

# **Designation of a Neighbourhood Area – Castle Cary and Ansford Parishes**

*Executive Portfolio Holder: Ric Pallister, Strategy and Policy*  
*Strategic Director: Rina Singh, Strategic Director, Place and Performance*  
*Assistant Director: Martin Woods, Assistant Director Economy*  
*Service Manager: Paul Wheatley, Principal Spatial Planner*  
*Lead Officer: Jo Wilkins, Policy Planner*  
*Contact Details: Jo.wilkins@southsomerset.gov.uk or (01935 462588)*

## **Purpose of the Report**

The purpose of this report is to seek the formal designation of Castle Cary and Ansford Parishes as a single Neighbourhood Area in accordance with The Neighbourhood Planning (General) Regulations 2012.

## **Public Interest**

Neighbourhood Plans were introduced by the Localism Act 2011 and the process for producing them is set out in 'The Neighbourhood Planning (General) Regulations 2012'. A Neighbourhood Plan is a community-led framework for guiding the future development, regeneration and conservation of a Parish (or group of parishes). It may contain a vision, aims, planning policies, proposals for improving the area or providing new facilities, or allocation of key sites for specific kinds of development. It can deal with a wide range of social, economic and environmental issues (such as housing, employment, heritage and transport) or it may focus on one or two key local issues only.

## **Recommendation(s)**

1. To designate the Civil Parishes of Castle Cary and Ansford as a Neighbourhood Area for the purposes of preparing a Neighbourhood Plan as set out in the Localism Act 2011.

## **2. Background**

2.1. Neighbourhood Plans were introduced by the Localism Act 2011 and the process for producing them is set out in 'The Neighbourhood Planning (General) Regulations 2012'.

2.2. At District Executive on 7 March 2013 members considered a report to seek their approval of the proposed approach to Neighbourhood Planning at South Somerset District Council and to inform them of the outcomes of the Town and Parish Council workshops held at the end of 2012. At the meeting the District Executive resolved to agree:

- the decision on designation of a neighbourhood area would be considered by District Executive Committee where:-
  - There are a significant number of businesses operating in the area;
  - The area overlaps with an existing neighbourhood area;
  - The community relies on a much wider population or facilities in a neighbouring area;
  - Local Plan allocations or directions for growth extend into the proposed area;

- There have been significant issues raised through the consultation process
  - that in all other instances the decision to approve a neighbourhood area would be delegated to the Assistant Director (Economy) in consultation with the relevant affected and adjacent Ward Members and Portfolio Holder.
- 2.3. On 9 February 2015 the 'Neighbourhood Planning (General) (Amendment) Regulations' came into force. They require Neighbourhood Areas (NA) to be designated within set time periods, which are:
1. Where a NA application falls across two or more LPA's the designation must be decided within 20 weeks of the date immediately following the date on which the application is first publicised. In cases such as this the consultation period is at least 6 weeks.
  2. Where the relevant body is the Parish Council and the application relates to the whole parish, the designation must be decided within 8 weeks from the date immediately following the date the application is first publicised. The consultation period in this instance is a minimum of 4 weeks.
  3. In all other cases the designation must be decided within 13 weeks from the date immediately following the date the application is first publicised. In cases such as this the consultation period is at least 6 weeks.

### **3. Castle Cary and Ansford's Application to be Designated a Neighbourhood Area**

- 3.1. Regulation 5 of The Neighbourhood Planning (General) Regulations 2012 requires that where a "relevant body" (i.e. the Parish or Town Council) makes an application to the Local Planning Authority (LPA) for designation of a neighbourhood area it must include the following:
  - A map showing the area the application relates to;
  - A statement explaining why it is appropriate to be designated a neighbourhood area;
  - A statement that the organisation making the application is a relevant body (for the purposes of section 61G of the Town and Country Planning Act 1990).
- 3.2. Castle Cary and Ansford provided SSDC with the required information in February 2015, and the Castle Cary and Ansford NA application was duly advertised for consultation from 12<sup>th</sup> March 2015 until 23<sup>rd</sup> April 2015. The Castle Cary and Ansford NA application documents are attached as Appendix A (this includes the map produced by SSDC).
- 3.3. The NA application was made by Castle Cary Town Council on behalf of themselves and Ansford Parish Council and relates to the whole area of both parishes; and therefore their application must be decided within 13 weeks, which is the 11<sup>th</sup> June 2015.
- 3.4. As the adopted Local Plan includes a Direction of Growth at Castle Cary in accordance with the process agreed in March 2013 this report is being brought to District Executive Committee to decide whether to designate the NA or not.
- 3.5. No representations were received during the consultation period for the proposed NA. For planning policy purposes the Local Plan combines Ansford/Castle Cary together as one Local Market Town (Policy SS1 and Inset Map 1) therefore it seems logical that any neighbourhood plan would combine both parishes.

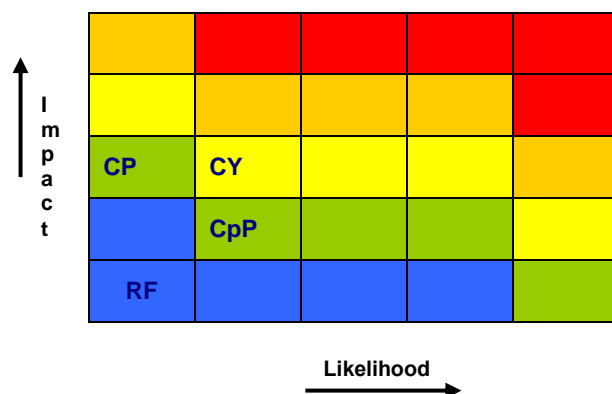
## 4. Next Steps

- 4.1. Once the decision has been made to designate a NA, the Local Planning Authority must publicise that information on their website and in any other manner they think is likely to bring the decision to the attention of the people who live and work in the application area. Castle Cary Town and Ansford Parish Councils would then resource and produce their neighbourhood plan and the LPA will provide support as per the statutory guidance set out in paragraph 15.2 of the March 2013 report to District Executive. In the event that an application should be refused the LPA would have to publish their reasons why and give details of where the decision documentation can be seen.

## 5. Financial Implications

- 5.1. During 2015/16 the LPA will be able to claim some funding from CLG to assist with the cost of supporting Neighbourhood Planning. Following designation of any neighbourhood area an initial £5,000 can be claimed (up to a maximum of 20 areas per year per LPA) in recognition of the officer time supporting and advising the community in taking forward a neighbourhood plan. A second payment of £5,000 will be made to the LPA when it publicises the neighbourhood plan prior to examination and finally a third payment of £20,000 will be made on successful completion of the neighbourhood planning examination to cover costs (not dependent on going to referendum).

## Risk Matrix



### Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

## Corporate Priority Implications

Focus Four: Health and Communities of the Council Plan – Our Plan – Your Future 2012 to 2015 includes the following action:

*Assist Queen Camel to complete their Neighbourhood Development plan and use the lessons from this pilot scheme to help other communities to develop their plans.*

The lessons learned from working with Queen Camel on their Neighbourhood Planning process can be applied when working with Castle Cary and Ansford where applicable.

### **Carbon Emissions and Climate Change Implications**

None

### **Equality and Diversity Implications**

It will be the responsibility of the Town/Parish Council to ensure that Equality considerations are embedded in the Neighbourhood Plan.

### **Background Papers**

Report to District Executive on Neighbourhood Plans, March 2013.

## Appendix A: Neighbourhood Area Application Documents



### Castle Cary Town Council

The Market House  
Market Place  
Castle Cary  
Somerset  
BA7 7AH  
Tel: 01963 359631  
Email: [castlecary.town@btconnect.com](mailto:castlecary.town@btconnect.com)  
[www.castle-cary.co.uk](http://www.castle-cary.co.uk)

Mr Paul Wheatley  
Head of Planning Policy  
SSDC

19<sup>th</sup> February 2015

Dear Mr Wheatley

#### Application for designation of Castle Cary and Ansford as a Neighbourhood Area

Castle Cary Town Council and Ansford Parish Council wish to apply for the area covered by the boundaries of the two councils to be designated by South Somerset District Council as a Neighbourhood Area.

I attach a map showing the area of designation.

The area is suitable to be designated as a Neighbourhood Area for the following reasons:

- It is treated as one settlement in SSDC planning policy documents
- It is recognisably one settlement in practice
- The two councils have formed a working group to develop a shared Neighbourhood Plan for Castle Cary and Ansford

Castle Cary Town Council is applying for designation on behalf of both councils and is a qualifying body as set out in the relevant statute.

We understand that there is a six-week consultation period and that South Somerset District Council will then issue a decision as to whether to designate the Neighbourhood Area as requested.

Please let me know if require any further information.

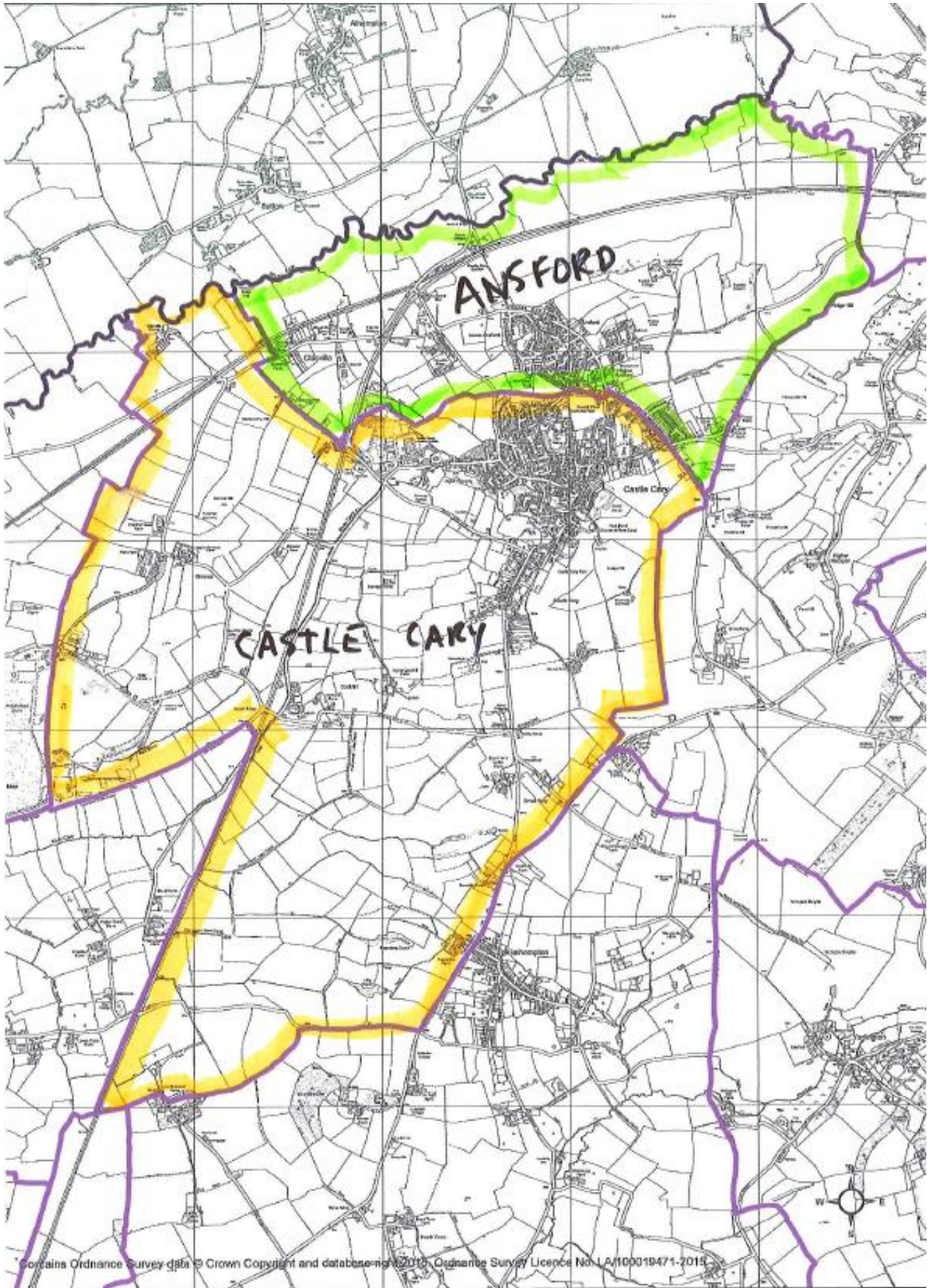
Yours sincerely

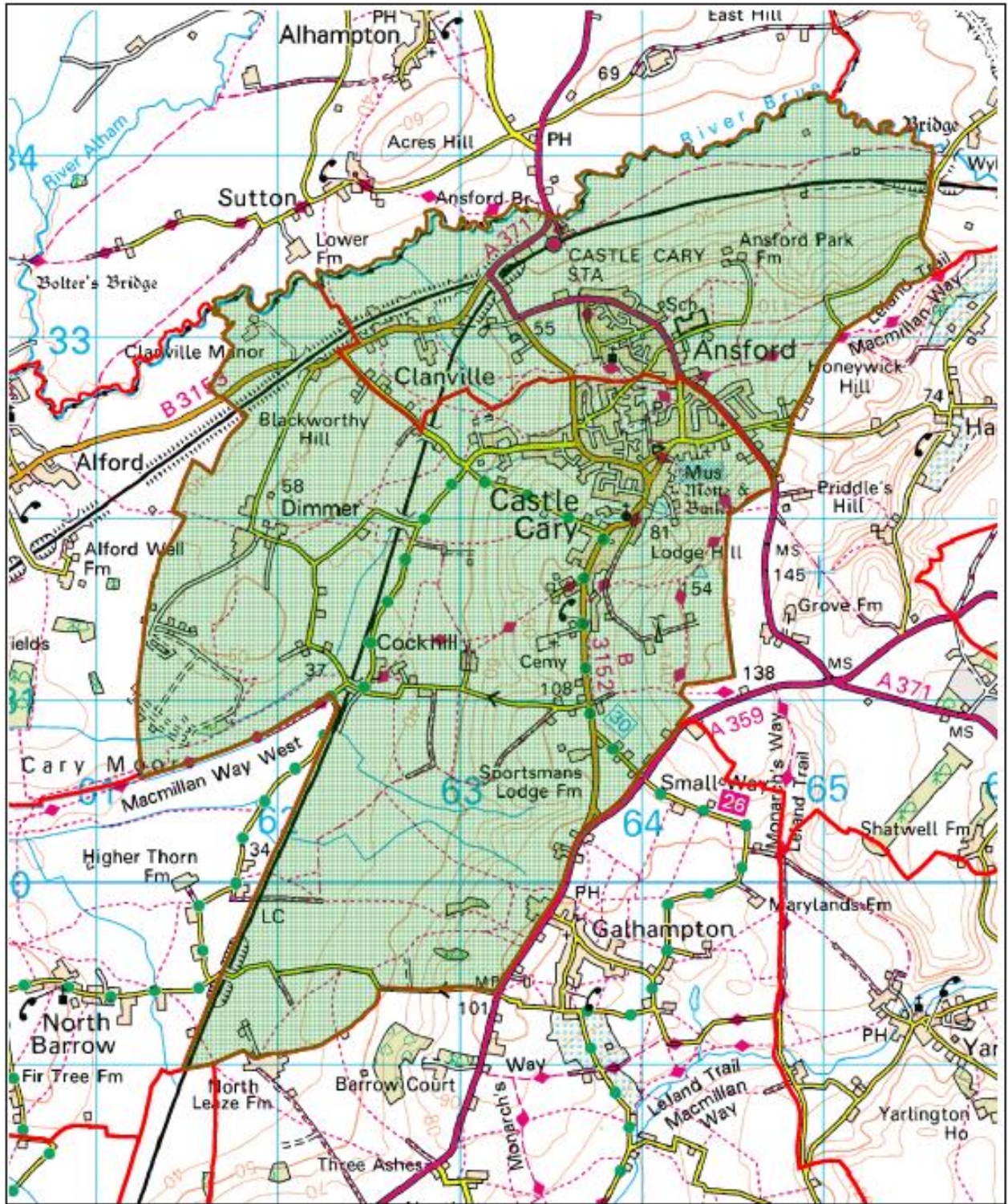
*Elizabeth Stokes*

Mrs Elizabeth Stokes  
Chair, Castle Cary Town Council

CC Mr David Elson, Chair, Ansford Parish Council







Name of neighbourhood area: Castle Cary and Ansford Proposed Neighbourhood Area

1:10,000

Area application date: February 2015

Organisation who made the application: Castle Cary Town Council and Ansford Parish Council



■ Proposed Neighbourhood Area  
- - - Parish Boundaries



This map is published as an information document only. It is not a legal document. It is not intended to be used as a legal document. It is not intended to be used as a legal document. It is not intended to be used as a legal document.