

Neighbourhood Area Guidance Notes

This guidance relates to the application form NP1 – Neighbourhood Area application.

The 'neighbourhood area' is the area to which a proposed Neighbourhood Development Plan or Neighbourhood Development Order will relate. The expectation is that, in most cases, those neighbourhood areas will follow parish boundaries. If the proposed neighbourhood area covers more than one parish, then agreement must be sought from each of the affected parish/town councils. This will also have implications for the representation on the steering group (as each parish should be represented), it will also have significance on the scale of community involvement and size of the referendum.

1. Intention of Neighbourhood Area

Please could you indicate which of the measures you wish to prepare. Only one Neighbourhood Development Plan can be produced per neighbourhood area.

2. Name of Neighbourhood Area

Please enter the name by which you would wish the neighbourhood area to be known. In many cases this will reflect the name of the parish it covers.

3. Extent of the Area

The expectation is that, in most cases, those neighbourhood areas will follow parish boundaries. Arun District Council will provide the map showing the area.

4. Additional joint parish details

If the proposed neighbourhood area covers more than one parish, then this must be a joint application with agreement from each of the affected parish councils. Please give the details of the parish clerks for each parish.

5. Statement of intent

A statement should be made to explain why this area is considered appropriate to be designated a neighbourhood area.

6. Relevant body

Section 5 of the Regulations and section 61G of the 1990 Act states that only the relevant body can undertake neighbourhood planning within the area. In the case of Arun District, this will be the relevant parish or town council. Please can you confirm that you are the parish council for the area you are applying for. If it is a joint parish application please ensure you add the details of all the relevant parish/town councils.

7. Parish clerk details

Please give the details of the parish clerk of the relevant body (the parish/town council) to undertake neighbourhood planning.

8. Declaration

Name and date of parish/town council(s) submitting the application.

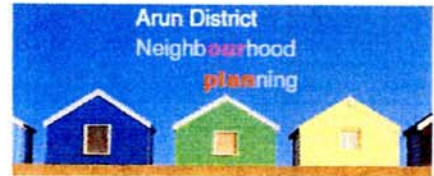
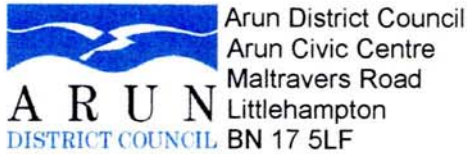
Determination of applications

In determining applications, Arun District Council will have regards to;

- the application being valid and made by a relevant body
- the desirability of designating the whole of the parish as a neighbourhood area
- ensuring the application would not result in any overlapping neighbourhood area
- representations made during the 6 week consultation period

Arun District Council may modify the application with the parish's consent if it is considered the neighbourhood area is not appropriate. Arun District Council will notify the parish and publish decisions on the website and within the neighbourhood area.

Reasons will be given if the application is not successful within the decision document.



Application to designate a Neighbourhood Area Neighbourhood Planning (General) Regulations 2012 No. 637 Part 2 – Neighbourhood Areas – Application for designation of a Neighbourhood Area – reg. 5

Publication of applications on the Arun District Council website

Please note that the information provided on this application form will be published on the Arun District Council website and where the parish also falls within the South Downs National Park, it will be published on SDNP website simultaneously for a period of 6 weeks (minimum).

Please complete all the sections which apply to you.

1. Intention of Neighbourhood Area:

Please indicate which one of the following you intend to undertake within your Neighbourhood Area.

Neighbourhood Development Plan:

Neighbourhood Development Order:

Community Right to Build Order:

2. Name of Neighbourhood Area:

Please give a name which your Neighbourhood Area will be formally known as.

Aldingbourne Parish Neighbourhood Area

3. Extent of the area:

Please indicate below and attach a map identifying the extent of the area to which the area application relates (Arun District Council will prepare this map at your request).

Whole parish boundary area:

Joint with neighbouring parish:

(Please complete details in section 4 below if applying as joint parishes)

Does the South Downs National Park Boundary lie within the proposed Neighbourhood Area?

Yes:

If yes, please note that the application will be copied to the Park Authority as well as being published on both ADC and SDNP websites.

No:

4. Additional joint parish details:

If you are applying with an adjoining parish or parishes please give the clerk's details for each parish.

Not applicable

5. Statement of intent:

Please explain below why this area is considered appropriate to be designated as a neighbourhood area.

The area is considered appropriate as a neighbourhood area as it includes all land within Aldingbourne Parish. It is important that the policies and objective of the Neighbourhood Plan cover the parish as a whole. We do not see any potential conflict with SDNP which lies partly within the Parish boundary.

6. Relevant body:

Please confirm that you are the relevant body to undertake neighbourhood planning in your area in accordance with section 61G of the 1990 Act and section 5C of the 2012 Regulations

Yes:
No:

Name of Parish Council(s):

7. Parish Clerk details:

Name:

Parish Council Office Address:

Email:

8. Declaration:

I/we hereby apply to designate a neighbourhood area as described on this form and the accompanying map.

In the case of joint parish applications, name from each parish is required.

Names

Date (dd/mm/yy)

Names

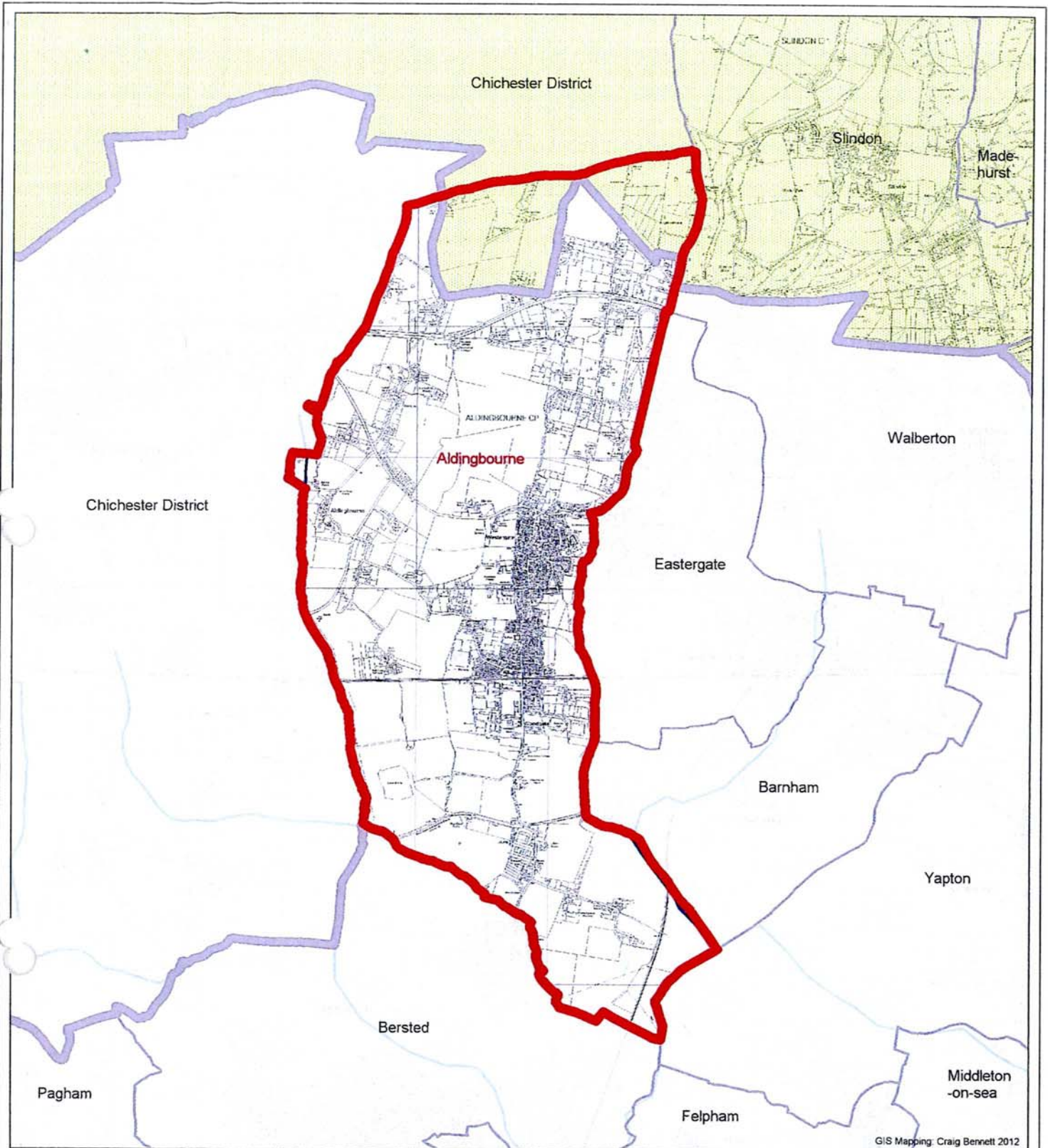
Date (dd/mm/yy)

9. The completed form and map should be emailed to:

Mrs Donna Moles – Arun District Council Neighbourhood Development Plan Officer
donna.moles@arun.gov.uk

AND

Mr Simon Meecham - Arun District Council Head of Planning Policy and Conservation
simon.meecham@arun.gov.uk










GIS Mapping: Craig Bennett 2012

Aldingbourne Parish

Neighbourhood Area

Scale: 1:40,000 @ A4 Hectares of Parish: 1,252.8

Key:

	Arun District Planning Authority Area		Surrounding Parishes (within the Arun District Planning Authority Area)
	South Downs National Park (SDNP) Planning Authority Area		Surrounding Parishes (within the SDNP Planning Authority Area)
	Neighbourhood Area (within the Arun District Planning Authority Area)		Water Courses
	Neighbourhood Area (falling within the SDNP Planning Authority Area)		



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