



Ingoldisthorpe Neighbourhood Plan Call for Sites Site Submission Form

Closing date: 18 October 2024

FOR OFFICIAL USE ONLY	
Response Number:	
Date Received:	

This form is to be filled out by any interested parties who want to promote a site for specific use or development to be allocated in the Ingoldisthorpe Neighbourhood Plan.

A call for sites was undertaken for the Borough Council of King's Lynn and West Norfolk Local Plan in 2016 and 2019. In 2016 there were 6 sites put forward in the parish ranging between 0.31ha and 2.2ha.¹ No sites were put forward in the parish in 2019².

Ingoldisthorpe Parish Council is now undertaking a further 'Call for Sites' just for the Ingoldisthorpe parish area to identify available sites that can be considered for small scale developments of preferably 2-to-3 bedroom houses.

The call for sites will run for 6 weeks between 6 September 2024 and 18 October 2024.

Only one form should be submitted for each individual site i.e., it is not necessary for a separate form to be completed for each landowner on a single site in multiple ownerships. However, a separate form must be completed for each individual site submitted.

Forms can be submitted by email to the Clerk at clerk.ipc@gamil.com

Forms must be received by midnight on the 18 October 2024

¹ 05 HELAA Appendix1 Site Assessment Forms and Site Mapping. Source: [Local Plan Review 2019 - Details - Keystone \(objective.co.uk\)](#)

² [Housing and Economic Land Availability Assessment \(HELAA\) | Housing and Economic Land Availability Assessment \(HELAA\) | Borough Council of King's Lynn & West Norfolk \(west-norfolk.gov.uk\)](#)

Or if it is not possible to submit the form electronically, hard copy forms can also be sent to:

The Clerk
33 Goose Green Road
Snettisham
King's Lynn
PE31 7PW

The site submissions received as part of Ingoldisthorpe Neighbourhood Plan Call for Sites will be published and made available for public viewing. By submitting this form, you are consenting to the details about you and your individual site(s) being stored by Ingoldisthorpe Parish Council and potentially shared with the Borough Council of King's Lynn and West Norfolk, and that the details of the site will be published for consultation purposes. Under the (GDPR) General Data Protection Regulation Ingoldisthorpe Parish Council will be the data controller.

1a. Contact details	
Title	
First name	
Last name	
Job title (where relevant)	
Organisation (where relevant)	
Address	
Postcode	
Telephone number	
Email address	

1b. I am... (please tick)

Owner of the site

Parish/Town Council

Developer

Community group

Land agent

Local resident

Planning consultant

Registered Social Landlord

Other (please specify):

1c. Client/landowner details (if different from question 1a)

Title

First name

Last name

Job title (where relevant)

Organisation (where relevant)

Address

Postcode

Telephone number

Email address

2. Site details

Site location/address and postcode

Please include as an attachment to this response form a location plan of the site on a scaled OS base with the boundaries of the site clearly shown.

Grid reference (if known)

Site area (hectares)

3. Site ownership**3a. I (or my client)....**

Is the sole owner of the site.	Is a part owner of the site.	Does/does not own (or hold any legal interest in) the site whatsoever
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3b. Please provide the name, address and contact details of the site's landowner(s) and attach copies of all relevant title plans and deeds (if available).

3c. If the site is in multiple landownerships do all landowners support your proposal for the site?

Yes

No

3d. If you answered No to the above question, please provide details of why not all of the site's owners support your proposals for the site.

4. Current and most recent land uses

4a. What is the current use of the site?

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4b. Has the site been previously developed?	Yes	No
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4c. Describe any previous uses of the site.
Please provide details of any relevant historic planning applications, including application numbers if known.

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5. Proposed future uses

5a. Please provide a short description of the development or land use you propose.

5b. Please provide further details of your proposal, including details on the number of houses and the proposed floorspace of commercial buildings etc.

5c. Please describe any benefits to the local area that the development of the site could provide.

6. Suitability - Site features and constraints

6a. Are there any features of the site? or limitations that may constrain development on this site (please give details)

6b. Site access: Is there a current means of access to the site from the public highway, does this access need to be improved before development can take place and are there any public rights of way that cross or adjoin the site?

6c. Topography: Are there any slopes or significant changes in levels that could affect the development of the site?

6d. Constraints: is the site affected by flood risk, drainage, contamination, biodiversity, heritage or other constraint or risk which could constrain its development in whole or part?

6e. Utilities: Does the site have access to key utilities? Will provision need to be made or capacity created or reinforced to enable development? (mains water supply, mains sewerage, electricity supply, gas supply, broadband internet)

6f. Neighbouring land uses: What are the neighbouring land uses, and/or are there any existing buildings on the site?

7. Availability

7a. Please indicate when the site could be made available for the land use or development proposed.

7b. Please give reasons for the answer given above.

8. Market interest

8. Please choose the most appropriate category below to indicate what level of market interest there is/has been in the site. Please include relevant dates in the comments section.

	Yes	Comments
Site is owned by a developer/promoter		
Site is under option to developer/promoter		
Enquiries received		
Site is being marketed		
None		
Not known		

9. Viability

9a. You acknowledge that there are likely to be policy requirements and developer contributions to be met which will be in addition to the other development costs of the site (depending on the type and scale of land use proposed). These requirements are likely to include but are not limited to: Affordable Housing, sports pitches and children's play space.

Yes

No

Unsure

9b. Do you know if there are any abnormal costs that could affect the viability of the site e.g., infrastructure, demolition, or ground conditions?

9c. If there are abnormal costs associated with the site please provide details:

Yes

No

Unsure

9d. Do you consider that the site is currently viable for its proposed use taking into account, any and all current planning policy and other abnormal development costs associated with the site?

9e. Please attach any viability assessment or development appraisal you have undertaken for the site, or any other evidence you consider helps demonstrate the viability of the site.

10. Other Relevant Information

10a. Please use the space below for additional information or further explanations on any of the topics covered in this form

11. Disclaimer

I understand that:

Data Protection and Freedom of Information

The Data Controller of this information under the General Data Protection Regulation (GDPR)2018 / Data Protection Act 1998 will be Ingoldisthorpe Parish Council. The purposes of collecting this data are:

- to assist in the preparation of the Ingoldisthorpe Neighbourhood Plan
- to contact you, if necessary, regarding the answers given in your form
- to evaluate the development potential of the submitted site for the uses proposed within the form.

The Site Submission Forms received as part of this Ingoldisthorpe Neighbourhood Plan Call for Sites will be published and made available for public viewing. By submitting this form, you are consenting to the details about you and your individual sites being stored by Ingoldisthorpe Parish Council, and the details being published for consultation purposes. Any information you consider to be confidential is clearly marked in the submitted response form and you have confirmed with the Council in advance that such information can be kept confidential as instructed in the Ingoldisthorpe Neighbourhood Plan Site Submission Guidance Notes.

See [Ingoldisthorpe Privacy Policy](#)

Declaration

I agree that the details within this form can be held by Ingoldisthorpe Parish Council and that those details can be made available for public viewing and shared with the Borough Council of King's Lynn and West Norfolk, for the purposes specified in the disclaimer above.

Name	Date