



Hampton in Arden Parish Council

Neighbourhood Plan Review Working Group

### **Terms of Reference**

***HPC002 Approved on 16/07/2025 by Full Council***

#### Background and Rationale

A group formed from Parish Council members to undertake a review of the Parish Neighbourhood Plan.

#### Specific Objectives

To review the Neighbourhood (NP) in order that it represents the interests/ambitions of those residing within the Parish Boundary at the time of the review.

To ensure the NP is consistent with the current Solihull Local Plan.

To achieve an adopted NP which developers and others can use to identify how the PC wishes to see the Parish develop

To ensure that all Parish residents/community groups/ stakeholders and other interested parties have the opportunity at the relevant stages within the process to comment on the plan as its being developed

To follow the process as laid down by the Neighbourhood Plan Regulations.

#### Authority and Responsibilities

This Working Group **does not have delegated decision-making powers.**

In specific cases, **temporary delegated authority** may be granted by Full Council under Section 101 of the Local Government Act 1972 via formal resolution.

The group's role is to make **recommendations only**, which must be approved by Full Council.

The scope of the NP is limited to the environment, housing, infrastructure, residents and any other subject that might be relevant to the maintaining and improving conditions within the Parish.

### Approach

The Chair will, through the Clerk, will organise meetings of the Working Group as and when necessary. Those meetings will review the NP and where necessary make the necessary improvements to the Plan in order that it achieves what the desired result.

The Group will need to consider various documents including the current Solihull Local Plan, the current National Planning Policy Framework, any other documents prepared by SMBC and others affecting Planning Guidance, Climate Change, Sustainability, Landscape and Green Belt, Local Transport and Infrastructure. It might be appropriate to view another Parish NPs.

Any new document arising out of the meetings should be considered and agreed by group members

The Group will liaise as and when necessary, with the relevant SMBC personnel for guidance and to ensure the **correct process** is being followed.

At the appropriate time arrange an open Parish meeting to give residents the opportunity to express their views personally.

### Governance and Accountability

The Chair or other nominated member will update Full Council either with a written or verbal report of the current activities of the Group.

The Chair or other nominated member, as and when appropriate, will provide updates to the Communications group for inclusion in local newsletters/social media.

### Guiding Principles

The purpose of the Working Group is to create a Parish Neighbourhood Plan which at least maintains but aims to improve the Parish environment in all aspects, and the health and wellbeing of its parishioners resulting from on-going development.



Julie Barnes  
Clerk and Financial Officer  
Hampton in Arden Parish Council