



Holt Neighbourhood Plan

2016 to 2026

Holt Parish Council

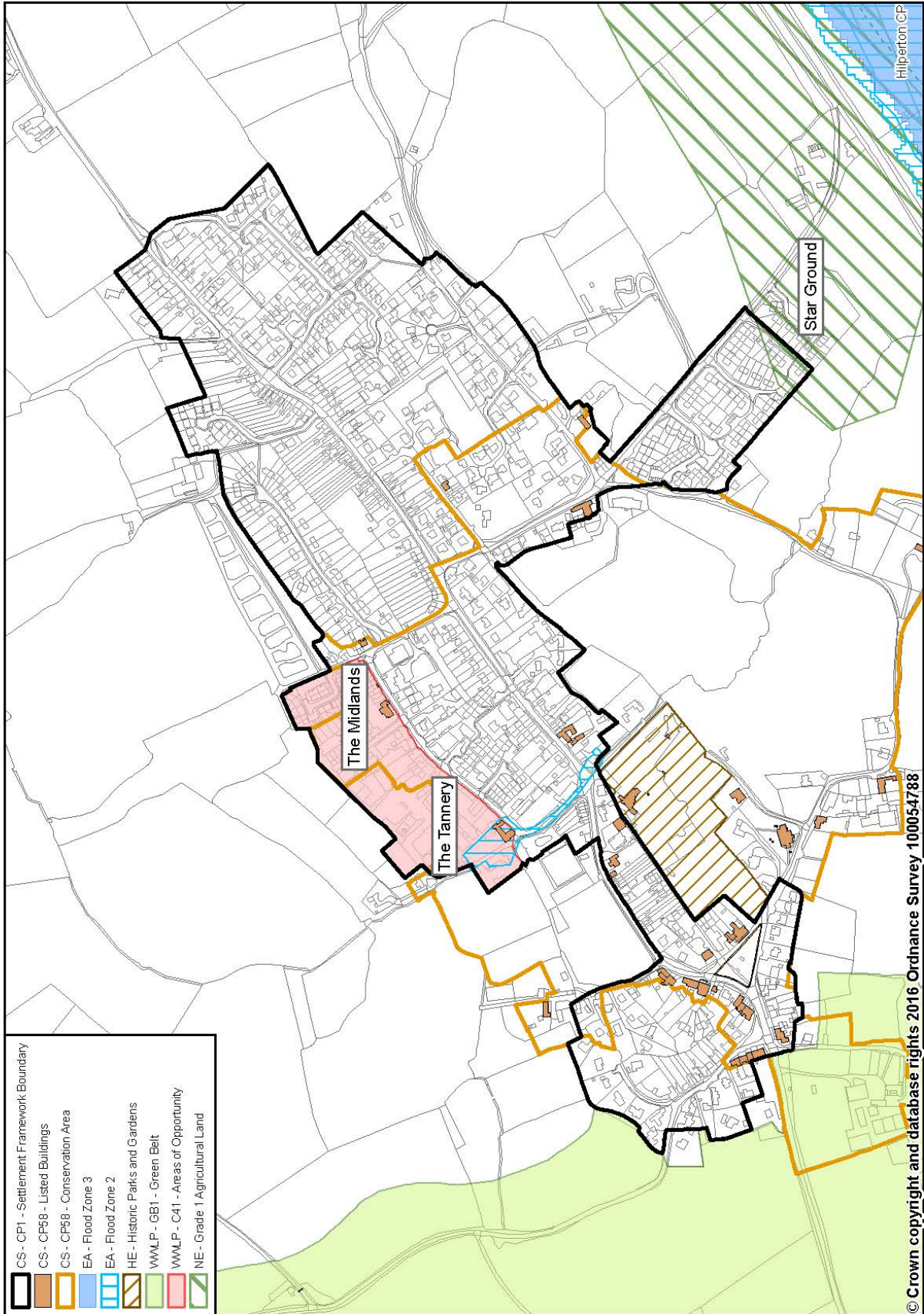
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Detailed plan of the village of Holt. The area covered by the Holt Neighbourhood Plan is the Parished area of Holt shown on the map on page 8.

Background to the Holt Neighbourhood Plan

Brief history of Holt

Holt is an old village – there is an early Bronze Age settlement in Great Bradford Wood (see the scheduled ancient monument on the Parish map), traces of Roman farming, and of scattered post-Roman and medieval farmsteads. By the 11th century the village existed and had a church – the font in St Katharine’s Church is from this period. In the 12th century, 37 named people lived here, and in the 13th century, a manor had been created, held by the de Holt family. The name of the Three Lions inn goes back to the 14th century.

The village continued as an agricultural and weaving centre, then in the 17th century the spa waters were discovered, and there was a summer ‘season’ for people to take the waters. In the mid-18th century, Holt had seven alehouses for the 50 houses in the village, James Beaven founded the Tannery and the glove factory followed soon after. There was a cloth mill at The Courts.

The 1831 census recorded 839 residents.

Background to the development of the Holt Neighbourhood Plan

More recently, Holt village has a history of looking at itself and working out what should change in future. In 1998, an ‘Appraisal’ of the village was undertaken by a small working party, who distributed a questionnaire to every household, achieving a 74% return. Then, as now, the majority valued the rural environment and the community’s spirit, and did not want the essential character of the village to change. Many of the major concerns raised then resonate with today’s issues. The report of the appraisal was widely circulated within the parish and to relevant parts of local and national government.

In 2009, the idea that Holt should produce a Parish Plan, as encouraged by local government guidance, gained acceptance, and two public meetings were held to recruit volunteers who would help to produce this, and to get some idea of what villagers wanted. A Steering Group was set up and in the autumn of 2009, the people of Holt were asked to complete a preliminary questionnaire which asked what they liked most and disliked most about living in the village, and what ideas they had about the future of the village. This produced a comprehensive list of ideas (Love It Hate It Results) which has informed the writing of this Neighbourhood Plan. It was envisaged that a more formal questionnaire, covering in depth the topics raised in the

original answers, would be devised, which would eventually result in a Parish Plan for the next five to ten years. This would be used to approach Wiltshire Council (WC) and other organisations for help in the implementation of desirable developments.

However, at about that time, there were two key changes to the environment in which the project had started:

1. Nationally, there was a change of government and different ideas about how local planning should be conducted emerged with the 'Localism Act' in 2011, which enabled a stronger local voice in the process of plan making.
2. Locally, as had been long expected, the owners of the old Tannery site decided it should be developed.

The Tannery offices



An old tanning drum

The redevelopment of the old Tannery site

The Tannery site, the former J & T Beaven's leather factory situated in The Midlands in the centre of the village, is a five-acre/two-hectare site. It currently has a mix of old stone and brick buildings (some listed) plus more recent brick and corrugated constructions, some of which are semi-derelict. The traditional leather processing activity has long since ceased but some limited packaging and distribution work still happens, plus some units have been sublet to new businesses.

This site had been designated as an 'Area of Opportunity' by local authority planners some years ago, meaning that a mixed development of housing, business and commercial premises should be undertaken, and this has been endorsed by the new planning authority, Wiltshire Council in its recently published Core Strategy.

INTRODUCTION

In 2010 work began on detailed plans for the main Tannery site, producing various outline proposals for mixed-use development. In response, Holt Parish Council (HPC) decided to consult with the village across a whole range of issues related to this development, and set up the Holt Neighbourhood Plan Steering Group (HNPSG) whose first task this became. (The full report of this consultation can be seen in the audit trail in 2011 Report on Tannery Questionnaire).

In addition to the main tannery buildings, there is a separate, smaller site, The Old Glove Factory, situated across the stream in Brook Lane. This has been redeveloped for commercial use and a further expansion has been agreed, with limited-use additional car parking for employees and visitors, and Phase 1 of this was completed in 2015. There are no plans for housing on this site.

This brownfield site is the only place within the village where major development can take place. Detailed planning has proceeded concurrently with the production of this Plan, and there has been liaison between the two projects to ensure they do not conflict.

The Old Glove Factory redevelopment



The Tannery site

Decision to develop a Neighbourhood Plan

The two major changes outlined above (the Localism Act and the likely development of the Tannery site) led the Parish Council to decide that a comprehensive Neighbourhood Plan was the option that should be pursued, to establish a vision for Holt and to deliver the community's aspirations. It would have to be in general conformity with Wiltshire Council's emerging Core Strategy, covering the same time period (up to 2026) and in accordance with legislative provisions.

HOLT NEIGHBOURHOOD PLAN 2016 - 2026

The Parish Council therefore set up the Neighbourhood Plan Steering Group, which consisted of two parish councillors and several volunteers from the village who had been involved in the previous planning work as outlined above. The Group was to make regular progress reports to the council. (Its full terms of reference can be found in Appendix 4.)

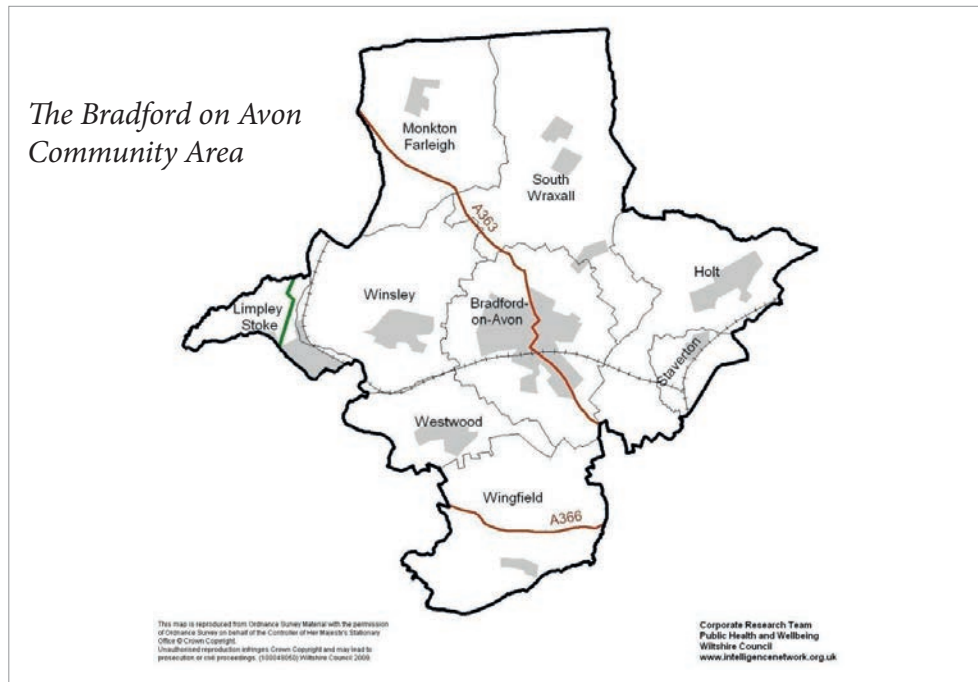
The Neighbourhood Plan Steering Group decided that it would build on the results produced in 2009 and the March 2011 Tannery survey to develop the Neighbourhood Plan. The existing research was supplemented by further work to produce a Scoping Study in July 2012 for a Neighbourhood Plan which formed the basis for further consultation within the village. Following this, a formal application was made in January 2013 to gain approval from Wiltshire Council to proceed with the development of the full Neighbourhood Plan and, via their website, initiated the consultation with our surrounding parishes. The development of the full Plan has followed the statutory processes of consultation during its development (see the summary of this process in Appendix 1 'What We Learnt').



The Spa Pump

Geographic scope

The parish of Holt falls within the Bradford on Avon Community Area (see map below). In the Wiltshire Core Strategy, Holt is categorised as a ‘large village’ which is defined as having: a population of 1000 plus, with local employment, a shop, a PO, a primary school, church(es), village hall, pub(s), mobile library, reasonable transport links, some leisure and recreational facilities, and developable land.

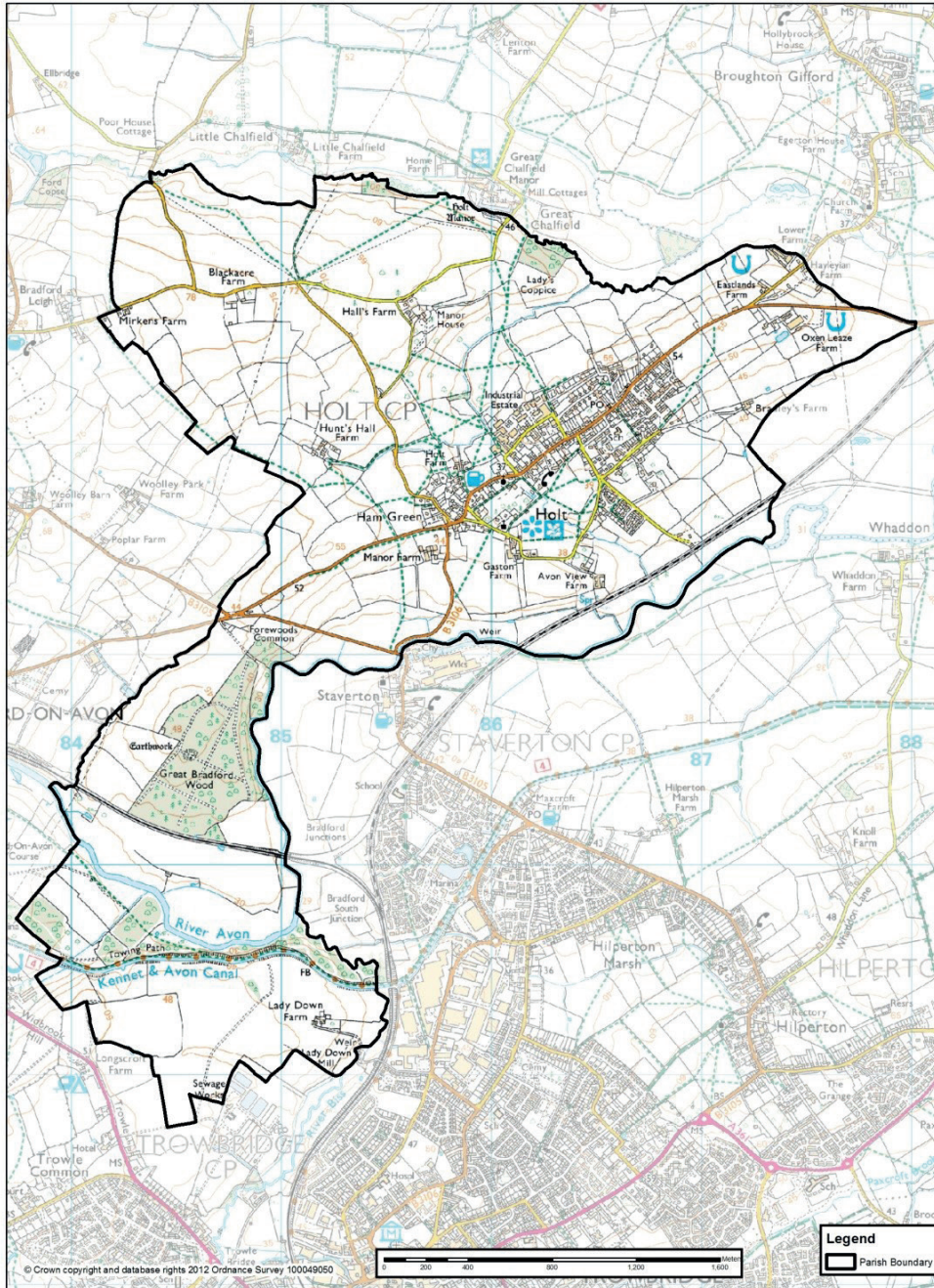


The parish itself has an odd shape (see map overleaf) with a large but sparsely populated area to the southwest of the village itself, stretching towards Staverton and Bradford on Avon.

Major development is about to start at Kingston Farm on the outskirts of Bradford on Avon, close to the western boundary of Holt Parish, which will certainly impinge on traffic flows – see Section 2. Work on the Hilperton Gap Relief Road started in autumn 2014 having been “in the pipeline” for many years, and offers opportunity to re-route some traffic which currently passes along the B3107 through Holt. There are no other major building developments (that we are aware of) planned in the other parishes contiguous with Holt.

Whether or not the Neighbourhood Plan should cover the whole Parish, or just the built-up area, was discussed, and the conclusion was that because of the importance placed on the rural setting of the village by the people who live here, and the flow of traffic across the Parish, the Neighbourhood Plan should be concerned with the entire area. This was agreed by Wiltshire Council. The contiguous parish and town councils have been kept in touch with the Neighbourhood Plan as it developed.

Holt Parish



Map of Holt Parish

The Development of the Holt Neighbourhood Plan

The HNPSG was able to draw on much valuable work within the village which had been done before the formal decision to create the HNP. Once we decided to go ahead with the Plan we have consulted widely within the village and beyond to ensure the final document reflects the wishes and aspirations of the community.

INTRODUCTION

The process and types of consultation and discussion that we have gone through is documented in detail in 'What We Learnt' which forms Appendix 1 to this Plan. However, the key methods we have used included:

- Public exhibitions, meetings and events
- A questionnaire sent to all households
- Updates on the village website and via the village magazine
- Contact with local businesses and groups
- Smaller focus groups within the village
- Consultation 'windows' during which comments have been invited on draft documents.

An audit trail of all the key documents are posted on: <http://holtparishcouncil.gov.uk/>
References to these appear in each of the sections of the Plan.

We have also made reference to how our Plan conforms to the wider Wiltshire Core Strategy which was emerging during the process.

Monitoring and Review

Once the Plan has been accepted the HNPSG will remain in existence to act as the monitoring and review body. It will periodically review progress and report to HPC, and annually will consider whether any major changes should be made to the Plan. This process should ensure that the Plan remains current and relevant during its projected 10 year life.

Creating the Vision

A clear vision for the future of Holt emerged which reflects the aspiration of the villagers. It covers these core themes:

- Preserving village life, amenities and environment
- Ensuring adequate new housing
- Addressing the traffic and parking issues
- Encouraging economic development
- Sustaining the sense of community.

A Vision for Holt

The parish will remain largely as it is today, with farmland and woods surrounding the thriving village. Development within the settlement boundary will be encouraged and green spaces within the boundary will be preserved.

The population will moderately increase, housed mainly by the development of brownfield sites and specifically avoiding new infill or greenfield building.

It will be a better and safer place for pedestrians, cyclists and horse riders, by reducing the intimidation caused by traffic, particularly heavy goods vehicles passing through. There will be adequate parking for residents, those employed in the village who live elsewhere, and visitors. Walking, cycling and the use of public transport will be encouraged.

The thriving local economy, offering employment and facilities for residents, will continue.

The village will have an enhanced environment, protected green spaces and a commitment to continue developing appropriate renewable energy.

The village's strong sense of community will be sustained, supported by improved local resources and facilities.

Turning the Vision into Objectives

These aspirations were further refined into concrete Objectives for each area.

Housing Objectives

1. Provide a limited amount of new housing to meet local needs, including smaller dwellings for elderly people who wish to downsize, and for young single people, couples and families needing a first home, of which a significant proportion needs to be affordable.
2. Ensure that all new housing delivers high quality standards of sustainable design and is similar in scale, bulk, density and separation as the existing housing within the village.
3. Ensure that the settlement boundary and green spaces within it are protected.



Lion's Orchard

Traffic, Parking and Transport Objectives

1. Improve highway safety and reduce the intimidation caused by traffic.
2. Provide adequate off-road parking for residents, workers and visitors.
3. Encourage walking, cycling and the greater use of public transport.

Commercial and Economic Objective

1. Build on the existing local commercial and business activity by creating new opportunities for premises and employment.

Environment, Energy and Green Spaces Objectives

1. Ensure any significant new development is well-designed, sustainable and reinforces Holt's village character and delivers maximum positive outcomes for the environment.
2. Ensure any proposed substantial new development includes an analysis of its effects on the village infrastructure and offers appropriate solutions.
3. Work with WC and Wessex Water to introduce measures to prevent or reduce future flooding.
4. Encourage appropriate renewable energy installations.
5. Protect and improve rural footpaths and improve access to farmland and rural walks.
6. Use potential 'planning gain' monies to secure, maintain and improve the open green spaces in and around the village.
7. Encourage the development of allotments.



Dawes Pond

Community Amenities Objectives

1. Identify existing assets which should be protected under The Assets of Community Value (England) Regulations 2012.
2. Work with the community to prioritise spending on new community facilities.

In addition we have set out specific Tasks for HPC and the community to pursue.



Sports and recreation facilities

Strategic Environmental Assessment

Wiltshire Council, as the “Responsible Authority” in this matter, is required to determine whether a Strategic Environmental Assessment needs to be carried out for this Plan.

In conjunction with Natural England, the Environment Agency and English Heritage, WC have analysed and assessed the draft Plan and the processes which led up to its production, and have decided that a Strategic Environmental Assessment is not required. The full document can be seen in the audit trail in *April 2015 SEA Screening decision - HNP final* (see Appendix 2).

Structure of the Plan

The detailed Plan below follows the format:

Vision – highlighted in brown

Objectives – highlighted in blue

Policies which form part of the legal Plan – highlighted in pale blue

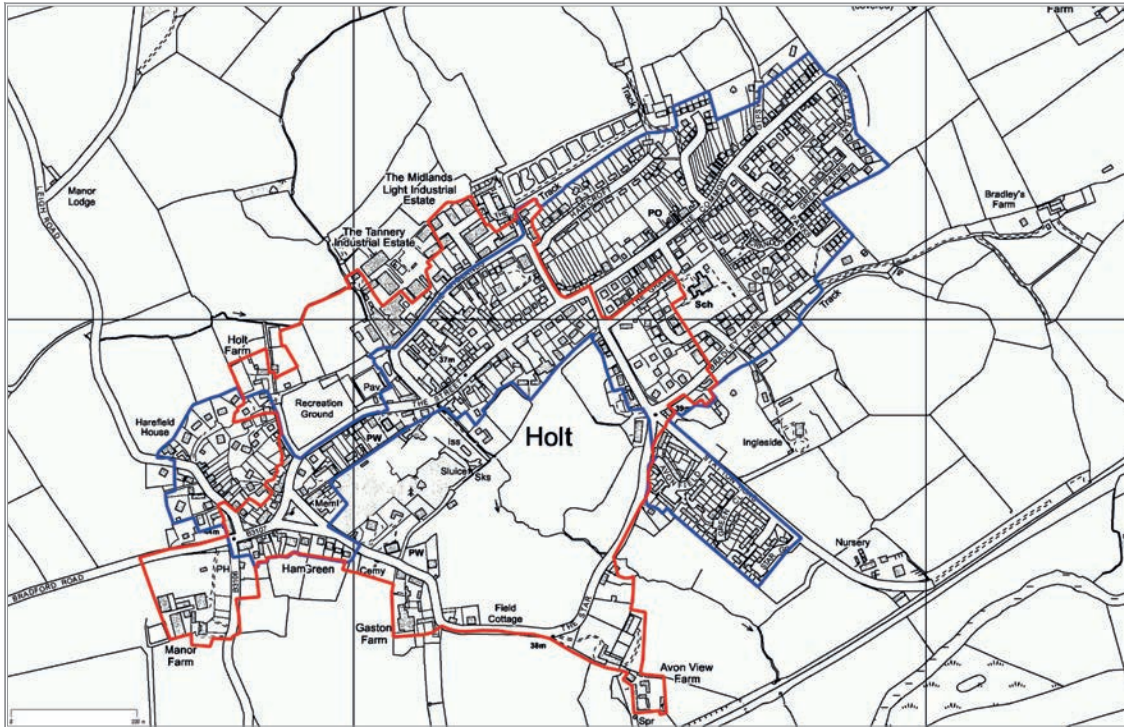
Tasks to be undertaken by the PC and community – highlighted in green

Evidence gathered during development – highlighted in yellow

Wiltshire Council policies which support our Plan – highlighted in grey

Section 1: Housing

Background and rationale



Holt conservation area (in red) and settlement boundary (in blue)

1.1 Current housing stock and tenure in Holt

Holt is an expanding village with a current population of 1,757 (up 14.8% from 1530 in 2001) with 736 households (a 13.2% increase from 2001). The housing stock ranges from old stone terraced cottages (the oldest being c.300 years old) to new apartments and large detached houses. There is no single architectural style which dominates, though specific streets and areas have their own characteristics. A part of the village is designated a Conservation Area (see map above). There are 54 Grade 2 listed buildings and other structures spread through the village and St Katharine's church is Grade 2*.

Types of housing (from the 2011 census):

- 850 people (48.3%) lived in detached houses
- 507 (28.8%) in semi-detached
- 316 (17.9%) in terraces
- 46 (2.6%) in flats
- the remainder in two communal establishments.

SECTION 1: HOUSING

These data can be augmented by a survey conducted in March 2012 by WC (to assess the need for affordable housing in the village) and provides the most up-to-date and accurate picture of the current tenure situation:

- 84% of respondents are owner occupiers (significantly more than the national average)
- 8.9% rent from a social landlord
- 6.6% rent from a private landlord.

In terms of house size:

- 76.3% live in houses with three or more bedrooms
- 19.4% have two bedrooms
- 4.3% have one bedroom.

The 2011 census data also show that Holt has fewer residents in the 20–29 age range, compared with the average for the South West:

- Aged 20–24 – 2.3% in Holt; 6.3% in the South West
- Aged 25–29 – 3.0% in Holt; 5.8% in the South West

This could be linked to a perceived shortage of affordable starter homes.

1.2 Affordable housing in Holt

The March 2012 survey categorised 99 of the houses within the village as affordable. This is 13.6% of the total housing stock, lower than the Wiltshire average of 19.2%. These are rented properties, the majority managed by Selwood Housing, and are divided between family homes and those for older people. This has since been increased in 2014 by an additional 12 affordable homes developed by Jephson Housing, at Star Ground off Station Road. There is still an unmet need from people with connections with Holt for both affordable housing to rent plus low cost housing to buy (possibly with some form of shared ownership). The latest data (based on the Housing Register and the 2012 Survey) shows a further 10 applications on the Register with a local connection to Holt (using exception site planning criteria) are seeking affordable rented homes in Holt. Another seven are interested in some form of shared ownership, including one sheltered unit suitable for older people.



Rose Cottage

1.3 Recent new builds in Holt

Recent new housing in the village has mainly been built on brownfield sites in The Midlands: 37 units (houses and apartments) forming the Spa, on the site of an old bedding factory; and 15 houses on an old builder's yard, Lion's Orchard. There has been no single major house building development on a greenfield site for some years. The largest is the new development, Star Ground, (completed in 2012) of 12 affordable houses on an exception site in fields off Station Road. There is space on this site for a further 12 houses.

In addition, there has been a significant number of individual new houses built either on the sites of older houses which have been demolished, or by sub-dividing gardens. This piecemeal development has led to the loss of green spaces, increased density of housing and (in some cases) has contributed to on-street parking congestion.



Star Ground



The Spa

1.4 Wiltshire housing requirement

The Wiltshire Core Strategy contains a requirement for approximately 780 units of new housing to be provided between 2006 and 2026 for the Bradford on Avon Community Area (see map on page 7). Of these, about 595 dwellings should be provided in the town of Bradford on Avon, including those on the land at Kingston Farm. The remaining 185 (approximately) should be provided in the rest of the area (i.e. Holt, Westwood, Winsley, Limpley Stoke, Monkton Farleigh, Staverton and Wingfield) of which 95 are already planned or built, which leaves another 90 to be built on sites as yet unspecified.

HNP will fulfil the Wiltshire Core Strategy's aims by supporting an appropriate and sustainable level of new development, based on this Plan in terms of location, tenure and design.

1.5 Development of the Tannery site in Holt

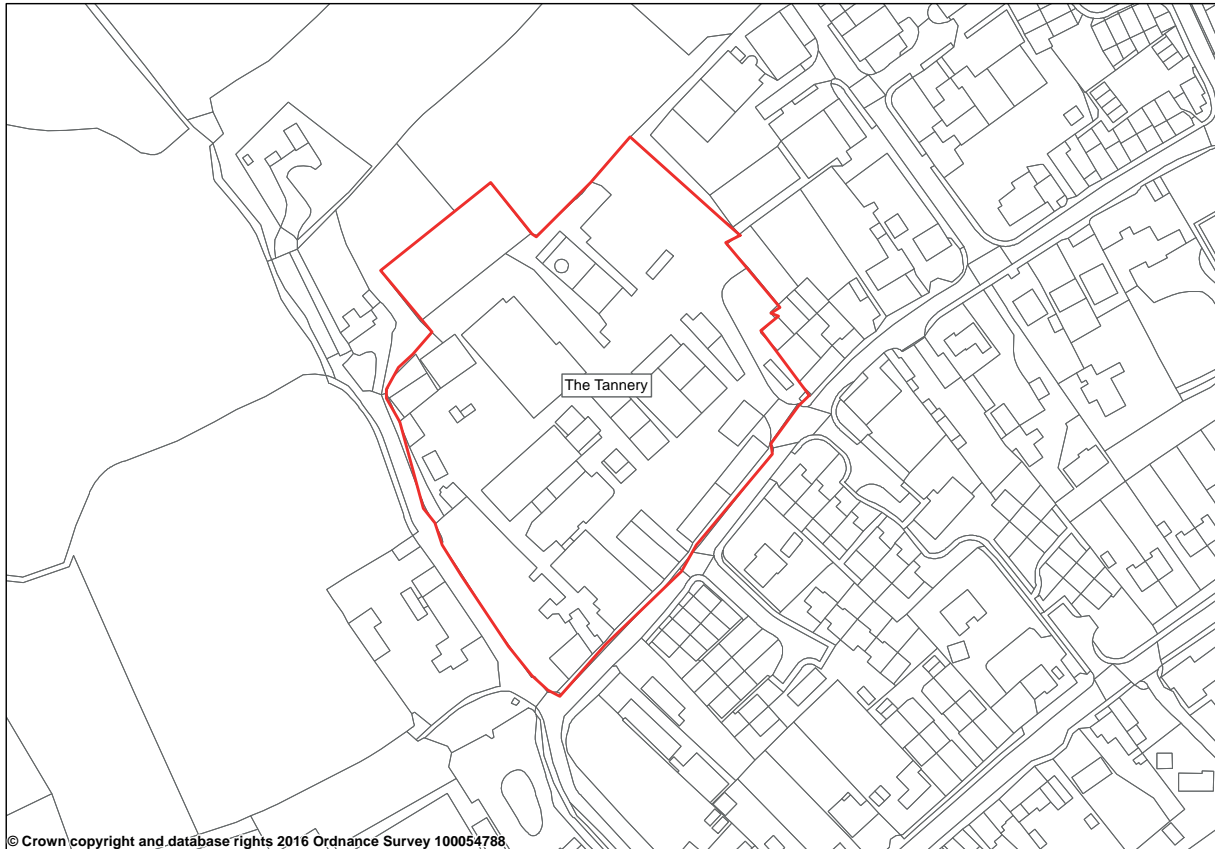
In 2010 the current owners of the Tannery began work on more detailed plans for the main Tannery site, producing various outline proposals for mixed-use development. These plans have continued to evolve and develop. In response, HPC tasked the HNPSG to consult with the village across a whole range of issues related to this development. The full report of this consultation was published in September 2011. The key conclusions on housing are summarised below:

- a) The village wanted the site to become a mixed-use development, approximately 50:50 commercial and housing.
- b) The village's preferred options for the types of housing were:
 - Smaller starter homes – 29%
 - Family houses – 28%
 - Retirement housing – 26%
 - Apartments/flats – 17%
- c) The village's wishes on the type of ownership of new housing on the site showed a clear majority (58%) wanting a mix of properties to buy and to rent.
- d) The village's requirement for affordable housing should be met with a mix of properties to buy and to rent on this site.

The redevelopment of the Tannery site has the potential to impact on bats linked to the Bath and Bradford on Avon Bats Special Area of Conservation. Existing buildings within the Tannery site could become occupied by roosting bats and a bat survey carried out at the site by Engain in 2014 recorded Greater and Lesser Horseshoe bats foraging and commuting through the site. It is therefore important that any redevelopment of this site recognises the potential impact on bats and that appropriate mitigation is agreed as part of any planning application which will include sensitive layout and design, landscaping and lighting.



The Tannery site



Tannery site (outlined in red)

Disused and underused farm buildings

Disused and underused farm buildings could become occupied by roosting bats linked to the Bath and Bradford on Avon Bats Special Area of Conservation. The Plan therefore includes a requirement in Policy H3.2. that the potential impact on roosting bats where buildings are suitable for horseshoe access is recognised.

Vision

Development within the settlement boundary will be encouraged and green spaces within the boundary will be preserved. The population will moderately increase, housed mainly by the development of brownfield sites and specifically avoiding new infill or greenfield building.

Objectives and Policies

Housing Objective 1

Provide a limited amount of new housing to meet local needs, including smaller dwellings for elderly people who wish to downsize, and for young single people, couples and families needing a first home, of which a significant proportion needs to be affordable.

Policy H1.1: This Plan supports the development of the Tannery site provided it meets the following criteria:

- a) the development will occupy the shaded area within the AoO (as shown on the map on p18) and not exceed these boundaries unless the benefits of an enabling development that might otherwise be in conflict with planning policies would secure the future conservation of the heritage assets and the proper planning of the site as a whole;
- b) the site will be a mixed-use development, comprising both housing and commercial uses;
- c) the development will as far as possible and subject to viability and other considerations reflect the village's preferred options for the types of housing which are, in order of preference:
 - smaller starter homes
 - family houses
 - retirement housing
 - apartments/flats;
- d) affordable housing in accordance with Core Policy 43 of the Wiltshire Core Strategy and based on the most up to date local housing needs information available will be provided;

- e) the development is encouraged to reflect the village's wishes on terms of ownership, with a clear majority (58%) wanting a mix of properties to buy and to rent;
- f) the development will meet the design standards set out below in Policy H2.1;
- g) the developers will address concern about possible contamination on this site by undertaking a thorough environmental survey and analysis and making public the full results of this before any development work takes place; and
- h) the developers will ensure that concomitant infrastructure development takes place alongside any new housing and is in progress before the build is finished. Specific concerns include:
 - Road access – see Traffic Policy T.1 and T2.
 - Developers will undertake any surveys as necessary to ensure that the development will have an acceptable impact on flooding, drainage and sewage and ensure that any necessary measures or mitigation are carried out.
 - Village school – the developers will engage in discussion with WC, the Head teacher and Governors of the village school to ensure there will be adequate capacity for new pupils so all village children have the option to attend their local school.
- i) A bat survey should be undertaken and any appropriate mitigation measures be provided as necessary, having regard to Wiltshire Council's Habitats Regulations Assessment guidance document for the Bath and Bradford on Avon Bats Special Area of Conservation.

Policy H1.2: This Plan supports the provision of affordable housing in Holt on the following basis:

- a) the first option for meeting evidenced need within Holt to be the inclusion of such housing within the development of the Tannery site in line with Policy H1.1 criterion d);
- b) if additional need within Holt is subsequently identified, the development of the second part of the Jephson site, Star Ground off Station Road shall be considered; and
- c) other development sites will be expected to meet any affordable housing requirements in line with Core Policy 43 of the Core Strategy and up to date and evidenced local housing needs.

SECTION 1: HOUSING

Policy H1.3: Affordable houses in the Parish shall, whenever they become available, be first allocated to those by persons (and their dependants) whose housing needs are not met by the open market and:

- a) who have a minimum period of five years permanent and continuous residence in the parish; or
- b) who are not now resident in the parish but have a local connection with the parish including a period of permanent and continuous residence of five years or more within the last 10 years; or
- c) who have an essential need to live close to another person who has a minimum of five years permanent and continuous residence in the parish, the essential need arising from proven age or medical reasons; or
- d) who need to live close to their place of work in the parish.

Housing Objective 2

Ensure that all new housing delivers high quality standards of sustainable design and is similar in scale, bulk, density and separation as the existing housing within the village.

Policy H2.1: This Plan requires all development to demonstrate good quality design and make generous provision for open green spaces which are accessible to the public. It must respect the character and appearance of the surrounding area. Development that fails to take the opportunities available for enhancing the local character and quality of the area and the way it functions shall not be permitted.

All new development will:

- a) be built from good quality materials sympathetic to the local style;
- b) be of a scale and size to fit with existing housing (as opposed to commercial buildings) within the village;
- c) be well-spaced and landscaped and include gardens;
- d) be sustainable and incorporate appropriate green technologies;

- e) retain as many as possible existing trees and hedges within sites and along the boundaries;
- f) include adequate off-street parking i.e. two off-road bays/garages per dwelling which reflects the higher than average number of cars owned by villagers (see Traffic para 2.2) whilst not reducing existing on-street parking capacity; and
- g) ensure safe access for pedestrians, cyclists and road users.

Housing Objective 3

Ensure that the settlement boundary and green spaces within it are protected.

Policy H3.1: This Plan will support new infill housing subject to any such proposals being well designed and meeting all relevant requirements set out in other Policies in this Plan and the Wiltshire Core Strategy, and where such development:

- a) fills a small, restricted gap in the continuity of existing frontage buildings or on other sites within the built-up area of the village where the site is closely surrounded by buildings;
- b) will not involve the outward extension of the settlement boundary of the village;
- c) will not involve the loss of any significant green space within the village;
- d) is not considered to be backland or unneighbourly development that requires unsuitable access, reduces the privacy of adjoining properties or is inconsistent with the character of the locality; and
- e) will not involve the loss of small properties e.g. by conversion of two small properties into one, insofar as planning permission is required; the creation of smaller properties by the sub-division of larger properties is encouraged.

Policy H3.2: This Plan supports the conversion of redundant farm buildings to housing notwithstanding permitted development rights granted by the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order, or any subsequent amendment. Any planning application for the reuse or redevelopment of buildings will be accompanied by a bat survey and

SECTION 1: HOUSING

appropriate mitigation provided where necessary having regard to Wiltshire Council's Habitats Regulations Assessment guidance document for the Bath and Bradford on Avon Bats Special Area of Conservation.

Any such development should meet the criteria for good quality design (Policy H2.1) and adequate infrastructure provisions should be in place.

Key supporting evidence

Sept 2011	Report on Tannery Questionnaire
Mar 2012	WC Housing Needs Survey
July 2012	Recommendations to Holt PC
May 2014	Plan Draft 1.5
May 2014	Consultation Board Housing
June 2014	Housing Needs Update
July 2014	Housing Feedback
Oct 2014	Housing Feedback Response
Oct 2014	Bat Survey Report, Engain

Relevant policies from the Wiltshire Core Strategy relied upon for this section

Core Policy (CP)

CP 1,2 & 7	Limits of Development
CP 36	Regeneration of brownfield sites
CP 43	40% of developments to be affordable housing
CP 44	Rural exception sites for affordable housing
CP 45	A range of types of housing
CP 46	Housing for elderly people
CP 48	Accommodation for workers at or near their place of work
CP 50	Biodiversity and Geodiversity
CP 56	Mitigate any impacts of contaminated land on public health etc
CP 57	High quality design and place shaping

Section 2: Traffic, Parking and Transport

Background and rationale



Roads in Holt

2.1 Traffic

Concern about the impact of traffic on village life is consistently the number one priority when opinion is canvassed; for example, it generated by far the greatest number of “hates” in the “Love It/Hate It” survey of December 2009.

Holt is largely a ribbon development along the B3107 which carries traffic – mainly commercial and commuters – between Melksham and Bradford on Avon as well as providing access to commercial enterprises in Staverton and the Canal Road industrial estate in Trowbridge. Within the village, the B3107 forms junctions with a number of other roads. Apart from the Staverton Road and Leigh Road crossroads at the western end of the village, all other minor connecting routes to the B3107 only provide access to areas within the village and are not through roads. The Leigh Road junction is residential at the village end, and then continues on through farmland to Great Chalfield and Bradford Leigh.

Although the B3107 was downgraded from ‘A’ status over a decade ago, it remains a busy road carrying about 10,000 vehicles per day, (surveys conducted by the Parish Council in 2012 and

SECTION 2: TRAFFIC, PARKING AND TRANSPORT

2014). In the morning and evening peak hours, the flow is between 760 and 815 vehicles per hour. Of these vehicles, approximately 2% are HGVs. This equates to one HGV a minute during the peak hours. The majority of the HGVs are simply passing through the village, but some are accessing the existing industrial areas within The Midlands and other village-based businesses. There is documented damage to both houses and pavements from this heavy traffic.

There is also a new concern about the impact of traffic generated by other new developments – specifically at Kingston Farm – see the Wiltshire Core Strategy: Appendix A Kingston Farm Development – paragraph 5.36

“...a transport assessment is required for major applications and must include an assessment of the likely future impacts of the Kingston Mills development and demonstrate how development will not exacerbate the existing Air Quality Management Area (AQMA). Consideration is also needed for any impacts from development on the high traffic volumes along the B3107 (Holt Road).”

Some traffic calming measures have been introduced at either end of the village – a central island and narrowing at the Melksham end plus a mini-roundabout at the Tollgate junction – these have slowed vehicles entering the village. On-street parking, which reduces the road to single carriageway in stretches, also keeps speeds down in places. The zebra crossing near the junction of Station Road also slows traffic down, especially when children are going to and from school.

Most of the pavements alongside the B3107 are narrow (or absent) and poorly defined by low profile kerbing. This contributes to the strong feeling of intimidation by large vehicles and an equally strong feeling that vehicle speeds in general are too fast even though they may be travelling within the 30mph limit.

The zebra crossing near Station Road



Mini roundabout by the Tollgate

The residential roads within the village are mainly fairly narrow and are often further restricted by on-street parking. Great and Little Parks suffer from overflow parking from the main road. Although the parking at the side of the main road has the benefit of slowing through traffic, it can also lead to queuing as vehicles wait to pass and some mount the pavement (especially by the Recreation Ground) in order to squeeze by.

The proposed redevelopment of the Tannery site has intensified these concerns and in May 2012 a traffic consultation and workshop were commissioned by HPC from SKM Colin Buchanan. The outcomes of this report have informed the proposals in this section.



Traffic congestion by the Recreation Ground



Parking on the pavement

2.2 Parking

Most of the older houses within the village have no facility for off-street parking, so many residents are forced to park on the road or convert front gardens into car parking. Even for newer houses, which do have parking provision, residents may choose to park on the road either because it's more convenient or they have more cars per household than the parking available. There are currently few restrictions on roadside parking. The village has a higher ratio of cars/vans per household at 1.62 than the average for the South West which is 1.33. This is firmly believed to be linked to the relatively poor transport links – see below.

There is a car park attached to the Village Hall which has approximately 46 parking spaces for users of the Village Hall. A space is allocated for the permanent parking of the Holt Community bus. Parking for The Courts is permitted in the Village Hall car park on most days, for cars but not for coaches. No charges apply to people using this facility. In the summer months, when The Courts is open, there is simply not enough space for visiting cars and there is a major problem of street parking causing obstructions to traffic and properties,

SECTION 2: TRAFFIC, PARKING AND TRANSPORT

and potentially hazardous situations, especially on the sharp bend at the western end of The Midlands and at the entrance to The Midlands by the Village Hall. Double yellow lines at these locations (painted in 2016) may alleviate this problem but may also shift the parking overload – possibly to even less appropriate locations.

The parking problem becomes even worse when there are also events at the Village Hall, sports matches or events at the recreation ground, Bowls Club or United Reformed Church (URC), when the parking flows out onto both sides of the main road.

Informal overflow car parking for visitors to The Courts has been opened in the Tannery site and in a field in Manor Farm across from the Tollgate pub, but these are seriously under-used, probably because the signage and online directions have been very poor. The parking at Manor Farm may also be too far for some people to walk to The Courts.

Some new, shared provision for parking for The Courts visitors is being offered at the enlarged car park attached to the Glove Factory, but it is too soon to evaluate its effectiveness.

Almost all the main venues which require parking for visitors and events – the Village Hall, the sports grounds, the Bowls Club, The Courts, the Glove Factory – are concentrated in a relatively small part of the village (at the western end of The Midlands and the junction with the main road) which is why the problem is so acute in this area. The proposed major re-development of the Tannery site also falls within this area.

The other area where parking has been an issue is around the school in The Gravel. This is confined to the morning and afternoon drop-off and collection times during term-times. The recently painted zig-zag lines have alleviated this for residents of The Gravel, but there is now much more episodic parking in Station Road.



Parking on the pavement in The Street

Roadside parking in The Midlands

2.3 Other Transport

Buses

Public transport services through Holt are relatively limited. There are a number of bus services but many of them only operate once a day (school buses) or on one day of the week. The only service that provides regular buses throughout the day Monday to Friday is the ZIGZAG service. There are eight buses in each direction that link Trowbridge to Corsham via Bradford on Avon, Holt and Melksham. Occasional buses also go as far as Corsham and Chippenham. There are five buses in either direction on a Saturday, and once-weekly buses to Tesco and Sainsbury's. None of these buses is accessible to wheelchair users – i.e. with a low floor. Holt Community Bus runs a once weekly public service to Chippenham and return, subsidised by WC.



Bus stop by the Three Lions

A train passing through Holt Junction



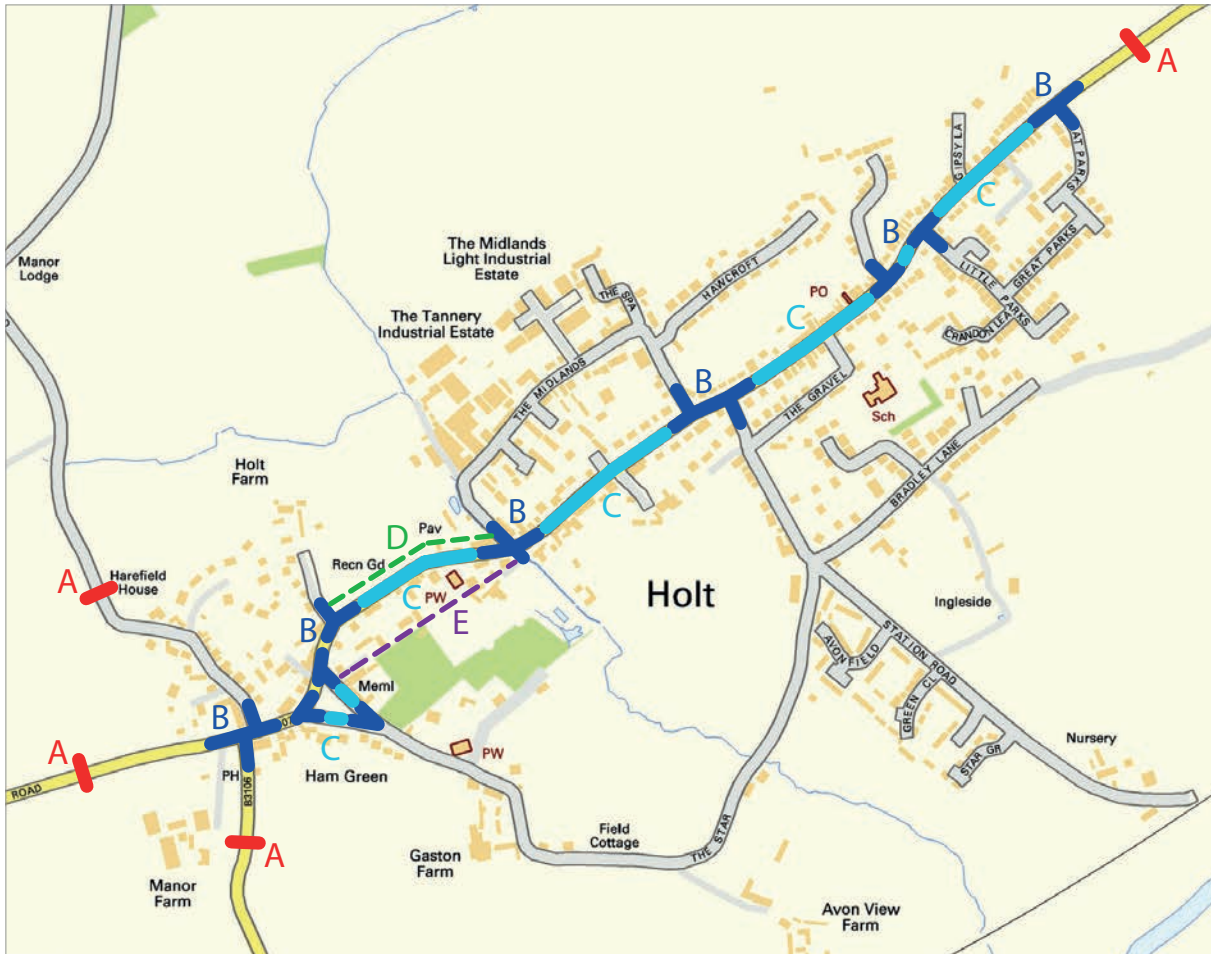
Cycling

There are no formal cycle routes or facilities within the village, although Bradford on Avon, Trowbridge and Melksham are all within a 5 kilometre cycling distance, which means cycling could be an alternative to the car for reaching these towns. However, the existing carriageway widths on some parts of these routes (especially the direct route to Trowbridge via the Tollgate turning and the road to Bradford) are not 'cycle friendly' because of the narrowness of the roads, traffic volume and speed.

Trains

The station in Holt was closed back in the 1960s, although the line is still open with regular trains running between Melksham, Trowbridge and stations beyond. The nearest stations are at Bradford on Avon, Trowbridge or Melksham.

Suggested proposals for traffic improvements



Key:

- A Formal gateway feature; introduce 20 mph zone
- B Consider scope for junction improvement/traffic calming/shared space treatment
- C Consider formal parking management, footway treatment, streetscape enhancements, surface treatments, introduction of courtesy crossing points, possibly raised
- D Relocate footpath inside recreation ground linked to improved crossing facilities at each end
- E Formal shared pedestrian/cycle route

Vision

To make Holt a better place for pedestrians, cyclists and horse riders by working with regulators and developers to introduce schemes that will reduce the intimidation caused by traffic; to provide adequate parking for residents, workers and visitors; to encourage walking, cycling and the use of public transport.

Objectives, Policies and Tasks

Traffic Objective 1

Improve highway safety and reduce the intimidation caused by traffic.

Policy T.1: In order to mitigate the traffic impacts associated with the development of the Tannery site, appropriate and suitable provisions will be required to accommodate the traffic that will be generated during its construction and occupation. Such provisions will be delivered through any subsequent planning application process in accordance with the standards operated by the Highway Authority.

Policy T.2: Any proposals in Holt or elsewhere which re-route HGV traffic away from the village will be supported.

Traffic Tasks

Task T.1: This Plan supports changes to the B3107 (see map on p.29) which mitigate the impact of vehicular traffic on the village and any such changes should conform to the general plan produced by the traffic workshop held on 23 July 2012.

Task T.2: Any road improvements for the western junction of The Midlands with The Street should include a safe pedestrian crossing to The Courts.

Task T.3: Relocate the northern pavement by the recreation ground inside the hedge (see map on p.29). The hedgerow could be a flight path for horseshoe bats and will be retained. However, if the hedgerow needs to be moved or translocated to a new position, or if additional lighting is required, the Council Ecologist will be contacted for advice as a bat survey may be necessary to inform appropriate mitigation, having regard to

SECTION 2: TRAFFIC, PARKING AND TRANSPORT

Wiltshire Council's Habitats Regulations Assessment guidance document for the Bath and Bradford on Avon Special Area of Conservation.

Task T.4: Negotiate a 20mph limit throughout the village.

Task T.5: Limit the speed of traffic leaving the village eastwards by reducing the width of the carriageway by the junction with Little Parks, thus creating additional parking on the northern side of the road (see map on p.29).

Task T.6: Create a parking area sheltered by build-outs on the northern side of Melksham Road to limit the carriageway width (see map on p.29).

Task T.7: Upgrade the village gateway and improve the signage for the mini-roundabout at the western end of the village.

Task T.8: Review and amend the signage along the B3107.

Task T.9: Negotiate a ban on vehicles of over 8.5 tonnes MGW on the B3107 once the Hilperton Gap relief road is complete.

Parking Objective 1

Provide adequate off-road parking for residents, workers and visitors.

Policy P.1: Any new, expanded or change of use commercial or housing development within the village must be completely self-sufficient in terms of off-road parking, which means:

- a) development proposals will be supported only if they include the maximum level of off-street parking consistent with the standards set out in the Wiltshire Core Strategy;
- b) developments that reduce the amount of off-street parking currently available will only be supported if they make enforceable provision for off-street parking nearby;
- c) parking spaces provided will need to be made available in perpetuity.

Policy P.2: Any road improvements for the western junction of The Midlands with The Street resulting from plans for the Tannery should take every opportunity available to include facilities for short term parking outside the village shop on both sides of the road.

Parking Tasks

Task P.1: Introduce single white lines to discourage parking in places where it is particularly undesirable, such as outside the URC entrance, along Station Road by The Gravel (to create a safe dropping-off point for the school), etc.

Task P.2: HPC will negotiate with the National Trust (NT) to provide sufficient off-road parking for all of the 45,000 and rising annual visitors to The Courts, by using their own property, or providing new parking spaces elsewhere. Any scheme should include good walking access to The Courts, and parking for disabled people. Good signage is to be formally approved for roadside use before erection and clear directions are to be provided in NT publicity, on-line and on paper. Possible support for this through the Community Infrastructure Levy (CIL) may be negotiated.

Other Transport Objective 1

Encourage walking, cycling and the greater use of public transport.

Policy OT.1: All new development proposals should take every available opportunity to provide and enhance safe cycling routes within the village. Where appropriate developments will also be expected to make contributions towards the provision of cycle and pedestrian links to other villages and communities and the National Cycling Network.

Other Transport Tasks

Task OT.1: Campaign for better public bus services, which should also link more usefully to train services in Bradford on Avon and Melksham.

Task OT.2: Consider whether Holt Community Bus could provide more services for villagers.

Task OT.3: Investigate the possibility of providing cycle lanes on the B3107, B3106 and local unclassified roads.

Task OT.4: Research the possibility of reopening Holt railway station to take advantage of the increased services on the line.

Task OT.5: Campaign to remove the B3107 from the Advisory Freight Network to reduce HGV traffic.

Key supporting evidence

Dec 2009	Love It Hate It Results
Sept 2011	Report on Tannery Questionnaire
Feb 2012	Holt Wish List Results
Mar 2012	Compendium of traffic issues
Mar 2012	Holt traffic & Wilts strategic view
May 2012	Buchanan map for village
May 2012	Traffic Workshop Background
May 2012	Holt Transport Workshop Report v1
July 2012	Concerns from Holt PC
July 2012	Recommendations to Holt PC
Aug 2012	Local Focus Groups Feedback
Oct 2012	Freight Assessment Paper
Jan 2013	Holt Neighbourhood Plan Initial Scoping Report
Mar 2013	Traffic Business Questionnaire
May 2014	Consultation Board Traffic
July 2014	Traffic Feedback
July 2014	Parking Feedback
July 2014	Other Transport Feedback
Oct 2014	Traffic feedback response
Oct 2014	Parking feedback responses
Oct 2014	Other transport feedback response
Dec 2014	Plan Draft 2 v.3

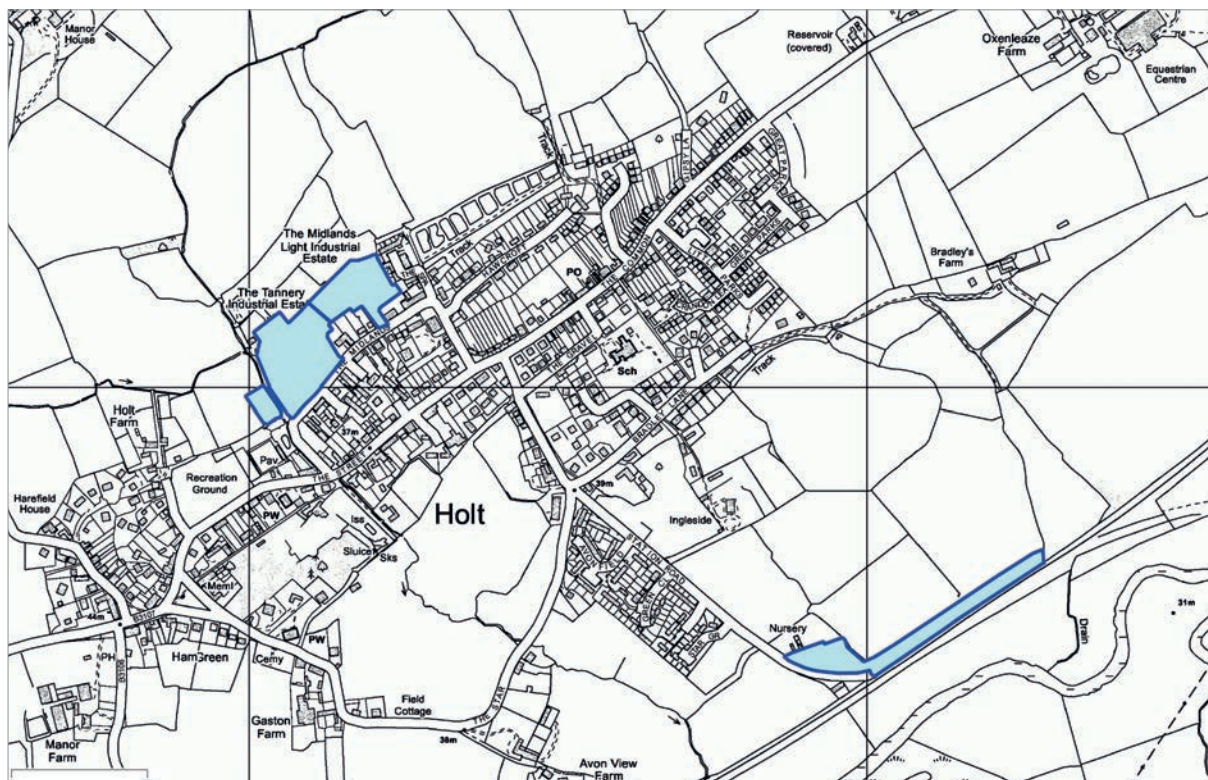
Relevant policies from the Wiltshire Core Strategy relied upon for this section

Core Policy (CP)

CP3	Infrastructure Priority 2 – Place shaping to improve safety
CP60	Sustainable transport and the safe movement of people
CP65	HGVs to use roads where a minimum of community and environmental effects will occur

Section 3: Commercial and Economic Development

Background and rationale



Commercial sites in Holt

3.1 Current commercial sites

Holt has always been a working as well as a residential community. Although two of the largest and most visible employers based in the village – Beaven’s Tannery and the Norian Beds factory – have either scaled-back or closed completely, there is still a considerable amount of business and commercial activity within the village. The three major sites are concentrated in The Midlands – (see areas highlighted in upper left section of map above):

- The Midlands Light Industrial Estate – with 20 units, currently housing 10 businesses, including the recently arrived Box Steam Brewery.
- The Glove Factory – a newly renovated site which offers office and studio space to about 45 individuals, companies and organisations, mainly involved in the high-tech or creative industries, together with an ancillary café; construction on a major expansion of this commercial premises resource started in 2014.

SECTION 3: COMMERCIAL AND ECONOMIC DEVELOPMENT

- The Tannery site – which includes the remaining Beaven’s business plus small units let out to other enterprises including a stonemason, a joiner, a furniture store and garage; additional refurbished office/studio/retail units have recently been created here.
- The old Holt Station site – situated at the far end of Station Road, this large area is used to a limited extent as a commercial site with a coal and buildings materials yard. There is also a newer candle manufacturing business. Further development here would have the advantage of not increasing the pressure on The Midlands. However, access via Station Road is limited and awkward (particularly during school drop-off and collection times) which reduces its potential.
- In addition to these, there are many smaller hubs of economic activity spread throughout the village and surrounding countryside, providing both employment opportunities and goods and services to the village.



The Midlands Light Industrial Estate



Glove Factory Studios

3.2 Current commercial activities

This range of commercial activities within the parish boundary includes:

- Hospitality and tourism – two pubs, two cafés, bed and breakfasts, holiday accommodation, the NT Courts Gardens;
- Agricultural – farming, stables and equestrian centre;
- Retail – village shop and post office, gift shop, flooring outlet, organic fruit and vegetable business;
- Motoring – garage selling cars, garages providing servicing, driving lessons;

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- Building services – joiners, builders, stonemasons, plumbers, roofers, electrical contractors, flooring, fireplaces, painters and decorators;
- Domestic and gardening services – domestic cleaners, window cleaners, gardeners, tree surgeon, pet services, soft furnishings;
- IT and financial services – website design and development, IT maintenance, financial advice;
- Creative – designers, artists, printmakers, potters, marketing and communication specialists;
- Education – the village school, pre-school, Tiny Tots and Sing and Sign;
- Personal care and services – nursing home for the elderly, sheltered accommodation for adults with learning disabilities, therapists, hairdressers, exercise studio.

Plus there are a number of other individual businesses. The 2014 Guide to Holt identified over 50 businesses within the village and this does not include those who are simply self-employed, working full or part time from home offices or workshops within the village. In the survey conducted in 2011 (on the redevelopment of the Tannery site), 11.6% of respondents identified themselves as working or studying within the village.



The Old Ham Tree



The Tollgate Inn

3.3 Current employment profile

The employment profile of Holt as described in the 2011 census reinforces the above with 16.1% within the village identified as self-employed, significantly higher than the 11.2% average for Wiltshire. The other striking statistic from this census is the qualification profile, with 41.5% of villagers having Level 4 and above qualifications, as against the county average of 29.5%. This suggests a well-educated and entrepreneurial population. However, it is important that the village offers opportunities to enable people with a range of skills and employment needs to both live and work within the village to create an economically sustainable community which is not wholly dependent on commuting. We would like to see opportunities for school leavers, unskilled, semi-skilled and skilled jobs, apprenticeships, holiday and weekend jobs, part-time work (especially for young mothers), as well as full-time jobs. There is a need for businesses offering employment opportunities plus additional premises for those either self-employed or already running a small business and looking to expand.

Sites will contribute to the delivery of flexible and affordable workspace across all the B uses, particularly small and start up units with some 'follow on' space, to provide continuing opportunities for small business, business start-ups and continuation. Start up or incubator units should be supported by shared business infrastructure relevant to the use class.

The redevelopment of the Tannery site has the potential to impact on bats linked to the Bath and Bradford on Avon Bats Special Area of Conservation. Existing buildings within the Tannery site could become occupied by roosting bats and a bat survey carried out at the site by Engain in 2014 recorded Greater and Lesser Horseshoe bats foraging and commuting through the site. It is therefore important that any redevelopment of this site recognises the potential impact on bats and that appropriate mitigation is agreed as part of any planning application which will include sensitive layout and design, landscaping and lighting. In addition, disused and underused farm buildings could become occupied by roosting bats linked to the Bath and Bradford on Avon Bats Special Area of Conservation. The Plan therefore includes a requirement in Policy CE.4 that the potential impact on roosting bats where buildings are suitable for horseshoe access is recognised.



Holt Superstore and Post Office

Vision

A village with a thriving local economy offering employment opportunities for residents.

Objectives, Policies and Tasks

Commercial and Economic Objective 1

Build on the existing local commercial and business activity by creating new opportunities for premises and employment.

Policy CE.1: New Class B1 uses on the Midlands Light Industrial Site shown on the plan on p.34 will be supported. New employment opportunities including manufacturing and warehousing will be particularly encouraged provided they do not harm residential amenity with particular regard to traffic generation, noise, odour, refuse and litter and hours of operation.

Policy CE.2: This Plan supports the commercial development of the Tannery site provided it meets the following criteria:

- a) the site will be a mixed-use development, comprising both housing and commercial uses; and
- b) the preferred priorities for usage are creative/studio space, retail, offices and light industrial;
- c) a bat survey should be undertaken and any appropriate mitigation measures be provided as necessary, having regard to Wiltshire Council's Habitats Regulations Assessment guidance document for the Bath and Bradford on Avon Bats Special Area of conservation.

Policy CE.3: This Plan requires concomitant development of infrastructure to support business expansion, including:

- a) high speed broadband and improved mobile phone coverage;
- b) better public and green transport links; and
- c) adequate surface water drainage and sewage.

SECTION 3: COMMERCIAL AND ECONOMIC DEVELOPMENT

Policy CE.4: This Plan supports the conversion of redundant farm buildings for small business use, provided that adequate arrangements are made for traffic, noise reduction, waste disposal, surface water drainage and sewage.

Any planning application for the reuse or redevelopment of buildings will be accompanied by a bat survey and appropriate mitigation provided where necessary having regard to Wiltshire Council's Habitats Regulations Assessment guidance document for the Bath and Bradford on Avon Bats Special Area of Conservation.

Commercial and Economic Tasks

Task CE.1: HPC will pursue business-related projects as follows:

- a) explore the possibility of offering preference or incentives to existing Holt-based businesses in any new developments, especially those that may be displaced by such development; and
- b) optimise the number of residents being employed within the village to maintain a sustainable community and limit the commuting both into and out of the village by, for example, having a jobs page in the magazine and on the website, a noticeboard outside the village hall (also for job seekers) and supporting business networking events.

Task CE.2: This Plan supports investigation into the possibility of further commercial development on the old Holt railway station site.



Village Green Garage



Box Steam Brewery

Key supporting evidence

Dec 2009	Love It Hate It Results
Sept 2011	Report on Tannery Questionnaire
June 2012	Public Meeting Report
May 2012	Holt Transport Workshop Report v1
July 2012	Recommendations to Holt PC
Jan 2013	Holt Neighbourhood Plan Initial Scoping Report
Mar 2013	Traffic Business Questionnaire
May 2014	Consultation Board Commercial
July 2014	Commercial Feedback
Oct 2014	Commercial feedback response
Oct 2014	Bat Survey Report, Engain
Dec 2014	Plan Draft 2 v.3

Relevant policies from the Wiltshire Core Strategy relied on for this section

Core Policy (CP)

CP 1	Para 4.15 re large villages having housing and employment opportunities within their boundaries. Thriving economies with additional employment land. Para 6.6 – range of job types and unit sizes – general business <185 sq m – industrial < 400 sq m Para 6.7 – shared business infrastructure
CP 3	Infrastructure requirements – superfast broadband
CP 35	Retain existing employment land
CP 36	Regenerate brownfield sites
CP 50	Biodiversity and Geodiversity

Section 4: Environment, Energy and Green Spaces

Background and rationale

4.1 Environment

Holt is a thriving village with a population of 1,757 with 736 households within a parish which covers a total area of about 784 hectares. The village is surrounded by agricultural land with some pedestrian access and is close to the river Avon and the Kennet and Avon Canal. There is access to the river but no riverside walk. A proportion of the village is in a conservation area (see map on p.14) and 54 individual buildings and structures are listed – see Section 1. Overall, the built environment of the village is attractive and should be improved and preserved.

The traffic issues caused by the busy B3107 road and the car parking problems in the village have been noted in Section 2 above. Both these impact negatively on the overall environment of the village. The village is close to the Wiltshire cycle network but there are no official cycle ways that avoid busy roads.

Within the village, the large brownfield site that is the old Beaven's Tannery is currently under active redevelopment – see Sections 1 and 3. Given its industrial past, there is concern about contamination within the Tannery site and beyond, in an area known as the Pits, situated at the end of The Midlands, behind Hawcroft. Current plans for redevelopment include a full environmental assessment.

Specific sites within the village have also been affected by localised flooding caused by a variety of factors such as blocked or inadequate drainage, overflowing brooks, unfavourable gradients for surface water and (in 2012, 2013 and 2014) the sheer volume of rain water. Some flood attenuation work has been undertaken by the owner of the Glove Factory, which appears to have helped the situation here, but there are other areas of the village which remain vulnerable.



Floods in The Midlands in 2008

4.2 Energy

The Wiltshire Core Strategy (Core Policy 41 and supporting text) states that any new development should contribute towards sustainable construction and stand-alone renewable energy installations will be encouraged.

It is noticeable that increasing numbers of houses are installing PV panels on roofs. There are, as yet, no larger scale renewable energy systems within Holt. A planning application for a solar panel farm at the southern end of the parish (near the sewage works) has been approved. Additional applications have been submitted.



Solar panels in Holt

The 2011 survey asked villagers about the sustainable energy measures they would like to see in any new development. Energy efficient housing came top with an 89.7% positive response, followed by solar panels with 76.4%. There was considerably less support for measures such as a combined heat and power plant (34.2%) and wind turbines (27.3%), which may not in any case be economic or practicable. Better facilities for recycling (which indirectly support energy efficiency) were also strongly supported.

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Many of the assets and land of community value are already owned or controlled by local charities, trusts or HPC and all should be protected under The Assets of Community Value (England) Regulations 2012.

There is a network of footpaths from Holt into the surrounding fields, including pleasant walks to Chalfield Manor to the north of the village. Two additional rights of way have been registered after a legal process culminating in a public hearing in 2014. Maintaining and improving these is a high priority.



Footpath from The Star to Withy Walk



Footpath from Holt to Staverton

As noted above in Section 1, there have been a significant number of new houses built either on the sites of older houses which have been demolished, or by sub-dividing gardens. This piecemeal development has led to the loss of green spaces and increased density of housing and is another cause of some concern.

Although many of the houses within the village have adequate gardens, there has been a longstanding wish from some residents for allotments to be established. In the 2011 survey 25% of respondents said they would use this amenity. Various attempts have been made to achieve this but none has succeeded.

Vision

A village with an enhanced environment, protected green spaces and a commitment to developing appropriate renewable energy.

Objectives, Policies And Tasks

Environment Objective E.1

Ensure any significant new development is well-designed, sustainable and reinforces Holt's village character and delivers maximum positive outcomes for the environment.

Policy E.1: Proposals for new development will be supported provided they:

- create open green spaces and safe play areas, where appropriate
- preserve and/or replace existing trees and hedges as far as possible
- plant new trees on green spaces and play areas, where appropriate
- create cycleways and pedestrian friendly routes, where appropriate and
- support green energy.

Environment Objective E.2

Ensure any proposed substantial new development includes an analysis of its effects on the village infrastructure and offers appropriate solutions.

Policy E.2: Proposals for new development will be supported provided they satisfactorily address their impact on energy and water supply, drainage, waste disposal, traffic and transport routes and the school.

Environment Objective E.3

Work with Wiltshire Council, Wessex Water, Highways Agency and the Environment Agency to introduce measures to prevent or reduce future flooding.

Environment Task E.3

- a) Identify and publish the responsibilities of landowners and public bodies to maintain drainage and local watercourses;
- b) Appoint flood wardens to monitor and notify potential flood risks (blocked drains and the like); and
- c) Ensure routine maintenance to drains and gullies is carried out by WC and Wessex Water as appropriate.

Energy Objective EN.1

Encourage appropriate renewable energy installations.

Policy EN.1: The installation of renewable energy projects and energy efficiency measures on existing housing stock will be supported, provided they do not adversely impact on the character or appearance of the built environment within the village.

Policy EN.2: Proposals for renewable and low carbon energy generation will be supported provided that they have an acceptable visual impact on the immediate locality and the wider area and have an acceptable effect on the living conditions of nearby residents, or that any other harmful impact can be satisfactorily mitigated.

Green Spaces Objective GS.1

Protect and improve rural footpaths and improve access to farmland and rural walks.

Green Spaces Task GS.1

- a) Develop measures and/or agreements that will ensure unhindered access across existing public rights of way; encourage landowners to remove unnecessary/illegal barbed wire fencing from public rights of way; encourage landowners to ensure footpaths and stiles are accessible to dog walkers and disabled users; encourage landowners to waymark and signpost footpaths.

SECTION 4: ENVIRONMENT, ENERGY AND GREEN SPACES

- b) Campaign to establish new rights of way; seek to establish a recognised and accessible riverside walk alongside the river Avon; research the possibility of providing more safe walking routes out of the village to neighbouring communities; research the possibility of providing more bridleways.
- c) The River Avon is an important commuting route for bats linked to the Bath and Bradford on Avon Special Area of Conservation and a County Wildlife Site. The riverside walk will therefore be sensitively designed to ensure bats can continue to use the river corridor and to minimise impact on the County Wildlife Site. The Council Ecologist will be contacted for advice as an ecological survey may be necessary to inform appropriate mitigation, having regard to Wiltshire Council's Habitats Regulations Assessment guidance document for the Bath and Bradford on Avon Special Area of Conservation and Core Policy 50 of the Wiltshire Core Strategy.

Green Spaces Objective GS.2

Use potential 'planning gain' monies to secure, maintain and improve the open green spaces in and around the village.

Green Spaces Task GS.2

- a) HPC will survey and register all existing green spaces with public access within the Plan area;
- b) identify new areas suitable for adoption or designation as green spaces under The Assets of Community Value (England) Regulations 2012;
- c) identify open spaces suitable for new or additional, appropriate tree planting;
- d) develop costed design and planting proposals for existing and potential sites where necessary, particularly to include the Dawes Pond area and village 'gateways';
- e) consult with residents to identify priorities; and
- f) obtain necessary permissions and funding.

Green Spaces Objective GS.3

Encourage the development of allotments.

Green Spaces Task GS.3

- a) Establish the scale of support and number of residents who would use allotments;
- b) identify suitable land for allotments, engage and negotiate with landowners;
- c) obtain necessary permissions and funding; and
- d) establish an Allotment Users Association to develop and run the allotments.

Key supporting evidence

Dec 2009	Love It Hate It Results
Sept 2011	Report on Tannery Questionnaire
Feb 2012	Holt Wish List Results
July 2012	Recommendations to Holt PC
Aug 2012	Local Focus Groups Feedback
Jan 2013	Holt Neighbourhood Plan Initial Scoping Report
May 2014	Plan draft 1.5
May 2014	Consultation Board Environment
July 2014	Energy Feedback
July 2014	Environment Feedback
July 2014	Green Spaces Feedback
Oct 2014	Energy Feedback Response
Oct 2014	Environment Feedback Response
Oct 2014	Green Spaces Feedback Response

Relevant policies from the Wiltshire Core Strategy relied upon for this section

Core Policy (CP)

CP 41	Sustainable construction and low-carbon energy
CP 42	Standalone renewable energy installations
CP 51	Landscape protection, conservation and enhancement
CP 52	Green infrastructure – retain and enhance existing green spaces

Section 5: Community Amenities

Background and Rationale

5.1 Physical amenities

It is very clear from the surveys that have been undertaken, and from the experience of living in the village, that one of the key aspects of village life most valued is the strong sense of community that Holt provides. In the survey conducted in 2011 60% of respondents said they did not want the village atmosphere to change. Much of what creates this positive atmosphere may be intangible, but there are many identifiable physical facilities and resources that contribute to this.



United Reformed Church

St. Katharine's Church



These include:

- Four community venues – the Village Hall, the URC Hall, Church House (or its replacement) and the Bowls Club;
- Two churches - St Katharine's Church and the United Reformed Church;
- Educational facilities - Holt Primary School, Holt Pre-School and Holt Tiny Tots;
- Shopping facilities - Holt Superstore (which includes the Post Office), vegetable and gift shops;
- Public houses and cafés – the Old Ham Tree, the Tollgate Inn, the Glove Factory café, the Rose Garden tea room at The Courts;

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- Sports and recreation facilities – the recreation ground with pavilion, football pitch, tennis and netball courts, children’s playground, Bowls Club, exercise studio;
- Sheltered, retirement and care homes – Firlawn Nursing Home, The Elms, Phoenix House and Maulton Close; and
- Gardens and green spaces – the NT Courts Garden (to which villagers get free entrance), the village greens, the countryside and footpaths in and around the village.

Many of the assets and land of community value are already owned or controlled by local charities, trusts or the Parish Council. Others should be protected under The Assets of Community Value (England) Regulations 2012. If an asset on the list comes up for sale, these regulations give communities six months to put together a bid to buy it. This improves the probability of communities saving important local facilities.



Holt Village Hall



The Courts

5.2 Community clubs, societies and activities

It is easy to gauge the importance of these physical facilities by looking at a snapshot of the social activities they support.

- Community venues – two luncheon clubs, WI, bridge club, flower club, plant sale, dramatic society, community choir, yoga, Pilates, karate, Tai Chi, Zumba, ballroom dancing, annual fruit, vegetable and handicraft show;
- Churches – communal worship, bellringers, coffee mornings, fellowship meetings, outreach events;

SECTION 5: COMMUNITY AMENITIES

- Sports – football and netball clubs, tennis coaching and tournaments, Bowls Club, Boules;
- Youth groups – youth club, Brownies, Beavers, Cubs, Scouts and Explorers, Junior Church and Sky 1, Wiltshire Warriors BMX;
- Several book groups;
- Pub quiz teams; and
- Plus many other activities and social groups that are not linked with a specific venue such as the Holt Morris, the British Legion, Holt Walkers, Holt Community Bus and Holt Magazine.

The Holt Village Guide published in 2014 listed around 30 village clubs and voluntary organisations. Although, in comparison with many other similar villages, Holt is already well-provided with community amenities, there could be a better geographical balance, there is very little at the eastern end. Recent surveys have highlighted some additional facilities or improvements that would contribute to village life. HPC has agreed that part of any monies arising from the Community Infrastructure Levy and New Homes Bonus from new developments should be devoted to improvements to the environment and leisure facilities of the village.



Holt V.C. Primary School sign



Children's play area

Vision

A village with a strong sense of community supported by good local resources and facilities which should be protected and improved by the creation of additional facilities such as cycleways, and leisure and sporting opportunities for older children.

Objectives and Tasks

Community Amenities Objective CA.1

Identify existing assets which should be protected under The Assets of Community Value (England) Regulations 2012.

Community Amenities Task CA.1

Identify and register those assets to ensure their retention and protection in future. These would include:

- The Village Hall
- The Tollgate
- The Old Ham Tree
- St Katharine's Church
- Church House meeting room (or its replacement)
- The URC Church and Meeting Hall
- Holt School and Pre-school
- The Courts Garden and tea room
- The Village Shop and Post Office
- Glove Factory café

Community Amenities Objective CA.2

Work with the community to prioritise spending on new community facilities.

Community Amenities Task CA.2

Establish priorities which could include:

- Additional facilities for young people, such as a meeting place or skate park
- Allotments – see Section 4
- Improvements to update the sports pavilion
- A new Village Hall/community centre

Disused and underused buildings within the village and surrounding area could become occupied by roosting bats, therefore applications for demolition and reuse or redevelopment of such buildings should be accompanied by a bat survey and appropriate mitigation provided where necessary, having regard to Wiltshire Council's Habitats Regulations Assessment guidance document for the Bath and Bradford on Avon Special Area of Conservation.

Key supporting evidence

Dec 2009	Love It Hate It Results
Sept 2011	Report on Tannery Questionnaire
Feb 2012	Holt Wish List Results
June 2012	Public Meeting Report
July 2012	What's Missing, What do you Want
July 2012	Recommendations to Holt PC
Nov 2012	Scoping Study Draft 2
Jan 2014	Plan Draft 1.2
May 2014	Consultation Board Amenities
July 2014	Community Amenities Feedback
Oct 2014	Community Amenities feedback response

Relevant policies from the Wiltshire Core Strategy relied upon for this section

Core Policy (CP)

CP 39	Support tourist development
CP 48	Support rural life
CP 49	Protect shops and pubs
CP 58	Conservation of historic environment – listed structures

Appendices

Appendix 1: What We Learnt During the Development and Consultation Process

Over the six year development process of this Plan, there have been a large number of different public events, consultations, ways of gathering ideas and feedback – all of which have fed into and informed the final Plan. This is a very brief summary of that process. All the documents listed below are available on <http://holtparishcouncil.gov.uk/>

Date	Event	Documents	What We Learnt
June 2009	Parish Plan public meeting		
Dec 2009	'Love it/Hate it' questionnaire circulated to over 600 households, Year 6 at the School, and the Youth Club. 200+ completed questionnaires analysed.	Dec 2009 Love It Hate It Results	<p><u>Top 3 Loves</u></p> <ol style="list-style-type: none"> 1. Sense of community 2. Village facilities - shop, post office and pubs 3. Access to the countryside <p><u>Top 3 Hates</u></p> <ol style="list-style-type: none"> 1. Volume of traffic 2. Speed of traffic 3. Volume of HGVs <p><u>Top 3 Priorities</u></p> <ol style="list-style-type: none"> 1. Measures to tackle traffic 2. Improved pavements and cycle paths 3. Facilities for young people
Nov 2010 – Feb 2011	Tannery development plans start to emerge and survey planned	Feb 2011 Holt Magazine Questionnaire Piece	
Mar 2011	Two copies of a questionnaire delivered to 711 households	Mar 2011 Tannery Questionnaire Letter Mar 2011 Tannery Questionnaire	
Sept 2011	Report published and circulated to village	June 2011 Holt Magazine Tannery July 2011 Tannery Questionnaire comments 1 July 2011 Tannery Questionnaire comments 2 July 2011 Tannery Questionnaire comments 3 July 2011 Tannery Questionnaire comments 4 Sept 2011 Report on Tannery Questionnaire	<p>See the full report; key findings were:</p> <ol style="list-style-type: none"> 1. Priority is to preserve the current character and spirit of the village 2. Broadly supportive of redevelopment 3. Mixed residential/industrial development 4. Good design important 5. Adequate parking for both residential and industrial 6. Concern over traffic impact
End 2011	HPC decide Holt should produce a Neighbourhood Plan (NP)		

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Jan– May 2012	HNPSG meets	Feb 2012 Wish List Letter Feb 2012 Holt Wish List Results Feb 2012 Wish List Questionnaire	Asked about priorities for spending any planning gain monies. Over 40 specific suggestions made, in 5 broad categories: <ul style="list-style-type: none"> • Roads/paths/parking • Young people • Recreation & sport • Environment • Communications
Mar 2012	WC Housing Needs Survey	Mar 2012 WC Housing Needs Survey	
May 2012	Public meeting to launch the NP	June 2012 Public Meeting Report	An opportunity for the SG to outline the aims and processes involved in developing a NP. About 50 people attended.
May 2012	Traffic Workshop involving HPC, HNPSG, Tannery developers, consultants	Mar 2012 Compendium of Traffic Issues Mar 2012 Holt Traffic & Wilts Strategic View May 2012 Buchanan Map for Village May 2012 Traffic Workshop Background May 2012 Holt Transport Workshop Report v1	A whole day workshop attended by the PC, Tannery developers and other stakeholders inc. businesses and the school. Report prepared by SKM Colin Buchanan. Focussed on current traffic problems, how these might be exacerbated by the Tannery development and how CIL money could be used to alleviate some of the issues.
June 2012	Presentation of initial plans for Tannery site from developers		
20 July 2012	Public meeting to discuss Tannery plans; main meeting broke into focus groups for more detailed comments. Total attendance 122; 95 feedback forms completed	July 2012 Focus Group Feedback July 2012 What's Missing, What do you Want? July 2012 Concerns from Holt PC July 2012 Strengths from Holt PC July 2012 Recommendations to Holt PC	<p><u>Concerns</u></p> <ol style="list-style-type: none"> 1. Traffic and parking 2. Scale, viability and impact on village facilities 3. Environmental impact <p><u>Strengths</u></p> <ol style="list-style-type: none"> 1. Bringing derelict site back into use 2. Creating jobs with commercial/residential mix 3. CIL could bring specific community benefits
July 2012	HNPSG release 1st draft of Scoping Study	July 2012 Scoping Study Draft 1	
July– Sept 2012	Locality-based focus groups meet	July 2012 Focus Groups Briefing July 2012 Scoping Study Focus Groups July 2012 Scoping Study Feedback Form Aug 2012 Local Focus Groups Feedback	Small numbers responded so not statistically representative but re-iterated main concerns: <ul style="list-style-type: none"> • Preserve village community • Impact of traffic and parking • Scale of development
Oct- Nov 2012	HNPSG release 2nd draft of Scoping Study	Oct 2012 Freight Assessment Paper Nov 2012 Scoping Study Draft 2	Confirms village concern about level of HGVs. “The assessment process has concluded that the B3107 through Holt is Wiltshire’s top priority for freight management in 2012/13.”

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Feb 2013	Formal application to proceed with development of a NP is submitted to WC	Jan 2013 Holt Neighbourhood Plan Initial Scoping Report Jan 2013 Holt Parish Council formal application to proceed with a NP	
May 2013	End of 6 week consultation period and formal designation given	May 2013 Final Area Designation Decision Report	
Mar–Dec 2013	Work on turning the Scoping study into a NP continues	Mar 2013 Traffic Business Questionnaire	An informal survey of businesses on the Midlands Trading Estate to assess their views on parking and traffic issues.
Jan 2014	Draft 1.2 of the HNP circulated to HPC, HNPSG, Holt Tannery Liaison Committee, and other interested parties	Jan 2014 Plan Draft 1.2	
Jan–Apr 2014	Work to refine draft in light of feedback		
14 April 2014	Grant from Community Development Foundation to fund printing and consultation	April 2014 Consultation Timetable	
May 2014	Printed copies of HNP Draft 1.5 for public consultation circulated to all households and posted on website	May 2014 Letter to Neighbouring Parishes May 2014 Plan Draft 1.5	
31 May 2014	Whole day consultation in Village Hall. Over 80 people attended and most completed feedback forms.	May 2014 Consultation Day 1 (pic) May 2014 Consultation Board Vision May 2014 Consultation Board Housing May 2014 Consultation Board Traffic May 2014 Consultation Board Commercial May 2014 Consultation Board Environment May 2014 Consultation Board Amenities	Key issues were: <ul style="list-style-type: none"> • Traffic, especially some of the details which will always be contested as a solution to one issue may cause a problem elsewhere. • The possibility of re-opening Holt railway station. • Housing - the mix, style and density of any new developments. • The suggestion of a new Village Hall/ community centre. • There was also a well-organised campaign for a skate park.
7 June 2014	Consultation at village Music Festival	June 2014 Letter to Accompany Feedback Forms June 2014 Consultation Music Festival 1 (pic) June 2014 Consultation Music Festival 2 (pic) June 2014 Consultation Music Festival 2 (pic)	Spoke to many more people at this event, including more young people. Some completed forms on the spot, others took them away to complete later.
30 June 2014	Close of consultation on HNP Draft 1.5	June 2014 Housing Needs Update	Concrete figure on the need for affordable housing from people within Holt and with a close connection to the village.

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July- Oct 2014	Collation of feedback	<p>July 2014 Commercial Feedback</p> <p>July 2014 Community Amenities Feedback</p> <p>July 2014 Energy Feedback</p> <p>July 2014 Environment Feedback</p> <p>July 2014 Green Spaces Feedback</p> <p>July 2014 Housing Feedback</p> <p>July 2014 Objectives Feedback</p> <p>July 2014 Other Transport Feedback</p> <p>July 2014 Parking Feedback</p> <p>July 2014 Traffic Feedback</p> <p>July 2014 Vision Feedback</p>	<p>There was strong support for all of the proposals included in the draft – see summaries of individual topics for the detail. Many useful comments and suggestions on details.</p>
Oct 2014	HNPSG considers responses to feedback	<p>Oct 2014 Commercial feedback response</p> <p>Oct 2014 Community Amenities feedback response</p> <p>Oct 2014 Energy feedback response</p> <p>Oct 2014 Environment feedback response</p> <p>Oct 2014 Green Spaces feedback response</p> <p>Oct 2014 Housing feedback response</p> <p>Oct 2014 Objectives feedback response</p> <p>Oct 2014 Other transport feedback response</p> <p>Oct 2014 Parking feedback response</p> <p>Oct 2014 Traffic feedback response</p> <p>Oct 2014 Vision feedback response</p>	<p>The Steering Group considered all the feedback and whether to amend the draft Plan in the light of this. Full results were published on the village website. Key changes were:</p> <ul style="list-style-type: none"> • Higher priority for facilities for youth • More detail on preserving and improving the environment • Clarify policies on infill and affordable housing <p>The other significant influence at this stage was the emerging clarification from government on developing NPs e.g. the distinction between Policies and Tasks/Projects. The major re-draft was intended to reflect this.</p>
Nov- Dec 2014	HNPSG amends HNP in light of feedback to create Draft 2	Dec 2014 Plan Draft 2 v.3	
Nov 2014	Second grant from Community Development Foundation to fund expert advice		
27 Nov 2014	Revised plans for Tannery site are presented by developers		
Dec 2014	Planning consultants are invited to bid for work	Dec 2014 Letter to Planning Consultants	Identified area on which we wanted feedback
Dec 2014	Stuart Todd consultants are appointed to advise on HNP Draft 2		
Mar 2015	Stuart Todd reports	<p>Mar 2015 Holt Draft Neighbourhood Plan Review Report</p> <p>Mar 2015 Holt Review Report Appendices</p>	Revised Draft in light of feedback focussing on making the development process more explicit and linking in to WC Strategy.
Apr 2015	Draft 3.2 of HNP is posted on website	Apr 2015 HNP Draft 3v2	

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Apr 2015	Response from WC on Strategic Environmental Assessment	Apr 2015 SEA Screening Decision - Holt NP Final	WC confirm full SEA not required
July 2015	Final Draft of HNP is posted with Basic Conditions Statement and Consultation Statement	July 2015 Holt Neighbourhood Plan Final Draft July 2015 Holt NDP Basic Conditions Statement July 2015 Holt NDP Consultation Statement	
Aug 2015	Final Draft of HNP is submitted to Wiltshire Council	Aug 2015 Holt NP Basic Conditions Statement final Aug 2015 Holt NP Consultation Appendix 1 Aug 2015 Holt NP Consultation Appendix 2 Aug 2015 Holt NP Consultation Summary Statement Aug 2015 Holt NP Regulation 14 Consultation Aug 2015 Holt NP Submission Checklist	
Nov 2015	Regulation 16 Consultation comments	Nov 2015 Reg 16 David Glasson Planning Limited (appendix) Nov 2015 Reg 16 David Glasson Planning Limited Nov 2015 Reg 16 Gladman Developments Limited (appendix) Nov 2015 Reg 16 Gladman Developments Limited	Final chance for comments on the draft
Jan 2016	Regulation 16 comments from Wiltshire Council	Jan 2016 Wiltshire Council Comments Holt Draft Neighbourhood Plan Jan 2016_FINAL	
Apr 2016	External Examiner is appointed	April 2016 HNP Analysis of WC comments April 2016 HNP Letter to Planning Inspector	HNPSG respond to Examiner about comments on the Final draft
June 2016	Examiner's Report on Final Draft is published	June 2016 Examiner's Letter June 2016 Examiner's Report on Holt NP Final Draft	
Sept 2016	WC issues its Decision Statement on the Plan	Sept 2016 WC Decision Statement (letter) Sept 2016 WC Decision Statement Sept 2016 Decision Statement (Appendix 1)	
Oct 2016	Final agreed version of the Plan is submitted to WC	Oct 2016 Holt Neighbourhood Plan 2016-2026	
Nov 2016	Referendum on 24th Nov		Village votes

APPENDICES

Appendix 2: Index to the Audit Trail for The Holt Neighbourhood Plan Development and Consultation Process

All documents are available on <http://holtparishcouncil.gov.uk/>

Date	Event	Document title
June 2009	Parish Plan public meeting	
Dec 2009	'Love it/Hate it' questionnaire circulated to over 600 households, Year 6 at the School, and the Youth Club. 55 completed questionnaires analysed.	Dec 2009 Love It Hate It Results
Nov 2010 – Feb 2011	Tannery development plans start to emerge and survey planned	Feb 2011 Holt Magazine Questionnaire Piece
Mar 2011	Two copies of a questionnaire delivered to 711 households	Mar 2011 Tannery Questionnaire Letter Mar 2011 Tannery Questionnaire
Sept 2011	Report published and circulated to village	June 2011 Holt Mag Tannery July 2011 Tannery Questionnaire comments 1 July 2011 Tannery Questionnaire comments 2 July 2011 Tannery Questionnaire comments 3 July 2011 Tannery Questionnaire comments 4 Sept 2011 Report on Tannery Questionnaire
End 2011	Holt PC decide Holt should produce a Neighbourhood Plan	
Jan–May 2012	HNPSG meets	Feb 2012 Wish List Letter Feb 2012 Holt Wish List Results Feb 2012 Wish List Questionnaire
Mar 2012	WC Housing Needs Survey	Mar 2012 WC Housing Needs Survey
May 2012	Public meeting to launch the NP	June 2012 Public Meeting Report
May 2012	Traffic Workshop involving PC, HNPSG, Tannery developers, consultants	Mar 2012 Compendium of Traffic Issues Mar 2012 Holt Traffic & Wilts Strategic View May 2012 Buchanan Map for Village May 2012 Traffic Workshop Background May 2012 Holt Transport Workshop Report v1
June 2012	Presentation of initial plans for Tannery site from developers	
20 July 2012	Public meeting to discuss Tannery plans Total attendance 122; 95 feedback forms completed	July 2012 Focus Group Feedback July 2012 What's Missing, What do you Want July 2012 Concerns from Holt PC July 2012 Strengths from Holt PC July 2012 Recommendations to Holt PC
July 2012	HNPSG release 1st draft of Scoping Study	July 2012 Scoping Study Draft 1
July–Sept 2012	Locality-based focus groups meet	July 2012 Focus Groups Briefing July 2012 Scoping Study Focus Groups July Scoping Study Feedback Form Aug 2012 Local Focus Groups Feedback

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Oct-Nov 2012	HNPSG release 2nd draft of Scoping Study	Oct 2012 Freight Assessment Paper Nov 2012 Scoping Study Draft 2
Feb 2013	Formal application to proceed with development of a HNP is submitted to WC	Jan 2013 HNP Initial Scoping Report Jan 2013 Holt PC formal application to proceed with a NP
May 2013	End of six week consultation period and formal designation given	May 2013 Final Area Designation Decision Report
Mar-Dec 2013	Work on turning the Scoping study into a HNP continues	Mar 2013 Traffic Business Questionnaire
Jan 2014	Draft 1.2 of the HNP circulated to Holt PC, HNPSG, Holt Tannery Liaison Committee, and other interested parties	Jan 2014 Plan Draft 1.2
Jan-Apr 2014	Work to refine draft in light of Feedback	
14 April	Grant from Community Development Foundation to fund printing and consultation	April 2014 Consultation Timetable
May 2014	Printed copies of HNP Draft 1.5 for public consultation circulated to all households and posted on website	May 2014 Letter to Neighbouring Parishes May 2014 Plan Draft 1.5
31 May 2014	Whole day consultation in Village Hall	May 2014 Consultation Day 1 (pic) May 2014 Consultation Board Vision May 2014 Consultation Board Housing May 2014 Consultation Board Traffic May 2014 Consultation Board Commercial May 2014 Consultation Board Environment May 2014 Consultation Board Amenities
7 June 2014	Consultation at village Music Festival	June 2014 Letter to Accompany Feedback Forms June 2014 Consultation Music Festival 1 (pic) June 2014 Consultation Music Festival 2 (pic) June 2014 Consultation Music Festival 2 (pic)
30 June 2014	Close of consultation on HNP Draft 1.5	June 2014 Housing Needs Update
July-Oct 2014	Collation of feedback	July 2014 Commercial Feedback July 2014 Community Amenities Feedback July 2014 Energy Feedback July 2014 Environment Feedback July 2014 Green Spaces Feedback July 2014 Housing Feedback July 2014 Objectives Feedback July 2014 Other Transport Feedback July 2014 Parking Feedback July 2014 Traffic Feedback July 2014 Vision Feedback

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Oct 2014	HNPSG considers response to feedback	Oct 2014 Commercial feedback response Oct 2014 Community Amenities feedback response Oct 2014 Energy feedback response Oct 2014 Environment feedback response Oct 2014 Green Spaces feedback response Oct 2014 Housing feedback response Oct 2014 Objectives feedback response Oct 2014 Other transport feedback response Oct 2014 Parking feedback responses Oct 2014 Traffic feedback response Oct 2014 Vision feedback response
Nov-Dec 2014	HNPSG amends HNP in light of feedback to create Draft 2	Dec 2014 Plan Draft 2 v.3
Nov 2014	Second grant from Community Development Foundation to fund expert advice and further consultation with village	
27 Nov 2014	Revised plans for Tannery site are presented by developers	
Dec 2014	Planning consultants are invited to bid for work	Dec 2014 Letter to Planning Consultants
Dec 2014	Stuart Todd consultants are appointed to advise on HNP Draft 2	
Mar 2015	Stuart Todd reports	Mar 2015 Draft HNP Review Report Mar 2015 Holt Review Report Appendices
Apr 2015	Draft 3.2 of HNP is posted on website	Apr 2015 HNP Draft 3v2
Apr 2015	Response from WC on Strategic Environmental Assessment	Apr 2015 SEA Screening Decision - Holt NP Final
July 2015	Final Draft of HNP is posted Basic Conditions Statement posted Consultation Statement posted	July 2015 Holt Neighbourhood Plan Final Draft July 2015 Holt NDP Basic Conditions Statement July 2015 Holt NDP Consultation Statement
Aug 2015	Final Draft of HNP is submitted to Wiltshire Council	Aug 2015 Holt NP Basic Conditions Statement final Aug 2015 Holt NP Consultation Appendix 1 Aug 2015 Holt NP Consultation Appendix 2 Aug 2015 Holt NP Consultation Summary Statement Aug 2015 Holt NP Regulation 14 Consultation Aug 2015 Holt NP Submission Checklist
Nov 2015	Regulation 16 Consultation comments	Nov 2015 Reg 16 David Glasson Planning Limited (appendix) Nov 2015 Reg 16 David Glasson Planning Limited Nov 2015 Reg 16 Gladman Developments Limited (appendix) Nov 2015 Reg 16 Gladman Developments Limited
Jan 2016	Regulation 16 comments from Wiltshire Council	Jan 2016 Wiltshire Council Comments Holt Draft Neighbourhood Plan Jan 2016_FINAL
Apr 2016	HNP comments on Wiltshire Council's response HNP letter to the Planning Inspector	April 2016 HNP Analysis of WC comments April 2016 HNP Letter to Planning Inspector

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June 2016	Examiner's Letter Examiner's Report on Final Draft	June 2016 Examiner's Letter June 2016 Examiner's Report on Holt NP Final Draft
Sept 2016	WC Decision Statement (letter) WC Decision Statement WC Decision Statement (Appendix 1)	Sept 2016 WC Decision Statement (letter) Sept 2016 WC Decision Statement Sept 2016 Decision Statement (Appendix 1)
Oct 2016	Holt Neighbourhood Plan 2016-2026	Oct 2016 Holt Neighbourhood Plan 2016-2026

Appendix 3: Holt Neighbourhood Plan Steering Group and Other Key Contributors

A great many people within, and beyond, the village have contributed to the various drafts of the plan, undertaken consultation, analysed results and worked in many other ways over the years this plan has been evolving. This is by no means an exhaustive list and apologies to anyone who has been left off.

Jennie Beale (Clerk, Holt PC)
Ian Bolden (SG)
Bob Chequer (SG)
Tina Davies (Chair)
Fiona Drysdale (SG)
Chris Flannery (SG)
John Fry (Finance)
Richard Goodman (Finance)
Jane Grant (Holt PC)
Pete Gunn (SG)
Peter Lewis (expert help with questionnaires)
Martin Moyes (SG)
Heather Morris (Chair)
John Palmer (previous Chair Holt PC)
Andrew Pearce (Holt PC)
Chris Seller (SG)
Steve Siddall (Holt PC)
Becky Stevens (Holt PC)
Judy Vincent (SG)
Geoff Winslow (WC Planning Dept)

We are also grateful to:

The grants awarded by the Supporting Communities in Neighbourhood Planning Programme, led by Locality in association with RTPI/Planning Aid England, CDF and partners, available through the My Community Rights website.
Advice throughout the process from the experts at Locality.
Stuart Todd Associates who reviewed the Second Draft for us.

Appendix 4: Holt Neighbourhood Plan Governance

Terms of Reference for the Steering Group

1. Purpose

- The job of the Steering Group is to manage the production of a Neighbourhood Plan within the terms of the Localism Act 2011 for the parish of Holt in Wiltshire.

2. Accountability

- The Steering Group will make regular progress reports to the Parish Council.
- The draft Neighbourhood Plan will be submitted to the Parish Council for approval before onward transmission to Wiltshire Council and subsequent official consultation.
- The Steering Group will undertake consultation events with people and organisations in the village during the production of the Plan as they deem appropriate.

3. Geographical Area

- As already agreed by Wiltshire Council, the Neighbourhood Plan will cover the civil parish of Holt.

4. Objectives

- To build on the Scoping Study already approved by Wiltshire Council to produce a Neighbourhood Plan for the future of Holt, which reflects the aspirations of the residents of the parish, and accords with the policies expressed in the developing Wiltshire Core Strategy.
- To engage the local community as both individuals and in groups, whether locality or interest-based, in debate about the key local economic, social and environmental issues.
- To record the process and participants thereof by which the Neighbourhood Plan is produced, to ensure it is based upon sound and objective evidence.

5. Method of Working

- The Chair will produce an agenda for each meeting of the steering group and make notes recording decisions reached.
- The Steering Group and its members will undertake consultation and discussion with individual stakeholders and groups as appropriate.
- The Steering Group may set up subgroups to examine particular topics, who will report back to the group.
- The group will endeavour to work by consensus. Disagreements will be referred to the Parish Council for resolution.

6. Membership

- The Steering Group will consist of individual volunteer residents of the village and two ex officio parish councillors.

Design and layout: Jane Stephenson Ingram

Photos: Mike Jordan and Martin Moyes

Maps: Steve Siddall; Crown copyright; all maps are indicative not definitive

Proofreading: Tina Davies

Printing: Avon Printing Services Ltd., Melksham

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