

**INDEPENDENT EXAMINATION OF THE POLESWORTH PARISH  
NEIGHBOURHOOD DEVELOPMENT PLAN**

EXAMINER: Andrew Freeman BSc (Hons) DipTP DipEM FRTPI

Dave Parsons  
Chairman Polesworth Parish Council

Sue Wilson  
Planning Policy Assistant  
North Warwickshire Borough Council

Examination Ref: 01/AF/PNP

25 September 2024

Dear Mr Parsons and Ms Wilson

Following the submission of the Polesworth Parish Neighbourhood Plan (the Plan) for examination, I would like to clarify several initial procedural matters. I also have a number of questions for Polesworth Parish Council (the Parish Council) to which I would like to receive a written response(s) by **Thursday 10 October 2024**, if possible.

1. Examination Documentation

I can confirm that I am satisfied that I have received the draft Plan and accompanying documentation, including the Basic Conditions Statement; the Consultation Statement; the Polesworth Neighbourhood Development Plan SEA/HRA Screening, February 2023; and the Regulation 16 representations, to enable me to undertake the examination.

Subject to my detailed assessment of the Plan, I have not at this initial stage identified any very significant and obvious flaws in it that might lead me to advise that the examination should not proceed.

2. Site Visit

I will aim to carry out a site visit to the neighbourhood plan area during the week beginning 14 October 2024. The site visit will assist in my assessment of the draft Plan, including the issues identified in the representations.

The visit will be undertaken unaccompanied. It is very important that I am not approached to discuss any aspects of the Plan or the neighbourhood area, as this may be perceived to prejudice my independence and risk compromising the fairness of the examination process.

I may have some additional questions, following my site visit, which I will set out in writing should I require any further clarification.

3. Written Representations

At this stage, I consider the examination can be conducted solely by the written representations procedure, without the need for a hearing. However, I will reserve the option to convene a hearing should a matter(s) come to light where I consider that a hearing is necessary to ensure the adequate examination of an issue, or to ensure that a person has a fair chance to put a case.

#### 4. Further Clarification

From my initial assessment of the Plan and supporting documents, I have identified a number of matters where I require some additional information from the Parish Council.

I have 16 questions seeking further clarification, which I have set out in the Annex to this letter. I would be grateful if the Parish Council can seek to provide a written response(s) by **Thursday 10 October 2024**.

#### 5. Examination Timetable

As you will be aware, the intention is to examine the Plan (including conduct of the site visit) with a view to providing a draft report (for 'fact checking') within around 6 weeks of submission of the draft Plan. However, I recognise that I have raised a wide range of questions and must provide you with sufficient opportunity to reply. Consequentially, the examination timetable may be extended. Please be assured that I will aim to mitigate any delay as far as is practicable. The IPe office team will seek to keep you updated on the anticipated delivery date of the draft report.

If you have any process questions related to the conduct of the examination, which you would like me to address, please do not hesitate to contact the office team in the first instance.

In the interests of transparency, may I prevail upon you to ensure that a copy of this letter is placed on the Parish Council and Local Authority websites.

Thank you in advance for your assistance.

Yours sincerely

*Andrew Freeman*

Examiner

## ANNEX

From my initial reading of the Polesworth Parish Neighbourhood Plan, the supporting evidence and the representations that have been made to the Plan, I have the following 16 questions for the Parish Council. I have requested the submission of responses by **Thursday 10 October 2024**, although an earlier response would be much appreciated. All of the points set out below flow from the requirement to satisfy the Basic Conditions.

### Questions for Polesworth Parish Council

1. Is the Plan to be referred to as the Polesworth Parish Neighbourhood Plan (as cover) or as the Polesworth Neighbourhood Plan?
2. Policy PNP1: Were the owners of all the proposed Local Green Spaces consulted specifically on the proposed designations? Other than in respect of PNP1/8 – Hoo Monument, were any objections received? If so, please supply details.
3. PNP1/8 – Hoo Monument: How has the boundary (1.83 ha) of this proposed Local Green Space been determined?
4. Policy PNP1: On the Policies Map, I have not been able to identify all the proposed Local Green Spaces. To assist me at my site visit, please provide me with a plan or plans at a scale large enough to show the boundaries of the sites and marked with the site name / policy reference.
5. Please supply me with the assessment for Policy PNP1/12, St John’s Church Allotments (missing from Appendix 1).
6. Policy PNP2: To assist me at my site visit, please provide me with a plan or plans at a scale large enough to show the boundaries of the sites and marked with the site name (and, for future reference, numbers).
7. Policy PNP2: Is it only the “loss” of other green space that is of concern? What about other forms of harm?
8. Policy PNP2: Please comment on the representations of the Borough Council including those relating to the grass verges at Austrey Road, Warton.
9. Policy PNP3 (w): In what circumstances do you envisage that a green infrastructure plan would be required?
10. Policy PNP4 (f): Please comment on the applicability of this provision to development of the H4 site having regard to the representations made by Stantec.
11. PNP5: To assist me at my site visit, please provide me with a plan or plans, marked with the locations and numbers of the various proposed non-designated heritage assets, at a scale large enough for me to find them.
12. PNP5: For clarity, is it the intention that the assets referenced under this policy are formally designated, through the Neighbourhood Plan, as non-designated heritage assets?
13. Policy PNP5: Please comment on the representations of the Borough Council’s Heritage and Conservation Officer to the effect that some of the nominations (Nos 4, 5, 8, 10, 11, 13, 14, 16, 18, 20, 21, 26 and 30) do not currently provide sufficient evidence to support their inclusion in the Neighbourhood Plan.

- 14.** Policy PNP5: Please comment on the representation submitted by Savills / Node with regard to Sites 20 (St Helena Road) and 22 (Site of the Hoo Chapel).
- 15.** PNP6: To assist me at my site visit, please provide me with a plan or plans, marked with the locations and numbers of the various existing services and facilities, at a scale large enough for me to find them.
- 16.** PNP7: To assist me at my site visit, please provide me with a plan or plans at a scale large enough to show the boundaries of the sites and marked with the site name / policy reference.

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