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# CONSULTATION STATEMENT

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A report on consultations to date carried out by the Coldean Neighbourhood  
Planning Forum

**PUBLISHED:** 08 MAY 2025  
**BY:** COLDEAN NEIGHBOURHOOD PLANNING FORUM

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## 1. INTRODUCTION

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- 1.1. The Coldean Neighbourhood Planning Forum (from here on described as ‘the Forum’) are in the process of preparing a Neighbourhood Plan for the Neighbourhood Area which received approval from Brighton & Hove Council and the South Downs National Park Authority in December 2021 (APPENDIX 1 – APPROVAL OF NEIGHBOURHOOD PLAN AREA).
- 1.2. This Consultation Statement sets out how we have engaged with the local community whilst preparing the Coldean Neighbourhood Plan. It provides an overview of the various forms of consultations that have been undertaken by the Forum with the community. It also discusses the communication channels used by the Forum and its interaction with other groups and organisations. It broadly aims to set out what we have done, how we did it, what we learnt and then what we did with what we learnt at each stage.
- 1.3. Section 3 of this document fulfils the legal obligations of The Neighbourhood Planning (General) Regulations 2012 Regulation 15(1) which requires a Consultation Statement to accompany the submission of a plan. Regulation 12(2) of the above-mentioned Regulations confirm that a ‘Consultation Statement’ is a document which:
  - (a) contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
  - (b) explains how they were consulted;
  - (c) summarises the main issues and concerns raised by the persons consulted;
  - (d) describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.
- 1.4. As set out within our Consultation Strategy (APPENDIX 2 – CONSULTATION STRATEGY) we have sought to include all parts of the community and ensure that key stakeholders have been included wherever possible. These include but are not limited to:
  - Residents, businesses and Forum members
  - Other community groups and associations active within the Neighbourhood Area
  - Farmers of agricultural land within the Neighbourhood Area
  - Statutory and non-statutory consultees including:
    - Brighton and Hove City Council
    - Southdowns National Park Authority
    - Stanmer Park Preservation Society
    - Natural England



- Historic England
- Local Highways Authority
- Academic bodies including:
  - University of Brighton
  - University of Sussex
  - Coldean Primary School
- Planning forums or community groups in neighbouring wards including:
  - Coldean Community Organisation
  - Rottingdean Parish Council
  - Stanmer Park Stakeholder Group

We have also sought to engage with the community via a variety of means which are discussed in turn below:

### OUTWARD COMMUNICATION

- 1.5. This was undertaken through electronically distributed “Updates” which were produced on an ad hoc basis in response to members’ concerns communicated to the committee and/or progress reports on Forum matters. All copies of “Updates” can be found in APPENDIX 3 – EMAIL UPDATES.

### SOCIAL MEDIA AND WEBSITE

- 1.6. The Forum Facebook page was established in November 2022, before the November Vision meetings. To this date, it has 124 members, many of whom are official members, and many who have been invited to join as official members but have not yet done so. It features updates and news about the Forum and answers enquiries. The page increased the visibility of the Forum in the community as many items are shared onto the Coldean Village Facebook page and the Coldean Social Facebook page.
- 1.7. The Coldean Neighbourhood Planning Forum has been active since October 2022. The website has a number of features, including a Home page providing an introduction to the Coldean Neighbourhood Planning Forum and the Neighbourhood Area Designation, News, Events, a Contact Us form and a section on the Forum’s Consultation Strategy. The website is updated regularly, to keep the community up to date with the progress of the Plan.

## PRESS STATEMENTS

- 1.8. Two press statements were issued in response to HMO planning applications in Coldean (APPENDIX 4 – HMO PRESS STATEMENTS).

## INWARD COMMUNICATION

- 1.9. The Forum has a dedicated email address, [contact@cnpf.co.uk](mailto:contact@cnpf.co.uk), and a website contact form, <https://cnpf.co.uk/contact-us>, which is monitored daily by the committee. The Forum aims to reply within three working days.
- A dedicated website run by the Forum. Website statistics are available.
  - Inward communication through a dedicated email and website contact form.
  - Meetings with other groups and organisations.

## 2. CONSULTATION ACTIVITIES UP TO REG.14 CONSULTATION

- 2.1. The Coldean Neighbourhood Plan has been in development since 2021 and over the past two years there has been much engagement with the local community encompassing numerous events and consultation activities.
- 2.2. This section sets out the consultation activities undertaken to the Reg.14 Consultation.

### NEIGHBOURHOOD PLAN FORUM MEETINGS (NOVEMBER 2021 & FEBRUARY 2022)

- 2.3. The first public Forum meetings were held on the 20th November 2021 and 10th February 2022 at St Mary Magdalen, Church Hall, Coldean Lane, Coldean. The meetings were Chaired by the Forum's Chair, Patrick Lowe. 28 residents and Forum members attended the meeting on the 20th November 2021 and 22 residents and Forum members attended the meeting on the 10th February 2022.
- 2.4. The meetings took the form of an introduction to the Committee members and attendees and a general discussion on planning issues which face the Neighbourhood Area. In the 10th February meeting, a presentation was given by Robert Davidson and Sandra Rogers of Brighton & Hove City Council's planning policy team which discussed what Neighbourhood Planning Forums are and what they do.
- 2.5. Over the course of the meetings, residents had the opportunity to come along to discuss the Neighbourhood Plan and planning issues within the Neighbourhood Area. The residents and Forum members were given five sticky notes and a pen and were invited to write down 5 priorities for the area, graded on a scale of 1-5 with 1 being the most important and 5 being the least. Residents were then asked to place each of their sticky notes in the relevant category (1-5) on large posters attached to the wall (APPENDIX 5 – NEIGHBOURHOOD PLAN FORUM MEETING POSTERS).
- 2.6. The results of the 20th November 2021 meeting are set out below.

Priorities	1	2	3	4	5	Total
Green Open Spaces	20	8	0	0	0	28
HMOs	8	17	0	0	0	26
Vehicles	0	0	5	7	8	20
Anti-Social Behaviour	0	0	0	0	0	0
Appearance	0	0	3	8	5	16
Council Expenditure	0	0	0	0	0	0
Bluebell Heights	0	2	14	2	10	28
Park Road shops	0	0	0	0	0	0

Priorities	1	2	3	4	5	Total
Lack of families	0	0	5	8	0	13
Recycling Bins	0	1	0	3	5	9

- 2.7. The second meeting heard the presentation on Neighbourhood Planning Forums and a discussion followed on how the scope of Forums could be utilised to make a difference in Coldean. The discussion centred on HMOs and continuing planning consents for this change of use. Andrew Metcalfe of Squires Planning Ltd, the Forum's planning consultant, gave a short address.
- 2.8. Following the two Forum Meetings, the Forum was able to condense the issues raised into 5 distinct topics which are:
- Natural Environment
  - Houses in Multiple Occupation (HMO)
  - Vehicles
  - Community Assets
  - General Appearance

### COLDEAN VISION MEETINGS (NOVEMBER 2022)

- 2.9. From the results of the two previous Forum meetings, the Forum endeavored to run events to help form the Neighbourhood Plan's vision. Two Vision Meetings were held at St Mary Magdalen Church Hall, Coldean Lane, Coldean on the 10th November 2022 and 11th November 2022. 13 residents and Forum members attended the 10th November 2022 meeting and 12 residents and members attended the 11th November 2022 meeting.
- 2.10. The aim of these vision meetings was to focus on the 5 topics identified by the Forum, and gain feedback from the community as to what issues relate to these topics.
- 2.11. Residents were first asked to rank each of the 5 topics from 1-5 based on their priority. The results of the 10th November 2022 meeting are set out below:

Priorities	1	2	3	4	5	Total
Natural Environment	10	1	3	0	0	14
HMOs	3	8	9	0	0	20
Vehicles	0	4	0	5	4	13
Community Assets	0	0	1	7	4	12
General Appearance	0	0	0	1	5	6

2.12. The results of the 11<sup>th</sup> November 2022 meeting are set out below:

Priorities	1	2	3	4	5	Total
Natural Environment	10	2	3	0	0	15
HMOs	2	10	9	0	0	21
Vehicles	0	0	0	5	4	9
Community Assets	0	0	0	5	3	8
General Appearance	0	0	0	2	5	7

2.13. Residents were then asked to identify different words and phrases from their concerns, which relate to the 5 topics. The following were identified:

- Natural environment, covering green spaces and nature, for example chalk grassland, biodiversity and Coldean Woods.
- HMOs including anti-social behaviour, design and construction of new buildings, access to family homes and affordable homes and Council tenancies.
- Community assets, covering access to community spaces and public services (e.g. post office).
- General appearance, recycling bins, graffiti, covering pavements, fly-tipping, street furniture etc.

2.14. A report on the outcomes of the meetings was prepared by the Neighbourhood Planning Forum which can be found in APPENDIX 6 – REPORT ON THE OUTCOMES OF THE VISION MEETINGS.

2.15. This helped the Forum to prepare their vision for the Neighbourhood Plan which is:

***‘To remain a residential suburb of Brighton as a family friendly community with uninterrupted connection to Stanmer Park, the Wild Park and Highfields’***

2.16. It also helped to prepare the Forum’s set of objectives which are:

- To preserve from development the existing green spaces in, and surrounding, the Neighbourhood Area.
- To preserve and encourage a variety of wildlife habitats in those areas.
- To encourage families to live in Coldean by reducing the number of HMOs.
- To improve the appearance of Coldean and thereby increase community identity.
- To work with other agencies to reduce crime and other anti-social behaviour.
- To encourage retail diversity by improving the appearance of Coldean.

- (g) To increase accessibility to Green Open Spaces by traffic management and improve access to green spaces.

2.17. Subsequently the Forum was requested by the Council, in February 2024, to add an objective addressing Anti-Social behaviors through design, which Objective was approved by the Forum at the 16th April 2024 Open Meeting. See Minutes below.

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-04-16%20CNPF%20%20Open%20Forum%20Meeting%20-%20Minutes-.pdf?ver=1736769807814>

### **TRAFFIC & TRAVEL SURVEY (JUNE 2023)**

- 2.18. The following on-line survey was completed by 49 persons in Coldean in a five week period to 30th June 2023.
- 2.19. Insert photo of Traffic 7 Transport Survey QR code; NB deadline on this Survey was amended.



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## TRAFFIC AND TRAVEL SURVEY

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### ABOUT

A group of residents have formed an organisation called the Coldean Neighbourhood Planning Forum who are preparing a Neighbourhood Plan for Coldean. Once complete, this plan will be used to determine planning applications within Coldean.

This survey focuses on traffic and travel within Coldean and aims to provide the Coldean Neighbourhood Planning Forum with an idea of traffic and travel behaviors and patterns in Coldean. The results of the survey will help the Neighbourhood Planning Forum to understand issues associated with traffic and travel in Coldean. Your input is highly valued and can make a difference in shaping the direction of the plan.

To complete this consultation, please head over to

<https://forms.office.com/e/Ekj3rUxgcc> OR



and complete it online. Alternatively, you can complete this form and return it by post or hand to Coldean Convenience, Beatty Ave, BN1 9ED.

This consultation ends on 30<sup>th</sup> July 2012. Please ensure that your response is received before this date, responses received after this date may not be processed.

### MORE INFORMATION

You can find out more about the neighbourhood plan and the work of the Neighbourhood Forum to date at [www.cnpf.co.uk](http://www.cnpf.co.uk).

You can contact the Coldean Neighbourhood Planning Forum by emailing [cnpf@btinternet.com](mailto:cnpf@btinternet.com) or by using the form at <https://cnpf.co.uk/contact-us>

2.20. Copy of Traffic & Travel Survey Form in paper format ( 4 pages) is below;-



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## MORE INFORMATION

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## QUESTIONNAIRE

### Q1: WHAT BEST DESCRIBES YOUR HOME?

Family Home	House in Multiple Occupation (HMO)	Official Student Accommodation	Other (Please state what)

### Q2: HOW MANY PEOPLE ARE IN YOUR HOUSEHOLD?

1	2	3	4	5	6	7	8	9	10+

### Q3: HOW MANY BEDROOMS IN YOUR HOUSEHOLD?

1	2	3	4	5	6	7+

### Q4: HOW MANY VEHICLES DOES YOUR HOUSEHOLD OWN?

	Cars (including SORN)	Vans	Motorbikes / scooters / bicycles	Large Vehicles (Caravans / Motorhomes / Horseboxes / Heavy Plant)
Petrol / Diesel				
Hybrid				
Electric				

### Q5: OVER THE NEXT 5 YEARS DO YOU EXPECT THE NUMBER OF CARS, VANS ETC OWNED BY YOUR HOUSEHOLD TO INCREASE?

Yes	No	Not Sure

### Q6: WHEN YOU REPLACE YOUR PETROL OR DIESEL POWERED VEHICLES, WILL IT BE WITH AN ELECTRIC VEHICLE?

Yes	No	Not Sure

**Q7: HOW MANY USABLE GARAGES AND OTHER OFF-ROAD PARKING SPACES DOES YOUR HOME HAVE?**

Garage Spaces	Off-Road Parking Spaces

**Q8: WOULD YOUR OFF-ROAD PARKING SPACES BE ABLE TO FACILITATE THE CHARGING OF AN ELECTRIC VEHICLE?**

Yes	No	Not Sure

**Q9: DOES YOUR HOUSEHOLD ROUTINELY PARK A VEHICLE ON THE STREET? IF YES, HOW MANY, AND DO YOU STRUGGLE TO FIND SPACE?**

Yes	No

**Q10: DO YOU FEEL PEOPLE ADHERE TO THE SPEED LIMITS OUTSIDE YOUR HOME?**

Yes	No	Not Sure

**Q11: HOW MANY MEMBERS OF YOUR HOUSEHOLD TRAVEL TO WORK (PLEASE INDICATE THE NUMBER FOR EACH)?**

		Mode of transport						
		Train	Car / Van	Motorbike	Bus	Bicycle	Foot	Walk from home
Travel time	0-30 mins							
	31-60 mins							
	61-90 mins							
	91+ mins							
	120+ mins							

3

**Q12: HAS YOUR HOUSEHOLD'S AVERAGE TRAVEL TO WORK TIME CHANGED OVER THE LAST 4 YEARS?**

Decreased	No Change	Increased

**Q13: PLEASE PROVIDE ANY OTHER COMMENTS YOU MAY WISH TO. ANY OTHER ISSUES / CONCERNS RELATING TO TRAFFIC / TRAVEL IN THE VILLAGE. DO YOU FEEL THAT THE SITUATION IS IMPROVING OR GETTING WORSE?**

### STAY UP TO DATE ON THE PLAN'S PROGRESS

If you would like to be kept up to date on the progress of the Coldean Neighbourhood Plan, be informed when consultation events are held and when it reaches key stages of the process to adoption, please leave your name and email address below.

Please note that your name and email will not be linked to the responses you have provided above and be held in a separate database purely for the purposes set out above.

Name:

Email:

The Coldean Neighbourhood Planning Forum cares to ensure the security of personal data. We make sure that your information is protected from authorised access, loss of manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We shall not share your data and only keep your data for the purpose it was collected for and only for as long as necessary, after which it will be deleted.

Thank you for completing the survey!

2.21. The Google Forms summary of 50 survey responses, in Excel format is available on request, so as to preserve confidentiality of respondents. The Traffic and Travel

Consultation document derived from a summary of those responses and was released to the Forum for public consultation on 23rd November 2023, please see below.

### **MINUTES OF OPEN FORUM MEETING INC AGREEMENT OF ASSESSMENT OF OPEN SPACES (11<sup>TH</sup> JULY 2023)**

- 2.22 Assessment of Coldean Open Spaces. Disabled Access Consultation, and Neighbourhood Improvement Plan tabled (11th July 2023). These draft documents were released on the CNPF Website in May 2023 to be voted on at the 11th July 2023 Forum meeting (MInutes for Open Forum meeting of 11th July 2023 here:-  
<https://img2.1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-07-11%20CNPF%20Forum%20Meeting%20-%20Minutes.pdf?ver=1731061740159>
- 2.23 From February 2023 a small working party of some Forum Committee members and the Council cartographer mapped and listed each Open space in Coldean, in conjunction with the Forum Technical Advisors at Squires Planning. Each Open space was assessed according to criteria as set out in the Assessment document, as to whether it fell into the designation of Local Green Space ('LGS'), or Local Community Space, or neither. The link to Assessment Of Open Spaces document, released for Consultation on 11th May 2023 on the CNPF website is here:-  
[https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-05-24\\_DRAFT%20Review%20of%20Open%20Spaces.%20Amend.docx?ver=1725227921635](https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-05-24_DRAFT%20Review%20of%20Open%20Spaces.%20Amend.docx?ver=1725227921635)
- 2.24. A subgroup of Forum Committee members consulted BADGH and other relevant organisations to draft a Disabled Access Statement for the Plan. The Link to disabled Access Consultation on the CNPF website is found here;-  
<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/Disabled%20Access.docx?ver=1725227921635>
- 2.25 A subgroup of the Forum Committee consulted on and drafted a preliminary Draft Neighbourhood Improvement Plan. This was subsequently superseded by the AECOM Master Planning Framework Document described in later paragraphs. Link to preliminary Draft Neighbourhood Improvement Plan tabled here:-  
<https://cnpf.co.uk/news/f/update-22---the-draft-coldean-neighbourhood-plan>

### **AECOM DRAFT COLDEAN DESIGN GUIDE (3RD OCTOBER 2023)**

- 2.26. The Forum was awarded a Technical Support grant in April 2023 by Groundworks to prepare a Design Guide and Code for Coldean. The Forum Committee appointed AECOM, our Technical Resource Consultants to draft the Code and they visited Coldean in May 2023 to do fieldwork, take photographs of Coldean building styles (many of these photographs are to be found in the draft Neighbourhood Plan). The draft AECOM Coldean Design Codes document was released on the CNPF website on 3rd October 2023. It was also released to the Council Design Codes Officer for comments and re-released in final Form, taking into account the Comments received in February 2024. The link on the CNPF website is found here. The Coldean Design Guidance and Codes document is part of Coldean Neighbourhood Plan.

[https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/CNPF%20230310\\_Coldean%20Design%20Codes\\_Final\\_low%20res.pdf?ver=1725227921635](https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/CNPF%20230310_Coldean%20Design%20Codes_Final_low%20res.pdf?ver=1725227921635)

- 2.27. The Link to the final AECOM Coldean Design Codes document on the website is here:

[https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/CNPF%20230310\\_Coldean%20Design%20Codes\\_Final\\_low%20res.pdf?ver=1725227921635](https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/CNPF%20230310_Coldean%20Design%20Codes_Final_low%20res.pdf?ver=1725227921635)

### **HAVE YOUR SAY OPEN MEETING (21ST NOVEMBER 2023)**

- 2.28. The Link to Minutes of the 'Have your Say' Open Forum meeting introducing Consultations on the Traffic Management plan (23rd November 2023) and the HMO Consultation (23rd November 2023), as well as Introducing the draft Coldean Design Codes Consultation (document previously released on the CNPF website - see above - on 3rd October 2023) is found here:-

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-11-21%20CNPF%20%20Have%20Your%20Say%20Forum%20Meeting%20-.pdf?ver=172522792175>

- 2.29. The Link to Traffic Management Plan, derived from the Survey findings described above and the subgroup's analysis, dated 23rd November 2023, was open to public consultation from 23rd November 2023 to 23rd January 2024 is found on the CNPF website here-

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-11-23%20CNPF%20Traffic%20Management%20Plan%20Consul.pdf?ver=1725227921635>

- 2.30. The link to HMO Consultation, drafted by two Forum Committee members based on the findings in the November 2022 Visions meetings, dated 23rd November 2023, was opened to public consultation from 23rd November 2023 to 23rd January 2024 and is found on the CNPF website here-

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-11-23%20CNPF-%20HMO%20Consultation%20document.pdf?ver=1725227921635>

- 2.31 Hard copies of all 5 Consultation documents were printed out and placed in Coldean Library for public access, as from November 2023 ( 3 documents) and 10th January 2024 ( 2 more documents), and advertised on Notice Boards, on the CNPF FaceBook page and on the CNPF website from 21st November 2023 to 23rd January 2024. During the time of the Public Consultations CNPF website statistics showed the website had 150 visits the day after consultations were launched in January 2024, (the numbers in November 2023 are still being obtained.) The FaceBook page had 350 visits in the 30 days to 23rd January 2024 as it is circulated to Coldean Village Chat Facebook page (over 500 members) and to Coldean Social FaceBook page (over 1,500 members).

### **OPEN FORUM MEETING (19TH DECEMBER 2023)**

- 2.32. This Open Forum meeting launched the Housing Needs Assessment and Development Policy public consultation, as well as the Environmental Policies public consultation, both of which ended on 23rd January 2023. The link to MInutes of the Open Forum meeting on Website is found here:-

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-12-19%20CNPF%20%20Open%20Forum%20Meeting%20-%20Minutes-.pdf?ver=1725227921752>

- 2.33. The AECOM draft Coldean Master Planning Framework document was also described at this 'Have your Say' Open Forum meeting, although it is not formally part of the Neighbourhood Plan, it provides background evidence.
- 2.34. By way of Background to this document, in October 2023, The Forum was granted a Technical Support grant by Groundworks to approach AECOM to review and suggest possible improvements to the two main economic hub areas of Coldean namely the Beatty Avenue shops arena, and the Park Road shops area. .

2.35. The Link to draft AECOM Coldean Master Planning Framework released (22nd December 2023) on the website is found here:-

[https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/231222\\_Coldean%20Masterplan%20Framework\\_Draft\\_low%20.pdf?ver=1725227921635](https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/231222_Coldean%20Masterplan%20Framework_Draft_low%20.pdf?ver=1725227921635)

2.36. Link to draft Development Policies including Housing Needs Assessment released (5th January 2024)

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/CNPF%20Development%20policies.pdf?ver=1725227921635>

2.37. Link to draft Environmental Policies released on website 10th January 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/CNPF%20Environmental%20%20policies.pdf?ver=1731061739938>

#### **OPEN FORUM MEETING 16TH JANUARY 2024**

2.38. Minutes of Open meeting here:-

Link o/s **According to website the meeting was held on 23 January 2024**

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-01-23CNPF%20%20Open%20Forum%20Meeting%20-%20Minutes.pdf?ver=1731061740159>

2.39. Subsequently, the CNPF website statistics showed the website had 150 visits the day after all consultations were launched in January 2024, the numbers in November 2023 were still being obtained. The FaceBook page had 350 visits in the last 30 days, covering that consultation time period. Coldean is aware of the draft Neighbourhood Plan process.

#### **OPEN FORUM MEETING 16th APRIL 2024**

2.40. Open Forum Meeting to delete site 21a from Open Spaces analysis (16th April 2024) as requested by Brighton & Hove City Council, and to introduce a new Objective /policy to reduce Anti Social Behaviours, after informal review of the draft February 204 Neighbourhood Plan by the Council. Minutes of Open meeting here:-

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-01-23CNPF%20%20Open%20Forum%20Meeting%20-%20Minutes.pdf?ver=1725227921752>

Open Forum Meetings after the Regulation 14 Consultation period are dealt with in that Section.



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### 3. REGULATION 14 CONSULTATION (18th JUNE 2024-30th July 2024 midnight)

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- 3.1. This section will be completed after the Regulation 14 Consultation has been completed and will fulfil the legal obligations of the Neighbourhood Plan Regulations 2012. In order to do this, the Consultation Statement should contain:
- (a) details of the persons and bodies who were consulted about the proposed; Neighbourhood development plan;
  - (b) explains how they were consulted;
  - (c) summarises the main issues and concerns raised by the persons consulted;
  - (d) describes how these issues and concerns have been considered and, where relevant, addressed in the proposed Neighbourhood development plan.

The information is set out below.

#### WHO WAS CONSULTED?

- 3.2. Efforts were made to consult as many people that may have a stake in the Neighbourhood Area as possible, including occupants of the newly occupied flats at Denman Place
- 3.3. The following bodies were sent emails (APPENDIX 6 – LIST OF CONSULTEES) notifying them of the consultation, including all Forum Members on the Forum Members Register on 18th June 2024. The Consultation was launched on the CNPF FaceBook page, and shared to Coldean Social FaceBook Page ( approx 1,200 members) and

Strongly support  
Support  
Neutral  
Somewhat support  
Do not support

6. Do you have any comments or suggestions on the Vision?

Your answer

7. Do you have any comments or suggestions on the Objectives of the draft Plan?

Your answer

8. Do you have any comments or suggestions on the draft Plan Policies? Policies start with capital letters and are in green boxes in the Plan document. (When referring to a Policy/s please quote the Plan Policy number)

Your answer

9. Do you have any general comments about the draft Coldean Neighbourhood Plan? (page and/ or paragraph references would be helpful please but aren't essential)

Your answer

10. If you would like to receive updates about the Plan or then please provide your email address. We will not share this with any other organisations.

Your answer

11. Do you wish to join as a Coldean Neighbourhood Planning Forum member?

Membership of the Forum is free.\*

Yes

No

I am a Form Member already

I need more information please

#### **What happens to your responses?**

Once views have been gathered the plan will be amended as necessary before being submitted to Brighton & Hove City Council with a summary of all representations received. These will be made public and this may include verbatim comments received. Contact details and names of private individuals will not be published publicly. Following a further consultation, the revised plan will be examined by a suitably qualified planning consultant appointed by the council.

#### **What will we do with your data?**

Your personal data will only be held by the Coldean Neighbourhood Planning Forum in relation to the making of the Neighbourhood Plan. We will not share it with any other organisations.

Coldean Village Chat FaceBook page ( approx 500 members)

## HOW WERE THEY CONSULTED?

- 3.4. The main methods adopted to raise awareness of the consultation are set out below:

Three in-person launch meetings, in different locations in Coldean, were held on 18th June 2024, 21st June 2024 and 23rd June 2024. The launch was also publicised by an Update email to all Forum Members and Consultees, on 18th June 2024, and on the Forum FaceBook page. Coldean Residents Association also emailed their 15 contacts by email with the information, QR code. An on-line Survey with QR code and paper surveys were made available for completion. Posters on 6 Public Notice Boards in Coldean, including Coldean library, with the QR code to access the Survey were also posted. Two hard copies of the draft Plan were placed in the Library with information to the Librarian on how to do the Survey. A hard copy Plan was made available to the Coldean Residents Association Committee Chair and hard copies were available from Coldean Convenience store on request. Stalls were run near the Beatty Avenue Shops to solicit responses to Surveys and door-knocking evenings were also run to attract attention to the Consultation, and obtain replies.

- 3.5. A photograph on the Regulation 14 On-line and paper Survey follows:-



## Coldean Neighbourhood Plan Survey - Regulation 14 Community consultation

Link to Coldean Neighbourhood Plan: [LINK TO BE REVEALED ON 18th JUNE 2024]

Consultation period: 18th June - 30th July (midnight)

Thank you for taking the time to respond to this consultation, your views are important  
[brightonprintcentre@gmail.com](mailto:brightonprintcentre@gmail.com) [Switch account](#)

Not shared

\* Indicates required question

1. What is your name?\*

Your answer

\* 2. In what capacity are you making your comments?

\*

Resident of Coldean

Someone who works mainly in Coldean

Other:

3. If you are responding on behalf of an organisation, please state the reason for your involvement and the name of the organisation you represent

\*

Your answer

4. Please provide your address (street address, city, postcode)

\*

Your answer

5. Do you support the Vision Statement of the draft Plan?

In 2030 Coldean to remain a residential suburb of Brighton as a family-friendly community with uninterrupted connection to Stanmer Park, the Wild Park and High Fields.

\*

## MAIN ISSUES AND CONCERNS RAISED FROM THE REGULATION 14 COMMUNITY CONSULTATION & HOW THEY HAVE BEEN ADDRESSED

- 3.6. The Regulation 14 Community Consultation ended at midnight on 30<sup>th</sup> July 2024 after 6 weeks and high quality, statistically significant feedback resulted. The local publicity and Stalls had helped to improve feedback and awareness of the Neighbourhood Plan in the Coldean Neighbourhood Area, and considerably increased our Forum Membership. Helpful comments were received from Individuals, and Statutory Consultees, by email, from the on-line survey, from paper surveys, from Open events, from telephone calls and on community FaceBook pages.
- 3.7. We had 50 on-line surveys completed, 23 paper surveys, 2 telephone calls, a FB messenger chat, and several emails and many conversations at the launch events and on Stalls. The online survey responses ( on an excel spreadsheet) and the summarised paper responses are available on request. We received formal responses from:-
- Brighton & Hove City Council, (see remarks below)
  - South Downs National Park Authority (see remarks below)
  - Historic England - acknowledgement
  - Natural England - acknowledgement
  - Southern Water (who suggested a new objective to be added re Water)
  - Gatwick Airport Safeguarding - no impact identified
  - Southern Electricity Network - acknowledgement
  - Stanmer Estate - City Parks - Tree management Plan now referenced in Plan
  - National Highways Planning Team - acknowledgement
  - Mid Sussex Council - acknowledgement
  - Sussex Ramblers and - acknowledgement
  - BADGE- acknowledgement
  - The Brighton Society - acknowledgement.
- 3.8. Results show that **94% of individual online respondents were residents of Coldean and 6% others** (i.e. working in Coldean and others). For respondents on paper surveys 91% were residents of Coldean and 9% working in Coldean.
- 3.9. 61% of online respondents were Coldean Neighbourhood Planning Forum Members (52% for paper surveys) and 39% online surveys came from Non-Members (48% for Paper surveys).

- 3.10. The Forum had over 150 Forum Members on the Members Register at the end of the Consultation period.
- 3.11. This was a total of nearly 100 written responses overall, and much informal feedback.
- 3.12. Views of the CNPF website totalled xxx ( still being obtained) during the Regulation 14 Community Consultation (this contained the on-line draft Plan dated June 2024. There were 5 colour fully printed hard copies of the Plan in the Coldean Library and available to borrow from Coldean Convenience store throughout the Consultation period.

#### **Comments from Individuals**

- 3.13 Several written comments from Individual Forum Members were subsequently included into the draft Plan, including Comments on Disabled Access, the Wildflower meadow, now identified and protected in the Local Green Space designation of OS41 (Coldean Lane Southside Verge near Forest Rd) at Figure 19 in the draft Plan, as well as on the pedestrian crossing being needed across Coldean Lane near Varley Park.

#### **Comments from South Down National Park Authority, a Statutory Consultee**

- 3.14. A new Map of the Neighbourhood Area clarifying the extent of the SouthDown National Park in the Neighbourhood Area, was required at Figure 1. Several additional wordings describing the SDNPA impact into the Plan were included as SDNPA had requested.

#### **Southern Water, a Statutory Consultee**

- 3.15. Southern Water suggested a new Water Objective and subsidiary amendments to Plan policies regarding Water and drainage and amendments to the Design Guidance and Codes as a result. We discussed these at an Open Forum Meeting on 19th November 2024 and the Forum agreed a further Open meeting be held on 10th December 2024 to agree or disagree the inclusion of a main Water Objective and or/ each resulting Policy /policy amendment or Design Guidance & Codes amendment.
- 3.16 The link to the Minutes of the 19th November 2024 Open Forum Meeting can be found here:- ( to update when on Website)
- 3.17 On 10th December 2024 the Open Forum meeting voted on and unanimously agreed the inclusion of a new Water Objective in the Plan, with follow-on amendments to the draft Plan and Design Guidance and Codes. AECOM is updating the Final Design Codes and Guide accordingly.

3.18 The link to the 10th December 2024 Open Forum Meeting Minutes can be found here:- (to update link here when available on the CNPF Website).

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/e52f8e19-b7d8-41d0-ae47-8e0d99e2312c/10%20December%202024%20-%20%20CNPF%20Open%20Forum%20Meeting%20-%20.pdf?ver=1736769807814>

### **Brighton & Hove City Council, a Statutory Consultee**

3.19 The new Head of Planning and Neighbourhood Planning team sent a file with extensive comments on the June 2024 draft of the Plan. These comments had been circulated to Councillors. Most were minor comments, easily dealt with, and some suggested new wordings or corrections which were all implemented. There were 35 pages of comments which we have responded to and sent back to the Council.

3.20. Substantive comments were raised on improving:-

1) **Housing Needs Assessment** element, by taking into account the numbers of bedrooms in the area and bedroom occupancy rates. Our Consultant provided the following ONS bedroom data, ( from ONS data for Brighton & Hove in 2021)

1 bedroom- 29,944 dwellings

2 bedroom -37,846 “

3 bedrooms - 31,679 “

4 + bedrooms 21,933 “

Occupancy Ratings +2 or more 29,532 dwellings

+1 37,088 dwellings

0 49,366 dwellings

- -1 4,910 dwellings

- -2 or less 506 dwellings.

This tells us that there are few unoccupied houses in the Brighton & Hove area

The new Draft Housing Strategy in November 2024 was useful to put Housing Needs in Brighton & Hove into the frame/context , with 130, 840 households in the Brighton & Hove City area (1,046 households. in Coldean as at 2021, excluding the 242 new households occupied in Bluebell Heights thereafter). A prorata of the previous new housing target for Brighton of 13,200, **would indicate that the Coldean area would need to build 105 new households** (a figure already far exceeded by the Bluebell Heights Dev). The Coldean Area has therefore already recently accommodated more than its proper share of new housing, and at the expense of Ancient chalk

downlands, and also with no added infrastructure such as drains or additional water supply, or shops/doctors etc.

- 2) The **HMOs policy**. Our professional adviser has commented we should stay with the existing draft Policy H1 which adds to the existing provisions and policies in Brighton & Hove, although the COuncil had queried that Policy. With many HMOS in Coldean, we wish the Council to tighten up on its approvals for HMOS in Coldean.
- 3) The **Settlement area**. **We were asked to improve the map at Figure 11 ( Now Figure 13) .** The Council argue that this is **the built-up area**. We argue, as does our professional adviser, that this is the same as the Settlement area in Coldean because of the topography.

#### NEXT STEPS - MOCK HEALTHCHECK OF UPDATED PLAN BY INDEPENDENT EXAMINER

- 3.21 After amendments and alterations arising from the Regulation 14 Community Consultation had been discussed and agreed in a working group the updated draft Neighbourhood Plan, v16, dated December 2024. This was sent to Locality for Review in December 2024. Locality identified a Mock Independent Examiner for the Health Check. A Technical Support Grant, applied for and granted in August 2024 was received for this. Feedback from the Mock independent Examiner, Laura Collins at Intelligent Plans and Examinations in Bristol, has been input , before submitting the draft Plan back to the Council for the Independent Examiner Review, which the Council pays for.



## APPENDIX 1 – APPROVAL OF NEIGHBOURHOOD PLAN AREA

### TOURISM, EQUALITIES, COMMUNITIES & CULTURE COMMITTEE

### Agenda Item 52

Brighton & Hove City Council

Subject:	Coldean - Designation of a Neighbourhood Area and Forum		
Date of Meeting:	25 <sup>th</sup> November 2021		
Report of:	Executive Director Economy, Environment and Culture		
Contact Officer:	Name:	Carly Dockerill	Tel: 01273 292382
	Email:	<a href="mailto:carly.dockerill@brighton-hove.gov.uk">carly.dockerill@brighton-hove.gov.uk</a>	
Ward(s) affected:	Hollingbury & Stanmer		

#### FOR GENERAL RELEASE

#### 1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This report seeks approval for two applications which have been submitted by the Coldean community to designate a Neighbourhood Area and a Neighbourhood Forum (see Appendices 1 & 2). These designations fall under the neighbourhood planning provisions introduced by the Localism Act 2011. When approved, they will enable the designated forum to prepare a neighbourhood development plan for the designated neighbourhood area.
- 1.2 The proposed neighbourhood area extends into the South Downs National Park so the two applications will also need to be considered by the National Park Authority.
- 1.3 This report sets out the background to neighbourhood planning and summarises the specific statutory and regulatory requirements that the Council must consider when deciding whether to approve the applications. The report also considers the representations received during the 8-week consultation and presents Council officer responses to the points raised. Appended to the report are copies of the Neighbourhood Area and Forum applications, a summary of the public consultation responses and detailed officer responses to all the points raised.

#### 2. RECOMMENDATIONS:

- 2.1 That the committee approves the designation of the Coldean Neighbourhood Area and Neighbourhood Forum.

#### 3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Localism Act 2011 introduced neighbourhood planning as a means of giving local communities more power to influence the future of the places in which they live. A key element of neighbourhood planning is the ability to prepare neighbourhood development plans (which are commonly referred to as 'neighbourhood plans').

- 3.2 Whilst neighbourhood planning is optional for communities any neighbourhood plans prepared must comply with national planning policy (NPPF) and be in general conformity with the strategic policies of the adopted development plan (City Plan Part One).
- 3.3 Neighbourhood plans should not promote less development than set out in the strategic policies for the area or undermine adopted strategic policies. Adopted Neighbourhood Plans will form part of the statutory development plan and be used to determine planning applications in that area.
- 3.4 Applications were submitted to the council by the Coldean community in August 2021 to establish a neighbourhood area and become a designated neighbourhood forum (see appendices 1 and 2 of this report). The criteria for establishing a Neighbourhood Area and Forum are set out in Appendix 3 of this report.

#### **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 In determining the applications for neighbourhood area and neighbourhood forum status, the Council needs to consider whether the applications comply with the requirements set out in the legislation (see Appendix 3) taking account of the comments received in response to the public consultation undertaken as set out in Appendix 5.
- 4.2 The council can refuse to designate the neighbourhood area and forum applied for if it considers the area is not appropriate or the membership of the forum is not representative, however the council would need to give reasons. This approach is not recommended in this instance.

#### **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 To meet the requirements set out in the neighbourhood planning regulations, the Council has undertaken an 8-week period of public consultation on the applications between 9am on 26 August 2021 to 11:59pm on 22 October. The consultation period was originally 6 weeks, but the consultation period was extended to allow for it to coincide with consultation by the South Downs National Park Authority. The publicity and consultation for the city council included:
  - Publicising the neighbourhood area and neighbourhood forum applications on the Council website;
  - Displaying site notices advertising the applications at around 12 locations throughout the proposed Coldean neighbourhood area;
  - Notifying all contacts on the Council's contact database;
  - The Equalities Team at the Council notified contacts on their equalities group mailing list and to those on the community engagement list for them to share with geographical-based groups.
  - Notifying all Brighton & Hove councillors;
  - Providing hard copies of the applications at the Jubilee, Hove and Coldean Libraries
  - Publishing a press release; and

- Providing an online consultation portal and consultation response form for individuals and organisations wishing to comment.
- 5.2 In total 22 responses were received during the consultation period. A summary of responses is provided in Appendix 4. The representations received have been considered in determining the applications for the neighbourhood area and neighbourhood forum.
- 5.3 Based on the information provided with the neighbourhood area and forum applications and having considered all the consultation responses received, it is considered that the proposed neighbourhood area boundaries are appropriate and that the proposed neighbourhood forum would meet all the requirements set out in the legislation.
- 5.4 Results of the consultation will be published on the Neighbourhood Planning webpages on the council website and will be emailed to all respondents. An email notifying all consultees on the Planning Policy, Heritage and Projects mailing list will also be sent to ensure that all are aware of the new neighbourhood designations.

## **6. CONCLUSION**

- 6.1 After considering all relevant issues and all representations submitted in response to public consultation, officers consider that the applications for neighbourhood area and neighbourhood forum status satisfy all the requirements set out in the legislation. Members are requested to approve the designation of the Coldean Neighbourhood Area and to approve the designation of the Coldean Neighbourhood Forum.

## **7. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 7.1 There are no financial implications arising at this stage of the neighbourhood plan process. It will be the responsibility of the Council after the Regulation 16 stage of consultation. The Council is entitled to funding from central Government to help support this and has a specific budget set aside for neighbourhood planning.

*Finance Officer Consulted: John Lack*

*Date: 14/10/21*

### Legal Implications:

- 7.2 The statutory criteria for designating a neighbourhood area and neighbourhood forum are set out in Appendix 3 to the report. Once a neighbourhood forum and neighbourhood area have been designated, the designations must be published on the Council's website and in such other manner as the Council considers will bring the designations to the attention of persons living, working, or carrying on business in the neighbourhood area (Regulations 7 and 10 of the Neighbourhood Planning (General) Regulations 2012).

*Lawyer Consulted: Hilary Woodward*

*Date: 22/10/21*

Equalities Implications:

- 7.3 The Equality Act 2010 places a duty on all public authorities in the exercise of their functions to have regard to the need to eliminate discrimination, to advance equality of opportunity and to foster good relations between persons who have a “protected characteristic” and those who do not. This duty will apply to the Council when it takes formal decisions at the later stages of the neighbourhood plan process.
- 7.4 If the Neighbourhood Forum and Area are formally designated the forum will be advised to undertake an Equalities Impact Assessment when they have drafted and consulted on the Neighbourhood Plan.

Sustainability Implications:

- 7.5 The purpose of the planning system is to contribute to the achievement of sustainable development and one of the ‘basic conditions’ on which neighbourhood plans are examined is that they should contribute to this.

Brexit Implications:

- 7.6 None directly related to this report

Any Other Significant Implications:

- 7.7 None directly related to this report

Crime & Disorder Implications:

- 7.8 None directly related to this report

Risk and Opportunity Management Implications:

- 7.9 The neighbourhood plan preparation process requires that the Council provides ongoing support and liaison with the Neighbourhood Forum and there is also a requirement for the Forum to undertake formal consultation on a draft neighbourhood plan before it is submitted to the Council and taken forward for examination. This should ensure that any issues of concern to the Council are highlighted and that a future Coldean neighbourhood plan will be in general conformity with City Plan policies.

Public Health Implications:

- 7.10 None directly related to this report

Corporate / Citywide Implications:

- 7.11 None directly related to this report

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Coldean Neighbourhood Area application (completed form), including A4 map of proposed Neighbourhood Area
2. Coldean Neighbourhood Forum application (completed form to include written constitution), including map showing locations where members live and work.
3. Criteria for establishing a Neighbourhood Area and a Neighbourhood Forum
4. Summary of consultation responses
5. Officer responses to consultation comments received

### **Background Documents**

1. National Planning Practice Guidance on Neighbourhood planning (includes links to relevant legislation)  
<https://www.gov.uk/guidance/neighbourhood-planning--2>
2. Relevant legislation - Town and Country Planning Act 1990; Planning and Compulsory Purchase Act 2004; The Localism Act 2011; Neighbourhood Planning (General) Regulations 2012; Neighbourhood Planning (General) (Amendment) Regulations 2015; and Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016



DEVELOPMENT CONTROL

Brighton & Hove City Council

Town Hall  
Norton Road  
Hove BN3 3BQ

Application for the Designation of a Neighbourhood Area

Town and Country Planning Act 1990 [section 61G]  
The Neighbourhood Planning (General) Regulations 2012 [Regulation 5]

You can complete and submit this form electronically to [neighbourhoodplanning@brighton-hove.gov.uk](mailto:neighbourhoodplanning@brighton-hove.gov.uk)

Publication of applications on the Brighton & Hove City Council website

Please note that the information provided on this application form and relevant supporting documents will be published on the Brighton & Hove City Council website. If you require any further clarification, please contact the planning department using the email address provided above.

Please complete using block capitals and black ink.

Please also refer to the Notes below and the guidance notes provided on the council's website as incorrect submissions will delay the processing of your application

<b>1. Name of Submitting Body (eg Parish Council/Neighbourhood Forum/Body capable of being a Neighbourhood Forum)</b>
<b>COLDEAN NEIGHBOURHOOD PLANNING FORUM</b>
<b>2. Contact details</b>
Name : <b>CHARLES [REDACTED] LOWE</b>
Address : <b>[REDACTED] [REDACTED] [REDACTED], COLDEAN BRIGHTON BN1 [REDACTED]</b>
Email : <b>[REDACTED]</b>
<b>[REDACTED]</b>

1  
Final V2

307

<p>3. Proposed name of neighbourhood area</p> <p>Please give the name by which your neighbourhood area will be formally known</p> <p>Name of neighbourhood area: <b>COLDEAN NEIGHBOURHOOD PLANNING FORUM</b></p> <p>Does the submitting body consider it should also be designated a business area : Yes / No (If yes please submit reasons on a separate sheet)</p>
<p>4. Extent of the area (see Notes 1- 4)</p> <p>Please attach a map which identifies the area to which the application relates.</p> <p>Does the proposed neighbourhood area lie partly within the South Downs National Park and/or other Local</p>
<p>Authority Boundary?</p> <p><b>Yes – SOUTHDOWNS NATIONAL PARK AUTHORITY</b></p> <p>If yes please state which authority/authorities (please note an application should be sent to all respective planning authorities) :</p>
<p>5. Please give a statement confirming that the applicant is a relevant body for the purposes of section 61G of the Town and Country Planning Act (see Note 5)</p> <p>Please continue on a separate sheet if necessary</p> <p>Between March and May 2021 leaflets were distributed to every dwelling in Coldean inviting the occupiers to form a Neighbourhood Forum. Initially 24 residents, 3 people working in Coldean and all three Ward Councillors confirmed their membership. 30 in total.</p> <p>At the inaugural meeting held at St Mary Magdalen Church Hall on 30<sup>th</sup> July 2021 the following were approved by unanimous vote of 22 members present ( plus 5 proxy absentee votes).</p> <ol style="list-style-type: none"> <li>1. The Forum constitution</li> <li>2. The Neighbourhood Area and Boundary</li> <li>3. The applications for Neighbourhood designation</li> <li>4. Election of committee members.</li> </ol> <p>The Forum membership includes active members from Coldean Residents Association and Coldean Community Organisation.</p> <p>In the “Have Your Say” section of the meeting, members agreed and confirmed that the purpose of the Forum is planning, and the objective is a Neighbourhood Plan. Also, that other community issues are the concern of the Residents Association and/or the Community Organisation</p>

2  
Final V2



The constitution of the Forum confirms its purpose as:

“ 2. The Forum is established for the express purpose of promoting and improving the social, economic and environmental well-being of the Neighbourhood Area, particularly through the preparation and implementation of a Neighbourhood Plan.”

Included in the Forum Committee are representatives of Business, Environment and Residential interests.

Membership is open to:-

- i. individuals who live in the Neighbourhood Area or,
- ii. individuals who work in the Neighbourhood Area or,
- iii. individuals who are elected members of Brighton & Hove City Council of a City Ward falling within the Neighbourhood Area.

6. Please give a statement explaining why it is considered appropriate to designate the area as a neighbourhood area

Please continue on separate sheet if necessary

The Neighbourhood Area has been chosen by residents and business throughout the area as being the Neighbourhood that they most strongly identify with and that will be the most suitable basis on which to establish a planning forum.

Broadly, the three highways, A27 Brighton By-pass, A270 Lewes Road and Ditchling Road provide logical boundaries to the North, South-East and North-West, while the northern perimeter fence of the Wild Park provides the extent of the southern boundary.

The proposed Neighbourhood Area has no shared boundary with any other developed area or Neighbourhood Planning Forum.

There is no Parish Council or other relevant body within the proposed Neighbourhood Area



I hereby apply for the area described in this form and on the accompanying map to be designated as a neighbourhood area Name :

Signature :



Position in relevant body : **Chairperson**

Date :

8 / 8 / 2021

Please ensure the following is also submitted with this form:

- A map which clearly identifies the area

Please submit the completed form to:

DEVELOPMENT CONTROL, Brighton & Hove City Council, Town Hall, Norton Road, Hove, BN3 3BQ Or by email to: [neighbourhoodplanning@brighton-hove.gov.uk](mailto:neighbourhoodplanning@brighton-hove.gov.uk)

Please read the following notes before completing this form.

#### Notes

Note 1. Where the parish council is the applicant the proposed neighbourhood area must be one that consists of or includes the whole or any part of the parish council area. Where a parish council is not the applicant the proposed neighbourhood area cannot consist of or include the whole or any part of a parish council area.

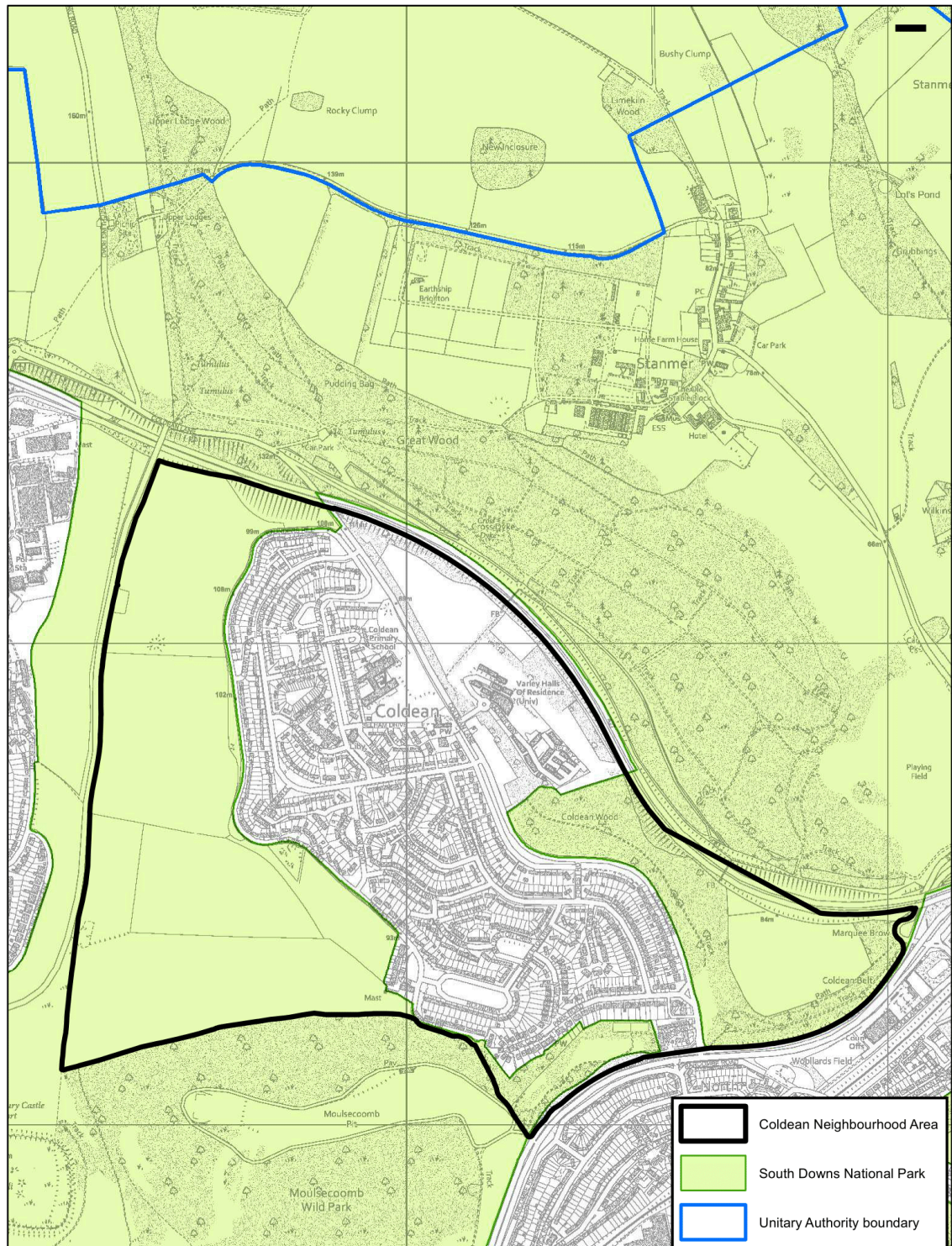
Note 2. The proposed neighbourhood area cannot overlap with an already designated neighbourhood area.

Note 3. The map must clearly identify the area to be covered by the proposed neighbourhood area and should be of an appropriate standard scale so that boundaries can be clearly seen (eg 1:2500; 1:1250 or 1:500). Where possible the boundary of the area should follow physical features and should not cut through properties. Where appropriate it should be clear which parts fall within Brighton & Hove and which parts falls within the South Downs National Park and/or neighbouring local authority.

Note 4. In determining the application the Council must have regard to the desirability of designating the whole of the area of a parish council as a neighbourhood area and the desirability of maintaining the existing boundaries of areas already designated as neighbourhood areas.

Note 5. In order to make an application for a neighbourhood area the applicant must be a "relevant body" as defined in section 61G(2) of the Town and Country Planning Act 1990, namely, "a parish council or an organisation or body which is, or is capable of being, designated as a neighbourhood forum (on the assumption that, for this purpose, the specified area is designated as a neighbourhood area)". Please note that parish councils are the relevant body within a parish in respect of neighbourhood planning.

## Coldean Neighbourhood Area



(A4) Scale: 1:10,000

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## APPENDIX 2 – CONSULTATION STRATEGY

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This is shown in full on the [www.cnpf.co.uk](http://www.cnpf.co.uk) website.

The link is here:-

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/Consultation%20Strategy.pdf?ver=1725227921814>

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## APPENDIX 3 – EMAIL UPDATES TO FORUM MEMBERS

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### UPDATE NUMBER

- 1    24 December 2021    Forum obtains full approval  
<https://cnpf.co.uk/f/update-1>
  
- 2    1 March 2022    Next steps from Open Forum Meeting 10 February 2022  
Minutes from meeting attached  
<https://cnpf.co.uk/f/update-2>
  
- 3    18 April 2022    News of planning applications for HMO's and update on Coldean Woods  
<https://cnpf.co.uk/f/update-3>
  
- 4    26 May 2022    Neighbourhood Plan Vision of Coldean, Council Tax and HMO's and update on Coldean Woods Ancient Grass Downland  
<https://cnpf.co.uk/f/update-4>
  
- 5    18 August 2022    Refused application for HMO conversion and reminder for SGM  
1 September 2022  
<https://cnpf.co.uk/f/update-5>
  
- 6    20 October 2022    Upcoming Vision of Coldean meetings, AGM 8 December 2022, Consultation Strategy and Planning Notes  
<https://cnpf.co.uk/f/update-6>



- 7 31 October 2022 Facebook page and website, HMO update and upcoming Vision of Coldean meeting 10 November  
<https://cnpf.co.uk/f/update-7>
- 8 17 December 2022 Topics to be covered in Neighbourhood plan and request for community input  
<https://cnpf.co.uk/f/update-8>
- 9 18 January 2023 News on Forum Consultation Statement and discussion of AGM  
8 December 2022  
<https://cnpf.co.uk/f/update-9>
- 10 12 February 2023 Progress Report flowchart and Committee request for community assistance  
<https://cnpf.co.uk/f/update-10>
- 11 6 April 2023 Grant for technical , BBC Wild Isles and Traffic Management Plan  
<https://cnpf.co.uk/f/update-11>
- 12 19 April 2023 Technical support funding, Housing Needs Assessment, Design Codes, Traffic and Travel Survey and draft Vision and Objectives  
<https://cnpf.co.uk/f/update12>
- 13 1 May 2023 Letter from Sir David Attenborough  
<https://cnpf.co.uk/f/sir-david-attenborough-and-ancient-grass-downland>
- 14 29 May 2023 Update on Forum Applications  
<https://cnpf.co.uk/f/update-13>

- 15 12 June 2023 Open Forum Meeting Agenda  
<https://cnpf.co.uk/f/open-forum-meeting-agenda>
- 16 14 July 2023 Proposals agreed at meeting  
<https://cnpf.co.uk/f/update-14>
- 17 23 July 2023 Bluebell Heights Travel Plan  
<https://cnpf.co.uk/f/update-15>
- 18 12 August 2023 Bluebell Heights  
<https://cnpf.co.uk/f/update-16>
- 19 16 September 2023 Bluebell Heights Update  
<https://cnpf.co.uk/f/update-17>
- 20 2 November 2023 Update and invitation to Forum Event 21 November 2023  
<https://cnpf.co.uk/f/update-18>
- 21 24 November 2023 Have Your Say meeting 23 November 2023, New Consultation documents  
<https://cnpf.co.uk/f/update-19>
- 22 17 December 2023 Council Planning Update and reminder of Open Meeting and AGM  
19 December 2023  
<https://cnpf.co.uk/f/update-20>
- 23 22 December 2023 Report of meetings held 19 December 2023  
<https://cnpf.co.uk/f/update-21>

- 24    29 February 2024        Draft Neighbourhood Action Plan has informal checks with Council  
<https://cnpf.co.uk/f/update-22---the-draft-coldean-neighbourhood-plan>
- 25    1 April 2024                Agenda Open Forum Meeting 16 April 2024  
<https://cnpf.co.uk/f/update-23>
- 26    8 November 2024    Draft Neighbourhood Plan outlining commitment to Biodiversity Net Gain in new developments  
<https://cnpf.co.uk/news/f/update-24---draft-neighbourhood-plan-biodiversity-net-gain-policy>
- 27    8 November 2024    Committee announce Launch Party for Regulation 14 Consultation on 18 June 2004  
<https://cnpf.co.uk/news/f/update-25---coldean-neighbourhood-plan-regulation-14-consultion>
- 28    8 November 2024    Regulation 14 Community Consultation Closes 30 July 2024 with strongly positive responses to the Vision  
<https://cnpf.co.uk/news/f/update-26--regulation-14-community-consultation-closes>
- 29    8 November 2024        Meeting with Sian Berry MP  
<https://cnpf.co.uk/news/f/update-27---the-forum-meets-with-sian-berry-mp>
- 30    8 November 2024    The Forum Committee report on progress arising from Regulation 14 Consultation  
<https://cnpf.co.uk/news/f/update-28---from-tcoldean-neighbourhood-planning-forum>
- 31    8 November 2024        Notice of Open Forum Meeting 19 November 2024  
<https://cnpf.co.uk/news/f/update-29---notice-of-open-forum-meeting-19th-november-2024>
- 32    14 January 2025        Water Approval Plan and AGM  
<https://cnpf.co.uk/news>





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## APPENDIX 4 – HMO PRESS STATEMENTS

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### BRIGHTON AND HOVE NEWS

**23<sup>rd</sup> April 2022**

Coldean Neighbourhood Planning Forum has undertaken consultations with the community and identified the loss of family homes and their conversion to HMOs (houses in multiple occupation) as an issue of concern locally.

It has affected local school places in recent years.

We have carried out local research after we heard claims that mainly business people or tenants other than students were living in the HMOs.

We found this from our research to be untrue. Nearly all the HMOs in Coldean are taken up by students.

We have also noted at the recent council planning meeting that another claim was made that there were more HMOs in Hanover than Coldean which was again untrue.

We were very disappointed that the council approved the application for an HMO in Talbot Crescent despite there being strong local opposition.

Owing to a very large and ongoing building programme by Sussex University and Brighton University, HMOs are unlikely to continue to be in demand, with plentiful good-quality on-campus accommodation increasingly available.

This seems therefore a good point at which to refuse further planning applications for HMOs – not least with many HMOs in Coldean empty and unrented.

The Coldean Neighbourhood Planning Forum would like to ask: “When will the council realise that we have enough student accommodation and HMOs in the city for students and change its planning policies accordingly?”

Patrick Lowe is the chairman of the Coldean Neighbourhood Planning Forum.

[illegible]

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## **APPENDIX 6 – REPORT ON THE OUTCOMES OF THE VISION MEETINGS**

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The daytime and evening meetings had the same number of participants, but the daytime meeting attracted more people who are not Forum Committee members than the evening event did. The Forum may therefore want to consider running further events in daylight hours. It may also wish to consider using different venues for future events, to see whether this makes the consultation more accessible for some potential respondents.

## Analysis

Participants used different words to describe their concerns, so for the analysis, the concerns raised have been grouped under five overarching headings as follows:

- **Natural environment**, covering green spaces and nature, for example chalk grassland, biodiversity, Coldean Woods
- **Housing**, covering HMOs, design and construction of new buildings, access to family homes and affordable homes, council tenancies
- **Vehicles**, covering road safety and parking
- **Community facilities**, covering access to community spaces and public services (e.g., post office, play areas, electric vehicle (EV) charging points)
- **General appearance**, covering pavements, fly-tipping, street furniture etc.

These overarching categories are used throughout the report (*see Table 2*).

**Table 2: Total of all responses for each overarching category**

Event	Natural environment	Housing	Vehicles	Community facilities	General appearance
10 November 2022	12	9	7	10	10
11 November 2022	10	9	9	8	5
<b>TOTAL</b>	<b>22</b>	<b>18</b>	<b>16</b>	<b>18</b>	<b>15</b>

## Key findings

The findings generally reflect the order of priorities that had been raised at previous consultation events (i.e., natural environment and housing both scored highly), but also uncovered new concerns, specifically problems with vehicles (parking, road safety), lack of community assets and the general appearance of the area. All these new factors appeared as priorities for some participants at both events, although

the latter two categories were not scored as a top priority by any participants at the 10 November event (see Table 3).

**Table 3: Top five concerns graded 1: responses**

Event	Natural environment	Housing	Vehicles	Community facilities	Appearance
10 November 2022	4	2	4	0	0
11 November 2022	10	15	10	5	0
Total for both events	14	17	14	5	0

#### **Natural environment**

The **natural environment** emerged as a high priority. It was referenced in 23 responses (26%), and placed in rank 1 or rank 2 by 25% of all participants across both events.

Comments in this category include ‘Biodiversity’, ‘No more trees cut down’, ‘Green spaces’, and ‘Keep 39 Acre’. In discussion, the erection of Bluebell Heights on the site of Coldean Woods continues to cause local anger and distress: comments included ‘No more development on Coldean Woods’, ‘Protect green spaces from development’ and ‘Replace the trees removed by development’.

At the event on 10 November, at the invitation of the Chair, Deborah Yuill, participant and ex-Committee member, gave a brief account of the historical and ecological significance of chalk grassland, particularly in relation to Site 21a and Site 21c behind Varley Park. This habitat is recognised as being among the most rare, diverse and species-rich form of landscape globally, and Sites 21a and 21c are currently supporting several endangered and at-risk species of flora and fauna.<sup>3</sup> The aquifer below the layer of surface rock supplies all of Brighton and Hove’s water, and development will further damage this already threatened essential supply.

This message was reiterated by Polly Eason from Coldean Community Organisation (CCOrg) at the event on 11 November. CCOrg has submitted a Nature Recovery Plan to Brighton & Hove Council. This essentially comprises an application for a Meanwhile Use Tenancy to restore the chalk grassland behind Varley Park in Coldean Woods.<sup>4</sup> The proposed project, which is awaiting approval, includes the

<sup>3</sup> See Biological Report at <https://cnpf.co.uk/reports> (scroll down the page)

<sup>4</sup> See [www.coldeancommunity.org](http://www.coldeancommunity.org) or visit the CCOrg Facebook page.

removal of unsuitable species, a grazing plan for maintenance and the erection of a temporary learning space for ecological education and activities. The Nature Recovery Plan is obliged to demonstrate some level of commitment to sustainable, low-impact housing on the site.

In discussion, two participants expressed concern about the security and degradation of Coldean Woods, reporting that the gate for vehicle access is often left unlocked, leaving the woods accessible to vehicles, including those of Travellers and other peripatetic households, and also making the area vulnerable to fly-tippers. One participant also mentioned the importance of protecting and preserving the species-rich chalk grassland on 39 Acre.

In respect of these environmental concerns, the Forum is supporting the work of CCOrg to restore the land on Site 21a and Site 21c behind Varley Park, albeit with reservations regarding any housing development. The Forum has established an environmental working group to pursue work on this important area. It has also made available a CCOrg-commissioned [Biological Report](#) on the land behind Varley Park, and has also prepared its own [Environmental Strategy](#).<sup>5</sup>

## **Housing**

**Housing** was also uppermost in respondents' minds. It was mentioned in 19 responses (21%), and ranked at 1 or 2 by 30% of participants across both events. It had the highest number of responses ranking it at 1.

In discussion, participants raised concerns that an increase in student accommodation would lead to an imbalance of households in the area, resulting in a lack of affordable social housing and family homes in Coldean.<sup>6</sup> One participant was supported by others in expressing concern that the lack of family homes could ultimately lead to falling pupil numbers at Coldean Primary and closure of the school, which is sited on a substantial area of green space.

Comments on student accommodation included 'HMO [applications] should be rejected as there are already so many student blocks' and 'We don't want Coldean to be known as a "student village"'.

In discussions, a participant pointed out that HMOs are not necessarily occupied by students. This can be established by checking leases for HMOs, since student accommodation has an Assured Shorthold lease of either 39 or 42 weeks, which matches the academic year. There is no evidence to suggest that a significant

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<sup>5</sup> Both documents are available on the Forum's website at <https://cnpf.co.uk/reports> (scroll down to see reports).

<sup>6</sup> There are currently 98 Use Class C4 HMOs recorded in Coldean, although recently this has fallen to 94 following the reversion of 4 houses to Use Class C3 (private dwellings).

number of Coldean's HMOs are occupied by non-student tenants, although a small proportion of them certainly are.<sup>7</sup>

Other housing-related concerns were in relation to new building developments, particularly Bluebell Heights, and the assignment of Site 21c for housing development in City Plan 2. Comments included 'No more high rises', 'A focus on affordable, sustainable housing that's efficient to run' and 'No building on green spaces next to properties'. This suggests that the Plan can take a position on building design and sustainability, to ensure that any building developments are sympathetic to Coldean's heritage and meet the Forum's ambitions for the environment and climate resilience.

In relation to housing, some participants also raised issues relating to Council tenancies, remarking that the Council was slow to respond to concerns related to repairs, and had also dismissed concerns about new building developments.

### **Vehicles**

For the first time at a consultation event, participants raised issues related to **drivers and their vehicles**. Primarily, these priorities mentioned road safety (speeding, traffic volumes, availability of safe road crossings) and the congestion and inconvenience caused by inconsiderate or illegal parking. Seventeen responses (19%) related to vehicles, and it was ranked at 1 or 2 by 9 respondents. It received the same number of rank 1 ratings as the natural environment category.

In discussion, it was clear that the erection of Bluebell Heights has intensified concerns about the volume, speed and flow of traffic around Coldean, particularly on Coldean Lane. Participants were concerned for residents of Bluebell Heights who will have to cross this busy road, particularly children attending Coldean Primary School. It was reported that the Highways Agency and the Council have turned down a request for a footbridge on the grounds of cost. A pedestrian crossing (either Pelican or Puffin) is under consideration.<sup>8</sup>

Speeding was also noted to be an increasing problem, with drivers using Coldean's residential roads (Hawkhurst Road, Wolseley Road/Saunders Hill, Rushlake Road) as a cut-through to avoid congestion on Coldean Lane. One participant noted that hand-held speed cameras would not be feasible because the roads are too narrow to allow cameras to scan cars effectively. Other traffic-slowing measures could be

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<sup>7</sup> This subject is covered in greater detail in the Forum's HMO Report, available via its website at <https://cnpf.co.uk/reports>

<sup>8</sup> A Pelican crossing is activated when a pedestrian presses a button at the side of the road. It is safe to cross when a green man appears on the display, sometimes accompanied by a beeping sound. The green man symbol and the amber light start to flash just before the lights turn green again for oncoming traffic. A Puffin crossing is similar, but has sensors that delay the green light if someone is crossing slowly, and hence the green man and amber light do not flash on a Puffin crossing. Of the two, a Puffin would be safer for children and elderly people.

considered, such as single-lane chicanes, vehicle-activated signs, speed cushions and DIY streets.<sup>9</sup>

Several participants reported problems in Coldean with parking, including contractors' vehicles or large heavy-plant vehicles being parked inappropriately on residential streets, as well as untaxed vehicles and vehicles under repair being left parked up for months. Some residents, particularly those living near local shops, had experienced drivers blocking their driveways and parking on the grass verges and pavements, causing inconvenience and structural damage to the soil and pavements. HMOs can also contribute to parking problems if the occupants own multiple cars.

Comments in this category included 'Speeding cars', 'Safer roads, safer crossings (there are none at the moment)' and 'Parking problems'.

A case was made by several participants for residential parking permits, which were reported by two participants to have been successful in freeing up parking spaces in some areas, such as in Hove and in Coombe Road area.

Taking action in the Neighbourhood Plan on the problems caused by drivers speeding and parking inconsiderately could also answer to the Forum's environmental agenda of protecting and preserving the natural environment, for example by discouraging car ownership through paid parking schemes, encouraging people to walk, cycle or use public transport through infrastructure improvements, and installing natural parking deterrents such as street trees on verges and pavements.

### **Community facilities**

Although no one marked **community facilities** as a top priority at either event, it was mentioned for the first time at a consultation event by 19 participants across both events. Under this heading fall local concerns such as ready access to a GP, the presence of a local post office, and designated community centre, and the quality of the area's playgrounds and parks.<sup>10</sup>

Comments in this category included 'Local community/neighbourhood centre', 'Lack of a post office' and 'Spaces for children and young people – parks, skate parks'.

Some of the concerns expressed (such as a lack of waste bins and unsheltered bus stops) are best directed to Coldean's elected Councillors, although the Forum may wish to pursue those that are relevant to its overall vision for Coldean, for example

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<sup>9</sup> A useful summary of traffic-calming schemes is at [www.trafficchoices.co.uk/traffic-schemes/](http://www.trafficchoices.co.uk/traffic-schemes/)

<sup>10</sup> It was noted that there is currently a city-wide consultation on parks and playgrounds, including the playground on Wolseley Road. <https://consultations.brighton-hove.gov.uk/environment/childrens-play-area-consultation-autumn-2022/>. The consultation closes on 30 November 2022.



in improving access to, and visibility of, public transport, and the provision of EV charging points.

### General appearance

The **general appearance** of the village was raised for the first time, by 15 participants across both events. Concerns in this category were mainly ranked as 4 or 5. Specific issues raised included broken paving stones, leading to overgrowth of weeds in the cracks, graffiti, crime and the presence of unsightly recycling bins outside the Ruby Hotel and Pub.<sup>11</sup>

Comments included 'Unkempt gardens', 'Bins outside the Ruby' and 'State of the pavements'.

The concerns again overlap with issues that would rightfully be raised with Coldean's elected Councillors, but are relevant in some cases to the Neighbourhood Plan. The Forum may wish to relate some of these concerns to its overarching vision, for example preventing damage to pavements by planting street trees to make it difficult for drivers to park on them, and providing more central recycling facilities in place of the bins on Coldean Lane.

### Summary

- The two consultation events held in November 2022 reinforce the view that the **natural environment** and **housing** are the top concerns among respondents in Coldean.
- However, the newly raised issue of **traffic and parking** add a dimension to the Forum's work, with new evidence and policies required to address this in the Neighbourhood Plan, in ways that are congruent with its main aims.
- Respondents also had views on **community facilities** and the **general appearance** of the village that need to be explored further, although there is some overlap with the work of elected Councillors, and boundary lines need to be made clear to residents.
- There is more work to do to encourage **engagement with the Forum's work** among local people.
- The Forum should consider **segmenting consultation data**, for example by age group, gender, ethnicity and disability status.

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<sup>11</sup> A petition has been raised to re-site the recycling bins at the Ruby: evidence shows that they are rarely used by locals and have become a target for fly-tippers and passing vans to dump rubbish.

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## APPENDIX 7 – Reg 14 LIST OF CONSULTEES

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### ORGANISATION

- 1 Brighton & Hove Chamber of Commerce
- 2 VisitBrighton
- 3 Sussex Chamber of Commerce
- 4 SAFE
- 5 Brighton Society
- 6 Bluebird Society for the Disabled
- 7 Older People's Council
- 8 Ramblers East Sussex Countryside Officer
- 9 Amaze
- 10 Community Works
- 11 Brighton and Hove Speak Out
- 12 Ditch the Label
- 13 Gscene Magazine
- 14 rYico (Rwandan youth information community organisation)
- 15 The Carers Centre for Brighton and Hove
- 16 Badge Brighton & Hove
- 17 Possability People
- 18 Brighton & Hove Green Spaces Forum (Includes Coldean Woods Trust)
- 19 Brighton Area Buswatch
- 20 Sussex Ornithological Society
- 21 Sussex Gardens Trust
- 22 The Gardens Trust
- 23 Sussex Local Nature Partnership
- 24 Biosphere programme
- 25 Royal Society for the Protection of Birds
- 26 Network Rail
- 27 Stanmer Preservation Society

- 28 Sussex Wildlife Trust
- 29 CPRE B&H
- 30 Hove Station Neighbourhood Forum
- 31 Rottingdean Parish Council
- 32 Sussex Police Community Safety
- 33 Historic England
- 34 Mid Sussex DC
- 35 South East Local Enterprise Partnership
- 36 South Downs Society
- 37 Highways England
- 38 Network Rail
- 39 Sussex Police
- 40 East Sussex County Council
- 41 Office of Rail Regulation
- 42 English Heritage - SE Region
- 43 Sussex Partnership NHS Trust
- 44 Policy Planning Team Lewes District Council
- 45 Sport England
- 46 Sport England
- 47 South Downs National Park Authority
- 48 Sussex Police
- 49 Sussex Community NHS
- 50 Fire Brigade
- 51 Natural England
- 52 Civil Aviation Authority
- 53 Environment Agency
- 54 Coast 2 Capital LEP
- 55 National Grid
- 56 The Big Six (Energy Suppliers)
- 57 Southern Water

58	Vodafone and O2
59	Scottish & Southern Energy
60	Southern Gas Networks
61	National Grid (c/o Avison Young)
62	BT openreach
63	Southern Water
64	Mobile Operators Association
65	EE Telecom
66	Scotia Gas Networks, Plant Protection Team
67	Development Services SWS Ltd, Atkins Ltd,
68	EDF Energy
70	Sussex University Community Liaison Team
71	Sussex University Students' Union
72	Brighton University Community Liaison Team
73	Brighton University Students' Union
74	Coldean Allotment Rep(Peter Beck). Brighton and Hove Allotment Society
75	Brighton & Lewes Beekeepers
76	Coldean Residents' Association
77	Coldean Community Organisation
78	Brighton Permaculture Trust
79	Friends of Coldean Woods
80	The Aquifer Partnership
81	Coldean Independants
82	TJ Sheard
83	Mitchie Alexander

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## APPENDIX 8 - LIST OF COMMITTEE MEETINGS IN CHRONOLOGICAL ORDER

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### CNPF Committee Meetings

#### **2021**

30 July 2021

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/30%20July%202021%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921710>

9 August 2021

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/9%20August%202021%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921710>

20 September 2021

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/20%20September%202021%20-%20CNPF%20Committee%20Meeting%20Min.pdf?ver=1725227921710>

8 November 2021

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/8%20November%202021%20-%20CNPF%20Committee%20Meeting%20Minut.pdf?ver=1725227921710>

12 November 2021

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/12%20November%202021%20-%20CNPF%20Committee%20Meeting%20Minu.pdf?ver=1725227921710>

13 December 2021

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/13%20December%202021%20-%20CNPF%20Committee%20Meeting%20Minu.pdf?ver=1725227921709>

#### **2022**

10 January 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/10%20January%202022%20-%20CNPF%20Committee%20Meeting%20Minut.pdf?ver=1725227921638>

7 February 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/7%20February%202022%20-%20CNPF%20Committee%20Meeting%20Minut.pdf?ver=1725227921638>

14 March 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/14%20March%202022%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921637>

11 April 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/11%20April%202022%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921637>

9 May 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/9%20May%202022%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921637>

13 June 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/13%20June%202022%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921637>

11 July 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/11%20July%202022%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921637>

8 August 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/8%20August%202022%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=1725227921637>

1 September 2022

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/1%20September%202022%20-%20CNPF%20Committee%20Meeting%20Minu.pdf?ver=1725227921637>

## **2023**

16 January 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/16%20January%202023%20-%20CNPF%20Committee%20Meeting%20Minut.pdf?ver=1725227921556>

7 February 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/7%20Febrary%202023%20-%20CNPF%20Committee%20Meeting%20Minut.pdf?ver=1725227921556>

7 March 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/7%20March%202023%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=172527921556>

19 April 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/19%20April%202023%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=172527921556>

26 April 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/26%20April%202023%20-%20CNPF%20Committee%20Meeting%20Minutes.pdf?ver=172527921556>

8 June 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-06-08%20CNPF%20Committee%20%20Meeting%20-%20Minutes.pdf?ver=1725227921556>

6 July 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-07-06%20CNPF%20Committee%20%20Meeting%20-%20Minutes.pdf?ver=1725227921556>

31 July 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-07-31%20CNPF%20Committee%20%20Meeting%20-%20Minutes.pdf?ver=1725227921556>

8 August 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-08-17%20CNPF%20Committee%20%20Meeting%20-%20Minutes.pdf?ver=1725227921556>

12 September 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-09-12%20CNPF%20Committee%20%20Meeting%20-%20Minutes.pdf?ver=1725227921556>

30 October 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-10-30%20CNPF%20Committee%20%20Meeting%20-%20Minutes%20-.pdf?ver=172527921556>

16 November 2023

<https://cnpf.co.uk/the-forum>

18 December 2023

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-12%20-%2018%20CNPF%20Committee%20%20Meeting%20-%20Minutes.pdf?ver=1725227921556>

## **2024**

9 January 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-01-09%20CNPF%20Committee%20%20Meeting%20-%20Minutes%20-.pdf?ver=172527921508>

2 February 2024



<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-02-02%20CNPF%20Ad%20hoc%20Committee%20Meeting%20-%20M.pdf?ver=1725227921508>

22 February 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-02-22%20CNPF%20Committee%20Meeting%20-%20Minutes%20-.pdf?ver=1725227921508>

29 March 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-03-29%20CNPF%20Committee%20Meeting%20-%20Minutes%20-.pdf?ver=1725227921508>

21 May 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-05-21%20CNPF%20Committee%20Meeting%20-%20Minutes%20-.pdf?ver=1725227921508>

9 July 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-07-09%20CNPF%20Committee%20Meeting%20-%20Minutes%20-.pdf?ver=1725227921508>

7 August 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2024-08-07%20CNPF%20Committee%20Meeting%20-%20Minutes%20-.pdf?ver=1725227921508>

18 November 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/b808b61f-2c1e-48e6-9641-745656735863/18%20November%202024%20-%20CNPF%20Committee%20Meeting%20-%20Mi.pdf?ver=1736769807525>

9 December 2024

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/368f8785-6ae1-4ac9-bb07-ccb749b83db1/09%20December%202024%20-%20CNPF%20Committee%20Meeting%20-%20M.pdf?ver=1736769807524>

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## **APPENDIX 9 - ANNUAL GENERAL MEETINGS (8th December 2022, 19th December 2023. 10 December 2024)**

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### **2022**

8 December 2022 - Minutes

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/8%20December%202022%20-%20CNPF%20AGM%20Meeting%20Minutes.pdf?ver=1725227921484>

### **2023**

19 December 2023 -Minutes

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-12-19%20 %20Draft%20CNPF%20%20AGM%20Minutes-%20amended.pdf?ver=1725227921484>

### **2024**

10 December 2024 - Minutes

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/70042fab-0bae-4478-a5a4-a59937abe44d/10%20December%202024%20-%20CNPF%20AGM%20Minutes.pdf?ver=1736769807491>

## APPENDIX 10 - FORUM CONSTITUTION, Amendments (September 2022, December 2022, December 2023)

### **Constitution**

#### **2021**

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/Signed%20Constitution%20of%20CNPF-1.pdf?ver=1725227921484>

#### **2022**

##### **September 2022 Amendment to Constitution**

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/September%202022%20Amednment%20to%20Constitution.pdf?ver=1725227921484>

#### **2023**

See also amendments in 2023 AGM minutes

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/2023-12-19%20%20Draft%20CNPF%20%20AGM%20Minutes-%20amended.pdf?ver=1731061739869>

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## APPENDIX 11 - PREVIOUS COLDEAN BIOLOGICAL SURVEY (January 2020)

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Biological survey and assessment of land at Varley Park, Coldean Lane by Graeme Lyons

<https://img1.wsimg.com/blobby/go/9c8b4f40-7ba4-447e-938e-a549eb6dbdb4/downloads/Biological%20survey%20and%20assessment%20of%20land%20at%20Va.pdf?ver=1725227921635>