



Basingstoke and Deane Borough Council

Representation form for the Overton Neighbourhood Plan 2025-2040

Overton Parish Council has submitted their Neighbourhood Plan to the Local Planning Authority (Basingstoke and Deane Borough Council) who are now consulting on the plan. The plan sets out a vision for the future of the parish and planning policies which will be used to determine planning applications locally. The consultation runs from **Thursday 4 September until 5pm on Thursday 16 October 2025**.

Representations should be submitted by no later than **5pm on Thursday 16 October 2025** online at <https://consult.basingstoke.gov.uk/consultation/Overton-neighbourhood-plan-review-submission-regulation-16>. Representations can also be made by returning this form or writing to Basingstoke and Deane Borough Council.

by post to: Planning Policy Team, Civic Offices, London Road, Basingstoke RG21 4AH

by email to: local.plan@basingstoke.gov.uk

This form has two parts:

Part A – personal details

Part B – your representation(s) – please identify which part of the document your comment relates to by completing the appropriate box. Additionally, please complete a separate form for each representation.

PART A

Personal details (If an agent is appointed, please complete only the

Title, Name and Organisation boxes below but complete the full contact details of the agent in 2)

Title	
First name	
Last name	
Job title (where relevant)	
Organisation (where relevant)	
Address	
Postcode	
Telephone number	
Email address	

Agent's details (if applicable)

Title	
First name	
Last name	
Job title (where relevant)	
Organisation (where relevant)	
Who are you representing?	
Address	
Postcode	
Telephone number	

Are you responding as:

An individual	☐	A town or parish council	☐
A district/borough council	☐	A borough councillor/MP	☐
On behalf of an organisation	☐	On behalf of a community group	☐
A landowner/developer/agent/architect	☐	Other	☐

PART B

PLEASE USE A SEPARATE SHEET FOR EACH REPRESENTATION

1. Which part of the Overton Neighbourhood Plan does your representation relate to?

a. Paragraph		b. Policy		c. Other	
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2. Do you support or oppose that part of the Overton Neighbourhood Plan?

Support	☐	Oppose	☐
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Please provide comments on the part of the neighbourhood plan that you refer to in Q1.

Please remember that the examiner will test whether the neighbourhood plan meets the basic conditions and other relevant legal requirements. Your representation(s) should therefore aim to address whether or not the neighbourhood plan meets the basic conditions.

Please state any improvements or modifications that you feel should be made to the neighbourhood plan.

Continue on a separate sheet if necessary

The majority of neighbourhood plan examinations are expected to be through written representations. However, should the examiner decide there is a need for a public hearing, please state below whether you would like to participate.

3. If a public hearing is necessary would you like to participate?

a. No, I do not wish to participate at the examination public hearing ☐

b. Yes, I wish to participate at the examination public hearing ☐

4. If a public hearing is required please outline why you consider that your participation is necessary. Please note the examiner will determine the most appropriate procedure.

Continue on a separate sheet if necessary

Data Protection Statement

In complying with the General Data Protection Regulation (GDPR), Basingstoke and Deane Borough Council confirms that it will process personal data gathered from this form only for the purposes relating to the consultation. It is intended to publish responses to the Overton Neighbourhood Plan consultation on the council's website. This will include publication of names of respondents and company names (where appropriate). Please ensure you do not include any personal information in Part B of the document. Copies of all consultation responses, including redacted versions of Part A, will be available to view at the council offices, and photocopies can be made of these representations on request.

By submitting representations, your details will be added to the Basingstoke and Deane Planning Policy Consultation database, and you may be contacted at future stages of the Overton neighbourhood plan process. All personal data will be processed in accordance with the Data Protection Act 2018 and the General Data Protection Regulation ('GDPR').

Personal information will also be shared with the appointed examiner, who may wish to contact you to discuss your comments and concerns, prior to the examination of the neighbourhood plan.

Please indicate below if you wish to be kept informed of the progress of the Overton Neighbourhood Plan and if you are happy for us to contact you.

- a. If you wish to be notified of the Examiner's Report please tick box ☐
- b. If you wish to be notified of the 'Made' Neighbourhood Plan please tick box ☐

Basingstoke and Deane Borough Council is the data controller for the personal information you provide on this form. You can contact the council by phone on 01256 844844, via email to customer.service@basingstoke.gov.uk or by writing to us at Civic Offices, London Road, Basingstoke RG21 4AH. The council's Data Protection Officer can be contacted at dpo@basingstoke.gov.uk

We will process personal data provided on this form only for the purposes relating to this consultation. A summary of consultation responses may be reported to the relevant council Committee and published on the council's website.

As a public authority the council is subject to the provisions of the Freedom of Information Act (FOIA) and Environmental Information Regulations (EIR). This means we may be required to disclose information provided as part of this consultation if it is requested. Personal data will not be disclosed under FOIA or EIR.

- we will share your information with the appointed examiner for the purpose of examining the neighbourhood plan.
- we will not disclose any information to other organisations unless we are required by law to do so
- your personal details will only be held as long as is needed for this consultation and in accordance with our retention policy

For further details on how your information is used; how we maintain the security of your information and your rights, including how to access information we hold on you and how to complain if you have any concerns about how your personal details are processed, please visit www.basingstoke.gov.uk or email dpo@basingstoke.gov.uk