

**Application to Designate a Neighbourhood Area
 Town and Country Planning Act 1990
 Neighbourhood Planning (General) Regulation 2012**

Publication of applications on the Carlisle City Council Website

Please note that the information provided on this application form may be published on the Authority's website. If you require any further clarification, please contact the Planning Policy Team.

	1. Parish Clerk Details	2. Additional Contact Details
Title		
First Name		
Last Name		
Address		
Postcode		
Telephone No.		
Email Address		

3. Relevant Body:

Please confirm that you are the relevant body to undertake neighbourhood planning in your area in accordance with section 61 G of the 1990 Act and section 5C of the 2012 Regulations.

Yes <input type="checkbox"/>	No <input type="checkbox"/>	Name of Parish	
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4. Name of Neighbourhood Area:

Please give the name by which your neighbourhood area will be formally known.

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5. Extent of the area:

Please indicate below and attach an OS plan showing the intended extent of the area.

Whole parish boundary:

Part of the parish:

Joint with neighbouring parish:

Please complete section 7 below if applying on behalf of joint parishes

Please describe below why you consider the extent of the neighbourhood area to be appropriate.

6. Intention of the neighbourhood area:

Please indicate which of the following you intend to undertake within your neighbourhood area.

Neighbourhood Development Plan:

Neighbourhood Development Order:

Community Right to Build Order:

7. Additional joint parish details:

If you are applying with an adjoining parish or parishes please give the clerk's details for each parish

8. Declaration

I/we hereby apply to designate a neighbourhood area as described on this form and the accompanying plan.

In the case of joint parish applications, names from each parish are required.

Name	Signature	Date

Guidance on Neighbourhood Area Application

The 'neighbourhood area' is the area to which a proposed Neighbourhood Development Plan or Neighbourhood Development Order will relate.

The expectation is that in most cases the neighbourhood area will follow the parish boundaries. However, a neighbourhood area can cover only part of a parish or joint neighbouring parishes.

If the proposed neighbourhood area covers more than one area, then agreement must be sought from each of the parish councils involved. Each of the parish councils should be represented on the neighbourhood planning steering group.

1. Parish clerks details

Please provide the details of the parish clerk of the relevant body undertaking neighbourhood planning.

2. Additional contact details

Please provide the key contact details for the steering group intending to undertake the production of the plan if this is not the parish clerk. The parish clerk will remain the principle contact as the representative of the relevant body (in accordance with the regulation).

3. Relevant body

Section 5 of the Neighbourhood Planning (General) Regulations and Section 61G of the Town and Country Planning Act 1990 states that only the relevant body can undertake neighbourhood planning within the area. In the case of this application, this will be the parish council. Please confirm that you are the parish council for the area that you are applying for. If it is a joint application please ensure that you add the relevant details of the relevant parish councils in section 7.

4. Name of the neighbourhood area

Please provide the name by which you would wish the neighbourhood area to be known.

5. Extent of the area

The expectation is that in most cases the neighbourhood area will follow the parish boundaries. However, a neighbourhood area can cover only part of a parish or include neighbouring parishes. The extent of the neighbourhood area should be shown on an OS plan with the area outlined in red. Please provide a statement to support why this area is considered appropriate to be designated as a neighbourhood area. This is especially important if it is not the full parish or includes neighbouring parishes.

6. Intention of neighbourhood area

Please indicate which measure you will prepare. Only one Neighbourhood Development Plan can be produced per neighbourhood area. Parishes can produce a plan and/or orders.

7. Additional joint parish details

If the proposed neighbourhood area covers more than one parish please give details of the parish clerks.

Determination of applications

In determining applications, Carlisle City Council will give regard to:

- the application being made by a relevant body;
- the desirability of designating the whole of the parish as a neighbourhood area;
- ensuring the application would not result in an overlapping neighbourhood area; and
- representations made during the 6 week consultation period;

Carlisle City Council may modify the application with the applicants consent if it is considered that the neighbourhood area is not appropriate. Details will be given if the application is not successful within the decision document. Notification of the decision will be published on the Authority's website and within the neighbourhood area.