



ENGLEFIELD GREEN VILLAGE NEIGHBOURHOOD PLAN CONSULTATION STATEMENT

January 2023

**Reg 16 (of the Neighbourhood Plan Regulations 2012)
Consultation Document**

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<u>Date</u>	<u>Schedule of Communications with the local community during the production of the Englefield Green Village Neighbourhood Plan</u>	<u>Exhibit</u>
	While the Steering Committee was acutely aware of the necessity to encourage and enable everyone in the Area to contribute and be involved as much as possible, the changing Covid lockdowns severely curtailed activities to have face to face meetings and stopped events at which the Committee would have organised attractions to make residents and business aware of the importance of the Plan to the community. We set out below how we have been able to adapt the way we have been able to communicate. Our communications with Royal Holloway University of London (RHUL), the largest employer (about 1100 personnel) and with a large student population resident within the NP Area, (about 5000 temporary resident) are recorded in a separate section of this report.	
13/11/2019	EGVN Forum approved by RBC	
15/11/2019	Email sent to all residents who had registered as interested in the Forum, informing them the Forum was legally recognised, and asking for volunteers to join the Steering Committee	
09/12/2019	Initial meeting to form Steering Committee	

January 2020	The Steering Committee agreed to produce flyers, UPVC banners and discussed round table consultation events. Important local organisations were identified, and liaison roles discussed. Decision was taken to occupy a stall at the Village Fair on 20th June 2020 to advertise the Forum and recruit members. Decision taken to hire venue to hold a public meeting with residents to promote involvement and to obtain opinions and views. (The Village Centre and The Hub were hired for events to take place in April 2020). An initial leaflet to every household was proposed, with the purpose of advertising the formation of the Forum and inviting residents and businesses to join. It was recognised that to process and record applicants a web site with an application form was necessary, as well as paper application forms in shops etc.	
February 2020	Covid led to cancellation of all planned face to face events. Restrictions led to a major rethink on how we communicate with residents and businesses and how we attracted them to be members of the Forum. It was recognised that the web site, e mails and social media, would be the main methods of communication for the foreseeable future. The website was urgently set up, with sections explaining what the Forum was, what the Steering committee was, and with a form for joining the Forum and asking a few questions about the respondent's views on how the Area should develop. The website can be found at www.egvplan.org.uk .(At this stage the web site did not have the final questionnaire, and various other modifications and additions were made as the work progressed) . Once the web site was set up, A leaflet distribution was organised to every household in the Forum area, and distribution was undertaken by volunteers from the Englefield Green Village Residents Association (EGVRA). A copy of the Flyer No 1 is shown in Exhibit 1, and the primary purpose was to attract Forum members.	1
April 2020	The initial leaflet drop to all households resulted in only about 100 residents registering for the Forum, and the campaign was continued by placing an advertisement on the 'Greenies' Facebook page* and Emailing all EGVRA* members encouraging them to join the Forum. A notice was also placed in the local Church magazine. • (The Greenies are a Facebook group of Englefield Green residents with approximately 3000 users, and EGVRA is the Englefield Green Village Residents Association, with about 600 members)	
May 2020	The membership continued to climb slowly, and members of the Committee approached the local Film Club, Tennis Club and Cricket Club to ask them to use their web sites to advertise the Forum. Further modifications to the Forum website were made to make it more user friendly and easier to access.	

30/06 2020	1 st AGM held electronically due to Covid. All Forum members invited to submit proxy votes or attend online. Chairman's report summarised the work done to date and included a request for volunteers to join the Steering Committee and people to join the Forum via the 'Have your Say' page on the website. Minutes of the AGM were emailed to all Forum members. Copies of the reports and minutes of the meeting are on the website at www.egvplan.org.uk	
July 2020	A substantial Residents' questionnaire was produced by the Committee and posted on the website, with an automatically produced spread sheet such that the committee could see a 'live' summary of results as they came in. Forum Members, EGVRA members, the Greenies, and other groups were all contacted by e mail and encouraged to go to the web site and complete the questionnaire. The questionnaire also contained a tick box for residents to indicate whether they wished to join the Forum, making it simple to join and complete the questionnaire at the same time. A summary of the results of the questionnaire can be found on the website www.egvplan.org.uk . The names and addresses of those who responded are kept in a private file controlled solely by the Committee Secretary in order to follow our privacy policy. A Business survey was devised. One of the committees visited all of the main businesses in the Area and encouraged them to complete it. A copy of the results is included in the Questionnaire response report.	
August-September 2020	A major drive was initiated to promote the questionnaire. Placards were hung from lamp posts, notices put in local shops and on notice boards. (see exhibit 2) These advertisements were maintained throughout the rest of the year. The e mail campaign was continued via EGVRA. Runnymede Borough Council was co-opted to send out Forum information via their residents' network. Personal visits to businesses urge them to complete the business questionnaire. Further information was placed on 'Greenies' Facebook page to encourage completion of questionnaire. A paper version of the questionnaire was placed in some shops for those who did not have e mail. Three banners in strategic position on railings were added in September.(exhibit 3)	2,3
October 2020	RBC again advertised the Forum questionnaire in their fortnightly e newsletter. And written to the Greenies asking residents to visit the website. More leaflets were disbursed to shops and posters were hung on notice boards. Shops and businesses again visited to help to complete questionnaire. An e mail was sent to those who had already joined the forum or filled in the questionnaire to ask them to encourage others to do so.	

November 2020	Two new banners were produced and some of the five banners moved around to new positions (exhibit 4). Further e mails to the 'Greenies' and EGVRA members. Short article in Royal Holloway University of London Intranet newsletter. Used a commercial company to deliver A5 double sided flyers 'Have your say!' to all households in the Forum Area.(exhibit 5) there were reports that some addresses were missed but the main areas were covered.	4,5
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January-March 2021	Number of responses to the questionnaire climbed slowly following the leaflet distribution. Further e mails sent out to encourage participation. In March it was agreed that both residents and business questionnaire should be withdrawn in early June, and preparations were started for a final campaign to encourage residents to complete it. Preparation was started for two open sessions in the Areas two main centres at which Residents could ask questions, where the work done so far could be displayed, and where residents could post further thoughts and ideas. Due to ongoing covid restrictions, these sessions were set for September 2021, when it was thought the covid situation would have eased.	
April 2021	5000 A5 double sided leaflets advertising a deadline of 7th June for completing the questionnaire and giving advanced notice of the open sessions were printed and delivered to all households in the Forum Area by Royal Mail Door to Door Service. (exhibit 6) The leaflet also specifically indicated that paper copies of the questionnaire were available at a popular shop in the village.	6
June-August 2021	Preparations made for the two open sessions. A final surge in responders to the questionnaire was noted prior to the deadline.	
29/7/21	The second AGM was held electronically. The AGM was advertised by e mail to all Forum members prior to the event, with a reminder 1 week before, and reports prepared and distributed to members. Members were encouraged to vote by proxy, but were, as per the previous AGM, able to attend by zoom if they so wished. Minutes were distributed to member after by e mail. Copies of the reports and minutes can be viewed at the website at www.egvplan.org.uk	

04/09/2021	First Public Open Session was held at The Hub between 10.00am and 3.00pm (exhibit 7). A banner had been fixed to the railings of the venue a week in advance advertising the event. The venue was carefully chosen to provide ease of access and car parking facilities. 8 display boards (exhibit 8) were positioned around the room including a post-it note board for further suggestions and comments from those members of the public attending so that everyone could have their views heard. Each board was attended by a member of the Steering Committee to help explain contents and answer any questions. Coffee/tea and cake was served. 20 members of the public attended.	7, 8
11/09/2021	The second Public Open Session was held in The Village Centre between 10.00am and 3.00pm (exhibit 9). Posters had been placed on prominent notice boards throughout the village and an A board was placed outside the venue to attract passers-by. 8 display boards were positioned around the room together with a board for post-it notes for comments by the public. Each board was attended by a member of the Steering Committee helped explain the contents. Coffee/tea and cake was served. An A4 handout was given to all the members of the public attending the two open sessions. It gave background to the EG Plan, what the Plan could do and where it would fit into the planning cycle and how views could be conveyed to the Forum. These Public Open Sessions gave the first opportunity to engage face to face with residents giving the Committee a good understanding of the public's feeling towards the various topics. Those attending seemed genuinely pleased to live in EG and most expressed a liking for the village although with faults and shortcomings observed in most similar villages. 40 members of the public attended.	

Exhibit 1- A5 size two sided Flyer distributed to all households, Feb/Mar, 2020

Englefield Green



Englefield Green is changing Have Your Say!

Do you have a view about what the future of Englefield Green should be? Now is your chance to have your say by helping create the **Englefield Green Neighbourhood Plan**.

The Neighbourhood Plan is created by the local community through a Neighbourhood Forum and represents the interests of the community in the planning process.

It is a powerful tool to ensure the community gets the right types of development, in the right places.

The **Benefits** of a Neighbourhood Plan:

- It can protect areas from types of change (such as too much of one type of business)
- It can include policies to influence new building design, or alterations to existing buildings.
- It can protect or propose the creation of open spaces (Green Gaps, Nature reserves / wildlife corridors, allotments, sports pitches, play areas, parks and gardens, and important historic assets)
- It can identify and influence where community funds can be used to benefit the village

The **Englefield Green Neighbourhood Forum** is designated by Runnymede Council as the official body that will create the Neighbourhood Plan.

Membership to the Forum is free and open to anyone who lives or works in the Neighbourhood Area.

The Forum volunteer steering group will liaise with the community to formulate the Neighbourhood Plan.

Once drafted, Forum members will vote on the Plan before it is accepted by the Council.

How can I get involved?

-  Join the Forum and help shape the Neighbourhood Plan for Englefield Green.
-  Attend Neighbourhood Forum drop-in sessions and share your ideas
-  Look out for Neighbourhood Forum stands at local events such as the Farmers Market & Englefield Green Village Fair

For more Information

- Website: www.egvplan.org.uk
- Email: egvforum@gmail.com

Join us at a **Drop-in session on 21st April at the Village Centre** (in Victoria Street) between 6pm and 10pm, when we will also be **holding our AGM**

Your Village, Your Voice, Your Plan!

Exhibit 2- Lamp post posters at A3, leaflets for shops at A5, Aug/ Sept 2021



The Future Development of our Village depends on you!



Englefield Green Village Forum



Visit www.egvplan.org.uk and have your say!



Don't miss out! Influence the future of our village.

Visit www.egvplan.org.uk and have your say!



Englefield Green Village Forum





Exhibit 3- PVC banners approx. 1800mm x 600mm, hung around the Area



Exhibit 4- More banners



Exhibit 5- 2nd double sided A5 leaflet drop, Nov 2021



Exhibit 6-3rd leaflet drop to all households advising the closing of the Questionnaire

Englefield Green Neighbourhood Plan

LAST CHANCE

Questionnaire

Closing 7th June

Your views can only shape the Neighbourhood Plan if we know them!

Visit egvplan.org.uk complete the Questionnaire and HAVE YOUR SAY

If you do not have access to the internet, you can pick up and drop off a paper copy of the questionnaire from:
Genevieve The Gallery - 13 Victoria St, Englefield Green

 **EGVPLAN.ORG.UK** 

In August and September* we will hold open sessions in the Village Centre and the Forest Estate Community Hub where you can see results from the questionnaire, review draft design codes proposed for Englefield Green and give us your feedback.

*Dates will be confirmed COVID19 permitting nearer the time

From the beginning of June draft design codes and a short subsidiary questionnaire, based on the replies to our first questionnaire, will be posted on egvplan.org.uk for your comments, so please make a note to go to the website some time after that date, or attend one of the open sessions.

What can the Neighbourhood Plan do?

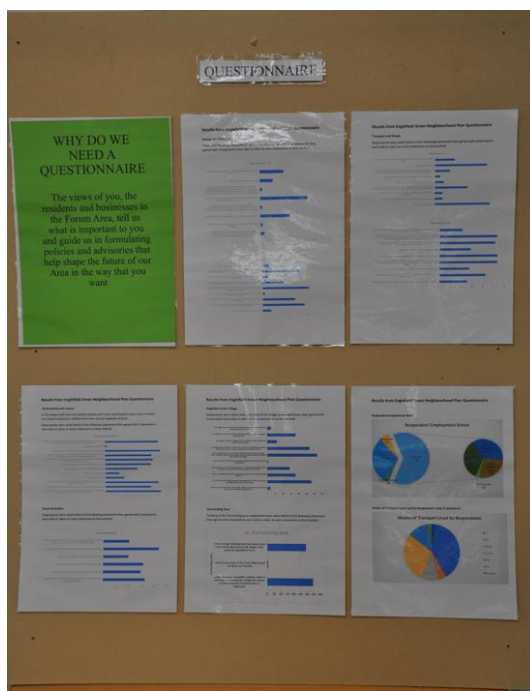
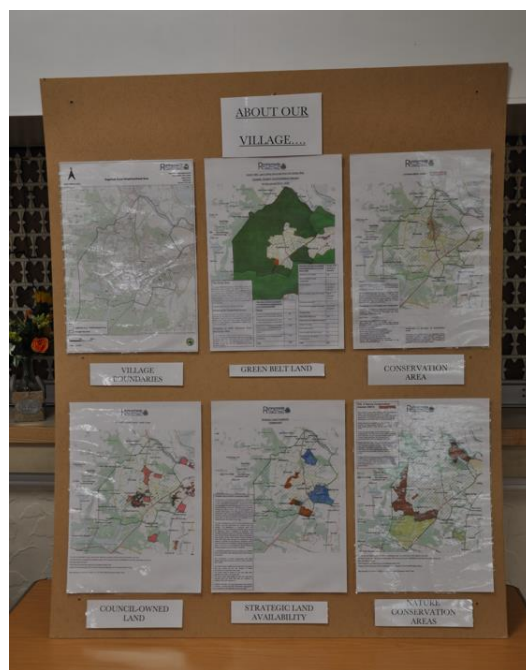
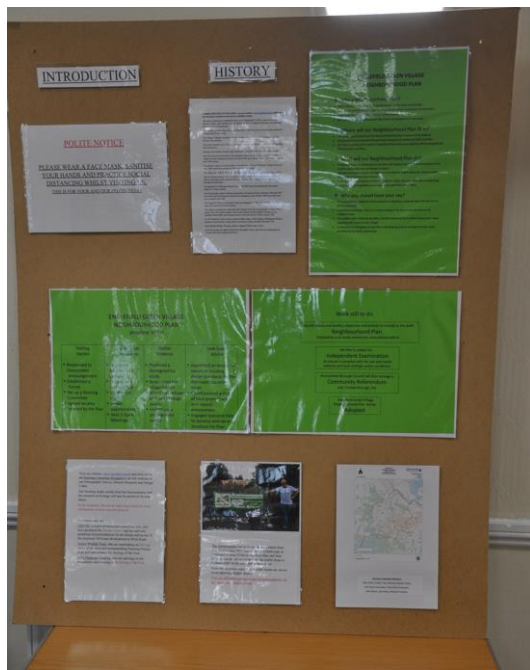
- Enhance the relevant National and Local Plans to complement your Neighbourhood Area
- Give our community a voice on new development
- Identify a wish list of potential local improvements
- Direct the use of funds from the Community Infrastructure Levy (CIL) towards local improvements.

 **EGVPLAN.ORG.UK** 

Exhibit 7- First Open Session at the Hub, Sept 2022



Exhibit 8- The display boards, including a 'post it' suggestions boards



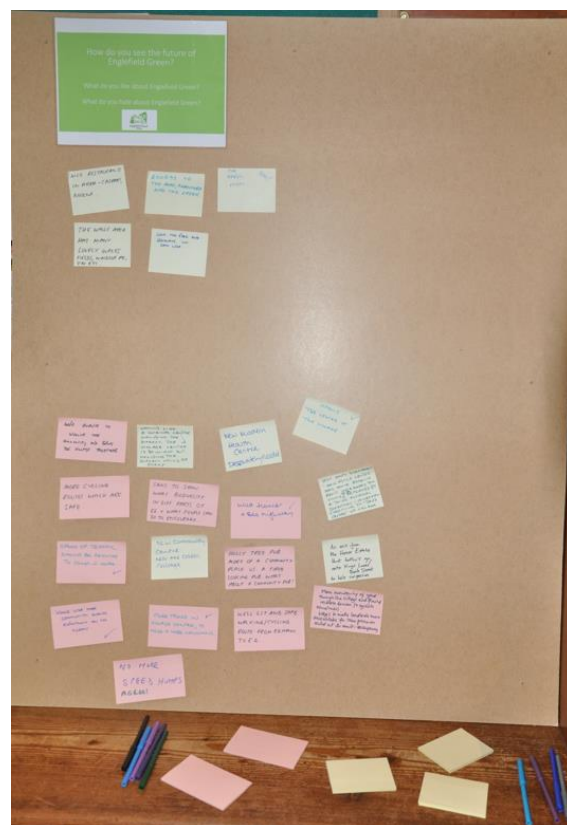


Exhibit 9- Second Open Sessions display at the Village Centre



Exhibit 10- Flyer available at Open Sessions

Englefield Green Village Neighbourhood Plan ‘the Plan’

Through the introduction of the Localism Act 2011, the Government encouraged community groups to create a Neighbourhood Plan (often described as the Neighbourhood Development Plan or NDP) developed from the views of the local community.

In our village, the Englefield Green Village Forum was formed and a steering committee of volunteers was elected to guide and progress the Plan.

A Plan area boundary was agreed with Runnymede Borough Council (RBC) based on the Local Authority’s defined Ward boundaries of Englefield Green East and Englefield Green West.

Anyone over the age of 18 who lives or works in the two Wards is eligible to join and would be welcomed as a member of the Forum.

What can our Plan do?

The Plan provides an opportunity for our community to shape and influence our village over the future 10 to 15 years.

A vital part of drafting the Plan is to consult and engage with members of our community to develop a shared vision for the neighbourhood and to research and gather evidence in order to :-

(a) identify policies relating to the use and development of land within a framework set down in the RBC Local Plan, and

(b) list priorities for projects reflecting local aims and wishes for improving and conserving community infrastructure such as key public assets and green spaces. These projects could be funded from part of a financial levy on some forms of new development in our Plan area.

Where does our Plan fit in?

The National Planning Policy Framework lays down a planning framework for the whole of England with the emphasis on sustainable planning, broadly meaning development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

RBC Local Plan makes this framework specific to Runnymede.

Once our Plan is complete and passes both an independent examination and a community referendum, it will be adopted to sit alongside the Local Plan to give guidance to developers in what is expected of them in order to maintain and enhance the character of the neighbourhood when they apply for planning permission to build or alter properties.

How can you convey your views to the Forum?

Almost 400 questionnaires have been completed by our residents and businesses to express their views on issues relevant to our village, though these have now closed after over 9 months being available on the website and advertised via flyers to all residents.

However, you can use the email egvforum@gmail.com to submit your views, or post a handwritten note on the board in this display area.

To find more about the **Englefield Green Village Neighbourhood Plan** go to www.egvplan.org.uk (and click on ‘Steering committee Investigations’ to see the reports described on the boards in this display)

The RBC web site [www.runnymede.gov.uk /neighbourhood-planning](http://www.runnymede.gov.uk/neighbourhood-planning) provides more information.

Extract from EGVRA Newsletter advertising the Questionnaire

NEWSLETTER – AUTUMN 2020

Due to the Covid-19 pandemic, we have not been able put together and, most importantly, distribute the Summer issue of our Clarion Magazine and will, with regret, not publish an issue, as is usual, before Christmas. I and the committee have therefore assembled a brief Newsletter to update our members on three important matters relating to our Village.

I trust you and your families are keeping well and safe during these frustrating and challenging months.

 - Chair EGVRA

ENGLEFIELD GREEN VILLAGE NEIGHBOURHOOD FORUM

Your Village Needs Your Views

Solid progress is being made with your Forum but we need you to do all you can to support this forward movement as it is vital to getting the Neighbourhood Village Plan into place as soon as possible.

Please go to www.egvplan.org.uk and click on the link to the questionnaire today if you haven't done so already!

Englefield Green Village and the surrounding Area have a significant number of competing and often conflicting development drivers; In parts of the Area there is demand for prestige high end houses, whilst the general need is often for Affordable Housing; The urban area is almost fully developed, yet it is

surrounded by important and essential Green Belt land leaving little room for further development; There is a disproportionate demand for rented accommodation caused by the presence of students from the Royal Holloway University; The Area has a number of important landmarks and popular tourist destinations, and two through routes for traffic, yet the Village itself suffers more from the traffic than benefits from the visitors that pass through it.

We cannot pretend that a Neighbourhood Plan can fully address these and other problems raised during the consultation process, but it can go some way to providing guidance as to what type of development we wish to see in the Area, and aspirations as to how we wish to shape the future of the Area.

The Englefield Green Village Neighbourhood Forum, covering an Area comprising both Wards of Englefield Green was formed with the determination to resolve these and other conflicts and providing a road map for the future development of the Area.

The Forum was ratified by Runnymede Borough Council in November 2019 and in December a Forum Steering Committee of a number of volunteers was formed, and work was begun on formulating the Plan.

The Steering Committee first sought to understand the Area and its merits and demerits through studying its History and Demography. These reports can be found on our website, www.egvplan.org.uk where you can also **join the Village Forum if you wish to vote on the final Plan once it is prepared.**

Last July, a detailed questionnaire was issued, and **all residents and workers in the Area are entitled to and encouraged to complete it.** I urge you, if you have not already done so, to spare 10 minutes of your time to complete it on our website and to encourage other residents (including your family) and anyone you know who works in the Village to do so as well. This effort has been hampered by the Covid-19 restrictions on personal contact, but recently we have boosted our advertising with banners, placards and notices in the village, and shortly there will be a leaflet drop to all households.

Through September to November, the Committee has been undertaking a Housing Audit, which involves undertaking a full photographic survey of the whole area to determine what housing stock there is and what buildings are considered valuable historically or aesthetically.

We have also recently engaged AECOM, an international Infrastructure Consultancy Group to prepare Design Codes for the Area. These will be informed by the History and Housing survey and will provide guidance as to what design of buildings we would prefer to see in which areas of the village.

Finally, work has just been started on preparing the first draft of the Plan, and next January we intend to engage consultants to assist in shaping up our draft into something acceptable to RBC, the Inspectors and you the Forum members.

Meanwhile there is a huge amount of work still to do in preparing support documentation and a very limited number of volunteers on the Committee, all of whom only have limited time to undertake assignments. **If you wish to volunteer we would be very glad to hear from you. The time it takes to produce this very important Plan is directly dependant on the number of people who help assembling it! You can contact us by email at egvforum@gmail.com and make a difference.**

██████████ – Chair EGVNF

Sample E mails to EGVRA members

(5/2/21)

Dear Rob,

As discussed we need to do another round robin to (a) EGRA members and (b) those who have filled in the questionnaire.

I've lifted this off the google drive because it looks quite 'in your face' and suggest the following texts;

For EGVRA;

Dear EGVRA member,

For those who have completed the EGV Forum questionnaire, many thanks for your useful input. We are now formulating the Plan based on your responses.

For those who haven't, time is running out, and if you do want to have an influence in how the village develops over the next 15 years then this is your chance..

Its very simple, just click on the link below !

And if you have a chance then forward this e mail to friends and encourage them to participate as well!

Best Regards, Mike Kelly, Chair, EG Forum Steering Committee

EGV Forum Questionnaire

FILL OUT FORM

For Those who have completed the questionnaire;

Thank you for completing the EG Forum questionnaire! We are now formulating the Plan based on your responses.

However, it would be great to have more respondents, and we would be very grateful if you could forward this message to friends in the EG Area to encourage them to complete the form, or go onto facebook or any other social media and encourage people to participate. It should be possible to forward this message complete with the link below, but in case it doesn't work, the web site is www.egvplan.org.uk then click on the 'Have your say' tab.

Many thanks in advance!

Best Regards, [REDACTED], EG Forum Steering Committee

EGV Forum Questionnaire

FILL OUT FORM

27/10/20

1) To EGVRA members;

Dear EGVRA member,

Firstly, my sincere thanks to all of you who have filled in the Englefield Green Village Forum Residents questionnaire for doing so- I appreciate that it is not something that is uppermost in our minds at this time!

Unfortunately we have yet to receive sufficient responses, given how these responses will influence the future development of the village.

For those who thought they might fill in the questionnaire but then forgot, please do it now!

The direct link to the Questionnaire is <https://egvplan.org.uk/index.php/july-questionnaire/>

For those who have, again thank you, but can you try and persuade your friends and neighbours, husbands and wives to do so?

To make things easier, directly after receiving this e mail we will send you a second e mail that you could simply forward to any of your friends in the Area if you wish. You don't have to use it of course, but we thought it might save you time.

Thank you in advance for your help, it is much appreciated, and will make a difference.

Regards, [REDACTED] the Forum Steering Committee.

For those who have responded to the Questionnaire;

From the EGV Forum Steering Committee

Title ; Englefield Green Village Forum Questionnaire

We are writing to you as a respondent to our Residents Questionnaire firstly to thank you for doing so, and secondly to ask of you a big favour.

We would like you to ask as many of your friends and neighbours to do as you did, and complete the questionnaire.

With Covid restrictions, I'm afraid we are struggling to get the message out that this is important and will influence the future development of the village.

The response to date represents about 1% of the Area population, so anything you can do to up this number would be immensely helpful.

To make things easier, directly after receiving this e mail we will send you a second e mail that you could simply forward to any of your friends in the Area if you wish. You don't have to use it of course, but we thought it might save you time.

Thank you in advance for your help, it is much appreciated, and will make a difference.

Regards, [REDACTED] the Forum Steering Committee.

2nd e mail

Title; Englefield Green Village Forum Questionnaire

I have been asked to forward this e mail to you by the Englefield Green Village Forum Steering Committee to ask if you would spare 10 minutes to complete the questionnaire on their website at <https://egvplan.org.uk/index.php/july-questionnaire/> (Just click on the link to go there).

The EGV Forum is the officially recognised body that will produce a Plan for the next 15 or so years of development in the EG Area. the Plan will be based on the wants and needs of the residents and workers in the Area, and will become an official document that the Council Planners will have to take into account when making decisions on planning matters in the Area.

It is therefore important that as many people as possible complete the questionnaire, which is designed to elicit your views on what matters most, and will form the basis of the Plan.

You can find out more at www.egvplan.org.uk

If you could forward this e mail onwards to as many of your friends in the Area as possible, it would be much appreciated.

Best wishes,

On behalf of the Englefield Green Village Forum Steering Committee

12/8/20

Dear EGVRA member,

For those who have responded to the Forum questionnaire, many thanks, your input is extremely helpful.

Unfortunately so far only 30 of you have done so out of a total EGRA membership of over 650.

I am sure you have heard the housing minister, Robert Jenrick, saying he plans to 'simplify' the planning rules, so that in designated areas 'anything' can be built (without local planning permission) as long as it follows some basic rules called 'design codes'. The Forum is co-incidentally working on producing local 'design codes' so our work is very relevant to what may shortly be happening nationally.

However, without your input we will not produce a Plan and not have 'design codes' to act as the basis for any further development in our Area.

TO THOSE WHO HAVE RESPONDED, AGAIN, MANY THANKS, BUT TO THOSE STILL THINKING OF DOING SO PLEASE ACT NOW!

The future of your village is literally in your hands, so please **CLICK HERE** to go to the questionnaire and complete it and get your friends and neighbours to do so as well.

Thank you!

Mike Kelly, Chair, on behalf of the EGV Forum Steering Committee

Chairman Report to Forum Members

Annual General Meeting, June 30th, 2020

Steering Committee Chairman's Report

The Englefield Green Village Neighbourhood Forum was approved on the 13th November 2019 by Runnymede Council, and the first meeting calling for volunteers was held on the 9th December 2019.

In January 2020, a Steering Committee of volunteers was formed to undertake the considerable work necessary to create a Plan for the Area, and plans were drawn up for a series of presentations to residents over the period March to July.

Unfortunately, Covid 19 disrupted all of our lives, including the work of the Committee, leading to a cancellation of all future face to face events, and a complete re think as to how we were going to proceed in these unprecedented times.

The result is that we have re vamped the web site (www.egvplan.org.uk) so that we can now issue surveys and questionnaires to Forum members securely, on the basis that the web site and e mail will regrettably be our main form of communication. In the very near future we will be e mailing you with some basic questions about what you think would improve the Area and what you want us to include in the Plan.

At the same time we have accelerated the research we are undertaking. It may seem that we could simply draft up a list of rules as a result of what we all like and dislike about our Area, but this is, unfortunately, is not so if it is to be approved by the Planning Inspectorate and brought into law.

Firstly, any rule (or 'Policy' as it is called in planning language) must be supported by reasoned argument based on research ('evidence base'). For example, the History of the Area will reveal how the important elements of our Area developed, and thus may provide support for a rule restricting the type of development allowed in certain places.

At the moment, Committee Members are working on researching the History of the Area, the Demography, the Businesses we have here and what they want to improve footfall, the Social amenities and what they lack, and the Housing stock and what is missing (involving a complete survey of every area of the Neighbourhood and an analysis of what is there).

Future research will be required on the green areas of the Neighbourhood, where they can be improved or need protection, trees and their protection, potential housing site, and a wish list of Neighbourhood Infrastructure and Community Projects that will require funding from the Community Infrastructure Fund or elsewhere. Further research will also be necessary as we receive your ideas and need to validate them.

As you can imagine, the Committee is working hard to undertake these tasks. Why not get Consultants in to do the work, you may ask? Well, it would be great if we could, but the grants given to Neighbourhood Forums are small in comparison to the costs of Consultants, and we only have enough funds to employ Consultant Planners at the later end of our researches to help us formulate the Plan itself and put it into the correct language and form.

So it's up to us, and if we are to get things done in a reasonable time we need more volunteers. The Steering Committee is only seven strong, and there is much to do. If you feel like getting involved please please contact us at egvforum@gmail.com or directly to me at mikefkelly47@gmail.com

If you know of someone who has not joined the Forum yet, then direct them to www.egvplan.org.uk where they can join via the 'Have Your Say' page. There is no obligation to do anything if you join, but it will keep them informed as to what is happening, either through newsletters or the website and allow them to express their views.

Finally, I wish you all the very best in this difficult time and hope that despite the disruption and worry caused by Covid 19 that you are keeping well and safe.

Regards,

A black rectangular box used to redact the signature of the sender.

Chair, Englefield Green Village Neighbourhood Forum

Chairman's Report
Annual General Meeting
29th July 2021

When I reported our progress at our first AGM in June 2020, it was only just over six months since the Englefield Green Village Forum had been formed, and your Steering Committee had spent much of that time understanding what was required of them and how they were going to go about it. An added complication was the restrictions caused by the Covid Epidemic and the need to adopt our communication processes to do everything electronically rather than face to face.

I am pleased to report that much useful work has now been undertaken, both by individual Committee Members, the Committee as a whole, and by Consultants that we have employed.

Firstly, a reminder of what the Neighbourhood Plan can include. Plan Policies can include provisions that proposers of new building works must follow if they want to gain Planning Permission. They can also be used to allocate housing and determine the mix of housing types, to strengthen environmental conditions and further protect our heritage. They must be a positive extension of and/or not conflict with the Planning Policies of Runnymede Borough Council. We are also able to include Advisories on aspects in the public domain, such as traffic management or enhancement of public areas. Whilst Policies must be complied with as an extension of the Planning Policies of Runnymede Borough Council, Advisories carry no weight other than to express the wishes of the residents.

All Policies must be supported by justification for their inclusion, and that is where most of our efforts have been concentrated.

On our website last year, we launched both a Residents and a Business Questionnaire, which we advertised on posters and banners throughout the Area and by two leaflet drops to all residential and business addresses. We also made provision for those without the internet to complete a paper version of the resident's questionnaire. These questionnaires were closed on the 7th of June this year, and I am pleased to say we received nearly 400 responses. Your replies will form the basis and main justification for the Policies we will be proposing.

We have produced a study of the Demographics of the Area, which will inform on such things as housing mix requirements.

The history of the Area has been researched, indicating how, where and when our communities developed, and informing us on enhancing and preserving our heritage. A survey of our non-heritage sites is also under way.

We have undertaken a photographic survey of the Area, compiling a library of over 1000 photos all with identifiable locations, and are currently in the final stages of producing a summary report. This will provide evidence of the dominant character of zones within our Area and support relevant Policies and the Design Codes.

AECOM, a consultancy company, has produced for us a set of Design Codes specifically tailored to our Area. These will guide developers in respect of building design in terms of style, relationship to surrounding buildings and such, and will hopefully lead to a higher quality in the design and architecture of new buildings in our Area.

Towards the end of last year, with interim results of our questionnaire being available, we were able to see the trend in what matters most to residents. We produced a very preliminary outline of the Plan and sought the advice of a Planning Specialist on its context and style. As a result of his comments and advice, we subsequently appointed Sally Chapman Planning Consultants to advise us further and to assist in writing the Plan and steering us through the examination and approvals process.

We have engaged the Surrey Wildlife Trust to study our Area and make recommendations in respect of identifying and enhancing green infrastructure within the urban area and to make recommendations regarding protections and enhancement of the natural environment throughout our Area.

We have applied to Locality (the body in charge of overseeing Neighbourhood Plan development) for technical assistance in respect of producing a plan to develop the centre of Englefield Green Village, strengthening its identity as a destination (a process currently known as ‘Placemaking’)

The Committee meets monthly, by video, to progress matters, and the minutes can be found on the Forum website www.egvplan.org.uk

Finally, we have arranged to have two Open Sessions, at The Forrest Estate Community Hub, Larchwood Drive, on the 4th of September, and at The Village Centre, Victoria Street on the 11th of September. Both sessions will run from 10am to 4pm and will have displays of the work done to date and Steering Committee members available to answer questions.

We look forward to seeing you there!

 Chair, Steering Committee, Englefield Green Village Forum

Record of Correspondence
with
Royal Holloway University of London

Record of correspondence with RHUL

No	Date of letter/ e-mail	Subject	Date of response	Outcome
1.	Action point arising from the Neighbourhood Forum; Royal Holloway & Runnymede Consultative Group meeting on 1 July 2019	Neighbourhood Forum	9 August 2019 Letter fm [REDACTED] (RHUL) (copy attached)	Neighbourhood Forum – supportive of the principle of a Neighbourhood Forum but not seeking to becoming a member itself
2.	2 March 2020 fm [REDACTED] (EGVNF)	How to communicate with staff and students at RHUL	3 March 2020 fm [REDACTED] (RHUL)	Suggest including something in staff/student newsletters, on the intranet and perhaps in the Community Matters newsletter. [REDACTED] (Estate Comms Manager) will follow this up with you shortly.
3.	24 April 2020 fm [REDACTED] (EGVNF)	Follow up to item 2. ([REDACTED] left RHUL)	12 May 2020 [REDACTED] [REDACTED] (RHUL)	Happy to include a short article in both the staff and student newsletters. Will send you a draft.
4.	13 May 2020 fm [REDACTED] (EGVNF)	[REDACTED] has now taken over my role and will contact you shortly		
5.	27 July 2020 fm [REDACTED] (EGVNF)	To discuss how to draw questionnaire to staff and students attention and separately a request for info on demographics		

6.	30 July 2020 fm [REDACTED] (EGVNF)	Phoned [REDACTED] [REDACTED] and left message on mobile re: item 5		
7.	19 August 2020 fm [REDACTED] (EGVNF)	Phoned [REDACTED] [REDACTED] at office and left message re: item 5		
8.	21 September 2020 fm [REDACTED] (EGVNF)	Phoned [REDACTED] [REDACTED] at office and left message re: item 5		
9.	21 September 2020 fm [REDACTED] (EGVNF)	Phoned main switchboard, then searched web site which gave me Marketing and Comms telephone number which I phoned and left message.	21 September 2020 fm [REDACTED] [REDACTED] (RHUL)	[REDACTED] returned my call and requested sight of my original e- mail to [REDACTED].
10.	21 September 2020 fm [REDACTED] (EGVNF)	Copy of original e- mail to [REDACTED] [REDACTED] of 27 July sent to [REDACTED] [REDACTED]	23 September 2020 fm [REDACTED] [REDACTED] (RHUL)	"I can confirm that you will receive a response soon"
11.	14 October 2020 Fm [REDACTED] (EGVNF)	Still haven't heard anything!	14 October 2020 fm [REDACTED] [REDACTED] (RHUL)	"I have forwarded to a colleague who is looking into this"
12.			20 October 2020 fm [REDACTED] [REDACTED] (RHUL)	As time has elapsed do you still require the demographic info? If Yes, we need clarification regarding some of the questions

13.	21 October 2020 fm [REDACTED] (EGVNF)	"Yes, I can confirm that the demographics info is required. Please let me know the points which require clarification".	21 October 2020 fm [REDACTED] [REDACTED] (RHUL)	Response detailing the clarification required.
14.	21 October 2020 fm [REDACTED] (EGVNF)	Details provided of the points which required clarification.	27 October 2020 fm [REDACTED] [REDACTED] (RHUL)	We will proceed with processing your request as a FOI and will provide a response by 18 November
15.			28 October 2020 fm [REDACTED] (RHUL) (this response is in respect of item 5) (copy of letter attached)	Letter from [REDACTED] dated 21 October "We want to be true as possible to the original commitment from the university to support the principle of the neighbourhood plan. As such we will place a news story on our student and staff intranets enabling those who are resident in Englefield green to respond to the questionnaire should they wish to as local residents, rather than as representatives of the university."
16.	30 October 2020 fm [REDACTED] (EGVNF)	Request to put up banners, posters on noticeboards and leave leaflets in strategic places.		
17.			18 November 2020 fm [REDACTED] [REDACTED] (RHUL)	Answers to FOI provided plus if in the light of the answers you wish to amend request please do so.
18.	19 November 2020 fm [REDACTED] (EGVNF)	Request to complete spreadsheet	20 November 2020 fm [REDACTED] [REDACTED]	We will process your request as a FOI and provide a response by 30 December.

			(RHUL)	
19.			17 December 2020 fm [REDACTED] [REDACTED] (RHUL)	FOI response completed
20.	15 January 2021 fm [REDACTED] (EGVNF)	E-mail to [REDACTED] [REDACTED] chasing response to item 16.	15 January 2021 fm [REDACTED] (RHUL)	Request declined. Not usual policy for University policy to host posters from external organisations.
21.	1 February 2021 fm [REDACTED] (EGVNF)	Request to include draft text on intranet.	3 February 2021 fm [REDACTED] (RHUL)	Request declined but able to help and include a link to questionnaire and brief context to the purpose on intranet.
22.	8 February 2021 fm [REDACTED] (EGVNF)	If it not possible to include the whole document on the intranet could something along the following lines be included: <i>"We are particularly interested to gather views from RHUL students and staff about the route you take to work, the places you park your car, the availability of public transport, the availability of cycle paths, shops, the environment and the availability of leisure and social</i>	10 February 2021 fm [REDACTED] (RHUL)	Request declined with reference back to original agreement and the fact that whilst the university "supported the principles of the neighbourhood plan (NP) it did not wish to be formally part of the NP management structure".

		<i>amenities in the Englefield Green area”.</i>		
23.	19 April 2021 fm [REDACTED] (EGVNF)	Request to contact President of the Students Union ([REDACTED]) to seek her assistance in requesting students to complete the questionnaire and in particular from students who are resident in Englefield Green	19 April 2021 fm [REDACTED] (RHUL)	Two screen shots from RHUL staff and student intranet enclosed. Awaiting response to request to make direct contact with the President of the Students Union.
24.	28 April 2021 fm [REDACTED] (EGVNF)	Chasing update on the proposal to contact the President of the Students Union		
25.	16 May 2021 fm [REDACTED] (EGVNF)	Again chasing update on the proposal to contact the President of the Students Union. Time is running short (closing date for the questionnaire is 7 June)	19 May 2021 fm [REDACTED] (RHUL)	Request declined but a section was added to newsletter which was sent out to all students on 14 May.

Extract from Student Union on line magazine, RHUL. 9th May 2021



8. Englefield Green Consultation @ Online - Monday 7 June

The Englefield Green Village Forum wants students and staff who live in the village to have their say about how Englefield Green should change and develop over the next 10-15 years. In order to have your voices heard, the Englefield Green Village Forum is asking all residents to fill out [this survey](#). The survey will gather views on the local area including public transport and amenities such as shops and leisure facilities. [Find out more...](#)

Letters from RHUL





Royal Holloway
University of London
Egham, Surrey
TW20 0EX

Director of Estates

The Estates Department
+44 (0)1784 276756
Michael.berry@rhul.ac.uk
www.royalholloway.ac.uk

21st October 2020

Dear [REDACTED]

Re. Englefield Green Village Forum

Thank you for your e-mail with respect to potential student and staff engagement with the emergent Englefield Green Neighbourhood Plan.

We want to be as true as possible to the original commitment from the university to support the principle of the neighbourhood plan. As such, we will place a news story on our student and staff intranets enabling those who are resident in Englefield Green to respond to the questionnaire should they wish to as local residents, rather than as representatives of the university.

This supports the principle agreed with the leader of the neighbourhood planning process at its commencement. As an aside, the university does receive updates on the progress of the neighbourhood plan as part of its Royal Holloway and Runnymede Consultative Group meetings held quarterly on campus to which the resident associations, local Councillors and other appropriate stakeholders are present.

With respect to the demographic data, you can find our publicly available facts and figures [here](#). The next update on our student numbers will be in January 2021. The additional questions have been passed to our [Freedom of Information \(FOI\)](#) team who will respond to you directly.

Notwithstanding the uncertainties of the current pandemic, we remain supportive to the positive principles of neighbourhood planning and will continue to do what it can to assist in a positive outcome for all involved in the process.

Yours Sincerely

[REDACTED]

[REDACTED]

**Report on Correspondence with Residents, Businesses and
Statutory Authorities**
during
Regulation 14 Consultation

Report on Reg 14 Consultation Communications

The dates set for the Regulation 14 consultation were the 12th September 2022 to the 23rd October 2022, a seven week period.

Prior to the start of the period the following was prepared;

- 1) 5 x 2m long banners advertising the consultation
- 2) 500 leaflets advertising the consultation.
- 3) 2 copies of all the documentation, including the Neighbourhood Plan and all ancillary documents
- 4) 4 copies of the Neighbourhood Plan and the Design Codes.
- 5) Agreement with 6 locations that they would host a display of hard copies of the documentation throughout the Consultation period.
- 6) A complete set of all the documentation posted on the Englefield Green Village Forum web site with clear directions as to how to access it and an electronic form for comments which, when completed, automatically fed into a spread sheet.
- 7) A draft e mail advertising the consultation and directing recipients to the website and the 6 locations where hard copies could be found.
- 8) A draft e mail to all businesses and to Statutory Authorities advertising the consultation and directing recipients to the website and the 6 locations where hard copies could be found.

Copies of the banners, leaflets, typical e mails and a picture of a typical hard copy set up can be found in Appendix 3.

On the 12th September we;

- 1) Put out the banners in strategic locations around the Area, at road junctions and in front of shops etc
- 2) Laid out the 6 'hard copy' locations. These were at The Village Centre (Central Village Hall with coffee shop open each day), The Hub (a community centre in a large housing estate), St Judes Junior School, St Judes Church, Genevieve's Gallery (a popular gift shop and childrens pottery), and St Judes Church.
Each 'station' had a copy of the Neighbourhood Plan and a copy of the Design Codes, plus hard copies of the blank comments form and a box to post comments into.
The Village Centre and The Hub each had a full set of hard copies of the documents (as published on the web site).
- 3) Sent out e mails to all members of EGRVA (650 no) and Forum members (approx. 250 members, though there may be some duplications with EGVRA), posted advertisements on 'The Greenies' Facebook page (approx. 3000 members) and on Next Door (number unknown).

On the 1st October, we held a question and answer session at The Hub, at which about 10 people attended.

On the 2nd October we held a question and answer session at The Village Centre, at which about 15 people attended.

(Both the Q & A sessions were advertised by e mail, The Greenies and Next Door).

On the 23rd October, the Royal Mail delivered leaflets to all households in the Neighbourhood Area.

We found that it was impossible to send out notification to all the Statutory Authorities and Businesses on the 12th September, as we had an incomplete and inaccurate list and contact details.

56 Statutory Bodies or similar institutions and 54 local businesses were contacted by e mail or, if there was no acknowledgement, by letter. This process took until the 23rd September, and in order to give them 6 weeks to respond, the Reg 14 consultation period was extended until the 6th November (and this extension was noted in the e mails and letters sent out to the Statutory Bodies and Businesses).

The extension was then notified to Residents via e mail, Greenies and Next Door, an 'extended to' sticker on the banners, and revised flyers left at the 'hard copy' stations.

At the close of the consultation, responses had been received from 11 statutory authorities, 66 residents and 1 business.

Appendix 1- Questionnaire



ENGLEFIELD GREEN VILLAGE NEIGHBOURHOOD PLAN
RESIDENTS AND BUSINESS QUESTIONNAIRES
RESULTS and ANALYSIS

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Residents Questionnaire Responses (including Postal Responses)

Introduction

The questionnaire was accessed via the Englefield Green Neighbourhood Plan Website and was advertised to the local community using

1. Posters and banners which were displayed around Englefield Green for over 6 months.
2. A flyer was delivered to each household in Englefield Green asking people to complete the questionnaire
3. Adverts were also posted onto the Englefield Greenies facebook page and the RBC website
4. Paper copies of the questionnaire were also held at Genevieve's shop in Englefield Green for people with no access to the internet

The Questionnaire received 373 responses. 99% of the respondents are residents of Englefield Green. 58% are working and of those 72% work locally or nearby with 28% working some distance away.

The 95% of respondents are using a car for some of their journeys and 70% are also walking, with only 11% using a bus service and 29% using the trains.

Walking and Cycling are popular activities in the area with 94% of respondents enjoying the lanes, footpaths and green areas of the village.

Analysis of Results

The most important thing for residents is to improve the environment in which they live.

The majority of respondents (94%) stated they enjoyed the lanes, footpaths and environs around the village of Englefield Green and would not like to see these changed. This strong preference for retaining or enhancing the countryside around and within the village was further strengthened by a wish to retain and enhance green spaces in the village (87%), for no further development on the Green Belt (79%), reduced road speeds rather than road widening on the country lanes ((73%), tree planting on green areas within the village or their improvement for recreational purposes (72%), and trees and flower beds along St Judes Road (68%).

The theme continued in the 50% to 70% bracket with residents wanting to encourage wild life in the countryside, measures to assist walking and cycling, more green areas within the urban landscape where possible, more TPOs, vehicular speed reductions to increase safety and reduce pollution. 7% currently use a bike for local journeys. 42% found the roads dangerous for bikes etc., and only 11% found the provision for cycling adequate at present. On the other hand only 19% said they

would start using a bike, electric bike or similar if the roads were made more user friendly.

On improving the village of Englefield Green, Residents want a long term traffic and parking plan designed to alleviate the village of Englefield Green of ever increasing traffic (77%), a long term Master Plan to ensure the village is developed consistently with proper amenities, a proper centre, and a well-defined identity (73%), Design Codes to ensure consistency and harmony in new developments ((62%), and time limited free parking in the Victoria Road Car Park. (73%). Only 6% said a Master Plan for the village was not necessary.

Slightly lower on the list, but still very important, our residents thought RHUL should do a lot more to control aspects of their business where it affects residents.

RHUL should take a more active role in ensuring students do not park in the village when visiting Campus and those in Campus residences should either have parking spaces or be banned from having cars (72%), They should invest in more parking on their main campus and reduce parking facilities on the village (North) side of the A30 (69%), further developments on the village side should be designed to be in sympathy with the village (69%), and there should be no further purpose built student accommodation (both private and RHUL) on the village (North) of the A30.(70%). 38%, however, thought RHUL is or should be an integral part of the village.

In respect of business, residents were keen to make our shopping area more obvious (55%), to see students resident in the village use the shopping facilities in the village rather than on Campus (61%) and encourage spin off shopping, eating and entertaining from passing visitors to local attractions (50%).

At the other end of the scale, only 1% of residents want more Green Belt used for housing, and think things are fine as they are. 3% would like more houses build than those planned by RBC.

Residents seemed to have few opinions on the type and size of houses and flats they would like to see built and whether some should be affordable.

At 25% residents would like to see more allotments, and a residents parking system. Given that not all residents are keen gardeners, and not all live in areas that are affected by parking congestion, this is possibly a significant number.

Most of the remaining numbers lie in the 20% to 50% bracket, indicating a medium strength of feeling. This includes whether there should be a purpose built new village hall with the existing ones turned into flats, whether the doctors surgery is adequate, whether there should be more provision for various age groups.

All Questionnaire Responses

Individuals Status	Total
Resident	374
Worker	2
TOTAL	376

If you are employed, do you	Total
work in the area	83
work in a nearby area	85
work a distance away	66
TOTAL	234

Transport	Total
Car	360
Bus	43
Bicycle	84
On Foot	263
Train	107
Taxi	25
Aeroplane	16

I am	Total
At School	4
a university student	4
working	218
homemaker	20
retired	123
seeking work	7
TOTAL	376

Englefield Green Village

Respondents were asked when they think of the Village which statements, they agreed with (respondents were able to select as many statements as they wished)

When you think of the village, which of these statements do you agree with	Total
The village has no proper centre to it and I don't think it matters to keep the separate identity of the village	23
The village has a centre but I think it needs better defining to retain the villages' separate identity	183
The village is no longer a village at all but a series of housing estates and suburbs joined to Egham.	64
The village needs a long-term master plan to ensure it is developed consistently with proper amenities, a proper centre and a well-defined identity.	274
There are public Green Areas within the village and these should be kept and, where possible, increased and developed to provide amenity space for residents and/or havens for wildlife.	325

Some of the Green Areas within the village should be built on, to help provide more housing	4
Royal Holloway University of London (RHUL) is, or should be, an integral part of the village and long-term planning should take this into account	142
RHUL is a separate entity and the village should have its own identity separate from RHUL	186
We need a long-term traffic and parking plan designed to relieve us of the ever-increasing vehicular load on the village	286
We don't need a Master Plan for the Village. Things are fine as they are, possibly with a few extra policies and aspirations.	18

Surrounding Area

Thinking of the surrounding area respondents were asked which of the following statements they agreed with (respondents were able to select as many statements as they wished)

Surrounding area	
I think enough development has taken place in the Green Belt around the village, and I would be opposed to more	295
I think more areas of the Green Belt should be taken for Housing	4
I enjoy the lanes, footpaths, hedges, trees in the area surrounding the village and would not like to see any of that eroded or destroyed	351

Houses and Buildings

Thinking of the village respondents were asked which of the following statements they agreed with (respondents were able to select as many statements as they wished)

Housing and Buildings	
I think anyone should be allowed to build anything anywhere provided they follow the planning rules and obtain planning permission from Runnymede Borough Council (RBC).	21
I would like to see more houses than those planned by RBC built in the village.	12
I think that those planned by RBC are the maximum we should have	165
I think that there should be more purpose-built student accommodation built in the village (note; current Planning rules do not require Student accommodation to make provision for parking)	12
I think there is enough purpose built student accommodation in the village, and no more should be allowed	262
I think that the maximum number of new houses should be affordable housing (affordable housing is housing that is either rented out or sold by a housing	72

association at below market rates, and is usually built within a development as part of a developers agreement with the Council, and sold to the housing association at below market rates)	
I think RBC should provide council housing	71
I think we should encourage the building of 3 bedroom homes for families	132
I think we should build more flats for couples and singles	46
I think we should have design codes for the Area, with recommended height, type and style of any development such that it is in harmony with its surroundings	231
I don't mind when large houses are expanded or replaced with another large house as long as they follow the current planning rules	180
I think that expanding and replacing large houses is a wasted opportunity to provide flats, as long as they follow the current planning rules	13
RHUL own a substantial piece of land along the village (north) side of the A30 that they will wish to re develop in the near future. I would like to see building in this area designed to be in sympathy with the village they sit alongside	256
In respect of the RHUL land mentioned above, I would like to ensure the purpose of the buildings they choose to put on that land minimises the need for pedestrian movement across the A30.	119
In respect of the land mentioned above, I don't mind what they build on it provided it follows the current planning rules	30
I don't like new houses being built in between or in the garden of existing houses where it significantly increases the density of housing in the area, or significantly changes the character of the area	205
I don't mind where new houses are built as long as they follow the planning rules	36

Transport and Roads

Respondents were asked which of the following statements they agreed with (respondents were able to select as many statements as they wished)

Transport and roads	
I rarely or never use bus services	264
I use bus services and think their frequency and destinations satisfy my needs	39
I use bus services but think they are inadequate or inconvenient and would like to see improvements	38
I find the road or cycle track provision for bikes is inadequate and/or dangerous, and there should be provision for cycle storage/ cycle racks at locations most frequently visited, like the shopping area.	155
I find the road or cycle track provision for bikes is adequate.	42
I use a bike, an electric bike or electric scooter to do most of my local journeys	25
I will probably use a bike, an electric bike or electric scooter to do most of my local journeys if provisions are made to the road/ footpath network to make it safer and convenient	71
I use my car for most journeys	247

I would like to have a residents parking system for my road/ area even if there is a small yearly charge	94
In the narrower streets in the village, I would like to see one way systems to relieve congestion.	131
I would like to see speed limit reductions wherever the current limit is too high for safety and environmental reasons	214
I would like to see means to reduce through traffic down St Judes Road	141
I like the country lanes around the village and do not want to see them widened, rather that the increased traffic on them is restricted by sensible speed limits and the management of parking	271
The public car park in Victoria Street should be free but restricted to 2 hours for shoppers	273
I would like to see electric car charging points in the village	145
RHUL should invest in substantially more parking facilities on their main campus on the south side of the A30, and reduce parking facilities on the North side of the A30	257
RHUL should take a much more active role in ensuring that student's resident outside the village do not park in the village when visiting the Campus, and ensuring students residing on campus either have parking spaces allocated or are banned from having a car.	269
RHUL student buses perform a very useful function, but considering some of the streets they go down they should all be single-deckers	106

Environment and Leisure

In the village itself there are publicly owned and Crown owned green areas, some of which are already enjoyed by residents but many are just expanses of grass.

Respondents were asked which of the following statements they agreed with (respondents were able to select as many statements as they wished)

Environment and Leisure	
I would like to see as many green areas in the village planted with trees and/ or with provision for recreation and leisure so that residents can enjoy them	269
I would like to see as many public areas as is practically possible converted to green areas	223
Where practical, I would like to see trees and flower beds planted along St Judes Road and possibly along other roads	255
I would like more allotments	92
I would like more playing fields	68
I would like more leisure facilities established in the village	153
I would like to see more tree preservation orders in our rural areas	221
I think that Landowners should be encouraged to increase wildlife on their land and help the environment by planting trees and so on.	232
I would like to see speed limit reductions and the provision of facilities and measures that encourage people to walk, bike or bus to help reduce pollution.	227

I would like better access and interaction on leisure and entertainment with RHUL	157
I think things are fine as they are	11
I would like to see front gardens and house frontages properly maintained and provision for bin storage improved, particularly where there are absentee landlords	253

Social Amenities

Respondents were asked which of the following statements they agreed with (respondents were able to select as many statements as they wished)

Social Amenities	
I think the doctor's surgery is inadequate and they should move to a new purpose built building	165
I think there should be more provision for children's play areas	148
I think there should be more provision for younger people	158
I think there should be more provision for older people	102
I think that there should be more events bringing the residents together	218
I think we should aspire to a brand new multi purpose facility (hall, surgery café etc) and convert some of the existing halls to flats	101

Businesses and Shops

Respondents were asked which of the following statements they agreed with (respondents were able to select as many statements as they wished)

Businesses and Shops	
We need to encourage students living in the village to use the shops in the village rather than those on the RHUL campus	226
We need to make our shopping area more obvious and easier to access by passers by	205
We need to encourage spin off shopping, eating and entertaining from visitors to the regional and national attractions and monuments in our area	186
We need to promote the village as a destination rather than somewhere to pass through on the way to somewhere else	165
We don't need any of the above- let Egham be the shopping centre and let shops here close.	18
We need to plan for an industrial area and attract high end high tech high value industries	18
We need to encourage the building of work/ live units to encourage working from home	62

All Questionnaire responses sorted to show the most often selected answers first.

When you think of the village, which of these statements do you agree with	Total	% respondents agreeing with statement
I enjoy the lanes, footpaths, hedges, trees in the area surrounding the village and would not like to see any of that eroded or destroyed	351	94%
There are public Green Areas within the village and these should be kept and, where possible, increased and developed to provide amenity space for residents and/or havens for wildlife.	325	87%
I think enough development has taken place in the Green Belt around the village, and I would be opposed to more	295	79%
We need a long-term traffic and parking plan designed to relieve us of the ever-increasing vehicular load on the village	286	77%
The village needs a long-term master plan to ensure it is developed consistently with proper amenities, a proper centre and a well-defined identity.	274	73%
The public car park in Victoria Street should be free but restricted to 2 hours for shoppers	273	73%
I like the country lanes around the village and do not want to see them widened, rather that the increased traffic on them is restricted by sensible speed limits and the management of parking	271	73%
RHUL should take a much more active role in ensuring that student's resident outside the village do not park in the village when visiting the Campus, and ensuring students residing on campus either have parking spaces allocated or are banned from having a car.	269	72%
I would like to see as many green areas in the village planted with trees and/ or with provision for recreation and leisure so that residents can enjoy them	269	72%
I rarely or never use bus services	264	71%
I think there is enough purpose built student accommodation in the village, and no more should be allowed	262	70%
RHUL should invest in substantially more parking facilities on their main campus on the south side of the A30, and reduce parking facilities on the North side of the A30	257	69%
RHUL own a substantial piece of land along the village (north) side of the A30 that they will wish to re develop in the near future. I would like to see building in this area designed to be in sympathy with the village they sit alongside	256	69%
Where practical, I would like to see trees and flower beds planted along St Judes Road and possibly along other roads	255	68%

I would like to see front gardens and house frontages properly maintained and provision for bin storage improved, particularly where there are absentee landlords	253	68%
I use my car for most journeys	247	66%
I think that Landowners should be encouraged to increase wildlife on their land and help the environment by planting trees and so on.	232	62%
I think we should have design codes for the Area, with recommended height, type and style of any development such that it is in harmony with its surroundings	231	62%
I would like to see speed limit reductions and the provision of facilities and measures that encourage people to walk, bike or bus to help reduce pollution.	227	61%
We need to encourage students living in the village to use the shops in the village rather than those on the RHUL campus	226	61%
I would like to see as many public areas as is practically possible converted to green areas	223	60%
I would like to see more tree preservation orders in our rural areas	221	59%
I think that there should be more events bringing the residents together	218	58%
I would like to see speed limit reductions wherever the current limit is too high for safety and environmental reasons	214	57%
I don't like new houses being built in between or in the garden of existing houses where it significantly increases the density of housing in the area, or significantly changes the character of the area	205	55%
We need to make our shopping area more obvious and easier to access by passers by	205	55%
RHUL is a separate entity and the village should have its own identity separate from RHUL	186	50%
We need to encourage spin off shopping, eating and entertaining from visitors to the regional and national attractions and monuments in our area	186	50%
The village has a centre but I think it needs better defining to retain the villages' separate identity	183	49%
I don't mind when large houses are expanded or replaced with another large house as long as they follow the current planning rules	180	48%
I think that those planned by RBC are the maximum we should have	165	44%
I think the doctor's surgery is inadequate and they should move to a new purpose built building	165	44%
We need to promote the village as a destination rather than somewhere to pass through on the way to somewhere else	165	44%

I think there should be more provision for younger people	158	42%
I would like better access and interaction on leisure and entertainment with RHUL	157	42%
I find the road or cycle track provision for bikes is inadequate and/or dangerous, and there should be provision for cycle storage/ cycle racks at locations most frequently visited, like the shopping area.	155	42%
I would like more leisure facilities established in the village	153	41%
I think there should be more provision for children's play areas	148	40%
I would like to see electric car charging points in the village	145	39%
Royal Holloway University of London (RHUL) is, or should be, an integral part of the village and long-term planning should take this into account	142	38%
I would like to see means to reduce through traffic down St Judes Road	141	38%
I think we should encourage the building of 3 bedroom homes for families	132	35%
In the narrower streets in the village, I would like to see one way systems to relieve congestion.	131	35%
In respect of the RHUL land mentioned above, I would like to ensure the purpose of the buildings they choose to put on that land minimises the need for pedestrian movement across the A30.	119	32%
RHUL student buses perform a very useful function, but considering some of the streets they go down they should all be single-deckers	106	28%
I think there should be more provision for older people	102	27%
I think we should aspire to a brand new multi purpose facility (hall, surgery café etc) and convert some of the existing halls to flats	101	27%
I would like to have a residents parking system for my road/ area even if there is a small yearly charge	94	25%
I would like more allotments	92	25%
I think that the maximum number of new houses should be affordable housing (affordable housing is housing that is either rented out or sold by a housing association at below market rates, and is usually built within a development as part of a developers agreement with the Council, and sold to the housing association at below market rates)	72	19%
I think RBC should provide council housing	71	19%
I will probably use a bike, an electric bike or electric scooter to do most of my local journeys if provisions are made to the road/ footpath network to make it safer and convenient	71	19%
I would like more playing fields	68	18%

The village is no longer a village at all but a series of housing estates and suburbs joined to Egham.	64	17%
We need to encourage the building of work/ live units to encourage working from home	62	17%
I think we should build more flats for couples and singles	46	12%
I find the road or cycle track provision for bikes is adequate.	42	11%
I use bus services and think their frequency and destinations satisfy my needs	39	10%
I use bus services but think they are inadequate or inconvenient and would like to see improvements	38	10%
I don't mind where new houses are built as long as they follow the planning rules	36	10%
In respect of the land mentioned above, I don't mind what they build on it provided it follows the current planning rules	30	8%
I use a bike, an electric bike or electric scooter to do most of my local journeys	25	7%
The village has no proper centre to it and I don't think it matters to keep the separate identity of the village	23	6%
I think anyone should be allowed to build anything anywhere provided they follow the planning rules and obtain planning permission from Runnymede Borough Council (RBC).	21	6%
We don't need a Master Plan for the Village. Things are fine as they are, possibly with a few extra policies and aspirations.	18	5%
We don't need any of the above- let Egham be the shopping centre and let shops here close.	18	5%
We need to plan for an industrial area and attract high end high tech high value industries	18	5%
I think that expanding and replacing large houses is a wasted opportunity to provide flats, as long as they follow the current planning rules	13	3%
I would like to see more houses than those planned by RBC built in the village.	12	3%
I think that there should be more purpose-built student accommodation built in the village (note; current Planning rules do not require Student accommodation to make provision for parking)	12	3%
I think things are fine as they are	11	3%
Some of the Green Areas within the village should be built on, to help provide more housing	4	1%
I think more areas of the Green Belt should be taken for Housing	4	1%

Business Questionnaire and Responses

1. Introduction

All known Englefield Green businesses were contacted, around 50 in number. The Business Questionnaire was conducted face to face, with 13 businesses providing feedback. 10 of the responders were owners and 3 were employees. In total, the businesses employ 53 people, with 26 of these resident in Englefield Green. It should be noted that the survey was conducted in quarter 2 of 2020 during the early severe Covid lockdown. This led to some difficulty in obtaining responses.

All businesses stated that the Englefield Green location was important to their business and all are hoping to grow in Englefield Green.

When asked whether the businesses were able to cost effectively fill job vacancies, there were 7 positive responses and 2 negative responses.

When asked “which physical changes do you think would improve your business or business in general” 9 of 13 responded with a ‘Well defined village centre. Better branding of the village’

4 of 13 felt better free parking for them and their customers was important.

4 of 13 felt there should be more opportunities to build shops.

1 out of 13 said making the business rates and rents more competitive compared to surrounding areas.

2 out of 13 said ‘Attracting more passers-by to shop and entertain’ and ‘Persuading more residents to use local facilities’.

When asked to add some points that would help your business and/or other businesses thrive in Englefield Green, 3 responded with ‘Better employee and customer parking’, 1 responded with ‘Free parking’ and 1 responded with ‘Better Branding’

2. Questionnaire and Analysis

	Questions	Answers	% Agreed
1	Are you an Owner/Employee	Owner/Employee	77/23%
2	How many people are employed in your business	1..9, with a total of 53 employed, across all businesses	

3	How many employees live in the Englefield Green Village Forum Area	26	49%
4	Is being in this location important	yes	100%
5	Are you hoping to grow your business here: Yes/No	2/1	92/8%
6	Are you able to fill job vacancies easily and cost effectively? Yes/No/Not Applicable	7/2/4	54/15/31%
7	Which of these following physical changes do you think would improve your business or business in general:		92%
7.1	More opportunities to build shops and/or work/live units	1	7.5%
7.2	Better customer and/or employee parking near your business	3	23%
7.3	Well defined village centre. Better branding of village.	8	60%
8	Which is the better type of on street parking for you and your customers: Free; 1hr Free; 2 hr Free; Metered; NA	4/1/2/4	100%
9	My business would do better if there was a way of:		77%
9.1	Making the business rates and rents more competitive compared to surrounding areas	1	7.5%
9.2	Attracting more passers by to shop and entertain	2	15%
9.3	Persuading more residents to use local facilities	2	15%
9.4	More opportunities to build shops	5	38%
10	Please add some points that would help your business and/or other businesses thrive in Englefield Green:		38%
10.1	Better parking	1	7.5%
10.2	Better employee and customer parking	3	23%
10.3	Better village branding	1	7.5%

Appendix 2

- 1) Letter to households informing them their property is on the proposed NDHA list.
- 2) Letter to three Schools informing them that their playing fields are on the proposed Local Green Spaces (LGSs) list.
- 3) E mail to RBC informing them of the proposed LGSs. NDHA Letter

31st January 2022

To; The Homeowner

If you are the occupier but not the owner, please could you pass this letter to the owner.

Dear Sir/Madam

Englefield Green Neighbourhood Plan – Non-Designated Heritage Assets (NDHA's)

We are writing to you about the Neighbourhood Plan for Englefield Green which is created by the local community through a Neighbourhood Forum and represents the interests of the community in the planning process.

In the process of developing the Neighbourhood Plan for Englefield Green it has become clear that the area has numerous heritage assets. A number of these assets are already statutorily listed or on a local list, but, as part of our appraisal we have identified a large number which are not on either list.

Your building (or row of buildings) has been identified as having a particular historic or architectural character which is of benefit to the appearance of the village, and we have therefore included it in a list of Non-Designated Heritage Assets (NDHA's), which will be appended to the Neighbourhood Plan.

NDHA's are buildings, monuments, sites, places, areas, or landscapes identified as having a degree of heritage significance meriting consideration in planning discussions, but which do not meet the criteria for designated heritage assets.

Being on the list does not provide additional planning controls over those buildings. However, it does recognise their importance, and that their special local architectural character and historic interest should be considered when reviewing planning applications.

If you have any questions about this matter please do not hesitate to contact us before Monday 14th February 2022 either by e-mail to: egvforum@gmail.com or to EGVNP, c/o The Village Centre, 68 Victoria Street, Englefield Green, TW20 0QX, and we will do our best to answer your queries.

Many thanks for your support in keeping Englefield Green such an historic and interesting place.

Yours faithfully

The Englefield Green Neighbourhood Forum Steering Committee

The Englefield Green Neighbourhood Forum is designated by Runnymede Borough Council as the official body that will create the Neighbourhood Plan.

Local Green Spaces Letter (22/2/22)

Dear

You may be aware the Englefield Green Village Forum Steering Committee has been working to create a Neighbourhood Plan to help guide development of our Area (which mainly consists of the two wards of Englefield Green) over the next 15 years or so. Without such a document, the assumption is that all land within the urban area is developable.

Throughout the Plan, our emphasis is, amongst other things, on the preservation and enhancement of the ecology of our urban areas, in accordance with the wishes of our residents, who expressed their views through their response to our questionnaire. As part of the process, we commissioned Surrey Wildlife Trust to study our Area and provide recommendations. A copy of the report can be found at our web site, www.egvplan.org.uk . under the tab 'Steering Committee Research'.

The SWT report recommends that 4 pieces of land within the urban Area be designated 'Local Green Spaces'. One of those areas is the Playing Fields of your school.

It is our intention, in our Neighbourhood Plan, which will be complete in draft form in March/April this year, to follow SWT's recommendations and to designate all four areas. We would stress that this in no way imposes anything on the owners of those areas of land or prejudices its use, rather the designation as Local Green Space is designed to record the importance of the area to the ambience of the village and residents and to act as a marker that will help limit development of such areas for housing. More information can be found in the Government Guideline at [Open space, sports and recreation facilities, public rights of way and local green space - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/444812/open_space_sports_and_recreation_facilities_public_rights_of_way_and_local_green_space_-_GOV.UK.pdf)

We would be grateful therefore if you could inform others responsible for the playing field of this matter, and the purpose of this letter is to make you and others responsible for the playing fields aware of our thinking, and to give you and others an opportunity, in advance of publishing the draft Plan and going out to public consultation, to let us know if you feel that the designation is inappropriate in any way.

You can contact us (preferably) by e-mail to: egvforum@gmail.com or alternatively at EGVNP, c/o EGVRA, The Village Centre, 68 Victoria Street, Englefield Green, TW20 0QX.

Yours sincerely,

The Englefield Green Village Forum Steering Committee.

E mail to RBC concerning LGSs (24/2/22)

Dear [REDACTED]

As part of our research, the Englefield Green Village Forum Steering Committee commissioned Surrey Wildlife Trust to carry out an Ecology Survey of our area, and to make recommendations. Their report can be found on our web site, www.egvplan.org.uk.

One of their recommendations is to designate 4 areas within the urban area of Englefield Green as Local Green Spaces. It is our intention to include these recommendations in our Neighbourhood Plan. These four spaces are;

- 1) St Cuthbert's Junior School Playing Fields
- 2) St Judes Junior School Playing Fields
- 3) St Judes Infant School Playing Fields
- 4) St Judes Church Graveyard.

We have written to the Head Teachers of each of the schools informing them and asking them to consult with relevant parties.

It is rather difficult to find out exactly who is responsible for these spaces, but we know the Graveyard is owned by RBC.

I would be grateful if you could consult with the relevant people in RBC concerning the proposed Graveyard designation, and, if relevant, the other proposals as well.

Copies of the letters sent to the schools are attached.

Regards, [REDACTED]

Liaison with The National Trust

about the following three assets at Runnymede:

- 1. The Jurors' Chairs**
- 2. The Indian Memorial to Magna Carta**
- 3. Writ in Water**

Date of meeting	Date e-mail sent	Date of e-mail response
10 Feb 2022	11 Feb 2022	27 Feb 2022

Appendix 3

Regulation 14 Communication with Residents and businesses

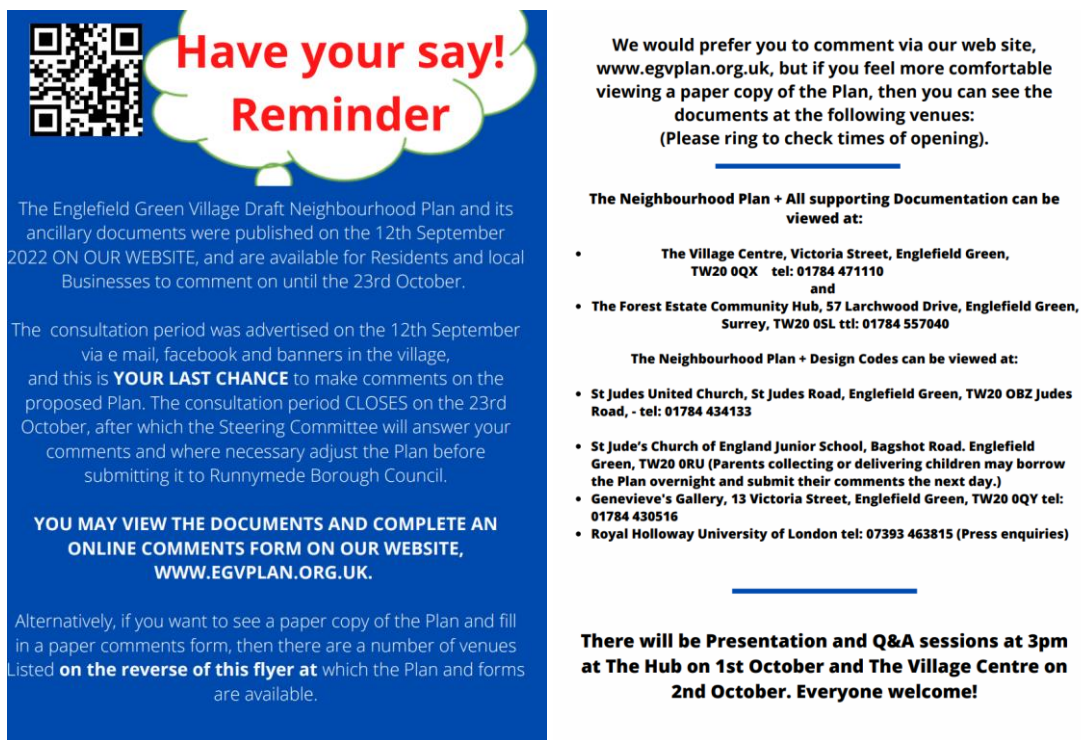
Advertising Examples

Banner



The banner features a blue background. On the left is the EGV Neighbourhood Plan logo. In the center, a white thought bubble contains the text 'Have your say!'. To the right of the bubble is the website address 'www.egvplan.org.uk'. Below these elements, white text on the blue background reads: 'The draft Neighbourhood plan has been published. You can Comment on the Draft Plan at www.egvplan.org.uk until 23rd October Hard copies available to read at The Village Centre and The Hub!'. A QR code is located in the top right corner.

Leaflet drop



The flyer has a blue background. At the top left is a QR code. To its right, a white thought bubble contains the text 'Have your say! Reminder' in red. Below the bubble, white text on the blue background reads: 'The Englefield Green Village Draft Neighbourhood Plan and its ancillary documents were published on the 12th September 2022 ON OUR WEBSITE, and are available for Residents and local Businesses to comment on until the 23rd October. The consultation period was advertised on the 12th September via e mail, facebook and banners in the village, and this is **YOUR LAST CHANCE** to make comments on the proposed Plan. The consultation period CLOSES on the 23rd October, after which the Steering Committee will answer your comments and where necessary adjust the Plan before submitting it to Runnymede Borough Council. **YOU MAY VIEW THE DOCUMENTS AND COMPLETE AN ONLINE COMMENTS FORM ON OUR WEBSITE, WWW.EGVPLAN.ORG.UK.** Alternatively, if you want to see a paper copy of the Plan and fill in a paper comments form, then there are a number of venues Listed **on the reverse of this flyer** at which the Plan and forms are available.

We would prefer you to comment via our web site, www.egvplan.org.uk, but if you feel more comfortable viewing a paper copy of the Plan, then you can see the documents at the following venues: (Please ring to check times of opening).

The Neighbourhood Plan + All supporting Documentation can be viewed at:

- The Village Centre, Victoria Street, Englefield Green, TW20 0QX tel: 01784 471110 and
- The Forest Estate Community Hub, 57 Larchwood Drive, Englefield Green, Surrey, TW20 0SL tll: 01784 557040

The Neighbourhood Plan + Design Codes can be viewed at:

- St Jude's United Church, St Jude's Road, Englefield Green, TW20 0BZ Jude's Road, - tel: 01784 434133
- St Jude's Church of England Junior School, Bagshot Road, Englefield Green, TW20 0RU (Parents collecting or delivering children may borrow the Plan overnight and submit their comments the next day.)
- Genevieve's Gallery, 13 Victoria Street, Englefield Green, TW20 0QY tel: 01784 430516
- Royal Holloway University of London tel: 07393 463815 (Press enquiries)

There will be Presentation and Q&A sessions at 3pm at The Hub on 1st October and The Village Centre on 2nd October. Everyone welcome!

Typical e mail to residents advertising the Reg 14 Consutation

'Have your say!! The draft Neighbourhood Plan is now out for consultation. Any resident or business in Englefield Green can view and comment on the Plan by visiting the web site www.egvplan.org.uk and clicking on the links on the Home page to either access the documents or fill in an on line comments form. The consultation will last until the 23rd October.

Following this consultation and any adjustments resulting from your comments, the Plan will be submitted to Runnymede Borough Council for processing and will eventually become an official part of the Planning Process- so it is important you have a look at it, tell your neighbours to have a look at it, and (hopefully) agree with what has been produced.

The Steering committee will also be holding two face to face sessions at which residents can ask questions. These will be at the Hub between 3pm to 5.0pm on the 1st October and at The Village Centre between 3pm and 5.0pm on the 2nd October. There are also paper copies available for inspection at various places in the village. SEE WEBSITE FOR DETAILS www.egvplan.org.uk. Have your say!!

Mike Kelly, Chair, Steering Committee,
For and on behalf of The Englefield Green Neighbourhood Forum,
c/o EGVRA, The Village Centre, Victoria Street, Englefield Green, TW20 0QX'

The Hub document display



Appendix 4

Tables of Responses to Reg 14 Consultation and actions taken

Note: These responses have been put in pdf format and are also available in on the web site www.egvplan.org.uk and via the links below

(left click and 'open hyperlink')

- 1) **Responses from Residents and Businesses** [Residents-and-business-Reg-14-response.pdf](http://www.egvplan.org.uk/Residents-and-business-Reg-14-response.pdf)
([egvplan.org.uk](http://www.egvplan.org.uk))
- 2) **Response from Surrey County Council** [Reg-16-Surrey-CC-reg-14-response.pdf](http://www.egvplan.org.uk/Reg-16-Surrey-CC-reg-14-response.pdf)
([egvplan.org.uk](http://www.egvplan.org.uk))
- 3) **Response from Runnymede Borough Council** [Reg-16-RBC-Reg-14-response-.pdf](http://www.egvplan.org.uk/Reg-16-RBC-Reg-14-response-.pdf)
([egvplan.org.uk](http://www.egvplan.org.uk))
- 4) **Response from Surrey Wildlife Trust, Historic England, and National Trust** [Reg-16-SWT-HE-NT-reg-14-response.pdf](http://www.egvplan.org.uk/Reg-16-SWT-HE-NT-reg-14-response.pdf) ([egvplan.org.uk](http://www.egvplan.org.uk))