



HARTLEY PARISH COUNCIL
NEIGHBOURHOOD PLAN

CONSULTATION STATEMENT

Date 15th April 2026





CONTENTS

Section

1 FOREWORD

2 CONSULTATION AND COMMUNICATION METHODS

3 CONSULTATION TIMETABLE AND RESPONSES

4 REGULATION 14 PRE SUBMISSION CONSULTATION

5 ANNEXES:

Annexe A - Supporting Documents and Results from the Residential Consultation Process.

Annexe B - Supporting Documents and Results from the Schools Consultation Process.

Annexe C - Supporting Documents and Results from the Business & Employment Consultation Process

Annexe D - Supporting Documents and Results from the Local Housing Needs Survey

Annexe E - Supporting Documents from the Consultation with SDC and Statutory Bodies

Annexe F - Supporting Documents from the Regulation 14 process



SECTION 1

FOREWORD

This report has been prepared to fulfil the legal obligation of the Neighbourhood Planning Regulations 2012 in respect of the Hartley Neighbourhood Plan (HNP).

The legal basis of this Consultation Statement is provided by Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations which requires that the Consultation Statement should:

- Contain details of the persons and bodies who were consulted about the proposed HNP
- Explain how they were consulted.
- Summarise the main issues and concerns raised, and
- Describe how these issues and concerns have been considered and, where relevant, addressed in the HNP.

The Vision, Objectives and Policies contained in the HNP are as a result of considerable interaction and consultation since 2021, with the community and businesses within the Parish. This includes:

- A range of surveys questionnaires and leaflets delivered by hand to every residential property in the Parish during the period 2021 to 2026.
- A Workshop in the Spring of 2022 seeking input into a report on the Local Landscape Character Assessment (LLCA) for Hartley.
- A Walk In session over 2 days in April 2024

- A Business Survey undertaken of businesses based in the Parish in January 2024
- A Local Housing Needs Survey for Hartley conducted in February 2024
- A Children's Survey conducted in November/December 2025 across both primary schools in the Parish.
- Stalls at Church Fetes in 2022, 2023, 2024 and 2025.

Views and interactions from these processes, alongside the collection and interpretation of data and evidence, led to the Vision Statement in Section 5 of the HNP and a set of Objectives which, in turn, form the basis for the key Policies set out in Section 6 of the HNP.

Whilst Hartley Parish Council (HPC) is the qualifying body for the preparation of the HNP, a Steering Group (SG) was established to project manage its development. The SG is made up of volunteers from the Community and four Parish Councillors. All consultations and community engagement activities were undertaken by, or on behalf of the HPC.

In support of the HNP, the SG procured evidence papers on a number of topics including:

- (a) An assessment of the Metropolitan Green Belt (MGB) around 3 sides of Hartley by Tony Fullwood Associates
- (b) A Local Landscape Character Assessment of the Parish by Fiona Fyfe Associates Limited
- (c) Hartley Parish-Wide Design Guidelines and Codes prepared for the Parish by AECOM.

These three reports can be viewed on the HNP website www.hartleynp.org.uk

More than 40 meetings of the SG were held to develop the HNP, together with site visits and informal working group meetings. A formal Regulation 14 Consultation was carried out for a 6 week period from 20th April to 31st May 2026.



SECTION 2

CONSULTATION AND COMMUNICATION METHODS

The SG was keen to ensure all residents and businesses had the opportunity to express their views throughout the process, and to keep abreast of the progress. The various methods of communication are set out below.

- **Leaflets, Surveys and Questionnaires.**

The initial questionnaire was delivered by hand to all residents in the Parish and sought parishioners' views as to whether they would support the development of the HNP, and if so, would they volunteer to serve on the SG. Further questionnaires followed in subsequent years, and the results are summarised in section 3.

- **Website**

In May 2022, an HNP website was established which contains:

- a) information about the SG and the Agenda/Minutes of their meetings,
- b) the process and progress of the HNP,
- c) the consultations with residents and businesses,
- d) supporting information including professional reports,
- e) the proposed final draft HNP
- f) opportunities for feedback from local residents.

This can be found at www.hartleynp.org.uk and can also be accessed via the HPC Website.

- **Banners and posterboards**

These have been used around the village from time to time to raise awareness at specific points in the Consultation process.

- **Walk In Sessions (2024 & 2026).**

The first walk in sessions were undertaken over 2 days in April 2024. and over 100 residents viewed the displays, asked questions and provided useful information. Two further Walk In sessions were held on 7th and 9th May 2026 as part of the Regulation 14 Consultation. The results of these are summarised in Sections 3 & 4.

- **HPC Newsletters**

These were produced at regular intervals and were used to publicise progress about the HNP.

- **Church Fete Stalls in 2022, 2023, 2024 and 2025**

These were used to raise awareness and answer questions about the work we were doing, seeking comments on our Policies and explaining the progress of the HNP and the anticipated timeline. Many residents attended the displays, asked questions and expressed their views . At the 2022 Fete we had a flip chart for people to express their views which included comments on Special Views, PROW and the MGB amongst other key concerns. We also explained our progress and the difference between a Local Plan and a Neighbourhood Plan.

The 2023 Fete set out the recently commissioned LLCA report and sought views about our draft Hartley Parish-Wide Design Guidelines and Codes report.

In the 2024 Fete we sought confirmation about some of our Policies particularly on MGB, Local Green Spaces and the Special Views around Hartley.

The 2025 Fete set out all our draft Policies, our Vision Statement, and made available for comment, reports on Housing Needs, LLCA, and Hartley Parish-Wide Design Guidelines and Codes, together with a proposed timeline for completion of our HNP.

- **Business and Employment Survey in 2024**

This Survey was undertaken to advise business owners of the preparation of the HNP to establish whether they had any requirements that could be incorporated into the HNP. The results of this are summarised in Section 3.

- **Housing Needs Survey in 2024**

A Housing Needs Survey was conducted for the HNP by Kent Rural and Community Enabling Service to investigate residential housing needs of people who live in the Parish of Hartley. The results of this are summarised in Section 3.

- **Children's Survey from the two Primary Schools in Hartley in November/December 2025**

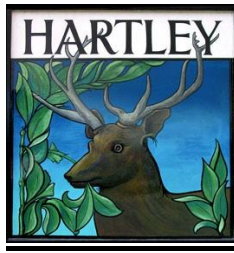
These were undertaken in November/December 2025 in each of the two primary schools in Hartley, being Leigh Academy Hartley and Our Lady of Hartley Catholic School. A total of 147 forms were completed. A summary of the Children's Survey together with examples of some returns are shown in Section 3.

- **Regulation 14 Consultation Spring 2026**

This was undertaken in April/May 2026 with leaflets delivered by hand to all households in Hartley together with letters to local businesses and landowners and emails to Statutory Consultees and other bodies. Walk In sessions were held on 7th and 9th May 2026 at Hartley Church Hall, Ash Road.

A Questionnaire was produced for completion by residents, businesses and local landowners, both electronically and in hard copy, and the responses received were analysed. The HNP was amended/revised, as necessary. The analysis of this Consultation is set out in Section 4.

Prior to the above, advanced letters were also sent out to certain landowners on 16th February 2026 where the land was classified, or proposed to be classified, as a Local Green Space.



SECTION 3

CONSULTATION TIMETABLE AND RESPONSES

A. Invitations and Questionnaires

First Questionnaire- March 2021

The Community of Hartley was consulted about a possible Neighbourhood Plan in March 2021.

The First Questionnaire was delivered to every household in the Parish and is included in **Annexe A as item 1**.

The results from this Questionnaire produced 223 responses. Those supporting the idea of an HNP were asked whether they would serve on a Steering Group (SG) or assist in other ways. At least 80 residents volunteered to help. The Questionnaire also enquired about matters that concerned residents, and the top three responses were:-

1. Keep Hartley as a Village and protect the open countryside around Hartley.
2. Install traffic calming measures on Ash Road.
3. Improve the Health and GP services in the Parish

In the light of these responses HPC decided to proceed with the preparation of an HNP and sought Sevenoaks District Council's (SDC) Designation of the Parish for this purpose. This was granted on 13th May 2021 and the SG was set up consisting of a mix of Parish Councillors and volunteer residents. This was reported to parishioners in the HPC Newsletter in June 2021.

Second Questionnaire.- October/November 2021

The Summer of 2021 was spent procuring professional help to take the HNP to its next stage and a Second Questionnaire was developed to seek residents' views on issues they would like to see in the HNP.

A copy of the Second Questionnaire was delivered to every household in the Parish and is included in **Annexe A as item 2.**

The Questionnaire produced 286 returns. The majority of the returns were from residents with occupancy in the Parish of over 21 years and an age of 65+.

The top three responses to the **main benefits** of living in Hartley were:

- a) Natural environment,
- b) Good transport links
- c) Friendly and quiet

The top three responses to **main drawbacks** were:

- a) Poor bus service
- b) Too much traffic
- c) Concern about over development and losing the character of the village.

The top three responses to **suggested improvements** were:

- a) Stop/reduce housing development particularly the replacement of small homes with executive homes,
- b) Tidy up community areas/facilities
- c) Safeguard green spaces.

An analysis of the First and Second Questionnaires is included in **Annexe A as item 3.**

A HPC Newsletter in December 2021 thanked residents for their responses. This newsletter is included in **Annexe A as item 4**

Workshop Invitation- February 2022

An invitation was delivered in January 2022 to advise residents that a LLCA of Hartley's MGB was being developed by a Professional Landscape Architect and residents were invited to join an online Workshop with the Architect on 9th February 2022 to hear about the process and ask questions.

A copy of the invitation is contained in **Annexe A as Item 5**.

The Workshop comprised a general introduction to Landscape Character Assessments, then a presentation on the draft Local Landscape Character Areas for Hartley , followed by an opportunity for people to ask questions. At the end of the presentation a link was provided to a Google Docs form, which attendees were asked to complete in the second half of the Workshop. This asked residents three questions about the Local Landscape Character Areas:

- What is important to you about this LLCA?
- What are the key forces for change and their landscape impacts within this LLCA?
- What is your vision for this LLCA - how would you like it to look in 10 years' time?

Residents were also given the opportunity to comment on the names and locations of the LLCAs. The consultant reviewed the attendees' completed forms, and reflected their content appropriately within the final LLCA report, which was used as evidence to formulate a number of HNP Objectives and Policies, including those covering landscape character, woodland, trees , special views, and public rights of way

HPC Newsletter

An article in the September 2023 HPC Newsletter gave advanced notice of a Third Questionnaire to be issued to all residents. A copy of this Newsletter is set out in **Annexe A as item 6**.

Third Questionnaire- October/November 2023

In October/November 2023 the Third Questionnaire was delivered to every household in the Parish and sought views on protection of the MGB and the Special Views around the Village. Comments were also sought on protection of wildlife, identification of Local Green Spaces, the protection of Community Assets and designation of Conservation Areas.

A copy of the Third Questionnaire is included in **Annexe A as item 7**

This Third Questionnaire produced 559 replies and the support rate for the protection of all the above was over 90%. Protection of the MGB reached 97%. A further question enquired whether residents would like a Walk In session to discuss the HNP with the SG and this was very much welcomed by all respondents.

An analysis of the returns to the Third Questionnaire is included in **Annexe A as item 8.**

Walk In Sessions

An invitation to the First Walk-In session was contained in the HPC Newsletter dated March 2024 and is included in **Annexe A item 9.** A poster was also displayed throughout the Village.

The Walk In sessions took place on 17th and 20th April 2024 and attracted more than 100 visitors. Most of the visitors viewed the displays for 20/30 minutes, asked questions and completed a satisfaction return form which overwhelmingly supported the draft Policies in the HNP.

An analysis of returns from the Walk In sessions is included in **Annexe A item 10.**

Neighbourhood Plan Update (December 2025)

An update of the progress was contained in HPC Newsletter in December 2025 and gave details of the future steps to be taken, including in the Spring of 2026 a major consultation. A copy of this Newsletter is set out in **Annexe A item 11**.

Business and Employment Survey- January 2024

A Business and Employment Survey was completed in January 2024 and the Policy developed from this is set out in the HNP at Section 6.4 as Policy B1.

There are 30 Businesses that currently operate within the Parish, of which 13 are retail outlets and 3 light commercial. In addition, there are 2 Churches, 2 Primary Schools 4 Care Homes, 4 Farms and 2 Private Members' Clubs.

All of these businesses provide a valued service to the community, largely employing local people and most have occupied their current premises for many years.

The Survey revealed that the majority of the businesses expect to remain in their premises for the next 5 years and consider Hartley a satisfactory or good place to operate their business.

Home working has increased in recent years and the HNP recognises the benefits this brings to the Community.

The Business and Employment Survey Questionnaire and results are set out in **Annexe C**.

Local Housing Needs Survey- February/March 2024

A Local Housing Needs Survey was carried out for the SG by Kent Rural and Community Housing Enabling Service in February/March 2024. The Survey was posted directly to every household in the Parish and advertised in local press articles (e.g. The Village Advertiser) and through the Parish Newsletter, as shown in **Annexe D**.

Responses from this Survey are also shown in **Annexe D** and indicated the need for 9 Affordable Homes. 11 responses were from older homeowners seeking to downsize or move to more suitable housing. Some Affordable Homes have been constructed in the adjoining Parish of Fawkham. The Kent and Medway Housing Enabling Service has been provided with details of the properties available in Fawkham.

Social Rented Housing is provided throughout the District by SDC in conjunction with Housing Associations, and SDC have been advised of the Survey results.

The Survey results were considered when the Housing Policies were developed for the HNP and are referred to in Policy HBE3 – Affordable Housing.

Children's Survey from the two primary schools in Hartley - November/December 2025

The Headteachers at each of the two Primary Schools in Hartley agreed that pupils in years 5 and 6 would complete a Children's Survey to find out what they thought about living in Hartley. Some pupils also drew pictures. This was conducted in school time with a total of 147 forms completed.

A summary of the Survey, and examples of responses received, are included in **Annexe B**.

B. Consultation with SDC (Local Planning Authority)

Throughout the process of developing the HNP the SG has maintained contact with Planning Officers at SDC. This has been for assistance on various matters, including mapping requests, technical advice and providing progress reports.

HPC submitted the draft HNP for a formal Screening Request in November 2025 to assess the need for a Strategic Environment Assessment (SEA) and a Habitat Regulation Assessment.

SDC issued its Screening Assessment in January 2026 stating that the HNP is unlikely to have any significant environmental effects and therefore an SEA is not required. SDC also sent copies of the draft HNP and its own SEA report to Historic England, Natural England and the Environment Agency. for their comments.

The SDC response is included in **Annexe E**.



SECTION 4

REGULATION 14 PRE-SUBMISSION CONSULTATION

As part of the requirements of the Localism Act 2011 the SG undertook a six week Regulation 14 Pre-Submission Consultation on the draft HNP on behalf of HPC. The Consultation period ran from 20th April to 31st May 2026.

The Consultation was publicised as follows :-

Letters to Local Green Space owners (as shown in **Annexe F, Item 1**) sent on 16th February 2026

Emails to Statutory Consultees (as shown in **Annexe F, Item 2**) sent on 15th April 2026.

Letters to Businesses within Hartley (as shown in **Annexe F, Item 3**) sent on 15th April 2026.

Letters to Local Landowners within Hartley (as shown in **Annexe F, Item 4**) sent on 15th April 2026.

In a leaflet delivered by hand to every household in the Parish. (as shown in **Annexe F, Item 5**) on 15th April 2026.

On the dedicated HNP Website.

A post on Hartley Facebook Page.

Posters and banners displayed in the Village.

As part of the Regulation 14 Consultation process, a second set of Walk-In Sessions was held on 7th and 9th May 2026, invitations for which were sent out on 15th April 2026.

An analysis of returns from the Walk In sessions is included in **Annexe F**.

A display, including copies of the Hartley Neighbourhood Plan, in the Local Library from 20th April to 31st May 2026.

Notices in publications such as the Hart and HPC Newsletter in April/May 2026.



ANNEXE A

SUPPORTING DOCUMENT AND RESULTS
FROM THE RESIDENTIAL
CONSULTATION PROCESS



ITEM 1

HARTLEY PARISH COUNCIL
Clerk to the Council: Mrs H Boden
The Parish Council Office, Hartley Library, Ash Road
Hartley, Longfield, Kent DA3 8EL Tel: 01474 709441
E Mail: mail@hartleyparishcouncil.org.uk
Website: www.hartleyparishcouncil.org.uk

March 2021

Dear Resident(s)

A NEIGHBOURHOOD PLAN FOR HARTLEY - WHAT DO YOU THINK?

This is a very important letter about the future of our village and Hartley Parish Council urges you to read it and let us have your views.

WHAT IS A NEIGHBOURHOOD PLAN?

A Neighbourhood Plan gives legal powers to local communities, including Parish Councils, to produce planning policies which can contain a vision to shape their future. For example do we need extra facilities and where should they be located? This Plan is written by the community itself and will influence development and planning decisions in the Parish. The Plan will form part of the Development Plan for Sevenoaks. This legal status is very important.

WHY DOES HARTLEY NEED A NEIGHBOURHOOD PLAN?

Hartley Parish Council is convinced that a Neighbourhood Plan is essential for Hartley, particularly as it is surrounded by the Green Belt and this is under pressure. The Council believes that these green areas along with those within the village must be preserved for future generations and the legal powers in a Neighbourhood Plan could prove to be vital.

Most residents will remember 2019 for the massive local support against the Sevenoaks Draft Local Plan, which proposed large scale residential development in the Green Belt. In response to the objections and the lack of an adequate road structure the proposals were withdrawn from the draft Plan. The draft Plan has not yet been approved and large scale development remains a possibility.

PROPOSED CHANGES IN THE PLANNING LAWS

Furthermore, and rather worryingly, the Government has produced proposals for replacing the Planning Laws which have been in place since 1948. Without a Neighbourhood Plan this could result in a reduction in the rights of the Parish Council and individuals to be consulted on proposals which might affect the village.

WHAT CAN YOU DO? - VOLUNTEER TO HELP

The key to creating a successful Neighbourhood Plan for Hartley is listening to the views and ideas of our residents for inclusion in the Plan. A number of residents with specialist knowledge and representatives of local organisations together with those who love their community will be needed to serve on a Steering Group which would meet monthly and guide the preparation of the Plan. It would also help if there are volunteers with administrative ability to organise meetings etc. along with volunteers who could help with the distribution of progress reports to residents.

THE NEXT STEP

A Neighbourhood Plan could take two to three years to complete and clearly there will be a cost spread over that period. Estimates in other authorities have ranged from £15K to £25K. The major cost could be the employment of a part time administrator to organise meetings and correspondence and volunteers for this role would substantially reduce costs. There is also a Government grant available for this work and Sevenoaks District Council provide a Planning Officer to attend Steering Group Meetings along with surveys and maps needed for the Plan.

Hartley Parish Council is convinced that a Plan is the right course of action to protect our village and will meet the shortfall in funds from its reserves.

The opportunity to influence planning policies in the community with a Neighbourhood Plan is contained in the Localism Act of 2011 and the Parish Council is convinced that we should act now otherwise that opportunity may be missed.

2,600 parish communities in England and Wales have already completed, or are drawing up, Neighbourhood Plans and at least 11 Parishes in Sevenoaks, including our neighbours in Ash-cum-Ridley and Fawkham, are currently working on their Plans.

HOW TO LET US KNOW YOUR VIEWS

Hartley Parish Council needs your help and support. It is essential that the Plan is developed by the community and therefore a questionnaire has been included on the last page of this letter for you to complete.

The Parish Council recognises that, in normal circumstances, this proposal would have been launched through public meetings but this is currently not possible due to the Covid restrictions.

Please complete the questionnaire, detach it and return it by post, email or by hand to The Parish Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL, by no later than 31st March 2021.

More information about a Neighbourhood Plan has been placed on the Council's website www.hartleyparishcouncil.org.uk

If you have any questions please use the space at the bottom of the questionnaire.

If the aims of the Parish Council to encourage and involve the community in developing a Plan for the future of Hartley, as set out in this letter, are not supported it will not proceed with a Neighbourhood Plan.

Your Parish Councillors are: Larry Abraham, Chris Alford, Sheila Bennett, Penny Cole, Perry Cole, Lesley Driscoll, Fiona Hughes, David Graeme, Mally Malham, Matthew Mohr, Anne Oxtoby, Ian Ross and Vince Sewell.

Printed and published by Hartley Parish Council

Please complete this questionnaire. Reply slips can be returned either direct to the Parish Office at Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 7AN

Name

Address

Telephone

502

(Please note we manage your personal data as described in the Privacy Notice on our website. Copies of our Privacy Notice may also be obtained from the Parish Office)

Do you support a Neighbourhood Plan for Hartley *YES
 * NO

**Please tick your preference*

Please complete the following if you support the idea of a Neighbourhood Plan

I/We would like to help with the development of the Plan. *Yes/No

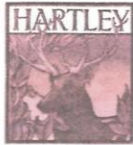
I/We offer to join the Steering Group *Yes/No

** Please delete as applicable*

If you have any ideas, views or questions you would like us to consider for the plan, please add them here:

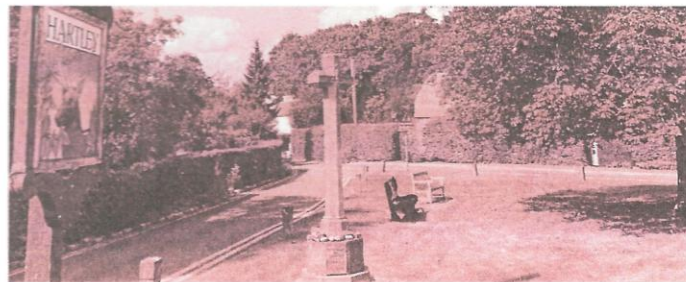
.....
.....
.....
.....
.....

ITEM 2



HARTLEY PARISH COUNCIL Neighbourhood Plan

Help shape the future of our parish



Dear Resident,

Following a consultation document sent to all residents in March 2021, the Parish Council decided that the level of support was such that the Parish would benefit from its own Neighbourhood Plan. The purpose of the Plan is to provide a community led framework for future development, regeneration and conservation within the Parish. If supported by the community at a referendum, it will have the same status as the Sevenoaks Local Plan in determining planning decisions.

The Hartley Neighbourhood Plan will be prepared by the Parish, for the Parish. A Steering Group of Parish Councillors and volunteer residents has been formed to undertake the task. The Group will maintain close contact with residents as it is essential that the final Plan is supported and reflects the views of everyone in the Parish.

Our first questionnaire which we would like each household to complete is set out overleaf. The replies will enable the Steering Group to shape the content of the Neighbourhood Plan around your interests or concerns. We would be very grateful if you could spare a few minutes to complete and **return this survey by 22nd November**. Individual responses will remain confidential and anonymous.

Completed questionnaires should be returned by any of the following:

- By hand:** The Parish Office in the Library, Ash Road,
- Post:** The Parish Clerk, Hartley Parish Council, The Library, Ash Road, Hartley, Longfield Kent DA3 8EL
- Email:** mail@hartleyparishcouncil.org.uk.
- Collection:** We can arrange for it to be collected by ringing 01474 709441

Please give your own views against each question but we understand that there may be very different views from some members of your household.

If this is the case, we can provide additional copies for them to complete.

For additional copies please ring 01474 709441.

Thank you for taking a few minutes to complete the questionnaire.

Chris Alford Chairman of Hartley Neighbourhood Plan Steering Group

HARTLEY Neighbourhood Plan QUESTIONNAIRE

Q1. Please let us know how long you've been a resident of Hartley

Please tick box 5 years and under 6 - 20 years 21 years and above

Q2. Please let us know the age groups of persons living in your household

Please give number

Under 16	17 - 25	26 - 45	46 - 64	65 and above
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Q3. What do you see as the main benefits of living in Hartley? (For example, it could be things like natural surroundings, housing, recreation, community facilities, transport links)

Q4. What do you see as the main drawbacks of living in Hartley? (For example, it could be to do with natural surroundings, housing, recreation, community facilities, transport links)

Q5. What would you suggest could be done to improve living in Hartley? (For example, it could be things like enhancing natural surroundings, providing more housing (including affordable housing), improving recreation and community facilities and better transport links)

Q6. Finally, which three words would you use to describe Hartley

1

2

3

Consultation with Residents *ITEM 3*

When forming the Neighbourhood Plan, it is vital that there is an inclusive process taking account of feedback from all of those who reside or have a business within the Parish. Two questionnaires have been issued to all residents to date and others will follow. A summary of the key factors that arose from these recent questionnaires are detailed below:

March 2021 Questionnaire

This brief survey to determine the level of support for a Neighbourhood Plan resulted in 223 responses with 220 returns in favour of producing a Neighbourhood Plan and 3 opposed. On the basis of these responses, the Parish Council decided to proceed with the preparation of a Neighbourhood Plan and obtained the formal designation for this from Sevenoaks District Council. Grant funding has been secured for consultants work, leaflets and other costs, and the Parish Council will cover any remaining costs in the preparation of the Plan.

October 2021 Questionnaire

A questionnaire was delivered to all residents of Hartley seeking views and opinions on six subject matters. A total of 286 responses were received, equating to an 11.5% return on the 2,500 questionnaires delivered.

The following is a summary of the key responses:

Period of Occupancy in Hartley	Replies
	%
Under 5 years	11%
6 to 20 years	26%
21 years +	63%

Age Structure of responding householders	Replies
	%
Under 16	5%
17 to 25	7%
26 to 45	5%
46 to 64	25%
65 +	58%

Main benefits of living in Hartley	Replies
	%
Natural environment and good countryside for walking	38%
Good transport links and local amenities/shops	33%
Friendly, quiet, with good atmosphere	19%
Good schools and place to bring up family	10%

Main drawbacks of living in Hartley	Replies
	%
Poor bus service	20%
Too much traffic and speeding	19%
Concerns about overdevelopment and losing character of a village	18%
Poor GP and healthcare services	17%

Suggested Improvements	Replies
	%
Stop/reduce housing development, including replacement of small units with executive homes.	24%
Tidy up and improve community facilities/areas	21%
Safeguard green spaces	21%
Improve bus services	18%
Improve road and pavement surfaces and address traffic concerns	15%

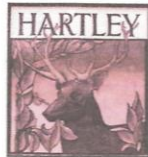
Words which describe Hartley	Replies
	%
Friendly	17%
Countryside	15%
Peaceful	13%
Clean and tidy	12%
Good community	6%
Convenient location	5%
Safe	4%
Traffic	1%

These responses are in the process of being reviewed in order to ensure that appropriate policies are included in the Neighbourhood Plan. More detail on the structure of these policies will be added to this website as they are drafted.

It should be noted that some areas where concerns have been raised (e.g., bus service, health service and traffic) cannot be included as the Neighbourhood Plan relates only to the use and development of land and addressing planning policies. However the Parish Council will continue to take these issues forward with the relevant parties and any requirements for additional infrastructure can be addressed within the Neighbourhood Plan.

The Steering Group will continue to provide the opportunity for further resident and business feedback through future consultation processes.

© Hartley Parish Council. All Rights Reserved. Design by [Vision ICT Ltd \(http://www.VisionICT.com/\)](http://www.VisionICT.com/).



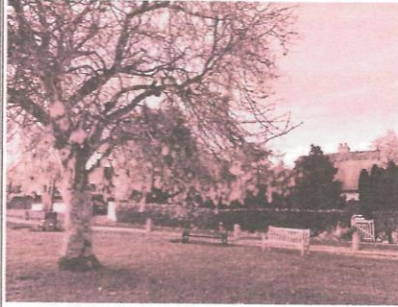
The Hartley He

ITEM 4 54

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL

MERRY CHRISTMAS AND A HAPPY NEW YEAR
Your Parish Councillors would like to wish you all a Merry Christmas and a happy, healthy and prosperous New Year.

REMEMBRANCE SUNDAY SERVICE



This year's Remembrance Sunday Service took place at the War Memorial on Sunday 14th November with the service being led by The Reverend Adele Barker and accompanied by Father Patrick Poku. Representatives from local groups attended the service and laid their wreaths.

The ladies from the WI decorated the memorial green with their fantastic knitted poppies once again. This included the decoration of a new bench installed to celebrate 100 years of the Women's Institute.

Our thanks go to the ladies of the W.I.

PROPOSED NEIGHBOURHOOD PLAN FOR HARTLEY

A Neighbourhood Plan for Hartley questionnaire was delivered to all residents at the beginning of November.

We would like to take this opportunity to say a big thank you to everyone who completed and returned this.



Your replies are now being analysed and all comments will be considered when developing our proposed Neighbourhood Plan. This Plan will be used to influence development in Hartley in the future.

If anyone you did not receive a copy of the questionnaire or have mislaid it, a copy can be obtained by contacting the Parish Office by telephone (01474 709441) or by email on mail@hartleyparishcouncil.org.uk

It is not too late to make your views known.

Your input to this policy is extremely important. Please look out for further information in the coming months.

Your Parish Councillors are: Larry Abraham, Chris Alford, Penny Cole, Perry Cole, James Colwell, Lesley Driscoll, Laurence Glander, David Graeme, Mally Malham, Anne Oxtoby, Brian Ramsay, Ian Ross and Vince Sewell. They can be contacted via the Clerk, Helen Boden at the Parish Office, Hartley Library, Ash Road, Hartley, Longfield, Kent, DA3 8EL, by email: mail@hartleyparishcouncil.org.uk or by telephone: 01474 709441

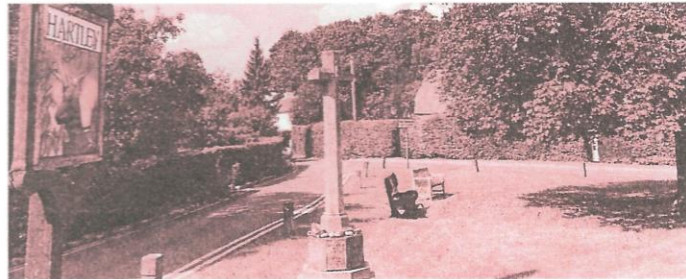


ITEM 5



HARTLEY PARISH COUNCIL Neighbourhood Plan

Help shape the future of our parish



Dear Resident,

As part of the work needed to support the Neighbourhood Plans for both Hartley and Fawkham, it is necessary to undertake a Landscape Character Assessment on the Green Belt which surrounds Hartley on three sides and washes over the complete Parish of Fawkham.

These Assessments will be undertaken at the same time in both Hartley and Fawkham Parishes as this will give benefits in time and cost. Both Councils have each commissioned Fiona Fyfe Associates, who were appointed following a tender process.

A Landscape Character Assessment is a tool to help understand what the landscape is like today, how it came to be like that and how it may change in the future. Its role is to help ensure that, change and development does not undermine what is characteristic or valued about any particular landscape, and that ways of improving the character of a place can be considered.

The Landscape Character Assessment is being prepared by Fiona Fyfe who is a Chartered Landscape Architect with extensive experience in Landscape Character Assessments, including local projects for The Kent Downs Area of Outstanding Natural Beauty and the Darent Valley Landscape Partnership.

To find out more about the process, and contribute your own thoughts, you are invited to attend a consultation workshop with Fiona on ZOOM on: Wednesday 9th February from: 7.30pm - 9.00pm

If you would like to join, please register your interest with the Parish Clerk:

Tel: 01474 709441

Email: mail@hartleyparishcouncil.org.uk

You will be provided with the joining details including the meeting passcode.

Members of both Hartley and Fawkham Steering Committees will be available to help.

This work will be a major step forward and it will be followed by a Green Belt Assessment along the boundary with Fawkham Parish before the end of March, aimed at highlighting the value of this green belt to the two Parishes.

The Steering Committee is establishing a website to keep residents informed of the developments and further information on this will follow.

The Committee is to receive funding from the Government to meet the cost of these issues.

Progress is also being made on developing draft policies for the future of the Parish, from the consultations undertaken last November and these will be put out for public consultation in due course.

**Thank you for taking time to read this paper -
Chris Alford Chairman of the Hartley Neighbourhood Plan Steering Committee**

Manor Field Pavilion

The Pavilion at Manor Field, Church Road is an ideal venue for family gatherings, regular or "one off" hiring, or as a venue for children's birthday parties.



Hartley Village Hall

The Village Hall, located on Ash Road, is also available to hire.

For further information and details of availability at either venue, please contact the Clerk at the Parish Office on 01474 709441

Email: enquiries@hartleyparishcouncil.gov.uk



Development of Hartley's Neighbourhood Plan

On behalf of the Parish Council, the Neighbourhood Plan is being developed by a Steering Group consisting of some Councillors and local residents who want to support and defend the Parish for the future.

Early consultation with residents has shown a desire to keep the Green Belt intact to preserve access to the countryside for walking and pleasure, the need for a mix of housing and preservation of historic buildings.

With these in mind the Steering Group has been securing evidence to underpin policies which, if supported and approved by residents, will provide a legal basis for future planning in our Village. This evidence has largely been produced by professional consultants and the costs have been met by Government Funds made available for Neighbourhood Plans. All the support work undertaken by Members of the Steering Group has been entirely voluntary.

A further consultation will be undertaken in the Autumn with a questionnaire being delivered, by hand, to every household in the Parish.

It is vital that everyone who loves living in Hartley and wants it to remain unspoilt, completes the questionnaire and returns it to the Parish Office in the Library.

For up to date information about the Neighbourhood Plan visit

www.hartleynp.org.uk

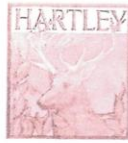


Your Parish Councillors are: Larry Abraham, Penny Cole, Perry Cole, Jim Colwell, David Conroy, Lesley Driscoll, Laurence Glander, David Graeme, Mally Malham, Anne Oxtoby, Brian Ramsay, Ian Ross & Vincent Sewell.

This newsletter has been printed and published by Hartley Parish Council.

PARISH COUNCIL WEBSITE: www.hartleyparishcouncil.gov.uk
PARISH CLERK: 01474 709441 EMAIL: enquiries@hartleyparishcouncil.gov.uk

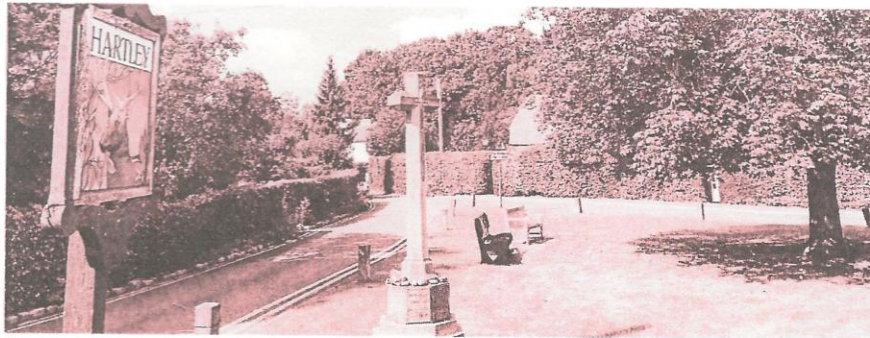
ITEM 7



HARTLEY PARISH COUNCIL

Neighbourhood Plan

Join us by helping shape the future of our parish



Dear Residents,

October 2023

I hope that you have been following the various reports on the progress being made with the Neighbourhood Plan including the entries on the Website hartleynp.org.uk. We are now seeking your views on some key aspects via the enclosed questionnaire.

The powers to prepare a Neighbourhood Plan were contained in the Localism Act of 2011 and since that date several thousand communities have decided to use those legal powers to influence planning issues. When he introduced the Act, the Minister made it clear that local people would have new rights and powers for communities and individuals.

When consulted about the Plan in October 2021, residents said that they had a strong desire to retain access to the open countryside around the Village for walking and enjoyment. Concern was also expressed about the loss of small houses and bungalows and their replacement by large houses thus affecting the character of the area and the opportunity to downsize and remain in the Village. In addition, residents identified the need to retain local green spaces, heritage assets, community assets and wildlife sites. The development of policies for these items have raised additional questions which form the basis for this questionnaire.

Additional issues have been raised and pointed to the need for the development of a Design Code, as a guide to designing new development in keeping with the character of the area, a Housing Needs Survey, retention of sporting facilities, the lack of a public house and a cafe, the volume and speed of traffic on Ash Road and the importance of retaining local shops. Policies will be developed on these issues and questionnaire(s) will be circulated in 2024. The Housing Needs Survey is an important ingredient of Neighbourhood Planning and will determine housing provision for local people. This Survey is being procured for the Neighbourhood Plan Steering Group in 2024, by consultants approved by Sevenoaks DC.

The improvement of the poor bus facilities is not within the powers of the Plan but is being pursued by the Parish Council

It is understood that the second stage of the new draft Sevenoaks Local Plan relating to the rural areas, will identify planning policy in the Green Belt and elsewhere in rural Sevenoaks until 2040. It is understood that this is planned to be published, for consultation, towards the end of the year.

You will see that in question 7, the Steering Group is offering the opportunity for residents to hear more about the Neighbourhood Plan or raise questions about any of the issues. Please say yes if you would like to attend one of the proposed sessions.

The replies to the questionnaire will help the Steering Group shape the Plan around your aspirations and concerns. It is appreciated that there may be different views from other members of your household and extra copies of the questionnaire are available by ringing 01474 709441, or you may wish to complete more than one questionnaire on-line.

Completed questionnaires should be returned by 24th November 2023 using one of the following means:

1. **By hand or by post:**
The Parish Office at The Library, Ash Road, Hartley, Longfield DA3 8EL
2. **Collection:**
We can also arrange collection by ringing 01474 709441

OR

3. **Complete Online via Survey Monkey using the link:**
<https://www.surveymonkey.co.uk/r/HXHQ9T2>

or Use the QR Code below

(scan your smart phone camera and press to enter):



4. **Links also available via our website: hartleynp.org.uk**

Thank you for taking time to complete the questionnaire as support from residents is essential for the Neighbourhood Plan to succeed. It would help if you could encourage your neighbours to do the same. If you wish to see some of the work done to date please visit our website hartleynp.org.uk

Chris Alford, Chairman of the Steering Group

HARTLEY NEIGHBOURHOOD PLAN QUESTIONNAIRE

The supporting information to these questions is located on the Neighbourhood Plan Website "hartleynp.org.uk". It is recognised that some residents may not have reference to a computer but there are computers available for use in the Library. Also, from the middle of October until the end of November the supporting information will be displayed in the Library.

Please mark your replies clearly by placing a cross (X) against the answer you support and return the questionnaire by one of the 4 ways listed on the front letter.

Q1. The open countryside around Hartley Village, on three sides, forms part of the Green Belt. New building in the Green Belt is not normally permitted unless there are very special circumstances. A Map showing the Green Belt and its boundary around Hartley is available on our Website "hartleynp.org.uk" (See Supporting Information – Map 1).

Do you think that the Green Belt should be protected around Hartley village?

Strongly agree Agree Neither Agree nor Disagree
Disagree Strongly Disagree

Q2. The Landscape Character Assessment report procured by the Steering Group is set out on our website "hartleynp.org.uk". This report sets out the important views along and across Fawkham Valley, Hartley Bottom and elsewhere, together with the value of its trees and woodlands in the Parish of Hartley. (The numbers printed in MAP 1 (referred to in Q.1) relate to approximate photo locations of views shown in the Landscape Character Assessment Report).

Do you think the Neighbourhood Plan should value and protect the countryside, views, and landscape, around our Hartley village?

Strongly agree Agree Neither Agree nor Disagree
Disagree Strongly Disagree

Q3. Thanks to its Green Belt, with its Ancient Woodlands and Green Spaces, Hartley benefits from the presence of local biodiversity. Some of these areas are shown on our Website "hartleynp.org.uk" (See Supporting Information – Map3). Some of these areas have statutory protection. **Do you think that we should seek out and protect other possible wildlife sites:**

Strongly agree Agree Neither Agree nor Disagree
Disagree Strongly Disagree

Q4. A number of open spaces in Hartley have been identified as Local Green Spaces which are important to residents. These are listed on our Website "hartleynp.org.uk". **Do you think these should all be protected?**

Strongly agree Agree Neither Agree nor Disagree
Disagree Strongly Disagree



Q5. Within the village there are a number of Community Assets including shops, open spaces, allotments, sports facilities, and public halls. These are listed on our Website "hartleynp.org.uk". **Do you think we should protect them all in the interest of preserving community life in the Village?**

Strongly agree Agree Neither Agree nor Disagree
Disagree Strongly Disagree

Q6. Hartley does not have any designated Conservation Areas whose status is designed to manage and protect groups of buildings and features of special architectural and historic interest – the features which make the area unique. The Landscape Character Assessment report (referred to in Q2) recommends that consideration be given to the creation of a small Conservation Area around All Saints Church and Hartley Court, where the rural character is still strong. **Do you agree with this recommendation to create a Conservation Area around All Saints Church and Hartley Court?**

Strongly agree Agree Neither Agree nor Disagree
Disagree Strongly Disagree

Q7. Would you support presentation/open evening(s) in a local hall which would provide you with the opportunity to ask questions about the Neighbourhood Plan and the evidence which supports each element.

Yes No

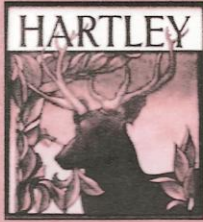
Finally, please set out below any issues that you would like to raise (do not include any personal details about yourself) and we will respond either at a public meeting, if one is supported, or in general terms on the Website.

ITEM 8

HARTLEY NEIGHBOURHOOD PLAN STEERING GROUP
RESULTS OF QUESTIONNAIRE ISSUED TO ALL RESIDENTS OF HARTLEY IN OCTOBER 2023

Approximately 2,500 questionnaires were issued to residents of Hartley in October 2023, with a closing date indicated as 24th November 2023. As a small number of questionnaires were received after this date, the Steering Group agreed to allow completion of questionnaires until the end of 2023. As at 31st December 2023, a total of 559 responses had been received, 331 of which were completed electronically and 228 via paper returns. A summary of the responses is provided below.

Question Number	Question	No of responses	Strongly Agree %	Agree %	Neither agree nor disagree %	Disagree %	Strongly disagree %
1	Do you think that the Green Belt should be protected around Hartley village?	559	93.38	3.22	0.89	1.07	1.43
2	Do you think the Neighbourhood Plan should value and protect the countryside, views, and landscape around our Hartley village?	559	92.31	5.9	1.07	0.18	0.54
3	Do you think that we should seek out and protect other wildlife sites?	559	79.79	13.06	3.4	2.68	1.07
4	A number of open spaces in Hartley have been identified as Local Green Spaces which are important to residents. Do you think these should all be protected?	557	88.33	8.26	1.26	0.9	1.26
5	Within the village there are a number of Community Assets including shops, open spaces, allotments, sports facilities and public halls. Do you think we should protect them all in the interest of preserving community life in the Village?	558	87.99	7.89	1.79	0.72	1.61
6	Do you agree with the recommendation to create a Conservation Area around All Saints Church and Hartley Court?	558	76.52	15.59	4.84	1.43	1.61
7	Would you support presentation/open evening(s) in a local hall which would provide you with the opportunity to ask questions about the Neighbourhood Plan and the evidence which supports each element.	555	88.83	11.17			



Hartley Parish Council

ITEM 9

MARCH
2024

Serving the residents of Hartley

Annual Parish Meeting Friday 17th May

You are invited to attend this year's Annual Parish Meeting, which will take place on

Friday 17th May at 7:45 pm at Hartley Village Hall, Ash Road.

At the meeting, the accounts for the past year will be available to view and there will also be reports from the Chairman of the Council and our District Councillors.

Our local MPs have been invited as well as our County Councillor, Kent County Council Community Warden, Jackie West and our local PCSO.

Please come along to listen to what they have to say and to ask any questions that you may have. This is an ideal opportunity to find out what your Parish Councillors have been doing on your behalf during the past year.



Hartley's Neighbourhood Plan

Drop- In Sessions

Two drop in sessions will be held at The Fawkham & Hartley Church Centre, Ash Road/The Warrens,

on Wednesday 17th April from 5pm until 8pm

&

Saturday 20th April from 11am until 4pm

Hartley's Neighbourhood Plan will enable the community of Hartley to have a legal say in how the Parish should look over the next 15 years and also influence future planning applications.

In a recent survey several hundred residents said that they would welcome a Drop In Session to hear more about the Plan and this is now your opportunity to do so.

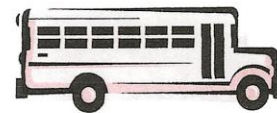
Members of the Neighbourhood Plan Steering Group will be available at these drop in sessions and look forward to meeting you.

Replacement Bus Service

Kent County Councillor David Brazier and your local Hartley District Councillors, have been working behind the scenes to arrange a replacement bus service for New Ash Green and Hartley. We have received the following update on the replacement C3 bus service ;

The C3 bus service to Darent Valley Hospital and Bluewater is due to begin on the **2nd April** and will be operated by Go Coach.

There will be **five** services a day and we are waiting for confirmation of the timetable. As soon as the timetable has been finalised, details will be published on the Parish notice boards and website.



PARISH COUNCIL WEBSITE: www.hartleyparishcouncil.gov.uk
PARISH CLERK: 01474 789441 EMAIL: enquiries@hartleyparishcouncil.gov.uk

Annexe A - Item 10

Results from the Walk In Session held in April 2024

RESULTS OF QUESTIONNAIRES COMPLETED AT DROP IN CONSULTATIONS INDICATING SUPPORT OF PROPOSED POLICIES

Number of questionnaires completed – 84

Policy	Supported	Not Supported	Neither
ENV1 Protection of Green Belt	99%	0	1%
ENV2 Special Views in GB	99%	0	1%
ENV3 Protection of Local Green Spaces	100%	0	0
ENV4 Retention of Sports Facilities	96%	0	4%
ENV5 Protection of Heritage Assets	100%	0	0
ENV6 Protection of Biodiversity Assets	96%	0	4%
HBE1 Settlement Boundary	95%	0	5%
HBE2 Housing Mix	83%	11%	6%
HBE3 Affordable Housing	76%	15%	8%
HBE4 Windfall Development	75%	20%	5%
DC1 Building Design Guidance Code	94%	0	6%
CA1 Retention of Community Assets	100%	0	0

Annexe A - Item 11

Progress Report from December 2025

Serving the residents of Hartley

Neighbourhood Plan—Update

A draft Neighbourhood Plan for Hartley has been submitted to Sevenoaks District Council for assessment. This draft Plan which contains policies for future planning proposals in Hartley has been developed to reflect the comments and ideas which have come forward from residents over the past 4 years.

Residents are reminded that the priority for the Neighbourhood Plan was to retain the Green Belt and countryside around the village so that it can continue to provide space for recreation and enjoyment. This was seen to be the most important of the policies but in all there will be a number of other policies to consider.

Following the assessment, the Draft Plan will be the subject of a major consultation with residents, land owners and businesses in the Parish in the Spring of 2026. The consultation papers will be made available to everyone and it is important that you look out for the publicity documents. The completed consultation papers should be sent, or delivered to the Parish Office. If approved, at a Referendum in the future, the Neighbourhood Plan will have legal status and will sit alongside the new Sevenoaks wide Local Plan which has recently been consulted.

The Neighbourhood Plan will therefore enable the local community to influence planning decisions in Hartley in the future.

Salt Bin Locations

Salt bins are located at potentially hazardous locations, for use by the public to treat ice and snow on small areas of the carriageway or public footway.

As the colder weather approaches, please find below a list of the salt bin locations;

At the junction of Ash Road with;

- Bramblefield Close, Copse Side, Merton Avenue, Quaker's Close & Larks Field
- Porchester Close & Caxton Close
- In Banckside
- At the junction of Woodland Avenue & Wellfield
- At the junction of Church Road with Manor Lane.

For more general information about salting and snow clearance, please visit www.kent.gov.uk and search Winter Service Policy.


My Community Voice

My Community Voice is a messaging service that helps Kent and Medway residents, businesses, and community groups to keep in touch with their local policing teams. The service sends updates about your local area directly from the police officers themselves.

My Community Voice is more than just a messaging service; it allows you to reply to the alerts, share information and report issues affecting you.

You will be able to play an active part in police appeals as well as keeping updated in what is happening in your local area.

For more information, visit www.MyCommunityVoiceKent.co.uk



Defibrillators

There are **FOUR** defibrillators in Hartley;

One is positioned outside the Village Hall, Ash Road and there another unit complete with paediatric pads positioned at The Pavilion, Manor Field, Church Road.

There is a third unit located in Hartley Country Club and a fourth in Fawkham & Hartley Church Centre, Ash Road.

THESE UNITS CAN BE USED WITHOUT TRAINING

www.hartleyparishcouncil.gov.uk



ANNEXE B

SUPPORTING DOCUMENT AND RESULTS **FROM THE SCHOOLS** **CONSULTATION PROCESS**

Children's Survey

The following shows the questions asked in the survey and a summary of the responses received.



Pupil at Leigh Academy

1) What do you like about Hartley?

The survey shows the children really like and value the rural setting of Hanley with the words: nature, fields, woods, trees, countryside, colours, nature, and spacious used.

The natural surroundings were also much liked with the words greenery, lots of trees, flowers, plants, bees, walks, fresh air and dog walking mentioned.

The community was mentioned by many of the children describing the peaceful, calm, quiet and spacious environment specifically mentioned.

A recurring theme noted and valued in the survey by many of the children was "Hartley is a village not a city" and the community was welcoming, with residents "nice, helpful, friendly and caring". The environment was mentioned as clean and tidy.

Facilities in Hartley were mentioned by the children predominantly Hartley Country Club, the Post Office, Co-op, the Library and the Social Club

2) Is there something you do not like about Hartley or something that could be better for children of your age?

The overwhelming dislike about Hartley was the traffic and busy roads particularly the Ash Road and lack of adequate schools. Busy, traffic, roads, parking, speeding and unsafe were mentioned.

The lack of certain facilities was next most mentioned with saying they did not like lack of zebra crossings, traffic lights, parks, children's equipment and bike lanes.

However, 11 children said there was nothing they did not like.

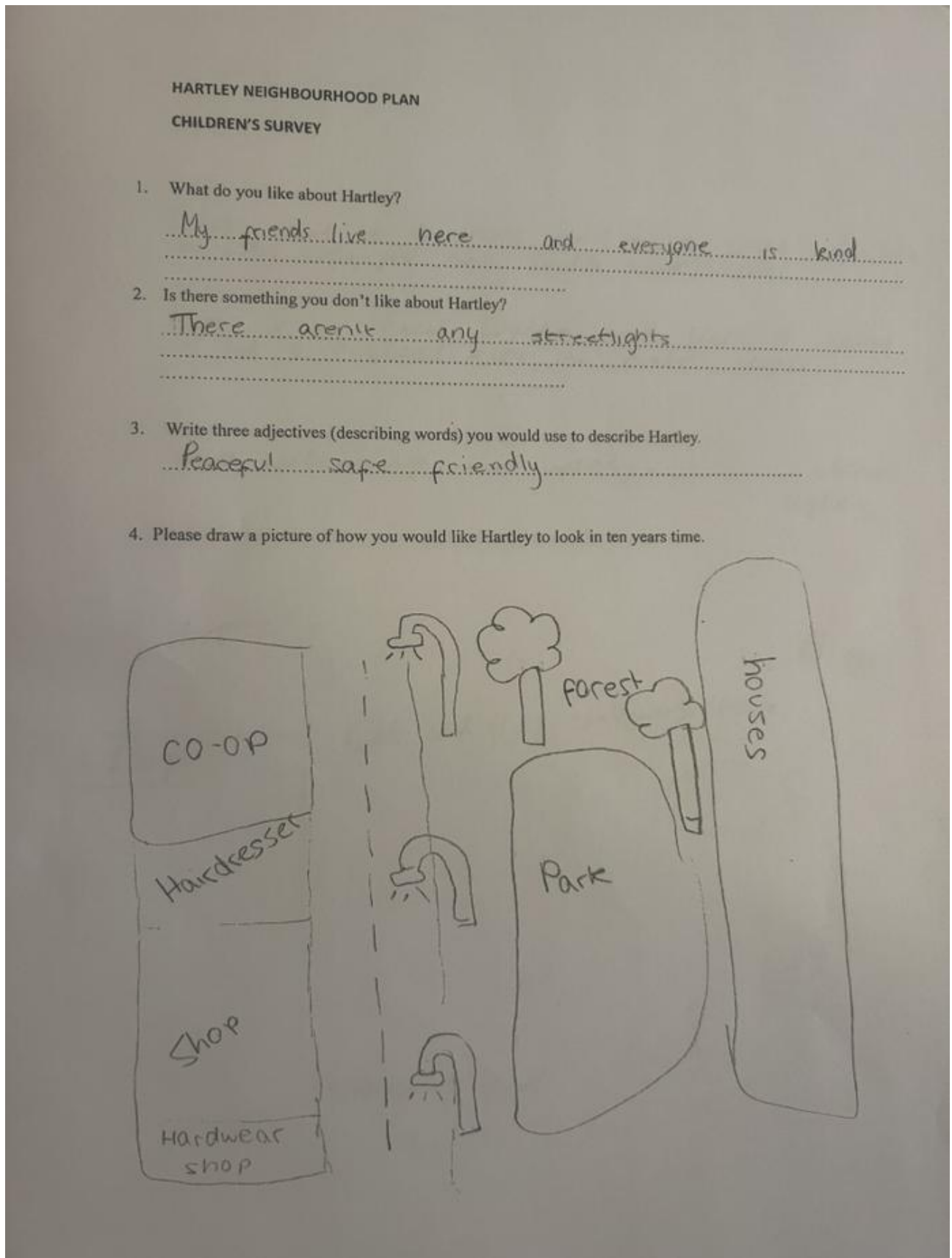
3) What three adjectives (describing words) would you use to describe Hartley?

The most frequently used words were Quiet, Green, Peaceful, Safe, and Friendly. The next most popular words were Calm, Beautiful, Caring and Nature.

4) If you could change or add one thing to make Hartley even better for young people, what would it be and why?

The majority of comments made by the children refer to more parking spaces, zebra crossings, calming measures, bike lanes and streetlamps to make it a safer environment to live in. Next most mentioned was improvement to facilities for children (i.e. sports facilities and notably another park with better equipment).

A few examples of the surveys returned by pupils are shown below.



HARTLEY NEIGHBOURHOOD PLAN

CHILDREN'S SURVEY

1. What do you like about Hartley?

I like that it is small and quite quiet not like a city. Also, you can walk everywhere.

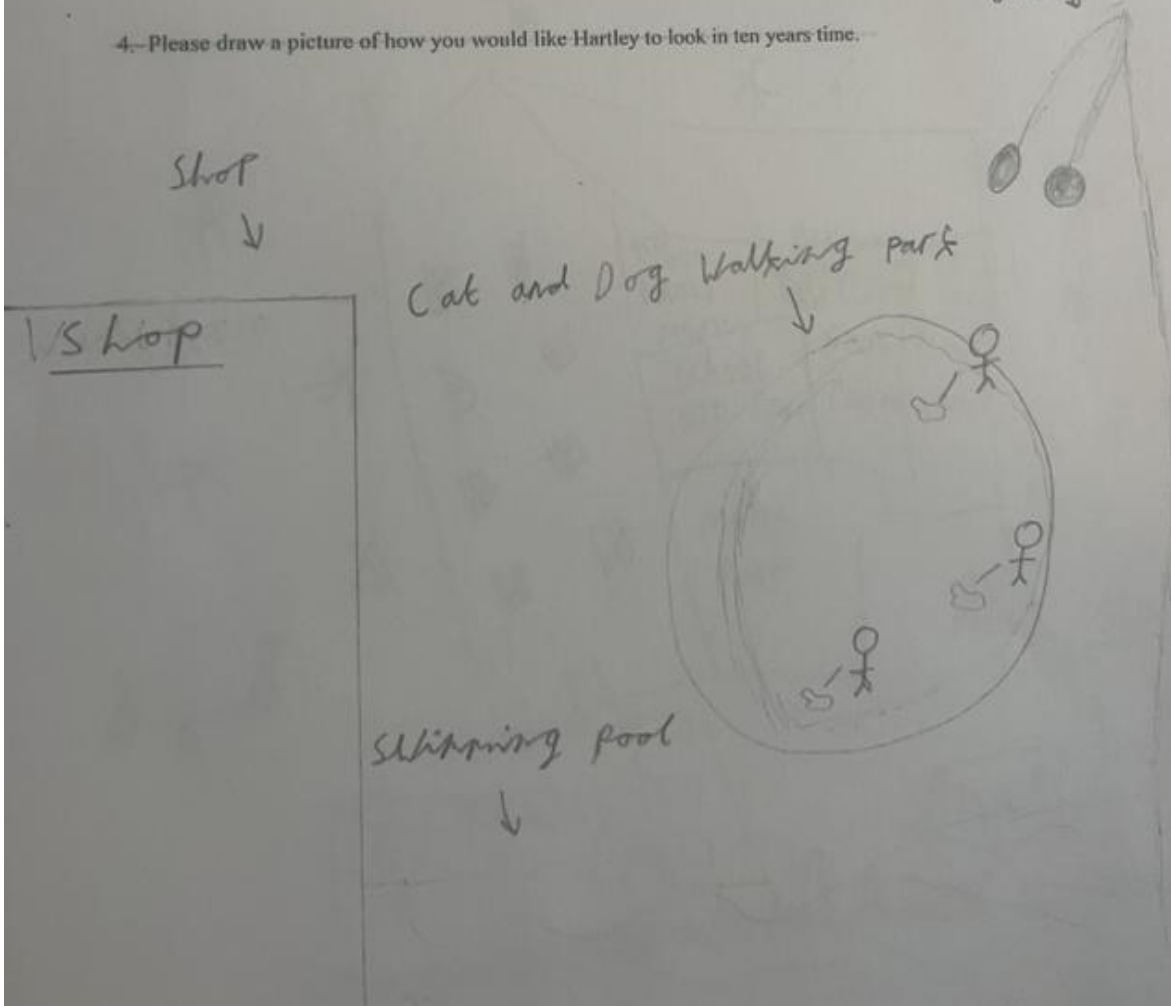
2. Is there something you don't like about Hartley?

There is no road lights and there is quite a lot of rubbish. Also no grass strip.

3. Write three adjectives (describing words) you would use to describe Hartley.

Small, welcoming and lovely. street light ↓

4. Please draw a picture of how you would like Hartley to look in ten years time.



HARTLEY NEIGHBOURHOOD PLAN

CHILDREN'S SURVEY

1. What do you like about Hartley?

We have a field and we get to do school trips

2. Is there something you don't like about Hartley?

Yes

3. Write three adjectives (describing words) you would use to describe Hartley.

Big, good and amazing

4. Please draw a picture of how you would like Hartley to look in ten years time.



HARTLEY NEIGHBOURHOOD PLAN
CHILDREN'S SURVEY

1. What do you like about Hartley?

I like that Hartley is a very inclusive and welcoming place.

2. Is there something you don't like about Hartley?

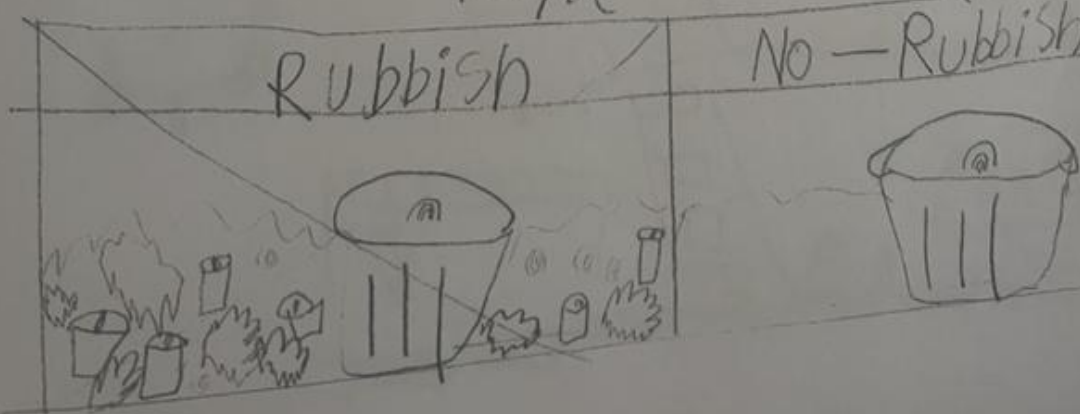
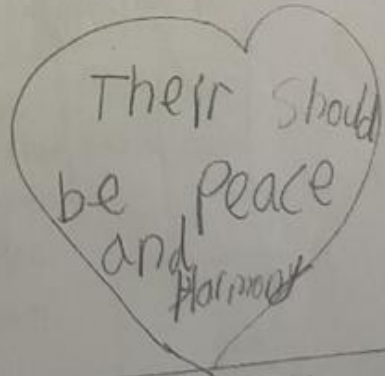
I don't like that some places have lots of rubbish.

3. Write three adjectives (describing words) you would use to describe Hartley.

welcoming respectful inclusive

4. Please draw a picture of how you would like Hartley to look in ten years time.

- All be the same especially:
- The school
- The church
- The local parks
- The kind people



HARTLEY NEIGHBOURHOOD PLAN – CHILDREN'S SURVEY

For Year 5 and Year 6 Pupils

We would like to know what you think about Hartley — what you like, what could be better, and how it might look in the future. Please answer the questions in full sentences. There are no right or wrong answers — we just want your honest opinions!

1. What do you like about Hartley?

- It has a library
- It's calm
- I like the people
- It has

2. Is there something you don't like about Hartley or something that could be better for children your age?

- It has a school
- Skatepark (needs)
- New roads
- More shops

3. Write three adjectives (describing words) you would use to describe Hartley.

- | | | |
|---------|-------------|-----------|
| 1. Calm | 2. Friendly | 3. Untidy |
|---------|-------------|-----------|

4. If you could change or add one thing to make Hartley even better for young people, what would it be and why?

- Gaming centre
-
-
-

HARTLEY NEIGHBOURHOOD PLAN – CHILDREN'S SURVEY

For Year 5 and Year 6 Pupils

We would like to know what you think about Hartley — what you like, what could be better, and how it might look in the future. Please answer the questions in full sentences. There are no right or wrong answers — we just want your honest opinions!

1. What do you like about Hartley?

- The People
- The houses
- Hartley country club
-

2. Is there something you don't like about Hartley or something that could be better for children your age?

- the network
- ~~make a big supermarket~~ the way people drive
- traffic
- ~~skatepark~~

3. Write three adjectives (describing words) you would use to describe Hartley.

1. rural	2. quiet	3. calm
----------	----------	---------

4. If you could change or add one thing to make Hartley even better for young people, what would it be and why?

- skatepark
- a supermarket
-
-

HARTLEY NEIGHBOURHOOD PLAN – CHILDREN'S SURVEY

For Year 5 and Year 6 Pupils

We would like to know what you think about Hartley — what you like, what could be better, and how it might look in the future. Please answer the questions in full sentences. There are no right or wrong answers — we just want your honest opinions!

1. What do you like about Hartley?

how safe it is and peaceful.
- how much entertainment there is.
-
-
-

2. Is there something you don't like about Hartley or something that could be better for children your age?

There is no yellow double lines ~~next~~ in front of the
- post office near the school.
~~It need~~ It needs more entertainment and more
- equipment in the park.
-

3. Write three adjectives (describing words) you would use to describe Hartley.

1. boring 2. quiet 3. peaceful

4. If you could change or add one thing to make Hartley even better for young people, what would it be and why?

pedestrians crossing cause there are more car in
- the morning.
-
-
-

HARTLEY NEIGHBOURHOOD PLAN – CHILDREN'S SURVEY

For Year 5 and Year 6 Pupils

We would like to know what you think about Hartley — what you like, what could be better, and how it might look in the future. Please answer the questions in full sentences. There are no right or wrong answers — we just want your honest opinions!

1. What do you like about Hartley?

- I like that Hartley has lots of flowers and trees.
- I like the woods.
-
-

2. Is there something you don't like about Hartley or something that could be better for children your age?

- There could be some traffic lights - easier to cross -
- There could be a couple more bins
-
-

3. Write three adjectives (describing words) you would use to describe Hartley.

- | | | |
|-----------|-------------|---------|
| 1. Pretty | 2. Friendly | 3. Safe |
|-----------|-------------|---------|

4. If you could change or add one thing to make Hartley even better for young people, what would it be and why?

- Restaurant / pub it would be fun going for dinner.
- Cycle tracks it would be safer for bikes
- bins - it would be easier - rubbish might fall out of pockets.



ANNEXE C

Supporting Documents and Results from the Business & Employment Consultation Process

HARTLEY PARISH COUNCIL **NEIGHBOURHOOD PLAN** **BUSINESS SURVEY (January 2024)**

You may be aware that Hartley Parish Council has decided to submit a Neighbourhood Plan to Sevenoaks Council for approval. This Plan will help guide any future development in the Parish and help to protect what we like about the community.

As part of the process a Steering Group was formed consisting of Parish Councillors, along with a number of voluntary residents, who have been gathering information to create a draft Plan for submission, as well as obtaining feedback from local Residents and Businesses within the Parish.

This Survey is directed to businesses operating within the Parish who work out of a business address or perhaps from a residential address (excluding residents who work from home a few days a week).

Please help us by taking a few minutes to complete this Survey.

Please complete our survey **On-Line** using the QR Code or Survey Monkey Address below:



OR – <https://www.surveymonkey.com/r//JZY6W27>

OR, if that is not possible: Fill it in manually and drop it off or post it to: The Parish Office at The Library, Ash Rd, Hartley DA3 8EL

SURVEY CLOSING DATE IS 29 FEBRUARY 2024

Help us to shape the future of Hartley

1. Business Name:

2. Business Address:

3. What Sector is your business in?	
<input type="checkbox"/> Agriculture	<input type="checkbox"/> IT Services
<input type="checkbox"/> Animal Related	<input type="checkbox"/> Manufacturing
<input type="checkbox"/> Automotive	<input type="checkbox"/> Marketing/Advertising
<input type="checkbox"/> Childcare Provision	<input type="checkbox"/> Professional Services/Business Support
<input type="checkbox"/> Construction/Building	<input type="checkbox"/> Retail
<input type="checkbox"/> Education/Training	<input type="checkbox"/> Scientific/Technical
<input type="checkbox"/> Entertainment/Leisure	<input type="checkbox"/> Sports
<input type="checkbox"/> Financial/Insurance	<input type="checkbox"/> Tourism
<input type="checkbox"/> Health & Social Care	<input type="checkbox"/> Transport (storage & distribution)
<input type="checkbox"/> Horticulture	<input type="checkbox"/> Wholesale Trade
<input type="checkbox"/> Hotels, Food & Beverages	<input type="checkbox"/> Other (please specify):
	<input type="checkbox"/> _____

4. How many years has your business operated in Hartley:
<input type="checkbox"/> 0-2 <input type="checkbox"/> 3-5 <input type="checkbox"/> 6-10 <input type="checkbox"/> 11-15 <input type="checkbox"/> 16-20 <input type="checkbox"/> 21+

5. If less than 5 years in Hartley, why did you locate here?	
<input type="checkbox"/> Affordable Premises	<input type="checkbox"/> Location – proximity to work-force
<input type="checkbox"/> Availability of Workforce	<input type="checkbox"/> Location – proximity to home
<input type="checkbox"/> Location– proximity to service area/customers	<input type="checkbox"/> / family
	<input type="checkbox"/> Transport Links
	<input type="checkbox"/> Other (Please Specify)
	<input type="text"/>

6. How many staff do you employ in your Hartley Business:	
<input type="checkbox"/> 0-1 <input type="checkbox"/> 2-3 <input type="checkbox"/> 4-5 <input type="checkbox"/> 6-10 <input type="checkbox"/> 11-20	
	<input type="checkbox"/> 21+

7. What % of your Hartley employees live in Hartley?
<input type="checkbox"/> 0-25% <input type="checkbox"/> 26-50% <input type="checkbox"/> 51-75% <input type="checkbox"/> 76-100% <input type="checkbox"/> Don't Know

8. How do your employees travel to work (tick all that apply)?

<input type="checkbox"/> Walk <input type="checkbox"/> Train <input type="checkbox"/> Car <input type="checkbox"/> Motorbike <input type="checkbox"/> Bus <input type="checkbox"/> Cycle
<input type="checkbox"/> Don't know
9. Do the public transport options available to your staff meet their needs? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
10. In the next 5 years, do you think your workforce size will: <input type="checkbox"/> Grow Strongly <input type="checkbox"/> Grow a Little <input type="checkbox"/> Stay the Same <input type="checkbox"/> Contract a Little <input type="checkbox"/> Contract Significantly
11. Employment Issues (tick all that apply): <input type="checkbox"/> My workforce suffers from particular skill gap(s) <input type="checkbox"/> I have had difficulty recruiting staff in the last 12 months. <input type="checkbox"/> I have recruited apprentice/work placement staff in the last 12 months. <input type="checkbox"/> I have an issue retaining staff due to business isolation.

12. Is your Business carried out from (tick all that apply):

- | | |
|--|---|
| <input type="checkbox"/> A unit on a Business Park | <input type="checkbox"/> Office |
| <input type="checkbox"/> Converted Farm Building | <input type="checkbox"/> Shop |
| <input type="checkbox"/> Freehold Premises | <input type="checkbox"/> Studio/Garden Room |
| <input type="checkbox"/> Industrial Unit | <input type="checkbox"/> Workshop |
| <input type="checkbox"/> Leased or rented premises | <input type="checkbox"/> Your Home |
| | <input type="checkbox"/> Other (Please specify) |

13. What is the size of your current workspace?

- | | |
|---|--|
| <input type="checkbox"/> Under 93 m2 (1,000 ft ²) | <input type="checkbox"/> 930 – 1,858 m2 (10,001 – 20,000 ft ²) |
| <input type="checkbox"/> 94-465 m2 (1,001 – 5,000 ft ²) | <input type="checkbox"/> Over 1,858 m2 (20,000 ft ²) |
| <input type="checkbox"/> 466 – 929 m2 (5,001 – 10,000 ft ²) | |

14. Do you think your current workspace will suit your needs for the next 5 years?

- Yes, will be suitable for the foreseeable future.
- No, we are looking to improve our premises right now
- No, we are looking to relocate elsewhere in Hartley
- No, we are looking to relocate outside of Hartley
- Other (Please | Specify)

--

15. Are your Main/Core Customers located:

- | | |
|---|--|
| <input type="checkbox"/> In Hartley | <input type="checkbox"/> London |
| <input type="checkbox"/> Within 5-10 miles of Hartley | <input type="checkbox"/> Nationally |
| <input type="checkbox"/> Southeast Region | <input type="checkbox"/> Internationally |

<p>16. Does your business suffer from any transport issues as a result of being located in Hartley:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know</p>												
<p>17. Are there any Services/Utilities you feel need to be improved for your business?</p> <table><tr><td><input type="checkbox"/> Surface Water/Drainage</td><td><input type="checkbox"/> Electricity Supply</td></tr><tr><td><input type="checkbox"/> Sewage</td><td><input type="checkbox"/> Water Supply</td></tr><tr><td><input type="checkbox"/> Waste Disposal</td><td><input type="checkbox"/> Mobile Signal</td></tr><tr><td><input type="checkbox"/> Public Transport</td><td><input type="checkbox"/> Broadband</td></tr><tr><td><input type="checkbox"/> Parking</td><td><input type="checkbox"/> Gas Supply</td></tr><tr><td></td><td><input type="checkbox"/> Other (Please specify)</td></tr></table> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/> Surface Water/Drainage	<input type="checkbox"/> Electricity Supply	<input type="checkbox"/> Sewage	<input type="checkbox"/> Water Supply	<input type="checkbox"/> Waste Disposal	<input type="checkbox"/> Mobile Signal	<input type="checkbox"/> Public Transport	<input type="checkbox"/> Broadband	<input type="checkbox"/> Parking	<input type="checkbox"/> Gas Supply		<input type="checkbox"/> Other (Please specify)
<input type="checkbox"/> Surface Water/Drainage	<input type="checkbox"/> Electricity Supply											
<input type="checkbox"/> Sewage	<input type="checkbox"/> Water Supply											
<input type="checkbox"/> Waste Disposal	<input type="checkbox"/> Mobile Signal											
<input type="checkbox"/> Public Transport	<input type="checkbox"/> Broadband											
<input type="checkbox"/> Parking	<input type="checkbox"/> Gas Supply											
	<input type="checkbox"/> Other (Please specify)											
<p>18. Summary – How do you rate Hartley as a place to operate a business from?</p> <p><input type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Satisfactory <input type="checkbox"/> Poor <input type="checkbox"/> Very Poor</p>												
<p>19. Are there any constraints on operating your business in Hartley.</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, please specify:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>												
<p>20. What support/encouragement can the Parish give businesses through the Neighbourhood Plan?</p> <p>Please give details below:</p> <div style="border: 1px solid black; height: 150px; width: 100%; margin-top: 10px;"></div>												

21. Finally, if you have anything further to add, please comment in the space below.

Your Contact Detail:

Name:

Email:

Phone:

Please note that by responding to this survey you are authorising us to retain your personal contact details within our records which will only be used to communicate with you and will not be made available to any other third party(ies).

Thank you for taking the time to complete our survey.

Results from the Business and Employment Survey

HARTLEY NEIGHBOURHOOD PLAN **BUSINESS QUESTIONNAIRE RESPONSES**

Responses received from:

Image Hair Studio	Graham Simpkin Planning Ltd
Hartley Social Club	Hartley Dental Practice
Hartley Country Club	The Gearbox
Fairby Grange	Hartley Primary Academy
Hartley DIY	

Business Sector

Automotive	1
Education/Training	1
Entertainment/Leisure	1
Health & Social care	2
Hotels. Food, beverages	2
Professional services/ Business support	1
Retail	1
Sports	1
Hair & beauty	1

Years in operation (and if less than 5 years, why did you locate here)

3 -5	1	(Location – proximity to service area/customers)
11-15	1	
21+	7	

Number of Staff Employed

0-1	2
4-5	1
6-10	2
11-20	1
21+	3

Percentage of employees who live in Hartley

0 – 25%	4
26-50%	2
51-75%	1
76-100%	1
Don't know	1

How do your employees travel to work

Walk	5
Train	3
Car	8

Motorbike	1
Bus	1
Cycle	1

Do the public transport options available to your staff meeting their needs?

Yes	0
No	8
Don't know	1

In the next 5 years do you think your workforce size will:

Grow strongly	1
Grow a little	4
Stay the same	3
Contract significantly	1

Employment Issues

My workforce suffers from particular skill gap(s)		1
I have had difficulty recruiting staff in the last 12 months	3	
I have recruited apprentice/work placement staff in the last 12 months	3	
I have an issue retaining staff due to business isolation	1	

Business carried out from

Freehold premises	4
Office	1
Shop	2
School	1
Leased premises	1

Size of current workspace

Under 93 sqm	2
94 – 465 sqm	2
930 – 1858 sqm	2
Over 1858 sqm	1

Do you think your current workspace will suit your needs for the next 5 years

Yes	9
-----	---

Where are your main/core customers located

Hartley	5
Within 5-10 miles of Hartley	3
In the Southeast region	1

Does your business suffer from any transport issues as a result of being located in Hartley

Yes	3
No	4
Don't know	2

Are there any service/utilities you feel need to be improved for your business

Surface water/drainage	2
Public transport	2
Parking	4
Electricity supply	1

Draft 4/3/26

Mobile signal	1
Broadband	1

How do you rate Hartley as a place to operate a business

Very good	2
Good	3
Satisfactory	4

Are there any constraints on operating your business in Hartley (and if yes, please specify

Yes 2

Road system is very congested and parking is difficult due to commuters parking on our road instead of the station car park due to cost (Hartley Dental Practice)
Struggled to find full time staff of a younger age (Hartley Country Club)

No 7

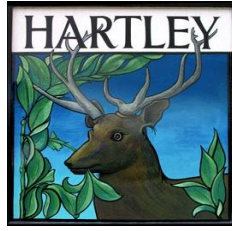
What support/encouragement can the parish give businesses through the Neighbourhood Plan

Parking is a big issue especially when the Co-op lorries do deliveries which is several times a day. It makes it extremely difficult for elderly and less able clients to park. They are also causing damage to the Road surface in the lay-by in front of the shops due to their weight. (Image Hair Studio)

Consider street lighting in Wellfield for safety and make parking cheaper for the station (Hartley Dental Practice)

Alter parking at front of shops, is take out island and drive straight in (The Gearbox)

Upkeep of current building we are located in. Also surrounding area (Hartley DIY)



ANNEXE D

Supporting Documents and Results from the Local Housing Needs Survey

Housing Needs Advertising Material:



Then our local housing needs survey needs you!

Hartley Parish Council Neighbourhood Plan Group are working with RACE to undertake a housing needs survey in Hartley. The purpose of the survey is to find out if local people need affordable housing and whether there are older homeowners who need to downsize or move to more suitable housing.

Please use this link or QR code to complete the survey online

<https://online1.snapsurveys.com/hartley>



If you are in housing need, please complete the survey by 25th March so we have an accurate picture of housing that is required locally.

If you need a paper survey or help, you can call RACE on 07880 151872

www.kenthousinggroup.org.uk/race

Housing Needs Report (Including Questionnaire):

HARTLEY HOUSING NEEDS SURVEY – MARCH 2024



Contents	Page
Introduction	3
Background Information	3
Housing in the village	4
Survey Methodology	4
Summary	4
Analysis and Results	5 - 6
Additional Indication of Local Housing Needs	6
Conclusion	6
Appendix 1 – Housing Needs Survey	7 - 12
Appendix 2 – Survey data	13 - 21

INTRODUCTION

Kent's Rural and Community Housing Enabling service (RACE) undertook a local Housing Needs Survey in the parish of Hartley. The survey was commissioned by the Neighbourhood Plan Steering Group of Hartley Parish Council.

Housing Needs Surveys investigate the affordable housing needs of people who live in or have close ties to a parish, town or rural area and provide an independent report of that need, using a transparent and robust methodology. In addition, they investigate the needs of older households of any tenure needing to downsize or move to more suitable housing for their needs.

The Hartley Housing Needs Surveys is valid for 5 years, to March 2029.

BACKGROUND INFORMATION

The 2021 ['Parish Councillors' Guide to Rural Affordable Housing'](#) states that 'Across the country there is a lack of affordable housing to rent or buy in many villages, in some there is none at all. This causes hardship for people across the generations, young people just starting out on an independent life, families trying to provide for their children and older people who have lived in the village for most of their lives but whose growing frailty means they can no longer manage in their current home.' Due to high property prices within the Sevenoaks District, the same challenges arise in more urban settlements and towns.

The Kent Rural Housing Protocol ['A Guide to Developing Affordable Homes in Rural Communities'](#) states that 'Within the County of Kent, most land (85%) is classed as "rural" and over 40% of businesses in Kent are based in rural areas. KHG recognise that provision of affordable housing is vital to ensure that communities continue to thrive and prosper.'

Small developments of local needs housing can provide affordable homes for local people, thereby enabling them to stay in their community, benefit from family and friends' networks and contribute to local life. This can make a real difference to the sustainability of communities and the vitality of local services and amenities.

The housing needs of older people has been a subject of concern given the growing numbers in that age group whose needs are not being met by the market. A nine-month enquiry starting in 2017 on Housing and Care for Older People concluded in their report¹ that 'policy makers must recognise the growing housing needs of older people living in the countryside. It recommends that Local Planning Authorities ensure provision of new homes for older people, noting the value of both the building of small village developments "perhaps six bungalows on an unused scrap of land" or larger scale retirement schemes in towns close by.'

RACE is an independent service for Kent, delivered through the [Kent Housing Group](#) and is supported by Local Authorities across Kent and Medway, including Sevenoaks District Council. RACE's Rural Housing Enablers (RHE) will undertake a housing needs survey, analyse the results, and where appropriate, help identify potential suitable sites for the development of new local needs housing, i.e. Rural Exceptions Sites, or to secure a proportion of the affordable housing to be provided on larger sites to meet the needs of local people, i.e. Local Lettings Plans.

¹ [Rural Housing for an Ageing Population](#): Preserving Independence. Happi 4- The Rural HAPPI Inquiry. April 2018. Jeremy Porteus

If new local needs housing is to be developed on a Rural Exceptions Site, a partnership will be established between the Parish and or Town Council, the preferred housing provider, e.g. Housing Association, and the Local Authority. Proposals for new local needs housing will be developed and the community consulted. The independent role of the RHE helps to ensure any eventual local needs housing scheme proceeds smoothly and for the benefit of the community.

HOUSING IN HARTLEY

The Census 2021 tells us 89% of households in Hartley are owner occupiers, 9.7% live in social housing and 7.5% live in private rented housing or are living rent free. The housing stock comprises 11.3% flats and 88.3% houses or bungalows.

There are a total of 215 social housing properties in Hartley, with the majority owned by West Kent Housing Association. This follows the transfer of the Sevenoaks Council housing stock in 1989. Social housing is let in accordance with the Sevenoaks District Allocation Policy or direct by the landlord Housing Association. There are currently no local needs housing schemes in the area where priority would be given to those with a strong local connection to Hartley. This means social housing vacancies are allocated to those with a connection to the Sevenoaks District, i.e. the new tenant is unlikely to necessarily have a local connection to Hartley.

High property prices mean that some local people are unable to afford a home in Hartley. At the time of writing the report the cheapest property for sale was a 2-bed house for £300,000; for a first-time buyer to afford this property an estimated 10% deposit of £30,000 would be required along with an income of approximately £60,000 based on a mortgage of 4.5 x income. There was a 1-bedroom cottage/bungalow available for £350,000; a deposit of £35,000 and an income £70,000 would be required. Only one property was found available in the private rented sector, it was a 1-bedroom apartment for £1,200 per calendar month; an income of approximately £48,000 would be required to afford this property (affordability is based on rent being no more than 30% gross income).

SURVEY METHODOLOGY

An A5 postcard providing information and online links for completion of the survey was posted to every household in Hartley in January 2024. Only residents with a housing need were asked to respond; options were provided for those unable to use the online method. 2,334 surveys were distributed with 24 completed surveys returned.

SUMMARY

Of the 24 returns, a need for up to 9 affordable homes, for the following local households was identified:

- 2 single people
- 6 families with children
- 1 other type of household
- 1 of the 9 households include an older person
- 4 of the households live in Hartley and 5 live outside and have indicated they have a local connection to Hartley.

In addition to the above, there was a requirement for 11 open market properties for older homeowners needing to downsize/move to more suitable housing for their needs.

ANALYSIS AND RESULTS

24 surveys were completed. 4 surveys were disallowed for the following reasons:
 1 x respondent did not live in Hartley or indicate that they had a connection with the parish.
 2 x respondent did not want affordable housing and were not older people.
 1 x insufficient information given to assess housing need.

Identified need for Affordable Housing

Total Number of Affordable Homes Required	9
Respondent Current Location	4 x live in Hartley 5 x live outside Hartley
Respondent Current Housing	2 x private rented sector 1 x local authority 2 x renting from Housing Association 3 x living with relatives 1 x other (Sofa surfing)
Household Composition	2 x single people 6 x families 1 x other
Tenure Preference (more than one choice allowed)	8 x Affordable Rent 4 x Shared Ownership 3 x First Homes 1 x Open market 1 x Self-Build <div style="display: inline-block; vertical-align: middle; margin-left: 20px;"> } Low-cost home </div>
Level Access Housing Required	2
Interest in cohousing for older people indicated	1
Number of older households requiring affordable housing	1
<p>Analysis shows that only 2 respondents indicated having a deposit towards a low-cost home ownership option. This indicates that the majority need is for rented affordable housing, i.e. social housing.</p>	

Identified need for alternative housing for older homeowners.

Total Number of Homes Required	11
Respondent Current Location	11 x live in Hartley
Respondent Current Housing	11 x owner occupier
Household Composition	1 x single person 1 x family 1 x other 8 x couples
Tenure Preference (more than one choice allowed)	11 x Open Market 2 x Self-Build
Level Access Housing Required	5
Type of housing required (more than one choice allowed)	2 x house 8 x bungalow 1 x cohousing for older people 1 x other (house and annex for elderly)
Number of Bedrooms Required	8 x 2 beds 2 x 3 beds 1 x 4 beds

ADDITIONAL INDICATION OF LOCAL HOUSING NEEDS

Information obtained from the Sevenoaks District Housing Register shows that of the 891 active applicants currently registered, 32 have indicated they have a local connection to Hartley, requiring the following social housing: 12 x 1 bedroom, 15 x 2 bedrooms, 4 x 3 bedroom and 1 x 4 bedrooms.

CONCLUSION

The Hartley Housing Needs Survey demonstrates that at least **9 new affordable homes** are required to meet the needs of local people. From the responses received it demonstrates at least **11 open market properties for older homeowners** wanting to downsize or move to more suitable housing, are required.

The housing needs survey is an important source of evidence in measuring the housing needs of local people. Complementary indicators of housing need, including data from the Sevenoaks District Housing Register, verified local registrations of interest held by partner Housing Associations and data captured through ongoing engagement within the local community, can also provide suitable robust evidence. The Housing Needs Survey together with complementary indicators, ensure local housing needs data remains valid over a five-year period. All such evidence may be used to support the delivery of new affordable homes to meet the needs of local people.

Appendix 1 - Paper Version of Housing Needs Survey



HARTLEY PARISH HOUSING NEEDS SURVEY

The Rural and Community Housing Enabling service (RACE) is working with the Neighbourhood Plan Steering Group of Hartley Parish Council to establish whether there is a need for affordable housing and/or housing for older residents including current homeowners, in the parish of Hartley.

It is widely recognised that people living on low or even average incomes in rural areas can face real difficulties trying to find a secure and affordable home within the village they live and/or work in. That's why RACE are working with Hartley Parish Council to understand what the local housing need is and how local people can be supported to stay close to their support networks, work or education. We also know that some older people in rural areas, including homeowners, can struggle to find alternative housing that better suits their needs whilst enabling them to remain in their community.

This survey is designed to see if such housing is needed in Hartley for people with strong local connections (the local connection criteria can be seen at Q6).

Details on how to return the survey are at the end of this form.

If you or anyone in your household has a housing need, even if they've had to move away to find housing elsewhere, please complete this survey by 14th February 2024. Households might be single people, couples or families. It is only necessary to complete this survey if you feel you are in housing need. Please complete one survey per household in housing need. The survey should take no more than 15 mins to complete.

The findings of this survey will be produced in a report and published on the Hartley Neighbourhood Plan website in March 2024 at www.hartleynp.org.uk To find out more about RACE go to www.kenthousinggroup.org.uk/race If you are unable to access these websites but would like to know more, please use the contact details at the end of this form.

Rural and Community Enabling (RACE) is the data controller for any personal information collected in this survey. Your information will be used to understand the housing need in the surveyed area. Collection and processing is being conducted under the public task lawful basis. We will always anonymise your data before using it in any publically available reports. We won't share your personal information with any third parties unless we are required or permitted to do so by law. For more information about your data protection rights please see our data protection pages Privacy Policy Kent Housing Group or contact the Data Protection lead at RACE@ashford.gov.uk

1. Are you in need of affordable housing? (Housing Association rented housing at 50%-80% of open market costs. Shared ownership (part rent/part buy). First Homes - purchase with a minimum 30% discount)

- Yes
 No

2. Are you an older person/household wanting to downsize/move to more suitable housing for your needs?

- Yes
- No

3. When do you need new housing?

- Now
- Within the next 3 years

4. If you currently live in Hartley, do you wish to stay there?

- Yes
- No
- N/A

5. If you live outside of Hartley, do you wish to return?

- Yes
- No
- N/A

6. What is your connection with Hartley? Please tick any that apply

*immediate family = mother/father, children, brother/sister. Extended family will only be considered if they have played an important role in the applicant's upbringing.

**The applicant's place of work must be located in the parish

- I currently live in the parish and have done so continuously for the last 3 years
- I have previously lived in the parish and have immediate* family who currently live there and have done so continuously for the last 10 years
- I have lived in the parish for a total of 5 out of the last 10 years
- I am in permanent full time** employment in the parish
- I need to move to the parish to take up permanent full time** employment
- I am full time self-employed and the majority of my work is in the parish
- I provide an important service in the parish that requires me to live locally e.g. unpaid carer, school crossing patrol etc.

7. What is your current housing situation?

- Private rented
- Renting from Local Authority
- Renting from housing association
- Shared ownership
- Owner occupier
- Living with relatives
- Other

Please specify

8. How many bedrooms does your current home have?

- 1
- 2
- 3
- 4
- 5+

9. What type of household will be living in the new accommodation?

- Single person
- Couple
- Family
- Other

Please specify

10. What size will your household be in the new accommodation (total number of people)?

- | | |
|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> 1 person | <input type="checkbox"/> 5 people |
| <input type="checkbox"/> 2 people | <input type="checkbox"/> 6 people |
| <input type="checkbox"/> 3 people | <input type="checkbox"/> 7 people |
| <input type="checkbox"/> 4 people | <input type="checkbox"/> 8 people |

Please use the boxes below to state the age and gender of each person who will be living in the new accommodation (include yourself).

11.	Age
Person 1	<input type="text"/>
Person 2	<input type="text"/>
Person 3	<input type="text"/>
Person 4	<input type="text"/>
Person 5	<input type="text"/>
Person 6	<input type="text"/>
Person 7	<input type="text"/>
Person 8	<input type="text"/>

12.	Gender
Person 1	<input type="text"/>
Person 2	<input type="text"/>
Person 3	<input type="text"/>
Person 4	<input type="text"/>
Person 5	<input type="text"/>
Person 6	<input type="text"/>
Person 7	<input type="text"/>
Person 8	<input type="text"/>

13. Which tenure would best suit your housing need?

Indicate any options that apply

- Affordable Rent - rent levels are between 50%-80% of open market rent
- Shared ownership - part rent/part buy
- First Homes - purchase with a minimum 30% discount. Maximum price after discount is £250,000
- Open Market
- Self-Build - see your local authority self and custom build register. Call Sevenoaks District Council on 01732 227000

14. What type of housing would you prefer?

Indicate any options that apply

- Flat
- House
- Bungalow
- Level access accommodation suitable for older persons/persons with disabilities without support
- Level access accommodation suitable for older persons/persons with disabilities with support e.g. extra care
- Cohousing for older people - a small development of self-contained homes for older people that includes shared spaces e.g. communal vegetable garden. The group will influence the design of the development and control its on-going management
- Other

Please specify

15. How many bedrooms would you need in new accommodation?

Please note - If you need affordable rented housing, your local authority housing register allocation policy will determine how many bedrooms you would be eligible for.

- 1
- 2
- 3
- 4

16. Do you or a member of your household have any particular or specialised housing requirements e.g. due to a disability or special need?

- No
- Yes

If you answered Yes, please state what they are

17. Please state the total gross annual income of the household in housing need (joint if a couple). Do not include housing benefit or council tax benefit.

- Under £10,000
- £10,000 - £15,000
- £15,000 - £20,000
- £20,000 - £25,000
- £25,000 - £30,000
- £30,000 - £35,000
- £35,000 - £40,000
- £40,000 - £50,000
- £50,000 - £60,000
- £60,000 - £80,000
- £80,000 +

18. If you are interested in Shared Ownership or First Homes, please tell us how much money you can raise towards a deposit on a new home

19. Why are you seeking a new home? Tick any that apply

- | | |
|---|--|
| <input type="checkbox"/> Current home in need of major repair | <input type="checkbox"/> Current home too expensive |
| <input type="checkbox"/> Current home affecting health | <input type="checkbox"/> Setting up home with partner |
| <input type="checkbox"/> Alternative accommodation due to age/infirmity | <input type="checkbox"/> To move to a better/safer environment |
| <input type="checkbox"/> Homeless/threatened with homelessness | <input type="checkbox"/> To be nearer family |
| <input type="checkbox"/> Need smaller home | <input type="checkbox"/> Other |
| <input type="checkbox"/> Disability/disabled | <input type="checkbox"/> Access problems |
| <input type="checkbox"/> Employment | <input type="checkbox"/> Private tenancy ending |
| <input type="checkbox"/> Retirement | <input type="checkbox"/> Increased security |
| <input type="checkbox"/> Divorce/separation | <input type="checkbox"/> First independent home |
| <input type="checkbox"/> Difficulty maintaining current home | <input type="checkbox"/> Need larger home |

Please specify

20. Are you registered on your local authority housing register?

- Yes
- No

21. We may wish to contact you again to update you on any local housing opportunities. If you are happy to do so, please provide your name and email or phone number. These will not be passed to any third parties.

Name:

Email, home address or phone number:

Thank you for completing this survey.

You can return this form in the following ways: Contact Helen Boden, the Parish Council Clerk on 01474 709441 or drop it in an envelope to The Parish Council Office, Hartley Library, Ash Road, Hartley Longfield Kent DA3 8EL. Call RACE on 07880 151872 or post back to: RACE, Kent Housing Group, Civic Centre, Tannery Lane, Ashford, TN23 1PL

To apply for affordable rented housing you must register on Sevenoaks District Council's Housing Register. If you would like to register go to www.kenthomechoice.org.uk or contact Sevenoaks District Council on 01732 227000

If you are interested in Shared Ownership and/or First Homes, please call Sevenoaks District Council on 01732 227000 for more information.

Appendix 2 – survey data, included respondents (all questions answered by respondents who were not excluded from the findings see page 5).

HARTLEY HNS DATA OF INCLUDED RESPONDENTS

This report was generated on 02/04/24. Overall 20 respondents completed this questionnaire. The report has been filtered to show the responses for 'All Respondents'. A total of 20 cases fall into this category.

The following charts are restricted to the top 12 codes. Lists are restricted to the most recent 100 rows.

Are you in need of affordable housing? (Housing Association rented housing at 50%-80% of open market costs. Shared ownership (part rent/part buy). First Homes - purchase with a minimum 30% discount)



Are you an older person/household wanting to downsize/move to more suitable housing for your needs?



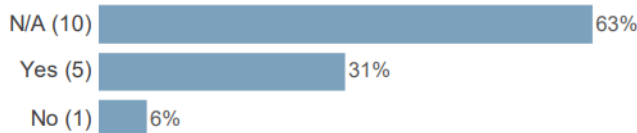
When do you need new housing?



If you currently live in Hartley, do you wish to stay there?



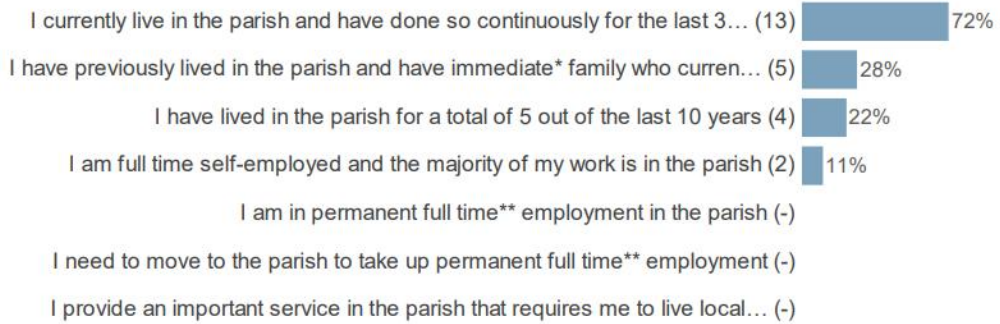
If you live outside of Hartley, do you wish to return?



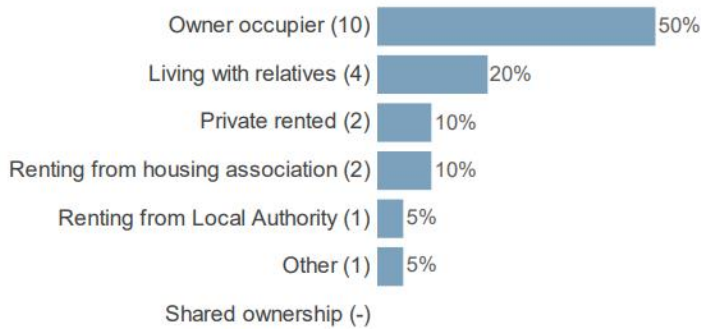
What is your connection with Hartley? Please tick any that apply

*immediate family = mother/father, children, brother/sister. Extended family will only be considered if they have played an important role in the applicant's upbringing.

**The applicant's place of work must be located in the parish



What is your current housing situation?



Please specify

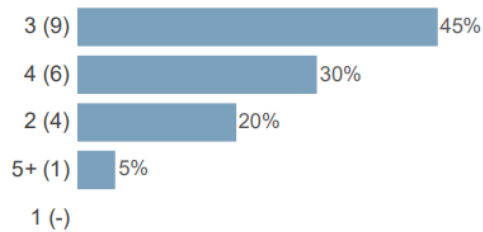
Cchs

Sofa Surfing, waiting for housing

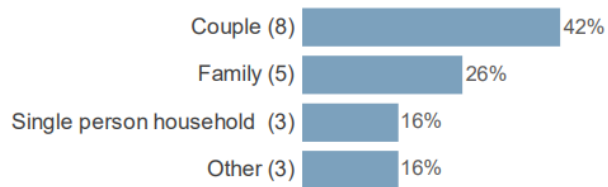
I like with my mother. I am almost 40 years old and need to move out.

living in housing with 1 year old baby

How many bedrooms does your current home have?



What type of household will you be in new accommodation?



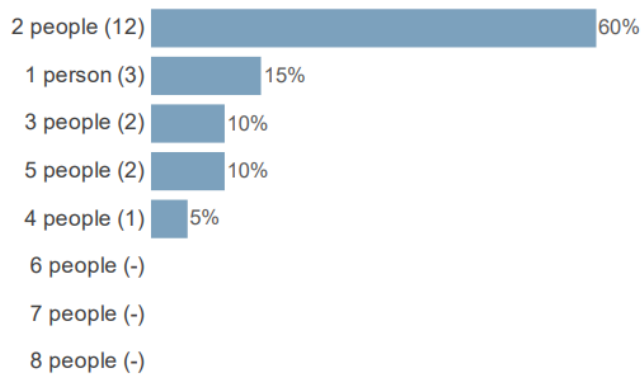
Please specify

1 adult 1 toddler

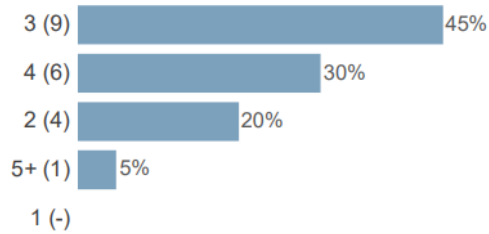
Mother and autistic daughter

Looking after elderly relatives

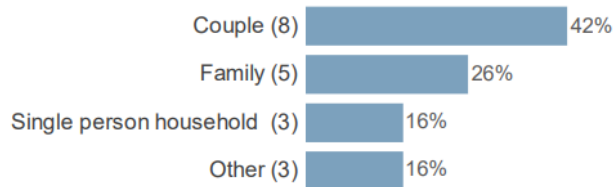
What size of household will you be in new accommodation (total number of people)?



How many bedrooms does your current home have?



What type of household will you be in new accommodation?



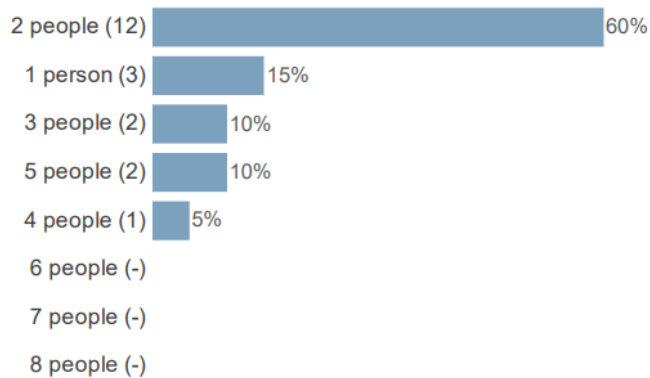
Please specify

1 adult 1 toddler

Mother and autistic daughter

Looking after elderly relatives

What size of household will you be in new accommodation (total number of people)?



Gender

Male	Female	Female	Non-Binary	Female	Female
Male	Male	F	Female	Female	Male
Female	Male	Male	female	Female	Male
Male	Male				

Gender

Female	Male	F	female	Male
Feel	Female	Female	Female	Female
Male	Female	Male	Female	Female
Female	Male			

Gender

F
Male
Male
Male

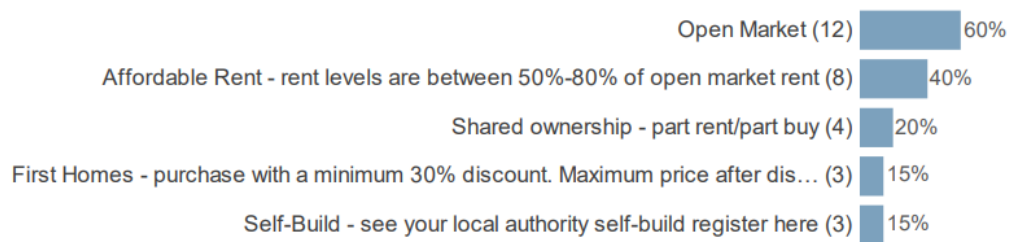
Gender

F
Male
Female

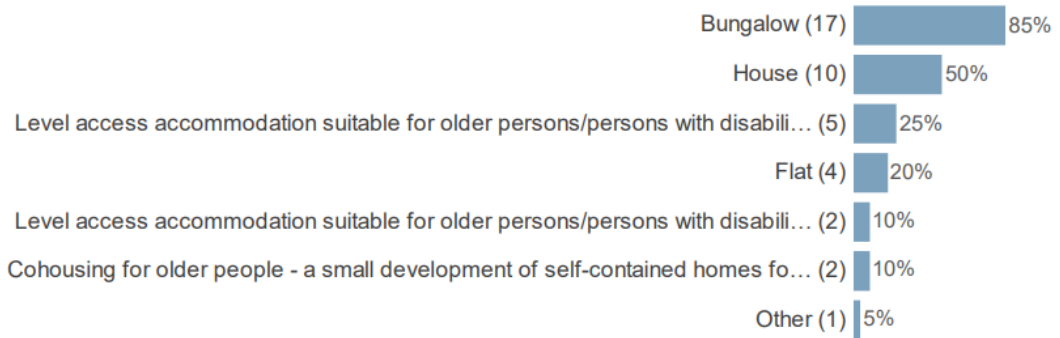
Gender

Male

**Which tenure would best suit your housing need?
Indicate any options that apply**



What type of housing would you prefer?
Indicate any options that apply

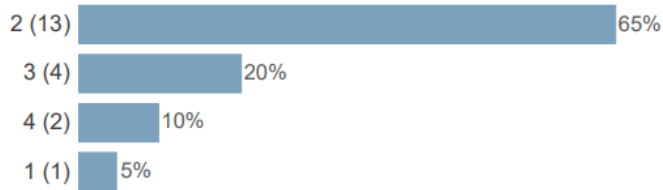


Please specify

Social housing
House and annex for the elderly

How many bedrooms would you need in new accommodation?

Please note - If you need affordable rented housing, your local authority housing register allocation policy will determine how many bedrooms you would be eligible for.



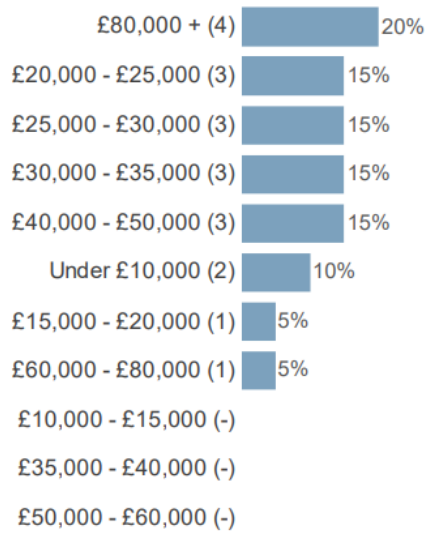
Do you or a member of your household have any particular or specialised housing requirements e.g. due to a disability or special need



If you answered Yes, please state what they are

Asd, mental health and physical disabilities
Not at present but they are old

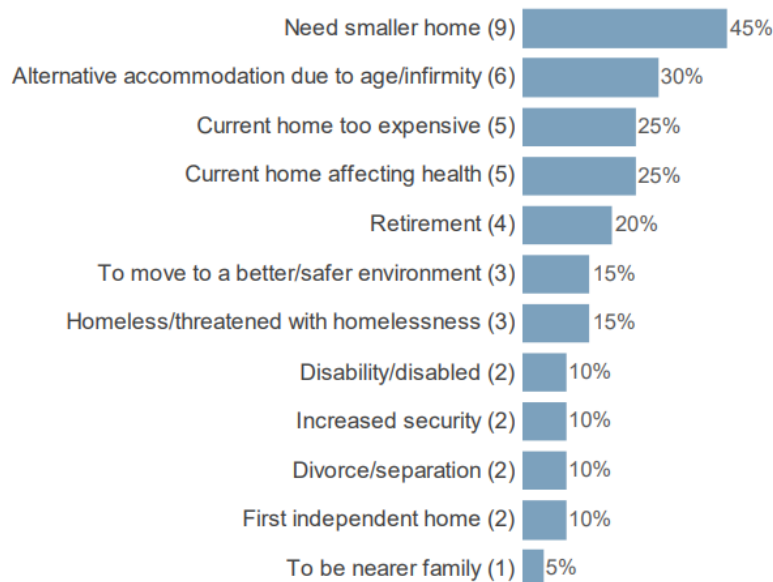
Please state the total gross annual income of the household in housing need (joint if a couple). Do not include housing benefit or council tax benefit.



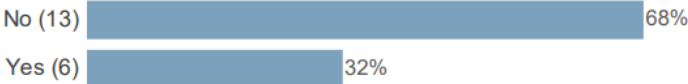
If you are interested in Shared Ownership or First Homes, please tell us how much money you can raise towards a deposit on a new home



Why are you seeking a new home? Tick any that apply



Are you registered on your local authority housing register?





ANNEXE E

Supporting Documents from the SDC Consultation Process

SDC – SEA Screening Assessment January 2026

Neighbourhood Plan SEA Screening Assessment

**Hartley Neighbourhood Plan
January 2026**



Contents

	Page
1 Introduction	83
2 The Hartley Neighbourhood Plan	85
3 Characteristics of Hartley Parish Area	85
4 SEA Screening Assessment	89
5 Conclusion	96

1. Introduction

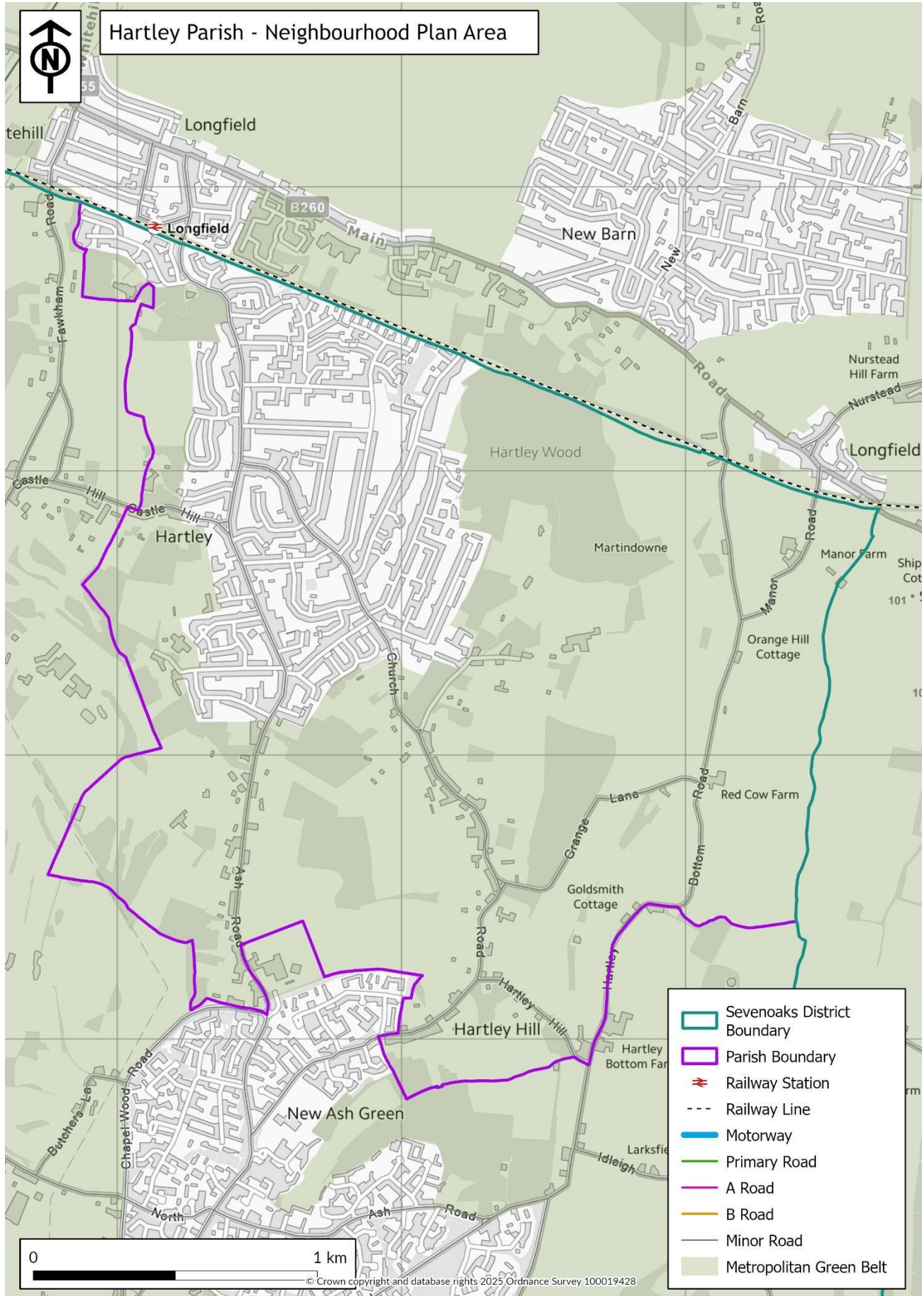
1.1. A Neighbourhood Plan must meet certain Basic Conditions, as set out in legislation. These include Directive 2001/42/EC or SEA Directive that has been transposed into UK law through the Environmental Assessment of Plans and Programmes Regulations (SEA Regulations) and it is these regulations that the Neighbourhood Plan will need to be compatible with.

1.2. A Strategic Environmental Assessment (SEA) is required for all Neighbourhood Plans which may result in likely significant environmental effects. Any Neighbourhood Plan submitted to the Council must be accompanied by either a statement of reasons as to why SEA was not required, or an environmental report as part of the SEA process.

1.3. A Screening Report is necessary to assess whether any Neighbourhood Plan is likely to require an SEA. The SEA Regulations require the 'responsible authority' to 'determine' whether or not a plan is likely to have significant effects, and therefore whether an SEA is needed.

1.4. This report has been prepared by Sevenoaks District Council as the responsible authority.

1.5. This assessment has also been considered by the Environment Agency, Natural England and Historic England, during a targeted 6-week consultation period from 5 December 2025 - 16 January 2026.



2. The Hartley Neighbourhood Plan

2.1. The Hartley Neighbourhood Plan (HNP) has been produced by Hartley Parish Council and the Neighbourhood Plan Steering Committee for the Parish Council Area.

2.2. The Neighbourhood Plan has a clear vision for Hartley Parish up to 2040:

“A Vision For Hartley

The residents of Hartley seek to protect and enhance the biodiversity in and around the village and maintain its rural character, including protection of the MGB, and to preserve the special views from the village across the surrounding valleys. They also seek to protect their LGSs, conservation of Heritage Assets, Community Assets and PROWs. They also seek to support our businesses and local economy in the Village. Where development is permitted, it should be small scale sustainable growth that is in line with the needs and wishes of the local community and must follow the Hartley Parish-Wide Design Guidelines and Codes. Where appropriate, such development should incorporate suitable Affordable Housing primarily for the benefit of local residents. Our Neighbourhood Plan will ensure that our residents are given every opportunity to contribute to the vitality of the community, have the opportunity to work, learn and live in the community, and continue to live healthy, safe and satisfying lives.”

2.3. The Neighbourhood Plan also includes 25 objectives set out under the following themes:

- Natural and Historic Environment
- Housing and the Built Environment
- Community Sustainability and Assets
- Business and Employment

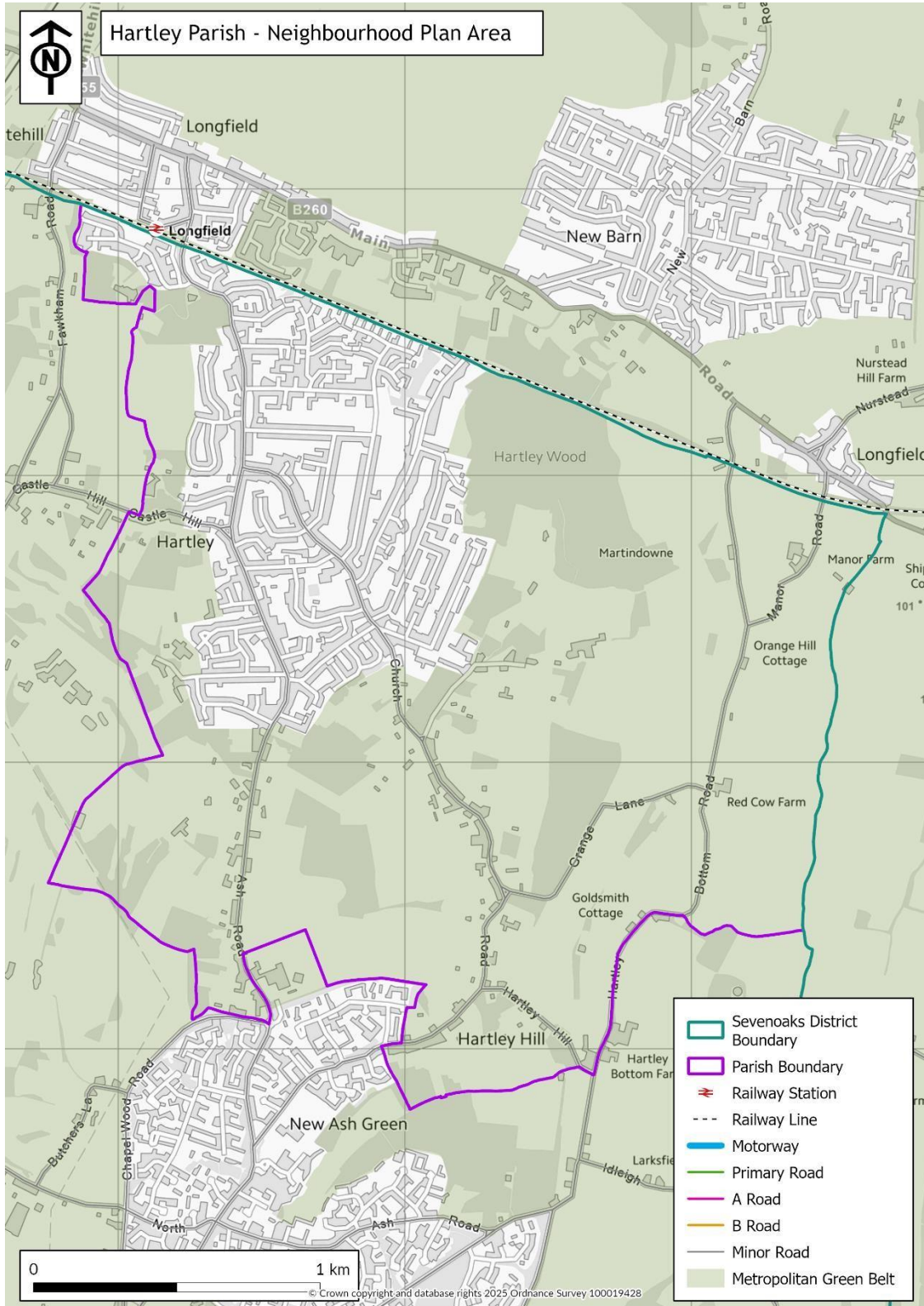
2.4. The Neighbourhood Plan includes policies to promote sustainable development within Hartley Parish, as well as more aspirational non-planning aims. The HNP does not allocate sites for development.

2.5. Specifically in relation to SEA considerations, the HNP is considered to be in general conformity with the Sevenoaks District adopted Core Strategy, Allocations and Development Management Plan (ADMP) and with National Policy.

3. Characteristics of Hartley Parish Area

3.1. The Neighbourhood Area corresponds to the Hartley Parish Council boundary of Hartley parish, as shown in Map 1.

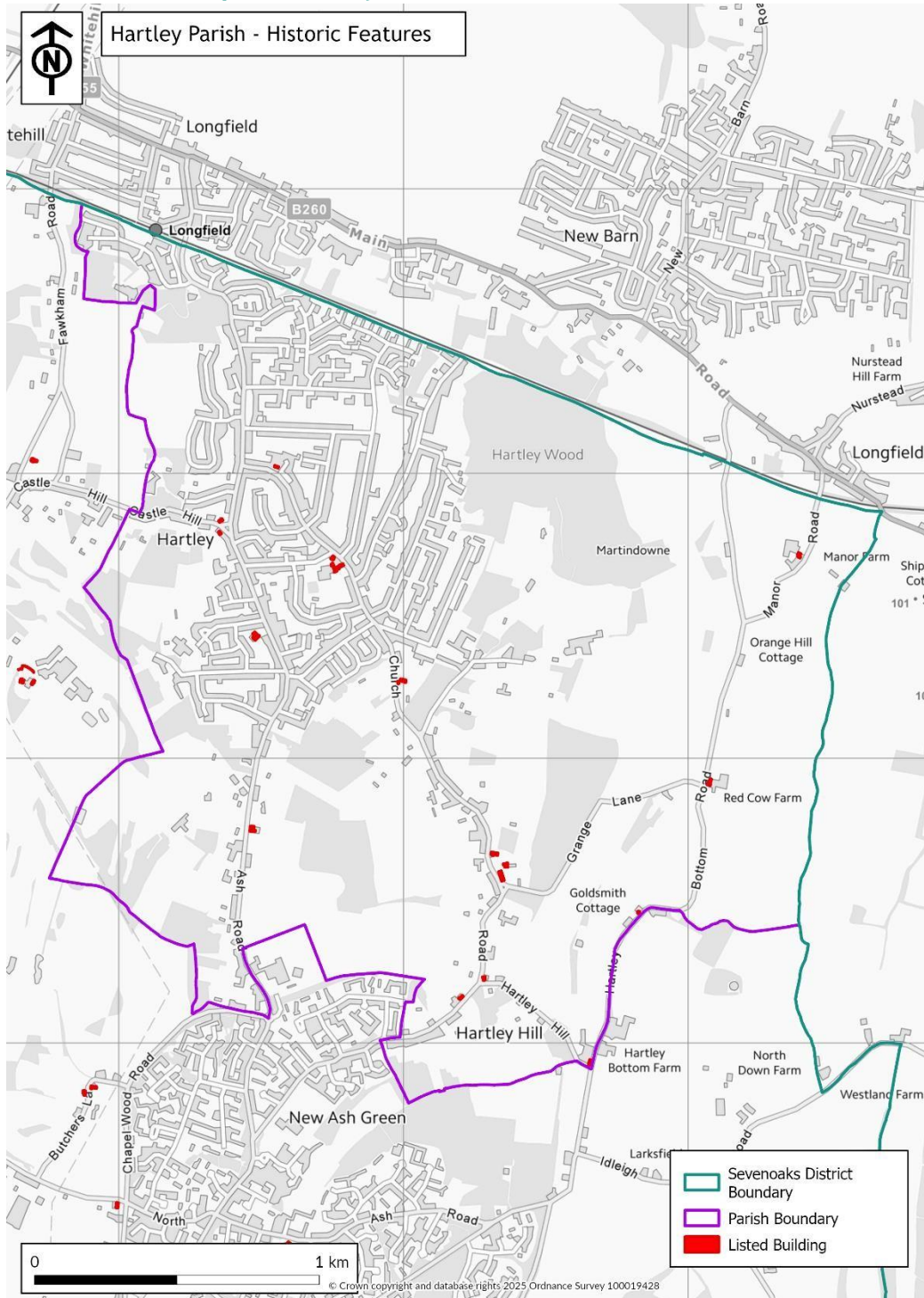
Map 1: Hartley Parish Neighbourhood Area



3.2. Hartley Parish lies within Northwest Kent, within Sevenoaks District, on the edge of London, and includes the Primary Service Settlement of Hartley, as defined in the Settlement Hierarchy 2025. Hartley abuts the District Boundary to the north, where Sevenoaks District meets Dartford Borough, and is adjacent to the town of Longfield which sits just outside the District boundary.

3.3. Hartley is a historic parish, with 18 listed buildings & structures (including the Grade 1 listed All Saints Church).

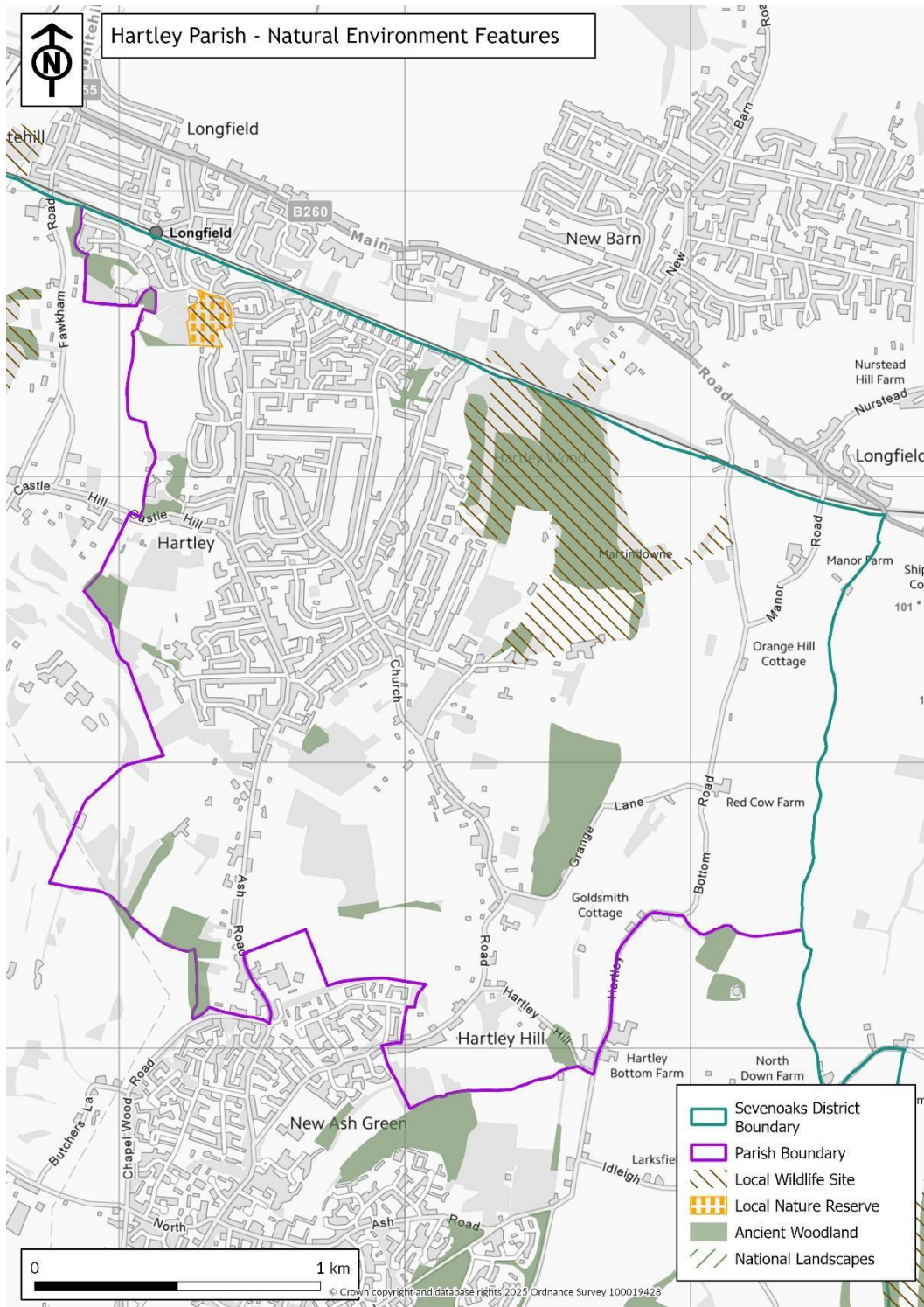
Map 2: Hartley Parish - Historic Features



3.4. Hartley Parish is washed over by the Metropolitan Green Belt, with the exception of the urban confines of Hartley Primary Service Settlement, which has a defined settlement boundary.

3.5. Ancient Woodland covers 8.5% of Hartley Parish and overall the parish is covered by 18.5% woodland. There are also two designated Local Wildlife Sites within the Parish, Rectory Meadow and Hartley Wood.

Map 3: Hartley Parish - Natural Environment Features



4. SEA Screening Assessment

SEA Screening Assessment Part 1: Is SEA Required?

4.1. Table 1 sets out how the guidance provided in Paragraph 2.18 of the Government’s ‘Practical Guide to the Strategic Environmental Assessment Directive’ has been applied. This suggests a flowchart of questions to determine whether SEA is required.

Table 1: Is SEA Required?

Assessment Question	Commentary	Conclusion
1 Is the NP subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority for adoption through a legislative procedure by Parliament or Government? (Art. 2(a))	<p>The preparation of and adoption of the HNP is allowed under The Town and Country Planning Act 1990 as amended by the Localism Act.</p> <p>The HNP has been prepared by Hartley Parish Council (as the ‘relevant body’) and will be ‘made’ by Sevenoaks District Council (as the Local Authority), if successful at referendum.</p> <p>The preparation of Neighbourhood Plans is subject to the following regulations: The Neighbourhood Planning (General) Regulations 2012 and The Neighbourhood Planning (referendums) Regulations 2012.</p>	Yes - go to Q2
2 Is the NP required by legislative, regulatory or administrative provisions? (Art. 2(a))	<p>Whilst the Neighbourhood Plan is not a requirement and is optional under the provisions of The Town and Country Planning Act 1990 as amended by the Localism Act 2011, it will, if ‘made’, form part of the Development Plan for the District.</p> <p>It is therefore important that the screening process considers</p>	Yes - go to Q3

Assessment Question	Commentary	Conclusion
	whether the HNP is likely to have significant environmental effects and hence whether a full SEA is required under the Directive.	
3 Is the NP prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II (see Appendix 2) to the EIA Directive? (Art 3.2(a))	Whilst the HNP covers a range of land use matters, it does not set the framework for future development consent of projects in Annexes I and II of the EIA Directive.	No - go to Q4
4 Will the NP, in view of its likely effect on sites, require an assessment for future development under Article 6 or 7 of the Habitats Directive? (Art. 3.2 (b))	An assessment is not required as there is no SPA, SAC or Ramsar site that will be impacted by the Neighbourhood Plan.	No - go to Q6
5 Does the NP determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Art. 3.3)	N/A	N/A
6 Does the NP set the framework for future development consent of projects (not just projects in annexes to the EIA Directive)? (Art 3.4)	Yes, once made the HNP will form part of the Development Plan for the area and will be used to determine planning applications.	Yes - go to Q8

Assessment Question	Commentary	Conclusion
<p>7 Is the NP’s sole purpose to serve the national defence or civil emergency, OR is it a financial or budget PP, OR is it co-financed by structural funds or EAFF programmes 2000 to 2006/7? (Art 3.8, 3.9)</p>	<p>N/A</p>	<p>N/A</p>

8	<p>Is it likely to have a significant effect on the environment? (Art. 3.5)</p>	<p>Please see Table 2 below. Overall conclusion:</p> <p>The HNP does not propose to allocate specific sites for future development.</p> <p>The HNP promotes policies that seek to shape future development proposals in a way that supports sustainable development and conserves and enhances the parish’s natural environment.</p> <p>Specific policies are included that seek to enhance and protect the environment.</p> <p>Specifically in regard to SEA considerations, the content and broad approach of the Plan is considered to be in general conformity with the Sevenoaks District Core Strategy (2011) and ADMP (2015), which has already had regard to European Directives and National Regulations on Environmental Impact.</p> <p>Overall, the Plan is therefore not considered to have a significant effect on the environment, or on designated sites. Therefore, SEA is not required.</p>	<p>SEA not required.</p>
---	---	--	--------------------------

SEA Screening Assessment Part 2: Effect on the Environment

4.2. Table 2 sets out the assessment undertaken to determine whether the Neighbourhood Plan is likely to have any significant effects on the environment, using criteria set out in Annex II of the SEA Directive and Schedule 1 of the UK Environmental Assessment of Plans and Programmes Regulations 2004.

Table 2: Effect on the Environment

Criteria (from Annex II of SEA Directive and Schedule I of Regulations)	Assessment	Likely Significant Environmental Effect?
The Characteristics of the Hartley Neighbourhood Plan (FNP)		
<p>The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size, and operating conditions or by allocating resources</p>	<p>Once made, the Hartley Neighbourhood Plan will form the framework for decision making for development proposals in the parish area.</p> <p>The Plan does not make any development allocations or site designations.</p> <p>Specifically in relation to SEA considerations, the Plan is in general conformity with the adopted plans for Sevenoaks District and as such, the SA/SEA carried out for the Core Strategy and the ADMP is considered sufficient.</p>	<p>No</p>
<p>The degree to which the plan or programme influences other plans or programmes including those in a hierarchy</p>	<p>The influence of the HNP on other plans and/or programmes is limited.</p> <p>The HNP will sit below the Development Plan for the District in the hierarchy of plans and must be in conformity with adopted documents and national planning policy.</p>	<p>No</p>
Criteria (from Annex II of SEA Directive and Schedule I of Regulations)	Assessment	Likely Significant Environmental Effect?

<p>The relevance of the plan or programme for the integration of environmental considerations, in particular with a view to promoting sustainable development.</p>	<p>The HNP has a focus on sustainable development, which conserves and enhances the natural environment and the policies throughout the Neighbourhood Plan are designed to help achieve this.</p> <p>The plan does not allocate any land for development.</p>	<p>No</p>
<p>Environmental problems relevant to the plan</p>	<p>Any environmental problems relevant to the Plan are localised and small scale and therefore not considered significant in the context of the SEA.</p>	<p>No</p>
<p>The relevance of the plan or programme for the implementation of Community legislation on the environment (e.g. plans and programmes linked to waste management or water protection).</p>	<p>Specifically in relation to SEA considerations, the HNP is in general conformity with the Development Plan for the District and national planning policy. The Core Strategy and ADMP has had regard to National and European legislation on the environment.</p>	<p>No</p>

<p>Criteria (from Annex II of SEA Directive and Schedule I of Regulations)</p>	<p>Assessment</p>	<p>Likely Significant Environmental Effect?</p>
<p>The characteristics of the effects and of the area likely to be affected</p>		
<p>The probability, duration, frequency and reversibility of the effects</p>	<p>An element of environmental change is likely to occur, as the Plan does not seek to prevent change. The impact of this change will depend upon individual proposals and will be assessed at the development management stage.</p> <p>The HNP seeks to promote sustainable development that will conserve and enhance the environment.</p>	<p>No</p>

<p>The cumulative nature of the effects</p>	<p>As above</p>	<p>No</p>
<p>The transboundary nature of the effects</p>	<p>Effects will be localised with limited impact on neighbouring areas, therefore little transboundary effects are expected.</p>	<p>No</p>
<p>The risks to human health or the environment (e.g. due to accidents)</p>	<p>There is limited risk to human health or the environment as a result of the Hartley Neighbourhood Plan. The Plan seeks to promote health and well-being, by protecting and enhancing open spaces, sport and leisure facilities and the network of public rights of way (PROWs) serving the Parish.</p>	<p>No</p>
<p>The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)</p>	<p>The HNP covers only the Hartley Parish area and therefore it is likely that any effects will be primarily limited to the Parish</p>	<p>No</p>
<p>Criteria (from Annex II of SEA Directive and Schedule I of Regulations)</p>	<p>Assessment</p>	<p>Likely Significant Environmental Effect?</p>

<p>The value and vulnerability of the area likely to be affected due to:</p> <ul style="list-style-type: none"> • Special natural characteristics or cultural heritage • Exceeded environmental quality standards or limit values • Intensive Land-use • The effects on areas or landscapes which have a recognised National, Community or International protection status. 	<p>The HNP extent includes some areas that are environmentally or culturally sensitive e.g. Local Wildlife Sites and Ancient Woodland.</p> <p>The HNP recognises and supports these designations and has taken them into account in drafting policies. They are also considered by the Core Strategy and ADMP which, in specific relation to SEA considerations, the HNP is in conformity with.</p> <p>The HNP is unlikely to adversely affect the value or vulnerability of these designated areas.</p>	<p>No</p>
---	--	-----------

5. Conclusion

5.1. The results of the above assessment conclude that the Hartley Neighbourhood Plan is unlikely to have any significant environmental effects and therefore SEA is not required.



ANNEXE F

Supporting Documents from the Regulation 14 Consultation Process

Item 1 – Letter to LGS Owners and Distribution List



HARTLEY PARISH COUNCIL
Clerk to the Council: Mrs H Boden
The Parish Council Office, Hartley Library, Ash Road
Hartley, Longfield, Kent DA3 8EL Tel/Fax: 01474 709441
E Mail: enquiries@hartleyparishcouncil.gov.uk
Website: www.hartleyparishcouncil.gov.uk

Date: 16th February 2026

To:

Dear Sir/Madam,

Draft Neighbourhood Plan for Hartley **Proposed Designation of land as a Local Green Space**

You may be aware that for the last 5 years Hartley Parish Council have been preparing a Neighbourhood Plan for the village of Hartley. As part of the current Draft Plan, we are writing to inform you that land which we believe you own (or part own) identified above (with description and plan as per the attached) has been proposed for designation as a **Local Green Space** and is currently included **in Appendix 1 to the Draft Plan**.

The “Local Green Space” designation is a planning tool that recognises areas of particular importance to the community for various reasons including for their beauty, historic significance, recreational value, tranquillity, or richness of wildlife. If designated, the land would receive protection similar to that of Metropolitan Green Belt, meaning development would only be permitted in exceptional circumstances.

This designation proposal follows community consultation and an assessment process shown in the attached and is in line with National Planning Policy. I would like to reassure you that no changes to your ownership or management of the land are required as the designation relates solely to Planning Policy. Equally such designation does not confer any new or additional public rights of way over the land.

Draft 4/3/26

We would welcome your comments by email or letter on this proposed designation, to the addresses shown above, and if you have any questions or wish to discuss this proposal, please contact me on the **Parish Council email address** above. **We would be grateful for any comments by 31st March 2026.**

If you do not own the land detailed above and shown on the attached plan, please let me know.

Thank you for your attention to this matter and for your continued contribution to our local environment. We hope to launch our formal Regulation 14 Consultation on the Hartley Neighbourhood Plan in April 2026 at which time a full copy of the Plan along with a detailed Questionnaire will be accessible via our dedicated website at www.hartleynp.org.uk or via the QR code below.

Yours faithfully,

Chris Alford (Chairman of the Steering Group)
On behalf of Hartley Parish Council



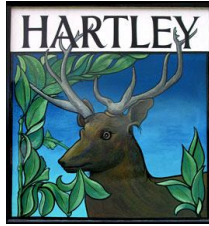
**LOCAL GREEN SPACES
Distribution List**

No.	Site	Address
LGS01	Billings Hill Shaw Open Space	HPC
LGS02	Bramblings (or Bramblefield) Wood	Bramblings Residential Care Home for the Elderly, Bramblefield Close, The Crescent, Longfield, DA3 7RT
LGS03	Chapel Wood	Chapel Wood Equestrian Centre, Ash Road, Hartley, DA3 8HA
LGS04	Foxbrough Wood	1. HF & JH Glover, Hartley Bottom Farm, Hartley Bottom Road, Longfield, DA3 8LJ 2. HPC
LGS05	Gorse Wood	HPC
LGS06	Northfield Open Space	New Ash Green Village Association Ltd, Centre Road, New Ash Green, Longfield, DA3 8HH (and copied to Ash Cum Ridley & Hartley Councils)
LGS07	Old Downs Wood (aka Westlands Wood)	Billings Group, Gay Dawn Offices, Pennis Lane, Longfield, DA3 8LY
LGS08	Rectory Meadow & Associated Woodland	1. HPC 2. Ben & Lauren Truss, Glebe Cottage, Ash Road, Longfield, DA3 7DT 3. The Occupier, Glebe House, Ash Road, Longfield, DA3 7DU
LGS09	Woodland west of Hartley Country Club	Ellis Family, Valley Wood, Castle Hill, Hartley Kent
LGS10	Manor Field Recreation Ground	HPC
LGS11	Longfield Hill Recreation Ground	HPC
LGS12	Leigh Academy Hartley School, Playing Field	Leigh Academies Trust, Carnation Road, Strood, Rochester, ME2 2SX (and copied to KCC as owners of the site)
LGS13	Our Lady of Hartley Catholic Primary School, Playing Field	Kent Catholic Schools' Partnership, Barham Court, Teston, Maidstone, ME18 5BZ
LGS14	Hartley Country Club, Playing Field	Hartley Country Club, Culvey Close, Hartley, DA3 8BS
LGS15	Chantry Avenue Green	HPC
LGS16	Woodland Avenue Recreational Ground	HPC
LGS17	Woodland Avenue Allotments	Sevenoaks District Council, Argyle Road, Sevenoaks, TN13 1HG

Draft 4/3/26

LGS18	Allotments east of Black Lion Public House	New Ash Green Village Association Ltd, Centre Road, New Ash Green, Longfield, DA3 8HH
LGS19	Hartley Green	HPC
LGS20	Burial Grounds, Church of All Saints	<p>1. The Rochester Diocesan Society and Board The Diocesan Office, St Nicholas Church, Boley Hill, Rochester Kent ME1 1SL</p> <p>And The Reverend Joss Walker, at All Saints Church Centre, Ash road, Hartley DA3 8DB.</p> <p>2. HPC</p>
LGS21	Hoselands Green	HPC

Item 2 – Email to Statutory Consultees



HARTLEY PARISH COUNCIL
Clerk to the Council: Mrs H Boden
The Parish Council Office, Hartley Library, Ash Road
Hartley, Longfield, Kent DA3 8EL Tel/Fax: 01474 709441
E Mail: enquiries@hartleyparishcouncil.gov.uk
Website: www.hartleyparishcouncil.gov.uk

Date: 15th April 2026

Name
Sent by E mail to:

Dear Sir/Madam,

Hartley Parish Council Neighbourhood Plan - Regulation 14 Consultation

We are pleased to advise you that the draft Hartley Neighbourhood Plan (the Plan) is undergoing a six week Regulation 14 consultation commencing on 20th April 2026 and closing on 31st May 2026. The Plan can be found online, along with accompanying evidence reports, on our Website www.hartleynp.org.uk or by scanning the QR code below.

If you have any comments or questions, please send them to us at the Parish Office address shown above either by post, or email no later than 31st May 2026.

Yours Faithfully,

Chris Alford
Chairman of Hartley Neighbourhood Plan Steering Group
(On behalf of Hartley Parish Council)



Sevenoaks District Council		planning.policy@sevenoaks.gov.uk ;
Sevenoaks District Council		emma.coffin@sevenoaks.gov.uk ;
Kent County Council		strategicplanning@kent.gov.uk ;
Kent County Council		planning.policy@kent.gov.uk ;
Fawkham Parish Council		fawkhampc@gmail.com ;
Ash-Cum-Ridley Parish Council		enquiries@ashcumridley-pc.gov.uk ;
Longfield Parish Council		clerk@longfieldparishcouncil.gov.uk ;
Dartford Borough Council		planning.admin@dartford.gov.uk ;
The Coal Authority		planningconsultation@coal.gov.uk ;
Homes England		enquiries@homesengland.gov.uk ;
Natural England		consultations@naturalengland.org.uk ;
The Environment Agency		enquiries@environment-agency.gov.uk ;
The Environment Agency		KSLplanning@environment-agency.gov.uk ;
Historic England		e-seast@historicengland.org.uk ;
Network Rail		townplanningsouthern@networkrail.co.uk ;
Highways Agency		planningse@highways.gov.uk ;
Marine Maritime organisation		planning@marinemaritimemanagement.org.uk ;
Mayor of London		
Integrated Care Board (NHS Kent & Medway)		alison.burchell2@nhs.net ;
Integrated Care Board (NHS Kent & Medway)		Funmilola.owolabi@nhs.net ;
Civil Aviation Authority		ats.enquiries@caa.co.uk ;

Civil Aviation Authority	enquiries@caa.co.uk ;
Hartley Parish Council	enquiries@hartleyparishcouncil.gov.uk ;
Kent County Council	maxine.fothergill@kent.gov.uk ;
Sevenoaks District Council	cllr.abraham@sevenoaks.gov.uk ;
Sevenoaks District Council	cllr.penny.cole@sevenoaks.gov.uk ;
Sevenoaks District Council	cllr.perry.cole@sevenoaks.gov.uk ;
Fawkham Parish Council	laura.c.evans@hotmail.co.uk ;
CPRE Kent	ncbritten@outlook.com ;
CPRE Kent	julie.davies@cprekent.org.uk ;
Kent Wildlife Trust	nicky.britton-williams@kentwildlife.org.uk ;
Woodland Trust	enquiries@woodlandtrust.org.uk ;
South East Water	wre@southeastwater.co.uk ;
Thames Water	thameswaterplanningpolicy@thameswater.co.uk ;
Sport England	planningforsport@sportengland.org ;
Transport for London	spatialplanning@tfl.gov.uk
National Grid	nged.energyplanning@nationalgrid.co.uk ;
Fawkham & District Historical Society	gacramp038@btinternet.com ;

Item 3 – Letter to Businesses in Hartley and Distribution List



HARTLEY PARISH COUNCIL
Clerk to the Council: Mrs H Boden
The Parish Council Office, Hartley Library, Ash Road
Hartley, Longfield, Kent DA3 8EL Tel/Fax: 01474 709441
E Mail: enquiries@hartleyparishcouncil.gov.uk
Website: www.hartleyparishcouncil.gov.uk

Date: 15th April 2026

To:

Dear Sir/Madam,

Hartley Parish Council Neighbourhood Plan - Regulation 14 Consultation

We are sending you this letter as you operate a business in the Parish of Hartley. You may be aware that for the last 5 years Hartley Parish Council have been preparing a Neighbourhood Plan for the Parish of Hartley. We are now pleased to advise you that the draft Plan is undergoing a six week Regulation 14 Consultation commencing on 20th April and continuing until 31 May 2026.

The draft Plan can be found online, along with accompanying evidence reports, on our Website www.hartleynp.org.uk or by scanning the QR code below.

Please send us any comments or questions you may have by post to the Parish office, or by email to the address shown above no later than 31st May 2026.

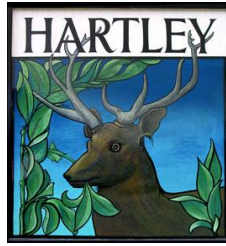
Yours Faithfully

Chris Alford
Chairman of Hartley Neighbourhood Plan Steering Group
(On behalf of Hartley Parish Council)



TYPE	NAME	ADDRESS
<i>Retail</i>	Blue Ocean Financial Planning	9 Cherry Trees
<i>Retail</i>	Black Lion Public House	Ash Rd Hartley
<i>Retail</i>	Bottle & Basket	2 Church Rd
<i>Light Commercial</i>	The Cattery at Rose Cottage	Castle Hill
<i>Retail</i>	Clifton Estate Agents	1 Church Rd
<i>Retail</i>	Co Op	11-13 Cherry Trees
<i>Retail</i>	Cost Cutter	1 The Parade Ash Rd
<i>Retail</i>	Golden Dragon Chinese	Black Lion Ash Rd
<i>Retail</i>	Graham Simpkin Planning	2 The Parade Ash Rd
<i>Leisure</i>	Hartley Country Club	Culvey Close
<i>Retail</i>	Hartley Dental Practice	Well Field
<i>Retail</i>	Hartley DIY & Hardware	1 Cherry Trees
<i>Light Commercial</i>	Hartley Garage	Ash Rd
<i>Retail</i>	Hartley Post Office	Ash Rd
<i>Leisure</i>	Hartley Social Club	Ash Rd
<i>Retail</i>	Image Hair Studios	7 Cherry Trees
<i>Retail</i>	Perfect 10 Nail Studios	5 Cherry Trees
<i>Light Commercial</i>	Westwood Car & Commercial Ltd	Ash Rd
<i>Care Home</i>	Old Downs Nursing Home	Castle Hill
<i>Care Home</i>	Fairby Grange	Ash Rd
<i>Care Home</i>	Bramblings Nursing Home	Bramblefield Close
<i>Care Home</i>	Russell Court Nursing Home	Ash Rd DA3
<i>Education</i>	Our Lady of Hartley Catholic Primary School	Stack Lane
<i>Education</i>	Leigh Academy Hartley	Round Ash Way
<i>Church</i>	All Saints Church Hartley	Church Rd
<i>Church</i>	St Francis De Sale Catholic Church	Church Rd Hartley

Item 4 – Letter to Landowners in Hartley and Distribution List



HARTLEY PARISH COUNCIL
Clerk to the Council: Mrs H Boden
The Parish Council Office, Hartley Library, Ash Road
Hartley, Longfield, Kent DA3 8EL Tel/Fax: 01474 709441
E Mail: enquiries@hartleyparishcouncil.gov.uk
Website: www.hartleyparishcouncil.gov.uk

Date: 15th April 2026

Glovers Farm,
Hartley Bottom Rd
Hartley DA3

Dear Sir/Madam,

Hartley Parish Council Neighbourhood Plan - Regulation 14 Consultation

We are sending you this letter as we believe you operate a business and are a landowner in the Parish of Hartley. You may be aware that for the last 5 years Hartley Parish Council have been preparing a Neighbourhood Plan for the Parish of Hartley. We are now pleased to advise you that the draft Plan is undergoing a six week Regulation 14 Consultation commencing on 20th April and continuing until 31st May 2026.

The draft Plan can be found online, along with accompanying evidence reports, on our Website www.hartleynp.org.uk or by scanning the QR code below.

Please send us any comments or questions you may have by post to the Parish office, or by email to the address shown above no later than 31st May 2026.

Yours Faithfully

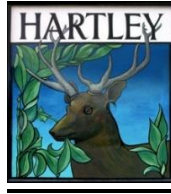
Chris Alford
Chairman of Hartley Neighbourhood Plan Steering Group
(On behalf of Hartley Parish Council)



Draft 4/3/26

<i>Farm</i>	Glovers	Hartley Bottom
<i>Farm</i>	Billings	Gay Dawn Pennis Lane
<i>Farm</i>	Red Cow Farm	Hartley Bottom Rd
<i>Farm</i>	Ingomar Hartley Manor Farm	Hartley

Item 5 – Leaflet to all Residents in Hartley



HARTLEY PARISH COUNCIL
Clerk to the Council: Mrs H Boden
The Parish Council Office, Hartley Library, Ash Road
Hartley, Longfield, Kent DA3 8EL Tel/Fax: 01474 709441
E Mail: enquiries@hartleyparishcouncil.gov.uk
Website: www.hartleyparishcouncil.gov.uk

HARTLEY NEIGHBOURHOOD PLAN 2026



**THIS IS YOUR OPPORTUNITY
TO COMMENT ON THE DRAFT
NEIGHBOURHOOD PLAN WE HAVE
PRODUCED FOR THE PARISH OF HARTLEY**

To view the Plan, visit our Website at www.hartleynp.org.uk (or access it via the QR Code)



To complete our Online Questionnaire please access it via the following Link or use the QR Code:

<https://www.surveymonkey.com/r/HartleyNP>



Alternatively, from 20th April, there will be a display in the Library on Ash Road where you can inspect a copy of the Plan and collect a paper copy of the Questionnaire to complete and return to the Parish Office (within the Library) before 31st May 2026.

If you are not able to read the Plan document in full, the Vision Statement and Policies of the Plan are summarised within the Questionnaire and will also be displayed at the Library in Ash Road during the period of the Consultation

Closing date for questionnaires is 31st May 2026.

In addition, you are welcome to come to our Walk In sessions to ask any questions which will be held at the Church Centre,
Ash Road on:

Thursday 7th May between 5pm and 9pm
Saturday 9th May between 10am and 2pm

What have we been doing?

Hartley Parish Council has been working in partnership with residents and the community to develop a draft Neighbourhood Plan, which aims to set out a Vision for our village over the next 15 years. The draft Neighbourhood Plan includes Policies on the environment, protecting special views, local green spaces, public rights of way, heritage, and community assets. It also includes Policies on housing needs and design, and supporting local businesses, together with all the evidence documents.

What are we doing now?

We are now undertaking a 6 week Pre-Submission Consultation on the draft Neighbourhood Plan which will commence on **20th April** and continue until **31st May 2026**. We welcome your views and feedback on the Vision Statement and Policies in the draft Plan.

The Hartley Neighbourhood Plan cannot alter the Sevenoaks District Council's Local Plan which is currently under review. However, if agreed by the community, our Neighbourhood Plan will become a legal part of the Sevenoaks District Council's Local Plan, once it is adopted, and it will be able to help control how future development is designed for Hartley and safeguard the character of our area.

What happens after this consultation?

This Consultation provides the opportunity for you to comment on the Vision Statement and Policies in the Hartley Draft Neighbourhood Plan before it is submitted to Sevenoaks District Council later this year and taken to the next stage. We will consider all comments and if appropriate we will make changes to the Plan following this Consultation. The Plan will then be submitted to Sevenoaks District Council for any final changes, after which it will be sent to an Independent Examiner for Examination. Finally, there will be a Public Referendum for the whole village to vote on whether or not to accept the Plan. We are hoping this Referendum will take place during 2027.

If you require any more information or assistance, please call 01474 709441 or email enquiries@hartleyparishcouncil.gov.uk.

We now want to hear what you think about our proposals. All residents are encouraged to complete a questionnaire.

Closing date for questionnaires is 31st May 2026.