Town and Country Planning Act 1990
Neighbourhood Planning (General) Regulations 2012

CHETWYND: THE TOTON AND CHILWELL NEIGHBOURHOOD FORUM

Application for Re-Designation of the Neighbourhood Forum

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Broxtowe Borough Council
Planning Department
Planning and Economic Development
Council Offices
Foster Avenue
Beeston
NG9 1AB

Date: 22nd October 2026

For the Attention of: Ryan Dawson, Director, Planning and Economic Development

Dear Ryan,

Application for Re-Designation of Chetwynd: The Toton & Chilwell Neighbourhood Forum

I am writing to apply for the re-designation of the Neighbourhood Forum for a further five-year period under Section 61F of the Town and Country Planning Act 1990 (the "Act") and in accordance with Part 3(8) of The Neighbourhood Planning (General) Regulations 2012.

The application is made by **Chetwynd: The Toton & Chilwell Neighbourhood Forum** and is supported by a set of documents which together meet the requirements of the above legislation as they include the following:

- The name of the Neighbourhood Forum;
- A copy of the Constitution of the Neighbourhood Forum;
- The Decision Notice Designating the Neighbourhood Area to which the application relates, including a map to identify the area;
- The contact details of at least one member of the Neighbourhood Forum to be made public;
- A statement which explains how the Neighbourhood Forum meets the conditions contained in section 61F(5) of the Act.

This information demonstrates that **Chetwynd: The Toton & Chilwell Neighbourhood Forum** is a relevant body for the purposes of obtaining re-designation as a Neighbourhood Forum.

This application is being submitted in order for re-designation of the Forum to continue empowering the local community to plan positively and creatively for the future development of the Neighbourhood Area through the adopted Neighbourhood Plan (May 2024).

In conjunction with this application for re-designation, The Forum is also submitting a separate application to amend the Forum Area to include the entirety of the two borough wards of Chilwell West and Toton & Chilwell Meadows. An explanation and justification for this is provided in that separate application, together with a map showing the proposed new Forum Area boundary.

On behalf of **Chetwynd: The Toton & Chilwell Neighbourhood Forum**, I look forward to the Council's re-designation of the Neighbourhood Forum once statutory consultation procedures have been met.

Yours sincerely

[redacted]

David Lovett, Chair, Chetwynd: The Toton & Chilwell Neighbourhood Forum

Compliance with Legislative Requirements

Fulfilment of criteria under Part 3(8) of the Neighbourhood Planning (General) Regulations 2012

A	The name of the Forum:
	Chetwynd: The Toton and Chilwell Neighbourhood Forum
B	A copy of the Constitution of the Neighbourhood Forum:
	Annex 1: The Constitution (version 3) was approved by members of the Forum at the Annual General Meeting held on 9th July 2026 and is available as a pdf file at https://drive.google.com/file/d/1lgJK7QOynFI9Y4ahtu7uLoiBlEbxQpI2/view
C.	Name of the Neighbourhood Area to which the application relates:
	Annex 2: The Decision Notice Designating the current Chetwynd: The Toton and Chilwell Neighbourhood Area, approved by Broxtowe Borough Council on 9th March 2017 is available as a pdf file at https://www.broxtowe.gov.uk/media/3067/neighbourhood-area-decision-notice_redacted.pdf **See also the separate application to amend the Forum Area.**
D	Contact details of member to be made public:
	David Lovett (Chair) Email: david.cttcnf@gmail.com or via assist.cttcnf@gmail.com
E	Statement explaining how the Forum meets the conditions in section 61F(5) of the Act
	Annexes 3 & 4

ANNEX 3

Statement of Compliance with Section 61F(5) of the Act

Background

Chetwynd: The Toton & Chilwell Neighbourhood Forum was designated by Broxtowe Borough Council on 9th March 2017. The Decision Notice is available as a pdf file at https://www.broxtowe.gov.uk/media/3066/neighbourhood-forum-decision-notice_redacted.pdf Subsequently the Forum was re-designated for a further five-year period by Broxtowe Borough Council on 2nd March 2022. This Decision Notice is available as a pdf file at https://www.broxtowe.gov.uk/media/9371/chetwynd-the-toton-and-chilwell-neighbourhood-forum-decision-notice.pdf

The lifetime of Neighbourhood Forums is five years, and the current designation will expire on 7th March 2027. However, a Neighbourhood Forum can apply to extend its life for further 5-year periods. The Forum announced its intention to seek re-designation in its Report to the Annual General Meeting held on 9th July 2026. The Report was approved unanimously by the members. Therefore, the Forum is seeking re-designation for a further five-year period to ensure the adopted Neighbourhood Plan will be able to be reviewed, monitored and updated as necessary by the Forum as part of the Development Plan for the Forum Area.

The Chetwynd: The Toton and Chilwell Neighbourhood Plan was adopted by Broxtowe Borough Council on 15 May 2024 following successful referendum where the number of votes cast in favour was 3,606 and those against was 552, with a turnout of 36%. The Decision Notice is available as a pdf file at https://www.broxtowe.gov.uk/media/llmjg5nr/chetwynd-the-toton-and-chilwell-decision-statement-may-2024.pdf

The Forum will continue to monitor the Neighbourhood Plan, including the degree to which the aims and objectives are being realised, and the extent to which relevant policies are being considered by the local planning authority when determining planning applications. Only a Neighbourhood Forum (or Town/Parish Council) can make amendments to the Neighbourhood Plan in future if required, or if circumstances (foreseen or otherwise) change, before the conclusion of the Plan period in 2040.

To this end, **Chetwynd: The Toton and Chilwell Neighbourhood Forum** wishes to continue with its overarching purpose to promote, protect and improve the social, economic and environmental well-being of the Neighbourhood Area[1] through the policies, aspirations and vision of the Neighbourhood Plan for the community it represents.

Membership Profile[2]

Membership is open to all those who live and work (whether for businesses carried on there or otherwise) in **Chetwynd: The Toton and Chilwell Neighbourhood Area**, and to elected Members for the area.

The total membership of the Forum currently stands (as of September 2026) at **647 members**, as summarised in Annex 4. The membership is drawn from different parts of the Neighbourhood Area and from different sections of the community, including:

- Residents from every part of the Area
- People who work in the Area
- 8 ward & county councillors
- Broxtowe's MP, Juliet Campbell

[1] Section 61F(5)(a) of the Town and Country Planning Act 1990
[2] Section 61F(5)(b) & (c) of the Town and Country Planning Act 1990

The nature, spread and composition of the membership meets the necessary legislative requirements for the purposes of seeking re-designation as it closely reflects the demographic profile of this overwhelmingly residential community. The Forum continues to actively encourage new members to promote inclusivity, involvement from all parts of the Area and within all sections of the community.

Members and Friends of the Forum are kept informed via our website www.cttcnf.org.uk and through regular email 'Digest' newsletters and social media posts. All the posts can be viewed at https://cttcnf.org.uk/home/

The Forum has a written Constitution[3] (see Annex 1) which clearly sets out the aims, objectives and governance arrangements for the Forum.

Conclusion

The members of the Neighbourhood Forum are committed to the policies, aspirations and vision contained within the Neighbourhood Plan for Toton and Chilwell that reflect as far as is practicable the needs and requirements of the wider community, whilst also conforming with national and local planning policy frameworks.

Constructive working relationships are well established with both officers and members of Broxtowe Borough Council, and this continues to provide a positive impetus for taking forward neighbourhood planning in Toton and Chilwell.

The re-designation of the Neighbourhood Forum will continue to provide the formal platform for the community to work together, and in concert with the Council, to plan positively and creatively for the future development of Toton and Chilwell through the Neighbourhood Plan policies.

[3] Section 61F(5)(d) of the Town and Country Planning Act 1990

ANNEX 4

Chetwynd: The Toton and Chilwell Neighbourhood Forum – Membership Summary

1. **Members:**

Sub-area:		
Toton & Chilwell Meadows	498	*inc. 3 Borough Councillors*
Chilwell West	146	*inc. 3 Borough Councillors*
Total members	**647**	*inc. 2 County Cllrs, and our MP (Juliet Campbell) who live outside the Area*

As of September 2026

2. **Friends:**

   In addition to our members we have a further **89 'Friends'** who live outside our Area, but who are interested in our work and have requested to be involved and/or kept informed of progress.

3. **Social Media:**

   We have **596** followers on social media.

4. **Email Distribution List**

   A total of **647 Members & Friends** are registered to receive the Forum email newsletter 'Digests' and latest news, which are also posted on Facebook.

N.B. Figures relating to social media and email distribution are each a sub-set of the total number of members & friends which stands at **736**.