

Committee: Cabinet

Date: Thursday, 9
October 2025

Title: Littlebury Neighbourhood Plan Area
Designation Application

**Portfolio
Holder:** Councillor John Evans, Portfolio Holder for
Planning

**Report
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Officer

Key decision: No

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Summary

1. The Council has received an application from Littlebury Parish Council for the designation of a Neighbourhood Plan Area.
2. In accordance with The Neighbourhood Planning (General) Regulations (Amended 2015 and 2016) the application is for the whole Littlebury Parish area and the Council is required to designate the specified area as a neighbourhood area.

Recommendations

3. Cabinet is recommended to:
 - a. To designate the Parish of Littlebury as a Neighbourhood Development Plan Area.
4. The proposed neighbourhood area as submitted (Appendix 2) includes all Littlebury Parish Council's administrative area and should be supported and adopted as the Littlebury Neighbourhood Development Plan Area.

Financial Implications

5. There is no direct financial support available for smaller villages such Littlebury. However, support in kind e.g. planning policy officer time to undertake specific tasks together with RCCE's support that is paid for by the Council will be available to support smaller villages undertaking neighbourhood planning.

Background Papers

6. None

Impact

- 7.

Communication/Consultation	No consultation is required as per regulation 5A of the Neighbourhood Planning (General) and Development Management Procedure (Amendment Regulations 2016).
Community Safety	None
Equalities	None
Health and Safety	None
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	Littlebury Parish
Workforce/Workplace	None

Situation

8. The Council received an application from Littlebury Parish Council for the designation of a Neighbourhood Development Plan Area on 13 May 2025. This request was made under Section 5-7 of The Neighbourhood Planning (General) Regulations 2012 (as Amended 2015 and 2016).
9. No consultation is required as per regulation 5A of the Neighbourhood Planning (General) and Development Management Procedure (Amendment Regulations 2016 but the Designation Decision is required to be published on the Council website.
10. The application includes the requisite map relating to the parish, a statement explaining why the area is considered appropriate for designation as a neighbourhood area and a statement confirming that the application has been made by a relevant body i.e., Parish Council in this case ([see Appendix 1](#)).
11. The Parish Council has confirmed that the proposed Neighbourhood Plan Area is contiguous with the Parish Boundary of Littlebury Parish Council ([see Appendix 2](#)). The Parish Council consider that this is the appropriate area to be designated as it is the area administered by Littlebury Parish Council.
12. As the application is for the entirety of the parish council area, with no part falling outside the parish boundary, the Council is obliged to approve the proposed "neighbourhood area" for the purposes of a neighbourhood plan. (Regulation 5A (1), Neighbourhood Planning (General) Regulations 2012).
13. At this stage no ideas have been developed about the type of policies which the Plan would include. However, this would be led by the Parish Council and their public consultation. To be accepted the Neighbourhood Development

Plan will need to be in general conformity with the strategic policies contained in the District Local Plan in force at the time, have regard to national policies and advice contained in guidance issued by the Secretary of State, contribute to the achievement of sustainable development and does not breach, and is otherwise compatible with EU obligations.

Risk Analysis

14.

Risk	Likelihood	Impact	Mitigating actions
2.- Funding process	2 - Some risk	2- non progression of NP	Parish precept already set aside to cover NP costs

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.