

MEDSTEAD & FOUR MARKS NEIGHBOURHOOD PLAN 2025 – 2043



M&FMNP Site Allocation Process

April 2026

M&FMNP Site Allocation Process

Contents

1.	Introduction	1
2.	Identification of available sites	2
3.	Consultant's advice	2
4.	Consultation	2
4.1	Public Consultation	2
4.2	Landowner Engagement	2
4.3	Engagement with the Local Planning Authority – EHDC	2
5.	Due Diligence.	3
6.	Site Allocations	3
7.	Site Allocation Policies	5
7.1	Land Use	5
7.2	Design	5
7.3	Quantum of Development on site	6
7.4	Phasing of Development	6
7.5	Housing Numbers	7
8.	Testing of NP site allocation policies	8
9.	Delivery and monitor progress of site allocation policies	8

Appendices

Appendix 1	Selecting sites for development	9
Appendix 2	Checklist	10

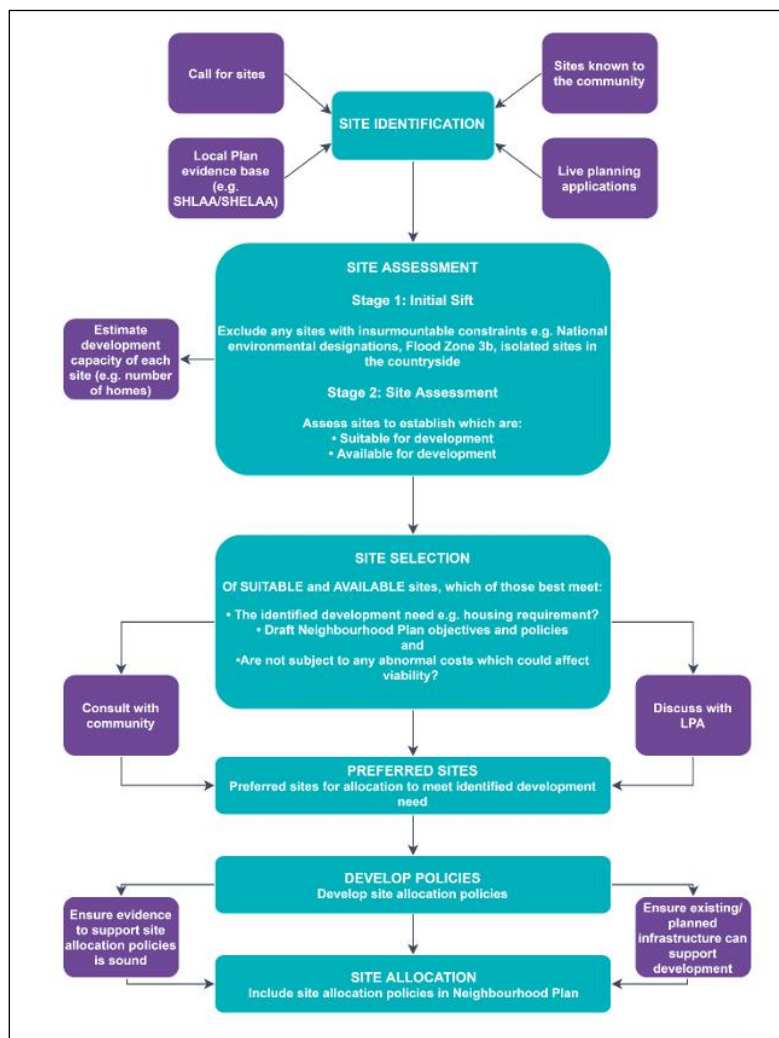
The Medstead & Four Marks Neighbourhood Plan Site Allocation Process

1. Introduction

In 2024, after considering the changes to the National Planning Policy Framework, the Medstead and Four Marks Neighbourhood Plan Steering Group (NPSG) concluded that for its Neighbourhood Plan (NP), its effect would be strengthened if the revised plan made 'housing allocations'. With advice from Locality, the Neighbourhood Plan support charity, the NPSG used its Neighbourhood Planning support document *'How to assess and allocate sites for development – A toolkit for Neighbourhood Planners'*¹.

The selections process employed by the NPSG to identify housing sites that could be used to allocate housing under the current revision of the Neighbourhood Plan is set out below.

The Locality Process



¹ Locality: How to assess and allocate sites for development – A toolkit for Neighbourhood Planners
<https://neighbourhoodplanning.org/toolkits-and-guidance/assess-allocate-sites-development/>

2. Identification of available sites.

The EHDC Land Availability Assessment (LAA) document, 2024, will be used to identify plots that have been put forward by landowners/promoters. To ensure opportunity is given to other landowners/ promoters to offer land a Call for Sites will be made.

The EHDC Draft Local Plan 2021 to 2040, Reg 18 Consultation will also be used.

3. Consultant's advice.

A Site Opportunities Assessment of the sites within the Neighbourhood Plan Area will be commissioned. Each site will be reviewed against the national standard process using the *Locality Site Assessment Template guidance notes*², and its *Site Assessment Template*³.

The Assessment of each site employs a 'traffic light' system to assess each site ,

4. Engagement

4.1 Public Consultation

Before selecting sites for consideration for allocation, a public consultation will be held to determine villagers' thoughts on the locations of houses in the NPA.

4.2 Landowner Engagement

Following the receipt of the SOA report, for reasons of demonstrating transparency to residents, a Planning Consultant will engage with Landowners on the NPSG's behalf to identify and assist in resolving any issue that may have arisen that be able to better promote a site's suitability for inclusion in the emerging Site Allocation list.

4.3 Engagement with the Local Planning Authority – EHDC

The LPA has a statutory duty to support and constructively engage the NP process. The NPSG will engage with the EHDC to assist in identifying the most appropriate site options to allocate in the NP to meet the identified development need. This will identify the site allocation policies that are presented in the Draft NP.

5. Due Diligence

During the NPSG process to allocate sites, in December 2025 the MHCLG published its consultation on a proposed revision to the NPPF. Within the document it points those making local Plans, including Neighbourhood Plans, to *Create or update a local plan using the new system*⁴ (Appendix 1), which contained a process for *Selecting sites for development*. The NPSG

² Locality: Site Assessment Template guidance notes

[Appendix-A-Site-assessment-blank-template-including-Una-tweak-FINAL-110220.docx](#)

³ Locality: Site Assessment Template

<https://neighbourhoodplanning.org/toolkits-and-guidance/assess-allocate-sites-development/>

⁴ MHCLG -Create or update a local plan using the new system

<https://www.gov.uk/government/collections/create-or-update-a-local-plan-using-the-new-system>

used the AECOM SOA as compliance to its *Stage 2* process, and its stage 3 to determine, including its *Connectivity Tools lite* as filters to create a short list of sites.

A part of its due diligence, enquiries will be made regarding its developing list of possible site allocations to ensure that the optimum of the sites available sites is allocated. To do this it will

- consult the EA to review of possible sites, particularly as they overlay a principle aquifer.
- consider commissioning a Transport Consultancy to review the effects on sustainability and the local road network,
- notify the utility companies serving the NPA of the sites to gather their views on the proposed allocations and timescales.
- consider commissioning geological surveys of the proposed sites to confirm over the ground conditions

The information gathered will be added to the database being used to determine the final list of allocated sites.

6. Site Allocations

The list of site allocations will be developed from the 'Site Opportunities Assessment' Report's 'Amber' and 'Green' assessments, primarily using the information received on each site provided by the EA, and CPRE Hampshire.

Any relevant evidence previously collected during the process, in particular during the assessment of the sites will be used to assist in the determination of suitable sites:

- the type and category of the site, determined in stage 2
- the EHDC Settlement hierarchy, as determined in its *Draft Local Plan, 2021 to 2040, Reg 18 Consultation, 2024*, and function (linking to related evidence and the plan vision and spatial strategy)
- the proximity to existing adjacent settlements, excluding hamlets
- the availability of existing and future connectivity by private, public and active transport
- the accessibility to services and facilities
- the efficient use of land
- opportunities for alternative or competing land uses such as employment, minerals extraction or safeguarded land
- the timescales for delivery to ensure new development can be provided throughout the plan period – for housing sites consider the deliverability and developability of sites
- the ability to deliver strategic development, either alone or combined with other sites (linking to the plan vision and spatial strategy)
- any relevant environmental considerations or objectives of the plan
- opportunities for economic sustainability considerations such as jobs and skills, regeneration and social inclusion

- any local considerations, such as constraints relating to neighbouring or nearby uses or existing or emerging policy designations
- other new or emerging local plan evidence, particularly from EHDC' emerging Local Plan process

Greater weight will be placed by the NPSG on the sustainability of local transport links, including opportunities of walking and cycling, with particular regard to walking distances as required by the *Model National Design Code Part 2 Guidance Notes*⁵, *Check List Movement: M.1 Connected Places – 'The provision of public transport and the distance of all dwellings from a stop'*; and the connectivity both between developments and the Medstead and Four Marks Green infrastructure network, *Policy 9. M&FMNP 2015 to 2028*⁶, with the public footpath and, bridleway network and roads with footways.

The responses from local residents will also be taken into account.

The NPSG has noted the national declining birth rate together with the demography of the NPA as determined by the NPSG commissioned *Housing Needs Assessment* that determined the majority of villagers were of mature years, and considered that the access to convenience stores and bus stops was important.

It also noted the *Hampshire County Council Education Authority's Transport Policy*⁷ that *For children of compulsory school age, transport is provided if their nearest suitable or catchment school, measured from the child's home to the nearest available entrance to the school grounds', is:*

- *Beyond two miles (if below the age of eight); or*
- *Beyond three miles (if aged between eight and 16)*

7. Site Allocation Policies

- 7.1 The SOA (stage 2) will determine those sites to be included. Those sites with identified to be Green or Amber in the AECOM report. The Red sites will be rejected.
- 7.2 The EHDC Settlement hierarchy, as determined in its *Draft Local Plan, 2021 to 2040, Reg 18 Consultation, 2024*, will be used to distinguish between the Four Marks/ 'South Medstead' SPB and Medstead Village.

⁵ **Model National Design Code Part 2 Guidance Notes**
https://assets.publishing.service.gov.uk/media/611105f98fa8f506c58e786f/National_Model_Design_Code_-_Part_2_Guidance_Notes_web.pdf

⁶ **EHDC Portal Medstead& Four Marks Neighbourhood Plan**
<https://www.easthants.gov.uk/media/4538/download?inline>

⁷ **Hampshire County Council School Transport Policy**
<https://documents.hants.gov.uk/transport-home-to-school/schooltransportpolicy2025.pdf>

- 7.3 The proximity of each site to existing adjacent settlements, will be noted, particularly Alton, Basingstoke, Petersfield and Winchester
- 7.4 An assessment of each site will be made to determine the availability of existing and future connectivity by private, public and active transport.
- 7.5 An assessment will be made to determine the accessibility of each site to local services and facilities.
- 7.6 Each site will be reviewed against a metric of the number of houses per Hectare, to ensure comparability of one site against another. It should be detailed enough to ensure the development that comes forward is in line with community aspirations but not so onerous that delivery of the site becomes unviable for a development. The 'weighted' scores from the process identified in *Section 5 Due Diligence* will be used to identify the better sites in Four Marks/'South Medstead' and Medstead Village that will provide the numbers required to fulfil the EHDC derived Housing need for the parishes, taking into account the legacy permissions and any permission granted to 28th February 2026.
- 7.7 Each site will be reviewed against the need for other uses or opportunities for alternative or competing land uses such as employment, minerals extraction or safeguarded land for biodiversity, SINCs and the Local Gaps.
- 7.8 Each site will be reviewed regarding any opportunity to join with other adjacent sites to produce a larger site, with the combined ability to offer greater infrastructure to the villages,
- 7.9 The timescales for delivery for each site will be reviewed to ensure new development can be provided throughout the plan period – for housing sites consider the deliverability and developability of sites the ability to deliver strategic development, either alone or combined with other sites (linking to the plan vision and spatial strategy, including the provision of utilities).
- 7.10 Each site will be assessed under any relevant environmental considerations or objectives of the Local Plan or the Neighbourhood Plan
- 7.11 Each site will be opportunities for economic sustainability considerations such as jobs and skills, regeneration and social inclusion.
- 7.12 Any local considerations, such as constraints relating to neighbouring or nearby uses or existing or emerging policy designations will be considered for each site.
- 7.13 Each site will be considered against any new or emerging Local Plan evidence, particularly from EHDC's emerging Local Plan process.
- 7.14 Should additional information be required determine suitable sites, additional weighted factors will be taken into consideration:
- Transport: walking and cycling access to destinations, in line with Hampshire County Council: Local Transport Plan 4⁸, measured by Isochrones (Weight: 0 or 5):
 - bus stops (Weight: 0 or 5)
 - A31 – Winchester Road (Weight: 0 or 5)

⁸ Hampshire County Council: Local Transport Plan 4
<https://documents.hants.gov.uk/transport/hampshire-local-transport-plan-4-2024.pdf>

- safe cycle route (Weight: 0 or 5)
- 10 minutes from a local Centre Convenience store. (Weight: 0 or 10)
- Any determined competing Land Use (Weight: 0 or 10)
 - Business
 - Recreational
 - Biodiversity
 - SINC
- Site estimated to be built out in plan period (Weight: 0 or 10) .
- Any outstanding landscape issues as determined by CPRE Hampshire(Weight: 0 or 10) .
- Development could be carried out with minimum damage to the ecology /biodiversity of the site (Weight: 0 or 10) .
- A hard paved road surface within 50 m of a site (Weight: 0 or 10) .
- Main sewer connection available (Weight: 0 or 10).
- To ensure that any site with Planning permission is removed from the process, it will be scored at 0.

Using the above criteria a short list of sites will be generated. The site allocation(s) will be shown on an Ordnance Survey (OS) map to define the site boundary, to ensure it will be reflected as part of the EHDC Local Plan when the NP is 'made'.

8. Testing of NP site allocation policies

Once the NPSG has selected its preferred sites, they will be tested using the following criteria to prove that the most appropriate sites have been chosen (see checklist in Appendix 1), that this decision can be justified, and that the selected sites can meet the identified development need, e.g. a housing requirement:

- How can the NPSG demonstrate the site(s) are suitable?
- How can the NPSG demonstrate site(s) are available?
- How can the NPSG demonstrate site(s) are achievable (i.e. economically viable)?
- Is it clear how the site(s) have been selected as the best option over alternatives?
- Are the proposals aligned with the adopted LP, and do they have regard to the DLP documents, including the local plan evidence base?

Using the above, sites complying with the above will be identified. Those that score the highest in the selection process and provide the required necessary quantum of the identified housing need, will be selected to be an M&FMNP Allocated Site.

9. Delivery and monitor progress of site allocation policies

Once the M&FMNP is 'made' it becomes a statutory document and part of the Local Plan and is used to determine planning applications. The policies of the NP are implemented by EHDC or

the subsequent LPA but the NPSG can play a positive role in supporting and monitoring the NDP and the allocated sites.

The NPSG will play an active role in monitoring the allocations, including monitoring the planning applications in the NPA and making representations on planning applications to explain how the proposed development aligns or conflicts with the neighbourhood plan policies. It will also monitor legislation and where there are implications for the made NP, these should be noted so that modifications to the plan can take these into account. The phasing of sites should be used to monitor the delivery of the site allocations. In the event of shortfalls or an excess of land supply over time, the plan will be amended.

Appendix 1

Selecting sites for development⁹

The Government advice was taken to identify the steps to be used to identify a draft list of sites.

Understand the process of identifying, assessing and selecting sites for allocation in a local plan.

- [Introduction to identifying, assessing and selecting sites](#)
- [Stage 1: Identifying sites](#)
- [Stage 2: Assessing sites](#)
- [Stage 3: Determining your draft allocations](#)
- [Stage 4: Confirming your draft allocations and recording your decisions](#)

⁹ MHCLG - Create or update a local plan using the new system
<https://www.gov.uk/government/collections/create-or-update-a-local-plan-using-the-new-system>

Appendix 2

Site Allocation Check List

Question	Yes/No
Have a reasonable number of people been involved in site assessments and have they declared any relevant interests from the outset? Have the same people been involved in assessing all sites?	
Have sites within the local planning authority Strategic Housing and Economic Land Availability Assessment (SHELAA) been included in the assessment? Have current planning applications been included? Has the location of local plan allocations and sites with planning permission been identified?	
Have the preferred sites been assessed to ensure they are suitable, available and achievable i.e. viable?	
If adding your own local criteria to the site assessment, are they fair? Avoid criteria that will only discriminate against one site. Has the same criteria and rating method been used for each site?	
Have you clearly 'told the story' in terms of why sites have been rejected, shortlisted or become preferred sites?	
Have you clearly documented every assessment meeting and, in particular, short-listing meeting(s) and preferred sites meeting(s)? Identify how this was done from minutes etc.	
Have you integrated a Strategic Environmental Assessment (SEA) into your site selection process, if required?	
Is the proposed amount of development, e.g. number of new homes, appropriate for the site? Density of development should be consistent with the adopted or emerging local plan policies.	
Has the site selection process and its conclusions been properly communicated to local people, site owners, promoters and other stakeholders?	
Have the reasons for the preferred sites been properly and effectively explained? This may be presented on the website, at exhibitions and through newsletters.	