

NEWTON ON THE MOOR
& SWARLAND PARISH
NEIGHBOURHOOD PLAN STEERING GROUP
PROJECT

SERIAL	DESCRIPTION	ESTIMATED DURATION IN DAYS	START DATE	FINISH DATE	COMPLETED	COMMENTS
1	INITIAL ACTIVITIES	90	17 April 2023	16 July 2023		
	Establish Terms of Reference with Parish Council					
	Determine the Neighbourhood area and submit to NCC				31 st March 2023	Application Date
	Approval of Neighbourhood Area by NCC				5 th May 2023	Decision 13 th April 2023, Published 5 th May 2023
	Establish Communication Route with NCC local Planning Authority Assistance				7 th May 2023	Contact made by email with Rob Naples NCC Planning Officer
	Gain Project Funding					
2	INITIAL PUBLICITY WITH LOCAL COMMUNITY	360	16 July 2023	10 July 2024		
	Initial engagement with Local Community				June 2023	Article in June issue of 'The Column,' plus article in Swarland Residents and Neighbourhood Facebook page. Copy of Project Plan to be placed on Parish Council Website
	Ongoing engagement with Local Community					
	Construct Questionnaire					
3	BUILDING THE EVIDENCE BASE	60	10 July 2024	8 September 2024		
	Review exiting Evidence					
	Identify any gaps in Evidence					
	Analysis of evidence					
4	FORMALISE THE ISSUES & THEMES	30	8 September 2024	8 October 2024		
	Agree Aims, Visions, key Issues and themes					
	Prioritise Aims, Visions, key Issues and themes					
	Develop key Aims					
	Look at options					
5	WRITING THE PLAN	60	8 October 2024	7 December 2024		
	Take into account Policies, proposals, Site Allocations					
	Consider sustainability, diversity, equality and delivery					
6	PROOF READ THE PLAN	30	7 December 2024	6 January 2025		
	Ensure the common thread is aligned with Aims, Visions, key Issues and themes					
	Correct as appropriate					
7	ISSUE DRAFT PLAN TO PARISH COUNCIL	30	6 January 2025	5 February 2025		
	Consultation on plan					
	Amend Plan as required					
8	SUBMISSION OF PLAN TO NCC	60	5 February 2025	6 April 2025		
	NCC publicises					
9	INDEPENDENT EXAMINATION	45	6 April 2025	21 May 2025		
	NCC appoints examiner					
	Examination takes place					
	Examiners Report					

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	Consider any amendments arising as incorporate as appropriate				
10	REFERENDUM	42	21 May 2025	2 July 2025	
	Publicise referendum				
	Referendum				
	Adoption by NCC				
11	PLAN COMPLETION	30	2 July 2025	1 August 2025	
	Adopted plan distribution to each household				
12	IMPLEMENTATION		1 August 2025		
	Parish Plan Action Plan as appropriate				
	Ongoing Review and implementation				