Statement of Consultation

Crofton Neighbourhood Area Application

On 8 July 2013 under regulation 5 of the Neighbourhood Planning (General) Regulations 2012 Crofton Parish Council submitted an application to Wakefield Council for the designation of a neighbourhood area.

Regulation 5 – Application for designation of a neighbourhood area

Regulation 5 of the Neighbourhood Planning (General) Regulations 2012 states:

5. (1) Where a relevant body submits an area application to the local planning authority it must include—

   (a) a map which identifies the area to which the area application relates;

   (b) a statement explaining why this area is considered appropriate to be designated as a neighbourhood area; and

   (c) a statement that the organisation or body making the area application is a relevant body for the purposes of section 61G of the 1990 Act.

   (2) A local planning authority may decline to consider an area application if the relevant body has already made an area application and a decision has not yet been made on that application.

Appendix 1 contains a copy of the submitted application letter and proposed boundary plan. In accordance with section 1 of regulation 5, the application contains all the information prescribed. Crofton Parish Council has not previously made an application where a decision is still pending.

Regulation 6 – Publicising an area application

Consultation on previous Local Development Framework (LDF) documents has been carried out in accordance with the Council’s adopted Statement of Community Involvement (SCI), however, the SCI does not cover neighbourhood planning as it is not a development plan document. Instead, the Neighbourhood Planning (General) Regulations 2012 set out the consultation requirements for neighbourhood planning.

Regulation 6 prescribes how the Council must publicise an area application:

6. As soon as possible after receiving an area application from a relevant body, a local planning authority must publicise the following on their website and in such other manner as they consider is likely to bring the area application to the attention of people who live, work or carry on business in the area to which the area application relates—

   (a) a copy of the area application;

   (b) details of how to make representations; and
(c) the date by which those representations must be received, being not less than 6 weeks from the date on which the area application is first publicised.

At this stage the Council was only required to bring the application to the attention of people who live, work or carry on business in the area to which the application relates. At a later stage, regulation 14, relates to the consultation of the draft neighbourhood plan and requires specific consultation of bodies referred to in Schedule 1 of the Regulations whose interests may be affected by the proposals of the neighbourhood plan.

As the Council has a commitment to carry out effective engagement with all relevant citizens, the application was also publicised in accordance with Schedule 1 of the Regulations (with the exception of adjoining local authorities and parish councils and parish councils that did not adjoin the application area).

The Council uses ‘Objective’, which is commercial software designed for consultation by the public sector and has developed a database of people, etc. who have made comments and/or expressed an interest to be kept informed of progress of planning documents. The database was searched to identify people who live within the postcode area starting ‘WF4 1’ which covers the application area. This identified 45 people who the Council consulted directly regarding the area application. Due to data protection, details of these individuals have not been provided.

A list of people who pay business rates in the parish was obtained from the Council’s Business Rates Team. In total 54 businesses, and the people who work there, were identified as being specific to Crofton and were consulted directly.

If the Council had only consulted in accordance with regulation 6 then just 99 people who live, work or carry on business in the area would have been consulted directly by letter or email. However, as the Council consulted broadly in accordance with Schedule 1 and its adopted SCI as well then a total of 285 letters and emails were sent out directly to individuals, businesses, groups and bodies with an interest in the area (see Appendix 2).

<table>
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<tr>
<th>Consultee Type</th>
<th>Emails</th>
<th>Letters</th>
<th>Total</th>
</tr>
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<td>People who live in the area</td>
<td>12</td>
<td>33</td>
<td>45</td>
</tr>
<tr>
<td>People who carry on business/work in the area</td>
<td>1</td>
<td>53</td>
<td>54</td>
</tr>
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<td>Schedule 1 s.1 (b) - Parish councils adjoining application area</td>
<td>3</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>Schedule 1 s.1 (c to i) - Government bodies</td>
<td>7</td>
<td>2</td>
<td>9</td>
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<td>Schedule 1 s.1 (k) - Electronic communications operators</td>
<td>1</td>
<td>5</td>
<td>6</td>
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<td>Schedule 1 s.1 (l) - Primary care trust and statutory undertakers</td>
<td>3</td>
<td>1</td>
<td>4</td>
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<td>Schedule 1 s.1 (m) - Voluntary bodies</td>
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<td>24</td>
<td>41</td>
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<td>Schedule 1 s.1 (n) - Representatives of racial, ethnic and national groups</td>
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<td>6</td>
<td>9</td>
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<tr>
<td>Schedule 1 s.1 (o) - Representatives of religious groups</td>
<td>4</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>Schedule 1 s.1 (p) - Representatives of business</td>
<td>3</td>
<td>5</td>
<td>8</td>
</tr>
<tr>
<td>Schedule 1 s.1 (q) - Representatives of disabled people</td>
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<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Other relevant consultees from the Council’s SCI</td>
<td>32</td>
<td>26</td>
<td>58</td>
</tr>
<tr>
<td>Local councillors for the Wakefield district</td>
<td>63</td>
<td>0</td>
<td>63</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>119</strong></td>
<td><strong>166</strong></td>
<td><strong>285</strong></td>
</tr>
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</table>
Period of publication

The area application was first published on Thursday 15 August for a period of six weeks. The closing time for the receipt of representations was 5 p.m. Wednesday 25 September 2013.

Methods of publication

In accordance with regulation 6, the Council publicised the application on their website and used methods set out in its SCI to bring the area application to the attention of others who live, work and carry on business in the area.

**Council’s Website** – Details of the application was publicised on the Council’s website. The Council has created a specific neighbourhood planning section which offers information and advice. The application was available within this section at:


Details included (see Appendix 3):

- a copy of the area application
- details of how to make representation; and
- the date by which the representations had to be received by

**Public notice** – A public notice was published in the two local newspapers near the area, the Hemsworth and South Elmsall Express (published Thursday 15 August) and the Wakefield Express (published Friday 16 August). See Appendix 4 for a copy of the public notice.

**Wakefield One and local libraries** – In accordance with the public notice, hard copies of the application, notice of consultation (see Appendix 5) (which included details of how to make representations and the deadline by which they should be received) and comment forms were available for viewing at the Council’s main offices at Wakefield One and local libraries from Thursday 15 August.

The locations where the application could be viewed were:

- Crofton Community Library, High Street, Crofton
- Walton Community Library, The Grove, Walton
- Sandal Library, Sparable Lane, Sandal
- Customer Access Point Wakefield One
- Wakefield Library, Wakefield One

**Objective** – The Council uses ‘Objective’, which is commercial software designed for consultation by the public sector. The Council’s website, notice of consultation and public notice provided the link to details of the application and how to make a representation.

http://consult.wakefield.gov.uk/portal

Again, the application and proposed area boundary could be downloaded and viewed and representations made online (See Appendix 6).
Representations received

Consultation on the neighbourhood area application ended at 5 p.m. on 25 September 2013 when six representations had been received from six contributors.

Representations were received from (see Appendix 7):

- National Farmers' Union
- Homes and Communities Agency
- Walton Parish Council
- English Heritage
- Natural England
- Coal Authority

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Not specified</th>
</tr>
</thead>
<tbody>
<tr>
<td>People who thought the boundary is appropriate?</td>
<td>1</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>People who thought the boundary should be changed?</td>
<td></td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>People who thought the area identified is suitable for designation as a neighbourhood area?</td>
<td>1</td>
<td></td>
<td>5</td>
</tr>
</tbody>
</table>

Most comments were from organisations providing further information to be considered when preparing the actual neighbourhood plan. Walton Parish Council is an adjoining council and they indicated that they had no objection to the proposed boundary of the neighbourhood area.

Therefore, no objections were received to the proposed boundary or the appropriateness of the area being designated a neighbourhood area.

Copies of all comments may be viewed at:

http://consult.wakefield.gov.uk/portal/spatial_policy np/croftonn np/cnaa/cnaa
Crofton Parish Council

Carole Crookes
Project Leader
Wakefield MDC
Wakefield One
P.O.Box 700
Wakefield
WF1 2EB.

08 July 2013

Application to WMDC for Designation of a Neighbourhood Area - Crofton

Dear Carole

Please accept this letter and supporting documentation, as notification that Crofton Parish Council wish to apply for the designation of a neighbourhood area.

With reference to the Neighbourhood Planning (General) Regulations 2012 and specifically Regulation 5; please find enclosed;

a) A map which identifies the area to which the area application relates;

Please note the following statements:

b) The area is considered the most appropriate for designation for the following reasons;
   1. It comprises the whole of the Parish boundary of Crofton, Wakefield, as illustrated on the attached map.
   2. The area defined is the area covered by the precept for Crofton Parish Council.
   3. The boundary does not overlap with neighbouring parishes and is clearly defined.
   4. The boundary comprises land which may have been part of previous planning considerations which the Parish Council have commented on or discussed.

c) I confirm that Crofton Parish Council is a relevant body for the purposes of section 61G of the 1990 Town and Country Planning Act.

Yours sincerely

Cllr Trevor Chalkley
Chair; Crofton Parish Council
croftonpc@gmail.com
APPENDIX 2

People who live with the postcode area ‘WF4 1’ in Crofton (45 people)

People who work or carry on business in the area
Abbotts (Sharlston) Ltd
Ashdene Stores
Bernhards Landscapes (Wakefield) Ltd
Birkwood House Farm
Bluebelle Nail Bar and Beauty Studio
Bombardier Transportation UK Ltd
Cappios Pizzeria
Change Hairdressers
Cock and Crown Hotel
Crofton Academy
Crofton Carpets Ltd
Crofton Community Centre
Crofton Restaurant Ltd
Dalkia Utilities Services plc
Health Centre
Helliwell and Crosby
Hill Top Farm
Lloyds Pharmacy Ltd
Lord of the Manor
M Toft and Sons
New Panda Garden
Oakenshaw Grange
Our Pantry
Post Office, High Street
Post Office, Manorfields Court
R S Nicholson
Redbeck Car Wash
Redbeck Motel
Redbeck Service Station
Royal Oak
Sainsburys Supermarkets Ltd
Spring Green Nurseries
Spring Hill Farm
Supertrim Hair Design
The Slipper
Transform 12
Trustees of Crofton Working Mens Club
West Yorkshire Police
1 Pontefract Road
12 Towers Lane
123 Ashdene Drive
339 Doncaster Road
4 Slack Lane
5 Ashdene Approach
5 Santingley Lane
520 Doncaster Road
575A Doncaster Road
71 High Street
Unit 1, Adjacent Hill Top Farm
Mezzanine Level, Adjacent Hill Top Farm
Unit 2, Adjacent Hill Top Farm
121 Ashdene Drive
R/O 54 Pontefract Road
Vinrose

Section 1 (b) Parish councils adjoining application area
Nostell Parish Council
Sharlston Parish Council
Walton Parish Council
Warmfield-cum-Heath Parish Council
Wintersett Parish Council

Section 1 (c) to (i) Government bodies
Director of Public Health
Homes & Communities Agency
Natural England
Coal Authority
Environment Agency
Highways Agency
Network Rail
Royal Commission on the Historic Monuments of England
Marine Management Organisation

Section 1 (k) Electronic communications operators
Mono Consultants
Virgin Media
British Telecom Plc
Vodafone Ltd
Telefonica UK Ltd
Mobile Broadband Network Ltd

Section 1 (l) Primary care trust and statutory undertakers
Yorkshire Water Services
Northern Gas Networks Ltd
National Grid
Northern Power Grid

Section 1 (m) Voluntary bodies
Age Concern Wakefield District
Aged Welfare Assoc
Asian Women's Association
Barnsley, Dearne and Dove Canals Trust
BBM Revolution Cycling Club
Calder Clarion Cycling Club
Coalfields Regeneration Trust
Community Assembly
Community Awareness Programme (CAP)
Development Initiative for Voluntary Arts
DIAL Wakefield
Friends of Haw Park Wood
Fruitbowl
Gasped
Healthy Walks Project
Help the Aged
Horticare
Involving Young People
Next Generation Community Trust
Nine Lakes Community Trust
Pinderfields Paraplegic Archery Club
Pontefract and District Walking Club
Pontefract Cycle Club
Ramblers Association
Rural Action Yorkshire
South Elmsall Cycle Club
Special Abilities
Voluntary Action Wakefield District
Wakefield & District Environmental Action Forum
Wakefield & District Sight Aid
Wakefield Angling Club
Wakefield Cycle Club
Wakefield Deaf Women's Group
Wakefield District Biodiversity Group
Wakefield District Cycling Forum
Wakefield Over 50's Action Group
Wakefield RSPB Local Group
Wakefield Tree Warden Network
Wakefield Triathlon Club
Well Woman Centre
Yorkshire Mesmac

**Section 1 (n) Representatives of racial, ethnic and national groups**

Equality and Human Rights Commission
Friends, Families and Travellers
Gypsy Council
Gypsy Council for Education, Culture, Welfare and Civil Rights
National Fed. of Gypsy Liaison Grps
Showmen's Guild
Standing Conference of Asian People
Traveller Law Reform Project
Wakefield & District Environmental Action Forum

Section 1 (o) Representatives of religious groups
Brunswick Street Mosque
Cathedral Church of All Saints, Wakefield
Central Jamia Masjid
Central Jamia Mosque
Diocese of Wakefield
Grange Street Mosque
Jehovah's Witnesses
Re-Connect
Resource Aid Centre
Swaffia Mosque
Wakefield Mosque, Pinderco Ltd/WACF
Zakria Mosque

Section 1 (p) Representatives of business
Featherstone Chamber of Trade
Federation of Small Businesses (Wakefield Branch)
Horbury & District Chamber of Trade
Mid-Yorkshire Chamber of Commerce & Industry Ltd
National Farmers Union
Pontefract and Castleford Federation of Small Businesses
Pontefract Chamber of Trade
Wakefield Area Chamber of Commerce Industry Ltd

Section 1 (q) Representatives of disabled people
Disabled Peoples Partnership (South East)
Wakefield District Sports Association

District Councillors (63)

Other relevant consultees taken from the SCI
Arriva Yorkshire
C I S W O
CABE
Campaign for Better Transport - West Yorkshire Group
Campaign to Protect Rural England
Canal and River Trust
Castleford Heritage Group
Chevin Housing Association
Citizen Advice Bureau
English Heritage
Fields In Trust
Forestry Commission
Friends of the Earth
Friends of Walton Nature Park
Glasshoughton Community Forum
Greenpeace
Groundwork Wakefield
Health and Safety Executive
Home Builders Federation
Horbury Civic Society
Horbury Community Council
Kirkhamgate Community Association
Knottingley Civic Society
Mid Yorkshire NHS Trust
MP - Mr Ed Balls
MP – Mrs Yvette Cooper
MP - Ms Mary Creagh
MP – Mr Jon Trickett
National Trust
National Trust (North East Regional Office)
Normanton Civic Society
Ossett Civic Society
Pontefract Civic Society
Rivers Community Action Group
Road Haulage Association
RSPB
Sport England (Yorkshire Region)
Strategic Health Authority Estates Department
Sustrans
Wakefield Badger Group
Wakefield Civic Society
Wakefield College
Wakefield District Housing (WDH)
Wakefield Learning Partnership
Wakefield Local Access Forum
Wakefield Naturalists’ Society
Walton Sports and Social Club
Welcome to Yorkshire
West Yorkshire Archaeology Advisory Service
West Yorkshire Ecology
West Yorkshire Fire Service
West Yorkshire Metropolitan Ambulance Service
West Yorkshire Police (Architectural Liaison Officer)
West Yorkshire Police
Woodland Trust
Wrenthorpe Community Association
WYPTE (Metro)
Yorkshire Wildlife Trust
Crofton Neighbourhood Plan

Crofton Parish Council has submitted an application for the Council to designate the parish as a Neighbourhood Plan Area.

The Crofton Parish Council’s application and plan boundary can be downloaded and viewed in the ‘Downloads’ section on this page, or at the following locations:

Customer Access Point, Wakefield One, Button Street, Wakefield
Wakefield Library, Wakefield One, Button Street, Wakefield
Crofton Community Library, High Street, Crofton
Walters Community Library, The Grove, Walters
Sandall Library, Sparrow Lane, Sandall

Please note there will be new opening times for Wakefield Library from 1 September 2013.

The preferred way for making comments is online at: http://newsite.wakefield.gov.uk

You can also make comments by using the comment form in the ‘Downloads’ section.

Completed written forms should be returned either by:

Email to info@wakefield.gov.uk or post to:

Wakefield Metropolitan District Council
Spatial Policy Planning Services
PO Box 700
Button Street
Wakefield
WF1 2ZD

Comments must be submitted by 5pm on Wednesday 25 September 2013 as late comments may not be considered.

Copies of the comments will be made available for public inspection and cannot be treated as confidential.

If you have any questions about the documents or how to comment please contact Spatial Policy.
See ‘In this Section’.
NOTICE OF CONSULTATION ON APPLICATION FOR DESIGNATION OF A NEIGHBOURHOOD AREA

Wakefield Metropolitan District Council

Town and Country Planning Act 1990, as amended by The Localism Act 2011, Schedule 9

The Neighbourhood Planning (General) Regulations 2012, Part 2

Wakefield Metropolitan District Council hereby gives notice that Crofton Parish Council has submitted an application for the designation of a neighbourhood area under Part 2 of The Neighbourhood Planning (General) Regulations 2012.

The proposed boundary and supporting statement can be viewed on the Council’s neighbourhood planning website www.wakefield.gov.uk/neighbourhoodplanning or in person at:

| Customer Access Point, Wakefield One, Burton Street, Wakefield Monday- Friday 8.30-5.00 | Wakefield Library, Wakefield One, Burton Street, Wakefield Monday, Tuesday and Saturday 9.30-6.00, Wednesday-Friday 9.30-8.00 |
| Crofton Community Library, High Street, Crofton Monday 2.00-7.00; Tuesday-Friday 2.00-6.00 and Saturday 10.00-1.00. | Walton Community Library, The Grove, Walton Monday 2.00-6.00; Wednesday 9.00-1.00 and 2.00-6.00; Friday 2.00-6.00 and Saturday 10.00-2.00. |
| Sandal Library Monday and Wednesday 10.00–1.00 and 2.00-6.00; Tuesday and Friday 10.00-1.00 and 2.00 – 5.00 and Saturday 9.00-2.00. |

Representations on the document are invited during the statutory consultation period which will run for six weeks from Thursday 15 August to Wednesday 25 September 2013.

Representations should be made online via the Council’s website at http://consult.wakefield.gov.uk or by downloading the representations form from www.wakefield.gov.uk/neighbourhoodplanning. Representations can also be made in writing to Wakefield Council, Planning Services, Spatial Policy Group, Wakefield One, PO Box 700, Burton Street. Wakefield. WF1 2EB; or by e-mail to ldf@wakefield.gov.uk.

Representations should be received no later than 5 p.m. on 25 September 2013.
NOTICE OF CONSULTATION ON APPLICATION FOR DESIGNATION OF A NEIGHBOURHOOD AREA

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<tr>
<th>Customer Access Point, Wakefield One, Burton Street, Wakefield</th>
<th>Wakefield Library, Wakefield One, Burton Street, Wakefield</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday-Friday 8.30-5.00</td>
<td>Monday, Tuesday and Saturday 9.30-5.00, Wednesday-Friday 9.30-6.00</td>
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</tbody>
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<th>Crofton Community Library, High Street, Crofton</th>
<th>Walton Community Library, The Grove, Walton</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday 2.00-7.00; Tuesday-Friday 2.00-6.00 and Saturday 10.00-1.00</td>
<td>Monday 2.00-6.00; Wednesday 9.00-1.00 and 2.00-6.00; Friday 2.00-6.00 and Saturday 10.00-2.00</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Sandal Library</th>
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</thead>
<tbody>
<tr>
<td>Monday and Wednesday 10.00-1.00 and 2.00-6.00, Tuesday and Friday 10.00-1.00 and 2.00-5.00 and Saturday 9.00-2.00</td>
</tr>
</tbody>
</table>

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Representations should be received no later than 5pm on 25 September 2013.

Please let us know if you have any special needs and we will make arrangements to make sure your views are registered.

A summary of representations received and a decision notice will be published on the Council’s neighbourhood planning website in due course.

If you require further advice or assistance, please contact the neighbourhood planning team on either 01924 305417 or email ldf@wakefield.gov.uk.
Crofton Neighbourhood Area Application

The exercise is currently available for consultation.

A neighbourhood plan is a new type of plan which will focus on a local area. A plan can be prepared either by a parish or town council or, in certain cases, without a town or parish council, a neighbourhood forum. The plan is prepared with the assistance of the Council. A neighbourhood plan gives local people a chance to create a planning document that guides and shapes development in their local area, and to influence what facilities are provided in the area as a result.

The first stage in preparing a neighbourhood plan is for the town or parish council or neighbourhood forum to submit an application to the Council for the area to be covered to be designated a Neighbourhood Plan Area by the Council. Before the Council can designate an area that is to give local people the opportunity to comment on the proposed neighbourhood area.

Crofton Parish Council has submitted an application for the Council to designate their entire parish as a Neighbourhood Plan Area.

Please click on the View and Comment box below to download the application form and plan boundary submitted by Crofton Parish Council. You can make comments on this document by clicking on the 'Add Comments' tab. In order to make your comments you will first be asked to login or register.

Please note any comments you make will not be confidential and will be made publicly available.

IMPORTANT: You may already have an account with us. Please DO NOT register again. Select the login to retain your username and password. If you registered an alternative email address you wish to inform us of your email address please send details to tsk@wakefield.gov.uk or contact us on the number below.

Please submit your comments by 5.00pm 25 September 2013.

If you have any questions about the documents please contact the Spatial Policy Group on 01924 356417 or email idg@wakefield.gov.uk. Further information about neighbourhood planning is available on the Council’s webpage: www.wakefield.gov.uk/neighbourhoodplanning.