

Gypsy and Traveller Call for Sites Site Proforma (November 2018)



This form can be used to submit a site for consideration as Gypsy and traveller site.

Personal information gathered on this form will only be used for Development Plan purposes and will be held in accordance with the requirements of the Data Protection Act 2018.

When completing this form please:

- Use a separate form for each site and answer all questions as accurately and fully as you can;
- Submit a plan clearly identifying the location and boundaries of the site (red line boundary plan); and
- If available provide any indicative plans for the development of the site.

Section 1. Site Details

Site Address:			
Post Code:		Grid Reference:	
Site Description:			
Site Area (Ha):	Total:		Developable:
Plan identifying the location and boundaries of the site included?			Yes: <input type="checkbox"/>

Section 2. Personal Details

Section 2a - Your Personal Details:			
Name:		Address:	
Company (if relevant):			
Phone Number:			
Mobile Number:			
Email Address:		Postcode:	

Section 2b - Your Clients Details (if applicable):			
Name:		Address:	
Company (if relevant):			
Phone Number:			
Mobile Number:			
Email Address:		Postcode:	

Section 2c – You / Your Clients Interest in the Land:								
Please state your interest(s) in the site:	Landowner:		Developer:		Registered Social Landlord:		Town or Parish Council:	
	Agent:		Local Resident:		Prospective purchaser:		Lessee:	
	Other (please specify):							

Please Note: Shropshire Council is unable to accept sites submitted without full and clear contact details and a plan depicting the location and boundaries of the site

Section 3. Landownership Information

Are you the sole landowner (or for agents, representing the sole landowner)?	Yes:	No:
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If you answered yes, please proceed to Section 4.

If you answered no, please complete the remainder of Section 3 and then proceed to Section 4.

Do you know the landowner(s) / other landowner(s) details?	Yes:	No:
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If yes, please provide their details below (if necessary, please attach additional sheets):

Landowner 1:		Landowner 2:	
Name:		Name:	
Address		Address	
Postcode:		Postcode:	
Email Address:		Email Address:	
Phone Number:		Phone Number:	
Proportion of land owned:	%	Proportion of land owned:	%

Has the landowner(s) consented to the submission of this site & their contact details?	Yes:	No:
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Do you have a legal option to purchase the land?	Yes:	No:
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Section 4. Site Information

Section 4a – Land Use Details:		
Current Land Use(s):		
Previous Land Use(s) <i>(if known):</i>		
Is the site currently occupied?	Yes:	No:
If yes, when are these uses expected to end?		

Section 4b – Legal Constraints:		
Are there any legal constraints, including leases or covenants on the land, which limit availability for development?	Yes:	No:
<i>If yes, can they be removed?</i>	Yes:	No:
<i>Please summarise legal restrictions (if there are any):</i>		

Section 4c – Other Constraints:		
Are you aware of any other constraints (e.g. physical constraints such as a steep slope, water bodies, pylons or underground pipes or ecological/heritage constraints such as local, national or international designations) that could affect the site's potential for development?	Yes:	No:
<i>If yes, please detail:</i>		

Section 4d – Site Accessibility:		
Does the site have an existing access?	Yes:	No:
<i>If no, can access be gained?</i>	Yes:	No:

Section 4e – Services Availability		
Are the following utility and communication services available on site or to the site boundary? <i>Please tick as applicable:</i>		
electricity	gas	water supply
telecommunications	broadband	other (please state)
mains drainage		
soakaways		
Other relevant information:		

Section 4f– Planning Status:		
Planning Applications and relevant planning History: <i>If known, provide reference(s)</i>		
<i>Examples of relevant references include those for: Planning Applications, Prior Notification Applications; Certificates of Lawfulness; Listed Building Applications; Building Control Applications etc.</i>		
To the best of your knowledge has the site previously been submitted for consideration*?	Yes:	No:
If YES for what purpose (and local authority reference if known)?		
<i>*Includes previous gypsy and traveller call for sites or as a site for another land use (e.g. employment or housing) through the land availability assessment (SLAA or SHLAA).</i>		

Section 5. Site Availability¹

Section 5 - Please provide details of when the site will be available for the above development (taking into account any constraints):				
Immediately		Within the next 5 years		Within 6 – 10 years
Within 11 – 15 years		Within 15 – 20 years		More than 20 years

Section 6. Proposed Future Use

Section 6 – Please provide details of what you would like to see the site developed for:			
Use <i>(If mixed use, select all that apply)</i>	Site Area (Ha)	Numbers	Details
Gypsy and traveller site		Pitches	
Travelling showperson yard		Plots:	
Transit site		Pitches	

Section 7. Any Additional Information

Please provide any additional information:
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Section 8. Survey Details

Please confirm that:	
In identifying a site you are giving permission for an officer of the Council to access the site in order to ascertain site suitability. Please confirm that this is acceptable:	
The information provided within this assessment is correct, to the best of your knowledge:	

Thank you for completing this Proforma.

Please ensure that you submit a plan clearly identifying the location and boundaries of the site (red line boundary plan).

Once completed, this form can be submitted to Shropshire Council by email or post:
It can be emailed to: PlanningPolicy@Shropshire.gov.uk

It can be posted to: Shropshire Council, Planning Policy - 5th Floor, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6N

¹A site is considered available for development, when, on the best information available, there is confidence that there are no legal or ownership problems that would restrict development of the land.