# Description of the Local Place Plan process

1. The nature of the Steering Group, working on behalf of KCC

The Community Council and Community Trust set up a project steering group consisting of representatives of all the community anchor bodies\* with an interest in the local area and headed by an independent chair.

\*Kilmaronock Community Council, Kilmaronock Community Trust, Kilmaronock Milllennium Hall Association, Kilmaronock Old Kirk Trust, School & Parents Association, Farmers, Young Farmers & the local Heritage Society. Some steering group members represented multiple bodies.

There was a lack of success in engaging secondary school pupils or under 25’s

1. The consultation process

Prior to the start of the LPP project the village bodies were in regular dialogue with their members and the wider community and, over the years, logged various issues raised to them. The existing Community Action Plan had some unresolved actions which needed to be retested again. The Steering Group pulled these together to form the basis of the first round of consultations via a community wide survey. As a dispersed rural community we did not have the capacity to go door to door in person, so a postal questionnaire was devised backed up by an online equivalent.

KCT successfully applied for a grant from Loch Lomond and Trossachs National Park Authority to cover the consultation expenses, printing, postage and meetings.

Questionnaires were sent to each household identified on a list provided by West Dunbartonshire Council (approx. 350 were sent[[1]](#footnote-1)). An online version was posted on the village website <https://gartocharn.org/klpp> for use by residents & non-residents.

The data from the returned forms were entered into the online version for consistency, easier analysis and record keeping. Approximately 75 questionnaires were completed which represented about 25% of households.

The analysis of responses formed the basis for a public consultation event which was held in the Millennium Hall, Gartocharn on March 28th. The hall was set up in a market stall style with a station for each of the emerging themes and some general ones for historical context and additional opportunities for public feedback and volunteering. Approximately 35 people attended throughout the day, quite a few of whom had not returned the questionnaires or were new to the area. Some neighbouring CC residents also attended to compare notes with their own consultation process. The feedback during this event was much more conversational and ideas and suggestions were captured.

The feedback from each station was then compiled with the original survey and summarised. These summaries were then cross checked for accuracy and evidential support before being further summarised and collated into the preliminary text for a draft Local Place Plan.

Gaps in the consultation were identified such as a lack of responses from businesses and from the <25 age group. A separate questionnaire was sent to known local businesses and about 50% responded to some degree or other. Engagement with youth proved very difficult and will become an aspiration in itself for the new plan.

A second grant was obtained from LLTNPA for the production of the final deliverable plan in accordance with legislative guidance on content and submission.

A professional consultancy, Community Enterprise, was hired to turn the preliminary report of findings into the Final deliverable product. During that process, further work was undertaken to engage with school children.

The consultation draft was published on the village website, village FB page and the community council website on September 25th. A special meeting was arranged on October 9th by the community council to present and discuss the findings.

The first version of the deliverable Plan was approved by the SG committee and the content of the illustrative maps agreed on November 3rd. The maps were produced and inserted into the Plan which was produced in its final format on December 22nd.

The final draft was then sent on December 24th to our neighbouring CC’s, council elected members and other consultees as required by statute[[2]](#footnote-2). The deadline for response was 26th January 2024.

There were no responses recorded however the steering committee recommended some final corrections.

This completed the consultation process and the LPP was submitted to the LLTNPA pending application of the final corrections but with no further change of content.

1. Validation of final draft with the National Park

The LPP was submitted with the required documentation to LLTNPA on 27th March 2024.

1. Submission of a copy to WDC

The LPP was submitted to the planning department and communities team at West Dunbartonshire Council once validate by LLTNPA.

1. 350 in total but some were known to be holiday homes so ~300 households contacted [↑](#footnote-ref-1)
2. <https://www.legislation.gov.uk/ssi/2021/353/regulation/4/made> [↑](#footnote-ref-2)