

Ms R Marston
Clerk to Spofforth w Stockeld PC
Sent by email

Our ref: Spofforth/ Designation
Your ref:
Date: 2 February 2018

Dear Shirley Fawcett,

SPOFFORTH WITH STOCKELD NEIGHBOURHOOD AREA DESIGNATION

I am writing to formally notify you that the Spofforth with Stockeld Neighbourhood Area was designated on 24th January 2018. The Borough Council is now required to advertise this in accordance with the Regulations. We will therefore issue a press release covering the designation and we have updated our Neighbourhood Planning section of the web site to include Spofforth with Stockeld and included a link to your web site (www.spofforthvillage.org.uk). This can be viewed at www.harrogate.gov.uk/neighbourhoodplanning.

An important first step in the preparation of a neighbourhood plan is to prepare a project plan. We adopt a similar process for our planning work and have found it invaluable in identifying key stages, actions and a timetable for work. It also helps to identify evidence base requirements, available resources, costs, and responsibilities. Having an understanding of your programme for the plan will also help us to fulfil our duty to provide you with support and advice, to programme key stages, where we have responsibilities, into our work programme and to discuss issues which impact on the work of other council teams such as referendum arrangements.

Now that the Neighbourhood Area has been designated the Borough Council is legally required to provide support and advice during the preparation of the neighbourhood plan. This could include:

- making available data for the evidence base, including the evidence underpinning the Harrogate District Local Plan Publication Draft;
- attending meetings, as appropriate, with the qualifying body and it's neighbourhood plan team;
- setting out local strategic policies in the adopted Local Plan/emerging Draft Plan;
- highlighting national policies which will need to be considered;
- providing advice on the legal requirements for neighbourhood planning under the Town and Country Planning Act 1990 (as amended by the Localism Act);
- providing advice on general planning matters;
- sharing information on key contacts and stakeholders;
- checking the plan prior to formal submission (development management and policy teams/other Council departments);
- providing advice on who needs to be consulted, especially in order to help the draft proposals meet the basic conditions (such as compatibility with EU obligations);
- providing technical support, such as assistance with the creation of a Policies Map; and

- screening the emerging neighbourhood plan for Strategic Environmental Assessment (SEA) or Habitat Regulations Assessment (HRA).

The Duty to support does not include financial support from the Council. However I would urge you to visit the locality web site at [My Community website](#) which gives details of how you can apply for a Neighbourhood Planning Grant and other support in addition to that which the Council can provide.

The preparation of a Neighbourhood Plan for Spofforth with Stockeld presents a real opportunity for the local community to influence the future development of their area. I look forward to meeting the Neighbourhood Plan steering group soon.

Yours sincerely

Liz Payne

Planner (Policy)

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