



Guidance Note on representations on the submitted Horsted Keynes Neighbourhood Plan

Once a Neighbourhood Plan is prepared, it is submitted to Mid Sussex District Council as the Local Planning Authority. Mid Sussex District Council is publishing the Horsted Keynes Neighbourhood Plan for public consultation.

The documents submitted by Horsted Keynes Parish Council include:

- The Neighbourhood Plan;
- A map and statement identifying the plan area
- A consultation statement setting out who was consulted together with a summary of the comments received and how they have been considered and where relevant taken into account.
- A document setting out how the plan meets the Basic Conditions required by relevant legislation.

The Basic Conditions for Neighbourhood Plans are:

- a) Compliance with national policy and advice in guidance issued by the Secretary of State - this is the National Planning Policy Framework:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/810197/NPPF_Feb_2019_revised.pdf
- b) How the plan contributes to the achievement of sustainable development;
- c) The general conformity of the plan with the strategic policies of the Development Plan; for Mid Sussex – The Mid Sussex District Plan was adopted in 2018. This replaces the Mid Sussex Local Plan 2004 (other than the saved Local Plan policies).
- d) The compatibility of the plan with EU obligations.

Making representations on the Neighbourhood Plan

You should consider in particular whether the plan meets the basic conditions set out above. The Basic Conditions Statement submitted with the Horsted Keynes Neighbourhood Plan may help you understand what these are. It sets out how Horsted Keynes Parish Council considers that the Neighbourhood Plan has met these requirements. Please indicate what you are commenting on and the page or paragraph number.

The Examination

The District Council must publicise the proposed Neighbourhood Plan and provide details of how to make representations. It must also appoint an appropriately qualified and independent Examiner and, at the end of the publication period, send all representations received at this stage to the Examiner.

The Examiner will be testing whether the plan meets the Basic Conditions and other relevant legal requirements set out above. It should be noted it is not a Local Plan examination, and therefore the Examiner is not testing the 'soundness' of the plan or looking at other material considerations.

It is expected that Examinations will be held without a public hearing i.e. by way of written representations. However, the Examiner may call a public hearing if they consider this is necessary to test the evidence. If there is a public hearing, the Examiner will decide how it should be run.

After the examination the Examiner will send their report to the District Council and Horsted Keynes Parish Council. The report will set out whether the Neighbourhood Plan meets the Basic Conditions and what modifications (if any) are needed to ensure it does. The Examiner has three options to recommend that:

- the plan proceeds to Referendum as submitted;
- the plan is modified by Mid Sussex District Council to meet Basic Conditions and then the modified plan proceeds to Referendum; or
- the plan/ does not proceed to Referendum.