, but included as an aim in the NP	
(o)	<b>Improve road maintenance</b>	community action (tasking) and ongoing monitoring by CPC	LA, CPC, residents	Not a NP matter - but Sustainable Drainage Systems (SuDS) should be included within new developments or adaptation of existing buildings	Section 1
(p)	<b>Improve local parking</b>	develop parking plans with YDNPA & NYCC and ongoing monitoring by CPC	residents, NYCC, YDNPA	Not a NP matter other than requiring new development to have adequate parking	
(q)	<b>Lower local speed limits</b>	community action, NYCC	residents, NYCC, NYP	Not a NP matter	
(r)	<b>Improve the footpath network</b>	community action (tasking) increase signage and ongoing monitoring by CPC	residents, CPC, NYCC, YDNPA	Only a planning matter in the context of new development by creation of new or loss of existing.	Sections 3 and 5
(s)	<b>Retain the 'Dark Sky'</b>	publicise, support YDNPA and ongoing monitoring by CPC	residents, YDNPA, and Climate Emergency and Sustainability Group	Again it is a planning matter in that the NP can discourage excessive street lighting as part of new development and it is included in the NP. The NP cannot though require the removal of existing.	Section 3