

HORSTED KEYNES NEIGHBOURHOOD DEVELOPMENT PLAN: DRAFT FOR CONSULTATION (REGULATION 14) – APRIL 2020- Draft for consideration by HKPC at future e-meeting

Horsted Keynes Neighbourhood Plan 2016-2031



Pre-submission Consultation Draft
Under Regulation 14 of the Neighbourhood Planning (General)
Regulations 2012-17

For consideration by HKPC at a future e-meeting

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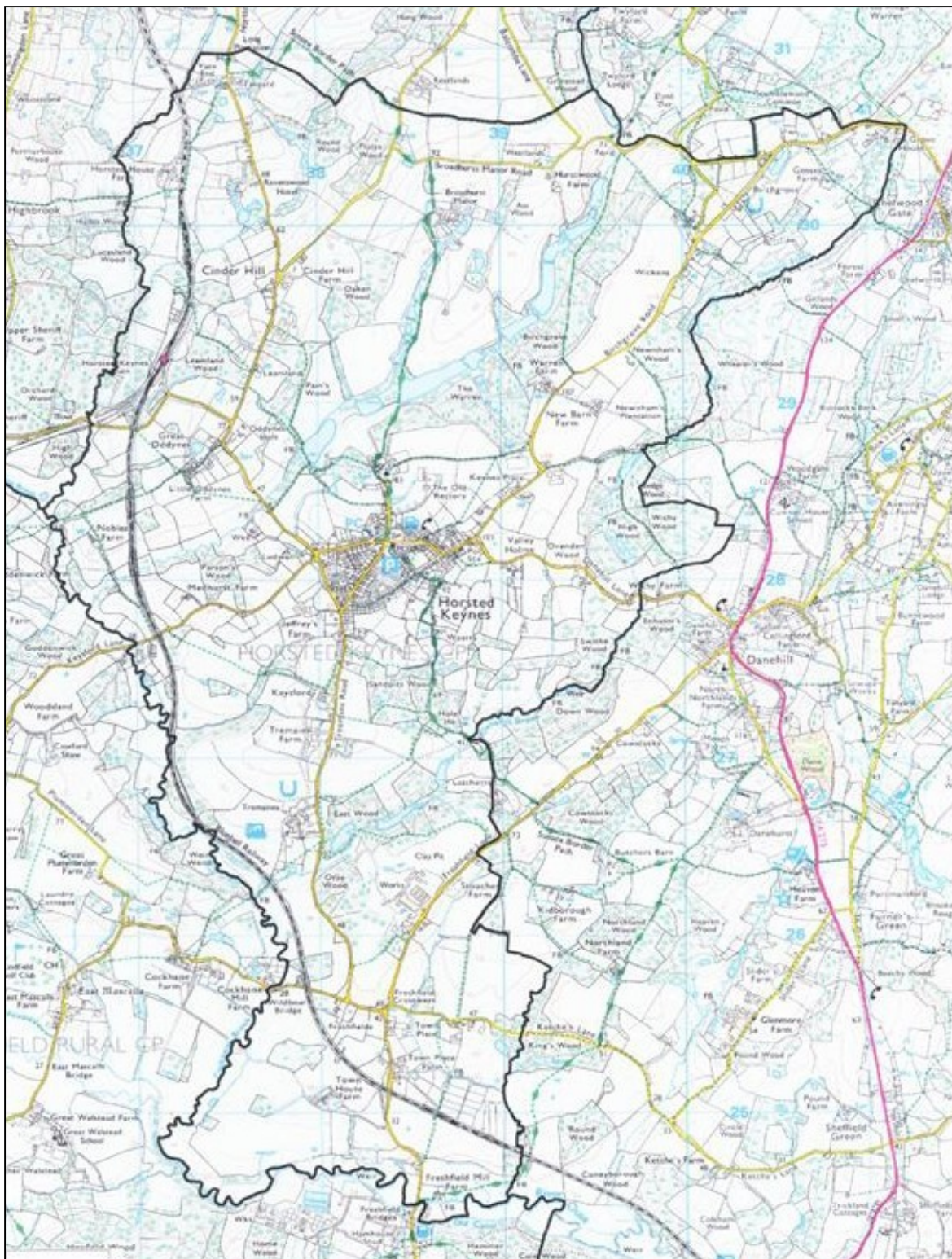
1 INTRODUCTION

- 1.1. This document is the draft Neighbourhood Plan for Horsted Keynes parish. If “made”, it will form one part of the statutory development plan for the parish over the period 2016 to 2031, the other parts being the Mid Sussex District Plan 2014-2031, adopted in March 2018, and its related development plan documents and supplementary planning guidance.
- 1.2. Mid Sussex District Council (MSDC), as the local planning authority, designated a Neighbourhood Area for the whole of the Horsted Keynes parish in July 2012 to enable Horsted Keynes Parish Council (HKPC) to prepare the Neighbourhood Plan. The Plan has been prepared by the community through the Horsted Keynes Neighbourhood Plan Steering Group (HKNPSG).
- 1.3. The Horsted Keynes Neighbourhood Plan (HKNP) is being prepared in accordance with the Town & Country Planning Act 1990, the Planning & Compulsory Purchase Act 2004, the Localism Act 2011 and the Neighbourhood Planning Regulations 2012 and 2017 (as amended). The HKNPSG has prepared the plan to establish a vision for the future of the parish and to set out how that vision will be realised through planning and controlling land use and development change over the plan period 2016 to 2031.
- 1.4. An earlier draft HKNP was submitted to MSDC in November 2017, but was subsequently withdrawn following advice from the appointed Examiner in June 2018. Towards the end of 2018, HKPC decided to revise and update the plan to address the issues identified by the Examiner. This document is that revised and updated HKNP, published for public consultation, prior to consideration of any views received and then formal re-submission to MSDC.
- 1.5. The purpose of the Neighbourhood Plan is to guide development within the parish and provide guidance to any interested parties wishing to submit planning applications for development within the parish. The process of producing a plan has sought to involve the community as widely as possible and the different topic areas are reflective of matters that are of considerable importance to Horsted Keynes, its residents, businesses and community groups.
- 1.6. Each section of the plan covers a different topic. Under each heading there is the justification for the policies presented which provides the necessary understanding of the policy and what it is seeking to achieve. The policies themselves are presented in the blue boxes. It is these policies against which planning applications will be assessed. It is advisable that, in order to understand the full context for any individual policy, it is read in conjunction with the supporting text.
- 1.7. The map below (Map A) shows the boundary of the Neighbourhood Plan area, which is contiguous with the boundary of Horsted Keynes parish.
- 1.8. The Horsted Keynes Neighbourhood Plan will be monitored by the local planning authority and Horsted Keynes Parish Council on an annual basis through the MSDC Authority Monitoring Report and informed by updates to the five-year housing supply. The aims and objectives will form the focus of the monitoring activity, but other data collected or reported at a parish level will also be included.

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1.9. The Plan will be reviewed formally on a five-year cycle, or to coincide with a review of the District Plan, or any other major change in the planning background necessitating earlier review.

Figure A: Horsted Keynes neighbourhood plan area/parish boundary



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The planning policy context

- 1.10. **The National Planning Policy Framework (NPPF)** (February 2019) seeks to promote sustainable development through the planning system. It states:

Neighbourhood planning gives communities the power to develop a shared vision for their area. Neighbourhood plans can shape, direct and help to deliver sustainable development, by influencing local planning decisions as part of the statutory development plan. Neighbourhood plans should not promote less development than set out in the strategic policies for the area, or undermine those strategic policies (Paragraph 29).*

Once a neighbourhood plan has been brought into force, the policies it contains take precedence over existing non-strategic policies in a local plan covering the neighbourhood area, where they are in conflict; unless they are superseded by strategic or non-strategic policies that are adopted subsequently (Paragraph 30).

*[*Neighbourhood plans must be in general conformity with the strategic policies contained in any development plan that covers their area]*

Neighbourhood plans must have regard to the national planning policies set out in the NPPF.

- 1.11. **The Mid Sussex District Plan 2014-2031**, adopted by MSDC in March 2018, provides the strategic planning context for this Neighbourhood Plan. The Plan sets out a vision for how Mid Sussex wants to evolve up to 2031 and a delivery strategy for how that will be achieved. As such, it sets out broad guidance on the distribution and quality of development in the form of 'higher level' strategic policies together with policies for the protection and enhancement of important features of the local environment.
- 1.12. The District Local Plan's overall planning strategy for Mid Sussex includes the overall amount of new residential development up to 2031 and a settlement hierarchy to indicate how it will be spread across the district. It also identifies several large-scale strategic development allocations at Burgess Hill (2 sites), Pease Pottage (1) and Hassocks (1). Allocation of smaller sites is left to the Site Allocations Development Plan Document (DPD), prepared by MSDC, and/or Neighbourhood Plans prepared by town and parish councils.
- 1.13. **The Site Allocations DPD** was published for public consultation in October-November 2019 and includes proposals for two housing development allocations in Horsted Keynes. Views received are currently being assessed by MSDC. This is considered in more detail in section 9 of this Neighbourhood Plan.
- 1.14. Mid Sussex District Council adopted three **Supplementary Planning Documents (SPDs)** in relation to developer obligations (including contributions) on 25 July 2018. These documents amplify policies in the District Plan (particularly DP20 and DP31) and explain how they will be applied in detail. It is intended to regularly update the documents to ensure they reflect cost inflation and infrastructure providers' evolving requirements.

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- **The Development Infrastructure and Contributions SPD** sets out the overall framework for planning obligations. This SPD has been updated (October 2019) following requests from West Sussex County Council in relation to new parking guidance, and from the NHS Clinical Commissioning Group and Sussex Police in relation to their requirements
- **The Affordable Housing SPD** provides detailed information on the requirements for on-site and off-site affordable housing provision
- **The Development Viability SPD** provides information on the viability assessment process

1.15. The **Mid Sussex Design Guide** is intended to inform and guide the quality of design for all development across Mid Sussex District. It sets out a number of design principles to deliver high quality, new development that responds appropriately to its context and which is inclusive and sustainable. Mid Sussex District Council carried out a public consultation for the draft Design Guide SPD in October – November 2019. Views received are now being considered by MSDC and, when adopted, the Design Guide will become SPD.

Public involvement

1.16. Prior to the Neighbourhood Plan legislation, an informal Horsted Keynes Village Plan was prepared in 2009 with extensive input from the local community. Once work began on a Neighbourhood Plan, **the Steering Group (HKNPSG) has carried out extensive community engagement as it has progressed.**

1.17. The community engagement process began in 2012 with two questionnaire based surveys. The Parish monthly magazine, posters and street co-ordinators encouraged all villagers to participate. Survey 1 undertaken in 2012 was a Business and Housing Needs survey and Survey 2 undertaken in 2013 covered crucial infrastructure requirements. Response rates were 56% and 39% respectively. It should be noted that a survey covering similar ground was done in 2008 in preparation for the 2009 Village Plan and secured a 71% response. The resultant document provided useful background information for the Neighbourhood Plan process.

1.18. In 2014, the newly formed steering group re-launched the consultation process to engage with the community as widely as possible. The steps it took included the following:

- Monthly meetings of the HKNPSG which parishioners were invited to attend and to ask questions in an open forum session at the beginning of each meeting.
- Face to face consultations with St. Giles School, Pre-school and First Steps groups, involving parents, teachers and children and using aids such as sticker boards to focus on key issues.
- Similar consultations with other groups such as Women's institute, Circuit Training Group, Keep Fit Class, and various clubs, by piggy-backing on scheduled meetings.
- Use of the Parish website and Parish magazine to invite comment on key drafts of the Plan as they emerged such as the Vision Statement, Plan Objectives and Plan Policies.
- Use of social media sites Facebook and Twitter to encourage younger members of the community to have their say.
- Attendance at occasions already in the village events' calendar such as the

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Christmas card charity event with suitable consultation materials.

- Arranging special events such as weekends-outside-shop.
- Organising a community engagement event in the Village Hall in January 2015, using street co-ordinators to post invitations to every household. At this event, land allocations proposed for housing developments or other community benefits were displayed in the main hall with maps and other material to help villagers understand and comment on this key aspect of the draft Plan, and refreshments were served in the small hall. Steering Group members were available to answer questions and make a note of comments.

1.19. It was recognised that more direct engagement with the community was necessary in order to explain more about the background to the process and, most importantly, to seek the views of parishioners on sites under consideration. To this end a series of 10 workshops each lasting 2 hours was held in September 2015. Groups of 8-10 villagers were able to discuss each potential development site in turn, ask questions and express their views. Each group was facilitated by a member of HKNPSG and had a scribe to note the major points which arose. Attendees recorded their views per site in a structured questionnaire. They were invited to say whether the site was suitable for allocation and if so how many dwellings would be acceptable. In total 170 residents attended a workshop and questionnaires were returned by 126 people.

1.20. Following the workshops villagers had further opportunities to make their views known at monthly meetings of the HKNPSG and HKPC and via email. A petition was also received, signed by 141 residents, almost all of whom lived in the Hamsland area of the village. Face-to-face conversations also took place with local businesses to assess their needs and concerns, and following responses to the formal land call, opportunities were offered to landowners putting forward parcels of land for housing or other development to discuss the ways in which their proposals would contribute to the Plan objectives.

1.21. Pre-submission consultation under Regulation 14 of the Neighbourhood Plan Regulations was carried out in April and May 2016. The draft plan was extensively publicised in the parish and a large number of statutory and other consultees were invited to comment on the draft plan documents. This attracted 111 representations, many of which focused on the overall amount of dwellings to be provided and the sites which should be allocated for housing development. This led to further discussion and consultation later in 2016 and into 2017. The Neighbourhood Plan was submitted to MSDC in November 2017 (Regulation 15).

1.22. MSDC arranged statutory consultation on the submitted plan (Regulation 16) between 7 December 2017 and 1 February 2018, which attracted further representations which were forwarded to the Examiner appointed by MASC in May 2018. As indicated earlier, the Examiner recommended withdrawal of the submitted HKLP in June 2018.

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- 1.23. Following withdrawal, the Parish Council has sought to address the issues raised by the Examiner and has prepared a report to update the evidence supporting the plan, and the planning background against which it has been prepared. This report is also available to the public as part of the current consultation on the draft HKNP. This updating work included a public meeting of the Parish Council in May 2019 to outline progress in work on a revised HKNP and an ongoing assessment of potential housing development sites. There has also been technical liaison with landowners and with key consultees such as MSDC, WSCC Highways and the High Weald AONB Unit.
- 1.24. A further housing needs survey was also carried out in the parish in spring 2019.

2 LOCAL CONTEXT

(a) History of Horsted Keynes

2.1. A village existed here in Saxon times - it was called Horsted. After the Norman Conquest, William the Conqueror gave the Rape of Pevensey in which Horsted lay to his half-brother, Robert de Mortain, and he in turn gave the Manor of Horsted to one of his henchmen, William de Cahaigues. The village became known as Horsted de Cahaigues, a name which over the centuries has evolved into the present Horsted Keynes.



2.2. The people who lived in the Saxon village raised crops and kept cattle and, to judge by the name of the village - Horsted meant 'a place for horses' - were renowned for breeding horses. Starting in the 13th century and continuing into the 18th, the village was at the centre of the Sussex iron industry, as the hammer ponds to the north-west testify. While some villagers still work on the land, most find employment in the nearby towns of Haywards Heath, Crawley and East Grinstead or use commuter services connecting Brighton and London.



2.3. The railway came to Horsted Keynes in 1882, and a station was built a mile north-west of the village. British Railways ran trains through there until 1963 when the line from London was terminated at East Grinstead. Since then, however, the famous Bluebell Railway was formed to take over part of the line, and it now runs restored steam trains from East Grinstead seven miles to the north via Horsted Keynes to Sheffield Park five miles to the south. This enterprise has brought many tourists to the village, which is also a popular centre for cycling clubs and walkers as the Sussex border path runs through the village. To the north of the village is a small business park, and to the south the High Weald Dairy which produces cheeses of international repute and the

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Freshfield Lane Brickworks. In addition, many small businesses are run by villagers from home premises.



- 2.4. The village's history is reflected in some of its buildings, the oldest building being the parish Church of St Giles, dating back to the 11th century which itself was built on the earlier site of a Saxon church. Next to the church is St Giles Church of England Primary School which caters for around 120 children. The village also has a pre-school. One of the village's two pubs, The Crown, has been an inn for more than 250 years and the oldest parts of the building date back to around 1600.
- 2.5. The centre of the today's village has a general store, and is fortunate in having two playing fields for cricket and football, an enclosed playground for young children, and a tennis club. There is a third recreation ground on the southern edge of the village. Many other clubs and activities flourish in the Village Hall, the Village Club, and the Martindale Centre.
- 2.6. Since World War II, in-filling and new developments have meant that the village has substantially increased in size and, with its mixture of architecture from Elizabethan to present day styles, it has considerable charm. Not surprisingly, many retired people enjoy the peace and quiet of Horsted Keynes and on the road to Birch Grove is the Abbeyfield retirement home, Westall House.

(b) The local environment

- 2.7. The parish has two conservation areas in Horsted Keynes village and at Birch Grove. There are 54 listed buildings within the parish, including the Parish Church of St. Giles (Grade 1) and 53 Grade 2 buildings.
- 2.8. Horsted Keynes lies entirely within the High Weald Area of Outstanding Natural Beauty (AONB), a designation which reflects the national importance of this area, which is described by the AONB Partnership as a "medieval landscape of wooded, rolling hills studded with sandstone outcrops; small, irregular-shaped fields; scattered farmsteads; and ancient route ways".
- 2.9. The Ashdown Forest is located immediately adjacent to the north-eastern boundary of the parish within Wealden District. It is designated as a Special Area of Conservation (SAC) due to its important and rare lowland heathland habitats and a Special Protection Area (SPA) due to the presence of rare ground nesting birds such as breeding Nightjars and Dartford Warbler. It forms part of the

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Natura 2000 network of important nature conservation sites across the European Union.

- 2.10. Following consultation with Natural England, Mid Sussex District Council carried out a Habitats Regulations Assessment (HRA) to test whether the Mid Sussex District Plan, in combination with other plans and projects, was likely to have an adverse effect on the integrity of Ashdown Forest. The HRA report on the District Plan concludes that new housing development close to Ashdown Forest is likely to increase the number of visitors to the Forest. Such visitors could increase disturbance to rare, ground-nesting bird populations (in particular the Dartford Warbler and the Nightjar). The 'Ashdown Forest Visitor Survey Data Analysis' published in September 2010 found that most visitors to the Forest live within 7km of its boundaries (straight line distance). The HRA therefore identified a 7km 'zone of influence' within which new housing developments must counter its effect by putting in place measures which reduce visitor pressure.
- 2.11. All the land in the Neighbourhood Plan area lies within the 7km zone of influence, and therefore new residential development proposed in the Plan must have due regard to the Habitats Regulations. The proposed approach set out in the Mid Sussex District Plan includes providing Suitable Alternative Natural Greenspace Sites (SANGs) and Strategic Access Management and Monitoring (SAMM) measures on Ashdown Forest itself in policy DP17.
- 2.12. SANGs are sites that cater for the recreational needs of communities in order to reduce the likelihood of visitor pressure and disturbance on important nature conservation areas. Developer contributions will be required towards the provision of SANGs and the criteria for a site to be suitable as a SANG site is set out on the Mid Sussex District Council website (www.midsussex.gov.uk). A strategic SANG site has been provided at East Grinstead.
- 2.13. The District Council is responsible for deciding how developer contributions towards the provision of SANGs and SAMM will be calculated and delivered.
- 2.14. The HRA of the Mid Sussex District Plan also assessed the impact of nitrogen deposition on the Ashdown Forest SAC. This included development proposed through the Neighbourhood Plan. The conclusion of the HRA was that there would be no likely significant effects on the Ashdown Forest SAC from the policies in the Neighbourhood Plan.

(c) Community Profile

- 2.15. The socio-economic profile¹ of the Horsted Keynes community is as follows:
- There are a low proportion of young families, but a high number of people either approaching or having already reached retirement age. In short, the population is ageing.
 - Growth in population has been below the district average, reflective of Horsted Keynes's role in the district as a small rural settlement. This growth has been in those of retirement age. Horsted Keynes is a community that is increasingly living in smaller households.
 - Economic activity is below the district and regional averages, due to the high proportion of retirees (who are classed as economically inactive). There is a

¹ This is based on the 2011 Census

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high proportion of people working for themselves, from their own homes.

- The proportion employed in financial, real estate, communication and IT services – strong growth sectors nationally – is comparatively high. By contrast, the proportion employed in traditionally lower paying sectors such as retail is low. This is reinforced by the high proportion of highly educated people.
- A large majority of employees travel to work by car, and do so as the driver of that car. Interestingly, this is slightly below the district average. The numbers of people that travel to work on foot or by bicycle is low, highlighting the limited number of job opportunities that are available locally. Car ownership and dependence is correspondingly high.

2.16. Horsted Keynes is dominated by detached housing, representing nearly 50% of its housing stock. There is a very high proportion of 4 and 5 bed properties compared to the district. By contrast, the proportion of 3 and particularly 2 bed properties is much lower. Given the growing proportion of smaller households in Horsted Keynes, there is a potential mismatch between the supply of properties (which are large) and the needs of households (which are for smaller properties).

2.17. The North West Sussex Strategic Housing Market Assessment (SHMA) Update² was published in 2014. This highlighted that affordability is a significant issue with over 44% of households in Mid Sussex District unable to rent or buy a property without assistance.

2.18. For affordable housing, the predominant need in the district is for 1 and 2 bed housing, accounting for 87% of all needs. In Horsted Keynes parish, the picture is even starker. Just taking evidence from the housing register shows that in January 2020, there was a total of 15 households on the register with a local connection, with of these having Horsted Keynes as their first choice. 11 of these households were seeking 1 bed dwellings, 3 were seeking 2 bed dwellings and 1 a 3 bed dwelling.

2.19. A fresh Housing Needs Survey was carried out in spring 2019 and published in October 2019. This identified 24 households in housing need, with one-bedroomed housing for rent being the most common housing need.

(d) Local infrastructure

School

2.20. St Giles Church of England (Aided) Primary School is a small village school situated in a lovely rural location next to the church of St Giles, with which it has very close links. The school has played an important part in village life for over 300 years. Horsted Keynes is a thriving, vibrant community and the school is proud to be at the heart of it, contributing and helping to sustain the village into the future.

2.21. The school has approximately 100 pupils on roll aged between 4 and 11. The capacity, designated by West Sussex County Council, is 146. Pupils are taught in mixed age groups spread across 4 classes.

² Chilmark Consulting (2014) *Northern West Sussex Housing Market Area – Affordable Housing Needs Model Update*, for Horsham District Council, Crawley Borough Council and Mid Sussex District Council

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- 2.22. Recently the school has been rate 'Good' by the SIAMS (Statutory Inspection for Anglican and Methodist Schools) and Ofsted, both commenting on the strong community links and caring, nurturing ethos. In 2019 67% of pupils attending the school live within the parish, with the remaining pupils drawn from the wider locality.

Public Transport

- 2.23. The village is served by the No. 270 Metrobus service which runs from East Grinstead to Brighton and connects many of the villages along the way. It operates hourly from Monday to Saturday providing a connection to Haywards Heath station, the main strategic connection to the rail network, which takes approximately 20 minutes. There is a more restricted service on Sundays and Bank Holidays, with 4 journeys in each direction. Given the service times, it is mainly used by students and retirees.
- 2.24. Consultation with the community has demonstrated that the bus service is highly valued and villagers would welcome its development, particularly in terms of an extended service in the evenings and more Sunday services.
- 2.25. The Bluebell Railway is a heritage line between Sheffield Park and East Grinstead, where it now links into the Southern Railway network. There is a station at Horsted Keynes, approximately 1.5 km to the north-west of the village.

Shop

- 2.26. Horsted Keynes Store is a general purpose retail outlet selling groceries, greengroceries, fresh dairy produce, wine and spirits, newspapers and some household supplies. It is well patronised by many in the village and also attracts custom from adjacent villages without such facilities. It is very highly valued by the community and considered to be of great importance to the village.



- 2.27. No information has been obtained as to the viability of the existing business but, as with all such small retail outlets, it is vulnerable to competition from larger stores who are often able to offer a wider range of goods at lower prices. There are many such larger outlets within reasonable driving distance of Horsted Keynes and, given the high level of car ownership, these are accessible to the majority of villagers. Some of them make home deliveries.
- 2.28. The shop premises occupy the lower storey of a two storey semi-detached building with the upper storey being the owner's living accommodation. The owner has not indicated that he is considering retirement in the near future, or the disposal or conversion of the business, but it is likely that the building would

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be more valuable as a dwelling than as a shop. Concerns do therefore exist as to its long term operation and, as it is such an important facility for the village, contingency plans should be developed for when the present owner decides to retire. One possibility is the listing of the premises as an Asset of Community Value.

- 2.29. The permanent village post office closed in 2014, but there is now a mobile "outreach" post office (run by Sharpethorne PO) twice a week.

Public Houses

- 2.30. The village enjoys the benefits of three licensed premises close to the village centre:

- the Green Man, a typical village pub serving pub food
- the Crown, a pub with rooms serving higher end gourmet food
- the Horsted Club, serving drinks only.

- 2.31. All three are important institutions within the village and are highly valued as social centres and meeting places, and as providers of local employment. The first two in particular are important in attracting visitors to the village and helping to support the other village facilities.



Healthcare Facilities

- 2.32. No healthcare facilities are provided within the village and residents must seek primary health care (GP) services from the adjacent villages and towns of Lindfield, Forest Row, Haywards Heath and East Grinstead. Given the high level of car ownership in the village as a whole this does not cause significant problems for the majority of residents, with those unable to drive supported by a volunteer car service.

Highways

- 2.33. Horsted Keynes is fortunate that it does not lie on a major access road between significant urban areas and that traffic passing through the village remains relatively light compared with some nearby villages of equivalent size such as West Hoathly and Ardingly. Nevertheless, community consultation has indicated that traffic volumes and speeds are still perceived as a significant problem amongst many in the village. This is seen as a particular issue in relation to children walking to school and having to cross the main road through the village at Burn Lane.

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- 2.34. Roads within the village are generally narrow and often with at most a footway on one side only. Several roads providing access to large numbers of dwellings, such as Bonfire Lane, Wyatts Lane and Church Lane, have no footways at all and act as shared surfaces for both vehicular and pedestrian traffic. These however are entirely typical of a small rural village and contribute much to the character and feel of the neighbourhood which it is of great importance to retain.
- 2.35. There are no street lights in the village but again this is seen as contributing to the unique character and feel of the village and there is a significant desire to retain this.
- 2.36. Community consultation has also identified that parking on the roads within the village is a significant concern. The policies which will govern the development of new sites for housing will ensure both that nothing will be done to reduce the existing limited parking provision and that sufficient parking will be provided within the sites themselves to avoid exacerbating the existing parking problems.

Communications

- 2.37. Whilst there has been some improvement in broadband speeds in recent years, much of Horsted Keynes suffers from very limited mobile phone reception. Community consultation has indicated that this is a major issue for a large number of villagers and local businesses.

Green Infrastructure

- 2.38. Horsted Keynes benefits from a high quality network of green spaces including a village green, recreation ground, and cricket field, which are highly valued locally for both their amenity and their recreational use.

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3 VISION AND OBJECTIVES

Challenges for Horsted Keynes

3.1. The Neighbourhood Plan seeks to address, as far as is possible, the challenges that face the community of Horsted Keynes parish. In summary these challenges are:

- The importance of retaining Horsted Keynes's special character and identity as a small historic village set within an Area of Outstanding Natural Beauty (the High Weald), where the landscape is of national significance. This must balance the need to provide for the changing population without compromising its distinct rural identity, set around a village green with a network of green spaces and attractive views out to rolling, wooded, countryside.
- An ageing population that has particular demands in terms of their accessibility to services and appropriate recreational facilities.
- A limited number of local services and facilities, some of which are under threat. The loss in 2014 of the Post Office is a particular example.
- Trying to provide some local employment so that not everyone who wants to access a job has to travel outside the parish (particularly to Hayward Heath and Burgess Hill) to do so. The growing trend of home working provides an opportunity, but telecommunications need to be improved.
- The importance of retaining the bus service as the only means of travelling outside of the parish without a car.
- The wider role that the community of Horsted Keynes needs to play in addressing climate change by reducing energy consumption and providing the opportunity for local sustainable energy generation.

Vision for Horsted Keynes

3.2. In consultation with the community, the established vision for Horsted Keynes is as follows:

'In 2031 Horsted Keynes remains an attractive rural village, centred on the village green, and is a desirable place to live, work and visit.

It has a thriving local economy and is able to sustain sufficient essential services and facilities to meet most local needs. Homes are available for all stages of life and circumstances and there is a strong sense of local community which contributes to low levels of crime.

Development has taken place in a sustainable way, at a scale and form that preserves the distinctive rural character, landscape and community ethos.'

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Neighbourhood Plan Objectives

3.3. The objectives of the Neighbourhood Plan as identified through engagement with the community are as follows:

1. Conserve and enhance the environment of the village in order to maintain its distinct rural identity, built heritage and outstanding landscape setting.
2. Maintain and enhance existing, and establish new, local services and facilities.
3. Meet Horsted Keynes's local housing needs over the plan period with emphasis on housing that addresses the needs of younger people and families to help maintain the village age profile.
4. Support local businesses and provide enhanced employment opportunities within the parish including home working.
5. Reduce the negative impacts of traffic and roadside parking on the village and encourage safe walking and cycling.
6. Minimise the adverse environmental effects of new development and support energy reduction and sustainable energy opportunities for the whole village, in order to mitigate, and adapt to, climate change.

NEIGHBOURHOOD PLAN POLICIES



CHAPTERS 4-9

- 4. Location of Development and Built Up Area Boundary**
- 5. Housing and Design of Development**
- 6. Environment and Green Space**
- 7. Business development**
- 8. Transport**
- 9. Site Allocations**

4 LOCATION OF DEVELOPMENT AND THE BUILT-UP AREA BOUNDARY

- 4.1. In a rural parish such as Horsted Keynes, sitting within the High Weald Area of Outstanding Natural Beauty, it is particularly important that development is directed to appropriate locations and that the unrestricted sprawl of development into the countryside is avoided. The purpose of a physical limits boundary is to help to provide that direction.
- 4.2. Being the only settlement of any size within the parish, it is expected that the focus of development will be in Horsted Keynes village. The need to accommodate growth must be balanced against the need to preserve its role as a rural settlement which does not encroach unduly on the open countryside, within the nationally protected landscape, that surrounds it.
- 4.3. The Mid Sussex District Plan defines a built-up area boundary (BUAB) for Horsted Keynes in policy DP12 for the protection and enhancement of the countryside. **This Plan does not propose to amend the BUAB for Horsted Keynes, but confirms that set out in the District Plan policy DP12 and the Policies Map and shown in Map B below.**



Map B Built Up Area Boundary

- 4.4. Policy HK1 seeks to concentrate development in, and immediately adjacent to, the village. It also indicates the exceptional circumstances where development beyond the BUAB may be acceptable, together with any impact assessments,

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and management and mitigation measures, necessary to ensure that ensure that they are accommodated without undue harm.

POLICY HK1: LOCATION OF NEW DEVELOPMENT

New development in Horsted Keynes parish will be focused within the built-up area boundary (BUAB) of Horsted Keynes village as identified on the Policies Map, in order to promote sustainable development of the village and to safeguard the nationally important landscape of the High Weald AONB. Any infilling or redevelopment within the BUAB should be of an appropriate scale and nature and not harm the character and function of the village.

Development proposals beyond the built-up area boundary will only be permitted where:

- they comprise housing development proposals allocations in the Site Allocations DPD (sites SA 28 and SA 29) which will be incorporated into the BUAB when that plan is formally adopted, or
- they comply with policy DP6 of the Mid Sussex District Plan , with a proposed development for fewer than 10 dwellings and are contiguous with the existing BUAB, or
- they relate to necessary utilities infrastructure and where no reasonable alternative location is available, or
- they comply with other policies in this Neighbourhood Plan in particular those relating to community-led housing (policy HK2), dwelling extensions (Policy HK4) , Protection of the High Weald AONB (policy HK8) and expansion of business premises (policy HK12).

In all cases, the proposed development should demonstrate that it has an acceptable impact on the landscape, supported by an assessment of the environmental and visual impact of the proposals, particularly the impact on the High Weald AONB, and include appropriate mitigation measures as necessary.

Proposals should also be supported by a robust assessment of the impact of the proposal on the local highway network and include appropriate mitigation measures secure the safe, free flow of traffic, as necessary.

Any proposal causing a significant impact on the Ashdown Forest SPA and SAC should consider appropriate avoidance, management and mitigation measures in accordance with District Plan policy DP17.

5 HOUSING AND DESIGN OF DEVELOPMENT

- 5.1. Horsted Keynes is a desirable and attractive place to live, a traditional Sussex village within the High Weald AONB, surrounded by farmland, woodland and open countryside. It provides road access to the surrounding towns, travel hubs and employment opportunities.
- 5.2. Opportunities for additional housing supply are extremely constrained due to the surrounding AONB, the conservation area and a limited number of suitable infill sites within the current built up area boundary.
- 5.3. Consultation on the plan shows a strong community desire to maintain the scale, style and setting of housing development in the parish and to protect the surrounding countryside from inappropriate development. At the same time, local residents are keen to ensure that, as far as possible, any new housing meets local community needs and that community cohesion is reinforced by reducing the need for local people to move away to find the housing they need. These aims can be secured by planning policies to promote community-led housing; to achieve a dwelling mix which more closely reflects local housing needs; and promoting good quality design which is in harmony with this rural location



Community-led housing

- 5.4. Work on the Neighbourhood Plan has shown very strong support for new housing development which is specifically designed and maintained to meet local housing needs. This can help to build a more sustainable and balanced community, where people can find the accommodation they need in a place to which they have strong social or economic connections, on terms they can afford. A Housing Needs Survey was carried out in the parish in spring 2019. The survey identified 24 households as being in housing need, most of whom are single person households, requiring housing for rent. This level of need is likely to be a minimum, as the survey did not get a response from all households in the parish.
- 5.5. Local authorities are advised to ensure that they plan for self-build and custom build development and grant sufficient suitable planning permissions based on their self and custom build register. Such development can be provided either as a part of any housing allocations made for Horsted Keynes in the MSDC Site Allocations DPD or in this Neighbourhood Plan, or on suitable unallocated windfall sites, but 30% affordable housing (which can take the form of shared ownership self or custom build and/or affordable rent self or custom build) will be required,

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if the total number of units to be provided is above the affordable housing threshold.

- 5.6. In its policy DP31, the District Plan 2014-2031 requires provision of a minimum of 30% on-site affordable housing for all developments providing 11 or more dwellings (or which have a combined gross floor space of more than 1000 square metres irrespective of the number of units) and a commuted payment to cover equivalent off-site provision for developments of 6-10 dwellings (which do not have a gross floor space of more than 1000 square metres) in the High Weald AONB. Where this policy applies, MSDC will require the right to nominate occupiers of any affordable housing delivered through the policy from the Council's Housing Register. The process will use a cascading principle, which gives priority on first lettings to people living or working in the parish. All sites above these thresholds normally need to meet MSDC's tenure mix of 75% affordable rent /25% shared ownership, unless evidence supports a different mix. The housing development allocations in MSDC's Site Allocations Plan - on land to the south of The Old Police House and south of St Stephens Church – would be subject to these requirements
- 5.7. There are other mechanisms by which community-led housing can be delivered. These include "rural exceptions" housing, neighbourhood development orders or community right to build orders, or individual planning applications on suitable sites. Policy DP32 of the District Plan 2014-2031 sets out requirements for "Rural Exception Sites" These are sites used for the development of affordable housing for local people in perpetuity, which would not normally be granted permission for housing because they lie beyond the built confines of a village. Rural Exception Sites seek to address the needs of the local community by accommodating in perpetuity households who are either current residents or who have an existing family or employment connection with the parish.
- 5.8. The Localism Act 2011 also provides scope for local people – through their Parish Council as part of the neighbourhood planning process - to develop proposals for community-led development for housing and community facilities through Neighbourhood Development Orders or Community Right to Build Orders. These have the effect of granting planning permission for a specific development, or type of development, but must be the subject of extensive local consultation and a public referendum. Such Orders are not being proposed at the present time.
- 5.9. It is also open to any community-led housing organisation, or registered social landlord, to make a planning application for a housing development to meet local needs. Such proposals would be considered in the normal way against all relevant planning policies and other material planning considerations. A Horsted Keynes Community Land Trust (CLT) is currently being formed. The CLT will be a permanent organisation which can own and maintain the assets in the parish, for the benefit of the parish. It has expressed a particular interest in providing, owning and running community-led housing in Horsted Keynes.
- 5.10. Any planning permissions for community-led housing on non-allocated sites would contribute to meeting the minimum requirement of 69 dwellings in the parish of Horsted Keynes over the period 2014-2031, as set out in policy DP6 of the Mid Sussex District Plan.

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POLICY HK2: COMMUNITY -LED HOUSING

Proposals for 100% community-led housing development will be supported on suitable sites within, or - if for less than 10 units - contiguous with, the built-up boundary of Horsted Keynes village, where they:

- (a) meet a specific identified local housing need in the parish, based on the latest available information from the Council's Housing Register or the Horsted Keynes Housing Needs Survey 2019 and are for shared ownership or shared equity and/or affordable or social rent, normally in the proportion 75% social or affordable rented homes and 25% intermediate shared ownership homes; and
- (b) are to be developed by, or for, a community -led housing organisation or, failing that, a Registered Provider, and are to be maintained by them as social housing in perpetuity; and
- (c) are designed to be as sustainable as possible, with an emphasis on features which allow the development to be well integrated into the village and the High Weald landscape, which benefit the environment and demonstrate adaptability to climate change, and which minimise running costs for occupiers; and
- (d) comply with all other relevant national planning policy guidance and with relevant policies of the Mid Sussex District Plan 2014-2031 (particularly DP17, DP31 and DP32), the MSDC Affordable Housing SPD and this Neighbourhood Plan.

Dwelling mix

- 5.11. The analysis in Section 2 showed that Horsted Keynes has a very high proportion of 4 and 5 bed properties compared to the district or the South East as a whole. By contrast, the proportion of 3 and particularly 2 bed properties is much lower. Given the growing proportion of smaller households in Horsted Keynes, there is a potential mismatch between the supply of properties (which are mainly large) and the needs of households (which are mainly for smaller properties).
- 5.12. Over the plan period, this trend is likely to continue, with Horsted Keynes having a significantly above-average proportion of people in the 45-64 age bracket, i.e. approaching retirement. In the Neighbourhood Plan survey, 42% of households that responded had at least one person intending to retire over the plan period.
- 5.13. It is expected therefore that the demand for smaller properties – particularly by those currently living in large family properties in Horsted Keynes now looking to downsize since children have grown up and moved out – will be significant. In the Neighbourhood Plan survey, 50% of respondents said that they would consider downsizing if a suitable low maintenance, energy efficient property was available. Most importantly, 94% of respondents said that they intended to stay living in Horsted Keynes on retirement.
- 5.14. The North West Sussex SHMA (2009 and updated 2012 /2014) recommends that for affordable housing in Mid Sussex, a range of dwelling sizes

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should be secured through policy that provide the following split³:

- 1 bed: 25%
- 2 bed: 50%
- 3 bed: 20%
- 4+ bed: 5%

5.15. The SHMA does recommend that, when seeking to establish broad requirements for different types and sizes of new market housing, this should take account of existing pressures and market signals of shortage. Evidence of sold property prices shows that, for the RH17 postcode that contains Horsted Keynes (and covers the rural area surrounding Haywards Heath and Burgess Hill), the median property price over the year to June 2015 was £490,400. Just looking at smaller terraced and semi-detached properties, the median prices were £374,400 and £380,300 respectively⁴. As a first-time buyer, in order to secure a mortgage on such properties, assuming a 10% deposit, a single person would need an annual income of £96,275 and a couple, a joint income of £134,780⁵. This is clearly out of the reach of almost all first-time buyers. House prices have risen even further since 2015.

5.16. The most recent evidence, provided by the Horsted Keynes Housing Needs Survey 2019, also identified that the overwhelming majority of the households who need affordable housing (87.5% of the 24 households) require one-bedroom properties. This reflects the high proportion of single adult and adult couple households, who represent the vast bulk of those identified as being in housing need.

5.17. This above evidence, combined with the evidence from the local community, collectively demonstrates that - as well as a need for smaller, particularly one-bed, properties for rent - there is a need for a greater number of smaller dwellings at an affordable price for first-time buyers, young and growing families and older residents wishing to downsize in Horsted Keynes. Indeed, the provision of a larger supply of smaller units may help to reduce the price and make entry-level housing more affordable in Horsted Keynes. This is reflected in Policies HK2 and HK3.

POLICY HK3: DWELLING MIX

Residential developments of over five dwellings should provide a mix of dwelling sizes (market and affordable) that reflect the most up-to-date local housing need evidence.

The exact tenure, type and size split on each site can be advised through pre-application discussions, but it is likely to be approximately:

- 40%- 1 bed/2 person
- 40%- 2 bed/4 person
- 20%- 3 bed/5 person

³ Chilmark Consulting (2014) *Northern West Sussex Housing Market Area – Affordable Housing Needs Model Update for Horsham District Council, Crawley Borough Council and Mid Sussex District Council*, Table 17

⁴ Source: www.home.co.uk

⁵ This assumes that a single person could borrow 3.5 times their salary and a couple could borrow 2.5 times their joint salary.

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This mix is based on a blend of the information included in the Strategic Housing Market Assessment (2009 and updates), MSDC Affordable Housing SPD (2018), the Horsted Keynes Local Housing Needs Survey (2019) and the Common Housing Register (January 2020).

Maintaining local character and ensuring good quality design

- 5.18. Consultations have shown that residents want Horsted Keynes to retain its strong identity as a village and that its character should not be harmed by inappropriate new development. The appearance of the village today reflects its history as a long standing community dating back to before the 11th century and contains, in close proximity, buildings of both historic and contemporary character. This diversity in building styles contributes greatly to the character of Horsted Keynes and it is important that this diversity is retained when new development is planned.



- 5.19. A major part of the village is subject to conservation area status and contains a number of historic buildings dating back to the 17th and 18th centuries and others listed as being of architectural or historical importance. Any development must recognise the significance of the village and its rural setting, and respect its unique character.

- 5.20. The NPPF (February 2019) states:

The creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities. Being clear about design expectations, and how these will be tested, is essential for achieving this. So too is effective engagement between applicants, communities, local planning authorities and other interests throughout the process (Paragraph 124).

Plans should, at the most appropriate level, set out a clear design vision and expectations, so that applicants have as much certainty as possible about what is likely to be acceptable. Design policies should be developed with local communities so they reflect local aspirations, and are grounded in an

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understanding and evaluation of each area's defining characteristics. Neighbourhood plans can play an important role in identifying the special qualities of each area and explaining how this should be reflected in development (Paragraph 125).

- 5.21. Future building should respect the distinctive height, scale, spacing, layout, orientation, design and materials of the area in which it is located. Innovative design should continue to reflect design cues from the wider context of the building.
- 5.22. Detailed design guidance is provided in three recently published documents: the National Design Guide (October 2019), the draft Mid Sussex Design Guide (September 2019) and the High Weald AONB Design Guide for new housing development (November 2019). Applicants for planning permission should draw on this guidance and set out how they have responded to it in any Design and Access Statement submitted with a planning application.



POLICY HK4: MAINTAINING LOCAL CHARACTER AND GOOD QUALITY DESIGN

All development should maintain the distinct local character and demonstrate good quality design. This means recognising the significance of the village setting, responding to it and integrating with local surroundings and landscape context as well as the existing built environment and in particular:

- achieving high quality design that respects the scale, bulk and character of existing and surrounding buildings; and
- ensuring proposals relate to established plot widths within streets where development is proposed, particularly where they establish a rhythm to the architecture in a street; and
- using good quality materials that complement the existing palette of materials used within Horsted Keynes; and
- demonstrating where possible innovation to achieve low carbon sustainable design (policy HK10); and
- adopting the principles of sustainable urban drainage, where practicable (policy HK11); and
- respecting the natural contours of the site and protecting and sensitively incorporating well-established natural features of the landscape including trees, species-rich hedgerows and ponds within the site; and
- providing sufficient external amenity space, refuse and recycling storage and

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car and bicycle parking to ensure a high quality and well managed streetscape.

New, improved utility infrastructure will be encouraged and supported in order to meet the identified needs of the community.

Infill development and residential extensions

- 5.23. Across the Neighbourhood Plan, area there will be some potential for small scale development. This will mostly be infill development within the built-up area boundary. Such developments should be in keeping with the surrounding character of the area, particularly in respect of design and layout.
- 5.24. Within the parish over recent years there has been considerable activity in extending existing dwellings to adapt to changing needs. Although this has the effect of increasing the average size of the housing stock, which is regarded as an undesirable side effect, it is a cost effective way for families to meet changing needs and future proposals for extensions will be permitted in principle, both within and outside the built up area boundary. However it is important that the siting, scale, form and materials of extensions are in keeping with the original property and the street scene.
- 5.25. All infill development and residential extensions should be designed to a high quality and should respect the distinctive character of the area of in which they are situated and reflect the identity of the local context by way of height, scale, spacing, design and materials of buildings. In addition, extensions should respect the amenities of adjoining residents. For the avoidance of doubt further explanation of these requirements follows:

Scale, Height and Form

- 5.26. The overall scale, height and form of a development are important factors in achieving a successful design and should fit unobtrusively with the building and its setting (where it is an extension) and be compatible with the surrounding properties. An extension should be subservient to the original dwelling and not dominate the original building, or the locality. A range of devices are available to subordinate an extension such as setbacks, lower roofs, changes in materials or detailing. Where visible from public view, roof shape is critical to creating a successful built form.

Spacing

- 5.27. Plots must be of sufficient width to allow a building(s) to be sited with adequate separation between dwellings. The width of the remaining and the new plot should be similar to that prevailing in the immediate area.
- 5.28. An extension to the side of a property should normally be acceptable if it does not have a significant adverse impact on the nature of space between buildings which would be out of character in the street scene when the gaps, often with associated landscaping or allowing longer views, are important elements. Extensions to existing buildings should maintain gaps which provide views out of the village into surrounding countryside.

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Materials

- 5.29. Good quality design relies on the choice and combination of materials. The choice of materials should respond to, and reinforce, the character of the area and generally, the materials of an extension should match those used on the original building. However, often secondary buildings or extensions were traditionally erected in different materials which can help reinforce the subservience of the extension and maintain the visual primacy of the original. Hence, if it is compatible with the materials of the existing building, it could be appropriate to use other local materials on an extension. There is a rich palette of building materials in the Horsted Keynes area. Materials typically used include local clamp fired stock bricks, Sussex red brick with black headers, Wealden sandstones, clay roof tiles and tile hanging, render and timber weatherboarding.

Innovative Design

- 5.30. Subject to the context, it may be possible to arrive at an innovative design which responds to the positive features of the existing building and the area and ensures sufficient references to reinforce the distinctive character of the building and its surrounding context.

Privacy, Daylight, Sunlight and Outlook

- 5.31. New buildings and extensions should not adversely affect neighbouring properties by significantly reducing the amount of daylight available through windows or by obstructing the path of direct sunlight to a once sunny garden or window. Blocking direct sunlight from reaching neighbouring properties can cause overshadowing and is not acceptable.
- 5.32. Extensions can materially affect the privacy of adjoining occupiers. In order to safeguard the privacy of neighbours, windows in extensions should avoid overlooking windows of habitable rooms in any adjoining property at a close distance and the private amenity area immediately adjacent to the rear of an adjoining dwelling.
- 5.33. Overshadowing occurs when an extension is in such a location, and/or is of a size that it would cause significant overshadowing of a neighbour's property or amenity space. Development should be designed to avoid any significant loss of daylight or the cutting out of sunlight for a significant part of the day to principal rooms (including lounge, dining room, kitchen and bedrooms) in neighbouring properties or private amenity space. Daylight is the volume of natural light that enters a building to provide satisfactory illumination of internal accommodation between dawn and dusk. Sunlight refers to direct sunshine and is very much brighter than ambient daylight.

POLICY HK5: INFILL DEVELOPMENT AND RESIDENTIAL EXTENSIONS

Infill development and residential extensions that require a planning application will be permitted within the built-up area boundary provided it is in accordance with the Neighbourhood Plan and meets the following criteria:

- the spacing between buildings reflects the character of the street scene (in the case of residential extensions, the scale, height and form must fit unobtrusively with and be subservient to the existing building); and
- existing gaps between buildings at the following locations which provide

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important views out of the village to the surrounding countryside are retained; and

- materials are compatible with materials of existing/surrounding buildings; and
- suitable access and on-site parking is provided without detriment to neighbouring properties; and
- there is no significant harm to the amenity of adjoining residents in respect of access, noise, privacy, daylight, sunlight and outlook is retained.

Development outside the built-up area boundary that complies with policy HK1, including small scale residential extensions, must also meet the criteria listed above.

Conserving local heritage

5.34. The long history of Horsted Keynes is reflected in development over many centuries and a wealth of historic buildings.

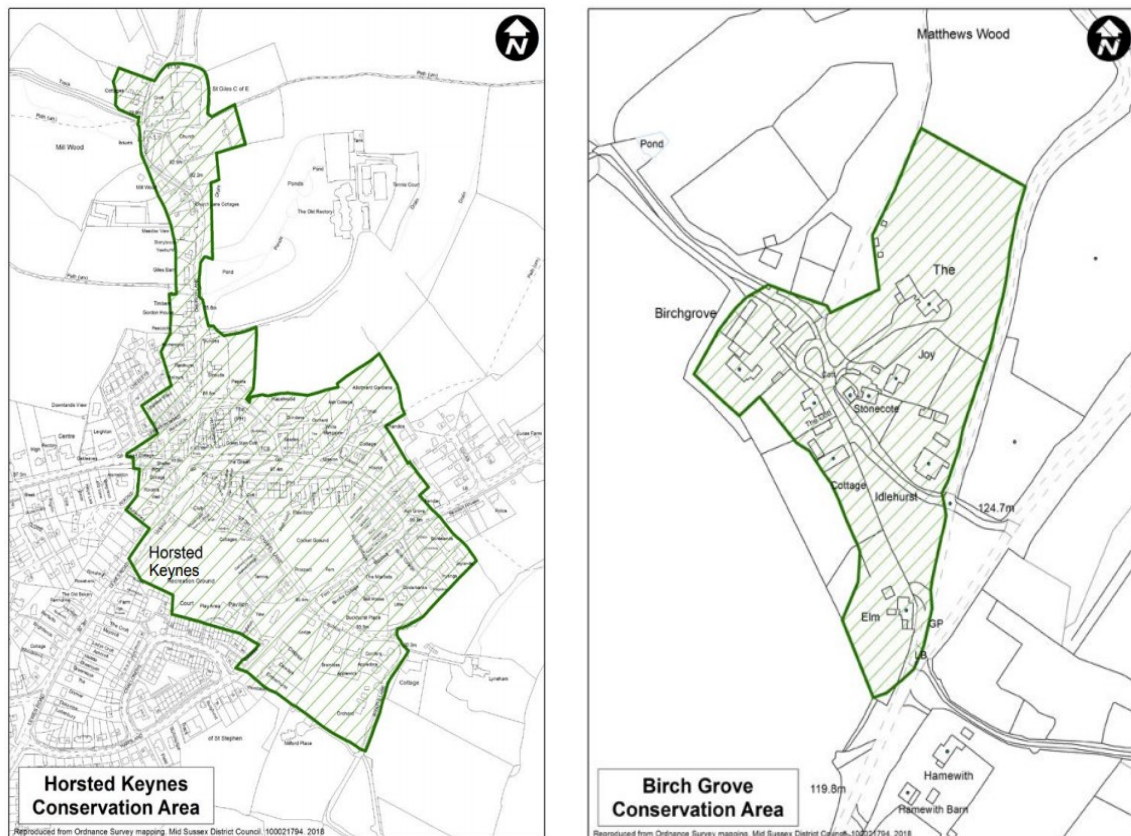
5.35. **Horsted Keynes Conservation Area** was designated in January 1985. It includes the two oldest parts of the village. The first is centred on Church Lane and contains a number of historic buildings dating back to the 17th and 18th centuries, and the 13th century church. The second is centred on The Green, and includes parts of Station Road, Lewes Road and the southern end of Church Lane. The Green is a spacious open area lined by two-storey buildings of predominantly brick construction with those on the southern side well set back from the road. Many of the properties around The Green and along Church Lane, including The Crown Public House and The Forge, are listed as being of architectural or historical importance. Trees and hedgerows are particularly important features within the village, as are the Recreation Ground and Cricket Ground which provide a spacious setting for development to the south of The Green.

5.36. MSDC identifies the following features which go together to give the special character of the Horsted Keynes Conservation Area:

- the spacious character of The Green, the attractive groupings of buildings around The Green and the sense of enclosure created by both buildings and landscaping
- the variety of age and style of buildings, several of which are listed buildings
- the use of traditional and natural building materials
- the extensive views of the countryside from within the Conservation Area, especially around St Giles Church and the views of the church from within the village
- the hedgerows, trees and banked verges, including those in Church Lane, Bonfire Lane and Wyatts Lane

5.37. Designation of a conservation area requires all development proposals (demolition, redevelopment, development, alteration or extension) to preserve or enhance its special character.

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Map C Conservation Areas

- 5.38. **Birch Grove Conservation Area** was designated in 1990. The focal point of Birch Grove is a small triangular green, around which the majority of the buildings are clustered, away from the highway; the absence of through traffic results in a peaceful and attractive environment.
- 5.39. Horsted Keynes has 54 buildings listed as being of special architectural or historic interest. This designation gives them statutory protection from development which will be harmful to their special interest, or to the setting of the building. Most of the listed buildings are in or around the village, including the Grade 1 listed St. Giles Parish Church, but others are historic farmhouses, barns or cart sheds out in the surrounding countryside. Horsted Keynes railway station, and its Signal Box, on the Bluebell Railway are both listed buildings. There are no scheduled ancient monuments in the parish.
- 5.40. The Neighbourhood Plan seeks to conserve and enhance the environment of the village in order to maintain its distinctive rural identity and identity, and its outstanding landscape setting. Accordingly, new development proposals need to give careful consideration to their impact on the built heritage of Horsted Keynes, particularly its conservation area and its listed buildings. This requires, in the first instance, a clear understanding of the historic and architectural significance of the heritage asset and its setting. This understanding then informs the design of sensitive proposals which reflect the need to either preserve and enhance the special character of the area (conservation area) or to preserve or enhance its special architectural or historic interest (listed buildings). This means that the preparation and submission of a Heritage Statement, to accompany any planning application or application for listed building consent, will be required.

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POLICY HK6: CONSERVING LOCAL HERITAGE

Development proposals should preserve or enhance the special character and setting of the Horsted Keynes and Birch Grove Conservation Areas , and preserve or enhance the special architectural or historic interest of listed buildings and their settings , and will be assessed against policy DP35 of the Mid Sussex District Plan

All planning applications in , or affecting, such areas and buildings , or their settings, should be accompanied by a Heritage Statement, which demonstrates a clear understanding of the heritage significance of the assets affected and which then informs the development of sensitive proposals which meet the statutory requirements for their preservation and enhancement.

In particular, development proposals should have regard to the following special features of the two conservation areas:

Horsted Keynes

- the spacious character of The Green, the attractive groupings of buildings around The Green and the sense of enclosure created by both buildings and landscaping
- the variety of age and style of buildings, several of which are listed buildings
- the use of traditional and natural building materials
- the extensive views of the countryside from within the Conservation Area, especially around St Giles Church and the views of the church from within the village
- the hedgerows, trees and banked verges, including those in Church Lane, Bonfire Lane and Wyatts Lane

Birch Grove

- the small triangular green, around which the majority of the buildings are clustered, away from the highway;
- the absence of through traffic resulting in a peaceful and attractive environment.

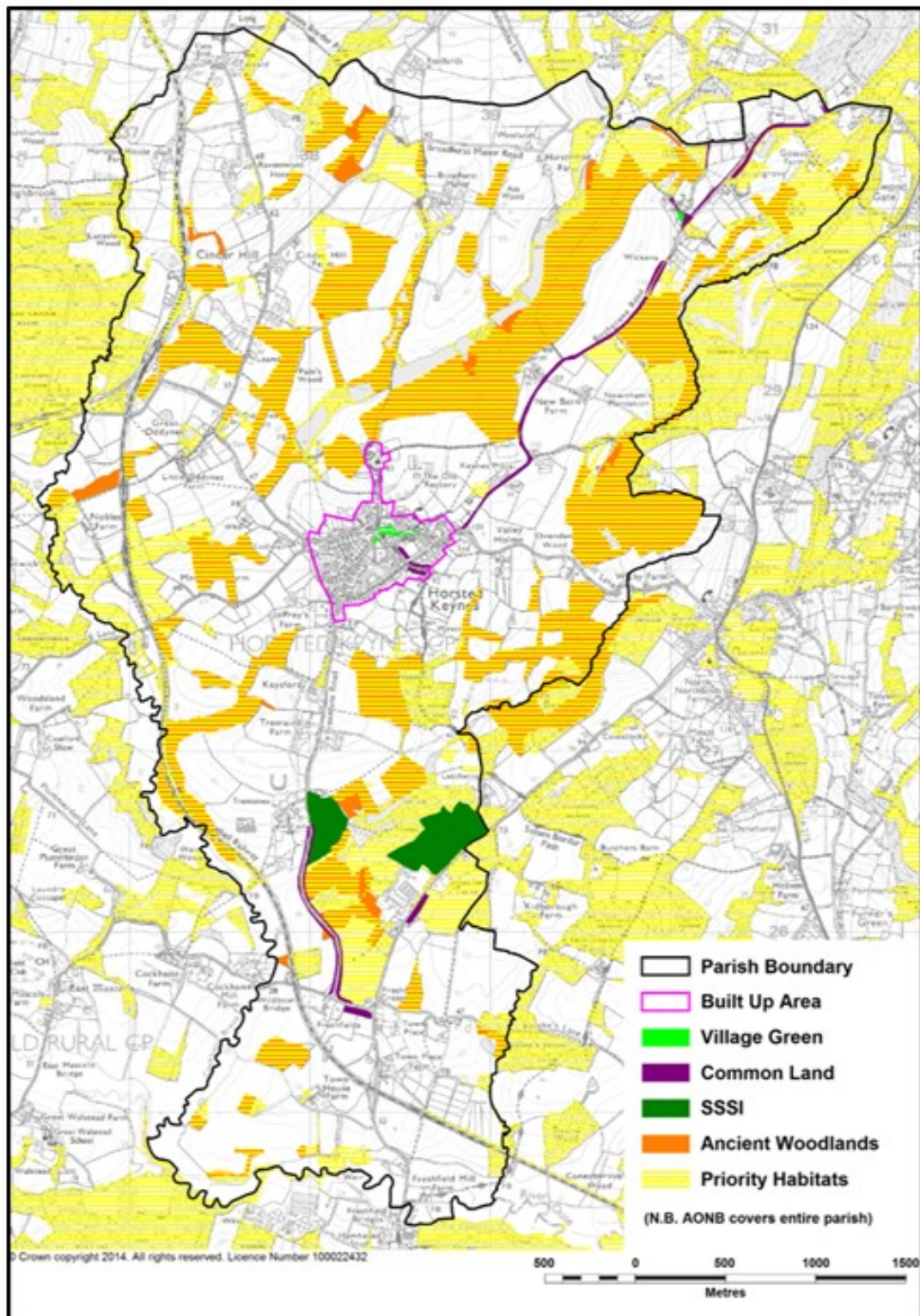
Proposals affecting listed buildings will be considered against policy DP34 of the District Plan and those affecting listed buildings against policy DP35.

6 ENVIRONMENT AND GREEN SPACE

- 6.1. A key objective of the Neighbourhood Plan is to retain what is good about Horsted Keynes. One of the most important aspects of this is the high quality environment of Horsted Keynes and its setting as a small village in a very attractive environment. The plan recognises the need to retain this and, where possible, to enhance the environment of the village.
- 6.2. In particular, the need to retain the rural identity of Horsted Keynes is seen as important, with part of this being the need to retain its setting within a nationally important landscape. Strategic policy in the District Plan (DP12) protects the countryside for its intrinsic character and beauty.
- 6.3. There may be protected species using proposed development sites and that where this is known or suspected, appropriate surveys should be undertaken prior to development.
- 6.4. Similar surveys will be required of windfall sites if known/likely to be used by protected species, prior to determination of planning applications, to inform any decision.
- 6.5. Care is needed where there are old or derelict structures and which include (or are close to) features such as mature trees, ponds, ditches and field boundaries, where protected species may be present. It is important that their protection is a central consideration at the detailed planning stage. Early reference to biological records would clarify where these issues may be acute.
- 6.6. Key environmental features of the parish are shown in Figure 6.1 below. The whole parish is within the High Weald AONB and there are also extensive tracts of ancient woodland and priority habitats, along with two SSSIs.



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Map D Key environmental features of the parish

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Local Green Spaces

6.7. One of the key features that gives Horsted Keynes its character and identity is the central green, with the village spreading out from this central point.

6.8. The village green is a very striking feature right at the heart of the village, beautifully maintained to give pleasure to both visitors and residents alike with benches for those who wish to rest and take in the view. Bordered by both period and modern houses, the Crown and Green Man public houses and a shop, it is central to village life. It provides a perfect setting for community events, such as Horse Racing on the Green, Carols on the Green and the Village Triathlon, and was the focal point of the village Jubilee Celebrations in 2012. Unsurprisingly, villagers see their green as a priceless asset.



6.9. Other green areas close to the centre of the village are:

- The Recreation Ground (including tennis courts); and
- Cricket Field

These are extensively used for sporting and recreational purposes. Community consultation has shown that these are regarded as very valuable village assets which should be retained for use by villagers and visitors alike and should not be used for development of any kind.

6.10. Paragraph 101 of the NPPF states:

The Local Green Space designation should only be used where the green space is:

- a) in reasonably close proximity to the community it serves;
- b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquility or richness of its wildlife; and
- c) local in character and is not an extensive tract of land.

It is considered that these requirements are clearly satisfied for these three areas

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and that they should be designated as Local Green Spaces (policy HK7). Additional policy guidance on recreational development is provided in policy HK8.

POLICY HK7: LOCAL GREEN SPACES

The following areas as shown on the Policies Map are designated as Local Green Spaces:

- Village Green
- Recreation Ground (including the tennis courts)
- Cricket Field.

These Local Green Spaces will be protected for their amenity and recreational value, and the contribution they make to the character and appearance of Horsted Keynes.

Development on Local Green Spaces will only be supported in very special circumstances, where it contributes to the functioning of the space and does not detract from its open character and appearance.

POLICY HK8: RECREATION

Where land is used for recreation, and contains buildings and facilities in association with sporting activities (such as a cricket pavilion, changing rooms, stores or maintenance facilities), developments comprising improvements or extensions to these facilities, or new replacement facilities, will be permitted provided that:

- they remain of a similar scale and bulk as the existing facilities and are demonstrated to be necessary to maintain or improve the recreational benefits derived from the site
- they comply with policy HK4 relating to maintaining local character and promoting good design.

Protection of landscape and natural habitats

- 6.11. Horsted Keynes is surrounded by land which contains a wide variety of natural habitats supporting a rich mix of flora and fauna. In addition, it is recognized as a nationally important landscape as part of the High Weald Area of Outstanding Natural Beauty (AONB). The NPPF 2019 states that:

Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and Areas of Outstanding Natural Beauty, which have the highest status of protection in relation to these issues. The conservation and enhancement of wildlife and cultural heritage are also important considerations in these areas, and should be given great weight in National Parks and the Broads. The scale and extent of development within these designated areas should be limited (Paragraph 172).

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6.12. In Horsted Keynes, the High Weald AONB landscape is defined by the following features⁶:

- **Geology, landform, water systems and climate:** most of the parish is on Upper Tunbridge Wells, Ashdown or Ardingly sand formation sandstone and siltstone interbedded. There is a large clay working at Freshfield Brickworks and a number of historic sandpits in the area. There are many streams that cross the parish, generally running north-east to south-west draining into the River Ouse, which forms the southern boundary. The western boundary of the parish follows the Cockhaise Brook and one of its tributaries. There are also a large number of ponds and lakes including a string of lakes to the north of the village probably related to historic ironworking industry in the area.
- **Settlement:** the main settlement is the village of Horsted Keynes, with the oldest building being the parish church of St Giles, dating back to the 11th century. There are also small hamlets (Birch Grove, Cinder Hill and Freshfield) and over thirty historic farmsteads dispersed across the parish dating from medieval periods to the nineteenth century.
- **Routeways:** Many roads in the parish are historic routeways which were in existence pre 1800. There are also many historic public rights of way which were in existence pre 1860.
- **Woodlands:** There are many small and medium sized blocks of woodland in the parish, mostly designated Ancient Woodland (i.e. pre 1600). These include Birchwoodgrove Wood, the Warren, Leamland Wood, Newnhams Wood, Withy Wood; High Wood, Ovenden Wood and Otye Wood.
- **Field and Heath:** there are a large number of historic field boundaries (i.e. unchanged since the nineteenth century) with about one third of the fields in the parish retaining their medieval small size and irregular shape, often with sinuous boundaries indicating that they have been chopped by hand out of the woodland or wastes around them.("assart fields") Other field systems in the parish were probably medieval or earlier in origin but have had more recent interventions such as late nineteenth century enclosures or modern field amalgamation.

6.13. The High Weald AONB Management Plan 2019-2024 and the High Weald AONB Design Guide for new housing development (2019) set out policies, proposals and design guidance to help conserve and enhance its special character.

⁶ High Weald AONB Unit (2019) *The High Weald Area of Outstanding Natural Beauty Management Plan, 2019 -2024*

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POLICY HK9: THE HIGH WEALD AREA OF OUTSTANDING NATURAL BEAUTY

Development within the High Weald Area of Outstanding Natural Beauty (AONB) will only be permitted where it conserves or enhances the natural beauty of the parish and has regard to the objectives of the High Weald AONB Management Plan 2019-24.

In particular, development must demonstrate that it meets relevant elements of these objectives for this nationally important landscape:

- takes opportunities, where watercourses are within or adjacent to the development site, to restore their natural function in order to improve water quality; prevent flooding and enhance wetland habitats;
- respects the settlement pattern of the parish and uses local materials (see paragraph 5.29) and wood fuel systems that enhance the appearance of development and help to reconnect development with the landscape;
- relates well to historic routeways and does not divert them from their original course or damage their rural character by loss of banks, hedgerows, verges or other important features;
- does not result in the loss or degradation of Ancient Woodland or historic features within it and, where appropriate will contribute to its ongoing management;
- conserves and enhances the ecology of fields, trees and hedgerows; retains and reinstates historic field boundaries; and directs development away from medieval or earlier fields, especially where these form coherent field systems with other medieval features.

6.14. As a rural community, the people of Horsted Keynes recognise that wildlife habitats should be protected and, where possible, restored, enhanced or extended. As required by the National Planning Policy Framework, if this is not possible then any harm caused should be adequately mitigated or, as a last resort, compensated for.

6.15. It is therefore imperative that any potential harm arising from proposed development is, where possible, avoided. Well-designed developments should be able to properly establish the location of habitats and the movement patterns of animals and wildlife such that development does not impact on these. If it is not possible to avoid such harm, then it will be necessary to identify and ensure that appropriate mitigation strategies are put in place. If it is not possible to put in place the necessary mitigation or provide appropriate compensatory measures, then development should not be permitted.

6.16. Detailed ecological data can be supplied by the Sussex Biodiversity Record Centre (SxBRC), who hold data on sites and habitats, and protected and designated species, across the county. SxBRC provide data search services via <https://sxbrc.org.uk/home/>

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POLICY HK10: PROTECTION AND IMPROVEMENT OF NATURAL HABITATS

New developments should safeguard key features of the natural environment, and demonstrate how they will provide for the protection and enhancement of existing habitats of any flora and fauna on the development site and , where possible, utilize opportunities to restore, enhance, or extend them.

The following statutory * and non-statutory ** features of the natural environment are of particular importance and any development proposals affecting them should be informed by a detailed ecological assessment:

- Ashdown Forest Special Area for Conservation*
- Ashdown Forest Special Protection Area*
- Sites of Special Scientific Interest at Ashdown Forest* and Freshfield Lane*
- Local Wildlife Sites at Horsted House Farm Marsh**, Birch Grove Fish Ponds** and Costells, Henfield and Nashgill Woods**
- Local Geological Site at Freshfield Brick Works**
- Road verges at Chilling Street and Treemans Road/Monteswood Lane**
- Priority habitats in the parish**

Where damage to natural habitats cannot reasonably be avoided, measures shall be taken which will ensure that damage is minimised and the habitat affected can continue to thrive.

Where loss of, or damage to, natural habitat cannot reasonably be avoided, the development shall provide suitable mitigation measures or, in the last resort, compensation measures that allow for the creation of new habitats off-site.

An assessment of impact will need to be based on evidence and landscape capacity studies

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Climate change: Sustainable design and renewable energy schemes

- 6.17. Horsted Keynes parish is having to cope with a changing climate. In south-east England, we can expect milder and wetter winters with more intense rainfall events and increased flood risk. We can also expect warmer, drier summers with increased frequency of extreme heat and drought events. Therefore, it is essential that new development takes these risks into account and both mitigates, and adapts to, climate change. Mitigation addresses the causes of climate change (primarily, the accumulation of greenhouse gases in the atmosphere), whereas adaptation addresses the impacts of climate change. Both approaches are needed.
- 6.18. Standards for the energy efficiency of developments are now within national standards, related to the Building Regulations. However, an aspiration in Horsted Keynes is to achieve a higher level of energy efficiency. This can be achieved through a variety of means which incorporate low energy and renewable technologies as part of the design of a development scheme. This includes solar panels, heat pumps (ground or air source), reed beds and water harvesting. The inclusion of such technologies will be strongly supported as part of residential designs.
- 6.19. The installation of renewable and low carbon energy facilities within the parish for the benefit of the wider community is also encouraged.

POLICY HK11: LOW CARBON—DESIGN AND RENEWABLE ENERGY SCHEMES

Built development should aim to be carbon neutral or as near to carbon neutral as possible. Residential design proposals that include low energy and renewable technologies will be strongly supported.

The siting and design of development should consider opportunities for passive solar gain and natural ventilation and shading.

The development of renewable and low carbon energy facilities, including community-led schemes, will be supported, provided that any adverse impacts (for example landscape and visual impacts, and impacts on biodiversity and amenity) can be managed and mitigated to an acceptable level.

Flood risk and drainage

- 6.20. Flood risk in the parish is concentrated alongside the River Ouse, on the southern edge of the parish, and along the Cockhaise Brook and its tributaries. These higher risk areas are well away from the village. There is also a surface water flooding risk in a number of locations arising from intense rainfall events, where run off from hard surfaces and fields overwhelms local drainage infrastructure. The potential growing threat of flood risk from new development is a concern in Horsted Keynes.
- 6.21. In line with NPPF paragraphs 155-165 and Mid Sussex District Plan Policies DP41 and DP42, surface water drainage on any development must not add to the existing site run-off or cause any adverse impact to neighbouring properties or the surrounding environment/wildlife habitat.

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- 6.22. To complement this, it is important that Sustainable Drainage Systems (SuDS) are designed in new development so that they are effective. These systems reduce flood risk by slowing down, or storing, water as it runs towards streams and rivers with measures such as soakaways, holding ponds, swales, wetlands, green roofs and rainwater harvesting.

POLICY HK12: SUSTAINABLE DRAINAGE SYSTEM DESIGN AND MANAGEMENT

Development proposals creating significant new drainage requirements must demonstrate that effective Sustainable Drainage Systems are incorporated, and a long term management plan must be prepared to secure future maintenance of the drainage system.

New and improved water and waste water utility infrastructure will be encouraged and supported in order to meet the identified needs of the community.

Light pollution

- 6.23. One of the identified issues in Horsted Keynes parish is light pollution. In such a rural location in the High Weald AONB, where the undulating topography makes certain parts of the parish highly visible, over intense, poorly designed and located lighting can have a disproportionate polluting effect. The High Weald AONB currently enjoys some of the darkest skies in the south-east of England⁷ and illumination of the night sky is a significant issue.
- 6.24. Any development should accord with the guidance notes on the reduction of light pollution provided by the Institute of Lighting Engineers⁸. Specifically this is for Environmental Zone E1 which covers appropriate lighting in areas of outstanding natural beauty.
- 6.25. It will be a requirement of any form of development which proposes external lighting to minimise the amount of light that is visible from outside the property. Lighting in public areas, particularly street lights, should only be provided where it is demonstrated to be needed to ensure public safety and must be provided in the form of down lighters and other measures which serve to minimise the amount of light that is visible away from the area it is intended to be lit.

POLICY HK13: LIGHT POLLUTION

New development will be required to demonstrate how it has minimised light pollution created through its proposed use.

Where external lighting is proposed it must be demonstrated that:

- a) it is needed for operational reasons, or to ensure public safety or security.
- b) any light spillage beyond the application site is eliminated, or reduced,

⁷ http://nightblight.cpre.org.uk/?_ga=1.222499291.133507274.1474542711

⁸ Institute of Lighting Engineers (2011) *Guidance Notes for the Reduction of Light Pollution*

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- by measures such as timing and proximity controls, orientation, screening, shielding or glazing.
- c) there is no adverse impact on any nearby residential properties.

Guidance from the Institute of Lighting Engineers (*Guidance Notes for the Reduction of Light Pollution 2011*) should be followed.

7 BUSINESS AND EMPLOYMENT

7.1. One of the main objectives of the NPPF (paragraph 83) is to build a strong, competitive economy in both urban and rural areas. It states that in rural areas planning policies and decisions should enable:

- a) the sustainable growth and expansion of all types of business in rural areas, both through conversion of existing buildings and well-designed new buildings;*
- b) the development and diversification of agricultural and other land-based rural businesses;*
- c) sustainable rural tourism and leisure developments which respect the character of the countryside; and*
- d) the retention and development of accessible local services and community facilities, such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of worship.*

7.2. The community of Horsted Keynes – both residents and existing businesses – considers that the first and last of these objectives are the most important. Equally though, there is an important balance that the Neighbourhood Plan seeks to achieve. It wishes to encourage the growth of appropriate commercial activities which create jobs for local people.

7.3. Whilst Horsted Keynes does have a limited employment base – mainly restricted to employment centres such as that at Horsted Keynes Business Park – the analysis in Section 2 showed that a significant proportion of people work from home. This is supported by the Neighbourhood Plan survey which found that a significant proportion of employers (which includes self-employed people working from home) felt that they were likely to need expanded or additional commercial premises in the future.

Expansion of existing commercial premises

7.4. Significant employment providers within the parish include:

- High Weald Dairy
- Freshfield Lane Brickworks
- Abbeyfield care home (Westall House)
- Bluebell Railway
- Horsted Keynes Business Park

7.5. Consultation with some of these employers, including engagement with the Horsted Keynes Business Park in 2015, has shown that development of their businesses could provide additional employment opportunities within the parish, but could require conversions or extensions to their existing business premises. Whilst all of these businesses are situated beyond the built up area boundary, conversions and minor extensions to existing premises would be acceptable provided they are carried out in accordance with the principles embodied within this document for all other new development.

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7.6. In particular, this relates to the main employment centre in the parish, Horsted Keynes Business Park. This is currently very well occupied, serving a range of small businesses. The opportunity for some small-scale expansion of these premises to be able to serve a greater number of businesses will therefore bring positive benefits. Any proposals must ensure in particular that they are not detrimental to the character of the wider countryside.

POLICY HK14: EXPANSION OF EXISTING COMMERCIAL PREMISES

The expansion of existing commercial premises will be permitted, subject to the following criteria:

- the proposals comply with the other relevant sections of the Neighbourhood Plan, in particular Policy HK4 relating to local character and good design; and
- the proposals are not detrimental to the character of the wider AONB countryside or the views across it, the layout and design of the development reflects the rural location, and the site is contiguous with the existing employment site; and
- the proposals can be demonstrated to provide additional employment opportunities within the parish or be necessary to maintain existing employment activities; and
- the activities to be undertaken on the premises do not have an unacceptable impact on the amenity of neighbouring properties; and
- there is sufficient off-street parking to accommodate workers and visitors; and
- the activities to be undertaken on the premises will not result in a significant increase in heavy vehicular traffic on the roads in the vicinity of the premises, or elsewhere in and around the parish.

Telecommunications

7.7. Mobile communications are becoming increasingly important for modern businesses. In particular in rural areas, limited phone and broadband connections are often seen as the most significant restriction on business activity. The Neighbourhood Plan survey showed that 40% of respondents rely on a smartphone for work, whereas only 20% are satisfied with the current signal in Horsted Keynes. Most importantly, 72% of respondents said that they would

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support the provision of a suitably located phone mast in Horsted Keynes if it improved the signal for mobile phone use.

POLICY HK15: BROADBAND AND TELECOMMUNICATIONS

Support will be given to appropriate proposals to provide access to super-fast broadband service and improve mobile telecommunications network that will serve businesses and other properties within the Parish. This may require above ground network installations, which must:

- a) be sympathetically located and designed to reduce any adverse impact on the landscape,
- b) utilise all available opportunities to share masts and other equipment between code operators
- c) make arrangements for de-commissioning and removal of equipment after it is no longer required

8 TRANSPORT

- 8.1. In a small rural village such as Horsted Keynes maintaining and improving the existing infrastructure is of paramount importance in providing a safe and comfortable environment for residents of all ages.
- 8.2. The extent to which this can be achieved through the neighbourhood planning process is limited to those issues which can be governed by land use planning matters. The provision of additional services such as highways improvements, water, sewage disposal, electricity and the like remains the responsibility of the relevant local authority and utility provider and cannot be specified as a requirement under this plan.
- 8.3. Nevertheless, it is intended that development should add positively to this infrastructure where it is practicable to do so, and avoid unacceptable burdens on existing networks. This is an essential component of sustainable development.

Car parking

- 8.4. The issue of car parking within the village centre has been a major concern, strongly expressed, throughout the community consultation process. This has included concern both about losing any of the existing parking areas within the village as a result of development and that new development could exacerbate the existing problem by resulting in additional parked cars on existing narrow village streets, many of which do not have footways. Policies HK16 is intended to address these concerns.

POLICY HK16: LOSS OF EXISTING PUBLIC CAR PARKS

Within the Built up Area Boundary, developments which result in the removal of existing public off-road parking spaces will only be permitted if alternative provision is made which maintains or increases the number of publicly accessible parking spaces at, or in the immediate vicinity of, the development.

- 8.5. Recent developments in Horsted Keynes have not always provided sufficient off-street parking for the number of cars owned by those occupying the dwellings. The 2011 Census results show that the village already has a very high rate of car ownership which, given the rural setting and the need to access services and jobs elsewhere, is likely to continue in the future.
- 8.6. There is already a high incidence of on-street parking on existing roads which can make it difficult for vehicles to pass, particularly buses and larger commercial traffic. Many of the village roads do not have footways and parked cars result in danger to pedestrians both walking in and crossing the road.
- 8.7. WSCC has recently (August 2019) reviewed parking standards across the county and the parking demand for Parking Behaviour Zone 1 (the most rural areas with least access to services / public transport and greater car dependency, including Horsted Keynes) is set out in the table below. The expectation is that these demands will be met in new residential development. Therefore, the standards are neither a minimum nor maximum provision, but a demand which is expected to be met

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Residential parking demand (spaces per dwelling)

No.of bedrooms	No.of habitable rooms	Parking provision (Zone 1)
1	1-3	1.5 spaces
2	4	1.7 spaces
3	5-6	2.2 spaces
4+	7+	2.7 spaces

Source: West Sussex guidance on parking in new development WSCC August 2019.

- 8.8. WSCC state “as part of their planning application, applicants will be expected to provide a schedule of parking provision, detailing the number of allocated and unallocated spaces, including garages and electric vehicle charging spaces (both active and passive)”.
- 8.9. The Neighbourhood Plan has not gathered any specific evidence on parking demand in Horsted Keynes, which would justify any variation from the county standard.

Access by non-vehicular modes

- 8.10. The scale of Horsted Keynes is such that movement around the village on foot or by bicycle is an attractive alternative to using a car for many people, especially given the restricted parking opportunities available in the centre. The open countryside around the village is also a great attraction to which such access would be valuable. It is important therefore that this option is encouraged within any new development by the provision of good access both to the village and the open countryside beyond. The aim is to make a more “walkable village”.
- 8.11. Existing footways in the village can be narrow, such that pedestrians cannot walk two abreast and there is insufficient room for pushchairs, parents with young children and mobility scooters to travel safely adjacent to the highway.
- 8.12. There is an opportunity to ensure that such issues are avoided in new developments and Policy HK17 seeks to do this.

POLICY HK17: CYCLEWAYS AND FOOTWAYS

New developments shall include publicly accessible footways and, where possible, cycleways to link the site to the wider footway and road network, linking them to community facilities in the village such as the primary school, church, pre-school nursery, the shop, pubs, and meeting rooms.

New developments shall provide footways serving the new dwellings that are of sufficient width to accommodate at least two persons walking abreast and are suitable for wheelchairs, prams, pushchairs and mobility scooters, except where a narrower footway may exceptionally be justified by an overriding need to maintain the existing character or appearance of a street or lane.

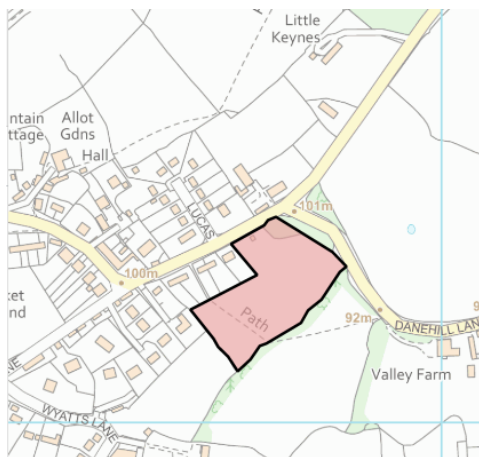
9 SITE ALLOCATIONS

Background

- 9.1. The District Local Plan sets out an overall planning strategy for Mid Sussex in policies DP4, DP5 and DP6. This includes the overall amount of new residential development up to 2031 and a settlement hierarchy to indicate how it will be spread across the district. It also identifies large-scale strategic development allocations at Burgess Hill (2 sites), Pease Pottage (1) and Hassocks (1). Allocation of smaller sites is left to the Site Allocations DPD and/or neighbourhood plans prepared by town and parish councils.
- 9.2. Horsted Keynes is indicated as a category 3 settlement in policy DP6 (Medium sized villages providing essential services for the needs of their own residents and immediate surrounding communities), with **69 dwellings to be provided over the period to 2031.**
- 9.3. A Strategic Housing and Employment Land Availability Assessment (SHELAA) provides a “long list” of potential housing and employment sites, which is used to inform the preparation of the Site Allocations DPD and the Neighbourhood Plan. “The call for sites” lasted from October 2017 to February 2018 and led to publication to a revised SHELAA in April 2018. A summary of the outcome of the assessment by MSDC is attached as Appendix B.
- 9.4. MSDC published a draft Site Allocations DPD for consultation between 9 October and 20 November 2019. The draft plan proposes two allocations of land for housing development in Horsted Keynes:
- **SA28 Land south of the Old Police House, Birchgrove Road, Horsted Keynes (25 dwellings)**
 - **SA29 Land south of St. Stephen’s Church, Hamsland, Horsted Keynes (30 dwellings).**

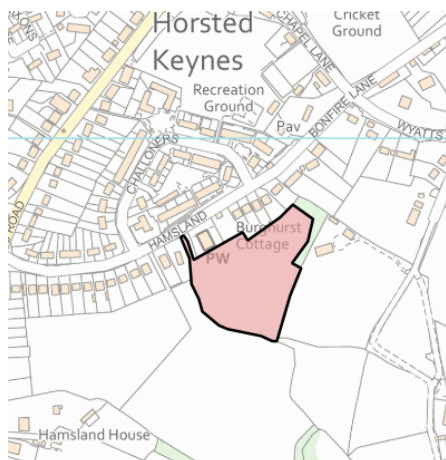
The two proposed allocations are shown in Maps E and F below.

Map E SA28- Land south of Old Police House



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Map F
SA29 -Land south of
St. Stephen's Church



9.5. It is understood that MSDC will be considering views received as a result of the consultation in spring 2020, at which stage they will consider whether any amendments are required to the draft documents, before they are published again for pre-submission consultation later in 2020.

9.6. **The Neighbourhood Plan's housing strategy is to rely on the MSDC Site Allocations SA28 and SA29 to meet its residual housing requirement, as set out in District Plan policy DP6 and, in the event of any shortfall, consider whether any additional site allocation is necessary to meet the DP6 strategic requirement.**

Housing land supply position at 31 December 2019

9.7. Policy DP6 of the District Plan indicates a net requirement for **at least 69 new dwellings** in Horsted Keynes parish from 2014 up to 2031. As at 31 December 2019, the updated evidence for the HKNP indicates that housing land supply position was as set out below:

Table A: Housing land supply position at 31 December 2019	
Completions (1 April 2014 -31 December 2019) and commitments at 1 November 2019	7 dwellings
Contribution from C2 residential institutions arising from completions and commitments at Westall House , based on the guidance in the DCLG Housing Delivery Test Measurement Rule Book (20 units at a ratio of 1.8)	11 dwellings
Allocations in the draft MSDC Site Allocations DPD : SA28 land south of Old Police House (25) and SA29 land south of St. Stephen's Church (30)	55 dwellings
TOTAL	73 dwellings

9.8. **This existing housing land supply is sufficient to meet the strategic requirement minimum of 69 dwellings up to 2031.** Within the plan period, subject to policies HK1 - HK5, this is very likely to be supplemented by further "windfall" sites for housing development, which may also include community-led housing schemes. This would give additional flexibility, if existing commitments

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are not built out or if any proposed allocations yield less than expected, or are delayed.

Is there a need for further allocations to supplement the housing land supply?

9.9. Nevertheless – in order to test whether it is sustainable to allocate additional sites over and above those in the Site Allocations DPD – the Neighbourhood Plan has undertaken a “**site filtering**” **process** of all the sites put forward by landowners and developers to see if there are any “**realistic alternatives**” which warrant assessment against the NDP’s sustainability objectives. The site filtering process has included sites put forward as part of the Neighbourhood Plan and as part of the SHELAA process carried out by MSDC to inform the preparation of the Site Allocations DPD).

9.10. The Sustainability Appraisal (supplemented by a detailed site assessment using the same criteria as the DPD) confirms that the allocations proposed in the Site Allocations DPD (Sites SA28 and SA29) are the two most sustainable sites for housing development in Horsted Keynes and that there are no additional sites which could be allocated without significant harm to planning interests, in particular the character and appearance of the High Weald AONB and achieving safe and convenient vehicular access to any additional allocation site.

9.11. Housing provision in the parish will need to be carefully monitored over the plan period with a particular focus on:

- new planning permissions granted for housing development
- build out and completion of planning permissions granted for housing development
- overall progress towards provision of the housing development required in policy DP6.

10 COMMUNITY ACTION: NON-LAND USE ISSUES AND REVIEW

10.1. There are a number of issues that have been raised through the process of preparing the Neighbourhood Plan that are not directly related to land-use matters (although several indirectly relate to the use of land in some form). As such, they are not matters that can be addressed directly by the provision of a planning policy in the Neighbourhood Plan. However, this is not to say that these are not important matters and it is important that a strategy for dealing with these matters is assembled and taken forward. In doing so, this will help to achieve the vision and objectives of the Neighbourhood Plan.

10.2. These community action issues that have been identified are shown in the Table below, along with possible actions.

Table: Community action and Non-land use issues to be addressed

Issue	Possible actions	Lead agencies and partner	Funding needed?	Priority
Transport				
Ensure that local services remain and, if possible, are enhanced	Continue to engage with Metrobus and put together a campaign of advertising to increase awareness. Engage with parishes along the route to explore the potential of more frequent Sunday services for Route 270	Horsted Keynes Parish Council Metrobus Other local parishes	Yes	High
Heavy goods vehicles passing through the country lanes and through the village	Horsted Keynes Parish Council, to explore and support measures to address inappropriate vehicular traffic passing through the villages. Previously a proposed Traffic Regulation Order (TRO) application to erect signs to restrict access to all vehicles over 7.5 tonne on all 'B' and 'C' roads in the greater part of Central and North Mid Sussex (which covers the Parish of Horsted Keynes) unless for access or loading was supported, but did not proceed because of objections from the Police.	Horsted Keynes Parish Council	No	High
Need for traffic calming	Horsted Keynes Parish Council will seek to work with other organisations and bodies to promote the reduction in traffic speeds, and provide appropriate facilities for a school crossing in Station Road.	Horsted Keynes Parish Council	No	Medium
Low carbon technologies	Support the installation of electric car charging points and other technological energy efficiency measures of	Horsted Keynes Parish Council	No	Medium

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Issue	Possible actions	Lead agencies and partner	Funding needed?	Priority
	the future.			
Use developer contributions to improve walking and cycling routes around the village	Identify key routes	Horsted Keynes Parish Council	No	Medium
Environment and energy				
Maintenance of green areas	Continue to maintain green areas	Horsted Keynes Parish Council	Yes	Ongoing
Renewable energy	Explore the potential for the installation of sustainable energy systems (e.g. solar panels) on commercial properties (e.g. via a Community Energy Cooperative)	Horsted Keynes Parish Council	No	Medium
Renewable energy	Use developer contributions to finance installation of electric car charging points and other technological energy efficiency measures of the future	Horsted Keynes Parish Council/West Sussex County Council	No	Medium
Efficient electricity	More resilient and efficient electricity supply in cases of extreme weather and other potential disruption.	Electricity Supplier/Horsted Keynes Parish Council/West Sussex County Council	Possibly	Medium
Water supply	Water supply	Southern Water/Horsted Keynes Parish Council/West Sussex County Council	Possibly	Medium
Community infrastructure				
Protect important community assets	Identify and seek listing of Assets of Community Value (ACVs) by MSDC. Establish of a Community Land Trust to secure suitable buildings for community use if they become available.	Horsted Keynes Parish Council	No	High
Support the Youth Club	Provision of meeting place for the youth club. Hire of Youth Leader	Horsted Keynes Parish Council	Possibly	Medium
Provision of new modern playground for children	This has now been completed, but it still needs to be subject to regular maintenance and safety checks	Horsted Keynes Parish Council Mid Sussex District Council	Yes	High

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Issue	Possible actions	Lead agencies and partner	Funding needed?	Priority
Upgrades to local green spaces	Maintain, enhance the village green, the recreation ground and the cricket field.	Horsted Keynes Parish Council	Possibly	Medium
Consider use of the Pavilion on the Recreation Ground	Maintain, enhance and find a suitable use for it. Open and clean the public toilets at the rear of the Pavilion.	Horsted Keynes Parish Council	Yes	Medium
Provide an easily available toilet for St. Giles Church	Agree next steps between partners	Horsted Keynes Parish Council/PCC/'Friends of the Church'	Yes	Medium
Improve the maintenance of the roads and repair potholes	Liaise with highway authority about the state of roads.	Horsted Keynes Parish Council/West Sussex County Council	No	High
Village Shop	Prepare a contingency plan to help maintain the Village shop facility	Horsted Keynes Parish Council	Possibly	High
Village Volunteer Group	<p>West Sussex County Council is encouraging communities to establish Volunteer groups to keep their area clean and tidy. Several groups have now been set up in the parish, such as:</p> <p>HK Conservation Group (also known as the Hackers) help to keep the Parish clean and tidy.</p> <p>HK Help provides transport, practical help, confidential help, and arranges home communion.</p> <p>First Steps provides weekly sessions for young mothers and babies.</p> <p>HK Cafe provides activities and refreshments.</p> <p>Friends of St. Giles Church support fund raising activities to maintain church buildings.</p> <p>Friends of Abbeyfield support Westall House in a</p>	West Sussex County Council/Mid Sussex District Council/Horsted Keynes Parish Council	No	Low

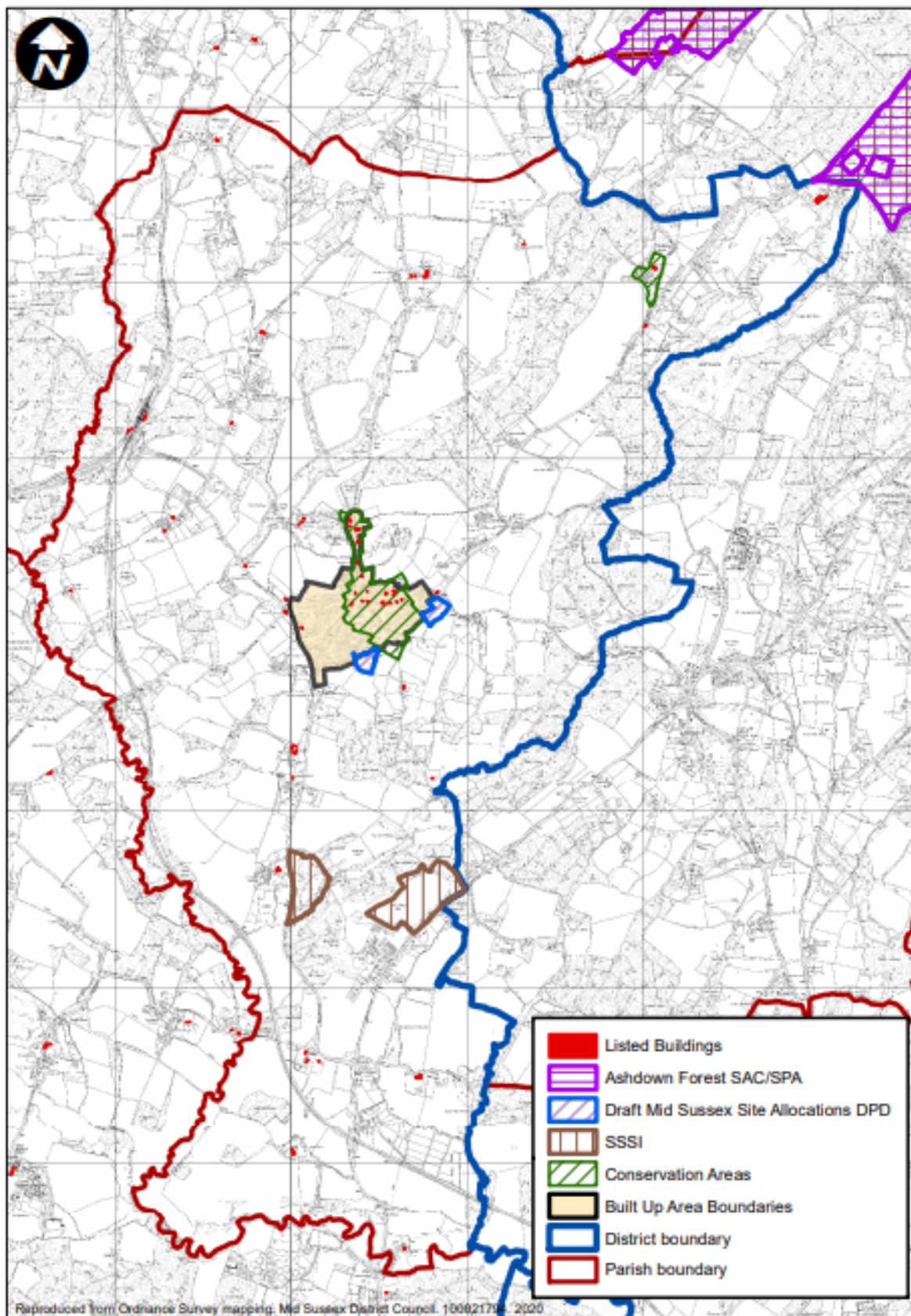
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Issue	Possible actions	Lead agencies and partner	Funding needed?	Priority
	variety of ways			
Housing delivery				
Establishment of a Community Land Trust	The setting up of a CLT has now been completed	Horsted Keynes Parish Council	Yes	Medium

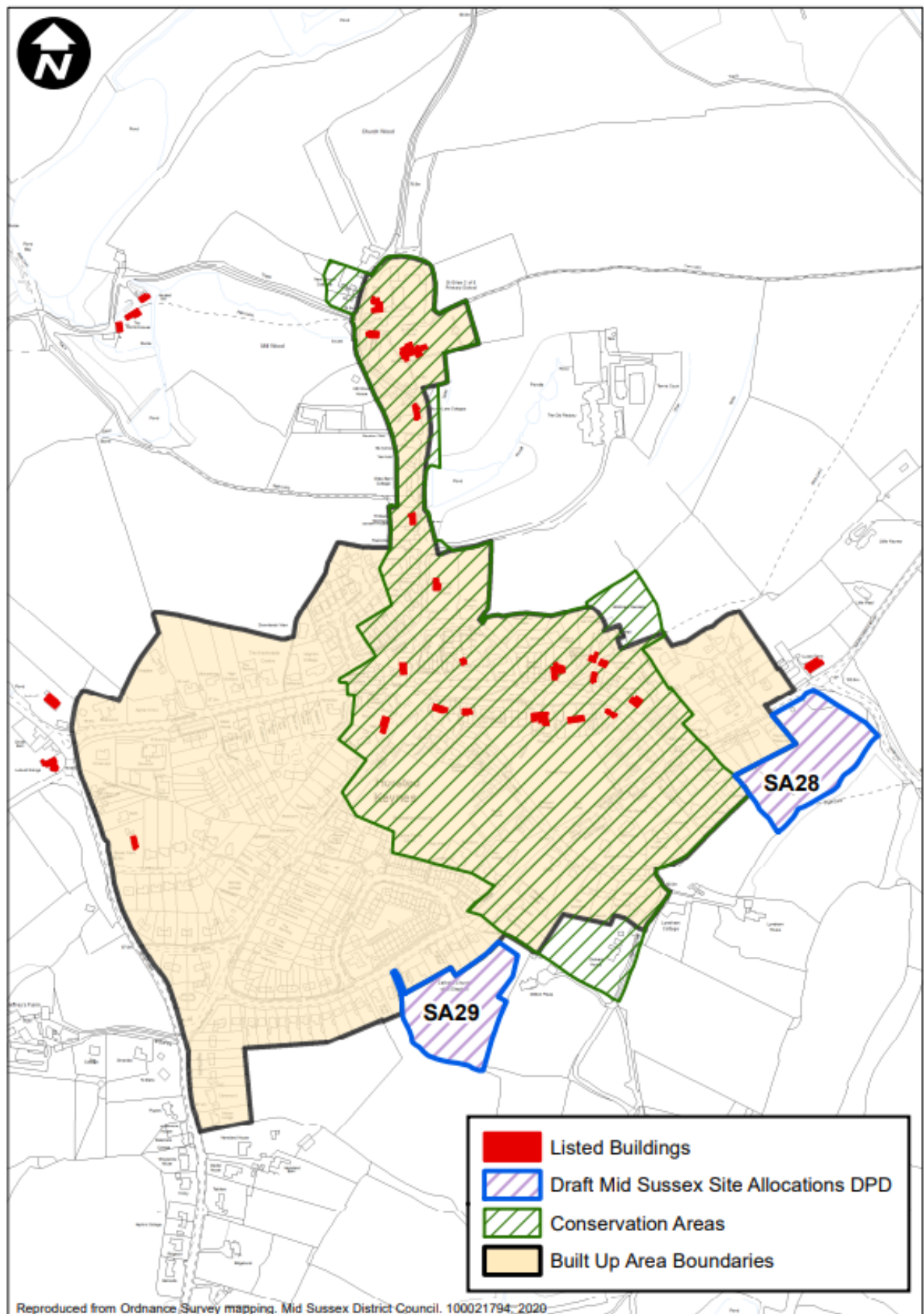
11 MONITORING AND PLAN REVIEW

- 11.1. The Neighbourhood Plan will be delivered and implemented over the plan period to 2031 by a range of stakeholders covering a number of different interests including the local authorities, landowners and developers, residential and business property owners, volunteer groups and campaigners. Flexibility will also be needed as new challenges and opportunities arise over the plan period.
- 11.2. It is important that we regularly check whether the Plan is delivering the Vision we have set out for Horsted Keynes in 2031 and whether it needs to be reviewed to respond to changing social, economic and environmental conditions.
- 11.3. MSDC prepares an “Authority Monitoring Report” which will give a high level report on changing conditions across the district. This may need to be supplemented by some local work to get a more detailed picture for Horsted Keynes.
- 11.4. Amongst the things that will need to be monitored locally are:
- The pattern of planning applications submitted in Horsted Keynes and decisions on them (including planning appeals).
 - Any planning enforcement cases in the parish.
 - How housing needs in the parish are evolving and the extent to which they are being met.
 - Factors affecting the prosperity of the rural economy and the fortunes of local businesses.
 - Maintenance of local community facilities.
 - Whether the condition of key features of the historic and natural environments are stable, improving or declining.
- 11.5. In light of this, it is expected that the Horsted Keynes Neighbourhood Plan will be reviewed within the first five years of being formally “made”.

12 POLICIES MAPS



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GLOSSARY

- **Affordable housing** - Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market.
- **Community Infrastructure Levy (CIL)** – a fixed, non-negotiable contribution that must be made by new development. It is chargeable on each net additional square metre of development built and is set by Mid Sussex District Council.
- **District Plan 2014-31**– the planning policy document produced by Mid Sussex District Council covering Horsted Keynes parish. This addresses strategic planning matters and the Horsted Keynes Neighbourhood Plan, as required by the National Planning Policy Framework, must be in general conformity with the District Plan.
- **National Planning Policy Framework (NPPF)** – the national planning policy document which sets out the Government's planning policies for England and how these are expected to be applied. ("What you should do ")
- **National Planning Practice Guidance (NPPG)** – detailed guidance on the practical application of the national planning policies set out in the NPPF ("How you should do it") in a set of online guidance notes which are updated regularly.
- **Social rented housing** - Housing owned by local authorities and private registered providers for which guideline target rents are determined through the national rent regime.
- **Strategic Housing and Employment Land Availability Assessment (SHELAA)**
– an evidence base exercise undertaken by all local authorities to determine the amount of land that has theoretical potential for housing development. All sites put forward are considered for their availability, suitability and deliverability for housing. If a site addresses all of these requirements then it is considered to have theoretical potential for housing development; however this does not mean that the site will be brought forward for development or that a planning application will be granted planning permission. All sites for consideration are collated through a 'Call for Sites' exercise which invites anyone to put forward land for consideration through the SHLAA process.

Appendix A: Socio-economic profile

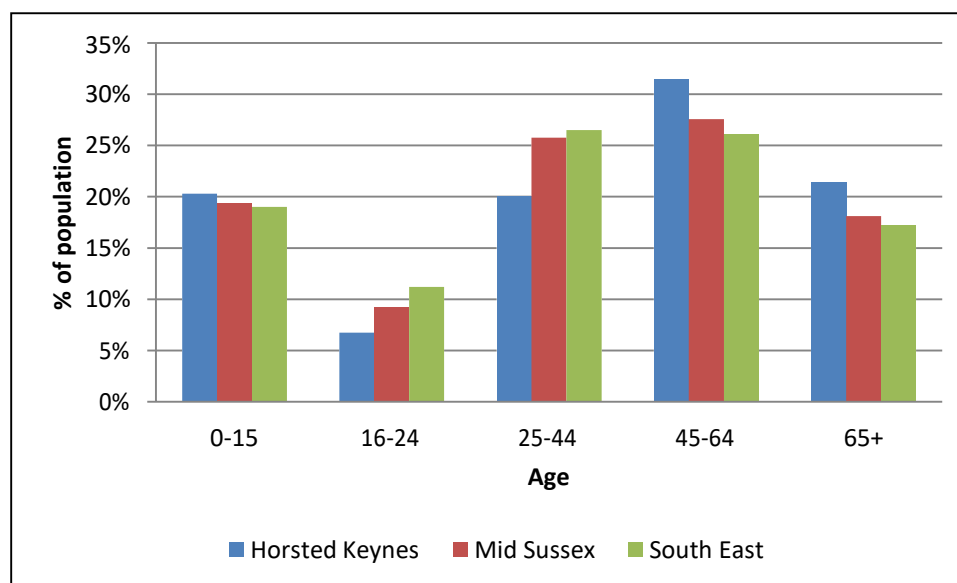
Unless stated otherwise, the profile of the community has come from the 2011 Census.

Population and households

In 2011, the population of the parish was 1,586. Compared to Mid Sussex district, it has a low proportion of both young adults aged 16-24 and adults between 25 and 44 years of age. This suggests a trend for teenagers to move away from the village when they reach adulthood, a trend that continues up to the age of 44, leaving the village with a comparatively older population. What this points to is a comparatively low proportion of young families, although the proportion of children up to the age of 15 is broadly in line with the district average.

By contrast, the parish has a high proportion of adults aged 45 to 64, suggesting that a good number of people will be approaching retirement age over the plan period. This is reinforced by the high proportion of people that have already reached retirement age.

Figure 1: Population profile, 2011



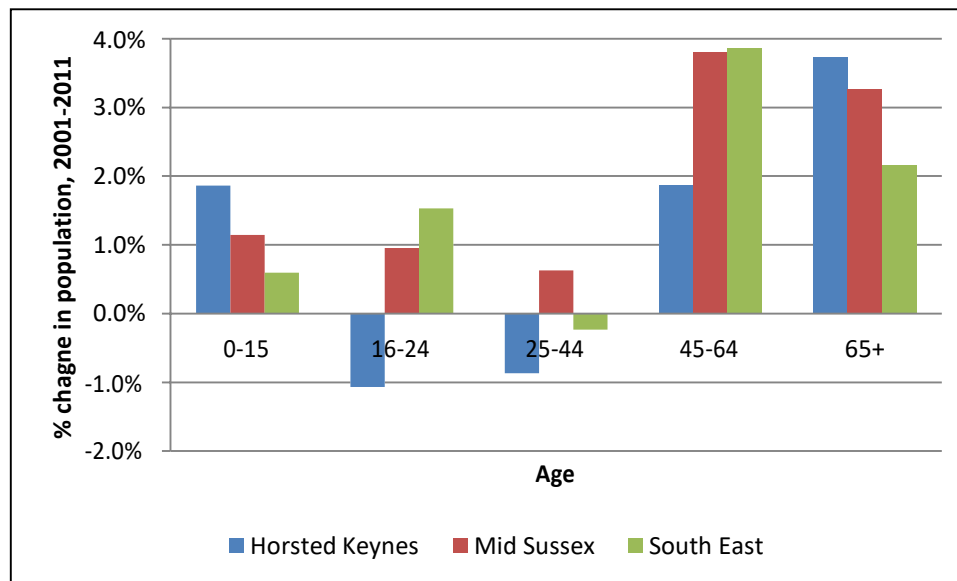
Source: 2011 Census

Since 2001, the population has grown by 79 people, a 5.2% change compared to 9.8% growth in the district as a whole. This is reflective of Horsted Keynes's role in the district as a small rural settlement. What is particularly interesting is the change in population by age group.

Figure 2 shows that most of the growth in population came from those aged 65 and over. By contrast, the number of young people between 16 and 44 fell considerably. So although the number of children has held up well, these changes tend to confirm the above conclusion of an ageing population.

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Figure 2: Change in population, 2001-2011



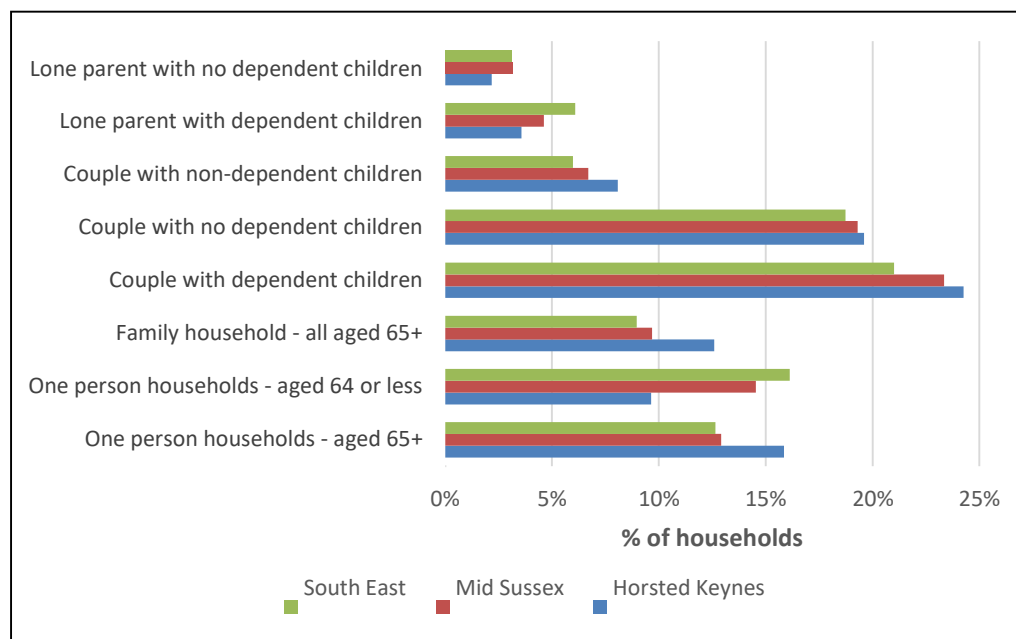
Source: 2011 and 2001 Census

The total number of houses completed in the parish in the ten years to 2011 was 16 (source West Sussex County Council), but this included a small development of 9 houses near the village green at the start of this period. The Office for National Statistics have advised that the increase in the number of households in the parish cannot be determined by comparing household statistics in 2011 with those in 2001 because of the margin of error in the estimates involved. Since the 2011 census, a net five new dwellings will have been completed by the end of 2015 bringing the estimated total of occupied dwellings to 648.

Figure 3 shows that Horsted Keynes has a comparatively high proportion of couples with no dependent children, which is largely made up of retirees.

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Figure 3: Composition of households, 2011



Source: 2011 Census

Over the ten years since 2001, the proportion of households in the parish occupied by couples (with or without dependent children) fell noticeably from 71% to 67%, a fall within that category of 6%, whereas one person households rose from 23% to 26%, a rise of 12.8%. This is a new trend and reinforces a profile of the community that is increasingly living in households consisting of fewer people.

Figure 3 shows that Horsted Keynes parish has a comparatively high proportion of households consisting of people of retirement age (65+), supporting the earlier population analysis.

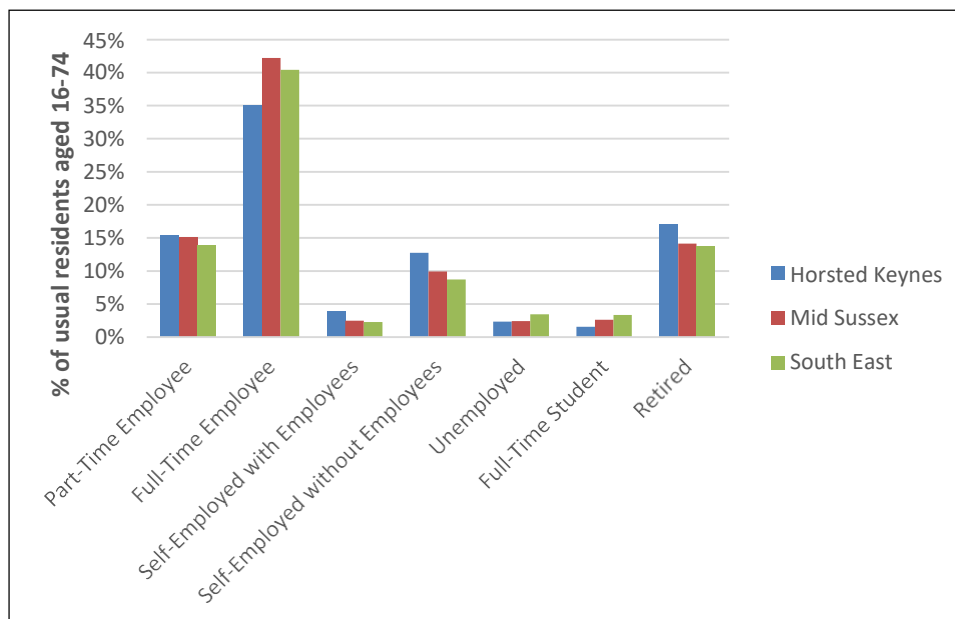
Despite this, Figure 3 still shows that nearly 25% of the households are families with dependent children and Figure 2 did show a modest increase in the proportion of children aged up to 15. It is important that the needs of these households are recognised as well.

Work

71% of the population of working age in Horsted Keynes parish are economically active, which is below the district and regional averages. The reason for this, as shown in Figure 4, is the high proportion of retirees (who are classed as economically inactive). The proportion of people in full- time employment is quite low but this is offset by the number of self-employed people, particularly those without employees. This points to a high proportion of people working for themselves, from their own homes.

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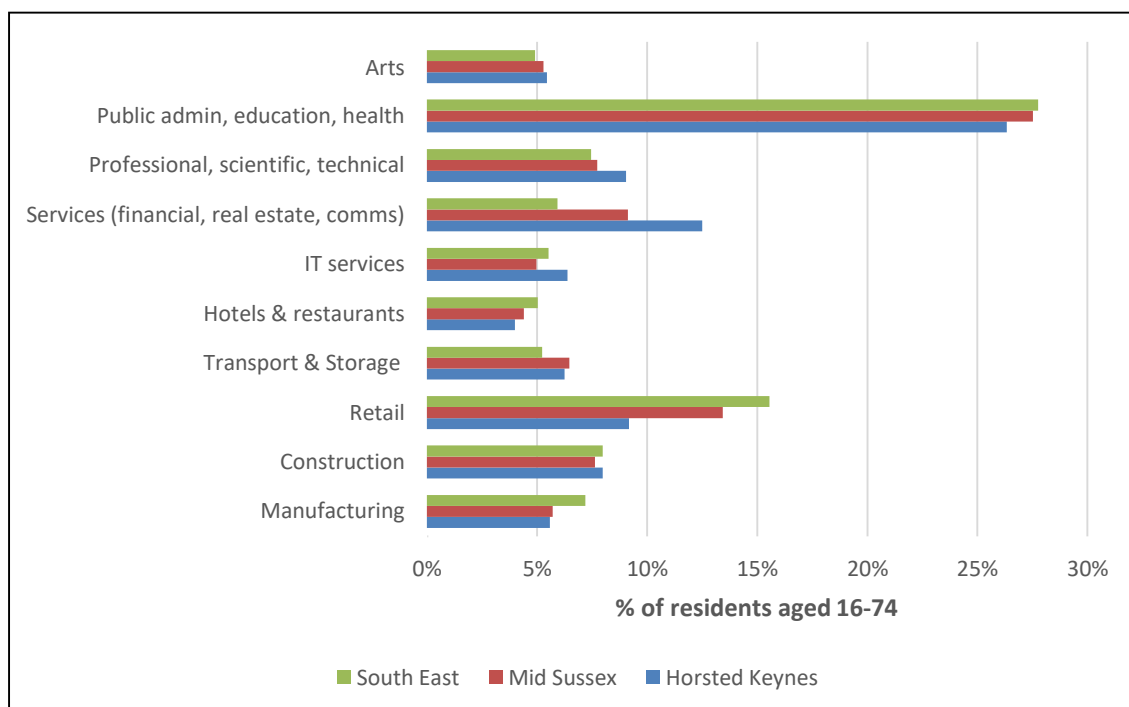
Figure 4: Economic activity, 2011



Source: 2011 Census

The sectoral profile of the workforce of Horsted Keynes does show some particular features. The proportion employed in financial, real estate, communication and IT services – strong growth sectors nationally – is comparatively high. By contrast, the proportion employed in traditionally lower paying sectors such as retail is low.

Figure 5: Type of industry, 2011

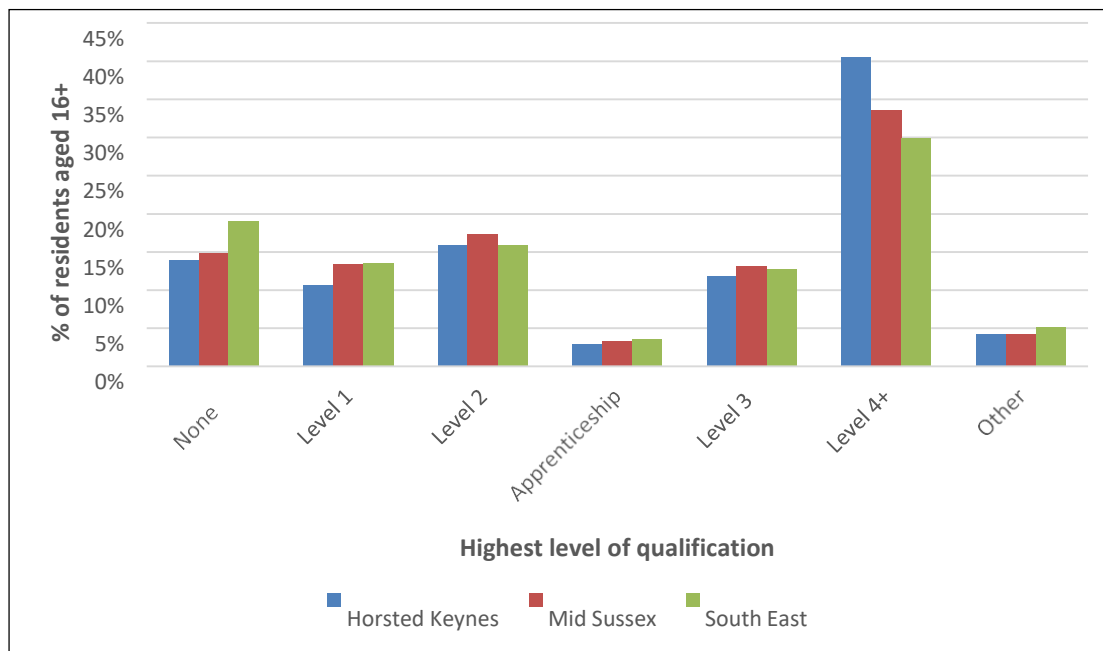


Source: 2011 Census

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Figure 6 shows that there are significant numbers of people with high levels of qualification, i.e. Level 4 or more, which is educated to at least degree level. By contrast, the proportion of people with lower levels of qualification are lower than the district or regional averages.

Figure 6: Qualifications of residents aged 16 and over



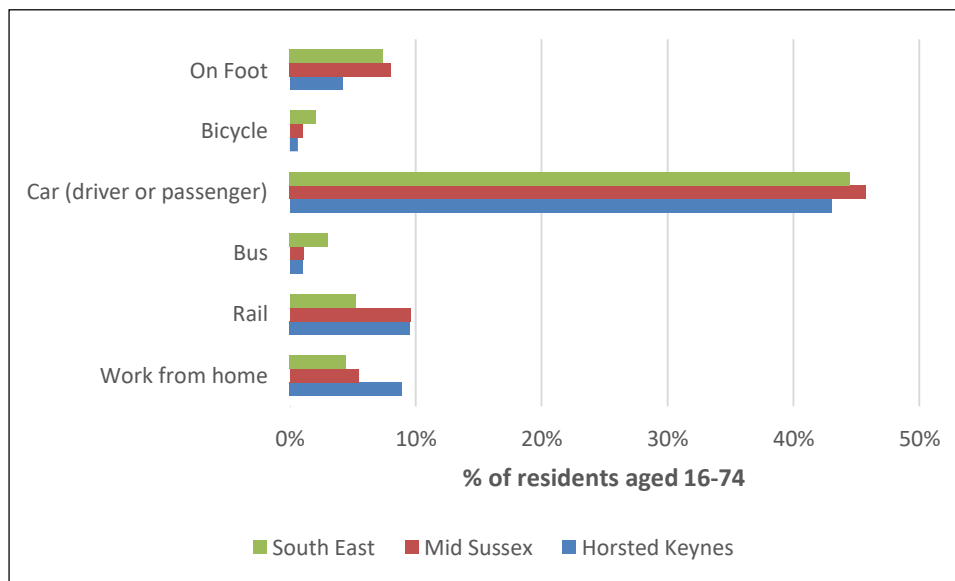
Source: 2011 Census

The large majority of those in work travel to work by car, and do so as the driver of that car. Interestingly this is slightly below the district average. The numbers of people that travel to work on foot or by bicycle is low, highlighting the limited number of job opportunities that are available locally. However, where Horsted Keynes is very strongly represented is in the proportion of people that work from home, with nearly 10% of people doing so.

This general picture is further supported by Census figures on access to a car within households. On average, each Horsted Keynes household has access to 1.78 cars. This compares to 1.46 cars per household in Mid Sussex district and 1.35 cars per household across the South East. This represents very high levels of car ownership which is unsurprising for a small rural community but does highlight the limited alternative options available for people to travel around to access employment, services and leisure activities.

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Figure 7: Mode of transport to work

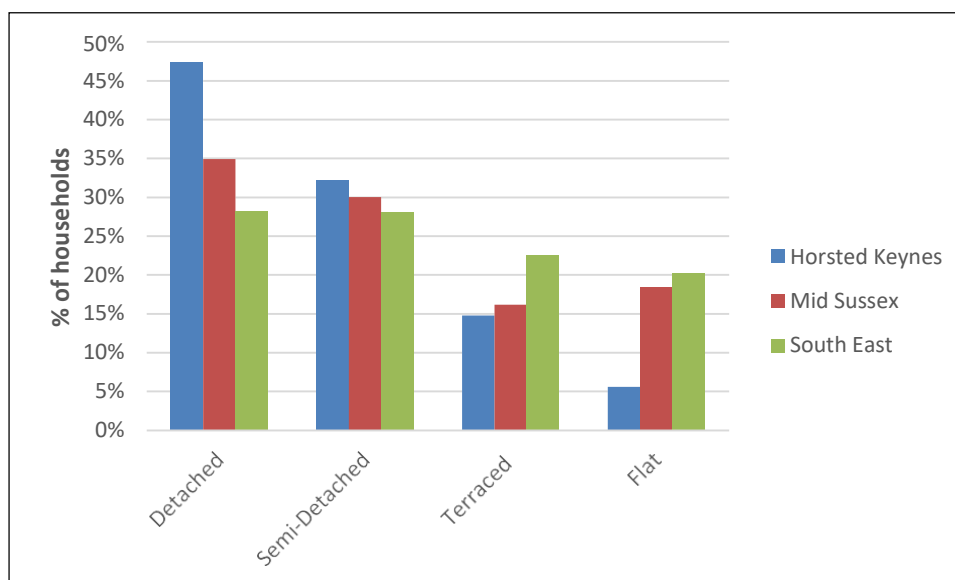


Source: 2011 Census

Housing

Horsted Keynes is dominated by detached housing, representing nearly 50% of its housing stock. However, there is also a significant proportion (over 30%) of semi-detached housing. By contrast, the proportion of terraced housing and, in particular, flatted development is very low.

Figure 8: Type of dwelling



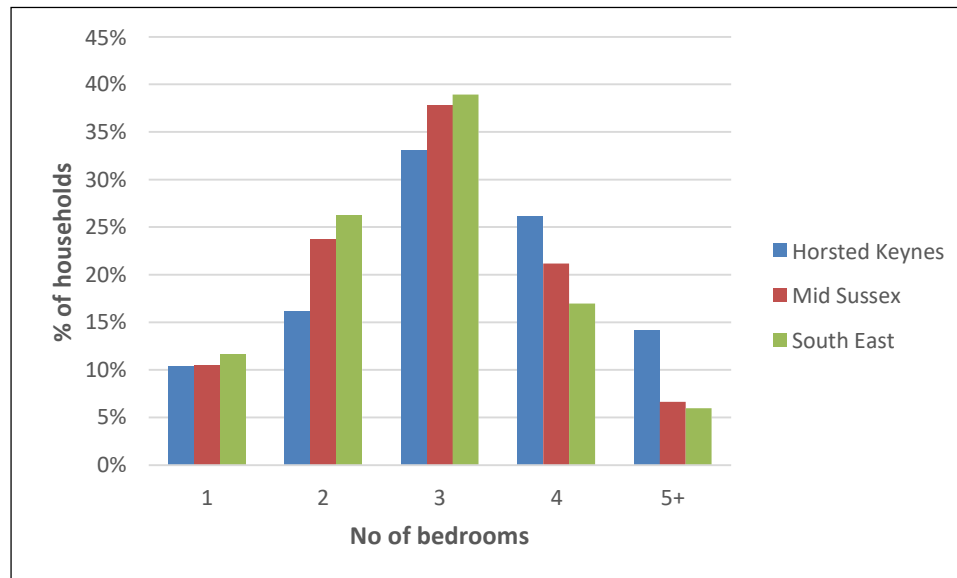
Source: 2011 Census

This is reinforced when looking at the number of bedrooms that properties in Horsted Keynes have. Figure 9 shows that it has a very high proportion of 4- and 5-bed properties compared to the district or the South East as a whole. By contrast, the proportion of 3- and particularly 2-bed properties is much lower. Given the growing proportion of smaller households in Horsted Keynes, there is a potential mismatch

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between the supply of properties (which are large) and the needs of households (which are for smaller properties).

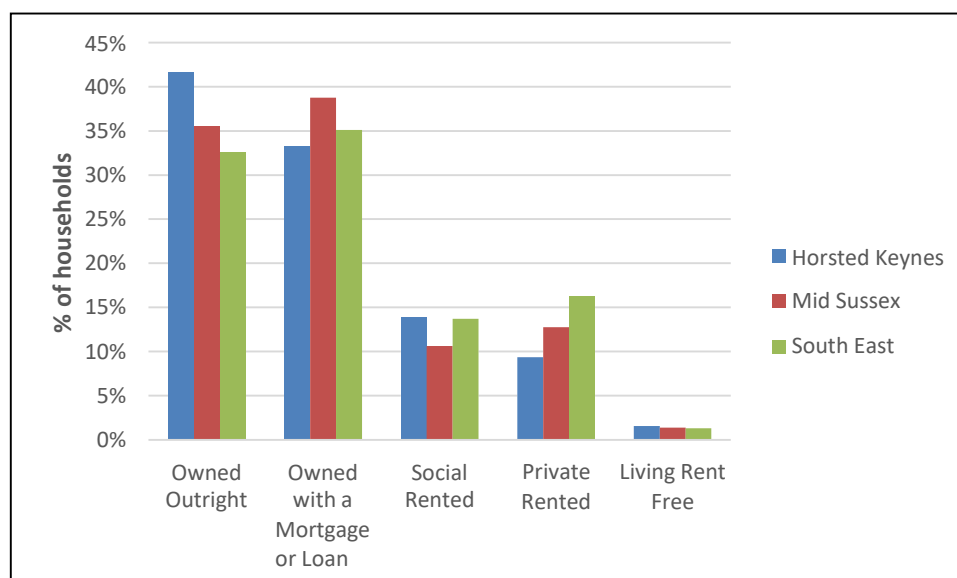
Figure 9: Number of bedrooms



Source: 2011 Census

The ownership profile of these dwellings shows that 75% of people own their property which is broadly in line with the district average. The proportion that are social rented properties is actually above the district average, at nearly 15%. Where Horsted Keynes has proportionate under- representation is in the private rented sector.

Figure 10: Ownership profile



Source: 2011 Census

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The North West Sussex Strategic Housing Market Assessment (SHMA) Update⁹ was published in 2014. This highlighted that affordability is a significant issue with over 44% of households in Mid Sussex District unable to rent or buy a property without assistance.

For affordable housing, the predominant need in the district is for 1- and 2-bed housing, accounting for 87% of all needs. In Horsted Keynes parish, the picture is even starker. Just taking evidence from the housing register shows that in November 2014, there was a total of 18 households on the housing register. All of these households were seeking 1- or 2-bed dwellings.

In addition to this, there is a significant number of households that fall between social rented properties and the open market, i.e. they are unable to access social rented properties because their need is not great enough but equally they are unable to buy or rent on the open market. These people require 'intermediate' housing and across Mid Sussex District, 31% of households are in this bracket¹⁰.

The District has very high house prices, with the average price in 2010/11 standing at over £467,000 for a detached property¹¹ which predominates in Horsted Keynes. Moreover, detached properties have grown in price by 20% over the period 2009 to 2011¹². Affordability for the lowest earning local residents is therefore very limited and the position is worsening.

The SHMA summarises that it is more difficult to get on the property ladder in Mid Sussex District than it is to move up it. Interestingly, the SHMA recommends that, across the housing market area (which includes Horsham district and Crawley Borough as well as Mid Sussex District), more family housing should be delivered than smaller flats/apartments. A range of between 30% and 45% of developments on larger sites should be 3-bed properties or larger. Whilst this headline is at odds with the evidence of needs in Horsted Keynes - where the forecast demand is to be for smaller properties, both to improve the prospects of first-time buyers to be able to buy a property locally and also to provide choice to older 'downsizers' looking to move out of family-sized properties but stay locally - it still leaves scope for a considerable proportion of new dwellings to provide for these smaller property needs.

⁹ Chilmark Consulting (2014) *Northern West Sussex Housing Market Area – Affordable Housing Needs Model Update*, for Horsham District Council, Crawley Borough Council and Mid Sussex District Council

¹⁰ Source: 2012 SHMA, Figure 22

¹¹ Source: SHMA, Table 3

¹² Source: Figure 9

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Appendix B

SITES PUT FORWARD BY LANDOWNERS AND DEVELOPERS IN “CALL FOR SITES” TO MID SUSSEX DISTRICT COUNCIL 2017-19

The sites put forward, in and around the village, through MSDC’s SHELAA process are shown in the map below and are as follows below:

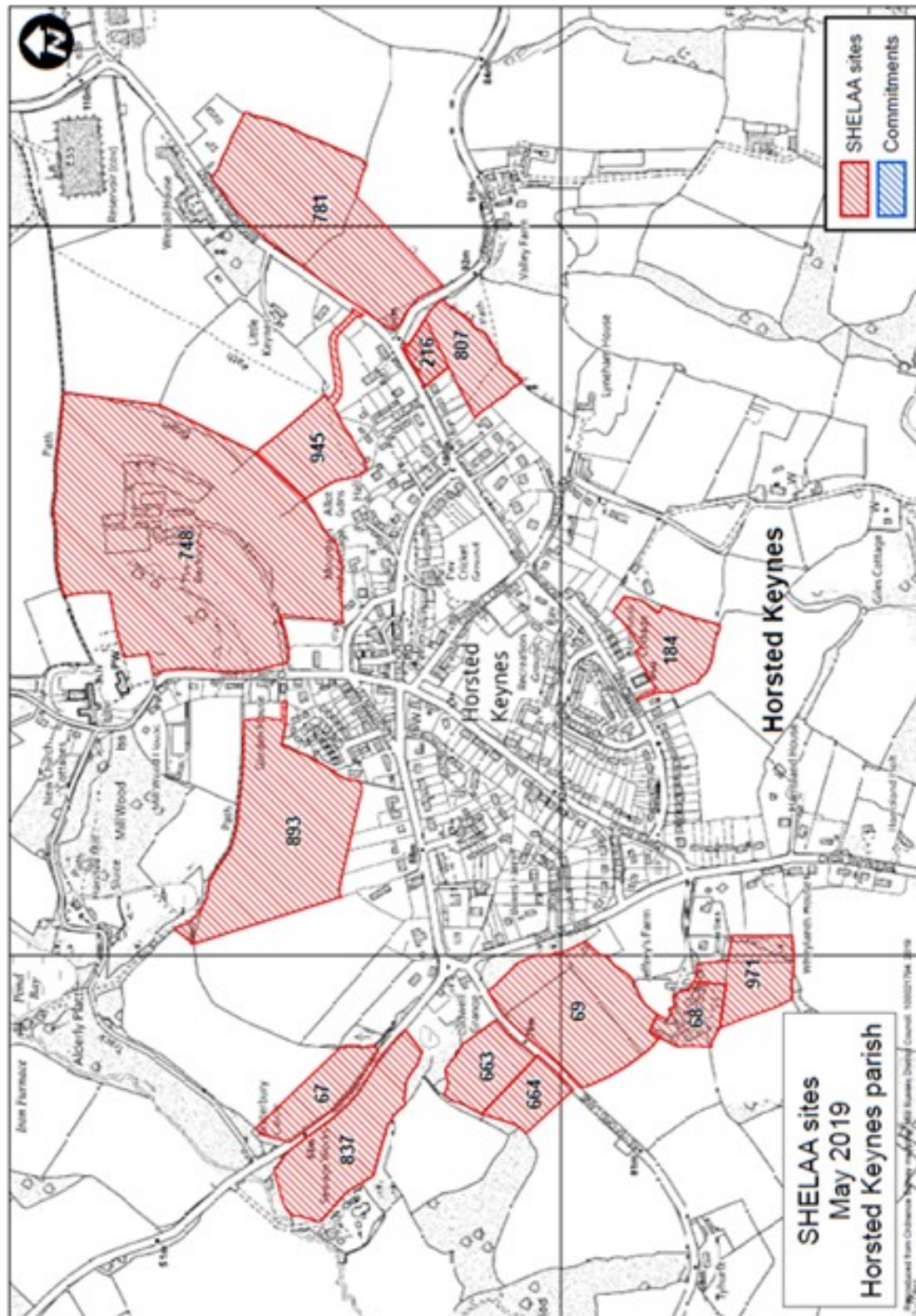
663- Field 1 - Ludwell Grange, Keysford Lane
664 – Field 2 - Ludwell Grange, Keysford Lane
837- Land at Little Oddynes Farm, Waterbury Hill
67 - Castle Field, Cinder Hill Lane
893 – Land west of Church Lane (Sledging Field)
748 -The Old Rectory, Church Lane
945 – Land at Lucas Farm, Birchgrove Road
781- Land south of Robyn’s Barn, Birchgrove road
216 – Land at Police House Field, Birchgrove Road
807 – Land south of Police House Field
184 – Land south of St Stephen’s Church
68 – Farm buildings, Jeffrey’s Farm
69 - Land at Jeffrey’s Farm (north)
971- Land at Jeffrey’s Farm south)

In addition, there were three other sites put forward elsewhere in the parish as follows:

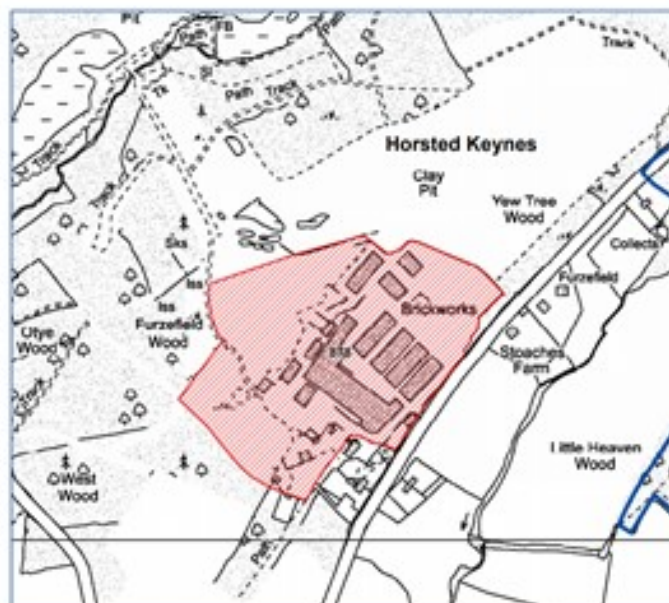
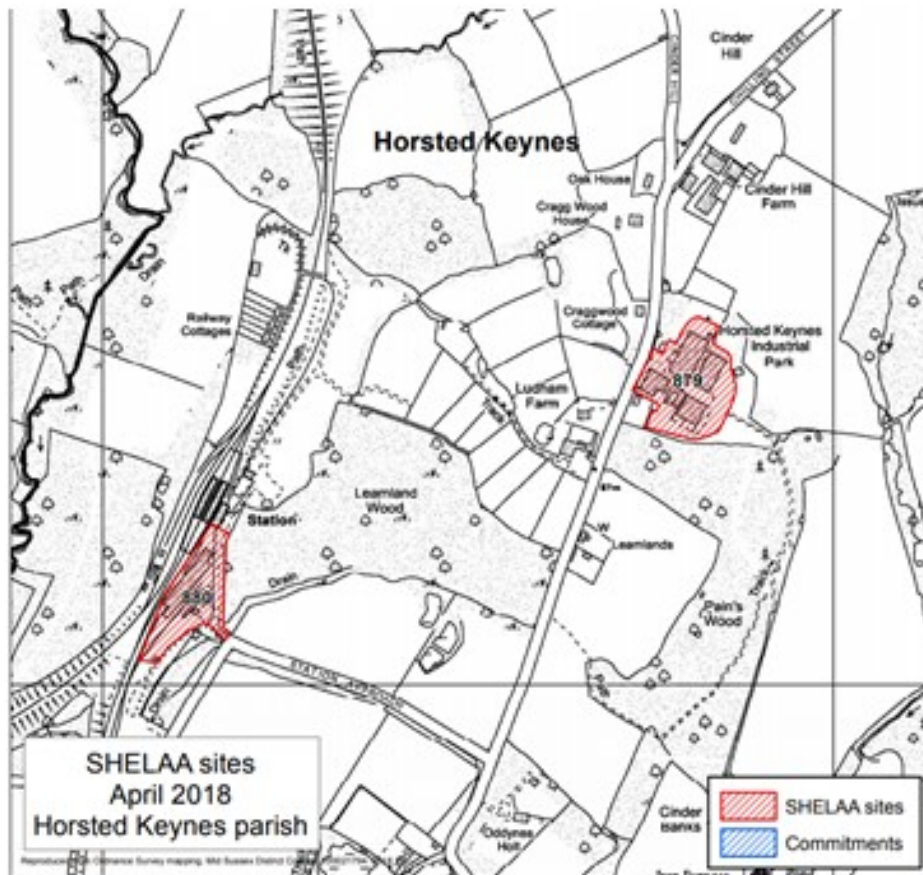
878- Freshfield Brick Works, Freshfield Lane
879- Horsted Keynes Industrial Park
880 - Horsted Keynes Station (Bluebell Railway)

All three sites (878, 879 and 880) were put forward for employment use.

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Settlement: Horsted Keynes

Settlement hierarchy tier: Category 3 (Medium sized village providing essential services)

Total number of SHELAA sites: 14

SHELAA sites not considered further following the **high level site assessment**

SHELAA ID	Site address	Units	Comment
67	Castle Field, Cinder Hill Lane, Horsted Keynes	25	Not compliant with the District Plan Strategy
663	Field 1, Ludwell Grange, Keysford Lane, Horsted Keynes	27	
664	Field 2, Ludwell Grange, Keysford Lane, Horsted Keynes	15	
837	Land at Little Oddyness Farm, Waterbury Hill, Horsted Keynes	45	

SHELAA sites not considered further following **detailed site assessment**

SHELAA ID	Site address	Units	Comment
68	Farm buildings, Jeffreys Farm, Horsted Keynes	6	Difficulties achieving safe access.
69	Jeffrey's Farm Northern Fields (Ludwell Field adj Keysford and Sugar Lane)	22	Development considered likely to have a high adverse impact on the AONB.
748	The Old Rectory, Church Lane, Horsted Keynes	30	Development considered likely to have a high adverse impact on the AONB.
781	Land to the south of Robyns Barn, Birchgrove Road, Horsted Keynes	45	Development considered likely to have a high adverse impact on the AONB.
893	Land west of Church Lane, Horsted Keynes	38	Development considered likely to have a high adverse impact on the AONB.
945	Lucas Farm, Birch Grove Road, Horsted Keynes	30	Development considered likely to have a high adverse impact on the AONB.
971	Jeffrey's Farm Southern Fields	20	Development considered likely to have a high adverse impact on the AONB.

SHELAA sites not considered further following the **further evidence testing**

SHELAA ID	Site address	Units	Comment
216	Land at Police House Field, Birch Grove Road/Danehill Lane, Horsted Keynes	0	Now forms part of a larger site (i.e. part of Site 807 - Land south of the Old Police House, Birchgrove Road, Horsted Keynes).

SHELAA sites taken forward as **proposed allocations in the DPD**

SHELAA ID	Site address	Units	Comment
184	Land south of St. Stephens Church, Hamsland, Horsted Keynes	30	See Appendix B for further site details
807	Land South of The Old Police House, Birchgrove Road, Horsted Keynes	25	