

Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	09 September 2025
Decision Maker (Officer):	Gary Guiver
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4)(ii) – Part 3.39).
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Concurrence has been obtained in consultation with: - the Portfolio Holder for Housing & Planning, Cllr. A Baker, and - the Leader of the Council, Cllr M Stephenson.
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	Designate the whole of Little Bromley Parish as a Neighbourhood Area in accordance with Regulation 5A of the Neighbourhood Planning (General) Regulations 2012 (as amended).
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	See attached report.
Highlight any associated risks/finance/legal/equality considerations:	See attached report.

NEW : Details of Local Government Reorganisation and/or Devolution considerations	No immediate issues that affect the decision to designate the Neighbourhood Plan Area for Little Bromley Parish. However, if a Neighbourhood Plan is subsequently made, it will form part of the statutory Development Plan for the area and will continue to carry full weight in decision-making beyond any future changes to local government structures. The designation and preparation of a Neighbourhood Plan supports greater local influence in the planning process.		
Details of any Alternative Options Considered and rejected (together with reasons):	Option 1 – Designate the Neighbourhood Area Designate the whole of Little Bromley Parish as a Neighbourhood Area in accordance with Regulation 5A of the Neighbourhood Planning (General) Regulations 2012 (as amended). The regulations require the local planning authority to approve such applications when submitted by a parish council and covering the entire parish area. Option 2 – Do Not Designate the Neighbourhood Area Decline the application to designate the Neighbourhood Area. This would be contrary to Regulation 5A of the Neighbourhood Planning (General) Regulations 2012 (as amended), which requires the local planning authority to designate the whole area when a parish council applies for the entire parish. The application from Little Bromley Parish Council meets all statutory requirements, and there are no legal or procedural grounds to justify refusal. Proceeding with this option could expose the Council to legal challenge and reputational risk.		
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	N/A		
	<table border="1"> <tr> <td data-bbox="592 1919 639 1995">X</td> <td data-bbox="639 1919 1382 1995">Not applicable – Decision [and report] to be published</td> </tr> </table>	X	Not applicable – Decision [and report] to be published
X	Not applicable – Decision [and report] to be published		

Reason Decision, or supporting Report, is not published: <i>Tick one or more of the specific exemptions,</i> <u>and</u> <i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i>	If Report is not to be published – tick one of the following boxes:	
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Officers

Signed: Gary Guiver
Community)

Title: Corporate Director (Planning and

Signed: Paul Woods

Title: Planning Policy Team Leader

In consultation with: Cllr. A. Baker and Cllr M Stephenson

Dated: 09 September 2025