



**DECISION TO  
DESIGNATE THE WHOLE  
OF LITTLE MARLOW  
PARISH A  
NEIGHBOURHOOD  
AREA**

Date: 18/09/2023



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1.1 The purpose of this report is to consider the request to designate the whole of Little Marlow Parish as a Neighbourhood Area.

## **Recommendation**

1.2 That the Planning Policy Team Leader uses their delegated powers to declare that the whole of the Little Marlow Parish be designated as a Neighbourhood Area in accordance with Regulation 5A of The Neighbourhood Planning (General) Regulations 2012 as amended.

## **Background**

1.3 On the 21 July 2023, Little Marlow Parish Council submitted a Neighbourhood Area Application requesting that the whole of its parish area be designated as a Neighbourhood Area.

1.4 Little Marlow Parish Council's application was submitted in accordance with Regulation 5A that was inserted into the 2012 Neighbourhood Planning Regulations (1) by amended regulations which came into force on the 1st October 2016 (2).

1.5 The effect of Regulation 5A is that, if a parish council submits a Neighbourhood Area Application that requests that the whole of its parish area is designated a Neighbourhood Area, the Local Planning Authority (Buckinghamshire Council) must use its powers under the Act<sup>3</sup> to designate the whole of the parish area as a Neighbourhood Area.

1.6 The regulations also state that, where a parish has submitted a Neighbourhood Area application to include the whole of its parish area, the Local Planning Authority is not required to consult or publicise the Neighbourhood Area Application. Therefore, Buckinghamshire Council does not need to carry out any publicity of the Neighbourhood Area Application in advance of the Neighbourhood Area being designated.

## **Next Steps**

1.7 Following designation of the Neighbourhood Area, and in accordance with Regulation 7 of the 2012 Regulations, the Local Planning Authority must publicise the Neighbourhood Area Designation on its website and in any other way they consider would let people who live, work or carry out business in the neighbourhood area that the area has been designated.

1.8 The published information should include the name of the neighbourhood area; a map which identifies the area; and the name of the relevant body who applied for the designation.

1.9 In terms of notification, in addition to the website, the Buckinghamshire Council procedure note advises that the Director of Planning and Environment, the Head of Planning and Development and the Head of Planning Policy and Compliance be advised of the designation together with Development Management Team Leaders in the relevant development management team.

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<sup>1</sup> The Neighbourhood Planning (General) Regulations 2012

<sup>2</sup> The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016

2.0 Notification of the designation is also sent to the Portfolio Holder for Planning and Regeneration and relevant Council ward members in the area covered by the Neighbourhood Area Designation.

2.1 Little Marlow Parish Council will be advised of the designation and invited to publicise the decision on their own website and on local notice boards throughout the designated area.

### **What designating a Neighbourhood Area Means**

2.2 In most cases, the designation of a Neighbourhood Area is in relation to the proposal to create a neighbourhood plan for the area. Before a neighbourhood plan can be produced for an area, there must be a designated neighbourhood area in place. In this case it means that Little Marlow Parish Council can now go on to produce a neighbourhood plan for their area.

### **Financial and Legal Implications**

2.3 Financial – There are no significant costs, other than officer time, involved in the designation of a neighbourhood Area. Potentially there may be some postage costs if it is necessary to notify anyone by post of the neighbourhood area designation. Councils can receive grants from government for the designation of a neighbourhood area, however this is limited to five per council area and Buckinghamshire Council has already exceeded this limit. Further grant funding is available should a neighbourhood plan pass an examination, and the Council determines that the plan should proceed to a referendum. This grant is available per neighbourhood plan. However, it should be kept in mind that the Government could amend the neighbourhood grants scheme or end the grants at any time.

2.4 Legal – The Council is legally required to designate a neighbourhood area where a valid application has been made by a Parish Council (Little Marlow Parish Council in this case) for a neighbourhood area covering the whole of its parish area.

## **Delegated authority**

**Part I Section 2 (Scheme of Delegation to Officers) Para 2.21 of Buckinghamshire Council's Constitution authorises the Director of Planning and Environment to determine all decisions relating to neighbourhood planning. The Director of Planning and Environment has further delegated authority to the Head of Planning Policy and Compliance, the Planning Policy Manager and Planning Policy Team Leaders to make decisions relating to neighbourhood planning in a note dated August 9th 2021 titled 'Non-Financial Delegations to Officers'; 'Relating to Planning and Development Management'.**

## **Exercise of Delegated Authority**

I, Chris Schmidt-Reid – Tema Leader Planning Policy on behalf of Steve Bambrick, Director of Planning and Environment on 19<sup>th</sup> September 2023 agree the above recommendation.

Signed: 

Dated: 19.09.2023

**Chris Schmidt-Reid Planning Policy Team Leader on behalf of Steve Bambrick**

**Director of Planning and Environment.**

## **Background papers**

Little Marlow Parish Council Neighbourhood Area application letter

Proposed Neighbourhood Area Map.

# LITTLE MARLOW PARISH COUNCIL

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21st July 2023

## Neighbourhood Planning Team

### Buckinghamshire Council

By email: [neighbourhoodplanning@buckinghamshire.gov.uk](mailto:neighbourhoodplanning@buckinghamshire.gov.uk)  
[rachael.riach@buckinghamshire.gov.uk](mailto:rachael.riach@buckinghamshire.gov.uk)

Dear Neighbourhood Planning Team,

### Application for Designation of a Neighbourhood Area

Little Marlow Parish Council wish to apply for the designation of the Parish of Little Marlow as a Neighbourhood Area with the intention to develop a Neighbourhood Plan as defined by the Neighbourhood Planning (General) Regulations 2012.

Our application was approved at our last Parish Council meeting on 18th July 2023. Meeting Minute Reference:2539/23/8.5.i.

Little Marlow Parish Council is a relevant body as defined by the Town and Country Planning Act 1990 section 61G. The Neighbourhood Area is to incorporate the entire parish area (as shown on the map attached). Little Marlow Parish Council intend to keep the Planning Authority updated on the Neighbourhood Plan's progression throughout its process.

### Statement in Support of a Neighbourhood Area

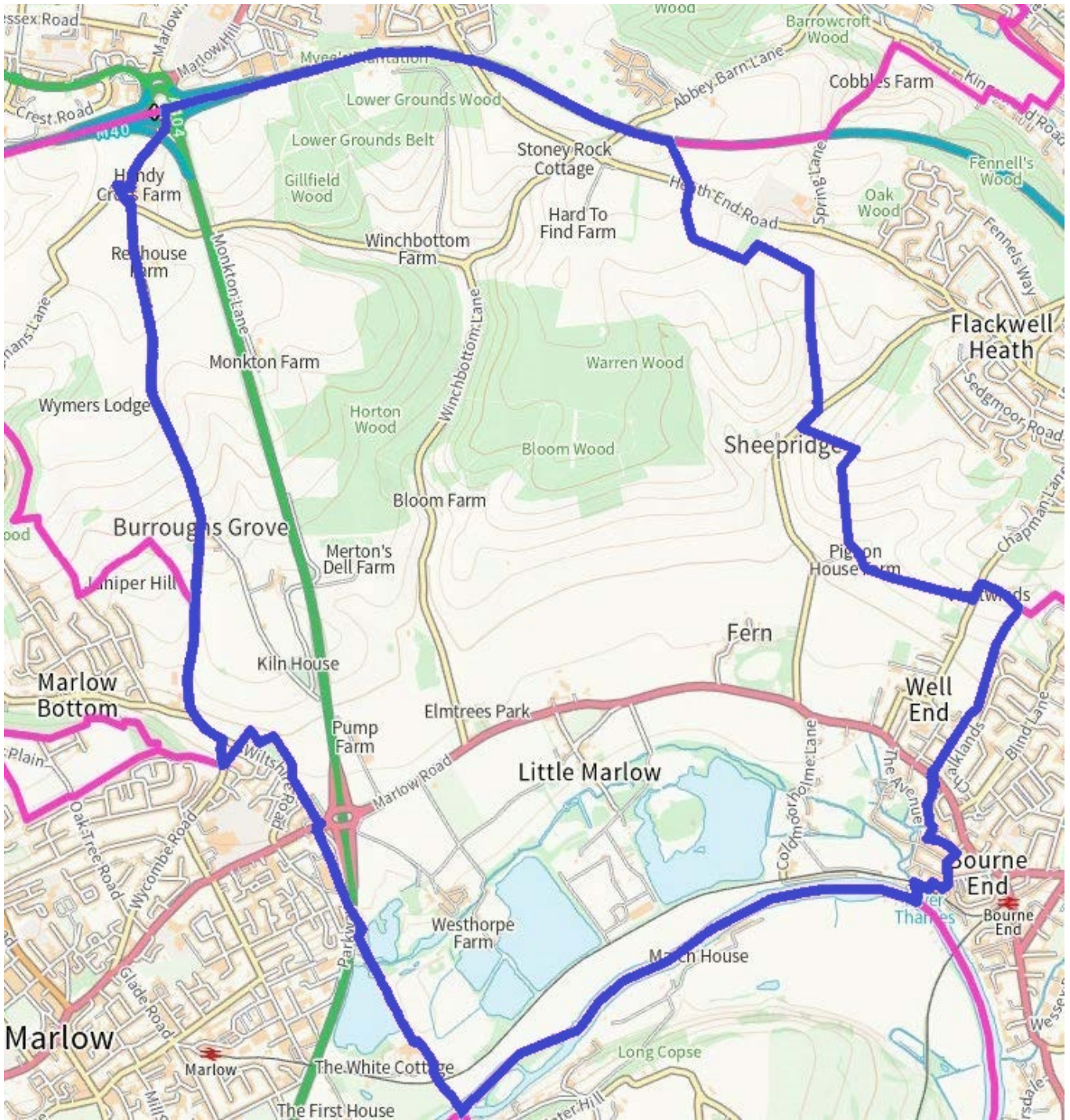
The Parish of Little Marlow comprises 1,350 hectares of mainly farmland rising from the Thames-side meadows to the broadleaf woodland just south of the M40 motorway. Most of the Parish is within the Green Belt and forms part of the Chilterns Area of Outstanding Natural Beauty.

The main village is a Conservation Area, containing the 12<sup>th</sup> century church of St John the Baptist, the adjoining Manor House and a number of listed buildings. The former gravel pits, now lakes, to the south of the Parish are used for a range of purposes, with some popular for outdoor swimming, fishing and watersports, whilst others are notable for their wildlife and particularly bird populations.

From the 2021 census, we know that there are just over 600 dwellings in the Parish, housing a community of approximately 1460 people. Many of these dwellings are located in the south of the Parish in the settlements of Abbotsbrook, Well End, Fern, Westhorpe and the village of Little Marlow, but the Parish also encompasses the hamlets of Handycross, Sheepridge and Pump Lane North.

Within the Parish there are two schools, two village halls, a cemetery, cricket field, athletics track, sailing club, playground, allotments, a public carpark, a number of shops and several public houses. Each of the village halls operates a preschool and activities for both young and older members of the community. A village fete is held at the recreation ground each summer.

The Parish Council is responsible for providing many essential services for its residents and believes it is in the best interest of the Little Marlow community that the Parish is designated as a Neighbourhood Area, in order to work with residents to develop a plan that best suits the community's existing and future needs.



Little Marlow Parish Council look forward to hearing from you.

Yours sincerely,

*Jo Murray*

**Jo Murray, Parish Clerk  
On behalf of Little Marlow Parish Council**