

# HORSHAM DISTRICT COUNCIL

## GRANTS TO QUALIFYING BODIES UNDERTAKING NEIGHBOURHOOD PLANS IN HORSHAM DISTRICT

### CONDITIONS OF GRANT

#### **1. Introduction**

Horsham District Council wishes to encourage and support the production of Neighbourhood Plans in the District through the allocation of grants to bodies preparing these Plans.

#### **2. Who can apply and what for?**

Under the Government's Neighbourhood Planning (General) Regulations, only Parish Councils and Neighbourhood Forums in Horsham District are eligible to prepare Neighbourhood Plans.

There are four funding bands based on population size. The maximum grant to be paid by the Council to any qualifying body is £9,000 which includes a 'clustering' bonus.

The grants are structured to encourage joint working between adjoining areas with similar planning issues; indeed, as stated, a financial bonus is offered where bodies are working together on a joint plan.

The funding may be used to meet any cost arising from the recipient's preparation of a Neighbourhood Plan for their parish or unparished area.

#### **3. South Downs National Park Authority (SDNPA)**

SDNPA may also be considering establishing a grants scheme for qualifying bodies located within the National Park undertaking Neighbourhood Plans. HDC and SDNPA will work together through a joint protocol to avoid duplication of public grants to Parishes for the same specific task or activity.

#### **4. Process of payments**

The main stages in the Council's Neighbourhood Planning grants scheme are set out in the table below.

Stage	Details
1	A 'Conditions of Grant' document specifying the uses and any other conditions attached to the grants is sent to all Parish Councils and any Neighbourhood Forums set up for the purpose of producing a Neighbourhood Plan in Horsham District.
2	<b>HDC GRANT TRANCHE 1:</b> Each qualifying body (Parish Council / Neighbourhood Forum) will receive 50% of their basic grant plus 50% of the clustering bonus where applicable, upon designation of their Neighbourhood Plan Area to use within the Conditions of Grant.
3	<p>It is anticipated that the cost to the Parish Council / Neighbourhood Forum of preparing a Neighbourhood Plan will exceed the total grant from HDC. Upon designation of your Neighbourhood Area, you will also be able to apply to DCLG/Locality for a support grant (see HDC website for details). They will require a costed project plan and it is strongly advised that you prepare this at an early stage in the process.</p> <p>Parish Councils / Neighbourhood Forums will be expected to use available reserves to progress their Neighbourhood Plans.</p>
4	It may be necessary for HDC to offer a review meeting to any Neighbourhood Planning scheme to assess progress against their project plan.
5	<b>HDC GRANT TRANCHE 2:</b> Each qualifying body will receive the outstanding 50% of their basic grant upon submission of the draft Neighbourhood Plan, plus the remaining 50% of the clustering bonus where applicable.

NB: Grants will be paid by BACS wherever possible

## 5. Applying for a grant

To apply for a grant, please complete the attached **Application Form for Tranche 1 Grant** indicating that you understand and accept the conditions of funding, then email or post it to: Julian Carrington, Community Planning Manager, Horsham District Council, Park North, North Street, Horsham, RH12 1RL.

## 6. Who to contact for more information

Julian Carrington - [julian.carrington@horsham.gov.uk](mailto:julian.carrington@horsham.gov.uk) / Tel: (01403) 215184

## 7. Disclaimer

Horsham District Council reserves the right to amend this grants programme in the light of changes to Government funding to local planning authorities for the purposes of supporting qualifying bodies undertaking Neighbourhood Plans, or any other material considerations.

# HORSHAM DISTRICT COUNCIL

## Grants to Qualifying Bodies Undertaking Neighbourhood Plans in Horsham District

### APPLICATION FORM FOR TRANCHE 1 GRANT

#### 1. Declaration

We understand and agree to abide by the Conditions of Grant for Undertaking Neighbourhood Plans in Horsham District and herewith apply for the sum allocated to this qualifying body.

We are working with other areas in developing our Neighbourhood Plan and also apply for the clustering bonus.  (Tick box as applicable)

These areas are .....

.....

Your Name	
Your Position	
Parish Council / Neighbourhood Forum	
Date	

#### 2. Grant applied for (See Grants Banding Table)

Basic Grant x 50%	£
Clustering bonus (if applicable) x 50%	£
<b>Amount applied for</b>	£

#### 3. Bank account details (we will pay grants by BACS wherever possible)

Name of Account:	
Bank:	Branch:
Account No:	Sort Code:

Please send this form to: Julian Carrington, Community Planning Manager, Horsham District Council, Park North, North Street, Horsham, West Sussex RH12 1RL