

Neighbourhood Planning

Application to designate a Neighbourhood Area



Town and Country Planning Act 1990
Neighbourhood Planning (General) Regulations 2012, (Amendments)
Regulations 2015 and 2016

Before completing this form, please read our Frequently Asked Questions document and the guidance notes below

Within South Cambridgeshire District only Parish Councils can apply for Neighbourhood Area designation. These will be the 'qualifying body' in this District – a term used in the regulations for Neighbourhood Planning. As the Local Planning Authority, South Cambridgeshire District Council (the Council) may need to undertake various periods of statutory consultation on your proposals.

Data Protection and Freedom of Information

Information in this form will be used solely for statutory Neighbourhood Planning consultations. Information, including names and contact information, will be available to view on the Council's website.

By submitting this response form you are agreeing to these conditions.

If you need help to complete this form please call 01954 713182 or email Neighbourhood.Planning@greatercambridgeplanning.org

Please complete this form using information and contact details we can publish on our website

1	Name of parish (or lead parish where there is more than one). Where there is no parish council in place to make this application, please contact the Council for assistance in applying to designate a Neighbourhood Forum	Heydon Parish
2	Address	Heydon Parish Council c/o Mrs Sally Walmesley – Clerk [Redacted]
3	Contact name & position	Steve Bucksey, Vice Chair HPC & Lead Councillor for Neighbourhood Plan
4	Telephone number	Steve Bucksey [Redacted]
5	E-mail	stevebuckseyheydonpc@gmail.com
6	Additional parish contact details If applicable, please list all parishes involved in this application and provide contact details for the clerks of each.	N/A

<p>7 Name of Neighbourhood Area In many cases this will reflect the name of the parish/es it covers</p>	<p>Heydon</p>
<p>8 Proposed Neighbourhood Area The parish boundary might provide a good basis for a Neighbourhood Area but this is not obligatory. You must state why you consider the boundary you have proposed appropriate for designation. Without this information, your application cannot be processed.</p> <p>Also, you must provide an Ordnance Survey Map showing clearly the boundary of the proposed Neighbourhood Area. Your application cannot be processed without a map. If you need help to prepare a map please contact Neighbourhood.Planning@scambbs.gov.uk or call 01954 713182</p>	<p>The proposed Neighbourhood Plan Area reflects the existing Heydon Parish Boundary as indicated on the attached OS map.</p> <p>This Neighbourhood Plan proposal is a natural progression from the Heydon Community Led Plan published in May 2022 which utilised the same boundary area.</p> <p>The parish of Heydon is centred around the village of Heydon and comprises a historic and thriving rural community set within the Southern Chalk Hills, the highest elevation topographical area in Cambridgeshire. The landscape setting within the parish boundary is a key feature of the village and contains a number of important historic elements including the prehistoric Icknield Way, Bran Ditch and other features indicating habitation through prehistory.</p> <p>The village is linked to neighbouring settlements of Chrishall and Great Chishill and the wider landscape by a network of footpaths.</p> <p>There are 102 houses in the village which has a current population of some 200 (2022).</p>
<p>9 Local publicity about your proposal to prepare a Neighbourhood Plan Please tell us what you have done so far to let your local community (e.g. residents, landowners, businesses) know you are considering preparing a Neighbourhood Plan for the proposed neighbourhood area. For example have you run public events, placed articles in the local press, made efforts to reach isolated residents?</p>	<p>The proposal was discussed, agreed and minuted at the February 2024 Parish Council meeting, and was published in the Heydon Parish Newsletter of Feb 2024. This confirmed the Council decision to progress initial work on a Neighbourhood Plan and information on the status of this relative to the CLP already produced. It is our intent to provide regular updates as we work up initial material and convene a formal consultation meeting with all village residents in May.</p> <p>The possibility of initiating a Neighbourhood Plan for Heydon was discussed as an option at the time of preparation of the Heydon Community Led Plan (CLP) and has been a topic further discussion within the Parish Council and more widely over the past few years. An early decision in the creation of the CLP was to use the process designated for the Neighbourhood Plan such that (if appropriate) the material could be used in development of the latter.</p> <p>Given the extensive previous work on the CLP, village residents have a level of familiarity with the objectives, rationale and concepts involved in village plan preparation and how they are engaged. The CLP consultation process included a Parish-wide survey, a commissioned landscape survey, several drop-in sessions to discuss issues, and take feedback, with further opportunities to discuss this, and finally further sessions to discuss resultant actions. These sessions were publicised and conducted in several modes (digital, face to face, paper fliers) in order to engage effectively.</p> <p>We believe a robust consultation model is already established in the village. It is worth noting that as a result of media enhancements which were outcomes of the CLP, we now have effective routine methods of communicating to the Parish employing varied communication media designed to reach all residents.</p>

10 Declaration

I/we hereby declare that this parish council is a constituted parish council and is the qualifying body to act in this context. Local contact information is enclosed and/or being sent electronically

Where relevant, please ensure all other parishes involved have signed this application form.
Continue on another sheet if necessary

Name: Sally Walmesley, Clerk to the Parish Council

Signature: [Redacted]

Parish (lead parish where there is more than one):

Heydon Parish

Date (dd/mm/yy): 27 February 2024

Name:

Signature:

Parish:

Date (dd/mm/yy):

Note – please read Guidance note 4 in our Planning Toolkit about ‘Getting a neighbourhood area designated’ before completing this form:

<https://www.greatercambridgeplanning.org/media/2299/neighbourhood-planning-toolkit-getting-a-neighbourhood-area-designated-december-2017.pdf>

Application for Neighbourhood Area designation

This is the first formal step in the development of a Neighbourhood Plan – a Neighbourhood Area must be designated before a Neighbourhood Plan can be developed. We recommend discussing your objectives with Council officers prior to completing this form, to ascertain whether this is the most appropriate vehicle for you and what support is available to develop your Plan. Working with neighbouring parishes with similar issues could reduce the workload and increase the pool of expertise and knowledge needed for the production of a Neighbourhood Plan.

Community engagement and consultation may need to take place before making an application to designate a Neighbourhood Area. Does the local community support the production of a Neighbourhood Plan? What are the issues as they see them? What Neighbourhood Area boundary options have they been given? Have they expressed a preference? Details of this community engagement should be detailed in Question 9.

Qualifying Body (sometimes referred to as the ‘relevant body’)

Applications must include a statement confirming that the parish council is the qualifying body.

Your application is not complete without this information.

Areas with no parish council

Parish meetings can either get involved with the Neighbourhood Planning in an adjoining parish or apply to the Council to be designated as a Neighbourhood Forum, which can prepare its own Plan. If you think this applies to you, please contact the Council for assistance.

Filling out the form

South Cambridgeshire District Council has prepared this form to make it simple to apply for Area Designation. The contact address used on this form should be the main contact for future communication on the Neighbourhood Plan. Please be aware when completing the form that the information given may need to be published online.

Map of the Area

If you need help to prepare a map showing the Neighbourhood Area please contact Neighbourhood.Planning@greatercambridgeplanning.org or call 01954 713182.

Your application is not complete without this information.

Checklist - have you...?

- Signed the declaration
- Included a map of the nominated Neighbourhood Area

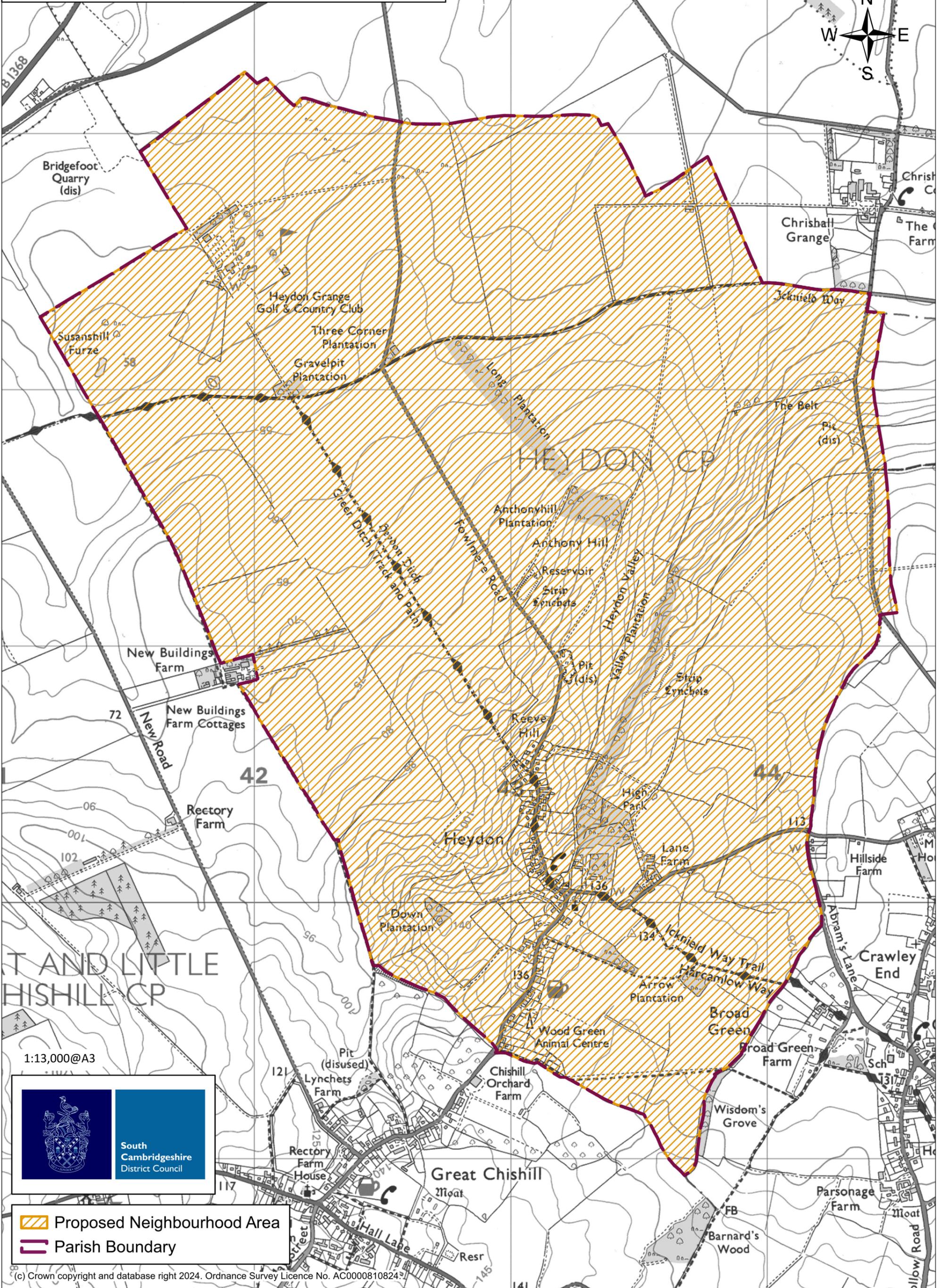
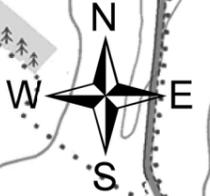
Completed forms should be returned**Via email**

neighbourhood.planning@greatercambridgeplanning.org

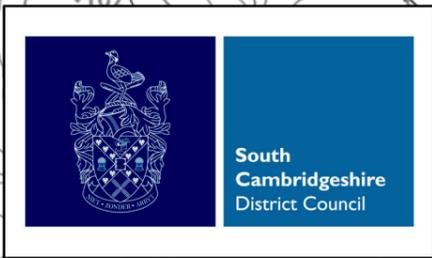
Or sent to –

Neighbourhood Planning
Planning Policy Team
Greater Cambridge Shared Planning Service
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridgeshire
CB23 6EA

Proposed Neighbourhood Area: Heydon



1:13,000@A3



-  Proposed Neighbourhood Area
-  Parish Boundary