

**HORSHAM DISTRICT COUNCIL
NEIGHBOURHOOD PLAN AREA DESIGNATION**

PARISH OF SHIPLEY

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 25th 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. The post of Head of Strategic Planning and Performance no longer exists and so Delegated Authority will now be exercised by the Chief Executive of the Council.

2 APPLICATION

- 2.1 An application for the designation of the Parish of Shipley as a neighbourhood area for the purpose of producing a neighbourhood development plan was made by Shipley Parish Council on 2 March 2014 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 (Annex B).
- 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 3 April 2014 (Annex C).
- 3.2 The Council's website explained the purpose and period of the consultation (6 weeks), 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