

## **Neighbourhood Planning Toolkit Briefing Note**

This is a briefing note to help you navigate around the updated Neighbourhood Planning Toolkit. There is a flowchart attached to help you when using the toolkit.

### **Neighbourhood Planning in Cornwall**

You will find information about Neighbourhood Plans being developed in your area. There is a webpage for each individual Neighbourhood Plan where the Parish or Town Council has formally designated their Neighbourhood area. The webpages outline the formal stages each individual Neighbourhood plan has currently progressed to and includes the documents that are required to be submitted to Cornwall Council at each stage. Each webpage will have a web link to the Neighbourhood Plan or Parish and Town Council website.

### **Neighbourhood Planning Regulations and legal requirements**

There are certain legal requirements and basic conditions that Parish and Town Councils need to meet when developing a Neighbourhood Development Plan or Order to become legally compliant. This is set out in the Neighbourhood Planning Regulations 2012 and amended Regulations 2015, and further information can be found on the webpages and in the guidance notes. You will find information on the webpages about the Neighbourhood areas that have been designated, draft plan proposals that have been formally submitted to Cornwall Council, the Neighbourhood Plans that have been through an examination and referendum, and plans that have been formally made and adopted by Cornwall Council as part of the development plan.

### **Preparing a Neighbourhood Plan**

The webpages provide you with information on the different stages of the Neighbourhood Plan process to help you when developing a plan for your area. You will find guidance notes on the webpages to support you through each stage.

### **Guidance Notes**

We have produced a number of guidance notes to help you when developing a Neighbourhood Plan for your area. The guidance notes are in alphabetical order and the list includes web links to Locality and other websites and useful documents such as the National Planning Policy Framework.

To improve the support we offer to Parish and Town Councils during the development of their Neighbourhood Plan, we would welcome your feedback on the Neighbourhood Planning Toolkit and the guidance notes. Please send any feedback, or queries about the updated Neighbourhood Planning Toolkit to the Neighbourhood Planning Team e-mail [neighbourhoodplanning@cornwall.gov.uk](mailto:neighbourhoodplanning@cornwall.gov.uk)

