

# Neighbourhood Planning

## Application to designate a Neighbourhood Area



### Town and Country Planning Act 1990 Neighbourhood Planning (General) Regulations 2012

Within South Cambridgeshire District only parish councils and Neighbourhood Forums (\*see guidance note) can apply for Neighbourhood Area designation. These will be the 'relevant body' in this District – a term used in the regulations for Neighbourhood Planning. By completing this form you confirm that you represent the parish council and give us permission to publish the form on the Local Authority's website. If you need help to complete this form please contact Sustainable Communities on 03450 450 500.

**Please complete this form using information we can publish on our website if necessary**

1	Name of parish (or lead parish where there is more than one)	Gamlingay
2	Address	C/O Parish Council Office The Eco Hub Stocks Lane Gamlingay SG19 3JR
3	Contact name & position	Kirstin Rayner, Parish Clerk
4	Telephone number	01767 650310
5	E-mail	clerk@gamlingay-pc.gov.uk
6	Additional parish contact details If applicable, please list all parishes involved in this application and provide contact details for the clerks of each	Gamlingay Parish only
7	Name of Neighbourhood Area In many cases this will reflect the name of the parish/es it covers	Gamlingay Parish
8	Consultation Please provide information about how you have determined the area you are applying to designate and who you have consulted – e.g. residents, landowners, businesses	Letters to all neighbouring parishes, doctors surgery, first school, Gamlingay Village College, all businesses, shops, Cambridgeshire County Council, South Cambs District Council, Cambridge Water, IDB, Anglian Water, British Telecom, Energy companies, Bus Service companies, DRT service, Bus Explorer service, The Environment Agency, Balfour Beatty, Bedfordshire Pilgrims Housing Association, Cambridge Housing Society, local tenant farmers, GCC Ltd, All village Groups, The Parochial Church Council, Forward Gamlingay!, Gamlingay Environmental Action Group (GEAG), Gamlingay Residents Association, Gamlingay Community Turbine Ltd, Bakers, Hairdressers, the Post Office, The Co-Op, Camerons News Agents, Lane and Chandler Estate Agents, The Cock, The Wheatsheaf, Pinewood Structures Ltd,

KMG, Wale Group, Wrights Engineering, U Systems, Gilks fencing, Halls Transport, Finnigans Garage, Worboys Garage, The Jannah, Friends of St Marys, The Baptists, Gamlingay Allotment Gardeners Association, GamArch Archaeology Group, The WI, Rainbow and Sunshine Preschools, The Ladybirds group, The Greensand Ridge Landscape Partnership, The Wildlife Trust, The RSPB, The Gamlingay Players, Gamlingay Football Club, Gamlingay Bowls Club, Gamlingay Tennis Club, GVC Leisure Ltd (Fitness Workshop), The Walkers group, The Ramblers, Hi Sell Direct, Chelford Fabrics, The Montesorri Preschool, The Homeschoolers group, The Youth Club, The Youth Café, The Almshouse Trustees, District and County Councillors, Merton College, The Wale Group, Kier Living, Kingspan (Potton) Ltd, residents through The Gamlingay Gazette, Biggleswade Chronicle, the parish website and Facebook.

9 **Proposed Neighbourhood Area**  
Please state why this area should be designated. This is especially important if it is not the full extent of the parish or includes part of another parish. Please also provide an Ordnance Survey Map showing clearly the boundary of the proposed Neighbourhood Area.

If you need help to prepare a map please contact Sustainable Communities on 03450 450 500

Boundary of Gamlingay Parish

The Parish Council wish to designate the entire parish as our Neighbourhood Planning Area. We have consulted with all surrounding Parish Councils in August this year and have received no negative comments in relation to this proposal to date. There are no specific reasons why the Parish can not be designated in its entirety, as it has specific local characteristics of a rural hinterland, outlying hamlets and the village centre.

The parish boundary is deemed the most sensible option for this particular locality

10 **Declaration**  
  
I/we hereby apply to designate a Neighbourhood Area as described on this form and accompanying map  
  
Please ensure all parishes involved have signed this application form. Continue on another sheet if necessary

Name: Kirstin Rayner

Signature:



Parish (lead parish where there is more than one):  
Gamlingay

Date (12/08/14):

Name: SARAH GROOM J.M. H'Geady  
 Signature: Sarah Groom J.M.H'G  
 Parish:  
 Date (dd/mm/yy): 13.8.2014

11 Supplementary information - optional

Please tell us what you hope to achieve through the development of a Neighbourhood Plan.

**Note:** Any information given in this section will in no way influence the decision to designate the proposed area. It will simply help officers understand your objectives as they currently stand - it is expected that your ideas will be subject to change until the formal planning process is complete. However, any information given will help us ensure that a Neighbourhood Plan is the correct vehicle for you to achieve your objectives.

None

**Guidance Note**

**Applying for Neighbourhood Area designation**

The first formal step in Neighbourhood Planning is the submission of the proposed Neighbourhood Area to the local authority for designation. South Cambridgeshire District Council has prepared this form to make it simple to apply for this designation.

**Filling out the form**

Contact details - the address used on this form should be the main contact for future communication on the Neighbourhood Plan. Please be aware when completing the form that the information given may need to be published online.

Map of the area – if you need help to prepare a map showing the Neighbourhood Area please contact Sustainable Communities on 03450 450 500. Once completed, the form should be returned to:

Kathryn Hawkes, Development Officer  
 Sustainable Communities  
 South Cambridgeshire District Council  
 South Cambridgeshire Hall  
 Cambourne Business Park  
 Cambourne  
 Cambridgeshire  
 CB23 6EA

**What happens next?**

The Council must publicise the area application on its website and in such other manner as they consider is likely to bring it to the attention of people who live, work or carry out business in the area to which the application relates. There will be a period of not less than 6 weeks of public consultation when the Council will invite comments on the application.

The Council will decide whether to designate the Neighbourhood Area. To do this it will consider:

- if the application is valid. A valid application will:
  - have a map showing the area
  - have a statement explaining why it is considered an appropriate Neighbourhood Area
  - be from the 'relevant body'
- all representations made during the consultation
- whether the proposed area is appropriate and does not overlap with other areas – only one Neighbourhood Plan is permitted per Neighbourhood Area.

The Council may modify the application with the parish's consent if it is considered the Neighbourhood Area is not appropriate.

#### **Designation of the area**

The Council will notify the parish and publish decisions on its website and within the Neighbourhood Area. Reasons will be given if the application is not successful within the decision document.

*\*In areas where there is no parish council, parish meetings can either get involved with the Neighbourhood Planning in an adjoining parish or develop a Neighbourhood Forum with the authority to lead on their own Plan. For more information contact Sustainable Communities on 03450 450 500*