

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO PLANNING & DEVELOPMENT COMMITTEE

Agenda Item No.

meeting date: 4 JUNE 2015  
 title: NEIGHBOURHOOD PLAN UPDATE  
 submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE  
 principal author: PAULA FITZGERALD – SENIOR PLANNER

### 1 PURPOSE

- 1.1 To agree the designation of the area and relevant body to prepare a Neighbourhood Plan for Whalley.
- 1.2 To provide an update on the position of other Neighbourhood Plan activity within the borough.
- 1.3 Relevance to the Council's ambitions and priorities:
- Council Ambitions – To be a well managed Council providing efficient services based on identified customer need.
  - Community Objectives – As above.
  - Corporate Priorities – As above.
  - Other Considerations – None.

### 2. BACKGROUND

- 2.1 Whalley Parish Council submitted an application to the council on 8 April 2015, for a designation of a Neighbourhood Plan Area under Part 2 of the Neighbourhood Planning (General) Regulations 2012. This is the 3<sup>rd</sup> designation which the Council has received.

The Parish Council submitted the following documents in support of their application:

#### The Area

A boundary has been submitted which consists of the whole of Whalley Parish Council, see Appendix 1.

#### Letter

Stating that Whalley Parish are a 'relevant body', for the purposes of section 61G of the Town and Country Planning Act 1990, see Appendix 2.

### 2.2 Consultation

A 4 week public consultation was held from 23 April – 21 May. Copies of the area (map) and request from the Parish Council were placed on the council website, a press release was made and adverts were posted at public places in the Parish of Whalley. The following is a summary of the comments which were received:

Organisation	Response
United Utilities	No comments at this stage but wish to be included in further consultations
Gladman	No comments at this stage but wish to be included in further consultations

Organisation	Response
Lancashire County Council (Property Services)	Would welcome the opportunity to actively and positively engage with the Neighbourhood Plan process as it develops.
Whalley Resident	The preparation of the NP has come too late
Whalley Resident	Support the idea of the NP

### 2.3 Next Steps for Whalley

After designation has been agreed by the Council, Whalley Parish Council can start to prepare a plan. The plan needs to be compatible with national policies (NPPF) and the policies in the adopted Core Strategy. It should be focused on guiding development rather than stopping it. If adopted it will become a statutory plan and be used in the determination of plan.

### 2.4 The Council's Role

The Council has a statutory duty to provide 'technical advice and support' to communities preparing neighbourhood development plans. The council will need to be satisfied that the necessary stages have been followed however it remains the responsibility of the body preparing the plan to undertake the correct steps in particular ensuring transparent and credible community engagement and that the necessary evidence is available to justify the proposals of the plan. A summary of the key stages is included at Appendix 3. Further information about neighbourhood plans can be found on the following website: <http://locality.org.uk/>

## 3 NEIGHBOURHOOD PLANNING UPDATE FOR THE REST OF THE BOROUGH

### 3.1 Bolton by Bowland and Gisburn Forest Neighbourhood Plan

Bolton by Bowland and Gisburn Forest were formally designated on the 29 May 2014. They have made good progress with the NP and have submitted a consultation draft neighbourhood plan under Regulation 14. A 6 week consultation ran from 12 January 2015 – 22 February 2015.

The Parish Council were successful in securing locality funding and have used this to employ consultants Kirkwells to help prepare the plan. There is currently no date for submission.

### 3.2 Longridge Neighbourhood Plan

Longridge were formally designated on 26 September 2013. The group have undertaken local consultations and are currently progressing with a draft plan.

## 4 FINANCE

4.1 Funding for Neighbourhood Plans is available from DCLG and is currently £5,000 to the Local Planning Authority on designation of the plan, £5,000 for pre-examination and £20,000 following a successful examination. This funding is intended to help authorities deliver neighbourhood planning initiatives.

4.2 Neighbourhood groups are able to apply for grant funding from Locality and this is an application made by the town or parish council. Grants of up to £8,000 can be applied for but the funds must be spent within 6 months or before the end of the current financial year, whichever is the earliest. It is also possible for Parish Councils to include for neighbourhood planning as part of the precept.

4.3 Areas in which the grant funding can be spent include; developing a website, training sessions for members of the steering group, undertaking household surveys, help with developing the evidence base, engaging planning experts to help move plans forward and venue hire, publicity and general consultation associated with the development of the plan.

## 5 RISK ASSESSMENT

5.1 The approval of this report may have the following implications:

- Resources – Funding support will be applied for and requests for additional support to assist with the preparation of the plan will be considered as appropriate. Budget provision for this process is currently held as part of a reserve. Given that there is now a need to incur specific expenditure, a cost centre will be established to enable costs to be monitored. Additional costs to the Council will include statutory consultation, Examination (including Inspector costs) and the Referendum. Most of this cost is anticipated to be met by the DGLG funding, however this will be closely monitored.
- Technical, Environmental and Legal – There is a statutory duty on the authority to deliver specified elements of the process.
- Political – Neighbourhood Planning initiatives support community empowerment.
- Reputation – No implications identified.
- Equality & Diversity – No implications identified.

## 6 RECOMMENDED THAT COMMITTEE

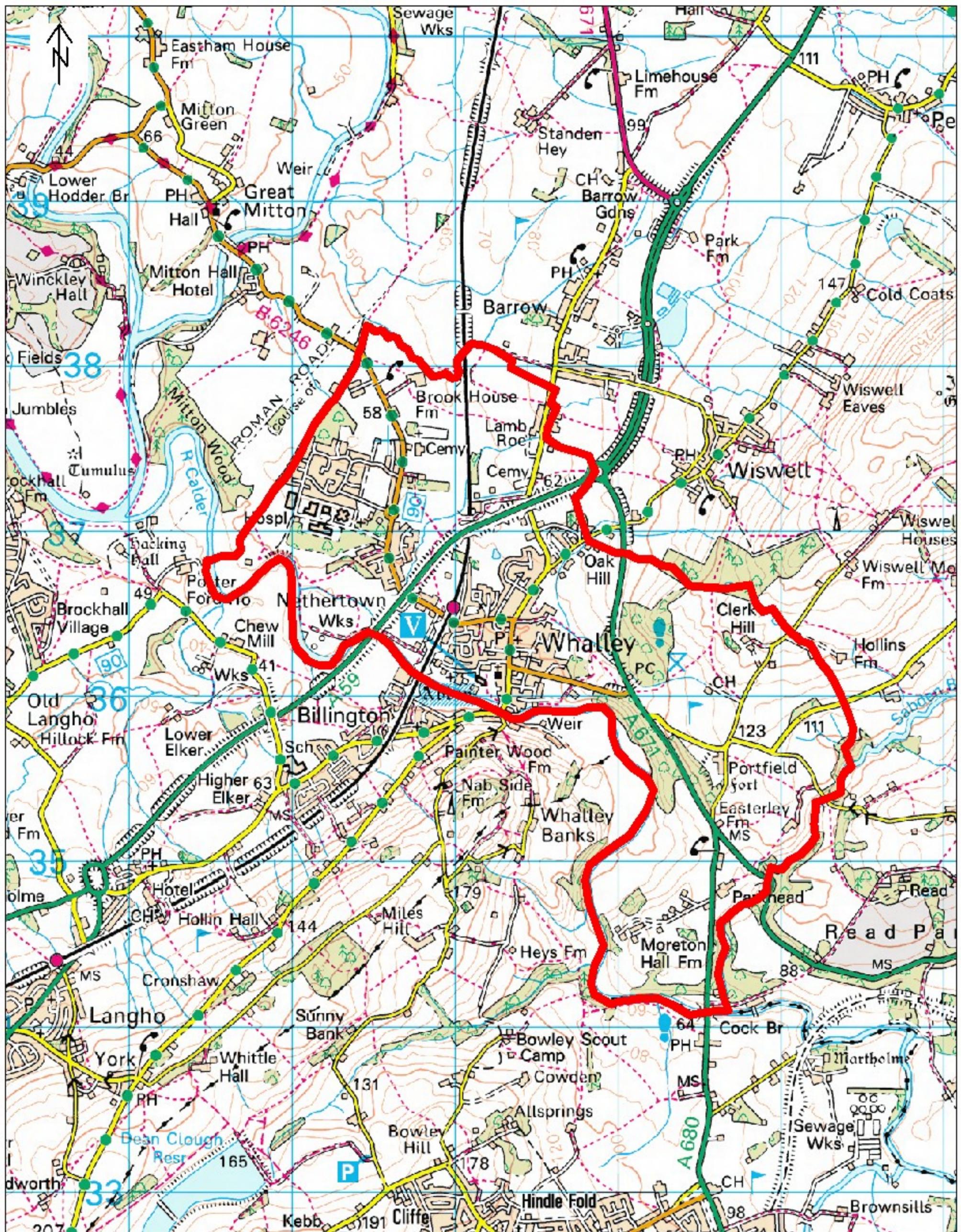
6.1 Approve Whalley Parish Council as the appropriate body to prepare a Neighbourhood Plan and agree to designate the proposed area set out in the application for the purposes of preparing a Neighbourhood plan.

6.2 To note the updates from Longridge and Bolton by Bowland Neighbourhood Plans.

PAULA FITZGERALD  
SENIOR PLANNER

MARSHAL SCOTT  
CHIEF EXECUTIVE

For further information please ask for Paula Fitzgerald, extension 3200 or Colin Hirst extension 4503.



**WHALLEY PROPOSED NEIGHBOURHOOD PLAN AREA**

Scale 1:30000

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### Proposal For The Designation Of A Neighbourhood Plan

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

##### Background

Whalley Parish Council began this process when two councillors attended a Neighbourhood Planning seminar in April 2013. An initial proposal was developed that envisaged working in partnership with the adjacent Parish Councils. By the Summer of 2014 it became clear that the other Parishes were more concerned with issues directly affecting them and it became necessary to reconsider options. A revised scheme was put to the Council at the end of 2014. The revised scheme intends to focus only on Whalley Civil Parish and will seek to build on the foundations of the 2004 Parish Plan, itself the outcome of extensive consultation and the key features of which were:

- Traffic through the village
- Parking, parking, parking
- Affordable housing
- Local school places
- Youth provision
- Environmental pressures

On the basis of consultations thus far it seems likely that these broad areas will figure in the plan though the actual weighting and emphases are likely to have changed in the interim. Whalley Parish Council resolved to proceed on this basis at the Council meeting on 15 January 2015 (Item 790/15, Minutes of Whalley Parish Council Meeting of 15 Jan 2015).

##### Consultation

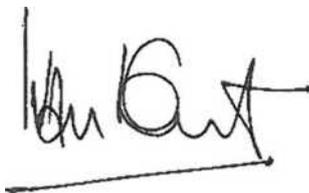
There has already been one public meeting as well as discussions with the CPRE adviser, Save Whalley Village, RVBC Officers and Councillors and neighbouring Parish Councils. The outline project plan envisages an initial public meeting followed by extensive consultation leading to a draft plan to be submitted to referendum. At present we are putting together contact lists to engage with local organisations and businesses as well as having a draft website (<http://www.synergisis.com/wnp>) The next step is to form a working group of interested local people to develop the consultation and then steer the plan forward.

##### Proposed Area

Attached is a boundary map of the proposed Neighbourhood Plan area which corresponds to the Whalley Parish Boundary. The area is chosen in such a way that the issues to be included in the Neighbourhood Plan relate to the entire Parish Boundary.

##### Appropriate Body

Whalley Parish Council forms a relevant body for the purposes of section 61G of the Town and Country Planning Act 1990, as amended by the Localism Act 2011.



**I S A Kent**  
**Councillor**  
**Whalley Parish Council**

5<sup>th</sup> April 2015

NP KEY STAGES

Key Stage	Requirements	Responsibility
Designation	<ul style="list-style-type: none"> <li>• Consultation for 4/6 weeks to those living, working doing business within the area</li> </ul>	RVBC
Preparation of a draft plan	<ul style="list-style-type: none"> <li>• Consider issues for the NP area, develop a 'vision'</li> <li>• look at what evidence document need to be considered or new evidence documents which need to be carried out</li> </ul>	Parish or Town Council
Pre-submission publicity and consultation	<ul style="list-style-type: none"> <li>• Publicise the draft plan</li> <li>• Consult with consultation bodies</li> </ul>	<p>Parish or Town Council</p> <p>Suggestion for consultation methods; place on website, hold 'drop in' events, identify groups within the town to send flyer (with a summary of the document)</p> <p>It is not necessary to consult with the statutory consultees at this stage although you may wish to do so if you feel they are key stakeholders who need to contribute to the plan.</p>
Review	Revise the draft document in view of comments from the informal consultation.	Parish or Town Council
SEA Screening Statement	Carry out statement and send to statutory consultees	RVBC
Reg 14 – Pre-submission Consultation	Formal part of the NP process <b>6 week Public Consultation</b> (Refer to the copy of the regulations provided)	<p>Inform consultees of the draft plan for 6 weeks and submit a copy of the draft to RVBC</p> <p>RVBC will supply a list of statutory consultees which need to be informed (e-mail or letter) as well as other key stakeholders within the town which the group feel would be appropriate</p>
Reg 15 – Plan Proposals	Prepare a 'consultation statement' and 'basic conditions' statement	<p>Parish or Town Council</p> <p>These documents need to accompany the NP when being submitted to RVBC</p>
Reg 16 – Publicising Plan	Formal Process 6 week Public Consultation	RVBC – publicise the submitted plan for 6 weeks
Reg 17 – Submission for Examination		RVBC
Independent Examination		RVBC
Referendum		RVBC