Application for Neighbourhood Forum Designation

This form must contain the necessary information to meet the requirements set out in the Localism Act 2011, Neighbourhood Planning Regulations 2012 (as amended), and Town and Country Planning Act 1990 for the designation of a Neighbourhood Forum.

Once received, we will publicise the application on our website and there will be a six-week public consultation period to enable any representations on the proposal to be made. Following consultation, the application will be considered by the Council and a decision issued thereafter.

This application form must be completed in full to allow consideration by the Council. If you need assistance in completing this form, please email: [planningpolicy@sthelens.gov.uk](mailto:planningpolicy@sthelens.gov.uk).

1. **What is the name of the proposed Neighbourhood Forum?**

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1. **What is the name of the proposed area to which the application relates?**

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1. **Has this area been designated as a Neighbourhood Area for the purposes of producing a neighbourhood plan?**

|  |  |
| --- | --- |
| **Yes** |  |
| **No** |  |

An application for Neighbourhood Area designation should be submitted to accompany this application if there is no Area already approved. We cannot designate a Neighbourhood Forum without prior approval of the Neighbourhood Area.

1. **Contact Details**

The Neighbourhood Planning (General) Regulations 2012 requires details of at least one member of the proposed Neighbourhood Forum to be made public.

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| --- |
| **Name:** |
| **Address:** |
| **Email:** |
| **Telephone:** |

1. **Is membership of your organisation or body open to:**

* individuals who live in the neighbourhood area concerned,
* individuals who work there (whether for businesses carried on there or otherwise), and
* individuals who are elected members.

|  |  |
| --- | --- |
| **Yes** |  |
| **No** |  |

1. **Who are the proposed members and what is their interest?**

A minimum of 21 members is required that either live, work, or are an elected member within the identified neighbourhood area. Please list these members below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Names:** | **(please tick as appropriate)** | | |
|  | **Resident** | **Business owner or employee** | **Local Councillor** |
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1. **Please provide the following in support of your application:**

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| --- | --- |
| **Information required** | **Please tick** |
| A map (OS based at an appropriate scale) which clearly identifies the proposed Neighbourhood Area. |  |
| A copy of the written constitution of the proposed Neighbourhood Forum. |  |
| If your neighbourhood area covers land outside of St Helens, please provide details of the relevant representative(s) that you have contacted. |  |
| A brief statement setting out the main intention for establishing the Neighbourhood Forum. |  |

By submitting this application, you are confirming that the Neighbourhood Forum is being established for the express purpose of promoting or improving the social, economic and environmental well-being of the identified neighbourhood area.

**To submit the completed application form and relevant documentation, or for further information, please contact:**

Planning Policy Team,

St Helens Town Hall,

Victoria Square,

St Helens,

WA10 1HP

Email: [planningpolicy@sthelens.gov.uk](mailto:planningpolicy@sthelens.gov.uk)

Telephone: 01744 676190

<https://www.sthelens.gov.uk/contactus>

<https://www.sthelens.gov.uk/article/3776/Neighbourhood-planning>