

## **Statement of Representations Procedure and Statement of Fact**

### **Town and Country Planning (Local Planning) (England) – The Neighbourhood Planning (General) Regulations 2012 - Regulation 16**

#### **Title of Document**

West Horsley Neighbourhood Plan 2016 – 2033

#### **Subject matter and area covered**

West Horsley Parish Council has prepared the West Horsley Neighbourhood Plan 2016 – 2033 Submission Version for public consultation.

The West Horsley Neighbourhood Plan 2016 – 2033 contains proposed planning policies for the West Horsley Neighbourhood Area. Once approved through a referendum of local people, the neighbourhood plan will become part of the Development Plan for Guildford Borough. The approved neighbourhood plan will be used, along with Guildford Borough Council's (the Council) Local Plan and other material considerations, in determining planning applications within the Neighbourhood Area.

#### **Consultation period**

Representations on the West Horsley Neighbourhood Plan are invited for a period of six weeks, from **00.00 on Tuesday 23 January 2018 to 23.59 on Wednesday 7 March 2018**. This statement provides details below on how to make comments.

#### **Documents**

The documents submitted to the Council by West Horsley Parish Council are:

- West Horsley Neighbourhood Plan 2016 – 2033 Submission Version (October 2017)
- Map of the West Horsley Neighbourhood Area (Map WHNA1)
- Basic Conditions Statement, which explains how the proposed neighbourhood plan meets the requirements of paragraph 4b of Schedule 4B to the 1990 Act (July 2017)
- Consultation Statement (July 2017)
  - Consultation Statement Appendix 11 – Regulation 14 Report
  - Consultation Statement Appendix 12 – Pre-Submission Consultation Report
- SEA / HRA Statement

#### **Where to view the documents (Statement of Fact)**

Throughout the consultation period, copies of the West Horsley Neighbourhood Plan, alongside the accompanying documents, will be:

- available to view on the Council's website at <https://getinvolved.guildford.gov.uk>
- available for inspection during normal opening hours (excluding Bank Holidays) at:
  - Guildford Borough Council offices, Millmead House, Millmead, Guildford, Surrey GU2 4BB
  - Guildford Library, 77 North Street, Guildford, Surrey, GU1 4AL
  - Horsley Library, Parade Court, Ockham Road South, East Horsley, Surrey, KT24 6QR

## **Representations**

Representations on the neighbourhood plan and/or its supporting documents should be made to the Council in writing:

- Online, via the Council's website at <https://getinvolved.guildford.gov.uk>
- By email: [planningpolicy@guildford.gov.uk](mailto:planningpolicy@guildford.gov.uk)
- By post: Planning Policy, Guildford Borough Council, Millmead House, Millmead, Guildford, GU2 4BB

A name and email or postal address should be supplied with your representation. We will not publish these personal details, however please note that we may publish comments submitted on the neighbourhood plan and its supporting documents and these cannot be treated as confidential.

Copies of representations will be submitted to an independent neighbourhood plan examiner in accordance with Regulation 17 of the Neighbourhood Planning (General) Regulations 2012, for consideration as part of a public examination on the neighbourhood plan.

## **Protection of personal data**

All representations submitted to the Council will be processed and held in accordance with the Data Protection Act 1998.

## **Notification request**

Any representations may include a request to be notified at a specified address of the Council's decision under regulation 19 to make (adopt) the West Horsley Neighbourhood Plan, following successful examination and referendum.

For further information or assistance, please contact the Planning Policy Team on 01483 444471 or email [planningpolicy@guildford.gov.uk](mailto:planningpolicy@guildford.gov.uk)