



Northumberland
County Council

**Record of decision by Director of Housing & Planning (Chief Planning Officer)
to re-designate the civil parishes of Ancroft, Duddo, Horncliffe, Kyloe,
Norham, Ord and Shoreswood as a neighbourhood area**

1. Purpose of the Report

- 1.1 The purpose of this report is to determine an application to re-designate the civil parishes of Ancroft, Duddo, Horncliffe, Kyloe, Norham, Ord and Shoreswood as a neighbourhood area for the purposes of neighbourhood planning.

2. Exercise of delegation

- 2.1 The Council's Constitution (as approved by the Council on 17 May 2023), sets out the ways in which the officers of the Council can make decisions and which decisions they have power to make. Section 6 Scheme of Officer Delegation states:

This scheme gives the power for the Chief Officers to take decisions in relation to all the functions in their areas of responsibility¹

And

The cascade principle under which this scheme operates means that any officer given powers under this scheme can further delegate those powers to other officers through a Local Scheme of Delegation (which sets out all the standing delegations given to specific officers in defined areas of the Council's service areas).

- 2.2 The 'Internal Scheme of Management – Planning Service, 24 July 2023' authorises the Chief Planning Officer (currently the Director of Housing & Planning) to carry out all functions relating to neighbourhood planning that fall to be dealt with by the authority.

3. Background

- 3.1 Legislation sets out a number of steps that are required to be taken when using neighbourhood planning powers. The first requirement is to have an area designated as a 'neighbourhood area'. Once this has been done, all other neighbourhood planning powers may be exercised by the qualifying body.
- 3.2 Norham and Islandshire Neighbourhood Area was originally designated in 2015. It included the seven named parishes plus Holy Island. This parish has since chosen

¹ Part 1 6.1 Introduction to Delegation, 6.16 (a). The term "Chief Officer" is as defined by Part 1, section 43(2) of the Localism Act 2011 and includes the Executive Director of Place and Regeneration.

to leave the neighbourhood area to create their own plan.² The remaining seven parish councils have chosen to continue as a multi-parished neighbourhood area.

- 3.3 Ord Parish Council has applied to the County Council seeking designation of an area comprising the civil parishes of Ancroft, Duddo, Horncliffe, Kyloe, Norham, Ord and Shoreswood as a neighbourhood area. Ord Parish Council is the qualifying body for the purpose of this application and their lead role has been endorsed by the six other parish councils whose administrative areas are included within the proposed neighbourhood area. The parish councils have agreed that the area should be called 'Norham and Islandshire'.
- 3.3 The area designation application complies with the requirements set out in the relevant Regulations. It has been publicised for six weeks from Monday 20 November 2023 to Friday 5 January 2024. Publicity took the form of a public notice in the Northumberland Gazette, site notices posted in the seven parishes and the application was publicised on the County Council's website.
- 3.4 No representations were received during the publicity period.
- 3.5 The adjoining parish councils have expressed no intention of joining with the current seven parishes to create a larger neighbourhood area. The civil parish boundaries provide an appropriate geographically distinct area within which neighbourhood planning activity could take place. It is considered appropriate to designate the civil parishes of Ancroft, Duddo, Horncliffe, Kyloe, Norham, Ord and Shoreswood as a neighbourhood area.
- 3.6 As part of the process of designation the County Council must consider whether the area should also be designated as a business area for neighbourhood planning purposes. The proposed neighbourhood area is not dominated by business activities. It would therefore not be appropriate to designate it as such.

4. Recommendations

- 4.1 It is recommended that:
- The civil parishes of Ancroft, Duddo, Horncliffe, Kyloe, Norham, Ord and Shoreswood should be designated as a neighbourhood area for the purposes of section 61G(1) of the Town and Country Planning Act 1990.
 - The neighbourhood area should not be designated as a business area for the purposes of neighbourhood planning.

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² Holy Island was designated as a single Parish Neighbourhood Area in December 2022.

DECISION TAKEN

Subject: Designation of the parishes of Ancroft, Duddo, Horncliffe, Kyloe, Norham, Ord and Shoreswood as a neighbourhood area.

Decision Taken: The civil parishes of Ancroft, Duddo, Horncliffe, Kyloe, Norham, Ord and Shoreswood will be designated as a neighbourhood area for the purposes of section 61G(1) of the Town and Country Planning Act 1990.

The neighbourhood area will not be designated as a business area for the purposes of neighbourhood planning.

Executive Member Approval Please confirm that you have consulted with the appropriate Executive Member (Portfolio Holder).

Name of Member: Cllr Colin Horncastle

Date of consultation: 10 January 2024

Delegated Decision

**Rob Murfin,
Director of
Housing &
Planning**

Signed:

A large black rectangular redaction box covering the signature of Rob Murfin.

Date: 12 January 2024