



APPLICATION FORM TO DESIGNATE A NEIGHBOURHOOD AREA

In East Cambridgeshire, only Parish Councils can make an application to designate a Neighbourhood Area. Please complete all fields in this form. Incorrect information will delay the processing of your application. For more general information on Neighbourhood Planning, please see our website. Once complete, please return the completed form to the District Council using one of the below methods. This form will be made public once submitted, and be subject to consultation.

By Email:	planningpolicy@eastcambs.gov.uk
By Post:	Strategic Planning Team, East Cambs District Council, The Grange, Nutholt Lane, Ely, Cambs, CB7 4EE

NEIGHBOURHOOD AREA DETAILS

Area Name (this could match the Parish Council name, or could be the name of a settlement):	
Parishes included in area (this is likely to be just one parish, but could be more):	

APPLICANT'S DETAILS

Name:		Address:	
Organisation:			
Email:			
Telephone:		Postcode:	
Signature:		Date:	

SUBMISSION REQUIREMENTS

The following items must be submitted alongside this application form:

Map of the proposed neighbourhood area	<p>Please include a map with this application that identifies the area to which the neighbourhood area application relates. The map should be at an identified standard metric scale, on an Ordnance Survey base, showing the boundary of the area and the direction north. Please contact us if you need help producing a map.</p> <p>Map Enclosed: Yes..... No.....</p>
Justification Statement	<p>Please explain why your proposed neighbourhood area is considered appropriate to be designated as a neighbourhood area. If the area matches a parish boundary, then simply stating as much is likely to be sufficient (though feel free to say more if you wish). If the area does not match a parish boundary (e.g. it covers only part of a parish, or extends into more than one parish), then please provide a statement explaining why you consider this to be appropriate:</p>
Qualifying Criteria Statement	<p>Please confirm that you are a Parish Council:</p> <p>Yes..... No.....</p> <p>(Note: if you answer 'no', it is unlikely that you will be able to proceed with this application. Please contact us for details.)</p>

Please ensure that you have signed and dated the front of this form and included the map of the proposed neighbourhood area with your application.