

LOXWOOD COMMUNITY LED PLAN

THE GLASS-HOUSE COMMUNITY LED DESIGN

PROJECT SUPPORT REPORT 2012



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CONTENTS

INTRODUCTION	4
Loxwood Community Led Plan	5
The Glass-House Community Led Design	10
The Enabler - Liz Kessler	11
PROJECT SUPPORT	12
Project Support Programme	13
Workshop one: Walk-about and mapping	15
Workshop two: Everything is connected	18
Workshop three: Applying your knowledge	24
NEXT STEPS	30
APPENDICES	32

INTRODUCTION



INTRODUCTION

LOXWOOD VILLAGE

The village of Loxwood, West Sussex, is located in the northwest of Sussex, close to the border with Surrey. It contains just over 600 houses, a village school, post office with local grocery store, and a small number of other shops including a butcher's, two public houses, two churches, a doctor's surgery, a number of attractive listed buildings and estates dating from the 1950s. The village's main feature, a pond in the centre of the village is privately owned and is obscured and inaccessible. The village is for the most part compact, although it contains outlying settlements including Alford Bars Fitchfold and Roundstreet Common. The central part of the village is situated on the eastern side of the busy B2133 road surrounded by attractive rolling countryside, with the Wey and Arun Canal running east/west at its southern end. The distinction between the built up area and the surrounding open countryside is well defined and there are a

number of footpaths leading directly from the village into the countryside with the canal forming part of a long distance path.

The village has expanded significantly in the last fifty years; it has changed from a village of individual houses set along the main road and secondary roads to one that includes a number of comparatively small scale developments of houses in cul de sacs. It is one of four parishes in the north of the area covered by Chichester District Council (CDC) that are on the edge of, but outside the boundary of, the South Downs National Park. It is under pressure for more housing development especially as so much of the CDC area falls within the national park and so is protected from significant development. The pressure of development has, over a number of years, stimulated residents' concern about retaining the village's special qualities and in ensuring that any development that does take place does so in as sensitive manner





as possible. A Village Design Statement (VDS) was prepared in 2003 to support this. The VDS has clearly influenced subsequent development which has been small in scale and which generally fits well with the existing village.

DEVELOPMENT

The pressure for development is however intensifying; Loxwood is being required to accommodate housing growth and planners from CDC are considering allowing development outside the village Settlement Policy Area and on exception sites. This would enable development on a larger scale leading to more significant change in the village and is raising concerns about changing the village's character and whether the village's infrastructure is adequate. In response to this possible change there is interest in generating a Community-Led Plan (CLP), embedding a slightly revised VDS within it, and potentially joining with

neighbouring villages, most notably Kirdford, in subsequently preparing a Neighbourhood Plan.

Loxwood has a parish council, is well served by number of flourishing community groups, including the Loxwood Society; it is in the area covered by West Sussex County Council (WSCC) and CDC. The Loxwood Society in collaboration with the parish council is leading on development of the CLP, which is envisaged as a 'forward looking' document, with a vision for the village and plan to take it forward. A CLP Steering Group has been formed which has good relations with the parish council and its membership includes 2 of the parish councillors; it also recognises the need to work closely with the District Council and the County Council and for the CLP to be consistent with the District Council's emerging Local Development Framework.

WORKING WITH RESIDENTS

To create momentum around the development of a CLP the Loxwood Society set up a working group, chaired by Tony Colling. The group is developing and co-ordinating the work, emphasising a desire to engage local residents in developing the Plan and ensuring that what is proposed has the support of local people, making it meaningful and robust. The group recognised the value of bringing in external support and advice to help them in the process of developing a good quality plan and ensuring that it had necessary support and therefore approached The Glass-House Community Led Design. As part of the Building Communities consortium, The Glass-House was funded through the Department for Communities and Local Government's 'Supporting Communities and Neighbourhoods in Planning' scheme to support the group. The Glass-House invited Enabler, Liz Kessler, to work them and with

residents to develop a programme of support that focussed on the physical environment and the contribution a CLP could make to the village's future.

Maja Jorgensen from The Glass-House, and Liz Kessler both worked with residents from Kirdford on their CLP in 2010 and were pleased to work in the area again. They met for a preliminary meeting with members of the Community Led Plan Steering Group on 14 February 2012 to discuss how best to proceed. It was decided to organise a series of three workshops for residents in March 2012. The subsequent Project Support programme of workshops has been developed in collaboration between the Community Led Plan Steering Group, residents, The Glass-House and Liz Kessler.

Liz' role, with the support of Maja, was to:

- Explain the context and value of CLPs
- Discuss design principles and ideas, with examples from other areas



Cyclists in Loxwood

- Help start the process of defining a shared Vision for the village that could guide all future development and change
- Contribute to analysis of the village to better understand what is special and needs to be enhanced, protected or used to guide future change and what can be improved
- Provide a structure for the discussion of issues, including issues that tend to be contentious; in particular to consider options for strategic and sustainable development on a variety of sites
- Begin the process of preparing an Action Plan that identified change in the short, medium and long term and identifying who needed to be involved
- Provide an opportunity to bring people together and stimulate on-going work that can be carried out by residents and/or initiated by them

THE PROCESS

The Glass-House encourages a collaborative and open process for community engagement in projects concerning the built environment. Both the CLP Steering Group and Liz Kessler work on this basis and the programme of support was structured from this common foundation. This open approach involved including residents and stakeholders in the process and inviting councillors and officers from CDC and the WSCC to attend the workshops. Communicating and ways of publicising the workshops to encourage a broad cross section of people to attend was discussed initially and between workshops, and consideration was also given to where best to hold the workshops and times that would be convenient and encourage attendance.

Each workshop included a presentation to provide information, stimulate discussion and thinking in relation to issues for consideration in developing the CLP. Copies



of the presentations are available from Tony Colling or from The Glass-House.

PURPOSE OF THIS REPORT

This report is a summary and record of the Glass-House's Project Support and work with Loxwood residents in March 2012. It describes the workshops and information that has been brought together as part of the process of community engagement with the aim that it can contribute to the development of Loxwood's CLP. Specifically it contains an emerging Vision that creates a context to stimulate action while also providing criteria by which all proposals for change can be judged. This was supported by all of those present at the final workshop. The workshops identified a number of issues that require attention:

- improving residents' quality of life
- improving the safety and pedestrian environment along the main road in particular

- the impact of potential development

This document begins the process of providing evidence and ideas for the CLP, including an emerging Action Plan.

The next stage of developing the CLP is to be carried out by AirS who will be organising further engagement and consultation with local residents, pulling together all the information and drafting the final document. This report will provide background information for AirS; it summarises what was covered by the workshops, provides useful evidence and information to contribute, and add value to, the process of preparing the CLP. It will also be a document that can be used to demonstrate the views of residents when having discussions with local authorities and others as part of the process of developing and implementing the Action Plan and/or applying for funding.



North Hall

THE GLASS-HOUSE COMMUNITY-LED DESIGN

THE GLASS-HOUSE COMMUNITY LED DESIGN

The Glass-House is a national charity that works to help people make better neighbourhoods, homes, buildings and spaces. We believe in the power of community led design to transform places and to bring positive and lasting change for all. We enable local people to contribute to the design and planning process, leading to delightful places and spaces that work for everyone.

WHAT WE DO

The Glass-House provides independent advice, training and hands-on support to communities and professionals working together to improve their neighbourhoods, homes, buildings and spaces. We work with groups to develop a participatory design and planning process, which results in more intelligent, dynamic and sustainable neighbourhoods and homes. The Glass-

House also works collaboratively to capture and share the valuable experiences of communities and professionals working on the ground, in order to encourage and support better ways of working and to influence policy that empowers local people and values a high standard of design.

WHO WE HELP

The Glass-House supports community groups and organisations who are leading projects to create or regenerate neighbourhoods, spaces, homes and buildings. We also work with local authorities, developers, registered social landlords, housing associations and other organisations to help them engage with local communities.

HOW WE HELP

The Glass-House provides a wide range of support options for projects including inspirational Study Tours, Design Training

courses and introductory and project-based workshops. Our Bespoke Project Support offers tailored support for groups who are working towards positive neighbourhood change.

We also work with a range of partners to provide opportunities for people from different backgrounds and sectors to explore the opportunities, challenges and value of community led design together .

The Glass-House is committed to making our support accessible to communities throughout the UK, offering free or subsidised support to projects led by and for the benefit of local people. To find out more about what we do visit

www.theglasshouse.org.uk



THE ENABLER, LIZ KESSLER

Liz Kessler is an urban designer with a background of working in housing, the environment movement and the arts. All her work has entailed working at a grass roots level with local communities. She completed an MA in urban design ten years ago; since then she has worked in community regeneration in Southampton and London. For six years, until the end of 2009, she was Public Space Co-ordinator for EC1 New Deal for Communities (NDC) where she was responsible for writing a strategy, and implementing a programme of work arising from it, with the aim of transforming as much as possible of a run down neighbourhood in south Islington. Since leaving EC1 NDC Liz has been working in a freelance capacity; for the last year she has been working in another NDC area in London and she has carried out work for Urban Design London, the University of Westminster, PlayLINK/ A2 Dominion Housing Association and

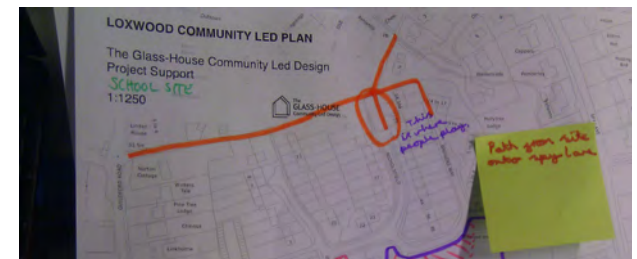
The Glass-House; she is also a CABA (Commission for Architecture and the Built Environment) Enabler. Her work focusses on improving existing places and, as she explained at the first workshop, 'urban design' is about understanding how places work and what makes a good place; its principles are as significant in rural areas as in urban ones, in new developments as well as the improvement of existing places.

Liz was brought up in a small village on the edge of what is now Milton Keynes and lives in Winchester, so although her working life has been largely based in London she has direct experience, and understanding, of village life and is familiar with rural Hampshire and neighbouring Sussex.



Liz Kessler

PROJECT SUPPORT



PROJECT SUPPORT PROGRAMME

The programme for project support was initially discussed at the meeting with representatives from the Loxwood Community Led Plan Steering Group and at that meeting agreed the following broad programme. The full programme is included as Appendix 1.

14 Feb 2012	Initial meeting	Liz and Maja met members of the Community led Plan Steering Group to discuss Glass-House support. It was agreed that 3 workshops would be arranged; there was then further discussion about their content, format, dates, timing, venue and means of informing residents and DC and CC councillors and officers about them. Liz and Maja also took the opportunity to walk around Loxwood and get a better understanding of the village
4 March 11am - 4pm	Introduction to themes and walk-about	<ul style="list-style-type: none">▪ The value of having a CLP. Aims, vision and design principles▪ Walk-about in Loxwood▪ Feed back from the walk-about
13 March 7 - 9 pm	Mapping Loxwood	<ul style="list-style-type: none">▪ Findings from the walk-about▪ Mapping and discussion of issues, in groups
21 March 7 - 9pm	Applying your knowledge and Action planning	<ul style="list-style-type: none">▪ Analysis and feed back on issues, draft vision, design & development▪ Action planning

THE WORKSHOPS

WORKSHOPS

The programme of support aimed to be informative, to communicate ideas and best practice, while also engaging residents in the process of gathering information and considering issues that needed to be addressed by the CLP. All workshops took place in the North Hall and as an incentive food and drink were provided, providing an opportunity for valuable informal conversations.

Expectations of numbers of participants were more than surpassed. The workshops were well attended with a good spread of people representing a range of ages, including elderly people and some children and young people. Although a reasonable geographical spread of the village was represented there was a lack of representation from the homes near the school, and of younger people; hopefully this will be addressed in future events by

proactively trying to engage with these groups.

Those attending each workshop were asked to register with their contact details and to place a dot on the map indicating where they live. Although not everyone who attended did in fact register or leave their details it is estimated that the first workshop was attended by at least 40 people, with 41 attending the second and 38 the third; some people only attended one or two of the workshops. More people attended than had been expected, which required modest adjustments to the programme, especially those elements that involved group work.

The weather for the first workshop was atrocious which made the good attendance all the more remarkable although it meant that the walkabouts had to be severely curtailed but progress was made in mapping the village instead.

Both the first and last workshops benefitted from the attendance of Josef Ransley who had led the development of the Kirdford CLP and who has subsequently been elected to CDC; he spoke very positively and encouragingly about the process of developing a CLP and the impact it has had in Kirdford. As he is also a district councillor he also spoke about taking the work forward and working with the local authorities; in particular he spoke of the potential for the CLP being embedded in a Neighbourhood Plan for the four parishes in the north of the district.

Time was tight during the last two workshops; they started a little late due to the excellent refreshments provided but the value of this was immense; the refreshments were welcomed by people coming from work and provided an invaluable opportunity for informal meeting, discussion and for making the whole process enjoyable.

WORKSHOP ONE

SUNDAY 4 MARCH 2012, 11AM - 4PM

VILLAGE WALK-ABOUT

The aim of this workshop was to begin the process of identifying what was valued in Loxwood and what need to be improved so that this knowledge could contribute to the development of the Vision and Action Plan. It also aimed to further an understanding of the benefits of having a CLP, how it would differ from, but incorporate, the Village Design Statement (VDS) and possibly, at a later stage, feed in to a Neighbourhood Plan. Loxwood's excellent VDS provided valuable background information and, with possible slight amendment, should be incorporated into the CLP.

The workshop started with a discussion of places participants appreciated and the qualities that made these places attractive; this was then complemented by identifying what was valued and was problematic in Loxwood; as the day progressed participants wrote on post it notes what they liked about the village and what was a

problem; these were placed on a map of the village. The most frequently mentioned likes and dislikes were:

Likes

- Rural footpaths
- Community spirit
- Post office and shop
- Site and situation

Dislikes

- Traffic on the main road, speed and volume, lack of safety or comfort for pedestrians and cyclists
- Poor pedestrian access within the village
- Lack of a village centre

Appendix 2 contains a list and analysis of all the points made on the post-it notes.



A rainy walk-about



The main part of the day was planned to be a walkabout in two groups during which notes would be made, on a prompt sheet and map; this had to be abandoned due to rain but the prompt sheet is attached as Appendix 3. Before the walkabout, and to stimulate thinking about the whole process a presentation was shown that described the purpose and benefits of having a CLP, how it fits in with the VDS and Neighbourhood Plan, the importance of building consensus around a shared Vision and of having an Action Plan that identifies opportunities and how they are to be progressed, by whom and when. The presentation also highlighted some key principles of design to inform thinking during the walkabout and in subsequent discussion; these included:

- Creating a 'place for people'
- Enhancing existing character
- Enriching what already exists and is valued

- Ensuring that facilities are well connected, especially for those on foot or bicycle
- Mixing uses and forms
- Designing for flexibility, change and sustainability
- Maintaining variety, building at an appropriate scale, respecting existing massing and noting the importance of edges/boundaries: walls, hedges, fences and road frontages
- Designing to promote sustainability: social, economic and environmental
- 10 tips, ending with the need for the process of generating the plan to be enjoyable

Despite the curtailment of the walk-about many useful perceptions were noted and these influenced subsequent discussion and work. Participants returned to the North Hall and continued the process of mapping from

memory, focussing on the three emerging themes: the road, the centre and potential for development noting the fact that all these issues are connected. This was very useful although the programme as a whole was disadvantaged by not benefitting from looking at the area in detail and the discussions that would have arisen from such an experience.



WORKSHOP TWO

TUESDAY 13 MARCH 2012, 7 - 9PM

EVERYTHING IS CONNECTED

This first evening workshop was very well attended by around 41 people; many returned to attend the second workshop which also benefitted from the presence of Cllr Chris Dunton (WSCC), Cllr Phillipa Hardwick (CDC) and Sam Irving, Rural Housing Development Officer for CDC.

The aim of this second workshop was to:

- report back and build on what had been identified as key issues in the first workshop, summarise findings and check that the main issues were being covered;
- provide an opportunity for participants to have greater in-depth discussion, in groups, of these issues, in the context of maps;
- begin the process of identifying the Vision and themes of the CLP and Action Plan.

To stimulate discussion and help identify ways to consider various issues Liz prepared a presentation; this was shown and commented on before discussion took place. Three groups each discussed a different theme: The road, the centre/'heart' of the village and how it could be enhanced and finally one group discussed development sites.

The presentation picked up the main themes that had been raised in the first workshop, it highlighted what was identified as being valued and issues.

What is valued

- Rural footpaths
- Community spirit
- Post office and village shop
- Views, peace and quiet, natural hedges and verges
- Canal



Lack of pavements

- Pubs
- Facilities: school, churches, surgery and North Hall

Issues

- Traffic, including speeds
- Poor/unsafe pedestrian environment
- Lack of village centre
- Insensitive development
- Play space, especially with facilities for older children
- Lack of visibility of the pond
- Poor condition of some of the footpaths

It also related these issues to the design principles that had been referred to in the presentation for the first workshop; specifically it referred to ways in which design can contribute to making places more neighbourly, improving connections

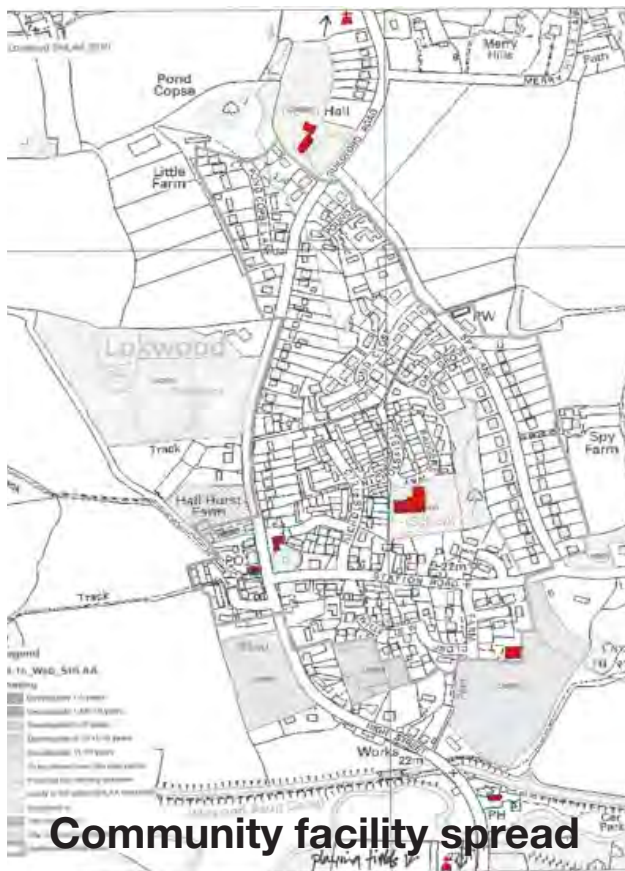
especially enabling people to get around on foot in comfort and feeling safe, and ways in which new facilities, homes and buildings can contribute to enhancing the desired qualities if their siting, design and layout are appropriate.

MAKING PLACES MORE NEIGHBOURLY

To make places more neighbourly the following issues were raised:

- The relationship of front doors to each other, to the roads and public space - overlooking
- Having an identifiable centre, with good access to it on foot
- Well used routes for pedestrians to meeting places - the village's different facilities
- Public places that provide opportunities for informal meeting, sitting, play and play areas by shops, the school, common land, the surgery





- Space around facilities that are attractive and safe, with an absence of obstacles and pollution

FACILITIES

Creating a village centre, though desirable, is complicated in Loxwood as facilities are so scattered and diffuse that it is difficult to get a critical mass of people using one area, see map below. It is further hindered by the fact that the main road, and all the other roads prioritise vehicles over pedestrian use, have no crossings for pedestrians and poor, narrow pavements; a situation that is exacerbated by the fact that many of the roads within the village are cul de sacs which limit access, as can be also seen from the map below.

MITIGATING IMPACT OF THE MAIN ROAD

The presentation also highlighted interventions that have been widely used in

other places to encourage more walking and could be used to mitigate the problems on the main road. They include the following and are most effective when a combination of measures are used:

- narrowing the highway
- widening pavements
- crossing points combined with narrowing the highway
- use of different surface materials and colour
- table junctions
- trees and interrupted vistas for vehicles
- tighter junctions for vehicles
- parking as a means of narrowing the carriageway
- removal of road markings
- distinctive signs



The central junction of Loxwood

Hall. This group identified, and marked on the map (Appendix 4) some key areas requiring interventions; this information could provide the basis for an emerging brief for development of a holistic plan to change the feel of the road, one that looks at design issues as well as the routing of heavy vehicles. The road is in effect the 'heart' of the village and links key facilities. It was noted that through design and traffic management it could become a 'string of pearls' with a series of enhancements along the route, linking North Hall to the shops.

VILLAGE CENTRE

The group considering the creation of a stronger centre/'heart' identified the area around the post office and pond as being the natural centre of the village although there are a number of hubs around key facilities. The road between the post office and North Hall was seen as being of key significance, linking a series of existing, and potential, significant sites. Issues that were

identified as needing to be addressed to strengthen this sense of a centre included the following:

- absence of safe crossing points for pedestrians
- narrow pavements
- lack of social space that could be used to meet, sit, talk around the post office - the potential around the bus stop however was noted
- the need for enhanced parking around the shops
- poor visibility of the pond
- funding has been identified for play equipment in the fenced area in front of the new development at Hurst Hall (s106) although it was noted at this, and the subsequent workshop, that this was not a suitable site; the area could be re-landscaped, made attractive for all, and equipment sited elsewhere.

The road and village centre, enhancing the area around the shops in particular requires careful design.

DEVELOPMENT SITES

The group considering potential new development identified possible sites and the implications of re-locating the school if there was a possibility of its being expanded in a new building on a new site, the Nursery site in particular.

All the groups marked ideas on maps, the originals are with Tony Colling of the Loxwood Society.



WORKSHOP THREE

WEDNESDAY 21 MARCH 2012, 7 - 9PM

The third workshop also took place in the North Hall and was well attended with around 39 people. Cllr Chris Dunton attended again as did Cllr Josef Ransley and Sam Irving from CDC. This workshop had three main aims to:

- Review the key points of previous workshops and check that they were focussing on the main points and nothing had been omitted; this included discussion of the draft Vision
- Discuss potential development and specific sites in greater detail, giving consideration to the design issues that had been referred to in previous workshops
- Begin the process of Action Planning and consider next steps

Liz prepared another short presentation in which she included the draft Vision that had been mentioned at the previous workshop

and highlighted the fact that all the key issues are connected:

- Roads that are safe and attractive for pedestrians and cyclists;
- Creating a centre/reinforcing the existing hubs
- Open space and play and new development, its location, design and layout

Open space and play was highlighted in response to comments that had been made at the previous workshops and the fact that there is some unspent S106 monies for play equipment relating to the empty, fenced off area, in front of Hurst Hall. She referred to the Action Plan in terms of it providing an opportunity to:

- Identify and prioritise opportunities
- Consider what could be done in the short term, 1-2 years, the medium term, 2-5 years and longer term, more than 5 years



Play area at North Hall

- Phasing work
- Identify partners and who need to be involved
- Discuss the CLP with key personnel in the parish council, CDC, WSCC, other stakeholders and potential funders
- Ensure that the councils are likely to support and adopt proposals, modifying them if necessary

THE VISION

A Vision for Loxwood was discussed, and broadly supported, with comments relating to the following:

- Should “semi rural” be defined?
- Add reference to cycling
- ‘Welcoming’ of change that enhances the village, helps develop its infrastructure and responds to changing circumstances
- Referring to the need for new development to be integrated, pull the village together, improving and sustaining it, with a ‘heart’

Adopting comments made at the workshop the emerging Vision could be drafted along the following lines as a basis for further discussion:

A VISION STATEMENT FOR LOXWOOD

“To maintain Loxwood as a semi-rural village with good facilities. A village that welcomes incremental change that will sustain and enhance its facilities while also contributing to a greater sense of neighbourliness and the development of a village centre.

This will include improvements around places where people meet and safe access to them, especially on foot and by bicycle, as well as some new building that is well integrated, develops the infrastructure of the village, contributing to, and sustaining, its sense of community.”



Loxwood post office

POTENTIAL DEVELOPMENT SITES

Potential development sites were discussed, in groups, with each group reporting back on its considerations, noting that the village survey will address this in more detail. The groups looked at the different sites, drew on maps and summarised the main points raised as follows:

- Nursery site - potential for development, requires improvements to the main road; could include: school, houses, green, shops, cafe, play area and become the centre of the village; layout and access/connections important.
- Loxwood Place Farm (south) - access issues but potential for some housing
- Farm Close - 8 affordable homes proposed, parking issues, traffic issues, current proposals should not restrict future opportunities; little opportunity to obtain wider benefit for the village although it could provide a possible site



Discussing potential development

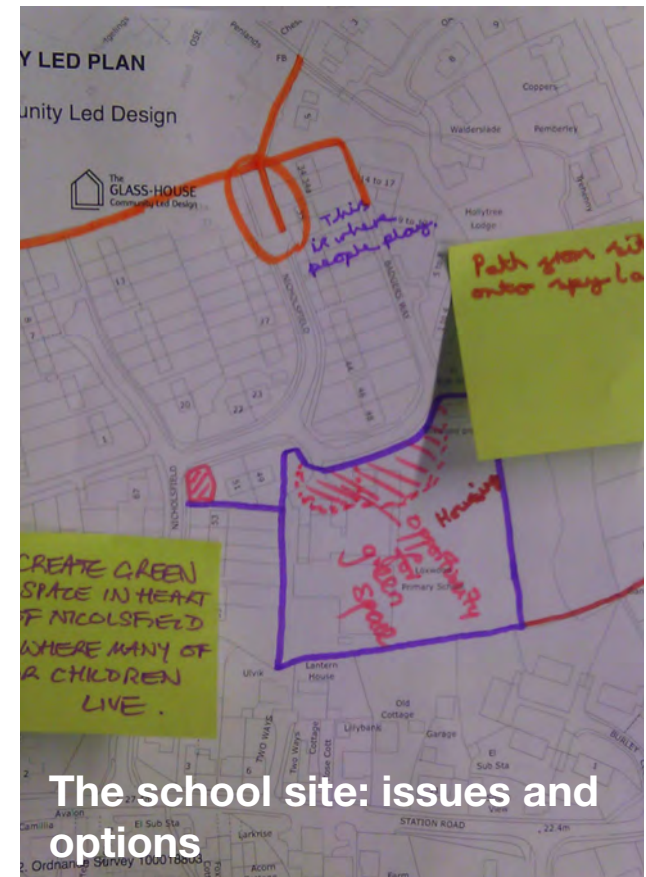
for play or an area for open space with easy access to doctors' surgery, school, the village, canal and pub. The rear of the site is good for development, parking issues for surgery, the potential for its expansion and flooding needs to be considered in conjunction with proposals for new housing. Plans have been submitted for the potential development and these are being looked at in detail at separate meetings.

- North Hall - small site with potential, possibly affordable and/or elderly people's housing, development to front on to North Hall site, not the main road, access via North Hall, traffic calming leading into village important as is a pedestrian crossing, good access to open space, potential for allotments.
- School site (if school is relocated) - need to engage with residents, many young people in area but little open space, potential for some housing, tennis?

Create a green in the heart of the area where many children live, path through site to Spy Lane.

ACTION PLANNING

Unfortunately there was not time at the workshop to consider Action Planning although from comments and notes made at the different workshops the following actions could provide the basis for the development of an Action Plan, as referred to above. To facilitate this and begin the process of prioritisation they have been divided into short, medium and long term action; these distinctions are indicative only and reflect what could be achieved simply and at comparatively little cost as well as planning that will require more time, negotiation and funding. Long term change needs to be anticipated and planned in the short term while many of the simpler elements identified for action in short term will continue throughout - they are all part



The school site: issues and options



No views to the pond



Hedges onto the pavement



Twitten improvements?

of the process and, as mentioned by Josef Ransley at the first workshop, it is useful and important to show some beneficial change early on in order to demonstrate the value of having a CLP and to sustain engagement.

Short term 1-2 years

- Agree Vision
- Brief AirS
- Develop and complete CLP.
- Initiate discussion with WSCC about improving the road, as above.
- Gather facts about the school, existing and predicted numbers, where children come from, capacity, condition of buildings etc, establish WSCC's view of the future of the school as a prerequisite to any consideration of its potential relocation and how the Nursery site might be developed.

- Consider how best to contribute to children's play (Sec 106 available from development at Hall Hurst Close, could discussions be held to consider its use else where and/or to re-landscape the area in front of Hall Hurst Close?) - new facilities and/or improved facilities around North Hall to be considered in conjunction with improved pedestrian access, a safe crossing that would also slow traffic entering the village. Start discussion with councillors & officers of CDC/WSCC.
- Consider enhancing the visibility of the pond.
- Remove fenced area in front of new development (Hall Hurst Close) and landscape, as mentioned above.
- Work with CDC to ensure that any proposals and plans for Farm Close

contribute to the overall Vision as well as the provision of affordable homes and that phasing of development is accommodated in a timescale approved by the village.

- Amend the VDS and ensure that it, and a copy of this report, are given to any developers showing interest in any sites in the village, recognising that until it is agreed by all relevant parties it is advisory only.
- Organise cutting back of foliage to improve pavements, their width and visibility.
- Improvements to the maintenance and attractiveness of some of the twittens.
- Identify other small scale interventions that can be planned and implemented, at little cost, by residents and the Parish



A broken bench

Council such as: planting, and visually improving, the area around the electricity sub station on the main road, installing benches in attractive and sunny positions where people might like to sit, meet and talk, removing or repairing broken street furniture, including benches, tree planting. It should be noted that all of these were mentioned during the workshops.

- Organising events to maintain momentum and ensure that as many residents as possible feel engaged in the process of positive change in the village - using these events to enhance community spirit and a sense of belonging.
- Complete CLP and consider a Neighbourhood Plan



Play space

Medium term 2-5 years

- Development of an overall plan for the main road through the village, including proposed phasing.
- Some early implementation of the plan for the road, access improvements including crossings in particular.
- Public realm improvements around the shops, post office and access to North Hall - in the context of an overall plan, as above.
- Small scale developments, in line with CLP, possibly Farm Close
- Further twitten, landscaping/community gardening and other small scale improvements

Long term, 5 - 10 years and beyond

- Further road improvements, as above
- New housing development that contributes to the overall Vision, to sustaining and enhancing facilities and the idea of a neighbourly village centre.

As part of the Action Planning process it is important to identify an initial time line, who will take the lead, what partners need to be involved, potential funding and tracking arrangements so that it is possible to ensure consistent progress and make any necessary adjustments.

NEXT STEPS



NEXT STEPS

NEXT STEPS

The workshops were designed to support the process of developing Loxwood's CLP by building on much invaluable work that has already been done, working with residents to identify issues and understand how they could be embedded in the CLP while contributing to information gathering and providing a structure, and context, in which issues could be discussed based on shared knowledge of the village and a shared understanding of the potential for change. This is all part of the process of developing the CLP as a means of ensuring that change has the support of residents, does not take place in a piecemeal fashion but is considered in the context of clear objectives and will contribute to enhancing the village.

The workshops have helped identify and articulate the special characteristics of the village while also highlighting areas that could be improved, what the impact on

the village would be of development on the different sites and how this could be planned.

The workshops demonstrated that there are many dedicated residents keen to make a positive contribution to the future of their village, who between them have local knowledge and considerable expertise in a variety of subjects. As the CLP develops this will be an invaluable resource; those who attended the workshops were asked to leave their contact details which are held by the Community Led Plan Steering Group. The workshops also demonstrated a considerable level of consensus and recognition of the fact that the main issues are all interconnected and complex. Moving forward the next steps in the development of the CLP will require:

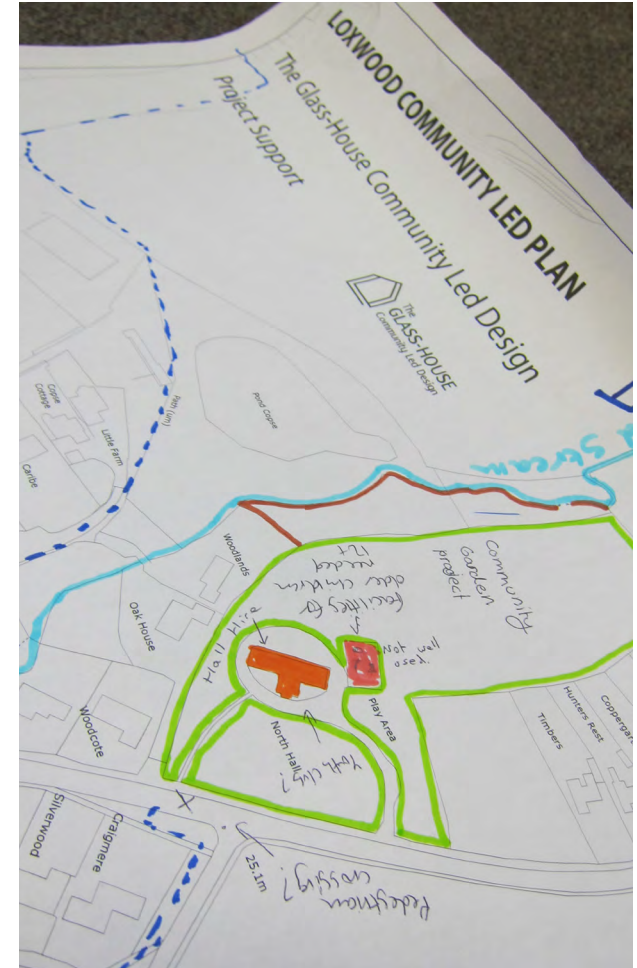
- Refinement of the draft Vision
- Briefing AirS so that they can pull together all the relevant information and understanding in drafting the CLP

- Ensuring that the understanding and information that has been brought together is communicated to the village as a whole, furthers the process of consensus building and engenders support
- Development of the draft Action Plan ensuring that there is a process for proactively initiating some of the work identified in proposals for the short term.
- Drafting the CLP
- Carrying out full consultation with individuals representing the various communities, groups and stakeholders that make up the village to ensure that it has broad support from people of all ages, from all parts of the village and includes the shops, businesses and others working in the village
- Discussion with members of the Parish Council, District Council and County Council to ensure that the CLP will gain their support and be feasible

- Amendment of the CLP in response to the above
- Submission of the CLP to the above organisations for their approval and incorporation into the Local Development Framework
- Initiation of projects identified in the Action Plan

This report, which summarises intensive work and discussions carried out with residents and stakeholders in March 2012, has been drafted so that it can be used in the interim period, before the CLP is complete, to demonstrate the ambition and concerns of many residents, as evidence that can influence proposals that are in the process of being considered and which will affect those living in Loxwood. It will also provide AirS with information collated in one accessible document that can be used to form part of the CLP.

APPENDICES



APPENDIX 1

INITIAL DRAFT PROGRAMME OF WORKSHOPS

Session 1 - Sunday March 1 **Walk about and initial mapping**

11.00 Welcome and Introductions

Participants will be asked to give their name and say how long they have lived in Loxwood - in paris, with person sitting next to them, they will be asked to name a place they like and say why

11.15 The Glass-House and summary of programme and its aims.

11.20 Presentation on Community-Led Plans, Neighbourhood Plans and key aspects of Design to be considered during the walk about

11.45 Walk about

1.00 Lunch, during which participants will be asked to a) put dot on map indicating where they live, b) write on 2 post its saying what they value in loxwood and what they think is a problem area

1.45 Walk about

3.00 Tea

3.15 Feed back from the Walk about and initial mapping

3.50 Plenary

4.00 Conclusion

Session 2 - Tuesday 13 March - Mapping Loxwood

7.00 Welcome and Introductions

7.10 Presentation on outcomes from the walk about, analysis and elements of teh community - led plan

7.30 Mapping and discussion of issues in groups

8.00 Tea/coffee

8.15 Mapping and discussion of issues

8.45 Feedback from groups

8.55 Plenary

9.00 Conclusion

Session 3 - Wednesday 21 March **- Applying Knowledge and Action Planning**

7.00 Welcome and Introductions

7.05 Presentation - analysis and feed back on issues, draft Vision, design and development, action planning

7.20 Development and response to issues, in groups

7.50 Feed back from groups

8.00 Tea/coffee

8.15 Vision and Action Planning

8.50 Plenary

9.00 Conclusion

APPENDIX 2

ANALYSIS OF ISSUES RAISED ON POST IT NOTES AT THE FIRST WORKSHOP, 4 MARCH 2012

DISLIKES	NUMBER OF MENTIONS	SUMMARY OF COMMENTS
Traffic	11	Speed, volume and type (especially lorries), congestion around the school
Pedestrian access	11	Narrow pavements. No pavements between Alfold and Loxwood. Some just peter out, e.g. Spy Lane.
Lack of Village Centre	5	Lost opportunity when Loxwood Farm Place was built.
Community Groups	2	Lack of co-ordination among the groups
Development	2	Insensitive destruction of the natural environment, e.g. canal renovation, new housing
Play space	2	Playground only available for 12 years and under. Need teenage playground.
Pond	2	Can't see pond.
Transport	1	Infrequent and inconvenient timings.
Allotments	1	
Parish Council	1	
Footpaths	1	Some impassable in poor weather, e.g. Ifold to Loxwood.
Public events	1	No consultation with local people over traffic and noise generated.
Space	1	Need more open spaces
Litter and Dog Mess	1	
Aircraft	1	
Anxiety over Dunsfold developments	1	
School	1	Not seen as part of the community
Parking	1	Intrusive and obstructive in places.

LIKES	NUMBER OF MENTIONS	SUMMARY OF COMMENTS
Rural footpaths	11	Highly valued local amenity
Community spirit	10	Jazz night, North Hall as facility and its programme, community garden
Post Office and Village shop	9	
Site and situation	6	Views, woodland, peace and quiet, low light pollution, natural hedges, verges
Wey and Arun Canal	5	Good visitors' centre. Focus for walks.
Pubs	3	Sir Roger Titchborne particularly
School	3	
Pond	2	
Church	1	
Medical Centre	1	
Ease of Access to more urban facilities, including London	1	

APPENDIX 3

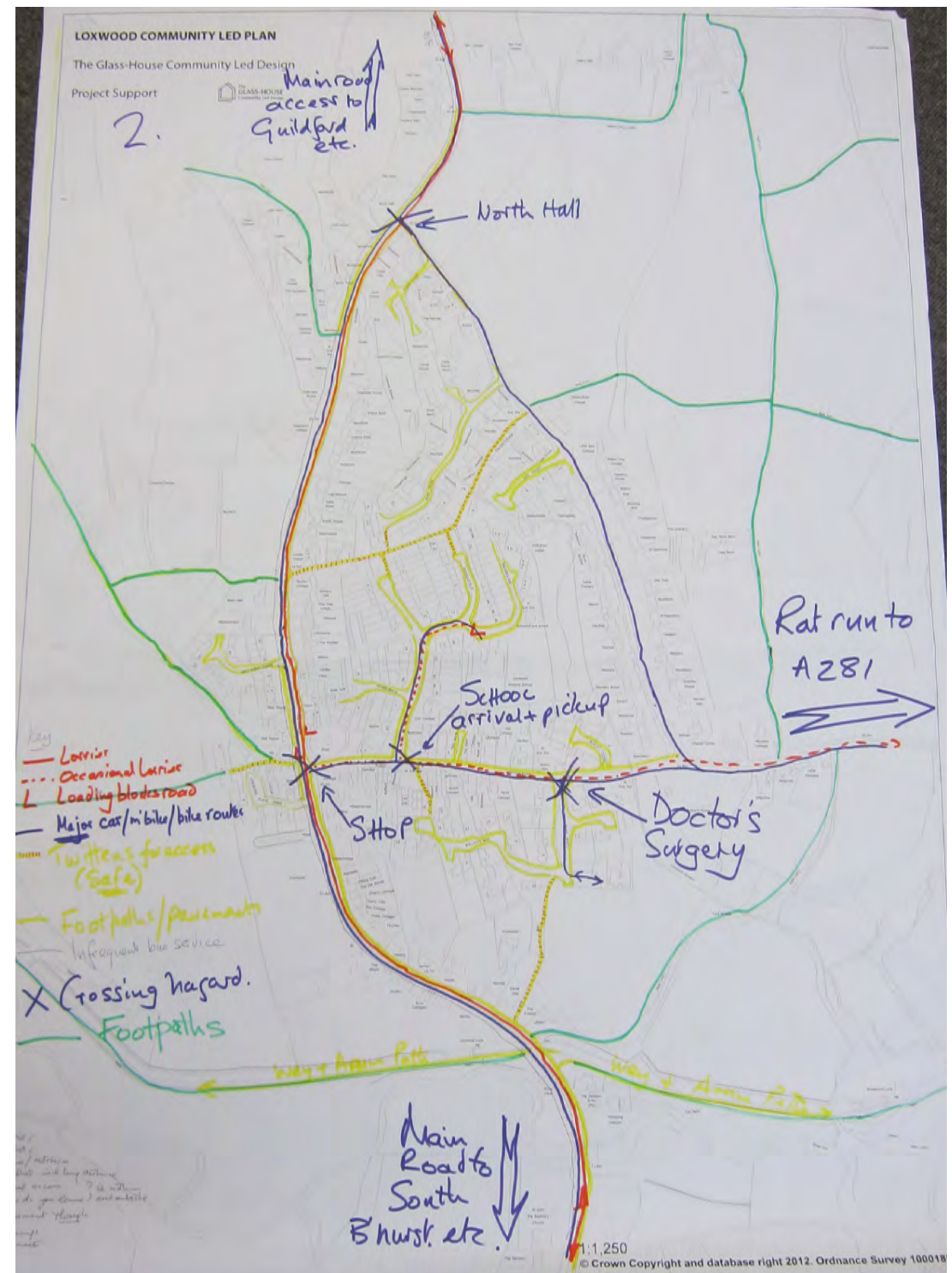
FORM USED AT LOXWOOD CLP VILLAGE WALK-ABOUT 4/3/2012, SCHEDULE OF COMMENTS AND DISCUSSION NOTES

Loxwood CLP - Village Audit, 4 March 2012

Issues	No (on map)	Comments/sketches
Station Road Areas you like - tick on map Problem areas - cross on map Open spaces & their value Planting, hedges & trees Enclosure Layout Traffic speeds Pavement width Pavement condition Twittens Road crossing Access to shops, North Hall, pubs etc Safety for children/elderly Parking Play areas Benches Vistas, in & out Special character Routes Opportunities Other		

APPENDIX 4

ROAD NETWORK MAPPED IN WORKSHOP 1





The
GLASS-HOUSE
Community Led Design

Call us or visit our website to discover how The Glass-House Community Led Design can help you and your group achieve your goals.

If you have any questions, or there is advice or support that you require, please remember that The Glass-House is here and ready to help.

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