

## **Statement of Representations Procedure and Availability of Documents**

The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) - Regulation 19

### **Title of Document**

Pre-submission Spelthorne Local Plan 2022-37

### **Subject matter and area covered**

Spelthorne Borough Council has prepared the Pre-submission Spelthorne Local Plan 2022-2037 for submission to the Planning Inspectorate for examination on behalf of the Secretary of State. The Local Plan sets out the broad spatial planning and policy framework for Spelthorne borough up to 2037. The Local Plan includes our vision and ambitions for the future of Spelthorne borough with strategic objectives, policies and site allocations to meet the growth targets. It identifies the level of development over the plan period together with the locations where development should go.

### **Period of publication for representations**

Representations are invited on the Spelthorne borough proposed submission Local Plan for a period of eleven weeks, from 9am on Wednesday 15 June to 11.59pm Monday 5 September 2022. This statement provides details on how to make comments.

### **Where to view the documents (statement of fact)**

Between 9am on Wednesday 15 June and 11.59pm Monday 5 September 2022 copies of Pre-submission Spelthorne Local Plan 2022-2037 and its accompanying documents, including the representation form, will be

- available to view on the Council's website at [www.spelthorne.gov.uk/localplan](http://www.spelthorne.gov.uk/localplan)
- available for inspection at Spelthorne Borough Council offices, Knowle Green, Staines, TW18 1XB during normal office hours (excluding Bank Holidays).
- available for inspection, during normal opening hours (excluding Bank Holidays) at Ashford Library, Shepperton Library, Staines Library, Stanwell Library and Sunbury Library.

In addition, the Council has organised four drop-in events where members of the Strategic Planning Team will be available to clarify issues regarding the consultation process and copies of documents will be available to view:

- Staines market, outside Elmsleigh Centre, Staines-Upon-Thames, Saturday 18 June 10am – 2pm
- Staines-upon-Thames Day, Memorial Gardens, Thames Street, Staines-Upon-Thames - Sunday 26 June, 11am -4pm
- Elmsleigh Centre, Staines-Upon-Thames - Friday 1 July and Saturday 2 July, 10am – 4 pm

### **Representations**

Representations should be made on the representation form. The use of the standard representation form is strongly recommended as this will ensure that comments are related to matters relevant to the subsequent examination by a Planning Inspector. If you are objecting to the proposed submission Local Plan and wish to speak at the examination, it is imperative that you make this clear on your representation form.

The representation form can be completed on-line at <https://spelthorne.inconsult.uk> or downloaded from the Council's website [www.spelthorne.gov.uk/localplan](http://www.spelthorne.gov.uk/localplan). Representation forms are available from the Council offices reception and from borough libraries. A paper copy can also be provided by phoning 01784 444 205 or by emailing [localplan@spelthorne.gov.uk](mailto:localplan@spelthorne.gov.uk)

Completed forms can be submitted on-line, returned by email to [localplan@spelthorne.gov.uk](mailto:localplan@spelthorne.gov.uk) or posted to: Strategic Planning Team, Council Offices, Knowle Green, Staines-upon-Thames, TW18 1XB

Where requested, all named representatives will be notified of future stages.

**Please note that copies of all comments received will be available for the public to view and cannot be treated as confidential.**

All comments received will be submitted to the Secretary of State for Communities and Local Government and considered as part of a public examination by an independent Planning Inspector. Data will be processed and held in accordance with the Data Protection Act 1998. Notification request Using the representation form you can request to be notified at an address or email address of any of the following:

- The submission of the Pre-submission Spelthorne Local Plan to the Secretary of State for Communities and Local Government for independent examination
- Publication of the Planning Inspector's Report on the Pre-submission Spelthorne Local Plan
- Adoption of the Pre-submission Spelthorne Local Plan

For further information, please contact the Planning Policy Team on 01784 444 205 or [localplan@spelthorne.gov.uk](mailto:localplan@spelthorne.gov.uk). The relevant regulations are the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).