

## **Application to Elmbridge Borough Council for designation of:**

- 1. Burwood Park neighbourhood area**
- 2. Burwood Park Forum as a neighbourhood forum**

### **for the purposes of the Localism Act 2011**

#### **Neighbourhood area**

**Map of Burwood Park Neighbourhood Area boundary** – This is attached

**Appropriateness of area** – The proposed boundary defines the area of Burwood Park with a coherent physical and functional identity in the terms set out in the Government's Planning Practice Guidance. In the terms of the PPG it is notable for being a "*coherent estate*" – Burwood Park – and for being the area of a "*formal.....community based group*" – Burwood Park Residents Limited. It also has a consistent physical appearance and clear boundaries.

The area is bounded by a major road (Burwood Road) to the south, west and north. It includes the green buffer along Seven Hills Road and Queens Road. Its eastern boundary separates the dwellings along Eastwick Road and The Heronry which do not form part of the Burwood Park estate. Those dwellings along Burwood Road which do not have direct access to Burwood Park roads are included in the neighbourhood area and can participate as full members of the Burwood Park Forum.

The proposed area lies within a single ward, currently Hershams South

Burwood Park Forum is being initiated by Burwood Park Residents Limited and is capable of being a qualifying body for the purposes of the Localism Act 2011 because:

- The express purpose of the Forum is to promote or improve the social, economic and environmental well-being of the neighbourhood area.
- The membership is and will remain open to:
  - i. individuals who live in the area
  - ii. individuals who work in the area, whether for business carried on there or otherwise;
  - iii. individuals who are elected members of local authorities, any part of which falls within the Area, who shall be ex officio members
  - iv. individuals who have a material and ongoing social, cultural, economic or financial interest in or involvement in the area
- The membership includes a minimum of 21 individuals drawn from different parts of the area and different communities.
- There is a written constitution.

#### **Neighbourhood Forum**

Burwood Park Forum meets the requirements of the Localism Act 2011 to be recognised as a qualifying body. It has been established with more than 21 people to promote the social, economic and environmental well-being of the neighbourhood area in a manner which reflects the diversity, character and inclusivity of the area and includes people who live and work in the area and local councillors.

**Name** – Burwood Park Forum

**Constitution** – Attached

**Name of neighbourhood area** – Burwood Park (boundaries defined on map)

**Statement of objects** – The constitution states:

*“The purpose of the Forum is to promote and improve the social, economic and environmental well-being of Burwood Park neighbourhood area”*

**Membership** – Membership is open to all and includes people who live and work in the area and local councillors. Burwood Park is entirely residential. Others with a material and ongoing interest in the work of the Forum but who do not reside or work within the neighbourhood area may also be members. This will allow, for example, those living adjacent to the neighbourhood area who are subject to the same or similar covenants to participate. The constitution states that Burwood Park Forum will *“use best endeavours to reflect the diversity, character and inclusivity of the area”*. The steering group and officers will be elected through open meetings. At least one member shall be a Committee member of Burwood Park Residents Limited. Burwood Park Residents Limited shall also manage the finances of Burwood Park Forum.

The process of establishing Burwood Park Forum has given everyone in the neighbourhood area the opportunity to get involved and to join the Forum. It has included three open meetings in May 2015, November 2015 and February 2016 attended by 57, 88 and 32 people respectively. Invitations were sent to everyone in Burwood Park regardless of their membership of Burwood Park Residents Limited. A further invitation was sent in February to everyone in Burwood Park (whether or not they are members of Burwood Park Residents Limited) inviting anyone to join the proposed Forum. The residents along Burwood Road whose houses are in the proposed neighbourhood area but who do not have direct access to Burwood Park roads have been specifically approached to join the Forum. The invitation to join the Forum remains open to anyone resident in the neighbourhood area for the duration of its life. A survey of those living in the area about their interest in the landscape of Burwood Park has also been undertaken which attracted 290 responses. Burwood Park Residents Limited passed a resolution at its May 2015 AGM to approve the initial stages of producing a neighbourhood plan by forming the Neighbourhood Forum and preparing an application for submission to the local planning authority. Evidence of the process undertaken is provided with this application.

The details of residents and councillors who are the initial members of the proposed neighbourhood forum and support the neighbourhood area are attached. One of the members is a local ward councillor, Ruth Mitchell, who also lives in the proposed neighbourhood area. The members are drawn from across the neighbourhood area (see attached map).

Nick Kirk is the named contact for the purpose of this application and he can be contacted c/o [managingagent@burwoodpark.co.uk](mailto:managingagent@burwoodpark.co.uk) or c/o Managing Agent, GCS Estate Management Ltd, Springfield House, 23 Oatlands Drive, Weybridge, Surrey KT13 9LZ

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