

# Stonesfield Parish Council



## **Consultation Statement**

25 November 2025

## **1. Section 1: Introduction to the Consultation Statement**

### **1.1. Purpose and Legal Requirement**

- 1.1.1. This document is the consultation statement required under Regulations 15(1)(b) and 15(2) of the Neighbourhood Planning (General) Regulations 2012.
- 1.1.2. In accordance with Regulation 15(2) above, this statement:
  - Contains details of the persons and bodies who were consulted about the proposed Neighbourhood Development Plan;
  - Explains how they were consulted;
  - Summarises the main issues and concerns raised by the persons consulted; and
  - Describes how these issues and concerns have been considered and, where relevant, addressed in the proposed Neighbourhood Development Plan.

### **1.2. Structure of the Consultation Statement**

- 1.2.1. Section 2 explains the background to the production of the Stonesfield Neighbourhood Plan, outlines the process by which the Plan was prepared and describes how the community and other stakeholders were engaged and kept informed throughout this process.
- 1.2.2. Section 3 describes the pre-submission (Regulation 14) consultation process carried out between 15 March and 3 May 2025. It summarises the principal issues raised and how they were addressed in the revised draft version of the Stonesfield Neighbourhood Plan submitted to West Oxfordshire District Council (WODC) in November 2025.
- 1.2.3. Annex I provides a timeline of consultation events.
- 1.2.4. Annex II provides visual examples of publicity materials and events.
- 1.2.5. Annex III provides a list of statutory consultees for Regulation 14.
- 1.2.6. Annex IV provides samples of consultation notifications.
- 1.2.7. Annex V provides a copy of the Regulation 14 Response Form.
- 1.2.8. Annex VI provides responses from landowners on the proposed Local Green Spaces
- 1.2.9. Annex VII provides a summary table of Regulation 14 responses from Stonesfield residents.
- 1.2.10. Annex VIII provides Regulation 14 responses from statutory consultees.
- 1.2.11. Annex IX lists Neighbourhood Plan policies and the survey results to which they relate.
- 1.2.12. Annex X provides a blank copy of the Village Survey.

## **2. Section 2: Origin of the Plan**

### **2.1. Background to the decision to form a Plan**

- 2.1.1. In 2010-12, Stonesfield Parish Council initiated work on a Community Plan for Stonesfield. Considerable work was undertaken to carry out a survey and present a Plan to the Parish Council for adoption. Subsequently, implementing the Community Plan was not actively taken forward
- 2.1.2. In November 2016, during preparation of the West Oxfordshire Local Plan 2031 (WODC LP31), West Oxfordshire District Council (WODC) identified the field north of Woodstock Road in Stonesfield for a potential allocation of 50 homes.
- 2.1.3. In 2017, Stonesfield Parish Council worked together with Sustainable Stonesfield (SUSTO), a local residents' group, to argue at the Local Plan examination that the site allocation should be removed from WODC LP31. Having heard their evidence and submissions, the Local Plan Inspector found that there was no justification for the allocation of the site for major development in the AONB outside the built-up limits of Stonesfield “simply to ensure that district-wide housing needs are met.” He therefore recommended that the District Council should no longer include the site as an allocation within the Local Plan. The allocation was removed.
- 2.1.4. In May 2017, Cala Homes submitted a planning application for a major development of 68 houses on part of this Woodstock Rd site. This application was refused by WODC in May 2018.
- 2.1.5. Cala Homes appealed to the Secretary of State against WODC’s refusal of planning permission. The Planning Inspector appointed by the Secretary of State to determine the appeal heard evidence at a public planning inquiry in April and May 2019. He accepted Stonesfield Parish Council, in conjunction with SUSTO and the Cotswolds Conservation Board, together had ‘Rule 6 (6) party status as a combined party’ in the planning appeal and he heard evidence and submissions from them as well as from WODC. He rejected Cala’s appeal in a written decision dated 21 June 2019.
- 2.1.6. Cala applied to the High Court for a review of the Planning Inspector’s decision on behalf of the Secretary of State in the Planning Appeal. Stonesfield Parish Council, in conjunction with SUSTO and the Cotswolds Conservation Board, opposed the High Court application, as did WODC. The parties lodged their written evidence and submissions with the High Court. Having considered the weight of the case against it, Cala withdrew its application and the decision of the Planning Inspector dismissing the planning appeal therefore stood.
- 2.1.7. The experience gained through this process reinforced to Stonesfield Parish Council the importance of being better prepared for future speculative development proposals. The Parish Council therefore resolved to draw on the knowledge gained from the Cala appeals, together with skills available from volunteers in the village, to support the preparation of a Neighbourhood Plan for Stonesfield.

## **2.2. A Neighbourhood Plan for Stonesfield**

- 2.2.1. Stonesfield Parish Council resolved at its meeting on 1 September 2021 to proceed with the production of a Neighbourhood Plan.
- 2.2.2. Application to West Oxfordshire District Council for the designation of the Neighbourhood Plan Area was made on 16 November 2021, and was granted by WODC on 17 November 2021.
- 2.2.3. On 12 January 2022, Stonesfield Parish Council resolved to appoint the Stonesfield Neighbourhood Plan Steering Group as a formal advisory working group of the Council. The Steering Group's purpose was to develop the Neighbourhood Plan for the Parish of Stonesfield in accordance with the relevant statutory provisions.
- 2.2.4. The Steering Group was comprised of two Parish Councillors, members of SUSTO and a number of other residents invited for particular expertise. The Steering Group would report monthly to the Parish Council.

## **2.3. Initial information gathering**

- 2.3.1. The first step was to gather information. *The Stonesfield Slate* for February 2022 asked residents for an initial impression of their views via a Preliminary Questionnaire covering what they liked about Stonesfield, what or where they would want to protect and preserve; what they did not like and what changes they would wish to see. The outcome of this questionnaire would help to shape the areas to be addressed in the Plan. Residents were invited to an open meeting on 28 March 2022 which was attended by 77 people.
- 2.3.2. The Preliminary Questionnaire was completed by 160 residents (a response rate of 12% of the residential population of Stonesfield) and it gave some important pointers for the conduct of the Village Survey of all residents and households planned for summer 2022. One of these was that a significant minority (approximately 11% of total respondents) preferred to complete the survey on paper rather than online, so both routes would be used for the main survey (a full summary of the findings can be found in Annex XI).
- 2.3.3. To enhance the evidence base, the following five pieces of work were undertaken or commissioned to inform the substance of the Plan:
  - A Village Survey
  - A Housing Needs Assessment
  - A Parish Landscape Assessment
  - A Village Character Assessment
  - An Assessment of locations to be considered for protections as Local Green Spaces.

## **2.4. The Village Survey (Appendix E of the Plan)**

- 2.4.1. Creating the Village Survey proved challenging; the draft questions proposed by the many volunteer working groups were wide-ranging and the Steering Group worked through the autumn of 2022 to weed out those that were beyond the scope of the plan and to add what was missing. Extensive research was conducted on the surveys used in the development of Neighbourhood Plans for other towns and villages. It was also essential to formulate the survey questions so that the responses could be readily logged and analysed. The

survey was in two parts: the Household Survey with questions to be answered by one individual on behalf of the whole household; and the Individual Survey with questions to be answered by every individual aged 16 or over in the household. A number of opportunities in both surveys were provided for residents to add their free-text comments and feedback.

- 2.4.2. A professional survey writer (a resident of Stonesfield) volunteered to complete the preparation of the survey in such a way as to encourage widespread participation. Her offer was accepted and she did so.
- 2.4.3. The Household Survey included 25 questions covering household size, housing needs, renewable energy, transport, and school attendance. The Individual Survey included 36 questions about individuals' views and on the village and its amenities, employment opportunities, local footpaths, the environment, local green spaces, public transport, cycle paths, health provision, and what the focus of the Plan should be.
- 2.4.4. The validity and readability of the survey was tested in December 2022 on a sample audience of volunteers, who had been recruited at the first public meeting and via an open call for volunteers in *The Stonesfield Slate*. Following scrutiny of the responses and some minor amendments, the final survey was published in February 2023 as a paper document delivered to all Stonesfield households. It was also made available online, facilitated by SurveyMonkey, and residents were encouraged to respond online if possible, to aid compilation of the responses. The survey was open between 1 March and 7 April 2023, with a poster campaign throughout the village and three sets of postcard reminders (Annex II) delivered to all houses in the village encouraging residents to complete the survey.
- 2.4.5. After removing responses from ineligible postcodes, 451 households (62% of all households in the village) completed the survey and 612 people responded as individuals (about 45% of the eligible population). The representation rate demonstrated a good level of engagement within the village and data comparing the proportion of respondents across all age groups indicate that the final response was representative of the village demographics.
- 2.4.6. All paper copy survey responses were entered manually into an online database, to join the data submitted via SurveyMonkey.
- 2.4.7. A brief summary of the survey responses was announced in *The Stonesfield Slate*, May 2023 and a full set of the survey results was made available on Stonesfield Online ([stonesfield.online/introduction-to-the-survey-results/](https://stonesfield.online/introduction-to-the-survey-results/)) on 5 June 2023 with a printed copy placed in Stonesfield library.
- 2.4.8. The Village Survey found the things people most liked about Stonesfield were:
  - Stonesfield's rural character and setting: residents strongly value Stonesfield's peaceful, small-village feel, green spaces, dark skies, wildlife, and access to footpaths and countryside walks.
  - Community spirit: there is clear pride in the friendliness and cohesion of the community, including local traditions, events, and volunteer efforts.
  - Local amenities: the pub, shop, primary school, and *Stonesfield Slate* are seen as vital anchors of village life.
- 2.4.9. As for what could be improved, people highlighted the following:

- Transport and road safety: there were strong calls for better S3 bus reliability and frequency, a possible Witney or Hanborough connection, pavements and safer crossings (especially by the shop and Pond Hill).
  - Sewage and river pollution: repeated frustration with Thames Water and concerns about river contamination and drainage infrastructure.
  - Village upkeep and facilities: calls for pothole repair, improved shop stock, less street clutter/signage, and better facilities for young people.
  - The most frequent comment, calling for the reopening the White Horse pub under community ownership, was achieved by the village in September 2023.
- 2.4.10. The top priorities identified in the village survey were as follows:
- Protecting Stonesfield's rural identity: resisting large-scale or poor-quality development; insisting on sympathetic, affordable housing that serves local needs.
  - Re-establishing a community hub: reopening the White Horse or creating a café and/or social space to strengthen local ties.
  - Environmental protection: addressing river pollution and surface water pollution with sewage, promoting renewable energy, tree planting, and biodiversity.
  - Safe, sustainable mobility: maintaining and improving public transport links, pedestrian safety, and cycling routes while discouraging excessive car use.
- 2.4.11. The detailed results of the Survey are presented in Annex VII and their findings have been built into the policies and aspirations throughout the Plan.
- 2.4.12. The content of the policies and aspirations, and the survey responses to which they relate, are shown in Annex IX.

## **2.5. Housing Needs Assessment (Appendix A of the Plan)**

- 2.5.1. The Housing Needs Assessment was prepared by Philippa Lowe (a Steering Group member with 15 years' experience at board level in the housing sector) on behalf of Stonesfield Parish Council, to provide evidence of future housing requirements within the parish
- 2.5.2. The document draws on data from the 2023 Village Survey, census information and local planning policies, alongside lessons from the 2019 Cala Homes appeal.
- 2.5.3. Discussions also took place with Stonesfield Community Trust on future housing needs and provision, including the identification of a number of potential future sites for affordable housing, before a final version was produced. An independent third party view on the HNA was sought from Community First Oxfordshire to provide assurance to the Parish Council; it concluded that 'the content of the existing HNA remains very useful as part of the baseline evidencing for your NP'.

## **2.6. Parish Landscape Assessment (Appendix B of the Plan)**

- 2.6.1. The Parish Landscape Assessment was commissioned by Stonesfield Parish Council and undertaken by WH Landscape Consultancy Ltd between May and November 2023.
- 2.6.2. Led by chartered landscape architects Robin Lines, Will Harley, and George Harley, it defines five Local Landscape Character Areas within the parish,

describing their key qualities, sensitivities and management recommendations. The report was informed by fieldwork, stakeholder engagement and draft reviews of the draft by the Neighbourhood Plan Steering Group. It provides an essential understanding of Stonesfield's setting within the Cotswolds National Landscape and underpins landscape and design policies in the Plan.

## **2.7. Local Green Spaces Assessment (Appendix C of the Plan)**

- 2.7.1. Produced by the Neighbourhood Plan Steering Group on behalf of Stonesfield Parish Council, the Local Green Spaces Assessment identifies 16 sites of demonstrable community importance.
- 2.7.2. This work was carried out by Steering Group members during 2024-2025 using a toolkit based on that developed by Cotswold District Council and recommended to the Steering Group by Charlbury Town Council and WODC.
- 2.7.3. Each proposed Local Green Space was appraised for its local character, proximity and special value, drawing on professional evidence from the Landscape Assessment and public feedback from the 2023 Village Survey, where over 98% of respondents supported protecting local green spaces (see Fig.9.5 of the Neighbourhood Plan). The document sets out the evidence and mapping to justify the proposal of each site within the Neighbourhood Plan for formal designation as a Local Green Space.
- 2.7.4. The 15 sites originally proposed in the Village Survey were modified during the course of consultation and further study; two were removed as not meeting the criteria required and three others were subdivided, so the final total proposed is 16 sites.

## **2.8. Village Character Assessment (Appendix D of the Plan)**

- 2.8.1. The Village Character Assessment was prepared by HCUK Group, with principal authorship by Jody O'Reilly, to describe the distinctive built form and heritage of Stonesfield.
- 2.8.2. Local volunteers undertook street-by-street surveys using the Oxford Character Assessment Toolkit and worked closely with HCUK through workshops held in July 2024. The report identifies four character areas, highlights positive and negative features, and recommends approaches to preserve and enhance local distinctiveness. The draft was reviewed by volunteers and the Steering Group before finalisation in late 2024.

## **2.9. Keeping the community engaged and informed**

- 2.9.1. The Plan set out from the beginning to capture how people living in the village would like to shape Stonesfield for the future, so that important decisions on planning and services relevant to planning decisions would reflect that. In order to do so, it was essential to involve Stonesfield residents fully and in whatever way possible. Residents were kept updated and engaged via public meetings; monthly articles in The Stonesfield Slate; on Stonesfield Online; social media; information stands at community cafés, the school fete, and outside the village shop; in workshop meetings with groups of volunteers; and individual meetings between volunteers contributing on specific aspects of the Plan.

### **Public meetings**

- 2.9.2. An initial public meeting, attended by 77 residents, was held on 28 March 2022 to report on the findings of the Preliminary Questionnaire and to discuss the scope of the Plan, how the Steering Group would gather evidence and develop the Plan, and to encourage residents to volunteer to contribute to the research into the areas of Stonesfield's historical background, its buildings, natural environment and the many aspects of sustainability, all of which may be relevant to decision-making in the planning system and therefore to planning policy.
- 2.9.3. The second public meeting, attended by 44 residents, was held on 19 June 2023, to discuss the results of the Village Survey alongside an account of Steering Group progress to that point and to take questions from residents.
- 2.9.4. The third public meeting, attended by 51 people, was held on 24 June 2024 to update residents on the work completed and ongoing, and to give residents the chance to ask questions about progress. The meeting presented examples of the draft policies based on data compiled from the Village Survey, together with extracts from the Landscape Assessment, the Village Character Assessment and the Housing Needs Assessment.
- 2.9.5. After each of the Village Hall meetings a copy of the presentation slides, together with the text of the Q&As, was placed on the village website for anybody who wasn't able to attend the meeting to read (these documents are included in Annex XI).

### **Information stands**

- 2.9.6. Members of the Steering Group manned an information stand and engaged with residents at several of Stonesfield's monthly community café events in the village hall between 2022 and 2024.
- 2.9.7. An information stand with graphical and illustrative boards was hosted at the Stonesfield School Fetes of summer of 2022 and 2023.
- 2.9.8. A stand was set up outside Stonesfield's Village Shop on 25 March 2023 to further publicise the Village Survey and encourage engagement.

### **Stonesfield Slate**

- 2.9.9. While work continued on the Plan through 2023 and 2024, community engagement continued to be sought rigorously and involved regular updates, usually every month, in *The Stonesfield Slate*, giving news of the latest developments in the process and inviting participation and/or questions where appropriate.

### **Stonesfield.online**

- 2.9.10. Updates published in *The Stonesfield Slate* were also added to the Neighbourhood Plan page of Stonesfield Online (<https://stonesfield.online/category/plan>), along with full copies of the Survey Results, Plan, and supporting documentation.



### **Social media**

- 2.9.11. On Facebook, updates were posted regularly on the Stonesfield Facebook page (<https://www.facebook.com/Stonesfield>), which has 979 followers. The posts were then shared into other relevant Stonesfield Facebook groups, including the Sports and Social Club and Village Hall groups, Memories of Stonesfield, the Pub groups ('Save our Pub' and 'Back the White Horse'), and the groups concerned with children ('Friends of Stonesfield School', the Pre-School, Baby and Toddler Group and the Scouts).
- 2.9.12. Information posts were also shared at the same time with the NextDoor Stonesfield community only: (<https://nextdoor.co.uk/neighborhood/-stonesfield--england>). This community has just under 1,000 Stonesfield 'neighbours' who have indicated they live in Stonesfield.

### **Postcard drops and noticeboards**

- 2.9.13. A postcard (See Annex II) was dropped through the letterbox of every home in Stonesfield for three successive weeks in March 2023 in order to publicise the Village Survey and encourage wide participation.
- 2.9.14. Posters (See Annex II) were placed on telegraph poles and noticeboards around the village, in order to ensure that everyone involved in the village was aware of the Survey.

### 3. Section 3: Pre-submission (Regulation 14) Consultation

#### 3.1. The Consultation and Review Process

- 3.1.1. Statutory (Regulation 14) 6-week consultation on the draft CNP was launched on 15 March 2025 and ran until 4 May 2025. The launch was announced on Stonesfield Online (<https://stonesfield.online/neighbourhood-plan>). An article was also published in the March 2025 edition of *The Stonesfield Slate* along with a dedicated four-page centre spread (see Annex X), delivered to all homes in Stonesfield at the end of February. This was followed by a front-page article about the Plan in the April 2025 edition of *The Stonesfield Slate*, and two pages in the May 2025 edition of *The Stonesfield Slate* (see Annex II).
- 3.1.2. The consultation was also publicised by posters on a noticeboard in The White Horse pub, outside the village shop, and on telegraph poles around the village.
- 3.1.3. Statutory and other consultees were informed by email or post. A list of these consultees is included in Annex III and a sample notification email is included in Annex IV.
- 3.1.4. The draft plan and supporting documents were made available to view and download on the Neighbourhood Plan page of Stonesfield Online (<https://stonesfield.online/neighbourhood-plan>). Paper copies of the Plan and its supporting documents were also made available in Stonesfield library.
- 3.1.5. Response forms were available for digital submission on the Neighbourhood Plan page of Stonesfield Online and in paper form for collection from the village library. A paper form was also included in the May 2025 edition of *The Stonesfield Slate*, delivered to all households in Stonesfield at the end of April. A dedicated post box was located in the village library and the village shop for respondents to return completed paper forms.
- 3.1.6. The first drop-in public exhibition was held at Stonesfield Village Hall on Saturday 15 March 2025 from 10am to 4pm, for members of the community to meet the Steering Group members, view the draft Plan, ask questions, and collect response forms.
- 3.1.7. Postcards, reminding residents to give their feedback on the draft Plan, were dropped through every letterbox in Stonesfield between 11 and 13 April 2025.
- 3.1.8. The second public exhibition was held at the St James' Centre on Tuesday 29 April from 4pm to 8pm. The timings and venues for the two exhibitions were chosen carefully to enable the maximum availability for residents with varying time commitments.
- 3.1.9. When the consultation period ended, all of the representations received were tabulated and categorised for review by members of the Steering Group.
  - Responses from landowners on the proposed Local Green Spaces are presented in Annex VI.
  - Representations from Stonesfield residents are presented in Annex VII along with the response of the Steering Group and any action taken.
  - Responses from the statutory consultees and responses of the Steering Group and action taken are presented in Annex VIII.

### **3.2. Overview of Response and Review**

- 3.2.1. A total of 157 responses to the consultation were received from residents, demonstrating a high level of interest and engagement.
- 3.2.2. The responses overwhelmingly expressed support for the aims of the Plan, even amongst some of those raising specific objections. 116 respondents stated they were satisfied or fairly satisfied with the draft Plan, with 37 respondents stating they were dissatisfied or fairly dissatisfied.
- 3.2.3. Many of the responses were detailed, eloquent, and well informed. This was very much appreciated by the Steering Group and assisted in the process of review and subsequent revision of the draft Plan. This input has, we believe, significantly contributed to the submitted Plan.

## Annex I Timeline of Consultation Events

Date	Type of event	Detail of event
1 September 2021	Parish Council Resolution	Stonesfield Parish Council resolves to proceed with the production of a Neighbourhood Plan.
16 November 2021	Parish Council action	Stonesfield Parish Council applies to West Oxfordshire District Council for the designation of a Neighbourhood Plan Area.
17 November 2021	District Council action	West Oxfordshire District Council grants the designation of the Neighbourhood Plan Area to Stonesfield.
30 November 2021	Stonesfield Slate article	An initial article is published in the December 21/January 22 issue of <i>The Stonesfield Slate</i> , providing information about the proposed Neighbourhood Plan
12 January 2022	Parish Council Resolution	Stonesfield Parish Council resolves to appoint a Stonesfield Neighbourhood Plan Steering Group as a formal advisory working group of the Council.
31 January 2022	Stonesfield Slate article	The first Neighbourhood Plan update is published in the February 2022 issue of <i>The Stonesfield Slate</i> , calling for volunteers and inviting residents to a public meeting to be held on 28 March.
28 February 2022	Stonesfield Slate article	A front-page article in the March 2022 issue of <i>The Stonesfield Slate</i> calls for volunteers, further publicises the upcoming public meeting, and includes a Preliminary Questionnaire, asking five questions about living in Stonesfield.
21 March 2022	Village Questionnaire	The deadline for the Preliminary Questionnaire. The questionnaire is completed by 160 residents.
March 2022	Promotional campaign	Poster promoting a public meeting on 28 March displayed on noticeboards and telegraph poles throughout the village
28 March 2022	Public meeting	An open meeting is held at Stonesfield Village Hall to provide further information about the Neighbourhood Plan, to invite participation, and to share initial feedback from the Preliminary Questionnaire. The meeting is attended by 77 people.
30 March 2022	Stonesfield Slate article	A full-page article in the April 2022 edition of <i>The Stonesfield Slate</i> , inviting participation and input, and also calling for volunteers.
6 April 2022	Website update	Results from the Preliminary Questionnaire are published on Stonesfield Online.

28 April 2022	Stonesfield Slate article	An update in the May 2022 issue of <i>The Stonesfield Slate</i> , inviting people to get involved as a volunteer. 38 residents put their names down to volunteer.
21 May 2022	Stand at school fete	The Steering Group hosts a stand at the school fete to answer questions about the Neighbourhood Plan, and to invite participation and volunteers.
23 May 2022	Volunteers' meeting	A meeting is held at Stonesfield Village Hall, for volunteers to discuss the various subject areas that might be covered in the Plan and to shape the Village Survey.
30 June 2022	Stonesfield Slate article	An article in the July 2022 issue of <i>The Stonesfield Slate</i> gives an update about the work of the volunteer groups and about the ongoing Village Character Assessment.
July 2022	Stand at School/Village Fete	The Steering Group hosts a stand at the fete with information about progress to date and inviting feedback and questions.
30 August 2022	Stonesfield Slate article	An article in the September 2022 issue of <i>The Stonesfield Slate</i> , inviting open participation in the Village Character Assessment.
30 September 2022	Stonesfield Slate article	An article in the October 2022 issue of <i>The Stonesfield Slate</i> , giving advance notice of the Village Survey and another article reiterating the invitation to participate in the Village Character Assessment.
30 November 2022	Stonesfield Slate article	An article in the December 2022 / January 2023 issue of <i>The Stonesfield Slate</i> , providing an update that the Village Survey will be circulated in February 2023.
30 January 2023	Stonesfield Slate article	A full-page article in the February 2023 issue providing information about the survey and encouraging everyone in Stonesfield to provide their input to feed into the Neighbourhood Plan
28 February 2023	Stonesfield Slate article	A front-page article in the March 2023 issue, providing full details about the Village Survey along with information about how to arrange collection in the case that residents are unable to complete it online or deliver it Stonesfield Library.
6 March 2023	Poster campaign	Posters are put up around the village asking "Have you completed the village survey?" – they are posted outside the shop, the library, the village hall and on telegraph poles.
8 March 2023	Postcard campaign 1/3	A postcard is posted through each letterbox in Stonesfield, asking "Have you completed the village survey?" with a focus on public transport.
15 March 2023	Postcard campaign 2/3	A postcard is posted through each letterbox in Stonesfield, asking "Have you completed the village survey?" with a focus on the village pub.
22 March 2023	Postcard campaign 3/3	A postcard is posted through each letterbox in Stonesfield, asking "Have you completed the village survey?" with a focus on the river and countryside.

25 March 2023	Village shop stand	A stand outside the village shop encouraging people to participate in the Village Survey and answering any questions that people have about the Survey or the Plan.
30 March 2023	Stonesfield Slate article	An article in the April 2023 issue reminding people to complete the survey and announcing an extension of the deadline. QR codes and links are included.
30 April 2023	Stonesfield Slate article	An article in the May 2023 issue summarising the number of responses to the survey, thanking respondents and inviting all residents to a meeting at the Village Hall on Monday 19 June at 7.30 pm. An additional article inviting people to contribute the Village Character Assessment.
1 May 2023	Survey publication	Village Survey results are published, with a hard copy in Stonesfield Library and a digital copy on Stonesfield Online.
30 May 2023	Stonesfield Slate article	An article in the June 2023 issue summarising some of the responses to the survey and inviting all residents to a meeting at the Village Hall on Monday 19 June at 7.30 pm to ask questions and to get involved in the shaping of the plan.
1 June 2023	Posters	Posters are placed outside the village hall, outside the village shop, in the library, and on telegraph poles around the village informing residents that the survey results are in and inviting people to an Open Meeting on 19 June.
19 June 2023	Public meeting	A presentation of the survey results along with an open Q&A session afterwards. 44 members of the public in attendance.
28 June 2023	Website update	The slides, script, and Q&As from the 19 June meeting are published on Stonesfield Online.
30 June 2023	Stonesfield Slate article	An article in the July 2023 issue, reporting on June's public meeting and pointing to the slides and script on Stonesfield Online.
2 July 2023	Stand at school fete	The Steering Group hosts a stand at the school fete with information about progress to date and inviting feedback and questions.
30 September 2023	Stonesfield Slate article	An article in the October 2023 issue, providing information about how Local Green Spaces can be designated as part of the Neighbourhood Plan, and how the survey results have fed into that process.
2 October 2023	Stonesfield Online update	An FAQ page is published in order to address Frequently Asked Questions about the Neighbourhood Plan and the process involved to create it.
30 October 2023	Stonesfield Slate article	An article in the November 2023 issue, correcting a statistic presented in June's presentation of Survey results.

30 November 2023	Stonesfield Slate article	An article in the December 2023 / January 2024 issue, summarising the progress made during 2023 and looking ahead to 2024.
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30 January 2024	Stonesfield Slate article	A report in the February 2024 issue, commenting on a planning proposal for a major development presented at a parish council meeting, and a call for volunteers to help with the Village Character Assessment.
28 February 2024	Stonesfield Slate article	An article in the March 2024 issue, providing information about the Housing Needs Assessment and how it will inform Rural Exception Sites.
30 April 2024	Stonesfield Slate article	An article for the May 2024 issue, providing further information about the Housing Needs Assessment, and giving advance notice of a third public meeting.
30 May 2024	Stonesfield Slate article	An invitation to attend a public meeting at Stonesfield Village Hall on 24 June.
24 June 2024	Public meeting	A meeting attended by 51 people to update residents on the work completed and ongoing, and to give residents the chance to ask questions about progress. The meeting presented examples of the draft policies based on data compiled from the Village Survey, together with extracts from the Landscape Assessment, the Village Character Assessment and the Housing Needs Assessment.
30 June 2024	Stonesfield Slate article	A brief report in the July 2024 issue on June's public meeting along with an expected timeline and an invitation to email any questions to the Steering Group.
25 July 2024	Stonesfield Online update	A Q&A from June's meeting published.
30 August 2024	Stonesfield Slate article	An article in the September 2024 issue, looking at whether the new UK government's policies might affect work on the Neighbourhood Plan.
30 October 2024	Stonesfield Slate article	An update to proposed timescales for the plan with advance notice given of public consultation in February 2025.
30 November 2024	Stonesfield Slate article	An article in the December 2024 / January 2025 issue giving information about the recently completed Village Character Assessment.
10 December 2024	Character Assessment publications	The Character Assessment is published on Stonesfield Online with a hard copy available in the village library.
28 February 2025	Stonesfield Slate centre-spread	A four-page centre-spread in the March 2025 issue, giving information about the draft plan, the public consultation, the forthcoming exhibitions, QR codes, links, and information on how to provide feedback.
15 March 2025	Draft Plan publication	The Draft Plan and supporting documents are published on Stonesfield Online with a hard copy available in Stonesfield library.

15 March 2025	Public exhibition	A public exhibition held at Stonesfield Village Hall between 10am and 4pm, providing an opportunity to study the Plan and supporting documents, and to ask questions and provide in-person feedback.
30 March 2025	Stonesfield Slate article	A front-page article for the April 2025 issue, reporting on the first public exhibition and inviting people to participate in the consultation and provide feedback.
11-13 April 2025	Postcards	A postcard is posted through each letterbox in Stonesfield, reminding residents to give their feedback on the draft Plan
29 April 2025	Public exhibition	A second public exhibition held at the St James' Centre between 2pm and 8pm, providing further opportunity to study the Plan and supporting documents, and to ask questions and provide in-person feedback.
30 April 2025	Stonesfield Slate article	A final reminder in the May 2025 issue to submit feedback as part of the consultation, along with a QR code and a pull-out feedback form, and instructions of how to deliver feedback prior to the deadline.
30 May 2025	Stonesfield Slate article	An article in the June 2025 issue, reporting on the second exhibition, thanking residents for their participation in the consultation, and providing links to the draft Plan.
30 June 2025	Stonesfield Slate article	An update in the July 2025 issue, stating that consultation feedback is being analysed and incorporated in an updated draft Plan.
22 July 2025	Stonesfield Online update	A post to state that the Neighbourhood Plan Steering Group is now analysing the feedback from residents, landowners and statutory consultees following the public consultation process with a short summary of feedback received.
9 September 2025	Stonesfield Online update	A post to update residents that all feedback from the consultation had been analysed and incorporated into an updated Draft Plan.
30 September 2025	Stonesfield Slate article	An article in the October 2025 issue stating that the Parish Council has approved the revised draft Neighbourhood Plan and will submit to West Oxfordshire District Council.
2 October 2025	Stonesfield Online update	An updated draft of the Neighbourhood Plan, as approved for submission by the Parish Council, is published on Stonesfield Online with a hard copy in Stonesfield library.



## Annex II Publicity Material

### i. Images of Stonefield Slate articles



Figs CS 1, 2, and 3 – Front pages from The Stonesfield Slate

### ii. Website



Fig. CS 4 – Stonesfield's Regulation 14 Consultation page on Stonesfield Online

### iii. Public meetings



*Fig CS 5 – The public meeting in June 2024*



*Fig CS 6 – The presentation after the public meeting in June 2024*



#### iv. Exhibitions

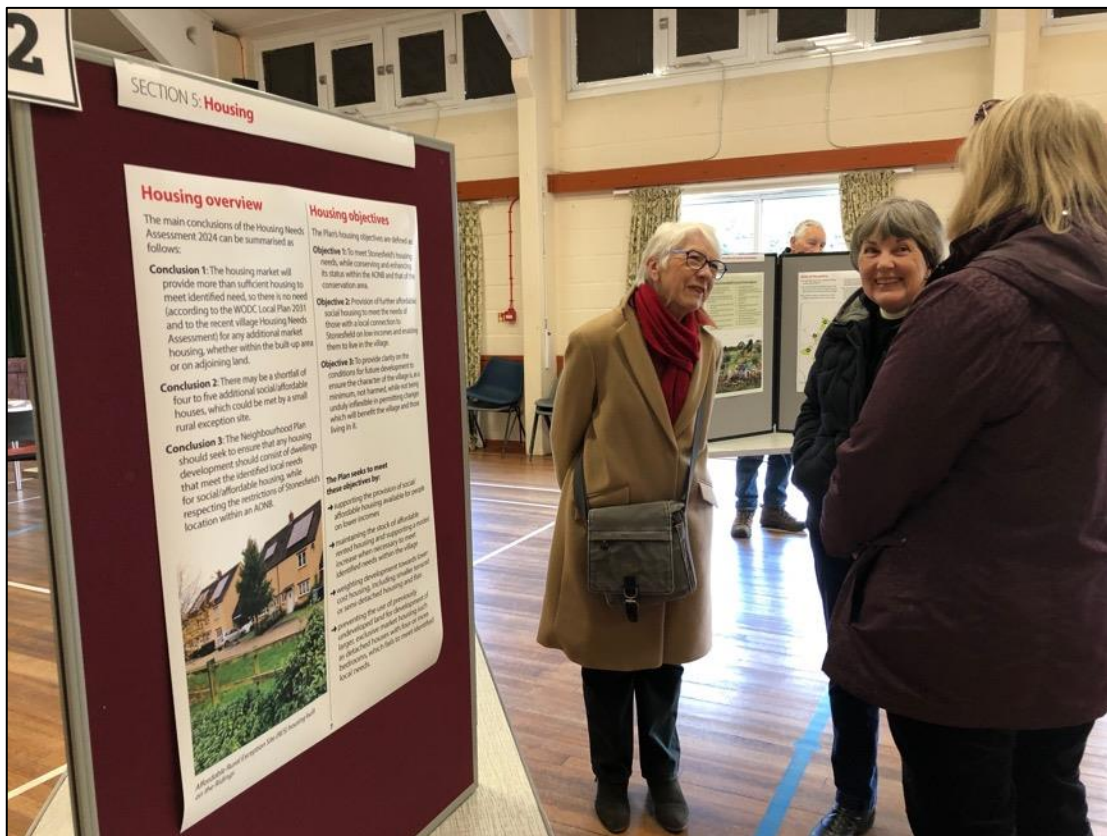


Fig CS 7 – Exhibition at Stonesfield Village Hall, 15 March 2025



Fig CS 8 – Exhibition at St James' Centre, 29 April 2025



v. Information stands

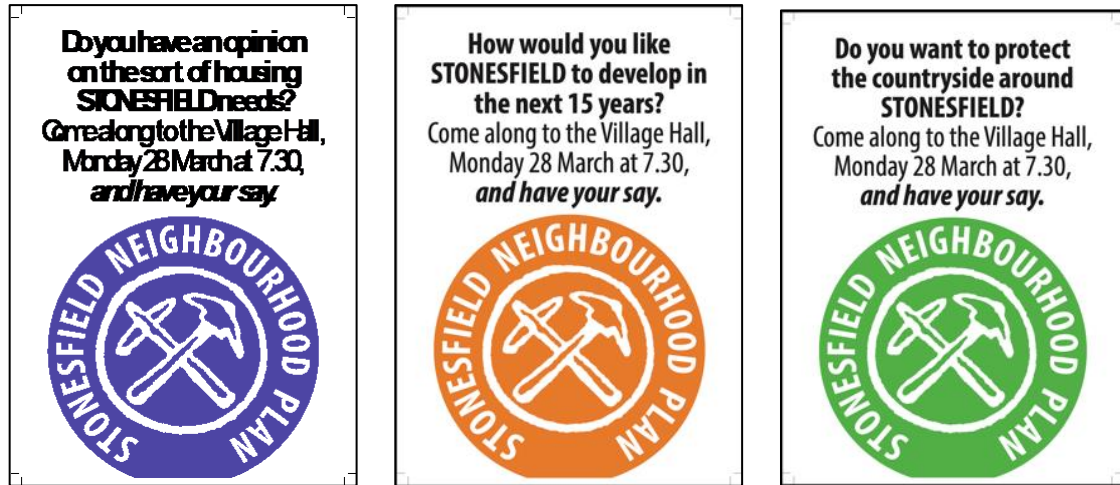


*Fig CS 9 – Information stand outside Stonesfield's village shop, 25 March 2023*



*Fig CS 10 – Information stand at Stonesfield's school fete, 2 July 2023*

vi. Posters & postcards



Figs CS 11, 12, & 13 – posters advertising the first public meeting in March 2022



Figs CS 14, 15 & 16 – posters advertising the Village Survey, the second public meeting in June 2023, and the Exhibition of the draft Plan in March 2025.





Figs CS 17 & 18 – posters in situ on a telegraph pole and in the White Horse pub encouraging residents to complete the Village Survey.



Fig CS 19 – one of three different postcards on different aspects of the Village Survey, produced and hand-delivered to every house in the parish, encouraging residents to complete it.



Fig CS20 – two other postcards produced and hand-delivered to every house in the parish, encouraging residents to complete the Village Survey..



Fig CS 21 – a postcard produced and hand-delivered to every house in the parish, encouraging residents to read & comment on the draft Plan. one of three different postcards on different aspects of the Village Survey, produced and hand-delivered to every house in the parish, encouraging residents to complete it

vii. Social media posts



*Figs CS 22 & 23 – Information posted on social media in March 2023 and March 2025*



### **Annex III     Regulation 14 Consultees**

- i.     Environment Agency
- ii.    Historic England
- iii.   Natural England
- iv.    Oxfordshire County Council
- v.     Thames Water
- vi.    West Oxfordshire District Council

The following neighbouring Parish Councils were also consulted as a courtesy:

- vii.    Combe
- viii.   Fawler
- ix.    North Leigh
- x.     Spelsbury
- xi.    Wootton

## Annex IV Sample Consultation Notification

### Stonesfield Parish Council

Stonesfield Village Hall, Field Close, Stonesfield, OX29 8HA  
Email: [clerk@stonesfieldpc.uk](mailto:clerk@stonesfieldpc.uk)

Wednesday 12 February 2025



Dear Sir

**Stonesfield Neighbourhood Development Plan – possible designation of land owned by you as a Local Green Space.**

I am writing to you as I believe you are the owner / occupier of the land at: [REDACTED] which has been identified as a likely site for designation as a Local Green Space in the draft Stonesfield Neighbourhood Development Plan ("the Neighbourhood Plan").

#### The relevance of the proposed Stonesfield Neighbourhood Plan

If the Neighbourhood Plan ("the NP") is adopted it will be a significant consideration in the determination of any application for planning permission within the parish of Stonesfield

#### The process of preparing the draft Neighbourhood Plan

Stonesfield Parish Council ("SPC") is the qualifying body for preparing the Neighbourhood Plan for Stonesfield Parish. For further information, you can find details about Neighbourhood Plans at [www.gov.uk/guidance/neighbourhood-planning-2](http://www.gov.uk/guidance/neighbourhood-planning-2) and more specifically the Stonesfield Neighbourhood Plan at <https://stonesfieldonline.neighbourhood-plan/> which has information about the Steering Group (SG) set up to develop the Plan under the auspices of the Parish Council. The SG undertook a detailed Village Survey and the answers to the survey form part of the evidence upon which the NP will be based. This included establishing residents' views on Green Spaces.

#### Further information about Local Green Spaces

Information can be found within the National Planning Policy Framework (NPPF), paragraphs 102-107, which can be found on the Government website and also online at: [Open space, sports and recreation facilities, public rights of way and local green space - GOV.UK](http://Open%20space,%20sports%20and%20recreation%20facilities,%20public%20rights%20of%20way%20and%20local%20green%20space%20-%20GOV.UK). Important to note, the NPPF provides protection from development through designation as a Local Green Space and is characterised as being "consistent with that in respect of Green Belt."

#### Your land

The draft NP includes a number of proposed Local Green Spaces ("LGS"). Your land is one of these. The proposed LGS within the draft NP have been proposed on the basis of

evidence which includes the contents of an independent Local Landscape Assessment and the results of the Village Survey, referred to above, supporting the proposed designations. We believe the proposals are also consistent with the criteria in the NPPF.

It is not a prerequisite that the landowner should consent to designation. Where landowners do not agree to designation however, their views will of course be taken into account in the final assessment of suitability for designation by the SG and SPC prior to submission for assessment by West Oxfordshire District Council and an independent planning inspector, with whom the final decision rests.

#### How to respond

Please email or write to Stonesfield Parish Council at the above address with your views on the possible designation of the land shown on the attached plan as a LGS, and, in particular, whether you consider it meets the NPPF criteria and, if you do not, your reasons for thinking it does not. Please include any other relevant representations.

If you are neither the owner nor the occupier of the land, please let me know at the above address.

As nearly all the sites are either in the public domain or visible from it, I do not suggest the arrangement of a formal site visit but shall do so if requested.

Please ensure your written representations are submitted by 21 March 2025.

Yours sincerely,

Ursula Rice  
Chair of Stonesfield Parish Council

## Annex V Regulation 14 Consultation Response Form

### Stonesfield Neighbourhood Plan feedback form

Thank you for completing this feedback form. Your responses will be treated anonymously. Postcode information is collected for data processing purposes only.

**1 Please tick the boxes that apply.**

I live in Stonesfield Parish ☐ (Please complete Q2)

I work or carry out business in Stonesfield Parish ☐ (Please complete Q3)

**2 My Stonesfield home postcode is**

**3 My Stonesfield place of work or business postcode is**

**4 Have you read the draft Stonesfield Neighbourhood Plan and/or visited the exhibition? Tick one only:**

Yes ☐ No ☐

**5 How satisfied are you that this draft plan meets the needs of Stonesfield community? Tick one statement only:**

- A. Satisfied ☐
- B. Fairly satisfied ☐
- C. No opinion ☐
- D. Fairly dissatisfied ☐
- E. Dissatisfied ☐

**We would now like to give you the opportunity to record any comments about the draft Plan.**

*Please continue overleaf, if necessary.*

**6 What specific areas of the draft Plan, if any, did you particularly like?**

**7 What specific areas of the draft Plan, if any, could be improved?**

**8 Is there anything else that you would like us to know about the draft Plan?**

Please note that the data in this form is anonymous, therefore any rights arising under the Data Protection Act do not apply. For any additional communication about the draft Neighbourhood Plan, please contact the Stonesfield Parish Council Clerk: [clerk@stonesfieldpc.uk](mailto:clerk@stonesfieldpc.uk)

All feedback forms must be returned by **4pm on Saturday 3 May 2025**. Paper feedback forms should be delivered to the Parish Council's letterbox at the Village Hall, or in the box at the village shop and Post Office.

**Thank you for taking the time to read the draft Plan and/or visit the exhibition. We welcome your feedback.**

*Stonesfield Parish Council*



Please complete the feedback form online if you are able to. The link is <https://Stonesfield.online/neighbourhood-plan/> or scan the QR code



## **Annex VI    Local Green Spaces**

## **Annex VII    Regulation 14 Responses from Stonesfield residents**

## **Annex VIII Regulation 14 responses from statutory consultees**

[\[Please see separate folder, "CS Annex VIII - Correspondence with statutory consultees"\]](#)

## **Annex IX Residents' responses to Village Survey and their use as the basis for developing Neighbourhood Plan policies**

[\[Please see separate folder "CS Annex IX – Residents' responses to Village Survey and their use as the basis for developing Neighbourhood Plan policies"\]](#)

## **Annex X Stonesfield Village Survey**

[\[Please see separate folder “CS Annex X – Stonesfield Village Survey”\]](#)



## **Annex XI Public Meeting Presentation Documents**

[\[Please see separate folder “CS Annex XI – Public meeting presentation documents”\]](#)