

Index to the Audit Trail for the Holt Neighbourhood Plan Development and Consultation Process

NB This is a live document which is updated as new resources are added – this version 28/9/2016

Date	Event	Documents
June 2009	Parish Plan public meeting	
Dec 2009	'Love it/Hate it' questionnaire circulated to over 600 households, Year 6 at the School, and the Youth Club. 55 completed questionnaires analysed.	Dec 2009 Love It Hate It Results
Nov 2010 – Feb 2011	Tannery development plans start to emerge and survey planned	Feb 2011 Holt Mag. Questionnaire Piece
Mar 2011	Two copies of a questionnaire delivered to 711 households	Mar 2011 Tannery Quest Letter Mar 2011 Tannery Questionnaire
Sept 2011	Report published and circulated to village	June 2011 Holt Mag Tannery July 2011 Tannery Questionnaire comments 1 July 2011 Tannery Questionnaire comments 2 July 2011 Tannery Questionnaire comments 3 July 2011 Tannery Questionnaire comments 4 Sept 2011 Report on Tannery Questionnaire
End 2011	Parish Council decide Holt should produce a Neighbourhood Plan	
Jan–May 2012	HNPSG meets	Feb 2012 Wish List Letter Feb 2012 Holt Wish List Results Feb 2012 Wish List Questionnaire
March 2012	WC Housing Needs Survey	Mar 2012 WC Housing Needs Survey
May 2012	Public meeting to launch the Neighbourhood Plan	June 2012 Public Meeting Report
May 2012	Traffic Workshop involving PC, HNPSG, Tannery developers, consultants	Mar 2012 Compendium of Traffic Issues Mar 2012 Holt Traffic & Wilts Strategic View May 2012 Buchanan Map for Village May 2012 Traffic Workshop Background May 2012 Holt Transport Workshop Report v1
June 2012	Presentation of initial plans for Tannery site from developers	
20 July 2012	Public meeting to discuss Tannery plans Total attendance 122; 95 feedback forms completed	July 2012 Focus Group Feedback July 2012 What's Missing, What do you Want July 2012 Concerns from Holt PC July 2012 Strengths from Holt PC July 2012 Recommendations to Holt PC
July 2012	HNPSG release 1st draft of Scoping Study	July 2012 Scoping Study Draft 1
July–Sept 2012	Locality-based focus groups meet	July 2012 Focus Groups Briefing July 2012 Scoping Study Focus Groups July Scoping Study Feedback Form Aug 2012 Local Focus Groups Feedback
Oct–Nov 2012	HNPSG release 2nd draft of Scoping Study	Oct 2012 Freight Assessment Paper Nov 2012 Scoping Study Draft 2
Feb 2013	Formal application to proceed with development of a NP is submitted to	Jan 2013 Holt Neighbourhood Plan Initial Scoping Report

	WC	Jan 2013 Holt Parish Council formal application to proceed with a Neighbourhood Plan
May 2013	End of 6 week consultation period and formal designation given	May 2013 Final Area Designation Decision Report
Mar–Dec 2013	Work on turning the Scoping study into a NP continues	Mar 2013 Traffic Business Questionnaire
Jan 2014	Draft 1.2 of the Neighbourhood Plan circulated to PC, HNPSG, Holt Tannery Liaison Committee, and other interested parties	Jan 2014 Plan Draft 1.2
Jan–Apr 2014	Work to refine draft in light of Feedback	
14 April	Grant from Community Development Foundation to fund printing and consultation	April 2014 Consultation Timetable
May 2014	Printed copies of HNP Draft 1.5 for public consultation circulated to all households and posted on website	May 2014 Letter to Neighbouring Parishes May 2014 Plan Draft 1.5
May 2014	Article in village magazine to publicise and explain process Posters around village to advertise consultation events	May 2014 Holt Magazine article May 2014 Draft 1 Poster
31 May 2014	Whole day consultation in Village Hall	May 2014 Consultation Blank Feedback Forms May 2014 Consultation Day 1 (pic) May 2014 Consultation Board Vision May 2014 Consultation Board Housing May 2014 Consultation Board Traffic May 2014 Consultation Board Commercial May 2014 Consultation Board Environment May 2014 Consultation Board Amenities
7 June 2014	Consultation at village Music Festival Second article in village magazine to publicise and explain process	June 2014 Letter to Accompany Feedback Forms June 2014 Consultation Music Festival 1 (pic) June 2014 Consultation Music Festival 2 (pic) June 2014 Consultation Music Festival 2 (pic) June 2014 Holt Magazine article
30 June 2014	Close of consultation on HNP Draft 1.5	June 2014 Housing Needs Update
July-Oct 2014	Collation of feedback	July 2014 Commercial Feedback July 2014 Community Amenities Feedback July 2014 Energy Feedback July 2014 Environment Feedback July 2014 Green Spaces Feedback July 2014 Housing Feedback July 2014 Objectives Feedback July 2014 Other Transport Feedback July 2014 Parking Feedback July 2014 Traffic Feedback July 2014 Vision Feedback
Oct 2014	HNPSG considers responses to feedback	Oct 2014 Commercial feedback response Oct 2014 Community Amenities feedback response Oct 2014 Energy feedback response

		<p>Oct 2014 Environment feedback response</p> <p>Oct 2014 Green Spaces feedback response</p> <p>Oct 2014 Housing feedback response</p> <p>Oct 2014 Objectives feedback response</p> <p>Oct 2014 Other transport feedback response</p> <p>Oct 2014 Parking feedback responses</p> <p>Oct 2014 Traffic feedback response</p> <p>Oct 2014 Vision feedback response</p>
Nov-Dec 2014	HNPSPG amends Plan in light of feedback to create Draft 2	Dec 2014 Plan Draft 2 v.3
Nov 2014	2 nd grant from Community Development Foundation to fund expert advice and further consultation with village	
27 Nov 2014	Revised plans for Tannery site are presented by developers	
Dec 2014	Planning consultants are invited to bid for work	Dec 2014 Letter to Planning Consultants
Dec 2014	Stuart Todd consultants are appointed to advise on HNP Draft 2	
Mar 2015	Stuart Todd reports	<p>Mar 2015 Holt Draft Neighbourhood Plan Review Report</p> <p>Mar 2015 Holt Review Report Appendices</p>
Apr 2015	Draft 3.2 of HNP is posted Response from WC on Strategic Environmental Assessment	<p>April 2015 HNP Draft3v2</p> <p>April 2015 SEA Screening Decision - Holt NP final</p>
July 2015	Final Draft of HNP is posted Basic Conditions Statement posted Consultation Statement posted	<p>July 2015 Holt Neighbourhood Plan Final Draft</p> <p>July 2015 Holt NDP Basic Conditions Statement</p> <p>July 2015 Holt NDP Consultation Statement</p>
Aug 2015	Final Draft of HNP is submitted to Wiltshire Council	<p>Aug 2015 Holt NP Basic Conditions Statement final</p> <p>Aug 2015 Holt NP Consultation Appendix 1</p> <p>Aug 2015 Holt NP Consultation Appendix 2</p> <p>Aug 2015 Holt NP Consultation Summary Statement</p> <p>Aug 2015 Holt NP Regulation 14 Consultation</p> <p>Aug 2015 Holt NP Submission Checklist</p>
Nov 2015	Regulation 16 Consultation comments	<p>Nov 2015 Reg 16 David Glasson Planning Limited (appendix)</p> <p>Nov 2015 Reg 16 David Glasson Planning Limited</p> <p>Nov 2015 Reg 16 Gladman Developments Limited (appendix)</p> <p>Nov 2015 Reg 16 Gladman Developments Limited</p>
Jan 2016	Regulation 16 comments from Wiltshire Council	Jan 2016 Wiltshire Council Comments Holt Draft Neighbourhood Plan Jan 2016_FINAL
Apr 2016	HNP comments on Wiltshire Council's response HNP letter to the Planning Inspector	<p>April 2016 HNP Analysis of WC comments</p> <p>April 2016 HNP Letter to Planning Inspector</p>
June 2016	Examiner's Letter Examiner's Report on Final Draft	<p>June 2016 Examiner's Letter</p> <p>June 2016 Examiner's Report on Holt NP Final Draft</p>

Sept 2016	WC Decision Statement (letter) WC Decision Statement WC Decision Statement (Appendix 1)	Sept 2016 WC Decision Statement (letter) Sept 2016 WC Decision Statement Sept 2016 Decision Statement (Appendix 1)
Oct 2016	Holt Neighbourhood Plan 2016-2026	Oct 2016 Holt Neighbourhood Plan 2016-2026