



**EXMOOR**  
NATIONAL PARK

# Planning Fee Reimbursement Fund

FOR LOCAL COMMUNITY PROJECTS



Enhancing  
the qualities that make  
**Exmoor**  
special

## The Fund

Exmoor National Park Authority wishes to assist local groups to undertake projects that help or provide facilities for local communities and/or achieve National Park purposes. From time to time, community initiatives require planning permission from the Authority and we appreciate that, in many cases, the costs of planning applications can be significant compared to the finances available to a community organisation. To assist in these circumstances the Authority has established a fund to help with planning application fees for small community projects.



Local charitable, local non-profit making and/or local community organisations including Parish and Town Councils can apply to the Fund. The project should be a small scale proposal where there is benefit to National Park purposes and/or the social and economic well being of the wider community.

Above: Woody Bay station  
Right: Dulverton War Memorial  
Front Cover: St John's Church, Cutcombe

## The two National Park Purposes are:

- To conserve and enhance the natural beauty, wildlife and cultural heritage of the National Park
- To promote opportunities for the understanding and enjoyment of the special qualities of the National Park by the public.

Planning staff would welcome the opportunity to discuss the proposals before submission to ensure that they are the best that can be achieved and there is a likelihood of the proposals being acceptable. An application can be made to the Fund before the planning application is made or if already submitted the fee can be refunded.

Please complete and return the enclosed form if you are undertaking a community project and would wish to request the planning application fee be reimbursed.



## Advice on planning proposals in Exmoor National Park

We are committed to working with applicants, their agents, local residents, Parish/Town Councils and all other bodies to provide assistance through the planning process to achieve the best possible development in the National Park.

If you are a prospective applicant, discussing your proposals with myself or a planning colleague before submitting the application is recommended. Please send your sketch plans and details to the Planning Section by post or email ([plan@exmoor-national-park.gov.uk](mailto:plan@exmoor-national-park.gov.uk)). This will allow planning staff to research and advise on your proposals. If we need to visit the site to help advise we will happily do so. We can also put you in touch with other consultees who will also look at any application such as the Highways Authority and the Environment Agency.

We also run Planning Surgeries at Lynton and Porlock each week. No appointment is needed. Just drop in to discuss your proposals. If you wish to discuss a planning matter at Exmoor House, Dulverton then please phone to arrange a convenient time when we can ensure that a staff member is available to advise you.

There is no charge to discuss a planning proposal or application with a planning officer.

We will try and respond to planning queries within 10 working days; however, more complex proposals may take longer. All advice is given to the best of our abilities based on the information available.

David Wyborn  
Head of Planning & Community

### Weekly Planning Surgeries

Lynton Town Hall  
Wednesdays 10am to Midday

Porlock Old School Centre  
Mondays 10am to Midday



Exmoor House | Dulverton | TA22 9HL | 01398 323665

For Official Use:



**PLANNING FEE REIMBURSEMENT FUND  
FOR LOCAL COMMUNITY ORGANISATIONS**

**Please see overleaf for the details of the scheme**

<b>Name of Organisation.</b>
<b>Purpose of Organisation.</b>
<b>Application Proposal.</b>
<b>What pre-application advice have you received and from whom?</b>
<b>What is the Planning Application Fee £</b>
<b>Please explain how the application proposal will benefit National Park purposes and/or the social and economic well being of the wider community:</b>

**Name..... Signed ..... Date .....**  
**On behalf of.**  
**Address:**

**Tel No :..... email address:.....**

**Please send the completed form to The Chief Executive, Exmoor National Park Authority, Exmoor House, Dulverton TA22 9HL**

**The Fund applies in the following circumstances.**

- **Applicable to local charitable, local non-profit making and/or local community organisations including Parish and Town Councils**
- **Small scale proposals within the National Park where it can be demonstrated that there is benefit to the achievement of National Park purposes and/or the social and economic well being of the wider community,**
- **Limited to no more than two applications per organisation in any financial year,**
- **Does not apply to applications where the works have taken place or the use commenced (unless in exceptional circumstances),**
- **Pre-applications discussions with planning officers on the details have taken place and the proposals are judged to comply with adopted Development Plan policies.**
- **Limited to a maximum grant of £335 (or the fee for a change of use application if fees are increased in future years),**
- **That the overall fund be limited to £5,000 in any financial year**
- **That the fund applies to planning application, advertisement and certificate applications submitted to Exmoor National Park Authority as the Local Planning Authority. (Tree and listed building consent applications already carry no fee)**
- **That any agreement is without prejudice to the outcome and negotiations on any application by planning officers and/or the Planning Committee, and**
- **That agreement to any planning application fee support will be decided by the Chief Executive and in the event of any dispute that the Chairman and Deputy Chairman of Resources and Performance Committee will make the final decision.**

**April 2009**