

## **South Norfolk Village Clusters Housing Allocations Plan (Main Modifications Consultation)**

### **Main Modifications Consultation Comments Form Guidance Note**

In accordance with the Planning and Compulsory Purchase Act 2004 (as amended) and the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) comments are being invited on the proposed Main Modifications for the South Norfolk Village Clusters Housing Allocations Plan.

**The consultation will commence at 9am on 14<sup>th</sup> September, and conclude at 5pm on 26<sup>th</sup> October 2026.**

All comments must be received in writing or electronically by this deadline. Only comments received within the consultation period will be considered by the Inspector following the conclusion of the consultation.

The Schedule of Main Modifications, all supporting documents, and further information can be found at [www.southnorfolkandbroadland.gov.uk/vchap](http://www.southnorfolkandbroadland.gov.uk/vchap).

**This guidance note is intended to assist you in completing the Comments Form. Please read the note thoroughly before completing the form.**

#### **Data Protection & Privacy**

Please view the Council's [Privacy Statement](#) before submitting a representation, for details of how the Council will process, use and share the information you provide, for the purposes of developing the Village Clusters Housing Allocations Plan.

Any comments(s) made will subsequently be copied to the Inspector. Comment details will also be made available online via South Norfolk Council's website, as set out in the Privacy Statement. Personal contact details for members of the public (other than names) will be redacted, as described within the Statement.

To ensure an effective and fair examination, it is important that the Inspector is able to know who has made comments on the Main Modifications. Therefore, any comments submitted will be treated as public and South Norfolk Council will not be able to accept anonymous representations.

The Planning Inspectorate has also published a [Privacy Statement](#) on how they manage personal information.

## **1. Introduction**

- 1.1 The South Norfolk Village Clusters Housing Allocations Plan (VCHAP) was submitted on 4th August 2025 to the Secretary of State for Housing, Communities and Local Government for independent examination by a Planning Inspector. Public hearings were held in January 2026 and the Inspector has been considering the issues raised during these sessions.
- 1.2 The Inspector has proposed a series of Main Modifications that he believes are necessary in order for the VCHAP to be sound. The Inspector is inviting comments on these Main Modifications.
- 1.2 To ensure an effective and fair examination, it is important that the Inspector is able to know who has made comments on the Main Modifications. South Norfolk Council will therefore ensure that the names of those making representations can be made available (including publication on the Council's website) and taken into account by the Inspector.

## **2. Legal Compliance and Duty to Co-operate**

- 2.1 You should consider the following before making a representation on legal compliance:
  - The Village Cluster Housing Allocation Plan has been included in the South Norfolk current Local Development Scheme [LDS]. The LDS is effectively a programme of work prepared by the LPA, setting out the plans it proposes to produce and the key stages that should be followed. South Norfolk Council's LDS is available on the Council's website: [www.southnorfolkandbroadland.gov.uk/future-development](http://www.southnorfolkandbroadland.gov.uk/future-development) and available at its main offices. You may wish to consider whether you think the Addendum has been produced in accordance with the Council's LDS.
  - The process of community involvement for Village Cluster Housing Allocation Plan should be in general accordance with the LPA's Statement of Community Involvement [SCI]. The SCI sets out the LPA's strategy for involving the community in the preparation and revision of plans and the consideration of planning applications. South Norfolk Council's SCI can be found here: [www.southnorfolkandbroadland.gov.uk/future-development](http://www.southnorfolkandbroadland.gov.uk/future-development). You may wish to consider whether you think the Addendum has been produced in accordance with the Council's SCI.
  - South Norfolk Council is required to provide a Sustainability Appraisal [SA] report when it publishes a plan such as the Village Cluster Housing Allocations Plan. This should identify the process by which SA has been carried out, and the baseline information used to inform the process and the outcomes of that process. SA is a tool for assessing the extent to which the plan, when judged against reasonable alternatives, will help to achieve relevant environmental, economic and social objectives. The SA prepared by South Norfolk Council to accompany the Main

Modifications has been published as part of supporting documents alongside the Consultation.

- The Village Cluster Housing Allocations Plan should also comply with all other relevant requirements of the PCPA and the Town and Country Planning (Local Planning) (England) Regulations 2012, as amended [the Regulations].

2.2 You should consider the following before making a comment on compliance with the duty to co-operate:

- Section 33A of the PCPA requires South Norfolk Council to engage constructively, actively and on an ongoing basis with neighbouring authorities and certain other bodies over strategic matters during the preparation of the plan. South Norfolk Council is expected to provide evidence of how it has complied with the duty. Non-compliance with the duty to co-operate cannot be rectified after the submission of the plan. Therefore, the Inspector has no power to recommend modifications in this regard. Where the duty has not been complied with, the Inspector cannot recommend adoption of the plan.
- As part of the public hearings held in January 2026, the Inspector found that South Norfolk Council had met the requirements of the duty to co-operate.

### 3. Soundness

3.1 Comments on the Main Modifications should be made regarding legal compliance and soundness issues only. This is not an opportunity to raise again matters relating to other parts of the submitted VCHAP that have already been considered by the Inspector during the Examination or to submit further evidence. The Inspector will only consider comments which relate specifically to the proposed Main Modification and the other consultation documents.

3.2 The tests of soundness are set out in paragraph 35 of the National Planning Policy Framework (NPPF) (December 2023). Plans are sound if they are:

- **Positively prepared** – providing a strategy which, as a minimum seeks to meet the area’s objectively assessed needs, and is informed by agreements with other authorities, so that unmet need from neighbouring authorities is accommodated where it is practical to do so and is consistent with achieving sustainable development;
- **Justified** – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
- **Effective** - deliverable over the plan period and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
- **Consistent with national policy** – enabling the delivery of sustainable development in accordance with the policies in this Framework and other statements of national planning policy, where relevant.

## General advice

- 4.1 It should be noted that the VCHAP is still under examination. The Main Modifications are proposed without prejudice to the Inspectors final conclusions on the VCHAP which will take into account the comments submitted in response to this consultation. Subsequently, the Inspector will produce a final report with his recommendations for the VCHAP, which marks the end of the Examination.
- 4.2 A series of Additional Modifications have also been prepared alongside other documents that have been produced for information only. Additional Modifications are factual and grammatical alterations that ensure consistency and accuracy in the plan. These are outside the scope of the Main Modifications consultation and do not form part of the Examination, therefore comments are not invited on these.
- 4.3 Where groups or individuals share a common view on the plan, it would be very helpful if they would make a single comment which represents that view, rather a large number of separate representations repeating the same points. In such cases the group should indicate how many people it is representing and how the representation has been authorised.