

Statement of Representations Procedure and Availability of Documents

Public Consultation on Tunbridge Wells Borough Council's Local Plan Main Modifications

Under Section 20(7c) of the Planning and Compulsory Purchase Act 2004 and Part 6 (Section 20) of the Town and Country Planning (Local Planning) (England) Regulations 2012

Tunbridge Wells Borough Council submitted its emerging Local Plan for Examination in November 2021, since when an independent Planning Inspector has been examining the Plan on behalf of the Secretary of State.

Stage 1 and 2 Hearing Sessions took place in 2022, and Stage 3 Hearing Sessions were held in June and July 2024, followed by a Public Consultation in September – October on a suite of new evidence base documents. A final Hearing Session was held in November 2024.

The Council is now consulting on proposed 'Main Modifications' to the Local Plan, these being needed to make the Plan 'Sound' and allowing Tunbridge Wells Borough Council to proceed to adopt the new Local Plan in due course. The proposed 'Main Modifications' are accompanied by a Sustainability Appraisal, Habitats Regulation Assessment and other supporting consultation documents.

The consultation period runs from **Monday 17th March until midnight on Wednesday 30th April 2025**, during which time representations may be made. Representations must be made in writing and received within the consultation period.

Consultation Documents:

The consultation invites comments on the following documents:

Consultation Documents

- [Schedule of proposed 'Main Modifications'](#)
- [Schedule of proposed Map Changes \(relating to changes to the Policies Map/Inset Maps\)](#)
- [Sustainability Appraisal \(Part 2\)](#)
- [Habitat Regulations Assessment \(HRA\) \(Part 2\)](#)

There are also supporting documents, which are available for background information only, and are not for comment:

Supporting Documents

- [Pre-Submission Local Plan](#)
- [Updated Trajectory \(following publication of December 2024 National Planning Policy Framework \(NPPF\)\)](#)
- [Updated Infrastructure Delivery Plan \(IDP\)](#)
- [Schedule of proposed 'Additional Modifications'](#)
- Local Plan Policies Map (viewable in the [Consultation's webpage](#))
- Local Plan Inset Maps (viewable in the [Consultation's webpage](#))

How to view the documents:

During the consultation period all consultation documents including the Council's Making Representations Guidance Note will be available to view on [the consultation portal](#) and on the [Council's Local Plan webpages](#).

The consultation documents (paper copies) are available for public inspection during the consultation period at:

- **The Amelia Scott, Mount Pleasant Road, Royal Tunbridge Wells, TN1 1AW**, which is open from 9am-6pm (Monday to Wednesday and on Friday), 9am-8pm on Thursday, 9am-5pm on Saturday and 10am-4pm on a Sunday (Telephone 01892 526121).
- **All Parish and Town Council Offices** (please find locations and contacts [here](#)).
- **All libraries** across Tunbridge Wells borough - please find locations and opening times [here](#)).

For those unable to view documents online or unable to visit parish offices/libraries, paper copies can be provided upon request.

Period for representations:

The consultation period for receipt of representations on the consultation will be **from Monday 17th March to until midnight on Wednesday 30th April 2025**

Duly made representations must be received by the Borough Council within this period. No representations will be accepted outside of this period.

Making representations:

Representations can be made during the consultation period set out above directly online via the [consultation portal](#).

Representations at this stage, should only relate to matters of compliance with legal and procedural requirements and the soundness of the Local Plan related to the Main

Modifications, as these are the matters that are being consulted on. Please refer to the [‘Making Representations’ Guidance Note](#) for further information on legal compliance/soundness. Assistance can be provided by contacting the planning policy team on 01892 554056.

Alternatively, representations may be made by email to localplan@tunbridgewells.gov.uk using the downloadable response form on the Local Plan web page, or in writing using a paper response form. Paper copies of the response form can be printed using the downloadable form on the Local Plan web page. A paper response form can be requested by phoning 01892 554056. Completed paper response forms should be returned to Local Plan, Planning Policy, Tunbridge Wells Borough Council, Town Hall, Civic Way, Royal Tunbridge Wells, Kent TN1 1RS.

All duly made representations received before midnight on 30th April 2025 will be submitted to the Planning Inspector examining the Local Plan, alongside the consultation documents. The representations will be considered as part of the remaining stages of the Local Plan examination.

Receiving notification of the progress of the Local Plan:

By making representation in response to the Main Modifications consultation you will be notified about any future updates relating to the Local Plan.

All documentation relating to this consultation will be published.

Further information and assistance:

For further information, or if you need any assistance, please email localplan@tunbridgewells.gov.uk or phone 01892 554056.

Data protection and privacy:

The information collected via the response form will be used by Tunbridge Wells Borough Council to inform the remaining stages of the Local Plan examination.

Please note, at the end of the consultation period, your responses will be published by the Borough Council, including on our website. We will publish your name and associated responses but will not publish other personal information such as telephone numbers, e-mail addresses or private addresses.

The information you provide (including telephone numbers, e-mail addresses, etc.) will also be shared with the Programme Officer employed to administer the examination on behalf of the appointed Planning Inspector, to be used only for the purposes of conducting the examination. The names and potentially addresses of those making representations will be shared with the Planning Inspector. Further details about how the Planning Inspectorate processes your information are available on the [Planning Inspectorate website](#).

If you choose not to provide data for this purpose, or ask us to erase your data, you will be

unable to participate in the Local Plan process.

You have the right to access your personal data and to ensure the Council is processing it in the correct way. For further information about how we and the Planning Inspectorate use your personal information, please visit the [Council's website](#).