

**HORSHAM DISTRICT COUNCIL  
NEIGHBOURHOOD PLAN AREA DESIGNATION**

**PARISH OF PULBOROUGH**

**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 Pulborough as a neighbourhood area for the purpose of producing a neighbourhood development plan was made by Pulborough Parish Council on 10<sup>th</sup> October 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 (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 14<sup>th</sup> November (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 received from the applicant. The newspaper advertisement also appeared on the website.

- 3.3 Further discretionary publicity included a press release, and 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 no representations through the consultation.

#### 5 COMMENT

- 5.1 The plan area 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.
- 5.2 The plan area falls within the South Downs National Park (SDNP). A protocol for joint working in Neighbourhood Planning has been agreed between the Council and the SDNP Authority. No concerns about this area application have been raised by the Park Authority.

#### 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 Pulborough as a neighbourhood development plan area.
- 6.2 A copy of this note will be placed on the Council's website, sent to Pulborough 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 PNP2.
- 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: 23/1/14

COUNCILLOR CLAIRE VICKERS ..... 

CABINET MEMBER FOR LIVING AND WORKING COMMUNITIES

Date: 23/1/14



**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

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

*We will acknowledge and advise you on publicity and reporting arrangements and the decision of Horsham Council on your application. \*Where the intended Plan Area includes land within the South Downs National Park then this application will also fall for their consideration and approval.*

**APPLICATION INFORMATION**

**A CONTACT DETAILS**

Name	Mrs Sarah Norman
Telephone number	01798 873532
E-mail address	<a href="mailto:clerk@pulboroughparishcouncil.gov.uk">clerk@pulboroughparishcouncil.gov.uk</a>
Position in organisation	Clerk to the Parish Council

**B ABOUT YOUR ORGANISATION**

Name of Organisation	Pulborough Parish Council
Address and postcode	Swan View, Lower Street, Pulborough, RH20 2BF
Parish Council <input checked="" type="checkbox"/>	Prospective Neighbourhood Forum <input type="checkbox"/>

C AREA DETAILS

<b>Intended Name of Neighbourhood Area</b>	Pulborough Parish	
Extent of the area and boundaries	Whole Parish/Neighbourhood Forum area?	<b>X</b>
	Part of a Parish/Neighbourhood Forum area?	<input type="checkbox"/>
	Is this a joint application with a neighbouring Parish or Forum?	<input type="checkbox"/>
	Is any part of this area within the South Downs National Park?*	<b>X</b>
	Please provide a Map showing your draft <b>Plan Designation Area</b> Preferably using an Ordnance Survey base map - with copyright acknowledgement.	
<i>Add a Map Reference Number SLA 100018563</i>	Show clearly the boundary of the intended Neighbourhood Plan area and if different from the Parish or Forum area the boundary of these and include the boundary of the District Council (and South Downs National Park if applicable).	
	Map attached with Parish boundary shown in black, SDNP boundary shown in red and hatching shows SDNP areas of Pulborough parish.	

C STATEMENT


<p><b>Plan Area Statement (required)</b></p> <p>Explain why this area is considered appropriate to be designated as a neighbourhood development plan area</p> <p><i>Please use another sheet if necessary</i></p>	<p>Pulborough is one of several larger villages within Horsham District that provide services to neighbouring parishes such as shopping, railway station and doctors surgery.</p> <p>When deciding the plan area, Members of the Parish Council considered inviting neighbouring Parishes to join with Pulborough but after consideration decided that the already distinct hamlets within the parish namely Nutbourne, North Heath, Codmore Hill and Mare Hill in addition to the main area of Pulborough, and the inclusion of a small part of the Parish within the South Downs National Park, offered sufficient diversification as to be suitable for the designated area.</p> <p>However, Members of the Parish Council do appreciate the inter-dependency of the smaller communities and therefore intend to liaise fully with the neighbouring Parishes to ensure they remain fully informed of the process being undertaken within Pulborough.</p>
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D SUPPORTING INFORMATION

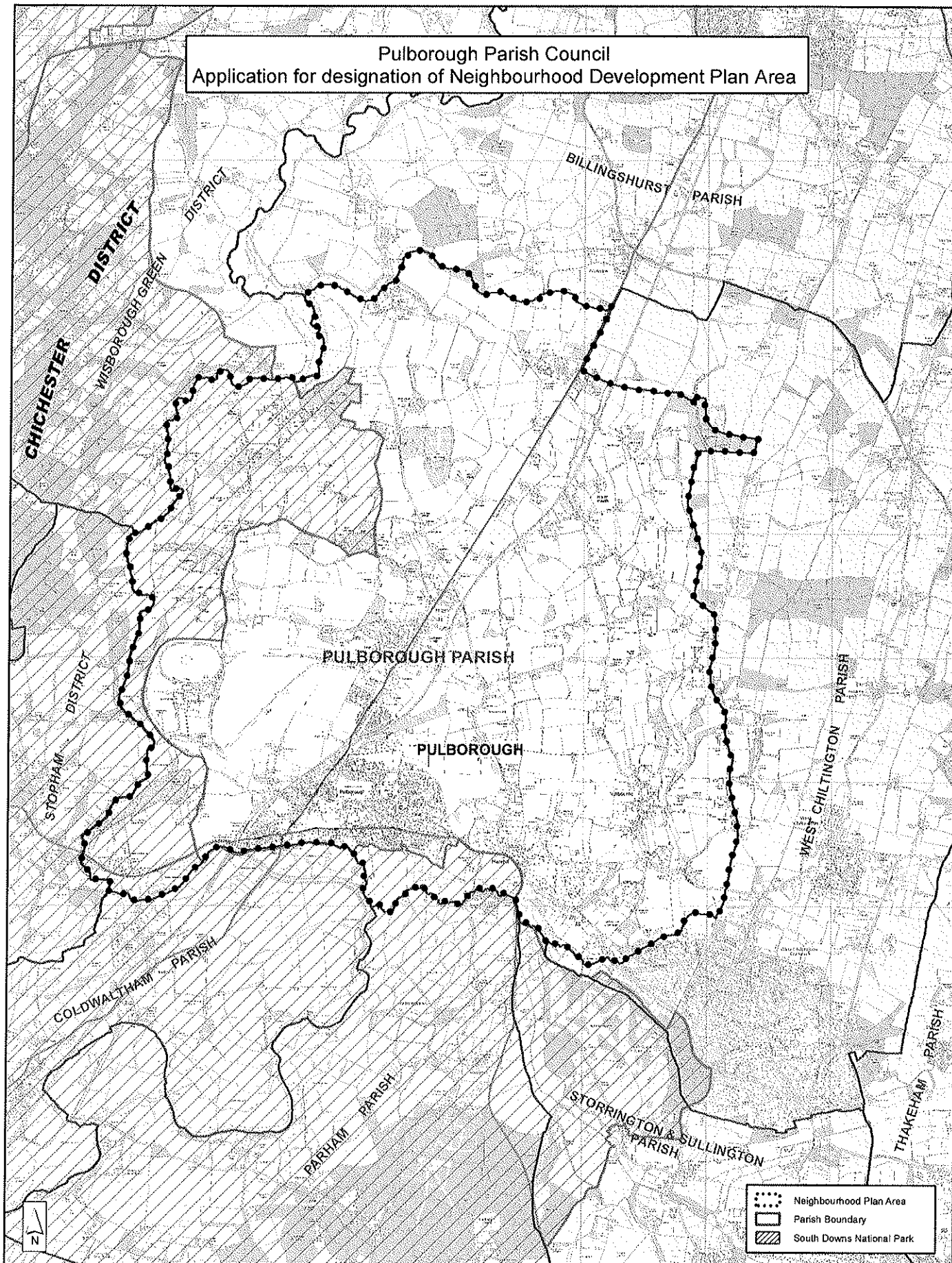
<p><b>Supporting Information (optional)</b></p> <p>For publicity purposes</p> <p><i>You could use this to e.g explain your objectives in producing a Neighbourhood Plan</i></p>	
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*Please use another sheet if necessary*

E: DECLARATION

<p><b>I / We hereby apply to designate a Neighbourhood Area.</b> <i>In the case of joint applications, please provide the name of the relevant person and attach a confirmation letter on behalf of <b>each Parish</b></i></p>	<p>Name and position</p> <p></p> <p>Ray Queded Chairman – Pulborough Parish Council</p>	<p>Date</p> <p>10/10/13</p>
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**Pulborough Parish Council**  
**Application for designation of Neighbourhood Development Plan Area**



	Neighbourhood Plan Area
	Parish Boundary
	South Downs National Park

**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 under  
 The Neighbourhood Planning (General) Regulations 2012 Regulation 5.

Reference No : PULNP1	Date : 21/10/13	Scale : 1:28,000
Drawing No :	Drawn :	Checked :
		Revisions :

Neighbourhood Planning (General) Regulations 2012 - Part 2)

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

**Pulborough 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:

**Pulborough Parish Neighbourhood Area**

The application is to identify an area for which the Parish Councils intend 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 23 December 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*

