

# Neighbourhood Planning Parish Council Update Newsletter 13

April 2016

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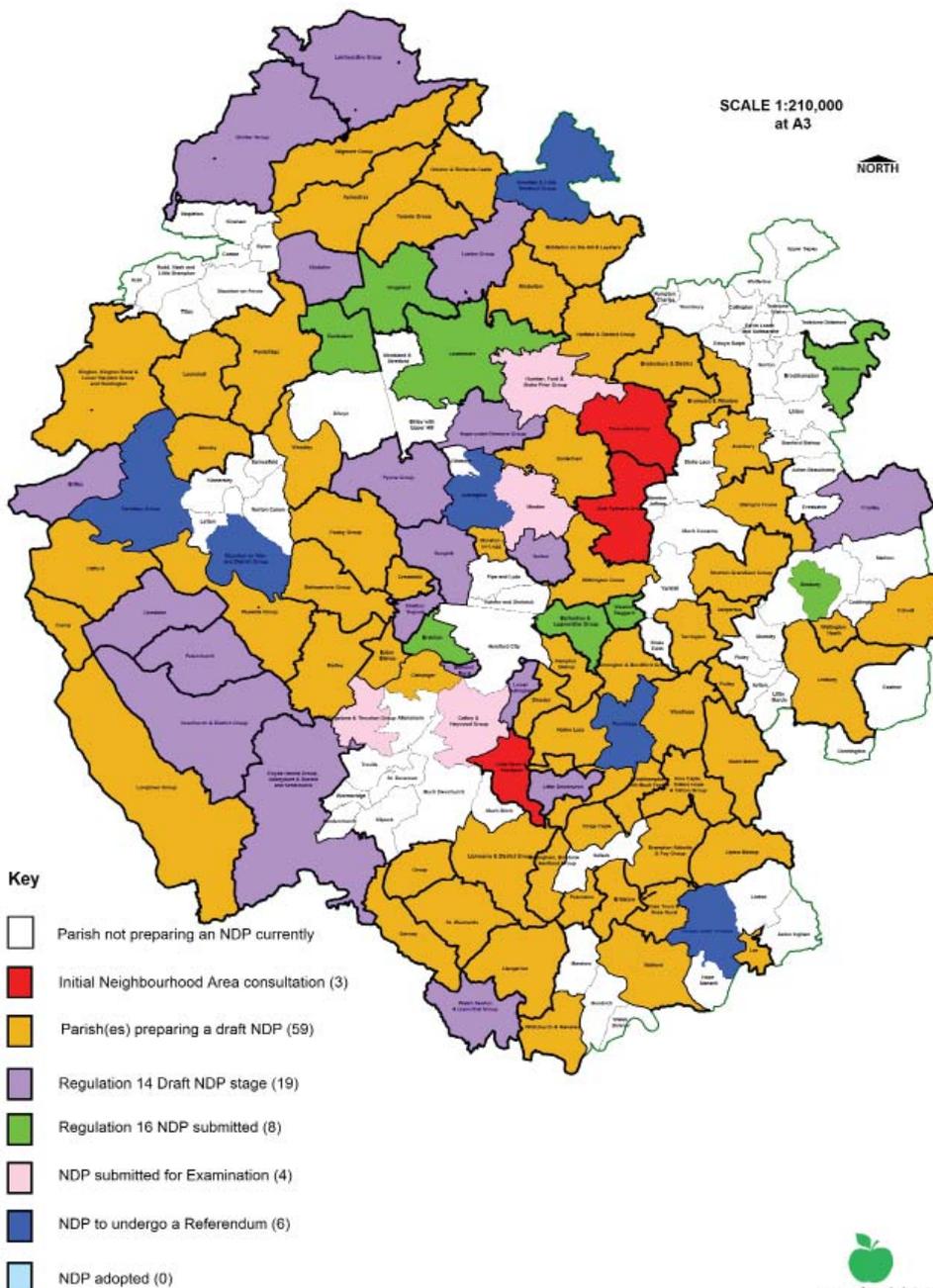
## Neighbourhood planning progress in Herefordshire

Neighbourhood Areas are continuing to be designated with a further 3 applications since the last newsletter, this will bring the total in the county to 99 neighbourhood areas. Herefordshire remains the most active neighbourhood planning area within the country.

At the time of writing 4 plans are at their examination stage and 27 further plans have reached or passed their draft consultation (Reg14). The Neighbourhood Planning team acknowledges the hard work and dedication which have been shown by these parish councils and their steering groups to reach these key milestones.

The first three plans (Weston under Penyard, Eardisley Group and Staunton on Wye District) are expected to be formally adopted/made following Council meeting on 20 May 2016.

### Neighbourhood Development Plans (NDP) in Herefordshire



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## Future Referendums

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Two plans have gained support from their local communities following referendums held on 14 April 2016. Eardisley Group gained an 82.2% positive vote and Staunton on Wye and District received 87.5%.

Currently 3 parishes are awaiting their referendums which are due to take place on the 7 July (Wellington, Fownhope, and Brimfield and Little Hereford). You may be aware that there has been a delay in holding referendums over the past two months, this is due to limited capacity within the Electoral Registration section whilst preparing and holding the Policy and Crime Commissioner election on 5 May and the EU referendum on 23 June. This has been a unique period, and it is our intention, in line with government guidelines, to hold referendums within a maximum 10 week period from the issuing of the 'decision statement' following the examiner's report.

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## Environmental Assessments

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As you will be aware it is a requirement for Neighbourhood Development Plans to be accompanied by a Habitats Regulations Assessment (HRA) and Strategic Environmental Assessment (SEA). These assessments need to be undertaken three times during the production of your plan;

- prior to the draft consultation (Reg14);
- the submission consultation (Reg16); and
- following the examination modifications.

Therefore due to the high volume of requests we are now receiving, there will now be a **4 week completion period** for these assessments to be undertaken. Once a request has been made to us, you will be given the target completion date that you can expect to receive your completed SEA and HRA reports by. Please take this into account when planning future timetables for any NDP consultations.

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## Role of the parish council and their steering groups

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The production of a Neighbourhood Development Plan is the responsibility of the 'qualifying body' – in all cases within Herefordshire, this is the parish council. Although many are using steering groups to assist in the detailed work, it remains the responsibility of the parish council to approve the document for consultation. This should be minuted within the PC meeting minutes and publicly available in the usual way.

**Please ensure that any plans which are being prepared for consultation at either draft/Reg14 or Submission/Reg16 have been approved by the parish council and are sent to Herefordshire Council from the parish council and not directly from a member of the Steering Group or planning consultant.**

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## Role of the parish council and their steering groups continued.

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It is advantageous for any parish council to have a term of reference with any steering group formed to prepare a neighbourhood plan on its behalf. Please refer to our Guidance Note 29 – Setting up a Steering Group and the model 'terms of reference' for further information.

Unfortunately it will delay the process if it cannot be demonstrated that plans have been approved by the 'qualifying body'/parish council.

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## Grant funding - April 2016/17

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The 2016/17 DCLG grant funding is now available. Parish and Town Councils can now claim up to £9,000 to help prepare their neighbourhood plans during the lifetime of the funding programme. Two successful grant drop in sessions were held in March and April which a number of parish councils took advantage of. If you need any further advice on completing the grant form, please contact Dave Tristram on [dtristram@herefordshire.gov.uk](mailto:dtristram@herefordshire.gov.uk)

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## Mineral and Waste call for sites

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As part of the early stages in the preparation of the Herefordshire Minerals and Waste Local Plan, Herefordshire Council's Strategic Planning team is undertaking a "call for sites" with the minerals and waste industry and landowners in the county. Any sites submitted as part of this process will be assessed in detail prior to inclusion within any draft Local Plan, which will itself be subject to consultation and engagement across the county. Although these strategic mineral and waste matters cannot be included within a neighbourhood plan, the preparation of this plan may be of relevance to your area.

Please see: <https://www.herefordshire.gov.uk/planning-and-building-control/planning-policy/minerals-and-waste-local-plan> for more information.

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## Staffing update

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Gemma Webster will be leaving the Neighbourhood Planning team at the end of May to join our Development Management team. We wish Gemma well in her new role dealing with planning applications. Those parishes who have been supported by Gemma to date will receive an email directly regarding their new support officer in due course.

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## Contact Details

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If you are interested in producing a Neighbourhood Development Plan, please contact the team:

 [neighbourhoodplanning@herefordshire.gov.uk](mailto:neighbourhoodplanning@herefordshire.gov.uk)

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