

Netherton & South Crosland Neighbourhood Forum Plan

Application to designate a Neighbourhood Area.

Contents:

- Formal Application Letter to Chief Executive of Kirklees MBC requesting designation of a Neighbourhood Area.
- A statement explaining why this area is considered appropriate to be designated as a Neighbourhood Area and group intent.
- A Statement that the organisation making the application is relevant / and or qualifying body for the purpose of 61G of the 1990 Act as amended by the Localism Act 2013.
- Appendix 1 – Netherton and South Crosland Forum Membership.
- Appendix 2 – Netherton & South Crosland Neighbourhood Forum Constitution and membership

A copy of the proposed Neighbourhood Area has also been provided to Kirklees Council for digitisation to be publicised as part of the application.

Contact Details:

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Or by post to:
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Civic Centre 3
Market Street
Huddersfield HD1 2JR

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Formal Application Letter to Chief Executive of Kirklees Council requesting designation of a Neighbourhood Area.

Jacqui Gedman
Chief Executive
PO Box B24 Civic Centre 3
Market Street
Huddersfield
HD1 1WG

03.10.2020

Dear Ms Gedman

Town & Country Planning Act 1990 The Neighbourhood Planning (General) Regulation 2012

We are writing to you to request the designation of a Neighbourhood Area under Section 61 of the above Act. This application is made by the prospective Netherton & South Crosland Neighbourhood Forum Plan Committee, which is capable of being a qualifying body within the terms of Section 61.

The prospective Neighbourhood Forum Plan Committee is comprised of 21 or more people living, working or acting as elected members in the area. The membership is drawn from different places in the area and different sections of the community.

Attached to this letter are details to support our application.

Appendix 1 to this document shows those people who have, as of this date, volunteered to be a member of the Neighbourhood Forum Committee. All of those who have volunteered to be on the committee either live or work in the defined area. The membership of the committee comprises people of a variety of ages and experience. They include both current employed, self-employed, unemployed and retired residents. There is a wide range of employment experience from teachers, business owners, property managers, receptionists, homemakers to media workers. All have in common an active interest in improving our local community.

Not included in Appendix 1 are the duly elected Ward Councillors who all have a seat on the committee in line with statutory requirements. This application has been given a letter of recommendation from Cllr Erin Hill, which is included within our application.

Our Committee members have been informed of the implications and requirements of the Neighbourhood Plan and have willingly accepted involvement. We feel that the commitment of our members and the diverse knowledge, experience and professionalism is comprehensive to engage with the requirements of the Kirklees Local Plan.

There is a written constitution for the Neighbourhood Forum's formation, Appendix 2.

Having considered the options for the Neighbourhood Area, we envisage the area indicated on the Netherton and South Crosland Neighbourhood Area map to be designated.

This area is based on the current Netherton & South Crosland & Ward Boundaries and runs up to and including geographically ***the boundary with Honley Parish Council to the South,

and Meltham Town Council the West. From Nopper Road as the North Western border, and the Southern side of Blackmoorfoot Lane in an Easterly direction, along to Thewlis Lane as the North Eastern border. South down Thewlis Lane which becomes Nether Moor Road to the border with Round Wood. East to incorporate the Northern boundary of Round Wood, Butter Nab Spring and Delves Wood, meeting at Butternab Road. Continuing south down Butternab Road to meet at the Eastern Boundary, which is the Newsome Ward Community area. This boundary forms the Eastern boundary of Netherton & South Crosland Forum area, which then joins with Holme Valley Parish Council*** It contains within it several areas which are currently recognised by the local population as 'Netherton & South Crosland Neighbourhood' areas.

We ask for formal recognition of our group as an organisation dedicated to sustain and improve the local Netherton & South Crosland area and immediate neighbourhood within the remit of the Localism Act and to further the formation of the Kirklees Local Plan.

Yours faithfully

Rachel Hunter, Chair Netherton and South Crosland Neighbourhood Forum

Supporting Evidence for the Netherton and South Crosland Neighbourhood Forum and Neighbourhood Area Applications

The designated area for a Neighbourhood Plan & the group intent

The name of the group shall be the ' Netherton & South Crosland Neighbourhood Forum' [the Forum]. It is in the interest of our community & local area to create a Neighbourhood Plan to sustain the quality of community and setting, to enhance the 'sense of place & provide a nearness to need' for Netherton & South Crosland.

A Neighbourhood Plan group/forum can by working in consultation with interested parties including:

Kirklees Borough - Environmental Department and it's officers

Key civic bodies - schools, community and healthcare providers

Residents - homeowners, community groups, sports clubs, interest groups

Businesses - established employers and prospective inward investing companies

Environmental groups

Landowners - Residents, Agricultural, Development, civic and community groups

The area in which the Forum will pursue its objects is broadly the Netherton & South Crosland Neighbourhood Area, area & Ward Boundaries and runs up to and including the areas described above. The boundaries have been decided by the borders with other parish, town and neighbourhood forums to the East, South and West. To the North the clearest boundary marker defined by a continuous physical characteristic is Blackmoorfoot Road. There is no other continuous physical boundary which is suitable for the purposes of defining the Northern Boundary.

This Northern Boundary has been discussed with other individuals who are part of the Netherton Community Engagement project group. Whilst we feel that the boundary as defined above does extend further North than may be necessary, without a more clearly defined physical border, there are no other options which will include the entirety of the Netherton and South Crosland area. This is the greater area to be designated by Kirklees Council for which the Forum will produce a Neighbourhood Plan.

The purpose of the Netherton & South Crosland Neighbourhood Forum is:

To prepare a Neighbourhood Development Plan for the Netherton & South Crosland as defined by the Localism Act 2011

To promote or improve the social, economic and environmental well-being of the Netherton & South Crosland area

To promote and protect our green spaces, to enhance our walking and cycling routes, and foster and grow our links with our neighbouring towns and villages

To restore our local heritage, such as the iconic lamppost, which has fallen into disrepair, and seek a return of a red telephone box of Moor Lane.

To create, promote, and sustain local groups for the betterment of our village community, for example, local horticultural groups to help with 'Netherton in Bloom'. Explore new initiatives, for example: to grow and trade vegetables, herbs and other items within the village

Any other benefit for the community to improve the amenity of Netherton & South Crosland by appropriate purpose agreed by the Forum within the remit of Localism Act 2011

To seek funding for local schemes, with the aim of regenerating and/or protecting our village and surrounding countryside and woodland, for example The Greenway

This also will include taking the National Planning Framework into consideration.
The Forum will:

'Propose to foster, promote and seek to achieve sustainable and low-carbon development under the Local Plan, to assist meeting new commercial, community and housing needs embodied within the Local Plan.

The Forum will endeavour to fulfil all civic responsibilities while ensuring any new development within the Forum area will provide for current need and future generations. This is to provide for a viable economic future and promote a socially inclusive community.

All development will respect and protect the outstanding quality of our landscape, open space, rural, woodland and urban areas, the proposal is to enhance the valued heritage of the area.

The essential aims of the Neighbourhood Development Plan will be as follows:
Spatial and Development Principles

- To ensure that the area continues to be a vibrant, pleasant, sustainable and safe place in which to live, with facilities that meet the needs and aspirations of the people who live and work there.
- To assess and respond to the spatial issues and opportunities of the whole Neighbourhood Plan area.
- To encourage the sequential use of Brownfield sites before Greenfield and Green Belt sites.
- To continue to promote sustainable access with a transport framework to/from and within the area.

Economic - the Forum seeks:

- To ensure that the area maintains the ability to support local commercial & rural business needs and requirements.

Social - the Forum seeks:

- Ensuring housing meets the needs of all sections of the community. To build high quality environmentally responsible accommodation within easy walking distance and access to services, including schools, medical centres & civic facilities, shops, business and local transport. Endeavouring to serve the local community, not the wider region of West Yorkshire.
- To ensure that affordable housing is built fit for purpose, addressing local needs.
- To ensure that all development, as identified in the Local Plan, is provided in the right location, preserving open space, local character and quality of design, materials and context and in sympathy with the area's rural aspect and heritage.
- To ensure that the infrastructure is developed to meet the needs of the community, supporting the civic requirements of residents within the educational, health, leisure, and heritage sectors and to encourage and identify opportunities for development to sustain the local area of Netherton & South Crosland for future generations - the Forum is to support development and growth to improve the local area within the remit of the Local Plan.

Environmental - the Forum seeks:

- To maintain and protect the natural environment as well as the availability of open green spaces, public access whilst preserving and improving the character and quality of Netherton & South Crosland
- To seek and encourage development which is sustainable, fosters environmental respect, develops exemplary solutions to new developments that improve the environment
- To protect and enhance the heritage & historic environment, buildings, ancient woodlands and settings – to support the use of conservation legislation to protect the existing built and landscape environment.

The membership and focus of the Forum

Effective Process - the Forum seek:

- To maintain a continuing dialogue between the **Residents Associations**, the community, key local community & business partners, local organisations, construction/developers and the local Planning Authority.
- The Neighbourhood Plan should respond to and meet the future aspirations of all the community.
- Statement of why this group is capable of being a 'qualifying body' for the purpose of a Neighbourhood Development Plan. Section 61G ss2a of the Town and Country Planning Act 1990, (as amended by the localism Act 2012) states that a qualifying body must ensure:-

"It is established for the express purpose of prompting or improving the social, economic and environmental wellbeing of an area that consists of or includes the neighbourhood area concerned."

"That the membership of the group must be open to; individuals who live in the neighbourhood; individuals who work there and elected members of the Kirklees Council whose Ward falls within the area."

"Must include a minimum of 21 individuals each of whom either: live in the area, works there or is an elected member of the Kirklees Council whose Ward falls within the area."

This Forum group is formed by a group of individuals who wish to improve their area and make it a sustainable place to live, we have local experience, members who have lived in family groups locally for generations, developing a wealth of local knowledge. We also include professionals with professional civic, development and planning backgrounds.

All of those who have volunteered to be part of the Forum, either live or work in the defined area. The membership of the committee comprises of people from a variety of ages and experience. They include employed, self-employed, unemployed and retired residents.

A full membership list is at Appendix 1. While this list shows current membership, it does not preclude others from joining at a later date.

"The group must have a written constitution." Our constitution can be found in Appendix 2.

Appendix 1

Netherton and South Crosland Community Forum membership

Chair: Rachel Hunter

Secretary: tbc

Vice Chair: tbc

Treasurer: tbc

Members:

- Rachel Hunter
- John Hunter
- Ian Wright
- Craig Scargill
- Anne Armstrong
- Andrea Fanchette
- Paul Armstrong
- Jodie Woodhead
- Tony Hodgkinson
- Claire Magson
- Didier Fanchette
- Steve Bolton
- Dave Neaverson
- Louisa Day-Smith
- Gary Cooling
- Chris Wilkinson
- Barbara Ho
- Charles Rapley
- Diana Rapley
- Mark Armitage
- John Paul Kasznicki
- Andy Gledhill
- Matthew Thompson

- Alison Brown
- Claire Williams
- Charlotte Thompson
- Sue Milner
- Tim Milner
- Rodney Kaye
- Sandra Kaye

Appendix 2 Netherton & South Crosland NEIGHBOURHOOD FORUM Constitution 03.10.2020

A - Mission

The Netherton & South Crosland Neighbourhood Forum gives our community the best opportunity to improve and influence any future development in Netherton & South Crosland.

How will the Netherton & South Crosland Neighbourhood Forum work?

By the creation of our own Neighbourhood Plan which will ensure that we get the right types of development, in the right places, for our community.

What the Neighbourhood Plan will cover

The Neighbourhood Plan will define:

- Where any new housing would best be placed to suit Netherton & South Crosland
- What infrastructure is needed to support any developments, such as highways improvements, transport system, schools, health services, employment and retail opportunities
- Preserving our rural, green, open spaces for our future generations.

Why do we need a Neighbourhood Plan?

The Kirklees Council Local Plan determining the development needs of the whole district was adopted on 27th February 2019. By forming the 'Netherton & South Crosland Neighbourhood Forum', our community will be given the power to have a distinct influence on Netherton & South Crosland's future. This is because, once designed and approved, the resultant Neighbourhood Plan will become part of the Kirklees Statutory Development plan.

B - Neighbourhood Forum Constitution 03.10.2020*

Name: The name of the Forum shall be the **Netherton & South Crosland Neighbourhood Forum** (the Forum).

Area of

Benefit: The area in which the Forum will pursue its objectives is the **Netherton & South Crosland** Neighbourhood Area, which is the area designated by Kirklees Council for which the Forum will produce a Neighbourhood Plan.

Objects: The purpose of the Netherton & South Crosland Neighbourhood Forum is:

To prepare a Neighbourhood Development Plan for the Netherton & South Crosland area as defined by the Localism Act 2011

To promote or improve the social, economic and environmental well-being of the Netherton & South Crosland area

Any other benefit for the community to improve the amenity of Netherton & South Crosland by appropriate purpose agreed by the Forum within the remit of Localism Act 2011.

** Note - This wording is contained in the Act and has to be used in the constitution. In some instances, the Forum could also have the purpose of promoting the carrying on of trades, professions or other businesses in the area. The purpose should reflect the character of the neighbourhood area.*

Powers: In furtherance of its objects the Netherton & South Crosland Neighbourhood Forum may:

Invite and receive contributions and raise funds where appropriate, to finance the work of the Forum, and to open a bank account to manage such funds

Publicise and promote the work of the Forum and organise meetings, training courses, events or seminars etc.

Work with groups of a similar nature and exchange information, advice and knowledge with them, including co-operation with other voluntary bodies, charities, statutory and non-statutory organisations, businesses and individuals

Employ staff and volunteers as are necessary to conduct activities to meet the objects of the Forum

Take any form of action that is lawful, which is necessary to achieve the objects of the Forum, including taking out any contracts which it may see fit.

Note – The above are indicative of the powers which the Forum may employ. It may consider appropriate to delegate some of these powers to a Management Committee, whose membership would need to be defined in this constitution. It may be advisable to exclude certain categories of Forum members from employment by the Forum (i.e. management committee members).

Membership*

- The Netherton & South Crosland Neighbourhood Forum will comprise at least 21 individuals who live or work in the Netherton & South Crosland Neighbourhood Area or who are elected members of a county council, district council or London borough council, any of whose area falls within the Netherton & South Crosland Neighbourhood Area.
- Membership is open to individuals who live or work in Netherton & South Crosland Neighbourhood Area. It is also open to individuals

representing their own businesses 'based' in the area, also those who are local elected members of a county council, district council, central government representing the forum community i.e. those whose area falls within the Netherton & South Crosland Neighbourhood Area.

- Membership shall be drawn from all different parts of the Netherton & South Crosland Neighbourhood Area and different sections of the community in the Netherton & South Crosland Neighbourhood Area.

In Addition:

- Businesses with an interest in the Area can become Associate Members of the Forum, can attend meetings, including the AGM, can volunteer for the Forum and receive Forum mailings but cannot vote at the AGM.
- Community and voluntary organisations and public services operating in and serving the Area can send representatives to meetings as above and receive mailings and other publicity but cannot vote at any meetings.

Membership of the Forum should at all times be a minimum of 21 individuals. Members may be contacted by the Executive (see below) from time to time to act as a litmus test for ideas and proposals or to be invited to participate in other activities related to the work of the Forum.

Membership should be maintained at a minimum of 21 individuals, resignations can prompt members to be recruited to maintain appropriate membership.

** Membership of a neighbourhood forum is set out in the Localism Act 2011 the forum must have a minimum of 21 members and its membership must reflect the diversity, character and inclusivity of the area and to ensure that membership is only available to persons with a genuine long term business interest in the area.*

C - Working Arrangements

C1 General Meetings: The Forum's ultimate authority comes from its annual and other general meetings:

- The AGM, and any other public meetings held, give legitimacy to the Executive of the Forum (as defined below) and the plans they or Forum task or working groups may develop
- If there is more than one public meeting in any one year, one will be designated as the AGM
- The AGM will be called with at least 21 days' notice once per year, not more than fifteen months from the date of the preceding AGM, by informing all residential properties in the ward and all members including Associate Members.
- The AGM has the power to both elect, and remove by a vote of no confidence, any member of the Executive
- At each AGM the Chair will provide a written report, the Treasurer will provide a set of accounts for the previous year and the proceedings will be recorded in writing.
- Voting will be restricted to full members present at the meeting on a one member one vote basis.
- All meetings will be minuted, all data recorded and circulated to all members, all minutes will be 'approved & seconded' at any meeting of the membership or by the membership within 4 weeks of circulation.

C2 Forum Executive: Comprising of : Chairman, Vice Chairman, Treasurer, Secretary and any sub committee Chair persons

- The Executive exists to co-ordinate, implement and monitor the work of the Forum including developing a Neighbourhood Plan for the Area. It will prioritise, schedule and publicise the work of the Forum.
- The Executive is made up from Forum members elected at the AGM. Numbers on the Executive will be determined by the membership at each AGM but shall not be fewer than nine nor more than fifteen. Executive members will be elected for a three-year period with one third standing down at each AGM.
- The Executive must meet not less than eight times in any twelve-month period with no less than two months between meetings.
- The Executive will determine its officers subject to the proviso that these must include a Chair, Vice Chair, a Secretary and a Treasurer.
- Individuals with specialist skills may be co-opted onto the Executive on a non-voting basis and the Executive may set up Committee, Task or Working Groups of Forum members for specific projects or tasks to be undertaken. the executive will approve and designate appropriate Committees/task Groups with a Chair and agreed membership taken/co-opted from the Forum Membership.
- The Executive will liaise with the relevant bodies such as the Council, other public services, businesses, schools and colleges, faith groups and community and voluntary organisations relevant to the Area.
- Executive decision making can be by consensus or after a vote – the Chair will have a second (casting) vote in the event of a tie. The quorum for decisions shall be 5 voting members.
- The Executive has the power to draw up a Code of Conduct by which all members must abide, including determining the consequences for breaches of the Code of Conduct
- Only full members of the Forum may stand for the Executive and should be nominated by a member or Associate Member
- The Executive will receive and consider reports/recommendations from all Committee, Task or Working Groups - a majority vote will be taken on all Committee/Task Group representations by the Executive and be ratified by the membership.

C3 Forum Funding: The Forum can raise funds for its activities by one or more of the following methods:

- Community fund raising, charging membership fees on an individual and/or associatemember basis – level of fees to be agreed at an AGM or extraordinary general meeting
- Submitting applications to grant awarding bodies for appropriate funds
- Working in partnership with organisations which have funds to spend in the Parkward
- By other means in keeping with the role of the Forum, including revenue from the website, donations, and proceeds from events

C4 Amendments to the Constitution

- Amendments to this Constitution may be made only at a properly convened General Meeting called with a minimum of 21 days' notice to all voting members and by a two thirds majority of those present and voting.

C5 Extraordinary General Meeting

- May be called of all membership by the consensus of the Executive or Membership

C6 Financial Officers

- Financial Officers with access to the bank/capital reserves of the Forum will be elected by the Executive and are to include the Treasurer and two other members, these members will be subject to appropriate Disclosure Criminal record check DBS(Formerly called CRB Check).

C7 Declaration of Interest

- All members will be subject to provision of a 'declaration of interest' form [provided by the Executive], the majority membership will decide if it is appropriate on certain voted issues if members with a vested interest should not be allowed to vote.
- Members can abstain from any vote by choice.
- Any members can request anonymous voting/recording of minutes in advance of any meeting/vote if/as required.

C8 Dissolution

- The Forum may be dissolved only by a two thirds vote of those present and voting at a properly constituted General Meeting with a minimum of 10 days notice.
- In the event of dissolution of the Forum its assets will be distributed to one or more non- profit organisations whose purposes are consistent with the purposes of the Forum as set out above, as determined by a simple majority vote of those present at the meeting called to dissolve the Forum.

C9 Alteration to the Constitution

- Alterations to the constitution should be made by meetings of the full Forum, not by a sub-committee a majority vote is required.

C10 Duration

- The duration of the **Netherton & South Crosland Neighbourhood Forum** is 5 years from the date of designation by Kirklees Council as the Local Planning Authority.