

**HORSHAM DISTRICT COUNCIL  
NEIGHBOURHOOD PLAN AREA DESIGNATION**

**PARISH OF HENFIELD**

**DESIGNATION OF AREA**

**1 BACKGROUND**

- 1.1 The Neighbourhood Planning (General) Regulations 2012 specify what a local authority must do to publicise an 'area application' and, following consideration and determination of the application, what it must do to publicise the outcome. Regulation 2(6) requires that a copy of the area application, details of how to make representations and the date by which those representations must be received (being not less than 6 weeks from the date the application is first publicised) must be put on the local planning authority website. Regulation 7 requires that as soon as possible after determining the application the decision should be published on their website.
- 1.2 The Council, on 25<sup>th</sup> July 2013, delegated authority to the Head of Strategic Planning and Performance in consultation with the Cabinet Member for Living and Working Communities, to publicise applications for neighbourhood areas, consider representations and determine applications.

**2 APPLICATION**

- 2.1 An application for the designation of the Parish of Henfield as a neighbourhood area for the purpose of producing a neighbourhood development plan was made by Henfield Parish Council on 7<sup>th</sup> August 2013 as shown in Annex A. The Parish Council had not made any previous application.
- 2.2 The application included a statement that the applicant was a 'relevant body', being a parish council, under Section 61(G) of the Town and Country Planning Act 1990.
- 2.3 The application was accompanied by a statement explaining why this area is considered appropriate to be designated as a neighbourhood area, and a map on an Ordnance Survey base identifying the intended neighbourhood plan area.
- 2.4 The Council considers the application meets the requirements of Regulation 5.

**3 PUBLICITY AND CONSULTATION**

- 3.1 The application was advertised on the Council's website and by public notice in the West Sussex County Times on 12<sup>th</sup> September 2013 (Annex B).
- 3.2 The Council's website explained the purpose and period of the consultation (9<sup>th</sup> September to 21<sup>st</sup> October 2013), and how to make a representation either on the website or in writing to the Council. There was access via the website to a copy of the application documents received from the applicant. The newspaper advertisement also appeared on the website.

- 3.3 Further discretionary publicity included a press release and a mail-shot to individuals and groups drawn from the Council's planning policy consultation database who might be interested in the area application by virtue of their business, location or other interest in the area. A paper copy of the application documents was available for inspection at the Council's principal offices in Horsham during the consultation period.
- 3.4 The Council is satisfied that this publicity has allowed the area to be brought to the attention of people who live, work or carry on business in the area to which the application relates, and that it meets the requirements set out in Regulation 6.

## **4 REPRESENTATIONS**

- 4.1 The Council received one representation in opposition to the application. The objection was in two parts: the first relating to a perceived lack of business involvement in the process of preparing plans, which is a matter for the Parish Council to address; and the second concerning the village of Small Dole which is divided between the Parishes of Henfield to the north and Upper Beeding to the south. The objector was seeking assurances that a mechanism would be put in place to ensure coherent planning across the parish boundary treating Small Dole as a single entity.
- 4.2 In a meeting arranged by Council officers on 7<sup>th</sup> November, representatives of the Parish Councils of Henfield and Upper Beeding were apprised of the first part of the objection. In respect of the second part, the PCs agreed to put in place a 'memorandum of agreement' setting out how they would work together over Small Dole including setting up a co-ordinating focus group. Officers were content that this mechanism would address the substantive issue and have therefore concluded that the Henfield area application should be approved.
- 4.3 The issues surrounding the objection are set out in full in the Officers report entitled: 'Applications for Designation of Neighbourhood Plan Areas where Objections have been Received'.

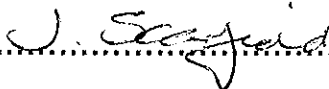
## **5 COMMENT**

- 5.1 The plan area (Henfield Parish) does not overlap with any other area, and is considered to be compatible with the objective of good town planning and the strategic policies of the adopted local development plan, as well as the vision, objectives and strategy for a revised planning policy framework as set out in the Council's Preferred Strategy consultation document (August 2013), although these proposals have yet to be submitted to enquiry by an independent inspector.

## **6 DELEGATED DECISION**

- 6.1 The Head of Strategic Planning and Performance and the Cabinet Member for Living and Working Communities hereby exercise their delegated authority to agree the application and designate the Parish of Henfield as a Neighbourhood Development Plan Area.

- 6.2 A copy of this note will be placed on the Council's website, sent to Henfield Parish Council and to relevant District Councillors. A map of the designated area will also be posted on the Council's website with the reference HNP2.
- 6.3 The publicity for the Council's decision will thereby meet the requirements of Regulation 7.

JILL SCARFIELD ..... 

**HEAD OF STRATEGIC PLANNING AND PERFORMANCE**

Date: 19/12/13

COUNCILLOR CLAIRE VICKERS ..... 

**CABINET MEMBER FOR LIVING AND WORKING COMMUNITIES**

Date:

Rec'd at H2e - 12/8/13



**Horsham  
District  
Council**

**Application to Designate a  
Neighbourhood Development Plan Area**

### Neighbourhood Planning (General) Regulations 2012

*This application form asks for information (Regulation 5) to assist the Council in publishing an area application (Regulation 6) and after receiving any relevant comments in taking a decision on the suitability of the Plan Area (Regulation 7).*

If you have any queries about this form please contact:

- ☎ telephone Strategic and Community Planning - 01403 215208
- ✉ email to: [strategic.planning@horsham.gov.uk](mailto:strategic.planning@horsham.gov.uk)
- ✉ post to: Strategic Planning and Performance, Horsham District Council, Park North, North Street, Horsham, West Sussex, RH12 1RL

Note: all information provided on this form in support of the application will be publicised.

**When completed please send this form - together with your intended Plan Designation Map - to the above address. Thank you.**

*We will acknowledge and advise you on publicity and reporting arrangements and the decision of Horsham Council on your application.*

### APPLICATION INFORMATION

#### A CONTACT DETAILS

Name	Philip Hill
Telephone number	01273 492507
E-mail address	<a href="mailto:office@henfield.gov.uk">office@henfield.gov.uk</a>
Position in organisation	Clerk to Parish Council

#### B ABOUT YOUR ORGANISATION

Name of Organisation	Henfield Parish Council
Address and postcode	The Henfield Hall, Coopers Way, Henfield, BN5 9DB
Parish Council	Prospective Neighbourhood Forum <input type="checkbox"/>

**C AREA DETAILS**

<b>Intended Name of Neighbourhood Area</b>	Henfield Parish Neighbourhood Area	
<b>Extent of the area and boundaries</b>	Whole Parish area	YES
	Is this a joint application with a neighbouring Parish or Forum?	NO
<p><b>A map showing the draft Plan Designation Area is attached. (scale 1:13,000)</b>  <b>(Ordnance Survey base map – (Reproduced by permission of Ordnance Survey map on behalf of HMSO - Crown Copyright and database rights).</b></p>		

**C STATEMENT**

<p><b>Plan Area Statement (required)</b></p> <p>Explaining why this area is considered appropriate to be designated as a neighbourhood development plan area.</p>	<p><b>Statement in support of Application attached.</b></p>
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**D SUPPORTING INFORMATION**

<p><b>Supporting Information (optional)</b></p> <p>Explaining your objectives in producing a Neighbourhood Plan (for publicity purposes etc).</p>	<p><b>THE OBJECTIVE IN PRODUCING A NEIGHBOURHOOD PLAN FOR THE HENFIELD PARISH IS TO PROVIDE A LOCAL COMMUNITY LED FRAMEWORK, IN THE SPIRIT OF LOCALISM, FOR GUIDING THE FUTURE CONSERVATION AND DEVELOPMENT OF THE PARISH INCLUDING THE PROVISION OF FACILITIES, SERVICES AND INFRASTRUCTURE</b></p>
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**E DECLARATION**

<p><b>I hereby apply to designate a HENFIELD PARISH Neighbourhood Area..</b></p>	<p>Name <i>Philip Hill</i> Date; 7<sup>th</sup> August 2013</p> <p>.....  Philip Hill</p>
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# Application for Designation of a Neighbourhood Area

## 1. INTRODUCTION

- 1.1 This application is made by Henfield Parish Council on behalf of the parish of Henfield. As an elected Parish Council we can confirm that we are the relevant body for the purposes of section 61(g) of the Town and Country Planning Act 1990 for the preparation of a Neighbourhood Plan.
- 1.2 As the first statutory stage in producing a Neighbourhood Plan, we hereby apply for the designation of a Neighbourhood Plan area in accordance with regulation 5 of the Neighbourhood Planning (General) Regulations 2012 No 637.
- 1.3 After due consideration and following the Annual Parish Meeting on 5 March 2013 at which there was unanimous community support for Henfield to produce a Neighbourhood Plan, Henfield Parish Council decided by Resolution on 12 March 2013, to produce a Neighbourhood Plan for the long term evolution of the Parish and for the opportunities and benefits this process will provide.

## 2. CONSULTATION WITH ADJOINING PARISHES

- 2.1 A Steering Group comprising Parish Councillors and local residents was formed and this Group has considered the extent of the area appropriate for designation.
- 2.2 It invited the adjoining Parish Councils of Shermanbury and Woodmancote to consider whether these Parishes wished to be part of the designated area, but has now been informed by both Councils that they do not wish to be part of the designated area containing Henfield Parish.
- 2.3 The boundary between Henfield and Upper Beeding Parishes splits the village of Small Dole with the majority of this settlement in Upper Beeding Parish. Representatives of the Steering Group therefore also met with Upper Beeding Parish Council to discuss how both Parishes could best respond to the needs of this community. Upper Beeding Parish Council has decided that the area of Small Dole in its Parish be included in the designated area for the Upper Beeding Plan. Both Councils have agreed to work together to reflect a consistent approach to all of the Small Dole community.

## 3. PROFILE OF HENFIELD PARISH

- 3.1 Henfield is a strategic village and civil parish in the Horsham District of West Sussex. It provides many central amenities for up to 17 villages and hamlets in the surrounding countryside. Henfield lies 33 miles (53km) south of London, 12 miles (19km) northwest of Brighton and 12 miles (19km) south of Horsham, on the junction of the A281 and A2037. The Parish has a land area of 4,285 acres (1,374 hectares). The table below contains the following census information

	2011	2001	% change
Population	5,349	5,012	6%
Households	2,335	2,153	8%
People economically active	2,479	2,361	5%

*Statistics in tabular form to show the two censuses and the % change*

#### **4. APPLICATION FOR DESIGNATION OF AREA**

4.1 Henfield Parish Council approved by resolution at its meeting on 6<sup>th</sup> August 2013 that given the diverse nature and localised issues within the Parish, the whole of the Parish of Henfield is appropriate to be designated as the Neighbourhood Plan area. In reaching this view Henfield Parish Council had regard to the matters set out in Para. 2.2, 2.3 and 3.1 above.

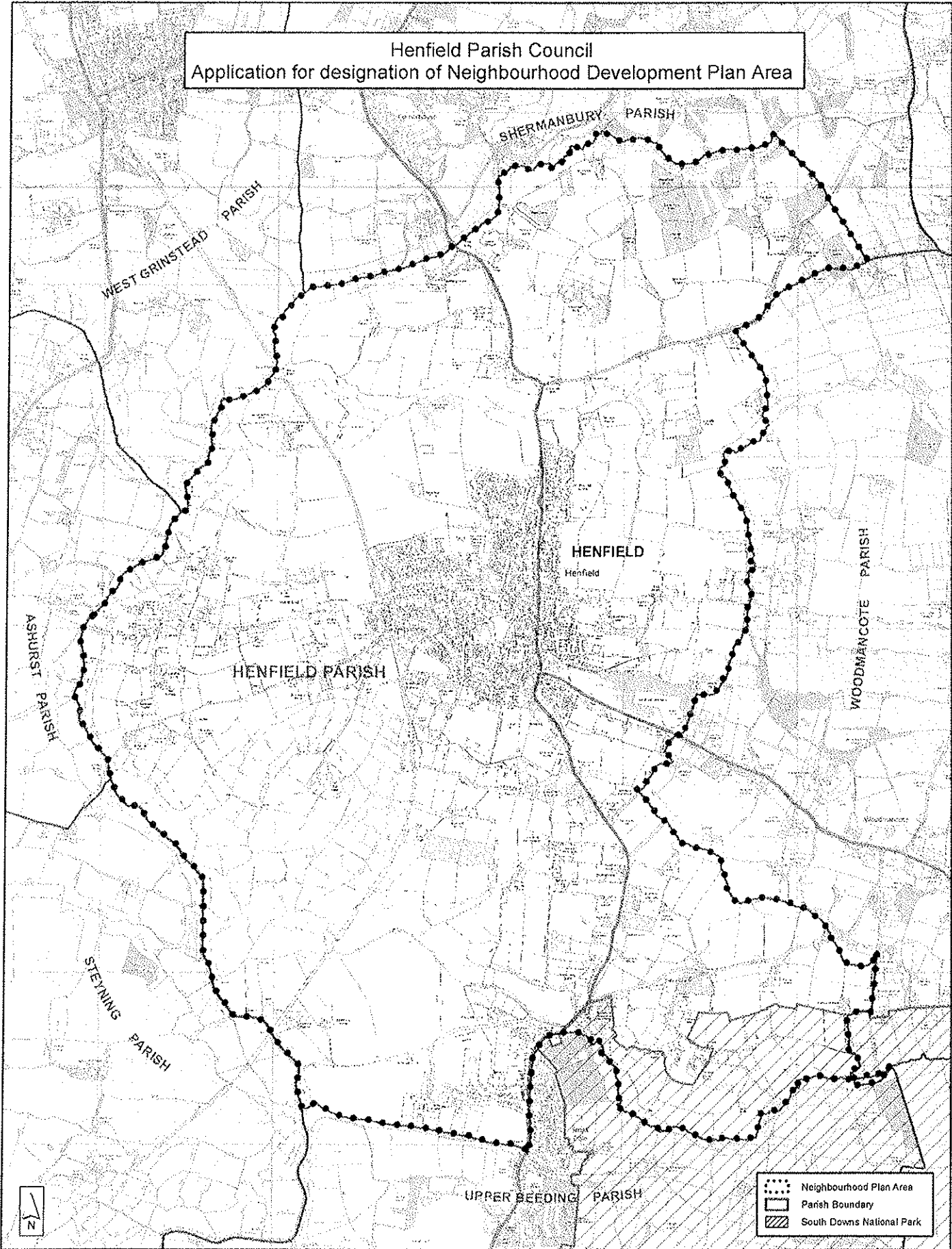
#### **5. REASONS FOR APPLICATION**

5.1 The reasons for the designation of Henfield Parish as the area for the Neighbourhood Plan area are:

- 5.1.1 As the South East Development Plan was revoked on 25 March 2013 there is now a good opportunity for a review of Henfield Parish's existing development plans and to produce a new long term (20 years) Plan based on the principles of localism, consultation with the whole Parish and evidence based decisions.
- 5.1.2 The Parish is at a critical stage because it has been subject to a number of speculative developments and the location and extent of these has caused great concern to residents. Henfield along with other Sussex downland villages such as Steyning and Storrington has evolved over many centuries. Designating Henfield Parish as the Neighbourhood Plan area would enable a Plan to be produced that would:
- protect the whole Parish from inappropriate speculative and ad hoc development,
  - preserve the evolved nature of Henfield
  - allow sustainable and appropriate development on the right sites                          AND
  - ensure that the full extent and consequences of new development upon the local infrastructure can be properly considered.
- 5.1.3 The Parish has a small but successful business sector based on a healthy mix of agriculture, retail, light industry and commerce. The current national and international economic situation has caused concern for the future sustainability of this sector and a review with the engagement of the public and business within the whole Parish would be greatly beneficial.
- 5.1.4 The adjoining Parishes to Henfield, after consideration, have decided they are not prepared to be included within the designated area containing the Henfield Parish.

5.2 To support this application a S.W.O.T. analysis is attached. This identifies areas of Strengths, Weaknesses, Opportunities and Threats which apply to Henfield Parish as a whole.

**Henfield Parish Council**  
**Application for designation of Neighbourhood Development Plan Area**



**Horsham District Council**  
 Park North, North Street, Horsham,  
 West Sussex. RH12 1RL  
 Rod Brown : Head of Planning & Environmental Services

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Application to the Horsham District Council and to the South Downs  
 National Park Authority under The Neighbourhood Planning  
 (General) Regulations 2012 Regulation 5.

Reference No : HFNP1	Date : 12/08/13	Scale : 1:20,000
Drawing No :	Drawn :	Checked :
		Revisions :



Neighbourhood Planning (General) Regulations 2012 - Part 2)

## **NOTICE OF CONSULTATION APPLICATION FOR NEIGHBOURHOOD PLAN AREA DESIGNATION**

**Henfield Parish Council** has applied to **Horsham District Council** and the **South Downs National Park Authority** for Designation of a Neighbourhood Plan Area.

The name of the proposed Neighbourhood Plan Area will be:

### **Henfield Parish Neighbourhood Area**

The application is to identify an area for which the Parish Council intends to prepare local planning policies and formulate land allocations to be consulted upon in due course in accordance with the Localism Act 2011.

If you wish to comment on the intended Neighbourhood Plan Area please note all comments must be received by **Monday 21 October 2013**.

Comments on the application can be made directly on the website, by post to the address below – please mark 'FAO Neighbourhood Planning', or by email to [neighbourhood.planning@horsham.gov.uk](mailto:neighbourhood.planning@horsham.gov.uk).

### **Inspecting the documents**

The application, draft designation map and supporting submission can be viewed on the website [www.horsham.gov.uk](http://www.horsham.gov.uk).

A copy of the application documents is available for inspection at:

**Horsham District Council Offices**

Park North, North Street,

Horsham, West Sussex RH12 1RL

**8.45am - 5.20pm Monday to Thursday and 8.45am - 4.20pm Fridays**



